



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING
WEDNESDAY, AUGUST 8, 2012, 1:30 pm
Char's Landing, 4815 Argyle Street, Port Alberni, BC

AGENDA

PAGE #

1. CALL TO ORDER

2. APPROVAL OF AGENDA

(motion to approve, including late items)

3. DECLARATIONS

(conflict of interest or gifts)

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – July 25, 2012

1-10

THAT the minutes of the Board of Directors meeting held on July 25, 2012 be adopted.

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Sgt. Dave Paddock, Uniform Division Commander of the Port Alberni RCMP Detachment, Update regarding Issues and New Personnel

THAT Sgt. Dave Paddock from the Port Alberni RCMP Detachment be invited to address the Regional District Board.

b. Graham Bruce, Executive Director, Island Corridor Foundation, Update regarding Railway

THAT Graham Bruce from Island Corridor Foundation be invited to address the Regional District Board.

6. CORRESPONDENCE FOR ACTION

a. REQUEST FOR APPLICATION FOR C2C

UBCM Member Release July 26, 2012, Application for 2012/2013
Regional Community to Community Forum Program

11-12

(Board Direction requested)

- b. **REQUEST FOR INPUT** **13-14**
Federal Electoral Boundaries Commission for BC, Redistribution of
Federal Electoral Area Boundaries in BC

(Board Direction requested)

7. CORRESPONDENCE FOR INFORMATION

- a. **PRIVATE MANAGED FOREST LAND COUNCIL** **15-16**
Meetings during the UBCM Convention location to be determined
- b. **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE
OPERATIONS** **17-20**
New economic opportunities for Hupacasath First Nation
- c. **CHERRY CREEK FIRE DEPARTMENT** **21-22**
50 year celebration thank-you
- d. **MINISTER OF ENVIRONMENT** **23-24**
Letter regarding ACRD support for the designation of lighthouses under
the Heritage Lighthouse Protection Act
- e. **UBCM**
Gas Tax Agreement Community Works Fund Payment **25-26**
Local Government Contract Management Committee Meeting **27-38**
- f. **CITY OF CRANBROOK** **39-40**
Protection of Fish Habitat in Waterways
- g. **CITY OF NEW WESTMINSTER** **41-42**
Proposed Amendment to Local Government Act
- h. **MUNICIPAL FINANCE AUTHORITY OF BC** **43-44**
Notice of Semi-Annual Meeting of the Members
- i. **AVICC** **45-60**
Fortis BC Energy Utilities Common Rates, Amalgamation and Rate
Design Application – Project No. 3698652
- j. **ISLAND COASTAL ECONOMIC TRUST** **61-62**
Economic Infrastructure Capacity and Optimism Building Annual Report
2011/2012 (Report held in office)

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **63-68**
Adoption – Bylaw E1054, Beaver Creek Water System Local Service Area
Establishment

h. **MEMORANDUM**

129-154

Bylaw PS1055-5 Building Bylaw – Building Permit Fees

THAT Bylaw PS1055-5, Building Bylaw – Building Permit Fees be read a first time.

THAT Bylaw PS1055-5, Building Bylaw – Building Permit Fees be read a second time.

THAT Bylaw PS1055-5, Building Bylaw – Building Permit Fees be read a third time.

9. PLANNING MATTERS

10. REPORTS

10.1 STAFF REPORTS

155-160

a. Staff Action Items Report – August 1, 2012

THAT the Board of Directors receives the Staff Reports for August 1, 2012.

10.2 OTHER 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. information that is prohibited from disclosure under Section 21 of the Freedom of Information and Privacy Act.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

**Next Board of Directors Meeting: Wednesday, August 22, 2012 1:30 pm
Char's Landing, 4815 Argyle Street,
Port Alberni, BC**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 25, 2012

House of Huu-ay-aht, 171 Nookemus Road, Anacla, 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)
Wayne Crowley, Alternate Director, 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, Alternate Director, Councillor, City of Port Alberni
Perry Schmunk, Mayor, District of Tofino
Bill Irving, Mayor, District of Ucluelet

REGRETS: Alan McCarthy, Member of Legislature, Yuułu?it?ath 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 1:30 pm.

The Chairperson thanked Director Jack and the Huu-ay-aht First Nations for hosting the ACRD Board meeting in their community this afternoon.

2. APPROVAL OF AGENDA

MOVED: Director Solda

SECONDED: Director Irving

THAT the agenda be approved as circulated with the addition of the following late items: board remuneration bylaw and meeting at UBCM regarding float homes.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Regional Fisheries Resource Committee Meeting – June 27, 2012

MOVED: Director Irving
SECONDED: Director Bennett

THAT the minutes of the Regional Fisheries Resource Committee meeting held on June 27, 2012 be adopted.

CARRIED

b. Board of Directors Meeting – July 11, 2012

MOVED: Director Geall
SECONDED: Director Schmunk

THAT the minutes of the Board of Directors meeting held on July 11, 2012 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

a. RCMP, July 11, 2012, regarding Request for Change of Stop Sign.

MOVED: Director McNabb
SECONDED: Director Solda

THAT the Board of Directors forward the letter from the RCMP regarding a stop sign change to the Ministry of Transportation and Emcon Services requesting that they follow through with the RCMP recommendation.

CARRIED

b. Honourable Ida Chong, Minister, July 2012, Community, Sport and Cultural Development, regarding Invitation to meet with the Minister at UBCM.

MOVED: Director Bennett
SECONDED: Director Solda

THAT the Board of Directors schedule a meeting with the Honourable Ida Chong, Minister of Community, Sport and Cultural Development at the 2012 UBCM

Convention to discuss lessons learned from the conversion of the Beaver Creek Improvement District and the Maa-nulth Treaty Implementation.

CARRIED

- c. **Ministry of Community, Sport and Cultural Development, July 18, 2012, regarding Deadline for Request for Meetings with Ministers at UBCM.**

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors request a meeting at the 2012 UBCM Convention with the Minister of Forests, Lands and Natural Resource Operations to discuss illegal occupation fees charged to float homes in Barkley Sound.

CARRIED

- d. **Charlene Patterson, Char's Landing, July 13, 2012 regarding a Request for Extended HandiDart Service for Saturday, August 4, 2012 for the Main Centennial Homecoming Day.**

MOVED: Director Solda

SECONDED: Director Bennett

THAT the Board of Directors receive the letter and refer back to the Centennial Committee.

CARRIED

- e. **Vancouver Island Economic Alliance, July 19, 2012, regarding Invitation to Attend State-of-the-Island Economic Summit, October 15-16, 2012, Nanaimo, BC.**

MOVED: Director Bennett

SECONDED: Director Solda

THAT the Board of Directors appoint Chairperson Wong or his designate to attend the State of the Island Economic Summit scheduled for October 15-16, 2012 at the Vancouver Island Conference Centre, Nanaimo, BC.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. City of Langley, regarding Medical Emergency Service Alarm Calls Cost Recovery
- b. District of Kitimat regarding Persons with Disabilities Benefit
- c. UBCM regarding Major Industrial Property Taxation Study Released
- d. BCGEU regarding Privatization of BC Liquor Distribution Branch

- e. Community Energy Association regarding Community Energy Association Publications
- f. District of Kent/City of Quesnel regarding Protection of Fish Habitat in Waterways
- g. City of Port Moody regarding Council Position on Increased Oil Tanker Traffic
- h. Foreign Affairs and International Trade Canada regarding Thank you and Trade Commissioner Service Introduction
- i. Powell River Regional District regarding Ferry Initiatives
- j. UBCM regarding Deadline for 2012 UBCM Community Excellence Awards

MOVED: Director McNabb

SECONDED: Director Bennett

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Fisheries Resource Committee – Terms of Reference**

MOVED: Director McLeman

SECONDED: Director Bennett

THAT the Board of Directors approve the revised Terms of Reference for the Fisheries Resource Committee as presented.

CARRIED

- b. **Request for Decision regarding Building Bylaw No. PS1005-4 – Fees Review**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Board of Directors direct staff to amend Schedule A of the Building Bylaw No. PS1005-4 to reflect the proposed increase in building fees after a public notification period.

CARRIED

- c. **Request for Decision regarding Cherry Creek Waterworks District Requesting Gas Tax Funds**

MOVED: Director McNabb

SECONDED: Director Solda

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.

CARRIED

d. Request for Decision regarding VIHA Homelessness Grant

MOVED: Director Irving

SECONDED: Director Solda

THAT the 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.*

CARRIED

e. Request for Decision regarding Kitsuksis Reservoir

MOVED: Director Irving

SECONDED: Director Cote

THAT the Board of Directors 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.

CARRIED

f. Administrative Memo regarding Alberni-Clayoquot Health Network Budget June 1, 2012 – May 31, 2014

MOVED: Director Bennett

SECONDED: Director Solda

THAT the Board of Directors of the Alberni-Clayoquot Regional District receive this memorandum and request the Alberni-Clayoquot Health Network Coordinator to arrange all meetings cost effectively.

CARRIED

f. Request for Decision regarding Application for Funding for Cougar Smith Park Baseball Field and Tennis Court.

MOVED: Director Solda

SECONDED: Director Irving

THAT the Board of Directors submit an application for \$35,000.00 in funding to the Community Infrastructure Improvement Fund (CIIF) for the repair of the tennis courts and baseball field at Cougar Smith Park.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

**a. DVC12003, Maibach, 1021 Beach Road
Development Variance Application – Memo & Permit
Correspondence Received**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Board of Directors pass a resolution to issue Development Variance Permit DVC12003.

CARRIED

9.2 ALL DIRECTORS

**a. Comox Valley Official Community Plan Amendment Referral
OCP Referral – Memo**

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Board of Directors concur with staff recommendation to respond to the Comox Valley Regional District OCP amendment bylaw as Interests Unaffected.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report - July 18, 2012
- b. Planning and Development Report - July 18, 2012
- c. Building Inspector's Report – June 2012
- d. Environmental Services Manager Report – July 19, 2012
- e. Financial Report – July 18, 2012
- f. Financial Statements – June 30, 2012
- g. Staff Action Items Report July 18, 201
- h. Revised Meeting Schedule – August 2012

MOVED: Director Bennett

SECONDED: Director McNabb

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 CHAIR REPORT

- a. July 2012

MOVED: Director Geall

SECONDED: Director McLeman

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

CARRIED

10.4 MEMBER REPORTS

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

Director Cote reported the Vancouver Island Regional Library is in budget discussions. A 9.8% budget increase is proposed for 2013.

- d. **Central West Coast Forest Society – T. Bennett**

Director Bennett reported the Central West Coast Forests Society is looking at expanding areas and developing a community forest restoration plan.

- e. **Emergency Planning – P. Cote/M. Kokura/C. Solda - No Report**
- f. **Alberni Valley Chamber of Commerce – G. Wong - No Report**
- g. **Coastal Communities Network – T. Bennett**

Director Bennett reported that a Coastal Communities Network meeting is being arranged in conjunction with the 2012 UBCM Convention on the Monday.

- h. **West Island Woodlands Advisory Group – J. Jack - No Report**
- i. **Island Coastal Economic Trust – G. Wong – No Report**
- j. **Air Quality Council, Port Alberni – J. McNabb - No Report**
- k. **West Coast Aquatic Board – T. Bennett**

Director Bennett reported there is a West Coast Aquatic Board Meeting Thursday, July 26.

- l. **Clayoquot Biosphere Trust – No Report**
- m. **Association of Vancouver Island & Coastal Communities – C. Solda - No Report**
- n. **Beaver Creek Water Advisory Committee – J. McNabb**

Director McNabb reported a meeting was called for Monday, July 23 however only one committee member was available to attend so it was postponed.

MOVED: Director Irving
SECONDED: Director Solda

THAT the Board of Directors receives the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

MOVED: Director Bennett
SECONDED: Director McNabb

*THAT the Board of Directors allow the following for consideration as a late item:
tender policy review.*

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the Board of Directors instruct staff to review the ACRD Purchasing Policy and investigate options for flexibility in awarding tenders to local contractors or bidders.

CARRIED

MOVED: Director Solda

SECONDED: Director Irving

*THAT the Board of Directors allow the following for consideration as a late item:
discussion regarding the Board Remuneration Bylaw and Directors on leave.*

CARRIED

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Bennett

SECONDED: Director Cote

THAT the meeting be closed to the public 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.*

CARRIED

The meeting was closed to the public at 2:48 pm.

The meeting was re-opened to the public at 3:15 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Solda

SECONDED: Director McNabb

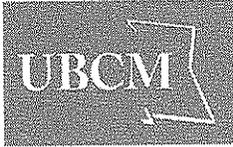
THAT this meeting be adjourned at 3:16 pm.

CARRIED

Certified Correct:

Glenn Wong,
Chairperson

Russell Dyson,
Chief Administrative Officer



MEMBER RELEASE

July 26, 2012

TO: Local Government Mayors, Chairs, and Administrators
BC First Nations Chiefs and Administrators

FROM: Local Government Program Services, UBCM and First Nations Summit

RE: **2012/13 (Summer) Regional Community to Community Forum Program**

The Union of BC Municipalities and First Nations Summit are pleased to announce that applications are now being accepted for the summer intake of the 2012/13 Regional Community to Community (C2C) Forum program.

To qualify for funding, a C2C Forum must include dialogue between neighbouring First Nation and local government elected officials and must work toward one or more of the objectives:

- Educating and informing the participating governments about current issues in relationships between the First Nations and local governments.
- Providing a forum for dialogue on a specific concern or topical issue.
- Strengthening relationships and fostering future co-operative action by building stronger links between First Nation and local government elected officials and staff.
- Determining opportunities for future collaboration and joint action.

The Program & Application Guide and Application Form are available on-line now. Please visit the Funding Programs section at www.ubcm.ca or www.fns.bc.ca.

The application deadline is Friday, September 14, 2012 for events up to March 31, 2013.

This is an exciting opportunity to build relationships between local governments and neighbouring First Nations and we invite you to respond by organizing an event in your area.

For more information, please contact Local Government Program Services at (250) 356-5134 or lgps@ubcm.ca

Please make copies of this circular and distribute to Council/Board Members and Staff

Wendy Thomson

From: Commission office - BC-CB [BC-CB@rfed-rcf.ca]
Sent: Tuesday, July 31, 2012 2:01 PM
To: Commission office - BC-CB
Subject: Redistribution of Federal Electoral Boundaries in BC - Information for Mayor and Council, Chairperson and Directors

Importance: High

Attention: Mayor and Council; Chairperson and Directors

The Federal Electoral Boundaries Commission for British Columbia is proposing a new map of federal electoral districts in BC. The number of electoral districts has increased from 36 to 42. The boundaries of almost all the federal electoral districts in BC have changed and these changes may affect your community.

Maps of the proposed new federal electoral districts can be consulted on our website: www.federal-redistribution.ca

The website features a map viewer that allows users to zoom to street level to see the proposed maps in great detail. Users can save copies of these maps as PDF files on their computer and/or print them. The text of the Commission's Proposal can be downloaded from the website and printed.

Public hearings will be held across BC in September and October to encourage public input on the redistribution of federal electoral districts in BC. Information about the public hearings can be found on our website. People can register to speak at a public hearing using the form on our website or by mail to our address below. The deadline to register to speak at a public hearing is August 30, 2012.

Written submissions and comments will be accepted by the Commission until October 18, 2012. These written comments can be sent to this email address or mailed to our address below.

Federal Electoral Boundaries Commission for British Columbia
#301 - 1095 West Pender Street
Vancouver, BC V6E 2M6

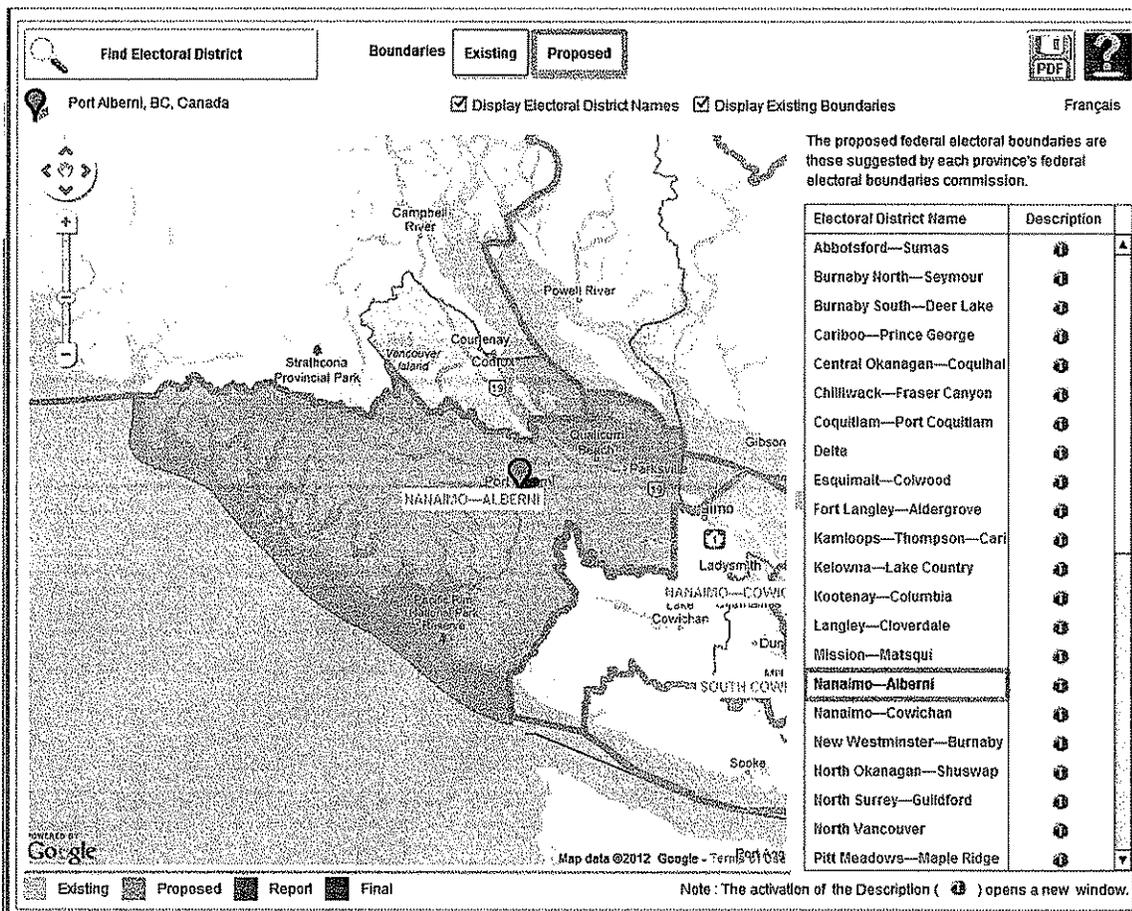
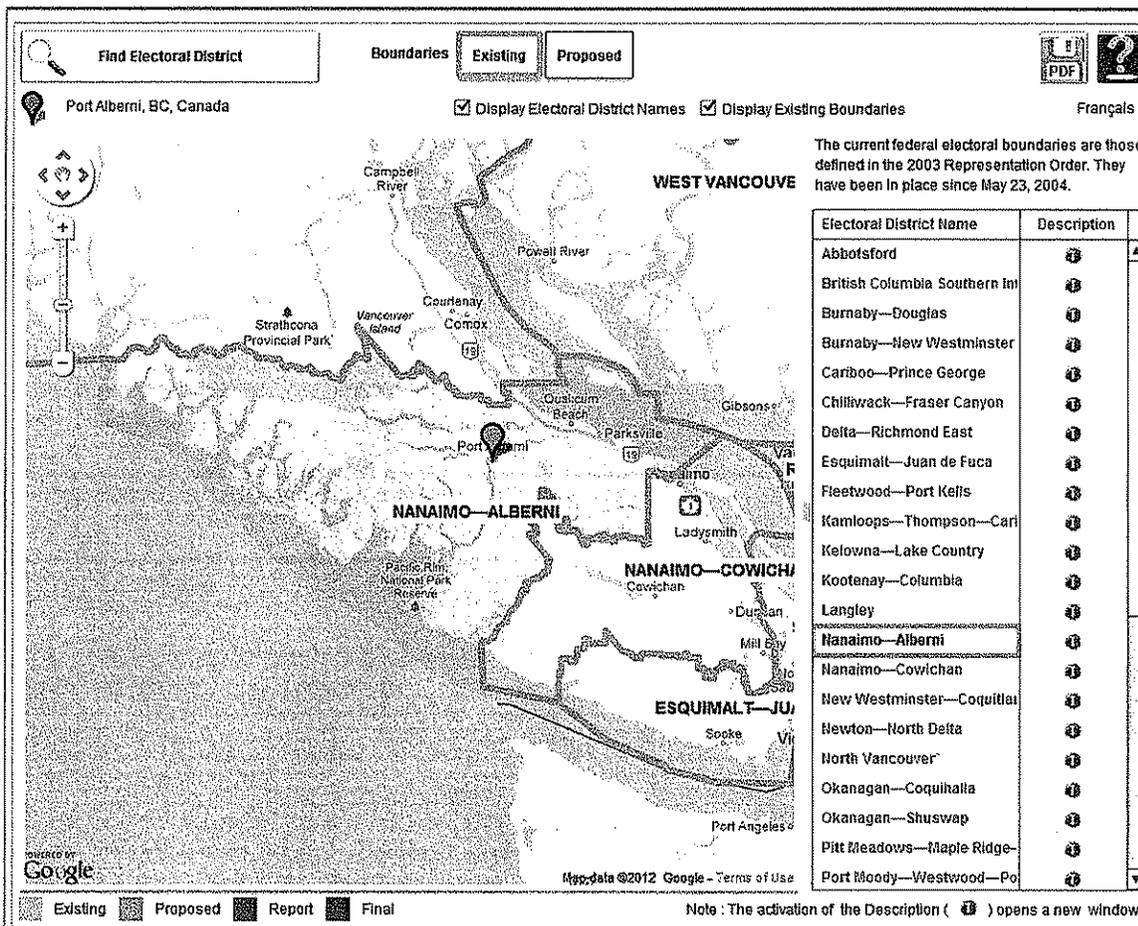
The Proposal is set to be published in the *Canada Gazette* on August 4, 2012. Starting on August 4, newspapers across BC will contain advertisements or advertising inserts alerting the public to the proposed changes in the federal electoral boundaries in BC and informing them how they can participate.

Thank you for sharing this information as widely as possible in your communities. Please do not hesitate to contact the Commission with your comments and suggestions.

Best regards,
Susan McEvoy

Secretary
Federal Electoral Boundaries
Commission for British Columbia

Secrétaire
Commission de délimitation des
circonscriptions électorales fédérales
pour la Colombie-Britannique



Wendy Thomson

From: Mike Irg [mirg@acrd.bc.ca]
Sent: Wednesday, July 25, 2012 8:36 AM
To: Russell Dyson; Wendy Thomson
Subject: FW: meeting private managed forest land council

Did you receive this? Our Board will be interested in meeting.
Mike

From: Private Managed Forest Land Council [<mailto:office@pmflc.ca>]
Sent: Monday, July 23, 2012 12:46 PM
To: execdirec@pmflc.ca
Subject: meeting private managed forest land council

This message is directed to local government administrators and planners for areas that include managed forest land within the jurisdictions.

The Private Managed Forest Land Council is considering setting up meet & greet sessions with local government administrators and staff who are interested in discussing the Managed Forest Program or issues around managed forest land. The meetings would take place in Victoria during the week of the UBCM Convention, September 24 – 28, at a location convenient to the Convention.

Please respond if you or other parties in your organization would be interested in meeting council members, and suggest the best time for you.

Meeting times and locations will be determined by the end of August.
We look forward to meeting with you.

Stuart Macpherson
Executive Director
Private Managed Forest Land Council
PO Box 31059
314- 3980 Shelbourne Street
Victoria, BC V8N 6J1
email: execdirec@pmflc.ca web: www.pmflc.ca
Tel :250 386 5737 Fax 250 721 3392

NEWS RELEASE

For Immediate Release

Ministry of Forests, Lands and Natural Resource Operations
Hupacasath First Nation

New economic opportunities for Hupacasath First Nation

PORT ALBERNI – The Hupacasath First Nation have signed an agreement with the B.C. government giving the First Nation access to new, sustainable economic opportunities that reflect their traditional values.

Today's agreement will provide the Hupacasath First Nation access to timber through several small, area-based tenures and also allows for the development of new tourism opportunities. By providing dedicated tenures the government is supporting the First Nation's goal of being a partner in economic development and better resource management.

The agreement includes:

- A First Nation Woodland Licence at Great Central Lake of approximately 800 hectares. This licence will allow the Hupacasath First Nation to manage areas of historical significance.
- A short-term Non-Replaceable Forest Licence of 20,000 cubic metres at Great Central Lake.
- One new woodlot tenure at Sproat Lake and an expansion of the Hupacasath Woodlot Licence 1902.
- Recreational and sustainable tourism opportunities at Great Central Lake.
- Exploring opportunities to protect cultural resource features on Thunder Mountain.
- The establishment of additional Old Growth Management Areas within the Great Central Lake landscape unit, to protect a longer term supply of cultural cedar.
- A collaborative decision-making process to create an environment for meaningful, effective and efficient consultation.
- \$305,000 over five years to support the Hupacasath First Nation's consultation capacity within their traditional territory.

The opportunities outlined in the agreement will be implemented over the next three years.

Under 'Canada Starts Here: The BC Jobs Plan', the provincial government is committed to advancing and concluding agreements with First Nations to provide certainty for investors and more opportunities for Aboriginal communities and families.

Quotes:

Steve Thomson, Minister of Forests, Lands and Natural Resource Operations:

“This agreement shows that when we work together we can reach solutions that respect traditional values and respond to the needs of today’s communities.”

Chief Steve Tatoosh, Hupacasath First Nation:

“I am pleased with the completion of this accommodation agreement. The agreement will provide many new opportunities for Hupacasath in forestry, tourism and other initiatives, all of which will lead to much needed job creation.

One of the cornerstones of the accommodation agreement is the formation of a Collaborative Forest Council, which will allow us to be proactive in the protection of our culture, land and our environment, and doing so in a way that is less costly and more efficient than going through the courts.”

Robert Duncan, Chief Negotiator and CEO, Hupacasath First Nation:

“This agreement will result in a more productive relationship with government and will give us tools needed to achieve Hupacasath’s Land Use Plan as well as provide opportunities to pursue economic independence”.

Quick Facts:

- This agreement accommodates Hupacasath First Nation for the 2004 removal of private land from Tree Farm Licence 44 and is in accordance with the 2005 and 2008 decisions of BC Supreme Court Justice Smith that there is an accommodation of Hupacasath’s interests.
- The Hupacasath First Nation has been an active participant in the forest industry for over a decade, and currently operates a woodlot licence near Port Alberni.
- In March 2009, the B.C. Government signed a five-year Forest and Range Opportunity Agreement with the Hupacasath First Nation, through which they have received over \$370,000 from the province.
- The traditional territory of the Hupacasath First Nation is in the Alberni Valley, on the west coast of Vancouver Island.

Learn More:

Hupacasath First Nation: <http://www.hupacasath.ca/>

First Nations Forestry Agreements:

http://www.newrelationship.gov.bc.ca/agreements_and_leg/forestry.html and

http://www.for.gov.bc.ca/HAA/FN_Agreements.htm

BC Jobs Plan: <http://www.bcjobsplan.ca/>

Contact:

Brennan Clarke
Media Relations
Ministry of Forests, Lands and Natural Resource Operations
250 356-5261

Robert Duncan
CEO
Hupacasath First Nation
250 720-5688



CHERRY CREEK FIRE DEPARTMENT

5920-B CHERRY CREEK RD. PORT ALBERNI, B.C. V9Y 8R7

WATER BOARD OFFICE ~ 250-723-2214 / FIRE HALL 250-723-2254 / FAX ~ 250-723-0225

July 25, 2012

Board of Directors
Alberni Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3



Dear Directors,

The Cherry Creek Fire Department hosted a celebration on the 21st of July 2012 to commemorate its 50th year of operation. Cherry Creek Fire Department is proud of the commitment that the volunteers have shown over the past fifty years and celebrated with the community to show their appreciation to the community of Cherry Creek.

There were events throughout the day including demonstrations from newer members of some of the firefighter evolutions that Cherry Creek Fire Department participated in and at one time hosted.

There were also hamburgers and hotdogs for members of the community to enjoy as they wandered through the open house with static displays of today and yesteryear.

Cherry Creek Fire Department reached out to all of the retired honouraries and their spouses to help celebrate this event with a dinner, and a dance.

The Cherry Creek Fire Department would like to thank the Regional District Board and the Cherry Creek representative for the donation of \$ 2,000.00 that helped in covering some the costs of this event.

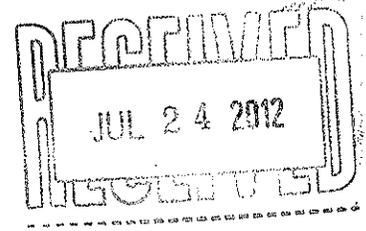
Yours Truly,

Mike Sparrow
Fire Chief
Cherry Creek Fire Department



Ottawa, Canada K1A 0H3

JUL 16 2012



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

Dear Mr. Wong:

Thank you for your letter of May 15, 2012, expressing the Alberni-Clayoquot Regional District's support for the designation of the Estevan Point, Lennard Island, Amphitrite Point, Pachena Point, Carmanah Point and Cape Beale lighthouses under the *Heritage Lighthouse Protection Act*.

The Historic Sites and Monuments Board of Canada (HSMBC) acts as my advisory committee under the Act and will recommend which lighthouses should be designated as heritage lighthouses, taking into account specially-designed designation criteria that help to identify and articulate a lighthouse's historical, architectural and community values. The HSMBC will be informed of the Alberni-Clayoquot Regional District's support for these nominations.

The stipulation in the Act relating to surplus lighthouses must be observed. Under the Act, a surplus lighthouse that meets the designation criteria can be designated only if a person or body submits a written commitment to buy or otherwise acquire the lighthouse and to protect its heritage character. Of the six lighthouses you mention, this stipulation applies only to the Amphitrite Lighthouse, which appears on the surplus list published by Fisheries and Oceans Canada.

Thank you for your interest in protecting and conserving Canada's maritime heritage.

Sincerely,

The Honourable Peter Kent, P.C., M.P.



100 2 100

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:



Gas Tax/Public Transit
Management Services
Secretariat

Local Government House
525 Government
Victoria BC V8V 0A8

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

Website:

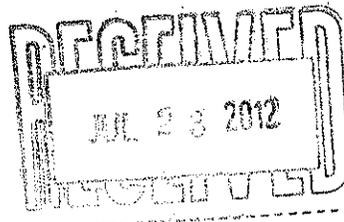
www.ubcm.ca
under
Funding Programs/
Gas Tax Fund/
Programs

Gas Tax/Public Transit Management Services

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

July 18, 2012

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



Dear Chair & Board:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2012. An electronic transfer of \$226,034.56 is expected to occur on July 25, 2012. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see Addendum #1 of your Agreement).

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

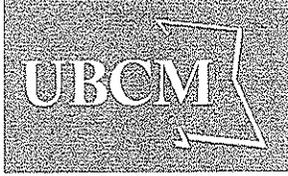
Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and on our web site at www.ubcm.ca.

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

Sincerely,

Heath Slee
President

pc: Teri Fong, Chief Financial Officer



MEMBER RELEASE

July 20, 2012

TO: Mayor & Council | Chair & Board | Senior Staff
FROM: UBCM Secretariat
RE: **LOCAL GOVERNMENT CONTRACT MANAGEMENT
COMMITTEE MEETING**

The purpose of this member release is to provide information on the meeting of the Local Government Contract Management Committee (LGCMC) that was held on July 10, 2012 at the UBCM office in Richmond.

The LGCMC dealt with the following matters:

Meeting with Deputy Commissioner Callens, Commanding Officer of "E" Division
Deputy Commissioner Callens, Commanding Officer of "E" Division, attended the July 10 meeting with members of his senior management team. He emphasized the value of contract policing and the commitment of the RCMP to work with municipalities to develop the new partnership and engage in meaningful consultation. He also answered questions from LGCMC members. The Deputy Commissioner's current focus is on ensuring public safety, police accountability in cases of misconduct and the implementation of the RCMP's Respectful Workplace Action Plan (see attached). The Deputy Commissioner will be a regular attendee at future LGCMC meetings.

UBCM Convention

The LGCMC proposed organizing a presentation for the UBCM Convention in Victoria this September to update Local Governments on the RCMP contract and activities of the LGCMC to date.

RCMP Contract Management Committees

The LGCMC agreed to strike a Standing Committee to develop the Municipal Police Unit Agreement Companion Document. The LGCMC will work with UBCM to form the Standing Committee to ensure broad representation from Local Governments. The Provincial Government has completed a draft of the Companion Document and, once established, the first task of the Standing Committee will be to provide feedback and refine the draft document.

The LGCMC Finance Sub-Committee and the RCMP shared a proposed format for reporting the cost impacts of the compensation package, new contract costs and Federal budget reductions. Notably, the unanticipated impacts of the compensation package (shift premium, senior constable allowance, etc.) are not

significant. Based on feedback from the LGCMC, the RCMP will prepare spreadsheets outlining the anticipated impact of the new contract for each municipality, noting that some items still require resolution. The RCMP is still working to quantify cost savings announced by the Federal Government.

RCMP Headquarters - Green Timbers

The Provincial Government notified the LGCMC it will start discussions with the Federal Government about the new RCMP Headquarters building known as 'Green Timbers' this fall. The Provincial Government assured the LGCMC that 'costs per RCMP member' or any other aspects of financial responsibility for the building have not been discussed and no commitments have been made. The Provincial Government will work with UBCM on this issue and has asked UBCM to appoint three representatives to aid in the discussions. Local Government representatives indicated that Local Governments should not pay for capital or the cost of accommodating divisional administration staff (because the RCMP did not charge for divisional administration accommodations in the past).

Integrated Teams

The Provincial Government informed the LGCMC the Integrated Homicide Investigation Team (IHIT) has changed from a 90/10 cost-share arrangement to a 70/30 cost share arrangement, effective April 1, 2012.

Federal/Provincial/Territorial Contract Management Committee

The LGCMC co-chairs provided an overview of the Federal/Provincial/Territorial Contract Management Committee meeting that occurred in early June. They were pleased by the excellent turnout of high-ranking officials from the Federal Government and the RCMP (including the Commissioner of the RCMP) and were optimistic about the positive tone of the meeting. A number of sub-committees were struck, such as Directed Reviews of National Programs, Finance and Real Property. The LGCMC will be provided with updates of the activities of those sub-committees at future meetings.

Federal Government – RCMP Act Amendments

The LGCMC discussed changes to the *RCMP Act* that allow for the modernization of the RCMP's disciplinary process. The Deputy Commissioner was able to describe the constructive effect the changes will have in BC. In late June, Minister Toews provided a briefing to selected individuals in BC and invited feedback from provinces, territories and municipalities (see attached backgrounders by accessing:

<http://www.publicsafety.gc.ca/media/nr/2012/nr20120620-eng.aspx>).

Please send feedback to Kimberley McLean at Kimberley.McLean@gov.bc.ca by August 10, 2012.

UBCM Contact

If you or your Local Government has any comments about the information contained in this communication, please forward your comments to Ken Vance at the UBCM Offices in Richmond at 604-270-8226 (ext. 114) or at kvance@ubcm.ca.

RCMP Contract

Local Government Contract Management Committee

Background:

The Provincial Government and UBCM established a Local Government RCMP Contract Management Committee (LGCMC) to:

- provide a forum for consultation, analysis and communication between Local Government and the Provincial Government regarding the management of the Agreement under which the RCMP provide local police services in BC;
- analyze and respond to changes that may be proposed from time to time by the Federal government and/or the RCMP; and
- recommend changes to the Federal government and/or the RCMP that may be considered necessary or appropriate.

Representatives are appointed by UBCM and include:

- Clayton Pecknold, Assistant Deputy Minister of Policing and Security Programs and Director of Police Services (Co-Chair)
- Mayor Peter Fassbender, City of Langley (Co-Chair)
- Paul Gill, General Manager of Corporate & Financial Services, District of Maple Ridge
- Mayor Dianne Watts, City of Surrey
- Councillor Cindy Solda, City of Port Alberni
- Mayor Peter Milobar, City of Kamloops
- Mayor Lori Ackerman, City of Fort St. John
- Wallace Mah, Chief Administrative Officer, District of Kent
- Director Grace McGregor, Kootenay Boundary RD
- Councillor Clara Reinhardt, Village of Radium Hot Springs
- Councillor Sav Dhaliwal, City of Burnaby



Royal Canadian Mounted Police Gendarmerie royale du Canada
Commanding Officer Commandant divisionnaire

June 26, 2012

As part of my commitment to our communities and partners, I want to share with you highlights of the Respectful Workplace Action Plan, a plan that has been developed to support RCMP employees in British Columbia. It is a plan we are announcing to our employees this week, and one that I fully endorse.

It is a plan with decisive actions to address employee perceptions and realities. The Respectful Workplace Action Plan is designed to identify new strategies and build on existing initiatives, both in British Columbia, and across the country.

Over the past few months, an internal review was conducted on existing systems, programs, and reports, and targeted consultations were held with employees. Those discussions and efforts by our Human Resources Branch in British Columbia have created a comprehensive plan that positions us for success as we move forward.

The plan contains a number of objectives and initiatives that have been prioritized, with the goal of sustainability. While there are a number of areas within the RCMP that will be engaged and part of the plan, I have appointed a Team Leader, Inspector Carol Bradley, to oversee and implement the Action Plan.

Throughout the implementation, which will be in three phases, we will be assessing and monitoring our progress. To check our efforts against progress, we have initiated a survey of our employees. Participation to date has been outstanding, and we will be well positioned to evaluate our progress.

Remaining connected with our communities and our employees are key to our success, and you are an important group that we need to ensure has timely and relevant information.

I commit to providing you updates as we move forward, and welcome any comments or questions.

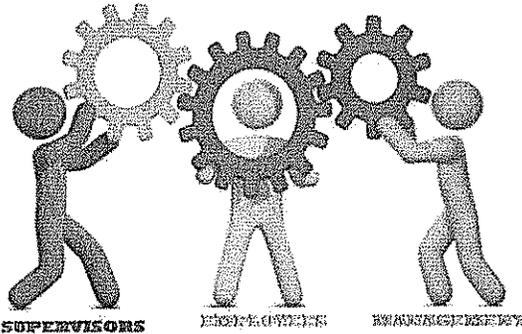
Craig J. Callens, Deputy Commissioner
Commanding Officer, "E" Division

657 West 37th Avenue
Vancouver, BC V5Z 1K6

Canada



Respectful Workplace Action Plan



The **Respectful Workplace Action Plan** is designed to identify new strategies and build on existing initiatives to develop a respectful workplace program in the BC RCMP. Several existing initiatives have been identified along with a number of objectives that supports a Respectful Workplace plan for today and the future.

A Team Leader has been identified to undertake research, identify best practices, develop the Respect Workplace Program, and implement policy and structural change. This will include awareness, education and training, as well as adopting new approaches to leadership training and accountability.

The action plan has 11 objectives and a series of initiatives under each objective. These objectives and initiatives are strategically aligned and integrate with each other. It will proceed in three phases:

ACTION PLAN OBJECTIVES

- Identify Team Leader
- Build Understanding of Current Structure
- Build Confidence and Trust
- Accountability
- Effective and Ethical Leadership
- Develop Confidential Reporting
- Timely Resolution of Conflict
- Education on Respectful Workplace Program
- Identify Best Practices
- Full Integration of Respectful Workplace Program
- Monitoring

- **Phase One** time line is immediate to 3 months. During this phase will build the team, review the work that has already taken place, review best practices both inside and outside the RCMP, identify and prioritize specific initiatives and implement initiatives that can be accomplished right away.
- **Phase Two** time line is 3 to 8 months and will involve working on those initiatives that need more time and development to implement.
- **Phase Three** time line is 8 to 12 months and will be focused on implementing the structures and processes necessary to sustain the changes we have made.

Just as British Columbians expect the BC RCMP to live and work by the values of integrity, honesty, professionalism, respect and accountability, all employees should expect these values to form the foundation of their workplace.

About the Team Leader

Inspector Carol Bradley has been selected to oversee the implementation of the BC RCMP Respectful Workplace Action Plan. In her 25 years with the RCMP she has served in federal, protective, general duty and traffic roles. In addition she has served in training, recruiting, staffing capacities, and as the Regional Ethics Advisor, North West Region (Alberta, Sask., Manitoba, NWT, and Nunavut). Insp. Bradley has completed her Master's Degree in Public Administration, obtained her Bachelor of Arts in Criminology, obtained a Human Resources Development Advanced Certificate, and a Certificate in Adult Education. We are confident that the combination of practical and hands-on experience, in-depth knowledge of the RCMP and formal education and training will enable her to fully implement this important series of new RCMP programs and strategies across British Columbia.





What was used to develop the Respectful Workplace plan?

The plan was developed over the past four months and pulled from a number of key references:



- Canadian Association of Chiefs of Police (CACP) Ethics Committee Report – Professionalism in Policing Report – March 2012
- Summary report for BC Commanding Officer on Gender Based Harassment and Respectful Workplace Consultations – April 2012
- Employee & Management Relations Officer (EMRO) Management Team Consultations – May 2012
- DND Conflict Management Training Manual
- Public Works and Government Services Canada Diversity Continuum Maturity Model
- CHRC Human Rights Maturity Model

Phase One (0-3 months)

The first phase of the Action Plan included internal consultations and a review of existing models, studies and relevant reports. The key was to identify and prioritize specific objectives and implement initiatives that can be accomplished right away.

- ✓ Identify a Team Leader
- ✓ Develop a statement of respectful workplace expectations for all supervisors and employees
- ✓ Integrated Resource Management – integrated approach to managing work place absences.
- ✓ Harassment Awareness and Investigation Training – resources, representing all category of employees, have been identified, trained and are strategically in place throughout the province.
- ✓ Performance Awareness Reporting System – system to support early intervention, awareness, and prevention. This was one of the significant recommendations from the Canadian Association of Chiefs of Police Ethics Committee – Professionalism in Policing Report
- ✓ Identify best practices and structures to ensure confidentiality and trust in the reporting process
- ✓ Develop a confidential reporting, information and guidance option
- ✓ Create a 'sounding board' for information and to assist with timely resolution of conflict
- ✓ Educate supervisors, managers and employees with respect to early and appropriate conflict intervention and resolution
- ✓ Increase awareness and education of existing structures and systems at the unit level
- ✓ Implement a CO's Employee Advisory Committee
- ✓ Develop baseline to monitor progress
- ✓ Identify Best Practices from other agencies/companies
- ✓ Develop and maintain an internal website and ongoing communication plan with respect to existing, interim and developing initiatives associated with the Respectful Workplace Action Plan



What you need to know as we move forward

Q: How was the Team Leader chosen?

A: It was determined that the Team Leader should have a broad background in HR, knowledge of RCMP policies and protocols, and have the credibility to effectively implement and deliver the program. Insp. Bradley expressed interest and her background exceeded expectations. Insp. Bradley's initial secondment is for a period of one year.



Q: What key items were learned from the Gender Based Harassment and Respectful Workplace consultation?

A: 426 employees voluntarily shared their experiences and perceptions of gender-based harassment in the workplace. While the report found harassment was not "rampant" we want to stress that no level of harassment is acceptable. One of the key findings of the report was there was a perceived lack of understanding of what constituted harassment – by both supervisors and employees. As part of the Respectful Workplace Action Plan we are developing training material that everyone will have access to in order to provide update-to-date information about expectations, policy, and guidelines.

Q: How does this action plan fit into other initiatives or strategic planning that supports the RCMP police services contract?

A: The overall plan creates an integrated approach that captures existing programs and services, along with new initiatives. Senior officers have been asked to demonstrate how they are supporting the plan and actions will be captured and tracked as part of the RCMP in BC 2012-2015 Performance Plan. The goal is to work towards a sustainable system that becomes core business for the RCMP in British Columbia.

Q: What are the costs associated to the action plan?

A: Costs associated will not impact Provincial or Municipal budgets. Funding will be supported by the departmental administration budget.

What is next?

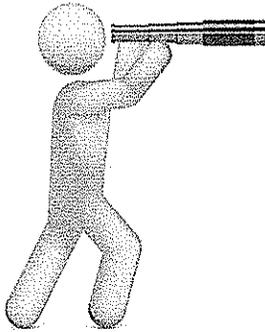
Efforts are underway to move forward on initiatives identified under Phase One. Phase Two will:

- Implement a confidential reporting, information and guidance process
- Implement an accountability process in relation to respectful workplace expectations for all supervisors and employees
- Develop an education plan for managers, supervisors and employees in relation to respectful workplace expectations
- Implement new and/or enhanced strategies to prevent and manage workplace conflict in a timely manner

If you have information that would support the "E" Division Respectful Workplace Action Plan or need more information please contact Team Leader Insp. Carol Bradley (604) 264-2480 carol.bradley@rcmp-grc.gc.ca



Performance Awareness



In June 2012 "E" Division RCMP is introducing the Performance Awareness Reporting System. The implementation of this early intervention and prevention system will benefit the RCMP in British Columbia. An early intervention system was a significant recommendation that arose from the Canadian Association of Chiefs of Police Professionalism in Policing Study released in March 2012. The system monitors indicators including exposure to serious or traumatic events, public complaints, use of force and other factors. The system provides the ability to identify potential behaviours, allowing supervisors to intervene and provide assistance, support and/or training. This will assist in preventing members from engaging in behaviour that could negatively impact the member, their colleagues or their family. ***This is not a tool for discipline!*** Performance awareness is being employed to better assist members in the execution of their duties.

WHAT IS IT?

- A tool to track indicators in order to provide early support to ensure the wellness of our employees.

HOW DOES IT WORK?

- The Performance Awareness Reporting System will reside within a secure and confidential database environment.
- Monitors member's behaviors.
- An alert is triggered if a member experiences a set threshold in a single category or in multiple categories. This allows the member's supervisor the ability to intervene with the appropriate assistance, support and/or training.
- Data will be easily transferrable from pre-existing systems to the new performance awareness system. For example systems that are currently monitored: code of conduct, S/BOR, public complaints, PC motor vehicle accidents, etc.

HOW WILL THE INFORMATION BE USED?

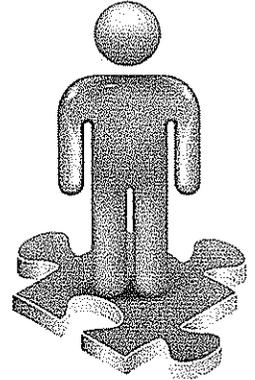
- By identifying members exhibiting specific action(s) which may be indicative of other behavioral, conduct or training issues.
- Timely recognition allows appropriate intervention strategies before the behaviors escalates to the point of potentially jeopardizing a member's career or personal life.



Performance Awareness

IMPACT ON EMPLOYEES AND SUPERVISORS

- Members can be assured privacy will be maintained.
- This is not a tool to be used for discipline.
- Performance Awareness will better assist members in their duties by alerting the member's supervisor of the need to evaluate the indicator(s) before it has a negative impact on the member.
- Ensures a healthy work environment that encourages ongoing positive dialogue between members and their managers.
- The RCMP is committed to the health and wellness of its members and to providing them assistance where appropriate.
- Makes the RCMP more accountable to its employees and by extension, to the Canadian public we serve.



Frequently Asked Questions (FAQs)

Q: What is Performance Awareness?

A: A system that monitors member's behaviour and provides alerts offering the potential to intervene when appropriate.

Q: What are the types of incidents which trigger an alert?

A: Incident types such as code of conduct, S/BOR, public complaints, PC motor vehicle incidents, exposure to serious or traumatic events and others.

Q: Who is monitored by the system?

A: All Regular and Civilian Members

Q: Who monitors alerts?

A: The performance awareness service will monitor the system, who will then engage supervisors and members as appropriate.

Q: Will I be disciplined for triggering too many alerts?

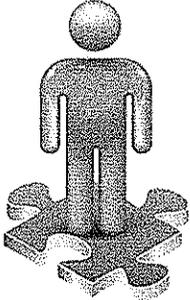
A: This is not a tool to be used for discipline. Performance awareness is being employed in order to better assist members in the performance of their duties as well as career development and enhancement.

Q: Will Public Service Employees be monitored by the system?

A: There is no equivalent system for Public Service employees at this time. There are several impacting factors such as the unions and collective agreements, however; it will be looked at as we move forward.



Harassment Awareness and Investigations



Background

- The historical method of harassment awareness and training was significantly enhanced in April 2012.
- The purpose of the training is to develop a large group of individuals (regular member, civilian member, and public service employees) that could be used as subject matter experts in the area of harassment prevention and awareness, as well as investigators for complaints.
- Recent training was conducted from April to June 2012 with the goal of developing individual resources strategically placed throughout the Division.
- Once trained the individuals would provide the subject matter expert services in addition to their regular duties and responsibilities.

WHAT IS IT?

- Building on past practices and efforts Harassment Awareness and Investigation training is a 4 day course that provides candidates with training related to conducting sensitive investigations and subject matter expert advice relating to awareness, prevention and communication.
- The objective is to have a proactive core of individuals who can assist with preventing, resolving and eliminating harassing behaviours.

WHAT IS THE OBJECTIVE?

- The investigators are to be used as subject matter experts, front line resources, and a point of contact for information throughout the division.
- Their training will allow them to conduct timely assessments on complaints and initiate the appropriate action.

WHAT CRITERIA ARE YOU LOOKING FOR IN INVESTIGATORS?

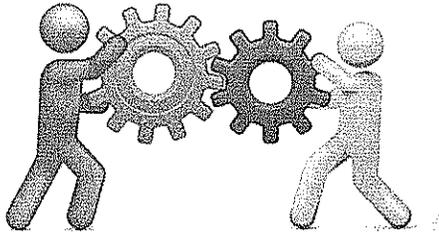
- Applicants need to demonstrate that they are impartial, fair, thorough, tactful, discrete, respectful, professional and have good judgment.
- They have a good understanding of relevant policy, conflict management practices and demonstrate sound investigation techniques.
- They have demonstrated the ability to conduct quality investigation and reports
- Previous related training is beneficial.
- The final assessment by the course instructor will determine suitability.

HOW DO I GET MORE INFORMATION?

To get more information about the Harassment Awareness and Investigation Training contact Insp. Sean Sullivan (sean.sullivan@rcmp-grc.gc.ca) the Officer in Charge of "E" Division Professional Standards.



Integrated Resource Management Team



Mandate:

- To develop and implement a comprehensive “E” Division employee case management process that reduces the rate of employee (RM and CM) workplace absence.
- To develop an education strategy addressing employee workplace absence that is consistently and routinely delivered to all managers throughout the Pacific Region.
- To develop a comprehensive employee workplace absence prevention process utilized by all managers in their case management

WHAT IS IT?

- It is a series of objectives that focus on identifying trends, defining solutions, developing processes and reducing overlaps when it comes to addressing workplace absence.
- The Integrated Resource Management Team supports the entire division.

WHAT IS THE OBJECTIVE?

- The Integrated Resource Management Team will:
 - proactively address workplace absence
 - reduce program overlap and increase efficiencies and process times
 - develop a prioritization process for case identification
 - create a defined and defensible employee case management process to address all aspects of workplace absence
 - review case management processes and provide recommendations to increase efficiencies in data management and “common client” case management
 - foster systemic organizational change

HOW DOES IT WORK?

Identify and intervene in potential workplace absences at the earliest possible opportunity. It engages every appropriate person or program to facilitate a safe and expedited return to work.

HOW DO I GET MORE INFORMATION?

To get more information about the “E” Division Integrated Resource Management Team contact Insp. Deanne Burleigh (deanne.burleigh@rcmp-grc.gc.ca) with Human Resources.

July 18, 2012

File: 5225.03

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

Dear Minister Ashfield:

Protection of Fish Habitat in Waterways

The City of Cranbrook at its regular meeting on Monday, July 16, 2012 endorses the following with full resolution:

WHEREAS The City of Cranbrook recognizes and has invested in the protection of fish habitat in waterways that pass through our City;

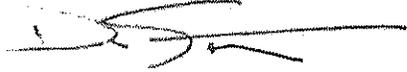
AND WHEREAS considerable effort to improve the condition of Joseph Creek and the protection of natural habitats (fish habitat included is an important value for the people of our community and is reflected in our Official Community Plan);

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

AND THAT this resolution be forwarded to the Federal and Provincial Ministers of Fisheries and Agriculture, to our MP and MLA, and to all UBCM member municipalities.

.../2

Sincerely,



Diana J. Scott
Acting Mayor

cc: Honourable Gerry Ritz, Minister of Agriculture and Agri-Food
Honourable Steve Thomson, M.L.A., Minister of Forest, Lands and Natural Resource
Operations
Honourable Don McRae, M.L.A., Minister of Agriculture
Federal Canadian Municipalities
Union of British Columbia Municipalities
Honourable Bill Bennett, M.L.A., Kootenay East
Honourable David Wilks, M.P., Kootenay-Columbia



Wayne Wright
Mayor

July 25, 2012

Premier Christy Clark
P.O. Box 9041 Stn Prov Govt
Victoria, B. C. V8W 9E1

Dear Premier Clark:

New Westminster City Council seeks support to amend Section 73(7) of the *Local Government Act* to exempt, when special circumstances are presented, the public release of an elected official's home address.

During the "Open Delegation" portion of a recent Council meeting, a power point presentation made by a member of the public, broadcast the private residential address of a member of Council. Subsequent to the broadcast, Council raised concerns pertaining to personal privacy and security. At a Regular Meeting of Council on June 18, 2012, Council passed the following resolution:

THAT a legal opinion be sought with respect to the following resolution:

WHEREAS the current practice does not accommodate an interruption to a delegation when a PowerPoint presentation is being provided;

THEREFORE BE IT RESOLVED THAT if a delegate wishes to use electronic means of presentation that it be provided to City Staff one week prior to the scheduled meeting to allow review of content for security and privacy.

In addition to the "in-house" procedural change above, City Council passed the following resolution:

THAT a letter be sent to the Provincial Government, and the City take a position, that the following amendment be made to "the Act" regarding the public release of Councillor addresses:

"That the public release of an elected official's home address be exempt when special circumstances are provided".

Presently, the requirement is that all nomination documents be made available for public inspection from submission until 30 days after the declaration of the election results. After that time, these documents can be removed from public inspection.

We are seeking an amendment to the *Local Government Act* to increase the personal security and privacy of our elected officials. Thank you for your consideration, we look forward to your response.

Yours truly,



Mayor Wayne Wright

- c. P. Daminato, City Administrator
Members of Council
Honourable Ida Chong, Ministry of Community, Sport and Cultural Development
Mr. Don Sutherland, Ministry of Community, Sport and Cultural Development
Union of British Columbia Municipalities
Member Municipalities



MFABC

Municipal Finance Authority of BC

NOTICE OF SEMI-ANNUAL MEETING OF THE MEMBERS

THIS IS A NOTICE in accordance with the Municipal Finance Authority of British Columbia Act, that the Chair requests the Semi-Annual meeting of the Members of the Municipal Finance Authority (MFA) of British Columbia take place at **4:00 p.m. on 25th day, September, 2012** at the Hotel Grand Pacific (Vancouver Island Ballroom), 463 Belleville Street, Victoria, BC.

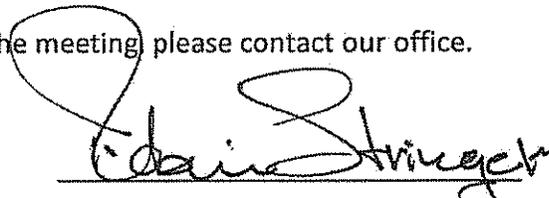
This meeting will be held in conjunction with the annual Union of BC Municipalities (UBCM) Conference, and is expected to last for no longer than one hour. Agendas will be sent by email to the Members' address we have on file.

Due to the UBCM Convention being well attended, please make accommodation arrangements soon. A list of accommodations is available on the UBCM website (www.ubcm.ca).

The MFA employees will be at the UBCM 'Delegate Lounge' in the Lower Pavilion, of the Victoria Conference Centre (beside the fountain). Staff welcomes you to drop by!

If you have any questions regarding the meeting, please contact our office.

Dated this 30th day of July, 2012.



Allison Stringer
Chief Administrative Officer

Municipal Finance Authority of BC
737 Fort Street
Victoria, BC V8W 2V1
Phone: 250-383-1181 ext: 234
Email: allison@mfa.bc.ca



July 30, 2012

British Columbia Utilities Commission
6th Floor, 900 Howe Street
Vancouver, BC V6Z 2N3

Attention: Ms. Alanna Gillis, Acting Commission Secretary

RE: FortisBC Energy Utilities [comprised of FortisBC Energy Inc., FortisBC Energy Inc. Fort Nelson Service Area, FortisBC Energy (Vancouver Island) Inc. and FortisBC Energy (Whistler) Inc.] Common Rates, Amalgamation and Rate Design Application ~ Project No. 3698652

The Association of Vancouver Island and Coastal Communities (AVICC) is the association representing the interests of its 51 member municipalities, regional districts and other local governments on Vancouver Island, Sunshine Coast, Powell River and the Central Coast. A significant proportion of our members are affected by the above named application currently before the BC Utilities Commission (BCUC) which represents a population of approximately 250,000. Attached are a number of letters received to date by BCUC from local governments supporting this application (see Appendix A).

As indicated in our letter applying for intervener status, we are strongly supportive of this application on the basis that it will improve competitiveness, efficiency, fairness and the environment not only for FortisBC and its customers, but also for the residents, businesses and communities across British Columbia.

Competitive pricing is important to FortisBC and its customers. We understand that with the amalgamation of the three companies, FortisBC will be able to be more efficient, resulting in their ability to provide their product at a more competitive price overall. This is just good business practice.

However, competitiveness of utilities is also important to communities. The competitiveness of the pricing of natural gas is important for local governments

525 Government St, Victoria, BC V8V 0A8
Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

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

whose facilities are operated with natural gas in their ability to provide services to their residents and businesses at a competitive price which affects municipal tax levels and user pay services. It is also important that the cost of utilities such as natural gas remain competitive in order that businesses in our communities can remain profitable and to enable communities to be able to continue to attract new businesses. Businesses rely on residents for their employees and customers. Communities must remain affordable and competitive so they can keep and attract residents.

Amalgamating the smaller entities of FortisBC Energy Inc. Fort Nelson Service Area, FortisBC Energy (Vancouver Island) Inc. and FortisBC Energy (Whistler) Inc. with FortisBC Energy Inc. would seem to be a good option to mitigate the impacts of business risk associated with smaller utilities and will allow FortisBC to distribute the costs of replacing aging infrastructure or developing new infrastructure to attract new customers over a larger base. This should result in the advantage of providing more stable rates over time for all customers and alleviate the potential need for the provincial government to step in to provide a subsidy as they did when the Vancouver Island Pipeline was built. Inattention to these factors could result in uncompetitive pricing compared with other fuel sources resulting in customers moving to an alternative fuel source forcing even higher costs on remaining customers or the potential for the FortisBC to leave one of the small markets entirely.

AVICC acknowledges the concerns raised by our sister organization of Northern Rockies Regional Municipality and the impact that this application will have on its community. The concerns and principles that we raise will be as important to them as they are for us. They, their residents and the businesses in their communities will also have made decisions to utilize natural gas based on the fact that it was the most cost effective energy source available to them and that it would be expected that the pricing would remain relatively stable over time.

It would seem that Fort Nelson operations has benefitted for many years from the economies gained by being close to the source of the product which was able to be passed along to customers by a small locally based company that has since been purchased by FortisBC. The new owner now wishes to improve its overall efficiency as an amalgamated company for the benefit of all its customers. To mitigate the impacts to its Fort Nelson customers, FortisBC is recommending a 15-year phase in period. This seems like a fair compromise and if it is indeed more economical to be able to offer natural gas to this region, then the phase in period provides adequate time for a competitor to come into the market and offer the service at a more competitive rate.

Natural gas is one of the greenest fuel options for the environment. BC residents, businesses and local governments on behalf of their communities have adopted the use of natural gas in their strategies to preserve our environment. If costs remain competitive, then it will make fiscal sense for other users to adopt this strategy as well. If costs begin to become uncompetitive, then current users may find it is more economical to move to other alternatives potentially wasting infrastructure already in place before it has completed its useful lifecycle. This indeed would be an unfortunate use of resources and a negative impact on the environment.

AVICC is a small organization without the resources to delve deeply into the intricacies of this application as a number of the other interveners are in the process of doing. The application before BCUC seems to be so logical and practical that a more intensive look would not have been warranted even if we had the capacity to do so.

Our desire in becoming an intervener in the process was to communicate our members' support for the overall principles of the application:

- That amalgamation of three companies allows for efficiencies to be gained, mitigates the business risks of smaller utilities and allows for distribution of infrastructure costs across a larger base;
- That common rates for all FortisBC customers are fair and should be implemented; and
- That a fair and reasonable implementation plan for all customers is available.

On behalf of local governments on Vancouver Island, Powell River and the Sunshine Coast who are affected by this application, thank you for the opportunity for our members to be heard in this process. If the Commission would find it of benefit, we would be pleased to send a representative to attend an oral hearing.

Sincerely,



Joe Stanhope
AVICC President

Attachment (Appendix A)

Appendix A - Local Government Letters of Support

Twelve local governments have submitted as additional evidence their support for this application:

Item #	Supporter
E-2	Town of Ladysmith - Letter of Comment dated June 6, 2012
E-3	City of Nanaimo - Letter of Comment dated June 6, 2012
E-5	District of Saanich – Letter of Comment dated June 7, 2012
E-6	City of Port Alberni – Letter of Comment dated June 12, 2012
E-7	Sunshine Coast Regional District Board – Letter of Comment dated June 12, 2012
E-8	City of Campbell River – Letter of Comment dated June 15, 2012
E-10	Town of Comox - Letter of Comment dated June 21, 2012
E-12	Alberni-Clayoquot Regional District – Letter of Comment dated June 25, 2012
E-13	District of Central Saanich – Letter of Comment dated June 26, 2012
E-15	District of Lantzville – Letter of Comment dated June 26, 2012
E-18	Regional District of Nanaimo (RDN) – Letter of Comment dated July 11, 2012
E-19	The Corporation of the District of Oak Bay – Letter of Comment dated July 10, 2012



TOWN OF LADYSMITH

410 Esplanade, P.O. Box 220, Ladysmith, B.C. V9G 1A2
Municipal Hall (250) 245-6400 • Fax (250) 245-6411 • info@ladysmith.ca • www.ladysmith.ca

June 6, 2012

To Whom It May Concern:

Re: Common Rates, Amalgamation and Rate Design Application - FortisBC

On behalf of those municipalities within the Association of Vancouver Island and Coastal Communities Association (AVICC) who are served by the Vancouver Island Gas Pipeline, and specifically the Town of Ladysmith, I would like to offer very strong support for the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

This initiative is required in order to improve competitiveness, efficiency, fairness and environmental friendliness for businesses, communities and municipal taxpayers within Southern Vancouver Island and the Sunshine Coast.

The Common Rates, Amalgamation and Rate Design Application is seen by the AVICC as a critical component in a comprehensive process which is underway by various participants to address long standing concerns about operating issues and local costs associated with the Vancouver Island Gas Pipeline Project. The AVICC is actively working on various measures which require the Common Rates Initiative to proceed.

In Order to implement these, we urge the approval of the Common Rates, Amalgamation and Rate Design Application by all pertinent authorities.

Sincerely,

Mayor Rob Hutchins





2012-JUN-06

Mr. Gordon Schoberg
Senior Manager, Government Relations
FortisBC
16705 Fraser Hwy
Surrey, B.C. V4N 0E8
VIA EMAIL: Gord.Schoberg@fortisbc.com

Dear Mr. Schoberg:

RE: Letter of Support

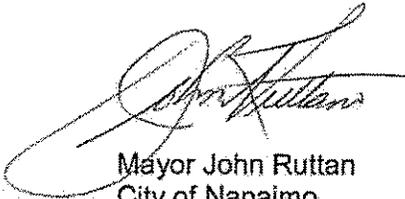
On behalf of Nanaimo City Council, I am pleased to support FortisBC in its application to equalize gas rates for all gas customers across the Province of British Columbia.

This initiative is required in order to improve competitiveness, efficiency, fairness and environmental friendliness for businesses, communities and municipal taxpayers on Vancouver Island and the Sunshine Coast.

The City of Nanaimo sees the Provincial Common Rates, Amalgamation and Rate Structure initiative as a critical component in a comprehensive process which is underway by various participants to address longstanding concerns about operating issues and local costs associated with the Vancouver Island Gas Pipeline Project.

The City of Nanaimo is pleased to be at the forefront of this process, one which, to be successful, will require Rate Stabilization to be in place. Accordingly, Nanaimo City Council is unanimous in its respectful request to all approving authorities to approve the Rate Stabilization Initiative.

Sincerely,



Mayor John Ruttan
City of Nanaimo

I:\MayorCorr\CORR120605GordonSchobergsupletratestabilizationfortis.docx

cc: Nanaimo City Council
D. Holmes, Assistant City Manager/General Manager, Corporate Services
T. Hickey, General Manager, Community Services
T. Swabey, General Manager, Community Safety and Development
Honourable Rick Coleman, Minister of Energy and Mines (rich.coleman.mla@leg.bc.ca)
C. Greaves, Community Relations Manager, FortisBC (carol.greaves@fortisbc.com)



The Corporation of the District of Saanich | Mayor's Office
770 Vernon Avenue Victoria BC V8X 2W7 | T 250-475-5510 | F 250-475-5440 | www.saanich.ca

June 7, 2012

To FortisBC:

The District of Saanich is pleased to support the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

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

Sincerely

A handwritten signature in black ink, appearing to read "Frank Leonard".

Frank Leonard
Mayor

Cc AVICC Executive
Honourable Rich Coleman, Minister of Energy and Mines
Saanich Council



Office of the Mayor

CITY OF PORT ALBERNI

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

June 12, 2012

To Whom It May Concern:

RE: Fortis BC Common Rates, Amalgamation and Rate Design Application

On behalf of Council for the City of Port Alberni I would like to add our support to the growing list of communities strongly encouraging the Common Rates, Amalgamation and Rate Design Application being put forward by Fortis BC.

While we wholeheartedly support this initiative on the grounds of improving competitiveness, efficiency and fairness for natural gas provision across the Province, we are also particularly keen to support greater equity for our constituents through the collection of operating fees by our municipality.

These operating fees, which have been traditionally available to the vast majority of British Columbia municipalities, will terminate the subsidy for gas line installations that has been provided by our local property owners. Together with the rate stabilization initiative, this application resolves many of the longstanding issues coastal communities have had with the Vancouver Island Gas Pipeline Project.

For these reasons we strongly encourage the approval of the application from Fortis BC by all appropriate authorities. Should you have any questions, please do not hesitate to contact me at 250-735-7177.

Yours truly,
CITY OF PORT ALBERNI

John Douglas
Mayor

c. Joe Stanhope, President - AVICC

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**SUNSHINE COAST
REGIONAL DISTRICT**

1975 Field Road Tel. 604.885.6800
Sechelt Fax: 604.885.7909
British Columbia Toll Free 1.800.687.5753
Canada V0N3A1 Web Site: www.scrd.ca



June 12, 2012

via email to Carol.Greaves@fortisbc.com

To the BC Utilities Commission
c/o Carol Greaves
Community Relations Manager, FortisBC

To Whom it May Concern:

**Re: Letter of Support to BC UC for FortisBC's Common Rates,
Amalgamation and Rate Design Application**

On behalf of the Sunshine Coast Regional District Board, we wish to support the FortisBC Energy Inc. Common Rates, Amalgamation and Rate Design Application currently before the Commission.

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

Approval of this application will avoid the necessity for significant new and unacceptable costs to both gas users and property taxpayers in our community. This initiative is required to allow our citizens to benefit from operating fees such as are available in the rest of the Province outside of Metro Vancouver.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

A handwritten signature in black ink, appearing to read "Garry Nohr".

Garry Nohr
Chair

/sh





City of Campbell River
From the Office of the Mayor

File: 0530-01

June 15, 2012

BC Utilities Commission
Box 250, 900 Howe Street
Sixth Floor
Vancouver, BC V6Z 2N3

To Whom it May Concern:

Re: Fortis BC's Application to the BC Utilities Commission

On behalf of City Council, I would like to express the City of Campbell River's support of Fortis BC's Common Rates, Amalgamation and Rate Design Application to the BC Utilities Commission.

Yours Truly,

Walter Jakeway
MAYOR



TOWN OF COMOX

OFFICE OF THE MAYOR

File No: 0400-03 / 12-213

June 21, 2012

To whom it may concern:

Please be advised that the Council of the Town of Comox gave its full support for Fortis BC's Common Rates, Amalgamation and Rate Design Application currently before the BC Utilities Commission. We respectfully suggest that this application be approved in order to improve competitiveness, efficiency, fairness and environmental friendliness for business, communities and municipal taxpayers.

If you require anything further, please do not hesitate to contact Town staff or me at 250 339-2202.

Yours truly,

Paul Ives
Mayor



June 25, 2012

To Whom it May Concern:

The Alberni-Clayoquot Regional District Board of Directors at their regular meeting held on June 13, 2012, passed a resolution strongly supporting the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

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

The ACRD Board supports this initiative proceeding and we urge approval of the Common Rates, Amalgamation and Rate Design Application by all pertinent authorities.

Yours truly,



Glenn Wong,
Chairperson

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

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

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



The Corporation of the District of Central Saanich

VIA E-MAIL: Carol.Greaves@fortisbc.com

June 26, 2012

File No. 0970-08/12

To Whom It May Concern:

Together with other municipalities within the Association of Vancouver Island and Coastal Communities Association (AVICC) who are served by the Vancouver Island Gas Pipeline, and on behalf of Council, I write to convey the District of Central Saanich's very strong support for the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

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

The outcome of this process has significant implications for our citizens. For example, if the application is approved, residential customers on Vancouver Island, the Sunshine Coast and Powell River would see a rate decrease of approximately 26 percent on average. Commercial customers in the same areas would see decreases between 32 percent and 45 percent on average.

AVICC is actively working on various measures which require the Common Rates initiative to proceed. In order to implement these important measures, the District of Central Saanich joins other impacted municipalities in urging that the Common Rates Amalgamation and Rate Design Application be approved by all pertinent authorities.

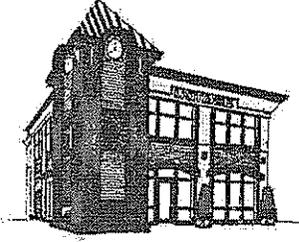
Yours truly,

Susan Brown
Municipal Clerk

C: Mayor Alastair Bryson
Gary C. Nason, Chief Administrative Officer

1903 Mount Newton Cross Road, Saanichton, B.C. V8M 2A9

Phone: (250) 652-4444 Fax: (250) 652-0135



District of Lantzville

Incorporated June 2003

OFFICE OF THE MAYOR

June 26, 2012

To Whom It May Concern

Re: FortisBC Common Rates, Amalgamation and Rate Design Application

Council of the District of Lantzville joins other Association of Vancouver Island and Coastal Communities to strongly support FortisBC regarding Common Rates, Amalgamation and Rate Design application.

Council urges the approval of the FortisBC application by all pertinent authorities as it will address longstanding concerns about operating issues and local costs associated with the Vancouver Island Gas Pipeline Project.

Yours truly

Jack de Jong
MAYOR
District of Lantzville

Files: 0530-01 / 0390-20-AVICC / 0510-20-FORTIS

G: corr/12/Cncl followup/Jun25_BC Utilities_letter of support for FortisBC application.doc

C: T. Graff, Chief Administrative Officer

The Honourable Rich Coleman, Minister of Energy and Mines and Minister Responsible for Housing
Room 128, Parliament Buildings Victoria, BC V8V 1X4

Phone: (250) 390-4006 • Fax: (250) 390-5188

Email: district@lantzville.ca • Website: www.lantzville.ca

P.O. Box 100, 7192 Lantzville Road, Lantzville, B.C. V0R 2H0



REGIONAL
DISTRICT
OF NANAIMO

July 11, 2012

Ms. Erica Hamilton
Commissioner Secretary
British Columbia Utilities Commissions
Box 250, 900 Howe Street
Vancouver, B.C.
V6Z 2N3

Dear Ms. Erica Hamilton

Re: FortisBC Energy Utilities Common Rates, Amalgamation and Rate Design

The Regional District of Nanaimo strongly supports the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC. At the Sustainability Select Committee meeting held Wednesday June 13, 2012, the following motion was carried:

That the Board send a letter of support for common rates, amalgamation and rate design application currently being undertaken by FortisBC to the Honourable Rich Coleman, Minister of Energy and Mines.

The RDN Board of Directors recognizes that the main principle behind common rates is fairness, and the resulting effects of moderating current rates, mitigating future rate increases, and long term rate stability on Vancouver Island will benefit all natural gas consumers on the Island.

Sincerely,

Joe Stanhope
Chairman, Board of Directors
Regional District of Nanaimo

cc: Carol Mason, Chief Administrative Officer, Regional District of Nanaimo
Douglas Holmes, Assistant City Manager, City of Nanaimo
Twyla Graf, Chief Administrative Officer, District of Lantzville
Fred Manson, Chief Administrative Officer, City of Parksville
Mark Brown, Chief Administrative Officer, Town of Qualicum Beach
Hon. Rich Coleman, Minister of Energy and Mines, Province of British Columbia

6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Ph. (250) 390-4111
Toll Free: 1-877-607-4111
Fax: (250) 390-4163

RDN Website: www.rdn.bc.ca



THE CORPORATION OF THE DISTRICT OF OAK BAY
MUNICIPAL HALL – 2167 OAK BAY AVENUE – VICTORIA, B.C. V8R 1G2
PHONE 250-598-3311 FAX 250-598-9108 WEBSITE: www.oakbay.ca

OFFICE OF THE MAYOR

July 10, 2012

To Whom It May Concern:

Common Rates, Amalgamation and Rate Design Application – FortisBC

At its meeting held June 25, 2012, Oak Bay Municipal Council considered information in relation to the above noted application by FortisBC, and resolved to provide a letter of support in this regard.

The FortisBC initiative will provide fairness in terms of rates, rate stability, consistent programs and services, and efficiencies for the Oak Bay community including its businesses, residents and municipal taxpayers.

Please consider this letter as an indication of Oak Bay Municipal Council's strong support for the FortisBC application, and its approval by the British Columbia Utilities Commission.

Yours very truly,

Nils Jensen, Mayor
District of Oak Bay

Wendy Thomson

From: Denice Regnier [denice.regnier@islandcoastaltrust.ca]
Sent: Tuesday, July 31, 2012 4:55 PM
To: Denice Regnier
Subject: 2011-2012 Island Coastal Economic Trust Annual Report

Dear Board and Regional Advisory Committee Members,

I am pleased to advise that the Island Coastal Economic Trust's 2011-2012 Annual Report is now available on our website. The Annual Report can be viewed at http://www.islandcoastaltrust.ca/system/files/ICET_AnnualReport%20v9.pdf.

A print version of the Annual Report will be available in the next few weeks.

Best regards,

PLEASE NOTE: ICET's new phone number

250-871-7797

Denice Regnier
Corporate Administrator
Island Coastal Economic Trust
denice.regnier@islandcoastaltrust.ca
www.islandcoastaltrust.ca
Phone: (250) 871-7797 ext. 230
Fax: (250) 331-0962

We intend this email message only for the person or entity named above. This message may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the proper party to receive this message, please notify us immediately by telephone or email and delete this message. Any dissemination or copying of this message by anyone other than the proper addressee is strictly prohibited.



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson,
Manager of Administrative Services

Meeting Date: August 8, 2012

Subject: Adoption – Bylaw E1054, Beaver Creek Water System Local Service Area Estab.

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012.

Desired Outcome:

To establish a local service within a portion of Electoral Area "E" (Beaver Creek) to provide for the supply, treatment, conveyance, storage and distribution of water.

Background:

The Beaver Creek Improvement District converted to a local service area of the Alberni-Clayoquot Regional District on June 1, 2012. The Regional District is required to adopt a local service area bylaw to establish and continue the service under the Regional District.

The ACRD Board of Directors at their regular meeting held on June 13th gave three readings to Bylaw E1054, Beaver Creek Water System Local Service Area Establishment. The Bylaw was then forwarded for approval by the Inspector of Municipalities. Statutory approval was received on July 10th, 2012. The Bylaw is now presented for adoption by the ACRD Board of Directors.

Time Requirements – Staff & Elected Officials:

Minimal

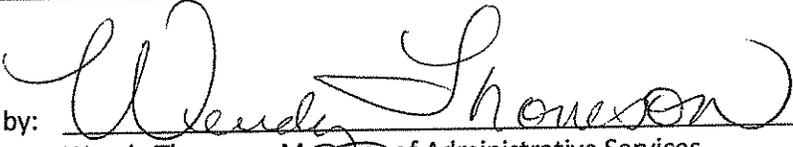
Financial:

Service paid for by the property owners in the service area. The maximum that may be requisitioned annually for the service is \$6.00 per \$1,000.00 of assessed values.

Policy or Legislation:

The Local Government Act deals with the conversion process and the establishment of a local service under the Regional District.

Request for Decision - Bylaw E1054, Beaver Creek Water System Local Service Area Establishment

Submitted by: 
Wendy Thomson, Manager of Administrative Services

Approved by: 
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw E1054

**A bylaw to establish a local service area within a portion of Electoral Area "E"
(Beaver Creek) to provide for the supply, conveyance, storage
and distribution of water to the Beaver Creek Community**

WHEREAS under section 800 of the *Local Government Act* the Regional District of Alberni-Clayoquot is authorized to adopt a service establishment bylaw prior to operating a service.

AND WHEREAS order in council no. 327 was issued by the Lieutenant Governor in Council ordering the transfer of obligations from the Beaver Creek Improvement District to the Regional District of Alberni-Clayoquot and the Beaver Creek Improvement District water service was established as a Regional District of Alberni-Clayoquot service by the conversion on June 1, 2012.

AND WHEREAS participating area approval has been obtained in writing from the Director of Electoral Area "E" (Beaver Creek) under section 801.5 of the *Local Government Act*.

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

1. Citation

This Bylaw may be cited as "Bylaw No. E1054, Beaver Creek Water System Local Service Area Establishment, 2012."

2. Service

The Regional District of Alberni-Clayoquot hereby establishes within a portion of Electoral Area "E" (Beaver Creek) a service for the supply, treatment, conveyance, storage and distribution of water for the area to be known as the Beaver Creek Water System.

3. Boundaries

The boundaries of the service area are the boundaries of the Beaver Creek Improvement District immediately before it was dissolved, being that portion of Electoral Area "E" (Beaver Creek) outlined in bold on Schedule 'A' attached to and forming part of this bylaw.

4. Participating Areas

The participant of the service established under this bylaw shall be Electoral Area "E" (Beaver Creek).

5. Cost Recovery

As provided in section 803 of the *Local Government Act*, the annual costs of the service shall be recovered by one or more of the following:

- a) Property values taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- b) Parcel or frontage taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
- c) Fees and charges imposed under section 363 [*imposition of fees and charges*] of the *Local Government Act*;
- d) Revenues raised by other means authorized by the *Local Government Act* or another act;
- e) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$6.00 per \$1,000 of assessment.

Read a first time this 13th day of June, 2012.

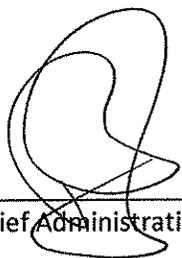
Read a second time this 13th day of June, 2012.

Read a third time this 13th day of June, 2012.

Approved by the Inspector of Municipalities this 10th day of July, 2012.

Adopted this day of, 2012.

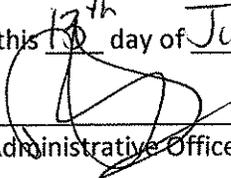
ACRD Board Chair



Chief Administrative Officer

I hereby certify this document to be a true copy of Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012 as read a third time on June 13, 2012.

Dated this 13th day of June, 2012.



Chief Administrative Officer



Statutory Approval

Under the provisions of section _____ 801

of the _____ Local Government Act

I hereby approve Bylaw No. _____ E1054

of the _____ Regional District of Alberni-Clayoquot ,

a copy of which is attached hereto.

Dated this _____ 10th *day*

of _____ July , 2012

Deputy Inspector of Municipalities



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CGA, Manager of Finance

Meeting Date: August 8, 2012

Subject: Electronic Funds Transfer (EFT) Payment Policy

Recommendation:

That the Board of Directors of the Alberni-Clayoquot Regional District:

1. Rescind the Cheque Signing Policy dated May 26, 2004
2. Approve the Payment Processing Policy to allow staff to process payments by Electronic Funds Transfer (EFT).

Desired Outcome:

To streamline the accounts payable process and allow for EFT payments to be made to vendors.

Summary:

EFT is a payment solution that involves directly exchanging funds between bank accounts and is the most efficient and secured payment method available. The EFT payment process has been implemented by numerous local governments in BC as well as being the preferred method of the Province. This process ensures timely payments and is also environmentally friendly. EFT's reduce processing and administration costs and also simplifies month end reconciliations and is relatively easy to implement.

The internal controls that are currently in place would continue to be followed. This includes:

- Having the Manger of Finance and the Chief Administrative Officer (or another manager in their absence) approve all payments before them being released.
- Having all payments over \$5,000 individually signed by the Chief Administrative Officer or Manager of Finance and the Chair or Vice-Chair.

An addition internal control would be created in that a segregation of duties would occur by having the Assistant Accountant create the EFT payment batch and the Manager of Finance approve or release the batch.

Background:

The implementation of this process has become a priority of the finance department due to the increased amount of payables that are being processed as a result of the conversion of the Beaver Creek Improvement District and the streamlining of the accounting processes with the Beaver Creek Volunteer Fire Department as request by our auditors. The number of payables is going to continue to grow as the auditors have requested that both the Sproat Lake Volunteer Fire Department and the Bamfield Volunteer Fire Department payables be processed through the office.

This proposed policy was discussed with our former auditors, Mollon Tyler-Mollon, and they supported its implementation with the internal controls that have been listed above.

Time Requirements – Staff & Elected Officials:

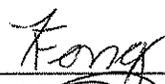
There will be a minimal amount of setup time required but will create significant time savings moving forward.

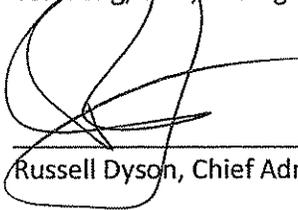
Financial:

There is no cost to the vendors and no additional cost to the Regional District as it is already included in our banking package with the TD Bank. In fact, it is estimated by the Royal Bank of Canada that switching to EFT from cheques can reduce processing costs by \$10 per payment when factoring in material and labour costs.

Policy or Legislation:

This policy does not contravene any other Regional District policies.

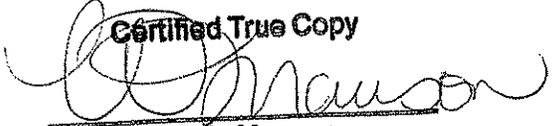
Submitted by: 
Teri Fong, CMA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer

Cheque Signing

The Alberni-Clayoquot Regional District Board of Directors at their regular meeting held on May 26, 2004 passed the following resolution:

“That cheques over \$5,000.00 are hand signed”

Certified True Copy

Wendy Manson
Administrative Assistant

Alberni-Clayoquot Regional District
PAYMENT PROCESSING POLICY

Policy Issued by:
Date Adopted:

Purpose:

The objective of this policy is to outline the accounting process for the payment of invoices.

Scope:

This policy applies to all Regional District payables.

Definitions:

Cheque is a document that orders a payment of money from a bank account.

Electronic Funds Transfer (EFT) is the electronic exchange or transfer of money from one account to another, either within a single financial institution or across multiple institutions, through computer-based systems.

Policy:

Vendors will be given the choice of receiving payments by either cheque or EFT.

Approval of Payments

Payments, whether by EFT or cheque, will be subjected to the following approval process:

1. Payments under \$5,000 will be approved by the Manager of Finance and the Chief Administrative Officer. In the absence of either, another member of management will approve on their behalf.
2. Payments over \$5,000 will be individually signed by the Board appointed signing authorities.

Payments by Cheque

Payments by cheques will be made by sequentially pre-numbered cheques. This is the default payment method.

Payments by EFT

Suppliers who have requested to be paid by EFT will fill in an EFT Application form for the Finance Department to change their payment preference.



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson,
Manager of Administrative Services

Meeting Date: August 8, 2012

Subject: **Huu-ay-aht Fire Protection Services Agreement**

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into a Fire Protection Services Agreement with the Huu-ay-aht Government for the Bamfield Volunteer Fire Department to provide structural fire protection to Anacla for a three year term and authorize the Chairperson and Chief Administrative Officer to enter into the Agreement on behalf of the Regional District.

Desired Outcome:

To enter into a new agreement with the Huu-ay-aht Government (HG) in order for the Bamfield Volunteer Fire Department (BVFD) to provide structural fire protection to Anacla.

Background:

The BVFD has been providing structural fire protection services to Anacla since 2010. The agreement for services has been re-negotiated annually. The current agreement expired on July 8, 2012. The ACRD Board approved a 2 month extension in order for the BVFD, HG and ACRD to negotiate a longer term agreement for services.

The HG has been investigating options for fire protection services to their community, including developing their own fire department. They have determined that it's not feasible at this time to create their own department. The HG has requested the ACRD to re-negotiate a new agreement for services. The HG has committed to recruit members from their community to join the BVFD. They will also explore firefighting equipment needs with the BVFD.

Representatives of the HG, BVFD, ACRD met on July 23rd and reviewed the current agreement. The following are the amended terms of the proposed new agreement (attached):

- a. 3 Year Term
- b. Service Area expanded to include the pump house and tower
- c. Number of HG structures reviewed and updated
- d. Fee for Services – A new equitable formula has been developed

Request for Decision – Huu-ay-aht Fire Services Agreement

The BVFD Chief supports the ACRD entering into this new agreement. The HG will be taking the Agreement for consideration at their Council meeting on August 15th. ACRD Staff recommend entering into the new Agreement.

Time Requirements – Staff & Elected Officials:

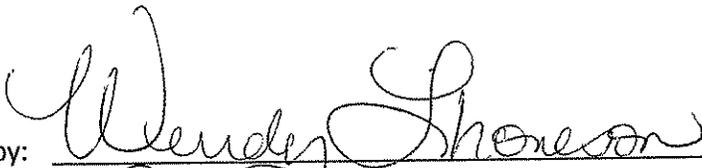
Minimal staff and elected officials time required to enter into the Agreement. Substantial volunteer time will be required by the BVFD.

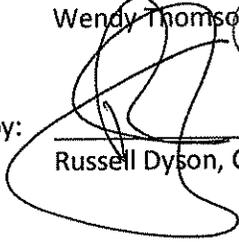
Financial:

The fee in the old Agreement was an arbitrary amount of \$10,000.00 per year and was seen as inequitable by the community of Bamfield due to the average amount per household that Bamfield pays. Under the new Agreement an amount per dwelling will be determined based on BVFD budget then that amount will be applied to the dwellings in Anacila to calculate the annual fee for service. It is estimated that the annual fee will be slightly less than \$20,000.00.

Policy or Legislation:

The Bamfield Volunteer Fire Department service was established by Bylaw No. 24, 1972, Bamfield Specified Area Establishment and Loan Authorization. The Local Government Act allows Regional District's to enter into agreements to provide services within and outside their boundaries.

Submitted by: 
 Wendy Thomson, Manager of Administrative Services

Approved by: 
 Russell Dyson, Chief Administrative Officer

FIRE PROTECTION SERVICES AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 2012.

BETWEEN:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue
Port Alberni, British Columbia, V9Y 2E3

(the "ACRD")

OF THE FIRST PART

AND:

HUU-AY-AHT GOVERNMENT

Box 70, Anacla
Bamfield, British Columbia, V0R 1B0

(the "HFN")

OF THE SECOND PART

WHEREAS:

- A. The HFN has requested the ACRD to provide structural fire protection services to Anacla, as outlined in bold on the attached map as Schedule "A", in accordance with Bylaws;
- B. The ACRD operates the Bamfield Volunteer Fire Department and is prepared to offer structural fire protection services, subject to the terms and conditions contained in this Agreement;
- C. The ACRD Board of Directors have approved this Agreement and its resolution is attached as Schedule "B" to this Agreement;
- D. The Council of the HFN has approved this Agreement by Council Resolution, attached as Schedule "B" to this Agreement.

NOW THEREFORE in consideration of the covenants herein contained and for other valuable consideration the receipt and sufficiency of which is hereby acknowledged, the ACRD and the Council on behalf of the HFN, do hereby covenant and agree each with the other as follows:

1.0 DEFINITIONS

1.1 For the purposes of this Agreement, the following definitions shall apply:

"Campground Facility" means those items referred to as such in Schedule "C" attached hereto.

"Commercial Unit" means any unit or divided space used or intended to be used for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including retail sales, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices;

"Dwelling Unit" means any room or suite of rooms used or intended to be used as a residential dwelling by one or more persons, whether or not occupied, and shall include buildings used in connection with the dwelling. A Dwelling Unit shall include, without limiting the generality of the foregoing, a single-family dwelling, a trailer, a mobile home, a self-contained room or suite of rooms in a building or a strata-title unit;

"Fire Chief" means the person who is the head of the Bamfield Volunteer Fire Department or that person's lawfully appointed designate;

"Public Building" means any structure or portion thereof which is used for community, religious or other functions which are otherwise not encompassed under the definitions of "Dwelling Unit", "Commercial Unit" or "Campground Facility";

"Unit" means any Dwelling Unit, Public Building, Commercial Unit or Campground Unit;

"Residential Development" means residential use of a Dwelling Unit to accommodate the home life of one or more individuals;

"Senior Officer" means the highest-ranking Officer after the Fire Chief, or the most senior firefighter to arrive on the scene.

2.0 WATER SUPPLY

2.1 The HFN represents and warrants to the ACRD that Anacla has a water supply and water pressure sufficient for the purposes of providing the fire protection services contemplated under this Agreement.

2.2 The Regional District, its elected officials and appointed officers, employees and volunteers shall not be responsible for any loss occurring as a result of the

inability to fight any fire emergency in Anacla due to insufficient supply of water, insufficient water pressure or any other reason outside the Regional District's control.

- 2.3 At all times during the term of this Agreement, fire hydrants in Anacla shall be maintained by the HFN in good working order and kept painted and free of rust in accordance with current editions of the National Fire Protection Codes and amendments thereto and will remain in effect throughout the term of this Agreement. As part of that maintenance, each fire hydrant must be kept clear of brush and high grass within a radius of twenty (20) feet of the hydrant. A map, detailing the locations of all fire hydrants in Anacla, must be provided to the Bamfield Volunteer Fire Department and the ACRD at the commencement of this Agreement and annually thereafter. In addition, the HFN agrees to maintain all fire hydrants and water supply lines in accordance with the instructions of the ACRD or its officers designated for that purpose.
- 2.4 For the purpose of greater certainty, it is acknowledged and agreed between the parties that notwithstanding anything to the contrary contained in this Agreement, the ACRD does not and shall not be obliged to possess, control, operate or maintain any of the water supply system in Anacla or to add to or update any fire service equipment utilized by the Regional District.

3.0 PERMISSION TO ENTER ANACLA

- 3.1 The HFN covenants and agrees that the Fire Chief, or other Senior Officer may, at all reasonable times, enter upon the Anacla lands for the purposes of:
- (a) inspecting and testing the fire hydrants;
 - (b) inspecting any Unit located in Anacla to determine if there are possible threats to the safety of the Regional District's firefighters who may be called upon to extinguish fires within such Units;
 - (c) determining what steps the HFN must take to remove such potential dangers; and
 - (d) any other purpose related to the delivery of fire protection services under this Agreement.
- 3.2 The HFN covenants and agrees that a representative of the ACRD may, at all reasonable times, enter upon Anacla lands for the purpose of performing Unit counts of all categories of development (i.e. Dwelling Unit, Public Building and Commercial Unit).
- 3.3 The HFN's permission to enter upon the Anacla lands in sections 3.1 and 3.2 shall, as a result of the execution of this Agreement by the HFN and the Regional

District, be considered to be in writing and shall continue without reservation or restriction during the term of this Agreement and shall be considered as a licence only and not as the granting or the conveyance or conferring on the ACRD of any right, estate or interest in title to any portion of Anacla or any improvements hereunder and shall terminate upon the termination of this Agreement.

4.0 EXTENT OF SERVICE

- 4.1 The Regional District, through the Bamfield Volunteer Fire Department, agrees to provide structural fire protection services to all Units existing in Anacla as of the date of this Agreement, as detailed on Schedule "C" to this Agreement, at the request of the HFN or its members.
- 4.2 Subject to the terms of this Agreement, the ACRD will make all reasonable efforts to provide the fire protection services detailed in section 4.1 during the term of this Agreement at the same level of service that the ACRD provides those services to its own inhabitants within the Regional District. If the level of service to the Regional District's own inhabitants increases to the extent that the Regional District, in its sole opinion and discretion, believes that the fees payable under section 7 of this Agreement are not sufficient to recover the Regional District's costs of providing the same level of service to Anacla, the ACRD will give three (3) months written notice to the HFN of a proposed amendment of this Agreement reflecting a proposed fee increase and provide the HFN with justification of the fee increase. If at the end of the three-month period of the notice, the ACRD and the HFN have not agreed to the amendment, the ACRD will continue to provide the former level of service to Anacla and not the increased level being provided to inhabitants of the ACRD if it is reasonably practical to do so.
- 4.3 It is a condition of the Regional District's provision of fire protection services under this Agreement that any Unit to be provided with those services shall be constructed in accordance with the applicable federal, provincial and local government enactments standards and codes governing:
- (a) the construction of buildings and structures;
 - (b) the provision of plumbing and water services in those buildings; and
 - (c) fire safety, prevention of spread of fire and other firefighting and life safety provisions. Inspection services may be provided for any Unit other than single family dwellings to the same level as accepted within the Regional District. The ACRD may request the HFN to provide the ACRD with a copy of the occupancy permit or any other relevant information for any building or structure on Anacla lands at any time in order to ascertain whether it is safe to enter the building or structure in the event of a fire.

- 4.4 Notwithstanding section 4.1 of this Agreement, the ACRD will not provide fire protection services to Units that are not listed on Schedule "C" on the date of this Agreement, unless such Units are added to this Agreement as an Addendum upon the Regional District's approval of an application made to the ACRD by the HFN, such approval may be unreasonably withheld.
- 4.5 For the purposes of obtaining the Regional District's approval under section 4.4 the HFN shall notify the ACRD not less than three (3) months in advance of the estimated date of completion of construction of any new Unit that the HFN wishes to be added as an Addendum to this Agreement .
- 4.6 The HFN agrees to name and indicate by sign post all of the streets within Anacla to which this Agreement applies, and to affix numbers conforming to the official numbering system of the ACRD of Alberni-Clayoquot to all residences and other buildings situate within Anacla so that the said numbers are easily visible from the streets.
- 4.7 This Agreement shall not be interpreted to create any greater standard of care or liability on the part of the ACRD in respect of the supply of fire protection services to the HFN than that which applies to the supply of such services to inhabitants of the Regional District. Nothing in this Agreement shall require the ACRD to provide a fire service under this Agreement higher than the level of fire protection service provided to inhabitants of the Regional District.
- 4.8 Notwithstanding any other provision in this Agreement, the parties acknowledge and agree that the distance between Anacla and the Bamfield Fire Hall will result in longer response times for buildings in Anacla than for buildings within the Regional District. The parties acknowledge and agree that the Bamfield Volunteer Fire Department has limited resources for fighting fires including limited personnel, equipment and one fire truck. Accordingly, it is acknowledged that a reduced level of services in respect of response time and overall fire protection services will be provided to Anacla.
- 4.9 Despite sections 4.2 and 4.7 of this Agreement, the ACRD cannot ensure the same level of service to Anacla unless the HFN first enacts and enforces standards for open air burning and land clearing similar to those enacted by the ACRD for its own inhabitants.
- 4.10 Nothing in this Agreement requires the Fire Chief of the Bamfield Volunteer Fire Department to deploy firefighting personnel, apparatus, and equipment to Anacla, where the Fire Chief or his/her designate has determined that they are either unavailable or are required to provide fire protection within the ACRD fire service area.

5.0 NATURE OF SERVICE

- 5.1 The ACRD shall provide the firefighting service on a twenty-four hour on call basis from the Bamfield Fire Hall, utilizing the manpower and equipment available at the time of notification of a fire.
- 5.2 Any fire protection services provided under this Agreement shall be under the exclusive control of the Fire Chief or Senior Officer present at such fire, and no member of the HFN shall interfere with the conduct of such services but shall assist if requested to do so by the Bamfield Volunteer Fire Department's Senior Officer at the scene of a fire in Anacla.
- 5.3 The HFN agrees that the HFN shall and shall cause its members to comply with all directions and requests of the Fire Chief or Senior Officer attending at the scene of a fire in Anacla, to assist in the Regional District's provision of fire protection services under this Agreement.

6.0 INDEMNITY

- 6.1 The HFN shall indemnify and save harmless the Regional District, its elected officials and appointed officers, employees and volunteers from any and all actions, causes of action, suits or other liability whatsoever which may arise as a consequence of the ACRD entering into or carrying out the provisions of this Agreement or arising from a breach of this Agreement by the HFN.

7.0 FEE FOR SERVICES

- 7.1 The HFN shall provide annually to the ACRD on or before January 15th, a statement of the number of Units as of December 31st of the previous calendar year.
- 7.2 The HFN shall pay the ACRD an annual fee representing a proportionate share of the total costs to provide structural fire protection calculated as follows:
 - a. Current year annual tax requisition for Bamfield Volunteer Fire Department
divided by (÷)
 - b. Total number of Units within the Bamfield Fire Protection Area
equals (=)
 - c. Per Unit fee
multiply by (x)
 - d. Number of Units covered in Services Agreement (Schedule C)
equals (=)
 - e. Total annual fee for structural fire protection services

- 7.3 On or before April 1st of each year, the ACRD will invoice the HFN for the fees due for fire protection provided by the ACRD under the terms of this Agreement.
- 7.4 The HFN agrees to pay the invoice on or before August 1st of each year.
- 7.5 A 10% penalty shall be added to all amounts remaining unpaid on August 31st and a further 10% to the unpaid balance on December 1st. Amounts remaining unpaid on January 1st of the following year shall be subject to interest at the rate of prime plus one percent as set by the Regional District's, bankers until the balance is paid in full.
- 7.6 If the HFN fails to make a payment required under this Agreement to the ACRD on the date that the same is due, the ACRD may, at its option, and upon two months' written notice, discontinue the fire protection services provided under this Agreement until payment has been made in full, together with interest pursuant to section 7.5.

8.0 COST OF ADDITIONAL AID

- 8.1 The HFN agrees to pay the full cost of any additional firefighting manpower or equipment from another jurisdiction outside the ACRD that the ACRD considers necessary to assist with the suppression of a fire in Anacla.

9.0 RIGHTS RESERVED

- 9.1 Nothing contained or implied herein shall prejudice or affect the rights and powers of the ACRD in the exercise of its functions under any public or private statutes, bylaws, orders or regulations, all of which may be fully and effectively exercised in relation to the Bamfield Volunteer Fire Department and the fire protection services provided hereunder and any other function of the ACRD as if this Agreement had not been executed and delivered by the parties and the interpretation of this Agreement shall be subject to and consistent with statutory restrictions imposed on the ACRD under the *Local Government Act* and the *Community Charter*.

10.0 TERM OF AGREEMENT

- 10.1 This Agreement shall come into force as of the date of its execution by all parties and shall continue in force for (3) three years or until earlier terminated as provided for in this Agreement.

11.0 ASSIGNMENT

11.1 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others, which consent shall not be unreasonably withheld.

12.0 TIME

12.1 Time shall be of the essence of this Agreement.

13.0 INTERPRETATION

13.1 No provision of this Agreement shall be construed to create a partnership or joint venture relationship, an employer-employee relationship a landlord-tenant, or a principal-agent relationship.

14.0 HEADINGS

14.1 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

15.0 WAIVER

15.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

16.0 LANGUAGE

16.1 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

17.0 BINDING EFFECT

17.1 This Agreement will ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assignees.

18.0 TERMINATION BY THE REGIONAL DISTRICT

18.1 The ACRD may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the HFN.

19.0 TERMINATION BY THE HFN

19.1 The HFN may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the ACRD but the ACRD shall not be required to refund any prepaid money paid to the ACRD under this Agreement.

20.0 NOTICE

20.1 It is hereby mutually agreed that:

any notice required to be given under this Agreement will be deemed to be sufficiently given:

- (i) if delivered, at the time of delivery; and
- (ii) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:

if to the Regional District:

3008 Fifth Avenue
Port Alberni BC V9Y 2E3

if to the HFN:

Box 70, Anacla
Bamfield, British Columbia, V0R 1B0

Unless otherwise specified herein, any notice required to be given under this Agreement by any party will be deemed to have been given if mailed by prepaid registered mail, or sent by facsimile transmission, or delivered to the address of the other party set forth on the first page of this Agreement or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice in order to ensure prompt receipt thereof.

21.0 DISPUTE RESOLUTION

21.1 If a dispute relating to this Agreement should arise, and the Parties cannot settle the dispute through negotiation, then the Parties must attempt in good faith to resolve the dispute through mediation. If mediation is unsuccessful, the parties may submit the dispute to binding arbitration pursuant to the *Commercial Arbitration Act* (British Columbia).

21.2 If any dispute is referred to mediation or to an arbitrator appointed under the *Commercial Arbitration Act*, the costs of the mediation or arbitration shall be borne equally by the parties involved in the dispute. The parties agree that in the event of arbitration, a single arbitrator shall be appointed in lieu of a panel.

22.0 ENTIRE AGREEMENT

22.1 The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed.

22.2 This Agreement may be amended from time to time upon terms and conditions mutually acceptable to the HFN and the ACRD only if the amendments are in writing and executed by the parties hereto.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as follows:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT by its authorized signatories)

Name:)

Name:)

SIGNED SEALED AND DELIVERED by the)
HUU-AY-AHT GOVERNMENT COUNCIL)
pursuant to the consent of the majority of the)
Councillors of the HUU-ay-aht HFN present)
at a Council meeting duly convened at which)
authority was given for the)
COUNCIL to enter into this Agreement:)

Chief

Councillor

Witness)

Councillor

Address)

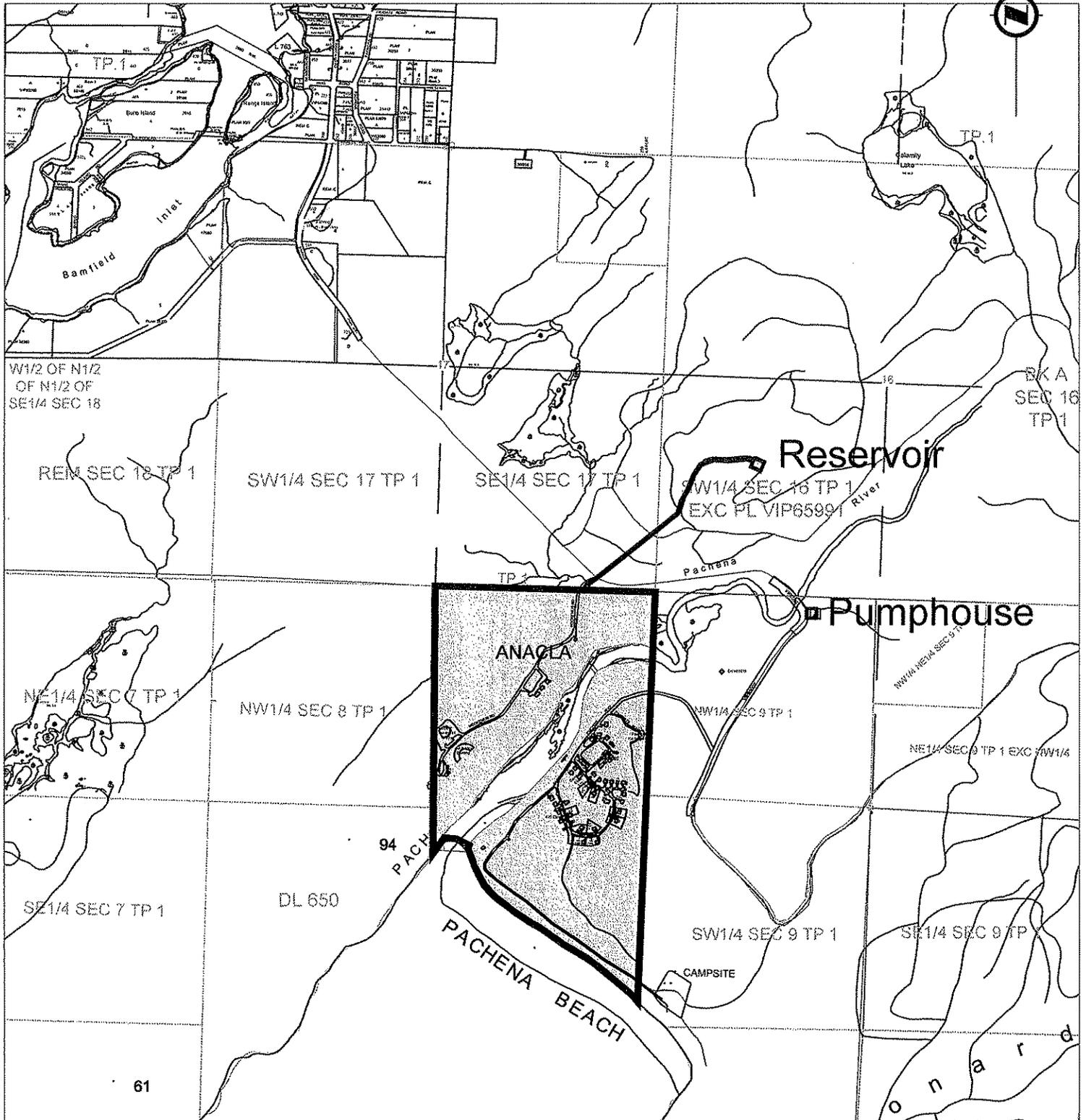
Councillor

Occupation

) Councillor
)
)
) _____
) Councillor

Schedule 'A'

This schedule is attached to and forms part of Fire Protection Agreement between Alberni-Clayoquot Regional District and Huu-ay-aht First Nations



Fire Protection Area



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



SCHEDULE "B" TO AGREEMENT BETWEEN REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT AND THE HUU-AY-AHT GOVERNMENT

COUNCIL/BOARD RESOLUTIONS

Alberni-Clayoquot Regional District

Resolution passed by the Alberni-Clayoquot Regional District Board of Directors at their regular meeting held on :

"Moved by

Huu-ay-aht Government

Authority to sign agreements on behalf of the Huu-ay-aht Government falls under Part 9 and Section 67 of the Financial Administration Act and states the following:

"Subject to spending authority the Executive Director may enter into contracts in the name of the Huu-ah-aht Government as required for the Administration of government or Huu-ay-aht Government bodies."

Connie Waddell, Executive Director, Huu-ay-aht Government has entered into this Fire Protection Services Agreement on behalf of the Huu-ay-aht Government.

SCHEDULE "C" TO AGREEMENT BETWEEN REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT AND THE HUU-AY-AHT GOVERNMENT

**DETAILS OF DEVELOPMENT EXISTING IN ANACLA
AS OF THE DATE OF THIS AGREEMENT**

Dwelling Units 45

Public Buildings 11

Maintenance Building
Shower House
Gate House
House of HUU-ay-aht
Soaring Eagle Community Center
Paawts Day Care
Carving Shed
Old Administration Building
New Administration Building
Pump House
Water Tower

Commercial Units 2

Campground Facilities (shower room, gatekeeper & includes campers, RV's)
Gas Service Station



MEMORANDUM

To: Board of Directors
From: John Thomas
Date: July 30, 2012
Subject: 2011 Annual Water Report

The Environmental Services Department has created an Annual Water Report for the water systems it was responsible for in 2011. This report has been posted within the ACRD website: <http://www.acrd.bc.ca/>

Within the Province of British Columbia the Drinking Water Protection Act and the Drinking Water Regulation prescribes the performances of a water supplier. Examples of some of these performances are that a water supplier must provide potable water and monitor its drinking water source. Section 15 of the Drinking Water Protection Act and Section 11 of the Drinking Water Protection Regulation outline the basic requirements that pertain to the annual report.

This annual report will give an overview of the water services that the ACRD provides and governs for the users of the water systems. It is our responsibility to our community and to the local provincial health authority to make available the information of the water systems.

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



AP5100
 Date : Aug 01, 2012

Page : 1
 Time : 9:19 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2012 To 31-Jul-2012
 Cheque Date : 01-Jul-2012 To 31-Jul-2012
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date				Debit	Credit	
Invoice No.	Account No.	Account Description					
0015	2308 - ROYAL CANADIAN ARMY CADET CORPS						
32454	06-Jul-2012		Issued	108	C	1000.00	
JULY4/12	01-4-2500-000	PAYABLES - TRADE			1000.00		
Invoice Description --> CHERRY CREEK E/A ADMIN - TRAIL CLEARING ALONG CHERRY CREEK ROAD							
Total :					1000.00	0.00	1000.00
Supplier Total :					1000.00	0.00	1000.00

0019	ACE FLAGGING						
32455	06-Jul-2012		Issued	108	C	411.60	
102-1431	01-4-2500-000	PAYABLES - TRADE			411.60		
Invoice Description --> BCWS FLAGGING - SMITH RD							
Total :					411.60	0.00	411.60
Supplier Total :					411.60	0.00	411.60

0021	ALBERNI DISTRICT CO-OP ASSOCIATION						
32503	18-Jul-2012		Issued	111	C	1018.57	
JUN30/12	01-4-2500-000	PAYABLES - TRADE			379.78		
Invoice Description --> BCVFD - JUNE 2012 FUEL COSTS							
BCWSJUN30/12	01-4-2500-000	PAYABLES - TRADE			638.79		
Invoice Description --> BCWS - MONTHLY FUEL COSTS							
Total :					1018.57	0.00	1018.57
Supplier Total :					1018.57	0.00	1018.57

0022	AON REED STENHOUSE INC.						
32504	18-Jul-2012		Issued	111	C	33979.00	
2012-13INS	01-4-2500-000	PAYABLES - TRADE			33979.00		
Invoice Description --> PROPERTY AND BOILER INSURANCE JULY 1, 2012 - JUNE 30, 2013							
Total :					33979.00	0.00	33979.00
Supplier Total :					33979.00	0.00	33979.00

0030	ACKLANDS-GRAINGER INC.						
32456	06-Jul-2012		Issued	108	C	584.61	
4354 0497129	01-4-2500-000	PAYABLES - TRADE			584.61		
Invoice Description --> BCVFD FIREMAN BOOTS							
Total :					584.61	0.00	584.61
32505	18-Jul-2012		Issued	111	C	1956.94	
4354 0499560	01-4-2500-000	PAYABLES - TRADE			1956.94		
Invoice Description --> BCVFD AIR PACK SUPPLIES AND REPAIRS							
Total :					1956.94	0.00	1956.94
32568	24-Jul-2012		Issued	113	C	65.10	

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



AP5100

Page : 2

Date : Aug 01, 2012

Time : 9:19 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2012 To 31-Jul-2012
 Cheque Date : 01-Jul-2012 To 31-Jul-2012
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4354	0499847	01-4-2500-000	PAYABLES - TRADE			65.12	
Invoice Description --> BCVFD - SUPPLIES							
Total :			65.12	0.00			65.12
Supplier Total :			2606.67	0.00			2606.67
0032	ALBERNI LANDSCAPING						
32506	18-Jul-2012		PAYABLES - TRADE	Issued	111	C	532.00
5168	01-4-2500-000		PAYABLES - TRADE			532.00	
Invoice Description --> AVRA - LANDSCAPING							
Total :			532.00	0.00			532.00
Supplier Total :			532.00	0.00			532.00
0038	ALBERNI ENGINEERING						
32457	06-Jul-2012		PAYABLES - TRADE	Issued	108	C	22.40
27272	01-4-2500-000		PAYABLES - TRADE			22.40	
Invoice Description --> BCWS - SUPPLIES							
Total :			22.40	0.00			22.40
Supplier Total :			22.40	0.00			22.40
0056	AIRGAS CANADA INC.						
32507	18-Jul-2012		PAYABLES - TRADE	Issued	111	C	12.00
117466	01-4-2500-000		PAYABLES - TRADE			12.00	
Invoice Description --> BCVFD - GAS SUPPLIES							
Total :			12.00	0.00			12.00
Supplier Total :			12.00	0.00			12.00
0140	ALBERNI GLASS & MIRROR LTD.						
32569	24-Jul-2012		PAYABLES - TRADE	Issued	113	C	162.40
19774	01-4-2500-000		PAYABLES - TRADE			162.40	
Invoice Description --> ACRD OFFICE - FRONT DOOR REPAIR							
Total :			162.40	0.00			162.40
Supplier Total :			162.40	0.00			162.40
0163	ALBERNI CHRYSLER LTD						
32570	24-Jul-2012		PAYABLES - TRADE	Issued	113	C	2063.14
55172	01-4-2500-000		PAYABLES - TRADE			2063.14	
Invoice Description --> DODGE DAKOTA - OIL LUBE & FILTER, FUEL INJECTOR, TUNE UP & BRAKES							
Total :			2063.14	0.00			2063.14

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Bank : 1 To 3

Status : All

Medium :

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				2063.14	0.00	2063.14

0188 ALBERNI INDUSTRIAL MARINE SUPPLY LTD.		Status	Batch	Medium	Amount	
32458	06-Jul-2012	Issued	108	C	123.19	
95977A	01-4-2500-000	PAYABLES - TRADE		123.19		
Invoice Description --> SLMP BOAT BATTERY						
Total :				123.19	0.00	123.19
Supplier Total :				123.19	0.00	123.19

0190 ALBERNI ISLAND SHUTTLE		Status	Batch	Medium	Amount	
32508	18-Jul-2012	Issued	111	C	630.00	
110712	01-4-2500-000	PAYABLES - TRADE		630.00		
Invoice Description --> BUS FOR UCLUELET MEETING						
Total :				630.00	0.00	630.00
Supplier Total :				630.00	0.00	630.00

0200 LADY ROSE MARINE SERVICES		Status	Batch	Medium	Amount	
32509	18-Jul-2012	Issued	111	C	2042.77	
LRJUN/12	01-4-2500-000	PAYABLES - TRADE		2042.77		
Invoice Description --> BAMFIELD BINS \$1,450, BWS \$327.90, POSTAGE \$46						
Total :				2042.77	0.00	2042.77
Supplier Total :				2042.77	0.00	2042.77

0270 ANDREW SHERET LTD.		Status	Batch	Medium	Amount	
32459	06-Jul-2012	Issued	108	C	2600.14	
03-083652	01-4-2500-000	PAYABLES - TRADE		138.88		
Invoice Description --> BCWS SUPPLIES						
03-083521	01-4-2500-000	PAYABLES - TRADE		922.72		
Invoice Description --> BCWS SUPPLIES						
03-083573	01-4-2500-000	PAYABLES - TRADE		1538.54		
Invoice Description --> BCWS SUPPLIES						
Total :				2600.14	0.00	2600.14

32571	24-Jul-2012	Issued	113	C	1522.61	
03-085191	01-4-2500-000	PAYABLES - TRADE		1522.61		
Invoice Description --> BCWS SUPPLIES						
Total :				1522.61	0.00	1522.61
Supplier Total :				4122.75	0.00	4122.75

0380 ALBERNI SEPTIC TANK SERVICE		Status	Batch	Medium	Amount
32510	18-Jul-2012	Issued	111	C	92.40
7667	01-4-2500-000	PAYABLES - TRADE		92.40	

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 Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> JUNE 2012 DIXON PARK TOILET RENTAL						
Total :				92.40	0.00	92.40
Supplier Total :				92.40	0.00	92.40

0508 BAMFIELD BUILDERS SUPPLY						
32511	18-Jul-2012		Issued	111	C	167.17
159697	01-4-2500-000	PAYABLES - TRADE				-18.19
Invoice Description --> BWS SUPPLIES						
159340	01-4-2500-000	PAYABLES - TRADE				-9.36
Invoice Description --> BWS SUPPLIES						
159338	01-4-2500-000	PAYABLES - TRADE				8.16
Invoice Description --> BWS SUPPLIES						
159324	01-4-2500-000	PAYABLES - TRADE				11.80
Invoice Description --> BWS SUPPLIES						
159692	01-4-2500-000	PAYABLES - TRADE				16.50
Invoice Description --> BWS SUPPLIES						
159640	01-4-2500-000	PAYABLES - TRADE				37.43
Invoice Description --> BWS SUPPLIES						
159689	01-4-2500-000	PAYABLES - TRADE				120.83
Invoice Description --> BWS SUPPLIES						
Total :				167.17	0.00	167.17
Supplier Total :				167.17	0.00	167.17

0530 BEST WESTERN BARCLAY HOTEL						
32512	18-Jul-2012		issued	111	C	1770.97
2012005331	01-4-2500-000	PAYABLES - TRADE				429.96
Invoice Description --> LABOUR NEGOTIATIONS CONSULTANT						
5036/5069	01-4-2500-000	PAYABLES - TRADE				1341.01
Invoice Description --> HEALTH NETWORK EDUCATIONAL DAY						
Total :				1770.97	0.00	1770.97
Supplier Total :				1770.97	0.00	1770.97

0556 BARKLEY SOUND MANAGEMENT						
32513	18-Jul-2012		Issued	111	C	13848.63
495456	01-4-2500-000	PAYABLES - TRADE				127.31
Invoice Description --> SB PUMP TRUCK REPAIR						
495457	01-4-2500-000	PAYABLES - TRADE				2409.32
Invoice Description --> SB GROUNDS MAINTENANCE & ALDER REMOVAL						
2012-07	01-4-2500-000	PAYABLES - TRADE				5600.00
Invoice Description --> SB MGMT & SECURITY JUNE 16 - JULY 15 2012						
495455	01-4-2500-000	PAYABLES - TRADE				5712.00
Invoice Description --> SB PUMP & HAUL CONTRACTOR & GROUNDS MAINTENANCE						
Total :				13848.63	0.00	13848.63

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				13848.63	0.00	13848.63

0655 BC HOUSING		Status	Batch	Medium	Amount	
32460	06-Jul-2012	Issued	108	C	1030.40	
510054	01-4-2500-000	PAYABLES - TRADE		1030.40		
Invoice Description --> AV EMERG PLANNING - RAPID DAMAGE ASSESSMENT COURSE						
Total :				1030.40	0.00	1030.40
Supplier Total :				1030.40	0.00	1030.40

0660 BC HYDRO		Status	Batch	Medium	Amount	
32461	06-Jul-2012	Issued	108	C	6370.32	
112005939917	01-4-2500-000	PAYABLES - TRADE		29.83		
Invoice Description --> BCWS HYDRO						
112005939916	01-4-2500-000	PAYABLES - TRADE		94.60		
Invoice Description --> BCWS HYDRO						
114005913268	01-4-2500-000	PAYABLES - TRADE		1080.70		
Invoice Description --> BCWS HYDRO						
114005913269	01-4-2500-000	PAYABLES - TRADE		1215.17		
Invoice Description --> BCWS HYDRO						
400001914479	01-4-2500-000	PAYABLES - TRADE		3950.02		
Invoice Description --> BCWS HYDRO						
Total :				6370.32	0.00	6370.32
32514	18-Jul-2012	Issued	111	C	6707.76	
400001919556	01-4-2500-000	PAYABLES - TRADE		6707.76		
Invoice Description --> HYRDO - ACRD CONSOLIDATED						
Total :				6707.76	0.00	6707.76
Supplier Total :				13078.08	0.00	13078.08

0700 BC TRANSIT		Status	Batch	Medium	Amount	
32572	24-Jul-2012	Issued	113	C	11884.00	
612602	01-4-2500-000	PAYABLES - TRADE		11884.00		
Invoice Description --> JUNE 2012 CUSTOM TRANSIT						
Total :				11884.00	0.00	11884.00
Supplier Total :				11884.00	0.00	11884.00

0791 BERRY & VALE CONTRACTING LTD		Status	Batch	Medium	Amount
32515	18-Jul-2012	Issued	111	C	113512.60
823	01-4-2500-000	PAYABLES - TRADE		5924.80	
Invoice Description --> AVLF COVER MATERIAL TEST HOLES					
836	01-4-2500-000	PAYABLES - TRADE		36252.16	
Invoice Description --> WCLF JUNE CONTRACTOR & FREON REMOVAL					
835	01-4-2500-000	PAYABLES - TRADE		71335.64	
Invoice Description --> AVLF JUNE CONTRACTOR, REFRIDGERANT REMOVAL \$384, TIRES \$425.04, OTHER \$2,308.04					

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description				Debit	Credit	
Total :						113512.60	0.00	113512.60
Supplier Total :						113512.60	0.00	113512.60

0842 BOUCHER, BOB

32573	24-Jul-2012		Issued	113	C		500.00	
372865	01-4-2500-000	PAYABLES - TRADE				500.00		
Invoice Description -->		LBA JUNE 2012 CLEANING						
Total :						500.00	0.00	500.00
Supplier Total :						500.00	0.00	500.00

0940 DUVALL, E.

32499	10-Jul-2012		Issued	110	C		1850.00	
EDJUL/12	01-4-2500-000	PAYABLES - TRADE				1850.00		
Invoice Description -->		JANITORIAL EXP PLUS \$150 PER MONTH EXTRA (MAY/JUNE) FOR DOWNSTAIRS CLEANING						
Total :						1850.00	0.00	1850.00
Supplier Total :						1850.00	0.00	1850.00

0944 BREAKER'S MARINE LTD

32462	06-Jul-2012		Issued	108	C		122.30	
B21314	01-4-2500-000	PAYABLES - TRADE				2.60		
Invoice Description -->		BWS SUPPLIES						
B16347	01-4-2500-000	PAYABLES - TRADE				10.89		
Invoice Description -->		BWS SUPPLIES - TRIMMER LINE						
B21415	01-4-2500-000	PAYABLES - TRADE				17.53		
Invoice Description -->		BWS SUPPLIES						
B21430	01-4-2500-000	PAYABLES - TRADE				91.28		
Invoice Description -->		BWS SUPPLIES						
Total :						122.30	0.00	122.30
Supplier Total :						122.30	0.00	122.30

0945 BREAKERS LTD

32574	24-Jul-2012		Issued	113	C		133.27	
P11153	01-4-2500-000	PAYABLES - TRADE				133.27		
Invoice Description -->		SLMP - BOAT PROP						
Total :						133.27	0.00	133.27
Supplier Total :						133.27	0.00	133.27

0950 BRETT, KENNETH

32575	24-Jul-2012		Issued	113	C		1000.00
BRE155842	01-4-2500-000	PAYABLES - TRADE				1000.00	
Invoice Description -->		ALBERNI VALLEY AIRPORT SUPERVISION					

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				1000.00	0.00	1000.00
Supplier Total :				1000.00	0.00	1000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0998	BC LIFE AND CASUALTY COMPANY					
32463	06-Jul-2012	Issued	108	C	437.28	
BCID - BCLIFEJUN8	01-4-2500-000	PAYABLES - TRADE		437.28		
Invoice Description --> BCID - GROUP INSURANCE JUNE & JULY 2012						
Total :				437.28	0.00	437.28
Supplier Total :				437.28	0.00	437.28

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1035	BUTLER, LES					
32576	24-Jul-2012	Issued	113	C	3276.00	
2012-06	01-4-2500-000	PAYABLES - TRADE		3276.00		
Invoice Description --> BWS - JUNE 2012 CONTRACTOR						
Total :				3276.00	0.00	3276.00
Supplier Total :				3276.00	0.00	3276.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1058	C. BOWNE ENTERPRISES					
32516	18-Jul-2012	Issued	111	C	339.68	
8028	01-4-2500-000	PAYABLES - TRADE		53.03		
Invoice Description --> AVRA JANITORIAL SUPPLIES						
8007	01-4-2500-000	PAYABLES - TRADE		55.55		
Invoice Description --> JANITORIAL SUPPLIES						
8018	01-4-2500-000	PAYABLES - TRADE		55.55		
Invoice Description --> JANITORIAL SUPPLIES						
8010	01-4-2500-000	PAYABLES - TRADE		175.55		
Invoice Description --> AVRA JANITORIAL SUPPLIES						
Total :				339.68	0.00	339.68
Supplier Total :				339.68	0.00	339.68

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1110	CANADA POST					
32517	18-Jul-2012	Issued	111	C	228.14	
9494840966	01-4-2500-000	PAYABLES - TRADE		228.14		
Invoice Description --> MAILOUTS - OCP'S \$126.31 & SL NEWSLETTER \$77.39						
Total :				228.14	0.00	228.14
Supplier Total :				228.14	0.00	228.14

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date				
Invoice No.	Account No.	Account Description		Debit	Credit
1342	CITY OF PORT ALBERNI				
32577	24-Jul-2012	Issued	113	C	4476.61
JULY19/12	01-4-2500-000	PAYABLES - TRADE		4476.61	
Invoice Description --> AVLF SEWER LECHATE \$609.18, BWS TRAINING - RESERVIOR CLEANING \$3387.97					

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Total :			4476.61	0.00	4476.61		
Supplier Total :			4476.61	0.00	4476.61		

1373	COLUMBIA FUELS						
32518	18-Jul-2012		Issued	111	C	15297.62	
591924	01-4-2500-000	PAYABLES - TRADE				15297.62	
Invoice Description -->		AVRA FUEL - 100LL					
Total :			15297.62	0.00	15297.62		
Supplier Total :			15297.62	0.00	15297.62		

1377	CHERRY CREEK FIREFIGHTERS ASSOCIATION						
32464	06-Jul-2012		Issued	108	C	2000.00	
JULY4/12	01-4-2500-000	PAYABLES - TRADE				2000.00	
Invoice Description -->		CHERRY CREEK E/A ADMIN - CCVFD 50TH ANNIVERSARY					
Total :			2000.00	0.00	2000.00		
Supplier Total :			2000.00	0.00	2000.00		

1378	CIT						
32519	18-Jul-2012		Issued	111	C	245.28	
JUL6/12	01-4-2500-000	PAYABLES - TRADE				245.28	
Invoice Description -->		FORMER BCID PRINTER LEASE 780-0460648-001					
Total :			245.28	0.00	245.28		
Supplier Total :			245.28	0.00	245.28		

1434	COLUMBIA ICE						
32520	18-Jul-2012		Issued	111	C	84.74	
028373/039889	01-4-2500-000	PAYABLES - TRADE				84.74	
Invoice Description -->		OFFICE SUPPLIES					
Total :			84.74	0.00	84.74		
Supplier Total :			84.74	0.00	84.74		

1650	CUPE - LOCAL 118						
32521	18-Jul-2012		Issued	111	C	1124.01	
DUEJUNE12	01-4-2500-000	PAYABLES - TRADE				1124.01	
Invoice Description -->		JUNE 2012 DUES					
Total :			1124.01	0.00	1124.01		
Supplier Total :			1124.01	0.00	1124.01		

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 Medium :
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
32578	24-Jul-2012		Issued	113	C	739.20		
905968011	01-4-2500-000	PAYABLES - TRADE				739.20		
Invoice Description -->		BCWS - TREE REMOVAL 8032 BEAVER CREEK TRAIL						
Total :						739.20	0.00	739.20
Supplier Total :						739.20	0.00	739.20

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
1661	18-Jul-2012		Issued	111	C	4689.81		
32522	01-4-2500-000	PAYABLES - TRADE				4689.81		
JUN/12	Invoice Description --> HEALTH NETWORK COORDINATOR - JUNE							
Total :						4689.81	0.00	4689.81
Supplier Total :						4689.81	0.00	4689.81

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
1709	18-Jul-2012		Issued	111	C	16799.76		
32523	01-4-2500-000	PAYABLES - TRADE				1464.96		
2096	Invoice Description --> SB ROAD GRADING							
2094	01-4-2500-000	PAYABLES - TRADE				1500.00		
2106	Invoice Description --> SB BURN PILE							
2106	01-4-2500-000	PAYABLES - TRADE				13834.80		
Invoice Description --> AVRA BRUSHCUTTING								
Total :						16799.76	0.00	16799.76
Supplier Total :						16799.76	0.00	16799.76
32579	24-Jul-2012		Issued	113	C	9058.00		
2110	01-4-2500-000	PAYABLES - TRADE				3326.40		
Invoice Description --> AVRA BRUSHCUTTING - CAPITAL								
2113	01-4-2500-000	PAYABLES - TRADE				5731.60		
Invoice Description --> AVRA BRUSHCUTTING - CAPITAL								
Total :						9058.00	0.00	9058.00
Supplier Total :						25857.76	0.00	25857.76

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
1845	18-Jul-2012		Issued	111	C	159.20		
32524	01-4-2500-000	PAYABLES - TRADE				159.20		
14301	Invoice Description --> BCWS FREIGHT							
Total :						159.20	0.00	159.20
Supplier Total :						159.20	0.00	159.20

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
1847	24-Jul-2012		Issued	113	C	200.00	
32580	01-4-2500-000	PAYABLES - TRADE				200.00	
DUP155843	Invoice Description --> SPROAT PARKS CARETAKER						

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description				Debit	Credit		
Total :							200.00	0.00	200.00
Supplier Total :							200.00	0.00	200.00

1890	EBA ENGINEERING CONSULTANTS LTD.								
32525	18-Jul-2012		Issued	111	C			120.85	
704-C31101167	01-4-2500-000	PAYABLES - TRADE				120.85			
Invoice Description -->		LBA SAFETY MGMT SYSTEM PHASE IV PROJECT							
Total :							120.85	0.00	120.85
Supplier Total :							120.85	0.00	120.85

1955	ERT TRAINING INC								
32465	06-Jul-2012		Issued	108	C			3068.80	
1335	01-4-2500-000	PAYABLES - TRADE				3068.80			
Invoice Description -->		BCVFD - LOW SLOPE RESCUE TRAINING							
Total :							3068.80	0.00	3068.80
Supplier Total :							3068.80	0.00	3068.80

1979	ERIK LARSEN DIESEL CO. LTD.								
32526	18-Jul-2012		Issued	111	C			342.66	
709509	01-4-2500-000	PAYABLES - TRADE				342.66			
Invoice Description -->		SB FUEL FILTER FOR PUMP TRUCK & STEEL FOR FLOAT DOCK							
Total :							342.66	0.00	342.66
Supplier Total :							342.66	0.00	342.66

2010	OUGHTRED COFFEE & TEA LTD.								
32527	18-Jul-2012		Issued	111	C			120.48	
INV73380	01-4-2500-000	PAYABLES - TRADE				120.48			
Invoice Description -->		OFFICE SUPPLIES							
Total :							120.48	0.00	120.48
Supplier Total :							120.48	0.00	120.48

2067	FORTISBC								
32466	06-Jul-2012		Issued	108	C			12.11	
JUN21/12	01-4-2500-000	PAYABLES - TRADE				12.11			
Invoice Description -->		BCVFD - MONTHLY NATURAL GAS FOR HALL							
Total :							12.11	0.00	12.11
Supplier Total :							12.11	0.00	12.11

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
32528	18-Jul-2012			Issued	111	C	592.48
8397	01-4-2500-000	PAYABLES - TRADE					592.48
		Invoice Description --> PLOTTER REPAIR					
				Total :			592.48
							0.00
							592.48
				Supplier Total :			592.48
							0.00
							592.48

2300	GRAND & TOY	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
32529	18-Jul-2012			Issued	111	C	634.77
D651042	01-4-2500-000	PAYABLES - TRADE					35.34
		Invoice Description --> OFFICE SUPPLIES					
D662279	01-4-2500-000	PAYABLES - TRADE					245.30
		Invoice Description --> OFFICE SUPPLIES					
D697047	01-4-2500-000	PAYABLES - TRADE					354.13
		Invoice Description --> TONER \$128.14 & OFFICE SUPPLIES \$186.80					
				Total :			634.77
							0.00
							634.77
				Supplier Total :			634.77
							0.00
							634.77

2320	THE GRAPHICS FACTORY	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
32467	06-Jul-2012			Issued	108	C	77.28
20011	01-4-2500-000	PAYABLES - TRADE					77.28
		Invoice Description --> BUSINESS CARDS FOR ROBERT ASTON					
				Total :			77.28
							0.00
							77.28
32581	24-Jul-2012			Issued	113	C	224.00
20046	01-4-2500-000	PAYABLES - TRADE					224.00
		Invoice Description --> BCWS - DECALS FOR WATER SYSTEM VEHICLES					
				Total :			224.00
							0.00
							224.00
				Supplier Total :			301.28
							0.00
							301.28

2485	HOLDER, DAN	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
32468	06-Jul-2012			Issued	108	C	4185.50
JULY4/12	01-4-2500-000	PAYABLES - TRADE					4185.50
		Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - JUNE 2012					
				Total :			4185.50
							0.00
							4185.50
32530	18-Jul-2012			Issued	111	C	81.00
DHJUN30/12	01-4-2500-000	PAYABLES - TRADE					81.00
		Invoice Description --> ACRD FUEL - REIMBURSEMENT FOR EXPENSES					
				Total :			81.00
							0.00
							81.00
				Supplier Total :			4266.50
							0.00
							4266.50

2490 HOLLAND, KATHLEEN

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
32531	18-Jul-2012		Issued	111	C	500.00		
KHMMILEJUN/12	01-4-2500-000	PAYABLES - TRADE				500.00		
Invoice Description --> SB MANAGER MILEAGE JUNE 2012								
Total :						500.00	0.00	500.00
Supplier Total :						500.00	0.00	500.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2491	HOLLAND KATHLEEN (PETTY CASH)							
32532	18-Jul-2012		Issued	111	C	505.27		
PCJUN30/12	01-4-2500-000	PAYABLES - TRADE				505.27		
Invoice Description --> SB - SECURITY \$303.79, SEWAGE \$101.70, RECREATION \$99.78								
Total :						505.27	0.00	505.27
Supplier Total :						505.27	0.00	505.27

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2690	INSURANCE CORPORATION OF B.C.							
32500	10-Jul-2012		Issued	110	C	334.00		
LBCTRACTINS	01-4-2500-000	PAYABLES - TRADE				334.00		
Invoice Description --> LBA TRACTOR INSURANCE								
Total :						334.00	0.00	334.00
Supplier Total :						334.00	0.00	334.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2785	JACK'S EXCEL TIRE CENTRE							
32533	18-Jul-2012		Issued	111	C	44.80		
106186	01-4-2500-000	PAYABLES - TRADE				44.80		
Invoice Description --> FORD RANGER FLAT REPAIR								
Total :						44.80	0.00	44.80
Supplier Total :						44.80	0.00	44.80

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2827	JAL DESIGNS							
32469	06-Jul-2012		Issued	108	C	136.64		
40492181	01-4-2500-000	PAYABLES - TRADE				136.64		
Invoice Description --> BCVFD - UNIFORMS								
Total :						136.64	0.00	136.64

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
32534	18-Jul-2012		Issued	111	C	527.52		
40492532	01-4-2500-000	PAYABLES - TRADE				527.52		
Invoice Description --> SLMP - UNIFORMS								
Total :						527.52	0.00	527.52
Supplier Total :						664.16	0.00	664.16

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
2840	JUSTICE INSTITUTE						
32535	18-Jul-2012		Issued	111	C	588.00	

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
20031024	01-4-2500-000	PAYABLES - TRADE				588.00	
		Invoice Description --> BCVFD - FIRST RESPONDER COURSE - MAY 13/12					
Total :						588.00	0.00 588.00
32582	24-Jul-2012			Issued	113	C	30.00
20031206	01-4-2500-000	PAYABLES - TRADE				30.00	
		Invoice Description --> BCVFD - FIREFIGHTER II EXAMS					
Total :						30.00	0.00 30.00
Supplier Total :						618.00	0.00 618.00
2877	KOERS & ASSOCIATES ENGINEERING LTD.						
32470	06-Jul-2012			Issued	108	C	3910.20
1204-005	01-4-2500-000	PAYABLES - TRADE				3910.20	
		Invoice Description --> BCWS - KITSUKSIS RESERVOIR					
Total :						3910.20	0.00 3910.20
Supplier Total :						3910.20	0.00 3910.20
2890	L.B. WOODCHOPPERS LTD.						
32471	06-Jul-2012			Issued	108	C	176.01
150011	01-4-2500-000	PAYABLES - TRADE				176.01	
		Invoice Description --> BCWS - SUPPLIES					
Total :						176.01	0.00 176.01
Supplier Total :						176.01	0.00 176.01
3008	LAND TITLE AND SURVEY AUTHORITY OF B.C.						
32536	18-Jul-2012			Issued	111	C	23.90
DPF12001	01-4-2500-000	PAYABLES - TRADE				23.90	
		Invoice Description --> DEVELOPMENT VARIANCE DPF12001 - PRICE/ROGERS					
Total :						23.90	0.00 23.90
Supplier Total :						23.90	0.00 23.90
3020	LAFARGE CANADA INC.						
32537	18-Jul-2012			Issued	111	C	636593.83
PP1	01-4-2500-000	PAYABLES - TRADE				636593.83	
		Invoice Description --> LBA RUNWAY 11-29 PAVEMENT REHAB PROGRESS PYMT #1					
Total :						636593.83	0.00 636593.83
Supplier Total :						636593.83	0.00 636593.83
3119	LUBE X #44						
32538	18-Jul-2012			Issued	111	C	57.86
14700	01-4-2500-000	PAYABLES - TRADE				57.86	

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> BCWS TRUCK REPAIRS								
Total :						57.86	0.00	57.86
Supplier Total :						57.86	0.00	57.86

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
3195	MANSON RENOVATING & CONSTRUCTION LTD.							
32539	18-Jul-2012		Issued	111	C	2406.49	2406.49	
798	01-4-2500-000	PAYABLES - TRADE				2406.49		
Invoice Description --> ACRD OFFICE RENOS - COPIER ROOM AND HALLWAY								
Total :						2406.49	0.00	2406.49
Supplier Total :						2406.49	0.00	2406.49

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
3270	MCCOY LAKE EXCAVATING LTD							
32472	06-Jul-2012		Issued	108	C	1229.76	1229.76	
2052	01-4-2500-000	PAYABLES - TRADE				1229.76		
Invoice Description --> BCWS - SMITH ROAD WATER MAIN REPAIR								
Total :						1229.76	0.00	1229.76
Supplier Total :						1229.76	0.00	1229.76

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
3272	MCCONNELL, SHAWN							
32540	18-Jul-2012		Issued	111	C	2299.58	2299.58	
746553	01-4-2500-000	PAYABLES - TRADE				787.58		
Invoice Description --> JUNE MILLSTREAM WATER CONTRACTOR								
746554	01-4-2500-000	PAYABLES - TRADE				1512.00		
Invoice Description --> JUNE LONG BEACH WATER CONTRACTOR								
Total :						2299.58	0.00	2299.58
Supplier Total :						2299.58	0.00	2299.58

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
3273	MCDUGALL'S LANDSCAPING							
32583	24-Jul-2012		Issued	113	C	630.00	630.00	
2377	01-4-2500-000	PAYABLES - TRADE				630.00		
Invoice Description --> ACRD OFFICE - APRIL - JUNE 2012 LANDSCAPING								
Total :						630.00	0.00	630.00
Supplier Total :						630.00	0.00	630.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
3280	MCGILL & ASSOCIATES ENGINEERING						
32541	18-Jul-2012		issued	111	C	14605.70	14605.70
13880	01-4-2500-000	PAYABLES - TRADE				92.40	
Invoice Description --> LBA WATER SYSTEM EVALUATION							
13876	01-4-2500-000	PAYABLES - TRADE				264.60	
Invoice Description --> WCLF ANNUAL REPORTING							
13878	01-4-2500-000	PAYABLES - TRADE				388.08	

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
		Invoice Description --> SLVFD - LAKESHORE FIREHALL SEISMIC UPGRADE					
13875	01-4-2500-000	PAYABLES - TRADE	474.60				
		Invoice Description --> AVLF ANNUAL REPORTING					
13881	01-4-2500-000	PAYABLES - TRADE	802.20				
		Invoice Description --> LBA - INFRASTRUCTURE - SITE SERVICES					
13879	01-4-2500-000	PAYABLES - TRADE	1251.60				
		Invoice Description --> AVLF - COVER MATERIAL SOURCING - CAPITAL					
13874	01-4-2500-000	PAYABLES - TRADE	1740.54				
		Invoice Description --> SALMON BEACH SEWAGE FIELD					
13877	01-4-2500-000	PAYABLES - TRADE	2488.64				
		Invoice Description --> LBA ACCESS ROAD CULVERTS					
13853	01-4-2500-000	PAYABLES - TRADE	7103.04				
		Invoice Description --> SLVFD - HAROLD BISHOP FIREHALL WATER SERVICE					
Total :			14605.70	0.00			14605.70
Supplier Total :			14605.70	0.00			14605.70

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
3288	MCLEMAN, JACK						
32542	18-Jul-2012			Issued	111	C	180.00
JMJUL11/12	01-4-2500-000	PAYABLES - TRADE	180.00				
		Invoice Description --> BOARD MEETING - JULY 11, 2012					
Total :			180.00	0.00			180.00
Supplier Total :			180.00	0.00			180.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
3293	MCMASTER, DUNCAN						
32473	06-Jul-2012			Issued	108	C	315.00
DMJUNE27/12	01-4-2500-000	PAYABLES - TRADE	315.00				
		Invoice Description --> JUNE 27 BOARD OF DIRECTORS MEETING					
Total :			315.00	0.00			315.00
Supplier Total :			315.00	0.00			315.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
3340	MINISTER OF FINANCE						
32474	06-Jul-2012			Issued	108	C	1756.00
MSPJULY12	01-4-2500-000	PAYABLES - TRADE	1756.00				
		Invoice Description --> MSP PREMIUMS FOR JULY 2012					
Total :			1756.00	0.00			1756.00
Supplier Total :			1756.00	0.00			1756.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
3353	MEUNIER, NORMAN						
32475	06-Jul-2012			Issued	108	C	420.00
551071	01-4-2500-000	PAYABLES - TRADE	420.00				
		Invoice Description --> CONSULTING - BCWS (\$360), BWS (\$60)					

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				420.00	0.00	420.00
Supplier Total :				420.00	0.00	420.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3478	MTS MAINTENANCE TRACKING SYSTEMS INC.					
32476	06-Jul-2012	Issued	108	C	991.95	
2328	01-4-2500-000	PAYABLES - TRADE		991.95		
Invoice Description -->		BCWS - BACKFLOW ASSEMBLY RE CERTIFICATION				
Total :				991.95	0.00	991.95
Supplier Total :				991.95	0.00	991.95

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3490	MUNICIPAL PENSION PLAN					
EFT-14	20-Jul-2012	Issued	114	E	7161.51	
JULY8/12 - SUPER	01-4-2500-000	PAYABLES - TRADE		7161.51		
Invoice Description -->		PP ENDING JULY 8 - SUPERANNUATION				
Total :				7161.51	0.00	7161.51
Supplier Total :				7161.51	0.00	7161.51

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3500	MUNICIPAL FINANCE AUTHORITY					
EFT-12	01-Jul-2012	Issued	115	E	53.72	
06/2012TEMP	01-4-2500-000	PAYABLES - TRADE		53.72		
Invoice Description -->		TEMPORARY BORROWING INTEREST				
Total :				53.72	0.00	53.72

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
32477	06-Jul-2012	Issued	108	C	-82680.36	
33-01-2002	01-4-2500-000	PAYABLES - TRADE		-78611.61		
Invoice Description -->		DEBENTURE DEBT				
66-01NOV99	01-4-2500-000	PAYABLES - TRADE		-4068.75		
Invoice Description -->		MFA INV. 66-01				
Total :				-82680.36	0.00	-82680.36
Supplier Total :				-82626.64	0.00	-82626.64

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3600	NEOPOST					
32543	18-Jul-2012	Issued	111	C	200.44	
1947497	01-4-2500-000	PAYABLES - TRADE		200.44		
Invoice Description -->		NEOPOST FOLDER/STUFFER - AUGUST 2012				
Total :				200.44	0.00	200.44
Supplier Total :				200.44	0.00	200.44

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
3640	NORTH ISLAND FILM COMMISSION				
32478	06-Jul-2012	Issued	108	C	7500.00
2012 GIA	01-4-2500-000	PAYABLES - TRADE		7500.00	

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
Invoice Description --> 2012 GRANT IN AID								
Total :						7500.00	0.00	7500.00
Supplier Total :						7500.00	0.00	7500.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
3647	NORTH ISLAND COLLEGE							
32584		24-Jul-2012		Issued	113	C	56.00	
02-649252	01-4-2500-000	PAYABLES - TRADE				56.00		
Invoice Description --> BCVFD - TRAINING								
Total :						56.00	0.00	56.00
Supplier Total :						56.00	0.00	56.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
3651	NORTH ISLAND LABORATORIES							
32479		06-Jul-2012		Issued	108	C	112.00	
81910	01-4-2500-000	PAYABLES - TRADE				112.00		
Invoice Description --> SALMON BEACH WATER TESTING								
Total :						112.00	0.00	112.00
Supplier Total :						112.00	0.00	112.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
3779	OWL CUSTOM WOODWORKS							
32480		06-Jul-2012		Issued	108	C	2724.00	
181911	01-4-2500-000	PAYABLES - TRADE				2724.00		
Invoice Description --> OFFICE RENOVATIONS - FRONT COUNTER - LESS \$2540 DEPOSIT								
Total :						2724.00	0.00	2724.00
Supplier Total :						2724.00	0.00	2724.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit			
3792	PACIFIC BLUE CROSS							
32481		06-Jul-2012		Issued	108	C	673.35	
BCWS-PBCJULY12	01-4-2500-000	PAYABLES - TRADE				673.35		
Invoice Description --> BCWS - JULY 2012 PREMIUMS								
Total :						673.35	0.00	673.35
32585		24-Jul-2012		Issued	113	C	5580.72	
BCWS-PBCAUG12	01-4-2500-000	PAYABLES - TRADE				673.35		
Invoice Description --> BCWS - AUGUST 2012 PREMIUMS								
PBCAUG12	01-4-2500-000	PAYABLES - TRADE				4907.37		
Invoice Description --> AUGUST 2012 PREMIUMS								
Total :						5580.72	0.00	5580.72
Supplier Total :						6254.07	0.00	6254.07

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
3829	PACIFICO MARINE						
32544		18-Jul-2012		Issued	111	C	501.50

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
JULY21/12	01-4-2500-000	PAYABLES - TRADE	501.59				
Invoice Description --> SALMON BEACH - RECREATION							
Total :			501.59	0.00		501.59	
Supplier Total :			501.59	0.00		501.59	

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4002	DIGITAL POSTAGE ON CALL						
32545	18-Jul-2012			Issued	111	C	6000.00
JUL18/12	01-4-2500-000	PAYABLES - TRADE	6000.00				
Invoice Description --> POSTAGE ACCOUNT 8000202700							
Total :			6000.00	0.00		6000.00	
Supplier Total :			6000.00	0.00		6000.00	

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4010	PETRO CANADA						
32546	18-Jul-2012			Issued	111	C	595.56
PCJUNE12	01-4-2500-000	PAYABLES - TRADE	595.56				
Invoice Description --> FUEL RD VEHICLES							
Total :			595.56	0.00		595.56	
Supplier Total :			595.56	0.00		595.56	

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4040	PITNEYWORKS						
32482	06-Jul-2012			Issued	108	C	112.00
BCWS-LEASEJUN1:	01-4-2500-000	PAYABLES - TRADE	112.00				
Invoice Description --> BCWS - POSTAGE MACHINE LEASE - 6100-9000-1165-6284							
Total :			112.00	0.00		112.00	
Supplier Total :			112.00	0.00		112.00	

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4115	PRICE'S ALARM SYSTEM LTD						
32483	06-Jul-2012			Issued	108	C	618.24
1562983	01-4-2500-000	PAYABLES - TRADE	100.80				
Invoice Description --> BCVFD - HALL ALARM MONITORING JULY - DECEMBER 2012							
1563817	01-4-2500-000	PAYABLES - TRADE	235.20				
Invoice Description --> AVLF SCALE SHACK ALARM MONITORING JULY - DECEMBER 2012							
1563816	01-4-2500-000	PAYABLES - TRADE	282.24				
Invoice Description --> ACRD OFFICE ALARM MONITORING JULY - DECEMBER 2012							
Total :			618.24	0.00		618.24	
Supplier Total :			618.24	0.00		618.24	

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4156	GENIVAR INC.						
32484	06-Jul-2012			Issued	108	C	9380.48
16479	01-4-2500-000	PAYABLES - TRADE	9380.48				
Invoice Description --> LBA - ACAP PROJECTS							

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 Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				9380.48	0.00	9380.48
Supplier Total :				9380.48	0.00	9380.48

4180 PUROLATOR COURIER SERVICE		Status	Batch	Medium	Amount	
32485	06-Jul-2012	Issued	108	C	19.86	
416834599	01-4-2500-000	PAYABLES - TRADE		19.86		
Invoice Description --> POSTAGE						
Total :				19.86	0.00	19.86
32547 18-Jul-2012		Issued	111	C	41.89	
416984161	01-4-2500-000	PAYABLES - TRADE		41.89		
Invoice Description --> POSTAGE						
Total :				41.89	0.00	41.89
Supplier Total :				61.75	0.00	61.75

4187 QUALITY FOODS-PORT ALBERNI		Status	Batch	Medium	Amount	
32586	24-Jul-2012	Issued	113	C	45.86	
67 809993	01-4-2500-000	PAYABLES - TRADE		45.86		
Invoice Description --> OFFICE SUPPLIES						
Total :				45.86	0.00	45.86
Supplier Total :				45.86	0.00	45.86

4208 R&R BOAT REFIT AND REPAIR LTD		Status	Batch	Medium	Amount	
32548	18-Jul-2012	Issued	111	C	50.40	
631	01-4-2500-000	PAYABLES - TRADE		50.40		
Invoice Description --> SLMP BOAT REPAIR						
Total :				50.40	0.00	50.40
Supplier Total :				50.40	0.00	50.40

4220 RAYNER & BRACHT LTD		Status	Batch	Medium	Amount	
32549	18-Jul-2012	Issued	111	C	2844.80	
2012124	01-4-2500-000	PAYABLES - TRADE		2844.80		
Invoice Description --> BAMFIELD BIN CHARGES						
Total :				2844.80	0.00	2844.80
Supplier Total :				2844.80	0.00	2844.80

4280 RECEIVER GENERAL FOR CANADA		Status	Batch	Medium	Amount
32486	06-Jul-2012	Issued	108	C	16351.87
PD7A - JUNE24/12	01-4-2500-000	PAYABLES - TRADE		16351.87	
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING JUNE 24, 2012					

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Total :			16351.87	0.00	16351.87		
32550	18-Jul-2012	Issued	111	C	17279.06		
PD7A - JULY8/12 DII	01-4-2500-000	PAYABLES - TRADE			765.62		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING JULY 8, 2012					
PD7A - JULY8/12	01-4-2500-000	PAYABLES - TRADE			16513.44		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING JULY 8, 2012					
Total :			17279.06	0.00	17279.06		
Supplier Total :			33630.93	0.00	33630.93		

4510	RBC ROYAL BANK VISA						
32551	18-Jul-2012	Issued	111	C	1180.06		
JUN25/12	01-4-2500-000	PAYABLES - TRADE			1180.06		
Invoice Description -->		BCVFD - CELLS \$542.97, EQUIP \$ 269.73, TRAIN \$100.13, OFFICE \$142.60					
Total :			1180.06	0.00	1180.06		
Supplier Total :			1180.06	0.00	1180.06		

4511	ROSE, GEORGE						
32552	18-Jul-2012	Issued	111	C	200.00		
1013	01-4-2500-000	PAYABLES - TRADE			200.00		
Invoice Description -->		ONSITE IT WORK					
Total :			200.00	0.00	200.00		
Supplier Total :			200.00	0.00	200.00		

4575	BRENDA SAUVE (PETTY CASH)						
32487	06-Jul-2012	Issued	108	C	161.35		
PCJUL6/12	01-4-2500-000	PAYABLES - TRADE			161.35		
Invoice Description -->		AV HEALTH NET \$100, LABOUR NEG \$20.71, PLAN POSTAGE \$9.99, OFFICE \$26.99					
Total :			161.35	0.00	161.35		
Supplier Total :			161.35	0.00	161.35		

4611	SHRED-IT INC. - c/o V7429C						
32587	24-Jul-2012	Issued	113	C	131.60		
0071085160	01-4-2500-000	PAYABLES - TRADE			131.60		
Invoice Description -->		OFFICE EXPENSES - SHREDDING					
Total :			131.60	0.00	131.60		
Supplier Total :			131.60	0.00	131.60		

4645	SHAW CABLE						
32488	06-Jul-2012	Issued	108	C	553.94		
JUNE9/12 - BC	01-4-2500-000	PAYABLES - TRADE			83.94		

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Invoice Description --> BCWS - OFFICE INTERNET - 6038 BEAVER CREEK ROAD - JULY 2012							
JUNE 9/12 - BCWS :	01-4-2500-000	PAYABLES - TRADE	89.54				
Invoice Description --> BCWS - INTERNET 7656 BEAVER CREEK ROAD - JULY 2012							
JUNE 9/12 - BCWS :	01-4-2500-000	PAYABLES - TRADE	89.54				
Invoice Description --> BCWS - INTERNET 5150 DARNLEY ROAD - JULY 2012							
JUNE24/12	01-4-2500-000	PAYABLES - TRADE	89.54				
Invoice Description --> BCWS - 7702 SPORTSMAN RD PUMPHOUSE - JULY 2012							
JUNE 27/12	01-4-2500-000	PAYABLES - TRADE	100.69				
Invoice Description --> BCWS - KITSUKSIS PUMPHOUSE - JULY 2012							
JUNE28/12	01-4-2500-000	PAYABLES - TRADE	100.69				
Invoice Description --> ACRD OFFICE - COMPUTER BROADBAND - JULY 2012							
Total :			553.94	0.00			553.94
32553	18-Jul-2012			Issued	111	C	202.60
JULY6/12	01-4-2500-000	PAYABLES - TRADE	89.54				
Invoice Description --> BCVFD - INTERNET SERVICE							
JULY9/12	01-4-2500-000	PAYABLES - TRADE	113.06				
Invoice Description --> ACRD OFFICE - COMPUTER BROADBAND							
Total :			202.60	0.00			202.60
Supplier Total :			756.54	0.00			756.54

4725	SOFTCHOICE CORPORATION						
32489	06-Jul-2012			Issued	108	C	714.17
3068771	01-4-2500-000	PAYABLES - TRADE	339.53				
Invoice Description --> MS EXCHANGE LICENSES - BCWS \$181.89, ACRD ADMIN \$60.63, BUILDING INSPECTION \$60.							
3069173	01-4-2500-000	PAYABLES - TRADE	374.64				
Invoice Description --> BCWS - MICROSOFT OFFICE LICENSE ADDITION							
Total :			714.17	0.00			714.17
Supplier Total :			714.17	0.00			714.17

4728	SONBIRD REFUSE & RECYCLING LTD.						
32490	06-Jul-2012			Issued	108	C	18656.06
12967	01-4-2500-000	PAYABLES - TRADE	18656.06				
Invoice Description --> JUNE WC GARBAGE & RECYCLING							
Total :			18656.06	0.00			18656.06
Supplier Total :			18656.06	0.00			18656.06

4742	SONORA CONTRACTING						
32588	24-Jul-2012			Issued	113	C	285.60
440643	01-4-2500-000	PAYABLES - TRADE	285.60				
Invoice Description --> BWS - EXCAVATING FOR WATER SYSTEM							
Total :			285.60	0.00			285.60

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Supplier Total :						285.60	0.00	285.60

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
4752	SOUTHSIDE AUTO SUPPLY LTD.							
32554	18-Jul-2012		Issued	111	C	181.07	181.07	
413732	01-4-2500-000	PAYABLES - TRADE				181.07		
Invoice Description --> LBA AUTO REPAIR								
Total :						181.07	0.00	181.07
Supplier Total :						181.07	0.00	181.07

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
4772	SPROAT LAKE COMMUNITY ASSOCIATION							
32555	18-Jul-2012		Issued	111	C	75.00	75.00	
SLOCPJULY26/12	01-4-2500-000	PAYABLES - TRADE				75.00		
Invoice Description --> SL OCP HALL RENTAL								
Total :						75.00	0.00	75.00
Supplier Total :						75.00	0.00	75.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
4785	STEWART MCDANNOLD STUART							
32556	18-Jul-2012		Issued	111	C	2832.10	2832.10	
61448	01-4-2500-000	PAYABLES - TRADE				20.16		
Invoice Description --> LEGAL FEES								
61447	01-4-2500-000	PAYABLES - TRADE				40.32		
Invoice Description --> LEGAL FEES								
61442	01-4-2500-000	PAYABLES - TRADE				134.40		
Invoice Description --> LEGAL FEES								
61441	01-4-2500-000	PAYABLES - TRADE				203.95		
Invoice Description --> LEGAL FEES								
61445	01-4-2500-000	PAYABLES - TRADE				228.48		
Invoice Description --> LEGAL FEES								
61444	01-4-2500-000	PAYABLES - TRADE				295.68		
Invoice Description --> LEGAL FEES								
61446	01-4-2500-000	PAYABLES - TRADE				351.57		
Invoice Description --> LEGAL FEES								
61440	01-4-2500-000	PAYABLES - TRADE				630.18		
Invoice Description --> LEGAL FEES								
61443	01-4-2500-000	PAYABLES - TRADE				927.36		
Invoice Description --> LEGAL FEES								
Total :						2832.10	0.00	2832.10
Supplier Total :						2832.10	0.00	2832.10

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
4845	STAPLES BUSINESS DEPOT #321						
32491	06-Jul-2012		Issued	108	C	113.10	113.10
1546783	01-4-2500-000	PAYABLES - TRADE				113.10	
Invoice Description --> BUILDING INSPECTION \$39.99, BCWS \$60.99							

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description				Debit	Credit	
Total :						113.10	0.00	113.10
32557	18-Jul-2012		Issued	111	C		116.49	
1550509	01-4-2500-000	PAYABLES - TRADE				116.49		
Invoice Description -->		ACRD OFFICE \$79.24, SLMP \$23.27, BCWS \$1.50						
Total :						116.49	0.00	116.49
Supplier Total :						229.59	0.00	229.59

4859	STANTEC CONSULTING LTD.							
32558	18-Jul-2012		Issued	111	C		4558.98	
680703	01-4-2500-000	PAYABLES - TRADE				4558.98		
Invoice Description -->		CONCEPTUAL WASTEWATER STUDY - BAMFIELD						
Total :						4558.98	0.00	4558.98
Supplier Total :						4558.98	0.00	4558.98

4885	SUN COAST WASTE SERVICES							
32492	06-Jul-2012		Issued	108	C		24223.44	
92500	01-4-2500-000	PAYABLES - TRADE				24223.44		
Invoice Description -->		JUNE AV RECYCLING CONTRACT						
Total :						24223.44	0.00	24223.44
Supplier Total :						24223.44	0.00	24223.44

4982	T. CAISLEY DRYWALL							
32493	06-Jul-2012		Issued	108	C		470.40	
243921	01-4-2500-000	PAYABLES - TRADE				470.40		
Invoice Description -->		ACRD OFFICE RENOS - BOARD ROOM (\$170) OFFICE (\$300)						
Total :						470.40	0.00	470.40
Supplier Total :						470.40	0.00	470.40

4983	TELUS MOBILITY (BC)							
32494	06-Jul-2012		Issued	108	C		516.17	
MAY1/12	01-4-2500-000	PAYABLES - TRADE				254.75		
Invoice Description -->		BCWS - CELL PHONES						
JUNE1/12	01-4-2500-000	PAYABLES - TRADE				261.42		
Invoice Description -->		BCWS - CELL PHONES						
Total :						516.17	0.00	516.17
32589	24-Jul-2012		Issued	113	C		993.69	
SBJUL13/12	01-4-2500-000	PAYABLES - TRADE				221.83		
Invoice Description -->		SALMON BEACH CELL PHONE						
JULY1/12	01-4-2500-000	PAYABLES - TRADE				261.70		
Invoice Description -->		BCWS - CELL PHONES						

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
020322435138	01-4-2500-000	PAYABLES - TRADE	510.16				
Invoice Description --> ACRD CELLPHONES							
Total :			993.69	0.00			993.69
Supplier Total :			1509.86	0.00			1509.86

4984 TELUS								
32495	06-Jul-2012		Issued	108	C		364.35	
JUNE28/12	01-4-2500-000	PAYABLES - TRADE				364.35		
Invoice Description --> BCWS - OFFICE FAX & PHONES								
Total :						364.35	0.00	364.35
32559	18-Jul-2012		Issued	111	C		2525.70	
JUL9/12	01-4-2500-000	PAYABLES - TRADE				2525.70		
Invoice Description --> ACRD CONSOLIDATED								
Total :						2525.70	0.00	2525.70
32590	24-Jul-2012		Issued	113	C		146.47	
JULY7/12	01-4-2500-000	PAYABLES - TRADE				146.47		
Invoice Description --> BCFVD - PHONE & FAX								
Total :						146.47	0.00	146.47
Supplier Total :						3036.52	0.00	3036.52

4986 CORIX WATER PRODUCTS LTD.								
32560	18-Jul-2012		Issued	111	C		2200.14	
1021365301	01-4-2500-000	PAYABLES - TRADE				132.38		
Invoice Description --> BWS SUPPLIES								
1021365296	01-4-2500-000	PAYABLES - TRADE				223.72		
Invoice Description --> BWS SUPPLIES								
1021362360	01-4-2500-000	PAYABLES - TRADE				398.16		
Invoice Description --> BWS SUPPLIES								
1021365297	01-4-2500-000	PAYABLES - TRADE				1445.88		
Invoice Description --> BWS SUPPLIES								
Total :						2200.14	0.00	2200.14
Supplier Total :						2200.14	0.00	2200.14

5001 TIGERTEL COMMUNICATIONS INC.								
32561	18-Jul-2012		Issued	111	C		66.93	
120621539101	01-4-2500-000	PAYABLES - TRADE				66.93		
Invoice Description --> SLMP CALL IN SERVICE								
Total :						66.93	0.00	66.93
Supplier Total :						66.93	0.00	66.93

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description		Debit	Credit		
5010	TIMES-COLONIST						
32562	18-Jul-2012			Issued	111	C	262.40
SUB2012	01-4-2500-000	PAYABLES - TRADE				262.40	
	Invoice Description --> 2012 SUBSCRIPTION						
Total :						262.40	0.00
Supplier Total :						262.40	0.00
5069	TOTAL DELIVERY SYSTEMS						
32563	18-Jul-2012			Issued	111	C	137.11
138792	01-4-2500-000	PAYABLES - TRADE				137.11	
	Invoice Description --> POSTAGE \$87.25, SB WATER \$35.18						
Total :						137.11	0.00
Supplier Total :						137.11	0.00
32591	24-Jul-2012			Issued	113	C	120.64
139395	01-4-2500-000	PAYABLES - TRADE				120.64	
	Invoice Description --> POSTAGE						
Total :						120.64	0.00
Supplier Total :						257.75	0.00
5114	TRINEX INTERNET SOLUTIONS INC						
32564	18-Jul-2012			Issued	111	C	560.00
5758	01-4-2500-000	PAYABLES - TRADE				560.00	
	Invoice Description --> JULY 2012 WEBSITE MAINTENANCE						
Total :						560.00	0.00
Supplier Total :						560.00	0.00
5186	UCLUELET RENT-IT CENTER						
32565	18-Jul-2012			Issued	111	C	842.24
13244	01-4-2500-000	PAYABLES - TRADE				69.44	
	Invoice Description --> SALMON BEACH - RECREATION						
13202	01-4-2500-000	PAYABLES - TRADE				772.80	
	Invoice Description --> SALMON BEACH - GARBAGE						
Total :						842.24	0.00
Supplier Total :						842.24	0.00
5195	UNISERVE COMMUNICATIONS CORPORATION						
32496	06-Jul-2012			Issued	108	C	41.51
000502023-2012062	01-4-2500-000	PAYABLES - TRADE				41.51	
	Invoice Description --> JULY 2012 WCLF & BWS INTERNET SERVICE						
Total :						41.51	0.00

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



AP5100

Page : 26

Date : Aug 01, 2012

Time : 9:19 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2012 To 31-Jul-2012
 Cheque Date : 01-Jul-2012 To 31-Jul-2012
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description	Debit	Credit					
Supplier Total :							41.51	0.00	41.51

5410	TD VISA								
32592	24-Jul-2012		Issued	113	C	3141.65	3141.65		
JUL5/12	01-4-2500-000	PAYABLES - TRADE				3141.65			
Invoice Description --> COMPUTER TONER \$2611.18, LABOUR NEG \$55.59, COMPUTER EXP \$29.95, BWS \$121.33									
Total :							3141.65	0.00	3141.65
Supplier Total :							3141.65	0.00	3141.65

5418	WAARNE & ASSOCIATES CONSULTING								
32593	24-Jul-2012		Issued	113	C	350.00	350.00		
JULY24/12	01-4-2500-000	PAYABLES - TRADE				350.00			
Invoice Description --> AV HEALTH NETWORK - MILEAGE									
Total :							350.00	0.00	350.00
Supplier Total :							350.00	0.00	350.00

5481	WESTCOAST HOME HARDWARE LTD								
32497	06-Jul-2012		Issued	108	C	24.59	24.59		
63882	01-4-2500-000	PAYABLES - TRADE				7.82			
Invoice Description --> AV RECYCLING DEPOT									
63835	01-4-2500-000	PAYABLES - TRADE				16.77			
Invoice Description --> AVLF/WCLF \$9.98, OFFICE \$4.99									
Total :							24.59	0.00	24.59
Supplier Total :							24.59	0.00	24.59

5543	WL SOLUTIONS LTD								
32566	18-Jul-2012		Issued	111	C	212.80	212.80		
1918	01-4-2500-000	PAYABLES - TRADE				212.80			
Invoice Description --> BCWS - MCKENZIE RD SCADA SERVICE									
Total :							212.80	0.00	212.80
Supplier Total :							212.80	0.00	212.80

5620	WORKSAFE BC								
32567	18-Jul-2012		Issued	111	C	3170.88	3170.88		
2NDQ2012	01-4-2500-000	PAYABLES - TRADE				3170.88			
Invoice Description --> 2ND QUARTER 2012 WCB PREMIUMS									
Total :							3170.88	0.00	3170.88
Supplier Total :							3170.88	0.00	3170.88

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



AP5100
 Date : Aug 01, 2012

Page : 27
 Time : 9:19 am

Supplier : 0001 To 9193
 Trans. Date : 01-Jul-2012 To 31-Jul-2012
 Cheque Date : 01-Jul-2012 To 31-Jul-2012
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
32498			06-Jul-2012	Issued	108	C			55.99
I-01285009			01-4-2500-000				55.99		
			Invoice Description --> LBA WIRELESS INTERNET JULY 2012						
Total :							55.99	0.00	55.99
Supplier Total :							55.99	0.00	55.99

5965	YOUNG, ROSANNE								
32594			24-Jul-2012	Issued	113	C			368.00
100			01-4-2500-000				368.00		
			Invoice Description --> BOARD MEETING - LUNCHES						
Total :							368.00	0.00	368.00
Supplier Total :							368.00	0.00	368.00

Total Computer Paid :	<u>1,003,359.06</u>	Total EFT PAP :	<u>7,215.23</u>	Total Paid :	<u>1,010,574.29</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		



MEMORANDUM

To: Board of Directors

From: Russell Dyson, CAO

CC: Westcoast Multiplex Society
Westcoast Multiplex Advisory Committee

Meeting Date: August 8, 2012

Subject: Westcoast Multiplex Update

Recommendation:

That the Board of Directors receive the July 31 update from the CAO regarding the proposed Westcoast Multiplex.

Desired Outcome:

The Board is to consider the establishment of a service to construct and operate a multiplex facility on the Westcoast with an ice sheet and fitness room at its regular meeting of August 22, 2012. This report is to provide an update to the Board of Directors in consideration of the importance of the decisions to be made at that meeting.

Background:

The Alberni-Clayoquot Regional District is considering the establishment of a new service to enable the construction and operation of the Westcoast multiplex. The building will include a regulation size ice surface and a multipurpose room for fitness purposes. It is to be located on land to be provided by the Regional District on Long Beach Airport land. The proposed site is in proximity to the Long Beach Golf Course, complementing existing facilities, leading to possible shared resources without compromising either operation.

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

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

The Regional District will ultimately own and operate the multiplex. A service must be established by the Board to assume this responsibility and enable the Board to conduct and tax for the service within limits set by bylaw. The Westcoast Multiplex Society propose to fund raise all required construction costs through grants and donations. Ultimately the Regional District will be responsible for the application and administration of grants, design, tendering, construction, operation and maintenance.

In order to proceed with the service a referendum needs to be held for participating areas. The Regional District is completing an assessment of costs for the purpose of the referendum and will consider this information along with the referendum question and service establishment bylaw at its August 22 regular meeting. The referendum will take place in November.

There has been a tremendous amount of resource work, promotion and planning in previous years in consideration of a Westcoast multiplex. Most recently a report was commissioned by the Society in which VVI Construction Ltd. prepared a detailed proposal for a joint aquatic and ice facility. Vancouver Island University completed an opinion survey on behalf of the Regional District last fall. This has helped to establish the priority for the ice sheet and fitness facility and the willingness of the communities to pay for a facility. The VVI proposal has been modified on two accounts:

1. The proposal was situated on lands in close proximity to two runways of the Long Beach Airport. Operational regulations would have required the runways to be closed if the facility was built in this location.
2. The society has determined that the priority for the facility is to build an arena first.

VVI Construction is assisting us with developing the costing of the modified facility. Alan McGill is assessing site specific costs including servicing. This information will be available on August 22.

It is possible for the four west coast members of the ACRD to participate in this service including the communities of Tofino, Ucluelet, the Long Beach electoral area and Yuułu?if?ath. Costs would be allocated based on land and assessment across the participating areas. The referendum would be for the entire service area, passing of the question is based on the total vote with a majority being 50% plus one. The service will not be established unless the results of the referendum authorize the Regional District to proceed and construction will not proceed unless the Societies fundraising succeeds. All four communities have been provided with a letter outlining this opportunity and the consideration to be given by the Regional District.

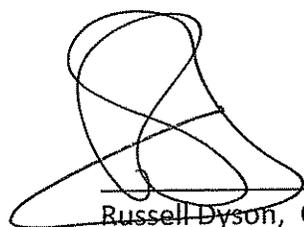
The Westcoast Multiplex Society is confident in the generosity and commitment of the Westcoast and the businesses that have an interest in the communities for support of their fundraising efforts. The Society proposes that fund raising will start upon a successful referendum. They indicate that the potential contributors need to know that the region will operate the facility and cover these costs. It is proposed that construction will not commence unless fund raising succeeds.

The Regional Board established an advisory committee for considering these planning stages. A meeting held on the Westcoast was attended only by the Regional District representatives (except Director McCarthy), members of the society and the representative of the Ahousaht First Nation. Correspondence has been copied to all members including a copy of this report and their input and insight is welcome.

Issues for the Board to consider at its next meeting:

- A commitment to assume responsibility for the proposed facility and follow through with the design and planning in cooperation with the Society, if the referendum proceeds. This will require the allocation of additional resources in 2013 by the ACRD to manage the project.
- Cooperate with the society to manage fundraising and grant applications.
- Details for the service including participants, the purpose and tax requisition limits.
- Confirmation the land will be made available subject to successful referendum.

Submitted by:



Russell Dyson, CAO

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



REQUEST FOR DECISION

To: Board of Directors
From: Andy Daniel, Manager of Environmental Services
Meeting Date: August 8, 2012
Subject: Long Beach Airport Access Road Culvert Replacement – Tender Recommendation

Recommendation:

That the ACRD Board of Directors award the Long Beach Airport Access Road Culvert Replacement tender to Gibson Bros. Contracting for the total tender price of \$57,935.85 including HST.

Background:

The existing culvert, which was built in 1942, has collapsed and requires replacement.

Summary:

Tenders for the culvert replacement were received and opened in public at the ACRD on Friday, July 20th, 2012. The work involves the installation of a 23 metre HDPE culvert including excavation and removal of existing road material and supply, compaction and grading of imported material.

A total of three tenders were received, and all tenders were accompanied by the required Bid Bond. The tenders have been checked for completeness and accuracy. A mathematical error in Item 4 was made in Bowerman Excavating's tender where they stated \$250.00 as the calculated total whereas the calculated total was \$147.42. This has been corrected in the attached tender comparison.

The tenders were received as follows:

Denis Francoeur Backhoeing	\$70,645.02 incl. HST
Bowerman Excavating Ltd.	\$61,495.22 incl. HST
Gibson Bros. Contracting	\$57,935.85 incl. HST

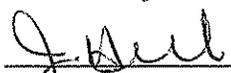
The schedule for completion of the project ranged between three days to ten days with the low tender indicating ten days but indicated that the road could be re-opened to the public after five days. They have since indicated that they expect to have the road re-established in three days but may require two extra days to pave it.

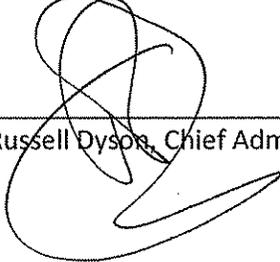
We have worked with Gibson Bros. in the past. Based on this we are satisfied they are able to perform the work specified under this contract.

The road was paved last year. At the time we were contemplating boring under the road without disruption to the paved surface. Cut and fill has proven to be a more economical and practical approach.

Financial:

The Board budgeted for these repairs in the 2012 budget.

Submitted by: 
for Andy Daniel, Manager of Environmental Services

Approved by: 
Russell Dyson, Chief Administrative Officer

TENDER COMPARISON

Closed: July 20, 2012

ITEM NO.	REF	SCHEDULE	Unit of Measure	Approx. Quantities	Denis Francoeur Backhoeing		Bowerman Excavating		Gibson Bros.	
					UNIT PRICE	AMOUNT \$	UNIT PRICE	AMOUNT \$	UNIT PRICE	AMOUNT \$
1		Supply & removal of road closure barricades	L.S.	1	1,200.00	1,200.00	300.00	300.00	700.00	700.00
2		Area clearing and grubbing	L.S.	1	1,000.00	1,000.00	970.00	970.00	5,000.00	5,000.00
3		Remove existing asphalt	Sq.M.	66	5.45	359.70	3.78	249.48	7.90	521.40
4		Optional Work: (beyond 66 m2 in Item 3) Remove existing asphalt	Sq.M.	39	5.45	212.55	3.78	147.42	7.90	308.10
5		Common Excavation on site disposal, spread material to a max depth of 200mm (approx area 1590 m ²)	Cu.M.	318	17.55	5,580.90	13.70	4,356.60	7.00	2,226.00
6		Optional Work: (Beyond 318 Cu. M. in Item 5) Common Excavation on site disposal, spread material to a max depth of 200mm (approx area 455 m ²)	Cu.M.	91	17.55	1,597.05	13.70	1,246.70	7.00	637.00
7		Replace unsuitable sub grade	Each	100	71.10	7,110.00	46.19	4,619.00	26.00	2,600.00
8		19 mm minus Granular Base - 200 mm thickness for road and shoulder	Cu.M.	17	41.47	704.99	76.00	1,292.00	28.00	476.00
9		Optional Work: (Beyond 17 Cu.M. in Item 8) 19 mm minus Granular Base - 200 mm thickness for road and shoulder	Each	9	41.47	373.23	76.00	684.00	28.00	252.00
10		75 mm minus Granular sub-base - variable thickness	Cu.M.	274	46.42	12,719.08	37.40	10,247.60	24.00	6,576.00
11		Optional Work: (Beyond 274 Cu.M. in Item 10) 75 mm minus Granular sub-base - variable thickness	Each	87	46.42	4,038.54	37.40	3,253.80	24.00	2,088.00
12		Uniformly graded 150-400 mm Blast Rock - machine placed at head walls	L.S.	1	3,460.00	3,460.00	1,000.00	1,000.00	2,000.00	2,000.00
13		Graded uniform river rock 50 - 150 mm machine placed	L.S.	1	1,700.00	1,700.00	500.00	500.00	500.00	500.00
14		Geosynthetics - heavy weight woven geotextile Nilex 2019 or approved equal	Sq.M.	105	3.05	320.25	2.86	300.30	22.80	2,394.00
15		Optional Work: Asphaltic concrete paving - 50 mm	Sq. M.	66	68.18	4,499.88	43.00	2,838.00	120.00	7,920.00
16		Optional Work: (Beyond 66 sq. m. in Item 15) Asphaltic concrete paving - 50 mm	Sq.M.	39	68.18	2,659.02	43.00	1,677.00	120.00	4,680.00
17		Installation of a test point and pressure test of 150 mm diam. PVC Class 150 watermain to MMCD specifications several weeks prior to construction	L.S.	1	1,200.00	1,200.00	1,000.00	1,000.00	1,000.00	1,000.00
18		Pipe - 150 mm diam. PVC Class 150, & 75 mm conduit, imported backfill, including post testing of the watermain to MMCD specifications	L.S.	1	2,080.00	2,080.00	3,900.00	3,900.00	1,200.00	1,200.00
19		Tie in reconnect to existing on each end of construction to be totally performed by the contractor	L.S.	1	1,070.00	1,070.00	200.00	200.00	500.00	500.00
20		Pipe - 1050 mm diam. HDPE imported backfill	L.M.	23	460.00	10,580.00	674.86	15,521.78	434.78	9,999.94
21		Seeding side slopes and disturbed areas	L.S.	1	450.00	450.00	500.00	500.00	150.00	150.00
Total						62,915.19		54,803.68		51,728.44
Plus H.S.T.						7,549.82		6,576.44		6,207.41
Total including H.S.T.						<u>\$70,465.01</u>		<u>\$61,380.12</u>		<u>\$57,935.85</u>
					Proposed alternates for Items 10, 11 and 20 reducing by 5224.10 to 57691.09	Calculation error in Item 4 they stated \$250 as extended total				
					2 days road closure	8 days road closure		5 days road closure		



MEMORANDUM

TO: Russell Dyson, CAO
and
Board of Directors, Alberni-Clayoquot Regional District

FROM: Mike Irg, Manager of Planning and Development

DATE: July 31, 2012

SUBJECT: Bylaw PS1005-5 Building Bylaw – Building Permit Fees

Recommendation

That the Regional Board give three readings to Bylaw PS1005-5.

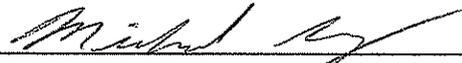
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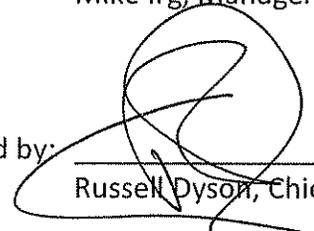
At the July 25, 2012 Board meeting, the Board directed staff to amend the fee schedule for building permits. Bylaw PS1005-5 includes those fee changes as follows:

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 \$2,000.00, the fee is \$50.00
 - (2) \$2,000.00 or more, but less than \$500,000.00, the fee is \$50.00, plus \$7.00 for each \$1,000 or part thereof in excess of \$2,000.00
 - (3) \$500,000.00 or more, the fee is \$3,500.00 plus \$6.00 for each \$1,000 or part thereof in excess of \$500,000.00

No other changes have been made to the Building Bylaw.

Staff recommends giving three readings to Bylaw PS1005-5 and then notifying the public of the fee changes. Bylaw PS1005-5 will then be brought to the Board for adoption at the September 12, 2012 Board meeting. The fee changes would take effect September 13, 2012.

Submitted by: 
Mike Irg, Manager of Planning and Development

Reviewed by: 
Russel Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional District

Bylaw No. PS1005-5

A BYLAW TO PROVIDE FOR THE
ADMINISTRATION OF THE BUILDING
CODE.

Updated September 2012

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. PS1005-5

A BYLAW TO PROVIDE FOR
THE ADMINISTRATION OF THE
BUILDING CODE.

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

1. CITATION

This Bylaw may be cited for all purposes as "The Building Bylaw No. PS1005-5, Consolidated 2012".

2. INTERPRETATION

For the purposes of this Bylaw, the following words and expressions are defined, and where the same words and expressions are defined in the Building Code, those definitions do not extend to the use of those words and expressions in this Bylaw:

- (a) "AGENT" includes a person representing the owner by designation or contract and includes a hired tradesman and contractor who may be granted permits for work within the limitations of his license.
- (b) "AUTHORITY HAVING JURISDICTION" as used in the Building Code for the purposes of this Bylaw means the Building Inspector.
- (c) "BUILDING" means a structure that is used or intended to be used for supporting or sheltering persons or animals or property, except those prescribed by regulation as exempted from the Building Code and includes plumbing contained in a building and servicing a building.
- (d) "BUILDING CODE" has the same meaning as the "British Columbia Building Code" in the Building Regulations of British Columbia made pursuant to the *Local Government Act*.
- (e) "BUILDING INSPECTOR" means the person or persons appointed from time to time by the Regional Board as Building Inspector and includes chief, deputy and assistant Building Inspector.
- (f) "BUILDING PERMIT" means a permit for construction required or issued pursuant to this Bylaw.

- (g) "CONSTRUCT" includes to reconstruct, install, repair, alter, demolish and
- (h) "CONSTRUCTION" includes reconstruction, installation, repair, alternations, demolition and moving.
- (i) "FEE" means the fee prescribed in Schedule "A" to this Bylaw.
- (j) "LANE" means a public secondary access to the side or rear of a parcel.
- (k) "OCCUPANCY PERMIT" means an Occupancy Permit issued pursuant to this Bylaw.
- (l) "OWNER" has the same meaning as in the *Local Government Act* except where Letters Patent exempt an Indian from the application of the Building Code or this Bylaw, and includes an agent, and refers to the owners of a parcel for which a permit is issued under this Bylaw.
- (m) "PERMIT" means a Permit required or used pursuant to this Bylaw and includes a Building Permit, Demolition Permit, a Plumbing Permit, a Building Moving Permit, a Chimney Permit, a Fireplace Permit and a Solid Fuel Burner Permit.
- (n) "POOL" means anything constructed, set-up, dug or formed, for the express purpose of collecting, holding or ponding water to a depth exceeding 24 inches, which may be used for swimming, bathing, wading or for landscape or decorative purposes or for fish containment. This does not include irrigation or natural ponding or any type of water containment intended for agricultural uses i.e. stock watering.
- (o) "REGIONAL BOARD" means the Board of the Regional District of Alberni-Clayoquot.
- (p) "REGIONAL DISTRICT" means the Regional District of Alberni-Clayoquot.
- (q) "ZONING BYLAW" means the Zoning Bylaw of the Regional District of Alberni-Clayoquot in effect from time to time.

3. PROHIBITIONS

- (1) No person shall, unless exempted by this Bylaw or any other enactment, commence or continue to construct a building or structure without first obtaining a Permit for that purpose from the Building Inspector.
- (2) No person shall occupy or use a building or part of it after construction of that building or part of it without first obtaining an Occupancy Permit for it, or contrary to the terms of any Permit, Notice, Certificate or Order given by the Regional District or the Building Inspector.
- (3) No person shall occupy or use a building following a change in class of occupancy of the building or part of it without first obtaining an Occupancy Permit for it.
- (4) No person shall, unless authorized by the Building Inspector, alter, reverse, deface, cover, remove or in any way tamper with any Notice, Permit or Certificate posted pursuant to the provisions of this Bylaw.
- (5) No person shall do any work that is at variance with the description, plans and specification for the building or structure which have been authorized by the Building Inspector and for which a permit has been issued, unless the variance has first been authorized in writing by the Building Inspector.
- (6) No Permit shall be issued for an alteration, addition or repair to a building which is deficient in means of egress, provision of air, light and ventilation or which is structurally defective, unless that defect or deficiency is corrected at the time of the alteration, addition or repair.
- (7) No person shall continue to do any work upon a building or structure or any portion of it after the Building Inspector has ordered cessation of work on it or has ordered the suspension of any portion of construction of it.
- (8) No person shall do any work or carry out any construction contrary to a provision or requirement of this Bylaw and the Building Code.
- (9) No permit shall be required for the clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, when such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures or hot water tanks.

4. AUTHORITY OF BUILDING INSPECTOR

- (1) The Building Inspector is authorized to:
 - (a) administer this Bylaw;
 - (b) keep records of applications received, Permits and Orders issued, inspections and tests made, and retain copies of all papers and documents connected with the administration of this Bylaw; and
 - (c) take such action that they consider necessary to establish whether any method or type of construction or material used in the construction of a building conforms with the requirements and provisions of the Building Code; it being understood that the purpose of this function is to enforce the provision of this Bylaw and not to hold out to any person that a building is constructed in a safe and proper manner.

- (2) The Building Inspector

Authority to Enter

- (a) is hereby authorized to enter, at all reasonable times, upon any property, subject to the regulations of this Bylaw, and the Building Code, in order to ascertain whether the regulations of, or directions under them, are being observed.

Consent to Enter

- (b) is directed, where any dwelling, apartment or guest room is occupied, to obtain the consent of the occupant or provide written notice twenty-four (24) hours in advance of entry pursuant to clause (4)(2)(a).

Correct Work

- (c) may order the correction of any work which is being or has been improperly done under any Permit.

Stop Work

- (d) may order the cessation of work that is proceeding in contravention of this Bylaw or the Building Code.

Power to Suspend Work

- (e) where any building under construction, in whole or in part;
 - i. does not conform to this Bylaw or the Building Code, the Zoning Bylaw, or
 - ii. is being constructed without a Permit.

may order the immediate suspension of all or any portion of the construction by attaching a Notice of that effect to the Building and sending by return registered mail to the owner of the real property on which the building stands, at his address, a copy of the notice.

Tests

- (f) i. shall retain as public record copies of the results of all tests ordered and carried out under the Building Code after construction is completed.
 - ii. may revoke or refuse to issue a Permit where, in his opinion the results of tests referred to in clause 4(2)(f)(i) are not satisfactory; and
 - iii. may order the correction of any work which they consider is being or has been improperly done.
- (3) Notwithstanding any other provisions of this Bylaw or the Building Code, whenever, in the opinion of the Building Inspector, the proposed work requires specialized technical knowledge, they may require, as a condition of the issuance of a Permit, that all drawings, specification and plot plans, or any part of them, be prepared, signed and sealed by and the construction carried out under the supervision of an architect or professional engineer specializing in the relevant field of engineering.

(4) Professional Certification

Where the Building Inspector considers that:

- (a) the site conditions, or
- (b) the size or complexity of
 - (i) the development, or
 - (ii) an aspect of the development

to which a building permit relates, warrants a certification by a professional Engineer or Architect that the plans submitted with the application of the permit, or specified aspects of those plans, comply with the Building Code and other applicable enactments respecting safety, the building inspector may require the owner to provide the certification.

(5) Endorsement and Notice under Section 4(4)

The following Notice shall be given to the owner by endorsing it on a building permit that is issued in reliance upon a certification by a professional Engineer or Architect that the plans submitted in support of the application for the Permit comply with the British Columbia Building Code and other applicable enactments respecting safety of the building.

“Take notice that the Regional District of Alberni-Clayoquot, in issuing this permit has relied upon the certification of compliance of (Name of Consultant), professional Engineer or Architect, submitted with the plans of construction, that the plans comply with the current British Columbia Building Code and other applicable enactments respecting safety of the building or structure”.

5. PERMITS

Issuing Permit

(1) Where

- (a) an application has been made;
- (b) the proposed work set out in the application complies with the Building Code, this Bylaw and all other applicable bylaws and enactments;
- (c) the applicant for a Permit has paid to the Regional District the fee or fees prescribed in Schedule “A” to this Bylaw;
- (d) the applicant has
 - i. provided to the Building Inspector proof that a sewage disposal system design has been filed with the required Health Authority, as required by the Health Act, or

- ii. provided the Building Inspector with written assurance from a registered on-site waste water practitioner that a sewerage system constructed under a permit from the Ministry of Health will function adequately with the projected demand on the system after the construction contemplated in the permit application is completed.

unless:

- iii. the property is serviced by a community sanitary sewerage system, or
- iv. the construction contemplated in the permit application is for an accessory use and has no habitable space or plumbing fixtures therein.

the Building Inspector shall issue the permit for which the application was made.

Permit Conditions

(2) Every Permit is issued upon the following conditions:

- (a) nine (9) inspections are included with each issued Permit. All subsequent inspections carry a charge of fifty (\$50) dollars per inspection.
- (b) construction shall commence within six (6) months from the date of issuing the Permit;
- (c) work is not to be discontinued or suspended for a period of more than six (6) months;
- (d) Permits shall lapse in the event that either of the preceding two conditions are not met;
- (e) a lapsed Permit shall not be renewed nor the fee refunded. If the work is not completed when a Permit lapses, a new Permit shall be required for the remaining construction;
- (f) all Permits issued after the date of adoption of this Bylaw will expire two (2) years from the date of issuance;

- (g) at any time after the issuance of a Permit, but before the work under the Permit has commenced, the Permit holder may apply for cancellation of the Permit. Upon receipt of such application, the Building Inspector, if satisfied that the work has not commenced, shall cancel the Permit and shall refund to the Permit holder fifty (50%) percent of the fee paid by him in respect of the Permit;
- (h) the registered owner of the land signs the following, which may be endorsed on the permit;

"In consideration of the granting of this permit, I/we agree to release and indemnify the Regional District of Alberni-Clayoquot, its Board members, employees and agents from and against all liability, demands, claims of action, suits, judgments, losses, damages, costs, expenses of whatever kind which I/we or any other person, partnership or corporation or my/our respective heirs, successors, administrators or assignees may have or incur in consequence of or incidental to the granting of this permit or any inspection, failure to inspect, certification, approval, enforcement or failure to enforce the Regional District of Alberni-Clayoquot Building Bylaw or the British Columbia Building Code and I/we agree that the Regional District of Alberni-Clayoquot owes me/us no duty of care in respect of these matters.

I/we have read the above agreement, release and indemnity and understand it."

Contents of Application for Permit

- (3) The application for a Building Permit shall
 - (a) be made in the form prescribed by the Regional District;
 - (b) be signed by the owner or his agent;
 - (c) state the intended use or uses of the building;
 - (d) state the true value of the proposed work;
 - (e) include as exhibits, copies for detached dwelling units in duplicate, of

the specification and scale drawings of the building with respect to which work is to be carried out showing;

- i. the dimensions of the building including area of each floor;
 - ii. the dimensions, area and proposed use of each room or floor area;
 - iii. the dimensions of the parcel on which the building is, or is to be , situated;
 - iv. the proposed siting of the new building and the siting, use, height and horizontal dimensions of all existing buildings on the parcel referred to in subclause 5(3)(e)(iii) on a plan with a minimum scale of 1:200;
 - v. the technical information specified in other parts of this Bylaw and the Building Code required to be included on the drawings related to those parts;
 - vi. such other information as is necessary to illustrate all essential features of the design of the building;
 - vii. the name, address and telephone number of the designer; and
 - viii. contain any and all other information necessary to establish compliance with this Bylaw, the Zoning Bylaw and any other applicable enactment.
- (4) When required by the Building Inspector, the application shall also be accompanied by:
- (a) details of the grades and elevations of the streets and public services, including sewer and drainage, abutting the parcel referred to in subsection 5(3)(e)(iii) and showing access to the building, parking, driveways, or site drainage and finished grades all tied into the Regional District's integrated survey area;
 - (b) a plan that shows the location and size of every building drain and of every trap or inspection piece that is on drains;
 - (c) a sectional drawing that shows the size and location of every soil or waste pipe, trap and vent pipe. The plans and specifications shall

- be submitted in the form and quantities required by the Building Inspector and shall have on them complete design and calculation criteria so that the Building Inspector has this information available for examination, and shall bear the name, address and telephone number of the designer;
- (d) a graphic drawing of proposed plumbing work showing the size and location of the plumbing system and containing complete design and calculation criteria; and
 - (e) a survey of the building site by a registered British Columbia Land Surveyor whenever one of the following conditions exist;
 - i. there is doubt as to the location of the lot lines;
 - ii. there are no existing legal survey pins within sixty (60) metres of the building site.
- (5) Where the Regional District relies under Section 4(4) of this bylaw on a certificate of compliance in issuing a Building Permit, the fees payable for a Building Permit shall be reduced by 2.5% (to a maximum of \$500.00 for any one property).
- (6) The Building Inspector shall not issue a building permit for any premises not served by a community sanitary sewerage system until the conditions of 5(1)(d) have been met.
- (7) In addition to the conditions set out in subsection (2), it shall be a further condition of the issuance and validity of a Permit that the Permit Holder provide to the Building Inspector no later than upon completion of the foundations for the works authorized under the Permit, a Site Certificate prepared by a registered British Columbia Land Surveyor confirming locations of buildings and structures under construction under a Permit and, where applicable, buildings and structures already situated on a lot where one or more of the following circumstances apply :
- (a) the lot (or the portion of the lot on which the building is to be sited) is less than 30.48 metres (100 feet) in width;
 - (b) the area of the lot is less than 1,672.2 square metres (18,000 square feet);
 - (c) the building is located within 6.10 metres (20 feet) of the required minimum setback for the zoning district in which it is located

- according to the Zoning By-Law and subsequent amendments thereto;
- (d) the building is located within 6.10 metres (20 feet) of the setback provisions of the following sections of the Zoning By-Law and subsequent amendments thereto :
- 6.2(3) & (4) [Location and Siting of Buildings]
 - 6.5 [Accessory Buildings and Uses]
 - 6.13 [Projections]
 - 6.14 [Vision Clearance at Intersections]
- (e) in the opinion of the Building Inspector, any other significant site conditions or apparent anomalies in the location of existing buildings warrant confirmation of siting compliance with Regional District by-laws.

For clarification:

- this section does not replace Section 5(4)(e);
- it is the responsibility of the property owner to ensure that all buildings meet the setback requirements of this by-law and of the Regional District of Alberni-Clayoquot Zoning By-law.

6. REVOCATION OF PERMIT

- (1) The Building Inspector may revoke a Permit where there is violation of
- (a) a condition under which the Permit was issued; or
 - (b) a provision of the Building Code, this Bylaw or other applicable Bylaws or enactments.
- (2) The revocation shall be in writing and transmitted to the Permit holder by registered mail, and deemed served at the expiration of three (3) days after the date of mailing.

7. PHASED CONSTRUCTION

- (1) (a) the Building Inspector may issue a permit for the construction of a part of a building before the entire plans and specifications for the whole building have been submitted or approved, provided adequate

information and detailed statements have been filed complying with all pertinent requirements of the Bylaw.

- (b) the issuance of the Permit notwithstanding, the requirements of this Bylaw and the Building Code apply to the remainder of the building, as if the Permit had not been issued.
- (2) the Building Inspector may issue an Occupancy Permit for part of a building provided that he is satisfied that the part of the building complies with all applicable bylaws, enactments and regulations, and that all health and safety requirements have been met.

8. TEMPORARY BUILDINGS

- (1) Subject to compliance with other applicable bylaws, the Building Inspector may issue a Permit for the erection or placement of a temporary building if he is satisfied that the building is safe for the stated use and duration;
- (2) The word "Temporary", as used in this subsection, shall mean period not exceeding twelve (12) months;
- (3) Applications for a Permit to construct a temporary building shall be made in writing to the Building Inspector accompanied by:
 - (a) plans showing the location of the building on the site and construction details of the building;
 - (b) a statement of the intended use and duration of the use; and
 - (c) a bond or certified cheque in the amount of ONE THOUSAND (\$1,000.00) DOLLARS which will guarantee that the building will be removed entirely and the site left in a safe and sanitary condition when the Permit has expired.

9. RESPONSIBILITY OF THE OWNER

- (1) Before construction commences, the owner shall
 - (a) determine that the building site is safe and will not be affected by flooding water caused by surface run-off or otherwise, or by land slip or other hazards; and

- (b) incorporate into the design and plans submitted for a permit, the climatic data in Section 13.

10. GENERAL DUTIES OF THE OWNER BEFORE CONSTRUCTION

- (1) An owner of real property shall
 - (a) permit the Building Inspector to enter his building or premises at any reasonable time for the purpose of inspection;
 - (b) obtain from the Regional District, or other authority having jurisdiction where applicable, permits relating to demolition, excavation, building, repair or buildings, zoning, change in classification of occupancy, swimming pools, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, building to be moved, and all other permits required in connection with the proposed work prior to the commencement of the work;
 - (c) when required by the Building Inspector, give at least 48 hours notice to the Building Inspector of the intention to start work on the construction site;
 - (d) obtain elevation and construction requirements relative to Provincial Flood Plan Restrictions from the Ministry of Environment;
 - (e) within fifteen (15) days after completion or occupancy of a building, place or cause to be placed on or over the entrance to the building or premises the number (address) as assigned on the Building Permit;
 - (f) not place or maintain, nor shall any owner or agent permit to remain on any building or premises, a building number other than that required under the provision of this Bylaw.
- (2) Neither the granting of a permit nor the acceptance of plans and specifications, nor inspections made by or on behalf of the Regional District, shall in any way relieve the owner from full responsibility to perform the work in strict accordance with this Bylaw, the Building Code and all other applicable enactments.

11. RESPONSIBILITY OF OWNER DURING CONSTRUCTION

- (1) Ensure no work is done on any part of the building or structure beyond that point indicated in each successive inspection report without first obtaining the written approval of the Building Inspector; and
- (2) During the progress of work, request the Building Inspector to make or cause to be made the following inspections, by giving notice to the Building Inspector a minimum of one (1) working day prior to the inspection being required
 - (a) after excavation is completed;
 - (b) after removal of formwork from a concrete foundation and installation of perimeter drain tiles, drain rock and damp proofing, but prior to backfilling against foundation;
 - (c) when framing and exterior sheathing of the building are complete, including fire-stopping, bracing, chimney, duct work, plumbing, gas venting, wiring, but before any insulation, lath or other interior or exterior finish is applied which would conceal such work;
 - (d) when insulation and vapour barrier is installed prior to covering of interior finish;
 - (e) before a building drain, sanitary or storm sewer is covered, and if any part of a plumbing systems is covered before it is inspected and approved it shall be uncovered if the Building Inspector so directs, and when considered necessary, underground building drains, branches, storm drains, and sewers shall be re-tested after the completion of all backfilling and grading by heavy equipment;
 - (f) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building; and
 - (g) where it is deemed necessary by the Building Inspector, provide specialized professional information at the owners cost, and the owner shall not proceed with any further work which would prevent a thorough inspection until the inspection has been done and approved.
- (3) The owner shall

- (a) ensure that the building or structure is built in compliance with the Building Code and this Bylaw;
- (b) prior to the completion of any building, or part of it, obtain from the Building Inspector written permission to occupy part of it if partial occupancy is desired;
- (c) prior to the occupancy of any building, or part of it, after completion of construction of the building, or part of it, or prior to any change in class of occupancy of any building, or part to it, obtain from the Building Inspector an Occupancy Permit, which may be withheld by the Building Inspector until the building or part of it complies with the requirements of this Bylaw, the Building Code and all other health safety requirements of any Municipal bylaw or other enactment;
 - i. Prior to the Building Inspector issuing an occupancy permit, the owner must provide proof of filing with the required Health Authority that the sewage disposal system has been constructed in accordance with the design filed under section 5 (1)(d)(i) if applicable;
- (d) obtain from the Building Inspector written permission prior to resuming construction which has been suspended on any building;
- (e) where tests of any materials are required by the Building Inspector to ensure conformity with the requirements of this bylaw, transmit to the Building Inspector records of the test results;
- (f) in all cases where it is required to conduct the waste from plumbing fixtures or trade waste to a Regional District owned sanitary sewer make certain, by inquiring from the Building Inspector, that the sanitary sewer is at sufficient depth and capacity to receive the discharge; and also to arrange the plumbing to suit the location of the connection provided for the parcel by the Regional District;
- (g) where it is desired to connect a building or storm sewer with any building or storm sewer extension, furnish such information as the Building Inspector may require to show that the proposed sewers will be laid at such depth, and in such a position as to connect the property with the building or storm sewer extension;
- (h) obtain, where applicable, a highway or street access permit to the real property; and

- (i) during construction, keep
 - i. posted in a conspicuous place on the property in respect of which the Permit was issued a copy of the Permit or a poster or placard showing the material facts in the Permit in lieu of the permit; and
 - ii. a copy of the Permit drawings and specification on the property in respect of which the Permit was issued.

12. FENCES AND WALKWAYS

- (1) If, in the opinion of the Building Inspector, a fence or covered walkway is necessary for the protection and safety of the public during the construction or maintenance of a building, it shall be erected in accordance with this Section.
- (2) In a commercial zone, a closed board fence is required not less than 1.83 metres in height and at a distance beyond the street line directed by the Building Inspector.
- (3) A covered walkway shall be a minimum of 1.22 metres in width and shall be equipped with red warning lights to warn of its existence to approaching pedestrians or traffic.
- (4) No fence or covered walkway shall be erected in such a way as to obstruct direct access to any fire hydrants, catch basins, fire alarm boxes, letter boxes or to obstruct light from street lamps.

13. CLIMATIC DATA

- (3) Climatic data for the design of buildings in the Regional District is:
- (4) Design Temperature

January 2 ½%	-5C
January 1%	-7C
July 2 1/2%	
Dry	31C
Wet	18C

	Degree - Days Below	18C - 3, 152
(5)	Maximum Rainfall	
	15 minutes	10mm
	One Day	140mm
	Maximum Snowload on the Ground	2.7 kPa
	Annual Total Precipitation	1 987mm
(6)	Hourly Wind Pressure	
	Probability 1/10	0.47 kPa
	Probability 1/30	0.58 kPa
	Probability 1/100	0.70 kPa
(7)	Seismic Data	
	Za	5
	Zv	5
	Zonal Velocity Ratio	0.30

14. ESSENTIAL SERVICES

No permit for the construction of any residential, commercial or industrial building shall be issued unless the following essential services are provided for:

Highway Access

- (1) Practical and legal public road access to the property to allow access by emergency vehicles at all times, unless a property is accessible only by water.

Water Main

- (2) A public water service or other source of supply of water approved by the Medical Health Officer is available for the building or structure unless water is not required for the particular use of a building or structure.

Sewer

- (3) A public sewer or other approved method of sewage disposal unless water and sewage disposal is not required for the particular use of a building or structure.

Storm Drain

- (4) An approved method of storm drainage has been installed to service the building or structure.

Access to Driveway

- (5) A driveway of sufficient strength, grade and width for access from a public road described in Section 14 (1) to all buildings on the property, unless a property is accessible only by water.

15. BUILDING MOVES

- (1) No person shall move or cause to be moved any building into the Regional District or from one parcel to another in the Regional District without first obtaining a building permit.
- (2) The following conditions apply to the issuance of a Building Permit under this Section if the building to be moved is residential:
 - (a) the building shall either meet the requirement of the Building Code prior to its move or be rehabilitated to Building Code requirements within six (6) months from the issuance of the Permit to move.
- (3) The following conditions apply to all building in respect of which an application to move has been made:
 - (a) the floor area of the building to be moved shall be equal to or greater than the minimum floor area requirements for the parcel to which it is to be moved and, when located on that parcel, the building shall comply with all clearances and siting requirements applicable to that parcel; and
 - (b) the application for a building permit shall be accompanied by detailed plans and specifications of the proposed relocation and rehabilitation of the building and by an irrevocable letter of credit or a certified cheque in the amount of TWO THOUSAND (\$2,000.00) DOLLARS payable to the Regional District.

The letter of credit may be drawn upon by the Regional District in an amount sufficient to complete the work specified in the plans submitted if the work is not completed in its entirety within twelve (12) months from the date of issuance of the Permit to move, and the deposit or the balance thereof (if any) remaining in the hands of the Regional District shall be returned to the depositor after an Occupancy Permit in respect of the work has been issued.

16. POOLS

- (1) No person shall construct or set up any pool without first obtaining a building permit.
- (2) An application for a permit to construct or set up all swimming pools shall include;
 - (a) Plans and specifications for the pool including all water supply piping and waste water system and outfall.
 - (b) Details for the fence or enclosure around the pool
 - (c) A site drawing showing the location of the pool in relationship to property lines and all other buildings (wells and septic systems where applicable)
- (3) The following conditions apply to all pools, existing or proposed.
 - (a) All swimming pools shall be fully enclosed by a fence or building or a combination of both. This enclosure shall be a minimum of 6 feet high with the base being within 4 inches of finished grade.
 - (b) All openings through the enclosure will be fitted with gates or doors, complete with self closing and self latching hardware. The latching hardware shall be located a minimum of 4 ft. 9 inches above grade if on the outside or 3 ft 3 inches if located on the pool side.
 - (c) All other openings shall be sized to prevent a spherical object of 4" in diameter passing through.
 - (d) There shall be no horizontal members on the outside of the enclosure to facilitate climbing.
 - (e) The enclosure shall be designed and built to prevent a child from

going under, over or through it.

- (f) A pool shall not be filled or allowed to contain water until the fence or enclosure has been inspected and approved by the Building Inspector.
- (g) The location of a pool shall meet the requirements and provisions of the Zoning Bylaw of the Regional District of Alberni-Clayoquot.
- (h) No swimming pool shall be located less than 10 ft. from any rear lot line.
- (i) No in ground pool shall be located less than 10 ft. from any basement.
- (j) For the purpose of this section "Swimming Pool" shall include any pool constructed or set up to be used or intended to be used for swimming, bathing or wading, which is over 24 inches in depth.

17. RETAINING WALLS

- (1) A retaining wall shall be designed to resist the pressure of the retained material, including both dead and live load surcharges to which it may be subjected to ensure stability against overturning, sliding, excessive foundation pressure, and water uplift. Unless a drainage system is provided which will effectively drain the backfill under all conditions, the wall shall be designed to resist a hydrostatic pressure due to a head of water equal to the height of the backfill.

18. PENALTIES

- (1) A person who:
 - (a) violates a provision of the Building Code or this Bylaw;
 - (b) causes, suffers or permits an act, or thing, to be done in contravention or in violation of the Building Code or this Bylaw;
 - (c) neglects or refrains from doing anything required to be done by the Building Code or this Bylaw;

- (d) carries out or suffers, causes or permits to be carried out any construction in a manner prohibited by or contrary to the Building Code or this Bylaw; or
- (e) fails to comply with an order, direction or notice given under the Building Code or this Bylaw;

commits an offence and is liable on conviction to a fine and penalty not exceeding TWO THOUSAND (\$2,000.00) DOLLARS.

- (2) For each day that a violation of the provisions of this Bylaw is permitted to exist, it shall constitute a separate offence.

19. SEVERABILITY

If any provision of this by-law is held by a court to be void, voidable or unenforceable, such provision may be severed and the remaining provisions shall continue in effect.

20. REPEAL BYLAWS

Building Bylaw PS1005-3 is hereby repealed.

READ A FIRST TIME THIS DAY OF , 2012.

READ A SECOND TIME THIS DAY OF , 2012.

READ A THIRD TIME THIS DAY OF , 2012.

ADOPTED THIS DAY OF , 2012.

CHAIRPERSON

SECRETARY-TREASURER

Regional District of Alberni-Clayoquot
 Schedule "A" to Bylaw PS1005-5
 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 \$2,000.00 the fee is \$50.00
- (2) \$2,000.00 or more, but less than \$500,000.00 the fee is \$50.00, plus \$7.00 for each \$1,000 or part thereof in excess of \$2,000.00
- (3) \$500,000.00 or more the fee is \$3,500.00 plus \$6.00 for each \$1,000 or part thereof in excess of \$500,000.00

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 \$50
- b. Demolition Permit Fee \$30
- c. Solid fuel burning applicant Fee
 (includes one call back or inspection if necessary) \$100*

These fees do not include applicable taxes.

* Includes tax.

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of August 8, 2012

No.	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Feb. 9/11 WC	Meet with John Aldag, Acting Superintendent, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport	Russell	Lease agreement being drafted
2.	Jan. 11/12 COW	Add RD History to website (Incorporated date 1967) consult with AV Museum on content	Wendy/Lori	Coordinating with new website development – July 2012
3.	Feb. 6 th 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	In progress
4.	Feb. 22 nd 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 th 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 th 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 th 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 fall 2012
8.	July 9 th WCM Comm	Develop a plan and relevant bylaws to go to referendum in November 2012 for the WC Multiplex	Russell/Wendy	In Progress - August
9.	July 11 th 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	Done – Comments to be received August 10 th

No.	Date	Action Item	Assigned to	Target Date/Update
10.	July 25 th Board	Request a meeting with the Minister of Community, Sport and Cultural Development at UBCM regarding lessons learned from the conversion of the BCID and Maa-nulth Treaty Implementation	Wendy	Submitting before deadline – August 17 th
11.	July 25 th Board	Request a meeting at UBCM with the Minister of Forests, Lands and Natural Resource Operations regarding the illegal occupation fees charged to float homes in Barkley Sound	Wendy	Submitting before deadline – August 17 th
12.	July 25 th Board	Invite the RCMP OIC to meet with the ACRD Board to discuss enforcement issues on Sprout Lake	Russell	OIC to attend the Aug. 8 th Board Meeting
13.	July 25 th Board	Refer the correspondence from Char's Landing requesting extended HandiDart Service Aug. 4 th to the PA Centennial Committee and advise Ms. Charlene Patterson	Wendy	Done
14.	July 25 th Board	The Chairperson or his designate are authorized to attend the Stat of the Island Economic Summit – Oct. 15-16 in Nanaimo – Make arrangements with the Chairperson	Tracy	Arranging
15.	July 25 th Board	Advise the Cherry Creek Waterworks District that the ACRD Board will not be amending its gas tax agreement and gas tax funds are only available only for Regional Districts own infrastructure needs which would include the Cherry Creek Improvement District upon conversion to a local service of the ACRD	Russell	Done
16.	July 25 th Board	The Board received the Alberni-Clayoquot Health Network Budget with a request that all meetings be arranged cost effectively – Advise the Coordinator, Tanis Daeger	Wendy/ Shelli	Done
17.	July 25 th Board	Review the ACRD's Purchasing/Tendering Policy and investigate options for flexibility in awarding tenders to local contractors/bidders	Russell/ Wendy	September 2012

No.	Date	Action item	Assigned to	Target Date/Update
Finance Department				
18.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	Investigating
19.	April 25 th BD	Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1	Andrew	Drafting
20.	June 27 th Board	Organize a joint meeting with the Ministry of Transportation, Ministry of Forests, Lands & Natural Resource Operations and ACRD staff to discuss the future of road maintenance in Salmon Beach	Teri	Arranging
21.	June 27 th 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
22.	July 11 th Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	
23.	July 25 th Board	Forward a letter to the AV Stakeholders Initiative to End Homelessness advising that the ACRD Board had approved their recommendations for use of the \$300,000 homelessness grant	Janice	Done
24.	July 25 th Board	Notify the organizations that have been awarded a homelessness grant and make arrangements for payment	Teri/ Janice	Done
25.	July 25 th Board	Review the Board Remuneration Bylaw and investigate options for remuneration for Directors on leave	Teri	
Environmental Services Department				
26.	June 6/08	Bamfield Liquid Waste Management Infrastructure Planning Grant	Andy/ Janice	Consultant secured – grant approved and work being reviewed
27.	Sept. 16/09 AV	Work with City of PA Staff or Engineer on Bell Road/Stuart Ave. Water	Andy/ Janice	Grant approved

No.	Date	Action Item	Assigned to	Target Date/Update
28.	Oct. 1/09	East Barnfield Waste Transfer Site Re-use shed at Waste Transfer Site	Rob/Andy	Bids in progress
29.	Apr. 6/10	West Barnfield Harbour Authority Dock Improvements (ICET)	Andy/ Janice	Work to be completed in 2012 – In Progress
30.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
31.	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)
32.	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
33.	Oct. 13/10 COW	Work with Toffino Air on details of their request for a new lease at the Long Beach Airport	Andy/ Janice	In Progress
34.	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
35.	May 11/11 AV Comm	Investigate with the Tsesnakt First Nation possible resource recovery at the AV Landfill	Andy	Investigating
36.	March 14 th COW	The Board passed a resolution to nominate the Sprout Lake Marine Patrol Program for an award through UBCM Excellence Program – Prepare and submit nomination documents	Janice	Done
37.	March 28 th BD	The Board passed a recommendation to apply through the Gas Tax General Strategic Priority Fund for the Beaver Creek Water Booster Pump Station – Proceed with application	Janice	Application submitted – To be determined December 2012, developing short term solution to boil water advisories
38.	April 11 th BD	The Board approved the proposal for moving forward with the homelessness grant – Advise the AV Stakeholders Group and arrange a meeting with the Chair of the Group, ACRD Chair and CAO to discuss the process	Janice	Done
39.	April 11 th BD	Investigate options for dumping land clearing debris on the West Coast	Andy/John	In Progress

No.	Date	Action Item	Assigned to	Target Date/Update
40.	May 9 th BD	The Board approved applying through ICEI 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
41.	May 23/12 Board	The Board approved staff proceeding with option C – A new disposal field designed to accommodate a 25% to 50% increase in flows, including equalization tank, pumps & control panel for the Salmon Beach Wastewater System – proceed with project	Andy	Tender delayed as consultation proceeds with Toquaht Nation
42.	June 13 th BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy/Janice	In Progress
43.	June 27 th Board	Submit a Community Excellence Award application for the Maa-nulth Treaty Process	Janice	Done
44.	July 9 th WC Comm	Investigate options for renting out the new tractor at the Long Beach Airport to the West Coast Communities	Andy	
45.	July 25 th Board	The Board awarded the Kitsuksis Reservoir tender to David Stalker Excavating Ltd. for a price of \$732,363 plus HST – Award the tender and proceed with the project	Andy	Done
46.	July 25 th Board	The Board approved submitting a grant application for \$35,000 in funding to the Community Infrastructure Improvement Fund for the repair of the tennis courts and baseball field at Cougar Smith Park – Submit application	Janice	Depending on information to be provided by the Parks Committee
Planning Department				
47.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2012
48.	June 1/09	Bamfield OCP Review	Mike	Draft to APC in August
49.	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
50.	n/a	Airport Zone Bylaw – AV Airport/Long Beach Airport	Mike	AV Airport bylaw – Adopted June
51.	n/a	Alberni Valley OCP Review	Mike	In progress

No.	Date	Action Item	Assigned to	Target Date/Update
52.	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
53.	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
54.	Feb. 1 st EA Directors	Conduct a review of Building Permit Fees	Mike	Done
55.	March 14 th COW	Review the ACRD's procedures, timelines & bylaws for dealing with bylaw infractions and investigate possible changes for consideration by the Board	Mike/ Alex	August 2012
56.	April 11 th BD	Apply to the Ministry of Transportation for a permit to construct the dock at the west end of Nuthatch Road & to Ministry of Forests for foreshore tenure	Mike	Application sent to Ministry of Transportation and Ministry of Forests
57.	June 13 th BD	Investigate and report to the Board on implications of the Provincial White Papers on a Modern Building Regulatory System and Certification of Building Officials (refer to pg. 115 – 126 board agenda)	Mike	For August
58.	July 11 th Board	The Board passed a resolution instructing staff to investigate grant opportunities for trail construction in Bamfield and explore partnership with the Huu-ay-ahht First Nation – Investigate	Mike	Investigating Grants
59.	July 25 th Board	Forward a letter to the Ministry of Transportation and Emcon Services on behalf of the ACRD Board requesting they follow through with the RCMP recommendations regarding Holly Avenue	Mike	Done
60.	July 25 th Board	The Board has directed staff to amend Schedule A of the Building Bylaw PS1005-4 to reflect the proposed increase in building fees after a public notification period – Proceed with required process	Mike	August

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