



Alberni-Clayoquot Regional District

**Committee-of-the-Whole Meeting
Wednesday, August 10, 2011**

Time: 1:30 pm

**Place: Alberni-Clayoquot Regional
District Board Room
3008 5th Avenue, Port Alberni, BC**

Agenda

1. Call to Order:

2. Petitions, Delegations & Presentations:

3. Adoption of Minutes:

- a. Meeting of July 13, 2011, 2011..... 1-7

4. Communications/Correspondence for Action

- a. BC Hydro
Re: Meetings at UBCM 9-10

5. Communications/Correspondence for Information:

- a. Ministry of Social Development & Minister Responsible for
Multiculturalism
Re: Message from Minister regarding Multiculturalism..... 11-12
- b. Heritage Branch, Government of BC
Re: Annual Survey: 2010 Summary Report..... 13-16
- c. District of West Kelowna
Re: Forest Fire Threats 17-18
- d. City of Nelson
Re: Forest Fire Threats 19-20
- e. Ministry of Health
Re: Creating an Age-Friendly Business in BC Guide..... 21-38

| | | |
|------------|---|--------|
| f. | Squamish-Lillooet Regional District Re: Surveyor of Taxes – 5.25% Fee for Collection of Regional District Taxes | 39-40 |
| g. | Union of British Columbia Municipalities Re: Municipal Auditor General Update | 41-54 |
| | Re: Gas Tax Agreement Community Works Fund Payment | 55-60 |
| 6. | <u>Reports:</u> | |
| a. | Update – Staff Action Items as of August 3, 2011 | 61-66 |
| b. | Island Coastal Economic Trust Re: Annual Report 2010/2011 (Attached Separately) | |
| c. | Vancouver Island Regional Library Re: 2010 Annual Report | 67-74 |
| 7. | <u>Other Reports:</u> | |
| 8. | <u>Administration:</u> | |
| a. | Administrative Memo Re: Strategic Community Investment Funds Report..... | 75-76 |
| b. | Request for Decision Re: Dangerous Dogs | 77-84 |
| 9. | <u>Finances:</u> | |
| a. | Administrative Memo Re: Finance Warrant No.507 | 85-114 |
| 10. | <u>Unfinished Business:</u> | |
| 11. | <u>New Business:</u> | |
| 12. | <u>Question Period:</u> | |
| 13. | <u>Adjournment:</u> | |



Alberni-Clayoquot Regional District

Committee-of-the-Whole Meeting

Minutes

Wednesday, July 13, 2011

Regional District Board Room

Present: Chairperson: Glenn Wong, Directors: Stefan Ochman, Mike Kokura, John Fraser, Patty Edwards, Hira Chopra, Ken McRae, Eric Russcher, Tony Bennett, Penny Cote

Staff: Russell Dyson, CAO, Carla Connolly, Planner, Andrew McGifford, Assistant Accountant, Tracy Bond, Secretary

1. The meeting was called to order at 1:32 pm.

Adoption of Minutes

2. *Moved by M. Kokura, seconded by P. Cote "That the Minutes from the regular Committee-of-the-Whole meeting held on June 8, 2011, be adopted as circulated."*

"Carried"

Communications/Correspondence for Action

3. Correspondence dated June 22, 2011 from the Coastal Invasive Plant Committee regarding Coordinated Invasive Plant Management in the Alberni-Clayoquot Region.
Moved by S. Ochman, seconded by P. Cote, "That the Alberni-Clayoquot Regional District become a member of the Coastal Invasive Plant Committee and donate \$1,000.00 to the Coastal Invasive Plant Committee for a coordinated invasive plant management program in 2011. The proceeds to go directly towards management activities on Alberni-Clayoquot Regional District lands."

"Carried"

Communications/Correspondence for Information

4. *Moved by T. Bennett, seconded by J. Fraser, "That the following correspondence be received for information: Union of British Columbia Municipalities, re: Municipal Auditor General, re: CFIB Property Tax Report, re: Community Excellence Awards, BC Hydro, re: BC Hydro is Exchanging Old Meters with New Smart Meters, City of Colwood, re: UBCM Resolution for 2011 UBCM Convention, Cherry Creek Waterworks District, re: Regional Water Supply Participation, Ministry of Forests, Lands & Natural Resource Operations, re: Float Cabins on Great Central Lake, Housing Affordability Symposium, re: The Action*



Plan to Address Market Housing Affordability, BC Cancer Agency, re: Cancer Prevention Information.”

“Carried”

Reports

5. *Moved by P. Edwards, seconded by S. Ochman, “That the Staff Action Items Update as of July 6, 2011 be received.”*

“Carried”

6. *Moved by M. Kokura, seconded by P. Cote, “That the Emergency Planning Committee Minutes from the meeting of June 23, 2011 be received.”*

“Carried”

7. *Moved by J. Fraser, seconded by S. Ochman, “That the North Island 9-1-1 Corporation’s Consolidated Financial Statements for the Year Ended December 31, 2011 be received.”*

“Carried”

Other Reports

8. Director McRae reported on the recent Federation of Canadian Municipalities Annual General Meeting. Many good presentations and meetings took place. Director McRae received information from Mayor Greg Moore, Port Coquitlam, regarding their garbage and recycling program. Director McRae met with Graham Bruce regarding funding for Vancouver Island Rail. The Canadian Homelessness problem was an item on the FCM agenda. The federal government will pass legislation to keep the 2% Gas Tax money coming to municipalities. A presentation was made by Imperial Oil on Brownfield Development. Director McRae attended a tour of Halifax Harbour. Director McRae thanked Directors for allowing him to attend the Federation of Canadian Municipalities Annual General Meeting.

Moved by K. McRae, seconded by E. Russcher, “That this verbal report be received.”

“Carried”

9. Chair Wong advised he attended the Toquaht First Nation celebration for the Maa-nulth treaty. Governor General Steven Pointe was in attendance. The Pulling Together group attended this celebration but arrived late due to poor



weather. The journey down the inlet to Port Alberni was not able to be completed due to the poor weather. Director Wong also attended the Pulling Together feast in Port Alberni. Director Wong attended Alberni District Secondary School graduation ceremonies and offered congratulations to the 350 graduates.

10. *Moved by T. Bennett, seconded by E. Russcher, "That the above verbal report be received and that a letter be sent to the Toquaht First Nation thanking them for inviting the Alberni-Clayoquot Regional District to participate in their Maanulth treaty signing celebration."*

"Carried"

11. *Moved K. McRae, seconded by T. Bennett, "That a letter be sent to the Tseshaht First Nations, Hupacasath First Nations, City of Port Alberni, the Department of Fisheries and Oceans and the Bank of Montreal thanking them for co-hosting the dinner and closing ceremonies of the Pulling Together event."*

"Carried"

12. Director Ochman advised that the Pulling Together group also arrived late in Bamfield due to poor weather. They were welcomed by both the elected Chief Councillor and the Hereditary Chief of the Huu-ay-aht First Nation and there was a feast at the House of Huu-ay-aht.
Moved by S. Ochman, seconded by T. Bennett, "That this verbal report be received."

"Carried"

Finances

13. Administrative Memo regarding Alberni-Clayoquot Regional District Finance Warrant No. 506.
Moved by M. Kokura, seconded by P. Cote, "That the Committee-of-the-Whole approve Finance Warrant Number 506 in the amount of \$1,007,396.97 dated June 30, 2011."

"Carried"



New Business

14. *Moved by T. Bennett, seconded by J. Fraser, "That the following be allowed for consideration as late items:*

- a. *sending a letter of support for C2C conference for the Tseshaht First Nation on behalf of the Coastal Community Network*
- b. *sending a letter to meet appropriate Ministers at UBCM regarding the Coastal Community Network's submitted resolution.*
- c. *sending a letter of congratulations to the Department of Fisheries and Oceans for reaching an agreement with the Hupacasath and Tseshaht First Nations on the Somass Fishery."*

"Carried"

15. *Moved by T. Bennett, seconded by K. McRae, "That a letter be sent to the Tseshaht First Nation in support of a Community to Community Forum to be held on behalf of the Coastal Community Network."*

"Carried"

16. *Moved by T. Bennett, seconded by K. McRae, "That a letter be sent to meet with the Premier and Ministers Bell, Thomson, Chong and Polak at the Union of British Columbia Municipalities convention to discuss the Coastal Community Network's resolution to be considered at the Union of British Columbia Municipalities convention.*

"Carried"

17. *Moved by T. Bennett, seconded by S. Ochman, "That a letter of congratulations be sent to the Department of Fisheries and Oceans regarding the agreement reached with the Hupacasath First Nation and the Tseshaht First Nation for the Somass Fishery.*

"Carried"

18. *Moved by M. Kokura, seconded by T. Bennett, "That the following be allowed for consideration as a late item: staff to investigate if there are available grants that could be accessed to expand broadband internet service into Beaver Creek and the Beaufort."*

"Carried"



19. *Moved by M. Kokura, seconded by T. Bennett, "That staff investigate any available grants that could be accessed to expand broadband internet service into Beaver Creek and Beaufort and that staff seek support from our MLA, Mr. Scott Fraser."*

"Carried"

20. *Moved by K. McRae, seconded by H. Chopra, "That the following be allowed for consideration as a late item: City of Port Alberni and the Alberni-Clayoquot Regional District coordinate meetings with Ministers at the Union of British Columbia Municipalities convention."*

"Carried"

21. *Moved by K. McRae, seconded by H. Chopra, "That the City of Port Alberni and the Alberni-Clayoquot Regional District coordinate Ministerial meetings at the Union of British Columbia Municipalities convention and copy the District of Ucluelet and the District of Tofino."*

"Carried"

22. *Moved by P. Cote, seconded by M. Kokura, "That the following be allowed for consideration as a late item: sending a letter to the Province regarding the Regional District not being involved in talks with the Province and the Hupacasath First Nation with regards to the Float Home issue on Great Central Lake."*

"Carried"

23. *Moved by P. Cote, seconded by M. Kokura, "That a letter be sent to the Hupacasath First Nation and to the Province requesting that the Alberni-Clayoquot Regional District be involved in the consultation process regarding Float Homes on Great Central Lake."*

"Carried"

24. *Moved by P. Cote, seconded by K. McRae, "That the following be allowed for consideration as a late item: requesting a Ministerial meeting at the Union of British Columbia Municipalities requesting consultation when there are major policy changes that impact Regional Districts and Municipalities in talks with the First Nations."*

"Carried"



25. *Moved by P. Cote, seconded by K. McRae, "That a Ministerial meeting be requested at the Union of British Columbia Municipalities Convention to discuss consultation when there are major policy changes that impact Regional Districts and Municipalities in talks with the First Nations."*

"Carried"

26. Director McRae advised that he attended a log export meeting on Friday, July 8th. Director McRae was requested to bring feed-back to the next meeting scheduled for July 20th. Director Bennett feels this should be something that Mr. Patrick Marshall, Coastal Community Network should be involved in. Director Bennett will get in touch with Mr. Marshall.

Moved by K. McRae, seconded by H. Chopra, "That this verbal report be received."

"Carried"

27. *Moved by G. Wong, seconded by J. Fraser, "That the following be allowed for consideration as a late item: Meeting with Minister Mary Polak to discuss applying for funding for implementation of Treaty settlement."*

"Carried"

28. *Moved by G. Wong, seconded by J. Fraser, "That a meeting with Minister Mary Polak be requested at the Union of British Columbia Municipalities to discuss funding for the Alberni-Clayoquot Regional District with regards to treaty settlement."*

"Carried"

Adjourn

29. *Moved by T. Bennett, seconded by H. Chopra, "That this meeting now stand adjourned."*

"Carried"

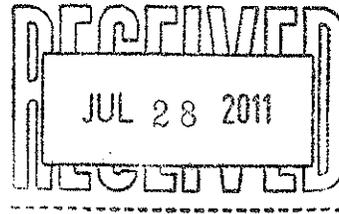
30. The meeting adjourned at 2:47 pm.



Certified Correct:

Glenn Wong,
Chairperson

Russell Dyson,
Chief Administrative Officer



Ted Olynyk

Manager, Community Relations
Vancouver Island Region
PO Box 1500, 400 Madsen Road
Nanaimo, BC, V9R 5M3
Phone: 250-755-7180
Fax: 250-755-7120
E-mail: ted.olynyk@bchydro.com

July 25, 2011

Alberni-Clayquot Regional District
Chair Hira Chopra
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Chair and Directors:

Re: 2011 UBCM Annual Convention

The 2011 UBCM Convention in Vancouver from September 26 to 30 is rapidly approaching and, once again, BC Hydro is pleased to be a major sponsor.

The conference theme of "Rethink, Replace & Rejuvenate: The New 3 R's" is very fitting with BC Hydro's 50 Anniversary "Regeneration" theme. Our presence at the UBCM Convention will be as follows:

Meetings: If you would like to book a meeting with one of our senior managers on a local issue, please contact me with an expression of interest including subject matter by **Friday, September 2**. Chris Joy with Community Relations is scheduling the meetings and can also receive your request. Her email address is chris.joy@bchydro.com. The meetings will be scheduled for either Wednesday, September 28 or Thursday, September 29. The meetings will be held at the Waterfront Hotel and you will be advised of the room when your meeting time is confirmed.

Reception: Due to budget restraints we will, unfortunately, not be holding our BC Hydro reception at this year's convention.

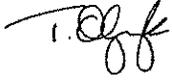
Municipal Marketplace: Visit the BC Hydro booth for more information on Power Smart and other programs.

My colleagues Stephen Watson and Karla Louwers from Vancouver Island Community Relations will also be attending the Convention. We would welcome the opportunity to get together with you for coffee between sessions, or at the AVICC Area Association Lunch on Wednesday, September 28.

If you have any questions on any other topic please do not hesitate to contact me. During the convention, I can be reached by cell phone at 250-618-6267

We look forward to seeing you at the convention.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Olynyk". The signature is stylized with a large initial "T" and a cursive "Olynyk".

Ted Olynyk



**Message from Honourable Harry Bloy, Minister of Social Development and
Minister Responsible for Multiculturalism**

As the new Minister responsible for Multiculturalism, I wanted to let you know how much I'm looking forward to meeting and working with the different communities that make B.C. the wonderful province that it is. Multiculturalism is an important and growing part of our provincial identity, and it is vital to recognize, honour and celebrate British Columbia's strong cultural diversity. I invite you to visit the Province's [multicultural newsroom](#) where you will find multiculturalism sector news, photos and videos.

In my capacity as an MLA with over ten years of public service, I have had the opportunity to work with people from various multicultural organizations. I plan to build on that experience to embrace all our province's culturally diverse communities. During the past few months, I have been involved in a number of events including: Vaisakhi; a Transnational Punjabi Conference; the Korean Community's Walkathon for Japan Relief; the 34th Annual Croatian Folklore Festival Concert; the World Partnership Walk; the 6th Annual Polish Culture and Heritage Day; the Rio Tinto Dragon Boat Festival; the Kapyong Service of Remembrance and many more celebrations and festivities.

I gave a keynote address at a Canada-Japan Chamber of Commerce Dinner that raised funds for disaster relief, and I have also been a guest host at Shere Punjab Radio (AM 1550) where I spent some of the airtime talking about multiculturalism in B.C.

I have now had meetings with British Columbia's Multicultural Advisory Council and their Board Chair Edmond Luke. The Council has done exceptional work in providing advice around multiculturalism and anti-racism over its 20 years of existence. More specifically, in February 2010, a multiculturalism vision was approved by the British Columbia government that positions British Columbia as a model society that embraces the cultures and traditions of its people with opportunities for all to live and grow.

.../2

Under EmbraceBC, the Province's multiculturalism program, six distinct program elements support communities in their efforts to promote multiculturalism and address racism. Unique and innovative interventions – from interfaith dialogues to workplace diversity training – are being implemented across the province and inspiring communities to make meaningful change.

For now I want to tell you about the recent launch of the nomination process for the 2011 Provincial Nesika Awards. First announced in February 2008, and informed by the Multicultural Advisory Council, these awards honour and celebrate British Columbia's cultural diversity and indigenous communities. They recognize the individuals, organizations and businesses whose exceptional work helps to bring our diverse cultures together. If you know of an individual, organization or business that embraces and promotes multiculturalism, please nominate them. More information, including the [nomination form](#), [videos](#) and recent [news release](#), is available on the Embrace BC website: www.embracebc.ca/

I will be sharing my experiences as Minister responsible for Multiculturalism in a quarterly e-newsletter with photos of visits to multicultural organizations and events, information on multiculturalism-related projects and other features. The inaugural issue will be available online in August. If you would like a copy sent directly to you, please [subscribe to the e-newsletter](#).

Working with my colleague Richard Lee, Parliamentary Secretary for Multiculturalism, our goal is to support all culturally diverse people and their families and to recognize and celebrate multiculturalism as an important part of our provincial identity.

I look forward to working with you.

Sincerely,

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

Harry Bloy
Minister of Social Development
and Minister Responsible for Multiculturalism



Building Capacity for Heritage Conservation Survey: 2010 Summary Report

This report summarizes information gathered from local governments (municipalities and regional districts) in British Columbia by the 2010 Building Capacity for Heritage Conservation (BCHC) survey. It provides a snapshot in time of heritage conservation for the 2010 calendar year, as reported to the Heritage Branch by participating local government staff.

The annual survey raises awareness of heritage conservation tools and emphasizes the strategies that are most effective in building heritage conservation capacity at the local level. The survey facilitates Branch staff interactions with local governments and provides information to support Branch planning and program activities.

The BCHC survey is sent to all 189 local governments each year, and each year the number and set of local governments responding to the survey change.

Survey Responses

- 125 local governments in B.C. (66%) responded to the 2010 survey
Note: not all 125 local governments provided responses to all questions.

Official Community Plan (OCP)

- 96 respondents (77%¹) report the inclusion of wording on heritage conservation in the OCP

Community Heritage Commission

- 45 respondents (36%) report the existence of a community heritage commission or similar entity

Community Heritage Strategic Plan

- 27 respondents (22%) report having a heritage strategic plan in place
 - 17 of these plans (63%) were updated within the past 5 years
 - 19 of these plans (70%) include a statement of community heritage values

Community Heritage Register

- 42 respondents (34%) report having a community heritage register (CHR) in place
 - 36 of these CHRs (86%) were updated within the past 5 years
- 5,055 was the total reported number of historic places listed on community heritage registers as of December 31, 2010
 - 1,545 of these places (31%) were reported to be fully documented for the BC Register of Historic Places including a statement of significance

Standards and Guidelines

- 45 respondents (36%) are using the *Standards and Guidelines for the Conservation of Historic Places*²

¹ Percentages are calculated based on the total number of respondents to this year's survey.

² Available free online at <http://www.historicplaces.ca/en/pages/standards-normes.aspx>



Heritage Recognition

- 39 respondents (31%) include heritage content on their websites
 - 20 of those (51%) include information about historic places listed on the community heritage register on their websites
- 30 respondents (24%) erected heritage signs or plaques in 2010
- 27 respondents (22%) published community heritage brochures in 2010
- \$411,753 was the total annual expenditure by all respondents on heritage recognition activities

Heritage Protection (in 2010)

- 1,689 historic places are reported to have heritage designation protection
- 20 heritage revitalization agreements were reported to have been made with owners of heritage properties
- 8 heritage conservation covenants were reported to have been made with owners of heritage properties
- 37 heritage conservation areas were reported to have been established in local government Official Community Plans as of December 31, 2010.
- 93 heritage alteration permits (HAPs) were reported to have been granted by 13 local governments
 - 18 HAPs included relaxations to zoning requirements and other development controls for the benefit of heritage property owners
 - \$43,700 was the reported total revenue from HAP applications
 - \$25,670,500 was the reported total construction value of the received HAP applications

Heritage Conservation Incentives (in 2010)

- 11 respondents (9%) reported that they had provided tax incentives for owners of residential and commercial heritage properties; the total provided by all 11 was \$776,421
- 1 or 1% of respondents reported that they had provided loans or loan guarantees for owners of heritage properties
- 16 or 13% of respondents reported that they had provided grants to owners of heritage properties; the total provided by all 16 was \$1,452,410
- 8 or 6% of respondents reported that they had provided other heritage conservation incentives; the total provided by all 8 was \$57,200

Heritage Investment (in 2010)

- 30 or 24% of respondents reported a total cost of \$9,794,867 for the preservation, rehabilitation or restoration of local government owned heritage property
- 65 or 52% of respondents reported a total of 5,687 staff person-days (equivalent to 22 FTEs) devoted to local government heritage activities and programs
- 62 or 50% of respondents reported a total cost of \$1,575,732 for local government staff devoted to heritage activities and programs

The BC Heritage Branch would like to thank everyone who responded to this year's annual survey.

For more information, please visit our website at www.for.gov.bc.ca/heritage, or contact the Heritage Branch at heritage@gov.bc.ca.

Fact Sheet

The BC and Canadian Registers of Historic Places

Updated June 2011

For more information, contact Heritage Branch:

PO Box 9818 STN PROV GOVT
Victoria, BC V8W 9W3

E: heritage@gov.bc.ca

T: 250 356-1432

F: 250 356-2842

Susan Green, Registrar

T: 250.356.1435

E: susan.j.green@gov.bc.ca

Carla Jack, Register Officer

T: 250.387.2262

E: carla.jack@gov.bc.ca

Additional Fact Sheets are
available online in our
Documents and Forms Library:

www.for.gov.bc.ca/heritage

Additions to the BCRHP and
nominations to the CRHP are
ongoing.

Facts at your fingertips

The British Columbia Register of Historic Places (BCRHP)

- ◆ The official provincial listing of historic places that have been formally recognized for their heritage value by the provincial or local governments
- ◆ A statutory requirement of the *Heritage Conservation Act*.
- ◆ Includes historic places designated by the Province under the *Heritage Conservation Act* and other provincial statutes, as well as places formally recognized by local or regional governments under the heritage conservation provisions of the *Local Government Act* and the *Vancouver Charter*.
- ◆ Newly recognized historic places are reported to the Heritage Branch and are added to the BCRHP by Branch staff.

The Canadian Register of Historic Places (CRHP)

- ◆ CRHP is a searchable, online database of information about recognized historic places of local, provincial, territorial and national significance.
- ◆ Part of the nationwide Historic Places Initiative, which aims to foster a culture of conservation in Canada.
- ◆ Accessible to the public at www.historicplaces.ca
- ◆ Used for tourism, education and commemorative purposes.
- ◆ Historic places may be nominated to the CRHP by a provincial, territorial or federal registrar, provided that documentation meets national standards including a statement of heritage significance.

Fast Stats

Total number of historic places currently registered on the BCRHP: **3131**

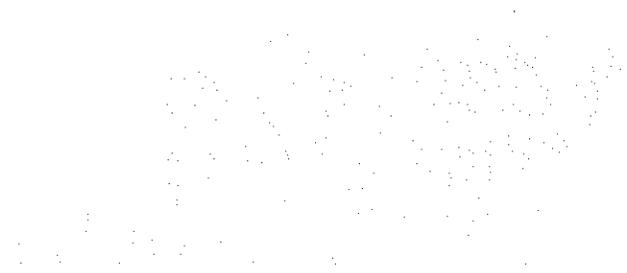
Number of historic places registered on BCRHP that are Provincial heritage sites (Provincial Designations): **36**

Number of historic places registered on BCRHP that have been formally recognized by a local or regional government (Community Heritage Register listings, municipal designation, etc.): **3071**

Total number of historic places registered on the BCRHP that have been fully documented and nominated to the CRHP to date: **1703**



www.for.gov.bc.ca/heritage





Office of the Mayor
2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6
Tel (778)797.2210 Fax (778)797.1001

June 30, 2011

The Honourable Christy Clark
Premier of British Columbia
Box 9041
Station PROV GOVT
Victoria, BC V8W 9E1

Dear Premier Clark:

The District of West Kelowna, one of BC's new municipalities is facing what we believe is a serious public hazard in the form of forest fire threats. To date, the newly incorporated District of West Kelowna has experienced three serious forest fires within our boundaries, the first in July 2009 and again in July 2010, and a significant threat from a major fire to the north later that summer. In the 2009 Glenrosa fire, four homes were lost, property damage occurred to others, fortunately there were no injuries or deaths and a change of wind direction likely prevented hundreds of additional homes from being lost. In the summer of 2010, one home was lost.

Fires have a significant impact on the District's financial planning, as we are expected to cover significant costs when a fire occurs. We certainly appreciate the Province's Provincial Emergency Program. You will note that in 2009, the District billed \$502,000 to the Province through this program (PEP) and an additional \$170,000 was submitted in 2010. In addition to direct costs to the municipality, there is a huge loss in terms of our municipality's ability to carry on normal operations during these fire events. The overall cost to the District and the Province of British Columbia to fight forest fires is significant, it is for this reason the District is advocating that the Province consider additional regulations pertaining to the cleanup of private lands.

Although we have happily been the recipients of funding from the Province for fuel modification work on District or Crown land which has served to reduce the risk in some of our most dire locations, we have been unable to ensure that private landowners similarly remove and mitigate stands of forested areas that are identified as in need of fire mitigation.

We receive many calls from the public for action or support to have private properties cleared of forest fuel hazard. Our policy, like those of other municipalities is to "educate" private owners on what to do. For financial and liability reasons, West Kelowna like other municipalities is unable to enforce forest fuel mitigation on such a vast scale. We are continually approached by landowners adjacent to areas that present a fire threat, to do something to protect their properties, but we are not able to offer any support. This is an issue that requires the involvement of the Provincial Government.

Here in BC, we also know from sad experience about the risk of fire after the Okanagan Mountain fire in 2003 which leveled some 240 Kelowna homes. As a result of that experience, the Provincial Government hired ex-Manitoba premier Gary Filmon to consult with stakeholders and the public and present a report on what could be done to improve the wildfire protection of BC communities.

This report contained many excellent recommendations and plans that to date have been implemented on a very limited basis. The government has largely put the onus of wildfire protection on to the municipalities, which may be the best way to go if the government is prepared to pay the municipalities for doing the work, and indemnify municipalities against liability for undertaking the work on private lands. Most local governments, and especially the *new* District of West Kelowna do not have the resources or staff to carry out detailed programs to prevent interface fire risks.

Filmon's report claimed there are some 1.7 million acres of land that needs to be cleared of dangerous fuel levels. The government has focused on only a small portion of those lands, and very little on private lands.

I am requesting that the Provincial Government consider bringing in enforceable provincial standards that ensure the province has a comprehensive program of wildfire protection and works in conjunction with municipalities to ensure the work gets done on both private and public lands instead of leaving it up to local governments.

At this time, we believe that no municipality in BC has enacted a bylaw mandating the clearing of private property of forest fuel debris. The cost to homeowners would be astounding, and the liability assumed by a municipality that chose to enforce the bylaw by clearing the debris and then billing the homeowner would be equally staggering and simply not an option for most municipalities.

From our point of view, the only agency able to take this massive project on would be the Provincial Government of BC. This is not a West Kelowna public health issue alone. It impacts a significant number of municipalities in the province, all undoubtedly facing the same pressure from their residents.

We are asking that you consider instituting both incentives and enforcement to ensure private property landowners clean their properties of fire hazard.

Sincerely,



Doug Findlater
MAYOR

cc: District of West Kelowna Council
Jason Johnson, Chief Administrative Officer, District of West Kelowna
Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations
Ben Stewart, Member of Legislative Assembly, Westside-Kelowna
Norm Letnick, MLA Kelowna Lake-Country
Wayne Byron, President Huntsfield Green Strata
Presidents of all West Kelowna Residents Associations



CITY OF NELSON

From the Office of the Mayor

July 5, 2011

Gary MacIsaac, Executive Director
Union of BC Municipalities
Suite 60 - 10551 Shellbridge Way
Richmond, BC
V6X 2W9

Dear Mr. MacIsaac:

The City of Nelson completed and adopted their Community Wildfire Protection Plan (CWPP) in 2008. The City has been diligent in implementing recommendations in the CWPP, most notably including: 1) bolstering emergency response through increased training for its Fire Department; 2) purchasing wildland equipment such as sprinkler kits; and, 3) disseminating relevant educational information to the public. In addition, the City obtained funding to carry out fuel reduction treatments. Treatments were located in the wildland urban interface (WUI) and where critical infrastructure was identified. In total, 25.8 ha were treated using Union of British Columbia Municipalities (UBCM) administered Operational Fuel Treatment funding leveraged with Federal Job Opportunities (JOP) Funding.

While the City of Nelson has already undertaken a substantial amount of work, the risk profile of the community remains high due to the age and type of buildings in the City, the contiguous coniferous and mixed forest that surrounds the community, the impact that mountain pine beetle has had on the fuel complex, and the area's high ignition potential due to humans and lightning. Additional work is required to help reduce the hazards surrounding the community. More fuel hazard reduction work is needed to complete areas identified in the CWPP. While FireSmart treatments adjacent to structures will help reduce the likelihood of structural losses within the community, larger landscape level fuel treatments need to be implemented to help protect the community and the values at risk.

Recent changes have been made to the funding structure of the UBCM administered Operational Fuel Treatment Program. While some of these changes are positive, others - specifically the new conditions on in-kind funding - make it more difficult for local governments to afford to reduce wildfire risk. Current UBCM funding requires municipalities to fund 10% of the first \$100,000 and 25% of treatment costs above \$100,000. In the past, communities could use non-provincially sourced funds, such as the Federal JOP funding, spent on past projects to leverage UBCM funding for new projects. In other words, these funds could form the community's in-kind funding contribution. The recent changes require in-kind funds to be specific to the project in question.

...../2

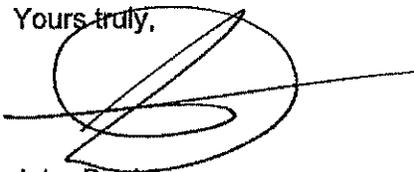
Therefore, communities must either fund these in-kind contributions themselves, or obtain non-provincial funding from a third party specifically for each treatment project (no third-party funding programs are currently active).

All previous, unused in-kind contributions such as Federal Community Adjustment Fund (CAF) or Provincial JOP funds, community expenditures, or other in-kind funds spent can no longer be applied to new treatment projects.

Communities had been working under the assumption, based upon the previous funding formula, that in-kind funding would be applicable to future projects related to interface fuel reduction. The loss of this in-kind funding severely hampers the ability of communities to work towards a safer future. The financial costs of fuel treatments are high, often between \$8,000-\$15,000 per hectare. As a result, the in-kind costs to municipalities can rapidly exceed the fiscal capacity of the community to conduct hazard reduction on crown owned lands. Given that local governments are shouldering the burden of reducing fuel hazards on Provincially owned Crown Land by administering fuel treatment programs, it seems unreasonable that communities should also have to take on a substantial, and likely prohibitive, financial cost in order to carry out this work.

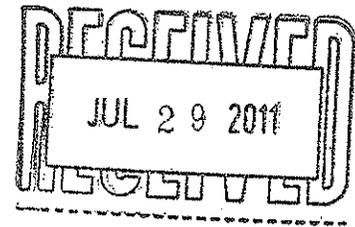
We urge the funding partners to restore the in-kind funding contribution that was previously recognized. It will allow communities to continue to move forward on their Community Wildfire Protection Plans without being challenged to secure additional local funds.

Yours truly,

A handwritten signature in black ink, appearing to be 'John Dooley', written over a circular stamp or seal.

John Dooley
Mayor

c.c. Honourable Steve Thomson, Minister of Forests
Peter Hisch, Fuel Management Specialist, Protection, Zone Office - Cranbrook
UBCM Members
Council
Simon Grypma, Fire Chief Nelson



886231

To: Mayors of British Columbia Municipalities
Chairs of Regional Districts

Dear Mayors and Chairs:

I am pleased to provide you with: *Creating an Age-friendly Business in BC* - a new guide for British Columbia businesses. This guide was developed with input from seniors and organizations throughout British Columbia.

Over 650,000 British Columbians are 65 or older, and the post-war baby boom generation began to turn 65 in 2011. This vibrant group has significant purchasing power and tend to be loyal customers. Making changes to create an age-friendly business is good for business, and good for the health and long-term independence of all customers.

The guide will be useful for British Columbians who are planning a new business, are changing or renovating an existing business, want to attract older customers, or are already providing services for seniors. It also offers ideas for those who wish to create healthy workplaces for older employees and includes an age-friendly business assessment tool.

To help to ensure that older people are able to remain engaged and active, I would appreciate your support in promoting these resources within your business community.

Creating an Age-friendly Business in BC is one of the ways the Government is working to help communities to become more age-friendly, in support of Healthy Families BC.

For more information on Age-friendly BC, or to download this resource, see: www.SeniorsBC.ca/agefriendly. To order more printed copies of this resource, please call the Health and Seniors Information Line from anywhere in BC toll-free: 1 800 465-4911 or: 250 952-1742 (in Victoria).

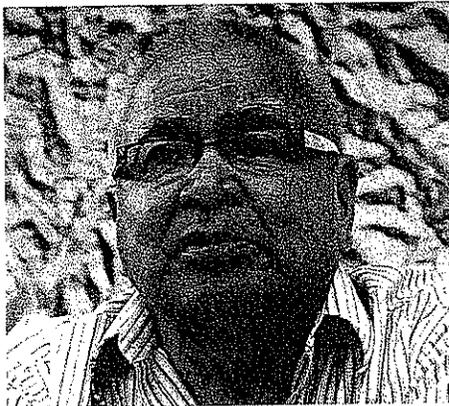
Yours truly,

Michael de Jong, QC
Minister of Health

Enclosure

Creating an

Age-friendly Business in B.C.



AgeFriendly 



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Creating an Age-friendly Business in B.C. was developed by the Seniors' Healthy Living Secretariat, B.C. Ministry of Health. Copyright 2011.

Written by: Veronica Doyle and Elaine Gallagher, Gerotech Research Associates
Design by: Aletta Vanderheyden, Seniors' Healthy Living Secretariat

The Seniors' Healthy Living Secretariat gratefully acknowledges the feedback and input provided by the Age-friendly Leaders' Partnership, the Small Business Round Table, the BC Chamber of Commerce, and the Small Business branch, Ministry of Finance. In particular, thank you to the following individuals for your input: Jack Marr, North Shore CARP; Tanya Wegwitz, BC Transit; Beverley Pitman, United Way of the Lower Mainland; Peter W. Brown, BC Chamber of Commerce and Seniors' Healthy Living Advisory Network; and Judy Brownoff, Councillor, District of Saanich.

Why have an age-friendly business?

Satisfied customers focus their spending power where they have a long-term relationship. Older adults tend to be loyal customers. If your business is age-friendly, you can attract and keep customers within a large, and expanding, demographic.

Over 650,000 British Columbians are 65 or older, and the post-war baby boomer generation began to turn 65 in 2011. This vibrant group not only has a lot of purchasing power but also the time to shop.

Being a business that accommodates older customers is increasingly becoming a necessity. If you are planning a new business, are considering changes or renovations, want to attract additional older customers, or are already providing services for many seniors, this guide is designed to help.

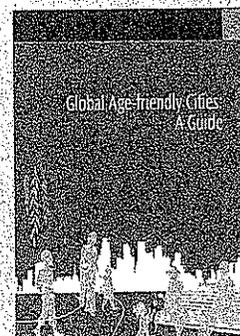
An age-friendly business is a people-friendly business

If a business is comfortable for older people it will also be comfortable for others, including:

- pregnant women;
- parents with children in strollers;
- people with injuries;
- people with sight, hearing or mobility limitations;
- people with limited English; and
- people with a mental illness.

Age-friendly businesses will appeal to all types of customers. Since word gets around, that's good for business.

The term "age-friendly" was coined in a world-wide study led by the World Health Organization in 2006. Governments, societies, researchers and older people in 33 cities (in 23 countries) collaborated to identify the characteristics of an age-friendly city. Later, Canadian researchers used the same process to describe age-friendly rural and remote communities. To see these reports, visit the Age-friendly BC website at www.SeniorsBC.ca/agefriendly.



How can you better serve older customers?

Most older people are healthy, independent individuals, but changes can occur with age. Attending to some of the common issues related to aging will increase the age-friendliness of your business.

Consider how your existing or planned business fosters safety, comfort, visibility and clarity, and respect. The accompanying age-friendly business assessment (see page 7) will help you determine what to look for to make your business more age-friendly, but here are some basic points to consider.

Safety

Consider how people with mobility limitations access your place of business. They will find it easier if you have:

- fewer stairs, sturdy railings, and non-slip surfaces (tripping hazards or shiny surfaces could lead to falls);
- wider aisles and uncluttered pathways to better accommodate walkers and wheelchairs; and
- easily opened or automatic doors that provide more accessibility.



Comfort

Consider places to rest and refresh, such as:

- a place to sit while waiting, and a place to put packages down;
- chairs that are sturdy and stable, with arms for people who need to push themselves up, and that are not too low or too soft; and
- an easily accessible customer washroom.



Visibility and clarity

People are able to see what you want them to see, and hear what you say when:

- lighting is adequate and glare-free;
- signage has good contrast, and wording is easy to follow – including website and phone service;
- telephone answering services are not automated or do not require pressing a lot of numbers before customers can connect with a “live” person;
- the service desk is clearly visible so people can ask for help;
- there is no background music and machine noise, which can be distracting and uncomfortable;
- staff speak clearly, and at an appropriate speed, while looking directly at the person;
- staff know how to assist customers with vision or hearing challenges (such as, reading labels and locating items); and
- a quiet space to discuss people’s business or concerns in privacy is available.

Respect

A business shows that it promotes respect when:

- older adults are not treated impatiently or dismissively;
- staff are sensitized to avoid condescending behaviours (e.g., speaking too loudly, speaking too familiarly – as in calling someone “dear,” or showing visible impatience).
- staff know how to address people’s needs without stereotyping or drawing conclusions about people based on their age or other characteristics;
- staff have options for serving customers in a more comfortable way;
- staff are rewarded for being respectful;
- staff respond to errors and complaints promptly and courteously;
- staff are trained to handle incidents like a fall or an outburst while preserving the customer’s dignity; and
- staff know how to recognize signs that a person needs help, or is being physically or financially abused.

If you notice signs that an older person may be experiencing physical or financial abuse, you can confidentially call or refer them to: VictimLINK at 1 800 563-0808. For more information or help call the B.C. Health and Seniors Information Line toll free at 1 800 465-4911 or visit www.SeniorsBC.ca/elder.

How to start making your business age-friendly

Take a look around your business or imagine your planned place of business...

What if you had a walker? What if you couldn't see or hear as well? What if it was painful to stand for more than a few minutes? Would you be comfortable patronizing this business? Ask an older friend or relative to walk around with you.

First, look outside. Are there steps without railings, slippery or uneven patches, or cluttered walkways? Is there a safe path from the transit stop? Are there curb cuts for walkers and strollers? At night, is the lighting even or are there dark patches that hide tripping hazards? What do you see that could be a problem?

Walk around inside. Are the floors shiny or slippery? Do you see any obstacles? Is the lighting even? Is the signage readable – with good colour contrast – and instructive? Are the most-needed items easy to reach? Are the staff members friendly and respectful?

Take a look at your advertising and information materials, as well as your website. Computer and internet use by seniors is growing quickly; larger print and good contrast makes it easier for them to read about your business. Can a customer enlarge the font on your website? Are the sections and links easy to navigate?

To find out more about how you can make your business age-friendly, and how these changes will benefit your business, try the following approaches:

Ask your customers or clients

To receive input from older customers, conduct surveys or interviews, set up a focus group or create an advisory committee. Researchers may be of help in formulating questions that will provide you with valuable information.



Determine the numbers

To find out how many older people live in your market area, and what their disposable income is, visit the BC Stats site www.bcstats.gov.bc.ca for 2006 census data on each municipality and regional district in the province. Market research is also available from Small Business BC at www.smallbusinessbc.ca.

Additional resources

City or regional websites, local government staff, your local business association or Chamber of Commerce, will also provide access to good sources of information. The Social Planning and Research Council BC has resources to help you assess and improve accessibility in your business. The Measuring Up Built Environment Self-Assessment Guidelines (found at www.sparc.bc.ca/measuring-up) and other accessibility resources at www.sparc.bc.ca/accessibility-at-sparc-bc may be helpful to you.

Age-friendly details

The age-friendly business assessment in this guide provides details on features of an age-friendly business. See www.SeniorsBC.ca/agefriendly for other sources of information.

What have other businesses done?

Here are examples of what some businesses in B.C. have done to become more age-friendly.

A grocery store has:

- four-foot wide uncluttered aisles, automatic doors, places for people to sit;
- a washroom on the main floor with at least one high toilet;
- pricing and advertising information in legible print;
- a volunteer shopping and delivery program and a home-delivery website;
- easy access from the parking lot; and
- no in-store music.

A pharmacy has:

- automatic doors and slip-resistant floors;
- clear aisles and easy to read signage;
- a washroom that is easily accessible;
- magnifying glasses to help people read the fine print on product labels;
- prescription staff who are careful not to mention personal information at the counter, but know to move to a private area if discussion is required; and
- staff who are trained to recognize common customer concerns and needs, such as illness or mobility issues.

**A restaurant has:**

- a drop-off area at the door, parking for walkers or scooters and space to move easily between tables;
- tables that are located away from chilly air vents and chairs that are steady and easy to use;
- menus with low-fat, heart-smart, low-sodium choices and smaller portions offered at lower prices;
- staff that speak clearly, and at an appropriate speed, while looking directly at the person;
- china that contrasts with the table linens;
- menus (and bills) with easy-to-read print; and
- warm, welcoming staff.

**A bank has:**

- a visible customer service area and some counters at wheelchair or scooter height;
- Automated Teller Machines (ATMs) that can be used by someone in a wheelchair;
- screens with good contrast which are adjustable to reduce glare;
- staff trained to move to a private area to discuss people's business; and
- staff trained to identify signs of possible financial confusion or abuse, or of people needing additional care, and are aware of whom to notify if there are concerns.

More information about age-friendly communities

Many local governments in British Columbia are taking steps to make communities more age-friendly. There are resources available for local governments and seniors' organizations to help with age-friendly projects. See www.SeniorsBC.ca/agefriendly or email AgefriendlyBC@gov.bc.ca for more information.

Age-friendly business assessment



You can use this age-friendly business assessment to help you get started in making your business more safe, comfortable and attractive for older consumers, as well as for everyone else.

Many age-friendly features are the responsibility of local governments, other organizations or the property owner. You can help to make these organizations aware of what could be done to make the neighbourhood more age-friendly, and work with your municipality or landlord.

Rating Guide

Please use the following rating system for the questions below to assess your business.

Excellent = 4

Good = 3

Fair = 2

Needs work = 1

N/A = does not apply

1) Safety: Provide for people with reduced mobility, agility and balance.

Outside space: access to your business is free of hazards

- Sidewalk access from transit stop and parking areas is level and well-maintained, with curb cuts where needed.
- Entrances are kept clear of street furniture and other obstructions (such as tied-up dogs and piled snow).
- Pickup/drop-off areas are convenient, sheltered and clearly marked.
- Entrance doors open automatically or have access buttons; they stay open long enough time to get through.
- Sidewalks and parking lot are well and evenly lit.
- Building has at least one level entrance, with threshold flush to the floor.
- Accessible and seniors' parking spaces are designated and enforced.
- Doors are wide enough for wheelchairs.
- Parking lot and sidewalks are promptly cleared of snow, wet leaves, puddles and other hazards (including paths from parking lot to sidewalk).
- There is clearance by the door for a person waiting with a wheelchair or walker.
- Parking ticket machines have clear instructions and large print.
- Wheelchair access routes are well marked.
- Pavement is smooth, without cracks or dips and bumps.

Inside space: customers can navigate without obstructions and distraction

- | | |
|--|---|
| <p><input type="checkbox"/> Stairways have sturdy handrails on both sides.</p> <p><input type="checkbox"/> Stair edges are clearly marked.</p> <p><input type="checkbox"/> Flooring is non-slip and non-shiny.</p> <p><input type="checkbox"/> Necessary mats are securely fastened.</p> <p><input type="checkbox"/> Elevators are available for other floors and there are ramps for changes of level.</p> <p><input type="checkbox"/> Obstacles or hazards are clearly marked (e.g., Step Up, Step Down, Automatic Door, Wet Floor).</p> | <p><input type="checkbox"/> Aisles are wide enough for two walkers or wheelchairs (approx. 4 ft), and uncluttered by displays.</p> <p><input type="checkbox"/> Location of elevators, washrooms, customer service and other amenities and services is clearly posted; a store layout map is visible near the entrance.</p> <p><input type="checkbox"/> Most-popular items are shelved at medium height.</p> <p><input type="checkbox"/> Emergency training of staff addresses warning and evacuation of the elderly and disabled.</p> |
|--|---|

Excellent = 4

Good = 3

Fair = 2

Needs work = 1

N/A = does not apply

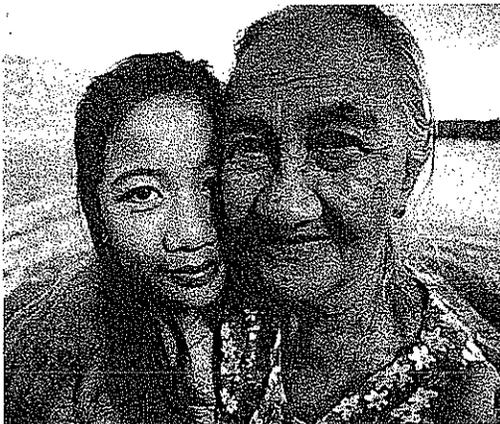
Your total: _____ ÷ Number of items that applied to your business: _____

= _____ **Your total score on outside and inside safety**

2) Comfort: Consider customers with reduced mobility, agility and balance.

Provide for people with limited strength and stamina

- Sturdy, regular-height seating is placed in waiting or line-up areas.
- At least one service or checkout counter is accessible for customers in wheelchairs.
- Service counters have a place on which to hook a cane so it doesn't fall.
- There is a space by the entrance for customers to park scooters.
- In areas where customers sit for some time (e.g., restaurant tables), temperature is held at comfortable levels, with no chilly air currents.
- An on-line or phone-in ordering/delivery service is available.
- Telephone has large print buttons and amplification capabilities for the hearing impaired.
- Customer washrooms are found on all service floors.
- Washrooms contain at least one accessible toilet cubicle and hand washing area.
- Customers are offered assistance when taking items to their cars.



Provide for people with poor sight or hearing

- Premises are well and evenly lit.
- Signage has legible fonts and good contrast (e.g., black on white).
- Printed or written materials (e.g., package labels, cash receipts and restaurant cheques) have good contrast and readable font sizes.
- Staff speak clearly, and at an appropriate speed, while looking directly at the person.
- Some staff are trained to assist customers who have vision or hearing challenges (e.g., reading labels and locating items).
- Sound systems for public announcements are loud enough, distortion-free, and not over-used.
- A quiet space is provided for discussing private business such as medications or finances; staff are trained to move to those areas when necessary.
- The font sizes on your website can be increased.
- The website is easy to navigate.
- Background music is absent or low in volume.

Excellent = 4

Good = 3

Fair = 2

Needs work = 1

N/A = does not apply

Your total: _____ ÷ Number of items that applied to your business: _____

= _____ **Your total score on comfort for persons with strength/stamina concerns and sight and hearing concerns**

3) Respect: Ensure all customers are treated with respect.

- Staff are trained to be friendly and patient with all customers, and try to meet their needs.
- Errors and customer complaints are addressed promptly and courteously.
- Staff are sensitized to avoid condescending behaviours (e.g., speaking too loudly, speaking too familiarly – as in calling someone “dear,” or showing visible impatience).
- Staff are trained in how to manage situations, such as a fall or an outburst, while preserving a person’s dignity.
- Staff are encouraged to move to an area where they can more comfortably serve someone who may have trouble seeing, hearing, understanding or making their requests known.
- Staff can identify if a person is experiencing a medical emergency and can notify the appropriate service, or authority.

Excellent = 4

Good = 3

Fair = 2

Needs work = 1

N/A = does not apply

Your total: _____ ÷ Number of items that applied to your business: _____

= _____ **Your total score on respect for older customers**

4) A few extras that will increase the attractiveness of your business for older customers:

Promotional material includes depictions of older people.

Products and services are designed for smaller households, smaller incomes, and smaller appetites.

Consumer research includes older people.

Your total: _____ ÷ Number of items that applied to your business: _____
 = _____ **Your total score on extras**

Total score

Enter your totals for each section:

1) _____ + 2) _____ + 3) _____ + 4) _____

= _____ **Your age-friendly business score**

Scoring guide:

Outstanding = 20-24

Good = 15-19

Fair = 10-14

Needs work = 0-10

How did you score?

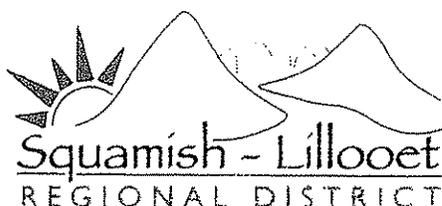
Now that you have completed the assessment, you can look at the examples (page 5) of what other businesses have done to help you develop a plan. Look at the assessment for areas where you would like to improve, and create your plan for a more age-friendly business. If you have any questions, contact AgeFriendlyBC@gov.bc.ca.

If you are already doing an outstanding job, or if you make some changes, we would like to hear about it – we are always looking to promote great examples of ways communities and businesses are becoming more age-friendly.





Age-friendly British Columbia is supported by the Ministry of Health. Creating age-friendly communities is a key focus for supporting seniors' healthy living and healthy families in B.C. For more information about other programs and services for seniors, visit www.SeniorsBC.ca or call the Health and Seniors Information Line toll-free 1 800 465-4911 or 250 952-1742 (in Victoria).



Box 219, 1350 Aster Street,
Pemberton, BC V0N 2L0
Ph. 604-894-6371, 800-298-7753
F: 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

July 20, 2011

The Honourable Ida Chong
Minister of Community, Sport and
Cultural Development
PO Box 9056, STN PROV GOVT.
Victoria BC V8W 9E2

Dear Minister Chong,

Re: Surveyor of Taxes - 5.25% Fee for Collection of Regional District Taxes

This letter is to advise that the Squamish-Lillooet Regional District Board of Directors supports correspondence from the Regional District of Bulkley Nechako (RDBN) dated June 6, 2011 wherein the Chair expressed extreme dissatisfaction of the 5.25% fee currently being charged by the Surveyor of Taxes for the collection of Regional District taxes.

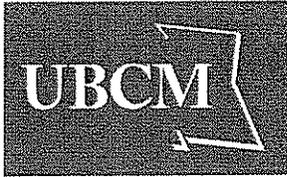
The SLRD Board agrees the 5.25% fee is excessive and feels the surcharge should be eliminated or reduced to an amount similar to the fee that is being paid by the Province to municipalities by collecting school tax, approximately 0.2%

All four of the points raised in the letter from the RDBN are well-founded and in the interest of fairness and equity, it would be greatly appreciated if the Province would consider a substantial reduction in the 5.25% fee charged for collecting rural taxes for Regional Districts.

Sincerely,

Susan Gimse
Chair

c.c.: Squamish-Lillooet Regional District Board of Directors
Lance Hamblin, Chairman, Regional District of Bulkley Nechako
All Regional District offices



MEMBER RELEASE

July 28, 2011

TO: Mayor and Council | Chair and Board | Senior Staff
FROM: Councillor Barbara Steele, President
RE: **MUNICIPAL AUDITOR GENERAL UPDATE**

Summary

UBCM has been advised that the Minister is surveying local governments about the proposed Office of the Municipal Auditor General (MAG). The attached MAG Context Paper is a UBCM document intended to support Council/Board discussions as they prepare their responses to the survey.

The Minister has also invited us to share our views on MAG with her colleagues.

The Context Paper may also be useful if local governments wish to conduct MAG discussions more broadly within their communities or with Members of the Legislative Assembly.

Background

My June 27 Member Release provided information about the Office of the MAG work underway by the Ministry of Community, Sport and Cultural Development. In that Release, I made a commitment to update the membership as new information became available.

Minister Chong spoke with Executive about MAG on July 22. This Member Release provides a MAG update focusing on that discussion.

Minister/Executive Discussion

Executive appreciates the two hours the Minister and her staff devoted to the MAG discussion, which allowed for considerable dialogue on the issue.

The Minister made it clear that she is responsible for implementing the MAG commitment made by the Premier, and that she is interested in receiving views on such matter as: the Office's roles, duties and functions; to whom it should report; and how it should be funded.

Executive stated that it was not in a position to speak on behalf of the membership on this issue, due to the lack of specific policy direction at this time, but indicated that it was seeking that direction at the next Convention.

Executive stressed that local governments have a strong interest in a robust accountability system, and that questions it has posed about MAG should not be taken as questioning the need for local government accountability. Rather, Executive was seeking some clarity about what, if any, gaps there are in the existing accountability system, and if there are gaps, whether a MAG is the best corrective measure.

www.ubcm.ca

Consequently, Executive raised questions about: what problem the MAG is intended to resolve; whether the MAG was the best mechanism to resolve the problem; how the work on MAG is related to other municipal tax reform commitments made by the Premier, including ensuring municipalities are properly funded; how the MAG fits within the overall accountability system; and what other options have been, or would be, considered.

Further details of the discussion are included in the attached Context Paper.

Ministry's Next Steps

In order to solicit the views of local governments on the structure and powers of a MAG, the Minister has asked for a MAG session at our next Convention.

The Minister is surveying local governments prior to the Convention so that the results can inform design of the Convention session. We understand that the Minister distributed this survey to all local governments yesterday.

Municipal Auditor General Context Paper

Information accompanying the Minister's MAG survey was brief. Given this, and in order to support an informed discussion by Councils and Boards, UBCM has prepared the attached Context Paper.

The Context Paper is not intended to influence the outcome of Council or Board discussions on MAG, but rather to inform those discussions.

The Context Paper may also provide useful background information should you wish to discuss the MAG with Members of the Legislative Assembly, or with others in your community.

Further Information and Feedback Request

If you have any questions or concerns about the MAG Concept Paper, please feel free to contact us as noted below.

UBCM is in the process of developing a Policy Paper on MAG for consideration at Convention and your feedback would be useful to that process.

If you wish to contribute your thoughts or experiences about the local government accountability system, performance reporting or auditing, how best to support value for money for local governments, or the proposed MAG in BC, please feel free to provide these to us via email as noted below.

Particularly useful are examples of the ways in which your local government demonstrates value for money to its taxpayers.

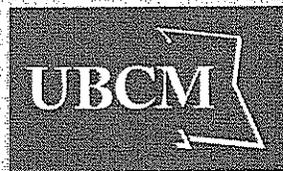
Contact Information

email: ubcm@ubcm.ca
telephone: 250 356-5133

Municipal Auditor General Context Paper

**Background and context to the proposed
Office of the Municipal Auditor General under
consideration by the Province of British Columbia**

Prepared by: Union of British Columbia Municipalities



July, 2011

EXECUTIVE SUMMARY

The Honourable Ida Chong, Minister of Community, Sport and Cultural Development, is surveying local governments about the design of a proposed Office of the Municipal Auditor General (MAG) in BC. The Minister has also invited us to share our views on MAG with her colleagues. This paper provides information to local governments to support these activities.

UBCM has declared a strong local government interest in a robust accountability system to the Minister and her staff, and has stressed that the MAG questions it poses should not be taken as questioning the need for local government accountability. Rather, UBCM is seeking clarity about what gaps there are in the existing accountability system, and if there are gaps, whether a MAG is the best corrective action.

The paper sets out UBCM's preliminary policy analysis, with the following key findings:

CONSIDERATIONS FOR FURTHER POLICY DEVELOPMENT

- Policy development has been challenged by a process that began with a solution rather than the identification of a problem to be addressed and an analysis of the options to resolve it.
- The approach carries a risk of creating a new public institution at considerable public cost, which does not address the public policy problem that it is intended to resolve.
- Problem definition could be enhanced through a review of the local government accountability framework, to consider whether or not the system is performing as intended. If weaknesses are identified, further policy development could be focused on options to address those weaknesses.
- Principles could be established that would help to evaluate options to resolve the problem that is to be identified, including both a MAG and alternative options.
- Principles under consideration by the Province are a good starting point, but policy development could benefit from a broader perspective, and consideration of additional principles, such as: **Respect for local government policy choices; Respect for jurisdiction; Build on existing systems; and Maximize public accountability benefits while respecting local autonomy and recognizing local capacity.**

LOCAL GOVERNMENT FINANCIAL ACCOUNTABILITY SYSTEM IN BC

- While different, the local government and provincial accountability systems in BC compare favourably. The Provincial system relies more heavily on performance measurement and performance auditing; but the local government system is heavily reliant on statutory limitations imposed by the Province, and direct Provincial oversight roles.
- The Role of the Inspector of Municipalities is a significant component of the overall accountability system for local governments, and there is no equivalent in the Provincial system. Significant powers of the Inspector include: require local governments to provide financial information; require local government auditors to provide further reports; and ability to hold an inquiry into any local government matter, which may ultimately result in a Cabinet Order that is binding on the local government.

MUNICIPAL AUDITORS GENERAL IN CANADIAN PROVINCES

- MAGs are only required for municipalities in Nova Scotia, municipalities over 100,000 in Quebec, and for the City of Toronto; specific statutory provisions Ontario and for Winnipeg, and generalized statutory powers in Alberta and BC allow local government to establish a MAG and assign duties to the Office.
- Duties include compliance and performance auditing; auditors are typically prohibited from commenting on government policy and do not typically have the power to enforce recommendations.
- Most MAGs are appointed by, and report to, municipal Councils; the Nova Scotia MAG is to be appointed by the Minister, and report to Council(s) with a copy to the Minister.



INTRODUCTION

The Ministry of Community, Sport and Cultural Development (the Ministry) is engaged in policy development work towards the implementation of an Office of the Municipal Auditor General (MAG)¹ commitment made by Premier Clark.

UBCM does not have specific policy direction from the membership on a MAG, so has begun research and policy development work prior to seeking that direction, most likely through a Policy Paper to be presented for consideration at the next Convention.

The Minister has asked for a session at Convention, and is conducting a survey of Councils and Boards on various aspects of a MAG prior to Convention, in order that the results of the survey can be used to shape the Convention session.

UBCM is aware that information provided by the Minister in conjunction with the survey is brief. Consequently, UBCM has prepared this Municipal Auditor General Context Paper in order to provide further information to Councils and Boards as they consider their responses to the survey.

The paper identifies our early findings in relation to MAG across Canada, sets out the local government financial accountability framework in BC, and considers what further policy development work is needed.

It should be noted that UBCM's policy development on this file is just beginning, and as such, the paper identifies some information gaps. We apologize for these information gaps, and commit to a more fulsome discussion in the Policy Paper.

This paper presents UBCM's initial research relating to Auditors General and Municipal Auditors General across Canada; and the local government financial accountability framework in British Columbia; along with considerations relating to further policy development work.

The paper is intended to inform discussions of local government Councils and Boards as they consider responses to a survey on the proposed BC Municipal Auditor General from the Minister of Community, Sport and Cultural Development.

As well, this paper is intended to assist members as they prepare for a broader public discussion of the initiative within their communities.

This paper is not intended to influence the outcomes of Council and Board discussions in response to the Minister's MAG survey, but merely to inform them.

Local governments many also find the paper useful as they prepare for further discussions on MAG within their communities or with Members of the Legislative Assembly.

¹ While the commitments related to a Municipal Auditor General made by Premier Clark refer to municipalities only, the Minister's survey was directed to both municipalities and regional districts, and asks for feedback on whether the MAG should have authority to audit "just municipalities and regional districts, or should the office also have authority over other local bodies". Consequently, local governments are advised to consider that the discussion includes all local governments, despite language that would suggest that the MAG is intended only for municipalities.



PROVINCIAL POLICY DEVELOPMENT AND DISCUSSIONS WITH UBCM

The impetus behind the Province's policy development on the MAG file is the Premier's stated intention to implement an Office of the MAG. This intention was first expressed in a speech to the BC Chamber of Commerce, and later featured in the Families First Agenda.

Creating an Office of the MAG is one element of the Families First Agenda commitments related to the review of municipal taxation, but there are others, including funding the office as

Families First Agenda Review Municipal Taxation

Our government will:

- Create an Office of the Municipal Auditor General.
- Fund the office as part of the Auditor General's Office. The office will provide advice on financial decisions and provide a measure of accountability.
- Review the municipal taxation formula.
- Work with the Union of B.C. Municipalities to ensure municipalities are properly funded and communities can provide the services British Columbians want from local government.

part of the Provincial Auditor General's office, reviewing the municipal taxation formula, and ensuring municipalities are properly funded.

UBCM has offered to participate in a joint Provincial/UBCM policy development process related to the MAG. To date the Province has not agreed to such a joint process. Consequently, UBCM is reliant on discussions with Minister Chong and her staff to become informed on the Province's policy development process and timelines.

Discussions between the Ministry and UBCM began in June, and Minister Chong and her senior staff devoted 2 hours to a discussion of the MAG with UBCM Executive on July 22.

Highlights of the Minister's July 22 Discussion with Executive

- Executive expressed concern about the lack of consultation with UBCM and local governments; the Minister clarified that consultations are ongoing and that government has not yet taken a position on the MAG;
- MAG is part of the Premier's platform and a key priority for the Ministry. The Minister is responsible for its implementation. No specific implementation timelines were given, but the Minister indicated it would likely not be ready for a Fall 2011 Legislative Session;
- Ministry officials indicated that although the local government accountability framework was strong, it could be strengthened, particularly in relation to performance auditing;
- Ministry research into MAG models found nothing suitable for BC; research is still underway; they are seeking input from local government, business and ratepayer groups on design;
- The Minister indicated that MAG was not intended to question local government accountability to the public, but rather to find best practices which could support local governments;
- The Ministry noted that AGs are usually precluded from a review of policy decisions of elected officials; no assurances were given that the design of a BC MAG would ensure this; the Minister indicated the MAG would initially be responsible for value for money auditing and best practices, but that further roles, including a municipal tax review, if suggested by the MAG, might be considered;

Highlights of the Minister's July 22 discussion with Executive, continued

- Executive asked for a commitment to undertake policy development on the Premier's commitment to ensure local governments are properly funded in parallel with policy development on MAG, since both issues have been connected by the Premier in the Families First Agenda; the Minister declined to make that commitment, stating a preference to ensure implementation of MAG was not delayed by dealing with the more complex issue of local government funding at the same time;
- Executive asked about the Premier's commitment that MAG be funded as part of the Provincial Auditor General's office; the Ministry advised that those decisions have not yet been made, and that they are gathering information about whether this would be appropriate;
- Executive asked the Minister to identify the problem MAG was intended to resolve, how MAG fits into the overall local government accountability system, what gaps there were in that system, if any, and whether any consideration had been given to strengthening existing mechanisms as an alternative to developing a new Office of the MAG if there were gaps. The Minister stated that specific problems may only come to light once a MAG is in place, but that a MAG will produce benefits by finding efficiencies and best practices to help local governments do things better;
- The Minister indicated her intention to survey local governments on various elements of the MAG prior to Convention, in order to use the results to help shape a Ministry session on MAG at Convention. In addition, the Minister invited UBCM to share its views on MAG with all of her colleagues.

UBCM RESEARCH AND POLICY DEVELOPMENT TO DATE

Extent of MAG in Canada

Nova Scotia legislation requires a MAG for all municipalities, although only the legislation specific to Halifax has been implemented. Discussions are ongoing between the Union of Nova Scotia Municipalities and the Province about how best to implement the 2008 legislation for all other municipalities.

The only other MAG requirements in Canada are for municipalities with populations greater than 100,000 in Quebec, and for the City of Toronto.

Both Ontario municipalities and the City of Winnipeg are specifically empowered to appoint a MAG, but are not required to do so (examples of those that have are Ottawa and Oshawa). More generalized legislative authority allows Alberta and BC local governments to appoint a MAG, and this power has been used by Edmonton and Calgary.

The legislative provisions relating to BC local governments warrant discussion. While there is no specific authority for a BC local government to appoint a MAG, the audit provisions relating to both municipalities and regional districts allow Councils and Boards to require reports (in addition to the required financial statement reports) from their auditors. This would allow Councils/Boards to require such things as performance audits. In addition, the natural persons powers' of municipalities and broad corporate powers of regional districts should be sufficient for Councils/Boards to establish an Office of the MAG and assign duties to that Office, if they so choose.

Legislation to require a MAG for all Alberta municipalities was introduced in 2009 and subsequently dropped in favour of other measures that the Minister stated “**would meet the intent of the Bill with current resources and without the creation of a new government body**”. The proposed alternatives to the creation of a MAG in Alberta are: rotating municipal corporate reviews; reviewing auditor independence; establishing an information portal to enhance public access to municipal financial information; and releasing recommendations made in audit letters.

This table shows an initial scan of MAG legislation for Canadian provinces:

| MAG Required | Local government is empowered to appoint MAG | No provision for MAG (TBD) ² |
|-----------------------|--|---|
| Nova Scotia (all) | BC (through general corporate powers) | Saskatchewan |
| Quebec (over 100,000) | Alberta (through general officer powers) | Manitoba (except Winnipeg) |
| Toronto | Ontario (specific provisions) | Quebec (under 100,000) |
| | Winnipeg (specific provisions) | New Brunswick |
| | | Prince Edward Island |
| | | Newfoundland |

Typical powers/duties, restrictions and reporting relationships of Auditors General

Early research into the structure of Auditor General (AG) and MAGs, where they are authorized or required, indicated that they typically undertake the following core functions:

- Compliance auditing: to determine whether financial and administrative rules have been complied with;
- Performance auditing³: to determine whether money was spent with due regard for economy and efficiency and whether appropriate procedures are in place to measure and report on the effectiveness of government programs; and
- Some form of special examinations at the discretion of the AG/MAG or upon request of the governing body of the entity being audited.

All federal and provincial AGs are also responsible for attest audits (i.e. to provide an opinion on the fair representation of the government’s financial statements in accordance with applicable accounting rules). External auditors carry out this function for local governments, and MAG legislation typically excludes this from MAG responsibilities.

² While the scan did not indicate a specific requirement for a MAG or specific municipal empowerment to appoint a MAG, local governments in these provinces may have sufficient generalized powers to appoint a MAG, under the same types of authorities as are available in Alberta and BC. Consequently, research into more generalize legislative powers that could be used for this purpose would be required before making a final determination as to the ability of local governments in these provinces to appoint a MAG.

³ Some statutes refer to “Performance Auditing” whereas others refer to “Value for Money Auditing”. While there may be some technical differences, for the purposes of this discussion they can be considered parallel terms; therefore, for simplicity, we refer to both as “Performance Auditing”.

In addition, some AGs/MAGs have duties/powers not listed above (e.g. some MAGs take on internal audit functions, some provincial AGs have customized review powers in areas of significance to that Province, such as government advertising or environmental stewardship).

AGs and MAGs are typically precluded from making comment on government policy. That is, they may consider how policy is implemented, how effectiveness is measured, etc, but cannot comment on the policy itself.

For instance, an AG would not report on whether or not a program or service should be undertaken or the extent of the program or service (since that is a matter of government policy) but could report on how well the program or service was meeting the objectives that it was intended to achieve. Similarly, it would not be typical for an AG/MAG to report on whether a government body should be undertaking a program or service on its own or in partnership with other governments.

All the research thus far indicates that AGs and MAGs are empowered to investigate, report and make recommendations. None of the legislation examined indicates that the powers of an AG or MAG extend to require compliance with recommendations.

Further, all of the research to date has indicated that AGs and MAGs are concerned only with the government entity being audited, along with other related government organizations, corporations, or grant recipients. That is, in undertaking duties such as performance auditing, the AG/MAG did not compare whether government entity A was getting better value for money than government entity B.

Finally, all AGs were appointed by the elected body representing the government entity being audited, and report to that body. Most MAGs have this same appointment and reporting structure (i.e. they are appointed by, and report to, the municipal Council). The one exception is the yet to be implemented MAG for Nova Scotia municipalities, which will be appointed by the Minister, and which will report to the Council(s) being audited with a copy of all reports to the Minister.

Canadian Auditors General and Municipal Auditors General

Typical Duties: compliance audit; performance audit; attest audit (AGs only; not typical for MAGs); special examinations; some customized powers.

All AGs and MAGs studied are precluded from reporting on government policy.

No AGs or MAGs studied have the power to enforce their recommendations.

No AGs or MAGs studied compared the government entity being audited with other government entities to determine their comparative performance.

All provincial AGs were appointed by the Legislative Assembly and reported to that body.

All MAGs studied were appointed by Council and reported to Council, except for Nova Scotia where the MAG is appointed by the Minister and reports to the municipality being audited, with a copy of the report to the Minister.

Financial accountability framework for BC local governments

UBCM is in the process of reviewing the financial accountability framework for BC local governments and comparing this to the financial accountability system applicable to the Province of BC.

One element that has drawn the attention of Provincial officials is that the local government system lacks mandatory performance auditing, whereas this is included in the provincial system, with the function carried out by the Auditor General. The lack of performance auditing in the local government system has been cited as a weakness of that system.

However, in order to evaluate whether or not the lack of mandated performance auditing is truly a weakness, the system needs to be evaluated as a whole to determine if it is operating efficiently and effectively. Considering one component of a complex system in isolation cannot give a complete picture of the adequacy of the checks and balances in the system.

The following table presents a summary of research to date.

| Measure | Local Government System | Comparison to Provincial System |
|---------------------------------------|--|---|
| Statutorily provided responsibilities | 5 year financial planning; expenditures limited to plan; ethical conduct for elected officials | Similar financial planning requirements (i.e., Estimates); expenditures limited to plan; ethical conduct provisions for elected officials are comparable |
| Statutory limits | Cannot budget for a deficit; no long term borrowing for operating; limitations on aggregate liabilities and/or debt servicing limits | Borrowing is not restricted to capital purposes; there is some history of balanced budget legislation, although since this is enacted by the Province, it can also be amended or repealed by the Province at its discretion. |
| Audit | External auditor responsible for attest/financial audit, and other reports required by Council, Board or Inspector, or on auditor's initiative | Auditor General responsible for attest/financial audits, performance audits, some compliance auditing, and special reports as required by the Legislative Assembly, or on the AG's initiative |
| Transparency and openness | Most meetings open, financial and performance reporting, specific expenditure reporting, access to information | More robust performance reporting requirements; parallel FOI rules except for arguably broader exclusions given the nature of the Cabinet system; similarly, while Legislative Assembly debates are open, Cabinet discussions are not, making local government decision-making arguably more open than Provincial decision-making |
| Public Participation | Some direct public participation mechanisms (borrowing, RD services); financial plan consultation; opportunities at annual meeting | <i>Recall and Initiative Act</i> provides opportunity for electors to initiate a legislative proposal on any matter within the jurisdiction of the Legislature |
| Third Party Oversight | Ombudsperson; Inspector of Municipalities (binding orders); Commissioner (replaces Council/Board) | Ombudsperson (which can make recommendations) is an exact parallel. No equivalent of the Inspector of Municipalities or Commissioner. |

While different, the two accountability systems appear to compare favourably. The Provincial system relies more heavily on performance measurement and performance auditing; but the local government system is heavily reliant on statutory limitations imposed by the Province, and Provincial oversight roles, including the Inspector of Municipalities.

Role of the Office of the Inspector of Municipalities

The role of the Inspector of Municipalities deserves some discussion with respect to the oversight powers afforded the Office, since the powers provided to the Inspector add considerably to the checks and balances in the overall system.

The Inspector is responsible for approving a range of local government bylaws, primarily with respect to borrowing, establishment of services within Regional Districts, and some fees and charges. This approval provides a measure of assurance of compliance with applicable rules and restrictions.

Local governments are required to submit their financial statements to the Inspector, along with any other information the Inspector requests. This information is used to prepare and publish a range of local government financial statistics, including revenues, expenses, and tax rates, affording considerable centralized public access to local government financial information.

The Inspector may require a local government auditor to provide a report on any matter. In addition, upon request of the Inspector, the auditor must forward any recorded communication in relation to these reports.

With the approval of Cabinet, the Inspector may hold an inquiry into any local government matter, if the Inspector believes it to be expedient, or if a complaint is made to the Inspector about a matter of local government business. Powers related to inquiries include compelling witnesses and requiring documents, as well as powers to direct actions of the Board or Council, or suspend officers and employees.

The Inspector must report to Cabinet on the inquiry, and make recommendations in relation to it. Cabinet may then make any Order it believes is in the public interest, which is binding on the local government. The power to make Orders that are binding on the local government is an extremely significant component in the accountability system.

While the powers to require local government auditors to report to the Inspector and the Inspector's power to hold an inquiry are rarely used, they should not be discounted in the context of the strength they add to the overall local government accountability framework.

Role of the Inspector of Municipalities

- Formal approval/review role for:
 - Borrowing, some fees and charges (e.g., DCC); RD service establishment bylaws; RD requisitions in rural areas
- Require that financial statements and any other financial information the Inspector requests be sent to Province; Province annually publishes local government statistics based on the financial information provided under this provision
- May require the local government auditor to make further reports
- May hold an inquiry into any local government matter; report to Cabinet on that inquiry, and make recommendations to Cabinet, after which Cabinet may make an Order which is binding on the local government

CONSIDERATIONS RELATING TO FURTHER POLICY DEVELOPMENT

Problem definition

Policy development on this initiative has been challenged by a process that began with a solution (i.e., MAG) rather than identification of a problem to be addressed and analysis of the options to resolve the problem. Adding to this challenge is the solicitation of views of interested parties about specific design elements of the solution, such as powers of the MAG, appropriate reporting relationships, etc, rather than a more broadly based problem identification exercise.

Since the problem is not well defined, there is a natural tendency for those asked about MAG design elements to suggest that the Office be used to resolve a broad range of things that they may perceive as problems. Without considerable policy analysis, this could result in powers bestowed on a MAG that would not be typical of such an Office.

Examples of MAG functions that would be atypical

Considerable recent discussion about municipal taxation may have prompted suggestions that a MAG could review the municipal taxation system, or individual municipal tax decisions. Based on our research to date, these would be atypical functions for an AG or MAG, and not be in keeping with the usual practice of precluding AGs/MAGs from reporting on government policy, given that design of the municipal tax system is a matter of Provincial policy and tax policy decisions at a local level are matters of local government policy.

Similarly, making recommendations in relation to governance, local government amalgamations or the efficiencies of joint or shared service delivery would be atypical of AGs/MAGs. Decisions about what types of services a local government offers, appropriate service levels, and methods of delivery are matters of government policy, as are decisions about whether or not to amalgamate service delivery amongst two or more local governments.

Further, this approach to policy development carries a risk of creating a new public institution at considerable public cost, which does not address the public policy problem that it is intended to resolve.

Problem definition could be enhanced through a more thorough review of the local government accountability framework in BC, to consider whether or not the system is performing its intended purpose of providing sufficient public accountability for local governments. If weaknesses are identified, then further policy development could be focused on options to address those weaknesses.

Problem Definition

Is the problem that is being considered a weakness in the local government financial accountability system, or is this initiative working towards resolution of a different problem?

If the problem is a weakness in the accountability system, what is the weakness?

If there is another problem to be addressed, what is it?



Principles development

The Province has suggested that the design of the MAG office should be guided by a number of principles, as set out in the text box below.

Provincial suggestions of principles to keep in mind in designing the Office of the new MAG:

- It should not duplicate the existing accountability framework for local government;
- It should have independence and credibility;
- It should be cost effective; and
- It should be accountable to the taxpayer (e.g., by making information publicly available).

Development of principles to guide the evaluation of options to resolve the problem, after the problem has been identified, is a good idea.

Principles could be established that would not only be useful to evaluate various design options for a MAG, but also to evaluate alternative options to resolve the problem if one is identified.

In this way, the various MAG design choices can be compared against alternative options to determine which, if any, of the MAG choices are the preferred option, or whether alternative options are in better alignment with the principles.

As part of its policy development towards a Policy Paper for consideration at Convention, UBCM will be considering principles that could guide policy development and options evaluation. While principles such as those suggested by the Province are a good starting point, policy development could benefit from a broader perspective, and consideration of additional principles, such as:

| Principle | How the principle might be applied |
|---|--|
| <i>Respect for government policy choices</i> | Ensure that, like other AG and MAG legislation, a BC MAG would be precluded from reporting on local government policy choices. |
| <i>Respect for jurisdiction</i> | Ensure that individual local governments are treated as separate government entities, since they are autonomous, responsible and accountable orders of government. |
| <i>Build on existing systems</i> | Once a problem is identified, look to resolving the problem first through use of existing institutions/systems, rather than creating new institutions and bureaucracy. |
| <i>Maximize public accountability benefits while respecting local autonomy and recognizing local capacity</i> | Evaluate alternatives not only by how well they are able to overcome identified gaps in the local government accountability framework, but also by their ability to maintain local autonomy and their practicality given the range of local government capacity. |

CONCLUSIONS

Further policy analysis is needed in order to properly identify the problem to be resolved and the best options to resolve it. UBCM is actively engaged in policy work towards that goal. Executive looks forward to presenting a Policy Paper on this issue for consideration of the membership in September. In the meantime, we are hopeful that the information provided in this paper has been useful to members as they actively engage in discussion of this initiative in their communities, and as they respond to the Minister’s invitation to provide feedback.

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

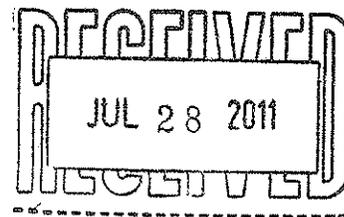
Phone: 250 356-5134
Fax: 250 356-5119

Website:

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

July 25, 2011

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



Dear Chair Glenn Wong and Board:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2011. An electronic transfer of \$226,034.56 is expected to occur on July 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.

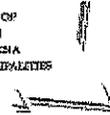
Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and on our web site at www.ubcm.ca.

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

Sincerely,

Barbara Steele
President

pc: Teri Fong, Finance Manager



Gas Tax Fund

Gas Tax Agreement.pdf [PDF - 305 KB]

The Gas Tax Fund provides funding for B.C. local governments and other eligible recipients for a variety of capital and planning projects. Project categories that are eligible for funding include:

- Public Transit
- Community Energy
- Solid Waste
- Water and Wastewater
- Capacity Building / Integrated Community Sustainability Planning

Our website provides access to pages and documents that explain how the funds are delivered, the types of projects that are eligible and the responsibilities of funding recipients.

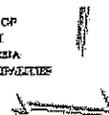
The site also provides all of the forms necessary for the local administration of projects and UBCM's Annual Expenditure Reports, which document the development of the program since its inception in 2005. Feel free to explore, but if you are unable to find what you need, please contact us:

Gas Tax - Public Transit Management Services

Email: gt-pt@ubcm.ca

Phone: (250) 356-5134

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Programs

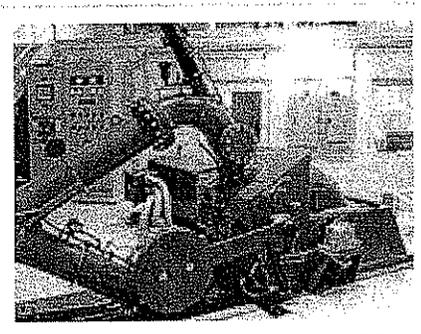
Allocated Funding

The Gas Fund provides allocated funding twice annually to eligible local governments through the **Community Works Fund**.

[GTA Fund Allocation Web Version December 1 2010.pdf](#) [PDF - 92 KB]

Pooled Funding

In addition to allocated funding, the Gas Tax Fund in B.C. employs three funding mechanisms to deliver pooled funding to eligible recipients: the **General Strategic Priorities Fund**, the **Innovations Fund** and the **Regionally Significant Priorities Fund**. Below are the links to both the Capital Projects and Capacity Building program guides and application forms for the General Strategic Priorities funding and Innovations funding.



[Capital Projects GSPF-IF Program Guide 2010.pdf](#) [PDF - 383 KB]

[Capital Projects Application Form 2010.doc](#) [DOC - 107 KB]

[Capacity Building-ICSP GSPF-IF Program Guide 2010.pdf](#) [PDF - 450 KB]

[Capacity Building-ICSP Application Form 2010.doc](#) [DOC - 89 KB]

Regionally Significant Project (RSP) Funding

Please see the links below for information on the 2010 Regionally Significant Project funding.

[RSP Letter to Regional Districts Oct 7 2010.pdf](#) [PDF - 281 KB]

[Tier 2 Community RSP Letter October 7 2010.pdf](#) [PDF - 279 KB]

[Questions and Answers.pdf](#) [PDF - 49 KB]

Amendments to the Gas Tax Agreement

2008 Amendments

[March 17 2008 Amending Agreement.pdf](#) [PDF - 78 KB]

2010 Amendments

Amendment Letter September 24 2010.pdf [PDF - 256 KB]

Integrated Community Sustainability Planning

Gas Tax funds may be used to undertake an eligible capacity building or Integrated Community Sustainability (ICS) Planning project. For information on the ICS Planning framework and the eligible use of funds, please consult the ICS Planning Framework Guide.

ICSP Framework Guide [PDF - 254 KB]

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Estimated Community Works Fund Allocations: 2010/11 - 2013/14

General Notes regarding future year allocations:

All future amounts are estimates only and subject to change due to factors such as local government boundary adjustment, new municipal incorporations and Census population changes. All funding is subject to federal budget appropriations and funding agreements between the recipient and the program administrator and the Union of BC Municipalities.

Notes regarding specific recipients:

Sun Peaks is a new municipality which began receiving CWF funding in 2010/11.

Notes regarding table layout:

Populations are based on 2006 Census data but are adjusted for boundary changes and new local government incorporations after that date.

| Local Government | Population | Tier 1 popl. | Tier 2 popl. | 2010/11 half year | 2010/11 full year | Full year funding in each of 2011/12 to 2013/14 | Total funding 2010/11 to 2013/14 (4 years) |
|-------------------|------------|--------------|--------------|-------------------|-------------------|---|--|
| 100 Mile House | 1,885 | 1,885 | | 62,998.23 | 125,996.45 | 125,987.60 | 503,959.25 |
| Abbotsford | 124,258 | | 124,258 | 1,694,879.22 | 3,389,758.45 | 3,389,369.42 | 13,557,866.69 |
| Alberni-Clayoquot | 9,974 | 9,974 | | 226,057.98 | 452,115.97 | 452,069.13 | 1,808,323.36 |
| Alert Bay | 556 | 556 | | 36,207.96 | 72,415.93 | 72,413.32 | 289,655.88 |
| Armstrong | 4,241 | | 4,241 | 81,993.98 | 163,987.96 | 163,974.68 | 655,911.99 |
| Ashcroft | 1,664 | 1,664 | | 58,543.26 | 117,086.52 | 117,078.71 | 468,322.65 |
| Barriere | 1,723 | 1,723 | | 59,732.60 | 119,465.19 | 119,457.10 | 477,836.49 |
| Bulkley-Nechako | 19,565 | 19,565 | | 419,395.37 | 838,790.75 | 838,698.87 | 3,354,887.35 |
| Burns Lake | 2,107 | 2,107 | | 67,473.35 | 134,946.70 | 134,936.80 | 539,757.10 |
| Cache Creek | 1,037 | 1,037 | | 45,904.06 | 91,808.13 | 91,803.26 | 367,217.90 |
| Campbell River | 29,574 | 29,574 | | 621,158.90 | 1,242,317.79 | 1,242,178.91 | 4,968,854.51 |
| Canal Flats | 700 | 700 | | 39,110.75 | 78,221.49 | 78,218.21 | 312,876.11 |
| Capital | 23,817 | | 23,817 | 345,072.06 | 690,144.11 | 690,069.54 | 2,760,352.74 |
| Cariboo | 39,999 | 39,999 | | 831,308.23 | 1,662,616.47 | 1,662,428.62 | 6,649,902.34 |
| Castlegar | 7,259 | 7,259 | | 171,328.44 | 342,656.89 | 342,622.80 | 1,370,525.29 |
| Central Coast | 3,189 | 3,189 | | 89,284.53 | 178,569.06 | 178,554.09 | 714,231.32 |
| Central Kootenay | 29,926 | 29,926 | | 628,254.59 | 1,256,509.17 | 1,256,368.63 | 5,025,615.07 |
| Central Okanagan | 13,690 | | 13,690 | 208,977.26 | 417,954.52 | 417,911.66 | 1,671,689.51 |
| Central Saanich | 15,745 | | 15,745 | 236,594.01 | 473,188.02 | 473,138.72 | 1,892,604.19 |
| Chase | 2,409 | 2,409 | | 73,561.13 | 147,122.25 | 147,110.94 | 588,455.08 |
| Chetwynd | 2,633 | 2,633 | | 78,076.57 | 156,153.13 | 156,140.77 | 624,575.44 |
| Chilliwack | 69,217 | | 69,217 | 955,193.87 | 1,910,387.74 | 1,910,171.04 | 7,640,900.86 |

**Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Committee-of-the-Whole as of August 3, 2011**

| No. | Date | Action Item | Assigned to | Target Date/Update |
|----------------------------------|---------------------------------|--|-------------------------------|--|
| Administration Department | | | | |
| 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 |
| 2. | 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 |
| 3. | Jan. 12/11 COW | Submit application for funding for the Debris Deflection Berm (Woosley Road) | Janice | Submitted – Jan. 14/11 Awaiting decision |
| 4. | 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 |
| 5. | Feb. 23/11 BD | Work with Ryan Dvorak, SD70, ADSS in exploring potential opportunities to enhance forestry education through a Christmas Tree Farm – Investigate potential lands in the ACRD | Russell | To negotiate with SD#70 |
| 6. | Apr. 27 th EA Dir | Further evaluate potential Gas tax projects 1 – 4 outlined in report dated April 21 st and report back to the Electoral Area Committee in early July | Russell | August 24 th , 10:30 am – Electoral Area Directors Meeting |
| 7. | Apr. 27 th BD | Put together a C2C Forum application to host a forum with all the FN's and Municipalities in the region to discuss Emergency Planning | Janice/ Russell/ Laurie | Application approved – arranging forum for the fall of 2011 |
| 8. | May 25 th BD | Make amendments to the Long Beach Airport Authority and forward for consideration by the ACRD Board – refine schedule A – lands subject to the Authority | Wendy | September Board Meeting |
| 9. | June 8 th COW | Forward a letter inviting the BC Ferry Commissioner to meet with the ACRD Board to discuss the proposed ferry fair increases | Wendy | Arranging for September 2011 |
| 10. | June 22 nd BD | The Board approved retaining the services of VIU to conduct a survey on the West Coast – Proceed with survey | Russell | Working with VIU and the Society |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|-----|-----------------------------------|--|-------------|---|
| 11. | June 22 nd BD | The Board approved the sewage works to collect and treat waste from the BC Parks lease space at the Long Beach Airport | Russell | Al McGill to prepare plans to proceed |
| 12. | July 13 th Spec. BD | The ACRD Board awarded the 3 yr contract to Sonbird Refuse & Recycling Ltd. for West Coast Recycling, Garbage Collection and Disposal – Award Contract | Wendy | July 21 st |
| 13. | July 13 th Spec. BD | The ACRD Board approved entering into a Letter of Understanding with Berry & Vale Contracting Ltd. extending their Contract Agreement for an additional 2 year term for the operation of the AV Landfill – Prepare Letter of Understanding for signatures | Wendy | Done |
| 14. | July 13 th Spec. BD | The ACRD Board appointed the following individuals to the Log Train Trail Advisory Committee: Patty Edwards, Glenn Wong, Mike Kokura, Ken McRae, Linda Scobbie, Judy Carlson, Erica Blake, Deb Oakes and Brian Clozza – Forward letters advising of appointments | Wendy | Initial meeting to be arranged early September 2011 |
| 15. | July 13 th COW | Forward a letter to the Toquaht First Nation thanking them for inviting the ACRD to participate in their Maanulth Treaty Signing Ceremony | Wendy | Done |
| 16. | July 13 th COW | Forward a letter to the Tseshaht First Nation, Hupacasath First Nation, City of Port Alberni and DFO thanking them for co-hosting the dinner and closing ceremonies of the Pulling Together Canoe Event | Wendy | Done |
| 17. | July 13 th COW | Forward a letter to the appropriate Ministers requesting a meeting at UBCM regarding Coastal Community Network's submitted resolution | Wendy | Drafting Letter |
| 18. | July 13 th COW | Forward a letter of congratulations to DFO regarding the agreement reached with the Hupacasath First Nation and the Tseshaht First Nation for the Somass Fishery | Robert G. | Done |
| 19. | July 13 th COW | Investigate any available grants that could be accessed to expand broadband internet service into Beaver Creek and Beaufort | Janice | No grants available at this time |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|---------------------------|----------------------------------|--|-------------|---|
| 20. | July 13 th COW | Request a ministerial meeting at UBCM requesting that Regional District's be consulted on major policy changes that impact Regional District's in talks with First Nations | Wendy | Submitting meeting request |
| 21. | July 13 th COW | Request a meeting with Minister Polak at UBCM to discuss funding for the ACRD to assist with treaty settlements | Wendy | Submitting meeting request |
| 22. | July 13 th COW | Contact the WCGH regarding the Fraser Institute ranking of WCGH | Wendy | Explanation requested |
| 23. | July 27 th BD Mtg. | Request a meeting with the Minister of Aboriginal Relations and Reconciliation regarding the junction property and funds to assist with Maa-nulth Treaty Implementation | Wendy | Submitting meeting request |
| 24. | July 27 th BD Mtg. | Forward a letter to EMCON requesting the sidelines on Highway 4 to the West Coast be re-painted | Wendy | Aug. 5 th |
| 25. | July 27 th BD Mtg. | Forward a letter to the Prime Minister, Federal Minister Responsible and James Lunney, MP requesting the Federal Government reconfirm their commitment to the BC Treaty Process and Negotiations | Wendy | Aug. 5 th |
| 26. | July 27 th BD Mtg. | Bylaw A1072. Elections Bylaw received 4 Readings – Prepare for signatures | Wendy | Done |
| 27. | July 27 th BD Mtg. | The Board approved the improvements to the Log Train Trail at a cost of \$5,000.00 – Advise TimberWest and proceed with the improvements | Russell | Proceeding |
| 28. | July 27 th BD Mtg. | Refer the Administrative Memorandum on the Vancouver Island Regional Library to the next Electoral Area Directors Meeting | Wendy | Referred to August 24 th Meeting |
| 29. | July 27 th BD | Explore Gas Tax Funds to be used for a hydroelectric project and confirm if projects need to be completed by March 2015 | Russell | Investigating |
| Finance Department | | | | |
| 30. | July 27 th BD Mtg. | Bylaw F1095, Security Issuing Bylaw received 4 Readings – Prepare for signatures | Teri | Done |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|--|----------------------------------|--|--------------------|---|
| 31. | July 27 th BD Mtg. | Bylaw F1096, Security Issuing Bylaw received 4 Readings – Prepare for signatures | Teri | Done |
| 32. | July 27 th BD Mtg. | Bylaw F1093-1, SLVFD Water Line – 2011 – 2015 Financial Plan Amendment received 4 readings – prepare for signatures | Teri | Done |
| Environmental Services Department | | | | |
| | 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 |
| 33. | 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 |
| 34. | Oct. 1/09 | East Bamfield Waste Transfer Site Re-use shed at Waste Transfer Site | Rob | Working with NIC on design of re- use shed |
| 35. | Apr. 6/10 | West Bamfield Harbour Authority Dock Improvements (ICEF) | New Man/ Janice | Work to be completed in 2011 – Report to follow |
| 36. | Apr. 28/10 BD | Investigate and work with Dolan's on the proposed Rock Quarry Project on the AV Airport Property | Russell | ILMB to provide response |
| 37. | Apr. 8/10 WC | Work with Parks Canada on the landfill road agreement | Russell | In Progress |
| 38. | 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 |
| 39. | 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) |
| 40. | 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 |
| 41. | | | | |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|----------------------------|------------------------------|--|----------------|---|
| 42. | Oct. 13/10 COW | Work with Tofino Air on details of their request for a new lease at the Long Beach Airport | New Manager | August/September 2011 |
| 43. | Jan. 26/11 BD | Proceed to putting the West Coast Garbage and Recycling out for Tender | Russell | Tenders Closed: July 13 th Special Board Meeting |
| 44. | Feb. 9/11 WC | Investigate improved accountability and security at the WC Landfill Scale Office | New Manager | To investigate and report to the WC Committee |
| 45. | Apr. 13 th COW | Forward a letter to the AV Stakeholders initiative to End Homelessness requesting they consider options for the \$285,000.00 grant the ACRD received from VIHA to address homelessness in the region and make a recommendation to the ACRD Board | Janice | Request forwarded – waiting for recommendations |
| 46. | Apr. 27 th 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 | August 2011 |
| 47. | May 11/11 AV Comm | Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill | Russell | Meeting forthcoming |
| 48. | July 27 th BD | The Board approved awarding the contract for the Long Beach Airport Access Road paving to Rayner Brach Construction in the amount of \$159,940,000 plus HST – Award the contract | Russell | Awarded – Project proceeding |
| 49. | July 27 th 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 \$65,216.00 including HST – Award Contract | Russell | Awarded – Project proceeding |
| Planning Department | | | | |
| 50. | June 1/09 | East Bamfield Parking Plan | Mike | Part of OCP review in 2011 |
| 51. | June 1/09 | Bamfield OCP Review | Mike | Working with VIU – Community profile to be completed by Sept. |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|-----|-----------------------------|---|---------------|--|
| 52. | 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 |
| 53. | Feb. 9/11 COW | Investigate and report back to the Board on Nanaimo Reg. Dist. process for dealing with dangerous dogs and investigate possible Kennel services | Mike/ Alex | August COW |
| 54. | n/a n/a | Airport Zone Bylaw – AV Airport/Long Beach Airport Alberni Valley OCP Review | Mike Mike | August Board In progress – Cherry Creek second Open House in September Beaufort OCP underway – Meeting July 26 th – 1 st Open House - September Fall 2011 |
| 55. | Apr. 27 th BD | The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed | Mike | |
| 56. | | | | |

Issued: August 3, 2011



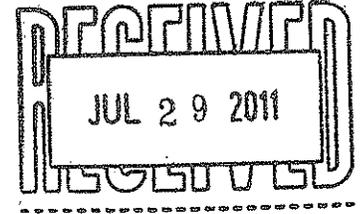
**VANCOUVER ISLAND
REGIONAL LIBRARY**

CENTRAL SERVICES

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Tel: 250.758.4697 Fax: 250.758.2482
Email: info@virl.bc.ca Web: www.virl.bc.ca

July 7, 2011

Chair Glen Wong and Board
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3



Dear Chair Wong

It is my pleasure to enclose a copy of our 2010 Annual Report. The past year was marked by extensive planning for the future – from facilities and strategic directions to enhanced programs and services. We are proud of the many accomplishments of our staff, Board and Friends of the Library, and of the ways we continue to meet the changing needs and expectation of our customers. We are also honoured to play such a vital and integral role in the communities we serve through our 38 branch locations on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast.

On behalf of the Board of Trustees of Vancouver Island Regional Library, I would like to take this opportunity to express appreciation for the support and cooperation that we continue to receive from you. In these times of government fiscal constraint, the financial contributions from our member municipalities and regional districts are more important than ever to help us maintain a strong public library that supports literacy, life-long learning and recreation for people of all ages, backgrounds and passions in the region we serve.

I invite you to take a moment to peruse our report. Please feel free to contact me at rbonanno@virl.bc.ca with any comments or questions you may have.

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director
Vancouver Island Regional Library

Encl

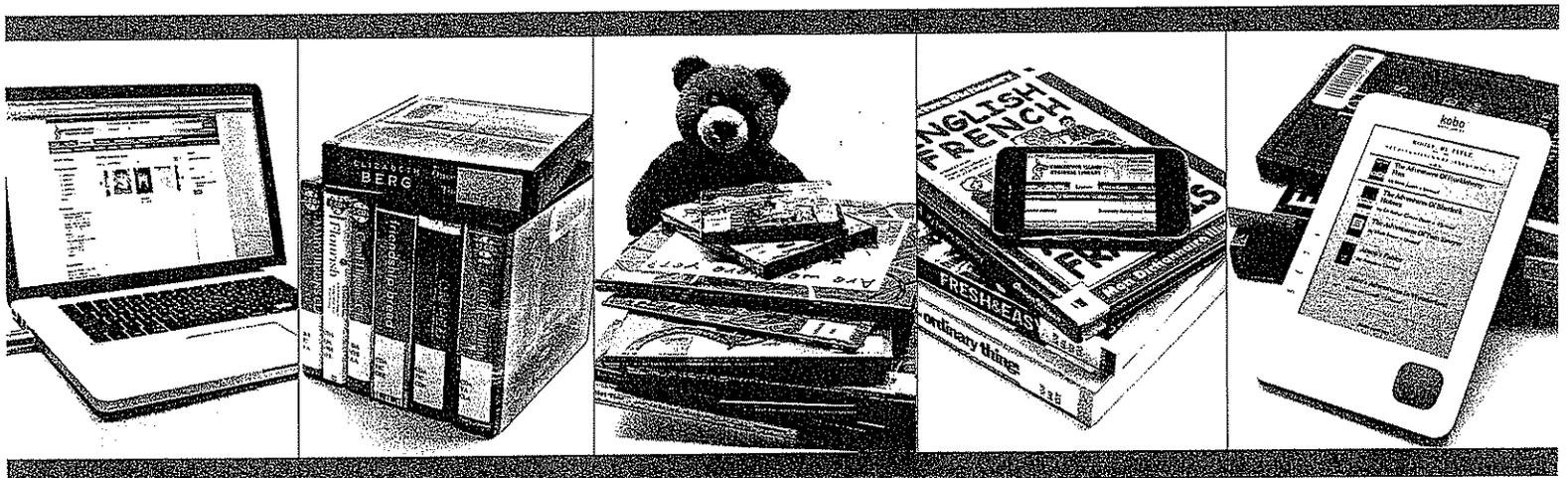
Strong Libraries • Strong Communities

Bella Coola Bowen Campbell River Courtenay Comox Courtenay Cowichan Cowichan Lake Cumberland
Saltwater Island Gwaii Hancock Ladysmith Masset Nanaimo Harbourfront Nanaimo Westshore Parksville
Port Alberni Port Alberni Port Clements Port Hardy Port Mitchell Port Renfrew Quadra Island Qualicum Beach Queen Charlotte
Sandspit Seaside Strathcona Tofino Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Moss



2010

a year of
planning the future



Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland
Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo Wellington Parksville
Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte
Sandspit Skayward Sidney/North Saanich Sooke South Cowichan Tahsis Toke Ucluelat Union Bay Woss

Strong Libraries ■ Strong Communities

From the Board Chair



William J. Holdom

We are proud of our library system. No other public institution offers so much value to people from every walk of life, regardless of their economic circumstances, and the Library Board

works hard to ensure adequate financial resources to maintain universal access to ideas, information and technology.

We trust that our customers continue to experience their library as a place where the community can come to connect to each other and to the world. In a time of expensive books, movies, and high priced courses it is good to know that there is a place where you can freely borrow books, magazines, CDs, DVDs, and more – your library has it all.

From the Executive Director

The year 2010 will be remembered as a time of extensive planning for the future – from facilities and strategic directions to enhanced programs and services – to meet the needs and expectations of our customers.



Rosemary Bonanno

Our branches have seen dramatic increases in usage as libraries have taken on a role as 'living room of their community' where people can meet, study and do more than simply check out books. Libraries have become the heartbeat of their communities.

My sincere thanks to the people who make it all happen – our library staff. They are dedicated, enthusiastic, and take pride in serving customers and delivering professional library services. Most of all I thank our Board of Trustees for taking bold steps in 2010 that will shape our direction now and far into the future.

Our Highlights

Consolidated Facilities Master Plan

A Consolidated Facilities Master Plan (CFMP) was adopted by the Board in June. The Plan was commissioned in 2009 to gain a comprehensive overview of all branch facilities, recommendations on space requirements and standards for urban and rural branches, priorities for developing or improving facilities, and a plan to deal with associated costs. The report indicates that most branches are well located in their communities, but the buildings are 33% below the average BC library standard and are not large enough to accommodate the collection or meet customers' needs and expectations of a modern library. The average age of the branches is 27 years, and many of the leased and rented facilities have deficiencies.

The Master Plan establishes a minimum 2,750 sq. ft. target size for future facilities, to bring them more in line with the average BC library standard, and includes 20-point selection criteria to guide decision making for future facilities. One or more rural branches and one urban branch per year will be considered for expansion or replacement. Some will require a 'Request for Proposals' process; others may be included in future community facilities.

The Wellington branch will continue to operate in its present location and a new branch is being planned for north Nanaimo at 6250 Hammond Bay Road. For annual budget planning purposes, funds will be earmarked for future new or expanded facilities and maintenance.

Strategic Plan 2011-2015

Strategic Plan 2011-2015 was adopted after extensive public consultations during which library customers, community members, employees and Board members shared their hopes and dreams for their public library system. The Plan will help guide Trustees in charting directions, funding and facilities decisions for Vancouver Island Regional Library in the next five years.

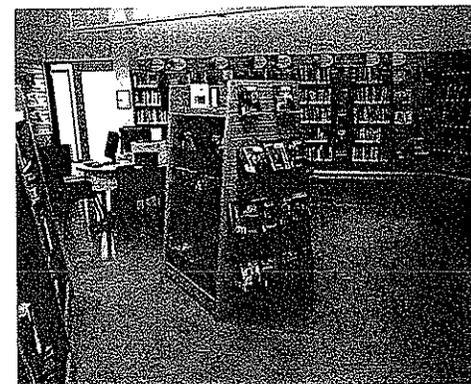
An 'Appreciative Inquiry' process was used in public consultation sessions conducted in 17 communities and attended by more than 500 people. Over 4,000 people completed print and online questionnaires. From the feedback emerged five themes – Collection, Communications, Facilities & Operations, Information Technology, and Quality Service – for which strategic goals and objectives were developed. As part of the strategic planning process, Trustees reviewed the existing mission, vision and values and crafted new statements. Strategic Plan 2011-2015 is online (www.virl.bc.ca, click 'About the Library', 'Library Board of Trustees').

Branch expansions planned

Planning started for future expansion of library branches in Lake Cowichan, Cumberland, Gabriola Island, Quadra Island, and Cortes Island. The Town of Lake Cowichan is providing land to build a new, larger library, and the Cowichan Valley Regional District has agreed to borrow money on behalf of the library from the Municipal Finance Authority, which offers competitive interest rates. VIRL will repay the debt.

Ucluelet new location realized

After several years of planning, Ucluelet now features a new, multi-use community centre that includes the library branch, which opened its doors in the new location in April. The 1,160 sq. ft. Ucluelet branch includes some 8,000 items in a 'bookstore style' atmosphere. Library usage went up more than 25% with 36,434 items borrowed, compared to 28,509 in 2009.



Our Donors, Friends & Funders

We owe our donors, friends and funders an immense debt of gratitude. Your gifts and grants help to build strong libraries and ensure our continued development and success.

Donors

In 2010, donors and benefactors contributed \$28,711 to our Library branches that helped improve and increase our services and collections.

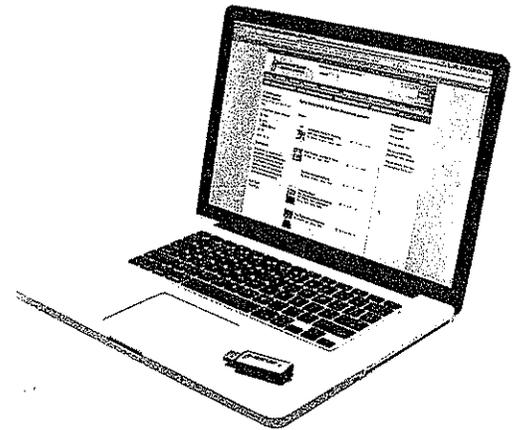
Mya Ambrose ■ David Baird ■ Sue Banning ■ Joy Bird ■ Patricia Blackmore ■ Constance Blunden ■ Martha Boden ■ Rosemary Bonanno ■ Jean Boshier ■ Peggy Brackett ■ Brown Holdings Ltd. ■ Roderick Campbell ■ James Chaple ■ Chemainus Crofton Fraternal Order of Eagles Ladies Auxiliary 4400 ■ Cowichan Valley Regional District ■ Brian and Colleen Dempsey ■ Alja Den Boer ■ Erika Enns ■ Estate of Barbara Ann Frank ■ Peggy Forrest ■ Friends of the Library, Bowser Branch ■ Friends of the Library, Gabriola Island Branch ■ Friends of the Library, Sidney Branch ■ Gabriola Women's Institute ■ William Gilsdorf ■ Paul and Sheila Greenwood ■ Marjorie Greeves ■ Haida Gwaii Mental Health Advisory Committee ■ Joy John ■ Bryce Kendrick ■ Rohinton Kerravala ■ Kiwanis Club of Parksville & Qualicum Beach ■ Laura Gordon Chapter, IODE ■ Lucas Law ■ Jens Liebgott ■ Chad Lintott ■ Elizabeth Martindale ■ Northstar Ford Lincoln ■ Parksville Quilt House Quilters Guild ■ Geraldine Paulhus ■ Peninsula Lifetime Eyecare Centre ■ Michael and Sandra Phipps ■ Adrien J Pitre ■ Richard and Marilyn Powell ■ Qualicum Beach Family History Society ■ Heather Revesz ■ Jean Stewart ■ Joanne Stiles ■ Diana M Turner ■ Rachel Van Bussel ■ Don Walduck ■ Vera Welsh ■ Margaret Winch

To find out how to leave your legacy in support of literacy, lifelong learning and inspiration, please visit our website www.virl.bc.ca (click: 'Support Your Library')

Every effort has been made to provide an accurate listing of our donors. We apologize for any errors or omissions that may have occurred.

Friends of the Library chapters

- Bowser
- Campbell River
- Cowichan
- Gabriola Island
- Gold River
- Nanaimo Harbourfront
- Nanaimo Wellington
- Sidney/North Saanich



Grants

Government

| | |
|---------------------------|--------------|
| Per Capita | \$ 1,179,056 |
| BC OneCard | 82,453 |
| Resource Sharing | 7,465 |
| CAP Grants | 107,452 |
| Literacy | 58,418 |
| Canada Council – BookFest | 7,650 |

Partners

| | |
|--------------------------------------|----------|
| Law Matters Project | \$ 5,019 |
| CanWest Global Foundation – Literacy | 2,133 |

Highlights - cont'd

New services added

Workshops were offered to teach how to download eBooks and audiobooks, and how to use eBook readers. New Book Club kits were added that include 12-book sets of Canadian and international titles, and a web page was launched with information and resources for book club members.

Email notification launched

To reduce postage costs, an email notification system was launched and over 80,000 customers registered to receive email notifications when requested materials are ready for pickup.

Daily visits tracked

Electronic devices were installed to track the number of daily visitors to the branches and to gain a more complete picture of how much the library is being used by the public. Results show that libraries are much busier than previously realized, and the top five branches recorded average daily visits as follows:
Courtenay: 977

Nanaimo Harbourfront: 946

Cowichan: 859

Campbell River: 746

Nanaimo Wellington: 663

Telemessaging introduced

Software was introduced to automate phone calls to alert customers when

'holds' are ready for pickup. Previously, about 7,600 staff hours annually were required to make such routine phone calls. In 2010, an average of 23,500 automated calls were made each month. Smart use of technology has freed up staff time to provide customers with more personalized service and increased access to our resources.



The Gathering celebrated

The Cowichan branch was the recipient of a large felted wool mosaic, entitled The Gathering – a community art project by the Cowichan Intercultural Festival of Film & Art and created by 115 people, aged 8 to 84. The project was inspired by the concept that gathering around the meal table is an important part of all cultures as the place where stories are told, teachings shared, and traditions passed down. The gift to the Cowichan branch was celebrated in a ceremony with the Cowichan Spirit Drummers singing prayers and drumming.

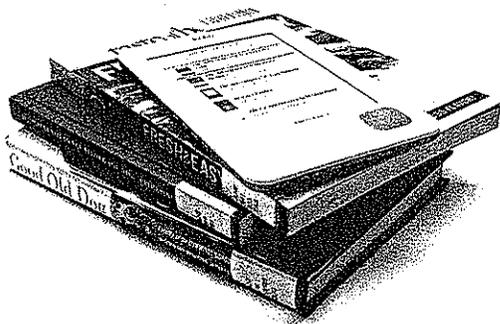
Our Facts & Stats

| | |
|---|-----------|
| Population served | 408,971 |
| Library cardholders | 163,153 |
| New cardholders registered | 24,736 |
| Items borrowed | 5,131,527 |
| Items in collection (books, magazines, CDs, DVDs) | 1,061,365 |
| New items added to collection | 182,337 |
| Items checked out using Express Check-Out | 1,501,233 |
| Ebooks and audiobooks downloaded | 29,661 |
| Visits to 'Virtual Branch' (www.virl.bc.ca) | 1,192,429 |
| Connections to high-speed wireless service | 63,233 |
| Programs offered | 1,433 |
| Program attendance | 28,125 |
| Summer Reading program participants | 4,460 |
| Public computers/Internet stations | 151 |
| Kids computer stations | 32 |



Our Mission

To enhance lives and communities through universal access to knowledge, lifelong learning, and literacy.



Our Revenues & Expenditures

Consolidated Statement of Operations

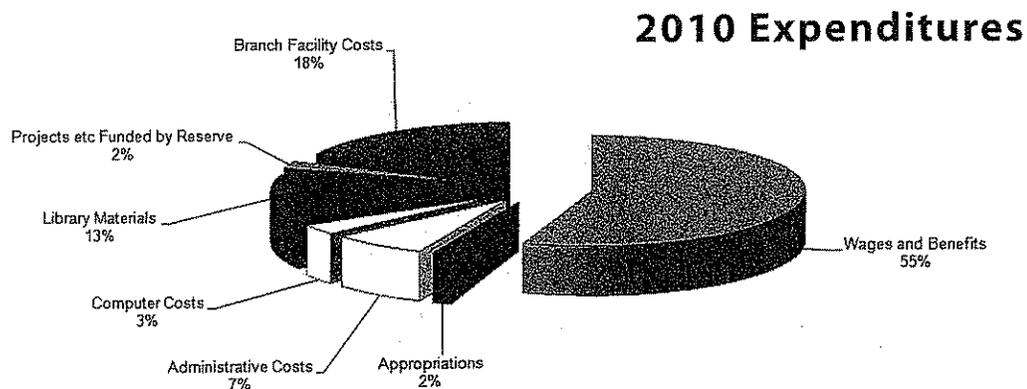
For the year ended December 31, 2010

| | Budget (Unaudited) | 2010 | 2009 |
|--|-----------------------|----------------------|----------------------|
| Revenues | | | |
| Municipal levies | \$ 9,963,172 | \$ 9,963,196 | \$ 9,605,556 |
| Rural levies | 4,710,837 | 4,710,837 | 4,593,352 |
| Government grants | 1,237,509 | 1,335,042 | 1,478,940 |
| Fines and other income | 482,611 | 728,275 | 734,472 |
| Interest earned | 76,400 | 27,341 | 47,246 |
| Total Revenues | 16,470,529 | 16,764,691 | 16,459,566 |
| Expenditures | | | |
| Wages and benefits | 9,456,692 | 9,303,503 | 9,066,893 |
| Branch costs | 2,860,645 | 2,747,204 | 2,753,179 |
| Miscellaneous | 8,850 | 10,449 | 2,415 |
| Administration costs | 1,794,094 | 1,884,958 | 2,094,516 |
| Retirement benefit accrual | 50,000 | 22,962 | 69,648 |
| Amortization Expense | 2,305,639 | 2,305,639 | 2,158,524 |
| Total Expenditures | 16,475,920 | 16,274,715 | 16,145,175 |
| Operating Surplus (Deficit) | (5,391) | 489,976 | 314,391 |
| Surplus beginning of the year | \$ 10,017,467 | \$ 10,017,467 | \$ 9,703,076 |
| Accumulated Surplus end of year | \$ 10,012,076 | \$ 10,507,443 | \$ 10,017,467 |

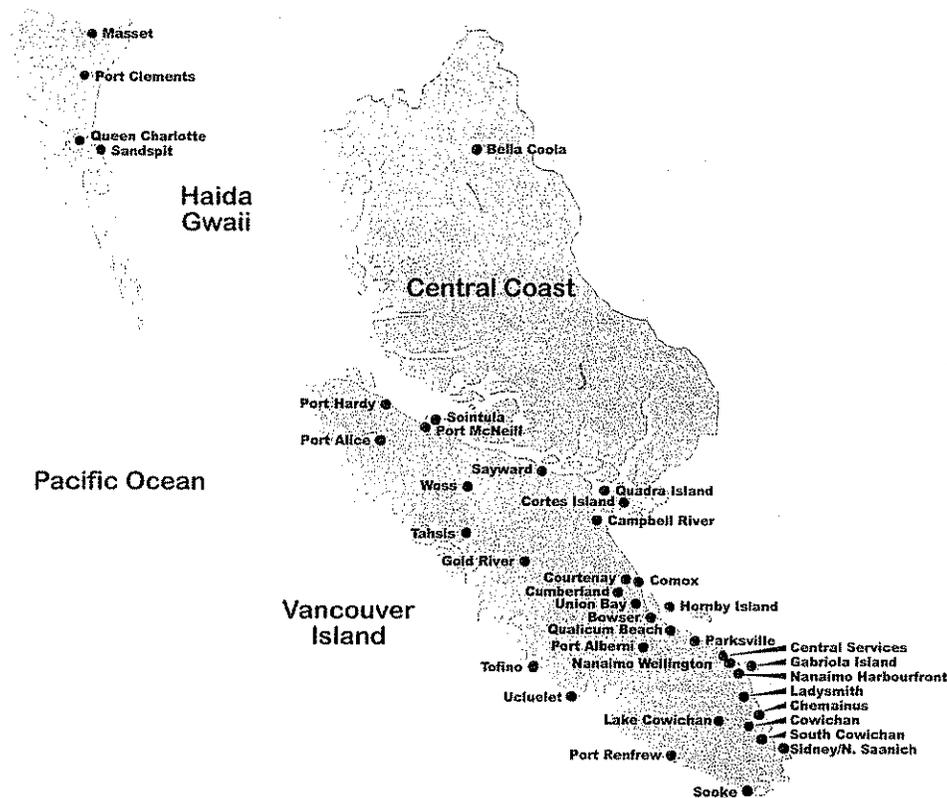
Which is composed of:

| | | |
|---------------------------------------|----------------------|----------------------|
| Internally restricted funds | \$ 3,370,387 | \$ 3,177,425 |
| Unrestricted | \$ 577,182 | \$ 664,589 |
| Investment in tangible capital assets | \$ 6,559,874 | \$ 6,175,453 |
| Total | \$ 10,507,443 | \$ 10,017,467 |

Note: To address long-term facility planning and maintenance issues the Board, at its June 2010 meeting, approved additional levies of 1.25% for facilities and 1% for reserves for capital projects for the next 10 years.



Our Service Area



Board - Executive

Bill Holdom - Chair
 Ronna-Rae Leonard - Vice Chair
 Barry Avis
 Ray Cadorette
 Penny Cote
 Mel Dorey
 Ron Dumont
 Shelley Downey
 Dave Haywood
 George Holme
 Brenda Leigh

Board - Municipal Members

Campbell River - Ryan Mennie
 Comox - Marcia Turner
 Courtenay - Ronna-Rae Leonard
 Cumberland - Kate Greening
 Duncan - Ray Cadorette
 Gold River - Kirsty Begon
 Ladysmith - Bruce Whittington
 Lake Cowichan - Tim McGonigle
 Lantzville - Joe Bratkowski
 Masset - Andrew Merilees
 Nanaimo - Bill Holdom
 North Cowichan - Dave Haywood
 North Saanich - Ruby Commandeur
 Parksville - Sue Powell
 Port Alberni - John Douglas
 Port Alice - Gail Neely
 Port Clements - Wally Cheer
 Port Hardy - Stan McLennan
 Port McNeill - Shelley Downey
 Qualicum Beach - Barry Avis
 Queen Charlotte - Gladys Noddin
 Sayward - Debbie Coates
 Sidney - Jeannette Hughes
 Sooke - Ron Dumont
 Tahsis - Anne Cameron
 Tofino - Rose Zilliken
 Ucluelet - Dario Corlazzoli
 Zeballos - Debra Morin Brown

Board - Regional District Members

Alberni-Clayoquot - Penny Cote
 Capital - Mike Hicks
 Central Coast - Steve Emery
 Comox Valley - Bruce Jolliffe
 Cowichan Valley - Mel Dorey
 Mt Waddington - Dave Rushton
 Nanaimo - George Holme
 Powell River - Merrick Anderson
 Skeena Queen Charlotte - Evan Putterill
 Strathcona - Brenda Leigh

Senior Management Team

Rosemary Bonanno - Executive Director
 Fiona Anderson - Director of Library Services
 Harold Kamikawaji - Director of Human Resources
 Adrian Maas - Director of Finance
 Kathryn Oldham - Executive Assistant

About Vancouver Island Regional Library

Vancouver Island Regional Library (VIRL) opened its doors in 1936 as the Vancouver Island Union Library; it was the second regional library in North America. VIRL serves more than 408,971 people on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast through 38 branch libraries and a Virtual Branch (www.virl.bc.ca). VIRL's administrative offices are located in Nanaimo.

This Annual Report is online at www.virl.bc.ca - click About the Library, Library Board of Trustees

VANCOUVER ISLAND REGIONAL LIBRARY

CENTRAL SERVICES

Box 3333 | 6250 Hammond Bay Road

Nanaimo, BC Canada V9R 5N3

T: 250.758.4697 | F: 250.758.2482

E: info@virl.bc.ca | W: www.virl.bc.ca



MEMORANDUM

To: Committee of the Whole
From: Teri Fong, CGA, Manager of Finance
Date: July 25, 2011
Subject: Strategic Community Investment Funds Report

In 2009 the Province introduced the Strategic Community Investment Fund initiative that aimed to provide local communities with increased financial certainty in uncertain economic times. The Alberni-Clayoquot Regional District has received unconditional grants from the Ministry each year since 2009 to assist with administration costs.

The Province originally committed to this program for two years but recently extended the initiative until 2013.

The following report is the 2010 Progress Report, which is an annual requirement of the agreement.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer

Strategic Community Investment (SCI) Funds Progress Report

The Ministry of Community and Rural Development provides funding, in the form of an unconditional grant, to regional districts to assist with administration costs. The following report describes the funding received and its use in 2010 as required by the Ministry.

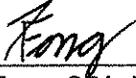
(1) SCI Funds received or anticipated:

| Strategic Community Investment Funds | Use | Date | Amount |
|--------------------------------------|---------------------------|------------|-----------|
| RD Grant | Local government services | March 2009 | \$247,330 |
| | | July 2009 | \$88,685 |
| | | July 2010 | \$53,353 |

(2) SCI Funds intended use, performance targets and progress made:

| Intended Use | Performance Targets | Progress made in first reporting period (by June 30, 2010) | Progress made in second reporting period (by June 30, 2011) |
|---|--|---|---|
| To reduce administration cost at our Regional District. | 100% of the funds are used to support RD administration. | Enabled us to meet budget requirements and retain staff. | Helped to enabled us to keep tax rates consistent with prior year, while meeting budget requirements and retaining staff. |

(3) Report Date: July 25, 2011

(4) Approved by: 
 Teri Fong, CGA, Manager of Finance



REQUEST FOR DECISION

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

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: July 20, 2011

Subject: Dangerous Dogs

Recommendation:

That the Committee-of-the-Whole recommends that the Board of Directors enter into a contract with *Coastal Animal Control Services of BC* to provide animal control as it relates to dangerous dogs in Electoral Area "D" (Sproat Lake) and Electoral Area "E" (Beaver Creek).

Desired Outcome:

The Board authorizes staff to enter into a contract with *Coastal Animal Control Services of BC* to provide animal control in Sproat Lake and Beaver Creek. Designating the contractor as an "animal control officer" for the purposes of ACRD Bylaw No. R1017 will allow for better enforcement of the dangerous dog bylaw.

Summary:

Procedure for responding to a dangerous dog complaint

Current procedure:

- i. Staff responds to complaints from the public and sends a letter to the owner of the dog.
- ii. Investigate and attempt to resolve the issue through negotiation with the owner of the dog and the complainant.

Proposed procedure:

- i. Staff responds to complaints from the public and sends a letter to the owner of the dog.
- ii. Investigate and attempt to resolve the issue through negotiation with the owner of the dog and the complainant.
- iii. Should staff feel that the issue will only be resolved through animal control; the file would be forwarded to *Coastal Animal Control Services of BC*.

- iv. Regional District staff would collect all relevant witness statements, photographs, veterinary reports, and any other pertinent information.
- v. A uniformed control officer would attend the property where the dog resides or the location of the incident. The owner would be informed of all applicable bylaws, liability concerns, containment requirements and the possibility of further legal action.
- vi. A written warning notice would be left with the owner as a receipt of the visit by the officer.
- vii. If required, a formal vicious declaration would be delivered either in person or by registered mail.

Impoundment of the dangerous dog

- i. Whenever possible, the animal control officer will give the dog owner the option of voluntarily surrendering the animal at no cost. The officer would ensure that the owner is aware that they are signing over custody of the dog and that they have signed the surrender form while not under duress. If deemed necessary, the dangerous dog would be euthanized.
- ii. If a dog is seized off the premises of the owner's property, the animal would become the property of the Regional District after a set period of time identified in the bylaw. Currently, the bylaw does not specify a timeframe and will need to be amended to eliminate any confusion over the legal impoundment period. The company suggests a 72 hour period where if the animal is not claimed within that timeframe, the control officer may destroy the dog or place it up for adoption. The animal would be impounded at their Nanaimo facility.
- iii. All dangerous dogs that have been impounded will not be released to the owner until the animal control officer has physically inspected their property to determine if a sufficient enclosure has been constructed to ensure compliance with the requirements of the bylaw.

Legal Procedure

If a dog is seized on the premises of the owner's property under Section 49 of the *Community Charter*, the company is permitted to hold the dog for a period of up to 21 days before having to make an application to the Provincial Court for its destruction. During this time, if the owner is not willing to pay the required fees or build a sufficient enclosure, court action is the only option.

Ultimately, it would be the decision of the Board of Directors to proceed with legal action against the dog owner. The company advised that this situation is very rare and that most problems are resolved through the direct involvement of the animal control officer.

Background:

The Regional District adopted Bylaw No. R1017 in 2006 to provide for the regulation of dangerous dogs in Electoral Area "D" (Sproat Lake) and Electoral Area "E" (Beaver Creek). At the time, an agreement was sought with the SPCA to enforce the bylaw by providing animal control within the area to which the bylaw applied. An agreement was never finalized and staff have continued to deal with dangerous dog complaints on a limited basis without any ability to enforce the provisions of the bylaw.

Further negotiations with the SPCA did not result in an agreement and staff was directed to investigate how other Regional Districts deal with dangerous dogs. *Coastal Animal Control Services of BC* is contracted to provide animal control for 7 local governments on Vancouver Island including the Regional District of Nanaimo and the City of Nanaimo. They employ a number of control officers providing coverage 365 days a year and operate pound facilities in Nanaimo and Duncan. The company has declared that they would be willing to provide animal control services in Sproat Lake and Beaver Creek.

Time Requirements – Staff & Elected Officials:

Staff will still investigate and respond to complaints in the same manner so the staff time requirements for each enforcement case are expected to be similar. The increased work load in enforcement action would be primarily done by the contractor.

The Regional District has received 6 complaints regarding dangerous dogs in Beaver Creek and Sproat Lake since 2008 as well as a number of enquiries that did not result in a formal complaint. I would expect that the number of complaints would increase if the Regional District were to enter into a contract to provide animal control.

Financial:

Coastal Animal Control Services of BC costs for providing the service in our area (not including HST):

- Cost of service = \$100.00 per hour
- Cost of after-hours service = \$150.00 per hour
- Cost of kenneling = \$25.00 per day
- Cost of euthanasia service = \$75.00

The establishing bylaws for the service in Sproat Lake and Beaver Creek detail the cost of providing the service. The annual costs shall be paid by:

- i. A maximum annual tax requisition of \$3000 in each area; and
- ii. The collection of fees set out in the dangerous dog bylaw. Section 6 of Bylaw No. R1017 details the impound fees that shall be collected by the Regional District:
 - a. An owner whose dog has been seized and impounded shall pay to the Regional District an impounding fee of \$100.00 for the first impoundment, \$200.00 for the

- second impoundment and \$500.00 for the third or subsequent impoundment;
and
- b. Maintenance costs of \$75.00 per day or portion of a day that the dog has been impounded.

Staff contacted some of the other local governments on Vancouver Island that have contracted the company to perform animal control in their areas to get a sense of the expected costs of dealing with dangerous dogs. The correspondence received indicated that the majority of cases have been resolved through the animal control officers negotiating destruction without involving legal action (this is the expected result in up to 95% of the cases). The only costs incurred in this case would be the hourly service rate and the cost of euthanasia which would likely be less than \$500 including travel time.

In cases that require court ordered destruction, legal costs can escalate to \$5000 and up. This is a rare case and the Regional Board would always have the option of proceeding with legal action. There has been one case that was appealed in the high courts which resulted in extremely high costs which are being recovered through tax requisition increases in that particular service area.

Policy or Legislation:

Section 707.1 of the *Local Government Act* allows a Regional District Board to designate an animal control officer as defined in Section 49 of the *Community Charter*.

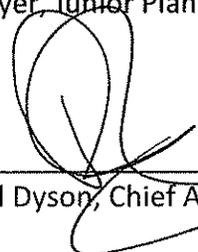
Section 49 of the *Community Charter* allows an animal control officer designated by the Regional District to seize a dog if the officer believes on reasonable grounds that the animal is a dangerous dog.

Options Considered:

- a. Maintaining current course of bylaw enforcement action by responding to dangerous dog complaints with a letter to the dog owner.

Submitted by: 

Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Approved by: 

Russell Dyson, Chief Administrative Officer

COASTAL ANIMAL CONTROL SERVICES OF BC LTD

Duncan Location:
2202 Herd Rd
Duncan, BC V9L 6A6
250-748-3395
Toll Free: 1-888-811-7722

Nanaimo Location:
1260 Nanaimo Lakes Rd
Nanaimo, BC V9R 5P4
250-754-1397
Toll Free: 1-888-754-1397

Alex Dyer
Junior planner / Bylaw Enforcement Officer
Alberni Clayoquot Regional District

June 16th, 2011

Dear Mr. Dyer,

Re: Animal Control in the Sproat Lake and Beaver Creek Electoral Areas

Thank you for your letter regarding a proposed Animal Control function that my company could offer concerning dangerous dog enforcement in the Sproat Lake and Beaver Creek Electoral Areas.

- The procedure my company would follow in response to a file forwarded to us from your office would encompass the following:

A uniformed Animal Control Officer would attend in person at the location of offence or the property where the dog resides.

This Officer would also collect all relevant witness / victim statements, photographs, veterinary / medical reports and any other information pertinent to the case.

The owner of the dog would be informed of all applicable bylaws, liability concerns, containment requirements and the possibility of further legal action if the dog is not kept contained.

Our Officers use tact and diplomacy in order to garner voluntary compliance.

Whenever possible, our Officers will give the dog owner the option of voluntarily surrendering the dog over to us at no cost to themselves. When they sign over all custody and ownership rights to us they understand they will not be getting the dog back. We ensure that they have read, understood and have signed the surrender form while not under duress.

A written warning notice would be left with the dog's owner as a receipt of our visit. This notice could be used at a later date to prove the owner was aware of the problem at hand and to prove a known pattern of behaviour if the matter escalated to future legal action.

Careful documentation of all facts and conversations with all parties involved are meticulously entered into our Animal Control database and would be available at any time for the Regional District.

A formal vicious declaration would also be delivered either in person or sent by registered mail.

- Normally, if a dog is impounded anywhere other than its owner's property, the dog would become the property of the Regional District after a set minimum period of time as identified in the bylaw.

If the owner of a dangerous dog is unwilling to comply with the bylaw as far as building an appropriate enclosure or paying the respective impoundment fees, the dog may be euthanized after this holding period.

Unfortunately the Alberni Clayquot Regional District bylaw R1017 does not have a set period of time for this holding period. In a case such as this, in the interim, it would be imperative to serve the dog owner with a registered or hand delivered letter stipulating a holding period after which time the dog becomes the property of the Alberni Clayquot Regional District.

Below is an excerpt from the Regional District of Nanaimo's Bylaw 941 which is specific to vicious dogs.

Section 5 (3) Impounded dogs shall be kept in the pound for a minimum period of 72 hours.

Section 5 (4) If an impounded dog is not claimed within the 72 hour period, the Animal Control Officer may, on the expiration of this period, destroy the dog, or place the dog for adoption.

I believe it would be extremely important to have the above wording included in bylaw R1017 in order to eliminate any gray zones in the legal incarceration period. This would prevent any confusion as to the legal ownership of the dog in cases where the dog owner wants the dog back but refuses or is unable to pay the fees owing.

If the dog was seized off of its own property through Section 49 of the Community Charter, we are not permitted to hold the dog any longer than 21 days before making an application to the Provincial Court for its destruction.

If during this time, the owner is not willing to pay the applicable fees or build the appropriate enclosure, then court action is inevitable. If the attack was severe enough to warrant a destruct order, we are not obligated to release the dog back to its owner and the ACRD may decide to continue with court action.

This is extremely rare however and is avoided unless absolutely necessary. It would be the decision of the Alberni Clayquot Regional District whether or not to proceed with any matters concerning legal action.

Most problems can be resolved through an Animal Control Officer's direct involvement.

- All dangerous dogs that have been impounded will not be released to an owner unless an Animal Control Officer has physically inspected the enclosure first. The dog will only be released if the Animal Control officer is satisfied as to the structural integrity of the enclosure and that it will securely contain the dog.
- The cost of service would be \$100.00 per hour plus HST.
- The cost of after-hours service would be \$150.00 per hour plus HST.
- The cost of kennelling would be \$25.00 per day plus HST.
- An additional cost of \$75.00 per euthanasia would be billed to the ACRD if required.

I look forward to working with you and the Alberni Clayquot Regional District in the pursuit of community safety. I would be happy to answer any further questions that you may have.

Sincerely,

Trevor Hughes
Chief Executive Officer
Coastal Animal Control Services of BC Ltd.
1-888-754-1397



MEMORANDUM

TO: Committee-of-the-Whole
FROM: Andrew McGifford
DATE: August 3, 2011
RE: Finance Warrant No.507

Recommendation:

That the Committee-of-the-Whole approves Finance Warrant Number 507 in the amount of \$ 1,293,045.56 dated July 31, 2011.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

That the Committee-of-the-Whole 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: Andrew McGifford, Assistant Accountant

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



AP5100

Page : 1

Date : Aug 03, 2011

Time : 8:25 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount | |
|---|---|---------------------|-------------|--------|-------|---------|---------|---------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | |
| 0016 | ACE COURIER SERVICES | | | | | | | |
| 110663 | 14-Jul-2011 | | Issued | 114 | C | 50.39 | 50.39 | |
| 1428779 | 01-4-2500-000 | PAYABLES - TRADE | | | | 50.39 | | |
| Invoice Description --> POSTAGE | | | | | | | | |
| Total : | | | | | | 50.39 | 0.00 | 50.39 |
| Supplier Total : | | | | | | 50.39 | 0.00 | 50.39 |
| 0030 | ACKLANDS-GRAINGER INC. | | | | | | | |
| 110664 | 14-Jul-2011 | | Issued | 114 | C | 690.30 | 690.30 | |
| 488219 | 01-4-2500-000 | PAYABLES - TRADE | | | | 690.30 | | |
| Invoice Description --> LBA SUPPLIES | | | | | | | | |
| Total : | | | | | | 690.30 | 0.00 | 690.30 |
| Supplier Total : | | | | | | 690.30 | 0.00 | 690.30 |
| 0163 | ALBERNI CHRYSLER LTD | | | | | | | |
| 110715 | 21-Jul-2011 | | Issued | 119 | C | 1448.17 | 1448.17 | |
| 51108 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1448.17 | | |
| Invoice Description --> DODGE DAKOTA - OIL & FILTER, PARK BRAKE REPLACE, EXHUST LEAK - MANIFOLD | | | | | | | | |
| Total : | | | | | | 1448.17 | 0.00 | 1448.17 |
| Supplier Total : | | | | | | 1448.17 | 0.00 | 1448.17 |
| 0032 | ALBERNI LANDSCAPING | | | | | | | |
| 110665 | 14-Jul-2011 | | Issued | 114 | C | 313.60 | 313.60 | |
| 005082 | 01-4-2500-000 | PAYABLES - TRADE | | | | 313.60 | | |
| Invoice Description --> AV REGIONAL AIRPORT LANDSCAPING | | | | | | | | |
| Total : | | | | | | 313.60 | 0.00 | 313.60 |
| Supplier Total : | | | | | | 313.60 | 0.00 | 313.60 |
| 0380 | ALBERNI SEPTIC TANK SERVICE | | | | | | | |
| 110668 | 14-Jul-2011 | | Issued | 114 | C | 30.80 | 30.80 | |
| 6256 | 01-4-2500-000 | PAYABLES - TRADE | | | | 30.80 | | |
| Invoice Description --> JUNE 24 TO 30 - DIXON PARK TOILET RENTAL | | | | | | | | |
| Total : | | | | | | 30.80 | 0.00 | 30.80 |
| Supplier Total : | | | | | | 30.80 | 0.00 | 30.80 |
| 0095 | ALBERNI VALLEY CHAMBER OF COMMERCE | | | | | | | |
| 110714 | 21-Jul-2011 | | Issued | 119 | C | 5158.02 | 5158.02 | |
| 9146 | 01-4-2500-000 | PAYABLES - TRADE | | | | 291.20 | | |
| Invoice Description --> SLMP - HOST THE WORLD COURSE | | | | | | | | |

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



AP5100

Page : 2

Date : Aug 03, 2011

Time : 8:25 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount |
|---|---------------|---------------------|-------------|-------------------------|--------|----------|---------------|
| Invoice No. | Account No. | Account Description | | Debit | Credit | Amount | |
| APR11HOTEL | 01-4-2500-000 | PAYABLES - TRADE | | | | 4866.82 | |
| Invoice Description --> APRIL 2011 HOTEL ROOM TAX | | | | | | | |
| | | | | Total : | | 5158.02 | 0.00 5158.02 |
| 110754 | 28-Jul-2011 | | | Issued | 121 | C | 8228.50 |
| MAY11HOTEL | 01-4-2500-000 | PAYABLES - TRADE | | | | 8228.50 | |
| Invoice Description --> MAY 2011 HOTEL ROOM TAX | | | | | | | |
| | | | | Total : | | 8228.50 | 0.00 8228.50 |
| | | | | Supplier Total : | | 13386.52 | 0.00 13386.52 |

| | | | | | | | |
|---|------------------------------------|------------------|--|-------------------------|-----|---------|--------------|
| 0080 | ALBERNI VALLEY RESCUE SQUAD | | | | | | |
| 110753 | 28-Jul-2011 | | | Issued | 121 | C | 6000.00 |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | 6000.00 | |
| Invoice Description --> 2011 GRANT IN AID | | | | | | | |
| | | | | Total : | | 6000.00 | 0.00 6000.00 |
| | | | | Supplier Total : | | 6000.00 | 0.00 6000.00 |

| | | | | | | | |
|---|--------------------------------|------------------|--|-------------------------|-----|----------|---------------|
| 0022 | AON REED STENHOUSE INC. | | | | | | |
| 110713 | 21-Jul-2011 | | | Issued | 119 | C | 27078.00 |
| 3250000008402000 | 01-4-2500-000 | PAYABLES - TRADE | | | | 27078.00 | |
| Invoice Description --> PUBLIC ENTITY ENHANCED INSURANCE & BOILER & MACHINERY INSURANCE | | | | | | | |
| | | | | Total : | | 27078.00 | 0.00 27078.00 |
| | | | | Supplier Total : | | 27078.00 | 0.00 27078.00 |

| | | | | | | | |
|--|-----------------------------|------------------|--|-------------------------|-----|--------|-------------|
| 0336 | ARCPRINT AND IMAGING | | | | | | |
| 110667 | 14-Jul-2011 | | | Issued | 114 | C | 162.40 |
| N006790 | 01-4-2500-000 | PAYABLES - TRADE | | | | 162.40 | |
| Invoice Description --> PLOTTER SUPPLIES | | | | | | | |
| | | | | Total : | | 162.40 | 0.00 162.40 |
| | | | | Supplier Total : | | 162.40 | 0.00 162.40 |

| | | | | | | | |
|---|---------------------------------|------------------|--|-------------------------|-----|---------|--------------|
| 0556 | BARKLEY SOUND MANAGEMENT | | | | | | |
| 110716 | 21-Jul-2011 | | | Issued | 119 | C | 5600.00 |
| 2011-07 | 01-4-2500-000 | PAYABLES - TRADE | | | | 5600.00 | |
| Invoice Description --> SB MGMT & SECURITY JUNE 16 - JULY 15 2011 | | | | | | | |
| | | | | Total : | | 5600.00 | 0.00 5600.00 |
| | | | | Supplier Total : | | 5600.00 | 0.00 5600.00 |

0660 BC HYDRO

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



AP5100

Page : 3

Date : Aug 03, 2011

Time : 8:25 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount | |
|-------------------------|---|---------------------|-------------|--------|-------|----------|--------|----------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | |
| 110670 | 14-Jul-2011 | | Issued | 114 | C | 13236.55 | | |
| 109005268265 | 01-4-2500-000 | PAYABLES - TRADE | | | | 78.70 | | |
| | Invoice Description --> COUGAR SMITH PARK HYDRO | | | | | | | |
| 102005293824 | 01-4-2500-000 | PAYABLES - TRADE | | | | 114.37 | | |
| | Invoice Description --> LONG BEACH AIRPORT RENTAL HOUSE | | | | | | | |
| 109005273784 | 01-4-2500-000 | PAYABLES - TRADE | | | | 310.23 | | |
| | Invoice Description --> HYDRO - BAMFIELD PUMPHOUSE | | | | | | | |
| 103005272946 | 01-4-2500-000 | PAYABLES - TRADE | | | | 536.78 | | |
| | Invoice Description --> WCLF HYDRO | | | | | | | |
| 400001713033 | 01-4-2500-000 | PAYABLES - TRADE | | | | 5973.11 | | |
| | Invoice Description --> HYDRO - ALL SERVICES | | | | | | | |
| 400001678030 | 01-4-2500-000 | PAYABLES - TRADE | | | | 6223.36 | | |
| | Invoice Description --> HYDRO - ALL SERVICES | | | | | | | |
| Total : | | | | | | 13236.55 | 0.00 | 13236.55 |
| 110717 | 21-Jul-2011 | | Issued | 119 | C | 1.02 | | |
| 108005309482 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1.02 | | |
| | Invoice Description --> COUGAR SMITH PARK HYDRO | | | | | | | |
| Total : | | | | | | 1.02 | 0.00 | 1.02 |
| Supplier Total : | | | | | | 13237.57 | 0.00 | 13237.57 |
| 0998 | BC LIFE AND CASUALTY COMPANY | | | | | | | |
| 110655 | 07-Jul-2011 | | Issued | 113 | C | 1455.55 | | |
| BCLJULY11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1455.55 | | |
| | Invoice Description --> GROUP INSURANCE JULY 2011 | | | | | | | |
| Total : | | | | | | 1455.55 | 0.00 | 1455.55 |
| 110756 | 28-Jul-2011 | | Issued | 121 | C | 1455.55 | | |
| BCLAUG2011 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1455.55 | | |
| | Invoice Description --> GROUP INSURANCE AUGUST 2011 | | | | | | | |
| Total : | | | | | | 1455.55 | 0.00 | 1455.55 |
| Supplier Total : | | | | | | 2911.10 | 0.00 | 2911.10 |
| 0700 | BC TRANSIT | | | | | | | |
| 110653 | 07-Jul-2011 | | Issued | 113 | C | 11733.00 | | |
| 511602 | 01-4-2500-000 | PAYABLES - TRADE | | | | 11733.00 | | |
| | Invoice Description --> MAY CUSTOM TRANSIT | | | | | | | |
| Total : | | | | | | 11733.00 | 0.00 | 11733.00 |
| 110755 | 28-Jul-2011 | | Issued | 121 | C | 11431.00 | | |
| 611602 | 01-4-2500-000 | PAYABLES - TRADE | | | | 11431.00 | | |
| | Invoice Description --> JUNE CUSTOM TRANSIT | | | | | | | |
| Total : | | | | | | 11431.00 | 0.00 | 11431.00 |

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



AP5100

Page : 4

Date : Aug 03, 2011

Time : 8:25 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | | | | |
| Supplier Total : | | | | 23164.00 | 0.00 | 23164.00 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|------------------------------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 0735 | BEAVER CREEK COMMUNITY CLUB | | | | | |
| 110718 | 21-Jul-2011 | Issued | 119 | C | 50.00 | |
| JULY26/11BEAUAP | 01-4-2500-000 | PAYABLES - TRADE | | 50.00 | | |
| Invoice Description --> BEAUFORT APC JULY 26TH | | | | | | |
| Total : | | | | 50.00 | 0.00 | 50.00 |
| Supplier Total : | | | | 50.00 | 0.00 | 50.00 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|----------------------|---------------------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 0771 | BENNETT, TONY | | | | | |
| 110719 | 21-Jul-2011 | Issued | 119 | C | 1424.87 | |
| TBJUL13/11 | 01-4-2500-000 | PAYABLES - TRADE | | 256.01 | | |
| Invoice Description --> MEETING JULY 13, LESS CPP \$4.99 | | | | | | |
| T.BENNETT52095 | 01-4-2500-000 | PAYABLES - TRADE | | 433.20 | | |
| Invoice Description --> DIRECTORS SALARY LESS TAX-100 LESS CPP- 9.64 LESS BLUE CROSS- 186.83 | | | | | | |
| TBJULY4/11 | 01-4-2500-000 | PAYABLES - TRADE | | 735.66 | | |
| Invoice Description --> MEETINGS JUNE 22 TO JULY 4, LESS CPP \$15.34 | | | | | | |
| Total : | | | | 1424.87 | 0.00 | 1424.87 |
| Supplier Total : | | | | 1424.87 | 0.00 | 1424.87 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|---|---|---------------------|-------|-----------|-----------|-----------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 0791 | BERRY & VALE CONTRACTING LTD | | | | | |
| 110654 | 07-Jul-2011 | Issued | 113 | C | 107671.37 | |
| 561 | 01-4-2500-000 | PAYABLES - TRADE | | 40828.39 | | |
| Invoice Description --> WCLF JUNE CONTRACTOR & REFRIDGERANT REMOVAL | | | | | | |
| 562 | 01-4-2500-000 | PAYABLES - TRADE | | 66842.98 | | |
| Invoice Description --> AVLF JUNE CONTRACTOR & REFRIDGERANT REMOVAL | | | | | | |
| Total : | | | | 107671.37 | 0.00 | 107671.37 |
| Supplier Total : | | | | 107671.37 | 0.00 | 107671.37 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|-----------------------------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 0530 | BEST WESTERN BARCLAY HOTEL | | | | | |
| 110669 | 14-Jul-2011 | Issued | 114 | C | 570.51 | |
| 2011005000 | 01-4-2500-000 | PAYABLES - TRADE | | 570.51 | | |
| Invoice Description --> ALBERNI VALLEY HEALTH NETWORK RENTAL & LUNCH | | | | | | |
| Total : | | | | 570.51 | 0.00 | 570.51 |
| Supplier Total : | | | | 570.51 | 0.00 | 570.51 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount |
|--|-------------------------------|---------------------|-------|--------|--------|
| Chq/Ref # | Cheque Date | | | Debit | Credit |
| Invoice No. | Account No. | Account Description | | | |
| 0825 | BLACK PRESS GROUP LTD. | | | | |
| 110671 | 14-Jul-2011 | Issued | 114 | C | 436.88 |
| 31308481 | 01-4-2500-000 | PAYABLES - TRADE | | 436.88 | |
| Invoice Description --> ADVERTISING - CC OCP \$88.65, LOG TRAIN TRAIL \$ 212.76, FIRE SER CO-ORD \$88.65 | | | | | |

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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 |
|-------------------------|---------------|-------------|-------------|---------------------|-------|--------|--------|--------|--------|
| | | Invoice No. | Account No. | Account Description | | | | | |
| Total : | | | | | | | 436.88 | 0.00 | 436.88 |
| Supplier Total : | | | | | | | 436.88 | 0.00 | 436.88 |

| 0827 | | BLAKEY ELECTRIC | | | | | | | |
|-------------------------|---------------|--|--|--------|-----|---|----------|------|----------|
| 110720 | 21-Jul-2011 | | | Issued | 119 | C | | | 73511.00 |
| 91362 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 73511.00 | | |
| Invoice Description --> | | BCVFD - SUPPLY & INSTALL 150KW GENERATOR AT BCVFD HALL - PER QUOTE | | | | | | | |
| Total : | | | | | | | 73511.00 | 0.00 | 73511.00 |
| Supplier Total : | | | | | | | 73511.00 | 0.00 | 73511.00 |

| 0829 | | BLUE FROG MAINTENANCE SERVICES | | | | | | | |
|-------------------------|---------------|---|--|--------|-----|---|---------|------|---------|
| 110672 | 14-Jul-2011 | | | Issued | 114 | C | | | 6932.80 |
| INVOICE # 06P | 01-4-2500-000 | PAYABLES - TRADE | | | | | 1601.60 | | |
| Invoice Description --> | | SALMON BEACH PUMP & HAUL, SANI FIELD MAINT. | | | | | | | |
| INVOICE #7 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 5331.20 | | |
| Invoice Description --> | | SALMON BEACH GROUNDS MAINTENANCE | | | | | | | |
| Total : | | | | | | | 6932.80 | 0.00 | 6932.80 |
| Supplier Total : | | | | | | | 6932.80 | 0.00 | 6932.80 |

| 0842 | | BOUCHER, BOB | | | | | | | |
|-------------------------|---------------|------------------------|--|--------|-----|---|--------|------|--------|
| 110673 | 14-Jul-2011 | | | Issued | 114 | C | | | 500.00 |
| 372853 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 500.00 | | |
| Invoice Description --> | | LBA JUNE 2011 CLEANING | | | | | | | |
| Total : | | | | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | | | | 500.00 | 0.00 | 500.00 |

| 0950 | | BRETT, KENNETH | | | | | | | |
|-------------------------|---------------|------------------------------------|--|--------|-----|---|---------|------|---------|
| 110721 | 21-Jul-2011 | | | Issued | 119 | C | | | 1000.00 |
| BRE152092 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 1000.00 | | |
| Invoice Description --> | | ALBERNI VALLEY AIRPORT SUPERVISION | | | | | | | |
| Total : | | | | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | | | | 1000.00 | 0.00 | 1000.00 |

| 1030 | | BRYANT & COMPANY | | | | | | | |
|-------------------------|---------------|--|--|--------|-----|---|---------|------|---------|
| 110712 | 21-Jul-2011 | | | Issued | 118 | C | | | 1788.97 |
| MFA LEASE - BAMF | 01-4-2500-000 | PAYABLES - TRADE | | | | | 1788.97 | | |
| Invoice Description --> | | BAM. VOL FIRE DEPT BUILDING - MFA LEASE LEGAL FEES | | | | | | | |
| Total : | | | | | | | 1788.97 | 0.00 | 1788.97 |

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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-Fik

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|---|---|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | | |
| Supplier Total : | | | | | 1788.97 | 0.00 | 1788.97 |
| 0970 | BUDGET CAR AND TRUCK RENTAL | | | | | | |
| 110722 | 21-Jul-2011 | | Issued | 119 | C | 1140.22 | |
| 01825639 | 01-4-2500-000 | PAYABLES - TRADE | | | 1140.22 | | |
| Invoice Description --> | | TRAVEL EXPENSE FOR COW MEETING | | | | | |
| Total : | | | | | 1140.22 | 0.00 | 1140.22 |
| Supplier Total : | | | | | 1140.22 | 0.00 | 1140.22 |
| 0992 | BUILDING OFFICIALS ASSOCIATION OF B.C. | | | | | | |
| 110723 | 21-Jul-2011 | | Issued | 119 | C | 224.00 | |
| BOA-1762 | 01-4-2500-000 | PAYABLES - TRADE | | | 224.00 | | |
| Invoice Description --> | | BUILDING INSPECTOR EXAM FEE - ROB GAUDREULT | | | | | |
| Total : | | | | | 224.00 | 0.00 | 224.00 |
| Supplier Total : | | | | | 224.00 | 0.00 | 224.00 |
| 1058 | C. BOWNE ENTERPRISES | | | | | | |
| 110757 | 28-Jul-2011 | | Issued | 121 | C | 167.75 | |
| 7663 | 01-4-2500-000 | PAYABLES - TRADE | | | 55.55 | | |
| Invoice Description --> | | JANITORIAL SUPPLIES | | | | | |
| 7624 | 01-4-2500-000 | PAYABLES - TRADE | | | 112.20 | | |
| Invoice Description --> | | LONG BEACH AIRPORT JANITORIAL SUPPLIES | | | | | |
| Total : | | | | | 167.75 | 0.00 | 167.75 |
| Supplier Total : | | | | | 167.75 | 0.00 | 167.75 |
| 1344 | CHOPRA, HIRA | | | | | | |
| 110724 | 21-Jul-2011 | | Issued | 119 | C | 368.42 | |
| 198352097 | 01-4-2500-000 | PAYABLES - TRADE | | | 368.42 | | |
| Invoice Description --> | | DIRECTOR SALARY LESS TAX - 50.00 | | | | | |
| Total : | | | | | 368.42 | 0.00 | 368.42 |
| Supplier Total : | | | | | 368.42 | 0.00 | 368.42 |
| 1342 | CITY OF PORT ALBERNI | | | | | | |
| 110674 | 14-Jul-2011 | | Issued | 114 | C | 5411.92 | |
| FRR2011FIRE | 01-4-2500-000 | PAYABLES - TRADE | | | 5411.92 | | |
| Invoice Description --> | | FRANKLIN RIVER ROAD 2011 FIRE PROTECTION | | | | | |
| Total : | | | | | 5411.92 | 0.00 | 5411.92 |
| Supplier Total : | | | | | 5411.92 | 0.00 | 5411.92 |

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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 | | | | |
| 1382 | COAST CATERING COMPANY | | | | | | | |
| 110758 | 28-Jul-2011 | | Issued | 121 | C | 139.44 | 139.44 | |
| 34 | 01-4-2500-000 | PAYABLES - TRADE | | | | 139.44 | | |
| Invoice Description --> CHERRY CREEK APC MEALS | | | | | | | | |
| Total : | | | | | | 139.44 | 0.00 | 139.44 |
| Supplier Total : | | | | | | 139.44 | 0.00 | 139.44 |
| 1417 | COASTAL INVASIVE PLANT COMMITTEE | | | | | | | |
| 110725 | 21-Jul-2011 | | Issued | 119 | C | 1000.00 | 1000.00 | |
| CONTR. 2011 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1000.00 | | |
| Invoice Description --> CONTRIBUTION AS PASSED AT THE JULY 13 COW | | | | | | | | |
| Total : | | | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | | | 1000.00 | 0.00 | 1000.00 |
| 1434 | COLUMBIA ICE | | | | | | | |
| 110726 | 21-Jul-2011 | | Issued | 119 | C | 62.24 | 62.24 | |
| 972028/990094 | 01-4-2500-000 | PAYABLES - TRADE | | | | 62.24 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | | | |
| Total : | | | | | | 62.24 | 0.00 | 62.24 |
| Supplier Total : | | | | | | 62.24 | 0.00 | 62.24 |
| 4986 | CORIX WATER PRODUCTS LTD. | | | | | | | |
| 110698 | 14-Jul-2011 | | Issued | 114 | C | 3448.35 | 3448.35 | |
| 1011358365 | 01-4-2500-000 | PAYABLES - TRADE | | | | 551.39 | | |
| Invoice Description --> BAMFIELD WATER SUPPLIES | | | | | | | | |
| 1011356223 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1025.04 | | |
| Invoice Description --> BAMFIELD WATER SUPPLIES | | | | | | | | |
| 1011351191 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1871.92 | | |
| Invoice Description --> BAMFIELD WATER SUPPLIES | | | | | | | | |
| Total : | | | | | | 3448.35 | 0.00 | 3448.35 |
| Supplier Total : | | | | | | 3448.35 | 0.00 | 3448.35 |
| 1565 | COTE, PENNY | | | | | | | |
| 110727 | 21-Jul-2011 | | Issued | 119 | C | 361.17 | 361.17 | |
| PC152100 | 01-4-2500-000 | PAYABLES - TRADE | | | | 361.17 | | |
| Invoice Description --> DIRECTOR SALARY LESS TAX - \$ 75.00 LESS CPP - \$ 6.33 PBC - 186.83 | | | | | | | | |
| Total : | | | | | | 361.17 | 0.00 | 361.17 |
| Supplier Total : | | | | | | 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-Fik

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount |
|---------------------------------------|------------------|---------------------|-------------|--------|--------|--------|--------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | |
| 1650 | CUPE - LOCAL 118 | | | | | | |
| 110675 | 14-Jul-2011 | | | Issued | 114 | C | 966.97 |
| DUEJUNE11 | 01-4-2500-000 | PAYABLES - TRADE | 966.97 | | | | |
| Invoice Description -> JUNE 2011 DUES | | | | | | | |
| Total : | | | 966.97 | 0.00 | 966.97 | | |
| Supplier Total : | | | 966.97 | 0.00 | 966.97 | | |

| | | | | | | | |
|--|---------------------------|------------------|-------|--------|-------|---|-------|
| 1690 | DAY-TIMERS OF CANADA LTD. | | | | | | |
| 110728 | 21-Jul-2011 | | | Issued | 119 | C | 55.99 |
| 40972815 | 01-4-2500-000 | PAYABLES - TRADE | 55.99 | | | | |
| Invoice Description -> OFFICE SUPPLIES | | | | | | | |
| Total : | | | 55.99 | 0.00 | 55.99 | | |
| Supplier Total : | | | 55.99 | 0.00 | 55.99 | | |

| | | | | | | | |
|--|----------------------|------------------|----------|--------|----------|---|----------|
| 1709 | DEER BAY CONTRACTING | | | | | | |
| 110676 | 14-Jul-2011 | | | Issued | 114 | C | 17029.04 |
| 1494 | 01-4-2500-000 | PAYABLES - TRADE | 739.20 | | | | |
| Invoice Description -> SALMON BEACH - RECREATION | | | | | | | |
| 1493 | 01-4-2500-000 | PAYABLES - TRADE | 1138.48 | | | | |
| Invoice Description -> SALMON BEACH - SECURITY GATE INSTALL WORK | | | | | | | |
| 1491 | 01-4-2500-000 | PAYABLES - TRADE | 1164.80 | | | | |
| Invoice Description -> SALMON BEACH - TRANSPORTATION | | | | | | | |
| 1489 | 01-4-2500-000 | PAYABLES - TRADE | 1397.76 | | | | |
| Invoice Description -> SALMON BEACH - TRANSPORTATION | | | | | | | |
| 1472 | 01-4-2500-000 | PAYABLES - TRADE | 12588.80 | | | | |
| Invoice Description -> SALMON BEACH - TRANSPORTATION | | | | | | | |
| Total : | | | 17029.04 | 0.00 | 17029.04 | | |
| Supplier Total : | | | 17029.04 | 0.00 | 17029.04 | | |

| | | | | | | | |
|---|-------------------------|------------------|---------|--------|---------|---|---------|
| 4002 | DIGITAL POSTAGE ON CALL | | | | | | |
| 110774 | 28-Jul-2011 | | | Issued | 121 | C | 5600.00 |
| JULY26/11 | 01-4-2500-000 | PAYABLES - TRADE | 5600.00 | | | | |
| Invoice Description -> ACCOUNT 8000202700 - POSTAGE FOR BILLING | | | | | | | |
| Total : | | | 5600.00 | 0.00 | 5600.00 | | |
| Supplier Total : | | | 5600.00 | 0.00 | 5600.00 | | |

| | | | | | | | |
|--|----------------------|------------------|--------|--------|-----|---|--------|
| 1780 | DOLANS CONCRETE LTD. | | | | | | |
| 110677 | 14-Jul-2011 | | | Issued | 114 | C | 771.96 |
| 29913 | 01-4-2500-000 | PAYABLES - TRADE | 771.96 | | | | |
| Invoice Description -> SALMON BEACH - SECURITY GATE INSTAL | | | | | | | |

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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 | | | | | |
| Total : | | | | | | | 771.96 | 0.00 | 771.96 |
| Supplier Total : | | | | | | | 771.96 | 0.00 | 771.96 |

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | | |
|--|--------------------------|---------------------|-------------|--------|-------|--------|---------|------|---------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | | |
| 1795 | DUGAL SMITH & ASSOCIATES | | | | | | | | |
| 110678 | 14-Jul-2011 | | | Issued | 114 | C | 6300.00 | | |
| SLVFD REVIEW 2 | 01-4-2500-000 | PAYABLES - TRADE | 6300.00 | | | | | | |
| Invoice Description -> REVIEW OF SPROAT LAKE VOLUNTEER FIRE DEPARTMENT - PER CONTRACT - #2 | | | | | | | | | |
| Total : | | | | | | | 6300.00 | 0.00 | 6300.00 |
| Supplier Total : | | | | | | | 6300.00 | 0.00 | 6300.00 |

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | | |
|---|-----------------|---------------------|-------------|--------|-------|--------|--------|------|--------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | | |
| 1847 | DUPERE, JOHANNE | | | | | | | | |
| 110729 | 21-Jul-2011 | | | Issued | 119 | C | 200.00 | | |
| DUP152096 | 01-4-2500-000 | PAYABLES - TRADE | 200.00 | | | | | | |
| Invoice Description -> SPROAT PARKS CARETAKER | | | | | | | | | |
| Total : | | | | | | | 200.00 | 0.00 | 200.00 |
| Supplier Total : | | | | | | | 200.00 | 0.00 | 200.00 |

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | | |
|---------------------------------------|---------------|---------------------|-------------|--------|-------|--------|---------|------|---------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | | |
| 0940 | DUVALL, E. | | | | | | | | |
| 110708 | 20-Jul-2011 | | | Issued | 117 | C | 1400.00 | | |
| BRA125652101 | 01-4-2500-000 | PAYABLES - TRADE | 1400.00 | | | | | | |
| Invoice Description -> JANITORIAL EXP | | | | | | | | | |
| Total : | | | | | | | 1400.00 | 0.00 | 1400.00 |
| Supplier Total : | | | | | | | 1400.00 | 0.00 | 1400.00 |

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | | |
|---|----------------------------------|---------------------|-------------|--------|-------|--------|---------|------|---------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | | |
| 1890 | EBA ENGINEERING CONSULTANTS LTD. | | | | | | | | |
| 110759 | 28-Jul-2011 | | | Issued | 121 | C | 4623.38 | | |
| C-270563 | 01-4-2500-000 | PAYABLES - TRADE | 4623.38 | | | | | | |
| Invoice Description -> LBA SMS PHASE II PROJECT | | | | | | | | | |
| Total : | | | | | | | 4623.38 | 0.00 | 4623.38 |
| Supplier Total : | | | | | | | 4623.38 | 0.00 | 4623.38 |

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | | |
|--|-------------------|---------------------|-------------|--------|-------|--------|--------|------|--------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | | |
| 4915 | EDWARDS, PATRICIA | | | | | | | | |
| 110741 | 21-Jul-2011 | | | Issued | 119 | C | 406.14 | | |
| PEJUN15/11 | 01-4-2500-000 | PAYABLES - TRADE | 406.14 | | | | | | |
| Invoice Description -> MEETINGS JUNE 7 TO 15, LESS CPP \$13.86 | | | | | | | | | |
| Total : | | | | | | | 406.14 | 0.00 | 406.14 |

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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 | | | | | |
| Supplier Total : | | | | | | | 406.14 | 0.00 | 406.14 |

| | | | | | | | | | |
|--|-----------------------|------------------|--------|-----|---|-------|-------|------|-------|
| 1990 | EVITT ELECTRIC | | | | | | | | |
| 110679 | 14-Jul-2011 | | Issued | 114 | C | | 15.05 | | |
| 34770C | 01-4-2500-000 | PAYABLES - TRADE | | | | 15.05 | | | |
| Invoice Description --> LBA - KEYS FOR TERMINAL BUILDING | | | | | | | | | |
| Total : | | | | | | | 15.05 | 0.00 | 15.05 |
| Supplier Total : | | | | | | | 15.05 | 0.00 | 15.05 |

| | | | | | | | | | |
|--|---------------------|------------------|--------|-----|---|--------|--------|------|--------|
| 2081 | FRASER, JOHN | | | | | | | | |
| 110730 | 21-Jul-2011 | | Issued | 119 | C | | 516.07 | | |
| JF152098 | 01-4-2500-000 | PAYABLES - TRADE | | | | 516.07 | | | |
| Invoice Description --> DIRECTOR SALARY LESS CPP- 2.68 | | | | | | | | | |
| Total : | | | | | | | 516.07 | 0.00 | 516.07 |
| Supplier Total : | | | | | | | 516.07 | 0.00 | 516.07 |

| | | | | | | | | | |
|--|---------------------|------------------|--------|-----|---|-----------|-----------|------|-----------|
| 4156 | GENIVAR INC. | | | | | | | | |
| 110659 | 07-Jul-2011 | | Issued | 113 | C | | 118087.03 | | |
| 14645 | 01-4-2500-000 | PAYABLES - TRADE | | | | 118087.03 | | | |
| Invoice Description --> LBA - ACAP FUNDING DOCUMENT PREP & DETAILED DESIGN | | | | | | | | | |
| Total : | | | | | | | 118087.03 | 0.00 | 118087.03 |
| 110775 | 28-Jul-2011 | | Issued | 121 | C | | 14458.44 | | |
| 14744 | 01-4-2500-000 | PAYABLES - TRADE | | | | 14458.44 | | | |
| Invoice Description --> LBA - ACAP FUNDING DOCUMENT PREP & DETAILED DESIGN | | | | | | | | | |
| Total : | | | | | | | 14458.44 | 0.00 | 14458.44 |
| Supplier Total : | | | | | | | 132545.47 | 0.00 | 132545.47 |

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|---|------------------------|------------------|--------|-----|---|---------|--------|------|--------|
| 2300 | GRAND & TOY | | | | | | | | |
| 110680 | 14-Jul-2011 | | Issued | 114 | C | | 420.04 | | |
| C131229 | 01-4-2500-000 | PAYABLES - TRADE | | | | -163.03 | | | |
| Invoice Description --> CREDIT MEMO - PAPER RETURNED \$145.56 | | | | | | | | | |
| C164831 | 01-4-2500-000 | PAYABLES - TRADE | | | | 583.07 | | | |
| Invoice Description --> OFFICE SUPPLIES \$109.04, STATIONARY & TONER \$411.56 | | | | | | | | | |
| Total : | | | | | | | 420.04 | 0.00 | 420.04 |
| 110760 | 28-Jul-2011 | | Issued | 121 | C | | 140.74 | | |
| C209848 | 01-4-2500-000 | PAYABLES - TRADE | | | | 140.74 | | | |
| Invoice Description --> OFFICE SUPPLIES \$37.26, TONER \$77.05, SLMP \$11.35 | | | | | | | | | |
| Total : | | | | | | | 140.74 | 0.00 | 140.74 |

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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 | | | | | |
| Supplier Total : | | | | | | | 560.78 | 0.00 | 560.78 |
| 2490 | HOLLAND, KATHLEEN | | | | | | | | |
| 110681 | 14-Jul-2011 | | Issued | 114 | C | 500.00 | | 500.00 | |
| KHMLEJUN/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 500.00 | | | |
| Invoice Description -> SB MANAGER MILEAGE JUNE 2011 | | | | | | | | | |
| Total : | | | | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | | | | 500.00 | 0.00 | 500.00 |
| 2491 | HOLLAND KATHLEEN (PETTY CASH) | | | | | | | | |
| 110682 | 14-Jul-2011 | | Issued | 114 | C | 574.68 | | 574.68 | |
| PCJUNE30/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 574.68 | | | |
| Invoice Description -> SALMON BEACH - SECURITY \$431.92, TRANS \$47.79, REC \$58 | | | | | | | | | |
| Total : | | | | | | | 574.68 | 0.00 | 574.68 |
| Supplier Total : | | | | | | | 574.68 | 0.00 | 574.68 |
| 2560 | HOULE PRINTING | | | | | | | | |
| 110761 | 28-Jul-2011 | | Issued | 121 | C | 144.48 | | 144.48 | |
| 10288 | 01-4-2500-000 | PAYABLES - TRADE | | | | 144.48 | | | |
| Invoice Description -> SPROAT LAKE COMMUNITY NEWSLETTERS - SUMMER 2011 | | | | | | | | | |
| Total : | | | | | | | 144.48 | 0.00 | 144.48 |
| Supplier Total : | | | | | | | 144.48 | 0.00 | 144.48 |
| 2613 | ICON ELECTRICAL | | | | | | | | |
| 110683 | 14-Jul-2011 | | Issued | 114 | C | 1985.36 | | 1985.36 | |
| FRONT GATE | 01-4-2500-000 | PAYABLES - TRADE | | | | 1985.36 | | | |
| Invoice Description -> SALMON BEACH - SECURITY GATE ELECTRICAL INSTAL | | | | | | | | | |
| Total : | | | | | | | 1985.36 | 0.00 | 1985.36 |
| Supplier Total : | | | | | | | 1985.36 | 0.00 | 1985.36 |
| 2761 | ISLAND RADIO LTD. | | | | | | | | |
| 110763 | 28-Jul-2011 | | Issued | 121 | C | 291.20 | | 291.20 | |
| 142236 | 01-4-2500-000 | PAYABLES - TRADE | | | | 291.20 | | | |
| Invoice Description -> ADVERTISING - CHERRY CREEK OCP | | | | | | | | | |
| Total : | | | | | | | 291.20 | 0.00 | 291.20 |
| Supplier Total : | | | | | | | 291.20 | 0.00 | 291.20 |

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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 | | |
| 110731 | 21-Jul-2011 | | | Issued | 119 | C | 252.00 |
| 913819 | 01-4-2500-000 | PAYABLES - TRADE | | | | 252.00 | |
| Invoice Description -> SLMP - BOAT SEAT REBUILD | | | | | | | |
| Total : | | | | | | 252.00 | 0.00 252.00 |
| Supplier Total : | | | | | | 252.00 | 0.00 252.00 |

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|---|---------------------------------|------------------|--|--------|-----|-------|------------|
| 2785 | JACK'S EXCEL TIRE CENTRE | | | | | | |
| 110764 | 28-Jul-2011 | | | Issued | 121 | C | 89.49 |
| 97236 | 01-4-2500-000 | PAYABLES - TRADE | | | | 89.49 | |
| Invoice Description -> CHANGE OVER TIRES ON LIBERTY & YARIS | | | | | | | |
| Total : | | | | | | 89.49 | 0.00 89.49 |
| Supplier Total : | | | | | | 89.49 | 0.00 89.49 |

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|--|--------------------|------------------|--|--------|-----|--------|-------------|
| 2827 | JAL DESIGNS | | | | | | |
| 110684 | 14-Jul-2011 | | | Issued | 114 | C | 497.28 |
| 40491133 | 01-4-2500-000 | PAYABLES - TRADE | | | | 497.28 | |
| Invoice Description -> SLMP - T-SHIRTS, CAPS & JACKETS | | | | | | | |
| Total : | | | | | | 497.28 | 0.00 497.28 |
| Supplier Total : | | | | | | 497.28 | 0.00 497.28 |

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|---|--------------------------------------|------------------|--|--------|-----|---------|--------------|
| 2828 | JARDINE LLOYD THOMPSON CANADA | | | | | | |
| 110732 | 21-Jul-2011 | | | Issued | 119 | C | 2909.00 |
| BVFD - BOAT2011 | 01-4-2500-000 | PAYABLES - TRADE | | | | 2909.00 | |
| Invoice Description -> BAMFIELD FIRE BOAT INSURANCE | | | | | | | |
| Total : | | | | | | 2909.00 | 0.00 2909.00 |
| Supplier Total : | | | | | | 2909.00 | 0.00 2909.00 |

| | | | | | | | |
|--|--|------------------|--|--------|-----|---------|--------------|
| 2853 | KACKAAMIN FAMILY DEVELOPMENT CENTRE | | | | | | |
| 110765 | 28-Jul-2011 | | | Issued | 121 | C | 5000.00 |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | 5000.00 | |
| Invoice Description -> 2011 GRANT IN AID | | | | | | | |
| Total : | | | | | | 5000.00 | 0.00 5000.00 |
| Supplier Total : | | | | | | 5000.00 | 0.00 5000.00 |

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|---|--|------------------|--|--------|-----|--------|--------|
| 2877 | KOERS & ASSOCIATES ENGINEERING LTD. | | | | | | |
| 110733 | 21-Jul-2011 | | | Issued | 119 | C | 752.64 |
| 1126-003 | 01-4-2500-000 | PAYABLES - TRADE | | | | 752.64 | |
| Invoice Description -> BEAVER CREEK WATER INFRASTRUCTURE ASSESSMENT | | | | | | | |

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 752.64 | 0.00 | 752.64 |
| Supplier Total : | | | | 752.64 | 0.00 | 752.64 |

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|-------------------------|---------------------|----------------------------------|--------|--------|--------|--------|
| 2880 | KOKURA, MIKE | | | | | |
| 110734 | 21-Jul-2011 | | Issued | 119 | C | 529.33 |
| KOK152093 | 01-4-2500-000 | PAYABLES - TRADE | | | 529.33 | |
| Invoice Description --> | | DIRECTORS SALARY, LESS \$100 TAX | | | | |
| Total : | | | | 529.33 | 0.00 | 529.33 |
| Supplier Total : | | | | 529.33 | 0.00 | 529.33 |

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|-------------------------|-------------------------|------------------------------------|--------|--------|--------|--------|
| 2892 | L.A. MARINE LTD. | | | | | |
| 110686 | 14-Jul-2011 | | Issued | 114 | C | 403.03 |
| 9600 | 01-4-2500-000 | PAYABLES - TRADE | | | 403.03 | |
| Invoice Description --> | | SLMP - PFD MANNUAL INFLATION VESTS | | | | |
| Total : | | | | 403.03 | 0.00 | 403.03 |
| Supplier Total : | | | | 403.03 | 0.00 | 403.03 |

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|-------------------------|-------------------------------|-------------------------------|--------|--------|--------|--------|
| 2890 | L.B. WOODCHOPPERS LTD. | | | | | |
| 110685 | 14-Jul-2011 | | Issued | 114 | C | 189.26 |
| 126049 | 01-4-2500-000 | PAYABLES - TRADE | | | 189.26 | |
| Invoice Description --> | | BUILDING MAINTENANCE SUPPLIES | | | | |
| Total : | | | | 189.26 | 0.00 | 189.26 |
| Supplier Total : | | | | 189.26 | 0.00 | 189.26 |

| | | | | | | |
|-------------------------|----------------------------------|---|--------|---------|---------|---------|
| 0200 | LADY ROSE MARINE SERVICES | | | | | |
| 110666 | 14-Jul-2011 | | Issued | 114 | C | 1551.65 |
| LRJUNE/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 1551.65 | |
| Invoice Description --> | | BAMFIELD BINS \$1160 POSTAGE \$23, BWS 202.40 | | | | |
| Total : | | | | 1551.65 | 0.00 | 1551.65 |
| Supplier Total : | | | | 1551.65 | 0.00 | 1551.65 |

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|-------------------------|--|--|--------|-------|-------|-------|
| 3008 | LAND TITLE AND SURVEY AUTHORITY OF B.C. | | | | | |
| 110709 | 20-Jul-2011 | | Issued | 117 | C | 23.75 |
| DVF11003 | 01-4-2500-000 | PAYABLES - TRADE | | | 23.75 | |
| Invoice Description --> | | DEVELOPMENT VARIANCE PERMIT DVF11003 (DAVID & GAIL MORTON) | | | | |
| Total : | | | | 23.75 | 0.00 | 23.75 |

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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 | | | | |
| Supplier Total : | | | | 23.75 | 0.00 | 23.75 |

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|--|----------------------------------|------------------|-----|---------|------|---------|
| 3011 | LANDWORKS CONSULTANTS INC | | | | | |
| 110767 | 28-Jul-2011 | Issued | 121 | C | | 6119.20 |
| 11117 | 01-4-2500-000 | PAYABLES - TRADE | | 2136.94 | | |
| Invoice Description --> LB & AV AIRPORT ZONES PROJECT | | | | | | |
| 11118 | 01-4-2500-000 | PAYABLES - TRADE | | 3982.26 | | |
| Invoice Description --> RURAL OCP'S PROJECT - CHERRY CREEK | | | | | | |
| Total : | | | | 6119.20 | 0.00 | 6119.20 |
| Supplier Total : | | | | 6119.20 | 0.00 | 6119.20 |

| | | | | | | |
|------------------------------------|---|------------------|-----|--------|------|--------|
| 2887 | LEWKOWICH GEOTECHNICAL ENGINEERING LTD | | | | | |
| 110766 | 28-Jul-2011 | Issued | 121 | C | | 310.80 |
| 25699 | 01-4-2500-000 | PAYABLES - TRADE | | 310.80 | | |
| Invoice Description --> LBA PAVING | | | | | | |
| Total : | | | | 310.80 | 0.00 | 310.80 |
| Supplier Total : | | | | 310.80 | 0.00 | 310.80 |

| | | | | | | |
|---|----------------------------------|------------------|-----|--------|------|--------|
| 3621 | LYLE, SHELLI (PETTY CASH) | | | | | |
| 110788 | 28-Jul-2011 | Issued | 122 | C | | 193.45 |
| JUL28/11 | 01-4-2500-000 | PAYABLES - TRADE | | 193.45 | | |
| Invoice Description --> OFFICE \$98.86, BUILD TRAVEL \$20, JAN SUPPLY \$39.74, SLMP \$24.85, APC \$10 | | | | | | |
| Total : | | | | 193.45 | 0.00 | 193.45 |
| Supplier Total : | | | | 193.45 | 0.00 | 193.45 |

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|---|---|------------------|-----|--------|------|--------|
| 3247 | MATTHEWS STORE FIXTURES & SHELVING | | | | | |
| 110735 | 21-Jul-2011 | Issued | 119 | C | | 141.40 |
| 41875 | 01-4-2500-000 | PAYABLES - TRADE | | 141.40 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| Total : | | | | 141.40 | 0.00 | 141.40 |
| Supplier Total : | | | | 141.40 | 0.00 | 141.40 |

| | | | | | | |
|---|-------------------------|------------------|-----|---------|------|---------|
| 3272 | MCCONNELL, SHAWN | | | | | |
| 110656 | 07-Jul-2011 | Issued | 113 | C | | 2030.78 |
| 673295 | 01-4-2500-000 | PAYABLES - TRADE | | 787.58 | | |
| Invoice Description --> JUNE MILLSTREAM WATER CONTRACTOR | | | | | | |
| 673296 | 01-4-2500-000 | PAYABLES - TRADE | | 1243.20 | | |
| Invoice Description --> JUNE LBA WATER SYSTEM SUPERVISION | | | | | | |
| Total : | | | | 2030.78 | 0.00 | 2030.78 |

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 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 | | | | |
| Supplier Total : | | | | 2030.78 | 0.00 | 2030.78 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|-------------------------------|--------------------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 3273 | MCDUGALL'S LANDSCAPING | | | | | |
| 110687 | 14-Jul-2011 | Issued | 114 | C | 532.00 | |
| 1854 | 01-4-2500-000 | PAYABLES - TRADE | | 532.00 | | |
| Invoice Description --> | | APRIL TO JUNE 2011 LANDSCAPING | | | | |
| Total : | | | | 532.00 | 0.00 | 532.00 |
| Supplier Total : | | | | 532.00 | 0.00 | 532.00 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|--|--------------------------------------|-------|----------|----------|----------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| 3280 | MCGILL & ASSOCIATES ENGINEERING | | | | | |
| 110768 | 28-Jul-2011 | Issued | 121 | C | 27488.16 | |
| 13395 | 01-4-2500-000 | PAYABLES - TRADE | | 19.88 | | |
| Invoice Description --> | | AVLF - SEISMIC REPORTING | | | | |
| 13390 | 01-4-2500-000 | PAYABLES - TRADE | | 126.00 | | |
| Invoice Description --> | | BWS - UPDATING OF WATER SYSTEM PLANS | | | | |
| 13397 | 01-4-2500-000 | PAYABLES - TRADE | | 151.20 | | |
| Invoice Description --> | | SALMON BEACH HYDRO | | | | |
| 13398 | 01-4-2500-000 | PAYABLES - TRADE | | 231.00 | | |
| Invoice Description --> | | LBA PAVING | | | | |
| 13396 | 01-4-2500-000 | PAYABLES - TRADE | | 243.60 | | |
| Invoice Description --> | | HAROLD BISHOP FIREHALL WATER SERVICE | | | | |
| 13400 | 01-4-2500-000 | PAYABLES - TRADE | | 277.20 | | |
| Invoice Description --> | | PARKS CANADA WATERLINE RIGHT OF WAY | | | | |
| 13391 | 01-4-2500-000 | PAYABLES - TRADE | | 323.40 | | |
| Invoice Description --> | | AVLF GENERAL CONSULTING COSTS | | | | |
| 13402 | 01-4-2500-000 | PAYABLES - TRADE | | 411.60 | | |
| Invoice Description --> | | BWS - COAST GUARD FACILITY IMPACT | | | | |
| 13393 | 01-4-2500-000 | PAYABLES - TRADE | | 739.20 | | |
| Invoice Description --> | | LBA SEWER SYSTEM | | | | |
| 13401 | 01-4-2500-000 | PAYABLES - TRADE | | 953.40 | | |
| Invoice Description --> | | LBA SEWER SYSTEM | | | | |
| 13394 | 01-4-2500-000 | PAYABLES - TRADE | | 1159.20 | | |
| Invoice Description --> | | GENERAL CONSULTING COST | | | | |
| 13392 | 01-4-2500-000 | PAYABLES - TRADE | | 1182.72 | | |
| Invoice Description --> | | WCLF GENERAL CONSULTING COSTS | | | | |
| 13399 | 01-4-2500-000 | PAYABLES - TRADE | | 1208.93 | | |
| Invoice Description --> | | WCLF - OPERATIONS CONTRACT | | | | |
| 13405 | 01-4-2500-000 | PAYABLES - TRADE | | 1478.62 | | |
| Invoice Description --> | | AVLF - CONTOUR SURVEY SPROAT MAIN | | | | |
| 13403 | 01-4-2500-000 | PAYABLES - TRADE | | 4374.55 | | |
| Invoice Description --> | | LBA GROUNDWATER EVALUATION | | | | |
| 13404 | 01-4-2500-000 | PAYABLES - TRADE | | 14607.66 | | |
| Invoice Description --> | | LBA PAVING | | | | |
| Total : | | | | 27488.16 | 0.00 | 27488.16 |

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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 | Amount | |
| 3295 MCRAE, KEN | | | | | | | |
| 110736 | 21-Jul-2011 | | | Issued | 119 | C | 758.42 |
| KMJUN23/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 340.00 | |
| | | Invoice Description --> MEETINGS JUNE 7 TO 23 | | | | | |
| KEN MCRAE52105 | 01-4-2500-000 | PAYABLES - TRADE | | | | 418.42 | |
| | | Invoice Description --> DIRECTORS SALARY | | | | | |
| | | | | Total : | | 758.42 | 0.00 |
| | | | | Supplier Total : | | 27488.16 | 0.00 |
| | | | | | | | 27488.16 |
| 3505 MFA LEASING | | | | | | | |
| AUTO 52102 | 28-Jul-2011 | | | Issued | 116 | E | 2651.31 |
| SALBCH52102 | 01-4-2500-000 | PAYABLES - TRADE | | | | 2651.31 | |
| | | Invoice Description --> SALMON BEACH LEASE | | | | | |
| | | | | Total : | | 2651.31 | 0.00 |
| | | | | Supplier Total : | | 6896.24 | 0.00 |
| | | | | | | | 6896.24 |
| 3340 MINISTER OF FINANCE | | | | | | | |
| 110688 | 14-Jul-2011 | | | Issued | 114 | C | 1125.50 |
| MSPJULY11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1125.50 | |
| | | Invoice Description --> MSP PREMIUMS FOR JULY 2011 | | | | | |
| | | | | Total : | | 1125.50 | 0.00 |
| | | | | Supplier Total : | | 1125.50 | 0.00 |
| | | | | | | | 1125.50 |
| 3500 MUNICIPAL FINANCE AUTHORITY | | | | | | | |
| EFT-16 | 22-Jul-2011 | | | Issued | 124 | E | 500000.00 |
| SBPWRPAYDOWN | 01-4-2500-000 | PAYABLES - TRADE | | | | 500000.00 | |
| | | Invoice Description --> PAYDOWN OF SB POWER TEMP BORROWING | | | | | |
| | | | | Total : | | 500000.00 | 0.00 |
| | | | | Supplier Total : | | 500000.00 | 0.00 |
| | | | | | | | 500000.00 |
| 3490 MUNICIPAL PENSION PLAN | | | | | | | |
| EFT-16 | 22-Jul-2011 | | | Issued | 125 | E | 5741.49 |
| JUL10/11SUPER | 01-4-2500-000 | PAYABLES - TRADE | | | | 5741.49 | |

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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 | | | | |
| Invoice Description --> PP ENDING JULY 10 - SUPERANNUATION | | | | | | | | |
| Total : | | | | | | 5741.49 | 0.00 | 5741.49 |
| EFT-17 | 29-Jul-2011 | | Issued | 125 | E | 5817.51 | 5817.51 | |
| JUL24/11SUPER | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 5817.51 |
| Invoice Description --> PP ENDING JULY 24 - SUPERANNUATION | | | | | | | | |
| Total : | | | | | | 5817.51 | 0.00 | 5817.51 |
| Supplier Total : | | | | | | 11559.00 | 0.00 | 11559.00 |
| 3535 | MUSIC BY THE SEA | | | | | | | |
| 110769 | 28-Jul-2011 | | Issued | 121 | C | 2000.00 | 2000.00 | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 2000.00 |
| Invoice Description --> 2011 GRANT IN AID | | | | | | | | |
| Total : | | | | | | 2000.00 | 0.00 | 2000.00 |
| Supplier Total : | | | | | | 2000.00 | 0.00 | 2000.00 |
| 3551 | MYRES, LINDA | | | | | | | |
| 110657 | 07-Jul-2011 | | Issued | 113 | C | 1009.18 | 1009.18 | |
| LMJUN26/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 1009.18 |
| Invoice Description --> BAMFIELD EMERGENCY PROGRAM MEETING & TRAINING FOR COORDINATOR | | | | | | | | |
| Total : | | | | | | 1009.18 | 0.00 | 1009.18 |
| Supplier Total : | | | | | | 1009.18 | 0.00 | 1009.18 |
| 3640 | NORTH ISLAND FILM COMMISSION | | | | | | | |
| 110770 | 28-Jul-2011 | | Issued | 121 | C | 7500.00 | 7500.00 | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 7500.00 |
| Invoice Description --> 2011 GRANT IN AID | | | | | | | | |
| Total : | | | | | | 7500.00 | 0.00 | 7500.00 |
| Supplier Total : | | | | | | 7500.00 | 0.00 | 7500.00 |
| 3651 | NORTH ISLAND LABORATORIES | | | | | | | |
| 110689 | 14-Jul-2011 | | Issued | 114 | C | 1060.35 | 1060.35 | |
| 77162 | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 112.00 |
| Invoice Description --> SALMON BEACH WATER TESTING | | | | | | | | |
| 77178 | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 948.35 |
| Invoice Description --> COUGAR SMITH PARK - WATER TESTING | | | | | | | | |
| Total : | | | | | | 1060.35 | 0.00 | 1060.35 |
| 110771 | 28-Jul-2011 | | Issued | 121 | C | 28.00 | 28.00 | |
| 77367 | 01-4-2500-000 | PAYABLES - TRADE | | | | | | 28.00 |
| Invoice Description --> COUGAR SMITH PARK - WATER TESTING UV | | | | | | | | |

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 28.00 | 0.00 | 28.00 |
| Supplier Total : | | | | 1088.35 | 0.00 | 1088.35 |

| | | | | | | |
|-------------------------|-----------------------|---|--------|---------|--------|---------|
| 3697 | OCHMAN, STEFAN | | | | | |
| 110737 | 21-Jul-2011 | | Issued | 119 | C | 1360.41 |
| SO152099 | 01-4-2500-000 | PAYABLES - TRADE | | | 620.03 | |
| Invoice Description --> | | DIRECTOR SALARY LESS TAX \$ 100 LESS CPP- \$ 9.64 | | | | |
| SOJUL7/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 740.38 | |
| Invoice Description --> | | MEETINGS JUNE 22 TO JULY 7, LESS CPP \$19.62 | | | | |
| Total : | | | | 1360.41 | 0.00 | 1360.41 |
| Supplier Total : | | | | 1360.41 | 0.00 | 1360.41 |

| | | | | | | |
|-------------------------|---------------------------|----------------------|--------|---------|---------|---------|
| 3792 | PACIFIC BLUE CROSS | | | | | |
| 110658 | 07-Jul-2011 | | Issued | 113 | C | 4063.15 |
| PBCJUL11 | 01-4-2500-000 | PAYABLES - TRADE | | | 4063.15 | |
| Invoice Description --> | | JULY 2011 PREMIUMS | | | | |
| Total : | | | | 4063.15 | 0.00 | 4063.15 |
| 110773 | 28-Jul-2011 | | Issued | 121 | C | 4063.15 |
| PBCAUG11 | 01-4-2500-000 | PAYABLES - TRADE | | | 4063.15 | |
| Invoice Description --> | | AUGUST 2011 PREMIUMS | | | | |
| Total : | | | | 4063.15 | 0.00 | 4063.15 |
| Supplier Total : | | | | 8126.30 | 0.00 | 8126.30 |

| | | | | | | |
|-------------------------|--|-------------------|--------|----------|----------|----------|
| 3786 | PACIFIC RIM HEALTH SERVICES COOPERATIVE | | | | | |
| 110772 | 28-Jul-2011 | | Issued | 121 | C | 12000.00 |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | 12000.00 | |
| Invoice Description --> | | 2011 GRANT IN AID | | | | |
| Total : | | | | 12000.00 | 0.00 | 12000.00 |
| Supplier Total : | | | | 12000.00 | 0.00 | 12000.00 |

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|-------------------------|---------------------|------------------|--------|---------|---------|---------|
| 4010 | PETRO CANADA | | | | | |
| 110690 | 14-Jul-2011 | | Issued | 114 | C | 1061.36 |
| PCJUNE11 | 01-4-2500-000 | PAYABLES - TRADE | | | 1061.36 | |
| Invoice Description --> | | FUEL RD VEHICLES | | | | |
| Total : | | | | 1061.36 | 0.00 | 1061.36 |
| Supplier Total : | | | | 1061.36 | 0.00 | 1061.36 |

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 Status : All
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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 | | | |
| 110738 | 21-Jul-2011 | Issued | 119 | C | 30.80 | | |
| 45 | 01-4-2500-000 | PAYABLES - TRADE | | 30.80 | | | |
| Invoice Description --> | | HST FOR JULY 1 TO DEC 31, 2010 ON EFAP BENEFITS | | | | | |
| Total : | | | | 30.80 | 0.00 | 30.80 | |
| Supplier Total : | | | | 30.80 | 0.00 | 30.80 | |
| 4260 | PORT ALBERNI VICTIM SERVICES SOCIETY | | | | | | |
| 110778 | 28-Jul-2011 | Issued | 121 | C | 11000.00 | | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | 11000.00 | | | |
| Invoice Description --> | | 2011 GRANT IN AID | | | | | |
| Total : | | | | 11000.00 | 0.00 | 11000.00 | |
| Supplier Total : | | | | 11000.00 | 0.00 | 11000.00 | |
| 4115 | PRICE'S ALARM SYSTEM LTD | | | | | | |
| 110691 | 14-Jul-2011 | Issued | 114 | C | 517.44 | | |
| 1385164 | 01-4-2500-000 | PAYABLES - TRADE | | 235.20 | | | |
| Invoice Description --> | | AVLF SCALE SHACK ALARM MONITORING JULY - DEC 2011 | | | | | |
| 1385163 | 01-4-2500-000 | PAYABLES - TRADE | | 282.24 | | | |
| Invoice Description --> | | OFFICE ALARM MONITORING JULY - DEC 2011 | | | | | |
| Total : | | | | 517.44 | 0.00 | 517.44 | |
| Supplier Total : | | | | 517.44 | 0.00 | 517.44 | |
| 4180 | PUROLATOR COURIER SERVICE | | | | | | |
| 110692 | 14-Jul-2011 | Issued | 114 | C | 91.02 | | |
| 412805827 | 01-4-2500-000 | PAYABLES - TRADE | | 19.23 | | | |
| Invoice Description --> | | POSTAGE | | | | | |
| 412988525 | 01-4-2500-000 | PAYABLES - TRADE | | 28.23 | | | |
| Invoice Description --> | | POSTAGE | | | | | |
| 412898054 | 01-4-2500-000 | PAYABLES - TRADE | | 43.56 | | | |
| Invoice Description --> | | POSTAGE | | | | | |
| Total : | | | | 91.02 | 0.00 | 91.02 | |
| Supplier Total : | | | | 91.02 | 0.00 | 91.02 | |
| 4187 | QUALITY FOODS-PORT ALBERNI | | | | | | |
| 110776 | 28-Jul-2011 | Issued | 121 | C | 20.99 | | |
| 62 113905 | 01-4-2500-000 | PAYABLES - TRADE | | 20.99 | | | |
| Invoice Description --> | | SLMP - SUPPLIES | | | | | |
| Total : | | | | 20.99 | 0.00 | 20.99 | |

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 Status : All
 Medium :
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| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| Supplier Total : | | | | 20.99 | 0.00 | 20.99 |

| | | | | | | |
|--|--------------------------------|------------------|-----|---------|---------|---------|
| 4220 | RAYNER & BRACHT LTD | | | | | |
| 110693 | 14-Jul-2011 | Issued | 114 | C | 1993.60 | |
| 2011141 | 01-4-2500-000 | PAYABLES - TRADE | | 1993.60 | | |
| Invoice Description --> BAMFIELD BIN CHARGES | | | | | | |
| Total : | | | | 1993.60 | 0.00 | 1993.60 |
| Supplier Total : | | | | 1993.60 | 0.00 | 1993.60 |

| | | | | | | |
|--|--|------------------|-----|----------|----------|----------|
| 4218 | RAYNER BRACHT CONSTRUCTION INC. | | | | | |
| 110739 | 21-Jul-2011 | Issued | 119 | C | 23986.66 | |
| PC#3 - 2735 | 01-4-2500-000 | PAYABLES - TRADE | | 23986.66 | | |
| Invoice Description --> LONG BEACH AIRPORT PAVING - PAYMENT CERTIFICATE #3 | | | | | | |
| Total : | | | | 23986.66 | 0.00 | 23986.66 |
| 110777 | 28-Jul-2011 | Issued | 121 | C | 6468.00 | |
| 20849623 | 01-4-2500-000 | PAYABLES - TRADE | | 6468.00 | | |
| Invoice Description --> SALMON BEACH - PAVING ENTRANCE AROUND SECURITY GATE - CAPITAL. | | | | | | |
| Total : | | | | 6468.00 | 0.00 | 6468.00 |
| Supplier Total : | | | | 30454.66 | 0.00 | 30454.66 |

| | | | | | | |
|--|------------------------------------|------------------|-----|-------|-------|-------|
| 4281 | RECEIVER GENERAL FOR CANADA | | | | | |
| 110710 | 20-Jul-2011 | Issued | 117 | C | 50.00 | |
| SLMPBOATREG | 01-4-2500-000 | PAYABLES - TRADE | | 50.00 | | |
| Invoice Description --> SLMP BOAT REGISTRATION | | | | | | |
| Total : | | | | 50.00 | 0.00 | 50.00 |
| Supplier Total : | | | | 50.00 | 0.00 | 50.00 |

| | | | | | | |
|---|------------------------------------|------------------|-----|----------|----------|----------|
| 4280 | RECEIVER GENERAL FOR CANADA | | | | | |
| 110752 | 22-Jul-2011 | Issued | 120 | C | 12246.85 | |
| PD7A - JUL10/11 | 01-4-2500-000 | PAYABLES - TRADE | | 12246.85 | | |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING JULY 10, 2011 | | | | | | |
| Total : | | | | 12246.85 | 0.00 | 12246.85 |
| Supplier Total : | | | | 12246.85 | 0.00 | 12246.85 |

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|---|------------------------|------------------|-----|--------|--------|
| 4491 | ROMPRE, SUZANNE | | | | |
| 110779 | 28-Jul-2011 | Issued | 121 | C | 740.00 |
| JUL1-31/11 | 01-4-2500-000 | PAYABLES - TRADE | | 740.00 | |
| Invoice Description --> JULY BAMFIELD TRANSFER STATION CONTRACTOR | | | | | |

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

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Debit | Credit | Amount |
|-------------------------|--|---|-------------|--------|-------|--------|----------|--------|----------|
| Invoice No. | Account No. | Account Description | | | | | | | |
| Total : | | | | | | | 740.00 | 0.00 | 740.00 |
| Supplier Total : | | | | | | | 740.00 | 0.00 | 740.00 |
| 4503 | RUSSCHER, ERIC | | | | | | | | |
| 110740 | 21-Jul-2011 | | | Issued | 119 | C | | | 418.75 |
| ER450352104 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 418.75 | | |
| Invoice Description --> | | DIRECTOR'S SALARY LESS \$100 TAX | | | | | | | |
| Total : | | | | | | | 418.75 | 0.00 | 418.75 |
| Supplier Total : | | | | | | | 418.75 | 0.00 | 418.75 |
| 4725 | SOFTCHOICE CORPORATION | | | | | | | | |
| 110694 | 14-Jul-2011 | | | Issued | 114 | C | | | 44.31 |
| 2731105 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 20.99 | | |
| Invoice Description --> | | COMPUTER EXPENSE - AROBAT LICENSE HARD COPIES | | | | | | | |
| 2729784 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 23.32 | | |
| Invoice Description --> | | COMPUTER EXPENSE - AROBAT LICENSE HARD COPIES | | | | | | | |
| Total : | | | | | | | 44.31 | 0.00 | 44.31 |
| Supplier Total : | | | | | | | 44.31 | 0.00 | 44.31 |
| 4728 | SONBIRD REFUSE & RECYCLING LTD. | | | | | | | | |
| 110695 | 14-Jul-2011 | | | Issued | 114 | C | | | 19725.27 |
| 9967 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 19725.27 | | |
| Invoice Description --> | | JUNE WC GARBAGE & RECYCLING | | | | | | | |
| Total : | | | | | | | 19725.27 | 0.00 | 19725.27 |
| Supplier Total : | | | | | | | 19725.27 | 0.00 | 19725.27 |
| 4755 | SPECIAL OLYMPICS BC PORT ALBERNI | | | | | | | | |
| 110780 | 28-Jul-2011 | | | Issued | 121 | C | | | 3000.00 |
| 11G1A | 01-4-2500-000 | PAYABLES - TRADE | | | | | 3000.00 | | |
| Invoice Description --> | | 2011 GRANT IN AID | | | | | | | |
| Total : | | | | | | | 3000.00 | 0.00 | 3000.00 |
| Supplier Total : | | | | | | | 3000.00 | 0.00 | 3000.00 |
| 4845 | STAPLES BUSINESS DEPOT #321 | | | | | | | | |
| 110696 | 14-Jul-2011 | | | Issued | 114 | C | | | 23.51 |
| 1417955 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 23.51 | | |
| Invoice Description --> | | SLMP - BOAT SUPPLIES | | | | | | | |
| Total : | | | | | | | 23.51 | 0.00 | 23.51 |

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 Status : All
 Medium :

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Supplier Total : | | | | 23.51 | 0.00 | 23.51 |

| 4785 | STAPLES MCDANNOLD STEWART | | | | | | |
|----------------|---------------------------|------------------|--------|-----|---------|---------|---------|
| 110660 | 07-Jul-2011 | | Issued | 113 | C | 2771.10 | |
| 57383 | 01-4-2500-000 | PAYABLES - TRADE | | | 135.18 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57384 | 01-4-2500-000 | PAYABLES - TRADE | | | 681.18 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57386 | 01-4-2500-000 | PAYABLES - TRADE | | | 1954.74 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| Total : | | | | | 2771.10 | 0.00 | 2771.10 |

| | | | | | | | |
|----------------|-------------------------|------------------|--------|-----|---------|---------|---------|
| 110781 | 28-Jul-2011 | | Issued | 121 | C | 3440.30 | |
| 57750 | 01-4-2500-000 | PAYABLES - TRADE | | | 25.20 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57744 | 01-4-2500-000 | PAYABLES - TRADE | | | 75.60 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57745 | 01-4-2500-000 | PAYABLES - TRADE | | | 75.60 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57746 | 01-4-2500-000 | PAYABLES - TRADE | | | 101.36 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57747 | 01-4-2500-000 | PAYABLES - TRADE | | | 246.26 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57748 | 01-4-2500-000 | PAYABLES - TRADE | | | 277.89 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57743 | 01-4-2500-000 | PAYABLES - TRADE | | | 279.63 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| 57749 | 01-4-2500-000 | PAYABLES - TRADE | | | 2358.76 | | |
| | Invoice Description --> | LEGAL FEES | | | | | |
| Total : | | | | | 3440.30 | 0.00 | 3440.30 |

| | | | | | | |
|-------------------------|--|--|--|---------|------|---------|
| Supplier Total : | | | | 6211.40 | 0.00 | 6211.40 |
|-------------------------|--|--|--|---------|------|---------|

| 4875 | STRAWBERRY ISLE RESEARCH SOCIETY | | | | | | |
|----------------|----------------------------------|-------------------|--------|-----|---------|---------|---------|
| 110782 | 28-Jul-2011 | | Issued | 121 | C | 1000.00 | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | | |
| | Invoice Description --> | 2011 GRANT IN AID | | | | | |
| Total : | | | | | 1000.00 | 0.00 | 1000.00 |

| | | | | | | |
|-------------------------|--|--|--|---------|------|---------|
| Supplier Total : | | | | 1000.00 | 0.00 | 1000.00 |
|-------------------------|--|--|--|---------|------|---------|

| 4885 | SUN COAST WASTE SERVICES | | | | | |
|--------|--------------------------|----------------------------|--------|-----|----------|----------|
| 110783 | 28-Jul-2011 | | Issued | 121 | C | 23408.78 |
| 83306 | 01-4-2500-000 | PAYABLES - TRADE | | | 23408.78 | |
| | Invoice Description --> | JULY AV RECYCLING CONTRACT | | | | |

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 Batch No. : All

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|----------|--------|----------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| Total : | | | | 23408.78 | 0.00 | 23408.78 |
| Supplier Total : | | | | 23408.78 | 0.00 | 23408.78 |

| 4984 | TD VISA | | | | | | |
|-------------------------|---------------|---|--------|-----|--------|--------|--------|
| 110661 | 07-Jul-2011 | | Issued | 113 | C | 706.58 | |
| VISAJUNE6/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 706.58 | | |
| Invoice Description --> | | TRAVEL 591.88, PLANNING MEMBERSHIP 114.70 | | | | | |
| Total : | | | | | 706.58 | 0.00 | 706.58 |
| Supplier Total : | | | | | 706.58 | 0.00 | 706.58 |

| 4984 | TELUS | | | | | | |
|-------------------------|---------------|----------------------|--------|-----|--------|--------|--------|
| 110697 | 14-Jul-2011 | | Issued | 114 | C | 261.14 | |
| JUN7/11-1 | 01-4-2500-000 | PAYABLES - TRADE | | | 86.53 | | |
| Invoice Description --> | | AVRA WEATHER STATION | | | | | |
| JUN7/11-2 | 01-4-2500-000 | PAYABLES - TRADE | | | 86.53 | | |
| Invoice Description --> | | AVRA TELEPHONE | | | | | |
| JUN23/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 88.08 | | |
| Invoice Description --> | | AVRA TELEPHONE | | | | | |
| Total : | | | | | 261.14 | 0.00 | 261.14 |

| | | | | | | | |
|-------------------------|---------------|----------------------|--------|-----|---------|---------|---------|
| 110784 | 28-Jul-2011 | | Issued | 121 | C | 2400.03 | |
| JUL7/11-1 | 01-4-2500-000 | PAYABLES - TRADE | | | 87.60 | | |
| Invoice Description --> | | AVRA WEATHER STATION | | | | | |
| JUL7/11-2 | 01-4-2500-000 | PAYABLES - TRADE | | | 87.60 | | |
| Invoice Description --> | | AVRA TELEPHONE | | | | | |
| JUL7/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 2224.83 | | |
| Invoice Description --> | | RD TELEPHONES | | | | | |
| Total : | | | | | 2400.03 | 0.00 | 2400.03 |
| Supplier Total : | | | | | 2661.17 | 0.00 | 2661.17 |

| 4983 | TELUS MOBILITY (BC) | | | | | | |
|-------------------------|---------------------|-------------------------|--------|-----|--------|--------|--------|
| 110742 | 21-Jul-2011 | | Issued | 119 | C | 670.80 | |
| SBJUL/13/11 | 01-4-2500-000 | PAYABLES - TRADE | | | 208.54 | | |
| Invoice Description --> | | SALMON BEACH CELL PHONE | | | | | |
| 020322435126 | 01-4-2500-000 | PAYABLES - TRADE | | | 462.26 | | |
| Invoice Description --> | | RD CELLPHONES | | | | | |
| Total : | | | | | 670.80 | 0.00 | 670.80 |
| Supplier Total : | | | | | 670.80 | 0.00 | 670.80 |

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|--------|-------------|--|--------|-----|---|--------|
| 0479 | THE BRICK | | Issued | 113 | C | 480.48 |
| 110612 | 07-Jul-2011 | | | | | |

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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 | | | |
| 6221C10002001 | 01-4-2500-000 | PAYABLES - TRADE | | | | 480.48 | | |
| Invoice Description --> | | LBA RENTAL HOUSE FRIDGE | | | | | | |
| | | | | Total : | | 480.48 | 0.00 | 480.48 |
| | | | | Supplier Total : | | 480.48 | 0.00 | 480.48 |
| 2649 | THE INK SPOT | | | | | | | |
| 110762 | 28-Jul-2011 | | | Issued | 121 | C | 155.66 | |
| 7928 | 01-4-2500-000 | PAYABLES - TRADE | | | | 155.66 | | |
| Invoice Description --> | | OFFICE SUPPLIES - FILING DIVIDERS AND GUIDES | | | | | | |
| | | | | Total : | | 155.66 | 0.00 | 155.66 |
| | | | | Supplier Total : | | 155.66 | 0.00 | 155.66 |
| 5011 | THOMAS, JOHN | | | | | | | |
| 110745 | 21-Jul-2011 | | | Issued | 119 | C | 72.00 | |
| JTJUL6/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 72.00 | | |
| Invoice Description --> | | BWS - TRAVEL EXPENSE | | | | | | |
| | | | | Total : | | 72.00 | 0.00 | 72.00 |
| | | | | Supplier Total : | | 72.00 | 0.00 | 72.00 |
| 5001 | TIGERTEL COMMUNICATIONS INC. | | | | | | | |
| 110743 | 21-Jul-2011 | | | Issued | 119 | C | 39.64 | |
| 110621539101 | 01-4-2500-000 | PAYABLES - TRADE | | | | 39.64 | | |
| Invoice Description --> | | SLMP CALL IN SERVICE | | | | | | |
| | | | | Total : | | 39.64 | 0.00 | 39.64 |
| | | | | Supplier Total : | | 39.64 | 0.00 | 39.64 |
| 5010 | TIMES-COLONIST | | | | | | | |
| 110744 | 21-Jul-2011 | | | Issued | 119 | C | 262.40 | |
| SUB2011 | 01-4-2500-000 | PAYABLES - TRADE | | | | 262.40 | | |
| Invoice Description --> | | 2011 SUBSCRIPTION | | | | | | |
| | | | | Total : | | 262.40 | 0.00 | 262.40 |
| | | | | Supplier Total : | | 262.40 | 0.00 | 262.40 |
| 5065 | TORONTO DOMINION BANK | | | | | | | |
| EFT-14 | 04-Jul-2011 | | | Issued | 126 | E | 28417.51 | |
| JULY8/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 28417.51 | | |
| Invoice Description --> | | JULY 8 2011 PAYROLL | | | | | | |
| | | | | Total : | | 28417.51 | 0.00 | 28417.51 |

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Date : Aug 03, 2011

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Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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-Fik

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Debit | Credit | Amount |
|-------------------------|--------------------------------------|---------------|---|--------|-------|--------|----------|--------|----------|
| EFT-15 | | | 18-Jul-2011 | Issued | 126 | E | | | 32381.63 |
| JULY22/11 | | 01-4-2500-000 | | | | | 32381.63 | | |
| Invoice Description --> | | | JULY 22 2011 PAYROLL | | | | | | |
| Total : | | | | | | | 32381.63 | 0.00 | 32381.63 |
| 110746 | | | 21-Jul-2011 | Issued | 119 | C | | | 1167.27 |
| VISAJULY05/11 | | 01-4-2500-000 | | | | | 1167.27 | | |
| Invoice Description --> | | | TRAVEL \$700, SLMP \$324.13, OFFICE \$21.30 | | | | | | |
| Total : | | | | | | | 1167.27 | 0.00 | 1167.27 |
| Supplier Total : | | | | | | | 61966.41 | 0.00 | 61966.41 |
| 5069 | TOTAL DELIVERY SYSTEMS | | | | | | | | |
| 110699 | | | 14-Jul-2011 | Issued | 114 | C | | | 163.94 |
| 120292 | | 01-4-2500-000 | | | | | 163.94 | | |
| Invoice Description --> | | | POSTAGE \$129.68, SB WATER \$16.70 | | | | | | |
| Total : | | | | | | | 163.94 | 0.00 | 163.94 |
| 110747 | | | 21-Jul-2011 | Issued | 119 | C | | | 149.61 |
| 121127 | | 01-4-2500-000 | | | | | 149.61 | | |
| Invoice Description --> | | | POSTAGE \$95.41, SB WATER \$38.19 | | | | | | |
| Total : | | | | | | | 149.61 | 0.00 | 149.61 |
| Supplier Total : | | | | | | | 313.55 | 0.00 | 313.55 |
| 5114 | TRINEX INTERNET SOLUTIONS INC | | | | | | | | |
| 110700 | | | 14-Jul-2011 | Issued | 114 | C | | | 56.00 |
| 5261 | | 01-4-2500-000 | | | | | 56.00 | | |
| Invoice Description --> | | | WEB SITE UPDATES - RFP & TENDER NOTICES | | | | | | |
| Total : | | | | | | | 56.00 | 0.00 | 56.00 |
| 110748 | | | 21-Jul-2011 | Issued | 119 | C | | | 630.00 |
| 5269 | | 01-4-2500-000 | | | | | 630.00 | | |
| Invoice Description --> | | | JULY WEBSITE MAINTENANCE AND ANNUAL WEBSITE RENEWAL | | | | | | |
| Total : | | | | | | | 630.00 | 0.00 | 630.00 |
| Supplier Total : | | | | | | | 686.00 | 0.00 | 686.00 |
| 5186 | UCLUELET RENT-IT CENTER | | | | | | | | |
| 110701 | | | 14-Jul-2011 | Issued | 114 | C | | | 772.80 |
| 10598 | | 01-4-2500-000 | | | | | 772.80 | | |
| Invoice Description --> | | | SALMON BEACH GARBAGE | | | | | | |
| Total : | | | | | | | 772.80 | 0.00 | 772.80 |

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Date : Aug 03, 2011

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Supplier : 0001 To 9193
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 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount | | |
|-------------------------|--|---|-------------|--------|--------|--------|---------|------|---------|
| Invoice No. | Account No. | Account Description | | Debit | Credit | | | | |
| Supplier Total : | | | | | | | 772.80 | 0.00 | 772.80 |
| 5195 | UNISERVE COMMUNICATIONS CORPORATION | | | | | | | | |
| 110702 | 14-Jul-2011 | | | Issued | 114 | C | 23.81 | | |
| 20110628-502023 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 23.81 | | |
| Invoice Description --> | | JULY 2011 WCLF DIAL UP INTERNET SERVICE | | | | | | | |
| Total : | | | | | | | 23.81 | 0.00 | 23.81 |
| Supplier Total : | | | | | | | 23.81 | 0.00 | 23.81 |
| 5263 | VADIM SOFTWARE | | | | | | | | |
| 110749 | 21-Jul-2011 | | | Issued | 119 | C | 896.00 | | |
| I-VC05702 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 448.00 | | |
| Invoice Description --> | | HOSTING JULY 2011 | | | | | | | |
| I-VC05830 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 448.00 | | |
| Invoice Description --> | | HOSTING AUGUST 2011 | | | | | | | |
| Total : | | | | | | | 896.00 | 0.00 | 896.00 |
| Supplier Total : | | | | | | | 896.00 | 0.00 | 896.00 |
| 5278 | VANCOUVER ISLAND NEWSPAPER GROUP INC. | | | | | | | | |
| 110703 | 14-Jul-2011 | | | Issued | 114 | C | 1623.95 | | |
| 1286260 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 1623.95 | | |
| Invoice Description --> | | CC OCP \$164.64, AVRA \$89.52, LBA \$89.52, GEN \$507.76, LOG TRAIN \$399 | | | | | | | |
| Total : | | | | | | | 1623.95 | 0.00 | 1623.95 |
| Supplier Total : | | | | | | | 1623.95 | 0.00 | 1623.95 |
| 5340 | VECTOR YACHT SERVICES LTD | | | | | | | | |
| 110704 | 14-Jul-2011 | | | Issued | 114 | C | 2410.76 | | |
| 11220 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 2410.76 | | |
| Invoice Description --> | | SLMP - BOAT REPAIRS | | | | | | | |
| Total : | | | | | | | 2410.76 | 0.00 | 2410.76 |
| Supplier Total : | | | | | | | 2410.76 | 0.00 | 2410.76 |
| 5423 | WALCO INDUSTRIES LTD. | | | | | | | | |
| 110705 | 14-Jul-2011 | | | Issued | 114 | C | 551.04 | | |
| 14528 | 01-4-2500-000 | PAYABLES - TRADE | | | | | 551.04 | | |
| Invoice Description --> | | AVLF - ILLEGAL DUMPING CLEANUP - FISH WASTE NEAR FABER ROAD | | | | | | | |
| Total : | | | | | | | 551.04 | 0.00 | 551.04 |
| Supplier Total : | | | | | | | 551.04 | 0.00 | 551.04 |

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Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount | |
|-------------------------|--|---------------------|-------------|--------|-------|---------|--------|--|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | | |
| 5457 | WESCLEAN | | | | | | | |
| 110750 | 21-Jul-2011 | | Issued | 119 | C | | 475.41 | |
| 5724534 | 01-4-2500-000 | PAYABLES - TRADE | | | | -950.84 | | |
| | Invoice Description -> SPROAT LAKE PARKS SUPPLIES - CREDIT MEMO FOR RETURN | | | | | | | |
| 5721346 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1426.25 | | |
| | Invoice Description -> SPROAT LAKE PARKS SUPPLIES | | | | | | | |
| Total : | | | | | | | | |
| | | | | | | 475.41 | 0.00 | |
| Supplier Total : | | | | | | | | |
| | | | | | | 475.41 | 0.00 | |

| | | | | | | | | |
|-------------------------|--|------------------|--------|-----|---|----------|----------|--|
| 5468 | WEST COAST AQUATIC | | | | | | | |
| 110785 | 28-Jul-2011 | | Issued | 121 | C | | 16000.00 | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | 16000.00 | | |
| | Invoice Description -> 2011 GRANT IN AID | | | | | | | |
| Total : | | | | | | | | |
| | | | | | | 16000.00 | 0.00 | |
| Supplier Total : | | | | | | | | |
| | | | | | | 16000.00 | 0.00 | |

| | | | | | | | | |
|-------------------------|--|------------------|--------|-----|---|---------|---------|--|
| 5471 | WEST COAST INLAND SEARCH & RESCUE SOCIETY | | | | | | | |
| 110786 | 28-Jul-2011 | | Issued | 121 | C | | 6000.00 | |
| 11GIA | 01-4-2500-000 | PAYABLES - TRADE | | | | 6000.00 | | |
| | Invoice Description -> 2011 GRANT IN AID | | | | | | | |
| Total : | | | | | | | | |
| | | | | | | 6000.00 | 0.00 | |
| Supplier Total : | | | | | | | | |
| | | | | | | 6000.00 | 0.00 | |

| | | | | | | | | |
|-------------------------|--|------------------|--------|-----|---|--------|--------|--|
| 5481 | WESTCOAST HOME HARDWARE LTD | | | | | | | |
| 110787 | 28-Jul-2011 | | Issued | 121 | C | | 799.91 | |
| 58352 | 01-4-2500-000 | PAYABLES - TRADE | | | | 10.08 | | |
| | Invoice Description -> SLMP - BOAT SUPPLIES | | | | | | | |
| 58384 | 01-4-2500-000 | PAYABLES - TRADE | | | | 10.34 | | |
| | Invoice Description -> AV RECYCLING DEPOT SIGNS | | | | | | | |
| 58421 | 01-4-2500-000 | PAYABLES - TRADE | | | | 14.83 | | |
| | Invoice Description -> SL PARKS - GREAT CENTRAL LAKE RAMP SIGNS SUPPLIES | | | | | | | |
| 58330 | 01-4-2500-000 | PAYABLES - TRADE | | | | 27.15 | | |
| | Invoice Description -> SLMP SUPPLIES | | | | | | | |
| 58482 | 01-4-2500-000 | PAYABLES - TRADE | | | | 29.10 | | |
| | Invoice Description -> SLMP - GARBAGE BAGS | | | | | | | |
| 58357 | 01-4-2500-000 | PAYABLES - TRADE | | | | 708.41 | | |
| | Invoice Description -> LBA - RENTAL HOUSE REPAIR SUPPLIES | | | | | | | |
| Total : | | | | | | | | |
| | | | | | | 799.91 | 0.00 | |
| Supplier Total : | | | | | | | | |
| | | | | | | 799.91 | 0.00 | |

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Date : Aug 03, 2011

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Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2011 To 31-Jul-2011
 Cheque Date : 01-Jul-2011 To 31-Jul-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 | Amount |
|-------------------------|-----------------------------------|-------------------------------------|-------------|--------|--------|---------|---------|
| Invoice No. | Account No. | Account Description | | Debit | Credit | | |
| 5520 | WILSON, LORI | | | | | | |
| 110662 | 07-Jul-2011 | | | Issued | 113 | C | 72.00 |
| LWJUL5-6 | 01-4-2500-000 | PAYABLES - TRADE | | | | 72.00 | |
| Invoice Description --> | | BWS METER SURVEY TRAVEL EXPENSES | | | | | |
| Total : | | | | | | 72.00 | 0.00 |
| Supplier Total : | | | | | | 72.00 | 0.00 |
| 5537 | WINDSOR PLYWOOD | | | | | | |
| 110706 | 14-Jul-2011 | | | Issued | 114 | C | 269.32 |
| 47940A | 01-4-2500-000 | PAYABLES - TRADE | | | | 66.98 | |
| Invoice Description --> | | SALMON BEACH - SECURITY GATE INSTAL | | | | | |
| 46959A | 01-4-2500-000 | PAYABLES - TRADE | | | | 84.66 | |
| Invoice Description --> | | SALMON BEACH - SECURITY GATE INSTAL | | | | | |
| 48281A | 01-4-2500-000 | PAYABLES - TRADE | | | | 117.68 | |
| Invoice Description --> | | SALMON BEACH - SEWAGE | | | | | |
| Total : | | | | | | 269.32 | 0.00 |
| Supplier Total : | | | | | | 269.32 | 0.00 |
| 5620 | WORKSAFE BC | | | | | | |
| 110711 | 20-Jul-2011 | | | Issued | 117 | C | 3485.19 |
| 2NDQ2011 | 01-4-2500-000 | PAYABLES - TRADE | | | | 3485.19 | |
| Invoice Description --> | | 2ND QUARTER WCB | | | | | |
| Total : | | | | | | 3485.19 | 0.00 |
| Supplier Total : | | | | | | 3485.19 | 0.00 |
| 5700 | XPLORNET INTERNET SERVICES | | | | | | |
| 110707 | 14-Jul-2011 | | | Issued | 114 | C | 55.99 |
| I-5054685 | 01-4-2500-000 | PAYABLES - TRADE | | | | 55.99 | |
| Invoice Description --> | | LBA WIRELESS INTERNET JULY 2011 | | | | | |
| Total : | | | | | | 55.99 | 0.00 |
| Supplier Total : | | | | | | 55.99 | 0.00 |
| 6000 | ZOET, RICHARD | | | | | | |
| 110751 | 21-Jul-2011 | | | Issued | 119 | C | 2350.00 |
| RZOET52094 | 01-4-2500-000 | PAYABLES - TRADE | | | | 2350.00 | |
| Invoice Description --> | | BWS MAINTENANCE CONTRACT | | | | | |
| Total : | | | | | | 2350.00 | 0.00 |
| Supplier Total : | | | | | | 2350.00 | 0.00 |

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Date : Aug 03, 2011

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 Cheque Date : 01-Jul-2011 To 31-Jul-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 | |
| Total Computer Paid : | | 713,791.18 | Total EFT PAP : | | 579,254.38 | Total Paid : | 1,293,045.56 |
| Total Manually Paid : | | 0.00 | Total EFT File Transfer : | | 0.00 | | |