



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY JUNE 13, 2012, 1:30 pm

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

### AGENDA

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PAGE #

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

*(motion to approve, including late items)*

3. **INTRODUCTIONS**

a. Tanis Dagert, Alberni-Clayoquot Health Network Coordinator

b. Beaver Creek Improvement District Staff

- Brenda Sauve
- Bruce Forsyth
- Keith Looker
- Loreen Brown

4. **DECLARATIONS**

*(conflict of interest or gifts)*

5. **ADOPTION OF MINUTES**

a. Special Board of Directors Meeting – May 23, 2012

**1-2**

*THAT the minutes of the Special Board of Directors meeting held on May 23, 2012 be adopted.*

b. Board of Directors Meeting – May 23, 2012

**3-16**

*THAT the minutes of the Board of Directors meeting held on May 23, 2012 be adopted.*

c. Regional Fisheries Resource Committee Meeting – May 23, 2012

**17-22**

*THAT the minutes of the Regional Fisheries Resource Committee meeting held on May 23, 2012 be adopted.*

- d. Alberni-Clayoquot Health Network Administration Committee Meeting Notes – March 29, 2012 **23-26**

*THAT the meeting notes of the Alberni-Clayoquot Health Network Administration Committee meeting held on March 29, 2012 be adopted.*

## **6. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Ms. Susan Roth, Our Local Markets Request for Letter of Support. **27-34**

*THAT Ms. Susan Roth, Our Local Markets be invited to address the Regional District Board.*

- b. Mr. Greg Mollon, Mollon Tyler-Mollon - presentation of 2011 Audited Financial Statements for the Alberni-Clayoquot Regional District & Regional Hospital District. **35-70**

*THAT Mr. Greg Mollon, Mollon Tyler Mollon be invited to address the Regional District Board.*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2011 Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District as presented by Mollon Tyler-Mollon Chartered Accountants.*

- c. Mr. Zane Zbeetnoff, regarding Canadian Skyline Hotels Ltd. Rezoning Application in Area "C" for a 138 Unit Mobile Home Park

*THAT Mr. Zane Zbeetnoff be invited to address the Regional District Board.*

## **6. CORRESPONDENCE FOR ACTION**

- a. **REQUEST FOR RESOLUTION SUBMISSIONS** **71-72**  
UBCM , June 4, 2012, UBCM Resolutions – Submission & Debate

*(Board Direction requested)*

- b. **DONATION TO ACRD** **73-74**  
Arrowsmith Radical Runners, June 1, 2012, Request that donation to ACRD be used for the sole purpose of maintenance or improvements to the Log Train Trail

*THAT the Board of Directors of the Alberni-Clayoquot Regional District accept the donation an items, direct the Manager of Environmental Services to develop plans for an appropriate project for the funds and the Chair write a letter of thanks to the Arrowsmith Radical Runners.*

- c. **REQUEST FOR LETTERS OF SUPPORT** **75-76**  
AVICC, June 5, 2012, Reminder for letters of support for FortisBC's  
Common Rates, Amalgamation and Rate Design Application

*(Board Direction requested)*

**8. CORRESPONDENCE FOR INFORMATION**

- a. **MINISTRY OF JOBS, TOURISM AND INNOVATION** **77-78**  
Catalyst Paper Corporation
- b. **THOMPSON-NICOLA REGIONAL DISTRICT** **79-80**  
Annexation Impact Study
- c. **THE CORPORATION OF THE CITY OF VERNON** **81-82**  
Optional Refusal of Smart Meter Installation
- d. **TSUNAMI DEBRIS COORDINATING COMMITTEE** **83-86**  
Committee Update
- e. **MINISTRY OF ENVIRONMENT** **87-88**  
What to do if you find Tsunami Debris
- f. **UBCM**  
In The House – Legislative Update **89-92**  
Highlights of the May 16-18 Executive Meeting **93-98**
- g. **BC IDEAS** **99-104**  
Introduction to BC Ideas
- h. **ALBERNI VALLEY CHAMBER OF COMMERCE** **105-106**  
Thank You for Grant-In-Aid
- i. **CITY OF PORT ALBERNI TO TIMBERWEST, WESTERN FOREST  
PRODUCTS, ISLAND TIMBERLANDS** **107-110**  
Copies of letters China Creek Watershed
- j. **TIMBERWEST TO CITY OF PORT ALBERNI** **111-112**  
China Creek Watershed
- k. **PUBLIC SAFETY CANADA** **113-114**  
Elimination of JEPP Program
- l. **CITY OF BURNABY** **115-126**  
Provincial White Paper on a Modern Building Regulatory System and  
Certification of Building Officials
- m. **AVICC** **127-128**  
Copy of letter from AVICC to the Honourable Christy Clark regarding  
Catalyst Paper

- n. **PORT ALBERNI CENTENNIAL COMMITTEE** **129-130**  
Port Alberni Centennial Celebration Homecoming Weekend – August 3-6, 2012
- o. **POWELL RIVER REGIONAL DISTRICT** **131-132**  
Coastal Regional Chairs Next Actions

*THAT the Board of Directors receive correspondence for information a-o.*

**9. REQUEST FOR DECISIONS & BYLAWS**

- a. **ADMINISTRATIVE MEMO** **133-160**  
Finance Warrant No. 517

*THAT the Board of Directors approve Finance Warrant Number 517 in the amount of \$504,392.40 dated May 31, 2012.*

- b. **REQUEST FOR DECISION** **161-162**  
Cougar Smith Park Water Supply – Letter of Understanding

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a letter of understanding with Mr. Bob Jackson to access water from 9015 Faber Road to supply Cougar Smith Park, for a five (5) year term commencing June 14, 2012 and ending June 13, 2017 at the cost of \$60.00 per month to cover the hydro costs.*

- c. **REQUEST FOR DECISION** **163-164**  
Appointment of 2012 Auditor

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mollon Tyler-Mollon Chartered Accountants as the auditors for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District for the year ending December 31<sup>st</sup>, 2012.*

- d. **REQUEST FOR DECISION** **165-172**  
Appointments to the Salmon Beach Committee

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Salmon Beach Committee:*

- *Kel Roberts*
- *Jill Maibach*
- *Terry Graff*
- *Gina Skippen*
- *Len Jerritt*





- e. **RT11006, AV AIRPORT, 7400 AIRPORT ROAD** **273-278**  
Rezoning Application – Bylaws P1280 & P1281

*THAT Bylaw P1280, Regional District of Alberni-Clayoquot Official Zoning Text Amendment be adopted.*

*THAT Bylaw P1281, Regional District of Alberni-Clayoquot Official Zoning Atlas Amendment No. 652 be adopted.*

## **11. REPORTS**

### **11.1 STAFF REPORTS** **279-284**

- a. Staff Action Items Report – June 7, 2012

*THAT the Board of Directors receives the Staff Action Report for June 7, 2012.*

### **11.2 COMMITTEE REPORTS**

### **11.3 CHAIR REPORT** **285-286**

- a. May 2012

*THAT the Board of Directors receives the Chairpersons Report for May 2012.*

### **11.4 MEMBER REPORTS**

- a. RCMP Update
- b. 9-1-1 Corporation – J. Douglas
- c. Vancouver Island Regional Library - P. Cote
- d. Central West Coast Forest Society – T. Bennett
- e. Emergency Planning – P. Cote/M. Kokura/C. Solda
- f. Alberni Valley Chamber of Commerce – G. Wong
- g. Coastal Communities Network – T. Bennett
- h. West Island Woodlands Advisory Group – J. Jack
- i. Island Coastal Economic Trust – G. Wong
- j. Air Quality Council, Port Alberni – J. McNabb
- k. West Coast Aquatic Board – T. Bennett
- l. Association of Vancouver Island & Coastal Communities – C. Solda
- m. Beaver Creek Improvement District Conversion Committee – J. McNabb
- n. Other Reports

*THAT the Board of Directors receives the Member Reports.*

**12. UNFINISHED BUSINESS**

**13. LATE BUSINESS**

*(requires 2/3 majority vote)*

**14. QUESTION PERIOD**

**15. IN CAMERA**

*Motion to close the meeting to discuss matters relating to*

*i. Litigation or potential litigation affecting the Regional District*

**16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**17. ADJOURN**

**Next Board of Directors Meeting: Wednesday, June 27, 2012**



# Alberni-Clayoquot Regional District

## MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 23, 2012

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

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**DIRECTORS PRESENT:** Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)  
Cindy Solda, Vice-Chairperson, City of Port Alberni  
Eric Geall, Electoral Area "A" (Bamfield)  
Mike Kokura, Electoral Area "B" (Beaufort)  
Tony Bennett, Electoral Area "C" (Long Beach)  
Penny Cote, Electoral Area "D" (Sproat Lake)  
John McNabb, Electoral Area "E" (Beaver Creek)  
John Jack, Councillor, Huu-ay-aht First Nation  
John Douglas, Mayor, City of Port Alberni  
Perry Schmunk, Mayor, District of Tofino  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Wendy Thomson, Manager of Administrative Services  
Mike Irg, Manager of Planning and Development

1. **CALL TO ORDER**  
The meeting was called to order at 12:25 pm

2. **APPROVAL OF THE AGENDA**

*MOVED: Director Solda*  
*SECONDED: Director McNabb*

*THAT the agenda be approved.*

**CARRIED**

3. **MOTION TO CLOSE THE MEETING**

*MOVED: Director Geall*  
*SECONDED: Director McNabb*

*THAT the meeting be closed to the public at 12:26 pm to discuss matters relating to:*

- a. *Labour relations or employee negotiations; and,*
- b. *Discussion with Regional District officers and employees respecting Regional District objectives, measures and progress reports.*

**CARRIED**

**4. RE-OPEN THE MEETING TO THE PUBLIC**

The meeting was re-opened to the public at 3:27 pm.

**5. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the meeting be adjourned at 3:27 pm.*

**CARRIED**

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 23, 2012

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**DIRECTORS PRESENT:** Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)  
 Cindy Solda, Vice-Chairperson, City of Port Alberni  
 Eric Geall, Electoral Area "A" (Bamfield)  
 Mike Kokura, Electoral Area "B" (Beaufort)  
 Tony Bennett, Electoral Area "C" (Long Beach)  
 Penny Cote, Electoral Area "D" (Sproat Lake)  
 John McNabb, Electoral Area "E" (Beaver Creek)  
 John Jack, Councillor, Huu-ay-aht First Nation  
 John Douglas, Mayor, City of Port Alberni  
 Perry Schmunk, Mayor, District of Tofino  
 Bill Irving, Mayor, District of Ucluelet  
 Alan McCarthy, Member of Legislature, Yuułuʔiłʔatḥ Government

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
 Andy Daniel, Manager of Environmental Services  
 Teri Fong, Manager of Finance  
 Mike Irg, Manager of Planning and Development  
 Wendy Thomson, Manager of Administrative Services

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

*MOVED: Director Solda*  
*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated with the addition of the following late items; appointment to AV Community Stakeholders Initiative to End Homelessness and closure of Coast Guard Station, Ucluelet.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

a. Board of Directors Meeting – May 9, 2012

*MOVED: Director Kokura*  
*SECONDED: Director Geall*

*THAT the minutes of the Board of Directors meeting held on May 9, 2012 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence April 30, 2012 from Vancouver Island Health Authority regarding request to partner with VIHA to promote and protect Community Residents from tobacco and to support resolutions from UBCM regarding revisions to the Tobacco Control Act.**

*MOVED: Director Cote*  
*SECONDED: Director Irving*

*THAT the Board of Directors forward a letter to VIHA thanking them for the information on tobacco control and advise that the Regional District supports VIHA strengthening tobacco controls in the region.*

**CARRIED**

- b. **Correspondence May 8, 2012 from BC Hydro regarding invitation to attend consultation on the draft Integrated Resource Plan on Tuesday, June 19, 2012.**

*MOVED: Director Irving*  
*SECONDED: Director Cote*

*THAT this correspondence be received and Director Geall be authorized to attend BC Hydro's Public Consultation Session on June 19<sup>th</sup> in Campbell River.*

**CARRIED**

- c. **Correspondence May 7, 2012 from ICBC Public Engagement regarding invitation to attend ICBC Public Engagement.**

*MOVED: Director Kokura*  
*SECONDED: Director McNabb*

*THAT this correspondence be received.*

**CARRIED**

- d. **Correspondence April 23, 2012 from Alberni Environmental Coalition regarding a request for reimbursement for cost of telephone book recycling.**

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT the Board of Directors reimburse the Alberni Environmental Coalition for the telephone book recycling program in the amount of \$527.42.*

**CARRIED**

- e. **Correspondence May 18, 2012 from Centennial Committee regarding a request for waiving of tipping fees at the Alberni Valley Landfill on Saturday, June 9, 2012 from 12 noon to 5: 00 pm for a community wide clean up day.**

*MOVED: Director Kokura  
SECONDED: Director Solda*

*THAT the Board of Directors waive tipping fees at the Alberni Valley Landfill on Saturday, June 9, 2012 for a community wide clean up day in the Alberni Valley.*

**CARRIED**

- f. **Correspondence May 22, 2012 from Sonbird Refuse & Recycling Ltd. regarding a request for amendment – letter of credit.**

*MOVED: Director Irving  
SECONDED: Director Solda*

*THAT the Board of Directors approve an amendment to Sonbird Refuse & Recycling Ltd. letter of credit to \$33,000.00.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. Correspondence Jim Abram & Colin Palmer regarding Update on Coastal Ferry Act
- b. Correspondence BC Hydro regarding Commencement of Meter Exchanges in our Community
- c. Correspondence UBCM regarding RCMP Contract - Questions & Answers, regarding In The House
- d. Correspondence The Corporation Of The City Of New Westminster regarding Formation of a UBCM Railway Committee, regarding Expert Panel Review of Business Taxation, regarding Market Rental Housing Stock

- e. Correspondence SPARC BC regarding Access Awareness Day – June 2, 2012
- f. Correspondence Ministry Of Justice regarding BC Justice Regional Round Table Session Summary
- g. Correspondence Ahousaht Administration regarding Invitation to attend Grand Opening and Celebration of Solid Waste Transfer Station – May 24, 2012.

MOVED: Director Kokura

SECONDED: Director Jack

*THAT the Board of Directors receive a – g correspondence for information.*

**CARRIED**

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the Board of Directors forward a letter to the Ahousaht Administration congratulating them on the grand opening of their Solid Waste Transfer Station.*

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Alberni-Clayoquot Health Network Coordinator**

MOVED: Director Irving

SECONDED: Director Solda

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Alberni-Clayoquot Health Network Coordinator contract to Tanis Dagert for a one year term , with an option for a one year renewal, commencing June 1, 2012 in the amount of \$55,000.00 including HST, travel and expenses.*

**CARRIED**

- b. **Request for Decision regarding request for Endorsement of the Landfill Design, Operations and Closure Reports for the Alberni Valley and the West Coast Landfills**

MOVED: Director Irving

SECONDED: Director Solda

*THAT the Board of Directors of the Alberni-Clayoquot Regional District receive the Alberni Valley and West Coast Landfill Design, Operations and Closure Reports dated December 2010 and updated in February 2012, prepared by McGill &*

*Associates Engineering Ltd. and forward for endorsement by the West Coast and Alberni Valley Committees.*

**CARRIED**

**c. Administrative Memo regarding contract for LBA Supervisor Services**

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the Board of Directors of the Alberni-Clayoquot Regional District approve the contract agreement with Mark Fortune for Long Beach Airport Supervisor Services for a five month period at a rate of \$5,000 per month, with an additional 12% in lieu of benefits commencing mid June 2012.*

**CARRIED**

**d. Administrative Memo regarding approval of Lease of Tractor for the LBA.**

MOVED: Director Bennett

SECONDED: Director Schmunk

*THAT the Board of Directors of the Alberni-Clayoquot Regional District approve the lease to purchase through the Municipal Finance Authority of a Kubota M126XDTC tractor supplied by Island Tractor and Supply (1999) Ltd. at an annual cost of approximately \$18,500 per year for five years.*

**CARRIED**

**e. Request for Decision regarding Salmon Beach Wastewater System Review**

MOVED: Director Bennett

SECONDED: Director McNabb

*That the Board of Directors of the Alberni Clayoquot Regional District (ACRD) authorize staff to proceed with Option C - A new disposal field designed to accommodate a 25% to 50% increase in flows, including an equalization tank, pumps and control panel at an estimated cost of \$95,000 to \$111,000.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVC12002, CAMPBELL, 1109 FOURTH AVENUE  
Development Variance Application – Report**

MOVED: Director Bennett

*SECONDED: Director Kokura*

*THAT the Board of Directors pass a resolution to consider issuing the development variance application DVC12002, Campbell, 1109 Fourth Avenue, Salmon Beach.*

**CARRIED**

- b. RC10001, CANADIAN SKYLINE HOTELS LTD., BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**  
Rezoning Application – Report

*MOVED: Director Bennett*

*SECONDED: Director Solda*

*THAT the Board of Directors receive the staff report.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors is, at this time, disposed to denying Rezoning Application RC10001 and prior to doing so, the Board wishes to offer the applicant the opportunity to present their own case as to why this matter should not be denied.*

**CARRIED**

- c. DVE12001, MESIC/VON BRENDEL/DIROCCO, ARVAY ROAD**  
Development Variance Application – Memo & Permit

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors issue Development Variance Permit No. DVE12001.*

**CARRIED**

- d. RE12002, ANDERSON, 5722 MERSEY ROAD**  
Rezoning Application – Report & Bylaw P1294

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the Board of Directors receive the staff report and concur with the following recommendations:*

- i. Approval subject to confirmation that the property can meet the sewage disposal requirements for subdivision; and,*

ii. Meeting technical referral agency requirements.

**CARRIED**

MOVED: Director McNabb

SECONDED: Bennett

THAT Bylaw P1294, Official Zoning Atlas Amendment No. 657, be read a first time.

**CARRIED**

MOVED: Director McNabb

SECONDED: Director Cote

THAT the public hearing for Bylaw P1294 be delegated to the Director for Electoral Area "E", the Alternate Director, or the Chairperson of the Regional District.

**CARRIED**

e. **SE11013, CHASE, 6253 DRINKWATER ROAD**  
Minimum Parcel Frontage Waiver Request – Memo

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors grant the Minimum Parcel Frontage Waiver.

**CARRIED**

f. **RF08003, ALBERNI VALLEY CHAMBER OF COMMERCE, 2533 PORT ALBERNI HIGHWAY**  
Rezoning Application – Bylaws P1223 & P1224

MOVED: Director Wong

SECONDED: Director McNabb

THAT Bylaw P1223, Cherry Creek Official Community Plan Amendment, be adopted.

**CARRIED**

MOVED: Director Wong

SECONDED: Director McNabb

THAT Bylaw P1224, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be adopted.

**CARRIED**

- g. RF11008, MCLELLAN, 2787 ALBERNI HIGHWAY**  
Rezoning Application, Amendment to Bylaw P1292 – Memo & Bylaw P1292

*MOVED: Director Wong*  
*SECONDED: Director Kokura*

*THAT Bylaw P1292, Regional District of Alberni-Clayoquot Zoning Text Amendment, be amended.*

**CARRIED**

*MOVED: Wong*  
*SECONDED: Bennett*

*THAT Bylaw P1292, Regional District of Alberni-Clayoquot Zoning Text Amendment be read a second time as amended.*

**CARRIED**

## **10 REPORTS**

### **10.1 STAFF REPORTS**

- a. CAO Report – May 17, 2012
- b. Planning and Development Report – May 16, 2012
- c. Building Inspector's Report – April 2012
- d. Financial Manager Report – May 16, 2012
- e. Staff Action Items Report – May 16, 2012
- f. Financial Statements – April 30, 2012
- g. Environmental Services Department Report – May 17, 2012

*MOVED: Director Jack*  
*SECONDED: Director McNabb*

*THAT the Board of Directors receives the Staff Reports a to g.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. Fisheries Resource Committee – May 23, 2012  
Director Irving provided an update on the Committee meeting held earlier today.

*MOVED: Director Irving*  
*SECONDED: Director Bennett*

*THAT the verbal report on the Fisheries Resource Committee meeting be received and the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Fisheries and Oceans, Tseshah and Opitsah First Nations expressing the Regional District's congratulations on an early sockeye economic opportunity agreement and expressing the hope this might lead to a multi-year agreement that will benefit all communities.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Bennett

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Fisheries and Oceans requesting that consideration be given to implementing a log book program on all charter vessels and providing facilities and operators with regulations and educational materials explaining recent changes in DFO regulations regarding the halibut fishery.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Cote

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Fisheries and Oceans requesting that consideration be given to developing guiding principals that would allow different gear types the opportunity to take part in all fisheries in years of high abundance.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Bennett

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Fisheries and Oceans Canada requesting that an immediate review be taken of the results of the Pacific Salmon Treaty Mitigation Buy-back Program and its effectiveness in assigning the Area G troll fleet and the communities involved overcoming the negative aspects of changes to the Pacific Salmon Treaty.*

**CARRIED**

b. 2012 Advisory Planning Commission Appointments

i. Beaver Creek

MOVED: Director McNabb  
SECONDED: Director Bennett

*THAT the following individuals be appointed to the Beaver Creek Advisory Commission for a two year term: Gord Blakey, Dorothy Brooks, Susan Roth and Albert Irg.*

**CARRIED**

ii. Cherry Creek

MOVED: Director Wong  
SECONDED: Director McNabb

*THAT the following individuals be appointed to the Cherry Creek Advisory Commission for a two year term: Denis Francoeur, Carrie Smith, Mike Stini, Lindsay Rogers, Jamie McKinnon, and Markus Urner.*

**CARRIED**

iii. Beaufort

MOVED: Director Kokura  
SECONDED: Director Cote

*THAT the following individuals be appointed to the Beaufort Advisory Commission for a two year term: Gerard Budding, Ursula Budding, Ron Emblem, George Haack.*

**CARRIED**

iv. Sproat Lake

MOVED: Director Cote  
SECONDED: Director Bennett

*THAT the following individuals be appointed to the Sproat Lake Advisory Commission for a two year term: Dean Sept, Bob Maurice, Joe Van Bergen, Walter Konkin, Lianne Saunders, Gary Casavant, Roberta Jensen, Sandra Reid and Roger Loggin.*

**CARRIED**

### **10.3 CHAIR REPORT**

### **10.4 MEMBER REPORTS**

- a. RCMP Update – No Report
- b. 9-1-1 Corporation – J. Douglas – No Report
- c. Vancouver Island Regional Library - P. Cote

Director Cote reported on attended at a conference in Richmond last weekend – Funding for libraries was discussed and a resolution is going forward for consideration at the upcoming UBCM Convention.

- d. Central West Coast Forest Society – T. Bennett – No Report
- e. Emergency Planning – P. Cote/M. Kokura/C. Solda – No Report
- f. Alberni Valley Chamber of Commerce – G. Wong  
Director Wong reported on the upcoming luncheon on June 13<sup>th</sup>.  
Keynote will be John Tadich, Compliance Coal Corporation.
- g. Coastal Communities Network – T. Bennett – No Report
- h. West Island Woodlands Advisory Group – J. Jack - No Report
- i. Island Coastal Economic Trust – G. Wong – No Report
- j. Air Quality Council, Port Alberni – J. McNabb  
Director McNabb reported that Port Alberni City Council is moving forward on a bylaw dealing with wood smoke. A similar bylaw will be coming forward for consideration by the ACRD Board in the future.
- k. West Coast Aquatic Board – T. Bennett  
Director Bennett reported that the Board is moving forward on the Coastal Plan for adoption at the end of July.
- l. Clayoquot Biosphere Trust – No Report
- m. Association of Vancouver Island & Coastal Communities – C. Solda  
Director Solda reported on her recent teleconference meeting. She brought up the issues raised by Directors regarding Tsunami Debris and logging near watersheds. Other areas of concern for AVICC are oil spills, farming and transportation issues. AVICC are going to invite someone to come and speak about the watersheds and they are planning a tourism strategic meeting in the future. She reported that issues are across the island, not just here.
- n. Beaver Creek Improvement District Conversion Committee – J. McNabb  
Director McNabb reported that the date of conversion is approaching quickly. All ACRD departments have been involved in this conversion and the Regional District is on target for conversion June 1<sup>st</sup>.
- o. Other Reports  
Director Douglas reported that Catalyst Paper just had their vote and stakeholders have turned down the restructuring plan.  
Director Douglas reported on a Fish Farm issue the City is dealing with. Tainted fish from Clayoquot Sound area are being unloaded in Port Alberni with no communication.  
Mayor Douglas reported on attendance at Mayor's session in Penticton. A new incentive program for fleet conversion was announced. Director Irving added that the theme of the meeting was downloading on property taxes by senior governments. A press release has been

developing which states clearly on behalf of communities that this issue is a significant concern.

Director Jack left the meeting at 2:40 pm

Director Wong reported on his attendance at a Beaver Creek Improvement District meeting with representatives of Vancouver Island Health Authority. The Purpose of the meeting was to provide an update on conversion and find out what VIHA requires of ACRD. There was also a discussion regarding watersheds and what authority VIHA has. The VIHA reps are going to investigate this and report back to the ACRD.

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

- a. AV Community Stakeholders Initiative to End Homelessness

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the following be allowed for consideration as a late item: appointment to the AV Community Stakeholders Initiative to End Homelessness.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT Director McNabb be appointed to represent the Regional District on the Alberni Valley Community Stakeholders Initiative to End Homelessness Review Panel.*

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director Cote*

*THAT the following be allowed for consideration as a late item: forwarding a letter to Yellow Pages regarding recycling.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Solda

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to Board forward a letter to Yellow Pages with a copy of the invoice from the Alberni Valley Environmental Coalition for cost of phone book recycling request they be more diligent with recycling of phone books.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Solda

*THAT the following be allowed for consideration as a late item: forwarding a letter to the Minister of Fishers and Oceans Canada regarding the proposed closure of Coast Guard Station in Ucluelet.*

**CARRIED**

MOVED: Director Irving  
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District forward a letter to the Minister of Fisheries and Oceans with copies to the Coast Guard, West Coast Communities and AVICC expressing concerns with the announcement of proposed Coast Guard station closures with no consultation or no identified criteria for the closures.

**CARRIED**

**13. QUESTION PERIOD**

**14. ADJOURN**

MOVED: Director Kokura  
SECONDED: Director Solda

*THAT this meeting be adjourned at 2:57 pm.*

**CARRIED**

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer





# Alberni-Clayoquot Regional District

## MINUTES OF THE REGIONAL FISHERIES RESOURCE COMMITTEE MEETING MAY 23, 2012

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

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**ATTENDEES** Bill Irving, Chairperson, District of Ucluelet  
**PRESENT:** Tony Bennett, Electoral Area "C" (Long Beach)  
Penny Cote, Electoral Area "D" (Sproat Lake)  
Andrew Day, West Coast Aquatic  
Sheena Falconer, West Coast Aquatic  
Dennis Chalmers, Province of BC  
Bill Shaw, Fisheries and Oceans Canada

**REGRETS:** Glenn Wong, Electoral Area "F" (Cherry Creek)  
John Jack, Huu-ay-aht First Nation  
Don Hall, Nuu-chah-nulth Tribal Council

**STAFF PRESENT:** Robert Gunn, Contractor  
Tracy Bond, Secretary

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:05 a.m.

### 2. INTRODUCTIONS AND ORIENTATION

a. History of the Alberni-Clayoquot Regional District Fisheries Committee

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the document 'History of the Alberni-Clayoquot Regional District Fisheries Committee' be received and that Director Bennett, Councillor Dario Corlazzoli, District of Ucluelet and Mrs. Dianne St. Jacques be added to the list as Hake Allocation Committee representatives.*

**CARRIED**

b. Draft Terms of Reference – Fisheries Resource Committee

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Draft Terms of Reference be received for discussion and that the following changes be made with any other changes to be sent to Regional District staff and brought back to the next Fisheries Committee meeting.*

- i. Under Membership change Member from the Ministry of Environment to Member from Province*
- ii. Change Province to Ex-Officio Non-Voting Member*
- iii. Under Introduction add "and cultural" after socio economic*

**CARRIED**

3. **ADOPTION OF MINUTES**

- a. Alberni-Clayoquot Regional Fisheries Resource Committee Meeting – June 22, 2011

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Regional Fisheries Committee held on June 22, 2011 be received.*

**CARRIED**

4. **REPORTS**

- a. NTC Fishing Rights Negotiation & Legal Process

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Regional Fisheries Resource Committee recommend to the Alberni-Clayoquot Board of Directors that a letter be sent to the Minister of Fisheries and Oceans, Tseshaht, and Opitsaht expressing the Regional District's congratulations on an early Sockeye economic opportunity agreement and expressing the hope this might lead to a multi-year agreement that will benefit all communities.*

**CARRIED**

- b. Andrew Day, West Coast Aquatic Update  
Economic Development Initiative under the Mitigation Program

A. Day provided a verbal update on the economic development initiative under the mitigation program. The scoping report was completed at the

end of March this year. The report has been circulated to participants for comments and will then be sent to DFO. The decision on funds will come out of Ottawa and once it has A. Day will forward to Regional District staff.

- c. Bill Shaw, Department of Fisheries and Oceans  
Changes to Halibut Allocation

B. Shaw provided a verbal update on the changes to the Halibut Allocation. The Total Allowable Catch (TAC) for Canadian Recreational is 1,084,650 lbs and the Canadian Commercial TAC is 6,146,350 lbs. There has been a decline in the biomass but DFO is very hopeful there will be an increase in future. The recreational Halibut fishery will have a limit of one fish per day and 2 in possession. There will be a size limitation of one fish over 83 cm fork to nose length, and one under 83 cm. It is hoped that with these new measures the fishery can be extended into late September or early October but there are no guarantees. There was a discussion regarding the need for education and enforcement of the new measures, particularly with the recreation commercial sector.

*MOVED: Director Irving*  
*SECONDED: Director Bennett*

*THAT the Regional Fisheries Resource Committee recommend to the Alberni-Clayoquot Board of Directors that a letter be sent to the Minister of Fisheries and Oceans requesting that consideration be given to implementing a log book program on all charter vessels and providing facilities and operators with regulations and educational material that explain recent changes in DFO regulations regarding the halibut fishery.*

**CARRIED**

- d. Bill Shaw, Department of Fisheries and Oceans  
Overview of the Salmon Fishery for the Year

B. Shaw provided a verbal update on the Salmon Fishery. 2012 should be a good year for both the recreational fishery and the First Nations fishery in Port Alberni for both Sockeye and Coho. The Chinook returns are not expected to be strong, with the result that 2012 is not looking good for Area G Troll. First Nation Chinook opportunity fishery will commence after the Salmon Festival. Members briefly discussed what measures could be taken to allow the Area G Troll Fleet take advantage of extra ordinary Sockeye returns in years there are an over abundance of fish.

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Regional Fisheries Resource Committee recommend to the Alberni-Clayoquot Regional District Board of Directors that a letter be sent to the Minister of Fisheries and Oceans requesting that consideration be given to developing guiding principles that would allow different gear types the opportunity to take part in all fisheries in years of high abundance.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Fisheries Resource Committee recommend to the Alberni-Clayoquot Board of Directors that a letter be sent to the Minister of Fisheries and Oceans requesting that an immediate review be taken of the results of the Pacific Salmon Treaty Mitigation Buy-back Program and its effectiveness in assisting the Area G troll fleet and the communities involved overcome the negative aspects of changes to the Pacific Salmon Treaty.*

**CARRIED**

- e. Dennis Chalmers, Province of BC  
Update - Hake, Herring, Sardine Fisheries and BC Seafood Policy  
Discussion Paper

D. Chalmers provided an overview of the Hake fishery. The treaty with the US was ratified in 2011 which has resulted in changes. There are now the following in place: a Joint Management Board, a Scientific Assessment Panel and Advisory Board. Both Canadians and Americans sit on these. The Canadian Total Allowable Catch (TAC) for 2012 is down dramatically due to two factors. The number of fish is down; and due to the signed treaty the American fleet is now allowed a carry-over of any unused quota from the previous year. The TAC for Canada in 2012 is approximately 50,000 metric tonne plus the carry-over for a total of approximately 65,000 metric tonne, down from over 100,000 in 2011. There has been very little happening with the WCVI Herring fishery in the last five years. There may be more fish this year but probably not enough to allow a fishery. There is hope that this fishery may begin to rebound next year. The total allowable catch for Sardines this year is 27,279 metric tonne. This is up from last year. D. Chalmers spoke briefly on the BC Seafood Policy Discussion Paper. The Province will be updating its legislation. The Province is inviting comments on the Discussion Paper until July 7, 2012. Fisheries Committee members are requested to forward their comments to the Regional District and Robert Gunn will compile and forward to the Province. D. Chalmers advised that the

Province attended Seafood shows in China and Brussels this year and were well received. There will be a continued BC presence at these shows.

**10. ADJOURN**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT this meeting be adjourned at 11:50 am and that the outstanding items from this agenda to be added to the next meeting agenda*

**CARRIED**

Next Fisheries Committee Meeting:                      Wednesday, June 27, 2012

Certified Correct:

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Bill Irving,  
Chairperson





## **Alberni-Clayoquot Health Network Administration Committee Meeting**

### **Meeting Notes**

Notes from the meeting of the Alberni-Clayoquot Health Network Administration Group held on Thursday, March 29, 2012 in the Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC.

Present: Cindy Solda, Chair, Alberni-Clayoquot Regional Hospital District  
Glenn Wong, Chair, Alberni-Clayoquot Regional District  
Adriane Schroeder, VIHA, Primary Health Care Developer  
Ellen Brown, VIHA  
Alice Schoffer, Alberni Valley Social Planning Council  
Laurie Money, Alberni Valley Social Planning Council  
David Peterson, Ministry of Social Development  
Marcie DeWitt, Coastal Family Resource Centre  
Tracy Smyth, Alberni Children First  
Julie Rushton, Alberni Children First  
Kathy Waddell, Aboriginal ECD Table  
Patty Edwards, MLA Scott Fraser  
Esther Pace, VIHA,  
Eric Geall, Director of Bamfield  
Cathy Gislason, VIHA, Integrated Health Network  
Sandra Gentleman, VIHA  
Tracey Neuwirth,  
Dr. Paul Hasselback, VIHA  
Analisa Blake, VIHA  
Wendy Thomson, Alberni-Clayoquot Regional District  
Shelli Lyle, Alberni Clayoquot Regional District

1. The meeting was called to order at 10:00 a.m.
2. The meeting was co-chaired by Cindy Solda, Chairperson of the Alberni-Clayoquot Regional Hospital District and Glenn Wong, Chairperson of the Alberni-Clayoquot Regional District.

### Introductions

3. Introductions were conducted around the table.

### Approval of Meeting Notes

4. Moved by J. Rushton, seconded by A. Schoffer, "That the Agenda for the March 29, 2012 Alberni-Clayoquot Health Network Administration Committee Meeting be approved."

"Carried"

### Presentation

5. Dr. Hasselback provided an overview of the role of the Medical Health Officer under the Public Health Act S. 73 (2) and provided an overview of the Local Health Area Profile Alberni (70). He also discussed the role of Local Government under the Public Health Act. Dr. Hasselback answered questions from Directors and the Chairperson thanked him for the presentation.
6. T. Smyth, Make Children First, provided an overview of the Vancouver Island Early Years DATA Day. This was an attempt to start the conversation around data in the early years, 60 people attended representing 40 services. Essentially this was the beginning of sharing data around the early years. An Advisory Committee will release a report regarding the information gathered at the meeting, the gaps, the great activity that is happening and recommendations at the end of April.

### Protocol Agreement

7. A. Schroeder reviewed the draft protocol agreement document between VIHA and the ACRD. This document for LHA Local Health Area (70) will be taken to the ACRD Board for consideration and approval.

### Updates

8. Funding –C. Solda spoke about the news release "**VIHA Providing Regional Districts With One-Time Funding Grants For Homelessness Initiatives**". The Alberni-Clayoquot Regional District will receive \$300,000 for community homelessness and healthy community initiatives. Another \$505,000 for the ACHN to hire the Lead to achieve the goals of the Alberni-Clayoquot Health Planning Group. This money has very broad terms of implementation the only stipulations are for the purpose of homelessness and building healthy communities, it is up to the ACHN to determine what builds healthy communities.

9. Job Description –A. Schroeder reviewed the job description for the Health Network Lead. This would be a one year contract position with an extension option of one year. The posting will be offered through the Alberni-Clayoquot Regional District. The committee is looking for a very important skill set, must have broad community involvement, be able to manage data and research and meet the needs of both the West Coast and the Alberni Valley.
10. Hiring Committee – Russell Dyson, Alberni-Clayoquot Regional District, Wendy Thomson-Alberni-Clayoquot Regional District; Glenn Wong-Alberni-Clayoquot Chair, Cindy Solda-ACHN Chair & Alberni-Clayoquot Hospital District Chair, Rebecca Hurwitz-Clayoquot Biosphere Trust, Ester Pace-VIHA; Adriane Schroeder VIHA and Cathy Gislason, VIHA.

**Ongoing Business**

11. Early Years Working Group – do not need to form this group at this time.
12. Meetings of: Alberni Children First are the 2<sup>nd</sup> Monday of the month from 9:00-12:00 at Wood School; the Aboriginal EC Table the 2<sup>nd</sup> Thursday of the month at 1:00 at the Niiwa Center; and the West Coast Coalition the 1<sup>st</sup> Wednesday of the month from 10:00-12:30 at different locations each month.
13. The meeting adjourned at 11:50. The next meeting is Thursday, April 26 @ 10:00.



May 29, 2012

*Dear Board of Directors:*

*Below is our submission to a competition by Ashkola Changemakers called “BC Ideas: Solutions for Stronger Communities.” We are requesting a letter of support from you for the competition.*

*The following is Ashkola's assessment criteria for the competition:*

The best entries in the BC Ideas: Solutions for Stronger Communities competition will be those that best meet the following criteria:

•**Innovation:** Innovation is the most important criterion – if the idea or work is not innovative, the judges will not give it high rankings. The entry must describe how it strengthens BC communities in new and different ways. The solution does not have to be entirely new; instead it can have new approaches or strategies within it. It needs to show that it is tackling an issue in a way that is different than other initiatives in the field. The best entries will also describe the potential for large-scale replication.

•**Social Impact:** It is important that the idea or program results in measurable social impact in BC communities. Some entries will have proven success at a small level, while others may have engaged thousands of people in communities across the province. Some solutions will achieve their impact quickly, while some will slowly seed social change for the long term. For ideas that are entered, they must show how they intend to create and track social impact.

•**Sustainability:** For an idea or program to be truly effective, it must have a plan to exist and grow well into the future, a plan to sustain itself. Innovations will be judged on their long-term vision for increasing impact and creating lasting change. Entries should describe how they are currently financing their work, and how they plan to finance their work in the future. The most successful entrants go beyond discussing whether or not they will charge for services and describe a business plan. They should also demonstrate that they have strong partnerships and support networks to address ongoing needs, and to aid in scalability and maintenance of a clear financial strategy.

*More information may be found here: <http://www.changemakers.com/BCIdeas>*

*This is our submission:*

## **Innovation**

**Select the stage that best applies to your solution**

Start-Up (a pilot that has just begun operating)

**How long have you been in operation?**

Operating for less than a year

**Which of the following best describes the barrier(s) your solution addresses? Choose up to two**

Cost.

**The Need: Describe the need for your solution and the size and characteristics of the community(ies) your solution is engaging**

According to BC STATS (2010), in terms of health problems, Alberni-Clayoquot Regional District (ACRD) ranked the second “worst-off” region in the province. When it comes to economic hardship, ACRD is fourth from the bottom. This region is facing tough socio-economic problems.

People need to eat healthier food. Food that is grown locally is fresh and that means it tastes better and is more nutritious. Buying locally produced food improves health and is good for the local economy.

Many local farmers are facing tough economic times. They are good at growing food but often do not have the resources to market and distribute their products. Many food producers have expressed a need for affordable marketing and distribution.

**The Solution: What is your solution? Be specific!**

Our solution is to provide local farmers and food producers with affordable, high-impact marketing and distribution services.

Our solution offers the following benefits: It gives consumers access to fresh, nutritional, and tasty food; It supports local food producers; It retains local jobs; It benefits the local economy; It strongly encourages local trade; It increases awareness of locally grown food; It reduces food miles; and finally, selling direct offers room for better pricing.

Our business model would work in most any community as a for-profit venture, non-profit organization, social enterprise, or co-operative venture.

Revitalizing community economies by investing in local food is the first step towards taking more control of our future.

**The Model: Walk us through a specific example of how your solution makes a difference; include the primary activities involved in your solution.**

Our solution works much the same as a traditional farmer's market except almost all business would be conducted on the Internet -- it's an online farmer's market and distribution service.

Local food producers would showcase their products on our website, then once a sale is made, we would pick up the products directly from the food producer and deliver them fresh to the consumer. Essentially, we would be the marketing and distribution arm for food producers.

Food would be categorized on the website in the following manner: fruits and vegetables, cereals and grains, bakery, eggs, maple syrup, jams and jellies, honey, fresh herbs & spices, beef, poultry, pork, lamb, fish, and specialty food boxes. Products would also be categorized according to the farm where they were produced. Organic farming and other appealing farming practices would be emphasized. Products would also be categorized to meet different health concerns, e.g. gluten-free.

People are becoming more conscious of the environmental impacts of their purchases. We are committed to using Eco-friendly marketing and distribution practices. Bicycles would be used regularly to deliver free product samples and information about products directly to the consumer's home.

In-person contact through the delivery and marketing functions are essential for capturing consumer' attention, creating positive emotions, and building relationships and networks.

**The Marketplace: Who are your peers and competitors? Identify others working to address the same needs as you and indicate what sets you apart from them.**

Utilizing the Internet to market food is a relatively new idea. Two similar business models exist that serve the south end of Vancouver Island and both are focused on "certified organic food." Neither extend distribution to Central Vancouver Island. Our focus is different as it is placed on "locally grown and produced food" (hormone-free meat and non-GMO produce).

Our solution has a character similar to a traditional co-op approach. No other business offers Central Vancouver Island farmers and food producers an e-commerce website to market their products.

We will place a special focus on common health problems through specially designed food boxes, e.g. a box containing low-sugar fruit and vegetables to help manage diabetes. No other on-line market has this focus.

This Entry is about (Issues)

- Food
- Employment
- Green consumerism
- Income generation
- Marketing
- Sustainable agriculture

## Social Impact

**Founding Story: We want to hear about your "Aha!" moment. Share the story of where and when the founder(s) saw this solution's potential to change the world.**

About a year ago, I attended a community meeting to listen to the results of a study conducted on farming in the Alberni Valley. The study revealed a need for more affordable marketing and distribution. Traditional advertising in daily newspapers is becoming ineffective and the expense often does not match the return. More and more people are seeking information online making websites a more effective marketing tool. According to Statistics Canada, 84% of the households in British Columbia had access to the Internet in 2010.

**Please describe the goal of your initiative; outline what you are trying to achieve**

Our overall goal is to play a strong role in helping to build a healthy sustainable community. We're passionate about local food and believe that sustainable food production and offering a way for producers to maintain sustainable profit margins are important aspects of encouraging growth in the Alberni Valley's valuable food sector.

**What has been the impact of your solution to date?**

A healthy, growing business would be an indicator that our solution is working. This is only our second week in operation and we have 9 local food producers on board: 5 farmers (vegetables, cereal/grains, eggs, poultry, and beef), 2 artisan food producers (bread, sausage), 1 fish producer (First Nations wild sockeye salmon), and 1 non-profit organization (vegetables). We have not had enough time in business to measure the social impact.

**What is your projected impact over the next five years?**

Over the next five year, our business will continue to grow. As the business grows so will the need for farmers to increase production. As production increases so will the number of jobs in the community.

**What barriers might hinder the success of your project? How do you plan to overcome them?**

Our greatest barrier is financial – the start-up costs. It is expensive to build a proper e-commerce website (\$15,000 to \$20,000). Many consumers are looking for greener ways to make purchases and would more easily buy into our solution if the website was up and running. Our plan is to market products door to door until we have enough capital to complete the website.

**Winning entries present a strong plan for how they will achieve and track growth. Identify your six-month milestone for growing your impact**

Surpass the break-even point in our business.

Identify three major tasks you will have to complete to reach your six-month milestone

**Task 1**

Track monthly sales, consumer preferences, and individual stories. Make adjustments where needed.

**Task 2**

Add new markets making it possible to offer a wider variety of healthy food products.

**Task 3**

Educate the public and food producers about our solution.

**Now think bigger! Identify your 12-month impact milestone**

Local farmers and artisan food producers increase production to meet a higher demand.

Identify three major tasks you will have to complete to reach your 12-month milestone

**Task 1**

An easy-to-use professionally designed e-commerce website is up and running.

**Task 2**

The service area is expanded to include Tofino, Ucluelet, and Qualicum Beach.

**Sustainability****Tell us about your partnerships**

We are currently working on gaining letters of support from local government and non-profit organizations in the community. I will update this submission as they become available.

**Are you currently targeting other specific populations, locations, or markets for your solution? If so, where and why?**

Right now our focus is on the Alberni Valley. We plan to expand our target to neighbouring communities: Qualicum Beach (east coast), Tofino, and Ucluelet (west coast).

Qualicum Beach is a retirement town. Forty one percent of the population are sixty-four years old or older. This age group has a notable need for healthier food. Tofino is isolated. News reports indicate this town does not always have an adequate supply of fresh produce. Ucluelet is much the same as Tofino as it experiences problems maintaining an adequate fresh food supply.

**What type of operating environment and internal organizational factors make your innovation successful?**

We have low fixed and variable costs. The business is located outside of the City of Port Alberni's boundary therefore exempt from property business tax. Our store front will be in cyberspace.

Our website will be a cost-saving tool in streamlining processes, and a revenue-generating tool to support sales and marketing. Monthly fees for maintaining the website are around \$40.

*Sincerely*

*Susan E. Roth and Wayne Smith*

*Our Local Markets*

## New Business: "Our Local Markets"

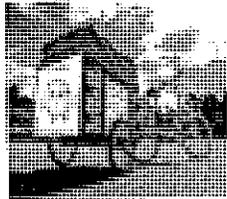
Without question, people need to eat healthier food and are rediscovering the benefits of buying local food to fill that need. Food that is grown locally is fresh and that means it tastes better and is more nutritious. Buying local food is also good for the economy because it helps farmers stay in business and retains local jobs.

Local farmers are good at growing food but often do not have the resources to market and distribute their products. Many farmers and artisan food producers in the Alberni Valley have expressed a need for affordable marketing and distribution services. Our new business, called "Our Local Markets (OLM)", would fulfill this need by providing them with affordable, high-impact marketing tools and a highly-efficient distribution service.

Our Local Markets works this way: Essentially, farmers and other food producers would showcase their products on OLM's website, then once a sale was made, OLM would pick up the product directly from them and deliver it fresh to the consumer. Orders would also be taken by phone.



The following locally-produced fresh products would be offered to consumers: fruits and vegetables, cereals and grains, bakery, eggs, maple syrup, jams and jellies, honey, fresh herbs & spices, beef, poultry, pork, lamb, and food boxes.



Marketing is key to OLM's success. A professionally-constructed e-commerce website would be OLM's primary marketing tool. OLM would also use pedal bikes to deliver free product samples and information about products and services directly to consumer. In-person contact through the delivery and marketing functions are essential for capturing consumer' attention, creating positive emotions, and building relationships and networks.

Utilizing the Internet to market farm-fresh produce and healthy food is a relatively new idea. Similar business models exist that serve the south end of Vancouver Island. Competition does not exist in Port Alberni, Qualicum Beach, Tofino, or Ucluelet.

Marketing would be aimed at the younger Millennium Generation, Generation X, Baby Boomers, and the Mature Market in the Alberni Valley, Qualicum Beach, Tofino, and Ucluelet. About 17,000 people live in the service areas in these age groups.

OLM would achieve a competitive advantage by placing a special focus on common health problems through specially designed food boxes, i.e. low sugar fruit and vegetable food box for diabetics. No other online market on Vancouver Island has this focus.

For more information contact Wayne Smith at 250-723-8988 or Susan Roth at 250-723-4245



# OurLocalMarkets.com

*"Bringing locally produced, healthy food to you"*



SIGN IN Getting Started English



Innovations Competitions Communities About

» Competitions » BC Ideas: Solutions for S...

Sub

**BC Ideas**

**Solutions for Stronger Communities**

113 days left to enter [enter an idea](#)  
 read nominations [email this to a friend](#)

**Competition News**

Welcome to a collaborative competition where social entrepreneurs enter their ideas and programs to gain funding and support. This competition seeks innovative solutions to health, social and environmental challenges facing BC communities today, and in the future.

Enter your idea or solution, or nominate an individual, organization, or partnership before the competition deadline on September 12, 2012.

Up to \$100,000 in investments will be awarded to top entries. Entrants will also have the opportunity to access additional investments following the competition.

Be sure to follow us on [Twitter](#) and [Facebook](#) to receive regular updates and to give us your feedback.

If you have any questions about BC Ideas or need assistance please contact April Duthell at [aduthell@changemakers.com](mailto:aduthell@changemakers.com)

**Competition Information**

[Competition News](#)  
[Welcome Letter](#)  
[Guidelines & Criteria](#)

**Competition Links**

**Page**

[Meet Our Partners](#)  
[Funding Opportunities](#)  
[Thought Leaders](#)

**BC Ideas Home**

|                    |                          |                    |               |             |                   |
|--------------------|--------------------------|--------------------|---------------|-------------|-------------------|
| 5/16/2012          | 6/20/2012                | 9/12/2012          | 10/19/2012    | 11/2/2012   | 11/7/2012         |
| Competition Launch | Early deadline for Ideas | Deadline for ideas | Voting Begins | Voting Ends | Winners Announced |

**Discussions Nominations**

Login to enter an idea.

| Title   | Contributor     | Location                            | Media/comments |
|---|-----------------|-------------------------------------|----------------|
| Eco-friendly Childrens Tableware Preview                | White-o-Coccoli | Canada                              |                |
| Boulevard Farms Preview                                 | Philip Be'er    | Canada, British Columbia, Vancouver |                |
| Supporting BC Youth as International Innovators Preview | susan bazilli   | Canada, British Columbia, Vancouver |                |
| SeedPeer Preview  | akillies        | Canada, British Columbia, Victoria  |                |
| Green Roads Preview                                     | susaniking      | Canada, British Columbia, Victoria  |                |
| Inner Activist Preview                                  | Ian Curtin      |                                     |                |



# Regional District of Alberni-Clayoquot

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# Mollon Tyler-Mollon

## CHARTERED ACCOUNTANTS

*Partners:*

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Erica Tyler-Mollon, C.A. ericatm@gmail.com

3945 Johnston Road  
Port Alberni, BC V9Y 5N4  
Phone 250-724-7302  
Fax 250-724-7305

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### INDEPENDENT AUDITORS' REPORT

The Chairperson and Directors of the Regional District of Alberni-Clayoquot,

#### **Report on Financial Statements**

We have audited the accompanying financial statements of the Regional District of Alberni-Clayoquot, which comprise the consolidated statement of financial position as at December 31, 2011, and the consolidated statements of operations, change in net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

**Basis for Qualified Opinion**

The Regional District of Alberni-Clayoquot operates landfill facilities of which the closure and post-closure liabilities are not susceptible to satisfactory audit verification and are carried on the statement of financial position at \$1,361,336. Accordingly, our verification of this liability was limited to the amounts recorded in the accounts of the district and we were not able to determine whether any adjustments might be necessary to certain liabilities, expenses, or surpluses.

**Qualified Opinion**

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of the Regional District of Alberni-Clayoquot as at December 31, 2011 and the results of its operations and cash flow for the year then ended in accordance with Public Sector Accounting Standards. As required by the Local Government Act (British Columbia), we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

---

CHARTERED ACCOUNTANTS

Port Alberni, BC  
DATE

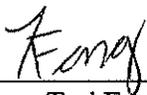
# Regional District of Alberni-Clayoquot

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2011

PAGE 1

|   | 2011                 | 2010                 |
|---|----------------------|----------------------|
| <b>FINANCIAL ASSETS</b>                                   |                      |                      |
| Cash and cash equivalents                                 | \$ 11,346,178        | \$ 10,666,096        |
| Accounts receivable (note 2)                              | 628,627              | 496,088              |
| Term receivables from municipalities (note 3)             | 8,831,780            | 7,358,057            |
| Municipal Finance Authority debt reserve deposit (note 4) | 573,117              | 481,966              |
| Inventories for resale                                    | <u>40,854</u>        | <u>18,906</u>        |
|   | <u>21,420,556</u>    | <u>19,021,113</u>    |
| <b>LIABILITIES</b>  |                      |                      |
| Accrued liabilities                                       | 484,476              | 739,222              |
| Deferred revenue  | 207,164              | 302,314              |
| Deposits (note 5)   | 161,705              | 221,993              |
| Short-term borrowing (note 6)                             | 38,000               | 1,364,500            |
| Landfill closure and post-closure liability (note 7)      | 1,361,336            | 1,241,336            |
| Municipal Finance Authority debt reserve (note 4)         | 573,117              | 481,966              |
| Obligations under capital leases (note 8)                 | 142,748              | 205,996              |
| Debenture debt (note 9) - Schedule 2                      | <u>9,771,580</u>     | <u>7,358,057</u>     |
|   | <u>12,740,126</u>    | <u>11,915,384</u>    |
| <b>NET FINANCIAL ASSETS</b>                               | <u>8,680,430</u>     | <u>7,105,729</u>     |
| <b>NON-FINANCIAL ASSETS</b>                               |                      |                      |
| Tangible capital assets (note 10) - Schedule 1            | 18,419,423           | 19,290,026           |
| Prepaid expenses  | <u>17,851</u>        | <u>10,221</u>        |
|   | <u>18,437,274</u>    | <u>19,300,247</u>    |
| <b>ACCUMULATED SURPLUS</b>                                | <u>\$ 27,117,704</u> | <u>\$ 26,405,976</u> |



Teri Fong, CGA  
Manager of Finance

# Regional District of Alberni-Clayoquot

CONSOLIDATED STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 2

|  | 2011<br>Actual       | 2011<br>Budget        | 2010<br>Actual       |
|--|----------------------|-----------------------|----------------------|
| <b>REVENUE</b>                               |                      |                       |                      |
| Tax requisitions                             | \$ 4,565,228         | \$ 4,271,975          | \$ 4,027,221         |
| Grants in lieu of taxes                      | 68,234               | 24,750                | 107,769              |
| Services provided to other governments       | 124,246              | 70,000                | 83,349               |
| Sales of services                            | 2,880,589            | 2,765,212             | 2,899,012            |
| Miscellaneous revenue                        | 951,551              | 212,924               | 872,591              |
| Government transfers                         |                      |                       |                      |
| Conditional                                  | 1,489,669            | 757,352               | 798,028              |
| Unconditional                                | <u>356,622</u>       | <u>120,000</u>        | <u>173,353</u>       |
|  | <u>10,436,139</u>    | <u>8,222,213</u>      | <u>8,961,323</u>     |
| <b>EXPENSES</b>                              |                      |                       |                      |
| General government services                  | 1,093,573            | 1,043,500             | 646,883              |
| Electoral area administration                | 87,360               | 2,254,539             | 77,614               |
| Management of development - rural            | 361,774              | 427,700               | 329,645              |
| Regional planning services                   | 102,457              | 115,300               | 113,679              |
| Building inspection service                  | 186,295              | 217,000               | 213,817              |
| Park services                                | 117,108              | 184,346               | 111,195              |
| Fire protection                              | 898,458              | 659,950               | 414,837              |
| Landfill services                            | 2,397,012            | 3,168,350             | 2,174,360            |
| AV water study                               | 12,285               | 13,591                | 22,964               |
| AV Tourism marketing                         | 87,754               | 80,000                | 80,551               |
| Custom transit                               | 414,063              | 450,327               | 401,605              |
| Airport services                             | 334,163              | 678,500               | 260,697              |
| Amortization of tangible capital assets      | 481,812              | -                     | 454,642              |
| Street lighting                              | 1,757                | 1,850                 | 1,728                |
| Emergency planning                           | 88,215               | 94,657                | 97,112               |
| E911 telephone service                       | 263,999              | 264,252               | 260,185              |
| Vancouver Island library service             | 338,844              | 338,845               | 334,263              |
| South Long Beach bike path                   | 3,500                | 3,600                 | 3,500                |
| Grant-in-aid                                 | 310,427              | 316,541               | 297,249              |
| Noise control                                | 3,026                | 6,000                 | 13,000               |
| Animal control                               | 944                  | 6,000                 | 200                  |
| Multi-purpose arena contribution             | 323,124              | 324,772               | 197,010              |
| Water systems                                | 128,825              | 190,841               | 123,398              |
| Salmon Beach                                 | 249,684              | 509,257               | 224,631              |
| Salmon Beach power grid transfer to BC Hydro | <u>1,437,952</u>     | <u>-</u>              | <u>-</u>             |
|  | <u>9,724,411</u>     | <u>11,349,718</u>     | <u>6,854,765</u>     |
| Annual surplus (deficit)                     | <u>\$ 711,728</u>    | <u>\$ (3,127,505)</u> | <u>\$ 2,106,558</u>  |
| Accumulated surplus at beginning of year     | \$ 26,405,976        | \$ 26,405,976         | \$ 24,225,539        |
| Prior period adjustment (note 11)            | -                    | -                     | 73,879               |
| Accumulated surplus, restated                | <u>26,405,976</u>    | <u>26,405,976</u>     | <u>24,299,418</u>    |
| Annual surplus (deficit)                     | <u>711,728</u>       | <u>(3,127,505)</u>    | <u>2,106,558</u>     |
| Accumulated surplus at end of year           | <u>\$ 27,117,704</u> | <u>\$ 23,278,471</u>  | <u>\$ 26,405,976</u> |

The accompanying notes are an integral part of these statements

# Regional District of Alberni-Clayoquot

CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 3

|  | 2011<br>Actual      | 2011<br>Budget        | 2010<br>Actual      |
|--|---------------------|-----------------------|---------------------|
| Annual surplus (deficit)                           | \$ <u>711,728</u>   | \$ <u>(3,127,505)</u> | \$ <u>2,106,558</u> |
| Acquisition of tangible capital assets             | (1,049,162)         | -                     | (2,421,845)         |
| Amortization of tangible capital assets            | 481,812             | -                     | 454,642             |
| Loss on disposition of tangible capital assets     | 1,437,952           | -                     | 3,695               |
| Proceeds on disposition of tangible capital assets | -                   | -                     | 9,000               |
| Acquisition of prepaid expenses                    | <u>(7,629)</u>      | <u>-</u>              | <u>(3,256)</u>      |
|  | <u>862,973</u>      | <u>-</u>              | <u>(1,957,764)</u>  |
| Change in net financial assets (net debt)          | 1,574,701           | (3,127,505)           | 148,794             |
| Net financial assets at beginning of year          | <u>7,105,729</u>    | <u>7,105,729</u>      | <u>6,956,935</u>    |
| Net financial assets (net debt) at end of year     | <u>\$ 8,680,430</u> | <u>\$ 3,978,224</u>   | <u>\$ 7,105,729</u> |

# Regional District of Alberni-Clayoquot

CONSOLIDATED STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 4

|   | 2011                               | 2010                               |
|---|------------------------------------|------------------------------------|
| <b>OPERATING ACTIVITIES</b>                                 |                                    |                                    |
| Annual surplus (note 12)                                    | \$ 711,728                         | \$ 2,106,558                       |
| Amortization  | 481,812                            | 454,642                            |
| Loss on disposition of tangible capital asset               | -                                  | 3,695                              |
| Salmon Beach power grid transfer to BC Hydro                | (1,437,952)                        | -                                  |
| BVFD consolidation  | (73,879)                           | 73,880                             |
| Net change in non cash working capital                      | <u>(452,302)</u>                   | <u>497,463</u>                     |
|   | <u>(770,593)</u>                   | <u>3,136,238</u>                   |
| <b>FINANCING ACTIVITIES</b>                                 |                                    |                                    |
| Actuarial adjustment to long term debt                      | -                                  | (178,442)                          |
| Actuarial adjustment to municipal portion of long term debt | (114,874)                          | (97,875)                           |
| Decrease in term receivables from municipalities            | -                                  | 454,938                            |
| Increase in term receivables from municipalities            | 1,473,723                          | -                                  |
| Repayment of long term debt principal                       | -                                  | (45,364)                           |
| Proceeds from long term debt                                | 939,800                            | -                                  |
| Repayment of municipal portion of long term debt principal  | (357,064)                          | (357,063)                          |
| Proceeds from municipal portion of long term debt           | 1,948,000                          | -                                  |
| Repayment of capital leases                                 | (63,248)                           | (58,226)                           |
| Repayment of short term borrowing                           | (1,326,500)                        | (26,500)                           |
| Increase in short term borrowing                            | <u>-</u>                           | <u>1,275,000</u>                   |
|   | <u>2,499,837</u>                   | <u>966,468</u>                     |
| <b>INVESTING ACTIVITIES</b>                                 |                                    |                                    |
| Purchase of capital assets                                  | (1,049,162)                        | (2,421,844)                        |
| Proceeds from disposition of tangible capital asset         | <u>-</u>                           | <u>9,000</u>                       |
|   | <u>(1,049,162)</u>                 | <u>(2,412,844)</u>                 |
| <b>INCREASE IN CASH AND CASH EQUIVALENTS</b>                | <b>680,082</b>                     | <b>1,689,862</b>                   |
| <b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>         | <u><b>10,666,096</b></u>           | <u><b>8,976,234</b></u>            |
| <b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>               | <u><u><b>\$ 11,346,178</b></u></u> | <u><u><b>\$ 10,666,096</b></u></u> |
| <b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>               |                                    |                                    |
| Term deposits   | \$ 5,000                           | \$ 5,000                           |
| Bank balances   | <u>11,341,178</u>                  | <u>10,661,096</u>                  |
|   | <u><u><b>\$ 11,346,178</b></u></u> | <u><u><b>\$ 10,666,096</b></u></u> |

# Regional District of Alberni-Clayoquot

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 5

## BASIS OF PRESENTATION

The consolidated financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. The consolidated financial statements reflect the combined results and activities of the consolidated entity.

## BUDGET REPORTING

The unaudited budget information reported in the consolidated statement of operations (page 2) and the consolidated statement of change in net debt (page 3) represents the 2011 budget as adopted by the District's Board on February 9, 2011.

## INVESTMENTS

Investments are carried at cost, which approximate market value.

## INVENTORY

Fuel inventory is valued at the lower of cost or net realizable value.

## TANGIBLE CAPITAL ASSETS

Tangible capital assets (TCAs) are recorded at cost and amortized on a straight line basis, based on their expected useful life. The expected useful life of the District's TCAs are as follows:

|                           |  |
|---------------------------|--|
| Airport                   | 10 years; 15 years; 25 years; 40 years; 50 years                 |
| Fire departments          | 5 years; 7 years; 15 years; 25 years; 40 years; 50 years         |
| Office and administration | 5 years; 7 years; 40 years                                       |
| Land                      | Not amortized  |
| Landfills                 | Projected closures - 2095 and 2096; 10 years; 25 years; 40 years |
| Parks                     | 5 years; 10 years; 15 years; 25 years                            |
| Salmon Beach              | 10 years; 25 years; 50 years;                                    |
| Water systems             | 25 years   |

The District's threshold to capitalize TCAs varies between \$2,500 and \$5,000 with the exception of land which is always capitalized.

## LONG TERM DEBT

Long term debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

# Regional District of Alberni-Clayoquot

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 6

## REVENUE AND EXPENDITURE RECOGNITION

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

## MEASUREMENT UNCERTAINTY

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations. Significant areas requiring the use of estimates include the amortization of tangible capital assets and land fill closure obligations.

## DEFERRED REVENUE

Deferred revenue includes amounts received related to the curbside recycling program but not yet earned. These amounts will be recognized as revenue in the next fiscal year.

## GOVERNMENT TRANSFERS

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

## FINANCIAL INSTRUMENTS

Financial instruments consist of cash and short-term deposits, accounts receivable, investments, municipal debt receivable, short-term loans, accounts payable, obligations under capital leases, other liabilities, and long-term debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

# Regional District of Alberni-Clayoquot

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 7

## NOTE 1 NATURE OF THE ORGANIZATION

The Regional District of Alberni-Clayoquot (the District) was established under the Local Government Act of British Columbia on April 21, 1966. As with all regional districts, the District provides a number of specific and agreed upon services directly to the public and its member municipalities. The District serves as the borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA).

## NOTE 2 ACCOUNTS RECEIVABLE

|   | 2011              | 2010              |
|---|-------------------|-------------------|
| Accounts receivable                         | \$ 575,789        | \$ 414,670        |
| Goods and Services tax/Harmonized Sales tax | <u>64,008</u>     | <u>89,201</u>     |
|   | 639,797           | 503,871           |
| Less allowance for doubtful accounts        | <u>(11,170)</u>   | <u>(7,783)</u>    |
| Accounts receivable - net                   | <u>\$ 628,627</u> | <u>\$ 496,088</u> |

## NOTE 3 TERM RECEIVABLES FROM MUNICIPALITIES

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the Regional District is contingently liable to the MFA for this debt.

|                      | 2011                | 2010                |
|----------------------|---------------------|---------------------|
| City of Port Alberni | \$ 3,618,804        | \$ 3,851,824        |
| District of Ucluelet | 2,050,037           | 124,860             |
| District of Tofino   | 1,087,429           | 1,122,543           |
| Multiplex Arena      | <u>2,075,510</u>    | <u>2,258,830</u>    |
|                      | <u>\$ 8,831,780</u> | <u>\$ 7,358,057</u> |

## NOTE 4 DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for Regional Districts and their Member Municipalities. The Authority is required to establish a Debt Reserve Fund into which each Regional District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Regional District. If at any time insufficient funds are provided by the Regional District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Regional District may be called upon to restore the fund.

# Regional District of Alberni-Clayoquot

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 8

## NOTE 5 DEPOSITS

|                      | 2011              | 2010              |
|----------------------|-------------------|-------------------|
| Performance deposits | <u>\$ 161,705</u> | <u>\$ 221,993</u> |

Performance deposits are funds collected from various property developers and held as security to ensure the completion of specified agreed on works. These funds will be released once the related works are completed, or used by the District to complete the works for which they are held.

## NOTE 6 SHORT TERM BORROWING

The following amounts have been borrowed from MFA on a short term basis:

|                    | 2011             | 2010                |
|--------------------|------------------|---------------------|
| Salmon Beach Land  | \$ 27,000        | \$ 40,500           |
| Sproat Lake Park   | 11,000           | 24,000              |
| Salmon Beach Power | <u>-</u>         | <u>1,300,000</u>    |
|                    | <u>\$ 38,000</u> | <u>\$ 1,364,500</u> |

## NOTE 7 SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Regional District of Alberni-Clayoquot operates the Alberni Valley Landfill and the West Coast Landfill. These sites are subject to closure and post-closure requirements as determined by the British Columbia Ministry of Environment. In accordance with Public Sector Accounting and Auditing Standards, financial statements should recognize a liability for closure and post-closure care as a landfill site's capacity is used. Each year the Regional District makes a contribution to the Closure and Post Closure Fund to offset future liabilities that will be incurred when the landfills reach capacity and are closed. The estimated closure date of the Alberni Valley Landfill is 2096 while the estimated closure date of the West Coast Landfill is 2095. A capacity study for Alberni Valley Landfill is expected to be complete during 2012.

# Regional District of Alberni-Clayoquot

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 9

## NOTE 8 OBLIGATIONS UNDER CAPITAL LEASES

The Regional District has financed assets under capital leases in the amount of \$284,533 (2010 - \$449,807), including the Salmon Beach Pumper and Bamfield Fire Hall. The 2011 capital lease principal payments totaled \$63,248 (2010 - \$70,102). The outstanding obligation balance for leased capital assets as at December 31, 2011 was \$142,748 (2010 - \$205,996).

All capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1%. An interest adjustment is made at the time of the final payment. In 2011, interest expenditures related to lease liabilities were \$6,696 (2010 - \$3,786).

Lease payment commitments for the next five years are:

|                                    |                   |
|------------------------------------|-------------------|
| 2012                               | \$ 50,493         |
| 2013                               | 29,188            |
| 2014                               | 29,188            |
| 2015                               | 29,188            |
| 2016                               | <u>17,025</u>     |
|                                    | 155,082           |
| Less: Imputed Interest             | <u>12,334</u>     |
| Net Obligation under Capital Lease | <u>\$ 142,748</u> |

## NOTE 9 DEBENTURE DEBT

Currently, all borrowings for the District are entered into with the MFA. Debt interest costs are charged against revenue as incurred.

Principal payments and sinking fund installments due within the next five years and thereafter are as follows:

|            |                     |
|------------|---------------------|
| 2012       | \$ 423,956          |
| 2013       | 423,956             |
| 2014       | 423,956             |
| 2015       | 423,956             |
| 2016       | 343,617             |
| Thereafter | <u>7,732,139</u>    |
|            | <u>\$ 9,771,580</u> |

Sinking fund installments are invested by MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking fund issues at maturity.

# Regional District of Alberni-Clayoquot

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 10

## NOTE 10 TANGIBLE CAPITAL ASSETS

| Net Book Value            | 2011                 | 2010                 |
|---------------------------|----------------------|----------------------|
| Airports                  | \$ 1,722,635         | \$ 1,361,213         |
| Fire department           | 2,017,038            | 2,057,851            |
| Office and administration | 507,916              | 523,713              |
| Land                      | 4,261,950            | 4,261,950            |
| Landfills                 | 7,803,760            | 7,865,200            |
| Parks                     | 105,917              | 102,311              |
| Salmon Beach              | 332,858              | 1,581,589            |
| Water systems             | 1,205,148            | 1,269,555            |
| Assets under construction | <u>462,201</u>       | <u>266,644</u>       |
|                           | <u>\$ 18,419,423</u> | <u>\$ 19,290,026</u> |

Land includes a right-of way value of \$16,300 which relates to the land where the Bamfield Fire Department building is situated.

## NOTE 11 PRIOR PERIOD ADJUSTMENT

During the year it was noted that the Bamfield Volunteer Fire Department's activity was not consolidated with the regional district in the previous year. This was adjusted to reflect the actual amounts at year end. The effect of the adjustment on comparative figures is as follows:

|  |           |
|--|-----------|
| Cash and cash equivalents increased by | \$ 73,879 |
| Accumulated surplus increased by       | \$ 73,879 |

## NOTE 12 STATEMENT OF CASH FLOW

Operating activities include interest received during the year in the amount of \$124,828 (2009 - \$89,391).

## NOTE 13 PENSION LIABILITY

The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 173,000 active members and approximately 63,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2009 indicated an unfunded actuarial liability of \$1,024,189 for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. The actuary does not attribute portions of the surplus to individual employers.

# Regional District of Alberni-Clayoquot

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 11

## NOTE 14 VACATION PAY AND BANKED PAY

Employees are advised of their holiday entitlement in January of each year and are paid regular salaries/wages each month inclusive of days off for holidays. At December 31, 2011 the amount of vacation pay not accrued in the financial statements is \$25,419.

Banked pay benefits are recorded as an expenditure in the year payment is made. At December 31, 2011 the amount not accrued in the financial statements is \$204,529.

## NOTE 15 GAS TAX AGREEMENT PROGRAM

|                                      | 2011                | 2010                |
|--------------------------------------|---------------------|---------------------|
| Opening balance of unspent funds     | \$ 1,665,764        | \$ 1,202,455        |
| Add: Amount received during the year | 452,069             | 452,116             |
| Interest earned                      | <u>20,612</u>       | <u>11,193</u>       |
| Closing balance of unspent funds     | <u>\$ 2,138,445</u> | <u>\$ 1,665,764</u> |

Gas Tax Agreement and Public Transit Agreement funding is provided by the Government of Canada. Public Transit Infrastructure Program funding is provided by the Province of British Columbia. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used toward designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements. Public Transit Agreement and Public Transit Infrastructure Program funding may be applied towards the cost of designated public transit projects, as specified in the funding agreements. The deadline to expend these funds is March 31, 2015.

## NOTE 16 ENVIRONMENTAL REGULATIONS

The District is subject to environmental regulations which cover different aspects of its operations. These regulations may require future expenditures to meet applicable standards and subject the District to possible penalties for past violations. Any amounts required to meet obligations will be charged to operations or capitalized, as appropriate. No amounts can be estimated at this time and therefore no liabilities have been recorded at December 31, 2011.

## NOTE 17 FINANCIAL INSTRUMENTS

For cash, accounts receivable, other receivables, accounts payable, and other payables, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The District is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the District has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The District does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

# Regional District of Alberni-Clayoquot

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 12

## NOTE 18 THE NORTH ISLAND 9-1-1 CORPORATION

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni-Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni-Clayoquot 3 shares  
Comox Valley 6 shares  
Strathcona 4 shares

Mount Waddington 1 share  
Nanaimo 5 shares  
Powell River 2 shares

The Regional District's investment in shares of the North Island 911 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS3060.06). The Regional District's share of the corporation is equal to 14.3% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

## NOTE 19 RELATED PARTIES

The Alberni-Clayoquot Regional District is related to the Alberni-Clayoquot Regional Hospital District; the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$15,000 of administrative support services from the Alberni-Clayoquot Regional District.

## NOTE 20 CONTINGENCIES

In the normal course of a year, the District is faced with lawsuits for damages of diverse natures. At year-end the District's estimated exposure to each such liability is either not determinable or is not considered to be significant. Claims paid by the District as a result of litigation are reported as expenditures.

## NOTE 21 COMPARATIVE FIGURES

Certain of the 2010 amounts have been reclassified to conform with the current year presentation.

## NOTE 22 BUDGET FIGURES

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on February 9, 2011. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

# Regional District of Alberni-Clayoquot

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

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## NOTE 23 CHANGES IN ACCOUNTING POLICIES

Effective January 1, 2009 the District retroactively adopted Section 3150 - Tangible Capital Assets (TCAs) of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. This standard requires that TCAs to be accounted for and reported as assets on the consolidated statement of financial position and amortized over the useful life of the asset in a rational and systematic manner. The amortization of the costs of TCAs should be accounted for as expenses in the consolidated statement of operations. As a result of adopting this policy the District has retroactively applied a new capitalization policy and an amortization policy based on the expected useful life of their Tangible Capital Assets as per significant accounting policy (e) - Tangible capital assets. The net impact of the change in the Tangible Capital Asset accounting policy to the 2008 figures are a \$4,974,977 decrease in Tangible Capital Assets, a \$4,573,094 increase in Surplus, and a \$401,883 increase in Amortization expense.

Effective January 1, 2009 the District retroactively adopted Section 1300 - Government Reporting Entity of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. This Section defines the scope of the government reporting entity in terms of the organizations whose financial affairs and resources would be included in government financial statements and establishes standards on how to account for and disclose those organizations in government financial statements. The result of adopting this policy is the District has fully consolidated the Beaver Creek Volunteer Fire Department and the Sproat Lake Volunteer Fire Department as part of the reporting entity.

Effective January 1, 2009 the District retroactively adopted the Financial Statement Reporting Framework for Local Governments which includes Section 1000 - Financial Statement Concepts, Section 1100 - Financial Statement Objectives, Section 1150 - Generally Accepted Accounting Principles, and Section 1200 - Financial Statement Presentation of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. These sections establish the concepts underlying the development and use of accounting principles in government financial statements, the objectives of government financial statements that are generally acceptable to the users and preparers of the statements, the standards for financial reporting in accordance with generally accepted accounting principles, and the general reporting principles and standards for the disclosure of information in government financial statements. As a result of adopting this policy, the District is now issuing the following financial statements: a consolidated statement of financial position, a consolidated statement of operations, a consolidated statement of change in net debt, and a consolidated statement of cash flow.

# Regional District of Alberni-Clayoquot

SCHEDULE OF TANGIBLE CAPITAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 1

|                           | Cost<br>Dec 31, 2010 | Additions           | Disposals           | Cost<br>Dec 31, 2011 |
|---------------------------|----------------------|---------------------|---------------------|----------------------|
| Airports                  | \$ 2,042,058         | \$ 662,778          | \$ -                | \$ 2,704,836         |
| Fire departments          | 3,707,786            | 111,478             | -                   | 3,819,264            |
| Office and administration | 1,572,028            | 36,007              | -                   | 1,608,035            |
| Land                      | 4,261,950            | -                   | -                   | 4,261,950            |
| Landfills                 | 9,060,581            | 48,298              | -                   | 9,108,879            |
| Parks                     | 177,129              | 16,430              | -                   | 193,559              |
| Salmon Beach              | 1,764,836            | 153,644             | 1,437,952           | 480,528              |
| Water systems             | <u>2,329,238</u>     | <u>20,527</u>       | <u>-</u>            | <u>2,349,765</u>     |
|                           | <u>\$ 24,915,606</u> | <u>\$ 1,049,162</u> | <u>\$ 1,437,952</u> | <u>\$ 24,526,816</u> |

# Regional District of Alberni-Clayoquot

SCHEDULE OF TANGIBLE CAPITAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 1

| Accumulated<br>Amortization<br>Dec 31, 2010 | 2011<br>Amortization | Accumulated<br>Amortization<br>Dec 31, 2011 | Book Value           |                      |
|---|----------------------|---|----------------------|----------------------|
|   |                      |   | 2011                 | 2010                 |
| \$ 478,895                                  | \$ 77,428            | \$ 556,323                                  | \$ 2,148,513         | \$ 1,563,163         |
| 1,643,975                                   | 124,609              | 1,768,584                                   | 2,050,680            | 2,063,811            |
| 1,048,316                                   | 51,803               | 1,100,119                                   | 507,916              | 523,713              |
| -   | -                    | -   | 4,261,950            | 4,261,950            |
| 1,195,381                                   | 109,738              | 1,305,119                                   | 7,803,760            | 7,865,200            |
| 74,818                                      | 12,824               | 87,642                                      | 105,917              | 102,311              |
| 124,513                                     | 20,476               | 144,989                                     | 335,539              | 1,640,323            |
| <u>1,059,683</u>                            | <u>84,934</u>        | <u>1,144,617</u>                            | <u>1,205,148</u>     | <u>1,269,555</u>     |
| <u>\$ 5,625,581</u>                         | <u>\$ 481,812</u>    | <u>\$ 6,107,393</u>                         | <u>\$ 18,419,423</u> | <u>\$ 19,290,026</u> |

# Regional District of Alberni-Clayoquot

SCHEDULE OF DEBENTURE DEBT  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 2

| <u>By-Law</u> | <u>M.F.A.<br/>Issue</u> | <u>Purpose</u> |       | <u>Type of<br/>Security<br/>Issued</u> | <u>Maturity<br/>Date</u> | <u>Interest<br/>Rate</u> | <u>Term</u> |
|---------------|-------------------------|----------------|-------|--|--------------------------|--------------------------|-------------|
| 1062          | 97                      | Port Alberni   | F1062 | S.F.                                   | April. 19, 2016          | 4.65%                    | 25 year     |
| 1062          | 97                      | Port Alberni   | F1062 | S.F.                                   | April. 19, 2016          | 4.65%                    | 10 year     |
| 1004          | 64                      | Port Alberni   | 1004  | S.F.                                   | Sept. 25, 2016           | 7.250%                   | 10 year     |
| 1060          | 92                      | Port Alberni   | 1060  | S.F.                                   | June. 4, 2015            | 5.100%                   | 10 year     |
| F1095         | 117                     | Ucluelet       | F1074 | S.F.                                   | June 14, 2036            | 3.25%                    | 25 year     |
| F1037         | 73                      | Ucluelet       | 829   | S.F.                                   | Dec. 1, 2015             | 6.360%                   | 15 year     |
| 1062          | 97                      | Tofino         | F1062 | S.F.                                   | April 19, 2016           | 4.65%                    | 25 year     |
| F1037         | 73                      | Arena          | F1027 | S.F.                                   | Dec. 1, 2020             | 6.360%                   | 20 year     |
| F1041         | 75                      | Arena          | F1027 | S.F.                                   | Dec. 1, 2020             | 5.900%                   | 20 year     |
| F1096         | 117                     | Airport        | F1079 | S.F.                                   | Oct 12, 2031             | 3.25%                    | 20 year     |

# Regional District of Alberni-Clayoquot

## SCHEDULE OF DEBENTURE DEBT

FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 2

| Principal<br>Amount<br><u>Borrowed</u> | Total<br>Installments<br><u>To Date</u> | Actuarial<br><u>Addition</u> | Principal<br>Amount<br>Outstanding<br>December<br><u>31, 2011</u> | 2012 Requirements<br>as of December 31, 2011 |                   |
|--|---|------------------------------|---|--|-------------------|
|  |   |                              |   | <u>Principal</u>                             | <u>Interest</u>   |
| \$ 3,375,064                           | \$ 405,208                              | \$ 33,739                    | \$ 2,936,117  | \$ 81,042                                    | \$ 157,278        |
| 438,170                                | 182,480                                 | 15,192                       | 240,498   | 36,496                                       | 20,419            |
| 245,300                                | 111,281                                 | 48,800                       | 85,219  | 7,419  | 18,204            |
| <u>797,642</u>                         | <u>398,617</u>                          | <u>42,054</u>                | <u>356,971</u>  | <u>66,436</u>                                | <u>36,293</u>     |
| <u>4,856,176</u>                       | <u>1,097,586</u>                        | <u>139,785</u>               | <u>3,618,805</u>  | <u>191,393</u>                               | <u>232,194</u>    |
| 1,948,000                              | -                                       | -                            | 1,948,000   | 46,775                                       | 63,310            |
| <u>300,000</u>                         | <u>154,242</u>                          | <u>43,721</u>                | <u>102,037</u>  | <u>13,903</u>                                | <u>19,050</u>     |
| <u>2,248,000</u>                       | <u>154,242</u>                          | <u>43,721</u>                | <u>2,050,037</u>  | <u>60,678</u>                                | <u>82,360</u>     |
| <u>1,250,000</u>                       | <u>150,075</u>                          | <u>12,496</u>                | <u>1,087,429</u>  | <u>30,014</u>                                | <u>58,250</u>     |
| 3,579,209                              | 1,201,534                               | 344,505                      | 2,033,170   | 108,244                                      | 227,638           |
| <u>68,332</u>                          | <u>20,666</u>                           | <u>5,327</u>                 | <u>42,339</u>   | <u>2,067</u>                                 | <u>3,888</u>      |
| <u>3,647,541</u>                       | <u>1,222,200</u>                        | <u>349,832</u>               | <u>2,075,509</u>  | <u>110,311</u>                               | <u>231,526</u>    |
| <u>939,800</u>                         | <u>-</u>                                | <u>-</u>                     | <u>939,800</u>  | <u>31,560</u>                                | <u>30,544</u>     |
| <u>\$ 12,941,517</u>                   | <u>\$ 2,624,103</u>                     | <u>\$ 545,834</u>            | <u>\$ 9,771,580</u>   | <u>\$ 423,956</u>                            | <u>\$ 634,874</u> |

# Alberni-Clayoquot Regional Hospital District

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### Alberni-Clayoquot Regional Hospital District

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# Mollon Tyler-Mollon

## CHARTERED ACCOUNTANTS

**Partners:**

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Erica Tyler-Mollon, C.A. ericatm@gmail.com

3945 Johnston Road  
Port Alberni, BC V9Y 5N4

Phone 250-724-7302

Fax 250-724-7305

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### INDEPENDENT AUDITORS' REPORT

The Chairperson and Directors of the Alberni-Clayoquot Regional Hospital District,

#### **Report on Financial Statements**

We have audited the accompanying financial statements of the Alberni-Clayoquot Regional Hospital District, which comprise the statement of financial position as at December 31, 2011, and the statements of operations, change in net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional Hospital District as at December 31, 2011 and the results of its operations and cash flow for the year then ended in accordance with the basis of accounting described in the Summary of Significant Accounting Policies.

## Report on Other Legal and Regulatory Requirements

These financial statements, which have not been, and were not intended to be, prepared in accordance with Canadian generally accepted accounting principles, are solely for the information and use of the Chairperson and Directors of the Alberni-Clayoquot Regional Hospital District and the Ministry of Health for complying with the Hospital District Act. These financial statements are not intended to be and should not be used by anyone other than the specified users or for any other purpose.

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CHARTERED ACCOUNTANTS

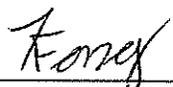
Port Alberni, BC  
DATE

# Alberni-Clayoquot Regional Hospital District

STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2011

PAGE 1

|   | 2011              | 2010              |
|---|-------------------|-------------------|
| <b>FINANCIAL ASSETS</b>                                   |                   |                   |
| Cash and cash equivalents                                 | \$ 1,444,602      | \$ 1,923,499      |
| Accounts receivable (note 3)                              | 1,544             | 2,060             |
| Municipal Finance Authority debt reserve deposit (note 4) | 989,806           | 988,685           |
| Grants to district hospitals - capitalized                | <u>9,648,918</u>  | <u>10,621,809</u> |
|   | <u>12,084,870</u> | <u>13,536,053</u> |
| <b>LIABILITIES</b>  |                   |                   |
| Accrued interest  | 121,846           | 141,008           |
| Due to Alberni-Clayoquot Regional District (note 5)       | 15,000            | 15,000            |
| Reserves related to Section 20(3)                         | 902,107           | 1,442,165         |
| Municipal Finance Authority debt reserve (note 4)         | 989,806           | 988,685           |
| Debenture debt (note 6, schedule 1)                       | 9,913,154         | 10,886,045        |
| Unamortized debenture discount (note 6)                   | <u>42,734</u>     | <u>42,734</u>     |
|   | <u>11,984,647</u> | <u>13,515,637</u> |
| <b>ACCUMULATED SURPLUS</b>                                | <u>\$ 100,223</u> | <u>\$ 20,416</u>  |



Teri Fong, CGA  
Manager of Finance

*The accompanying notes are an integral part of these statements*

# Alberni-Clayoquot Regional Hospital District

STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 2

|  | 2011<br>Actual    | 2011<br>Budget   | 2010<br>Actual   |
|--|-------------------|------------------|------------------|
| <b>REVENUE</b>                               |                   |                  |                  |
| Taxation (schedule 2)                        | \$ 2,255,779      | \$ 2,255,780     | \$ 2,107,365     |
| Grants in lieu of taxes                      | 12,417            | 6,000            | 9,657            |
| Other income                                 | <u>49,496</u>     | <u>18,000</u>    | <u>34,244</u>    |
|  | <u>2,317,692</u>  | <u>2,279,780</u> | <u>2,151,266</u> |
| <b>EXPENSES</b>                              |                   |                  |                  |
| Sinking fund installments (schedule 1)       | 601,440           | 601,440          | 603,819          |
| Interest and fees on debentures (schedule 1) | 894,445           | 938,997          | 946,754          |
| Administrative costs                         | 15,000            | 15,000           | 15,000           |
| Contribution to section 20(3) reserve        | <u>727,000</u>    | <u>727,000</u>   | <u>594,000</u>   |
|  | <u>2,237,885</u>  | <u>2,282,437</u> | <u>2,159,573</u> |
| Annual surplus (deficit)                     | 79,807            | (2,657)          | (8,307)          |
| Accumulated surplus at beginning of year     | <u>20,416</u>     | <u>20,416</u>    | <u>28,723</u>    |
| Accumulated surplus at end of year           | <u>\$ 100,223</u> | <u>\$ 17,759</u> | <u>\$ 20,416</u> |

*The accompanying notes are an integral part of these statements*

# Alberni-Clayoquot Regional Hospital District

STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 3

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|   | 2011<br>Actual    | 2011<br>Budget   | 2010<br>Actual   |
|---|-------------------|------------------|------------------|
| Annual surplus (deficit)                  | \$ 79,807         | \$ (2,657)       | \$ (8,307)       |
| Net financial assets at beginning of year | <u>20,416</u>     | <u>20,416</u>    | <u>28,723</u>    |
| Net financial assets at end of year       | <u>\$ 100,223</u> | <u>\$ 17,759</u> | <u>\$ 20,416</u> |

*The accompanying notes are an integral part of these statements*

# Alberni-Clayoquot Regional Hospital District

STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 4

|   | 2011                | 2010                |
|---|---------------------|---------------------|
| <b>OPERATING ACTIVITIES</b>                             |                     |                     |
| Annual surplus (deficit) (note 7)                       | \$ 79,807           | \$ (8,307)          |
| Change in grants to district hospitals - capitalized    | 972,891             | 934,897             |
| Net change in non cash working capital                  | <u>(18,646)</u>     | <u>(21,766)</u>     |
|   | <u>1,034,052</u>    | <u>904,824</u>      |
| <b>FINANCING ACTIVITIES</b>                             |                     |                     |
| Repayment of long term debt principal                   | (601,440)           | (603,819)           |
| Actuarial adjustment to long term debt                  | <u>(371,451)</u>    | <u>(331,078)</u>    |
|   | <u>(972,891)</u>    | <u>(934,897)</u>    |
| <b>INVESTING ACTIVITIES</b>                             |                     |                     |
| Increase (decrease) in reserves                         | <u>(540,058)</u>    | <u>(532,989)</u>    |
| <b>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b> | (478,897)           | (563,062)           |
| <b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>     | <u>1,923,499</u>    | <u>2,486,561</u>    |
| <b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>           | <u>\$ 1,444,602</u> | <u>\$ 1,923,499</u> |
| <b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>           |                     |                     |
| Bank balance  | <u>\$ 1,444,602</u> | <u>\$ 1,923,499</u> |

The accompanying notes are an integral part of these statements

# Alberni-Clayoquot Regional Hospital District

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 5

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## BASIS OF PRESENTATION

The financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants with the following deviations to comply with the accounting requirements prescribed by the Ministry of Health under the Hospital District Act:

- Grants to district hospitals are capitalized and recorded as an asset.
- There is no disclosure of the fair value of the financial assets and liabilities.
- Standards for recognition and disclosure of financial instruments have not been adopted.
- There is no disclosure of segmented reporting.
- Sinking fund installments are expensed in the year that they are paid.

## GRANTS TO DISTRICT HOSPITALS

Grants to district hospitals are capitalized and recorded as an asset on the statement of financial position while the hospital is in operation. When a hospital ceases operation, the amount of unrecoverable grants is written off against capital surplus.

## BUDGET REPORTING

The unaudited budget information reported in the statement of operations (page 2) and the statement of change in net debt (page 3) represents the 2011 budget as adopted by the District's Board on March 23, 2011.

## LONG TERM DEBT

Long-term debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges, including principal and interest, are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

## FINANCIAL INSTRUMENTS

The carrying value of cash, accounts receivable, accounts payable, and accrued interest is cost due to the short-term nature of these financial instruments. Financial instruments consist of cash, accounts receivable, accrued interest and long term debt. Unless otherwise noted, it is management's opinion that the Hospital District is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying value, unless otherwise noted.

# Alberni-Clayoquot Regional Hospital District

SUMMARY OF SIGNIFICANT ACCOUNTING POLICES  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 6

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## REVENUE AND EXPENDITURE RECOGNITION

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

## MEASUREMENT UNCERTAINTY

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations.

# Alberni-Clayoquot Regional Hospital District

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 7

## NOTE 1 NATURE OF THE ORGANIZATION

The Alberni-Clayoquot Regional Hospital District (District) was incorporated in 1967 under the Regional Hospital District Act. Its principal activities include the borrowing of monies from the Municipal Finance Authority and advancing those monies for hospital planning and development within the region.

## NOTE 2 CHANGES IN ACCOUNTING POLICIES

Effective January 1, 2009 the District retroactively adopted Section 1300 - Government Reporting Entity of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. This Section defines the scope of the government reporting entity in terms of the organizations whose financial affairs and resources would be included in government financial statements and establishes standards on how to account for and disclose those organizations in government financial statements. The result of adopting this policy has no effect on the figures reported in the financial statements.

Effective January 1, 2009 the District retroactively adopted the Financial Statement Reporting Framework for Local Governments which includes Section 1000 - Financial Statement Concepts, Section 1100 - Financial Statement Objectives, Section 1150 - Generally Accepted Accounting Principles, and Section 1200 - Financial Statement Presentation of the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. These sections establish the concepts underlying the development and use of accounting principles in government financial statements, the objectives of government financial statements that are generally acceptable to the users and preparers of the statements, the standards for financial reporting in accordance with generally accepted accounting principles, and the general reporting principles and standards for the disclosure of information in government financial statements. As a result of adopting this policy, the District is now issuing the following financial statements; a statement of financial position, a statement of operations, a statement of change in net debt, and a statement of cash flow.

## NOTE 3 ACCOUNTS RECEIVABLE

|                                      | 2011            | 2010            |
|--------------------------------------|-----------------|-----------------|
| Accounts receivable                  | \$ 1,544        | \$ 2,044        |
| Goods and Services tax               | -               | 16              |
| Less allowance for doubtful accounts | <u>-</u>        | <u>-</u>        |
| Accounts receivable - net            | <u>\$ 1,544</u> | <u>\$ 2,060</u> |

# Alberni-Clayoquot Regional Hospital District

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 8

## NOTE 4 DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for the Hospital District. The Authority is required to establish a Debt Reserve Fund into which each District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Hospital District. If at any time insufficient funds are provided by the Hospital District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Hospital District may be called upon to restore the fund.

## NOTE 5 RELATED PARTIES

The Alberni-Clayoquot Regional Hospital District is related to the Alberni-Clayoquot Regional District; the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$15,000 of administrative support services from the Alberni-Clayoquot Regional District.

## NOTE 6 DEBENTURE DEBT

The debenture debt "Schedule 1" reflects the amount of debenture debt payable by the Alberni-Clayoquot Regional Hospital District. The outstanding amount payable is net of the Sinking Fund Balances as confirmed by the British Columbia Municipal Finance Authority. The Sinking Fund Balances are subject to periodic actuarial adjustments to reflect the earnings on the Sinking Fund Investment and accordingly will affect the debenture debt amount payable.

Principal payments due within the next five years are as follows:

|      |    |         |
|------|----|---------|
| 2012 | \$ | 597,224 |
| 2013 |    | 550,019 |
| 2014 |    | 529,568 |
| 2015 |    | 527,791 |
| 2016 |    | 527,791 |

The unamortized debenture discount will be applied in 2023 when the debenture is paid in full.

# Alberni-Clayoquot Regional Hospital District

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

PAGE 9

## NOTE 7 STATEMENT OF CASH FLOW

Annual surplus includes interest received during the year in the amount of \$21,753 (2010 - \$21,006) and interest paid in the amount of \$894,445 (2010 - \$946,754).

## NOTE 8 FUND ACCOUNTING

The District uses fund accounting to account for various aspects of operations. Presently the District uses the following three funds:

- Capital fund - Provides funding and carries the debt related to capital projects that the District provides grants for.
- Revenue fund - Holds cash and receives interest on monies held by the District.
- Reserve fund - Segregates funds raised for the purchase of equipment, minor renovations to the hospitals, and related studies, as permitted by Section 20(3) of the Hospital District Act.

As at December 31, 2011 the fund balances are:

|                                       | Capital<br>Fund   | Revenue<br>Fund       | Reserve<br>Fund   | Total<br>Funds    |
|---------------------------------------|-------------------|-----------------------|-------------------|-------------------|
| December 31, 2010 accumulated surplus | \$ 306,970        | \$ (1,728,719)        | \$ 1,442,165      | \$ 20,416         |
| Annual surplus (deficit)              | <u>-</u>          | <u>619,865</u>        | <u>(540,058)</u>  | <u>79,807</u>     |
| December 31, 2011 accumulated surplus | <u>\$ 306,970</u> | <u>\$ (1,108,854)</u> | <u>\$ 902,107</u> | <u>\$ 100,223</u> |

## NOTE 9 FINANCIAL INSTRUMENTS

For cash, accounts receivable, accounts payable, and accrued interest, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The district is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the district has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The district does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

## NOTE 10 COMPARATIVE BUDGET FIGURES

Certain budget amounts have been reclassified to conform to the financial statement presentation adopted during the year.

# Alberni-Clayoquot Regional Hospital District

SCHEDULE OF DEBENTURE DEBT  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 1

| <u>By-Law No.</u> | <u>B.C.H.F.A. By-Law</u> | <u>Amount Outstanding</u> | <u>Type of Issue</u> | <u>Term</u>   |
|-------------------|--------------------------|---------------------------|----------------------|---------------|
| 57                | BCRHDCDK                 | \$ 65,308                 | Sinking Fund         | 20 year       |
| 57                | CDK02-25                 | 22,327                    | Sinking Fund         | 20 year       |
| 57                | HPCP50                   | 4,697                     | Sinking Fund         | 20 year       |
| 57A               | HPCP49                   | 21,729                    | Sinking Fund         | 20 year       |
| 57                | RHD-CD-N                 | 30,823                    | Sinking Fund         | 20 year       |
| 54 & 57           | RHD-CD-N1                | 3,937                     | Sinking Fund         | 20 year       |
| 54                | RHDMTN-38                | 12,247                    | Sinking Fund         | 20 year       |
| 54                | RHDMTN 53(3)             | 20,904                    | Sinking Fund         | 20 year       |
| 54                | RHDMTN 53(2)             | 5,967                     | Sinking Fund         | 20 year       |
| 54                | RHD-EC-13                | 66,065                    | Sinking Fund         | 20 year       |
| 54                | RHD-CDN-3                | 30,121                    | Sinking Fund         | 20 year       |
| 54                | RHD-EC-13(1)             | 36,385                    | Sinking Fund         | 20 year       |
| 54                | RHD-EUS4(2)              | 121,256                   | Sinking Fund         | 20 year       |
| 54                | RHD-CDV-3(B)             | 34,210                    | Sinking Fund         | 20 year       |
| 54, 74, 75        | 1999F                    | 642,590                   | Sinking Fund         | 5, 5, 20 year |
| 75                | 2000S                    | 1,731,618                 | Sinking Fund         | 20 year       |
| 75, 82            | 2000F                    | 2,350,254                 | Sinking Fund         | 20 year       |
| 75, 82, 83        | 2001F                    | 2,798,187                 | Sinking Fund         | 20 year       |
| 77                | 2002S                    | 1,074,003                 | Sinking Fund         | 20 year       |
| 78                | 2002F                    | 292,583                   | Sinking Fund         | 20 year       |
| 75                | 2003S                    | 238,512                   | Sinking Fund         | 20 year       |
| 75                | 2003F                    | 243,635                   | Sinking Fund         | 20 year       |
| 93                | 2005S                    | <u>65,796</u>             | Sinking Fund         | 20 year       |
|                   |                          | <u>\$ 9,913,154</u>       |                      |               |

# Alberni-Clayoquot Regional Hospital District

SCHEDULE OF DEBENTURE DEBT  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 1

2012 Annual Requirements  
On Outstanding Debentures at December 31, 2011

| <u>Maturity Date</u> | <u>Interest Rate</u> | <u>Sinking Fund Installment</u> | <u>Interest</u>   |
|----------------------|----------------------|---------------------------------|-------------------|
| 09 Jan 2012          | 9.50%                | \$ 26,573                       | \$ 79,800         |
| 09 Jan 2012          | 9.50%                | 9,424                           | 26,638            |
| 10 Jun 2012          | 9.45%                | 1,992                           | 5,557             |
| 08 May 2012          | 9.41%                | 9,216                           | 25,595            |
| 23 Aug 2013          | 8.50%                | 6,077                           | 17,850            |
| 23 Aug 2013          | 8.50%                | 837                             | 2,176             |
| 09 Jun 2014          | 9.60%                | 1,777                           | 5,222             |
| 23 Aug 2013          | 8.50%                | 4,947                           | 10,702            |
| 23 Aug 2013          | 8.50%                | 1,412                           | 3,055             |
| 30 Nov 2023          | 7.875%               | 8,259                           | 17,295            |
| 23 Aug 2013          | 9.12%                | 7,178                           | 15,336            |
| 30 Nov 2023          | 7.875%               | 5,526                           | 11,572            |
| 11 Jun 2017          | 6.68%                | 9,134                           | 19,714            |
| 09 Dec 2017          | 6.00%                | 2,577                           | 4,163             |
| 01 Dec 2019          | 5.84%, 5.84%, 5.99%  | 41,233                          | 39,182            |
| 01 Jun 2020          | 6.45%                | 101,051                         | 96,023            |
| 01 Jun 2020          | 6.36%                | 137,152                         | 130,328           |
| 01 Jun 2022          | 5.10%                | 136,576                         | 256,962           |
| 01 Jun 2020          | 5.90%                | 48,731                          | 97,647            |
| 01 Jun 2020          | 5.25%                | 13,275                          | 23,572            |
| 03 Jun 2023          | 5.25%                | 10,142                          | 18,415            |
| 03 Oct 2023          | 4.77%                | 10,360                          | 16,357            |
| 04 Jun 2025          | 5.10%                | <u>3,775</u>                    | <u>3,649</u>      |
|                      |                      | <u>\$ 597,224</u>               | <u>\$ 926,810</u> |

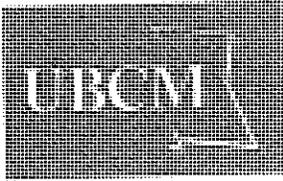
# Alberni-Clayoquot Regional Hospital District

SCHEDULE OF MEMBER MUNICIPALITIES TAX REQUISITIONS  
FOR THE YEAR ENDED DECEMBER 31, 2011

SCHEDULE 2

|                        | 2011<br>Actual      | 2011<br>Budget      | 2010<br>Actual      |
|------------------------|---------------------|---------------------|---------------------|
| <b>MUNICIPALITIES</b>  |                     |                     |                     |
| City of Port Alberni   | \$ 879,720          | \$ 818,594          | \$ 818,595          |
| District of Tofino     | 380,845             | 350,000             | 350,000             |
| District of Ucluelet   | <u>233,053</u>      | <u>226,944</u>      | <u>226,944</u>      |
|                        | <u>1,493,618</u>    | <u>1,395,538</u>    | <u>1,395,539</u>    |
| <b>ELECTORAL AREAS</b> |                     |                     |                     |
| "A" Bamfield           | 82,171              | 82,171              | 76,681              |
| "B" Beaufort           | 35,809              | 35,809              | 35,164              |
| "C" Long Beach         | 105,835             | 105,835             | 85,737              |
| "D" Sproat Lake        | 298,970             | 298,970             | 287,257             |
| "E" Beaver Creek       | 117,006             | 117,006             | 109,158             |
| "F" Cherry Creek       | <u>122,370</u>      | <u>122,370</u>      | <u>117,829</u>      |
|                        | <u>762,161</u>      | <u>762,161</u>      | <u>711,826</u>      |
|                        | <u>\$ 2,255,779</u> | <u>\$ 2,157,699</u> | <u>\$ 2,107,365</u> |





MEMO  
June 4, 2012

TO: Mayor & Council | Chair & Board | CAO & Senior Staff  
FROM: Mayor/Chair Sharon Gaetz  
Chair, Resolutions Committee  
RE: **UBCM Resolutions – Submission & Debate**

---

### 1. Resolutions Deadline: June 30

The UBCM resolutions deadline of June 30, 2012 is fast approaching. This deadline applies to any resolutions that were not considered at Area Association conferences.

In order for the resolution(s) to be considered at the UBCM Convention in September, please submit both a hard copy and electronic copy of your resolution(s) to UBCM prior to the deadline.

Resolutions that were endorsed at Area Association conferences have been forwarded to UBCM and will be included in the 2012 *Resolutions Book*.

Sponsors of resolutions that were considered at Area Association conferences but not endorsed may, if they wish, submit those resolutions directly to UBCM prior to June 30.

### 2. UBCM Can Help!

Please avoid resolutions that simply re-iterate existing UBCM policy positions. Such resolutions lengthen resolutions debate without achieving progress. If the response to a previous resolution was unsatisfactory, please contact UBCM staff for assistance with expressing this in your resolution.

Submission procedures, writing guidelines, and a sample resolution are available on the UBCM website under Resolutions & Policy > Resolutions > Resolutions Procedures.

UBCM staff are standing by to assist local government elected officials and staff with resolution format, wording, and procedures. Please contact them.

### 3. Timely Response to Requests for Clarification

Sponsors are encouraged to ensure that all resolutions are clearly written and accompanied by background information. When a resolution is unclear, or background information is needed, UBCM requests clarification from the sponsor.

We ask sponsors to respond to requests for clarification within two weeks of the request being made. If after two weeks there has been no response to the request for clarification, then the resolution in question will not be printed in the *Resolutions Book* and will not be considered at the UBCM Convention.

If a resolution is not included in the *Resolutions Book* for the 2012 UBCM Convention, UBCM staff will work with the sponsor to clarify the wording or background information for the resolution and ensure that the resolution is included for consideration in the 2013 resolutions process.

#### 4. Attendance at Resolutions Sessions

Resolutions are a key part of UBCM policy-making and advocacy. You must be present to introduce and speak to your resolution(s) to ensure that UBCM will be able to represent your concerns effectively.

Check the Convention Program when you arrive at the UBCM Convention in Victoria and note the times of the resolutions sessions. Watch for last-minute schedule adjustments that may affect when your resolution reaches the floor.

Since the progress of debate is unpredictable, you may wish to designate a representative to monitor progress through the resolutions so that your local government is ready to comment on resolutions you have submitted for debate whenever they may arise.

See you at Convention!

#### UBCM Contact

Reiko Tagami  
Information & Resolutions Coordinator  
Email: [rtagami@ubcm.ca](mailto:rtagami@ubcm.ca)  
Tel: 604-270-8226 ext. 115

1270/50/Members/June Reminder Memo 2012

ARROWSMITH RADICAL RUNNERS

June 1, 2012

Alberni Clayoquot Regional District  
3008 – 5<sup>th</sup> Avenue,  
Port Alberni, BC V9Y 2E3

Attention: Russell Dyson

Dear Mr. Dyson:

The Arrowsmith Radical Runners has recently dissolved as a non-profit organization and the membership has voted to donate the sum of \$1,800.00 to the Alberni Clayoquot Regional District.

As frequent users of the Log Train Trail the membership requested that the donation be restricted for the sole purpose of maintenance or improvements to the Log Train Trail. Please advise if you are able to honour this request and when would be a good time to make this presentation.

I can be reached during the day at 250-724-7150 – Option 1 – Extension 2.

Yours truly,



Kelly Ham  
Secretary  
Arrowsmith Radical Runners





## MEMORANDUM

**TO:** Mayor and Council | Chair and Board  
**FROM:** Chair Joe Stanhope, President  
**DATE:** June 5, 2012  
**RE:** REMINDER – Letters of Support to BCUC for FortisBC’s  
Common Rates, Amalgamation and Rate Design Application

During my presentation to members at the 2012 Convention in Ucluelet, I spoke of the importance of supporting Fortis BC’s application currently before the BC Utilities Commission. At that time, Fortis BC was requesting written support from members by mid-May. Thank you to those that have already responded to that request. However, in follow-up with Carol Greaves, Community Relations Manager with Fortis BC, she advises that more letters are needed.

For those that have not yet been able to do so, I would respectfully seek your local government’s assistance in forwarding your letter of support as soon as possible. Attached is AVICC’s letter which may be helpful in drafting your own letter. Letters can be forwarded by email to [Carol.Greaves@fortisbc.com](mailto:Carol.Greaves@fortisbc.com) so that they may be included when Fortis BC updates the application filing.

Thank you for assisting in this regard.



March 29, 2012

To Whom It May Concern:

On behalf of those municipalities within the Association of Vancouver Island and Coastal Communities Association (AVICC) who are served by the Vancouver Island Gas Pipeline, may I state AVICC's very strong support for the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

This initiative is required in order to improve competitiveness, efficiency, fairness and environmental friendliness for businesses, communities and municipal taxpayers within Southern Vancouver Island and the Sunshine Coast. The Common Rates, Amalgamation and Rate Design Application is seen by AVICC as a critical component in a comprehensive process which is underway by various participants to address longstanding concerns about operating issues and local costs associated with the Vancouver Island Gas Pipeline Project.

AVICC is actively working on various measures which require the Common Rates initiative to proceed. In order to implement these, we urge the Common Rates, Amalgamation and Rate Design Application approval by all pertinent authorities.

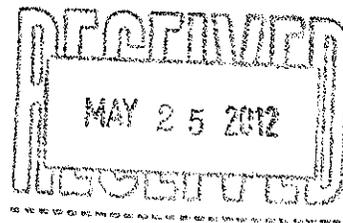
Yours truly,

Joe Stanhope  
President

cc: AVICC Executive  
Honourable Rich Coleman, Minister of Energy and Mines

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

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



Ref: 67206

May 18, 2012

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

Dear Mr. Wong:

Thank you for your letter dated April 12, 2012, regarding Catalyst Paper Corporation (Catalyst) and its current restructuring plan under the *Companies' Creditors Arrangement Act* (CCAA).

We recognize the importance of Catalyst operations in the communities of Powell River, Port Alberni, North Cowichan, Surrey and Richmond and the approximate 1600 jobs with Catalyst in those communities.

Under the CCAA, the operations of Catalyst and its subsidiaries are intended to continue as usual and obligations to employees and suppliers during the restructuring process are expected to be met. Catalyst management will remain responsible for the day-to-day operations of the company.

We have been engaged with communities where Catalyst is located to create an industry-friendly environment and promote economic diversity. In fact, Powell River significantly reduced its industrial tax rate which helped Catalyst remain viable in that community.

We are very much committed to ensuring that British Columbia is competitive for all businesses. We have launched an expert panel to provide analysis and recommendations to the Province on business tax competitiveness and administrative improvements to streamline the Provincial Sales Tax, with recommendations to be submitted by August 31, 2012. Municipal business property taxes are included in this analysis.

.../2

Mr. Glenn Wong  
Page 2

The issues Catalyst is experiencing require a solution that will involve multiple parties working together, including local communities, employees and management. The Province hopes Catalyst continues to be a major employer in British Columbia and we continue to work with communities to help facilitate job creation and investment opportunities. A number of Regional Economic Forums have already taken place to help remove barriers to investment and bring in opportunities for economic diversity and job growth in the regions.

Thank you for taking the time to write and express your concerns.

Sincerely,

A handwritten signature in cursive script that reads "Pat Bell".

Pat Bell  
Minister

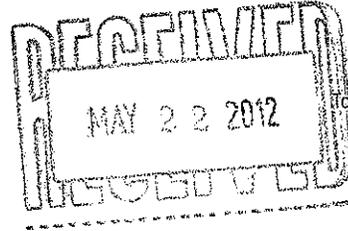


# Thompson-Nicola Regional District

300 - 465 Victoria Street  
Kamloops, British Columbia  
Canada V2C 2A9  
Tel. (250) 377-8673  
Fax. (250) 372-5048  
Toll Free in BC: 1-877-377-8673  
Email: admin@tnrd.bc.ca  
Website: www.tnrd.bc.ca

Department:

May 10, 2012



Board of Directors  
North Okanagan Regional District  
9848 Aberdeen Road  
Coldstream, BC V1B 2K9

To the North Okanagan Regional District Board of Directors:

Re: Annexation Impact Study

Upon receiving the letter dated March 12, 2012 re: *Annexation Impact Study – Funding Request* from the North Okanagan Regional District, the Thompson-Nicola Regional District's Board of Directors reviewed the letter and corresponding impact study.

The Thompson-Nicola Regional District Board of Directors passed a resolution recommending that "a letter be written to the North Okanagan Regional District with a copy sent to all regional districts and the Minister of Community, Sport and Cultural Development, that the Annexation Impact Study be referred to the Ministry of Community, Sport, and Cultural Development requesting that the Ministry fund the study and suggest that NORD refer the matter to UBCM for further consideration."

The Board discussion centered around the fact that this study is of importance to all regional districts in British Columbia and accordingly should be funded at the Provincial level by the Ministry of Community, Sport and Cultural Development.

Thank you for considering the TNRD Board of Director's resolution, and we look forward to continuing our positive working relationship with your regional district.

Yours truly

Chair Randy Murray  
Thompson-Nicola Regional District

cc: Alberni-Clayoquot Regional District

**MUNICIPALITIES:** Ashcroft, Barriere,  
Cache Creek, Chase, Clearwater,  
Clinton, Kamloops, Logan Lake,  
Sun Peaks, Lytton, Merritt  
**ELECTORAL AREAS:** 7, 9, "B" "E" "I" "J"  
"L" "M" "N" "O" "P"

Bulkley-Nechako Regional District  
Capital Regional District  
Cariboo Regional District  
Central Coast Regional District  
Central Kootenay Regional District  
Central Okanagan Regional District  
Columbia-Shuswap Regional District  
Comox Valley Regional District  
East Kootenay Regional District  
Fraser Valley Regional District  
Fraser-Fort George Regional District  
Islands Trust  
Metro Vancouver Regional District  
Kitimat – Stikine Regional District  
Kootenay Boundary Regional District  
Mount Waddington Regional District  
Nanaimo Regional District  
Okanagan Similkameen Regional District  
Peace River Regional District  
Powell River Regional District  
Skeena – Queen Charlotte Regional District  
Squamish – Lillooet Regional District  
Strathcona Regional District  
Sunshine Coast Regional District



File: 5280-01

May 16, 2012

THE CORPORATION OF THE CITY OF VERNON

Mr. Charles Reid, President & CEO (Acting)  
BC Hydro  
6911 Southpoint Drive  
Burnaby BC V3N 4X8

CITY OF VERNON, BRITISH COLUMBIA V1T 5E6  
TELEPHONE (250) 545-1361 FAX (250) 545-4048

OFFICE OF THE MAYOR

Dear Mr. Reid;

**RE: OPTIONAL REFUSAL OF SMART METER INSTALLATION**

After receiving several delegations regarding the captioned issue, which included submissions from concerned citizens, BC Hydro, and Interior Health, Council for the City of Vernon adopted the following resolution at their Regular Open Meeting held May 14, 2012:

*"THAT Council directs staff to forward a letter to BC Hydro in support of optional refusal of installation of wireless smart meters for citizens of British Columbia;*

*AND FURTHER, that BC Hydro be requested to present this 'Option for Refusal' to the BC Utilities Commission for consideration;*

*AND FURTHER, that the letter be copied to the Premier and all UBCM Member Municipalities.*

**CARRIED."**

Council believes that citizens should have the right to choose whether or not to opt into the use of this technology, particularly if they are willing to bear any additional cost which may be related to that choice. We thank you for your consideration of this important matter, and would appreciate your efforts to implementing this option.

Sincerely,

Rob Sawatzky  
Mayor

cc: The Honourable Christy Clark, Premier  
UBCM Member Municipalities  
Mr. D. Sharman, Manager Community Relations, Thompson/Okanagan Region  
Mr. G. Baytalan, Environmental Health Officer, Interior Health Authority  
Messrs. Mike Pearson & Werner Hoffelinck representing 'Citizens for Safe Technology'



## Tracy Bond

---

**Subject:** FW: Tsunami Debris Coordinating Committee Update

*May 30, 2012*

Glenn Wong  
Chairperson  
Alberni-Clayoquot Regional District  
Email: [chairperson@acrd.bc.ca](mailto:chairperson@acrd.bc.ca)

Dear Glenn Wong:

I am writing to you in my capacity as the British Columbia (BC) Co-Chair of the Tsunami Debris Coordinating Committee to update you on planning for the anticipated arrival of this debris.

As you may know, on March 11, 2011, a magnitude 9.0 earthquake struck Japan and the ensuing tsunami claimed more than 15,000 lives and damaged more than 100,000 buildings. The tsunami washed an estimated 5 million tonnes of debris into the sea. It is estimated that 70 per cent sank off the coast of Japan, leaving approximately 1.5 million tonnes floating in the Pacific Ocean. The debris is comprised of wood, plastics and other buoyant materials. Based on modelling of ocean currents, some quantity of that material is expected to wash up on the western coastline of North America over the next few years.

While the debris presents a significant planning challenge, our best scientific experts have determined it is unlikely any of the debris that washes up on BC shores will pose a significant environmental or public health risk. Nevertheless, senior governments along North America's west coast have begun joint planning to deal with debris, establish protocols for handling any items of significance that may wash ashore and develop contingency plans in the event of hazardous debris.

In British Columbia, we have established a Tsunami Debris Coordinating Committee (TDC), whose role is to bring together the various levels of government and key interest groups in a coordinated response to the debris. The TDC, which is meeting regularly, is co-chaired by me, representing the Province of BC, and Mr. Paul Kluckner, Regional Director General, Environment Canada, representing Canada.

The TDC oversees the activities of four subcommittees (Science and Monitoring, Debris Management Planning, Communications, and Intergovernmental Relations), which have been tasked with building the knowledge base, partnerships and plans necessary to respond to debris as it arrives. Membership is broad, and includes:

- BC Government representatives from the Ministries of Environment; Forests, Lands and Natural Resource Operations; Health; Aboriginal Relations and Reconciliation; Community, Sport and Cultural Development; Transportation and Infrastructure; and Justice and Attorney General (Emergency Management BC).
- Federal representatives from Environment Canada, Public Safety Canada, Fisheries and Oceans Canada, Parks Canada, Canadian Coast Guard, and Transport Canada.
- The Union of BC Municipalities.
- The Vancouver Aquarium (organizer of the Great Canadian Shoreline Cleanup) and Surfriders.

The TDC is currently exploring ways to engage with coastal First Nations and will work in the coming weeks to advance this goal.

### **Science and Monitoring Team**

Responsible for advising the TDC on the amount, nature and timing of the arriving debris, this team works in close partnership with the U.S. National Oceanographic and Atmospheric Administration (NOAA). Due to their extensive expertise in modelling related to marine debris, staff at NOAA have become engaged with this group and are included in its membership. In keeping with this partnership, an agreement has been established with NOAA to have Canadian debris sightings reported through NOAA's website at [www.marinedebris.noaa.gov/info/japanfaqs.html](http://www.marinedebris.noaa.gov/info/japanfaqs.html).

BC Parks is in the process of establishing baseline debris monitoring sites in four locations; Parks Canada is prepared to assist on Gwaii Haanas and Pacific Rim National Park. BC Parks sites will use NOAA monitoring protocols to ensure there is a consistent data set across the Pacific Northwest. BC will also be collaborating with volunteer groups that use the NOAA monitoring protocol to broaden the scope of monitoring coverage in the province.

The radiation issue has been discussed and evaluated. There is a consensus among participants, including related experts, that there is no radiation threat. The Parks sampling sites may also be used for radioactivity testing to verify these expert opinions and to further our understanding.

A number of opportunities to partner with external stakeholders on tracking and reporting on debris are also being considered.

### **Debris Management Planning Team**

Drawing on existing planning expertise available for emergency response, this committee has been tasked with reviewing existing planning for marine debris management and making recommendations to TDC regarding the form and content of a Tsunami Debris response plan, including protocols for safe handling of various wastes.

This group will also be responsible for recommending options for safe debris disposal.

A roles and responsibilities document is currently being drafted that will seek to clarify authorities and accountabilities of the various partners. Once complete, the next step is to gather and communicate broadly the protocols for dealing with all types of debris. While many of these already exist, it is important they be scalable to ensure they can respond to a range of debris volume scenarios. Additional considerations for these protocols are:

- Establishing volunteer guidelines;
- Working in consultation with the Japanese consulate on sensitive debris finds;
- Considering the handling of hazardous materials; and
- Recognizing the need for early identification of waste storage and disposal capacity.

In general, we encourage everyone to dispose of beach debris in the nearest receptacle unless it is an item that appears to have personal or cultural significance, is large or is considered hazardous.

### **Communications Team**

In support of public outreach on the tsunami debris issue, this group has established a BC Tsunami Debris website hosted by the Ministry of Environment where the TDC will provide regular updates ([www.tsunamidebrisbc.ca](http://www.tsunamidebrisbc.ca)).

As well, the following communication and outreach steps are being taken:

- Federal agencies (DFO, CCG) will be extending outreach to mariners as part of tracking/early warning of debris.
- Communication of response protocols will occur once they are available from the planning team.

- Consideration is also being given to other outreach activities, including looking at opportunities to engage with local communities.

### **Intergovernmental Relations**

Consideration has been given to the interests of Japan should significant debris wash-up on the BC coast, and the Province has made agreements and commitments through the Pacific Coast Collaborative. These commitments centre on joint communications, volunteer protocols and information sharing.

Team members participate on regular bi-weekly updates from NOAA; these calls summarize the latest news related to tsunami debris in the Pacific Northwest.

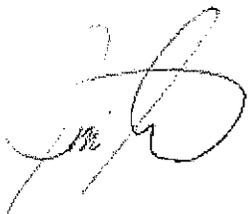
No one agency or group has the sole responsibility or jurisdiction for responding to this challenge. It will require the resources and collaborative efforts of all. Local governments and First Nations will be key partners, both in managing any debris that washes ashore along BC's coast and in ensuring the community has accurate information. Volunteer groups, many with a long history of beach clean-up activities, will continue to be an important part of keeping our beaches clean. And the senior levels of government, through the TDC, will continue to foster this cooperation. We are intent on having formal plans together soon, well ahead of the arrival of the bulk of the debris.

In the meantime, we would like to draw your attention to the public information sheet (which I will send momentarily under separate cover) on what to do if you find tsunami debris and online resources where you can find up-to-date information on tsunami debris tracking and planning activities.

- A Japanese tsunami joint information centre website has been established by the Pacific Coast Collaborative to serve as a multi-agency public information and education site. This site includes a link to the NOAA website, which contains detailed modeling of the debris field and projections for when it may reach the west coast: [www.disasterdebris.wordpress.com/](http://www.disasterdebris.wordpress.com/).
- The BC Ministry of Environment information page provides local updates and answers common questions: [www.tsunamidebrisbc.ca](http://www.tsunamidebrisbc.ca).

I encourage you to refer to the resources above and to check our website regularly for updates. If you would like to speak with me in my capacity as co-chair of the Tsunami Debris Coordination Committee, I can be reached at 250 387-1288 or at [Jim.Standen@gov.bc.ca](mailto:Jim.Standen@gov.bc.ca).

Regards,



Jim Standen  
Co-Chair, Tsunami Debris Coordinating Committee  
Assistant Deputy Minister, Environmental Protection Division  
Ministry of Environment

cc: Paul Kluckner, Regional Director General, Environment Canada



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## What to do if you find tsunami debris

Every year, marine debris from a number of sources washes up on coastlines around the world. Along with impacting tens of thousands of lives, the earthquake and tsunami that struck Japan in March 2011 also washed debris into the Pacific Ocean. While much of it quickly sank, over the next few years some debris will arrive on B.C.'s coast. There were initial reports of a debris field, but by now ocean currents will have broken it up into smaller, separate pieces of debris. It is unlikely that any debris washing up on B.C. shores will pose a significant environmental or public health risk. In general, report debris that can be attributed to the Japanese tsunami to [DisasterDebris@noaa.gov](mailto:DisasterDebris@noaa.gov).

**Be Safe:** If you don't know what it is, don't touch it. If the item appears to pose an immediate life safety risk, call 911 or your local police. If the item appears to be hazardous but does not pose an immediate risk, report it to the provincial spill reporting line provided under 'Hazardous materials' below.

**Litter and other typical marine debris:** Where it's safe and practical to do so, consider removing litter and recycling any plastics or metals. Removal of large items or personal possessions should be done only in consultation with land managers or responsible agencies. If items can be directly linked to the Japanese Tsunami please report them to [DisasterDebris@noaa.gov](mailto:DisasterDebris@noaa.gov) with as much detail as possible.

**Personal effects or possessions from the Japanese tsunami:** Items that appear to be personal belongings related to the Japanese tsunami should be treated with respect. Report them to [DisasterDebris@noaa.gov](mailto:DisasterDebris@noaa.gov) with as much detail as possible. If it is safe to do so, consider moving the object to a safe location and include this location in the email report.

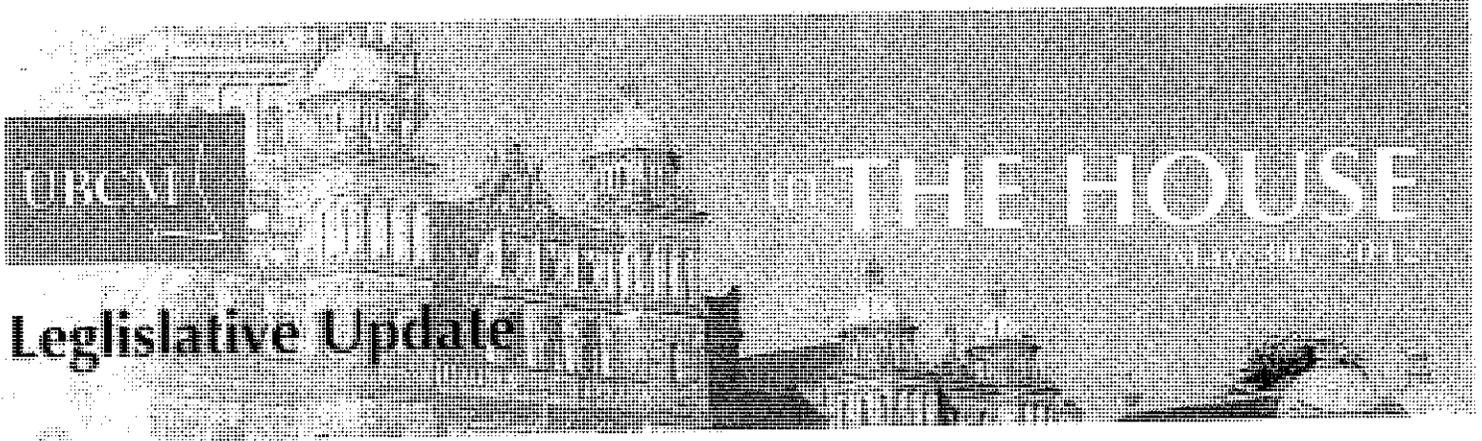
**Hazardous materials:** As the tsunami washed material out to sea before nuclear safety concerns emerged, it is highly unlikely that any items would have been exposed to radiation. In the event that potentially hazardous items such as drums, fuel tanks and containers, gas cans, gas cylinders, or chemical storage totes wash ashore, **do not touch or attempt to move the item.** Ten-inch aluminum insecticide canisters may also be found in high tide zones. **Do not open the cap** since these fumigant canisters may contain small amounts of toxic gas. Call B.C.'s spill reporting line at 1-800-663-3456 with a detailed report of what you've observed.

**Derelict vessel, equipment or cargo from a vessel:** Report it to Transport Canada at 604-775-8867 or by e-mail to [pacnwp-penpac@tc.gc.ca](mailto:pacnwp-penpac@tc.gc.ca). **Do not attempt to move or remove the boat or cargo.**

**Human remains:** It is extremely unlikely any human remains from the tsunami will reach Canada. However, if you encounter any remains, immediately **call 911** or your local police and give authorities a detailed report about what you observed. Do not touch or attempt to move.

More information, including FAQs and information about organized beach clean-up activities, is available on the B.C. Ministry of Environment tsunami debris website at [www.tsunamidebrisbc.ca](http://www.tsunamidebrisbc.ca).





The Spring 2012 sitting of the Legislative Assembly has been especially active, with the provincial government introducing more than 30 pieces of legislation. This includes several omnibus bills, each one proposing amendments to a range of statutes.

Three recent editions of *In The House*, distributed to the UBCM membership in April and May, 2012, have covered the following legislation from the Spring 2012 sitting: Bills 8, 20, 24, 25, 26, 28, 30, 34, 47, 50, 51, and 52.

Complementing the three editions mentioned above, this edition of *In The House* explores additional provincial legislation from Spring 2012 that may affect or be of interest to local governments.

#### **Bill 37 Animal Health Act, 2012**

Introduced: April 30

This Bill repeals and replaces the *Animal Disease Control Act*, the *Fur Farm Act* and the *Game Farm Act*, and replaces the *Bee Act*.

- harmonizes licence, permit and registration schemes;
- harmonizes enforcement mechanisms and offence and penalty schemes, including administrative penalties;
- requires persons responsible for animals to:
  - prevent the presence, transmission and spread of transmissible disease, environmental toxins and organisms that cause infestations;
  - protect public health in relation to diseases that are or may be transmissible from animals to humans;
- sets out authority for the collection, use and disclosure of information, including personal information;
- provides for establishment of a system to track the transport of animals, animal products and byproducts;
- strengthens powers to prevent, control and eradicate diseases and address other animal health issues; and
- provides powers to act in emergency situations.

#### **Bill 38 Pension Benefits Standards Act, 2012**

Introduced: April 30

This Bill repeals and replaces the *Pension Benefits Standards Act*, modernizing pension law and harmonizing BC's pension legislation with that of Alberta.

- provides for immediate vesting of members' pension rights;
- provides for more flexible pension plan structures in addition to defined benefit plans and defined contribution plans;

- requires that plan administrators ensure that plans have governance policies and, for defined benefit plans or target benefit plans, funding policies;
- enhances disclosure requirements;
- clarifies the roles and responsibilities of administrators, participating employers and fund holders;
- creates uniformity and certainty in relation to the content of plan documents;
- allows members to suspend membership in a plan;
- provides for administrative penalties for non-compliance;
- distinguishes between collectively bargained multi-employer plans and non-collectively bargained multi-employer plans and between actuarial excess and surplus;
- enables former plan members to access locked-in funds in circumstances of financial hardship;
- allows administrators to establish solvency reserve accounts;
- empowers the superintendent to appoint a plan administrator or designate an actuary;
- permits refunds of optional ancillary contributions;
- allows plans with no active members to continue with the superintendent's consent;
- permits plans to force out small accounts;
- allows deferred members and, in prescribed circumstances, retired members to select portability options on plan termination;
- establishes a framework for jointly sponsored pension plans; and
- establishes a new framework for the regulation of multi-jurisdictional pension plans.

**Bill 39 Emergency Intervention Disclosure Act, 2012**

Introduced: April 30

In specified circumstances, this Bill authorizes individuals who have come into contact with a bodily substance of another individual, to apply to the Provincial Court for a testing order requiring the other individual to be tested for a prescribed communicable disease. The individual may apply to the court for a testing order if contact with a bodily substance of another individual occurred in any of the following circumstances:

- (a) while providing emergency health services;
- (b) while performing duties as a firefighter, emergency medical assistant or peace officer; or
- (c) while being involved in a prescribed circumstance or while carrying out a prescribed activity.

**Bill 41 Miscellaneous Statutes Amendment Act (No. 2), 2012**

Introduced: May 1

This legislation proposes amendments to several Acts of interest to local government.

*Greater Vancouver Sewerage & Drainage District Act*

Provides for membership of Tsawwassen First Nation in the Greater Vancouver Sewerage & Drainage District.

*Local Government Act*

Provides for the incorporation of a new mountain resort municipality whether or not there are residents in the area.

*Liquor Control & Licensing Act*

Provides information and requirements pertaining to the sale and serving of liquor at catered events and residential events. Describes how the provisions of the Act apply to catered events:

- requires catering managers and staff to complete a prescribed training program before being allowed to sell or serve liquor at a catered event.
- extends to catered events the general manager's powers to protect public safety;
- impose temporary suspensions and closures; and impose limitations and restrictions on entertainment.
- ensures that officers or agents of caterers are subject to the same liability as are officers or agents of other licensees.
- authorizes the Lieutenant Governor in Council to make regulations respecting caterers, catered events and residential events.
- sets out the circumstances within which liquor may be sold and served at catered events and residential events;
- applies the provisions of the Act and regulations relating to establishments to the sites of catered events except in specified or prescribed situations;
- provides for the application for and provision of catering licences and endorsements; and
- authorizes the general manager to impose terms and conditions on, and cancel, catering authorizations.

*Land Title Act*

Provides that party wall agreements may be registered against adjoining parcels and that certain provisions of those agreements run with and bind adjoining parcels. A party wall is a shared supporting wall in a building or between two adjoining buildings, situated on the common boundary shared by adjoining parcels. A party wall agreement may establish covenants pertaining to the party wall, including but not limited to alteration, repair and maintenance, decoration, inspection, and insurance.

*Wildfire Act*

Provides statutory immunity to employees and other specified individuals who exercise powers or perform duties and functions under the Act.

*Police Act*

Provides clarification of selected policy and operational aspects of the independent investigations office (IIO):

- clarifies eligibility criteria for potential IIO investigators;
- obligates officers to cooperate fully with IIO staff in all IIO investigations;
- specifies that a statement made by an officer during an IIO investigation is inadmissible in any related civil proceeding against the officer;
- authorizes the chief civilian director to provide the public with information about IIO investigations;
- authorizes the director of police services to determine standards for:
  - cooperation between the IIO and other police and law enforcement agencies in relation to IIO investigations;

- cooperation and coordination among the provincial police force (RCMP), municipal police departments and designated policing units for serious crimes investigations; and
- when the outcome of a complaint or investigation is that the complaint is withdrawn, the investigation is discontinued or no disciplinary or corrective measures are imposed, requires removal of related records from a municipal police officer's service record of discipline.

**Bill 43 FNCIDA Implementation Act, 2012**

Introduced: May 3

This Bill complements the federal *First Nations Commercial & Industrial Development Act, 2005* (FNCIDA). Both the federal legislation and the provincial Bill aim to address the regulatory gap that arises around large-scale, complex commercial and industrial development projects on reserve, where the provincial regulatory regime does not apply to reserve land, and there are no equivalent federal regulations.

Through specific agreements with First Nations, Bill 43 will allow provincial laws and regulations to apply to commercial and industrial projects on federal reserve lands. The point is to ensure that an appropriate regulatory environment is in place to guide such economic development.

The First Nations Relations Committee is monitoring the implications of Bill 43 in the local government context.

**Bill 53 Family Day Act, 2012**

Introduced: May 8

This Bill establishes a new holiday, to be observed as "Family Day" on the day prescribed by the Lieutenant Governor in Council.

**Bill 54 Provincial Sales Tax Act, 2012**

Introduced: May 14

Effective April 1, 2013, this Bill imposes tax at various rates on the following:

- purchases or leases of tangible personal property;
- tangible personal property brought, sent into, or delivered in BC;
- tangible personal property used in BC; and
- purchases of software, accommodation, legal services, telecommunication services, and services provided in relation to tangible personal property.

The Bill also provides for tax exemptions and refunds, and establishes systems for administration, enforcement and appeals.

Of particular interest to local government is the provision for designated accommodation areas, within which an additional accommodation tax of up to 2% may be levied on the purchase of accommodation. This provision is dealt with in s. 123-125 of the Bill.

## Highlights of the May 16 - 18 Executive Meeting

The spring meeting is the third meeting of the year for Executive members. The meeting was held in Victoria and Executive members had an opportunity to undertake provincial government outreach efforts. Executive members met with the Minister of Community, Sport and Cultural Development, the Honourable Ida Chong and Committee members also met with several cabinet ministers including the Minister of Environment, Hon. Terry Lake; Minister of Justice and Attorney General, Hon. Shirley Bond; Minister of Forests, Lands and Natural Resource Operations, Hon. Steve Thomson; Minister of Jobs, Tourism and Innovation, Hon. Pat Bell; Minister of Children and Family Development, Hon. Mary McNeil; and the Minister of Aboriginal Relations and Reconciliation, Hon. Mary Polak.

In conjunction with the quarterly board meeting and cabinet minister meetings, seven committees also met over the two-day period. As well, the Executive had an opportunity to meet with Dale Wall in his capacity as an adjunct member to the provincial government's Expert Panel on Taxation.

### GENERAL EXECUTIVE DECISIONS:

- received several reports on local government

finance, revenue and taxation, including an update on the **Industrial Taxation Review**, Minister Falcon's **Expert Panel on Tax**, and the Ministry of Community, Sport and Cultural Development's **internal review of local government revenues**; as well as a staff review of the current literature in relation to local government finance and tax. In response to these reports, Executive endorsed a number of recommendations which:

- provided direction on a presentation to the Expert Panel on Tax;
- provided direction on the rollout of an independent study of the effect municipal taxation of industrial properties has on significant business decisions of these enterprises; and
- formed a Local Government Finance Committee.
- confirmed assistance in the **legal appeal** of the Neskonlith Indian Band v. Salmon Arm.
- appointed **Councillor Sav Dhaliwal** to the BC Hydro Energy Conservation and Efficiency Advisory Committee; **Mayor John Dooley** to Fortis BC's Resource Planning Advisory Group; **Mayor Mike Bernier** to the PRIME BC board of directors; and confirmed the appointment of the Chief Administrative Officer of the Greater Vancouver RD to the Gas Tax Management Committee.

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## WELCOME TO UBCM'S NEWEST MEMBER!

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The Executive is pleased to welcome the Uchucklesaht Government to the UBCM. The Uchucklesaht is one of the members of the Maa-Nulth First Nation. We wish to welcome Chief Councillor Charlie Cootes and fellow councillors to the UBCM.

- declined a funding request from RD North Okanagan to support its annexation studies as UBCM does not have a funding program to support such requests.
- received correspondence from the Minister of Justice seeking UBCM input on the Province's work to develop a strategic plan for policing in BC (*see recommendation from Community Safety Committee*).
- received reports on the highlights of the February 21, 2012 provincial budget and March 29, 2012 federal budget.
- received a report on new provincial legislation of interest to local governments.
- received a report confirming receipt of all **provincial responses** to UBCM's 2011 resolutions, with a detailed analysis of the provincial responses proposing direction and action in follow up to the responses. All responses have been posted to the UBCM website at [ubcm.ca](http://ubcm.ca) under Resolutions & Policy > Resolutions > Resolutions & Responses.
- received a report on a variety of policy matters and resolved to:
  - provide input into the development of the **Off Road Vehicle** management framework through the two established working groups and report back to the Executive as required.
- continue to participate in the Strategic Advisory Group and work on the development of the **Natural Resource Roads Act**.
- provide Transport Canada with a copy of the UBCM survey results and continue to participate in the working group on **Derelict Vessels**.
- monitor the implementation of the new **Land Title Survey Authority's** e-filing process.
- monitor the implementation of the regulatory ban on **Indoor Tanning** salons.
- monitor the implementation of the **Auditor General for Local Government**.
- received a status report on Victoria Operations including the current provincially funded programs administered by UBCM under the **Local Government Program Services, and the Gas Tax / Public Transit Programs**.
- received a report from staff on activities since the last meeting as well as the financial statements to end of April 2012.

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## COMMITTEE REPORTS

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### PRESIDENTS

The Committee provided an overview of the issues discussed at the meeting including: updates on the member services program and group benefits program; discussed options for redesigning the UBCM newsletter; welcoming of new staff member Kathleen Spalek, Manager of Finance and Corporate Operations and returning staff member, Angela Turner, Policy Analyst and Convention Coordinator. The Committee also confirmed the 2012 Excellence Awards Program;

discussed a request from Metro Vancouver to appoint a member of their Aboriginal Relations Committee to the UBCM's First Nations Relations Committee; and considered the President's report on intergovernmental relations.

The following recommendations were presented and endorsed by the Executive:

- support development of an electronic newsletter to replace the existing paper-based quarterly distribution.

- confirm the 2012 Partnerships Category for the 2012 Excellence Awards Program and support the request by the UBCM/Provincial Green Communities Committee to add and sponsor a sub-category for the Leadership and Innovation Category recognizing climate action success stories.
- approve the appointment of the Chair or Vice-Chair of Metro Vancouver's Aboriginal Relations Committee to the UBCM First Nations Relations Committee.

### CONVENTION

The Committee reported out on a variety of Convention details, such as banquet entertainment and keynote speaker options, catering plans and accommodations. The following recommendations were endorsed by the UBCM Executive:

- hire a classical group to provide background music at the banquet.
- invite Anna Maria Tremonti, Host of CBC Radio One's *The Current*, to provide the keynote presentation.
- invite Steve Patterson, host of CBC Radio One's *The Debaters*, to provide banquet entertainment.
- make available wireless internet on a fee-for-service basis to Convention delegates who wish to order it independently.

### ENVIRONMENT

The Committee presented its report to the Executive. The Committee met with the Honourable Terry Lake, Minister of Environment and discussed the *Water Act* Modernization process; the federal C-38 Budget Implementation Bill; climate action; and packaging and printed paper product stewardship.

A delegation was also received from the Ministry of Environment on the Status of the *Water Act* Modernization process. The Committee also received reports on the Collaborative Watershed Governance Accord, referred resolutions from the 2011 Annual Convention, and the status of the UBCM Packaging and Printed Paper Working Group.

The Committee made the following recommendations:

- for referred resolutions, take no further action on resolutions 2011-B128 and 2011-B131, and for resolution 2011-B172, UBCM consult with the Province on whether the coal industry will be captured under the proposed cap and trade system.
- submit the draft Collaborative Watershed Governance Accord for BC to the UBCM membership for review prior to, and consideration at, the next UBCM Convention.

### FIRST NATIONS RELATIONS

The Committee reported that it met with the Honourable Mary Polak, Minister of Aboriginal Relations and Reconciliation (MARR). Members discussed renewal of the 2008 MOU on the New Relationship, local government concerns with the Additions to Reserve Policy, the status of the report by Special Advisor Jim Lornie regarding BC treaty negotiations, impacts of Bill 43 – FNCIDA Implementation Act, and challenges regarding limited TAC funding. Correspondence was also received from Metro Vancouver's Aboriginal Relations Committee with respect to their new structure and appointments as well as endorsement and confirmation of a number of policy papers previously presented by LMTAC. The Committee also discussed the request from Metro Vancouver to appoint a member of their Committee to the UBCM First Nations Relations Committee.

The Committee made the following recommendations which were endorsed by the Executive:

- continue to work with MARR staff on completing amendments to the 2008 MOU with the goal of finalizing and signing the renewed MOU at Convention.
- continue to monitor the progress of the FNCIDA legislation.

## HEALTHY COMMUNITIES

The Committee provided an overview of the issues discussed. A delegation was received from the Ministry of Children and Family Development to discuss the regional community poverty reduction strategy. The Committee also received reports on the Healthy Families BC Communities Initiative; the Health Officers Council meeting; the Emergency Medical Assistants Education Fund; activities of the BC Healthy Living Alliance; and the Local Government Program Services.

The Committee made the following recommendations which were endorsed by the Executive:

- continue to support the development and implementation of the Regional Community Poverty Reduction Strategy through participation on the Provincial Steering Committee.
- continue to work with the Ministry of Health on the development and implementation of the Healthy Families BC Communities initiative.

## COMMUNITY ECONOMIC DEVELOPMENT

The Committee provided an overview of its meetings with the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations and Honourable Pat Bell, Minister of Jobs, Tourism and Innovation. A meeting was

held with both ministers to discuss the recently established Special Committee of Timber Supply in Areas Impacted by the Mountain Pine Beetle which will make recommendations with respect to mid-term timber supply. The Committee also discussed the Off Road Vehicle Management Framework; Natural Resource Roads Act; resource revenue sharing and aquaculture with Minister Thomson; and with Minister Bell addressed tourism, CETA and economic development initiatives of interest to local governments.

The Committee also considered reports on changes to federal *Fisheries Act*; 2011 referred resolutions; responses to CED related 2011 resolutions and various information matters.

The Committee put forward recommendations which were endorsed by the Executive, on two referred resolutions:

2011-B166 Allocation of Pacific Halibut to Sport Fishing Sector

Endorse the proposed amendment:

*THEREFORE BE IT RESOLVED that UBCM lobby the provincial and federal governments to support both the commercial fishing industry and the sports fishing industry equitably as they are both critical economic generators for residents within the province;*

*AND BE IT FURTHER RESOLVED that DFO undertake further research and analysis on the pacific halibut fishery with a view to ensuring that the right balance between the sectors is achieved while maintaining the sustainability of the fishery.*

2011-B100 - Consultation with Local Government on Resource Management

*That UBCM continue to monitor the developments related to the Coastal Community Network (CCN) and until it is clear what the*

*mandate and membership will be for the association, UBCM is not willing to undertake any specific obligations or commitments.*

## COMMUNITY SAFETY

The Committee provided an overview of the issues discussed. The Committee met with the Honourable Shirley Bond, Minister of Justice and Attorney General and discussed the new *Limitation Act*, which reduced local government liability; the status of the RCMP contract; the review of the justice system; and the commencement of the BC Policing Plan roundtables. The Committee also met with Clayton Pecknold, Assistant Deputy Minister and Director of Police Services, Ministry of Justice and Attorney General and Trudy Rotgans, Executive Director, Building and Safety Standards Branch, Office of Housing and Construction Standards, Ministry of Energy and Mines and Minister Responsible for Housing.

The Committee discussed the changes to the building regulatory system proposed by the Province and the impact that the changes may have in the following areas:

- local autonomy – one size fits all approach: concern that the proposed changes undermine local government efforts to respond to community needs;
- third party audits – mandatory bylaw inspection: concern as to the intent of the audit process;
- liability – need to address local government concerns regarding “joint and several liability”;
- mandatory building inspection standards – training costs to local government of meeting mandatory standards;
- financial costs - concern about the impact of the new “Provincial building tax” levy on development and the cost of reviewing local government bylaws to ensure that they do

not contain “technical building standards” which would be in contravention of the new provincial mandate.

The Committee reviewed information related to the RCMP contract, justice reform study, BC Policing plan, decriminalization/legalization of marijuana, diking policy and liquor policy.

The following Committee recommendations were endorsed:

- request a delay in introducing the legislation required to undertake the measures outlined in the modernization of the building code, particularly as it relates to changes to the Community Charter, until we have had an opportunity to consult with local government at the 2012 UBCM Convention.
- seek member input and prepare a policy paper on Modernizing the Building Regulatory Process for the 2012 UBCM Convention for consideration by the membership.
- request that a workshop on Modernizing the Building Regulatory Process be considered for the 2012 UBCM Convention to discuss the implications of the policy changes being proposed by the Province.
- request that a panel discussion regarding the decriminalization/legalization of marijuana be considered for the 2012 UBCM Convention.
- request that the Province continue to work with Central Kootenay Regional District to address the issues it faces with orphan dikes.
- write the Minister of Forests, Lands and Natural Resource Operations indicating interest in creating a committee to explore solutions to the diking issues facing local governments, provided resources can be identified to address some of the ongoing problems.
- request that a workshop be considered for the 2012 UBCM Convention to provide local government input into the BC Policing Plan.

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## MEETING WITH HON. IDA CHONG, MINISTER OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT

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The Minister, along with senior Ministry staff attended the meeting and discussed the following matters.

### INTERNAL MINISTRY REVIEW ON REVENUE SOURCES/EXPERT PANEL ON TAXATION

The Minister provided an update on the internal review that is being undertaken by her ministry on revenue sources received by local governments (i.e. grants, funding programs). She indicated that this review would be complete by the end of June, and that the results would be conveyed to the Expert Panel on Taxation.

She advised that much of the focus of the Expert Panel to date has been on the transition back to the PST from the HST.

### E BUSINESS INITIATIVE

The Minister advised that provincial staff are undertaking a review of existing legal requirements that might be amended to permit local governments to move to an electronic business format. It was noted that moving to an e-business format would save local governments' costs (ie mailing). The Minister advised that she would report back to the Executive on this initiative.

### LEGISLATIVE UPDATE

The Minister provided an update on key pieces of legislation that have been introduced into the House:

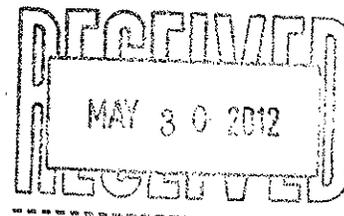
- *Bill 50-Athletic Commission Act* - establishes a provincial athletic commission that will provide oversight and regulatory authority over specific types of athletic events.
- *Bill 41 – Miscellaneous Statutes Amendment Act*
  - proposes amendments to a number of pieces of legislation to provide for: permitting Tsawassen First Nation membership in the Greater Vancouver Sewerage and Drainage District; provisions for incorporation of new mountain resort municipalities; as well as sale and serving of liquor at catered and residential events.
- *Bill 25 – Regional District Amendments* - permits a regional district board with the authority to appoint an alternate electoral area director if an electoral area director declines to appoint an alternate.

### 2012 UBCM CONVENTION

The Minister noted the upcoming Convention and offered her Ministry's assistance in coordinating sessions and other elements where the Province would have a role to play.

May 28, 2012

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



Dear Chair Glenn Wong and Board,

I would like to introduce you to BC Ideas, a province-wide effort to build stronger British Columbia communities. BC Ideas, which launched on May 16, is an online collaborative competition asking British Columbians to submit ideas that address the health, social and environmental challenges facing their communities.

The concept for BC Ideas was announced by Premier Christy Clark in November following the preliminary recommendations from the B.C. Social Innovation Council. The final report from the Council, which is available at [socialinnovationbc.ca](http://socialinnovationbc.ca), recommended BC Ideas as a way to identify, develop and refine community-driven solutions to tackle pressing social challenges.

I am writing to you on behalf of more than 15 community-based organizations supporting BC Ideas. We are part of a growing network of organizations in B.C. that value social innovation and community engagement as essential tools for strengthening communities. We have enclosed an overview of BC Ideas, along with activities and tools you can use to directly engage your community members to discover homegrown innovations.

We hope you will join us and demonstrate your support for social innovation in B.C. If you would like further information on BC Ideas, please visit [bcideas.ca](http://bcideas.ca) or contact me directly at 778.327.5161.

Yours sincerely,

Bruce Dewar  
Chief Executive Officer  
LIFT Philanthropy Partners  
(on behalf of the BC Ideas partners)

(Enclosure)



## **BC Ideas**

BC Ideas is an online collaborative competition that asks British Columbians to submit ideas that address the health, social and environmental challenges facing their communities. The competition is open to all British Columbians and will provide a total of more than \$100,000 to the most innovative solutions.

BC Ideas gives British Columbians a platform to share their ideas for social innovation, and provides an opportunity to discover which issues are most important to them. BC Ideas will identify, develop and refine community-driven solutions, ranging from concepts to established programs, to tackle pressing social challenges. At [bcideas.ca](http://bcideas.ca), participants will gain profile for their entries, receive feedback from experts, and attract funding to turn their ideas into action.

BC Ideas is supported by a growing partnership of leading organizations in B.C. who value social innovation and community engagement as essential tools for building communities. This partnership includes representatives from numerous sectors, including social, not-for-profit, business, education, government and others. BC Ideas offers a unique opportunity to directly engage community members in finding innovative solutions to make communities stronger.

### **Funding opportunities**

BC Ideas will invest more than \$100,000 directly in social innovations. All entries are evaluated against the competition's criteria of innovation, social impact and sustainability. Participants will have access to several funding opportunities including:

- **Three People's Choice investments of \$15,000 each**  
A panel of five judges will select 12 finalists. Three People's Choice winners are selected from these finalists via open voting at [bcideas.ca](http://bcideas.ca). Through this online voting process, British Columbians will identify the three ideas that are most important to them.
- **Additional competition investments of \$10-15,000 each**  
Additional investments, totaling more than \$55,000, will be awarded to entries that best match individual investor's sector-specific criteria, in addition to the competition criteria of innovation, social impact and sustainability.

Additional information on funding opportunities is available at [bcideas.ca](http://bcideas.ca).

### **Community-sourced solutions**

BC Ideas offers a unique opportunity to directly engage British Columbians in finding innovative solutions to strengthen their communities. BC Ideas aims to advance social innovation in B.C. by identifying promising solutions, establishing new partnerships, and scaling effective innovations throughout B.C. BC Ideas will explore how communities, businesses and governments can work together to solve B.C.'s toughest social challenges.

Join our community of action at [bcideas.ca](http://bcideas.ca) and help us build stronger B.C. communities!

## BC Ideas community engagement

BC Ideas is supported by a rapidly growing partnership of leading organizations in B.C. that are committed to advancing social innovation. These partners promote and facilitate participation in the competition throughout the province. By engaging this diverse group of organizations, BC Ideas will reach more people and organizations from various sectors and areas of interest across the province.

In addition to the partner promotion, BC Ideas will use online, direct marketing and social media activities to increase participation in the competition. BC Ideas will also build local capacity in 10 B.C. communities by supporting roundtable discussions to encourage and facilitate social innovation with local community and business leaders.

### 10 targeted communities

BC Ideas selected 10 communities to represent B.C.'s diversity in government representation, geographic region and population size:

- Comox
- Kelowna
- Nelson
- Osoyoos
- Powell River
- Prince George
- Queen Charlotte
- Quesnel
- Richmond
- Smithers

In each of these communities, BC Ideas will identify and engage a community champion to lead local promotional activities. Each of these communities will receive tangible support and tools to promote and facilitate engagement in the competition. The community champion will host or participate in a roundtable discussion with local businesses, not-for-profit organizations, community leaders and government representatives on supporting social innovation. The community champions will also participate in a cross-community roundtable to share strategies, successes and challenges with the other targeted communities. The intent is to showcase the targeted communities as active leaders in supporting social innovation through several channels, including [bcideas.ca](http://bcideas.ca), conferences and media promotion.

## Engaging your community with BC Ideas

BC Ideas provides a unique opportunity to directly engage with your community members, hear about issues that are most important to them, and find innovative solutions to make your community stronger. Included below is a list of activities you can use to promote BC Ideas to your community members and engage them in this province-wide effort to support social innovation.

### 1. Join the BC Ideas online community

Go to [bcideas.ca](http://bcideas.ca) and click "join." Create an online profile and join the dialogue. You can provide feedback on entries, suggest ideas for collaboration, and join live online conversations with experts from various fields.

### 2. Nominate innovations

Go to [bcideas.ca](http://bcideas.ca) and nominate social innovations in your community. Your nominee will receive a message from BC Ideas encouraging them to enter the competition to gain attention, expert feedback and access to a \$100,000-investment pool.

### 3. Enter innovations

Go to [bcideas.ca](http://bcideas.ca) and enter an innovative idea that addresses the health, social or environmental challenges facing your community. Your leadership could encourage your community members to participate.

### 4. Share BC Ideas with your community

Share information about BC Ideas with organizations, businesses and others in your community and encourage them to participate. You can email your networks, post updates on your website and social media feeds, and include information in presentations. You could also send a news release to your local media outlets.

### 5. Identify and engage community leaders

Create a list of influential community leaders who span business, education, municipal and regional government, not-for-profit and volunteer sectors. Encourage them to participate in BC Ideas, and promote it to their networks, to demonstrate your community's innovative and entrepreneurial spirit.

### 6. Host at roundtable discussion

Invite community leaders to a discussion on supporting, developing and encouraging social innovation in your community. Ensure cross-sector representation at your roundtable and create an open dialogue to identify barriers to innovation, develop strategies to address them, and discover new collaborations.

**7. Share innovations with media**

Write a letter to the editor of your local newspaper or email a reporter to highlight successful social innovations in your community. Provide information on how this homegrown solution could be expanded to benefit other communities in B.C. You could also consider contributing a blog post to be featured at [bcideas.ca](http://bcideas.ca).

**8. Encourage regional or sector-specific investments**

BC Ideas is sourcing regional and sector-specific investments to encourage participation throughout British Columbia. If you are aware of organizations interested in supporting social innovation, send them to [bcideas.ca](http://bcideas.ca) for information on joining the BC Ideas community.

**9. Connect with us on Twitter**

Join the #BCIdeas conversation on Twitter as the province-wide movement gains momentum. You can also participate in several live Twitter chats throughout the competition. You may also want to follow @changemakers and @liftpartners for ongoing updates.

**10. Share successes with your colleagues**

Keep your colleagues, networks and community informed about local social innovation activities. You will celebrate local successes, and you could also gain insights into new partnerships or other opportunities to further develop local innovations.

Visit [bcideas.ca](http://bcideas.ca) to join the BC Ideas community of action!

**Contact information**

Contact LIFT Philanthropy Partners for more information on BC Ideas community engagement:

Bruce Dewar

Chief Executive Officer

[bdewar@liftpartners.ca](mailto:bdewar@liftpartners.ca)

778.327.5161



May 29, 2012

Chairperson Wong and Regional Directors:

The Alberni Valley Chamber of Commerce, as operators of the regional Visitor Centre, would like to express our gratitude for the \$4,000.00 grant in aid we received for 2012 operations. With the new high-profile building and tight budgets the order of the day, we find we are having to do more with less. Your investment will allow us to better serve the travelling public and our local businesses.

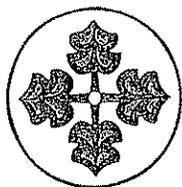
Again, thank you for the investment.

Sincerely,

A handwritten signature in cursive script, which appears to read "Mike Carter".

Mike Carter  
Executive Director,  
Alberni Valley Chamber of Commerce  
On behalf of our board of directors and members





# CITY OF PORT ALBERNI

City Hall  
4850 Argyle Street,  
Port Alberni, B.C. V9Y 1V8  
Telephone: 250-723-2146 Fax: 250-723-1003  
www.portalberni.ca

May 18, 2012

Bev Park, Interim President & CEO  
TimberWest  
Third Floor, 856 Homer Street  
Vancouver, BC V6B 2W5

Dear Ms. Park:

On behalf of Council for the City of Port Alberni, I am writing to discuss your company's activities and operations in the China Creek watershed. As you may have heard, there has been considerable public concern raised recently with regard to timber harvesting and the potential harm to the City's water supply and quality.

We recognize that there has been significant forestry operations in the surrounding watersheds from which we provide local drinking water for many decades without serious incident. However as you know, the Drinking Water Protection Act places an onus on water purveyors to ensure the delivery of potable water to our citizens through a multi-barrier approach which includes protection of the source water quality. With stricter drinking water regulations being required by the Vancouver Island Health Authority we wish to work cooperatively with your company and others operating in the watershed to ensure that we are proactive in reducing risk.

Our Utilities Supervisor and Engineer have identified five points which Council is requesting your support in implementing:

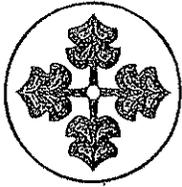
1. Increase logging setbacks from water courses, ditches and lakes and take other road building measures to lessen the turbidity in the water supply.
2. Compliance with more stringent rainfall shut down criteria.
3. Development of a watershed security plan and further signage.
4. Implementation of increased water quality monitoring throughout the watershed.
5. Regular updates throughout the year on logging activities in the watershed and records of culvert inspections.

We feel strongly that these items are reasonable for you to implement in cooperation with our staff for our mutual benefit. To discuss these items further please contact City Engineer, Guy Cicon at 250-720-2838.

Yours truly  
CITY OF PORT ALBERNI

John Douglas  
Mayor

c: Sue Handle, TimberWest



# CITY OF PORT ALBERNI

City Hall  
4850 Argyle Street,  
Port Alberni, B.C. V9Y 1V8  
Telephone: 250-723-2146 Fax: 250-723-1003  
www.portalberni.ca

May 18, 2012

Dominic Gammiero, CEO  
Western Forest Products  
Suite 201 – 495 Dunsmuir Avenue  
Nanaimo BC V9Y 6B9

Dear Mr. Gammiero:

On behalf of Council for the City of Port Alberni, I am writing to discuss your company's activities and operations in the China Creek watershed. As you may have heard, there has been considerable public concern raised recently with regard to timber harvesting and the potential harm to the City's water supply and quality.

We recognize that there has been significant forestry operations in the surrounding watersheds from which we provide local drinking water for many decades without serious incident. However as you know, the Drinking Water Protection Act places an onus on water purveyors to ensure the delivery of potable water to our citizens through a multi-barrier approach which includes protection of the source water quality. With stricter drinking water regulations being required by the Vancouver Island Health Authority we wish to work cooperatively with your company and others operating in the watershed to ensure that we are proactive in reducing risk.

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Yours truly  
CITY OF PORT ALBERNI

  
John Douglas  
Mayor

c: Mackenzie Leine, Western Forest Products



Office of the Mayor

# CITY OF PORT ALBERNI

City Hall  
4850 Argyle Street,  
Port Alberni, B.C. V9Y 1V8  
Telephone: (604) 723-2146 Fax: (604) 723-1003

May 18, 2012

Darshan Sihota, President  
Island Timberlands  
Suite 4fl-65 Front St.  
Nanaimo, BC V9R 5H9

Dear Mr. Sihota:

On behalf of Council for the City of Port Alberni, I am writing to discuss your company's activities and operations in the China Creek watershed. As you are aware, there has been considerable public concern raised recently with regard to timber harvesting and the potential harm to the City's water supply and quality.

We recognize that there has been significant forestry operations in the surrounding watersheds from which we provide local drinking water for many decades without serious incident. However as you know, the Drinking Water Protection Act places an onus on water purveyors to ensure the delivery of potable water to our citizens through a multi-barrier approach which includes protection of the source water quality. With stricter drinking water regulations being required by the Vancouver Island Health Authority we wish to work cooperatively with your company and others operating in the watershed to ensure that we are proactive in reducing risk.

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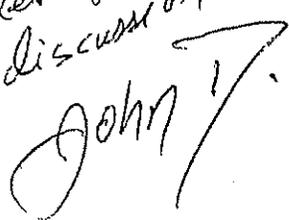
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5. Regular updates throughout the year on logging activities in the watershed and records of culvert inspections.

We feel strongly that these items are reasonable for you to implement in cooperation with our staff for our mutual benefit. To discuss these items further please contact City Engineer, Guy Cicon at 250-720-2838.

Yours truly  
CITY OF PORT ALBERNI

  
John Douglas  
Mayor

c: Morgan Kennah, Island Timberlands

*Thank you Darshan  
I look forward  
to meeting you again soon  
and discussing some other issues  
as well, such as development  
per our earlier discussion*  






#3-4890 Rutherford Rd.  
Nanaimo, British Columbia  
Canada V9T 4Z4  
Tel 250.729.3700

04 June 2012

Mayor John Douglas  
City of Port Alberni  
4850 Argyle St  
Port Alberni, BC V9Y 1V8  
and via email: [john\\_douglas@portalberni.ca](mailto:john_douglas@portalberni.ca)

Dear Mayor Douglas,

Thank you for your letter to Bev Park, dated 18 May 2012. This letter was received at our office on May 25<sup>th</sup>, the day after you participated in the Nanaimo watershed tour that was co-hosted by Domenico Iannidinardo. I understand that Domenico was able to review many aspects of our forest management practices with you during the presentation and tour that day. Moreover, I know that TimberWest has taken great steps over recent decades to improve harvest and road building practices across its land base, particularly in the community watersheds of China Creek and McFarland.

As discussed with you on May 24<sup>th</sup> as part of the tour hosted by the City of Nanaimo, TimberWest and Island Timberlands, most community watersheds on Southern Vancouver Island have significant ownership in the private managed forest land class. In this case, our company owns 800 hectares of the 7,000 hectares that make up these drinking water source areas (see map below). Although both companies own varying amounts of managed forests in such watersheds, the suite of regulations that apply to their activities are the same.

In addition to company policy, forest certification and broad legislation such as the *Drinking Water Protection Act*, the *Water Act* and *Federal Fisheries Act*, our day to day operating requirements are legislated by the *Private Managed Forest Land Act*. It is overseen by the Ministry of Forest, Lands & Natural Resource Operations through the Private Managed Forest Land Council<sup>1</sup>. This is an outcomes-based approach that is administratively efficient while equally strict on the need for excellent results for matters such as water quality.

TimberWest has spent significant effort for over a decade to keep your staff informed of our operations in areas within the China Creek and McFarland watersheds. We regularly communicate with your staff even though our ownership percentage is relatively small. Our

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<sup>1</sup> [www.pmfic.ca](http://www.pmfic.ca)



most recent communication with them was on May 4<sup>th</sup> when we discussed the potential for setting a date to review 2012 plans.

Although our plans are likely to be minimal for 2012, we will still follow up with proposing some dates to meet with your staff and will also proceed to arrange a brief delegation to one of your upcoming council meetings. It is our intent to continue the good results that you noted in your letter and maintain the long successful tradition of cooperation. The aspects raised in your letter could be explored at these meetings.

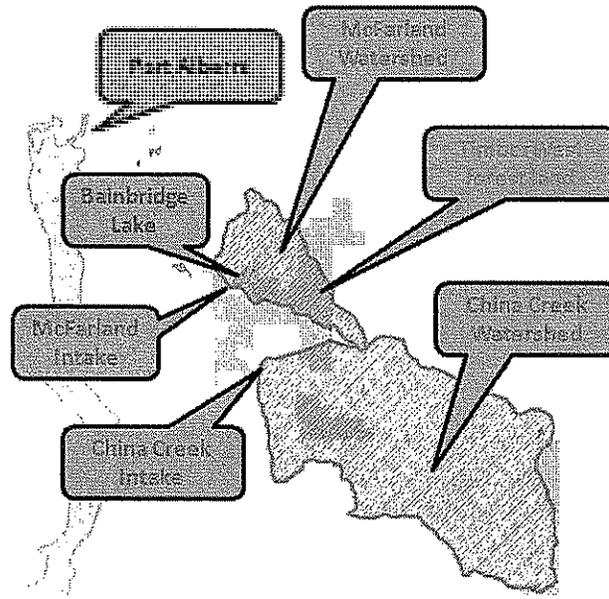
Yours truly,



*TimberWest Forest Corp.*

*John Mitchell, RPF*

*Vice-President, Sustainability & Chief Forester*



**Map – showing TimberWest’s 11% ownership of City’s drinking water source areas.**

cc: Glenn Wong, ACRD Chair  
Guy Cicon, City Engineer  
Domenico Iannidinardo, Manager, Environment & Resource Integration  
James Luxmoore, Operations Planner



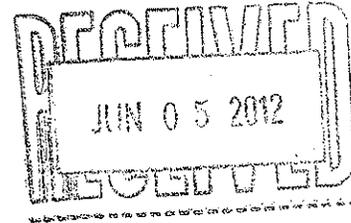


Public Safety    Sécurité publique  
Canada            Canada

Assistant Deputy    Sous-ministre  
Minister            adjoint

Ottawa, Canada  
K1A 0P8

MAY 30 2012



Mr. Glenn Wong  
Chair  
Alberni District Regional District  
3008 Fifth Avenue  
Port Alberni, British Columbia V9Y 2E3

Dear Mr. Wong:

Thank you for your correspondence of May 8, 2012, concerning the elimination of the Joint Emergency Preparedness Program (JEPP).

In line with Economic Action Plan 2012, announced March 29, 2012, Public Safety Canada carefully and critically examined its emergency management activities and identified deficit reduction measures that streamline government operations while ensuring the safety and security of Canadians.

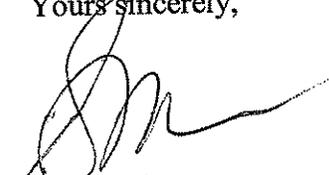
As a result of funding under JEPP, communities across Canada are better trained and equipped to withstand a local emergency. They are also more aware of the need to invest in preparedness – a message sustained throughout Emergency Preparedness Week every year. The elimination of JEPP reflects its success in substantially increasing local emergency preparedness and response capacity over the years.

Federal contributions for emergency preparedness projects under JEPP will end in 2013 along with funding provided for Urban Search and Rescue and Critical Infrastructure initiatives. However, funding continues to be in place for projects submitted for consideration in 2012-13.

I would also emphasize that federal, provincial and territorial governments have achieved notable successes in recent years to enhance our collective emergency management capacity through initiatives like the renewal of the Emergency Management Framework for Canada, Communications Interoperability Action Plan, National Disaster Mitigation Strategy and National Public Alerting System.

Please be assured that Public Safety Canada remains committed to working with provinces and territories to ensure a safe and resilient Canada.

Yours sincerely,



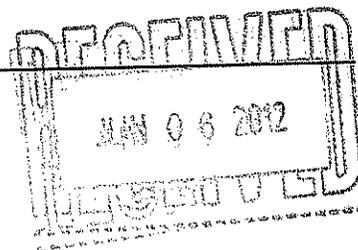
Gina Wilson

Canada





CITY OF BURNABY  
OFFICE OF THE MAYOR  
DEREK R. CORRIGAN  
MAYOR



2012 May 23

File: 41500 - 01

Chair and Board of Directors  
Alberni-Clayoquot Regional District  
3008 - 5th Avenue  
Port Alberni, BC V9Y 2E3

Dear Chair and Board of Directors:

**Subject: Provincial White Papers on a Modern Building Regulatory System and Certification of Building Officials**

Burnaby City Council, at its Open meeting held on 2012 May 14, received a report from the Director Planning and Building regarding provincial White Papers on the modern building regulatory system and certification of building officials and adopted the following recommendations **AS AMENDED**:

1. **“THAT** Council endorse the comments contained in this report as the City’s response to the subject White Papers issued by the Building and Safety Standards Branch.
2. **THAT** Council request the Provincial Government, through the Minister of Energy and Mines, and Minister Responsible for Housing, Honourable Rich Coleman, to respond to the comments received from local governments and all other building regulatory system participants through the release of ‘revised’ White Papers by the Building and Safety Standards Branch, prior to advancing any specific legislative changes to implement finalized proposals.
3. **THAT** a copy of this report be sent to Trudy Rotgans, MAIBC, Executive Director, Building and Safety Standards Branch, Office of Housing and Construction Standards, Ministry of Energy and Mines and Minister Responsible for Housing, PO Box 9844 Stn Prov Govt, Victoria, B.C. V8W 9T2, and members of the Union of BC Municipalities.





TO: CITY MANAGER

DATE: 2012 May 09

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **PROVINCIAL WHITE PAPERS ON A MODERN BUILDING REGULATORY SYSTEM AND CERTIFICATION OF BUILDING OFFICIALS**

PURPOSE: To provide comment on proposals contained within the White Papers issued by the Building and Safety Standards Branch.

**RECOMMENDATIONS:**

1. **THAT** Council endorse the comments contained in this report as the City's response to the subject White Papers issued by the Building and Safety Standards Branch.
2. **THAT** Council request the Provincial Government, through the Minister of Energy and Mines, and Minister Responsible for Housing, Honourable Rich Coleman, to respond to the comments received from local governments and all other building regulatory system participants through the release of 'revised' White Papers by the Building and Safety Standards Branch, prior to advancing any specific legislative changes to implement finalized proposals.
3. **THAT** a copy of this report be sent to Trudy Rotgans, MAIBC, Executive Director, Building and Safety Standards Branch, Office of Housing and Construction Standards, Ministry of Energy and Mines and Minister Responsible for Housing, PO Box 9844 Stn Prov Govt, Victoria, B.C. V8W 9T2.

**REPORT**

**1.0 BACKGROUND**

In 2012 February, the Building and Safety Standards Branch (the Branch) of the Ministry of Mine and Energy issued two White Papers entitled: "*A Modern Building Regulatory System*" and "*Certification for Local Government Building Officials*". The purpose of the White Papers is to present proposals for potential regulatory changes to the building regulatory system for comments from local governments, building officials, professional engineers and architects, the building industry and other participants in building regulatory system.

The White Paper on "*A Modern Building Regulatory System*" presents proposals to strengthen the Provincial role as the sole authority to adopt and provide interpretations for a uniform Building Code across the Province. The White Paper on "*Certification for Local Government Building Officials*" proposes a system for mandatory certification of building officials including continuing professional development.

To: City Manager  
From: Director Planning and Building  
Re: A Modern Building Regulatory System and  
Certification of Local Government Building Officials  
2012 May 09.....Page 2

The Province has sought comments on the proposals across the building regulatory system through a variety of means including meetings with building officials, an online survey and other direct consultations. On 2012 March 27, the Branch hosted a consultation meeting in Burnaby which was attended by Councillor Sav Dhaliwal and the City's Chief Building Inspector, Patrick Shek. Staff have participated in the consultation process, and have provided comments on the White Paper proposals, as generally outlined in this report.

At this point in the consultation process, the Building and Safety Standards Branch has advised that the subject or revised proposals may be advanced to government for introduction of legislative changes; however, specifics of potential changes and the timing of changes remain to be determined.

The purpose of this report is to provide Council with the information on the proposals in the White Papers and to seek Council endorsement of the response from the City for submission to the Minister and the Building and Safety Standards Branch. This report recommends that the Province be requested to respond to the comments received from local governments and all other building regulatory system participants through the release of 'revised' White Papers by the Branch, prior to advancing any specific legislative changes to implement finalized proposals.

## **2.0 MODERN BUILDING REGULATORY SYSTEM**

Over the last 25 years, the Province had undertaken a number of different reviews on the building regulatory system, with incremental changes pursued through each. In 2004, a modernization strategy was established but was not implemented, as government priorities shifted to focus on 'greening' of the Building Code and mid-rise (6 storey) wood-frame construction provisions. In 2011, the Province started a further round of consultation with participants in the building regulatory system, which contributed to the development of the subject White Papers.

In 2012 February, the Province issued the White Paper entitled "*A Modern Building Regulatory System*". The following summarizes the proposals in this White Paper and presents staff comments provided to the Building and Safety Standards Branch for endorsement by Council.

### **2.1 Uniform Building Code Proposal**

For many years, the Province has been responsible to develop and maintain the B.C. Building Code (the Code), which sets the standards for the Province's building regulatory system. Local governments are able to adopt the Building Code through their bylaws and are responsible to administer, interpret and enforce the Code. For a number of years, the Province has also been moving towards a more uniform Building Code system, which would ensure more consistent application of standards and requirements across all jurisdictions in B.C.

To: City Manager  
From: Director Planning and Building  
Re: A Modern Building Regulatory System and  
Certification of Local Government Building Officials  
2012 May 09.....Page 3

For example, prior to the establishment of the provisions in the Community Charter in 2003, local governments had the ability to pass bylaw provisions and standards to regulate building construction requirements that were over and above the provisions in the Building Code. An example of such provisions would be the setting of supplementary fire sprinkler system requirements which are in place in about 30 communities across B.C. Many other additional provisions are also in place across B.C. For example, Burnaby has a requirement for submission of a review of the building envelope details by a building envelope professional engineer for multiple family dwelling permit applications. This requirement was established to ensure proper design of building envelopes, which also reduces the City liability exposure.

Under the Community Charter, the Concurrent Authority provision now requires local governments to obtain Provincial approval if local governments want to establish bylaws that regulate building construction issues and items that are not in the Code. At this time, all bylaws that existed prior to the Charter are exempt from this requirement to obtain Provincial approval.

In 2008, this change to a more uniform code continued as the Community Charter was amended to allow the Province to issue binding interpretations of the Building Code. To date, however, the Province has yet to use this authority.

The Uniform Building Code proposal of the most recent White Paper continues this effort, as noted below.

### 2.1.1 *The Proposal*

To ensure consistency throughout B.C., the White Paper proposes that the Province be the sole authority to adopt building standards and issue binding code interpretations. Under the proposal, existing local bylaws that regulate building standards would be phased out. The Province proposes to work with local jurisdictions to find solutions to address local needs where local regulations are phased out.

#### *Department Comment*

Staff would have concern with the Province being the sole authority for the issuance of binding code interpretations, primarily as it would relate to the timeliness of interpretations needed to address permits and/or construction that was in progress.

While establishing a source of approved interpretations at the Provincial level would be of assistance to all jurisdictions in BC, provision should also be made to allow local jurisdictions to provide for interpretations, where necessary, to allow for advancement and prevent unnecessary delay of permit issuance and construction that is in progress.

Overtime, the Provincial collection of interpretations would provide a resource to also facilitate permit issuance and resolution of construction issues, however, in the short term, and in relation to active permit requests and construction, the sole reliance on

To: City Manager  
From: Director Planning and Building  
Re: A Modern Building Regulatory System and  
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2012 May 09.....Page 4

seeking Provincial code interpretations could prove time consuming and could cause delay of construction, and as such, would not meet the day-to-day needs of the industry.

As a proposed approach, it is suggested that local jurisdiction should be allowed to continue to make interpretations, where necessary, to facilitate the permit and inspection process; with a source of approved interpretations being maintained at a Provincial level as a Province wide resource and to promote consistency throughout B.C.

Staff are also concerned with the proposal to phase out all local building regulatory bylaws, as proposed in the White Paper. Many local jurisdictions have pursued local bylaws to address specific community needs, as well as to respond to important issues where the Provincial government was unable to find a solution that could be applied uniformly across the Province. As noted, supplementary fire sprinklers are important to many jurisdictions, and were developed locally to address needs, without the necessity of having requirements forced on all other areas that do not have the same needs or objectives. This local approach, also allows for a response to an issue that may not be a current or future Provincial priority.

## **2.2 Alternative Solution and Product Evaluations Proposal**

Compliance of the Building Code can be achieved by either following the prescriptive requirements in the Code, or by proposing alternate solutions that meet the intent the Building Code. Specific building products and assemblies that are developed to meet the intent of the Building Code are required to be tested and listed by a recognized testing/certification agency, such as Underwriter Laboratory of Canada (ULC) or Canadian Construction Materials Centre (CCMC), in accordance with certain standards, such as those published by Canadian Standards Association (CSA). This process ensures building safety while allowing for the development and application of technologies that can decrease costs and allow for the introduction of alternate solutions to meet Building Code requirements. However, currently, each local jurisdiction must consider and determine whether to accept an alternate solution, which requires some level of expertise and multiple similar evaluations across jurisdictions.

### *2.2.1 The Proposal*

The White Paper is proposing that the Province establish a body to evaluate alternative solutions and new products in order to eliminate the need for multiple reviews across jurisdictions of the same alternate solutions. The decisions and approvals of the Province would be registered and made available to all industry participants.

#### *Department Comment*

Staff are supportive of this proposal. It would create a body in the Province to evaluate alternate solutions and new building products, and would establish a registry of approved alternate solutions that would assist local jurisdictions and builders. It would remove the requirement to review alternate solutions at a local level and the need for repetitive

To: City Manager  
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2012 May 09.....Page 5

reviews of similar solutions across projects and jurisdictions, and enable alternate solutions to be shared or transferred between jurisdictions. This would also assist in the common review of new building products and assemblies that cover a very wide spectrum, and reduce the resources needed to complete the review, and avoid the transfer of some liability to a local jurisdiction that may have accepted new products for evaluation at a local level.

For Burnaby, the City has the available staff expertise to review and approve alternative solutions that are submitted by a Code Consultant for consideration by the City. This is a regular part of the City's Building Permit process, and results in comparable and improved responses to the prescriptive requirements of the Building Code where an alternate solution would provide for a better response. The City is less able to review and accept new building products and assemblies that are developed to meet the intent of the Building Code, particularly where the required testing and acceptance by a recognized testing/certification agency, such as Underwriter Laboratory of Canada (ULC) or Canadian Construction Materials Centre (CCMC), in accordance with certain standards, has not been achieved. This is a role that the Province could provide. Provincial review and acceptance of new building products and assemblies would reduce the time and costs for the industry in achieving certification through testing/certification agencies, it would reduce demands on City resources for this work, and further protect the City from any arising liability concerns.

### **2.3 Third Party Random Audits**

In the summer of 2011, the Province conducted a survey on the level of Code compliance on large projects. As a follow-up on the survey, the White Paper proposal is for the Province to obtain ongoing data on Code compliance through third party random audits. The results of the audit process would be used to determine if further changes are required to Code administration, training, inspections and standards to improve or ensure a proper level of code compliance.

#### **2.3.1 The Proposal**

The Province is proposing in the White Paper to conduct 60 audits on building projects that involved complex building design and construction. The audit process would be designed to include a review of the role of local government officials and registered professionals in the administration of Code processes.

#### **Department Comment**

Staff generally object to the Provincial proposal for an audit process. The associations for registered professionals (architects and engineers) have also expressed a broad range of concerns to the proposal. From a local government viewpoint, the implementation of code administration and compliance processes is under the sole discretion of local governments. The level of detail and involvement of local governments is set by each jurisdiction. As such, there is not a basis for a Provincial audit in relation to a fixed

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standard by the Province. The ability of local governments to determine the level of involvement in code administration process is necessary to allow for each area to respond to code administration requirements in relation to local need, resources, and interests.

## 2.4 Levy on Construction

In order to fund the Provincial role in this proposed Modern Building Regulatory System, a Provincial levy to be collected on behalf of the Province by local building departments is proposed in the White Paper. The estimated total amount of the Provincial levy is \$3.55 Million per year.

### 2.4.1 The Proposal

The levy on construction is proposed in the White Paper to be collected by building departments at the time of permit issuance. The levy could either be a percentage of the cost of construction or a flat rate.

#### *Department Comment*

Staff do not support the proposal for local governments to collect a levy on behalf of the Provincial government. The responsibility for funding the necessary Provincial role in the building regulatory system should come from Provincial sources rather than transferred only to the building industry for collection at a local level.

This process is an inefficient means to fund senior government responsibilities, and would transfer revenue collection responsibilities of the Provincial government to the local level. The proposed approach would increase the cost of construction and require duplication of revenue collection processes across all local governments, draw on the resources of local governments to collect and transfer funds to support a required Provincial responsibility, and add more layers to the necessary audit and accounting processes required for the collection and remittance of the levy.

We would suggest that the Province should fund its own role in the building regulatory system directly from Provincial sources.

## 3.0 CERTIFICATION FOR LOCAL GOVERNMENT BUILDING OFFICIALS

The qualification of all participants in the building industry is an issue of critical importance that has arisen in all Provincial consultations. It is an issue that includes participants at all levels and in all segments of the industry, whether they are designers, contractors, trades and/or building officials. In 2012 February, the Province issued a White Paper on "Certification for Local Government Building Officials", that included the following proposals.

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### 3.1 The Proposal

The White Paper proposes that a system for mandatory certification for building officials be established, that would also include requirements for continuing professional development. Specifics of the proposal include:

- Defining a 'building official' as any individual who administers or enforces the BC Building Code, and to include plan checkers, building inspectors and plumbing inspectors.
- Requiring all local government building officials to be a member of the Building Officials Association of BC (BOABC), and to meet qualifications of and obtain certification from BOABC.
- Limiting local governments to only employ certified individuals as building officials.
- Limiting the functions that building officials could perform in relation to their level of certification.
- Allowing newly hired building officials to obtain "intern status", while requiring interns to be supervised by other certified building officials until they have obtained the necessary certification.
- Requiring all existing building officials to obtain the required certification within four years.

Three levels of certification are proposed:

- Level 1 - one and two family dwellings.
- Level 2 - small buildings regulated under Part 9 of the Code with footprint not more than 600 m<sup>2</sup> and not more than 3 storeys.
- Level 3 - larger and more complex buildings regulated under Part 3 of the Code.

#### *Department Comment*

Generally, in broad terms, staff would support proposals for the establishment of mandatory certification requirements for building officials. In terms of consistency for the qualification of building officials, the development of a common qualifications and training standards, and overall benefit to the regulatory system to address public safety, this proposal has merit and would generally result in the longer term improvement of the regulatory system.

In Burnaby, the City seeks to hire employees that have the certification, and those with training that would support achieving certification following on the job experience. However, in terms of implementation of a new certification requirement, staff has identified a number of issues and concerns that have yet to be addressed by the Province or in the White Paper, that would impact on City operations, individual employees, and the continuity of the current service provision for the building industry in the Province. These would be of significant concern should a certification process not be appropriately implemented and supported by the Province with the necessary resources to achieve the desired outcome.

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Key concerns include:

- ***Status of Existing staff***

The proposal, as presented, would require building staff in specific roles to obtain the necessary certification. The proposal outlines that existing staff would need to obtain certification within 4 years. However, the proposal does not make any allowances for current staff working in the profession who do not obtain the necessary certification. For example, where certification was not achieved, the current proposal would suggest that the staff would not be allowed to carry on in their current role in building departments. This raises a number of employment and contract issues across all jurisdictions that the Province would need to investigate and determine a successful approach to address these issues.

- ***Job Specifications***

Should the proposed 3 levels of certification requirements be established, there would be a corresponding need for local governments to reflect the certification levels within the job specifications used for positions at the local government level. For example, in Burnaby, the job specification for Building Inspectors has only one level – Level 3 Certification. Also, while in Burnaby, job specifications currently have certification requirements, this may not be the case in other local jurisdictions. As such, there could be a need in future to have job specifications and certification requirements adjusted by local governments across the Province to match all three levels of certification that would be available for an inspector/building official under the Provincial system.

- ***Impact on Recruitment***

The proposal for certification would impact the ability of all local jurisdictions to find and recruit certified staff to meet the demands of the construction industry for service. The requirements for certification would result in the reduction of the pool of potential employees that would be available in any jurisdiction to provide service. For example, mandatory certification would hinder the ability of local governments to hire part-time plan checkers and inspectors to provide coverage during peak work load periods or to provide coverage in response to retirements, sick, vacation or other work availability issues. Particularly, it would prevent hiring of well experienced building officials who may be retired or otherwise available to work part-time, but would not necessarily have current BOABC certification.

- ***New Training and Certification Costs***

The White Paper proposals do not provide for any government assistance to address training and certification costs. These are stated as being covered by local

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governments, and/or individuals in the profession, which is currently accommodated in Burnaby, but may not be covered in other jurisdictions. Costs associated with the certification process are approximately \$500 to obtain each of the Level 1 and Level 2, and \$2,100 for Level 3; \$448 for annual membership with BOABC per year. Other costs are also associated with initial training and preparation through courses, such as those offered at BCIT, and on-going professional development. Assistance from the Provincial government would be beneficial to support implementation of the certification system, and to offset new costs, at the local government and individual level, arising from application of the certification proposal.

#### • *Certification for Other Participants*

While the importance of proper qualification for all participants in the construction industry is well recognized, the White Paper proposals did not address this issue in a broad manner, but focussed primarily at the local government building official level. While trades, such as electricians, plumbers and carpenters are licensed, many other trades involved in building construction are not licensed and require no certification or qualifications to work in the industry – these trades include roofing, building envelop, drywalling, and insulating.

In the White Paper, the Province mentioned that they will require qualification for new residential builders of 4 units or less, but the existing builders are grandfathered. The White Paper also stated that the need for code knowledge or skill qualifications of other system participants would be determined through the proposed third-party audit program, without providing any further details.

In recognition of the need for proper qualifications across all segments of the industry, it is suggested that the Province should expand the proposals to include all residential builders in a system of certification, as it is important to also qualify those that are directly involved in the design and construction of buildings.

#### 4.0 CONCLUSION

As noted in the introduction of this report, the Building and Safety Standards Branch is not able to advise directly which of these proposals will advance to legislative proposals. At this point, the subject or revised proposals may be advanced to government for introduction of legislative changes, however, specifics of potential changes and the timing of changes remains to be determined.

Based on past processes involving the Building Code, staff would note that there have been five similar reviews undertaken since 1994, with very few proposals advancing to the implementation stage. Staff currently expects that there may be a similar level of government response and follow through on the current White Paper proposals.

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Nevertheless, staff continue to support the revisiting of some of the old initiatives, such as promoting uniformity and consistency in the application; interpretation and enforcement of the Building Code; centralizing new product approval; and pursuing careful and supported development of certification proposals that should also be extended to all design and construction industry participants.

The comments of this report do not support the establishment of a Provincial levy for issuance of local building permits to fund the Province role in the building regulatory system. As well, concerns are raised with regard to significant issues that would arise, should a certification process not be appropriately implemented and supported by the Province with the necessary resources to achieve the desired outcome. We are also concerned that certification for other participants of the building industry, such as contractors and trades, was not addressed in the White Paper proposals.

It is recommended that Council endorse the comments contained in this report as the City's response to the subject White Papers, with a copy of the report to be sent to the Building and Safety Standards Branch.

It is also recommended that Council request the Provincial government, through the Building and Safety Standards Branch, to respond to the comments received from local governments and all other building regulatory system participants through the release of 'revised' White Papers, prior to advancing any specific legislative changes to the implementation of the finalized proposals.

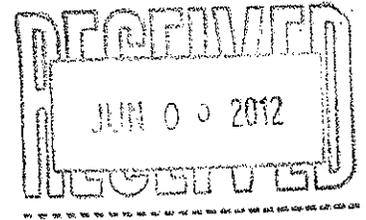


B. Luksun, Director  
PLANNING AND BUILDING

PS/LP:tn/ap

cc: Deputy City Managers  
Fire Chief  
Chief Licence Inspector  
Chief Building Inspector  
City Solicitor

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May 31, 2012

The Honourable Christy Clark  
Premier of British Columbia  
PO Box 9041, Stn Prov Govt  
Victoria BC V8W 9E1

Dear Premier:

The Association of Vancouver Island and Coastal Communities (AVICC) is the association representing the interests of its 51 member municipalities, regional districts and other local governments of Vancouver Island, Sunshine Coast, Powell River and the Central Coast.

I am writing in response to an emergency resolution that was introduced at the annual convention of the Association of Vancouver Island and Coastal Communities April 13-15, 2012 in Ucluelet asking that the Province take specific actions to support Catalyst Paper.

**WHEREAS** Catalyst Paper has mills in three Vancouver Island and Sunshine Coast municipalities which create thousands of jobs and a strong economic base in the Region which has a \$2 billion overall impact on the B.C. Economy;

**WHEREAS** Catalyst Paper is currently in bankruptcy protection and its future is uncertain;

**WHEREAS** on April 23<sup>rd</sup>, 2012 decisions will be made by the bond holders of Catalyst regarding restructuring or sale of the company; and

**WHEREAS** Catalyst Paper's CEO, Kevin Clarke, has made several requests to Federal and Provincial Ministries for assistance that would help them to survive;

**THEREFORE BE IT RESOLVED THAT** the AVICC requests that the Province with support as required from the Government of Canada take action to assist Catalyst Paper's survival in the following ways:

1. Make available \$30 million over five years to support new hiring and high-tech training programs at Catalyst Mills.
2. Provide certainty in BC Hydro rates and take action to eliminate financial risks to Catalyst due to a switch from HST to PST on electrical purchases.

The Honourable Christy Clark

Page 2

May 31, 2012

3. Release Catalyst HST credits of approximately \$5 million per month which are currently frozen under the CCAA process and in the interim the Province "backstop" these funds with approximately \$30 million until released by the Government of Canada.
4. Provide pension regulation modifications allowing Catalyst's pension plan members an option of surrender of their lifetime pensions in exchange for a lump sum transfer from the plan in the approximate present value of their pension.

In light of the recent vote by creditors to not approve the restructuring plan and your subsequent meeting with Catalyst Paper, we would strongly request you and your government to do all that is possible to support a company that contributes 1,700 jobs and significant dollars in economic activity to our region. We are hopeful that involving former finance minister and economic development minister, MLA Colin Hansen with the help of Deputy Minister of Finance, Peter Milburn to review the options will lead to solutions that will be acceptable to the company and its creditors to allow Catalyst Paper to get through these challenging times.

Sincerely,



Chair Joe Stanhope  
AVICC President

Cc The Honourable Pat Bell, Minister of Jobs, Tourism & Innovation  
MLA Colin Hansen, Vancouver – Quilchena  
Peter Milburn, Deputy Minister, Finance  
Mayor Dave Formosa, City of Powell River  
Mayor John Douglas, City of Port Alberni  
Chair Robert Hutchins, Cowichan Valley Regional District  
Chair Glenn Wong, Alberni-Clayoquot Regional District  
Chair Colin Palmer, Powell River Regional District  
Mr. Kevin Clarke, President & CEO, Catalyst Paper

**Port Alberni Centennial Celebration**  
**Homecoming Weekend August 3, 4, 5, 6, 2012**

Join us in Port Alberni for a fun, festive BC Day weekend chock a block full of reunions, entertainment, arts, music, car shows, sports, dances, kids activities .....

Friday

Meet your friends, your teams, your pals from the 'hood' at the beautiful new Chamber of Commerce / Visitor Info Centre Building as you come into town.

Have some light refreshments, enjoy live music, while you pick up your package of coupons and gifts (available by pre registering on facebook) and your schedule and map for the weekend.

Saturday Morning

Enjoy *Saturday Morning on the South Side*: The puddle ducks are racing in the harbour, the fabulous Farmers Market is happening, special exhibits are open at the Maritime Discovery Centre, Rollin Arts Centre and the Historic Train Station and noted artists are demonstrating at galleries from Harbour Quay all along the Argyle Street Arts District.

Saturday afternoon and evening

It's a festive *Block Party at Bob Dailey* stadium and it's all about the stories, the people and the things people like to do. There's the launch of the official Centennial Then and Now book, old time logger stories and poems by the well known Caulk Boots and Marlin Spikes, the finalists in the storytelling competition and nationally recognized Poet Wendy Morton will write a poem for you if you tell her your story. Over 40 artists and crafters will have demonstrations and unique things for sale. There's a kids zone, a fabulous wagon and bicycle decorating contest and parade and a 100 year classic car show – including cars, trucks, motorcycles, bicycles, off road vehicles, tractors and memorabilia! Stake out corners of the field as gathering points for meeting up with teams, workplace colleagues, or school mates to share stories and to visit. Swim or skate for only 100 cents. Live music and entertainment will be happening all day, wrapping up with the Berry Cup Blooze Band til 9. Then it's back to the south side for the party after the party.

Sunday afternoon and evening

Back to *The Block Party at Bob Dailey* for more of 100 years of classic cars and other vehicles, more artisans and crafters, softball, basket ball, soccer, more music and entertainment and the Beard and Bonnet contest. Close down the evening with an outdoor family dance to the Time Benders..

Monday

*Steam Steam Steam : Family Picnic at McLean Mill* ! Gather the family for a picnic at the McLean Mill National Historic Site. Take the steam train, car or cycle to this beautiful setting for a step back in time, featuring a headliner childrens' entertainer, the operating steam sawmill and our unique demo of the steam donkey and heel boom - a signature of life in the woods in the old days. Bring a picnic or sample mill fare and enjoy old fashioned games with the kids.

CENTENNIAL SPONSORSHIP LIST

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| Alberni Valley News                       |
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| City of Port Alberni                      |
| Community Anniversaries (Federal)         |
| Community Anniversaries (Provincial)      |
| Museum                                    |
| Regional District                         |
| <b>OTHER</b>                              |
| Graphics Factory                          |
| MacDonalds Restaurants                    |
| <i>GF June 5/12</i>                       |

**Glenn Wong**

---

**From:** "General Email" <mailbox@acrd.bc.ca>  
**To:** "Glen Wong" <glwong@telus.net>  
**Sent:** June 6, 2012 8:23 AM  
**Attach:** CAO Report on Meetings with Macatee and Handrahan - May 2012.pdf  
**Subject:** FW: Coastal RD Chairs next actions June 2012

**From:** Brenda [mailto:brenda.paquin@powellriverrd.bc.ca]  
**Sent:** Tuesday, June 05, 2012 10:35 AM  
**To:** Al Huddleston, Mt. Waddington Board Chair; Alberni-Clayoquot Board Chair; Brian Lande, Central Coast Board Chair; Capital Board Chair; Edwin Grievé, Comox Valley Board Chair; Garry Nohr, Sunshine Coast Board Chair; Jim Abram, Vice-Chair, Strathcona RD; Joe Stanhope, Nanaimo Board Chair; Metro Vancouver Board Chair; Rob Hutchins, Cowichan Valley Board Chair; Sheila Malcolmson, Islands Trust Board Chair; Skeena Queen Charlotte Board Chair  
**Cc:** Colin S. Palmer; Mac; Brian Reardon, Strathcona CAO; Carol Manson, Nanaimo CAO; Debra Oakman, Comox Valley CAO; Dona Packer, Executive Assistant to the Mayor; Greg Fletcher, Mt. Waddington CAO; John Carline, Metro Vancouver CAO; John France, Sunshine Coast CAO; Kelly Daniels, Capital CAO; Linda Adams, Islands Trust CAO; Russell Dyson, Alberni-Clayoquot CAO; Teresa Warnes, Executive Assistant, Comox Valley RD; Tom Yates, Strathcona RD Corporate Administrator; Warren Jones, Cowichan Valley CAO  
**Subject:** Coastal RD Chairs next actions June 2012

Dear Fellow Chairs,

The attached report from CAO Mac Fraser to myself should give us a good idea as to where we might go from here. Minister Lekstrom phoned me on May 16th and started the conversation with an apology for not having met with us. Between preparing the changes to the Coastal Ferry Act, having to remain close to the Legislative sessions, by-election issues, and a significant number of meetings and issues with Translink, he advised that he ran out of time. He also said he was going to regard the consultations on the ferries as very important to him and that in fact his Ministry will be the lead player, not BC Ferries or the Commissioner.

I am recommending we accept Mac's recommendations and with your blessing we set up a meeting for ourselves and with the Commissioner and Ministry officials. We have some interesting topics to cover such as the consultation process, and being clear as to what the Commissioner plans to do. I also note that the subsidy will be coming out of the MOTI Budget and that the Ministry of Finance will be "approving" how the money is spent, never mind that the Commissioner has been given the powers in the legislation. It also appears that the Ferry Advisory Committees will continue as arms of BC Ferries and you may also wish to meet with their Council of Chairs.

Please respond if you wish to do something completely different.

Kindest regards,  
 Colin Palmer, Chair



POWELL RIVER  
 REGIONAL DISTRICT

Powell River Regional District  
 5776 Marine Ave.  
 Powell River, B.C. V8A 2M4

P: 604.483.3231  
 F: 604.483.2229

[www.powellriverrd.bc.ca](http://www.powellriverrd.bc.ca)

**PRRD CAO Meeting with BC Ferry Commissioner – 18 May 2012**

Commissioner Gord Macatee acknowledged the important role that the Coastal RD Chairs group played in his research into improvements to the BC Coastal Ferry Act of 2003 and his associated public consultation process throughout the regions. In general, he would now like to return to a more traditional, and lower profile, regulatory role and does not intend to maintain the extremely high level of public consultation undertaken during his Review. To this end, he would very much welcome meeting with the Coastal RD Chairs on an as-requested basis semi-annually or annually. In the near term, he was very open to meeting with the Coastal RD Chairs shortly after the draft changes to the Coastal Ferry Act are enacted to clarify his revised role and authority under the Act.

**PRRD CAO Meeting with Director of Marine Services, MoTI – 18 May 2012**

Director Kirk Handrahan noted the appreciation of MoTI for the efforts of the Coastal RD Chairs group over the past year and that this type of collaborative process greatly aided the advancement of the draft legislative changes to the Coastal Ferry Act. With respect to the draft legislation revisions, he offered the following;

- Although the draft legislation revisions call for a re-allocation of \$79M within MoTI to increase the coastal ferry service fee, the re-allocation must still be approved by the Ministry of Finance; and
- The Minister has directed that MoTI will implement the community consultation called for in the draft legislation revisions in the Fall of 2012 through MoTI staff, with assistance from an external communication consultant. The suggestion that the Coastal RD Chairs might be of assistance in designing the consultation process was well received and an offer to meet with the Chairs in the near term was made by the Director.

**Recommendation:** that the Coastal RD Chairs should proactively offer to meet with the BC Ferry Commissioner and Director of Marine Services, MoTI separately and as soon after the draft legislation revisions are enacted as possible.



Mac Fraser

CAO PRRD



**M E M O R A N D U M**

**TO:** Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** June 6, 2012  
**RE:** Finance Warrant No.517

**Recommendation:**

That the Board of Directors approves Finance Warrant Number 517 in the amount of \$504,392.40 dated May 31, 2012.

**Chief Administrative Officer Comments:**

Concur

**IMPLICATIONS OF THE RECOMMENDATION**

1. GENERAL

That the Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

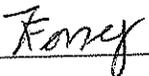
4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Regional District's financial affairs.

6. COMMUNICATION ISSUES - none

Submitted by: Teri Fong, CGA, Manager of Finance

  
\_\_\_\_\_

Cheque Register - Detail - Supp.



AP5100

Page : 1

Date : Jun 06, 2012

Time : 9:31 am

Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |       |         |         |         |
| 0006                    | AC INDUSTRIAL INSTRUMENT SERVICES LIMITED |  |             |        |       |         |         |         |
| 32232                   | 24-May-2012                               |  | Issued      | 82     | C     | 3730.27 | 3730.27 |         |
| 28567                   | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 3730.27 |         |         |
| Invoice Description --> |   | BCID - ANNUAL SERVICE OFMAIN CHLORINATION SYSTEM |             |        |       |         |         |         |
| Total :                 |   |  |             |        |       | 3730.27 | 0.00    | 3730.27 |
| Supplier Total :        |   |  |             |        |       | 3730.27 | 0.00    | 3730.27 |
| 0016                    | ACE COURIER SERVICES                      |  |             |        |       |         |         |         |
| 32233                   | 24-May-2012                               |  | Issued      | 82     | C     | 31.40   | 31.40   |         |
| 1454314                 | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 31.40   |         |         |
| Invoice Description --> |   | BCID - POSTAGE                                   |             |        |       |         |         |         |
| Total :                 |   |  |             |        |       | 31.40   | 0.00    | 31.40   |
| Supplier Total :        |   |  |             |        |       | 31.40   | 0.00    | 31.40   |
| 0056                    | AIRGAS CANADA INC.                        |  |             |        |       |         |         |         |
| 32234                   | 24-May-2012                               |  | Issued      | 82     | C     | 29.36   | 29.36   |         |
| 105300                  | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 12.00   |         |         |
| Invoice Description --> |   | BCVFD - MEDICAL ABCDE ALUM                       |             |        |       |         |         |         |
| 108733                  | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 17.36   |         |         |
| Invoice Description --> |   | BCVFD - OXYGEN FILL                              |             |        |       |         |         |         |
| Total :                 |   |  |             |        |       | 29.36   | 0.00    | 29.36   |
| Supplier Total :        |   |  |             |        |       | 29.36   | 0.00    | 29.36   |
| 0021                    | ALBERNI DISTRICT CO-OP ASSOCIATION        |  |             |        |       |         |         |         |
| 32224                   | 16-May-2012                               |  | Issued      | 77     | C     | 468.01  | 468.01  |         |
| APR30/12                | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 468.01  |         |         |
| Invoice Description --> |   | BCVFD - APRIL 2012 FUEL COSTS                    |             |        |       |         |         |         |
| Total :                 |   |  |             |        |       | 468.01  | 0.00    | 468.01  |
| Supplier Total :        |   |  |             |        |       | 468.01  | 0.00    | 468.01  |
| 0032                    | ALBERNI LANDSCAPING                       |  |             |        |       |         |         |         |
| 32169                   | 10-May-2012                               |  | Issued      | 74     | C     | 257.60  | 257.60  |         |
| 5124                    | 01-4-2500-000                             | PAYABLES - TRADE                                 |             |        |       | 257.60  |         |         |
| Invoice Description --> |   | AVRA - LANDSCAPING                               |             |        |       |         |         |         |
| Total :                 |   |  |             |        |       | 257.60  | 0.00    | 257.60  |
| Supplier Total :        |   |  |             |        |       | 257.60  | 0.00    | 257.60  |
| 0290                    | ALBERNI PAVING & CONTRACTING LTD.         |  |             |        |       |         |         |         |
| 32235                   | 24-May-2012                               |  | Issued      | 82     | C     | 948.75  | 948.75  |         |

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



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Date : Jun 06, 2012

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |       |         |         |         |
| MAY2012  | 01-4-2500-000                      |                     |       | 948.75  |         |         |
| Invoice Description --> MILLSTREAM WATER SYSTEM - PATCH AFTER WORK ON WATER LINE |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 948.75  | 0.00    | 948.75  |
| <b>Supplier Total :</b>  |                                    |                     |       | 948.75  | 0.00    | 948.75  |
| 0213   | ALBERNI TOWING                     | Issued              | 77    | C       | 322.56  |         |
| 32225  | 16-May-2012                        |                     |       | 322.56  |         |         |
| APRIL30/12   | 01-4-2500-000                      |                     |       |         |         |         |
| Invoice Description --> BCVFD - VEHICLE TOWING FOR AUTO EX TRAINING              |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 322.56  | 0.00    | 322.56  |
| <b>Supplier Total :</b>  |                                    |                     |       | 322.56  | 0.00    | 322.56  |
| 0455   | ALBERNI VALLEY REFRIGERATION LTD.  | Issued              | 74    | C       | 403.20  |         |
| 32173  | 10-May-2012                        |                     |       | 403.20  |         |         |
| 20124839   | 01-4-2500-000                      |                     |       |         |         |         |
| Invoice Description --> HVAC QUARTERLY MAINTENANCE CONTRACT                      |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 403.20  | 0.00    | 403.20  |
| <b>Supplier Total :</b>  |                                    |                     |       | 403.20  | 0.00    | 403.20  |
| 0095   | ALBERNI VALLEY CHAMBER OF COMMERCE | Issued              | 70    | C       | 1344.15 |         |
| 32133  | 03-May-2012                        |                     |       | 1344.15 |         |         |
| FEB12HOTEL   | 01-4-2500-000                      |                     |       |         |         |         |
| Invoice Description --> FEBRUARY HOTEL ROOM TAX                                  |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 1344.15 | 0.00    | 1344.15 |
| 32205  | 15-May-2012                        | Issued              | 76    | C       | 44.00   |         |
| 9593   | 01-4-2500-000                      |                     |       | 44.00   |         |         |
| Invoice Description --> AGM LUNCHEON   |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 44.00   | 0.00    | 44.00   |
| <b>Supplier Total :</b>  |                                    |                     |       | 1388.15 | 0.00    | 1388.15 |
| 0207   | ALPORT INSURANCE AGENCIES INC.     | Issued              | 74    | C       | 500.00  |         |
| 32171  | 10-May-2012                        |                     |       | 500.00  |         |         |
| 0083755  | 01-4-2500-000                      |                     |       |         |         |         |
| Invoice Description --> 2012 DIRECTOR ACCIDENTAL DEATH INSURANCE                 |                                    |                     |       |         |         |         |
| <b>Total :</b>   |                                    |                     |       | 500.00  | 0.00    | 500.00  |
| <b>Supplier Total :</b>  |                                    |                     |       | 500.00  | 0.00    | 500.00  |

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |       |         |        |         |
| 32172  | 10-May-2012  |                     | Issued      | 74     | C     | 1085.21 |        |         |
| 2012-076   | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 79.52   |        |         |
| Invoice Description --> AVICC REGISTRATION 2012 CONVENTION (WONG)          |  |                     |             |        |       |         |        |         |
| D2012-025  | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 1005.69 |        |         |
| Invoice Description --> 2012 AVICC ANNUAL DUES                             |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 1085.21 | 0.00   | 1085.21 |
| <b>Supplier Total :</b>  |  |                     |             |        |       | 1085.21 | 0.00   | 1085.21 |
| <b>0508</b>  | <b>BAMFIELD PRO HARDWARE &amp; BUILDERS SUPPLY</b> |                     |             |        |       |         |        |         |
| 32206  | 15-May-2012  |                     | Issued      | 76     | C     | 12.60   |        |         |
| 158622   | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 12.60   |        |         |
| Invoice Description --> BWS SUPPLIES                                       |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 12.60   | 0.00   | 12.60   |
| <b>Supplier Total :</b>  |  |                     |             |        |       | 12.60   | 0.00   | 12.60   |
| <b>1050</b>  | <b>BAMFIELD VOLUNTEER FIRE DEPARTMENT</b>          |                     |             |        |       |         |        |         |
| 32138  | 03-May-2012  |                     | Issued      | 70     | C     | 1050.00 |        |         |
| BCEPAPRIL25/12   | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 1050.00 |        |         |
| Invoice Description --> BCEP - BVFD CONTRIBUTION 2012 & RADIO EXPENSES     |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 1050.00 | 0.00   | 1050.00 |
| <b>Supplier Total :</b>  |  |                     |             |        |       | 1050.00 | 0.00   | 1050.00 |
| <b>0556</b>  | <b>BARKLEY SOUND MANAGEMENT</b>                    |                     |             |        |       |         |        |         |
| 32175  | 10-May-2012  |                     | Issued      | 74     | C     | 3648.06 |        |         |
| 495452   | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 3648.06 |        |         |
| Invoice Description --> SALMON BEACH - GROUNDS MAINTENANCE AND PUMP & HAUL |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 3648.06 | 0.00   | 3648.06 |
| 32207  | 15-May-2012  |                     | Issued      | 76     | C     | 5600.00 |        |         |
| 2012-05  | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 5600.00 |        |         |
| Invoice Description --> SB MGMT & SECURITY APRIL 15 - MAY 15, 2012         |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 5600.00 | 0.00   | 5600.00 |
| <b>Supplier Total :</b>  |  |                     |             |        |       | 9248.06 | 0.00   | 9248.06 |
| <b>0660</b>  | <b>BC HYDRO</b>                                    |                     |             |        |       |         |        |         |
| 32208  | 15-May-2012  |                     | Issued      | 76     | C     | 7434.69 |        |         |
| 400001885364   | 01-4-2500-000                                      | PAYABLES - TRADE    |             |        |       | 7434.69 |        |         |
| Invoice Description --> HYRDO - ACRD CONSOLIDATED                          |  |                     |             |        |       |         |        |         |
| <b>Total :</b>   |  |                     |             |        |       | 7434.69 | 0.00   | 7434.69 |

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name                            | Status   | Batch  | Medium    | Amount    |           |
|-------------------------|--|--|--------|-----------|-----------|-----------|
| Chq/Ref #               | Cheque Date                              |  |        | Debit     | Credit    |           |
| Invoice No.             | Account No.                              | Account Description  |        |           |           |           |
| <b>Supplier Total :</b> |  |  |        | 7434.69   | 0.00      | 7434.69   |
| -----                   |  |  |        |           |           |           |
| 0700                    | BC TRANSIT                               |  |        |           |           |           |
| 32134                   | 03-May-2012                              |  | Issued | 70        | 11253.00  |           |
| 312602                  | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 11253.00  |           |
| Invoice Description --> |  | MARCH 2012 CUSTOM TRANSIT  |        |           |           |           |
| <b>Total :</b>          |  |  |        | 11253.00  | 0.00      | 11253.00  |
| <b>Supplier Total :</b> |  |  |        | 11253.00  | 0.00      | 11253.00  |
| -----                   |  |  |        |           |           |           |
| 0524                    | BC/YUKON COMMAND - ROYAL CANADIAN LEGION |  |        |           |           |           |
| 32174                   | 10-May-2012                              |  | Issued | 74        | 575.00    |           |
| 2012AD                  | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 575.00    |           |
| Invoice Description --> |  | AD - MILITARY SERVICE RECOGNITION BOOK   |        |           |           |           |
| <b>Total :</b>          |  |  |        | 575.00    | 0.00      | 575.00    |
| <b>Supplier Total :</b> |  |  |        | 575.00    | 0.00      | 575.00    |
| -----                   |  |  |        |           |           |           |
| 0735                    | BEAVER CREEK COMMUNITY CLUB              |  |        |           |           |           |
| 32135                   | 03-May-2012                              |  | Issued | 70        | 50.00     |           |
| MAY17/12-BEAU-AP        | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 50.00     |           |
| Invoice Description --> |  | BEAUFORT APC MAY 17, 2012  |        |           |           |           |
| <b>Total :</b>          |  |  |        | 50.00     | 0.00      | 50.00     |
| <b>Supplier Total :</b> |  |  |        | 50.00     | 0.00      | 50.00     |
| -----                   |  |  |        |           |           |           |
| 0740                    | BEAVER CREEK HOME CENTER                 |  |        |           |           |           |
| 32236                   | 24-May-2012                              |  | Issued | 82        | 68.45     |           |
| 378202                  | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 6.23      |           |
| Invoice Description --> |  | BCID - WATER SYSTEM SUPPLIES   |        |           |           |           |
| 376799                  | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 62.22     |           |
| Invoice Description --> |  | BCID - WATER SYSTEM SUPPLIES   |        |           |           |           |
| <b>Total :</b>          |  |  |        | 68.45     | 0.00      | 68.45     |
| <b>Supplier Total :</b> |  |  |        | 68.45     | 0.00      | 68.45     |
| -----                   |  |  |        |           |           |           |
| 0791                    | BERRY & VALE CONTRACTING LTD             |  |        |           |           |           |
| 32136                   | 03-May-2012                              |  | Issued | 70        | 107402.12 |           |
| 771                     | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 37080.96  |           |
| Invoice Description --> |  | WCLF APRIL CONTRACTOR, REFRIDGERANT REMOVAL \$108                                  |        |           |           |           |
| 772                     | 01-4-2500-000                            | PAYABLES - TRADE   |        | C         | 70321.16  |           |
| Invoice Description --> |  | AVLF APRIL CONTRACTOR, REFRIDGERANT REMOVAL \$252, & OTHER OP \$2014.45, TIRES \$: |        |           |           |           |
| <b>Total :</b>          |  |  |        | 107402.12 | 0.00      | 107402.12 |

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 : 107402.12 0.00 107402.12

| Supplier  | Supplier Name          | Status              | Batch | Medium | Amount |        |
|---|------------------------|---------------------|-------|--------|--------|--------|
| Chq/Ref #   | Cheque Date            |                     |       | Debit  | Credit |        |
| Invoice No.   | Account No.            | Account Description |       |        |        |        |
| 0825  | BLACK PRESS GROUP LTD. |                     |       |        |        |        |
| 32176   | 10-May-2012            | Issued              | 74    | C      | 435.12 |        |
| 31598031  | 01-4-2500-000          | PAYABLES - TRADE    |       | 435.12 |        |        |
| Invoice Description --> ALBERNI VALLEY HEALTH NETWORK - ADVERTISING |                        |                     |       |        |        |        |
| Total :   |                        |                     |       | 435.12 | 0.00   | 435.12 |
| Supplier Total :  |                        |                     |       | 435.12 | 0.00   | 435.12 |

| Supplier  | Supplier Name | Status              | Batch | Medium | Amount |        |
|---|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref #                                       | Cheque Date   |                     |       | Debit  | Credit |        |
| Invoice No.                                     | Account No.   | Account Description |       |        |        |        |
| 0842  | BOUCHER, BOB  |                     |       |        |        |        |
| 32209   | 15-May-2012   | Issued              | 76    | C      | 500.00 |        |
| 372863  | 01-4-2500-000 | PAYABLES - TRADE    |       | 500.00 |        |        |
| Invoice Description --> LBA APRIL 2012 CLEANING |               |                     |       |        |        |        |
| Total :   |               |                     |       | 500.00 | 0.00   | 500.00 |
| Supplier Total :                                |               |                     |       | 500.00 | 0.00   | 500.00 |

| Supplier  | Supplier Name           | Status              | Batch | Medium   | Amount   |          |
|---|-------------------------|---------------------|-------|----------|----------|----------|
| Chq/Ref #   | Cheque Date             |                     |       | Debit    | Credit   |          |
| Invoice No.   | Account No.             | Account Description |       |          |          |          |
| 0914  | BOWERMAN EXCAVATING LTD |                     |       |          |          |          |
| 32137   | 03-May-2012             | Issued              | 70    | C        | 39971.76 |          |
| PC2548 - #1   | 01-4-2500-000           | PAYABLES - TRADE    |       | 39971.76 |          |          |
| Invoice Description --> SLVFD CAPITAL - HAROLD BISHOP FIREHALL WATER SERVICE - PAYMENT CERT. #1 |                         |                     |       |          |          |          |
| Total :   |                         |                     |       | 39971.76 | 0.00     | 39971.76 |
| Supplier Total :  |                         |                     |       | 39971.76 | 0.00     | 39971.76 |

| Supplier   | Supplier Name  | Status              | Batch | Medium  | Amount  |         |
|--|----------------|---------------------|-------|---------|---------|---------|
| Chq/Ref #  | Cheque Date    |                     |       | Debit   | Credit  |         |
| Invoice No.  | Account No.    | Account Description |       |         |         |         |
| 0950   | BRETT, KENNETH |                     |       |         |         |         |
| 32238  | 24-May-2012    | Issued              | 82    | C       | 1000.00 |         |
| BRE155201  | 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 |

| Supplier  | Supplier Name                          | Status              | Batch | Medium | Amount |        |
|---|--|---------------------|-------|--------|--------|--------|
| Chq/Ref #   | Cheque Date                            |                     |       | Debit  | Credit |        |
| Invoice No.   | Account No.                            | Account Description |       |        |        |        |
| 0992  | BUILDING OFFICIALS ASSOCIATION OF B.C. |                     |       |        |        |        |
| 32239   | 24-May-2012                            | Issued              | 82    | C      | 448.00 |        |
| NSDUES2012  | 01-4-2500-000                          | PAYABLES - TRADE    |       | 448.00 |        |        |
| Invoice Description --> NIGEL SUTTON MEMBERSHIP DUES 2012 |  |                     |       |        |        |        |
| Total :   |  |                     |       | 448.00 | 0.00   | 448.00 |
| Supplier Total :  |  |                     |       | 448.00 | 0.00   | 448.00 |

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 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name | Chq/Ref # | Cheque Date   | Status | Batch | Medium | Debit   | Credit | Amount  |
|-------------------------|---------------|-----------|---|--------|-------|--------|---------|--------|---------|
| 32179                   |               |           | 10-May-2012   | Issued | 74    | C      |         |        | 2860.48 |
| LBAPR13/12              |               |           | 01-4-2500-000   |        |       |        | 32.48   |        |         |
|                         |               |           | Invoice Description --> BWS - EMERGENCY EYE WASH BOTTLES - REIMBURSED EXPENSE |        |       |        |         |        |         |
| 2012-04                 |               |           | 01-4-2500-000   |        |       |        | 2828.00 |        |         |
|                         |               |           | Invoice Description --> BWS - APRIL 2012 CONTRACTOR                           |        |       |        |         |        |         |
| <b>Total :</b>          |               |           |   |        |       |        | 2860.48 | 0.00   | 2860.48 |
| <b>Supplier Total :</b> |               |           |   |        |       |        | 2860.48 | 0.00   | 2860.48 |

|                         |                      |  |   |        |    |   |       |      |       |
|-------------------------|----------------------|--|---|--------|----|---|-------|------|-------|
| 1058                    | C. BOWNE ENTERPRISES |  |   |        |    |   |       |      |       |
| 32240                   |                      |  | 24-May-2012                                 | Issued | 82 | C |       |      | 55.55 |
| 7933                    |                      |  | 01-4-2500-000                               |        |    |   | 55.55 |      |       |
|                         |                      |  | Invoice Description --> JANITORIAL SUPPLIES |        |    |   |       |      |       |
| <b>Total :</b>          |                      |  |   |        |    |   | 55.55 | 0.00 | 55.55 |
| <b>Supplier Total :</b> |                      |  |   |        |    |   | 55.55 | 0.00 | 55.55 |

|                         |                      |  |   |        |    |   |        |      |        |
|-------------------------|----------------------|--|---|--------|----|---|--------|------|--------|
| 1342                    | CITY OF PORT ALBERNI |  |   |        |    |   |        |      |        |
| 32210                   |                      |  | 15-May-2012   | Issued | 76 | C |        |      | 188.35 |
| MAY7/12                 |                      |  | 01-4-2500-000   |        |    |   | 188.35 |      |        |
|                         |                      |  | Invoice Description --> ACRD OFFICE - WATER & SEWER CHARGES JANUARY TO APRIL 2012 |        |    |   |        |      |        |
| <b>Total :</b>          |                      |  |   |        |    |   | 188.35 | 0.00 | 188.35 |
| <b>Supplier Total :</b> |                      |  |   |        |    |   | 188.35 | 0.00 | 188.35 |

|                         |                           |  |   |        |    |   |        |      |        |
|-------------------------|---------------------------|--|---|--------|----|---|--------|------|--------|
| 1356                    | CLAYOQUOT FOREST SERVICES |  |   |        |    |   |        |      |        |
| 32180                   |                           |  | 10-May-2012   | Issued | 74 | C |        |      | 374.65 |
| 394                     |                           |  | 01-4-2500-000   |        |    |   | 117.60 |      |        |
|                         |                           |  | Invoice Description --> SALMON BEACH - SEWAGE - PUMPER TRUCK INSPECTION |        |    |   |        |      |        |
| 396                     |                           |  | 01-4-2500-000   |        |    |   | 257.05 |      |        |
|                         |                           |  | Invoice Description --> SALMON BEACH - PUMPER TRUCK MAINTENANCE         |        |    |   |        |      |        |
| <b>Total :</b>          |                           |  |   |        |    |   | 374.65 | 0.00 | 374.65 |
| <b>Supplier Total :</b> |                           |  |   |        |    |   | 374.65 | 0.00 | 374.65 |

|                         |                           |  |   |        |    |   |        |      |        |
|-------------------------|---------------------------|--|---|--------|----|---|--------|------|--------|
| 1362                    | CLEARTECH INDUSTRIES INC. |  |   |        |    |   |        |      |        |
| 32241                   |                           |  | 24-May-2012   | Issued | 82 | C |        |      | 178.96 |
| 493852SJC               |                           |  | 01-4-2500-000   |        |    |   | 178.96 |      |        |
|                         |                           |  | Invoice Description --> LBA WATER SYSTEM - MILLSTREAM WATER - 50/50 SPLIT |        |    |   |        |      |        |
| <b>Total :</b>          |                           |  |   |        |    |   | 178.96 | 0.00 | 178.96 |
| <b>Supplier Total :</b> |                           |  |   |        |    |   | 178.96 | 0.00 | 178.96 |

1382 COAST CATERING COMPANY

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
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 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name                      | Chq/Ref #                    | Cheque Date | Status                  | Batch  | Medium | Amount  |
|-------------------------|------------------------------------|------------------------------|-------------|-------------------------|--------|--------|---------|
| Invoice No.             | Account No.                        | Account Description          |             | Debit                   | Credit | Amount |         |
| 32139                   | 03-May-2012                        |                              |             | Issued                  | 70     | C      | 174.72  |
| 16                      | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 174.72 |         |
| Invoice Description --> |                                    | SL APC REVIEW OF OCP - MEALS |             |                         |        |        |         |
|                         |                                    |                              |             | <b>Total :</b>          |        | 174.72 | 0.00    |
|                         |                                    |                              |             | <b>Supplier Total :</b> |        | 174.72 | 0.00    |
| -----                   |                                    |                              |             |                         |        |        |         |
| 1425                    | COAST WASTE MANAGEMENT ASSOCIATION |                              |             |                         |        |        |         |
| 32242                   | 24-May-2012                        |                              |             | Issued                  | 82     | C      | 40.00   |
| 2012-219                | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 40.00  |         |
| Invoice Description --> |                                    | ENVIRO SERVICES - WORKSHOP   |             |                         |        |        |         |
|                         |                                    |                              |             | <b>Total :</b>          |        | 40.00  | 0.00    |
|                         |                                    |                              |             | <b>Supplier Total :</b> |        | 40.00  | 0.00    |
| -----                   |                                    |                              |             |                         |        |        |         |
| 1434                    | COLUMBIA ICE                       |                              |             |                         |        |        |         |
| 32181                   | 10-May-2012                        |                              |             | Issued                  | 74     | C      | 31.12   |
| 071962                  | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 31.12  |         |
| Invoice Description --> |                                    | OFFICE SUPPLIES              |             |                         |        |        |         |
|                         |                                    |                              |             | <b>Total :</b>          |        | 31.12  | 0.00    |
|                         |                                    |                              |             | <b>Supplier Total :</b> |        | 31.12  | 0.00    |
| -----                   |                                    |                              |             |                         |        |        |         |
| 0806                    | CORIX - CONTROL SOLUTIONS          |                              |             |                         |        |        |         |
| 32237                   | 24-May-2012                        |                              |             | Issued                  | 82     | C      | 550.30  |
| INV24973                | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 94.81  |         |
| Invoice Description --> |                                    | LBA WATER SYSTEM SUPPLIES    |             |                         |        |        |         |
| INV25081                | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 455.49 |         |
| Invoice Description --> |                                    | BCID - WATER SYSTEM SUPPLIES |             |                         |        |        |         |
|                         |                                    |                              |             | <b>Total :</b>          |        | 550.30 | 0.00    |
|                         |                                    |                              |             | <b>Supplier Total :</b> |        | 550.30 | 0.00    |
| -----                   |                                    |                              |             |                         |        |        |         |
| 4986                    | CORIX WATER PRODUCTS LTD.          |                              |             |                         |        |        |         |
| 32220                   | 15-May-2012                        |                              |             | Issued                  | 76     | C      | 4529.14 |
| 1021331371              | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 104.52 |         |
| Invoice Description --> |                                    | BAMFIELD WATER SUPPLIES      |             |                         |        |        |         |
| 1021333741              | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 124.12 |         |
| Invoice Description --> |                                    | BAMFIELD WATER SUPPLIES      |             |                         |        |        |         |
| 1021333740              | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 140.00 |         |
| Invoice Description --> |                                    | BAMFIELD COMMUNITY PARK      |             |                         |        |        |         |
| 1021331361              | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 223.72 |         |
| Invoice Description --> |                                    | BAMFIELD WATER SUPPLIES      |             |                         |        |        |         |
| 1021331368              | 01-4-2500-000                      | PAYABLES - TRADE             |             |                         |        | 519.57 |         |
| Invoice Description --> |                                    | BAMFIELD WATER SUPPLIES      |             |                         |        |        |         |

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



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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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   |        |         |         |         |
| 1021331359              | 01-4-2500-000              | PAYABLES - TRADE  |        | 686.87  |         |         |
|                         |                            | Invoice Description --> BAMFIELD WATER SUPPLIES                         |        |         |         |         |
| 1021331367              | 01-4-2500-000              | PAYABLES - TRADE  |        | 2730.34 |         |         |
|                         |                            | Invoice Description --> BAMFIELD WATER SUPPLIES                         |        |         |         |         |
| <b>Total :</b>          |                            |   |        | 4529.14 | 0.00    | 4529.14 |
| <b>Supplier Total :</b> |                            |   |        | 4529.14 | 0.00    | 4529.14 |
| 1650                    | CUPE - LOCAL 118           |   |        |         | 1422.52 |         |
| 32140                   | 03-May-2012                |   | Issued | 70      | C       |         |
| DUEAPR12                | 01-4-2500-000              | PAYABLES - TRADE  |        | 1422.52 |         |         |
|                         |                            | Invoice Description --> APRIL 2012 UNION DUES                           |        |         |         |         |
| <b>Total :</b>          |                            |   |        | 1422.52 | 0.00    | 1422.52 |
| <b>Supplier Total :</b> |                            |   |        | 1422.52 | 0.00    | 1422.52 |
| 1848                    | D.R.CLOUGH CONSULTING      |   |        |         | 347.20  |         |
| 32141                   | 03-May-2012                |   | Issued | 70      | C       |         |
| MCGILL11-1DRC           | 01-4-2500-000              | PAYABLES - TRADE  |        | 347.20  |         |         |
|                         |                            | Invoice Description --> LBA CAPITAL - ACCESS ROAD CULVERTS              |        |         |         |         |
| <b>Total :</b>          |                            |   |        | 347.20  | 0.00    | 347.20  |
| <b>Supplier Total :</b> |                            |   |        | 347.20  | 0.00    | 347.20  |
| 1709                    | DEER BAY CONTRACTING       |   |        |         | 1084.16 |         |
| 32182                   | 10-May-2012                |   | Issued | 74      | C       |         |
| 2058                    | 01-4-2500-000              | PAYABLES - TRADE  |        | 106.40  |         |         |
|                         |                            | Invoice Description --> SALMON BEACH - TRANSPORTATION                   |        |         |         |         |
| 2051                    | 01-4-2500-000              | PAYABLES - TRADE  |        | 372.40  |         |         |
|                         |                            | Invoice Description --> SALMON BEACH - SEWAGE                           |        |         |         |         |
| 2056                    | 01-4-2500-000              | PAYABLES - TRADE  |        | 605.36  |         |         |
|                         |                            | Invoice Description --> SALMON BEACH - RECREATION                       |        |         |         |         |
| <b>Total :</b>          |                            |   |        | 1084.16 | 0.00    | 1084.16 |
| <b>Supplier Total :</b> |                            |   |        | 1084.16 | 0.00    | 1084.16 |
| 1718                    | DENIS FRANCOEUR BACKHOEING |   |        |         | 1372.00 |         |
| 32183                   | 10-May-2012                |   | Issued | 74      | C       |         |
| 1999736                 | 01-4-2500-000              | PAYABLES - TRADE  |        | 1372.00 |         |         |
|                         |                            | Invoice Description --> AVRA - BEAVER DAMS CLEAN UP AND CULVERT REPAIRS |        |         |         |         |
| <b>Total :</b>          |                            |   |        | 1372.00 | 0.00    | 1372.00 |
| <b>Supplier Total :</b> |                            |   |        | 1372.00 | 0.00    | 1372.00 |

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
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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 |         |        |         |
| 1847   | DUPERE, JOHANNE                               |                     |             |        |         |        |         |
| 32243  | 24-May-2012                                   |                     |             | Issued | 82      | C      | 200.00  |
| DUP155202  | 01-4-2500-000                                 | PAYABLES - TRADE    | 200.00      |        |         |        |         |
| Invoice Description --> SPROAT PARKS CARETAKER               |   |                     |             |        |         |        |         |
| <b>Total :</b>   |   |                     | 200.00      | 0.00   | 200.00  |        |         |
| <b>Supplier Total :</b>                                      |   |                     | 200.00      | 0.00   | 200.00  |        |         |
| 0940   | DUVALL, E.                                    |                     |             |        |         |        |         |
| 32178  | 10-May-2012                                   |                     |             | Issued | 74      | C      | 1400.00 |
| BRA125655112   | 01-4-2500-000                                 | PAYABLES - TRADE    | 1400.00     |        |         |        |         |
| Invoice Description --> JANITORIAL EXP                       |   |                     |             |        |         |        |         |
| <b>Total :</b>   |   |                     | 1400.00     | 0.00   | 1400.00 |        |         |
| <b>Supplier Total :</b>                                      |   |                     | 1400.00     | 0.00   | 1400.00 |        |         |
| 1883   | EAGLE EYE ENTERPRISES LTD                     |                     |             |        |         |        |         |
| 32184  | 10-May-2012                                   |                     |             | Issued | 74      | C      | 1232.00 |
| 1097   | 01-4-2500-000                                 | PAYABLES - TRADE    | 1232.00     |        |         |        |         |
| Invoice Description --> SALMON BEACH - SEWAGE                |   |                     |             |        |         |        |         |
| <b>Total :</b>   |   |                     | 1232.00     | 0.00   | 1232.00 |        |         |
| <b>Supplier Total :</b>                                      |   |                     | 1232.00     | 0.00   | 1232.00 |        |         |
| 1890   | EBA ENGINEERING CONSULTANTS LTD.              |                     |             |        |         |        |         |
| 32142  | 03-May-2012                                   |                     |             | Issued | 70      | C      | 3028.51 |
| 60369968   | 01-4-2500-000                                 | PAYABLES - TRADE    | 3028.51     |        |         |        |         |
| Invoice Description --> LBA SMS PHASE II PROJECT             |   |                     |             |        |         |        |         |
| <b>Total :</b>   |   |                     | 3028.51     | 0.00   | 3028.51 |        |         |
| <b>Supplier Total :</b>                                      |   |                     | 3028.51     | 0.00   | 3028.51 |        |         |
| 1971   | ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM |                     |             |        |         |        |         |
| 32244  | 24-May-2012                                   |                     |             | Issued | 82      | C      | 56.00   |
| 20120349   | 01-4-2500-000                                 | PAYABLES - TRADE    | 56.00       |        |         |        |         |
| Invoice Description --> BCID - FACILITY RECLASSIFICATION FEE |   |                     |             |        |         |        |         |
| <b>Total :</b>   |   |                     | 56.00       | 0.00   | 56.00   |        |         |
| <b>Supplier Total :</b>                                      |   |                     | 56.00       | 0.00   | 56.00   |        |         |
| 1970   | EQUIFAX CANADA INC.                           |                     |             |        |         |        |         |
| 32211  | 15-May-2012                                   |                     |             | Issued | 76      | C      | 17.81   |
| 7050054  | 01-4-2500-000                                 | PAYABLES - TRADE    | 17.81       |        |         |        |         |
| Invoice Description --> WCLF CREDIT CHECKS                   |   |                     |             |        |         |        |         |

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 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name | Status              | Batch | Medium | Amount |       |
|-------------------------|---------------|---------------------|-------|--------|--------|-------|
| Chq/Ref #               | Cheque Date   |                     |       | Debit  | Credit |       |
| Invoice No.             | Account No.   | Account Description |       |        |        |       |
| <b>Total :</b>          |               |                     |       | 17.81  | 0.00   | 17.81 |
| <b>Supplier Total :</b> |               |                     |       | 17.81  | 0.00   | 17.81 |

|                         |                |   |    |       |       |       |
|-------------------------|----------------|---|----|-------|-------|-------|
| 1990                    | EVITT ELECTRIC | Issued  | 70 | C     | 14.08 |       |
| 32143                   | 03-May-2012    |   |    | 14.08 |       |       |
| 44130C                  | 01-4-2500-000  | PAYABLES - TRADE  |    |       |       |       |
| Invoice Description --> |                | SLFVD CAPITAL - HAROLD BISHOP FIREHALL WATER SERVICE - WATER METER KEYS |    |       |       |       |
| <b>Total :</b>          |                |   |    | 14.08 | 0.00  | 14.08 |
| <b>Supplier Total :</b> |                |   |    | 14.08 | 0.00  | 14.08 |

|                         |                   |                  |    |       |       |       |
|-------------------------|-------------------|------------------|----|-------|-------|-------|
| 2052                    | FLOWERS UNLIMITED | Issued           | 70 | C     | 56.00 |       |
| 32144                   | 03-May-2012       |                  |    | 56.00 |       |       |
| 16205                   | 01-4-2500-000     | PAYABLES - TRADE |    |       |       |       |
| Invoice Description --> |                   | OFFICE EXPENSES  |    |       |       |       |
| <b>Total :</b>          |                   |                  |    | 56.00 | 0.00  | 56.00 |
| <b>Supplier Total :</b> |                   |                  |    | 56.00 | 0.00  | 56.00 |

|                         |               |                                      |    |        |        |        |
|-------------------------|---------------|--------------------------------------|----|--------|--------|--------|
| 2067                    | FORTISBC      | Issued                               | 77 | C      | 101.08 |        |
| 32226                   | 16-May-2012   |                                      |    | 101.08 |        |        |
| APR24/12                | 01-4-2500-000 | PAYABLES - TRADE                     |    |        |        |        |
| Invoice Description --> |               | BCVFD - MONTHLY NATURAL GAS FOR HALL |    |        |        |        |
| <b>Total :</b>          |               |                                      |    | 101.08 | 0.00   | 101.08 |
| <b>Supplier Total :</b> |               |                                      |    | 101.08 | 0.00   | 101.08 |

|                         |               |   |    |         |         |         |
|-------------------------|---------------|---|----|---------|---------|---------|
| 2140                    | GEDDES, RICK  | Issued  | 77 | C       | 1800.00 |         |
| 32227                   | 16-May-2012   |   |    | 1800.00 |         |         |
| 64                      | 01-4-2500-000 | PAYABLES - TRADE                                  |    |         |         |         |
| Invoice Description --> |               | BCVFD - FIRST RESPONDER INITIAL CERT. (6 MEMBERS) |    |         |         |         |
| <b>Total :</b>          |               |   |    | 1800.00 | 0.00    | 1800.00 |
| <b>Supplier Total :</b> |               |   |    | 1800.00 | 0.00    | 1800.00 |

|                         |               |  |    |         |         |         |
|-------------------------|---------------|--|----|---------|---------|---------|
| 4156                    | GENIVAR INC.  | Issued   | 70 | C       | 1332.41 |         |
| 32157                   | 03-May-2012   |  |    | 1332.41 |         |         |
| 16137                   | 01-4-2500-000 | PAYABLES - TRADE   |    |         |         |         |
| Invoice Description --> |               | LBA APRIL - JUNE 2012 LANDING FEE SOFTWARE MAINTENANCE AGREEMENT |    |         |         |         |
| <b>Total :</b>          |               |  |    | 1332.41 | 0.00    | 1332.41 |

|       |               |                  |    |   |         |
|-------|---------------|------------------|----|---|---------|
| 32255 | 24-May-2012   | Issued           | 82 | C | 3150.88 |
| 16332 | 01-4-2500-000 | PAYABLES - TRADE |    |   |         |

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Cheque Register - Detail - Supp.



Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |        |        |

Invoice Description --> LBA - ACAP PROJECTS

Total : 3150.88 0.00 3150.88

Supplier Total : 4483.29 0.00 4483.29

2300 GRAND & TOY

|   |               |                  |  |        |    |       |        |      |        |
|---|---------------|------------------|--|--------|----|-------|--------|------|--------|
| 32145                                   | 03-May-2012   |                  |  | Issued | 70 | C     | 100.94 |      |        |
| D407027                                 | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 14.64 |        |      |        |
| Invoice Description --> OFFICE SUPPLIES |               |                  |  |        |    |       |        |      |        |
| D394478                                 | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 86.30 |        |      |        |
| Invoice Description --> OFFICE SUPPLIES |               |                  |  |        |    |       |        |      |        |
| Total :                                 |               |                  |  |        |    |       | 100.94 | 0.00 | 100.94 |

32213 15-May-2012

|   |               |                  |  |        |    |        |        |      |        |
|---|---------------|------------------|--|--------|----|--------|--------|------|--------|
| D453547   | 01-4-2500-000 | PAYABLES - TRADE |  | Issued | 76 | C      | 387.55 |      |        |
| Invoice Description --> OFFICE SUPPLIES                                 |               |                  |  |        |    |        |        |      |        |
| D432093   | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 335.18 |        |      |        |
| Invoice Description --> OFFICE SUPPLIES \$19.73, PAPER & TONER \$279.54 |               |                  |  |        |    |        |        |      |        |
| Total :   |               |                  |  |        |    |        | 387.55 | 0.00 | 387.55 |

32245 24-May-2012

|  |               |                  |  |        |    |   |        |      |        |
|--|---------------|------------------|--|--------|----|---|--------|------|--------|
| D471241  | 01-4-2500-000 | PAYABLES - TRADE |  | Issued | 82 | C | 266.36 |      |        |
| Invoice Description --> PAPER & TONER SUPPLIES |               |                  |  |        |    |   |        |      |        |
| Total :  |               |                  |  |        |    |   | 266.36 | 0.00 | 266.36 |
| Supplier Total :                               |               |                  |  |        |    |   | 754.85 | 0.00 | 754.85 |

2354 H2O ENVIRONMENTAL LTD.

|   |               |                  |  |        |    |         |         |      |         |
|---|---------------|------------------|--|--------|----|---------|---------|------|---------|
| 32246                                       | 24-May-2012   |                  |  | Issued | 82 | C       | 4702.88 |      |         |
| 1241  | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 4702.88 |         |      |         |
| Invoice Description --> SALMON BEACH SEWAGE |               |                  |  |        |    |         |         |      |         |
| Total :                                     |               |                  |  |        |    |         | 4702.88 | 0.00 | 4702.88 |
| Supplier Total :                            |               |                  |  |        |    |         | 4702.88 | 0.00 | 4702.88 |

2485 HOLDER, DAN

|  |               |                  |  |        |    |         |         |      |         |
|--|---------------|------------------|--|--------|----|---------|---------|------|---------|
| 32147  | 03-May-2012   |                  |  | Issued | 70 | C       | 4201.50 |      |         |
| DHMAY1/12  | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 4201.50 |         |      |         |
| Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - APRIL 2012 |               |                  |  |        |    |         |         |      |         |
| Total :  |               |                  |  |        |    |         | 4201.50 | 0.00 | 4201.50 |
| 32185  | 10-May-2012   |                  |  | Issued | 74 | C       | 75.48   |      |         |
| DNAPR22/12   | 01-4-2500-000 | PAYABLES - TRADE |  |        |    | 75.48   |         |      |         |
| Invoice Description --> ACRD FUEL - REIMBURSEMENT FOR EXPENSES           |               |                  |  |        |    |         |         |      |         |

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 Date : Jun 06, 2012

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name | Status              | Batch | Medium  | Amount |
|-------------------------|---------------|---------------------|-------|---------|--------|
| Chq/Ref #               | Cheque Date   |                     |       | Debit   | Credit |
| Invoice No.             | Account No.   | Account Description |       |         |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 75.48   | 0.00   |
|                         |               |                     |       | 75.48   |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 4276.98 | 0.00   |
|                         |               |                     |       | 4276.98 |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 500.00  | 0.00   |
|                         |               |                     |       | 500.00  |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 500.00  | 0.00   |
|                         |               |                     |       | 500.00  |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 748.96  | 0.00   |
|                         |               |                     |       | 748.96  |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 748.96  | 0.00   |
|                         |               |                     |       | 748.96  |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 839.82  | 0.00   |
|                         |               |                     |       | 839.82  |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 839.82  | 0.00   |
|                         |               |                     |       | 839.82  |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 3066.56 | 0.00   |
|                         |               |                     |       | 3066.56 |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 3066.56 | 0.00   |
|                         |               |                     |       | 3066.56 |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 783.71  | 0.00   |
|                         |               |                     |       | 783.71  |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 783.71  | 0.00   |
|                         |               |                     |       | 783.71  |        |
| <b>Total :</b>          |               |                     |       |         |        |
|                         |               |                     |       | 22.40   | 0.00   |
|                         |               |                     |       | 22.40   |        |
| <b>Supplier Total :</b> |               |                     |       |         |        |
|                         |               |                     |       | 22.40   | 0.00   |
|                         |               |                     |       | 22.40   |        |

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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 |       |         |         |      |         |
| Invoice Description --> FLAT TIRE - JEEP LIBERTY                          |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 22.40   | 0.00 | 22.40   |
| <b>Supplier Total :</b>   |                                    |                     |             |        |       |         | 22.40   | 0.00 | 22.40   |
| 2858  | KGC FIRE RESCUE INC.               |                     |             |        |       |         |         |      |         |
| 32249   | 24-May-2012                        |                     |             | Issued | 82    | C       | 224.00  |      |         |
| 232839  | 01-4-2500-000                      | PAYABLES - TRADE    |             |        |       | 224.00  |         |      |         |
| Invoice Description --> BCVFD - HYBRID VEHICLE TRAINING                   |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 224.00  | 0.00 | 224.00  |
| <b>Supplier Total :</b>   |                                    |                     |             |        |       |         | 224.00  | 0.00 | 224.00  |
| 0200  | LADY ROSE MARINE SERVICES          |                     |             |        |       |         |         |      |         |
| 32170   | 10-May-2012                        |                     |             | Issued | 74    | C       | 1072.93 |      |         |
| LRAPR/12  | 01-4-2500-000                      | PAYABLES - TRADE    |             |        |       | 1072.93 |         |      |         |
| Invoice Description --> BAMFIELD BINS \$870, BWS \$76.48, POSTAGE \$11.50 |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 1072.93 | 0.00 | 1072.93 |
| <b>Supplier Total :</b>   |                                    |                     |             |        |       |         | 1072.93 | 0.00 | 1072.93 |
| 3011  | LANDWORKS CONSULTANTS INC          |                     |             |        |       |         |         |      |         |
| 32148   | 03-May-2012                        |                     |             | Issued | 70    | C       | 1611.90 |      |         |
| 12011   | 01-4-2500-000                      | PAYABLES - TRADE    |             |        |       | 1611.90 |         |      |         |
| Invoice Description --> RURAL OCP'S PROJECT                               |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 1611.90 | 0.00 | 1611.90 |
| <b>Supplier Total :</b>   |                                    |                     |             |        |       |         | 1611.90 | 0.00 | 1611.90 |
| 3147  | M & D AUTO PART LTD.               |                     |             |        |       |         |         |      |         |
| 32229   | 16-May-2012                        |                     |             | Issued | 77    | C       | 600.13  |      |         |
| 5624170   | 01-4-2500-000                      | PAYABLES - TRADE    |             |        |       | 600.13  |         |      |         |
| Invoice Description --> BCVFD - TRUCK #51 BATTERIES REPLACED              |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 600.13  | 0.00 | 600.13  |
| <b>Supplier Total :</b>   |                                    |                     |             |        |       |         | 600.13  | 0.00 | 600.13  |
| 3247  | MATTHEWS STORE FIXTURES & SHELVING |                     |             |        |       |         |         |      |         |
| 32149   | 03-May-2012                        |                     |             | Issued | 70    | C       | 282.80  |      |         |
| 54090   | 01-4-2500-000                      | PAYABLES - TRADE    |             |        |       | 282.80  |         |      |         |
| Invoice Description --> OFFICE SUPPLIES                                   |                                    |                     |             |        |       |         |         |      |         |
| <b>Total :</b>  |                                    |                     |             |        |       |         | 282.80  | 0.00 | 282.80  |

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| Supplier                | Supplier Name                              | Chq/Ref #                            | Cheque Date | Status | Batch | Medium  | Amount  |         |
|-------------------------|--|--------------------------------------|-------------|--------|-------|---------|---------|---------|
| Invoice No.             | Account No.                                | Account Description                  | Debit       | Credit |       |         |         |         |
| <b>Supplier Total :</b> |  |                                      |             |        |       | 282.80  | 0.00    | 282.80  |
| -----                   |  |                                      |             |        |       |         |         |         |
| <b>3272</b>             | <b>MCCONNELL, SHAWN</b>                    |                                      |             |        |       |         |         |         |
| 32188                   | 10-May-2012                                |                                      |             | Issued | 74    | C       | 2091.98 |         |
| 746744                  | 01-4-2500-000                              | PAYABLES - TRADE                     | 787.58      |        |       |         |         |         |
|                         | Invoice Description -->                    | APRIL MILLSTREAM WATER CONTRACTOR    |             |        |       |         |         |         |
| 746745                  | 01-4-2500-000                              | PAYABLES - TRADE                     | 1304.40     |        |       |         |         |         |
|                         | Invoice Description -->                    | APRIL LONG BEACH WATER CONTRACTOR    |             |        |       |         |         |         |
| <b>Total :</b>          |  |                                      |             |        |       | 2091.98 | 0.00    | 2091.98 |
| <b>Supplier Total :</b> |  |                                      |             |        |       | 2091.98 | 0.00    | 2091.98 |
| -----                   |  |                                      |             |        |       |         |         |         |
| <b>3269</b>             | <b>MCCOY LAKE FARM</b>                     |                                      |             |        |       |         |         |         |
| 32250                   | 24-May-2012                                |                                      |             | Issued | 82    | C       | 840.00  |         |
| 519701                  | 01-4-2500-000                              | PAYABLES - TRADE                     | 840.00      |        |       |         |         |         |
|                         | Invoice Description -->                    | AVRA - GRASS CUTTING                 |             |        |       |         |         |         |
| <b>Total :</b>          |  |                                      |             |        |       | 840.00  | 0.00    | 840.00  |
| <b>Supplier Total :</b> |  |                                      |             |        |       | 840.00  | 0.00    | 840.00  |
| -----                   |  |                                      |             |        |       |         |         |         |
| <b>3280</b>             | <b>MCGILL &amp; ASSOCIATES ENGINEERING</b> |                                      |             |        |       |         |         |         |
| 32150                   | 03-May-2012                                |                                      |             | Issued | 70    | C       | 1414.56 |         |
| 13770                   | 01-4-2500-000                              | PAYABLES - TRADE                     | 105.00      |        |       |         |         |         |
|                         | Invoice Description -->                    | SALMON BEACH SEWAGE FIELD            |             |        |       |         |         |         |
| 13767                   | 01-4-2500-000                              | PAYABLES - TRADE                     | 184.80      |        |       |         |         |         |
|                         | Invoice Description -->                    | AVLF GENERAL CONSULTING              |             |        |       |         |         |         |
| 13769                   | 01-4-2500-000                              | PAYABLES - TRADE                     | 231.84      |        |       |         |         |         |
|                         | Invoice Description -->                    | HAROLD BISHOP FIREHALL WATER SERVICE |             |        |       |         |         |         |
| 13768                   | 01-4-2500-000                              | PAYABLES - TRADE                     | 340.20      |        |       |         |         |         |
|                         | Invoice Description -->                    | AVRA GENERAL CONSULTING COSTS        |             |        |       |         |         |         |
| 13771                   | 01-4-2500-000                              | PAYABLES - TRADE                     | 552.72      |        |       |         |         |         |
|                         | Invoice Description -->                    | LBA ACCESS ROAD CULVERTS             |             |        |       |         |         |         |
| <b>Total :</b>          |  |                                      |             |        |       | 1414.56 | 0.00    | 1414.56 |
| <b>Supplier Total :</b> |  |                                      |             |        |       | 1414.56 | 0.00    | 1414.56 |
| -----                   |  |                                      |             |        |       |         |         |         |
| <b>3293</b>             | <b>MCMASTER, DUNCAN</b>                    |                                      |             |        |       |         |         |         |
| 32189                   | 10-May-2012                                |                                      |             | Issued | 74    | C       | 315.00  |         |
| DMAPR25/12              | 01-4-2500-000                              | PAYABLES - TRADE                     | 315.00      |        |       |         |         |         |
|                         | Invoice Description -->                    | APRIL 25 BOARD OF DIRECTORS MEETING  |             |        |       |         |         |         |
| <b>Total :</b>          |  |                                      |             |        |       | 315.00  | 0.00    | 315.00  |
| <b>Supplier Total :</b> |  |                                      |             |        |       | 315.00  | 0.00    | 315.00  |

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 Medium :  
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| Supplier  | Supplier Name              | Chq/Ref #           | Cheque Date | Status | Batch | Medium   | Amount   |          |
|---|----------------------------|---------------------|-------------|--------|-------|----------|----------|----------|
| Invoice No.   | Account No.                | Account Description | Debit       | Credit |       |          |          |          |
| <b>3353</b>   | <b>MEUNIER, NORMAN</b>     |                     |             |        |       |          |          |          |
| 32151   | 03-May-2012                |                     | Issued      | 70     | C     | 420.00   | 420.00   |          |
| 551069  | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 420.00   |          |          |
| Invoice Description --> BWS - CONSULTING SERVICES                                 |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 420.00   | 0.00     | 420.00   |
| <b>Supplier Total :</b>   |                            |                     |             |        |       | 420.00   | 0.00     | 420.00   |
| <b>3505</b>   | <b>MFA LEASING</b>         |                     |             |        |       |          |          |          |
| AUTO55203   | 28-May-2012                |                     | Issued      | 81     | E     | 2651.31  | 2651.31  |          |
| SALBCH55203   | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 2651.31  |          |          |
| Invoice Description --> SALMON BEACH LEASE - TRUCK                                |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 2651.31  | 0.00     | 2651.31  |
| <b>Supplier Total :</b>   |                            |                     |             |        |       | 5375.54  | 0.00     | 5375.54  |
| <b>3370</b>   | <b>MINISTER OF FINANCE</b> |                     |             |        |       |          |          |          |
| 32152   | 03-May-2012                |                     | Issued      | 70     | C     | 280.00   | 280.00   |          |
| CROWNTENURE - /   | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 280.00   |          |          |
| Invoice Description --> BVFD - CROWN TENURE APPLICATION - BAMFIELD FIRE BOAT DOCK |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 280.00   | 0.00     | 280.00   |
| <b>32190</b>  | <b>10-May-2012</b>         |                     | Issued      | 74     | C     | 3997.99  | 3997.99  |          |
| 572532  | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 3997.99  |          |          |
| Invoice Description --> BAMFIELD GARBAGE AND RECYCLE ANNUAL LEASE                 |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 3997.99  | 0.00     | 3997.99  |
| <b>32191</b>  | <b>10-May-2012</b>         |                     | Issued      | 74     | C     | 156.98   | 156.98   |          |
| WATERLIC2012  | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 156.98   |          |          |
| Invoice Description --> 2012 WATER LICENSE RENTALS - AVLF \$135, BWS \$18.55      |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 156.98   | 0.00     | 156.98   |
| <b>Supplier Total :</b>   |                            |                     |             |        |       | 4434.97  | 0.00     | 4434.97  |
| <b>3435</b>   | <b>MOLLON TYLER-MOLLON</b> |                     |             |        |       |          |          |          |
| 32251   | 24-May-2012                |                     | Issued      | 82     | C     | 10640.00 | 10640.00 |          |
| MTM2012AUDIT#2  | 01-4-2500-000              | PAYABLES - TRADE    |             |        |       | 10640.00 |          |          |
| Invoice Description --> 2011 AUDIT - SECOND INTERIM BILLING                       |                            |                     |             |        |       |          |          |          |
| <b>Total :</b>  |                            |                     |             |        |       | 10640.00 | 0.00     | 10640.00 |

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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 |        |          |          |          |          |
| <b>Supplier Total :</b>   |                                    |                     |        | 10640.00 | 0.00     | 10640.00 |          |
| <b>3500</b>   | <b>MUNICIPAL FINANCE AUTHORITY</b> |                     |        |          |          |          |          |
| EFT-8   | 01-May-2012                        |                     | Issued | 89       | E        | 53.25    |          |
| 04/2012TEMP   | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 53.25    |          |
| Invoice Description --> TEMPORARY BORROWING INTEREST                    |                                    |                     |        |          |          |          |          |
| <b>Total :</b>  |                                    |                     |        |          | 53.25    | 0.00     | 53.25    |
| <b>Supplier Total :</b>   |                                    |                     |        |          | 53.25    | 0.00     | 53.25    |
| <b>3490</b>   | <b>MUNICIPAL PENSION PLAN</b>      |                     |        |          |          |          |          |
| EFT-10  | 25-May-2012                        |                     | Issued | 87       | E        | 5848.27  |          |
| MAY13/12 - SUPER  | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 5848.27  |          |
| Invoice Description --> PP ENDING MAY 13 - SUPERANNUATION               |                                    |                     |        |          |          |          |          |
| <b>Total :</b>  |                                    |                     |        |          | 5848.27  | 0.00     | 5848.27  |
| EFT-11  | 31-May-2012                        |                     | Issued | 87       | E        | 5879.86  |          |
| MAY 27/12 - SUPER   | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 5879.86  |          |
| Invoice Description --> PP ENDING MAY 27 - SUPERANNUATION               |                                    |                     |        |          |          |          |          |
| <b>Total :</b>  |                                    |                     |        |          | 5879.86  | 0.00     | 5879.86  |
| <b>Supplier Total :</b>   |                                    |                     |        |          | 11728.13 | 0.00     | 11728.13 |
| <b>3551</b>   | <b>MYRES, LINDA</b>                |                     |        |          |          |          |          |
| 32153   | 03-May-2012                        |                     | Issued | 70       | C        | 116.33   |          |
| LMAPR25/12  | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 116.33   |          |
| Invoice Description --> BCEP - SURVEY AND OFFICE SUPPLIES               |                                    |                     |        |          |          |          |          |
| <b>Total :</b>  |                                    |                     |        |          | 116.33   | 0.00     | 116.33   |
| <b>Supplier Total :</b>   |                                    |                     |        |          | 116.33   | 0.00     | 116.33   |
| <b>3600</b>   | <b>NEOPOST</b>                     |                     |        |          |          |          |          |
| 32252   | 24-May-2012                        |                     | Issued | 82       | C        | 200.44   |          |
| 1943325   | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 200.44   |          |
| Invoice Description --> NEOPOST FOLDER/STUFFER                          |                                    |                     |        |          |          |          |          |
| <b>Total :</b>  |                                    |                     |        |          | 200.44   | 0.00     | 200.44   |
| <b>Supplier Total :</b>   |                                    |                     |        |          | 200.44   | 0.00     | 200.44   |
| <b>3622</b>   | <b>NICKLIN WASTE DISPOSAL</b>      |                     |        |          |          |          |          |
| 32192   | 10-May-2012                        |                     | Issued | 74       | C        | 73.92    |          |
| 3849  | 01-4-2500-000                      | PAYABLES - TRADE    |        |          |          | 73.92    |          |
| Invoice Description --> COUGAR SMITH PARK GARBAGE MAY 1 - JULY 31, 2012 |                                    |                     |        |          |          |          |          |

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| Supplier                | Supplier Name | Chq/Ref #           | Cheque Date | Status | Batch | Medium | Amount |      |       |
|-------------------------|---------------|---------------------|-------------|--------|-------|--------|--------|------|-------|
| Invoice No.             | Account No.   | Account Description |             |        |       | Debit  | Credit |      |       |
| <b>Total :</b>          |               |                     |             |        |       |        | 73.92  | 0.00 | 73.92 |
| <b>Supplier Total :</b> |               |                     |             |        |       |        | 73.92  | 0.00 | 73.92 |

|                         |   |   |        |    |   |         |         |      |         |
|-------------------------|---|---|--------|----|---|---------|---------|------|---------|
| <b>3631</b>             | <b>NORTH ISLAND COMMUNICATIONS INC.</b> |   |        |    |   |         |         |      |         |
| 32193                   | 10-May-2012                             |   | Issued | 74 | C |         | 1232.00 |      |         |
| NIMAY1/12               | 01-4-2500-000                           | PAYABLES - TRADE                            |        |    |   | 1232.00 |         |      |         |
| Invoice Description --> |   | BECF - BATTERIES FOR TSUNAMI WARNING SYSTEM |        |    |   |         |         |      |         |
| <b>Total :</b>          |   |   |        |    |   |         | 1232.00 | 0.00 | 1232.00 |
| <b>Supplier Total :</b> |   |   |        |    |   |         | 1232.00 | 0.00 | 1232.00 |

|                         |                                  |                            |        |    |   |        |        |      |        |
|-------------------------|----------------------------------|----------------------------|--------|----|---|--------|--------|------|--------|
| <b>3651</b>             | <b>NORTH ISLAND LABORATORIES</b> |                            |        |    |   |        |        |      |        |
| 32154                   | 03-May-2012                      |                            | Issued | 70 | C |        | 112.00 |      |        |
| 81175                   | 01-4-2500-000                    | PAYABLES - TRADE           |        |    |   | 112.00 |        |      |        |
| Invoice Description --> |                                  | SALMON BEACH WATER TESTING |        |    |   |        |        |      |        |
| <b>Total :</b>          |                                  |                            |        |    |   |        | 112.00 | 0.00 | 112.00 |
| <b>Supplier Total :</b> |                                  |                            |        |    |   |        | 112.00 | 0.00 | 112.00 |

|                         |                                       |                  |        |    |   |        |        |      |        |
|-------------------------|---------------------------------------|------------------|--------|----|---|--------|--------|------|--------|
| <b>2010</b>             | <b>OUGHTRED COFFEE &amp; TEA LTD.</b> |                  |        |    |   |        |        |      |        |
| 32212                   | 15-May-2012                           |                  | Issued | 76 | C |        | 100.48 |      |        |
| 64281                   | 01-4-2500-000                         | PAYABLES - TRADE |        |    |   | 100.48 |        |      |        |
| Invoice Description --> |                                       | OFFICE SUPPLIES  |        |    |   |        |        |      |        |
| <b>Total :</b>          |                                       |                  |        |    |   |        | 100.48 | 0.00 | 100.48 |
| <b>Supplier Total :</b> |                                       |                  |        |    |   |        | 100.48 | 0.00 | 100.48 |

|                         |                           |                    |        |    |   |         |         |      |         |
|-------------------------|---------------------------|--------------------|--------|----|---|---------|---------|------|---------|
| <b>3792</b>             | <b>PACIFIC BLUE CROSS</b> |                    |        |    |   |         |         |      |         |
| 32253                   | 24-May-2012               |                    | Issued | 82 | C |         | 3735.77 |      |         |
| PBCJUNE12               | 01-4-2500-000             | PAYABLES - TRADE   |        |    |   | 3735.77 |         |      |         |
| Invoice Description --> |                           | JUNE 2012 PREMIUMS |        |    |   |         |         |      |         |
| <b>Total :</b>          |                           |                    |        |    |   |         | 3735.77 | 0.00 | 3735.77 |
| <b>Supplier Total :</b> |                           |                    |        |    |   |         | 3735.77 | 0.00 | 3735.77 |

|                         |                     |                  |        |    |   |        |        |      |        |
|-------------------------|---------------------|------------------|--------|----|---|--------|--------|------|--------|
| <b>4010</b>             | <b>PETRO CANADA</b> |                  |        |    |   |        |        |      |        |
| 32194                   | 10-May-2012         |                  | Issued | 74 | C |        | 778.71 |      |        |
| PCAPR12                 | 01-4-2500-000       | PAYABLES - TRADE |        |    |   | 778.71 |        |      |        |
| Invoice Description --> |                     | FUEL RD VEHICLES |        |    |   |        |        |      |        |
| <b>Total :</b>          |                     |                  |        |    |   |        | 778.71 | 0.00 | 778.71 |

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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   |        |       |         |         |         |
| <b>Supplier Total :</b> |                                   |   |        |       | 778.71  | 0.00    | 778.71  |
| -----                   |                                   |   |        |       |         |         |         |
| <b>3797</b>             | <b>PITEAU ASSOCIATES</b>          |   |        |       |         |         |         |
| 32155                   | 03-May-2012                       |   | Issued | 70    | C       | 3662.40 |         |
| 15734                   | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 3662.40 |         |         |
| Invoice Description --> |                                   | WCLF MONITORING PROGRAM - ANNUAL MONITORING PROGRAM               |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 3662.40 | 0.00    | 3662.40 |
| <b>32254</b>            | <b>24-May-2012</b>                |   | Issued | 82    | C       | 5569.20 |         |
| 15778                   | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 5569.20 |         |         |
| Invoice Description --> |                                   | WCLF MONITORING PROGRAM - ANNUAL MONITORING PROGRAM               |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 5569.20 | 0.00    | 5569.20 |
| <b>Supplier Total :</b> |                                   |   |        |       | 9231.60 | 0.00    | 9231.60 |
| -----                   |                                   |   |        |       |         |         |         |
| <b>3887</b>             | <b>PLANNING INSTITUTE OF B.C.</b> |   |        |       |         |         |         |
| 32156                   | 03-May-2012                       |   | Issued | 70    | C       | 655.20  |         |
| PIBC2012ANNCNF          | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 655.20  |         |         |
| Invoice Description --> |                                   | 2012 PIBC ANNUAL CONFERENCE REGISTRATION - CONNOLLY - HNNJBHPVB28 |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 655.20  | 0.00    | 655.20  |
| <b>Supplier Total :</b> |                                   |   |        |       | 655.20  | 0.00    | 655.20  |
| -----                   |                                   |   |        |       |         |         |         |
| <b>4180</b>             | <b>PUROLATOR COURIER SERVICE</b>  |   |        |       |         |         |         |
| 32158                   | 03-May-2012                       |   | Issued | 70    | C       | 72.42   |         |
| 416150880               | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 72.42   |         |         |
| Invoice Description --> |                                   | POSTAGE   |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 72.42   | 0.00    | 72.42   |
| <b>32195</b>            | <b>10-May-2012</b>                |   | Issued | 74    | C       | 72.60   |         |
| 416229244               | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 72.60   |         |         |
| Invoice Description --> |                                   | POSTAGE   |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 72.60   | 0.00    | 72.60   |
| <b>Supplier Total :</b> |                                   |   |        |       | 145.02  | 0.00    | 145.02  |
| -----                   |                                   |   |        |       |         |         |         |
| <b>4187</b>             | <b>QUALITY FOODS-PORT ALBERNI</b> |   |        |       |         |         |         |
| 32159                   | 03-May-2012                       |   | Issued | 70    | C       | 66.35   |         |
| 61 624272               | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 66.35   |         |         |
| Invoice Description --> |                                   | OFFICE SUPPLIES   |        |       |         |         |         |
| <b>Total :</b>          |                                   |   |        |       | 66.35   | 0.00    | 66.35   |
| <b>32196</b>            | <b>10-May-2012</b>                |   | Issued | 74    | C       | 32.99   |         |
| 61 625447               | 01-4-2500-000                     | PAYABLES - TRADE  |        |       | 32.99   |         |         |
| Invoice Description --> |                                   | OFFICE EXPENSES   |        |       |         |         |         |

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name   | Status              | Batch  | Medium  | Amount  |         |
|-------------------------|---|---------------------|--------|---------|---------|---------|
| Chq/Ref #               | Cheque Date   |                     |        |         |         |         |
| Invoice No.             | Account No.   | Account Description |        | Debit   | Credit  |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 32.99   | 0.00    |         |
|                         |   |                     |        |         | 32.99   |         |
| 32256                   | 24-May-2012   |                     | Issued | 82      | C       | 32.99   |
| 62 186838               | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 32.99   |
|                         | Invoice Description --> OFFICE SUPPLIES                         |                     |        |         |         |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 32.99   | 0.00    |         |
|                         |   |                     |        |         | 32.99   |         |
| <b>Supplier Total :</b> |   |                     |        | 132.33  | 0.00    |         |
|                         |   |                     |        |         | 132.33  |         |
| -----                   |   |                     |        |         |         |         |
| 4205                    | <b>QUICKSCRIBE SERVICES LTD</b>                                 |                     |        |         |         |         |
| 32257                   | 24-May-2012   |                     | Issued | 82      | C       | 30.45   |
| 57456                   | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 30.45   |
|                         | Invoice Description --> STRATA PROPERTY LEGISLATION UPDATE 2012 |                     |        |         |         |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 30.45   | 0.00    |         |
|                         |   |                     |        |         | 30.45   |         |
| <b>Supplier Total :</b> |   |                     |        | 30.45   | 0.00    |         |
|                         |   |                     |        |         | 30.45   |         |
| -----                   |   |                     |        |         |         |         |
| 4208                    | <b>R&amp;R BOAT REFIT AND REPAIR LTD</b>                        |                     |        |         |         |         |
| 32258                   | 24-May-2012   |                     | Issued | 82      | C       | 436.80  |
| 593                     | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 436.80  |
|                         | Invoice Description --> SLMP BOAT REPAIR                        |                     |        |         |         |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 436.80  | 0.00    |         |
|                         |   |                     |        |         | 436.80  |         |
| <b>Supplier Total :</b> |   |                     |        | 436.80  | 0.00    |         |
|                         |   |                     |        |         | 436.80  |         |
| -----                   |   |                     |        |         |         |         |
| 4370                    | <b>R.J. DUNCAN &amp; ASSOCIATES</b>                             |                     |        |         |         |         |
| 32260                   | 24-May-2012   |                     | Issued | 82      | C       | 4970.00 |
| 25940                   | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 4970.00 |
|                         | Invoice Description --> BCID - AUDIT FEES                       |                     |        |         |         |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 4970.00 | 0.00    |         |
|                         |   |                     |        |         | 4970.00 |         |
| <b>Supplier Total :</b> |   |                     |        | 4970.00 | 0.00    |         |
|                         |   |                     |        |         | 4970.00 |         |
| -----                   |   |                     |        |         |         |         |
| 4220                    | <b>RAYNER &amp; BRACHT LTD</b>                                  |                     |        |         |         |         |
| 32160                   | 03-May-2012   |                     | Issued | 70      | C       | 1142.40 |
| 2012070                 | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 1142.40 |
|                         | Invoice Description --> BAMFIELD BIN CHARGES                    |                     |        |         |         |         |
| <b>Total :</b>          |   |                     |        |         |         |         |
|                         |   |                     |        | 1142.40 | 0.00    |         |
|                         |   |                     |        |         | 1142.40 |         |
| <b>Supplier Total :</b> |   |                     |        | 1142.40 | 0.00    |         |
|                         |   |                     |        |         | 1142.40 |         |
| -----                   |   |                     |        |         |         |         |
| 4510                    | <b>RBC ROYAL BANK VISA,</b>                                     |                     |        |         |         |         |
| 32231                   | 16-May-2012   |                     | Issued | 77      | C       | 1319.03 |
| APR25/2012              | 01-4-2500-000   | PAYABLES - TRADE    |        |         |         | 1319.03 |

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



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 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 Cheque No. : All  
 Batch No. : All

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

| Supplier   | Supplier Name | Status              | Batch | Medium  | Amount |         |
|--|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref #  | Cheque Date   |                     |       | Debit   | Credit |         |
| Invoice No.  | Account No.   | Account Description |       |         |        |         |
| Invoice Description --> BCFVD - OFFICE \$150.56, TRUCKS \$542.88, TRAVEL \$45.41, UNIFORMS \$440 |               |                     |       |         |        |         |
| <b>Total :</b>   |               |                     |       | 1319.03 | 0.00   | 1319.03 |
| <b>Supplier Total :</b>  |               |                     |       | 1319.03 | 0.00   | 1319.03 |

| 4280  | RECEIVER GENERAL FOR CANADA |                  |        |    |          |          |          |
|---|-----------------------------|------------------|--------|----|----------|----------|----------|
| 32197   | 10-May-2012                 |                  | Issued | 74 | C        | 13261.27 |          |
| PD7A - APR 29/12 D  | 01-4-2500-000               | PAYABLES - TRADE |        |    | 149.13   |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING APRIL 15, 2012          |                             |                  |        |    |          |          |          |
| PD7A - APR 29/12  | 01-4-2500-000               | PAYABLES - TRADE |        |    | 13112.14 |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING APRIL 29, 2012          |                             |                  |        |    |          |          |          |
| <b>Total :</b>  |                             |                  |        |    | 13261.27 | 0.00     | 13261.27 |
| <b>Supplier Total :</b>   |                             |                  |        |    | 13261.27 | 0.00     | 13261.27 |
| 32259   | 24-May-2012                 |                  | Issued | 82 | C        | 26866.88 |          |
| PD7A - MAY27/12 DI  | 01-4-2500-000               | PAYABLES - TRADE |        |    | 50.00    |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY 27, 2012            |                             |                  |        |    |          |          |          |
| PD7A - MAY 13/12 D  | 01-4-2500-000               | PAYABLES - TRADE |        |    | 962.03   |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY13, 2012 - DIRECTORS |                             |                  |        |    |          |          |          |
| PD7A - MAY27/12   | 01-4-2500-000               | PAYABLES - TRADE |        |    | 12579.82 |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY 27, 2012            |                             |                  |        |    |          |          |          |
| PD7A - MAY13/12   | 01-4-2500-000               | PAYABLES - TRADE |        |    | 13275.03 |          |          |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY 13, 2012            |                             |                  |        |    |          |          |          |
| <b>Total :</b>  |                             |                  |        |    | 26866.88 | 0.00     | 26866.88 |
| <b>Supplier Total :</b>   |                             |                  |        |    | 40128.15 | 0.00     | 40128.15 |

| 4475  | ROCKY MOUNTAIN PHOENIX |                  |        |    |        |        |        |
|---|------------------------|------------------|--------|----|--------|--------|--------|
| 32230                                       | 16-May-2012            |                  | Issued | 77 | C      | 476.83 |        |
| IN65608                                     | 01-4-2500-000          | PAYABLES - TRADE |        |    | 476.83 |        |        |
| Invoice Description --> BCFVD - NEW HELMETS |                        |                  |        |    |        |        |        |
| <b>Total :</b>                              |                        |                  |        |    | 476.83 | 0.00   | 476.83 |
| <b>Supplier Total :</b>                     |                        |                  |        |    | 476.83 | 0.00   | 476.83 |

| 4491   | ROMPRE, SUZANNE |                  |        |    |        |        |        |
|--|-----------------|------------------|--------|----|--------|--------|--------|
| 32161  | 03-May-2012     |                  | Issued | 70 | C      | 700.00 |        |
| APR1-30/12   | 01-4-2500-000   | PAYABLES - TRADE |        |    | 700.00 |        |        |
| Invoice Description --> APRIL BAMFIELD TRANSFER STATION CONTRACTOR |                 |                  |        |    |        |        |        |
| <b>Total :</b>   |                 |                  |        |    | 700.00 | 0.00   | 700.00 |
| <b>Supplier Total :</b>  |                 |                  |        |    | 700.00 | 0.00   | 700.00 |

| 4511  | ROSE, GEORGE  |                  |        |    |        |        |
|-------|---------------|------------------|--------|----|--------|--------|
| 32216 | 15-May-2012   |                  | Issued | 76 | C      | 650.00 |
| 1011  | 01-4-2500-000 | PAYABLES - TRADE |        |    | 650.00 |        |

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 Trans. Date : 01-May-2012 To 31-May-2012  
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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 |       |        |        |

Invoice Description --> ON SITE IT WORK

Total : 650.00 0.00 650.00

Supplier Total : 650.00 0.00 650.00

4645 SHAW CABLE

32198 10-May-2012 Issued 74 C 100.69  
 APR28/12 01-4-2500-000 PAYABLES - TRADE 100.69  
 Invoice Description --> COMPUTER BROADBAND

Total : 100.69 0.00 100.69

Supplier Total : 100.69 0.00 100.69

32261 24-May-2012

MAY6/12 01-4-2500-000 PAYABLES - TRADE 89.54  
 Invoice Description --> BCVFD - INTERNET SERVICE  
 MAY9/12 01-4-2500-000 PAYABLES - TRADE 113.06  
 Invoice Description --> COMPUTER BROADBAND

Total : 202.60 0.00 202.60

Supplier Total : 303.29 0.00 303.29

4650 SHELL CANADA PRODUCTS LTD.

32217 15-May-2012 Issued 76 C 49.65  
 22851629 01-4-2500-000 PAYABLES - TRADE 49.65  
 Invoice Description --> FUEL RD VEHICLES

Total : 49.65 0.00 49.65

Supplier Total : 49.65 0.00 49.65

4723 SMITTY'S

32199 10-May-2012 Issued 74 C 268.80  
 996685 01-4-2500-000 PAYABLES - TRADE 268.80  
 Invoice Description --> OFFICE - LUNCH WITH BCID EMPLOYEES

Total : 268.80 0.00 268.80

Supplier Total : 268.80 0.00 268.80

4728 SONBIRD REFUSE & RECYCLING LTD.

32162 03-May-2012 Issued 70 C 18656.06  
 12446 01-4-2500-000 PAYABLES - TRADE 18656.06  
 Invoice Description --> APRIL WC GARBAGE & RECYCLING

Total : 18656.06 0.00 18656.06

Supplier Total : 18656.06 0.00 18656.06

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 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |       |          |          |
| 4859   | STANTEC CONSULTING LTD.     | Issued              | 70    | C        | 1808.35  |
| 32164  | 03-May-2012                 |                     |       |          |          |
| 655941   | 01-4-2500-000               | PAYABLES - TRADE    |       | 1808.35  |          |
| Invoice Description --> CONCEPTUAL WASTEWATER STUDY - BAMFIELD |                             |                     |       |          |          |
| <b>Total :</b>   |                             |                     |       | 1808.35  | 0.00     |
| <b>Supplier Total :</b>  |                             |                     |       | 1808.35  | 0.00     |
| -----  |                             |                     |       |          |          |
| 4845   | STAPLES BUSINESS DEPOT #321 | Issued              | 70    | C        | 36.33    |
| 32163  | 03-May-2012                 |                     |       |          |          |
| 1520329  | 01-4-2500-000               | PAYABLES - TRADE    |       | 36.33    |          |
| Invoice Description --> OFFICE SUPPLIES                        |                             |                     |       |          |          |
| <b>Total :</b>   |                             |                     |       | 36.33    | 0.00     |
| <b>Supplier Total :</b>  |                             |                     |       | 36.33    | 0.00     |
| -----  |                             |                     |       |          |          |
| 4785   | STEWART MCDANNOLD STUART    | Issued              | 76    | C        | 1140.42  |
| 32218  | 15-May-2012                 |                     |       |          |          |
| 60874  | 01-4-2500-000               | PAYABLES - TRADE    |       | 107.52   |          |
| Invoice Description --> LEGAL FEES                             |                             |                     |       |          |          |
| 60877  | 01-4-2500-000               | PAYABLES - TRADE    |       | 224.54   |          |
| Invoice Description --> LEGAL FEES                             |                             |                     |       |          |          |
| 60873  | 01-4-2500-000               | PAYABLES - TRADE    |       | 339.12   |          |
| Invoice Description --> LEGAL FEES                             |                             |                     |       |          |          |
| 60876  | 01-4-2500-000               | PAYABLES - TRADE    |       | 469.24   |          |
| Invoice Description --> LEGAL FEES                             |                             |                     |       |          |          |
| <b>Total :</b>   |                             |                     |       | 1140.42  | 0.00     |
| <b>Supplier Total :</b>  |                             |                     |       | 1140.42  | 0.00     |
| -----  |                             |                     |       |          |          |
| 4885   | SUN COAST WASTE SERVICES    | Issued              | 70    | C        | 24223.44 |
| 32165  | 03-May-2012                 |                     |       |          |          |
| 91527  | 01-4-2500-000               | PAYABLES - TRADE    |       | 24223.44 |          |
| Invoice Description --> APRIL AV RECYCLING CONTRACT            |                             |                     |       |          |          |
| <b>Total :</b>   |                             |                     |       | 24223.44 | 0.00     |
| <b>Supplier Total :</b>  |                             |                     |       | 24223.44 | 0.00     |
| -----  |                             |                     |       |          |          |
| 4917   | SUPERIOR PROPANE            | Issued              | 76    | C        | 291.03   |
| 32219  | 15-May-2012                 |                     |       |          |          |
| 65557429   | 01-4-2500-000               | PAYABLES - TRADE    |       | 291.03   |          |
| Invoice Description --> BWS ANNUAL PROPANE TANK RENTAL         |                             |                     |       |          |          |
| <b>Total :</b>   |                             |                     |       | 291.03   | 0.00     |

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Supplier : 0001 To 9193  
 Trans. Date : 01-May-2012 To 31-May-2012  
 Cheque Date : 01-May-2012 To 31-May-2012  
 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 |       |        |         |      |         |
| <b>Supplier Total :</b> |                      |  |             |        |       |        | 291.03  | 0.00 | 291.03  |
| -----                   |                      |  |             |        |       |        |         |      |         |
| 5410                    | TD VISA              |  |             |        |       |        |         |      |         |
| 32268                   | 24-May-2012          |  |             | Issued | 82    | C      | 5452.89 |      |         |
| MAY7/12                 | 01-4-2500-000        | PAYABLES - TRADE   | 5452.89     |        |       |        |         |      |         |
| Invoice Description --> |                      | AVICC HOTEL PREPAID \$4747.84, BWS \$475.33, TRAVEL \$175.16, COMPUTER \$29.95 |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 5452.89 | 0.00 | 5452.89 |
| <b>Supplier Total :</b> |                      |  |             |        |       |        | 5452.89 | 0.00 | 5452.89 |
| -----                   |                      |  |             |        |       |        |         |      |         |
| 4984                    | TELUS                |  |             |        |       |        |         |      |         |
| 32263                   | 24-May-2012          |  |             | Issued | 82    | C      | 147.70  |      |         |
| MAY7/12-1               | 01-4-2500-000        | PAYABLES - TRADE   | 147.70      |        |       |        |         |      |         |
| Invoice Description --> |                      | BCVFD - TELEPHONE & FAX  |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 147.70  | 0.00 | 147.70  |
| 32264                   | 24-May-2012          |  |             | Issued | 82    | C      | 364.35  |      |         |
| MAY7/12-2               | 01-4-2500-000        | PAYABLES - TRADE   | 364.35      |        |       |        |         |      |         |
| Invoice Description --> |                      | BCID - TELEPHONE   |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 364.35  | 0.00 | 364.35  |
| 32265                   | 24-May-2012          |  |             | Issued | 82    | C      | 2462.74 |      |         |
| MAY7/12                 | 01-4-2500-000        | PAYABLES - TRADE   | 2462.74     |        |       |        |         |      |         |
| Invoice Description --> |                      | ACRD CONSOLIDATED  |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 2462.74 | 0.00 | 2462.74 |
| <b>Supplier Total :</b> |                      |  |             |        |       |        | 2974.79 | 0.00 | 2974.79 |
| -----                   |                      |  |             |        |       |        |         |      |         |
| 4983                    | TELUS MOBILITY (BC)  |  |             |        |       |        |         |      |         |
| 32262                   | 24-May-2012          |  |             | Issued | 82    | C      | 814.88  |      |         |
| SBMAY13/12              | 01-4-2500-000        | PAYABLES - TRADE   | 219.74      |        |       |        |         |      |         |
| Invoice Description --> |                      | SALMON BEACH CELL PHONE  |             |        |       |        |         |      |         |
| 020322435136            | 01-4-2500-000        | PAYABLES - TRADE   | 595.14      |        |       |        |         |      |         |
| Invoice Description --> |                      | ACRD CELLPHONES  |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 814.88  | 0.00 | 814.88  |
| <b>Supplier Total :</b> |                      |  |             |        |       |        | 814.88  | 0.00 | 814.88  |
| -----                   |                      |  |             |        |       |        |         |      |         |
| 2320                    | THE GRAPHICS FACTORY |  |             |        |       |        |         |      |         |
| 32146                   | 03-May-2012          |  |             | Issued | 70    | C      | 77.28   |      |         |
| 19822                   | 01-4-2500-000        | PAYABLES - TRADE   | 77.28       |        |       |        |         |      |         |
| Invoice Description --> |                      | BUSINESS CARDS - MCNABB  |             |        |       |        |         |      |         |
| <b>Total :</b>          |                      |  |             |        |       |        | 77.28   | 0.00 | 77.28   |

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

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

| Supplier                | Supplier Name | Status              | Batch | Medium | Amount |       |
|-------------------------|---------------|---------------------|-------|--------|--------|-------|
| Chq/Ref #               | Cheque Date   |                     |       | Debit  | Credit |       |
| Invoice No.             | Account No.   | Account Description |       |        |        |       |
| <b>Supplier Total :</b> |               |                     |       | 77.28  | 0.00   | 77.28 |

|                         |                     |                          |        |    |        |        |        |
|-------------------------|---------------------|--------------------------|--------|----|--------|--------|--------|
| <b>2649</b>             | <b>THE INK SPOT</b> |                          |        |    |        |        |        |
| 32215                   | 15-May-2012         |                          | Issued | 76 | C      | 290.07 |        |
| 12-9550                 | 01-4-2500-000       | PAYABLES - TRADE         |        |    | 290.07 |        |        |
| Invoice Description --> |                     | OFFICE SUPPLIES - TONERS |        |    |        |        |        |
| <b>Total :</b>          |                     |                          |        |    | 290.07 | 0.00   | 290.07 |
| <b>Supplier Total :</b> |                     |                          |        |    | 290.07 | 0.00   | 290.07 |

|                         |                            |   |        |    |         |         |         |
|-------------------------|----------------------------|---|--------|----|---------|---------|---------|
| <b>5020</b>             | <b>TOFINO AIRLINES LTD</b> |   |        |    |         |         |         |
| 32221                   | 15-May-2012                |   | Issued | 76 | C       | 9584.40 |         |
| JAN-MAR2012             | 01-4-2500-000              | PAYABLES - TRADE  |        |    | 2226.00 |         |         |
| Invoice Description --> |                            | LBA - JANUARY TO MARCH 2012 DAILY AIRPORT SAFETY CHECKS |        |    |         |         |         |
| JAN-MAR, 2012           | 01-4-2500-000              | PAYABLES - TRADE  |        |    | 7358.40 |         |         |
| Invoice Description --> |                            | LONG BEACH AIRPORT CONTRACT WORK (JAN TO MARCH 2012)    |        |    |         |         |         |
| <b>Total :</b>          |                            |   |        |    | 9584.40 | 0.00    | 9584.40 |
| <b>Supplier Total :</b> |                            |   |        |    | 9584.40 | 0.00    | 9584.40 |

|                         |                               |  |        |    |        |        |        |
|-------------------------|-------------------------------|--|--------|----|--------|--------|--------|
| <b>5069</b>             | <b>TOTAL DELIVERY SYSTEMS</b> |  |        |    |        |        |        |
| 32200                   | 10-May-2012                   |  | Issued | 74 | C      | 97.90  |        |
| 136227                  | 01-4-2500-000                 | PAYABLES - TRADE                                       |        |    | 97.90  |        |        |
| Invoice Description --> |                               | OSTAGE (\$169.92) SALMON BEACH WATER TESTING (\$17.48) |        |    |        |        |        |
| <b>Total :</b>          |                               |  |        |    | 97.90  | 0.00   | 97.90  |
| 32266                   | 24-May-2012                   |  | Issued | 82 | C      | 140.42 |        |
| 136862                  | 01-4-2500-000                 | PAYABLES - TRADE                                       |        |    | 140.42 |        |        |
| Invoice Description --> |                               | POSTAGE  |        |    |        |        |        |
| <b>Total :</b>          |                               |  |        |    | 140.42 | 0.00   | 140.42 |
| <b>Supplier Total :</b> |                               |  |        |    | 238.32 | 0.00   | 238.32 |

|                         |                                |                                      |        |    |        |        |        |
|-------------------------|--------------------------------|--------------------------------------|--------|----|--------|--------|--------|
| <b>0900</b>             | <b>TRACY BOND (PETTY CASH)</b> |                                      |        |    |        |        |        |
| 32177                   | 10-May-2012                    |                                      | Issued | 74 | C      | 169.08 |        |
| TBMAY7/12               | 01-4-2500-000                  | PAYABLES - TRADE                     |        |    | 169.08 |        |        |
| Invoice Description --> |                                | OFFICE EXPENSES\$141.22, APC \$13.16 |        |    |        |        |        |
| <b>Total :</b>          |                                |                                      |        |    | 169.08 | 0.00   | 169.08 |
| <b>Supplier Total :</b> |                                |                                      |        |    | 169.08 | 0.00   | 169.08 |

|             |                                      |                  |        |    |        |        |
|-------------|--------------------------------------|------------------|--------|----|--------|--------|
| <b>5114</b> | <b>TRINEX INTERNET SOLUTIONS INC</b> |                  |        |    |        |        |
| 32201       | 10-May-2012                          |                  | Issued | 74 | C      | 560.00 |
| 5692        | 01-4-2500-000                        | PAYABLES - TRADE |        |    | 560.00 |        |

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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 --> MAY 2012 WEBSITE MAINTENANCE   |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 560.00  | 0.00    | 560.00  |
|  |  |                     |                  | Supplier Total : |        | 560.00  | 0.00    | 560.00  |
| 5154   | UCLUELET ELEMENTARY SCHOOL(SD70 ALBERNI) | 32166               | 03-May-2012      | Issued           | 70     | C       | 300.00  |         |
| DONATION - BOD   |  | 01-4-2500-000       | PAYABLES - TRADE |                  |        | 300.00  |         |         |
| Invoice Description --> WCLF - GREENHOUSE INITIATIVE FOR UCLUELET ELEMENTARY SCHOOL - BOD APRIL 25, 2012 |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 300.00  | 0.00    | 300.00  |
|  |  |                     |                  | Supplier Total : |        | 300.00  | 0.00    | 300.00  |
| 5186   | UCLUELET RENT-IT CENTER                  | 32202               | 10-May-2012      | Issued           | 74     | C       | 772.80  |         |
| 12679  |  | 01-4-2500-000       | PAYABLES - TRADE |                  |        | 772.80  |         |         |
| Invoice Description --> SALMON BEACH GARBAGE   |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 772.80  | 0.00    | 772.80  |
|  |  |                     |                  | Supplier Total : |        | 772.80  | 0.00    | 772.80  |
| 5195   | UNISERVE COMMUNICATIONS CORPORATION      | 32167               | 03-May-2012      | Issued           | 70     | C       | 26.82   |         |
| 20120428-502023  |  | 01-4-2500-000       | PAYABLES - TRADE |                  |        | 26.82   |         |         |
| Invoice Description --> MAY 2012 WCLF INTERNET SERVICE   |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 26.82   | 0.00    | 26.82   |
|  |  |                     |                  | Supplier Total : |        | 26.82   | 0.00    | 26.82   |
| 5278   | VANCOUVER ISLAND PUBLISHING GROUP A/R    | 32203               | 10-May-2012      | Issued           | 74     | C       | 2433.49 |         |
| 1354223  |  | 01-4-2500-000       | PAYABLES - TRADE |                  |        | 2433.49 |         |         |
| Invoice Description --> PLANNING \$1128.96, AVLF \$250, AV HEALTH NETWORK \$793.80                       |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 2433.49 | 0.00    | 2433.49 |
|  |  |                     |                  | Supplier Total : |        | 2433.49 | 0.00    | 2433.49 |
| 5299   | VANCOUVER ISLAND UNIVERSITY              | 32222               | 15-May-2012      | Issued           | 76     | C       | 5000.00 |         |
| TR16284-1  |  | 01-4-2500-000       | PAYABLES - TRADE |                  |        | 5000.00 |         |         |
| Invoice Description --> BAMFIELD OCP PROJECT   |  |                     |                  |                  |        |         |         |         |
|  |  |                     |                  | Total :          |        | 5000.00 | 0.00    | 5000.00 |

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 Cheque No. : All  
 Batch No. : All

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

| Supplier                | Supplier Name | Status              | Batch | Medium  | Amount |         |
|-------------------------|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref #               | Cheque Date   |                     |       | Debit   | Credit |         |
| Invoice No.             | Account No.   | Account Description |       |         |        |         |
| <b>Supplier Total :</b> |               |                     |       | 5000.00 | 0.00   | 5000.00 |

|   |                                   |                  |    |          |      |          |
|---|-----------------------------------|------------------|----|----------|------|----------|
| 5287  | VANCOUVER ISLAND REGIONAL LIBRARY |                  |    |          |      |          |
| 32267   | 24-May-2012                       | Issued           | 82 | C        |      | 89007.00 |
| 2NDQTR2012  | 01-4-2500-000                     | PAYABLES - TRADE |    | 89007.00 |      |          |
| Invoice Description --> 2ND QUARTER LIBRARY LEVY 2012 |                                   |                  |    |          |      |          |
| <b>Total :</b>  |                                   |                  |    | 89007.00 | 0.00 | 89007.00 |
| <b>Supplier Total :</b>                               |                                   |                  |    | 89007.00 | 0.00 | 89007.00 |

|   |               |                  |    |        |      |        |
|---|---------------|------------------|----|--------|------|--------|
| 5424  | WAGNER, PAUL  |                  |    |        |      |        |
| 32223                                       | 15-May-2012   | Issued           | 76 | C      |      | 368.38 |
| 673503                                      | 01-4-2500-000 | PAYABLES - TRADE |    | 368.38 |      |        |
| Invoice Description --> AVRA - TRAP BEAVERS |               |                  |    |        |      |        |
| <b>Total :</b>                              |               |                  |    | 368.38 | 0.00 | 368.38 |
| <b>Supplier Total :</b>                     |               |                  |    | 368.38 | 0.00 | 368.38 |

|   |                 |                  |    |        |      |        |
|---|-----------------|------------------|----|--------|------|--------|
| 5537  | WINDSOR PLYWOOD |                  |    |        |      |        |
| 32204   | 10-May-2012     | Issued           | 74 | C      |      | 302.83 |
| 70547A  | 01-4-2500-000   | PAYABLES - TRADE |    | 8.28   |      |        |
| Invoice Description --> SALMON BEACH - SECURITY |                 |                  |    |        |      |        |
| 69871A  | 01-4-2500-000   | PAYABLES - TRADE |    | 59.61  |      |        |
| Invoice Description --> SALMON BEACH - SECURITY |                 |                  |    |        |      |        |
| 69446A  | 01-4-2500-000   | PAYABLES - TRADE |    | 234.94 |      |        |
| Invoice Description --> SALMON BEACH SECURITY   |                 |                  |    |        |      |        |
| <b>Total :</b>                                  |                 |                  |    | 302.83 | 0.00 | 302.83 |
| <b>Supplier Total :</b>                         |                 |                  |    | 302.83 | 0.00 | 302.83 |

|   |                  |                  |    |        |      |        |
|---|------------------|------------------|----|--------|------|--------|
| 5543  | WL SOLUTIONS LTD |                  |    |        |      |        |
| 32168   | 03-May-2012      | Issued           | 70 | C      |      | 750.40 |
| 1902  | 01-4-2500-000    | PAYABLES - TRADE |    | 750.40 |      |        |
| Invoice Description --> WCLF LECHATE PUMP CONTROLS REPAIR |                  |                  |    |        |      |        |
| <b>Total :</b>  |                  |                  |    | 750.40 | 0.00 | 750.40 |

|   |               |                  |    |         |      |         |
|---|---------------|------------------|----|---------|------|---------|
| 32269   | 24-May-2012   | Issued           | 82 | C       |      | 803.60  |
| 1910  | 01-4-2500-000 | PAYABLES - TRADE |    | 803.60  |      |         |
| Invoice Description --> WCLF LECHATE PUMP CONTROLS REPAIR |               |                  |    |         |      |         |
| <b>Total :</b>  |               |                  |    | 803.60  | 0.00 | 803.60  |
| <b>Supplier Total :</b>                                   |               |                  |    | 1554.00 | 0.00 | 1554.00 |

5700 XPLORNET INTERNET SERVICES

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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 |        |
| 32270                   | 24-May-2012   |                     |             | Issued | 82    | C      |        | 307.96 |
| I-550965                | 01-4-2500-000   | PAYABLES - TRADE    |             |        |       | 55.99  |        |        |
|                         | Invoice Description --> LBA WIRELESS INTERNET FEBRUARY 2012                     |                     |             |        |       |        |        |        |
| I-703803                | 01-4-2500-000   | PAYABLES - TRADE    |             |        |       | 55.99  |        |        |
|                         | Invoice Description --> LBA WIRELESS INTERNET MARCH 2012                        |                     |             |        |       |        |        |        |
| I-833698                | 01-4-2500-000   | PAYABLES - TRADE    |             |        |       | 55.99  |        |        |
|                         | Invoice Description --> LBA WIRELESS INTERNET APRIL 2012                        |                     |             |        |       |        |        |        |
| I-961150                | 01-4-2500-000   | PAYABLES - TRADE    |             |        |       | 139.99 |        |        |
|                         | Invoice Description --> LBA WIRELESS INTERNET MAY 2012 & ANNUAL UNI SERVICE FEE |                     |             |        |       |        |        |        |
| <b>Total :</b>          |   |                     |             |        |       | 307.96 | 0.00   | 307.96 |
| <b>Supplier Total :</b> |   |                     |             |        |       | 307.96 | 0.00   | 307.96 |

|                              |                   |                                  |                  |                     |                   |
|------------------------------|-------------------|----------------------------------|------------------|---------------------|-------------------|
| <b>Total Computer Paid :</b> | <u>487,235.48</u> | <b>Total EFT PAP :</b>           | <u>17,156.92</u> | <b>Total Paid :</b> | <u>504,392.40</u> |
| <b>Total Manually Paid :</b> | <u>0.00</u>       | <b>Total EFT File Transfer :</b> | <u>0.00</u>      |                     |                   |



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** June 13, 2012

**Subject:** Cougar Smith Park Water Supply – Letter of Understanding

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors enter into a letter of understanding with Mr. Bob Jackson to access water from 9015 Faber Road to supply Cougar Smith Park, for a five (5) year term commencing June 14, 2012 and ending June 13, 2017 at the cost of \$60.00 per month to cover the hydro costs.

**Summary:**

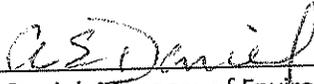
The recommendation is to reactivate the existing water line that runs through Mr. Jackson's property from Sproat Lake to Cougar Smith Park. As part of that work, the ACRD will install a non-potable water connection in the crawl space of 9015 Faber Road to provide temporarily use from the Park water line, should the residential system require maintenance. This line will include a double check valve to prevent any backflow from the residence to the Park supply. Any issues with the Park supply system will be reported by Mr. Jackson to the ACRD and will be repaired by the ACRD.

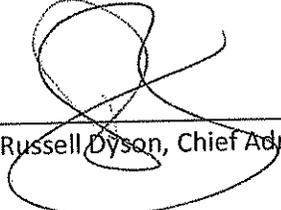
**Background:**

This water supply and arrangement did exist in the past, but was disconnected, and a well was drilled to replace it. The well is currently being used but there are treatment and supply challenges and it is not possible to use this source for irrigation.

**Financial:**

The ACRD will reimburse Mr. Bob Jackson \$60.00 per month to cover the hydro costs during the five year term. Approximately \$1,500 will be required to make the appropriate connections to make the system functional.

Submitted by:   
 Andy Daniel, Manager of Environmental Services

Approved by:   
 Russell Dyson, Chief Administrative Officer





## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Meeting Date:** June 13, 2012  
**Subject:** Appointment of 2012 Auditor

---

**Recommendation:**

That the Board of Directors appoint Mollon Tyler-Mollon Chartered Accountants as the auditors for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District for the year ending December 31<sup>st</sup>, 2012.

**Summary:**

Mollon Tyler-Mollon has audited the Regional District Financial Statements since they opened their practice in January of 2007.

**Financial:**

The audit services provided by Mollon Tyler-Mollon cost the Regional District between \$20,000 and \$25,000 per year.

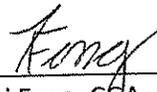
**Policy or Legislation:**

Part 6 – Financial Management, Division 2 – Audit of the Community Charter applies to Regional Districts and requires that the Board of Directors appoint a Regional District auditor annually.

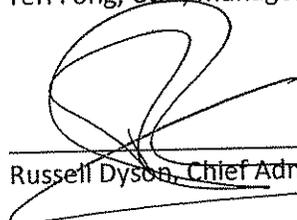
**Options Considered:**

Staff considered tendering the audit contract but does not recommended tendering this year as the Financial Statements will be developed by Regional District staff this year for the first time and the existing auditors knowledge of our operations will assist in an effective transition.

Submitted by:

  
Teri Fong, CGA, Manager of Finance

Approved by:

  
Russell Dyson, Chief Administrative Officer





## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Wendy Thomson, Manager of Administrative Services  
**Meeting Date:** June 13, 2012  
**Subject:** Appointments to the Salmon Beach Committee

---

### Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Salmon Beach Committee:

- Kel Roberts
- Jill Maibach
- Terry Graff
- Gina Skippen
- Len Jerritt

### Summary:

To appoint five (5) individuals to the Salmon Beach Committee.

### Background:

The Alberni-Clayoquot Regional District established, by bylaw, a standing committee known as the Salmon Beach Committee to deal with matters relating to the following services at Salmon Beach: security, garbage collection and disposal, recreation, transportation, water supply and sewage disposal.

The structure of the Salmon Beach Committee is as follows: five (5) representatives from Salmon Beach, each of whom must own property at Salmon Beach and the Director for Electoral Area "C" (Long Beach).

As specified in the Bylaw, appointments to the Committee are conducted from time-to-time upon recommendation of the Director for Electoral Area "C" (Long Beach). The Salmon Beach Committee met on May 20, 2012 and held a general vote for Salmon Beach Committee candidates. The following candidates were elected for consideration of appointment by the ACRD Board: Kel Roberts, Jill Maibach, Terry Graff, Gina Skippen, Len Jerritt. A copy of the minutes from the May meeting are attached.

### Time Requirements – Staff & Elected Officials:

Some staff time required to provide support the Committee. There is also some elected officials time required as a member on the Committee.

**Request for Decision**

---

**Financial:**

Minimal costs associated with running the Salmon Beach Committee. Any associated funds come out of the Salmon Beach budget.

**Policy or Legislation:**

Bylaw A1067, Salmon Beach Committee, 2009.

Submitted by: Wendy Thomson  
Wendy Thomson, Manager of Administrative Services

Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

**20011-2012 Executive**

\*From Your Salmon Beach Executive

**Salmon Beach Committee General Meeting - May 20, 2012**

2012 Salmon Beach Recreational Village Tender Advertisements Minutes of the Salmon Beach Village Regular Fall General Meeting - Sept. 4, 2011

May 2011 AGM Minutes

\*Salmon Beach Security/Management Contract 2009 - 2010 Salmon Beach Tender Results 2011

Sewage Sub-committee Report - Nov. 2011

Recent site activity

**Salmon Beach Budget**

[View the budget workplans](#)

**Salmon Beach**

\*Salmon Beach Owners Guidelines

\*Important Phone Numbers and Contact Info

**Sewer and Water**

Pump and Haul

\*Well Testing

Sewage Holding Tank Policy From VIHA

Sewage/Septic at Salmon Beach

**From Your Salmon Beach Manager**

\*Manager's Updates

**Hydro**

\*Hydro Installation

**Social Committee**

\*Annual Events

**Cabin Care**

\*Cabin Maintenance

[\\*From Your Salmon Beach Executive >](#)

**Salmon Beach Committee General Meeting - May 20, 2012**

Salmon Beach Committee General Meeting

Sunday, May 20, 2012 at 10:00 am  
Salmon Beach, BC

**Minutes**

Committee Members Present: Tony Bennett, Gina Skippen, Dave Ingram, Terry Graff, Kel Roberts  
Committee Member Absent: Jill Maiback

Guest: Steve Carballeira, a wastewater expert from H2O Environmental Ltd., in Port Alberni, BC.

The meeting was called to order at 10:30 am by Chairman Dave Ingram.

Attendance: The number of Salmon Beach lot owners who registered at the meeting was 150.

**Announcements:** D. Ingram

1. Attendees were asked to stand and state their name when making a comment or asking a question at the meeting.
2. Questions or concerns, by lot owners, that arise in the future should be submitted in writing to the Chairperson of the Salmon Beach Committee (SBC) at P.O. Box 1181, Ucluelet, BC V0R 3A0. Your correspondence will be reviewed by the SBC at their next meeting and you will receive a response from them as soon as they are able.

**Agenda**

Dave Ingram read the Agenda which was posted on the Salmon Beach website: [www.sites.google.com/site/salmonbeachinfo](http://www.sites.google.com/site/salmonbeachinfo).

1. Status of 2012 Budget – D. Ingram
  - a. ACRD Report on Budget – \$125,000 in sewage capital expenditures was added from the reserve fund, and payment for the Pump Truck was completed during 2012 reducing the debt payment to \$15,500. The cost per lot that the SBC had presented to the owners in September 2011 is the

**Volunteer Opportunities**

[\\*Volunteers Needed Now!](#)

**Salmon Beach Manager**

250-726-5427

**Recent site activity**

[Salmon Beach Committee General Meeting - May 20, 2012](#)

edited by Terry Graff

[\\*Manager's Updates](#)

edited by Kathy Holland

[\\*From Your Salmon Beach Executive](#)

edited by Terry Graff

[View All](#)

**Navigation**

same, though some amounts have shifted within the budget.

b. Well Improvement – Funds have been set aside for this, however issues regarding the sani-field need to be resolved prior to any well improvement.

2. Work Plan – Kathy Holland, SB Manager

a. The big project for this year is the sani-field. Inspection and planning are on schedule and on budget.

b. First Aid – Kathy Holland reported that there are now two emergency first aid equipment & AED (defibrillator) cabinets on the back wall of the admin building. These are both hooked up to loud alarms that will sound when opened.

c. Red Cross Signs – Kathy informed us that these signs are available for owners to place in their windows, when they are in residence, if they are able to volunteer to provide medical assistance if needed. Please contact Kathy if you are interested in participating and she will provide you with a sign and the access code for the first aid cabinets in the admin building.

3. Request to ACRD for SBC Bylaw Changes – D. Ingram

1. Amendments to the bylaw for the SBC are still under consideration by the ACRD. The ACRD has a variety of different committees and they will be undertaking a review of all the bylaws and operating procedures, hopefully prior to the next Salmon Beach (SB) general meeting.

2. The SBC Directors are appointed by the ACRD on recommendation by the SB owners.

3. Price Carson – questioned how the SBC works. Tony Bennett explained that the current bylaws allow for encouragement by the ACRD (via the SBC Directors) for proper representation by owners as to how our budget is managed and disbursed.

4. Caroline Lennox asked when the SBC was formed, and what their mandate is.

5. Rosalind Evertsz – queried if there are questions or suggested additions to the current Bylaws, when and who would those be submitted to. Dave I. stated this topic will be addressed under New Business.

4. Sani-Field – A report from the ACRD was reviewed by Andy Daniel, Manager of Environment Services for the ACRD (also a lot owner at SB).

The current sani-field has been in place for 20 years and was not designed for its current use. Steve Carballeira, of H2O Environmental Ltd., has done some test holes. The West side of the

field had areas of breakout, and has been shut down by the ACRD. We are currently using the East side only. Andy presented four options for the SB owners to consider regarding solving the current situation and for future planning. Dave Ingram stated that whatever upgrade we choose, it needs to be engineered and tendered, and time is of the essence.

In general, the owners would like to better understand how the sani-field works.

There will be better filters, a curtain drain to keep rain and ground water off the field, and a settling tank or equalization chamber(s) installed with which ever option we decide upon.

Discussion from the audience ensued. Caroline Lennox questioned future costs and environmental treatments. Steve C. shared his expertise regarding the pros and cons of each option. Option C, which was recommended by Andy and Steve, was explained as a peat based treatment system, guaranteed for 10+ years. SB is seasonal usage, so the peat will be able to rejuvenate itself and consequently last even longer...possibly up to 20 years. The system would increase the capacity of what we now have, and it is a straight forward design that can be easily added to over time. It would be a phased approach. Steve commented that there is no downside to Option C. Additionally, the recommended option falls within the current sewage capital expenditures budget. Steve explained that Sproat Lake has a similar system which costs approximately \$600/year to maintain. That cost would fall under each year's budget. It is proven technology but it is essential that it be maintained.

**Motion:** Moved by Price Carson and seconded by Ann Wodak to approve and proceed with Option C, as outlined. Motion carried by show of hands.

Kathy Holland, SB Manager – Reported that scheduling of dumping is key so that the system does not get over burdened, and that currently they dump Monday-Friday, but endeavor to skip a day so the field has time to rest. It would be very helpful if owners who dump septic on their own let Kathy know their plans. "Be kind to your sani-field, and it will be kind to you."

#### 5. Sub-Committees

1. Dave Ingram. Help is needed on the sub-committees, so please volunteer on the sign-up sheet at the front. Thanks to those people who have volunteered.
2. Boat Ramp – D. Ingram. Not much has happened recently, but be aware that environmental rules on the West coast have increased.

3. Vegetation – Caroline Lennox produced a report from their committee which included a survey for owners to complete regarding vegetation management on private property. She asked that people who wish to receive the survey sign the sheet at the front. Tony Bennett stated that if SB wished to pursue bylaw changes on this topic, it would fall under Transportation in the budget, but would be a costly endeavor with minimal effect.
4. Garbage – D. Ingram. There has been a suggestion to move the garbage outside the main gate. That property belongs to the first nations and the ACRD would be the body who would negotiate such an arrangement. Tony stated that such a cost would be paid out of SBC budget Services.

- Len Jerritt suggested we maintain the status quo, and consider dust control.
- Kevin Middlemass lives on the road to the garbage and is very concerned with the dust, high level of traffic, speed of drivers, late hours of use, etc., and wants to move the garbage.
- Rosalind Evertsz suggested limiting the hours of operation and installing a chain during closure times.
- Terry Smith suggested calcium based dust inhibitor.
- Dave Maudie suggested the garbage be located at the front entrance.
- Robert Lommen has all driving and liability credentials and volunteered to drive the truck if/when we water down the dusty roads.
- **Motion:** Moved by Darren Clark and seconded by Ann Wodak to keep the garbage where it is.
- **Amendment to the Motion:** moved by Kel Roberts and seconded by Len Jerritt that the SBC be empowered to look at other short and long term alternatives to solve garbage concerns. Motion carried by show of hands.
- Then there was a Motion to Receive by Darren Clarke and seconded by Roberta Hendrickson. Motion carried by show of hands that the garbage will remain where it is.

6. 2013 Budget Overview – D. Ingram. Parcel taxes may be reduced by approximately \$100. The information will be on the website in August 2012.

7. New Business – Questions from the floor

1. Rosalind Evertsz inquired whether proxy voting is possible for general meetings. Tony Bennett responded by saying that the ACRD Board has the vote. It takes our recommendations, but proxy voting does not apply.
2. Owners would like to have the Agenda for meetings in advance. **Motion:** Moved by Rosalind Evertsz and seconded by Ann Wodak that a Notice of Meeting and draft Agenda be posted on the website two weeks in advance of general meetings. Motion failed.  
(The Bylaws provide for Notice and Agenda to be posted 48 hours prior to meetings.)
3. Roberta Veenstra asked about planning for incoming Japanese tsunami debris. Tony Bennett reported that the province has set up a task force, but there is no action plan as yet.

8. General Vote for SBC Candidates – for appointment by the ACRD Board. Terry Graff, Kel Roberts, Gina Skippen, Jill Maiback, Len Jerritt, Price Carson and Rosalind Evertsz were nominated for the 5 Salmon Beach Committee member positions. Tony Bennett then took the floor. He asked each person if they would stand. Price Carson replied 'no'. Tony then asked two more times if the remaining 6 people would stand. Each answered affirmative.

The voting commenced. 62 ballots were cast and counted by four SB owners. Terry Graff, Kel Roberts, Gina Skippen, Jill Maiback and Len Jerritt were elected.

**Motion:** Moved by Ann Wodak and seconded by Dawn Hansen that the five (5) elected Directors be approved.  
Motion carried by show of hands.

**Motion:** Moved by Dawn Hansen and seconded by Ann Wodak that the ballots be destroyed. Motion carried by show of hands.

The meeting was adjourned at 1 pm by Chairman Dave Ingram.

Respectfully submitted by Karen Bennett





## MEMORANDUM

**To:** Board of Directors  
**From:** Janice Hill, Environmental Services Asst.  
**Date:** June 6, 2012  
**Subject:** Ahousaht Solid Waste Transfer Station

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On May 24<sup>th</sup>, Ahousaht Chief and Council held a Grand Opening and Celebration for their new Solid Waste Transfer Station.

The transfer station allows the residents and businesses of Ahousaht to participate in a recycling program and transferring their waste to the West Coast Landfill. Ahousaht previously had their own landfill which has now been capped and is no longer in use.

The transfer station houses 2 bins for metals, 3 bins for plastics, papers and tins, a hazardous waste shed, a bulky waste bin and 2 bins for garbage. They also collect electronics, batteries and paints. Used motor oil and cooking oil will also be collected and brought to Tofino for recycling.

Recycling is picked up from residents and businesses once a week and garbage is collected twice a week. All of the bins are transported to Tofino once a month. They do not collect construction waste at the site; contractors are to supply their own bins.

The transfer station will assist Ahousaht with conserving natural resources and energy as well as reduce greenhouse gases.





## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** June 13, 2012

**Subject:** Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012

### Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give three readings to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

### Desired Outcome:

To establish a local service with a portion of Electoral Area "E" (Beaver Creek) to provide for the supply, treatment, conveyance, storage and distribution of water.

### Background:

The Alberni-Clayoquot Regional District (ACRD) passed a resolution at the March 14, 2012 regular meeting to covert the Beaver Creek Improvement District (BCID) to a local service area of the Alberni-Clayoquot Regional District. The BCID Trustees passed a similar resolution at their meeting on April 4, 2012. The Province of British Columbia issued an order in Council on May 31, 2012, revoking the BCID letters patent and transferring all obligations, rights property and assets of the BCID to the ACRD as of June 1, 2012 (copy of order attached).

The services of the BCID are continued as a local service of the Regional District. The ACRD Board of Directors are required to adopt a local service area bylaw to establish and continue the services under the Regional District. The attached bylaw is submitted for consideration by the ACRD Board for 3 readings. This bylaw requires approval of the Inspector of Municipalities prior to adoption by the Board.

### Time Requirements – Staff & Elected Officials:

Minimal staff time required to forward the Bylaw for approval by the Inspector of Municipalities. The conversion process is very time consuming for staff and the electoral area director.

### Financial:

Service paid for by the property owners in the service area. The maximum that may be requisitioned annually for the service is \$6.00 per \$1,000.00 of assessed values.

**Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012**

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**Policy or Legislation:**

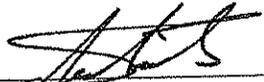
The Local Government Act applies to the conversion process and the establishment of the local service under the Regional District.

Submitted by:   
Wendy Thomson, Manager of Administrative Services

Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

**PROVINCE OF BRITISH COLUMBIA**  
**ORDER OF LIEUTENANT GOVERNOR IN COUNCIL**

Order in Council No. **327**, Approved and Ordered **MAY 31 2012**

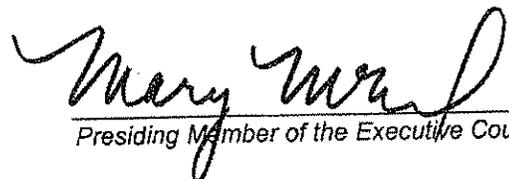
  
\_\_\_\_\_  
Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders the following:

- 1 The Letters Patent issued on March 25, 1959 incorporating the Beaver Creek Improvement District are revoked.
- 2 The rights, property and assets of the Beaver Creek Improvement District are transferred to and vested in the Regional District of Alberni-Clayoquot.
- 3 The obligations of the Beaver Creek Improvement District are transferred to and assumed by the Regional District of Alberni-Clayoquot.
- 4 The bylaws of the Beaver Creek Improvement District continue in force as bylaws of the Regional District of Alberni-Clayoquot applicable to the area of the Regional District of Alberni-Clayoquot to which they applied as bylaws of the Beaver Creek Improvement District until those bylaws are amended or repealed by the board of the Regional District of Alberni-Clayoquot.
- 5 A reference to the Beaver Creek Improvement District in any commercial paper, lease, license, permit or other contract, instrument or document that is transferred under section 2 or 3 is deemed to be a reference to the Regional District of Alberni-Clayoquot.
- 6 The following services of the Beaver Creek Improvement District are continued as services of the Regional District of Alberni-Clayoquot:
  - (a) waterworks;
  - (b) community parks and playgrounds.
- 7 The boundaries of the service area for each service continued under section 6 are the boundaries of the Beaver Creek Improvement District immediately before it is dissolved.

  
\_\_\_\_\_  
Minister of Community, Sport and  
Cultural Development

  
\_\_\_\_\_  
Presiding Member of the Executive Council

*(This part is for administrative purposes only and is not part of the Order.)*

Authority under which Order is made:

Act and section: Local Government Act, R.S.B.C. 1996, c. 323, ss. 735, 735.1 and 781

Other: OIC 623/1959

April 17, 2012

page 1 of 1

O/303/2012/12





Regional District of Alberni-Clayoquot

**Bylaw E1054**

**A bylaw to establish a local service area within a portion of Electoral Area "E" (Beaver Creek) to provide for the supply, conveyance, storage and distribution of water to the Beaver Creek Community**

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**WHEREAS** under section 800 of the *Local Government Act* the Regional District of Alberni-Clayoquot is authorized to adopt a service establishment bylaw prior to operating a service.

**AND WHEREAS** order in council no. 327 was issued by the Lieutenant Governor in Council ordering the transfer of obligations from the Beaver Creek Improvement District to the Regional District of Alberni-Clayoquot and the Beaver Creek Improvement District water service was established as a Regional District of Alberni-Clayoquot service by the conversion on June 1, 2012.

**AND WHEREAS** participating area approval has been obtained in writing from the Director of Electoral Area "E" (Beaver Creek) under section 801.5 of the *Local Government Act*.

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

**1. Citation**

This Bylaw may be cited as "Bylaw No. E1054, Beaver Creek Water System Local Service Area Establishment, 2012."

**2. Service**

The Regional District of Alberni-Clayoquot hereby establishes within a portion of Electoral Area "E" (Beaver Creek) a service for the supply, treatment, conveyance, storage and distribution of water for the area to be known as the Beaver Creek Water System.

**3. Boundaries**

The boundaries of the service area are the boundaries of the Beaver Creek Improvement District immediately before it was dissolved, being that portion of Electoral Area "E" (Beaver Creek) outlined in bold on Schedule 'A' attached to and forming part of this bylaw.

**4. Participating Areas**

A portion of Electoral "E" (Beaver Creek) includes the participating area for the service.

**5. Cost Recovery**

As provided in section 803 of the *Local Government Act*, the annual costs of the service shall be recovered by one or more of the following:

- a) Property values taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- b) Parcel or frontage taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- c) Fees and charges imposed under section 363 [*imposition of fees and charges*] of the *Local Government Act*;
- d) Revenues raised by other means authorized by the *Local Government Act* or another act;
- e) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

**6. Maximum Requisition**

In accordance with section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$6.00 per \$1,000 of assessment.

Read a first time this                      day of                      , 2012.

Read a second time this                      day of                      , 2012.

Read a third time this                      day of                      , 2012.

Approved by the Inspector of Municipalities this    day of                      , 2012.

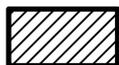
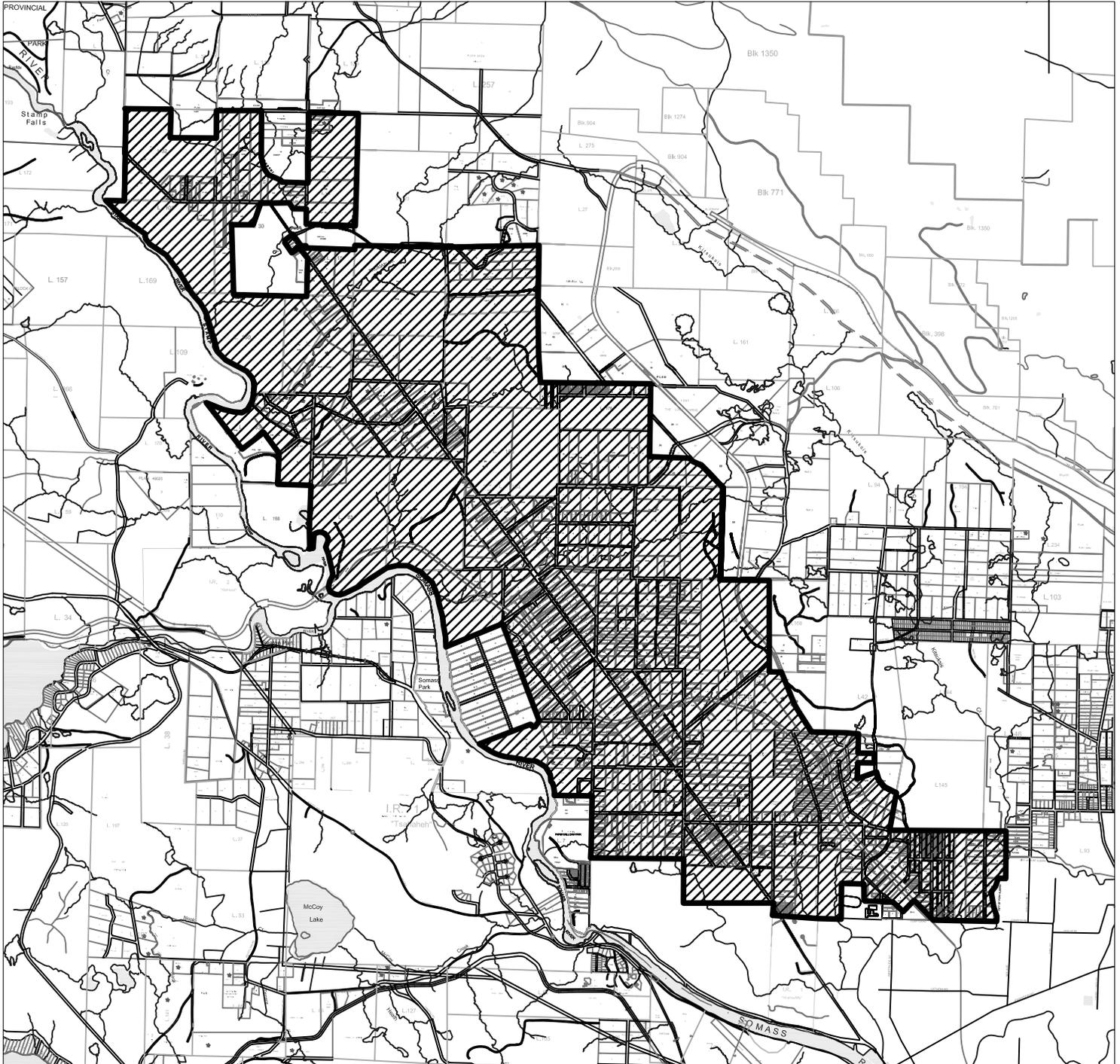
Adopted this    day of                      , 2012.

\_\_\_\_\_  
ACRD Board Chair

\_\_\_\_\_  
Chief Administrative Officer

# Schedule 'A'

This schedule is attached to and forms part of Bylaw E1054, Beaver Creek Water Local Service Area



Beaver Creek Water Local Service Area



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT







## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Andy Daniel, Manager of Environmental Services  
**Meeting Date:** June 13, 2012  
**Subject:** Proposed Beaver Creek Reservoir

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### Recommendation:

*That the Board of Directors of the Alberni-Clayoquot Regional District (ACRD) authorize the tendering process to proceed, for a 250,000 gallon reservoir in the Beaver Creek Water System.*

### Desired Outcome

To be able to receive competitive bids for the construction of a new 250,000 gallon glass-lined bolted steel tank at the Kitsuksis Reservoir site.

### Background

The new tank is to replace the existing Kitsuksis Reservoir which has a considerable leak. The Beaver Creek Improvement District commissioned Koers and Associates Engineering Ltd. to design the new tank. The ACRD has been consulted in the process and the proposed tank was sized to provide sufficient water supply for fire fighting and peak hour balancing for the Beaver Creek service area to the year 2030.

The design will be completed by June 18, 2012 and will then be reviewed by ACRD staff. Any necessary changes will be made, before tendering it on Monday, June 25. The bids and a staff recommendation will be available for the Board to review on July 11, 2012.

Once the contract is awarded it will take four to six weeks to prepare the shop drawings, before construction can begin. With this timeline the goal is to have the reservoir built and online by October 15, 2012.

### Financial

The Board has committed \$800,000 of Gas Tax money for this project. The high range estimate from Koers and Associates in 2011 dollars was \$775,000.

**Summary**

The reservoir design is almost complete and can be tendered at the end of June, should the Board of Directors authorize the Manager of Environmental Services to follow the proposed timeline.

Submitted by: \_\_\_\_\_  
Andy Daniel, Manager of Environmental Services

Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



## MEMORANDUM

**TO:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors  
**FROM:** Mike Irg, Manager of Planning and Development  
**DATE:** June 6, 2012  
**SUBJECT:** Development Variance DVC12002 (Campbell)

### Background

On May 23, 2012 the Regional Board reviewed an application for a development variance permit relating to LOT 16, BLOCK 51, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510 (1109 Fourth Avenue, Salmon Beach).

The Board recommended that this application be furthered to the next stage of the variance process. This involved notifying all property owners within 200 feet of the property which has been completed. One letter of support for the variance has been received to date (attached). If any other objections or responses are received prior to the June 13, 2012 Board meeting staff will inform the Board.

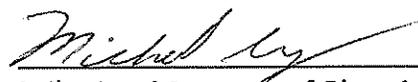
This development variance permit will reduce the required front yard setback of the Marine Recreation (MR) District from 20 feet to 6 feet to allow for the construction of a cabin within the footprint of the existing foundation on the property.

A survey dated April 13, 2012 completed by Brad Cunnin, BCLS, identified the street boundary for Fourth Street was incorrect. As a result, a front yard variance from 20 feet to 6 feet has been applied for.

### Recommendation

That the Regional Board pass a resolution to issue Development Variance Permit no. DVC12002.

Submitted by:

  
\_\_\_\_\_  
Mike Irg, Manager of Planning and Development

### DVC12002

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

**Hans Heringa, P.Eng.**

#4-1080 Industrial Way

Parksville, B.C. V9P 2W8

Phone: 250-248-2381 Fax: 250-248-4894

hancon@shawcable.com

Fax ?

To: REGIONAL BOARD AC RD Date June 6/12

ATTN: MIKE IRG Page 1 of

Fax No: 1-250-723-1327

Re: DVC 12002, 1109 FIFTH AVE, SALMON BEACH

As owner of lot 20, Block 46, 1109 Fifth Ave, we are not really affected, but we support the variance for many general reasons.

- (1) There was, + is confusion with the Survey and a different width for Fifth Ave, and a Survey Plan that was posted + never registered by March.
- (2) The Cabin is built, and its better finished, than left "as is", and financially damaging to the Owner if it has to be removed.
- (3) This is a Marine Recreation District, and there should be more leeway for variances, especially after the fact, and due to inadvertent error.
- (4) Fourth Ave doesn't connect, so there are only 5 other properties using this portion of the road maximum.
- (5) Property Owners pay taxes + get no credit or concessions for part-time use or occupancy, or for an incomplete building.

Please grant the DVC, so that the

URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY

Owner can proceed to complete his Cabin. H



**DEVELOPMENT VARIANCE PERMIT NO. DVC12002**

Whereas, pursuant to Section 922 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 7 of Part 26 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Lorne Edward Campbell

**Address:** 1109 Fourth Avenue, Salmon Beach

With respect to:

**Legal Description:** LOT 16, BLOCK 51, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

**PID:** 008-378-304

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

- (i) Section 143.3(7)(i) of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to vary the required front yard setback of the Marine Recreation (MR) District from 20 feet to 6 feet to allow for the construction of a cabin within the footprint of the existing foundation on the property.

In accordance with the provision of Section 922 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on , 2012.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on , 2012.

\_\_\_\_\_  
Russell Dyson, CAO

\_\_\_\_\_  
Chair of the Board of Directors

**DVC12002**



## Alex Dyer

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**From:** Hillview Capital [zane@hillviewcapital.ca]  
**Sent:** June 6, 2012 10:10 AM  
**To:** Alex Dyer; Mike Irg; Bob Conconi  
**Subject:** Manufactured Home Park

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

### Introduction

Canadian Skyline thanks the Board of Directors and Alberni Clayoquot Planning for their time and support of our past proposal as we tried to find the best use for the property. In the past two years, we have surveyed the property, built a highway grade access road, consulted with engineers and contacted various governments and agencies. We realize that the only way we can develop the property is to have on site water and septic. . We want to keep the rural feeling to the property and we feel our proposal achieves this goal while keeping the housing at an attainable level.

### Restrictions in addition to RMH Bylaws

We welcome any additional Bylaws that the Board or Planning feel would be helpful in keeping the property in a well maintained condition

**In addition to the bylaws, the tenants would be required to sign lease agreements , these leases will be in accordance with the Manufactured Home Park Tenancy Act. Some area's addressed in this lease would be :**

- site maintenance
- derelict vehicles
- etc.

### Phased Development

After consulting with engineers, surveyors, etc., we all came to the conclusion that the development would have to be phased . The cost of the infrastructure and the predicted slow absorption rate makes economic sense to phase the development. Basically , start small and grow with the community.

### Accountability with Milestones

We believe in our proposal, and being accountable to the Region is part of our commitment to the project. Because this is a phased development we would have to satisfy the requirements of each Phase before we could move on to the next, thus giving to the Region the ability to refuse further development until we have satisfied the requirements of the previous phase. We want to build a quality Manufacture Home Park and would welcome any inspections from the Regional Staff to inspect our progress.

### Ownership Structure

We feel retaining ownership and leasing out each site is the best way to move forward with this development.

- Each manufactured home would be privately owned so a Park Committee would be created to address any concerns with Management in regard to the lease agreement, bylaws and covenants on title.
- Any problems that arise that concern the Regional Staff can be directed to the Management who in turn will deal with the particular person that has a volition. This would give the Alberni Clayoquot Region staff a fast easy route to deal with any bylaw infractions.
- Owners can enter into long term leases that give them the security of location
- Owners would not have to buy their site which means they will have less debt or funds tied up in real estate

**Long Term Success**

We feel the size and structure of this development will make this project a success now and into the future. The bylaws and or covenants and input from the Park Committee will insure that the Park will be well maintained to the highest standards even with a change in ownership as the bylaws and or covenants would all be in place.

**Everyone Benefits from this Development**

This type of development will draw a different type of home owner to the area ( affordable rural living). We want to make this Park a choice for people that don't want to have their funds tied up in real estate or don't have the funds to purchase property. We don't want the people that live in the park to ever feel they have settled for less, but rather that they have chosen this location because it suits their needs and lifestyle. This development does not and is not meant to compete with the Alberni, Tofino or Ucluelet real estate markets, as it is a totally different real estate product.

Alberni, Ucluelet and Tofino stand to benefit from this development as we would have fulltime residents that would use their services and shop in their stores.

**Environment**

We understand that the region is committed to preservation of the environment and the Lost Shoe Aquifer that is located at the Junction. Engineers have been employed to evaluate and study the feasibility of having wells and septic disposal on the property. It has been agreed that this development can be serviced on site with no adverse effects to the environment or the aquifer.

Because the water and septic system we propose to use need Ministry of Environment and Vancouver island Health Authority approval, there will be on going testing to make sure these high standards are met now and for the future by trained technicians.

**Conclusion**

We sincerely ask for support from the Board of Directors and especially Alberni Clayoquot Planning to work with us to establish any additional bylaws and milestones so we can put forth our application for First Reading of 138 sites and I residence



## REZONING APPLICATION

**Date:** May 16, 2012

**Regional District File No.:** RC10001

**Applicants:** Canadian Skyline Hotels Ltd

**Agent:** Zane Zbeetnoff, Hillview Capital

**Legal Description:** Block B of District Lot 483, Clayoquot District

**Electoral Area:** "C" Long Beach

**Applicant's Intention:** The applicant had previously applied to rezone the property from a mix of Forest Rural (A3) District, Industrial Park (M1) District and Heavy Industrial (M3) District to a Comprehensive Development zone that would have allowed a maximum of 25 lots. The applicant has since amended the proposal to rezone to a zone that would allow for 138 manufactured home sites and a caretaker residence.

---

### **Recommendation:**

That the Board denies this rezoning application.

Planning staff noted that:

- 1) The proposal does not comply with the objectives and policies of the South Long Beach Official Community Plan.

**Note:** If the Regional Board is considering denying the application, the appropriate motion would be:

**"The Regional Board is, at this time, disposed to deny this application. Prior to doing so, the Board wishes to offer the applicant the opportunity to present their own case as to why this matter should not be denied."**

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### **Observations:**

1. **Property Description:** The property is approximately 54.9 acres (22.2 hectares) in size. The site is relatively flat and treed with second-growth timber as portions of the property have been logged over the years.

An Environmental Impact Assessment that covers the property was completed by an engineering firm in 1998. This report noted a large wetland in the northern portion of the property (Wood Lake) as well as two bog ecosystems in the central and southern portions of the property which ultimately drain into a small stream that empties into Wood Lake.

## 2. Services:

(a) **Sewage Disposal:** On-site sewage disposal via type 3 sewage disposal system with accompanying drip field.

(b) **Water Supply:** Wells with a distribution system and treatment plant.

*Both the sewage disposal system and water supply distribution system would have to be engineered and constructed to the requirements of the Ministry of Environment and Vancouver Island Health Authority.*

(c) **Fire Protection:** Not within a fire protection area.

(d) **Access:** The property is accessed off the Tofino-Ucluelet Highway via an unnamed Ministry of Transportation road right-of-way that runs along the southern boundary of the property.

## 3. Existing Planning Documents Affecting the Site:

A. **Agricultural Land Reserve:** Not in ALR

B. **Official Community Plan:** The South Long Beach OCP designates the property a mix of Rural Residential and Light Industrial. Lands designated as Rural Residential may have a minimum parcel size of 1 hectare (2.47 acres) where the lot has on-site water and sewage disposal while the Light Industrial designation provides areas for development of value-added and other light industrial businesses.

Relevant Land Use Planning Objectives include:

- a) Maintaining a rural focus for new development related primarily to low-density rural residential uses.
- b) Maintaining lot sizes, services and forms of development consistent with rural needs and lifestyles.

***The proposal conflicts with the objectives and policies of the South Long Beach OCP. One of the primary Goals of the OCP is “to retain the rural character” of the area. The Rural Residential designation aims to promote rural lot sizes and densities as well as retain a single-family focus in rural residential areas.***

***The Rural Residential designation allows for increased density where communal water and sewage treatment systems are provided. Staff supported previous proposals for this property on the basis of connection to the District of Ucluelet's municipal water and sewer systems whereas this proposal calls for on-site water and sewage disposal.***

***The South Long Beach OCP was developed in 2006/2007 without consideration for a Manufactured Home Park in the area as there is no designation that would seem to facilitate this type of development.***

- C. **Zoning:** The property is currently zoned a mix of Forest Rural (A3) District, Industrial Park (M1) District and Heavy Industrial (M3) District. The existing Forest Rural (A3) District provides for the retention of undeveloped forest as non-urban and rural land and requires a 10 acre minimum parcel size. The Industrial Park (M1) District and Heavy Industrial (M3) District allow for a mix of light manufacturing, warehousing as well as heavy industrial uses.

The applicant is applying for a zone that would allow for the development of a 138 site Mobile Home Park with a caretaker residence. The park would have sites ranging from 600 m<sup>2</sup> (6,458 ft<sup>2</sup>) to 2,287 m<sup>2</sup> (24,617 ft<sup>2</sup>) in size with a total of 36% of the property protected as open space and riparian area (Schedule A).

In a package submitted by the applicants (Schedule B) they propose that:

- The interior access roads would be paved and include street lighting.
- A building scheme would be registered on title to ensure that the form and character of the individual units would be visually appealing.
- A monitored electric gate would be installed at the entrance to the property for privacy.
- Full time staff would landscape the grounds and collect garbage.
- Benefits to the community would include an increased tax base, employment for maintenance staff, affordable housing and increased commerce for Port Alberni, Ucluelet and Tofino.

***Rezoning is required as the proposal does not comply with the density and permitted uses of the existing zoning.***

- D. **Parkland Dedication:** Parkland dedication or cash-in-lieu would only be required by Section 941 of the *Local Government Act* should the applicants wish to subdivide the property via conventional or strata subdivision.

- E. **Highways Approval within 800 metres of an intersection on controlled access Highway:** Ministry of Transportation approval will be required prior to adoption as the subject property lies within 800 metres of a controlled access Highway.

**Site History:**

1. An application was made in 1998 to rezone part of the property to Industrial Park (M1) District and Heavy Industrial (M3) District to allow for the operation of a veneer plant and associated breakdown sawmill as well as other light industrial uses. The previous owners received final adoption of the zoning bylaw amendment in September 1998, but never proceeded with plans to build the mill.
2. An application was made in 2007 to rezone part of the property to Acreage Residential (RA2) District to allow for the development of a 46 lot strata subdivision. This application was never furthered to public hearing. The previous owners made a request for water service to the District of Ucluelet. The District considered the request at their March 2008 Council meeting and subsequently informed the applicant that they would require confirmation from an engineer that the water system has sufficient capacity to supply the development and confirmation from a registered environmental consultant that the on-site sewage disposal would have no negative impact on the Lost Shoe Creek aquifer. The application was not furthered after this request from the District of Ucluelet.
3. The most recent proposal was considered by the Board in April 2011 to rezone the property to allow for the development of up to 25 residential lots with an average density of one acre. One of the conditions of rezoning required connection to the District of Ucluelet municipal water and sewer systems. The District of Ucluelet Council reviewed the request for connection and ultimately denied the request and recommended that the bylaw not be approved.

**Comments:** Planning staff is recommending that this application not be approved. There are a number of issues with this proposal including:

1. The proposed density being too high for a rural area that does not have the amenities and infrastructure to support it. This type of development would be better suited in a more urban setting. One of the goals of the South Long Beach Official Community Plan, which was adopted in 2007, is to retain the rural character of the South Long Beach area. The Land Use Planning objectives in the OCP include maintaining a rural focus for new development and “maintaining lot sizes, services and forms of development consistent with rural needs and lifestyles” (Section 4.1 – Land-Use Planning Objectives).
2. The overall scale of the development. This proposal is a significant increase in density over previous development applications that the Board has supported for this property, including the most recent proposal of 25 residential lots serviced by

community water and sewer with an average density of one acre. The full build out of this proposed development would constitute the largest Mobile Home Park in the Regional District.

Previous proposals have been supported on the basis that the development would be serviced by the District of Ucluelet water and/or sewer infrastructure. The current proposal is a significant increase in density with both water and sewer being dealt with on-site.

3. The development being in close proximity to the Lost Shoe Creek Aquifer which is the source of drinking water for the District of Ucluelet. The applicant has submitted a report dated July 30, 2011 from Hodge Hydrogeology Consulting which states that "there is no hydraulic continuity between the Lost Shoe Aquifer and the proposed development." (Schedule C). Protection of the aquifer is imperative when looking at any development of this property and staff would recommend that further analysis of the aquifer be done as a condition of any development.

Prepared by:



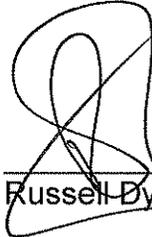
Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Reviewed by:



Mike Irg, Manager of Planning and Development

Reviewed by:



Russell Dyson, Chief Administrative Officer



SCALE 1:1000 metric

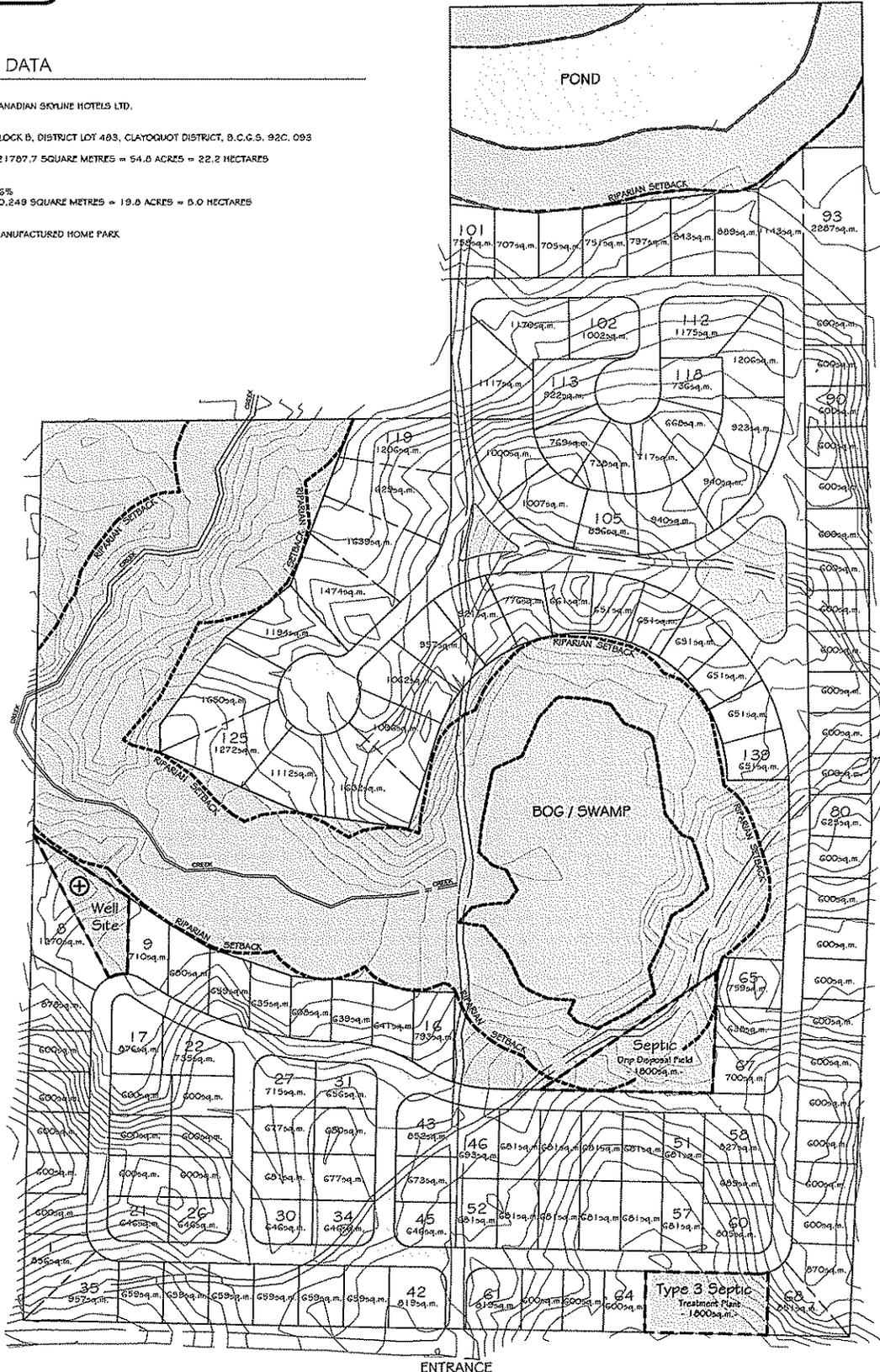
OVERALL LOT LAYOUT PLANNING EXHIBIT FOR

# UCLULET MANUFACTURED HOME PARK

FOR DISCUSSION PURPOSES ONLY - NOT FOR CONSTRUCTION  
APRIL 23, 2012

## SITE PLAN DATA

REGISTERED OWNER: CANADIAN SKYLINE HOTELS LTD.  
LEGAL DESCRIPTION: BLOCK B, DISTRICT LOT 483, CLAYQUOT DISTRICT, B.C.C.S. 92C. 093  
SITE AREA: 22 1787.7 SQUARE METRES = 54.8 ACRES = 22.2 HECTARES  
OPEN SPACE / RIPARIAN AREA PRESERVATION: 36%  
50,249 SQUARE METRES = 12.4 ACRES = 5.0 HECTARES  
PROPOSED LAND USE: MANUFACTURED HOME PARK



PROJECT NO. 12-0064

## Alex Dyer

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**From:** Hillview Capital [zane@hillviewcapital.ca]  
**Sent:** May 14, 2012 9:49 PM  
**To:** Alex Dyer; Mike Irg; Charity Hallberg; Carla Connolly; Bob Conconi; Robert Davey  
**Subject:** Manufactured Home Park

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Alex , please include this email in our submission on May 23,2012

Also,can you insure that our map and Hodge Hydrogeology Consulting Report is submitted .

Re : ACRD File RC10001 – Block B of District Lot 483 , Clayoquot District

### Rezoning Request

Block B of District Lot 483 currently has three zonings :

M1 – Industrial Park District  
M3 - Heavy Industrial District  
A3 - Forest Rural District

We would like to down zone the property to RMH – Mobile – Home Residential

### Location

The property has a highway entrance approximately .6 kilometers from the Pacific Rim Highway Junction and is located approximately .4 kilometers off the Pacific Rim Highway . Adjoining properties to the west ( surf junction campground ) and the property is surrounded by Resource Crown Forestry on all other boundaries.

Land Use Designation In the immediate area :

Potential Treaty Land Claims  
Sand and gravel  
Community Services  
Campground  
Crown Forestry  
Parks and Recreation

The only other Rural Residential is located several kilometers down the road towards Ucluelet, the property is not adjoining or adjacent to any other rural residential zoned property.

### RMH – Mobile – Home Residential

In 1998 the Regional District passed rezoning of the property to M1 , M3 ( light and heavy industrial) . Later in 2007 , the Board supported a 46 lot strata subdivision and lastly supported our request a 25 lot subdivision .

We have tried to pursue our initial plan of the 25 lot subdivision and found that it was not cost effective and there were too many levels of government to coordinate in order to complete the project.

Our original application was January 2010, we have spent over two years surveying, identifying riparian areas, road construction to property, doing feasibility studies and acquiring engineer reports. Over this time, we have gotten to know the property very well and feel this rezoning proposal would best be suited to property and the immediate area.

Our proposal is for 138 manufactured home sites with one residence. The property will be serviced with treated well water to Vancouver Health Authority Standards and an on site Type 3 treated septic system to Ministry of Environment Standards.

### **Quality of Manufactured Home Park**

There is a stigma that manufactured home parks are crowded, poorly maintained and clientele are from very low income demographics. We want a quality development and only see it being successful if we maintain high standards.

Building Scheme :

- 1 - Lots would have a minimum sq. footage of 6,000 sq. ft.
- 2 - Respect riparian areas and incorporate into our plan to keep a natural rural setting
- 3 - Paved roads, and street lighting.
- 4 - The position of the home on each lot will be situated for view, privacy and the most visually pleasing location (angled on the lot).
- 5 - There will be no fences for privacy, just the natural vegetation
- 6 - The manufactured home will have cedar accented windows and trim, Hardi panel exterior and sloped roofs
- 7 - Exterior storage, decks, railings, carports would be constructed in Hardi panel, and Cedar

Maintenance, upkeep, improvements and security are essential to keeping the property a pleasant appealing place to live :

- 1 - A monitored electric gate would be installed at the entrance for security and privacy
- 2 - Full time staff to keep the grounds in good repair, collect garbage and do improvements.

Target market :

- 1 - Working People in the area that can't afford to buy a home.
- 2 - Retired people on fixed income and either can't afford or don't want their retirement funds tied up in expensive real estate
- 3 - Families from other areas that want a vacation home to enjoy the West Coast of Vancouver Island

### **Benefits for the Region**

- 1 - Increased Tax Base
- 2 - Employment for maintenance staff

- 3 - Attainable housing for a broader range of income levels.
- 4 - Increased commerce for Alberni Ucluelet and Tofino.
- 5 - A well maintained sustainable development for the future
- 6 - A continued inventory of attainable housing as total absorption will take time.

### **Alberni Clayoquot Planning Department**

We would like to address their concerns in there May 8,2012 correspondence :

#### *1 Development would be better suited to a urban setting*

Where will be find a urban setting where they would use 54 acres for 138 manufactured homes with a density of .4 of acre per site

#### *2 Rural focus and be compatible with adjacent properties*

The property is surrounded by forest on three sides and a campground on the western boundary.

#### *3 Maintaining rural life styles*

The rural life style would be preserved though development design , privacy by nature vegetation, protection of riparian areas and no through traffic gated privacy. In these current economic times the feasibility of subdividing property into large parcels , servicing with septic and water, constructing a home makes the rural life style only available to the few that can afford the . This development would give a rural life style at a fraction of the cost.

#### *4 Largest Mobile Home park in the regional District.*

We would be the largest in the Region District but small compared to other area's that have recognized the need for this type of housing . We have contacted the Ministry of Environment to ask if there are any other developments of this size in the Region District and Sprout Lake Mobile Home park has an approved septic for 96 sites.

#### *5 Close to the lost shoe Aquifer*

We are a distance from the Aquifer , there is no hydraulic continuity between the property and the Aquifer( Hodge Hydrogeology Consulting) . The Ucluelet wells heads where identified in 1995 , this property was rezoned to M1 and M3 ( light and heavy industrial) in 1998 ( the Aquifer concerns would have been addressed at that time as we plan to address this issue again)

### **Conclusion**

We want this Manufactured Home Park , to be upscale , well maintain and secure , this could be accomplished by registering a covenant on title for the building scheme that we have envisioned with other ideas the region may have to insure a quality development.

The Park would be a one of a kind development in the South Long Beach Area . This development posses no competition to the excising campgrounds that are in the area and next door.

The Park gives home buyers an other alternative to purchasing large rural acreages which are more expensive to purchase and require substantial up keep . Tofino and Ucluelet real estate would not have completion for there real estate buyers as this development is a totally different product.

We realize that 138 sites would be larger than the 96 unit site that was approved near Sprout lake but with this density we can afford to build and maintain a top rated park that could be an asset to the region . This development with the predicted slow absorption rate could meet the goals of the region to supply an inventory of manufactured home park sites that could talk five maybe ten years to be completely built to capacity.

We are very aware of the Lost Shoe Aquifer and the importance of keeping the water source safe. We would expect that our rezoning would be conditional , that there would be no adverse effect on this Aquifer.

Lastly , we respect the Region Districts Planning Department for their expertise , patience , knowledge and ask them to come on board and work with us to bring this project on line.

The Alberni Clayoquot Board Members have been very supportive in rezoning this property in the past and we ask for their support again for this viable project.

## Alex Dyer

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**From:** Hillview Capital [zane@hillviewcapital.ca]  
**Sent:** April 24, 2012 11:38 AM  
**To:** Alex Dyer; Bob Conconi  
**Subject:** Manufactured Home Park  
**Attachments:** Hydrogeology.pdf; Manufactured.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Alex

Further to our discussions' and meeting , Canadian Skyline Hotels Ltd. would like to change our application for Block B District Lot 483 to Rezone to Mobile Home Residential ( RMH) .

We have spent the last month , designing , costing and exploring the feasibility of a manufactured home park on the property , based on this gathering of information .

### 1 Location

The location is ideal for a development of this kind as it would be next to the existing developments of Surf Junction which is a seasonal camp ground, an other smaller campground , gravel pit and First Nations commercial tourist development. A mobile home park would complement the existing area. Residents of the Park would shop locally and possibly go to Port Alberni for larger selection of merchandise.

### 2 Concept

Our concept of the development would be to have :

A – A manufactured home Park , that would only allow new homes that were Hardi paneled , sloped roofs , cedar accented and designs that do not have the boxy appearance. , any additional , buildings , carports or decks would be to the standards set by the manufactured home park

B – There would be a security gate that would offer residences security and privacy from vehicles entering the manufactured home park.

C – A full time maintenance person to keep all public area in good repair , collection of garbage and assist residences of the manufactured home park.

### 3 Layout of Park

Attached is a possible layout of the Park which allows for 138 mobile home pads and one residence ( which could be on any of the lots) . Additional requirements would be :

A – The minimum lot size would be 6000 Sq. ft. or larger ,.

B – Manufactured homes would be encouraged to situate their homes at different angles on their lots to give a less boxy subdivision feeling to the development , maximize privacy and enjoy possible views of the surrounding mountains.

C - The riparian area's and that would be left undeveloped would be approx. 20 acres.

D – The density will be an average of 2.5 homes per acre.( based on 137 sites located on 54 acres)

#### **4 Servicing the Development**

A – Hydro , cable and telephone run along the Pacific Rim Highway and are approx. 600 meters from the entrance to the development .

B – Water would be obtained by wells drilled on the property with a Treatment plant constructed to the Vancouver Island Health Authority standards. ( location of well on property is proposed and has not had engineered approval)

C – A type 3 septic system complete with drip field which will argumentation to swamp area's would be constructed on the property with the Ministry of Environment approvals. ( location of septic on property is proposed and has not had engineered approval).

Lastly , we are very aware of the Lost Shoe Aquifer and it's importance as a drinking water source for Ucluelet and the surrounding area. All servicing of this property will not have an adverse effect the Aquifer.

#### **5 Obtainable Housing**

In order for the development to be successful and become a viable project we believe that the homes have to be obtainable. Our preliminary studies indicate that a monthly lease rate of \$250 to \$350 per site would be affordable for home owners and supply enough cash flow to service the borrowed funds required to construct the park.

We have contacted several manufactured home dealers and new home prices range from \$90,000 to \$140,000 depending on options and sq. footage . The dealers also , can provide financing at bank rates for buyers with as little as 5% down.

The park would would enter into long term leases not monthly rent to provide a degree of certainty and security to the home owner.

We feel this model for obtainable housing would benefit local residents who have missed the market and retirees who want to retire on the west coast with fixed incomes.

Zane Zbeetnoff

- Attached is possible layout of development

- Attached is a previous study by W. S. Hodge who initially identified the Lost Shoe Aquifer , the report as done for the Step method but many of the notations can be applied to the property and its relationship to the Aquifer.

## HODGE HYDROGEOLOGY CONSULTING

1-10121 Fifth Street, Sidney, BC V8L 2X8 Telephone – 250-656-6022 Fax – 250-656-6099

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Date: July 30, 2011

File: 11-030

Davey Consulting and Agrology  
2881 Virago Place  
Ladysmith, BC  
V9G – 1C8

Subject Property – Block B, District Lot 483, Clayquot Land District, BC.

Dear Mr Davey:

The subject property and Lost Shoe Aquifer are located approximately 8.0 kilometers from the Town of Ucluelet on the west coast of Vancouver Island. The subject property is located within the Albemarle-Clayquot Regional District and is estimated at 22.2 Hectares. Approximately 12.7 Hectares of the subject property are proposed for development and 9.42 Hectares are proposed as parkland.

The Lost Shoe Aquifer is located adjacent to the junction of Highway 4 and Tofino-Ucluelet Highways. The three (possibly four) active Lost Shoe Aquifer production wells are located approximately 575 - 600 metres northwest and are slightly downslope of the subject property. The production wells are located in separate housings and all pump to a nearby community pump house prior to distribution. The production wells are sampled once per week for bacteriological analyses (per comms. District of Ucluelet staff). The subject property is also located along the east side of the Tofino-Ucluelet Highway while the Lost Shoe Aquifer is located on the west side of the Tofino-Ucluelet Highway. The subject property and the Lost Shoe Aquifer were both examined on July 28<sup>th</sup> and July 29<sup>th</sup>, 2011.

Well records show that the top of the high capacity sand and gravel aquifer of the Lost Shoe Aquifer is located approximately 4.6 metres below ground surface. The non-pumping water level is shallow and partially exposed (noted July 28<sup>th</sup> and 29<sup>th</sup>). Well records show that grey-blue clay (marine clay) exists below the sand and gravel aquifer.

Much of the Lost Shoe Aquifer is fenced on three sides while the north side is not fenced and is bounded by heavy bush. The Lost Shoe Aquifer is generally unconfined and has been classified by the Ministry of Environment (MoE) as a moderately developed aquifer and is highly vulnerable to contamination introduced at ground surface.

The Lost Shoe Aquifer has been estimated by the Ministry of Environment (MoE) as approximately 11.5 km<sup>2</sup> in size. The Lost Shoe Aquifer is likely much smaller than originally estimated by the MoE. For example, the Lost Shoe Aquifer does not extend to the ocean as estimated by the MoE and does not extend south to include the subject property. The boundaries of this aquifer need to be re-examined and re-defined by MoE staff.

On July 28<sup>th</sup> and July 29<sup>th</sup> Bill Hodge walked throughout the subject property. The subject property was noted to consist of hummocky topography (quite variable topography with numerous knobs and kettles formed by ice deposited below the surface and melting to form hummocky topography). Perched water table conditions and peat moss were noted in a few locations at higher elevation than the Lost Shoe Aquifer. Because of the distance, the

likely smaller size of the Lost Shoe Aquifer and the perched water table conditions throughout the subject property, there is no hydraulic continuity between the Lost Shoe Aquifer and the subject property. Even if there was a leak in the STEP system (highly unlikely) the filtered effluent would likely slowly move downslope towards the west and not toward the Lost Shoe Aquifer.

The Lost Shoe Aquifer is however, highly vulnerable to surface contamination. This vulnerability is not from the proposed development but rather heavy vehicle traffic at the junction of Highway 4 and the Tofino-Ucluelet Highway during the summer months and road salting near this junction during the winter months. This aquifer is also highly vulnerable from the ongoing gravel operation located near the western edge of the aquifer. The fence must also be extended to include the northern side. This will help to avoid any vandalism from occurring. Higher visibility signs should then be erected informing residents and visitors that the Lost Shoe Aquifer is highly vulnerable to surface contamination and provides drinking water to the District of Ucluelet.

The STEP system (Septic Tank Effluent Pumping) system is closed and watertight (per. comms. R. Davey, July 2011). Hodge Hydrogeology Consulting (Bill Hodge) believes this system will present no concern to the Lost Shoe Aquifer. As a precaution, however, certified polyethenene effluent tanks should be utilized. Individual residences will discharge effluent into the municipal treatment plant facility located in Ucluelet and already operated under a valid registration certificate from the Ministry of Environment (Davey, 2010).

The STEP system would also avoid the requirements of a costly deep seated large capacity pressure sewer line from the subject property. The proposed STEP system will discharge filtered effluent by pressure through a 3-inch schedule 40 PVC pipe buried approximately 1.0 metre below surface and adjacent to but within the road allowance (Davey, 2010). A small excavator could be used to dig this trench. Once this trench is constructed, the soil characteristics should be carefully noted by a qualified Hydrogeologist prior to placement of approved bedding sand. Easy digging is anticipated and bedrock was not observed within the subject property.

At the lift station the filtered grey water would enter and be controlled by a check valve system with the filtered effluent being contained within the Town of Ucluelet sewer system (Davey, 2010).

In summary, as there is no hydraulic continuity between the Lost Shoe Aquifer and the proposed development, approval should be given to subdivide this property for residential purposes. A viable alternative option to in-ground sewage disposal is the STEP system. Use of the STEP system will also allow the potential for subdivision of the subject property and alter the zoning from industrial occupancy to residential occupancy.

References

Davey, R., 2010. Report entitled *Design Consideration for a Possible Septic Disposal Option for A Proposed Subdivision of 18 Lots to be Obtained from a Parcel of Land Presently Described as Block B District Lot 483 Clayquot Land District B.C.* Prepared for Mr. Zane Zbeetnoff of Canadian Skyline Hotels, Ltd., 987 Kiel Street, White Rock, B.C., V4B 4V8

If you have any questions or concerns, please do not hesitate to contact me at 250-656-6022 or 250-818-1134.

Yours sincerely,

*W.S. Hodge*



W.S. Hodge, P. Geo.  
HODGE HYDROGEOLOGY CONSULTING



## MEMORANDUM

**TO:** Russell Dyson, CAO and ACRD Board of Directors

**FROM:** Carla Connolly, Planner

**DATE:** June 6, 2012

**RE:** Public Hearing Report for Bylaws P1289, P1290 and P1292  
(McLellan (Emerald Coast Winery), 2787 Alberni Highway)

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A Public Hearing for Bylaws P1289, P1290 and P1292 was held on Tuesday, June 5, 2012 in the Board Room at the Alberni-Clayoquot Regional District office. The meeting was attended by the applicant – Mr. Evan McLellan, his agent – Mr. Jim McManus, three (3) members of the public, two (2) ACRD planning staff members, and Cherry Creek Electoral Area “F” Director, Glenn Wong.

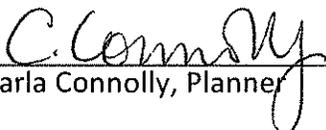
The owners of the existing Lot 1, which is located on the corner of Maebelle Road and Foulcer Road (unconstructed), voiced their opposition to the proposal. Their main issue is that when they purchased the property in 2008, they purchased it with the understanding that there was a covenant in place limiting the use of the property immediately to the south to vineyard use only.

Referral agency responses are supportive and/or interests unaffected by the proposed rezoning.

As a result of the comments received from the members of the public, staff feels it would be appropriate to proceed with the rezoning, subject to the existing covenant being amended to include buffering requirements, increased setbacks and height restrictions for any future development, which was discussed during the public hearing.

### Recommendation

That the Board of Directors proceed with 3<sup>rd</sup> reading of Bylaws P1289, P1290 and P1292, subject to the existing covenant being amended, prior to subdivision, to include buffering requirements, increased setbacks and height restrictions for any future development on the proposed Lot 1, as discussed at the public hearing.

Submitted by:   
Carla Connolly, Planner

**RF11008**

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of a Public Hearing held on Tuesday, June 5, 2012 at 7:00 pm in the Board Room at the Alberni-Clayoquot Regional District office.

Present: G. Wong, Director Area "F" Cherry Creek  
Staff: M. Irg, C. Connolly  
Applicants: E. McLellan (property owner), J. McManus (agent)  
Members of the Public: 3

1. Meeting called to order at 7:00 pm.
2. The Chairperson (Director G. Wong) welcomes everyone and introduces himself, Mike Irg, Manager of Planning and Development, and Carla Connolly, Planner.
3. C. Connolly reads the Public Hearing notice as follows:

NOTICE OF PUBLIC HEARING - ELECTORAL AREA "F" – Cherry Creek

A Public Hearing for residents and property owners within Electoral Area "F" will be held in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on June 5, 2012 to consider the following bylaws:

Bylaw P1289 to amend the ACRD Zoning Bylaw No. 15 by adding a new section "101A Winery and Cidery (WC) District".

(Evan & Angelika McLellan, Owners & Jim McManus, Agent – 2787 Alberni Highway)

Bylaw P1290 to amend the Cherry Creek Official Community Plan Map by redesignating a portion of LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 from "Lower Density Residential Use" to "Agricultural Use" and designate a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT to "Agricultural Use" to allow for further development of the existing winery.

(Evan & Angelika McLellan, Owners & Jim McManus, Agent – 2787 Alberni Highway)

Bylaw P1292 to rezone a portion of LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 from Rural (A2) District to Winery and Cidery (WC) District and a portion from Rural (A2) District to Acreage Residential (RA3) District and a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT from Small Holdings (A1) District to Winery and Cidery (WC) District to allow for further development of the existing winery and facilitate subdivision

(Evan & Angelika McLellan, Owners & Jim McManus, Agent – 2787 Alberni Highway)

All persons who consider their interest in property affected by the proposed bylaws will be given an opportunity to be heard in matters contained in the bylaws.

The Public Hearing for Bylaws P1289, P1290 and P1292 is to be held by Director Glenn Wong, his Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy

of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from May 25, 2012 to June 5, 2012 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

4. Chair G. Wong: Thank you Carla. The purpose of the hearing is to hear representations, written and verbal, from any person who believes their interest in property is affected by the proposal. The Regional Board will receive full minutes of the hearing before voting on the bylaw. If the hearing is contentious, we will record it and produce a verbatim transcript. If it is not, staff will take written minutes that summarize the issues raised. Staff will now read out any written submissions received prior to the hearing and any correspondence received ahead of time.
5. C. Connolly: No written submissions were received or any correspondence.
6. Chair G. Wong: Thank you. And I like to ask the applicant if they would like to explain their proposal.
7. J. McManus: Yes, I do have a written submission here. Jim continues to read page one of his submission (Appendix A).
8. Chair G. Wong: Thank you Mr. McManus. Mr. McLellan would you like to add anything?
9. E. McLellan: No, I think Jim summed it up.
10. Chair G. Wong: Okay thank you. And are there any presentations from the public? Name and address please.
11. R. Milten: My name is Robert Milton. My mailing address is 12-3855 9<sup>th</sup> Avenue. I am the co-owner with Christine Thompson of Lot 1, Plan VIP79994. I have a written submission (Appendix B) that I, which I'd like to add and I'll speak to this and attached to this is a copy of the contract of purchase of sale from, of Lot 1 from Evan and Angelika. We purchased the land in March of 2008. There is also a copy of the land title act covenant EX99769 which was part of the, was acknowledged in our contract of purchase itself at the time. The covenant that the land title act, I covenant number EX99679, I'm not sure if it's still current but it was current at the time of the purchase. It's a nice little property. We are at the moment, we purchased building plans to build on that piece of property and we really liked the property at the time that we bought it because we were led to believe that the adjoining property was going to be part of the vineyard. Not turned into acreage residential. So that, and that is part of the covenant EX99769, item 2, notwithstanding restrictions contained in paragraph 1 the land may be used or built upon provided the area showing heavy black outline, which is the adjacent acreage next to our lot, on a reference plan or covenant prepared by Michael A. Sims, BCLS prepared on June 30, 2005. A reduced copy of which is attached to this covenant as schedule A, is used only as a vineyard or left in a natural state. And that was the understanding of when we purchased our acre of land from Evan and Angelika. Certainly, we are in the process of hoping to selling our own house and we were looking forward to building a house on that property on the edge of a pretty vineyard with some considerable privacy. I'm sure you, Evan you agree that it's nice to wake up in the morning and look out your window, have some privacy and look out at your vineyard. And that was our understanding at the time of purchase that that is what that meant. It was going to be, it wasn't going to be for a residential purpose.
12. Chair G. Wong: Thank you. And for this transcript, we have received a written submission. Would you like to say anything?

13. ??: No, I'm just here listening.
14. Chair G. Wong: Oh okay. Thank you. Just out of curiosity can you show me on your map there, Mr. Milton's property please?
15. J. McManus: If I understand Mr. Milton correctly it's at the corner of Foulcer and Maebelle. This is Lot 1 of that reference plan number.
16. C. Connolly: Jim or Evan maybe, do you have, can you give us any information or background detail as to why the covenant was placed on your property at the time of the original.
17. E. McLellan: Because Mike had said he didn't want anybody putting in a pig farm in there. And I said well the original intention of it is just, this is what we bought the property for at the time and that's why Mike had suggested a covenant. He said we just don't want somebody putting a pig farm in there next to residential.
18. C. Connolly: Okay.
19. C. Thompson: My question, my other question would be actually.
20. Chair G. Wong: If I, I'm sorry for the record, name and address please.
21. C. Thompson: Oh sorry. Christine Thompson, mailing address Box 12, 3855 9<sup>th</sup> Avenue in Port Alberni.
22. Chair G. Wong: Thank you.
23. C. Thompson: So Foulcer Road is not open, it's undeveloped. So I assume that would be now the access to lot 2, proposed lot 2.
24. E. McLellan: No.
25. J. McManus: Not necessarily. There is another option.
26. Chair G. Wong: Mr. Irg do you have any comments on that one?
27. M. Irg: I think the applicants have some.
28. E. McLellan: I've already go verbal permission from Island Timberlands to access from the top.
29. C. Thompson: From the top of where?
30. E. McLellan: Up off of Dundalk. Right where ?? has that end of the road. Closer up there.
31. C. Thompson: Log Train Trail?
32. E. McLellan: Just right across the grade there yes.
33. Chair G. Wong: Perhaps it would be easier if you show on the map so we have a better, clearer understanding.
34. E. McLellan: They will all see it from there Jim.
35. Chair G. Wong: Mr. McManus. On this map here please.
36. C. Thompson: How can he, how can you just access from here down to this side.
37. J. McManus: This map doesn't, that map doesn't show. Excuse me. We'll actually come in off of Dundalk and come this way.
38. C. Thompson: So you would have to cross the Log Train Trail.
39. J. McManus: Yes. And as Evan has pointed out, the grade, he already has verbal permission to do so.

40. E. McLellan: It's a really short. Foulcer comes just about to it. It's just a stone's throw across the grade to get it.
41. C. Thompson: So this is the south aspect. And so our dream was to plan our southern facing access so if somebody else builds a house right there, there goes our southern rancher aspect.
42. Chair G. Wong: Thank you for showing that.
43. M. Irg: And I think with respect of Foulcer Road, it's not built right now, but it is a road allowance that is there.
44. C. Connolly: So Jim, I don't know if you have anything else, or Evan that you want as to their concerns. Like so obviously they bought the concern of looking onto residential rather than a vineyard so what about like, have you thought about buffering requirements or anything like that, I guess, this is just being brought up now but would you consider that or?
45. E. McLellan: Sure we could consider buffering, we could consider a rancher house, not a tall monster house, you know things like that. We're, we're flexible.
46. C. Connolly: I don't know if that alleviates your concerns so much or not really.
47. C. Thompson: It's just that that was kind of why we bought the property in the first place.
48. R. Milton: That's the thing that sold us on the lot and I think, as Evan said, that lot was separated off a little bit like that, I think because it was being retained for a family member and it was the prime lot. We saw it, we saw it on a Sunday, we liked it, we liked the idea of having a vineyard around us.
49. C. Thompson: Particularly, we had been looking for land for quite some time and that was the first one we found that ticked all the boxes at the time.
50. R. Milton: And we actually agreed to the sale by the Wednesday and completed a week later. So we, we bought in on that on the assumption that that was going to be a vineyard and that was what we were going to be looking out at. And not a residential piece of property. Also, somewhat disappointed, I have to say that this is a, my first understanding of the changes that are happening here and brought to my attention when I received a letter from the regional district on Tuesday and sorry that Evan didn't come to see me, pride to that, considering that is why we bought the lot.
51. Chair G. Wong: Thank you. I understand your concerns and what not and I do hear you. All I can say at this point in time is that I hope that you can become good neighbours there and discuss this between you two there.
52. J. McManus: Could I ask a question Mr. Chairman or staff.
53. Chair G. Wong: Please do.
54. J. McManus: I don't have my bylaw extracts with me, my apologies, but what is the front yard setback under RA3?
55. C. Connolly: 49.21 feet.
56. J. McManus: 50 feet give or take. What was actually going through my mind was and again my apologies because I have never had the opportunity of discussing it with my client, would be if sewage disposal situation does allow it, on the southerly lot, if we could actually increase that even if it's by way of covenant, it may be an option to alleviate some of the concerns that have been raised at the table.
57. Chair G. Wong: I'm not really too up on the laws on this what not there, I mean we are dealing with the application in front of me there, but I do stress that a good neighbor policy would be if you could work that out between you there, I think that would go a long ways there. Mr. Irg, do you have any comments.

58. M. Irg: It's certainly something we could amend the covenant so that rather than it being restricted to vineyard or natural state, increase the setbacks on either the front or the front and the side to what, you know if you put it back whatever you guys decide would be appropriate. So there's an option to put, say make it a 100 foot setback, so you have, you maintain that 30 meters or 100 feet from the front of the property line back for no buildings. You know, that is an option.
59. E. McLellan: Where is that house, where do you want to put it, located front, back, center?
60. R. Milton: Well that's the problem you see because the actual septic area which was designated when we bought the property, pretty much right in the middle of the lot. The septic on all 3 lots are in different positions right. And on that one, on our own lot the position is more on the west, more on the Maebelle side. So with the house, we would drive, drive up the driveway, we have to have the house would be pretty much central to the ...
61. E. McLellan: I heard last week, I don't know if there was any truth to this or not, that, that covenant for septic and that no longer apply. You can apply to land titles and get it removed as long as you have a bonified person like Bowerman or someone that's certified to do septic approve a different site.
62. R. Milton: Well, I assume from, from when we bought the property, and I looked at the land title acts come from when you first subdivided in 2005, there's the subdivision was done in August and then in November 2005, you applied for the sewage component of the. They talk about one acre lot being left as a vineyard or as natural state.
63. Chair G. Wong: So for us to proceed there on this hearing what not there, I will ask that as neighbours, you try to work that out. Is that okay to you?
64. R. Milton: So where does this take this. This is before you take it to the directors or we have some.
65. Chair G. Wong: Mr. Irg, can you explain the process please.
66. M. Irg: Well I.
67. R. Milton: Well I'm familiar with the process so.
68. M. Irg: So following the public hearing it goes to the, it'll be presented to the board, whether to proceed with 2<sup>nd</sup> and 3<sup>rd</sup> reading. You know and then following that there's the, it goes back to the board for adoption if that's the process, you know, it gets the readings through each stage. The concerns I'm hearing are around the covenant and you know, what happens on that one, the two, the space, it's not a lot yet. What was originally going to be a lot in the initial subdivision with the property with the covenant on it. I, the, Evan and Jim have suggested, you know, and additional setback, does that address your concerns?
69. R. Milton: I'd have to look but.
70. C. Connolly: Sorry to interrupt but can you just pull the microphone a little closer.
71. R. Milton: I'd have to have a look at that. Sort of for actual sizing et cetera but off hand, I wouldn't have, I wouldn't have thought that the setback would allow for, for a building to be put back in there. From where we had to have our, where we wish to site. Where we've intended to site our, our building, I don't think a setback from the adjoining land would work very well either. So, now you're talking about the neighbourly, getting together as neighbours, so this would, this is something for us to do between now and the 2<sup>nd</sup> reading, is that right? Is that what your implying that should happen or?
72. Chair G. Wong: This will go forward tonight there and it will go before the board there as 2<sup>nd</sup> and 3<sup>rd</sup> reading and stuff like that there and you do have that time between neighbours there to try to come to some arrangement that is appeasable to you before adoption takes place. And adoption would take place in approximately, what are our timelines on this?

73. C. Connolly: Late July. But, however, the Board, Glenn, I guess you would be turning it down based on, well I don't want to put any words in your mouth or whatever but it would be easier if we could come to some solution now, so that Glenn as a director when he goes back to the Board, he has a clear direction to give to the rest of the Board members as to how do you want to proceed favourably or not favourably for the application. So, I don't know, do you need, do you require more information like background information as to why Evan is making those two new residential lots for, on his property, or are you pretty clear on that? Mike already went over the covenant issue and is that going to work for you and if it doesn't, it kind of sounds like it is but then it doesn't sound like it will work for you.
74. C. Thompson: Well, we want another week to think about it. Up until a week ago, we were happy going along as we were.
75. R. Milton: We were happy going along making our plans and, and looking at everything but with this, changes everything in that respect. I can see where, why Evan would want to make that residential, we can certainly understand where he's coming from, his point of view, if he's, if he's removing this area down and reclassifying the to the winery and cidery so we've taken and that one taken out of A2 and not having a minimum lot size so. And I know residential lots in the area are 0.6 acres if you, I mean their large plots to start off with so I can see where he is coming from that. But our purpose of buying that piece of land was, was .... and that's the only reason why we purchased that.
76. Chair G. Wong: Mr. McManus.
77. J. McManus: Thank you Mr. Chairman. A couple of issues in terms of this, if I may, firstly I understand and certainly I concur in principle with Carla's comments. The problems I see flowing from that is whether in fact the status of this public hearing is upset as a consequence to that being deemed new information. First and foremost. Secondly, right from the get go, this area has been zoned under originally an A1 zone and certainly as an advent from my client's use as a vineyard, it was transferred to A2. It wasn't the situation where it was under an exclusive winery or vineyard zone, it was under a blanket A2 which permits a raft, a very extensive raft of uses legally. Thirdly, in terms of the actual draft bylaw itself. When we actually had a look at this, there were two components in my opinion missing from that draft bylaw dealing with residential use component and also dealing with accessory buildings and uses. We specifically asked the advisory planning commission to actually consider those as an omission which they did and I just wanted to be clear as far as this public hearing is concerned, that those two component uses were indeed reintroduced to the original draft bylaw.
78. Chair G. Wong: I believe they were.
79. C. Connolly: I'll just verify that.
80. Chair G. Wong: Okay, thank you.
81. C. Connolly: So accessory buildings and uses was the concern right?
82. J. McManus: As well as residential. There is no residential component to the original bylaw.
83. C. Connolly: So the following, so residential, a single family dwelling may be considered a primary use as well and an accessory building or use is a secondary.
84. J. McManus: Okay, thank you.
85. Chair G. Wong: It was addressed. Thank you for bringing that up. This was put forth to the advisory planning commission and they made recommendation that this go to the public hearing there and this is where we're at now there and I'll continue with the public hearing. I will urge and ask you to see if you can talk as neighbours what not there and see if you can come to some solution. Are there any other presentations from the public? Seeing none, I would like to stress that the Board cannot receive any new

information between the end of the hearing and making a decision on the bylaw. If any Board member does so, this invalidates the public hearing and means it will have to be held again. I call for the first time for any further representations on the bylaw. I call for a second time for any further representations on the bylaw. I call for a third and final time for any further representations on the bylaw. Hearing no further comments, I declare this meeting terminated.

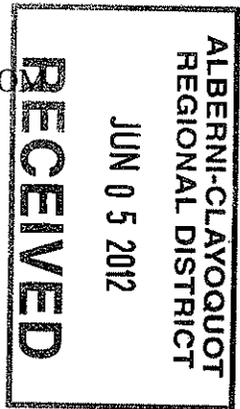
86. The meeting was terminated at 7:29 pm.

Minutes reviewed by: C. Connolly  
C. Connolly  
Planner

Certified Correct: \_\_\_\_\_  
G. Wong  
Director for Area "F" Cherry Creek

PUBLIC HEARING PRESENTATION JUNE 05<sup>th</sup>, 2012 , in ACRD BOARDROOM  
PROPOSED BYLAWS P1289, P1290 & P1292: RELATING TO PROPOSED  
DEVELOPMENT

Over part of DL 135 ALBERNI DISTRICT { Mr & Mrs E & A McLELLAN }



My name is Jim McManus representing Mr & Mrs McLellan at to-nights Hearing.

As noted, there are 3 subject Bylaws being considered here ,P 1289 { New Winery Zone}, P 1290 { OCP amending Bylaw - from undesignated & Lower Density Residential Use to "Agriculture"} & P 1292 { Rezoning Bylaw -from A1/A2 to "WC" zoning} which relate to my clients property.

Simplistically, these bylaws are generated or, stem from, the following base proposal for the lands in question VIZ;

a} acquiring redundant & surplus road dedication to the south of the property and adding this "accretion" to the "parent parcel";

b} retaining the existing vineyard and winery use on the increased property with an increased retail floor area component to current bylaw limits { raising floor area from 500 sq. feet to 1250 sq. feet for the retail element};

c} Rezoning part of the property + the accreted portion, to a mix of "WC" and "RA3" Zones { from an A1/A2 "mix" presently};

d} Following which, the intent is to subdivide the whole property in to 3 separate legal lots { 1 as "Winery/Vineyard, and, 2 Residential Lots} by way of Subdivision Approval Processes.

Although not, in my view, a part of the formal Public Hearing Process per se, the intent is to also remove a redundant Restrictive Covenant from the base property as this is unnecessary/nullified.

While I intend to deal with all 3 Proposed Bylaws as a comprehensive "package" to-night, I would note that, in terms of the OCP Amending Bylaw P 1290, I hold the view that this Bylaw has more of a "House-Keeping" focus than a more critical & specific "companion Bylaw" status. This stems in part , from the "accreted" land being undesignated in present OCP and the fact that none of these lands carries any "ALR" status. In essence, we presently have a Legal Winery/Vineyard { under A2 Zoning} within a "Lower Density Residential" OCP Designated area but, seemingly, such use { which is not changing} under "exclusive zoning" does not "jibe" with such Low Density Residential OCP Designation ?. That stated, my Clients have no objection to such re-designation & nor do I.

The remainder of my presentation will attempt to deal with all bylaws as a comprehensive submission.

In no order of priority, I believe the following points are germane and of relevance to the Bylaws and the Proposal in general & specific terms;

1} The only “use” changes here relate to,

A} the creation of residential Lots which are similar in size to adjacent & flanking ones {+/-1.1 acre average lot size};

B} the increased retail floor area for the Winery , which is viewed as realistic and necessary to the success of the operation;

No other use changes are contemplated for the property.

2} The present operation has sufficient lands under cultivation presently, and no further expansion of this element is required or anticipated. This in effect supports the covenant removal aspect since such is superfluous and unnecessary and thus creates the ability to change this part of the landholding to residential use which is both practical & efficient;

3} The acquisition of the adjacent portion of surplus highway land to the South side of the parent parcel owned by my clients effectively controls this portion of Highway frontage and would eliminate potential for possible illegal parking & advert use to occur here as well as positively addressing vehicle/traffic safety concerns etc at the Maebelle & Old Nanaimo Highway intersections. The actual land acquisition process as well as consolidation is far advanced and can conclude very quickly and, it is noted that, such element has already received the full and positive endorsation/approval of the Regional District.

4} From a Conceptual perspective the Intent is to conclude Approval Processes with the creation of 3 Fee Simple Lots from this +/- 5.5 acre parcel viz; 2 No. Residential Lots of +/- 1.1 acre average size , under “RA3” Zoning designation together with a 3<sup>rd</sup>. Lot { the “Winery / Vineyard “ component }, set on approx 3.0 acres , under the new “WC” zoning designation, all of which, I believe, are in keeping with the Rural character and ambience of this neighbourhood;

5} As emphasized beforehand, little in the way of actual “use change” is contemplated here. Viewed another way, I would contend that the net effect on the neighbourhood , with all these requested approvals in place, is the cumulative addition of 1 SFD Lot to the area generally;

6} I further would note that the Draft Bylaw sitting at first reading { P 1289} and relating to the New “WC” District, originally omitted both a “Residential” as well as an

“Accessory Building/Use” component under the new zone which, we requested, actually be included. Presumably, this occurred as an oversight and will / would be rectified appropriately in due course. Such elements are “common” to all other Zones within Bylaw 15 { the Base Zoning Bylaw } and consistently, should have been incorporated in the “new zone”;

7} This proposal and all aspects of it including the above item, is supported fully by ACRD Planning Staff as well as Cherry Creek Advisory Planning Commission;

8} At this point I am only aware of a requirement to add a stat. R.O.W. to layouts, to cater to part of the CCWD water main on Highway 4, from a Referral Agency perspective, which obviously is agreed. & will be complied with. I am, presently, unaware of any other or similar “issues” here.

#### SUMMARY & CONCLUSION:

Again, in no order of priority;

A} There is nothing complex, complicated or covert about this proposal or the proposed Bylaws. It/they are , frankly, fairly straightforward, pragmatic & sensible in the Planning & Land Use context.

B} The Proposal , mid to long term, consolidates & stabilizes Land Use & patterns in this area & neighbourhood efficiently and at appropriate densities.

C} There are no /nil Public Agency/ Public Policy “down-sides” with the Proposal that I am aware of or recognize.

D} The Proposal, in effect, permits potential business & investment expansion to occur that, while “low-key” physically, renders such opportunities as infinitely more practical & viable financially.

E} From a Public Benefit perspective, I feel that the Proposal & Bylaws, if Endorsed and Approved;

1} inhibits or eliminates the prospect of further illegal parking & signage to occur here or in the vicinity;

2} is entirely in sync. With Public Planning Policy in place & envisioned;

3} provides further residential/housing options / opportunity as well as an increased tax base;

4} does not require major infrastructure upgrade or expenditure from a Public Agency perspective to achieve;

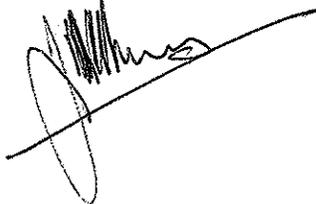
5}In effect controls traffic flow & hence safety in the Locale , in a positive manner;

6} Actually tightens /restricts use options in the area when compared to current permissive uses under "A2" Zoning;

For all of the above cited reasons, I , on behalf of my Clients, respectfully request the endorsation of the Regional Board to this total proposal and to the adoption of all necessary Bylaws to finalize this i.e. Bylaws P1289,P1290 & P1292.

Respectfully Submitted this 05<sup>th</sup>. Day of June, 2012.

Jim McManus on Behalf of E. & A. McLellan.

A handwritten signature in black ink, appearing to read 'Jim McManus', written over a horizontal line.

Mike Irg  
Manager of Planning and Development  
Regional District of Alberni - Clayoquot  
3008 Fifth Avenue  
Port Alberni  
BC. V9Y 2E5

5th June 2012

Dear Mr Irg,

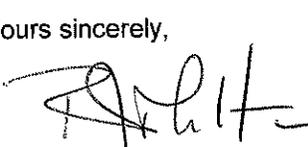
Re: Bylaw P1292

In March 2008 at the time of our purchase of Lot 1, Plan VIP 79994 the owners Evan and Angelika McLellan informed us that the adjoining land was to be used only as a vineyard. In our contract of purchase and sale we acknowledged the Land Title Act Covenant No's EX99769 and EK 152109.  
Covenant EX99769, item 2,

" Notwithstanding the restrictions contained in paragraph 1, the Land may be used or built upon provided that the area shown in heavy black outline on the Reference Plan of Covenant prepared by Michael A. Sims, B.C.L.S. prepared June 30, 2005, a reduced copy of which is attached to this Covenant as Schedule "A", is used only as a vineyard or left in a natural state."

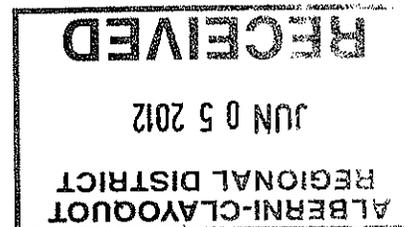
Bylaw P1292 would change the use of the land to Acreage Residential ( RA3 ). This certainly was not our expectation at the time of our purchase. We have obtained building plans hoping to build on the edge of a pretty vineyard, with some considerable privacy.

Yours sincerely,

  
Robert Milton  
Christine Thompson



attached:  
copy of contract of purchase and sale.  
copy of Land Title Act Covenant EX99769.



# CONTRACT OF PURCHASE AND SALE

DATE OF OFFER: March 13, 2008

=====

**PURCHASER:**

NAME: CHRISTINE THOMPSON & ROBERT J. MILTON  
ADDRESS: PORT ALBERNI, B.C.  
TELEPHONE NO. C/O 723-5112  
(Hereinafter called the "Purchaser")

**VENDOR:**

NAME: ANGELIKA & EVAN MCLELLAN  
ADDRESS: 5900 ALBERT STREET, PORT ALBERNI, B.C.  
TELEPHONE NO. 724-2300  
(Hereinafter called the "Seller" and/or "Vendor")

RECEIVED FROM the purchaser the sum of \$nil by way of cash/cheque, being deposit on account of the proposed purchase of LOT 1, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN VIP79994 (the "property") for the price of \$165,000.00 PLUS GST (\$8,250.00) (of which the deposit will form a part) payable on the following terms and subject to the following conditions, if any:

Purchaser acknowledges copy of Covenant Nos. EX99769 and EK152109.

=====

**EACH OF THE ABOVE CONDITIONS, IF ANY, IS, IF SO INDICATED, FOR THE SOLE BENEFIT OF THE PARTY INDICATED. UNLESS EACH CONDITION IS WAIVED OR DECLARED FULFILLED BY WRITTEN NOTICE GIVEN BY THE BENEFITING PARTY TO THE OTHER PARTY ON OR BEFORE THE DATE SPECIFIED FOR EACH CONDITION, THIS CONTRACT WILL BE THEREUPON TERMINATED AND THE DEPOSIT RETURNABLE TO THE PURCHASER IN ACCORDANCE WITH THE REAL ESTATE ACT.**

The Purchaser offers to purchase the property for the price and on the terms and subject to the conditions herein set forth.

1. **TITLE:**

Free and clear of all encumbrances except subsisting conditions, provisos, restrictions, exceptions and reservations, including royalties, contained in the original grant or contained in any other grant or disposition from the Crown, registered or pending restrictive covenants and rights - of ways in favour of utilities and public authorities, existing tenancies set out below, if any and except as otherwise set out herein, as follows:

n/a

If the vendor has existing financial charges to be cleared from title the vendor, while still required to clear such charges, may wait to pay and discharge existing financial charges until immediately after receipt of the purchase price. But in this event, the purchaser may pay the purchase price to a lawyer or notary in trust, on undertakings

to pay and discharge the financial charges and remit the balance, if any, to the vendor.

2. **COMPLETION:**

The sale will be completed on or before Mar 31/08 (Completion Date) at the appropriate Land Title Office.

- (a) Tender or payment of monies by the purchaser to the vendor will be by certified cheque, bankdraft, cash or lawyer's/notary's trust cheque.
- (b) All documents required to give effect to this contract will be delivered in registerable form where necessary and shall be lodged for registration in the appropriate Land Title Office on or before the Completion Date.
- (c) Time shall be of the essence hereof and unless the balance of the cash payment is paid and such formal agreement to pay the balance as may be necessary is entered into on or before the Completion Date, the vendor may, at the vendor's option, terminate this Contract and in such event the amount paid by the purchaser will be absolutely forfeited to the vendor and on account of damages without prejudice to the vendor's other remedies.
- (d) If the purchaser is relying upon a new mortgage to finance the purchase price, the purchaser, while still required to pay the purchase price on Completion Date, may wait to pay the purchase price to the vendor until after the transfer and new mortgage documents have been lodged for registration in the appropriate Land Title Office, but only if before such lodging the purchaser has (a) made available for tender to the vendor that portion of the purchase price not secured by the new mortgage, and (b) fulfilled all of the new mortgagee's conditions for funding except lodging the mortgage for registration and (c) made available to the vendor a lawyer's or notary's undertaking to pay the purchase price upon the lodging of the transfer and new mortgage documents and the advance by the mortgagee of the mortgage proceeds.

3. **COSTS:**

The purchaser will bear all costs of the conveyance and, if applicable, any costs related to arranging a mortgage and the vendor will bear all costs of clearing title.

4. **POSSESSION:**

The purchaser will have vacant possession of the property at 12:00 noon on Mar 31/08 - (Possession Date) OR subject to the following tenancies, if any: N/A

5. **ADJUSTMENTS:**

The purchaser will assume and pay all taxes, rates, local improvements, assessments, fuel, utilities and other charges from and including the date set for adjustments and all adjustments both incoming and outgoing of whatsoever nature will be made as of Mar 31/08 (Adjustment Date).

6. **RISK:**

All buildings on the property and all other items included in the purchase and sale will be and remain at the risk of the vendor until 12:01 a.m. on the Completion Date. After that time, the property and all included items will be at the risk of the purchaser.

7. **INCLUDED ITEMS:**

The Purchase Price includes any buildings, improvements, fixtures, appurtenances and attachments thereto and all blinds, awnings, screen doors and windows, curtain rods, tracks and valances, fixed mirrors, fixed carpeting, electric, plumbing, heating and air conditioning fixtures and all appurtenances and attachments thereto as viewed by the purchaser at the date of inspection,

INCLUDING: N/A

BUT EXCLUDING: N/A

The property and all included items will be in substantially the same condition at Possession Date as when viewed by the Purchaser on RAW LAND.

8. In this Contract, any reference to a party includes that party's heirs, executors, administrators, successors and assigns: singular includes plural and masculine includes feminine.

9. **THERE ARE NO REPRESENTATIONS, WARRANTIES, GUARANTEES, PROMISES OR AGREEMENTS OTHER THAN THOSE SET OUT ABOVE, ALL OF WHICH WILL SURVIVE THE COMPLETION OF THE SALE.**

**THIS OFFER, IF ACCEPTED, IS A LEGAL AND BINDING CONTRACT.**

=====

10. **ACCEPTANCE:**

This Offer, or counter-offer will be open for acceptance until 5:00 o'clock, P.m. on MARCH 14, 2008, and upon acceptance of the offer or counteroffer, by accepting in writing and notifying the other party of such acceptance there shall be a binding Contract of Purchase and Sale on the terms and conditions set forth.

\_\_\_\_\_  
WITNESS  
\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PURCHASER  
\_\_\_\_\_  
PURCHASER

PHYSIOTHERAPIST  
- OCCUPATION  
\_\_\_\_\_  
- OCCUPATION

=====

11. The Vendor (a) hereby accepts the above offer and agrees to complete the sale upon the terms and conditions set out above and (b) declares and represents that the vendor is: **RESIDENT OF CANADA** [] **NON-RESIDENT OF CANADA** [] as defined under the Income Tax Act.

Vendor's acceptance is dated

*Mar 13/08*

WITNESS

*[Signature]*

VENDOR

*[Signature]*

WITNESS

*[Signature]*

VENDOR

*[Signature]*

VENDOR'S ADDRESS: \_\_\_\_\_

PHONE: (home) \_\_\_\_\_

(Work) \_\_\_\_\_

=====

1. Application: (Name, address, phone number and signature of applicant, applicant's solicitor or agent)  
 Staples McDannoid Stewart  
 Barristers & Solicitors  
 2nd Floor, 837 Burdett Avenue  
 Victoria, BC V8W 1B3 380-7744  
 File #101 017/KS/WG

**BURNS SERVICES**

  
 Authorized Signatory 10303

ke  
(b)

2. Parcel Identifier(s) and Legal Description(s) of Land:  
 (PID) (Legal Description)  
 005-853-249 Lot B, District Lot 135, Alberni District, Plan 6542, except part in Plans 24882, 28052 and 2051RW

| 3. Nature of Interest Description  | Document Reference (page & paragraph)                         | Person Entitled to Interest                         |
|--|---|---|
| S. 219 Land Title Act Covenant<br>Priority Agreement granting<br>Covenant # _____ priority over<br>Mortgage #EX22095 | Entire Document except p 5 para 16<br><br>Page 5 Paragraph 16 | Grantee<br><br>Q1 05/08/10 13:13:40 01 VI<br>CHARGE |

650979  
\$129.50

4. Terms: Part 2 of this instrument consists of (select one only)

(a) Filed Standard Charge Terms  D.F. No.  
 (b) Express Charge Terms  Annexed as Part 2  
 (c) Release  There is no Part 2 of this instrument

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged on the Land described in Item 2.

5. Transferor(s) (Grantor(s)):  
**EVAN DANIEL MCLELLAN** and **ANGELIKA CHRISTA MCLELLAN** as Joint Tenants  
**CANADIAN WESTERN BANK**

6. Transferee(s) (Grantee(s)): (Including postal address(es) and postal code(s)) \*  
**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT** 3008 Fifth Avenue, Port Alberni, B.C. V9Y 2E3

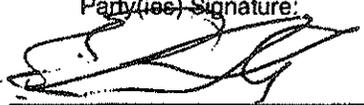
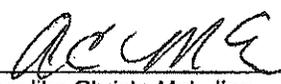
7. Additional or Modified Terms: N/A

8. Execution(s): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature:  
  
 DOROTHY CLARKSTONE  
 Notary Public  
 3151 70th AVENUE  
 PORT ALBERNI, B.C. V9Y 4C7  
 (250) 723-9747  
 (as to both signatures)

Execution Date:

| Y    | M | D  |
|------|---|----|
| 2009 | 7 | 27 |

Party(ies) Signature:  
  
 Evan Daniel McLellan  
  
 Angelika Christa McLellan

Officer Certification  
 Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

Officer Signature:

Execution Date:

Party(ies) Signature:



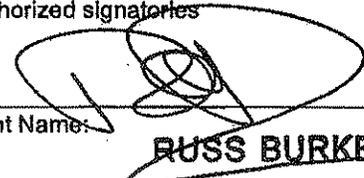
LESLIE JOHN  
A COMMISSIONER FOR TAKING  
AFFIDAVITS FOR BRITISH COLUMBIA  
#101 - 6475 METRAL DRIVE  
NANAIMO BC V9T 2L9

(as to both signatures)

| Y    | M  | D  |
|------|----|----|
| 2005 | 08 | 04 |

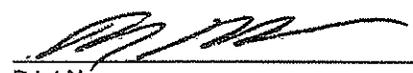
As to priority

CANADIAN WESTERN BANK by its  
authorized signatories



Print Name:

**RUSS BURKE**



Print Name:

**Roy McNair**

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**TERMS OF INSTRUMENT - PART 2**

---

**WHEREAS:**

- A. The Grantor is the registered owner in fee simple of:
- PID 005-853-249  
Lot B, District Lot 135, Alberni District, Plan 6542 except part in Plans 24882,  
28052 and 2051RW
- (the "Land");
- B. The Grantee is the Regional District of Alberni-Clayoquot;
- C. The Grantor acknowledges that it is in the public interest that the development and use of the Lands be limited and wishes to grant this covenant to the Grantees;
- D. Section 219 of the *Land Title Act* provides, inter alia, that a covenant, whether negative or positive, in respect of the use of the land or the use of a building on or to be erected on land, may be given to provide that land is to be built on or used in accordance with the covenant or is not to be used or built on except in accordance with the covenant and that the covenant in favour of a local government or an other person designated by the Minister responsible for the *Land Title Act* may be registered as a charge against the title to that land;

**NOW THEREFORE THIS AGREEMENT WITNESSES** that under Section 219 of the *Land Title Act*, and in consideration of the premises and the mutual covenants and agreements contained herein, and the sum of ONE (\$1.00) DOLLAR of lawful money of Canada now paid to the Grantor by the Grantees (the receipt and sufficiency of which is hereby acknowledged), the parties covenant and agree each with the other as follows:

1. The Land may not used or built upon except as in strict accordance with this Covenant.
2. Notwithstanding the restrictions contained in paragraph 1, the Land may be used or built upon provided that the area shown in heavy black outline on the Reference Plan of Covenant prepared by Michael A. Sims, B.C.L.S. prepared June 30, 2005, a reduced copy of which is attached to this Covenant as Schedule "A", is used only as a vineyard or left in a natural state.
3. The Grantor shall indemnify and save harmless the Grantees from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which anyone has or may have against the Grantees or

101 017/7/27/05/S. 219 COVENANT/KS/WG

which the Grantees incur as a result of any loss or damage or injury, including economic loss arising out of or connected with the breach of any covenant in this Agreement.

4. The Grantor hereby releases and forever discharges the Grantees of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which the Grantor can or may have against the Grantees for any loss or damage or injury, including economic loss, that the Grantor may sustain or suffer arising out of or connected with the breach of any covenant in this Agreement.
5. The restrictions and covenants herein contained shall be covenants running with the Land and shall be perpetual and shall be registered in the Land Title Office pursuant to section 219 of the *Land Title Act* as covenants in favour of the Grantees, and as a first charge on the title of the Land.
6. At the Grantor's expense, the Grantor must do everything necessary to secure priority of registration and interest for this Agreement and the section 219 Covenant it creates over all registered and pending charges and encumbrances of a financial nature against the Lands.
7. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantees in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Land as if the Agreement had not been executed and delivered by the Grantor.
8. The Grantor and Grantees agree that the enforcement of this Agreement shall be entirely within the discretion of the Grantees and that the execution and registration of this covenant against the title to the Land shall not be interpreted as creating any duty on the part of the Grantees to the Grantor or to any other person to enforce any provision or the breach of any provision of this Agreement.
9. The Grantor covenants and agrees for itself, its heirs, executors and assigns, that it will at all times perform and observe the requirements and restrictions herein before set out and they shall be binding upon the Grantor as personal covenants only during the period of the Grantor's respective ownership of any interest in the Land.
10. Time is to be the essence of this Agreement.
11. This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective heirs, Grantors, administrators, executors, successors, and permitted assignees.

101 017/1/27/05/S. 219 COVENANT/KS/WG

12. The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
13. Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
14. No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.
15. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.
16. That Canadian Western Bank, as the registered holder of a charge by way of Mortgage which said charge is registered in the Land Title Office at Victoria, British Columbia, under #EX22095, for and in consideration of the sum of One Dollar (\$1.00) paid by the Grantee to the said Chargeholder (the receipt whereof is hereby acknowledged), agrees with the Grantee, its successors and assigns, that the within Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

**IN WITNESS WHEREOF** the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

101 017/7/27/05/S. 219 COVENANT/KSWG

**REFERENCE PLAN OF COVENANT OVER PART  
OF LOT B, D.L. 135, ALBERNI DISTRICT,  
PLAN 6542 EXCEPT PART IN PLANS 24882,  
28052 & 2051R/W**

**(PURSUANT TO SECTION 99(1)(a)  
OF THE LAND TITLE ACT.)**

**B.C.G.S. 92F.027**

**PLAN VIP \_\_\_\_\_**

Deposited in the Land Title Office  
at Victoria, B.C. this \_\_\_\_\_ day of  
\_\_\_\_\_, 2005.

\_\_\_\_\_  
Registrar

This Plan is within the Alberni  
Clayoquot Regional District.

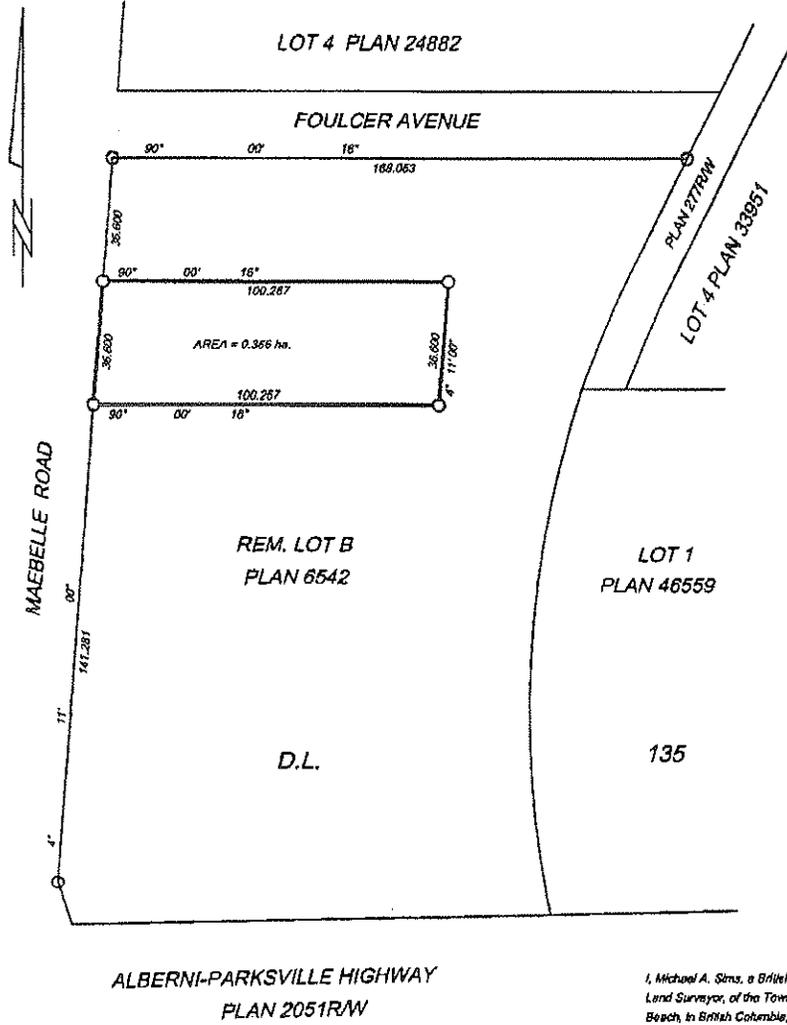


**LEGEND**

All distances are in Metres.

Bearings are Azimuthic and derived from Plan 24882.

- Denotes Standard Iron Post found.
- Denotes Standard Iron Post set.



**SIMS ASSOCIATES**  
LAND SURVEYING  
221 FERN ROAD WEST  
QUALICUM BEACH, B.C.  
V1K 1S4  
PHONE: (250) 732-8171  
FAX: (250) 732-9241  
PHONE: 149-5  
COMP: 06-148-000

I, Michael A. Sims, a British Columbia  
Land Surveyor, of the Town of Qualicum  
Beach, in British Columbia, certify that  
I was present at and personally supervised  
the survey represented by this Plan and that  
the survey and Plan are correct.  
This field survey was completed on the  
30th day of JUNE, 2005. The plan  
was completed and checked, and the checklist  
filed under No. 39643 on the 4th  
day of JULY, 2005.

\_\_\_\_\_  
B.C.L.S.

**END OF DOCUMENT**

101 017772702/3 .219 COVERANTKS/WQ

LAND TITLE ACT

FORM 11(a)  
[Section 99(1)(e), (j) and (k)]

APPLICATION FOR DEPOSIT OF REFERENCE OR  
EXPLANATORY PLAN (CHARGE)

1/Plan  
# (a)  
PID 005-853-249

I, Lorena Staples, Q.C., Barrister & Solicitor, Staples McDannold Stewart, 2nd Floor, 837 Burdett Avenue, Victoria, B.C. V8W 1B3, agent for Regional District of Alberni-Clayoquot, the owner of a registered charge apply to deposit reference plan of:

Reference Plan of Covenant Overpart of Lot B, D.L. 135, Alberni District, Plan 6542, Except Part In Plans 24882, 28052 & 2051R/W

01 05/08/10 13:13:26 01 VI 650979  
PLANS \$54.00

I enclose:

1. The reference/explanatory plan.
2. The reproductions of the plan required by Section 67(s).
3. Fees of \$ \_\_\_\_\_

VIP 79345

Dated the 9 day of August, 2005.

  
\_\_\_\_\_  
Lorena Staples, Q.C.

VIP 79345

**BURNS SERVICES**

NOTE:

- (i) Under section 67(s) the following reproductions of the plan must accompany this application:
  - (a) one blue linen original (alternatively, white linen or original transparencies).
  - (b) one duplicate transparency.
  - (c) one whiteprint is required as a worksheet for the Land Title Office.
- (ii) The following further requirements may be necessary:
  - (a) If the parent property is in an Agricultural Land Reserve, a release is required unless the parent property is less than 2 acres (app. 0.8094 hectares) or where, for permitted uses, an approving officer has signed the plan under Section 3 of the Agricultural Land Reserve Subdivision and Land Use Regulations (B.C. Reg. 448/98) under the *Agricultural Land Commission Act*.
  - (b) Where a notice respecting a grant under the *Home Purchase Assistance Act* is endorsed on title, an extra white print must accompany the application, unless the Ministry of Lands, Parks and Housing agrees otherwise in writing. This extra print must contain the following endorsement:  
"The eligible residence as defined by the *Home Purchase Assistance Act* is located on lot \* created by this plan.  
  
\_\_\_\_\_  
B.C.L.S. or solicitor for the owners"
  - (c) Controlled access approval must be evident on the plan where parent property adjoins a highway that is designated as a controlled access highway.
  - (d) Where the plan refers to a covenant to be made under Section 219, the instrument containing the covenant must be tendered with the plan.



## MEMORANDUM

**TO:** Russell Dyson, CAO and the Regional Board  
**FROM:** Carla Connolly, Planner  
**DATE:** May 24, 2012  
**RE:** RF11008 McLellan Rezoning – 2787 Alberni Highway – Referral Responses Summary

---

Referrals were sent to the agencies listed below and their summarized responses follow:

- Vancouver Island Health Authority – Approval Recommended for reasons outlined below:
  - That formal application to the MoTI will trigger a referral to VIHA to ensure subdivision standards to protect public health can be met.
- Ministry of Transportation & Infrastructure – Approval Recommended subject to a successful purchase and consolidation of road right of way.
- Ministry of Agriculture – Approval recommended for reasons outlined below:
  - Property is not within the ALR
  - WC District would benefit farms in the area.
- Ministry of Justice, Liquor Control & Licensing Branch – Approval Recommended, subject to the licensee first applying to LCLB for pre-approval if they intend on making any changes/alterations/expansion to the manufacturing building and/or retail store.
- Alberni-Clayoquot Regional District Building Inspection – Approval Recommended subject to fire and access to home be provided in case of emergency.
- Cherry Creek Waterworks District – Approval recommended, subject to the District's mainline remain protected by a registered legal easement and is kept clear of obstructions at all times.
- Cherry Creek Volunteer Fire Department – Approval recommended, subject to the applicant being made aware of associated piping costs to provide water to the proposed lot fronting on Foulcer.
- School District 70 – Interests unaffected.
- Hupacasath First Nation – Interests unaffected.
- Tseshaht First Nation – Interests unaffected.

Carla Connolly, Planner

RF11008

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1289**

**OFFICIAL ZONING TEXT AMENDMENT**

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1289.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

a. Adding section “101A Winery and Cidery (WC) District” and subsections to read as follows:

101A Winery and Cidery (WC) District

This district provides for small acreage winery and cidery uses and associated onsite wine/cider production and retail.

101A.1 Uses Permitted

Lands, buildings and structures in WC District may be used for the following purposes only:

101A.1.1 The following main uses:

- a) winery and cidery, provided that at least 0.8 hectares (2 acres) in area is under continuous cultivation as a vineyard or orchard on the same legal parcel, subject to all other applicable acts, regulations, and licensing requirements;
- b) agriculture, excluding intensive livestock; and,
- c) one single family dwelling.

101A.1.2 The following secondary uses where a use listed in section 101A.1.1 exists on the parcel:

- a) outdoor seating or picnic areas;

- b) sales of wine and cider produced on the farm and related products, provided that the retail area does not exceed 1,500 square feet; and
- c) accessory buildings and uses.

101A.1.3 Conditions of Use

- a) All development must be in conformance with the requirements of the *Liquor Control and Licensing Act*, the *Liquor Distribution Act* and all other applicable regulations.
- b) All illuminated areas must have lighting placed in such a manner that direct rays of light are limited by using full cut-off lighting fixtures which reduce the amount of light escaping above the plane of horizontal or similar lights that achieve the same result in order to reduce light pollution.

- b. By amending Section 200, Schedule II – Bulk and Site Regulations, to include the following line item:

| Zoning District or Use | Minimum Lot Width (feet) | Minimum Lot Area (Sq. ft.) | Maximum Lot Coverage | Minimum Setbacks (Feet) |           |           | Maximum Height (feet) |
|------------------------|--------------------------|----------------------------|----------------------|-------------------------|-----------|-----------|-----------------------|
|                        |                          |                            |                      | Front                   | Rear      | Side      |                       |
| <b>WC</b>              | <b>165</b>               | <b>2.6 acres</b>           | <b>15%</b>           | <b>25</b>               | <b>30</b> | <b>15</b> | <b>35</b>             |

- c. By amending Section 4.3, Interpretation, to include “WC” on the line that references “A districts”.

- d. By amending Section 5.1, Designation of Districts, to include “Section 101A Winery and Cidery (WC) District” in the Rural Section.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 25<sup>th</sup> day of April, 2012  
 Read a second time this XXX day of XXX, 2012  
 Read a third time this XXX day of XXX, 2012

Adopted this XXX day of XXX, 2012

---

Russell Dyson, CAO

---

Chair of the Regional Board

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1290

A BYLAW TO AMEND BYLAW NO. 626  
CHERRY CREEK OFFICIAL COMMUNITY PLAN

WHEREAS by Section 884(2) of the Local Government Act, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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

1. TITLE

This bylaw may be cited as the Cherry Creek Official Community Plan Amendment Bylaw No. P1290.

2. Schedule B, the plan map, is hereby amended by re-designating a portion of LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 from "Lower Density Residential Use" to "Agricultural Use" and designate a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT as shown on Schedule 'A' which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 25<sup>th</sup> day of April, 2012

Read a second time this                    day of                    , 2012

Read a third time this                    day of                    , 2012

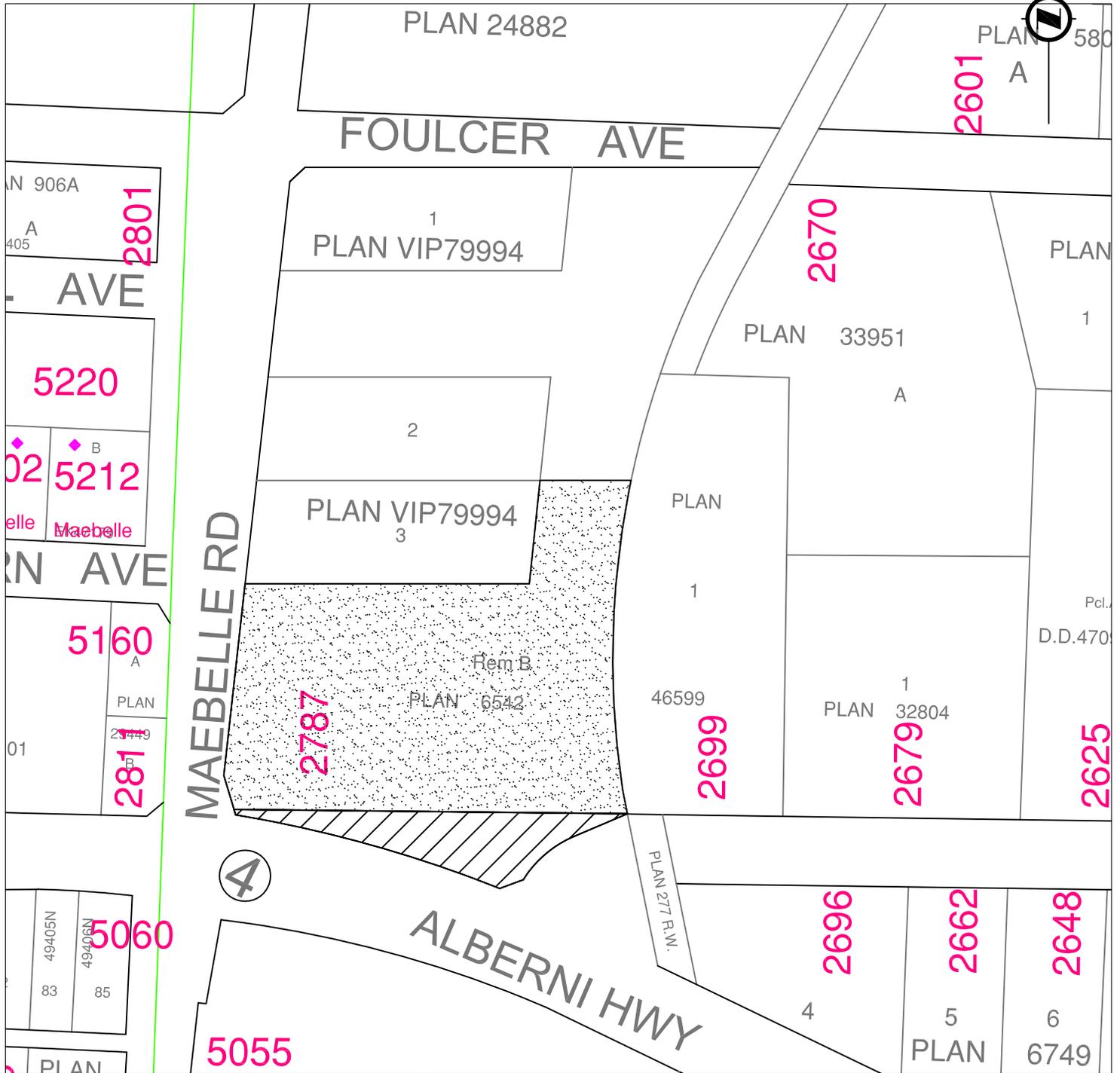
Adopted this                    day of                    , 2012

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chief Administrative Officer

# Schedule 'A'

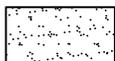
This schedule is attached to and forms part of Bylaw P1290



Legal Description: LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 and a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT



To be designated "Agricultural Use"



To be redesignated from "Lower Density Residential Use" to "Agricultural Use"



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1292**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 656**

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the "Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971".

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1292.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a) Rezoning a portion of LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 from Rural (A2) District to Winery and Cidery (WC) District as shown on Schedule 'A', which is attached to and forms part of this bylaw;
- b) Rezoning a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT from Small Holdings (A1) District to Winery and Cidery (WC) District as shown on Schedule 'A', which is attached to and forms part of this bylaw; and
- c) Rezoning a portion of LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 from Rural (A2) District to Acreage Residential (RA3) District as shown on Schedule 'A', which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 25<sup>th</sup> day of April, 2012  
Read a second time this 23<sup>rd</sup> day of May, 2012  
Read a third time this XXX day of XXX, 2012

Adopted this XXX day of XXX, 2012

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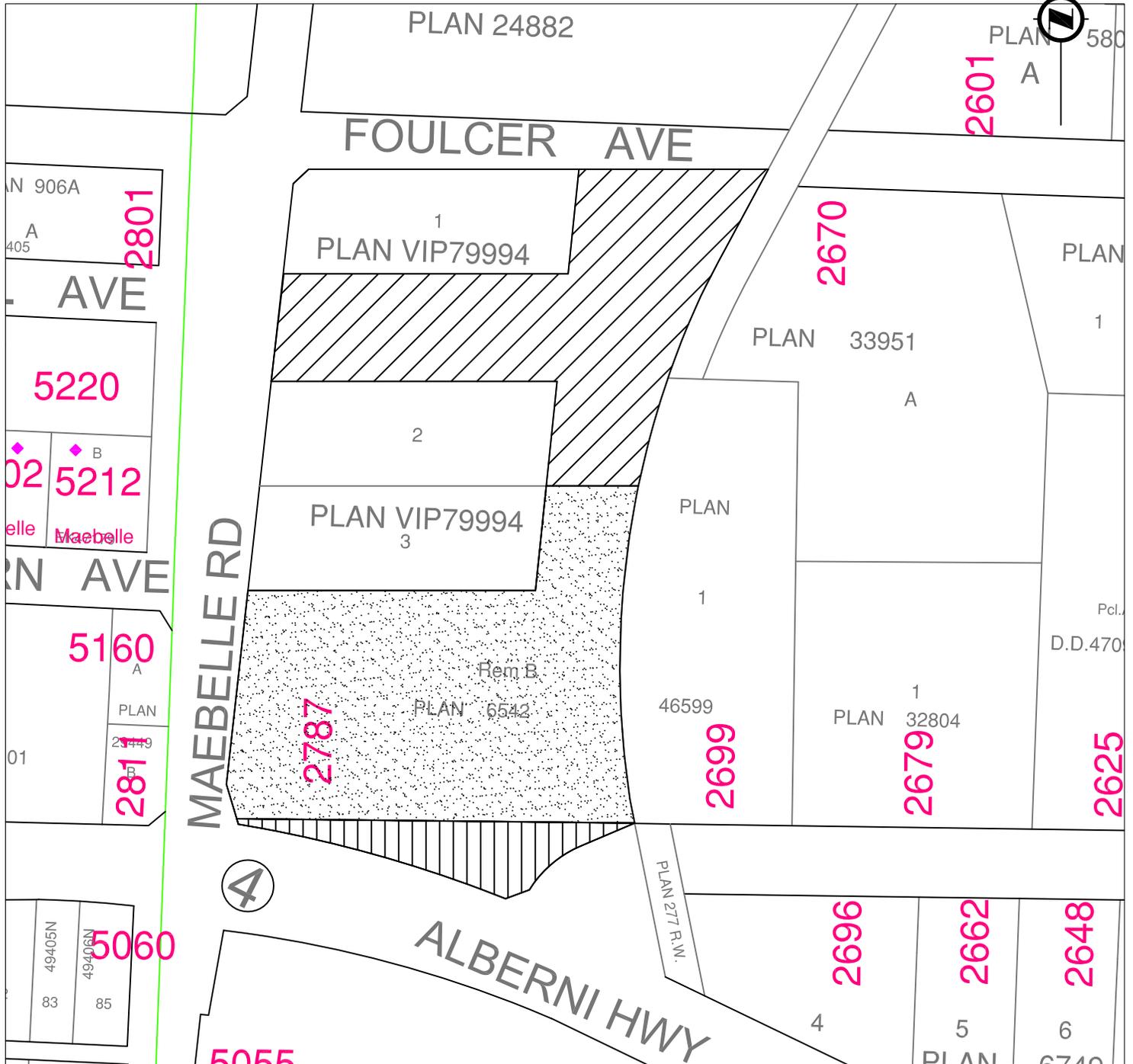
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

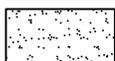
This schedule is attached to and forms part of Bylaw P1292



Legal Description: LOT B, DISTRICT LOT 135, ALBERNI DISTRICT, PLAN 6542 EXCEPT PART IN PLANS 24882, 28052, 2051RW AND VIP79994 and a portion of PLAN 2051RW, DISTRICT LOT 135, ALBERNI DISTRICT



To be rezoned from Rural (A2) District to Acreage Residential (RA3) District.



To be rezoned from Rural (A2) District to Winery and Cidery (WC) District.



To be rezoned from Small Holdings (A1) District to Winery and Cidery (WC) District.



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000







## MEMORANDUM

**TO:** Russell Dyson, CAO and ACRD Board of Directors  
**FROM:** Carla Connolly, Planner  
**DATE:** June 6, 2012  
**RE:** Public Hearing Report for Bylaw P1278 (Cherry Creek Official Community Plan)

A Public Hearing for Bylaw P1278 was held on Monday, June 4, 2012 at the Cherry Creek Community Hall. The meeting was attended by 35 members of the public, the ACRD consultant Kelly Gesner of Landworks Consulting, two (2) ACRD planning staff members, and Cherry Creek Electoral Area "F" Director, Glenn Wong.

Eight (8) members of the public spoke regarding various topics, some of which were not directly related to the proposed Cherry Creek OCP. Issues brought up by members of the public include:

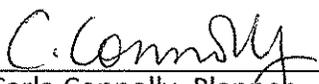
- Water management issues – natural drainage being routed to the inlet.
- Drainage and subdivision of the Hollies golf course.
- The potential for future subdivision of the Cherry Creek trail area, which is currently in the ALR and is privately owned.
- Taxation and the likelihood of the government changing the rural designation currently given to the Cherry Creek area for taxation purposes.
- Classification of medicinal marijuana operations and their standing as agricultural properties.
- RD powers versus provincial government powers, specifically relating to riparian zones and waterways.
- Raising chickens in backyards.
- Home industry and the potential for disruptive uses occurring.
- Setting the minimum square footage requirements for secondary suites to a minimum of 850 ft<sup>2</sup> to increase the likelihood of being approved for a conventional mortgage.

Referral agency responses are supportive and/or interests unaffected by the proposed Cherry Creek OCP.

### Recommendation

That the Board of Directors proceed with 3<sup>rd</sup> reading of Bylaw P1278.

Submitted by:

  
Carla Connolly, Planner

### **Cherry Creek Official Community Plan, Bylaw P1278**

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of a Public Hearing held on Monday, June 4, 2012 at 7:00 pm at the Cherry Creek Community Hall.

Present: G. Wong, Director Area “F” Cherry Creek  
Staff: M. Irg, C. Connolly, K. Gesner (Landworks Consultants)  
Members of the Public: 35

1. Meeting called to order at 7:04 pm.
2. The Chairperson (Director G. Wong) welcomes everyone and introduces himself, Mike Irg Manager of Planning and Development, Carla Connolly, Planner and Kelly Gesner of Landworks Consulting. He then asks M. Irg to explain the process to the audience.
3. M. Irg: Hi everybody, I just, a couple of housekeeping issues. We have the microphones set up and we’re recording so it’s not actually an amplifying system, it’s a recording system and we’ll type the minutes up and present them to the Board so as we go through, we certainly ask everybody to come up and speak to the microphone. The purpose of the public hearing is to get feedback and input from the residents. Certainly any questions, we’ll try to answer them as you go along and ask the questions. So again, I just ask people to come up to the microphone when we get to that point in the meeting. Say your name and address and then questions and comments that you have on the community planning process. And then I will read out the public hearing ad now.
4. Chair G. Wong: Please do.
5. M. Irg read the Public Hearing ad as follows:

NOTICE OF PUBLIC HEARING ELECTORAL AREA “F” – Cherry Creek

A Public Hearing for residents and property owners within Electoral Area “F” will be held at the Cherry Creek Community Hall, 3720 Moore Road, Port Alberni, BC, at 7:00 pm on June 4, 2012 to consider the following bylaw:

Bylaw P1278 – Cherry Creek Official Community Plan

The purpose of Bylaw P1278 is to repeal the Cherry Creek Official Community Plan Bylaw P626 and adopt a new Official Community Plan.

Bylaw P1278 contains a statement of objectives and policies respecting future land use for all properties within that part of Electoral Area “F” (Cherry Creek) as defined in Cherry Creek Map No. 1 Official Community Plan Area which forms part of Schedule “A” of Bylaw P1278.

Objectives and policies are contained under a series of headings including:

General Planning; Agricultural Use; Resource Use; Industrial Use; Commercial Use; Rural Use; Residential Use; Comprehensive Development; Community Service Use; Parks and Recreation Use; Heritage and Culture; Infrastructure; and Natural Environment and Conservation.

All persons who consider their interest in property affected by the proposed bylaw will be given an opportunity to be heard in matters contained in the bylaw.

The Public Hearing for Bylaw P1278 is to be held by Director Glenn Wong, his Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaw as set out in this notice.

Interested persons may inspect the bylaw and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from May 25, 2012 to June 4, 2012 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

6. Chair G. Wong: Thank you Mike. The purpose of the hearing is to hear representations, written and verbal, from any person who believes their interest in property is affected by the proposal. The Regional Board will receive full minutes of the hearing before voting on the bylaw. If the hearing is contentious, we will record it and produce a verbatim transcript. If it is not, staff will take written minutes that summarize the issues raised. Now, I'll ask staff if you will read out any written submissions received prior to the hearing and any correspondence received ahead of time.
7. M. Irg: We haven't received any correspondence from the public and we have copies of the agency comments (Appendix A), I won't read through all of them, that are available and they will be attached to the minutes that will go to the full Board. But we haven't received any written submissions from the public yet.
8. Chair G. Wong: Thank you very much there. I'd like now to introduce to you again, Mrs. Kelly Gesner, and perhaps you can explain this official community plan there, between you and Mr. Irg. So, Mrs. Gesner.
9. K. Gesner: I like to think I have a big voice but I don't. So, please let me know if you have trouble hearing me. During the process developing the Cherry Creek.
10. Member of the public: Could you move the mic a little closer to your mouth please?
11. Chair G. Wong: Can you actually, is this mic on or is it just not an amplify mic?
12. C. Connolly: It's not, it's not.
13. K. Gesner: It is just for recording purposes.
14. Chair G. Wong: Thank you. Would you like to walk out to the font there maybe?
15. K. Gesner: Yes, what I'll do is I'll get it from here.
16. Chair G. Wong: Ladies and gentlemen, perhaps after Mrs. Gesner gives her presentation, if there's any questions there, please raise your hands there, and I'll recognize you there, we have to try to answer any questions that you may have. Mrs. Gesner.
17. K. Gesner: We met initially with the Cherry Creek Advisory Planning Committee and started the process of developing a revised copy of the existing community plan. And then we had our first community open house on June 27<sup>th</sup> which was attended by at least 43 people, and I say at least

because 43 people signed in. So if you didn't sign in, you didn't get counted in the numbers. The second community open house was held October, and there were at least 37 people there. There were additional 5 written submissions during the process following the community meeting. People had the opportunity to fill out a comment sheet and leave that with us and 5 people did. Part of the process also was to send out the draft plan for early referrals and formal referrals and this is what was referred to just now. I'll just cover the changes that have been made to the community plan. If you are familiar with the existing community plan, this will make a whole lot more sense to you. First of all, we have expanded the plan area, so what you see on the smaller maps here is basically your existing community plan area but we've expanded the plan to encompass the entire electoral area. And that is because there is some interest in doing some industrial and mixed use projects outside the existing plan's boundary. I've organized the plan into 3 parts, part 1 is the background, part 2 goals, objectives and policies and part 3 is use of the plan and implementation. Part 1 builds on the Alberni Valley background study which was undertaken by staff in 2010 and it includes an explanation of the purpose of the plan, provincial government requirements of a community plan, and definitions. Part 2 includes the goals identified in the background study and the designations. It also includes all of the objectives that relate to the goals and the policies that relate to the objectives. New sections in the plan include, as Mike read off, a section on general planning objectives and policies, which include guidelines for home occupation or home based business where every single family is the principle use, guidelines for home industry on lots 2 hectares or larger with a screened buffer and a setback. Minimum lot size of 1 hectare for subdivision purposes. If you're on individual water and sewer. If you have communal water or sewer, you can subdivide into smaller lots. One accessory dwelling unit or secondary suite or granny suite or a cabin if your lot is 0.4 of a hectare or more. If it's 0.8 of a hectare or more, then you can, you have the choice of an accessory dwelling unit or a manufactured home. Added to the current section on transportation, sorry added transportation to this section on infrastructure. So infrastructure now includes water, sewerage, roads, all of your basic infrastructure for a community. Emphasis being on alternative modes of transportation, in other words what can you use other than a car or a truck, so focusing on ways of making easier for people to get out of their car. Such as for example, roadside paths. The current section entitled civic, public, and institutional uses is now called community services which includes hard services, sorry mostly soft services. Infrastructure is hard services. And, so like schools, churches, institutional uses. We've deleted this section on the demonstration forest use, that's no longer appropriate in your community plan now. In addition to residential use, we've added a rural use, separate from residential where the minimum lot size is two hectares and there's a comprehensive development designation which is new to the community plan and along with that, hand in hand with that goes a development approval information designation. And there will be a bylaw that says what's required in this development approval information area in order to have your plan considered. So it's basically a list of requirements and part of the reason for that is most of your territory, I would say almost all of it, has not been property surveyed, there are no, there's no, sensitive ecosystem inventory which is done jointly by the province and the federal government. Not done for your area. There are no really good contours, we're just using basically trim mapping. So that, not very much is known about a lot of the areas in this part of the community. The development approval information bylaw will say okay, we need to know this and this and this in order to figure out whether your development is appropriate or not. And this designation is intended mainly for larger lots or mixed use developments or areas where part of the property is not developable or is a sensitive area. The current section on recreational use, open spaces and parklands is now called

parks and recreation. There is a new section entitled heritage and culture. Environment is now called natural environment and conservation and that includes targets, policies, and actions as specified by the local government act now that must be in your community plan, must be in all community plans, with the goal of reducing greenhouse gas emissions within the community. So that's another reason for the emphasis on roadside paths and encouraging people, facilitating people getting out of their cars and either biking or walking if possible. Development permit areas include, are included under implementation in part 3 and they include a list of exemptions, that's new to your plan, so there, there is a list of about 12 or 13 things that are exempted from development permit areas. And you have 3 development permit designations in this community. The first one is for riparian areas and in this plan, we're distinguishing between major streams, streams being all water courses, brooks, creeks, et cetera. So major streams are only the Alberni Inlet and China Creek. Those are the only two. All the others are minor streams so the difference is, if it is a major stream the development permit area is 30 meters from the high water mark, if it's a minor stream its 15 meters. And basically, that's the distinction that wasn't made, isn't made in your current plan. The riparian area designation is actually called environmental in the current plan and it doesn't differentiate between major and minor streams. The second development permit area is for areas that have some form of hazard associated with them whether it is land slippage, steep slopes, subsidence, erosion, flooding, and basically the idea is to make sure that any development within those areas is protected from the hazard. And development permit 3 for form and character applies only to industrial, commercial, and multifamily buildings within the highway corridor. So along Highway 4 and the Alberni Highway and the Port Alberni Highway. And that basically summarizes the changes that have been made so.

18. Chair G. Wong: Thank you Mrs. Gesner there. Before I entertain questions or not there, I would like to recognize Barb Deederly. She was actually, and still is a sitting member of the advisory planning committee there and I can tell you she's come to a lot of meetings that we've had, spent lots of hours on this plan with other advisory planning committee members there, and maybe I'll just give you a quick overview of what we have discussed there. Things that were important to us living out here in Cherry Creek as Kelly had mentioned there. There is special attention to the Johnson Road corridor as we all see the expansion, the commercial, and how it interfaces with that rule there. We all know there are changes taking place there so we want to definitely have strong wording on that there and to be able to have a say on how we want that to look there. There was, as you mentioned there, protection of our watershed areas there, more designation to the riparian areas there. Make sure they are not disregarded there by any means there. And the continuation and strong wording designation of the industrial link mill site there. We know we need industrial areas in the Alberni Valley, that certainly, we want to keep it there as it's not going to be somewhere behind Johnson Road, or back there. There are specific designations for that there. Having said that there, we've sometimes knew there's encouragement of small based business, home based business. And this is more of a hobby type business, not a full fledged manufacturing, your next door neighbor wouldn't have that there but encouraging small business. More of an entrepreneurship. And I guess, maybe what the APC are number one on our list there was to keep the feel and the charm and the characteristics of rural area there. This is Cherry Creek this is a rural area, we want to keep that there but we know there's expansion taking place there and there's growth there, and how do we control that there, so I applaud the APC, our Kelly there, and our planning staff there, and I think the plan is a good plan there. But we will leave that up to you people there. That's, you live in the area there and encourage you to ask questions or comments

on this. And the floor is open. And if you would please, we need your name and your address please, you don't want to come to the microphone at least loud and clear.

19. E. Kleywegt: My name is Ed Kleywegt and I'm wondering if your plan addresses water management and drainage in the area of basically, if there's constrictions of natural flows and letting it get out to the inlet. I think that there's a few places in the Cherry Creek area where that should be looked at and addressed.
20. Chair G. Wong: Okay, thank you. Mr. Irg would you like to respond to that?
21. M. Irg: Certainly, the development permit areas are dealing with a lot of the environmental aspects that way. So certainly, you know, that's how that's dealt with as well as the natural hazards for the things that. Somebody's going to build so that would be along the steeper slopes, along the base of the Beauforts. So that's how we're trying to address those things. Specific developments will be also dealt with through the elements of subdivision through the subdivision process.
22. E. Kleywegt: Does that address historic constrictions that are out there?
23. Chair G. Wong: Do you have a specific example? So I can get my head wrapped around this?
24. E. Kleywegt: Yeah, the drainage of the Hollies golf course is a prime example where there is culverting that restricts flow during snow melt and water, high water flow events. So that's a case where I'm kind of hoping the plan will look at addressing water management as well.
25. Chair G. Wong: The plan really doesn't address that specific situation. I'll give you a little bit of background on that there, since I've been area director there, and a liaison with the owners of the golf course there, or course there is a concern when they had bought the golf course has been a concern and we all know there is water there. There are other agencies who come into play here. The department of highways and the department of fisheries and oceans, believe it or not there. Because it drains into Roger Creek, sooner or later, that is a fish bearing stream and what the department of fisheries say, we don't want any more flow coming out of the golf course to impede the salmon habitat in Roger Creek. Having said that, the owner of Hollies is also working with his neighbours there along John Road and what not there, for some of those culverts there, and I believe that's a dialogue between the neighbours themselves there. It's well, yes you can do that but it's my land so I don't want you to do that or not so that's sort of an internal thing. A neighbor to neighbor thing. We realize it's an issue but it doesn't seem to be going anywhere fast on that. We're leaving that up to the owner's and proprietors of the golf course.
26. E. Kleywegt: Okay, no it would be nice if those historic problems could be addressed and when high water flow happens, it gets the chance to go where it wants to go right.
27. Chair G. Wong: Like I said earlier, I've talked to different agencies and I thought common sense would prevail here and there but their just hands up, no no no, you can't do this and you can't do that. As I mentioned because of a salmon stream there, and also the culvert underneath Johnson Road, the Ministry of Highways and Transportation really has, does not want to entertain looking at replacing that culvert for a bigger one so, it's going to take time.
28. E. Kleywegt: It's not a maximum capacity at high water flow though.
29. Chair G. Wong: But I know between the proprietor and the neighbours there, there is continued dialogue going on there and I do wish them success in the future. Name and address please.

30. ???: I live by Hollies golf course. He wants to sell lots for people to build houses on but that's a swamp right. (???) be allowed to do that.
31. Chair G. Wong: He has not made an application to us yet.
32. K. Gesner: Perhaps I could go back a little bit and just cover the intent of a community plan. It's generally viewed as a kind of guiding umbrella document which looks into the future. And theoretically, the local government act says you have to plan for five years of road. Community plans tend to take now a longer and longer view, mainly because of issues such as water, drinking water, water for agriculture, and sewerage and sometimes conflicting uses that cause problems with drinking water because of lot sizes and sewerage issues. So a community plan generally looks into the future and says where do we want to be come, how do we want to grow as a community and then once the community plan is in place, then the zoning bylaw is actually the working document that tries to make the community plan implementable. So community plans don't traditionally look at existing issues and try and figure out how to resolve them, that's kind of like a, it's beyond the community plan's purview, it's you need to get staff involved and mediate with people, as Glenn would say.
33. E. Kleywegt: That would be for new development here, you're managing any water flow and riparian as well.
34. K. Gesner: Yes, so, as Mike said, the development permit areas will be one way of doing that using the designation for comprehensive development as another way, so these are ways that we try and ensure that the development doesn't have a negative impact on the environment.
35. Chair G. Wong: Thank you. Good questions. Name and address please.
36. T. Beaulac: Tammy Beaulac, 5764 Tebo Avenue. I have a question with regards to the ALR.
37. M. Irg: Excuse me, would you be able to come up to the podium because we are wanting to record this. I'll just move it around so that people can, move it back a little bit. I'm sorry folks but we do want to provide a verbatim transcript to the Board and it is an important part of the process. So I just ask you to, no that's just fine. I just ask that you come up.
38. T. Beaulac: No problem, I'm Mrs. Tammy Beaulac and I live on Tebo Avenue down here. On Tebo Avenue, we have on one side of the road there's property, homes, and the other side, to the best of our knowledge is agricultural land reserve land. Now, how does someone go about, what my concern is, is that all of a sudden, that will no longer be Cherry Creek trail, it will all of a sudden be a subdivision. Is that, is this something that is covered by a plan?
39. Chair G. Wong: Mr. Irg.
40. M. Irg: Certainly. The community plan will set out whether it's residential, rural, agricultural, or resource use. So that's, in that, with that in our community plan, it sets out minimum lot sizes or densities. And there's also our zoning bylaw which will set out the minimum densities. So if someone is going to apply to rezone, they need to comply with the community plan. Okay. If it's in the agricultural land reserve, they also have to get approval from the land commission before they can rezone or subdivide. So even if it complies with the existing zoning for example, the land commission still has to approve, approve that.
41. T. Beaulac: So there is different above?

42. M. Irg: Yes, there's, agricultural land commission is a provincial, governed by provincial legislation and it overrides local government regulations. However, if there is a change to require the community plan and or the zoning bylaw, there's a public, a public hearing requirement and a public process. Notifications surrounding neighbours that would go with it as well.
43. T. Beaulac: Oh, I see. So if somebody did apply to have property removed from the ALR, we would still have a public meeting. Not with you guys but.
44. M. Irg: If they apply to remove it from the ALR, there's a public hearing or a public process in notification. If it's a subdivision within the ALR, and it complies with existing zoning, then there isn't a requirement for that notification. So it depends on what it is.
45. T. Beaulac: Say if they are subdividing it for other farms, that would be that. Okay, good, I just didn't want to wake up one morning to someone building a house in front of my house.
46. M. Irg: And it is important like you know, do check the maps with the area your concerned about what the designation is and that. Okay.
47. Chair G. Wong: And I think what was said earlier there, in our official community plan we want to maintain the charm and characteristics of the rural. It's not going to be a Haggard subdivision out there. There's going to be minimum lot sizes.
48. K. Gesner: Also I would like to add to the, that this plan doesn't change any of the designations that are in. In other words, if your place is designated residential now, it will be residential as planned. So there's no change there. The only changes there's one, one property owner requested comprehensive development designation and then the new expanded area has designations on it now. But otherwise your property is exactly as it is in the current plan.
49. Chair G. Wong: We had a question. Mike, microphone please.
50. K. Merry: My name is Ken Merry. I've got two questions. The first one I noticed that there is a general increase in the population and development of the China Creek area that we live in up the hill here. And I was wondering if there was any thought given to when the government will cut off our rural classification for tax purposes. Because it makes a difference and is that taken into consideration?
51. Chair G. Wong: No and we cannot speak for the senior levels of government there. Have not heard a peep on that at all. Kelly have you?
52. K. Gesner: No, nothing.
53. Chair G. Wong: And I think the government doesn't really want to take on, it would be a big can or worms for them.
54. K. Merry: Well, they've lifted it like in the Fraser Valley, all the regional districts have lost their tax break.
55. Chair G. Wong: We're still under the same structure that we have been since regional districts have been formed.
56. K. Merry: So that may off but you don't know about it. The other one is classification of grow ops. Is that considered agriculture? And how does it fit in to the acreage size? Now, I'm talking about one, it's legitimate from the medical point of view.
57. K. Gesner: That's an interesting question.

58. Chair G. Wong: I thought they were considered cash crops. I'm sorry, I really don't know, Mr. Irg, I don't know anything about that.
59. M. Irg: And that is regulated by the province and the federal government and we don't have jurisdiction over that.
60. K. Merry: Well they give them the permit to grow it and sell it but there's lots of spin-offs from it.
61. M. Irg: And that is something that we aren't involved in as a local government.
62. K. Merry: So you, as far as a home business goes, or the acreage application.
63. Chair G. Wong: It would have to fit into zoning though.
64. M. Irg: It would have to fit into the zoning so. For something that is legitimate like in an area, in a zone, we allow for farming and greenhouses and those kinds of things I guess.
65. K. Merry: Sounds like it needs a little thought.
66. Chair G. Wong: Mrs. Theus please.
67. H. Theus: I'm Hanna Theus and I live here in Cherry Creek on Cherry Creek Road. First of all I would say, this is a wonderful piece of work and I had a chance to read through all of it. And it is really precise with everything. The one thing I have, how much power do we have against the provincial government. I speak more about the riparian zones towards waterways.
68. M. Irg: Do you want me to answer that?
69. Chair G. Wong: Go ahead, try.
70. M. Irg: Sure I'll take that first crack. Any provincial owned land or controlled land, we have a minimal amount of say over it. And that applies for forestry land, crown land, crown owned land and it also applies to private managed forest. There's provincial legislation that regulates and limits what local government can do on there so we can't prevent those kinds of regulations. So, I think, that's sort of the beginning. If land is leased, for long term, 3 years or more, our local government zoning regulations would apply.
71. H. Theus: Then because, you know like, the government completed this is this part with the riparian zones. Then the private logging companies come in and they reduce it to 5 meters. This is not even the root system of one tree. And you know, they don't take into consideration trails at all. So even if we decided we want to keep the trails even on the way down to the canal too. And we don't have no power in stopping them to log everywhere.
72. Chair G. Wong: True enough. And I will say that on a political level I guess, on my level, I have been having dialogue with provincial government there and some of the private land owners there, and a large portion of land owners there and bringing that issue forth. Trying to work with them, work with government there to address a lot of concerns and that is basically what you're talking about here, is the impact of the lands and how it impacts our water there. So those dialogues are just starting and hopefully they will continue there and maybe brighter minds might come to an issue on this. So there's awareness out there but that's at a political level what the official community plan there just addresses what we have there and riparian setbacks we have. We are trying to take care of those areas there. I understand your concerns which is senior levels of government have the say there.

73. H. Theus: Years ago it was that the private forestry owner were standing under the same law than the crown land. And it's not. It's not and something is going on and we don't have no control over it you know. And when it comes to our water, that's the worst part. I hope it will work out.
74. Chair G. Wong: Like I say, the issue has been taken up at a political level.
75. H. Theus: Okay thank you.
76. Chair G. Wong: Thank you for your questions. Any more comments or questions. Please.
77. M. Beulac: My name is Margaret Beulac and I live just over here in this neighbourhood. I guess that's classified as residential, right?
78. Chair G. Wong: Yes.
79. M. Beulac: Okay, I want to know if people are allowed to raise say like, at least a dozen chickens or more on those lots.
80. Chair G. Wong: Mr. Irg
81. M. Irg: Sure. On some of those, our zoning bylaw regulates based on property size, the keeping of animals. I'd have to look up exactly what it is so depending on the lot size, you're allowed certain types of animals and certain numbers. So it's regulated that way. It is something moving forward after the community planning process is done, we do want to review our keeping of animals bylaw and look at that but that's down the road. So for right now, we have the existing regulations in place. If it is a concern, we respond to bylaw complaints on a case by case basis. So you know, it becomes an issue if someone complains to us.
82. M. Beulac: The lots are just 62 by 120.
83. Chair G. Wong: If you just give Mr. Irg a phone call at the office, he'll be happy to follow up on that for you.
84. M. Beulac: Okay, thank you.
85. Chair G. Wong: Ladies and gentlemen. Any more questions and comments. To the microphone please.
86. ???: I have a sort of whimsical comment, I want to say you printed this on the wrong colour paper. It's green. So green it's got one point, now you're going to encourage bike racks at commercial establishments, I'm on policy 15 2.9 and as you and I were discussing Glenn, you're going to encourage non-motorcycle forms of transportation including walking, bicycling, public transit, et cetera et cetera, but you missed one didn't you Glenn. How about skateboards?
87. K. Gesner: And horses.
88. Chair G. Wong: That's a totally different class of animal, skateboards there. We'll have to deal with that in the future. Thank you.
89. T. Biamonte: Tony Biamonte, Renton Road South. I'm a little concerned with the home industry. I, you have a setback of 30 meters. Depending on what the industry is, that could be just totally ineffective. You know, if someone were to open a power saw shop or a body shop or something like that. I think the noise would be pretty annoying and your property value, I think would plummet. And the other concern is who would enforce the rules?
90. Chair G. Wong: Good questions, thank you. Mrs. Gesner, Mr. Irg.

91. K. Gesner: The home based industry is not redesignating property from residential or rural to industrial. The whole idea is to encourage fledgling or incubating industries where you're just starting up, seeing whether or not you are actually going to be able to make a living at it, but once you get to a full-grown industry and start hiring more than 2 people, you should be looking for an industrial site or rezoning to industrial if your current site, you feel is appropriate. But the idea is not to convert residential properties into industrial properties.
92. T. Biamonte: That still wouldn't resolve the issue of excessive noise or.
93. K. Gesner: True but there are other ways of dealing with noise. You can, do you have a noise bylaw now?
94. M. Irg: Yes. So, yes I think to add on this, we introduced this into the community plan to get feedback and generally through the consultation we have done, people have been positive. We've certainly heard concerns like you have, like you have raised. It still has to be brought into the zoning bylaw and so the zoning bylaw needs to be rewritten to allow for the home industries and that's where we would put the conditions on the types of things that could be done and sort of how you would control the noise issues. And its also sort of looking around the community in the valley sort of trying to take into account and recognizing that there are things going on out there that are business in nature, so we want to legalize them and provide some security for what's already going on out there and set some limits I think. And as far as enforcing it, it would be the regional district enforcing it. We do have a noise bylaw now. And then, just like if there's any contravention of a land use or zoning bylaw now, the regional district responds to those complaints and investigates them and if it warrants and the Board directs us to, we would proceed with enforcement action on those properties. So there's more to come around the home industry and also the secondary suites because that has to be written into the zoning bylaw and certainly, moving forward, I would encourage everybody to look for those ads and be involved in that process. So that's how we're dealing with that so.
95. T. Biamonte: Shouldn't it be dealt with in a manner like a variance where all the neighbours that could be affected would have a say in whether a certain business gets going or not?
96. M. Irg: It could be along there, that line but we were looking at a sort of trying to recognize there's a certain lot size, what's a certain lot size that's appropriate to have a home based, you know industry or business outside, you know outside the actual house itself so if that somebody would takes place in the shop.
97. T. Biamonte: Right, but you, you make up somebody invests a heck of a lot of money and all of a sudden the neighbours are upset.
98. M. Irg: Then that's why it's important when we write the zoning bylaw, that we set appropriate limits so that it's not full-on industrial as Kelly said. That's not what's envisioned, it's just sort of on a small scale and no noise and that's where, that's where. Once, if this bylaw is adopted, it doesn't mean that home industry is now allowed, we still have to do the zoning bylaw and write the specific rules and regulations around home industry before anything would be legal.
99. Chair G. Wong: And just to add onto that there, this was brought forth by the public. That they wanted to see some language around this there but I also asked planning staff, if said if we're encouraging home-based business up there, maybe it's time to look at business licences so that we'll be able to have some monies for enforcement and regulation and what not there. I asked

planning staff to investigate that there and I believe they talked to our solicitors there and you have an answer to that there Mr. Irg?

100. M. Irg: Yes, at the present time, regional districts aren't, don't have the ability to do business licencing so.
101. Chair G. Wong: That sort of surprised me.
102. T. Biamonte: So do they really have the ability to deal with somebody that's irritating their neighbours?
103. M. Irg: Oh definitely, yes. That's a completely different issue and yes, it is very clearly set out in the legislation as well as all the case law and experience that we have had and regional districts throughout the province have had in enforcement. So we clearly have the right to and the ability to enforce the zoning bylaw.
104. Chair G. Wong: Great questions, thank you. Any other questions or comments.
105. Chair G. Wong: I'll ask again, any other questions or comments? Seeing none. I would like to stress that the Board cannot receive any new information between the end of the hearing and making a decision on the bylaw. If any board member does so, this invalidates the public hearing and means it would have to be held again. I call for the first time for any further representations on the bylaw.
106. E. Kleywegt: Yes, my name is Ed Kleywegt. 6929 Cherry Creek Road. And before the meeting, I had a discussion about the secondary or ancillary dwellings for houses and previous versions of the plan had a maximum size of 750 square feet. I've done some research, looked at a lot of different types of carriage houses, that type of thing, and I've also checked out what would qualify for a conventional mortgage and the minimum size for a conventional mortgage is 850 square feet. So I'm kind of looking for you to take that into consideration while you're doing your planning also looking at carriage homes, that type of thing, 750 really limits your options where 850 or if you look at a 14 by 70 mobile home, which is 960 square feet, it just gives a little more appeal to entering into that so I did leave it with her but just to get it on record.
107. Chair G. Wong: Good point. Thank you very much for bringing it up there and we can investigate that and makes sure it all fits together.
108. C. Connolly: Yes. Absolutely.
109. Chair G. Wong: Great point thank you. And I'd like to call for a second time for any further representations on the bylaw. I call for a third and final time for any further representations on the bylaw. Hearing no further comments, I declare this meeting terminated.
110. The meeting was terminated at 7:42 pm.

Minutes reviewed by:

C. Connolly  
Planner



Certified Correct:

G. Wong

Director for Area "F" Cherry Creek

## CHERRY CREEK VOLUNTEER FIRE DEPARTMENT

**From:** Mike Sparrow [<mailto:ccvfd@shaw.ca>]  
**Sent:** May 8, 2012 2:17 PM  
**To:** 'Kelly Gesner'  
**Subject:** RE: Cherry Creek OCP Official Referral

Hi Kelly,

Thanks for the information. I see nothing in this report that concerns me at this time.

Regards,

Mike

## PORT ALBERNI PORT AUTHORITY

**From:** David McCormick [<mailto:DMcCormick@alberniport.ca>]  
**Sent:** May 9, 2012 8:31 AM  
**To:** Kelly Gesner  
**Subject:** RE: Cherry Creek OCP

Hello Kelly,  
We have no further comments.  
Thanks,  
Dave

*David A. McCormick, MBA*  
*Manager of Property & Community Relations*



*Port Alberni Port Authority*

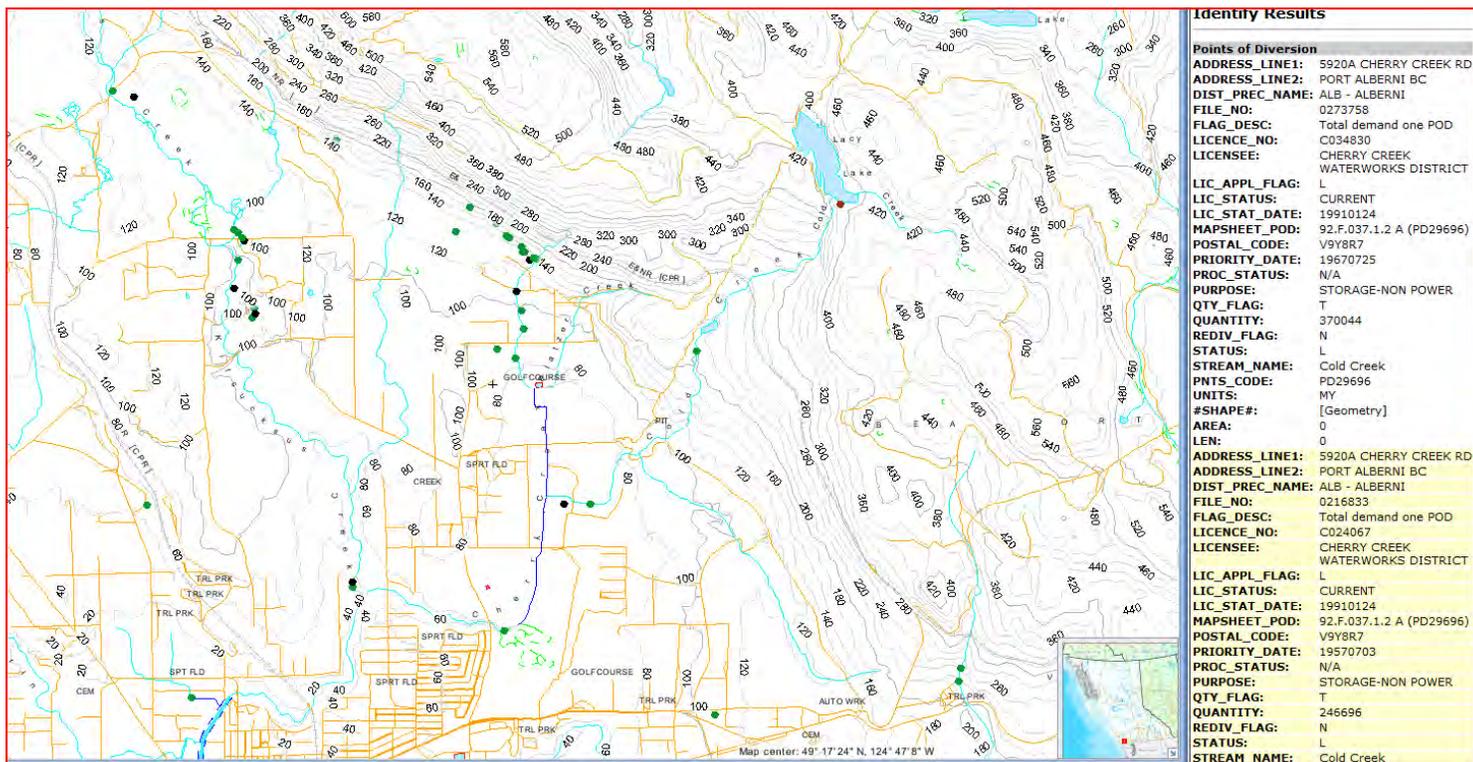
*Phone: 250-723-5312*  
*Fax: 250-723-1114*  
*Cell: 250-731-5819*  
*Email: [dmccormick@alberniport.ca](mailto:dmccormick@alberniport.ca)*

*Help the Alberni Valley own its Junior A hockey team.*  
*For details, please go to: [www.portalbernijuniorhockey.com](http://www.portalbernijuniorhockey.com)*  
*Our Community - Our Team - Our Commitment*

*Please consider the Environment before printing this email*

## MINISTRY OF ENVIRONMENT

**From:** Baldwin, John FLNR:EX [<mailto:John.Baldwin@gov.bc.ca>]  
**Sent:** May 7, 2012 3:58 PM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Official Referral



The potential dam failure inundation area downstream of Lacy lake Dam should be recognized – you are advised to contact the Cherry Creek Waterworks District (dam owners) for details on this dam and downstream consequence studies.

### TSESHAHT FIRST NATION

**From:** Darrell Ross [mailto:dross@tshaht.com]  
**Sent:** May 16, 2012 10:34 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Official Referral

The Tshaht First Nation has now completed a comprehensive review of your Cherry Creek OCP

The proposed development in your referral was reviewed to assess potential effects on aboriginal rights and title. The review took into consideration Tshaht’s traditional and current use, previous archaeological work, comments from Tshaht community members, local knowledge, and specifics about the site location.

Based on the location, size and type of activities outlined in the proposed development, Tshaht do not have any known concerns that need to be addressed. However, in the event that the nature and scope of the proposed development changes additional review and consultation will be required. Or, if previously unidentified cultural heritage resources/archaeological sites are found during development, our office should be contacted immediately.

Thank you for your attention to these comments.

Darrell Ross  
 Research and Planning Associate

**Tshaht First Nation**  
 Phone: 250-724-1225  
 Fax: 250-724-4385  
 Cell: 250-720-9409

Address: 5091 Tsuma-as Drive  
 Port Alberni, BC  
 V9Y 8X9  
 Website: <http://www.tshaht.com>



## MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

**From:** Gereb, Attila FLNR:EX  
**Sent:** Friday, March 2, 2012 1:00 PM  
**To:** Ross, Calvin D FLNR:EX  
**Cc:** Richir, Gilbert C FLNR:EX  
**Subject:** RE: Cherry Creek OCP Official Referral

Hi Calvin,

I had read the Cherry Creek Community Plan, and here are my comments:  
The plan touches forestry related concerns in the following sections (**my comments are in black**):  
Let me know if you need more clarification on my comments

2.3 Land-Use Designations  
5.0 resource use objectives and policies  
15.0 Natural Environment & Conservation  
16.0 Implementation, 16.4 Riparian Area Protection

Here are extracts that I found relate to activities that are also of interest for our ministry:

In general it proposes to protect water courses, environmentally sensitive areas, riparian courses.  
Has provisions for wildfire interface between forested land  
Policy 3.2.20 encourages preservation of natural features such as streams, lakes and wetlands...  
Policy 3.2.21 encourages land-use patterns that do not compromise the ecological integrity...  
3.2.22... road systems ... in keeping with the natural environment,..  
4.2.4. ...interim use of agriculture lands for forestry, silviculture...

I wonder if the reference to the road systems will not interfere with road design???

5.2.1...maintain and foster viable and sustainable forest activities  
5.1.2 retain significant tree cover ... around drinking water sources.

5.2.5 urge the use of private and Crown lands be conducted in a manner that does not jeopardize the ... water quality,....  
and minimise deforestation.  
5.2.6 encourage the provincial government to develop resource policies and regulations that ensure and support  
sustainable forest practices and protect drinking water ... on all privately-owned forest land  
5.2.7 encourage the ministry responsible for forests, major forest companies, community forest operators and small-  
scale logging operators to utilize best forest management and harvesting practices to ensure sustainable forest resource  
base while preserving local water resources and other significant environmental features.

14.00 Infrastructure

Water .... use of Crown lands should be conducted in a manner that does not jeopardise existing and future water  
quality, flow and supply

Policy: 14.2.4 collaborate with resource land owners and the provincial resource agencies to determine the feasibility of  
developing watershed management plans for watersheds that provide drinking water and water for agriculture....  
Policy 14.2.8 encourage the provincial government to develop forest policies and regulations that ensure and support  
sustainable forest practices and protect drinking water on all privately-owned resource lands

There are already watershed in the planned area, and the plan does not reference them instead is proposing to  
“determine the feasibility” of developing “more” watershed management plans....

Here is an extract from our Objectives Matrix:

Existing community watersheds and objectives established under [Sec. 41 \(8\)](#) and Sec. 41 (10) of the Forest Practices Code (FPC) are grandparented to FRPA

- A list of [community watersheds grandparented](#) for the SIFD area can be downloaded from the FTP site. Note that the table lists also the cancelled and the pending cancellation watersheds.
- [Maps of the SIFD community watersheds](#) can be downloaded from the FTP site,
- A [Summary Map](#) can be downloaded from the FTP site,

Policy 15.2.1 Protect the environmental integrity of the natural resources including lakes, wetlands, rivers and streams  
Policy 15.2.2 Protect known sensitive ecosystems, wildlife and wildflow habitat, and environmentally-sensitive areas.  
Policy 15.2.15 Encourage the users of Conservation Data Centre mapping to identify the existence of any endangered species or species at risk in order to protect them when planning and implementing development plans

All in the plan the word “Encourage” is used that has good intention to the sound of it, however as a Policy I wonder what it actually means and how you enforce a policy of “encouragement”?

Section 16.4 is about riparian areas protection and it is of a substantial length of 2 ½ pages.

It classifies streams as “Major” and “Minor”.

Only the China Creek is classified as “river or major stream” proposed to have a 30 m “setback”

The rest of the “minor streams” are to have a 15 m “setback”

My comment is that on Crown land we have a Riparian Management classification that is different from what the Plan is proposing. I wonder if the proposed “setback” are not too small for the streams listed as minor: Cherry Creek, Cold Creek, Kitsukis, Cowley, Rogers, Platzer, Owatcher, Ship, Borden, McFarland, and all unnamed or not listed creeks.

See below the FPPR classification and the associated Riparian Management areas.

#### V. Requirements in FPPR for fish are: [↑ Top](#)

A person who prepares a forest stewardship plan (FSP) may include results for the objectives set out in [Sec. 8 \(FPPR\)](#) or may instead choose to conform to the requirements set out in [Sec. 47 to 53](#) of the FPPR.

These requirements (default results and strategies) include:

#### *Division 3 - Riparian Areas*

#### [Sec. 47 \(FPPR\), Stream riparian classes](#) [↑ Top](#)

*“(1) In this section, “active flood plain” means the level area with alluvial soils, adjacent to streams, that is flooded by stream water on a periodic basis and is at the same elevation as areas showing evidence of*

*(a) flood channels free of terrestrial vegetation,*

*(b) rafted debris or fluvial sediments, recently deposited on the surface of the forest floor or suspended on trees or vegetation, or*

*(c) recent scarring of trees by material moved by flood waters.*

*(2) A stream that is a fish stream or is located in a community watershed has the following riparian class:*

*(a) S1A, if the stream averages, over a one km length, either a stream width or an active flood plain width of 100 m or greater;*

*(b) S1B, if the stream width is greater than 20 m but the stream does not have a riparian class of S1A;*

(c) S2, if the stream width is not less than 5 m but not more than 20 m;

(d) S3, if the stream width is not less than 1.5 m but is less than 5 m;

(e) S4, if the stream width is less than 1.5 m.

(3) A stream that is not a fish stream and is located outside of a community watershed has the following riparian class:

(a) S5, if the stream width is greater than 3 m;

(b) S6, if the stream width is 3 m or less.

(4) Subject to subsections (5) or (6), for each riparian class of stream, the minimum riparian management area width, riparian reserve zone width and riparian management zone width, on each side of the stream, are as follows:

| <b>Riparian Class</b> | <b>Riparian Management Area (m)</b> | <b>Riparian Reserve Zone (m)</b> | <b>Riparian Management Zone (m)</b> |
|-----------------------|-------------------------------------|----------------------------------|-------------------------------------|
| S1-A                  | 100                                 | 0                                | 100                                 |
| S1-B                  | 70                                  | 50                               | 20                                  |
| S2                    | 50                                  | 30                               | 20                                  |
| S3                    | 40                                  | 20                               | 20                                  |
| S4                    | 30                                  | 0                                | 30                                  |
| S5                    | 30                                  | 0                                | 30                                  |
| S6                    | 20                                  | 0                                | 20                                  |

(5) If the width of the active flood plain of a stream exceeds the specified width for the riparian management zone, the width of the riparian management zone is the outer edge of the active flood plain.

(6) The minister may specify a riparian reserve zone for a stream with a riparian class of S1-A if the minister considers that a riparian reserve zone is required.

(7) The riparian reserve zone for a stream begins at the edge of the stream channel bank and extends to the width described in subsection (4) or (6).

(8) The riparian management zone for a stream begins at

(a) the outer edge of the riparian reserve zone, or

(b) if there is no riparian reserve zone, the edge of the stream channel bank,

and extends to the width described in subsection (4) or (5)."

Ati

**Attila (Ati) Gereb, R.P.F.**  
Resource Management  
South Island District Office  
Ministry of Forests, Lands and  
Natural Resource Operations  
4885 Cherry Creek Road  
Port Alberni, BC, V9Y 8E9  
Tel.: 250-731-3028  
Fax: 250-731-3010

## REGIONAL DISTRICT OF NANAIMO

**From:** Thompson, Paul [mailto:PThompson@rdn.bc.ca]  
**Sent:** March 9, 2012 8:40 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Official Referral

Carla,

We have reviewed the Cherry Creek OCP and the RDN will not be providing any comments.

Paul Thompson  
Manager of Long Range Planning  
Regional District of Nanaimo  
Tel: 250-390-6510  
Email: [pthompson@rdn.bc.ca](mailto:pthompson@rdn.bc.ca)

## MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

**From:** Henigman, Margaret FLNR:EX  
**Sent:** Monday, March 5, 2012 2:42 PM  
**To:** Nap, Nancy R ENV:EX  
**Subject:** Cherry Creek, ACRD OCP

Hi Nancy; Can you please pass this along to whoever sent us the Cherry Ck OCP draft? Thanks. ☺

I had a quick look through the Cherry Ck OCP referral and was very pleased! Well done ACRD and the community or Cherry Ck for adopting measures to protect local streams. Just a few comments:

p. 25 middle para – I'm assuming "water systems" refers to water supply systems – as in potable water?  
p.29 exemption vii c) suggest you include wording similar to d) "in accordance with the *Water Act*" - there are emergency provisions in the *Act* however a Water Notification (after the fact), assuming the work is genuinely an emergency, would still be required.  
p.29 exemption vii e) if within 30m of a fish bearing stream they may need DFO approval for tree limbing and pruning. We don't as a rule recommend topping as this shortens the life of the tree and creates more hazards than it solves.  
p.29 16.4 RAP – I'm assuming that first line of text is missing the provincial "*Fish Protection Act*"  
p. 30 16.4 Category – to be consistent with the RAR you would provide a 30m DP around lakes and wetlands – especially on the south side.

Other than that the "RAR" provisions look fine. I was surprised that there are no protection buffers for at risk species and nest trees of species protected under Section 34 of the *Wildlife Act*. However when I looked at the WITS data for this area it seems there may only be two nest trees currently in the inventory and these appear to be within the TFL.

Anyway well done ACRD!

Maggie Henigman, MA, CCEP  
Ecosystems Biologist  
Ministry of Forests, Lands and Natural Resource Operations  
West Coast Region  
250-751-3214  
[margaret.henigman@gov.bc.ca](mailto:margaret.henigman@gov.bc.ca)  
Fax: 250-751-3208





March 14, 2012

Carla Connolly, MCIP  
Planner  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, BC V9Y 2E3

Dear Carla Connolly:

### Re Cherry Creek Official Community Plan

Thank you for the March 1, 2012 referral of the Cherry Creek OCP. Please find the following comments related to the agricultural policies in the draft OCP.

1.7 Definitions: Small Scale Food Production: While I support the encouragement of food production on non-ALR rural and residential lots I am not as supportive of the restrictions placed on production practices. If a rural lot has 2 plus acres under agricultural production, is located in an area where agriculture is permitted under zoning they could be eligible for BC Assessment Authority farm status and therefore may be protected under the Farm Practices Protection Act. If a complaint was filed regarding their use of a tractor or chemical fertilizer for example this could be deemed as a normal farm practice and therefore permitted.

It has been my experience that very few complaints are related to crop production regardless of inputs used, with the exception of compost, an acceptable alternative to commercial fertilizer. However livestock production on small lots is most often a concern to neighbours. In this definition there is no distinction between crop or livestock production. While zoning may restrict the scale of livestock operations it may be worthwhile addressing the issue livestock on smaller non-ALR lots as opposed to specific crop production practices in the OCP.

2.2 The Goals: 3. I am pleased to note agriculture in the Alberni Valley is rated highly in the Cherry Creek OCP.

Policy 3.2.6 I support the inclusion of non-ALR side buffers for developments adjacent to the ALR. However the recommendations with respect to buffer widths differ depending on the urban side development. I suggest that the "Guide to Edge Planning" recommendations are used when identifying buffer distances. [http://www.agf.gov.bc.ca/resmgmt/sf/publications/823100-2\\_Guide\\_to\\_Edge\\_Planning.pdf](http://www.agf.gov.bc.ca/resmgmt/sf/publications/823100-2_Guide_to_Edge_Planning.pdf)

3.2.12 It may be worth adding that secondary dwellings on land in the Agricultural Land Reserve require approval from the Agricultural land Commission.

3.2.15: It might be better to add "...in all land use designations except for the ALR": The inference of this statement is subdivision to 1 ha or less is possible if certain conditions are met. This is not the case in the ALR where subdivision is discouraged.

Policy 3.2.18 See comments under Small Scale Food Production.

3.2.24: The document requires a total minimum separation distance of 30 m (15 m of which is a vegetative buffer). Also the publication is from the Ministry of Agriculture not the Agricultural Land Commission.

4.0 Agriculture, Objective: 4.1.4: If possible it would be beneficial if specific activities identified in the Alberni Valley Agriculture Plan under local government authority could be listed in the Cherry Creek OCP, preferably as a policy or advocacy policy. If specific activities are identified in the Rural OCP's there will likely be more of an incentive to carry these through in subsequent planning documents.

Policy 7.2.7: Encourage small-scale "farm gate" commercial activities. I was not sure if this related to just agriculture or other commercial activities. On land in the ALR there are restrictions on what constitutes farm gate sales. [http://www.alc.gov.bc.ca/legislation/policies/Pol2-03\\_FarmRetailSales.htm](http://www.alc.gov.bc.ca/legislation/policies/Pol2-03_FarmRetailSales.htm)

16.3 Development Permit Exemptions Xii Farming activities in the ALR. Pleased to see agriculture is exempt from these Development Permits.

16.4 Riparian Areas Protection Please be advised that the Ministry of Agriculture has developed setback distances for farm buildings and water courses. It may be worth noting this publication in this section as it applies to existing farmland and new agricultural buildings.  
[http://www.agf.gov.bc.ca/resmgmt/publist/800Series/823400-1\\_Agriculture\\_Building\\_Setback\\_Factsheet.pdf](http://www.agf.gov.bc.ca/resmgmt/publist/800Series/823400-1_Agriculture_Building_Setback_Factsheet.pdf)

Thank you for the opportunity to comment on the Cherry Creek OCP draft documents. If you have any questions regarding my comments please contact me directly

Sincerely,



Jill Hatfield P.Ag.  
Regional Agrologist,  
BC Ministry of Agriculture  
2500 Cliffe Ave.  
Courtenay, BC V9N 5M6

cc: Roger Cheetham  
Agricultural Land Commission



**Agricultural Land Commission**

133 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000  
Fax: 604 660-7033  
www.alc.gov.bc.ca

14<sup>th</sup> March 2012

Reply to the attention of Roger Cheetham  
ALC File: 46446

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

Dear Madam:

**Re: Update of Official Community Plan for Cherry Creek**

With reference to your e-mail sent to Roger Cheetham of this office on 1<sup>st</sup> March 2012 we are pleased to note the changes that have been made to the plan in response to our letter dated 16<sup>th</sup> August 2011.

With regard to the policies relating to buffering in noting the changes we again suggest that the policies require buffering in accordance with the Ministry of Agriculture's Guide to Edge Planning or alternatively a 15 meter wide vegetative buffer and setbacks for residential buildings of 30 meters.

Yours Truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

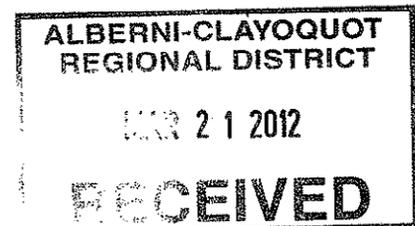
Per:

A handwritten signature in black ink, appearing to read 'Brian Underhill', is written over the printed name.

Brian Underhill, Executive Director

cc Jill Hatfield, Regional Agrologist, Courtenay

RC//46446m2

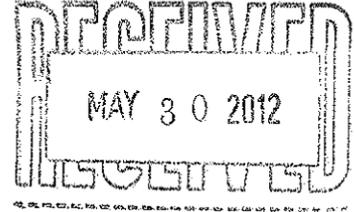




# CITY OF PORT ALBERNI

PLANNING and BUILDING DEPARTMENT  
4850 ARGYLE STREET, PORT ALBERNI, BC, V9Y 1V8 250.720.2830

May 29, 2012



Mike Irg, MCIP  
Manager of Planning and Development,  
Alberni-Clayoquot Regional District,  
3008 – 5<sup>th</sup> Avenue  
Port Alberni, BC V9Y 2E3

Dear Mike,

---

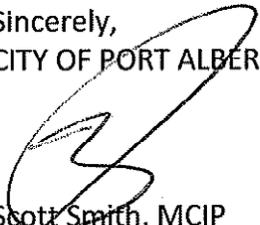
**RE: Cherry Creek Official Community Plan**

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At the regular meeting held May 28, 2012, City Council passed the following resolution:

*That the report from the City Planner dated May 23, 2012 regarding Cherry Creek Official Community Plan, be received and that Council for the City of Port Alberni support the Cherry Creek Official Community Plan, Bylaw No. P1278.*

Sincerely,  
CITY OF PORT ALBERNI



Scott Smith, MCIP  
City Planner

SS/vii

# PRELIMINARY COMMENTS

## MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

**From:** Richir, Gilbert C FLNR:EX [mailto:Gilbert.Richir@gov.bc.ca]  
**Sent:** September 13, 2011 11:55 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Update

Hello Carla,

I have reviewed the draft Cherry Creek OCP on behalf of the South Island Natural Resources District. I see no issues or have concerns with the text of the plan. I am encouraged to see that the plan affirms sustainable resource management, notably forestry, as a land use that is integral to the community. If you have questions about my response or wish to discuss forest management and the OCP, please contact me.

Gilbert Richir, R.P.F.  
Stewardship Forester  
South Island Natural Resource District  
BC Ministry of Natural Resource Operations  
Ph: 250 731 3038  
Fax: 250 731 3010

## VANCOUVER ISLAND HEALTH AUTHORITY

**From:** Gibson, Glen [mailto:Glen.Gibson@viha.ca]  
**Sent:** September 9, 2011 10:07 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek Official Community Plan Update

Looks fine.

*Glenn J. Gibson*  
Land Development  
Environmental Health Officer  
250 947 8222 ext.39186  
fax 250 947 8223  
[glen.gibson@viha.ca](mailto:glen.gibson@viha.ca)

## MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT

**From:** Mezynska, Urszula CSCD:EX [mailto:Urszula.Mezynska@gov.bc.ca]  
**Sent:** September 8, 2011 3:14 PM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Update

Hi Carla:

Thank you for referring the Cherry Creek Official Community Plan Bylaw update to the Ministry of Community, Sport and Cultural Development (MCSCD) for comment. Please consider this email as MCSCD's response to your referral.

As you may know, due to our role in the bylaw approval process, MCSCD does not generally offer comments at the referral stage. The following are some current processing considerations, which I am sure you have received from the Ministry before, in response to previous requests. Please let me know if you have any questions on the notes below.

- Please ensure that you have referred this bylaw to the appropriate ministries and agencies and that you provide a record of the results of your referral efforts with your bylaw submission (i.e. no comment received, resolution of concerns/objections).
- Prior to submitting your bylaw for approval, you may wish to review whether or not Ministerial approval is needed for your bylaw application under the *Local Government Act* Section 913(3) and the Regional District Bylaw Approval Exemption Regulation No. 279/2003 (Regulation). Here is a link to the planning circular on the Regulation. [http://www.cd.gov.bc.ca/lgd/intergov\\_relations/planning\\_circulars/cir0301.htm](http://www.cd.gov.bc.ca/lgd/intergov_relations/planning_circulars/cir0301.htm).
- The Ministry expects you to follow the actions for First Nations consultation as outlined in the *Interim Guide to First Nations Engagement on Local Government Statutory Approvals* (Guide). The information you provide with your bylaw approval request will be reviewed for First Nations consultation. Please complete and initial Appendix F of the Guide and include as part of your bylaw submission. Here is the link to the Guide. [http://www.cscd.gov.bc.ca/lgd/library/First\\_Nations\\_Engagement\\_Guide.pdf](http://www.cscd.gov.bc.ca/lgd/library/First_Nations_Engagement_Guide.pdf)
  - To help identify First Nations who have/may have rights or title on the land base, the provincial Consultative Areas Database (CAD) now has a public map service component for use by local government. The CAD Public Map Service is an interactive mapping tool. Please be sure to check the CAD and to keep a record of your findings. Here is the link to the CAD. <http://webmaps.gov.bc.ca/imfx/imf.jsp?session=673103456444&sessionName=Consultative%20Areas%20Database%20Public>
- You may also wish to consider the commitment your regional district has made by signing the Climate Action Charter, specifically in the area of developing compact, complete communities. Specifically, since this is an Official Community Plan update or amendment, please ensure that the bylaw meets the requirements of *Local Government Act* Section 877(3) - targets, policies and actions for the reduction of greenhouse gas emissions.

Finally, if you are aware of conflicts or concerns that may arise with other provincial agencies or First Nations because of this bylaw application, please feel free to contact me to discuss in further detail.

Regards,  
Urszula.

**Urszula Mezynska**  
Senior Policy Analyst  
Intergovernmental Relations and Planning Division  
Ministry of Community, Sport and Cultural Development  
Phone: 250 952-6582

## MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

**From:** Wallace, Bonita FLNR:EX [mailto:Bonita.Wallace@gov.bc.ca]  
**Sent:** September 7, 2011 10:33 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek Official Community Plan

I believe that our interests are unaffected at this time.

## MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

**From:** Henigman, Margaret FLNR:EX [mailto:Margaret.Henigman@gov.bc.ca]

**Sent:** August 17, 2011 11:38 AM

**To:** Carla Connolly

**Subject:** Cherry Creek OCP

Hi Carla; Three cheers for deciding to implement a RAR equivalent bylaw!! I have just a few comments on your Cherry Creek OCP draft. I only reviewed the Parks and Environmental sections.

p.19  
12.2 Policy 12.2.3 – Note that to reduce the optics of conflicting objectives linear trail systems should be located outside streamside protection areas. While I can appreciate that formalizing trail systems can reduce wide spread damage to forested ecosystems, increasing access in riparian zones is not always appropriate in terms of maintaining healthy functioning ecosystems and fish habitat.

p. 22  
15.0 Natural Environment – we acknowledge the RD in applying RAR equivalent bylaws.

p.23  
15.2 Do the policies of the RD extend to the protection of species at risk?

p.27  
16.3 DP Exemptions  
vi. re: invasive plants – suggest for consistency you incorporate the Coastal Invasive Plant Committee priority plant list for Vancouver Island: <http://coastalinvasiveplants.com/invasive-plants/priority-plants>  
vii. and X - the need for a certified arborist assessment to determine if a tree is a hazard. Just a note that if the tree lies within a sensitive riparian zone the landowner may also need an authorization from DFO for the removal of such a tree. Typically the tree would need to be shown to pose a hazard to life and limb outside the riparian setback.  
ix. – I do not recommend going with this exemption. Most of the existing, old RCs do not meet today's understanding of the needs of fish habitat and are unenforceable. Much better to go with your bylaw to protect RAR equivalent setbacks.  
x. – further to the above on hazard trees, determination of the hazard would require a certified arborist report and authorization from DFO if inside a sensitive riparian setback.

p. 28  
xvi. – This does not agree with other statements in the text indicating that DPA 1 would be consistent with RAR. Trails do not belong inside sensitive riparian habitats, but if proposed then a DFO authorization would be required.

16.4 DPA 1  
*Category* – Note that the designation of a 15m DPA on your smaller streams is not consistent with RAR, especially if you are saying that a qualified biologist assessment would establish a smaller setback within that, which would be covenanted. RAR states that all streams contributing to fish habitat are to be delineated with a 30m riparian assessment area whether or not fish are immediately on site. This area would be assessed for a somewhat smaller setback, depending on the resource values and morphology of the stream – within the RDs where RAR applies we have established the methodology the qualified biologists must apply. An alternative would be for the ACRD to pre-designate 15 and 30m setbacks on your streams similar to what the City of Nanaimo did, but this would require on the ground mapping all streams to confirm if that is biologically defensible and this should give no option for a reduction without DFO authorization.

### *Guidelines*

p.29  
i. – suggest removing “where possible” – this wording leads to interpretive inconsistencies.  
ii. – first bullet - this should read “high water mark” – not “natural boundary”.

v. – we acknowledge your interest in maintaining a 30m minimum buffer (Note that this may not be inconsistent with your earlier approach of applying 15m on smaller streams ☺) Suggest you add the word “vegetated” before minimum buffer.

That’s it! Thanks Carla, for sending this along for review. The qualified professionals will need to understand that, because of the way the legislation was written, they won’t be able to load their reports onto the RAR Notification System but we definitely support the ACRD in taking this approach. I wish you all the best in implementing your “RAR” bylaw and please don’t hesitate to call if you need help sorting this all out.

Cheers!

Maggie Henigman, MA, CCEP  
Ecosystems Biologist  
Ministry of Forests, Lands and Natural Resource Operations  
West Coast Region  
250-751-3214  
[margaret.henigman@gov.bc.ca](mailto:margaret.henigman@gov.bc.ca)  
Fax: 250-751-3208

#### MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

**From:** Silbernagel, Tim TRAN:EX [mailto:Tim.Silbernagel@gov.bc.ca]  
**Sent:** September 2, 2011 11:33 AM  
**To:** Carla Connolly  
**Subject:** RE: Cherry Creek OCP Update

Good morning Carla. The Ministry of Transportation and Infrastructure (MOTI) has reviewed the Draft Cherry Creek OCP and has the following comments:

**Parts 3.2.16 and 9.2.7:** How is the ACRD dealing with existing zoning if a parcel is less than 1 ha? Are they planning to oppose applications that meet zoning based on policy?

**Part 12.2.5:** Development of an access to water within a public road dedication will require a Permit or License from the Ministry of Transportation and Infrastructure.

**Part 13.2:** Archaeology Branch has a policy in place for subdivisions. See attached.

**Part 16.5 DPA II:** – Revise potential landslide hazard wording to reflect the most recent version of the “APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC”. See attached.

**Parts 7.0, 11.0, 14.2.10 and 16.6 DPA III:** These parts refer to Highway 4A. Highway 4a is located in Coombs/Errington. References to 4A should be amended to read Port Alberni Highway or Redford Road.

Tim Silbernagel  
Development Approvals Technician



September 23, 2011

Carla Connolly  
Alberni – Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, BC V9Y 2E3

Dear Ms. Connolly,

**RE: Cherry Creek Official Community Plan Referral (August Draft)**

Thank you for the opportunity to review the draft Cherry Creek Official Community Plan. RDN staff note that the "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Bylaw No. 1335, 2004" and "Regional District of Nanaimo Parks and Trails Plan" identifies specific interest in connecting a regional trail from Horne Lake Regional Park to the Log Train trail, generally through a road allowance identified as the Horne Lake and Alberni Road in the provincial Gazette dated 8 June 1911. This would reflect the historic route of the 'Horne Lake Trail' connecting Horne Lake with Port Alberni. Though the RDN has not acquired the gazetted road allowance, it still has interest in integrating its regional trail network with the Alberni-Clayoquot Regional District through this historic route. Please consider including provisions in the Official Community Plan to secure or maintain connections between these routes.

Please be aware that the Official Community Plan was only reviewed in relation to the RDN planning document, and the above comments do not reflect the position of the RDN Board of Directors. If you should have any questions please do not hesitate to contact Stephen Boogaards at 250-390-6524 or [sboogaards@rdn.bc.ca](mailto:sboogaards@rdn.bc.ca).

Sincerely,

Paul Thompson  
Manager of Long Range Planning

cc Stephen Boogaards, Planner

Development Services  
6300 Hammond Bay Road  
Nanaimo, BC  
V9T 6N2

Ph: (250) 390-6510

Free: 1-877-607-4111  
Fax: (250) 390-7511  
Email: [planning@rdn.bc.ca](mailto:planning@rdn.bc.ca)

Web: [www.rdn.bc.ca](http://www.rdn.bc.ca)



## Tseshahst First Nation Administration Office

5091 Tsuma-as Drive, Port Alberni, B.C. V9Y 8X9 Canada  
Tel: (250) 724-1225 Fax: (250) 724-4385

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

September 9, 2011

**Attention: Carla Connolly, MCIP**

**RE: Cherry Creek OCP, August 2011**

The Tseshahst First Nation has now completed a comprehensive review of your referral for the Cherry Creek OCP, August 2011. The proposed development in your referral was reviewed to assess potential effects on aboriginal rights and title. The review took into consideration Tseshahst's traditional and current use, previous archaeological work, comments from Tseshahst community members, local knowledge, and specifics about the site location.

Based on the location, size and type of activities outlined in the proposed development, Tseshahst do not have any known concerns that need to be addressed. However, in the event that the nature and scope of the proposed development changes additional review and consultation will be required. Or, if previously unidentified cultural heritage resources/archaeological sites are found during development, our office should be contacted immediately.

Thank you for your attention to these comments.

Sincerely,

Darrell Ross  
Research and Planning Associate



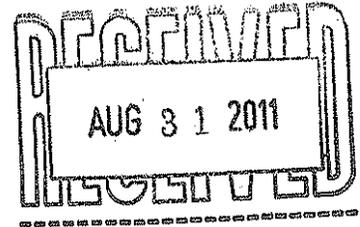
**Agricultural Land Commission**

133 – 4940 Canada Way  
Burnaby, British Columbia V5G 4K6  
Tel: 604 660-7000  
Fax: 604 660-7033  
www.alc.gov.bc.ca

16<sup>th</sup> August 2011

Reply to the attention of Roger Cheetham  
ALC File: 46446

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



Dear Madam:

**Re: Update of Official Community Plan for Cherry Creek**

With reference to your e-mail sent to Terra Kaethler of this office on 5<sup>th</sup> August 2011 we comment as follows:

Map 1, page 2. The boundaries of the plan are not very clear in the vicinity of Port Alberni. We suggest that you use a different color.

1.4, page 3. We suggest that the third paragraph be changed to read as follows:

“Activities on land within the Agricultural Land Reserve (ALR) are subject to the *Agricultural Land Commission Act* and BC Regulation 171/2002, both of which are administered by the Agricultural Land Commission (ALC).”

1.7, page 5. The reference in the definition of Agricultural Land Reserve to the Agricultural Land Reserve Act should be changed to the *Agricultural Land Commission Act*.

Policy 3.2.6, page 10. We are pleased to see the inclusion of this policy as a general policy in the plan. We suggest that to be consistent with the Ministry of Agriculture’s Guide to Edge Planning ([http://www.al.gov.bc.ca/resmgmt/sf/publications/823100-2\\_Guide\\_to\\_Edge\\_Planning.pdf](http://www.al.gov.bc.ca/resmgmt/sf/publications/823100-2_Guide_to_Edge_Planning.pdf)) the width of the buffer be increased to 15 metres and an additional policy be included that requires set backs of 30 metres from the ALR boundary for residential buildings.

2.0 Parks and Recreation, page 19. A number of the existing and proposed trails or linear parks are located within the ALR. We therefore suggest that a comment be added to this section drawing attention to the need to ensure that measures are taken to protect agriculture together with a note drawing attention to the need for Commission approval for land within the ALR. We also suggest that reference is made to the Ministry of Agriculture’s guide to using and developing trails in farm and ranch areas ([http://www.al.gov.bc.ca/resmgmt/sf/trails/agtrails\\_toc\\_08.pdf](http://www.al.gov.bc.ca/resmgmt/sf/trails/agtrails_toc_08.pdf)).

14.0, page 20. We are pleased to note and strongly support the second paragraph in view of the importance of the water supply for agriculture.

Policies 14.2.4 and 7 page 21. We suggest that the words “and water for agriculture” be added after the words “drinking water” in both of these policies.

16.3 Development Permit Exemptions, page 27. We are pleased to note the exemption for farming activities on land within the ALR.

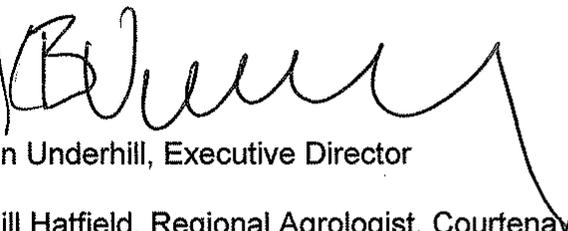
Additional Comments. We note that at this stage the update of the policies in the plan relating to agriculture are not very detailed. We accordingly suggest that consideration be given to tying the OCP to the Agricultural Plan by making the Agricultural Plan part of the OCP or, alternatively, by incorporating the policies and goals of the Agricultural Plan into the OCP, in particular the goals listed under the Action Plan.

We also suggest that the Implementation section be strengthened to include specific actions with a time frame and a mechanism to ensure that implementation occurs.

Yours Truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per



Brian Underhill, Executive Director

cc Jill Hatfield, Regional Agrologist, Courtenay

RC/i/46446m1



September 7, 2011

Carla Connolly  
Planner  
Alberni-Clayoqout Regional district  
3008 Fifth Ave  
Port Alberni, BC V9Y 2E3

Dear Carla Connolly:

**Re: Update of the Cherry Creek Official Community Plan**

Thank you for your referral on August 5th, 2011. Please find my comments related to the agricultural aspects of the plan below.

1.4: The paragraph regarding the Agricultural Land Reserve Act should be corrected to reference the Agricultural Land Commission Act.

1.7 Definitions page 5. See above comment.

3.2.6: The Ministry of Agriculture publication Guide to Edge Planning recommends a total buffer distance of 30 meters with 15 meters being vegetated.

[http://www.agf.gov.bc.ca/resmgmt/sf/publications/823100-2\\_Guide\\_to\\_Edge\\_Planning.pdf](http://www.agf.gov.bc.ca/resmgmt/sf/publications/823100-2_Guide_to_Edge_Planning.pdf)

Policy 3.2.13: Additional dwellings on land in the Agricultural Land Reserve require permission from the Agricultural Land Commission.

Policy 3.2.14: Parks, trails, roads and utilities also require approval by the Agricultural Land Commission on land within the Agricultural Land Reserve.

Policy 32.16: The 1 ha minimum for all land use designations may be somewhat misleading with respect the Agricultural Land Reserve. Subdivision in the Agricultural Land Reserve is subject to approval by the Agricultural Land Commission. Subdivision into lots this small are not seen to have much agronomic capability and therefore are generally not supported.

3.2.23: While encouraged for the support for agriculture I wonder why it is just for small scale agriculture. In the plan area there are properties of varying sizes which could support larger scale agriculture which, according the Alberni Valley Agriculture Plan, is encouraged as a way to stimulate economic growth in the area.

4.1 Agricultural Objectives: I would like to see an objective that supports the implementation of the activities identified in the Alberni Valley Agriculture Plan.

4.2.5 Agriculture Advocacy Policies: I would like an additional policy that discourages the subdivision of land in the ALR.

12.1 Parks and Recreation objectives 12.1.1: Trails in farming areas have to be carefully planned with the participation of the farming community. The use of the Ministry of Agriculture publication "A Guide to Using and Developing Trails in Farm and Ranch Areas" should be encouraged. It may be useful to include comment in this a section indicating that developing trails within or adjacent to the Agricultural Land Reserve is subject to additional requirements.

14.0 Infrastructure: Support the inclusion of the second paragraph that supports water for agriculture given the goal in the Alberni Valley Agriculture Plan to produce 40% of the food consumed in the Alberni Valley. This cannot be achieved without irrigation water for agriculture.

16.3 Development Permit Exemptions, xiv: Encouraged to see farming activities within the Agricultural Land Reserve are exempt from the DPA provisions. However I noted on map 3 that the DPA areas are still highlighted within the ALR. This is somewhat misleading and a note on the map would help clarify the exemption.

Thank you for the opportunity to comment on the Cherry Creek OCP update. If you have any questions regarding my comments please contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Hatfield", with a long, sweeping flourish extending upwards and to the right.

Jill Hatfield, P.Ag.  
Regional Agrologist

cc: Roger Cheetham, Agricultural Land Commission

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1278**

**A BYLAW TO ADOPT THE CHERRY CREEK  
(ELECTORAL AREA F) OFFICIAL COMMUNITY PLAN**

WHEREAS Section 876 of the *Local Government Act* empowers the Board to adopt one or more community plans for one or more areas, by bylaw;

AND WHEREAS the Board has consulted in accordance with Sections 879 and 881 of the *Local Government Act*;

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

1. This Bylaw is applicable to Electoral Area F (Cherry Creek) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 2A, 3, 3A, 4, and 4A attached as Schedule "A" to this Bylaw constitutes the Official Community Plan of the area referred to in Section 1.
3. If any schedule, section, subsection, sentence, clause, or phrase of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.
4. This Bylaw may be cited as the "Regional District of Alberni-Clayoquot Cherry Creek (Electoral Area F) Official Community Plan Bylaw P1278, 2012."

Cherry Creek Official Community Plan Bylaw No. 626 is hereby repealed.

Read a first time this 22<sup>nd</sup> day of February, 2012

Read a second time this 25<sup>th</sup> day of April, 2012

Read a third time this XXX day of XXX, 2012

I hereby certify this to be a true and correct copy of Bylaw P1278 as read a third time by the Board of the Regional District of Alberni-Clayoquot on the XXX day of XXX, 2012.

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Chief Administrative Officer

Approved by the Minister of Community, Sport and Cultural Development this XXX day of XXX, 2012

Adopted this XXX day of XXX, 2012

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Chairperson

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Chief Administrative Officer



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1280**

**OFFICIAL ZONING TEXT AMENDMENT**

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1280.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding a new section “163 Airport (AP) District” and subsections “163.1 Alberni Valley Airport One (APAV1) District” and “163.2 Alberni Valley Airport Two (APAV2) District” to read as follows:

163 Airport (AP) District

This district provides for airport, airport related and other compatible uses. The district will be developed as sub areas APAV1 and APAV2.

163.1 Alberni Valley Airport One (APAV1) District

This district is to provide for aviation-related and compatible community activities on publicly-owned land for uses associated with airport operations such as light industrial, commercial and recreational uses.

163.1.1 Permitted Uses

Lands, buildings and structures in AP1 may be used for the following purposes only:

- a) airport base
- b) heliport

- c) airport service facilities
- d) passenger terminal
- e) aircraft fuel depot
- f) aircraft hangars
- g) aircraft sales
- h) aircraft servicing and maintenance
- i) utilities and communication facilities
- j) emergency services
- k) hospital and health facilities
- l) aviation training, trade schools, high school and biosphere-related schools
- m) scientific, electronic and technological research
- n) taxi dispatchers, bus depots
- o) storage yard, cold storage, warehousing
- p) aviation-related light industrial
- q) National and Provincial Parks offices and support facilities
- r) Department of National Defence uses
- s) meteorological station and metrological facilities
- t) manufacturing, assembly, disassembly, processing or packaging of materials and goods
- u) vehicle rental and ancillary servicing
- v) marine value-added facilities
- w) vehicle and equipment repairs and maintenance
- x) hotel, motel
- y) conference centre
- z) residential use, including staff rental housing
- aa) caretaker accommodation
- bb) offices
- cc) restaurants, cafes and pubs
- dd) retail store not exceeding 125 square metres
- ee) commercial laundry
- ff) agriculture, market gardening, community gardening
- gg) forestry and silviculture
- hh) forestry value-added facilities
  - ii) vegetative-waste (brush, etc.) composting site
- jj) recycling facilities
- kk) golf course and clubhouse
- ll) camping and parking for recreational vehicles
- mm) arena, swimming pool, curling rink
- nn) seasonal exhibition use
- oo) surfboard and/or bicycle rentals, sales and repairs
- pp) natural resource extraction
- qq) museum

#### 163.1.2 Lot Size

For the purpose of a lease, land within this zone must not be divided into parcels of less than 500 square metres.

#### 163.1.3 Lot Coverage

The maximum lot coverage of the leased lot for all buildings and structures is 65%.

#### 163.1.4 Minimum Dimensions Required for Yards

Yard and lease area setback requirements will be in accordance with Transport Canada Airport Regulations and spatial separation requirements of the BC Building Code.

#### 163.1.5 Building Height

The height of all buildings and structures will be limited to the requirements of Transport Canada Airport (TCA) Zoning Regulations.

#### 163.1.6 Setbacks

The setbacks for any building will be as follows:

|                                      |                     |
|--------------------------------------|---------------------|
| from any external lot line           | not less than 15 m  |
| from the edge of a runway or taxiway | per TCA Regulations |
| from another building                | not less than 5 m   |
| from an internal lot line            | not less than 3 m   |

#### 163.1.7 Off-Street Parking

Off-street parking spaces will be required as per Schedule III of the Alberni-Clayoquot Regional District Zoning Bylaw.

#### 163.1.8 Off-Street Loading

Off-street loading spaces will be required as per Schedule IV of the Alberni-Clayoquot Regional District Zoning Bylaw.

#### 163.1.9 Conditions of Use

- a) All development must be in conformance with the requirements of the airport operations manual or, in the absence of an operations manual, with Transport Canada's publication TP312, *Aerodromes Standards and Recommended Practices*.

- b) All development must be planned, designed and constructed to avoid creating a hazard to flights, such as attracting birds, rodents or other animals to the property.
- c) All illuminated storage and parking areas must have lighting placed in such a manner that all direct rays of light are limited to the storage or parking areas by using full cut-off lighting fixtures which reduce the amount of light escaping above the plane of horizontal or similar lights that achieve the same result in order to reduce light pollution.

### 163.2 Alberni Valley Airport Two (APAV2) Zone

This zone is intended for less intensive uses.

163.2.1 The only uses permitted in this zone are the following:

- a) passive recreation such as walking trails
- b) agriculture
- c) forestry, silviculture
- d) transportation of natural resources
- e) water runway

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 24<sup>th</sup> day of August, 2011

Read a second time this 9<sup>th</sup> day of May, 2012

Read a third time this 9<sup>th</sup> day of May, 2012

Adopted this XXX day of XXX, 2012

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Russell Dyson, CAO

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Chair of the Regional Board

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1281**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 652**

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1281.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: Block F, of Block 209, District Lots 130, 157, 171, 172, and 204, Alberni District and Block G, District Lot 204, Alberni District from Forest Reserve (A4) District and Forest Rural (A3) District to Alberni Valley Airport One (APAV1) District and Alberni Valley Airport Two (APAV2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 24<sup>th</sup> day of August, 2011

Read a second time this 9<sup>th</sup> day of May, 2012

Read a third time this 9<sup>th</sup> day of May, 2012

Adopted this     day of     , 2012

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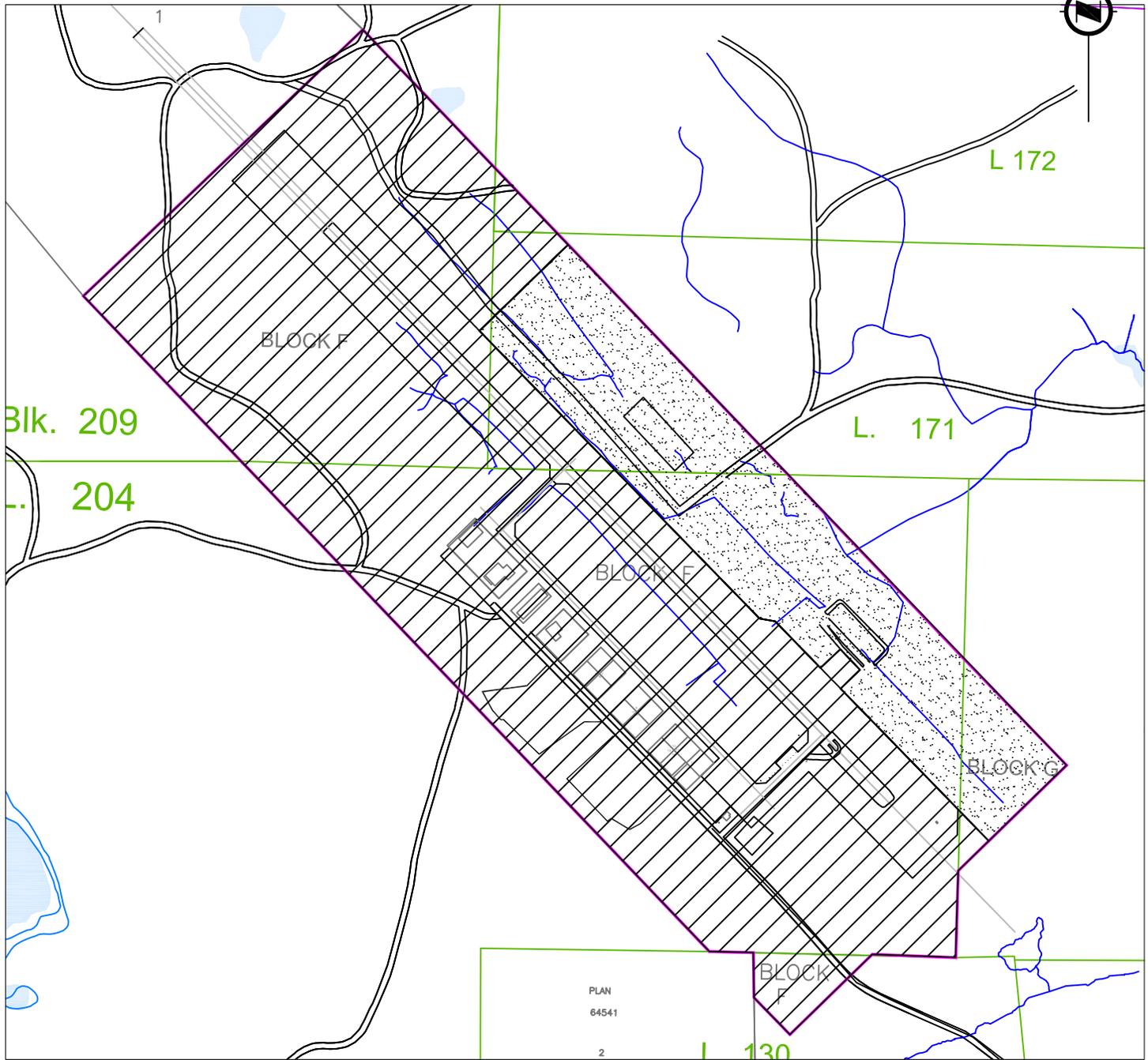
Russell Dyson, CAO

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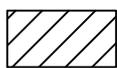
Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1281



Legal Description: BLOCK F, OF BLOCK 209, DISTRICT LOTS 130, 157, 171, 172 AND 204, ALBERNI DISTRICT **AND** BLOCK G, DISTRICT LOT 204, ALBERNI DISTRICT



To be rezoned from Forest Reserve (A4) District and Forest Rural (A3) District to Alberni Valley Airport One (APAV1) District



To be rezoned from Forest Reserve (A4) District and Forest Rural (A3) District to Alberni Valley Airport Two (APAV2) District



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT



**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of June 7, 2012**

| No.                              | Date                            | Action Item  | Assigned to | Target Date/Update  |
|----------------------------------|---------------------------------|--|-------------|---|
| <b>Administration Department</b> |                                 |  |             |   |
| 1.                               | Feb. 9/11<br>WC                 | Meet with John Aldag, Acting Superintendent, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport   | Russell     | Lease agreement being drafted   |
| 2.                               | Jan. 11/12<br>COW               | Add RD History to website (Incorporated date 1967) consult with AV Museum on content   | Wendy/Lori  | Coordinating with new website development – July 2012                             |
| 3.                               | Feb. 6 <sup>th</sup><br>WC Comm | Proceed with developing a plan to identify and implement efficient, cost effective corrective actions to the high risk hazards of the water landing strip at the LB Airport before bringing forward options for future use – Advise Atleo & Tafino Air | Russell     | 90 Days   |
| 4.                               | Feb. 22 <sup>nd</sup><br>BD     | Pursue discussions with the City of PA, District of Tafino, District of Ucluelet, School Dist. No. 70 and NIC regarding the future of library services in the Region   | Russell     | July 2012   |
| 5.                               | April 11 <sup>th</sup><br>BD    | The Board adopted Bylaw A 1074, Long Beach Airport Advisory Committee – Arrange appointments & first meeting of the Committee  | Russell     | Arranging – Letters sent out to agencies requesting appointments to the Committee |
| 6.                               | April 11 <sup>th</sup><br>BD    | The Board approved pursuing background information regarding the proposed WC Multiplex and agreed to the establishment of the WC Multiplex Feasibility Committee – Proceed with Development of Committee   | Russell     | Committee meeting in June 2012  |
| 7.                               | May 23/12<br>Board              | Forward a letter to VIHA thanking them for the information on strengthening tobacco control bylaws and advise that the ACRD Board supports VIHA proposal to protect the health of the residents in the region  | Wendy       | June 15 <sup>th</sup>   |
| 8.                               | May 23/12<br>Board              | Sign Director Geall up for the BC Hydro Consultation Session on the draft Integrated Resource Plan on June 19 <sup>th</sup> in Campbell River  | Tracy       | Done  |

| No.                       | Date                         | Action Item   | Assigned to | Target Date/Update  |
|---------------------------|------------------------------|---|-------------|---|
| 9.                        | May 23/12<br>Board           | The Board approved entering into a contract for the AC Health Network Coordinator with Tanis Dager for a one year term, with an option of a one year renewal commencing June 1 <sup>st</sup> – Advise Tanis, VIHA and arrange contract for signatures | Wendy       | Done  |
| 10.                       | May 23/12<br>Board           | Arrange an Alberni Valley Committee Meeting and West Coast Committee Meeting for June to review the Landfill Design, Operations and Closure Reports for the AV & WC Landfills   | Wendy       | WC Committee scheduled for June 7 <sup>th</sup> being re-scheduled – AV Comm. meeting June 12 <sup>th</sup> , 1:30 pm |
| 11.                       | May 23/12<br>Board           | Draft the 4 Letters from the Fisheries Committee Meeting for signature by the Chair   | Robert G.   | Done  |
| 12.                       | May 23/12<br>Board           | Advise the AV Community Stakeholders Initiative to End Homelessness that Director McNabb will sit on the Selection Committee  | Wendy       | Done  |
| 13.                       | May 23/12<br>Board           | Draft a letter to the Minister of Fisheries & Oceans with copies to Coast Guard, West Coast Communities, AVICC concerning the announced closures of Coast Guard Stations without consultation and no identified criteria                              | Wendy       | June 15 <sup>th</sup>   |
| 14.                       | May 23/12<br>Special BD      | Forward a letter to the Ministry of Community, Sport and Cultural Development regarding concerns about the process of the BCID conversion into the ACRD   | Russell     | Drafting – June 15 <sup>th</sup>  |
| <b>Finance Department</b> |                              |   |             |   |
| 15.                       | Nov. 23/11<br>BD             | Investigate Bill 8 (as outlined in the UBCM report) & possibility of withdrawing from the BC Transit Service  | Teri        | Investigating   |
| 16.                       | Jan. 11/12<br>COW            | Investigate other fuel providers for RD Fleet   | Teri        | Budget Process  |
| 17.                       | April 25 <sup>th</sup><br>BD | Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1   | Andrew      | Drafting  |
| 18.                       | May 23/12<br>Board           | The Board approved reimbursing the Alberni Valley Environmental Coalition \$527.42 for their Telephone Book Recycling Campaign – Prepare cheque   | Andrew      | Done  |

| No.                                      | Date                          | Action Item   | Assigned to     | Target Date/Update  |
|--|-------------------------------|---|-----------------|---|
| <b>Environmental Services Department</b> |                               |   |                 |   |
| 19.                                      | June 6/08                     | Bamfield Liquid Waste Management Infrastructure Planning Grant  | Andy/Janice     | Consultant secured – grant approved and work proceeding         |
| 20.                                      | Sept. 16/09<br>AV             | Work with City of PA Staff on Bell Road/Stuart Ave. Water   | Andy/Janice     | Grant approved  |
| 21.                                      | Oct. 1/09                     | East Bamfield Waste Transfer Site Re-use shed at Waste Transfer Site  | Rob/Andy        | Bids in progress  |
| 22.                                      | Apr. 6/10                     | West Bamfield Harbour Authority Dock Improvements (ICET)  | Andy/Janice     | Work to be completed in 2012 – In Progress                      |
| 23.                                      | Apr. 8/10<br>WC               | Work with Parks Canada on the landfill road agreement   | Russell         | In Progress   |
| 24.                                      | Sept. 8/10<br>WC              | Investigate options for implementing passenger and airport improvement fees at the Long Beach Airport   | Andy            | Investigate with the Long Beach Airport Authority (when formed) |
| 25.                                      | Sept. 8/10<br>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                                |
| 26.                                      | Oct. 13/10<br>COW             | Work with Tofino Air on details of their request for a new lease at the Long Beach Airport  | Andy/Janice     | In Progress   |
| 27.                                      | Apr. 27/11<br>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/Andy | In Progress   |
| 28.                                      | May 11/11<br>AV Comm          | Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill  | Andy            | Investigating   |
| 29.                                      | March 14 <sup>th</sup><br>COW | The Board passed a resolution to nominate the Sproat Lake Marine Patrol Program for an award through UBCM Excellence Program – Prepare and submit nomination documents    | Janice          | August 2012   |
| 30.                                      | March 28 <sup>th</sup><br>BD  | The Board passed a recommendation to apply through the Gas Tax General Strategic Priority Fund for the Beaver Creek Water Booster Pump Station – Proceed with application | Janice          | Application submitted   |

| No. | Date                                   | Action Item   | Assigned to   | Target Date/Update    |
|-----|--|---|---------------|-----------------------|
| 31. | April 11 <sup>th</sup><br>BD           | The Board approved the proposal for moving forward with the homelessness grant – Advise the AV Stakeholders Group and arrange a meeting with the Chair of the Group, ACRD Chair and CAO to discuss the process                              | Janice        | In Progress           |
| 32. | April 11 <sup>th</sup><br>BD           | Investigate options for dumping land clearing debris on the West Coast  | Andy/John     | In Progress           |
| 33. | April 25 <sup>th</sup><br>EA Directors | The Alberni Valley Flying Club would like to host a "fly in" event at the Alberni Valley Airport the third weekend in June – Investigate approvals required as well as any liability issues and report back to the Committee                | Andy/<br>John | Completed             |
| 34. | May 9 <sup>th</sup><br>BD              | The Board approved applying through ICET for funding to construct a pedestrian bridge across China Creek to link Stage 1 & 2 of the Inlet Trail – Submit application  | Janice        | Application submitted |
| 35. | May 23/12<br>Board                     | The Board approved the request from the Centennial Company's Cleanup Day for waived tipping fees at the Alberni Valley Landfill for Community Clean Up day on June 9 <sup>th</sup> – Advise the group and make arrangements at the Landfill | Andy          | Completed             |
| 36. | May 23/12<br>Board                     | The Board approved reducing the Letter of Credit for Sonbird Refuse & Recycling Ltd. – Advise Sonbird   | Janice        | Completed             |
| 37. | May 23/12<br>Board                     | Draft a congratulations letter for the Chairperson's signature congratulating the Ahousesht Administration for the Grand Opening of their Solid Waste Transfer Station  | Andy          | Completed             |
| 38. | May 23/12<br>Board                     | Contact the Ahousesht Administration and get information on their Solid Waste Transfer Station and provide a brief summary to the ACRD Board  | Andy          | Completed             |
| 39. | May 23/12<br>Board                     | The Board approved entering into a contract agreement with Mark Fortune for Long Beach Airport Supervisor Services for a five month period – Advise Mark and prepare contract for signatures  | Andy/Janice   | Completed             |

| No.                        | Date                              | Action Item   | Assigned to   | Target Date/Update  |
|----------------------------|-----------------------------------|---|---------------|---|
| 40.                        | May 23/12 Board                   | The Board approved leasing to purchase through MFA of a Kubota M126XDT tractor supplied by Island Tractor and Supply Ltd. – Proceed with purchase and MFA Financing   | Andy/<br>Teri | Order placed  |
| 41.                        | May 23/12 Board                   | The Board approved staff proceeding with option C – A new disposal field designed to accommodate a 25% to 50% increase in flows, including equalization tank, pumps & control panel for the Salmon Beach Wastewater System – proceed with project | Andy          | In Design   |
| 42.                        | May 23/12 Board                   | Draft a letter for the Chair's signature to Yellow Pages requesting develop a telephone book recycling program  | Janice        | In Progress   |
| <b>Planning Department</b> |                                   |   |               |   |
| 43.                        | June 1/09                         | East Bamfield Parking Plan  | Mike          | Part of OCP review in 2012  |
| 44.                        | June 1/09                         | Bamfield OCP Review   | Mike          | Working with VIU  |
| 45.                        | 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   |
| 46.                        | n/a                               | Airport Zone Bylaw – AV Airport/Long Beach Airport  | Mike          | AV Airport bylaw for adoption this month                                    |
| 47.                        | n/a                               | Alberni Valley OCP Review   | Mike          | In progress   |
| 48.                        | Apr. 27/11 BD                     | The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed  | Mike          | Working with Agricultural Development Committee – Meeting scheduled in June |
| 49.                        | Aug. 10/11 COW                    | Added to Action List: Provide the Bamfield Community Hall Association with information (including regulations) on building a new hall at Bamfield Centennial Park   | Mike          | Working with Community Hall Association                                     |
| 50.                        | Feb. 1 <sup>st</sup> EA Directors | Conduct a review of Building Permit Fees  | Mike          | June 2012   |
| 51.                        | March 14 <sup>th</sup> COW        | Review the ACRD's procedures, timelines & bylaws for dealing with bylaw infractions and investigate possible changes for consideration by the Board   | Mike/<br>Alex | Investigating   |

| No. | Date                         | Action Item   | Assigned to | Target Date/Update   |
|-----|------------------------------|---|-------------|--|
| 52. | April 11 <sup>th</sup><br>BD | Apply to the Ministry of Transportation for a permit to construct the dock at the west end of Nuthatch Road & to Ministry of Forests for foreshore tenure | Mike        | Application sent to Ministry of Transportation and Ministry of Forests |
| 53. | May 23/12<br>Board           | The Board made appointments to the Beaver Creek, Cherry Creek, Beaufort and Sproat Lake APC's - Update lists & advise appointees                          | Charity     | Done   |

Issued: June 7, 2012

## **Chairperson's Report – May 2012**

The following is a list of my activities as Chairperson for the Alberni-Clayoquot Regional District for the month of April/May 2012.

On April 23, 2012, I attended a Cherry Creek APC meeting. There were two applications forwarded to the Alberni-Clayoquot Regional District Board.

April 23, 2012, met with Forest Watershed Alliance – “Char’s Landing”.

At the Electoral Area Director’s meeting held on April 25, 2012 Directors received a presentation from BC Hydro on Smart Meters.

At the April 25, 2012 Alberni-Clayoquot Regional District Board meeting Directors received a presentation from Island Timberlands on harvest plans for McLaughlin Ridge.

On April 26, 2012, I attended the A.V. Chamber of Commerce meeting. The Annual General meeting will be held in May.

On May 1, 2012, I attended an Island Timberlands Heli tour of the City of Port Alberni watershed and met with Darshan Sihota of Island Timberlands.

On May 3, 2012, I attended the Mayor’s Breakfast meeting. Guest speaker was Jim Messer, Chief Operations Manager, Coulson Aircrane.

On May 4, 2012, I attended the Vancouver Island Health Authority Capital Planning meeting in Nanaimo.

On May 7, 2012, I attended a meeting to discuss the Beaver Creek Improvement District conversion to the Alberni-Clayoquot Regional District.

On May 9, 2012, I attended an Island Timberland slide presentation on Watershed & Forest Management.

At the May 9, 2012 Alberni-Clayoquot Regional District Board meeting Directors received a presentation on an update of activities of West Coast Aquatic and the draft Coastal Plan from Kevin Head and Sheena Falconer.

On May 9, 2012, the City of Port Alberni held a Freeman Awards ceremony. Ken McRae and Ken Whiteman were both honoured.

I attended the Alberni Valley Chamber of Commerce AGM on May 9, 2012.

On May 10, 2012 the ACAN Interview Committee conducted interviews for the position of Health Network Coordinator.

On May 10, 2012, I also attended a meeting at the Mayor's office to discuss education, economics, housing and assisted living.

On May 17, 2012, I attended a meeting to discuss VIHA & BCID conversion and VIHA's role on water.

On May 23, 2012, I attended an Alberni-Clayoquot Regional District Special Board meeting and Regular Board meeting.

On May 24, 2012 I attended an A.V. Chamber of Commerce meeting. At the June 13<sup>th</sup> Chamber luncheon Mr. John Tadich of Compliance Coal will be the keynote speaker.

On May 24, 2012, I attended a tour of Nanaimo's watershed with representatives from Island Timberlands, Timberwest, City of Nanaimo, and Mayor Douglas and attended a Nanaimo meeting of VIHA's 4-3-2-1 compliance. They are putting in a \$65 million membrane filter. Nanaimo has a private, no enter zone in watershed and Nanaimo owns the land under their lake.

On May 31, 2012 I attended an Alberni-Clayoquot Regional District Administrative Health Network meeting. Coordinator Tanis Dagert was introduced. There was discussion on how she will move the Health Network forward.

Respectfully,

Glenn Wong, Chair  
Alberni-Clayoquot Regional District