



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

## **AGENDA** | INAUGURAL MEETING OF THE BOARD OF DIRECTORS, FRIDAY, DECEMBER 9, 2011 STARTING AT 1:30 PM

In the Regional District Board Room at 3008 Fifth Avenue,  
Port Alberni, BC

### Pages

1. **CALL TO ORDER:**

Welcome – Russell Dyson, CAO

Oaths of Office – Marina Stilinovic,  
Administrator, Justice of the Peace

2. **ELECTION OF CHAIRPERSON:**

3. **ELECTION OF VICE-CHAIRPERSON:**

4. **PETITIONS, DELEGATIONS & PRESENTATIONS:**

a. Morgan Kennah, Manager, Sustainable Timberlands &  
Community Affairs, Island Timberlands  
Re: 'Introduction to Island Timberlands'

b. Tom Boyes  
Re: Development Variance Application – Lot 45,  
Haggard Cove

5. **ADOPTION OF MINUTES:**

a. Regular Board of Directors Meeting – November 23, 2011 ..... 1 - 8

6. **COMMUNICATIONS/CORRESPONDENCE  
FOR ACTION:**

a. Vancouver Island Regional Library  
Re: Appointment to the 2012 Vancouver Island Regional  
Library Board ..... 9 - 12

b. Beaver Creek Improvement District  
Re: Consideration of Absorbing  
BCID as a Service Area of the ACRD ..... 13 - 14

	<b>Pages</b>
c. Association of Vancouver Islands and Coastal Communities Re: Request for Nominations – Interim Directors .....	15 - 16
d. Local Government Leadership Academy Re: Elected Officials Seminars .....	17 - 24
e. Mainstream Canada Re: Congratulations and Invitation for a Tour .....	25 - 26
f. Union of British Columbia Municipalities Re: Notification of Executive Vacancies .....	27 - 32
<b>7. <u>COMMUNICATIONS/CORRESPONDENCE</u></b> <b><u>FOR INFORMATION:</u></b>	
a. Clayoquot Biosphere Trust Re: Update on 'Measuring Community Health' Project.....	33 - 34
b. Strathcona Regional District Re: B.C. Ferry Authority Board of Directors Nomination.....	35 - 36
c. Honourable Terry Lake, Minister of the Environment Re: Follow up on meeting of September 28, 2011 at The UBCM Convention .....	37 - 38
d. Gas Tax/Public Transit Management Services Re: Gas Tax Agreement Community Works Fund Payment.....	39 - 40
e. Union of British Columbia Municipalities Re: In the House..... Re: Completion of 2010/2011 (Spring) Community to Community Forum.....	41 - 44 45 - 46
f. Vancouver Island Regional Library Re: From the Board Table .....	47 - 48
g. Canadian Office and Professional Employees Union Local 378 Re: 'From Policy to Power: Real Solutions for BC Hydro' Report (Report held in office) .....	49 - 50

**8. STAFF REPORTS:**

- a. November Building Inspection Report ..... 51 - 52
- b. Staff Action Items as of December 1, 2011..... 53 - 58

**9. ADMINISTRATION:**

- a. Administrative Memo  
Re: Update on Grant Applications and Funding ..... 59 - 60
- b. Request for Decision  
Re: Sproat Lake APC Appointment ..... 61 - 62

**10. FINANCES:**

- a. Administrative Memo  
Re: Finance Warrant No. 511 ..... 63 - 94

**11. PLANNING MATTERS:  
ELECTORAL AREA DIRECTORS ONLY**

- a. DVA11007 (Boyes) Lot 45 Haggard Cove  
• Memo ..... 95 – 110  
•
- b. DVC11009 (Hache) 1089 Sixth Avenue – Salmon Beach  
• Memo ..... 111 - 112

**12. CHAIRPERSON'S REPORT:**

**13. UNFINISHED BUSINESS:**

**14. DIRECTOR'S DECLARATIONS:**

**15. NEW BUSINESS:**

*[Section 15(3) - The Board must not consider any matters not listed on the Agenda unless it is first agree to by a vote of two-thirds of those Members present]*

**16. MEETING SCHEDULE:**

- a. January 2012 ..... 113 - 114

**17. QUESTION PERIOD:**

**18. RECESS TO IN-CAMERA:**

- a. Motion to close the meeting to the public to discuss matters relating to:

- i. Labour or other employee relations

**19. RE-OPEN MEETING:**

**20. ADJOURNMENT:**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### BOARD OF DIRECTORS MEETING MINUTES

WEDNESDAY, NOVEMBER 23, 2011

REGIONAL DISTRICT BOARD ROOM

- Present: Chairperson: Glenn Wong, Directors: Tony Bennett (via teleconference), Hira Chopra, Penny Cote, Patty Edwards, John Fraser (via teleconference), Mike Kokura, Ken McRae, Stefan Ochman, Eric Russcher.
- Staff: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Manager of Administrative Services, Teri Fong, Manager of Finance, Mike Irg, Manager of Planning and Development, Carla Connelly, Planner.
- Other: John Jack, Councillor, Huu-ay-aht First Nation.

1. The meeting was called to order at 1:30 p.m.

#### PETITIONS, DLEGATIONS & PRESENTATIONS

2. The Chairperson presented Shane Morrow, Alberni Valley Times with a gift of recognition for covering the ACRD meetings and congratulated him on his upcoming retirement from the Alberni Valley Times.
3. *Moved by M. Kokura, seconded by S. Ochman, "That Mr. Gerry Dulyk be invited to address the Regional District Board."*  
  
*"Carried"*
4. Mr. Dulyk spoke against Development Variance Application DVA11007, Lot 45 Haggard Cove. Mr. Dulyk is against the front yard variance setback as applied for.
5. The Chairperson thanked Mr. Dulyk for his presentation.
6. *Moved by M. Kokura, seconded by H. Chopra, "That Mr. Mike Wilton, Lot 31, Haggard Cove be invited to address the Regional District Board."*  
  
*"Carried"*
7. Mr. Wilton spoke against approval of Development Variance Application DVA11007, Lot 45 Haggard Cove.
8. The Chairperson thanked Mr. Wilton for his presentation.

## MINUTES

9. *Moved by M. Kokura, seconded by E. Russcher, "That the minutes from the Regular Board of Directors meeting held on October 26, 2011 be adopted as circulated."*

*"Carried"*

10. *Moved by H. Chopra, seconded by M. Kokura, "That the Board Remuneration Review Committee: Donna Brett, Lyle Price, Bob Cole be invited to address the Board of Directors regarding their review of the ACRD Board Remuneration, Expenses and Benefits Bylaw."*

*"Carried"*

11. D. Brett provided an overview of the review conducted by the Board Remuneration Review Committee. The Committee answered questions from Directors. D. Brett advised that the Committee recommends that the process for this review start earlier next time and that the Committee look at a one fee remuneration model. The Chairperson thanked the Committee for sitting on the Committee and reviewing the Bylaw.

## COMMUNICATIONS, CORRESPONDENCE – FOR ACTION

12. Correspondence dated November 10, 2011 from AVICC regarding resolutions and request for submissions and call for nominations for the AVICC Executive.  
*Moved by H. Chopra, seconded by T. Bennett, "That this correspondence be received."*

*"Carried"*

13. Letter dated October 2011 from Nature Trust of BC requesting funding support.  
*Moved by H. Chopra, seconded by E. Russcher, "That this correspondence be received."*

*"Carried"*

14. Letter from the Alberni Valley Wrestling Club requesting funding support for the 29<sup>th</sup> Annual Alberni Valley Invitational Wrestling tournament.  
*Moved by K. McRae, seconded by P. Cote, "That the Alberni-Clayoquot Regional District award a Special Events Grant in the amount of \$1,000.00 to the Alberni Valley Wrestling Club for the 29<sup>th</sup> Annual Invitational Wrestling Tournament, February 2<sup>nd</sup> to 4<sup>th</sup>, 2012 in Port Alberni, BC."*

*"Carried"*

**Alberni-Clayoquot Regional District  
Board of Directors Minutes – Wednesday, November 23, 2011**

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15. Letter dated November 3, 2011 from the Ministry of Forests, Lands and Natural Resource Operations regarding Ahousaht First Nation cemetery.  
*Moved by M. Kokura, seconded by P. Edwards, "That the Alberni-Clayoquot Regional District advise the Ministry of Forests, Lands and Natural Resource Operations that the Regional District is willing to apply for a Sponsored Crown Grant for cemetery purposes on behalf of the Ahousaht First Nation for Block A, District Lot 1370 Clayoquot District, containing 2.00 hectares."*

*"Carried"*

16. Letter dated November 16, 2011 from the Cherry Creek Improvement District requesting assistance to complete a conversion analysis.  
*Moved by M. Kokura, seconded by K. McRae, "That the Alberni-Clayoquot Regional District instruct staff to provide assistance to the Cherry Creek Improvement District in examining the potential impacts of converting to a local service area of the Regional District and apply for provincial funding in the amount of \$5,000.00 to complete a conversion analysis."*

*"Carried"*

17. Letter dated November 21, 2011 from the City of Port Alberni requesting an appointment from the Regional District to the RCMP Inspector Recruitment Panel.  
*Moved by K. McRae, seconded by M. Kokura, "That Chairperson Wong be appointed to the City of Port Alberni RCMP Recruitment Panel."*

*"Carried"*

**COMMUNICATIONS, CORRESPONDENCE – FOR INFORMATION**

18. *Moved by M. Kokura, seconded by P. Cote, "That the following correspondence be received for information: Union of British Columbia Municipalities re: In the House, CFIB's Fourth Municipal Spending Report, Honourable Mary Polak, Minister of Aboriginal Relations and Reconciliation re: Response from Meeting at UBCM Convention, Islands Trust re: Salish Sea Shipping and Oil Spill Concerns, Ministry of Health re: Age-Friendly BC Community Resource Package and Honourable Blair Lekstrom, Minister of Transportation & Infrastructure re: UBCM Thank you."*

*"Carried"*

**REPORTS**

19. Director Bennett reported on the Central West Coast Forest Society. The Society is finishing up the creek restoration project. They continue to look for further funding.

*Moved by T. Bennett, seconded by M. Kokura, "That this verbal report be received."*

*"Carried"*

20. Director Bennett provided an update on the Coastal Communities Network. The Network has developed a strategy for 2012 which is centered around the AVICC and UBCM Conventions. The CCN are proposing to hold their elections in conjunction with UBCM.

*Moved by T. Bennett, seconded by P. Edwards, "That this verbal report be received."*

*"Carried"*

21. Director McRae reported on the Island Corridor Foundation. The Foundation continues to lobby for funding from the Federal Government.

*Moved by K. McRae, seconded by E. Russcher, "That this verbal report be received."*

*"Carried"*

#### **OTHER REPORTS**

22. *Moved by P. Edwards, seconded by P. Cote, "That the Session Summary from the Community to Community Forum held on October 13, 2011 on Emergency Planning in the Region be received."*

*"Carried"*

23. *Moved by M. Kokura, seconded by K. McRae, "That the minutes from the Log Train Trail Advisory Committee meeting held on November 10, 2011 be received."*

*"Carried"*

#### **STAFF REPORTS**

24. *Moved by M. Kokura, seconded by P. Edwards, "That the Chief Administrative Officer's report dated November 2011 be received for information."*

*"Carried"*

Alberni-Clayoquot Regional District  
Board of Directors Minutes – Wednesday, November 23, 2011

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25. *Moved by P. Edwards, seconded by M. Kokura, "That the Manager of Planning and Development report dated November 16, 2011 be received for information."*

*"Carried"*

26. *Moved by P. Edwards, seconded by M. Kokura, "That the October 2011 Building Report be received for information."*

*"Carried"*

27. *Moved by H. Chopra, seconded by M. Kokura, "That the Staff Action Items as of November 16, 2011 be received for information."*

*"Carried"*

### **ADMINISTRATION**

28. Administrative Memo regarding Custom Transit Ridership by Community.  
*Moved by P. Cote, seconded by P. Edwards, "That this report be received."*

*"Carried"*

29. Request for Decision regarding Rock Quarry Investigation at the Alberni Valley Airport.

*Moved by M. Kokura, seconded by P. Cote, "That the Regional District Board of Directors not proceed with further investigations of a rock quarry at the Alberni Valley Airport until the Regional District's own aggregate needs a future for the subject lands are determined."*

*"Carried"*

30. Request for Decision regarding Special Board of Directors Meeting.

*Moved  
by E. Russcher, seconded by P. Edwards, "That the Alberni-Clayoquot Regional District Board of Directors call a Special Board of Directors Meeting on Friday, December 9, 2011 immediately following the Inaugural Board of Directors Meeting in order to consider an appointment of Director for Electoral Area "A" (Bamfield)."*

*"Carried"*

31. Request for Decision regarding Review of the ACRD Board Remuneration, Expenses and Benefits Bylaw.

*Moved by P. Cote, seconded by E. Russcher, "That this correspondence be deferred and staff be instructed to provide more detailed information on the*

*proposed amendments to the Board Remuneration, Expenses and Benefits Bylaw.”*

“Carried”

32. Administrative Memo regarding Declaration of Official Election Results.  
*Moved by P. Edwards, seconded by P. Cote, “That this correspondence be received.”*

“Carried”

### **FINANCES**

33. *Moved by M. Kokura, seconded by P. Edwards, “That the Alberni-Clayoquot Regional District Financial Statements dated January 1 – October 31, 2011 be approved.”*

“Carried”

### **PLANNING**

34. Development Variance Application DVA11007 (Boyes), Lot 45, Haggard Cove, Electoral Area “A” (Bamfield).  
*Moved by M. Kokura, seconded by P. Cote, “That the Regional District Board is, at this time, disposed to deny Development Variance Application DVA11007 and prior to doing so, offer the applicant the opportunity to present their own case as to why this application should not be denied.”*

“Carried”

35. Development Variance Application DVC11009, (Hache), Lot 15, Block 43, Section 49, Clayoquot District, Plan 510, Electoral Area “C” (Long Beach).  
*Moved by T. Bennett, seconded by P. Edwards, “That the Board of Directors concur with the recommendation of Planning Staff and consider issuing Development Variance Application DVC11009 to vary the required side yard setback of the Marine Recreation (MR) District from 10 feet to 8.8 feet as per Section 143.3 (7)(ii) of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to allow for the construction of a cabin within the footprint of the existing foundation on the property.”*

“Carried”

36. Development Variance Application DVF11010, (Borovica), Lot B, Block 235, Alberni District, Plan 31594, 1785 Alberni Highway, Electoral Area “F” (Cherry Creek).  
*Moved by G. Wong, seconded by P. Cote, “That the Board of Directors concur with the recommendation of Planning Staff and consider issuing Development*

*Variance No. DVF11010 to vary the required front yard setback of the Multiple Family Residential (RM1) District from 25 feet to 10 feet as per Section 200 – Schedule II – Bulk and Site Regulations of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to allow for the completion of the additions to units 4 and 5 within their existing footprint.”*

“Carried”

37. Subdivision Application SF11010, (Murray), Lot 3, District Lot 273, Alberni District, Plan VIP71739, 375 Franklin River Road, Electoral Area “F” (Cherry Creek).  
*Moved by G. Wong, seconded by P. Edwards, “That the Board of Directors concur with the recommendation of Planning Staff and waive the 10% road frontage requirement for Lot A of the proposed subdivision.”*

“Carried”

38. Crown Referral Summary LC11012, (Barkley Project Group Ltd.), North of Kennedy Lake, Electoral Area “C” (Long Beach).  
*Moved by T. Bennett, seconded by P. Edwards, “That the Board of Directors concur with the recommendation of Planning Staff and notify the Ministry of Forests, Lands and Natural Resource Operations that the ACRD interests are unaffected by Crown Referral No. LC11012.”*

“Carried”

39. Administrative Memo regarding Age-Friendly Planning within the Alberni-Clayoquot Regional District.  
*Moved by M. Kokura, seconded by P. Edwards, “That the Alberni-Clayoquot Regional District Board of Directors support and direct staff to apply for the 2012 Age-friendly Community Planning and Project Grant.”*

“Carried”

#### **CHAIRPERSON’S REPORT**

40. *Moved by E. Russcher, seconded by P. Cote, “That the Chairperson’s Report for the month of November 2011 be received for information.”*

“Carried”

### MEETING SCHEDULE

41. *Moved by M. Kokura, seconded by H. Chopra, "That the meeting schedule for the month of December 2011 be received."*

*"Carried"*

### RECESS TO IN-CAMERA

42. *Moved by P. Edwards, seconded by E. Russcher, "That the meeting be closed to the public to discuss matters relating to:*
- a. Litigation or potential litigation affecting the Regional District;*
  - b. 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,*
  - c. Labour or other employee relations."*

*"Carried"*

### ADJOURNMENT

43. The meeting was re-opened to the public at 3:38 p.m.
44. *Moved by P. Edwards, seconded by E. Russcher, "That this meeting now stand adjourned."*

*"Carried"*

45. The meeting adjourned at 3:40 p.m.

Certified Correct:

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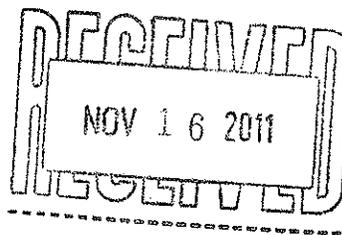
Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer

November 14, 2011

Mr Russell Dyson  
Chief Administrative Officer  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, BC V9Y 2E3



Dear Mr Dyson

**Re: Appointment to the 2012 Vancouver Island Regional Library Board**

With the new year not too far off, it is time to consider your representation at the Board of Trustees of Vancouver Island Regional Library – the fourth largest library system in British Columbia that serves more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the central coast. Vancouver Island Regional Library enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

According to the *Library Act*, each municipality and/or regional district that is party to the regional library district must, by resolution, appoint a member and an alternate member at the first meeting of the municipal council or regional district board for a term of one year, January 1 - December 31, 2012. Members are eligible for reappointment but may not serve for more than eight consecutive years. Reappointment of sitting members is encouraged in the interest of continuity.

Provincial legislation requires certified resolutions to be submitted to Vancouver Island Regional Library by December 15, 2011. I enclose 2012 appointment forms for a Board member and alternate member to ensure we have accurate contact information.

VIRL Board of Trustees requires its members to complete a *Statement of Financial Disclosure* and, to that end, I enclose forms to be completed by your member and alternate member representatives. A copy of the form completed for municipal purposes is also acceptable.

Please complete the enclosed forms and return, along with a copy of the certified resolution, by December 15, 2011 to Kathryn Oldham: fax 250.758.2482 or email [koldham@virl.bc.ca](mailto:koldham@virl.bc.ca).

Thank you for your continuing support of Vancouver Island Regional Library!

Sincerely,



Rosemary Bonanno, BA, MLS  
Executive Director

**Library Act**  
**[RSBC 1996] CHAPTER 264**

**Excerpt from Part 3 – Regional Library Districts**

**How the library board is appointed**

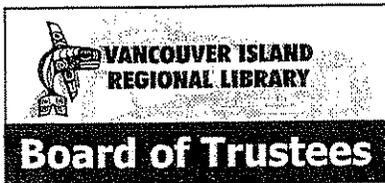
- 16 (1) The library board is to consist of a representative of each municipality and regional district that is a party to the agreement to establish the regional library district.
- (2) A municipal council must, by resolution,
- (a) appoint one of its members to be a member of the library board, and
  - (b) appoint another of its members as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (3) If there is more than one electoral participating area in the regional library district, the regional district board must, by resolution,
- (a) appoint from among the directors of the electoral participating areas a member of the library board, and
  - (b) appoint another of the directors of the electoral participating areas as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (4) If there is only one electoral participating area in a regional library district,
- (a) the director of the electoral participating area is a member of the library board, and
  - (b) the alternate director of the electoral participating area is the alternate member on the library board if the director of the electoral participating area is absent or unable to act.

**When members are appointed**

- 17 (1) Each municipal council and each regional district board must appoint its representative and alternate representative at the first meeting of the municipal council or regional district board after the regional library district is established under section 14 (3).
- (2) All subsequent regular appointments must be made each December at the first meeting of the municipal council or regional district board.
- (3) A vacancy arising during the term of an appointment is to be filled, for the remainder of the term, by an appointment made at the first meeting of the municipal council or regional district board after the vacancy arises.
- (4) If an appointment is not made at the time specified in this section, the appointment must be made as soon as convenient.

**Term of office**

- 18 (1) A member of the library board holds office for a term of one year, or for the remainder of the year for which the appointment is made.
- (2) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.
- (3) The term of office of a member continues until a successor is appointed unless the member is removed for cause.
- (4) A municipal council or regional district board may remove its representative on the library board for cause, including if the representative fails to attend 3 consecutive regular meetings of the library board without the written approval of the library board.



# 2012 Appointment Form

Trustee

The Alberni-Clayoquot Regional District has appointed Director \_\_\_\_\_ as *Trustee* on the Vancouver Island Regional Library Board for the year 2012. The term of the appointment is January 1 – December 31, 2012. This appointment will continue until a successor is appointed, as provided under Section 18(3) of the Library Act, unless the member is removed for cause as provided under Section 18(4) of the Library Act.

### Representative's Information

Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Courier Address: \_\_\_\_\_  
 check if same as above  
City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### Email

Home: \_\_\_\_\_ Municipal: \_\_\_\_\_  
Other: \_\_\_\_\_

### Phone (please check preferred contact number)

Home: \_\_\_\_\_  Municipal: \_\_\_\_\_  
 Other: \_\_\_\_\_

### Birthdate (required for insurance purposes)

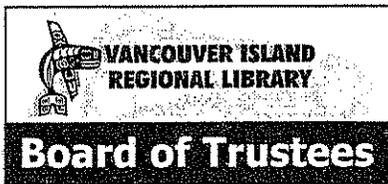
Day: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

### Staff Contact

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
*Signature* *Date*

**Please attach certified copy of the resolution**



# 2012 Appointment Form Alternate

The Alberni-Clayoquot Regional District has appointed Director \_\_\_\_\_ as *Alternate* on the Vancouver Island Regional Library Board for the year 2012. The term of the appointment is January 1 – December 31, 2012. This appointment will continue until a successor is appointed, as provided under Section 18(3) of the Library Act, unless the member is removed for cause as provided under Section 18(4) of the Library Act.

### Representative's Information

Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Courier Address: \_\_\_\_\_  
 check if same as above \_\_\_\_\_  
City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### Email

Home: \_\_\_\_\_ Municipal: \_\_\_\_\_  
Other: \_\_\_\_\_

### Phone (please check preferred contact number)

Home: \_\_\_\_\_  Municipal: \_\_\_\_\_  
 Other: \_\_\_\_\_

### Birthdate (required for insurance purposes)

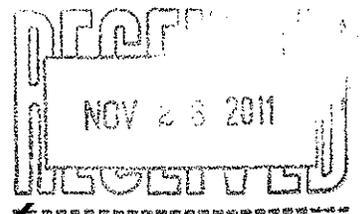
Day: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

### Staff Contact

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
*Signature* *Date*

**Please attach certified copy of the resolution**



## *Beaver Creek Improvement District*

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B-6038 BEAVER CREEK RD., PORT ALBERNI, BC. V9Y 8X4  
PHONE (250) 723-9371    [info@beavercreekwater.ca](mailto:info@beavercreekwater.ca)    FAX (250) 723-1511

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Wednesday, November 23<sup>rd</sup>, 2011

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

To The ACRD Board of Directors:

We the Beaver Creek Improvement District Board of Trustees would like to inquire whether or not the Alberni-Clayoquot Regional District would be in consideration of absorbing the Beaver Creek Improvement District as a service area of the Alberni-Clayoquot Regional District.

We look forward to hearing your response.

Yours truly,

Wayne Hasler  
BCID District Chair





## MEMORANDUM

**TO:** Mayors and Councils, Chairs and Boards  
**FROM:** Chair Joe Stanhope, AVICC President  
**DATE:** November 24, 2011  
**RE:** **REQUEST FOR NOMINATIONS – INTERIM DIRECTORS**

I would like to take the opportunity to congratulate those who have been returned to office and welcome all the new members to the Association as they begin to serve in their new roles.

I also want to thank all those members who will be completing their terms. Your involvement and participation as members of the Association of Vancouver Island and Coastal Communities has been valued and will be missed. I especially want to recognize and thank Christopher Causton, Barry Avis and Darren Inkster for their service to the Association as members serving on the current Executive. We wish you all the best as you take on new opportunities; perhaps we may have the opportunity to collaborate with you again in another capacity.

The AVICC Executive currently has three vacancies as a result of recent elections. Section 28.1 of the AVICC Constitution states: "If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director."

It is important that the Association's Executive is representative of the entire membership. Currently, the membership is represented on the Executive by:

- Chair Joe Stanhope, Nanaimo Regional District (President)
- Mayor Larry Cross, Town of Sidney (2<sup>nd</sup> Vice President)
- Director Mary Marcotte, Cowichan Valley Regional District (EA Representative)
- Councillor Claire Moglove, City of Campbell River (Director at Large)
- Councillor Cindy Solda, City of Port Alberni (Director at Large)

At this time, Executive would like to invite members to put forward names of those they feel can make a positive contribution to the Executive team by serving in this interim capacity. Please forward your recommendations along with a brief bio of the nominee by **Friday, December 9** to [avicc@ubcm.ca](mailto:avicc@ubcm.ca).

Executive will meet via teleconference mid-December to review the recommendations with invitations being extended to new members to attend the January 13, 2012 meeting in Nanaimo.

Thank you.

525 Government St, Victoria, BC V8V 0A8  
Email: [avicc@ubcm.ca](mailto:avicc@ubcm.ca) • Tel: 250-356-5122 • Fax: 250-356-5119 • [www.avicc.ca](http://www.avicc.ca)

Representing Local Government on Vancouver Island, Sunshine Coast, Powell River and Central Coast





LOCAL GOVERNMENT LEADERSHIP ACADEMY

## REGISTER NOW FOR ELECTED OFFICIAL SEMINARS

Registration is now open for Local Government Leadership Academy Elected Officials Seminar.

Choose from 8 seminars open to newly elected, returning elected and senior staff. Register at [CivicInfo.ca](http://CivicInfo.ca).

View the agenda, program description and how to book hotel accommodation.

# 2012 LGLA ELECTED OFFICIALS TRAINING SEMINARS

## LOCAL GOVERNMENT LEADERSHIP ACADEMY

### Seminar Dates & Locations

**Small Communities** <10,000  
population  
January 11 - 13  
Delta Airport, Richmond

**SILGA Communities**  
January 18 - 20  
Grand Okanagan, Kelowna

**AVICC Communities**  
January 24 - 26  
January 25 - 27  
Tigh-Na-Mara, Parksville

**Electoral Area Directors**  
February 8 - 10  
Delta Airport, Richmond

**AKBLG Communities**  
February 15 - 17  
Prestige Lakeside Resort,  
Nelson

**Large Communities** >10,000  
population  
February 22 - 24  
Delta Airport, Richmond

**NCLGA Communities**  
Feb. 28 - March 1  
Inn of the North, Prince  
George

Register on CivicInfo  
[www.civicinfo.bc.ca](http://www.civicinfo.bc.ca)  
after November 21, 2011

For more information go to  
[www.LGLA.ca](http://www.LGLA.ca)

The LGLA Elected Officials Seminars will be offered once again following the BC local government elections. Two additional seminars have been planned for 2012.

The 2012 seminars are designed for both newly and returning elected officials and offer revised seminar content and format.

The seminars will include plenary sessions for all elected officials attending as well as concurrent sessions to meet the specific needs of newly and returning elected officials. We also invite senior management staff to attend the seminars along with their elected officials.

### Program Highlights:

- The 2012 program includes sessions on meeting procedures, setting priorities, teamwork, budgeting, financial planning, community planning, affordable housing, local government law, conflict of interest and more....
- Speakers include leading professionals and practitioners from the local government community across BC.
- Content is targeted at both newly and returning elected officials.
- Senior staff members are invited to attend with their council and board members.
- Eight different seminars will be held in locations across the Province including Nelson, Kelowna, Parksville, Richmond and Prince George.
- A special seminar program has been developed to address the needs of electoral area directors.

### Registration

Registrations in limited so please register early after November 21, 2011 at CivicInfo BC [www.civicinfo.bc.ca](http://www.civicinfo.bc.ca)

For more information go to [www.LGLA.ca](http://www.LGLA.ca) or contact LGLA Program Coordinator, Eydie Fraser at [lgla@ubcm.ca](mailto:lgla@ubcm.ca) or 250-356-5275.

### Local Government Leadership Academy

The Local Government Leadership Academy (LGLA) was established to serve the needs of elected officials and senior administrators by improving the competencies needed to effectively manage and lead BC's local governments.

We Look Forward To Seeing You In January and February!

Presented by the LGLA in cooperation with the Union of BC Municipalities



## 2012 ELECTED OFFICIALS SEMINARS

### DAY 1

6:00 pm	<b>Registration</b> <i>(LOCATION)</i>	
7:00 pm	<b>Plenary Session Opening and Welcome</b> <i>(LOCATION)</i>	
7:15 pm	<b>The "W's" of Elected Officials:</b> <i>Who you are, why you are here, what you wish to accomplish?</i> <i>(LOCATION)</i>	
8:00 pm	<b>Decision Making in Local Government: Keynote</b> <i>(LOCATION)</i>	
9:00 pm	<b>Reception</b> <i>(LOCATION)</i>	

### DAY 2

7:00 am	<b>Breakfast Buffet</b> <i>(LOCATION)</i>	
7:30 am	<b>Clinic Session - Making Meetings Work – Meeting Procedures 101</b> <i>For newly elected officials</i> <i>(LOCATION)</i>	
8:30 am	<b>Orientation to the Day</b> <i>(LOCATION)</i>	

8:35 am	<b>Roles &amp; Responsibilities</b> <i>The roles and responsibilities of councillors/board members; staff/elected official relations &amp; the art of working together.</i> (LOCATION)	
10:00 am	<b>LGMA Presents</b> (LOCATION)	
10:15 am	<b>An Elected Official Comments on Roles and Responsibilities</b>	
10:30 am	<b>Coffee Break</b> (LOCATION)	
10:50 am	<b>Concurrent Sessions</b>	
	<b>Newly Elected: Local Government Law</b> <i>Overview of Community Charter and Local Government Act; statutory requirements, what you can do - what you can't; responsibilities, by-Laws and resolutions; types of meetings</i> (LOCATION)	
	<b>Returning Elected: Decision Making, Priority Setting and Thinking Strategically</b> <i>The importance of good decision making and the value of priority setting.</i> (LOCATION)	
12:15 pm	<b>Lunch Buffet</b> (LOCATION)  <b>Sponsor</b>	
1:30 pm	<b>Plenary Session</b> <b>Communications and the Media</b> <i>The art of media relations</i> (LOCATION)	
2:30 pm	<b>Coffee</b> (LOCATION)	
2:50 pm	<b>UBCM Presents</b> (LOCATION)	
3:20 pm	<b>Municipalities and Regional Districts</b> <i>Overview of Regional Districts</i> (LOCATION)	
4:10 pm	<b>Council in Partnership and Collaboration</b> (LOCATION)	

5:00 pm	Supper Break – On Your Own	
7:15 pm	Mentoring Panel (LOCATION)	
8:30 pm	Adjourn	

**DAY 3**

7:00 am	Breakfast Buffet (LOCATION)	
7:30 am	Local Governments & First Nations: Working Together (LOCATION)	
8:30 am	Concurrent Sessions	
	Newly Elected: Local Government Financial Management – the basics. <i>Budgeting - everything you want to know, need to ask ... and more</i> (LOCATION)	
	Returning Elected: Financial Management 2 <i>Strategic financial planning.</i> (LOCATION)	
10:30 am	Coffee Break (LOCATION)	
10:50 am	Concurrent Sessions, Continued	
	Newly Elected: Local Government Community Planning <i>Why &amp; how we plan, the role of council &amp; staff</i> (LOCATION)	
	Returning Elected: Citizen Engagement (LOCATION)	
12:15 pm	Lunch Buffet (LOCATION)	
	The Minister of Community, Sport and Cultural Development	Honorable Ida Chong, Minister of Community, Sport and Cultural Development (Invited).
1:30 pm	Plenary Session - Legal Clinic Public Hearing Skit <i>Legal clinic and discussion on conflict of interest, liabilities, in-camera confidence</i> (LOCATION)	

3:00 pm	Closing Comments and Adjourn	
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## ACCOMMODATION

A block of rooms for participants has been booked at the noted hotels. Please arrange your accommodation by contacting the hotel directly and advising that you are with the **LGLA/UBCM** event (the special rates shown will then apply). Please note cut off dates listed below. Registrants are responsible for their own bookings and payment of hotel charges. We encourage you to book early.

HOTEL	PHONE	FAX/EMAIL	\$\$
Delta Vancouver Airport in Richmond Dec. 27, 2011-Small Communities Jan. 17, 2012- EA Directors Jan. 21, 2012 - Large Communities	604.278.1241 UBCM	604.276.1975 dva.reservations @deltahotels	\$139 dbl/std
Tigh-Na-Mara, Parksville Jan. 10, 2012	1-800-663-7373 LGLA/AVICC		\$129 dbl/std
Grand Okanagan, Kelowna Jan. 4, 2012	250-763-4500 1- 800-465-4651 LGLA-SILGA Elected Officials UBCM		\$133 dbl/std
Prestige Lakeside Resort-Nelson Jan. 29, 2012	250.352.7222 1-877-737-8443, Prompt #4, #2 LGLA	250.352.3966 Nelson@Prestige Hotels.ca	\$89 – 1 Queen Bed \$140 – 2 Queen Beds
Coast Inn of the North Feb. 6, 2012	1.800.663-1144 UBCM Group Room Block		\$120/dbl/std

Updated: November 15, 2011

Local Government Leadership Academy  
525 Government Street, Victoria, B.C. V8V 0A8  
250-356-5275(phone) 250-356-5119(fax)  
www.lgla.ca





## Mainstream Canada

#203 - 919 Island Highway  
Campbell River, BC, V9W 2C2  
Tel (250) 286-0022  
Fax (250) 286-0042  
[www.mainstreamcanada.com](http://www.mainstreamcanada.com)

**2011-11-22**

We at Mainstream Canada would like to offer our congratulations to the candidates elected to the Alberni-Clayoquot Regional District in the Nov. 19 civic election.

Politics is not an easy job, and we thank you all for making this commitment.

We look forward to working with you in the near future and believe the Alberni-Clayoquot region is a great place for our employees to live, and for us to do business.

Congratulations to those elected as directors, Michael Kokura; Glenn Wong; Tony Bennett; John McNabb; and Penny Cote.

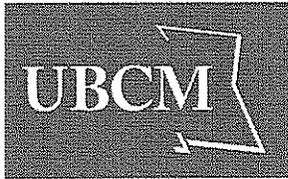
We would like to invite them to come tour a farm site and our processing plant in Tofino sometime early next year. Please let us know when you might be available.

Thank you,

**Grant Warkentin**  
Communications Officer  
Mainstream Canada  
250-286-0022 #247  
[grant.warkentin@mainstreamcanada.com](mailto:grant.warkentin@mainstreamcanada.com)

*Our focus is sustainable aquaculture.*





MEMO  
December 1, 2011

TO: **UBCM MEMBERS** Attn: Mayor & Council | Chair & Board  
FROM: UBCM EXECUTIVE  
RE: **NOTIFICATION OF EXECUTIVE VACANCIES**

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The purpose of this memo is to notify members of the direction taken by the Executive at the November 25<sup>th</sup> Executive meeting with regard to Executive vacancies as a result of the Local Government Elections.

At the meeting, Executive members were advised that there are four vacancies, and the process for filling those vacancies in accordance with the UBCM Bylaws and Policies:

- SILGA representative – SILGA to make a re-appointment
- Third Vice President – Executive CANNOT appoint a Third VP, but has option to appoint an 'Acting Director at Large'.
- Director at Large (1) – Executive may appoint an eligible elected official.
- Vancouver Metro Area Representative (1) – Executive may appoint an eligible elected official.

Based on the direction provided in the Bylaws and Policies, the Executive 'may' fill vacancies or may not (see Appendix A for extracts of both documents). Upon consideration of the Bylaws and Policies the Executive endorsed the following recommendations:

*That the Executive proceed to notify the membership of the vacancies on the Executive for Director at Large and Vancouver Metro Area Representative and seek expressions of interest based on the process and eligibility criteria outlined in the policies for each of these positions; and*

*That a process be put into place to provide for the two vacancies to be filled prior to the next Executive meeting scheduled for February 2-3, 2012.*

The Executive chose not to appoint an additional 'Acting Director at Large' to fill the vacancy left by the Third Vice-President. The President has asked Chair Al Richmond, EA Rep on the UBCM Executive, to serve as a 'member at large' to the Presidents Committee to fill the vacancy left by Third VP. In accordance with the Bylaws, SILGA has made a new appointment to the Executive, Councillor Harry Kroeker, City of Merritt, to replace Noreen Guenther.

## Next Steps

This memo serves as notification to the membership that the UBCM Executive wishes to fill the vacancies for:

- Director at Large (1); and
- Vancouver Metro Area Representative (1).

As noted in the endorsed Executive recommendation, the process for filling vacancies will follow the process outlined in s. 8.5 of the Executive Policies.

## Eligibility for Office

*Director At Large* – this position is open to all elected officials of UBCM.

*Vancouver Metro Area Representative* – this position is open to elected members of either, or both, a council of a member municipality of the GVRD or of the GVRD Board (a list of eligible local governments is attached as Appendix B).

## Process

Eligible elected officials interested in applying for either of these positions are encouraged to submit an expression of interest for **one** of these vacancies, as outlined in s. 8.5 of the Executive Policies. We would ask that potential candidates complete the attached nomination form (Appendix C) and return it by email or fax to the attention of the Immediate Past President. Candidates are also encouraged to provide a short bio of themselves (not more than 300 words) with their nomination form. All materials can be sent to the attention of Immediate Past President, Councillor Barbara Steele, care of the following email address: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca) or by fax: 604-270-9116.

**The submission deadline for expressions of interest (nomination form and bio) is:  
Monday, January 9, 2012**

The Executive will consider all expressions of interest and make a decision regarding whom they will appoint to fill these two vacancies.

Following Executive deliberations, all members will be notified of the Executive's decision. Newly appointed board members will be invited to attend the February 2-3, 2012 Executive meeting in Richmond.

If you have any questions about the process please contact Marie Crawford, Associate Executive Director at 604-270-8226 Ext. 104 or by email: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca).

Thank you and we welcome eligible interested candidates to apply. For further information about UBCM and the Executive please see the UBCM website.

## APPENDIX A

## EXTRACTS FROM THE UBCM BYLAWS AND EXECUTIVE POLICIES

## UBCM Bylaws

Section 2 of the UBCM Bylaws provides the following definition for officers:

2. *The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.*

Section 3(d) speaks to filling vacancies: (*bold italics indicate relevant sections*)

- (d) ***No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union. ...***

*In the event of a vacancy:*

- ***amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;***
- ***amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;***
- *in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.*

## Executive Policies

Section 8.5 of the Executive Policies outlines the process for appointing replacements:

**8.5 Member notice of vacancies on the executive**

*If there is a vacancy following a local general election that will require the Executive to appoint a replacement, the following steps will be taken before the matter is considered by the Executive.*

1. *Councils and boards will be notified of the vacancies that exist, the procedures for replacement and advised that the Executive will accept expressions of interest.*
2. *Any expression of interest must be endorsed by two elected officials of UBCM members.*
3. *An interested candidate may submit an expression of interest for one position only.*
4. *Expressions of interest will be directed to the Immediate Past President, who will prepare a report for the Executive on the materials received.*

**Appendix B**

**Vancouver Metro Area Representative – List of Eligible Members**

Abbotsford  
Anmore  
Belcarra  
Bowen Island  
Burnaby  
Coquitlam  
Delta  
Electoral Area A (Metro Vancouver)  
Langley City  
Langley Township  
Lions Bay  
Maple Ridge  
New Westminster  
North Vancouver City  
North Vancouver District  
Pitt Meadows  
Port Coquitlam  
Port Moody  
Richmond  
Surrey  
Tsawwassen First Nation  
Vancouver  
West Vancouver  
White Rock

APPENDIX C

NOMINATIONS<sup>1</sup> FOR THE 2011/2012 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate<sup>1</sup> a candidate and we nominate:

Name: \_\_\_\_\_

Position in local government:       Mayor                       Councillor                       Director

Municipality or Regional District represented: \_\_\_\_\_

Nominated for:       Director At Large                       Vancouver Metro Area Representative

NOMINATED BY:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Mun/RD: \_\_\_\_\_ Mun/RD: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws<sup>2</sup>.

CANDIDATE:

Name: \_\_\_\_\_

Position in local government:       Mayor                       Councillor                       Director

Municipality or Regional District represented: \_\_\_\_\_

Nominated for:       Director At Large                       Vancouver Metro Area Representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TO BE RETURNED BY JANUARY 9, 2012

<sup>1</sup> Nominations require two elected officials of members of the Union [Bylaw 4(b)].

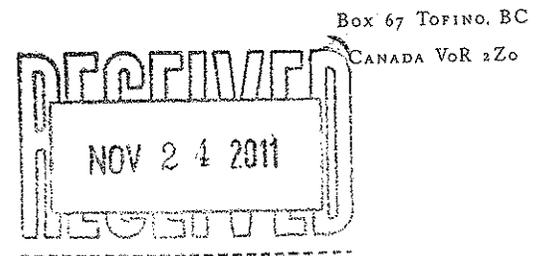
<sup>2</sup> All nominees of the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)]. Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.





November 7, 2011

Alberni Clayoquot Regional District  
Attention: Chairperson, Mr. Glenn Wong  
3008 5<sup>th</sup> Avenue  
Port Alberni, BC  
V9Y 2E3



Dear: Chairperson and Board Members:

As part of the Clayoquot Biosphere Trust's mandate to support the efforts of local communities, we are pleased to update you on our project, Measuring Community Health. We are currently establishing the framework for this initiative, which will follow approximately 20 indicators of health over time.

The Measuring Community Health Project looks at health in its broadest sense. Indicators track environmental, educational and social measures, such as cost of living, access to transportation, high school completion rates, availability of programs for youth and indicators of climate change. Gathering and collating this information and, more importantly, tracking it over time, will help the region celebrate its successes and focus on the places where its valuable resources – time and money – can be focussed in future initiatives. Our intent is clear: to gather information that is relevant, credible and measurable and to share it back with our communities to help set priorities, direct education initiatives, develop action plans and track progress.

At present, the project is in its planning stages. We are developing protocols for gathering, storing and sharing information in ways that are clear and useful, while respecting issues of privacy and cultural concerns. We are discussing the measures with other organizations, both to refine the questions we ask and also to work in partnership. Working together ensures us that work is not duplicated. It also allows us to capitalize on the strengths and previous work of the many organizations within the region.

As well as the planning framework, another short term goal is to release a 2012 "snapshot" of communities within the Biosphere Reserve region to provide a baseline from which our project will build.

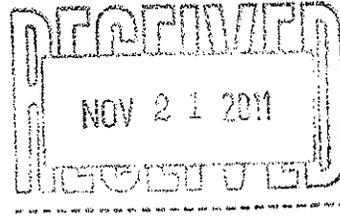
If you have any questions about the project or would like a presentation to your community, please contact the project coordinator, Adrienne Mason at the CBT office ([adrienne@clayoquotbiosphere.org](mailto:adrienne@clayoquotbiosphere.org); 250-725-2219). We welcome your thoughts about the kinds of information that would be particularly useful for your community as well as any information you are already gathering and might be willing to share.

We look forward to hearing your thoughts and ideas.

Respectfully,

A handwritten signature in black ink that reads "Rebecca Hurwitz". The signature is written in a cursive, flowing style.

Rebecca Hurwitz  
Managing Director



**OFFICE OF THE CHAIR**

File: 0400-30 BCFA

*e-mail only: jane.peverett@bcferries.com*

October 27, 2011

Jane L. Peverett  
Chair, Board of Directors  
B.C. Ferry Authority  
c/o British Columbia Ferry Services Inc.  
500 – 1321 Blanshard Street  
Victoria, BC V8W 0B7

Dear Ms. Peverett.

**RE: B.C. FERRY AUTHORITY BOARD OF DIRECTORS NOMINATION**

Further to your letter of July 27, 2011 this is to advise that the Strathcona Regional District hereby nominates Cecil E. Henley of Campbell River for appointment as a director to the BC Ferry Authority Board for the term commencing April 1, 2012. The decision to nominate Mr. Henley was made following evaluation of applications submitted by qualified members of the general public.

By copy of this letter I am advising the Chairs of the other regional districts which comprise the Central Vancouver Island and Northern Georgia Strait appointment area for the BC Ferry Authority.

I trust you find this matter to be in order and look forward to receiving confirmation of the BC Ferry Authority's decision in due course.

Sincerely,

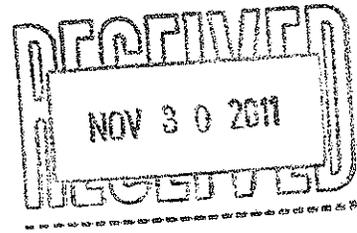
Craig Anderson  
Chair

Enclosure (1)

cc Cecil E. Henley  
Mr. Edwin Grieve, Chair, Comox Valley Regional District  
Mr. Joe Stanhope, Chair, Nanaimo Regional District  
Mr. Colin Palmer, Chair, Powell River Regional District  
Mr. Hira Chopra, Chair, Alberni-Clayoquot Regional District

#301 – 990 Cedar Street, Campbell River, BC V9W 7Z8  
Tel: 250-830-6700 Fax: 250-830-6710  
Toll free: 1-877-830-2990 www.strathconard.ca





Reference: 152958

NOV 18 2011

Glenn Wong, Chair  
and Council representatives  
Regional District of Alberni-Clayoquot  
3008 Fifth Avenue  
Port Alberni BC V9Y 2E3

Dear Mr. Wong and Council representatives:

I am writing to follow up on our meeting of September 28, 2011, at the Union of British Columbia Municipalities (UBCM) 2011 convention. I was pleased to have the opportunity to discuss working jointly with the provincial government to support initiatives that protect Fossil Park, Sproat Lake Park and Great Central Lake in Strathcona Park.

I believe these parks have great potential and I encourage you to develop a long-term vision for the areas. To aid in this development, ministry staff will provide the District with contact information for the land and resource management planning process.

I appreciate the District's concerns regarding waste disposal in Sproat Lake Park and the re-opening of the Sproat Lake sani-station. However, as noted in the meeting, the sani-station is outside of the park boundary and BC Parks is unable to provide funding. I suggest you explore funding alternatives including business support and securing a lease from the provincial government to operate the site. Please let me know if you require further assistance from the Ministry to proceed with this project once you have decided on a course of action.

Thank you again for taking the time to meet with me about these important topics.

Sincerely,

Terry Lake  
Minister of Environment

---

Ministry of  
Environment

Office of the  
Minister

Mailing Address:  
Parliament Buildings  
Victoria BC V8V 1X4

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



# Gas Tax/Public Transit Management Services

...delivering the federal gas tax and public transit agreement funding in British Columbia

UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIES

Administration provided  
By UBCM

Funding provided by:  
Government of Canada

**Canada**

In partnership with:



Gas Tax/Public Transit  
Management Services  
Secretariat

Local Government House  
525 Government  
Victoria BC V8V 0A8

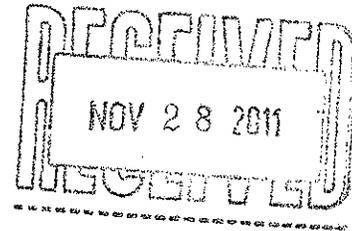
Phone: 250 356-5134  
Fax: 250 356-5119

Website:

www.ubcm.ca  
under  
Funding Programs/  
Gas Tax Fund/  
Programs

November 24, 2011

Chair & Board  
Alberni-Clayoquot Regional District  
3008 Fifth Ave  
Port Alberni, BC V9Y 2E3



Dear Chair & Board:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

I am pleased to advise that UBCM is in the process of distributing the second of two Community Works Fund (CWF) payments for fiscal 2011. An electronic transfer of \$226,034.56 is expected to occur on November 29, 2011. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see Addendum #1 of your Agreement).

CWF are made available to eligible local governments by the Government of Canada pursuant to the Agreement on the Transfer of Federal Gas Tax Revenues between UBCM and the governments of Canada and British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories and that are in keeping with the Agreement's intended outcomes of reduced greenhouse gas emissions, cleaner air and cleaner water.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and on our web site at [www.ubcm.ca](http://www.ubcm.ca).

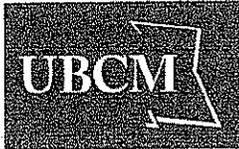
For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at [bfelker@ubcm.ca](mailto:bfelker@ubcm.ca) or by phone at 250-356-0893.

Sincerely,

Heath Slee  
President

pc: Teri Fong, Finance Manager





## Provincial Legislation 2011

### ***Auditor General for Local Government Act (Bill 20, 2011) Introduced***

#### **Summary and Timing**

Minister Ida Chong introduced the *Auditor General for Local Government Act* (Bill 20, 2011) in the Legislative Assembly today.

The Bill is available at:

[http://www.leg.bc.ca/39th4th/1st\\_read/gov20-1.htm](http://www.leg.bc.ca/39th4th/1st_read/gov20-1.htm)

The Bill provides the mandate, powers and duties of the Auditor General for Local Government (AGLG), establishes an audit council, and sets out an administrative and accountability structure for both.

If enacted, the audit mandate for the AGLG would consist of performance audits of the operations (see definitions) of municipalities, regional districts, greater boards (i.e., Greater Vancouver Water District and Greater Vancouver Sewerage and Drainage District), and any organization that, under generally accepted accounting principles, is controlled by a municipality, regional district or greater board. Additional entities may be added to this audit mandate by Cabinet regulation.

The Bill was introduced on the last day of the current Legislative Session, and as a result, is not expected to receive Royal Assent this Session. UBCM's understanding is that the Legislature will adjourn at the end of the day, and any Bills currently in process, including Bill 20, will be considered in the Spring Session, which we expect will begin in February, 2012.

### **Key Provisions in the Bill**

The following is a summary of key provisions in the Bill, and it is not intended to be exhaustive. For certainty with respect to the proposed provisions, please refer to the Bill.

#### **AUDITOR GENERAL, EMPLOYEES AND DELEGATION (SECTIONS 2, 5-7, 11, 12)**

- The AGLG is appointed by Cabinet on the Minister's recommendation, after the Minister has considered the recommendations of audit council; only a qualified individual (see definitions) may be appointed; appointment term is 5 years and an AGLG may not be appointed for more than 2 consecutive terms; a similar process to suspend or remove the AGLG in limited circumstances and appoint an acting AGLG is set out; and
- The AGLG may appoint a deputy and other employees, retain other persons, and delegate most powers or duties.

#### **AGLG MANDATE AND PERFORMANCE AUDITS (SECTIONS 3, 4, 13-17, 23, 24)**

- The AGLG's mandate and powers are focussed on performance audits and recommendations;
- Performance audits are conducted "to provide local governments with objective information and relevant advice that will assist them in their accountability to their communities for the stewardship of public assets and the achievement of value for money in their operations";
- The AGLG decides what performance audits are to be conducted, but these must be in accordance with the annual service plan;

- Performance audits consist of a review of specific operations of a local government to evaluate such things as the extent to which: operations are undertaken economically, efficiently and effectively; or procedures to monitor economy, efficiency and effectiveness are sufficient;
- Performance audit reports must provide recommendations arising from the review to the local government; the local government is given an opportunity to comment on the proposed audit report, and a summary of the local government's comments must be included in the final audit report, which must be published by the AGLG;
- The AGLG may provide information about recommended practices arising from performance audits that may be applicable or useful to other local governments;
- If permitted by regulation, and if this does not interfere with other audits, the AGLG may undertake a performance audit for a local government upon its request;
- The AGLG may not call into question the merits of policy decisions or objectives of a local government;
- The AGLG may not act as a financial/attest auditor for a local government;
- The AGLG must be provided access to things like records and information needed to conduct a performance audit and may compel persons to answer questions or produce records;
- Confidentiality provisions are included for audit information, proposed reports and proposed comments.

#### **AUDIT COUNCIL (SECTIONS 18-21)**

- At least 5 audit council members are appointed by Cabinet for terms of up to 3 years, on the Minister's recommendation, after the Minister has consulted with UBCM, and representatives of business, taxpayers and local government professionals; members must have knowledge, skills, education or experience in one or more of: accounting, auditing, or local, regional or provincial governance; and
- The role of the audit council is to: make recommendations for the AGLG appointment, suspension or removal and appointment of an acting AGLG; comment on and recommend changes to the annual service plan; comment on AGLG reports, including performance audit and annual reports; disseminate information about performance audit report recommendations and recommended practices; and review and monitor the performance of the AGLG, including having a statement on the AGLG's performance included in the annual report.

#### **ANNUAL SERVICE PLAN, ANNUAL REPORT, ANNUAL AUDIT AND BUDGET PROVISIONS (SECTIONS 8, 9, 10, 22, 25, 26)**

- AGLG must submit to Treasury Board an annual estimate of costs; Treasury Board may adjust the estimate before approving it;
- AGLG must annually prepare financial statements, which must be audited by an independent auditor appointed by the Minister;
- AGLG must prepare an annual service plan, including at least: the approved estimate; for each of the current and two future years, its goals and objectives, and measures to determine progress respecting these, general criteria to determine the need for and priority of performance audits, and themes on which performance audits may be based;
- AGLG must prepare, in respect of the previous year, an annual report, including at least: the activities of the AGLG; the audited financial statements; and progress in relation to the goals, objectives and measures established for that year in the annual service plan;
- AGLG may prepare other specified reports; and
- Reports must be distributed to audit council, and in some cases, the Minister, and all must be published.

### **Consistency with Policy Paper principles**

The UBCM membership considered a Municipal Auditor General Policy Paper at the 2011 Convention, and endorsed the following resolution:

*THEREFORE BE IT RESOLVED that UBCM, while disagreeing on the necessity to create an office of the Municipal Auditor General, due to the fact that requirements of such an office are already met under existing local government legislation and regulations, endorse in principle the policy paper and instruct the UBCM Executive to continue negotiations with the provincial government.*

The Policy Paper set out a number of principles intended to guide policy development for this initiative. The following identifies how key elements of the Bill relate to these principles.

#### ***Consultation between the province and local governments is critical***

- UBCM has been consulted on the drafting of the legislation.
- UBCM must be consulted prior to audit council appointments.

#### ***Changes should build on existing systems, avoid duplication and meet specific objectives***

- The AGLG is specifically precluded from undertaking audits currently required under local government legislation (i.e., financial audits now performed by independent auditors).

#### ***System changes should maximize public accountability benefits while respecting local autonomy and recognizing local capacity***

- Performance audit provisions treat each local government as a separate government entity, thereby respecting local autonomy.
- The legislation requires the Province to pay the cost of the AGLG, which recognizes the limited financial capacity of some local governments to support these additional costs.

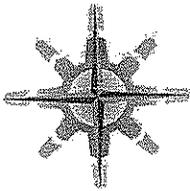
#### ***Legislative empowerment of a MAG should not exceed that typical of a federal or provincial AG***

- The legislation prohibits the AGLG from calling into question the merits of policy decisions or objective of a local government.
- Performance audit provisions and powers in relation to this do not appear to exceed those provided to the Provincial Auditor General.

#### ***Administrative and governance structures should strike a balance between auditor independence and auditor accountability to the governments within its audit mandate***

- Auditor independence is provided through provisions such as fixed terms of office and providing AGLG the sole discretion to choose which audits to undertake.
- Auditor accountability is provided through the annual service plan and report requirements, as well as audit council responsibility to monitor the AGLG's performance.
- Composition of the audit council is not consistent with the Policy Paper's recommendation that the AGLG be accountable to the local governments within the audit mandate. The Policy Paper recommended this be achieved through appointment of audit council representatives from the local government system, which is also consistent with existing Canadian precedent for Municipal Auditors' General.
- Instead, the legislation provides for audit council appointments by Cabinet, upon the recommendation of the Minister, after consultation with a range of interests. Appointees must have knowledge or expertise in at least one of a number of specific areas, but there is no requirement that appointees be representatives of the local government system. Consequently, the approach taken in the legislation is both inconsistent with existing precedent, and inconsistent with the Policy Paper's principle that the AGLG be accountable to local governments within its audit mandate.





FIRST NATIONS SUMMIT

**Regional Community to Community Forum**

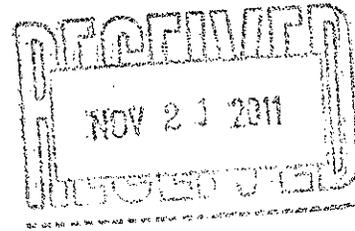
Administration provided by UBCM and First Nations Summit

Funding provided by the Ministry of Community, Sport & Cultural Development and Indian and Northern Affairs Canada (BC Region)

Please direct all correspondence to:

Local Government House  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca  
Phone: (250) 356-5134  
Fax: (250) 356-5119



November 14, 2011

Chair Glenn Wong and Board  
Regional District of Alberni-Clayoquot  
3008 Fifth Avenue  
Port Alberni, British Columbia, V9Y 2E3

**RE: Completion of 2010/11 (Spring) Community to Community Forum**

Dear Chair Wong and Board,

Thank you for submitting the final report and revised financial summary for the Regional District of Alberni-Clayoquot's Community to Community Forum event held on October 13, 2011.

It is clear the event achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the nine First Nations and local governments, and other agencies, that attended.

The final report notes a total eligible expenditure of \$5,402.02. Based on this, a final payment will be issued in the amount of \$ 1,026.01. This amount is based on 50% of the total eligible expenditure, minus the initial payment of \$1,675.00 made in September 2011.

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the Regional District of Alberni-Clayoquot on the success of your event and hope that you will consider applying under this program again in the future.

Sincerely

Peter Ronald  
Programs Officer

cc: Wendy Thompson, Manager of Administrative Services, Regional District of Alberni-Clayoquot



## Board members recognized for service

The Board recognized Barry Avis (Qualicum Beach) and Tim McGonigle (Lake Cowichan) for their eight years of service on the Board of Vancouver Island Regional Library. Under legislation, members can only serve a maximum of eight years on the Board.

The Board also recognized 14 members who will not be returning in 2012, as follows:

- Marcia Turner (Comox)
- Ray Cadorette (Duncan)
- Bruce Whittington (Ladysmith)
- Bill Holdom (Nanaimo)
- Dave Haywood (North Cowichan)
- Gail Neely (Port Alice)
- Scott White (Port Hardy)
- Shelley Downey (Port McNeill)
- Gladys Noddin (Queen Charlotte)
- Debbie Coates (Sayward)
- Jeannette Hughes (Sidney)
- Ron Dumont (Sooke)
- Martin Davis (Tahsis)
- Rose Zilliken (Tofino)

## Sooke Library Manager introduced

Adrienne Wass, the new library manager of the Sooke branch was introduced to the Board. She has been working at the branch as a customer service librarian since May 2011 and was previously employed at the Greater Victoria Public Library, Legislative Library of British Columbia, University of Western Ontario, and Winnipeg Public Library. She received her MLIS degree from the University of Western Ontario in 2002.

## I ♥ my library teen video contest winners honoured

Jamie Ruddick and Josh Richardson, from Nanaimo, and David Krisner, from Comox—first prize winners in the 'I Love My Library' teen video contest Age 16-18 and Age 13-15 categories, respectively—were honoured by Board members and awarded a certificate of recognition and \$500 each. The teens were praised for their creative talent and technical abilities. Winning entries for both age groups can be viewed on the VIRL web-site at <http://virl.bc.ca/news/teen-video-contest-winners>.

## Funding for children's literacy initiatives

For the 2010/11 budget year, VIRL received a \$46,324 Ministry of Education Literacy/Equity Grant from PLSB, a \$15,000 Times Colonist Raise-a-Reader grant, and a number of one-time grants from various local groups that helped provide financial support to develop Literacy Kit materials, computers loaded with educational software for children, and Kindergarten Readiness Kits.

## Facilities update

Facility development is guided by the Consolidated Facilities Master Plan, approved by the Board in June 2010. A long-term funding plan was approved by the Board in November 2010.

**Bella Coola:** The current landlord has issued a notice of eviction, effective November 30, which will result in a temporary closure of the branch. Saturday, November 26, was the last day of service in that location. Meanwhile, the lease with the Bella Coola Valley Co-op has been finalized and work is underway to renovate the space to house the branch. Tender documents have been issued for furniture and fixtures. Service in the new location is expected to resume early in the new year.

**Cumberland:** Development of the new branch has been delayed due to a legal dispute between the landowner and a third party.

**Lake Cowichan:** Donations of building materials are being solicited to help offset costs. Tender documents are being prepared, and the development permit and development variance permit for parking have been submitted to the Town of Lake Cowichan.

**Nanaimo North:** Design work continues to evolve; the development permit application will be the next significant step.

**Quadra Island:** VIRL has taken possession of the premises in Quathiaski Cove. The landlord is completing leasehold improvements, and tender documents for furnishings and shelving have been issued.

**Sooke:** Sooke will be the first branch to fall under the revised facilities policy for new or expanded branches. A joint public consultation will be scheduled for community input and, upon completion, a request for proposals will be developed and issued.

## 2012 Board meeting dates

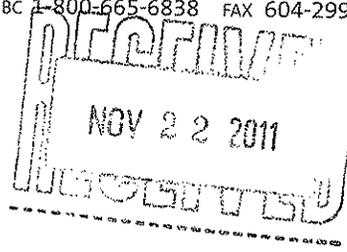
- January 28 – Annual General Meeting
- March 31
- June 9
- September 15
- November 24



Canadian Office and Professional Employees Union Local 378  
2nd Floor, 4595 Canada Way, Burnaby, BC V5G 1J9  
TEL 604-299-0378 TOLL FREE IN BC 1-800-665-6838 FAX 604-299-8211 www.cope378.ca

November 18, 2011

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



I am pleased to be sending you a copy of "From Policy to Power: Real Solutions for BC Hydro." This alternative BC Hydro rate review report is a response from a group of energy and public policy experts who feel the August 2011 Hydro rate review failed to make recommendations to address the real drivers behind Hydro rate increases. The paper is also available online at <http://cope378.ca/alternative-rate-review>.

From Policy to Power gives an opportunity for public policy and energy experts whose research and opinions were ignored by the first review a chance to make recommendations. We feel the recent revelations by the Auditor General around deferral accounts gives this matter even greater urgency.

The research in this report fills in missing pieces in the debate over the future of our public utility. In his paper, economist Dr. Marvin Shaffer points out how the "self-sufficiency" and "insurance" requirements have unnecessarily driven up the cost of energy while diminishing the value of BC Hydro's hydroelectric system.

Second, political scientist and author John Calvert and former BC Hydro board member and public policy professor Marjorie Griffin Cohen analyze key energy policy initiatives since 2002. Looking to the future, they identify key challenges BC Hydro will face if it intends to keep rates down.

The final contribution to our report comes from Colin Fussell, a former regulatory manager at BC Hydro and expert witness at the BC Utilities Commission, who provides a piece-by-piece analysis of the August report and notes what it missed.

I hope that BC Hydro and the BC government will carefully review the conclusions of this alternate rate review in order to make the best decisions for the future of our public utility, and our province. If you have any questions, please don't hesitate to contact me.

Thank you,

David Black  
President, COPE 378



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
NOVEMBER, 2011**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family													0	0
Mobile Homes							1	3,000					1	3,000
Multi-Family													0	0
Adds&Rens							1	8,000					1	8,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellaneous													0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>11,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>11,000</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
NOVEMBER, 2011 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	2	396,582	0	0	8	1,222,925	5	1,428,255	8	2,831,438	2	609,254	25	6,488,454
Mobile Homes	0	0	0	0	0	0	1	3,000	2	43,727	0	0	3	46,727
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	1	40,000	2	15,500	10	525,500	5	63,000	4	189,500	22	833,500
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
Miscellaneous	6	121,820	1	40,000	12	152,823	16	306,317	13	320,857	15	379,500	63	1,321,317
<b>Totals</b>	<b>8</b>	<b>518,402</b>	<b>2</b>	<b>80,000</b>	<b>22</b>	<b>1,391,248</b>	<b>32</b>	<b>2,263,072</b>	<b>28</b>	<b>3,259,022</b>	<b>21</b>	<b>1,178,254</b>	<b>113</b>	<b>8,689,998</b>

WOODSTOVE INSPECTIONS	BAMFIELD		BEAUFORT/BEAVER CREEK		LONG BEACH		SPROAT LAKE		CHERRY CREEK		TOTAL	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
			2		1		3		6		12	

YEAR TO DATE	TOTAL YEAR		YEAR TO DATE		TOTAL YEAR	
	#	VALUE	#	VALUE	#	VALUE
2010	146	21,355,170	149	21,524,170		
2009	123	11,302,380	123	11,302,380	79	3,332,812
2008	144	16,872,606	147	22,682,130	1998	73
2007	158	14,419,767	163	15,007,877	1997	104
2006	153	14,659,250	161	15,909,705	1996	123
2005	134	12,803,924	138	12,962,379	1995	116
2004	129	10,959,254	133	11,036,854	1994	147
2003	91	6,677,542	97	6,925,356	1993	159
2002	69	2,670,126	76	2,986,134	1992	170
2001	82	5,329,780	89	5,790,126	1991	125
2000	83	4,010,339	88	4,095,339	1990	116



**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of December 1, 2011**

No.	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Nov. 24/10 BD	Apply for Infrastructure Planning Grants for Cherry Creek and Beaver Creek Water	Janice	Submitted December 2/10 – Awaiting decision – Fall 2011
	Dec. 10/10 BD	Apply for funding through the Gas Tax General Priority fund for Sugsaw Lake upgrade and Beaver Creek Water booster pump station	Janice	Submitted – April 29/11 Awaiting decision – Fall 2011 Discussed support with Minister at UBCM
2.	Jan. 12/11 COW	Submit application for funding for the Debris Deflection Berm (Woosley Road)	Janice	Submitted – Jan. 14/11 Awaiting decision
3.	Feb. 9/11 WC	Meet with Dave McVetty, Superintendent, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport	Russell	Met with Mr. McVetty – Work in Progress– Keeping PRNP up to date on water supply
4.	June 22 <sup>nd</sup> BD	The Board approved retaining the services of VIU to conduct a survey on the West Coast – Proceed with survey	Russell/Teri	VIU analyzing
5.	June 22 <sup>nd</sup> BD	The Board approved the sewage works to collect and treat waste from the BC Parks lease space at the Long Beach Airport	Russell	Plan developed, work to commence
6.	Sept. 14 <sup>th</sup> COW	Directors approved proceeding with the evaluation of the Board Room at an expense of \$3,600.00 plus taxes – Proceed with evaluation	Russell	In Progress
7.	Oct. 5 <sup>th</sup> BD	Invite BC Hydro to meet to discuss Climate Action Program	Wendy	Invitation sent
8.	Oct. 26 <sup>th</sup> BD	The Board adopted Bylaw A1071, Long Beach Airport Authority – Proceed with developing the Authority	Wendy	Proceeding – January 2012
9.	Oct. 26 <sup>th</sup> BD	The Board approved the general terms of the water service agreement with the Tseshaht First Nations to provide a hydrant and water service connection for the SLVFD Hall #3 – Proceed with Agreement	Russell	All permits in place- Tender results to Dec. 9 <sup>th</sup> Board Meeting (extra agenda)
10.				

No.	Date	Action Item	Assigned to	Target Date/Update
11.	Nov. 9 <sup>th</sup> COW	Directors approved moving forward with Neilson-Welch on Phase 2 of the First Nations Service Participation Project in the amount of \$5,000.00 – Advise Consultants to proceed with Phase 2	Russell	Consultants met with staff HFN and UFN Nov. 17 <sup>th</sup> – Draft report in progress
12.	Nov. 9 <sup>th</sup> COW	Arrange a meeting between the new ACRD Board, Huu-ay-aht First Nation and Ucluelet First Nation to discuss the next steps in the transition process	Russell	In Progress
13.	Nov. 23 <sup>rd</sup> BD	Forward letter to Mark Harvey, Ministry of Forests, Lands and Natural Resource Operations advising that the ACRD Board has agreed to proceed with a sponsored crown grant for the Ahousaht First Nation cemetery	Wendy	Done
14.	Nov. 23 <sup>rd</sup> BD	Staff proceed with assisting the CCID in examining the potential impacts of converting to a local service area of the ACRD and apply for provincial funding (\$5,000) to conduct a conversion analysis	Russell	Done
15.	Nov. 23 <sup>rd</sup> BD	Advise the City of Port Alberni that Director Wong has been appointed to the RCMP Recruitment Panel	Wendy	Done
16.	Nov. 23 <sup>rd</sup> BD	Arrange a Special Board of Directors meeting for Friday, December 9 <sup>th</sup> , immediately following the Regular Board of Directors meeting to appoint the Area "A" Director	Wendy	Arranged
17.	Nov. 23 <sup>rd</sup> BD	Bylaw A1073, Board Remuneration, Expenses and Benefits Bylaw was deferred – Provide more detailed information to the Board on the proposed changes recommended by the Review Committee	Wendy/ Teri	January 2012 Board of Directors Meeting
<b>Finance Department</b>				
18.	Nov. 23 <sup>rd</sup> BD	Award a Special Events Grant in the amount of \$1,000.00 to the Alberni Valley Wrestling Club	Teri	Done
19.	Nov. 23 <sup>rd</sup> BD	Investigate Bill 8 (as outlined in the UBCM report) and the possibility of withdrawing from the BC Transit Service under this bill	Teri	Investigating

No.	Date	Action Item	Assigned to	Target Date/Update
<b>Environmental Services Department</b>				
20.	June 6/08	Bamfield Liquid Waste Management Infrastructure Planning Grant	Russell/ Lori	Find consultant to provide options - Map of outfalls into Bamfield and Grappler Inlets – Done
21.	Sept. 16/09 AV	Work with City of PA Staff on Bell Road/Stuart Ave. Water and continue investigating infrastructure grants	New Manager	\$10,000 grant received – proceeding with draft design/cost – meeting with Engineer to follow
22.	Oct. 1/09	East Bamfield Waste Transfer Site Re-use shed at Waste Transfer Site	Rob	Bids being secured
23.	Apr. 6/10	West Bamfield Harbour Authority Dock Improvements (ICET)	New Man/ Janice	Work to be completed in 2011 – Report to follow
24.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
25.	May 13/10	Mapping of Bamfield Water System, Infrastructure Planning Grant	Mike/ Lori	Underwater system map completed by John Mass. Mapping of Meters and new infrastructure two thirds complete
26.	Sept. 8/10 WC	Investigate options for implementing passenger and airport improvement fees at the Long Beach Airport	New Manager	Investigate with the Long Beach Airport Authority (when formed)
27.	Sept. 8/10 WC	Investigate the possibility of leasing property at the long Beach Airport for TFN to drill a well for water to their reserve	Russell	Reviewing alternatives – ongoing
28.	Oct. 13/10 COW	Work with Tofino Air on details of their request for a new lease at the Long Beach Airport	New Manager	January 2012
29.	Apr. 27 <sup>th</sup> BD	Put forward to the COW the request from the Air Quality Council to: 1. Establish Alternatives to Burning & 2. Develop Guidelines for Best Burning Practices	Janice/ Rob	November 2011
30.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Russell	Meeting forthcoming

No.	Date	Action Item	Assigned to	Target Date/Update
	July 27 <sup>th</sup> BD	The Board approved awarding the contract to GW Solutions to undertake the Hydrogeological Groundwater Evaluation at the Long Beach Airport for a maximum cost of \$65,216,000 including HST – Award Contract	Russell	Drilling complete – Report forthcoming
31.	Sept. 21 <sup>st</sup> WC Comm	Investigate options/implications on the future of the water landing strip at the Long Beach Airport and report back to the West Coast Committee	Russell/ Wendy	Report to January WC Committee Meeting
32.	October 26 <sup>th</sup> BD	Submit an application to the Community Recreation Program for the construction of the China Creek Bridge (20% balance to be paid through the Alberni Valley budget)	Janice	In Progress
33.	Oct. 26 <sup>th</sup> BD	Submit an application to the Community Recreation Program for the construction of the Faber Road Trail	Janice	In Progress
34.	Oct. 26 <sup>th</sup> BD	Submit application to the Community Recreation Program for the implementation of Long Train Trail signage	Janice	In Progress
35.		<b>Planning Department</b>		
36.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2011
	June 1/09	Bamfield OCP Review	Mike	Working with VIU – Public Open House held November 3 <sup>rd</sup>
37.	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	Mike	Investigating
38.	n/a	Airport Zone Bylaw – AV Airport/Long Beach Airport	Mike	In progress
39.	n/a	Alberni Valley OCP Review	Mike	In progress
40.	Apr. 27 <sup>th</sup> BD	The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed	Mike	Meeting held October 12 <sup>th</sup>
41.				

No.	Date	Action Item	Assigned to	Target Date/Update
42.	Aug. 10 <sup>th</sup> COW	Added to Action List: Provide the Bamfield Community Hall Association with information (including regulations) on building a new hall at Bamfield Centennial Park	Mike	Working with Community Hall Association
43.	Nov. 9 <sup>th</sup> COW	Directors approved the staff recommended changes to the noise bylaws for Sproat Lake, Cherry Creek and Beaver Creek – Prepare amended bylaws for consideration by the ACRD Board	Mike	January Board
44.	Nov. 23 <sup>rd</sup> BD	The Board is considering denying Development Variance Application DVA11007 (Boyes) Haggard Cove – Provide the applicant the opportunity to address the ACRD Board	Mike	Applicant presenting at the December 9 <sup>th</sup> Board Meeting

Issued: December 1, 2011





**MEMORANDUM**

**To:** Board of Directors  
**From:** Janice Hill  
**Date:** December 9, 2011  
**Subject:** Update on Grant Applications and Funding

With 2011 coming to a close, I thought you may like an update on the ACRD's Grant applications, and funding we have received to date.

Since 2009 we have been awarded 20 grants totalling \$5,007,104.28. Thirteen of these projects have been completed, and 7 are in progress. Currently we have 8 applications submitted which we are awaiting a decision. We are working on 3 applications to the Community Recreation Program and 1 for the Age-Friendly Community Planning and Projects Program.

Below is a list outlining the applications and funding. If you would like more information please feel free to contact me.

**Completed Projects**

<b>Project Name</b>	<b>Funding Source</b>	<b>Funding Received</b>
Alberni Valley Agricultural Plan	Investment Agriculture Foundation of BC	\$30,000.00
Bamfield Water Upgrade	Towns for Tomorrow	\$160,000.00
Cherry Creek & Beaver Creek OCP	ACT Grants	\$5,000.00
Community to Community Forum	Community to Community Forum 2010/11	\$2,625.50
Community to Community Forum	Community to Community Forum 2011/12	\$2,701.01
Cougar Smith Community Park - Playground Equipment	Recreational Infrastructure Canada	\$14,881.00
Debt Servicing	Union of British Columbia Municipalities	\$110,000.00
Risk Management	Municipal Insurance Association (2009)	\$2,793.00
Risk Management	Municipal Insurance Association (2010)	\$2,793.00
Sproat Lake Marine Patrol	Transport Canada - Boating Safety Awareness program (2010)	\$19,531.04
Sproat Lake Marine Patrol	Transport Canada - Boating Safety Awareness program (2011)	\$17,500.00
Sproat Lake Trails	Union of British Columbia Municipalities	\$76,195.00
Supporting Treaty Implementation Pilot Project	Union of British Columbia Municipalities	\$4,476.73
Long Beach Airport Terminal Building Addition and Services	Infrastructure Stimulus Fund	\$503,000.00
<b>Total</b>		<b>\$951,496.28</b>

Members: City of Port Alberni, District of Ucluelet, District of Tofino  
 Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), and "F" (Cherry Creek)

**Projects in Progress**

Project Name	Funding Source	Funding Awarded
Bamfield Liquid Waste Management Plan Study	Infrastructure Planning Grant	\$10,000.00
Bamfield Water System Assessment	Infrastructure Planning Grant	\$10,000.00
Bamfield - West Bamfield Dock Improvements	ICET	\$50,000.00
Sproat Lake Liquid Waste Management Plan Study Grant	Infrastructure Planning Grant	\$10,000.00
Bell Road Stuart Avenue Water Upgrade	Infrastructure Planning Grant	\$ 10,000.00
SLVFD - Harold Bishop Fire Hall Seismic Upgrade	Towns for Tomorrow	\$204,700.00
Tofino-Ucluelet Airport - Runway 11-29 Rehabilitation Projects	Airport Capital Funding Program	\$3,760,908.00
<b>Total</b>		<b>\$4,055,608.00</b>

**Current Applications**

Project Name	Funding Source	Amount Requested
Alberni Valley Regional Water Supply System Implementation	Infrastructure Planning Grant	\$10,000.00
Bamfield Water System Upgrade (Sugsaw Lake Intake)	Gas Tax GSPF & IF Funds	\$257,600.00
Beaver Creek Booster Pump Station	Gas Tax GSPF & IF Funds	\$884,800.00
Beaver Creek Water System Assessment	Infrastructure Planning Grant	\$10,000.00
Cherry Creek Water System Assessment	Infrastructure Planning Grant	\$10,000.00
Debris Deflection Berm	Flood Protection Program	\$140,700.00
Long Beach Airport Navigational Aids	ICET	\$169,000.00
<b>Total</b>		<b>\$1,492,100.00</b>

With the assistance of this funding we have been able to provide infrastructure improvements, services, develop better relations with the local first nations, contribute to local recreation, agriculture and planning in the Alberni-Clayoquot Regional District.

Submitted by:   
 Janice Hill, Environmental Services Assistant

Approved by:   
 Russell Dysor, Chief Administrative Officer

Members: City of Port Alberni, District of Ucluelet, District of Tofino  
 Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), and "F" (Cherry Creek)



## REQUEST FOR DECISION

**To:** Regional Board of Directors  
**From:** Charity Hallberg Dodds, Planning Assistant  
**Meeting Date:** December 9, 2011  
**Subject:** Sproat Lake APC Appointment

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**Recommendation:**

That the Board of Directors appoint Joe Lamoureux to the Sproat Lake Advisory Planning Commission.

**Background:**

A member of the Sproat Lake APC has resigned due to illness of a family member, therefore leaving a seat available. The remaining members, as well as the Director, welcome the opportunity for representation from a member of the Sproat Lake Volunteer Fire Department.

Submitted by: \_\_\_\_\_

*CH Dodds*  
Charity Hallberg Dodds

Approved by: \_\_\_\_\_

*per Russell Dyson*  
Russell Dyson, Chief Administrative Officer





**MEMORANDUM**

**TO:** Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** December 1, 2011  
**RE:** Finance Warrant No.511

**Recommendation:**

That the Board of Directors approves Finance Warrant Number 511 in the amount of \$743,477.55 dated November 30, 2011.

**Chief Administrative Officer Comments:**

Concur

**IMPLICATIONS OF THE RECOMMENDATION**

1. GENERAL

That the 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, CGA, Manager of Finance

  
\_\_\_\_\_

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



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Supplier : 0001 To 9193  
 Trans. Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3

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	
<b>0030</b>	<b>ACKLANDS-GRAINGER INC.</b>						
31426	15-Nov-2011		Issued	179	C	143.51	
4354 0491770	01-4-2500-000	PAYABLES - TRADE			143.51		
Invoice Description ->		LBA - CLEANING SUPPLIES					
<b>Total :</b>					143.51	0.00	143.51
31528	28-Nov-2011		Issued	188	C	83.73	
43540492442	01-4-2500-000	PAYABLES - TRADE			83.73		
Invoice Description ->		BWS - SAFETY SUPPLIES					
<b>Total :</b>					83.73	0.00	83.73
<b>Supplier Total :</b>					227.24	0.00	227.24
<b>1873</b>	<b>ADSS DRY GRAD 2012</b>						
31493	23-Nov-2011		Issued	186	C	250.00	
DRIVE2011	01-4-2500-000	PAYABLES - TRADE			250.00		
Invoice Description ->		CHRISTMAS PARTY - DRY GRAD DRIVERS					
<b>Total :</b>					250.00	0.00	250.00
<b>Supplier Total :</b>					250.00	0.00	250.00
<b>0035</b>	<b>AKERLEY, CARMEN</b>						
31481	23-Nov-2011		Issued	186	C	459.23	
CANOV19	01-4-2500-000	PAYABLES - TRADE			459.23		
Invoice Description ->		ELECTION OFFICIAL 2011					
<b>Total :</b>					459.23	0.00	459.23
<b>Supplier Total :</b>					459.23	0.00	459.23
<b>0163</b>	<b>ALBERNI CHRYSLER LTD</b>						
31428	15-Nov-2011		Issued	179	C	202.26	
52648	01-4-2500-000	PAYABLES - TRADE			202.26		
Invoice Description ->		JEEP LIBERTY - BATTERY REPLACED					
<b>Total :</b>					202.26	0.00	202.26
<b>Supplier Total :</b>					202.26	0.00	202.26
<b>0060</b>	<b>ALBERNI COMMUNICATIONS &amp; ELECTRONICS</b>						
31483	23-Nov-2011		Issued	186	C	189.28	
10072	01-4-2500-000	PAYABLES - TRADE			189.28		
Invoice Description ->		BUILDING INSPECTION - REPLACEMENT CELL PHONE					
<b>Total :</b>					189.28	0.00	189.28

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Supplier : 0001 To 9193  
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 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 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			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				189.28	0.00	189.28

0044	ALBERNI TOYOTA					
31427	15-Nov-2011	Issued	179	C	139.51	
TOCS34950	01-4-2500-000	PAYABLES - TRADE		139.51		
Invoice Description --> YARIS MAINTENANCE - OIL LUBE & FILTER - COMPLETE VEHICLE INSPECTION						
<b>Total :</b>				139.51	0.00	139.51
<b>Supplier Total :</b>				139.51	0.00	139.51

0095	ALBERNI VALLEY CHAMBER OF COMMERCE					
31484	23-Nov-2011	Issued	186	C	8974.76	
SEPT11HOTEL	01-4-2500-000	PAYABLES - TRADE		8974.76		
Invoice Description --> SEPTEMBER HOTEL ROOM TAX						
<b>Total :</b>				8974.76	0.00	8974.76
<b>Supplier Total :</b>				8974.76	0.00	8974.76

0458	ALBERNI VALLEY WRESTLING CLUB					
31529	28-Nov-2011	Issued	188	C	1000.00	
AVWSPEVENTGR2	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> SPECIAL EVENT GRANT 2011 - FOR 2012 TOURNEY						
<b>Total :</b>				1000.00	0.00	1000.00
<b>Supplier Total :</b>				1000.00	0.00	1000.00

0052	ANDERSON, MELANIE					
31482	23-Nov-2011	Issued	186	C	459.23	
MANOV19	01-4-2500-000	PAYABLES - TRADE		459.23		
Invoice Description --> ELECTION OFFICIAL 2011						
<b>Total :</b>				459.23	0.00	459.23
<b>Supplier Total :</b>				459.23	0.00	459.23

0336	ARCPRINT AND IMAGING					
31429	15-Nov-2011	Issued	179	C	98.00	
N008095	01-4-2500-000	PAYABLES - TRADE		98.00		
Invoice Description --> PLOTTER SUPPLIES						
<b>Total :</b>				98.00	0.00	98.00
<b>Supplier Total :</b>				98.00	0.00	98.00

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 Trans. Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
0503	BAMFIELD CENTENNIAL PARK	31474	15-Nov-2011	Issued	179	C			3248.00
		3651	01-4-2500-000				3248.00		
		Invoice Description -> AVRA - DITCHING							
<b>Total :</b>							3248.00	0.00	3248.00
<b>Supplier Total :</b>							3248.00	0.00	3248.00

0503	BAMFIELD CENTENNIAL PARK	31386	04-Nov-2011	Issued	176	C			6000.00
		BC11GRANT	01-4-2500-000				6000.00		
		Invoice Description -> 2011 OPERATING GRANT							
<b>Total :</b>							6000.00	0.00	6000.00
<b>Supplier Total :</b>							6000.00	0.00	6000.00

0556	BARKLEY SOUND MANAGEMENT	31430	15-Nov-2011	Issued	179	C			5600.00
		2011-11	01-4-2500-000				5600.00		
		Invoice Description -> SB MGMT & SECURITY OCTOBER 16 TO NOVEMBER 15, 2011							
<b>Total :</b>							5600.00	0.00	5600.00
<b>Supplier Total :</b>							5600.00	0.00	5600.00

0660	BC HYDRO	31431	15-Nov-2011	Issued	179	C			8191.21
		115005341244	01-4-2500-000				970.66		
		Invoice Description -> SALMON BEACH - 1111 SEVENTH AVE METER							
		15000108435	01-4-2500-000				980.07		
		Invoice Description -> SALMON BEACH - 1194 FOURTH AVE - GATE							
		400001782499	01-4-2500-000				6240.48		
		Invoice Description -> HYRDO - ACRD CONSOLIDATED							
<b>Total :</b>							8191.21	0.00	8191.21

0660	BC HYDRO	31485	23-Nov-2011	Issued	186	C			70.08
		106005571989	01-4-2500-000				20.17		
		Invoice Description -> SALMON BEACH - 1111 SEVENTH AVE METER							
		104005572874	01-4-2500-000				49.91		
		Invoice Description -> SALMON BEACH - 1194 FOURTH AVE - GATE							
<b>Total :</b>							70.08	0.00	70.08
<b>Supplier Total :</b>							8261.29	0.00	8261.29

0998	BC LIFE AND CASUALTY COMPANY	31390	04-Nov-2011	Issued	176	C			1377.24
		BCLNOV2011	01-4-2500-000				1377.24		

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**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0001 To 9193  
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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 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			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> GROUP INSURANCE NOVEMBER 2011						
<b>Total :</b>				1377.24	0.00	1377.24
31533	28-Nov-2011	Issued	188	C	1419.62	
BCLDEC2011	01-4-2500-000	PAYABLES - TRADE		1419.62		
Invoice Description --> GROUP INSURANCE DECEMBER 2011						
<b>Total :</b>				1419.62	0.00	1419.62
<b>Supplier Total :</b>				2796.86	0.00	2796.86
<hr/>						
0700	BC TRANSIT					
31530	28-Nov-2011	Issued	188	C	12911.00	
1011602	01-4-2500-000	PAYABLES - TRADE		12911.00		
Invoice Description --> OCTOBER 2011 CUSTOM TRANSIT						
<b>Total :</b>				12911.00	0.00	12911.00
<b>Supplier Total :</b>				12911.00	0.00	12911.00
<hr/>						
0740	BEAVER CREEK HOME CENTER					
31486	23-Nov-2011	Issued	186	C	7.11	
307284	01-4-2500-000	PAYABLES - TRADE		7.11		
Invoice Description --> WCLF - SIGNAGE EXPENSE						
<b>Total :</b>				7.11	0.00	7.11
<b>Supplier Total :</b>				7.11	0.00	7.11
<hr/>						
0771	BENNETT, TONY					
31387	04-Nov-2011	Issued	176	C	371.72	
TBOCT13-26	01-4-2500-000	PAYABLES - TRADE		371.72		
Invoice Description --> MEETINGS OCTOBER 13-26 LESS CPP \$5.28						
<b>Total :</b>				371.72	0.00	371.72
31432	15-Nov-2011	Issued	179	C	433.20	
T.BENNETT53392	01-4-2500-000	PAYABLES - TRADE		433.20		
Invoice Description --> DIRECTORS SALARY LESS TAX-100 LESS CPP- 9.64 LESS BLUE CROSS- 186.83						
<b>Total :</b>				433.20	0.00	433.20
31531	28-Nov-2011	Issued	188	C	626.76	
TBNOV9/11	01-4-2500-000	PAYABLES - TRADE		626.76		
Invoice Description --> MEETINGS OCTOBER 28 TO NOVEMBER 9, LESS CPP \$12.21						
<b>Total :</b>				626.76	0.00	626.76
<b>Supplier Total :</b>				1431.68	0.00	1431.68

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 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
0791	BERRY & VALE CONTRACTING LTD								
31388			04-Nov-2011	Issued	176	C			119981.36
627			01-4-2500-000				2732.80		
	Invoice Description -->		AVLF - CONCRETE REPAIR IN FRONT OF SCALE SITE						
626			01-4-2500-000				12637.09		
	Invoice Description -->		AVLF - INSTALLATION OF MANHOLE EXTENSIONS						
634			01-4-2500-000				36064.00		
	Invoice Description -->		WCLF OCTOBER OPERATING CONTRACTOR						
632			01-4-2500-000				68547.47		
	Invoice Description -->		AVLF OCTOBER CONTRACTOR, REFRIDGERANT REMOVAL & OTHER						
<b>Total :</b>							119981.36	0.00	119981.36
<b>Supplier Total :</b>							119981.36	0.00	119981.36

0825	BLACK PRESS GROUP LTD.								
31433			15-Nov-2011	Issued	179	C			382.33
31426844			01-4-2500-000				382.33		
	Invoice Description -->		ADVERTISING - ELECTIONS \$215.01, RECRUITING \$126.36						
<b>Total :</b>							382.33	0.00	382.33
<b>Supplier Total :</b>							382.33	0.00	382.33

0829	BLUE FROG MAINTENANCE SERVICES								
31487			23-Nov-2011	Issued	186	C			1607.20
INVOICE #10P			01-4-2500-000				470.40		
	Invoice Description -->		SALMON BEACH PUMP & HAUL - OCTOBER 2011						
INVOICE #11			01-4-2500-000				509.60		
	Invoice Description -->		SALMON BEACH GROUNDS MAINTENANCE FOR OCTOBER 2011						
INVOICE #10			01-4-2500-000				627.20		
	Invoice Description -->		SALMON BEACH GROUNDS MAINTENANCE FOR SEPTEMBER 2011						
<b>Total :</b>							1607.20	0.00	1607.20
<b>Supplier Total :</b>							1607.20	0.00	1607.20

0842	BOUCHER, BOB								
31434			15-Nov-2011	Issued	179	C			500.00
372857			01-4-2500-000				500.00		
	Invoice Description -->		LBA SEPTEMBER 2011 CLEANING						
<b>Total :</b>							500.00	0.00	500.00
<b>Supplier Total :</b>							500.00	0.00	500.00

0950	BRETT, KENNETH								
31435			15-Nov-2011	Issued	179	C			1000.00

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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
BRE153390	01-4-2500-000		PAYABLES - TRADE				1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION									
<b>Total :</b>							1000.00	0.00	1000.00
<b>Supplier Total :</b>							1000.00	0.00	1000.00
0949	BRETT, DONNA	31489	23-Nov-2011	Issued	186	C			421.32
DBNOV19	01-4-2500-000		PAYABLES - TRADE				421.32		
Invoice Description --> ELECTION OFFICIAL 2011									
<b>Total :</b>							421.32	0.00	421.32
<b>Supplier Total :</b>							421.32	0.00	421.32
0955	BRETT, GARY	31490	23-Nov-2011	Issued	186	C			282.60
GBNOV19	01-4-2500-000		PAYABLES - TRADE				282.60		
Invoice Description --> ELECTION OFFICIAL 2011									
<b>Total :</b>							282.60	0.00	282.60
<b>Supplier Total :</b>							282.60	0.00	282.60
0965	BROKEN ISLAND ADVENTURES LTD.	31389	04-Nov-2011	Issued	176	C			994.14
1159	01-4-2500-000		PAYABLES - TRADE				994.14		
Invoice Description --> BWS - DIVING TO REPAIR WATER LINE									
<b>Total :</b>							994.14	0.00	994.14
<b>Supplier Total :</b>							994.14	0.00	994.14
1035	BUTLER, LES	31391	04-Nov-2011	Issued	176	C			450.00
BWSSEP22-23	01-4-2500-000		PAYABLES - TRADE				450.00		
Invoice Description --> BWS - METER READING LABOUR									
<b>Total :</b>							450.00	0.00	450.00
<b>Supplier Total :</b>							450.00	0.00	450.00
1110	CANADA POST	31436	15-Nov-2011	Issued	179	C			94.84
9478986590	01-4-2500-000		PAYABLES - TRADE				94.84		
Invoice Description --> BEAVER CREEK MAILOUT \$77.45, BEAUFORT MAILOUT \$7.23									
<b>Total :</b>							94.84	0.00	94.84

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Supplier : 0001 To 9193  
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 Batch No. : All

Bank : 1 To 3  
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 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				94.84	0.00	94.84
<b>1197</b>	<b>CARVELLO LAW CORPORATION</b>					
31437	15-Nov-2011		Issued	179	C	877.63
120010	01-4-2500-000	PAYABLES - TRADE				877.63
Invoice Description ->		CHERRY CREEK OCP REVIEW				
<b>Total :</b>				877.63	0.00	877.63
<b>Supplier Total :</b>				877.63	0.00	877.63
<b>1270</b>	<b>CDW CANADA INC</b>					
31438	15-Nov-2011		Issued	179	C	415.05
1508047	01-4-2500-000	PAYABLES - TRADE				63.80
Invoice Description ->		COMPUTER EXPENSE				
ZZP3106	01-4-2500-000	PAYABLES - TRADE				351.25
Invoice Description ->		COMPUTER EXPENSE \$23.06, BUILDING INSPECTION PRINTER \$290.55				
<b>Total :</b>				415.05	0.00	415.05
<b>Supplier Total :</b>				415.05	0.00	415.05
<b>1329</b>	<b>CHMZ-FM RATIO LTD</b>					
31392	04-Nov-2011		Issued	176	C	113.40
11100018	01-4-2500-000	PAYABLES - TRADE				113.40
Invoice Description ->		WC MULTIPLEX SURVEY ADVERTISING				
<b>Total :</b>				113.40	0.00	113.40
<b>Supplier Total :</b>				113.40	0.00	113.40
<b>1344</b>	<b>CHOPRA, HIRA</b>					
31440	15-Nov-2011		Issued	179	C	368.42
198353394	01-4-2500-000	PAYABLES - TRADE				368.42
Invoice Description ->		DIRECTOR SALARY LESS TAX - 50.00				
<b>Total :</b>				368.42	0.00	368.42
<b>Supplier Total :</b>				368.42	0.00	368.42
<b>1342</b>	<b>CITY OF PORT ALBERNI</b>					
31439	15-Nov-2011		Issued	179	C	262.08
17806	01-4-2500-000	PAYABLES - TRADE				262.08
Invoice Description ->		ELECTIONS - COW MEETING MOVED DUE TO ADVANCE POLLING AT ACRD OFFICE				
<b>Total :</b>				262.08	0.00	262.08
<b>Supplier Total :</b>				262.08	0.00	262.08

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
1374	CLAUSEN, AARON					
31393	04-Nov-2011		Issued	176	C	
0123	01-4-2500-000	PAYABLES - TRADE			500.00	
Invoice Description -->		ONSITE IT WORK				
<b>Total :</b>				500.00	0.00	500.00
<b>Supplier Total :</b>				500.00	0.00	500.00
1356	CLAYOQUOT FOREST SERVICES					
31492	23-Nov-2011		Issued	186	C	
370	01-4-2500-000	PAYABLES - TRADE			112.28	
Invoice Description -->		SALMON BEACH PUMPER TRUCK INSPECTION				
<b>Total :</b>				112.28	0.00	112.28
<b>Supplier Total :</b>				112.28	0.00	112.28
1409	COASTAL ANIMAL CONTROL SERVICES OF BC					
31394	04-Nov-2011		Issued	176	C	
59	01-4-2500-000	PAYABLES - TRADE			700.00	
Invoice Description -->		SPROAT LAKE ANIMAL CONTROL CONTRACTOR				
<b>Total :</b>				700.00	0.00	700.00
<b>Supplier Total :</b>				700.00	0.00	700.00
1410	COASTAL BRIDGE & CONSTRUCTION					
31422	09-Nov-2011		Issued	177	C	
11-177	01-4-2500-000	PAYABLES - TRADE			30691.92	
Invoice Description -->		LOG TRAIN TRAIL WORK				
<b>Total :</b>				30691.92	0.00	30691.92
<b>Supplier Total :</b>				30691.92	0.00	30691.92
1373	COLUMBIA FUELS					
31441	15-Nov-2011		Issued	179	C	
501838	01-4-2500-000	PAYABLES - TRADE			18512.61	
Invoice Description -->		AV AIRPORT FUEL - JETA				
<b>Total :</b>				18512.61	0.00	18512.61
<b>Supplier Total :</b>				18512.61	0.00	18512.61
1434	COLUMBIA ICE					
31442	15-Nov-2011		Issued	179	C	
102297/018154	01-4-2500-000	PAYABLES - TRADE			54.74	
Invoice Description -->		OFFICE SUPPLIES				

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Bank : 1 To 3  
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 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-Fil

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
				<b>Total :</b>		54.74	0.00	54.74
				<b>Supplier Total :</b>		54.74	0.00	54.74
<b>1459</b>	<b>COLYN'S LANDSCAPING LTD.</b>							
31395	04-Nov-2011			Issued	176	C	2041.20	
111025	01-4-2500-000	PAYABLES - TRADE					2041.20	
		Invoice Description -> AVLF - KNOTWEED CONTROL						
				<b>Total :</b>		2041.20	0.00	2041.20
				<b>Supplier Total :</b>		2041.20	0.00	2041.20
<b>4705</b>	<b>CONNOLLY, CARLA</b>							
31468	15-Nov-2011			Issued	179	C	81.50	
CCOCT17/11	01-4-2500-000	PAYABLES - TRADE					81.50	
		Invoice Description -> APC MEETING EXPENSES						
				<b>Total :</b>		81.50	0.00	81.50
				<b>Supplier Total :</b>		81.50	0.00	81.50
<b>4986</b>	<b>CORIX WATER PRODUCTS LTD.</b>							
31415	04-Nov-2011			Issued	176	C	1254.51	
1011504767	01-4-2500-000	PAYABLES - TRADE					-617.41	
		Invoice Description -> BAMFIELD WATER SUPPLIES - CREDIT MEMO						
1011401912	01-4-2500-000	PAYABLES - TRADE					1871.92	
		Invoice Description -> BWS - SUPPLIES						
				<b>Total :</b>		1254.51	0.00	1254.51
<b>31515</b>	<b>23-Nov-2011</b>			Issued	186	C	473.69	
1011411444	01-4-2500-000	PAYABLES - TRADE					473.69	
		Invoice Description -> LBA - WATER SYSTEM SUPPLIES						
				<b>Total :</b>		473.69	0.00	473.69
				<b>Supplier Total :</b>		1728.20	0.00	1728.20
<b>1565</b>	<b>COTE, PENNY</b>							
31443	15-Nov-2011			Issued	179	C	361.17	
PC153397	01-4-2500-000	PAYABLES - TRADE					361.17	
		Invoice Description -> DIRECTOR SALARY LESS TAX - \$ 75.00 LESS CPP - \$ 6.33 PBC - 186.83						
				<b>Total :</b>		361.17	0.00	361.17
				<b>Supplier Total :</b>		361.17	0.00	361.17

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Bank : 1 To 3  
 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
31396	04-Nov-2011		Issued	176	C	1395.56	
DUEOCT11	01-4-2500-000	PAYABLES - TRADE				1395.56	
Invoice Description -> OCTOBER 2011 DUES							
<b>Total :</b>						1395.56	0.00
<b>Supplier Total :</b>						1395.56	
31534	28-Nov-2011		Issued	188	C	896.84	
DUENOV11	01-4-2500-000	PAYABLES - TRADE				896.84	
Invoice Description -> NOVEMBER 2011 DUES							
<b>Total :</b>						896.84	0.00
<b>Supplier Total :</b>						896.84	
<b>Supplier Total :</b>						2292.40	0.00
<b>Supplier Total :</b>						2292.40	
4002	DIGITAL POSTAGE ON CALL						
31545	28-Nov-2011		Issued	188	C	1000.00	
NOV28/11	01-4-2500-000	PAYABLES - TRADE				1000.00	
Invoice Description -> POSTAGE ACCOUNT 8000202700							
<b>Total :</b>						1000.00	0.00
<b>Supplier Total :</b>						1000.00	0.00
<b>Supplier Total :</b>						1000.00	
5375	DISTRICT OF UCLUELET						
31522	23-Nov-2011		Issued	186	C	61.60	
674	01-4-2500-000	PAYABLES - TRADE				61.60	
Invoice Description -> WC COMMITTEE MEETING - CHAIR & TABLE RENTAL							
<b>Total :</b>						61.60	0.00
<b>Supplier Total :</b>						61.60	0.00
<b>Supplier Total :</b>						61.60	
1838	DRILLWELL ENTERPRISES(1982)LTD.						
31479	10-Nov-2011		Issued	181	C	33600.00	
10661	01-4-2500-000	PAYABLES - TRADE				33600.00	
Invoice Description -> LBA - TEST WELL DRILLING							
<b>Total :</b>						33600.00	0.00
<b>Supplier Total :</b>						33600.00	0.00
<b>Supplier Total :</b>						33600.00	
1847	DUPERE, JOHANNE						
31444	15-Nov-2011		Issued	179	C	200.00	
DUP153393	01-4-2500-000	PAYABLES - TRADE				200.00	
Invoice Description -> SPROAT PARKS CARETAKER							
<b>Total :</b>						200.00	0.00
<b>Supplier Total :</b>						200.00	0.00
<b>Supplier Total :</b>						200.00	

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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		
<b>0940</b>	<b>DUVALL, E.</b>						
31488	23-Nov-2011			Issued	186	C	1400.00
BRA125653521	01-4-2500-000	PAYABLES - TRADE				1400.00	
Invoice Description ->		JANITORIAL EXP					
<b>Total :</b>						1400.00	0.00
<b>Supplier Total :</b>						1400.00	0.00
						1400.00	0.00
<b>1825</b>	<b>DYER, ALEX</b>						
31397	04-Nov-2011			Issued	176	C	24.37
ADOCT27/11	01-4-2500-000	PAYABLES - TRADE				24.37	
Invoice Description ->		SL ANIMAL CONTROL CONTRACTORS POSTAGE					
<b>Total :</b>						24.37	0.00
<b>Supplier Total :</b>						24.37	0.00
						24.37	0.00
<b>1904</b>	<b>ECOTAINER SALES INC.</b>						
31535	28-Nov-2011			Issued	188	C	6479.20
2808	01-4-2500-000	PAYABLES - TRADE				6479.20	
Invoice Description ->		COMPOST BINS & WINGDIGGERS					
<b>Total :</b>						6479.20	0.00
<b>Supplier Total :</b>						6479.20	0.00
						6479.20	0.00
<b>1937</b>	<b>ELLINS ARCHITECT INC.</b>						
31494	23-Nov-2011			Issued	186	C	966.01
2229	01-4-2500-000	PAYABLES - TRADE				966.01	
Invoice Description ->		ACRD OFFICE REDESIGN					
<b>Total :</b>						966.01	0.00
<b>Supplier Total :</b>						966.01	0.00
						966.01	0.00
<b>1990</b>	<b>EVITT ELECTRIC</b>						
31536	28-Nov-2011			Issued	188	C	358.31
39613C	01-4-2500-000	PAYABLES - TRADE				89.58	
Invoice Description ->		BWS - LOCKS					
39229C	01-4-2500-000	PAYABLES - TRADE				268.73	
Invoice Description ->		BWS - LOCKS					
<b>Total :</b>						358.31	0.00
<b>Supplier Total :</b>						358.31	0.00
						358.31	0.00
<b>2081</b>	<b>FRASER, JOHN</b>						
31398	01-Nov-2011			Issued	176	C	432.72

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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
JFOCT5-26			01-4-2500-000				432.72		
Invoice Description -> MEETING OCTOBER 5-26 LESS CPP \$5.28									
<b>Total :</b>							432.72	0.00	432.72
31445			15-Nov-2011	Issued	179	C			795.00
JFNOV9/11			01-4-2500-000				278.93		
Invoice Description -> MEETING NOVEMBER 9, LESS CPP \$5.07									
JF153395			01-4-2500-000				516.07		
Invoice Description -> DIRECTOR SALARY LESS CPP- 2.68									
<b>Total :</b>							795.00	0.00	795.00
<b>Supplier Total :</b>							1227.72	0.00	1227.72

3818	<b>GARCIA, COLLEEN</b>								
31505			23-Nov-2011	Issued	186	C			459.23
CGNOV19			01-4-2500-000				459.23		
Invoice Description -> ELECTION OFFICIAL 2011									
<b>Total :</b>							459.23	0.00	459.23
<b>Supplier Total :</b>							459.23	0.00	459.23

2240	<b>GIBSON BROTHERS CONTRACTING LTD.</b>								
31446			15-Nov-2011	Issued	179	C			436.80
10803			01-4-2500-000				436.80		
Invoice Description -> LBA WATER STUDY									
<b>Total :</b>							436.80	0.00	436.80
<b>Supplier Total :</b>							436.80	0.00	436.80

2300	<b>GRAND &amp; TOY</b>								
31399			04-Nov-2011	Issued	176	C			132.73
C622748			01-4-2500-000				132.73		
Invoice Description -> OFFICE SUPPLIES \$77.68, WC MULTIPLEX SURVEY SUPPLIES \$40.83									
<b>Total :</b>							132.73	0.00	132.73

31495			23-Nov-2011	Issued	186	C			672.01
C714550			01-4-2500-000				672.01		
Invoice Description -> OFFICE SUPPLIES \$374.48, STATIONARY \$225.53									
<b>Total :</b>							672.01	0.00	672.01

31538			28-Nov-2011	Issued	188	C			174.99
C767284			01-4-2500-000				174.99		
Invoice Description -> OFFICE SUPPLIES \$117.89, STATIONARY \$38.35									
<b>Total :</b>							174.99	0.00	174.99

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Bank : 1 To 3  
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description	Debit	Credit					
<b>Supplier Total :</b>							979.73	0.00	979.73
<b>2330</b>	<b>GW SOLUTIONS</b>								
31496	23-Nov-2011		Issued	186	C	8865.02	8865.02		
GWS 11-13-3	01-4-2500-000	PAYABLES - TRADE				8865.02			
Invoice Description --> LBA HYDROGEOLOGY TESTING									
<b>Total :</b>							8865.02	0.00	8865.02
<b>Supplier Total :</b>							8865.02	0.00	8865.02
<b>2390</b>	<b>HARBOUR VIEW COLLISION LTD</b>								
31401	04-Nov-2011		Issued	176	C	512.92	512.92		
25506	01-4-2500-000	PAYABLES - TRADE				254.47			
Invoice Description --> 2004 DODGE DAKOTA - DEDUCTIBLE FOR GLASS REPAIR									
25507	01-4-2500-000	PAYABLES - TRADE				258.45			
Invoice Description --> 2007 JEEP - DEDUCTIBLE GLASS REPAIR									
<b>Total :</b>							512.92	0.00	512.92
<b>Supplier Total :</b>							512.92	0.00	512.92
<b>2471</b>	<b>HILL, JANICE</b>								
31402	04-Nov-2011		Issued	176	C	536.62	536.62		
JHOCT28/11	01-4-2500-000	PAYABLES - TRADE				536.62			
Invoice Description --> COAST WASTE MGMT ASSOC CONFERENCE TRAVEL EXPENSES									
<b>Total :</b>							536.62	0.00	536.62
<b>Supplier Total :</b>							536.62	0.00	536.62
<b>2485</b>	<b>HOLDER, DAN</b>								
31403	04-Nov-2011		Issued	176	C	4208.00	4208.00		
DHNOV3/11	01-4-2500-000	PAYABLES - TRADE				4208.00			
Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - OCTOBER									
<b>Total :</b>							4208.00	0.00	4208.00
<b>Supplier Total :</b>							4208.00	0.00	4208.00
<b>2490</b>	<b>HOLLAND, KATHLEEN</b>								
31497	23-Nov-2011		Issued	186	C	500.00	500.00		
KHMILEOCT/11	01-4-2500-000	PAYABLES - TRADE				500.00			
Invoice Description --> SB MANAGER MILEAGE OCTOBER 2011									
<b>Total :</b>							500.00	0.00	500.00
<b>Supplier Total :</b>							500.00	0.00	500.00

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Bank : 1 To 3  
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 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date				Debit	Credit	
Invoice No.	Account No.	Account Description					
2491	HOLLAND KATHLEEN (PETTY CASH)						
31498	23-Nov-2011		Issued	186	C	183.60	
PCOCT31/11	01-4-2500-000	PAYABLES - TRADE			183.60		
Invoice Description -->		SALMON BEACH - SEWAGE					
<b>Total :</b>					183.60	0.00	183.60
<b>Supplier Total :</b>					183.60	0.00	183.60
2560	HOULE PRINTING						
31404	04-Nov-2011		Issued	176	C	144.48	
10575	01-4-2500-000	PAYABLES - TRADE			144.48		
Invoice Description -->		SPROAT LAKE COMMUNITY NEWSLETTERS - FALL 2011					
<b>Total :</b>					144.48	0.00	144.48
<b>Supplier Total :</b>					144.48	0.00	144.48
2745	IRG, MIKE						
31447	15-Nov-2011		Issued	179	C	652.46	
MINOV3/11	01-4-2500-000	PAYABLES - TRADE			652.46		
Invoice Description -->		AV SITE VISIT & PLANNING MANAGERS MEETING IN VICTORIA NOV 1-3					
<b>Total :</b>					652.46	0.00	652.46
<b>Supplier Total :</b>					652.46	0.00	652.46
2782	ISLAND PACIFIC TELECOMMUNICATION SOLUTIONS						
31448	15-Nov-2011		Issued	179	C	407.68	
7834	01-4-2500-000	PAYABLES - TRADE			407.68		
Invoice Description -->		ACRD OFFICE - REPAIR DEFECTIVE PHONE AND SETUP NEW PHONE					
<b>Total :</b>					407.68	0.00	407.68
<b>Supplier Total :</b>					407.68	0.00	407.68
2849	JOHNS, PHIL						
31423	09-Nov-2011		Issued	177	C	373.05	
PJNOV13/11	01-4-2500-000	PAYABLES - TRADE			373.05		
Invoice Description -->		WOODSTOVE - NOVEMBER13 PAYROLL (OCT 27 & 28, NOV 2)					
<b>Total :</b>					373.05	0.00	373.05
<b>Supplier Total :</b>					373.05	0.00	373.05
31527							
PJNOV27/11	24-Nov-2011		Issued	187	C	162.90	
	01-4-2500-000	PAYABLES - TRADE			162.90		
Invoice Description -->		WOODSTOVE - NOVEMBER 27 PAYROLL (NOV 6 & 21)					
<b>Total :</b>					162.90	0.00	162.90

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Bank : 1 To 3

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					
<b>Supplier Total :</b>							535.95	0.00	535.95
2877	KOERS & ASSOCIATES ENGINEERING LTD.								
31499	23-Nov-2011			Issued	186	C	1273.44		
0919-020	01-4-2500-000	PAYABLES - TRADE				1273.44			
Invoice Description --> ALBERNI VALLEY WATER STUDY UPDATE									
<b>Total :</b>							1273.44	0.00	1273.44
<b>Supplier Total :</b>							1273.44	0.00	1273.44
2880	KOKURA, MIKE								
31449	15-Nov-2011			Issued	179	C	529.33		
KOK153391	01-4-2500-000	PAYABLES - TRADE				529.33			
Invoice Description --> DIRECTORS SALARY, LESS \$100 TAX									
<b>Total :</b>							529.33	0.00	529.33
31539	28-Nov-2011			Issued	188	C	355.00		
MKNOV10/11	01-4-2500-000	PAYABLES - TRADE				355.00			
Invoice Description --> MEETINGS OCTOBER 12 TO NOVEMBER 10									
<b>Total :</b>							355.00	0.00	355.00
<b>Supplier Total :</b>							884.33	0.00	884.33
0200	LADY ROSE MARINE SERVICES								
31385	04-Nov-2011			Issued	176	C	1213.97		
LROCT/11	01-4-2500-000	PAYABLES - TRADE				1213.97			
Invoice Description --> BAMFIELD BINS \$870, BWS \$202.40, POSTAGE \$11.50									
<b>Total :</b>							1213.97	0.00	1213.97
<b>Supplier Total :</b>							1213.97	0.00	1213.97
3008	LAND TITLE AND SURVEY AUTHORITY OF B.C.								
31406	04-Nov-2011			Issued	176	C	23.75		
DVC11008	01-4-2500-000	PAYABLES - TRADE				23.75			
Invoice Description --> DEVELOPMENT VARIANCE DVC11008									
<b>Total :</b>							23.75	0.00	23.75
<b>Supplier Total :</b>							23.75	0.00	23.75
3011	LANDWORKS CONSULTANTS INC								
31450	15-Nov-2011			Issued	179	C	5372.33		
11130	01-4-2500-000	PAYABLES - TRADE				5372.33			
Invoice Description --> RURAL OCP'S PROJECT									

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Total :</b>				5372.33	0.00	5372.33
<b>Supplier Total :</b>				5372.33	0.00	5372.33

<b>3030</b>	<b>LEM, TAWNEY M</b>					
31451	15-Nov-2011		Issued	179	C	1792.00
ACRD C2C	01-4-2500-000	PAYABLES - TRADE			1792.00	
Invoice Description -->		COMMUNITY TO COMMUNITY - EMERGENCY PLANNING				
<b>Total :</b>				1792.00	0.00	1792.00
<b>Supplier Total :</b>				1792.00	0.00	1792.00

<b>2887</b>	<b>LEWKOWICH GEOTECHNICAL ENGINEERING LTD</b>					
31405	04-Nov-2011		Issued	176	C	4268.13
26972	01-4-2500-000	PAYABLES - TRADE			643.16	
Invoice Description -->		LBA ACCESS ROAD IMPROVEMENTS				
26650	01-4-2500-000	PAYABLES - TRADE			1069.13	
Invoice Description -->		LBA ACCESS ROAD IMPROVEMENTS				
25983	01-4-2500-000	PAYABLES - TRADE			2555.84	
Invoice Description -->		LBA TESTING OF SEPTIC FIELD				
<b>Total :</b>				4268.13	0.00	4268.13
<b>Supplier Total :</b>				4268.13	0.00	4268.13

<b>3621</b>	<b>LYLE, SHELLI (PETTY CASH)</b>					
31424	09-Nov-2011		Issued	177	C	200.00
SLNOV8/11	01-4-2500-000	PAYABLES - TRADE			200.00	
Invoice Description -->		ELECTIONS PETTY CASH				
<b>Total :</b>				200.00	0.00	200.00
<b>Supplier Total :</b>				200.00	0.00	200.00

<b>3155</b>	<b>LYLE, SHELLI</b>					
31452	15-Nov-2011		Issued	179	C	90.03
SLNOV7/11	01-4-2500-000	PAYABLES - TRADE			90.03	
Invoice Description -->		ELECTIONS SUPPLIES - REIMBURSMENT				
<b>Total :</b>				90.03	0.00	90.03
<b>Supplier Total :</b>				90.03	0.00	90.03

<b>3171</b>	<b>MACDERMOTT'S INSURANCE AGENCY LTD</b>					
31407	04-Nov-2011		Issued	176	C	867.00
0191676	01-4-2500-000	PAYABLES - TRADE			867.00	
Invoice Description -->		INS ARROWSMITH AMAEUR RADIO - EMERGENCY PLANNING				

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 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					
<b>Total :</b>							867.00	0.00	867.00
<b>Supplier Total :</b>							867.00	0.00	867.00

<b>3207</b>	<b>MALONEY, HEATHER</b>								
31500	23-Nov-2011		Issued	186	C	459.23	459.23		
HMNOV19	01-4-2500-000	PAYABLES - TRADE				459.23			
Invoice Description ->		ELECTION OFFICIAL 2011							
<b>Total :</b>							459.23	0.00	459.23
<b>Supplier Total :</b>							459.23	0.00	459.23

<b>3272</b>	<b>MCCONNELL, SHAWN</b>								
31453	15-Nov-2011		Issued	179	C	1742.42	1742.42		
746718	01-4-2500-000	PAYABLES - TRADE				787.58			
Invoice Description ->		OCTOBER MILLSTREAM WATER CONTRACTOR							
746719	01-4-2500-000	PAYABLES - TRADE				954.84			
Invoice Description ->		OCTOBER LONG BEACH WATER CONTRACTOR							
<b>Total :</b>							1742.42	0.00	1742.42
<b>Supplier Total :</b>							1742.42	0.00	1742.42

<b>3270</b>	<b>MCCOY LAKE EXCAVATING LTD</b>								
31501	23-Nov-2011		Issued	186	C	1016.40	1016.40		
1838	01-4-2500-000	PAYABLES - TRADE				1016.40			
Invoice Description ->		AVRA - AIRPORT ROAD BRUSHCUTTING							
<b>Total :</b>							1016.40	0.00	1016.40
<b>Supplier Total :</b>							1016.40	0.00	1016.40

<b>3269</b>	<b>MCCOY LAKE FARM</b>								
31540	28-Nov-2011		Issued	188	C	45.00	45.00		
979342	01-4-2500-000	PAYABLES - TRADE				45.00			
Invoice Description ->		ELECTIONS - SNOW REMOVAL AT HAROLD BISHOP FIREHALL (NOV 18)							
<b>Total :</b>							45.00	0.00	45.00
<b>Supplier Total :</b>							45.00	0.00	45.00

<b>3280</b>	<b>MCGILL &amp; ASSOCIATES ENGINEERING</b>						
31454	15-Nov-2011		Issued	179	C	23965.66	23965.66
13559	01-4-2500-000	PAYABLES - TRADE				75.60	
Invoice Description ->		BWS - COAST GUARD FACILITY IMPACT					
13554	01-4-2500-000	PAYABLES - TRADE				92.40	
Invoice Description ->		SALMON BEACH HYDRO					

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 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-Fik

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Credit	Amount
Invoice No.	Account No.	Account Description		Debit		
13551	01-4-2500-000	PAYABLES - TRADE		147.11		
Invoice Description -> MILLSTREAM WATER GENERAL CONSULTING						
13553	01-4-2500-000	PAYABLES - TRADE		193.20		
Invoice Description -> HAROLD BISHOP FIREHALL WATER SERVICE						
13560	01-4-2500-000	PAYABLES - TRADE		307.38		
Invoice Description -> LBA GROUNDWATER EVALUATION						
13547	01-4-2500-000	PAYABLES - TRADE		340.20		
Invoice Description -> WCLF OPERATIONS PLAN						
13557	01-4-2500-000	PAYABLES - TRADE		617.40		
Invoice Description -> AVLF ANNUAL REPORTING						
13556	01-4-2500-000	PAYABLES - TRADE		676.20		
Invoice Description -> LBA SEWER SERVICE FOR BC PARKS BUILDING						
13555	01-4-2500-000	PAYABLES - TRADE		798.00		
Invoice Description -> SALMON BEACH SEWAGE FIELD						
13549	01-4-2500-000	PAYABLES - TRADE		1062.60		
Invoice Description -> AVLF GENERAL CONSULTING COSTS						
13550	01-4-2500-000	PAYABLES - TRADE		2091.84		
Invoice Description -> MCCOY LAKE ROAD PUMPHOUSE						
13552	01-4-2500-000	PAYABLES - TRADE		2473.80		
Invoice Description -> GENERAL CONSULTING - 2012 BUDGET ITEMS						
13562	01-4-2500-000	PAYABLES - TRADE		3259.20		
Invoice Description -> AVLF - SCADA MONITORING						
13561	01-4-2500-000	PAYABLES - TRADE		3883.66		
Invoice Description -> AVLF LEACHATE INTERCEPTION CONTROL SOUTH BOUNDRY						
13558	01-4-2500-000	PAYABLES - TRADE		3960.60		
Invoice Description -> WCLF ANNUAL REPORTING						
13548	01-4-2500-000	PAYABLES - TRADE		3986.47		
Invoice Description -> AVLF OPERATIONS & MANAGEMENT PLAN						
<b>Total :</b>				23965.66	0.00	23965.66
<b>Supplier Total :</b>				23965.66	0.00	23965.66

<b>3287</b>	<b>McLEAN &amp; HIGGINS LTD.</b>					
31455	15-Nov-2011	Issued	179	C		724.98
31424	01-4-2500-000	PAYABLES - TRADE		724.98		
Invoice Description -> AVRA - SPETIC FIELD PUMP REPLACEMENT & INSTALL						
<b>Total :</b>				724.98	0.00	724.98
31502	23-Nov-2011	Issued	186	C		483.84
31341	01-4-2500-000	PAYABLES - TRADE		483.84		
Invoice Description -> SALMON BEACH - SEWAGE						
<b>Total :</b>				483.84	0.00	483.84
<b>Supplier Total :</b>				1208.82	0.00	1208.82

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description				Debit	Credit	
31456	15-Nov-2011			Issued	179	C	636.42	
KMOCT11/11	01-4-2500-000	PAYABLES - TRADE				218.00		
Invoice Description --> MEETINGS OCTOBER 5 TO 11								
KEN MCRAE53399	01-4-2500-000	PAYABLES - TRADE				418.42		
Invoice Description --> DIRECTORS SALARY								
<b>Total :</b>						636.42	0.00	636.42
<b>Supplier Total :</b>						636.42	0.00	636.42

<b>3505</b>	<b>MFA LEASING</b>							
AUTO 53522	28-Nov-2011			Issued	185	E	2651.31	
SALBCH53522	01-4-2500-000	PAYABLES - TRADE				2651.31		
Invoice Description --> SALMON BEACH LEASE - TRUCK								
<b>Total :</b>						2651.31	0.00	2651.31
AUTO 53523	28-Nov-2011			Issued	185	E	2724.23	
BAMFIRE53523	01-4-2500-000	PAYABLES - TRADE				2724.23		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT								
<b>Total :</b>						2724.23	0.00	2724.23
<b>Supplier Total :</b>						5375.54	0.00	5375.54

<b>3340</b>	<b>MINISTER OF FINANCE</b>							
31457	15-Nov-2011			Issued	179	C	1113.50	
MSPNOV11	01-4-2500-000	PAYABLES - TRADE				1113.50		
Invoice Description --> MSP PREMIUMS FOR NOVEMBER 2011								
<b>Total :</b>						1113.50	0.00	1113.50
31541	28-Nov-2011			Issued	188	C	1113.50	
MSPDEC11	01-4-2500-000	PAYABLES - TRADE				1113.50		
Invoice Description --> MSP PREMIUMS FOR DECEMBER 2011								
<b>Total :</b>						1113.50	0.00	1113.50
<b>Supplier Total :</b>						2227.00	0.00	2227.00

<b>3370</b>	<b>MINISTER OF FINANCE</b>							
31542	28-Nov-2011			Issued	188	C	6663.59	
2009-11ROYAL	01-4-2500-000	PAYABLES - TRADE				6663.59		
Invoice Description --> GRAVEL ROYALTY - OCTOBER 2009 TO SEPTEMBER 2011								
<b>Total :</b>						6663.59	0.00	6663.59
<b>Supplier Total :</b>						6663.59	0.00	6663.59

<b>3500</b>	<b>MUNICIPAL FINANCE AUTHORITY</b>						
EFT-26	82 Nov-2011			Issued	190	E	528.89

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Supplier	Supplier Name	Status	Batch	Medium	Debit	Credit	Amount
10/11TEMP	01-4-2500-000				528.89		
Invoice Description -> TEMPORARTY BORROWING INTEREST							
<b>Total :</b>					528.89	0.00	528.89
<b>Supplier Total :</b>					528.89	0.00	528.89

Supplier	Supplier Name	Status	Batch	Medium	Debit	Credit	Amount
3490	MUNICIPAL PENSION PLAN						
EFT-24	10-Nov-2011	Issued	183	E			5831.31
OCT30/11SUPER	01-4-2500-000				5831.31		
Invoice Description -> PP ENDING OCTOBER 30 - SUPERANNUATION							
<b>Total :</b>					5831.31	0.00	5831.31
EFT-25	25-Nov-2011	Issued	183	E			5766.77
NOV13/11SUPER	01-4-2500-000				5766.77		
Invoice Description -> PP ENDING NOVEMBER 13 - SUPERANNUATION							
<b>Total :</b>					5766.77	0.00	5766.77
EFT-26	30-Nov-2011	Issued	183	E			5787.09
NOV27/11SUPER	01-4-2500-000				5787.09		
Invoice Description -> PP ENDING NOVEMBER 27 - SUPERANNUATION							
<b>Total :</b>					5787.09	0.00	5787.09
<b>Supplier Total :</b>					17385.17	0.00	17385.17

Supplier	Supplier Name	Status	Batch	Medium	Debit	Credit	Amount
3600	NEOPOST						
31503	23-Nov-2011	Issued	186	C			563.77
1888075	01-4-2500-000				563.77		
Invoice Description -> POSTAGE METER RENTAL - JANUARY 6/12 TO JANUARY 5/2013							
<b>Total :</b>					563.77	0.00	563.77
<b>Supplier Total :</b>					563.77	0.00	563.77

Supplier	Supplier Name	Status	Batch	Medium	Debit	Credit	Amount
3622	NICKLIN WASTE DISPOSAL						
31408	04-Nov-2011	Issued	176	C			73.92
3275	01-4-2500-000				73.92		
Invoice Description -> COUGAR SMITH PARK GARBAGE PICKUP NOV 2011 - JAN 2012							
<b>Total :</b>					73.92	0.00	73.92
<b>Supplier Total :</b>					73.92	0.00	73.92

Supplier	Supplier Name	Status	Batch	Medium	Debit	Credit	Amount
3651	NORTH ISLAND LABORATORIES						
31504	23-Nov-2011	Issued	186	C			988.96
79397	01-4-2500-000				988.96		
Invoice Description -> WCLF WATER TESTING							

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 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	
<b>Total :</b>				988.96	0.00	988.96
<b>Supplier Total :</b>				988.96	0.00	988.96

<b>3697</b>	<b>OCHMAN, STEFAN</b>						
31458	15-Nov-2011		Issued	179	C	620.03	
SO153396	01-4-2500-000	PAYABLES - TRADE			620.03		
Invoice Description -->		DIRECTOR SALARY LESS TAX \$ 100 LESS CPP- \$ 9.64					
<b>Total :</b>					620.03	0.00	620.03
31543	28-Nov-2011		Issued	188	C	745.43	
SONOV23/11	01-4-2500-000	PAYABLES - TRADE			745.43		
Invoice Description -->		MEETINGS OCTOBER 20 TO NOVEMBER 23, LESS CPP \$9.57					
<b>Total :</b>					745.43	0.00	745.43
<b>Supplier Total :</b>					1365.46	0.00	1365.46

<b>2010</b>	<b>OUGHTRED COFFEE &amp; TEA LTD.</b>						
31537	28-Nov-2011		Issued	188	C	100.48	
64265	01-4-2500-000	PAYABLES - TRADE			100.48		
Invoice Description -->		OFFICE SUPPLIES					
<b>Total :</b>					100.48	0.00	100.48
<b>Supplier Total :</b>					100.48	0.00	100.48

<b>3792</b>	<b>PACIFIC BLUE CROSS</b>						
31409	04-Nov-2011		Issued	176	C	3210.91	
PBCNOV11	01-4-2500-000	PAYABLES - TRADE			3210.91		
Invoice Description -->		NOVEMBER 2011 PREMIUMS					
<b>Total :</b>					3210.91	0.00	3210.91
31544	28-Nov-2011		Issued	188	C	3588.88	
PBCDEC11	01-4-2500-000	PAYABLES - TRADE			3588.88		
Invoice Description -->		DECEMBER 2011 PREMIUMS					
<b>Total :</b>					3588.88	0.00	3588.88
<b>Supplier Total :</b>					6799.79	0.00	6799.79

<b>4010</b>	<b>PETRO CANADA</b>						
31461	15-Nov-2011		Issued	179	C	787.39	
PCOCT11	01-4-2500-000	PAYABLES - TRADE			787.39		
Invoice Description -->		FUEL RD VEHICLES					
<b>Total :</b>					787.39	0.00	787.39

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				787.39	0.00	787.39
3876	PFANNENSCHMIDT, JANE					
31506	23-Nov-2011	Issued	186	C	459.23	
JPNOV19	01-4-2500-000	PAYABLES - TRADE		459.23		
Invoice Description -> ELECTION OFFICIAL 2011						
<b>Total :</b>				459.23	0.00	459.23
<b>Supplier Total :</b>				459.23	0.00	459.23
3877	PFANNENSCHMIDT, BOB					
31507	23-Nov-2011	Issued	186	C	459.23	
BPNV19	01-4-2500-000	PAYABLES - TRADE		459.23		
Invoice Description -> ELECTION OFFICIAL 2011						
<b>Total :</b>				459.23	0.00	459.23
<b>Supplier Total :</b>				459.23	0.00	459.23
3797	PITEAU ASSOCIATES					
31459	15-Nov-2011	Issued	179	C	7477.40	
154844	01-4-2500-000	PAYABLES - TRADE		7477.40		
Invoice Description -> AVLF MONITORING PROGRAM						
<b>Total :</b>				7477.40	0.00	7477.40
<b>Supplier Total :</b>				7477.40	0.00	7477.40
3887	PLANNING INSTITUTE OF B.C.					
31460	15-Nov-2011	Issued	179	C	125.00	
ADOCT31/11	01-4-2500-000	PAYABLES - TRADE		125.00		
Invoice Description -> ALEX DYER - APPLICATION FOR FULL MEMBERSHIP						
<b>Total :</b>				125.00	0.00	125.00
<b>Supplier Total :</b>				125.00	0.00	125.00
4106	PORTER WOOD RECYCLING LTD					
31462	15-Nov-2011	Issued	179	C	6720.00	
8209	01-4-2500-000	PAYABLES - TRADE		6720.00		
Invoice Description -> AVLF WOOD CHIPPING						
<b>Total :</b>				6720.00	0.00	6720.00
<b>Supplier Total :</b>				6720.00	0.00	6720.00

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
31410	04-Nov-2011		Issued	176	C	23.29	
414213408	01-4-2500-000	PAYABLES - TRADE				23.29	
	Invoice Description -> POSTAGE						
<b>Total :</b>						23.29	0.00
31463	15-Nov-2011		Issued	179	C	69.46	
414293329	01-4-2500-000	PAYABLES - TRADE				32.67	
	Invoice Description -> POSTAGE						
414371678	01-4-2500-000	PAYABLES - TRADE				36.79	
	Invoice Description -> POSTAGE						
<b>Total :</b>						69.46	0.00
31508	23-Nov-2011		Issued	186	C	66.06	
414446898	01-4-2500-000	PAYABLES - TRADE				66.06	
	Invoice Description -> POSTAGE						
<b>Total :</b>						66.06	0.00
<b>Supplier Total :</b>						158.81	0.00

4187	QUALITY FOODS-PORT ALBERNI						
31509	23-Nov-2011		Issued	186	C	80.62	
61 553018	01-4-2500-000	PAYABLES - TRADE				80.62	
	Invoice Description -> OFFICE SUPPLIES						
<b>Total :</b>						80.62	0.00
31546	28-Nov-2011		Issued	188	C	39.19	
67 683098	01-4-2500-000	PAYABLES - TRADE				39.19	
	Invoice Description -> OFFICE SUPPLIES						
<b>Total :</b>						39.19	0.00
<b>Supplier Total :</b>						119.81	0.00

4220	RAYNER & BRACHT LTD						
31465	15-Nov-2011		Issued	179	C	1993.60	
2011266	01-4-2500-000	PAYABLES - TRADE				1993.60	
	Invoice Description -> BAMFIELD BIN CHARGES						
<b>Total :</b>						1993.60	0.00
<b>Supplier Total :</b>						1993.60	0.00

4218	RAYNER BRACHT CONSTRUCTION INC.						
31464	15-Nov-2011		Issued	179	C	148710.24	
PC#1 - 2807	01-4-2500-000	PAYABLES - TRADE				148710.24	
	Invoice Description -> LBA ACCESS ROAD PAVING						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				148710.24	0.00	148710.24
<b>Supplier Total :</b>				148710.24	0.00	148710.24

<b>4280</b>	<b>RECEIVER GENERAL FOR CANADA</b>						
31425	09-Nov-2011		Issued	177	C	18949.99	
PD7A - OCT16 & 30,	01-4-2500-000	PAYABLES - TRADE			18949.99		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING OCTOBER 16 & 30, 2011					
<b>Total :</b>					18949.99	0.00	18949.99

31510	23-Nov-2011		Issued	186	C	7563.70	
PD7A - NOV13/11	01-4-2500-000	PAYABLES - TRADE			7563.70		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING NOVEMBER 13, 2011					
<b>Total :</b>					7563.70	0.00	7563.70
<b>Supplier Total :</b>					26513.69	0.00	26513.69

<b>4364</b>	<b>RICHARDS, JOHN</b>						
31511	23-Nov-2011		Issued	186	C	500.00	
003	01-4-2500-000	PAYABLES - TRADE			500.00		
Invoice Description -->		BWS - CONTRACTOR OCTOBER 15 TO NOVEMBER 3, 2011					
<b>Total :</b>					500.00	0.00	500.00
<b>Supplier Total :</b>					500.00	0.00	500.00

<b>4508</b>	<b>ROYAL CANADIAN LEGION</b>						
31412	04-Nov-2011		Issued	176	C	40.00	
550924	01-4-2500-000	PAYABLES - TRADE			40.00		
Invoice Description -->		REMEMBRANCE DAY WREATH					
<b>Total :</b>					40.00	0.00	40.00
<b>Supplier Total :</b>					40.00	0.00	40.00

<b>4503</b>	<b>RUSSCHER, ERIC</b>						
31411	04-Nov-2011		Issued	176	C	445.00	
EROCT5-26	01-4-2500-000	PAYABLES - TRADE			445.00		
Invoice Description -->		MEETINGS OCTOBER 5-26					
<b>Total :</b>					445.00	0.00	445.00

31466	15-Nov-2011		Issued	179	C	418.75	
ER450353398	01-4-2500-000	PAYABLES - TRADE			418.75		
Invoice Description -->		DIRECTOR'S SALARY LESS \$100 TAX					
<b>Total :</b>					418.75	0.00	418.75

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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3

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	Amount		
31547	28-Nov-2011			Issued	188	C	345.00	
ERNOV23/11	01-4-2500-000	PAYABLES - TRADE				345.00		
Invoice Description -->		MEETINGS NOVEMBER 9 TO 23						
Total :						345.00	0.00	345.00
Supplier Total :						1208.75	0.00	1208.75
4645	SHAW CABLE							
31467	15-Nov-2011			Issued	179	C	213.75	
OCT28/11	01-4-2500-000	PAYABLES - TRADE				100.69		
Invoice Description -->		COMPUTER BROADBAND						
NOV9/11	01-4-2500-000	PAYABLES - TRADE				113.06		
Invoice Description -->		COMPUTER BROADBAND						
Total :						213.75	0.00	213.75
Supplier Total :						213.75	0.00	213.75
4617	SIMSON MAXWELL							
31413	04-Nov-2011			Issued	176	C	1626.45	
R58632	01-4-2500-000	PAYABLES - TRADE				1626.45		
Invoice Description -->		BWS - GENERATOR SERVICE						
Total :						1626.45	0.00	1626.45
Supplier Total :						1626.45	0.00	1626.45
4726	SOLDA, CINDY							
31414	04-Nov-2011			Issued	176	C	160.00	
CSOCT26/11	01-4-2500-000	PAYABLES - TRADE				160.00		
Invoice Description -->		MEETING OCTOBER 26, 2011						
Total :						160.00	0.00	160.00
Supplier Total :						160.00	0.00	160.00
4728	SONBIRD REFUSE & RECYCLING LTD.							
31469	15-Nov-2011			Issued	179	C	19988.55	
10977	01-4-2500-000	PAYABLES - TRADE				19988.55		
Invoice Description -->		OCTOBER WC GARBAGE & RECYCLING						
Total :						19988.55	0.00	19988.55
Supplier Total :						19988.55	0.00	19988.55
4772	SPROAT LAKE COMMUNITY ASSOCIATION							
31548	28-Nov-2011			Issued	188	C	10000.00	
SLCANOV11	01-4-2500-000	PAYABLES - TRADE				10000.00		

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0001 To 9193  
 Trans. Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 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			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description -> SPROAT LAKE COMMUNITY ASSOCIATION WITHDRAWL OF GRANT						
<b>Total :</b>				10000.00	0.00	10000.00
<b>Supplier Total :</b>				10000.00	0.00	10000.00

4785	STAPLES MCDANNOLD STEWART					
31512	23-Nov-2011		Issued	186	C	1790.11
59080	01-4-2500-000	PAYABLES - TRADE				25.76
Invoice Description -> LEGAL FEES						
59079	01-4-2500-000	PAYABLES - TRADE				75.60
Invoice Description -> LEGAL FEES						
59078	01-4-2500-000	PAYABLES - TRADE				227.15
Invoice Description -> LEGAL FEES						
59081	01-4-2500-000	PAYABLES - TRADE				1461.60
Invoice Description -> LEGAL FEES						
<b>Total :</b>				1790.11	0.00	1790.11
<b>Supplier Total :</b>				1790.11	0.00	1790.11

4885	SUN COAST WASTE SERVICES					
31549	28-Nov-2011		Issued	188	C	23210.56
86616	01-4-2500-000	PAYABLES - TRADE				23210.56
Invoice Description -> NOVEMBER AV RECYCLING CONTRACT						
<b>Total :</b>				23210.56	0.00	23210.56
<b>Supplier Total :</b>				23210.56	0.00	23210.56

5410	TD VISA					
31523	23-Nov-2011		Issued	186	C	1617.07
NOV5/11	01-4-2500-000	PAYABLES - TRADE				1617.07
Invoice Description -> OFFICE \$271.64, SURVEY, STUDIES, REPORTS \$1022.32, BUILD INSP OFFICE \$119.90, COMP						
<b>Total :</b>				1617.07	0.00	1617.07
<b>Supplier Total :</b>				1617.07	0.00	1617.07

4984	TELUS					
31514	23-Nov-2011		Issued	186	C	2433.71
NOV7/11	01-4-2500-000	PAYABLES - TRADE				2433.71
Invoice Description -> RD CELLPHONES						
<b>Total :</b>				2433.71	0.00	2433.71
<b>Supplier Total :</b>				2433.71	0.00	2433.71

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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 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				
31513	23-Nov-2011		Issued	186	C	632.47		
SBNOV13/11	01-4-2500-000	PAYABLES - TRADE				206.30		
Invoice Description --> SALMON BEACH CELL PHONE								
NOV9/11	01-4-2500-000	PAYABLES - TRADE				426.17		
Invoice Description --> RD CELLPHONES								
Total :						632.47	0.00	632.47
Supplier Total :						632.47	0.00	632.47
<hr/>								
1065	THE CANADIAN INSTITUTE OF CHARTERED ACCOUNTANTS							
31491	23-Nov-2011		Issued	186	C	89.60		
219831	01-4-2500-000	PAYABLES - TRADE				89.60		
Invoice Description --> PUBLIC SECTOR - LICENCE FOR PSAB 12/18/11 TO 12/17/12								
Total :						89.60	0.00	89.60
Supplier Total :						89.60	0.00	89.60
<hr/>								
2320	THE GRAPHICS FACTORY							
31400	04-Nov-2011		Issued	176	C	676.48		
19339	01-4-2500-000	PAYABLES - TRADE				676.48		
Invoice Description --> ELECTION BALLOTS								
Total :						676.48	0.00	676.48
Supplier Total :						676.48	0.00	676.48
<hr/>								
2649	THE INK SPOT							
31384	01-Nov-2011		Issued	173	C	1371.93		
8846	01-4-2500-000	PAYABLES - TRADE				1371.93		
Invoice Description --> OFFICE SUPPLIES - TONERS								
Total :						1371.93	0.00	1371.93
Supplier Total :						1371.93	0.00	1371.93
<hr/>								
5011	THOMAS, JOHN							
31417	04-Nov-2011		Issued	176	C	20.00		
JTOCT27/11	01-4-2500-000	PAYABLES - TRADE				20.00		
Invoice Description --> BWS WATER TAXI								
Total :						20.00	0.00	20.00
<hr/>								
31470	15-Nov-2011		Issued	179	C	15.00		
JTOCT31/11	01-4-2500-000	PAYABLES - TRADE				15.00		
Invoice Description --> WCLF WATER SAMPLING - TRAVEL COSTS								
Total :						15.00	0.00	15.00

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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-Fik

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
<b>Supplier Total :</b>						35.00	0.00	35.00
<b>5006</b>	<b>THOMSON, WENDY</b>							
31416	04-Nov-2011			Issued	176	C	545.54	
WTOCT28/11	01-4-2500-000	PAYABLES - TRADE				545.54		
Invoice Description --> CLERKS FORUM TRAVEL EXPENSES								
<b>Total :</b>						545.54	0.00	545.54
<b>Supplier Total :</b>						545.54	0.00	545.54
<b>5069</b>	<b>TOTAL DELIVERY SYSTEMS</b>							
31471	15-Nov-2011			Issued	179	C	133.60	
128641	01-4-2500-000	PAYABLES - TRADE				133.60		
Invoice Description --> POSTAGE								
<b>Total :</b>						133.60	0.00	133.60
<b>31516</b>	<b>23-Nov-2011</b>			Issued	186	C	225.75	
129211	01-4-2500-000	PAYABLES - TRADE				225.75		
Invoice Description --> POSTAGE \$184.70, SB WATER \$16.87								
<b>Total :</b>						225.75	0.00	225.75
<b>Supplier Total :</b>						359.35	0.00	359.35
<b>0900</b>	<b>TRACY BOND (PETTY CASH)</b>							
31421	09-Nov-2011			Issued	177	C	108.14	
TBNOV8/11	01-4-2500-000	PAYABLES - TRADE				108.14		
Invoice Description --> OFFICE \$92.54, ELECTIONS \$5.54, BUILD TRAVEL \$3.57								
<b>Total :</b>						108.14	0.00	108.14
<b>31478</b>	<b>16-Nov-2011</b>			Issued	180	C	85.02	
PCNOV16/11	01-4-2500-000	PAYABLES - TRADE				85.02		
Invoice Description --> ELECTIONS \$67.71, OFFICE \$10								
<b>Total :</b>						85.02	0.00	85.02
<b>31532</b>	<b>28-Nov-2011</b>			Issued	188	C	152.36	
TBNOV24/11	01-4-2500-000	PAYABLES - TRADE				152.36		
Invoice Description --> ELECTIONS \$33.46, AV HEALTH NETWORK \$53.57, OFFICE \$39.18, BUILD INSP OFFICE \$16.8:								
<b>Total :</b>						152.36	0.00	152.36
<b>Supplier Total :</b>						345.52	0.00	345.52
<b>5114</b>	<b>TRINEX INTERNET SOLUTIONS INC</b>							
31472	15-Nov-2011			Issued	179	C	560.00	
5408	01-4-2500-000	PAYABLES - TRADE				560.00		
Invoice Description --> NOVEMBER WEBSITE MAINTENANCE								

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Supplier : 0001 To 9193  
 Trans. Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque Date : 01-Nov-2011 To 30-Nov-2011  
 Cheque No. : All  
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Bank : 1 To 3  
 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					
<b>Total :</b>							560.00	0.00	560.00
<b>Supplier Total :</b>							560.00	0.00	560.00
<b>5186</b>	<b>UCLUELET RENT-IT CENTER</b>								
31517	23-Nov-2011		Issued	186	C	386.40			
11585	01-4-2500-000	PAYABLES - TRADE				386.40			
Invoice Description -> SALMON BEACH GARBAGE									
<b>Total :</b>							386.40	0.00	386.40
<b>Supplier Total :</b>							386.40	0.00	386.40
<b>5180</b>	<b>UNION OF B.C. MUNICIPALITIES</b>								
31473	15-Nov-2011		Issued	179	C	42.56			
C11-4125	01-4-2500-000	PAYABLES - TRADE				42.56			
Invoice Description -> UBCM 2011 ANNUAL CONVENTION REGISTRATION FEES									
<b>Total :</b>							42.56	0.00	42.56
<b>Supplier Total :</b>							42.56	0.00	42.56
<b>5195</b>	<b>UNISERVE COMMUNICATIONS CORPORATION</b>								
31418	04-Nov-2011		Issued	176	C	25.70			
20111028-502023	01-4-2500-000	PAYABLES - TRADE				25.70			
Invoice Description -> NOVEMBER 2011 WCLF INTERNET SERVICE									
<b>Total :</b>							25.70	0.00	25.70
<b>Supplier Total :</b>							25.70	0.00	25.70
<b>5263</b>	<b>VADIM SOFTWARE</b>								
31518	23-Nov-2011		Issued	186	C	1301.36			
I-VC06160	01-4-2500-000	PAYABLES - TRADE				84.00			
Invoice Description -> SASKTEL FIREWALL UPDATE									
I-VC06206	01-4-2500-000	PAYABLES - TRADE				336.00			
Invoice Description -> HOSTING DECEMBER 2011									
I-VC06161	01-4-2500-000	PAYABLES - TRADE				881.36			
Invoice Description -> ONSITE SOFTWARE TRAINING									
<b>Total :</b>							1301.36	0.00	1301.36
<b>Supplier Total :</b>							1301.36	0.00	1301.36
<b>5278</b>	<b>VANCOUVER ISLAND PUBLISHING GROUP</b>								
31519	23-Nov-2011		Issued	186	C	3154.11			
1322203	01-4-2500-000	PAYABLES - TRADE				3154.11			
Invoice Description -> AVLF \$600.36, WCLF \$589.08, ELECTION \$720.30, RECRUIT \$516.66, OCP \$ 188.13, MULTI PLE									

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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 Batch No. : All

Bank : 1 To 3  
 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					
<b>Total :</b>							3154.11	0.00	3154.11
<b>Supplier Total :</b>							3154.11	0.00	3154.11
<b>5287</b>	<b>VANCOUVER ISLAND REGIONAL LIBRARY</b>								
31520	23-Nov-2011		Issued	186	C	84686.00	84686.00		
4THQTR2011	01-4-2500-000	PAYABLES - TRADE				84686.00			
Invoice Description -->		4TH QUARTER LIBRARY LEVY 2011							
<b>Total :</b>							84686.00	0.00	84686.00
<b>Supplier Total :</b>							84686.00	0.00	84686.00
<b>5345</b>	<b>VELVET SEAL</b>								
31521	23-Nov-2011		Issued	186	C	3600.00	3600.00		
3143	01-4-2500-000	PAYABLES - TRADE				3600.00			
Invoice Description -->		AVRA - CRACK SEALING AND CLEANING							
<b>Total :</b>							3600.00	0.00	3600.00
<b>Supplier Total :</b>							3600.00	0.00	3600.00
<b>5423</b>	<b>WALCO INDUSTRIES LTD.</b>								
31419	04-Nov-2011		Issued	176	C	95.20	95.20		
15463	01-4-2500-000	PAYABLES - TRADE				95.20			
Invoice Description -->		AVRA - SEPTIC REPAIR							
<b>Total :</b>							95.20	0.00	95.20
<b>31475</b>	<b>15-Nov-2011</b>		Issued	179	C	375.20	375.20		
15465	01-4-2500-000	PAYABLES - TRADE				375.20			
Invoice Description -->		AVRA - SEPTIC FIELD PUMPOUT							
<b>Total :</b>							375.20	0.00	375.20
<b>Supplier Total :</b>							470.40	0.00	470.40
<b>5513</b>	<b>WEST VAN ISLE CONTRACTING CO. LTD</b>								
31525	23-Nov-2011		Issued	186	C	302.40	302.40		
NOV10/11	01-4-2500-000	PAYABLES - TRADE				302.40			
Invoice Description -->		LBA - COVER - CEDAR LUMBER							
<b>Total :</b>							302.40	0.00	302.40
<b>Supplier Total :</b>							302.40	0.00	302.40
<b>5481</b>	<b>WESTCOAST HOME HARDWARE LTD</b>								
31524	23-Nov-2011		Issued	186	C	19.03	95.15		
60450	01-4-2500-000	PAYABLES - TRADE				19.03			

**ALBERNI-CLAYQUOT REGIONAL DISTRICT**  
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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 3  
 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	Amount		
Invoice Description --> ACRD OFFICE - ICE MELT							
60497	01-4-2500-000	PAYABLES - TRADE	76.12				
Invoice Description --> ACRD OFFICE - ICE MELT							
<b>Total :</b>			95.15	0.00			95.15
<b>Supplier Total :</b>			95.15	0.00			95.15
<hr/>							
5537	<b>WINDSOR PLYWOOD</b>						
31476	15-Nov-2011			Issued	179	C	341.96
143897	01-4-2500-000	PAYABLES - TRADE	341.96				
Invoice Description --> WCLF SIGNAGE SUPPLIES							
<b>Total :</b>			341.96	0.00			341.96
<hr/>							
31526	23-Nov-2011			Issued	186	C	133.24
56564A	01-4-2500-000	PAYABLES - TRADE	133.24				
Invoice Description --> SALMON BEACH - SECURITY							
<b>Total :</b>			133.24	0.00			133.24
<b>Supplier Total :</b>			475.20	0.00			475.20
<hr/>							
5700	<b>XPLORNET INTERNET SERVICES</b>						
31420	04-Nov-2011			Issued	176	C	55.99
I-5601773	01-4-2500-000	PAYABLES - TRADE	55.99				
Invoice Description --> LBA NOVEMBER INTERNET SERVICE							
<b>Total :</b>			55.99	0.00			55.99
<b>Supplier Total :</b>			55.99	0.00			55.99
<hr/>							
<b>Total Computer Paid :</b>	720,187.95	<b>Total EFT PAP :</b>	23,289.60	<b>Total Paid :</b>	743,477.55		
<b>Total Manually Paid :</b>	0.00	<b>Total EFT File Transfer :</b>	0.00				



## MEMORANDUM

**To:** Russell Dyson, Chief Administrative Officer and Regional Board

**From:** Carla Connolly, Planner

**Date:** December 2, 2011

**Subject:** DVA11007 (Boyes)

---

### Background

At the November 23, 2011 Board meeting, the Board of Directors reviewed an application for a development variance relating to STRATA LOT 45, DISTRICT LOT 1630, CLAYOQUOT DISTRICT, STRATA PLAN 1238, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 (Lot 45 Haggard Cove). The applicant requested a reduction of the required front yard setback from 25 feet to 14.1 feet.

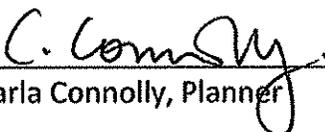
As the Board is considering denying this application, the applicant has been invited to speak at the upcoming December Board meeting.

### Recommendation

That the Regional Board:

- 1) Receive the staff report; and
- 2) Pass a resolution to deny the requested development variance DVA11007.

Submitted by:

  
\_\_\_\_\_  
Carla Connolly, Planner

### DVA11007

Members: City of Port Alberni, District of Ucluelet, District of Tofino  
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), and "F" (Cherry Creek)

November 22, 2011

TO: ALBERNI-CLAYOQUOT REGIONAL DISTRICT

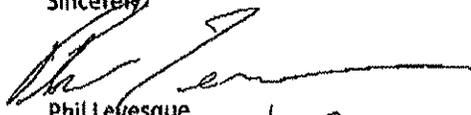
RE: APPLICATION NO. DVA11007 Thomas Lee Boyes

We wish to stand against Mr. Boyes application to reduce the front yard setback from 25 feet to 14.1 feet on lot 45 Haggard's Cove.

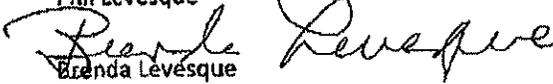
Mr. Boyes was aware that by building his cabin where it is, he would be non-compliant but decided to go ahead without approval.

The majority of owners at Haggard's Cove take the environment seriously and respect the zoning regulations.

Sincerely,



Phil Levesque



Brenda Levesque

Lot # 30 Haggard's Cove  
Email: [pandblev@shaw.ca](mailto:pandblev@shaw.ca)  
Phone 250-616-1405

1063

November 22, 2011

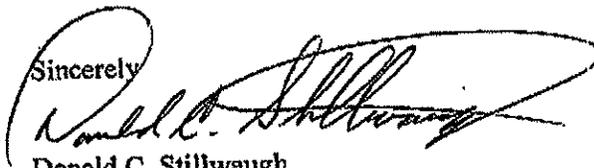
Albemi-Clayaquot Regional District  
Fax 250 723 1327

Re: Application No, DVA11007 (Variance Permit)

I am the managing partner for Totem Rock LLC (an Idaho, USA Corporation)  
Strata lot 52 at Haggard's Cove.

Please be advised we are **against** changing any existing variance to lot 45.  
The set back is in place because of the road width and to protect view of the houses on  
the upper level.

Sincerely

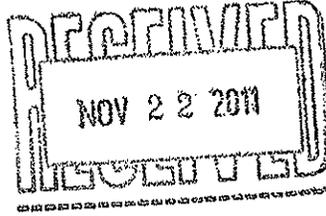


Donald C. Stillwaugh  
Managing partner  
Totem Rock LLC

**Bob Schulz**

2067 Cosgrove Cres  
Nanaimo, B. C. V9S 3P5

Business 250-758-1341  
Home 250-758-9909



November 16, 2011

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

Att: Mike Irg, Manager of Planning and Development

As owners of Lot #29 at Haggard Cove we have a variance permit which is #DVA0800.

We are surprised that Lot #45 is requesting a variance permit due to the fact that the cabin is already built. We were told by the building inspector that we had to get the variance permit prior to building on our lot.

Here are our concerns:

- (1) Where does the owner park a vehicle?
- (2) Other lots (65, 66 & 67) might do the same? (The road is not very wide in this subdivision)
- (3) The view impact on other lots
- (4) The stability of the bank which looks like it was only back filled?

Your attention to this matter would be greatly appreciated.

Sincerely,

Bob Schulz

**Carla Connolly**

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**From:** Gary and Joyce Pool [jgpool@shaw.ca]  
**Sent:** November 22, 2011 6:30 AM  
**To:** Carla Connolly  
**Subject:** Haggard Cove - variance application Lot 45

Good morning Carla:

Re: Lot 45 Haggard Cove, Variance Permit Application No. DVA11007, Thomas Lee Boyes

Please be advised that we are not in agreement with any variance provision of the above-noted lot.

Gary and Joyce Pool  
Lot 53 Haggard Cove

**Carla Connolly**

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**From:** Pat Hickey [pathickey@shaw.ca]  
**Sent:** November 21, 2011 3:31 PM  
**To:** Carla Connolly  
**Subject:** Application No. DVA11007 for Lot 45 Haggard Cove

Lot 45 Haggard Cove  
Variance Permit Application No. DVA11007  
Thomas Lee Boyes

SL 45 has always been a contentious lot and a variance was granted for construction.

We do not feel that a further variance is appropriate as this whole issue was examined once before and the Owner was well aware of the limitations of the lot and building site.

Sincerely,  
Gerry and Pat Hickey  
SL 53 Haggard Cove

**Carla Connolly**

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**From:** Paul Sadler [pmsadler@comcast.net]  
**Sent:** November 18, 2011 4:06 PM  
**To:** Carla Connolly  
**Cc:** Mike Wilton; pmsadler@comcast.net; John Novotny; Al Merlich  
**Subject:** Lot 45 Haggard Cove

This builder on lot 45 has done a lot of things to make us all mad.

He left garbage out for bears after being told not to.....

He set up a dug toilet next to the waterfront when told not to.....

There is junk everywhere.....

He stacked up logs and stumps in the creek bed across the road.....

He already got a varance from the creek setback.....

No way should this violation be overlooked. What can be done ??

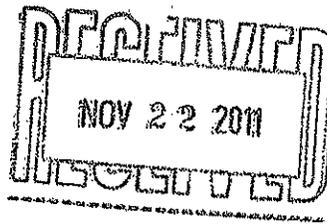
I'm lot #14 which is the 2<sup>nd</sup> closest house. I look down on all his mess.....

Is this note in time for the hearing ?????? Please let me know by "reply" e-mail.

Thank You

Lot 14  
Paul M. Sadler  
4341 Cable St  
Bellingham, WA 98229  
360-671-8704

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



This letter is regarding Strata Lot 45 at Haggard's Cove owned by Thomas Lee Boyes. We feel that the permit he is requesting should not be issued for several reasons. First of all, Mr Boyes has made it clear from the beginning that he plans to do as he pleases – rules do not matter to him. Secondly, his property is on one of the narrowest places on the road, which makes it difficult when one is trying to use the road and his equipment is blocking it. We feel that if this permit is issued it will set a precedent for the other lots on this road. We are against this permit being issued. Thank you.

Warren and Kathy Horning

14095 Baseline Road W

Quincy, Washington USA 98848

Strata Lot 18 – Haggard's Cove

*Warren Horning*  
*Kathy Horning*

*Phone: 509-398-1851*

*Fax: 509-785-3022*

**Carla Connolly**

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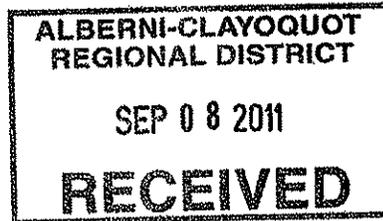
**From:** Frank Chambers [frank@northstarww.com]  
**Sent:** November 14, 2011 7:12 AM  
**To:** Carla Connolly  
**Subject:** lot 45, Haggards Cove

To the Regional District Board;

It is my hope that an investigation be performed to determine whether the owner had prior knowledge as to where his building site should have been, and whether he purchased the property for a reduced price as a resulting knowledge of the limitation of the lot. If that were the case, and he then built where he pleased, it would seem to set a precedent for future purchasers to adhere to a similar policy.

Frank Chambers  
Northstar Woodworks  
360-384-0307 ext.202  
[www.northstarww.com](http://www.northstarww.com)

Mike Wilton  
Owner, Lot 31 Haggards Cove  
6234 Lower Chippewa Road  
Duncan B.C. V9L 5P8  
September 8<sup>th</sup>, 2011



Port Alberni Regional District

Re: Thomas BOYES  
Lot 45 Haggards Cove  
Variance to Property

I am of the understanding that Thomas Boyes has applied to have the location of his cabin approved by the Regional District. I am strongly opposed to this for several reasons.

I feel that it is important that you are aware of a conversation I had with Mr. Boyes the first time I met him on the dock at Haggards Cove even prior to him starting to build. The conversation was about the history of the lot and how most people that looked at the lot would not purchase it because it was not a buildable lot. The reasons were that the footprint available to build was so small it was not practical. I further advised Mr Boyes that with the fish-bearing stream going through his lot he needed to be careful in his dealings with Federal Fisheries as the Strata had a history with them. Mr. Boyes then stated to me, " I will do what I need to do and then tell them that I am old and did not understand."

During the stages of building Mr. Boyes has shown very little respect for the neighbours in the development. He has taken other people's firewood, stored his equipment and a large quantity of debris on other people's properties without asking permission, and set up camp on strata common property without seeking permission. Every time he is approached to discuss these issues he pleads ignorance or that he didn't know. My opinion of Mr. Boyes is he is dumb like a fox. His first statement shows his disregard for the building rules, his behaviour shows his disregard for others.

Mr. Boyes purchased the lot at a reduced price due to the issues of building and he was well aware of them. His lot along with three other undeveloped lots are the showcase lots to the development as they are located directly in front as one arrives in the Cove. As a result of building too close to the roadway he has created a very small passageway for vehicles when he parks his vehicles in the parking space he has created.

It would be a dangerous precedent to allow this variance to be approved knowing that the intent was in place even prior to building. Others in the development have applied for variances prior to building and operated within the guidelines. My concern is that there is about half of the development lots left to build on, of which most are the less

desirable building lots. Should you now approve this application, the message that would be sent out is that one can do what they wish, then get approval after the fact.

I am willing to attend in person should it be a requirement as I have a substantial investment in my property at Haggards Cove and believe the future of the development is critical by having builders following the rules and procedures in place for everyone's protection.

Again, I am strongly opposed to this application even being considered. Mr. Boyes showed his intent from the start and regardless of the expense to him now, it is a problem he created on his own by turning a blind eye to the rules.

Thank you in advance for your consideration.

Mike Wilton

## Carla Connolly

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**From:** Ernie Holt [haggardscove@donobi.net]  
**Sent:** November 14, 2011 7:27 PM  
**To:** Carla Connolly  
**Subject:** Lot 45 Variance  
**Attachments:** 20111111094908504 (2).pdf

Dear Ms. Connolly-

I am sending this email in response to the Notice of Application of Development Variance Permit Application No. DVA11007. I am opposed to approval of this variance. My main concern is the issue of precedent being set of just do what you want, and ask for forgiveness later. Most of the remaining lots are less desirable building lots and it would be a mistake for the regional district to allow one to violate the codes and then approve after the fact.

Thanks for your consideration.

Ernie & Debbie Holt  
Lot #39, Haggards Cove.

**Carla Connolly**

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**From:** ALEX & NANCY MERLICH [allday24@msn.com]  
**Sent:** November 13, 2011 11:29 AM  
**To:** Carla Connolly  
**Subject:** FW: lot 45 variance  
**Attachments:** 20111111094908504.pdf

Dear Ms. Connolly-

I am sending this email in response to the Notice of Application of Development Variance Permit Application No. DVA11007. I am opposed to approval of this variance. My main concern is the issue of precedent being set of just do what you want, and ask for forgiveness later. Most of the remaining lots are less desirable building lots and it would be a mistake for the regional district to allow one to violate the codes and then approve after the fact.

Thanks for your consideration.

Alex Merlich  
Lot #13, Haggards Cove.

**Carla Connolly**

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**From:** dllely@aol.com  
**Sent:** November 13, 2011 6:54 PM  
**To:** Carla Connolly

DEAR MS. CONNOLLY, WE ARE PROPERTY OWNERS AT HAGGARD COVE AND OWN LOTS 4 AND 5. WE ARE WRITING TO STATE OUR CONCERNS THAT ALL VARIANCES SHOULD BE GRANTED BEFORE ANY CONSTRUCTION BEGINS. ANY DEVIATION FROM THIS POLICY LEADS TO INFRINGEMENTS ON PROPERTY RIGHTS AND CREATES AN ENVIRONMENT OF HOSTILE RELATIONSHIPS WITHIN THE COMMUNITY. SINCERELY, LEILANI AND DON ELLINGSEN

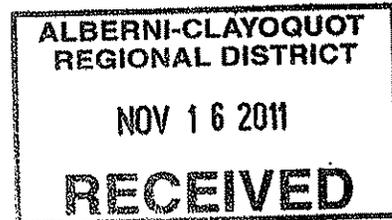
**ALBERNI-CLAYOQUOT REGIONAL DISTRICT BOARD**

**NOTICE OF APPLICATION FOR DEVELOPMENT VARIANCE PERMIT**  
**APPLICATION NO. DVA11007**

The prior owner of Strata Lot 45 applied for a variance permit in 2006 (variance request attached) requesting the setbacks be reduced from 25 feet to 15 feet, which was not approved at that time.

If this Variance Permit is approved, it will be setting a dangerous precedent that we can just build where we want and deal with the consequences later.

  
  
Ron Clark and Debra Clark  
Owners of Strata Lots 65, 66 & 67, Haggard Cove







## MEMORANDUM

**TO:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**FROM:** Alex Dyer, Junior Planner / Bylaw Enforcement Officer

**DATE:** December 02, 2011

**SUBJECT:** Development Variance DVC11009 (Hache)

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### Background

On November 23, 2011 the Regional Board reviewed an application for a development variance permit relating to Lot 15, Block 43, Section 49, Clayoquot District, Plan 510 (1089 Sixth Avenue, Salmon Beach).

The Board recommended that this application be furthered to the next stage of the variance process. This involved notifying all property owners within 200 feet of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the December 09, 2011 Board meeting staff will inform the Board.

This development variance permit will reduce the required side yard setback of the Marine Recreation (MR) District from 10 feet to 8.8 feet to allow for the construction of a cabin within the footprint of the existing foundation on the property.

### Recommendation

That the Regional Board pass a resolution to issue Development Variance Permit no. DVC11009.

### DVC11009

Members: City of Port Alberni, District of Ucluelet, District of Tofino  
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), and "F" (Cherry Creek)



**DEVELOPMENT VARIANCE PERMIT NO. DVC11009**

Whereas, pursuant to Section 922 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 7 of Part 26 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Joseph Hache

**Address:** 1089 Sixth Avenue, Salmon Beach

With respect to:

**Legal Description:** LOT 15, BLOCK 43, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

**PID:** 008-384-126

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- (i) Section 143.3(7)(ii) of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to vary the required side yard setback of the Marine Recreation (MR) District from 10 feet to 8.8 feet to allow for the construction of a cabin within the footprint of the existing foundation on the property.

In accordance with the provision of Section 922 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on xxxxx, 2011.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on xxxxx, 2011.

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Russell Dyson, CAO

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Chair of the Board of Directors

**DVC11009**

Members: City of Port Alberni, Village of Ucluelet, District of Tofino  
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



**Alberni-Clayoquot Regional District  
Board of Directors Meeting Schedule  
January 2012**

<b>Date</b>	<b>Meeting</b>	<b>Time &amp; Location</b>	<b>Attendees</b>
Wednesday, January 11 <sup>th</sup>	Committee-of-the-Whole Meeting  Regional Hospital District Meeting	1:30 pm – Regional District Board Room  Immediately following above	Directors, Staff  Directors, Staff
Wednesday, January 25 <sup>th</sup>	Regular Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Staff

Issued: December 1, 2011

