



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 27, 2012, 1:30 pm

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

AGENDA

PAGE #

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

(motion to approve, including late items)

3. **INTRODUCTIONS**

a. Brenda Sauve, New ACRD Staff (from BCID)

4. **DECLARATIONS**

(conflict of interest or gifts)

5. **ADOPTION OF MINUTES**

a. **Board of Directors Meeting – June 13, 2012**

1-16

THAT the minutes of the Regular Board of Directors meeting held on June 13, 2012 be adopted.

6. **PETITIONS, DELEGATIONS & PRESENTATIONS**

a. John Ingram, William Trousdale, EcoPlan International
Re: Update on T'asii

THAT John Ingram and William Trousdale, EcoPlan International be invited to address the Regional District Board.

b. Jonathan Cross, Alberni Valley Tourism Association
Re: Update - Wind Down of Alberni Valley Tourism Association
and Request for Consent Letter for their Association

THAT Jonathan Cross, Alberni Valley Tourism Association be invited to address the Regional District Board.

c. Gary Swann, Alberni Environmental Coalition
Re: Update on Raven Coal Project with Specific Emphasis on
Concerns the Coal Port Presents for Port Alberni

19-24

- e. **CLAYOQUOT BIOSPHERE TRUST**
2011 Annual Report
(report attached separately) **129-130**
- f. **OMBUDSPERSON**
2011/12 Annual Report
(full report held in office) **131-134**
- g. **VANCOUVER ISLAND REGIONAL LIBRARY**
2011 Annual Report **141-148**
- h. **CANADIAN RED CROSS**
Thank you for Support for the Port Alberni HELP Depot **149-150**
- i. **PORT ALBERNI PORT AUTHORITY**
Improved Highway Access to Port Alberni **151-152**
- j. **DISTRICT OF WEST VANCOUVER**
Protection of Fish Habitat in Waterways **153-154**

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

9. REQUEST FOR DECISIONS & BYLAWS

- a. **ADMINISTRATIVE MEMO**
Yellow Pages – telephone book recycling **155-156**

THAT the Board of Directors receive this memo.

- b. **REQUEST FOR DECISION**
Salmon Beach Road Maintenance **157-160**

THAT the Board of Directors instruct staff to organize a joint meeting with the Ministry of Transportation, Ministry of Forests, Lands & Natural Resource Operations and ACRD staff to discuss the future of road maintenance in Salmon Beach.

- c. **REQUEST FOR DECISION**
Disconnection Procedures **161-162**

THAT the Board of Directors no longer follow the procedures of the former Beaver Creek Improvement District with regard to the disconnection process of delinquent accounts.

- d. **REQUEST FOR DECISION**
Garbage & Recycling Bylaw Amendment **163-168**

THAT Bylaw R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012 be read a first time.

THAT the location of the Alberni-Clayoquot Regional District Board of Directors meetings in July 2012 be amended as follows:

*Wednesday, July 11th
1:30 pm
Yuulu?it?ath Community Centre
406 Hit-tat-soo Road, Hitacu, BC*

*Wednesday, July 25th
1:30 pm
Huu-ay-aht Government Office
170 Nookemus Road, Anacla, BC*

- k. **ADMINISTRATIVE MEMO**
 Centennial Cleanup Days **211-212**

THAT this memo be received.

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS ONLY

- a. **BEAUFORT OFFICIAL COMMUNITY PLAN**
 Public Hearing Report and Minutes for Bylaw P1287 **213-230**

THAT the Board of Directors receive the public hearing report for Bylaw P1287.

THAT the Board of Directors receive the public hearing minutes for Bylaw P1287.

THAT Bylaw P1287, Regional District of Alberni-Clayoquot Beaufort (Electoral Area B) Official Community Plan Bylaw 2012, be read a second time.

THAT Bylaw P1287, Regional District of Alberni-Clayoquot Beaufort (Electoral Area B) Official Community Plan Bylaw 2012, be read a third time.

- b. **DVC12003, MAIBACH, 1021 BEACH ROAD**
 Development Variance Application – Report **231-236**

THAT the Board of Directors pass a resolution to consider issuing development variance application DVC12003.

- c. **RD11004, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD**
 Rezoning Application – Report and Bylaws P1296 and P1297 **237-248**

THAT the Board of Directors receive the staff report and concur with staff recommendations to proceed with the rezoning application subject to the applicants obtaining a commercial access permit from the Ministry of Transportation and Infrastructure, confirmation that a minimum of six (6) dedicated parking spaces will be provided within the portion of the property under application, the existing signage on the property being brought into compliance with the ACRD Sign Bylaw No. R1022, removal or relocation of the two trailers being stored on this portion of the property, and meeting all technical referral agency requirements.

THAT Bylaw P1296, Sproat Lake Official Community Plan Amendment be read a first time.

THAT Bylaw P1297, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time.

THAT the public hearing for Bylaws P1296 and P1297 be delegated to the Director for Electoral Area "D" Sproat Lake, the Alternate Director, or the Chairperson of the Regional Board.

d. **BEAVER CREEK OFFICIAL COMMUNITY PLAN**
Memorandum and Bylaw P1291

249-252

THAT the Board of Directors receive the staff memorandum.

THAT Bylaw P1291 Regional District of Alberni-Clayoquot Beaver Creek (Electoral Area E) Official Community Plan, 2012, be read a first time.

THAT the Board of Directors pass the following resolution: "That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan."

THAT the Board of Directors pass the following resolution: "That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020."

THAT the public hearing for Bylaw P1291 be delegated to the Director for Electoral Area "E" Beaver Creek, the Alternate Director, or the Chairperson of the Regional Board.

e. **DPF12001, PRICE, 6625 ROSEWOOD ROAD**
Development Permit Application – Report and Permit

253-260

THAT the Board of Directors pass a resolution to issue Development Permit DPF12001.

11. REPORTS

11.1 STAFF REPORTS

a.	CAO Report – June 21, 2012	261-262
b.	Planning & Development Manager Report – June 20, 2012	263-266
c.	Building Inspector’s Report – May 2012	267-268
d.	Financial Manager Report – June 20, 2012	269-270
e.	Financial Statements – May 31, 2012	271-272
f.	Environmental Services Department Report – June 21, 2012	273-276
g.	Staff Action Items Report – June 20, 2012	277-282
h.	Meeting Schedule – July, 2012	283-284

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

11.2 COMMITTEE REPORTS

- a. Fisheries Resource Committee – June 27, 2012 – B. Irving – Verbal
- b. Beaver Creek Water Advisory Committee – June 18, 2012 – J. McNabb - Verbal

11.3 CHAIR REPORT

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 Water Advisory 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, July 11, 1:30 pm, Yuułuʔiłʔatḥ
Community Centre, 406 Hit-tat-soo Road, Hitacu, BC**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 13, 2012

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

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?if?ath Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
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 Kokura
SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. INTRODUCTIONS

- a. The CAO introduced Ms. Tanis Dagert, Contract Coordinator for the Alberni-Clayoquot Health Network.
- b. The CAO introduced Mr. Bruce Forsyth and Ms. Loreen Brown, former Beaver Creek Improvement District employees, now employees of the Alberni-Clayoquot Regional District. The CAO provided background information on all

four new employees from the former BCID; Bruce Forsyth, Brenda Sauve, Loreen Brown and Keith Looker.

4. DECLARATIONS

5. ADOPTION OF MINUTES

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

MOVED: Director Kokura
SECONDED: Director McNabb

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

CARRIED

b. Board of Directors Meeting - May 23, 2012

MOVED: Director Solda
SECONDED: Director Bennett

THAT the minutes of the Regular Board of Directors Meeting held on May 23, 2012 be adopted.

CARRIED

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

MOVED: Director Bennett
SECONDED: Director Irving

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

CARRIED

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

MOVED: Director Solda
SECONDED: Director Geall

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

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ms. Susan Roth, Our Local Markets Request for Letter of Support.

MOVED: Director Kokura
SECONDED: Director McNabb

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

CARRIED

Ms. Roth provided a power point presentation on *Ourlocalmarkets.com* an initiative bringing locally produced, healthy food to you. Mr. Wayne Smith, local farmer, discussed farming in the Alberni Valley and recommendations in the Alberni Valley Agricultural Plan. They are hoping to get new people into growing locally on small lots of land. Ms. Roth advised requested a letter of support from the Board of Directors for a competition they have entered, BC Ideas: Solutions for Stronger Communities.

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to BC Ideas: Solutions for Stronger Communities competition supporting the application from Our Local Markets.

CARRIED

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

MOVED: Director Cote
SECONDED: Director Kokura

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

CARRIED

Mr. Mollon provided an overview of the 2011 Audited Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District.

MOVED: Director McNabb
SECONDED: Director Bennett

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.

CARRIED

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

MOVED: Director Bennett

SECONDED: Director Kokura

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

CARRIED

Mr. Zbeetnoff, Canadian Skyline Hotels Ltd. spoke to rezoning application RC10001 for a mobile home residential park in Electoral Area "C" (Long Beach). He provided a power point presentation of the proposed development as well as progress to date. Mr. Zbeetnoff requested the Board of Directors to consider the following:

- a. instruct Planning staff to work with them on their proposed development in order to move it forward to first reading;
 - b. seek approval for phase one - 45 manufactured home sites and one residence ;
 - c. seek approval for phase two - 138 sites and one residence.
- d. **Mr. Pat Deakin, Economic Development Manager, City of Port Alberni, regarding Update on Economic Development.**

MOVED: Director Kokura

SECONDED: Director Solda

THAT Mr. Pat Deakin be invited to address the Regional District Board.

CARRIED

Mr. Deakin provided an update on Economic Development activities to date in the region. He reported on a business retention survey he is going to be conducting primarily in the City of Port Alberni. Mr. Deakin advised that he is willing to expand the survey to include other areas if Directors are interested. The survey will start in September 2012. Mr. Deakin answered questions from Directors.

7. CORRESPONDENCE FOR ACTION

- a. **Correspondence June 4, 2012, from UBCM regarding UBCM Resolutions – Submission & Debate.**

MOVED: Director Irving
SECONDED: Director Solda

THAT this correspondence to be received and the Board of Directors instruct staff to draft a resolution for consideration at the 2012 Union of British Columbia Municipalities Convention regarding the proposed closure of Coast Guard Stations on the West Coast.

CARRIED

MOVED: Director Bennett
SECONDED: Director Solda

THAT the Board of Directors instruct staff to draft a resolution for consideration at the 2012 UBCM Convention requesting the Province to address funding to deal with Tsunami Debris.

CARRIED

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

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Board of Directors of the Alberni-Clayoquot Regional District accept the donation and terms, 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.

CARRIED

- c. Correspondence June 5, 2012 from AVICC regarding Reminder for letters of support for FortisBC's Common Rates, Amalgamation and Rate Design Application.**

MOVED: Director Solda
SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District forward a letter of support to the BC Utilities Commission supporting FortisBC's Common Rates, Amalgamation and Rate Design Application.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. Ministry Of Jobs, Tourism And Innovation regarding Catalyst Paper Corporation
- b. Thompson-Nicola Regional District regarding Annexation Impact Study
- c. The Corporation Of The City Of Vernon regarding Optional Refusal of Smart Meter Installation
- d. Tsunami Debris Coordinating Committee regarding Committee Update
- e. Ministry Of Environment regarding What to do if you find Tsunami Debris
- f. UBCM regarding In The House – Legislative Update, Highlights of the May 16-18 Executive Meeting
- g. BC IDEAS regarding Introduction to BC Ideas
- h. Alberni Valley Chamber Of Commerce regarding Thank You for Grant-In-Aid
- i. City Of Port Alberni To Timberwest, Western Forest Products, and Island Timberlands regarding copies of letters China Creek Watershed
- j. Timberwest To City Of Port Alberni regarding China Creek Watershed
- k. Public Safety Canada regarding Elimination of JEPP Program
- l. City of Burnaby regarding Provincial White Paper on a Modern Building Regulatory System and Certification of Building Officials
- m. AVICC
Copy of letter from AVICC to the Honourable Christy Clark regarding Catalyst Paper
- n. Port Alberni Centennial Committee regarding Port Alberni Centennial Celebration Homecoming Weekend – August 3-6, 2012
- o. Powell River Regional District regarding Coastal Regional Chairs Next Actions
- p. Catalyst Unionized-Staff Retiree copy of letter to City of Port Alberni regarding Catalyst Paper

MOVED: Director Bennett

SECONDED: Director Kokura

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

CARRIED

MOVED: Director Bennett

SECONDED: Director Geall

THAT the ACRD Board endorse the same resolution as City of Vernon regarding Smart Meters and send copies to member municipalities and regional district's.

DEFEATED

9. REQUEST FOR DECISIONS & BYLAWS

a. Administrative Memo regarding Finance Warrant No. 517

MOVED: Director Bennett

SECONDED: Director Kokura

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

CARRIED

b. Request for Decision regarding Cougar Smith Park Water Supply – Letter of Understanding

MOVED: Director Cote

SECONDED: Director Kokura

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.

CARRIED

c. Request for Decision regarding Appointment of 2012 Auditor

MOVED: Director Bennett

SECONDED: Director Kokura

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 31st, 2012.

CARRIED

d. Request for Decision regarding Appointments to the Salmon Beach Committee

MOVED: Director Bennett

SECONDED: Director Irving

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*

CARRIED

e. Administrative Memo regarding Ahousaht Solid Waste Transfer Station

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Ahousaht Solid Waste Transfer Station Memorandum.

CARRIED

f. Request for Decision regarding Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

CARRIED

MOVED: Director McNabb

SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

CARRIED

g. Request for Decision regarding proposed Beaver Creek Reservoir.

MOVED: Director McNabb
SECONDED: Director Bennett

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.

CARRIED

h. Request for Decision regarding Beaver Creek Water Advisory Committee.

MOVED: Director McNabb
SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012

CARRIED

MOVED: Director McNabb
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1076, Beaver Creek Water Advisory Committee, 2012

CARRIED

i. Request For Decision Regarding Appointment to the Beaver Creek Water Advisory Committee.

MOVED: Director McNabb
SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Beaver Creek Water Advisory Committee:

- Kelly Schutte
- Gord Blakey
- Wayne Hasler
- Ron Barclay
- Harold Carlson

CARRIED

- j. Request For Decision Regarding Bylaw 856-8 – Sproat Lake Fire Protection Services Area Amendment.**

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012.

CARRIED

10. PLANNING MATTERS

- a. DVC12002, Campbell, 1109 Fourth Avenue**
Development Variance Application – Memo & Permit

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Board of Directors issue Development Variance Permit No. DVE12002.

CARRIED

- b. RC10001, Canadian Skyline Hotels Ltd., Block B of District Lot 483, Clayoquot District**
Rezoning Application – Applicant Submission

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Board of Directors defer this application.

CARRIED

- c. RF11008, McIellan, 2787 Alberni Highway**
Rezoning Application – Public Hearing Report & Minutes for Bylaws P1289, P1290, and P1292

MOVED: Director Wong
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report for Bylaws P1289, P1290, and P1292 and concur with staff recommendations to amend the existing covenant, 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.

CARRIED

MOVED: Director Wong
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing minutes for Bylaws P1289, P1290, and P1292.

CARRIED

MOVED: Director Wong
SECONDED: Director McNabb

THAT Bylaw P1289, Regional District of Alberni-Clayoquot Official Zoning Text Amendment be read a second time.

CARRIED

MOVED: Director Wong
SECONDED: Director Kokura

THAT Bylaw P1289, Regional District of Alberni-Clayoquot Official Zoning Text Amendment be read a third time.

CARRIED

MOVED: Director Wong
SECONDED: Director Bennett

THAT Bylaw P1290, Cherry Creek Official Community Plan Amendment be read a second time.

CARRIED

MOVED: Director Wong
SECONDED: Director Bennett

THAT Bylaw P1290, Cherry Creek Official Community Plan Amendment be read a third time.

CARRIED

MOVED: Director Wong
SECONDED: Director Kokura

THAT Bylaw P1292, Regional District of Alberni-Clayoquot Official Zoning Atlas Amendment be read a third time.

CARRIED

**d. Cherry Creek Official Community Plan
Public Hearing Report & Minutes for Bylaw P1278**

MOVED: Director Wong
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report for Bylaw P1278.

CARRIED

MOVED: Director Wong
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing minutes for Bylaw P1278.

CARRIED

MOVED: Director Wong
SECONDED: Director Cote

THAT Bylaw P1278, Regional District of Alberni-Clayoquot Cherry Creek (Electoral Area F) Official Community Plan be read a third time.

CARRIED

**e. RT11006, AV Airport, 7400 Airport Road
Rezoning Application**

MOVED: Director Cote
SECONDED: Director Geall

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

CARRIED

MOVED: Director Cote
SECONDED: Director Geall

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

CARRIED

11 REPORTS

11.1 STAFF REPORTS

a. Staff Action Items Report

MOVED: Director Bennett

SECONDED: Director Irving

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

CARRIED

11.2 COMMITTEE REPORTS

a. 2012 Advisory Planning Commission Appointments

i. Bamfield

MOVED: Director Geall

SECONDED: Director Kokura

THAT the following individuals be appointed to the Bamfield Advisory Commission for a two year term: Heather Washburn, Jim Spencer, Barry Otterson, Tish MacPhee, Denice Roberge, Rae Hopkins, Rase Janelle, John Mass.

CARRIED

b. Alberni Valley Committee Meeting – June 12, 2012 – G. Wong –Verbal Report

The Chairperson provided an update on the Alberni Valley Committee meeting held on June 12th. The Committee approved the Alberni Valley Landfill Closure Report commissioned by A. McGill & Associates. A staff report was also received on the Alberni Valley Flying Club's Fly-in Event at the Alberni Valley Airport on June 24th.

MOVED: Director Wong

SECONDED: Director Bennett

THAT the Alberni Valley Committee verbal report be received.

CARRIED

11.3 CHAIR REPORT

a. May 2012

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Board of Directors receives the Chairperson's Report for May 2012.

CARRIED

11.4 MEMBER REPORTS

a. RCMP Update

The Chairperson reported that the RCMP Hiring Committee is meeting at the end of June to conduct interviews for a new Inspector for the Port Alberni RCMP Detachment.

b. 9-1-1 Corporation – J. Douglas – No Report

c. Vancouver Island Regional Library – P. Cote

Director Cote reported on the Vancouver Island Regional Library Board. She brought back various documentation and information from the VIRLB for interested Directors including: Beginning to Realize Our Strategic Plan and Consolidated Financial Statements. Director Cote reported that the Port Alberni and Ucluelet branches will not be affected by the funding cuts.

d. Central West Coast Forest Society – T. Bennett – No Report

e. Emergency Planning – P. Cote/M. Kokura/C. Solda

Director Solda provided an update on the Emergency Planning Committee. A very successful Emergency Preparedness Day was held in May at Harbour Quay. A Rapid Damage Assessment workshop is coming up on June 27th. The Committee is planning to have a booth at the Fall Fair again this year & the booth is being revamped.

f. Alberni Valley Chamber of Commerce – G. Wong

The Chairperson reported that the AV Chamber of Commerce is concentrating on their CORE businesses. Keynote speaker for the September Chamber luncheon is Stockwell Day.

g. Coastal Communities Network – T. Bennett

Director Bennett reported that the CCN is still working towards an annual meeting in conjunction with the UBCM Convention.

h. West Island Woodlands Advisory Group – J. Jack – No Report

i. Island Coastal Economic Trust – G. Wong

Director Douglas provided a brief update on the Island Coastal Economic Trust. A number of applications are in progress, one from this region. The Chairperson added that 6 applications were reviewed at the last meeting and five have moved forward.

j. Air Quality Council, Port Alberni – J. McNabb – No Report

k. West Coast Aquatic Board – T. Bennett – No Report

m. Association of Vancouver Island & Coastal Communities – C. Solda

Director Solda reported on the AVICC. There is a meeting next week and Directors are welcome to forward her topics for discussion at the meeting. She reported that the overall rating of the 2012 AVICC Convention in Ucluelet was great.

n. Beaver Creek Improvement District Conversion Committee – J. McNabb

Director McNabb provided a brief update on the BCID conversion. The conversion went quite smoothly.

o. Other Reports

Director Irving reported on a meeting that he and Director Schmunk attended in Victoria with Minister Abbott regarding School District No. 70 issues. The Province has changed the funding formula affecting SD 70, in particular, cuts to transportation funding.

Director Schmunk reported on a meeting with the Minister of Transportation and Infrastructure to address short term and long term issues on Highway 4. A positive response was received on some of the short term issues.

Director Schmunk reported on a meeting with the BC Ferry Commissioner regarding pricing strategies etc. Several issues/concerns were brought forward.

Director Douglas provided a brief synopsis of various meetings that have been held with regards to Catalyst Paper.

Director Douglas reported on a meeting with the RCMP traffic division regarding moving their Parksville base to Port Alberni. It was a good meeting. Director Douglas requested the District of Ucluelet and District of Tofino to consider sending letters of support for the proposed move of the traffic division.

Director Douglas reported on his attendance at the FCM Convention in Saskatchewan. He provided an overview of various meetings and workshops he attended at the Convention. Director Solda reported that this was her first time at the FCM Convention. She provided an overview of the FCM election process, which differs from the UBCM election process. The Convention was an excellent opportunity to network and promote the Alberni-Clayoquot Region.

Director Cote reported on the activities of the Alberni Valley Museum and Heritage Board including: Eye Spy for Kids, digitization of photos in the archives online and development of a placemat outlining activities for the Port Alberni centennial celebrations.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Board of Directors receive the Member Reports.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

MOVED: Director Kokura

SECONDED: Director Bennett

THAT Mr. Jim McManus be allowed to address the Regional District Board.

CARRIED

Mr. McManus spoke in favour of subdividing within the Agricultural Land Reserve.

15. IN-CAMERA

MOVED: Director Kokura

SECONDED: Director Solda

THAT the meeting be closed to the public to discuss matters relating to Litigation or potential litigation affecting the Regional District.

CARRIED

Director Jack left meeting at 4:35 pm.

The meeting was closed to the public at 4:36 pm.

The meeting was re-opened to the public at 4:50 pm.

16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

17. ADJOURN

MOVED: Director Geall
SECONDED: Director Solda

THAT this meeting be adjourned at 4:50 pm.

CARRIED

Certified Correct:

Glenn Wong,
Chairperson

Russell Dyson,
Chief Administrative Officer

2011 Port Alberni COAL PORT SURVEY

As part of the socio-economic research undertaken to submit to the joint federal/provincial environmental review of the Compliance Energy Raven Coal Project, the Alberni Environmental Coalition undertook a statistically valid survey supervised by Dr. Joan Kuyek, Ottawa, respected sociologist with expertise in community and mining issues.

Timing: April – September, 2011

Method: A public announcement requested interested canvassers attend a meeting, obtain 'kits' with questionnaires and were instructed not to engage in debate but wear name tags, explain the purpose of the survey and request random individual participation through a door to door canvas in Port Alberni and at venues such as the Alberni Valley Fall Fair.

The General Survey

The survey asked three questions. Each question had three possible answers – Yes, No, Undecided. All survey respondents were required to print/sign their name and provide their address as proof of residence in the area.

1. Do you know about Raven Coal's proposal for a coal storage and loading dock near Harbour Quay?
2. Do you support construction of a coal port in Port Alberni?
3. What is your strongest reason?

Participation: 579 people participated in the general population survey and addresses were plotted on the attached map to signify broad distribution but respect the confidentiality of the respondents.

Results: 75% opposed the coal port with the main reason environmental/health concerns
11.9% supported the project with the main reason cited as jobs
12.8% were undecided citing the need for more information

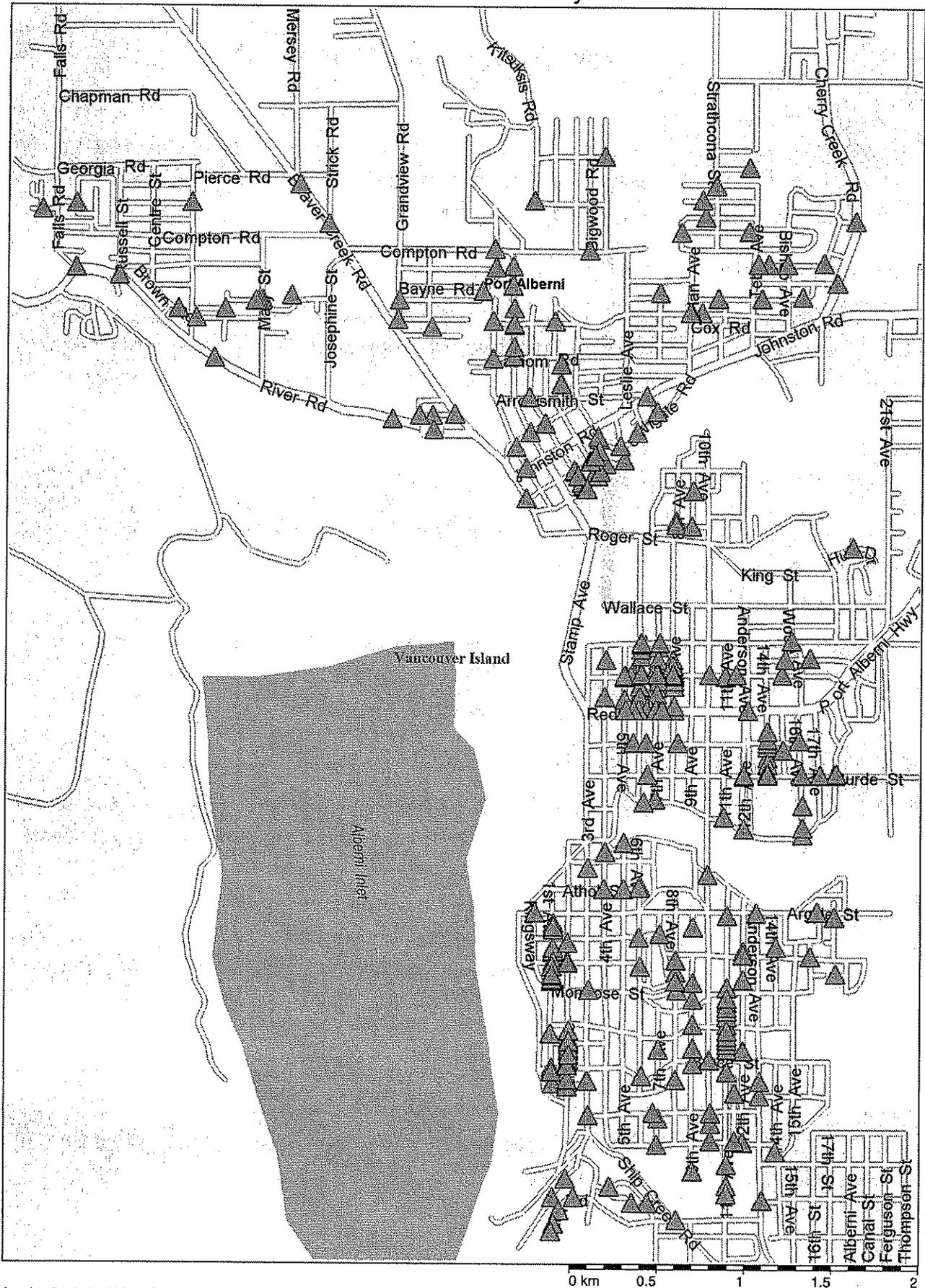
Business Survey

The same three questions were asked of 52 locally owned businesses ranging from medical/professional fields to restaurants and service oriented businesses.

Results: 70.1% opposed with 2/3 citing environmental/health reasons and 1/3 citing adverse economic impact

- 15.4% support the project
- 15.4% were undecided

Coal Terminal Survey



Copyright © 1998-2003 Microsoft Corp. and/or its suppliers. All rights reserved. <http://www.microsoft.com/mappoint>
 © Copyright 2002 by Geographic Data Technology, Inc. All rights reserved. © 2002 Navigation Technologies. All rights reserved. This data includes information taken with permission from Canadian authorities © 1991-2002 Government of Canada (Statistics Canada and/or Geomatics Canada), all rights reserved.

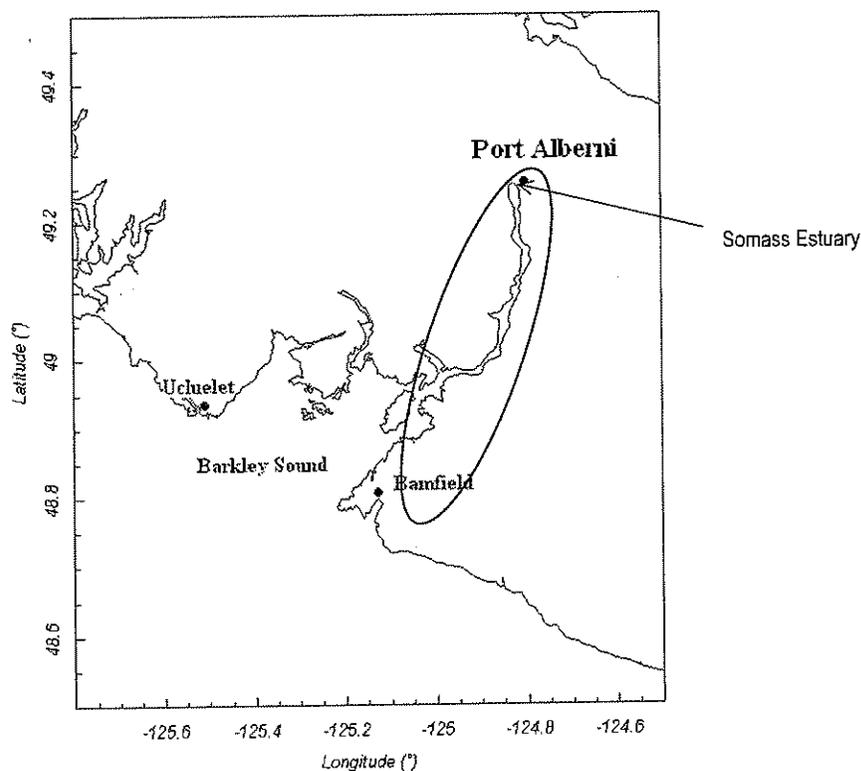
Toxic Sediments in the Upper Alberni Inlet and Somass River Estuary, Port Alberni, British Columbia

VT Woods, MES victor.woods1@gmail.com

During the years 1947 to 1993, a Kraft paper mill operated in Port Alberni, British Columbia.¹ An unintended consequence of wood fibre bleaching and industrial wood processing produced toxic chemicals that were discharged as effluent into the estuary of the Somass River and the upper reaches of the Alberni Inlet for many decades. The Alberni Inlet is a fiord (see Figure 1). The report of the Intergovernmental Oceanographic Commission Workshop states the following:²

Alberni Inlet, located on the southwestern coast of Vancouver Island, BC [Fig. 1], has many of the characteristics typical of a fiord. It is a long (70km), narrow (2 to 3 km), and steep-sided coastal feature. It has several sills that define two main basins; a smaller, 15 km long inner basin of maximum depth 130m, with a 40 m sill separating it from the larger (45km) and deeper (300 m) outer basin. The outer basin connects with the open Pacific Ocean through Barkley Sound abroad, deep 100 m sill region. At the head of the Alberni Inlet, the Somass River provides most of the freshwater discharge to the fiord. The substantial amount of freshwater discharge by the Somass River creates a two-layer structure in the fiord: a thin 2 to 4 m thick brackish water surface layer; and a more saline, thicker lower layer. The character of this vertical stratification varies considerably as the amount of fresh water discharge changes.

Figure 1. Alberni Inlet/Somass estuary study area. The Alberni Inlet extends more than halfway across Vancouver Island.



In 1972, the Fisheries Research Board of Canada issued a report showing that Kraft paper mill effluent adversely affected the marine environment of the Alberni Inlet, including “[D]irect metabolic poisoning by dissolved chemicals.”³ Ten years later, in the Fraser River estuary, high concentrations of 2, 3, 7, 8 tetrachlorodibenzodioxin were found in the eggs of Great Blue Herons, threatening their reproduction capacity, their very survival. The chemical was later traced back to wood fibre mills that used organochlorine compounds as bleaching agents. Concerned, the federal government initiated a sampling program to study the toxicity and dispersal patterns of dioxins and furans throughout British Columbia’s coastal waters.⁴

The initial toxicological results warranted the 1988 closure of numerous coastal crab and shellfish fisheries. These were followed by additional closures and advisories by Health Canada in 1989. A short time later, polychlorinated dibenzo-p-dioxins and polychlorinated dibenzofurans (PCDD/Fs) and the TEQ (2, 3, 7, 8, tetrachlorodibenzodioxin, aka TCDD, toxic equivalents) were listed as Track 1 substances and targeted for virtual elimination from the environment.⁵ These regulatory changes led to the toxin-producing Kraft mill at Port Alberni being shut down permanently in 1993. Subsequently, the paper mill at that site utilised an activated sludge effluent treatment system, which virtually eliminated dioxin and furan discharges from outflows.⁶

However, historical accumulations of dioxins, furans, pentachlorophenols (PCPs), polychlorinated biphenyl (PCBs), and methyl mercury are known to exist in bottom sediments (some at high concentrations) of the upper Alberni Inlet and estuary of the Somass River.

Over many years, the lignin producing byproducts of the paper and pulp mill processes acted to enhance the natural opaque characteristics of the estuarial water column. Such environmental conditions would have precluded photolysis and photodegradation of PCDD/Fs and TCDD. Most notable, TCDD and PCDD/Fs have very low water solubility and their adsorption to bottom sediments has been well documented⁷; research data suggests an estimated TCDD half-life in excess of 50 years.⁸ Concentrations of TCDD ranging from 4.4 to 1,750 parts per billion were discovered in soil samples taken from Times Beach, Missouri in 1982. A short time later, all 2000 residents were permanently relocated and all structures were destroyed. TCDD was also partially responsible for the abandonment of Love Canal, Niagara Falls, NY after dioxin concentrations of 10 to 100 parts per trillion to about 670 parts per million were discovered in storm sewer sediments. Although TCDD was not totally responsible for the abandonment of Love Canal, it was a factor. Further, the evacuation of Times Beach was principally due to TCDD contamination, which should be interpreted as a testimonial to the significance of this dioxin.⁹

Once discharged from mill effluent outflows, dioxins can be deposited into sediments in close proximity to the point of discharge, but are also susceptible to wider dispersal by water currents and other factors. PCBs, PCPs, PCDD/Fs, and methyl mercury have strong affinity to bottom sediments. PCDD/Fs “...end up primarily in sediments and organisms, and thus remain within the local water basin.”¹⁰ Often referred to as legacy chemicals, TCDD and PCDD/Fs are extraordinarily persistent organic pollutants that can bioaccumulate easily in biota.⁴

Regular monitoring for persistent organic pollutants from wood fibre mill effluent in the Somass estuary has largely focused on toxins that accumulate in the digestive gland of adult male Dungeness crabs.¹⁰ Although this method of monitoring is reliable as a means to predict and develop sublethal endpoints for aquatic species exposed to mill effluent and upper sediment toxicity, it does not accurately reflect historical toxic sediment accumulations. Earlier accumulations of dioxins, furans, PCBs, PCPs, and methyl mercury are not widely accessible to crab and other marine organisms as these compounds lie buried deeper under bottom sediment depositions that originated from various creeks and primarily the Somass River.

Fiordial environments replenish water at a much slower rate than more exposed coastal areas. Inlets and fiords like the Alberni Inlet and Somass estuary are more prone to higher rates of sediment accumulations that act to bury toxic chemical compounds such as PCDD/Fs. "Although annual sediment data are limited for Vancouver and Victoria harbours, crab data for these harbours, and sediment and crab data for Port Alberni suggest there has been little change in PCDD/F over time..."¹¹ The adverse environmental impacts of wood fibre mill effluent outflows and airborne emissions are beginning to be better understood. These mills have been implicated in polluting remote areas of the British Columbia coast, including Clayoquot Sound and the Queen Charlotte Islands, which are separated geographically by vast distances from mill sites.¹¹

The Canadian Environmental Protection Act defines PCDD/Fs, TCDD, PCB, and mercury as toxic substances.¹² Scientific literature shows that these compounds are capable of causing birth defects, cancers, and diabetes and that they can affect reproduction and immune systems, especially when combined with other chemicals.¹³ Under the Canadian Council of Ministers of the Environment, Policy for Management of Toxic Substances and the federal Toxic Substances Management Policy, PCDD/Fs are slated for Track 1, Virtual Elimination. Substances under this policy "are considered to pose an unreasonable and otherwise unmanageable risk to the environment and human health, and require a Canada-wide approach with the objective of virtual elimination."¹⁴ Under the Fisheries Act (RSC 1985, c. F-14, Fish Habitat Protection and Pollution Prevention, sections 34 to 43), deposition or discharge of a deleterious substance into fish habitat (spawning grounds and nursery, rearing, food supply and migration areas on which fish depend directly or indirectly in order to carry out their life processes) is prohibited.¹⁵

The above information is meant to inform and educate on the dangers of allowing the disturbance of bottom sediments by dredging in and around Berths 1 & 2 in Port Alberni's harbour in order to allow for construction of a coal export terminal. Berths 1 & 2 are under the control of the Port Alberni Port Authority. Official records indicate that no significant disturbance of sediments has occurred in and around Berths 1 & 2 since 1984.¹⁶ The Kraft mill was shut down permanently in 1993. This suggests nine years of toxic loadings in those sediments, and possibly decades of highly concentrated toxic accumulations being resuspended into a productive marine environment if sediment disturbance occurs, such as by dredging, which would be required to develop a coal port here.

Additionally, if the coal terminal proposal is allowed to proceed, resuspension of historically contaminated sediments will most likely occur on a frequent basis. The jet-induced speed of marine tugboat propellers will agitate sediments regularly, allowing for possible resuspension. Further, the re-dredging of the bottom sediments to remediate accidental coal spills that will occur during ship loading operations may also allow for resuspension, bioaccumulation, and biomagnification of toxins. A literature review of the Ridley Terminal, Prince Rupert and the Roberts Bank coal export terminals would confirm the above coal spillage assertions.

References

- ¹British Columbia Ministry of Water, Land and Air Protection. 2001. NORSKE CANADA, Port Alberni Division Audit, pp. 5.
http://www.llbc.leg.bc.ca/public/pubdocs/bcdocs/414754/norskecanada_portalberni_audit.pdf.

- ²Stucchi, D. Intergovernmental Oceanographic Commission Workshop Report No. 85; Intergovernmental Oceanographic Commission Workshop on Coastal Oceanography in Relation to Integrated Coastal Zone Management UNESCO, Kona, Hawaii, June 1992, pp. 11. <http://unesdoc.unesco.org/images/0009/000955/095579eo.pdf>.
- ³Parker, R.R., and J. Sibert. 1972. Effects of Pulp Mill Effluent on the Dissolved Oxygen Supply in Alberni Inlet British Columbia. Fisheries Research Board of Canada. Technical Report No. 316. (pp. 7). <http://www.dfo-mpo.gc.ca/Library/28626.pdf>.
- ⁴Health Canada. (ND). First priority substances list (PSL1). Polychlorinated Dibenzodioxins and Polychlorinated Dibenzofurans. <http://www.hc-sc.gc.ca/ewh-semt/pubs/contaminants/psl1-lsp1/index-eng.php>.
- ⁵Environment Canada. 1998. Toxic Substances Management Policy, Chemicals Evaluation Branch. Canada Gazette Vol. 132, No. 27. <http://www.ec.gc.ca/toxiques-toxics/default.asp?lang=En&n=1794091E-1>.
- ⁶Catherine Berris Associates. 2004. Somass Estuary Management Plan. Unpublished report, pp. 30-1). <http://www.acrd.bc.ca/cms/wpattachments/wplD246atID785.pdf>.
- ⁷Hatfield Consultants Ltd. 1998. Preliminary Assessment of Environmental Impacts Related to Spraying of Agent Orange Herbicide During the Viet Nam War. <http://www.hatfieldgroup.com/UserFiles/File/AgentOrangeReports/CIDA614/default.htm> (see: River Sediments; Tables and references to dioxin studies).
- ⁸EPA (US Environmental Protection Agency). (ND). Technical Factsheet on: Dioxin (2,3,7,8-TCDD). EPA 821-B-94-005 1613. Environmental Fate, pp. 2. <http://www.epa.gov/ogwdw/pdfs/factsheets/soc/tech/dioxin.pdf>.
- ⁹National Toxicology Program. (ND). Report on Carcinogens, Eleventh Edition. 2,3,7,8-Tetrachlorodibenzo-p-Dioxin (TCDD); "Dioxin" CAS No. 1746-01-6. Exposure, pp. 2. <http://ntp.niehs.nih.gov/ntp/roc/eleventh/profiles/s168tcdd.pdf>.
- ¹⁰British Columbia Coast and Marine Environment Project. 2005. Industrial Contaminants; pp. 14-16, 20-23. http://www.env.gov.bc.ca/soe/indicators/bcce_temp/02_industrial_contaminants/technical_paper/industrial_contaminants.pdf.
- ¹¹Yunker, M.B., W.G. Cretney, and M.G. Ikononou. 2002. Assessment of chlorinated dibenzo-p-dioxin and dibenzofuran trends in sediment and crab hepatopancreas from pulp mill and harbor sites using multivariate- and index-based approaches. Environ. Sci. Technol. 36:1869-1878.
- ¹²Environment Canada. 2011. Toxic Substance List – Schedule 1. <http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=0DA2924D-1&wsdoc=4ABEFFC8-5BEC-B57A-F4BF-11069545E434>.
- ¹³Health Canada. (ND). Environmental and Workplace Health. Dioxins, furans, PCB, TCDD. Environmental Risk Assessment. http://www.hc-sc.gc.ca/ewh-semt/pubs/contaminants/psl1-lsp1/dioxins_furans_dioxines_furannes/risk-enviro-risques-eng.php.
- ¹⁴Canadian Council of Ministers of Environment. 2001. Canada-wide standards for dioxins and furans. Winnipeg, MN. http://www.ccme.ca/assets/pdf/d_and_f_standard_e.pdf.
- ¹⁵Department of Justice. 2011. Fisheries Act (RSC, 1985, c. F-14). <http://laws-lois.justice.gc.ca/eng/acts/F-14/FullText.html>.
- ¹⁶Brad Madelung. <bmadelung.papa@portalberni.ca> "Info Request," email, 24 Feb 2011.

Tracy Bond

From: Chairperson [chairperson@acrd.bc.ca]
Sent: Tuesday, June 19, 2012 2:42 PM
To: Tracy Bond
Subject: FW: Alberni Regional Transportation Committee Information

For the Board agenda
W.

-----Original Message-----

From: Christopher Alemany [<mailto:chrisale@gmail.com>]
Sent: Tuesday, June 19, 2012 10:25 AM
To: Mayor Port Alberni; Brad Madelung; ACRD Chair; cindysolda@me.com
Cc: Editor Times; Susan Quinn; Westerly News; Minister TRAN:EX Transportation; Ken Watson; Russell Dyson
Subject: Alberni Regional Transportation Committee Information

Dear Mayor Douglas, Mr Madelung and ACRD Chairpersons,

I am very concerned about the truck route proposals made by the Alberni "Regional Transportation Committee", of which your staff are reportedly representatives. I am even more concerned that proposals have submitted to the Ministry of Transportation without any public information or consultation whatsoever.

As elected representatives and public servants I believe that you have a moral and legislated responsibility to provide this information to the public.

I request that you provide to me, or post online or in hardcopy at your offices, any and all documents created or discussed by the Regional Transportation Committee or submitted to the Ministry of Transportation. I request that you have your staff produce these documents before July 1st.

If you have any questions please contact me by this email anytime or by phone after 5PM or on weekends at 250-723-0889.

Thank you for your prompt attention to this matter,

Sincerely,

Chris Alemany

Chris Alemany
3854 6th Ave.
Port Alberni, BC
V9Y4M2
<http://www.norailnocoal.ca>



REQUEST FOR DECISION

DATE: April 2nd, 2012

TO: Coastal Regional Districts: Alberni Clayoquot Regional District, Capital Regional District, Central Coast Regional District, Comox Valley Regional District, Cowichan Valley Regional District, Islands Trust, Kitimat-Stikine Regional District, Metro Vancouver Regional District, Mt. Waddington Regional District, Nanaimo Regional District, Powell River Regional District, Skeena-Queen Charlotte Regional District, Squamish-Lillooet Regional District, Strathcona Regional District, Sunshine Coast Regional District, Territorial and Tribal Councils located within the Pacific Watershed.

TARGET DECISION

DATE: May 15th, 2012

SUBJECT: Participation as a Sustaining Member of the Board of Directors for the Coastal Community Network

RECOMMENDATION:

1. That the Board | Council approve Membership in the Coastal Community Network as a sustaining Member at the levels currently assessed or if a new Member, as an Associate Member rate of \$250.00 and amend the organizations Corporate Strategy to recognize this Membership as a Strategic Action to support the desired outcomes of the Regional District | Tribal Council;
2. That the Board | Council appoint a Member to serve on the Interim Board of Directors of the Coastal Community Network, effective immediately, so that the Network can commence communicating through the appointee.”
3. That the Board | Council advise it’s other local and aboriginal government associations that it has provided a resolution of support in principle for the interim status of the Coastal Community Network, subject to the approval of a revised business plan, revised governance policy, and revised financial requirements expected at Friday September 21st 2012 in the afternoon of the First Nation Summit at the Chief Joe Mathias Centre and the Union of BC Municipalities meeting scheduled for September 23rd to 28th, 2012 in Victoria, British Columbia.

Chief Administrative Officer Comments:

Those CAO’s that participated in the March 27th 2012 consultation with representatives of the existing Board of Directors for the Coastal Community Network advised that:

4. If they were existing Members, they would continue support for the 2012 year to allow for others to come forward as part of the interim process, and support interim appointments to the Board even though newcomers may not be contributing an assessment commensurate with their population;
5. Non-Members and lapsed Member CAO’s advised that they could not support renewed participation in the Network without a clear business plan, governance policy and financial plan to take forward to their Boards|Councils for approval.
6. The Network will have to clearly demonstrate the value of having Regional District and Tribal Councils participate in terms that are tangible.

The Network will report out on its findings from the Regional District consultation at the AVICC meetings scheduled for Saturday April 14th 2012. The Network will also forward copies of the update to the NCLGA, LMGA, UBCM and First Nations Summit.

IMPLICATIONS OF RECOMMENDATION

These resolutions set the stage for corporate planning for the Network. The Network has indicated that with the resolutions of support and the appointment of interim Board Members, they will be in a position to have direct links to the core Members to receive, comment and make resolutions with respect to the changes discussed at the consultation and during the 2011 year of forums.

Organizational:

Limited staff implications for these resolutions. The CAO will be required to maintain contact with contract staff at the Network with respect to being informed on progress.

The Network would like its Board to be comprised of Chairs only. In previous years, some appointees took license with their representation and caused confusion. With the Board being comprised of Chairs and their designates, there should be no problem with respect to interpreting intent. However, recognizing that Chairs have additional responsibilities designated Members of the Board | Council will be welcome.

There are no in-person meetings anticipated between now and UBCM. There will be 2 or 3 teleconferences of the Board to ratify electronic resolutions.

Existing Members will sustain Network commitments to processes in progress.

Financial:

The exiting two Regional Districts may maintain their commitments at ~\$5,000 each with a number of Associate Members comprised of some Regional Districts, Area Municipalities, Tribal Councils and Bands will contribute \$250.00 for 2012. It would be appropriate for those rejoining the Network to consider this contribution for 2012 while the Financial Policy is reviewed.

Discussion at the consultation resulted in an indication of support for \$10,000 and \$5,000 annual contributions against a five year plan, with the Interim Board preparing the population break between the two amounts. The Associate level can be expected to be increased as will.

With policy decision anticipated for September 2012, all sustaining organizations will receive the request to participate in October 2012 for the 2013 year.

Other revenue streams to be developed from private market fees for service.

Policy:

The Network is wholly owned and governed by the leadership from local and aboriginal government, spanning [3] of the UBCM Area Associations and the First Nation Summit. This subject area should be considered in the same light as FCM and UBCM contributions or regional planning and sustainability.

Implementation/Communications:

When approved, the Chair is to communicate its outcomes by forwarding a copy of its resolutions to the UBCM with copies to AVICC, LMGA, NCLGA, and First Nations Summit with a courtesy electronic copy to the Network. This is required so that UBCM, Area Association and First Nation Executive are directly informed of the interest of the Regional District | Tribal Council's interest in supporting the Network's aspirations.

Other:

2013 is the Twentieth Anniversary of the Coastal Community Network. This Network was built by Regional Districts, for Regional Districts. It was also built by Tribal Councils, for Tribal Councils. This clearing house for information and positions is required to enable social, environmental, economic and governance issues and opportunities to progress.

BACKGROUND

The Coastal Community Network engaged in consultations at Area Association meetings, UBCM and First Nation Summit in 2011. The direction given by participants was to position the Network as a nimble and responsive collaboration of local and aboriginal government across local and aboriginal government boundaries.

The mandate is to determine what areas within the main headings of social, environmental, economic and governance can be agreed upon in sub area forums, determine which is the best vehicle to use to operationalize the subject area, then take action.



The UBCM and First Nations Summit made it clear that the Membership that both parties enjoy, are the ones to request the actions. The Network is a means of soliciting input on emergent and urgent issues and opportunities during the course of the year. Appropriate referrals to the UBCM and First Nations Summit, plus quarterly Decision Briefings Notes will supplement individual interests on a year round basis.

Report/Document:

Attachments to this report include:

- March 28th 2012 Report to the CCN Board of Directors resulting from the consultation
- Attachment 1- The List of Sustaining, Associate and Corresponding Members of the Network in 2011
- Attachment 2 - Purposes of the Coastal Community Network Articles of Incorporation
- Coastal Community Network Balance Sheet at 31|12|2011
- Coastal Community Network Income Statement 01/01/2011 to 31/12/2011
- Excerpt from Primer on Regional Districts in British Columbia, Province of British Columbia Ministry of Community Services 2006 pp. 7-10

Key Issue(S)/Concept(S):

The Key concept to be addressed by participating in the Coastal Community Network includes:

Collaboration across the Pacific Watershed on issues and opportunities of common interest in terms of local and aboriginal government cooperating on issues and opportunities upon which they agree;

Creating and maintaining sub-regional for the receipt, discussion, assessment and referral of opinions back to local and aboriginal governments for action;

The determination of issues and opportunities that need to move through area associations to get to UBCM and First Nations Summit for action, and those that the Network can act upon;

Using a Network of contracted coordinators located in the appropriate Regional District and Tribal Council offices across the region, with contracted management located in Victoria British Columbia, sized to suit the needs of the 18 month planning horizon;

Subject matter may include, but not be limited to:

Can-Am Oceanic Yacht Alliance opportunities for communities

Coast-Guard Canada response and operations

Coastal and Ocean Transportation policy feedback

Coastal Policing [RCMP, CO's, FOC, Coast Guard, Immigration]

Coastal Sustainability Charter

Coastal; Ferries and associated environmental responses to spills and bilge water

Consultation on resource extraction, management and transportation

Consultation with marine transportation industries with respect to short sea shipping, coastal barges, shipping, servicing and navigation

Coordinated coastal tourism development with respect to visual impacts implications for Cruise Ships

Coordination with private sector response to derelict vessels

Emergency spill response and clean-up coordination

Fisheries and Oceans Research and Development

Fisheries Allocation and Processing Canada Groundfish Development Authority, Foreign Fishing and Aboriginal Governments

Fisheries and Oceans Enforcement

Impact of the continued centralization of Ocean Services

Impacts of Treaty and Settlement related to aboriginal governments



High unemployment and High lack of skill labour resolution
Lighthouse maintenance, operations and acquisition
Marine and Protected Parks Planning process
Marine Area Provincial Planning processes
Marine Protected Area Processes
Marine Spatial Planning
Ocean Debris clean-up coordination
Pacific North Coast Integrated Management Area Planning Process [PNCIMA]
Protocol Agreement coordination and optimization of common ground subjects

Responses to Regional Workforce Tables
Retaining Youth through meaningful employment coordination with resource and manufacturing industries
Reporting on Rates of the loss of Coastline to Urban Uses
Sea Level Rise response and mitigation
Search and Rescue coordinated operations
Shared Services and Actions where appropriate
Tsunami Early Warning CANADA response
Tsunami Ocean risk management
Vulnerable Areas research Geologic Survey of Canada and BC

Relevant Policy:

This regional approach fits with the core mandates of Regional Districts and Tribal Councils which is to secure the best available information, from valuable and trusted sources. Policies that this concept addressed include the financial planning, corporate planning, land and marine use planning, economic planning, sustainment planning and environmental management functions of Regional Districts and Tribal Councils.

Desired Outcome:

It is expected that urgent and emergent responses required by participants will be reduced by 50% in the first year and 5% per year as the Network emerges from its interim position;

There will be more than \$10,000 benefit in terms of a demonstrated leverage of financial contributions to results as demonstrated in the 3 to 1 ratio justified in the attached report;

A new standard in terms of expectations through local and aboriginal protocol agreements will emerge through the deliberation at the Network while it identified those areas of common interest and common ground;

There will be reduction in the frequency of requests to act on the Chair and desk of the CAO in terms of time required to investigate and report on major projects, issues and opportunities across the region, resulting in a better informed Board | Council;

More clarity in terms of confidence in the region by both constituents and prospective investors as linkages to the appropriate respondents will be made more quickly and realistic expectations will emerge in terms of relevant issue and opportunity subjects.

By the end of the first quarter of 2013, the Coastal Community Network will have produced its first fully coordinated briefing note to its Members and correspondents, with full participation by local and aboriginal governments across the region.

RESPONSE OPTIONS

The failure of Regional Districts and Tribal Councils to resolve to participate in the Network will result in a recommendation to wind up the Association.

Alternatives:

There are no alternatives.

Prepared By: Patrick N. Marshall, Consulting Economic Developer
and Contract Management for the Interim Coastal Community Network





Reviewed By Executive Committee:

Submitted By:

Reviewed By:

Other Review:



REPORT TO THE BOARD OF DIRECTORS

Date: March 28th, 2012
To: Coastal Community Network Board of Directors and Members
From: Patrick Marshall, Consulting Economic Developer
and Contract Manager, Capital EDC Economic Development Company
Subject: Coastal Regional District Chairs and CAO Consultation

Recommendations:

- 1.1. That the Board engage in a transition which would have all Coastal Regional Districts appoint representatives to the Board of Directors in 2012, suspending new fees until they can be accommodated in the 2013 Budget process;
- 1.2. That the Board update the goals of the organization to reflect contemporary results oriented outcomes, on or before June 2012;
- 1.3. That the Board seek Letters of Expectation with the AVICC, NCLGA, LMGA, and UBCM associations and corresponding First Nation Summit as to how the Association will uphold the other Association mandates while allowing the Coastal Community Network to respond to those issues and opportunities that are specifically "Coast and Ocean Watershed" oriented, on or before June 2012.

Discussion

The conversations held on March 27th 2012 with representatives of 9 of 14 Coastal Regional Districts assisted the Board in understanding what the remaining 12 Regional Districts need to make a commitment to participating both operationally and financially in the continued operation of the Network. The Board was also pleased to acknowledge the presence of Ms Iris Hesketh-Boles representing the AVICC.

Key conclusions from this consultation included;

- 2.1. That there is some interest in participating in the Network, both the mandate, outcomes and goals requiring clarification and refinement;
- 2.2. That a one-size fits all financial requirement from all Regional Districts will not work as there are smaller corporations that need consideration as they do not have the financial resources and there are perception issues regarding the importance of governing the Coastal Watershed;
- 2.3 There is some agreement that the Network could serve as a nimble and quick response group to emergence issues and opportunities that arise during the annual resolution cycle of the UBCM and Area Associations;
- 2.5 Collaboration across Area Associations and with Aboriginal Governments on Coastal and Ocean subject matter is considered an appropriate mandate for the organization.
- 2.6 The Regional District representatives require a check list of subjects so that they can communicate back to their respective Boards and Staff. Unfortunately, those that could see specific applications did not share them at this time and so volunteers will have to poll them prior to the next meeting.
- 2.7 The financial value of volunteer time, professional pro-bono time leveraged into this process needs to be accounted for so that Regional Districts and Aboriginal Governments can understand the values leveraged by collaboration. In 2011, Members of the Board and other volunteers donated:
 - more than 24 hours per meeting
 - a consultants rate of \$150 per hour
 - \$3,600 per person;
 - with more than 9 processes;
 - an average of five meetings per year;
 - two people per meeting;



- an average travel and accommodation cost of \$1,500 per meeting;
- 90 meeting events a year by \$5,100 per event;
- ~\$45,900.00 leveraged by a 2011 revenue contributed by local and aboriginal governments of \$14,891.31;
- This excludes time contributed by professionals in support of the organization in deferred billing of more than \$50,000;
- or a ratio of 3:1.

2.8 The Governance approach should be converted to Results Governance [Carver] so that the Board can refine the mandate and results can be reported on a 90 day basis;

2.9 The financial contributions indicated should be set at \$10,000 and \$5,000 per Regional entity, with the ability to accommodate challenged organizations and Associate fees should be adjusted as well. The Network should invoice for 2012 based on existing structures and give notices for changes at the AGM planned for September in association with UBM.

2.10 That the AVICC, NCLGA, LMGA, UBCM and First nations Summit be provided a full seat at the Board of Directors table on the same basis as Regional Districts and Tribal Associations, and that the articles of incorporation be revised to reflect this.

The Board has been given the opportunity to present as part of the AVICC AGM, but none of the other Associations. The Co-Chairs will have to write to the other Executives concerning this. However, none of the other Associations will respond without an indication that a majority of Regional Districts support this action.

Therefore, this report along with a follow up letter to each Regional District and Tribal Organization, attached to a financial estimate and plan for 2012, should be delivered as soon as possible. A resolution of support such as the following should be requested:

“That the Board of Directors supports the request of the Coastal Community Network for scheduled time within the AGM programs of the UBCM and the First Nations Summit to report out on the progress of the Network, Invest appointed Members of the Board and elect the appropriate Executive of the Association and conduct its Annual General Meeting.”

And;

“That the Board of Directors will appoint Member to serve on the Board of Directors of the Coastal Community Network, effective immediately, so that the Network can commence communicating through the appointee.”

And”

“That the Board of Directors supports and recognizes the Coastal Community Network representing the Regional District interest in Coastal and Ocean processes as a correspondent on the basis that the Network, and everyone that it works with it, recognizes that final decision making is the prerogative of the Regional District Board of Directors.”

At the completion of the 2012 UBCM AGM, The Coastal Community Network will provide an overview of which UBCM resolutions it is monitoring and which ones it can incorporate in its annual operating plan. This will ensure continuity between organizations.

Conclusion

The Coastal Community Network recognizes the mandate of the Union of BC Municipalities and the integrity of its Area Associations, the AVICC, NCLGA and LMGA.

The Coastal Community Network also acknowledges the United Nations Resolution on the Rights of Indigenous Peoples as an international human rights instrument adopted by the UN General Assembly on 13 September 2007. The Declaration affirms the inherent or pre-existing collective human rights of Indigenous peoples, as well as the individual human rights of Indigenous women, men and children.



Respectfully Submitted
Coastal Community Network
[Original Signed by]
Patrick Nelson Marshall
Consulting Economic Developer
Capital EDC Economic Development Company
Office: +1 250 595-8676 | Toll Free: +1 877 595-8676

patrick.marshall@capitaledc.com
www.coastbc.org

C:\Data Home Office\2 Coastal Community\Coastal Community Network Regional District Consultation March 2012.docx

Attachment 1 – Membership Roster as at December 2011

Sustaining Organizations

[**Bold Face** – Members Regular – Associate Members, have paid annual fees, Members cents per capita and associates \$250.00]

Alberni Clayoquot Regional District

Bowen Island Municipality

Central Coast Regional District

City of Campbell River

City of Nanaimo

City of Port Alberni

City of Prince Rupert

City of Richmond

District of Delta

District of Kitimat

District of Sechelt

District of Ucluelet

Dzawada'enuxw Nation

Kitimat-Stikine Regional District

Lyackson Mustimuhw Nation

Mt. Waddington Regional District

Nuu-chah-nulth Tribal Council

Nuxalk Nation

Skeena Queen Charlotte Regional District

Tseshaht First Nation

Toquaht Nation

Town of Port McNeill

Township of Esquimalt

Village of Gold River

Village of Sayward

Wei'Wai'Kum Nation.

Corresponding Organizations and Individuals

[The rest of local and aboriginal governments and individuals copied on most actions no fees at this time]

Ahousaht Nation

BoKeĆen Pauquachin Nation

Capital R.D.

Chemainus Nation

City of Colwood

City of Courtenay

City of Duncan

City of Langford

City of Parksville

City of Powell River

City of Terrace

City of Victoria

City of White Rock

Comox Valley R.D.

Council of Haida Nations

Cowichan Valley R.D.

Da'naxda'xw Awaetlala Nation

District of Central Saanich

District of Highlands

District of Lantzville

District of Metchosin

District of North Cowichan

District of North Saanich

District of Oak Bay

District of Port Edward

District of Saanich

District of Sayward

District of Sooke

District of Squamish

District of Stewart

District of Tofino

Ditidaht Nation

Ehattesaht Nation

Esquimalt Nation

First Nation Summit

Gingolx Viillage Nisga'a

Gitga'at Nation

Gitlaxt'aamix Village Nisga'a

Gitwinksihlkw Village Nisga'a

Gitxaala Nation

Gwa'sala Nakwaxda'xw Nation

Gwawaenuk Tribe

Haisla Nation

Halalt Nation

Heiltsuk Nation

Hesquiaht Nation

Hul'qumi'num Treaty Group

Hupacasath Nation

Huu'ay'aht Nation

Huu'ay'aht Treaty Office

Ka:'yu:'K't'h' Che: K'tles7et'h'

Nation

Kaska Dena Council

Katzie Nation



Kitselas Nation	Quw'utsun Nation	Village of Queen Charlotte
Kitsumkalem Nation	Scia'new Nation	Village of Tahsis
Klahoose Nation	Shíshálh Nation	Village of Zeballos
K'ómox Nation	Sliammon Nation	We Wai Kai Nation
Kwakiutl District Council	Snaw'now'as Nation	Whe'la'la'u Area Council
Kwakiutl Nation	Snaw'now'as Treaty Group	Winalagalis Treaty Group
Kwa'Wa'Aineuk Nation	Snuneymuxw Nation	Xwemalhkwu Nation
Kwia'ka Nation	Songhees Nation	Corresponding Coastal
Kwicksutaineuk	Squamish-Lillooet R.D.	Parliamentarian
Ah'kwaw'ah'mish Nation	Strathcona R.D.	Honourable Gerry St. Germain, Senator
Kwikwetlam Nation	Stz'uminus Nation	Honourable John Duncan, M.P.
Laich'kwil'tach (Hamatla)	Sunshine Coast R.D.	Vancouver Island North
Treaty Society	Te'mexw Treaty Association	Honourable Larry Campbell, Senator
Lake Cowichan Nation	Tlatla'sikwala Nation	Honourable Nancy Greene Raine, Senator
Lax Kw'alaams Nation	Tloquiaht Nation	Honourable Pat Carney, Senator [Ret'd]
Laxgaltsap Village Nisga'a	Tlowitsis Mumtagila Nation	Honourable Richard Neufeld, Senator
Malahat Nation	Town of Comox	Honourable Yonah Martin, Senator
Malahat Treaty Office	Town of Gibsons	Honourable, Mobina Jaffer, Senator
Mamaleleqala Qwe'Qwa'Sot'Em Nation	Town of Ladysmith	Mr. Dan Smith , Executive, First Nations Summit
Metlakatla Nation	Town of Lake Cowichan	Mr. Gary Coons, MLA North Coast
Mowachaht Muchalaht Nation	Town of Qualicum Beach	Mr. Ron Cantelon, MLA and BC Liberal Caucus Chair
Musgamagw Tsawataineuk Tribal Council	Town of Sidney	Mr. Shane Simpson, MLA and BC NDP Caucus Chair
Musquem Nation	Town of View Royal	Mr. Wayne McGrath, President, BC Conservative Party
Namgis Nation	Tsatlip Nation	
Nanaimo R.D.	Tsawout Nation	
Naut'sa Mawt Tribal Council	Tseshah Nation	
Nisga'a Nation	Tseycum Nation	
Nuchatlaht Nation	T'souke Nation	
Opetchesah Nation	Uchucklesaht Nation	
Oweekenomuikinuxv Nation	Ucluelet Nation	
Pacheedaht Nation	University of Vancouver Island	
Penelakut Tribe	Village of Alert Bay	
Powell River R.D.	Village of Cumberland	
Qualicum Nation	Village of Lions Bay	
Quatsino Nation	Village of Masset	
	Village of Port Alice	
	Village of Port Clements	

Attachment 2 - Purposes of the Coastal Community Network Articles of Incorporation

The Constitution states that the Coastal Community Network Association is:

- (a) To be committed to the sustainable economic and social well-being of coastal communities.
- (b) To enhance the long-term viability of coastal communities through optimal involvement in building integrated and sustainable economies.
- (c) To empower coastal communities to assume greater levels of responsibility and self-reliance through the use of resources and the environment.
- (d) To provide strong advocacy on behalf of coastal communities to ensure accountability in policy development.
- (e) To facilitate communication and relations among coastal communities and to build alliances with other groups which share our goals.
- (f) To pursue the above purposes without prejudice to the land claims of First Nations.

Part 2 -- Membership



3. The members of the society are the applicants for incorporation of the society, and those persons who subsequently become members, in accordance with these bylaws and, in either case, have not ceased to be members.
4. Membership in the society is restricted to
 - (a) any British Columbia Regional District that borders on tidal waters, and
 - (b) any aboriginal Tribal Council of which the traditional territory of at least one member aboriginal government borders on tidal waters in British Columbia.
5. Any eligible Regional District or Tribal Council may apply to the directors for membership in the society and on acceptance by the directors is a member.

Part 3 -- Associates

11. Any incorporated municipality or electoral area within a British Columbia Regional District that borders on tidal waters or any aboriginal government the traditional territory of which borders on tidal waters in British Columbia may apply to the directors to become an associate community of the society and on acceptance by the directors and payment of any fee set by the directors is an associate community.
12. Any corporation or other non-governmental organization may apply to the directors to become an associate organization of the society and on acceptance by the directors and payment of any fee set by the directors is an associate organization.
13. Any individual may apply to the directors to become an associate individual of the society and on acceptance by the directors and payment of any fee set by the directors is an associate individual.





Coastal Community Network Balance Sheet at 31|12|2011

ASSET

Current Assets

Coast Capital Chequing		9,316.70
Accounts Receivable		0.00
Allowance for Doubtful Accounts		0.00
Purchase Prepayments		0.00
Prepaid Expenses		0.00
Total Current Assets		9,316.70

Capital Assets

Office Furniture & Equipment		0.00
Accum. Amort. -Furn. & Equip.		0.00
Total Capital Assets		0.00

TOTAL ASSET		9,316.70
--------------------	--	-----------------

LIABILITY

Current Liabilities

Accounts Payable		0.00
Visa Payable		0.00
HST Charged on Sales	0.00	
HST Paid on Purchases	-369.76	
HST Owing (Refund)		-369.76
Prepaid Sales/Deposits		0.00
Total Current Liabilities		-369.76

Long Term Liabilities

Bank Loans		0.00
Total Long Term Liabilities		0.00

TOTAL LIABILITY		-369.76
------------------------	--	----------------

EQUITY

Owners Equity

Owners Contribution		0.00
Owners Withdrawals		0.00
Retained Earnings - Previous Year		0.00
Current Earnings		9,686.46
Total Owners Equity		9,686.46

TOTAL EQUITY		9,686.46
---------------------	--	-----------------

LIABILITIES AND EQUITY		9,316.70
-------------------------------	--	-----------------

Generated On: 28/03/2012



Coastal Community Network Income Statement 01/01/2011 to 31/12/2011

REVENUE	
Revenue	
Provincial Contribution Agreements	0.00
Federal Contribution Agreements	0.00
Patron Contribution Agreements	0.00
Memberships	14,891.31
Reimbursable Expense Revenue	0.00
Event Revenue	0.00
Contract Revenue	0.00
Total Revenue	<u>14,891.31</u>
Other Revenue	
Interest Revenue	0.00
Total Other Revenue	<u>0.00</u>
TOTAL REVENUE	<u>14,891.31</u>
 EXPENSE	
General & Administrative Expenses	
Accounting & Legal	137.50
Advertising & Promotions	0.00
Bad Debts	0.00
Business Fees & Licenses	0.00
Amortization Expense	0.00
Insurance	0.00
Interest & Bank Charges	0.00
Event & Conference Expenses	538.72
Management Fees	0.00
Meals & Entertainment	153.65
Membership Dues	0.00
Office Supplies	1,236.62
Repair & Maintenance	0.00
Telephone/Fax/Cellular	0.00
Travel	2,788.36
Vehicle Expenses	0.00
Website Expense	350.00
Total General & Admin. Expenses	<u>5,204.85</u>
 TOTAL EXPENSE	 <u>5,204.85</u>
 NET INCOME	 <u>9,686.46</u>

Excerpt from Primer on Regional Districts in British Columbia, Province of British Columbia Ministry of Community Services 2006 pp. 7-10

2.4 What are the principles underlying Regional Districts?

Key Principles underlying the Regional District System

1. **Federal/confederal.** Federal generally means two or more levels of government where citizens interact directly with each level in terms of voting and receiving services. Confederations (confederal) are where citizens deal with the lower level government (i.e. provincial) and the lower level government deals with the higher level government (i.e. national).

Regional districts are a mixture of both federal and confederal. Rural areas have a federal relation to the region - they vote for directors and they receive services directly from the regional district. For residents of municipal areas their relationship is confederal - citizens do not vote directly for regional board members and the services are not received directly from the region but from the municipality.

The federal character is the most important principle for understanding the unique character of regional districts. The region is a federation of municipalities and rural areas. Each constituent unit is in effect a shareholder and has a seat on the board of directors. As a consequence, regional districts are part of the municipal system not separate from it. The regional district does not sit over the municipalities with the municipal units serving the region. Rather it is the reverse: the regional district exists to further the interests of its municipal members.

2. **Voluntary.** Regional districts are for the most part voluntary organizations that are "self-organizing", in effect "writing their own tickets". That is, they only provide the services that their members or their residents agree they should provide. In the early years, the only functions mandated in provincial statute were the following:

- general government for the region as a whole and especially for rural areas;
- regional planning, subsequently removed in 1983;
- long-term capital financing for municipal members and for the regional district itself through the Municipal Finance Authority pursuant to the Municipal Finance Authority Act;
- hospital capital financing pursuant to the Hospital Districts Act; and
- land use planning in rural areas, although the level of planning effort varies considerably between regional districts.

However, the benefits of the regional district framework have been increasingly recognized and other responsibilities have been mandated through provincial statute:

- solid waste management planning pursuant to the Environmental Management Act;
- liquid waste management planning pursuant to the Environmental Management Act; and
- emergency planning through the Emergency Programs Act.

In addition, regional planning powers were restored in 1995 under the Growth Strategies Amendment Act (GSAA). However, this restored version of regional planning was voluntary not mandatory.

The voluntary aspect of regional districts can be challenging in terms of so called "free-rider" circumstances - people being able to consume services without paying the full costs. However, the primary means of inducing people who are not paying the full costs is to have a system of differential user fees - those areas which are not contributing to the service in terms of property taxes pay higher user fees.

3. **Consensual.** Regional districts are for the most part consensual organizations. They rely on "borrowed power", that is they only do what their municipal members and the public agree they should do. This is quite different than relying on "statutory authority" or "direct power". It means getting things done by forging agreements and partnerships. Accordingly, extensive procedures are set out in the Local Government Act for obtaining consent of the member municipalities and, in the case of rural areas, elector assent, whether in the form of referendum, petition or counter-petition. Regional districts that bristle at the lack of direct power in comparison to municipalities are missing the point that regional districts are consensual creatures by design.

4. **Flexible.** Regional districts have a high degree of flexibility to choose which services they wish to provide and at what scale. As a consequence, every regional district has a different menu of services. The same legislation governing the Central Coast Regional District, which has 3,800 people, applies to the Greater Vancouver Regional

District, which has 2.1 million people. Each regional district provides services appropriate to its circumstances. The Central Coast Regional District is essentially a rural government providing local services such as planning, fire protection and water supply and distribution. In contrast, the Greater Vancouver Regional District is a regional government which provides regional services like water supply, sewerage disposal and air quality management.

As well, services are delivered at a variety of scales within the boundaries of the regional district. The service area can be a single municipality or electoral area, a grouping of municipalities and electoral areas or a part of a municipality or electoral area.

Services are even provided across regional districts. For example, the Greater Vancouver Regional District provides regional parks services to part of the neighbouring Fraser Valley Regional District. Similarly, the Fraser Valley Regional District provides sewerage treatment services for the City of Sumas in Washington State.

5. Fiscal equivalence. The legislation for regional districts requires a close matching between the benefits and costs of services. The intent is that residents "pay for what they get". In practice, this can mean that each service that is delivered by the regional district has a cost recovery formula. To this end, the legislation provides a wide range of cost recovery tools including taxes, charges and fees and the flexibility to vary these. As well, it requires that each service be separately accounted for in the budget and accounts of the regional district.

6. Soft Boundaries. Closely related to the principles of flexibility and fiscal equivalence is soft boundaries or custom geography. Every service provided by regional districts has a defined service area, or a custom boundary which, to the maximum extent possible, attempts to match the cost recovery with the beneficiaries of the service. Whereas "hard boundaries" are boundaries that dominate the delivery of a jurisdiction's service portfolio, in a "soft boundary" system it is the natural scope of the service delivery that dominates boundary setting.

For example, in the case of the Greater Vancouver Regional District, most services are provided to the entire regional district. However, in the case of water supply and sewerage disposal services, the costs are recovered only from the members receiving the service.

In fact, regional district boundaries are so soft that, indeed, there are many examples of services that extend beyond the boundary of the regional district encompassing other regional districts, other provinces and even other countries.



LIFE | COAST

Community to Community Forum - April 2008



WORKING FOR LOCAL AND ABORIGINAL GOVERNMENTS ON
COASTAL INFORMATION ASSESSMENT AND REFERRAL SINCE 1993

1993-2012 April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



PROGRESS REPORT



WE MOVED AHEAD IN 2011

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities

Let Your Customers Outgrow You

Make sure it's easy for people to get on board.
That is where continuous growth potential lies.

You can't be everything to everyone.



1993-2013

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



3

CONSULTATION | 2011

- AVICC Sidney April 2011
- NCLGA Prince Rupert May 2011
- First Nations Summit September Squamish Reserve 2011
- Union of British Columbia September Vancouver 2011
- Resolution B100- Working with UBCM September 2011
- Resolution C43 – Be the Clearing House for Resource Management on the Coast September 2011
- AVICC Executive Meeting January 2012
- UBCM Staff Meeting February 2012
- Regional District Chairs and CAOS at Municipal Finance Authority AGM March 2012



1993-2013

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



4

OPERATIONAL FILES INCLUDED

- **Ground Fish Development Authority Government of Canada - St. Jacques | Nobles | Steeves**
- **Ground Fish Special Industry Advisory Committee Fisheries & Oceans Canada - St. Jacques | Corazzoli**
- **Integrated Ground Fish Advisory Committee to Fisheries & Oceans Canada - St. Jacques | Huddleston**
- **Pacific Hake Advisory Committee to Fisheries & Oceans Canada - Bennett**
- **Pacific North Coast Integrated Management Area Planning Process Fisheries & Oceans Canada – Huddleston | Nobles | Abram | Lande**
- **Marine Area Planning Process Province of British Columbia**



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



5

NEW MANDATE

The Coastal Community Network exists for local and aboriginal governments as a platform to assess and refer coastal issues and opportunities relevant to maintaining communities on the coast and pacific watershed.



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



6

MANDATE SUBJECTS

- Can-Am Oceanic Yacht Alliance opportunities for communities
- Coast Guard Canada response and operations
- Coastal and Ocean Transportation policy feedback
- Coastal Policing [RCMP, CO's, FOC, Coast Guard, Immigration]
- Coastal Sustainability Charter
- Coastal Ferries and associated environmental responses to spills and bilge water
- Consultation on resource extraction, management and transportation
- Consultation with marine transportation industries with respect to short sea shipping, coastal barges, shipping, servicing and navigation
- Coordinated coastal tourism development with respect to visual impacts implications for Cruise Ships
- Coordination with private sector response to derelict vessels
- Emergency spill response and clean-up coordination
- Fisheries and Oceans Research and Development
- Fisheries Allocation and Processing Canada Groundfish Development Authority, Foreign Fishing and Aboriginal Governments
- Fisheries and Oceans Enforcement
- Impact of the continued centralization of Ocean Services
- Impacts of Treaty and Settlement related to aboriginal governments
- High unemployment and High lack of skill labour resolution
- Lighthouse maintenance, operations and acquisition
- Marine and Protected Parks Planning process
- Marine Area Provincial Planning processes
- Marine Protected Area Processes
- Marine Spatial Planning
- Ocean Debris clean-up coordination
- Pacific North Coast Integrated Management Area Planning Process [PNCIMA]
- Protocol Agreement coordination and optimization of common ground subjects
- Responses to Regional Workforce Tables
- Retaining Youth through meaningful employment coordination with resource and manufacturing industries
- Reporting on Rates of the loss of Coastline to Urban Uses
- Sea Level Rise response and mitigation
- Search and Rescue coordinated operations
- Shared Services and Actions where appropriate
- Tsunami Early Warning CANADA response
- Tsunami Ocean risk management



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuith Territory
Association of Vancouver Island & Coastal Communities



FOCUS FOR 2012

REGIONAL DISTRICTS & TRIBAL COUNCIL MEMBERS



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuith Territory
Association of Vancouver Island & Coastal Communities

Put Everyone on the Front Lines

Listening to customers is the best way to get in tune with a product's strengths and weaknesses. No one should be shielded from direct criticism and/or customer feedback



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



9

MEMBERSHIP PROFILE

- **There are 14 Regional Districts that are eligible to participate as full Members with Board Representation**
- **There are 11 Tribal Council organizations across the watershed**
- **There are approximately 158 local and aboriginal government organizations comprised of local Bands, Area Municipalities, Regional District Tribal Councils and Hereditary Wilps**
- **The Business plan is to focus on Regional Districts and Tribal Councils for 2012 with the intent of facilitating all other organizations upon request**



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



10

SUSTAINING | CORRESPONDING

SUSTAINING ORGANIZATIONS

2011
ALBERNI CLAYOQUOT REGIONAL DISTRICT
BOWEN ISLAND MUNICIPALITY
CENTRAL COAST REGIONAL DISTRICT
CITY OF CAMPBELL RIVER
CITY OF NANAIMO
CITY OF PORT ALBERNI
CITY OF PRINCE RUPERT
CITY OF RICHMOND
DISTRICT OF UCLUELET
DZAWADAENUXW NATION
KITIMAT-STIKINE REGIONAL DISTRICT
LYACKSON MUSTIMSHW NATION
MT. WASHINGTON REGIONAL DISTRICT
NUU-CHAH-NULTH TRIBAL COUNCIL
NUSKAL NATION
SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT
STRATHCONA R.D.
TSESHAHT FIRST NATION
TODUHAHT NATION
TOWN OF PONY MCKELL
TOWNSHIP OF ESQUIMALT
VILLAGE OF GOLD RIVER
VILLAGE OF SAYWARD
WETWAIKUM NATION

CORRESPONDING ORGANIZATIONS AND INDIVIDUALS

AHOUSAHT NATION
BOKSEEN PAQUOACHIN NATION
CAPITAL R.D.
CHEMAINUS NATION
CITY OF COLWOOD
CITY OF COURTENAY
CITY OF DUNCAN

CITY OF LANGFORD
CITY OF PARKSVILLE
CITY OF POWELL RIVER
CITY OF TERRACE
CITY OF VICTORIA
CITY OF WHITE ROCK
COMOX VALLEY R.D.
COUNCIL OF HADA NATIONS
COWICHAN VALLEY R.D.
DA'NAXDA'XW AWAETLALA NATION
DISTRICT OF CENTRAL SAANICH
DISTRICT OF HIGHLANDS
DISTRICT OF LANTZVILLE
DISTRICT OF METCHOSIN
DISTRICT OF NORTH COWICHAN
DISTRICT OF NORTH SAANICH
DISTRICT OF OAK BAY
DISTRICT OF PORT EDWARD
DISTRICT OF SAANICH
DISTRICT OF SAYWARD
DISTRICT OF SOOKE
DISTRICT OF SQUAMISH
DISTRICT OF STEWART
DISTRICT OF TOFINO
DITBAHT NATION
EHATTESAHT NATION
ESQUIMALT NATION
FIRST NATION SUMMIT
GINDOLA VILLAGE NISSA'A
GITGA'AT NATION
GITLAXT'AMUX VILLAGE NISSA'A
GITWINSILK'W VILLAGE NISSA'A
GITXAALA NATION
OWA'SALA NAKWAXDA'XW NATION
QWANWENK'W TRIBE
HAISLA NATION
HALALY NATION
HELIXOK NATION
HESQOAHNT NATION
HUL'QUMI'NUM TREATY GROUP
HUPACASATH NATION
HUW'AY'AHT NATION
HUW'AY'AHT TREATY OFFICE

KA-'YU-'K'TH' CHE: K'TLES'ET' H' NATION
KASKA DENA COUNCIL
KATZIE NATION
KITSELAS NATION
KITSUMKALEM NATION
KLAHOOSE NATION
K'OMOX NATION
KWAKWUTL DISTRICT COUNCIL
KWAKWUTL NATION
KWA'WA'ANEUK NATION
KWA'WA' NATION
KWICKSUT AINEUK AH'KWAWAH' MISH NATION
KWINKWELAM NATION
LACQU'WIL'TACH (HAMATLA) TREATY SOCIETY
LAKE COWICHAN NATION
LAK K'W ALAMBS NATION
LAXGALSAP VILLAGE NISSA'A
MALNULTH NATION
MALAHAT NATION
MALAHAT TREATY OFFICE
MAMALLEDALA OWE'OWA'SO'EM NATION
METLAKATLA NATION
MOWACHAHT MUCHALAHNT NATION
MUSGAMAGW TSWATAINEUK TRIBAL COUNCIL
MUSQUEM NATION
NAMOS NATION
NANAIMO R.D.
NAUT SA MAWT TRIBAL COUNCIL
NISSA'A NATION
NICHOLAHT NATION
OPETCHESAHT NATION
OWEKEENMUKINUK'W NATION
PACHECHAHT NATION
PENELAKUT TRIBE
POWELL RIVER R.D.
QUALICUM NATION
QUALTSO NATION
QW'UTSUN NATION

SCIA'NEW NATION
SHISHALH NATION
SLAMMON NATION
SNAW'NAW'AS NATION
SNAW'NAW'AS TREATY GROUP
SNIEN'WU'W NATION
SONGHEES NATION
SQUAMISH-LILLOEET R.D.
ST'ZUMINUS NATION
SUNSHINE COAST R.D.
TE'MEKW TREATY ASSOCIATION
TLETLA'SIK'WALA NATION
TLODRAHT NATION
TLOWITSIS MUMTAGILA NATION
TOWN OF COMOX
TOWN OF GIBSONS
TOWN OF LADYSMITH
TOWN OF LAKE COWICHAN
TOWN OF QUALICUM BEACH
TOWN OF SIDNEY
TOWN OF VIEW ROYAL
TSETL'P NATION
TSESHAHT NATION
TSEYCHIM NATION
T'SOKE NATION
UCHUCKLESAHT NATION
UCLUELET NATION
VILLAGE OF BLEET BAY
VILLAGE OF CUMBERLAND
VILLAGE OF LIONS BAY
VILLAGE OF MASSET
VILLAGE OF PORT ALICE
VILLAGE OF PORT CLEMENTS
VILLAGE OF QUEEN CHARLOTTE
VILLAGE OF TANSIS
VILLAGE OF ZEBALLOS
WE'WAKSA NATION
WHE'LA'LATU AREA GROUP
WIMWALAGIS TREATY GROUP
XWEMALH'WU NATION



1993-2013

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuith Territory
Association of Vancouver Island & Coastal Communities



11

RECONSTRUCTION

BUSINESS PLAN



Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuith Territory
Association of Vancouver Island & Coastal Communities

12

Scratch your own Itch

Make something that you want to use – when you solve your own problem you know exactly what the right answer is.

Plus you'll know the problem and the value of the solution immediately



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



13

RECONSTRUCTION PLAN 2012

- Consult with Regional District Chairs and CAO's March 2012
- Request permission of UBCM to for a time slot to hold Annual General Meeting during regular program at UBCM Annual General Meeting in September April 2012
- Consult with Tribal Councils and CAO's May 2012
- Request appointments to interim Board of Directors, add those not yet sustaining Members May 2012
- Revise Mandate, Governance and Articles & Circulate to all organizations June 2012
- Complete Reconstruction in conjunction with UBCM First Nation Summit Meetings September 2012



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



14

FINANCIAL PLAN 2013 - RESTART

- Existing Revenues from Membership render ~\$12,000 which is not sustainable
- Discussion with Regional Districts around \$20,000, \$15,000, \$10,000 and \$5,000 annual subscription rates which would render \$280,000, \$210,000, \$140,000 and \$70,000
- Model for 2013 Budget process @ 1/3 \$10,000, 1/3 \$5,000 and 1/3 \$250 rendering \$71,065 for the first year of the plan
- 2013 Budget allows for contract management for organization plus contributions to 6 coordinators across the watershed already employed at Regional Districts selected by Sub Regional Forums

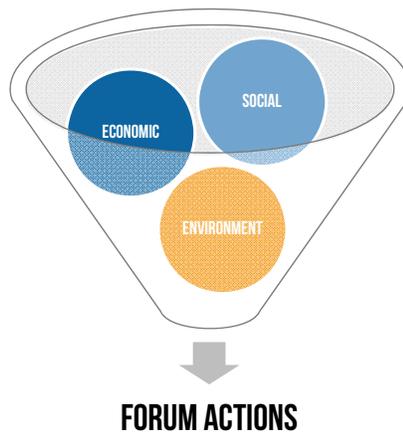


April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



15

5 REGIONAL FORUMS + BOARD



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



16

RESULTS EXAMPLE

Presentation Marketing Sales Process		
Cost of Goods	Union of BC Municipalities Presentation	Cost of Service
\$300.00	Preparation to complete Survey to provide Content	25hrs.
	Total at Conference 1200 will see 60 at presentation	3 hrs.
\$1500	Travel and Accommodation	8 hrs.
\$600	Handouts for Participants at \$10 per	10 hrs.
	Follow up with participants post presentation 1 hr. per	60 hrs.
\$2400	Total	106 hrs. x \$20 = \$2120
	5 days for 15 sales @ \$2500 10 days for 5 sales @ \$5000 Total Sales \$60,000	
	-\$10,000 to deliver the work	
	Total Sales of \$50,000 for 25 weeks work	



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



19

REAL RESULTS AND VALUE

Coastal Community Network Forums		
Cost of Goods	Functions	Cost of Service
\$ 4000	Administration Contract Management	84 hrs. @ \$ 80
\$ 4000	4 Annual Forums x 6 Forum Areas	48 hrs. @ \$ 30
\$ 2000	6 Forum Area Coordinators 10 hrs. mos. 120 x 6 = 720 hrs.	720 hrs. @ \$ 30
\$ 500	4 Board Meetings Conference Calls	10 hrs. @ \$ 80
\$ 9000	Travel Claim for Administration to Regional Forum	125 hrs. @ \$ 80
\$ 5000	Travel and Accommodation for Annual General Meeting	10 hrs. @ \$ 80
\$ 5205	Maintain Coastal Charter Policy and Presentations Annual Maintenance	62.5 hrs. @ 80
\$ 29705	Total	\$ 46360
	\$76065 1,059.5 hrs. ~30 weeks to deliver the work	
	10 resolutions for 5 Regions plus 10 overall avg. >\$100 000 each = \$ 7 000 000 value	



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



20

COASTBC.ORG
Coastal Community Network

HOME VICTORIES MOST WANTED RESOURCE CENTRE TAKE ACTION DONATE CONTACT

COMMUNICATIONS

WHO WE ARE
The Coastal Community Network is an Association of local government, aboriginal government, and hereditary leaders that represent 158 communities located in Canada's Pacific Coastal Watershed.
[LEARN MORE](#)

WHAT WE DO
We create spaces where local government, aboriginal government, hereditary leaders and parliamentarians can gather in a collaborative spirit to deliberate and respond to issues and pursue opportunities upon which we all agree on.
[LEARN MORE](#)

COASTAL ECO REGIONS
Canada's Pacific Coast is a patchwork of unique ecological provinces and sections. We organized the Network to respond in five basic Ecoregions which make it easier to coordinate between communities.
[LEARN MORE](#)

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities

Coastal Community Network

21

Less Mass

Huge organizations can take years to pivot.
They talk instead of act. Meet instead of do.

The more expensive it is to make a change – the less likely you are to make it.

April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities

Coastal Community Network

22

STEPS TO BUILDING CLOUT

- Reconstructed web site live February 2012 featuring:
- Directory of **Elected and Appointed Leaders**
- Non-partisan **Parliamentary Leaders Directory**
- Dedicated section on recent **"Victories"** by community
- Profile section **"Most Wanted"** subjects
- **"Resource Centre"** and **"Blog"** for best practises and accountability
- Profile Issues and Opportunities in the **"Take Action"** section
- Online crowd sourcing of funds for community projects

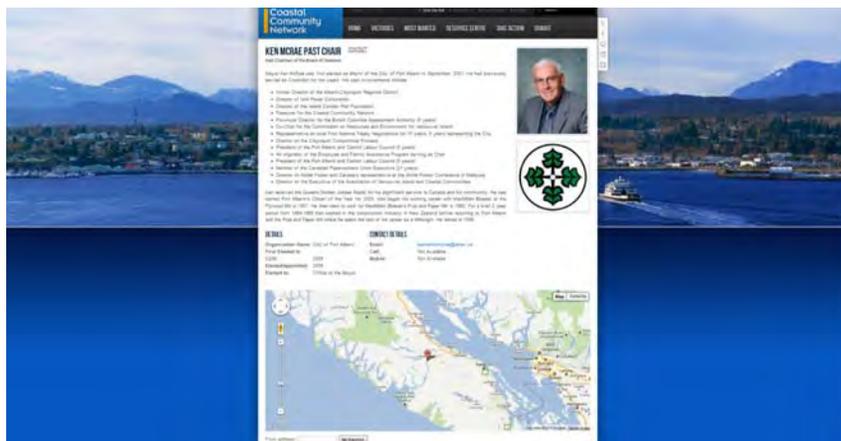


April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



23

WHO WE ARE



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



24

MOST WANTED




 April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
 Association of Vancouver Island & Coastal Communities


25

3 RESOLUTIONS WHEN YOU RETURN

1. That the Board | Council approve Membership in the Coastal Community Network as a sustaining Member at the levels currently assessed or if a new Member, as an Associate Member rate of \$250.00 and amend the organizations Corporate Strategy to recognize this Membership as a Strategic Action to support the desired outcomes of the Regional District | Tribal Council;
2. That the Board | Council appoint a Member to serve on the Interim Board of Directors of the Coastal Community Network, effective immediately, so that the Network can commence communicating through the appointee.”
3. That the Board | Council advise it's other local and aboriginal government associations that it has provided a resolution of support in principle for the interim status of the Coastal Community Network, subject to the approval of a revised business plan, revised governance policy, and revised financial requirements expected at Friday September 21st 2012 in the afternoon of the First Nation Summit at the Chief Joe Mathias Centre and the Union of BC Municipalities meeting scheduled for September 23rd to 28th, 2012 in Victoria, British Columbia.


 April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
 Association of Vancouver Island & Coastal Communities


26

Pick a Fight

Having an enemy gives you a great story to tell your customers.

Taking a stand always stands out

People takes sides. Passion are ignited. People take notice.



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



27

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be be purchased [here](#)

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen



April 2012 Ucluelet | Alberni Clayoquot Regional District | Nuuchalnuh Territory
Association of Vancouver Island & Coastal Communities



28



CAPITAL
DEVELOPMENT
EDC ECONOMIC DEVELOPMENT COMPANY

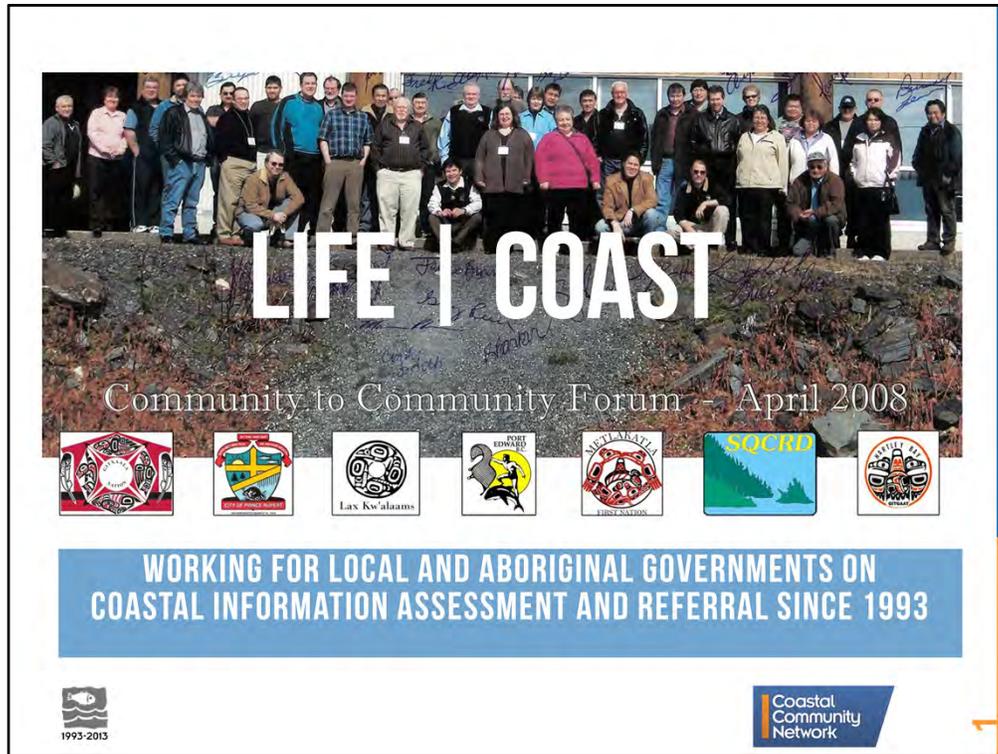
Call Patrick Marshall
At +1 250 595-8676 to

- Rework your Economic Statement
- Reconstruct your Commission
- Fix your Board of Directors
- Work for your CAO
- Help the Mayor
- Advise the Chair
- Speak with the EDO
- Update your communications
- Prepare your area strategy
- Build your business case or plan

These are the first 10 reasons to call Patrick Marshall for the next ten reasons to engage him.

 1993-2013
April 2012 Ucluelet | Alberni Clayoquot Regional District | Juan de Fuca Territory
Association of Vancouver Island & Coastal Communities

 29



Life | Coast is a presentation of the Coastal Community Network, established in 1993 to serve as an issue and opportunity clearing house for local and aboriginal governments on the Coast of British Columbia.

Presented at the Association of Vancouver Island and Coastal Communities Annual General Meeting Ucluelet April 13-15 2012.

Coastal Community Network is Co-Chaired by:

Tony Bennett, Area Director, Alberni Clayoquot Regional District

Les Sam, Chief Councillor, Tseshaht Nation [on-leave]

Presented by:

Patrick N. Marshall

Business and Economic Developer

Capital EDC Economic Development Company

4341 Shelbourne Street

Canada's Remembrance Road

Victoria, British Columbia

CANADA V8N3G4

Telephone: +12505958676

eFacsimile: +18668271524

Mobile: +125050574500

patrick.marshall@capitaledc.com

@CapitalEDCcom

Photo: North Coast Community-to-Community Forum 2008



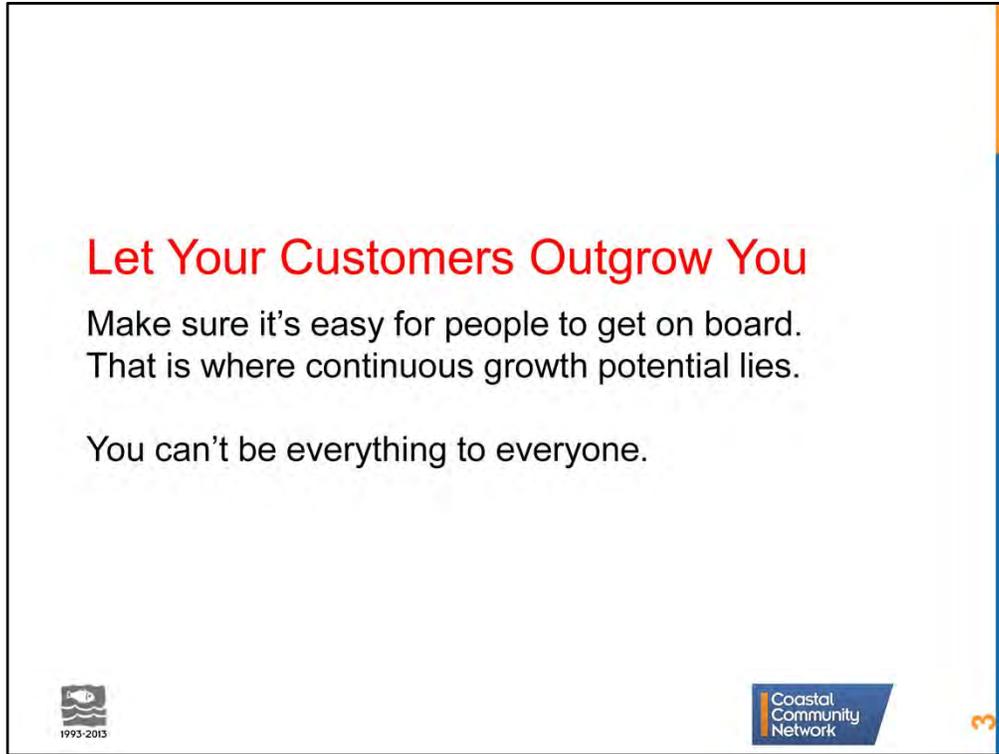
Members of the Board of Directors met with leaders at the First nation Summit September 2011 to discuss how best to proceed and ensure that aboriginal governments are served by participating in the Network.

The UBCM and its Area Associations focus on Municipalities, not the Coast.

The First Nations Summit focuses on aboriginal governments, not the Coast.

The Network focuses on the Coast, not Municipalities or how governments work. Its really that simple.

Photo: Chief Mathias Centre Squamish 2011 Patrick N. Marshall



Let Your Customers Outgrow You

Make sure it's easy for people to get on board.
That is where continuous growth potential lies.

You can't be everything to everyone.

1993-2013

Coastal
Community
Network

Let your Customers Outgrow You

This notion works for the Network as it continually refines its focus depending on what gets the most use.

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be purchased here

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen

CONSULTATION | 2011

- AVICC Sidney April 2011
- NCLGA Prince Rupert May 2011
- First Nations Summit September Squamish Reserve 2011
- Union of British Columbia September Vancouver 2011
- Resolution B100- Working with UBCM September 2011
- Resolution C43 – Be the Clearing House for Resource Management on the Coast September 2011
- AVICC Executive Meeting January 2012
- UBCM Staff Meeting February 2012
- Regional District Chairs and CAOS at Municipal Finance Authority AGM March 2012

  **4**

These are the milestones from 2011 and how representatives were consulted, leading to this refreshed approach and reconstruction.

OPERATIONAL FILES INCLUDED

- **Ground Fish Development Authority Government of Canada - St. Jacques | Nobles | Steeves**
- **Ground Fish Special Industry Advisory Committee Fisheries & Oceans Canada - St. Jacques | Corazzoli**
- **Integrated Ground Fish Advisory Committee to Fisheries & Oceans Canada - St. Jacques | Huddleston**
- **Pacific Hake Advisory Committee to Fisheries & Oceans Canada - Bennett**
- **Pacific North Coast Integrated Management Area Planning Process Fisheries & Oceans Canada – Huddleston | Nobles | Abram | Lande**
- **Marine Area Planning Process Province of British Columbia**

These are current files that the Board of Directors are working on.

NEW MANDATE

The Coastal Community Network exists for local and aboriginal governments as a platform to assess and refer coastal issues and opportunities relevant to maintaining communities on the coast and pacific watershed.

1993-2013

Coastal Community Network

The existing mandate for the Network involves the following which predates the Brundtland Commission and is not very focused:

2. The purposes of the society are:
 - (a) To be committed to the sustainable economic and social well-being of coastal communities.
 - (b) To enhance the long-term viability of coastal communities through optimal involvement in building integrated and sustainable economies.
 - (c) To empower coastal communities to assume greater levels of responsibility and self-reliance through the use of resources and the environment.
 - (d) To provide strong advocacy on behalf of coastal communities to ensure accountability in policy development.
 - (e) To facilitate communication and relations among coastal communities and to build alliances with other groups which share our goals.
 - (f) To pursue the above purposes without prejudice to the land claims of First Nations.

Mr. Moore from Metro Vancouver advised that these were too vague.

This underlying statement has been drafted for consideration by the Board of Directors for the network.

MANDATE SUBJECTS

- Can-Am Oceanic Yacht Alliance opportunities for communities
- Coast Guard Canada response and operations
- Coastal and Ocean Transportation policy feedback
- Coastal Policing [RCMP, CO's, FOC, Coast Guard, Immigration]
- Coastal Sustainability Charter
- Coastal: Ferries and associated environmental responses to spills and bilge water
- Consultation on resource extraction, management and transportation
- Consultation with marine transportation industries with respect to short sea shipping, coastal barges, shipping, servicing and navigation
- Coordinated coastal tourism development with respect to visual impacts implications for Cruise Ships
- Coordination with private sector response to derelict vessels
- Emergency spill response and clean-up coordination
- Fisheries and Oceans Research and Development
- Fisheries Allocation and Processing Canada Groundfish Development Authority, Foreign Fishing and Aboriginal Governments
- Fisheries and Oceans Enforcement
- Impact of the continued centralization of Ocean Services
- Impacts of Treaty and Settlement related to aboriginal governments
- High unemployment and High lack of skill labour resolution
- Lighthouse maintenance, operations and acquisition
- Marine and Protected Parks Planning process
- Marine Area Provincial Planning processes
- Marine Protected Area Processes
- Marine Spatial Planning
- Ocean Debris clean-up coordination
- Pacific North Coast Integrated Management Area Planning Process [PNCIMA]
- Protocol Agreement coordination and optimization of common ground subjects
- Responses to Regional Workforce Tables
- Retaining Youth through meaningful employment coordination with resource and manufacturing industries
- Reporting on Rates of the loss of Coastline to Urban Uses
- Sea Level Rise response and mitigation
- Search and Rescue coordinated operations
- Shared Services and Actions where appropriate
- Tsunami Early Warning CANADA response
- Tsunami Ocean risk management

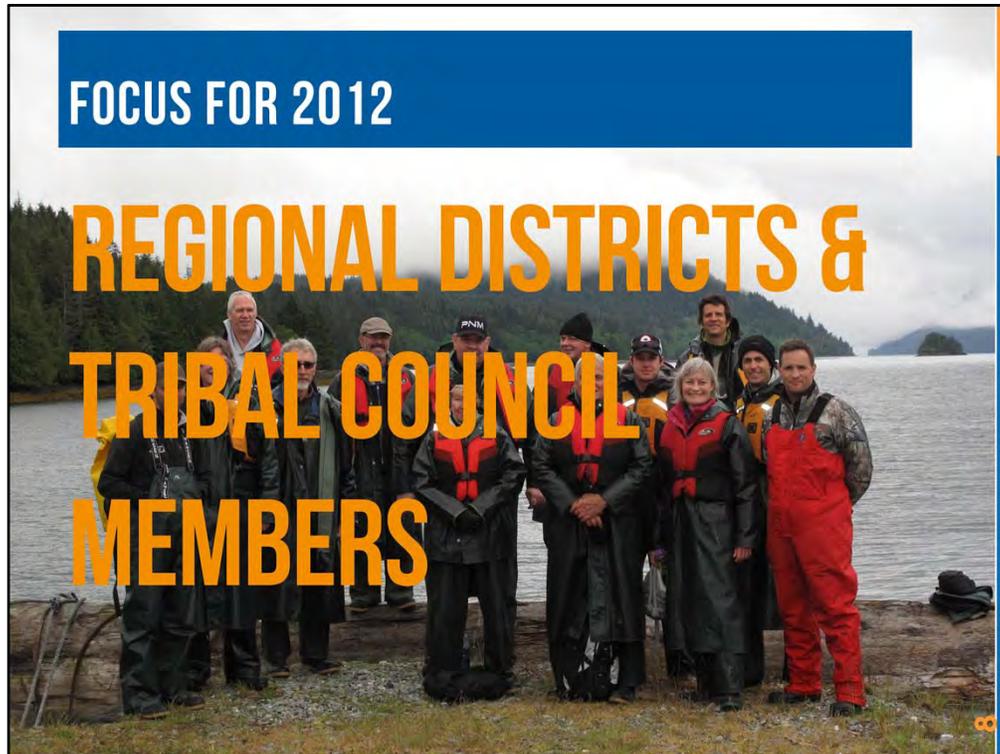
1993-2013

Coastal Community Network

These are subjects that the Network should be addressing.

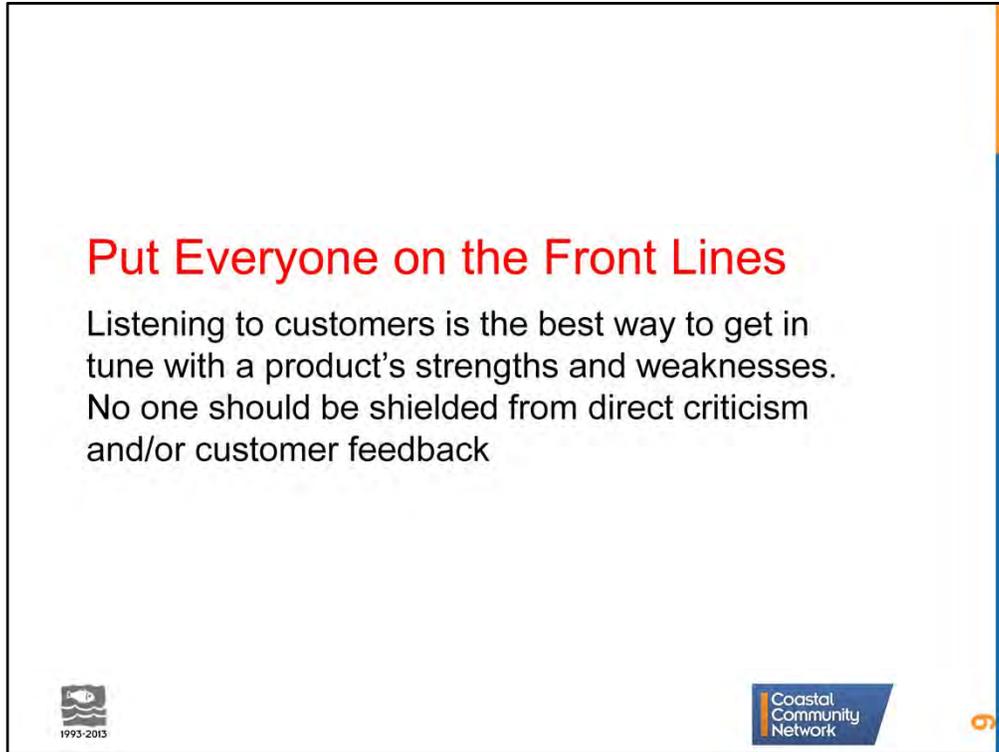
Mr. Nohr from the Sunshine Coast stated that he had a list of 20 probable subjects, but the discussion did not illuminate them.

Unfortunately, he has yet to provide his list to the network.



The Network does not have the financial resources to meet with every aboriginal government, so attempts to communicate through the First Nation Summit are being pursued.

Photo: PNCIMA participants at Moresby Camp, Queen Charlotte Islands Kim



Put Everyone on the Front Lines

Listening to customers is the best way to get in tune with a product's strengths and weaknesses. No one should be shielded from direct criticism and/or customer feedback

 Coastal Community Network 

Focusing on CAO's and Chairs is the first point in pursuing reconstruction of the Network as only Regional Districts and Tribal Council can be Members. Everyone else is an associate.

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be purchased here

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen



MEMBERSHIP PROFILE

- There are 14 Regional Districts that are eligible to participate as full Members with Board Representation
- There are 11 Tribal Council organizations across the watershed
- There are approximately 158 local and aboriginal government organizations comprised of local Bands, Area Municipalities, Regional District Tribal Councils and Hereditary Wilps
- The Business plan is to focus on Regional Districts and Tribal Councils for 2012 with the intent of facilitating all other organizations upon request

  10

Area Municipalities and Bands can participate as Associate Members. In order to make the effort focussed, 5 regional forums made up of representation from local and aboriginal governments will serve small organizational needs.

The Interim Board of Directors must be comprised of Chairs of organizations, otherwise, there is no clout. Designates are permitted, however, it is the assembly of leadership that will provide the clout that the Network requires.

SUSTAINING | CORRESPONDING

<p>SUSTAINING ORGANIZATIONS 2011</p> <p>ALBERNI CLAYOQUET REGIONAL DISTRICT BOWEN ISLAND MUNICIPALITY CENTRAL COAST REGIONAL DISTRICT CITY OF CAMPBELL RIVER CITY OF NANAIMO CITY OF PORT ALBERNI CITY OF PRINCE RUPERT CITY OF RICHMOND DISTRICT OF DELTA DISTRICT OF KITIMAT DISTRICT OF SECHelt DISTRICT OF UCLUELET OZAWAHDEN TROW NATION KITIMAT-STIKINE REGIONAL DISTRICT LYACKSON MUSTIMIRW NATION MT. WASHINGTON REGIONAL DISTRICT NUL-SHAN-NUL-TA TRIBAL COUNCIL NUXALK NATION SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT STRATHCONA R.D. TSESHAHT FIRST NATION TOUBAHT NATION TOWN OF FORT McNEILL TOWNSHIP OF ESQUIMALT VILLAGE OF GOLD RIVER VILLAGE OF SAYWARD WETWAKUM NATION</p> <p>CORRESPONDING ORGANIZATIONS AND INDIVIDUALS</p> <p>AHOUSAHT NATION BO-CECEN PAIQUACHIN NATION CAPITAL R.D. CHEMANUS NATION CITY OF COLWOOD CITY OF COURTFENAY CITY OF DUNCAN</p>	<p>CITY OF LANGFORD CITY OF PARKSVILLE CITY OF POWELL RIVER CITY OF TERRACE CITY OF VICTORIA CITY OF WHITE ROCK COMOX VALLEY R.D. COUNCIL OF HAIDA NATIONS COWICHAN VALLEY R.D. DIA NADUK'XW ANAEE TLALA NATION DISTRICT OF CENTRAL SAANICH DISTRICT OF HIGHLANDS DISTRICT OF LANTZVILLE DISTRICT OF METCHOSW DISTRICT OF NORTH COWICHAN DISTRICT OF NORTH SAANICH DISTRICT OF GUK BAY DISTRICT OF PORT EDWARD DISTRICT OF SAANICH DISTRICT OF SAYWARD DISTRICT OF SODKE DISTRICT OF SQUAMISH DISTRICT OF STEWART DISTRICT OF TOPW DITDAHT NATION EHATTESAHT NATION ESQUIMALT NATION FIRST NATION SUBMIT GINGOLX VILLAGE NISGA'A GITBA'AT NATION GITLAXT AMIX VILLAGE NISGA'A GITWIKSHILW VILLAGE NISGA'A GITXAALA NATION GWA'SALA NAKWAXDA'XW NATION GWA'WANUK TRIBE HAIKLA NATION HALALT NATION HEILTSUK NATION HESSOHAT NATION HUL QUINTANA TREATY GROUP HUPACASATH NATION HUV'AY'AH TREATY OFFICE</p>	<p>KA-'VU-'K'Y' CHE: K'TLESTETH' NATION KASSA DENA COUNCIL KATZE NATION KITSELAS NATION KITSOBKALSM NATION KLAHOUSE NATION K'OMIX NATION KWAKWITL DISTRICT COUNCIL KWAKWITL NATION KWA'WA'ANEUK NATION KWIA'KA NATION KWIKWIS ANEUK AH'KWAW'AH'MISH NATION KWIKWELAM NATION LAICH KWIL TACH (HAMATLA) TREATY SOCIETY LAKE COWICHAN NATION LAX KW ALAAMS NATION LAXGAL ISAP VILLAGE NISGA'A MALINKHA NATION MALAHAT NATION MALAHAT TREATY OFFICE MAMALELEQALA OWE'OWA'SOTEM NATION METLAKATLA NATION MOWACHAHT MICHALAH T NATION MUSUMAMAW TSAWATANEUK TRIBAL COUNCIL MUSUDEM NATION NAMDIS NATION NANAIMO R.D. NAUT'SA MAWIT TRIBAL COUNCIL NISGA'A NATION NICHALAH T NATION OFTSHECHT NATION OWEKENOMUKINUKV NATION PACHEEDAH T NATION PESELAKUT TRIBE POWELL RIVER R.D. QUALICUM NATION QUATSING NATION QU'WITSUN NATION</p>	<p>SCIA'NEW NATION SHESHALA NATION SLAMMEN NATION SNAW'NAW'AS NATION SNAW'NAW'AS TREATY GROUP SNAWNEHUKW NATION SONDHEES NATION SQUAMISH-LILLOEET R.D. STZ'UMHUS NATION SUNSHINE COAST R.D. TE'MEXW TREATY ASSOCIATION TLATLA'SIKWALA NATION TLOOCHAH T NATION TLONITSS NIMTAGLA NATION TOWN OF COMOX TOWN OF GIBSONS TOWN OF LAYSIMITH TOWN OF LAKE COWICHAN TOWN OF QUALICUM BEACH TOWN OF SIKNEY TOWN OF VIEW ROYAL TSATLIP NATION TSAWOUT NATION TSESHAH T NATION TSEYUIN NATION T'SIUKA NATION UCHUCKLESAH T NATION UCLUELET NATION VILLAGE OF ALERT BAY VILLAGE OF CUMBERLAND VILLAGE OF LIONS BAY VILLAGE OF MASSET VILLAGE OF PORT ALICE VILLAGE OF PORT CLEMENTS VILLAGE OF ODEEN CHARLOTTE VILLAGE OF FANIS VILLAGE OF ZEBALLOS WE WIN KAI NATION WIKELA'VA'ROSA COUNCIL WINALADILS TREATY GROUP XWEMALKWU NATION</p>
---	---	--	---





158 community organizations.

Renewal for 2012 will include:

All participants from 2011 at 2011 rates.

All new Regional Districts and Tribal Councils, full Board status at Associate Fee \$250 for 2012

New 2013 rates to be set at \$5,000 and \$10,000 with Board to decide on limits as well as setting \$2500 for Associate Members.

Special rates for rural and remote areas will be defined.



This Business Plan must be simple.

Photo: Skidegate Heritage Centre Boat Shed, Patrick N. Marshall

Scratch your own Itch

Make something that you want to use – when you solve your own problem you know exactly what the right answer is.

Plus you'll know the problem and the value of the solution immediately

1993-2013

Coastal Community Network

13

Scratch you own itch.

Focusing on Regional District and Tribal Council needs helps establish what subjects are common in spite of the fact that aboriginal governments have responsibilities way beyond municipal core services.

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be be purchased here

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen

RECONSTRUCTION PLAN 2012

- Consult with Regional District Chairs and CAO's March 2012
- Request permission of UBCM to for a time slot to hold Annual General Meeting during regular program at UBCM Annual General Meeting in September April 2012
- Consult with Tribal Councils and CAO's May 2012
- Request appointments to interim Board of Directors, add those not yet sustaining Members May 2012
- Revise Mandate, Governance and Articles & Circulate to all organizations June 2012
- Complete Reconstruction in conjunction with UBCM First Nation Summit Meetings September 2012



14

This is a schedule for the next six months to prepare the organization to shift and focus its efforts.

FINANCIAL PLAN 2013 - RESTART

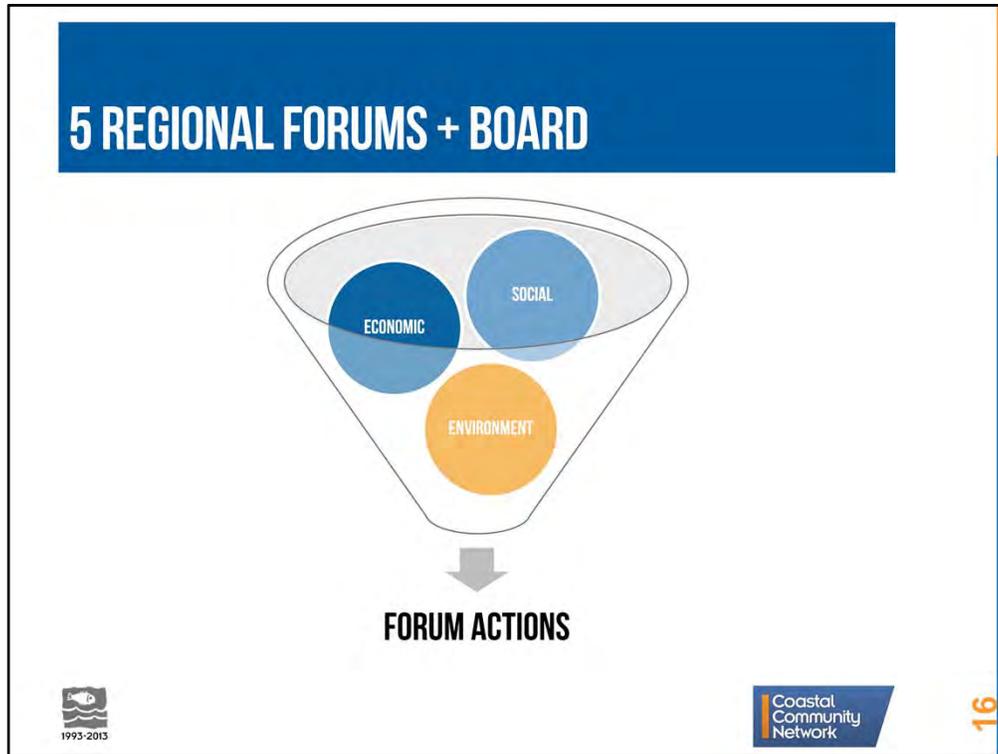
- Existing Revenues from Membership render ~\$12,000 which is not sustainable
- Discussion with Regional Districts around \$20,000, \$15,000, \$10,000 and \$5,000 annual subscription rates which would render \$280,000, \$210,000, \$140,000 and \$70,000
- Model for 2013 Budget process @ 1/3 \$10,000, 1/3 \$5,000 and 1/3 \$250 rendering \$71,065 for the first year of the plan
- 2013 Budget allows for contract management for organization plus contributions to 6 coordinators across the watershed already employed at Regional Districts selected by Sub Regional Forums



15

This financial plan is fundamental and represents the expected case scenario for the Network.

The worst case scenario is to stay at 2011 levels.



The five forums would include:

North Coasts and Islands

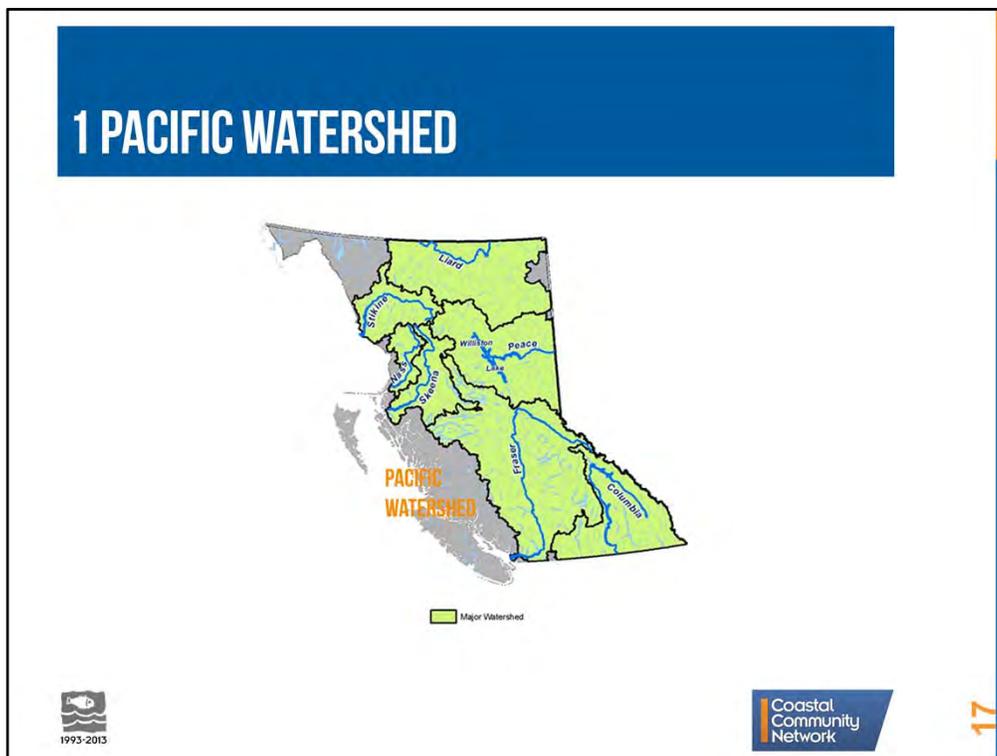
North island and Coasts

Vancouver Island West Coast

Vancouver Island East Coast

South Coasts and Islands

The sixth Forum is the actual Board of Directors for the organization.



This is the Province of British Columbia, Ministry of Environment Watershed Map.

Note that the Coast is designated grey as are other undefined areas.

6 TABLES COVER THE ENTIRE REGION

***A BASIC GUIDE TO NAMES**
This table is for the first 100 names listed in the map. It provides a basic guide to the names of the groups, their approximate locations, the areas they serve, and the language families they belong to. The names are listed in the order they appear on the map. The names are listed in the order they appear on the map. The names are listed in the order they appear on the map.

Name	Approximate Location	Area Served	Language Family
Tsawwassen	Delta	Delta	Salish
Stikine	Stikine	Stikine	Stikine
Gitksan	Gitksan	Gitksan	Gitksan
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san
Wet'san	Wet'san	Wet'san	Wet'san

18

The Network uses the linguistic map for aboriginal spheres of influence as the lines are softer than Treaty lines.

RESULTS EXAMPLE

Presentation Marketing Sales Process		
Cost of Goods	Union of BC Municipalities Presentation	Cost of Service
\$300.00	Preparation to complete Survey to provide Content	25hrs.
	Total at Conference 1200 will see 60 at presentation	3 hrs.
\$1500	Travel and Accommodation	8 hrs.
\$600	Handouts for Participants at \$10 per	10 hrs.
	Follow up with participants post presentation 1 hr. per	60 hrs.
\$2400	Total	106 hrs. x \$20 = \$2120
	5 days for 15 sales @ \$2500	
	10 days for 5 sales @ \$5000	
	Total Sales \$60,000	
	-\$10,000 to deliver the work	
	Total Sales of \$50,000 for 25 weeks work	



19

This is a business case that demonstrates the rationale behind investing time and cash into marketing at UBCM.

The result is \$5,520 invested in time and goods purchased to render 25 weeks of work and a profit of \$50,000.

A very simplified approach to demonstrating the cash value of the network.

REAL RESULTS AND VALUE

Coastal Community Network Forums		
Cost of Goods	Functions	Cost of Service
\$ 4000	Administration Contract Management	84 hrs. @ \$ 80
\$ 4000	4 Annual Forums x 6 Forum Areas	48 hrs. @ \$ 30
\$ 2000	6 Forum Area Coordinators 10 hrs. mos. 120 x 6 = 720 hrs.	720 hrs. @ \$ 30
\$ 500	4 Board Meetings Conference Calls	10 hrs. @ \$ 80
\$ 9000	Travel Claim for Administration to Regional Forum	125 hrs. @ \$ 80
\$ 5000	Travel and Accommodation for Annual General Meeting	10 hrs. @ \$ 80
\$ 5205	Maintain Coastal Charter Policy and Presentations Annual Maintenance	62.5 hrs. @ 80
\$ 29705	Total	\$ 46360
\$76065 1,059.5 hrs. ~30 weeks to deliver the work		
10 resolutions for 5 Regions plus 10 overall avg. >\$100 000 each = \$ 7 000 000 value		




20

Using the expected business case for 2013, we see that we expect an expenditure of \$29,705 on Goods and \$46,360 in billable hours.

We estimate this to be 30 weeks of work spread across the year.

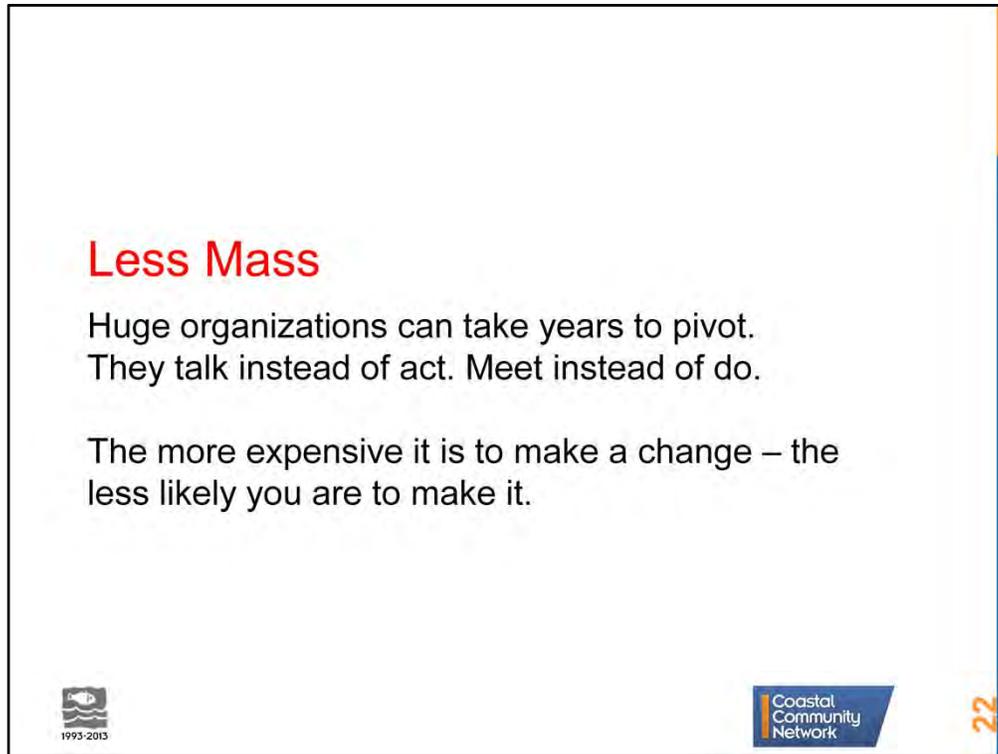
We estimate 10 key resolutions, plus 10 at the Network Board level for a total of 60 key resolutions on the Coast in a year.

Translated into actions, at a very minimum, we can estimate ~\$100,000 per resolution generating ~\$7 million in direct results to the Coast.

This excludes any side referrals to Municipal associations that may come out of a consultation process.



Photo: Ocean Initiatives British Columbia Celebrate Oceans Day, Victoria Harbour, Vancouver Island, courtesy of Ocean Initiatives British Columbia
www.oceanmarinespace.com



Less Mass

Huge organizations can take years to pivot.
They talk instead of act. Meet instead of do.

The more expensive it is to make a change – the
less likely you are to make it.

Less Mass

Instead of following the conventional Membership model, the Network will be supported by contract management staff and will purchase hours from existing local and aboriginal government staff who will maintain correspondence files on behalf of the Network so that there is representation out in the regions.

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be purchased here

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen

STEPS TO BUILDING CLOUT

- Reconstructed web site live February 2012 featuring:
- Directory of **Elected and Appointed Leaders**
- Non-partisan **Parliamentary Leaders Directory**
- Dedicated section on recent **"Victories"** by community
- Profile section **"Most Wanted"** subjects
- **"Resource Centre"** and **"Blog"** for best practises and accountability
- Profile Issues and Opportunities in the **"Take Action"** section
- Online crowd sourcing of funds for community projects

  **23**

A simple web based platform has been designed to communicate the subjects that elected and appointed people said they wanted out there so there is a focal point on issues and opportunities on the coast.

WHO WE ARE

Coastal Community Network

HOME VIDEOS MOST WANTED RESOURCE CENTER TAKE ACTION DONATE

KEN MCRAE PAST CHAIR

Ken McRae was first elected as Mayor of the City of Port Alberni in September, 2001. He had previously served as Councillor for two years. His past accomplishments include:

- former Director of the Alberni-Caplanish Regional District
- Director of Port Alberni Corporation
- Director of the Inland County Port Facilities
- Treasurer for the Coastal Community Network
- Provincial Director for the British Columbia Assessment Agency (5 years)
- Co-Chair for the Commission on Resources and Environment for Vancouver Island
- Representative on the First Nations Treaty Negotiations for 12 years, 8 years representing the City
- Director of the Capital Community Project
- President of the Port Alberni and District Senior Council (2 years)
- An organizer of the Fisheries and Family Association Program serving as Chair
- President of the Port Alberni and District Senior Council (2 years)
- Member of the Canadian Pastrychemists Union Executive (2 years)
- Director of Alberni-Park and Canada's representation at the World Forest Conference in Malaysia
- Director of the Executive of the Association of Vancouver Island and Coastal Communities

Ken was one of the Queens Golden Jubilee Medal to his significant service to Canada and his community. He was named Port Alberni Citizen of the Year for 2003. Ken began his working career with Hamilton Bank at the Port Alberni B.C. He then worked with the Southern Alberni Park and Recreation B.C. For a total of 22 years from 1954-1985 Ken worked in the transportation industry in Vancouver before moving to Port Alberni and the Port Alberni area where he spent the rest of his career and through, he retired in 1988.

CONTACT DETAILS

Organization Name: City of Port Alberni	Email: kenmcr@alberni.ca
First Elected to: CCR	DOB: Not Available
Re-elected: 2005	Mobile: Not Available
Residence to: Office of the Mayor	

1993-2013

Coastal Community Network

24

This is the Leader Listing typical page layout.

MOST WANTED

Coastal Community Network

HOME VICTORIES MOST WANTED RESOURCE CENTRE TAKE ACTION DONATE CONTACT

COGENERATION PLANT

Coastal Community Network

PROJECT DESCRIPTION

A clean and renewable energy solution for British Columbia

Gold River Power is a sustainable waste management system that will save 100,000 tonnes of greenhouse gas emissions and 100,000 tonnes of CO2e annually. The plant will generate 100 MW of power and 100,000 tonnes of steam annually. The plant will process the waste and reduce recyclables. Recycled waste will then be transported to a central location to be converted into energy from the landfilled in the Gold River site.

Gold River Power is a sustainable, clean, reliable answer to Metro Vancouver's challenge to find long term solutions for the disposal of non-recycled solid waste. The project proposed by Covanta Energy will:

- Significantly reduce greenhouse gas emissions in the region
- Improve air quality in the Lower Mainland and Fraser Valley by lowering mobile sources of emissions
- Process 100,000 tonnes of solid waste, eliminate 100,000 tonnes of waste from landfill
- Generate 100 MW in economic activity region wide during construction
- Create 1,000 new construction jobs for three years and more than 100 full-time positions when in operation
- Process waste generated by energy waste from landfill

PROJECT IMPACT STATEMENT

Energy from waste 101

When you take out the trash, do you care where it goes?
What you use ultimately, do you care where it comes from?

If you're like us, you do. At Covanta, we just add all the steps to make sure our communities have sustainable, safe waste disposal programs and a reliable supply of clean, affordable energy.

If you're like us, you also know that the same old solutions aren't adequate to satisfy the world's rapidly growing appetite for energy or to manage the staggering amounts of refuse that threaten the planet environment. To show to others in trying to show other energy and recycling waste.

That's why Covanta Waste Communities turn trash into essential power, a process known as Energy-from-Waste (EFW) or waste-to-energy (WTE). The currently own and operate over 40 EFW facilities throughout the United States, each of which provides power for its community, along with an environmentally sound solution to landfill energy.

Why not take around to see how we keep waste from going to waste?

CONTACT DETAILS

Name: Lory Plourde
Title: Chief Administrative Officer
Email: lpourde@covanta.com
URL: <http://www.covanta.com/covantaperformance/surface-render/usa>

Covanta Energy Gold River, Green Energy, Village of Gold River | Resolution Name: Not Available | Number: Not Available | Date: Wednesday, 29 December 2010

COGENERATION LOCATION

Location: Not Available

CONSTRUCTOR URL'S

<http://www.covanta.com/covantaperformance/surface-render/usa>

1993-2013

Coastal Community Network

25

This is the typical page layout for all the other listings.

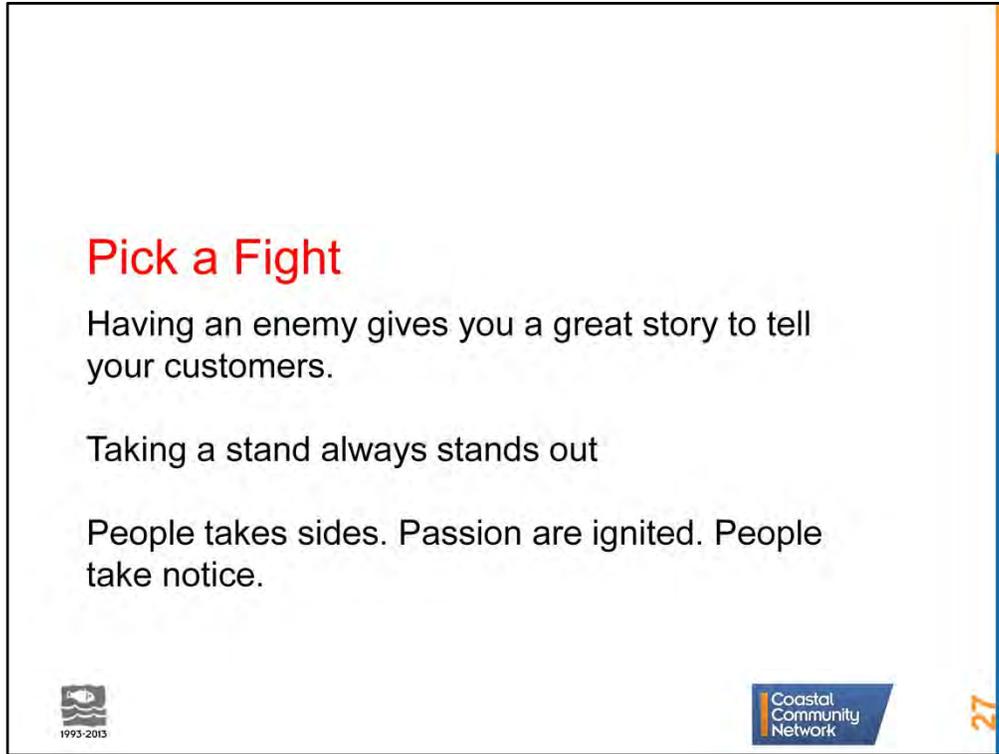
3 RESOLUTIONS WHEN YOU RETURN

1. That the Board I Council approve Membership in the Coastal Community Network as a sustaining Member at the levels currently assessed or if a new Member, as an Associate Member rate of \$250.00 and amend the organizations Corporate Strategy to recognize this Membership as a Strategic Action to support the desired outcomes of the Regional District I Tribal Council;
2. That the Board I Council appoint a Member to serve on the Interim Board of Directors of the Coastal Community Network, effective immediately, so that the Network can commence communicating through the appointee."
3. That the Board I Council advise it's other local and aboriginal government associations that it has provided a resolution of support in principle for the interim status of the Coastal Community Network, subject to the approval of a revised business plan, revised governance policy, and revised financial requirements expected at Friday September 21st 2012 in the afternoon of the First Nation Summit at the Chief Joe Mathias Centre and the Union of BC Municipalities meeting scheduled for September 23rd to 28th, 2012 in Victoria, British Columbia.



26

We need these resolutions at your Board or Council in May.



Pick a Fight

- Having an enemy gives you a great story to tell your customers.
- Taking a stand always stands out
- People takes sides. Passion are ignited. People take notice.

Credits

Rework is the bestseller book by @37Signals founders @jasonfried and @dhh
The book can be be purchased here

This Cheat Sheet was made by GnatGnat.com and reformatted by @svenningsen

Credits

Rework is the bestseller book by @37Signals founders
@jasonfried and @dhh
The book can be be purchased [here](#)

This Cheat Sheet was made by GnatGnat.com and
reformatted by @svenningsen





CAPITAL
DEVELOPMENT
EDC ECONOMIC DEVELOPMENT COMPANY

Call Patrick Marshall
At +1 250 595-8676 to

- Rework your Economic Statement
- Reconstruct your Commission
- Fix your Board of Directors
- Work for your CAO
- Help the Mayor
- Advise the Chair
- Speak with the EDO
- Update your communications
- Prepare your area strategy
- Build your business case or plan

These are the first 10 reasons to call Patrick Marshall for the next ten reasons to engage him.

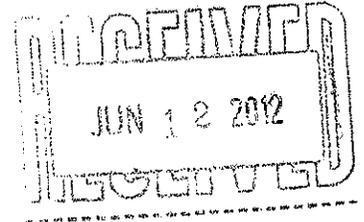


1993-2013

29



June 08, 2012



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

Fax: 250-723-1327

Dear Mr. Wong: *Glenn*

I am sure you will agree with me that transportation continues to be one of the ongoing issues all elected officials must deal with. However, being island based, transportation takes an even higher priority for us.

The recently expanded Nanaimo Airport will play a major role in the further enhancement of our transportation links. Passenger numbers are already up 24% since the installation of the Instrument Landing System. Air Canada Express has just increased its service to 8 return flights daily. In May, Orca Airways launched a new twice daily service to YVR's South Terminal. The Nanaimo Airport team is working hard to attract additional carriers and routes.

To effectively influence the decision makers, the Nanaimo Airport needs our support. I am asking you to consider drafting a letter of support for the Nanaimo Airport outlining the Airport's importance to your community. This could include the important role air travel plays in tourism; providing fly-in fly-out access to workers in oil and gas occupations that allows families to continue to live in your community; providing a gateway to the world for your business community; or, the overall economic value your community will receive from enhanced flight services.

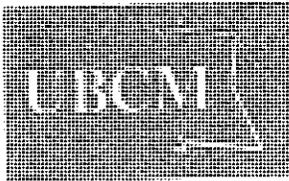
I believe every community north of Nanaimo to Qualicum, west to the Alberni-Clayoquot Regional District and south to Duncan and the Cowichan Valley will gain benefit from increased services at the Nanaimo Airport. Studies across Canada have linked public airports to a host of community/regional benefits. Your letter of support will assist the Nanaimo Airport team to grow this important transportation link, and increase the service to Vancouver Island.

Your support is appreciated. Could you please send your letter directly to my office and I will ensure that it will be delivered to the Nanaimo Airport authorities.

Sincerely,

John Ruttan
Mayor John Ruttan

JRR/ms
I:\CORR120608ChairWong.docx



MEMBER RELEASE

June 11, 2012

TO: Chair & Board | Mayor & Council
FROM: Councillor Barbara Steele
Chair, Nominating Committee
RE: **Call for Nominations for UBCM Executive**

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to the UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination.

1. Positions Open to Nominations

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2012 Nominating Committee are:

- Councillor Barbara Steele, Immediate Past President, UBCM, Chair
- Chair Art Kaehn, North Central Local Government Association
- Councillor Harry Kroeker, Southern Interior Local Government Association
- Mayor Christina Benty, Association of Kootenay & Boundary Local Governments
- Councillor Lorrie Williams, Lower Mainland Local Government Association
- Chair Joe Stanhope, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **July 31, 2012**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Report on Nominations or the Convention Program for these times.

As with advance nominations, the candidate must be nominated by two elected officials from a UBCM member local government.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

All other inquiries should be directed to:

Councillor Barbara Steele Chair email: hbsteele@surrey.ca
Chair, Nominating Committee Chair tel: 604-808-6364
UBCM
60-10551 Shellbridge Way
Richmond BC V6X 2W9

UBCM Contact:

Marie Crawford Email: mcrawford@ubcm.ca
Associate Executive Director Tel: 604-270-8226 ext. 104

1215/60/Call for Nominations-Items/Call for Nominations

1 NOMINATIONS FOR THE 2012/2013 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Position (Mayor/Chair/Councillor/Director): _____

Local government: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 31, 2012** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____ Position: _____

Local government: _____

Nominated for: _____

Signature: _____ Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca.

Submission Deadline: July 31, 2012

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

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

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

President

First Vice-President

Second Vice-President

Third Vice-President

Director at Large (5 positions)

Small Community Representative

Electoral Area Representative

Vancouver Representative

GVRD (Metro Vancouver) Representative

Immediate Past President

Area Association Rep. (5 positions)

Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Healthy Communities
- First Nations Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- Second or third week November
- Second or third week of January
- Second or third week of April (except if held in conjunction with an Area Association meeting)
- Third full week of July
- Sunday preceding the Annual Convention (half day)

Executive meetings, other than those in conjunction with the Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Some Committees' activities require attendance at meetings or conferences throughout the year. This is usually a two or three day added commitment except for Committee Chairs or Table Officers who may be called on for more regular representation.

Travel expenses and a per diem for meals and incidentals are provided for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 31, 2012

Advance nominations close – all candidates must have their documentation submitted.

Following the July 31 advance nomination deadline, the Nominating Committee will review nominees' qualifications and prepare the Report on Nominations. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure nominations are complete and in accordance with policies and procedures.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS**Step 1 – Election of Table Officers**

WEDNESDAY, SEPTEMBER 26

- 9:20 a.m. Nominating Committee presents the list of advance nominees for positions of President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 a.m. Nominations from the floor for Table Officer positions.
- 2:15 p.m. Candidate speeches if necessary.
- 2:30-5:00 p.m. Elections for Table Officer positions (as necessary).

THURSDAY, SEPTEMBER 27

- 8:00-9:00 a.m. Elections continue for Table Officer positions (as necessary).

Step 2 – Election of Remaining Executive Positions

THURSDAY, SEPTEMBER 27

- 8:30 a.m. Nominating Committee presents the list of advance nominees for Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:25 a.m. Nominations from the floor for the above positions.
- 11:30 a.m. Candidate speeches if necessary.
- 2:30-5:00 p.m. Elections for remaining Executive positions (as necessary).

FRIDAY, SEPTEMBER 28

- 7:30-8:30 a.m. Elections continue for remaining Executive positions (as necessary).

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

UBCM BYLAWS SECTIONS 2 TO 5

2. OFFICERS:

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

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

- (b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).
- (c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.
- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;
 - encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;
 - review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GRVD Representative and the names of the five Area Association Directors who have each

- been appointed to assume the office of Area Association Director by the respective Area Association;
- at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;
 - Electoral Area Representative;
 - for the five positions of Director at Large; and
 - the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the

Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.

- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.
- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.
- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.

- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

June 18, 2012

By Email Only

Mr. Tom Osborne – General Manager, Recreation and Parks Services, Regional District of Nanaimo
Mr. Russell Dyson – CAO, Alberni-Clayoquot Regional District

Re: *Island Timberlands Road Construction Plan*

To Whom It May Concern,

Please consider this as our notification for imminent road construction of approximately 101 meters for access through Mount Arrowsmith Regional Park. This new access is required in order to conduct harvesting operations in the adjoining Island Timberland's property, Block 1324 (as titled in the adjoining Master Agreement).

The new access will require the clearing of a 20-meter wide right-of-way and subgrade construction; rock blasting is anticipated. This road construction is illustrated on the accompanying map in green titled "PA101-13." In addition to this new road construction, Island Timberlands is planning for necessary road upgrading along sections of the aged road "PA101," including but not necessarily limited to road grading, brush removal and road resurfacing. This activity is adjacent to road construction initiated last year to the south of PA101-13. Road construction in this general region is expected weekdays to September 2012, subject to change.

Please note that access to Mount Arrowsmith Regional Park may be restricted during these activities; this is in addition to previously announced weekday trail closures of the Mount Arrowsmith CPR Trail, and its adjoining Lookout Trail and Lookout Loop Trail. Safety is of paramount importance to Island Timberlands and we hope you and your organizations will support us in these temporary closures.

Island Timberlands right to access Block 1324 and associated timber reservation is addressed in the Master Agreement, signed October 1, 1972, between MacMillan Bloedel Limited and the Alberni-Clayoquot Regional District. A copy of the Master Agreement and two maps, at the overview and block levels, have been included for your reference.

If you have any questions or comments, please feel free to contact me.

Sincerely,



Morgan Kennah, RPF
Manager of Sustainable Timberlands and Community Affairs
Island Timberlands
250.468.6830

encl.

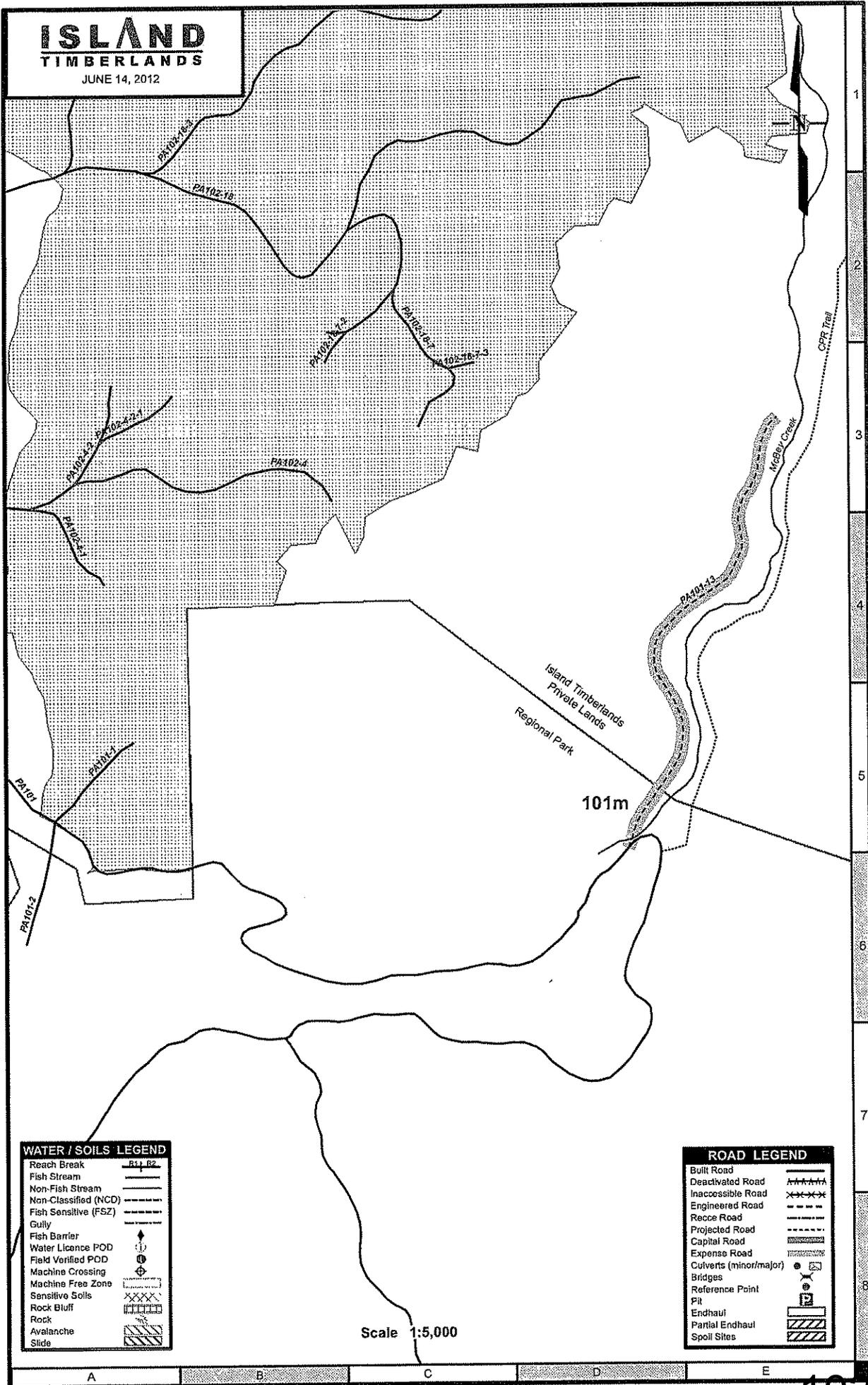
cc:
Carol Mason – CAO, RDN
Wendy Marshall – Manager of Parks Services, RDN

Joan Michel – Parks and Trails Coordinator, RDN
Mike Irg – Manager of Planning & Development,
ACRD



ISLAND TIMBERLANDS

JUNE 14, 2012



WATER / SOILS LEGEND	
Reach Break	B1, B2
Fish Stream	—
Non-Fish Stream	—
Non-Classified (NCD)	—
Fish Sensitive (FSZ)	—
Gully	—
Fish Barrier	—
Water Licence POD	—
Field Verified POD	—
Machine Crossing	—
Machine Free Zone	—
Sensitive Soils	—
Rock Bluff	—
Rock	—
Avalanche	—
Slide	—

ROAD LEGEND	
Built Road	—
Deactivated Road	—
Inaccessible Road	—
Engineered Road	—
Recce Road	—
Projected Road	—
Capital Road	—
Expense Road	—
Culverts (minor/major)	—
Bridges	—
Reference Point	—
Endhaul	—
Partial Endhaul	—
Spoil Sites	—

Scale 1:5,000

COPY

" MASTER AGREEMENT "

THIS AGREEMENT dated the 1st day of October, 1972.

BETWEEN:

SUPERCEDES ANYTHING REGISTERED AS

REG. # 30 8 #31

MacMILLAN BLOEDEL LIMITED, a body corporate duly incorporated under the laws of the Province of British Columbia, with its head office and chief place of business at 1075 West Georgia Street, in the City of Vancouver, Province aforesaid;

(hereinafter called "MB")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT, a corporation duly incorporated by Letters Patent pursuant to Division 2 of Part XXIV of the "Municipal Act" of the Province of British Columbia;

(hereinafter called the "District")

OF THE SECOND PART

WHEREAS:

A. MB is the beneficial owner of unsurveyed Block 1324 (herein called "Block 1324") which is partially hatched in green on the plan that is schedule A hereto and is situate in the Mount Arrowsmith area, Vancouver Island, in the Province of British Columbia.

B. By supplementary letters patent proclaimed on September 15, 1970, and published in the B.C. Gazette on October 1, 1970, the following, inter alia, was added to the objects, powers, obligations, duties, limitations and conditions of the District:

"2. The regional district may acquire, develop, operate, and maintain regional parks and for this purpose the provisions of the Regional Parks Act apply."

C. Under the provisions of the British Columbia Regional Parks Act the District may, inter alia, within an area designated as a regional park on a regional park plan which has been approved by the Minister acquire lands within or without the regional district for use as a regional park, and, unless otherwise declared, all lands acquired by the District shall be deemed to be dedicated for public use and enjoyment as a regional park.

D. MB has agreed to convey or cause to be conveyed to the District for public use and enjoyment a portion (herein called the "Park Lands") of Block 1324, the approximate boundaries of which said portion are shown outlined in yellow on the plan that is Schedule A hereto;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the sum of \$1.00 of lawful money of Canada now paid by the District to MB (the receipt of which is hereby acknowledged) and of the mutual covenants and agreements on the part of each party hereinafter contained, MB and the District covenant, promise and agree as follows:

CONVEYANCE OF THE PARK LANDS

1. MB will convey or cause to be conveyed to the District the Park Lands for public use and enjoyment as a recreational park.

2. The Park Lands will be conveyed subject to the reservations in the original grant from the Crown and subject further to the exceptions and reservations in favour of the Esquimalt and Nanaimo Railway Company set out in Schedule D hereto.

3. The Park Lands will be conveyed to the District within 60 days after the date a subdivision plan creating the

Park Lands is registered in the Victoria Land Registry Office (herein called the "Completion Date").

4. The conveyance herein will be in the form that is Schedule B hereto and, inter alia, will contain a restrictive covenant providing that the Park Lands will not be subdivided and/or used for any purpose other than for public use and enjoyment as a recreational park, a reservation in favour of MB of a right of way over the Park Lands to enable MB to have access to its adjoining lands, and a right of first refusal in favour of MB to cut and remove timber on the Park Lands.

5. The Park Lands will be dedicated for public use and enjoyment as a regional park and the District will not, without the consent of MB, sell, agree to sell, or otherwise dispose of the Park Lands to any person or body corporate other than a responsible public authority.

6. The cost of the conveyance will be borne by the District.

7. The District will assume and pay all taxes, rates, and assessments applicable to the Park Lands from and after December 31, 1972.

SURVEY

8. MB and the District will proceed with all due diligence to complete a survey of the boundaries of Block 1324 and of the boundaries of the Park Lands, respectively, and forthwith upon completion of the respective surveys the party responsible will, at its expense, file the subdivision plan relating thereto in the Victoria Land Registry Office.

9. The cost of the survey of the boundaries of the Park Lands will be borne by the District and the cost of the survey of the boundaries of Block 1324 will be borne by MB.

10. From and after the completion of the survey of the boundaries of the Park Lands, the District will maintain, or cause to be maintained the survey markers or other markers based on the survey markers so that the boundaries of the Park Lands are reasonably visible on the ground at all times.

BOUNDARIES

11. It is acknowledged by the parties hereto that the description of the Park Lands and of the Access Road are not precise in that the Park Lands and Access Road form part of lands which have not been surveyed and if there is any dispute about the location of the Access Road or the location of the boundaries of the Park Lands, MB will have the right, in its absolute discretion, to fix the location of the Access Road and the location of the boundaries of the Park Lands and the decision of MB will be final and binding upon the parties, PROVIDED that it is the intent of the parties hereto that the boundaries of the Park Lands will be as nearly as circumstances permit the boundaries flagged on the ground at the time of the signing of this Agreement.

CONDITIONS PRECEDENT

12. This Agreement will be subject to the following conditions precedent:

- (a) the registration in the Victoria Land Registry Office by October 1, 1975, of a subdivision plan creating the Park Lands; and
- (b) the approval by the Minister of Recreation and Conservation pursuant to section 5 of the Regional Parks Act, by October 1, 1975 of a regional park plan designating the Park Lands as a regional park.

USE OF ACCESS ROAD

13. Until construction of an alternate access road by way of BCFP block 887 and 1102, and the right of way to be granted by MB under paragraph 16 hereof, to the Pass Main Road, or by way of another suitable route, is completed, access to the Park Lands will be by way of MB's logging roads (herein called the "Access Road"), commonly known as the Cameron Main and Pass Main Roads; and shown marked in brown on the plan that is Schedule A attached hereto.

14. Use of the Access Road will at all times be subject to the use which MB will make of the Access Road for its purposes and will be subject to the provisions of the "Industrial Transportation Act", any regulation of the Minister thereunder, and MB's Regulations Governing Traffic on its private roads (a copy of which is attached hereto as Schedule C).

15. The District may, at its expense, maintain and repair the Access Road and MB may, at its expense, maintain and repair the Access Road PROVIDED that MB will not be responsible or under any obligation to maintain and repair the Access Road other than that as long as there is no alternate access route available it will keep the Access Road from China Creek Road up to the parking lot located approximately one and one-half miles below Rosseau Chalet reasonably ploughed of snow except during times of difficult snow conditions.

RIGHT OF WAY FOR ALTERNATE ACCESS ROUTE

16. MB will, at the request of the District, grant to the District a non-exclusive right of way over that portion of Block 1324 marked by the blue line on the plan that is Schedule A hereto and identified thereon as "BCFP Connection", the said grant to be in such form as may be decided and approved by MB

and to be for the purpose of providing an access road to the Park Lands from existing public highways and for the purpose of constructing thereon a power transmission line; PROVIDED that any such right of way area will not exceed 200 feet in width.

17. The District will bear the cost of any survey of the boundaries of the right of way area and of the preparation and registration of any right of way agreement.

18. The Right of Way Agreement will provide for crossings of the right of way area by existing and future MB roads and that the traffic on any MB road will have priority over the traffic on the right of way area.

19. The District will assume and pay all taxes, rates and assessments applicable to the right of way area from and after the execution of any right of way agreement.

RIGHT TO CUT TIMBER

20. The District will not cut any timber on the Park Lands or any area covered by the Right of Way grant pursuant to paragraph 16 hereof without giving to MB notice in writing setting out the area comprising the timber to be cut and MB will have the option to cut and remove, free of any stumpage and royalty, that timber which MB may exercise by giving the District notice within 30 days after receipt by MB of the District's notice.

21. If MB does not exercise its option set out in paragraph 20 herein the District may cut and remove the timber on the area comprised in the notice but the provisions of paragraph 20 and this paragraph will continue to be applicable to the cutting of any further timber on the Park Lands and right of way area.

22. If MB exercises its option to cut the timber pursuant to the provisions of paragraph 20 herein MB may cut and remove

that timber free of any charges by the District.

23. The disposal of any slash and all clearing and grading will be the responsibility of the District.

24. Any compensation paid to the District for timber cut on the Park Lands or right-of-way area mentioned in paragraph 16 pursuant to the reservations in favour of The Esquimalt and Nanaimo Railway Company will be paid by the District to MB.

ASSIGNMENT

25. The District will not assign this Agreement or any rights granted to it herein without the consent of MB first had and obtained

GOVERNMENT REGULATIONS

26. The District will abide by all laws, by-laws, legislation, and regulatory requirements of any government or other competent authority relating to the development and operation of the Park Lands and the use of the Access Road and the District will indemnify and save harmless MB from all costs or expenses incidental thereto or damages or penalties by reason of any breach thereof.

NOTICES

27. Any notice required to be given hereunder will be in writing and will be given by sending it by registered letter addressed as follows:

If to MB to:

MacMillan Bloedel Limited,
1075 West Georgia Street,
Vancouver 5, B. C.

Attention: Secretary

and if to the District to:

Regional District of Alberni-Clayoquot
300 Victoria Quay
Port Alberni, B.C.

28. Where a notice is sent as aforesaid it will be deemed to have been given to the party to whom it was addressed

on the third day after the date of the posting of the letter in British Columbia.

TIME OF THE ESSENCE

29. Time will be of the essence of this Agreement.

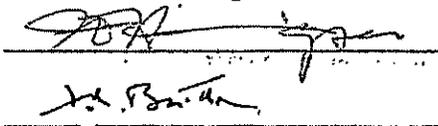
MISCELLANEOUS

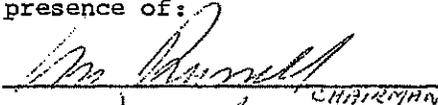
30. If any provision of this Agreement shall be found to be or be deemed illegal or invalid, the remainder of the Agreement shall not be affected thereby.

31. Any term hereof not included or dealt with in any of the closing documents and capable of being applicable subsequent to the closing will survive the closing.

32. This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

33. IN WITNESS WHEREOF the common seals of MacMillan Bloedel Limited and Regional District of Alberni-Clayoquot have been affixed in the presence of their proper officers duly authorized in that behalf as of the day and year first above written.

The Common Seal of MACMILLAN BLOEDEL LIMITED was hereunto affixed in the presence of:


The Common Seal of REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT was hereunto affixed in the presence of:

_____ CHAIRMAN

_____ SECRETARY-TREASURER

for the Secretary (or other Officer) of a Corporation

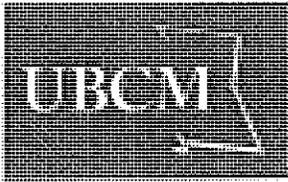
I Herby Certify that, on the 29th day of December, 19 72, at the City of Vancouver, in the Province of British Columbia, Frank H. Britton ~~(whose identity has been proved by the evidence on oath of~~ who ^(State Full Name, Address, and Occupation) is personally known to me, appeared before me and acknowledged to me that he is the Secretary of MacMillan Bloedel Limited, and that he is the person who subscribed his name to the annexed instrument as Secretary of the said MacMillan Bloedel Limited and affixed the seal of the said Company

to the said Instrument, that he was first duly authorized to subscribe his name as aforesaid, and affix the said seal to the said instrument, and that such corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my Hand and Seal of Office, at Vancouver, in the Province of British Columbia, this 29th day of December in the year of our Lord one thousand nine hundred and seventy-two.

A Notary Public in and for the Province of British Columbia.
A Commissioner for taking Affidavits for British Columbia.

NOTE: Where the person making the acknowledgment is personally known to the officer taking the same, strike out the words in brackets.



MEMBER RELEASE

June 18, 2012

TO: Mayor & Council | Chair & Board | Senior Staff
FROM: UBCM Secretariat
RE: **RCMP Contract Issues**

1. Purpose

To provide a brief update on the Local Government Contract Management Committee meeting that was held on May 1, 2012 and to provide information about future meetings.

To provide an update on the negotiations for the new RCMP Headquarters to be located in Surrey (Green Timbers).

2. Local Government Contract Management Committee Meeting

The Local Government Contract Management Committee (the LGCMC) held its first meeting with the Province on May 1, 2012 at the UBCM office in Richmond.

The LGCMC discussed how it will operate and how information will be shared with local government.

The Province re-affirmed its commitment to share information with the LGCMC and to seek their input into decisions that impact on the costs and/or the delivery of local police services.

The LGCMC received an update on the changes announced in the Federal budget regarding the RCMP compensation package (wages, service pay, senior constable allowance, health care benefits, severance and pensions). The Province indicated that the Federal government and the RCMP were still analyzing the compensation changes to determine what the cost would be to the Province and local governments.

In addition, the LGCMC was informed about the changes in the cost-sharing formula for the integrated teams. The Province stated that on April 1, 2012 IHIT (Integrated Investigative Homicide Team) moved from the 90/10 cost-share to 70/30 cost-share, this would result in approximately \$2.6 million in savings to

large municipalities in the Lower Mainland, and that a letter would be sent out to local governments informing them of this change.

A draft of the national Provincial Police Services Agreement Companion Document was shared with the Committee. The process for developing the Municipal Companion Document was discussed and a complete draft of that document was subsequently shared with Paul Gill, Murray Dinwoodie, Ken Vance and Mayor Fassbender for their feedback.

The next meeting for the LGMC is set for July 10, 2012. E Division Commanding Officer Craig Cullens and other senior RCMP staff will be in attendance at that meeting.

3. RCMP Headquarters – Green Timbers

Attached is a report from the co-chairs of the LGMC outlining the status of the upcoming negotiations on the new RCMP Headquarters in Surrey (Green Timbers).

Green Timbers Negotiations

This note has been prepared in response to requests for more information about the new RCMP Headquarters building – called ‘Green Timbers’ – accommodation charge negotiation and the potential impact on municipal costs.

The 1992 Provincial Police Services Agreement (PPSA) required the RCMP to consult with the Province with respect to the location of any new Headquarters building – that was the extent of the Province’s involvement. The Province was otherwise not involved in planning or constructing Green Timbers.

Under the 2012 PPSA accommodations charges related to New Headquarters buildings are to be negotiated on a case by case basis by means of a separate agreement. The 2012 PPSA includes further provisions related to new Headquarters as follows:

8.2 b) If a divisional or regional headquarters building is to be Renovated or constructed, then during the planning phase of the project, and prior to commencing Renovations, demolition, or construction, Canada will consult with the Provincial Minister and obtain approval on all financial terms and conditions of the project including the size of the building and improvements to ensure that the proposed building and improvements are appropriate and proportionate to the anticipated demands on, and uses of, the Provincial Police Service’s portion of the divisional or regional headquarters building.

Green Timbers has already been constructed through a Public/Private/Partnership arrangement at a site in Surrey. The Province is not a party to this arrangement, and the Province intends to use the provisions of the new PPSA to negotiate the occupancy charge for Provincial and Municipal units located in the new building.

The Province has begun to gather information that will support the negotiation process; however, negotiations have not been initiated. The Province has recently been provided with the federal contact for the negotiations. Municipalities will be represented at the negotiations.

It is the Province’s position that all items related to Green Timbers are up for negotiation; including what portion of the proceeds of the sale of the federally owned current Headquarters at Heather Street will offset the costs of the new building.

The five-year forecasts prepared by and delivered to municipalities by the RCMP in May 2012 included an estimate of \$1,200 per member as the Divisional Administration cost associated with Green Timbers. This does not include the cost for locating any Regional Integrated Teams at Green Timbers. To be clear: this amount has not been negotiated with the Province.

Based on the RCMP's projected space allocations, all municipalities will be responsible for sharing about 9% of the total space to accommodate Divisional Administration staff. Lower Mainland Region municipalities will be responsible for sharing an additional 7% to house integrated teams.

Over the coming weeks the Province will be gathering information and consulting with experts in the accommodations field. All factors will be considered in approaching the negotiations and arriving at a fair and reasonable charge.

If you have any questions, please contact Assistant Deputy Minister Clayton Pecknold at clayton.pecknold@gov.bc.ca or Mayor Peter Fassbender at pfassbender@langleycity.ca

Provided by:
ADM Clayton Pecknold and Mayor Peter Fassbender, Local Government
Contract Management Committee co-chairs

June 18, 2012



Union of BC Municipalities
Annual Convention
 September 24 - 28, 2012
 • VICTORIA •

**SPECIAL LONG SERVICE AWARD
 (35 YEARS+)**

In addition to the regular long-service award, in 2010 UBCM created a new Special Long-Service – 35 Years+ category. Individuals who have served as an elected member on a BC Municipal Council or Regional District Board for 35 years or more are eligible for this special award. To qualify for the Special Long-Service Award, the individual:

- must meet the long service criteria, listed above,
- may or may not have also received a regular long-service award for 25 years of service.

Bulletin #1
LONG-SERVICE AWARDS

Over the years, the UBCM has presented Certificates of Appreciation to a select list of local government elected officials who have served on a Council or Board for a total period of 25 years or more.

It would be appreciated if Municipal and Regional District Corporate Administrators would advise us of the names of any persons who they feel would qualify for this award. Replies to us should contain:

- the full names of the individual,
- the dates during which he or she served as a member of Council or Regional Board,
- the position(s) held during the dates given.

The following pre-requisites should be adhered to:

1. The recipient must have served, as an elected member, on a BC Municipal Council or Regional District Board for a total of 25 years or more. Service can be in broken periods and on different Councils or Regional District Boards, but the time so involved must add up to at least 25 years of service.
2. The recipient can have served as Mayor, Reeve, Alderman, Councillor, Electoral Area Director, Village Chairman, or Village Commissioner, but service on other municipal bodies or boards, etc., such as School Trustee, Hospital Board members, Library Board, etc. cannot be considered in computing the total length of elected service.
3. The recipient can be presently in elected office or might now be retired from the field.

LONG-SERVICE RECIPIENTS

2004	Councillor Muriel Arnason Mayor Ralph Drew Mayor Frederick Jarvis Councillor Erik Larsen Councillor Earl Shipmaker	Township of Langley Belcarra Taylor Ucluelet Enderby
2005	Councillor Joanne Monaghan Director John Voykin Councillor Anton Kruyt Mayor Jacob Talstra Mayor Lois Jackson	Kitimat Central Kootenay R.D. Qualicum Beach Terrace Delta
2006	Mayor Pieter Weeber Councillor Ernie Crist Councillor Loyd John Sherry	New Hazelton District of North Vancouver Nanaimo
2007	Councillor Ray Brady Councillor Simon Gibson Director Bob Headrick Director Lloyd McKimmon Mayor Clifford Pederson Councillor John Clemens Ratcliffe Director Les Watmough Councillor James Buchanan Woodruff	Kitimat Abbotsford Fraser-Fort George R.D. Fraser Valley R.D. Zeballos Kimberley Kitimat-Stikine R.D. Vanderhoof
2008	Director Harvey Clark Mayor Hal Weinberg Councillor Lou Sekora Councillor Michael Wright Councillor Lawrence Kosolowsky Councillor Judith E. Higginbotham	Fraser-Fort George R.D. Anmore Coquitlam Port Coquitlam Hudson's Hope
2009	Councillor Alan Gordon Councillor Bruce Drake	Surrey Cranbrook Belcarra
2010	Councillor Bob Bose Councillor Larry McNabb Mayor Alice Maitland*	Surrey Nanaimo Hazelton
2011	Mayor Frank Edward Leonard Mayor Derek R. Corrigan Director Hans Cunningham Councillor Corinne Lonsdale Councillor Sharon Anne Fraser Director George Holme Mayor Gerry Furney* Councillor Merle Olaf Hanson* Councillor William Moncrief* Mayor Jim Ogilvie* Councillor Harold Steves*	Saanich Burnaby Central Kootenay R.D. Squamish Sparwood Nanaimo R.D. Port McNeill Salmo Cumberland Kimberley Richmond

DEADLINE FOR NOMINATIONS: AUGUST 31, 2012

Email, Mail or Fax your nomination to the UBCM office. Attn: Joslyn Young
 Fax: 604-270-9116 Email: jyoung@ubcm.ca Mail: #60 - 10551 Shellbridge Way, Richmond, BC V6X 2W9

Please indicate whether the nominee qualifies for **LONG-SERVICE**, OR **SPECIAL LONG-SERVICE - 35 YEARS+**.

(*Special Long Service Award for 35+ Years)



TOWN OF QUALICUM BEACH
INCORPORATED 1942

201 - 660 Primrose St.
P.O. Box 130
Qualicum Beach, B.C.
V9K 1S7
June 13, 2012

Telephone: (250) 752-6921
Fax: (250) 752-1243
E-mail: qbtown@qualicumbeach.com
Website: www.qualicumbeach.com

The Honourable Keith Ashfield
House of Commons
Minister of Fisheries and Oceans
Parliament Buildings, Wellington Street
Ottawa Ontario K1A 0A6

Dear Minister Ashfield:

Protection of Fish Habitat in Waterways

The Town of Qualicum Beach at its regular meeting on Monday, June 11, 2012, unanimously endorsed the following resolutions:

THAT Qualicum Beach calls on the Federal Government to abandon the proposed changes to section 35 of the *Fisheries Act* (through Bill C-38) that would see the removal of the provision banning or limiting activities that result in the "harmful alteration, disruption, or destruction of fish habitat".

THAT the abandonment of the *Fisheries Act* amendment resolution, be forwarded to the Federal and Provincial Ministers of Fisheries and Agriculture, MP James Lunney, MLA Ron Cantelon and to all Union of British Columbia Municipalities member municipalities.

Given the gravity of the amendments to the *Fisheries Act*, Council felt these proposed changes should be debated separately.

Yours truly,

Teunis Westbroek
Mayor

/hs

Also sent to (See next page)

N:\Letters\2012\Bill C38 Amendments to the Fisheries Act Letter to MOF MOA.docx

Also sent to:

All Union of British Columbia Municipalities Members (by email)	Honourable Steve Thomson Minister of Forests, Lands and Natural Resources Room 248 - Parliament Buildings Victoria BC V8V 1X4 Fax: 250.387.1040 steve.thomson.mla@leg.bc.ca
MLA Ron Cantelon East Annex Parliament Buildings Victoria BC V8V 1X4 ron.cantelon.mla@leg.bc.ca	The Honourable Gerry Ritz Agriculture and Agri-Food Canada 1341 Baseline Road Ottawa Ontario K1A 0C5 gerry.ritz@parl.gc.ca
Honourable Don McRae Minister of Agriculture Room 301 - Parliament Buildings Victoria, BC V8V 1X4 Agr.minister@gov.bc.ca	MP James Lunney, Nanaimo-Alberni 6894 Island Highway North, Suite 6 Nanaimo BC V9V 1P6 james.lunney@parl.gc.ca



THE CORPORATION OF THE
CITY OF FERNIE

P.O. Box 190, 501 - 3rd Avenue, Fernie, BC V0B 1M0
Tel: 250.423.6817 Fax: 250.423.3034
Web: www.fernie.ca

Office of the Mayor

June 14, 2012

BC Hydro
6911 Southpoint Drive
Burnaby, BC V3N 4X8

Attention: Charles Reid, President & CEO (Acting)

Dear Mr. Reid;

RE: Optional Refusal of Smart Meter Installation

At the Regular Meeting of Council held June 11, 2012 Council passed the following resolution regarding smart meter installation:

THAT Council forward a letter to BC Hydro, copied to the Premier and all UBCM Member Municipalities in support of further investigation into the matter of the installation of wireless smart meters in British Columbia.

AND FURTHER, that due to active discussion and ongoing research into the possible health and environmental effects related to radio frequency signals emitted from these devices, a moratorium should be placed on the installation of these meters until the major issues and problems identified regarding wireless smart meters are independently assessed and accepted and acceptable alternatives can be made available at no added cost to the consumer.

AND FURTHER, that BC Hydro be requested to present "Options for Refusal" to the BC Utilities Commission for consideration.

CARRIED

Council believes that citizens should have the right to choose whether or not to opt into the use of this technology and have wireless smart meter installed on their residences. Thank you for your consideration of this important issue.

Yours truly,

Mary Giuliano, Mayor
Direct Line (250) 423-2233 -- email: mary.giuliano@fernie.ca

MG:sz

PC: The Honourable Christie Clark, Premier
UBCM Municipalities

VILLAGE OF GRANISLE
Incorporated June 29, 1971

BOX 128, GRANISLE, B.C.
V0J 1W0



TELEPHONE (250) 697-2248
FAX (250) 697-2306

June 11, 2012

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

Dear Mr. Reid:

RE: Optional Refusal of Smart Meter Installation

At the Regular Council Meeting held Wednesday, June 6, 2012 Council received correspondence from the Village of Gold River regarding the installation of smart meters in BC and passed the following resolution:

"MOVED that Council direct staff to forward a letter to BC Hydro in support of optional refusal of the installation of wireless smart meters for citizens in 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".

Council believes that citizens should have the right to choose whether or not to have a wireless smart meter installed.

Sincerely,


Linda McGuire
Mayor

Cc: Premier Christy Clark
UBCM Member Municipalities

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



June 20th, 2012

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

Dear Mr. Reid:

Re: Optional Refusal of Smart Meter Installation

At the Township of Spallumcheen Regular Meeting of Council held on Monday, June 18th, 2012 the Township received copy of a letter from the Village of Gold River dated May 23rd, 2012 in regards to the above-noted topic. The Township Council agreed that there should be, upon discussion, an optional refusal of Smart Meter Installation and therefore, passed the following resolution:

"...That the Township of Spallumcheen receive the letter dated May 23rd, 2012 from Kirsty Begon, Deputy Mayor, Village of Gold River in regards to Optional Refusal of Smart Meter Installation,

AND THAT the Township Council direct staff to provide a letter to BC Hydro in support of the optional refusal request as outlined in the Village of Gold River's letter dated May 23rd, 2012 for the installation of wireless smart meters for citizens in British Columbia especially if they are willing to bear any additional cost associated to that choice,

AND FURTHER THAT the letter be carbon-copied to Premier Christy Clark for her information and the Union of British Columbia Municipalities to be circulated to the membership."

Due to the level of concern provided throughout British Columbia, the opportunity to choose whether your home is upgraded to the new technology should be a choice until such time as residents concerns are relaxed and furthermore agree to the upgrade.

Thank you for your attention to this matter, if you have any questions in this regard, please contact the undersigned.

Respectfully,

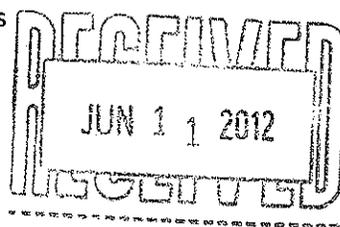
A handwritten signature in black ink, appearing to be "Cindy Graves", is written over a horizontal line.

Cindy Graves
Deputy Corporate Officer

cc. Premier Christy Clark
UBCM Member Municipalities

Alberni Clayoquot Regional District
Attention: Mr. Glenn Wong Chairperson & Board of Directors
3008 Fifth Avenue
Port Alberni, B.C.
V9Y 2E3

June 6, 2012



Box 67 Tofino, BC
CANADA V0R 2Z0

Dear: Chair Mr. Wong and Directors:

I am pleased to share the enclosed Clayoquot Biosphere Trust (CBT) 2011 Annual Report. As you will see, the CBT continues to meet the needs of our region through a diversity of programs and funding streams.

I am also excited to share a couple of recent developments. Our Sustainability Studies 11/12 curriculum has been approved by the SD #70 Board and will be offered in September 2012 at Ucluelet Secondary School.

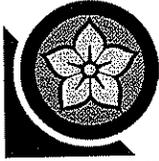
As well, the CBT has recently gained Community Foundation status. As the region's community foundation we will continue to deliver a local granting program, while diversifying the ways that we support organizations such as offering professional development and other tools to help staff and board members. We are also bringing donors to the table as community builders, matching their interests and concerns with community needs and organizations, and finding innovative and responsible ways to give their investments lasting impact.

As well, we are on our way to publishing our first Vital Signs report - a community health snapshot that will provide a comprehensive view of local issues. Measuring our region's vitality in critical areas will assist the community on many levels, from informing policy and governance decisions, to focusing educational and research initiatives, to raising public awareness. This project will also increase the effectiveness of the CBT's grant making, helping us to inform our donors about issues and opportunities in the community and assisting us in making connections between individuals and groups to address those issues. We look forward to sharing this report with you in October, 2012.

Please do not hesitate to contact me if you have questions about the CBT or would like to get involved in one of our programs.

Warm regards,

Rebecca Hurwitz
Managing Director



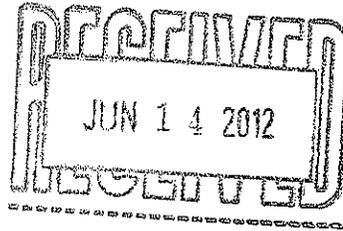
ombudsperson
B.C.'s Independent Voice For Fairness

General Inquiries: (250) 387-5855
Toll-Free: 1-800-567-3247
Fax: (250) 387-0198
www.bcombudsperson.ca

947 Fort Street
PO Box 9039 Stn Prov Govt
Victoria BC V8W 9A5

May 29, 2012

Mr. Glenn Wong
Chair
Alberni-Clayoqout Regional District
3008 5th Ave.
PORT ALBERNI BC V9Y 2E3



Dear Mr. Wong:

I am pleased to provide you with a copy of our 2011/12 Annual Report. I hope you find it an informative overview of the work of the Office of the Ombudsperson. Over 8,000 inquiries and complaints were received in this last fiscal year and a three-year systemic investigation on seniors home and community care issues was concluded and presented to the provincial legislature.

While the annual report is a look back at our work over the past year, as you will read in my introduction, I have also taken the opportunity to look forward. I was recently re-appointed for a second six-year term and I hope to work with all administrative fairness stakeholders to encourage preventative ombudsmanship and enhance participative democracy.

If you would like additional copies of this report or would like to have someone from our office speak to your staff about the role of the Office of the Ombudsperson in B.C., please contact us at 250-387-5855 or toll free at 1-800-567-3247. The report is also available on our website at www.bcombudsperson.ca.

Yours sincerely,

Kim S. Carter
Ombudsperson
Province of British Columbia

Enclosure

FROM THE OMBUDSPERSON

As I approach the end of my six year term as Ombudsperson for British Columbia I would like to look back at a series of changes that the Office has made to improve the service it delivers to the people of British Columbia and also look forward to the opportunities and challenges that lie ahead for this office over the next few years.

In 2006 the Office of the Ombudsperson was just coming out of a period of contraction resulting from resource constraints. By the end of 2006 the Office was once again exercising its full jurisdiction over areas such as local government, health authorities and self-regulating professions.

Once the ability to respond to complaints about all the provincial public agencies that fell within our mandate was re-established we started looking at new and better ways to enhance our services and ensure people in British Columbia would be treated fairly and reasonably.

One of the first steps was to create a systemic investigation team which could focus on large issues and complex problems and through in-depth investigations and public reporting assist agencies in improving their processes. The systemic investigation team has produced a number of very valuable reports that have assisted public agencies, the government, other stakeholders and the public to better understand and improve the fairness of processes ranging from the security of lottery prize payouts to drinking water safety.

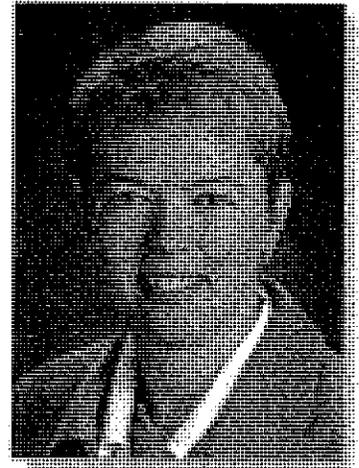
Most recently this year the Office completed the largest and most complex systemic investigation in its over 30 year history. This resulted in a comprehensive report on home and community care – *The Best of Care: Getting it Right for Seniors in British Columbia*. The positive public support for the investigation and the report is unprecedented. I believe it clearly demonstrates the unique role that the Office of the Ombudsperson can play in ensuring that some of the most vulnerable and deserving members of our society are treated fairly.

Our focus has not been limited only to large and complex investigations. At the other end of the spectrum the Office established an Early Resolution Program to more quickly and effectively resolve complaints without the need to do a full, formal investigation. The Early Resolution Program has been warmly welcomed by complainants and authorities and now redirects approximately 15% of the investigative caseload.

Although it is important to look at innovations it is equally important to focus on how we do our core work – dealing with thousands of inquiries and complaints each year. In these areas the Office continues to excel in delivering courteous and useful service. Firstly to the members of the public who come to us for assistance, but equally importantly to public agencies who we assist in improving the fairness of their processes and therefore the effectiveness of their service delivery.

In all these cases there is one critical element that allows a small office to “punch above its weight”, to deliver a major report, an effective referral, or a timely resolution. That critical element is dedicated, passionate, competent and hard-working staff. The quality of the staff, their commitment to fair treatment, and their belief in the work they do is what has always and will continue to make this office a place where people can be confident that there is someone who cares, who will listen, and who will work to ensure that they receive fair treatment from public authorities.

FROM THE OMBUDSPERSON



It is that firm foundation that will allow the Office to benefit from the opportunities and overcome the challenges that lie ahead. Those opportunities include a greater emphasis on outreach – not simply outreach to communities or groups who do not realize they can come to this office for assistance but outreach that will contribute to “Preventative Ombudsmanship”. Preventative ombudsmanship is the concept of effectively sharing the lessons learned from our work and our successes with public agencies and other stakeholders to improve the design and operation of policies, processes and practices to avoid unfairness rather than waiting to have to resolve an unfairness that has occurred.

Another opportunity that lies ahead is building an understanding of the role of the Office of the Ombudsperson in supporting participative democracy. An individual who comes to the Office of the Ombudsperson with a problem that we can resolve not only improves their own situation but also helps to make sure that other people do not suffer the same unfairness. They participate very directly in improving our governing processes – our democratic system.

There are of course challenges ahead. In a world that is focussed more and more on technology and instant communication it can be difficult to ensure that groups who have less capacity to use new tools and systems still have access to the services they need, to ensure that the programs designed to assist them are ones that are accessible to them. That too will be an area where the Office of the Ombudsperson will have a role to play.

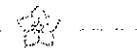
In conclusion I would like to say that I have had an interesting and exciting term as Ombudsperson. The six years have gone incredibly quickly and have been full of positive change. It has truly been an honour and a pleasure to serve the people of British Columbia as Ombudsperson. I hope that I have met the challenge that all of us face which is to leave our organizations a little stronger, a little better than we found them. If that is the case, then the credit is due to the amazing support of the people who work in the Office of the Ombudsperson of British Columbia and who come into work every day committed to making British Columbia a better place to live.

Thank you.



Kim Carter
Ombudsperson

Province of British Columbia



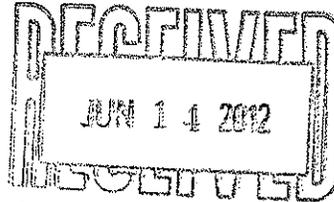


**VANCOUVER ISLAND
REGIONAL LIBRARY**

OFFICE OF THE EXECUTIVE DIRECTOR
6250 Hammond Bay Road, Box 3333
Nanaimo, BC V9R 5N3
T: 250.729.2310 • F: 250.758.2482
Email: executivedirector@virl.bc.ca

June 9, 2012

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



Dear Chair and Board

It is my pleasure to enclose a copy of our 2011 Annual Report. The past year has seen Vancouver Island Regional Library begin to realize our 2011-2015 strategic plan.

We relish the role we play in the communities we serve through our 38 branch locations on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. We are working hard in our communities to ensure Vancouver Island Regional Library is "the one place to look".

On behalf of the Board of Trustees of Vancouver Island Regional Library, I would like to express our appreciation for the support and cooperation that we continue to receive from you. In these times of government fiscal constraint, the financial contributions from our member municipalities and regional districts are more important than ever to help us maintain a strong public library that enriches lives and communities through universal access to knowledge, lifelong learning and literacy.

I invite you to take some time to read our report. Please feel free to contact me at rbonanno@virl.bc.ca with any comments or questions.

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director
VANCOUVER ISLAND REGIONAL LIBRARY

Encl.

Strong Libraries • Strong Communities

Bella Coola Bowser Campbell River Chemainus Cortox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland
Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo Wellington Parksville
Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Tofino
Victoria Fernand Sidney/North Saanich Sooke South Cowichan Takis Tofino Ucluelet Union Bay West

From the Board Chair



Ronna-Rae Leonard

Libraries are vital assets to their communities. Research shows that strong public libraries are the cornerstone of any strong and healthy community. Public libraries provide educational and

learning opportunities for a lifetime – from early literacy programs, summer reading clubs and homework help for school-aged children, to adult literacy. Public libraries are perhaps the one remaining place where knowledge and opportunity can be freely accessed by anyone.

Over the past year, Vancouver Island Regional Library has seen an increase in the use of our library services, especially in our rural communities. People are turning to us for help, not just to borrow books, but to use the Internet to search for employment, to apply for jobs or government services, and a host of other tasks to better their lives. Visit your local public library and find out how we can help.

From the Executive Director

2011 has been both a challenging and an exciting year. Everyone at Vancouver Island Regional Library is working hard to ensure we continue to enrich lives and communities through universal access to knowledge, lifelong learning, and literacy. We want Vancouver Island Regional Library to be “the one place to look”.

It is an exciting time to be a public library. It is a time of change and a time of opportunity. Vancouver Island Regional Library is embracing that change and opportunity. Thank you to our Board of Trustees for their continued leadership and wise counsel as we walk this path.



Rosemary Bonanno

Our Highlights

Celebrating 75 years of service

From our humble beginnings with 12,600 books, six branches and seven van routes in the central Island region to a system with more than 1.1 million items and 38 branches, Vancouver Island Regional Library has come a long way. We celebrated our 75th anniversary in 2011. Our history is inextricably linked to a grant from the Andrew Carnegie Corporation of New York to start a small system that has grown into the fourth-largest library system in B.C. – the 13th largest in Canada – serving Vancouver Island from north of Victoria to Haida Gwaii and Bella Coola on the central mainland coast. Customers and staff participated in many celebrations throughout our service area.

Teen video contest

We conducted a video contest for teens aged 13 to 18 as part of our 75th anniversary celebrations. Teens created a one-to-three minute video on YouTube about why they love their library. The contest was a way for young people to communicate why they think libraries are needed now more than ever. The contest entries included live-action, animation and machinima. The professional quality of the videos, and the innovative and thought-provoking submissions impressed the judges. Our Board of Trustees presented Jamie Ruddick and Josh Richardson from Nanaimo, and David Krisner from Comox, with the first prize certificate of recognition and \$500 each.

New branches planned

Our Consolidated Facilities Master Plan has guided all of our facility decisions over the past year. Significant planning took place in 2011 for our new Cowichan Lake and Nanaimo North branches, with construction anticipated to start in 2012. The Cowichan Lake Library will be larger than the former library with more free public computers with Internet access; special computer stations for children with educational, fun-filled software that promotes literacy; increased public space

with comfortable lounge seating for reading, quiet study areas, meeting room spaces, and areas for children’s programs. The 17,600 square foot Nanaimo North library will include: distinct “zones” – teen, community, express, research and children’s; community meeting rooms; a comprehensive collection; and an outdoor courtyard.

Much work also took place on the development of new library branches in Bella Coola, Gabriola Island and Quadra Island, all of which will open in 2012.

New kindergarten kits

A new resource for parents, caregivers and teachers was launched in 2011 with our Kindergarten Kits. Each kit includes books, felt stories, puppets, puzzles, CDs, DVDs, and an information sheet. Kit themes are based on the Public Library Association’s list of “100 Picture Books to Read in Kindergarten.” Our Kindergarten Kits were introduced to support parents, caregivers, teachers and students as they transition into full day kindergarten, introduced across British Columbia in 2011.

Redesigned website

Our new website uses colourful feature blocks to ease navigation to our frequently used web pages. The “Using the Library” section provides our customers with just about everything they need to know about the library – from tips on the catalogue and how to get a library card, to opening hours, downloadable books, book club sets, special collections, and more. “Ask a Librarian” allows customers to contact a librarian by email or by calling our toll-free phone number 1-877-415-VIRL (8475) for information on books, movies, homework help, e-resources, animated books for kids, and much more. Visit virl.bc.ca.



Our Donors, Friends & Funders

Thank you very much to our donors, friends and funders. Your support, gifts and grants help to build strong libraries and strong communities. Thank you for the part you play in our continued development and success.

Donors

In 2011, donors and benefactors contributed \$32,592 to our Library branches that helped improve and increase our services and collections.

Evelyn Almassy ■ Mildred Anderson ■ Marlene Armstrong ■ Loretta Bailey ■ Linda Banks ■ Juanita Benedictson ■ Bernice Betts ■ Adriana Blijleven ■ Constance Blunden ■ Martha Boden ■ Rosemary Bonanno ■ Eleanor Bowman ■ Peggy Brackett ■ Cheryl Brennan ■ John Bridal ■ James Burgess ■ John Burke-Gaffney ■ Betty Cavin ■ Chemainus Crofton Fraternal Order Of Eagles Ladies Auxiliary 4400 ■ Robert R. Clayton ■ Comox Valley Book Friends ■ Paul Cooper ■ Alison Cubbon ■ Rosie Dauk ■ Claire Delves ■ Alja Den Boer ■ Joan Eccles ■ Miriam Ellingson ■ Crystal Elton ■ Erika Enns ■ Kim Falconer ■ Leslie Ferrier ■ James and Lorraine Fontaine ■ Marie Anna Bell Fox ■ Friends Of The Library - Gabriola ■ Friends Of The Library - Gold River ■ Friends Of The Library - Nanaimo Branch ■ Friends Of The Library - Sidney Branch ■ Friends Of The Library - Wellington Branch ■ Jeanne Gillies ■ Gold River Literacy Society ■ Stanley Goodrich ■ Alison Graves ■ Joan Green ■ Paul and Sheila Greenwood ■ Gwaii Trust ■ David Ham ■ John Ham ■ Shelley Heming ■ Andrew Hilton ■ Hippy Canada (SDPP) ■ Pippa Ingram ■ Andry Isaksen ■ Audrey Johnson ■ Janna Jorgensen ■ John Joy ■ Rohinton Kerravala ■ Jason Kuffler ■ Karl Kurz ■ Ladysmith Fraternal Order of Eagles, Aerie 2101 ■ Reinhold Lang ■ Sylvie Lanmark Kaye ■ Laura Gordon Chapter IODE ■ Lucas Law ■ Literacy Haida Gwaii Society ■ Joel N. Livingston ■ Priscilla Lockwood ■ Catherine Lowe ■ Mary MacLaurin ■ Doretta McGregor ■ Helen Nation ■ Arlene Nelson ■ Northern Savings Credit Union ■ Rolf Olsson ■ Cecily Overall ■ Rebecca Jane Packer ■ Judith Palm ■ Barb Parker ■ Parksville & District Rock & Gem Club ■ Parksville Quilt House Quilters Guild ■ Robert Peacock ■ Peninsula Lifetime Eyecare Centre ■ Carol Anne Pillion ■ Richard and Marilyn Powell ■ QC Teen Friends ■ Gail Revesz ■ Campbell Roderick ■ Safeway Employees Ladysmith ■ Gary Searing ■ Sharon & Diet Seibt ■ Miriam Shell ■ Pat Sibley ■ Rose Skobin ■ Reid Smith Solberg ■ Hollis Stephen ■ Lon Taylor ■ Kathleen Thompson ■ Dave and Jean Tidd ■ Pippa Warhurst ■ Mark Warrior ■ Catherine Welte ■ Rose White ■ Constance Wood ■ Susan Yates ■ Paul Zimmerman

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

Friends of the Library chapters

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

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



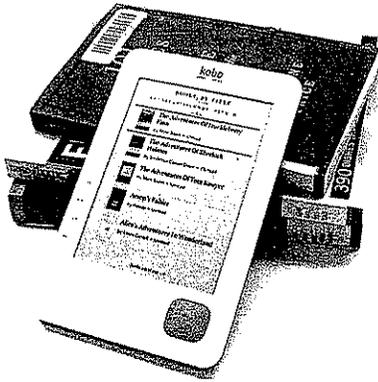
Grants

Government

Per Capita	\$ 1,188,026
BC OneCard	24,000
Resource Sharing	6,863
CAP Grants	95,693
Literacy	46,324
Canada Council – BookFest	6,040

Partners

Law Matters Project	\$ 7,687
CanWest Global Foundation – Literacy	12,866
Francophone Affairs	10,000



Our Mission

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

Social media

In 2011 we launched an improved online library catalogue. The new catalogue is easy to browse, has improved search capabilities, displays cover art and staff pick pages, keeps track of items already borrowed, and incorporates social network features. It allows users to build lists of items to be borrowed and add reviews, similar to features found on Amazon.com and Chapters.ca

Kobo readers a big hit

Since their introduction in 2011, our Kobo eReaders have been flying off the shelves. Our 90 Kobos allow our customers to experience a new technology that is growing in popularity. 'Kobo' is an anagram of the word 'book'. The eReaders come preloaded with 100 books, and customers can download over 5,000 downloadable titles through our popular Library To Go service. Our "how-to" workshops provided by staff are also extremely popular.

Summer Reading Club

2011 saw our branches delivering a very successful Summer Reading Club (SRC). SRC is a province-wide initiative sponsored by the British Columbia



Library Association (BCLA) and local public libraries with the assistance of the Ministry of Education. The theme for 2011 was "savour each word". Kids and families found stories and information at their local public library to tickle their taste buds and bring delight to their dreams as they savoured each word all summer long.

Lifelong learning for VIRL staff

Our staff have many opportunities throughout the year to participate in workshops, conferences and online training. Ongoing professional development is very important for library staff. Examples of some of the training enjoyed by our staff in 2011 include Microsoft Office 2010, Leading a High Performance Team, First Aid, and Effective Meetings. Circulation staff at our Bella Coola branch participated in online training and self-study through a partnership with North Island College while our new branch was being developed. Lynda.com is a very popular online training program which provides 1,000 courses comprised of 40,000 online tutorials. This training tool was made available to all VIRL staff in 2011. Staff participated in over 1,000 modules during the year.

Our Facts & Stats



Population served	417,524
Library cardholders	162,193
New cardholders registered	26,340
Items borrowed	5,407,295
Items in collection (books, magazines, CDs, DVDs)	993,657
New items added to collection	162,219
Items checked out using Express Check-Out	1,789,207
Ebooks and audiobooks downloaded	85,728
Connections to high-speed wireless service	91,369
Programs offered	2,371
Program attendance	48,363
Summer Reading program participants	4,932
Public computers/Internet stations	213
Kids computer stations	32

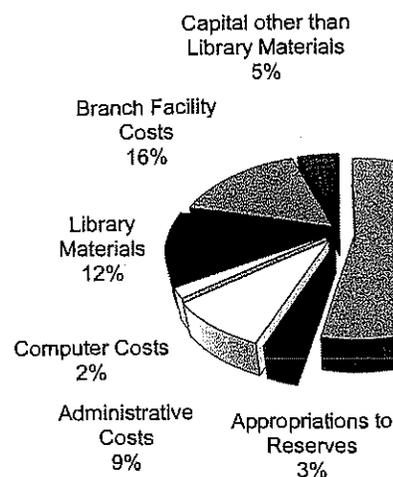
Our Revenues & Expenditures

*Consolidated Statement of Operations

For the year ended December 31, 2011

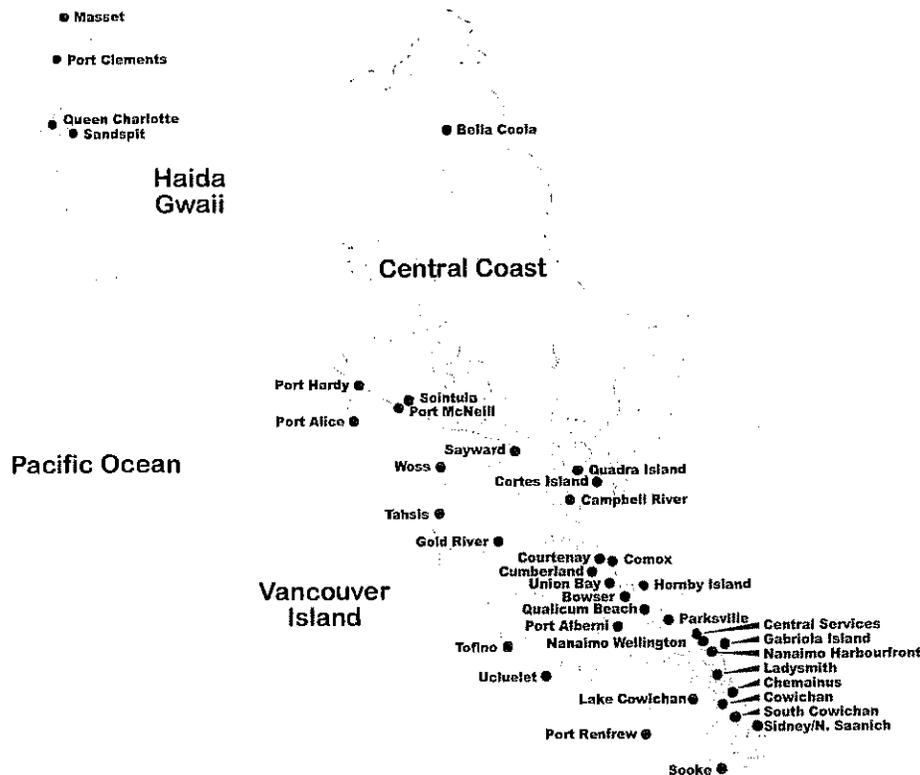
	Budget (Unaudited) See Note 10	2011	2010
Revenues			
Municipal levies	\$ 10,575,744	\$ 10,575,773	\$ 9,963,196
Rural levies	4,945,796	4,945,796	4,710,837
Government grants	1,179,056	1,281,253	1,335,042
Fines and other income	475,581	756,308	728,275
Interest earned	60,100	68,164	27,341
Total Revenues	17,236,277	17,627,294	16,764,691
Expenditures			
Wages and benefits - Schedule I	9,805,013	9,434,057	9,303,503
Branch costs	2,894,711	2,799,677	2,747,204
Miscellaneous Library materials	11,008	7,653	10,449
Administration costs - Schedule II	1,884,442	1,870,733	1,884,958
Retirement benefit accrual	50,000	(15,277)	22,962
Amortization Expense	2,354,744	2,354,744	2,305,639
Total Expenditures	16,999,918	16,451,587	16,274,715
Operating Surplus	236,359	1,175,707	489,976
Accumulated Surplus beginning of year	\$ 10,507,443	\$ 10,507,443	\$ 10,017,467
Accumulated Surplus end of year	\$ 10,743,802	\$ 11,683,150	\$ 10,507,443

*The Consolidated Statement of Operations is only reflective of the operating Revenues and Expenditures. For a complete financial perspective please refer to our Audited Financial Statements which are available at <http://viri.bc.ca/sites/default/files/documents/Reports/Financial%20Statements/2011%20Audited%20Financial%20Statements.pdf>



2011 Expenditures

Our Service Area



Board - Executive

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

Board - Municipal Members

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

Board - Regional District Members

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

Senior Management Team

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

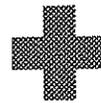
About Vancouver Island Regional Library

Vancouver Island Regional Library (VIRL) opened its doors in 1936 as the Vancouver Island Union Library. We were the second regional library in North America. With 38 branch libraries across the island, we serve 417,524 residents and employ over 300 employees. Our holdings number over 993,000 and include books, magazines, CD's and DVD's. Our administrative offices are located in Nanaimo.

This Annual Report is online at <http://virl.bc.ca/about-us/reports-and-plans>

VANCOUVER ISLAND REGIONAL LIBRARY CENTRAL SERVICES

Box 3333 | 6250 Hammond Bay Road
 Nanaimo, BC Canada V9R 5N3
 T: 250.758.4697 | F: 250.758.2482
 E: info@virl.bc.ca | W: www.virl.bc.ca

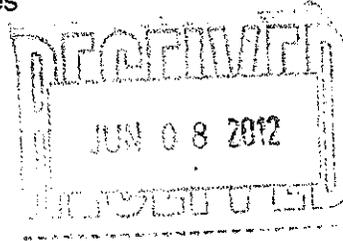


CANADIAN
RED CROSS

3-2525 McCullough Rd.
Nanaimo, BC V9S 4M9
Canada
redcross.ca

Wednesday, June 6, 2012

Wendy Thomson, Manager of Administrative Services
Alberni-Clayoquot Regional District
3008 Fifth Ave.
Port Alberni, BC V9Y 2E3



Dear Ms. Thomson,

Re: Sincere thank you for your support for the Port Alberni HELP Depot

On behalf of myself, the HELP program, and the Canadian Red Cross, I want to offer our sincere gratitude for the generous \$5,015.00 grant provided by the Alberni-Clayoquot Regional District.

Your support means that HELP volunteers will be better equipped to meet Alberni-Clayoquot's increasing demand for health equipment by helping us to replace old equipment and purchase additional new items that are in high demand. The walkers, wheelchairs, and elevating footrests that you are purchasing will offer tremendous relief to residents of Alberni-Clayoquot as they recover from an illness or injury. Your gift will help members of your community (mostly seniors) recover at home, as safely and comfortably as possible by ensuring that those in need have free and prompt access to medical equipment that is clean and well-maintained.

Thank you, Ms. Thomson and members of the selections committee, for empathising with your fellow Alberni-Clayoquot community members, and actively working to improve life for those around you. Please feel free to contact me anytime. If you would like to see your gift in action, I would be delighted to arrange a tour of your local HELP Depot.

Warmest regards,

Diane Marwick
Health Equipment Loan Program Coordinator

Canadian Red Cross
Western Zone
3-2525 McCullough Rd.
Nanaimo | BC | CA | V9S 4M9
T 250.756.9363 ext. 222 || F 250.756.9362
diane.marwick@redcross.ca | www.redcross.ca



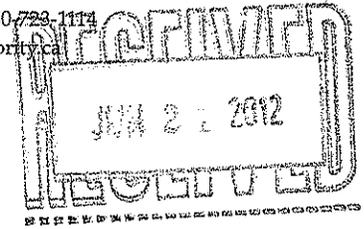
CANADIAN
RED CROSS



PORT ALBERNI PORT AUTHORITY
2750 Harbour Road
Port Alberni, B.C. V9Y 7X2
Tel. 250-723-5312 Fax. 250-723-1114
www.portalberniportauthority.ca

ADMINISTRATION PORTUAIRE DE PORT ALBERNI
2750, Harbour Road
Port Alberni, (C.-B.) V9Y 7X2
Tél. 250-723-5312 Fax. 250-723-1114
www.portalberniportauthority.ca

June 19, 2012



Honourable Blair Lekstrom
Minister of Transportation and Infrastructure
PO Box 9055 Stn Prov Govt
Victoria, BC, V8W 9E2

Dear Minister Lekstrom:

Re: Improved highway access to Port Alberni

The Port Alberni Port Authority believes your Ministry understands important role transportation infrastructure plays in the economic and social development of a region and the province. The Alberni Valley's important contribution and growth toward the provincial industrial and economic base has been limited by an ever increasingly aged highway system. Local economic and industrial stakeholders and potential investors believe that vital improvements to the area's transportation infrastructure are necessary to help the region and province of British Columbia grow and prosper. Recently, with your support, we have been actively promoting and developing the conceptual plans to build a new connector highway into Port Alberni that is safer, faster and more reliable.

The Transportation Committee, under the leadership of the Port Alberni Port Authority, has been working for the past 12 months on assessing the transportation links to Port facilities. Our focus has been primarily on the Highway 4 bottleneck restricting the flow of goods to the Port, and our role the in Asia Pacific Gateway program. The Port worked independently for a period of time and then recently approached local governments and First Nations to assess their interest in forming a regional transportation committee. Subsequent to our invitation, the following groups have agreed to participate:

Darren DeLuca	Director, Port Alberni Port Authority
Gillian Trumper	Director, Port Alberni Port Authority
Dianne St Jacques	Director, Port Alberni Port Authority
Rob Cole	Councilor, City of Port Alberni
Jack McLennan	Councilor, City of Port Alberni
Mike Kokura	Director, Alberni-Clayoquot Regional District
Glen Wong	Director, Alberni-Clayoquot Regional District
Bob Cole	Director, Alberni-Valley Chamber of Commerce
Paula Petersen	Member, Alberni Valley Chamber of Commerce
Cindy Stern (observer)	CEO, Tseshaht First Nation



The Committee has met with the Ministry of Transportation to review the two previously proposed alternate routes from Highway 19 to Port Alberni (Haggard and Horne Lake) and have requested that your Ministry identify the preferred route from an engineering perspective. We have been advised that a preferred route and conceptual plan will be available soon. It is important that we move from the conceptual design stage to the planning stage in the very near future. There are a number of prospective economic opportunities that are keeping a keen eye on such developments.

The Committee is also exploring options for an industrial bypass route to access port terminals and divert as much traffic as possible from the Port Alberni downtown core. The actual bypass route would be dependent on the route chosen for a new Highway 4 connector and its terminus.

We wish to emphasize the importance of this project and the necessity of moving forward to the planning stage as soon as possible. The Port Authority firmly believes that a new highway is the top infrastructure priority required for the region to grow and prosper and contribute to the economic prosperity of the Province of BC. We are advised that the planning process may cost significant funds to complete. The Transportation Committee and Port Alberni Port Authority are prepared to make a very real financial commitment to ensure this project proceeds.

We thank your Ministry for your support so far in this initiative and would be pleased to provide any additional information or communication you require. Please feel free to contact me at the numbers above or direct at 250-720-7453.

Sincerely,



Darren DeLuca
Director, Port Alberni Port Authority
Chair, Alberni Valley Regional Transportation Committee

cc: Premier Christy Clark
Honourable Pat Bell, Minister of Jobs, Tourism and Innovation
Honourable Ida Chong, Minister of Community, Sport and Cultural Development
Honourable Don McRae, Minister of Agriculture
Scott Fraser, MLA, Alberni-Pacific Rim
Harry Bains, MLA, Opposition Transportation Critic
John Douglas, Mayor, City of Port Alberni
Glen Wong, Chair, Alberni Clayoquot Regional District
Cindy Stern, CEO, Tseshah First Nation
Rob Duncan, CEO, Hupacasath First Nation
Mike Carter, Executive Director, Alberni Valley Chamber of Commerce
Grant Main, Deputy Minister, Ministry of Transportation and Infrastructure
Kirsten Pedersen, District Manager/Executive Director, MOTI Vancouver Island Region



THE CORPORATION OF THE
DISTRICT OF WEST VANCOUVER
OFFICE OF THE MAYOR

June 8, 2012

File: 0175-01

To UBCM Member Municipalities

Re: Protection of Fish Habitat in Waterways

The District of West Vancouver Council at its June 4, 2012 regular meeting received correspondence dated May 31, 2012 from the City of North Vancouver regarding Protection of Fish Habitat in Waterways, and following discussion, the District of West Vancouver Council passed the following motion:

THAT Council forward to the federal and provincial Ministers of Fisheries and Agriculture, to North Shore MPs and MLAs and to UBCM member municipalities, its concerns regarding the federal government's proposed changes to section 35(1) of the Fisheries Act, as follows:

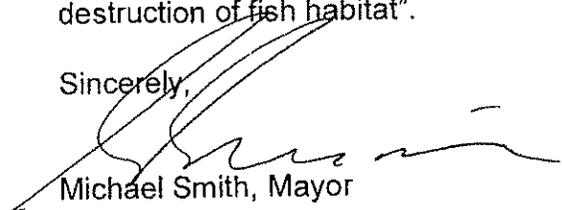
WHEREAS the District of West Vancouver has made significant investments in the protection of fish habitat in waterways that pass through the District and on the waterfront;

AND WHEREAS the protection of natural habitats (fish habitat included) is an important value for the District of West Vancouver community and in the Official Community Plan;

NOW THEREFORE BE IT RESOLVED THAT the District of West Vancouver call upon the federal government to abandon proposed changes to section 35(1) of the Fisheries Act that would see the removal of provisions banning or limiting activities that result in the "harmful alteration, disruption or destruction of fish habitat".

Council has respectfully requested that the federal government consider abandoning proposed changes to section 35(1) of the *Fisheries Act* that would see the removal of provisions banning or limiting activities that result in the "harmful alteration, disruption or destruction of fish habitat".

Sincerely,


Michael Smith, Mayor



MEMORANDUM

To: Board of Directors
From: Janice Hill, Environmental Services Assistant
Date: June 18, 2012
Subject: Yellow Pages – telephone book recycling

The Yellow Pages Group (YPG) currently does not directly support any recycling initiatives in BC. At this time YPG is developing its Extended Producer Responsibility (EPR) plan in accordance with BC's upcoming Paper and Packaging EPR program to be in effect in 2014 which will mandate that all producers ensure that 70% of their materials are diverted away from landfills.

For years, YPG has encouraged residents to recycle outdated directories in their local curbside recycling programs and directories are 100% recyclable. Directories have one of the highest recycling rates for any material in Canada. The ACRD's curbside recycling program accepts telephone directories as do the recycling depots. We will ensure that the public is aware of this.

Janice Hill



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: June 27, 2012
Subject: Salmon Beach Road Maintenance

Recommendation:

That the Board of Directors instruct staff to organize a joint meeting with the Ministry of Transportation, Ministry of Forests, Lands & Natural Resource Operations and ACRD staff to discuss the future of road maintenance in Salmon Beach.

Desired Outcome:

To have either the Ministry of Transportation or the Ministry of Forests, Lands & Natural Resource Operations take over the access and internal road maintenance for Salmon Beach.

Summary:

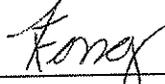
The access and internal road maintenance at Salmon Beach costs the owners between \$100,000 and \$150,000 per year. It is felt by the community that this is a service that they pay the Province for through their Provincial taxes. The Ministry of Forests states that it is not their responsibility to provide access road maintenance because the subdivision is designated as water access only. The Ministry of Transportation states that it is not their responsibility for the internal road maintenance because the roads were never brought up to Ministry standards by the developer. This issue has been discussed for a number of years and staff believes it would be helpful to get everyone together to discuss as a group. The Ministry of Transportation has expressed a willingness to meet with the Salmon Beach Committee as well but would like to meet with ACRD staff first.

Time Requirements – Staff & Elected Officials:

Minimal staff time would be required to organize and participate in a joint meeting.

Financial:

The current year tax requisition for Salmon Beach Transportation is \$109,907.

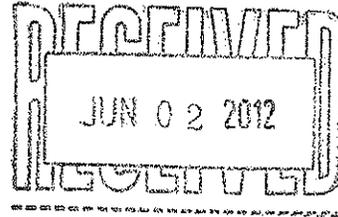
Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



Our File: 01-002-12511

May 31, 2012



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

Attention: Teri Fong, CGA, Manager of Finance

Dear Teri:

Re: Salmon Beach Road Maintenance

Thank you for your letter dated May 17, 2012, addressed to Kirsten Pedersen, District Manager, Transportation, regarding the concerns raised by the residents of the Salmon Beach recreational properties.

Although the property owners utilize the industrial road from Highway #4 into their lots, these properties are access by water only as there is no public road connection from Highway #4, the nearest public road, to these properties. The developer, Marhal Investments Ltd., constructed an all-weather wharf to provide water access to this development, back in the early 1990's.

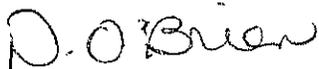
Marhal Investments Ltd., approached the Ministry in the early 1990's to maintain the public roads within this development, and the Ministry advised that if the roads were constructed to our standards, we would maintain them. Marhal Investments Ltd. did not follow through on this, and the Ministry of Transportation & Infrastructure does not maintain these roads.

As discussed during our telephone conversation between yourself, Johnathan Tillie, and myself, the Ministry of Transportation & Infrastructure would be willing to meet with the Alberni-Clayoquot Regional District and representatives from the Ministry of Forests, Lands & Natural Resource Operations to discuss this further, prior to a joint meeting with the Salmon Beach Committee.

I look forward to hearing from you in the near future regarding a joint meeting between the three agencies.

If you have any questions, please do not hesitate to contact me at (250) 751-3268.

Regards,

A handwritten signature in cursive script that reads "D. O'Brien".

Debbie O'Brien
Senior District Development Technician
Vancouver Island District

:dlo

cc: Johnathan Tillie, Operations Manager, MoT (by e-mail)
Ed Kleywegt, District Engineering Officer, FLNRO (by e-mail)



REQUEST FOR DECISION

To: Board of Directors
From: Beaver Creek Water Advisory Committee
Meeting Date: June 27, 2012
Subject: Disconnection Procedures

Recommendation:

That the Board of Directors no longer follow the procedures of the former Beaver Creek Improvement District with regard to the disconnection process of delinquent accounts.

Desired Outcome:

To eliminate the time consuming procedure of disconnecting water to ensure payment.

Summary:

The conversion of the Beaver Creek Improvement District to local service area has enabled the service the ability to collect unpaid tolls and parcels by transferring outstanding balances at the end of the year to the property tax bills. This guarantees the payment of all outstanding amounts unless the Province has three years of delinquent taxes and is pursuing the tax sale process for collection. With this guarantee of eventual payment, staff feels that this removes the need to follow the previously set out disconnection procedures. The current procedures were very necessary under the Improvement District model but very time consuming to administer from both an office and maintenance standpoint.

This recommendation was presented by staff to the Beaver Creek Water Advisory Committee at their June 18th meeting and a motion was passed to support staff's recommendation.

Background:

The current procedure is as follows if the account is greater than 90 days overdue:

1. An overdue statement of account is mailed with current bill
2. Given two weeks to bring delinquent amounts up to date
3. If no payment made by deadline disconnection notice is mailed giving an additional two weeks for payment
4. After disconnection notice date maintenance staff physically disconnects water
5. If resident then comes in to pay they must also pay \$50 reconnection charge
6. Maintenance staff reconnect water

Time Requirements – Staff & Elected Officials:

Currently a significant amount of staff time is required to chase payments as well as actually disconnect, monitor and reconnect the water service. This staff procedure will be completely removed by using the

transfer to taxes method to recover payment.

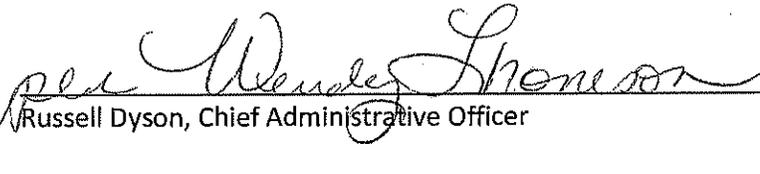
Financial:

The reconnection charge revenue of \$50 per reconnection will be lost but will be more than offset by the reduced staff time in dealing with delinquent accounts.

Options Considered:

Staff considered continuing with the current procedure but feel they are no longer necessary.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CGA, Manager of Finance

Meeting Date: June 27, 2012

Subject: Garbage & Recycling Bylaw Amendment

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012".

Desired Outcome:

To amend the bylaw before the start of the July 1st billing period to apply a \$2.00 penalty to outstanding accounts after the due date and to adjust the garbage and recycling fees to reflect the current contract on the West Coast.

Summary:

As requested by the City of Port Alberni, and the Districts' of Ucluelet and Tofino reminder notices are now sent out each fall in a second attempt to collect the garbage and recycling fees before they are transferred to taxes of the respective taxing authorities at the beginning of each year. Reminder notices were sent out in 2011 and were very effective in clearing up a number of outstanding accounts. The penalty is proposed by staff to offset some of the administrative costs of sending out the additional notices.

The Garbage and Recycling collection contract on the West Coast was renewed in the fall of 2011 and the fees for the applicable areas are being updated to reflect these new amounts.

Time Requirements – Staff & Elected Officials:

This bylaw amendment does not change the time requirement of staff or elected officials in delivering the garbage and recycling program but does create some further cost recovery for the process of creating reminder notices.

Financial:

The Alberni Valley recycling fee for the residents has remained at \$30.20 per year since the program started in 2008. The West Coast garbage and recycling fee for the residents dropped from \$168.03 to \$164.80 when the contract was retendered last fall. The \$2.00 penalty will be levied on all outstanding accounts after the due date.

Options Considered:

Staff considered charging either an interest or penalty percentage but felt that option would penalize the West Coast communities more than the Alberni Valley communities as the West Coast residents receive garbage and recycling collection whereas the Alberni Valley residents receive recycling only therefore the cost to provide the service is greater than in the Alberni Valley. This percentage would not be reflective of the amount of time spent to process reminder notices.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: per  Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw No. R1021-2

**A Bylaw to Amend the Collection of Garbage
and Recyclable Materials within the
Regional District of Alberni-Clayoquot**

WHEREAS pursuant to Bylaw No. R1020, cited as the “Solid Waste Management Plan Bylaw No. R1020, 2077”, the Regional District of Alberni-Clayoquot is authorized to collect garbage and recyclable materials;

AND WHEREAS the Regional District Board operates a garbage and recyclable material collection service to certain areas and classes of land within the District;

AND WHEREAS the Regional District Board wishes to amend the bylaw to allow for changes in the collection fees;

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

1. Bylaw cited as, “Bylaw No. R1021 Garbage and Recyclable Materials Collection Bylaw, 2008” is hereby amended by replacing Schedule “A” with Schedule “A”, attached to and forming part of this Bylaw.
2. This Bylaw may be cited as **“Bylaw No. R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012”**.

Read a first time this	day of	2012.
Read a second time this	day of	2012.
Read a third time this	day of	2012.
ADOPTED this	day of	2012.

Certified true and correct copy of
**“Bylaw No. R1021-2, Garbage and
Recyclable Materials Collection
Amendment, 2012”**

The Corporate seal of the Regional
District of Alberni-Clayoquot was
hereto affixed in the presence of:

Russell Dyson,
Chief Administrative Officer

Glenn Wong,
Chairperson

Schedule "A" Recycling and Garbage Collection Fees

1. Recycling Collection Fees for **Eligible Residences** within each **Recycling Collection Area**:

Recycling Collection Area	Annual Fee
City of Port Alberni	\$30.20
District of Tofino	\$61.40
District of Ucluelet	\$61.40
"Port Albion", a Portion of Electoral Area "C" (Long Beach)	\$61.40
"Millstream Subdivision", a Portion of Electoral Area "C" (Long Beach)	\$61.40
A Portion of Electoral Area "E" (Beaver Creek)	\$30.20

2. Garbage Collection Fees for **Eligible Residences** within each **Garbage Collection Area**:

Garbage Collection Area	Annual Fee
District of Tofino	\$103.40
District of Ucluelet	\$103.40
"Port Albion", a Portion of Electoral Area "C" (Long Beach)	\$103.40
"Millstream Subdivision", a Portion of Electoral Area "C" (Long Beach)	\$103.40

3. Tags for disposal of extra **Garbage** as specified in Section 6(b) is \$2.00 for a single use tag good for one **Garbage Container**.
4. The fees specified in Section 1 and 2 of this schedule will apply to a new **Eligible Residence** upon occupancy or upon issuance of an occupancy permit, whichever is earlier and the fee will be pro-rated by the number of months or part months left in the billing cycle.
5. The billing cycle will be July 1 to June 30.
6. Billing will be in advance and payment is due 30 days after the **Regional District** mails the bill.
7. A penalty of \$2.00 will be applied to fees not collected by the due date as recorded on the invoice.



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: June 27, 2012
Subject: Cherry Creek Waterworks District

Recommendation:

That in the event that the provision of water to Cherry Creek residents becomes a local service provided by the Alberni-Clayoquot Regional District before December 31, 2013, the Board of Directors approves the allocation of \$550,000 from the gas tax funds for upgrades to the Cherry Creek Water System.

Desired Outcome:

The Cherry Creek Waterworks District has requested the Board of Directors identify a portion of the Gas Tax Grant to be utilized for water system upgrades.

Background:

The Federal Gas Tax Funding is calculated as a base amount for each Electoral Area of \$50,000 plus an amount per capita. It is estimated that the Regional District will receive \$3.5 million dollars in Gas Tax Funding and that the Cherry Creek portion will be approximately \$800,000.

When the Beaver Creek Improvement District was considering conversion in the fall of 2011 the Board of Directors committed \$800,000 of the estimated \$1.1 million dollars allocated to the Beaver Creek area. It was based on this same formula that staff determined the recommendation of \$550,000 for Cherry Creek.

The Gas Tax Funding must be spent in its entirety by March 31, 2015, so it is recommended that the commitment of \$550,000 remain until December 31, 2013, otherwise other projects will need to be identified for the funding.

This recommendation is consistent with previous direction from the Board. Water system upgrades were identified as a priority for utilization of the Gas Tax Funding.

Time Requirements – Staff & Elected Officials:

The conversion of the Cherry Creek Waterworks District would be very time consuming process for both staff and elected officials but a course of action very similar to that of the Beaver Creek conversion would be utilized.

Financial:

The financial implications of the conversion of the Cherry Creek Waterworks District would be directly

borne by the residents of the service area. The Gas Tax Funding of \$550,000 could be utilized by other Regional District projects if not allocated for the Cherry Creek water system.

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

Approved by: per Wendy Thomson
Russell Dyson, Chief Administrative Officer

CHERRY CREEK WATERWORKS DISTRICT

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

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

Phone 250-723-2214

Fax 250-723-0225

June 15, 2012

Russell Dyson - CAO
Alberni Clayoquot Regional District
3008 5th Ave
Port Alberni, BC
V9Y 2E3

Dear Russell,

At the regular meeting of the Board of Trustees for Cherry Creek Water dated June 13th the subject of the BC Gas Tax Fund was discussed. It is the Boards understanding that this Gas Tax Fund provides funding for local governments and other eligible recipients for a variety of capital projects including Water and Waste water. The Board would like to identify how much the Cherry Creek District would be entitled to. Providing this information to the Board would be greatly appreciated.



Michelle Price
Administrator

Cc: Glenn Wong -- ACRD Board Chair & Cherry Creek Representative



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: June 27, 2012
Subject: Salmon Beach Public Square

Recommendation:

That the Board of Directors authorize staff to apply for a permit from the Ministry of Transportation to operate the unopened ministry road dedication in Salmon Beach as a Public Square.

Desired Outcome:

Currently there is no insurance coverage on the Salmon Beach Public Square including the administration building, tennis courts and park as the Regional District's interest in the property is not recorded on title. The Municipal Insurance Association coverage would be expanded to the Public Square if the Regional District interest is recorded.

Summary:

The Salmon Beach public square includes an administration building and tennis courts that were constructed by the developer as well as a playground that was installed by the Regional District. The assets that were created by the developer were turned over to the Salmon Beach Owners Association a number of years ago to operate. In 2003 when the referendum for services was conducted in the area, essentially replacing the Salmon Beach Owners Association, the Regional District assumed all maintenance work on the square yet the Association continued to supply the insurance. It was recently brought to my attention that the Salmon Beach Owner's Association was no longer insuring the Public Square as the society is basically inactive. As the public square is maintained by the Regional District we need to obtain an official permit from the Ministry to operate. If the Ministry of Transportation approves the permit then the Municipal Insurance Association will automatically provide liability coverage.

Time Requirements – Staff & Elected Officials:

Minimal staff time requirements in corresponding with the Ministry of Transportation.

Financial:

There will be no financial implications of providing liability coverage to the square if the Ministry of Transportation approves the permit.

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

Approved by: per Wendy Shoultson
Russell Dyson, Chief Administrative Officer



PROVINCIAL PUBLIC HIGHWAY PERMIT APPLICATION

District File Number _____

Your File Number _____

The personal information on this form is collected under the authority of the Transportation Act. The information collected will be used to process your application. If you have any questions about the collection, use and disclosure of this information, contact the local Ministry of Transportation District Development Technician.

Submit this application to the Ministry of Transportation Office or a Front Counter BC Office in your area.

I (We) hereby propose the following use or occupation requiring authorization under the Transportation Act, in accordance with the attached plans and specifications submitted. It is understood that this application is not complete until a covering permit has been issued.

(Please check the category below which best describes your proposal)

- WORKS ON THE RIGHT OF WAY
- Bus Stops, Shelters and Benches
- Cattle Guards and Gates
- Exploratory Survey
- Fencing
- Fiber Optics
- High Pressure Pipeline
- Low and Intermediate Pressure Pipeline
- Mail and Newsletter Boxes
- Polelines
- Roadworks
- Sidewalks and Landscaping
- Signs
- Street Lights
- Traffic Signals
- Underground Cable, Telephone and Power
- Wireless Communications
- ACCESS
- Controlled Access Highway
- Commercial Access
- Residential and Agricultural
- Resource and Industrial Road
- SPECIAL EVENTS
- Special Events
- Cattle Drive
- Filming
- Parade
- STRUCTURES
- Encroachment
- Setback

Describe other use or occupation Administration building and park as public square

LOCATION (include civic address) 1111 Seventh Ave, Salmon Beach, BC

The proposal consists of and is described as follows:

DESCRIPTION Already existing administration building, tennis courts and playground. The Alberni-Clayoquot Regional District requests a permit to operate the public square as a park.

Dates (proposed): 50 years
Times: From: _____ a.m./p.m. To: _____ a.m./p.m.

THE FULL LEGAL DESCRIPTION OF THE PROPERTY TO BE SERVED
Folio: 770 03220.999 Land District: Clayoquot
Plan Number: 510 Section # 49 Assess Area: 04
Public Square, developer built firehall & other building.
Valued as occupiers land is probably road allowance.

HIGHWAY NAME(S)

N./S./E./W. side of the highway?

Salmon Beach

Between _____ and _____
(landmark) (landmark)

ATTACHED DRAWING OR SKETCH Drawing Number _____

Have the necessary applications for approval been filled with the proper authorities? (i.e. RCMP, Municipality, road and bridge maintenance contractor or as documented in the notes below)
Other Authorities _____ Submitted/Approved _____

I(We) wish to have the permit issued in the name of:
NAME/ORGANIZATION (include affiliated agency where applicable)

Alberni - Clayoquot Regional District

Is this company registered with the Registrar of Companies of British Columbia?
yes no Certificate of Incorporation No. _____

MAILING ADDRESS

3008 5th Ave, Port Alberni BC, V9Y 2E3

Telephone (250) 720-2700 Cellular/Pager _____
Fax (250) 723-1327 Email Address teri.fong@acrd.bc.ca

CONTACTS (if not as above)

Project/Location Manager Name Teri Fong, CGA, Mgr of Finance
Telephone (250) 720-2707 Cellular/Pager _____
Fax _____ Email Address _____

Director Name _____

Telephone _____

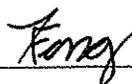
Site Contact Person _____

Telephone _____ Cellular/Pager _____

Fax _____ Email Address _____

Traffic Control Company Name _____

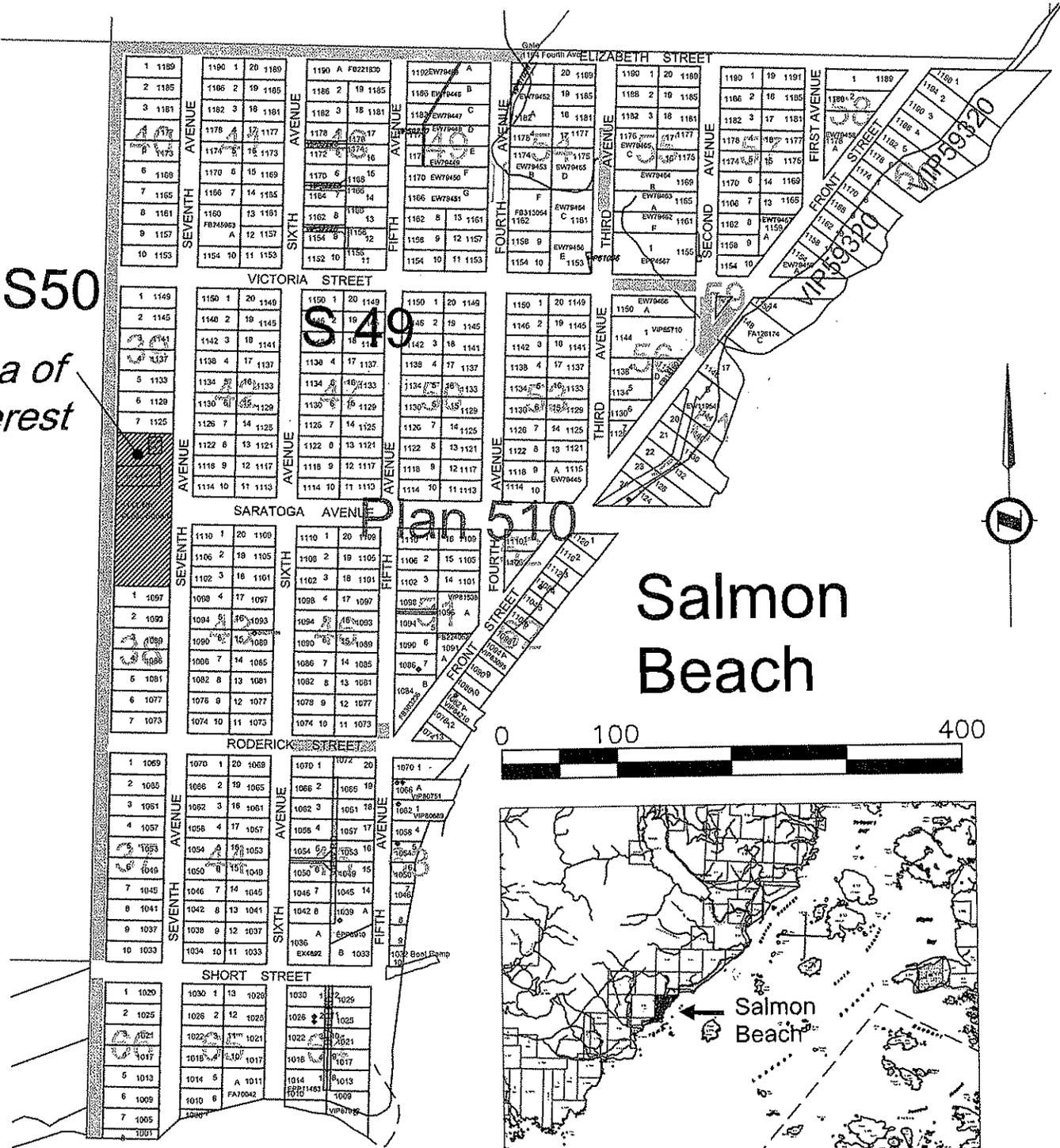
Telephone _____ Cellular/Pager _____


Signature (Applicant)

Teri Fong
Print Name

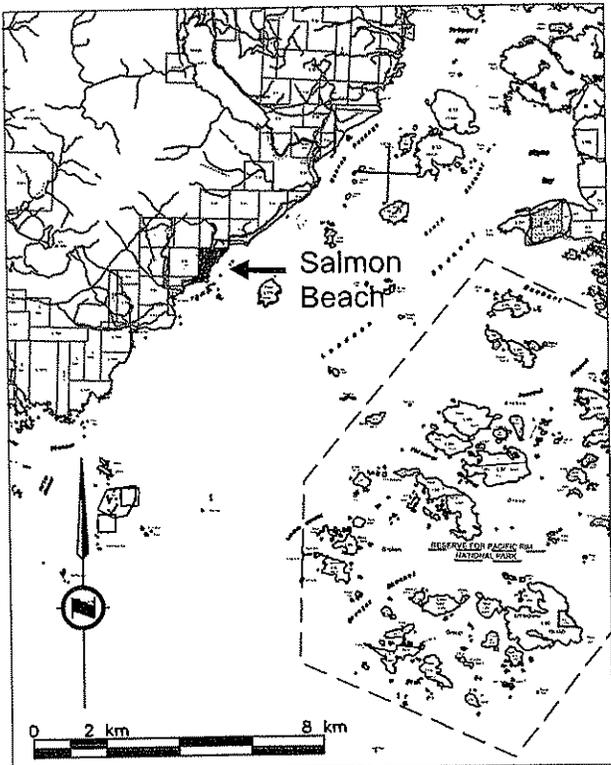
2012/06/12
Date (yyyy/mm/dd)

S50
area of interest



Plan 510

Salmon Beach





REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: June 27, 2012
Subject: Statement of Financial Information

Recommendation:

That the Board of Directors approve the Alberni-Clayoquot Regional District's and Alberni-Clayoquot Regional Hospital District's 2011 Statements of Financial Information (SOFI) including all of the statements and schedules.

Desired Outcome:

Approval of the SOFI is to be done before the June 30, 2012 submission deadline.

Summary:

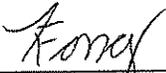
The Regional District's SOFI must be prepared and submitted annually to the Ministry of Community, Sport and Cultural Development in accordance with the Financial Information Act. The report must be made available for public viewing by June 30th of each year.

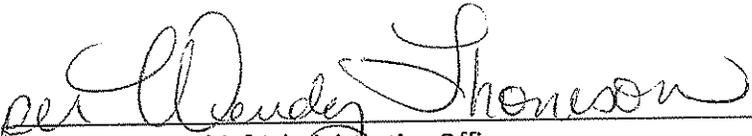
Background:

In past years the SOFI has been referred to as the Public Bodies report.

Policy or Legislation:

The 2011 SOFI complies with both the Financial Information Act and the Financial Information Regulation.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: June 27, 2012
Subject: VIRL Service Area Request

Recommendation:

That the Board of Directors not proceed at this time with the establishment of a library building service area, as requested by the Vancouver Island Regional Library.

Summary:

The Vancouver Island Regional Library (VIRL) is requesting that the Regional District create an establishing bylaw encompassing the entire Regional District to serve as the service area for potential future borrowing for the building of a new library in the area. This establishing bylaw would allow for direct ownership of a library facility which is consistent with the VIRL's Facility Policy. Staff recommends that we do not proceed with this request at this time as it will be many years before we are building a new library in the Region.

Time Requirements – Staff & Elected Officials:

There would be some staff time involved in the creation of the service including conducting the Alternative Approval Process that is required for an establishing bylaw.

Financial:

There would also be costs involved in the Alternative Approval Process.

Options Considered:

Staff considered creating the establishing bylaw as requested but does not feel that it is a priority for the Regional District at this time as it will be many years before there is a new library built in the area.

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

Approved by: per Wendy Thomson
Russell Dyson, Chief Administrative Officer

(INSERT NAME) REGIONAL DISTRICT

BYLAW No. XXXX

A bylaw to establish a service within the (Insert Name) Regional District for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for a Library building.

WHEREAS a regional district may, by bylaw, establish and operate a service under the provisions of Part 24 of the Local Government Act;

AND WHEREAS the Board of Directors of the (Insert Name) Regional District wishes to establish a service for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for a Library Building;

AND WHEREAS the Towns of _____, Districts of _____, Cities of _____ and Electoral Areas "A" "B", etc and " _" wish to participate in this service;

AND WHEREAS pursuant to Section 801.3 of the Local Government Act, a regional district may obtain approval of the electors for an establishing bylaw by the Alternative Approval Process in accordance with Section 86 of the Community Charter;

AND WHEREAS pursuant to Section 801 (4) of the Local Government Act the Board of the (Insert Name) Regional District has authorized, by resolution passed by at least 2/3 of the votes cast, approval of the electors is to be obtained for the entire service area;

AND WHEREAS the number of petitions against the proposal represent fewer than ten percent (10%) of the electors in the proposed service area;

NOW THEREFORE, the Board of Directors of the (Insert Name) Regional District, in open meeting assembled, enacts as follows:

Service Being Established

The (Insert Name) Regional District hereby establishes a service within the entire regional district for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for Library Building purposes.

1. Service Area Boundries

The boundary of the service area is the boundary of the entire (Insert Name) Regional District.

2. Participating Areas

a) The service are established under Section 1 is comprised of the entire (Insert Name) Regional District, including the Town of _____, District of _____, Village of _____, City of _____ and Electoral Areas "A" "B", etc", and " _"

b) The service area so defined shall be known as the "Vancouver Island Regional Library District Borrowing Service Area".

To this end please find attached several documents that will help lend understanding to our request and facilitate your process as well. Please remember that VIRL will cover all administrative costs throughout the process.

1. **Pro-forma Bylaw to establish Service Area** – This bylaw should encompass the entire Regional District Area in order to reduce administrative costs in the future. Cost recovery is by way of agreement with VIRL and this bylaw has a requisition limit of NIL as we do not expect the local taxpayers to raise funds for repayment of the debt. Debt is repaid by the Vancouver Island Regional Library which has a service area comprising over 415,000 people.
2. **Pro-forma notice to electors** – as we recommend using the alternative approval process we have provided this proforma notice – As stated above Libraries have a very high acceptance rate with the populace.
3. **Pro-forma elector response form** – for your convenience.
4. **Pro-forma Q & A** – as a sample of the communication that would be used when advertising if required commences. Each situation would be customized to suit.
5. **Pro-forma bylaw to authorize borrowing** – This bylaw is a standard format borrowing bylaw and your staff may certainly use their own format.
6. **Pro-forma indebtedness agreement** – This agreement was established jointly with the Okanagan Regional Library the Municipal Finance Authority and the Ministry of Community Sport and Cultural Development.

This process has broad general support and we ask your cooperation and assistance in establishing the service area in your Regional District to facilitate planning for and provision of library services in the future.

Thank you.



Rosemary Bonanno, BA MLS
Executive Director
Vancouver Island Regional Library

Cc: Mayor John Douglas and Council, City of Port Alberni
Mayor Bill Irving and Council, District of Ucluelet
Mayor Perry Schmunk and Council, District of Tofino
Russel Dyson, Chief Administrative Officer

G:\Alberni Clayoquot letter to Regional Districts (2012-05-18 rb edits).docx

Strong Libraries ■ Strong Communities

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

(INSERT NAME) REGIONAL DISTRICT

BYLAW No. XXXX

A bylaw to establish a service within the (Insert Name) Regional District for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for a Library building.

WHEREAS a regional district may, by bylaw, establish and operate a service under the provisions of Part 24 of the Local Government Act;

AND WHEREAS the Board of Directors of the (Insert Name) Regional District wishes to establish a service for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for a Library Building;

AND WHEREAS the Towns of _____, Districts of _____, Cities of _____ and Electoral Areas "A" "B", etc and " "wish to participate in this service;

AND WHEREAS pursuant to Section 801.3 of the Local Government Act, a regional district may obtain approval of the electors for an establishing bylaw by the Alternative Approval Process in accordance with Section 86 of the Community Charter;

AND WHEREAS pursuant to Section 801 (4) of the Local Government Act the Board of the (Insert Name) Regional District has authorized, by resolution passed by at least 2/3 of the votes cast, approval of the electors is to be obtained for the entire service area;

AND WHEREAS the number of petitions against the proposal represent fewer than ten percent (10%) of the electors in the proposed service area;

NOW THEREFORE, the Board of Directors of the (Insert Name) Regional District, in open meeting assembled, enacts as follows:

Service Being Established

The (Insert Name) Regional District hereby establishes a service within the entire regional district for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library District for Library Building purposes.

1. Service Area Boundries

The boundary of the service area is the boundary of the entire (Insert Name) Regional District.

2. Participating Areas

a) The service are established under Section 1 is comprised of the entire (Insert Name) Regional District, including the Town of _____, District of _____, Village of _____, City of _____ and Electoral Areas "A" "B", etc", and " "

b) The service area so defined shall be known as the "Vancouver Island Regional Library District Borrowing Service Area".

3. Cost Recovery

In accordance with Section 803 of the Local Government Act, the annual costs for the service established in Section 1 shall be recovered by revenues received by way of agreement, enterprise, gift, grant or otherwise.

4. Requisition Limit

The maximum amount that may be requisitioned annually for the service provided under Section 1 shall be Nil.

5. Citation

This bylaw may be cited as the "Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw No. XXXX, _____".

READ A FIRST TIME THIS _____ DAY OF _____

READ A SECOND TIME THIS _____ DAY OF _____

READ A THIRD TIME THIS _____ DAY OF _____

Certified true and correct copy of Bylaw No. 2435, cited as "Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw No. XXXX, _____" as read a THIRD time.

Dated at (Location), B.C. this _____ day of _____, _____

CORPORATE OFFICER

Approved by the Deputy Inspector of Municipalities this _____ Day Of _____

Approval of the Electors by Alternative Approval Process dated this _____ Day Of _____

RECONSIDERED AND ADOPTED THIS _____ DAY OF _____

CHAIR

CORPORATE OFFICER

(Insert Name) Regional District

NOTICE TO ELECTORS WITHIN THE (INSERT NAME) REGIONAL DISTRICT

**Elector Approval Process for Establishing the Vancouver Island Regional Library
District Borrowing Service Area
and
Borrowing Funds on Behalf of the Vancouver Island Regional Library for a Library**

NOTICE IS HEREBY GIVEN that the Board of Directors of the (Insert Name) Regional District (the "Regional District") proposes to:

- Establish a service within the (Insert Name) Regional District for the purpose of borrowing funds on behalf of Vancouver Island Regional Library for construction of a Library building; and
- Borrow \$(Insert Sum) on behalf of Vancouver Island Regional Library for construction of a Library building.

This approval process applies to qualified electors within all municipalities and electoral areas within the (Insert Name) Regional District, namely:

- City of
- District of
- Town of
- Village of
- Electoral Area

The maximum amount that may be requisitioned annually for the service provided shall be NIL.

The annual costs for the service established shall be recovered by revenues received by way of agreement, enterprise, gift, grant or otherwise.

TAKE FUTHER NOTICE that:

The Regional District may proceed with the approval of the Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw No. XXXX, YYYY to establish the new Service Area and Vancouver Island Regional Library District Borrowing Loan Authorization Bylaw No. XXXX, YYYY to authorize the borrowing on behalf of the Vancouver Island Regional Library, unless at least 10 percent (10%) of the qualified electors within the (Insert Name) Regional District indicate by signing the Elector Response Forms, that the Board of Directors must obtain the assent of the electors by way of referendum before proceeding with the bylaws.

The Regional District has estimated the total number of qualified electors in the Service Area to be XX,XXX and that 10% of that number or X,XXX electors must submit signed elector response forms to prevent the Regional District from adopting the bylaws without the assent of the electors.

The Elector Response Form must be in the form established by the Regional District and forms are available from the Regional District office and the offices of the participating municipalities, on request.

The only persons entitled to sign Elector Response Forms are qualified electors of the (Insert Name) Regional District to which the alternate approval process opportunity applies.

The deadline for delivering the original signed Elector Response Forms regarding the bylaw to the Regional District is (Insert Time and Date). Forms must be received by the deadline to be counted.

Copies of the proposed bylaws and related records may be obtained from the Regional District office located at (Insert Address) during regular office hours (8:00 a.m. – 4:30 p.m. Monday through Friday excluding statutory holidays). Documents and Elector Response Forms may also be viewed at the Regional District's website at (Insert Website Address)

QUALIFICATIONS FOR RESIDENT AND NON-RESIDENT PROPERTY ELECTORS

Resident Elector:

You are entitled to submit an elector response form as a Resident Elector if you

- are 18 years or older on the date of submission of the elector response form; and
- are a Canadian citizen; and
- have resided in British Columbia for 6 months prior to signing the Elector Response Form; and
- have resided in the (Insert Name) Regional District for at least 30 days immediately prior to signing the Elector Response Form.

Non-Resident Property Elector:

You may submit an elector response form as a Non-Resident Property Elector if you

- are 18 years or older on the date of submission of the elector response form; and
- are a Canadian citizen; and

- have owned and held registered title to property in the (Insert Name) Regional District for at least 30 days immediately prior to signing the form and **do NOT qualify as a Resident Elector**. If there is more than one registered owner of the property (either as joint tenants or tenants in common) only one individual may, with the consent of the majority, sign an Elector Response Form.

A person may only sign the Elector Response Form once, regardless of how many pieces of property he or she owns within the area.

Elector Response Forms are available **beginning at (Insert Time and Date)** at the following locations:

- (Insert Name) Regional District

Contact (Insert Phone Number) for additional information or visit the Regional District website at (Insert Website Address)

Given under my hand at (Insert Location), B.C. this (Insert Date).

Name

Title

(INSERT NAME) REGIONAL DISTRICT

ELECTOR RESPONSE FORM

Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw No. XXXX,YYYY;
and Vancouver Island Regional Library District Borrowing
Loan Authorization Bylaw No. XXXX, YYYY.

I, the undersigned elector residing or owning real property within the proposed Vancouver Island Regional Library District Borrowing Service Area being the entire (Insert Name) Regional District, do hereby present my name on this Elector Response Form opposing the Regional District establishing a service area and borrowing funds on behalf of the Vancouver Island Regional Library District for a Library building.

I acknowledge that I live or own property in the Vancouver Island Regional Library District Borrowing Service Area ((Insert Name) Regional District) and am a person who would otherwise be entitled to register and vote in respect of this matter had the assent of the electors by voting been required. I hereby certify that as a resident elector.

1. I am 18 years of age or older, and
2. I am a Canadian citizen, and
3. I have lived in British Columbia for at least 6 months immediately before signing this Elector Response Form, and
4. I have lived in the (Insert Name) Regional District for at least 30 days immediately before signing this Elector Response Form, or
5. In the case of a non-resident property elector:
 - a. I am not entitled to vote as a resident elector in the Vancouver Island Regional Library District Borrowing Service Area of the (Insert Name) Regional District for purposes of this matter, and
 - b. I have been a registered owner of real property in the (Insert Name) Regional District for at least 30 days immediately before signing this Elector Response Form, and
 - c. I acknowledge that I may sign this Elector Response form on behalf of only one property that I own in the Vancouver Island Regional Library District, and
 - d. If there is more than one individual who is the registered owner of the property, I acknowledge that only one of those individuals may sign this elector response form in relation to the property, assuming the non-resident property elector has the written consent of the number of individuals who, together with the person signing this Elector Response Form constitutes a majority of the registered owners, and
 - e. I acknowledge that the only persons who are registered owners of the real property are individuals who do not hold the property in trust for a corporation or another trust.
6. I am not disqualified from voting under the Local Government Act or any other enactment or otherwise disqualified by law from voting.

I understand and acknowledge that I may not sign an Elector Response Form against Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw XXXX, YYYY and Vancouver Island Regional Library District Borrowing Loan Authorization Bylaw No. XXXX,YYYY more than once and may not withdraw my name from an Elector Response Form after (Insert Date).

I understand and acknowledge that this Elector Response form must be received by the (Insert Name) Regional District **no later than 4:00 p.m. on (Insert Date)**. The address of the Regional District is (Insert Address)

Date: _____
(date)

Full Name of Elector: _____
(Name – please print)

Full Residential Address*: _____
(Full residential address of Elector)

Signature of Elector: _____
(signature)

To be completed for Non-Resident Elector*:

Civic Address of property
if Non-Resident Elector*:

(Civic address of property in relation to which the person is entitled to register as a Non-Resident (Elector))

*Section 86(7) of the *Community Charter* requires the elector's full name and residential address and if applicable, the civic address of the property in relation to which the person is entitled to register as a non-resident property elector for this response form to be counted.

A NEW LIBRARY FOR (INSERT LOCATION) – Q & A

1. Why is a new library being built? Could the current one be renovated?

- The _____ sq. ft. _____ branch has been at its present location since _____.
- For many years, the size of the branches of Vancouver Island Regional Library (VIRL) has been significantly smaller than the average BC library standard.
- In 2009, the Board of Vancouver Island Regional Library commissioned a Consolidated Facilities Master Plan and approved the consultant's suggested minimum target size of 2,750 sq. ft. (0.6 sq. ft. per capita) to serve a population of up to 4,600 people.
- Based on the projected population (_____) of the _____ region, the size of the _____ library branch should be _____ sq. ft. – more than _____ the size of the current _____ sq. ft. facility.
- As part of VIRL's Strategic Planning process, public consultations were held to obtain input from library customers and residents of the region served by VIRL. The general consensus was that libraries are busy gathering places and community hubs, and they are an important resource for the information age. Borrowers want larger, fully accessible facilities with spaces designed for multiple needs and usages; they also want increased hours of operations.
- Space is needed for children's programs, author visits, and other special events that are popular, well-attended, and important for fostering lifelong learning and literacy.
- _____ and area residents are already paying taxes for Library services they could be receiving but they cannot fully enjoy them due to a lack of space.
- VIRL is a tenant in the current location and as such renovation/expansion on the present site is not an option. The existing site also suffers from poor visibility in the community.

2. What are the current membership and usage statistics of the Library?

- The _____ branch has _____ registered borrowers. In 201_, more than _____ items were borrowed – up from _____ in 201_. The _____ library collection holds more than XX,XXX items (books, magazines, DVDs, CDs).
- The _____ branch has _ public-use computers with free Internet access, and computers were used more than XX,XXX times in 201_ – up from XX,XXX in 201_.

3. With the popularity of the Internet, aren't libraries eventually going to disappear? Aren't books being replaced by computers?

- Only a small fraction of materials are available free-of-charge on the Internet, and a lot of information is unreliable. Librarians' have specialized skills to help members of the public access reliable Internet content and sources. In addition, borrowers have access to the wealth of information from the library's subscription databases that contain a wide range of resources – from animated books for kids, engine repair manuals and foreign language learning, to health information manuals and World Book encyclopedias.

- Despite advances in technology, many people still depend on the library to provide equal access to digital information. VIRL provides free Internet and computer access for those who cannot afford these services or may need assistance with the new technologies.
 - Libraries now provide access to many downloadable eBooks and audiobooks.
 - Trustworthy information provided by knowledgeable professionals is what sets the library apart from the Internet.
- 4. How will library services expand in a new building? Will there be more books, CDs, DVDs etc. for the public to browse in the new library?**
- A larger facility will provide more room to grow the library collection – books, magazines, newspapers, DVD's, CDs.
 - There will be more free public computers with Internet access, word processing and other software. There will also be special computer stations for children with educational, fun-filled software that promotes literary.
 - Increased public space with comfortable lounge seating for reading, quiet study areas, meeting room spaces, and areas for children's programs can be accommodated in a larger facility.
- 5. How is the (Insert Name of Municipality or Electoral Area) involved?**
- Describe involvement
- 6. Is there a concept plan for the building and the site.**
- The concept is to construct approximately X,XXX sq ft on one level with visible exposure to _____. The building design will be in keeping with the look determined by the _____. When the project is further along, an architect will produce detailed building plans for approval by VIRL.
- 7. What is the projected opening date for the new building?**
- Opening is targeted for _____. If plans progress faster, the building could open sooner.
- 8. What are the construction costs?**
- Staff estimate construction costs to be between \$_____ to \$X million and \$X million is being sought as the maximum amount to borrow. Accurate construction costs cannot be determined until detailed building plans are drawn up and approved.
- 9. How much more tax will I have to pay for library service, above what I pay now, for this building and its operating costs?**
- The primary advantage of a regional library system is the cost-sharing that occurs over the entire library district (413,000 residents). Since the VIRL Board already makes annual allocations to outfit new and expanded spaces (building projects), the anticipated additional annual costs (capital and operating) for this new branch will be XX to XX cents per capita in the VIRL service region.

10. How is REGIONAL DISTRICT Involved?

- To minimize borrowing costs to the taxpayer, the VIRL Board wishes to borrow through the Municipal Finance Authority (MFA) which has competitive interest rates: there is also the possibility of a rebate. As VIRL is not able to request a loan through MFA directly, REGIONAL DISTRICT is being requested to make the application on VIRL's behalf. VIRL will repay the principal, and pay the interest, fees, and financing. This is a process recommended by the provincial government. In 2008 The Okanagan Regional Library partnered with the Central Okanagan Regional District to borrow from MFA for the ORL's new Administration Headquarters in Kelowna and in so doing established the process for Regional Library systems in BC
- REGIONAL DISTRICT has been asked to use the alternate approval process as it is inexpensive. When the alternate approval process passes, it will save financing costs for taxpayers throughout the REGIONAL DISTRICT region. Because there is no cost for REGIONAL DISTRICT taxpayers, and all library taxpayers will save because of reduced borrowing costs, we expect that this borrowing method will have strong public support.

INSERT NAME) REGIONAL DISTRICT

BYLAW No. XXXX

A bylaw of the (Insert Name) Regional District to authorize borrowing \$(Amount) for the service of borrowing of funds on behalf of the Vancouver Island Regional Library for a Library building.

WHEREAS the Board of Directors of the (Insert Name) Regional District established by "Vancouver Island Regional Library District Borrowing Service Area Establishment Bylaw No. XXXX, YYYY", a service area for the purpose of borrowing funds on behalf of the Vancouver Island Regional Library for a library building.

AND WHEREAS pursuant to Section 819 and 823 of the *Local Government Act*, a Board may by bylaw, incur a liability by borrowing for a capital purpose on behalf of the Vancouver Island Regional Library;

AND WHEREAS in order to construct a Library Building, it is necessary to borrow a sum not exceeding \$ (Amount) , which is the amount of debt intended to be created by this bylaw;

AND WHEREAS the maximum term for which debentures may be issued to secure the debt created by this bylaw is for a term not to exceed XX years and is to be repaid by the Vancouver Island Regional Library;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS pursuant to section 823.1 of the *Local Government Act* a regional district may obtain approval of the electors for a loan authorization bylaw by the Alternative Approval Process in accordance with Section 86 of the *Community Charter*.

NOW THEREFORE, the Board of Directors of the (Insert Name) Regional District, in open meeting assembled, enacts as follows:

1. Loan Authorization:

The Board of Directors is hereby authorized and empowered on behalf of the Vancouver Island Regional Library District Borrowing Service Area as established by Bylaw No. XXXX, YYYY;

- a) To borrow on the credit of the Regional District a sum not exceeding \$ (Amount) for borrowing on behalf of the Vancouver Island Regional Library.

2. Term of Debenture

The maximum term for which debentures may be issued to secure the debt created by this bylaw for a term not to exceed XX years.

Citation

This bylaw may be cited as the "Vancouver Island Regional Library District Borrowing Loan Authorization Bylaw No. XXXX, YYYY".

READ A FIRST TIME THIS _____ DAY OF _____

READ A SECOND TIME THIS _____ DAY OF _____

READ A THIRD TIME THIS _____ DAY OF _____

Certified true and correct copy of Bylaw No. XXXX, cited as "Vancouver Island Regional Library District Borrowing Loan Authorization Bylaw No. XXXX, YYYY" as read a THIRD time.

Dated at Duncan, B.C. this _____ day of _____, YYYY

CORPORATE OFFICER

Approved by the Deputy Inspector of Municipalities this _____ DAY OF _____

Approval of the Electors by Alternative Approval Process dated this _____ DAY OF _____

RECONSIDERED AND ADOPTED THIS _____ DAY OF _____

CHAIR

CORPORATE OFFICER

INDEBTEDNESS AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, _____.

BETWEEN:

Vancouver Island Regional Library, an entity incorporated under the laws of the Province of British Columbia and having its head office at Box 3333, 6250 Hammond Bay Road, Nanaimo, British Columbia

(hereinafter referred to as the "VIRL")

OF THE FIRST PART,

--and--

(Insert Name) Regional District, an entity incorporated under the laws of the Province of British Columbia and having its head office at (Street and Mailing Address), British Columbia.

(hereinafter referred to as "Regional District")

OF THE SECOND PART.

WHEREAS the VIRL has requested the REGIONAL DISTRICT to borrow, on VIRL's behalf, to a maximum sum of _____ Million (\$_____) Dollars, for the construction of a new library building to be located at (Insert Location), in the Province of British Columbia;

AND WHEREAS the VIRL desires to provide the REGIONAL DISTRICT with commitments with respect to obtaining such loan, and sufficient security and comfort for undertaking to secure the loan on behalf of the VIRL;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the respective covenants and agreements of the parties contained herein, the sum of one dollar paid by each party hereto to each other party hereto, and other good and valuable consideration, (the receipt and sufficiency of which is hereby acknowledged by each of the parties hereto), it is agreed as follows;

ARTICLE ONE – DEFINITIONS AND INTERPRETATION

1.1 Definitions. In this Agreement unless something in the subject matter or context is inconsistent therewith:

- a) "**Business Day**" means any day other than a Saturday or Sunday, or holiday, on which Canadian chartered banks are open for business in Lake Cowichan, British Columbia.
- b) "**Indebtedness**" means the obligations of the VIRL to the REGIONAL DISTRICT, as detailed in Article 2.2 of this Agreement;
- c) "**Loan**" means the loan that the REGIONAL DISTRICT may obtain from the MFA, on behalf of the VIRL, to a maximum principal sum of (Insert Amount) (\$X,XXX,XXX), and interest thereon;

- d) **“Loan Agreement”** means the agreement between the MFA and the REGIONAL DISTRICT, which sets out all terms and conditions of the Loan;
- e) **“MFA”** means the Municipal Finance Authority of British Columbia, whose head office is located in the City of Victoria, in the Province of British Columbia;
- f) **“Mortgage”** means the mortgage to be granted by the VIRL in favour of the REGIONAL DISTRICT and registered against title to the property located at _____, in the (Municipality or Electoral Area Name), in the Province of British Columbia.

ARTICLE TWO – THE LOAN AND INDEBTEDNESS

- 2.1 The Loan.** The REGIONAL DISTRICT hereby agrees that, on the terms and subject to the conditions set forth herein, and the terms agreed to with the MFA, it will borrow the Loan from the MFA for the benefit of the VIRL, and then advance the Loan to the VIRL, for construction of a new library for the VIRL.
- 2.2 The indebtedness.** The VIRL agrees to be liable to the REGIONAL DISTRICT for the aggregate of the following obligations:
- a) Payment of any and all obligations and liabilities owing by the REGIONAL DISTRICT to the MFA pursuant to the Loan Agreement and any other documents or security granted by the REGIONAL DISTRICT to the MFA pursuant thereto;
 - b) Payment of any and all costs or outlays, or any nature whatsoever, incurred by the REGIONAL DISTRICT with respect to the negotiation, preparation, execution and delivery of the Loan Agreement and this Agreement, as well as all actions under the Loan Agreement and this Agreement; and
 - c) The VIRL agrees to indemnify and hold the REGIONAL DISTRICT harmless from any costs, claims, outlays, expenses, and liabilities, or any nature whatsoever, that the REGIONAL DISTRICT may be responsible for, arising, directly or indirectly, out of this Agreement, or the negotiation, execution and delivery of the Loan Agreement, or the advancement of the Loan;

(all of which obligations, indebtedness and liabilities are herein collectively called the “Indebtedness”).

ARTICLE THREE – FORM OF THE MORTGAGE

- 3.1 Mortgage.** Prior to the REGIONAL DISTRICT obtaining the Loan from the MFA, the VIRL shall secure the Indebtedness by granting the Mortgage, which shall be registered as a first financial charge over the property located at _____, in the (Municipality or Electoral Area Name), in the Province of British Columbia.

ARTICLE FOUR – REPAYMENT OF THE INDEBTEDNESS

- 4.1 Repayment of the Loan.** The VIRL shall pay to the REGIONAL DISTRICT all principal amounts of the Loan, together with any interest or other amounts payable, all in accordance with the terms and conditions of the Loan Agreement. It is the intent of the

VIRL, that it will share in the costs of the borrowing amongst all its members as per all its other normal operating budget costs. It is also the intent of the VIRL, to ensure full payment of the regular repayment amounts of the Loan due, prior to the payment due date set out in the Loan Agreement.

- 4.2 **Prepayments and Early Payments.** The VIRL shall be entitled to prepay any of the outstanding principal amount of the Loan, subject to the terms and conditions of the Loan Agreement, provided the VIRL also pays whatever penalties or restrictions on repayment are set out therein. However, any gains calculated by MFA, such as the early repayment of MFA gains earned through the investment of proceeds, shall be for the benefit of VIRL.
- 4.3 **Repayment of other indebtedness.** If there are any payments required to be made by the VIRL to the REGIONAL DISTRICT in addition to payments on the Loan, then the VIRL shall make such payments to the REGIONAL DISTRICT within (30) days of receipt of an invoice from the REGIONAL DISTRICT detailing such obligations of the VIRL.
- 4.4 **Type and Place of Payment.** All payments by the VIRL, shall be made or delivered to the REGIONAL DISTRICT at the following address:

(Insert Regional District Address)

ARTICLE FIVE –CONDITIONS PRECEDENT

- 5.1 The obligations of the parties with respect to the consummation of any arrangements under this Agreement are subject to the waiver or fulfillment, in writing, of the following conditions precedent on the dates set out:
 - a) The arrangement of the Loan Agreement between the REGIONAL DISTRICT and the MFA, on terms and conditions that are acceptable to the REGIONAL DISTRICT and the VIRL, in their sole respective discretions, on or before (Insert Date), and
 - b) The agreement on the form and substance of the documents comprising the Mortgage, on terms and conditions acceptable to the REGIONAL DISTRICT and the VIRL, in their sole respective discretions, on or before (Insert Date);

In the event that the foregoing conditions precedent are not waived or declared fulfilled, in writing by both parties, by the applicable dates set out above, then all obligations of the REGIONAL DISTRICT and the VIRL hereunder shall be null and void.

- 5.2 The obligations of the REGIONAL DISTRICT with respect to the consummation of any arrangements under this Agreement are subject to the waiver or fulfillment, in writing, of the following conditions precedent on the dates set out:
 - a) The REGIONAL DISTRICT obtaining the necessary approval from its electors and from the supervising ministries of the Provincial Government, on terms and conditions that are acceptable to it in its sole discretion, on or before (Insert Date); and

- b) The REGIONAL DISTRICT obtaining advance of the Loan from the MFA on or before (Insert Date).

In the event that the foregoing conditions precedent are not waived or declared fulfilled, in writing by the REGIONAL DISTRICT, by the applicable dates set out above, then all obligations of the REGIONAL DISTRICT and the VIRL hereunder shall be null and void.

ARTICLE SIX – REPRESENTATIONS AND WARRANTIES

6.1 Representations and Warranties of the VIRL. To induce the REGIONAL DISTRICT to enter into this Agreement and to make the Loan, the VIRL makes the following representations and warranties which shall survive the execution and delivery of this Agreement and the Mortgage:

- a) Neither the execution and delivery of this Agreement nor compliance with the terms, conditions and provisions hereof, will conflict with or result in a breach of any of the terms, conditions, or provisions of:
 - i. any agreement, instrument or arrangement to which the VIRL is now a party or by which it is or may be bound, or constitute a default thereunder;
 - ii. any judgment or order, writ, injunction or decree of any court; or
 - iii. any applicable law or government regulation.
- b) No action of, or filing with any governmental or public body or authority is required to authorize, or is otherwise required in connection with, the execution, delivery and performance of this Agreement by the VIRL.

ARTICLE SEVEN – MORTGAGE COVENANTS

7.1 Covenants of the VIRL. From the date of this agreement and thereafter until the indebtedness is paid in full:

- a) The VIRL will notify the REGIONAL DISTRICT immediately if the VIRL shall default in a material manner in the payment of any of its indebtedness for borrowed money, whether such indebtedness now exists or shall hereafter be created. The VIRL also shall notify the REGIONAL DISTRICT immediately if there shall occur a material event of default under any mortgage, indenture or instrument (including without limitation this Agreement) under which there may be incurred or evidenced, any indebtedness of the VIRL for borrowed money, whether such indebtedness now exists or shall hereafter be created;
- b) The VIRL will comply with the requirements of all applicable laws, rules, regulations and orders of any governmental authority, a breach of which would materially and adversely affect the financial condition or businesses of the VIRL, except where contested in good faith and by proper proceedings;
- c) The VIRL will promptly give the REGIONAL DISTRICT notice in writing of all litigation and all proceedings before any governmental or regulatory agencies or arbitration

authorities affecting the VIRL, except those which, if adversely determined, would not have a material adverse effect on the financial condition or business of the VIRL; and

- d) The VIRL shall use all portions of the Loan advanced to it, solely for the purpose of constructing a new library building at (Insert Location) British Columbia.

ARTICLE EIGHT – GENERAL CONTRACT PROVISIONS

8.1 Notices. All notices, requests, demands or other communications (collectively, “Notices”) by the terms hereof required or permitted to be given by one party to any other party, or to any other person shall be given in writing by personal delivery or by registered mail, postage prepaid, to such other party as follows:

- a) To the VIRL at: Box 3333 6250 Hammond Bay Road
Nanaimo, BC V9R 5N3
- b) To the REGIONAL DISTRICT at: (Insert Address)

or at such other address as may be given by such person to the other parties hereto in writing from time to time.

All such Notices shall be deemed to have been received when delivered, or, if mailed, 48 hours after 12:01 a.m. on the day following the day of the mailing thereof. If any Notice shall have been mailed and if regular mail service shall be interrupted by strikes or other irregularities, such Notice shall be deemed to have been received 48 hours after 12:01 a.m. on the day following the resumption of normal mail service, provided that during the period that regular mail service shall be interrupted all Notices shall be given by personal delivery.

8.2 Additional Considerations. The parties shall sign such further and other documents, cause such meetings to be held, resolutions passed and by-laws enacted, exercise their vote and influence, do and perform and cause to be done and performed such further and other acts and things as may be necessary or desirable in order to give full effect to this Agreement and every part thereof.

8.3 Counterparts. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original and such counterparts together shall be but one and the same instrument.

8.4 Time is of the Essence. Time shall be of the essence of this Agreement and of every part hereof and no extension or variation of the Agreement shall operate as a waiver of this provision.

8.5 Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to all of the matters herein and its execution has not been induced by, nor do any of the parties rely upon or regard as material, any representations or writings whatever not incorporated herein and made a part hereof and may not be amended or modified in any respect except by written instrument signed by the parties hereto.

8.6 Enurement. This Agreement shall ensure to the benefit of and be binding upon the parties and their respective successors and assigns.

- 8.7 Currency.** Unless otherwise provided for herein, all monetary amounts referred to herein shall refer to the lawful money of Canada.
- 8.8 Headings for Convenience Only.** The division of this Agreement into articles and sections is for convenience of reference only and shall not affect the interpretation or construction of this Agreement.
- 8.9 Governing Law.** This agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia and the federal laws of Canada applicable therein and each of the parties hereto agrees irrevocably to conform to the exclusive jurisdiction of the Courts of such Province as located in British Columbia.
- 8.10 Gender.** In this Agreement, words importing the singular number shall include the plural and vice versa, and words importing the use of any gender shall include the masculine, feminine, and neuter genders and the word "person" shall include an individual, a trust, a partnership, a body corporate, an association or other incorporated or unincorporated organization or entity.
- 8.11 Calculation of Time.** When calculating the period of time within which or following which any act is to be done or step taken pursuant to this Agreement, the date which is the reference date in calculating such period shall be excluded. If the last day of such period is not a Business Day, then the time period in question shall end on the first business day following such non-business day.
- 8.12 Legislation References.** Any references, in this Agreement to any law, by-law, rule, regulation, order or act of any government, governmental body or other regulatory body shall be construed as a reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto.
- 8.13 Severability.** If any Article, Section or any portion of any Section of this Agreement is determined to be unenforceable or invalid for any reason whatsoever, that unenforceability or invalidity shall not affect the enforceability or validity of the remaining portions of this Agreement and such unenforceable or invalid Article, Section or portion thereof shall be severed from the remainder of this Agreement.
- 8.14 Transmission by Facsimile.** The parties hereto agree that this Agreement may be transmitted by facsimile or such similar device and that the reproduction of signatures by facsimile or such similar device will be treated as binding as if originals and each party hereto undertakes to provide each and every other party hereto with a copy of the Agreement bearing original signatures forthwith upon demand.

IN WITNESS WHEREOF the parties have duly executed this Indebtedness Agreement
this _____ day of _____,

**(INSERT NAME) REGIONAL
DISTRICT:**

Per: _____
(Authorized Signing Officer)

Per: _____
(Authorized Signing Officer)

**VANCOUVER ISLAND REGIONAL
LIBRARY:**

Per: _____
(Authorized Signing Officer)

Per: _____
(Authorized Signing Officer)



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson,
Manager of Administrative Services

Meeting Date: June 27, 2012

Subject: IT SUPPORT CONTRACTOR

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into a one year contract with Mr. George Rose for IT Support Services for a total cost not to exceed \$45,000.00 commencing on July 1, 2012.

Desired Outcome:

To hire a contractor to provide information technology support to the Alberni-Clayoquot Regional District for a one year term.

Background:

The Alberni-Clayoquot Regional District requires IT support services. The incumbent will be responsible for the coordination of the of the Regional District's computer apparatus and systems. The contractor will research and install computers, networks and communication hardware.

ACRD Staff put out Request for Proposals for IT Support Services and five submissions were received. Two candidates were short listed and interviewed. Staff recommends retaining the service of Mr. George Rose. Mr. Rose has over 24 years experience in the IT field. He has a wide range of knowledge and experience in both electronics and computers.

Time Requirements – Staff & Elected Officials:

Some staff time required to manage the contractor. The contractor will report to the Manager of Administrative Services.

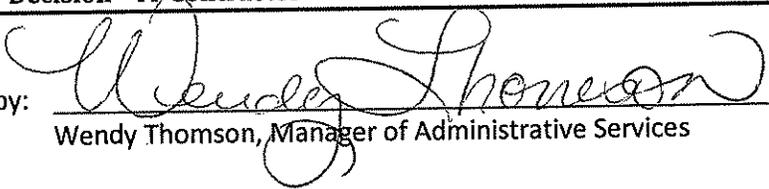
Financial:

This was budgeted in 2012 – Funds coming out of General Government Services.

Policy or Legislation:

ACRD's Purchasing Policy was followed.

Request for Decision - IT Contractor

Submitted by: 
Wendy Thomson, Manager of Administrative Services



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson,
Manager of Administrative Services

Meeting Date: June 27, 2012

Subject: CHANGE OF LOCATION – JULY BOARD MEETINGS

Recommendation:

That the location of the Alberni-Clayoquot Regional District Board of Directors meetings in July 2012 be amended as follows:

Wednesday, July 11th
1:30 pm
Yuulu?i?ath Community Centre
406 Hit-tat-soo Road, Hitacu, BC

Wednesday, July 25th
1:30 pm
Huu-ay-aht Government Office
170 Nookemus Road, Anacla, BC

Desired Outcome:

To hold the regular Board of Directors meetings in July 2012 at a different location.

Background:

The renovations to the ACRD Board Room commence on July 6th and will not be completed until the beginning of August. An alternate location is required for the July Board of Directors meetings.

The meetings have been arranged to be held at the offices of our new Directors from Yuulu?i?ath and Huu-ay-aht First Nations.

Time Requirements – Staff & Elected Officials:

Minimal staff time required to arrange new location and advertise in the local papers.

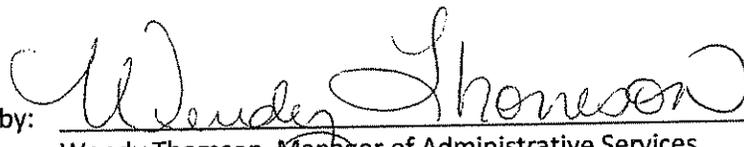
Financial:

There will be cost for staff and directors' travel and lunch. Staff will arrange car pooling to reduce costs.

Request for Decision - Change of Location - July Board Meetings

Policy or Legislation:

Local Government Act and ACRD Procedures Policy applies to notification of Board Meetings.

Submitted by: 
Wendy Thomson, Manager of Administrative Services



MEMORANDUM

To: Board of Directors
From: Janice Hill, Environmental Services Assistant
Date: June 21, 2012
Subject: Centennial Cleanup Days

On June 8th and 9th, the Centennial Committee held a Community Cleanup day to help Alberni Valley residents clean up their yards and neighbourhoods in preparation for the 100 Year Centennial Celebration being held August 3 – 6, 2012.

The AV Landfill held a free tipping day on June 9th. Estimated tonnage for the day was 127 tonnes which represents \$13,610 of revenue. A total of 579 vehicles attended the free tipping day. The Sunshine Club picked up 20 loads of waste from Seniors to bring to the landfill. J.W. Berry also held a free tipping day on June 9th for yard and garden waste. Tonnage was not available from J.W. Berry.

Berry and Vale who operate the AV Landfill donated their time and equipment. Their time and equipment costs totalled \$2660.00. They also spent time prior to the free tipping day to prepare for the event. Extra time was also required to prepare an extra cell, haul more cover material and organize staff. The day went by smoothly due to the care and attention that Berry and Vale provided.

Submitted by: 
Janice Hill, Environmental Services Assistant



MEMORANDUM

TO: Russell Dyson, CAO and ACRD Board of Directors

FROM: Carla Connolly, Planner

DATE: June 20, 2012

RE: Public Hearing Report for Bylaw P1287 (Beaufort Official Community Plan)

A Public Hearing for Bylaw P1287 was held on Tuesday, June 19, 2012 at the Beaver Creek Community Hall. The meeting was attended by 17 members of the public, two (2) ACRD planning staff members, and Beaufort Electoral Area "B" Director, Mike Kokura.

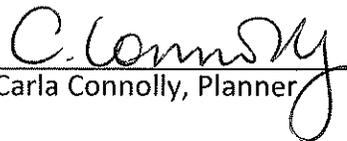
Two (2) members had a few questions about the content of the OCP. Issues brought up by members of the public included:

- Development Permit Areas adjacent to water courses – member of the public was concerned that farming would not be permitted within the DPA setbacks.
- The exemption of pathways for DPs – member was concerned that pathways could be built upon his property without his permission.
- What is contained within the OCP – member was wondering what was contained within the document and how it would affect his interests.

Referral agency responses are supportive and/or interests unaffected by the proposed Beaufort OCP.

Recommendation

That the Board of Directors proceed with 1st reading of Bylaw P1287.

Submitted by: 
Carla Connolly, Planner

Beaufort Official Community Plan, Bylaw P1287

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of a Public Hearing held on Tuesday, June 19, 2012 at 7:00 pm at the Beaver Creek Community Hall.

Present: M. Kokura, Director Area “F” Cherry Creek
Staff: M. Irg and C. Connolly
Members of the Public: 17

1. Chair M. Kokura: I would like to call this public hearing to order. If you would like to move in closer, if anybody would like to move in closer, that would be fine. The meeting was called to order at 7:04 pm. For those that don’t know me, I am Mike Kokura, I’m your Regional Director. With us tonight, we have Mike Irg, the manager of planning and development and Carla Connolly, the planner. And I’ll call on the staff to read out the advertisement for public hearing.

2. M. Irg read the Public Hearing ad as follows:

A Public Hearing for residents and property owners within Electoral Area “B” will be held at the Beaver Creek Community Hall, 8505 Beaver Creek Road, Port Alberni, BC, at 7:00 pm on June 19th, 2012 to consider the following bylaw:

Bylaw P1287 – Beaufort Official Community Plan

The purpose of Bylaw P1287 is to repeal the Beaufort Official Community Plan Bylaw P994 and adopt a new official community plan.

Bylaw P1287 contains a statement of objectives and policies respecting future land use for all properties within that part of Electoral Area “B” (Beaufort) as defined in Beaufort Map No. 1 Official Community Plan Area which forms part of Schedule “A” of Bylaw P1287. Objectives and policies are contained under a series of headings including:

General Planning; Agricultural Use; Resource Use; Industrial Use; Commercial Use; Rural Use; 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 P1287 is to be held by Director Mike Kokura, 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 June 8, 2012 to June 19th, 2012 both

inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg

3. Chair M. Kokura: The purpose of the hearing is to hear representation, written or verbal, from any person who believes their interested 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 verbal transcript. If it is not, staff will take written minutes that summarize the issues that arise. Staff will now read out written submissions received prior to the hearing and any correspondence received ahead of time from the public.
4. C. Connolly: No written submissions were received.
5. Chair M. Kokura: No written submissions were received. Okay. Are there any presentations from the public? If there are, I would ask you to state your name and your place of residence so that it could be recorded. Anybody wishing to speak?
6. C. Connolly: I could probably give a quick presentation to talk about the official community plan. So, basically, I'll just point out that these microphones are for recording only. They're not an amplification system so, we're just trying to pick up everybody's comments, so if you do have comments, please come up front and speak into the microphones so that will be recorded. As this meeting is being recorded. So this meeting is the public hearing for the Beaufort official community plan which is a new community plan which started out probably back in 2010 when we started with the Alberni Valley background study, which maybe a lot of you were aware of and involved in at that time. And then, from that study, we took the feedback that we received and we built it into this new official community plan for the Beaufort area. We did have a lot of consultation for that Alberni Valley background study as well as this official community plan and we held an open house in September of 2011, which you may have attended, and we also had a mail out, or a couple mail outs that went out. One was recently in February which I hope you all received in your mailboxes. Basically, the plan itself, which is available at the back of the room, is divided into three sections. And the first is being an introduction to the official community plan, regulatory requirements by the province. Part two lists the goals and objectives as well as the policies that we have been directed by you, the public, to include in the official community plan. And part three includes the development permit areas which are new to the Beaufort area, and includes such things as riparian area setbacks and natural hazard area protection. So, riparian area protection meaning from major and minor streams and rivers in the area and so Stamp River would be the major, all other streams would be considered minor. And those are setbacks that would be applied to those watercourses. And the other development permit area is hazard area protection and that would include such things as steep slopes, land slippage, landslides, subsidence, flooding, that kind of thing, and we just make sure, we want to make sure that any future development is not negatively affected by these natural hazards. So, major, other major changes that you may have noticed from the old or current official community plan to this new proposed community plan are we're allowing home based industry in the area. So basically allowing people to have, or run a business, a small-scale business from their property in the rural area as long as they meet some of our requirements such as lot sizes being 5 acres and having appropriate setbacks. We're also incorporating, like I mentioned earlier, development permit areas which is new to the Beaufort area. Larger lot sizes so that we don't see a lot of small lot subdivision of the agricultural properties which the majority of Beaufort is an agricultural community. We're going to expand the, or we

hope to expand or allow the expansion of the parks and trails system that currently exists here. As well, we have expanded the official community plan boundary to encompass the entire electoral area. We're also allowing accessory residential dwelling units which means that people, or we hope that people will establish basements suites, or granny suites, or carriage homes, or, how, whatever you want to call them, in their homes or in an accessory structure like their garage or shed or whatever. And that's just to, with an aging population, maybe you'd have your parents come live with you or maybe your kids would come back to live with you, or maybe you'd have a renter or something like that. As well, we want to encourage the agricultural community to continue and we also encourage site adaptive development. So basically, developing your property in a manner that respects the topographic or geographic restraints. So those are the major changes from the existing official community plan to our proposed plan. So like Director Kokura said, is there any comment from the public, or questions or anything?

7. Chair M. Kokura: Thanks Carla. Terry.
8. T. Shannon: Yes, I have some concerns about the development permit areas. Just on brief perusal, I see there is some sort of requirement to have vegetation on approximately 50 meters on either side. I mean we own a big chunk of streamway so it wouldn't have vegetation on it at this point, for 50 meters. We actively farming. So I would have a real issue with that, that kind of scenario.
9. C. Connolly: We do have exemptions that are included in the development permit section, and I believe agriculture, like farming up to the river is one of those exceptions. You're also under the right to farm legislation would cover you to so.
10. T. Shannon: Well, I read in the exceptions, I mean is not a requirement to have a development permit, but basically in an area, there's a requirement to have vegetation. Like, I don't have to apply for a permit to do agricultural operations within that area but later on, it looks like it, you know there's a requirement to have vegetation on the. And there's another, another issue as well. It says within a, within a DPA 1 area, paths for pedestrians can be constructed.
11. C. Connolly: Sorry I missed that with the truck going by.
12. T. Shannon: Sorry, within a DPA 1 area, that paths for pedestrians up to one meter can be constructed. What about the property owners. What are they, where do they stand in those kinds of situations? I mean, you know it's hard to sort of envision a scenario where someone would want to build a couple miles of pathways to hike along a creek but, maybe they do. You know.
13. E. Shannon: We have creeks that run right all the way through the farm like Terry said, it's a natural path. 15 feet.
14. T. Shannon: Not just us, but many residents here have streams that run through they're property so.
15. E. Shannon: That's right.
16. T. Shannon: I mean, you know I think those kind of things should be stopped in this bylaw actually.
17. M. Irg: So, if I can address, sort of your, I guess I'll deal with the agriculture component first. So a development permit is meant if you want to do something within those areas. It's not a, it's not a setback in the same way that a setback for the zoning bylaw, for building means. So, if you want to do something in there you have to apply for a development permit and so, farming is one of those things that are exempt from the development permit. So you're not required to keep a setback, you're not required to keep the vegetation so, you can continue to farm, you know, following good

farm practices and right to farm legislation. That doesn't apply to the farming practices that you're doing.

18. T. Shannon: In the front part, I agree with you Mike, it does say that. But under the guidelines it says that you know, the following guidelines apply.
19. M. Irg: Right and the guidelines, and that's fine, I'm glad you asked because the guidelines will apply when you actually apply for the development permit. So these are the kinds of things that you will want to do when you're going to do whatever it would be in the development permit. So, the guidelines don't apply because you're exempt from the development permit requirements. So, the guidelines are what you would follow when you applied for the development permit. So you're.
20. T. Shannon: But you don't need to.
21. M. Irg: You don't need a development permit because you're exempt so, the guidelines don't apply.
22. T. Shannon: Okay so what about the, guidelines regarding construction of pedestrian pathways? How does that work?
23. M. Irg: So again, what we're saying is that if the property wants, you can allow it. You're still the property owner for your properties so, the Regional District or government body, or anybody else has no right to go in and build a pedestrian pathway through your property. You may allow that and then we would be going through a development permit process depending on the circumstances, to allow that pathway. So that's, that's how that works. So it's not, it's not saying that you have to allow it, it's saying you may allow it.
24. T. Shannon: Oh alright. That puts a different spin on it.
25. M. Irg: Good questions.
26. Chair M. Kokura: Any other questions, comments? Everybody's satisfied? If no one speaks up you won't have much more time here.
27. ???: Inaudible comment from the public.
28. Chair M. Kokura: If you want to make a comment, you'll have to give your name and where you reside. Try, speak into the microphone or speak up so that the staff can make notes of your comments. Otherwise, you'll go unheard. Well, if there are no comments. I would like to stress that the Board cannot receive any new information between now and the end of the hearing. And making, between now and the end of the hearing and making a decision on the bylaw. If any Board member does so, this invalidates the hearing and means that we will have to, that the hearing will have to be held again. So, I call for the first time for any further comments.
29. K. McBride: I kind of got in here a little bit late. Sorry. Kelly McBride, I just moved in on Bland Road. And I'm just curious what all being discussed, I heard this gentleman development and everything else. I just want to get caught up a little bit like is this just on the farming. I know one side is ARL and the other side is residential. So what is all it pertaining to is my main question.
30. C. Connolly: Sure it will, this is actually for the official community plan which is available, I don't know if you picked up a copy at the back of the. So the plan contains, it touches on a number of different topic areas. So we deal with agriculture, residential, institutional, industrial, resource, commercial, basically any kind of land use that you can have is dealt with in the official community

plan. So it's not just about one particular area although Beaufort's main or common concern is about agriculture because it is an agriculture community. But we've addressed many different issues in the official community plan. So we're basically just bringing it up to date because the earlier report was done, the existing community plan was adopted in 1998 so this one will be an update on that. To bring it up to current needs, or to meet the current needs of the current residents basically.

31. K. McBride: Okay.

32. C. Connolly: Do you have any specific concerns right now with your community?

33. K. McBride: No, I'm just, I'm helping out my aunt and uncle we're trying to work the property and do some stuff. We're at the slow stage of moving along just as funds flow. I'm just quite curious, I don't want to be on the wrong side of that fence.

34. C. Connolly: Yes. So for agriculture. You're working the property for agriculture?

35. K. McBride: No, we're just trying to develop, make it a lot better and a whole lot nicer.

36. C. Connolly: Certainly you can come in and talk to us at the regional district at any time too if you have any questions about your particular property and your circumstance. Certainly, we're there, that's what we're there for.

37. K. McBride: Alright. Thank you very much.

38. Chair M. Kokura: Thank you. So, once again. Any further comments? Any further comments a second time? Any further comments time third and the last time? Hearing no further comments, I declare this meeting terminated. The meeting terminated at 7:21 pm.

Minutes reviewed by: C. Connolly Certified Correct: _____
C. Connolly M. Kokura
Planner Director for Area "B" Beaufort

BEAUFORT OCP OFFICIAL REFERRAL COMMENTS

COMOX VALLEY REGIONAL DISTRICT

From: Geoff Garbutt [mailto:ggarbutt@comoxvalleyrd.ca]
Sent: May 31, 2012 8:25 AM
To: Carla Connolly
Cc: Ralda Leroux
Subject: RE: Beaufort OCP Official Referral

Dear Carla,

Given the location of this plan area and adjacent resource uses in the CVRD, the proposed Beaufort OCP has no implications for the CVRD and our interests are unaffected. Staff have reviewed the proposed bylaw and would note that the proposed approach for development and subdivision of rural lands is significantly different than the policy direction in our Regional Growth Strategy however, as outlined, given the location of the plan area, there are no direct impacts on resource lands and rural lands in the CVRD. Please note that it is encouraging to read the policies you included on items that are not restricted to the boundaries of the community of Beaufort, such as the following, where the region would share in the positive results:

- Maintaining the hydrological integrity of the watershed.
- Reducing greenhouse gas emissions.
- Enhancing and restoring stream and fish and wildlife habitat.

Thank you for the opportunity to provide staff comments on this proposed OCP and please contact our policy analyst Ralda Leroux if you have any questions or need any additional input from the CVRD.

Kind regards,

Geoff
Geoff Garbutt, MCIP
Executive Manager of Strategic and Long Range Planning
Comox Valley Regional District
600 Comox Road
Courtenay, BC V9N 3P6
Tel: 250-334-6077; Fax: 250-334-4358
Toll free: 1-800-331-6007

TSESHAHT FIRST NATION

From: Darrell Ross [mailto:dross@tshaht.com]
Sent: May 16, 2012 10:32 AM
To: Carla Connolly
Subject: RE: Beaufort OCP Official Referral

The Tshaht First Nation has now completed a comprehensive review of your referral for Beaufort 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
Tseshah 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.tseshah.com>

MINISTRY OF ENVIRONMENT

From: Henigman, Margaret FLNR:EX [<mailto:Margaret.Henigman@gov.bc.ca>]
Sent: May 8, 2012 4:31 PM
To: 'Kelly Gesner'
Subject: Beaufort OCP revision

Hi Kelly; I'm not certain if I noted any of the following in my previous response but these did jump out at me:
Sec. 14.3 DPA Exemptions: I was having trouble making sense of viii – perhaps this needs rewording?
Sec. 14.4 "RAR" protection. The last sentence in paragraph 2 seems to suggest that the province defines which streams the 15 and 30m setback should apply to. Perhaps you meant the provincial RAR defines "streams"??
P. 28 – the last line on the page objectives of the (RAR?) and ?...is something missing?
P. 29 - "RAR" Guidelines ii d)& e) I'm wondering how proponents would know that this had been achieved? Paths are inherently destructive, as over time, even the best laid plans result in waste dumping, vandalism and the spread of invasive species into these sensitive habitats... all riparian habitats are sensitive habitats.
i.v. did you want to consider impervious targets? There is some agreement that 10% of a lot is reaching irreversible thresholds.

That's all I could see in this section.

tfn

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
Fax: 250-751-3208

MINISTRY OF TRANSPORTATION

From: Johnson, Stuart TRAN:EX [<mailto:Stuart.Johnson@gov.bc.ca>]
Sent: May 7, 2012 1:31 PM
To: Carla Connolly
Subject: RE: Beaufort OCP Official Referral

Hi Carla

No additional comments from MOTI at this time.

Thanks,

Stu Johnson

District Development Technician
Ministry of Transportation and Infrastructure
3rd Floor - 2100 Labieux Road
Nanaimo, B.C. V9T 6E9
Phone 250-751-3270
Fax 250-751-3289

MINISTRY OF AGRICULTURE

From: Hatfield, Jill AGRI:EX [mailto:Jill.Hatfield@gov.bc.ca]

Sent: May 4, 2012 2:24 PM

To: Carla Connolly

Subject: RE: Beaufort OCP Official Referral

Good Afternoon Carla: Thank you for incorporating my suggested changes in the draft Beaufort OCP. I have no further comments to add.

Thank You

Jill Hatfield P.Ag.

Regional Agrologist

BC Ministry of Agriculture

2500 Cliffe Ave., Courtenay BC V9N 5M6

ph: 250 897-7518

smartfarmbc.ca

MINISTRY OF FORESTS AND NATURAL RESOURCE OPERATIONS

From: FrontCounter BC FLNR:EX [mailto:FrontCounterBC@gov.bc.ca]

Sent: May 4, 2012 3:08 PM

To: Carla Connolly

Subject: RE: Beaufort OCP Official Referral

Hi Carla

I have forwarded your information to the Nanaimo FrontCounter BC office. Staff from that office will contact.

Debbie Jones

Customer Service Representative

FrontCounter BC

Ministry of Forests, Lands and Natural Resource Operations

845 Columbia Ave Castlegar V1N 1H3

e-mail: debbie.jones@gov.bc.ca

Toll Free: 1-877-855-3222

SCHOOL DISTRICT 70

From: Jerry Linning [mailto:jlinning@sd70.bc.ca]

Sent: May 3, 2012 3:36 PM

To: Carla Connolly

Cc: Darrin Olson; Nora Moncur

Subject: RE: Beaufort OCP Official Referral

Hi Carla,

I have forwarded this document to, Darrin Olsen, Principal of Gill Elementary School and Nora Moncur, Principal of A.W. Neill Middle School. As many of the children living in the Beaufort area would attend Gill or Neill Schools, they are better able to provide meaningful input to the OCP.

Sincerely,

Jerry Linning

Secretary Treasurer
School District 70 Alberni
250-720-2756

AGRICULTURAL LAND COMMISSION

From: Cheetham, Roger ALC:EX [mailto:Roger.Cheetham@gov.bc.ca]
Sent: May 3, 2012 3:25 PM
To: Carla Connolly
Cc: Hatfield, Jill AGRI:EX
Subject: RE: Beaufort OCP Official Referral

Thanks Carla, We note the changes that have been made in response to the comments in our letter dated 7th March 2012 . While the plan appears to be consistent with the ALC Act we once again suggest that the wording of 4.2.1 be changed. While the wording may reflect the existing RDAC minimum lot size provisions, subdivisions of that size are rarely appropriate for agriculture. The OCP policies should therefore encourage larger lot sizes rather than condone the existing minima.

Regards

Roger Cheetham, Regional Planner
Ph 604 660 7020
FAX 604 660 7033

BEAUFORT OCP PRELIMINARY REFERRAL COMMENTS

MINISTRY OF ENERGY AND MINES AND RESPONSIBLE FOR HOUSING

From: Musgrove, Kate MEM:EX [mailto:Kate.Musgrove@gov.bc.ca]
Sent: March 30, 2012 11:36 AM
To: Carla Connolly
Subject: RE: Beaufort OCP Referral

Thank you for your email of February 3, 2012 sent to Kate Musgrove of the Mining and Minerals Division detailing the proposed Official Community Plan (OCP) for Beaufort. We have reviewed the material sent and are responding to your request for input.

The Ministry of Energy, Mines has no objections at this time to the proposed Official Community Plan.

We look forward to working with you on future versions of the OCP. If you have any questions, please contact Mark Haines, Senior Policy Analyst by telephone at 250 952-8007, or by email at Mark.Haines@gov.bc.ca .

Sincerely,
Nathaniel Amann-Blake
Forwarded by Kate Musgrove on behalf of Nathaniel Amann-Blake

Kate Musgrove
Executive Assistant to
Assistant Deputy Minister David Morel
Mines and Mineral Resources Division
Ministry of Energy and Mines
Victoria, BC
Phone 250.952.0470
Fax 250.952.0491

MINISTRY OF AGRICULTURE

From: Henigman, Margaret FLNR:EX
Sent: Wednesday, March 7, 2012 3:26 PM
To: Nap, Nancy R ENV:EX
Subject: ACRD - Beaufort OCP ERS: 96681

To pass along to ACRD:

Again, isn't it great that a local government outside the application of RAR are so willing to adopt parallel bylaws? That's 2 of the OCPs for ACRD that have adopted similar legislation. Well done!

I do have a question about the reports you will be requiring for proposed work within 30 or 15m of the streams. Will these reports have to conform to the standard methods defined for RAR? i.e. Simple or Detailed Assessment? It will be easier on everyone if you require the same format. Just a thought.

Thanks!
Maggie Henigman, MA, CCEP

AGRICULTURAL LAND COMMISSION



Agricultural Land Commission

133 – 4840 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 680-7000
Fax: 604 680-7033
www.alc.gov.bc.ca

7th March 2012

ALC Files 46484 and 46485

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

Dear Madam:

Re: Beaver Creek and Beaufort Official Community Plans

With reference to your e-mail correspondence dated 8th February 2012 we note that the policies in both plans are similar. Our comments accordingly apply to both plans and are as follows:

Policies 3.2.4 and 3.2.23. We are pleased to note these policies. You may like to increase the width of the vegetative buffer to 15 meters and make reference to the Ministry of Agriculture's guide (http://www.al.gov.bc.ca/resmgmt/sf/publications/623100-2_Guide_to_Edge_Planning.pdf) and also consider making provision for fencing. The reference in Policy 3.2.23 should rather be to the Ministry of Agriculture's Guide to Edge Planning.

4.0 Agriculture Use. We suggest that the OCP incorporate the objectives and policies of the Alberni Valley Agricultural Plan (AVAP) as part of the OCP and the ACRD not only initiate the actions identified in the AVAP but also undertake to work with the other organizations that are involved with the implementation of the plan.

Policy 4.2.2. As it is rarely in the interests of agriculture to permit parcels with a minimum size of 2 ha we suggest that this policy be rewritten along the following lines:

"Discourage the subdivision of agricultural land unless supported by the ALC for land within the ALR."

We also suggest that a note be added to draw the public's attention to the need for ALC approval of subdivisions in the ALR notwithstanding the minimum lot size stated in the OCP.

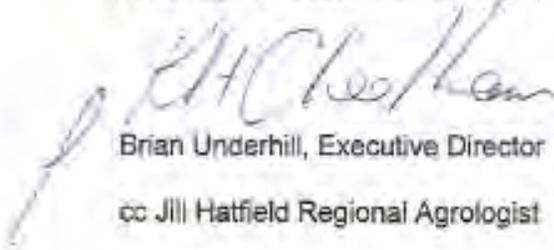
Policy 12.2.6. The Commission's printer did not recognize the type face used for the reference document. We presume that the reference is to the Ministry of Agriculture's guide to using trails in farming and ranching areas (http://www.al.gov.bc.ca/resmgmt/sf/trails/agtrails_toc_08.pdf)

Policy 14.2.4. We are pleased to note this policy.

16.3 Development Permit Exemptions. We are pleased to note the exemption for agriculture under xii.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink, appearing to read "B. Underhill", is written over the typed name.

Brian Underhill, Executive Director

cc Jill Hatfield Regional Agrologist

rc/46464m1.



February 24, 2012

Carla Connolly, MCIP
Planner
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Carla Connolly:

Re Beaver Creek and Beaufort Official Community Plans

Thank you for the referral of the Beaver Creek and Beaufort OCP's. As both have similar language with respect to agriculture this referral letter will pertain to both official community plans.

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 both Beaufort and Beaver Creek OCP's.

Policy 3.2.4 & 3.2.23(Beaver Creek) 3.2.5 & 3.2.22 (Beaufort): 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

Policy 3.2.10 (Beaver Creek) 3.2.11 (Beaufort): It may be worth adding that secondary dwellings on land in the Agricultural Land Reserve require approval from the Agricultural land Commission.

Policy 3.2.16 (Beaver Creek) 3.2.17 (Beaufort): See comments under Small Scale Food Production.

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 Beaufort and Beaver Creek OCP's, 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.

4.2 Agricultural Use Policies: 4.2.1 (Beaufort) 4.2.2 (Beaver Creek): The minimum lot size of 2 ha is considered very small for agricultural purposes. This section should discourage subdivision in the ALR into small uneconomic lots. It should also identify that subdivision in the ALR requires approval of the Agricultural Land Commission and support the retention of larger parcel sizes as these offer more opportunity for agriculture development.

7.2 Commercial Policies 7.2.1 and 7.2.3 in the Beaufort OCP are the same.

12.0 (Beaufort) 14.0 (Beaver Creek): Infrastructure Policy 12.2.4 (Beaufort) 14.2.4 (Beaver Creek): Support acknowledging agricultures need to be included in discussions on water supply.

14.0 (Beaufort) 16.0 (Beaver Creek) Development Permit Exemptions Xii Farming activities in the ALR. Pleased to see agriculture is exempt from these Development Permits.

14.4 (Beaufort) 16.4 (Beaver Creek) 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

Thank you for the opportunity to comment on the Beaufort and Beaver 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

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

From: Hallworth, Jeff FLNR:EX [mailto:Jeff.Hallworth@gov.bc.ca]
Sent: February 10, 2012 2:49 PM
To: Carla Connolly
Subject: Beaufort Official Community Plan

Hi Carla,

I just wanted to take this opportunity to introduce myself as the new Land Officer for the South Island Natural Resource District, based in Port Alberni. I have lived here for over 21 years. The new position reflects an expanded ministry mandate to manage for natural resources other than for just forestry. In short, I will be responsible for many/most of the Land Act tenures in the ACRD, so that I will be sending you referrals to our new applications in the future.

I have had a quick look at the Beaufort OCP and like many of the progressive elements it contains.

Cheers,

Jeff Hallworth, P.Ag. Land Officer
Ministry of Forests, Lands and Natural Resource Operations
South Island Natural Resource District
4885 Cherry Creek Road, Port Alberni, BC, V9Y-8E9
Em: Jeff.Hallworth@gov.bc.ca
Ph: (250) 731-3022, Fx: (250) 731-3010

MINISTRY OF TRANSPORTATION

From: Johnson, Stuart TRAN:EX [mailto:Stuart.Johnson@gov.bc.ca]
Sent: February 7, 2012 8:48 AM
To: Carla Connolly
Subject: RE: Beaufort OCP Referral

Good morning Carla

Thanks for the opportunity to review the OCP draft.

At this point, the ministry of Transportation has no additional comments/input

Thanks,

Stu Johnson

District Development Technician
Ministry of Transportation and Infrastructure
Vancouver Island District

REGIONAL DISTRICT OF NANAIMO

From: Boogaards, Stephen [mailto:SBoogaards@rdn.bc.ca]
Sent: February 6, 2012 1:32 PM
To: Carla Connolly
Cc: Thompson, Paul
Subject: RE: Beaufort OCP Referral

Hi Carla,

The RDN has no comments on the Beaufort OCP.

Regards,

Stephen Boogaards, MCIP
Planner
Development Services Regional District of Nanaimo
Phone: 250-390-6524 Email: sboogaards@rdn.bc.ca

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1287

**A BYLAW TO ADOPT THE BEAUFORT
(ELECTORAL AREA B) 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 B (Beaufort) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 3, and 4 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 Beaufort (Electoral Area B) Official Community Plan Bylaw P1287, 2012".

Beaufort Official Community Plan Bylaw No. P994 is hereby repealed.

Read a first time this 25th day of April, 2012
Read a second time this XXX day of XXX, 2012
Read a third time this XXX day of XXX, 2012

I hereby certify this to be a true and correct copy of Bylaw P1287 as read a third time by the Board of the Regional District of Alberni-Clayoquot on the XXX day of XXX, 2012.

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

Chairperson

Chief Administrative Officer



Development Variance Application

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

Date: June 12, 2012

Application: DVC12003

Applicants: Jill Maibach **Agent:** Tony Dodd

Legal Description: LOT 10, BLOCK 64, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

Location: Salmon Beach

Electoral Area: Area "C" (Long Beach)

Recommendation: That the Regional Board:

- 1) Receive the staff report; and
 - 2) Pass a resolution to consider issuing the development variance of Section 143.3(10) of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to **vary the maximum height of a cabin permitted under the Marine Recreation (MR) District from 18 feet to 21 feet** to allow for the renovation and addition to the existing cabin.
-

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board either issues or considers denying the development variance permit.

Applicant's Intention: The applicant is requesting a height variance to add a foundation, with crawlspace, to the existing cabin. The application is to vary the height from 18 feet to 21 feet. This will enable to applicant to have a 6 foot 4 inch crawl space which is not

DVC12003

considered a storey.

Observations:

i. **Property Description:** This property is cleared and slopes from the road to the beach. The current cabin does not have a foundation.

ii. **Services:**

a) **Sewage Disposal:** Community pump-and-haul sewage disposal system.

b) **Water Supply:** Individual water system.

c) **Fire Protection:** Not within a fire protection area.

d) **Access:** The property accesses from Fourth Street.

iii. **Existing Planning Policies Affecting the Site**

A. **Agricultural Land Reserve:** Not within the ALR.

B. **Official Community Plan:** The South Long Beach Official Community Plan designates the property as “Salmon Beach Neighbourhood”. The use of the property complies with the policies and objectives of the South Long Beach OCP.

The portion of the property within 30 metres of the natural boundary of Barkley Sound is also within development permit area DPA III - Coastal Riparian Areas Protection.

Note: Prior to construction starting, a development permit will be required.

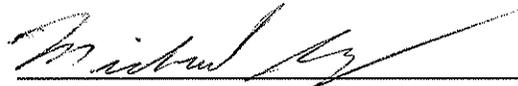
C. **Zoning:** Marine Recreation (MR) District. The zoning permits one (1) cabin not exceeding 560 square feet in floor area and one (1) storage building not exceeding 160 square feet in floor area. All buildings or structures shall not be constructed within 20 feet of any front or rear lot line or within 10 feet of any side lot line.

A development variance is requested to add foundation with a 6’4” crawl space as proposed by the owner. The top of the foundation will allow water to flow around the building on this sloped lot.

Comments: The proposed construction complies with the zoning requirements with respect to floor area and setbacks. Staff has been on site and it does not appear that the height variance would impact neighbouring property sightlines, given the property slopes towards the ocean.

This property is also within development permit area DPA III - Coastal Riparian Areas Protection. A development permit will also be required for the proposed construction which can be issued after the variance.

Prepared by:



Mike Irg, Manager of Planning and Development

Reviewed by:



Russell Dyson, Chief Administrative Officer

Re: 1021 Beach Rd

May 24/2012

Salmon Beach

This proposal is for a renovation/addition to an existing cabin including excavation for a conforming crawl space with concrete footing and foundation walls, with a clear headroom height of 6'4". We are asking for a height variance of 3' to the existing cabin to facilitate overall ridge height and to allow for positive slope from the crawlspace floor elevation to natural grade at the beach boundary. This gain in elevation would allow for any drainage or high water issues to the future crawlspace.

Proposal is to raise the cabin 18" only, allowing the other 18" (remainder of 36" variance) to rectify the existing ridge height.

The current cabin was recently surveyed with a combined (4 corners) elevation of 390.3.

$$390.3 / 4 = 97.57$$

$$97.57 + 18' = 115.57$$

115.57 Allowable Height

Top of existing floor elevation = 101 + 16' (top of floor to ridge)

117' Actual Height of Ridge

Proposed height of ridge after renovation

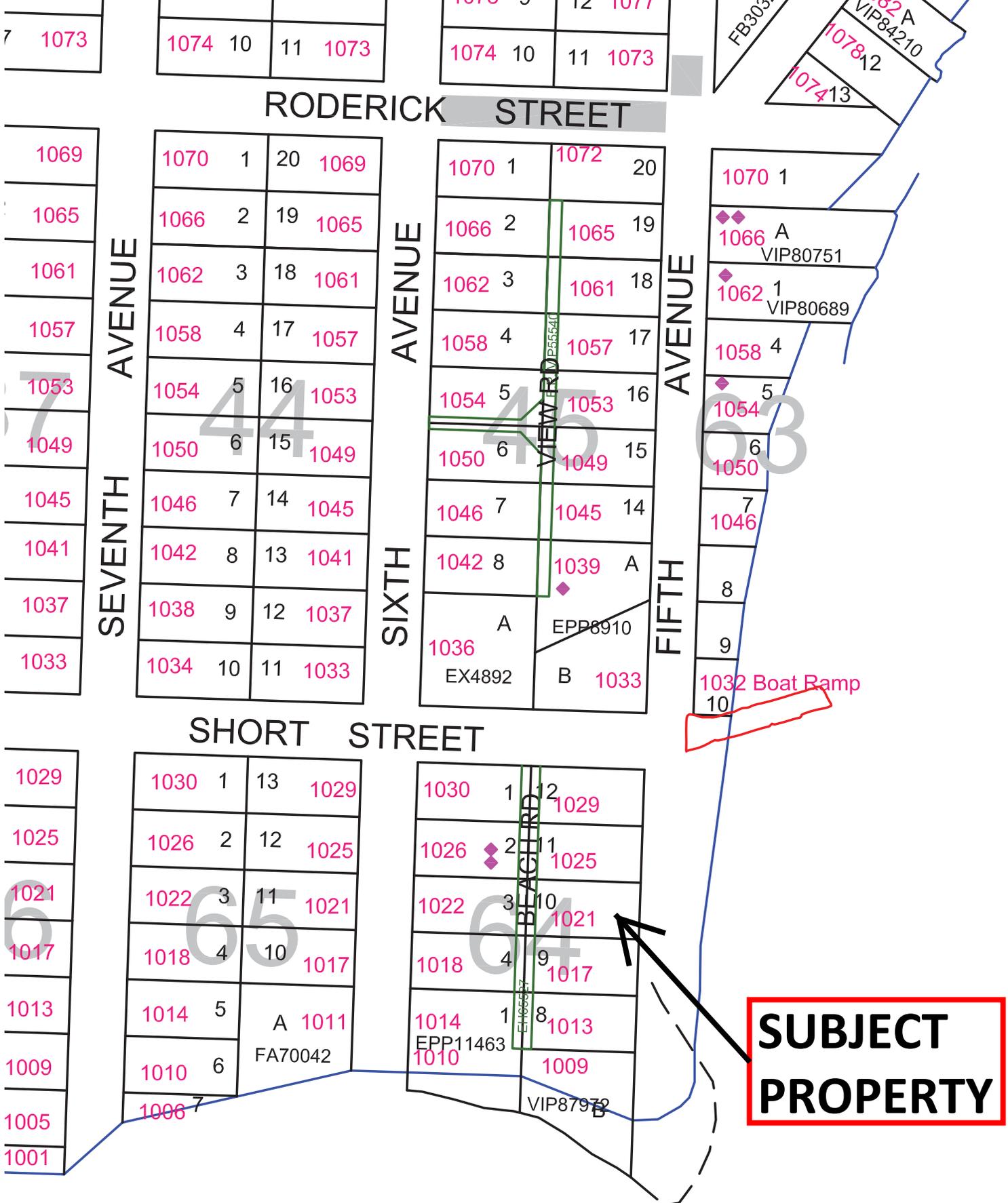
118.5 Final Height after Reno

The proposed floor elevation of 102.5 will be 1.1 feet below road elevation at mid span, still well below road grade, not interfering with any views from behind. As natural slope and cabins raise at a fairly steep incline to the rear.

Thank-You



Tony Dodd





REZONING APPLICATION

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

DATE: June 11, 2012

FROM: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

REZONING APPLICATION: RD11004

APPLICANTS: Sproat Lake Landing Inc.

LEGAL DESCRIPTION: LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91,
CLAYOQUOT DISTRICT, PLAN 31720.

LOCATION: 10695 Lakeshore Road

ELECTORAL AREA: Electoral Area "D" (Sproat Lake)

Recommendation: That the Regional Board:

- 1) Receive the staff report;
- 2) Proceed with first reading of Bylaw No. P1296 to redesignate a portion of the property from "Residential 1" to "Commercial"; and
- 3) Proceed with first reading of Bylaw No. P1297 to rezone a portion of the property from Rural (A2) District to General Commercial (C2) District subject to the following conditions:
 - The applicants obtaining a commercial access permit from the Ministry of Transportation and Infrastructure;
 - Confirmation that a minimum of six (6) dedicated parking spaces will be provided within the portion of the property under application;

RD11004

- The existing signage on the property being brought into compliance with the ACRD Sign Bylaw No. R1022;
 - Removal or relocation of the two trailers being stored on this portion of the property; and
 - Meeting all technical referral agency requirements.
- 4) Pass the following resolution: “That the public hearing for Bylaws P1296 and P1297 be delegated to the Director for Electoral Area “D” Sproat Lake, the alternate director, or the Chairperson of the Regional Board.
-

Applicant’s Intention: Rezone a portion of the property from Rural (A2) District to General Commercial (C2) District to allow for the relocation of the liquor store and grocery store currently operating out of temporary structures on the lakefront portion of the property, lease space for businesses offering kayak and small boat rentals and a tourist information desk supported by the Alberni Valley Chamber of Commerce.

Observations:

- 1. Property Description:** This portion of the property is approximately 0.6 acres in size and is bordered by the Pacific Rim Highway to the north, Lakeshore Road to the east and Weiner Creek to the south. The site is mostly cleared with some trees and vegetation along the Crown Land strip surrounding the creek. There is an office trailer and a large storage trailer being stored on the site. The only improvements are two freestanding signs adjacent to the highway advertising the Sproat Lake Landing business.
- 2. Services:**
 - (a) Sewage Disposal:** On-site sewage disposal.
 - (b) Water Supply:** Water License.
 - (c) Fire Protection:** Sproat Lake Volunteer Fire Department.
 - (d) Access:** The portion of the property under application is accessed directly from Lakeshore Road. Although this portion is directly adjacent to the highway there is no access from the Pacific Rim Highway. The Ministry of Transportation and Infrastructure have said that they will not allow any direct access from the highway to this portion of the property.

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Not in ALR.
- B. **Official Community Plan:** This portion of the property is currently designated as 'Residential 1' in the Sproat Lake Official Community Plan (OCP). The applicants are applying to redesignate the property as 'Commercial' in order to facilitate the proposed commercial use.

Policy 10.4.1 of the Commercial section of the Sproat Lake OCP aims to ensure that the Zoning Bylaw allows for continued operation and expansion of tourist-oriented businesses on Lakeshore Road.

This proposal complies with the policies and objectives of the Commercial designation in the Sproat Lake Official Community Plan.

- C. **Zoning:** This portion of the property is currently zoned Rural (A2) District. The applicants are applying to rezone the property to General Commercial (C2) District which would permit the existing grocery and liquor stores to relocate from the portion of the property where they intend to rebuild the hotel.

A2 District requires:	C2 District requires
Minimum Lot Area: 5 acres	Minimum Lot Area: 0.14 acres
Minimum Lot Width: 330 feet	Minimum Lot Width: 50 feet
Minimum Setbacks:	Minimum Setbacks:
Front: 50 feet	Front: 0 feet
Rear: 30 feet	Rear: 10 feet
Side: 15 feet	Side: 0 feet

The proposed grocery and liquor retail stores comply with the permitted uses in the General Commercial (C2) District.

Comments:

1. This application was referred to the Ministry of Transportation and Infrastructure (MoTI) to seek their initial comments considering the proximity to the Pacific Rim Highway and the intersection of the highway with Lakeshore Road. Their initial concerns with this proposal are:
 - No direct access from the Pacific Rim Highway.

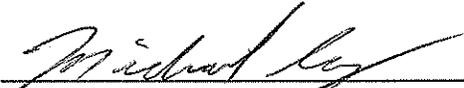
- 4.5 metre (15 foot) building setback from any road R/W.
 - Signage is to be contained entirely within private property.
 - As the proposal is to allow for a commercial business, an access permit will be required which will stipulate conditions as required (ie. additional paving, sightlines, etc.).
2. This portion of the property is approximately 0.6 acres in size. Considering the building setback from adjacent Weiner Creek is 30 metres (100 feet) and the MoTI setbacks from the highway and Lakeshore Road are 4.5 metres (15 feet), our mapping estimates an allowable building envelope of approximately 7,000 square feet. This should be sufficient given the small footprint of the proposed development.
 3. There are two freestanding signs advertising their business at the site. The ACRD Sign Bylaw R1022 regulates signs in the area. Section 4(9) of the Sign Bylaw details the requirements for freestanding signs and states that not more than one freestanding sign shall be permitted adjacent to each highway frontage of a site and that two or more freestanding signs must be separated by a distance of not less than 10 metres. The signage currently does not meet these requirements and would be in contravention of the Sign Bylaw. Staff is recommending that the signage be brought into compliance prior to completion of the rezoning application.
 4. In addition to the relocation of the grocery and liquor stores to this portion of the property, the applicants also requested space to offer tourist information pamphlets as well as offer lease space to other businesses interested in offering kayak and small boat rentals. While staff supports the relocation of the existing retail stores, it is felt that tourist information and kayak rentals would be better located within the future hotel facility the owners plan to build on the portion of the property adjacent to the lake. These services are more geared towards the guests staying at the hotel and staff feels that it is not prudent to allow a situation where guests will be carrying small boats across Lakeshore Road to gain access to the lake.

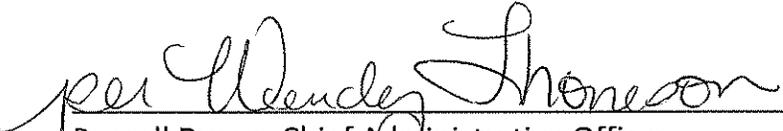
Prepared by:



Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Reviewed by:


Mike Irg, Manager of Planning and Development


per Wendy Thomson
Russell Dyson, Chief Administrative Officer

Attn. Alberni Clayoquot Regional District

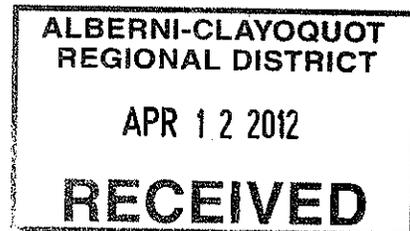
We are requesting zoning changes for the property across from the hotel site on Lakeshore Rd.

Our intent is to relocate our Liquor store and Grocery store to this site in order to increase the experience of the new resort currently in the planning stages.

We would also like to offer tourist information. We have been working with Mike Carter of the Alberni Chamber of Commerce and they are willing to partner with us as far as training and literature.

Other local Alberni businesses have expressed an interest in offering rentals such as kayaks and small boats. We would like to offer space to them to increase the awareness of what Sproat Lake has to offer.

Sproat Lake Landing Inc.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1296

**A BYLAW TO AMEND BYLAW NO. P1118
SPROAT LAKE 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 Sproat Lake Official Community Plan Amendment Bylaw No. P1296.
2. Schedule B, the plan map, is hereby amended by redesignating a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from "Residential 1" to "Commercial" 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 day of , 2012

Read a second time this day of , 2012

Read a third time this day of , 2012

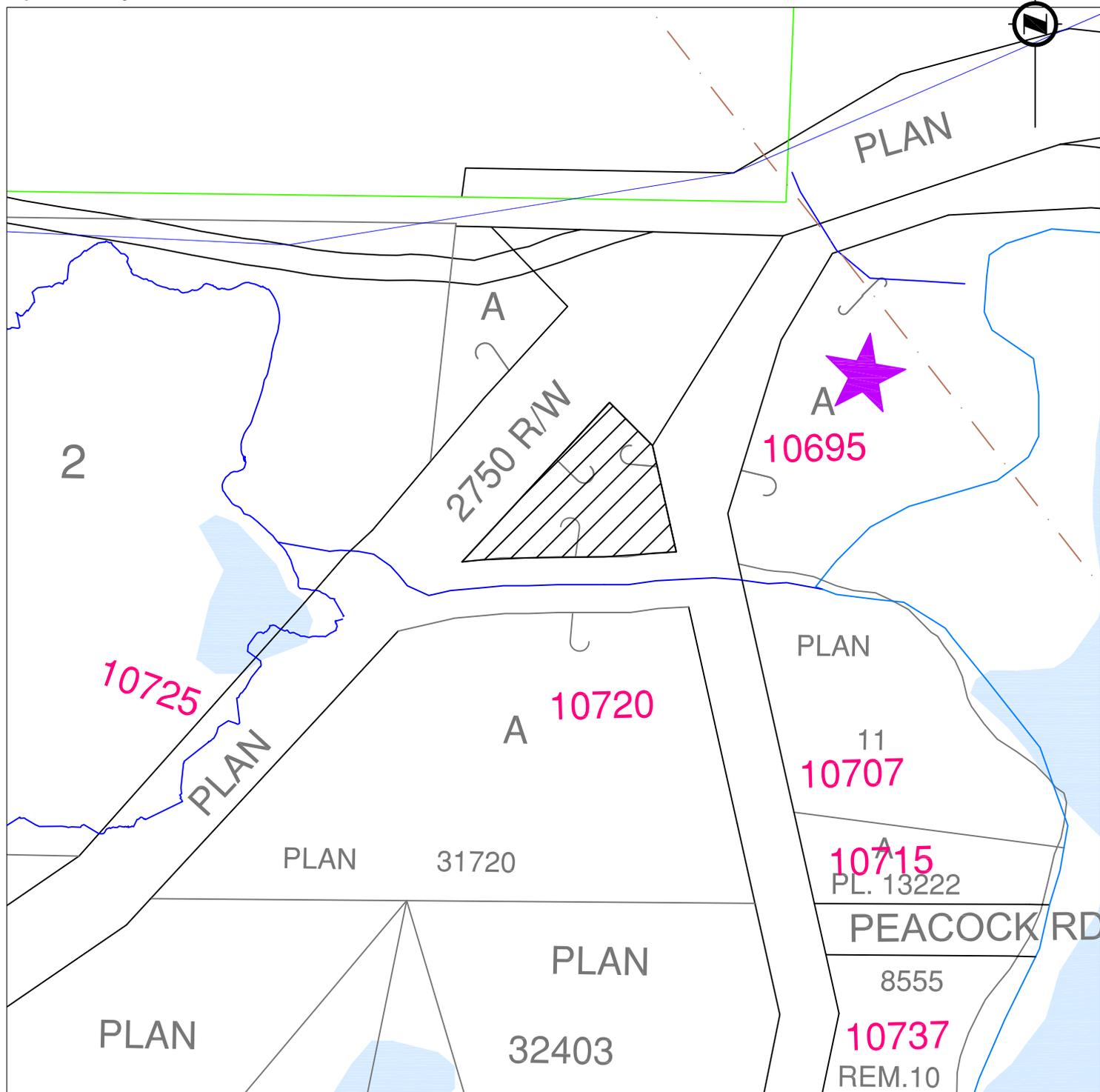
Adopted this day of , 2012

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1296



Legal Description: LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720



To be redesignated from "Residential 1" to "Commercial"



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1297

OFFICIAL ZONING ATLAS AMENDMENT NO. 659

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. P1297.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from Rural (A2) District to General Commercial (C2) 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 day of , 2012

Read a second time this day of , 2012

Read a third time this day of , 2012

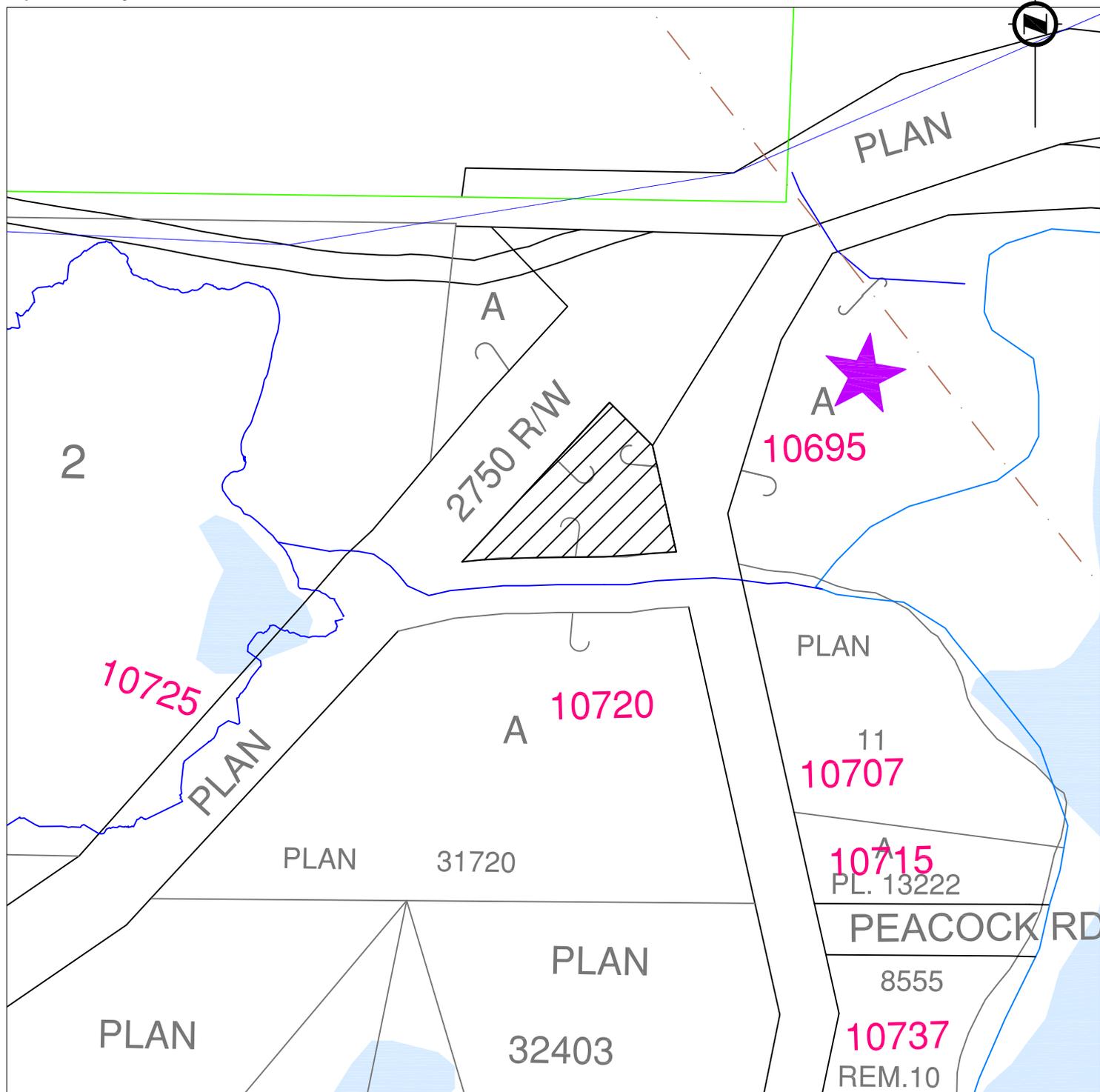
Adopted this day of , 2012

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1297



Legal Description: LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720



To be rezoned from Rural (A2) District to General Commercial (C2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





MEMORANDUM

TO: Russell Dyson, CAO and Regional Board of Directors

FROM: Carla Connolly, Planner

DATE: June 20, 2012

RE: Bylaw P1291 Beaver Creek Official Community Plan

Beaver Creek OCP

The Beaver Creek OCP has been updated and gone through early and extensive community and agency/group consultation. In addition, the Beaver Creek OCP has also been considered in conjunction with the existing ACRD Zoning Bylaw, as well as the Alberni Valley Background Study, and the OCPs for the surrounding electoral areas.

As a result, the Beaver Creek OCP is now ready for first reading.

Following first reading, the official consultation process will begin. The following groups and agencies are included in the consultation process:

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture and Lands
- Ministry of Forests, Lands and Natural Resource Operations
- Ministry of Environment
- Ministry of Energy and Mines
- Tseshaht First Nation
- Hupacasath First Nation
- Vancouver Island Health Authority
- School District 70
- TimberWest
- Island Timberlands
- Private Managed Forest Land Council
- Agricultural Land Commission
- Beaver Creek Volunteer Fire Department
- Beaver Creek Improvement District
- Cherry Creek Waterworks District
- Comox Valley Regional District
- Port Alberni Port Authority
- City of Port Alberni

Recommendation

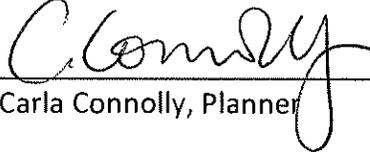
That the Regional Board receive the staff memorandum and then pass the following motions separately:

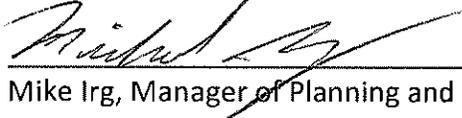
1. Proceed with first reading of Bylaw P1291, the Beaver Creek Official Community Plan;
2. Pass the following resolution: "That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan.";

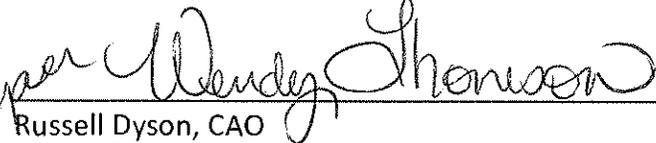
Beaver Creek OCP Bylaw P1291

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)

3. Pass the following resolution: "That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020.";
4. Pass the following resolution: "That the public hearing for Bylaw P1291 be delegated to the Director for Electoral Area "E" Beaver Creek, the alternate director, or the Chairperson of the Regional Board.

Written by: 
Carla Connolly, Planner

Reviewed by: 
Mike Irg, Manager of Planning and Development

Reviewed by: 
Russell Dyson, CAO

Beaver Creek OCP Bylaw P1291

Members: City of Port Alberni, District of Ucluelet, District of Tofino

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1291

**A BYLAW TO ADOPT THE BEAVER CREEK
(ELECTORAL AREA E) 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 E (Beaver Creek) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 3, and 4 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 Beaver Creek (Electoral Area E) Official Community Plan Bylaw P1291, 2012.

Beaver Creek Official Community Plan Bylaw No. P1027 is hereby repealed.

Read a first time this XXX day of XXX, 2012

Public Hearing held on XXX day of XXX, 2012

Read a second time this XXX day of XXX, 2012

Read a third time this XXX day of XXX, 2012

I hereby certify this to be a true and correct copy of Bylaw P1291 as read a third time by the Board of the Regional District of Alberni-Clayoquot on this XXX day of XXX, 2012.

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

Chairperson

Chief Administrative Officer



DEVELOPMENT PERMIT APPLICATION

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

DATE: June 18, 2012

APPLICATION: DPF12001

APPLICANTS: Mark & Sharon Price

LEGAL DESCRIPTION: THE EAST 12.70 CHAINS OF LOT 2, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 2140, EXCEPT PART IN PLAN EPP4020

ADDRESS AND LOCATION: 6625 Rosewood Road

ELECTORAL AREA: Area "F" Cherry Creek

Recommendation: That the Regional Board:

- 1) Receive the staff report; and
- 2) Issue Development Permit DPF12001.

Applicant's Intention: The applicants intend to construct a 1,350 square foot two storey accessory building on their property located at 6625 Rosewood Road. The structure will be 210 feet from the natural boundary of Cherry Creek at its closest point.

Zoning: The property is zoned Rural (A2) District. Section 6.2(4)(a) of the ACRD Zoning Bylaw requires a building setback of 30.48 metres (100 feet) from the natural boundary of a watercourse. The proposed siting of this accessory building meets the requirements of the Zoning Bylaw.

Official Community Plan: The Cherry Creek Official Community Plan designates "Cherry Creek Development Permit Area No. 4" surrounding the creek. The OCP designates these areas which may be susceptible to flood hazard or erosion in order to protect the watercourse. A Development Permit is required prior to any construction within the designated DP area.

DPF12001

Development Permits issued in these areas shall be in accordance with the following:

Section 6.4.2.1 – Development of land and the location of all permanent structures upon land included within the designated areas may be subject to additional setback and elevational requirements as determined by the Regional Board in consultation with the Ministry of Environment.

Section 6.4.2.3 – Retention of natural vegetation within distances from creeks may be specified by the Regional Board in consultation with the Ministry of Environment, Land and Parks as a condition of approval for development proposals.

The structure will be sited 64 metres (210 feet) from the natural boundary of the creek at its closest point. The updated Cherry Creek OCP, which received third reading at the June 13, 2012 meeting, designates a Development Permit Area setback of 15 metres (50 feet) from the natural boundary of Cherry Creek. As this shop is proposed to be sited a significant distance from the creek and outside the DP requirements of the new Cherry Creek OCP currently being considered, staff does not recommend any additional setback requirements or retention of natural vegetation.

Comments: On the portion of the property where the applicants plan to build the new accessory building, there is an existing single family dwelling located approximately 10.4 metres (34 feet) from the creek and another large open shed located approximately 7.0 metres (23 feet) from the creek. The immediate stream bank and riparian area is also vegetated with shrubs and second-growth trees.

As there is no proposed development within the immediate vicinity of the creek and the new accessory building will be located approximately 64 metres (210 feet) from the creek, staff recommends that this Development Permit be issued to allow for the construction of the accessory building no closer than 30 metres (100 feet) from the creek.

Prepared by: 
Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Reviewed by: 
Mike Irg, Manager of Planning & Development

per Wendy Thomson
Russell Dyson, Chief Administrative Officer



DEVELOPMENT PERMIT NO. DPF12001

The Board of Directors of the Regional District of Alberni-Clayoquot, in accordance with Section 920 of the Local Government Act, at a regular meeting held on June 27, 2012 has authorized this Development Permit in respect of the lands described hereunder.

A Development Permit is hereby issued to:

Name: Mark & Sharon Price

Address: 6625 Rosewood Road

With respect to:

Legal Description: THE EAST 12.70 CHAINS OF LOT 2, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 2140, EXCEPT PART IN PLAN EPP4020

PID: 006-393-381

1. This Permit is issued for lands designated under Section 919.1 of the *Local Government Act* and in the Cherry Creek Official Community Plan. Bylaw No. 626, in order to regulate development and building within lands designated as "Environmentally Sensitive";
2. This Permit is issued as satisfying the requirements of Section 6.4.2 "Cherry Creek Development Permit Area No. 4", Development Permit Guidelines Section 6.4.2.1 through 6.4.2.4 of the Cherry Creek Official Community Plan;
3. Site and Building specifics;
 - i) The proposed accessory building to be constructed on the western portion of the property, adjacent to Rosewood Road, may be constructed no closer than 30.48 metres (100 feet) from the natural boundary of Cherry Creek;
4. It is the owners' responsibility to ensure that proper Building Permits are applied for and in place prior to commencing construction.
5. All drawings may be adjusted by twenty percent (20%) upwards or downwards, inwards or outwards from any dimensions or lines contained in the Development Permit drawings provided that such adjustment does not conflict with Zoning Bylaw, and any other competent bylaw, administered by the Regional District.

DPF12001

Members: City of Port Alberni, Village of Ucluelet, District of Tofino

This Permit is valid for two (2) years from the date of execution.

Executed this day of , 2012

Russell Dyson, Chief Administrative Officer

Notice Deposited in Land Title Office this day of , 2012

10

3'

TAHLEN

3440

7
ROSEWOOD RD

APPROX.
LOCATION OF
NEW SHOP



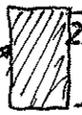
210'



Septic Field



34'



23'

Open shed

31'

pond

barn

garden area

existing house

45 ft

43 ft

new house

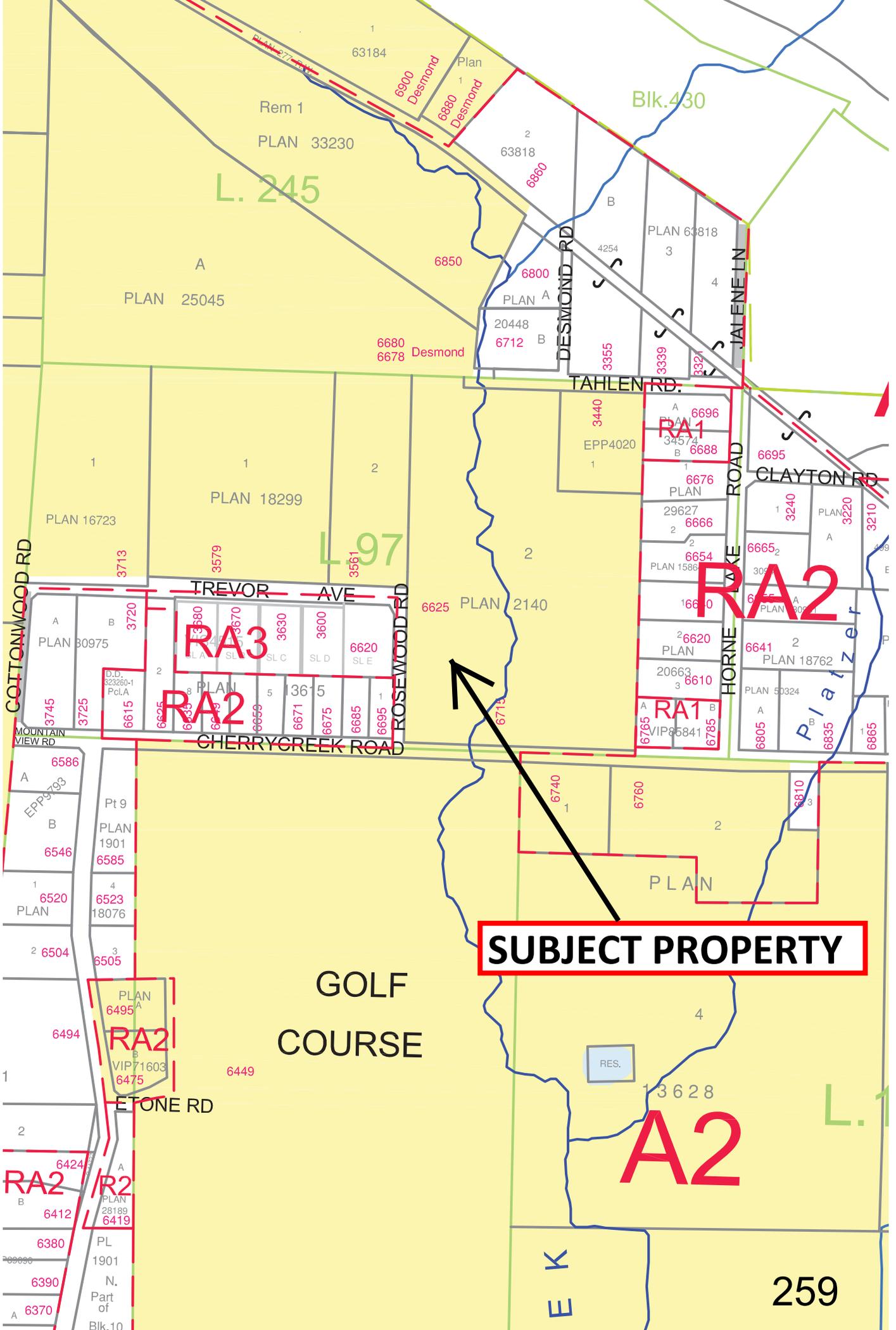
greenhouse

fruit trees

septic system

6715

258



L. 245

L. 97

RA3

RA2

RA1

RA2

A2

SUBJECT PROPERTY

GOLF COURSE

ETONE RD

RA2/R2

259

E K

RES.

Blk. 430

Rem 1
PLAN 33230

PLAN 25045

PLAN 16723

PLAN 18299

PLAN A
20448
6712 B

PLAN 63818

TAHLEN RD.

PLAN
29627
6666

CLAYTON RD

TREVOR AVE

ROSEWOOD RD

HORNE LAKE ROAD

CHERRY CREEK ROAD

COTTONWOOD RD

MOUNTAIN VIEW RD

2

1

1

A

A

1

63184

6850

6680
6678 Desmond

63818

6860

6800

B

4254

PLAN 63818

3

4

JALENE LN

3955

3339

3321

3440

EPP4020

1

6696

34574

6688

6676

PLAN

29627

6666

6654

PLAN 1586

1660

6620

PLAN

20663

6610

6765

VIP85841

6785

6641

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210

6695

PLAN 1801

6641

2

PLAN 18762

6805

PLAN 50324

6805

A

6835

PLAN 3001

6665₂

3240

PLAN 3220

3210



Staff Report

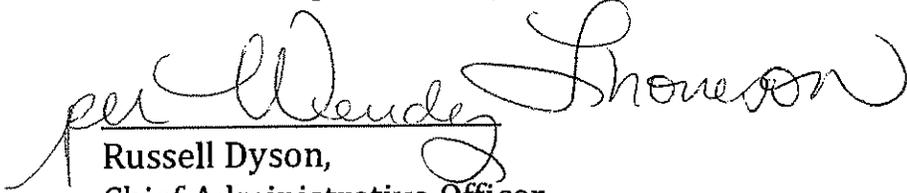
To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: June 21, 2012

Re: Update on Staff Activities

The following is an update on projects that Regional District Administration Staff are currently working on in addition to daily duties:

- a. Updating the Regional District's records management system;
- b. Finalizing plans for Kitsuksis reservoir replacement;
- c. Working with the new Coordinator on development of the Alberni-Clayoquot Health Network and Administration Committee;
- d. Alberni Valley Airport grounds maintenance – brush control;
- e. Long Beach Airport – maintenance and safety management system and equipment purchase
- f. Treaty Liaison and service review;
- g. 2012 – 2016 Financial Planning;
- h. Coordinating the Occupational Health and Safety Committee;
- i. Working with the WC Multiplex society – site identification Long Beach Airport & referendum in fall of 2012, including development of the Committee;
- j. Agricultural Development Committee Strategic Session priorities;
- k. Bamfield development and servicing review;
- l. Bamfield Water System water quality planning;
- m. Follow-up with Ecoplan Consultants on the Huu-ay-aht First Nation and Ucluelet First Nation joining the ACRD Board on April 1, 2012;
- n. Development of Airport Advisory Committee and arranging the first meeting;
- o. Drafting Terms of Reference for all ACRD Committees;
- p. Proceeding with Board Room Renovations in July 2012 & arranging alternate locations for July Board meetings;
- q. Interviews – IT Support Technician (contract position);
- r. 2012 CUPE Negotiations;
- s. Personnel Issues;

- t. Developing the Beaver Creek Water Advisory Committee – First Meeting held June 18th ;
- u. Drafting Resolutions for consideration at the 2012 UBCM Convention;
- v. Working with the Regional Fire Coordinator on updating the Volunteer Fire Department Bylaws.


Russell Dyson,
Chief Administrative Officer



MEMORANDUM

TO: Board of Directors, Regional District of Alberni-Clayoquot
FROM: Mike Irg, Manager of Planning and Development
DATE: June 20, 2012
RE: Monthly Activity Report - - Planning and Development

2011 total	2012 YTD	CATEGORY OF APPLICATION
10	2	Rezoning
11	4	Development Permit and Development Variance Permit
13	2	Subdivisions
0	0	Agricultural Land Reserve
3	1	Board of Variance
14	4	Crown Leases
24	9	Bylaw Enforcement
5	5	Miscellaneous
80	27	TOTAL APPLICATIONS RECEIVED

Cherry Creek OCP Has been forwarded to the Minister of Community, Sport and Cultural Development for approval.

Beaufort OCP Public hearing held June 19.

Sproat Lake OCP - Working on the draft OCP, a newsletter was mailed to residents and property owners in June, and an initial public open house will be held in July.

Beaver Creek OCP- Will be presented to the Board for first reading in June

Bamfield OCP - Working with VIU on the draft OCP.

Attended meeting on location for the Beaver Creek pump station.

Met with Alberni Valley fire Chiefs and Dan Holder to develop a process for notifying the Fire Chiefs about new construction and providing an opportunity for the Fire Chiefs to review larger construction projects.

Attended Island Timberlands watershed presentation on June 6th.

There were three public hearings held in June.

Agriculture Development Committee met on June 7th.

Mike Irg, Manager of Planning and Development



MEMORANDUM

To: Russell Dyson, CAO; Regional Board
From: Carla Connolly, Planner
Date: June 6, 2012
Subject: Planning Institute of BC Conference (PIBC) 2012

May 29 – June 1 Alex Dyer and I had the opportunity to attend the most recent planning conference for our professional organization, the Planning Institute of BC. These annual conferences provide an opportunity for planners, consultants, students and others in the industry to get together and learn from one another.

These conferences are not only valuable learning and networking opportunities, but also provide members of PIBC and the Canadian Institute of Planners (CIP) the opportunity to obtain all their required professional development or learning credits, which are compulsory to maintain membership in our professional organizations.

Alex co-presented a session titled Big Town Solutions Can Work in Small Places, which specifically focused on Bamfield and the development of their new official community plan. He did a great job presenting and it was very well received. This experience is extremely valuable and will help Alex in obtaining his full membership in PIBC and CIP.

The theme for this year's conference was Planning on the Edge of Change and it was all about planning for such things as:

- Rising energy costs
- Economic volatility
- Globalization
- Demographic shifts
- Social dynamics
- Resource depletion
- Fiscal sustainability
- Technology shifts
- Food security
- Ecosystem degradation

Each day was jam packed with speakers and the content was excellent.

Some of the key items we took away from the conference and will be endeavouring to implement here in the ACRD include:

- Making planning and our processes more inclusive: specifically, public hearings and

legal notices. Many people are put off or deterred from attending because it seems boring and/or uninteresting. We are going to evaluate our current notice and reformat it to be more eye catching and engaging and we'll hopefully attract more people to these important meetings.

- Attracting people to public meetings.
 - Look into providing childcare in order to attract more young families and females.
 - Using QR codes (the codes scanned by a smart phone to get additional information about a product) as a means to attract the younger generations and just generate more interest and/or using social media more efficiently and effectively.
 - Involve more seniors in the process by holding meetings in seniors' complexes or other places where ageing populations can be found.

- Encouraging infill development, where appropriate, and in a manner that matches the surrounding neighbourhood since increased density provides for the more efficient use of existing infrastructure. A developer spoke at the conference about the challenges in developing within existing neighbourhoods because today's standards for things like setbacks and road right of ways are significantly larger than they were when the communities were originally developed.

- Allowing farming to occur more easily in all areas: not limiting small scale agriculture to only agriculturally zoned properties. North Saanich calls it non-traditional farming; they don't count greenhouse footprints against the total lot coverage; they encourage edible landscapes (planting food instead of inedible flowers/shrubs); requiring food production as part of landscaping requirements, etc. Encouraging more onsite produce sales, simplifying permitting process for greenhouses/barns/urban chicken coops, would also go a long way in encouraging local agriculture.

Respectfully submitted by:


Carla Connolly, MCP
Planner

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2012**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							1	290,000					1	290,000
Mobile Homes							1	60,000					1	60,000
Multi-Family													0	0
Adds&Rens							1	40,000			1	150,000	2	190,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous							1	1,000	1	12,500	1	35,000	3	48,500
Totals	0	0	0	0	0	0	4	391,000	1	12,500	2	185,000	7	588,500

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2012 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	1	200,000	2	530,000	0	0	0	0	3	730,000
Mobile Homes	0	0	1	5,000	0	0	2	65,000	1	5,000	0	0	4	75,000
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	1	5,000	0	0	0	0	4	164,000	1	4,000	4	219,500	10	392,500
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	1	110,000	0	0	1	1,000,000	2	1,110,000
Miscellenaous	0	0	0	0	1	1,000	4	43,500	4	82,500	5	49,500	14	176,500
Totals	1	5,000	1	5,000	2	201,000	13	912,500	6	91,500	10	1,269,000	33	2,484,000

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS	1	6	1		2	10	36

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2011	60	4,292,042	120	9,221,498					
2010	65	10,682,812	149	21,524,170					
2009	41	4,073,709	123	11,302,380	1999	4	544,660	80	3,348,092
2008	58	5,846,304	147	22,682,130	1998	10	352,980	75	3,320,890
2007	54	4,675,576	163	15,007,877	1997	11	301,800	104	10,025,166
2006	20	2,180,540	161	15,909,705	1996	10	681,000	128	9,050,554
2005	23	3,668,510	138	12,962,379	1995	11	1,062,000	116	9,641,300
2004	16	2,535,906	133	11,036,854	1994	20	1,151,000	151	7,915,500
2003	7	1,695,380	97	6,925,356	1993	24	1,667,000	167	10,864,000
2002	7	116,952	76	2,986,134	1992	14	614,000	173	11,192,500
2001	5	375,314	89	5,790,126	1991	7	463,520	126	7,155,120
2000	4	63,279	88	4,095,339	1990	6	1,068,800	118	6,323,900



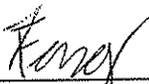
MEMORANDUM

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Date: June 20, 2012
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following since the Board of Directors meeting on May 23, 2012:

- Conversion of the Beaver Creek Improvement District including:
 - Assisting in closure of BCID office and training employees in Regional District accounting system
 - Transferring account information into Regional District system
 - Organizing the final audit for the Improvement District
 - Reviewing former accounting procedures such as disconnections
 - Preparing for first billing from Regional District office
- Completing the Statement of Financial Information as required by the Ministry
- Meeting with Ecoplan consultants to discuss apportionment decision process and organizing background information for meeting with Financial Officers of Yuulu?if?ath and Huu-ay-aht on the morning of June 27th
- Attended the Government Financial Officer's Association conference in Kelowna including two days of training for creating the 2012 Financial Statements in house
- Organized lease with Municipal Finance Authority for Long Beach Airport's new tractor
- Completed the mandatory Gas Tax Reporting to UBCM
- Worked with our insurance broker to organize upcoming insurance renewal and to ensure adequate insurance coverage at the Long Beach Airport during the Runway resurfacing project
- Secured insurance for the Bamfield Port Desire dock as it is not covered by the Municipal Insurance Association

Submitted by: _____


Teri Fong, CGA, Manager of Finance



	2012 YEAR TO DATE ACTUAL	2012 ANNUAL BUDGET	PERCENTAGE OF BUDGET
REVENUE			
Tax requisition	\$ -	\$ 3,587,654	0.00%
Parcel taxes	-	682,178	0.00%
Value added taxes	17,252	2,500	690.08%
Grants in lieu of taxes	12,469	31,900	39.09%
Services provided to other governments	-	167,677	0.00%
Sale of services	1,137,626	2,811,800	40.46%
Other revenue	59,886	158,000	37.90%
Grants from other sources	1,012,174	5,077,077	19.94%
Surplus (deficit) from prior years	1,134,550	1,103,148	102.85%
Committed surplus from prior year	2,139,638	2,137,538	100.10%
	<hr/>		
SUBTOTAL	5,513,595	15,759,472	34.99%
 <i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 387,197	\$ 648,591	59.70%
	<hr/>		
TOTAL REVENUE	\$ 5,900,791	\$ 16,408,063	35.96%
	<hr/>		



	2012 YEAR TO DATE ACTUAL	2012 ANNUAL BUDGET	PERCENTAGE OF BUDGET
EXPENDITURES			
Electoral Area Administration	\$ 28,905	\$ 2,693,107	1.07%
General Government Services	496,647	1,067,750	46.51%
Franklin Road Fire Protection	42	6,900	0.61%
Mountain Ranch Road Fire Protection	42	2,715	1.55%
Bamfield Fire Department	12,749	92,000	13.86%
Beaver Creek Fire Department	10,202	236,550	4.31%
South Long Beach Fire Protection	42	14,000	0.30%
Sproat Lake Fire Department	417	566,700	0.07%
Grandville Road Fire Protection	42	1,105	3.80%
E 9-1-1 Telephone System	4,633	264,000	1.75%
Port Alberni - Arena	417	238,348	0.17%
Building Inspection	77,993	212,500	36.70%
Noise Control-Beaver Creek	417	2,000	20.85%
Animal Control-Sproat Lake	42	3,100	1.35%
Emergency Planning-Alberni Valley	24,835	84,000	29.57%
Animal Control- Beaver Creek	42	3,000	1.40%
Emergency Planning-West Coast	3,568	12,890	27.68%
Beaver Creek Electoral Arena Contribution	1,146	27,661	4.14%
Cherry Creek Electoral Arena Contribution	1,146	23,408	4.90%
Sproat Lake Electoral Arena Contribution	1,146	34,758	3.30%
Noise Control- Cherry Creek	417	2,000	20.85%
Custom Transit	143,001	439,000	32.57%
Salmon Beach Sewage Disposal	22,456	66,450	33.79%
South Long Beach Street Lighting	298	750	39.73%
Arvay Road Street Lighting	469	1,150	40.78%
South Long Beach Bike Path	42	3,600	1.17%
Noise Control-Sproat Lake	417	2,000	20.85%
Alberni Valley Airport	33,571	150,000	22.38%
Tofino/Ucluelet Airport	101,092	4,451,508	2.27%
Alberni Valley Landfill and Bamfield	525,339	2,244,200	23.41%
West Coast Landfill	386,394	801,500	48.21%
Bamfield Community Park	169	6,100	2.77%
Sproat Lake Community Park	8,264	142,355	5.81%
South Long Beach Community Park	-	7,500	0.00%
Management of Development- Rural Area	126,667	427,500	29.63%
Regional Planning Services	38,884	152,500	25.50%
Regional Library	178,056	357,100	49.86%
Alberni Valley Tourism Marketing	17,168	2,500	686.72%
Regional Parks	1,134	13,633	8.32%
Salmon Beach Security	20,970	64,900	32.31%
Salmon Beach Garbage Collection	4,830	22,500	21.47%
Salmon Beach Recreation	4,723	29,400	16.06%
Salmon Beach Transportation	33,017	130,350	25.33%
Salmon Beach Water Supply	4,197	30,400	13.81%
Salmon Beach Power	16,977	71,000	23.91%
Alberni Valley Water Study	363	11,306	3.21%
West Coast Multiplex - Proposed	-	7,500	0.00%
Bamfield Water System	42,868	172,911	24.79%
Millstream Water System	10,859	32,634	33.28%
Grant-in-Aids - Combined	15,559	311,403	5.00%
SUBTOTAL	2,402,674	15,742,142	15.26%
Transfer to MFA on behalf of Municipalities	387,197	648,591	59.70%
TOTAL EXPENDITURES	\$ 2,789,871	\$ 16,390,733	17.02%



MEMORANDUM

To: Board of Directors
From: Andy Daniel, A.Sc.T., Manager of Environmental Services
Date: June 21, 2012
Subject: Environmental Services Department Staff Report

In addition to day-to-day activities, the Environmental Services Department has been working on the following since the Board of Directors meeting on June 27, 2012:

Long Beach Airport

- Worked on Far West Helicopter lease in the Weather Station building.
- Discussed installing water meters at services for billing and leak detection.
- Reviewed culvert replacement project tender.
- Review and purchase of replacement parts for the water system.
- Finalized with the estate of Tom Letchford's personal belongings being removed from his house.
- Finalized purchase of Tractor.
- Revised and submitted a revised copy of Airport Operations Manual to Transport Canada.
- Finalized Long Beach Airport Supervisor agreement with Mark Fortune.
- Progress claim submitted to Transport Canada for Runway Rehabilitation project.

AVRA

- Brushing contractor started at the Alberni Airport for airport safety management and field reclamation.
- The automated weather station had an annual service by AXYS Technologies
- Confirmed insurance for the June "Fly-In" event proposed by the Flying Club.

West Coast Landfill

- Completed hydro line brushing.
- Reviewed leachate runoff issues.
- Site inspection.
- Investigation into land clearing debris.

Alberni Valley Landfill

- Site inspection of abandoned AV Landfill tire recycling facility.
- Designed safety guard-rail system at the Alberni Landfill for quotes from contractors.
- Inspected drop off area.
- Authorized contractor to treat invasive Species Control of Japanese Knotweed.
- Reviewed contaminated soil land filling policy for both landfills
- Organized free tipping day for residents in participation with the City's Clean-up day.
- Review Alberni Valley Landfill environmental sampling results
- Dug test holes and investigated DL 307 for possible gravel extraction options.

Bamfield

- Forwarded RFP for Engineering Services for the Bamfield water system to the Bamfield Water Committee for review.
- Ordered lumber to repair water intake float dock.
- Determining a more effective chorine disinfection method.
- Water Service to HFN East Side Dock.
- Review and purchase of replacement parts for the water system.
- Revise application procedure for new water service request
- Boil Water Advisory issued for the Bamfield Water System and removed.
- Met with VIHA regarding boil water advisory.

- Reviewed water systems with VIHA Environmental Health Office.
- Investigate options for water system alarms
- Investigate possible easement for water line on Coast Guard property

Salmon Beach

- Reviewed design for Salmon Beach septic system and preparing tender documents.
- Investigate BC Hydro requirements for extension to proposed septic system.
- Designed silt control system for the boat ramp and getting quotes.
- Access road graded and brushing contract carried out.

Sproat Lake

- Inspection of Cougar Smith Park. Contractor completed safety rails on Faber Road.
- Met with Parks Committee.
- Sproat Lake Marine Patrol students begin their work term with orientation and training.
- Prepared SLMP boat for season with repairs and maintenance.
- Organized boating safety education presentations to Alberni Schools. Two members of Marine Patrol have presented to 846 students.
- Organized boating safety training course for SLMP with Transport Canada.
- Finalized agreement for Cougar Smith Park water supply.

City of Port Alberni

- Met with City Utilities Supervisor to discuss connection with City water to prevent Boil Water Advisories for the Beaver Creek Water System.
- Met with City Planner to discuss possible booster pump station sites.
- Attended organics diversion meeting with the City Engineer at day seminar in Duncan
- Working with Fire Chief on methods to reduce smoke in the Alberni Valley.

Ucluelet

Manager to attend meeting with Town Council in July.

Beaver Creek

- Working with new Beaver Creek personnel to review system and procedures.

- Met with City and Engineering Consultant to select the booster pump station location.
- Met with Fire Chief to discuss hydrant program and new facility improvements at the Beaver Creek Fire Hall.
- Applied and received right-of-way permit from MOT for Beaver Creek Booster Pump location.
- Changed the two Beaver Creek water licence's to the ACRD.
- Reviewed engineer drawings for new Kitsuksis reservoir for tender.
- Investigate temporary booster pump options for City of Port Alberni water to eliminate boil water advisories in winter.
- Met and reported to Beaver Creek Water System Advisory Committee.
- Pump stations pumps inspected and tested. Analysers calibrated.
- Operator attended Backflow Prevention Re-Certification Course at City.
- Maintenance on lowering four services on Beaver creek Road.
- New meter replacement on McKenzie Road, 20 were installed.
- Repaired night watermain break on Strick Road, service repairs on Short Road and Pearce Road.
- Operators completed daily rounds and sampling at reservoirs and pump stations.
- Carried out dead-end main flushing program.
- Park at Beaver Creek Fire Hall mowed.

General

- Reviewed all upcoming and current engineering projects with McGill Engineering.
- Continue to work with Consultant on Long Beach Runway Rehabilitation project.
- Garbage and recycling inquiries.

Submitted by: 
 Andy Daniel, A.Sc.T., Manager of Environmental Services

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of June 20, 2012

No.	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Feb. 9/11 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 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. 6th 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 & Tofino Air	Russell	90 Days
4.	Feb. 22nd BD	Pursue discussions with the City of PA, District of Tofino, District of Ucluelet, School Dist. No. 70 and NIC regarding the future of library services in the Region	Russell	July 2012
5.	April 11th BD	The Board adopted Bylaw A1074, 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 11th 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 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	Done
8.	May 23/12 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	Done

No.	Date	Action Item	Assigned to	Target Date/Update
9.	June 13 th BD	Forward a letter of support for a competition Our Local Markets has entered – BC Ideas: Solution for Stronger Communities	Wendy	June 22 nd
10.	June 13 th BD	Draft resolutions on the following for consideration at the 2012 UBCM Convention: Proposed closures of Coast Guard Station on West Coast & Request for funding from Province to deal with Tsunami Debris	Wendy	Drafting – Deadline to submit resolutions – June 30 th
11.	June 13 th BD	Draft a letter for the Chair's signature to BCUC supporting Fortis BC's Common Rates, Amalgamation and Rate Design Application	Wendy	June 22 nd
12.	June 13 th BD	Advise the following individuals that they have been appointed by the ACRD Board to the Salmon Beach Committee: Kel Roberts, Jill Maibach, Terry Graff, Gina Skippen & Len Jerriff	Wendy	June 22 nd
13.	June 13 th BD	The Board gave 3 readings to Bylaw No. E1054, Beaver Creek Water System Local Service Area Establishment, 2012 – Forward for approval by the Inspector of Municipalities	Wendy	Done – Forwarded for approval by the Inspector
14.	June 13 th BD	The Board adopted Bylaw A1076, Beaver Creek Water Advisory Committee and appointed former BCID Trustees as members – Prepare bylaw for signatures, advise members & Draft Terms of Reference for the new Committee	Wendy	Done – first meeting was held on June 18 th
15.	June 13 th BD	Bylaw 856-8, Sprout Lake Fire Protection Services Area Amendment was adopted including Great Central Lake Hold. properties in the fire service area – Forward adopted Bylaw and maps to the Ministry, advise the SLVFD & Great Central Lake Holdings the property is now covered	Wendy	Done
Finance Department				
16.	Nov. 23/11 BD	Investigate Bill 8 (as outlined in the UBCM report) & possibility of withdrawing from the BC Transit Service	Teri	Investigating

No.	Date	Action Item	Assigned to	Target Date/Update
17.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	Investigating
18.	April 25 th BD	Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1	Andrew	Drafting
19.	June 13 th BD	The Board approved the ACRD and ACRHD Audited Financial Statements – Forward to agencies	Teri	In Progress
20.	June 13 th BD	The Board appointed Mollon Tyler-Mollon Chartered Accountants as the auditors for the ACRD and ACRHD for the year ending December 31, 2012 – Advise Auditors	Teri	In Progress
Environmental Services Department				
21.	June 6/08	Bamfield Liquid Waste Management Infrastructure Planning Grant	Andy/ Janice	Consultant secured – grant approved and work proceeding
22.	Sept. 16/09 AV	Work with City of PA Staff on Bell Road/Stuart Ave. Water	Andy/ Janice	Grant approved
23.	Oct. 1/09	East Bamfield Waste Transfer Site Re-use shed at Waste Transfer Site	Rob/Andy	Bids in progress
24.	Apr. 6/10	West Bamfield Harbour Authority Dock Improvements (ICET)	Andy/ Janice	Work to be completed in 2012 – In Progress
25.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
26.	Sept. 8/10 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)
27.	Sept. 8/10 WC	Investigate the possibility of leasing property at the long Beach Airport for TFN to drill a well for water to their reserve	Russell	Reviewing alternatives – ongoing
28.	Oct. 13/10 COW	Work with Tofino Air on details of their request for a new lease at the Long Beach Airport	Andy/ Janice	In Progress
29.	Apr. 27/11 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

No.	Date	Action Item	Assigned to	Target Date/Update
30.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy	Investigating
31.	March 14 th COW	The Board passed a resolution to nominate the Sprout Lake Marine Patrol Program for an award through UBCM Excellence Program – Prepare and submit nomination documents	Janice	August 2012
32.	March 28 th 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
33.	April 11 th 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
34.	April 11 th BD	Investigate options for dumping land clearing debris on the West Coast	Andy/John	In Progress
35.	May 9 th 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
36.	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/ Teri	Order placed
37.	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
38.	June 13 th BD	Forward a thank you letter to the Arrowsmith Radical Runners for the donation of \$1,800 towards maintenance and improvements to the Log Train Trail	Andy	Done

No.	Date	Action Item	Assigned to	Target Date/Update
39.	June 13 th BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy	In Progress
40.	June 13 th BD	The Board approved entering into a letter of understanding with Mr. Bob Jackson to access water to supply Cougar Smith Park for a five year term – Prepare letter of understanding for signatures	Andy	Done
41.	June 13 th BD	Provide Directors with a report for the June 27 th Board Meeting on the Clean-up Day held on June 9 th	Andy	Done
Planning Department				
42.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2012
43.	June 1/09	Bamfield OCP Review	Mike	Working with VIU
44.	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
45.	n/a	Airport Zone Bylaw – AV Airport/Long Beach Airport	Mike	AV Airport bylaw – Adopted June
46.	n/a	Alberni Valley OCP Review	Mike	In progress
47.	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
48.	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
49.	Feb. 1 st EA Directors	Conduct a review of Building Permit Fees	Mike	July 2012
50.	March 14 th COW	Review the ACRD's procedures, timelines & bylaws for dealing with bylaw infractions and investigate possible changes for consideration by the Board	Mike/ Alex	July 2012
51.	April 11 th 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

No.	Date	Action Item	Assigned to	Target Date/Update
52.	June 13 th BD	Investigate and report to the Board on implications of the Provincial White Papers on a Modern Building Regulatory System and Certification of Building Officials (refer to pg. 115 – 126 board agenda)	Mike	For July
53.	June 13 th BD	The Board deferred Rezoning Application RC10001, Canadian Skyline Hotels Ltd – Work with applicant on possible options	Mike	Meeting with applicant
54.	June 13 th BD	The Board appointed the following individuals to the Bamfield Advisory Planning Commission for a two year term: Heather Washburn, Jim Spencer, Barry Otterson, Tish MacPhee, Denice Roberge, Rae Hopkins, Rose Janelle and John Mass – Update list and advise appointees	Charity	Done

Issued: June 20, 2012



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

Date	Meeting	Time & Location	Attendees
Monday, July 9 th	West Coast Committee Meeting (lunch provided)	10:30 am – Long Beach Golf Club	WC Comm., Senior Staff
	West Coast Multiplex Advisory Committee	1:00 pm – Long Beach Golf Club	Committee, Senior Staff
Wednesday, July 11 th	Tour of Yuułu?i?ath Community	11:00 am - Yuułu?i?ath Community	Directors, Senior Staff
	Lunch	12 noon - Yuułu?i?ath Community Hall	Directors, Senior Staff
	Board of Directors Meeting	1:30 pm – Yuułu?i?ath Community Hall	Directors, Senior Staff
	Regional Hospital District Meeting	Immediately following above	Directors, Senior Staff
Monday, July 23 rd	Beaver Creek Water Advisory Committee	7:00 pm – ACRD Office – Downstairs Meeting Room	Committee, Staff
Wednesday, July 25 th	Tour of Huu-ay-aht Community	11:00 am – Huu-ay-aht Community	Directors, Senior Staff
	Lunch	12 Noon – Location TBA	Directors, Senior Staff
	Board of Directors Meeting	1:30 pm – Huu-ay-aht Government Office	Directors, Senior Staff

Issued: June 21, 2012

