



# Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING  
WEDNESDAY, JULY 25, 2012, 1:30 pm  
House of Huu-ay-aht, 171 Nookemus Road, Anacla, BC

## AGENDA

---

	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items)</i>	
<b>3. <u>DECLARATIONS</u></b> <i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Regional Fisheries Resource Committee Meeting – June 27, 2012</b>	1-6
<i>THAT the minutes of the Regional Fisheries Resource Committee meeting held on June 27, 2012 be adopted.</i>	
b. <b>Board of Directors Meeting – July 11, 2012</b>	7-14
<i>THAT the minutes of the Board of Directors meeting held on July 11, 2012 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	
a. <b>REQUEST FOR CHANGE IN ROAD SIGNAGE</b>	15-16
RCMP, July 11, 2012, Request for Placement Change of Stop Sign.	
<i>THAT the Board of Directors forward this letter to the Ministry of Transportation and Emcon Services requesting that they follow through with the RCMP recommendation.</i>	
b. <b>INVITATION FROM MINISTER CHONG</b>	17-18
Honourable Ida Chong, Minister, Community, Sport and Cultural Development, Invitation to meet with the Minister at UBCM	



- h. **FOREIGN AFFAIRS AND INTERNATIONAL TRADE CANADA** **53-54**  
Thank you and Trade Commissioner Service Introduction
- i. **POWELL RIVER REGIONAL DISTRICT** **55-56**  
Ferry Initiatives

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

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

- a. **REQUEST FOR DECISION** **57-60**  
Fisheries Resource Committee – Terms of Reference

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the revised Terms of Reference for the Fisheries Resource Committee as presented.*

- b. **REQUEST FOR DECISION** **61-64**  
Building Bylaw – Fees Review

*THAT the Regional Board direct staff to amend the Schedule A of the Building Bylaw to reflect the proposed increase in building fees.*

- c. **REQUEST FOR DECISION** **65-66**  
Cherry Creek Waterworks District Requesting Gas Tax Funds

*THAT the Board of Directors of the Alberni-Clayoquot Regional District not request an amendment to its gas tax agreement and funds be available only for the Regional Districts own infrastructure needs which would include the Cherry Creek Water System upon conversion to a local service.*

- d. **REQUEST FOR DECISION** **67-68**  
VIHA Homelessness Grant

*THAT the ACRD Board of Directors accept the recommendations from the Alberni Valley Stakeholders Initiative to End Homelessness (AVCSI) regarding the disbursement of the \$300,000.00 grant from VIHA, to address homelessness in the region:*

- *\$40,000.00 to the Alberni Valley Community Fund (this will be designated by the Foundations for Grants for Homelessness Projects – which will add to the \$160,000.00 already specified in the fund).*
- *\$80,002.26 to the Canadian Mental Health Association for support staff for the lease of a 41 unit subsidized apartment building.*
- *\$78,917.74 to the Phoenix House for the renovation of a duplex to provide an additional 7 rooms of accommodation.*



- |    |                                                       |                |
|----|-------------------------------------------------------|----------------|
| e. | Environmental Services Manager Report – July 19, 2012 | <b>115-118</b> |
| f. | Financial Statements – June 30, 2012                  | <b>119-120</b> |
| g. | Staff Action Items Report – July 18, 2012             | <b>121-126</b> |
| h. | Meeting Schedule – August, 2012                       | <b>127-128</b> |

*THAT the Board of Directors receives the Staff Reports for a-h.*

## **10.2 COMMITTEE REPORTS**

### **10.3 CHAIR REPORT**

- |    |           |                |
|----|-----------|----------------|
| a. | July 2012 | <b>129-130</b> |
|----|-----------|----------------|

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

### **10.4 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. Clayoquot Biosphere Trust
- m. Association of Vancouver Island & Coastal Communities – C. Solda
- n. Beaver Creek Water Advisory Committee – J. McNabb
- o. Other Reports

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

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

*(requires 2/3 majority vote)*

**13. QUESTION PERIOD**

**14. IN CAMERA**

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

- i. labour or other employee relations*
- ii. litigation or potential litigation affecting the Regional District*
- iii. receiving advice from the Regional District solicitor that is subject to solicitor-client privilege including communications necessary for that purpose*

**14. ADJOURN**

**Next Board of Directors Meeting: Wednesday, August 8, 2012 1:30 pm**



# Alberni-Clayoquot Regional District

## MINUTES OF THE REGIONAL FISHERIES RESOURCE COMMITTEE MEETING WEDNESDAY, JUNE 27, 2012

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

---

**ATTENDEES** Bill Irving, Chairperson, District of Ucluelet  
**PRESENT:** Tony Bennett, Electoral Area "C" (Long Beach)  
Penny Cote, Electoral Area "D" (Sproat Lake)

**REGRETS:** Glenn Wong, Electoral Area "F" (Cherry Creek)  
John Jack, Huu-ay-aht First Nation  
Don Hall, Nuu-chah-nulth Tribal Council  
Mayor Perry Schmunk, District of Tofino  
Mr. Dennis Chalmers, Province of BC  
Mr. Bill Shaw, Dept. of Fisheries and Oceans  
Andrew Day, West Coast Aquatic

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

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 a.m.

### 2. ADOPTION OF MINUTES

- a. Alberni-Clayoquot Regional Fisheries Resource Committee Meeting –  
May 23, 2012

*MOVED: Director Bennett*

*SECONDED: Director Cote*

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

**CARRIED**

### 3. REPORTS

- a. Ministry of Environment – British Columbia's Seafood Policy

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the British Columbia's Seafood Policy Discussion Paper be received.*

**CARRIED**

- b. Robert Gunn  
Somass Basin Water Management Plan & Study Update

R. Gunn updated the Committee on the Somass Basin Water Management Plan & Study. R. Gunn advised that the group has been working closely with the Barkley Wild Salmon Working Group and it is possible the two groups could join in the future. Ownership of the Great Central Lake dam is still a concern. The background to the concern is that climate change could result in more rain and less snow in future, with the result that Great Central and Sproat Lakes could get warmer earlier. The presence of the dam at Great Central and the weir at Sproat tend to result in these structures skimming off the surface water and sending that down the two rivers. This is of special concern for migrating sockeye, who require cold water to migrate up river. Over the last few years the region has experienced good snow packs and cool spring temperatures with the result that many sockeye have easily made the transit.

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the verbal report be received.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the Fisheries Resource Committee invite a Department of Fisheries and Oceans representative to the next Fisheries meeting to give an update on the Great Central Lake Dam issue and the water temperature issue for the migrating fish at the next Fisheries Resource Committee meeting.*

**CARRIED**

- c. Robert Gunn  
Nahmint Enhancement Team (NET) Team Charter

R. Gunn spoke regarding the importance of the Nahmint Chinook stocks and the support that the Committee has provided to the Nahmint Enhancement Team in their efforts to rebuild these stocks. This is the Fisheries Committee's main direct activity with the sports fishery and with the Ucluelet First Nation.

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT this verbal report be received.*

**CARRIED**

d. Tony Bennett  
West Coast Aquatic Update

T. Bennett advised that West Coast Aquatic continues to move forward on their plan and that the results of their efforts will be circulated for the approval and endorsement of the Regional District and other stake holders later this year.

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT this verbal report be received.*

**CARRIED**

e. Minutes from the Barkley Wild Salmon Working Group Meeting -  
April 27, 2012  
Minutes from the Barkley Wild Salmon Working Group Meeting - June 22,  
2012

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Minutes from the April 27, 2012 meeting and the June 22, 2012  
meeting of the Barkley Wild Salmon Working Group be received.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT the Fisheries Resource Committee bring forward the Barclay Wild Salmon  
Working Group's resolution on Salmon Enhancement/Habitat Restoration fees to  
Alberni-Clayoquot Regional District Board of Directors for submission to the  
UBCM Convention in September 2012.*

**CARRIED**

#### **4. OLD BUSINESS**

a. Draft Terms of Reference – Fisheries Resource Committee

MOVED: Director Bennett

SECONDED: Director Cote

*THAT the Fisheries Resource Committee receive the Draft Terms of Reference and forward to the Alberni-Clayoquot Regional District Board of Directors for approval with the noted changes and send a letter to Committee representatives clarifying their representative and request appointment of alternate ;*

- i Under Scope of Work item "c" add: social, culture and economic,*
- ii Under Scope of Work item "d" change sentence to read: The Committee will attempt to avoid taking sides on issues of allocation disputes between gear types but may recommend processes to resolve such issues.*

**CARRIED**

- b. Staff was requested to place the Province of BC's Seafood Policy document on the next Fisheries Resource Committee agenda.

#### **4. NEW BUSINESS**

- a. Priorities over the next year.

MOVED: Director Cote

SECONDED: Director Bennett

*THAT the Regional Fisheries Committee request Mr. Robert Gunn to set up a region wide Fisheries Resource Database that would include assets within the region , e.g. marinas, fish plants, fish farms, hatcheries numbers of commercial fishing licences and licence holders, vessels at each port, size of charter fleet, First Nations fishery, spin off industries etc., vessels that winter Regional District Ports but whose owners live outside the Region to be included in the datatbase.*

**CARRIED**

- b. Salmon Enhancement.

MOVED: Director Irving

SECONDED: Director Bennett

*THAT the Regional Fisheries Committee send a letter to the Minister of Fisheries and Oceans requesting further funding for Salmon Enhancement facilities with copies of this letter to be sent to the Provincial Minister in charge of Fisheries, the MP, the Department of Fisheries and Oceans Regional Director and Mr. Mel Shang.*

**CARRIED**

- c. Mr. Robert Gunn was requested to look into Community Allocation for the Committee.

**10. ADJOURN**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT this meeting be adjourned at 11:35 am.*

**CARRIED**

Next Fisheries Committee Meeting: Call of the Chair

Certified Correct:

---

Bill Irving,  
Chairperson





# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 11, 2012

Hitacu Community Hall (Common Area), 406 Hit-tat-soo Road, Hitacu, 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
- Jack McLeman, Councillor, City of Port Alberni
- Perry Schmunk, Mayor, District of Tofino
- Bill Irving, Mayor, District of Ucluelet
- Alan McCarthy, Member of Legislature, Yuułuꞑifꞑath Government

**STAFF PRESENT:**

- Russell Dyson, Chief Administrative Officer
- Andy Daniel, Manager of Environmental Services
- Teri Fong, Manager of Finance
- Wendy Thomson, Manager of Administrative Services
- Shelli Lyle, Secretary

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 1:40 pm.

The Chairperson thanked Director McCarthy and the Yuułuꞑifꞑath Government for hosting the ACRD Board meeting in their community this afternoon.

**2. APPROVAL OF AGENDA**

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

*THAT the agenda be approved as circulated with the addition of the following late items: Huu-ay-aht Fire Protection Services Agreement extension and meeting with the Premier.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Alberni Valley Committee Meeting – June 12, 2012**

*MOVED: Director Solda  
SECONDED: Director Kokura*

*THAT the minutes of the Alberni Valley Committee meeting held on June 12, 2012 be adopted.*

**CARRIED**

**b. Beaver Creek Water Advisory Committee Meeting – June 18, 2012**

*MOVED: Director McNabb  
SECONDED: Director Geall*

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on June 18, 2012 be adopted.*

**CARRIED**

**c. Board of Directors Meeting – June 27, 2012**

*MOVED: Director Bennett  
SECONDED: Director Kokura*

*THAT the minutes of the Board of Directors meeting held on June 27, 2012 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

**a. Tofino-Long Beach Chamber of Commerce, June 30, 2012, regarding invitation to attend upcoming Tofino-Tla-o-qui-aht Higher Learning Initiative Regional Strategy Session**

*MOVED: Director  
SECONDED: Director Kokura*

*THAT the Board of Directors authorize Director Bennett to attend the Tofino-Tla-o-qui-aht Higher Learning Initiative Regional Strategy Session on September 20, 2012.*

**CARRIED**

- b. **Huu-ay-aht First Nation Government, July 10, 2012, regarding a two month extension for fire protection services.**

*MOVED: Director Solda*  
*SECONDED: Director Bennett*

*THAT the Board of Directors authorize a two month extension of the Fire Protection Services Agreement between the Bamfield Volunteer Fire Department and the Huu-ay-aht First Nations.*

**CARRIED**

- c. **Connector Road Meeting July 17 in Victoria with Premier Christy Clark and Mayor of Port Alberni**

*MOVED: Director Bennett*  
*SECONDED: Director Solda*

*THAT the Board of Directors authorize Chairman Wong to attend the connector road meeting with Premier Christy Clark and Mayor John Douglas on July 17, 2012 in Victoria.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. Ministry of Health, regarding Creating an Age-friendly Business in BC
- b. AVICC June 2012 Update to Members regarding Deadline Extended to September 30, 2012 Future Years AVICC AGM & Convention Dates and Request for Expressions of Interest to Host and Minutes of the 63<sup>rd</sup> Annual Convention
- c. Ministry of Forests, Lands and Natural Resource Operations regarding Catalyst Paper Corporation
- d. Catalyst Paper Corporation regarding Sustainability Report
- e. Minister of State for Multiculturalism regarding 2012 Provincial Nesika Awards
- f. Village of Gold River and City of Burnaby regarding Protection of Fish Habitat in Waterways
- g. The Corporation of the city of North Vancouver regarding Shark Fin Harvesting
- h. Strawberry Isle Marine Research Society regarding June 2012 report.
- i. Barkley Wild Salmon Working Group regarding minutes from June 22, 2012 meeting
- j. Island Coast Economic Trust regarding Stage 1 Application Status – Alberni Inlet Trail China Creek Bridge Construction

*MOVED: Director Bennett*  
*SECONDED: Director Solda*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding Trails Grant for Bamfield**

*MOVED: Director Geall*  
*SECONDED: Director Bennett*

*THAT the Board instructs staff to investigate grant opportunities for trail construction in Bamfield and explore a partnership opportunity with the Huu-ay-aht First Nations.*

**CARRIED**

**b. Request for Decision regarding Finance Warrant No. 518**

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

*THAT the Board of Directors approves Finance Warrant Number 518 in the amount of \$763,403.48 dated June 30, 2012.*

**CARRIED**

**c. Administrative memo regarding Bill 8 – Service Reviews**

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

*THAT the Board of Directors receive this memo.*

**CARRIED**

**d. Administrative Memo regarding 2012 Auditors**

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the Board of Directors receive this memo.*

**CARRIED**

e. **Administrative Memo regarding Strategic Community Investment Funds Report**

MOVED: Director Solda  
SECONDED: Director Kokura

*THAT the Board of Directors receive this memo.*

**CARRIED**

f. **Request for Decision regarding Bamfield Waterworks Contractor's Agreement**

MOVED: Director Geall  
SECONDED: Director Cote

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a contract with Mr. Les Butler to carry out the duties on the Bamfield Water System as an Independent Waterworks Contractor at a rate of \$2,500 plus HST per month for a period of three (3) years ending April 1, 2015.*

**CARRIED**

g. **Request for Decision regarding Apportionment of Maa-nulth Treaty Mandatory Services**

MOVED: Director Bennett  
SECONDED: Director Cote

*THAT the Board of Directors of the Alberni-Clayoquot Regional District (ACRD)*

- i Receive the Chief Administrative Officer's report and EcoPlan project briefing report requesting Huu-ay-aht First Nation (HFN) and Yuu?if?ath Government (YG) apportionment of costs for General Government Services and the Regional Hospital District services be determined.*
- ii. Refer the recommendation to accept net taxable values as the apportionment method for both services to HFN and YG for consideration before making a determination at the July 25<sup>th</sup> regular Board meeting.*

**CARRIED**

9. **REPORTS**

9.1 **STAFF REPORTS**

a. **Staff Action Items Report – July 4, 2012**

MOVED: Director Geall  
SECONDED: Director McNabb

*THAT the Board of Directors receives the Staff Action Items Report for July 4, 2012.*

**CARRIED**

## **9.2 COMMITTEE REPORTS**

### **a. West Coast Committee – July 9, 2012 – B. Irving -Verbal**

Director Irving provided a brief update on the West Coast Committee meeting held on July 9<sup>th</sup> at the Long Beach Golf Club. The paving project at the Long Beach Airport is half way through. A new tractor has been purchased for the Airport. Staff will investigate the possibility of renting out the tractor to communities on the West Coast. Mark Fortune is now functioning as the Long Beach Airport Supervisor.

### **b. West Coast Multiplex Committee – July 9, 2012 – B. Irving –Verbal**

Director Irving reported on the first meeting of the West Coast Multiplex Committee. There was discussion regarding conducting a referendum this fall. Staff presented a proposed schedule for a referendum in mid November 2012.

*MOVED: Director Irving*

*SECONDED: Director McLeman*

*THAT the Board of Directors receive these verbal reports.*

**CARRIED**

## **9.3 OTHER REPORTS**

### **a. RCMP**

Director Solda reported on the RCMP Contract Management Committee meeting held recently in Vancouver. There will be an update on changes to the RCMP Contract at the UBCM Convention.

### **b. BC Hydro**

Director Geall reported on his attendance at BC Hydro's Integrated Resource Planning meeting in Campbell River on June 19<sup>th</sup>. The capacity outlook indicates that customers will need an additional 2,400 megawatts of peak capacity by 2031. The Plan describes the actions that BC Hydro proposes to take over the next 10 years to ensure British Columbians continue to receive low-cost, reliable electricity over the long term. This plan recommends a set of actions to close the gap which involves conserving more, building and reinvesting more and buying more.

**c. Industrial Taxation**

Director McLeeman reported on his participation in a webinar on Industrial Taxation.

**d. Minister of International Trade and Minister for the Asia-Pacific Gateway - The Honourable Edward Fast**

Chairperson Wong reported on a meeting with Minister Fast, Minister of International Trade. Discussions were held regarding concrete ways to deepen Canada's trade and investment ties in the Asia-Pacific region.

*MOVED: Director Solda*

*SECONDED: Director Jack*

*THAT the Board of Directors receive these verbal reports.*

**CARRIED**

**10. UNFINISHED BUSINESS**

**11. LATE BUSINESS**

Director Kokura reported he will be on a leave of absence for medical reasons for a couple of months. Alternate Director Wayne Crowley will sit in for him during this time frame.

**12. QUESTION PERIOD**

**13. IN-CAMERA**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

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

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

**CARRIED**

The meeting was closed to the public at 2:28 pm.

The meeting was re-opened to the public at 3:43 pm.

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

**15. ADJOURN**

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

*THAT this meeting be adjourned at 3:44 pm.*

***CARRIED***

Certified Correct:

---

Glenn Wong,  
Chairperson

---

Russell Dyson,  
Chief Administrative Officer



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

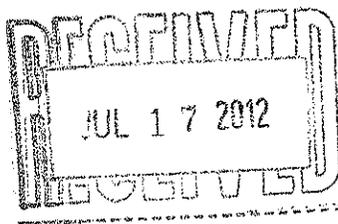
Security Classification/Designation  
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

OIC Port Alberni RCMP  
4444 Morton Street  
Port Alberni, BC  
V9Y 4M8



2012-6153

Date

July 11, 2012

To whom it may concern;

In July of this year, some concerned residents on Holly Avenue approached Cst DUPUIS to say that there are concerns about the stop sign at Darnley Road and Holly Ave. The two roads converge and then turn into Spruce Street. Currently, there is a stop sign on the Darnley Road so that vehicles on the converging roads do not collide.

The residents on Holly Ave complain that the vehicles on Darnley Rd are not obeying the stop sign and are either yielding or not slowing down at all. This in turn causes fear of accidents between vehicles, or by a vehicle hitting children on their bikes.

Cst DUPUIS conducted traffic enforcement on the morning of July 11th, 2012. Over 75% of the vehicles traveling on Darnley Rd either rolled the stop sign, or failed to slow whatsoever. All the people Cst DUPUIS conducted traffic stops with were residents of the area.

The common complaint by the Darnley residents were that the sign was too hard to obey due to the vegetation along side the road and the angle which they have to look on Holly Ave.

During the enforcement on July 11<sup>th</sup>, Cst DUPUIS spoke with several Holly Ave residents who approached the police car. The common consensus of these residents indicated that they would be happy with the sign being on their road as the traffic flow is much smaller as the current system is not working.

With accident prevention in mind, Cst DUPUIS is requesting that the proper department or authority be contacted to assess the stop sign to see what, if any measures can be made to help increase safety at this intersection.

A/OIC  
Sgt Dave PADDOCK  
Port Alberni RCMP

Canada





Dear Mayors and Regional District Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Victoria, September 24 to September 28, 2012. I look forward to meeting with many of you at the Convention.

You will have recently received a letter from Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency and commission staff.

If you would like to meet with me at the Convention, please complete the 2012 UBCM Convention Meeting Request Form by accessing the CSCD Minister's Meeting tab and submitting to the Ministry of Community, Sport and Cultural Development contact identified prior to **August 17, 2012**. Meeting arrangements will be confirmed, or you will be advised of alternate arrangements, in late August or early September. I will do my best to accommodate as many meeting requests as possible.

Ministry staff will be sending you, via email, the provincial appointment book listing all government, agency and commission staff available to meet with delegates at the Convention, as well as providing you with details regarding the online process for requesting a meeting. A number of improvements have been made to the 2012 UBCM Convention Meeting Request Form, one of which is to reduce the need for users to access multiple meeting links.

I look forward to another productive Convention and to working with you in the year ahead.

Sincerely,

Ida Chong, FCGA  
Minister

pc: Honourable Christy Clark, Premier  
Mr. Heath Slee, President, Union of British Columbia Municipalities

---

Ministry of Community, Sport  
and Cultural Development

Office of the Minister

Mailing Address:  
PO Box 9056 Stn Prov Govt  
Victoria BC V8W 9E2

Phone: 250 387-2283  
Fax: 250 387-4312

Location:  
Room 323  
Parliament Buildings  
Victoria BC V8V 1X4

[www.gov.bc.ca/cscd](http://www.gov.bc.ca/cscd)



July 18, 2012

UBCM Members attending the 2012 UBCM Convention  
(sent via email only)

**Re: 2012 UBCM Convention – “In Conversation”  
Victoria, September 24 – 28**

Further to Minister Chong’s June 28, 2012 letter regarding the 2012 UBCM Convention, I am pleased to attach the 2012 Provincial Appointment Book for your use in requesting meetings with all ministry, agencies, commissions and corporations (MACs) available to meet with delegates at the Convention.

If you wish to meet with MAC staff you must complete the form located in the link provided: [MAC Staff Meetings](#).

The deadline for submitting meeting requests is **Friday, September 7, 2012**. Meeting confirmation details will be sent to the contact you identify on your meeting request form. After September 7, requests for appointments can be made at the Provincial Appointments Desk, which will be at the following locations during Convention:

**Monday, September 24**

Victoria Conference Centre – Level 1 Lobby  
8:30am – 4:00pm

**Tuesday, September 25 – Thursday, September 27**

Fairmont Empress Hotel – Lower Level, Entrance foyer to Ivy Ballroom (also known as Kipling’s)  
8:30am – 4:00pm

Information on the process for requesting meetings with the Premier, Cabinet Ministers, and Honourable Ida Chong, Minister of Community, Sport and Cultural Development can be found on page 2 of the Provincial Appointment Book.

If you have any questions, please contact the following UBCM Coordinators:

Danielle Woodcock: 250 387-4013  
Doreen Brydges: 250 387-4022

*Original signed by:*

Birgit Schmidt, Manager  
Client Services  
Local Government Division

Attachment





# **PROVINCIAL APPOINTMENT BOOK**

for scheduling meetings with staff from the

**Provincial Government Ministries, Agencies, Commissions and Corporations**

at the

**2012 UBCM CONVENTION**

Victoria, BC – September 24 - 28

Victoria Conference Centre

---

**2012 UBCM CONVENTION  
Victoria, BC – September 24 – 28  
Victoria Conference Centre**

**TO BOOK MEETINGS ONLINE:**

**Honourable Christy Clark, Premier and Cabinet Ministers  
(Except Minister of Community, Sport and Cultural Development)**

To request meetings, please visit the following online meeting request site: [www.corporate.gov.bc.ca/UBCM](http://www.corporate.gov.bc.ca/UBCM).

The invitation code is: **MeetingRequest2012**

**Deadline: Friday, August 17, 2012**

**Questions?** Contact Katherine Bergen at 604 775-1600.

Once your meetings are scheduled, you will receive confirmation via e-mail.

---

**Minister of Community, Sport and Cultural Development**

To request a meeting, please visit the following online meeting request site: [CSCD Minister's Meeting](#).

**Deadline: Friday, August 17, 2012**

**Questions?** Contact Danielle Woodcock at 250 387-4013, or via e-mail at: [Danielle.Woodcock@gov.bc.ca](mailto:Danielle.Woodcock@gov.bc.ca).

Once your meeting is scheduled, you will receive confirmation via e-mail.

## Provincial Government Ministries, Agencies, Commissions and Corporations Staff

This document contains a listing of all Provincial Government Ministries, Agencies, Commissions and Corporations and their topics. Once your meetings are scheduled and the staff person who you will be meeting with is confirmed, you will receive confirmation of your meeting via e-mail. Meetings will be held from Tuesday, September 25 to Thursday, September 27.

### ONLINE

To request a meeting, please visit the following online meeting request site: [MAC Staff Meetings](#).

**Deadline: Friday, September 7, 2012**

**Questions?** Contact Danielle Woodcock at 250 387-4013, or via e-mail at: [Danielle.Woodcock@gov.bc.ca](mailto:Danielle.Woodcock@gov.bc.ca).

### ONSITE

If you would like to meet with provincial staff during the UBCM Convention, please see staff at the Provincial Appointments Desk in the locations listed below to make an appointment:

#### Monday, September 24

Victoria Conference Centre – Level 1 Lobby  
8:30am – 4:00pm

#### Tuesday, September 25 – Thursday, September 27

Fairmont Empress Hotel – Lower Level, Entrance foyer to Ivy Ballroom (also known as Kipling's)  
8:30am – 4:00pm

# Ministry of Community, Sport and Cultural Development

DIVISION/BRANCH	TOPIC
<b>Local Government Division</b>	
<b>Governance and Structure Branch</b>	
<b>Structure</b>	Incorporation, restructure, boundary extensions and local governance/services.
<b>Advisory Services</b>	Local Government administration, elections, and legislative requirements/powers.
<b>Community Relations</b>	Local Government First Nations Relations issues, Free Crown Grant/Nominal Rent Tenure Sponsorships, Resort Municipality Financing Program.
<b>Regional Initiatives</b>	Regional Initiatives.

<b>Local Government Infrastructure and Finance Branch</b>	
<b>Local Government Finance</b>	Local Government finance, including development cost charges, financial plans, taxation issues and cost recovery options.
<b>Infrastructure and Engineering</b>	Sewer and water capital grants, infrastructure planning grants and infrastructure programs.

<b>Intergovernmental Relations and Planning Branch</b>	Sustainable communities, climate action initiatives, regional growth planning and development, land use planning, alternative dispute resolution services.
--------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Property Assessment Services</b>	Development Lands (Brighthouse/Richmond), Supportive Housing, Transition from Bill 45 to the 2010 Roll, Farm Assessment Review Panel.
-------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------

<b>Integrated Policy, Legislation and Operations Division</b>	General policy and legislation including Auditor General for Local Government, Provincial Athletic Commissioner and Resort Development.
---------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------

<b>Arts, Culture, Gaming Grants and Sport Division</b>	
<b>BC Arts Council</b>	Programs of the BC Arts Council; Arts and cultural development in community.
<b>BC Film Commission</b>	Motion Picture Production/Regional Film Commission Funding.
<b>Cultural Services</b>	Community Cultural Tourism; Cultural Infrastructure; access to operating funding for creative industries: film, television, digital media tax credits.
<b>Community Gaming Grants</b>	Eligibility criteria and application process.
<b>Sport Branch</b>	Programs to support sport participation, encourage sport excellence and attract and host significant sport events throughout the province.

# MINISTRIES

## Ministry of Aboriginal Relations and Reconciliation

DIVISION/BRANCH	TOPIC
Aboriginal Relations and Reconciliation	New Relationship, treaty negotiations, reconciliation issues, Aboriginal relations, closing the socio-economic gap.

## Ministry of Advanced Education

DIVISION/BRANCH	TOPIC
Deputy Minister's Office	Advanced Education issues, including post-secondary education review, Aboriginal education and capital planning.

## Ministry of Agriculture

DIVISION/BRANCH	TOPIC
Food Protection Branch	Agri-food safety, licensing of seafood commerce and safety, and traceability.
Sustainable Agriculture Management Branch	Support and deliver agricultural programs and activities that promote environmental health, agriculture industry prosperity and societal acceptance of farming.
Business Risk Management Branch	The Branch delivers three programs to help farmers manage financial risk: Production Insurance - which offers insurance protection for agricultural crops against weather perils; Agri-Stability - which protects farm enterprises from the financial impacts of significant margin declines which can be caused by increasing input costs or reduced agricultural revenues; and Wildlife Damage Compensation - which compensates farmers for losses due to wildlife.
Aquaculture and Commercial Fisheries	Finfish and shellfish aquaculture, environmental and siting issues, research on aquaculture, new species, commercial fisheries.

## Ministry of Children and Family Development

DIVISION/BRANCH	TOPIC
	NOT ATTENDING CONVENTION

## Ministry of Education

DIVISION/BRANCH	TOPIC
Libraries and Literacy Branch	Public library services.
Resource Management Division	School capital and school funding.

## Ministry of Energy and Mines (responsible for Housing)

DIVISION/BRANCH	TOPIC
Mines and Mineral Resources Division	Issues pertaining to provincial mines and mineral resources including aggregate (sand and gravel) policy.
Electricity and Alternative Energy Division	Issues pertaining to electricity and alternative energy including hydroelectric generation, the <i>Clean Energy Act</i> and energy efficiency programs.
Oil and Gas Division	Issues related to royalty and regulatory policy for British Columbia's petroleum and natural gas industry, including royalty programs, public geo-science and policies to address potential future resource opportunities, such as unconventional petroleum and natural gas.
Titles and Corporate Relations Division	Issues relating to corporate policy and legislation, the disposition process for provincial oil and gas, underground storage, geothermal resource rights, and the administration of the resulting tenures.
Office of Housing and Construction Standards	Issues related to housing policy development, including market and non-market housing; housing policy related to strata properties; governance of the building and safety regulatory system, including development of building, fire and safety codes and standards, and policy advice relating to building and safety; the regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; and, adjudication of landlord and tenant disputes.
Liquor Control and Licensing Branch	Regulates and monitors the liquor industry in BC by issuing licences for the manufacture and sale of liquor and supervising the service of liquor in licensed establishments.
Gaming Policy and Enforcement Branch	Gaming regulation, compliance and enforcement, responsible/problem gambling programs, gaming grants.

## Ministry of Environment

DIVISION/BRANCH	TOPIC
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , product stewardship, incineration and landfilling, municipal liquid and solid waste, permitting and compliance reporting for industrial operations' emissions, Japan Tsunami Debris.
Environmental Sustainability and Strategic Policy	Species at Risk policy development, species, habitat and ecosystems conservation and sustainability, terrestrial and aquatic conservation science, wildlife inventory and monitoring, ecosystem stewardship outreach, biodiversity, conservation data centre, ecosystem information, climate change adaptation strategies. Living Water Smart, <i>Water Act</i> Modernization, water conservation, source water protection, water quality, groundwater hydrology, groundwater protection, monitoring and network management for water (surface and groundwater) quantity and quality, air quality, climate, water stewardship outreach, environmental and natural resource sector laboratory and knowledge (library) services. Overarching policy and legislation, compliance planning, intergovernmental relations, State of Environment Reporting and Service Plan.
Parks Protection and Conservation Services	Responsible for all matters (policy, planning and management) pertaining to lands in the provinces protected areas system - including parks, ecological reserves, wildlife managements areas, conservation lands, <i>Land Act</i> reserves, conservation covenants and <i>Environmental and Lands Use Act</i> designated lands. Conservation Officer Service, human-wildlife interactions, compliance policy, compliance activities.
Climate Action Secretariat	Climate change and climate action (mitigation and adaptation), green communities and the climate action charter, carbon neutral government, climate change policy and legislation, climate action charter, community energy emissions inventory (CEEI), community emissions reporting and modelling (CEEM) and Clean Energy Vehicles, Forest sequestration (offsets).
Environmental Assessment Office	Environmental assessment process.

## Ministry of Finance

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Tax policy.

## Ministry of Forests, Lands and Natural Resource Operations

DIVISION/BRANCH	TOPIC
Integrated Resource Operations	Compliance and enforcement, Wildfire management, recreation sites and Trails, GeoBC, base mapping and Cadastre, Resort development, Archaeology, Heritage.
Resource Stewardship	Resource practices, land based investment planning, sustainable forest management, tree improvement, forest analysis, forest inventory, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, Dam safety, flood safety, water use planning, Utility regulation, water stewardship.
Timber Operations, Pricing and First Nations	BC timber sales, timber pricing, engineering, resource roads, resource worker safety, First Nation Relations.
Tenures, Competitiveness and Innovation	Forest tenures, community forests, woodlots, tree farm licences, volume-based licences, science and carbon accounting, land tenures, private land policy, tourism policy, Crown Land opportunities and restoration.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown Land tenuring, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations Consultation, ecosystem based management, range.

## Ministry of Health

DIVISION/BRANCH	TOPIC
Health Services and Health Authorities	Health services delivery.
Mental Health and Addictions	Mental health and addictions services.

## Ministry of Jobs, Tourism and Innovation (responsible for Multiculturalism)

DIVISION/BRANCH	TOPIC
Major Investments Office	Support for significant major projects.
Competitiveness and Innovation	Business competitiveness and innovation.
Tourism	Tourism programs / marketing.
Labour Market and Immigration	Immigrant integration programs, multiculturalism, labour market programs.
International Trade and Investment Attraction	International trade and marketing programs, investment attraction programs.
Economic Development	Economic development, mountain Pine Beetle epidemic response.

## Ministry of Justice

DIVISION/BRANCH	TOPIC
Policing and Security Programs Branch	Policing.
Emergency Management BC Branch	Emergency planning, response and recovery, fire prevention, life safety and property protection.
Community Safety and Crime Prevention Branch	Victims services, crime prevention and civil forfeiture.
Corrections Branch	Corrections issues.
Office of the Superintendent of Motor Vehicles	Road safety.
Court Services Branch	Court issues.
Justice Services Branch	Justice policy and Legal Aid.

## Ministry of Labour, Citizens' Services and Open Government

DIVISION/BRANCH	TOPIC
Citizens' Services	Connecting people, connecting the province: broadband internet; Service BC. Government's online presence including opportunities for electronic transactions and open data.
Labour	Employment Standards, Labour Relations Board, Workers' Compensation.

## Ministry of Social Development

DIVISION/BRANCH	TOPIC
Policy and Research Division	Income Assistance Policy, Employment Opportunities for Persons with Disabilities / Minister's Council.
Employment and Labour Market Services Division	Employment Programs

## Ministry of Transportation and Infrastructure

DIVISION/BRANCH	TOPIC
Various Divisions	Transportation issues.

If you have any questions regarding your Ministry of Transportation meeting request(s) please contact **Gloria Valle** directly at 250 387-7589, or via e-mail at [Gloria.Valle@gov.bc.ca](mailto:Gloria.Valle@gov.bc.ca), or via fax at 250 356-8767.

# AGENCIES, COMMISSIONS AND CORPORATIONS

ORGANIZATION	TOPIC
<b>Agricultural Land Commission</b>	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair in attendance.
<b>BC Hydro</b>	BC Hydro's goal is to provide reliable power at a low cost, for generations. BC Hydro staff look forward to discussing any of your questions relating to generation, distribution, transmission, storm preparation, customer service, community relations, clean energy technologies, the environment, and others.
<b>BC Transit</b>	Transit matters in BC communities outside Metro Vancouver.
<b>Environmental Assessment Office</b>	Environmental assessment process.
<b>Insurance Corporation of British Columbia (ICBC)</b>	ICBC's Vision is to be BC's preferred auto insurer, providing protection and peace of mind. We provide universal compulsory auto insurance (Basic insurance) to drivers in British Columbia (BC), with rates regulated by the British Columbia Utilities Commission (BCUC), and also sell Optional auto insurance in a competitive marketplace. Our insurance products are available across BC through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
<b>Royal Canadian Mounted Police</b>	Various police issues.



## Wendy Thomson

---

**From:** Charlene P [charpca@yahoo.ca]  
**Sent:** Friday, July 13, 2012 2:33 PM  
**To:** Wendy Thomson  
**Cc:** Russell Dyson; phil@patransit.pwt.ca  
**Subject:** Aug 4th Port Alberni Transit - handyDART

**Importance:** High

Good afternoon Wendy,

Further to our conversation, could we create a "special" and extend handyDART service to include Saturday August 4<sup>th</sup>, the main Centennial Homecoming day ?

Earlier this week I met with Phil Atkinson, Manager of the Port Alberni Transit, regarding a detour for the buses on August 4<sup>th</sup> since Argyle from 5<sup>th</sup> to 4<sup>th</sup> will be closed for the City Block Party. We also confirmed with the Centennial Committee that they will not be providing a shuttle between the main Homecoming events on Argyle & HarbourQuay and at Bob Daily Stadium that day.

My vision is to make the August 4<sup>th</sup> Homecoming an opportunity to recognize our 40+ years of Port Alberni Transit, complete with a table in the City Hall lobby during the 9-12 open house, with maps and photos outlining the plans for the new exchange.

This combined with a fare discount (eg. loonie ride or free return transfer), would promote ridership and encourage people to leave their cars at home or at least to leave their cars parked on the Southside and ride the bus to and from Bob Dailey in a family green way.

Finally, since handyDART does not usually run on Saturdays, we need to ask that the Monday through Friday service be extended to Saturday.

From what I understand, if City and the Regional District (for handyDART), endorse the fare discount, then Phil would be able to carry it forward to Victoria for increased service approval. I realize time is short so if we could have an idea if this makes sense in principal we will make sure we are ready to put it into action once the final approvals are received.

Thank you in advance,  
Charlene.  
dba Char's Landing

<http://www.transitbc.com/regions/pta/>

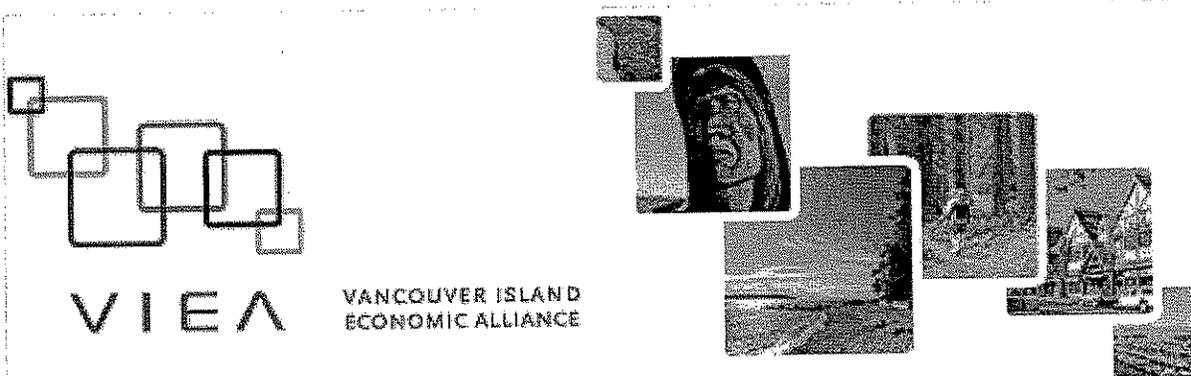
Charlene Patterson  
Email: [charpca@yahoo.ca](mailto:charpca@yahoo.ca) Cell: (250) 730-1636

Char's Landing  
4815 Argyle Street, Port Alberni V9Y 1V9  
Right in the heart of the Rotary Arts District (R.A.D.)  
Email: [info@charslanding.com](mailto:info@charslanding.com) Tel: (778) 421-2427  
[www.facebook.com/charpca](http://www.facebook.com/charpca) or [www.charslanding.com](http://www.charslanding.com)  
Reverbnation venue # 984410  
SOCAN venue # 159287 Dances & Concerts  
SOCAN venue # 92055711 Fitness & Dance classes



Register before July 31 for a 10% discount for 6th annual Economic Summit & Mark Carney, Governor of the Bank of Canada.

Is this email not displaying correctly?  
[View it in your browser.](#)



Register on-line at [www.viea.ca](http://www.viea.ca) before August 1st (only two weeks left) to receive a 10% discount on your registration for the October 'State of the Island Economic Summit' and the Opening Address of Mark Carney, Governor of the Bank of Canada. Click on [link 1](#) and [link 2](#) to see the bookmarker with the program outline.

Please contact us at [summit@viea.ca](mailto:summit@viea.ca) with any questions you may have. See you at the Summit!

[follow on Twitter](#) | [friend on Facebook](#) | [forward to a friend](#)

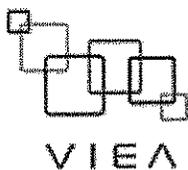
*Copyright © 2012 Vancouver Island Economic Alliance, All rights reserved.*

You are receiving this email because you have attended VIEA events, asked to receive information, you are a VIEA member, or have been referred by a colleague as someone interested in the vitality of the Vancouver Island economy.

**Our mailing address is:**  
Vancouver Island Economic Alliance  
P.O. Box 76, Station A  
Nanaimo, BcV9R 5K4  
Canada

[Add us to your address book](#)

[unsubscribe from this list](#) | [update subscription preferences](#)



Signup For Our Newsletter

Email Address

Search  

[Home](#) . [Contact](#) . [Secure Log In](#) . [News](#)

- [ABOUT VIEA](#)
- [TOOLS & RESOURCES](#)
- [ECONOMIC PROFILE](#)
- [ECONOMIC SECTORS](#)
- [SUMMIT CONFERENCE](#)
- [LINKING BUSINESSES](#)



### Registration: The 2012 State of the Island Economic Summit

What is the Summit?

Don't miss out - reserve your ticket now. You won't want to miss Mark Carney, Governor, Bank of Canada, who will give the Opening Luncheon Address on October 15th.

Conference Schedule

Planning for the rest of the 2012 State of the Island Economic Summit is near completion and can be viewed on the [Conference Schedule](#) page. Watch for updates.

Our Sponsors

Summit Insider

**The Summit will be October 15, 10:30am til October 16, 4:30pm at the Vancouver Island Conference Centre in downtown Nanaimo, BC.**

Registration

Click [here](#) to register

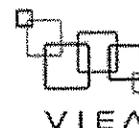
-  [Home](#)
- [About VIEA](#)
- [Economic Sectors](#)
- [Privacy Policy](#)
- [Contact](#)
- [Tools & Resources](#)
- [Summit Conference](#)
- [Site Map](#)
- [Secure Log In](#)
- [Economic Profile](#)
- [Linking Island Businesses](#)

Moving to The Island Sponsored in Whole or in Part By



Photos courtesy of the Vancouver Island North Film Commission  
Copyright © Vancouver Island Economic Alliance. All Rights Reserved.

VIEA's website is in part funded by  **coastcapital** SAVINGS





**CITY OF LANGLEY**  
*"The Place to Be!"*

**CERTIFIED RESOLUTION**

The City of Langley Council adopted the following resolution at their July 9, 2012 Regular Council Meeting:

**Medical Emergency Service Alarm (MESA) Calls Cost Recovery**

*"THAT City Council endorse and forward the following resolution to the UBCM for their consideration at the 2012 Annual Convention:*

*WHEREAS the number of First Responder or Medical Emergency Service Alarm (MESA) calls that the City of Langley respond to represents 75 percent of all calls received by the Langley City Fire Rescue Service (LCFRS);*

*WHEREAS the City of Langley and other local governments incur significant direct costs as a result of responding to MESA calls to compliment the services provided by BC Ambulance Service (BCAS);*

*AND WHEREAS the intermediate patient care provided by first responders can greatly enhance patient outcomes and significantly reduce short term and long term costs to the overall health care system and the City of Langley acknowledges the community will benefit from the LCFRS supporting BCAS to provide first responder services to the patient while the ambulance is on route;*

*THEREFORE BE IT RESOLVED that the Province of BC work with UBCM to develop a fair and equitable cost recovery model to compensate local governments for responding to MESA calls."*

*CMushata*

---

Carolyn Mushata  
Corporate Officer  
City of Langley



File: 1.1.2.0



**KITIMAT**

DISTRICT OF KITIMAT  
270 City Centre  
Kitimat, British Columbia  
Canada V8C 2H7

Phone (250) 632-8900  
Fax (250) 632-4995

July 6, 2012

The Honourable Christy Clark  
Premier of British Columbia  
PO Box 9041, Stn. Prov. Govt.  
Victoria, B.C.  
V8V 1X4

Dear Premier Clark:

**Re: Persons with Disabilities Benefit**

At the Regular Meeting of Council held July 3, 2012, Kitimat Municipal Council determined to support the efforts of the Disability without Poverty Network in requesting the Province increase the Persons with Disabilities benefit.

The District of Kitimat supports an increase to the Persons with Disabilities rate to a minimum of \$1200/month to better reflect the cost of living in B.C. and to bring the rates in line with the standard for low income seniors that was established by the Federal Old Age Security/Guaranteed Income Supplement Program.

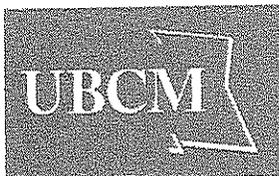
On behalf of Kitimat Council, I ask that your government review disability benefit rates as it is difficult enough living with a disability without the added struggle of insufficient funding for basic living essentials. Your attention and favourable response to this matter would be greatly appreciated.

Yours truly,

Joanne Monaghan  
Mayor

cc: B.C. Coalition of People with Disabilities  
UBCM Municipalities  
Mayor and Council





## MEMBER RELEASE

June 10, 2012

**TO:** Mayor & Council; Chair & Board; Senior Staff  
**FROM:** Union of BC Municipalities Secretariat  
**RE:** **Major Industrial Property Taxation Study Released**

---

A study assessing the impact of property taxation on business decision making related to major industrial facilities is now available on UBCM.ca <http://tinyurl.com/7zz92ml>

The study (*Major Industrial Property Taxation Impacts*) has been undertaken for the Union of BC Municipalities and Ministry of Community, Sport and Cultural Development. Philip Davies of Davies Transportation Consulting Inc. led the consulting team in cooperation with Darryl Anderson of Wave Point Consulting Ltd. and David Lane of Lane Property Advisors Inc.

Earlier today, UBCM provided an online webinar to review the findings of the study in advance of its release. You can access an audio file of the presentation and the supporting slides by following the sign-in prompts on this webpage: <http://cc.readytalk.com/play?id=aex632>

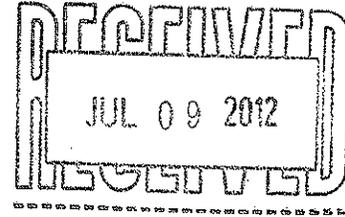
The study released today will be followed in a couple of weeks by the final report of the Major Industrial Property Taxation Steering Committee. The purpose of the Steering Committee, which was announced by the Province of BC in 2010, is to make recommendations to the Provincial Government and the UBCM Membership to improve the system of municipal taxation of major industrial properties in a manner that balances the need for a competitive investment climate, taxation that is responsive to changing economic circumstances, and the revenue needs of local governments. The Steering Committee was composed of representatives from the Province of BC, UBCM and the business community.





**B.C. Government and Service Employees' Union**  
A component of NUPGE (CLC)

July 5, 2012



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

Dear Chair and Regional Director Wong

I am writing to you regarding the provincial government's plans to privatize the BC Liquor Distribution Branch (LDB) warehouse and distribution system, and to ask you to oppose this move by adopting the enclosed motion.

On February 21, 2012, the government announced its intentions to privatize the province's public liquor distribution system and sell-off its warehouses. This decision was made without any consultation with workers, bar/restaurant owners and other licensees, communities or the public.

As president of the union representing the thousands of women and men who work for the LDB, I am very concerned about the impact this will have on these workers and their families. But I'm also concerned about the impact these changes and the loss of government revenues will have on communities throughout the province.

Our current liquor distribution system serves us well. In the last five years, the LDB we all own contributed a net income of \$4.3 billion to help pay for public services such as health, education and highways.

Rather than handing over liquor distribution to a for-profit private company, the government should consider modernizing government liquor stores through Sunday openings and extended hours to generate more revenues for public services.

The LDB is a success story. It is efficient, profitable and socially responsible. Our current mix of rural agency stores, privately-operated neighbourhood stores and government liquor stores, all supported by central distribution, is working well for consumers. The LDB system should not be fractured. The central distribution system and the stores must stay together in one system—it's what makes it work.

I would very much appreciate hearing your views on these issues. I am also asking local governments to consider adopting a motion, along the lines of the one enclosed with this letter, and hope that you will consider supporting it.

If you have any questions, or would like further information, I would be pleased to arrange for a BCGEU member from your area to attend a meeting of council.

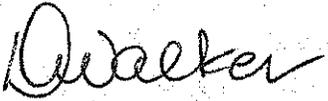
Turn Over

Page 2

My mailing address is 4911 Canada Way, Burnaby, V5G 3W3, or you can reach me by e-mail at [president@bcgeu.ca](mailto:president@bcgeu.ca).

I look forward to hearing from you.

Sincerely

A handwritten signature in black ink that reads "Walker". The signature is written in a cursive style with a large initial 'W'.

Darryl Walker  
President

Enclosure

PS Additional information about the impact of privatizing the LDB is also available at our website, [www.bcgeu.ca](http://www.bcgeu.ca), or [www.DontDropPublicLiquor.ca](http://www.DontDropPublicLiquor.ca)

DW/scm  
cope 378

## **The BC Liquor Distribution Branch serves us well. It should not be sold to the private sector.**

In a surprise announcement in February 2012, the provincial government announced its plans to privatize the province's Liquor Distribution Branch (LDB) distribution system and sell-off its warehouses. The LDB stores are certain to be sold next.

**The provincial government has presented no business case for the decision. No public consultation was held or will be held.**

Our current liquor distribution system serves BC well. **In the last five years, the liquor distribution and retail system contributed a net income of \$4.3 billion to help pay for public services such as health, education and highways.**

Our current mix of rural agency stores, privately operated neighbourhood stores and government liquor stores with consistent province-wide pricing, all supported by central distribution, works well for consumers.

**The LDB system should not be fractured.** The central distribution system and the stores must stay together in one system—it's what makes it work. The system should not be 'fixed' without input from the people and communities affected.

Liquor privatizations in other jurisdictions have led to higher consumer prices, more stores with less selection, and marginalized workers.

In his review of government operations in Ontario, Don Drummond, former Chief Economist with the TD Bank, rejected the sell-off of the public Liquor Control Board of Ontario. Instead he called for the opening of additional public liquor stores and the full utilization of the LCBO's purchasing power **to improve profits and create additional government revenue.** The same approach should be taken in BC.

**Studies show the best way to responsibly control alcohol sales is through a liquor**

**distribution system that is owned and operated by government.**

Liquor is a drug, not a product to be distributed and sold like any other. Abuse of alcohol can cause serious problems for families and communities. It should remain wholly under government control, not handed over to the private sector.

**If we allow the provincial government to privatize liquor distribution, our publicly owned and operated retail liquor stores will follow.**

Similar privatization changes in Alberta led to a tripling of the number of private liquor stores and caused the Calgary and Edmonton police departments to report significant increases in alcohol-related crimes.

Youth access to alcohol is a major community concern and the BC government's own research from the Liquor Control and Licensing Branch found that private stores are much less likely to request ID from customers who appeared under the age of 25 than public stores.

If these concerns are not addressed, **the responsibility for more policing costs as well as those for health and social services may be downloaded to local governments.**

Think about it. Uncertainty. Loss of government revenues. Higher prices for consumers. Potential for increased proliferation of private liquor outlets. All this without any business case or public consultation.

The B.C. Government and Service Employees' Union (BCGEU) is urging municipal leaders to let the provincial government know they reject the sell-off of the revenue-generating LDB that has served British Columbians well for many years.

cope 378





**MORATORIUM TO PRIVATIZE LIQUOR DISTRIBUTION**

City of \_\_\_\_\_

WHEREAS the provincial government, without public consultation or business case, has announced plans to privatize the Liquor Distribution Branch distribution system and sell-off its warehouses, which is the first step in the full privatization of our public liquor system, including the retail stores; and

WHEREAS the sale of this profitable, socially responsible and proven public asset that generates almost a billion dollars a year in net income for health, education and other public services, will lead to reduced revenues, higher consumer prices, less selection, and a host of social problems associated with liquor privatization that may fall on local governments to deal with:

THEREFORE BE IT RESOLVED that Council urge the provincial government to put a moratorium on the privatization of the LDB and to provide a formal vehicle—perhaps through appointment of a commissioner, a committee of MLAs, or similar means—for public discussion and community input into these issues.

cope 378

## Supplementary Memo

The provincial government's recent surprise announcement to privatise the province's two Liquor Distribution Branch (LDB) warehouses will drastically reduce annual revenues to government coffers.

When questioned, the BC Finance Minister Kevin Falcon did not rule out future full privatisation of the LDB, similar to their privatisation attempt in 2002/03.

Similar policy changes in Alberta led to a tripling of the number of liquor stores and caused the Calgary and Edmonton police departments to report significant increases in alcohol-related crimes.

A BC Ministry of Health report has recommended that

- government-run retail stores serve as the exclusive distributors of alcohol from a public health perspective, and
- a moratorium be placed on new private stores and restrictions on the growth in number of agency stores, in particular due to concerns with youth access to alcohol.

The Liquor Control and Licensing Branch conducted a pre-announced audit of over 800 stores, public and private in 2008, and found that private stores are much less likely to request ID from customers who appeared under the age of 25 than public stores.

Additionally, studies show that other liquor privatizations have led to higher consumer prices, more stores with less selection, and marginalized workers.

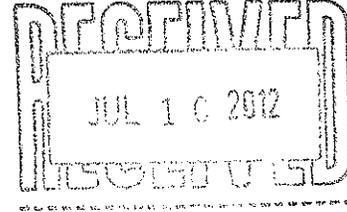
If these concerns are not addressed, the responsibility for more policing costs as well as those for health and social services may be downloaded to local governments.



**Community Energy  
Association**

Dale Littlejohn, Executive Director  
3<sup>rd</sup> floor 2260 West Mall,  
Vancouver BC, V6T 1Z3  
[dlittlejohn@communityenergy.bc.ca](mailto:dlittlejohn@communityenergy.bc.ca)  
Tel: 604-628-7076

May 2012



Dear Mayor and Council:

**Re: Community Energy Association publications**

The Community Energy Association (CEA) is pleased to send publications for you to share with your colleagues, staff, elected officials and office library. Our publications are available in both hardcopy and from our website [www.communityenergy.bc.ca](http://www.communityenergy.bc.ca). We hope that you find the enclosed materials useful.

We have assisted over 80 municipalities in BC in the past year alone with initiatives ranging from technology acceleration of electric vehicles, biomass, and district energy to community-wide energy and emissions planning, to saving energy, emissions, and money in municipal operations. We have completed over 20 community energy and emissions plans as well as over 20 plans to achieve carbon neutrality in municipal operations.

The popular guide to grants and support, *Funding Your Community Energy and Climate Change Initiatives*, is regularly updated available on our website.

The Community Energy Association is a non-profit collaboration of the Union of British Columbia Municipalities, government, member municipalities, energy utilities, transit providers, academics and professional associations. The Community Energy Association (CEA) supports local governments in accelerating the application of energy efficiency and renewable energy in all aspects of community design, infrastructure and community engagement for sustainability.

I would also like to draw your attention to the annual **Climate and Energy Action Awards** that CEA organizes. The call for applications is open until July 23<sup>rd</sup>. The awards for climate action in corporate operations, community wide, and public sector collaboration are presented by a minister at the UBCM annual conference.

We encourage you to visit our website [www.communityenergy.bc.ca](http://www.communityenergy.bc.ca) and give us a call if we can assist your efforts towards an efficient and sustainable community and local government. If you would like to subscribe to our 'governments-and-energy' listserv which currently has a distribution of over 200 staff and elected officials, please email me directly.

Yours sincerely,

Dale Littlejohn, Executive Director





7170 Cheam Avenue  
P.O. Box 70  
Agassiz, British Columbia  
Canada V0M 1A0

Tel: (604) 796-2235  
Fax: (604) 796-9854  
Web: www.district.kent.bc.ca

July 3, 2012

FILE: 5225-01  
0230-20

Mayor Michael Smith  
District of West Vancouver  
750 – 17<sup>th</sup> Street  
West Vancouver V7V 3T3

Mayor Teunis Westbroek  
Town of Qualicum Beach  
PO Box 130  
Qualicum Beach, BC V9K 1S7

Dear Mayors Smith and Westbroek:

**RE: Protection of Fish Habitat in Waterways**

At its Regular meeting held June 25, 2012 Council received your letters dated June 8 and 13, 2012 respectively regarding protection of fish habitat in waterways.

We appreciate the District of West Vancouver and the Town of Qualicum Beach's positions on this matter; however the impact of senior levels of legislation varies the operations of local governments.

It is important for us to share with you and other member municipalities the hardships encountered by the District of Kent with respect to the current *Fisheries Act* and our ability to clean and maintain our ditches, which were constructed solely for the purpose of draining agricultural lands.

Due to the excessive regulations, the taxpayers of the District of Kent are, unfortunately, burdened with the significant cost of hand cleaning the ditches, which results in a need for more frequent cleaning since the method is less effective than machine cleaning. In addition by not being permitted to machine clean our agricultural ditches, farmers, who rely on adequately drained lands for crop production, are experiencing crop loss on an annual basis due the less effective cleaning methods.

We do not condone the manner in which Bill C-38 is being considered; however, we do see the benefit in changing the legislation so that fish habitat would be limited to natural streams, sloughs and rivers, not constructed ditches.

Thank you for bringing your concerns to our attention.

Sincerely,

A handwritten signature in cursive script that reads "John Van Laerhoven".

John Van Laerhoven  
MAYOR

pc: Mr. Mark Strahl, MP  
Ms. Gwen O'Mahony, MLA  
Union of British Columbia Municipalities (via email)



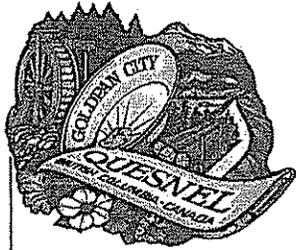
- 2 -

Council would like to again remind you of the dialogue that must take place with all concerned parties to gain valuable input and insight from Canadians before proceeding with any changes to the Fisheries Act.

Yours sincerely,

Mary Sjoström,  
Mayor

pc: Honourable Gerry Ritz, Minister of Agriculture and Agri-Food  
Richard M. Harris, M.P., Cariboo – Prince George  
Honourable Steve Thomson, M.L.A., Minister of Forests, Lands and Natural Resource Operations  
Honourable Don McRae, M.L.A., Minister of Agriculture  
Donna Barnett, M.L.A., Cariboo – Chilcotin  
Federal Canadian Municipalities  
Union of British Columbia Municipalities



# CITY OF QUESNEL

410 KINCHANT STREET  
QUESNEL, B.C. V2J 7J5  
PHONE 250-992-2111  
FAX 250-992-2206

July 4, 2012

The Honourable Keith Ashfield, P.C., M.P.  
Minister of Fisheries and Oceans  
House of Commons,  
Ottawa, Ontario K1A 0A6

Dear Minister:

**Re: Proposed Changes to Fisheries Act Section 35(1)**

In light of the proposed changes to Section 35(1) of the Fisheries Act, Council would like to express concern for fish habitats and the many waterways in and around the City of Quesnel. Sustainable waterways and fish stocks are vital to this community's livability; therefore it is imperative that open and transparent discussions take place with provincial and local governments and other stakeholders when making the proposed changes to Section 35(1) of the Fisheries Act.

In regards to the aforementioned, Council adopted Resolution 12-13-259 at its Regular Meeting of Council on June 25, 2012 for your consideration as follows:

WHEREAS the City of Quesnel has made significant investments in the protection of fish habitat in waterways that pass through our City and our waterfront;

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

NOW THEREFORE IT BE RESOLVED THAT the City of Quesnel call upon the Federal Government to abandon proposed changes to Section 35(1) of the Fisheries Act that would see the removal of provision banning or limiting activities that result in the "harmful alternation, disruption or destruction of fish habitat";

AND THAT this resolution be forwarded to the Federation of Canadian Municipalities, Federal and Provincial Ministers of Fisheries and Agriculture, to North Cariboo MPs and MLAs, and to all UBCM member municipalities.





# CITY OF PORT MOODY

OFFICE OF THE MAYOR

July 11, 2012

File: 0530-01

The Right Honourable Stephen Harper  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2

Dear Prime Minister Harper:

**Re: Council Position on Increased Oil Tanker Traffic**

At the Regular Council meeting of July 10, 2012, Port Moody Council considered a report on increased oil tanker traffic.

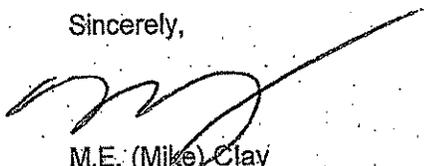
Council subsequently passed the following resolution:

**WHEREAS Port Moody is a coastal community which would be adversely affected by an oil spill in nearby waters, be it resolved:**

**BE IT RESOLVED THAT Port Moody city council expresses opposition to projects by Enbridge, Kinder Morgan, or any other entity that would lead to the expansion of oil tanker traffic through BC's coastal waters;**

**AND BE IT FURTHER RESOLVED THAT the City of Port Moody join with other BC local governments in expressing concern and opposition to the expansion of crude oil tanker traffic on BC's coast by sending a copy of this motion to the Right Honourable Stephen Harper, Prime Minister of Canada, the Honourable Christy Clarke, Premier of BC, local MLAs and MPs, the Union of BC Municipalities and all member municipalities.**

Sincerely,



M.E. (Mike) Clay  
Mayor

..../2

100 Newport Drive, Port Moody, B.C. V3H 3E1 Telephone: 604.469.4515 Fax: 604.469.4664

Document: 185668

cc: The Honourable Christy Clarke, Premier of BC  
Honourable James Moore, MP, Port Moody-Westwood-Port Coquitlam  
Fin Donnelly, MP, New Westminster-Coquitlam-Port Moody  
Giuseppe (Joe) Trasolini, MLA, Port Moody-Coquitlam  
Member Municipalities, Union of BC Municipalities  
Member Municipalities, Federation of Canadian Municipalities

**Glenn Wong**

---

**From:** "Chairperson" <chairperson@acrd.bc.ca>  
**To:** "Glen Wong" <glwong@telus.net>  
**Cc:** "Russell Dyson" <rdyson@acrd.bc.ca>  
**Sent:** July 13, 2012 1:15 PM  
**Subject:** FW: Port Alberni Port Authority: thank you & TCS introduction

**From:** Marilyn.Denton@international.gc.ca [mailto:Marilyn.Denton@international.gc.ca]  
**Sent:** Friday, July 13, 2012 12:47 PM  
**To:** zknezevic@alberniport.ca  
**Cc:** dferster@alberniport.ca; dmccormick@alberniport.ca; chairperson@acrd.bc.ca  
**Subject:** Port Alberni Port Authority: thank you & TCS introduction

Dear Zoran,

Thank you for hosting the Minister on July 10 with a tour of the harbour and lunch with your Board of Directors. I enjoyed your presentation on possible future development of Port Alberni as an extended deep water port capable of handling Ultra Large Container ships. The idea of barging containers to Delta port, where there is underutilized capacity, makes sense. I hope your discussions with Seaspan and Schmidt are fruitful, and Vancouver Port Authority sees the merit in your proposal.

Thank you for hosting the evening reception. I had the opportunity to speak with a number of individuals and learned more about Port Alberni.

The Trade Commissioner Service (TCS) can assist Canadian companies to identify and to enter or grow their international presence. Our services include assistance with preparation for international markets, assessing market potential, finding qualified contacts and resolving problems. We also work with Canadian companies to attract foreign direct investment. We have a network of 900 trade commissioners in more than 150 offices in Canada and abroad to assist Canadian companies succeed in the international arena. As a Government of Canada department, there is no charge for our services.

I would be happy to arrange a date and time to discuss Port Alberni Port Authority's international marketing strategy. Should you or a member of your staff have questions about TCS, please do not hesitate to contact me.

Sincerely,

*Marilyn MacLean Denton*

Head of Office & Trade Commissioner / Chef de Bureau et Déléguée commerciale  
 Victoria Regional Office / Bureau Régional à Victoria  
 Foreign Affairs and International Trade Canada / Affaires étrangères et commerce international Canada  
 100 - 990 Fort Street/ 100 - 990 rue Fort  
 Victoria, BC, V8V 3K2  
**Tel # 250-363-0575** [marilyn.denton@international.gc.ca](mailto:marilyn.denton@international.gc.ca) [www.tradecommissioner.gc.ca](http://www.tradecommissioner.gc.ca)



Foreign Affairs and  
International Trade Canada

Affaires étrangères et  
Commerce international Canada

Canada

Cc

Don Ferseter, Port Authority Chairman  
 David McCormick, Manager of Property & Community Relations  
 Glen Wong, Director, E.A. "I" (Cherry Creek), Alberni-Clayoquot Regional District



**Glenn Wong**

---

**From:** "General Email" <mailbox@acrd.bc.ca>  
**To:** "Glen Wong" <glwong@telus.net>  
**Sent:** July 12, 2012 10:58 AM  
**Subject:** FW: Ferry Initiatives

**From:** Brenda [mailto:brenda.paquin@powellriverrd.bc.ca]  
**Sent:** Thursday, July 12, 2012 11:28 AM  
**To:** Al Huddleston, Mt. Waddington Board Chair; Alberni-Clayoquot Board Chair; Brian Lande, Central Coast Board Chair; Capital Board Chair; Edwin Grieve, Comox Valley Board Chair; Garry Nohr, Sunshine Coast Board Chair; Jim Abram, Vice-Chair, Strathcona RD; Joe Stanhope, Nanaimo Board Chair; Metro Vancouver Board Chair; Rob Hutchins, Cowichan Valley Board Chair; Sheila Malcolmson, Islands Trust Board Chair; Skeena Queen Charlotte Board Chair  
**Cc:** Colin S. Palmer; Mac; Brian Reardon, Strathcona CAO; Carol Manson, Nanaimo CAO; Debra Oakman, Comox Valley CAO; Donna Davis, Metro Vancouver; Greg Fletcher, Mt. Waddington CAO; John Carline, Metro Vancouver CAO; John France, Sunshine Coast CAO; Kelly Daniels, Capital CAO; Linda Adams, Islands Trust CAO; Russell Dyson, Alberni-Clayoquot CAO; Teresa Warnes, Executive Assistant, Comox Valley RD; Tom Yates, Strathcona RD Corporate Administrator; Warren Jones, Cowichan Valley CAO  
**Subject:** Ferry Initiatives

Dear fellow Chairs,

A number of ferry initiatives are developing at this time which need our attention, either as a group or individually within our Regions.

In June the Ministry of Transportation and Infrastructure issued a Request for Proposals "seeking a qualified Consultant to design, develop, implement and summarize a community engagement process" for ferry issues. I hope you will check it out at [www.bcbid.gov.bc.ca/](http://www.bcbid.gov.bc.ca/)

Mac Fraser has spoken to Kirk Handrahan, the MOTI Marine Division Director and we should have an opportunity to meet the Consultant in advance of any visits to our communities. I'm worried that the word is out that BC Ferries are coming to the communities to reduce ferry runs. I can't see many fruitful meetings with that approach.

We have also contacted Gordon Macatee regarding a meeting with him now that the legislation has been proclaimed. He is willing to meet with us at a time of our choosing. In the meantime, he is seeking public opinion on Capital spending criteria for ferries and the new fuel price deferral mechanism. Responses have a deadline of July 29. You may wish to respond individually.

I have taken the initiative to request a meeting for us at UBCM in September with the Premier and the Minister. I propose that we again have a pre-meeting and post-meeting around our time with the Premier.

Please advise if you wish to join me, either in person or by teleconference, for a meeting with the Consultant and Kirk Hanrahan, and also with Gordon Macatee. Both could possibly happen on the same day.

Hope everything is well with you all.

Kindest regards,

Colin S. Palmer  
 Chair  
 Powell River Regional District





## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services/  
Fisheries Resource Committee

**Meeting Date:** July 25, 2012

**Subject:** FISHERIES RESOURCE COMMITTEE – TERMS OF REFERENCE

---

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors approve the revised Terms of Reference for the Fisheries Resource Committee as presented.

**Desired Outcome:**

To adopt an updated Terms of Reference for Alberni-Clayoquot Regional District Fisheries Resource Committee.

**Background:**

The ACRD Fisheries Resource Committee met on May 23<sup>rd</sup> and June 27<sup>th</sup>, 2012, reviewed their Terms of Reference and agreed to changes as noted in the minutes. Two other changes are proposed by the facilitator Robert Gunn as noted on the first page.

Updates have been made to the Fisheries Resource Committee Terms of Reference and are submitted for approval by the Alberni-Clayoquot Regional District Board of Directors.

**Time Requirements – Staff & Elected Officials:**

n/a

**Financial:**

n/a

**Policy or Legislation:**

It's the ACRD's Policy to develop and keep updated a Terms of Reference for all Committees.

Submitted by: \_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services

Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional District

## Terms of Reference Fisheries Resource Committee

### Introduction

The Alberni-Clayoquot Regional District has formed the Fisheries Resource Committee to support the socio economic and cultural efforts and concerns of regional communities in the commercial, sports and First Nation fishing and aquaculture industries.

### Objective

The marine resources industries on the West Coast of Vancouver Island have cultural, economic and recreation importance to a considerable number of residents of the region and play an important part in tourism and related services. The objective of the Fisheries Resource Committee is to protect the marine resource industry in the Alberni-Clayoquot Region.

### Scope of Work

The Committee will endeavor to confine its activities to:

- a. Addressing local and coastal issues of an economic, environmental and/or social nature related to fishing, fish processing, ~~and~~ aquaculture, and marine based tourism, and providing support for local initiatives in these areas.
- b. Support can take many forms i.e.; making representation to other levels of government, encouraging visits (e.g. from Ministers of the Crown), preparation and commissioning of submissions to address policy or concerns etc.
- c. Seek representation on appropriate committees and regional processes of a fisheries nature e.g. Area 24 Harvest Round Table, in order to speak

The Regional District's secretarial staff will provide support to the Committee including preparing agendas, recording minutes of all meetings and ensuring Committee agendas, minutes etc. are forwarded electronically for circulation to all members.

The Committee Consultant will provide advice and professional assistance to the Committee including writing letters and preparing reports to the Committee and ACRD Board.

### **Reporting to the Board**

Recommendations of the Committee must be adopted by the Committee by motion prior to presentation to the Regional District Board.

The Committee will provide a status report to the Regional District Board annually.

The Regional District Directors on the Committee will report to the Board on the activities of the Fisheries Resource Committee.

Approved by the ACRD Board:





## REQUEST FOR DECISION

**To:** Russell Dyson, CAO; and  
Board of Directors, Alberni-Clayoquot Regional District

**From:** Mike Irg, Manager of Planning and Development

**Date:** July 17, 2012

**Subject:** Building Bylaw – Fees Review

---

### Recommendation:

That the Regional Board direct staff to amend the Schedule A of the Building Bylaw to reflect the proposed increase in building fees.

### Desired Outcome:

Building inspection is a service that predominately benefits the owner/builder and the Board has requested a review of building fees. The desired outcome is to have more of the cost of the building inspection service paid for by the users of the service.

### Summary:

Staff proposes increasing the Building fees as follows:

- a. The fees payable for a permit for construction, addition, extension, alteration and repair of any building or any other work requiring a permit and not specifically listed here shall be as follows: Proposed increases are highlighted
  - i. Value of proposed work:
    - (1) Up to \$1,000 (increase to \$2,000) the fee is \$30 (increase to \$50)
    - (2) \$1,000 (increase to \$2,000) or more, but less than \$500,000 the fee is \$30 (increase to \$50), plus \$6 (increase to \$7) for each \$1,000 or part thereof in excess of \$1,000
    - (4) \$500,000 or more the fee is \$2,624 (increase to \$3,500) plus \$3 (increase to \$6) for each \$1,000 or part thereof in excess of \$500,000

The proposed changes to the building fees would still be lower than the surrounding regional districts. The proposed fees would be 0.7% of the average building value or less. Surrounding regional districts charge 1% to 1.5% of the building value for building permit fees.

The proposed fee includes plumbing inspection which is often a separate fee in other jurisdictions.

**Background:**

The Electoral Area Directors have asked staff to review building fees to reflect the cost of building inspection service.

**Time Requirements – Staff & Elected Officials:**

There is minimal time required to amend the building bylaw. Staff will post a notice on the website and in the office.

**Financial:**

Increasing the building fees will reduce the tax requisition for the building inspection service.

**Policy or Legislation:**

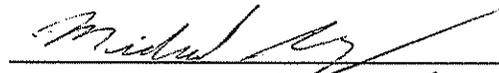
The *Local Government Act* allows local governments to charge fees for services. Building Inspection is an established service for the electoral areas of the Regional District.

**Options Considered:**

Options available to the Board include:

- 1/ Increase building inspection fees.
- 2/ Increase building inspection fees after a public notification period. (i.e. September 1, 2012)
- 3/ Leave the building inspection fees at the current rate.

Submitted by:



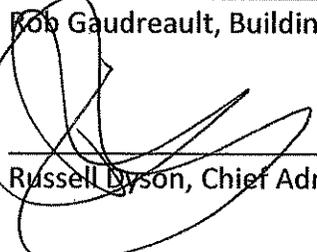
Mike Irg, Manager of Planning and Development

Reviewed by:



Rob Gaudreault, Building Inspector

Approved by:



Russell Dyson, Chief Administrative Officer

Regional District of Alberni-Clayoquot  
 Schedule "A" to Bylaw PS1005-4  
 Fees

1. Building Permit Fees

a. The fees payable for a permit for construction, addition, extension, alteration and repair of any building or any other work requiring a permit and not specifically listed here shall be as follows:

i. Value of proposed work:

- (1) Up to \$1,000 the fee is \$30
- (2) \$1,000 or more, but less than \$100,000 the fee is \$30, plus \$6 for each \$1,000 or part thereof in excess of \$1,000
- (3) \$100,000 or more, but less than \$500,000 the fee is \$624 plus \$5 for each \$1,000 or part thereof in excess of \$100,000
- (4) \$500,000 or more the fee is \$2,624 plus \$3 for each \$1,000 or part thereof in excess of \$500,000

2. Value of proposed work

The estimated value of the proposed work is the estimated value of construction as determined in accordance with the Marshall & Swift "Marshall Valuation Service" or "Residential Cost Handbook" using "average" quality of construction.

3. Miscellaneous fees

- a. Re-inspection Fee (effective January 1, 2011) \$50
- b. Demolition Permit Fee \$30
- c. Solid fuel burning applicant Fee \$100\*  
 (includes one call back or inspection if necessary)

These fees do not include applicable taxes.

\* Includes tax.





## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Russell Dyson, Chief Administrative Officer  
**Date:** July 18, 2012  
**Subject:** Cherry Creek Waterworks District requesting gas tax funds

---

### Recommendation:

*That the Board of Directors of the Alberni-Clayoquot Regional District not request an amendment to its gas tax agreement and funds be available only for the Regional Districts own infrastructure needs which would include the Cherry Creek Water System upon conversion to a local service.*

### Summary:

The Cherry Creek Waterworks District has provided the attached letter requesting that a portion of the Alberni-Clayoquot Regional District gas tax funds be provided directly to them for water infrastructure upgrades.

Previously the Cherry Creek Waterworks District had asked what amount the water system could be eligible for. The Board of the Alberni-Clayoquot Regional District adopted the following resolution at its June 27, 2012 regular meeting:

*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.*

*THAT this correspondence be referred to the Electoral Area Directors Committee Meeting.*

The Committee has not yet met but the question whether the Regional District would grant funds to another agency can be considered. The Alberni-Clayoquot Regional District expenditure of gas tax funds are subject to an agreement whereby the Regional District must spend the monies on infrastructure that it owns. Under this agreement the funds are not transferable to Cherry Creek Waterworks District. The Regional District has followed these conditions which were related to the residents of the Beaver Creek Improvement District and followed by the Regional District in its commitment to funds for the Kitsuksis Reservoir.

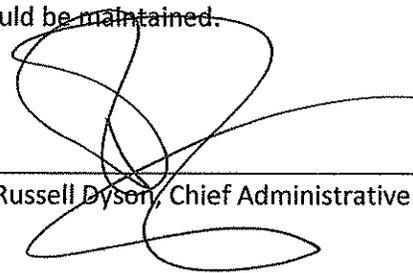
On June 13, 2012 the Regional District was informed that it could apply to amend its gas tax agreement to enable it to transfer funds to the Cherry Creek Waterworks District. It is up to the Board of Directors of the Alberni-Clayoquot Regional District to determine whether it transfers gas tax funds or continues

of the Alberni-Clayoquot Regional District to determine whether it transfers gas tax funds or continues to follow the current agreement.

Over the last year and a half the Board of Directors has been contemplating its priorities for gas tax funding. In August of 2011 the Board determined that a priority for the use of funds was for each of the Regional Districts community water systems and solid waste initiatives.

The Regional Districts demands far exceed the available funds. Unless the Regional District were to become responsible for the Cherry Creek Water System these funds should remain available for the Regional Districts needs. Making funding available in the event of a conversion is consistent with past practice and should be maintained.

Approved by:



---

Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Meeting Date:** July 25, 2012  
**Subject:** VIHA Homelessness Grant

---

### Recommendation:

That the ACRD Board of Directors accept the recommendations from the Alberni Valley Stakeholders Initiative to End Homelessness (AVCSI) regarding the disbursement of the \$300,000.00 grant from VIHA, to address homelessness in the region:

- \$40,000.00 to the Alberni Valley Community Fund (this will be designated by the Foundations for Grants for Homelessness Projects – which will add to the \$160,000.00 already specified in the fund).
- \$80,002.26 to the Canadian Mental Health Association for support staff for the lease of a 41 unit subsidized apartment building.
- \$78,917.74 to the Phoenix House for the renovation of a duplex to provide an additional 7 rooms of accommodation.
- \$76,440.00 to the Port Alberni Shelter Society for the acquisition of a duplex for long term supportive housing for families and part time case worker to provide advocacy for shelter clients.
- \$24,640.00 to the Westcoast Community Resources Society for a site survey and design of supportive housing project.

### Desired Outcome:

That the ACRD successfully distributes these funds addressing the issues of our homeless populations.

### Summary:

The ACRD received a grant for \$300,000.00 from VIHA earlier this year and asked the AVCSI to develop recommendations for how to use the funding. The AVCSI put out a call for proposals from agencies that are currently providing services to residents who are homeless or at risk of homelessness. The deadline was June 15, 2012. A four person committee was struck to make recommendations on how the \$300,000 should be awarded. The committee included Councillor Wendy Kerr from the City of Port Alberni, Director John McNabb from the Regional District as well as Derwyn Roberts and Andrew Borbas from the AVCSI. There were seven proposals received in total and the committee reached consensus on the recommendation.

This grant is a one-time grant which must be used for community homelessness initiatives in our region. There are no formal restrictions or qualifications upon its use other than that it be used to benefit homeless persons either directly or indirectly through the building of community capacity.

**Time Requirements – Staff & Elected Officials:**

Minimal staff time will be required to provide VIHA with a report showing how the grant was distributed.

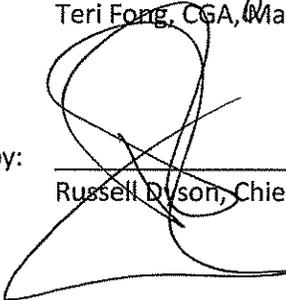
**Financial:**

This recommendation is fully funded by the grant received from VIHA.

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

  
Teri Fong, CGA, Manager of Finance

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

  
Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** July 25, 2012

**Subject:** Kitsuksis Reservoir

---

**Recommendation:**

*That the Board of Directors of the Alberni-Clayoquot Regional District (ACRD) award the Kitsuksis Reservoir tender to David Stalker Excavating Ltd. for the tender price of \$732,363.00 plus HST for a total price of \$820,246.56.*

**Background**

The new reservoir is to replace the existing Kitsuksis Reservoir which has a considerable leak. Koers and Associates Engineering Ltd. were commissioned to design the new tank which is sized to provide sufficient water supply for fire fighting and peak hour balancing for the Beaver Creek service area to the year 2030.

**Summary**

Tenders for the reservoir were received and opened in public at the ACRD on Friday, July 13, 2012. The work involves the supply and installation of a new bolted steel reservoir, valve chamber, flow meter chamber and chlorination equipment, and miscellaneous incidental work.

A total of six tenders were received, and all tenders were accompanied by the required Bid Bond and signed Addenda with the exception of the BI Pure Water tender which did not include the signed addenda or the information required on the bolted steel tank design. The tenders have been checked for completeness and accuracy. A mathematical error was made in the Maple Reinders' tender and has been corrected in the tender amounts shown below. All Tenders are considered accurate and valid with the exception of the BI Pure Water Tender.

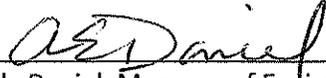
<u>Tenderer</u>	<u>Tender Price</u>	<u>Completion</u>
David Stalker Excavating Ltd.	\$820,246.56	150 days
Knappett Industries (2006) Ltd.	\$843,732.96	160 days
Bowerman Excavating Ltd.	\$848,743.57	120 days
D. Robinson Contracting Ltd.	\$960,624.00	150 days
BI Pure Water (Canada) Ltd.	\$961,309.44	180 days
Maple Reinders	\$1,133,440.00	190 days

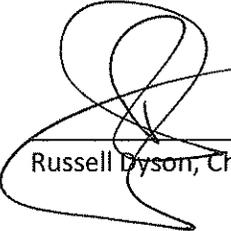
The Tender prices include a contingency allowance of \$70,000.00 and 12% HST.

The lowest Tender is from David Stalker Excavating Ltd., who is based in Ladysmith and is a reputable Contractor. The stated completion period of 150 calendar days is considered appropriate for the scope of work involved in the Contract.

**Financial**

The Board budgeted \$800,000 of Gas Tax money for this project.

Submitted by:   
Andy Daniel, Manager of Environmental Services

Approved by:   
Russell Dyson, Chief Administrative Officer



## ADMINISTRATIVE MEMO

**To:** Board of Directors

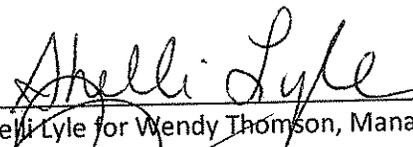
**From:** Shelli Lyle for Wendy Thomson, Manager of Administrative Services

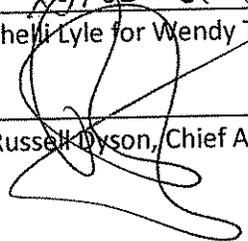
**Date:** July 18, 2012

**Subject:** Alberni –Clayoquot Health Network Budget June 1, 2012- May 31, 2014

The Alberni-Clayoquot Health Network Budget June 1, 2012 – May 31, 2014 is presented below for your consideration. The budget has been distributed and reviewed by the Alberni-Clayoquot Health Administrative Committee.

Budget	Amounts	Description
Coordinator	\$110,000.00	Wages - \$55,000 X 2 years
Admin Support	\$30,000.00	Wages - 1.5 days/week X 2 years
Forums	\$48,000.00	8 x \$6000 - speakers, facilities, travel, food, honorarium, etc.
Meetings	\$9,500.00	12 Meetings 1 Strategic Planning Session - food, facilities, travel support, etc.
Capacity Building Workshops	\$20,000.00	2-4, facilitation, materials, accommodation, travel
Advisory/Network MOU's	\$40,000.00	\$5000/year x 4 subcommittee/advisory
Operating	\$10,000.00	\$5000/year x 2 - programs, tools, camera, photocopies, name badges, misc.
Laptop	\$1,500.00	Meetings, forums, presentations, workshops etc.
Contingency	\$10,000.00	
Total Expenditures	\$279,000.00	
VIHA Allocation	\$511,392.93	
Projects/Reserve	\$232,392.93	Support for priorities and initiatives as a result of planning and process

Submitted by:   
 Shelli Lyle for Wendy Thomson, Manager of Administrative Services

Approved by:   
 Russell Dyson, Chief Administrative Officer





## MEMORANDUM

**TO:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors  
**FROM:** Mike Irg, Manager of Planning and Development  
**DATE:** July 17, 2012  
**SUBJECT:** Development Variance DVC12003 (Maibach)

### Background

On June 27, 2012 the Regional Board reviewed an application for a development variance permit relating to LOT 10, BLOCK 64, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510 (1021 Beach Road, Salmon Beach).

The Board recommended that this application be furthered to the next stage of the variance process. This involved notifying all property owners within 200 feet of the property which has been completed. No letters have been received to date. If any objections or responses are received prior to the July 25, 2012 Board meeting, staff will inform the Board.

This development variance permit will increase the permitted cabin height of the Marine Recreation (MR) District from 18 feet to 21 feet to allow for the renovation and addition to an existing cabin.

### Recommendation

That the Regional Board pass a resolution to issue Development Variance Permit DVC12003.

Submitted by:

Mike Irg, Manager of Planning and Development

### DVC12003



**DEVELOPMENT VARIANCE PERMIT NO. DVC12003**

Whereas, pursuant to Section 922 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 7 of Part 26 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Jill Diane Maibach

**Address:** 1021 Beach Road, Salmon Beach

With respect to:

**Legal Description:** LOT 10, BLOCK 64, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

**PID:** 008-380-406

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15, Section 143.3(10), are hereby varied as follows:

- (i) Increase 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.

In accordance with the provision of Section 922 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on July 25, 2012.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on July 25, 2012.

---

Russell Dyson, CAO

---

Chair of the Board of Directors

**DVC12003**

Members: City of Port Alberni, Village of Ucluelet, District of Tofino

**74** Regional Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



## MEMORANDUM

**To:** Board of Directors and Russell Dyson, CAO

**From:** Alex Dyer, Planner

**Date:** July 17, 2012

**Subject:** Rural Comox Valley Official Community Plan Bylaw, 1998 (No. 2042) Amendment – Comox Valley Regional District

**Location:** Electoral Areas 'A', 'B' & 'C' of the Comox Valley Regional District

---

### Background:

The Alberni-Clayoquot Regional District has received a referral from the Comox Valley Regional District (CVRD) for an amendment to the Rural Comox Valley Official Community Plan (RCVOCP). The RCVOCP's boundary abuts a substantial portion of the Sproat Lake electoral area.

The CVRD is proposing to update their Development Permit Areas 3 (eagle nest trees) & 4 (heron nest sites) to reflect the province's *Develop with Care Guidelines* best management practices. The intent of these DPAs is to protect these nest trees from potentially adverse activities through the retention of natural vegetation surrounding a nest tree. This includes "no build" timing windows during the breeding season. Currently, Bald Eagles have a "no build" timing window of January 1<sup>st</sup> to August 31<sup>st</sup> and Great Blue Herons have a "no build" window from January 1<sup>st</sup> to September 15<sup>th</sup>. The CVRD is proposing to allow minor exemptions to these DPAs such as limited fence and trail construction, additions or alterations to existing buildings and minor land clearing. The exemptions are intended to provide flexibility with the DPAs as well as discourage development activities during the breeding season.

No Board resolution is required, however, that associated referral form outlines 4 different responses that the CVRD will accept. They include:

- Approval recommended for reasons outlined below;
- Approval recommended subject to conditions outlined below;
- Interests unaffected or general comments related to this OCP amendment outlined

### Comox Valley Regional District OCP Amendment

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)

below

- Approval NOT recommended due to reasons outlined below.

**Recommendation:**

Staff recommends the Board of Directors:

- direct planning staff to respond to the CRD's Official Community Plan amendment bylaw referral request by checking off the box next to **Interests Unaffected**.

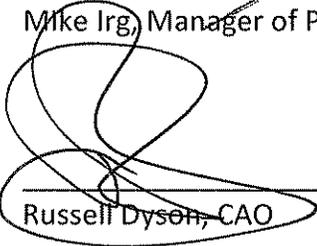
Submitted by:

  
for Alex Dyer, Planner

Reviewed by:

  
Mike Irg, Manager of Planning and Development

Reviewed by:

  
Russell Dyson, CAO

**Comox Valley Regional District OCP Amendment**

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)

**BYLAW REFERRAL FORM**  
**FILE: 3350-20/CP 2CV 11 (CVRD)**  
**Response required by: Monday, June 11, 2012**

Please comment on the attached bylaw for potential effect on your agency's interests. Section 879 of the *Local Government Act* (LGA) outlines that a local government must provide one or more opportunities for consultation with persons, organizations and authorities affected by the development of an official community plan (OCP), or the repeal or amendment of an OCP. In keeping with Section 879, the Comox Valley Regional District (CVRD) wishes to ensure that all future consultations with applicable adjacent regional districts and municipalities, First Nations, school and improvement district boards, provincial and federal government agencies is considered early and ongoing as required by the LGA. You will note on the response form a number of choices that describe your agency's interests. All details that support your position are appreciated as are official legislative, governance and policy considerations that may affect the CVRD's consideration of this bylaw.

We would appreciate your response within thirty (30) days of May 1, 2012. If no response is received within that time, it will be assumed that your agency's interests are unaffected. If required, please contact the CVRD to assist you in determining the type of information that would be helpful or to better understand how the proposed bylaw may impact land use and development. Should you have any specific questions regarding the proposed bylaw amendment, please contact Kent Leontowich, M.Sc., MCIP, rural planner at 250-334-6041 or by email at [kleontowich@comoxvalleyrd.ca](mailto:kleontowich@comoxvalleyrd.ca).

<b>Applicant's Name:</b>	Comox Valley Regional District
<b>Purpose of Bylaw:</b>	To update development permit area (DPA) No. 3 (eagle nest trees) and DPA No. 4 (heron nest sites).
<b>Legal Description:</b>	All electoral areas being 'A', 'B' and 'C'

**Other Information:**

The attached amendment to the Rural Comox Valley Official Community Plan (OCP) Bylaw, 1998 (No. 2042) is for review and comment.

At its November 23, 2010, meeting, the electoral area services committee (EASC) passed the following motion:

*"review the guidelines as specified within development permit area number 3 (eagle nest trees) and development permit area number 4 (heron nest trees) of Bylaw No. 2042 being "Rural Comox Valley Official Community Plan Bylaw, No. 2042, 1998" to consider efficiencies, where possible."*

Given the growth pressures on the east coast of Vancouver Island, the former Comox-Strathcona Regional District (CSRD) created environmental DPAs within the Rural Comox Valley OCP in 1999. Specifically, the CSRD created DPA No. 3 to capture lands located within 200.0 metres of a bald eagle nest tree and DPA No. 4 to capture lands located within 300.0 metres of a great blue heron nest site. These DPAs have not been amended since adoption and continue to be implemented by the CVRD. Therefore, the purpose of this report is to consider amendments to the Rural Comox Valley OCP in order to better manage nest tree sites within the CVRD's jurisdiction.

Please refer to the attached a staff report and amending bylaw (No. 191) for more information.

Additionally, I have provided a link below to the 'Rural Comox Valley Official Community Plan Bylaw, 1998 (No. 2042) in order to assist you in your review of these proposed amendments:

[http://www.comoxvalleyrd.ca/uploadedFiles/Property\\_Services/Planning/Bylaws/2042/2042\\_Rural CV OCP Consolidated.pdf](http://www.comoxvalleyrd.ca/uploadedFiles/Property_Services/Planning/Bylaws/2042/2042_Rural_CV_OCP_Consolidated.pdf)

Sincerely,

***K. Leontowich***

Kent Leontowich, M.Sc., MCIP  
Rural Planner  
Property Services Branch

/kl

Attachments: Schedule A – “Discussion of the *Migratory Convention Act and Regulation*”  
Schedule B – “Discussion of the *Wildlife Act*”  
Schedule C – “Examples of other local government regulations”  
Schedule D – “Agency and First Nation Referral List”  
Schedule E – “First Nations Consultation Procedure”

Appendix A – “Proposed Bylaw No. 191, being the “Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42”

At its regularly scheduled meeting of May 1, 2012, the regional board endorsed forwarding the proposed bylaw to the following agencies as listed below. As part of this motion, it was decided to circulate this referral to your office for comments in order to enable you to take the proposed development into consideration as part of the future expansion of your operations.

**First Nations**

<input checked="" type="checkbox"/>	K'ómoks First Nation	<input checked="" type="checkbox"/>	Homalco Indian Band
<input checked="" type="checkbox"/>	Laich-Kwil-Tach Treaty Society (Consists of We Wai Kum, We Wai Kai and Kwiakah First Nations)		

**Federal Departments and Agencies**

	Canadian Coast Guard		Public Works and Government Services Canada
	Department of National Defence (CFB Comox)		RCMP
	Fisheries and Oceans Canada		Transport Canada Navigable Waters
	Indian and Northern Affairs Canada	<input checked="" type="checkbox"/>	Canadian Wildlife Service

**Provincial Ministries and Agencies**

	Agricultural Land Commission	<input checked="" type="checkbox"/>	Ministry of Community, Sport and Cultural Development
	BC Assessment Authority		Ministry of Energy
	BC Parks	<input checked="" type="checkbox"/>	Ministry of Forests, Lands and Natural Resource Operations
	BC Ferry Services Inc.		Ministry of Forests, Mines and Lands
	BC Transit		Ministry of Tourism, Trade and Investment (Archaeology branch)
<input checked="" type="checkbox"/>	Ministry of Transportation and Infrastructure		

**Local Government**

<input checked="" type="checkbox"/>	Comox (Town of)	<input checked="" type="checkbox"/>	Alberni-Clayoquot Regional District
<input checked="" type="checkbox"/>	Courtenay (City of)	<input checked="" type="checkbox"/>	Strathcona Regional District
<input checked="" type="checkbox"/>	Cumberland (Village of)		Regional District of Mount Waddington
<input checked="" type="checkbox"/>	Islands Trust	<input checked="" type="checkbox"/>	Regional District of Nanaimo

**CVRD Branches**

<input checked="" type="checkbox"/>	Geoff Garbutt Executive Manager of Strategic and Long Range Planning	<input checked="" type="checkbox"/>	Derald Lewis Manager of Bylaw Compliance and Special Investigations
<input checked="" type="checkbox"/>	Marc Rutten Senior Manager of Engineering Services	<input checked="" type="checkbox"/>	Doug MacPherson Manager of Building Services
<input checked="" type="checkbox"/>	Mike Fournier Manager of Emergency Services	<input checked="" type="checkbox"/>	Jim Elliott Manager of Wastewater Services
<input checked="" type="checkbox"/>	James Warren Corporate Legislative Officer	<input checked="" type="checkbox"/>	Beth Dunlop Corporate Financial Officer
	Kerry Mayo Manager of Water Services	<input checked="" type="checkbox"/>	Michael Nihls Manager of Parks
<input checked="" type="checkbox"/>	Leigh Carter General Manager of Public Affairs and Information Systems Branch	<input checked="" type="checkbox"/>	James Bast Manager of Fire Services



DATE: April 16, 2012  
TO: Chair and Directors  
Electoral Areas Services Committee  
FROM: Debra Oakman, CMA  
Chief Administrative Officer  
RE: Wildlife tree development permit areas

FILE: 3350-20/CP 2CV 11

### Purpose

To update development permit area (DPA) No. 3 (eagle nest trees) and DPA No. 4 (heron nest sites).

### Policy analysis

Section 876 of the *Local Government Act* (LGA) authorizes a local government to adopt one or more official community plans (OCPs). Division 2 of part 26 of the LGA outlines the purposes, authority, required content, policy statements and adoption procedures of OCPs. Section 895 states that a local government that has adopted an OCP may initiate an amendment to the plan.

Section 879 of the LGA states that during the development, repeal or amendment of an OCP, a local government must provide one or more opportunities for consultation with persons, organizations and authorities it considers will be affected. Section 890 states that a local government must hold a public hearing before the adoption of, or an amendment to, an OCP.

Section 919.1 of the LGA allows for the protection of the natural environment, its ecosystems and biological diversity within an OCP. Part four, "Development Permit Areas", of the Rural Comox Valley OCP, 1998 (Bylaw No. 2042) provides guidelines for the protection of eagle and heron nest trees within the regional district's jurisdiction.

The federal *Migratory Birds Convention Act* and *Migratory Birds Regulation* protect and conserve migratory birds, as populations and individual birds, and their nests (Schedule A). The provincial *Wildlife Act*, which is administered by the Ministry of Forests, Lands and Natural Resource Operations, is the main provincial law for the protection of wildlife, endangered species and their habitat (Schedule B).

At its November 23, 2010 meeting, the electoral area services committee (EASC) passed the following motion to:

*"review the guidelines as specified within development permit area number 3 (eagle nest trees) and development permit area number 4 (heron nest trees) of Bylaw No. 2042 being "Rural Comox Valley Official Community Plan Bylaw, No. 2042, 1998" to consider efficiencies, where possible."*

### Executive summary

It is recommended that amendments be made to the Rural Comox Valley OCP to update DPA No. 3 (eagle nest trees) and DPA No. 4 (heron nest sites). These amendments are considered especially timely as these DPAs have not been updated since their adoption in 1999 and represent some of the largest nest tree assessment areas on Vancouver Island. Specifically, it is recommended that these DPAs be updated to reflect the province's *Develop with Care Guidelines* best management practice (BMP), which were adopted on March 2006. It is also recommended that exemptions be

incorporated into these DPAs to reduce the need for minor applications. These proposed exemptions are associated with limited fence and trail construction, additions or alterations to existing buildings and minor land clearing. These exemptions are intended to provide flexibility within these DPAs as well as discourage development activities during the breeding season.

In addition to the above changes, this bylaw amendment proposes minor administrative changes to enhance the general exemptions to the DPA guidelines. These changes will improve the clarity of this section without altering the original intent of the Rural Comox Valley OCP. In order to move this amendment forward, staff has included a suggested agency referral list and First Nations consultation procedure for consideration in addition to first and second readings of this OCP amendment bylaw (No. 191).

**Recommendations from the chief administrative officer:**

THAT the board consider first and second readings of Bylaw No. 191, being the “Rural Comox Valley Official Community Plan, 1998, Bylaw No. 2042, Amendment No. 42,” which proposes amendments to the:

- i. guidelines, exemptions and application requirements for “Development Permit Area No. 3: Eagle Nest Trees” and “Development Permit Area No. 4: Heron Nest Sites”;
- ii. general exemptions of Part four, “Development Permit Areas” of the “Rural Comox Valley Official Community Plan, 1998.”

AND FURTHER THAT pursuant to section 890 of the *Local Government Act*, the board schedule the required public hearing;

AND FURTHER THAT staff undertake the agency and First Nations referral in accordance with the referral lists included as Schedule D;

AND FINALLY THAT the board adopt the First Nations consultation procedure, included as Schedule E.

Respectfully:



Debra Oakman, CMA  
Chief Administrative Officer

**History/background factors**

Given the growth pressures on the east coast of Vancouver Island, the former Comox-Strathcona Regional District (CSRD) created environmental DPAs within the Rural Comox Valley OCP in 1999. Specifically, the CSRD created DPA No. 3 to capture lands located within 200.0 metres of a bald eagle nest tree and DPA No. 4 to capture lands located within 300.0 metres of a great blue heron nest site. These DPAs have not been amended since adoption and continue to be implemented by the CVRD. The purpose of this report is to consider amendments to the Rural Comox Valley OCP in order to better manage nest tree sites within the CVRD's jurisdiction.

### Planning Analysis

To assist local level governments and property owners, the provincial ministry created BMPs entitled, *Best Management Practices for Raptor Conservation during Urban and Rural Land Development in British Columbia* (2005) and *Develop with Care Guidelines* (2006) as part of the management of nest tree resources. These documents provide suggested assessment area guidelines and breeding seasons for bald eagle nest trees and great blue heron nest sites that are protected under the *Wildlife Act*. The nest tree recommendations listed within *Develop with Care Guidelines* are intended to provide strategies to minimize habitat and noise disturbances caused by land development. These recommendations on nest tree assessment areas and breeding seasons are summarized as follows.

#### *Nest tree assessment areas*

A nest tree assessment area provides protection from potentially adverse activities through the retention of as much natural vegetation surrounding a tree as possible. To ensure viability of the nests and rooting integrity of the tree, *Develop with Care Guidelines* has created three suggested assessment areas based on the area of a parcel where a nest tree is located (Table 1). The “undeveloped” classification applies to large tracts of undeveloped land that are greater than 5.0 hectares in area. The “rural” classification relates to parcels that range in area from 1.0 hectare to 5.0 hectares. “Urban” classification represents parcels that are 1.0 hectare or less in area that are being developed or modified in some way.

Environmental Valuable Resource	Measure Assessment Area From	Undeveloped (> 5.0 hectares)	Rural (5.0 hectares to 1.0 hectares)	Urban (< 1.0 hectare)
Bald eagle nests	the base of the tree	200.0 metres	100.0 metres	60.0 metres
Great blue heron nests	a line drawn around the outer perimeter of the nest tree	300.0 metres	200.0 metres	60.0 metres

The *Develop with Care Guidelines* encourages this graduated approach related to nest tree assessment areas in order to reflect different levels of development within a geographic area. It outlines that in the urban areas, assessment area widths are smaller as some bird species may have developed a greater tolerance to human activity.

#### *Breeding seasons*

Bald eagle and great blue herons are extremely sensitive and may abandon their eggs or young if the area immediately surrounding their nest sites is disturbed. The *Develop with Care Guidelines* provides “no build” timing windows during the breeding season as illustrated within Table 2:

Bird Species	“No Build” Timing Windows
Bald eagle	January 1 <sup>st</sup> to August 31 <sup>st</sup>
Great blue heron	January 1 <sup>st</sup> to September 15 <sup>th</sup>

It is important to note that under the provincial *Wildlife Act*, the nests of bald eagles and great blue herons are protected year round, whether or not the nest is in use. However, this Act only protects

the bird, their nests and eggs, but provides little, if any, protection for the habitats that surround these nest sites.

The powers to protect the area surrounding a nest tree or assessment areas are located within part 26 of the LGA. Section 919.1, “Designation of development permit areas”, of the LGA gives a local government the ability to create DPAs for the “protection of the natural environment, its ecosystems and biological diversity”. As outlined previously, DPA No. 3 and DPA No. 4 currently have assessment areas of 200.0 metres for bald eagle nest trees and 300.0 metres for great blue heron nest trees.

If an applicant proposes development activities (*i.e.* land clearing, subdivision, construction) within DPA No. 3 or DPA No. 4, an application for an environmentally sensitive areas development permit (ESA DP) is required. As part of the current DPA No. 3 and DPA No. 4 application process, a property owner is required to provide a report of the site prepared by a registered professional biologist (R.P. Bio.). The purpose of this report is to outline the environmental values to be protected, breeding status of the tree and recommended mitigative measures during the development activities. Although not listed within the Rural Comox Valley OCP, the CVRD follows the same “no build” timing windows during the breeding season listed within *Develop with Care Guidelines*.

#### ***Other local government regulations***

The ESA DP practices of seven regional districts, one district municipality and five municipalities located on Vancouver Island were compared to the CVRD’s current nest tree DPAs. It was determined that most local government’s review for nest trees are processed through either DPAs or deferred to the province under the *Wildlife Act* and *Develop with Care Guidelines* (Schedule C). Seven of the local governments utilize DPAs in order to regulate development activities adjacent to nest trees. While each local government’s application process was similar to the CVRD’s, the nest tree assessment area associated with these DPAs varied amongst these local governments. The Town of Comox and City of Courtenay have also taken a more progressive approach and adopted a DPA that provides for the full range of assessment areas from “undeveloped” to “urban” as outlined within the *Develop with Care Guidelines*. Of the remaining five local governments, it was determined that section 34 of the *Wildlife Act* was the principal means that nest trees were protected within their jurisdictions.

#### ***Proposed Amendments to DPA No. 3 and DPA No. 4***

Based on this review, it is recommended that the following amendments (Appendix A) be made in order to update the guidelines, conditional exemptions and application requirements for DPA No. 3 and DPA No. 4:

##### **i) New definitions**

Staff recommends the inclusion of new definitions for:

- bald eagle nest tree assessment area;
- great blue heron nest site assessment area;
- registered professional biologist;
- qualified environmental professional; and
- qualified tree expert.

##### **ii) Areas covered by DPAs No. 3 and No. 4**

It was confirmed that the CVRD’s assessment areas are amongst some of the largest located on Vancouver Island and mirror the more “undeveloped” nature of the Strathcona Regional

District. In recognition of this, it is supportable that the assessment areas be updated to reflect the nest tree assessment areas provided within *Develop with Care Guidelines*. This approach, which is similar to the Town of Comox, would propose the adoption of three assessment areas based on the “undeveloped”, “rural” and “urban” classifications discussed earlier. Staff recognizes that the CVRD has grown in population since these DPAs were first adopted in 1999. As the result of this growth, there is acknowledgment that parcel sizes within the regional district more closely represent the graduated approach outlined with *Develop with Care Guidelines*. This amendment would allow for more flexibility for staff and the general public as well as ensure consistency with *Develop with Care Guidelines* and the Town of Comox’s DPA guidelines.

iii) **Breeding season**

Although not stated within the Rural Comox Valley OCP, the CVRD follows the same “no build” breeding seasons (bald eagles - January 1<sup>st</sup> to August 31<sup>st</sup> and great blue herons - January 1<sup>st</sup> to September 15<sup>th</sup>) as outlined within the *Develop with Care Guidelines*. Therefore, in order to formalize this, it is recommended to incorporate “no build” breeding seasons into the DPA guidelines. This amendment also outlines that where a report completed by a registered professional biologist (R.P. Bio.) has confirmed that no bald eagle or great blue heron activity is present as of April 30<sup>th</sup>, development activities can proceed earlier.

iv) **Conditional exemptions to DPA No. 3 and No. 4**

Staff reviewed these DPAs in order to identify efficiencies in the review and approval processes. Staff recognizes that in certain cases the proposed development activity is considered minor in nature (leaves a “soft footprint”) and will likely not have a detrimental environmental impact on a nest tree site. Therefore, in order to reduce the need for minor applications within DPA No. 3 or DPA No. 4, a series of new conditional exemptions are proposed for the following:

- limited fence and trail construction;
- limited additions or alterations to existing buildings; and
- limited land clearing when the works are proposed within a designated assessment area.

These proposed DPA exemptions are intended to discourage the alteration of land, including vegetation removal and construction of an addition to or alteration to a building that occurs during the “no build” breeding seasons. Where a property owner would like to complete these types of development activities during the breeding season, there would be a requirement to hire a R.P. Bio. to complete an assessment of the nest tree. If a R.P. Bio. has confirmed that no bald eagle or great blue heron activity is present within a nest tree or site as of April 30<sup>th</sup> of a given year, development activities can proceed earlier. Staff has also incorporated new language that outlines that where a report is obtained from a R.P. Bio. certified in ornithology or representative of the province that a bald eagle or great blue heron nest no longer exists, an ESA DP will not be required. However, it is important to note that the province requires local governments to maintain an “active” status on recorded nest sites for up to five years even after the loss of a nest is confirmed.

v) **Application requirements**

The intent of these changes is to clarify to the public that a report prepared by a R.P. Bio. with a specialization in ornithology or person with similar qualifications is required as part of an ESA DP. This report shall include an evaluation and recommendations with regard to:

- the nest tree environmental values to be protected;

- breeding status of the tree;
- evaluation of the size of the assessment area;
- recommended mitigative measures necessary; and
- assessment of any habitat to be protected or restored.

As with the current practice, R.P. Bio. reports required for an ESA DP application will form part of the permit and will be deposited with the land titles office for registration. In order to strengthen these DPAs, it is recommended that the CVRD may require the applicant to supply a landscape plan where an applicant is proposing to disturb native vegetation within a DPA. However, it is important to note that this landscape requirement would only be reserved for very serious infractions that result in the degradation of a nest tree assessment area.

vi) **Further suggested amendments to DPA general exemptions section**

In addition to the above guidelines, this bylaw amendment proposes minor changes to enhance the general exemptions of the DPA guidelines. The overall intent of these changes is to improve the clarity of the general exemption guidelines without altering the original intent of the Rural Comox Valley OCP.

**Options**

The regional district board can proceed with the recommendations outlined in this staff report or deny these proposed amendments to the Rural Comox Valley OCP. It is supportable that DPA No. 3 and DPA No. 4 be updated to reflect the nest tree assessment areas and breeding season provided within *Develop with Care Guidelines*. It is also supportable that new conditional exemptions to these DPAs and updated general exemptions be incorporated into the Rural Comox Valley OCP to ensure that minor development activities can occur without the need for an application.

Alternately, the regional district board could decide to eliminate DPA No. 3 and DPA No. 4 from the Rural Comox Valley OCP. Section 919.1 of the LGA allows for the protection of the natural environment, its ecosystems and biological diversity within an OCP. It is recognized that the LGA provides the power, but not the obligation, for a local government to adopt these types of DPAs within an OCP. Should the board eliminate these DPA powers, applicants would still be required to comply with the *Wildlife Act* and *Develop with Care Guidelines*. As such, the environmental protection of these nest tree features would revert entirely back to the provincial government.

The Comox Valley sustainability strategy (CVSS) requires that planning and development be in balance with primary environmental systems such as ecosystems. The CVSS also encourages the designation of all sensitive ecosystems as DPAs and supports the consistency of sensitive ecosystem protection terms, guidelines and regulations between all jurisdictions. Additionally, the RGS encourages the protection, stewardship and enhancement of the natural environment, ecological connections and systems. Given this, it is recommended that the CVRD adopt these proposed amendments to DPA No. 3 and DPA No. 4 as well as continue to regulate activities adjacent to eagle and heron nest trees. Through these amendments, the CVRD will provide a greater level of efficiency to the public while ensuring environmental protection of these nest tree sites.

**Financial factors**

If the board concurs with staff's recommendations to schedule the public hearing, the CVRD will be responsible for the costs associated with the required newspaper advertisements and hosting the public hearing.

**Légál factors**

This report and the recommendations contained herein are in compliance with the LGA and regional district bylaws. The LGA authorizes a local government to adopt DPAs for the protection of the natural environment, its ecosystems and biological diversity within an OCP. The LGA allows a local government to initiate an amendment to the plan and outlines the procedures to amend an OCP.

**Sustainability implications**

Through the adoption of a similar approach as the province, the CVRD will provide a greater level of consistency to the public on the areas that are impacted by wildlife nest trees. Staff has confirmed that these amendments are consistent with the policy statements within the CVSS.

**Intergovernmental factors**

Section 879, “Consultation during OCP development,” of the LGA states that during the development, repeal or amendment of an OCP, a local government must provide one or more opportunities for consultation with persons, organizations and authorities it believes will be affected. Board members must determine whether the consultation should be early and on-going, and specifically whether consultation is required with:

- a) First Nations;
- b) Provincial and federal governments and their agencies;
- c) City of Courtenay;
- d) Town of Comox;
- e) Village of Cumberland;
- f) Other regional districts; and
- g) School district boards, greater boards and improvement district boards.

In reference to section 879, it is proposed that a notice be placed on the CVRD’s bulletin board and website until replaced by a notice of public hearing. Schedule D contains a proposed list of the external organizations for referrals. Schedule E contains the First Nations consultation procedure, whereby the identified First Nations will have 30 days for comments. Upon a written request, the First Nations could ask for additional 30 days to provide their comments.

**Interdepartmental involvement**

As part of the initial interdepartmental referral, planning services staff has circulated the proposed amendments to staff in the following departments:

- Waste management services
- Financial services
- Legislative services
- Fire protection
- Strategic and long range planning
- Emergency services
- Bylaw compliance and special investigations
- Building services
- Engineering services
- Community parks

All comments and feedback received from these departments have been incorporated into the bylaw amendments.

**Citizen/public relations**

The proposed bylaw amendment will be forwarded to the Electoral Area ‘A,’ ‘B,’ and ‘C’ advisory planning commissions (APC) for comment. Section 890 of the LGA states that a local government must hold a public hearing before adopting or amending an OCP. Planning staff recommends that a

public hearing be scheduled. Individual property notification is not required as the proposed amendments apply to more than ten properties.

Prepared by:

  
Kent Leontowich, M.Sc.  
Rural Planner

Concurrence:

  
Rob Roycroft, MCP  
Interim Manager of Planning  
Services

Concurrence:

  
Kevin Lorette, P. Eng., MBA  
General Manager of Property  
Services Branch

- Attachments: Schedule A – “Discussion of the *Migratory Convention Act and Regulation*”  
Schedule B – “Discussion of the *Wildlife Act*”  
Schedule C – “Examples of Other Local Government Regulations”  
Schedule D – “Agency and First Nation Referral List”  
Schedule E – “First Nations Consultation Procedure”
- Appendix A – “Proposed Bylaw No. 191, being the “Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42”

## Schedule A

### **Discussion of the *Migratory Birds Convention Act and Regulation***

The federal *Migratory Birds Convention Act* (MBCA) implements for Canada what was originally the *1916 Migratory Birds Convention* between the United Kingdom and the United States of America for the Protection of Migratory Birds in Canada and the United States. The *1916 Convention* was amended by a protocol agreement signed by Canada and the United States in 1995, which took into account aboriginal and treaty rights of aboriginal peoples on both sides of the border. The purposes of the convention were underlined by the 1995 Protocol, the recitals of which read in part that Canada and the United States remained:

*“... committed to the long-term conservation of shared species of migratory birds for their nutritional, social, cultural, spiritual, ecological, economic, and aesthetic values through a more comprehensive international framework that involves working together to cooperatively manage their populations, regulate their take, protect the lands and waters on which they depend, and share research and survey information ...”*

Migratory birds (including bald eagles and great blue herons) fall under federal jurisdiction due to the fact that migratory birds cross both provincial and international boundaries. The MBCA is administered by the federal Canadian Wildlife Service under the authority of the federal Minister of the Environment. This act applies to migratory birds across Canada, whether located on federal or provincial lands.

Section 5 of the MBCA prohibits the possession, buying, selling, exchange or transfer of a migratory bird or nest, or commercial trade in a migratory bird or nest, except in accordance with the migratory bird regulations. Section 6 of the MBCA establishes offences, and appoints game officers with inspection and other powers, as a means of enforcing this act's provisions. The migratory bird regulations address a variety of issues including, but not limited to, the following:

- requirements for permits, and other restrictions, on hunting of migratory birds;
- a prohibition on disturbing the nests or eggs of migratory birds without a permit from the minister;
- a general prohibition against introducing non-indigenous migratory bird species; and
- a prohibition against pollution (defined as the deposit of oil, oil wastes or any other substance harmful to migratory birds) in any waters or any area frequented by migratory birds.

## Schedule B

### Discussion of the *Wildlife Act*

The provincial *Wildlife Act* which is administered by the Ministry of Forests, Lands and Natural Resource Operations, is the main provincial law for the protection of wildlife, endangered species and their habitat. This act prohibits the killing, harming, harassment, capture or taking of species at risk. With respect to nest habitat, section 34, "Birds, nests and eggs", of the act outlines that a person commits an offence, if the person, except as provided by regulation, possesses, takes, injures, molests or destroys:

- (a) a bird or its egg;
- (b) the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl; or
- (c) the nest of a bird not mentioned in (b), when the nest is occupied by a bird or its egg unless authorized under permit.

This provincial ministry has jurisdiction over the protection of bald eagles and great blue herons in BC under this Act. However, it is important to note that the powers outlined within MBCA applies to all migratory birds (including eagles and herons) across Canada, whether located on federal or provincial lands.

**Schedule C**  
**Examples of Other Local Governments Regulations**

Comox Valley Regional District development permit areas	Bald Eagle Tree	Great Blue Heron Tree
Existing guidelines	200.0 metres	300.00 metres
Proposed guidelines	See <i>Develop with Care Guidelines</i> below	
Other Local Governments with development permit areas	Bald Eagle Tree	Great Blue Heron Tree
Strathcona Regional District (SRD)	200.0 metres	300.0 metres
Cowichan Valley Regional District	60.0 metres	100.0 metres to 200.0 metres
Regional District of Nanaimo (RDN)	60.0 metres	100.0 metres
City of Campbell River	60.0 metres	60.0 metres
Island Trust (North Pender Island)	30.0 metres to 50.0 metres	30.0 metres to 50.0 metres
Town of Comox	<i>Develop with Care Guidelines</i>	
City of Courtenay	<i>Develop with Care Guidelines</i>	
Local Governments without development permit areas	These local governments follow the provincial <i>Develop with Care Guidelines</i> as detailed in the table below	
Capital Regional District (CRD)	Environmental Valuable Resource	Urban (<= 10 hectares)
District of North Cowichan	Undeveloped (> 5.0 hectares)	Rural (5.0 hectares to 10 hectares)
Alberni Clayquot Regional District (ACRD)	Bald eagle nests	100.0 metres
Town of Ladysmith	Great blue heron nests	200.0 metres
City of Duncan		60.0 metres



## Schedule D

### Agency and First Nations Referral List

Should the regional board approve first and second readings of this bylaw amendment referrals shall be sent to the following agencies as highlighted with an .

#### First Nations

<input checked="" type="checkbox"/>	K'ómoks First Nation	<input checked="" type="checkbox"/>	Homalco Indian Band
<input checked="" type="checkbox"/>	Laich-Kwil-Tach Treaty Society (Consists of We Wai Kum, We Wai Kai and Kwiakah First Nations)		

#### Federal Departments and Agencies

	Canadian Coast Guard		Public Works and Government Services Canada
	Department of National Defence (CFB Comox)		RCMP
	Fisheries and Oceans Canada		Transport Canada Navigable Waters
	Indian and Northern Affairs Canada	<input checked="" type="checkbox"/>	Canadian Wildlife Service

#### Provincial Ministries and Agencies

	Agricultural Land Commission	<input checked="" type="checkbox"/>	Ministry of Community, Sport and Cultural Development
	BC Assessment Authority		Ministry of Energy
	BC Parks	<input checked="" type="checkbox"/>	Ministry of Forests, Lands and Natural Resource Operations
	BC Ferry Services Inc.		Ministry of Forests, Mines and Lands
	BC Transit		Ministry of Tourism, Trade and Investment (Archaeology branch)
<input checked="" type="checkbox"/>	Ministry of Transportation and Infrastructure		

#### Local Government

<input checked="" type="checkbox"/>	Comox (Town of)	<input checked="" type="checkbox"/>	Alberni-Clayoquot Regional District
<input checked="" type="checkbox"/>	Courtenay (City of)	<input checked="" type="checkbox"/>	Strathcona Regional District
<input checked="" type="checkbox"/>	Cumberland (Village of)		Regional District of Mount Waddington
<input checked="" type="checkbox"/>	Islands Trust	<input checked="" type="checkbox"/>	Regional District of Nanaimo

## Schedule D

### Agency and First Nations Referral List

Should the regional board approve first and second readings of this bylaw amendment referrals shall be sent to the following agencies as highlighted with an .

#### CVRD Branches

<input checked="" type="checkbox"/>	Geoff Garbutt Executive Manager of Strategic and Long Range Planning	<input checked="" type="checkbox"/>	Derald Lewis Manager of Bylaw Compliance and Special Investigations
<input checked="" type="checkbox"/>	Marc Rutten Senior Manager of Engineering Services	<input checked="" type="checkbox"/>	Doug MacPherson Manager of Building Services
<input checked="" type="checkbox"/>	Mike Fournier Manager of Emergency Services	<input checked="" type="checkbox"/>	Jim Elliott Manager of Wastewater Services
<input checked="" type="checkbox"/>	James Warren Corporate Legislative Officer	<input checked="" type="checkbox"/>	Beth Dunlop Corporate Financial Officer
	Kerry Mayo Manager of Water Services	<input checked="" type="checkbox"/>	Michael Nihls Manager of Parks
<input checked="" type="checkbox"/>	Leigh Carter General Manager of Public Affairs and Information Systems Branch	<input checked="" type="checkbox"/>	James Bast Manager of Fire Services

## Schedule E

### First Nation Consultations Procedure

The Comox Valley Regional District (CVRD) is committed to meeting with the appropriate First Nations that have an interest in these amendments to DPA No. 3: Eagle Nest Trees and No. 4: Heron Nest Trees. Part of the consultation process of the CVRD will be to discuss issues, comments or concerns and work towards a systematic method of communication amongst all involved. In order to achieve this, the CVRD has created a step-by-step procedure that will be presented to the appropriate First Nations to ensure that all consultation is considered early and on-going.

1. The CVRD will send a formal referral for comment and a letter from the chief administrative officer (CAO) or delegate to the First Nations to outline a desire to formally meet with the First Nations.
2. All referral information will be sent to the First Nations through a courier. If a First Nations group does not have a physical address, the referral information will be sent by regular mail.
3. The CVRD will provide the First Nations an opportunity to submit comments related to the proposed bylaw amendments. The CVRD will provide the First Nations with thirty (30) days to respond with any comments or concerns related to the proposed bylaw amendments.
4. Upon written request from the First Nations, the CVRD will allow an extension of up to an additional thirty (30) days as part of this referral process so long as the extension request is received within the first thirty (30) days of the date that the referral package was delivered.
5. Should the CVRD not receive any comments from the individual First Nations within thirty (30) days, or within sixty (60) days as specifically requested in writing, of the date that the referral package was delivered; staff shall understand that there are no comments from the First Nations.
6. In the event that the CVRD receives a letter from the individual First Nations regarding a concern with the consultation process, staff will report back the CVRD regional board to seek further direction.



STATUS

TITLE: Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42

APPLICANT: Comox Valley Regional District

ELECTORAL AREA: All electoral areas

FILE NO.: 3350-20/CP 2CV 11

PURPOSE: To amend the Rural Comox Valley Official Community Plan (Bylaw No. 2042) by introducing new guidelines, application requirements and exemptions to "Development Permit Area No. 3: Eagle Nest Trees" and "Development Permit Area No. 4: Heron Nest Sites".

PARTICIPANTS: All electoral areas



Application Received: Date: September 22, 2011

Electoral Areas Services Committee: Date:  
Recommendation:

Regional Board: Date:  
Decision:

Public Hearing: Date:

Regional Board: Date:  
Decision:

Ministry of Community, Sport and Cultural Development Date Sent:  
Date Approved:

Regional Board: Date:  
Decision:

**COMOX VALLEY REGIONAL DISTRICT**

**BYLAW NO. 191**

**A bylaw to amend the  
"Rural Comox Valley Official Community Plan Bylaw, 1998"  
being Bylaw No. 2042**

The board of the Comox Valley Regional District in open meeting assembled, enacts the following amendments to the "Rural Comox Valley Official Community Plan Bylaw, 1998", being Bylaw No. 2042:

**SECTION ONE TEXT AMENDMENT**

- 1) Bylaw No. 2042, being the "Rural Comox Valley Official Community Plan Bylaw, 1998," is hereby amended as set out in Schedule A attached to and forming part of this bylaw.

**SECTION TWO TITLE**

- 1) This bylaw may be cited as the "Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42."

<b>Read a first time this</b>	<b>day of</b>	<b>2012.</b>
<b>Read a second time this</b>	<b>day of</b>	<b>2012.</b>
<b>Public hearing held this</b>	<b>day of</b>	<b>2012.</b>
<b>Read a third time this</b>	<b>day of</b>	<b>2012.</b>

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 191, being the "Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42", as read a third time by the board of the Comox Valley Regional District on the ~~XX~~ day of ~~XX~~ 2012.

\_\_\_\_\_  
Corporate Legislative Officer

**Approved by the Ministry of Community  
Sport and Cultural Development this**

**day of** **2012.**

**Adopted this**

**day of** **2012.**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Legislative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 191, being the "Rural Comox Valley Official Community Plan Bylaw, 1998, Amendment No. 42", as adopted by the board of the Comox Valley Regional District on the ~~XX~~ day of ~~XX~~ 2012.

\_\_\_\_\_  
Corporate Legislative Officer

## Schedule A

### SECTION ONE TEXT AMENDMENT

1. Appendix A Glossary of Terms of Schedule A of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by inserting the following new definitions in alphabetical order:

<b><i>"Bald eagle nest tree assessment area</i></b>	means a radius from a tree containing a nest site for a bald eagle as specified within the "Comox Valley Sensitive Habitat Atlas (CVRD Reference Copy)".
<b><i>Great blue heron nest site assessment area</i></b>	means a radius from a tree containing a nest site for a great blue heron as specified within the "Comox Valley Sensitive Habitat Atlas (CVRD Reference Copy)".
<b><i>Qualified environmental professional</i></b>	means an applied scientist or technologist, whose area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of a report in respect of that development proposal and who is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association, and is acting within that individual's area of expertise.
<b><i>Qualified tree expert</i></b>	means a qualified person with knowledge and experience in assessing tree health and tree hazards and who is currently certified or registered and in good standing with at least one of the following accreditations: <ul style="list-style-type: none"><li>(i) certified with the International Society of Arboriculture;</li><li>(ii) currently accredited as a consulting arborist with the American Society of Consulting Arborists;</li><li>(iii) registered Professional Forester (R.P.F.) as recognized by the Association of BC Forest Professionals; and/or</li><li>(iv) certified as a Wildlife/Danger Tree Assessor as recognized by the Wildlife Tree Committee of British Columbia.</li></ul>
<b><i>Registered professional biologist</i></b>	means a person who is a professional biologist registered with the Association of Professional Biologists of British Columbia."

2. Part 4 Development Permit Areas of Schedule A of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by deleting the following general exemption no. 5, no. 9, no. 10, no. 11 and no. 13:
- "5. Erection of fences;
  - 9. Planting of native riparian vegetation as directed by senior government agencies;
  - 10. The removal of hazardous trees authorized by a professional arborist or senior level of government.
  - 11. Emergency works to prevent flood and erosion damage to structures.

13. Limited trail construction or maintenance where trail construction and area of intrusion does not exceed 1.5 metres (4.9 feet) in width and where there is no excavation or removal of native soil."
3. Part 4 Development Permit Areas of Schedule A of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by inserting the following revised general exemption no. 5, no. 9, no. 10, no. 11, no. 13 and adding new no. 14:
- "5. Construction of, addition to, or alteration of a fence(s) provided that no trees greater than 10.0 centimetres in diameter at the breast height are altered. Notwithstanding this exemption, construction of, addition to or alteration of a fence(s) within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an application, provided that a registered professional biologist certified in ornithology has confirmed that no eagle or great blue heron activity is present as of April 30th of any given year.
  9. The planting of trees, shrubs, or groundcovers for the purpose of enhancing the habitat values and/or soil stability within the DPA provided the planting is carried out in accordance with the guidelines provided within 'Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia', published by the province, or any subsequent editions.
  10. The removal of hazardous trees as authorized by a qualified tree expert or senior level of government. Notwithstanding this exemption, removal of hazardous trees within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an application, provided that a registered professional biologist certified in ornithology has confirmed that no eagle or great blue heron activity is present as of April 30th of any given year.
  11. Emergency procedures to prevent, control, or reduce erosion or other immediate threats to life and property including:
    - (a) Emergency flood or protection works;
    - (b) Clearing of an obstruction from bridge, culvert, or drainage flow; repairs to bridges and safety fences; and
    - (c) Emergency procedures to prevent, control, or reduce erosion, or other immediate threats to life and property must be reported to the Regional District and province to secure an exemption under this Part.
  13. Trail construction or maintenance where trail construction and area of intrusion does not exceed 2.5 metres in width, the trail's surface is pervious and where there is limited excavation or removal of native soil. Notwithstanding this exemption, trail construction or maintenance within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an application, provided that a registered professional biologist certified in ornithology has confirmed that no eagle or great blue heron activity is present as of April 30th of any given year.
  14. The removal of invasive plants or noxious weeds within the DPA including, but not limited to species of weeds identified in schedule A of the Regional District Weed Control Bylaw No. 2347, as amended from time to time provided such works are conducted in accordance with a vegetation management plan and measures are taken to avoid sediment or debris

being discharged into a watercourse or onto the foreshore and the area is replanted immediately in accordance with "9." above."

4. Section **A.1.3 Development Permit Area No. 3: Bald Eagle Nest Tree** of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by deleting the following:

"A.1.3 Development Permit Area No. 3: Bald Eagle Nest Tree  
Those areas within 200 metres (656.2 feet) of a bald eagle nesting site as shown in the "Comox Valley Sensitive Habitat Atlas, 2nd Edition, June 30, 2010 (CVRD Reference Copy) including all map amendments (Appendix G) dated on or before May 21, 2010."

5. Section **A.1.3 Development Permit Area No. 3: Bald Eagle Nest Tree** of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by inserting a revised section A.1.3 as follows:

"A.1.3 Development Permit Area No. 3: Bald Eagle Nest Tree  
The bald eagle nest tree Development Permit Area applies to all those areas as shown in the Comox Valley Sensitive Habitat Atlas, 2nd Edition, June 30, 2010 (CVRD Reference Copy) including all map amendments (Appendix G) dated on or before May 21, 2010.

(a) The **bald eagle nest tree assessment area** is as follows:

- i) 200.0 metre assessment area of a bald eagle nest tree if the nest tree is located on a lot that is equal to or greater than 5.0 hectares in area;
- ii) 100.0 metre assessment area of a bald eagle nest tree if the nest tree is located on a lot that is 1.0 hectare or greater but less than 5.0 hectares in area; or
- iii) 60.0 metre assessment area of a bald eagle nest tree if the nest tree is located on a lot that is less than 1.0 hectare in area.

(b) The **bald eagle breeding season** applies from:

- i) January 1<sup>st</sup> to August 31<sup>st</sup> or earlier than August 31<sup>st</sup> if juvenile bald eagles have fledged from the nest as confirmed within a report by a registered professional biologist certified in ornithology; or
- ii) January 1<sup>st</sup> to April 30<sup>th</sup> where a report completed by a registered professional biologist certified in ornithology has confirmed that no bald eagle activity is present as of April 30<sup>th</sup>.

These regulations do not negate the need for compliance with any federal or provincial statutes and regulations governing the management of bald eagles, their nests or eggs."

6. Section **A.1.4 (Development Permit Area No. 4: Heron Nest Site)** of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by deleting the following:

"A.1.4 Development Permit Area No. 4: Heron Nest Sites  
Those areas within 300 metres (984.3 feet) of the perimeter of a great blue heron colony identified in the "Comox Valley Sensitive Habitat Atlas, 2nd Edition, June 30, 2010 (CVRD Reference Copy) including all map amendments (Appendix G) dated on or before May 21, 2010."

7. Section **A.1.4 (Development Permit Area No. 4: Heron Nest Site)** of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by inserting the following:

"A.1.4 Development Permit Area No. 4: Great Blue Heron Nest Site  
The great blue heron nest site Development Permit Area applies to all those areas as shown in the Comox Valley Sensitive Habitat Atlas, 2nd Edition, June 30, 2010 (CVRD Reference Copy) including all map amendments (Appendix G) dated on or before May 21, 2010.

- (a) The **great blue heron nest site assessment area** is as follows:

- i) 300.0 metre assessment area of a great blue heron nest site if the nest site is located on a lot that is equal to or greater than 5.0 hectares in area;
- ii) 200.0 metres assessment area of a great blue heron nest site if the nest site is located on a lot that is 1.0 hectare or greater but less than 5.0 hectares in area; or
- iii) 60.0 metre assessment area of a great blue heron nest site if the nest site is located on a lot that is less than 1.0 hectare in area.

- (b) The **great blue heron breeding season** applies from:

- i) From January 1<sup>st</sup> to September 15<sup>th</sup> or earlier than September 15<sup>th</sup> if juvenile great blue heron have fledged from the nest as confirmed within a report by a registered professional biologist certified in ornithology; or
- ii) From January 1<sup>st</sup> to April 30<sup>th</sup> a report completed by a registered professional biologist certified in ornithology has confirmed that no great blue heron activity is present as of April 30<sup>th</sup>.

These regulations do not negate the need for compliance with any federal or provincial statutes and regulations governing the management of great blue herons, their nests or eggs."

8. Inserting a new **Conditional Exemptions during the breeding season within Bald Eagle Nest Tree (Development Permit Area No. 3) and/or Great Blue Heron Nest Site (Development Permit Area No. 4)** immediately after section A.1.5 (Development Permit Area No. 4: Great Blue Heron Nest Tree) as follows and renumbering the remaining subsections accordingly:

**"Conditional Exemptions during the breeding season within Bald Eagle Nest Tree (Development Permit Area No. 3) and/or Great Blue Heron Nest Site (Development Permit Area No. 4)**

- (a) Any land clearing including the removal, trimming or alteration of any vegetation or land within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an environmentally sensitive areas development permit application, provided that:
- i) a registered professional biologist certified in ornithology has confirmed that no bald eagle and/or great blue heron activity is present as of April 30<sup>th</sup> of any given year;
  - ii) a registered professional biologist certified in ornithology confirms that the land clearing will not impact the future viability of the bald eagle nest tree and/or great blue heron nest site;
  - iii) land alteration within the bald eagle nest assessment area and/or great blue heron nest assessment area occurs after April 30<sup>th</sup> of a given year; and
  - iv) land clearing does not constitute a violation of any federal or provincial statutes and regulations governing the management of bald eagles or great blue herons, their nests or eggs.
- (b) An addition or alteration of an existing principal building or accessory building within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an environmentally sensitive areas development permit application, provided that:
- i) a registered professional biologist certified in ornithology has confirmed that no bald eagle and/or great blue heron activity is present as of April 30<sup>th</sup> of any given year;
  - ii) the setback of the addition or alteration is equal to or greater than the existing principal or accessory building setback from the nest tree and/or nest site;
  - iii) the addition or alteration does not exceed 15% of the total floor area of the existing principal or accessory building and does not result in the principal or accessory building being situated closer to the nest site; and
  - iv) land alteration within the bald eagle nest assessment area and/or great blue heron nest assessment area occurs after April 30<sup>th</sup> of a given year and is limited to that necessary for the addition to or alteration of the principal or accessory building.
- (c) Construction of trails and related infrastructure including but not limited to boardwalks, benches, tables, signs, information kiosks and viewing platforms within Development Permit Area No. 3 and/or Development Permit Area No. 4, is permitted without an

environmentally sensitive areas development permit application, provided that:

- i) a registered professional biologist certified in ornithology has confirmed that no eagle and/or great blue heron activity is present as of April 30<sup>th</sup> of any given year;
  - ii) a registered professional biologist certified in ornithology confirms that the trail construction and associated infrastructure will not impact the future viability of the bald eagle nest tree and/or great blue heron nest site;
  - iii) no trees, which are greater than 5.0 metres in height and 10.0 centimetres in diameter at the breast height, are to be removed. Limbing, pruning and crown reduction or height reduction is permitted, if recommended by a qualified tree expert.
  - iv) construction of trails, infrastructure and land alteration within the bald eagle nest assessment area and/or great blue heron nest assessment area occurs after April 30<sup>th</sup> of a given year; and
  - v) the location, design and maintenance of the trail does not constitute a violation of any federal or provincial statutes and regulations governing the management of bald eagles or great blue herons, their nests or eggs.
- (d) Where a report is obtained from a registered professional biologist certified in ornithology that a bald eagle nest tree and/or great blue heron nest site no longer exists, the following activities within Development Permit Area No. 3 and/or Development Permit Area No. 4, are permitted without an environmentally sensitive areas development permit application:
- i) subdivision of land;
  - ii) land clearing including the removal, trimming or alteration of any vegetation or land, other than to the nest tree; or
  - iii) construction of, addition to or alteration of buildings and/or structures."

In accordance with provincial regulations, the Regional District shall maintain an 'active' status on recorded nest trees within the Comox Valley Sensitive Habitat Atlas for up to five breeding seasons even after the loss of a nest."

9. Section D.2 (Applications for areas within Development Permit Areas No. 1, 2, 3 and 4) of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by deleting the following:

- "D.2 Applications for areas within Development Permit Areas No. 1, 2, 3 and 4**  
D.2.1 Shall include a biophysical assessment of the site prepared by a Registered Professional Biologist or person of similar qualifications, complete with a site plan and background report which shall outline the reasons for the proposed work, the alternatives that have been considered, environmental values to be protected during and after development, and the nature of the precautionary or mitigative measures to be used, including a cost estimate, to the satisfaction of the Regional Board."

10. Section **D.2 (Applications for areas within Development Permit Areas No. 1, 2, 3 and 4)** of Bylaw No. 2042 being the "Rural Comox Official Community Plan, 1998" is hereby amended by inserting the following:

**"D.2 Applications for areas within Development Permit Areas No. 1, 2, 3 and 4**

D.2.1 Within Development Permit Area No. 1: Aquatic Environmentally Sensitive Areas (Aquatic ESAs), the applicants may be required in accordance with provincial regulations to include an assessment report complete with a site plan furnished at their expense and prepared by a qualified environmental professional which shall include an evaluation and recommendations with regard to the following:

- (a) alternatives that have been considered;
- (b) inventories of the existing environmentally sensitive feature(s);
- (c) assessments of the environmental impact of the proposed development; and
- (d) prescriptions of the appropriate precautionary measures to be used for construction, mitigation and protection of habitat.

D.2.2 Within Development Permit Area No. 2: Eagles Drive, the applicants shall include an report complete with a site plan furnished at their expense and prepared by a registered professional biologist and shall outline the reasons for the proposed work, the alternatives that have been considered, environmental values to be protected during and after development, and the nature of the precautionary or mitigative measures to be used, including a cost estimate, to the satisfaction of the Regional Board.

D.2.3 Within Development Permit Area No. 3: Bald Eagle Nest Tree and/or Development Permit Area No. 4: Great Blue Heron Nest Tree, the applicants shall include a report complete with a site plan furnished at their expense and prepared by a registered professional biologist with an expertise in ornithology. This report shall include an evaluation and recommendations with regard to the following:

- (a) the bald eagle and/or great blue heron nest tree environmental values to be protected;
- (b) breeding status of the tree;
- (c) an evaluation on the size of the bald eagle nest assessment area and/or great blue heron site assessment area located on a property;
- (d) recommended mitigative measures; and
- (e) assessment of any habitat to be protected or restored.

D.2.4 Upon completion of land clearing and construction works within Development Permit Area No. 1, 2, 3 and/or 4, a letter from the qualified environmental professional and/or registered professional biologist that the works have been undertaken in compliance with the qualified environmental professional and/or registered professional biologist report submitted to the regional district and appended to the approved development permit.

D.2.5 Where the applicants are proposing significant disturbance or alternation of the native vegetation within Development Permit Areas No. 1, 2, 3 and 4, the Regional District may require the applicants at their expense to supply a landscape plan to the satisfaction of the Regional District officers."





## Staff Report

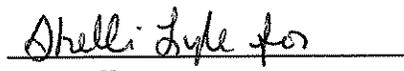
**To:** Board of Directors  
**From:** Russell Dyson, Chief Administrative Officer  
**Date:** June 18, 2012

**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. Working with the new Coordinator on development of the Alberni-Clayoquot Health Network and Administration Committee;
- b. Occupational Health and Safety Committee meeting July 10;
- c. Working with the WC Multiplex society – site identification Long Beach Airport & referendum in fall of 2012;
- d. Agricultural Development Committee Strategic Session priorities;
- e. Follow-up with Ecoplan Consultants on the Huu-ay-aht First Nation and Ucluelet First Nation joining the ACRD Board on April 1, 2012;
- f. Proceeding with Board Room Renovations alternate locations for July Board meetings;
- g. 2012 CUPE Negotiations;
- h. Drafting Resolutions for consideration at the 2012 UBCM Convention;
- i. Working with the Regional Fire Coordinator on updating the Volunteer Fire Department Bylaws;
- j. Participation in Tsunami Working Group;
- k. Regional Water Planning;
- l. Sproat Lake Marine Patrol awareness video.

  
\_\_\_\_\_  
Russell Dyson,  
Chief Administrative Officer





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

**TO:** Board of Directors, Regional District of Alberni-Clayoquot  
**FROM:** Mike Irg, Manager of Planning and Development  
**DATE:** July 18, 2012  
**RE:** Monthly Activity Report - - Planning and Development

<b>2011 total</b>	<b>2012 YTD</b>	<b>CATEGORY OF APPLICATION</b>
10	2	Rezoning
11	5	Development Permit and Development Variance Permit
13	3	Subdivisions
0	0	Agricultural Land Reserve
3	2	Board of Variance
14	4	Crown Leases
24	9	Bylaw Enforcement
5	5	Miscellaneous
80	30	<b>TOTAL APPLICATIONS RECEIVED</b>

Other Planning Projects

Cherry Creek OCP Has been forwarded to the Minister of Community, Sport and Cultural Development for approval.

Beaufort OCP Has been forwarded to the Minister of Community, Sport and Cultural Development for approval.

Sproat Lake OCP - Working on the draft OCP, and an initial public open house will be held from 3:00 to 8:00 on July 26<sup>th</sup> at Sproat Lake Community Hall.

Beaver Creek OCP- Has received first reading and has been sent to referral agencies.

Bamfield OCP - Working with VIU on the draft OCP.

Staff attended the Somass Basin Water Management Committee meeting.

Union negotiations.

Mapping for Sproat Lake Fire Department

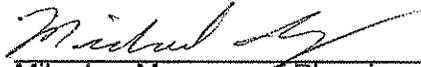
ICIS grant application to GEO BC to survey control reference points for cadastral mapping updates

Website updates and maintenance.

Regional Water Study.

Beaver Creek Water System mapping.

Bamfield Fire Dock application to Front Counter BC.



Mike Irg, Manager of Planning and Development

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
JUNE, 2012**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							2	696,000	2	525,800	1	527,500	5	1,749,300
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens	1	3,500							1	5,000			2	8,500
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous							1	1,000	4	73,000	1	6,000	6	80,000
<b>Totals</b>	<b>1</b>	<b>3,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>697,000</b>	<b>7</b>	<b>603,800</b>	<b>2</b>	<b>533,500</b>	<b>13</b>	<b>1,837,800</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
JUNE, 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	4	1,226,000	2	525,800	1	527,500	8	2,479,300
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	2	8,500	0	0	0	0	4	164,000	2	9,000	4	219,500	12	401,000
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	5	44,500	8	155,500	6	55,500	20	256,500
<b>Totals</b>	<b>2</b>	<b>8,500</b>	<b>1</b>	<b>5,000</b>	<b>2</b>	<b>201,000</b>	<b>16</b>	<b>1,609,500</b>	<b>13</b>	<b>695,300</b>	<b>12</b>	<b>1,802,500</b>	<b>46</b>	<b>4,321,800</b>

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
<b>WOODSTOVE INSPECTIONS</b>		<b>3</b>		<b>6</b>	<b>1</b>	<b>10</b>	<b>46</b>

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2011	81	6,169,377	120	9,221,498					
2010	82	13,809,078	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900





## MEMORANDUM

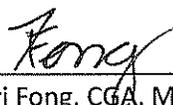
**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Date:** July 18, 2012  
**Subject:** Finance Department Staff Report

---

In addition to day-to-day activities, the finance department has been working on the following since the Board of Directors meeting on June 27, 2012:

- Beaver Creek Water System:
  - Transferred all balance forward amounts to our accounting software
  - Developed information pamphlet for the July billing
  - Conducted the July billing of the water tolls
- Set up Long Beach Airport tractor lease with Municipal Finance Authority and secured insurance
- Participated in the June 27<sup>th</sup> cost apportionment meeting with the CFO's from Yuulu?i?ath and Huu-ay-aht as well as the Ecoplan consultants and Ministry representatives
- Attended the wonderful tour of their community provided by Yuulu?i?ath and the July 11<sup>th</sup> Board meeting at the Hitacu Community Hall
- Developed a disconnection policy for the Bamfield Water System that was considered by the Bamfield Water Committee
- Assisted with the CUPE negotiations in providing background figures
- Met with Patty Edwards of the Alberni Valley Stakeholders Initiative to End Homelessness committee to discuss the VIHA grant funding initiatives

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

  
Teri Fong, CGA, Manager of Finance





## MEMORANDUM

**To:** Board of Directors  
**From:** Andy Daniel, A.Sc.T., Manager of Environmental Services  
**Date:** July 19, 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

- Culvert replacement project put out to tender.
- Worked with Genivar on Runway Rehabilitation project which is currently in progress.
- Secured concrete work on reservoir to secure access.
- Investigated reservoir cleaning and performed reservoir brushing.
- Placed concrete pilings on access roadway to pump station.
- Brush cutting and wildlife management program.
- Met with WC Committee.
- Met with Long Beach Golf Course owners to review lease agreement.

### AVRA

- Ditching completed around airport and lagoon.
- Brush cutting and tree removal on infield and around perimeter.
- Installed new access road to top of airfield.
- Removed beaver dam.
- Installed new culvert.
- Arranged for mowing of airfield for Thunder in the Valley

- Arranged for fence reinstatement.
- Reviewed Ministry of Forestry lease for renewal.

#### West Coast Landfill

- Investigate Leachate ditch remediation.
- Investigation into land clearing debris.

#### Alberni Valley Landfill

- Secured contractors for safety guard-rail system.
- Landfill fence repaired.
- Leachate line to lagoon repaired.
- Investigated gravel cover supply.
- Dug test holes in DL. 307 to establish gravel volume.

#### Bamfield

- Water Conservation material developed and included in Bamfield Water invoices.
- Put out request for quotes for Transfer Station Share Shed.
- West side garbage issue resolved.
- Finalized Bamfield Water System Operator contract.
- Site meeting with Technical Consultant regarding chlorination alarms and systems.
- Water main leak repair.
- Reservoir float repair.

#### Salmon Beach

- Salmon Beach septic system tender documents finalized and advertised.
- Met with Toquaht FN regarding Salmon Beach septic system.

#### Sproat Lake

- Cougar Smith Park water supply connection installation.
- Met with Invasive Species Council regarding awareness program for Sproat Lake.
- Sproat Lake Marine Patrol up and running at Sproat Lake Provincial Park.

- Claim and quarterly report submitted to Towns for Tomorrow for Harold Bishop Firehall Seismic upgrade.

#### City of Port Alberni

- Established Booster Pump site.
- Discussed city water supply for Beaver Creek.

#### Ucluelet

- Manager to attend meeting with City Council in July.

#### Beaver Creek

- Attended alarms regarding high water usage.
- Re-Installed service to 6131 Falls Road (leak).
- Repaired North Reservoir Tank leak.
- Avoided Boil Water Advisory caused by high turbidity on July 10<sup>th</sup>.
- Completed July water main flushing program.
- Working with new Beaver Creek personnel to review system and procedures.
- Continue to refine booster pump station plans.
- Acquired estimate for booster pump station engineering services.
- Met with Fire Chief and consultant to discuss seismic upgrade to Harold Bishop firehall for tender.
- Beaver Creek water main repair on Gordon Road.
- Kitsuksis Reservoir tender closing and awaiting award.
- Recycling schedules mailed out with water invoices.

#### General

- Reviewed all upcoming and current engineering projects with McGill Engineering.
- Continue to work with Consultant on project Long Beach Runway Rehabilitation project.
- Follow up on garbage and recycling inquiries.
- Stage 1 application for China Creek Bridge replacement accepted, Stage 2 to be submitted to ICET.

*Andy Daniel*

Submitted by:

Andy Daniel, A.Sc.T., Manager of Environmental Services



	2012 YEAR TO DATE ACTUAL	2012 ANNUAL BUDGET	PERCENTAGE OF BUDGET
<b>REVENUE</b>			
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	27,954	31,900	87.63%
Services provided to other governments	-	167,677	0.00%
Sale of services	1,370,022	2,811,800	48.72%
Other revenue	87,620	158,000	55.46%
Grants from other sources	1,035,923	5,077,077	20.40%
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%
<b>SUBTOTAL</b>	<b>5,812,959</b>	<b>15,759,472</b>	<b>36.89%</b>
<i>Transfers from Municipalities for</i> Municipal Finance Authority	\$ 396,722	\$ 648,591	61.17%
<b>TOTAL REVENUE</b>	<b>\$ 6,209,681</b>	<b>\$ 16,408,063</b>	<b>37.85%</b>



	2012 YEAR TO DATE ACTUAL	2012 ANNUAL BUDGET	PERCENTAGE OF BUDGET
<b>EXPENDITURES</b>			
Electoral Area Administration	\$ 33,133	\$ 2,693,107	1.23%
General Government Services	582,832	1,067,750	54.59%
Franklin Road Fire Protection	50	6,900	0.72%
Mountain Ranch Road Fire Protection	50	2,715	1.84%
Bamfield Fire Department	19,591	92,000	21.29%
Beaver Creek Fire Department	17,885	236,550	7.56%
South Long Beach Fire Protection	50	14,000	0.36%
Sproat Lake Fire Department	500	566,700	0.09%
Grandville Road Fire Protection	50	1,105	4.52%
E 9-1-1 Telephone System	255,935	264,000	96.95%
Port Alberni - Arena	57,915	238,348	24.30%
Building Inspection	92,015	212,500	43.30%
Noise Control-Beaver Creek	500	2,000	25.00%
Animal Control-Sproat Lake	50	3,100	1.61%
Emergency Planning-Alberni Valley	38,327	84,000	45.63%
Animal Control- Beaver Creek	50	3,000	1.67%
Emergency Planning-West Coast	3,776	12,890	29.29%
Beaver Creek Electoral Arena Contribution	1,375	27,661	4.97%
Cherry Creek Electoral Arena Contribution	1,375	23,408	5.87%
Sproat Lake Electoral Arena Contribution	1,375	34,758	3.96%
Noise Control- Cherry Creek	500	2,000	25.00%
Custom Transit	178,488	439,000	40.66%
Salmon Beach Sewage Disposal	26,655	66,450	40.11%
South Long Beach Street Lighting	361	750	48.13%
Arvay Road Street Lighting	568	1,150	49.39%
South Long Beach Bike Path	50	3,600	1.39%
Noise Control-Sproat Lake	500	2,000	25.00%
Alberni Valley Airport	44,901	150,000	29.93%
Tofino/Ucluelet Airport	125,039	4,451,508	2.81%
Alberni Valley Landfill and Bamfield	634,716	2,244,200	28.28%
West Coast Landfill	442,157	801,500	55.17%
Bamfield Community Park	517	6,100	8.48%
Sproat Lake Community Park	11,736	142,355	8.24%
South Long Beach Community Park	-	7,500	0.00%
Management of Development- Rural Area	150,629	427,500	35.23%
Regional Planning Services	46,643	152,500	30.59%
Regional Library	178,064	357,100	49.86%
Alberni Valley Tourism Marketing	17,252	2,500	690.08%
Regional Parks	1,394	13,633	10.23%
Salmon Beach Security	24,574	64,900	37.86%
Salmon Beach Garbage Collection	6,662	22,500	29.61%
Salmon Beach Recreation	5,243	29,400	17.83%
Salmon Beach Transportation	42,379	130,350	32.51%
Salmon Beach Water Supply	4,999	30,400	16.44%
Salmon Beach Power	16,985	71,000	23.92%
Alberni Valley Water Study	363	11,306	3.21%
West Coast Multiplex - Proposed	-	7,500	0.00%
Beaver Creek Water System	40,573	TBD*	TBD*
Bamfield Water System	56,032	172,911	32.41%
Millstream Water System	14,526	32,634	44.51%
Alberni Valley Health Network	2,808	TBD*	TBD*
Grant-in-Aids - Combined	15,848	311,403	5.09%
<b>SUBTOTAL</b>	<b>3,197,996</b>	<b>15,742,142</b>	<b>20.31%</b>
Transfer to MFA on behalf of Municipalities	396,722	648,591	61.17%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,594,718</b>	<b>\$ 16,390,733</b>	<b>21.93%</b>

\*The budgets for the Beaver Creek Water System and Alberni Valley Health Network are being reviewed

**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of July 18, 2012**

No.	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
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. 6 <sup>th</sup> 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. 22 <sup>nd</sup> 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 11 <sup>th</sup> 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.	June 27 <sup>th</sup> Board	Arrange a meeting of the ACRD Transportation Committee and place item (i) PA Port Authority Corr. – Improved highway access to Port Alberni on the agenda	Wendy	Arranging – September 2012
7.	June 27 <sup>th</sup> Board	Forward a letter supporting the resolutions from Town of Qualicum Beach and District of West Vancouver regarding protection of fish habitat in waterways and invite Dr. James Lunney, MP to meet with the ACRD Board to discuss the implications of Bill C-38 and federal initiatives impacting ACRD Communities	Wendy	Done – Request sent
8.	June 27 <sup>th</sup> Board	Arrange an Electoral Area Directors Committee meeting to discuss the Request for Decision and Letter from the Cherry Creek Improvement District regarding Gas Tax Funds	Wendy	Arranging

No.	Date	Action Item	Assigned to	Target Date/Update
9.	June 27 <sup>th</sup> Board	Forward a letter to Tseshaht First Nation congratulating their new Chief and Council on their recent election and forward a letter of thanks to former Chief Les Sam	Russell	Done
10.	June 27 <sup>th</sup> Board	Forward a letter of condolence to the family of the late Albert Irg, recognizing his years of service with the ACRD	Russell	Done
11.	July 9 <sup>th</sup> WCM Comm	Develop a plan and relevant bylaws to go to referendum in November 2012 for the WC Multiplex	Russell/Wendy	In Progress - August
12.	July 11 <sup>th</sup> Board	The Board authorized Director Bennett to attend the Tofino-Tla-o-qui-aht Higher Learning Initiative Strategy Session - Sept. 20 <sup>th</sup> - Advise of his attendance	Wendy	Done
13.	July 11 <sup>th</sup> Board	The Board approved the Huu-ay-aht First Nations Fire Services Agreement extension for a 2 month term - Advise HFN & BVFD and arrange a meeting to re-negotiate new contract	Russell/ Wendy	Agencies Advised - Arranging a meeting
14.	July 11 <sup>th</sup> Board	The ACRD Board approved the cost apportionment for HFN and YG participation in general government and RHD based on net taxable values - Forward for approval by the HFN and YG Councils	Russell/ Teri	In Progress
15.	July 11 <sup>th</sup> Board	Forward the correspondence on 2012 Provincial Nesika Awards to the West Coast Communities	Wendy	Done
16.	July 11 <sup>th</sup> RHD	Forward the correspondence from the City of PA to VIHA regarding Capacity issues to the Nu-u-chah-nulth Tribal Council	Wendy	Done
<b>Finance Department</b>				
17.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	Investigating
18.	April 25 <sup>th</sup> BD	Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1	Andrew	Drafting
19.	June 27 <sup>th</sup>	Organize a joint meeting with the Ministry	Teri	Arranging

No.	Date	Action Item	Assigned to	Target Date/Update
	Board	of Transportation, Ministry of Forests, Lands & Natural Resource Operations and ACRD staff to discuss the future of road maintenance in Salmon Beach		
20.	June 27 <sup>th</sup> Board	The Board authorized 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 – Apply for the permit	Teri	In Progress
21.	July 11 <sup>th</sup> Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	
<b>Environmental Services Department</b>				
22.	June 6/08	Barnfield Liquid Waste Management Infrastructure Planning Grant	Andy/Janice	Consultant secured – grant approved and work being reviewed
23.	Sept. 16/09 AV	Work with City of PA Staff or Engineer on Bell Road/Stuart Ave. Water	Andy/Janice	Grant approved
24.	Oct. 1/09	East Barnfield Waste Transfer Site Re-use shed at Waste Transfer Site	Rob/Andy	Bids in progress
25.	Apr. 6/10	West Barnfield Harbour Authority Dock Improvements (ICET)	Andy/Janice	Work to be completed in 2012 – In Progress
26.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
27.	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)
28.	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
29.	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
30.	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
31.	May 11/11 AV Comm	Investigate with the Tsehaht First Nation possible resource recovery at the AV Landfill	Andy	Investigating
32.	March 14 <sup>th</sup> COW	The Board passed a resolution to nominate the Sproat Lake Marine Patrol Program for an award through UBCM Excellence Program – Prepare and submit nomination documents	Janice	August 2012
33.	March 28 <sup>th</sup> 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 – To be determined December 2012, developing short term solution to boil water advisories
34.	April 11 <sup>th</sup> 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	Meeting July 6 <sup>th</sup> – Report forthcoming
35.	April 11 <sup>th</sup> BD	Investigate options for dumping land clearing debris on the West Coast	Andy/John	In Progress
36.	May 9 <sup>th</sup> 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	Stage II approval
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	Tender preparation
38.	June 13 <sup>th</sup> BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy/Janice	In Progress
39.	June 27 <sup>th</sup> Board	Forward a letter to the City of Nanaimo supporting the Nanaimo Airport increased services	Andy	Completed
40.	June 27 <sup>th</sup> Board	Submit a Community Excellence Award application for the Maa-nulth Treaty Process	Janice	In Progress
41.	July 9 <sup>th</sup>	Investigate options for renting out the new tractor at	Andy	

No.	Date	Action Item	Assigned to	Target Date/Update
	WC Comm	the Long Beach Airport to the West Coast Communities		
<b>Planning Department</b>				
42.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2012
43.	June 1/09	Bamfield OCP Review	Mike	Draft to APC in August
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 <sup>st</sup> EA Directors	Conduct a review of Building Permit Fees	Mike	July 2012
50.	March 14 <sup>th</sup> COW	Review the ACRD's procedures, timelines & bylaws for dealing with bylaw infractions and investigate possible changes for consideration by the Board	Mike/ Alex	August 2012
51.	April 11 <sup>th</sup> 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
52.	June 13 <sup>th</sup> 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.	July 11 <sup>th</sup> Board	The Board passed a resolution instructing staff to investigate grant opportunities for trail construction in Bamfield and explore partnership with the Huu-ay-aht First Nation – Investigate	Mike	Investigating Grants





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

Date	Meeting	Time & Location	Attendees
Tuesday, August 7 <sup>th</sup>	Uchucklesaht First Nation & EcoPlan International	10:30 am - 5323 River Road	Russell, Glen
Wednesday, August 8 <sup>th</sup>	Toquaht Nation & EcoPlan International	9:30 am - Ucluelet 1971 Peninsula Road	Russell, Glen
	Board of Directors Meeting	1:30 pm - Location to be announced	Directors, Senior Staff
	Regional Hospital District Meeting	Immediately following above	Directors, Senior Staff
Wednesday, August 22 <sup>nd</sup>	Board of Directors Meeting	1:30 pm - ACRD Board Room	Directors, Senior Staff

Issued: July 18, 2012



## Chairperson's Report – July 2012

The following is a list of my activities as Chairperson for the Alberni-Clayoquot Regional District for the month of June/July 2012.

On June 28, 2012, I attended a Alberni-Clayoquot Regional District Health Network Roundtable at the Barclay Hotel. Our new Health Network Co-ordinator Tannis Dagert was introduced. Discussion centered on Global Health Topics in our Region

I attended the June 28<sup>th</sup> ADSS graduation ceremony, congratulated and gave best wishes on behalf of the ACRD to the 245 Graduates in the Class of 2012.

I was part of EcoPlan International's Video Interview towards the wrap up of "Best Practices for Treaty Implementation."

On July 6, 2012 I met with Patty Edwards, Chair, Alberni Valley Stakeholders Initiative to End Homelessness (AVCSI) to discuss VIHA grant funding initiatives.

I attended a tour with the Port Alberni Port Authority and Ed Fast, Federal Minister of International Trade showcasing what our region has to offer. After the tour there was a discussion on concrete ways to deepen Canada's trade and investment ties in the Asia-Pacific region.

On July 11, 2012, I attended an Alberni-Clayoquot Regional District Board of Directors meeting in Hitacu, BC. Thank you to Director McCarthy and his Government for hosting us. Wonderful projects towards economic development. Wishes for much success in the future.

I attended an Island Corridor Foundation meeting in Nanaimo. The Alberni-Clayoquot Regional District was asked to contribute dollars to the east coast rail line. I explained that it would be a hard sell when our west coast spur line is not included and invited Graham Bruce to make a presentation to the ACRD.

I attended a meeting in Victoria with Premier Christy Clark and the Deputy Minister of Transportation and Infrastructure along with representatives from the City of Port Alberni and the Port Alberni Port Authority. Discussions centered around a need of an Inland Highway Connector, a tie into City ring road and the need for expansion at the harbour for containers. This was a productive meeting.

Respectfully,

Glenn Wong, Chair  
Alberni-Clayoquot Regional District

m:\tracy\2012\july 2012 chair report.docx

