



Alberni-Clayoquot Regional District

COMMITTEE-OF-THE-WHOLE MEETING WEDNESDAY, FEBRUARY 8, 2017, 9:00 AM

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>REQUEST FOR DECISIONS & BYLAWS</u>	
a.	REQUEST FOR DECISION	3-9
	2017 Grant-In-Aid Applications	
	<i>THAT the Committee of the Whole consider each grant-in-aid application and approve/deny as desired to be included in the first reading of the Alberni Clayoquot Regional District 2017-2021 Financial Plan.</i>	
GIA 1	Alberni Valley Air Quality Council	10-17
GIA 2	Alberni District Fall Fair	18-20
GIA 3	Alberni Valley Chamber of Commerce	21-27
GIA 4	Alberni Valley Rescue Squad	28-34
GIA 5	Music By The Sea	35-37
GIA 6	Port Alberni Marine Rescue Society	38-41
GIA 7	Port Alberni Marine Heritage Society	42-50
GIA 8	Vancouver Island North Film Commission	51-60
GIA 9	Westcoast Inland Search and Rescue	61-68
GIA 10	West Coast Aquatic Management Association	69-74
GIA 11	Alberni Valley Wrestling Club	75-77
GIA 12	Central Westcoast Forest Society	78-87
GIA 13	Strawberry Isle Research	88-127
GIA 14	Port Alberni Victim Services Society	128-131
GIA 15	Alberni Valley Hospice Society	132-134
GIA 16	Art Matters Society	135-139
GIA 17	Alberni Valley Crime Stoppers	140-142
GIA 18	Westcoast Community Resources	143-146
GIA 19	Alberni Valley Community School Society	147-159
GIA 20	Alberni Valley Transition Town Society	160-171
GIA 21	Literacy Alberni Society	172-183
GIA 22	Carving on the Edge Festival Society	184-188

GIA 23	Beaver Creek Community Club	189-194
GIA 24	Cherry Creek Community Recreation Commission	195-199

b.	REQUEST FOR DECISION Grant-In-Aid – McLean’s Mill – 2017-2021 Financial Plan	200-201
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THAT the Committee of the Whole recommend that the McLean’s Mill grant-in-aid be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

c.	REQUEST FOR DECISION Grant-In-Aid – Economic Development – 2017-2021 Financial Plan	202-203
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THAT the Committee of the Whole recommend that the Economic Development grant-in-aid to the City of Port Alberni be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

d.	REQUEST FOR DECISION Grant-In-Aid – Island Corridor Foundation (ICF) – 2017-2021 Financial Plan	204-206
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THAT the Committee of the Whole recommend the Grant-in-Aid Island Corridor Foundation draft budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

4. ADJOURN



REQUEST FOR DECISION

To: Committee of the Whole
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: February 8, 2017
Subject: 2017 Grant-in-Aid Applications

Recommendation:

That the Committee of the Whole consider each grant-in-aid application and approve/deny as desired to be included in the first reading of the Alberni Clayoquot Regional District 2017-2021 Financial Plan.

Background

The Alberni-Clayoquot Regional District (ACRD) Board of Directors considers Grant-in-Aid Applications once a year from local non-profit organizations that provide a benefit to one or more electoral areas in the region or the entire regional district. The deadline to submit an application is January 31st of each year. Attached is a copy of the ACRD's Grant-In-Aid Policy.

This year the Regional District received 24 Grant-In-Aid applications. The following grant-in-aid applications are submitted for consideration by the ACRD Board of Directors:

	Organization	Requested Amount
GIA 1	Alberni Air Quality Council	\$12,000.00
GIA 2	Alberni District Fall Fair	\$1,000.00 (in kind)
GIA 3	Alberni Valley Chamber of Commerce	\$12,000.00
GIA 4	Alberni Valley Rescue Squad	\$12,000.00
GIA 5	Music By The Sea	\$3,000.00
GIA 6	Port Alberni Marine Rescue Society	\$6,000.00
GIA 7	Port Alberni Maritime Heritage Society	\$5,000.00
GIA 8	Vancouver Island North Film Commission	\$10,000.00
GIA 9	Westcoast Inland Search and Rescue Society	\$6,000.00
GIA 10	West Coast Aquatic Management Association	\$17,000.00
GIA 11	Alberni Valley Wrestling Club	\$2,500.00
GIA 12	Central Westcoast Forest Society	\$3,500.00
GIA 13	Strawberry Isle Research	\$2,500.00
GIA 14	Port Alberni Victim Services Society	\$26,000.00
GIA 15	Alberni Valley Hospice Society	In Kind
GIA 16	Art Matters Society	\$3,000.00
GIA 17	Alberni Valley Crime Stoppers	\$5,000.00

GIA 18	Westcoast Community Resources	\$5,000.00
GIA 19	Alberni Valley Community School Society	\$3,000.00
GIA 20	Alberni Valley Transition Town Society	\$4,200.00
GIA 21	Literacy Alberni Society	\$10,000.00
GIA 22	Carving on the Edge Festival Society	\$2,500.00
GIA 23	Beaver Creek Community Club	\$10,000.00
GIA 24	Cherry Creek Community Recreation Commission	\$20,000.00

A list of the Grant-in-Aids awarded in 2016 has been attached for information. The ACRD Grant-in-Aid Policy states no "double dipping", meaning organizations which have applied for a Grant-in-Aid from the City of Port Alberni, District of Tofino or District of Ucluelet are not eligible for a Grant-in-Aid through the ACRD. Staff will confirm this has not occurred and inform the Directors of any issues.

The Alberni Valley Stakeholders Initiative to End Homelessness Committee received a grant-in-aid of \$20,000.00 in 2016 that required matching funds in order to receive the grant. The group was only able to come up with \$11,552.27 worth of matching funds and therefore \$8,447.73 remains and will be carried forward to 2017 and included in the first reading of the 2017-2021 Financial Plan.

The applications also submitted financial statements and budgeting information that is available if the Directors would like further information.

Desired Outcomes:

To consider and award grant-in-aids to assist local non-profit organizations which provide a benefit to the region.

Time Requirements

Some staff time required to advise the applicants of the outcome of their application and to process the grants.

Financial

Grants-in-Aid's awarded will be included in the first reading of the 2017-2021 Financial Plan.

Policy or Legislation

Alberni-Clayoquot Regional District Grant-in-Aid Policy and Local Government Act applies.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer

2016 Grant-in-Aid Awarded

Organization	Requested Amount	Contributing Areas
Air Quality Council	\$5,000.00	Areas "A", "B", "D", "E", "F"
Alberni District Fall Fair	\$1,000.00 (in kind)	All Municipalities & Electoral Areas
Alberni Valley Chamber of Commerce	\$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00	Area "A" Area "D" Area "E" Area "F"
Alberni Valley Drag Racing Association	\$7,927.57	Port Alberni, Areas "D", "E" & "F"
Alberni Valley Hospice Society	\$10,000.00	Port Alberni & Areas "B", "D", "E" & "F"
Alberni Valley Rescue Squad	\$6,000.00	All Municipalities & Electoral Areas
Alberni Valley Stakeholders initiative to end Homelessness	\$20,000.00	All Municipalities & Electoral Areas
Alberni Valley Transition Towns Society	\$2,272.00 (in kind)	All Municipalities & Electoral Areas
Alberni Valley Wrestling Club	\$1,500.00	All Municipalities & Electoral Areas
Art Matters Society	\$1,600.00	Port Alberni & Area "E"
Arrowsmith Amateur Radio Club	\$9,328.57	Port Alberni & Areas "B", "D", "E", "F"
Central Westcoast Forest Society	\$3,500.00	Tofino, Ucluelet & Area "C"
Music By The Sea	\$2,000.00	All Municipalities & Electoral Areas
Port Alberni Jr. Hockey Society	\$700.00 (in kind)	All Municipalities & Electoral Areas
Port Alberni Marine Rescue Society	\$6,000.00	Port Alberni & Areas "B", "D", "E", "F"
Port Alberni Maritime Heritage Society	\$5,000.00	Port Alberni & Areas "B", "D", "E", "F"
Port Alberni Victim Services Society	\$26,000.00	Port Alberni & Areas "A", "D", "E", "F"
Strawberry Isle Research	\$1,000.00	All Municipalities & Electoral Areas
Vancouver Island North Film Commission	\$7,500.00	All Municipalities & Electoral Areas
Westcoast Inland Search and Rescue Society	\$6,000.00	All Municipalities & Electoral Areas
West Coast Aquatic Management Association	\$17,000.00	All Municipalities & Electoral Areas
Bamfield Community Affairs	\$10,000.00	Area "A"
Wheels for Wellness	\$2,000.00	Area "C"
Sproat Lake Community Association	\$11,900.00	Area "D"

City of Port Alberni (Economic Development)	\$5,000.00	Tofino
	\$1,000.00	Ucluelet
	\$2,500.00	Area "A"
	\$2,000.00	Area "B"
	\$1,000.00	Area "C"
	\$6,000.00	Area "D"
	\$6,000.00	Area "E"
	\$5,333.00	Area "F"
McLean Mill	\$29,900.00	Areas "B", "D", "E", "F"
Total 2016 Grants Awarded	\$225,961.14	



**Alberni-Clayoquot Regional District
POLICY**

<i>Title:</i> Grant-in-Aid Policy	<i>Number:</i> A-1
<i>Authority:</i> Local Government Act – Sections: 181, 182, 176 (1) (c), 804 (g)	<i>Date Adopted:</i> December 7, 2012
<i>Historical Changes:</i> Rescinds current Grant-in-Aid Policy dated October 28, 2009	<i>Cross Reference:</i> Finance Department

The Alberni-Clayoquot Regional District provides Grant-in-Aid assistance once a year in order to assist local non-profit organizations that provide a benefit to one or more electoral areas in the Region or the entire Regional District.

The purpose of this Policy is to establish a consistent and accountable process for dealing with Grant-in-Aid Applications in the Alberni-Clayoquot Region.

Part 1 – Definitions

The following definitions apply to this policy:

Applicant means the organization applying for a Grant-in-Aid.

Board means the Alberni-Clayoquot Regional District Board of Directors.

Grant-in-Aid means financial assistance or in-kind assistance from the Alberni-Clayoquot Regional District.

Region means the Alberni-Clayoquot Region.

Regional District means Alberni-Clayoquot Regional District.

Part 2 – Eligibility

1. Organizations must meet the following criteria in order to be in consideration for a *Grant-in-Aid*:

- a) Must be a non-profit organization;
- b) Must be local in nature, in that the *Grant-in-Aid* requested is for a specific service to the residents of the *Region*;

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



- c) Must provide a social enrichment service to the entire *Regional District* or a specific area in the *Regional District*;
 - d) Must demonstrate that the service provided fills a need in the community, and that there is no overlapping with services already existing; and;
 - e) The organization must have sound financial and administrative management.
2. The *Regional District* will not provide a *Grant-in-Aid* to an industrial, commercial or business organization.
 3. A *Regional District* will not provide a *Grant-in-Aid* to subsidize activities that are the responsibility of senior levels of government.
 4. No double dipping. Organizations that have applied for a *Grant-in-Aid* from the City of Port Alberni, District of Tofino or District of Ucluelet will not be eligible for a *Grant-in-Aid* through the *Regional District*.

Part 3 – Grant-in-Aid Application Process

1. At the beginning of January each year, staff will advertise the process for organizations to submit a *Grant-in-Aid* application to the *Regional District* for consideration in the current year.
2. Organizations must submit the following documentation as part of their application process:
 - a. *Grant-in-Aid* Application Form (Appendix A);
 - b. Annual Report for the organization;
 - c. Current years budget and latest financial statement for the organization, noting any other sources of funding; and;
 - d. Brief report outlining what the *Grant-in-Aid* will be used for.
3. *Grant-in-Aid* applications must be submitted to the Manager of Finance at the *Regional District* Office no later than January 31st of each year.
4. Late applications will not be accepted and will be returned to the *Applicant*.

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



Part 4 – Approval Process

1. The Manager of Finance reviews each application to ensure the organization is eligible and the correct documentation has been submitted.
2. All eligible applications will be presented at a special Committee of the Whole meeting providing an opportunity to review applications and make recommendations to the Board of Directors. If requested, the applications will be presented to the applicable area committee.
3. The *Board* will consider the recommendations from the Committee of the Whole and will decide whether to approve *Grant-in-Aid* applications prior to adoption of the *Regional District's* financial plan at the end of March, each year.
4. The *Board* may request organizations to make a presentation on their *Grant-in-Aid* Application, prior to the *Board* making their final decision.

Part 5 – Release of Grant-in-Aid

1. In April of each year, the Manager of Finance will advise the *Applicants* in writing as to whether or not they have been awarded a *Grant-in-Aid*, and if awarded, the amount of financial assistance. Where the *Grant-in-Aid* awarded is for in-kind assistance, the *Applicant* will be advised in writing, the details of their in-kind *Grant-in-Aid*.
2. Organizations awarded *Grant-in-Aid* assistance will receive their funding on August 1st, each year.
3. If the organization requires their *Grant-in-Aid* funding before August 1st, they must submit in writing, to the Manager of Finance, a request for early release of their *Grant-in-Aid*.
4. Organizations awarded a *Grant-in-Aid* must submit a final report to the Manager of Finance no later than December 31st of the current year. The report must include how the funds were expended.
5. *Grant-in-Aids* are not guaranteed from year to year.
6. Organizations are encouraged to work toward financial independence.

Grant-in-Aid Application Form

Name of Organization	ALBERNI AIR QUALITY SOCIETY		
Mailing Address:	4760 STRATHERN STREET PORT ALBERNI, bc V9Y 3E9		
Contact Name:	SARAH THOMAS <i>or Maggie Paquet</i>	250-723-8802	Phone Number: 778-679-2303
Email Address:	sarah@ecollaboratenow.com		

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>12,000.</u>	Details: _____

1. Is your organization non-profit? yes no
 2. Is your organization a registered non-profit society in BC yes no
- If yes, please provide your Society Registration Number: S0066628

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

The Council, formerly governed by the Citizens' Stewardship Coalition, is now overseen by the newly incorporated Alberni Air Quality Society. Recent initiatives of the organization have included the Woodstove Exchange Program and backyard burning education. Anti-idling and alternative transportation options have also been past projects.

~~As a new Society, The Alberni Air Quality Society is looking to form new partnerships in the community as we work to create the infrastructure to support the Port Alberni Air Quality Council and expand the work to improve air quality in the Alberni Valley.~~

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:
- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:
Facilitation of air quality education through workshops, newspaper articles, Shaw TV segments, and CJAV interviews
Harmonize air quality initiatives amongst the City of Port Alberni and the ACRD.
Coordination of air quality information and activities with the City Fire Chief, Regional Volunteer Fire Chiefs, BC Ministry of Environment, BC Lung Association, Catalyst Mill and Health Professionals.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:
Ministry of Enviroment \$5000.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:
 Year: 2015 Amount: _____
 Year: 2016 Amount: \$5000.

8. Please include with your application, copies of the following:
 (a) **Annual Report;**
 (b) **A copy of your organizations current year budget and latest financial statement;**
 (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Shah Thomas
 Signature of Applicant MWDaggett

 Date 27 Jan 2017

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:



Port Alberni Air Quality Council
Citizens' Stewardship Coalition AGM Report
November 23, 2016

Review of 2016 Activities
Chair: Sarah Thomas

Objective of the Council

The goal of the Port Alberni Air Quality Council is to promote health by working to ensure the cleanest possible air for the Alberni Basin and its inhabitants. This is achieved through a multi-stakeholder roundtable where members can learn from each other and work for collective action on air quality. The Air Quality Council is facilitated by a 'Chair' who convenes meetings, promotes research, education, and public outreach, and helps support individual agencies to further action on air quality initiatives.

Highlights and Achievements of 2016

- Funding received from BC MOE and ACRD
- Funding received for wood-appliance research project
- Social media engagement launched. 52 Facebook page likes.
<https://www.facebook.com/PortAlberniAQC/>
- Worked with the City of Port Alberni to produce an air quality infographic to synthesize bylaw information and individual actions people can take to improve air quality.
- Ongoing conversation and engagement with Cantimber biochar operation.
- Hosted 3 different speakers at Air Quality Council meetings and invited additional participation for those meetings. Presentations from the Wildfire Service, Island Timberlands (Re: Slash burning), Ministry of Environment (Air Quality Report).
- The 2016 Woodstove Exchange was successfully completed seeing 31 woodstoves get replaced.
- What's in the Air: Air Quality and Health Forum co-sponsored by the BC Lung Association and the AQC brought in high caliber speakers including Dr. Sarah Henderson, Dr. Michael Brauer, Earle Plain, and Dr. Hasselback. 6 tables shared air quality information and 50+ people engaged in the event.

Current Membership of the Council

Fire Chief, Meteorologist with BC Ministry of Environment, Councilor for the City of Port Alberni, Area Director for the Alberni-Clayoquot Regional District, MLA's office, Catalyst Environmental Manager, Environmental Services Manager for the ACRD, and 4 community air quality advocates. **New members include** the Build Environment Consultant and Environmental Services Manager for Island Health and Chief Councilor of Tseshaht First Nation.

AIR QUALITY COUNCIL SCOPE OF ACTIVITY FOR 2016-2017

ONGOING ACTIVITIES AND CHAIR RESPONSIBILITIES

1. Air Quality Council Meetings/Organization/Communication
 - Prioritize activities
 - Schedule, organize, and facilitate meetings to achieve activity goals
 - Record meeting minutes and circulate them following meetings
 - Facilitate air quality education and direction for Air Quality Council members, especially new members.
2. Public Education/Communication
 - Teaching/speaking engagements throughout the year
 - Prioritize public education messages and activities and deliver through workshops, newspaper articles, Shaw TV segments, and Radio interviews.
 - Develop, update, advertise, and direct people to the air quality web pages
 - Attend other meetings/events to receive or deliver air quality information
3. Communication/Coordination with City of Port Alberni and the Regional District (ACRD)
 - Presentations/ communication with City of Port Alberni (the City) Staff/ Councillors and Alberni-Clayoquot Regional District (ACRD) Staff/Directors.
 - Harmonize air quality initiatives amongst the City and the ACRD.
 - Respond to queries from City/ACRD and assist with air quality complaints/protocol
 - Coordination of air quality information and activities with the City Fire Chief, Regional Volunteer Fire Chiefs, BC Ministry of Environment, the British Columbia Lung Association, Catalyst Mill, and Health Professionals.

PRIORITY ACTIVITIES FOR 2016-2017

1. Alberni Air Quality Society Formalization

The organizational framework for the Air Quality Council (AQC) needs to be formalized in order to better support the work of the Air Quality Council and increase the impact of the work to improve air quality across the region. A new society has recently been incorporated (The Alberni Air Quality Society) to specifically focus on Air Quality initiatives. Goals for the year include expanding the Society and clarifying the relationship between the AQC, the Society, and staff.
2. Woodstove Research Project

The Woodstove Exchange Program has replaced 286 stoves in the ACRD since the program began in 2009. Furthermore the City of Port Alberni Wood-heating appliance bylaw 2017 sunset clause on old, non-emissions certified wood stoves comes up in May 2017. In light of both of these facts it has become clear that it would be beneficial to have a clearer sense of wood stove usage in Port Alberni today. This will also help target education to further air quality improvements. The woodstove research project will include a door-to-door survey and be conducted during the winter of 2017 in conjunction with Vancouver Island University, The City of Port Alberni, and the BC Ministry of Environment.
3. Website

This is a critical tool for the advancement of air quality education and initiatives. The ACRD has relatively recently changed its computer operating system. Within that new framework the air quality web pages need design changes to facilitate easy access and use. There is an ongoing need to streamline and update information.

4. Woodstove Exchange

Work with the ACRD to undertake the educational components of the 2017 Woodstove Exchange Program.

5. Airshed Management

Move forward on next steps towards an airshed management planning process for the region. Continue with the emissions inventory and work with different levels of government to harmonize bylaws relating to air quality. Specifically reach out to First Nations Bands to partner on air-shed management projects and find areas of mutual interest.

Alberni Valley Air Quality

HELP REDUCE AIR POLLUTION

OUTDOOR BURNING

Backyard burning and land clearing debris burning is **NOT** permitted within the City of Port Alberni.



Construction material and other non-household garbage must be taken to the landfill for proper disposal.

Instead of burning leaves and other yard debris, you are encouraged to compost and reuse as mulch or topsoil.



Sticks, branches, leaves and grass clippings are also free to drop off at the Alberni Valley Landfill.

Waste Disposal Alternatives

Recycle: newspaper, used oil, plastic bottles, magazines, cans, cardboard
Compost: yard waste, vegetable scraps
Reuse: clothes, donate to charity
Buy Smart: avoid unnecessary packaging



Campfires for cooking, ceremonial purposes, or social enjoyment are permitted throughout the year between dawn and 10:00pm.

Campfires must use only clean dry wood.

WOOD HEATING APPLIANCES



All woodstoves in Port Alberni **MUST** meet the the Canadian Standards Association (CSA) or Environmental Protection Agency (EPA) certification by May 31, 2017.



Older woodstoves use up to 1/3 more wood and generate up to 70% more pollution.

Stoves operated properly can increase heat output by up to 15%. Burn only clean, dry wood.

Please refrain from using woodstoves during air quality advisories.



Visible smoke is unburned fuel. Burn hot, burn clean.

Did You Know

- During winter months, clear sunny days and any time after the sun goes down are the worst times to burn as the atmosphere's ability to disperse the smoke is very poor.
- Research estimates 70% of smoke from chimneys can actually reenter your home and your neighbour's home.
- Tiny particles in wood smoke can negatively affect both you and your neighbours health. Wood smoke can also increase the risk of heart and asthma attacks, particularly with older adults, children and people with lung or heart disease.

VEHICLE EMISSIONS



Idling of vehicles is restricted in Port Alberni and **NOT** permitted around schools.



Idling discharges harmful pollutants that affect us all. By idling your car, you are particularly placing young children, the elderly and people with respiratory problems at a greater health risk. In addition, idling more than 10 seconds costs more than turning off your engine and can also reduce engine life up to 20%.

A ski rack or luggage box can increase fuel consumption by 22%



Older vehicles consume more fuel and cause more air pollution

Tuned vehicles with properly inflated tires use less fuel

You can help reduce vehicle emissions by walking, cycling or taking the bus in place of driving



In Canada, each of us makes an average of 2,000 car trips of 3 km or less each year. You can save money, improve your health and reduce air emissions by making the switch.

**Citizens' Stewardship Coalition
6835 Cherry Creek Road
Port Alberni, BC V9Y 8T5
Phone: 250-723-4643**

**Interim Financial Statement
1 January 2016 to 31 October 2016**

Annual General Meeting held 23 November 2016

Opening Balance		3614.28
Revenue		
Grants	1350.00	
	5000.00	
Interest	0.15	
Total Income		6350.15 +
Expenses		
S. Thomas AQC work	1100.00	
S. Thomas AQC work	1450.00	
S. Thomas AQC work	1300.00	
Total expenses		3850.00 -
Closing Balance		6114.43

Note: On 1 November a cheque for \$3400.00 was given to S. Thomas.
Balance should now be ~ \$2714.45.



January 24, 2017

Alberni Air Quality Society
4760 Strathern Street
Port Alberni, BC V9Y 3E9

Dear Maggie Paquet,

Re: Grant-in-Aid Application

I am writing to offer a letter of support for the Alberni Air Quality Society's application to the ACRD Grant-in-Aid for funding to support the ongoing operations of Port Alberni's Air Quality Council (AQC).

I've personally worked with the AQC for the last eight years and have seen the positive changes that have occurred as a result of their involvement in local airshed management. The AQC is an important organization in the Alberni Valley that provides a variety of services to the community, including air quality monitoring support, public education and outreach, support to local government, and advocacy for clean air.

The Council's members include representation from Island Health, the Ministry of Environment, the City of Port Alberni, the Alberni-Clayoquot Regional District, local industry, local First Nations, and community members. The Grant-in-Aid will enable support for the Chair of the AQC who also acts as an air quality coordinator and public educator.

The AQC Coordinator/Chair position is vital to the continued success of the Council. As such, the BC MOE has contributed seed funding to maintain an effective Council. Matching funding through the Grant-in-Aid process will ensure continuity and continued success.

Sincerely,

Earle Plain
Air Quality Meteorologist
Air Quality Section

5. Please describe how the services provided by your organization fill a need in the community:
THE LARGEST COMMUNITY FESTIVAL IN THE REGION

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:
 - INKIND SERVICES FROM CITY OF PORT ALBERNI FOR TENTS
 - COMMUNITY GAMING GRANT FROM PROVINCE OF BC
 - BUILDING COMMUNITYS THROUGH ARTS, FOR LOCAL ENTERTAINMENT THTHROUGH CANADIAN HERITAGE

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:
 Year: 2016 Amount: \$1000. IN KIND
 Year: 2015 Amount: \$1000. IN KIND

8. Please include with your application, copies of the following:
 (a) **Annual Report;**
 (b) **A copy of your organizations current year budget and latest financial statement;**
 (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



 Signature of Applicant

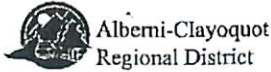
01/15/2017

 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

PROPOSED USE OF GRANT IN AID

THE ALBERNI DISTRICT FALL FAIR WISHES TO UTILIZE THIS GRANT IN AID FOR THE PURPOSES OF PRINTING OUR LARGE SIGNAGE WITH SOME OF THE SIGNS LAMINATED DEPENDING ON WHETHER THEY ARE IN THE WEATHER ELEMENTS OR BEING USED MORE THAN ONE TIME. THESE SIGNS ARE STRATEGICALLY PUT THROUGH OUT THE FAIR GROUNDS TO PROMOTE OUR ENTERTAINMENT AND OTHER ATTRACTIONS. WE ALSO HAVE SIGNAGE AT OUR ADMISSION GATES PROMOTING GATE PRICES, HOURS OF OPERATION AND ACKNOWLEDGING ALL OF OUR GOVERNMENT AND BUSINESS PARTNERS.



Grant-in-Aid Application Form

Name of Organization <u>Alberni Valley Chamber of Commerce</u>	
Mailing Address: <u>2533 Port Alberni Highway</u>	
Contact Name: <u>Bill Collette</u>	Phone Number: <u>250.724.6535</u>
Email Address: <u>bill@alberniechamber.ca</u>	

Grant Requested:	<input type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>12,000 -</u>	Details: _____

- Is your organization non-profit? yes no
- Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: 000104-D-M

- Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

See Attached

- Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

See Attached.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

See Attached.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: 4000 -
Year: 2015 Amount: 4000 -

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.


6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



Signature of Applicant

January 27, 2017
Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Grant in Aid Application 2017 – Alberni Valley Chamber of Commerce

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot region.

The Visitor Centre is a critical component of all things Port Alberni and the Alberni Valley. Through our relationship with Destination BC and our Fee for Service Agreement with the City of Port Alberni we work hard to ensure that visitors to the area are provided with information and ideas to help make their time in our area more enjoyable.

Our Services are provided to more than 50000 people annually through our own 'four walls' along with our External Approach to Visitor Services via our Mobile Visitor Center.

Employment:

The Visitor Center is operated by the Chamber of Commerce who in turn apply for funding support from various agencies to employ as many people as possible to best service the guests of our Community. Without the support of our many partners we would not be able to employ these people and in turn our delivery to the visitor could be comprised. On the flip side the employment itself provides the 'student' with excellent training opportunities that they will be able to leverage throughout their future careers. It is a win-win. Total Student Wages for 2016 amounted to just over \$24,200.00 because of our operations.

Visitor Website:

In 2016 we completely revamped our Website paying particular attention to our Visitor Pages. We invite you to review the site to see for yourself the overall impact of the new presentation. We have positioned two iPad's in the community to assist visitors with on line access to our site and of course we believe that the product will enhance business opportunities within the area. In addition to the 'Things to do, Must See's, Attractions etc.', we also included an Events page that is becoming very popular. Our plans are to position this site as the 'The site' in the Alberni Valley for residents and Visitors alike to access information. Find us at: www.albernichamber.ca/visitor-info

Mobile Visitor Center:

The MVC came about in 2014 as a means of reaching people who have missed or bypassed our fixed location. We know that people visit places with plan, in hand but often they miss things that they haven't found through their on line searches. Our goal with the MVC continues to be to provide additional information to people. We use the MVC extensively in the summer months and through it we connect with more people than we do within the four walls of our building. Find the MVC throughout the area

including: Cathedral Grove, Harbour Quay, Victoria Quay, Sproat Lake Provincial Park, Stamp Falls Provincial Park, McLean Mill and all local campgrounds. This is not an exhaustive list by any means. AVCOC has identified a need for improvements to the MVC and this year is no exception. We are concerned about its mechanical condition and with that we feel that there is significant risk that its use will be limited and/or discontinued all together. The MVC is a major asset and should not be overlooked by partners within the Alberni Valley.

Tourism Tofino:

We maintain a small space within our building to house space for Tourism Tofino. This allows us to connect quickly with people seeking information about the West Coast and while doing so we are able to demonstrate optional value for activities and the like in the Alberni Valley.

FAM Tours:

AVCOC spearheaded a West Coast Fam Tour program in 2014 and has seen the program grow considerably. Our first two years saw us travel to the West Coast as a means of educating our staff on the many assets available to visitors for that area. In 2016 due to the impact of those FAM Tours we were ecstatic to see that the West Coast Communities of Ucluelet and Tofino opted to come our way to do the same for their staff. When that was arranged we in turn invited both Parksville and Qualicum Beach people and we are happy to confirm that the latter group also joined us. The result was/is a much better overall awareness of the West Coast – including the Alberni Valley for many Visitor Services Staff throughout the area.

Adventure Map:

In 2014 we developed a new map concept called the Adventure Map. It is a colourful creative project that includes more than 125 graphics aimed at impressing the viewer. Included in the graphics are at least 75 local businesses plus of course the many natural sites we all enjoy. This map is handed out daily in significant numbers to the guests of the community. There is no doubt that the map itself generates business revenue for the entire area. We receive countless comments on the map and its creative format.

Food Guide:

In 2016 we developed a new project called the Food Guide. This is a small booklet measuring 3.5 inches by 5 inches that easily fits in a hip pocket or small purse. The guide consists of more than 45 local food service establishments. That by the way represents the vast majority of local options. We provide visitors with this Food guide the moment they enquire about 'where to eat.' Again we know that this product generates business revenue for our community and we believe that it helps to move people into areas that they didn't know existed.

Ambassador Program:

We carry a team of close to 50 Volunteers who work with us on a daily basis through the summer months. Those folks are critical to the Visitor Experience and again there is no doubt that they provide a service that benefits all within the local business community.

Alberni Valley Tourism Training Program

AVCOC is very pleased to report on our most recent success with respect to the Alberni Valley. With the support of the City of Port Alberni we now host a Tourism Training Program that will extend over the next 20 months. Said program commits us to training upwards of 300 local people (particularly front-line staff) on all things Tourism in the area. The registrants, who get the program for FREE, receive a total of 20 hours of training. Within that they'll get the full WORLDHOST program, Social Media training, Cultural Training and Tourism Training. This program is already underway with outcomes such that the graduates will be far more employable plus they'll be able to answer questions that they never even knew existed.

The Sunset Market

The Sunset Market is another very successful initiative that was started by the AVCOC. The AVCOC now partners with the Hupacasath First Nation and hosts the Sunset Market every Wednesday at Clutesi Haven Marina.

The market is planned for 2017 under the primary lead of Hupacasath First Nation.

Business Support

As well we support and promote our members and the business community at large. We are tasked with improving the business climate in the Alberni Valley. Dinner meetings are held monthly and provide networking and training opportunities for the small business owner. Annual Business Excellence Awards are held in April, which recognize deserving individuals and business organizations in the community. The 'Try Home First' initiative of 2016 was a tremendous success generating \$9800.00 in Gift Cards awarded by surprise to local shoppers through December of 2016. The Chamber of Commerce has many other ongoing projects, each of which are directly related to business development, growth, education and transition. For 2017 we are working hard to provide a Member Spotlight program via our FACEBOOK page. The Spotlight will feature a Chamber Member (we have more than 300) every day with the exception of Sundays/Holidays and some Saturdays. The project has already exceeded our

expectations as one can see via a FACEBOOK review.
www.facebook.com/albernichamber

The Tri-Conic Challenge:

In 2016 the Chamber of Commerce undertook the management of the floundering No. 7 Challenge. Through our lead we were able to move revenues in 2015 of \$130.00 to revenues in excess of \$14,000.00 in 2016. We received more than 200 registrants and it should be noted that many of those people were locals who had never participated in such a physical activity. Today many of those people have become proponents of running and of course there is no doubt that they are healthier because of that. The No. 7 Challenge morphed into the Tri-Conic Challenge which is an exciting event planned for the Canada Day Weekend here in Port Alberni. Funded in part by Canada 150 and kindly supported by the ACRD we are looking to host an incredible event for this year. Please visit our site at: www.triconic.ca and follow us on FACEBOOK at: www.facebook.com/triconicchallenge

5. Please describe how the services provided by your organization fill a need in the community.

Visitor Services are crucial for each and every community. In our case we are well-positioned to offer exceptional services due in part to our location at the entrance to the area. Visitors do stop more often than people realize. They are looking for information, for places to stay, to eat and to shop. Additionally they are often travelling through but are available to stay for a period of time. Our staff and volunteer teams are keen to jump at those opportunities so that we can help create additional revenues for the local business community.

Our Mobile Visitor Centre is a key part of our program in that it provides opportunity for us to reach visitors by going to them. This is a unique approach to visitor services that is being considered by many other Visitor Service Operations.

Our Adventure Map version three is widely utilized by Visitors and it clearly presents opportunities for additional sales and visits to our many facilities.

Our Way-Finding Signs are well used and are supported by many local businesses who each recognize the value to providing this sort of quality and professional information.

Our Ambassador Program is top notch and is widely recognized through Tourism BC as a model to follow. With more than 50 volunteers the program offers us significant opportunity to put our best foot forward.

The Food guide has added to the Visitor Experience and now helps to generate additional revenue for our many local eateries.

We point out that the Visitor Center now includes a full Gift Shop run independently by Blue Fish Gallery BUT staffed by ourselves as part of the arrangement. Sales of gifts in the shop exceed \$70,000.00 per year vs. less than \$5000.00 in 2013 under a myriad of different vendors. The impact on our visitors is exceptional and it is not uncommon for us to hear that we have the BEST Visitor Center – anywhere.

The Tri-Conic Challenge (morphed from the No. 7 Challenge) is a marquee event that is sure to bring attention to the Alberni Valley. We have partnered with many organizations including the Folkfest and Women’s Business Network both of whom are involved in the Canada Day Parade. Through that relationship we expect to showcase Port Alberni – perhaps Nationally via an impressive Canada Day feature where the Parade will be travelling South on 3rd Avenue while the 'runners' and Train itself are moving north. Spectators should be quite impressed with this feature.

6. Please list all other grants received and/or applied for from other Government or Service Organizations:

We have applied to the City of Port Alberni for continuance of our Fee for Service Contract at the same level of funding provided to our organization in 2016, \$84,000. We are the licensed agent for Destination BC for local Visitor Services. With that contract we receive annual funding of \$23021. We have also applied for additional funding through Destination BC to create Tents and other assets for additional value to our guests. We also apply for student funding through the Government of Canada and NETP.

8. (c) Grant-in-Aid Funding Breakdown:

Ambassador Training – Booklet,	\$1500. Ongoing yearly cost
Appreciation event Ambassadors	\$1000.
Staffing of the MVC, Sunset Market etc.	\$1000.
Property Maintenance support	\$1000.
Mobile Visitor Centre Support	\$3000. Urgently needed
ACRD area FAM Tours – travel costs etc.	\$1000.
Staff Training, First Aid Courses etc.	\$1000.
Champions of Alberni – Community Wide Training	\$2000. To assist in higher than
anticipated wage costs for current program	
Uniforms to support local events	\$500.
 Total	 \$12000.



Grant-in-Aid Application Form

Name of Organization		Alberni Valley Rescue Squad	
Mailing Address:			
PO Box 1137 Port Alberni, BC V9Y 7L9			
Contact Name:	Mike Doughty	Phone Number:	250-720-5599
Email Address: mdoughty@hotmail.com			
Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance	
	Amount \$ 12,000	Details:	_____

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: _____

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
Search and Rescue and Emergency
Response to mainly the Alberni Valley and mutual
aid to the West Coast. Most of our calls are
in the regional district - Mt Arrowsmith area, Sproat Lake
(Great Central Lake, Stamp River ect as well as Bamfield
area.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

When BC Ambulance, Coroner, Police and Fire are not able, they call out 'Search and Rescue' to help. From flare sightings to lost and stranded people we are called out multiple times a month

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

B.C. Gaming Grant

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$6,000
Year: 2015 Amount: \$6,000

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.


Signature of Applicant

Jan 31/17
Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:



Dear Regional District,

We are applying for the ACRD grant this year for \$12,000. We need this money to upgrade our radio inventory as it is aging and needs replacing with newer technology as communications are very important in the work we do. Most of our call outs are in the regional district and our members have committed over 8,500 hours to our community. The new radios we are trying to purchase have tracking devices in them which will make it safer for our members and better for our search managers in locating our teams and resources. Our group this year also participated in exercise Coastal Response and are trained to help in case of any natural disaster.

Thank you for your consideration.

ANNUAL REPORT - 2016

Alberni Valley Rescue Squad

Printed by Mike Doughty
31st Jan 2017 8:50pm
View online <http://qr.ca.d4h.org/b53a2>



SUMMARY

	TOTAL	DURATION
INCIDENTS	38	234hrs 57m
EXERCISES	98	379hrs 58m
EVENTS	55	577hrs 5m
TOTAL ACTIVITIES	191	1,192hrs 0m
ACTIVE MEMBERS	49	8,507hrs 52m

PERSONNEL

INCIDENTS	EXERCISES	EVENTS	DURATION	TOTAL
28	47	33	611hrs 11m	108
19	45	32	366hrs 26m	96
21	38	16	340hrs 16m	75
13	50	13	317hrs 45m	76
16	40	12	310hrs 14m	68
20	14	29	288hrs 26m	63
6	26	21	286hrs 35m	53
12	40	12	273hrs 3m	64
11	39	14	249hrs 33m	64
12	37	13	246hrs 46m	62
17	21	8	238hrs 43m	46
13	34	17	227hrs 39m	64
11	18	10	227hrs 25m	39
6	28	14	221hrs 15m	48
14	25	26	219hrs 21m	65
14	16	13	213hrs 33m	43
6	27	23	211hrs 44m	56
10	28	15	211hrs 31m	53
6	19	23	205hrs 44m	48
12	30	11	202hrs 20m	53
13	9	24	201hrs 2m	46
-	-	-	-	-

2	36	6	175hrs 53m	44
9	30	11	161hrs 43m	50
7	21	6	132hrs 32m	34
1	31	3	128hrs 48m	35
7	15	22	128hrs 15m	44
3	16	14	124hrs 33m	33
2	17	12	124hrs 14m	31
1	13	13	122hrs 14m	27
6	19	10	118hrs 10m	35
1	13	10	115hrs 59m	24
0	24	7	113hrs 48m	31
2	21	10	104hrs 17m	33
14	6	7	89hrs 0m	27
11	7	5	87hrs 6m	23
4	13	9	81hrs 39m	26
8	12	8	74hrs 18m	28
4	3	13	74hrs 5m	20
3	9	7	71hrs 9m	19
1	8	10	55hrs 45m	19
0	3	11	51hrs 59m	14
0	7	2	50hrs 59m	9
2	6	15	48hrs 42m	23
0	1	1	10hrs 0m	2
0	2	1	6hrs 45m	3
0	0	1	2hrs 45m	1
0	0	0	0hrs 0m	0
0	0	0	0hrs 0m	0



	INCIDENTS	EXERCISES	EVENTS	DURATION	TOTAL
UNBUNDLED					
General Administration	0	0	9	403hrs 45m	9
Maintenance	0	0	2	4hrs 45m	2
Public Appearance	0	1	16	106hrs 30m	17
ATTENDANCE HOURS					
Primary Hours	38	98	24	669hrs 45m	160

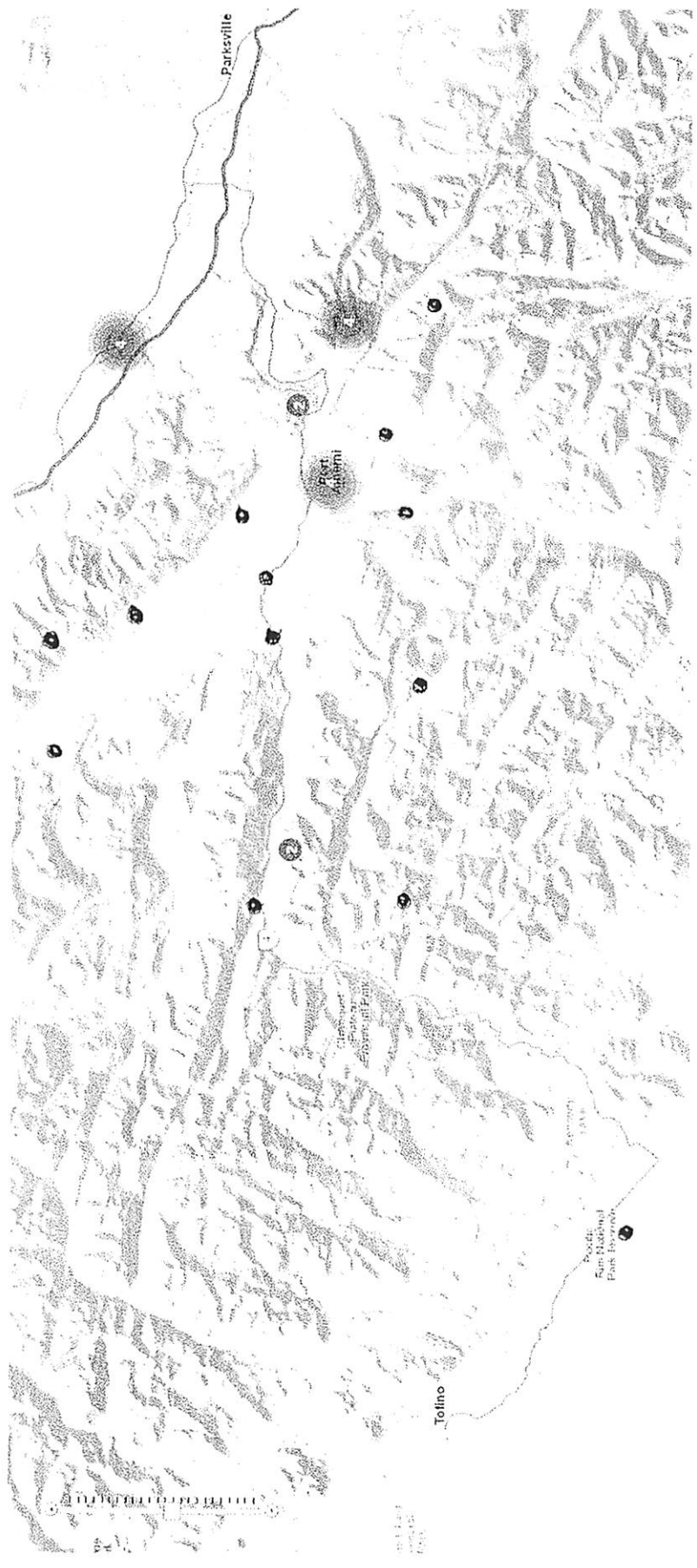
	INCIDENTS	EXERCISES	EVENTS	DURATION	TOTAL
UNBUNDLED					
442 Squadron	0	0	0	-	0
Arrowsmith Search & Rescue	4	0	0	40hrs 15m	4
BC Conservation Service	1	1	0	5hrs 45m	2
BC Coroners Service	1	0	0	4hrs 15m	1
BCAS	3	0	1	13hrs 51m	4
Beaver Creek Fire	0	0	0	-	0
Beaver Creek Fire Dept	0	0	0	-	0
Canadian Coast Guard	0	0	0	-	0
Cherry Creek Fire	0	0	0	-	0
Comox Search & Rescue	7	0	0	99hrs 30m	7
Nanaimo Search and Rescue	7	0	0	79hrs 45m	7
Port Alberni City Fire Dept	2	0	1	19hrs 15m	3
RCMP	23	0	1	142hrs 44m	24
Royal Canadian Marine SAR	0	0	2	10hrs 30m	2
Sproat Lake Fire Dept	0	0	0	-	0
Sunwest Helicopters	1	0	0	3hrs 15m	1
West Coast Inland SAR	1	0	0	4hrs 45m	1

Signed:

Date:

○ ALL INCIDENTS - VIEW LIST & MAP

From: Fri, 1 Jan 2016 To: Sun, 1 Jan 2017 Any Tag



What was it?

When did it

Ex-Officio Members

*Mr. Mike Ruttan, Mayor of the City of Port Alberni,
Mr. Keith Wyton, ACRD Representative for Electoral Area
"A", Bamfield*

Honourary Director

Charlie Clappis —Huu-ay-aht First Nations

Directors

*President: Lyle Soetaert, Edward Jones, Victoria BC
Vice President: Leona Peter, Courtenay, BC
Secretary: Michael Frey, Frey Litigation, Victoria BC
Treasurer: Siamak Sanati, ReStart Computer, Victoria
Director: Michael Derry, Finest at Sea, Victoria BC
Director: David Thomas, AYS Group, Sidney BC*



Building a permanent centre for the arts in Canada on Vancouver Island

Christopher Donison, Executive Artistic Director



January 24TH, 2017.

Usage of Grant funds from ACRD by Music by the Sea (MBTS)

Music by the Sea (MBTS) is embarking on its 12th season! The use of the funds provided by the Region, if they are made available to us, will be focused toward our educational mandate. This programme is our Fellowship Artist Programme and precedes the festival by a week. These young artists then get to perform with the Festival Artists in the first week of the Festival for a period of time during which the Festival and the Mentoring School overlap.

As a small organization that has consistently delivered more than our revenues could possibly account for, it is impossible to know precisely where we will fall short in a given year, and so all funds at this stage of our growth need to be fungible. But education is our underlying core mission and we can commit to dedicating these funds to that end.

Although our financial statements show a structural deficit of approximately \$20,000 per year, resulting in an increasing accumulated deficit, our balance sheet has been repaired since November of 2016 with an anonymous grant. There is note on our financial statements to this effect. This grant has enabled us to embark on our next stage of growth toward the long-term stability and sustainability that we seek without the burden of past debts. Our on-going support from the Region continues to be vital in order to signal to other levels of Governments and private foundations how much the Region supports and is behind this valuable cultural/economic asset.

I know I speak for all of our Directors, Artists, Bamfield supporters and wider Regional supporters, that support from the ACRD has been very much appreciated over the years and we thank you in advance for any support which you can provide to us in 2016.

Christopher Donison, Executive Artistic Director
Music by the Sea at Bamfield British Columbia
General Delivery, 100 Pachena Road, Bamfield BC, V0R 1B0
Victoria Office location: 356 Newport Avenue, Victoria, BC, V8S 5C5
Email: director@musicbythesea.ca <http://www.musicbythesea.ca/>
Bamfield office Tel :250-728-3887 cell: (250) 888-7772

Music by the Sea is a non-profit society and a Registered Charity (# 83328 5166 RR0001)

Grant-in-Aid Application Form

Name of Organization <i>MUSIC BY THE SEA</i>	
Mailing Address: <i>General Delivery, Bamfield BC V0R 1B0</i>	
Contact Name: <i>Christopher Jonison</i>	Phone Number: <i>(250) 888-7772</i>
Email Address: <i>director@musicbythesea.ca</i>	

Grant Requested: <i>\$3,000.00</i>	G Grant Assistance Amount \$ <u><i>3,000.00</i></u>	G In-Kind Assistance Details: _____
---------------------------------------	--	--

1. Is your organization non-profit? yes G no
2. Is your organization a registered non-profit society in BC? yes G no

If yes, please provide your Society Registration Number: *51471*

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
Music by the Sea a unique music/cultural event & educational component that is each year establishing it self more & more as an organization of national & international reputation - which is bringing world-class artists & audiences to Bamfield each year. But the majority of our audience comes from the region and the rest of Vancouver Island. This year's events will run through the entire month of July, beginning with a special Canada 150 event on July 1st.
4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|-------------------------------------|
| <input checked="" type="radio"/> Entire Regional District | G City of Port Alberni |
| G District of Tofino | G District of Ucluelet |
| G Electoral Area "A" (Bamfield) | G Electoral Area "B" (Beaufort) |
| G Electoral Area "C" (Long Beach) | G Electoral Area "D" (Sproat Lake) |
| G Electoral Area "E" (Beaver Creek) | G Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

Over the 12 years of our struggling development, MBTS has won the hearts + minds of the Region and Bamfield in particular. Aside from the diversifying effect we have on such a localized economy - this quality of music/cultural events would normally only be available in a large world-city.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

We are applying to Canadian Heritage as well as the Canada Council. BC arts Council has instructed us to meet with them this Spring.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?

G yes G no

If yes, complete the following:

Year: 2016 Amount: \$ 2000
Year: 2017 Amount: \$ 2000

8. Please include with your application, copies of the following:

- (a) Annual Report; *(to be forwarded following our AGM Feb 26, 2017)*
- (b) A copy of your organizations current year budget and latest financial statement; *(to be forwarded following Board approval at AGM).*
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The Deadline to Submit Grant-in-Aid Applications is January 31st of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

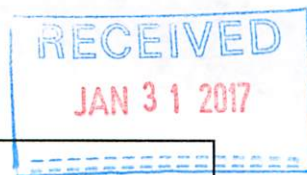
Signature of Applicant

January 25, 2017

Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Grant-in-Aid Application Form



Name of Organization: Port Alberni Marine Rescue Society	
Mailing Address: P.O. Box 98, Station Main, Port Alberni, BC V9Y 7M6	
Contact Name: Ian Arklie	Phone Number: 250-724-3744
Email Address:	

Grant Requested:	<input type="checkbox"/> Grant Assistance <input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>\$6,000</u> Details: _____

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S-28606

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
The Port Alberni Marine Rescue Society is a not for profit volunteer group whose primary focus is to support Station 39 of the RCM-SAR organization. Our Society has supported the RCM-SAR activities for the past 25 years and is responsible for the capital, maintenance and other costs associated with the operation of the "Alberni Responder" (a Falkins Class type 2 state of the art rescue vessel) and her crew. In 2016, our station members cumulatively, volunteered approximately 18, 600 hours to the station. The goal of the Port Alberni Marine Rescue Society is to ensure the vessel and the equipment and training provided to our members is of the highest standard possible.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|--|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

Station members volunteer their time to provide 24 hour search and rescue services, including medical evacuation, boating safety information, and courtesy vessel examinations to the communities/peoples within the Alberni Inlet of the Alberni-Clayoquot Regional District

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

The Port Alberni Marine Rescue Society applied for a Community Gaming grant in the amount of \$49,230, however, as the boathouse insurance issue had not been settled, we were only awarded \$18,000.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$6,000
Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

**Corporate Secretary
Alberni-Clayoquot Regional District
308 Fifth Avenue
Port Alberni, BC V9Y 2E3**

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.


Signature of Applicant

January 30, 2017
Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

**Port Alberni Marine Rescue Society
Anticipated Budget
2016 - 2017**

Expenses

Accounting Fees	\$ 1,700
Insurance (Vessel, Theft, Directors)	\$ 1,000
Fuel	\$ 9,000
On Water Training	\$ 4,500
Classroom Training	\$ 1,500
Moorage	\$ 5,000
Office Expenses (Cell/pager/internet/supplies)	\$ 4,500
Equipment (As per attached)	\$ 36,030
Repairs & maintenance	\$ 11,000

Total Expenses: \$ 74,230

Revenues

Community Donations/Fundraising	\$ 7,000
In-Kind Donations (Moorage, Vessel equipment & repair)	\$ 10,000
Training Reimbursement	\$ 5,000
Incident Reimbursement	\$ 3,000

Total \$ 25,000

Requested Gaming Funds \$ 49,230

Total Revenue \$ 74,230

Ian Arklie
Treasurer
Port Alberni Marine Rescue Society

Maggie Slassor
President
Port Alberni Marine Rescue Society



MARITIME
HERITAGE
SOCIETY
PORT ALBERNI

"Preserving, Presenting, Promoting
Our Maritime History"

Honorary Patrons

DR. JAMES P. DELGADO, FELLOW ROYAL GEOGRAPHICAL SOCIETY
BARBARA MARK, FOUNDING MEMBER, DIRECTOR EMERITUS

MEMBER
Canadian Museums Association
British Columbia Museums Association
Alberni Valley Heritage Network

January 20, 2017

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



Re: Application for ACRD Grant-in-Aid

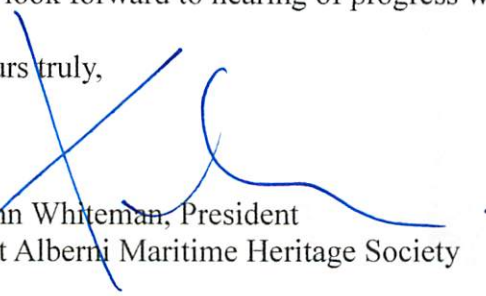
Please find enclosed with this letter the following documents in support of our application for a 2017 ACRD Grant-in-Aid.

1. Completed application form
2. A report outlining the proposed use of grant funds
3. Copy of our 2016 Program Annual Report
4. Our current year (2017) operational budget
5. Our latest (2015) approved financial statements

We trust that this is in order. Should you require further information please contact the undersigned by phone at 250-723-7158, or email at parider@shaw.ca.

We look forward to hearing of progress with this application.

Yours truly,


Kenn Whiteman, President
Port Alberni Maritime Heritage Society

Grant-in-Aid Application Form

Name of Organization: Port Alberni Maritime Heritage Society	
Mailing Address: Box 336 Port Alberni BC V9Y 7M8	
Contact Name: Kenn Whiteman	Phone Number: 250-723-7158
Email Address: parider@shaw.ca	
Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance <input type="checkbox"/> In-Kind Assistance Amount \$ 5,000.00 Details: _____

1. Is your organization non-profit? X yes

no

2. Is your organization a registered non-profit society in BC

X yes

no

If yes, please provide your Society Registration Number:

S-0019519

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

Port Alberni Maritime Heritage Society has the mandate to "Preserve, Protect and Promote the Maritime Heritage of Port Alberni and Barkley Sound"

We operate two small maritime museums on the Lighthouse Pier and provide a popular summer program of weekend events for families and children.

We also preserve a selected representative number of heritage vessels that have relevance to local marine history. The Banfield Lifeboat, a Boom-Boat, a dugout canoe and recently the steamboat "Swan" are the main exhibits.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Entire Regional District
<input type="checkbox"/> District of Tofino
<input type="checkbox"/> Electoral Area "A" (Bamfield)
<input type="checkbox"/> Electoral Area "C" (Long Beach)

<input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> City of Port Alberni
<input type="checkbox"/> District of Ucluelet
<input type="checkbox"/> Electoral Area "B" (Beaufort)
<input type="checkbox"/> Electoral Area "D" (Sprout Lake)
<input type="checkbox"/> Electoral Area "F" (Cherry Creek) |
|---|---|

5. Please describe how the services provided by your organization fill a need in the community:

The preservation and recording of our maritime heritage is important for reasons of education and academic research.

Our summer youth programs have become an important part of the summer activities of hundreds of children in the Valley.

The Maritime Museums are a major tourist draw receiving over 5,000 tourist visits per year. We are part of the Alberni Valley Heritage Network. Our winter "Heritage Nights" are a popular activity for those interested in maritime matters in the off season.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

We apply annually for a gaming grant of \$29,000.

We use the Canada Summer Student Jobs program to staff the junior guides in our museum galleries.

7. Has your organization received a Grant-in-Aid in the past from the Regional District? X yes
no If yes, complete the following:

Year: 2015 Amount: \$2,000

Year: 2016 Amount: \$5,000

8. Please include with your application, copies of the following:

(a) Annual Report;

(b) A copy of your organizations current year budget and latest financial statement;

(c) A brief report outlining what the Grant-in-Aid would be used for.

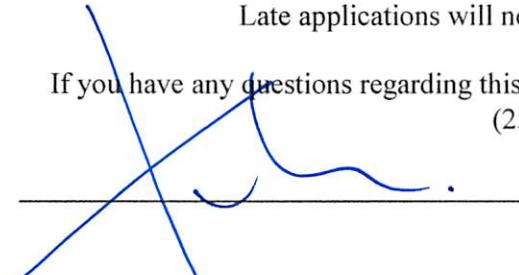
6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



Signature of Applicant

Jan 30 / 2017

Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

PORT ALBERNI MARITIME HERITAGE SOCIETY

Application for ACRD Grant-in-Aid – January 2017 PROPOSED USE OF GRANT FUNDS



Project goal: To complete construction of the heritage display for the 36-foot heritage wooden steamboat “*The Swan*”, next to the Maritime Gallery on the Lighthouse pier. The vessel is now protected under a building constructed in 2016 with the assistance of a grant from ACRD last year. A report on the success of our last year’s project is attached – showing very significant volunteer work.

Project Summary:

Port Alberni Maritime Heritage Society preserves, promotes and presents the maritime heritage of the Alberni Inlet and Barkley Sound. We are a registered Canadian Charity (CRA # 892082884RP0001). In November of 2015 we acquired the historic wooden steamboat “*The Swan*” which spent almost all its over 100 years of life in the ACRD area both on the Alberni Inlet and on Sproat Lake. This is a unique vessel which is probably not equalled anywhere in Canada. It is essential to preserve this vessel on land as it would be to expensive to keep it afloat.

Last year, partially with the assistance of the ACRD we constructed an open sided building both to preserve it from the worst of the elements and to allow the vessel to be restored and displayed to the public. It will become a major tourist attraction, both during restoration and on display afterwards.

This year’s project is to build a cradle to support the hull and begin the restoration work on the vessel. Materials for the cradle are estimated to cost \$2,500, and expenses related to restoration are likely to exceed \$10,000. As far as is possible the lumber will be sourced at the McLean Mill. As with last year’s work we expect to use significant volunteer labour in the construction. The project time frame is May 1, to June 30, 2017. If a grant is approved, early disbursement of some of the funds would be helpful.

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

Use of ACRD funds: The funds requested will be applied to the costs of the overall project.

Recognition: The contribution of ACRD will be prominently recognised on the Swan exhibit on completion of the viewing platform.

PORT ALBERNI MARITIME HERITAGE SOCIETY

ACRD Grant-in-Aid – 2016 REPORT CONCERNING USE OF GRANT FUNDS



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

Project Summary:

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

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

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

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

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

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

Coordinator Report Summary
September 26, 2016
Presented by: Nicole Shanks-Startup

Facility Changes

- Library has been catalogued and moved into the wooden cabinet
- New retail area has been set-up and DVDs and glassware added to inventory
- Ship models have been moved and TV relocated and now features "Kelp & Critters" presented by Rendezvous Dive Adventures
- New "Alberni Outboards, The Cole Collection" opened June 18, 2016
- Outdoor vessels received new signage
- Shelter for The Swan is in progress; estimated completion for fall 2016

Advertising & Publicity

- Same as in previous years. A lot of free advertising utilized and social media extensively used to promote
- Of note, MacK captured video of Water Bomber fly by and water drop. With likes and shares this video reached 75,365 people.

Hiring

- Hired 3 great students (MacK, Emma and Jenn)
- Received approval quite late and were only approved for 10 weeks vs. 13 as in previous years
- No volunteers this year from Parks and Recreation as we requested too late and they were all already committed to their own programs. We were well-staffed so not an issue, and Board members lent a hand during special events where needed.

Research Projects

- MacK: Ocean Ranger
- Emma: Malahat & Rum Running
- Jenn: The Swan

Visitors

May 28

Port Day in conjunction with PAPA
Total of 385 visitors

May 31

Alberni Elementary School Tour
Total of 60 visitors

June 18-30 (opened 13 days later than 2015)

Total of 1326 visitors

Average of 102 ppl/day (including Grand Opening Party)
(comparison of 59 ppl/day in 2015)

July 1-31

Total of 2437 visitors

Average of 78.6 ppl/day (Including Navy visit & Pirate Day event)
(comparison of 63 in 2015)

August 1-31

Total of 1615

Average of 52 ppl/day.
(comparison of 66 in 2015, and 78 in 2014)

Season Total:

Number of days open: 75

Total number of visitors: 5378

Daily average: 72 visitors per day (63 visitors per day 2015)

Including two events prior to opening day:

Total number of visitors: 5823

Daily average: 75.6

Children's Programs

- Changed from Saturdays by the Sea to Maritime Mondays
 - Program ran from July 4, 2016 - August 27, 2016
 - Themes included Puppet Show, Underwater World, Lighthouse Day, Ocean Mysteries, Flag Day, Tug Boat Day and Paint the Pier
- Total Cost: \$134.91 Total Attendance: 177 people

Extra Events

- Port Days
Total Attendance: 385 people
- Opening Day
Total Cost: \$81.78 Total Attendance: 180
- HMCS Whitehorse Visit:
Total Attendance: 372 people (over 2 days)
- Pirate Day
Total Cost: \$76.75 Total Attendance: 382 people
- Fishing Derby
Total Cost: \$85.74 Total Attendance: 225 people

A total cost could not be found for 2015 children's programs, however the total for 2014 was approximately \$894.54. The 2016 cost was approximately \$379.00. Including 7 Maritime Mondays, and all of the "extra events".

Financial Procedures

Cash procedure

The cash procedure remained the same as it was in 2015. We did a daily cash balancing sheet and had to record incoming and outgoing expenses on 4 different logs depending on the type of funds. There was a Donation log, Petty Cash log, Artist log and Retail Sales log. The Petty Cash log reflected money being added or taken out. The Retail Sales log records what items sold, the amount it sold for, and how many remaining. The Donations log records the amount of the donations and whether the donor requested a receipt (when applicable).

Payroll

We also changed the procedure for the payroll to make it more efficient. We began the season as in previous years, but soon switched over to the QuickBooks system. This eliminated the middle step performed by Kathy Sevigny. I (Coordinator) now enter payroll, generate pay stubs, write cheques and have become a signing authority.

Donations

We had a total of \$3,100.83 in donations this season (April 25-August 28). This included donations from the donation box, Tag Day, and the binoculars at Harbour Quay. Of this total, \$848.85 was added to petty cash, and \$2251.98 was deposited. In 2015 our donation total was \$1,320.70 and in 2014 \$1182.03. We are up \$1780.13 from last year, and \$1918.80 from 2014.

Gift Shop

Due to being low on stock from last season, we added more items to our gift shop. In addition to our previous stock of MDC T-shirts, golf shirts, hats, pins, postcards, build-a-tugboat kits, cards and T-shirts, we added DVDs from Rendezvous Dive Adventures, trail guides and glassware by Blasted Effects. We made a total of \$359.50 on retail sales this season.

We moved the library into the cabinet, and I (Coordinator) brought in a pine cabinet (on loan) to house the retail items. Now that we have a dedicated space, it might be worthwhile to add some more items like:

- Keychains
- Lighthouse knickknacks
- Mugs
- First Nations items
- Lanyards
- Children's items

Our retail price list is as follows:

- MDC Hats \$10 each.
- MDC Pins \$3.00 each.
- Postcards \$0.50 each.
- Build-A-Tugboat kits \$5 each.
- Sheila's cards \$3.00 each.
- Sheila's T-shirts \$12-\$20 each.
- Blasted Effects glassware \$7.00-\$20.00
- DVDs \$20.00
- Trail Guides \$3.00

Recommendations

- We are very low on t-shirts, should we consider a new order with more sizing?
- Having signage with arrows down Harbour Road. Plenty of tourists and locals expressed that we were difficult to find.
- A plaque explaining the fence fish project.
- New televisions. Possibly some touchscreens? We could try to make some interactive programs or apps pertaining to exhibits or related subjects. People could also swipe through photographs.
- A tsunami display as nearly everyone who comes in asks about it, and those who don't know about it, learn about it while here and want to know more.
- Heritage Passport where individuals visit each heritage site and collect stamps or stickers to be entered into draw.
- Continue with banner painting next year as it was a great way to attract attention as well as kept the students busy during quieter times.

Grant-in-Aid Application Form

Name of Organization	Vancouver Island North Film Commission		
Mailing Address:	900 Alder Street, Campbell River, BC V9W 2P6		
Contact Name:	Joan Miller, Film Commissioner	Phone Number:	250-287-2772
Email Address:	joan.miller@infilm.ca		

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance	
	Amount \$ <u>10,000.00</u>	Details: <u>See attached</u>	

1. Is your organization non-profit? yes no

2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S-0034704

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

See attached

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

See attached

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

See attached

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$7,500
 Year: 2015 Amount: \$7,500

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Miller

 Signature of Applicant

January 17, 2017

 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Alberni Clayoquot Regional District Grant in Aid Application 2017

Line #3

Services:

- Brings 20 years of networking resulting in close relationships with locations decision makers.
- INfilm is currently spearheading a workforce development initiative to provide film training to local skilled workers in order to support the needs of productions looking to film in the region. We have an ongoing initiative with North Island College
- INfilm is currently spearheading entry level Productions Assistant training for First Nations as the initial regional contact for film and new media
- Provide industry standard location packages including scouting and surveys for production clients (film, documentary, commercial, video and stills)
- Populate and maintain a regionally focused digital online image database
- Maintain an active and updated web, Facebook and Twitter presence
- Provide assistance for local extras casting and crew hire
- Act as conduit for permitting and liability insurance requirements and liaising (e.g. Parks, BC Hydro, Highways local and regional government)
- Track and maintain industry statistical data
- Global marketing in partner-shows and industry events
- Working with the Ministry of Jobs, Tourism and Skills Training on a Film Tourism Initiative
- Work with local businesses to attract opportunities for them to work with film and new media sector
- INfilm has 38,000+ images categorized and loaded into our data base and the Creative BC data-base

Benefits:

- Economic impacts - INfilm has facilitated over 100 million dollars in direct economic impact to the regions we service
- Businesses throughout the region have and continue to benefit from room nights for accommodation including crew per diem spent on meals,
- Rental companies, heavy duty equipment, laundry and other local services.
- Lumberyards and recycling companies have benefitted
- Location fees have been paid for private, public and First Nations lands.
- Local labour hired (carpenters, security etc and hundreds of background extras)
- INfilm has trained and hired a local ACRD locations scout who is working for us on a contract basis
- Training programs
- Film Induced Tourism opportunities

Line #5

The service we provide the ACRD attract and facilitate *jobs and local spending*. Film and new media are global industries. Film and television production generates millions of dollars of spending into the local economy and has incredible *positive economic spill over impacts on local businesses*. They are mobile and work in a very competitive business environment. The motion picture and recording industry is the fastest growing industry in British Columbia and has created at least \$2 Billion in spending in 2016 and is on track to grow even more in 2017. According to the Workforce BC Industry Outlook Profile the industry is expected to experience above average growth and is expected to be the fastest growing industry in terms of *employment*. This puts us in a unique position within the film industry to expand regionally outside the successful, yet saturated, area of Vancouver and the entire lower mainland area.

INfilm's service region has a long history as a resource based industry and we have all experienced the highs and the lows of those sectors. Central and Northern Vancouver Island communities are working to diversify. Like the other regions of BC, film and new media production has been identified as one of the key sectors to go after.

The second economic bump comes through *film induced tourism*. INfilm is presently working with Senior Tourism Development officers from the Ministry of Jobs, Tourism and Skills Training on a pilot film tourism program.

Line #6

List of other 2016 Government Funders

- \$30,000 - Province of British Columbia through Creative BC
- \$50,000 - City of Campbell River
- \$15,000 - City of Nanaimo through NEDC
- \$10,000 - Nanaimo Regional District (Special project) website, workforce training
- \$ 5,000 - Town of Parksville
- \$ 3,000 - Town of Qualicum Beach
- \$15,000 - Comox Valley Regional District
- \$ 500 - Mt Waddington Regional District

Line #8

a) Annual Report - INfilm submits all its 2016 information to Creative BC for an annual report delivered by the Province. The report should come out in February. As soon as the Province releases its report we will then release ours. It will be immediately sent to all of our funders.

b) Financial Statement and current budget:

2015 financial statement attached, 2016 is with accountant we will forward when completed

Current Forecast Budget: The following budget is based on the funding request we have made to the region. A final working budget will be approved by our Board of Directors once we have confirmation of approved support from our applications.

INfilm 2017 Budget Forecast			
Revenue			
	City of Campbell River	\$50,000.00	
	Comox RD	\$15,000.00	
	Alberni Clayoquot RD	\$10,000.00	
	City of Nanaimo	\$30,000.00	
	Town of Qualicum Beach	\$5,000.00	
	City of Parksville	\$10,000.00	
	Cowichan Valley RD (Ladysmith)	\$6,000.00	
	Mount Waddington Regional District	\$3,000.00	
	Province of BC	\$30,000.00	
	TOTAL	\$159,000.00	
Grants	Island Coastal Economic Trust	\$5,000.00	Website upgrade
IN-Kind	<u>Rent</u>	\$6,000.00	
	<u>BC Ferries Travel</u>	\$1,200.00	
Expenses			
	Bank fees	\$400.00	
	Insurance	\$2,600.00	Directors/liability/ICBC
	Licenses / Membership Dues	\$1,800.00	AFCI / RFCABC membership
	Marketing	\$5,000.00	Trade Shows / joint BC marketing
	Misc	\$1,500.00	
	Professional fees	\$2,000.00	Bookkeeper / accountant
	Location Scouts	\$7,000.00	
	Capitol/computers/cameras	\$3,000.00	replace old computer
	Repairs/maintenance	\$500.00	
	Salaries/benefits	\$108,000.00	
	Supplies/postage	\$500.00	
	Software/server maintenance	\$1,700.00	
	Website	\$10,000.00	Website update
	Telephone/utilities	\$2,600.00	
	Travel	\$3,000.00	Vancouver meetings / region
	<u>Vehicle</u>	<u>\$9,400.00</u>	<u>Lease / maintenance / fuel</u>
	TOTAL	\$159,000.00	

c) What Grant In Aide will be used for - The grant in aid will be used to cover costs of services on Line #3



January 30, 2017

Mr. John Jack, Chairperson,
Board of Directors,
Regional District of Alberni-Clayoquot,
3008 5th Avenue, B.C.
V9Y 2E1

Dear Chairperson and Board of Directors:

Re: Infilm's Grant-in-Aid Application for \$10,000

Vancouver Island North Film Commission (INfilm) appreciates the previous support we have received from the Regional District of Alberni-Clayoquot. Recognizing the increased production levels in your region and the demands on INfilm's staff time and travel we request the Board of Directors' consideration of an investment of \$10,000 for 2017.

Funding for INfilm is provided in collaboration with other communities, regional districts and the Provincial Government through Creative BC. INfilm provides a regional economic development service specific to the attraction of the film and new media industry.

INfilm's staff is fully licensed by the Association of Film Commissioners International. Their reputation for providing industry standard service, their years of experience and understanding of the business, along with extensive knowledge of each community is an asset to both the clients and the region we represent.

Client services include but are not limited to:

- full service office
- script breakdown, locations scouting and surveys
- extensive inventory of digital location images and software tools
- 23 years experience building industry networks and relationships

Services provided to the Regional District of Alberni-Clayoquot, (ACRD)

- promote the ACRD as a film friendly community
- provide liaison and fixer services to production filming in the ACRD
- continue to populate INfilm / CrBC digital photo libraries with ACRD images
- include the ACRD in marketing materials distributed at industry events and trade shows
- include ACRD filming locations on on-line film tourism map
- Include the ACRD in the Workforce Development Initiative to create a trained and experienced regional film crew

As the film industry reaches capacity in the lower mainland, pressures are mounting for production companies wanting to set up in British Columbia but can't find the crews or the locations in Vancouver and area. Regional Film Commission areas like INFilm's are interested

and able to accommodate more production activity but need to develop regionally trained crew programs and other partnerships in order to better meet demand with in the sector and specifically by the film companies. Ironically, at the same time, skilled tradespeople and other pools of potential crew have been seeking work, [i.e.: experienced trade workers from Island Unions etc.], while the film industry is challenged to service growing demand traditional trades such as construction, electrical, painting, landscaping, pipefitting and beyond could be tapped into to support film and television production.

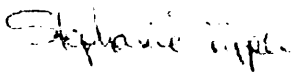
Aligning common interests from a variety of stakeholders is important to advance the conversation and move forward with a strategy to open up new job opportunities and strategically advance regional film activity by training and supporting the regions workforce and beyond. In 2016 INfilm in partnership with North Island College, Industry Training Authority, Local skilled Trade Unions and the BC Film Unions have been working together to develop a plan to train a local film workforce. Meetings and negotiations are ongoing but the energy and interest in collaboration is strong. We now have traction as we continue to spearhead all opportunities for job creation in our region.

In 2017 we are rolling out a new website funded in partnership with Island Coastal Economic Trust. The website will provide easy access to regional information, an updated film tourism map, community profiles and a local crew data base to name just some of its assets. INfilm will continue to expand its social media presence including Facebook, Twitter and Instagram. Workforce development, the ability to connect skilled labour to support the film sector has been a priority in 2016 and continues to advance in 2017.

The film, television and new media industry is already extremely busy forecasting another record year. Our staff hit the new year running; they have been out and about touring with clients and scouting locations for 2017 production. As well staff is currently working on the year end report, tallying film days and production information to be delivered to Creative BC for inclusion in the 2016 Provincial Film Production Report which will be released by the Province. Shortly following that announcement we will provide our year end information and highlights to our community funding partners.

Production attracted to the ACRD has generated local jobs, booked thousands of room nights, bought goods from local businesses and left a noticeable economic footprint in the communities. INfilm looks forward to a very strong 2017 and all the economic benefit it will provide you community and the region we are proud to serve.

Yours truly,



Stephanie Tipple, President
Vancouver Island North Film Commission



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
Port Alberni, BC V9Y 7X2
Tél. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

January 30, 2017

Mr. John Jack, Chairperson
Board of Directors,
Alberni-Clayoquot Regional District
3008 - 5th Avenue, B.C.
V9Y 2E1

Dear Chairperson and Board of Directors:

Re: Vancouver Island North Film Commission's 2017 Grant-in-Aid Application

On behalf of the Port Alberni Port Authority (PAPA) please accept this letter as expressed support of the Grant-in-Aid Application of the Vancouver Island North Film Commission [INfilm]. We have direct knowledge of the direct and indirect economic benefits that productions brought to the various areas within our region due to the film services of INfilm. As such, we believe INfilm is worthy of a Grant-in-Aid.

The economic impacts are deep and far ranging. For examples, businesses throughout the region have and continue to benefit from room nights for accommodation including crew per diem spent on meals, laundry and other local services. Additionally, economic impacts have been felt through heavy equipment rentals, cranes, graders, dump trucks to local car and boat rentals, port-a-potties, lumber yards. Perhaps most importantly to our region, film productions have created significant direct local employment for carpenters, electricians, security and background extras. All this skilled labour is frequently in demand as is the need to acquire product support from numerous small businesses who can supply the particular needs of a production. Last but not least, location fees have been paid for private, public and First Nations lands.

Perhaps the highest profile example of a local company benefitting from INfilm's efforts is Coulson. This Port Alberni company has found a niche market for their planes, helicopters and specialty aircraft being used as "stars" of a variety of productions including documentaries and feature films. This exposure certainly helps to reach new markets and create new customers, therefore, adding to the viability of this company and all those it employs. Of course, the benefits from filming throughout the Alberni-Clayoquot Regional District are impressive as they touch many other sectors including tourism. INfilm has long championed the development of film induced tourism using the power of the screen to attract visitors to the film locations.

I applaud INfilm's current initiative to develop a local workforce working in collaboration with skilled local trade workers, North Island College and the film sector. PAPA has expressed support for INfilm's efforts and I hope you positively consider its request for funding to continue its good work in our region.

Respectfully,

David McCormick, MBA
Director, Public Relations & Business Development



CITY OF PORT ALBERNI

City Hall
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8
Tel. (250) 720-2527 Fax: (250) 723-1003

Mr. John Jack, Chair
Board of Directors
Alberni-Clayoquot Regional District
3008 – 5th Ave
Port Alberni, BC

(Sent via email)

Dear Mr. Chair and Board Members

I am aware that the Vancouver Island North Film Commission (INFilm) is applying for (increased) funding from the Alberni-Clayoquot Regional District. I am also aware that the City of Campbell River has borne a disproportionate cost of the INFilm office operations since its inception. Accordingly I am providing a letter of support for their request.

As one who has lived and worked in a few communities in BC and California where a film was shot, I have experienced firsthand the terrific economic benefits arising from the production. Moreover I have witnessed the lasting benefits accruing from the subsequent tourist and investor interest in the 'film location'.

INFilm have secured spending in several of our communities through the feature productions, documentaries, television programs and commercials they have attracted to our region.

The two staff members at INFilm are in continuous touch with my office looking for locations and services for the aforementioned and are very easy to work with.

The film industry is 'clean' and one of the sectors identified for diversification in the City's economic development strategic plan,

Sincerely

Pat Deakin
Economic Development Manager
Ph: 250.720.2527
Email: patrick_deakin@portalberni.ca

Westcoast Inland Search and Rescue Society
P.O. Box 978, 620 Industrial Way,
Tofino, BC VOR 2Z0



Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, B.C.
V9Y 2E3

January 26th, 2017

Please find attached our application for a Grant-In-Aid for 2017. The Westcoast Inland Search and Rescue Society (WISAR) would like to thank you for your donations in previous years. Grants like yours have allowed us to continue to develop and maintain our capacity to provide an effective emergency response service to our communities.

In 2015-2016 we trained 20 more community members who have now become part of the team. Along with this we have acquired a few more tools that will enable us to provide a greater service to our communities and the surrounding area.

Phase two of our vehicle response capability plan is just about complete and we have purchased a smaller initial response vehicle. This new acquisition allows us to hastily search logging roads, and provide a means better means to assist in mutual aid call on the island. Of great importance, the new vehicle also serves as a very important tool for rapid intervention if one of our members is in distress or injured.

We are asking for the Alberni-Clayoquot Regional District for a Grant in Aid of \$6,000 to be split between:

1. Completing additional upgrades to the new initial response vehicle,
2. The renovations of the WISAR Hall to accommodate the new initial response vehicle (includes a new bay door to be installed and moving the interior stairs).

While continuing to build our capacity we still respond regularly to emergency tasks in our region. We are also maintaining our trained and certified membership with regular exercises and training programs to maintain readiness and maintain and continually increase the level of skills in the team. This includes basic ground SAR training, more advanced rescue training, and familiarity with the region.

Westcoast Inland Search and Rescue Society
P.O. Box 978, 620 Industrial Way,
Tofino, BC VOR 2Z0



More information is available at our web site <http://www.westcoastsar.org/> which we are in the process of updating; please do not hesitate to contact me if you have any questions. Thank you for your consideration of this application and once again we thank you for the support you have provided WISAR the past.

Yours Sincerely,

Tim Webb
President, Westcoast Inland SAR
250 725 2440
tofinotim@gmail.com

Grant-in-Aid Application Form

Name of Organization		Westcoast Inland Search and Rescue Society
Mailing Address:		PO Box 978 Tofino, BC, V0R 2Z0
Contact Name:	Timothy Webb	Phone Number: 250 720 3063
Email Address:	tofinotim@gmail.com	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance Amount \$ <u>6,000</u>	<input type="checkbox"/> In-Kind Assistance Details: _____
------------------	--	---

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S0039833

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

Please see attached documents.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|--|
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Entire Regional District <input checked="" type="checkbox"/> District of Tofino <input type="checkbox"/> Electoral Area "A" (Bamfield) <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <ul style="list-style-type: none"> <input type="checkbox"/> City of Port Alberni <input checked="" type="checkbox"/> District of Ucluelet <input type="checkbox"/> Electoral Area "B" (Beaufort) <input type="checkbox"/> Electoral Area "D" (Sproat Lake) <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |
|---|--|

5. Please describe how the services provided by your organization fill a need in the community:

 Please see attached documents.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

 Please see attached documents.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 ✓ yes no If yes, complete the following:

Year: 2016 Amount: \$6,000
 Year: 2015 Amount: \$6,000

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

 Signature of Applicant

 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT
2017 GRANT-IN-AID
APPLICATION**

Name of Organization

Westcoast Inland Search and Rescue Society (WISAR)

WISAR is a non profit society and is a registered charitable organization

Mailing Address

Westcoast Inland Search and Rescue Society
P.O. Box 978,
Tofino, BC VOR2Z0

Name of Contact Person

Timothy Webb, President WISAR

Telephone/Fax

Mobile: 250 720 3063
Telephone: 250 725 2461
Fax: 250 725 2440
E-mail: tofinotim@gmail.com
Web site: <http://www.westcoastsar.org/>

Society Registration Number

S-39833

Name of Project

Search and Rescue training and development

Type of Project

1. Personal Protective Equipment for the new members;
2. The purchase of an initial response vehicle;

Amount of Grant Requested

We are requesting \$6,000 from the Alberni-Clayoquot Regional District.

Who will it serve?

The target population benefiting from WISAR Society activities consists of the residents of the region and visitors. The resident population of the Clayoquot Sound Region is approximately 6,000 spread between the villages of Tofino, Ucluelet, Toquaht, Opitsit, Ahousaht, Hot Springs (Hesquiaht) and a number of small settlements, float homes, etc. Tourist numbers in the region vary widely but can be as high as 20 000 on a peak summer day. Other visitors to the region include mushroom pickers who range through forested areas. Many tourists travel by kayak but may become lost on land requiring the searching of exposed coastal shoreline. Some tourists stop to walk along the rapids of the fast flowing Kennedy River (beside Highway 4 between Port Alberni and Tofino), increasing the need for a fast response to a river incident. Highway 4 is a relatively high hazard highway and we have been involved in a number of response tasks to search for missing travelers and to respond to motor vehicle accidents.

WISAR has received support from a wide range of agencies in the region including municipal governments, RCMP, Coastguard, forest companies, National Parks and others.

In addition to its core area WISAR also provides mutual support to other agencies from Nootka Island to Port Renfrew and the Port Alberni area. We have been included as a resource in a number of recent industrial safety plans in the region. We are an important resource in the West Coast communities.

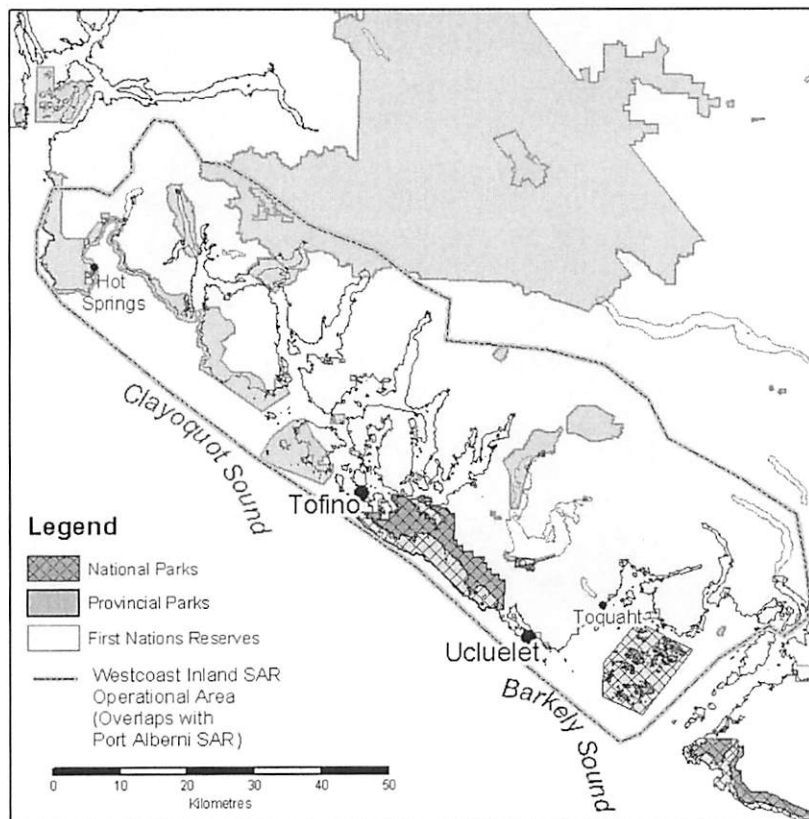


Figure # 1: Shows the Westcoast Inland Search and Rescue Society Operational Area.

How many will be directly involved?

Certified WISAR Membership actively able to respond immediately to emergency callouts is currently 20. These members provide substantial in-kind contributions in terms of training time, operational callouts and participation in other emergency planning and management activities in the region. At the moment we are training 20 new community members by providing an 80 hour in-house SAR course.

The trained individuals in the WISAR Society represent an important resource for search and rescue operations in particular but for all emergency management related activities including disaster response. WISAR has provided support and active membership to the Emergency Management Committees in both Tofino, Ucluelet, and the Area C emergency management committee when requested.

What is the economic benefit to the area?

1. Prevention of Loss of Life:

The climate on the West Coast of Vancouver Island receives over 3 metres of rain per year, and is inhospitable to anyone who is lost or injured. The Society can increase its chances of finding someone in the crucial first few hours or days as it provides more adequately trained and equipped volunteers. Loss of life has obvious impacts to the owner, but also affects family, friends, and is disruptive to the economy of a community.

2. Mitigation of Injuries:

The earlier someone is found, the less severe his or her injuries are likely to be. Serious injuries put a drain on health care resources and cause economic hardship. One or two cases of advanced hypothermia could cost the taxpayer more money than is requested in this proposal.

3. Reduced Cost to Taxpayer:

Volunteer searchers do work that would otherwise have to be done by public servants or private companies. In the past, searches in Clayoquot Sound have been carried out by groups from other areas. This has resulted in higher travel and support costs compared with a locally based group.

4. A Safety Resource for Industry in the Region

We are increasingly being asked to provide details of our capabilities to groups writing safety plans for operations in remote areas of the region. We can be an important adjunct to other resources for difficult and technical evacuations.

5. Value to Tourism Economies:

Having local search and rescue capability makes the West Coast of Vancouver Island a safer place to visit. This may give a competitive advantage to British Columbia over other rugged travel destinations. Clayoquot Sound is in a UNESCO Biosphere Reserve and it is expected that the level of tourism, including wilderness based tourism, will increase in the coming years.

Overview of Attached Financial Statements

Summary financial statements for 2015 are attached – the financials for 2016 have not been completed yet.

A key feature of the WISAR organization is that with the donation of relatively small amounts of money from local governments and organizations we have been able to leverage very large in-kind contributions and grant funding from external agencies. While we have been able to get provincial and federal grant funding this would not be possible without the monies that we receive from local governments.

Grants from the Regional District of Alberni Clayoquot have allowed us to address targeted projects including the acquisition of safety equipment for road searches and training and equipment for shoreline search and rescue activities as well as critical help to complete our SAR building.

Society Background

The Westcoast Inland Search and Rescue (WISAR) Society is based in the communities of Tofino and Ucluelet and provides Ground and Inland Water Search and Rescue services to local police authorities (RCMP and National Park Wardens) for Clayoquot Sound, and parts of Barkley Sound. The Society currently has 30 volunteer members with a new intake just being trained.

The geography of the WISAR operational area includes hundreds of kilometers of coastline in the traditional territories of several First Nations. In the course of various SAR responses, WISAR interacts with more than 16 other agencies: two RCMP detachments; several neighboring GSAR Groups; two volunteer fire departments, national and provincial parks; Canadian Coast Guard and Coast Guard Auxiliary; BC Ambulance Service; emergency coordinators in two municipalities and five First Nations Bands; and the Department of National Defense.

Project Description

In 2015-2016 we trained 20 more community members who have now become part of the team. Along with this we have acquired a few more tools that will enable us to provide a greater service to our communities and the surrounding area.

Phase two of our vehicle response capability plan is just about complete and we have purchased a smaller initial response vehicle. This new acquisition allows us to hastily search logging roads, and provide a means better means to assist in mutual aid call on the island. Of great importance, the new vehicle also serves as a very important tool for rapid intervention if one of our members is in distress or injured.

We are asking for the Alberni-Clayoquot Regional District for a Grant in Aid of \$6,000 to be split between:

1. Completing additional upgrades to the new initial response vehicle,
2. The renovations of the WISAR Hall to accommodate the new initial response vehicle (includes a new bay door to be installed and moving the interior stairs).

Grant-in-Aid Application Form



Name of Organization <p style="text-align: center;">West Coast Aquatic Management Association</p>	
Mailing Address: <p style="text-align: center;">7 - 5440 Argyle St., Port Alberni, BC V9Y 1T7</p>	
Contact Name: <p style="text-align: center;">Tawney Lem</p>	Phone Number: <p style="text-align: center;">250-724-3600 x 4</p>
Email Address: <p style="text-align: center;">tawney@westcoastaquatic.ca</p>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>17,000</u>	Details: _____

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S47556

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

Please see attached letter

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

 Please see attached letter

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

 \$304,000 Foundations and Private Donations

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2015 Amount: \$17,000
 Year: 2016 Amount: \$17,000

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



 Signature of Applicant

 Jan. 25, 2017
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:



West Coast Aquatic

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

Jan. 25, 2017

Re: Description of How Grant-in-Aid Will Be Used, Report on 2016, Financials, and Budget

Dear Mayors, Directors, and Corporate Secretary:

Since 2001, West Coast Aquatic has been working to promote the conservation and sustainable use of aquatic resources on the West Coast of Vancouver Island through community-based management, planning and stewardship. Our vision is: communities, businesses, government and researchers working together through good governance; a healthy aquatic ecosystem with prosperous and sustainable uses and activities; and leadership in sustainable development.

The Year in Review (2016-17)

This past year has been a significant one for us, with highlights including:

- The successful opening of the Alberni Aquarium and Stewardship Centre, which saw over 8000 paid visitors, attracted 300+ annual memberships, welcomed numerous school and group tours, and hosted various educational events.
- The completion of the Marine Ecosystem Reference Guide (now ready for partner beta testing) after a 6 year development and engagement period, that will inform ecosystem based decision making by government and industry.
- A trip to Ottawa to lobby for: \$15M towards habitat restoration in a bid to protect a resource vital to the social, cultural, and economic wellbeing of our communities; and \$150k annually towards the Salmon Roundtables.
- Raising over \$1M, cash and in kind, towards regional salmon enhancement and habitat restoration projects.
- The convening of a WCVI wide community forum to gather local perspectives on the Pacific Salmon Treaty.
- Continued facilitation of area based, multi-sector Salmon Roundtables (including the Barkley Harvest table, Barkley Stewardship table, and Clayoquot table) that are being discussed as a co-management model with nation wide applicability, and that have the support of industry to expand to other species.
- Sharing our message and examples of our work internationally at the Slow Food (and Slow Fish) gathering in Turin, Italy.

- Increased participation of Nuu-chah-nulth Nations at the WCA Governance Board.
- Co-hosting the Fish and Fishermen forum to document the challenges and opportunities faced by local fishers.
- A logo and full website refresh to better communicate our organizational values and work.

The past grants-in-aid that the ACRD has provided have contributed to this work. To respect these contributions, we continue our commitment to bring tangible results to communities and individuals in the regional district. To this end, we:

- Employ local people – in 2016 this included 2 permanent full time, 12 summer staff (including university and high school students), and 9 part-time seasonal staff
- Contract local people – including GIS technicians, graphic designers, web designers, equipment operators, biologists, facilitators, and a videographer
- Procure local goods and services – including caterers, office supplies, aquarium food and supplies, furnishings, accounting, printing
- Provide meaningful volunteer opportunities
- Contribute to the local tax base.

In terms of our relationships with funders and contributors, one priority of WCA is to demonstrate leveraging and return on investment. In 2016, for every \$1 that the ACRD invested in WCA, we brought \$82 dollars into the region.

The Year Ahead: 2017-2018

In 2017-2018 we will continue to adhere to the values, principles and objectives you helped set out in the Coastal Strategy. The key themes of our work will include collaborative governance, ecosystem approach, access to resources, and stewardship. Strategic initiatives for the coming year will include:

- Refreshing the 5-yr old Priority Action Areas in the Coastal Strategy, which will include evaluating areas of the strategy that have not yet received significant attention (e.g. climate change).
- Initiating a monitoring program at a local and regional level, for both ecological and social indicators.
- Contributing to the national discussion on Marine Protected Areas, which may include federal proposal of a large MPA offshore of the WCVI coast.

- Developing proposals for the federal Oceans Protection Plan in the areas of community based emergency response and the identification of habitat restoration priorities.
- Facilitating and coordinating the Barkley and Clayoquot wild salmon initiatives.
- Facilitating the WCA Governance Board.
- Hosting events to explore expanded opportunities for collaborative governance.
- Providing training on the use of the Marine Ecosystem Reference Guide (MERG).
- Exploring the expansion of MERG to the offshore area.
- Promoting the expansion of the roundtable model beyond salmon to other species of interest.
- Identifying gaps in the economy, and facilitating economic development projects.
- Implementing stewardship projects in the areas of habitat restoration, protection, species enhancement, and education.
- Conducting feasibility assessments on economic opportunities as part of our own financial sustainability strategy.

These activities, and the Coastal Strategy, fill an important role in the community – that is, supporting diverse governments, communities, and businesses to work together around a coastal ecosystem approach. As we gain exposure to peers in other national and international jurisdictions, it is confirmed that WCA is a unique organization.

The ACRD is a core member and funder within the WCA Governance Board’s Terms of Reference. Regional Government’s investment has been of key importance in enabling us to leverage other funding. We use the grant-in-aid to cover part of our core costs and meet diversification requirements of funding sources.

We are respectfully requesting \$17,000 for this fiscal year, which is the same as we received last year. For each dollar that local communities invest, we will continue to help you show strong returns and benefits to communities. Thank you for your continued support of our organization and our shared vision of bringing ecological and economic benefit to the west coast. By supporting this work, you will be recognized at home and abroad as leaders in creating ocean health and wealth for your communities.

Sincerely,



Tawney Lem, WCA Management Association Executive Director

Alberni Valley Wrestling Club
10288 Bishop Drive, Port Alberni, BC, V9Y 9A6



Dear Regional District Directors,

I am writing to submit a request for a grant from the Regional District to assist the Alberni Valley Wrestling Club and Alberni District Secondary to host the 2018 BC Secondary Schools Wrestling Championships for boys and girls March 1 – 3, 2018.

We are excited to be hosting the BC High School Championships here in Port Alberni for the fifth time having previously hosted the event in 1985, 1998, 2002 and 2008. This event will bring over 600 competitors, in grades 8 -12 from over 100 schools from around BC to the Alberni Valley. We expect over 40 local athletes from Port Alberni and Ucluelet to qualify for this prestigious championship. Due to the size of this event we will be holding it in the Alberni Valley Multiplex as we did in 2008.

The 2018 BC's will attract well over 1500 people to the Valley for those days in March. In addition to years when we have hosted the BC's we have hosted The Alberni Armada Invitational 34 times. These events have brought hundreds of thousands of dollars in economic activity to our area in addition to enhancing the knowledge and appreciation for what the region has to offer. Over 250 volunteers and many, many sponsors will help make this event happen.

Without support of our sponsors and the grants we receive from the Regional District and others it would be impossible to host major events such as this. The expenses for the BC's are far greater than for our Invitational so we are hoping the ACRD will consider this event for the maximum grant of \$2,500.

We recognize you receive many requests and appreciate your consideration. Thank you for your ongoing support.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom McEvay". The signature is fluid and cursive.

Tom McEvay
Alberni Wrestling
250-724-0577
tmcevay@shaw.ca

Grant-in-Aid Application Form

Name of Organization: ALBERNI VALLEY WRESTLING CLUB	
Mailing Address: 10288 BISHOP DR. PORT ALBERNI BC V9Y 9A6	
Contact Name: TOM MCEVAY	Phone Number: 250-724 0577
Email Address: tmcevay@shaw.ca	

Grant Requested: \$ 2,500	<input type="checkbox"/> Grant Assistance Amount \$ _____	<input type="checkbox"/> In-Kind Assistance Details: _____
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1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no
 If yes, please provide your Society Registration Number: **S-0021156**

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

YOUTH DEVELOPMENT THROUGH THE SPORT OF OLYMPIC WRESTLING AND COMMUNITY SERVICE. WE SERVE OVER 500 YOUTH IN THE ALBERNI VALLEY EACH YEAR AGES 8-18. WE ASSIST WITH NUMEROUS COMMUNITY PROJECTS AND EVENTS EACH YEAR. WE PROMOTE SERVICE LEARNING TO OUR ATHLETES AND WE POSITIVELY CONTRIBUTE TO LIFE IN OUR COMMUNITY.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:
- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:
WE PROVIDE HEALTHY PHYSICAL ACTIVITY AND CHARACTER DEVELOPMENT FOR YOUTH AGES 8-18. WE PROVIDE STRONG ADULT ROLE MODELS AND MENTORS FOR YOUTH. WE TEACH THEM TO SET GOALS AND TO PURSUE THEIR DREAMS. WE FOSTER COMMUNITY SERVICE.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:
WE RECEIVE GRANTS FOR OTHER ASPECTS OF OUR PROGRAM. FOR THIS EVENT WE WILL ALSO APPLY TO BE SCHOOL SPORTS FOR ASSISTANCE (SEE BUDGET)

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: 1500
 Year: 2015 Amount: 1500

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.


 Signature of Applicant

December 6, 2016
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Grant-in-Aid
Application Form



Name of Organization: <u>Central Westcoast Forest Society</u>	
Mailing Address: <u>PO Box 641, Ucluelet, BC, V0R 3A0.</u>	
Contact Name: <u>Jessica Hutchinson Mandala Smulders</u>	Phone Number: <u>250-726-2424.</u>
Email Address: <u>info@clayoquot.org</u>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>3500 -</u>	Details: _____

- Is your organization non-profit? yes no
- Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: 8903 6358 RR0001

- Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

The mandate of Central Westcoast Forest Society (CWFS) is to 1) restore forest and stream ecosystems that have been negatively impacted by logging + human activities 2) enhance aquatic and terrestrial habitat management through research and monitoring projects and 3) engage the community through education and employment. Over the past two decades CWFS has completed over 53km of stream habitat restoration, 89 hectares of riparian restoration, and have invested over \$11 million in habitat restoration on the west coast of Vancouver Island.

- Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|--|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

Watersheds within the ACPD have been negatively impacted by past logging practices, road building, and infrastructure. CWFS provides restoration efforts aimed at restoring ecosystem health within these watersheds. Our efforts have shown increased Pacific Salmon populations and wildlife abundance in these degraded watersheds. CWFS restoration crew is composed of local residents from Tofino, Ucluelet, and surrounding First Nations.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

DFD - Recreational Fisheries Conservation Partnership Program
 Ministry of Transportation and Infrastructure
 Pacific Salmon Foundation

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$3500
 Year: 2015 Amount: \$3500

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



Signature of Applicant

Jan. 22, 2017

Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

CENTRAL WESTCOAST FOREST SOCIETY



English Cove Restoration Project 2016

Prepared for: Alberni Clayoquot Regional District

Mandala Smulders

1/22/2017



Project Summary

The English Cove Watershed Restoration Project is located in Tla-o-qui-aht First Nation traditional territory in Clayoquot Sound, Vancouver Island, British Columbia (Figure 1). The English Cove Watershed is intersected by the Pacific Rim Highway that runs between Ucluelet, BC and Tofino, BC. It is located between Maltby Road within the District of Tofino and the north end of Pacific Rim National Park Reserve. The streams in this watershed flow generally in an Easterly direction crossing the Pacific Rim Highway and exiting into English Cove. The watershed supports populations of coho (*O.kisutch*), sea-run and resident cutthroat (*Salmo clarki clarki*) and rainbow trout (*O.mykiss*); this watershed may likely support populations of steelhead (*O. Mykiss*) and chum (*Oncorhynchus keta*) as well.

Central West Coast Forest Society completed an assessment of the culverts, stream crossings and the habitat conditions at stream crossings sites on Pacific Rim Highway between Maltby Road and the Northern entrance to Pacific Rim National Park Reserve (PRNPR). The objective of this project was to identify potential fish bearing streams, assess habitat and culvert conditions and to prioritize the replacement of culverts to restore fish passage within the English Cove Watershed. There were 13 culverts identified within this study; many of which were hung, collapsed, lacking embedment, and non-fish passable overall. The upstream habitat conditions are excellent for supporting healthy fish populations; however due to the collapsed and hung culverts, many of the creeks that run into English Cove have been segmented; blocking fish passage upstream.

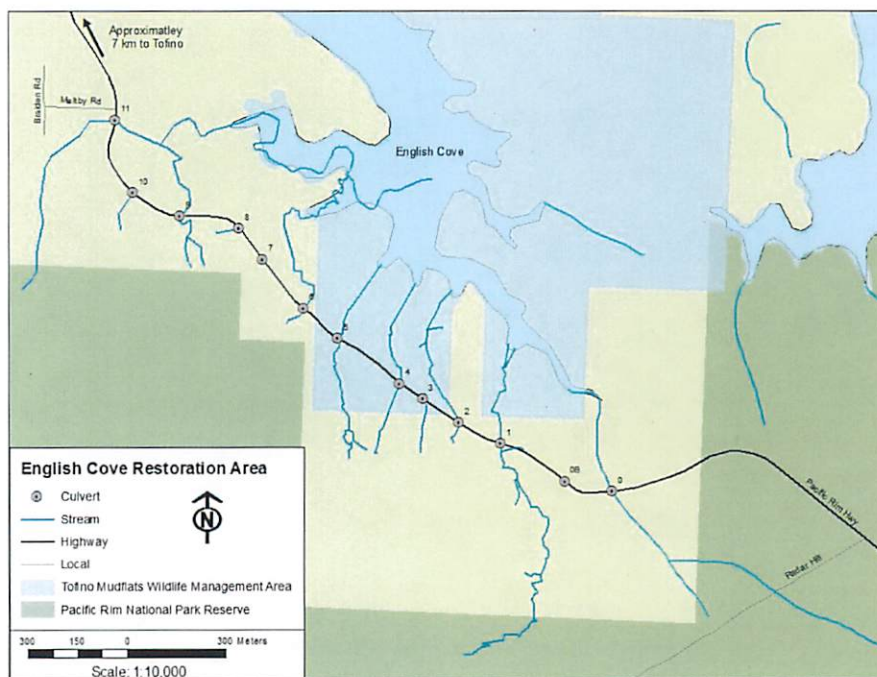


Figure 1 English Cove Watershed overview map



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FOREST
SOCIETY

1920 #2 Lyche Road
Po Box 641 Ucluelet BC, V0R 3A0
250-726-2424
info@clayoquot.org
clayoquot.org

Historically, the English Cove Watershed supported healthy coho (*Oncorhynchus kisutch*) and blue-listed cutthroat trout (*Oncorhynchus clarkii clarkii*) populations, providing fish values that supported healthy spawning and rearing habitat. Unfortunately, these species are in decline, due in part to habitat degradation from road construction, and logging.

Cutthroat trout are blue-listed, meaning that the population is of special concern and at risk in BC. Locally this species is in serious decline and populations are already extinct. Habitat quality is degraded to the point where cutthroat are in danger of being extirpated from the area. Cutthroat trout are dependent on small streams for spawning and rearing but in the past small streams were overlooked by development, forestry, and road building. The English Cove Watershed contains many small streams with high quality habitat, however, due to collapsed culverts much of the upstream habitat is not accessible to most fish species.

The English Cove Watershed Restoration Program was initiated in 2014 to restore fish habitat, help increase fish populations, and rebuild this once popular fishing ground. This year, habitat restoration was geared towards improving fish habitat connectivity and restoring riparian habitat. Along with in-kind help from Ministry of Transportation and Infrastructure (MOTI) and funding from RFCPP, Pacific Salmon Foundation (PSF) and the Alberni-Clayoquot Regional District (ACRD), Central West Coast Forest Society (CWFS) constructed upstream habitat on Tsa-aktlis Creek (Creek 4) and Tsa-ahtas Creek (Creek 6), and replaced the collapsing woodbox culvert on Tsa-aktlis Creek (Creek 4) and Tsa-ahtas Creek (Creek 6).

Summer 2016 Activities

Culvert Replacement and Riparian and Instream Restoration

Many culverts along Pacific Rim Highway within the English Cove Watershed are collapsed and hung. These culverts are impeding fish passage and reducing stream flows, resulting in reduced spawning and rearing grounds for local fish species. To improve habitat connectivity in the English Cove Watershed, CWFS, with help from multiple funders and the Ministry of Transportation and Infrastructure (MOTI), completed a culvert replacement project during the 2016 fish window. Tsa-aktlis Creek (Creek 4) and Tsa-ahtas Creek (Creek 6) were chosen for this project based on the high quality upstream fish habitat values (Figure 2).

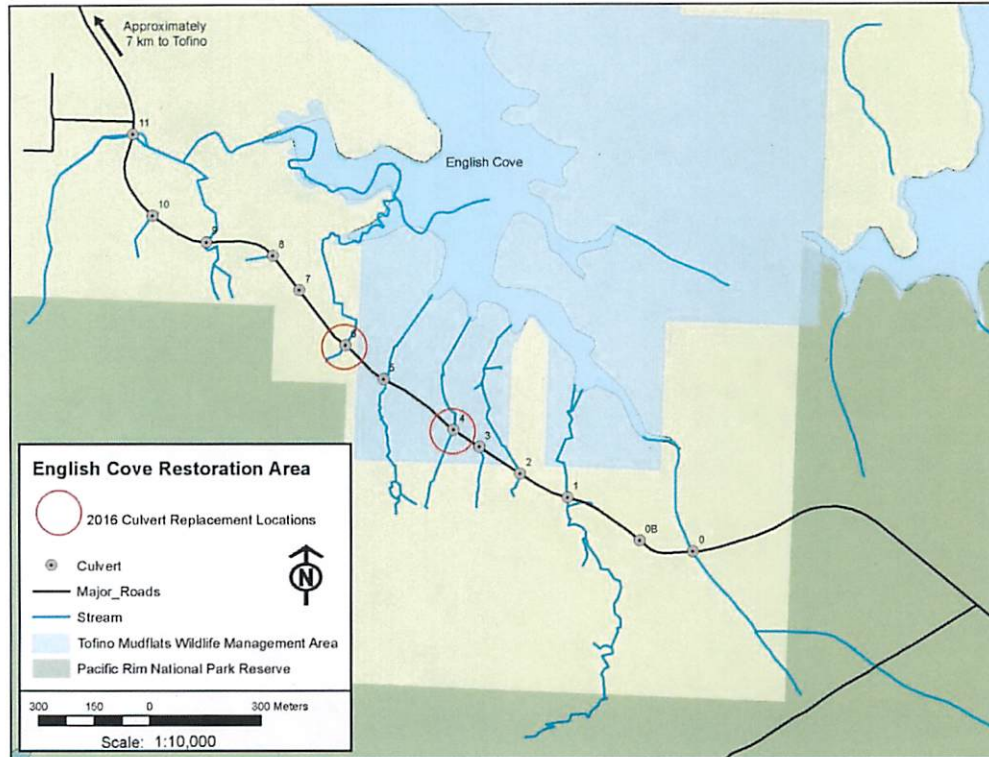


Figure 2: 2016 English Cove Restoration Area

This year, with funding and in-kind provided by the DFO-RFCPP, Pacific Salmon Foundation (PSF), Alberni-Clayoquot Regional District (ACRD), and MOTI, the collapsing culverts on Tsa-aktlis Creek (Creek 4) and Tsa-ahtas Creek (Creek 6) were replaced with a 1500mm Duromaxx reinforced polyethylene pipe. The culverts were embedded according to ministry standards with a 1/3 embedment of clean gravels to help simulate the natural stream channel. See photos below (Photo 1, Photo 2, Photo 3, Photo 4, Photo 5, Photo 6, Photo 7 and Photo 8).



Photo 1: Outlet of Creek 4 culvert before replacement



Photo 2: Creek 4 after culvert installation during embedment



Photo 3: Inlet of newly installed culvert on Creek 4



Photo 4: Completed culvert installation on Creek 4



Photo 5: Outlet of Creek 6 showing collapsed roadway



Photo 6: Creek 6 culvert inlet before restoration



Photo 7: Creek 6 culvert installation during construction works



Photo 8: Creek 6 culvert after installation completed

Riparian

In order to fulfill engineering requirements the existing channel and riparian area was excavated approximately 10 m upstream and downstream. To mitigate potential erosion and help to provide cover, overhanging vegetation and protection for animals, streamside vegetation and conifers were planted within the riparian areas both upstream and downstream of the new culvert (Photo 9, Photo 10, and Photo 11).



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clayoquot.org



Photo 9: Generous volunteers donating their time to help replant the riparian area on Creeks 4 and 6



Photo 10: Ensuring the riparian areas on Creeks 4 and 6 are re-vegetated



Photo 11: Volunteers helping to re-vegetate the riparian area with native shrubs, herbs and coniferous trees on Creek 4 and Creek 6

**ACRD GRANT IN AID APPLICATION
CENTRAL WESTCOAST FOREST SOCIETY**

Central Westcoast Forest Society (CWFS), at the request of Ministry of Transportation and Infrastructure, has assessed the culverts, stream crossings and habitat conditions within the English Cove Watershed on the west coast of Vancouver Island, BC. Specifically along Highway 4 between Maltby Road and the northern entrance of Pacific Rim National Park near Tofino, BC. The objective of this project was to identify potential fish bearing streams, assess habitat conditions, assess culvert conditions and prioritize the need for replacement of these culverts. This assessment identified significant barriers to fish passage, poor water quality and substandard instream and riparian habitat conditions in several creeks.

The English Cove Watershed is a regionally important watershed that supports a diversity of wildlife, rare and endangered ecosystems, and over 5 species of freshwater / anadromous fish. The watershed encompasses area within Pacific Rim National Park Reserve, the District of Tofino, the Alberni-Clayoquot Regional District and BC Parks. Although, much of the watershed is pristine old-growth forest; historic logging, urban development and road construction did occur and was carried out prior to the land being set aside for park purposes. At that time, little consideration was given to riparian areas, wildlife and fish habitat. Today the riparian forest lacks healthy vegetation and trees that moderate water temperature and improve water quality. Development and road construction has increased runoff, and sediment delivery to these streams. Collapsed, undersized or buried culverts are acting as barriers to fish movement. Historic spawning and rearing grounds for wild Pacific salmon are no longer accessible due to culvert conditions. Undersized culverts are restricting water flow and causing extensive areas of erosion. Natural gravels and benthic invertebrate habitat is buried in sediment. The purpose of this project is to improve water quality, restore freshwater habitat, increase species richness and biodiversity, remove barriers to fish passage, restore the ecological integrity of this watershed, engage volunteers and inspire habitat stewardship.

In 2015, CWFS, in partnership with the Ministry of Transportation, replaced an undersized culvert on Maltby Creek within the English Cove Watershed. In 2016, CWFS replaced two collapsed woodbox culverts on Creeks 4 and 6, just south of Maltby Creek. This year, CWFS aims to replace the collapsed woodbox culvert on Creek 1 within English Cove Watershed. CWFS will use the Grant in Aid funding from ACRD to help replace the Creek 1 culvert with a fish-passable culvert and restore fish passage to ensure connectivity and productivity of the entire English Cove Watershed. We have already applied to the DFO – Recreational Fisheries Conservation Partnership and have been approved for \$150,863 for this project. We are currently in discussion with the Ministry of Transportation and Infrastructure; the English Cove Watershed is a priority for them and will be worked into the 2017 budget.

Please help us improve spawning and rearing habitat in order to increase many species populations, including salmon and trout, which contribute greatly to the environmental and economic success of the Alberni, Clayoquot Sound and Barkley Sound region.

Grant-in-Aid Application Form



Name of Organization Strawberry Isle Marine Research Society	
Mailing Address: PO Box 213, Tofino BC V0R2Z0	
Contact Name: Jessica Edwards	Phone Number: 250.266.1804
Email Address: <u>jessica.edwards@strawberryisle.org</u>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount <u>\$2,500.00</u>	Details: _____

1. Is your organization non-profit? yes no

2. Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: 890584543RR0001

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

The purposes of the Strawberry Isle Marine Research Society (SIMRS) are to:

- (a) Conduct primary research of the marine ecosystems of Clayoquot Sound;
- (b) Establish long term monitoring of the marine life unique to Clayoquot Sound;
- (c) Support researchers in related studies;
- (d) Promote public awareness of the marine environment in Clayoquot Sound; and
- (e) Encourage public involvement in marine research in Clayoquot Sound.

Since 1991 SIMRS has worked closely with First Nations, various government branches, the local community, as well as other scientific researchers to integrate expertise and knowledge and to coordinate marine monitoring in the Clayoquot Sound. From recording the first sighting of sea otters returning to Clayoquot Sound to performing necropsies on marine mammal fatalities, SIMRS plays a vital and long standing role in coastal British Columbia. We seek to build not only knowledge but a passion for the marine conservation via publications, educational programs, engaging our community, and sharing information.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|--|
| <input type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

SIMRS has developed a program that allows us to monitor the marine environment on an ongoing, daily, year round basis. Since 1991, we have been working closely with the marine community recording marine and terrestrial wildlife sightings and observations from whale watching operators, water taxis, tour boats, fish farms, airlines, tug boats and waterfront residents. The information reported is entered into a species specific database that allows us to efficiently collect in-depth and immeasurable fine-scale information. This comprehensive and systematic approach to monitoring has enabled us to identify areas of importance to different species in Clayoquot Sound. We are a continuing member of the BC Marine Mammal Response Network working in conjunction with DFO to help sick, stranded, and entangled marine mammals. Our data contributes to population studies carried out by the Department of Fisheries and Oceans Canada (DFO). SIMRS acts as an information collection centre for receiving, distributing, and forwarding information on the marine environment to the proper authority while keeping the community involved and up-to-date on our monitoring efforts.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

Sitka Foundation: \$ 36,397
 Clayoquot Biosphere Trust: \$28000
 Diver Alert Network: \$800 (Confirmed)

Habitat Stewardship Program: \$27,801
 Canada Summer Jobs Program: \$4500

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2015 Amount: \$1000.00
 Year: 2016 Amount: \$1000.00

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Jessica C Edwards
 Signature of Applicant

January 30, 2016
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Strawberry Isle Marine Research Society (SIMRS) has been using citizen science for more than 25 years to collect data on the Biggs killer whales in Clayoquot Sound. This research is important because killer whales (*Orcinus orca*) are a threatened species in British Columbia. The three ecotypes of killer off BC's coast: residents, Biggs (transient), and offshores, are considered threatened due to small population sizes; low reproductive rates and human-caused changes in the marine environment. Furthermore they are a species of regional, cultural, and ecological importance.

Our data contributes to the Department of Fisheries and Oceans Canada's (DFO) population study of Biggs killer whales and makes up our locally-made identification catalogue: Biggs Killer Whales in Clayoquot Sound, A Field Guide. This project is also supported by our unique hands on educational display, Build-A-Whale (BAW). BAW is a complete offshore killer whale skeleton whose bones sit on a frame designed to have participants in the program build the complete skeleton. Currently BAW is traveling around Vancouver Island helping children to learn about the anatomy, ecology, and conservation of killer whales through our new curriculum.

In 2016, we used our data to identify 13 different groups of Biggs killer whales who show a high site fidelity to Clayoquot Sound. This means that to these groups Clayoquot Sound is part of their home range. While these animals visit the sound they have been documented socializing, hunting, and feeding. We are in the process of embarking on a new partnership with DFO to help them archive the large amount of data that SIMRS contributes to their work. In addition to this we will be receiving data from DFO on where these 13 groups visit when they aren't in Clayoquot Sound and developing a more targeted monitoring program to help identify important areas of Clayoquot Sound to these animals.

With the support of the Alberni-Clayoquot Regional District's Grant-in-Aid funding we will be able to purchase the new software needed to process the hundreds of photos we collect for the project each year, boat time and fuel to get our staff on the water, and pay for our increased staff costs for processing the data for this project.

The budget details for the Biggs killer whale project for 2017 can be found on the following page.



Biggs Killer Whale Monitoring Program 2017 Budget

Expense	Description	Total	Funding Sources			
			SIMRS	CJS	In Kind	Internship (In-Kind)
HUMAN RESOURCES						
Project Manager	200/day @ 4 days/month @12 months	\$9,600.00	\$9,600.00			
Rod Palm	500/month @12 months	\$6,000.00	\$6,000.00			
Summer Research Intern	150 @ 2 days/week @ 14 weeks	\$4,200.00	\$1,921.50	\$2,278.50		
Interns	144hrs @ 20/hr	\$2,880.00				\$2,880.00
Drivers Sightings Report	1 hrs/day @ 120 days @ 20/hr	\$2,400.00			\$2,400.00	
Bookkeeper	350/day @ 4 days	\$1,400.00	\$1,400.00			
EQUIPMENT & RENTAL						
Boat Time	100/hr @ 3 hrs/trip @ 5 trips	\$1,500.00	\$1,125.00		\$375.00	
Handheld VHF	\$350.00	\$350.00	\$350.00			
Software: Photo Mechanic	\$250.00	\$250.00	\$250.00			
SVOP: Project Manager	\$900.00 One time	\$900.00	\$900.00			
PCOC: Intern	1/year @ \$55.00	\$55.00	\$55.00			
SLR Camera	Nikon with 300mm lense	\$1,500.00			\$1,500.00	
ADMINISTRATION						
Office and Computer Use	SIMRS office and computers \$20/day @ 100 days	\$2,000.00	\$2,000.00			
Social Media and Project Promotion	\$25/hr @ 4 hrs/month @ 12 months	\$1,200.00	\$1,200.00			
Total		\$34,235.00	\$24,801.50	\$2,278.50	\$4,275.00	\$2,880.00



STRAWBERRY ISLE MARINE RESEARCH SOCIETY
Sea Star Monitoring Project: Wasting Disease
2015 Completion Report



long beach lodge
RESORT





Prepared By:

Jessica Edwards B.Sc
Strawberry Isle Marine Research Society

Megan Francis
Strawberry Isle Marine Research Society

Date Submitted:

October 2015

Acknowledgements

Strawberry Isle Marine Research Society would like to thank the following organizations and donors for their generous contributions that helped to make this project possible:

- WWF- Canada
- Ucluelet Aquarium
- Kyler Vos Photography
- Jamie's Whaling Station
- The Whale Centre
- Remote Passages
- Alberni-Clayoquot Regional District
- Long Beach Lodge
- Creative Salmon
- Parks Canada

And to all of the volunteers that joined us for some incredible days and sometimes early mornings exploring and learning together out in the intertidal zone.



Volunteers at Tonquin Beach, Tofino BC. (Left to Right: Shayne, Kaylyn, Nora, Ashley, Rhiannon, Megan, Cat, and Colleen). Photo: Jessica Edwards

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Summary

The west coast of Vancouver Island is host to an incredible biodiversity of organisms in the intertidal region. Sea stars are an important part of that ecosystem and recently they have been suffering mass mortality due to sea star wasting disease. Currently, subtidal surveys are conducted by Parks Canada to assess the spread of the disease in our area, but how sea stars are fairing in the intertidal of Tofino and Ucluelet is not well known. Our goal is to engage community members and conduct intertidal surveys once a month at four sites. Our objectives were to identify multiple species, determine presence/absence of sea star wasting disease, and population demographics per site. We followed the survey methods as outlined in the intertidal sampling protocols produced by the Pacific Rocky Intertidal Lab at the University of California, Santa Cruz. To gather this information volunteers surveyed four sites searching for sea stars within a certain geographic area. The data was compiled and proportion of disease presence and size was calculated. Two of the surveyed sites (Tonquin Beach and Wickaninnish Beach) showed a large number of ochre sea stars with a high proportion of disease present by the end of the project and most stars were of a medium size. The other two sites (Strawberry Isle and the Ucluelet Aquarium Foreshore) showed more diversity in species; however, far fewer sea stars over all, and a low proportion of disease presence. This project was shared with our community through our newsletters, social media, local newspapers, and project completion posters. and through 23 dedicated volunteers. This project was a success and did proceed as planned with the help of 23 dedicated volunteers. We look forward to monitoring the sea stars throughout the winter and are currently creating a plan to continue our monitoring efforts for the summer of 2016.

Introduction

The intertidal region on the west coast of Vancouver Island, British Columbia is a rich environment that supports a diversity of species. Sea stars are beautiful and vibrant animals that play an important role in the intertidal ecosystem. Recently, the iconic sea stars have been suffering mass mortality all along the Northeast Pacific Coast with up to 20 species affected by sea star wasting disease (SSWD) (Hewson, et al., 2014). SSWD progresses rapidly and can be identified by lesions, limb autotomy, loss of turgor, and eventually death by rapid tissue degradation or melting (Hewson, et al., 2014).

This rapid change in the ecological make up of the intertidal zone could have repercussions for this habitat. Sea stars such as the ochre star (*Pisaster ochraceus*) and the sunflower sea star (*Pycnopodia helianthoides*) are considered a keystone species with a well-documented effect on their prey species. A keystone species is a species with an incredible effect on the community composition of an ecosystem.

Our goal for this project is to survey the sea star population at four locations once a month and determine the progression of disease and the population demographics based on size in each area; while promoting stewardship and education through this volunteer based initiative. After the four-month monitoring period is complete, the success of this program will be assessed and a larger intertidal biodiversity project will be designed. We hope to continue to monitor for SSWD as well as observe the biodiversity in the area for changes in abundance and space of identified indicator species.

Methods

The methods for this project are based on the methods set out by the Pacific Rocky Intertidal Monitoring at the University of California Santa Cruz (UCSC) (Miner & Gaddam, 2014). Four intertidal sites were surveyed once per month at a low tide less than 0.7m.

We searched for: ochre stars, sunflower sea stars, leather stars, mottled stars, and bat stars (*Pisaster ochraceus*, *Pycnopodia helianthoides*, *Dermasterias imbricata*, *Evasterias trocheli*, and *Asterina miniata* respectively) at four sites (Figure 1 & 2). Two sites were semi-exposed (Tonquin Beach and Wickaninnish Beach) and two sites were low exposure harbour sites (Strawberry Island and the Ucluelet Aquarium Foreshore)(Table 1). A research permit was obtained through Parks Canada for the Wickaninnish Beach Site. Semi-exposed locations were determined by the presence of surf grass (*Phyllospadix spp.*) and gooseneck barnacles (*Pollicipes polymerus*) (Lamb & Handby, 2005); while the low exposure sites lacked these indicator species. Due to the complexity of each site location, only within site comparisons will be considered.

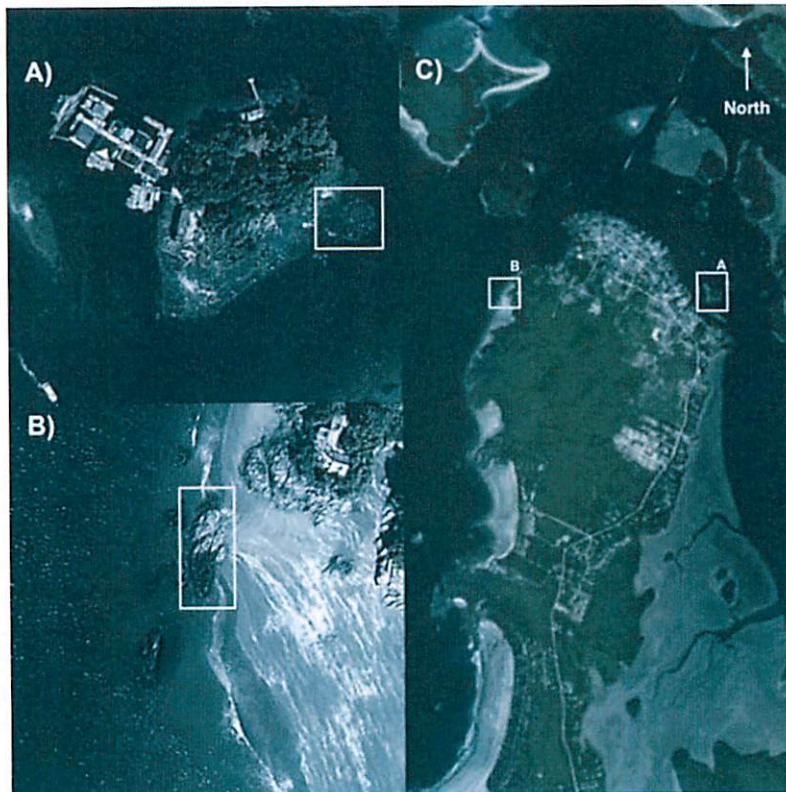


Figure 1: Tofino BC survey sites. A) Strawberry Island, survey site located within the white square. B) Tonquin Beach survey site located within the white square. C) The Tofino Peninsula with both survey sites indicated. (Google Earth Pro, 2012)



Figure 2: Survey Sites located in Ucluelet BC. A) Ucluelet Harbour, white square denotes survey site. B) Ucluelet Aquarium Foreshore, survey site is to the inside of the white line. C) Wickaninnish Beach in the Pacific Rim National Park. D) Wickaninnish Beach Survey site located within the white square. (Google Earth Pro, 2012).

Table 1: Survey site locations and descriptions.

Site	Coordinates	Exposure	Description
Tonquin Beach	49.145501° N 125.915809° W	medium	West facing rocky intertidal surrounded by a sandy beach with gooseneck barnacles and surfgrass present
Wickaninnish Beach	49.011144° N 125.677461° W	medium	West facing rocky intertidal surrounded by sandy beach, this site is slightly sheltered by small rocky outcroppings to the west with gooseneck barnacles and surfgrass present
Strawberry Island	49.152655° N 125.892949° W	low	Island located within the Tofino harbour, the survey site is located on the east side of the island
Ucluelet Aquarium	48.943114° N 125.545507° W	low	this site is located in the Ucluelet harbour and faces east

Each site was marked out by identifiable geographic markers and surveyed by volunteers and at least one SIMRS or Ucluelet Aquarium staff member. A Parks Canada Permit was obtained to search and collect data at the Wickaninnish Beach site within the Pacific Rim National Park.

Each team surveyed their designated area haphazardly. Once a sea star was located it is identified to species, measured from the center of the disk on the aboral side and assigned to a size category, and given a rank from 0-4 for disease progression outlined by UCSC (Miner & Gaddam, 2014)(Table 2). If a sea star was not 100% visible it was not measured but the part of the sea star visible was given a disease category and counted. The start and end time of the search was recorded, as well as the tidal height. Once the data was collected for each site it was entered into a spreadsheet. At the end of the project the data will be sent to UCSC.

Volunteers and staff were advised to not touch the sea stars; however, if there was contact with the sea stars, equipment was soaked for 15 minutes in a bleach and water solution as advised by Parks Canada.

Table 2: Description of disease categories as determined by UCSC (Miner & Gaddam, 2014).

Disease Category	Description
0	healthy
1	lesion(s) on one arm or body
2	lesions on two arms or on one arm and body and/or deteriorating arm(s)
3	lesions on most of body and/or 1-2 missing arms
4	severe tissue deterioration/death and/or ≥ 3 missing arms

Results

Tonquin Beach, Tofino BC

We found a high abundance of ochre stars at the Tonquin Beach site; an average of 327 stars per survey and a range of 301-390 stars per survey. The proportion of individuals displaying symptoms of the disease did appear to increase throughout the summer (Table 3). The proportion of healthy individuals (category 0) decreases throughout the duration of the project, as do the proportion of highly diseased individuals (category 4). There was an increase in category 1, 2, and 3; which could indicate that the disease progressed through the duration of the project.

Table 3: Survey date, tidal height, total number and proportion of ochre stars in each disease category found at Tonquin Beach, Tofino BC.

Survey Date	Tide Height (m)	Total number	Disease Category (proportion)				
			0	1	2	3	4
06/05/2015	0.3	308	1.00	0.00	0.00	0.00	0.00
07/02/2015	0.2	390	0.95	0.03	0.01	0.01	0.00
07/30/2015	0.3	301	0.87	0.07	0.04	0.01	0.01
08/30/2015	0.3	307	0.70	0.21	0.06	0.03	0.00

The proportion of individuals in each size category was calculated for each survey date (Figure 3). During the first survey the greatest proportion of individuals were found to be 60-69mm (0.14), 70-79mm (0.14), and 80-89mm (0.12); these individuals represent 0.4 of the sampled population. The second survey found that the greatest proportion on individuals were 90-99mm (0.12), 100-109mm (0.12), and 110-119mm (0.12); this represents 0.36 of the sampled population. The third survey showed that the greatest proportion of individuals fell within 90-99mm (0.15), 80-89mm (0.12), 30-39mm (0.09), and the 50-59mm (0.09); this represents 0.45 of the sampled population. On the fourth survey at Tonquin Beach the largest proportion of individuals were found to be 90-99mm (0.16), 100-109mm (0.15), and 80-89mm (0.13); this represents 0.44 of the sampled population.

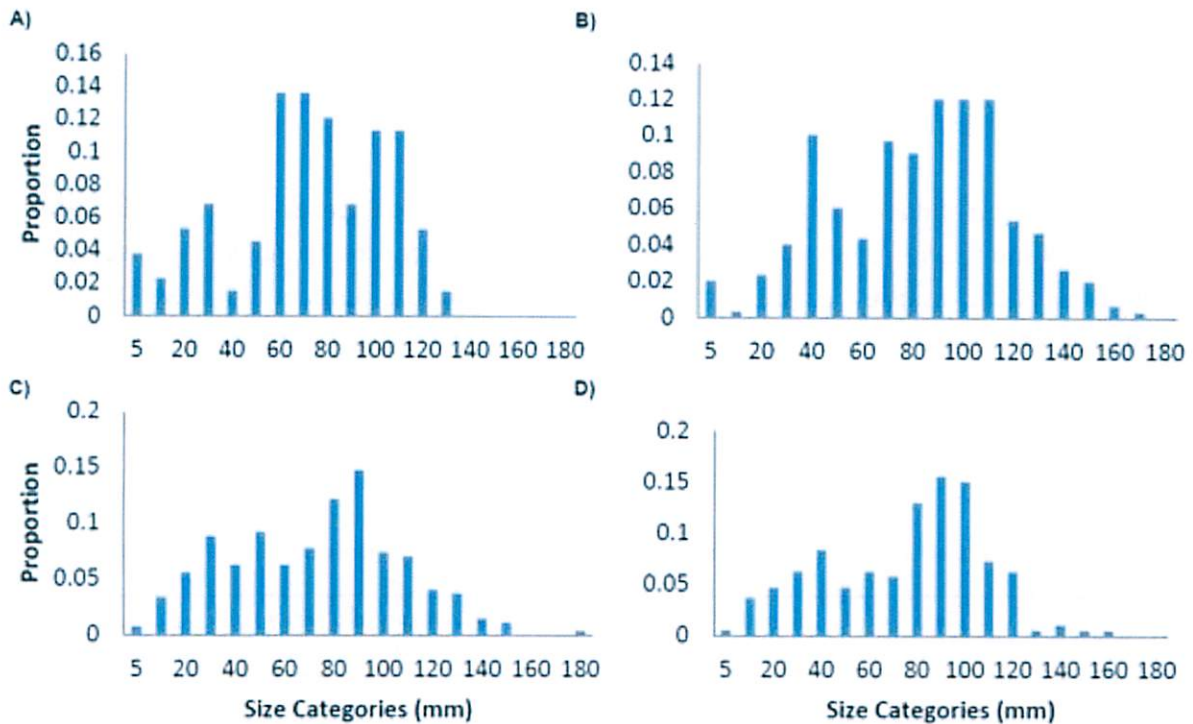


Figure 3: Size distribution of the ochre stars found at Tonquin Beach, Tofino BC. **A)** The greatest proportion of ochre stars were found to be 60-69mm (0.14) and 70-79mm (0.14), followed by 80-89mm (0.12) (05-Jun-15, n=132). This accounts for 0.40 of the sampled population. **B)** The largest proportion of ochre stars surveyed were found to be 90-99mm (0.12), 100-109mm (0.12), and the 110-119mm (0.12) (02-Jul-15, n=298). This accounts for 0.36 of the sampled population. **C)** The largest proportion of ochre stars were found to be 90-99 mm (0.15) and 80-89mm (0.12) followed by 30-39mm (0.09) and 50-59mm (0.09) (30-Jul-15, n=271). This accounts for 0.45 of the sampled population. **D)** The largest proportion of ochre stars surveyed were 90-99mm (0.16), 100-109mm (0.15), 80-89mm (0.13) (30-Aug-15, n=192). This represents 0.44 of the sampled population. These numbers do not include those individuals that were not 100 percent visible at the time of the survey.

Wickaninnish Beach, Ucluelet BC

We found primarily ochre stars at this site with an average of 112 stars each survey. There was a range of 99-134 stars per survey. The proportion on individuals displaying the disease appears to increase throughout the duration of the project (Table 4) and the proportion of healthy individuals (category 0) decreases throughout the duration of the project, as do the proportion of highly diseased individuals (category 4).

Although we did find other species of sea star such as leather stars (n=1), sunflower sea stars (n=1), and bat stars (n=2); they did not show signs of the disease and were very few in number. There was however one sea star which had very advanced stages of the disease found on September 1st, 2015; this star measured 40-49mm from the central disc to the end of one ray

and was in multiple pieces. This sea star was tough to identify however it was likely a mottled star due to the length of ray in comparison to its thickness (Lamb & Hanby, 2005)

Table 4: Survey date, tidal height, total number and proportion of ochre stars in each disease category found at Wickaninnish Beach, Ucluelet BC.

Survey Date	Tide Height (m)	Total number	Disease Category (proportion)				
			0	1	2	3	4
06/03/2015	0.3	106	0.99	0.01	0.00	0.00	0.00
07/04/2015	0.2	99	0.85	0.09	0.04	0.00	0.02
08/02/2015	0.16	109	0.75	0.12	0.05	0.06	0.02
09/01/2015	0.51	133	0.62	0.23	0.11	0.04	0.02

The proportion of individuals in each size category was tallied for each survey date (Figure 5). During the first survey the greatest proportion of individuals were found to be 60-69mm (0.14), 70-79mm (0.14), and 80-89mm (0.12); these individuals represent 0.4 of the sampled population. The second survey found that the greatest proportion on individuals were 90-99mm (0.12), 100-109mm (0.12), and 110-119mm (0.12); this represents 0.36 of the sampled population. The third survey showed that the greatest proportion of individuals were 90-99mm (0.15), 80-89mm (0.12), 30-39mm (0.09), and the 50-59mm (0.09) size range; this represents 0.45 of the sampled population. On the fourth survey at Tonquin Beach the largest proportion of individuals were found to be 90-99mm (0.16), 100-109mm (0.15), and 80-89mm (0.13); representing 0.44 of the sampled population.

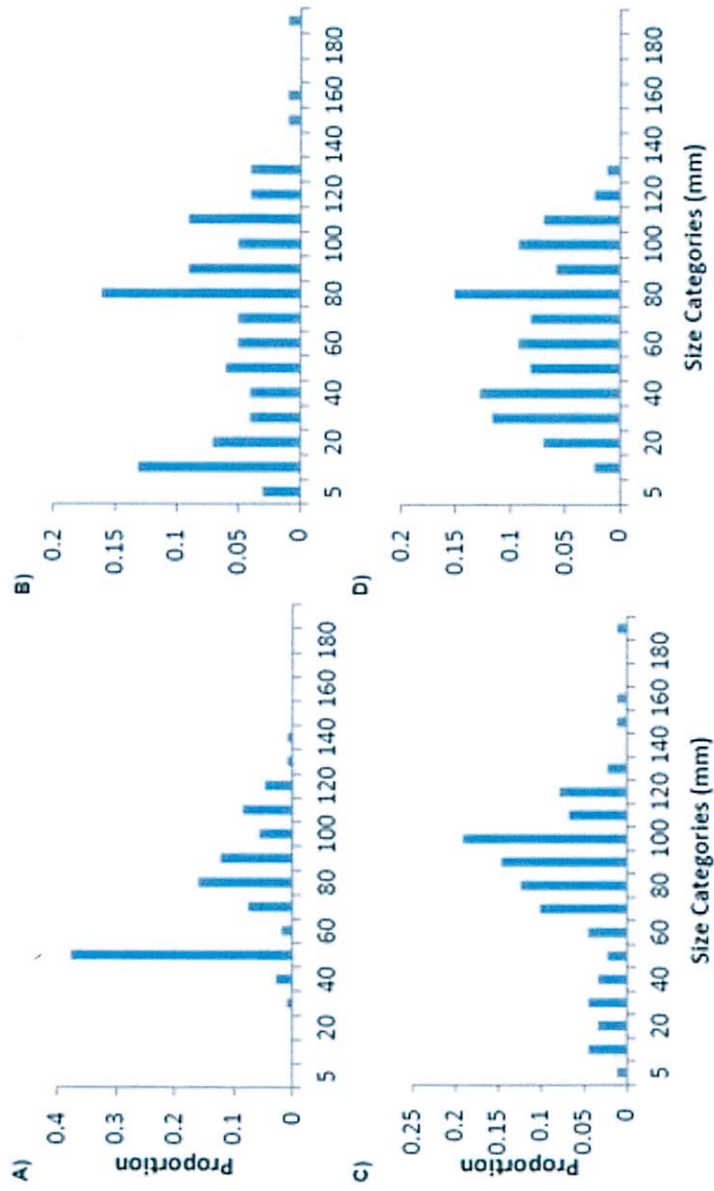


Figure 5: Size distribution of the ochre stars found at Wickaninnish Beach, Ucluelet BC. **A)** The greatest proportion of ochre stars were found to be in the 50-59mm (0.38), 80-89mm (0.16) size categories (3-Jun-15, n=106). This accounts for 0.54 of the sampled population. **B)** The largest proportion of ochre stars surveyed were found to be in the 80-89mm (0.16) and 10-19mm (0.13) followed by the 90-99mm and 110-119mm category at 0.09 each (4-Jul-15, n=99). This accounts for 0.47 of the sampled population. **C)** The largest proportion of ochre stars were found to be 100-109mm (0.19) 90-99mm (0.15), and 80-89mm (0.12) (2-Aug-15, n=89). This accounts for 0.46 of the sampled population. **D)** The largest proportion of ochre stars surveyed were 80-89 mm (0.15), 40-49 mm (0.13), and 30-39 mm (0.12) (1-Sept-15, n=86). This represents 0.40 of the sampled population. These numbers do not include those individuals that were not 100 percent visible at the time of the survey.

Strawberry Island, Tofino BC

The site at Strawberry Island was quite variable in number of stars found. On average we found 57 sea stars per survey; however, the range was much greater than at other sites (21-102). The numbers of ochre stars found ranged from 8-59 (Table 5), and there were some juveniles found that ranged from 5-10mm which are challenging to distinguish from the mottled star (*Evistarias trocheii*). A small number of ochre stars were found displaying symptoms of the disease however the overall numbers were quite small. There was also one sea star found on July 3 that was in a very advanced stage of the disease, but it we were not able to distinguish species.

Table 5: Survey date, tidal height, total number and proportion of *P. Ochraceus* (ochre star) in each disease category found at Strawberry Island, Tofino BC.

Survey Date	Tide Height (m)	Total number	Disease Category (proportion)				
			0	1	2	3	4
06/04/2015	0.3	8	1.00	0	0	0	0
07/03/2015	0.1	16	1.00	0	0	0	0
07/31/2015	0.2	59	0.98	0	0	0.02	0
08/31/2015	0.3	10	0.60	0	0	0.30	0.10

The size distribution of ochre stars sampled were quite spread out with a range from 5-9mm to 160-169mm (n=76) for all four surveys (Figure 6). During the first survey the greatest proportion of individuals were found to be 40-49mm (0.40); the second survey found that the greatest proportion on individuals were 10-19mm (0.45); the third survey showed that the greatest proportion of individuals were 10-19mm (0.41); lastly, the fourth survey found the largest proportion of individuals were 20-29mm (0.56). These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

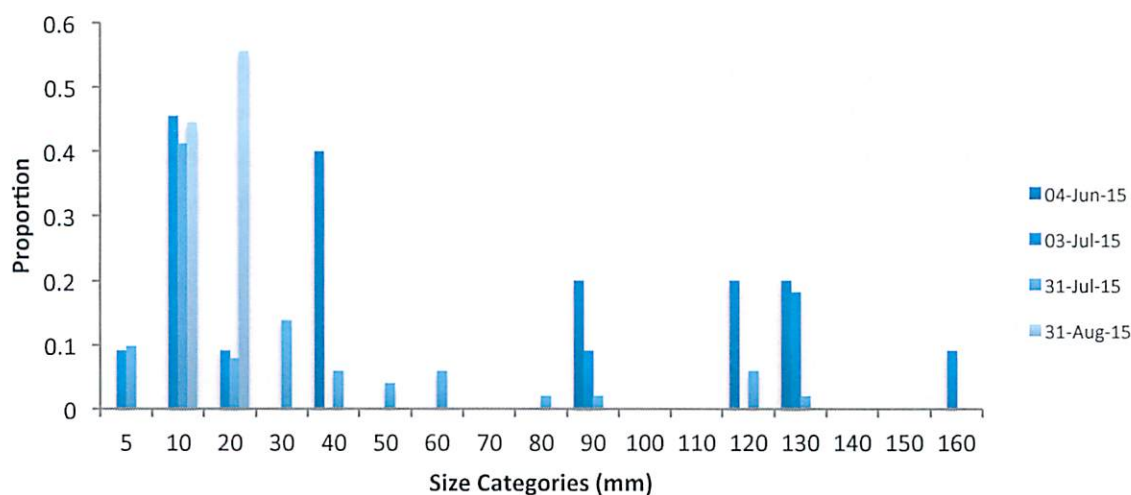


Figure 6: Size distribution of ochre stars sampled at Strawberry Island, Tofino BC. The largest proportion of individuals surveyed were: 40-49mm (0.40, n=5, June 4, 2015), 10-19mm (0.45, n=11, July 3, 2015), 10-19mm (0.41, n=51, July 31, 2015), and 20-29mm (0.56, n=9, August 31, 2015). These proportions do not include the individuals that were not 100 percent visible at the time of the survey.

Other sea stars were present at this site; however, the disease presence in these other species was almost completely absent in those we observed (Table 6).

Table 6: Other species found at Strawberry Island, Tofino BC. No disease was found in the individuals we observed except for one Leather star.

Survey Date	Tide Height (m)	Species	Total Number
06/04/2015	0.3	Sunflower star	8
		Leather star	18
		Bat star	10
07/03/2015	0.1	Sunflower star	15
		Leather star	14
		Bat star	10
		Mottled Star	3
		Blood Star	1
07/31/2015	0.2	Sunflower star	20
		Leather star	15
		Bat star	9
08/31/2015	0.3	Leather star	10*
		Bat star	1

*There was one leather star showing signs of category 1 disease and measuring 60-69mm.

The size distribution for the other sea stars sampled at Strawberry Island show that all sunflower stars were under 50mm in radius (Figure 7). During the first survey the greatest proportion of individuals were found to be 5-9mm (0.86); the second survey found that the greatest proportion on individuals were 10-19mm (0.47); the third survey showed that the greatest proportion of individuals were 10-19mm (0.40); there were no sunflower sea stars found on the last survey. These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

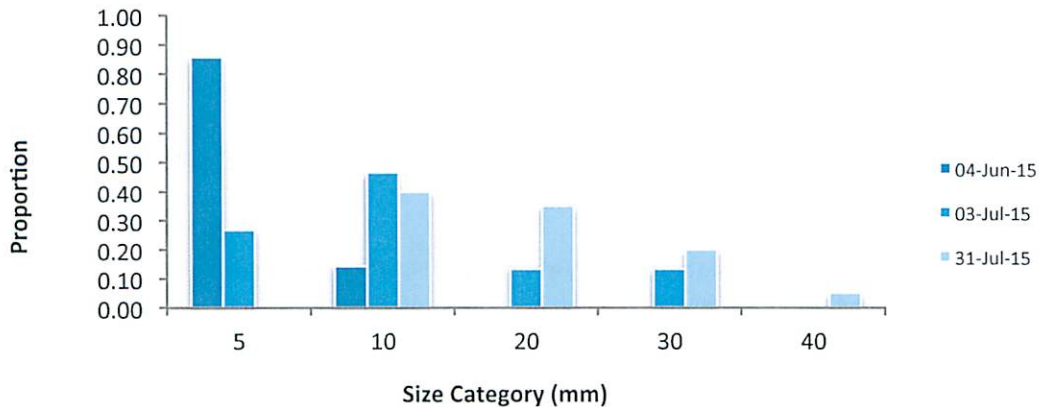


Figure 7: Size distribution of sunflower sea stars found at Strawberry Island, Tofino BC. A greater proportion of sea stars sampled on June 4, 2015 were 5-9mm (0.86) (n=7); on July 3, 2015, 10-19mm (0.47); and on July 31, 2015, 10-19mm (0.4). Individuals that were not 100 percent visible were not included.

The size distribution of leather stars ranged of 10-110mm (Figure 8). The first survey showed the greatest proportion of sea stars sampled were 60-69mm (0.25), 50-59mm (0.19), and 40-49mm (0.19); this represents 0.63 of the sampled population (n=16). The second survey showed the greatest proportion of sea stars sampled were 40-49mm (0.27), 30-39mm (0.18), and 60-69mm (0.18); this represents 0.63 of the sampled population (n=11). The third survey showed the greatest proportion of sea stars sampled were 70-79mm (0.36), 40-49mm (0.14), and 50-59mm (0.14); this represents 0.64 of the sampled population (n=14). Lastly, the fourth survey showed the greatest proportion of sea stars sampled were 40-49mm (0.33) and 60-69mm (0.22); this represents 0.55 of the sampled population (n=9). These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

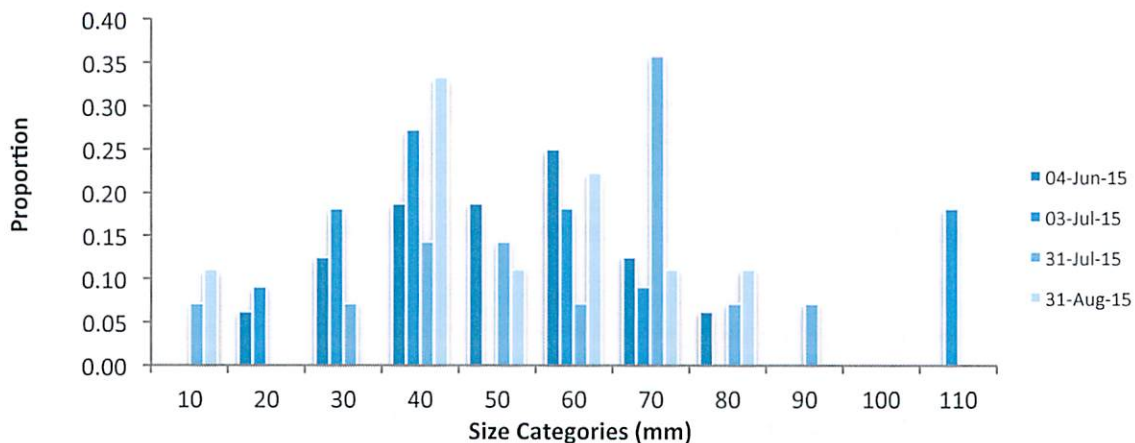


Figure 8: Size distribution of leather stars sampled at Strawberry Isle, Tofino BC. The greatest proportion of sea stars sampled on June 4, 2015 were 60-69mm (0.25), 50-59mm (0.19), and 40-49mm (0.19); this represents 0.63 of the sampled population (n=16). The greatest proportion of sea stars sampled on July 3, 2015 were 40-49mm (0.27), 30-39mm (0.18), and 60-69mm (0.18); this represents 0.63 of the sampled population (n=11). The greatest proportion of sea stars sampled on July 31, 2015 were 70-79mm (0.36), 40-49mm (0.14), and 50-59mm (0.14); this represents 0.64 of the sampled population (n=14). The greatest proportion of sea stars sampled on August 31, 2015 were 40-49mm (0.33) and 60-69mm (0.22); this represents 0.55 of the sampled population (n=9). These numbers do not include those individuals that were not 100 percent visible.

The size distribution of bat stars sampled shows a range of 10-109mm (Figure 9). The first survey showed the greatest proportion of sea stars sampled was 40-49mm (0.38) and 60-69mm (0.38); this represents 0.76 of the sampled population (n=8). The second survey showed the greatest proportion of sea stars sampled were 60-69mm (0.43) (n=7). The third survey showed the greatest proportion of individuals sampled were 60-69mm (0.25) and 80-89mm (0.25), this is half of the sampled population (n=8). The last survey saw only one star sampled, it had a radius of 30-39mm. This does not include the individuals that were not 100 percent visible.

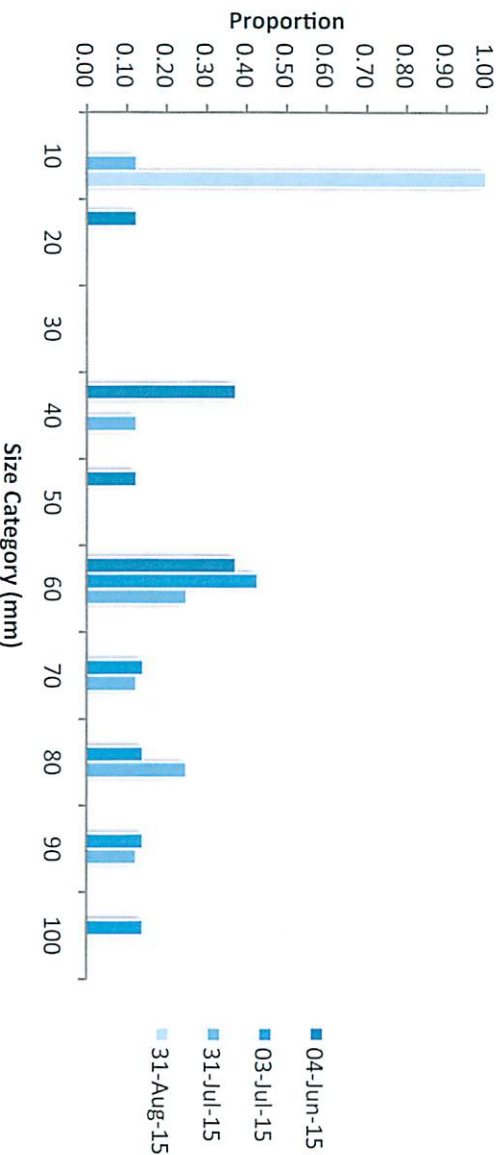


Figure 9: Size distribution of bat star sampled at Strawberry Island, Tofino BC. The greatest proportion of sea stars sampled on June 4, 2015 were 40-49mm (0.38) and 60-69mm (0.38); this represents 0.76 of the sampled population (n=8). The greatest proportion of sea stars sampled on July 3, 2015 were 60-69mm (0.43) (n=7). The greatest proportion of individuals sampled on July 31, 2015 were 60-69mm (0.25) and 80-89mm (0.25), this is half of the sampled population (n=8). On August 31, 2015 there was only one star sampled it had a radius of 30-39mm. This does not include the individuals that were not 100 percent visible.

Ucluelet Aquarium Foreshore, Ucluelet, BC

Sea stars sampled at the Ucluelet Aquarium Foreshore site included ochre stars, leather stars, and bat star. On average 69 stars were found per survey, with a range of 24-119 stars per survey. The dates and tidal heights of the survey ranged from 04-Jun-15 to 01-Sept-15 and 0.1-0.5m (Table 6).

Table 6: Survey date, tidal height, total number and proportion of ochre stars in each disease category found at the Ucluelet Aquarium Foreshore, Ucluelet BC.

Survey Date	Tide Height (m)
06/04/2015	0.27
07/04/2015	0.16
08/01/2015	0.1
09/01/2015	0.5

The ochre stars sampled did show signs of the disease on the survey date in July, however it was only two individuals one with a radial measurement of 60-69mm with a level 3 disease category and one with a radial measurement of 80-89mm and a level 1 disease category. The size distribution of ochre stars ranged from 50-150mm (n=50). The first survey showed the greatest proportion of sea stars sampled were 100-109mm (0.33) and 120-129mm (0.20); this represents 0.53 of the sampled population (n=15). The second survey showed the greatest proportion of sea stars sampled were 60-69mm (0.27) and 80-89mm (0.27); this represents 0.63 of the sampled population (n=11). The third survey showed the greatest proportion of sea stars sampled were 120-129mm (0.33) and 110-119mm (0.25); this represents 0.58 of the sampled population (n=12). Lastly, the fourth survey showed the greatest proportion of sea stars sampled were 80-89mm (0.33) and 90-99mm (0.25); this represents 0.58 of the sampled population (n=15). These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

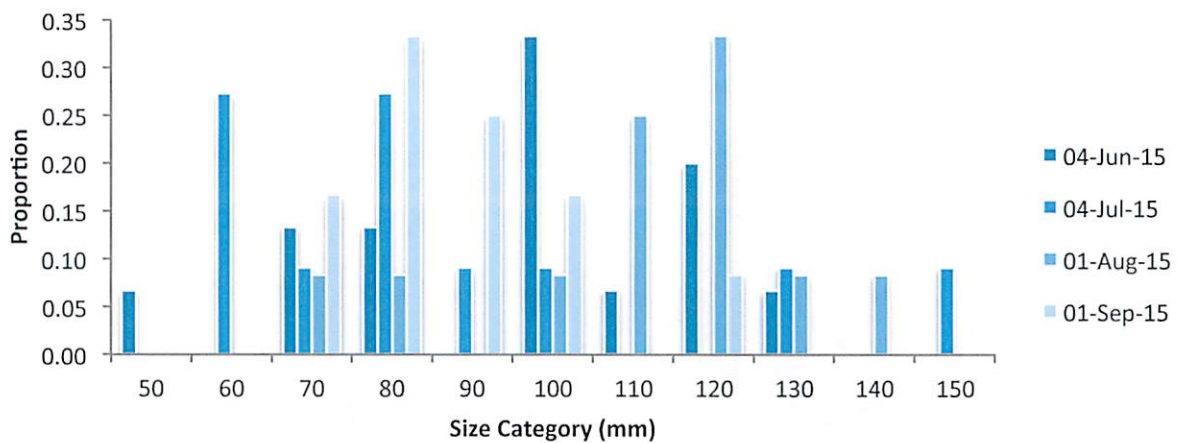


Figure 10: Size distribution of ochre stars sampled at the Ucluelet Aquarium Foreshore, Ucluelet BC. The largest proportion of individuals sampled were: 100-109mm (0.33) and 120-129mm (0.20) (n=15, 04-Jun-15), 60-69mm (0.27) and 80-89mm (0.27) (n=11, 04-Jul-15), 120-129mm (0.33) and 110-119mm (0.25) (n=12, 01-Aug-15), and 80-89mm (0.33) and 90-99mm (0.25) (n=12, 01-Sept-15). The individuals that were not 100 percent visible at the time of sampling were not included.

The leather stars sampled did show signs of the disease during the July and August survey. There were only two individuals showing symptoms in July and they were both a level 1 disease category measuring 40-49mm and 50-59mm. In August there were also two individuals one measuring 130-139mm displaying symptoms of a level 3 disease category and one measuring 110-119mm displaying a level 4 disease category. The size distribution of leather stars ranged from 10-140mm (n=133) (Figure 11). The first survey showed the greatest proportion of sea stars sampled were 50-59mm (0.28) and 60-69mm (0.17); this represents 0.45 of the sampled population (n=53). The second survey showed the greatest proportion of sea stars sampled were 50-59mm (0.28) and 40-49mm (0.16); this represents 0.63 of the sampled population (n=34). The third survey showed the greatest proportion of sea stars sampled were 80-89mm (0.21) and 70-79mm (0.15); this represents 0.36 of the sampled population (n=34). Lastly, the fourth survey showed the greatest proportion of sea stars sampled were 80-89mm (0.33) and 90-99mm (0.25); this represents 0.58 of the sampled population (n=12). These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

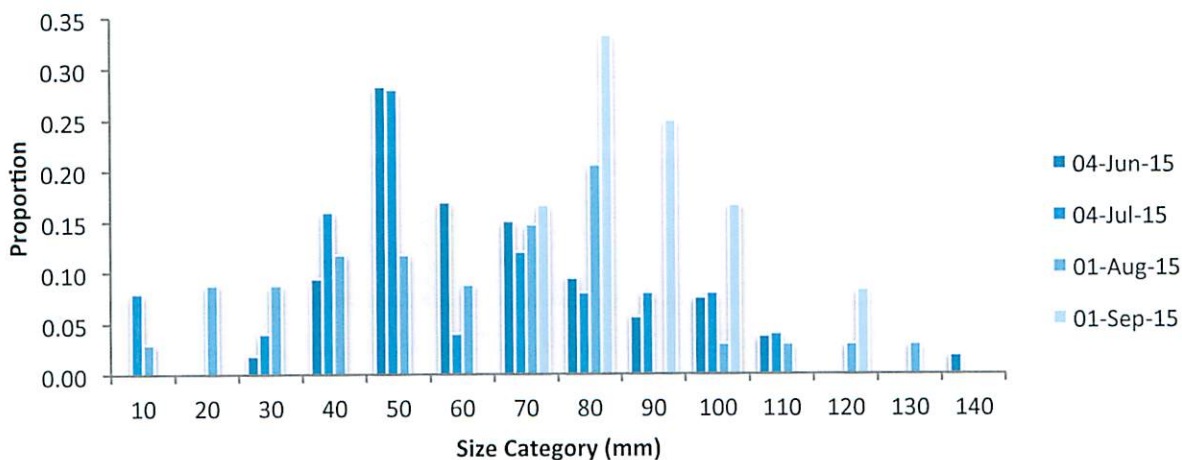


Figure 11: Size distribution of leather stars sampled at the Ucluelet Aquarium Foreshore, Ucluelet BC. The greatest proportion for each survey were: 50-59mm (0.28) and 60-69mm (0.17) (n=53, 04-Jun-15), 50-59mm (0.28) and 40-49mm (0.16) (n=34, 04-Jul-15), 80-89mm (0.21) and 70-79mm (0.15) (n=34, 01-Aug-15), and lastly 80-89mm (0.33) and 90-99mm (0.25) (n=12, 01-Sept-15). The individuals that were not 100 percent visible at the time of sampling were not included.

The bat stars sampled did show signs of the disease on both the July and August survey. The July survey saw one individual measuring 60-69mm displaying symptoms of a level 4 disease category. In August there were 5 individuals which appeared to have a level 1 disease category but they were not 100 percent visible. The size distribution of bat stars ranged from 40-109mm (n=27) (Figure 12). The first survey showed the greatest proportion of sea stars sampled were 90-99mm (0.40) and 40-49mm (0.22); this represents 0.62 of the sampled population (n=9). The second survey showed the greatest proportion of sea stars sampled were 60-69mm (0.25) , 70-79mm (0.25) and 80-89mm (0.25); this represents 0.75 of the sampled population (n=12). The third survey showed the greatest proportion of sea stars sampled were 80-89mm (0.40) and 70-79mm (0.33); this represents 0.73 of the sampled population (n=5). The last survey resulted in a single star that had a radial measurement of 60-69mm. These numbers do not include the individuals that were not 100 percent visible at the time of the survey.

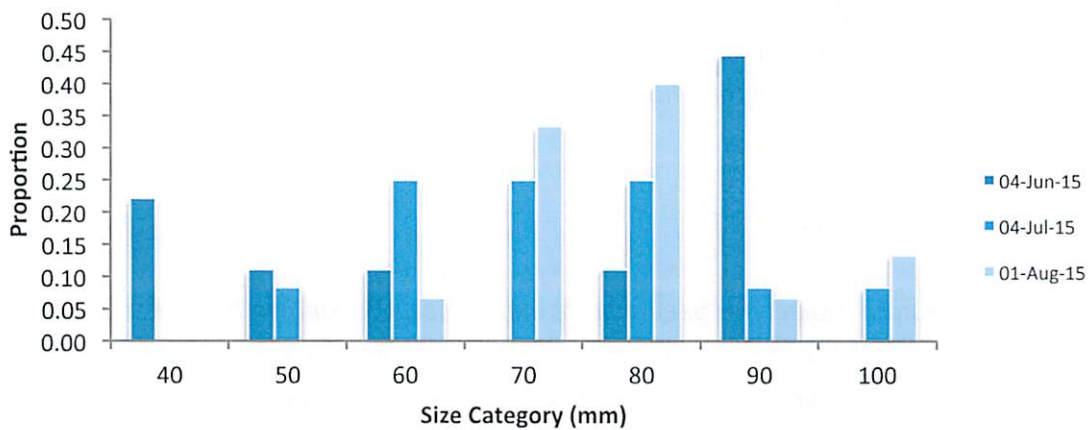


Figure 12: Size distribution of bat star) sampled at the Ucluelet Aquarium Foreshore, Ucluelet BC. The greatest proportion for each survey were: 90-99mm (0.40) and 40-49mm (0.22) (n=9, 04-Jun-15), 60-69mm (0.25) and 70-79mm (0.25) and 80-89mm (0.25) (n=12, 04-Jul-15), and lastly 80-89mm (0.40) and 70-79mm (0.33) (n=5, 01-Aug-15. There was only one star sampled on 01-Sept-15 and it was 60-69mm. The individuals that were not 100 percent visible at the time of sampling were not included.

Stewardship

This project connected people from the community and engaged them in learning about the common organisms found in the intertidal zone. Our volunteers came from diverse backgrounds with a common interest: nature. We were incredibly fortunate to have 23 volunteers donate 112.5 hours to this project.

Throughout this project there has been incredibly positive feedback from the volunteers involved; below are a few volunteer impact statements:

Assisting with sea star surveys with [Strawberry Isle Marine Research Society] has been an amazing experience. I work in a visitor services role with Parks Canada, so learning firsthand about sea star wasting syndrome through monitoring population numbers has allowed me to effectively educate the public about our changing environment. I now hold an even deeper appreciation and understanding of how fragile marine ecosystems are, and feel a greater need to safeguard marine species and their habitats.

~ Rhiannon Moore, BES
Visitor Services, Parks Canada

The sea star monitoring project has been a great experience. Working on the water daily as a sea kayak guide, you start to notice the changes in the intertidal when there is a disruption to the eco-system. Being involved in the project helped me to better understand what was going on, allowing me to share what was happening with my guests. Talking about sea star wasting disease was a great starting point for further conversations about wider ocean health. Jess is great and I am super grateful that she was able to bring local organizations, Strawberry Isle Marine Research Society and The Ucluelet Aquarium, together to aid in the success of the project. We live in a beautiful part of the world and it would be nice to keep it this way.

~ Kelsie Maas
Manager, Paddle West Kayaking

Helping out with the Sea Star Survey project was important to me because it allowed me to contribute to local conservation efforts and learn about sea star wasting syndrome and intertidal ecosystems. Participating on the surveys was a great way to spend time outdoors, in

a beautiful setting with great people, while building my resume by gaining valuable experience with intertidal monitoring and invertebrate identification.

~ Colleen Murchison

I had a lot of fun participating in the Sea Star Survey this summer. It was a chance to learn how to look at the beach differently - how to look for the detail and the individual animals on the beaches. It was also neat to learn more about sea star wasting disease, and how it has spread, and what it looks like.

~ Will Ferrey

Conclusion

The goal of this project was to get local community members out into the intertidal to contribute to a citizen science project to collect data on the local sea star populations at each of our four sites.

We found the disease present at all sites in some capacity. Further monitoring of the disease is required to determine the potential effects at each site.

We had a great response from the communities through our social media Facebook, Instagram, Twitter, and our e-newsletter. We had 4 social media posts dedicated to the Sea Star Monitoring project, 2 newsletters, 1 newspaper article from our local paper, and SIMRS received many emails from interested volunteers. We also had the opportunity to speak with visitors to the area while out conducting our surveys, which was a great opportunity for education.

We would like to thank the following organizations for their support throughout this project: WWF-Canada, Jamie's Whaling Station, The Whale Centre, The Ucluelet Aquarium, Remote Passages, Long Beach Lodge, Creative Salmon, Parks Canada, and The Alberni-Clayoquot Regional District. Without support from organizations like these we would not be able to continue our work.

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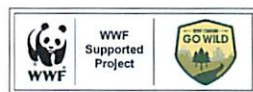
Tofino. 49°08'55.63"N 125°53'40.17" W. **Google Earth Pro**. May 11, 2012. October 5, 2015

Ucluelet. 48°56'47.62"N 125°32'32.63" W. **Google Earth Pro**. June 24, 2012. October 5, 2015



25 YEARS OF MONITORING

2015 YEAR END REPORT





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- Ocean Outfitters
- Scotty
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- Raincoast Education Society
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- Darlene Choquette
- Jacqueline Simpson

And to all of the volunteers that joined us for some incredible days and sometimes early mornings exploring and learning together out in the intertidal zone.



Volunteers at Tonquin Beach, Tofino BC. (Left to Right: Shayne, Kaylyn, Nora, Ashley, Rhiannon, Megan, Cat, and Colleen). Photo: Jessica Edwards

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Introduction

Strawberry Isle Marine Research Society (SIMRS) is dedicated to citizen science, environmental monitoring, and education here in Tofino BC. We conduct programs such as:

Bigg's Killer Whale Monitoring Program: Through a large network of locals on the water we are able to collect information location, behaviour, and identity on the Bigg's (Transient) killer whales in Clayoquot Sound.

Grice Bay Habitat Mapping Program: In May of 1995, SIMRS started a monthly monitoring program of Grice Bay, when at the time it was a juvenile gray whale feeding ground. During that time it was discovered that the whales were feeding on ghost shrimp and the commensal soft shell clam. In the year 2000 SIMRS mapped major eelgrass meadows in southern Clayoquot Sound including the eelgrass meadow in Grice Bay. While gray whales have not been observed feeding in Grice Bay since 2002, an important aspect of this study was to provide baseline habitat data, which would provide valuable information in the event of a natural or human disruption. This report will compare the habitat data for ghost shrimp and eelgrass from 1995-2015.

Build-A-Whale: Build-A-Whale is a travelling interactive educational display exploring killer whale anatomy, ecology, and conservation! Build-A-Whale's curriculum is designed for all ages.

BCMMRN: As a member of the BC Marine Mammal Response Network we aim to help distressed and injured marine mammals. We also record incidences such as vessel strikes, entanglements, illness, and strandings.

Sea Star Monitoring Program: The outbreak of sea star wasting disease has led to a disappearance of these iconic animals in the north Pacific. This citizen science program investigates the extent of sea star wasting disease on our coast.

Board of Directors:

Jessica Hutchinson – President
Jen Dart – Vice President
Rebecca Broten
John Forde
Marla Barker
Dennis Currie
Peter Schulze
Joe Martin

Bigg's Killer Whale Monitoring Program

At present, only one species of killer whale (*Orcinus orca*) is recognised globally, and there are thought to be more than 50,000 individuals that they can be found across the globe (Forney & Wade, 2006). The killer whale population around the coast of British Columbia are arguably some of the most studied cetaceans in the world; nonetheless, killer whales are still assessed as 'Data Deficient' by the IUCN Red List authority. There is now a great deal of work, which suggests that there are not only many sub-population or sub-species of killer whales but there may be several separate species of killer whales. In British Columbia, there are three ecotypes, *Offshore*, *Resident*, *Transient* (also called Bigg's) killer whales. These ecotypes are all distinct from one another in morphology, behaviour, acoustics and genetics. These ecotypes do not communicate with each other, socialise or interbreed.

The transient killer whales have recently been re-named to be called Bigg's killer whales in honour of Dr. Michael Bigg and his ground breaking work which has made it possible to identify killer whales in the wild. He developed a technique by using photos of their dorsal fins and saddle patches which along with the differences in notches, angle and scars of the dorsal fin and shape of the saddle patch, it is possible to identify all killer whales in British Columbia. This work has allowed reliable estimates of the sizes of populations and the relationship of each killer whale to another. The most reliable population sizes are for the residents, but there are also reliable estimates for the Bigg's killer whales that frequent coastal waters in British Columbia. The Bigg's killer whales that frequent our area are part of the group called the West Coast Transients (WCT), this is a group of approximately 521 whales. The WCTs can be further sub-divided into those that occur inshore and those that are found in deeper outer coastal waters. Since the 1990s, there has been an increase in the inner WCT population size due to increases in recruitment success (Ford *et al.*, 2012) which is thought to be due to growing prey populations (Ford *et al.*, 2007).

Of the estimated 304 Inner WCT (Bigg's) killer whales, 246 are known to have visited Clayoquot Sound. Research has shown that Clayoquot Sound is one of the 4 known hotspots for Bigg's killer whales with both relatively high encounter rates and total number of individuals frequenting these waters. Other hotspots are Eastern Juan de Fuca Strait and Haro Strait near Victoria, central Strait of Georgia near Nanaimo and in the Johnstone Strait (Ford *et al.*, 2012). However, it should also be noted that these areas are also near areas of higher population density and so it could be biased as there are more people to see the killer whales.

They have been divided up into 75 ‘gangs’ which are fluid in their movements and often associate with many other gangs over time. There are some gangs which are frequent visitors to Clayoquot Sound and return year after year. The most frequently sighted gangs are: Teds gang (T041s), Big Momma’s (T109s), T069s and Wakana (T011s) (figure 1). The top 20 most frequently sighted gangs, by yearly re-occurrences, (table 1) shows that whilst Ted’s gang have the highest number of individual sightings, it is actually the T069s that are most reliably seen on a year-by-year basis having been sighted in Clayoquot Sound every single year since 1991 (Table 2). Interestingly, The Runaways (T109As) made it to the top 10 most frequently sighted gangs. This gang is formed of the daughter of T109 (Big Momma) and was first sighted as her own gang in 2010 following the birth of her calf. Since then, the Runaways have been seen every year.

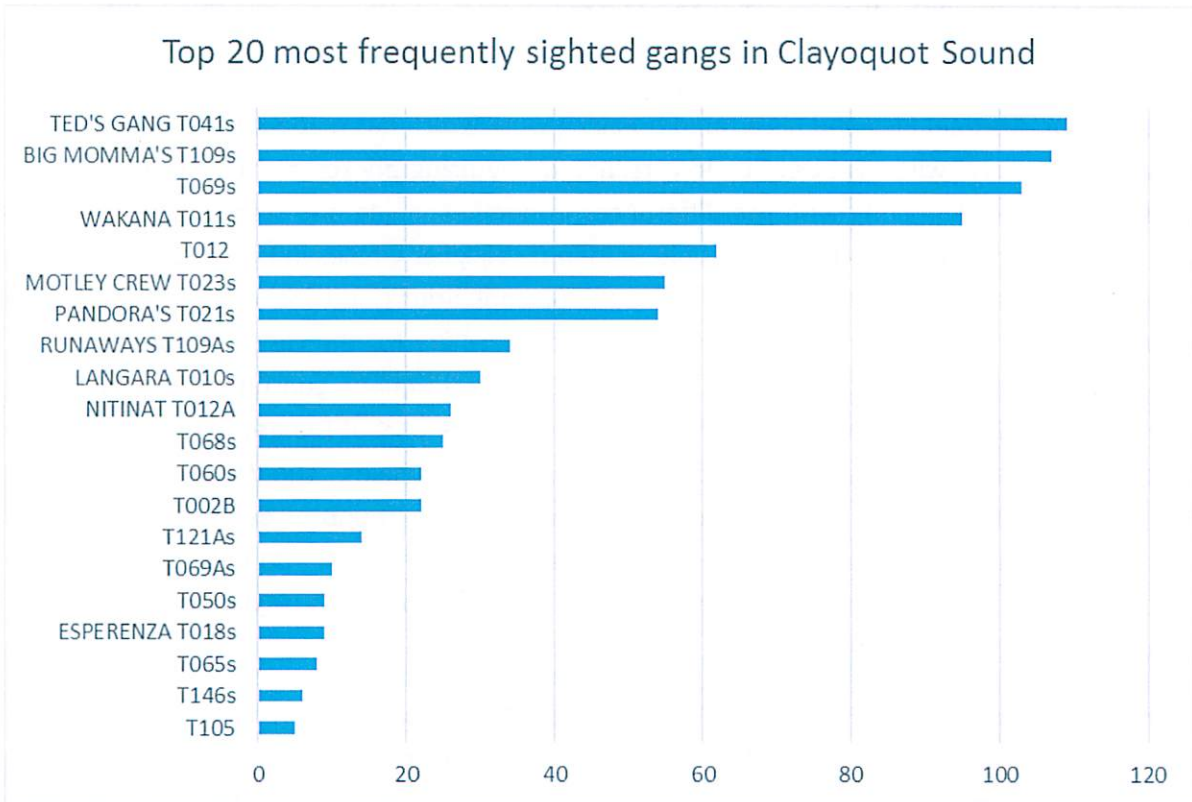


Figure 1: Most frequently sighted gangs in Clayoquot Sound based on the number of individual sightings, 1991-2015.

Table 1: The 12 most frequently sighted groups of Bigg's killer whales in Clayoquot Sound by total number of sightings, percentage of years each gang has been seen in the study area since 1991, and the percentage of sightings in the last 10 years.

Group	% Years sighted between 1991-2014	% years sighted between 2005-2014	Total No. Sightings (1991-2014)
T069s	100	100	103
RUNAWAYS T109As *	100	100	34
TED'S GANG T041s	92	90	109
BIG MOMMA'S T109s	92	100	107
WAKANA T011s	88	90	95
PANDORA'S T021s	88	70	54
T012	71	80	62
MOTLEY CREW T023s	71	50	55
LANGARA T010s	63	50	30
T068s	50	60	25
T002B	46	70	22
T060s	42	70	22
ESPERENZA T018s	29	30	9
T050s	29	50	9
T065s	21	50	8
T105	21	0	5
NITINAT T012A	17	40	26
T121As	17	40	14
T146s	17	20	6
T028s	17	20	5

* Runaways (T109As) formed in 2010 but have been seen in Clayoquot Sound every year since then (100% 2010-2014, not 2005-2014)

It is interesting to note that the gangs can be roughly split into two groups. The 'loyal' transients, those that are sighted in Clayoquot Sound at least every other year or every year, and the 'visiting' transients, those that are only seen in Clayoquot Sound on a more irregular basis, sometimes only once or twice in this 25-year period. The rows in bold indicate that these 12 gangs tend to be more 'loyal' to this region, returning to Clayoquot Sound in at least 50% of the years. This means that they have been sighted at least 12 out of the 24-year period. Some gangs, such as T069, Big Momma's (T109) and the Runaways (T109As) are seen every year. These 12 gangs appear to be both frequent visitors with high numbers of sightings each year they are seen here, as well as being seen in the region on at least more than every other year. The other gangs in Table 2 (not in bold) are not seen in the region as frequently and may not

show the same site fidelity to Clayoquot Sound. This might indicate that this region is particularly important for these 12 gangs in bold. It is known that WCT have large home ranges, but that some individuals and groups show site fidelity and will repeatedly return to the same region (Ford et al., 2012). This is clearly the case for the 12 gangs in bold. The gangs which do not frequent the region on such a regular basis may have a particular preferred region somewhere else. Both loyal and visiting transients will travel to places outside of their preferred location in order to exploit other prey resources. Photo-identification studies have shown that transients, even those displaying site fidelity, rarely stay in the same region for more than 10 days. This might be to scope our new feeding areas or to prevent prey becoming too evasive if they are aware of transients in the area (Ford et al., 2012).

Here in Clayoquot Sound our work is done through an incredibly dedicated group of volunteers on the water. With their help SIMRS is able to record the presence of Biggs killer whales in our area. In 2015 we saw a total of 72 days of visitation (figure 2) and the month of the greatest visitations was August of 2015 which saw 15 days of visitation. There were an unusually high number of visitations in January of 2015 (figure 3) where we saw 11 days of visitation; this has only happened one other time during our 25 year monitoring program in 1993. During all other years we saw a range of visitation from 5-0 days of visitation (table 2).

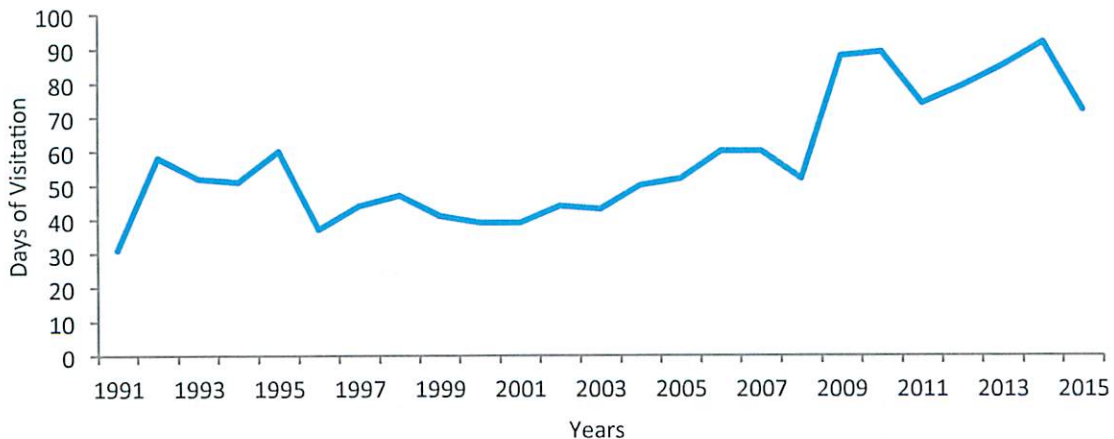


Figure 2: Days of Visitation of Biggs killer whales (BKWs) in Clayoquot Sound for the years 1991-2015. These data reflect presence of BKWs in Clayoquot Sound however on some days there were more than one family group present.

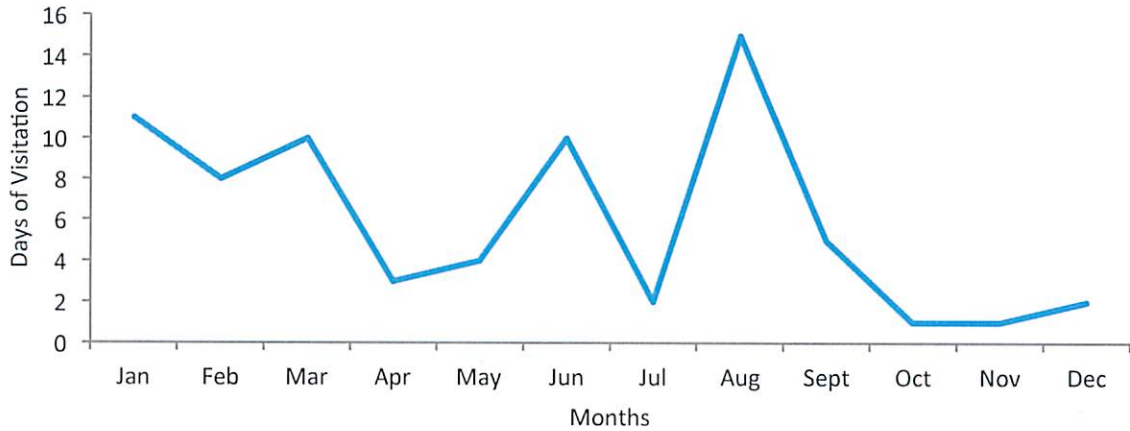


Figure 3: Days of Visitation per month for the year 2015. There was a range of 15 days of visitation (August) down to 1 day of visitation (October and November).

In the future we would like to take a deeper look into where the 12 groups of 'loyal' Bigg's killer whales. We would like to know specifically:

1. Where do the 12 'loyal' groups spend the rest of the year when they are not present in Clayoquot Sound?
2. Why is Clayoquot Sound is so important to these groups?



VICTIM SERVICES



Port Alberni Victim Services Society

4444 Morton St
Port Alberni, BC
V9Y 9B7
phone: 250 724-8910
fax: 250 724-8986

**Alberni Clayoquot Regional District Grant in Aid
Annual Report
2016**

As our fiscal year runs through March 31, 2017, all funds have not yet been allocated. The portion that has been spent augmented our staffing, program delivery costs and training. The remaining amount will be further utilized as such for our last quarter.

In the Alberni Clayoquot Regional District the Victim Services Program has assisted over **400 people** during the year. We ended the 2016 with the highest file count since 2008. The level of complexity in our client files has increased over the years although it is not reflected in our stats. Workers provided emotional and crisis support, practical assistance and justice system information to clients. We provided court orientation and attended court with 82 victims and witnesses.

We have continued to partner with Citizens on Patrol to provide property crime information to the residents of the Alberni Valley. We continue to organize the monthly regional domestic violence meetings and are participating with the RCMP in addressing a coordinated response to sexual assault files. We engage regularly with our community partners, promoting victim services and building on existing positive relationships. Staff participated in youth law day at the court house and an information session at WCGH.

Thanks to additional funding the last two years we have been able to provide consistent hours and attend regular training events throughout the year. Also this year we were able to identify and respond to new trends around victimization and had the time to complete two successful grant applications. The first to bring in training for our justice system partners around sexual assault investigations and the second is a project to engage youth around consent and sexual assault.

Thank you for your continued support.

Tamara Cocco
Manager
Port Alberni RCMP Victim Services

Grant-in-Aid Application Form

Name of Organization <p style="text-align: center;">Port Alberni Victim Services Society</p>	
Mailing Address: <p style="text-align: center;">4444 Morton St., Port Alberni, BC, V9Y 4m8</p>	
Contact Name: <p style="text-align: center;">Tamara Cocco</p>	Phone Number: <p style="text-align: center;">250 724 8910</p>
Email Address: <u>tamara.cocco@rcmp-grc.ca</u>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>26 000</u>	Details: _____

1. Is your organization non-profit? yes no

2. Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: s-0046397

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

See attached

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sprout Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

- 5. Please describe how the services provided by your organization fill a need in the community:

see attached

- 6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

see attached

- 7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$26 000
Year: 2015 Amount: \$26 000

- 8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

- 6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



Signature of Applicant

Jan 25/17

Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

3. Port Alberni Victim Services provided support and referrals to over 400 victims of crime and trauma in the Alberni-Clayoquot Regional District in 2016. Crime affects people financially, emotionally and physically. Victim service workers strive to help victims of crime and trauma in our community deal with these needs.

Workers and volunteers provide in person and telephone support to any victim of crime or trauma in need of assistance. This service may take the form of emotional crisis support at the scene of a crime or traumatic incident, practical assistance as needs arise in the days and weeks following an incident and ongoing court support as the file goes through the justice system. We provide a unique service as we are able to provide up to date police and court information that can assist with a victim's safety plans and sense of empowerment within the justice system.

5. Workers and volunteers also provide community education at public events around violence, elder abuse, grieving and home security

Through these services we are able to

- lessen the impact of crime and trauma on victims and their families and to assist in their recovery;
- increase victim safety and to help reduce the risk of further victimization,
- increase victims' level of participation in, and sense of empowerment under, the criminal justice system;
- support and therefore increase the effectiveness of victims acting as witnesses in court proceedings.

Supporting victims contributes to a healthier more productive community.

WHAT GRANT WILL BE USED FOR

The 2017-2018 Grant in Aid will be used to ensure that the program can continue to operate. The funding will offset salary, transportation and training expenses.

Grant-in-Aid
Application Form



Name of Organization: <u>ALBERNI VALLEY HOSPICE SOCIETY</u>	
Mailing Address: <u>3088 3RD AVE, PORT ALBERNI, B.C. V9Y 2A5</u>	
Contact Name: <u>GRACHEW CARLSON</u>	Phone Number:
Email Address: <u>GRACHEW@ALBERNIHOSPICE.CA</u>	

Grant Requested: <u>IN KIND REQUESTS.</u>	<input type="checkbox"/> Grant Assistance	<input checked="" type="checkbox"/> In-Kind Assistance
	Amount \$ _____	Details: <u>* 4 BIG TENTS * GARBAGE PICK-UP * PORTA POTTY'S * TRAFFIC BARRERS</u>

- Is your organization non-profit? yes no
- Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: 5-54106

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

AVHS PROVIDES END OF LIFE SERVICES TO THE VALLEY AND BEYOND.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:
- | | |
|---|---|
| <input checked="" type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

AVAS IS ABLE TO PROVIDE OUR REGION WITH THE ONLY SPECIALIZED END OF LIFE SERVICES AVAILABLE FREE OF CHARGE. WE PROVIDE COUNSELLING, SUPPORT GROUPS, EDUCATION, INTEGRATIVE HEALTH SERVICES, END OF LIFE BEDS AND MANY OTHER END OF LIFE SUPPORTS.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

WE HAVE APPLIED FOR THE COMMUNITY GAMING GRANT AS WELL AS A WELLNESS GRANT THAT WE HAVE NEVER APPLIED FOR IN THE PAST.

7. Has your organization received a Grant-in-Aid in the past from the Regional District?

yes no

If yes, complete the following:

Year: 2016 Amount: 1500
Year: 2015 Amount: 1500

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.


Signature of Applicant

Dec 8, 2016
Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

8 c) THIS IN KIND DONATION
 WOULD BE VERY APPRECIATED BY
 AUNHS. WE HAVE A COMMUNITY
 EVENT PLANNED FOR JUNE 17TH, 2017
 THE BUTTERFLY RELEASE WAS
 A REALLY FUN EVENT THAT HAD
 A NUMBER OF FUN INTERACTING
 COMPONENTS ... ARTS, CRAFTS, SCIENCE,
 NATIVE PLANTS, SPIRITUAL & CULTURAL
 ASPECTS OF THE BUTTERFLY TRANSFORMATION
 WITH FIRST NATIONS, LIFE CYCLE, FOOD,
 FACE PAINTING, MUSIC, DANCERS ...
 THIS YEARS EVENT WILL BE EVEN
 BIGGER SO WE NEED TO BE
 PREPARED WITH TENTS, BARRIERS, GARBAGE
 REMOVAL, BATHROOMS, & FIRST-AID.

Grant-in-Aid Application Form

Name of Organization <i>ART MATTERS SOCIETY</i>	
Mailing Address: <i>3652 15 Avenue, Port Alberni V94 5C6</i>	
Contact Name: <i>GWYNNE HUNT</i>	Phone Number: <i>250-723-7883</i>
Email Address: <i>gwynne@telus.net</i>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u><i>3,000</i></u>	Details: _____

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: *539796*

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

*We raise money to help end violence,
we offer a variety of art related workshops,
we do children's theatre and craft classes,
we do live unjuried theatre at the centre and
at other venues like the Capitol Theatre.
We provide a gathering and social place.
We do Spoken Word and sell locally written books
We inspire and promote artists.*

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input checked="" type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

The ART MATTERS ART Centre fosters and encourages the arts, in particular emerging artists, writers, artists, actors, children, etc. We provide live theatre including spoken word, produce festivals and events. The book Stories Around The Fire will give voice to seniors in the ACRD.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

City of Port Alberni - \$1500 for Solstice June 17, one day event - \$500 Rotary \$600 from City for No More Starving ARTISTS

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2016 Amount: \$1600
 Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Gwynne Hunt
 Signature of Applicant

Jan 31, 2017
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

ACRD Grant application 2017-2018

Art Matters Society

Projected Costs/Profits

Stories Around the Fire; memories, poems and tales

I have included a copy of my book Rampage:the pathology of an epidemic that I wrote 6 years ago (six years of research/3 years writing). I have taught writing to Seniors, adults, teens and children; I have been a story collector; recording and writing for seniors. I have written and produced over 20 plays and been a working writer all my life.

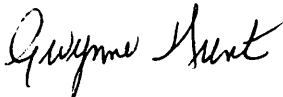
This proposal is in collaboration with Katrina Kadosky who is well known for her show Cougar Annie. Although Katrina's schedule does not allow her to partner, she has offered to travel with me to Tofino, Ucluelet and read bits of her play as well as doing a small performance in Port Alberni. She is submitting a Cougar Annie story for the book. The dates are TBA for Katrina's work. She will be involved mostly in 2018.

Katrina and I are asking for some costs and a small honorarium each, as we both have to take time away from our work. I own a business, Main Artery and am the Artistic Director of Art Matters Art Centre (87 members currently). I have a busy schedule and need to hire people to replace me when I am away.

The project would start August 1, 2017 and be completed in October 2018. 60% of proceeds would go to Art Matters Society to help support events we do at the art centre and to benefit our collective members. 5% is to cover costs for debit/credit sales, 10% for materials-the last 25% would be to help cover my time to interview and write the book.

We have used Printorium in Victoria before-the cost of a 200 page, glossy cover, 60 pound, white pages would cost \$1,000 including bar code, and shipping. We would offer the book at cost to the contributors (approx.20 people could buy the book for \$10), 80 books would sell for \$24.00 giving us a profit of \$1480 to help the art centre run programs in Port Alberni.

Thank you



Gwynne Hunt

Artistic Director

Art Matters Society

Manager of Finance

ACRD

Grants in Aid

Annual Report for Art Matters Society:

2016

In 2016 Art Matters Society focused on a number of local theatrical events and opened an art centre..

1. The Vagina Monologues at the Char's Landing-in 10 years Art Matters Society has raised \$77,000 which is donated to non profits who work to end violence towards women and girls. For the last four years the money has been donated to ACAWS. (February show)
2. In March we produced an International Women's day event at the Italian Hall, with a production of The Vagina Monologues, Breast Friends and pieces written by local high school students, belly dancing, meditation, creative art visualization workshops. Ten women from Mission, Vancouver and Chilliwack performed with local actors to a sold out crowd.
3. Partnering with Rollin Arts Centre, the Portal Players and Art Rave, Art Matters offered F.A.C.E. (festival of artistic and creative expression) as part of Solstice. We provided the theatrical component at the Capitol Theatre, did street performances of Shakespeare and children's puppet theatre. We also did children's crafts under the street tent.
4. New McDonald Has a Farm; written and produced by Gwynne Hunt was performed at the Capitol Theatre, Art Matters Art Centre and the Spirit Square Farmer's Market. The 8 children took 6 weeks of workshops in theatrical production prior to the shows.
5. In August, Art Matters Society opened the Art Matters Art Centre, 5417 Argyle Street and formed an artist collective (87 members), to foster and encourage the arts. Funding for this came from the Main Artery, Art Matters Society and Gwynne & Dave Hunt.

Art Matters Society has a full 2017 season including, Solstice with 'follow the yellow brick road' theatre events, art and performance art for children, art scavenger hunts, Earth Day Recycled Art Project, spoken word events including Quay Words, a Busker Program Plien Air Artists and much more.

We have a No More Starving Artists Campaign with a small \$600 grant from the City to print and tie dye t-shirts and distribute 600 flyers over the next few months.

Our Board of Directors: Robert Gunn, Gwynne Hunt, Judith Reeves, Cara Baldwin and Gwynne Hunt.

Art Matters Art Centre

Currently the centre is being supported by the Main Artery and Gwynne & Dave Hunt. Art Matters contributed \$2300 to set up costs and Main Artery sponsored up front \$2000, The Hunts donated \$2000.

The centre brought in \$5500 in the first five months (slow season). It is expected the art centre will bring in \$15,000 in 2017. Cost are \$12,000 a year.

Although this is not relevant to the grant Art Matters Society is asking for 2017-2018 we felt it important to show we have a plan and source of income to keep the doors open.

The book *Stories Around The Fire* would be published even if the art centre did not exist and sold at the Main Artery, as are other locally published books.

Art Matters Society Board of directors

Gwynne Hunt

Robert Gunn

Cara Baldwin

Judith Reeves

Kristen Hunt

Grant-in-Aid Application Form



Name of Organization: Alberni Valley Crime Stoppers	
Mailing Address: 4444 Morton Street Port Alberni B.C. V9Y 4M8	
Contact Name: Lee Omilusik	Phone Number: 778-421-0017
Email Address: lomilusik@shaw.ca	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance <input type="checkbox"/> In-Kind Assistance Amount \$ <u>5,000</u> Details: _____
------------------	---

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S-0060988

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

Alberni Valley Crime Stoppers Society is a not-for-profit organization of B.C. As a registered charity the society is exempt from Payment of income tax under Section 149(1) of the Income Tax Act. The purpose of the Society is to provide support to the Royal Canadian Mounted Police in their efforts to prevent and solve Crimes by advertising campaigns and offering rewards: to encourage the public to volunteer information that might assist in solving crimes; to heighten public awareness of the level of criminal activity in the community and to generally aid society as a whole in the prevention of crime. We service all areas of the Alberni-Clayoquot Regional District

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

The Alberni Valley Crime Stoppers organization assists the RCMP by offering a reward of up to \$2,000 for information in regards to criminal activity. Our organization is the only Crime Stoppers board west of Nanaimo, therefore we handle all tips received regarding criminal activity for the entire Alberni Clayoquot Regional District. The tips received help to make the entire region safer by helping the RCMP solve crime.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

Our application for a gaming grant from the Provincial Government in 2016 was denied. We held a lottery in 2015 as a fund raiser We also received a donation from the Lions Club in 2013 and the Kinsment in 2014

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: _____ Amount: _____
 Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.



 Signature of Applicant

2017 JAN 27

 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Question 8(a) : Attached is the B.C. Society Annual Report

Question 8(b): Please find attached our organizations current and future budget projections and latest financial statement as prepared by R. Anderson and Associates Inc. (Chartered Professional Accountants)

8(c)
Question 8 (c) Our organization has an active board of six (6) volunteer directors and is self-funded with no source of income. Our members collect money by participating in tag day; soliciting donations. In the past we obtained a lottery licence as a fund raiser. We have also approached service clubs and received a well needed one time donation from the local Lions Club (2013) and the Kinsmen (2014). Our administrative expenses include a yearly insurance premium, B.C. Crime Stoppers Membership fee as well as a computer licencing fee that is needed to run the program. This year we updated our web page (avcrimestoppers.ca) which also has an annual maintainanc fee. We are also attempting to sell advertising on the new revamped web page as a source of income. In the future we hope to do more local promotion and marketing of our organization

What we do not receive is funding to pay for the tips that are received. The receipt of tips is unpredictable and payouts are also varied as they depend on the crime solved. This past year for example, we paid a \$1,000 reward for information that resulted in the arrest of a person wanted for attempted murder. We also paid \$255 for a tip that resulted in the arrest of an individual who had several outstanding arrest warrants. The unknown factor in our budget process is knowing how much is needed to pay for tips received since they are so unpredictable. In the past we have had to pay our tips through the generosity of the Campbell River and Nanaimo Crime Stoppers organizations as we did not have funds available the to pay the tip. So, we need to have money available to pay for successful tips. If our grant request has a favourable outcome we will use the money to pay for anticipated incoming tips, the computer licencing fee, web site maintance fee and insurance premium.

Grant-in-Aid Application Form

Name of Organization Westcoast Community Resources Society	
Mailing Address: Po Box 868 Ucluelet BC V0R.3A0	
Contact Name: Margaret Morrison	Phone Number: 250 726.2343
Email Address: mmwcrs@gmail.com	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>5,000.</u> -	Details: _____

1. Is your organization non-profit? yes no
 2. Is your organization a registered non-profit society in BC yes no
- If yes, please provide your Society Registration Number: 5-28514

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

see attachment

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:
- | | |
|---|--|
| <input type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input checked="" type="checkbox"/> District of Tofino | <input checked="" type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input checked="" type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

see attachment

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

see attachment

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: _____ Amount: _____
 Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required,
 please call (250) 720-2700.

M. Morrison
 Signature of Applicant

Date January 18/17

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Alberni-Clayoquot Regional District

Collective Kitchen Grant-in-Aid Application Form

3. Please describe the services and benefits that your organization provides the ACR:

Westcoast Community Resources Society is the point of navigation, advocacy and support on the Pacific Rim. WCRS connects all people in all of our west coast communities to the agencies, resources and solutions they need to be safe, informed, empowered and connected. Since 1992, the society has grown to include a 5 bed Transition House; a Women's Counselling program; a Women's Outreach program; a Children Who Witness Abuse Counselling Program; a Child and Youth Counselling Program, a Child and Youth with Special Needs Program, and a Community Outreach Program. Our society is committed building strong and capable individuals, families and communities.

5. Please describe how the services provided by your organization fill a need in the community:

The Westcoast Community Resources Society acts as the initial contact for community members who are in crisis and have multiple and complex barriers to accessing support services, particularly people who are marginalized by poverty, health, homelessness, and old age. West coast residents struggle with food security. Due to the remote locations of our communities, higher shipping costs leads to higher food costs and only 2 of our 8 communities have grocery stores. According to the Clayoquot Biosphere Trusts 2016 Vital signs, "The average monthly cost of a nutritious food basket for a family of four on Vancouver Island has gone up 16% in the last five years and the cost of food on the west coast is already higher than the island average." In addition, referrals to the Food Bank on the Edge are increasing while food donations are decreasing. The Community Outreach Program aims to address these issues with the creation of a Community Kitchen.

6. Please list other grants received and/or applied for from other Governments or Service Organizations:

WCRS is funded by BC Housing, Ministry of Public Safety and Solicitor General, Ministry of Children and Family Development, BC Gaming, and Community Living BC. WCRS has applied for grant-in-Aid from the District of Tofino and the District of Ucluelet for Community Outreach, as the program has not established secure and sufficient funding from BC Community Gaming Grants. ARD funding is critical to the in-kind funding requirements for the current BC Community Gaming grant application

8. A brief report outlining what the Grant-in-Aid would be used for: The Westcoast Community Resources Society began the Community Outreach program in 2002 and is the only program of its kind that is based solely on the needs of west coast communities. The Community Outreach Program provides navigation, advocacy and support to clients struggling with some aspect of their lives. Clients may be trying to access government services, improve their safety, access daily living resources, or access employment and housing. Client Numbers have increased steadily over the last several years, particularly male clients, elders and those who are socially isolated.

Under the umbrella of WCRS Community Outreach Program, the Community Kitchen aims to bring community members together biweekly in their own communities to create inexpensive healthy meals to take home. The WCRS Community Outreach Worker will collaborate with the Food Bank on the Edge, seek community garden donations, and run Community Kitchen workshops on meal planning, preparation, and preserving. The goals of this program are to build social connection and share ideas about healthy eating and affordable meal planning. The Community Outreach Worker hopes to cultivate the program to the point that the Community Kitchen runs self-sufficiently.

As part of the WCRS Community Outreach Program, ACRD funds would be used to coordinate the Community Kitchen Program and purchase supplies. Our chef trained Community Outreach Worker will recruit participants, schedule and reserve kitchen space, market, plan, shop, facilitate workshops, offer program evaluations, and report to WCRS.

Currently there is no community kitchen on the west coast. Weekly community lunches are available in Ucluelet and Tofino and the Food Bank on the Edge distributes food boxes to those with food insecurity, but many people are unable to stretch their food dollars. We can make a difference in the breakdown of food systems by providing an opportunity to come together, plan and prepare affordable and healthy meals.

Reaching out to, connecting with, and supporting our diverse and remote communities is an instrumental part of our Community Outreach Program. As individuals are empowered, informed and supported, communities are strengthened.

Grant-in-Aid
Application Form



Name of Organization <u>Alberni Valley Community School Society</u>	
Mailing Address: <u>4000 Roger Street, Port Alberni, BC V9Y 0B1</u>	
Contact Name: <u>Cathy Cross</u>	Phone Number: <u>ex. 2430</u> <u>250-723-6251</u>
Email Address: <u>ccross@sd70.bc.ca</u>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>3000</u>	Details: _____

- Is your organization non-profit? yes no
- Is your organization a registered non-profit society in BC yes no
If yes, please provide your Society Registration Number: 3-34352

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
We provide supports + programs for vulnerable students that assists them + their families both academically and socially. While located at ADSS, we provide programs at all valley schools. We partner in an Emergency Cupboard for students that provides access to clothing + hygiene items. We give students a hand up rather than a hand out - Keeping them in school.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:
- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input checked="" type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community: We try to remove barriers for students. Students often come to school showing the effects of poverty due to, not only unemployment but underemployment. They arrive hungry, with no school supplies (PE strip, ill fitting/ dirty clothes and no money for field trips school sports or grad ceremonies. They often experience difficulties at school & difficulties becoming part of the school community. →

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

Rotary Clubs - AM + PM

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: _____ Amount: _____
 Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Cathy Cross
 Signature of Applicant

Dec. 15, 2016
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:



ALBERNI VALLEY COMMUNITY SCHOOL SOCIETY

4000 Roger Street, Port Alberni, BC V9Y 0B1 • Phone: 250-723-6251 ext.2430 •
Fax: 250-723-2126 • email: ccross@sd70.bc.ca

Alberni-Clayoquot Regional District

Grant-in-Aid

The Alberni Valley Community School Society and ADSS Breakfast Club are partnering with Lefty Williams and his Dare 2 Dream Foundation to put on a Charity Basketball Game in Port Alberni on Friday, October 20, 2017 as a fundraiser for both organizations. Lefty's team will play against a team of local "celebrity" players. All proceeds from the game will go to the Community School and ADSS Breakfast Club to provide programs and services for vulnerable students in the Alberni Valley.

The Community School is a registered non-profit organization and the ADSS Breakfast Club is a volunteer run organization. As such, these organizations do not have an abundance of money to help them organize a venture of this magnitude. In an effort to use local money locally, the funding from the regional district will assist with:

- renting the Athletic Hall,
- paying for the hotel rooms for the players at the Barclay Best Western,
- printing of tickets and posters at Houle's Printing and/or the Graphics Factory,
- engaging Island Entertainment to do the sound and music for the evening and
- A game day breakfast for the Team.

We will be approaching local service clubs, businesses and individuals who have donated to prior Unity Community Basketball Games, as well as, the public in general for sponsorship of tickets, meals, prizes, etc. We will be booking flights from the US to take advantage of their cheaper fares. .

This is the third event we have done with Lefty Williams but the first one since he has returned to the U.S. The two organizations have confidence in their ability to organize and run the event with the assistance of the community. Every avenue will be explored to make this event as cost effective as possible, while still putting on a good show for the community.

Neighbourhood of Learning Evaluation

2015 - 2016



A Project of the Alberni Valley Community School Society

Rationale

The Alberni Valley Community School Society, through its coordinator Cathy Cross, coordinates the Neighbourhood of Learning Centre at ADSS. A program assessment was conducted this year to determine the effectiveness of how the Community School interacted with the 1200 students at Alberni District Secondary School (ADSS). The assessment focused on two main areas:

1. The level of awareness and levels of use of the service providers in the Neighbourhood of Learning Centre (NLC) and;
2. The socio-emotional health of the student population at ADSS.

The goal of the inquiry was to:

- a) Determine if the NLC and the Community School were effective in providing services that enhanced the ability of students to apply social and emotional learning strategies to become resilient, flourishing, self-aware individuals and;
- b) Determine if the NLC and Community School were effective in providing services that were addressing the actual needs of students, particularly our younger students, at ADSS.

Methodology

The program assessment was conducted using a variety of data gathering tools:

- student led focus groups,
- student led surveys,
- staff surveys and
- service provider focus groups.

Over 750 students, staff and service providers were asked about their use of the Neighbourhood of Learning Centre, their thoughts on the effectiveness of the NLC, what their sense of connection to adults and students at ADSS was and if they felt a sense of belonging to the school community.

Engaging our School Community

The Neighbourhood of Learning Centre (NLC) evaluation was originated by Cathy Cross, Community School Coordinator and Dave Maher, Vice-Principal. They set the ground work for the project.

Getting Students Involved

Student led portions of the evaluation were taken on by three Social Justice 12 students as a class project. In the course of their project they:

- distributed and collected 600 student surveys
- studied the MDI 7 results for current grade 8 and grade 9 students, paying particular attention to the Social Emotional dimension of the report.
- created a Power Point presentation for both grade 8 and grade 9, using the relevant MDI results. They picked out and included results that were interesting to them as students.
- presented their Power Point to a grade 8 class and a grade 9 class along with a short survey for each class.
- led four focus groups from these two classes.

Getting Staff Involved

- a survey was sent to staff electronically
- three teachers volunteered their classes to participate in the presentation and focus groups.

Getting Service Providers Involved

- 5 service providers who regularly work in the NLC took part in focus groups/conversations with the Community School Coordinator and Administrator working on the evaluation

Report Highlights

The program assessment clearly identified several factors that would increase the effectiveness of the Community School and Neighbourhood of Learning Centre interactions with ADSS and that would assist in the development of greater student success and well being at school in general.

The results of the student, staff, and service provider's input through the program evaluation showed that:

Ongoing Efforts

A concerted and ongoing effort must be made to connect the services of the Community School and NLC with staff and students so that there is greater awareness and use of the resources.

Integrate Service Providers

Systems and structures need to be in place to fully integrate the service providers into school and classroom life to ensure the greatest effectiveness of service delivery and relationship development between ADSS, the Community School and NLC.

Social Emotional Needs of Learners

A concerted and ongoing effort must be made by all adults at ADSS to understand the social-emotional needs of the learners and to purposefully and professionally address the needs on a day-to-day basis.

Social Emotional Learning Awareness

An emphasis on Social Emotional Learning awareness and education for all adults in the building must be created at ADSS so as to be responsive to the changing needs of students.

Student Voice

Ongoing student voice must be engaged to continue to understand the Social Emotional Learning needs of students so as to foster a higher level of school success, career success and personal success.

School Wide Participation

Input was sought from as many members of the school community as possible:

1. Student:

The school wide student survey was returned by 50% (593) of the student population. Grade by grade breakdown:

- 67% of grade 8s
- 37% of grade 9s
- 60% of grade 10s
- 50% of grade 11s
- 33 % of grade 12s

2. Staff:

Electronic surveys were returned by 30% (40) of staff

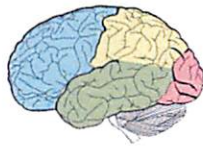
3. Neighbourhood of Learning Centre Service Providers:

62.5% of NLC service providers took part in Service Providers focus groups.



Social and Emotional Learning is the process by which children and adults acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships and make responsible decisions.

SOCIAL EMOTIONAL LEARNING



Brain science shows social and emotional development can be taught, can improve and has an impact on health, wealth and public safety for generations to come.



Research shows core academic learning increases with investment of time, money and energy into social and emotional learning during school hours.



Changing realities demand a different set of competencies in the workplace. The abilities to work with one another, manage stress, and be resilient are needed to enter, stay and progress in today's workforce.

SOCIAL EMOTIONAL LEARNING CORE COMPETENCIES

5

**Social and Emotional Learning
Core Competencies**

An interrelated set of cognitive, affective and behavioral competencies - Self-awareness, self-management, social awareness, relationship skills, and responsible decision making .

SD 70 (ALBERNI) ASPIRATION AND BELIEFS

In SD 70 (Alberni) goals, the district has articulated two aspirations with coinciding beliefs pertaining to Social Emotional Learning and students.



Aspiration 4

Beliefs

All students will develop and apply social and emotional learning strategies to become resilient, flourishing, self-aware individuals.

- Improves students attitudes about self and others
- Promotes prosocial behaviour, reduces conduct problems and emotional distress
- Increases attachment to school, motivation to learn and academic achievement.

Aspiration 5

Beliefs

All students will develop and apply socially responsible behaviours in their school and community.

- Builds tolerance and respect for the beliefs of others
- Critical components of a tolerant, functioning, democratic society
- Improves classroom, school and community interactions

SCHOOL DISTRICT 70 (ALBERNI) AND THE MDI

4

Years of
Research
Data

The Middle Years Development Instrument (MDI) was developed by the Human Early Learning Partnership at UBC. It is a self-report questionnaire that is completed by students in grades 4 & 7. The MDI asks students how they think and feel about their experiences both inside and outside of school. Questions relate to 5 areas of development that are strongly linked to well-being, health and academic achievement. SD70 continues to work with UBC to add to 4 years of data already collected.



2015 – 2016 was a year of change at ADSS. With change comes challenges and opportunities. By identifying our challenges, we begin to find our opportunities.



School District 70 (Alberni) reconfigured schools. ADSS changed from a grade 9 – grade 12 school to a grade 8 – grade 12 school.



There was a 14% increase in the number of staff that accompanied the arrival of the grade 8s.



42% of students attended ADSS for the first time in September 2015. Reconfiguration added 497 new students to ADSS as both grade 8s and grade 9s were new to the school.



WE ARE ALL ARMADA

Our challenge is to build on what is working and to identify where gaps exist. We must create a sense of community and belonging to enhance student success during their years at ADSS.

NEIGHBOURHOOD OF LEARNING CENTRE



The Neighbourhood of Learning Centre (NLC) at ADSS provides office space to community service providers enabling easy access to services for youth in our school. The NLC is coordinated by the Alberni Valley Community School.

WHERE WE ARE

The Neighbourhood of Learning Centre is located in ADSS through the wooden doors by the Theatre. The NLC is accessible from both inside the school and outside the school to enable to students to maintain their privacy when accessing available services.

WHO WE ARE

The Neighbourhood of Learning Centre provides office space for service providers from Alberni Community and Women's Services (ACAWS), Alberni Drug & Alcohol Prevention Services (ADAPS), Family Guidance, Youth Mental Health, the Youth Clinic, the Breakfast Club Emergency Cupboard and the Alberni Valley Community School.

WHAT WE DO

Service providers in the Neighbourhood of Learning Centre provide information and support for students in a variety of areas – creating safe and respectful relationships, questions about drugs and alcohols, questions concerning LGTB issues, relationships with parents and friends, access to clothing, hygiene supplies and food for vulnerable youth and youth sexual health.

COMMUNITY ORGANIZATION PROFILE



The Youth Clinic provides sexual health services for youth up to the age of 25. Services include non-judgemental, open, honest conversation, contraceptive counseling – birth control, condoms, abstinence, etc; STI counseling – testing including blood work, providing results, providing treatment, helping to have those “tough” conversations; Pap testing – screens for cervical cancer; Pregnancy tests – referral for pregnancy counseling; immunization catch up. An RN is available at all clinics.



THE NLC SUPPORTS ASPIRATION 4

ALL STUDENTS WILL DEVELOP AND APPLY SOCIAL AND EMOTIONAL LEARNING STRATEGIES TO BECOME RESILIENT, FLOURISHING, SELF-AWARE INDIVIDUALS.

- 72.5% of staff know where the Neighbourhood of Learning Center is. Only 17% of students know where it is.
- 60% of staff report they know what services are provided by NLC services. Only 12% of students know what services are provided in the NLC.
- Only 37.5% of staff and 9% of students know how to make an appointment for services at the Neighbourhood of Learning Centre.
- We need to find ways to continue to include youth in data gathering and action planning.
- We need to increase ADSS staff awareness of socially appropriate and welcoming staff behaviour at school.
- As the Neighbourhood Learning Centre we need to continue reflection and self-analysis of both promising practise and program gaps to provide support to students and staff.

5

Service providers located in the NLC

The Alberni Valley Community School, ADSS Breakfast Club, Alberni Community and Women's Services, Family Guidance, and Alberni Drug & Alcohol Prevention Services all have space in the NLC. Services they provide enhance social emotional learning. A greater connection between the NLC and students and staff will enhance social emotional learning at ADSS.



A sense of belonging and a feeling of connectedness to school nurture positive feelings in students and deter risk taking behaviour. The NLC provides services that can support the development of belonging and connectedness in students.

THE NLC SUPPORTS ASPRIATION 5

ALL STUDENTS WILL DEVELOP AND APPLY SOCIALLY RESPONSIBLE BEHAVIOURS IN THEIR SCHOOLS AND COMMUNITY.

- We were surprised by what students perceived as pressures in a secondary environment – they were too young to be here; their grades would drop; they were physically smaller than everyone else.
- Students were surprised by the people at ADSS when they first came to the school – staff answered questions; it was nice to have just gr. 8 on the first day; older students were supportive and helpful; it was ok if you were late for a while at the start.
- 68% of grade 8s felt there is an important adult for them at school. This is an increase from their MDI results in grade 7.
- 44% of grade 9s felt there is an important adult for them at school. This is a decrease from their MDI results in grade 7.
- We need to increase awareness about the NLC with both students and staff to increase use and interventions.
- We need a deeper level of collaboration between classrooms and the NLC.

5 DIMENSIONS OF DEVELOPMENT MEASURED BY THE MDI

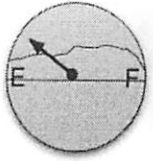
The MDI uses a strengths-based approach to assess five areas of development that are strongly linked to children's well-being, health and academic achievement. These areas are: Social and Emotional Development, Physical Health and Well-Being, Connectedness, Use of After-School Time and School Experiences. The MDI is self reported by students, giving us the student's perception of their life and is taken in grade 4 and 7 - one year prior to students coming to ADSS.

ACKNOWLEDGMENTS

Thank you to:

- Students and staff at ADSS for taking part in surveys, presentations and focus groups.
- Rachel Reynolds, John Wall and Mike Roberts for volunteering your classes to participate in the presentations and focus groups.
- Brianna Thompson, Kaitlynn Vissia and Ashley Holmquist for taking on the Neighbourhood of Learning Evaluation as your Social Justice 12 project.
- Anne Oswald, Social Justice 12 teacher, who understood the many times we pulled the students from class to work on this project.
- Tracy Smyth from Ready to Raise, for her expertise and support every step of the way.
- Dave Maher for being ... Dave Maher.





Alberni Valley
Transition Town Society

Alberni Valley Transition Town Society
5010 Bush Street
Port Alberni, BC
V9Y 8V5

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

January 25, 2017

Dear Grant in Aid Committee,

2017 marks the sixth year of operations for the Alberni Valley Gleaning Project. Since 2012, over 35 000 lbs have been harvested. 1/3 of the fruit goes to charity, 1/3 to volunteers, and 1/3 to the homeowners. Over the past few years the gleaning project has grown substantially. Last year saw 76 volunteers engaged with the gleaning project, 106 homeowners connecting, and over 15000lbs of fruit put to community use. We are writing to apply for a one-time grant-in-aid grant for \$4200 to support web development to improve coordination, reduce administration time, and strengthen this project.

This project is a significant community asset and is popular with Alberni Valley Bear Smart and local charities who directly benefit from the project. Last year the Alberni Valley Gleaning Project partnered with the Nuuchahnulth Tribal Council to specifically offer some of their members fruit harvesting skills training. The Young Professionals of the Alberni Valley and Dry Creek Community Garden, the Canadian Mental Health Association and Healthy Harvest Farm, Alberni Valley District Coop, Eden Tree Farm, Hupacasath First Nations, and the City of Port Alberni are also partners in the project. This project not only builds community, localizes the food system, and prevents food from going to waste (hence reducing methane build up in the landfill), but also encourages people to be outside and connect with each other and with the land. Furthermore, the project promotes environmental sustainability and supports the Climate Action Charter recently signed by the ACRD though reducing greenhouse gas emissions by promoting, and supporting, tree health and the presence of trees in the community.

The Gleaning Project operates on a very small budget and we have been looking at ways to streamline coordination to expand the reach of the project. We are applying to the ACRD Grant-in-Aid for \$4200 to support web development work to upgrade our website and undertake necessary software development which will have a lasting benefit to the project. This will significantly reduce the ongoing administration time required for each pick to enable us to strengthen and scale up the project.

Thank you for considering our application. Your support is critical to the success of this project.

Please let me know if I can provide further information. I can be reached anytime at 250-723-8282 or by phone at danneau@danneau.com.

Sincerely,

Dan Schubart
President, Alberni Valley Transition Town Society

Grant-in-Aid Application Form

Name of Organization		Alberni Valley Transition Towns Society - Alberni Valley Gleaning Project	
Mailing Address:		5010 Bush Street Port Alberni, BC V9Y 8V5	
Contact Name:	Dan Schubart	Phone Number:	250-723-8282
Email Address:	danneau@danneau.com		

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u>4200</u>	Details: _____

1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC yes no

If yes, please provide your Society Registration Number: S-G058431

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
AVTTS provides consultation, education, guidance and support for initiatives relating to local economies, climate change and sustainability. Projects and activities include development of a Community Food Security Round Table, local Farmer Directory, Community Food Charter, Community Household Food Survey, School Garden Project, Fruit Gleaning Project, and Seed Library. We are also active supporters of and participants in Family Farm Days and the Fall Fair and members of the Farmer's Institute, Agricultural Development Committee, Social Planning Council and City of Port Alberni Food Security and Climate Change Committee. This grant application seeks support for the Alberni Valley Gleaning Project specifically.

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|---|---|
| <input type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input checked="" type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input checked="" type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input checked="" type="checkbox"/> Electoral Area "F" (Cherry Creek) |

(While AVTTS offers services that benefit the entire Regional District, the project requesting funding (Alberni Valley Gleaning Project) specifically serves Port Alberni, Cherry Creek, Beaver Creek and Sproat Lake.)

5. Please describe how the services provided by your organization fill a need in the community:

Since 2012, the Alberni Valley Gleaning project has harvested over 35,000 pounds of fruit, most of which would otherwise have gone to waste. One third of the fruit is donated to local charities for distribution to those in need. The project assists homeowners who are unable to harvest themselves-many of whom are elderly or disabled. Harvesting ripe fruit is a significant deterrent to bear problems within the valley and it contributes to regional food security and the health of its citizens.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

\$400 Alberni District Coop

\$7,300 Applied for from Canada Summer Jobs

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: _____ Amount: _____

Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.


 Signature of Applicant

2017/01/25
 Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

How Grant Funds will be Used

Alberni Valley Transition Town Application to ACRD Grant-in-aid fund 2017.

ACRD Grant-in-Aid funds will be used to:

- Support web development work to upgrade the Alberni Valley Gleaning Project website and undertake necessary software development.

This will have a lasting benefit to the project and will significantly reduce the ongoing administration time required for each pick. Consequently, these funds will enable us to strengthen and scale up the gleaning project.

For more information on the gleaning project please visit:

www.alberni-valley-gleaning.org

Gleaning Operations 2016

Alberni Valley Gleaning Project Final Report



October 16, 2016

Report Prepared by:

Sarah Thomas

ECOllaborate Now

On behalf of:



Alberni Valley
Transition Town Society

Acknowledgements

Loyal and efficient work in a great cause, even though it may not be immediately recognized, ultimately bears fruit.
- Jawaharlal Nehru

Thank you to the many volunteers, pick leaders, homeowners, organizations, and community sponsors that contributed to the success of the gleaning project this year. Over 76 people were involved picking fruit, transporting ladders, contacting homeowners, building compost, selling fruit, and coordinating logistics and 106 homeowners reached out about having their trees included in the project.

In particular a few of the volunteers who were instrumental in the project included:

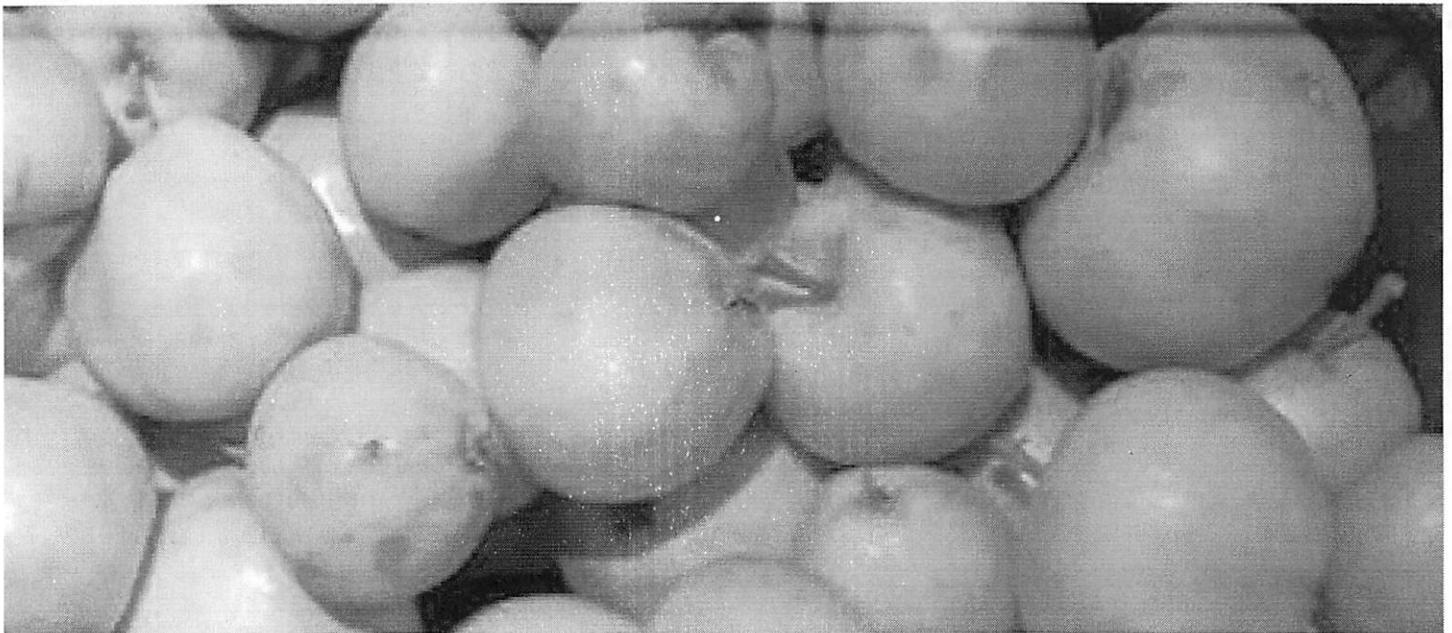
Janette Cormier, Emma Gehrs-Whyte, Frank Howie, Genevieve Huneault, Anna Lewis, Gord Nickerson, Ben Nickerson, Charles Thomas, Miriam Turner, Heather Shobe, Camie Soggie, and Jim Wright. Sam Brownlee, Dan Schubart, and Edna Cox were also pivotal to the project through their roles in Alberni Valley Transition Town Society.

Project sponsors included:

Alberni Valley Transition Town Society
Alberni District Coop
City of Port Alberni
Dry Creek Community Garden and the Young Professionals of the Alberni Valley

Other Partners in the project are:

Bear Smart
Eden Tree Farm
Healthy Harvest Farm
Ozzie's Cycle
Hupacasath First Nation
Nuu-chah-nulth Tribal Council



Project Summary

The Alberni Valley Gleaning Project is a fruit picking project that aims to decrease waste and increase distribution of delicious, nutritious, and local food while reducing bear attractants, promoting tree health, and building community. Our Valley has a lot of potential for food production, and we need to ensure that all this amazing food gets used. The Gleaning Project picks fruit trees that might not otherwise get picked and shares the fruit with the community. In general one third of the fruit goes to charity, one third to the homeowners, and one third goes to the volunteers. Where surplus fruit exists it is sold to raise funds for the project.

In 2016 the organizational structure included a project coordinator, pick coordinator, pick leads, and volunteers. Fruit sales volunteers, a compost coordinator, and two web development people filled out the project team. The whole project fell under the umbrella of Alberni Valley Transition Town Society. This structure is shown pictorially in the figure below.

Organizational Structure 2016

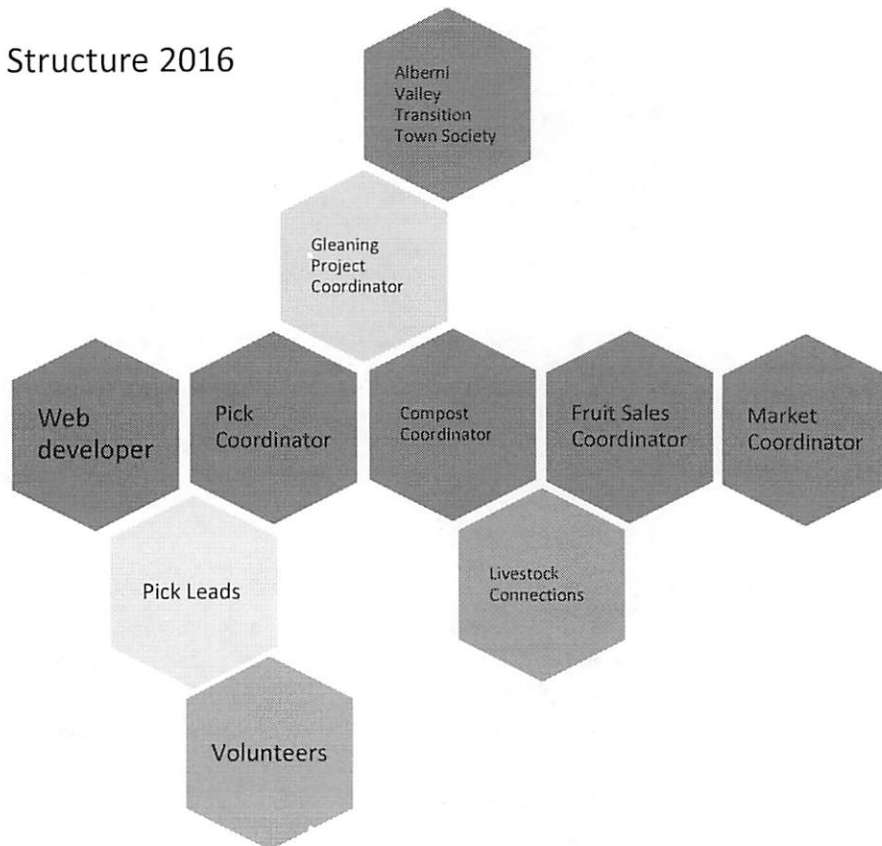


Figure 1: Gleaning Project Organizational Structure 2016

Harvest and Distribution Summary

The largest year yet for the Alberni Valley Gleaning Project, the 2016 Gleaning Project season began in June and carried on into October. 76 volunteers were involved in the project and 74 pick 'events' took place. Over 15,000 pounds of fruit were collected including the 4080 pounds of waste fruit which was collected off of the ground and transferred to farmers as livestock feed. 11,000 pounds of fruit were harvested and over 3,500 pounds of fruit were donated to charities across Port Alberni. See Figure 2 below for the breakdown of how the fruit was shared.

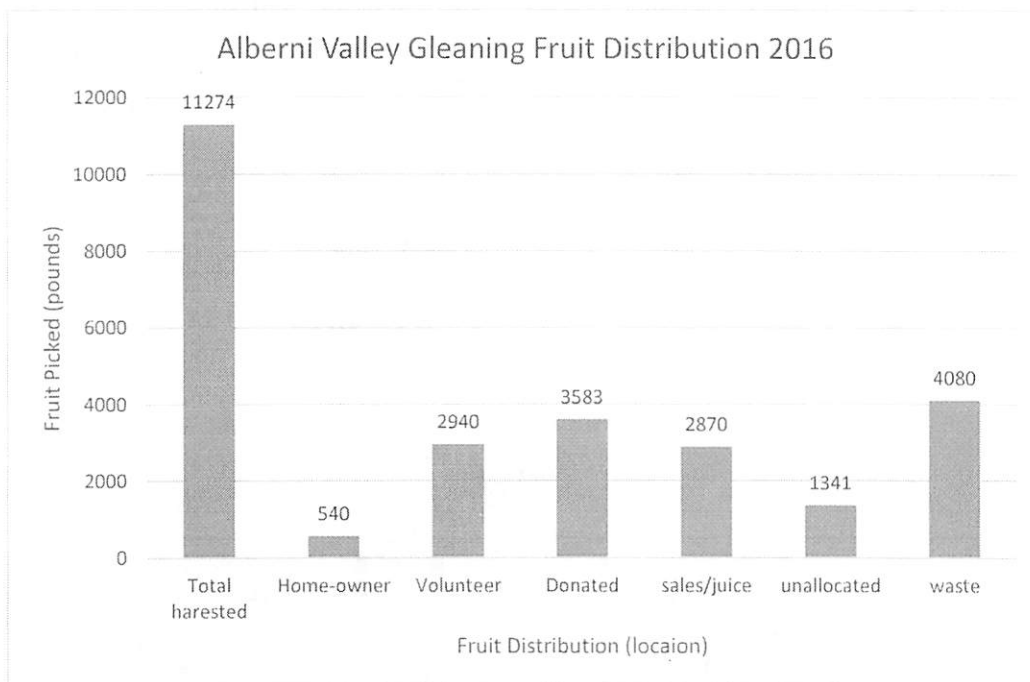


Figure 2: Gleaning Fruit Distribution 2016

Project Revenue and Expenses

This year the Alberni Valley Gleaning Project operated on a minimal \$3500 budget. Expenses were kept to an absolute minimum and new revenue streams were specifically explored with the hope of building additional revenues which could be used to bolster base funds for future years. The project had \$527 in the account to carry forward from 2015 which helped in the early season and means that our bank account is still positive now. The 2016 gleaning season was successful in having revenues exceed expenses. While on the balance sheet it looks slightly negative, the project still has about 100 boxes of apple juice on hand which will be sold throughout the winter. If sold this could generate up to \$1800 worth of additional revenue which would then be base funds and provide some assurance for the project going forward.

Revenue

This year we worked to develop 5 distinct revenue streams in order to diversify and build the income for the project. These five areas were (1) volunteer membership, (2) homeowner donations, (3) fruit sales, (4) fundraisers, and (5) grants.

1. This was the first year that the Alberni Valley Gleaning Project has requested a gleaning volunteer membership fee. There was a good response to it and people were happy to support in this way knowing that they are contributing to insurance and gaining the ability to use ladders and connect with others for the picks. Revenues for this stream were over \$900 and exceeded expectations.
2. Homeowner donations, while requested, were not always fully explained. There is the potential to further expand this revenue stream.
3. Fruit Sales were successful thanks to the generous support of, and partnership with, Healthy Harvest Farm. Regular sales to the Tofino Community Food Initiative were positive. A table at market provided another avenue for sales. Sales far exceeded expectations this season. At the same time, a significant amount of fruit was wasted as it could not be sold fast enough. A lack of cooling facilities was also a challenge. Transportation to the sale venue was tricky to communicate to volunteers as it kept changing. This could be improved with an overarching 'gleaning fruit sales coordinator'.
4. Fundraisers are another revenue stream that we worked to build this year. An old time Square Dance was hosted as a year-end celebration and benefit for the Gleaning Project. As it turned out the event only just broke even but significant fun was had. We made notes on how to improve revenues for future square dances. Juice was also made and sold. Juice will continue to be sold throughout the fall and winter and will allow us to maintain a presence at the market and raise further funds.
5. Ideally the need for grants will be minimized as other revenues are developed. In the meantime grants are an important component to help propel the project. The City of Port Alberni and the Alberni District Coop supported the project this year.



Expenses

Project Coordination, marketing, insurance, and project materials are the major expense categories for the gleaning project. Project expenses were kept to an absolute minimum in order to ensure a positive balance sheet by season end. Honorariums for the project coordinator and the pick coordinator were \$200 per month over the season from June to October. This is extremely low given the approximate 10 hours per week that each coordinator contributed and will have to be increased in the future. An optional \$15 stipend was offered to pick leads to help offset the cost of gas however no one requested it.

A summary of the income and expenses for the 2016 season is included in Table 1 below.

Gleaning Project – Finance Summary 2016

Income	Actual	Expenses	Actual
Volunteer memberships	\$955.00	insurance	\$500.00
Homeowner Donation	\$135.00	website	\$148.12
Fruit Sales	\$498.25	miscellaneous	\$56.54
Product sales	\$426.00	Product (for sales)	\$877.00
City of Port Alberni Grant	\$900.00	Coordination Honorariums	\$1,925.00
Alberni District Coop	\$300.00		
Other income	\$30.00		
total income	\$3,244.25	total expenses	\$3,506.66

*Juice sales continue. It is expected that revenues will have exceeded expenses by year end.

Recommendations for Future

- Streamline coordination so that volunteers and homeowners do more of the connection with each other and leave the coordinator out of that part.
- include a clause in the waiver form that includes people's willingness for their name, email, and phone number to be shared.
- have the waiver online and have people sign it directly on the website when they sign up to participate in the project.
- consider software to enable pick locations to be visible on a map (See Winnipeg Fruit Share).
- consider software that allows homeowners/volunteers to directly sign up to a calendar.
- consider putting the data sheet online so that pick leads upload directly to a dropbox for example rather than handwriting the information following a pick.
- improve homeowner survey to include space for a photo to be uploaded. Include all questions not just the few. Perhaps have it as a survey where you don't see all the questions at once but rather just see them as you do them so people aren't intimidated by the list of questions.
- Consider a homeowner registration fee as well. Perhaps \$10 payable online at the time of registration?

-develop a better homeowner information sheet and write a stock email that can be sent to all homeowners when they sign up letting them know what to expect etc. Ideally this could be an automatic response from either the website or the email.

-perhaps consider a different way to support pick leads. The terminology seemed to make a few people nervous and the responsibility and time required to do all of the driving around was too much for others.

-Create a pick lead check list (or rather 'Pick Checklist'?) that includes all of the pick lead tasks from collecting ladders and knocking on the homeowners door to phone numbers for people who want waste fruit for livestock as well as charities etc.

Web Presence and Contact Info

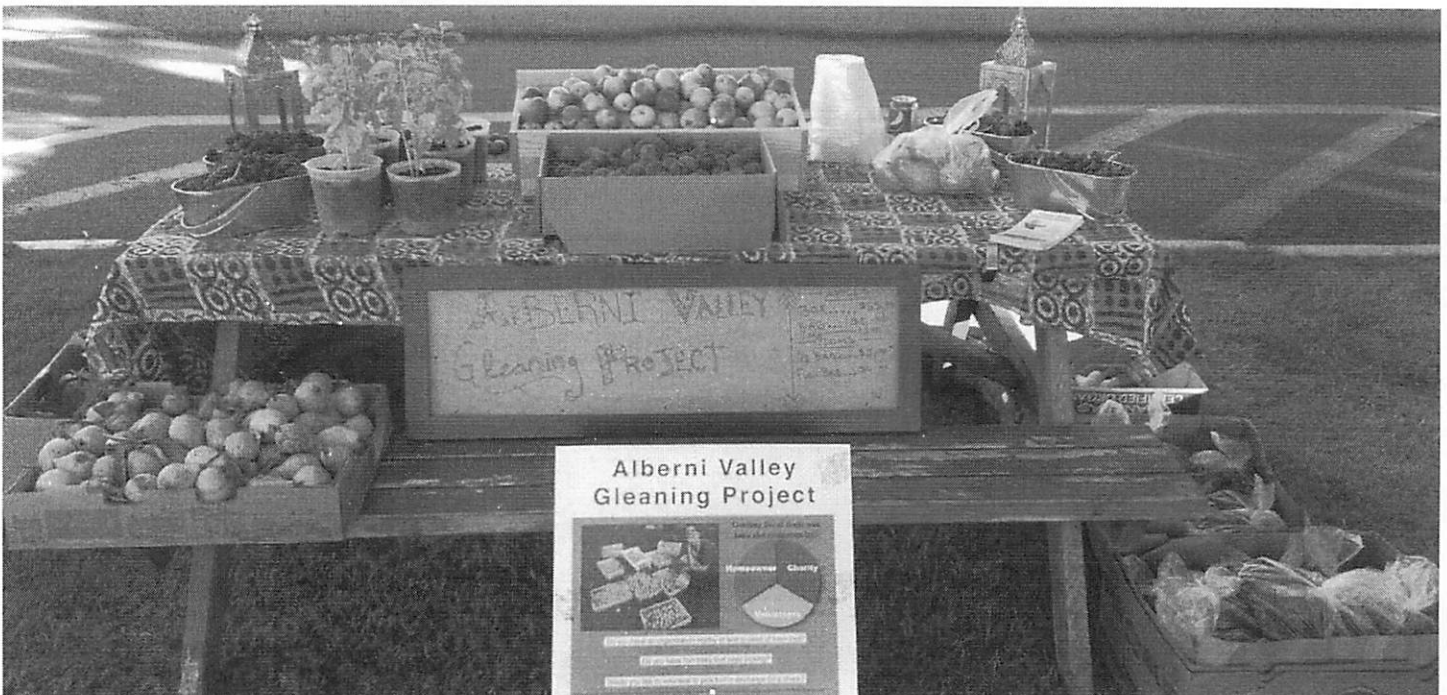
A number of different methods of communication were developed this year in order to streamline messaging and communication and to ease the transfer between coordinators so that contact information is not tied to one person in particular and can remain consistent across years. A gleaning website was developed where homeowners and volunteers can sign up and a gleaning email address was also established. A Facebook page was launched and the City of Port Alberni website was updated to include the most recent information.

Gleaning email – alberniavalleygleaning@gmail.com

Gleaning Project Website - www.alberniavalleygleaning.org

Gleaning Project Facebook - <https://www.facebook.com/AVGleaning/?fref=ts>

City of Port Alberni Gleaning information - <http://www.portalberni.ca/alberni-valley-gleaning-project>



Alberni Valley Bear Smart Society
Bear Smart BC Society
250-951-9453
bearsmartbc@telus.net

January 24, 2017

Alberni Valley Transition Town Society
5010 Bush Street
Port Alberni, BC
V9Y 8V5



Bear Smart BC
CONSULTING INC.



Alberni Valley
Bear Smart

Dear Dan Schubart,

Alberni Valley Bear Smart is a bear stewardship committee delivering Bear Safety and Attractant Management information to the public with the goal of human-bear conflict reduction.

In 2012, Alberni Valley Bear Smart assisted with initiation of a Fruit Tree Harvesting Program. Members of Alberni Valley Transition Towns Society have worked tirelessly to manage this program and it has developed into a significant community asset.

The program has helped us to effectively manage the second highest bear attractant in the community which is our fruit trees. We expect that we have generations of bears coming to the very same fruit trees in our neighborhoods each season, knowing exactly when each fruit tree ripens! Although for some residents there is a high level of tolerance for bears in their fruit trees, our fear is that one day we may have human-bear conflict that results in the death of a citizen. We know that each year Conservation Officers need to kill bears because they have become human-habituated from eating our fruit.

On behalf of Alberni Valley Bear Smart I would like to offer support to the Alberni Valley Transition Towns Society in your application to the ACRD for funds to support web development work to strengthen and expand the gleaning project.

This is a very worthy cause possibly leading to lives saved and to a paradigm shift in both attitudes towards and management of wildlife attractants in our community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Crystal McMillan', with a long horizontal line extending to the right.

Crystal McMillan, MA
Executive Director
Bear Smart BC Consulting
250.951.9453
www.bearsmartbc.com
bearsmartbc@telus.net

Grant-in-Aid Application Form

Name of Organization <i>Literacy Alberni Society</i>	
Mailing Address: <i>5100e Tebo Avenue, Port Alberni V94 5Y6</i>	
Contact Name: <i>Graham Hughes (250-723-7323)</i>	Phone Number: <i>250-730-1045</i>
Email Address: <i>graham@literacyalberni.ca</i>	

Grant Requested:	<input checked="" type="checkbox"/> Grant Assistance	<input type="checkbox"/> In-Kind Assistance
	Amount \$ <u><i>10,000</i></u>	Details: _____

1. Is your organization non-profit? yes no

2. Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: *S-47950*

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:

Please see attached letter and UNESCO report

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

Education Services
Settlement (immigrants, refugees)
Senior Services (iPad, computer classes)

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

Gaming Grants, Port Alberni Community Investment Program

7. Has your organization received a Grant-in-Aid in the past from the Regional District?

yes no

If yes, complete the following:

Year: _____ Amount: _____
Year: _____ Amount: _____

8. Please include with your application, copies of the following:

- (a) Annual Report;
- (b) A copy of your organizations current year budget and latest financial statement;
- (c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

Signature of Applicant

31-JAN-2017

Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

Tuesday, January 31, 2017

To the Alberni-Clayoquot Regional District Board of Directors and Manager of Finance

Thank you so much for your time, and consideration of granting Literacy Alberni Society with funds with which we will work to provide opportunities to residents of all ACRD districts.

Of the \$10,000 contribution request, if granted:

\$5,000 will be deposited to the Klitsa Tutoring subsidy fund, which will provide 192 hours of one-on-one tutoring time facilitated by BC certified teachers to school-aged children from low-to-no income families who are not otherwise funded through available opportunities. If you are not familiar with the Klitsa Tutoring program, please review our website for in-depth service description. For the sake of this report, keeping it brief as requested in the grant policy form, please know that we work tirelessly to deliver specified educational support that works with learners at their pace to help them overcome learning barriers, catch up where they're behind, and equip them with confidence to become proud, life-long learners.

The remaining \$5000 will go towards the sustainability and delivery of the Little Libraries and the PALS (parents as literacy supports) programs.

The Little Libraries provide free access to literature throughout our community and the West Coast. The number one barrier for many families having books in the home is cost, and the benefits of having books in the home and encouraging reading works to address our community's higher percentage of kindergarten children rated as vulnerable for language development (15.0%) than in BC (9.0%) or in Island Health (9.7%) [Local Area Health Report, Island Health, 2014, pg 6].

The PALS program delivers workshops in school settings, and is made possible through our partnership with SD70 (Stacey Manson and Cathy Cross), the Early Years Development Centre (Maggie Hodge-Kwan) and the Health Unit (Julie Rushton). We have the facilitators, the resources, and the in-kind facility access already aligned. The ACRD's financial contribution to this program will give us the ability to facilitate 6 PALS days for 20 families each session (Approximately 400 participants total), which will have a dramatic impact on the development of these children, and help both Literacy Alberni and the ACRD work together towards a fully-literate community.

Sincerely,



Graham Hughes, Pam Craig, and the Board of Literacy Alberni Society.



Literacy Alberni Society

Country Profile: Canada

Population	34,994,000 (2013, UNESCO)
Official Languages	English and French.
Poverty (population living on less than US \$ 1.25 per day)	9.6% (2007–2011, UNICEF)
Adult literacy rate (15 years and over)	<p>PIAAC test results: percentage of adults scoring at each proficiency level in literacy (level 1 represents the lowest level of proficiency, level 5 the highest):</p> <ul style="list-style-type: none"> • Below level 1: 3.8 % • Level 1: 12.6% • Level 2: 31.7% • Level 3: 37.3% • Level 4: 12.8% • Level 5: 0.9%
Statistical sources	<p>OECD statistical profile OECD Skills Outlook 2013 UNESCO Institute for Statistics</p> <p>World Bank</p>

Programme Overview

Programme Title	Literacy Alberni Society
Implementing Organization	Literacy Alberni Society
Language of Instruction	English
Funding	Ministry of Advanced Education (British Columbia); Immigration, Refugees and Citizenship Canada (federal); Ministry of Jobs, Tourism and Skills Training (British Columbia); Canada Summer Jobs (federal); New Horizons for Seniors (federal); Ministry of Education (British Columbia); Coastal Community Credit Union; RBC Royal Bank (national bank); First Book Canada (national free book distributor); ICE Books (national free book distributor); and Post Media for Raise-a-Reader fundraising.
Programme Partners	same as above.
Annual Programme Costs	CA \$300,000 (US \$207,000)
Date of Inception	2004

Country Context

Canada is the second largest country in the world with a population of roughly 36 million people. Due to its vast wealth in natural resources, the national economy has been heavily dependent on commodities as a main driver of growth, which has allowed the country to commit to developing a comprehensive education system for its citizens.

Canada's education system is among the best-established systems in the world. In 2012, 53 per cent of Canadian adults held a tertiary qualification, the highest proportion in any country in the Organisation for Economic Co-operation and Development (the OECD average is 32 per cent). Furthermore, the country's tertiary attainment rate among 25–34 year olds ranked third at 57 per cent. Canada has also successfully established some of the most advanced technical and vocational institutions in the world. According to the OECD, Canada ranks first in this category (college/vocational degree) among developed countries, and has the seventh highest proportion of adults with a university degree. Despite these significant educational achievements, there are many areas across the country that score significantly below the national average in terms of literacy skills and basic qualifications. More specifically, rural areas, small towns and areas highly populated by communities with aboriginal and immigrant backgrounds tend to have low literacy skills levels and high rates of poverty.

The OECD's 2012 *Survey of Adult Skills* indicated that 11 per cent of 25–34 year olds had a literacy proficiency level of 0/1 (the lowest level for literacy skills test scores). Moreover, the proportion of the population (25–64 year olds) recorded at the same proficiency level (0/1) reached 53 per cent among those who did not complete upper secondary education, and 18 per cent among those with only upper secondary or post-secondary non-tertiary education. These figures are significantly higher than the recorded OECD averages (39 per cent and 15 per cent, respectively).



Programme Overview

Although British Columbia (BC) has, overall, one of the highest literacy levels in the country, the literacy level of Port Alberni, a small city located in the heart of Vancouver Island, is notably low, at 41 per cent (The Alberni Valley Community Foundation, 2015). Port Alberni is extremely isolated, geographically. Currently, only one road connects the city to the rest of the island. The Alberni Valley, where the city is located, is home to three Nuuchahnulth first nations: Tseshah, Hupacasath and Huu-ay-aht. The population of Port Alberni is just over 18,000, of which aboriginal people comprise 13.3 per cent (ibid.). However, there is only one high school in the city to meet the academic demands of the youth population. The local graduation rate – 74.3 per cent in 2015 – is considerably lower than the provincial average of 83.7 per cent (ibid.). Students with aboriginal backgrounds fare particularly badly here. Port Alberni's aboriginal high school completion rate is 41.7 per cent, compared with the provincial aboriginal high school completion rate of 61.8 per cent (ibid.). Literacy Alberni Society (LAS) was established in 2004 to address these challenges, by raising literacy levels and closing the gap with the rest of the province.

Literacy Alberni Society is a non-profit society focused on the provision of free adult education programmes and supporting those with literacy needs in the Alberni Valley. LAS offers adult courses focused on reading, writing, numeracy, nutrition, computer skills, financial skills, civic engagement, family learning, English for speakers of other languages (ESOL) and employment readiness.



Programme Implementation



Literacy Alberni Society employs two full-time staff (an executive director and an assistant) to oversee daily operations, and one part-time staff member (a programme coordinator for the fee-for-service social enterprise, Klitsa Tutoring, which operates from the learning centre on weekday evenings). LAS strongly depends on volunteers in fulfilling its mission. Currently, there are thirty-five volunteers who teach, develop curricula, plan field trips, advocate for clients, offer technical support and contribute to LAS in various other ways.

With the exception of a small number of programmes, most LAS courses are taught at the learning centre in Port Alberni. The centre includes a lending library, which the community can use. LAS also has free books on-site, provided through its partners, First Book Canada and ICE Books Canada.

Currently, there are no accreditation mechanisms at LAS. However, in cooperation with North Island College (NIC), LAS offers adult basic education accreditation through its facilities. In addition, LAS has partnered with School District 70 for the purpose of assisting adult secondary school drop-outs to complete their high school diplomas.

Between 2004 and 2015, the programme engaged as many as 10,000 participants. On average, the annual number of LAS participants is over 1,500.

LAS believes it is vital for adults to hone various skills to ensure their own personal development. It has developed a programme that focuses on a range of areas to fulfil this goal. The different components are described in the paragraphs below. Courses vary in duration and size. However, on average, LAS programmes last for three months. The average classroom size for the programmes is between 13 and 15 participants, though one-to-one tutorials tailored to the needs of individual learners are also offered. The components are stand-alone, meaning that participants might enrol in one, two or more courses according to their educational and life needs.

Methodologies and Approaches

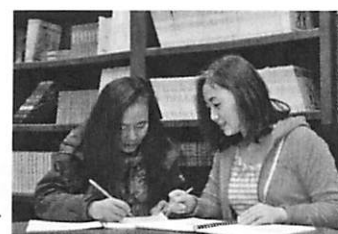
LAS has used on a wide array of teaching methods to improve the quality of the services it provides. This has included the promotion of the use of technology in classrooms. Instructors and learners use tablets, computers, smartphones and projectors to facilitate lessons. This approach enhances the learner's experience, because it allows them to develop technological skills alongside basic literacies.

In addition, LAS offers regular field trips for participants, during which they can apply what they have learned in real-life situations. Through contextual learning, students become much more confident in using the new skills they have obtained. Leslie Wright, a retired volunteer teacher who has contributed her time and effort to the development of LAS, received a National Recognition Award for the innovative curriculum she developed for new immigrant residents in Port Alberni. Her course involves bi-weekly day-trips around Port Alberni and the surrounding region to introduce new residents to the area. It has predominantly engaged adult female participants in developing English skills and learning more about their new community and culture. This course, as is the case for all ESOL courses at LAS, relies on language immersion and communicative language teaching as the main approaches of the programme.

Community Adult Literacy Programme (CALP)

CALP is a one-on-one tutoring programme that aims to assist adults (18 years and above) to improve literacy and basic literacy skills, i.e. reading, writing, numeracy, social and financial skills and parenting. Upon registration, each learner is assessed using a federally recognized benchmarking assessment tool (as described under Learning Assessment, Monitoring and Evaluation). CALP also offers courses to improve technological skills, including the use of tablets and computers. Although these courses are available to the general public, they are predominantly attended by older people seeking to enhance their technological skills.

Immigration, Refugee and Citizenship Canada Settlement and Orientation Programme (IRCC)



IRCC offers several courses aimed at new residents in Port Alberni who lack basic English skills. These courses orientate learners to the community and country through welcoming workshops, guest lectures and advocacy. IRCC funding also supports ESOL classes and one-on-one tutorials, citizenship examination preparation classes, and driver's license examination preparation classes intended to disentangle and simplify the complex vocabulary in British Columbia's driver's instruction test book and manual.

First Book Canada Free Book Programme

LAS envisages a community that is rich in books. With this vision in mind, LAS has partnered with First Book Canada in Toronto to ensure that all households in the Alberni Valley possess books. Thus far, LAS has donated more than 14,000 new books to the community through public events (such as the Canada Day parade, the fall fair, Halloween, Christmas, spring break and Family Literacy Day). LAS also provides free books for children through its breakfast programme and the local Feed-and-Read programme. These are a 100 per cent volunteer-driven efforts to provide a healthy breakfast for hungry children before school begins each day, with volunteers reading books to the children while they eat.



Little Libraries Programme

In tandem with the Free Book programme that has grown in popularity over the past three years, LAS recently launched the Alberni Valley and West Coast of Vancouver Island's first ever Little Libraries Programme. Twenty-six Little Libraries were established in the community during Literacy Month in September 2015. Twenty-three of these are in Port Alberni, and one is in Qualicum Beach. The remaining two are located in isolated first-nation communities. In one of these communities, where the Nuu-chah-nulth Opitasaht group lives, it is the first library of any kind to be established. It was an overnight hit, and LAS has already replenished the library five-fold to meet the high demand.



Nutritional Literacy Programme

LAS offers various nutrition programmes that target different groups. In addition to the immediate goal of providing information on nutrition and healthy food choices, these courses are part of LAS's strategy to support the strengthening of literacy skills in a fun and interactive environment. An example is the 'Gourmet Cooking in a Skillet' course that includes a meal-planning session and grocery shopping, specifically geared towards the city's most marginalized groups. Participants are often drawn from the Vancouver Island Health Authority or Alberni Community and Women's Services (a local organization that advocates for women's and aboriginal people's rights). Many have been without a stable living situation for an extended period. Each week, the course offers twenty adults the opportunity to shop and prepare nutritious meals to bring back to their families. CALP also offers an ESOL cooking class, which caters to the needs of new residents lacking English skills.

Parents as Literacy Supports (PALS)

With the provincially developed PALS programme, established by Decoda Literacy Solutions (Decoda) in Vancouver, LAS shifted part of its focus to young children and their caregivers at home. PALS offers workshops for parents, grandparents, foster parents and other caregivers to learn and utilize games and other activities to support their children's emergent and existing literacy skills. These programmes are offered in a supportive and non-judgemental environment, with a focus on reading, writing and numeracy, and social, technological and nutritional skills.

Klitsa Tutoring Fee-for-Service Tutoring Programme for School-Aged Children

Klitsa ('snow covered' in Nuuchahnulth, in honour of the fjord that connects Port Alberni to the Pacific Ocean and Mount Arrowsmith) Tutoring aims to improve the literacy levels of school-aged children by offering a fee-for-service programme. During the classes, learners are assisted with core subjects, homework, time management and exam preparation. The fee is CA \$35 (approximately US \$26.70) per hour which, according to data provided by LAS, is considerably lower than market prices in the area. Families that cannot afford the fee, such as families from first-nation groups, can apply for subsidy funding, for example through the tribal councils with which LAS has strong established partnerships. The programme developed out of necessity, as none of the existing programmes addressed the literacy needs of children directly. In the four years that Klitsa Tutoring has been operational, more than 8,000 contact hours have been logged between tutors and learners.



Other Programmes

LAS offers other educational programmes, including Teach Buddies iPad (an intergenerational educational programme that helps senior citizens learn how to use new technologies by pairing them with local Grade 3/4 students), and a new financial skills class started in 2015 that focuses on developing financial management skills. Moreover, LAS is working on establishing a financial skills curriculum that addresses the needs of aboriginal peoples, in partnership with North Island College. The partnership enables LAS to offer North Island College (NIC) adult basic education classes for people wishing to study under a certified college instructor and to obtain accreditation for the course on successful completion.

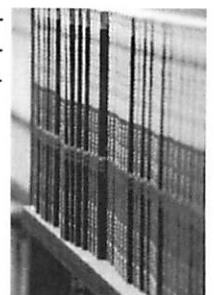
Programme Material

LAS's curricula are designed and modified by LAS staff, volunteer teachers and advisers from North Island College, School District 70 and Decoda. The latter is a provincial body which oversees and distributes funding to literacy programmes and centres throughout British Columbia. In addition, LAS utilizes material that is available online for the purposes of its programmes. LAS has used various teaching tools, curricula and materials to deliver programmes. With regards to the fee-for-service tutoring programme (Klitsa Tutoring), the curriculum is intended to complement the local public school district's standard curriculum.

Furthermore, LAS buys, uses and distributes Canada-centred adult basic education resources produced by Grass Roots Press, a division of Literacy Services of Canada Ltd.. LAS also incorporates British and American resources in its ESOL programmes. The family literacy programme is delivered via Decoda's PALS programme. For financial skills courses, LAS uses Canada's chartered professional accountancy financial literacy curriculum to cover the subject's most important concepts.

The Canadian Diabetes Association has its own curriculum and recipe books that LAS has adopted for the 'nutritional literacy' classes it offers in partnership with the CDA. In promoting a more interactive learning environment, LAS encourages ESOL 'nutritional literacy' class participants to share recipes from their culture.

In promoting technological skills, LAS has developed a two-level curriculum, which was designed by Canada World Youth volunteers and LAS staff. The curriculum books, offering instruction at Level 1 and Level 2, are updated regularly to reflect the constant changes in technology and operating systems.





Learners: Enrolment and Assessment of Learning Needs

LAS relies on advocacy and word of mouth in promoting its literacy programmes. Its staff, facilitators and volunteers organize events at which they hand out books to local residents. This increases brand recognition in the city, promotes the organization's goals, and attracts individuals to improve their literacy skills (learners' enrolment) or volunteer their time for the cause (recruitment of facilitators).

As a student-focused learning centre, LAS also develops individual curricula for each student by assessing their entry level through interviews and placement tests, and encouraging them to enrol in one or more programmes, according to their educational needs. Following this development, LAS matches instructors and learners to ensure an effective and compatible relationship that maximises learning opportunities and makes participants feel comfortable.

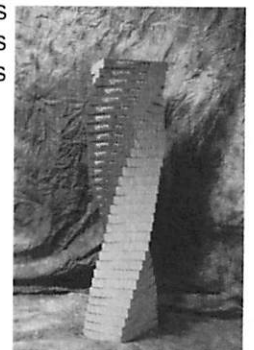
LAS attracts learners from many different language, cultural and socio-economic backgrounds. LAS's ESOL learners are currently drawn from 24 countries and some come from the Canadian province of Quebec, where French is the language most commonly spoken. Literacy Alberni's learners range in age from 18 to 80 years, and have a range of different backgrounds, from current students and school drop-outs, to doctors and stay-at-home parents.

Facilitators and Instructors

Group classes and one-on-one tutorials are delivered by British Columbia-certified retired volunteer teachers, qualified volunteers, contracted instructors and ESOL-certified instructors. LAS's executive director oversees outreach, which is delivered by certified public school teachers, and volunteers. Prior to becoming LAS volunteers, applicants must sit an intensive one-hour assessment that evaluates their individual motivations. LAS also runs a mandatory Royal Canadian Mounted Police criminal background check, as well as requiring three professional and personal references. Following this process, volunteers must attend a three-day training workshop before starting instruction.

Compensation for teachers and tutors varies from CA \$22.50 to CA \$45 per hour (US \$16.60 to US \$33.20), depending on subject matter and location of the programme. All BC-certified teachers who working on the Klitsa Tutoring programme receive CA \$25 per hour. However, most of the programme's instructors and volunteers are unpaid.

In ensuring the continued growth of LAS, the centre offers three-day intensive tutor training sessions twice a year, along with year-round workshops. The tutor training sessions focus on basic adult literacy and ESOL teaching techniques and strategies, as well as the best places online to obtain supporting resource materials to use in class. The training sessions include roundtable discussions and workshops at which tutors can share useful tips and discuss recurring obstacles together. In addition, LAS provides tutors with supplementary manuals to guide them with CALP and ESOL programmes. There is also a resource library at the LAS learning centre, through which volunteers can access supplementary materials, resources, and games.



Learning Assessment, Monitoring and Evaluation

Through interviews and careful documentation, LAS has established a monitoring process. For each literacy programme and level, it has designed and incorporated a standardized interview and questionnaire in which participants share their analyses, feedback and suggestions regarding their experience and curricula.

Individual Education Plan

LAS has developed assessment tools to evaluate students' rate of progress, and to cater to their specific academic needs in ensuring personal growth. Personal goals and benchmarks are specific to each individual's learning approach and capability. LAS utilizes informal evaluation methodology to establish learner progress and comfort throughout the year, and formal assessment tools to benchmark an achieved level and progress.

Formally, LAS uses the Diagnostic Adult Literacy Assessment (DALA) tool – an online resource available from <http://www.grassrootsbooks.net/ca/special/diagnostic-adult-literacy-assessment-for-beginning-readers-dala.html>– to assess learners' literacy skills. LAS also uses the Canadian Adult Reading Assessment (CARA) tool to assess progress for those learners who enter the programme with more advanced literacy skills. ESOL learners are benchmarked using the federally designed and recognized Canadian language benchmarking system.

Impact and Achievements

LAS has grown from a small, two-person operation to one that serves the entire city of Port Alberni. Since its inception, the programme has helped thousands of adults reach their personal goals in various ways.

Literacy Alberni's efforts have been recognized, nationally and internationally, with the organization receiving honourable mention, from ABC Life Literacy, for its exceptional literacy work in September 2015. The award acknowledged the work of LAS in welcoming immigrants into the community through literacy courses. Leslie Wright's course, 'Conversation and Community – Out and About with Leslie', was awarded a CA \$5,000 grant in recognition of its simplicity, creativity and impact on society. In October 2015, the American Library of Congress Literacy Awards programme recognized the success of LAS in its annual *Best Practices* publication. Finally, in November 2015, LAS was nominated and shortlisted for the Welcome British Columbia Multicultural Awards.

My experience at Literacy [Alberni Society] has been wonderful because Literacy gave me a great opportunity to have new friends, and, more importantly, study English. After a year I felt more comfortable and independent. It has helped me a lot with understanding how life is in this country, and made me [feel] welcome. I will never forget how the people at Literacy Alberni [Society] received me. A Literacy Alberni student.



Lessons Learned

LAS believes that its success is dependent on the impact of the organization on its immediate community and the overall economy, and on the demand for personal development continuing to grow. Its mission, it recognizes, must be to help individuals develop their skills in becoming contributing members of society. As a result, LAS views itself as a tool that facilitates personal development to help individuals strive for their full potential. However, in such an interactive model, learning is not limited to the learners, but rather applies to all participants, including facilitators and volunteers who take an active role in the programme.

Many older people volunteer their skills to contribute to the work of LAS. Volunteering is a valuable exercise for many people who are elderly and lonely. Volunteering can give people a sense of purpose and direction. Volunteers develop new relationships and use their time more effectively in benefiting wider society. Lifelong learning is a two-way street. In collaboration, facilitators and learners are continuously sharing knowledge through active communication. This is fundamental to the LAS approach and must be prevalent in all areas of its programmes and organizations to ensure success and sustainability.

Challenges

As a non-profit organization, fundraising is an obvious challenge that requires much time and dedication. LAS has relied on the vision and generosity of its partners, sponsors, donors and a number of government bodies in garnering the financial and political support necessary to meet this challenge. However, financial support is often unpredictable and unstable. It is vital that the organization stays the course and searches for new funding opportunities so that it is prepared for any unexpected challenges it meets along the way.

Furthermore, given that many of the facilitators and volunteers are unpaid, high retention rates for these groups are hard to maintain. Clearly, this goes hand in hand with the financial challenge, as they are interdependent. Although LAS would like to continue its current relationship with volunteers, the organization hopes also to increase the number of paid staff, and reduce its dependence on volunteers as primary facilitators of programmes.

The task of recruiting learners can be difficult because of the fear some people have that participating in the programmes will make them look vulnerable. LAS hosts social events to which they invite the public at large, as well as partners and families of LAS clients and learners. These gatherings give the organization the opportunity to gently welcome and get to know people who might otherwise be wary of making public their learning needs.



Sustainability

The LAS annual budget has varied from year to year, due to insecurities and unstable factors in government spending. In 2011, LAS was a prominent advocate for the reinstatement of literacy outreach coordination funding in British Columbia. LAS lobbied on behalf of grassroots literacy organisations, and exercised its democratic right to make their voices heard.

LAS has sustained its operations financially through various fundraising mechanisms, including federal and provincial grants, sponsorship and private/individual donors. Additionally, LAS has established two contributory social enterprises that not only engage the community, but help keep its core adult literacy programmes functioning: the fee-based Klitsa Tutoring Programme and the Computer Refurbishment Programme. The latter, apart from increasing local access to computers, had proved to be a source of additional financial support. LAS receives used computers, refurbishes them with the help of skilled and tech-savvy volunteers, and then resells them to the general public for CA \$75. To date, LAS has sold nearly 400 computers. The proceeds have supported the provision of educational opportunities, with between five and ten computers donated annually since the programme's inception.

Sources

OECD (Organisation for Economic Co-operation and Development). 2014. Education at a Glance 2014: OECD Indicators. Paris : OECD Publishing (Accessed: 17 February 2016.)

Statistics Canada. 2011. Census in Brief. Aboriginal languages in Canada. (Accessed 29 February 2016.)

The Alberni Valley Community Foundation. 2015. 2015 Alberni Valley's Vital Signs. Port Alberni, BC: The Alberni Valley Community Foundation. (Accessed 17 February 2016.)

Contact

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info@literacyalberni.ca
www.literacyalberni.ca



Last update: 20 June 2016





January 29, 2017

Alberni-Clayoquot Regional District
Port Alberni, BC

RE: Carving on the Edge Festival Request for GRANT-IN-AID

NAME: CARVING ON THE EDGE FESTIVAL SOCIETY

PO Box 796, Tofino, BC V0R 2Z0

Contact: Norma Dryden 250-726-5230

Email: carvingfest@gmail.com Website: carvingedgefestival.com

Grant Request: \$2500

1. & 2. Non-profit YES Registration BC Society # S-0060408

3. 2017 Festival Dates: September 7-13, 2016

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

2017 marks the 8th festival of Carving on the Edge.

The focused scope of the annual Carving on the Edge Festival, held in Tofino, encompasses carvers and participants from the Alberni-Clayoquot Regional District. This is a unique festival that brings carvers with their families and friends. The carvers teach workshops and share their skills, while representing their homes. The purposes of the festival are to:

- **1** : Educate and increase the general public's understanding and appreciation of the traditional and contemporary coastal carving arts of British Columbia, by producing an annual carving festival which will feature exhibits; workshops; lectures; demonstrations; films; children's activities; and other complementary events.
- **2** : Create opportunities for cultural and artistic communications and exchanges amongst our carving communities and with the general public.
- **3** : Present educational seminars and workshops that teach history, and artistic accomplishments of traditional and contemporary west coast carving for general public, youth and emerging carving artists, aiming to raise the standards of cultural achievement.
- **4** : Enhance appreciation of the importance and stature of traditional carving arts of First Nations and Aboriginal peoples by showcasing their rich cultural heritage.
- **5** : Develop a bursary program that enables the Society to award bursaries to young carvers that show a strong interest and aptitude for the art form.

4. Regions that benefit the Carving Festival: We have participants from all the villages & towns & areas of the Regional District:

Entire Regional District

5. How the festival fills a need: This is a unique festival that helps build cultural bridges and understandings within our communities and for the visitors to the region. It also broadens the carving community by creating opportunities for economic and cultural economies. It helps inspire the use of local arts in many aspects of the community and events. For example: The 2015 festival's Artist-in-Residence, Gordon Dick from Port Alberni, carved a 12 foot cedar panel at the festival, in public view, titled 'Teaching Foresight' which is now displayed permanently in Port Alberni Gaiga Park as a public art piece.

6. OTHER GRANT APPLICATIONS REQUESTED FOR 2017:

- Canadian Heritage Community Festivals
- BC Art Council Local Festival
- District of Tofino Arts & Culture Grant
- Clayoquot Biosphere Trust

7. NO previous requests

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

Carving on the Edge Festival Society Board of Directors:

Tim Paul, Port Alberni,

Marilyn Brewer, Victoria;

Joe David, Tla-p-qui-aht;

Gordon Dick, Port Alberni;

Joe Martin, Tla-o-qui-aht;

Christopher Roy, Salt Spring Island;

Norma Dryden, Tofino.

The Grant-in-Aid will be applied to support the regional Carvers' travel, food and accommodations, specifically those who come to the festival to teach and demonstrate.

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

Festival Project Details: The Carving on the Edge Festival 2017

The themes for this year will be “Elements in Balance” and will explore the cultural landscape of the coast’s carving community.

Pre-festival Event

**Carving Demonstrations for Families - Tofino’s Village Green,
September 3, 10am – 2pm, Free admission**

Three local carvers will be on site with carving projects in progress. Children and youth will have the opportunity to try carving tools under one-on-one supervision. In partnership with Tofino’s Parks and Recreation, this will be offered at the local Saturday market.

Main Festival Weekend: September 7-10, 2017

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

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

Traditional welcoming from the Tla-o-qui-aht First Nation often includes the sharing of song and story. This year, the festival opening will feature new work from four of the Youth Hosts from last year’s festival. They will each speak to their work and present a collaborative presentation. Festival organizers acknowledge the organizations and businesses who participate in supporting the festival. Artists participating in the Art Show will be in attendance. Food and refreshments are served.

Carving on the Edge Art Show

September 8-13, Open Daily from 10-5, Free admission

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

Featured parts of the year’s Art Show:

- **‘The Virtual Museum Project’ Multi-media installation**

A curated collection of photographs of Nuu-chah-nulth items currently being held in museum across the world. The installation connects local artists and culture keepers to the collections initiating discussion and cultural renewal.

- **New work by 4 young Nuu-chah-nulth Female Carvers**
- **Photographic Installation by Melody Charlie (cover photographer from last year’s poster)**

Workshops

September 8, 9 & 10, scheduled in slots between 10-5 daily

The workshop coordinator will be responsible for setting up scheduling and sign ups. For most of our workshop offerings we have decided to shift from offering free workshops to a subsidized suggested donation to ensure that participants are fully committed and engaged.

Volunteering in exchange for free workshop vouchers is also strongly encouraged to ensure accessibility for everyone who is keen to participate! Bursaries for young carvers who show that they are keen to learn will also be made available. We will be presenting **6 different workshops**. How many times each will be offered over the span of the weekend will be determined by sign ups and expressed interest.

Bentwood box workshop with Joe Martin

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

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

Relief printmaking with Dan Law

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

Tool Sharpening with Christen Dokk Smith

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

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

New workshop offerings:

- Manufacturing Carving Tools
- Carving small figures
- Rattle carving workshop

Open Carving Area

September 8-13, Open Daily from 10-5

Area where participating artists are invited to set up and work on current carving project. Encourages relationship building, cross-cultural bridging, and informal mentorship. Artists are also able to connect with the public promoting sales in the Carving on The Edge Art Show. This year we are developing the role of the Host Artist each day so that they are able to showcase more of their portfolio and skills. Some blocks of alder and other offcuts are made available for those in need. Carvers are responsible for bringing and maintaining their own tools. Coffee, tea and light snacks will be served for the carvers.

Traditional Dugout Canoe Tours with T'ashii Paddle School

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

Estimated participants: 60, Admission: By donation

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

Evening Programs

Shore Pier Events Building

Guest Artists Presentation

Friday September 8, 7pm

Nicholas Galanin – slideshow and presentation of past work. “Culture cannot be contained as it unfolds. My art enters this stream at many different points, looking backwards, looking forwards, generating its own sound and motion. I am inspired by generations of Tlingit & Unanga creativity and contribute to this wealthy conversation through active curiosity. There is no room in this exploration for the tired prescriptions of the "Indian Art World" and its institutions. Through creating I assert my freedom.”

Goota Ashoona – presentation of past work, and Inuit throat singing presentation. “We are very close as a family. We talk about the years at our outpost camp, our artwork, family history, and retaining and refining Inuit skills and lifestyle. I am passionate about our art family history. I am deeply committed to exploring, cataloguing, reworking and celebrating the lives, images and achievements of my parents, late grandmother and family.”

Artist Panel with Moderator

Saturday September 9, 7pm

Featuring a wide range of artists from different cultural backgrounds that create a wide range of carved work for private cultural purposes and/or for commercial sale. Each artist will be encouraged to share their personal journey and choices around what remains inside their communities and what is for sale.

Themes: Cultural Appropriation, the Commodification of Culture, Personal practice and healthy boundaries.

Participating artists: Nicholas Galanin, Goota Ashoona, other artists TBD

Artist and Volunteer Recognition Dinner

Sunday September 10, 6pm

Tin Wis Conference Centre

\$30 admission for the public, free for volunteers and artists

Tim Paul will be hosting the evening and making cultural presentations honoring the teachings and community roles that inspire and sustain the carving community.

A World Café style festival feedback exercise will also take place.

Master Carvers Session

Sunday September 10, 2-5pm

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

The program has not been set but ideas for professional development are:

- Portfolio Development
- Appropriate pricing to make the most of the marketplace
- Innovative community archiving projects
- Repatriation of Nuu-chah-nulth items



SIGNATURE OF APPLICANT

Date: January 30, 2017

Grant-in-Aid

Application Form

Name of Organization **BEAVER CREEK COMMUNITY CLUB**

Mailing Address: **8505 BEAVER CREEK ROAD, PORT ALBERNI, BC V9Y 8N6**

Contact Name: David Horst Phone Number: **250-723-7796**

Email Address: dmhorst@gmail.com

Grant Requested: **Grant Assistance X** In-Kind Assistance

Amount \$ **10,000.**_____ Details: _____

1. Is your organization non-profit? **YES**

2. Is your organization a registered non-profit society in BC **YES**

If yes, please provide your Society Registration Number: **__S0003778**_____

3. Please describe the services and benefits that your organization provides to the Alberni-

Clayoquot Region:

The Beaver Creek Community Club maintains and operates the Beaver Creek Community Hall. The Hall is wheel-chair accessible, has a large parking lot, seating capacity for 180 people and a large kitchen suitable for most events. The Hall is available for rent and is used on a regular basis for community events including meetings of the Farmer's Institute and the Beaufort APC.

We are currently in the process of building a new playground and restoring the surrounding playing fields.

Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| Entire Regional District | City of Port Alberni |
| District of Tofino | District of Ucluelet |
| Electoral Area "A" (Bamfield) | X Electoral Area "B" (Beaufort) |
| Electoral Area "C" (Long Beach) | Electoral Area "D" (Sproat Lake) |
| X Electoral Area "E" (Beaver Creek) | Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

The Beaver Creek Hall is currently well used by the community for weddings, dances, celebration of life and other family gatherings. It is the goal of the BC Community Club to rebuild the playground and basketball/tennis court and baseball/soccer field in order to provide more services for youth. We want to host sporting events, utilize our rugged terrain for mountain biking tracks, and provide a playground all in a safe and secure surrounding.

We have raised funds for the playground equipment but the grounds surrounding the Hall flood constantly so we need to install drainage and fencing as part of the preparation for installing playground equipment and playing fields.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

__ Toy Run \$1000. _____

7. Has your organization received a Grant-in-Aid in the past from the Regional District?

No. If yes, complete the following:

Year: _____ Amount: _____

Year: _____ Amount: _____

8. Please include with your application, copies of the following:

(a) Annual Report;

(b) A copy of your organizations current year budget and latest financial statement;

(c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

Corporate Secretary

Alberni-Clayoquot Regional District

3008 Fifth Avenue

The Deadline to Submit Grant-in-Aid Applications is January 31st of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required,

please call (250) 720-2700.

David Ford *January 31, 2017*

Signature of Applicant Date

For Office Use Only

Amount Awarded: Date Approved: Participating Areas:

Page 3

Beaver Creek Community Club
General Account December 2016

Opening Balance \$ 12,740.93

Income:

Rental (D.Galloway)	\$	50.00	
Hall Rental (S.Cowley)	\$	20.00	
Membership	\$	50.00	
Returned Cheque Reg. Services	\$	50.00	
Interest	\$	0.11	
		\$ 170.11	\$ 170.11
			\$ 12,911.04

Expenses:

Hydro Yard Light	\$	46.16	
Hydro Hall Lights	\$	106.45	
Chq # 83 Snow Removal	\$	266.70	
Chq #85 Hauling Chips (Playground)	\$	315.00	
Chq.# 84 Ditch Work	\$	577.50	
Shaw (Telephone)	\$	41.53	
Playground Account		\$ 2,184.73	
		\$ 3,538.07	\$ 3,538.07

General Account Balance Dec 31 1026 \$ 9,372.97

Playground Account Balance December 31 20 16 \$ 2,184.73

Bank Balance December 31 2016 \$ 11,557.70

Re: Request for funding for drainage and fencing of property surrounding Beaver Creek Hall.

① Estimate for drainage

NOTRE NUMÉRO / OUR NUMBER	657057
DATE	Jan 31 17
COMMANDE DU CLIENT / CUSTOMER'S ORDER	

VENDEUR À / SOLD TO	Beaver Cr. Community	LIVRÉ À / SHIP TO	Hornet Ex
ADRESSE / ADDRESS	Hall	ADRESSE / ADDRESS	730 1699
Estimate for Culverts			
email: dmhorst2@gmail.com			

N° D'ENR. DE TAXE TAX REG. NO.	VENDEUR SALESPERSON	FAB FOB	CONDITIONS TERMS	VIA
-----------------------------------	------------------------	------------	---------------------	-----

QUANTITÉ QUANTITY	DESCRIPTION	PRIX PRICE	MONTANT AMOUNT
-			
	Move Excavator to Hall		150.00
	place Culverts		300.00
	Back fill with Dirt-		500.00
	Haul Dirt on to Ditch 15 loads		1500.00
	at 100.00 per-		
	Culvert price delivery		2500.00
	plus price of culverts,		
	180 ft of "2" Foot Culvert-		
	plus Couplers		
	Labour-		400.00
			5350.00
			plus G.S.T. 5% 267.50
			TOTAL \$5617.50

② estimate for fencing of playground and playing field.

March 1, 2016

Fenceline Products Ltd

929 Church Rd Parksville BC V9P 2B8 Tel: 250-248-3122 or 1-800-804-5463 Email: fence@telus.net

Budget Quotation

Beaver Creek Community Hall
c/o David Horst

Phone: 723-7796
Fax:
Cell:
E-mail: dmhorst2@gmail.com

We are pleased to submit our budget quotation for chainlink fencing at the Beaver Creek Community Hall in Port Alberni as per your request.

(A) Regular Weight Pipe Framework

To supply & install 634 lineal feet of 48" high chainlink fence & two single swing chainlink gates as per specs below.

- 9 gauge 48" high galvanized chainlink mesh
- 1-5/8" od galvanized regular pipe top rail
- 1-7/8" od galvanized regular line posts
- 2-7/8" od galvanized regular end, corner & gate posts
- Two single swing chainlink gates approx. 3ft opening each c/w hardware
- Posts concreted in the ground

Price for material & installation: \$10,776.00. GST Extra.

(B) Schedule 40 Weight Pipe Framework

To supply & install 634 lineal feet of 48" high chainlink fence & two single swing chainlink gates as per specs below.

- 9 gauge 48" high galvanized chainlink mesh
- 1-5/8" od galvanized schedule 40 pipe top rail
- 1-7/8" od galvanized schedule 40 line posts
- 2-7/8" od galvanized schedule 40 end, corner & gate posts
- Two single swing chainlink gates approx. 3ft opening each c/w hardware
- Posts concreted in the ground

Price for material & installation: \$11,998.00. GST Extra.

Continued on page 2...

Grant-in-Aid Application Form



Name of Organization <i>Cherry Creek Community Recreation Commission</i>	
Mailing Address: <i>3720 Moore Road, Port Alberni, BC V94 8R5</i>	
Contact Name: <i>Deb Haggard - Director</i>	Phone Number: <i>250-724-1589</i>
Email Address: <i>debaggard@shaw.ca</i>	

Grant Requested: <i>\$30,000</i>	<input checked="" type="checkbox"/> Grant Assistance Amount \$ <i>20,000</i>	<input type="checkbox"/> In-Kind Assistance Details: _____
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1. Is your organization non-profit? yes no
2. Is your organization a registered non-profit society in BC? yes no

If yes, please provide your Society Registration Number: *S-0018580*

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot Region:
See attached

4. Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Entire Regional District | <input checked="" type="checkbox"/> City of Port Alberni |
| <input type="checkbox"/> District of Tofino | <input type="checkbox"/> District of Ucluelet |
| <input type="checkbox"/> Electoral Area "A" (Bamfield) | <input type="checkbox"/> Electoral Area "B" (Beaufort) |
| <input type="checkbox"/> Electoral Area "C" (Long Beach) | <input type="checkbox"/> Electoral Area "D" (Sproat Lake) |
| <input type="checkbox"/> Electoral Area "E" (Beaver Creek) | <input type="checkbox"/> Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

see attached

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

see attached

7. Has your organization received a Grant-in-Aid in the past from the Regional District?
 yes no If yes, complete the following:

Year: 2014 Amount: \$20,000
Year: 2015 Amount: \$20,000

8. Please include with your application, copies of the following:

- (a) **Annual Report;**
- (b) **A copy of your organizations current year budget and latest financial statement;**
- (c) **A brief report outlining what the Grant-in-Aid would be used for.**

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

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

The **Deadline** to Submit Grant-in-Aid Applications is **January 31st** of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required, please call (250) 720-2700.

[Signature]
Signature of Applicant

January 31, 2017
Date

For Office Use Only		
Amount Awarded:	Date Approved:	Participating Areas:

3. Please describe the services and benefits that your organization provides to the Alberni-Clayoquot:

Cherry Creek Community Recreation Commission sponsors an annual Halloween event for the community, complete with refreshments, a costume parade, prizes for each child, a bonfire and a fireworks display. We also coordinate and sponsor an annual "Christmas in the country" craft fair. We provide space for the many talented crafters and also organize the kitchen in order to provide lunch for the shoppers. This event is one of our primary fundraisers. In previous years, we have sponsored a Canada Day celebration that we will be foregoing this year due to the many events planned for the Canada 150 celebratory activities.

We have opened our doors and offer space to several youth groups including:

- Alberni District 4-H Council
- 2308 Army Cadets
- Girl Guides
- Sparks

Other groups that currently use or have used the Cherry Creek Community Hall include:

- Rock and Gem Club
- Alcoholics Anonymous
- SPCA for their annual fund raiser
- Kuu-Us Crisis Services
- Special Olympics
- Cherry Creek Waterworks District
- Cherry Creek Volunteer Firemen
- Co-ed Fitness Boot Camp
- Alberni Valley Kennel Club
- Yoga – including a class for seniors
- Polling station for provincial, federal, regional and school district elections

The community hall also provides rental facilities for such things as weddings, memorial teas, family reunions and family special occasions (birthdays, anniversaries and Christmas dinners).

We also maintain and provide services for a double tennis court and a large field that was previously used as a softball field. The field is often seen being used by dog owners walking and training their dogs. The field is also used for an annual Cherry Creek Volunteer Firemen's family weekend.

Our long term goals include refurbishing the tennis courts into pickle ball courts and establishing and erecting a large playground area with an array of playground equipment. The playground will be for the benefit of young families and their children and also for grandparents and their grandchildren.

We are in the process of establishing a preschool with a projected startup of September 2017. We are also currently in negotiations with a local Farmer's Market to operate out of the hall on Saturday's.

5. Please describe how the services provided by your organization fill a need in the community:

Cherry Creek Community Hall has been the heart of the Cherry Creek Community for over fifty years. With the closure of Cherry Creek School, this central facility has been needed more than ever for its residents. However, please note that the Cherry Creek Community Hall not only serves the residents of Cherry Creek, but all of the residents of the Alberni Clayoquot Regional District and the City of Port Alberni with its many special events and sponsorship of youth groups and community groups.

Cherry Creek Community Hall is a designated reception centre and is part of the Alberni Valley Emergency Program. The hall is located adjacent to the Cherry Creek Fire Hall and is available to assist in any kind of disaster. Cherry Creek Community Hall is set up to provide all reception needs including but not limited to registration, group lodging and feeding.

Cherry Creek Community Recreation Commission provides a space for many youth groups to hold their weekly meetings and annual events. It is also a facility that is available for non-profit organizations to hold fundraisers, meetings, banquets and annual general meetings.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

Cherry Creek Community Recreation Commission applied to the Gaming Policy and Enforcement Branch Licensing and Grants Division for a gaming grant to assist in operating costs. However, we were declined because our programs did not fit their eligibility criteria.

In 2016, we were able to leverage the \$20,000 received from the Alberni-Clayoquot Regional District and were successful in obtaining an additional \$20,000 from the Canada 150 Infrastructure grant funding. With your assistance, we now have a new roof over the entire hall area and have replaced the windows with more energy efficient windows, which also help in the curb appeal of the building.

8. (c) A brief report outlining what the Grant-in-Aid would be used for:

Cherry Creek Community Hall is over fifty years old. We are slowly updating and replacing our aging infrastructure. Our next project is to update our kitchen with new cupboard doors, hardware, laminate countertop and new lighting. The kitchen will also be painted to enhance the new décor. This will make the kitchen more appealing and

serviceable to large banquets, dinners and catering services. This will greatly enhance our ability to rent the hall for special events and large rentals for such things as weddings.

We are requesting a one-time grant-in-aid in the amount of \$20,000 to cover the cost to refurbish the kitchen. We have received a quote from a local contractor who is also willing to donate some volunteer hours to the project. The volunteer board will also donate volunteer hours as their in-kind contribution to the project.

With the loss of our gaming license, we struggle to meet the operating costs. Operating costs include, telephone, hydro, insurance, general hall maintenance and janitorial services. Cherry Creek Community Recreation Commission is working very hard towards achieving sustainability. Our goal is to have sufficient rental income and fundraising efforts in order to cover the annual operating costs. In order to achieve this goal, we are actively marketing and promoting hall rentals through a variety of avenues in order to increase our rental income.

Cherry Creek Community Recreation Commission is run by a board that volunteers many hours in order to continue offering community services and to sponsor our youth groups and non-profit organizations. We have spent countless volunteer hours on the maintenance of Cherry Creek Hall. We continue to do smaller capital repairs as funds become available. However, we do not have any funds to cover leasehold improvements.

Thank you for your consideration in this matter.



REQUEST FOR DECISION

To: Committee of the Whole
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: February 8, 2017
Subject: Grant-in-Aid – McLean's Mill

Recommendation:

THAT the Committee of the Whole recommend that the McLean's Mill grant-in-aid be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

Background:

The contribution for McLean's Mill is proposed at the maximum allowable, according to the bylaw, of \$30,000 less a \$100 administration fee. In 2016 the City of Port Alberni formed the McLean Mill Society to operate the mill. The grant will continue to flow through the City of Port Alberni as per direction from the City's Chief Administrative Officer.

Financial:

The residential tax rate has for 2017 is \$0.017 per \$1,000 of assessed value.

Policy or Legislation:

This grant-in-aid was established in 1992 with Bylaw 777.

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

Approved by: _____
Russell Dyson, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 2017-2021 FINANCIAL PLAN
 GRANT-IN-AID MCLEAN MILL
 PARTICIPANTS: ELECTORAL AREAS 'B', 'D', 'E', and 'F'

Line	History		Budget					Line
	2016 ACTUAL	2016 PLAN	2017	2018	2019	2020	2021	
REVENUE								
1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1
	Surplus (deficit) from prior years							
2	30,000	30,000	30,000	30,000	30,000	30,000	30,000	2
	Tax requisition							
3	-	-	-	-	-	-	-	3
	Grant in lieu of taxes							
4	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	4
	TOTAL REVENUE							
EXPENDITURES								
5	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	5
	Administrative charge							
6	29,900	29,900	29,900	29,900	29,900	29,900	29,900	6
	Grant-in-aid McLean Mill							
7	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	7
	TOTAL EXPENDITURES							
8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8
	FINANCIAL PLAN BALANCE							
9	-	-	-	-	-	-	-	9
	Deduct: Surplus from previous year							
10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10
	ANNUAL SURPLUS/(DEFICIT)							
	(for Financial Reporting purposes)							



REQUEST FOR DECISION

To: Committee of the Whole
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: February 8, 2017
Subject: Grant-in-Aid – Economic Development

Recommendation:

THAT the Committee of the Whole recommend that the Economic Development grant-in-aid to the City of Port Alberni be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

Background:

The Alberni-Clayoquot Regional District provides an annual grant-in-aid to the City of Port Alberni for economic development services. Pat Deakin, Economic Development Officer, City of Port Alberni presented to the Committee of the Whole on January 25, 2017 and his current focus includes:

- Alberni Valley Regional Airport Development
- Alberni Valley Agriculture Show
- Tourism including coordination with both Tofino and Ucluelet tourism
- Transportation Committee support
- Innovation Island Workshop

The proposed budget is based on the funding provided in the prior year with the exception of the District of Tofino who has advised that they will not be participating in 2017.

Financial:

Paid for by the grant-in-aid participants as outlined on the attached draft financial plan.

Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance

Approved by: _____

Russell Dyson, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 2017-2021 FINANCIAL PLAN
 GRANT-IN-AID ECONOMIC DEVELOPMENT
 PARTICIPANTS: TOFINO, Ucluelet, ELECTORAL AREAS 'A', 'B', 'C', 'D', 'E', and 'F'

Line	History			Budget					Line
	2016 ACTUAL	2016 PLAN		2017	2018	2019	2020	2021	
REVENUE									
1	\$ -	\$ -	Surplus (deficit) from prior years	\$ -	\$ -	\$ -	\$ -	\$ -	1
2	28,833	28,833	Tax requisition	23,833	-	-	-	-	2
3	\$ 28,833	\$ 28,833	TOTAL REVENUE	\$ 23,833	\$ -	\$ -	\$ -	\$ -	3
EXPENDITURES									
4	\$ -	\$ -	Administration charge	\$ -	\$ -	\$ -	\$ -	\$ -	4
5	5,000	5,000	Contribution from the District of Tofino	-	-	-	-	-	5
6	1,000	1,000	Contribution from the District of Ucluelet	1,000	-	-	-	-	6
7	2,500	2,500	Contribution from Area A - Bamfield	2,500	-	-	-	-	7
8	2,000	2,000	Contribution from Area B - Beaufort	2,000	-	-	-	-	8
9	1,000	1,000	Contribution from Area C - Long Beach	1,000	-	-	-	-	9
10	6,000	6,000	Contribution from Area D - Sproat Lake	6,000	-	-	-	-	10
11	6,000	6,000	Contribution from Area E - Beaver Creek	6,000	-	-	-	-	11
12	5,333	5,333	Contribution from Area F - Cherry Creek	5,333	-	-	-	-	12
13	\$ 28,833	\$ 28,833	TOTAL EXPENDITURES	\$ 23,833	\$ -	\$ -	\$ -	\$ -	13
14	\$ -	\$ -	FINANCIAL PLAN BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	14
15	-	-	Deduct: Surplus from previous year	-	-	-	-	-	15
16	\$ -	\$ -	ANNUAL SURPLUS/(DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	16



REQUEST FOR DECISION

To: Committee of the Whole
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: February 8, 2017
Subject: Grant-in-Aid – Island Corridor Foundation (ICF)

Recommendation:

THAT the Committee of the Whole recommend the Grant-in-Aid Island Corridor Foundation draft budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

Summary:

The Island Corridor Foundation has a vision of restoring rail service on Vancouver Island by upgrading the infrastructure with support of the local Regional Districts as well as significant funding from grants. The project has been in the works since 2013 but they are still not ready to proceed. It is recommended that the Regional District not fund the second half of our contribution until the project is set to proceed.

Background:

In 2013 the Board of Directors approved the following motion:

THAT Alberni-Clayoquot Regional District approve a one-time grant-in-aid to the Island Corridor Foundation in the amount of \$89,853.00 over a two year period between 2013 and 2014 with the City of Port Alberni, the District of Ucluelet, Electoral Area "A" (Bamfield), Electoral Area "D" (Sproat Lake), Electoral Area "E" (Beaver Creek), and Electoral Area "F" (Cherry Creek) participating in the grant in aid subject to the following:

- a. Exploring alternative funding sources in lieu of property taxes and in the event alternate funds become available, the ACRD be reimbursed by the Island Corridor Foundation;*
- b. The commitment of the Island Corridor Foundation partners to their share of the current contribution; and*
- c. Commitment by the Island Corridor Foundation and other regional partners to submit a budget and plan for the Alberni Sub within 30 months with a letter from the Island Corridor Foundation Board confirming the next upgrade is the Alberni sub.*


Time Requirements – Staff & Elected Officials:

Elected officials and staff continue to correspond and meet with the Island Corridor Foundation to support this initiative.

Options Considered:

If the Directors would like the other half of the grant to be funded in 2017 the following motion would be required:

THAT Alberni-Clayoquot Regional District requisition the second half of the one-time grant-in-aid to the Island Corridor Foundation in the amount of \$44,924.00 with the City of Port Alberni, the District of Ucluelet, Electoral Area "A" (Bamfield), Electoral Area "D" (Sproat Lake), Electoral Area "E" (Beaver Creek), and Electoral Area "F" (Cherry Creek) participating in the grant in aid.

Submitted by: 

Teri Fong, CPA, CGA, Manager of Finance

Approved by: 

Russell Dyson, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 2017-2021 FINANCIAL PLAN
 GRANT-IN-AID ISLAND CORRIDOR FOUNDATION
 PARTICIPANTS: PORT ALBERNI, UCLUELET, ELECTORAL AREAS 'A', 'D', 'E', and 'F'

Line	History			Budget					Line
	2016 ACTUAL	2016 PLAN		2017	2018	2019	2020	2021	
REVENUE									
1	\$ 44,929	\$ 44,929	Surplus (deficit) from prior years	\$ 44,929	\$ -	\$ -	\$ -	\$ -	1
2	-	-	Tax requisition	-	44,924	-	-	-	2
3	-	-	Grant in lieu of taxes	-	-	-	-	-	3
4	<u>\$ 44,929</u>	<u>\$ 44,929</u>	TOTAL REVENUE	<u>\$ 44,929</u>	<u>\$ 44,924</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	4
EXPENDITURES									
5	\$ -	\$ -	Administration charge	\$ -	\$ -	\$ -	\$ -	\$ -	5
6	-	22,711	Contribution from the City of Port Alberni	22,711	22,710	-	-	-	6
7	-	5,498	Contribution from the District of Ucluelet	5,498	5,497	-	-	-	7
8	-	2,732	Contribution from Area A - Bamfield	2,732	2,732	-	-	-	8
9	-	7,423	Contribution from Area D - Sproat Lake	7,423	7,422	-	-	-	9
10	-	3,126	Contribution from Area E - Beaver Creek	3,126	3,125	-	-	-	10
11	-	3,439	Contribution from Area F - Cherry Creek	3,439	3,438	-	-	-	11
12	<u>\$ -</u>	<u>\$ 44,929</u>	TOTAL EXPENDITURES	<u>\$ 44,929</u>	<u>\$ 44,924</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	12
13	\$ 44,929	\$ -	FINANCIAL PLAN BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	13
14	44,929	44,929	Deduct: Surplus from previous year	44,929	-	-	-	-	14
15	<u>\$ -</u>	<u>-\$ 44,929</u>	ANNUAL SURPLUS/(DEFICIT)	<u>-\$ 44,929</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	15