



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, AUGUST 24, 2016, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – July 27, 2016.	8-22
<i>THAT the minutes of the Board of Directors meeting held on July 27, 2016 be adopted.</i>	
b. Personnel Committee Meeting – July 27, 2016.	23-24
<i>THAT the minutes of the Personnel Committee meeting held on July 27, 2016 be adopted.</i>	
c. Bamfield Water Committee Meeting – August 16, 2016.	25-27
<i>THAT the minutes of the Bamfield Water Committee meeting held on August 16, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Shelli Lyle, Administrative Assistant, 5 Years of Service; Brenda Sauve, Accounting Clerk, 5 Years of Service.	
b. Madison Redman, Ross Johnson, Sproat Lake Marine Patrol Year End Report.	
c. Ken Sander, Alberni Golf Club Tax Exemption Request.	28-29

- d. **Island Coastal Economic Trust (ICET), Denise Regnier, Project and Corporate Administrator regarding an Update on the Work Completed in the Region.**

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR SPONSORSHIP** **30-32**
Alberni Valley Chamber of Commerce, Bill Collette, Executive Director – Chairperson – Tri-Conic Challenge Committee, August 2016, request for sponsorship of the Tri-Conic Challenge from the Alberni-Clayoquot Regional District.

(Board Direction Requested)

- b. **REQUEST FOR SUPPORT** **33-34**
BC Transit, Gina Curran, Senior Regional Transit Manager, June 3, 2016, regarding a request for approval of Transit Term Extension.

Possible Motion:

THAT the Board of Directors supports BC Transit in its discussions with the transit operating company surrounding the option of granting a three-year extension to their current contract.

- c. **REQUEST FOR SUPPORT** **35-36**
Port Alberni Shelter Society, John Douglas, Special Projects, August 15, 2016, regarding a letter of support to seek funding streams for an Event Team.

Possible Motion:

THAT the Board of Directors send a Letter of Support to the Port Alberni Shelter Society to seek funding streams for an Event Team.

7. CORRESPONDENCE FOR INFORMATION

- a. **ASSOCIATION OF VANCOUVER ISLAND COASTAL COMMUNITIES (AVICC)** **37-44**
Member Update – Forest Enhancement Project Input; Social Procurement working group; Clear Seas Drift Society Participation
- b. **UBCM**
 - i) Economic Development in BC Survey Results **45-47**
 - ii) Gas Tax Agreement Community Works Fund Payment **48**
- c. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT** **49-50**
Unconditional Grant Funding Letter – June 2016 Payment
- d. **ISLAND COASTAL ECONOMIC TRUST**

i)	North Island Communities ATV Network Trails	51-52
ii)	Remote Coastal Regions Marine Marketing Boost	53-54
e.	CITY OF VICTORIA Hearing Order regarding Trans Mountain Pipeline ULC	55-83
f.	EMERGENCY MANAGEMENT BC Exercise Coastal Response 2016	84
g.	METRO VANCOUVER FRASER VALLEY REGIONAL DISTRICT Mattress and Bulky Furniture Extended Producer Responsibility	85-95 96
h.	HUU AY AHT FIRST NATION New Executive Director Crystal Clappis	97
i.	MINISTER OF JUSTICE AND ATTORNEY GENERAL OF CANADA Fishing Rights of five Nuu-chah-nulth Nations	98-101

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

8. REQUEST FOR DECISIONS & BYLAWS

a.	REQUEST FOR DECISION Woodstove Exchange Funding Program	102-103
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THAT the Alberni-Clayoquot Regional District Board of Directors apply for funding through the BC Government "Provincial Wood Stove Exchange Program" in order to continue with the Woodstove Exchange Program in the Alberni-Clayoquot Region in 2017.

b.	REQUEST FOR DECISION Bylaw E1052-2, Beaver Creek Fire Protection Service Area Amendment, 2016	104-108
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THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

c.	REQUEST FOR DECISION Bamfield and Anacla First Responder Program	109-127
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THAT the Alberni-Clayoquot Regional District Board of Directors:

- 1. Authorize the implementation of a First Responder Program for Bamfield and Anacla.*
- 2. Authorize that the program operates under the Bamfield Volunteer Fire Department as a separate division of the Department.*
- 3. Authorize the ACRD Chairperson and Chief Administrative Officer to execute a First Responder Consent and Indemnity Agreement, which is attached as Appendix "A" to this report, with the B.C. Emergency Health Services Commission.*

- d. **REQUEST FOR DECISION** **128-138**
Cherry Creek Community Parks - Bike BC Funding Conditional Grant Agreement

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Conditional Grant Agreement with the Ministry of Transportation and Infrastructure, BikeBC Program, to receive a maximum of \$38,549 or 50% of total eligible project costs, whichever is less, towards construction of the Cherry Creek Cycling and Walking Trail.

- e. **REQUEST FOR DECISION** **139-140**
Appointment of Interim Fire Chief – Bamfield Volunteer Fire Department

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Mark Kelly, Interim Fire Chief of the Bamfield Volunteer Fire Department.

THAT the Alberni-Clayoquot Regional District Board forward a letter of appreciation to Eric Clelland for his service as Fire Chief of the Bamfield Volunteer Fire Department.

- f. **REQUEST FOR DECISION** **141-178**
Finance Warrant No. 567

THAT the Board of Directors approves Finance Warrant Number 567 in the amount of \$1,313,107.32 dated July 31, 2016.

- g. **REQUEST FOR DECISION** **179-184**
Bylaw No. F1126, Bamfield Water System Treatment Plant Loan Authorization Bylaw

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.

- h. **REQUEST FOR DECISION** **185-186**
Alberni Valley Stakeholders Initiative to End Homelessness Grant

THAT the Board of Directors provide direction to staff regarding the issuance of the grant funding to the Alberni Valley Stakeholders Initiative to End Homelessness Committee.

- i. **MEMORANDUM** **187-188**
Bamfield Water System – Water Treatment Plant Update (Water Treatment Works RFP and Borrowing Bylaw)

- j. **MEMORANDUM** **189**
Alberni Valley Regional Airport Lighting Tender

Tenders for the Alberni Valley Regional Airport lighting project closed at 2:00 pm, Friday, August 19, 2016. Results will be circulated with a recommendation in advance of the meeting.

- k. **MEMORANDUM** **190-193**
Alberni Valley Landfill (AVLF) – Access Road Paving project

Tenders for the Alberni Valley Landfill Access Road Paving project closed at 10:00 am, Friday, August 19, 2016. Results will be circulated with a recommendation in advance of the meeting.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVD16006, DANELIUK, LOT 364 CLAYOQUOT DISTRICT** **194-196**
Development Variance Application – Memorandum and Permit

THAT the Board of Directors issue development variance permit DVD16006.

- b. **DVD16007, COLE, 10180 KYUNIM ROAD** **197-201**
Development Variance Application – Memorandum and Permit

THAT the Board of Directors issue development variance permit DVD16007.

- c. **DVF16008, MADILL, PARCEL G DURHAM STREET** **202-211**
Development Variance Application – Report

THAT the Board of Directors consider issuing development variance permit DVF16008.

10. REPORTS

10.1 STAFF REPORTS

a.	CAO Report – August 15, 2016	212
b.	Financial Manager Report – August 17, 2016	213
c.	Financial Statements – July 2016	214-215
d.	Extending a Fire Service Area Boundary – August 18, 2016	216-217
e.	Environmental Service Department Staff Report – August 18, 2016	218-220
f.	Planning Manager Report – August 18, 2016	221
g.	Building Inspector Report – July 2016	222
h.	Staff Action Items Report – August 19, 2016	223-229
i.	Meeting Schedule – September 2016	230

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

10.2 MEMBER REPORTS

a.	9-1-1 Corporation – J. McNabb	
b.	Vancouver Island Regional Library - L. Banton	
c.	Central West Coast Forest Society – T. Bennett	
d.	Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne	
e.	Alberni Valley Chamber of Commerce – Jack McLeman	
f.	Coastal Community Network – T. Bennett/D. St. Jacques	
g.	West Island Woodlands Advisory Group – L. Banton	
h.	Island Coastal Economic Trust – J. Osborne	
i.	Air Quality Council, Port Alberni – J. McNabb - Air Quality Council Meeting Minutes: June 16 th , 2016; - Cantimber – Inner City Smoke Pollution.	231-234 235-238
j.	West Coast Aquatic Board – T. Bennett/K. Wyton	
k.	Association of Vancouver Island & Coastal Communities – P. Cote	
l.	Beaver Creek Water Advisory Committee – J. McNabb	
m.	Other Reports	

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to:

- i. law enforcement, disclosure of which the board considers could be harmful to the conduct of an investigation under or enforcement of an enactment.*

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

**Next Board of Directors Meeting: Wednesday, September 14, 2016, 1:30 pm
Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 27, 2016, 1:30PM

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

John McNabb, Director, Electoral Area "E" (Beaver Creek)

Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS:

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

Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director McNabb

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

- *Information Report - Alberni Valley Regional Airport Runway Extension Costs to Date*

- *Additional reason to go in-camera – Labour or other employee relations*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – June 22, 2016

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the minutes of the Board of Directors Meeting held on June 22, 2016 be adopted as amended.

CARRIED

b. Special Board of Directors Meeting – July 20, 2016

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the minutes of the Special Board of Directors Meeting held on July 20, 2016 be adopted.

CARRIED

c. Committee of the Whole–June 22, 2016

MOVED: Director Cote

SECONDED: Director St. Jacques

THAT the minutes of the Committee of the Whole meeting held on June 22, 2016 be adopted.

CARRIED

d. Alberni Valley & Bamfield Services Committee–June 29, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on June 29, 2016 be adopted.

CARRIED

e. Beaver Creek Water Advisory Committee–June 29, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on June 29, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS& PRESENTATIONS

a. Inspector. Brian Hunter, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for April – June, 2016

The Chairperson welcomed Inspector Brian Hunter to the Alberni Valley. Inspector Hunter provided background information on himself and his family. He started at the Port Alberni Detachment on July 4th. Inspector Hunter advised he will be changing the reporting structure to the ACRD Board which includes switching to quarterly reporting. The Inspector provided an overview of the RCMP policing report for June 2016.

Director Johnsen entered the meeting at 1:40 pm.

b. Representatives, Alberni Drag Racing Association, regarding storage facility at the AVRA

Mr. Dave Willis requested the ACRD Board to consider an extension of their lease agreement for lots 9 and 16 used for storage at the Alberni Valley Regional Airport. He advised the Association will be coming back to the Board with a request to return to the Airport for their annual drag race event following completion of the expansion project. The delegation answered questions from Directors.

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the request from the Alberni Valley Drag Racing Association for an extension to their lease lots at the Alberni Valley Regional Airport for storage be referred to staff to bring back a report for consideration by the Board.

CARRIED

c. ACHN Coordinator, Marcie DeWitt, Alberni Clayoquot Health Network

Ms. DeWitt provided an update on the activities of the Alberni-Clayoquot Health Network and an overview of successes for 2016.

6. CORRESPONDENCE FOR ACTION

a. Correspondence dated July 6, 2016 from Port Alberni Friendship Center regarding request for letter of support/partnership for the ESDC – Skills and Partnerships Fund for the Children’s Natural Playground

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the Port Alberni Friendship Center for their funding application to the ESDC – Skills and Partnerships Fund for the Children’s Natural Playground project.

CARRIED

b. Correspondence dated July 18, 2016 from The District of Tofino regarding MRDT rate change application.

MOVED: Director McNabb
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the District of Tofino for their application for a five-year extension of the Municipal and Regional District Tax at a rate of three percent.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
Public Transit Infrastructure Fund Announcement
- b. **MINISTRY OF FINANCE**
Real Property Contractor Outreach Project
- c. **TOURISM VANCOUVER ISLAND**
Tourism Vancouver Island annual conference and AGM registration
- d. **THE OFFICE OF THE OMBUDSPERSON**
2015/2016 Annual Report
- e. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Meeting with Ministers
2016 Provincial Appointment Book
Provincial response to the 2015 resolutions
- f. **OPPOSITION SPOKESPERSON FOR LOCAL GOVERNMENT, SENIORS AND SPORTS**
Opposition MLA Prep
- g. **CITY OF PRINCE GEORGE**
Approved Resolutions for the UBCM
- h. **CANADIAN WOOD COUNCIL**
Community Recognition Awards
- i. **NUU-CHAH-NULTH TRIBAL COUNCIL**
Thank you for continued support towards Aboriginal fishing rights
- j. **ISLAND COASTAL ECONOMIC TRUST**
Improved Broadband Access will spur economy in Campbell River, July 7, 2016

Separating fact from fiction: Tofino to access investment readiness, July 12, 2016

- k. **DAVID SUZUKI FOUNDATION**
Charting Coastal Currents Report
- l. **CENTRAL WESTCOAST FOREST SOCIETY**
Newsletter
- m. **FUNDING ALBERNI VALLEY ARTS SOCIETY**
Introduction
- n. **ALBERNI VALLEY CHAMBER OF COMMERCE**
Tri-Conic Challenge grant received and support from the Federal Government.
Invitation to meet

MOVED: Director Cote

SECONDED: Director McLeman

THAT correspondence item 8 (a), Ministry of Transportation and Infrastructure regarding Public Transit Infrastructure Fund Announcement be referred to the ACHN Transportation table.

CARRIED

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT Regional District staff be instructed to contact the Alberni Valley Chamber of Commerce Executive Director with regards to correspondence item 8 (n), 2017 Tri-Conic Challenge enquiring what type of collaboration they are looking for with the Regional District for this event.

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District request a meeting at the 2016 Union of British Columbia Municipalities Convention with the Minister of Agriculture regarding coastal fisheries issues and concerns and the lack of Provincial involvement.

CARRIED

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant Number 566

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Board of Directors approves Finance Warrant Number 566 in the amount of \$1,741,087.18 dated June 30, 2016

CARRIED

b. Request for Decision regarding Memorandum of Understanding with the Minister of Natural Resources

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Memorandum of Understanding with the Minister of Natural Resources Canada to grant a license agreement for a Global Positioning System at the Alberni Valley Landfill for a ten (10) year term commencing July 1, 2016 and ending June 30, 2026.

CARRIED

c. Request for Decision regarding sending a letter to Multi-Materials BC (MMBC) requesting that Electoral Area "F" (Cherry Creek) be added to the curbside recycling pickup service area

MOVED: Director Banton
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to Multi-Materials BC (MMBC) requesting that Electoral Area "F" (Cherry Creek) be added to the curbside recycling pickup service area.

CARRIED

d. Request for Decision regarding the Millstream and Long Beach Airport Waterworks Contractor Agreements

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors enter into the following contracts with Mr. Joe Daley effective July 1, 2016:

1. To carry out the duties on the Millstream Water System as an Independent Waterworks Contractor at a rate of \$885.00 plus taxes per month on a month to month basis.
2. To carry out the duties on the Long Beach Airport Water System as an Independent Waterworks Contractor at a rate of \$1,000.00 plus taxes per month on a month to month basis.

CARRIED

e. Request for Decision regarding the Bamfield Water Treatment plant update & next steps

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that approval for the required borrowing of the Bamfield Water System Dissolved Air Floatation Water Treatment Plant will be by referendum question in the fall of 2016 and staff be directed to prepare the necessary bylaws and refer the matter to the Bamfield Water Committee for their consideration.

CARRIED

f. Request for Decision regarding the 2016 Beaver Creek Road Watermain Replacement – Tender Recommendation

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Board of Directors of the Alberni-Clayoquot Regional District award the 2016 Beaver Creek Road Watermain Replacement tender to Berry and Vale Contracting Ltd. in the amount of \$218,928.15 including GST.

CARRIED

g. Request for Decision regarding the Arvay, Pierce and Mersey Road Watermains – Tender Recommendation

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors of the Alberni-Clayoquot Regional District award the Arvay, Pierce, and Mersey Road Watermains Replacement tender to Copcan Civil Ltd. in the amount of \$163,810.50 including GST.

CARRIED

h. Request for Decision regarding the Purchase of two (2) storage containers for Beaver Creek Water

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional Directors approve the purchase of two 8' x 20' storage containers from Big Green Storage at a cost of \$8,000 plus shipping and applicable taxes.

CARRIED

i. Request for Decision regarding the lease renewal - Wildfire Operations of the Ministry of Forests - AVRA

MOVED: Director Ruttan
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors renew the Ministry of Forests, Lands and Natural Resources lease for their Wildfire Operations base facility located at the Alberni Valley Regional Airport for a three (3) year term commencing September 1st, 2016 and ending August 31st, 2019 at the rate of \$5615.93 plus GST per year including CPI increases.

CARRIED

j. LATE ITEM: Information Report regarding Alberni Valley Regional Airport Runway Extension Costs To Date.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors of the Alberni-Clayoquot Regional District receive the July 27, 2016 report from the CAO outlining current and projected costs for the Alberni Valley Airport Runway Expansion and lighting upgrade.

CARRIED

k. Request for Decision regarding the Conditional Grant Agreement for BC Air Access Program (BCAAP)

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter in to a Conditional Grant Agreement with the BC Air Access Program to a maximum of \$729,215 or 50% of total eligible project costs, whichever is less, towards the Installation of Runway Lighting System at the Alberni Valley Regional Airport.

CARRIED

I. Request for Decision regarding the Airfield Lighting Project – AVRA – Services Agreement

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Services Agreement with Tetra Tech EBA for the Design, Tender and Construction Supervision Services for the Airfield Lighting Project at the Alberni Valley Regional Airport for the total budget of \$67,000 plus applicable taxes.

CARRIED

m. Request for Decision regarding Commercial Sky Diving operations at the Long Beach Airport (CYAZ)

MOVED: Director McLeman
SECONDED: Director Bennett

THAT the following control documents will be required before operations can commence.

- 1. Special Operations Facilitation Agreement (SOFA) between Nav Canada and Point Break Skydiving.*
- 2. Skydiving Activities agreement (Ground Activities) between Point Break Skydiving and the Alberni Clayoquot Regional District.*
- 3. That the above agreements ensure the interests of the Regional District are protected.*

CARRIED

n. Request for Decision regarding the Alberni Valley Back Country Horsemen of BC to allow access to the Log Train Trail

MOVED: Director Cote
SECONDED: Director Kokura

THAT the Board of Directors direct staff to provide a letter of support to the Alberni Valley Back Country Horsemen of BC to allow access to the Log Train Trail for the event to be held on September 17th and 18th, 2016.

CARRIED

o. Request for Decision regarding Bylaw E1052-2, Beaver Creek Fire Protection Service Area Amendment, 2016

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT Regional District staff be requested to investigate development cost charges for water and fire department services in the Region.

CARRIED

p. REQUEST FOR DECISION

Proposal to Process Hake at-sea by Domestic Harvesters

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors write the DFO Regional Manager for Groundfish expressing our concern for the proposal for at-sea hake processing by domestic harvesters and requesting, before further consideration of this proposal, that consultation take place with rural coastal communities, such as Ucluelet, which would be impacted by such a proposal.

CARRIED

q. MEMO

Stuart Avenue / Seaton Park Trail

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Board of Directors receive the staff report.

CARRIED

9. PLANNING MATTERS

- a. DVD16007, COLE, 10180 KYUNIM ROAD**
Development Variance Application – Report

Directors McNabb and Banton left the meeting at 3:15 pm due to a potential conflict of interest.

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors consider issuing development variance permit DVD16007.

CARRIED

- b. SD16005, COLE, 10180 KYUNIM ROAD**
Subdivision Application/Minimum Parcel Frontage Waiver Request – Memorandum

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lots D & E as per plan VIS5897.

CARRIED

Directors McNabb and Banton re-entered the meeting at 3:17 pm.

- c. SE16004, SIMISTER, 5825 SAUNDERS ROAD N**
Subdivision Application/Minimum Parcel Frontage Waiver Request – Memorandum

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 2 as per subdivision plan attached to report as Appendix A.

CARRIED

- d. AB16001, RYLES, LOT 1 DEBEAUX ROAD**
ALR Application - Report

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to forward the non-farm use application to the Agricultural Land Commission noting that support of the non-farm use is subject to rezoning of the property, an Official Community Amendment, meeting Development Permit requirements, and preparation of property for agricultural uses.

CARRIED

e. AGRICULTURAL LAND USE INVENTORY & WATER DEMAND MODEL PROJECT
Request for Decision

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the Board of Directors pass a resolution to forward the non-farm use application to the Agricultural Land Commission noting that support of the non-farm use is subject to rezoning of the property, an Official Community Amendment, meeting Development Permit requirements, and preparation of property for agricultural uses.

CARRIED

Director Cootes entered the meeting at 3:21 pm.

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – July 22, 2016
- b. Financial Manager Report – July 14, 2016
- c. Environmental Service Department Staff Report – July 21, 2016
- d. Building Inspector Report – June 2016
- e. Staff Action Items Report –August 2016
- f. Meeting Schedule –August 2016

MOVED: Director Bennett
SECONDED: Director Kokura

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

CARRIED

10.2 MEMBER REPORTS

a. 9-1-1 Corporation – J. McNabb

Director McNabb reported on the board meeting held last Friday. The overall performance of E-COMM 911 dispatch services has been very good.

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

- c. **Central West Coast Forest Society – T. Bennett - No Report**
- d. **Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne - No Report**
- e. **Alberni Valley Chamber of Commerce – J. McLeman - No Report**
- f. **Coastal Communities Network – T. Bennett**

Director Bennett reported the annual meeting will be held in conjunction with the UBCM Convention. More information to come.

- g. **West Island Woodlands Advisory Group – L. Banton - No Report**
- h. **Island Coastal Economic Trust – Josie Osborne – No Report**
- i. **Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. **West Coast Aquatic Board – T. Bennett/K. Wyton - No Report**
- k. **Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- l. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. **Other Reports**

Director Cote reported she attended the opening of West Coast Aquatic's Aquarium at Harbour Quay and congratulated them on behalf of the Regional District.

Director McNabb reported he attended an Island Corridor Foundation Local Government Liaison meeting. It was a good meeting, they physically showed the group what is required to get the track up to standards in order to operate.

Director Wyton reported he attended a Tourism Destination Planning Project meeting. Communities have been invited to be involved in the project. Director Wyton sees potential for Bamfield and other areas in region.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

Mr. Larry Ransom expressed concerns with the lack of access to Sproat Lake Parks Commission minutes and agendas on the Regional District website. Regional District staff will follow-up and ensure these are available on the website.

14. RECESS

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the meeting be recessed at 3:31 pm in order to conduct the Regional Hospital District Meeting.

CARRIED

15. RECOVENE

The meeting was re-convened at 3:43 pm.

16. IN-CAMERA

MOVED: Director McLeman
SECONDED: Director Cote

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

- Litigation or potential litigation affecting the Regional District
- Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public, and;
- Labour or other employee relations

CARRIED

The meeting was closed to the public at 3:43 pm.

The meeting was re-opened to the public at 4:38 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Bennett
SECONDED: Director Cote

THAT this meeting be adjourned at 4:38 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON WEDNESDAY, JULY 27, 2016

Regional District Board Room (downstairs), 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS Josie Osborne, Chairperson, Mayor, District of Tofino
PRESENT: Mike Kokura, Director, Electoral Area "B" (Beaufort)
Mike Ruttan, Mayor, City of Port Alberni
John McNabb, Director, Electoral Area "E" (Beaver Creek)

STAFF PRESENT: Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:30 am.

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

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the agenda be approved as circulated.

CARRIED

3. IN-CAMERA

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the meeting be closed to the public to discuss matters relating to labour or other employee relations.

CARRIED

The meeting was closed to the public at 9:31 am.

4. RECOMMENDATIONS FROM IN-CAMERA

5. ADJOURN

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the meeting be adjourned at 11:41 am.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Manager of Administrative Services

Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD WATER COMMITTEE MEETING HELD ON TUESDAY, AUGUST 16, 2016, 5:00 PM

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

MEMBERS Keith Wyton, Chairperson, Director, Electoral Area “A” (Bamfield) (By Teleconference)

PRESENT: John Mass, Advisory Planning Committee Chair (By Teleconference)
Mark Kelly, Bamfield Fire Chief (By Teleconference)
Lisa Herbig, Member at Large
J.P. Hastey, Bamfield Marine Science Centre
Brad Anolt, Bamfield Marine Science Centre (By Teleconference)

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Teri Fong, Manager of Finance
Andrew McGifford, Manager of Environmental Services
Les Butler, Bamfield Water System Contractor (By Teleconference)

OTHER: Chris Downey, Koers & Associates (By Teleconference)

1. CALL TO ORDER

The Chairperson called the meeting to order at 5:00 pm

The Chairperson recognized the meeting is being held in the Huu-ay-aht, Hupacasath and Tseshaht First Nations Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: J. Mass

SECONDED: L. Herbig

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Bamfield Water Committee Meeting – April 21, 2016

MOVED: J. Mass

SECONDED: L. Herbig

THAT the minutes of the Bamfield Water Committee Meeting April 21, 2016 be adopted.

CARRIED

Brad Anholt and J.P. Hasteley entered the meeting at 5:05 pm.

4. CORRESPONDENCE FOR ACTION/INFORMATION

- a. **ISLAND HEALTH**
Island Health, July 14, 2016 regarding Bamfield Water System Upgrades
- b. **ISLAND HEALTH**
Island Health, July 29, 2016 regarding Proposed Terms and Conditions for the Bamfield Community Water System Operating Permit.

MOVED: B. Anholt

SECONDED: J. Mass

THAT the correspondence a-b be received.

CARRIED

5. REPORTS

- a. Bamfield Water System – YTD Capital Plan and Leak Update
- b. Bamfield Water System - Financial Plan
- c. Bamfield Water System – Status Report – Water Treatment Facility
- d. Loan Authorization Bylaw

Andrew McGifford shared the preliminary results of the treatment works request for proposal. A full report is to be provided by Chris Downey assessing the proposals.

The committee reviewed the reports pertaining to the proposed Water Treatment Facility. Various questions related to the treatment plant and it's capital operating costs were answered by staff and Chris Downey – engineer.

Teri Fong advised that the loan authorization bylaw should be for a maximum of \$600,000.00 based on the preliminary results at the request for proposal.

In response to the question of J.P. Hasteley, Russell Dyson proposed that information pertaining to the treatment plant will be available on the website including questions and answers. It is proposed that staff, the engineer and an Island Health representative hold a meeting in Bamfield in advance of the referendum.

MOVED: J. Mass

SECONDED: B. Anholt

THAT the Bamfield Water Advisory Committee support the proposed loan authorization Bylaw for a maximum of \$600,000.00 to provide for capital funding for the Dissolved Air Flotation Water Treatment Plant.

CARRIED

*MOVED: B. Anholt
SECONDED: J. Mass*

THAT the Bamfield Water Advisory Committee receive reports a-d.

CARRIED

6. ADJOURN

*MOVED: B. Anholt
SECONDED: L. Herbig*

THAT this meeting be adjourned at 6:10 pm.

CARRIED

Certified Correct:

Keith Wyton,
Chairperson

Russell Dyson,
CAO



Alberni Golf Club Ltd.

6449 Cherry Creek Road, Port Alberni, BC V9Y 8T3
Phone (250) 723-7111 Fax (250) 723-7010
www.albernigolf.com (email) albernigolf@shaw.ca

August 16th, 2016

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

Dear Board Members,

It is time again for the Alberni Golf Club to request consideration from the Board of the Alberni-Clayoquot Regional District relative to granting a property tax exemption for the golf course under the provisions of the Local Government Act. The Alberni Golf Club has requested this tax exemption since learning of its existence 14 years ago, and we are extremely appreciative that the Board of the Alberni Clayoquot Regional District has recognized the merits in granting it, and has been supportive and granted it in all 14 years. We have been scheduled to make a presentation to the Board at the August 24th, 2016 Board Meeting, and appreciate the opportunity to attend and update the Board on our Club's activities, and answer any questions you might have.

As you know, the Alberni Golf Club operates as a non-profit limited company, governed by a volunteer board and executive, and is supported by many volunteers. We are in a very competitive industry and are operating on an extremely conservative and fiscally responsible budget. Our ongoing success and survival is dependent upon the efforts of conscientious staff and volunteers, as well as the continued support of our tax exemption request from this Board. Support from the Regional District is vital to our efforts to provide a quality venue which attracts contestants and tourists, allows local and visiting adults to enjoy 40,000 rounds of golf each year, hosts numerous tournaments and raises money for local charities, provides the facility for our local school district to introduce the game of golf at no cost to all local children, and cultivates one of the best and most active junior programs in the province.

As we have done since the first year in this process, we will include in our budget a provision for the Cherry Creek Fire Department. I have enclosed a letter from the Cherry Creek Waterworks District which supports our request for this exemption.

We request your support again this year. I look forward to seeing you at the Board Meeting, and should you have any questions, I would be pleased to address them.

Sincerely,

Ken Sander, President Alberni Golf Club

CHERRY CREEK WATERWORKS DISTRICT

5920-A Cherry Creek Rd. Port Alberni, B.C. V9Y 8R7

Monday - Friday 9:30am - 1:30pm

Phone 250-723-2214

Fax 250-723-0225

August 16, 2016

Alberni Golf Club Ltd.
6449 Cherry Creek Road
Port Alberni, B.C. V9Y 8T3

Attention: Ken Sander

Dear Ken:

The Board of Trustees, Cherry Creek Waterworks District, discussed your request for support in applying for exemption from property taxes again this year. Please be advised the Board wishes to lend their support to your request. The District is satisfied with the amount you contribute each year to the Fire Department.

Thank you for your attention to this matter.

Sincerely,



Michelle Price
Administrator



Port Alberni

TRI CONIC CHALLENGE

Dear Community Partner

As you may know the Chamber of Commerce is hosting a major event over the Canada Day Weekend in 2017 in celebration of Canada's 150 years AND Port Alberni's 50 as a city after amalgamation.

The event is called the Tri-Conic Challenge which was developed after the realization of how successful the No. 7 Challenge was about to be. Port Alberni has significant history and that coupled with a growing trend to explore the outdoors and market same we simply connected the dots.

Our first Major Sponsor of the event was/is Canada 150 who agreed to provide us with funding over two fiscal years amounting to about 35% of our projected budget of ~ \$215,000.00. In addition to their sponsorship we are seeking others so that we can do extensive marketing throughout Vancouver Island and BC as a whole. We want to invite everyone to Port Alberni and here is how you can assist us!

Our Sponsor Levels are:

- **SMOLT:** \$500.00 Includes: Presence on Website and on line marketing, name on T-Shirts and other wearables. Referenced as a Major Sponsor of all SMOLT LEVEL events.
- **SPRINT:** \$1000.00 Includes: Presence on Website and on line marketing, name on T-Shirts and other wearables. Referenced as a Major Sponsor of all SPRINT LEVEL events.
- **CHALLENGE:** \$2500.00 Includes: Presence on Website and on line marketing, name on T-Shirts and other wearables Referenced as a Major Sponsor of all CHALLENGE LEVEL events. Logo included on all promotional material.

The Tri-Conic Challenge – an initiative of the Alberni Valley Chamber of Commerce supported by Canada 150.
2533 Port Alberni Highway, Port Alberni, BC, Canada, V9Y 8P2

www.triconic.ca

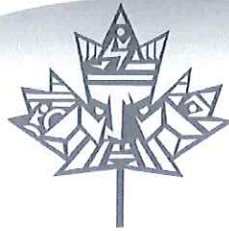
facebook.com/triconicchallenge

challenge@triconic.ca



Canada





Port Alberni

TRICONIC CHALLENGE

- **ICONIC:** \$5000.00 Includes: Presence on Website and on line marketing, name on T-Shirts and other wearables. Referenced as a Major Sponsor of all ICONIC LEVEL events. Logo included on all promotional material including the new Mobile Visitor Centre Vehicle. Named as a Partner in the Event alongside funding sponsors – Canada 150 and Alberni Valley Chamber of Commerce
- **TRICONIC:** As above + named as a Title Sponsor of the Event.

For clarity please note that the event includes an Open-Water Swim on Sproat Lake – Canada Day, 2017. We hope to include the Martin Mars as an on the water feature along with the opportunity to showcase the centuries old Petroglyphs. The Swim Versions are:

Smolt Swim is 200m, Sprint Swim is 500m, Challenge Swim is 2000m and the Iconic Swim is 4000m

On Sunday, July 2nd the feature is the Bike Race to Bamfield vs. the Iconic Frances Barkley. The ship departs for Bamfield at 8:00am that day and is scheduled to arrive some 5.5 hours later. The cyclists also have four options to choose from with the bigger two featuring a Salmon Feast at Pachena Bay outside of Bamfield courtesy of Huu-ay-aht First Nation.

Smolt Bike is 3km around the Harbour Quay area, Sprint bike is 16 km to China Creek Campground and Marina, Challenge Bike is 90 km to Bamfield and the Iconic Bike is 180 km to Bamfield and return. Note that both the Sprint and Challenge riders will have transportation provided back to Port Alberni.

On Monday, July 3rd the feature is the Race the Train ala the No. 7 Challenge of 2016. The race will again start at the Harbour Quay area and like the other events it also features four versions, they are:

The Tri-Conic Challenge – an initiative of the Alberni Valley Chamber of Commerce supported by Canada 150.
2533 Port Alberni Highway, Port Alberni, BC, Canada, V9Y 8P2

www.triconic.ca

facebook.com/triconicchallenge

challenge@triconic.ca



Canada





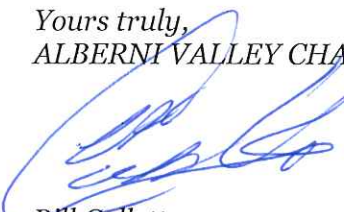
Port Alberni

TRI CONIC CHALLENGE

Smolt Run is 500m at McLean Mill after riding the train to the mill, Sprint Run is 10 km to McLean Mill – same as the 2016 No. 7 Challenge, the Challenge Run is a ½ Marathon with the runners heading to the mill and returning to Harbour Quay and finally the Iconic Run will feature a full marathon of 42.2 km with much of it going through the Alberni Valley Trails network.

Thank you again for considering our request.

Yours truly,
ALBERNI VALLEY CHAMBER OF COMMERCE



Bill Collette
Executive Director – Chairperson – Tri-Conic Challenge Committee

The Tri-Conic Challenge – an initiative of the Alberni Valley Chamber of Commerce supported by Canada 150.
2533 Port Alberni Highway, Port Alberni, BC, Canada, V9Y 8P2

www.triconic.ca

facebook.com/triconicchallenge

challenge@triconic.ca



Canada



June 03, 2016

Russell Dyson
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni, B.C. V9Y 2E3
Phone: (250) 720-2700
Email: rdyson@acrd.bc.ca

To Russell:

SUBJECT: Request for Approval of Transit Term Extension

BC Transit would like to request the support of the Regional District of Alberni-Clayoquot in its discussions with the transit operating company surrounding the option of granting a three-year contract extension. In past extensions, we have successfully negotiated annual cost increases which closely align with BC Transit's corporate lift rate. It is requested that this matter be handled as confidential, as it relates to contracted and commercially confidential information regarding the operating company.

Background

This is currently the last year of the current contract extension period with Diversified Transportation Ltd. (Diversified) for operation of the Regional District of Alberni-Clayoquot Custom transit service. The contract term expires on March 31, 2017. Ordinarily, a Request for Proposals (RFP) to operate the transit system for the period from April 1, 2017 to March 31, 2026 would be issued this fall.

Discussion

There are several reasons why an extension of the existing contract should be considered for Diversified:

1. Diversified has established a highly responsive management team that fully understands the transit service in the region. There have not been any major concerns regarding the company's operational performance since the start of its contract for the Regional District of Alberni-Clayoquot Custom service. The previous two fleet inspections have received a green rating and passenger complaints are minimal for this system.
2. Significantly higher costs are commonly associated with an RFP process. There is an opportunity for the Regional District of Alberni-Clayoquot to endorse a three-year contract extension, which would be offered to Diversified in return for an annual cost increase which aligns closely with BC Transit's corporate lift rate. The cost increase would apply to the following areas:
 - Fixed costs
 - Variable hourly costs (Drivers' wages & benefits)
 - Shop Mechanics' rates

The cost increase would be based on the current approved level of service, but would exclude statutory changes in costs for EI and CPP (MOA section 6.1), fuel prices (MOA section 6.3), and changes to ICBC premiums.

3. Finally, the proposed extension would allow for the Regional District of Alberni-Clayoquot and other Central Vancouver Island locations to go to RFP at the same time, creating the potential for economies of scale, in the event that a single operating company is awarded all systems.

BC Transit would like to proceed with the negotiations with the Operating company as soon as is possible, however if there are any causes for concern or the Regional District has any extenuating circumstances that would prevent the support of this approach, please contact me to discuss further.

Otherwise, please express your support as detailed below under Recommendations. Once your support is received, discussions will be undertaken and you will be kept informed of the outcomes.

Recommendation

It is recommended that:

The Regional District of Alberni-Clayoquot supports BC Transit in its discussions with the transit operating company surrounding the option of granting a three-year extension to their current contract.

Please feel free to call me directly should there be any questions or concerns.

Sincerely,



Gina Curran, MBA

Senior Regional Transit Manager

BC Transit | 520 Gorge Road East, Victoria, BC, V8W 2P3

T: 250.995.5736 | C: 778.677.6127 | F: 250.995.5689

Email: gina_curran@bctransit.com



Port Alberni Shelter Society

3978 Eighth Ave.,
Port Alberni, BC, V9Y 4S2

250-723-6511 (ph)

250-724-6544 (fax)

August 15,2016

Mayor Josie Osborne,
Chair,
Alberni Clayoquot Regional District

Dear Mayor Osborne,

The Port Alberni Shelter Society, in its pursuit of affordable housing, food distribution, and employment partnering programs, is seeking funding streams for an “Event Team”. The purpose of the funding is to fine tune this program with additional practical tools, to build an enhanced media presence, to deal with infrastructure items such as liability and worksafe coverage, training of workers, and promotion of our service to those groups who may find it helpful in the staging of events.

The Event Team will provide services by employing clients of our Society, before, after, and during local events. We have “test driven” this service to date at three local events over the past two months, using the services of twelve people for a total of 180 hours, working with Five Acre Shaker Productions at Glenwood Arena, the Jane Austen Festival, and a Young Professionals of Alberni Valley event.

In addition to providing this service and employment for clients, this will also give the Society and our clients opportunities to more fully integrate with the Community, and more effectively develop further initiatives related to affordable housing, food programs, and employment partnerships.

As you may know, the clients of the Society come from various communities throughout the ACRD area, and in naming a few I could mention Ahousaht, Tofino, Ucluelet, Bamfield, Anacla, and of course all of the regions within the Alberni Valley.

A simple letter of support from the ACRD (for which I have provided a sample) will be appreciated. Our deadline for submission is August 25th, 2016. Please feel free to contact me should you have any questions or suggestions related to the Event Team or the Port Alberni Shelter Society.

Thank you for this consideration.

Sincerely,

John Douglas
"Special Projects"
Port Alberni Shelter Society

M: 250-735-7177

E: john_pashelter.ca

cc. Russel Dyson, CAO
Wes Hewitt, Port Alberni Shelter Society

From: Liz [<mailto:lcookson@ubcm.ca>]

Sent: Thursday, July 21, 2016 3:41 PM

To: AVICC <avicc@ubcm.ca>

Subject: AVICC Member Update - Forest Enhancement project input; Social Procurement working group; Clear Seas Drift Study participation

Please forward to elected officials, the CAO and Corporate Officer:

1. Forest Enhancement Project – Identifying Potential Projects

The Forest Enhancement Society of BC has issued a document describing its [Project Planning Process and Selection Criteria](#) for 2016 and 2017. The Society was created with an initial provincial contribution of \$85 million to advance a suite of forest health and safety objectives, including wildfire prevention and mitigation. Eligible applicants should contact their local [Forest District office](#) as soon as possible to discuss proposals.

2. Social Procurement

At the AVICC convention in Nanaimo last April, the membership passed a motion calling on AVICC and UBCM to advance the use of social procurement practices. Building on an informal meeting at the convention, since April, a number of local elected officials have put together a working group and project plan for a “Community Benefit Hub”. The Hub could help AVICC member local governments with building community benefit procurement into their procurement policies through:

1. Educating and building awareness among elected officials (and public sector institutions)
2. Training staff
3. Communicating and networking: collect and tell stories of success and challenges
4. Educating and building awareness amongst suppliers
5. Training suppliers

The Hub idea is in very early stages. Anyone interested in helping the working group to develop the concept is invited to contact Mayor Teunis Westbroek at mayor@qualicumbeach.com

3. Clear Seas – Call for Expressions of Interest to Participate in Study

Clear Seas Centre for Responsible Marine Shipping is a not-for-profit organization that provides impartial and evidence-based research about marine shipping in Canada, including risks, mitigation measures and best practices. Their Board of Directors includes former AVICC President Christopher Causton.

Clear Seas is undertaking a study to investigate responses to vessel drift incidents. They are seeking the participation of a multidisciplinary team including representatives from coastal communities and government. The Call for Expressions of Interest to participate in the study is attached, and includes background, the timeline and how to get involved. A workshop is being planned for the Fall.

Liz Cookson

Executive Coordinator, AVICC

Union of BC Municipalities

525 Government Street

Victoria, BC, V8V 0A8

(250) 356-5122



Photo credit: Captain Eric Omar Rodraguez Aracena (<http://gcaptain.com/ocean-breeze-runs-aground-pounded/>)

CALL FOR EXPRESSIONS OF INTEREST

To participate in the investigation of loss-of-control events on board ships and analysis of effective response countermeasures for the prevention of ship-drift groundings

Clear Seas Centre for Responsible Marine Shipping

Research Proposal
CS-RP-005-04-2016
July 14, 2016

Background

Clear Seas Centre for Responsible Marine Shipping (Clear Seas) is concerned with safe and sustainable marine shipping operations on Canada's coastlines and on its waterways. Our mission, vision and purpose are detailed on our website (www.clearseas.org). Part of our work is the identification of marine shipping risks and the mitigating measures in place in Canada today, and research of the best practices worldwide. Clear Seas will inform its diverse audience about its research and findings and prepare policy proposals to further enhance the safety and sustainability of marine shipping.

In a recent Canada-wide Angus Reid Institute poll commissioned by Clear Seas (April 2016), it became clear that Canadians' top three concerns about marine shipping safety include potential oil spills (67%), potential fuel spills (61%), and water pollution (59%). Collisions between ships, allisions between a ship and a fixed object, and groundings of ships are the main causes of spills and water pollution originating from a ship.

To contribute to a better understanding of the potential risks of any such occurrences and the effectiveness of the existing mitigating measures, Clear Seas is preparing to undertake a research project entitled: "An Investigation of Loss-of-Control Events On Board Ships and the Analysis of Effective Response Countermeasures for the Prevention of Ship-Drift Groundings."

Purpose of the Call and Deliverables

Clear Seas is seeking to develop and execute this project with the participation of a multidisciplinary team of experts and stakeholders. This Call for Expressions of Interest (EOI) is intended to identify interested and qualified parties and the individual contributions each can make. It is anticipated that an initial workshop involving all interested parties will be convened to further detail the scope of the project and establish consensus on methodologies and deliverables. A steering committee will also be established to monitor progress and drive the successful completion of the research project.

Application

Respondents to this EOI should provide a brief cover letter, including motivation for participation in the study, relevant experience, and an indication of their preferred area of interest for participation. Refer to the enclosed document for additional information regarding the rationale and the topics to be addressed in the course of this project.

Send responses to this EOI by email to Meghan Mathieson, Research Manager, Clear Seas (meghan.mathieson@clearseas.org) by close of business on 31 July 2016, with "Drift Study - Expression of Interest" in the subject line.

If you require any further information, please don't hesitate to contact Meghan or the undersigned.

We are looking forward to hearing from you.

With kind regards,



Dr. Richard Wiefelspuett
Executive Director | Directeur Exécutif
355 Burrard St., Suite 630, Vancouver, BC V6C 2G8
604.328.5207
richard.wiefelspuett@clearseas.org

Encl.

An Investigation of Loss-of-Control Events On Board Ships and Analysis of Effective Response Countermeasures for the Prevention of Ship-Drift Groundings

Statement of Key Issues

From a global perspective, groundings account for about one-third of commercial ship accidents,^{1,2} and rank second in frequency, after ship-on-ship collisions.³ A component of these statistics are ship-drift groundings. Every year, ships experience engine or other on-board system failures or mechanical breakdowns that can lead to a loss of control. A ship in this situation will drift. The distance from shore at the time of the failure and the strength and direction of wind, waves, and current are key parameters in determining the vessel's drift speed and whether the vessel will drift towards shore. In the worst case and without any effective countermeasures, a grounding will occur.

The potential consequences resulting from a ship-drift grounding can include loss of life, personal injuries, material damage, and catastrophic harm to marine environments and coastlines due to the spilling of bunker fuel, crude oil, or other hazardous or noxious substances carried on the ship.

Early knowledge about a loss-of-control occurrence on board a ship, combined with reliable forecasting methods to predict drift speed and direction, may permit responders adequate time to launch an effective response, assuming responders have sufficient capacity to match the challenge posed by that particular drifting ship. With these essential components in place, a drifting ship may be successfully intercepted with the ultimate objective of preventing a grounding.

Specific concerns about the potential impact of oil tankers drifting aground led to the voluntary tanker exclusion zone on Canada's Pacific Coast in 1985.⁴ Since then vessel diversity, traffic volumes, and ship sizes have increased significantly. In addition to crude oil carried in bulk, many other transported products carry the potential for harmful pollution if released into the marine environment. Not least of which, the tons of heavy fuel oil carried on large commercial vessels – often without the double hull protection required in oil tankers – pose a significant threat if a vessel loses control.

The mitigating measures currently in place to counteract the threat of ship-drift groundings include monitoring vessel traffic by the Canadian Coast Guard to gain early knowledge of any loss-of-control occurrence on board a vessel, and relying on the tug-of-opportunity system for rescue operations.⁵

¹ Kite-Powell HL, Jin D, Jebsen J, Papakonstantinou V, Patrikalakis N (1999). Investigation of Potential Risk Factors for Groundings of Commercial Vessels in U.S. Ports. *International Journal of Offshore and Polar Engineering*. 9 (1):16-21

² Jebsen JJ, Papakonstantinou VC (1997). Evaluation of the Physical Risk of Ship Grounding. Massachusetts Institute of Technology, <http://hdl.handle.net/1721.1/10312>

³ Samuelides MS, Ventikos NP, Gemelos IC (2009). Survey on grounding incidents: Statistical analysis and risk assessment. *Ships and Offshore Structures* 4 (1):55-68.

⁴ <http://www.tc.gc.ca/eng/marinesafety/safe-routing-reporting-vessels-4516.html>

⁵ http://www.env.gov.bc.ca/main/west-coast-spill-response-study/docs/WestCoastSpillResponse_Vol1_InitialAssessment_130717.pdf

However, the M/V Simushir incident,⁶ a near-miss involving a north-bound cargo ship that came dangerously close to going aground on the west coast of Haida Gwaii, highlighted gaps in Canada's existing capability to consistently prevent ship-drift groundings.

Growing international trade is anticipated to lead to an increase in marine shipping activities along Canada's coasts, with an increase in both number and size of transiting vessels. In addition concerns have been raised that prevailing economic pressures in the highly competitive shipping sector may encourage postponement or omission of preventive maintenance measures on board some ships,⁷ which in turn may drive an increase in the number of loss-of-control occurrences.

Proposed Scope of Study

In view of these developments, Clear Seas is soliciting interest for participation in a comprehensive research project that aims to provide tangible insights into all components of this issue, including:

- Investigation of the causes and frequency of loss-of-control occurrences by ship type
- Analysis of AIS data to establish current volumes and frequency of marine traffic on Canadian coasts by vessel type and size and cargo
- Review of the standard of care regarding safe distances from shore for marine traffic
- Assessment of current vessel traffic monitoring practices
- Determination of drift speeds as a function of vessel type and size, wind, waves and currents
- Review of current capacities (bollard pull, speed, sea keeping, winches) and travel patterns of the tugs of opportunities currently available
- Identification and quantification of gaps and limitations of the current system
- Solutions for enhanced and additional safety layers including considerations for the requirements and viability and strategic locations of emergency towing vessels, early detection of anomalies on board vessels, and other methods to influence the direction and speed of vessel drift
- Evaluation of Capex and Opex implications of the proposed solutions
- Preparation of funding concepts for the proposed solutions

Potential Study Participants

Clear Seas envisions the proposed work to be most successful if a diverse group of qualified stakeholders contributes jointly and collaboratively to the project. Relevant subject matter expertise, operational experience, analytical capabilities, marine simulation and modeling tools, local knowledge, legal knowledge, vested interest in the protection of the coastal and marine environment – all of these are essential qualifiers for project participants to make a meaningful contribution to the proposed work.

⁶ "Lessons from the Simushir"; Workshop Summary; May 12-13, 2015; Skidegate, Haida Gwaii

⁷ "Safety and Shipping Review 2016"; Allianz Global Corporate & Specialty

At this stage Clear Seas is seeking Expressions of Interest to participate in the project in a range of capacities. We are reaching out to a diverse group of potential project partners with specific knowledge, experience, and skills in the areas of naval architecture and marine engineering, marine transportation, vessel traffic management, maritime law, marine simulation, tow and salvage operations, government, coastal communities and indigenous groups.

A draft concept paper is under development and will be shared with interested parties responding to this Call for Expressions of Interest.

Planning Timeline:

Once project partners have been identified, a steering committee to guide the project will be appointed. The methodologies to be employed, outcomes expected, and detailed contribution agreements will be finalized jointly.

A funding model for the project is under development including options for financial and in-kind contributions by participants.

A preliminary project timeline is provided below:

CLOSING FOR EOI	31 July 2016
PARTNER SELECTION	August 2016
CONSENSUS WORKSHOP	September 2016
STEERING COMMITTEE APPOINTMENT	September 2016
PROJECT SCOPE AND DELIVERABLES FINALIZED	October 2016
FUNDING PLAN DEVELOPED	October 2016
PROJECT PLAN FINALIZED	October 2016
PROJECT KICK-OFF	November 2016
COMPLETION	December 2017

From: Cunningham, Sonja JTST:EX [<mailto:Sonja.Cunningham@gov.bc.ca>]
Sent: Friday, July 22, 2016 4:16 PM
To: Cunningham, Sonja JTST:EX <Sonja.Cunningham@gov.bc.ca>; 'Marie Crawford' <mcrawford@ubcm.ca>; 'dwheeldon@bceda.ca' <dwheeldon@bceda.ca>
Subject: 2016 Local Economic Development in B.C. Survey Results



The results are in!

As promised, we wanted to notify everyone that the results are now available from the 2016 Local Economic Development in B.C. survey that was conducted in March. We want to sincerely thank everyone who participated; we have already begun using the results in our planning and development of upcoming products and services. The results were presented and discussed at the 2016 BCEDA Economic Summit in June, as well as to UBCM's Community Economic Development Committee last week. The summary infographic will also be circulated at BCEDA/MJTSTL's Economic Development Building Blocks workshops being held in various communities around the province, and we will continue to follow up on trends observed from the survey results.

We've attached the results infographic to give you a snapshot of the findings; the summary report and full results tables can be accessed from:

<http://www2.gov.bc.ca/gov/content/employment-business/economic-development/resources/stakeholder-engagement>

Thank you once again, and if you have any questions feel free to contact any of us directly.

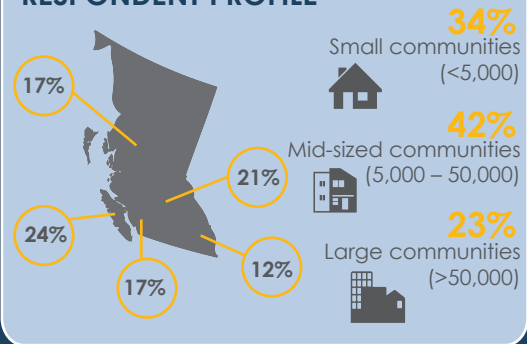
Sonja Cunningham, Ministry of Jobs, Tourism and Skills Training Sonja.Cunningham@gov.bc.ca
Marie Crawford, UBCM mcrawford@ubcm.ca
Dale Wheeldon, BCEDA dwheeldon@bceda.ca

Local Economic Development in BC

2016 Survey

Over 400 economic development stakeholders from around the province participated in the survey, including Economic Development Practitioners (18%), elected officials (31%) and local government staff (22%).

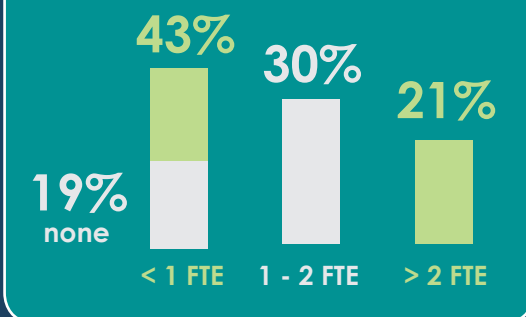
RESPONDENT PROFILE



STRUCTURE



DEDICATED ED STAFFING



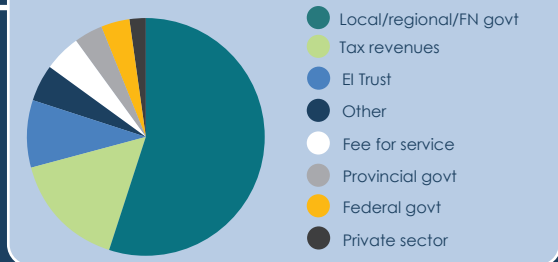
SUPPORT



TOP FORMS OF SUPPORT INDICATED

- 51% Inclusion in Official Community Plan
- 50% Dedicated, consistent funding
- 42% Access to project-based funding
- 40% Advocacy by local gov't for continued support of ED work

FUNDING SOURCES



In partnership:



Ministry of Jobs, Tourism and Skills Training



PLANNING



Have and actively use an **ED PLAN**

Of those who have a plan,

75%
think it's
EFFECTIVE

43%
update
annually

27%
update
every 2-4 yrs

COMMON FORMS OF REPORTING ON ED EFFORTS:



Formal Reports

57%



Website

25%



Public Events

24%



Social Media

23%

MOST COMMON BRE ACTIVITIES

- Community profile (70%)
- Developed website (64%)
- Personal contact w/ businesses (56%)
- Business Walks program (45%)
- Promotional brochure (44%)
- Promotion of "Buy Local" events (44%)

CHALLENGES

INTERNAL

- 52%** Lack of financial resources
- 46%** Lack of human resources
- 34%** Lack of leadership/priority

EXTERNAL

- 55%** Lack of support
- 50%** Global economic conditions
- 29%** Resource downturn

TRACKING

32% Have a performance measurement plan

32% Don't have a plan, but provide info as needed

20% Don't have a plan, and are not asked for performance info

PRIORITIES & ACTIVITIES

65% Business retention & expansion (BRE)

48% Tourism & cultural activities

41% Business & industry attraction

25% Entrepreneurial development

RESOURCES

85%

would find additional resources, training & external support valuable for their communities

ECONOMIC DIVERSITY



33% consider their communities reliant on a single resource or industry

43% consider their communities very or moderately resilient to economic fluctuations



In partnership:



Ministry of
Jobs, Tourism
and Skills Training



For the full report: gov.bc.ca/economicdevelopment

July 28, 2016

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



Dear Chair Josie Osborne:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2016/2017. An electronic transfer of \$233,271.08 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Sincerely,

Chair Al Richmond
UBCM President

From: LGIF CSCD:EX [<mailto:LGIF@gov.bc.ca>]
Sent: Friday, July 22, 2016 3:18 PM
To: Wendy Thomson <wendy.thomson@acrd.bc.ca>
Subject: Unconditional Grant Funding Letter - June 2016 Payment

Ref: 167872

Her Worship Mayor Josie Osborne
and Board Members
Regional District of Alberni-Clayoquot
3008 Fifth Ave
Port Alberni, BC V9Y 2E3

Email: mailbox@acrd.bc.ca

cc: teri.fong@acrd.bc.ca

Dear Chair Osborne and Members of the Board:

I am pleased to inform you of the 2016 Regional District Basic Grant for your regional district. This provincial grant program supports strong and vibrant communities by ensuring regional districts have the necessary fiscal capacity to provide good governance, administration and financial services to their citizens.

For 2016, the Province of British Columbia will provide approximately \$4.5 million to the 27 regional districts throughout British Columbia as well as to the Islands Trust. This amount will be marginally lower than the 2015 funding because, if you recall from last year, the Province advanced \$168,000 from the 2016 budgeted grant amount to the 2015 grant payment. This was a one-time adjustment.

If you have any questions or comments regarding your grant amount, please feel free to contact Ms. Jennifer Richardson, Policy Analyst, Local Government Infrastructure and Finance Branch, by email at: Jennifer.Richardson@gov.bc.ca or by telephone at: 250 356-9609.

Unconditional Grant Funding	Purpose	Payment Date	Amount
Regional District Basic Grants	Local government services	June 29, 2016	\$187,763

Sincerely,

"Original signed by"

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

FOR IMMEDIATE RELEASE

July 26, 2016

NORTH ISLAND COMMUNITIES PLANNING ATV TRAIL NETWORK TO ATTRACT NEW VISITORS

COURTENAY – The Village of Tahsis is taking the next steps in creating an off-road ATV trail system to bring new visitors to the region.

Partnering with the Village of Zeballos, Mowachaht/Muchalaht First Nation, Ehattesaht First Nation and working with more than ten other regional stakeholders, the communities will be developing a comprehensive business case and plan. The Island Coastal Economic Trust is contributing 50% of the \$30,000 project budget.

An economic development strategy prepared by Zeballos in 2013 identified recreational trails as a potentially strong tourist draw. A subsequent strategy developed in Tahsis in 2014 prioritized working with the local First Nations to develop new tourism experiences as a way to attract new visitors to the region.

“Creating a network of ATV trails, developing the marketing tools to promote it, and all the other components of this project requires a great deal of collaboration and cooperation,” said ICET Chair Phil Kent. “Bringing together local government, First Nations, the Province of BC, and private sector partners requires significant effort, but it also means a stronger probability of success in attracting new visitors and economic activity.”

Creating the business case will include everything from trail development plans and route designs, to market research and economic impact assessments.

"Since the completion of our economic development strategies, the Villages of Tahsis and Zeballos in partnership with the Mowachaht/Muchalaht, Ehattesaht First Nation and our other partners, have been exploring the multi-use trail network concept," said Tahsis Mayor Jude Schooner. "We're intent on moving from the preliminary planning stages into concrete action as quickly as possible, and that's a gratifying step."

This phase of the project is funded through the 'Quick Start' module of ICET's Economic Development Readiness Program. The key objective of the Program is rapid implementation of action items identified in recent economic development strategies.

“There are miles and miles of deactivated logging roads crisscrossing the region, and we realized that we have a great opportunity to showcase the region and its history by creating a great trail network,” said Zeballos Mayor Donn Cox. “By working in partnership, we can create real change for our communities.”

About the Island Coastal Economic Trust

The Island Coastal Economic Trust is a \$50 million fund established in 2006 by the Government of British Columbia to help diversify the economies of central and northern Vancouver Island and the Sunshine Coast.

ICET is guided by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials and MLAs and five appointees. This exceptional team of leaders collaborates to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved \$49 million for over 160 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have generated over \$278 million in incremental funding into the region. A full overview of ICET can be found at www.islandcoastaltrust.ca

-end-

For further information:

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line.robert@islandcoastaltrust.ca

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

Mark Tatchell, CAO/CFO
Village of Tahsis
Tel. 250-934-6344
mtatchell@villageoftahsis.com

FOR IMMEDIATE RELEASE

August 3, 2016

REMOTE COASTAL REGIONS TO GET MARINE MARKETING BOOST

COURTENAY – Small and remote coastal regions can prepare for a boost in tourism with the development of a collaborative marine tourism marketing and product venture. With funding from the Island Coastal Economic Trust, the BC Ocean Boating Tourism Association (BCOBTA) is entering into the third phase of its multi-year marketing program.

The AhoyBC.com website is a central component of this program. The site is a complete resource for marine tourists, offering everything from self-directed circle tour options to information on charters, west coast Aboriginal culture, marine parks, and more.

The next phase of the BCOBTA's work will enhance marketing for the Broughton Archipelago, Discovery Islands, and Vancouver Island West. These remote sub-regions are less-frequented by marine tourists and boaters, yet account for one-third of all BC ocean boating tourism revenue. Marketing efforts will include more detailed content for trip planning, attendance at boating shows and sending a video crew and travel writer to the Discovery Island region.

"The economic impact of marine tourism is huge, and even more so in remote regions and communities," explained David Mailloux, Chair of the BCOBTA. "Even though most boaters stay in the Salish Sea, those that venture to the remote sub-regions spend more because trip length is longer, party size is larger, and boats are bigger."

The Island Coast Economic Trust is contributing \$14,400 to the jointly-funded \$37,600 project to focus marketing efforts specifically on those remote regions. Enhanced community profiles, regional showcases and a presence at consumer shows are just some of the elements of the overall marketing effort.

"In 2014, marine tourists directly spent \$68 million in those three sub-regions alone, and the forecasts from the BCOBTA show that this project could generate a further \$12 million over the next five years," said ICET Chair Phil Kent. "Those numbers are significant, and that's why we are eager to see this effort get underway."

The Enhanced Marketing Project is expected to be complete by spring 2017.

About the Island Coastal Economic Trust

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-end-

For further information:

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Mayor Phil Kent, ICET Chair
City of Duncan
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mayor@duncan.ca

Michael McLaughlin, Project Manager
BC Ocean Boating Tourism Association
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bcobta@ruralfutures.ca



**Legislative and
Regulatory
Services
Department**

Legislative Services

#1 Centennial Square

Victoria

British Columbia

V8W 1P6

Tel (250) 361-0571

Fax (250) 361-0348

www.victoria.ca

January 7, 2016

Ms. Sherri Young
Secretary of the Board
National Energy Board
517 Tenth Avenue SW
Calgary, Alberta
T2R 0A8

Dear Ms Young:

**Re: Hearing Order OH-001-2014
Trans Mountain Pipeline ULC (Trans Mountain)
Application for the Trans Mountain Expansion Project
City of Victoria Written Argument**

Please find attached the City of Victoria's Written Argument in the above-noted matter.

Yours truly,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates
City Clerk

**Hearing Order OH-001-2014
Trans Mountain Pipeline ULC (Trans Mountain)
Application for the Trans Mountain Expansion Project**

Written argument-in-chief of the City of Victoria

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Summary

1. This is the final written argument of the Corporation of the City of Victoria (“Victoria”) with respect to Trans Mountain’s application to the National Energy Board (the “Board”) for a certificate of public convenience and necessity for the Trans Mountain Expansion Project (the “Project”).
2. For the reasons outlined below, Victoria submits that the Board must recommend that Trans Mountain’s application be dismissed because the Project is not in the public interest.¹
3. The public interest is defined in the Board’s Strategic Plan as “inclusive of all Canadians and refers to a balance of economic, environmental and social considerations that changes as society’s values and preferences evolve over time.”² The Project is not in the public interest because the risk to communities located along the tanker shipping route far outweigh any potential benefits.
4. The Board has identified twelve issues that will be considered during the hearing. The issue that is most relevant to Victoria and has been the focus of Victoria’s participation in the hearing to date is issue #5: “the potential environmental and socio-economic effects of marine shipping activities that would result from the proposed project, including the potential effects of accidents or malfunctions that may occur.” This submission will also focus on this issue.

¹ Section 52(2) of the [National Energy Board Act](#) outlines the considerations that the Board may take into account in making its recommendation regarding an application, including “any public interest that in the Board’s opinion may be affected by the issuance of the certificate or the dismissal of the application.”

² Found at <https://www.neb-one.gc.ca/bts/whwr/gvrnnc/strtgcpIn-eng.html>

5. The lack of submissions on the other eleven issues identified by the Board does not mean that Victoria has no concerns related to those issues or with the broader issues associated with the Project, such as the Project's contribution to climate change.

Victoria's Interest in the Project

6. Victoria is located on the southernmost tip of Vancouver Island. The shipping lanes for tankers carrying petroleum products from the Trans Mountain pipeline pass offshore within several kilometres of Victoria.
7. Victoria was incorporated on August 2, 1862 and is the Capital City of British Columbia.
8. Victoria is an urbanized municipality of 19.47 square kilometres, which serves as the metropolitan core for the Capital Region. According to the most recent federal census, in 2011, Victoria had a population of 80,017. The Capital Region had a population in 2011 of 344,615 and a land area of 2,340.48 square kilometres.³
9. If the Project is approved, the volume of product and number of tankers off the shores of Victoria will dramatically increase.
10. Victoria residents and Victoria City Council are very concerned about the environmental and socio-economic impacts to Victoria, its residents and businesses from Trans Mountain's proposed increase in tanker traffic, and particularly the impact of an oil spill.
11. Victoria City Council is responsible for:
 - providing for good government of its community,
 - providing for services, laws and other matters for community benefit,

³ Exhibit C84-2-2 – City of Victoria Evidence Submission ([A4L8Y1](#)) at page 2, paragraph 2.

- providing for stewardship of the public assets of its community, and
 - fostering the economic, social and environmental well-being of its community.⁴
12. A marine oil spill from a project tanker off the coast of Victoria will result in significant harm to the community's public assets and its economic, social and environmental well-being.
13. Public engagement conducted for purposes of this hearing clearly showed that Victoria residents are opposed to the Project.⁵ On April 30, 2015, Victoria formally expressed "its opposition to the proposed Trans Mountain Pipeline Expansion Project in light of the substantial risk to the economy and ecology."

Project Risk

14. Victoria's environment, economy and social well-being will be placed at great risk if the Project proceeds. Risk is often expressed as the probability of an event multiplied by its consequence. If the Project proceeds, the probability of a marine oil spill will increase significantly and the consequences could be catastrophic.
15. Victoria does not agree with Trans Mountain's assertion that the marine oil spill risk will remain the same if the Project is approved. It is clear that an increase in tanker traffic leads to an increased risk of an accident. Trans Mountain's own evidence indicates that the probability of a marine oil spill along the tanker route will increase significantly because of the Project from 1 spill in 309 years to 1 spill in 46 years.⁶

⁴ As outlined in section 7 of the [Community Charter](#), the provincial legislation governing British Columbia municipalities.

⁵ Exhibit C84-1-2 – City of Victoria Kinder Morgan Trans Mountain Pipeline Expansion Proposal Engagement Summary ([A4G3E6](#)) at page 38.

⁶ Exhibit B18-30 – V8A 5.2.5 to F5.3.2 MAR TRANS ASSESS ([A3S4Y4](#)) at page 1.

16. Victoria also does not agree that the current level of risk posed by tankers loading products from the existing pipeline is either acceptable or consistent with the public interest. If, as Trans Mountain suggests, the risk of an accident will be significantly reduced by its proposed enhanced risk control measures, those measures should be implemented now, regardless of whether the Project is approved.

Marine oil spill probability

17. Evidence presented by other intervenors demonstrates that even Trans Mountain's anticipated seven-fold increase underestimates the increased probability of a marine spill if the Project were to proceed.
18. An expert review of Trans Mountain's Marine Transport Risk Analysis commissioned by the Cowichan Tribes finds that "key conclusions drawn from the analysis are incomplete and misleading."⁷ The authors of the review identify a number of weaknesses associated with Trans Mountain's marine spill probability assessment, including the use of underlying data and inputs based on data and operating practices in the North Sea in the 1990's, rather than newer, local data and a failure to consider higher probability, lower consequence incidents. They conclude that "risk in the system is likely underpredicted."⁸
19. A report prepared for the Tsawout First Nation, Upper Nicola Band and Tsleil-Waututh Nation compares spill risk estimates using various accepted methodologies and concludes that:

Given the weaknesses in the methodology used in the TMEP application and the fact that this estimate is an outlier significantly below the estimates based on other methods,

⁷ Exhibit C86-12-5 – Appendix G to Written Evidence of Cowichan Tribes ([A4L9Z8](#)) at page 2.

⁸ Ibid. at page 3.

*the tanker spill risk estimate NewCase1c in the TMEP application is an inaccurate and unreliable estimate of tanker spill risk.*⁹

Potential marine oil spill effects - general

20. An oil spill along the tanker route will have significant, and potentially catastrophic, environmental, economic and social impacts to communities in the vicinity of the spill.
21. Trans Mountain identifies the following impacts that would result from a marine oil spill:
- environmental impacts on shorelines and near shore habitats, marine fish communities, marine birds and marine mammal and their respective habitats
 - economic impacts, such as impacts on commercial fishing, tourism and recreation and property damage
 - acute and chronic impacts on human health, and
 - impacts on community well-being, including psychological effects, impacts on cultural and heritage resources, aboriginal culture and subsistence use and local infrastructure and services.¹⁰
22. Victoria disagrees with Trans Mountain's conclusion that these environmental, economic and social impacts are not significant because they are not likely. It is clear that the Board considers likelihood of an adverse effect to be a separate determination from the effect's significance. The Board Filing Manual provides the following guidance to applicants evaluating the significance of environmental and socio-economic effects:
- Evaluating environmental and socio-economic effects consists of assessing:*
- *whether the effects are adverse;*
 - *whether the adverse effects are significant; and*

⁹ Exhibit C355-15-27 – Tsawout First Nation Expert Report. An Assessment of Spill risk for the TMEP ([A4Q1G5](#)) at page 5.

¹⁰ Exhibit B18-33 – V8A 5.5.2 F5.5.2 to 5.6.2.2 MAR TRANS ASSESS ([A3S5Q3](#)) at pages 4 to 26.

- *whether the significant adverse effects are likely.*

.....

The following criteria may be useful in assessing the significance of a project's adverse effects:

- *magnitude;*
- *duration;*
- *frequency;*
- *geographic extent;*
- *ecological context; and*
- *reversibility or degree of permanence.*

....

Assessing the likelihood of significant adverse effects must be based on the probability of occurrence and state the level of scientific uncertainty.¹¹

23. It is also clear from the language used to frame issue #5, that the Board must consider all “potential” effects of marine shipping activities in making its recommendation, and not just those that are “likely.”
24. If the criteria outlined by the Board in its Filing Manual are used in assessing the significance of the Project's adverse effects, it is clear from Trans Mountain's own evidence that the potential effects of a marine oil tanker accident or malfunction are significant because they will be widespread, long-lasting and permanent.
25. Serious adverse socio-economic effects identified by Trans Mountain include permanent loss of critical heritage resources:

Heritage resources could be affected by a spill in a number of ways. Oil and clean-up activities can directly damage artifacts and sites or disturb their context, which may result in permanent loss of information critical to scientific interpretation.¹²

¹¹ [NEB Filing Manual](#) at page 86

¹² Exhibit B18-33 – V8A 5.5.2 F5.5.2 to 5.6.2.2 MAR TRANS ASSESS ([A3S5Q3](#)) at page 9.

26. Trans Mountain indicates that social impacts of a spill can persist for years and include an increase in destructive behaviours, such as drinking, drug abuse and domestic violence and an increase in serious medical conditions, such as depression, anxiety and post-traumatic stress disorder:

Research has shown that in the event of an oil spill, affected communities and individuals may experience a number of psycho-social effects. Culture is an important factor that affects the potential psycho-social effects of a spill. Documented effects include: declines in traditional social relations with family members, friends, neighbours and coworkers; a decline in subsistence production and distribution activities; perceived increases in the amount of and problems associated with drinking, drug abuse, and domestic violence; and a decline in perceived health status and an increase in the number of medical conditions verified by a physician including depression, anxiety and post-traumatic stress disorder. These effects may be short-term or persist for years in individuals or groups most directly affected by a spill.¹³

27. Trans Mountain also identifies serious environmental impacts associated with a marine oil spill. For example, Trans Mountain indicates that death of fish, birds, seals, sea lions, whales and otters should be expected from a spill at Race Rocks, a provincially-designated Ecological Reserve, which is located close to Victoria and selected for spill modeling purposes as “Location G.”

Shorebirds generally have low sensitivity to oiling when compared to other guilds... Heavily oiled individuals would probably die; however, and even lightly oiled individuals could transfer sufficient oil to eggs to cause egg mortality, if exposure occurred shortly before or during the period when eggs were being incubated. the potential for environmental effects on shorebirds of crude oil exposure from an accidental spill at this site is high.¹⁴

....

¹³ Ibid. at page 10.

¹⁴ Exhibit B18-35 – V8A 5.6.2.3.1 to T5.6.2.23 MAR TRANS ASSESS ([A3S4Y8](#)) at pages 11 and 12.

*There is a relatively high probability of exposure for aquatic birds in the event that an oil spill occurs. ... it is likely that seabirds would be exposed to oil, and would die as a result of that exposure, so that the effect magnitude would be high.*¹⁵

....

*There is a relatively high probability of exposure for seals and sea lions in the event of an accidental oil spill. While some level of negative effect would be expected for animals exposed to oil, the effects would not likely be lethal, except in the case of weaker animals such as pups or older and diseased animals.*¹⁶

....

*There is a relatively high probability of exposure for whales should an oil spill occur at this location. Some level of negative effect would be expected for animals exposed to oil, but the effects would not likely be lethal, except in the case of weaker animals such as calves or older and diseased animals, or animals that were exposed to heavy surface oiling and inhalation of vapours from fresh oil, as could occur in the immediate vicinity of the spill location.*¹⁷

....

*There is a relatively high probability of exposure for some of otters along the marine transportation route, in the event of an oil spill. Some level of negative effect would be expected for animals exposed to oil. Exposure during the winter season would be more stressful than exposure during the summer, but in either case, the combination of hypothermia and damage to the gastro-intestinal system caused by oil ingested through grooming the fur would have the potential to cause death.*¹⁸

28. Evidence from other intervenors supports the conclusion that the potential effects of an accident or malfunction associated with a Project-related tanker would be significant.

29. Fisheries and Oceans Canada's "Recovery Strategy for the Northern and Southern Resident Killer Whales (*Orcinus orca*) in Canada" clearly states that the impact of an oil spill on the killer whale population could be catastrophic:

¹⁵ Ibid. at page 12.

¹⁶ Ibid. at page 16.

¹⁷ Ibid.

¹⁸ Ibid.

While the probability of either northern or southern resident killer whales being exposed to an oil spill is low, the impact of such an event is potentially catastrophic. Both populations are at risk of an oil spill because of the large volume of tanker traffic that travels in and out of Puget Sound and the Strait of Georgia (Baird 2001, Grant and Ross 2002) and the proposed expansion of tanker traffic in the north and central coast of BC.

.....

Killer whales do not appear to avoid oil, as evidenced by the 1989 Exxon Valdez oil spill in Prince William Sound, Alaska. Less than a week after the spill, resident whales from one pod were observed surfacing directly in the slick (Matkin et al. 1999). Seven whales from the pod were missing at this time, and within a year, 13 of them were dead. This rate of mortality was unprecedented, and there was strong spatial and temporal correlation between the spill and the deaths.¹⁹

30. A report filed by BC Nature and Nature Canada shows that a catastrophic marine bird mortality event could result from a marine oil spill:

As an example, the Fraser River Estuary, which includes Boundary Bay, Roberts Bank and Sturgeon Bank, provides important habitat for hundreds of thousands of migratory birds during the spring migration period. If an oil spill resulted in oiling of these areas during the spring migration period, a catastrophic marine bird mortality event involving hundreds of thousands (or more) birds could potentially ensue. Further, many of the marine bird species involved in this mortality event would be species at risk. This is one of several potential worst-case ecological oil spill scenarios, in terms of marine birds, yet this possibility and its potential effects were not assessed in the proponent's PQERA. Although this is a low probability scenario it is one of extremely high consequence; estimates of ecological consequences and recovery times following a worst-case ecological scenario such as this are warranted.²⁰

31. The City of Vancouver commissioned independent expert evidence to provide an assessment of the potential economic cost of an oil spill in the Burrard Inlet on key ocean-dependent economic activities within the City of Vancouver. Professor Sumalia

¹⁹ Exhibit C356-2-8 – DFO 2011 Recovery Strategy for the Northern and Southern Resident Killer Whales in Canada ([A3W8G5](#)) at page 47.

²⁰ Exhibit C24-12-2 – BC Mature and Nature Canada Written Evidence ([A4L8K8](#)) at page 15.

estimates that, if a 16,000 m³ hydrocarbon spill were to occur in Burrard Inlet, Vancouver's ocean-dependent activities could suffer total losses up to \$1,230 million in output value, 12,881 person years of employment and \$757 million in GDP.²¹

32. The examples cited above are only a small sampling of the evidence filed by intervenors that demonstrates the significant environmental and socio-economic impacts associated with a marine oil spill.
33. The perceptions of members of the public also provide a useful measure of the significance of the environmental and socio-economic assets that will be affected in the event of a marine oil spill.
34. Evidence presented by both Victoria and other intervenors demonstrates that members of the public highly value the assets that may be impacted by a marine oil spill and would consider any damage to those assets to be significant.
35. Victoria residents are very concerned about the possible consequences of a marine oil spill. Top concerns for respondents to a City-hosted survey were:
 - impacts to marine mammals and birds (93% very concerned)
 - impacts to fish populations (92% very concerned)
 - impacts to water quality (90% very concerned)
 - impacts to human health (74% very concerned), and
 - damage to cultural and historic resources (74% very concerned).²²
36. Individual survey responses demonstrate that Victorians feel the impact of a marine oil spill will be significant:

²¹ Exhibit C77-27-1 – Written Evidence of the City of Vancouver ([A4L7V8](#)) at pages 92 to 94.

²² Exhibit C84-1-2 – City of Victoria Kinder Morgan Trans Mountain Pipeline Expansion Proposal Engagement Summary ([A4G3E6](#)) at page 62.

- *A spill would be terrible for the south island especially the impact on wildlife, birds, fish and other sea and shore creatures*²³
- *A spill could ruin our coastline tourism and all the economic benefits related to the ocean that we currently enjoy*²⁴
- *Nothing, no amount of riches or goods, can make up for losing the beauty and health of our home. It should never be risked.*²⁵
- *I have small children and when I think of what we are risking for the sake of the dollar it makes me very sad. We live in an ecological paradise and we're willing to throw it all away for NOTHING.*²⁶
- *Regardless of how much money this project brings in, once there is an oil spill the environment is destroyed forever. We live in the most beautiful area of Canada and tourism is an important part of our economy.*²⁷
- *At worst a spill would catastrophically undermine the integrity of our invaluable natural marine resources.*²⁸

37. As self-governing peoples with aboriginal rights and title, the perspectives of First Nations communities are particularly important when considering the values that may be affected by a marine oil spill and the significance of those values to individual communities. For example, the Matsqui First Nation presented as evidence its own assessment of impacts under various potential spill events, which focused on key Matsqui First Nation values and found that the impacts of a spill on those values would be very significant:

We see these values as an expression of who we are and of what it means to be a self-governing people. The values are an expression of our aboriginal rights and title: to use and occupy, manage, govern and rely upon our lands, waters and resources. They are also an expression of our human rights: to be physically and emotionally healthy, to have positive relationships within our community and with the communities around us, and to

²³ Ibid. at page 54.

²⁴ Ibid. at page 66.

²⁵ Ibid. at page 69.

²⁶ Ibid. at page 69.

²⁷ Ibid. at page 73.

²⁸ Ibid. at page 73.

maintain our culture and our traditions while pursuing growth and economic self-sufficiency.

.....

The Impact Assessment concludes that not only are spills more likely than predicted by the Proponent, but that the impacts of such spills on Matsqui First Nation values would be very significant. Rather than purely a theoretical analysis, the use of scenarios enabled us to understand what a major oil spill would actually mean to our way of life.

Not surprisingly, the most profound impact would be a spill of oil that reaches our fishing area at the Fraser River or that otherwise affects the Matsqui fishery. The Impact Assessment describes the potentially devastating implications of the loss of the fishery on our way of life. While the precise implications of a spill of diluted bitumen on fish and fish habitat is still uncertain, the scenarios demonstrate the risk that is expected to be borne by our community, which is so heavily dependent on fishing and fish to sustain our culture and to feed our people.

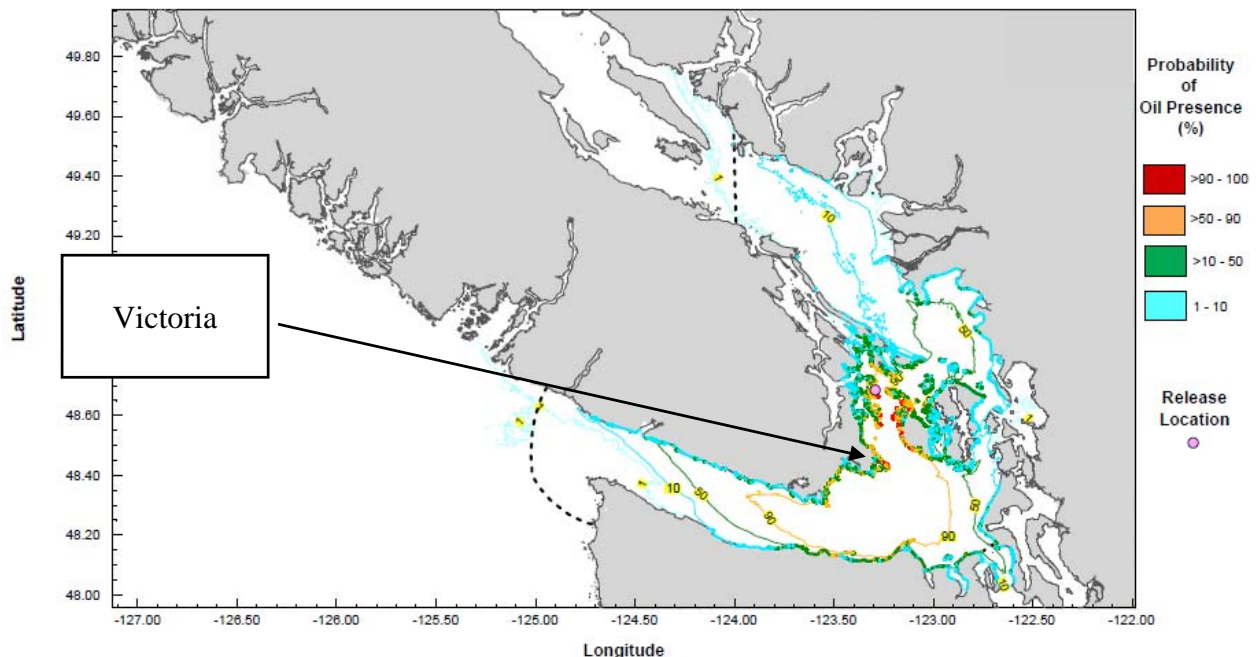
In its description of the losses associated with potential spill scenarios, the Impact Assessment seeks to address one of the fundamental challenges that Matsqui First Nation faces in participating in the NEB process and others like it. It is extremely difficult to describe the impacts on Matsqui First Nation values in a way that can inform a traditional cost-benefit or "public interest" analysis. For example, how do we explain the extent of the loss to our community of having our fishery shut down for a year? Or explain why buying replacement food at the grocery store could never be sufficient to address that loss?²⁹

Potential marine oil spill effects - Victoria

38. Because of its extensive marine shoreline, sensitive marine ecosystems and marine-based economy, Victoria is particularly at risk of significant impacts from a marine oil spill.

²⁹ Exhibit C227-7-1 – Matsqui First Nation Letter to NEB re Written Evidence ([A4L818](#)) at pages 3 and 4.

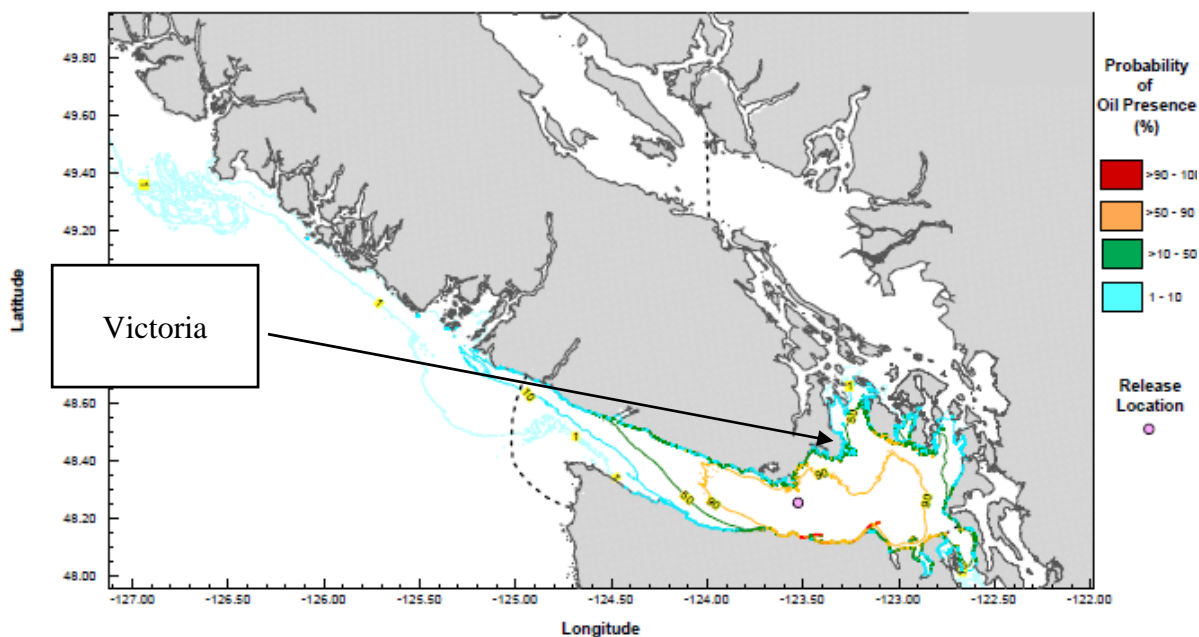
39. Although any spill in the waters off Victoria could have disastrous impacts, these impacts will be greatest if oil reaches Victoria shorelines. Victoria has a total shoreline length of 24.2 km, which includes natural areas and parks, homes, regional transportation facilities, businesses and industry.
40. It is evident from Trans Mountain's oil spill studies that Victoria shorelines will likely be oiled if a spill were to occur at any of the three locations selected by Trans Mountain for oil spill modelling: Arachne Reef, Race Rocks or the Strait of Georgia.
41. A map included with Trans Mountain's evidence and reproduced below shows a 90% probability that Victoria's shorelines will be oiled if a spill occurred at Arachne Reef.³⁰ Trans Mountain indicates that a spill at this location would quickly reach shorelines and would result in about 309 km of shoreline affected.³¹



³⁰ Exhibit B18-36 - V8A 5.6.2.4.1 F5.6.2.9 to F5.7.3.3 MAR TRANS ASSESS ([A3S4Y9](#)) at page 1 (Victoria locational marking added for emphasis).

³¹ Exhibit B315-14 – Trans Mountain Response to City of Victoria IR No. 2 ([A4H8L0](#)) at page 15.

42. Trans Mountain's evidence also shows a 50% probability that Victoria's shorelines will be oiled if a spill occurred at Race Rocks. As can be seen from the map reproduced below, in this scenario, there is also a 90% probability that the waters off Victoria will be oiled.³²



43. A possible accident location closer to Victoria was also identified by Trans Mountain: Location "F" - Brotchie Pilot Boarding Area. However, Trans Mountain states that this location was not selected for spill modeling because a possible collision with another vessel is a low probability event. A request from Victoria for spill modelling at that location was denied by Trans Mountain.³³

44. Although Trans Mountain provides no evidence specific to the impacts of an oil spill on Victoria, the evidence presented by Victoria clearly demonstrates that any marine oil spill

³² Exhibit B18-35 – V8A 5.6.2.3.1 to T5.6.2.23 MAR TRANS ASSESS ([A3S4Y8](#)) at page 2 (Victoria locational marking added for emphasis).

³³ Exhibit B315-14– Trans Mountain Response to City of Victoria IR No. 2 ([A4H8L0](#)) at page 15.

would have a significant impact on the economic, social and environmental well-being of the community.

45. Victoria is located in one of the most biologically rich and diverse bioregions in North America.

46. As described in this excerpt from Victoria's Official Community Plan,³⁴ the natural environment has a significant impact on Victoria's economy and well-being:

*Human well-being and nearly all economic activity depend on a healthy natural environment, both locally and globally. Even in a modified urban environment such as Victoria's, the natural environment provides essential ecosystem services, the fundamental life supports upon which human settlements and a wide variety of plants and animals depend. These services include clean air and water, waste decomposition, nutrient cycling and carbon sequestration. Victoria's spectacular setting and unique ecosystems are part of the community's identity, and support sectors such as recreation and tourism.*³⁵

47. Victoria encompasses several sensitive shoreline ecosystems that may be particularly affected by an oil spill occurring off its coastline. This includes two sensitive "Coastal Bluff" ecosystems, which are considered ecologically important because they support a large number of plant and animal species that have adapted specifically to this harsh environment. Coastal Bluff ecosystems are rare and contain highly specialized habitats for many species unique to these areas.³⁶

³⁴ An Official Community Plan is one of the most important guiding documents for a community. It is a 30-year plan that provides direction for growth and change. Victoria's new Official Community Plan was adopted by Council in 2012 after two and a half years of public consultation with more than 6,000 people.

³⁵ Exhibit C84-2-2 – City of Victoria Evidence Submission ([A4L8Y1](#)) at page 9, paragraph 23.

³⁶ Ibid. at page 9, paragraph 25.

48. Victoria's Outer Harbour has also been assigned a high to very high harbor ecological rating. A "Very High" rating is attached to the most ecologically valuable shore units in the harbour, with very little human alteration and high diversity and importance to species.³⁷
49. Victoria's shorelines support several protected plant and wildlife species that may be impacted by an oil spill. The entire Victoria shoreline is included within the Victoria Harbour Migratory Bird Sanctuary, which was established in 1923.³⁸ Two plant species protected under the Federal *Species at Risk Act* can be found along the shoreline of Beacon Hill Park.³⁹
50. The waters off of Victoria are included in the Federal Government-designated southern resident killer whales' critical habitat.⁴⁰ This means that the waters off of Victoria have been recognized as being necessary for the survival of this species.
51. There will also be significant social impacts to Victoria from a marine oil spill.
52. Victoria's shoreline parks and other public spaces, in particular, are major contributors to the community's well-being that are at significant risk. Victoria's Official Community Plan describes the important role that parks play in the community:

Parks, open spaces and recreational facilities serve many different uses in an urban environment. They help to improve the livability of densely developed areas, enable active lifestyles and personal health, provide spaces for respite and contemplation, highlight historic and cultural landscapes, and provide indoor and outdoor gathering

³⁷ Ibid. at page 10, paragraph 26

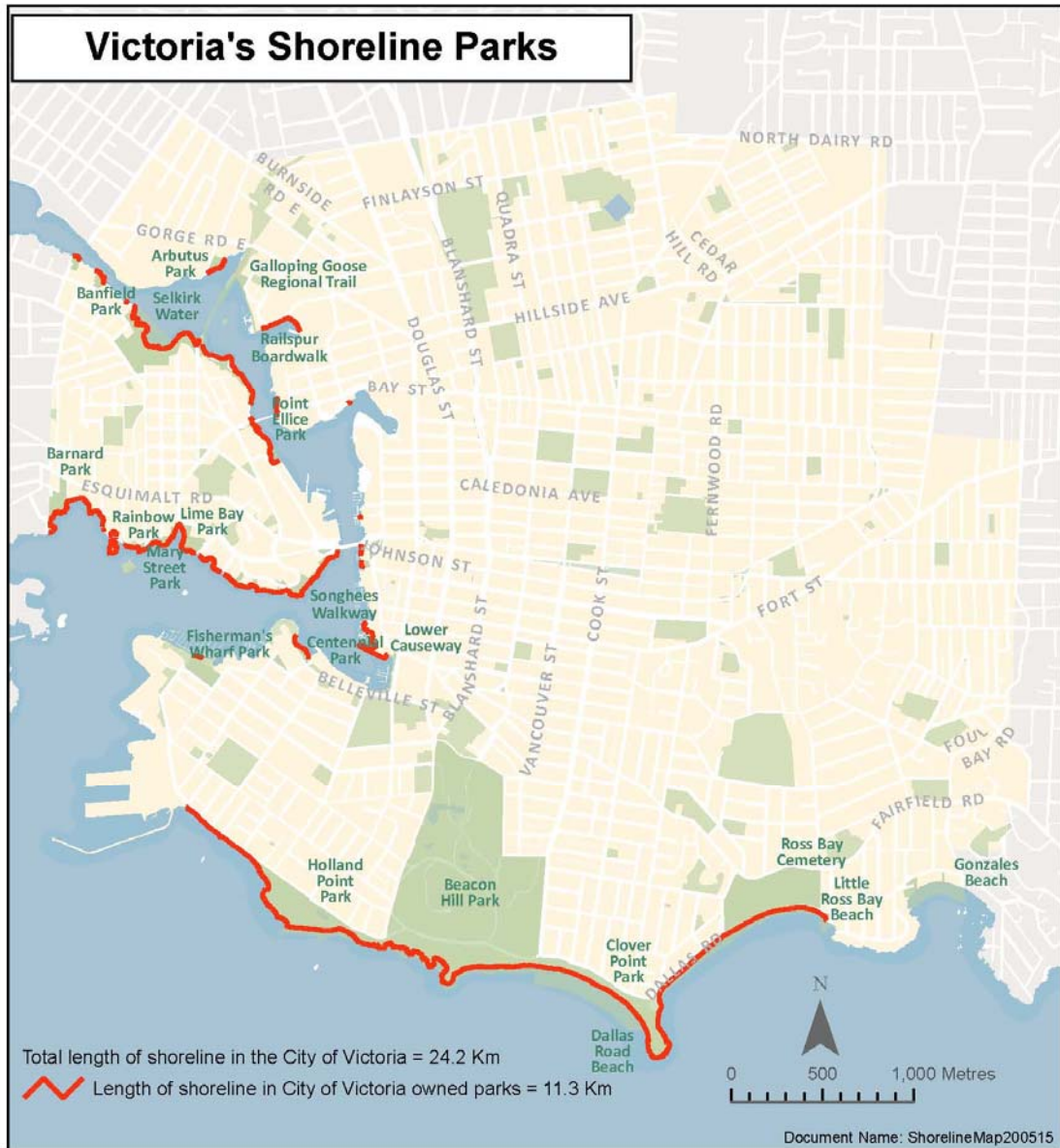
³⁸ Ibid. at page 10, paragraph 28

³⁹ Ibid. at page 10, paragraph 27

⁴⁰ Ibid. at page 10, paragraph 29

places. Many parks and open spaces also play an important role in providing animal and plant habitat and maintaining ecosystem services.⁴¹

53. As shown in the map below, City-owned parks comprise close to half of Victoria's total shoreline.⁴²



⁴¹ Ibid. at page 13, paragraph 31. Quote is from Victoria's Official Community Plan.

⁴² Ibid. at page 13, paragraph 33

54. Oiling of park shorelines would not only cause harm to the natural environment and any shoreline archaeological features in these parks, but also significantly impact recreational use.
55. The park that will be most significantly impacted by an oil spill is Beacon Hill Park, which is considered the crowning jewel in Victoria's park system. Beacon Hill Park and its adjoining parks and beaches include approximately 5 km of shoreline and are popular destinations for both residents and visitors for their natural environment, manicured gardens, recreational opportunities and archaeological and heritage features.⁴³
56. Victoria will also experience significant negative economic impacts from a marine oil spill.
57. As described in the excerpt from Victoria's Official Community Plan reproduced below, Victoria's economy is closely tied to its marine environment. Victoria's harbour is a prized asset and is a means to supporting green transportation, connectivity, vibrancy and investment downtown:

Victoria's economy is largely based on government, tourism and commercial activities serving the local population. The Inner Harbour functions as an economic gateway with marine and air transportation that support the city's role as the provincial capital and tourist destination while the Outer and Upper Harbour continues to host waterfront industries.⁴⁴

58. Victoria's tourism industry, in particular, will be decimated by a marine oil spill. Victoria's shoreline and marine environment are essential parts of its tourism appeal.

⁴³ Ibid. at page 13, paragraph 35

⁴⁴ Ibid. at page 15, paragraph 37.

59. Tourism is the second largest private sector employer in Greater Victoria. It is a \$1.9 billion dollar industry in Greater Victoria with more than 21,700 people directly employed in the tourism sector.⁴⁵
60. The experience in other communities that have experienced marine oil spills shows that all of these employees and businesses will be put at risk if the Project is approved. A study of the impact of the Deepwater Horizon oil spill in the Gulf of Mexico estimated a \$22.7 billion impact over a period of three years to US coastal economies. A review of disasters affecting tourism destinations conducted as part of that study revealed that the impact endures beyond the resolution of the crisis itself due to brand damage and ongoing traveler misperceptions.⁴⁶

Marine spill response capacity

61. The lack of sufficient, effective marine oil spill response capacity increases the possible consequences of a marine oil spill, both in Victoria and other coastal communities along the tanker route.
62. A variety of agencies are involved in responding to marine oil spills, including local government emergency responders. Victoria recognizes that Trans Mountain and Western Canada Marine Response Corporation (WCMRC) are not solely responsible for marine emergency response in BC coastal waters and that any gaps in current marine spill response capacity cannot be attributable to, or resolved by, those two entities alone. Nonetheless, these gaps are relevant to the Board review of the Project because they increase the potential negative effects of any marine oil spill from a Project-related tanker.

⁴⁵ Ibid. at page 15, paragraph 40.

⁴⁶ Ibid. at page 15, paragraph 41.

63. The only way to ensure an effective response to an oil spill is through comprehensive multi-agency planning and training, followed by testing and exercising to identify any gaps.
64. None of these activities have occurred in Victoria. There are no coordinated oil spill response plans in place for Victoria's harbour or offshore waters. Victoria's emergency responders have had no marine oil spill response training. Other than one marine oil spill table-top emergency exercise several years ago, Victoria staff have not participated in recent memory with WCMRC or the Province of British Columbia in any table-top or on-water emergency response exercises.⁴⁷
65. Other municipalities intervening in this hearing have also indicated that they have not been included as participants in marine oil spill response planning, training or exercises and that plans for responding to a marine oil spill near their communities are insufficient.
66. The City of Vancouver has only been invited to participate in exercises as an observer. Observations made by Vancouver staff during those exercises raised concerns that there is insufficient capacity to respond to the current risk.⁴⁸
67. The City of Port Moody's Fire Chief indicates that their Fire Department has been given no guidance or information from Trans Mountain about how to respond to an oil spill that enters Port Moody waters.⁴⁹
68. The North Shore Emergency Management Office, serving the District of North Vancouver, the City of North Vancouver and the District of West Vancouver, indicates

⁴⁷ Ibid. at page 17, paragraph 47.

⁴⁸ Exhibit C77-27-1 – Written Evidence of the City of Vancouver ([A4L7V8](#)) at page 54, lines 11 to 21.

⁴⁹ Exhibit C74-11-2 – Evidence of Remo Faedo Port Moody ([A4L7Q5](#)) at page 3, lines 6 to 8.

that no table top exercises have been done by WCMRC specifically with the North Shore municipalities.⁵⁰

69. The response to the April 8, 2015 Marathassa Oil Spill in Vancouver’s English Bay shows how the lack of preparedness and coordination among all interested stakeholders reduces the effectiveness of marine oil spill response efforts. Evidence from the City of Vancouver and the North Shore Emergency Management Office show that the ability of local government emergency responders to launch an effective response to that incident was compromised by a lack of planning and coordination. Issues included:

- Delays in the notification process - Vancouver was not notified of the spill until more than 12 hours after it was reported.⁵¹ North Shore Emergency Management Office was notified 14 hours later.⁵²
- Delays in obtaining necessary information - The Canadian Coast Guard waited four hours before informing the North Shore Emergency Management Office that the spill had reached 500 m from the West Vancouver shoreline.⁵³
- Gaps in Incident Management Team and Incident Command System Implementation – There was a very uneven level of proficiency among federal agencies and other partners in the Incident Command Post.⁵⁴
- Gaps in Spill Science and Environmental Protection – Shoreline Cleanup and Assessment Technique teams did not fully survey all necessary shoreline areas,

⁵⁰ Exhibit C73-5-1 – Affidavit of Dorit Mason ([A4L6L4](#)) at page 4, paragraph 4.1.

⁵¹ Exhibit C77-27-1 – Written Evidence of the City of Vancouver ([A4L7V8](#)) at page 40, lines 3 to 5.

⁵² Exhibit C73-5-1 – Affidavit of Dorit Mason ([A4L6L4](#)) at page 5, paragraph 5.1.

⁵³ Ibid. at page 5, paragraph 5.2.

⁵⁴ Exhibit C77-27-1 – Written Evidence of the City of Vancouver ([A4L7V8](#)) at page 40, lines 10 to 20.

shoreline assessment maps were incomplete and inaccurate and insufficient environmental sampling and monitoring was conducted.⁵⁵

Project Benefits

70. Any benefits of the Project are vastly outweighed by the significant risks.
71. Trans Mountain cites a variety of general economic benefits to Canada, British Columbia and Alberta associated with the Project, including an increase in the GDP, an increase in taxes and an increase in job opportunities. Victoria is unable to comment on whether these anticipated benefits are realistic or achievable.
72. However, it is clear from Victoria's evidence that the environmental, economic and social values that are at risk from an accident or malfunction are of far greater significance and value to the community than any purely financial benefits that will be achieved from the Project.
73. This disparity between risk and benefit is particularly true for coastal communities, such as Victoria, that will bear all of the risk associated with a marine oil spill and receive no direct financial benefits from the Project.
74. Victoria asked Trans Mountain to provide information regarding the specific benefits that businesses and residents of Victoria and the Capital Regional District could expect from construction and operation of the Project. Trans Mountain was unable to identify a single, tangible financial benefit that would accrue specifically to Victoria or the region from the Project.⁵⁶

⁵⁵ Ibid. at page 41, lines 8 to 19 and page 42, lines 1 and 2.

⁵⁶ Exhibit B315-14 – Trans Mountain Response to City of Victoria IR No. 2 ([A4H8L0](#)) at pages 3 to 5.

Comments on Draft Conditions

75. Victoria has reviewed the draft conditions that directly relate to marine shipping and provides the following comments.
76. Victoria is in support of the following draft conditions:
- #77 – Plan for implementing, monitoring and complying with marine shipping-related commitments
 - #114 – Marine shipping-related commitments
 - #115 – Updated Tanker Acceptance Standard
 - #137 – Ongoing implementation of marine shipping-related commitments
77. With regard to draft condition #128 – Marine Mammal Protection Program, Victoria submits that item a) under the list of program requirements be revised as follows: “the goals and objectives of the program, determined in collaboration with appropriate government authorities, any potentially affected stakeholders and Aboriginal groups, including a discussion on how they align with the applicable Fisheries and Oceans Recovery Strategies and Action Plans.” Without input and review from other agencies and stakeholders, it is unclear how the Board will be able to determine whether the goals and objectives set out by Trans Mountain in its Marine Mammal Protection Program will be meaningful or effective.
78. Victoria submits that an additional condition or conditions must be added to address the current gaps with respect to marine oil spill preparedness outlined in this argument. Similar to conditions #119 and #120, this condition should require that Trans Mountain file the following documents with the Board prior to commencing operations:

- Copies of local marine oil spill emergency response plans for communities located along the tanker route, developed by WCMRC in collaboration with local government emergency responders and other agencies, and
- A description, and schedule of, emergency response exercises that WCMRC has conducted with local government emergency responders and other agencies and WCMRC's plans for future exercises to test a variety of scenarios during the Project's operational life.

Conclusion

79. In making its recommendation, the Board must consider “the potential environmental and socio-economic effects of marine shipping activities that would result from the proposed project, including the potential effects of accidents or malfunctions that may occur.” The potential effects to communities located along the marine oil tanker route are numerous and significant.
80. If the Project is approved, the volume of product and number of tankers off the shores of Victoria will dramatically increase.
81. Victoria's environment, economy and social well-being will be placed at great risk. The probability of a marine oil spill will increase significantly and the consequences could be catastrophic.
82. Because of its extensive marine shoreline, sensitive marine ecosystems and marine-based economy, Victoria is particularly at risk of significant impacts from a marine oil spill. There is a high probability that a marine oil spill from a Project-related tanker will reach Victoria's shorelines.

83. The lack of sufficient, effective marine oil spill response capacity increases the possible consequences of a marine oil spill, both in Victoria and other coastal communities along the tanker route. If the Project is approved, conditions must be put in place to ensure that Trans Mountain and WCMRC address these gaps in marine oil spill preparedness.
84. The Project is not in the public interest because the risk to communities located along the tanker shipping route far outweigh any potential benefits. Victoria itself will receive no direct benefits, while incurring significant risk.
85. For these reasons, Victoria submits that the Board must recommend that Trans Mountain's application be dismissed.

June 9, 2016 Council:

THAT Council request that the Mayor, on behalf of Council, write to the Prime Minister of Canada, re-iterating the City of Victoria's opposition to the Trans Mountain Pipeline Expansion Project and requesting that the Federal Government decline the application.

AND THAT the City forward a copy of the letter to the Premier of British Columbia and member local governments of the Union of BC Municipalities, encouraging similar advocacy to the Federal Government to ensure the Trans-Mountain Pipeline Expansion Project does not proceed.

Alicia Ferguson
Committee Secretary
City of Victoria
1 Centennial Square, Victoria BC V8W 1P6

T 250.361.0206

F 250.361.0348





July 26, 2016

Dear Mayor and Council,

On behalf of Victoria City Council, I am writing to share with you a copy of Victoria City Council's letter to Prime Minister Trudeau, requesting that the Federal Government decline the Trans Mountain Pipeline Expansion Project application.

Through earlier engagement with our citizens leading up to the opportunity to speak as an intervenor, we heard overwhelming opposition to the proposed pipeline from our citizens. Many expressed strong concerns about the increased potential for shipping accidents and oil spills.

Our communities are located in one of the most biologically rich and diverse bioregions in North America. Our extensive marine shorelines and coastlines encompass several sensitive ecosystems that are particularly vulnerable to the effects of an oil spill. The natural environment is very important to residents in the region, providing economic and social benefits, shaping our community's identity and supporting sectors such as tourism and recreation.

For these reasons, I am asking that your Council consider similar advocacy in writing to the Federal Government to request that they decline the Trans Mountain Pipeline Expansion Project application.

Sincerely,

Lisa Helps
Victoria Mayor



July 25, 2016

Reference: 258988

Russell Dyson
Chief Administrative Officer
Alberni Clayquot Regional District
3008 5th Avenue
Port Alberni BC V9Y 2E3

Dear Russell Dyson:

Re: Exercise Coastal Response 2016

On behalf of the Emergency Management BC team, I would like to express our sincere gratitude to you and the entire community in Port Alberni for the tremendous support that you provided to the Province during Exercise Coastal Response, 2016.

From the very early stages of planning, the collective team in Port Alberni including the hundreds of volunteers and actors demonstrated a high degree of engagement and enthusiasm for this effort and proved instrumental in ensuring the success of Exercise Coastal Response 2016.

We could not have had a more supportive partner and we look forward to continuing to work with you through the learning associated with the exercise. With that information in hand, we can continue on the course of continuous improvement to enhance and strengthen our joint operational preparedness for future emergencies and disasters.

Sincerely,

Rebecca F. Denlinger
Deputy Minister

Copy to:

Carol McClintock, Executive Director
Emergency Management BC

**Ministry of Transportation
and Infrastructure**

Office of the
Deputy Minister
Emergency Management

Mailing Address:
PO Box 9850 Stn. Prov. Govt.
Victoria, BC V8W 9T5
Telephone: 250-356-9400

Location:
4B 940 Blanshard Street
Victoria, BC V8W 2H3
www.gov.bc.ca/tran



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25-07-2016

Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

File: CR-12-01
Ref: SD 2016 Jun 24

JUL 18 2016

The Honourable Mary Polak
Minister of Environment
PO Box 9047, Stn Prov Govt
Victoria, BC V8W 9E2
VIA EMAIL: env.minister@gov.bc.ca

COPY

Dear Minister Polak:

Re: Mattress and Bulky Furniture Extended Producer Responsibility

At its June 24, 2016 regular meeting, the Board of Directors of the Greater Vancouver Sewerage and Drainage District ('Metro Vancouver') considered a report on issues related to mattress recycling and disposal in the Metro Vancouver region and adopted the following resolution:

That the GVS&DD Board:

- a) *write a letter to the Minister of Environment requesting an amendment to the B.C. Recycling Regulation to require the implementation of an Extended Producer Responsibility (EPR) program for mattresses and other bulky furniture by 2017; and*
- b) *copy all municipalities and regional districts in the Province on the letter.*

The Province of B.C. has been a leader in implementing extended producer responsibility (EPR) programs for a broad range of products, including most recently packaging and printed paper, has improved the management of many products in British Columbia. Responsibility for recycling these products has been shifted from municipalities to producers, convenient systems have been put in place for recycling of materials that may create negative environmental impact, and producers are now considering the full-life cycle impacts of their products by implementing design changes.

Building upon the success of current EPR programs, Metro Vancouver believes that it is important to move forward with the implementation of EPR programs for mattresses and bulky furniture. Mattresses and other furniture are specifically identified in the Canadian Council for Ministers of the Environment Canada-Wide Action Plan for EPR as targets for new EPR programs by 2017. The Ministry of Environment has previously communicated its intent to implement EPR programs for mattresses and bulky furniture by 2017.

An estimated 165,000 mattresses are recycled each year in the Metro Vancouver region, of which approximately 60,000 are handled at Metro Vancouver transfer stations. An additional 32,000 mattresses and 59,000 bulky furniture items are picked up by municipalities, either through illegal dumping clean-up programs or large item pick-up programs. Recycling generates significant energy

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savings and greenhouse gas benefits, but at significant cost to taxpayers. Metro Vancouver estimates the cost to regional taxpayers of illegal dumping clean-up and bulky items pick-up programs for mattresses and bulky furniture to be as high as \$5,000,000 per year.


Establishing an EPR program for mattresses and bulky furniture would result in a number of benefits:

1. The cost for collection and recycling of mattresses and bulky furniture would be incorporated into the price of the items rather than being funded by municipal taxpayers.
2. Variability in commodity markets would not impact the potential for recycling mattresses.
3. Mattress production could be changed or alternatively innovative recycling systems could be implemented to manage hard-to-recycle products such as pocket-coil mattresses
4. Mattresses could be recycled by businesses and residents free of charge, reducing the potential for illegal dumping

Within the last year or so, new mattress EPR programs have launched in California, Connecticut and Rhode Island. Given a common pool of mattress and bulky furniture brand owners operating in the United States and Canada, this is a key time to begin moving forward to include these product categories in the *B.C. Recycling Regulation*.

We thank you in advance for your consideration of this request. We would be pleased to discuss how we can work together as partners to facilitate the implementation of this and other EPR programs. Please feel free to contact me to discuss further, or have your staff contact Andrew Doi of the Solid Waste Services Department.

Yours truly,



Greg Moore
Chair, Metro Vancouver Board

GM/PH/sw

cc: All Municipalities and Regional Districts in the Province of BC

Encl: "Mattress Recycling Update" Report to GVS&DD Board dated June 24, 2016 (Doc# 17939528)



To: Zero Waste Committee

From: Sarah Wellman, Senior Engineer, Solid Waste Services

Date: May 26, 2016 Meeting Date: June 9, 2016

Subject: **Mattress Recycling Update**

RECOMMENDATION

That the GVS&DD Board:

- a) write a letter to the Minister of Environment requesting an amendment to the B.C. Recycling Regulation to require the implementation of an Extended Producer Responsibility (EPR) program for mattresses and other bulky furniture by 2017; and
 - b) copy all municipalities and regional districts in the Province on the letter.
-

PURPOSE

The purpose of this report is to update the Greater Vancouver Sewerage and Drainage District ('Metro Vancouver') Board on issues related to mattress recycling in the region and seek direction to write the Minister of the Environment to request that the Province implement an EPR program for mattresses and other bulky furniture.

BACKGROUND

At its April 27, 2012 meeting, the GVS&DD Board adopted the following resolution:

That the Board request the Chair to send a letter to the Provincial Government highlighting the importance of implementing an Extended Producer Responsibility program for mattresses and other large furniture items.

The Board Chair's letter is attached (Attachment 1) along with the response from the Ministry of Environment (Attachment 2).

In 2014, Maple Ridge submitted the following UBCM resolution requesting an EPR program for mattresses:

2014 B97: Maple Ridge

WHEREAS the Province is transitioning responsibility for end-of-life management of goods to industry through the use of product stewardship program as governed by the BC Ministry of Environment Recycling Regulation;

AND WHEREAS there is currently no product stewardship program for used mattresses and improperly discarded mattresses have to be disposed of by local government at taxpayers expense:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to require industry to develop a product stewardship program to adequately address end-of-life management of waste mattresses.

This resolution was endorsed by UBCM, and received the following response from the Ministry of Environment:

The Ministry of Environment supports UBCM's request to include waste mattresses under future product stewardship programs to ensure the costs associated with managing these commonly discarded products are transferred to the producers responsible. In fact, the Ministry has committed to meeting the targets set out in the Canadian Council of Ministers of the Environment's (CCME) Canada-wide Action Plan for Extended Producer Responsibility (EPR) programs – including those for construction and demolition materials, furniture (including mattresses, hide-a-beds, etc.), textiles, carpets and appliances by 2017. BC continues to lead all jurisdictions in this regard. Continued efforts in the Lower Mainland to collect and recycle these items are encouraged as they will not only support waste diversion, but will help establish this industry as a proven entity and inform future consultations regarding the upcoming EPR program for mattresses.

An estimated 160,000 to 170,000 mattresses are recycled each year in the Metro Vancouver region, of which approximately 60,000 are handled at Metro Vancouver transfer stations with the remainder delivered directly to the mattress recyclers either by private industry, private pick up services, or by municipalities that offer collection services and/or pick up illegally dumped mattresses.

In 2011, the *Tipping Fee and Solid Waste Disposal Regulation Bylaw* (Tipping Fee Bylaw) was changed to ban mattresses from disposal due to operational impacts and to encourage mattress recycling. Mattresses are received at Metro Vancouver transfer stations for \$15 per unit to pay for the cost of recycling the mattresses.

Due to challenges recycling pocket coil mattress springs, in 2015, the Tipping Fee Bylaw was amended to provide a \$25 discount per tonne at the Waste-to-Energy Facility for loads containing more than 85% metal in recognition of the value of the metal in loads, and also to help reduce costs for mattress recyclers with no recycling alternative for these pocket coil springs.

At the September 10, 2015 Zero Waste Committee directed staff to report back to the Committee on:

the effectiveness of the mattress surcharge

MATTRESS AND OTHER BULKY FURNITURE DISPOSAL AND RECYCLING

The past practice of disposing of mattresses commingled in the waste stream was operationally challenging due to the bulkiness of mattresses, which makes them difficult to handle during waste pickup and transport. Their low density makes them undesirable landfill material, and the springs have a tendency to impact landfill and transfer station equipment (e.g. puncture hydraulic systems). Removal of mattresses from the waste stream has helped reduce maintenance on transfer station and landfill equipment.

The majority of the mattresses collected at transfer stations are recycled. In mattress recycling there are secondary markets for the steel of the innerspring unit, the polyurethane foam, the cover (toppers), the cotton, and the wood. According to the May 2012 CalRecycle Study "Mattress and Box Spring Case Study: The Potential Impacts of Extended Producer Responsibility in California on Global Greenhouse Gas (GHG) Emissions", mattress and box spring recycling and component reuse generates significant energy and greenhouse gas benefits.

Pocket coils are difficult to recycle, as it is challenging to separate the metal from the fabric. Metro Vancouver is currently accepting pocket coil mattresses at the Waste-to-Energy Facility, and recovers the metal for recycling.

Up until recently, there were three private companies in the region recycling over 160,000 mattresses. Metro Vancouver's disposal ban on mattresses has been key in the development of this industry. With declining metal prices mattress recycling companies have faced economic challenges because historically metal was the primary revenue source from recycling mattresses.

As of May 2016, one of the recycling companies, Recyc-Mattress, stopped accepting mattresses. Without an EPR program in place for mattresses, the net costs for mattress recycling must be charged to residents, businesses and the public sector dropping off mattresses for recycling. Over the last two years, Metro Vancouver's drop-off costs at the private recycling facilities have increased from \$9 to \$13 per unit. Metro Vancouver has maintained drop-off fees at \$15 at transfer stations despite the increased recycling costs to reduce the potential for illegal dumping.

With the temporary closure of Recyc-Mattress, there have been more discarded mattresses than the local capacity for recycling. As a result, Metro Vancouver is temporarily stock-piling some mattresses, and may need to send some mattresses to landfill. This issue highlights the need for an EPR program for mattresses to stabilize the recycling capacity in the region regardless of commodity prices.

Other bulky furniture such as couches are recyclable in the same manner as mattresses, and these products are also a challenge from a disposal perspective due to their bulk and the presence of springs. The cost of recycling couches is approximately \$30 – \$45 per unit. If an EPR program for mattresses and bulky furniture was put in place, couches and other bulky furniture could be banned from disposal, dramatically increasing recycling of these products and reducing impacts on the disposal system.

Illegal Dumping

Illegal dumping is an ongoing concern in the region. It causes environmental, health and social impacts, and is a considerable resource and financial burden on governments, businesses and residents. In particular, municipalities often bear the majority of costs associated with reactively cleaning up and disposing of abandoned waste.

Despite the availability of recycling programs provided by Metro Vancouver and the private sector, illegal dumping of mattresses is common in the region.

The resident's principal barriers to mattress recycling in the region include:

- difficulty and cost of transporting mattresses to transfer stations or appropriate recyclers,
- recycling fee charged when a customer drops off a mattress, and

These barriers contribute to continued incidents of illegal dumping in many member municipalities.

An estimated 10,000 mattresses and 16,000 other pieces of large furniture are abandoned each year in the region with an average municipal unit cost for collection of \$50 per unit (includes labour, and transportation), which leads to a cost of approximately \$1,300,000 per year for member municipalities.

Anecdotally, the highest portion of abandoned mattresses occur in urbanized areas with a transient population near apartment complexes or multi-family dwellings. In these areas, many residents do not own vehicles, rely solely on public transportation, or own small vehicles not suitable for transporting large and bulky mattresses.

It is uncertain as to the relative impact of recycling fees compared to transportation barriers in determining the number of illegally dumped mattresses. Drop-off revenues for mattresses at Metro Vancouver and City of Vancouver transfer stations equal approximately \$900,000 per year, and cover most of the cost of recycling these mattresses. Reduction or elimination of these fees is unlikely to eliminate illegal dumping and as such reduction or elimination of fees would result in a net cost. Drop-off fees could be eliminated if an EPR program for mattresses is put in place.

Large Item Pick-Up Programs in the Region

Many municipalities have implemented large item pick-up programs as a way to reduce incidents of illegal dumping. These programs are generally available only to residences served by municipal garbage collection. There are a combination of various features in member municipalities' programs, including the types of materials collected, pick-up limits, housing types serviced, collection frequency, collection fee, etc. Approximately 22,000 mattresses and 43,000 pieces of furniture are picked up through large item pick-up programs each year.

EPR Program for Mattresses

There is urgent need for an EPR program for mattresses and other bulky furniture in the region. Lack of an EPR program increases the potential for illegal dumping of these items and transfers costs to municipalities that must pick-up illegally dumped items. In many cases municipalities incur additional costs by offering large item pick-up programs at no cost to residents to reduce the potential for illegal dumping. Recent changes to commodity markets have reduced the economic viability of local mattress recycling businesses and may result in the requirement to landfill recyclable mattresses. The Ministry of Environment has previously communicated that they targeted implementing an EPR program for mattresses and bulky furniture by 2017. The typical timeframe for EPR programs to be implemented following a change to the Recycling Regulation is approximately 18 months, and as such, even if a change to the Recycling Regulation is made in 2016, it could be 2018 before a program is in place. It is important to highlight to the Ministry of Environment the urgent need to proceed with an EPR program for mattresses and other bulky furniture.

ALTERNATIVES

1. That the GVS&DD Board:
 - a) write a letter to the Minister of Environment requesting an amendment to the B.C. Recycling Regulation to require the implementation of an Extended Producer Responsibility (EPR) program for mattresses and other bulky furniture by 2017; and
 - b) copy all municipalities and regional districts in the Province on the letter.

2. That the Zero Waste Committee receive the report titled "Mattress Recycling Update", dated May 26, 2016 for information and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If the Board approves Alternative 1, correspondence will be sent to the Minister of Environment to advocate for an EPR program for mattresses and other bulky furniture.

SUMMARY/CONCLUSION

An estimated 160,000 to 170,000 mattresses are recycled each year in the Metro Vancouver region, of which approximately 60,000 are handled at Metro Vancouver transfer stations. Mattress recycling generates significant energy and greenhouse gas benefits, and reduces Metro Vancouver's operational and maintenance costs when compared to disposal. A mattress recycling fee is collected by Metro Vancouver at the transfer stations, and paid to mattress recyclers to help cover the cost of dismantling and recycling mattress components.

Many municipalities have developed large item pick-up programs to reduce the incidences and costs associated with illegal dumping.

An EPR program for mattresses and bulky furniture is urgently needed, as changes to commodity markets have reduced the economic viability of local recycling businesses and may result in the requirement to landfill potentially recyclable mattresses. Lack of an EPR program increases the potential for illegal dumping of these products and transfers costs to municipalities. There is a need to continue to urge the Minister of Environment to address this ongoing issue and to introduce an EPR program for mattresses and other bulky furniture and therefore staff recommend Alternative 1.

Attachments and References:

Attachment 1: Letter from Chair Moore to Minister Terry Lake, dated June 19, 2012

Attachment 2: Letter from Minister Terry Lake to Chair Moore, dated December 11, 2012

17939528



metro vancouver

4330 Kingsway, Burnaby, BC, Canada V5H 4G8 604-432-6200 www.metrovancouver.org

Office of the Chair
Tel. 604 -432-6215 Fax 604 -451-6614

JUN 19 2012

File: CR-24-03-EPR
RT: 3960

The Honourable Terry Lake
Minister of Environment
PO Box 9047, Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister ~~Lake~~: **TERRY**

Re: Acceleration of an Extended Producer Responsibility (EPR) Program for Mattresses and Large Upholstered Furniture

As part of the Canadian Council of Ministers of the Environment (CCME) Canada-wide Action Plan for EPR, all provinces committed to implementing a program for furniture, including mattresses, by the Phase II target of 2017.

The leadership demonstrated by the Province, Metro Vancouver and others, has created a robust recycling industry for mattresses and large upholstered furniture, with three processors located in the Lower Mainland. With the recent emergence of this local recycling industry, Metro Vancouver implemented a ban on the disposal of mattresses at regional disposal facilities in January 2011. A \$20 per mattress fee was charged to cover the costs of collection, transportation and processing. In 2011, over 125,000 mattresses were recycled into their wood, metal, foam, and fibre components, leading to over 70 green jobs added in this recycling sector. These valuable natural resources were reused and/or recycled thereby avoiding the disposal of these materials in landfills and the extraction of new natural resources.

While this initiative has been an overwhelming success from an environmental perspective, the combination of the ban and the \$20 per unit fee has resulted in the unintended consequence of illegal dumping by a minority of individuals unwilling to pay a fee for responsible management of products at the end of their useful life. As a result, municipalities incur significant costs to responsibly manage these products, as opposed to the manufacturers, producers, distributors and retailers who do not currently bear the full environmental cost to manage their products.

We ask that the Ministry of Environment amend the Recycling Regulation to include mattresses and large upholstered furniture and accelerate the implementation of this EPR program to 2015. This request to accelerate EPR implementation is explicitly stated in action 1.1.10 of our Integrated Solid Waste and Resource Management Plan which was approved last year. The infrastructure and regulatory structure already exists in Metro Vancouver and could be easily extended throughout the Province.

Minister of Environment

Acceleration of an Extended Producer Responsibility Program for Mattresses and Large Upholstered Furniture

Page 2 of 2

We thank you in advance for your kind consideration of this request. We would be pleased to discuss how we can work together as partners to facilitate the acceleration of this and other EPR programs. Please feel free to contact me to discuss this matter further, or have your staff contact Andrew Doi, Environmental Planner, at 604-436-6825.

Yours truly,



Greg Moore
Chair, Metro Vancouver Board

GM/PH/ad



Reference: 171883

DEC 11 2012

Greg Moore, Chair
and Directors
Metro Vancouver Board
4330 Kingsway
Burnaby BC V5H 4G8

Dear Chair Moore and Directors:

Thank you for your letter of June 19, 2012, regarding the acceleration of an extended producer responsibility (EPR) program for mattresses and large upholstered furniture in British Columbia (BC). I apologize for the delay in responding.

As you may know, BC has recently been recognized for its leadership position on EPR. BC has more EPR programs than any jurisdiction in Canada and is further advanced towards fulfilling its Canadian Council of Ministers of Environment Canada-wide Action Plan (CAP) for EPR.

A date for the addition of mattresses and large upholstered furniture to the Recycling Regulation has not been set at this point in time. Ministry of Environment staff are currently actively engaged on the implementation of the packaging and printed paper product category under the Recycling Regulation. Further product additions to the Regulation will be addressed in priority sequence.

The Ministry's 2011/12 – 2013/14 Service Plan highlights our commitment to the CAP for EPR. The CAP recommends that EPR programs be implemented by 2017 for construction and demolition materials, furniture, textiles, carpets and appliances, including ozone-depleting substances. We are making every effort to meet these 2017 targets, and I would like to assure you that mattresses and large upholstered furniture will be included in future discussions.

I would like to acknowledge and commend Metro Vancouver for extending, as documented in action 1.1.3 under Goal 1 of the Metro Vancouver Integrated Solid Waste and Resource Management Plan, the offer to provide staffing support and partner with the Ministry to help advance EPR in the province. This offer of support has the potential to assist in steering waste diversion activities in a manner that will ultimately eliminate waste or effectively manage it as a resource.

...2

Ministry of
Environment

Office of the
Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

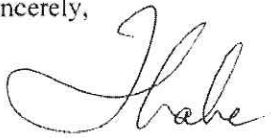
Telephone: 250 387-1187
Facsimile: 250 387-1356

I see the recent Memorandum of Understanding (MOU) on EPR between Metro Vancouver and the Ministry as a promising start to Metro Vancouver's commitment to advance EPR in collaboration with the Province and I encourage the use of the MOU as the mechanism to capture opportunities where Metro Vancouver and the Province can work together to develop new EPR programs.

If you have any further suggestions for the development of EPR programs, or any questions about the content of this letter, please do not hesitate to contact Ms. Meegan Armstrong, Head of Industry Product Stewardship in the Ministry of Environment, at 250 387-9944 or by email at Meegan.Armstrong@gov.bc.ca.

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read 'Terry Lake', written in a cursive style.

Terry Lake
Minister of Environment

August 8, 2016

File No.: 5360-30-003

Via email: env.minister@gov.bc.ca

The Honourable Mary Polak
Minister of Environment
PO Box 9047, Stn Prov Govt
Victoria, BC V8W 9E2

COPY

Dear Minister Polak,

Re: Mattress and Bulky Furniture Extended Producer Responsibility

At the July 26, 2016 Board meeting, the Fraser Valley Regional District (FVRD) Board of Directors considered the Greater Vancouver Sewerage and Drainage District's (Metro Vancouver) report regarding mattress and bulky furniture recycling and disposal.

British Columbia is a leader in North America in implementing extended producer responsibility (EPR) programs. We agree with Metro Vancouver's report that British Columbia should implement an EPR program for mattresses and bulky furniture by 2017. This is especially the case since it is identified in the Canada-Wide Action Plan for EPR by the Canadian Council for Ministers of the Environment.

These products consist of mainly recyclable material, yet British Columbia residents do not benefit from a dedicated EPR program at present. Local efforts to increase mattress and bulky furniture recycling are hampered without the will and financial incentive to collect, recycle and innovate. The FVRD and its member municipalities are working hard to increase diversion rates and reduce illegal dumping. Please include these product categories in the BC Recycling Regulation at your earliest convenience so that local governments can strive towards Zero Waste.

The FVRD stands ready to work in partnership with the Ministry of Environment, other regional districts and the waste management industry to help the implementation of this EPR program and future ones. Please do not hesitate to contact me if you wish to discuss this further, or alternatively your staff can contact Stacey Barker, Manager of Environmental Services, at (604) 702-5096 or sbarker@fvrd.ca.

Thank you in advance for considering our request.

Sincerely,



Sharon Gaetz, Chair
Fraser Valley Regional District

cc: Regional Districts in British Columbia



huu ay aht

ANCIENT SPIRIT, MODERN MIND



July 26, 2016

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

Re: New Executive Director

To Whom It May Concern,

Please be advised that as of May 9th 2016, Crystal Clappis is the Huu-ay-aht First Nations new Executive Director. We, at Huu-ay-aht, welcome her and look forward to her leadership while working with you in the future.

Sincerely,

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

Minister of Justice
and Attorney General of Canada



Ministre de la Justice
et procureur général du Canada

The Honourable / L'honorable Jody Wilson-Raybould, P.C., Q.C., M.P. / c.p., c.r., députée
Ottawa, Canada K1A 0H8



AOUT 12 2016
AUG

Ms. Josie Osborne
Chair
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Dear Ms. Osborne:

Thank you for your correspondence, sent on behalf of the Alberni-Clayoquot Regional District, concerning the fishing rights of five Nuu-chah-nulth Nations (Ahousaht, Ehattesaht, Hesquiaht, Mowachaht/Muchalaht and Tla-o-qui-aht). I regret the delay in responding.

Part of my mandated responsibilities as Minister of Justice and Attorney General of Canada is to review the Government's litigation strategy, which may include early decisions to end appeals or positions that are not consistent with the *Canadian Charter of Rights and Freedoms*, our values, or our commitments.

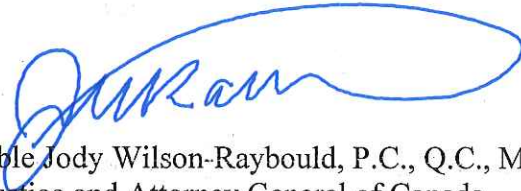
I would like to assure you that our government recognizes the importance of renewing a nation-to-nation relationship with Indigenous peoples. We are committed to developing a partnership based on the recognition of rights, respect, and cooperation.

Canada 

Please find enclosed my letter of August 8, 2016, to the Nuu-chah-nulth Tribal Council for your information.

Thank you again for writing.

Respectfully,



The Honourable Jody Wilson-Raybould, P.C., Q.C., M.P.
Minister of Justice and Attorney General of Canada

Enclosure

c.c.: The Honourable Carolyn Bennett, P.C., M.P.
Minister of Indigenous and Northern Affairs

The Honourable Dominic LeBlanc, P.C., M.P.
Minister of Fisheries, Oceans and the Canadian Coast Guard



The Honourable / L'honorable Jody Wilson-Raybould, P.C., Q.C., M.P. / c.p., c.r., députée
Ottawa, Canada K1A 0H8

AUG 08 2016

Sally Hill
Program Coordinator
Nuu-chah-nulth Tribal Council
5001 Mission Road
PO Box 1383
Port Alberni BC V9Y 7M2

Dear Ms. Hill:

Thank you for your correspondence of November 25, 2015 and May 16, 2016, on behalf of the five Nuu-chah-nulth Nations (Ahousaht, Ehattesaht, Hesquiaht, Mowachaht/Muchalaht and Tla-o-qui-aht) requesting a meeting to discuss their Aboriginal fishing rights. I sincerely regret the delay in replying to your request, but I still wish to express my thanks for your letters and meeting request.

Thank you as well for your kind words on the occasion of my appointment as Minister of Justice and Attorney General of Canada. It is truly an honour and privilege to assume the responsibilities of this position.


Part of my mandated responsibilities as Minister of Justice and Attorney General of Canada is to review the Government's litigation strategy, which may include early decisions to end appeals or positions that are not consistent with our commitments, with the Charter, or with our values. In addition, our government recognizes the importance of creating a strong, nation-to-nation relationship with all Indigenous peoples—a relationship based on the recognition of rights, respect, cooperation, and partnership.

At this time, however, it would be premature for me to speculate on how my review of our litigation strategy will impact on this, or any specific case. To the extent that this review may result in any change to positions taken in respect of the litigation issues raised in your letter, this will be communicated by Department of Justice counsel to your litigation counsel.

That being said, I would note that my colleagues the Honourable Dominic LeBlanc, Minister of Fisheries, Oceans and the Canadian Coast Guard, and the Honourable Carolyn Bennett, Minister of Indigenous and Northern Affairs, and I had a productive meeting with the five Nuu-chah-nulth Nations on June 28, 2016.

Respectfully,

Original signed by /
Original signé par



The Honourable Jody Wilson-Raybould, P.C., Q.C., M.P.
Minister of Justice and Attorney General of Canada

c.c.: The Honourable Carolyn Bennett, P.C., M.P.
Minister of Indigenous and Northern Affairs

The Honourable Dominic LeBlanc, P.C., M.P.
Minister of Fisheries, Oceans and the Canadian Coast Guard



REQUEST FOR DECISION

To: Board of Directors

cc: Air Quality Council

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: August 24, 2016

Subject: **Woodstove Exchange Funding Program**

Recommendation:

THAT the Alberni-Clayoquot Regional District apply for funding through the BC Government “Provincial Wood Stove Exchange Program” in order to continue with the Woodstove Exchange Program in the Alberni-Clayoquot Region in 2017.

Desired Outcome:

To apply for funding to continue with the Alberni-Clayoquot Woodstove Exchange Program in 2017.

Background:

The BC Wood Stove Exchange Program was established by the provincial government in 2008 with the objectives of facilitating the removal of old smoky wood stoves from use, and improving burning practices among users of wood burning appliances. Wood heating in BC is estimated to contribute approximately 23% of the overall emissions of fine particulate matter; a pollutant that is linked with serious health impacts. Since 2008, the program has transferred over \$2.2 million dollars to communities across the province to deliver local wood stove exchange programs. The BC Government recently announced additional funding for the program (attached). The deadline to apply is September 23, 2016.

The ACRD, in partnership with the Air Quality Council, has received funding through this program since 2008 to run a Woodstove Exchange Program in the Alberni-Clayoquot region and dozens of old stoves have been replaced locally. In 2012, the City of Port Alberni passed a bylaw to regulate the emissions from solid-fuel burning appliances which bans the use of existing, non-emission certified stoves, within city limits effective May 31, 2017. The ACRD received \$10,450.00 in 2016 to run the program. Twenty-Six vouchers have been provided to woodstove exchange customers so far in 2016 and 4 vouchers are still available. If successful in receiving funding, the ACRD and Air Quality Council can continue the program into 2016.

The ACRD applies for funding and administers the program, including distribution of vouchers and logistics with local retailers. The Air Quality Council supports and works with public education and promotion of the program.

Time Requirements – Staff & Elected Officials:


Some staff time required to administer the program.

Financial:

Funded through the BC Woodstove Exchange Program.

Policy or Legislation:

n/a

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer

REQUEST FOR DECISION

To: Board of Directors
cc: Charlie Starratt, Fire Chief, BCVFD

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: August 24, 2016

Subject: **Bylaw E1052-2, Beaver Creek Fire Protection Service Area Amendment, 2016**

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

Desired Outcome:

To expand the boundaries of the Beaver Creek Fire Department service area to include two additional properties.

Background:

One of the roles of a Regional District is to provide services to its' electoral areas. As per the *Local Government Act*, the owners of parcels in an electoral area may sign and submit to the regional district a petitions for services.

The Regional District received sufficient petitions (certificate of sufficiency attached) from owners of two properties within the Beaufort electoral area requesting the boundaries of the Beaver Creek Fire Protection Service area be expanded to include their properties legally described as:

- District Lot 28, Alberni District, Except part included in and lying to the North of Plan 148RW and except parts in plans 47824, 48408 and VIP1432, 6987 Bainbridge Road
- District Lot 123, Alberni District, 7055 Bainbridge Road

These properties border on the current boundaries of the Beaver Creek Fire service area (see attached map). The Fire Chief of the Beaver Creek Volunteer Fire Department has confirmed that their Department can provide these properties with fire protection prevention and suppression coverage.

Service Area Participants: All of Electoral Area "E" (Beaver Creek) and portions of Electoral Area "B" (Beaufort) and "F" (Cherry Creek) participate in the Beaver Creek Fire Service Protection service area.

Required consent for service area boundary extension bylaw: At least 2/3 of the Directors participating in the service area must consent to the adoption of the bylaw. Participating area consent has been obtained from the Directors within the service area.

The Alberni-Clayoquot Regional District Board of Directors gave three readings to Bylaw E1052-2 at the July 27, 2016 regular meeting. Attached please find a copy of Bylaw E1052-2 for consideration of adoption. As per the *Local Government Act*, voting on establishing bylaws and amendments to establishing bylaws are one director, one vote.

If adopted, the above properties will fall within the boundaries of the Beaver Creek Fire Protection service area.

Time Requirements – Staff & Elected Officials:

Minimal

Financial:

The costs for the provision of the service are borne by the service area participants.

Policy or Legislation:

Local Government Act and *Community Charter* apply.



Submitted by: _____
Wendy Thomson, Manager of Administrative Services



Approved by: _____
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw E1052-2

A Bylaw to Alter the Boundaries of the Beaver Creek Volunteer Fire Protection Service Area

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

AND WHEREAS the Regional District Board operates the Beaver Creek Volunteer Fire Department as a service as described in Bylaw E1052 cited as, “Beaver Creek Fire Protection Conversion and Establishment Bylaw, 2009”;

AND WHEREAS the Regional District Board has received sufficient petitions from owners of real property within a portion of Electoral Area “B” (Beaufort) requesting an extension to the boundaries of the Beaver Creek Fire Protection Service Area in order to provide their properties with fire prevention and suppression and the provision of assistance in response to other classes of circumstances that may cause harm to persons or property;

AND WHEREAS the Regional District Board wishes to alter the boundaries of the Beaver Creek Volunteer Fire Protection Service Area to include these additional properties;

AND WHEREAS the participants of the service area have consented to the adoption of this Bylaw;

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

1. Bylaw E1052 cited as, “**Beaver Creek Fire Protection Conversion and Establishment Bylaw, 2009**” is hereby amended as follows:

Section 2 – Boundaries

Replace Schedule “A” with the new Schedule “A” attached to and forming part of this Bylaw.

2. This Bylaw may be cited as “**Bylaw E1052-2, Beaver Creek Fire Protection Service Area Amendment, 2016**”.

Read a first time this 27th day of July 2016.

Read a second time this 27th day of July 2016.

Read a third time this 27th day of July 2016.

Consented to on behalf of the electors on the day of 2016.

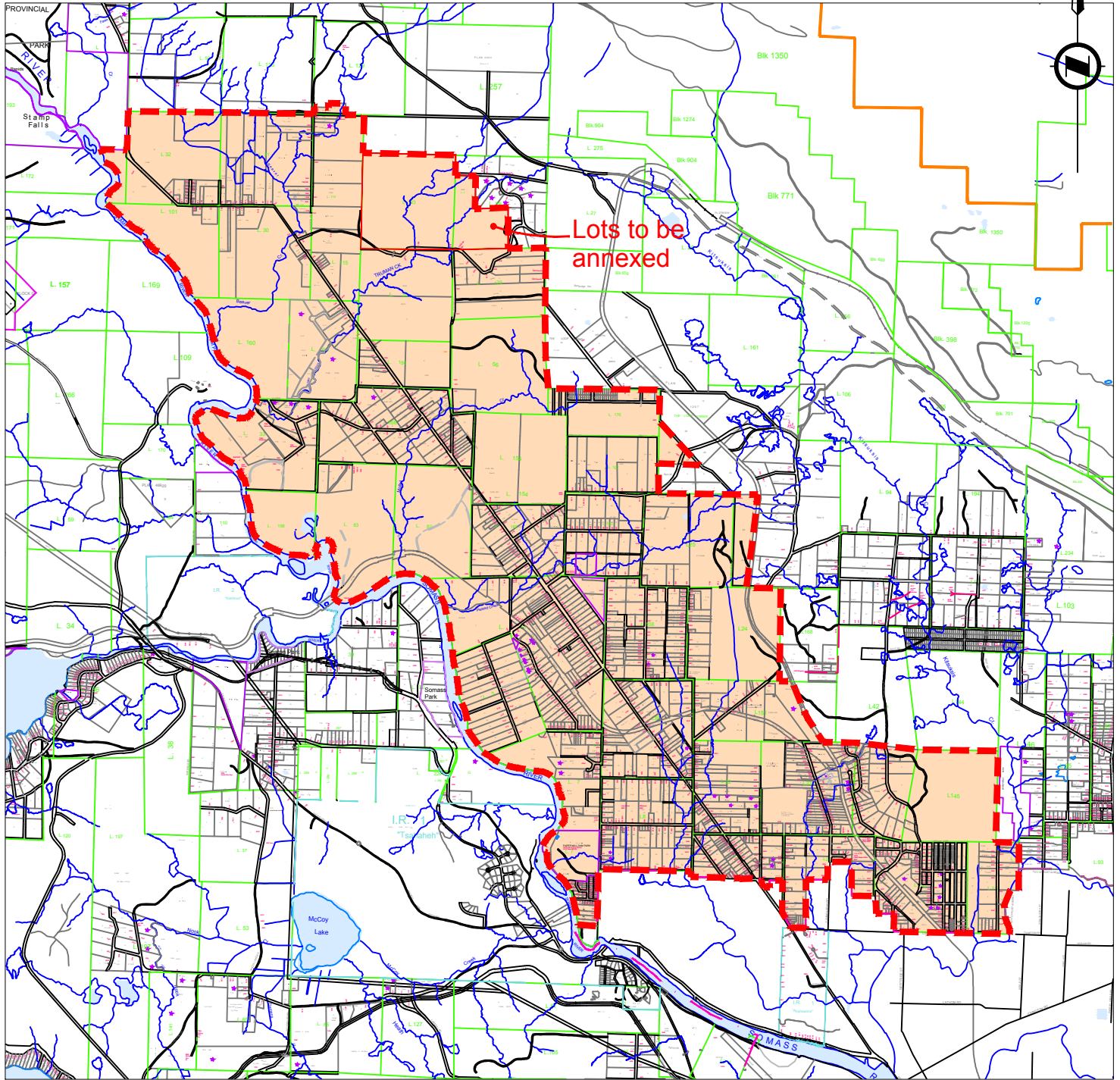
ADOPTED this day of 2016.

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer

Schedule 'A'

This schedule is attached to and forms part of Bylaw E1052-2, Beaver Creek Fire Protection Service Area



 Service Area



REQUEST FOR DECISION

To: Board of Directors

From: Dan Holder, Emergency/Fire Service Coordinator Contractor
Bamfield Volunteer Fire Department

Meeting Date: August 24, 2016

Subject: Bamfield and Anacla First Responder Program

Recommendation:

The ACRD (ACRD) Board of Directors:

1. Authorize the implementation of a First Responder Program for Bamfield and Anacla.
2. Authorize that the program operates under the Bamfield Volunteer Fire Department as a separate division of the Department.
3. Authorize the ACRD Chairperson and Chief Administrative Officer to execute a First Responder Consent and Indemnity Agreement, which is attached as Appendix "A" to this report, with the B.C. Emergency Health Services Commission.

Desired Outcome:

The purpose of this report is to obtain Board approval to enter into an agreement with the B.C. Emergency Health Services Commission that authorizes Emergency Medical Assistants First Responders in the Fire Department to provide pre-hospital emergency medical care and that indemnifies the ACRD and the Bamfield Volunteer Fire Department against claims in relation to the provision of such services.

Background:

The Emergency Health Services Act establishes the authority of the B.C. Emergency Services Commission (EHSC) to provide emergency health services, including the provision of ambulance services in the Province of B.C. and also establishes the Emergency Medical Assistants (EMAs) Licensing Board, which examines registers and licenses EMAs in the Province of B.C. The Act specifically states, "Except with written consent of the Commission and on terms it may specify, a person must not do anything that the Commission is given power to do." As such, to provide emergency health services by its First Responders, the ACRD Bamfield Volunteer Fire Department requires that approval of EHSC by way of an agreement. Indemnity agreements have been part of the First Responder program since its inception.

The First Responder Agreement attached as schedule “A” to this report achieves two major objectives. It documents the written consent of the Commission for the ACRD Bamfield Volunteer Fire Department to provide emergency health services in accordance with the Emergency Health Services Act. It also indemnifies the ACRD and Bamfield Volunteer Fire Department member’s against claims that may be brought in relation to the provision of emergency medical care services. Under the terms of the recommended agreement with the EHSC, the Commission will address legal fees, defend or negotiate settlements and pay any compensation or other payments under settlements or judgments resulting from actions by the ACRD Bamfield Volunteer Fire Department EMA FRs in relation to emergency medical services.

Time Requirements – Staff & Elected Officials:

Minimal staff time required to enter into the agreement.

Financial:

There will be a very modest startup cost, training for the members of the First Responder Program has already been completed. Medical Equipment has been supplied and will be stationed at EAS Bamfield, West Bamfield and at Anacla. Cost involved may possibly be for programming pagers for dispatching the responders.

Options Considered:

Director Wyton, Electoral Area “A” (Bamfield) submitted the following comments:

- The Bamfield Volunteer Fire Department supports in principle the formation of a First Responder program. The first step is to establish the indemnification and registration of the First Responders. The following suggestions are for discussion:
- It is established as a trial program for two years.
- It is a volunteer service with no payments made to members.
- No ACRD funds will be allocated to the service without Board approval.
- That any financial support will not result in a net increase to the emergency services budgets of Bamfield.
- That the ACRD administer and control the service, establish the extent of activities and manage any inter agency communications regarding the service.
- That the decision process to have First Responders involved in any transport of patients will be made in conjunction with discussion and approval of Island Health and BC Emergency Medical Services including road and air based ambulance services.
- That every effort will be made by the ACRD to resist Island Health or others using the First Responder Program to justify the loss of the helipad at the Bamfield Health Centre.

Conclusion:

To satisfy the requirements of the Act and provide additional protection for the ACRD and

Bamfield Volunteer Fire Department members it is recommended that the Board authorize the appropriate officials for the Alberni Clayoquot Regional District to enter into the First Responder Consent and Indemnity Agreement, which is attached as Appendix "A" to this report, with the B.C. Emergency Health Services Commission.



Submitted by: _____
Dan Holder, Contractor, Emergency/Fire Service Coordinator



Approved by: _____
Russell Dyson, Chief Administrative Officer

**FIRST RESPONDER AND BC EMERGENCY HEALTH SERVICES COLLABORATION
AGREEMENT**

THIS COLLABORATION AGREEMENT (this “Collaboration Agreement”) dated for reference the ____ day of _____, 20____ (the “Effective Date”).

BETWEEN:

British Columbia Emergency Health Services, a body corporate duly incorporated by Act of the Legislature of British Columbia, and having its head office at 2261 Keating Cross Road, Saanichton, BC V8M 2A5

(“**BCEHS**”)

AND:

Alberni-Clayoquot Regional District having an office at 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

(the “**Local Government**”)

(together the “**Parties**” and each a “**Party**”)

WHEREAS:

- A.** The Parties recognize and acknowledge the important role that first responder agencies have fulfilled for many years in providing certain high quality emergency health services as part of the provincial emergency response system in British Columbia.
- B.** BCEHS wishes to continue, strengthen and maintain a pro-active working relationship between first responder agencies, including the Local Government’s first responder agencies, and BCEHS in the provision of a provincial emergency response system in British Columbia.
- C.** The Local Government has operated and continues to operate Bamfield Volunteer Fire Department and has certain employees or volunteer members who are licensed as First Responders under the provisions of the *Emergency Medical Assistants Regulation*, B.C. Reg. 562/2004.
- D.** This Collaboration Agreement recognizes the desire of the parties to continue a strong working relationship between the parties to ensure that patients receive quality emergency health services that put the needs of the patient first.

E. To best serve patients in British Columbia, the Resource Allocation Plan established and amended from time to time by BCEHS for 911 emergency health services is intended to, among other things:

- (i) provide for appropriate first responder services resource allocation within a clinical context; and
- (ii) be medically-driven with a primary focus on patients.

F. Under the *Emergency Health Services Act* (British Columbia), BCEHS has the power and authority to, among other powers:

- (i) provide emergency health services and ambulance services in British Columbia;
- (ii) provide such urgent health services and ancillary health services as BCEHS considers advisable, including in such locations in British Columbia as BCEHS considers advisable; and
- (iii) collaborate, to the extent BCEHS considers appropriate, with agencies, municipalities and other organizations and persons in the planning and coordination of:
 - (1) the provision, in British Columbia, of provincially, regionally and locally integrated ambulance services, emergency health services, urgent health services and ancillary health services; and
 - (2) the recruitment and training of emergency medical assistants and other persons to provide the services referred to in subparagraph (1);

and no person may do anything that BCEHS is exclusively authorized to do under the Act except with the written consent of BCEHS, and on terms it may specify.

G. In conducting their respective activities under this Collaboration Agreement, without limiting BCEHS' statutory mandate, the Parties intend to continue to work together in an open and collaborative manner to the benefit of patients in British Columbia and in accordance with the Act and on and subject to the terms and conditions set out in this Collaboration Agreement.

NOW THEREFORE, in consideration of the premises, and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by each of the Parties), the Parties agree as follows:

1. Definitions

- (a) “**Act**” means the *Emergency Health Services Act* (British Columbia);
- (b) “**EMA Licensing Board**” means the licensing board continued under the Act;
- (c) “**Emergency Health Services**” has the same meaning as in the Act;
- (d) “**Emergency Medical Assistant**” has the same meaning as in the Act;

- (e) **“EMA FR Services”** means only those activities which an EMA (as defined in the Regulation) holding a license in the category EMA FR (as defined in the Regulation) is permitted to perform under the Regulation;
- (f) **“First Responder”** means an individual, at the time the EMA FR Services are provided, who is licensed in British Columbia as an EMA (as defined in the Regulation) under any category of license in the Regulation and is employed by, contracted to or a volunteer to the Local Government;
- (g) **“FOIPPA”** means the *Freedom of Information and Protection of Privacy Act* (British Columbia);
- (h) **“Regulation”** means the Emergency Medical Assistants Regulation B.C. Reg. 210/2010;
- (i) **“Resource Allocation Plan”** means the resource allocation plan prepared and amended from time to time by BCEHS that prescribes, among other things, the qualification, mode and attendance for a given 911 (or emergency) call; and
- (j) **“Training Services”** has the meaning set out in Section 4.1(b).

2. BCEHS Responsibilities

2.1 BCEHS will:

- (a) endeavour to develop and maintain a good working relationship with the Local Government with respect to the EMA FR Services; and
- (b) as BCEHS considers appropriate, take into consideration in its strategic planning process related to EMA FR Services any corresponding significant impact on first responder agencies.

2.2 BCEHS will promptly make available to the Local Government Program Manager all directions, programs, policies and practices with which the Local Government is expected to comply under this Collaboration Agreement, including any amendments to existing directions, programs, policies and practices.

3. Local Government Responsibilities

3.1 The Local Government:

- (a) will endeavor to develop and maintain a good working relationship with BCEHS;
- (b) will designate a contact person from within its agency who provides, and is knowledgeable concerning, the EMA FR Services. The contact person will serve as the primary point of contact for BCEHS with regard to this Collaboration Agreement (the **“Local Government Program Manager”**). The Local Government may change the Local Government Program Manager with written notice to BCEHS;
- (c) acknowledges and agrees that the Act governs the provision of EMA FR Services and Training Services within the Province and that, in addition to its obligations under this Collaborative Agreement, the Local Government is

obligated to comply with the Act and related legislation and laws, as amended from time to time;

- (d) will provide, and will cause its First Responders to provide, the EMA FR Services as and when requested by BCEHS and Training Services within the overall framework of the British Columbia province-wide emergency services health care system as set out in, and in compliance with, the terms and conditions of this Collaboration Agreement;
- (e) in order to support the provision of high quality care to patients, will, in the provision of EMA FR Services and Training Services, adhere, and cause its First Responders to adhere, to all directions, programs, policies and practices applicable to the Local Government or the EMA FR Services that are established from time to time by BCEHS; and
- (f) will, and will cause its First Responders to, adhere to all reporting requirements with respect to the EMA FR Services and Training Services that are established by BCEHS from time to time.

3.2 Unless otherwise expressly set out in this Collaboration Agreement, the Local Government will perform its obligations under this Collaboration Agreement at its own cost.

4. **Consent**

4.1 BCEHS consents to the Local Government:

- (a) providing EMA FR Services in British Columbia through its First Responders; and
- (b) arranging appropriate training in British Columbia for its own personnel to provide the EMA FR Services and entering into agreements or arrangements for that purpose (the “**Training Services**”),

in each case subject to the terms and conditions contained in this Collaboration Agreement and the Act.

4.2 Notwithstanding that the Local Government’s First Responders may hold a category of license that, under the Act and Regulation, qualify the First Responders to provide Emergency Health Services other than the EMA FR Services, no consent is provided by BCEHS under this Collaboration Agreement for the Local Government to provide, and the Local Government will not provide or allow its First Responders to provide, any Emergency Health Services except for the EMA FR Services and the Training Services.

5. **Other Service Delivery Expectations and Obligations**

5.1 In addition to its obligations under Section 3.1, the Local Government will, and will cause its First Responders to, comply with the Resource Allocation Plan, as amended from time to time by BCEHS, in the provision of the EMA FR Services.

5.2 Unless permitted pursuant to Section 5.4 in an amending agreement entered into between BCEHS and the Local Government, the Local Government will only provide, and will only permit its First Responders to provide, EMA FR Services at the request of BCEHS, such request to be made by BCEHS to the Local Government through BCEHS’s Emergency Medical Dispatch System or such other system as expressly designated in writing by BCEHS from time to time for such purpose.

5.3 For clarity, the Local Government will not, and will not permit its First Responders to, transport patients to whom the Local Government's First Responders provide EMA FR Services.

5.4 The Local Government may request that BCEHS consent to permit the Local Government's First Responders to respond to 911 or emergency calls that fall outside the requirements of the Resource Allocation Plan or to otherwise permit the Local Government to provide Emergency Health Services other than the EMA FR Services and Training Services (such other services collectively referred to as "**Additional Services**"). BCEHS will have the right, in its sole and absolute discretion, to decide whether or not to agree to such a request. BCEHS may condition any such approval on the Local Government and BCEHS first entering into such amendment to this Collaboration Agreement as BCEHS requires setting out, among other terms, the Local Government's obligations with respect to such Additional Services. Without limiting the foregoing, if BCEHS agrees to permit the Local Government to perform any Additional Services, then:

- (a) the Local Government will:
 - (i) unless otherwise expressly agreed in any amendment to this Collaboration Agreement, assume and hereby assumes any and all legal and financial commitments and liability of whatsoever nature and kind associated with the provision by the Local Government or its First Responders of Additional Services;
 - (ii) without limiting the obligations specifically set out in this Collaboration Agreement, comply with all directions, programs, policies and practices that are established from time to time by BCEHS with respect to the Additional Services and, unless such Additional Services are the subject of an amending agreement to this Collaboration Agreement between the Local Government and BCEHS, with the applicable provisions of this Collaboration Agreement in the provision of any Additional Services; and
 - (iii) indemnify and save harmless BCEHS, its directors, officers, employees and agents against and from any and all claims which may be brought or made by any person against BCEHS in consequence of the Local Government or its First Responders providing the Additional Services, and whether sustained or incurred by reason of negligence or default, including legal fees and disbursements; and
- (b) unless otherwise specified in any amendment to this Collaboration Agreement, Sections 3.1, 5.3, 6, 7, 9, 10, 11, 16.1, 17.1, Appendix A and any other obligations of the Local Government which by their nature are intended to apply to the provision of Additional Services, will apply *mutatis mutandis* to the provision of the Additional Services as if they were EMA FR Services.

6. Qualifications, Training & Competency Expectations

6.1 The Local Government will:

- (a) ensure that all of its First Responders:
 - (i) have and maintain an appropriate Emergency Medical Assistant license as issued by the EMA Licensing Board; and
 - (ii) comply with all applicable continuing competence requirements established by the EMA Licensing Board from time to time;

- (b) only allow a First Responder to provide the EMA FR Services on behalf of the Local Government and to do so:
 - (i) in accordance with BCEHS directions, programs, policies and practices;
 - (ii) only for EMA FR Services which the First Responder has been trained; and
 - (iii) only for EMA FR Services with respect to which the First Responder is licensed and holds a proper licence endorsement under the Regulation.

6.2 In addition to complying with applicable medical oversight programs with which the Local Government is required to comply under this Collaboration Agreement, in providing the EMA FR Services the Local Government will require its First Responders to accept direction from any Emergency Medical Assistant employed by BCEHS (the “BCEHS Emergency Medical Assistant”) who has been dispatched by the British Columbia Ambulance Service to the scene of a medical emergency when:

- (a) both a First Responder and the BCEHS Emergency Medical Assistant are in attendance;
- (b) the direction provided by the BCEHS Emergency Medical Assistant is directly related to the provision of the EMA FR Services;
- (c) the direction provided by the BCEHS Emergency Medical Assistant does not require the First Responder to provide any EMA FR Services for which the First Responder is not licensed or does not hold a proper license endorsement under the Regulation; and
- (d) the Local Government has received the consent of BCEHS under this Collaboration Agreement to provide the EMA FR Services for which direction is being given by the BCEHS Emergency Medical Assistant,

except that First Responders may, at their discretion, accept direction or assistance from an off-duty BCEHS Emergency Medical Assistant if the First Responder believes that the direction is in the best interests of the patient.

7. Medical Oversight

7.1 BCEHS has established and may establish additional indirect and direct medical oversight programs as BCEHS considers appropriate (including as to the nature, scope and terms of those programs) with the intention of furthering the delivery of high quality EMA FR Services for the patients of British Columbia.

7.2 Such medical oversight programs may include indirect medical oversight as BCEHS may from time to time consider appropriate, including certain medical policies, standards and protocols established by BCEHS to, among other things, facilitate effective deployment of resources, evidence based decision making and/or to further research and system improvements.

7.3 The Local Government will at all times operate under a medical oversight program delivered by BCEHS or a third party medical oversight program approved by BCEHS to ensure that the Local Government’s First Responders have appropriate access to direct medical oversight in the provision of the EMA FR Services. Where BCEHS provides the medical oversight program to the Local Government or its First Responders, the Local Government will,

if required by BCEHS, reimburse BCEHS for the actual cost of providing such medical oversight program. If BCEHS intends to impose such a requirement, it shall provide the Local Government not less than twelve months' notice, and the requirement shall not be retroactive. The Local Government acknowledges that such medical oversight program(s) may vary by geographic area and between different types of first responder agencies. Where medical oversight programs apply to only certain first responder agencies, on request from the Local Government, BCEHS will notify the Local Government Program Manager which of such programs are applicable to the Local Government.

8. Medical Supplies

8.1 The Local Government acknowledges that, unless otherwise agreed in writing between BCEHS and the Local Government, the Local Government will be responsible for the provision of all medical supplies required by the Local Government for the provision of the EMA FR Services.

9. Quality Improvement

9.1 At the request of BCEHS, the Local Government will

- (a) cause one or more of its First Responders to participate in any quality improvement or audit programs with respect to the EMA FR Services that BCEHS may implement from time to time; and
- (b) participate in any complaints and complaints resolution program(s) that BCEHS may implement from time to time.

9.2 If the Local Government participates in a third party medical oversight program approved by BCEHS, the Local Government will comply with any quality improvement or audit requirements requested from time to time by BCEHS in respect of such third party medical oversight program.

10. Infection Control

10.1 BCEHS may from time to time establish one or more infection prevention and control programs applicable to the EMA FR Services. The Local Government will, and will cause its First Responders to, implement and undertake any infection prevention and/or control programs established by BCEHS related to, or to be followed in the performance of, the EMA FR Services.

11. Patient Records & Information

The Local Government will create, maintain, and provide to BCEHS patient medical records related to the provision of the EMA FR Services:

- (a) in accordance with record keeping policies, privacy policies and guidelines established by BCEHS from time to time; and
- (b) in accordance with Appendix A [Information Sharing, Privacy and Security Provisions].

12. Term and Termination

12.1 This Collaboration Agreement will continue for an initial term of three years from the Effective Date (the "Initial Term") unless it is earlier terminated in accordance with this Section

12. Upon the expiration of the Initial Term, this Collaboration Agreement will automatically renew for successive one year periods unless it is earlier terminated in accordance with this Section 12.

12.2 BCEHS may terminate this Collaboration Agreement immediately on giving written notice of termination to the Local Government for the Local Government's failure to comply with the Act, the Regulation or other applicable laws and regulations.

12.3 If the Local Government commits a breach of this Collaboration Agreement, BCEHS may give written notice to the Local Government specifying the breach and directing its rectification in the period specified in the notice (being a period of not less than 7 days from the date of service of the notice). If the Local Government fails to rectify the breach within the period specified in such notice, BCEHS may immediately terminate this Collaboration Agreement on written notice to the Local Government.

12.4 Either Party may terminate this Collaboration Agreement without reason on giving 30 days' written notice of termination to the other Party.

13. Appendices

This Collaboration Agreement is supplemented by the following appendices which are attached hereto and form an integral part of this Collaboration Agreement:

Appendix A [Information Sharing, Privacy and Security Provisions]

14. Notices

14.1 Any written communication must be mailed by registered mail or personally delivered to the following address:

if to BCEHS:

President & CEO
British Columbia Emergency Health Services
700 – 1380 Burrard Street
Vancouver BC V6Z 2H3

with a copy to:

Executive Director, Strategic Planning and Implementation
British Columbia Emergency Health Services
150-2955 Virtual Way
Vancouver BC V5M 4X3

if to the Local Government:

Name: _____

Title: _____

Address: _____

- 14.2 Any written communication from a Party will be deemed to have been received by the other Party on the fifth business day after mailing in British Columbia or on the date of personal delivery if personally delivered.
- 14.3 Any Party may, from time to time, notify the other Party in writing of a change of address and, following the receipt of such notice, the new address will, for the purposes of Section 14.1 of this Collaboration Agreement, be deemed to be the mailing address of the Party giving notice.
- 14.4 Notwithstanding Sections 14.1 to 14.3, any notice to be provided to the Local Government Program Manager under this Collaboration Agreement may be provided to the contact address last provided by the Local Government for that Local Government Program Manager and may be given by e-mail, personal delivery, facsimile or mail.

15. Interpretation

- 15.1 The headings appearing in this Collaboration Agreement have been inserted for reference and as a matter of convenience and in no way define, limit or enlarge the scope of any provision of this Collaboration Agreement.
- 15.2 Any reference to a statute or regulation in this Collaboration Agreement, whether or not that statute has been defined, includes all regulations at any time made under or pursuant to that statute and any statute or regulation that may be passed which has the effect of supplementary or superseding such statute or regulation.
- 15.3 In this Collaboration Agreement, wherever the singular or neuter is used it will be construed as if the plural or masculine or feminine, as the case may be, had been used where the context so requires.

16. Assignment, Waiver and Amendment

- 16.1 The Local Government will not assign, directly or indirectly, this Collaboration Agreement or any right under this Collaboration Agreement nor will it sub-contract the provision of the EMA FR Services. BCEHS may assign this Collaboration Agreement in its discretion.
- 16.2 This Collaboration Agreement will enure to the benefit of and be binding upon the Parties and their successors and permitted assigns
- 16.3 No term or condition of this Collaboration Agreement and no breach by the Local Government of any such term or condition will be deemed to have been waived unless such waiver is in writing signed by BCEHS.

16.4 The written waiver by BCEHS of any breach by the Local Government of any term or condition of this Collaboration Agreement will not be deemed to be a waiver of any other provision or any subsequent breach of the same or any other provision of this Collaboration Agreement.

16.5 No amendment or modification to this Collaboration Agreement will be effective unless it is in writing and duly executed by the Parties.

17. General

17.1 This Collaboration Agreement does not operate as a permit, license, approval or other statutory authority which the Local Government may be required to obtain from the Province of British Columbia or any of its agencies in order to provide the EMA FR Services.

17.2 Nothing in this Collaboration Agreement is to be construed as interfering with the exercise by BCEHS the Province of British Columbia or its agencies of any statutory power or duty.

17.3 No partnership, joint venture, agency or other legal entity will be created by or will be deemed to be created by this Collaboration Agreement or any actions of the Parties pursuant to this Collaboration Agreement.

17.4 The Local Government will not in any manner whatsoever commit or purport to commit BCEHS to the payment of money to any person, firm or corporation.

17.5 The provisions of this Collaboration Agreement which by their nature are intended to survive, including any indemnities, will survive any expiration or sooner termination of this Collaboration Agreement.

17.6 This Collaboration Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.

17.7 If any provision of this Collaboration Agreement or the application to any person or circumstance is invalid or unenforceable to any extent, the remainder of this Collaboration Agreement and the application of such provision to any other person or circumstance will not be affected or impaired thereby, and will be enforceable to the extent permitted by law.

17.8 Each of the Parties will, upon the reasonable request of the other, make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatsoever for the better or more perfect and absolute performance of the terms and conditions of this Collaboration Agreement.

17.9 Time will be of the essence in this Collaboration Agreement.

17.10 This Collaboration Agreement constitutes the entire agreement between the Parties with respect to the subject matter of this Collaboration Agreement.

17.11 This Collaboration Agreement may be executed in counterparts, which when taken together will constitute one and the same Collaboration Agreement. This Collaboration Agreement may be executed by the exchange of signed counterparts by facsimile transmission or electronically in PDF or similar secure format.

IN WITNESS WHEREOF the Parties hereto have executed this Collaboration Agreement the day and year first written.

BC EMERGENCY HEALTH SERVICES

Per:

Authorized Signatory

Name:

Title:

ALBERNI-CLAYQUOT REGIONAL DISTRICT

Per:

Authorized Signatory

Name:

Title:

5283265.08

APPENDIX A

Information Sharing, Privacy and Security Provisions

1. Purpose and Acknowledgement

The purpose of this Appendix is to document the terms and conditions of the exchange of personal information between BCEHS and the Local Government, in compliance with the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and the Act.

The Local Government understands and acknowledges that it is a “service provider” to the BCEHS as defined in FOIPPA and as such it is subject to the provisions of FOIPPA as applicable to the personal information and records shared pursuant to this Collaboration Agreement.

2. Personal Information

In this Appendix:

“personal information”, “contact information”, and “record”, all have the meanings defined in FOIPPA.

BCEHS retains control over all personal information transferred to the Local Government under this Collaboration Agreement. The authority over all personal information, including its collection, use, disclosure, access, destruction, and integrity remains with the BCEHS. The Local Government will comply with any direction given by the BCEHS in relation to personal information collected from BCEHS.

The Local Government will appoint a knowledgeable individual within its organization to be responsible for privacy compliance. The Local Government will promptly advise BCEHS in writing upon the appointment of such individual and any changes to the appointment.

3. Collection of Personal Information

Unless this Collaboration Agreement otherwise specifies or BCEHS otherwise directs in writing, the Local Government will only collect or create personal information that is necessary for the performance of the Local Government’s obligations in connection with the EMA FR Services, the Training Services, the exercise of the Local Government’s rights or obligations under this Collaboration Agreement, or as permitted by law.

Personal Information may be collected under this Collaboration Agreement pursuant to FOIPPA sections 26(a), (c), (d), (e), (f), and (h).

4. Use and Disclosure of Personal Information

Personal information provided by BCEHS may only be used or disclosed to provide the EMA FR Services, in accordance with this Collaboration Agreement or as permitted by law. No other uses or disclosures are permitted without prior written approval by BCEHS. Without limiting the generality of the foregoing, the Local Government may not match, mine or otherwise combine or manipulate personal information without the prior written consent of BCEHS.

Personal information governed by this Collaboration Agreement may be used for consistent purposes pursuant to FOIPPA sections 32 and 34.

Personal information may be disclosed by BCEHS under this Collaboration Agreement to the Local Government pursuant to FOIPPA sections 33.2(a) and 34.

Personal Information may be disclosed by the Local Government to BCEHS pursuant to FOIPPA sections 33.1(1)(e), 33.2(a), (c), (d), and (l).

5. Investigations, Quality Improvement and Audit

The Local Government will cooperate with BCEHS and any committee, including any committee as defined in section 51 of the *Evidence Act*, as amended, including but not limited to cooperation with any investigations or quality reviews. The Local Government will, as applicable, ensure its personnel are familiar with the statutory obligations set out in section 51 of the *Evidence Act*.

6. In Canada Only

Unless BCEHS otherwise directs in writing, the Local Government may only store, permit access to, or disclose personal information inside Canada.

The Local Government acknowledges and agrees that it will take all steps necessary to prevent personal information from coming into the custody or control of, or being accessed by, a foreign entity.

7. Access Requests

If the Local Government receives a request for access to personal information related to this Collaboration Agreement from a person other than the BCEHS, the Local Government will promptly advise the person to make the request to BCEHS. If BCEHS has advised the Local Government of the name or title and contact information of an official of BCEHS to whom such requests are to be made, the Local Government will also promptly provide that official's name or title and contact information to the person making the request.

The Local Government agrees that it will immediately inform BCEHS if the Local Government receives any order, directive, ruling, requirement, judgment, injunction, award or decree, decision or other requirement issued with respect to personal information related to this Collaboration Agreement.

8. Security

Each Party will make reasonable arrangements to maintain the security of the personal information in its custody, by protecting it against such risks as unauthorized access, collection, use, disclosure or disposal. Each party will implement this Collaboration Agreement in conformity with FOIPPA and the British Columbia Office of the Chief Information Officer's policies, guidelines and standards.

The Local Government takes full responsibility for causing its volunteers, employees and subcontractors to comply with the provisions of this Collaboration Agreement. The Local Government will provide appropriate and ongoing training to its volunteers, employees and sub-contractors regarding FOIPPA and this Collaboration Agreement. The Local Government will require every volunteer, employee and subcontractor engaged in the performance of the EMA FR Services to sign a privacy and confidentiality agreement which includes a clause specifying that discipline, up to and including termination of employment, may result if an individual, without authority, accesses, uses, discloses or disposes of personal information contrary to this Collaboration Agreement. **A form of the required agreement is set out in Schedule "A".**

9. Compliance Monitoring and Investigations

The Local Government will record and monitor access to the personal information in its possession, and make such information and related records available to BCEHS upon request.

The Local Government will advise BCEHS within one working day of any circumstances, incidents or events, which to its knowledge have jeopardized or may in future jeopardize:

- (a) the privacy of individuals; or
- (b) the security of any computer or communication system in its custody that is used to access or store the personal information.

If for any reason the Local Government does not comply, or anticipates that it will be unable to comply, with a provision in this Collaboration Agreement in any respect, the Local Government will promptly notify BCEHS of the particulars of the non-compliance or anticipated non-compliance and what steps it proposes to take to address, or prevent recurrence of, the non-compliance or anticipated non-compliance.

The Local Government will investigate all reported cases of:

- (a) unauthorized access to or modification of the personal information in its custody;
- (b) unauthorized use of the personal information in its custody;
- (c) unauthorized disclosure of the personal information in its custody; and
- (d) breaches of privacy or security with respect to the personal information in its custody or with respect to any electronic system in its custody that is used to access the personal information.

The Local Government will report to BCEHS the results of any such investigation and the steps taken to address any remaining issues or concerns about the security of the personal information or electronic systems, or the privacy of individuals to whom the personal information relates.

The Local Government will co-operate with, and assist in, any BCEHS investigation of a complaint that personal information has been collected, used or disclosed contrary to FOIPPA or this Collaboration Agreement.

10. Termination of Agreement - General

Upon termination of this Collaboration Agreement, the Local Government will be required to immediately return all personal information provided to it by BCEHS. Personal information may not be withheld from the BCEHS for any reason, including in any dispute.

11. Indemnity

The Local Government will indemnify and hold BCEHS harmless from and against any and all claims, demands, actions, damages, losses, liabilities, and expenses of any nature (including reasonable attorneys' fees and expenses) arising from the Local Government's failure to comply with the applicable information sharing, privacy and security terms and conditions of this Collaboration Agreement (regardless of whether such is related to breach of contract, tort, strict liability, penalties, fines or otherwise).

12. General

If a provision of this Collaboration Agreement (including any direction given by BCEHS under this Collaboration Agreement) conflicts with a requirement of FOIPPA or an applicable order of the Commissioner under FOIPPA, the conflicting provision of this Collaboration Agreement (or direction) will be inoperative to the extent of the conflict. If a provision of this Collaboration Agreement (including any direction given by BCEHS under this Collaboration Agreement) conflicts with the information sharing, privacy and security obligations of the Local Government, the conflicting provision of the Collaboration Agreement will be inoperative to the extent of the conflict.

SCHEDULE "A"

_____ [Name of Individual] ("Contractor") will be providing services to _____ [name of Local Government] (the "Local Government") located at _____. In providing services to the Local Government, Contractor will have the ability to access, collect and use personal information of patients and other confidential information (the "**Confidential Information**"), and Contractor is obligated to ensure the privacy, confidentiality and security of the Confidential Information.

COVENANT

I, the undersigned Contractor, acknowledge that upon my engagement with Local Government, it will be a condition of my access to Confidential Information that I maintain the confidentiality and security of the Confidential Information and report any breach or suspected breach of confidentiality or security and any wrongdoing or suspected wrongdoing of which I am or become aware.

I, the undersigned, agree that upon my engagement with Local Government:

I will access and deal with Confidential Information: (a) only to the extent expressly required in order for me to perform my regular duties with Local Government and to patients; and (b) in strict accordance with the written policies and processes that have been determined by Local Government (collectively, the "**Security Requirements**").

I will not disclose any Confidential Information except as clearly permitted or provided for by the Security Requirements.

I acknowledge and agree that, if I cease providing services to the Local Government, I will not disclose to any person any Confidential Information nor take with me any Confidential Information received during my relationship with Local Government.

I acknowledge that, upon my engagement with Local Government, my failure to comply with the provisions of this Agreement will be cause for and may result in disciplinary action up to and including, where necessary, the termination of my relationship with Local Government.

IN WITNESS WHEREOF I have executed this)
 Access Agreement as of the _____ day of)
 _____, 20____. SIGNED,)
 SEALED and DELIVERED by ♦ in the)
 presence of:)
)
 _____)
 Signature)
 _____)
 Print Name)
 _____)
 Address)
 _____)
 _____)
 Occupation)

 ♦

REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Meeting Date: August 24, 2016

Subject: Cherry Creek Community Parks - Bike BC Funding Conditional Grant Agreement

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Conditional Grant Agreement with the Ministry of Transportation and Infrastructure, BikeBC Program, to receive a maximum of \$38,549 or 50% of total eligible project costs, whichever is less, towards construction of the Cherry Creek Cycling and Walking Trail.

Summary:

In April of 2016, the Board of Directors approved the application for funding submission to the BikeBC program to assist with the construction of a portion of trail along Cherry Creek Road from the Cherry Creek Hall to the bridge just outside the city limit. The application was successful and attached is the agreement for the 50% funding grant for the Cherry Creek cycling and walking trail.

The trail will be an extension of the current trail and provide a separate path from the roadway and would enable safe cycling and walking to access the main roads of the Alberni Valley. It would also provide a connection to the existing biking and walking trails in the community, linking high density rural areas with an established and growing network of bike trails.

Time Requirements – Staff & Elected Officials:

Staff time to co-ordinate the project and submit documentation as required to BikeBC.

Financial:

Cherry Creek Community Parks service was allocated \$80,000 in Gas Tax funding for trails by the Board of Directors in March of 2016. These funds can be used to supply the 50% share of funding for the ACRD share of the project, this was confirmed by staff at the BikeBC program.

Submitted by: 

Janice Hill, Environmental Services Coordinator

Approved by: 

Russell Dyson, Chief Administrative Officer

CONDITIONAL GRANT AGREEMENT

THIS AGREEMENT made the _____ day of _____, 2016

BETWEEN:

Ministry of Transportation & Infrastructure

("the Ministry")

OF THE FIRST PART

AND:

Alberni-Clayoquot Regional District

(the "Recipient")

OF THE SECOND PART

WHEREAS:

The Ministry wishes to provide through the BikeBC Program to the Recipient on the terms and conditions below, to a maximum of \$38,549 or 50% of the total eligible project costs, whichever is less, towards construction of the **Cherry Creek Cycling and Walking Trail**.

NOW THEREFORE, in consideration of these promises, and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by each of the parties), the parties agree as follows:

DEFINITIONS

1.01 In this Agreement:

- (a) "Authorized Representative" means the person or persons with legal authority and agency to legally bind the recipient, and who signs this document accordingly;
- (b) "Event of Default" means any of the events described in paragraph 13.01;
- (c) "Material" means all findings, data, specifications, drawings, spread sheets, evaluations, working papers, reports, surveys documents (both printed and electronic including but not limited to hard disk or diskettes), material, databases, procedures manuals whether complete or otherwise that have been produced, received or acquired by, or provided by or on behalf of the Ministry to the Recipient as a result of this Agreement;
- (d) "Project" means the project described in Schedule "A" attached to this Agreement;
- (e) "Term" means the period in paragraph 3.01;
- (f) "Eligible Costs" means all capital construction expenses incurred as defined by the program's guidelines, which are directly related to the construction of the project, including labour, materials, applicable taxes, equipment and regulatory, directional and warning signs, and erection of project signage as per section 6.01(j). Costs must be incurred during the period of **April 9, 2016 to July 20, 2017**;

- (g) “Project Costs” means all amounts paid or incurred in respect of the Project; and
- (h) “Project Completion” means when all construction as necessary to facilitate the safe, uninterrupted, and unobstructed public use of infrastructure, shared roadway, bike lanes, and separated bike paths has been satisfactorily completed by **July 20, 2017**.

PAYMENT

- 2.01 Subject to the provisions of this Agreement, the Ministry will provide the Recipient with payment, in the amount and manner, and at the times set out in Schedule "B" attached to this Agreement.

TERM OF AGREEMENT

- 3.01 The term of this Agreement will commence on the date of execution and delivery of the Agreement and will end on **July 20, 2018** unless sooner terminated by the Ministry.

REPRESENTATIONS AND WARRANTIES

- 4.01 The Recipient represents and warrants to the Ministry, with the intent and understanding that the Ministry will rely thereon in entering into this Agreement, that:
 - (a) all information statements, documents and reports furnished or submitted by the Recipient to the Ministry in connection with this Agreement are true and correct to the best of the Recipient's knowledge;
 - (b) the Recipient has no knowledge of any fact that materially adversely affects, or so far as it can foresee might materially adversely affect, the Recipient's properties, assets, financial condition, business or operations, or its ability to fulfill its obligations under this Agreement;
 - (c) the Recipient is not in breach of, or in default under, any law, statute or regulation applicable to or binding on it that may affect the Program;
 - (d) the Recipient has the power and capacity to accept, execute and deliver this Agreement; and,
 - (e) this Agreement is binding upon and enforceable against the Recipient in accordance with its terms.
- 4.02 All statements contained in any certificate, application or other document delivered by or on behalf of the Recipient to the Ministry under this Agreement, or in connection with any of the transactions contemplated hereby, will be deemed to be representations and warranties by the Recipient under this Agreement.
- 4.03 All representations, warranties, covenants and agreements made herein, and all certificates, applications or other documents delivered by or on behalf of the Recipient, are material and will conclusively be deemed to have been relied upon by the Ministry and will continue in full force and effect during the continuation of this Agreement.

RELATIONSHIP

- 5.01 No partnership, joint venture, agency or other legal entity will be created by, or will be deemed to be created by, this Agreement or any actions of the parties pursuant to this Agreement.
- 5.02 The Recipient is an independent contractor and is not the servant, employee or agent of the Ministry.
- 5.03 The Recipient will not in any manner whatsoever commit or purport to commit the Ministry for the payment of money to anyone.

RECIPIENT'S OBLIGATIONS

- 6.01 The Recipient will:
- (a) carry out the Project in accordance with the terms of this Agreement;
 - (b) at the request of the Ministry, fully inform the Ministry of the work done and to be done by the Recipient in connection with the Project;
 - (c) at the request of the Ministry, permit the Ministry at all reasonable times to examine and copy the Material;
 - (d) expend funds received as under this Agreement in accordance with the terms of this Agreement and only for the purpose of carrying out the Project;
 - (e) obtain the prior written consent of the Ministry for any changes to the scope of the Project;
 - (f) observe, abide by and comply with all laws, by-laws, orders, directions, rules and regulations of any competent government Ministry or branch or agency thereof directly or indirectly applicable to the Recipient or this Agreement;
 - (g) if requested by the Ministry, provide evidence satisfactory to the Ministry that the representations and warranties set forth in paragraph 4.01 are true and correct;
 - (h) file all tax, corporate information, if applicable, and other returns required to be filed by the laws of British Columbia or Canada, and will comply with all workers' compensation legislation and other similar legislation to which the Recipient may be subject, and will pay all taxes, fees and assessments calculated to be due by the Recipient under those laws;
 - (i) co-operate with the Ministry in making such public announcements regarding the Project and the details of this Agreement as the Ministry see fit;
 - (j) if requested, to erect and maintain, for the duration of the project, signs as specified by the Ministry at a prominent location on the project site, (signs on the property of the recipient to be maintained by the recipient) with costs of the sign paid for by the Ministry and costs of erection paid for by the recipient, with 50% of said erection costs being invoiced to the Province upon project completion;
 - (k) repay all monies forthwith upon demand by the Ministry if the terms and conditions of this Agreement are not met; and,

- (l) maintain any facilities developed, constructed or otherwise created by this Project in good condition.

RECORDS

7.01 The Recipient will:

- (a) establish and maintain accurate books of account and records in relation to the Project in a manner acceptable to the Ministry (including supporting documentation of all expenditures related to the Project);
- (b) permit the Ministry at any time or times during normal business hours, to copy or audit, or both, any or all of the books of account and records (including supporting documents) referred to in subparagraph (a) of this paragraph;
- (c) provide to the Ministry a statement of all work done and expenditures made on the Project during the period; and

STATEMENTS AND ACCOUNTING

8.01 Within 90 days of project completion, the Recipient will submit to the Ministry:

- (a) a written certification, executed by an Authorized Representative, of all work undertaken on the Project, clearly indicating any variation between the work in Schedule “A” and the work done; and
- (b) a detailed claim form, in form and content satisfactory to the Ministry, an accounting for all of the funds provided to the Recipient pursuant to paragraph 2.01, such statement to be certified true and correct by the Authorized Representative.

APPROPRIATION

9.01 Notwithstanding any other provision of this Agreement, the payment of money by the Ministry to the Recipient pursuant to this Agreement is subject to:

- (a) there being sufficient monies available in an appropriation, as defined in the B.C. Financial Administration Act (the “FAA”), to enable the Ministry in any fiscal year when any payment of money by the Ministry falls due pursuant to this Agreement, to make that payment; and
- (b) Treasury Board, as defined in the FAA, not having controlled or limited, pursuant to the FAA, expenditure under any appropriation referred to in subparagraph (a) of this paragraph.

REPORTS

10.01 The Recipient will deliver to the Ministry such written reports, in form and content satisfactory and prepared by a person acceptable to the Ministry, as the Ministry may from time to time request concerning either the progress under this Agreement or the financial condition of the Recipient.

10.02 Within one year after project completion, the Recipient will deliver to the Ministry a written report which outlines the expectations the Recipient had for the project in the initial request (in terms of ridership levels, safety, other objectives) and compares those

expectations to what has actually materialized in the one year period since the project was completed.

CONFLICT OF INTEREST

11.01 The Recipient will not, during the Term, perform a service for or provide advice to any person, or entity where the performance of such service or the provision of the advice may or does in the reasonable opinion of the Ministry, give rise to a conflict of interest between the obligations of the Recipient to the Ministry under this Agreement and the obligations of the Recipient to such other person, or entity.

CONFIDENTIALITY

12.01 Subject to the laws of the Province and Canada, the Recipient will treat as confidential all information or Material supplied to or obtained by the Recipient as a result of this Agreement and will not permit the publication, release or disclosure of the same without the prior written consent of the Ministry or except if such disclosure is necessary to enable the Recipient to fulfill its obligations under this Agreement.

DEFAULT

13.01 Any of the following events will constitute an Event of Default, namely:

- (a) the Recipient fails to comply with any provision of this Agreement;
- (b) any representation or warranty made by the Recipient in accepting this Agreement is untrue or incorrect;
- (c) any information, statement, certificate, report or other document furnished or submitted by or on behalf of the Recipient pursuant to or as a result of this Agreement is untrue or incorrect;
- (d) the Recipient ceases to operate;
- (e) a change occurs with respect to any one or more, including all, of the properties, assets, financial condition, business or operations of the Recipient which, in the opinion of the Ministry, materially adversely affects the ability of the Recipient to fulfill its obligations under this Agreement;
- (f) an order is made or a resolution is passed or a petition filed for the liquidation or winding up of the Recipient;
- (g) the Recipient becomes insolvent or commits an act of bankruptcy or makes an assignment for the benefit of its creditors or otherwise acknowledges its insolvency;
- (h) a bankruptcy petition is filed or presented against, or a proposal under the Bankruptcy Act (Canada) is made by, the Recipient;
- (i) a receiver or receiver-manager of any property of the Recipient is appointed; or,
- (j) the Recipient permits any sum which is not disputed to be due by it to remain unpaid after legal proceedings have been commenced to enforce payment thereof.

- 13.02 Upon the occurrence of any Event of Default and at any time thereafter the Ministry may, notwithstanding any other provision of this Agreement, at its complete discretion and exercisable by written notice to the Recipient:
- (a) declare all monies paid under this Agreement to be due and payable by the Recipient to the Ministry and such monies will immediately become due and payable without presentment, demand, protest or any other notice of any kind to the Recipient, all of which are hereby expressly waived; and,
 - (b) terminate this Agreement.
- 13.03 Any rights, powers and remedies conferred on the Ministry under this Agreement or under any statute or law are not intended to be exclusive and each shall be cumulative and in addition to and not in substitution for every other right, power and remedy existing or available to the Ministry under this Agreement, any other agreement, at law or in equity.
- 13.04 The exercise by the Ministry of any right, power, or remedy will not preclude the simultaneous or later exercise by the Ministry of any other right, power or remedy.

MINISTRY

- 14.01 The Recipient will refer all matters pertaining to the Agreement to the Ministry.

INDEMNITY

- 15.01 The Recipient will at all times indemnify and save harmless Her Majesty the Queen in Right of the Province of British Columbia (“the Province”), as represented by the Minister of Transportation and Infrastructure (“the Minister”), and the employees, servants, and agents of the Minister and the Province, from and against all claims, actions, causes of action, demands, losses, damages, costs, liabilities, expenses, fines, fees, penalties, assessments and levies, made against or incurred, suffered or sustained by any of them, at any time or times (whether such interest, fines or costs are court ordered or otherwise and whether before or after the expiration or termination of this Agreement) where the same or any of them are sustained in any way as a result of this Agreement, which indemnity will survive the expiration or sooner termination of this Agreement.

ASSIGNMENT AND SUBCONTRACTING

- 16.01 The Recipient will not, without the prior written consent of the Ministry, assign, whether directly or indirectly, this Agreement or any right or rights of the Recipient under this Agreement.
- 16.02 The Recipient will ensure that any Contracts it awards to any Third Party will be awarded in a way that is transparent, competitive, and consistent with value for money principles. No tendering clauses are to be used that allows the Recipient to not accept a tender from a bidder who has engaged, directly or indirectly, in a contract dispute whether through contract dispute resolution procedures or a legal proceeding in relation to any other contract with the Recipient.

OTHER FUNDING

- 17.01 If the Recipient receives, or has received, for or in respect of the Project from any person, firm, corporation or other government or governmental body, then the Recipient will forthwith provide the Ministry with full and complete particulars thereof.

NOTICES

- 18.01 Any notice, consent, waiver, statement, other document or payment and any or all of the Material that either party may desire or be required to give or deliver to the other will be conclusively deemed validly given or delivered to and received by the addressee, if delivered personally on the date of delivery or, if mailed, on the fifth business day after the mailing of the same in Canada by prepaid post addressed, if to the Ministry:

**Ministry of Transportation and Infrastructure
Attn: Alan Callander, Manager, Active Transportation
PO Box 9850 Stn Prov Govt
5D - 940 Blanshard Street
Victoria, BC V8W 9T5**

and if to the Recipient:

**Alberni-Clayoquot Regional District
Attn: Janice Hill, Environmental Services Coordinator
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3**

- 18.02 Either Party must give written notice to the other party of any change of address of the party giving such notice, and after the giving of such notice the address therein specified will, for purposes of paragraph 18.01, be conclusively deemed to be the address of the party giving such notice.
- 18.03 Any notice, report, direction or other document transmitted by facsimile transmission from either party will be conclusively deemed validly given to and received by the intended recipient when so transmitted to the facsimile numbers the parties so advise.

NON-WAIVER

- 19.01 No term or condition of this Agreement and no breach by the Recipient of any such term or condition will be deemed to have been waived unless such waiver is in writing signed by the Ministry.
- 19.02 The written waiver by the Ministry of any breach by the Recipient of any term or condition of the Agreement will not be deemed a waiver of such term or condition or of any subsequent breach by the Recipient of the same or any other term or condition of this Agreement.

ENTIRE AGREEMENT

- 20.01 This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement.

FURTHER ACTS AND ASSURANCES

- 21.01 Each of the parties will, upon the reasonable request of the other, make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatever for the better or more perfect and absolute performance of the terms and conditions of this Agreement.

TIME OF ESSENCE

- 22.01 Time will be of the essence of this Agreement.

SURVIVAL OF PROVISIONS

- 23.01 All of the provisions of this Agreement in favour of the Ministry and all of the rights and remedies of the Ministry, whether at law or in equity, will survive any expiration or sooner termination of this Agreement.

INTERPRETATION

- 24.01 This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.
- 24.02 The headings appearing in this Agreement have been inserted for reference and as a matter of convenience and in no way define, limit or enlarge the scope of any provision of this Agreement.
- 24.03 Any reference to a statute in this Agreement, whether or not that statute has been defined, includes all regulations at any time made under or pursuant to that statute and any amendments to that statute.
- 24.04 In this Agreement wherever the singular or neuter is used it will be construed as if the plural or masculine or feminine, as the case may be, had been used where the context so requires.
- 24.05 The Schedules to this Agreement are an integral part of this Agreement as if set out at length in the body of this Agreement.
- 24.06 No amendment or modification to this Agreement will be effective unless it is in writing and duly executed by the parties.
- 24.07 If any provision of this Agreement or the application to any person or circumstances is invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provision to any other person or circumstance will not be affected or impaired thereby and will be enforceable to the extent permitted by law.
- 24.08 All dollar amounts expressed in this Agreement refer to lawful currency of Canada.
- 24.09 Unless the context otherwise indicates, any reference to this Agreement means this instrument and all of the Schedules attached to it, and any reference to any paragraph or subparagraph by number is a reference to the appropriate paragraph or subparagraph in this Agreement.
- 24.10 Nothing in this Agreement operates as a consent, permit, approval or authorization by the Government of the Province of British Columbia or by any Ministry, Branch or agency thereof, to or for anything related to the Project that by statute the Recipient is required to obtain unless it is expressly stated in this Agreement to be such a consent, permit, approval or authorization.

SUCCESSORS AND ASSIGNS

25.01 This Agreement will continue for the benefit of and be binding upon both the Recipient and its successors and permitted assigns, and the Ministry and its assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first above written.

Signed on behalf of Her Majesty the Queen
in the right of the Province of British
Columbia, as represented by the Minister
of Transportation and Infrastructure on

_____, 20 _____

Signature of Authorized Representative of
the Ministry

Cam Filmer
Printed Name

Executive Director, Transportation Policy Branch
Title

Signed on behalf of the Alberni-Clayoquot Regional District on

_____, 20 _____

Signature of Authorized Representative of
the Alberni-Clayoquot Regional District

Printed Name

Title

SCHEDULE “A”

DESCRIPTION OF PROJECT

1. The project will consist of a 0.64 km long, 2 m wide aggregate surface multiuse path between Cherry Creek Hall and the Cherry Creek Bridge.
2. The Recipient will carry out the following in accordance with the instructions given by the Ministry:
 - (a) Project completion as of **July 20, 2017**.
 - (b) Provide a final report within one year of project completion including aspects of the project such as bike counts, photos, and if any safety issues or further development or extension on the project.
 - (c) Provide a quarterly progress report on the project including photos, and any concerns or issues that have occurred.

SCHEDULE “B”

PAYMENT

1. The Ministry will provide to the Recipient for the Project in the amount, and in accordance with the schedule, set out below:

The total approved amount or 50% of the total eligible costs, whichever is less, will be issued to the Recipient upon receipt by the Ministry of:

- a written certification, executed by an Authorized Representative, of all work undertaken on the Project;
- a claim form; and
- a summary of expenditures supported by invoices.

All documentation associated with the Project that are deemed eligible for cost-sharing must be submitted within 90 days after project completion as per section 8.01 for payment of the Contribution by the Ministry to the following address:

Ministry of Transportation and Infrastructure
Attn: Alan Callander, Manager, Active Transportation
PO Box 9850 Stn Prov Govt
5D - 940 Blanshard Street
Victoria, BC V8W 9T5

2. Notwithstanding paragraph 1 of this Schedule, in no event will the payable to the Recipient in accordance with this Schedule exceed, in the aggregate, the lesser of:
 - (a) **\$38,549** or
 - (b) 50% of the actual Eligible Costs of completing the Project, as defined in Schedule “A”.

REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services
Dan Holder, Contractor, Emergency/Fire Services Coordinator

Meeting Date: August 24, 2016

Subject: **Appointment of Interim Fire Chief – Bamfield Volunteer Fire Department**

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Mark Kelly, Interim Fire Chief of the Bamfield Volunteer Fire Department.

THAT the Alberni-Clayoquot Regional District forward a letter of appreciation to Eric Clelland for his service as Fire Chief of the Bamfield Volunteer Fire Department.

Desired Outcome:

To appoint an interim fire chief of the Bamfield Volunteer Fire Department (BVFD) until a new fire chief is appointed.

Background:

On August 2, 2016, Eric Clelland, Fire Chief of the BVFD resigned effective immediately.

Mr. Mark Kelly, former Fire Chief of the Department has offered to serve as Interim Fire Chief until a new Fire Chief is appointed by the ACRD Board. Recruitment of a new Fire Chief of the BCVFD will commence as soon as possible. We hope to have a new Fire Chief appointed in the fall of 2016.

As per Bylaw R1023, Fire Department Operational Criteria, 2012, the Alberni-Clayoquot Regional District Board of Directors appoints the Fire Chief by resolution for a term not to exceed three years. The Bylaw defines the duties and responsibilities of Fire Chief.

Time Requirements – Staff & Elected Officials:

Some staff and contractors time required to recruit a new fire chief.

Financial:

Any associated recruitment costs will be paid for by the service area.

Wendy Thomson

Submitted by: _____
Wendy Thomson, Manager of Administrative Services

Dan Holder

Dan Holder, Contractor, Emergency/Fire Service Coordinator

Russell Dyson

Approved by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

TO: Board of Directors
FROM: Teri Fong, CPA, CGA, Manager of Finance
DATE OF MEETING: August 24, 2016
RE: Finance Warrant No.567

Recommendation:

That the Board of Directors approves Finance Warrant Number 567 in the amount of \$1,313,107.32 dated July 31, 2016.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL
That the Regional District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.
2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none
3. FINANCIAL – none
4. POLICY OR LEGISLATIVE – none
5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN
Improve financial controls by increasing the transparency of the Regional District's financial affairs.
6. COMMUNICATIONS ISSUES - none

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



Cheque Register - Detail - Supp.



AP5100

Date : Aug 16, 2016

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Time : 2:24 pm

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

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

Supplier	Supplier Name	Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description		Debit	Credit		
00019	0946982 BC LTD (DBA - ACE FLAGGING)						
000139-0001	08-Jul-2016		Issued	178	T	1264.99	
102-2541	01-4-2500-000	PAYABLES - TRADE			1264.99		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
Total :					1264.99	0.00	1264.99
Supplier Total :					1264.99	0.00	1264.99
00012	ABELL PEST CONTROL INC						
039474	20-Jul-2016		Issued	184	C	89.25	
07710841	01-4-2500-000	PAYABLES - TRADE			89.25		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL							
Total :					89.25	0.00	89.25
Supplier Total :					89.25	0.00	89.25
00016	ACE COURIER SERVICES						
000139-0002	08-Jul-2016		Issued	178	T	78.43	
14175636	01-4-2500-000	PAYABLES - TRADE			25.45		
Invoice Description --> BCWS - WATER MONITORING							
14175666	01-4-2500-000	PAYABLES - TRADE			52.98		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM - FREIGHT							
Total :					78.43	0.00	78.43
000140-0001	22-Jul-2016		Issued	183	T	175.58	
14176403	01-4-2500-000	PAYABLES - TRADE			47.99		
Invoice Description --> BCWS - METER EXCHANGE & WATER MONITORING - FREIGHT							
14176350	01-4-2500-000	PAYABLES - TRADE			127.59		
Invoice Description --> BCWS - METER EXCHANGE \$42.92, WCLF - WATER MONITORING \$78.59 - FREIGHT							
Total :					175.58	0.00	175.58
Supplier Total :					254.01	0.00	254.01
00030	ACKLANDS-GRAINGER INC.						
000140-0002	22-Jul-2016		Issued	183	T	629.72	
9156599160	01-4-2500-000	PAYABLES - TRADE			48.22		
Invoice Description --> BCWS - OFFICE SUPPLIES							
9153876819	01-4-2500-000	PAYABLES - TRADE			59.87		
Invoice Description --> LBA - OFFICE SUPPLIES							
9158598426	01-4-2500-000	PAYABLES - TRADE			77.89		
Invoice Description --> BCVFD - EQUIPMENT							
9154797287	01-4-2500-000	PAYABLES - TRADE			95.74		
Invoice Description --> SLMP - SHED EQUIPMENT							
9156599152	01-4-2500-000	PAYABLES - TRADE			125.40		
Invoice Description --> BCWS - SMALL TOOLS							
222.60	01-4-2500-000	PAYABLES - TRADE			222.60		
Invoice Description --> LBA - OFFICE SUPPLIES							

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



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Date : Aug 16, 2016 **Time :** 2:24 pm

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

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				629.72	0.00	629.72
Supplier Total :				629.72	0.00	629.72

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0059	ADELHARDT CONCRETE PLUS					
39478	20-Jul-2016	Issued	184	C	2454.38	
054165	01-4-2500-000	PAYABLES - TRADE		2454.38		
Invoice Description --> AVLF - 3RD AVE DEPOT UPGRADE - CAPITAL						
Total :				2454.38	0.00	2454.38
39526	26-Jul-2016	Issued	190	C	2033.50	
054171	01-4-2500-000	PAYABLES - TRADE		2033.50		
Invoice Description --> ACRD - GENERATOR SLAB - CAPITAL						
Total :				2033.50	0.00	2033.50
Supplier Total :				4487.88	0.00	4487.88

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0031	AGAT LABORATORIES					
00140-0003	22-Jul-2016	Issued	183	T	1921.50	
16278595E	01-4-2500-000	PAYABLES - TRADE		1921.50		
Invoice Description --> WCLF - WATER MONITORING						
Total :				1921.50	0.00	1921.50
Supplier Total :				1921.50	0.00	1921.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0170	AINES & TYLER ELECTRIC					
39479	20-Jul-2016	Issued	184	C	75105.91	
16-000350	01-4-2500-000	PAYABLES - TRADE		75105.91		
Invoice Description --> AVEP - SUPPLY AND INSTALL BACK UP GENERATOR 80% COMPLETE						
Total :				75105.91	0.00	75105.91
Supplier Total :				75105.91	0.00	75105.91

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0062	AIR QUALITY COUNCIL					
39527	26-Jul-2016	Issued	190	C	5000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE		5000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				5000.00	0.00	5000.00
Supplier Total :				5000.00	0.00	5000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date				
Invoice No.	Account No.	Account Description		Debit	Credit
0056	AIRGAS CANADA INC.				
39477	20-Jul-2016	Issued	184	C	183.33
287105	01-4-2500-000	PAYABLES - TRADE		0.82	
Invoice Description --> BCVFD - EQUIPMENT					
287167	01-4-2500-000	PAYABLES - TRADE		28.22	

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



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Date : Aug 16, 2016

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Time : 2:24 pm

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

Bank : 0099 To 4
Status : All
Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	SLVFD - OXYGEN					
286786	01-4-2500-000	PAYABLES - TRADE		154.29		
Invoice Description -->	BCVFD - EQUIPMENT					
Total :				183.33	0.00	183.33
Supplier Total :				183.33	0.00	183.33

0060 ALBERNI COMMUNICATIONS & ELECTRONICS						
000139-0003	08-Jul-2016		Issued	178	T	189.28
21667	01-4-2500-000	PAYABLES - TRADE			38.08	
Invoice Description -->	BCVFD - EQUIPMENT					
21681	01-4-2500-000	PAYABLES - TRADE			151.20	
Invoice Description -->	BCVFD - EQUIPMENT					
Total :				189.28	0.00	189.28
Supplier Total :				243.71	0.00	243.71

0021 ALBERNI DISTRICT CO-OP ASSOCIATION						
000139-0003	20-Jul-2016		Issued	184	C	1884.37
SLVFD - JUN/16	01-4-2500-000	PAYABLES - TRADE			67.99	
Invoice Description -->	SLVFD - JUNE 2016 FUEL COSTS					
BCVFD - JUN/16	01-4-2500-000	PAYABLES - TRADE			253.31	
Invoice Description -->	BCVFD - JUNE 2016 FUEL COSTS					
ACRD - JUN/16	01-4-2500-000	PAYABLES - TRADE			711.62	
Invoice Description -->	ACRD - JUNE 2016 FUEL COSTS					
BCWS - JUN/16	01-4-2500-000	PAYABLES - TRADE			851.45	
Invoice Description -->	BCWS - JUNE 2016 FUEL COSTS					
Total :				1884.37	0.00	1884.37
Supplier Total :				1884.37	0.00	1884.37

0188 ALBERNI INDUSTRIAL MARINE SUPPLY LTD.						
000140-0005	22-Jul-2016		Issued	183	T	641.33
62596A	01-4-2500-000	PAYABLES - TRADE			171.26	
Invoice Description -->	SLMP - BOAT SUPPLIES					
63291A	01-4-2500-000	PAYABLES - TRADE			470.07	
Invoice Description -->	SLMP - BOAT SAFETY KIT					
Total :				641.33	0.00	641.33

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Supplier : 0002 To Z4209
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 Batch No. : All

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				641.33	0.00	641.33

0190 ALBERNI ISLAND SHUTTLE							
39432	05-Jul-2016		Issued	179	C	210.00	
160622	01-4-2500-000	PAYABLES - TRADE				210.00	
Invoice Description --> ACRD - BOARD TRAVEL - TOUR - AVRA, COUGAR PARK, HAROLD BISHOP HALL							
Total :					210.00	0.00	210.00
Supplier Total :					210.00	0.00	210.00

0032 ALBERNI LANDSCAPING							
00140-0006	22-Jul-2016		Issued	183	T	409.50	
6118	01-4-2500-000	PAYABLES - TRADE				409.50	
Invoice Description --> AVRA - LANDSCAPING							
Total :					409.50	0.00	409.50
Supplier Total :					409.50	0.00	409.50

0380 ALBERNI SEPTIC TANK SERVICE							
39433	05-Jul-2016		Issued	179	C	173.25	
A-6838	01-4-2500-000	PAYABLES - TRADE				173.25	
Invoice Description --> SLCP - COUGAR SMITH PARK - PUMP SEPTIC TANK							
Total :					173.25	0.00	173.25
39480	20-Jul-2016		Issued	184	C	134.40	
13357	01-4-2500-000	PAYABLES - TRADE				134.40	
Invoice Description --> SLCP - JULY TOILET RENTAL - DIXON PARK							
Total :					134.40	0.00	134.40
Supplier Total :					307.65	0.00	307.65

0095 ALBERNI VALLEY CHAMBER OF COMMERCE							
39529	26-Jul-2016		Issued	190	C	4000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE				4000.00	
Invoice Description --> 2016 GRANT IN AID							
Total :					4000.00	0.00	4000.00
Supplier Total :					4000.00	0.00	4000.00

0216 ALBERNI VALLEY HOSPICE SOCIETY							
39530	26-Jul-2016		Issued	190	C	10000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE				10000.00	
Invoice Description --> 2016 GRANT IN AID							
Total :					10000.00	0.00	10000.00

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				10000.00	0.00	10000.00

0439	ALBERNI VALLEY OUTDOOR CLUB					
39481	20-Jul-2016	Issued	184	C	726.03	
FEB23-JUN28-16	01-4-2500-000	PAYABLES - TRADE		726.03		
Invoice Description -->		REGIONAL PARKS - ALBERNI INLET TRAIL MAINTENANCE				
Total :				726.03	0.00	726.03
Supplier Total :				726.03	0.00	726.03

0080	ALBERNI VALLEY RESCUE SQUAD					
39528	26-Jul-2016	Issued	190	C	6000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE		6000.00		
Invoice Description -->		2016 GRANT IN AID				
Total :				6000.00	0.00	6000.00
Supplier Total :				6000.00	0.00	6000.00

0458	ALBERNI VALLEY WRESTLING CLUB					
39531	26-Jul-2016	Issued	190	C	1500.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE		1500.00		
Invoice Description -->		2016 GRANT IN AID				
Total :				1500.00	0.00	1500.00
Supplier Total :				1500.00	0.00	1500.00

0207	ALPORT INSURANCE AGENCIES INC.					
39431	04-Jul-2016	Issued	175	C	580.00	
SLMP-BOAT INSUR,	01-4-2500-000	PAYABLES - TRADE		580.00		
Invoice Description -->		SLMP - BOAT INSURANCE				
Total :				580.00	0.00	580.00
Supplier Total :				580.00	0.00	580.00

0270	ANDREW SHERET LTD.					
00139-0004	08-Jul-2016	Issued	178	T	2079.35	
03-070521	01-4-2500-000	PAYABLES - TRADE		12.32		
Invoice Description -->		BCWS - METER EXCHANGE PROGRAM				
03-070523	01-4-2500-000	PAYABLES - TRADE		43.68		
Invoice Description -->		BCWS - METER EXCHANGE PROGRAM				
03-070737	01-4-2500-000	PAYABLES - TRADE		160.62		
Invoice Description -->		BCWS - METER EXCHANGE PROGRAM				
03-070527	01-4-2500-000	PAYABLES - TRADE		465.47		
Invoice Description -->		BCWS - METER EXCHANGE PROGRAM				
03-069969	01-4-2500-000	PAYABLES - TRADE		647.98		
Invoice Description -->		BCWS - METER EXCHANGE PROGRAM				

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
03-070156	01-4-2500-000	PAYABLES - TRADE	749.28				
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
Total :			2079.35	0.00			2079.35
00140-0007	22-Jul-2016			Issued	183	T	1098.11
03-071242	01-4-2500-000	PAYABLES - TRADE	255.30				
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
03-070769	01-4-2500-000	PAYABLES - TRADE	842.81				
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
Total :			1098.11	0.00			1098.11
Supplier Total :			3177.46	0.00			3177.46

0022 AON REED STENHOUSE INC.

39476	20-Jul-2016			Issued	184	C	42583.00
3250000051977001	01-4-2500-000	PAYABLES - TRADE	1400.00				
Invoice Description --> BAMFIELD PORT DESIRE INSURANCE							
52031001-52033001	01-4-2500-000	PAYABLES - TRADE	41183.00				
Invoice Description --> PROPERTY AND BOILER INSURANCE JULY 1, 2016 TO JULY 1, 2017							
Total :			42583.00	0.00			42583.00
Supplier Total :			42583.00	0.00			42583.00

0394 ASSOCIATED FIRE SAFETY EQUIPMENT

00140-0008	22-Jul-2016			Issued	183	T	8402.48
15068	01-4-2500-000	PAYABLES - TRADE	8402.48				
Invoice Description --> SLVFD - EQUIPMENT - FLAME FIGHTER GEAR							
Total :			8402.48	0.00			8402.48
Supplier Total :			8402.48	0.00			8402.48

0508 BAMFIELD BUILDERS SUPPLY

00140-0009	22-Jul-2016			Issued	183	T	24.13
178341	01-4-2500-000	PAYABLES - TRADE	24.13				
Invoice Description --> BCEP - SUPPLIES							
Total :			24.13	0.00			24.13
Supplier Total :			24.13	0.00			24.13

0679 BAMFIELD COMMUNITY AFFAIRS SOCIETY

39532	26-Jul-2016			Issued	190	C	10000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE	10000.00				
Invoice Description --> 2016 GRANT IN AID							
Total :			10000.00	0.00			10000.00

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 Batch No. : All

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

Supplier Total : 10000.00 0.00 10000.00

0473 BC FIRE TRAINING OFFICERS ASSOCIATION

39482	20-Jul-2016		Issued	184	C	5000.00
2016FIRETRAINCOI	01-4-2500-000	PAYABLES - TRADE				5000.00
Invoice Description --> ACRD - FIRE TRAINING CONFERENCE						
Total :						5000.00 0.00 5000.00
Supplier Total :						5000.00 0.00 5000.00

0660 BC HYDRO

39483	20-Jul-2016		Issued	184	C	9937.91
105009046941	01-4-2500-000	PAYABLES - TRADE				626.73
Invoice Description --> BVFD - BAMFIELD FIRE HALL - PACHENA RD						
400002675024	01-4-2500-000	PAYABLES - TRADE				9311.18
Invoice Description --> HYDRO - ACRD CONSOLIDATED						
Total :						9937.91 0.00 9937.91
Supplier Total :						9937.91 0.00 9937.91

0676 BC ONLINE

EFT-1	11-Jul-2016		Issued	221	E	80.00
JULY11/16	01-4-2500-000	PAYABLES - TRADE				80.00
Invoice Description --> PLANNING INQUIRIES ACCOUNT TOP UP						
Total :						80.00 0.00 80.00
Supplier Total :						80.00 0.00 80.00

0700 BC TRANSIT

39484	20-Jul-2016		Issued	184	C	17324.00
516602	01-4-2500-000	PAYABLES - TRADE				17324.00
Invoice Description --> MAY 2016 CUSTOM TRANSIT						
Total :						17324.00 0.00 17324.00
Supplier Total :						17324.00 0.00 17324.00

0740 BEAVER CREEK HOME CENTER

00139-0005	08-Jul-2016		Issued	178	T	15.20
1606-873210	01-4-2500-000	PAYABLES - TRADE				15.20
Invoice Description --> ACRD - BUILDING MAINTENANCE						
Total :						15.20 0.00 15.20

00140-0010	22-Jul-2016		Issued	183	T	820.30
1604-832179	01-4-2500-000	PAYABLES - TRADE				8.28
Invoice Description --> FISH - BUILDING MAINTENANCE						
1604-831414	01-4-2500-000	PAYABLES - TRADE				15.70

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	AVLF - WATER MONITORING					
1604-831456	01-4-2500-000	PAYABLES - TRADE		18.62		
Invoice Description -->	AVLF - WATER MONITORING					
1605-844657	01-4-2500-000	PAYABLES - TRADE		18.69		
Invoice Description -->	BCWS - BUILDING MAINTENANCE					
1606-877899	01-4-2500-000	PAYABLES - TRADE		21.26		
Invoice Description -->	SLVFD - HALL 3 UPGRADES - CAPITAL					
1604-1605-1606- FIP	01-4-2500-000	PAYABLES - TRADE		25.26		
Invoice Description -->	BCWS - FINANCE CHARGE					
1607-883235	01-4-2500-000	PAYABLES - TRADE		27.63		
Invoice Description -->	BCWS - SMALL TOOLS					
1606-864334	01-4-2500-000	PAYABLES - TRADE		29.06		
Invoice Description -->	BCWS - AUTO FLUSHER - CAPITAL					
1606-873733	01-4-2500-000	PAYABLES - TRADE		31.32		
Invoice Description -->	BCWS - SAFETY SUPPLIES					
1606-863692	01-4-2500-000	PAYABLES - TRADE		40.34		
Invoice Description -->	SLVFD - HALL #3 UPGRADES - CAPITAL					
1607-882570	01-4-2500-000	PAYABLES - TRADE		42.59		
Invoice Description -->	SLVFD - HALL #3 UPGRADES - CAPITAL					
1606-873405	01-4-2500-000	PAYABLES - TRADE		75.24		
Invoice Description -->	BCWS - METER EXCHANGE PROGRAM					
1606-873592	01-4-2500-000	PAYABLES - TRADE		190.26		
Invoice Description -->	BCWS - METER EXCHANGE PROGRAM					
1604-833119	01-4-2500-000	PAYABLES - TRADE		276.05		
Invoice Description -->	BCWS - BUILDING MAINTENANCE					
Total :				820.30	0.00	820.30
Supplier Total :				835.50	0.00	835.50

0750	BEAVER CREEK VOL. FIRE DEPARTMENT					
339434	05-Jul-2016	Issued	179	C		8171.96
BCVFD-Q2-2016	01-4-2500-000	PAYABLES - TRADE			8171.96	
Invoice Description -->	BCVFD - MAINT\$82.86, EQUIP\$4375.66, OFFICE\$400, MISC\$123.60, TRAINING\$1021.84, SOCIAL					
Total :				8171.96	0.00	8171.96
Supplier Total :				8171.96	0.00	8171.96

0785	BERKS INTERTRUCK LTD.					
000140-0011	22-Jul-2016	Issued	183	T		89.40
150276	01-4-2500-000	PAYABLES - TRADE			20.16	
Invoice Description -->	SLVFD - LOG BOOKS					
130397	01-4-2500-000	PAYABLES - TRADE			69.24	
Invoice Description -->	BCVFD - TRUCK #51 MAINTENANCE					
Total :				89.40	0.00	89.40
Supplier Total :				89.40	0.00	89.40

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0791	BERRY & VALE CONTRACTING LTD					
000139-0006	08-Jul-2016	Issued	178	T		143782.73
1903	01-4-2500-000	PAYABLES - TRADE		5177.03		
Invoice Description --> AVLF - MANNING BACK GATE FOR CITY BIO-SOLIDS -						
1901	01-4-2500-000	PAYABLES - TRADE		33378.79		
Invoice Description --> AVLF - NE EXPANSION - CAPITAL						
1906	01-4-2500-000	PAYABLES - TRADE		37216.40		
Invoice Description --> WCLF - JUNE 2016 CONTRACT - \$34,513.86, FREON \$96, OTHER \$834.33						
1905	01-4-2500-000	PAYABLES - TRADE		68010.51		
Invoice Description --> AVLF - JUNE CONTRACT \$62,804.56, FREON \$504, MMBC\$806.18, MISC\$657.17						
Total :				143782.73	0.00	143782.73
Supplier Total :				143782.73	0.00	143782.73
0812	BIG GREEN STORAGE					
39485	20-Jul-2016	Issued	184	C		9744.00
5244	01-4-2500-000	PAYABLES - TRADE		9744.00		
Invoice Description --> BCWS - STORAGE CONTAINER - CAPITAL						
Total :				9744.00	0.00	9744.00
Supplier Total :				9744.00	0.00	9744.00
0825	BLACK PRESS GROUP LTD.					
39486	20-Jul-2016	Issued	184	C		1048.84
32923191	01-4-2500-000	PAYABLES - TRADE		1048.84		
Invoice Description --> BCWS - 147.06, PLANNING \$289.80, ACRD \$562.05						
Total :				1048.84	0.00	1048.84
Supplier Total :				1048.84	0.00	1048.84
0914	BOWERMAN EXCAVATING LTD					
000141-0001	29-Jul-2016	Issued	189	T		371156.07
8122	01-4-2500-000	PAYABLES - TRADE		371156.07		
Invoice Description --> AVRA - RUNWAY EXTENSION - PROGRESS CLAIM #2 - CAPITAL						
Total :				371156.07	0.00	371156.07
Supplier Total :				371156.07	0.00	371156.07
4575	BRENDA SAUVE (PETTY CASH)					
39508	20-Jul-2016	Issued	184	C		161.73
JULY19/16	01-4-2500-000	PAYABLES - TRADE		161.73		
Invoice Description --> ACRD - \$104.72, SLMP - \$37.98 - OVER/SHORT\$19						
Total :				161.73	0.00	161.73
Supplier Total :				161.73	0.00	161.73

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0950	BRETT, KENNETH					
000139-0007	08-Jul-2016	Issued	178	T	1000.00	
BRE174548	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION						
Total :				1000.00	0.00	1000.00
Supplier Total :				1000.00	0.00	1000.00
0984	BURTON, STEFANIE					
039487	20-Jul-2016	Issued	184	C	250.00	
2016-1017	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSTOVE EXCHANGE PROGRAM						
Total :				250.00	0.00	250.00
Supplier Total :				250.00	0.00	250.00
1035	BUTLER, LES					
000139-0008	08-Jul-2016	Issued	178	T	3412.50	
2016-06	01-4-2500-000	PAYABLES - TRADE		3412.50		
Invoice Description --> BWS - JUNE 2016 CONTRACTOR						
Total :				3412.50	0.00	3412.50
Supplier Total :				3412.50	0.00	3412.50
1058	C. BOWNE ENTERPRISES					
039436	05-Jul-2016	Issued	179	C	280.22	
9113	01-4-2500-000	PAYABLES - TRADE		55.55		
Invoice Description --> ACRD OFFICE - JANITORIAL SUPPLIES						
9124	01-4-2500-000	PAYABLES - TRADE		55.55		
Invoice Description --> ACRD OFFICE - JANITORIAL SUPPLIES						
9122	01-4-2500-000	PAYABLES - TRADE		169.12		
Invoice Description --> SLCP - COUGAR SMITH PARK SUPPLIES						
Total :				280.22	0.00	280.22
Supplier Total :				280.22	0.00	280.22
1110	CANADA POST CORPORATION					
000140-0012	22-Jul-2016	Issued	183	T	373.50	
99596417518	01-4-2500-000	PAYABLES - TRADE		373.50		
Invoice Description --> PLANNING - ZONING BYLAW OPEN HOUSES - POSTAGE						
Total :				373.50	0.00	373.50
Supplier Total :				373.50	0.00	373.50
1270	CDW CANADA INC					
000140-0013	22-Jul-2016	Issued	183	T	1252.72	

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
DNW6440	01-4-2500-000	PAYABLES - TRADE		1252.72		
Invoice Description --> BCWS - SCANNER						
Total :				1252.72	0.00	1252.72
Supplier Total :				1252.72	0.00	1252.72

1300 CENTRAL WESTCOAST FOREST SOCIETY

39533	26-Jul-2016		Issued	190	C	7000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE			3500.00	
Invoice Description --> 2016 GRANT IN AID						
2016KENNEDYCLE/	01-4-2500-000	PAYABLES - TRADE			3500.00	
Invoice Description --> 2016 KENNEDY FLAT ILLEGAL DUMPING CLEANUP						
Total :				7000.00	0.00	7000.00
Supplier Total :				7000.00	0.00	7000.00

1316 CERTITECH IT SERVICES

00139-0009	08-Jul-2016		Issued	178	T	7402.50
00187	01-4-2500-000	PAYABLES - TRADE			7402.50	
Invoice Description --> JUNE 2016 - IT SUPPORT \$5,050, BCWS \$650, COASTAL RESPONSE \$1,250						
Total :				7402.50	0.00	7402.50
Supplier Total :				7402.50	0.00	7402.50

1318 CHAMBERS, RICHARD

39488	20-Jul-2016		Issued	184	C	445.11
JUNE30/16	01-4-2500-000	PAYABLES - TRADE			445.11	
Invoice Description --> SB - RECREATION - BOAT RAMP MAINTENANCE						
Total :				445.11	0.00	445.11
Supplier Total :				445.11	0.00	445.11

1363 CITY OF NANAIMO

39438	05-Jul-2016		Issued	179	C	965.95
AR004740	01-4-2500-000	PAYABLES - TRADE			152.25	
Invoice Description --> SLVFD - EQUIPMENT						
AR004727	01-4-2500-000	PAYABLES - TRADE			183.70	
Invoice Description --> SLVFD - TRAINING						
AR004731	01-4-2500-000	PAYABLES - TRADE			630.00	
Invoice Description --> SLVFD - TRAINING						
Total :				965.95	0.00	965.95

39489	20-Jul-2016		Issued	184	C	31.45
AR004801	01-4-2500-000	PAYABLES - TRADE			31.45	
Invoice Description --> SLVFD - TRAINING						

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Supplier : 0002 To Z4209
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				31.45	0.00	31.45
Supplier Total :				997.40	0.00	997.40

1382	COAST BC CATERING 2010					
39439	05-Jul-2016	Issued	179	C		395.48
#45 - 2016	01-4-2500-000	PAYABLES - TRADE		395.48		
Invoice Description --> ACRD - COMMITTEE LUNCH						
Total :				395.48	0.00	395.48
Supplier Total :				395.48	0.00	395.48

1416	COASTAL COMMUNITY NETWORK					
39440	05-Jul-2016	Issued	179	C		750.00
2016 - GIA	01-4-2500-000	PAYABLES - TRADE		750.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				750.00	0.00	750.00
Supplier Total :				750.00	0.00	750.00

1650	CUPE - LOCAL 118					
39441	05-Jul-2016	Issued	179	C		2889.87
DUESJUN16	01-4-2500-000	PAYABLES - TRADE		2889.87		
Invoice Description --> JUNE 2016 UNION DUES						
Total :				2889.87	0.00	2889.87
Supplier Total :				2889.87	0.00	2889.87

1659	DARCY PHIPPS (DBA-DARCIT TECHNICAL SERVICES)					
39442	05-Jul-2016	Issued	179	C		739.20
CB-2415	01-4-2500-000	PAYABLES - TRADE		739.20		
Invoice Description --> ACRD - RAM UPGRADE - COMPUTER						
Total :				739.20	0.00	739.20
Supplier Total :				739.20	0.00	739.20

1718	DENIS FRANCOEUR BACKHOEING					
00140-0014	22-Jul-2016	Issued	183	T		525.00
2000393	01-4-2500-000	PAYABLES - TRADE		525.00		
Invoice Description --> SB - SEWAGE - SEPTIC SERVICE						
Total :				525.00	0.00	525.00
Supplier Total :				525.00	0.00	525.00

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Trans. Date : 01-Jul-2016 To 31-Jul-2016
Cheque Date : 01-Jul-2016 To 31-Jul-2016
Cheque No. : All
Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000140-0015	22-Jul-2016	Issued	183	T		1732.50
006-16	01-4-2500-000	PAYABLES - TRADE		1732.50		
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL						
Total :				1732.50	0.00	1732.50
Supplier Total :				1732.50	0.00	1732.50

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1751	DICK, JOAN					
039443	05-Jul-2016	Issued	179	C		252.00
JUNE17/16	01-4-2500-000	PAYABLES - TRADE		252.00		
Invoice Description --> ACHN - RECONCILIATION WORKSHOP						
Total :				252.00	0.00	252.00
Supplier Total :				252.00	0.00	252.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1780	DOLANS CONCRETE LTD.					
000139-0010	08-Jul-2016	Issued	178	T		849.47
G44299	01-4-2500-000	PAYABLES - TRADE		60.07		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
G44302	01-4-2500-000	PAYABLES - TRADE		119.75		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
C39969	01-4-2500-000	PAYABLES - TRADE		669.65		
Invoice Description --> ACRD - CONCRETE FOR GENERATOR						
Total :				849.47	0.00	849.47

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000140-0016	22-Jul-2016	Issued	183	T		478.60
78192	01-4-2500-000	PAYABLES - TRADE		58.73		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
G44369	01-4-2500-000	PAYABLES - TRADE		87.09		
Invoice Description --> BCWS - BUILDING MAINT						
G44316	01-4-2500-000	PAYABLES - TRADE		108.19		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
G44304	01-4-2500-000	PAYABLES - TRADE		224.59		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
Total :				478.60	0.00	478.60
Supplier Total :				1328.07	0.00	1328.07

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1847	DUPERE, JOHANNE					
000139-0011	08-Jul-2016	Issued	178	T		200.00
DUP174549	01-4-2500-000	PAYABLES - TRADE		200.00		
Invoice Description --> SPROAT PARKS CARETAKER						
Total :				200.00	0.00	200.00
Supplier Total :				200.00	0.00	200.00

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0940	DUVALL, EDITH					
000139-0012	08-Jul-2016		Issued	178	T 1750.00	
EDUVALL74552	01-4-2500-000	PAYABLES - TRADE			1750.00	
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL						
Total :				1750.00	0.00	1750.00
Supplier Total :				1750.00	0.00	1750.00

1999	E-Z SEE REFLECTIVE ADDRESS SYSTEMS					
000140-0017	22-Jul-2016		Issued	183	T 352.80	
271	01-4-2500-000	PAYABLES - TRADE			44.10	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
273	01-4-2500-000	PAYABLES - TRADE			132.30	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
275	01-4-2500-000	PAYABLES - TRADE			176.40	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
Total :				352.80	0.00	352.80
Supplier Total :				396.90	0.00	396.90

1970	EQUIFAX CANADA INC.					
0039444	05-Jul-2016		Issued	179	C 44.10	
265	01-4-2500-000	PAYABLES - TRADE			44.10	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
Total :				44.10	0.00	44.10
Supplier Total :				396.90	0.00	396.90

1990	EVITT ELECTRIC				
000140-0018	22-Jul-2016		Issued	183	T 1885.85
93754A	01-4-2500-000	PAYABLES - TRADE			11.18
Invoice Description --> SLMP - KEYS					
93752A	01-4-2500-000	PAYABLES - TRADE			20.16
Invoice Description --> SLMP - KEYS					
92743C	01-4-2500-000	PAYABLES - TRADE			54.71
Invoice Description --> BCVFD - EQUIPMENT					
93651C	01-4-2500-000	PAYABLES - TRADE			125.40
Invoice Description --> SLVFD - EQUIPMENT					
93650C	01-4-2500-000	PAYABLES - TRADE			612.27
Invoice Description --> SLVFD - TRAINIING SITE MAINTENANCE					
35424	01-4-2500-000	PAYABLES - TRADE			1062.13
Invoice Description --> SLVFD - HALL #3 UPGRADE - CAPITAL					

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Bank : 0099 To 4
Status : All
Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				1885.85	0.00	1885.85
Supplier Total :				1885.85	0.00	1885.85

2011 FAST TECHNOLOGIES LTD.

00140-0019	22-Jul-2016		Issued	183	T	1582.35
072074	01-4-2500-000	PAYABLES - TRADE			1582.35	
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE						
Total :				1582.35	0.00	1582.35
Supplier Total :				1582.35	0.00	1582.35

2017 FAVAS

39491	20-Jul-2016		Issued	184	C	307.00
JULY12/16	01-4-2500-000	PAYABLES - TRADE			307.00	
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE						
Total :				307.00	0.00	307.00
Supplier Total :				307.00	0.00	307.00

2043 FISHER'S REGALIA

39446	05-Jul-2016		Issued	179	C	1080.96
32951	01-4-2500-000	PAYABLES - TRADE			77.11	
Invoice Description --> BCVFD - UNIFORMS						
32026	01-4-2500-000	PAYABLES - TRADE			268.85	
Invoice Description --> BCVFD - UNIFORMS						
32719	01-4-2500-000	PAYABLES - TRADE			735.00	
Invoice Description --> BCVFD - UNIFORMS						
Total :				1080.96	0.00	1080.96
Supplier Total :				1080.96	0.00	1080.96

2034 FIVE STAR UNIFORMS

39445	05-Jul-2016		Issued	179	C	208.36
2012	01-4-2500-000	PAYABLES - TRADE			208.36	
Invoice Description --> BCVFD - UNIFORMS						
Total :				208.36	0.00	208.36
Supplier Total :				208.36	0.00	208.36

2089 FRASER, RANDY W

39492	20-Jul-2016		Issued	184	C	795.00
#3	01-4-2500-000	PAYABLES - TRADE			795.00	
Invoice Description --> BCWS - \$60, SLMP -\$300, SB SEWAGE \$360						
Total :				795.00	0.00	795.00

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

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Supplier Total :				795.00	0.00		795.00

2098	FRONTLINE - FIRE DEPARTMENT TRAINING INC.						
39447	05-Jul-2016	Issued	179	C			567.00
F160529	01-4-2500-000	PAYABLES - TRADE		567.00			
Invoice Description --> SLVFD - TRAINING							
Total :				567.00	0.00		567.00
Supplier Total :				567.00	0.00		567.00

2140	GEDDES, RICHARD D.						
00139-0013	08-Jul-2016	Issued	178	T			55.00
RG-SLVFD0174553	01-4-2500-000	PAYABLES - TRADE		55.00			
Invoice Description --> SLVFD - MONTHLY PHONE REIMBURSEMENT							
Total :				55.00	0.00		55.00
Supplier Total :				55.00	0.00		55.00

2322	GUILLEVIN INTERNATIONAL CO.						
00140-0020	22-Jul-2016	Issued	183	T			960.53
0428-502986	01-4-2500-000	PAYABLES - TRADE		180.65			
Invoice Description --> SLVFD - EQUIPMENT							
0428-502858	01-4-2500-000	PAYABLES - TRADE		779.88			
Invoice Description --> SLVFD - EQUIPMENT							
Total :				960.53	0.00		960.53
Supplier Total :				960.53	0.00		960.53

2330	GW SOLUTIONS						
39493	20-Jul-2016	Issued	184	C			10456.43
GWS 16-14-2	01-4-2500-000	PAYABLES - TRADE		4309.04			
Invoice Description --> SB - WATER SUPPLY - CAPITAL							
GWS 16-14-1	01-4-2500-000	PAYABLES - TRADE		6147.39			
Invoice Description --> SB - WATER SUPPLY - CAPITAL							
Total :				10456.43	0.00		10456.43
Supplier Total :				10456.43	0.00		10456.43

3507	HARRIS COMPUTER SYSTEMS						
39455	05-Jul-2016	Issued	179	C			12372.56
2MN0093074	01-4-2500-000	PAYABLES - TRADE		12372.56			
Invoice Description --> ANNUAL MAINTENANCE FOR CITYVIEW - SEPT 1 2016 TO AUG 31 2017							
Total :				12372.56	0.00		12372.56

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Supplier : 0002 To Z4209
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Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Supplier Total :					12372.56	0.00	12372.56

2488	HEEKS, LESLIE						
39534	26-Jul-2016	Issued	190	C			910.00
SL16-20- CREDIT	01-4-2500-000	PAYABLES - TRADE			910.00		
Invoice Description -->		BUILDING PERMIT CREDIT FOR OVERPAYMENT - SL16-20					
Total :					910.00	0.00	910.00
Supplier Total :					910.00	0.00	910.00

2485	HOLDER, DAN						
39494	20-Jul-2016	Issued	184	C			9787.34
JUN30/16-FSC	01-4-2500-000	PAYABLES - TRADE			4222.34		
Invoice Description -->		FIRE SERVICES COORDINATOR - CONTRACTOR - JUNE 2016					
JUN30/16-ESC	01-4-2500-000	PAYABLES - TRADE			5565.00		
Invoice Description -->		EMERGENCY SERVICES COORDINATOR - \$3,300, COASTAL RESPONSE - \$2000					
Total :					9787.34	0.00	9787.34
Supplier Total :					9787.34	0.00	9787.34

2499	HOMETOWN AUTOMOTIVE LTD.						
00140-0021	22-Jul-2016	Issued	183	T			57.03
5173	01-4-2500-000	PAYABLES - TRADE			57.03		
Invoice Description -->		LBA & SB - VEHICLE MAINTENANCE					
Total :					57.03	0.00	57.03
Supplier Total :					57.03	0.00	57.03

2523	HORVATH, GAIL						
39448	05-Jul-2016	Issued	179	C			174.23
JUN30/16	01-4-2500-000	PAYABLES - TRADE			174.23		
Invoice Description -->		SL PARKS - BIKE PARK					
Total :					174.23	0.00	174.23
Supplier Total :					174.23	0.00	174.23

2560	HOULE PRINTING						
00139-0014	08-Jul-2016	Issued	178	T			128.80
15279	01-4-2500-000	PAYABLES - TRADE			25.76		
Invoice Description -->		PLANNING - ZONING BYLAW MAILOUT					
15125	01-4-2500-000	PAYABLES - TRADE			103.04		
Invoice Description -->		ACRD - MILEAGE LOG PADS					
Total :					128.80	0.00	128.80

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description		Debit	Credit		
Supplier Total :							128.80 0.00 128.80

2761	ISLAND RADIO LTD.						
00140-0022	22-Jul-2016	Issued	183	T		657.30	
N5008013-1	01-4-2500-000	PAYABLES - TRADE		132.30			
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE							
N5008012-1	01-4-2500-000	PAYABLES - TRADE		525.00			
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE							
Total :							657.30 0.00 657.30
Supplier Total :							657.30 0.00 657.30

2763	ISLAND ROOFING						
39449	05-Jul-2016	Issued	179	C		252.00	
01395	01-4-2500-000	PAYABLES - TRADE		252.00			
Invoice Description --> BCVFD - SIGN PROJECT - CAPITAL							
Total :							252.00 0.00 252.00
Supplier Total :							252.00 0.00 252.00

2810	J. MCMILLAN BAILIFF & COLLECTION LTD						
39496	20-Jul-2016	Issued	184	C		43.52	
06/30/2016	01-4-2500-000	PAYABLES - TRADE		43.52			
Invoice Description --> ACRD - COMMISION PD TO COLLECTIONS FOR A/R							
Total :							43.52 0.00 43.52
Supplier Total :							43.52 0.00 43.52

2785	JACK'S EXCEL TIRE CENTRE						
39495	20-Jul-2016	Issued	184	C		1406.72	
147482	01-4-2500-000	PAYABLES - TRADE		1406.72			
Invoice Description --> BUILDING INSPECTION - NEW TIRES							
Total :							1406.72 0.00 1406.72
Supplier Total :							1406.72 0.00 1406.72

2787	JACKSON, ROBERT						
00139-0015	08-Jul-2016	Issued	178	T		75.02	
CSPNOV1274551	01-4-2500-000	PAYABLES - TRADE		75.02			
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE							
Total :							75.02 0.00 75.02
Supplier Total :							75.02 0.00 75.02

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
39497	20-Jul-2016	Issued	184	C		1206.68
20046002	01-4-2500-000	PAYABLES - TRADE		30.00		
Invoice Description --> BCVFD - TRAINING						
20046105	01-4-2500-000	PAYABLES - TRADE		490.00		
Invoice Description --> SLVFD - TRAINING						
1386	01-4-2500-000	PAYABLES - TRADE		686.68		
Invoice Description --> SLVFD - TRAINING						
Total :				1206.68	0.00	1206.68
Supplier Total :				1206.68	0.00	1206.68

2877	KOERS & ASSOCIATES ENGINEERING LTD.					
00140-0023	22-Jul-2016	Issued	183	T		9205.89
1619-004	01-4-2500-000	PAYABLES - TRADE		2130.59		
Invoice Description --> BCWS - ARVAY/PIERCE/MERSEY WATERMAIN - CAPITAL						
0933-027	01-4-2500-000	PAYABLES - TRADE		3503.20		
Invoice Description --> BCWS - N. BEAVER CREEK RD WATERMAIN - CAPITAL						
1634-002	01-4-2500-000	PAYABLES - TRADE		3572.10		
Invoice Description --> BWS - WATER TREATMENT PLANT - CAPITAL						
Total :				9205.89	0.00	9205.89
Supplier Total :				9205.89	0.00	9205.89

2902	KOROLUK, LES					
39498	20-Jul-2016	Issued	184	C		250.00
2016-1018	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSTOVE EXCHANGE PROGRAM						
Total :				250.00	0.00	250.00
Supplier Total :				250.00	0.00	250.00

2890	L.B. WOODCHOPPERS LTD.					
00140-0024	22-Jul-2016	Issued	183	T		152.72
243715	01-4-2500-000	PAYABLES - TRADE		-130.35		
Invoice Description --> BCWS - CREDIT - SAFETY EQUIPMENT						
243865	01-4-2500-000	PAYABLES - TRADE		17.80		
Invoice Description --> BCWS - SAFETY SUPPLY						
24496	01-4-2500-000	PAYABLES - TRADE		25.21		
Invoice Description --> BCWS - SMALL TOOL						
245065	01-4-2500-000	PAYABLES - TRADE		33.55		
Invoice Description --> SLVFD - TRAINING EQUIPMENT						
246874	01-4-2500-000	PAYABLES - TRADE		56.43		
Invoice Description --> BCWS - SMALL TOOLS						
246084	01-4-2500-000	PAYABLES - TRADE		57.12		
Invoice Description --> ACRD - BUILDING MAINTENANCE						
246091	01-4-2500-000	PAYABLES - TRADE		92.96		
Invoice Description --> ACRD - BUILDING MAINTENANCE						

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

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				152.72	0.00	152.72
Supplier Total :				152.72	0.00	152.72

3025		LADY ROSE MARINE SERVICES				
00140-0025	22-Jul-2016			Issued	183	2460.16
2010-20559	01-4-2500-000	PAYABLES - TRADE				12.08
Invoice Description -->		BCEP - SHIPPING FEE				
2010-21225	01-4-2500-000	PAYABLES - TRADE				12.08
Invoice Description -->		BWS - WATER SYSTEM SUPPLIES				
2010-21159	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21178	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21241	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21269	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21320	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21346	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21414	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
2010-21499	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description -->		AVLF - BAMFIELD GARBAGE BIN TRANSPORT				
Total :						2460.16
Supplier Total :						2460.16

3008		LAND TITLE AND SURVEY AUTHORITY OF B.C.				
EFT-1	07-Jul-2016			Issued	221	500.00
FT315256	01-4-2500-000	PAYABLES - TRADE				500.00
Invoice Description -->		PLANNING PROPERTY INQUIRIES ACCOUNT TOP UP				
Total :						500.00
Supplier Total :						500.00

3011		LANDWORKS CONSULTANTS INC				
00140-0026	22-Jul-2016			Issued	183	6870.47
1636	01-4-2500-000	PAYABLES - TRADE				6870.47
Invoice Description -->		PLANNING - ZONING BYLAW REWRITE				
Total :						6870.47
Supplier Total :						6870.47

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
2901	LEONARD, MATT						
39451	05-Jul-2016	Issued	179	C		250.00	
1019 - 2016	01-4-2500-000	PAYABLES - TRADE			250.00		
Invoice Description --> WOODSTOVE EXCHANGE REBATE - LEONARD							
Total :					250.00	0.00	250.00
Supplier Total :					250.00	0.00	250.00

2900	LESCANEC, DOROTHY						
39450	05-Jul-2016	Issued	179	C		104.80	
JUNE29/16	01-4-2500-000	PAYABLES - TRADE			104.80		
Invoice Description --> WCLF - REFUND FOR OVER-CHARGE							
Total :					104.80	0.00	104.80
Supplier Total :					104.80	0.00	104.80

3132	LYNE, LORENA						
39499	20-Jul-2016	Issued	184	C		500.00	
RD16003-REFUND	01-4-2500-000	PAYABLES - TRADE			500.00		
Invoice Description --> PLANNING - OCP AMENDMENT REFUND - RD16003							
Total :					500.00	0.00	500.00
Supplier Total :					500.00	0.00	500.00

3171	MACDERMOTT'S INSURANCE AGENCY LTD						
39452	05-Jul-2016	Issued	179	C		106.00	
0263496	01-4-2500-000	PAYABLES - TRADE			106.00		
Invoice Description --> AVEP - ARROWSMITH AMATEUR RADIO CLUB - INSURANCE							
Total :					106.00	0.00	106.00
Supplier Total :					106.00	0.00	106.00

3205	MAGIC MOMENTS						
39500	20-Jul-2016	Issued	184	C		47.04	
16-062805	01-4-2500-000	PAYABLES - TRADE			47.04		
Invoice Description --> BCVFD - NAME TAGS							
Total :					47.04	0.00	47.04
Supplier Total :					47.04	0.00	47.04

3214	MARCIE DEWITT					
39501	20-Jul-2016	Issued	184	C		7250.00
JUN30/16	01-4-2500-000	PAYABLES - TRADE			7250.00	
Invoice Description --> ACHN - COORDINATOR - JUNE 2016						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				7250.00	0.00	7250.00
Supplier Total :				7250.00	0.00	7250.00

1210	MAXXAM ANALYTICS					
39437	05-Jul-2016		Issued	179	787.50	
VA981046	01-4-2500-000	PAYABLES - TRADE		C	787.50	
Invoice Description --> BWS - WATER TESTING						
Total :				787.50	0.00	787.50
Supplier Total :				787.50	0.00	787.50

3272	MCCONNELL, SHAWN					
00140-0027	22-Jul-2016		Issued	183	3020.39	
969886	01-4-2500-000	PAYABLES - TRADE		T	630.00	
Invoice Description --> LBA & MWS - WATER TESTING EQUIPMENT - SPLIT						
969884	01-4-2500-000	PAYABLES - TRADE			1074.14	
Invoice Description --> JUNE 2016- MILLSTREAM CONTRACTOR						
969885	01-4-2500-000	PAYABLES - TRADE			1316.25	
Invoice Description --> JUNE 2016 - LBA WATER CONTRACTOR						
Total :				3020.39	0.00	3020.39
Supplier Total :				3020.39	0.00	3020.39

3269	MCCOY LAKE FARM					
39502	20-Jul-2016		Issued	184	1900.00	
987959	01-4-2500-000	PAYABLES - TRADE		C	570.00	
Invoice Description --> AVRA - GROUNDS MAINTENANCE						
987958	01-4-2500-000	PAYABLES - TRADE			1330.00	
Invoice Description --> AVRA - GROUNDS MAINTENANCE						
Total :				1900.00	0.00	1900.00
Supplier Total :				1900.00	0.00	1900.00

3273	MCDOUGALL'S LANDSCAPING					
39503	20-Jul-2016		Issued	184	669.38	
4201	01-4-2500-000	PAYABLES - TRADE		C	669.38	
Invoice Description --> ACRD - OFFICE APRIL TO JUNE MAINTENANCE						
Total :				669.38	0.00	669.38
Supplier Total :				669.38	0.00	669.38

3280	MCGILL & ASSOCIATES ENGINEERING				
00140-0028	22-Jul-2016		Issued	183	11706.35
15520	01-4-2500-000	PAYABLES - TRADE		T	299.25
Invoice Description --> AVLF - CLEANING LEACHATE PIPELINE - CAPITAL					

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Credit	Amount
Invoice No.	Account No.	Account Description		Debit		
15516	01-4-2500-000	PAYABLES - TRADE		466.20		
Invoice Description --> SB - TRANSPORTATION - DRAINAGE PLAN - CAPITAL						
15527	01-4-2500-000	PAYABLES - TRADE		507.94		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL						
15521	01-4-2500-000	PAYABLES - TRADE		2232.56		
Invoice Description --> AVLF - SCADA MONITORING - CAPITAL						
15522	01-4-2500-000	PAYABLES - TRADE		3200.40		
Invoice Description --> AVLF - ACCESS RD PAVING - CAPITAL						
15543	01-4-2500-000	PAYABLES - TRADE		5000.00		
Invoice Description --> AVLF - 3RD AVE DEPOT - FIRE SUPPRESION - CAPITAL						
Total :				11706.35	0.00	11706.35
Supplier Total :				11706.35	0.00	11706.35

3287	McLEAN & HIGGINS LTD.					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Credit	Amount
Invoice No.	Account No.	Account Description		Debit		
39453	05-Jul-2016	Issued	179	C		457.44
42201	01-4-2500-000	PAYABLES - TRADE		457.44		
Invoice Description --> SLCP - COUGAR SMITH PARK WARRANTY REPLAC. MOTOR WATER PUMP						
Total :				457.44	0.00	457.44
Supplier Total :				457.44	0.00	457.44
39504	20-Jul-2016	Issued	184	C		1678.46
42013	01-4-2500-000	PAYABLES - TRADE		86.10		
Invoice Description --> ACRD - BUILDING MAINTENANCE - WOMEN'S BATHROOM						
42348	01-4-2500-000	PAYABLES - TRADE		661.70		
Invoice Description --> SLVFD - HALL #3 UPGRADES - CAPITAL						
42345	01-4-2500-000	PAYABLES - TRADE		930.66		
Invoice Description --> BCVFD - BUILDING MAINTENANCE						
Total :				1678.46	0.00	1678.46
Supplier Total :				2135.90	0.00	2135.90

3505	MFA LEASING					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Credit	Amount
Invoice No.	Account No.	Account Description		Debit		
AUTO74550	28-Jul-2016	Cancelled	177	E		2553.97
BAMFIRE74550	01-4-2500-000	PAYABLES - TRADE		2553.97		
Invoice Description --> Cancelled Invoice - BAMFIELD FIRE HALL LEASE PAYMENT						
Total :				2553.97	0.00	2553.97
AUTO74554	28-Jul-2016	Issued	177	E		1654.31
6140274554	01-4-2500-000	PAYABLES - TRADE		1654.31		
Invoice Description --> LBA TRACTOR LEASE						
Total :				1654.31	0.00	1654.31
AUTO74550	28-Jul-2016	Cancelled	219	E		-2553.97
BAMFIRE74550	01-4-2500-000	PAYABLES - TRADE		-2553.97		
Invoice Description --> Cancelled Invoice - BAMFIELD FIRE HALL LEASE PAYMENT						
Total :				-2553.97	0.00	-2553.97

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
	28-Jul-2016	Cancelled	220	R			0.00
BAMFIRE74550	01-2-4361-000	LEASE				-2432.35	
Invoice Description --> Cancelled Invoice - BAMFIELD FIRE HALL LEASE PAYMENT							
BAMFIRE74550	01-3-2805-000	GST REBATE				-121.62	
Invoice Description --> Cancelled Invoice - BAMFIELD FIRE HALL LEASE PAYMENT							
BAMFIRE74550	01-4-2500-000	PAYABLES - TRADE			2553.97		
Invoice Description --> Cancelled Invoice - BAMFIELD FIRE HALL LEASE PAYMENT							
Total :					2553.97	-2553.97	0.00
EFT-1	28-Jul-2016	Issued	221	E			2486.65
BAMFIREFINAL	01-4-2500-000	PAYABLES - TRADE			2486.65		
Invoice Description --> BAMFIELD FIRE HALL FINAL LEASE PAYMENT							
Total :					2486.65	0.00	2486.65
Supplier Total :					6694.93	-2553.97	4140.96

3340 MINISTER OF FINANCE

EFT-1	01-Jul-2016	Cancelled	181	E			2316.00
MSPJUL/16	01-4-2500-000	PAYABLES - TRADE			2316.00		
Invoice Description --> MSP PREMIUMS FOR JULY 2016							
EFT-1	20-Jul-2016	Cancelled	185	E			-2316.00
MSPJUL/16	01-4-2500-000	PAYABLES - TRADE			-2316.00		
Invoice Description --> MSP PREMIUMS FOR JULY 2016							
Total :					0.00	0.00	0.00
Supplier Total :					0.00	0.00	0.00

3375 MINISTER OF FINANCE (TECH INN. & CITIZENS SVCS)

339454	05-Jul-2016	Issued	179	C			26.43
93669314	01-4-2500-000	PAYABLES - TRADE			26.43		
Invoice Description --> SLVFD - EQUIPEMENT							
Total :					26.43	0.00	26.43
Supplier Total :					26.43	0.00	26.43

3340 MINISTER OF FINANCE

339524	20-Jul-2016	Issued	186	C			2316.00
MSPJUL/16	01-4-2500-000	PAYABLES - TRADE			2316.00		
Invoice Description --> MSP PREMIUMS FOR JULY 2016							
Total :					2316.00	0.00	2316.00
Supplier Total :					2316.00	0.00	2316.00

3370 MINISTER OF FINANCE

339546	28-Jul-2016	Issued	202	C			1200.00
AB16001	01-4-2500-000	PAYABLES - TRADE			1200.00		
Invoice Description --> ALC APPLICATION - FILE AB16001 - ELIZABETH SUTTON							

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				1200.00	0.00	1200.00
Supplier Total :				1200.00	0.00	1200.00

3510 MUNICIPAL INSURANCE ASSOCIATION

39456	05-Jul-2016		Issued	179	C	7845.32
27863	01-4-2500-000	PAYABLES - TRADE			7845.32	
Invoice Description --> LEGAL FEES						
Total :				7845.32	0.00	7845.32
Supplier Total :				7845.32	0.00	7845.32

3490 MUNICIPAL PENSION PLAN

EFT-15	28-Jul-2016		Issued	197	E	10486.56
PP#15 - 2016	01-4-2500-000	PAYABLES - TRADE			10486.56	
Invoice Description --> PAYPERIOD #15 - 2016 PENSION REMITTANCE						
Total :				10486.56	0.00	10486.56

PP#14 - 2016	28-Jul-2016		Cancelled	199	R	0.00
	01-4-2500-000	PAYABLES - TRADE			10683.63	
Invoice Description --> Cancelled Invoice - PAYPERIOD #14 - 2016 PENSION REMITTANCE						
PP#14 - 2016	01-4-2503-000	SUPERANNUATION DEDUCTIONS				-10683.63
Invoice Description --> Cancelled Invoice - PAYPERIOD #14 - 2016 PENSION REMITTANCE						
Total :				10683.63	-10683.63	0.00

EFT-16	28-Jul-2016		Issued	201	E	10683.63
PP #14 - 2016	01-4-2500-000	PAYABLES - TRADE			10683.63	
Invoice Description --> PAYPERIOD #14 - 2016 PENSION REMITTANCE						
Total :				10683.63	0.00	10683.63

39545	28-Jul-2016		Cancelled	194	M	10683.63
PP#14 - 2016	01-4-2500-000	PAYABLES - TRADE			10683.63	
Invoice Description --> Cancelled Invoice - PAYPERIOD #14 - 2016 PENSION REMITTANCE						
39545	28-Jul-2016		Cancelled	198	M	-10683.63
PP#14 - 2016	01-4-2500-000	PAYABLES - TRADE			-10683.63	
Invoice Description --> Cancelled Invoice - PAYPERIOD #14 - 2016 PENSION REMITTANCE						
Total :				0.00	0.00	0.00
Supplier Total :				31853.82	-10683.63	21170.19

3535 MUSIC BY THE SEA

39535	26-Jul-2016		Issued	190	C	2000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE			2000.00	
Invoice Description --> 2016 GRANT IN AID						
Total :				2000.00	0.00	2000.00

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Supplier Total :					2000.00	0.00	2000.00
<hr/>							
3622	NICKLIN WASTE DISPOSAL						
00140-0029	22-Jul-2016	Issued	183	T		452.55	
8475	01-4-2500-000	PAYABLES - TRADE			85.05		
Invoice Description --> COUGAR SMITH PARK - GARBAGE PICK UP JULY TO SEPT							
8494	01-4-2500-000	PAYABLES - TRADE			157.50		
Invoice Description --> SLVFD - GARBAGE DISPOSAL FOR APRIL, MAY, JUNE							
8259	01-4-2500-000	PAYABLES - TRADE			210.00		
Invoice Description --> BCVFD - GARBAGE DISPOSAL - APR, MAY, JUNE							
Total :					452.55	0.00	452.55
Supplier Total :					452.55	0.00	452.55
<hr/>							
3693	NUU-CHAH-NULTH TRIBAL COUNCIL						
39505	20-Jul-2016	Issued	184	C		275.00	
6858	01-4-2500-000	PAYABLES - TRADE			110.00		
Invoice Description --> ACRD - NATIONAL ABORIGINAL DAY							
6848	01-4-2500-000	PAYABLES - TRADE			165.00		
Invoice Description --> E/A ADMIN - LONG BEACH - WHEELS FOR WELLNESS AD							
Total :					275.00	0.00	275.00
Supplier Total :					275.00	0.00	275.00
<hr/>							
3792	PACIFIC BLUE CROSS						
EFT-7	01-Jul-2016	Issued	182	E		7327.96	
370324	01-4-2500-000	PAYABLES - TRADE			7327.96		
Invoice Description --> JULY 2016 - HEALTH, DENTAL & DISABILITY PREMIUMS							
Total :					7327.96	0.00	7327.96
Supplier Total :					7327.96	0.00	7327.96
<hr/>							
3878	PETER PUMP CO LTD						
39457	05-Jul-2016	Issued	179	C		507.15	
0899	01-4-2500-000	PAYABLES - TRADE			507.15		
Invoice Description --> ACRD - GENERATOR SLAB							
Total :					507.15	0.00	507.15
Supplier Total :					507.15	0.00	507.15
<hr/>							
3895	PORT ALBERNI MARINE RESCUE						
39536	26-Jul-2016	Issued	190	C		6000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE			6000.00		
Invoice Description --> 2016 GRANT IN AID							
Total :					6000.00	0.00	6000.00

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				6000.00	0.00	6000.00
<hr/>						
3900	PORT ALBERNI MARITIME HERITAGE SOCIETY					
39537	26-Jul-2016	Issued	190	C	5000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE		5000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				5000.00	0.00	5000.00
Supplier Total :				5000.00	0.00	5000.00
<hr/>						
4260	PORT ALBERNI VICTIM SERVICES SOCIETY					
39538	26-Jul-2016	Issued	190	C	26000.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE		26000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				26000.00	0.00	26000.00
Supplier Total :				26000.00	0.00	26000.00
<hr/>						
4115	PRICE'S ALARM SYSTEM LTD					
39506	20-Jul-2016	Issued	184	C	642.60	
2346421	01-4-2500-000	PAYABLES - TRADE		157.50		
Invoice Description --> BCFVD - ALARM MONITORING SYSTEM - JUL 1 - SEPT 30						
2346993	01-4-2500-000	PAYABLES - TRADE		220.50		
Invoice Description --> AVLF - SCALE SHACK ALARM MONITORING						
2346992	01-4-2500-000	PAYABLES - TRADE		264.60		
Invoice Description --> ACRD - OFFICE ALARM MONITORING - JULY - DEC						
Total :				642.60	0.00	642.60
Supplier Total :				642.60	0.00	642.60
<hr/>						
4131	PRIMAL COMMUNICATIONS LTD					
00139-0016	08-Jul-2016	Issued	178	T	3000.00	
6621	01-4-2500-000	PAYABLES - TRADE		3000.00		
Invoice Description --> LBA - MARKETING PLAN						
Total :				3000.00	0.00	3000.00
Supplier Total :				3000.00	0.00	3000.00
<hr/>						
4155	PROFIRE EMERGENCY EQUIPMENT INC					
39458	05-Jul-2016	Issued	179	C	567.88	
INV013683	01-4-2500-000	PAYABLES - TRADE		567.88		
Invoice Description --> SLVFD - VEHICLE MAINTENANCE TRUCK#41						
Total :				567.88	0.00	567.88

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

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

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						567.88	0.00	567.88
<hr/>								
4187	QUALITY FOODS-PORT ALBERNI							
00140-0030	22-Jul-2016		Issued	183	T			111.91
61 1555657	01-4-2500-000	PAYABLES - TRADE				32.99		
Invoice Description --> ACRD - OFFICE SUPPLIES								
61 147398	01-4-2500-000	PAYABLES - TRADE				78.92		
Invoice Description --> SLVFD - BOTTLED WATER								
Total :						111.91	0.00	111.91
Supplier Total :						111.91	0.00	111.91
<hr/>								
4370	R. ANDERSON & ASSOCIATES INC							
39460	05-Jul-2016		Issued	179	C			15256.50
36187	01-4-2500-000	PAYABLES - TRADE				15256.50		
Invoice Description --> 2016 AUDIT - FINAL BILLING								
Total :						15256.50	0.00	15256.50
Supplier Total :						15256.50	0.00	15256.50
<hr/>								
4220	RAYNER & BRACHT LTD							
39507	20-Jul-2016		Issued	184	C			4281.20
216134	01-4-2500-000	PAYABLES - TRADE				4281.20		
Invoice Description --> AVLF - BAMFIELD BIN CHARGES - JUNE 2016								
Total :						4281.20	0.00	4281.20
Supplier Total :						4281.20	0.00	4281.20
<hr/>								
4280	RECEIVER GENERAL FOR CANADA							
39459	05-Jul-2016		Issued	179	C			21863.56
PP#13 - 2016	01-4-2500-000	PAYABLES - TRADE				21863.56		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #13 - 2016								
Total :						21863.56	0.00	21863.56
<hr/>								
39525	20-Jul-2016		Issued	188	C			22897.62
PP#14 - 2016 - DIR	01-4-2500-000	PAYABLES - TRADE				1228.45		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #14 - 2016 - DIRECTORS								
PP#14 - 2016	01-4-2500-000	PAYABLES - TRADE				21669.17		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #14 - 2016								
Total :						22897.62	0.00	22897.62
Supplier Total :						44761.18	0.00	44761.18
<hr/>								
4475	ROCKY MOUNTAIN PHOENIX							
00139-0017	08-Jul-2016		Issued	178	T			
IN97013	01-4-2500-000	PAYABLES - TRADE				1593.83		

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> BVFD - SMALL TOOLS AND EQUIPMENT						
Total :				1593.83	0.00	1593.83
Supplier Total :				1593.83	0.00	1593.83
4491	ROMPRE, SUZANNE					
000140-0031	22-Jul-2016	Issued	183	T		850.00
JUN30/16	01-4-2500-000	PAYABLES - TRADE		850.00		
Invoice Description --> JUNE BAMFIELD TRANSFER STATION CONTRACTOR						
Total :				850.00	0.00	850.00
Supplier Total :				850.00	0.00	850.00
4145	SAFETEK EMERGENCY VEHICLES LTD					
000140-0032	22-Jul-2016	Issued	183	T		115449.30
INV010419	01-4-2500-000	PAYABLES - TRADE		115449.30		
Invoice Description --> BCFVD - REPLACE TRUCK #50 - CAPITAL						
Total :				115449.30	0.00	115449.30
Supplier Total :				115449.30	0.00	115449.30
4888	SEVIGNY, SHELLY					
000139-0018	08-Jul-2016	Issued	178	T		495.00
JUNE/2016	01-4-2500-000	PAYABLES - TRADE		495.00		
Invoice Description --> SLVFD - OFFICE ADMIN						
Total :				495.00	0.00	495.00
Supplier Total :				495.00	0.00	495.00
4596	SHADES TANKERS (1976) LTD					
00039461	05-Jul-2016	Issued	179	C		10338.53
16-191	01-4-2500-000	PAYABLES - TRADE		10338.53		
Invoice Description --> SB - DUST SEAL ROAD SURFACE TREATMENT						
Total :				10338.53	0.00	10338.53
Supplier Total :				10338.53	0.00	10338.53
4645	SHAW CABLE					
00039509	20-Jul-2016	Issued	184	C		882.32
01-JUL-16	01-4-2500-000	PAYABLES - TRADE		882.32		
Invoice Description --> ACCT #0012-80958259- ACRD CONSOLIDATED INTERNET/CABLE						
Total :				882.32	0.00	882.32
Supplier Total :				882.32	0.00	882.32

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
4646	SHAW CABLESYSTEMS G.P.						
39463	05-Jul-2016	Issued	179	C		124.04	
JUN.12/16	01-4-2500-000	PAYABLES - TRADE			37.97		
Invoice Description --> SLVFD - LAKESHORE RD - CABLE SERVICES							
JUN12/16	01-4-2500-000	PAYABLES - TRADE			37.97		
Invoice Description --> SLVFD - FABER RD - CABLE SERVICES							
JUN16/16	01-4-2500-000	PAYABLES - TRADE			48.10		
Invoice Description --> SLVFD - PACIFIC RIM HWY							
Total :					124.04	0.00	124.04
Supplier Total :					124.04	0.00	124.04

4610	SIGNWORKS						
39462	05-Jul-2016	Issued	179	C		224.00	
5281	01-4-2500-000	PAYABLES - TRADE			224.00		
Invoice Description --> SLVFD - DECAL							
Total :					224.00	0.00	224.00
Supplier Total :					224.00	0.00	224.00

4717	SMITH, RYAN						
00139-0019	08-Jul-2016	Issued	178	T		5632.84	
PCJUN/16	01-4-2500-000	PAYABLES - TRADE			83.15		
Invoice Description --> SALMON BEACH SEWAGE							
JUN30/16	01-4-2500-000	PAYABLES - TRADE			5549.69		
Invoice Description --> SALMON BEACH SEWAGE							
Total :					5632.84	0.00	5632.84
Supplier Total :					5632.84	0.00	5632.84

4724	SMITH TRANSPORTATION LTD.						
39464	05-Jul-2016	Issued	179	C		699.93	
1293	01-4-2500-000	PAYABLES - TRADE			699.93		
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE							
Total :					699.93	0.00	699.93
Supplier Total :					699.93	0.00	699.93

4725	SOFTCHOICE CORPORATION						
39465	05-Jul-2016	Issued	179	C		51.62	
4293240	01-4-2500-000	PAYABLES - TRADE			51.62		
Invoice Description --> ACRD - NETWORK CABLE							
Total :					51.62	0.00	51.62

39510	20-Jul-2016	Issued	184	C		
4295334	01-4-2500-000	PAYABLES - TRADE			-826.66	

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Supplier: 0002 To Z4209							
Trans. Date: 01-Jul-2016 To 31-Jul-2016							
Cheque Date: 01-Jul-2016 To 31-Jul-2016							
Cheque No.: All							
Batch No.: All							
Bank: 0099 To 4							
Status: All							
Medium:							
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File							
<hr/>							
Supplier							
Supplier Name							
Chq/Ref #							
Cheque Date							
Status							
Batch							
Medium							
Amount							
<hr/>							
Invoice No.	Account No.	Account Description	Debit	Credit			
<hr/>							
Invoice Description -->	ACRD - CREDIT - COMPUTER EXPENSE						
4295748	01-4-2500-000	PAYABLES - TRADE	347.77				
Invoice Description -->	ACRD - TONER \$77.37, PLANNING - TONER \$233.13						
4281918	01-4-2500-000	PAYABLES - TRADE	826.66				
Invoice Description -->	ACRD - COMPUTER EXPENSE						
Total :			347.77	0.00	347.77		
Supplier Total :			399.39	0.00	399.39		
<hr/>							
4752	SOUTHSIDE AUTO SUPPLY LTD.						
39466	05-Jul-2016		Issued	179	C	28.12	
502047	01-4-2500-000	PAYABLES - TRADE				28.12	
Invoice Description -->	BCVFD - EQUIPMENT						
Total :			28.12	0.00	28.12		
Supplier Total :			28.12	0.00	28.12		
<hr/>							
4772	SPROAT LAKE COMMUNITY ASSOCIATION						
39539	26-Jul-2016		Issued	190	C	11900.00	
2016GIA	01-4-2500-000	PAYABLES - TRADE				11900.00	
Invoice Description -->	2016 GRANT IN AID						
Total :			11900.00	0.00	11900.00		
Supplier Total :			11900.00	0.00	11900.00		
<hr/>							
4760	SPROAT LAKE VOL. FIRE DEPARTMENT						
39467	05-Jul-2016		Issued	179	C	2771.69	
SLVFD - MAY - 2016	01-4-2500-000	PAYABLES - TRADE				2771.69	
Invoice Description -->	SLVFD - MAY REIMBURSEMENT						
Total :			2771.69	0.00	2771.69		
Supplier Total :			2771.69	0.00	2771.69		
<hr/>							
4788	STAPLES ADVANTAGE						
39468	05-Jul-2016		Issued	179	C	322.73	
41796263	01-4-2500-000	PAYABLES - TRADE				322.73	
Invoice Description -->	ACRD - OFFICE SUPPLIES \$232.90, BUILDING INSP. \$55.25						
Total :			322.73	0.00	322.73		
<hr/>							
39511	20-Jul-2016		Issued	184	C	224.66	
41886389	01-4-2500-000	PAYABLES - TRADE				106.05	
Invoice Description -->	ACRD - OFFICE SUPPLIES						
41874957	01-4-2500-000	PAYABLES - TRADE				118.61	
Invoice Description -->	ACRD - OFFICE SUPPLIES						
Total :			224.66	0.00	224.66		

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Cheque Date : 01-Jul-2016 To 31-Jul-2016
Cheque No. : All
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				547.39	0.00	547.39
<hr/>						
4845	STAPLES BUSINESS DEPOT #321					
39512	20-Jul-2016	Issued	184	C		451.41
2087706	01-4-2500-000	PAYABLES - TRADE		61.99		
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE						
2096186	01-4-2500-000	PAYABLES - TRADE		85.34		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
2088905	01-4-2500-000	PAYABLES - TRADE		136.26		
Invoice Description --> AVEP - COASTAL RESPONSE EXERCISE						
2095028	01-4-2500-000	PAYABLES - TRADE		167.82		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
Total :				451.41	0.00	451.41
Supplier Total :				451.41	0.00	451.41
<hr/>						
5001	STERICYCLE COMMUNICATION SOLUTIONS					
000140-0033	22-Jul-2016	Issued	183	T		171.05
160621539101	01-4-2500-000	PAYABLES - TRADE		171.05		
Invoice Description --> ACRD - CALL-IN-SERVICE - EMPLOYEE SAFETY - JULY 2016						
Total :				171.05	0.00	171.05
Supplier Total :				171.05	0.00	171.05
<hr/>						
4785	STEWART MCDANNOLD STUART					
000140-0034	22-Jul-2016	Issued	183	T		1700.88
73244	01-4-2500-000	PAYABLES - TRADE		1700.88		
Invoice Description --> LEGAL FEES						
Total :				1700.88	0.00	1700.88
Supplier Total :				1700.88	0.00	1700.88
<hr/>						
4875	STRAWBERRY ISLE RESEARCH SOCIETY					
39540	26-Jul-2016	Issued	190	C		1000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				1000.00	0.00	1000.00
Supplier Total :				1000.00	0.00	1000.00
<hr/>						
4885	SUN COAST WASTE SERVICES					
000140-0035	22-Jul-2016	Issued	183	T		23970.80
148691	01-4-2500-000	PAYABLES - TRADE		23970.80		
Invoice Description --> JUNE 2016 - AV RECYCLING CONTRACT						
Total :				23970.80	0.00	23970.80

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Supplier Total :					23970.80	0.00	23970.80
<hr/>							
4917	SUPERIOR PROPANE						
39513	20-Jul-2016	Issued	184	C		379.19	
11912178	01-4-2500-000	PAYABLES - TRADE			39.90		
Invoice Description --> BWS - ANNUAL PERMIT FEE							
11772652	01-4-2500-000	PAYABLES - TRADE			339.29		
Invoice Description --> BWS - ANNUAL PROPANE TANK RENTAL							
Total :					379.19	0.00	379.19
Supplier Total :					379.19	0.00	379.19
<hr/>							
4933	SYLVAMETRICS CONSULTING						
39514	20-Jul-2016	Issued	184	C		4566.30	
M16-0701	01-4-2500-000	PAYABLES - TRADE			4566.30		
Invoice Description --> AVRA - EXTENSION - CAPITAL							
Total :					4566.30	0.00	4566.30
Supplier Total :					4566.30	0.00	4566.30
<hr/>							
5410	TD VISA						
39521	20-Jul-2016	Issued	184	C		2573.59	
JULY05/16	01-4-2500-000	PAYABLES - TRADE			2573.59		
Invoice Description --> ACRD - \$2685.56, AVEP \$ (291.44), AVRA \$26.01, WCLF \$54.87, LBA \$86.23, SLMP \$12.36							
Total :					2573.59	0.00	2573.59
Supplier Total :					2573.59	0.00	2573.59
<hr/>							
5402	TD VISA (BCVFD)C. STARRATT						
39520	20-Jul-2016	Issued	184	C		2173.83	
JULY05/16	01-4-2500-000	PAYABLES - TRADE			2173.83		
Invoice Description --> BCVFD - EQUIPMENT \$250.84, TRAVEL \$1,103.39, AWARDS\$75, VEHICLE \$739., INTERNET \$5.6							
Total :					2173.83	0.00	2173.83
Supplier Total :					2173.83	0.00	2173.83
<hr/>							
5397	TD VISA (CANN)						
39471	05-Jul-2016	Issued	179	C		1708.20	
JUN06/16	01-4-2500-000	PAYABLES - TRADE			1708.20		
Invoice Description --> SLVFD - TRAINING \$1685.63, UNIFORMS \$26.11							
Total :					1708.20	0.00	1708.20
Supplier Total :					1708.20	0.00	1708.20
<hr/>							
39542	26-Jul-2016	Issued	190	C		3305.63	
JUL06/16	01-4-2500-000	PAYABLES - TRADE			3305.63		
Invoice Description --> SLVFD - TRAVEL \$2636.49, TRAINING \$412.12, OFFICE SUPPLIES \$219.52, INTEREST \$37.50							

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Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				3305.63	0.00	3305.63
Supplier Total :				5013.83	0.00	5013.83

5396 TD VISA (GEDDES)

39470	05-Jul-2016		Issued	179	C	394.13	
JUN06/16	01-4-2500-000	PAYABLES - TRADE			394.13		
Invoice Description --> SLVFD - TRAINING \$394.13							
Total :					394.13	0.00	394.13

39541

JUL06/16	26-Jul-2016		Issued	190	C	395.26	
	01-4-2500-000	PAYABLES - TRADE			395.26		
Invoice Description --> SLVFD - TRAINING \$395.26							
Total :					395.26	0.00	395.26
Supplier Total :					789.39	0.00	789.39

4984 TELUS

39516	20-Jul-2016		Issued	184	C	2219.17	
JUL07/16	01-4-2500-000	PAYABLES - TRADE			2219.17		
Invoice Description --> ACRD CONSOLIDATED							
Total :					2219.17	0.00	2219.17
Supplier Total :					2219.17	0.00	2219.17

4983 TELUS MOBILITY (BC)

39515	20-Jul-2016		Issued	184	C	1271.20	
20322435186	01-4-2500-000	PAYABLES - TRADE			1271.20		
Invoice Description --> ACRD CELLPHONES							
Total :					1271.20	0.00	1271.20
Supplier Total :					1271.20	0.00	1271.20

1890 TETRA TECH EBA INC.

00141-0002	29-Jul-2016		Issued	189	T	47864.11	
60508627	01-4-2500-000	PAYABLES - TRADE			12581.35		
Invoice Description --> LBA - AIRFIELD LIGHT PROJECT - CAPITAL							
60508779	01-4-2500-000	PAYABLES - TRADE			35282.76		
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL							
Total :					47864.11	0.00	47864.11
Supplier Total :					47864.11	0.00	47864.11

5025 TOM HARRIS CELLULAR LTD

00140-0036	22-Jul-2016		Issued	183	T	446.88
PORTAIN100413	01-4-2500-000	PAYABLES - TRADE			446.88	

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Cheque No. : All
Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> PLANNING - CELL PHONE - IRG						
Total :				446.88	0.00	446.88
Supplier Total :				446.88	0.00	446.88

5033	TOQUAHT NATION					
39469	05-Jul-2016	Issued	179	C		4500.00
IN-10223	01-4-2500-000	PAYABLES - TRADE		4500.00		
Invoice Description --> PLANNING - COAST SHARING ON ORTHO AND LIDAR PROCESSING						
Total :				4500.00	0.00	4500.00
Supplier Total :				4500.00	0.00	4500.00

0900	TRACY BOND (PETTY CASH)					
39435	05-Jul-2016	Issued	179	C		131.55
JUNE23/16	01-4-2500-000	PAYABLES - TRADE		131.55		
Invoice Description --> ACRD - GEN OFFICE \$27.85, PLANNING \$103.70						
Total :				131.55	0.00	131.55
Supplier Total :				131.55	0.00	131.55

5114	TRINEX INTERNET SOLUTIONS INC					
00140-0037	22-Jul-2016	Issued	183	T		183.75
7698	01-4-2500-000	PAYABLES - TRADE		78.75		
Invoice Description --> ACRD COMPUTER - MONTHLY WEB HOSTING						
7715	01-4-2500-000	PAYABLES - TRADE		105.00		
Invoice Description --> ACRD COMPUTER - WEBSITE UPDATES						
Total :				183.75	0.00	183.75
Supplier Total :				183.75	0.00	183.75

5128	TSESHAHT FIRST NATION					
39517	20-Jul-2016	Issued	184	C		350.00
0010-A000937	01-4-2500-000	PAYABLES - TRADE		350.00		
Invoice Description --> ACHN - RECONCILIATION WORKSHOP						
Total :				350.00	0.00	350.00
Supplier Total :				350.00	0.00	350.00

5131	TSESHAHT MARKET					
39518	20-Jul-2016	Issued	184	C		156.56
2126128	01-4-2500-000	PAYABLES - TRADE		70.05		
Invoice Description --> SLVFD - FUEL TRUCK #41						
2144331	01-4-2500-000	PAYABLES - TRADE		86.51		
Invoice Description --> SLVFD - FUEL TRUCK #47						

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				156.56	0.00	156.56
Supplier Total :				156.56	0.00	156.56

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5145	UCLUELET CONSUMERS CO-OP ASSN					
39519	20-Jul-2016		Issued	184	C	934.50
LBA - JUN/16	01-4-2500-000	PAYABLES - TRADE		934.50		
Invoice Description --> LBA - JUNE 2016 FUEL						
Total :				934.50	0.00	934.50
Supplier Total :				934.50	0.00	934.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5423	WALCO INDUSTRIES LTD.					
00139-0020	08-Jul-2016		Issued	178	T	4118.63
31271	01-4-2500-000	PAYABLES - TRADE		4118.63		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
Total :				4118.63	0.00	4118.63
Supplier Total :				4118.63	0.00	4118.63

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5439	WEST BAMFIELD MERCANTILE AND MARINE LTD					
39472	05-Jul-2016		Issued	179	C	741.07
2016-06-22	01-4-2500-000	PAYABLES - TRADE		741.07		
Invoice Description --> BCEP - COASTAL RESPONSE EXERCISE						
Total :				741.07	0.00	741.07
Supplier Total :				741.07	0.00	741.07

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5468	WEST COAST AQUATIC					
39543	26-Jul-2016		Issued	190	C	17000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE		17000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				17000.00	0.00	17000.00
Supplier Total :				17000.00	0.00	17000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5471	WEST COAST INLAND SEARCH & RESCUE SOCIETY					
39544	26-Jul-2016		Issued	190	C	6000.00
2016GIA	01-4-2500-000	PAYABLES - TRADE		6000.00		
Invoice Description --> 2016 GRANT IN AID						
Total :				6000.00	0.00	6000.00
Supplier Total :				6000.00	0.00	6000.00

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



AP5100
Date : Aug 16, 2016

Page : 37
Time : 2:24 pm

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

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
39473	05-Jul-2016	Issued	179	C		20.12
93815	01-4-2500-000	PAYABLES - TRADE		20.12		
Invoice Description --> BUILDING INSPECTION - SUPPLIES						
Total :				20.12	0.00	20.12
Supplier Total :				20.12	0.00	20.12

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5565	20-Jul-2016	Issued	184	C		172.31
39522	01-4-2500-000	PAYABLES - TRADE		172.31		
Invoice Description --> LBA - FIRE EQUIPMENT						
Total :				172.31	0.00	172.31
Supplier Total :				172.31	0.00	172.31

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5620	20-Jul-2016	Issued	184	C		6159.85
39523	01-4-2500-000	PAYABLES - TRADE		6159.85		
Invoice Description --> 2ND QUARTER 2016 WCB PREMIUMS						
Total :				6159.85	0.00	6159.85
Supplier Total :				6159.85	0.00	6159.85

Total Computer Paid :	<u>482,866.70</u>	Total EFT PAP :	<u>33,219.11</u>	Total Paid :	<u>1,313,107.32</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>797,021.51</u>		

REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance
Wendy Thomson, Manager of Administrative Services
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: August 24, 2016

Subject: Bylaw No. F1126, Bamfield Water System Treatment Plant Loan Authorization Bylaw

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016".

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016".

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016".

Desired Outcome:

The ACRD Board to give three readings to Bylaw F1126 and forward for approval by the Inspector of Municipalities prior to conducting the referendum to gain the required consent of the electors within the service area to proceed with borrowing up to a maximum of \$600,000 for the proposed Bamfield Water System Treatment Plant.

Summary:

The Bamfield Water System has been under a water advisory placed by Island Health (VIHA) since November of 2013 as the water system supplies water that does not meet the Canadian Drinking Water Standards for water quality. The Bamfield Water Advisory Committee, Regional District Board, staff, engineers and consultants have all worked together to develop a plan which meets the terms and conditions as set out by VIHA. The proposed direction is to install a treatment plant at an estimated cost of \$1.5 million. The ACRD Board allocated \$1 million in Community Works Funding but borrowing for approximately 1/3 of the project is required to enable treatment plant to be completed. In order to borrow funds approval of the electorate is required.

The preliminary tender results and loan authorization bylaw were presented to the Bamfield Water Advisory Committee on August 16, 2016 and the Committee provided their support for the bylaw.

Background:

At the July 27, 2016 meeting the ACRD Board of Directors passed the following resolution:

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that approval for the required borrowing of the Bamfield Water System Dissolved Air Floatation Water Treatment Plant will be by referendum question in the fall of 2016 and staff be directed to prepare the necessary bylaws and refer the matter to the Bamfield Water Committee for their consideration.

The first step in this process is for the Board to consider giving three readings to a loan authorization bylaw (attached). Once the Board gives three readings to the bylaw it will be forwarded to the Inspector of Municipalities with the Ministry of Community, Sport and Cultural Development for approval. Ministry staff has advised that approval by the Inspector takes approximately 4-6 weeks. Once the Inspector provides approval Regional District staff must proceed with the referendum within 80 days. Regional District staff are hoping to go to referendum in early November 2016 but need to wait for Inspector approval before setting the date. If the referendum receives approval by the electorate then the bylaw will come back to the Board for consideration of adoption.

No amendment is required to the Bamfield Water System Establishing Bylaw No. 837 as the maximum annual requisition amount set in the bylaw is adequate to service the additional borrowing costs that will result from this project.

Staff will bring forward a report appointing the Chief and Deputy Election Officers as well as the referendum question at the September 14, 2016 Board of Directors meeting.

Time Requirements – Staff & Elected Officials:

Staff time will be required for both the referendum process and to oversee the project. This is a significant project to undertake with considerable communications and community engagement anticipated. Administration, finance and environmental services staff will all be engaged.


Financial:


The referendum will be paid for by the Bamfield Water System service. Based on previous referendums conducted the estimated cost of this referendum is \$5,000.

If the referendum is successful, the borrowing will be paid by parcel tax from the service area. The 2016 parcel tax was \$237 and the estimated annual increase in the parcel tax as a result of borrowing is \$170 for a total estimated annual parcel tax of \$407. This estimate is based on the current projected interest rate which will not be determined until the project is completed and the borrowing is locked in. Staff is also considering providing the opportunity for owners to pre-pay the debt in advance of locking in but this will be done at a later date once the project is completed.

Policy or Legislation:

Local Government Act and Community Charter apply. Staff has been in contact with Ministry representatives to confirm the appropriate process.

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

Submitted by: 
Wendy Thomson, Manager of Administrative Services

Submitted by: 
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Approved by: 
Russell Dyson, Chief Administrative Officer



**Alberni-Clayoquot Regional District
Loan Authorization Bylaw**

Bylaw No. F1126

A bylaw to authorize the borrowing of the estimated cost of constructing a water treatment plant for the Bamfield Water System

WHEREAS the Regional Board of the Alberni-Clayoquot Regional District has established by Bylaw No. 837, a service for the purpose of providing a water system to the Bamfield Water System Service Area;

AND WHEREAS it is deemed desirable and expedient to construct a water treatment plant for the Bamfield Water System serving the Bamfield Water Service Area;

AND WHEREAS the estimated cost of constructing the water treatment plant for the Bamfield Water System including expenses incidental thereto is the sum of \$1,500,000 of which the sum of \$600,000 is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty (20) years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Alberni-Clayoquot Regional District has obtained the approval of electors in accordance with the *Local Government Act*;

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

1. The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a water treatment plant for the Bamfield Water System serving the Bamfield Water Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding six hundred thousand (\$600,000);
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the said water treatment plant for the Bamfield Water System.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
 3. This bylaw may be cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.

READ A FIRST TIME THIS _____ day of _____, 2016.

READ A SECOND TIME THIS _____ day of _____, 2016.

READ A THIRD TIME THIS _____ day of _____, 2016.

I hereby certify the foregoing to be a true and correct copy of Bylaw No. F1126, “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016” as read a third time by the Regional Board of the Alberni-Clayoquot Regional District on the ____ day of _____, 2016.

Chief Administrative Officer

RECEIVED the approval of the Inspector of Municipalities this ____ day of _____, 2016.

RECEIVED the approval of the electors of the Alberni-Clayoquot Regional District on the ____ day of _____, 2016.

RECEIVED AND FINALLY PASSED AND ADOPTED this ____ day of _____,
20__.

Chairperson

Chief Administrative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw F1126, "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016" as adopted by the Regional Board of the Alberni-Clayoquot Regional District on the ____ day of _____, 20__.

Chief Administrative Officer

REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: August 24, 2016

Subject: Alberni Valley Stakeholders Initiative to End Homelessness Grant

Recommendation:

That the Board of Directors provide direction to staff regarding the issuance of the grant funding to the Alberni Valley Stakeholders Initiative to End Homelessness Committee.

Summary:

At the February 24, 2016 Board of Directors meeting Patty Edwards of the Alberni Valley Stakeholders Initiative to End Homelessness made a presentation to support their 2016 grant-in-aid request. At that meeting the following motion was passed:

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

Staff recently contacted the applicant in advance of paying the grant to ensure that matching funds had been secured. We were advised that the group has been able to secure \$10,000 from the City of Port Alberni appointed Seniors Advisory Committee. The Regional District Grant-in-Aid policy states that 'no double dipping' is permitted and therefore staff request Board direction as to whether this can be considered matching funds.

Patty Edwards will be in attendance at the August 24, 2016 Board meeting to address any of the Board of Directors questions.

Background:

The Alberni Valley Stakeholders Initiative to End Homelessness Committee grant-in-aid application stated that they plan to hire a part-time coordinator two days per week to facilitate the recommendations in their "Still at Home in the Alberni Valley" plan.

Time Requirements – Staff & Elected Officials:

Minimal staff time will be required to process this grant request.

Financial:

The Alberni Valley Stakeholders Initiative to End Homelessness \$20,000 grant was included in the region

wide grant-in-aid service in the 2016 Financial Plan and as a result was budgeted to have contributions from the City of Port Alberni, District of Tofino, District of Ucluelet and all Electoral Areas.

Policy or Legislation:

The Alberni-Clayoquot Regional District Grant-in-Aid Policy Part 2 – Eligibility, Section 4. states:

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.

Options Considered:

Staff have developed the following 2 options:

1. Make an exception to the 'no double dipping' condition of the Grant-in-Aid policy and remove the condition that the group secure matching funds and issue the full \$20,000 grant.
2. State that the matching funds are not considered eligible for this purpose and issue no funding at this time.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

To: Board of Directors

From: Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: August 24, 2016

Subject: **Bamfield Water System – Water Treatment Plant update (Water Treatment Works RFP and Borrowing Bylaw)**

This report is provided for information.

On April 21, 2016 at the Bamfield Water Advisory Committee (BWAC) meeting, staff were asked to have the water treatment plant project design documents prepared and also to provide a higher accuracy of estimates for Dissolved Air Flootation (DAF) water treatment plant components. The Board subsequently directed staff to prepare for a referendum for the borrowing required for the project. The ACRD staff and Koers and Associates undertook the requests and prepared the request for proposals (RFP) for the treatment works. This has provided a clearer cost estimate for this project as requested by the BWAC.

The request for proposals were received by three different suppliers and the preliminary results were shared with the committee on the August 16th 2016 BWAC meeting and are as follows (includes GST):

1. ADI Water Solutions	\$551,250
2. BI Pure Water	\$788,675
3. Westech Technologies	\$987,289

Koers and Associates will take the RFP's submissions and thoroughly review the documents and provide a report and a recommendation to the Board of Directors later this fall if the borrowing referendum is successful and the project is able to proceed. The report will also address additional questions asked by the water committee. The Class C estimate for this portion of the project was estimated to be \$485,000 by Koers in January of 2015. Please note that the above prices include GST, as a local government our GST portion is fully rebated back. The actual cost of ADI Water Solutions RFP would be \$525,000.

A letter provided by Island Health strongly supported the DAF Water Treatment Plant (Bamfield water upgrades - dated July 14, 2016). Within that letter Island Health did not provide the requirement of the UV Treatment as the log credits from the filtration were sufficient to deal with Bamfield's water advisory. Island Health's position is the minimum required for the design.

The BWAC had questions with the Ultra Violet (UV) treatment component of the RFP and whether it should be excluded to reduce costs. Prior DAF water treatment plants that were approved by Island Health with similar water characteristics to Bamfield's raw water included UV treatment. Koers included this in the design based on that knowledge. Review of the preliminary cost breakdown shows that the capital cost of the UV components is \$46,500. UV treatment is a best practice for water quality and public

safety, but not mandatory. The impact on the overall cost of the project for the UV Treatment is 8.8% for the DAF treatment plant or 3.1% of the total estimate project cost.

BWAC queries that still need to be addressed regarding UV Treatment include the annual operating and maintenance (O&M) costs. The Koers RFP review will provide the estimated annual breakdown for O&M, as this is supplied within the RFP submissions. Building design costs for inclusion of the UV treatment was another request to be determined by Koers.

The BWAC has asked how the DAF water treatment plant was selected versus membrane filtration, ozone or the activated carbon filter. DAF water treatment has been proven to be successful in water quality issues on the West Coast, we have seen successful operation of DAF water treatment plants in the region at Salt Spring and Tofino, local operators can assist the ACRD if DAF treatment plant issues arise. Island Health is confident in the selected treatment hence their strong support. The alternatives listed above have higher O&M costs, create more waste and usually will have access to a liquid waste disposal system for waste to be processed.

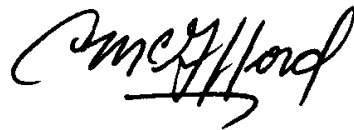
Koers and ACRD staff will provide the report to address the queries above in further detail along with other requests discussed at the meeting. This information will be shared with the community in advance of the referendum.

Next steps:

The Board will consider the Bamfield Water System Treatment Plant Loan Authorization Bylaw that is included in this agenda and give three readings to forward for approval by the Inspector of Municipalities. \$600,000 will be the maximum amount to borrow and the BWAC supports this.

Once the Inspector approves the borrowing bylaw staff must proceed with the referendum within 80 days. Staff will bring forward a report appointing the Chief and Deputy Election Officers as well as the referendum question at the September 14, 2016 Board of Directors meeting. Regional District staff are hoping to go to referendum in early November 2016 but need to wait for Inspector approval before setting the date.

If the referendum receives approval by the electorate then the bylaw will come back to the board for consideration of adoption. A mandatory 30-day quashing period must take place and the hope is to award the successful RFP for the proposed water treatment works at the December 9, 2016 board meeting.



Submitted by: _____
Andrew McGifford, CPA, CGA, Manager of Environmental Services



Approved by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Date: August 16, 2016

Subject: AVRA Airport Lighting Tender – Late Item

In order to minimize the closure of the Alberni Valley Regional Airport the lighting project has quickly been put out for an Invitation to Tender. It has been advertised and the closing date for the tender is Friday, August 19th at 2:00 pm. It has been a very tight turn around due to the recent announcement of the BC Air Access Program funding and the ACRD's desire to have the project done in conjunction with the runway expansion. It is staff's intention to have the engineer review the tender documents and work with staff to provide a report with a recommendation as a late item to the August 24, 2016 Board meeting.

Janice Hill

MEMORANDUM

To: Board of Directors

From: Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: August 24, 2016

Subject: **Alberni Valley Landfill (AVLF) – Access Road Paving project**

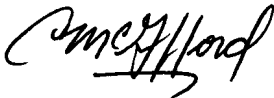
This report is provided for background information in anticipation of the late item (Request for Decision) for the agenda.


The AVLF has an access road which is utilized under a License of Occupation agreement with the Province of British Columbia. This is considered a private road and the only purpose of this road is to provide access to the Landfill operations.

A small improvement was completed in 2010 in order to correct needed repairs at that time. The volume and weight of traffic on this road speeds up the deterioration in the areas where subgrade is insufficient. One section includes asphalt removal and replacement in sections of existing asphalt and overlay, for 277 metres length of road and gravel shoulder restoration. The other section is the edge of road restoration, asphalt and gravel shoulder improvements, with select locations of fill embankment extension and reconstruction, for 565 metres of road.

There are pockets of Japanese Knotweed found on the side of the road and extra care must be taken to prevent the spread of the invasive plant species. There has been herbicide treatment on the identified areas and when construction commences the need to separate excavated soils containing this plant will be moved and placed on a tarp within the AVLF, once there the soils will be treated and watch to ensure no growth occurs.

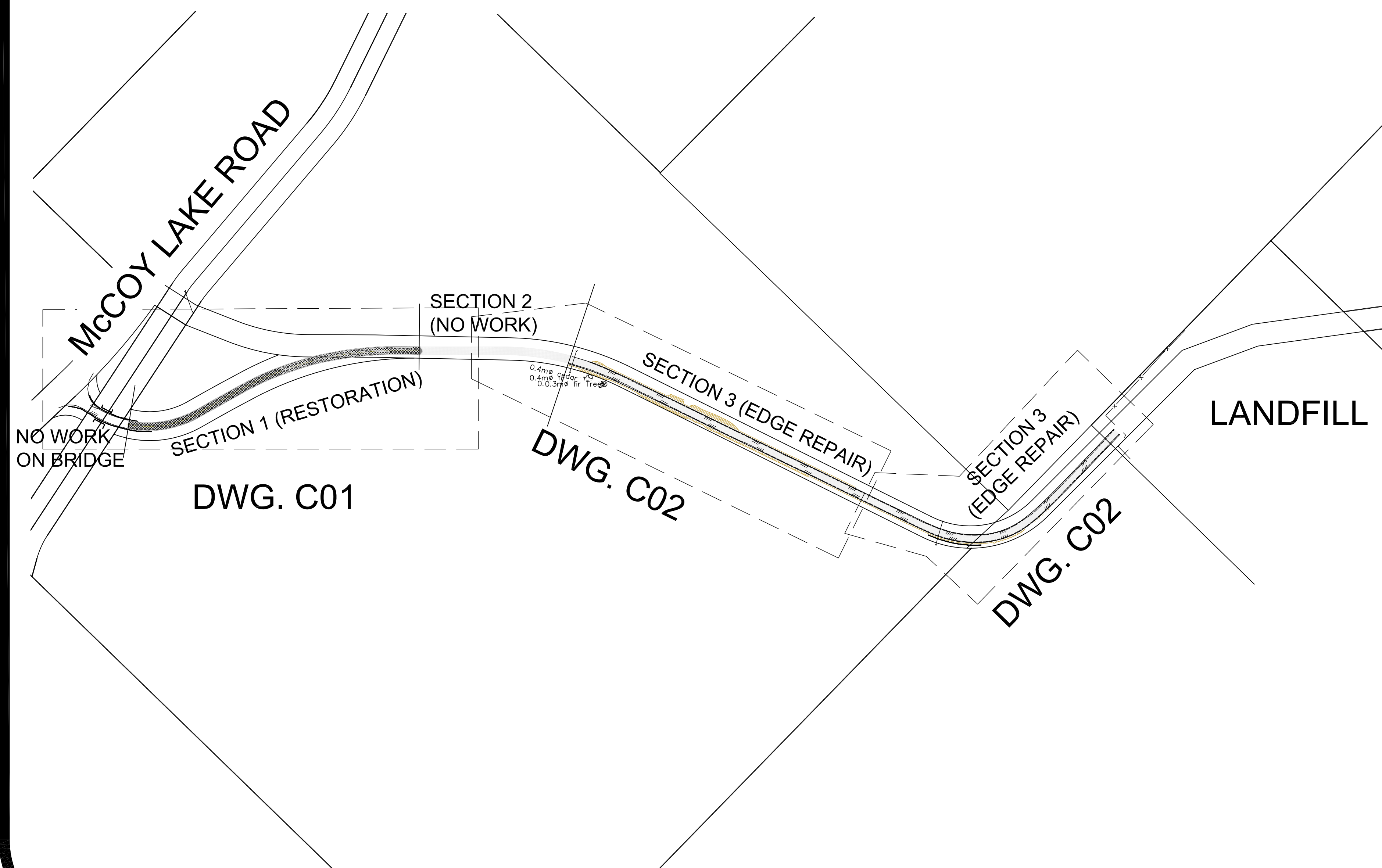
The Access Road Paving project was first included in the 2015 Capital Plan for the AVLF, the engineering for the project started but was put on hold and deferred to 2016. The Capital Plan for 2016 included \$325,000 for this project.

Submitted by: 
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Approved by: 
Russell Dyson, Chief Administrative Officer

ALBERNI CLAYOQUOT REGIONAL DISTRICT

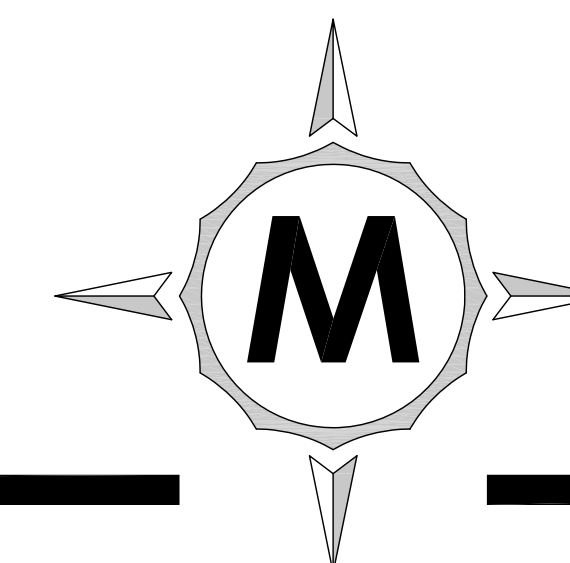
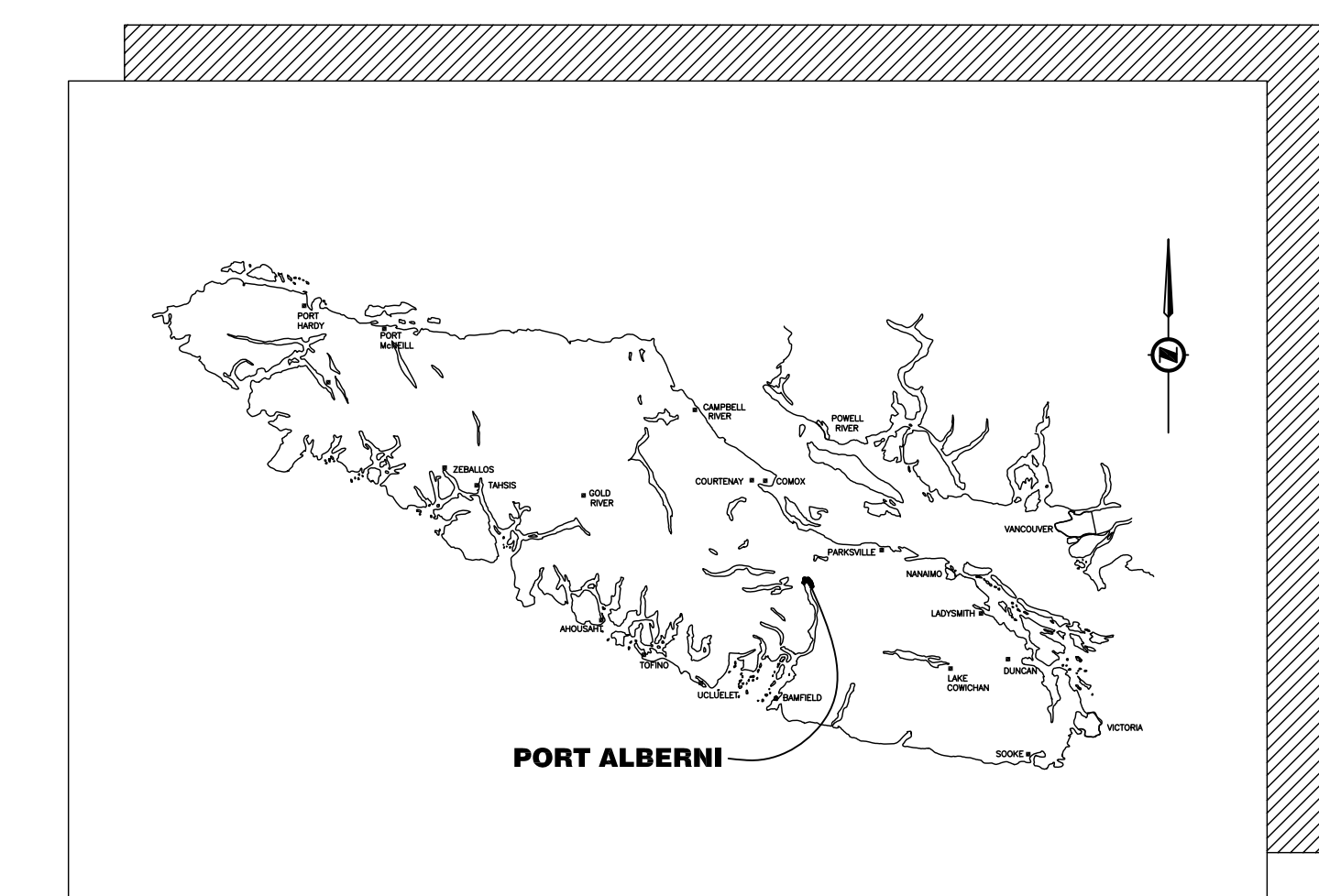
ALBERNI VALLEY LANDFILL ACCESS ROAD PAVING 2016



DRAWING INDEX

TITLE SHEET / SITE LOCATION PLAN

Pg	PLAN #	NAME
1	C01	ROAD RESTORATION, STA. 0+054 to 0+331 (SECTION 1)
2	C02	ROAD EDGE REPAIR, STA. 0+466 to 1+031 (SECTION 3)

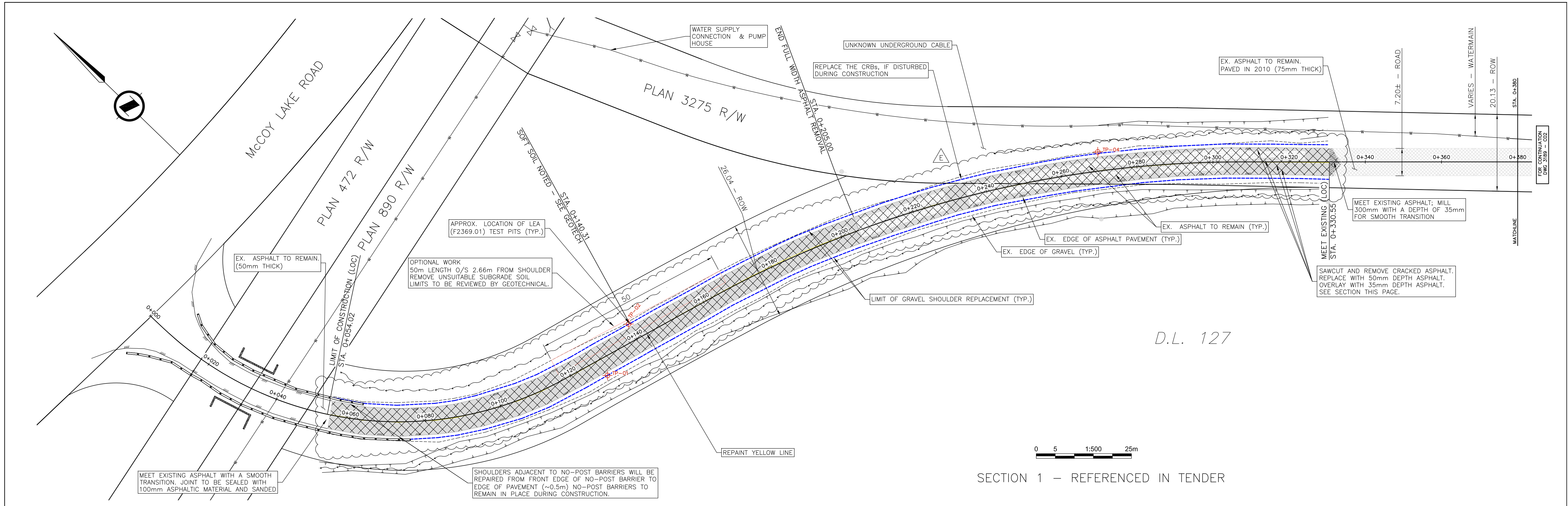


**McGILL & ASSOCIATES
ENGINEERING LTD.**

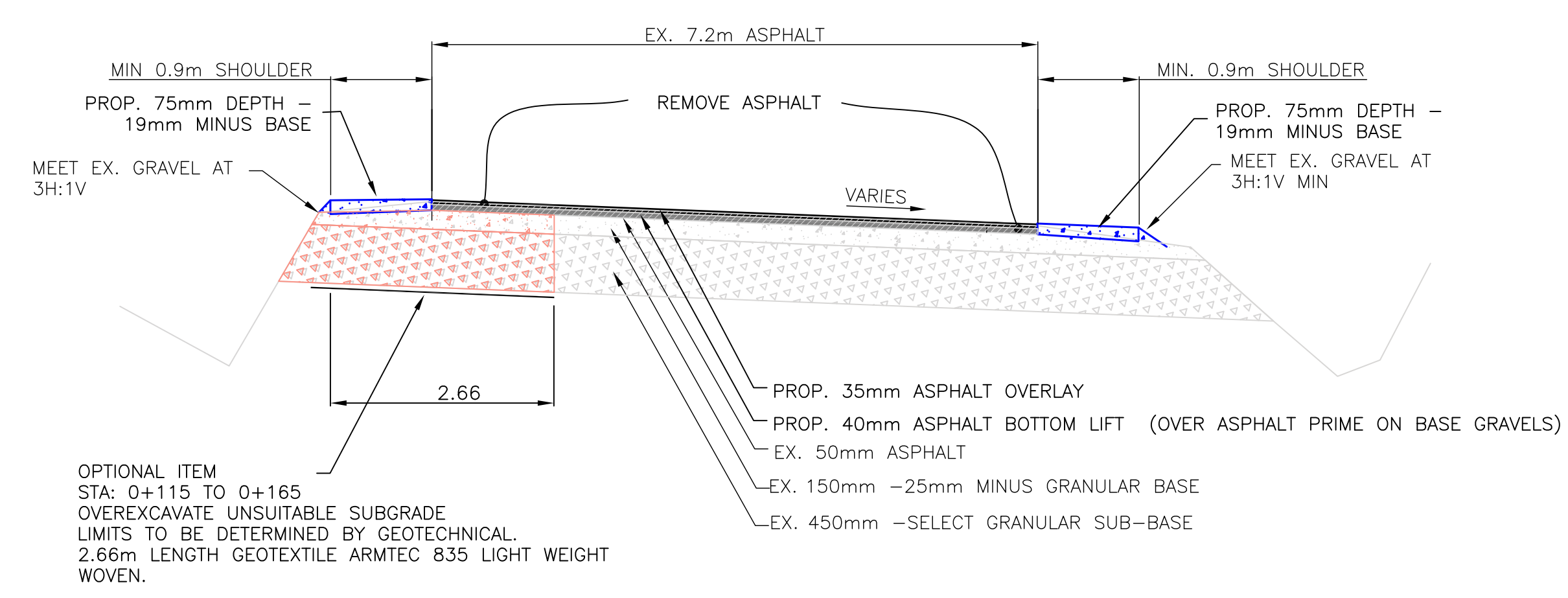
4610 ELIZABETH STREET
PORT ALBERNI, B.C., V9Y 6L7
Tel: (250) 724-3400 Fax: (250) 724-4400
E-mail: office@mcgilleng.com

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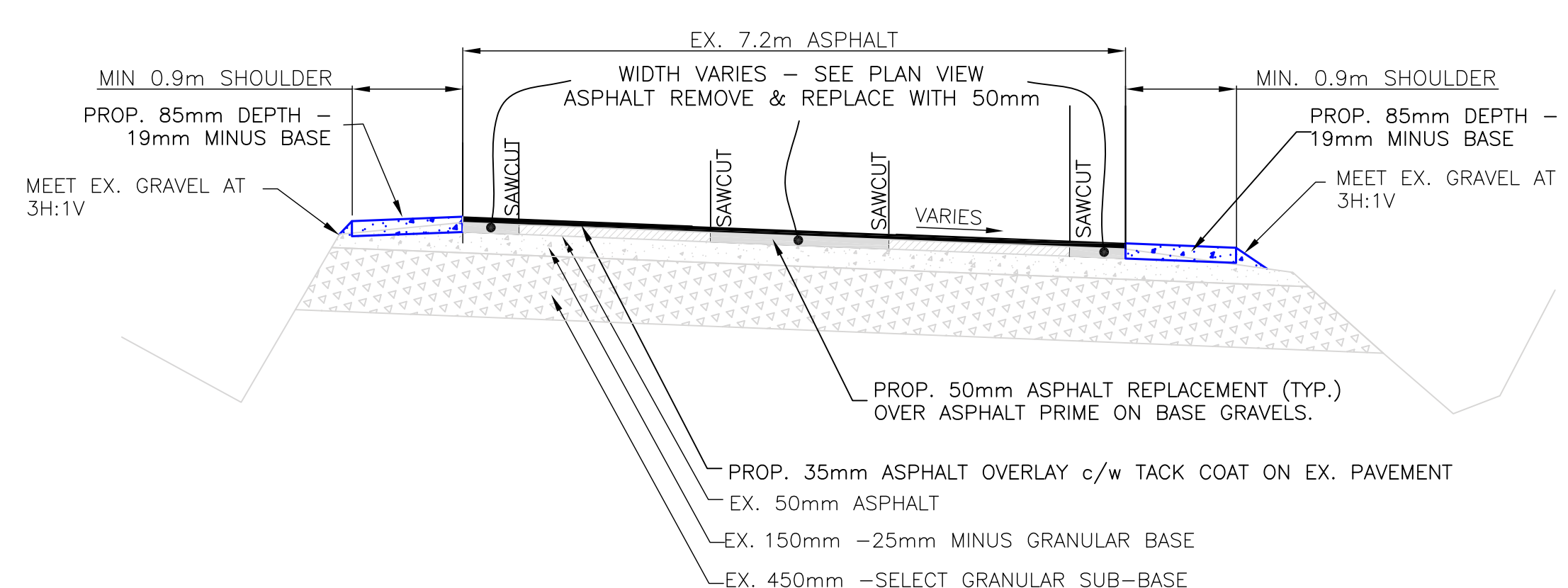
S:\3189 ACRD AVL Access Road Paving\DWG\REV C - Issued for Tender\3189 - Rev E.dwg Aug 12, 2016 1:53:09pm



SECTION 1 - REFERENCED IN TENDER



TYPICAL ROAD CROSS SECTION - STATION 0+054 TO 0+205
BASE GRAVELS MUST BE PROOF ROLLED AND APPROVED PRIOR TO PAVING



TYPICAL ROAD CROSS SECTION - STATION 0+205 TO 0+330.6
BASE GRAVELS MUST BE PROOF ROLLED AND APPROVED PRIOR TO PAVING

Point Table				
Point #	Elevation	Northing	Easting	Description
5011	52.03	1800.75	2315.75	MN-PK
5012	44.16	1870.19	2235.13	MN-PK
5013	38.02	1924.77	2086.74	MN-SPK

HATCH LEGEND

	ASPHALT REPLACE
	ASPHALT EXISTING REMAIN
	ASPHALT MILLED
	ASPHALT OVERLAY

- CONSTRUCTION NOTES
- ALL CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH THE MMCD (PLATINUM EDITION) UNLESS OTHERWISE NOTED.
 - OBTAIN ALL REQUIRED PERMITS PRIOR TO CONSTRUCTION.
 - CONTACT "B.C. ONE CALL" AT 1-800-474-6886 A MINIMUM OF THREE WORKING DAYS PRIOR TO START OF CONSTRUCTION.
 - BC HYDRO, TELUS, SHAW CABLE AND ANY GAS FACILITIES ARE NOT SHOWN ON THIS DRAWING. REFER TO UTILITY COMPANY DRAWINGS FOR CONSTRUCTION DETAILS.
 - DO NOT START ANY BACKFILL OPERATION UNTIL THE WORKS HAVE BEEN INSPECTED BY THE GEOTECHNICAL ENGINEER.
 - ALL ENVIRONMENTAL PROTECTION MEASURES, INCLUDING EROSION AND SEDIMENT CONTROL, SHALL MEET THE REQUIREMENTS OF THE PROVINCIAL MINISTRY OF ENVIRONMENT AND OTHER AGENCIES. THESE MEASURES SHALL BE IN PLACE PRIOR TO THE START OF CONSTRUCTION AND REMAIN FOR THE DURATION OF THE CONSTRUCTION.
 - PREVENT TRACKING OF MUD AND DEBRIS ONTO ROADS.
 - AFTER CONSTRUCTION, RESTORE WORK AREAS AND ALL EXISTING FEATURES TO THEIR ORIGINAL CONDITION OR BETTER.
 - ALL STREET TRAFFIC, ADVISORY SIGNS AND FLAGGING TO BE PROVIDED BY THE CONTRACTOR.
 - TESTING BY GEOTECHNICAL ENGINEER. TESTING REQUIRED ON EXCAVATED SUBGRADE AND GRAVEL COMPACTION. BASE GRAVELS MUST BE PROOF ROLLED AND APPROVED PRIOR TO PAVING.
 - CHANGES OF GRADES SHALL BE FORMED WITH SMOOTH CURVES.
 - MARK THE LOCATIONS OF THE ASPHALT CUTS AS PER DRAWING AND REVIEW WITH CONTRACT ADMINISTRATOR; ANY CHANGES NEED TO BE REVIEWED, APPROVED AND SURVEYED.

S:\3189 ACRD AVL Access Road Paving\DWG\REV C - Issued for Tender\M3189 - RevE.dwg Aug 12, 2016 1:53:45pm

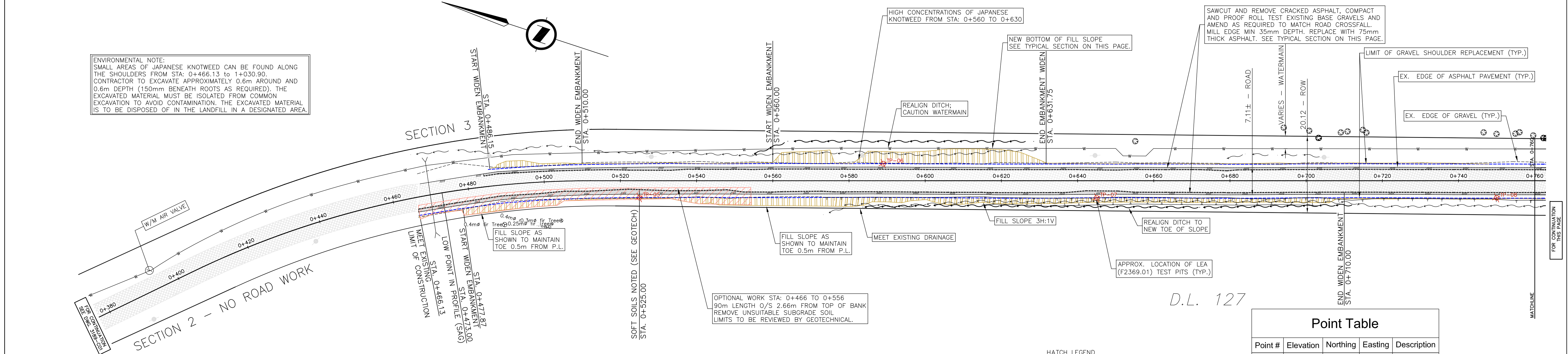
THIS PLAN AND DESIGN ARE, AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF MCGILL & ASSOCIATES ENGINEERING LTD. AND CANNOT BE USED OR REPRODUCED WITHOUT WRITTEN CONSENT. THIS PLAN IS PREPARED FOR THE SOLE USE OF OUR CLIENT AND NO REPRESENTATION OF ANY KIND IS MADE TO OTHER PARTIES WITH WHICH MCGILL & ASSOCIATES ENGINEERING LTD. HAS NOT ENTERED INTO A CONTRACT. WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE SHALL BE INFORMED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWINGS.				DESIGN: MC
E	REVISIONS PER ADDENDUM #2	2016-08-15	CJM MCL	CHECKED: MSC
D	REVISIONS PER ADDENDUM #1	2016-08-11	CJM MCL	APPROVED: ML
C	ISSUED FOR TENDER	2016-07-26	CJM/MC	DATE: 2016-05-25
B	100% ISSUED FOR REVIEW	2016-05-26	CJM/MC	SCALE: 1:500
A	70% ISSUED FOR BUDGET PREPARATION	2015-11-23	CJM/MC	FIELD BOOK No.
No.	REVISION DESCRIPTION	DATE	BY	APP'D

McGILL & ASSOCIATES ENGINEERING LTD.
 4610 ELIZABETH STREET
 PORT ALBERNI, B.C., V9Y 6L7
 Tel: (250) 724-3400 Fax: (250) 724-4400
 E-mail: office@mcgilleng.com

ALBERNI CLAYOQUOT REGIONAL DISTRICT
 AVL ACCESS ROAD RESTORATION
 STA. 0+054 to 0+331 (SECTION 1)

SHEET No.	C01	
	1 OF 2	REV. E
DRAWING No.	3189 - C01	

ENVIRONMENTAL NOTE:
SMALL AREAS OF JAPANESE KNOTWEED CAN BE FOUND ALONG THE SHOULDERS FROM STA: 0+466.13 TO 1+030.90. CONTRACTOR TO EXCAVATE APPROXIMATELY 0.6m AROUND AND 0.6m DEPTH (150mm BENEATH ROOTS AS REQUIRED). THE EXCAVATED MATERIAL MUST BE ISOLATED FROM COMMON EXCAVATION TO AVOID CONTAMINATION. THE EXCAVATED MATERIAL IS TO BE DISPOSED OF IN THE LANDFILL IN A DESIGNATED AREA.

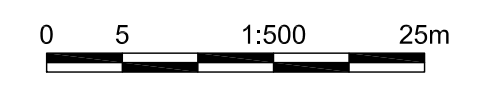


Point Table

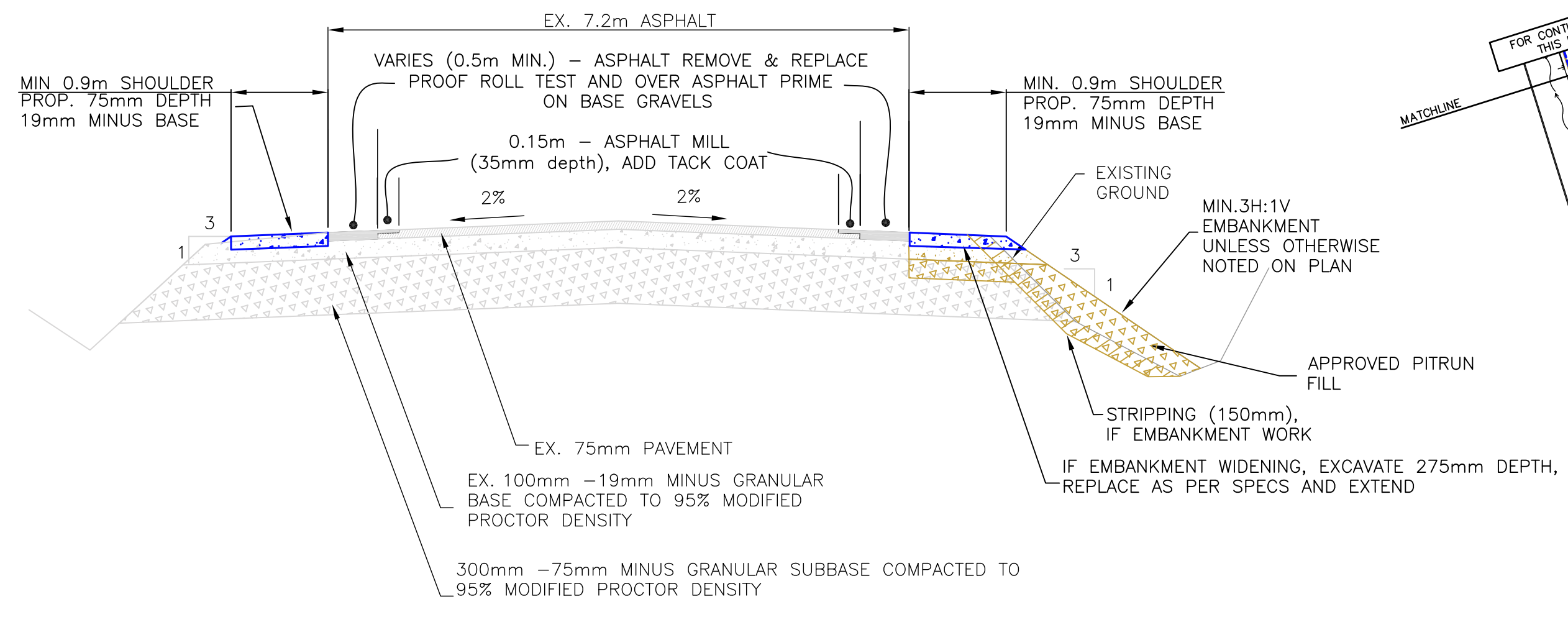
Point #	Elevation	Northing	Easting	Description
5007	69.82	1420.97	2489.58	MN-PK
5008	66.44	1480.44	2478.10	MN-PK
5009	52.54	1730.49	2381.36	MN-PK
5010	52.84	1737.08	2384.68	MN-SPK

HATCH LEGEND

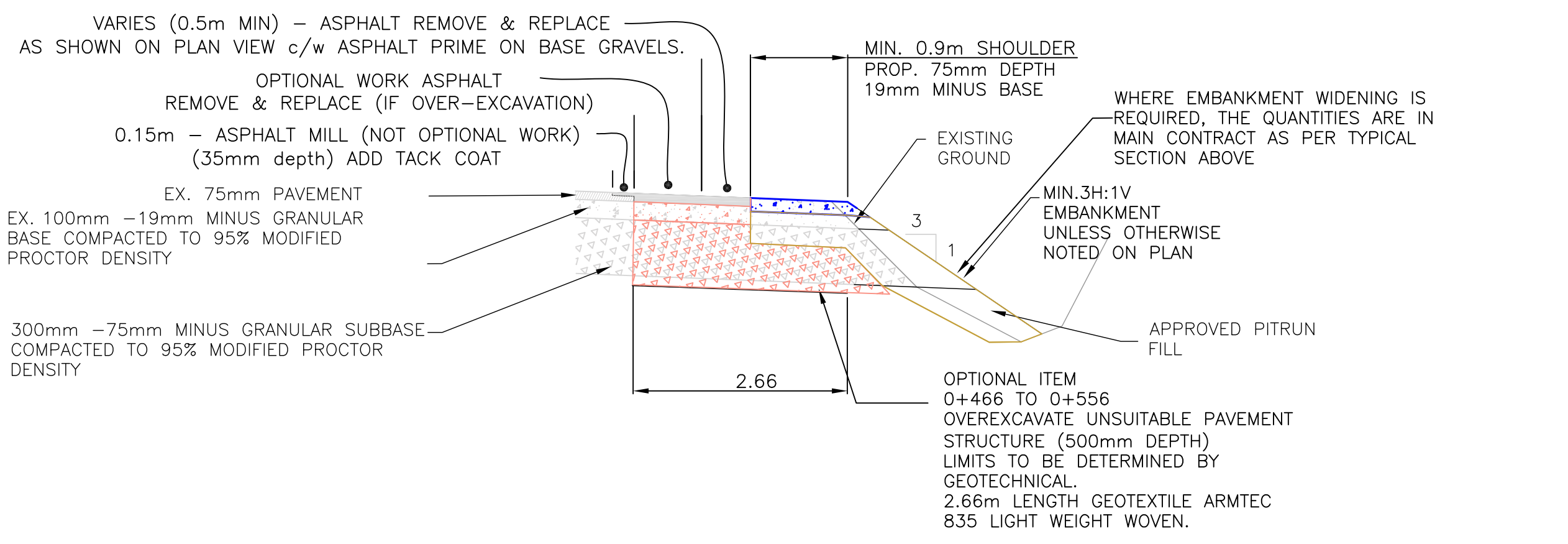
- ASPHALT REPLACE
- ASPHALT EXISTING REMAIN
- ASPHALT MILLED
- EMBANKMENT



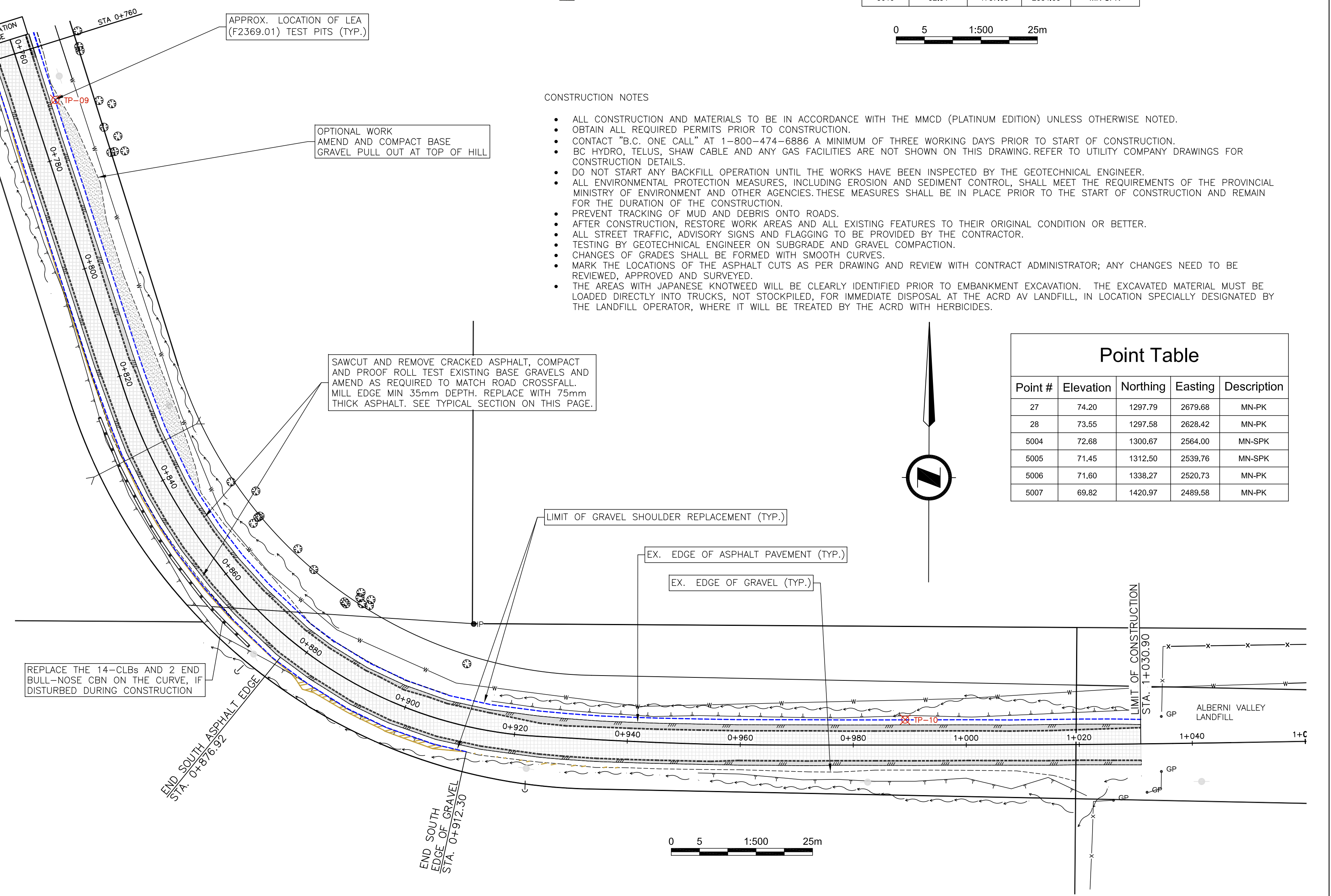
- CONSTRUCTION NOTES
- ALL CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH THE MMCD (PLATINUM EDITION) UNLESS OTHERWISE NOTED.
 - OBTAIN ALL REQUIRED PERMITS PRIOR TO CONSTRUCTION.
 - CONTACT "B.C. ONE CALL" AT 1-800-474-6886 A MINIMUM OF THREE WORKING DAYS PRIOR TO START OF CONSTRUCTION.
 - BC HYDRO, TELUS, SHAW CABLE AND ANY GAS FACILITIES ARE NOT SHOWN ON THIS DRAWING. REFER TO UTILITY COMPANY DRAWINGS FOR CONSTRUCTION DETAILS.
 - DO NOT START ANY BACKFILL OPERATION UNTIL THE WORKS HAVE BEEN INSPECTED BY THE GEOTECHNICAL ENGINEER.
 - ALL ENVIRONMENTAL PROTECTION MEASURES, INCLUDING EROSION AND SEDIMENT CONTROL, SHALL MEET THE REQUIREMENTS OF THE PROVINCIAL MINISTRY OF ENVIRONMENT AND OTHER AGENCIES. THESE MEASURES SHALL BE IN PLACE PRIOR TO THE START OF CONSTRUCTION AND REMAIN FOR THE DURATION OF THE CONSTRUCTION.
 - PREVENT TRACKING OF MUD AND DEBRIS ONTO ROADS.
 - AFTER CONSTRUCTION, RESTORE WORK AREAS AND ALL EXISTING FEATURES TO THEIR ORIGINAL CONDITION OR BETTER.
 - ALL STREET TRAFFIC, ADVISORY SIGNS AND FLAGGING TO BE PROVIDED BY THE CONTRACTOR.
 - TESTING BY GEOTECHNICAL ENGINEER ON SUBGRADE AND GRAVEL COMPACTION.
 - CHANGES OF GRADES SHALL BE FORMED WITH SMOOTH CURVES.
 - MARK THE LOCATIONS OF THE ASPHALT CUTS AS PER DRAWING AND REVIEW WITH CONTRACT ADMINISTRATOR; ANY CHANGES NEED TO BE REVIEWED, APPROVED AND SURVEYED.
 - THE AREAS WITH JAPANESE KNOTWEED WILL BE CLEARLY IDENTIFIED PRIOR TO EMBANKMENT EXCAVATION. THE EXCAVATED MATERIAL MUST BE LOADED DIRECTLY INTO TRUCKS, NOT STOCKPILED; FOR IMMEDIATE DISPOSAL AT THE ACRD AV LANDFILL, IN LOCATION SPECIALLY DESIGNATED BY THE LANDFILL OPERATOR, WHERE IT WILL BE TREATED BY THE ACRD WITH HERBICIDES.



N.T.S.
TYPICAL ROAD CROSS SECTION - STATION 0+466 TO 1+031

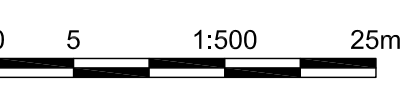


N.T.S.
DETAIL OF OVEREXCAVATION OF SUBGRADE - STATION 0+466 TO 0+556



Point Table

Point #	Elevation	Northing	Easting	Description
27	74.20	1297.79	2679.68	MN-PK
28	73.55	1297.58	2628.42	MN-PK
5004	72.68	1300.67	2564.00	MN-SPK
5005	71.45	1312.50	2539.78	MN-SPK
5006	71.60	1338.27	2520.73	MN-PK
5007	69.82	1420.97	2489.58	MN-PK



S:\3189 ACRD AVL Access Road Paving\DWG\REV C - Issued for Tender\M3189 - RevE.dwg Aug 12, 2016 1:54:04pm

No.	REVISION DESCRIPTION	DATE	BY	APP'D	DWG File Name	MS189	SEAL
E	REVISIONS PER ADDENDUM #2	2016-08-15	CJM	MCL			
D	REVISIONS PER ADDENDUM #1	2016-08-11	CJM	MCL			
C	ISSUED FOR TENDER	2016-07-26	CJM/MSC	MSC			
B	100% ISSUED FOR REVIEW	2016-05-26	CJM/MSC	MSC			
A	70% ISSUED FOR BUDGET PREPARATION	2015-11-23	CJM/MSC	AJM			

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PORT ALBERNI, B.C., V9Y 6L7
Tel: (250) 724-3400 Fax: (250) 724-4400
E-mail: office@mcgilleng.com

ALBERNI CLAYOQUOT REGIONAL DISTRICT
AVL ACCESS ROAD EDGE REPAIR
STA. 0+466 to 1+031 (SECTION 3)

SHEET No. **C02**
2 OF 2 REV. E
DRAWING No. **3189 - C02**

MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Mike Irg, Manager of Planning and Development

Date: August 18, 2016

Subject: DVD16006, Two Rivers Arm (Elmer Daneliuk (Fern Road Consulting – agent))

Recommendation

THAT the Board of Directors issue development variance permit DVD16006.


Background

On June 22, 2016 the Board reviewed an application for a development variance permit for LOT 364, CLAYOQUOT DISTRICT, located in Two Rivers Arm.

The Board recommended that this application proceed to the next stage of the variance process. This involved notifying all neighbouring property owners and residents within 100 metres of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the August 24, 2016 Board meeting, staff will inform the Board.

A covenant restricting tree removal will be registered on title prior to final subdivision approval. A map of the covenant area is attached.

The development variance permit will reduce the required lot width in the Comprehensive Development Lot 364 (CD L364) District from 150 feet to 131 feet. The development variance is required as a condition of subdivision approval for the proposed 4 lot subdivision.

Prepared by: 
Mike Irg MCIP RPP, Manager of Planning and Development

Reviewed by: 
Russell Dyson, Chief Administrative Officer

DVD16006

DL 375

DL 951

39.9 39.9 39.9 39.9

226.1

266.0

COVENANT AREA
3.9 ha.

DL 779

SEC. 80

1

2

3

4

251.1

336.5

SPROAT LAKE



NOTE:

EASEMENT LOCATION SUBJECT TO FINAL SURVEY
OF EXISTING TRAIL AND PROPOSED DOCK LOCATION

**PROPOSED SUBDIVISION PLAN OF
DISTRICT LOT 364, CLAYOQUOT DISTRICT**

SCALE 1:1500



LEGEND

All distances are in metres and
decimals thereof.
All distances along curves are
arc distances.
All dimensions and areas are
subject to final survey.
DL Denotes district lot
REM Denotes remainder
ha. Denotes hectares

No.	DATE	REVISION
1	2015/10/01	ADDED EASEMENT AREA
2	2016/08/18	NO VEGETATION REMOVAL COVENANT ADDED

SIMS ASSOCIATES

LAND SURVEYING LTD.
223 FERN ROAD W.
QUALICUM BEACH, B.C. V9K 1S4
PHONE: 250-752-9121
FAX: 250-752-9241
FILE NUMBER: 16-017-S
DRAWING NUMBER: 16-017 P3.DWG
DATE: 2016/08/18

DEVELOPMENT VARIANCE PERMIT NO. DVD16006

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: Elmer Daneliuk and Franciska Daneliuk
Address: Two Rivers Arm Sproat Lake

With respect to:

Legal Description: LOT 364, CLAYOQUOT DISTRICT

PID: 009-398-651

The provisions of the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 are hereby varied as follows:

Section 200 – Schedule II – Bulk and Site Regulations of ACRD Zoning Bylaw No. 15 to reduce the required lot width in the Comprehensive Development Lot 364 (CD L364) District from 150 feet to 131 feet.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on xxxx, 2016.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on xxxx, 2016.

Russell Dyson, CAO

Chair of the Board of Directors

DVD16006

MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Alex Dyer, Planner

Date: August 18, 2016

Subject: DVD16007, 10180 Kyunim Road (Cole)

Recommendation


THAT the Board of Directors issue development variance permit DVD16007.

Background

On July 27, 2016 the Board reviewed an application for a development variance permit for STRATA LOT C DISTRICT LOT 192 ALBERNI DISTRICT STRATA PLAN VIS5897 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V located at 10180 Kyunim Road.

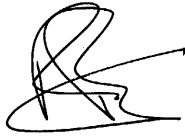
The Board recommended that this application proceed to the next stage of the variance process. This involved notifying all neighbouring property owners and residents within 100 metres of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the August 24, 2016 Board meeting, staff will inform the Board.

The development variance permit will increase the maximum permitted height of an accessory building from 12 feet (3.65 metres) to 14.67 feet (4.47 metres) to allow for the siting of an existing accessory building on the property. The development variance is required as a condition of subdivision approval of the property into two parcels.

Prepared by: 
Alex Dyer, Planner

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

DVD16007



Russell Dyson, Chief Administrative Officer

DVD16007



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

DEVELOPMENT VARIANCE PERMIT NO. DVD16007

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: Robert & Jeanne Cole

Address: 10180 Kyunim Road

With respect to:

Legal Description: STRATA LOT C DISTRICT LOT 192 ALBERNI DISTRICT STRATA PLAN VIS5897 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V

PID: 026-501-198

The provisions of the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15, Section 6.5(1)(e) are hereby varied as follows:

- (i) Increase the permitted maximum height of an existing accessory building in the Acreage Residential (RA1) District from 12 feet to 14.46 feet as shown on Appendix A.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXXX, 2016.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXXX, 2016.

Russell Dyson, Chief Administrative Officer

Chair of the Board of Directors

DVD16007

PLAN OF PROPOSED BARE LAND STRATA SUBDIVISION OF STRATA LOT C, DL 192, ALBERNI DISTRICT, PLAN VIS5897.

LEGEND

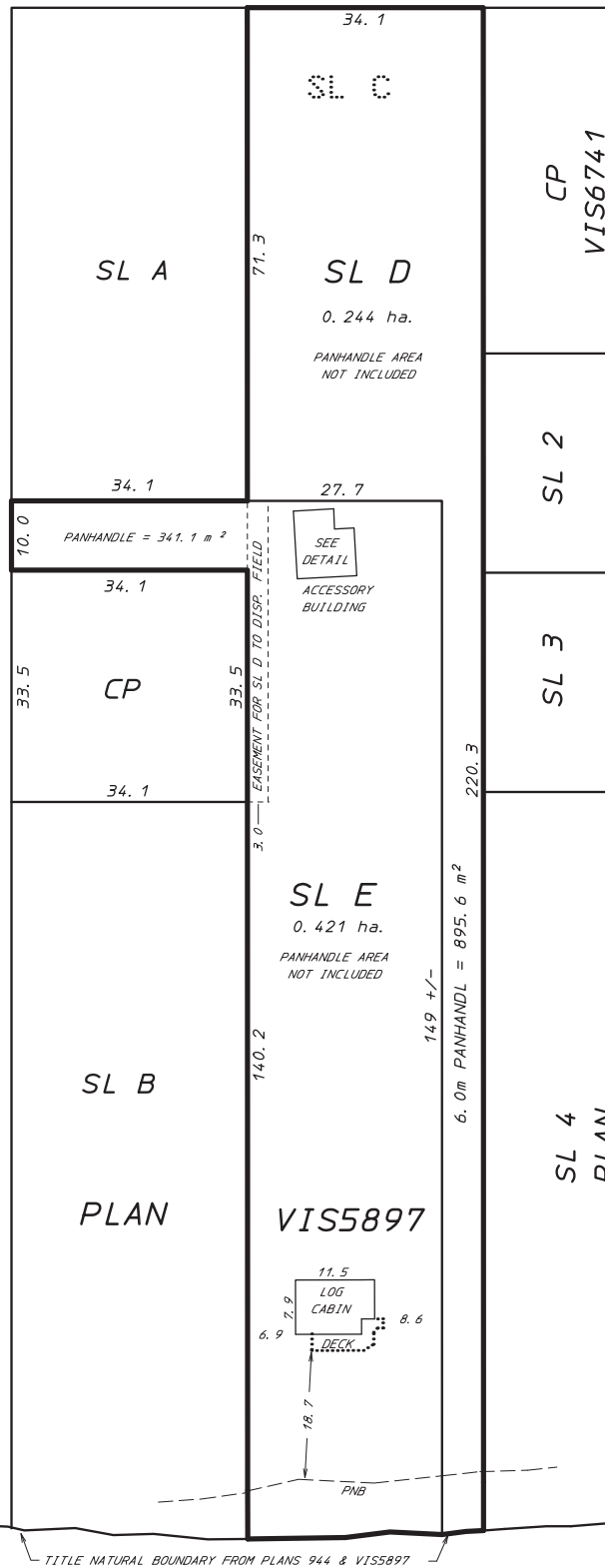
- LCP DENOTES LIMITED COMMON PROPERTY
- SL DENOTES STRATA LOT.
- CP DENOTES COMMON PROPERTY
- O/H DENOTES OVERHANG.
- PNB DENOTES PRESENT NATURAL BOUNDARY.
- m² DENOTES SQUARE METRES.
- DENOTES BUILDING SUPPORT POST.

CIVIC ADDRESS IS 10164
KYUNIM ROAD, PORT ALBERNI.

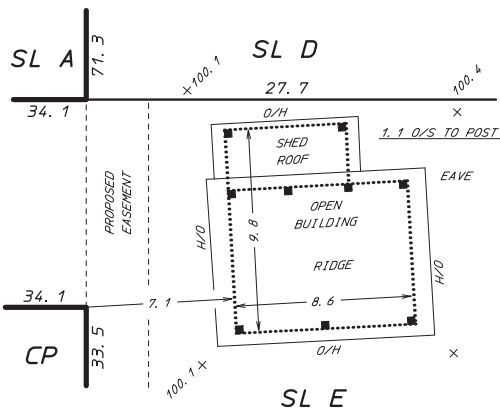


QUASOON ROAD

KYUNIM ROAD



DETAIL
SCALE 1:250



ACCESSORY BUILDING

ELEV. OF RIDGE	-----	105.32
ELEV. OF EAVE	-----	103.81
ELEV. OF MEAN HEIGHT LEVEL	-----	104.57
AVERAGE FINISHED GRADE AT FRONT	---	100.1
HEIGHT OF BUILDING AS TO BYLAW	----	4.47
VARIANCE REQUIRED IS FROM	---	2.53 TO 1.0
		(0.81 X 2 = 1.62 + 0.91 = 2.53)

SCALE 1:750

ALL DISTANCES ARE IN METRES.
ALL DIMENSIONS AND AREAS ARE
SUBJECT TO FINAL SURVEY.

200

No.	DATE	REVISION
1	2016/02/24	
2	2016/05/26	REMOVE LCP AND ENLARGE SL E
3	2016/06/02	ADD PANHANDLE AND AUXILIARY BUILDING
4	2016/06/02	ADD 2005 NATURAL BOUNDARY.
5	2016/06/10	CORRECT LOCATION OF CABIN AND PNB ADDED

SIMS ASSOCIATES
LAND SURVEYING
223 FERN ROAD WEST
QUALICUM BEACH, B.C.
V9K 1S4
PHONE: (250) 752-9121
FAX: (250) 752-9241
ELLE: 16-075-ST
COMP: 16-075-PS

SPROAT

LAKE



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Development Variance Application

DATE: August 8, 2016

ACRD FILE NO.: DVF16008

APPLICANTS: Grant & Karen Madill

LEGAL

DESCRIPTION: PARCEL G (BEING A CONSOLIDATION OF LOTS 25 AND 26, SEE CA3813380) BLOCK 3 DISTRICT LOT 65 ALBERNI DISTRICT PLAN 892A

LOCATION: Parcel G, Durham Street

ELECTORAL AREA: "F" Cherry Creek

APPLICANT'S INTENTION: To vary the permitted front yard setback from 40 feet to 35 feet and to vary the side yard setback from 15 feet to 4 feet to accommodate the construction of a single family dwelling with attached garage.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVF16008.

Development Variance DVF16008:

- i. Development variance of Section 200 – Schedule II Bulk and Site Regulations of the ACRD Zoning Bylaw No. 15 to vary the required front yard setback from 40 feet to 35 feet and to vary the required side yard setback from 15 feet to 4 feet to accommodate the construction of a single family dwelling with attached garage.

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

Observations:

- i. **Status of Property:** The 0.24 acre property is a vacant level cleared lot with no structures on site.

DVF16008

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?iit?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe
District Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

A gravel driveway on west side of the property provides access from Durham Street.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal
- b. **Water Supply:** Cherry Creek Waterworks District.
- c. **Fire Protection:** Cherry Creek Volunteer Fire Department.
- d. **Access:** The property is accessed off Durham Street.

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

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Cherry Creek OCP designates the property as residential.

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

- c. **Zoning:** The property is zoned Acreage Residential (RA1) District which permits one single family dwelling and accessory uses.

	Single Family Dwelling
Minimum Lot Area:	0.413 acres
Minimum Lot Width:	90 feet
Lot Coverage:	25%
Maximum Building Height	2 1/2 storeys and 35 feet
Minimum Building Setbacks	
Front:	40 feet
Rear:	30 feet
Side:	15 feet

The applicant has applied for a development variance permit to vary the required front yard setback from 40 feet to 35 feet and to vary the required side yard setback from 15 feet to 4 feet to accommodate the construction of a single family dwelling with attached garage. The siting of the proposed single family dwelling and attached garage is shown on the attached site plan.

Comments:

The applicant has applied to vary the front yard setback and side yard setback to allow adequate space for the proposed dwelling and septic system. The applicant has provided a form signed by five neighbours who are not opposed to the development variance application. All neighbours within 100m of the property will be notified of the variance application as per Section 499 of the *Local Government Act*.

The proposed development variance is reasonable given the constraints of the small lot size. Staff recommends that the board proceed with the development variance.

Submitted by: 

Heather Adair, Planner

Reviewed by: 

Mike Irg, Manager of Planning and Development



Russell Dyson, Chief Administrative Officer

Proposed development of the subject property:

To build a basic ranch style retirement home with a attached double garage with a side set back of 4' and a front set back of 35'.

Reasons and Comments:

Development variance of 4' side set back:

- Lot is only 80' wide x 132' Deep
- Need to allow adequate space for septic field which requires 10' set backs from all property lines and house.
- House on garage side is 27.5' from lot line (they are on a 120' wide lot.)
- House on the right is 8'10" from side lot line. On that side our proposed house will be 15' from side lot line.
- We have built two homes in this area on Moore Rd. Both homes have garages that are 3' from side lot line. When we built both these homes we were told that living space set back was 15' and garage (non living space) set back was 3' from side lot lines.
- When I enquired a year and half ago before I started my house plans I was told the set backs had not changed.
- The majority of the homes in this area on a 80x132 lot have the same set backs as we have.

Reasons and Comments:

Development Variance of 35' From Front lot line:

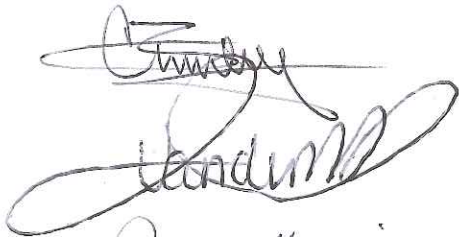
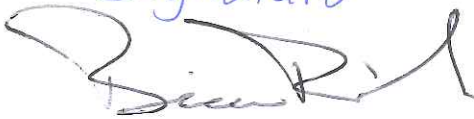
- Split the difference of the houses set backs on either side of our property. One is 39.5' from the front lot line and the other is 27.10'.

* See attached Surveyor Documents of the houses on either side of subject property

July 5, 2016

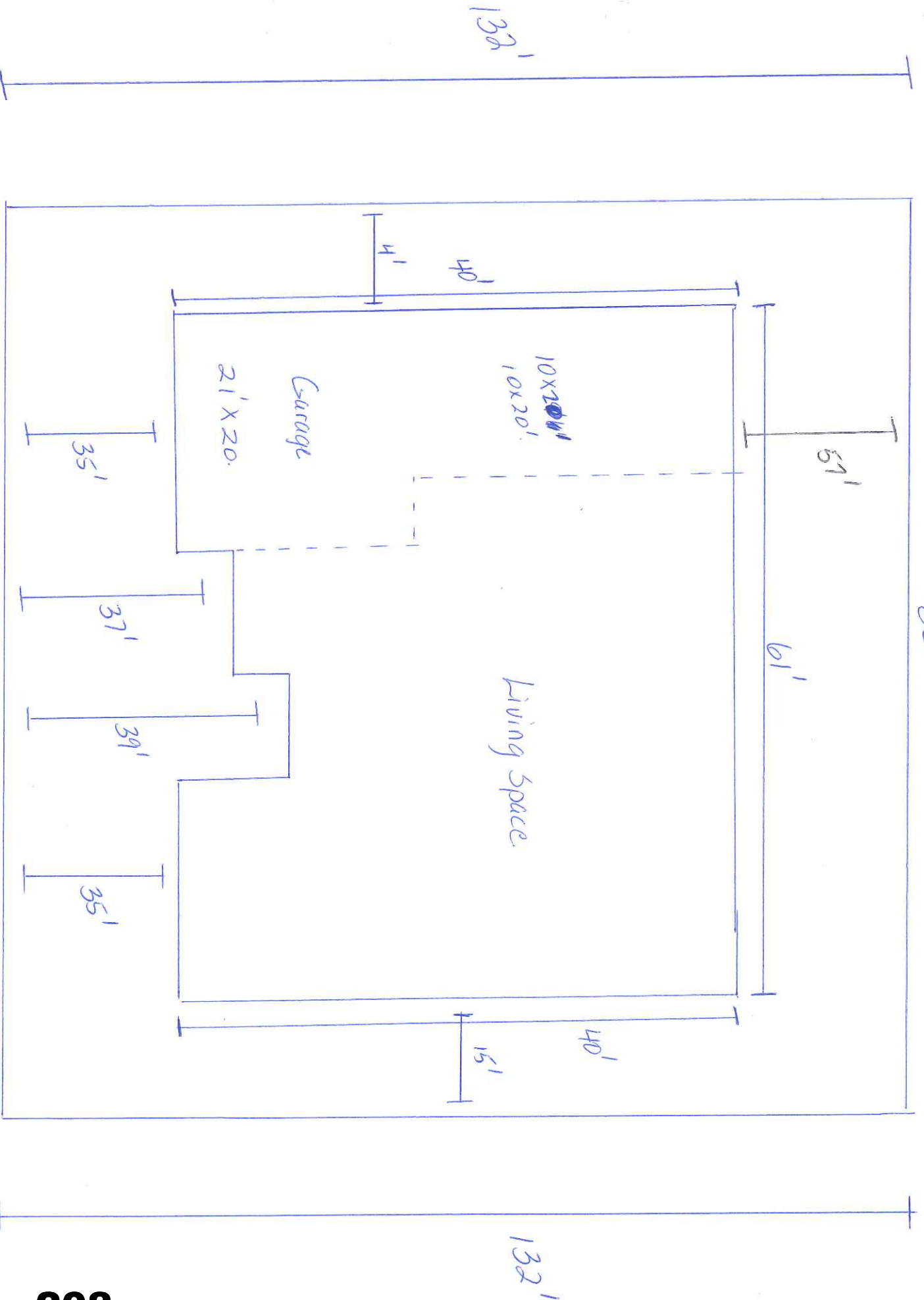
Just to inform you we are applying For a Development Variance on lots 25 & 26 on Durham St. The proposed variances include a side setback of 4' from left hand side of the attached garage and a 35' set back from front of house. You will be contacted by the Regional board. however if you are not apposed to these proposed variances could you please sign below. Thank you Karen Grant Madill.

Signature



Daniela Maria

DANILO GAIGA



Durham St.

Note: Not to scale

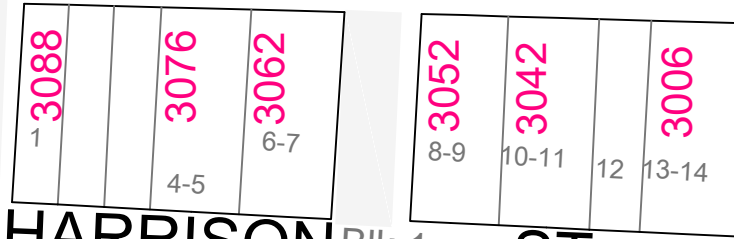




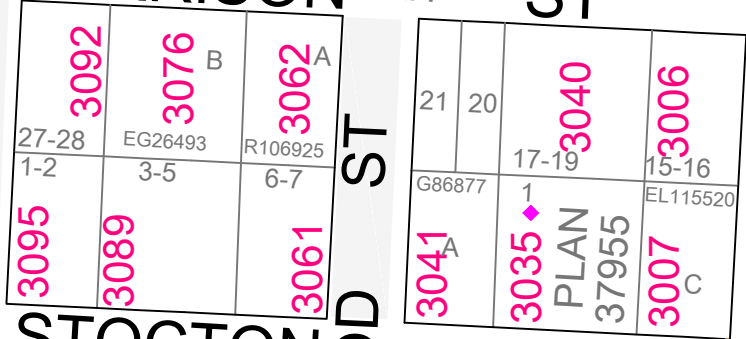
210

ROAD

PLAN 35682



5899
5897 MH

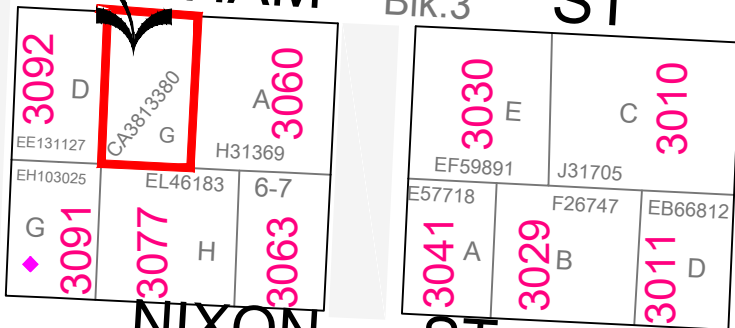


DVF14005 ♦

5851



5793



5791



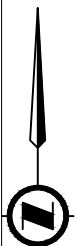
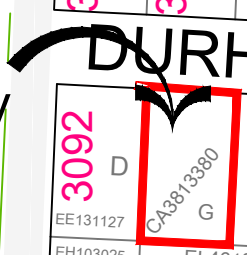
3030

WILLIAM ST

GREENWOOD ST

RUMSBY ST

Subject Property



To: Board of Directors

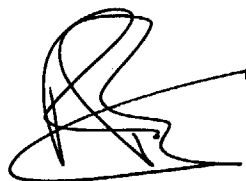
From: Russell Dyson, Chief Administrative Officer

Date: August 15, 2016

Subject: Staff Report

The following is an update on projects that Regional District Administration department are currently working on in addition to daily duties:

- AV Regional Airport Runway Extension - responding to information requests; meetings with license holders; FLNR application, construction oversight and lighting tender;
- CYAZ navigational aids and dignitary visit;
- Salmon Beach Services – Assess water supply options; refer to Island Health; road issues;
- Follow-up work from the June 2016 Exercise Coastal Response
- Electoral Area Initiatives;
- EOC Upgrades, personnel overview and training development;
- Regional Water Supply Study – Sproat Lake;
- Bamfield Water Treatment Plant Project, investigating referendum timelines; tendering works
- Working with the West Coast Multiplex Society and Tla-o-qui-aht First Nation on next steps for the WC Multiplex facility.
- Bamfield Fire Department – First Responder and Fire Chief
- Personnel – Temporary Accountant
- Beaver Creek Water Projects and Fire Boundary Extension



Submitted by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

To: Board of Directors

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

Date: August 17, 2016

Subject: Finance Department Staff Report

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

- Bamfield Water System – Assisted in developing the borrowing bylaw for the water treatment plant and began to gather and prepare information for the referendum process.
- Bamfield Fire Department – Lease with Municipal Finance Authority (MFA) for the Fire Hall was paid in full! Currently working to transfer ownership from the MFA to the Regional District.
- Alberni Valley Regional Airport – Completed the documentation to start the short term borrowing process with the MFA for the runway expansion project as costs have started to roll in.
 - Had a meeting with all relevant staff members to update the project cost estimates to ensure that the Regional District had funding available for our 50% portion of the Lighting Project grant received from the BC Air Access Program.
- Exercise Coastal Response – Attended the section chiefs debrief to help develop the next steps and submitted a claim to EMBC for reimbursement of expenses.
- Underwent the recruitment process in anticipation of the Accountant going on maternity leave. The successful applicant is going to be starting on September 6th to provide a couple of weeks of training before the maternity leave is expected to begin.
- West Coast Landfill – sent out the garbage bills to Tofino and Ucluelet.
- Beaver Creek Community Club – worked with the members to explain our purchasing policy rules that are required to be eligible for the Gas Tax Funding. The Club is planning on proceeding with the playground this fall.
- Vadim software – began the transition to a new version of our accounting system.



Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance



**SUMMARY OF REVENUE AND EXPENDITURES
FOR PERIOD ENDING JULY 31, 2016**

(PAGE 1)

	2016 YEAR TO DATE ACTUAL	2016 ANNUAL BUDGET	PERCENTAGE OF BUDGET
REVENUE			
Tax requisition	\$ 1,834,302	\$ 4,733,752	38.75%
Parcel taxes	133,808	858,821	15.58%
Grants in lieu of taxes	79,985	30,500	262.25%
Services provided to other governments	70,057	78,954	88.73%
Sale of services	2,330,284	3,507,000	66.45%
Other revenue	103,646	483,600	21.43%
Grants from other sources	1,253,455	4,083,083	30.70%
Surplus (deficit) from prior years	1,929,885	1,935,065	99.73%
Committed surplus from prior year	2,016,588	2,016,589	100.00%
Transfers between services	5,000	651,021	0.77%
	<hr/>		
SUBTOTAL	9,757,010	18,378,385	53.09%
 <i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 491,888	\$ 911,739	53.95%
	<hr/>		
TOTAL REVENUE	\$ 10,248,898	\$ 19,290,124	53.13%
	<hr/> <hr/>		

EXPENDITURES	2016 YEAR TO DATE ACTUAL	2016 ANNUAL BUDGET	PERCENTAGE OF BUDGET
All Members			
E911 Telephone System	294,856	299,151	98.56%
General Government Services	602,033	1,236,000	48.71%
Alberni-Clayoquot Health Network	83,624	160,000	52.27%
Regional Parks	22,418	42,000	53.38%
Regional Planning	96,129	187,500	51.27%
Electoral Area's			
Building Inspection	112,468	249,000	45.17%
Electoral Area Administration	32,699	921,812	3.55%
Mgmt of Development - Rural Areas	177,737	372,000	47.78%
Vancouver Island Regional Library	225,294	450,090	50.06%
Alberni Valley			
Alberni Valley Emergency Planning	181,527	292,400	62.08%
Alberni Valley & Bamfield Waste Mgmt	820,585	2,658,374	30.87%
Alberni Valley Regional Airport	81,064	2,030,750	3.99%
Alberni Valley Regional Water - Proposed	9,729	44,000	22.11%
Custom Transit	242,064	555,000	43.62%
Sproat Lake Marine Patrol	22,028	36,500	60.35%
West Coast			
Long Beach Airport	967,331	2,327,280	41.56%
West Coast Emergency Planning	15,206	24,315	62.54%
West Coast Multiplex	634	20,000	3.17%
West Coast Waste Mgmt	419,629	896,000	46.83%
City of Port Alberni			
Port Alberni Arena	39,619	199,475	19.86%
Bamfield			
Bamfield Community Park	5,891	12,500	47.13%
Bamfield Volunteer Fire Dept	48,919	185,198	26.41%
Bamfield Water System	62,761	615,342	10.20%
Beaufort			
Mountain Ranch Rd Fire Protection	58	3,187	1.82%
Long Beach			
Millstream Water System	14,995	36,450	41.14%
Salmon Beach Garbage	11,995	26,971	44.47%
Salmon Beach Power Distribution	15,330	85,800	17.87%
Salmon Beach Recreation	10,728	39,632	27.07%
Salmon Beach Security	10,980	46,000	23.87%
Salmon Beach Sewage	33,306	94,000	35.43%
Salmon Beach Transportation	44,350	198,000	22.40%
Salmon Beach Water	7,453	28,500	26.15%
South Long Beach Bike Path	10,441	7,200	145.01%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	97	14,000	0.69%
South Long Beach Street Lighting	447	920	48.59%
Sproat Lake			
Sproat Lake Animal Control	482	3,100	15.55%
Sproat Lake Arena	140	28,159	0.50%
Sproat Lake Community Park	22,448	96,000	23.38%
Sproat Lake Noise Control	2,184	7,100	30.76%
Sproat Lake Volunteer Fire Department	141,247	381,400	37.03%
Beaver Creek			
Arvay Rd Street Lighting	596	1,420	41.97%
Beaver Creek Animal Control	520	3,000	17.33%
Beaver Creek Community Park	1,857	10,000	18.57%
Beaver Creek Arena	122	21,316	0.57%
Beaver Creek Noise Control	510	2,100	24.29%
Beaver Creek Volunteer Fire Department	104,082	272,261	38.23%
Beaver Creek Water System	384,200	1,139,277	33.72%
Granville Rd Fire Protection	58	1,967	2.95%
Cherry Creek			
Cherry Creek Animal Control	759	4,972	15.27%
Cherry Creek Arena	111	17,636	0.63%
Cherry Creek Noise Control	510	2,100	24.29%
Franklin River Rd Fire Protection	58	100	58.00%
Cherry Creek Community Park	1,113	20,000	5.57%
Grants-in-Aid			
Total Grants in Aid	180,656	423,842	42.62%
	5,566,078	16,838,597	33.06%
Transfers to Municipal Finance Authority on behalf of the Municipalities	491,888	911,739	53.95%
	\$ 6,057,966	\$ 17,750,336	34.13%

MEMORANDUM

To: Board of Directors

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

Date: August 18, 2016

Subject: Extending a Fire Service Area Boundary

Earlier this year the Regional District received a petition to expand the Beaver Creek Volunteer Fire Department boundaries to include two additional properties. This service area expansion request was not the result of a subdivision or new construction but simply the desire of the homeowner to now receive fire protection. In fairness to the others within the current service area the area Director, John McNabb, felt that a joining fee should be applicable to recognize the existing infrastructure that the service area has already established. Staff worked with Ministry of Community, Sport and Cultural Development staff looking for any potential form of capital contribution.

Development Cost Charges (DCC's) are a recovery method available to the Regional District based on Division 19 of the Local Government Act. Under this section the Regional District may impose development cost charges by bylaw for the following services; sewage, water, drainage and highway facilities as well as providing or improving park land. Fire protection is not an eligible service for the imposition and collection of DCC's and therefore cannot be applied in this case.

As for some other capital contribution charge the Ministry's interpretation of the legislation and common law is that there should not be buy in charges to join the service area. If it was determined that the service area could not be provided to the properties without some new infrastructure, then the applicant could be required to pay for that specific infrastructure such as a new fire hydrant. The Ministry views it as the existing taxpayers have enjoyed the benefit of the current system and should pay for its installation, maintenance and replacement. All the benefit of the existing infrastructure has been assigned to the existing taxpayers. The properties that join a service area will begin to share in the tax burden to maintain existing infrastructure and build reserves for future capital renewal.

Therefore, when considering the request to expand a service area such as the Beaver Creek Fire Protection Area the only consideration that is relevant is whether or not the

service can be provided to the properties. In this case Fire Chief, Charlie Starratt, has reviewed the request and stated that service can be provided to the subject location. As in the past, any future applicants will be subject to this test.

In conclusion, although it may seem unfair to be able to join a fire service without providing a contribution to existing fire trucks and halls etc., the Local Government Act does not provide the Regional District with a mechanism to charge the new applicants a buy in fee.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

To: Board of Directors

From: Environmental Services Department

Meeting Date: August 18, 2016

Subject: Environmental Services Department Staff Report

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

Long Beach Airport

- Oversight of Raylec Contracting during the lighting project
- Working with market appraisal contractor for leased lots
- Training Alex Reaburn on tractor and mower operations.
- Assist in developing a skydiving agreement with Nav Canada and point break skydiving
- Support BCAS medivac operation the evening of July 28th
- Liaison and support Prime Minister security detail both on arrival and departure at YAZ
- Worked with temporary water contractor on role at LBA
- Reviewed water source improvements and infrastructure changes for water system.
- Vending Agreement for terminal building

AVRA

- Oversight of Bowerman Contracting during runway expansion project.
- Supply spare closure markings from CYAZ to AVRA to support runway closure
- SD 70 and tenure holder's negotiations for OLS considerations.
- BCAAP airfield lighting application successful.
- Tender advertised for runway lighting, tender closes August 19th.
- SE and NW industrial road redesign for OLS criteria and public meetings to support required changes
- Participate in mandatory site meeting for lighting tender
- Identifying storage area for the Alberni Valley Drag Race Association as requested by delegation at the July 27th Board of Directors meeting.

West Coast Landfill

- Reviewed contamination levels for the residential recycling pickup with MMBC
- Municipal Insurance Association past report reviewed for landfill site.

Alberni Valley Landfill

- Reviewed contamination levels for the residential recycling pickup with MMBC
- Security issues at 3rd Avenue Depot
- Canada 150 Grant (3rd Avenue Depot) Interior floor and new fence
- Met with Engineer and for Access Road paving project.
- Met with landscaping contractor to review Access Road for invasive species – Japanese Knotweed.
- Municipal Insurance Association past report reviewed for landfill and depot sites.
- Invitation to Tender advertised for AVLFAccess Road. Tender closes August 19th.
- Started a book recycling program at the 3rd Ave. depot.

Bamfield

- Invitation to submit proposal for the Bamfield Water Treatment Equipment supply. Closed August 16th.
- Committee meeting to discuss the next step for the Treatment plant and the referendum.
- Met with Director and Community Wireless Networks representative for update on the Fiber Optic project for Bamfield and contacted MOTI regarding.
- Metal bin issues at transfer station

Salmon Beach

- Worked with temporary staff member on various issues at Salmon Beach.
- Safe working procedure related to travel for the between Long Beach Airport and SB
- Prepared information and provided listing requested by Ministry of Environment
- Administration Building options for the Committee and Long Weekend meeting
- Infrastructure assessment (drainage) – site visit with Engineer/Contractor
- Pump and Haul truck emergency maintenance.

Beaver Creek water

- Responded to 8 work orders
- Responded to 2 sensaphone alarms
- Marked out 35 BC1 calls from the public/private users
- Finished meter exchange program (7 hard installs) except for 1 last easy swap
- Yard cleanup and dump runs complete - Organization almost complete
- Repainted Darnley exterior
- Painted valves inside North Res valve chamber
- Line Valve inventory and exercise program/lid painting in full swing-going well
- New SCADA call out system in place
- New Millstream/LBA operator orientation and assistance provided
- Second storage bin delivered and adapted to house all gas powered equipment and chemicals
- Complete rebuild on new hydrant broken by BCVFD
- Built new shelving/bench top inside office/shop to house battery operated tools etc
- Fixed 2 services broken by ditch cleaning contractor
- Completion of the Meter Exchange project – all active meters are now radio reads.
- Started Valve Exercise program, painting and location mapping.

- Sent out award notification for contractor on two water main projects.
- Pre-Construction - Berry and Vale for 2016 Beaver Creek road water main replacement.
- Owner concerns about water main projects addressed.
- Compound expansion and site security at maintenance building.
- Reviewed water connection requests for properties, second uses and other issues form users in water service area.

Sproat Lake Parks

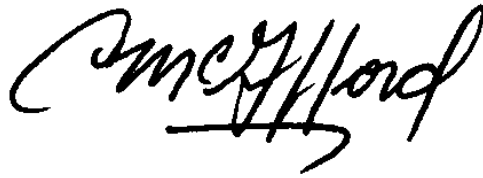
- Reviewed trail plans Prepared by Sproat Lake Forestry for both Faber and Lakeshore Roads, discussions with Engineer for project oversight.
- Faber Park tree assessment completed by arborist and the removal and trimming of danger trees from assessment completed by contractor.
- Assisted SLMP with Regatta weekend.

Millstream Water

- Worked with temporary contractor on role at LBA
- Expression of Interest – Water services contractor
- Danger tree removal on Millstream Water property

General

- Bike BC grant application for Cherry Creek trail successful. Working with Engineers to commence project.
- Sproat Lake Marine Patrol started their work at the Sproat Lake boat launch July 1st.
- SLMP Zodiac sent in for repairs.
- Old SLMP Zodiac advertised for a request for bids.
- ACRD Truck 86 participated in Ukee days Parade July 23.
- Well registration with Ministry of Environment - BC Water Sustainability Act
- Bell/Stuart Road Water



Submitted by: _____
Andrew McGifford, CPA, CGA, Manager of Environmental Services

TO: Regional Board of Directors

FROM: Mike Irg, Manager of Planning and Development

DATE: August 18, 2016

RE: **Monthly Activity Report – Planning and Development**

2015 Total	2016 Total	APPLICATION
10	5	Rezoning
25	19	Development Permit and Development Variance Permit
4	9	Subdivisions
1	3	Agricultural Land Reserve
1	0	Board of Variance
11	4	Crown Leases
33	16	Bylaw Enforcement
18	13	Miscellaneous
102	69	TOTAL APPLICATION RECEIVED

ACRD staff have been working with West Coast Aquatic on stream assessments projects which will be completed in the Alberni Valley and on Willowbrae Creek in 2016 . West Coast Aquatic will also be applying for stream restoration grants in conjunction with the stream assessments.

AVRA airport runway expansion project.

The second round of public open houses for the new zoning bylaw were held in each electoral area in June.

Met with Toquaht Nation regarding land uses surrounding Toquaht lands.

Work on agricultural initiatives is continuing, the main focus for the balance of 2016 will be preparing to host the Island Agricultural Show in Port Alberni in February 2017.



Mike Irg, Manager of Planning and Development

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
JULY, 2016**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							2	1,130,440			2	554,223	4	1,684,663
Mobile Homes							1	131,216	1	38,513			2	169,729
Multi-Family													0	0
Adds&Rens													0	0
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous							3	49,155			2	51,332	5	100,487
Totals	0	0	0	0	0	0	6	1,310,811	1	38,513	4	605,555	11	1,954,879

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
JULY, 2016 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	3	946,880	5	2,245,101	3	1,002,196	2	554,223	13	4,748,400
Mobile Homes	0	0	0	0	0	0	3	157,716	3	164,390	0	0	6	322,106
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	2	324,651	2	295,000	1	60,000	5	679,651
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellenaous	0	0	0	0	0	0	13	327,158	5	184,893	6	163,369	24	675,420
Totals	0	0	0	0	3	946,880	23	3,054,626	13	1,646,479	9	777,592	48	6,425,577

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		3		2	1	6	21

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2015	53	4,503,156	89	8,577,170					
2014	57	5,115,428	73	7,121,200					
2013	45	5,380,655	81	8,208,948					
2012	55	4,670,900	92	9,011,700					
2011	86	6,823,377	120	9,221,498					
2010	108	16,860,885	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of August 19, 2016

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi-Purpose Bike Path in the future.	Russell	Yuułuʔiłʔatḥ to respond
2.	July 10/15 Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation.	Reconcil. Committee	In Progress
3.	April 9/15 Recon. Comm.	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings.	Reconcil. Committee	Committee to review status
4.	May 27/15 Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	Met Aug. 4, Ongoing TFN to report
5.	Sept. 16/15 AV & Bamfield Services Comm.	A 3-person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill	Russell	Met with Chief Dick Aug.4
6.	March 22/16 EA Directors Comm.	Dialogue with the City of Port Alberni to discuss a possible future funding contribution from the Gas Tax Allocation for the Alberni Valley Regional Airport improvements	Russell	Letter sent to the City of PA
7.	May 31/16 West Coast Comm.	Proceed with Phase 1 of the business plan for the proposed multiplex facility on the West Coast which includes the long term viability of the project and receive input on the process from the Tla-o-qui-aht First Nation, West Coast Multiplex Society and West Coast Committee	Russell	In Progress
8.	May 31/16 West Coast Comm.	Proceed with a pre-design plan for the proposed multiplex facility on the West Coast for a maximum cost of \$20,000.00	Russell	In Progress
9.	May 31/16 West Coast Comm.	Investigate what other communities do for regional emergency planning including contractual arrangements and funding	Russell	October 2016 With ECR Report
10.	June 22 Board	The Board accepted the correspondence from the Toquaht Nation giving notice that they wish to join the ACRD Board as a voting member and instruct staff to work with the Province and the Toquaht Nation to end the transition period.	Wendy	In Progress

#	Date	Action Item	Assigned to	Target Date/Update
11.	June 22 Board	The Board requested staff review the implications of the Union of British Columbia Municipalities Fire Safety Act regulations coming into effect.	Dan Holder	Reviewing
12.	July 27 th Board	Draft a letter of support to the Port Alberni Friendship Center for their funding application to the ESDC – Skills and Partnerships Fund for the Children’s Natural Playground project	Shelli	Done
13.	July 27 th Board	Forward Information Correspondence item 8 (a), Ministry of Transportation and Infrastructure regarding Public Transit Infrastructure Fund Announcement to the ACHN Transportation table	Shelli	Done
14.	July 27 th Board	Contact the Alberni Valley Chamber of Commerce Executive Director with regards to correspondence item 8 (n), 2017 Tri-Conic Challenge enquiring what type of collaboration they are looking for with the Regional District for this event	Russell	Sponsorship information – Aug. 24 th Board Agenda
15.	July 27 th Board	Request a meeting at the 2016 Union of British Columbia Municipalities Convention with the Minister of Agriculture regarding coastal fisheries issues and concerns and the lack of Provincial involvement	Shelli	Done – Meeting requested
16.	July 27 th Board	The Board of Directors gave three readings to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016 – Prepare for consideration of adoption	Wendy	Aug. 24 th Board Agenda for consideration
17.	July 27 th Board	Draft a letter to the DFO Regional Manager for Ground fish expressing our concern for the proposal for at-sea hake processing by domestic harvesters and requesting, before further consideration of this proposal, that consultation take place with rural coastal communities, such as Ucluelet, which would be impacted by such a proposal	Robert G.	Done
18.	July 27 th Board	Draft a letter of support to the District of Tofino for their application for a five-year extension of the Municipal and Regional District Tax at a rate of three percent.	Wendy	Done
19.	July 27 th RHD	Forward a letter to Dr. Carr, Island Health, requesting a meeting to discuss a cost/benefit analysis of having the helipad at the Bamfield Health Centre compared to other alternatives and to include the impact to the quality of health services in the Bamfield area	Russell	Done
20.	July 27 th RHD	Forward a letter of support to the Westcoast Native Health Care Society’s (WNHCS) initiative to expand	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
		Tsawaayuus (Rainbow Gardens) to incorporate 10 new complex care beds and 20 new adaptable housing units for seniors		
Finance Department				
21.	March 9/16 Board	Create an Emergency Plan 5 year Budget in 2017	Teri	October 2016
22.	April 27/16 Board	Invite BC Transit and Diversified Transit to meet with the ACRD Board and discuss the program and changes in ridership	Teri	Presenting at September 14 th Board meeting
Environmental Services Department				
23.	May 11/11 AV Comm.	Investigate with the Tseshah First Nation possible resource recovery at the AV Landfill.	Russell	In progress
24.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners for signage	Luc	Design in progress – GPS Complete
25.	Oct. 10/12 Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell/ Andrew	Drafting a bylaw for board review
26.	June 10/15 Board	The Board of Directors adopt the following implementation policy for penalties at the Alberni Valley Landfill: <ul style="list-style-type: none"> • Commencing January 1, 2016, a surcharge of 50% of the current tipping fee for loads containing more than 10% of corrugated cardboard; • Commencing July 1, 2016 a surcharge of 100% of the current tipping fee for loads containing more than 5% of corrugated cardboard • Update ACRD policy book etc. 	Janice/ Andrew	Update fee and changes in progress
27.	Sept. 9/15 Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting.	Andrew	In Progress
28.	March 16/16 Special Board	The Board of Directors directed staff to complete waste reduction strategies as presented in the March 16 th Report at a cost of \$95,000	Andrew/ Janice	In Progress
29.	April 13/16 Board	Work with the Huu-ay-aht First Nation and Bamfield Marine Science Centre to develop a	Andrew	Met with stakeholders

#	Date	Action Item	Assigned to	Target Date/Update
		plan to combine waste services for the Bamfield Area		information provided
30.	May 11/16 Board	Invite Island Health, Island Timberlands, Huu-ay-aht First Nations and the Ministry of Forests, Land and Resource Operations to a future meeting to discuss watershed management in the interests of water quality	Andrew/ Heather	In Progress
31.	May 11/16 Board	Draft a letter for the Chair's signature to institutional water users to request a contribution to the capital costs of the water treatment facility over and above their property tax contribution	Andrew	In Progress
32.	May 11/16 Board	The Board of Directors passed a resolution that the water treatment plant be designed to meet required water quality standards at a reasonable level to ensure capital and operating costs are at affordable levels	Andrew	Done
33.	June 8/16 Board	The Board of Directors submit an application to the Canada 150 Community Infrastructure Program to fund upgrades to the Cherry Creek Trail	Andrew/ Janice	Awaiting Decision
34.	June 22 Board	The Board approved entering into a Vending Machine Agreement with Bob Boucher to supply vending services at the Long Beach Airport Terminal building for up to 2 machines for a rental fee of fifty (\$50) per month for a two (2) year term and amending the contract to reflect.	Andrew	In progress
35.	June 22 Board	The Board approved engaging Pacific Rim Appraisals to perform the current market appraisals of the rates for all leased properties at the Long Beach Airport for a cost of \$5,400 plus GST.	Andrew	Awaiting Contractor
36.	July 27 th Board	Investigate and report back to the Board on the Alberni Valley Drag Racing Association's request to extend their lease lots at the Alberni Valley Regional Airport for storage	Andrew	Done
37.	July 27 th Board	The Board approved entering into a Memorandum of Understanding with the Minister of Natural Resources Canada to grant a license agreement for a Global Positioning System at the Alberni Valley Landfill for a ten (10) year term commencing July 1, 2016 and ending June 30, 2026 – arrange for signatures	Janice	Done
38.	July 27 th Board	The Board endorsed sending a letter to Multi-Materials BC (MMBC) requesting that Electoral Area "F" (Cherry Creek) be added to the curbside recycling pickup service area	Janice	In Progress

#	Date	Action Item	Assigned to	Target Date/Update
39.	July 27 th Board	The Board approved entering into the following contracts with Mr. Joe Daley effective July 1, 2016: 1. To carry out the duties on the Millstream Water System as an Independent Waterworks Contractor at a rate of \$885.00 plus taxes per month on a month to month basis. 2. To carry out the duties on the Long Beach Airport Water System as an Independent Waterworks Contractor at a rate of \$1,000.00 plus taxes per month on a month to month basis Enter into the agreements	Andrew	
40.	July 27 th Board	The Board confirmed that approval for the required borrowing of the Bamfield Water System Dissolved Air Flootation Water Treatment Plant will be by referendum question in the fall of 2016 and staff be directed to prepare the necessary bylaws and refer the matter to the Bamfield Water Committee for their consideration	Andrew/ Wendy/ Teri	BWC Meeting – Aug. 16 th Borrowing Bylaw for consideration of 3 readings – Aug. 24 th Board meeting
41.	July 27 th Board	The Board awarded the 2016 Beaver Creek Road Watermain Replacement tender to Berry and Vale Contracting Ltd. in the amount of \$218,928.15 including GST – award the contract	Andrew	Done
42.	July 27 th Board	The Board awarded the Arvay, Pierce, and Mersey Road Watermains Replacement tender to Copcan Civil Ltd. in the amount of \$163,810.50 including GST – award the contract	Andrew	Done
43.	July 27 th Board	The Board approved the purchase of two 8' x 20' storage containers from Big Green Storage at a cost of \$8,000 plus shipping and applicable taxes – Purchase units	Andrew	Done
44.	July 27 th Board	The Board renewed the Ministry of Forests, Lands and Natural Resources lease for their Wildfire Operations base facility located at the Alberni Valley Regional Airport for a three (3) year term commencing September 1st, 2016 and ending August 31st, 2019 at the rate of \$5615.93 plus GST per year including CPI increases – enter into the lease.	Janice	Done
45.	July 27 th Board	The Board entered into a Conditional Grant Agreement with the BC Air Access Program to a maximum of \$729,215 or 50% of total eligible project costs, whichever is less, towards the Installation of Runway Lighting System at the	Janice	Done

#	Date	Action Item	Assigned to	Target Date/Update
		Alberni Valley Regional Airport – enter into the agreement		
46.	July 27 th Board	The Board approved entering into a Services Agreement with Tetra Tech EBA for the Design, Tender and Construction Supervision Services for the Airfield Lighting Project at the Alberni Valley Regional Airport for the total budget of \$67,000 plus applicable taxes – enter into the agreement	Mark/ Janice	Done
47.	July 27 th Board	The Board passed the following resolution regarding the Commercial Skydiving operations at the LB Airport: The following control documents will be required before operations can commence. <ol style="list-style-type: none"> 1. Special Operations Facilitation Agreement (SOFA) between Nav Canada and Point Break Skydiving. 2. Skydiving Activities agreement (Ground Activities) between Point Break Skydiving and the Alberni Clayoquot Regional District. That the above agreements ensure the interests of the Regional District are protected	Mark/ Janice	In Progress
Planning Department				
48.	May 13/10 WC	Planning Staff proceed with subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course following Airport rezoning.	Mike	Including in new zoning bylaw
49.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society’s request to approve & support their proposal to build a new hall to staff to review & provide a recommendation, following consultation with the Society, on the role of the ACRD.	Mike	Contacted Hall Society – Society working on options
50.	May 27/15 EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing planning staff to re-designate major and minor streams within all electoral area official community plan areas.	Mike	Planning staff to review
51.	May 27/15 EA Directors	Bring a report to the Board on options for dealing with vacation rentals.	Mike	Planning staff to review
52.	May 27/15 Board	The Board approved the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with: <ol style="list-style-type: none"> 1. All structures to meet BC Building Code; 2. “Use at own risk” signage is provided; 	Luc	In progress

#	Date	Action Item	Assigned to	Target Date/Update
		3. Material and construction costs are not from public funds; 4. Future Maintenance and Inspection to be performed by ACRD; As outlined in the staff report dated November 20, 2014 – Proceed with the project.		
53.	May 27/15 Board	Work with West Coast Aquatic and bring back a recommendation to the Board on partnering with West Coast Aquatic in habitat restoration, protection and enhancement projects	Mike	Complete Fall 2016
54.	April 13/16 Board	Review ACRD Fire Department recent truck repairs and investigate Fire Departments use of maintenance contract for light vehicles	Luc	Investigating
55.	July 27 th Board	Provide a letter of support to the Alberni Valley Back Country Horsemen of BC to allow access to the Log Train Trail for the event to be held on September 17 th and 18 th , 2016	Heather	Done
56.	July 27 th Board	Investigate the development cost charges for water and fire department services in the Region and report back to the Board	Mike	September

Issued: August 19, 2016



Alberni-Clayoquot Regional District

**Board of Directors Meeting Schedule
September 2016**

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, September 14 th	Fisheries Committee Meeting	9:30 am – Regional District Board Room	Committee, Staff
	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Staff
	Regional Hospital District Board Meeting	Immediately following above	Directors, Staff
Wednesday, September 21 st	Alberni-Clayoquot Health Network Table of Partners	10:00 am - Regional District Board Room	Committee, Staff
	West Coast Committee Meeting	10:30 am - Tofino Council Chambers	Committee, Staff
September 26 th to 30 th	UBCM Convention	Victoria, BC	Russell, Directors

Issued: August 18, 2016

Air Quality Council Meeting: June 16th, 2016

Notes from the meeting held on Thursday June 16th, 2016 at 2:00 pm in the ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present:	Chris Alemany (City of Port Alberni) Judy Carlson (Community at large) Larry Cross (Catalyst Paper) Dave Jarrett (Community at large) Earle Plain (MOE) Sarah Thomas (Chair) Cynthia Dick (Tseshah First Nation) Bernadette Wyton (Community at large) Lucus Banton (ACRD, Director Cherry Creek) Patty Edwards (MLA's Office) John McNabb (ACRD) Andrew McGifford (ACRD Environmental Services) Ashley Popovich (Catalyst Paper) Gary Swann (Community member) Jade Yedia (Island Health)
Regrets:	Tim Pley (Fire Department)

Introductions

It was moved and seconded that the agenda be approved.

The minutes from April 21 meeting of the Air Quality Council were accepted as distributed. Moved and seconded. Carried.

1. Woodstove Exchange Update

What is the current voucher count?	20 vouchers have been claimed 12 of those are complete and the money dispersed. 11 vouchers remaining.
What are next steps?	See how it goes over the summer and review where we are at in the fall. Infographic series to be launched in the fall.

2. Catalyst Sustainability Report

What is the Catalyst Sustainability Report?	An annual document put out by the mill that outlines key points, stories, highlights, and low-lights of the previous year. The report outlines social, environmental, and financial sustainability. It is available at: http://www.catalystpaper.com/investors/sustainability-reports
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	<p>Note: there is specific data in the back that compares parameters such as emissions by mill etc.</p> <p>June 7th <i>Corporate Knights</i> magazine highlighted Catalyst Paper under the category of 'clean capitalism'. Catalyst was one of 2 pulp and paper mills in Canada that made the list. Congratulations to Catalyst for their recognition in this publication. For more information the report can be found at: http://www.corporateknights.com/reports-landing-page/</p>
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3. Cantimber Update

What is the current status?

- Smoke that seems to be attributed to Cantimber has been, at times, affecting the residential area in south port.
- A number of complaints have been received from the public regarding the operations at the Cantimber facility.
- no public agency has publicly released information regarding the situation.

What is the role of the AQC?

The role of the AQC is to ask questions and help make information available to the public as well as directing people to the appropriate agencies.

It was decided that it would be wise for the Air Quality Council to make public some information regarding the AQC perspective of the project and put forward some recommendations to the City, ACRD, PAPA, and Cantimber.

A 'Concerns and Recommendations' document was drafted and presented at the meeting. A few adjustments were made. It was moved, seconded and carried that *The 'concerns and recommendations' document would be edited as discussed and would be formally released to the public and distributed to the City of Port Alberni, the ACRD, the Port Alberni Port Authority, and Cantimber.*

The final version of this document is included in the Appendix below.

Cantimber and the AQC

Cantimber approached the AQC regarding participation in the AQC. Cantimber was specifically invited to come and participate in the May Air Quality Forum which they did with thanks.

Members of the AQC felt that the time was not right for cantimber to be a member on the council but that it would be good to have PAPA and Cantimber come as a delegation in the near future. They will be invited for the first meeting in the fall.

4. Alberni Valley Air Quality Report – Presentation and Discussion

<p>What is included in this Ministry of Environment Air Quality Report?</p>	<p>Air quality data from the last 5 years including Alberni elementary monitoring site data, the mobile monitor that was positioned at the Firehall during 2014, and nephelometer study that was completed in 2013.</p>
<p>What key questions are addressed in the report?</p>	<p>Is the current monitoring site representative? What is the spatial distribution of PM 2.5 in Port Alberni?</p>
<p>What are key findings from the report?</p>	<ul style="list-style-type: none"> - Geography – mountains inhibit air circulation particularly in the winter. - Drainage flows are particularly important in Port Alberni. A lot of flow along Cherry Creek. 21% calm in the winter. An important parameter. - PM2.5 is a health issue. Combustion is the mainsource.
<p>How can particular sources of air pollution be identified?</p>	<p>Hebdimodal plots. Show the temporal changes. For instance it is evident that emissions are highest on Sundays which suggests residential burning to be a major source.</p>
<p>What is the PM2.5 variation across town?</p>	<p>More impact at the elementary school than at the firehall >> indicates impact from out of town.</p> <p>Arrowview housing area – particular pollution impacts >> couple bad woodstoves?</p> <p>See more impacts from industrial sector during the summer upslope in Port Alberni.</p> <p>North port, Hupacasath, Tseshah, and Cherry Creek are hot spots for wood-smoke during the cold months.</p>
<p>What are important sources to work on reducing? What recommendations were put forward?</p>	<p>Woodstoves open burning Continue with airshed management table continuous improvement marine emissions and cantimber emissions need to be managed. Updating OBSCR (in process) continue work with forest sector continue to improve bylaws and education</p>
<p>Where can the full report be found?</p>	<p>http://www.bcairquality.ca/reports/pdfs/port-alberni-aq-report.pdf</p>

DISCUSSION

What questions were discussed?	Where do we go from here? How do we use this information as leverage? Who else needs to be involved?
What is the status of ACRD bylaw development?	On the work order. There is certainly an appetite on the board to move forward with this.
	<ul style="list-style-type: none"> - Want more alternatives to burning such as compost program. - concern about duplication of service and that if ACRD does a bylaw, conservation officers would defer to ACRD staff rather than ticket.
Where should the Air Quality report go from here?	Tool to bring to the community. Should do some media outreach on this. Perhaps turn it into a short video clip or flyer for easy absorption by the public.
	Island Health can help with health messaging and help with bylaw creation.

Next Meeting – October 13th, 2016, 2pm, ACRD Board Room.

Adjourn – Meeting adjourned at 4:30 pm.



Cantimber – Inner City Smoke Pollution

Some problems related to smoke emissions from Cantimber are:

1. Cantimber is established within a high-density population.
2. Regular smoke events put citizens in proximate neighbourhoods at risk.
3. The smoke has a strong, acrid, creosote smell that may be particularly toxic.
4. Emissions may be creating an occupational hazard for Cantimber employees and others working on the waterfront.
5. Emissions have a negative aesthetic impact that further degrades the enjoyment of residents and tourists in the Harbour Quay area.
6. There is a lack of transparency around Cantimber operations. Knowledge of their operations is proprietary and their processes are patent-pending. If part of the technology they are employing is experimental or has not been fully developed, then the surrounding citizens have been put in a vulnerable position. Given the risks, it is not clear why the City and the Port Authority would agree to a product development phase of this nature within the heart of the city.
7. There is a lack of integration and oversight with regard to Port Authority industrial and economic development planning.

Some recommendations to address these problems are:

1. CONTINUOUS MONITORING

It is advisable to have continuous monitoring put in place, especially during the trial phase of Cantimber operations. It should be left in place until there are virtually no emissions, as predicted by Cantimber.

It may be necessary to have continuous monitoring at more than one site. Final decisions regarding monitor placement should be made by the MOE based on meteorological data.

2. STACK MONITORING

It is advisable to conduct some stack monitoring, at least at start-up phase, to assess the nature of Cantimber emissions.

3. GAS-FIRED BACKUP

Cantimber puts great emphasis on using only wood to fire their operations. To avoid regular or sporadic pollution events, it is advisable that the company install some natural gas-firing capacity, especially for start up and combustion upsets.

4. TRIAL PHASE DEADLINE

There should be a time limit set for trial operations. By that deadline, if emissions are not reduced to negligible, as promised, there should be a plan to move the operation out of the city.

5. THIRD PARTY REVIEW

It is advisable to have a 3rd part review of the technology and equipment being used by Cantimber.

6. SUSPEND COMMERCIAL ACTIVITY

Operating to fill commercial orders should not take place until emissions are consistently low.

7. INTEGRATION/OVERSIGHT

Although the Ministry of Environment does not have direct jurisdiction over the Port Authority, pollution from their land is crossing into provincial and municipal territory. A higher level of environmental oversight is crucial for this project.

8. PROTOCOL

The AQC is frequently called in when there are problems but is often completely ignored when deals like that with Cantimber are made. It is advisable that the City, ACRD, and Port Authority consult the AQC before making decisions that may have an impact on air quality.

Public Interface and Role of the Air Quality Council

When air quality problems arise, part of the AQC's role in airshed protection is providing recommendations to minimize air pollution and maximize the best air quality possible. This document is one such example of that and outlines our concerns regarding the current Cantimber operations.

The AQC encourages complainants to register their concerns in writing to the Port Authority and the City and also to record their complaints by phoning the RAPP line (1-877-952-7277).



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