



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 10, 2012, 1:30 pm

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

AGENDA

| | PAGE # |
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| 1. <u>CALL TO ORDER</u> | |
| 2. <u>MOMENT OF SILENCE</u> - in Honour of Chairperson Glenn Wong | |
| 3. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items)</i> | |
| 4. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i> | |
| 5. <u>ADOPTION OF MINUTES</u> | |
| a. Electoral Area Directors Committee Meeting - September 19, 2012 | 1-5 |
| <i>THAT the minutes of the Electoral Area Directors Committee meeting held on September 19, 2012 be adopted.</i> | |
| b. Regional Fisheries Resource Committee Meeting - September 12, 2012 | 6-10 |
| <i>THAT the minutes of the Regional Fisheries Resource Committee meeting held on September 12, 2012 be adopted.</i> | |
| c. Board of Directors Meeting – September 12, 2012 | 11-21 |
| <i>THAT the minutes of the Board of Directors meeting held on September 12, 2012 be adopted.</i> | |
| 6. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u> | |
| a. Bernadette Wyton, Air Quality Council, Mr. Earle Plain, Meteorologist, Ministry of Environment, Dr. Hasselback, Medical Health Officer, Central Island regarding Review and Update on Air Quality Issues in the Valley | |
| <i>THAT Ms. Wyton, Mr. Plain and Dr. Hasselback be invited to address the Regional District Board.</i> | |

7. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR ACTION** **22**
Mr. Arthur Skipsy, September 19, 2012, Request for Action to Correct a Problem on Sproat Lake Due to Boats Practicing Wakeboarding.

THAT the Board of Directors request staff to respond to Mr. Skipsy directing him to contact Transport Canada.

- b. **REQUEST FOR FUNDING SUPPORT** **23**
Strawberry Isle Marine Research Society, September 18, 2012, Request for Funding Support.

THAT this funding request be referred for consideration of a Grant In Aid in 2013.

- c. **REQUEST FOR FUNDING SUPPORT** **24-25**
Central Westcoast Forest Society, September 2012, Request for Funding Support.

THAT this funding request be referred for consideration of a Grant In Aid in 2013.

8. CORRESPONDENCE FOR INFORMATION

- a. **ALBERNI VALLEY TOURISM** **26**
Port Alberni to Host 2013 Tourism Conference
- b. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **27-28**
Changes to UBCM Communications
- c. **MUNICIPAL FINANCE AUTHORITY OF BC** **29**
Fall Debenture Issue – Record Low Interest Rate 2.875 per cent
- d. **NUU-CHAH-NULTH TRIBAL COUNCIL** **30**
Nuu-chah-nulth Tribal Council Funding to be Slashed by 60 per cent
- e. **DISTRICT OF TOFINO** **31**
Vision Tofino Update October 11 Invitation
- f. **FEDERATION OF CANADIAN MUNICIPALITIES** **32**
Queen’s Diamond Jubilee Medal
- g. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES** **33-34**
AVICC Update – September, 2012
- h. **NEW DIRECTION RESOURCE MANAGEMENT LTD.** **35-36**
Healthy Forests-Healthy Communities

- i. **YOUTH PARLIAMENT OF BRITISH COLUMBIA** **37**
British Columbia Youth Parliament, 84th Parliament
(application form & brochure held in office)
- j. **CORRECTIONAL SERVICE CANADA** **38-39**
Restorative Justice Week – November 18th – 25th
- k. **PEACE RIVER REGIONAL DISTRICT** **40**
Pipeline Easements
- l. **CITY OF BURNABY** **41-50**
Canadian Federation of Independent Business 2012 Property Tax
Report
- m. **MESSAGES OF CONDOLENCES** **51-65**
Messages of Condolences regarding the passing of our Chairperson
Glenn Wong

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

9. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **66**
Atleo Air Hangar Lease – Long Beach Airport
- THAT the Alberni-District Regional District Board of Directors enter into a 3 year lease agreement commencing August 1, 2012 and expiring July 30, 2015, for an aircraft hangar with Atleo Air at the rate of \$3,000.00 per year plus HST.*
- b. **REQUEST FOR DECISION** **67-71**
2013 Tax Exemption Bylaw
- THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw F1101 cited as “2013 Tax Exemption Bylaw”.*
- c. **REQUEST FOR DECISION** **72-73**
Harold Bishop Firehall/Lakeshore Firehall Seismic Upgrades – Tender
Recommendations
- THAT the Alberni-Clayoquot Regional District Board of Directors award the Harold Bishop Firehall and Lakeshore Firehall Seismic Upgrade tender to Heatherbrae Builders in the amount of \$245,147.84 including HST*
- d. **REQUEST FOR DECISION** **74**
LBA House Rental and Terminal Building Caretaker Agreement

THAT the Alberni-Clayoquot Regional District Board of Directors enter into an agreement with Alex Raeburn to provide caretaking services to the Long Beach Airport Terminal Building in lieu of a portion of the rent payable for occupancy of

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a 3 year lease agreement starting September 1, 2012 and expiring August 30, 2015, for an aircraft hangar with All Sports Lands Ltd. (Tofino Air) at the rate of \$4,000.00 per year plus HST.

- I. REQUEST FOR DECISION** **98-129**
Finance Warrant No. 521

THAT the Alberni-Clayoquot Regional District Board of Directors approves Finance Warrant Number 521 in the amount of \$3,176,765.88 dated September 30, 2012.

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS ONLY

- a. BEAUFORT OFFICIAL COMMUNITY PLAN** **130-131**
Memo & Bylaw P1287

THAT the Board of Directors receive the staff memorandum.

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

- b. DVC12005, ROSENE, 2425 TOFINO-UCLUELET HWY** **132-138**
Development Variance Application – Memo

THAT the Board of Directors pass a resolution to consider issuing development variance DVC12005.

- c. RD11004, SPROAT LAKE LANDING, 10695 LAKESHORE RD** **139-156**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1296 & P1297

THAT the Board of Directors receive the public hearing report for Bylaws P1296 & P1297.

THAT the Board of Directors receive the public hearing minutes for Bylaws P1296 & P1297.

THAT Bylaw P1296, Sproat Lake Official Community Plan Amendment Bylaw be read a second and third time.

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

10.2 ALL DIRECTORS

- d. **WC12006, TOQUAHT WILDERNESS RESORT LTD, LOT 1518,
CLAYOQUOT DISTRICT** **157-171**
Memorandum

THAT the Board of Directors recommend approval subject to compliance with the provided Marine Access Project Management Plan and all other technical agency requirements.

11. REPORTS

11.1 STAFF REPORTS

- a. Staff Action Items Report – October 3, 2012 **172-177**
- b. Finance Department Report – October 2, 2012 **178**
- c. Financial Report – August 31, 2012 **179-180**
- d. Environmental Services Department Report – October 3, 2012 **181-184**

THAT the Board of Directors receives the Staff Reports.

11.2 COMMITTEE REPORTS

- a. West Coast Committee Meeting – October 10, 2012
B. Irving (Verbal)

THAT the Board of Directors receives the West Coast Committee meeting verbal report.

12. UNFINISHED BUSINESS

13. LATE BUSINESS

(requires 2/3 majority vote)

14. QUESTION PERIOD

15. IN CAMERA

Motion to close the meeting to discuss matters relating to

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

16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

17. ADJOURN

**Next Board of Directors Meeting: Wednesday, October 24, 2012, 1:30 pm
Alberni-Clayoquot Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON SEPTEMBER 19, 2012, 1:30PM

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

DIRECTORS PRESENT: Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)
Eric Geall, Electoral Area "A" (Bamfield)
Penny Cote, Electoral Area "D" (Sproat Lake)
John McNabb, Electoral Area "E" (Beaver Creek)

REGRETS: Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)

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

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:35 pm.

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Geall

THAT the agenda be approved as circulated with the addition of the following late items: Request from the Port Alberni Port Authority - ring road scoping exercise and discussion regarding staffing in Environmental Services Department.

CARRIED

3. ADOPTION OF MINUTES

a. Electoral Area Directors Meeting – April 25, 2012

MOVED: Director McNabb

SECONDED: Director Geall

THAT the minutes of the Electoral Area Directors Meeting held on April 25, 2012 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. **CORRESPONDENCE FOR ACTION/INFORMATION**

6. **REQUEST FOR DECISIONS & BYLAWS**

a. **Request for Decision regarding Gas Tax Funds**

MOVED: Director McNabb

SECONDED: Director Geall

THAT the Electoral Area Directors Committee receives this report and refer to the next Electoral Area Directors meeting for discussion.

CARRIED

b. **Memorandum regarding Gas Tax Fund for Bamfield Water Chlorination**

Director Geall discussed required upgrades to the Bamfield Water System and allocation of Gas Tax Funds. He raised concerns in the community with regards to water quality and what the ACRD is doing to address these concerns. The public perception in Bamfield of the ACRD needs improvement.

MOVED: Director McNabb

SECONDED: Director Geall

THAT the Electoral Area Directors recommend to the Board of Directors that \$36,500 of Gas Tax funding be allocated to the Bamfield Water System Chlorination project.

CARRIED

c. **Request from Port Alberni Port Authority – Funding Ring Road Study**

The Chairperson reported on his attendance at the Port Alberni Port Authority (PAPA) Transportation Committee meeting yesterday. The Committee has been investigating options for a truck route into Port Alberni. The Committee is proposing a ring road route starting at either the top or bottom of the hump, through Island Timberland's property and linking up with Ship Creek Road. The PAPA is requesting the ACRD Board to consider paying for the cost of a study of the proposed route. The estimated cost of the study is between \$5,000 and \$10,000 dollars.

MOVED: Director McNabb

SECONDED: Director Geall

That the Electoral Area Directors Committee agree in principle to funding a study of the ring road route proposed by the PA Port Authority subject to the Regional District securing the funds.

CARRIED

d. Environmental Services Department Staffing Review

Director McNabb discussed issues with the levels of efficiency and allocation of staff time in the Environmental Services Department. He requested management staff to look at ways of improving efficiencies in the department.

MOVED: Director McNabb

SECONDED: Director Geall

THAT the Chief Administrative Officer be instructed to evaluate staffing in the Environmental Services Department and provide options for consideration by the ACRD Board during 2013 budget discussions.

CARRIED

The Chief Administrative Officer left the meeting at 2:15 pm.

e. Request for Decision regarding Bylaw Enforcement Procedures

The Manager of Planning and Development provided an overview of the proposed changes to the ACRD bylaw enforcement procedures in order to improve efficiency of the bylaw enforcement process and to insure a timely resolution to infractions. The Committee discussed the proposed procedure amendments.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Electoral Area Committee recommends to the Board the following:

- 1. Amend the Bylaw Enforcement procedures to allow staff to make contact with the owner/resident of a property in person prior to issuing a letter*
- 2. Proceed with updating the Zoning Bylaw*
- 3. Provide public information through a bylaw pamphlet*
- 4. Seek public input regarding the new process and report back to the Board*

CARRIED

f. Request for Decision regarding Management of Rural Development (Part 26) and Regional Planning Fees and Application Requirements

The Manager of Planning and Development provided an overview of the ACRD planning process and recommended changes. The Committee reviewed the proposed amendments.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Electoral Area Directors Committee consider the following options to improve the efficient review of planning applications:

1. *Carefully consider and limit the use of covenants in the rezoning process.*
2. *Only refer ALR applications for subdivision and nonfarm use within the ALR to the Agricultural Advisory Committee. Current practice is to refer to both the Agricultural Advisory Committee and the area APC. The APC would review the application at the rezoning stage if required.*
3. *Only refer applications to APCs once, but provide the option for the ACRD Board to refer applications back to APCs.*
4. *Streamline and reduce the number of commercial zones when the zoning bylaw is updated.*
5. *Staff responds directly to Crown lease Referrals with consultation from area director.*
6. *Update the development application procedures and prepare a handout that is available at the front counter for applicants and the public.*
7. *Contact members of the development community and explain the application process. This can be done with the help of the Economic Development Officer.*

CARRIED

g. Memorandum regarding Modern Building Regulatory System: Provincial White Paper

MOVED: Director McNabb

SECONDED: Director Geall

THAT the Electoral Area Directors Committee receives this report.

CARRIED

7. REPORTS

9. IN CAMERA

MOVED: Director McNabb

SECONDED: Director Cote

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

CARRIED

The meeting was closed to the public at 3:02 pm.

The meeting was re-opened to the public at 3:20 pm.

10. ADJOURN

MOVED: Director McNabb

SECONDED: Director Geall

THAT this meeting be adjourned 3:20 pm.

CARRIED

Certified Correct:

Cindy Solda,
Vice-Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE REGIONAL FISHERIES RESOURCE COMMITTEE MEETING HELD ON SEPTEMBER 12, 2012

Regional District Downstairs Meeting Room, 3008 Fifth Avenue, Port Alberni, BC

- DIRECTORS PRESENT:** Bill Irving, Chairperson, Mayor, District of Ucluelet
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Sheena Falconer, West Coast Aquatic
Dennis Chalmers, Province of BC
Bill Shaw, DFO, South Coast Division
- GUEST:** Mr. Wilk Luedke, South Coast Area Director, Stock Assessment,
Department of Fisheries and Oceans
- REGRETS:** Perry Schmunk, Mayor, District of Tofino
Glenn Wong, Director, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Don Hall, Nuu-chah-nulth Tribal Council
- STAFF PRESENT:** Robert Gunn, Contractor
Tracy Bond, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:10 am.

2. ADOPTION OF MINUTES

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

MOVED: Director Cote

SECONDED: Director Irving

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

CARRIED

3. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Mr. Wilf Luedke, South Coast Area Director, Stock Assessment, Department of Fisheries and Oceans to provide an update on the salmon stocks in the Somass Basin and the threats faced by salmon in the system.

MOVED: Director Irving
SECONDED: Director Cote

THAT Mr. Wilf Luedke be invited to address the Regional Fisheries Resource Committee.

CARRIED

- b. Mr. Luedke advised he would be presenting information regarding a proposed Barclay Sound Wild Salmon Policy Pilot. The Department of Fisheries and Oceans would like to partner with the Alberni-Clayoquot Regional District and others in continuing the work begun earlier this year on the Barclay Sound Wild Salmon Policy Pilot. The Department has partnered with the Cowichan Valley Regional District on a similar project that considers the importance of salmon in the ecosystem and the importance of a healthy ecosystem for salmon. The Department would like to work with the Alberni-Clayoquot Regional District in creating a report to assess the steps needed to restore and maintain a healthy and diverse salmon population and their habitats. Our area hatcheries are healthy but the fish are not doing well once they leave. Work needs to be done with dykes, estuaries etc. The policy pilot process would include gathering background information, working with West Coast Aquatic and other groups, looking at the objectives, status, trends, issues, and high risk factors, development of recommendations and reports, and the development of strategic plans for each river system and informing of other jurisdictions. Perhaps West Coast Aquatic could be asked to develop the deliverable. DFO continues to work on habitat status reports for Sarita, Somass, Nahmint and Henderson and risk assessments. Risk assessments should be complete for all systems by the summer of 2013.
- c. The Committee discussed the McLean Mill dam issue. It is at a critical point. There is no money and gravel is coming down the hill and the ladders are filled. Mr. Luedke advised that this is a Stewardship issue and while DFO can provide support there are no dollars attached.
- d. *MOVED: Director Cote*
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional Fisheries Resource Committee recommend to the Alberni-Clayoquot Regional District Board of Directors support of the following 3 issues at the Ministerial and Staff meetings requested at the Union of British Columbia Municipalities Convention:

- i *Request to Ministry of Forests, Lands and Natural Resources that a funding portion of BC Timber revenue be allocated for ecosystem and watershed restoration, protection, education and stewardship programs and activities.*

- ii. *Request to Ministry of Environment to move forward the ecosystem restoration within the Living Water Smart Policy in the Water Sustainability Act by restoring funding levels to Living Rivers.*
- iii. *Request to Ministry of Environment for improved response in the control of invasive species by increasing funding for supervision and training in management of terrestrial and aquatic invasive species.*

CARRIED

- e. Director Cote left the meeting at 11:07 am.

4. CORRESPONDENCE FOR ACTION/INFORMATION

- a. Correspondence dated July 27, 2012 from the Honourable Keith Ashfield, Minister, Department of Fisheries and Oceans regarding the Pacific Recreational Halibut Fishery and Correspondence dated August 14, 2012 regarding the WCVI Area G Troll Fleet Sockeye Salmon Access and the PST Mitigation Fund.

MOVED: Director Bennett

SECONDED: Director Irving

THAT this correspondence be received.

CARRIED

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional Fisheries Resource Committee recommend to the Alberni-Clayoquot Regional District Board of Directors to send a letter to the Minister of Fisheries regarding the PST Mitigation Fund advising that the subsequent rounds of licence retirements are excessive and the review should be completed by the end of 2012 and further the Alberni-Clayoquot Regional District would like to provide comments on the planned review and also ask the Minister who is conducting the Terms of Reference for the Allocation Review and that we are provided an opportunity to make comment.

CARRIED

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional Fisheries Resource Committee send a letter to Mr. Andy Thomas, Area Director, South Coast Division, Fisheries and Oceans requesting a meeting with the Committee at either an upcoming Fisheries

Committee meeting or in Nanaimo to inform him of the work of the Committee and to discuss areas of mutual concern.

CARRIED

5. REPORTS

a. Department of Fisheries and Oceans Update

B. Shaw advised that the Halibut Recreational Fishery closed on September 9th. The Commercial Fishery will close on November 7th. Tough decisions will have to be made this Fall in regards to the Halibut fishery for 2013. Approximately 800,000 Somass Sockeye are expected to return in 2012. The escapement target for this run is 366,667, giving an expected surplus of 433,333 Sockeye available for catch. River temperatures are moderately high at the Great Central Dam and the Sproat River fishway. Flow throughout the Somass system is moderately high for this time of year and migration does not appear to be impeded. Approximately 34,000 Somass Chinook are forecast to return to Barkley Sound and Alberni Inlet in 2012. About 10,000 Somass Chinook are available for harvest in the 'terminal fishery' from Alberni Inlet seaward to Barkley Sound. Approximately 530,000 chum are forecast to return to South West Vancouver Island in 2012 (62,000 to Area 23). While this forecast is below long-term averages, some modest harvest opportunities may be expected. Between 25,000 and 35,000 Somass Coho are expected to return in 2012. The forecast survival rate for the 2009 brood year (2011 ea entry) is somewhat below the long-term average for West Coast Vancouver Island Coho. DFO has issued a licence for a Hag Fish experimental fishery to begin sometime in January 2013 for 2 boats.

b. Province of British Columbia Update

D. Chalmers advised that BC has a new Minister of Agriculture. The Honourable Norm Letnick was appointed Minister of Agriculture on September 5th. The Hake fishery is poor this season. Only 16,000 tons or 35% of the TAC have been caught so far and because the fish are spread over a large area the catch is difficult. It is doubtful the TAC will be made or even the carry-over. There are only 3 processing vessels off-shore and they are not impacting the shore-based fishery.

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Regional Fisheries Resource Committee receives the Department of Fisheries and Oceans Update and Province of British Columbia Update Report.

CARRIED

6. NEW BUSINESS

- a. R. Gunn presented the Draft Region Wide Fisheries Resource Database. Further information to be gathered will focus on economic benefits derived from each sector (payrolls, sales etc.) to the extent they can be determined. A second draft will be presented at the next scheduled Fisheries Resource Committee meeting.
- b. R. Gunn presented the Draft Community Allocation to the Committee. This resulted in a discussion regarding requesting the Department of Fisheries and Oceans to broaden their Fisheries Act to allow using fish to finance scientific and fisheries management activities.

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Fisheries Resource Committee send a letter to the Minister of Fisheries requesting that the language in Clause 10.1 of the Revised Fisheries Act be broadened to allow use of fish for financing restoration and enhancement activities.

CARRIED

7. NEXT MEETING

- a. There was a discussion regarding the timing of the Fisheries Committee meetings. It was decided that meetings should not take place on the Board of Directors meeting day. There is not enough time for the information presented at the meeting to be effectively discussed. The next meeting of the Regional Fisheries Resource Committee will be at the Call of the Chair.

8. ADJOURN

MOVED: Irving

SECONDED: Bennett

THAT this meeting be adjourned at 12:25 pm.

CARRIED

Certified Correct:

Bill Irving,
Chairperson



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, SEPTEMBER 12, 2012

Dogwood Room, Echo Centre, 4255 Wallace Street, Port Alberni, BC

DIRECTORS PRESENT: Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)
Cindy Solda, Vice-Chairperson, City of Port Alberni
Eric Geall, Electoral Area "A" (Bamfield)
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
John Douglas, Mayor, 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
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Douglas

THAT the agenda be approved as circulated with the addition of the following late items: appointment of Chief and Deputy Chief Election Officers for the West Coast Multiplex Referendum and recommendations coming out of the Fisheries Committee meeting.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Beaver Creek Water Advisory Committee Meeting – August 20, 2012

MOVED: Director McNabb
SECONDED: Director Bennett

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on August 20, 2012 be adopted.

CARRIED

b. Board of Directors Meeting – August 22, 2012

MOVED: Director Bennett
SECONDED: Director Solda

THAT the minutes of the Board of Directors meeting held on August 22, 2012 be adopted.

CARRIED

c. West Coast Committee Meeting – September 5, 2012

MOVED: Director Cote
SECONDED: Director Schmunk

THAT the minutes of the West Coast Committee meeting held on September 5, 2012 be adopted.

CARRIED

d. West Coast Multiplex Advisory Committee Meeting – September 5, 2012

MOVED: Director Bennett
SECONDED: Director Schmunk

THAT the minutes of the West Coast Multiplex Advisory Committee meeting held on September 5, 2012 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Ken Sander, Alberni Golf Club & Mr. Keith Gibson, Long Beach Golf Club regarding Request for Tax Exemption 2013

MOVED: Director Bennett
SECONDED: Director Irving

THAT Mr. Ken Sander, Alberni Valley Golf Club & Mr. Keith Gibson, Long Beach Golf Club be invited to address the Regional District Board.

CARRIED

Mr. Sander, President of the Alberni Valley Golf Club provided an update on Club in 2011/12. He thanked the Regional District Board of Directors for their support over the past 10 years. The Alberni Valley Golf Club employs 35 people in the busy season and 18 people in the winter, generating approximately \$600,000 in the local economy in wages and benefits. The 2012 Charity Golf Tournament was a huge success raising over \$300,000 for BC Children's Hospital and local charities. Their junior program continues to be one of the best in BC with over 100 participants. Mr. Sander requested the ACRD Board to consider granting another tax exemption to the Golf Club in 2013. Not receiving this yearly exemption would be a critical blow to the Club's economic viability. He thanked Directors for consideration of their request.

Mr. Gibson, Director of Operations for the Long Beach Golf Club thanked Regional District Directors for the tax exemptions over the past several years. He advised that he was here this afternoon requesting the same tax exemption as the Alberni Valley Golf Club. Mr. Gibson provided an overview of the activities of the Club over the past year and highlighted a few of their events. On September 7th they hosted the Annual Pro Am event which attracted over 130 players. The event raised \$25,000 for the local high school. He discussed the economic and social benefits of the Club to the West Coast Communities. Mr. Gibson said the Long Beach Golf Club has aging infrastructure in need of repair. The impact of not receiving this tax exemption would be critical to operations. He thanked Directors in advance for considering the tax exemption. Mr. Gibson and Mr. Sander answered questions from Directors.

b. Mr. Ken Watson, Manager, City of Port Alberni, Mr. Tom Paisley, General Manager, Port Alberni Division, Catalyst regarding City of Port Alberni and Catalyst Paper Agreement for Wastewater Treatment Facility, Roads and Lands

MOVED: Director Cote

SECONDED: Director Bennett

THAT Mr. Ken Watson, City of Port Alberni & Mr. Tom Paisley, Catalyst Paper be invited to address the Regional District Board.

CARRIED

Mr. Watson provided Directors with an overview of Agreement between the City of Port Alberni and Catalyst Paper for wastewater treatment facility and land. The City of Port Alberni is moving forward with key strategic initiatives after reaching an agreement in-principle for the purchase of the Catalyst Paper's wastewater treatment facility and other lands. The agreement is valued at \$5.75 million and consists of two parts: acquisition of the sewage lagoons on the Somass

River flats and 3.9 hectares of land combined with a road dedication to facilitate the development of an industrial truck route along the waterfront. Mr. Paisley reported that with upgrades to the Mill it became apparent to Catalyst that they no longer required the lagoons to support operations and it became clear they could divest of this asset. The delegation answered questions from Directors.

c. Mr. Steve Watson, BC Hydro, regarding Long Beach Area Reinforcement Project

MOVED: Director Bennett

SECONDED: Director McNabb

THAT Mr. Steve Watson, BC Hydro be invited to address the Regional District Board.

CARRIED

Mr. Watson conducted a power point presentation on BC Hydro's Long Beach Area Reinforcement Project. He advised that this is the first time introducing this plan publicly. Construction is proposed to start in the Fall of 2013. The delegation answered questions from Directors.

d. Mr. Peter Elson, regarding Development Variance Application DVC12004, Burmeister

MOVED: Director Bennett

SECONDED: Director Cote

THAT Mr. Peter Elson be invited to address the Regional District Board.

CARRIED

Mr. Elson spoke against Development Variance Application DVC12004, 1112 Front Street, Electoral Area "C" (Long Beach). He discussed concerns with road encroachment issues with this property.

6. CORRESPONDENCE FOR ACTION

a. Alberni Golf Club Ltd., September 4, 2012 & Long Beach Golf Club, August 11, 2012 regarding Request for Tax Exemption 2013.

MOVED: Director Irving

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to prepare a 2013 tax exemption Bylaw for the Alberni Golf Club and the Long Beach Golf Club for consideration by the Board of Directors.

CARRIED

- b. Jean Gelwicks, July 22, 2012, Request for Cougar Annies Garden to be formally recognized as a historical place.**

MOVED: Director Bennett

SECONDED: Director Irving

THAT this correspondence be received and Regional District staff be instructed to investigate options for declaring Cougar Annies Garden a historical place and report back to the Board.

CARRIED

- c. Bear Smart BC, August 18, 2012 regarding Request for Funding Assistance for Bear Smart Signage and a Joint Meeting with the Alberni-Clayoquot Regional District and the City of Port Alberni.**

MOVED: Director McNabb

SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District Board of Directors receive this correspondence and direct staff to attend the joint Bear Smart Signage meeting being organized by the City of Port Alberni.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. District of Tofino regarding Tonquin Foundations' Offer to Provide Tsunami Debris Repository;
- b. UBCM regarding Agricultural Land Commission
New Directions, Consultation on the Ministry of Health's Public Health Plan, Packaging and Printed Paper Product Stewardship, ACRD's Application to the 2012 UBCM, GSPF Gas Tax Funding for the Beaver Creek Water Booster Pump;
- c. Village of Granisle regarding Persons with Disabilities and Proposed Changes to Fisheries Act Section 35 (1);
- d. Heart & Stroke Foundation regarding 2012 UBCM Resolution on Outdoor Smoke-Free Public Places;
- e. City of Port Alberni regarding Conditional Water License No. C120713 on Great Central Lake;
- f. British Columbia Achievement Foundation regarding the Tenth Annual British Columbia Achievement Awards;

- g. Sunshine Coast Regional District regarding Inclusion of Huu-ay-aht First Nation and Yuułu?it?atḥ Government;
- h. Department of Fisheries and Oceans regarding WCVE Area G Troll Fleet Sockeye Salmon Access and the Pacific Salmon Treaty Mitigation Fund
- i. BC Hydro regarding Funding Available for Electric Beautification Projects.

MOVED: Director Bennett

SECONDED: Director Solda

THAT the Board of Directors receive a – i correspondence for information

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Bylaw PS1055-5 Building Bylaw

MOVED: Director Irving

SECONDED: Director McNabb

THAT Bylaw PS1055-5, Building Bylaw – Building Permit Fees be adopted.

CARRIED

b. Request for Decision regarding Finance Warrant Number 520

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Board of Directors approves Finance Warrant Number 520 in the amount of \$1,351,496.94 dated July 31, 2012.

CARRIED

c. Request for Decision regarding Bamfield Transfer Station Share Shed

MOVED: Director Geall

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors award the contract to Adelhardt Concrete Plus Construction for the amount of \$20,720.00 including HST to build a Share Shed at the Bamfield Transfer Station.

CARRIED

d. Request for Decision regarding Bylaw E1055, West Coast Multiplex Local Service Area Establishment

MOVED: Director Bennett

SECONDED: Director Schmunck

THAT the following motion from the August 22, 2012 Board meeting be lifted from the table.

CARRIED

The following motion was back on the table for consideration:

MOVED: Director Irving

SECONDED: Director Schmunck

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a first time.

DEFEATED

MOVED: Director Irving

SECONDED: Director Cote

THAT Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 be read a first time.

MOVED: Director Bennett

SECONDED: Director Schmunck

THAT Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 be read a second time.

CARRIED

MOVED: Director Irving

SECONDED: Director Bennett

THAT Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 be read a third time.

CARRIED

e. Request for Decision regarding Appointment of Fire Chief – Sproat Lake Volunteer Fire Department

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Wade Hepp as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term.

CARRIED

MOVED: Director Cote
SECONDED: Director Solda

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter of appreciation to Mr. Peter Klaver for his dedicated years of service on the Sproat Lake Volunteer Fire Department and forward a letter of congratulations to the new SLVFD Fire Chief, Mr. Wade Hepp.

CARRIED

9. PLANNING MATTERS

- a. DVC12004, BURMEISTER, 1112 FRONT STREET**
Development Variance Application – Memo & Permit

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the Board of Directors receive and concur with staff recommendation and pass a resolution to issue development variance DVC12004.

CARRIED

- b. CHERRY CREEK OFFICIAL COMMUNITY PLAN**
Memo & Bylaw P1278

MOVED: Director Wong
SECONDED: Director McNabb

THAT the Board of Directors receive the staff memorandum.

CARRIED

MOVED: Director Wong
SECONDED: Director Bennett

THAT Bylaw P1278, Regional District of Alberni-Clayoquot Cherry Creek (Electoral Area F) Official Community Plan Bylaw 2012 be adopted.

CARRIED

- c. WC12005, WESTERN FOREST PRODUCTS, EFFINGHMAN INLET**
Memorandum

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors recommend approval subject to the recommendations which were identified in the M.C. Wright and Associates Report.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report
- b. CAO Report – September 2012

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors receives the Staff Reports for September 2012.

CARRIED

10.2 COMMITTEE REPORTS

- a. Regional Fisheries Resource Committee, September 12, 2012 -
B. Irving (Verbal)

Director Irving reported on the Fisheries Committee meeting held this morning at the Regional District Office.

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Fisheries and Oceans Canada regarding the PST Mitigation Fund advising the following:

- a. *That subsequent rounds of license retirements are excessive and the review should be completed by the end of 2012;*
- b. *the Regional District requests the opportunity to provide comments on the allocation policy review when the review takes place, and;*
- c. *Advise who will be conducting the Terms of Reference for the Allocation Policy Review.*

CARRIED

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors support the Following three issues at Ministerial and Staff meetings at the 2012 Union of British Columbia Municipalities Convention:

- a. Request to Ministry of Forests, Lands and Natural Resources that a funding portion of BC Timber revenue be allocated for ecosystem and watershed restoration, protection, education and stewardship programs and activities.*
- b. Request to Ministry of Environment to move forward the ecosystem restoration within the Living Water Smart Policy in the Water Sustainability Act by restoring funding levels to Living Rivers.*
- c. Request to Minister of Environment for improved response to control of invasive species by increasing funding for supervision and training in management of terrestrial and aquatic invasive species.*

CARRIED

12. LATE BUSINESS

a. Appointment of Chief and Deputy Chief Election Officer

MOVED: Director Bennett

SECONDED: Director Irving

THAT the following be allowed for consideration as a late item: appointing Chief and Deputy Chief Election Officials for the West Coast Multiplex Referendum to be conducted in the winter of 2012.

CARRIED

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Ms. Wendy Thomson, Chief Election Officer and Ms. Shelli Lyle, Deputy Chief Election Officer for the purposes of conducting the West Coast Multiplex Referendum in the winter of 2012.

CARRIED

13. QUESTION PERIOD

14 IN-CAMERA

MOVED: Director Bennett

SECONDED: Director Crowley

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

CARRIED

The meeting was closed to the public at 3:20 pm

The meeting was re-opened to the public at 4:05 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Bennett

SECONDED: Director Irving

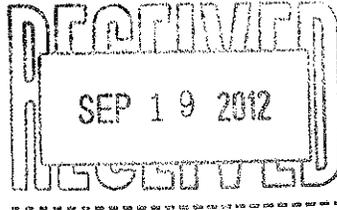
THAT this meeting be adjourned at 4:06 pm.

CARRIED

Certified Correct:

Cindy Solda,
Vice-Chairperson

Russell Dyson,
Chief Administrative Officer



383 Crescent Rd. West
Qualicum Beach B C
Sept. 17 2012 V9K 1J5

Alberni- Clacoquot Regional District
3008 5th Ave.
Port Alberni B C

I am writing to request that you take some action to correct a problem that has appeared on Sproat Lake because of the boats practicing wakeboarding. This has resulted in damage to boats and floats. I offer a few suggestions to correct this problem.

All up and down the coast harbours post either speed limits or no wake signs. In other places such as lakes there are regulations regarding the boats permitted on the lake.

For Sproat Lake I would like to suggest the following:

1. Wakeboarding only allowed across the lake at any site, not parallel to the shore
2. Wakeboarding be allowed in designated areas, eg. Where no housing or development occurs.
3. ballast tanks be drained during travel when not wakeboarding.

Any one of these could be introduced and the conditions monitored.

Also the persons stationed at the boat launch site could give out info stating lake operating etiquette.

I thank you for your consideration of my request.


Arthur N Skipsey

P.S I have owned property and operated a boat on the lake since 1950



Strawberry Isle Marine Research Society
Po Box 231
Tofino, BC
V0R 2Z0
O: 250-725-2211
www.strawberysociety.org

September 18, 2012

Dear Directors for the Alberni-Clayoquot Regional District,

Strawberry Isle Marine Research Society (SIMRS) is a registered charity based in the Clayoquot Sound on the Westcoast of Vancouver Island, British Columbia. For over 21 years our Society has worked closely with First Nations, various government branches, the local community, as well as other scientific researcher advisors to integrate expertise and knowledge and to coordinate marine monitoring in the Clayoquot Sound. From recording the first sighting of Humpback Whales in Clayoquot Sound to performing necropsies on marine mammal fatalities, SIMRS plays a vital and long standing role in our marine community. For several years now the Alberni-Clayoquot Regional District has been supportive of our efforts. In the New Year, please continue to show your support by making a financial contribution to Strawberry Isle Marine Research Society.

Unlike many organizations, SIMRS monitors the marine environment on an ongoing daily, year round basis. We work closely with the marine community. Daily wildlife sightings and observations from water taxis, tour boats, fish farms, airlines, tug boats and waterfront residents are recorded in a species specific database. This comprehensive and systematic approach to monitoring has led to in-depth and immeasurable fine-scale information that is generously shared with other researchers and institutions.

The results of Killer Whale monitoring efforts are forwarded to Graeme Ellis at the Nanaimo Biological Station. Hydrophone recordings of whale vocalizations are forwarded to Vancouver Aquarium and to Dr. John Ford at the Pacific Biological Station. Synopsis reports are forwarded to several agencies such as Parks Canada, the Clayoquot Biosphere Project, the Marine Mammal Research Group, the Sydney Museum and the Whale Museum in Puget Sound. Carnivore sightings are entered into a shared database with Parks Canada, to assist with the Pacific Rim National Park Reserve Wildcoast Project. SIMRS responds to whale entanglements, for greys and humpbacks caught in fishing gear or crab traps. Results from our pelagic bird surveys, eel grass mapping and water quality testing is also generously shared with local and regional institutions. The network of organizations that benefit from our monitoring efforts increases the value and scope of our work.

Strawberry Isle Marine Research Society is requesting a financial contribution of \$2,500 from the Alberni-Clayoquot Regional District. Monitoring our marine environment is more important than ever. The value of this work increases the longer it is carried out, please show your support.

Sincerely,

Jessica Hutchinson
President
jessicajhutchinson@gmail.com



Central West Coast Forest Society
Po Box 641 1920 #2 Lyche Rd
Ucluelet, BC
V0R 3A0
O: 250-726-2424
F: 250-726-7102
www.clayoquot.org

September 19, 2012

Dear Directors for the Alberni-Clayoquot Regional District,

Central West Coast Forest Society (CWFS) is a local charitable non-profit based in Ucluelet on the west coast of Vancouver Island. CWFS focuses on salmon habitat restoration and enhancement, research and education and the development of recreational and educational opportunities and infrastructure on Vancouver Island.

For over 17 years CWFS has been working on ecological restoration in the Kennedy Flats Watershed, on the west coast of Vancouver Island. The watershed comprises 12,937 hectares of land and over 420 km of fish bearing streams. Bound by the Pacific Ocean to the west and Kennedy Lake to the east, the watershed supports Chinook, Chum, Pink, Coho, and Sockeye Salmon; Rainbow, Steelhead, and Cutthroat Trout. The area also supports a diversity of wildlife and focal species intrinsic to our area.

Historical timber harvesting introduced an extensive network of roads, covering over 253 km in this watershed. Scattered throughout this road network are numerous illegal dumping sites (Figure 1 & 2).

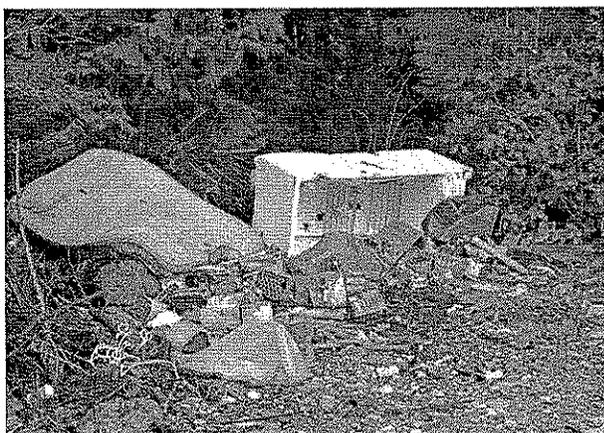


Figure 1. Illegal Dumping Site

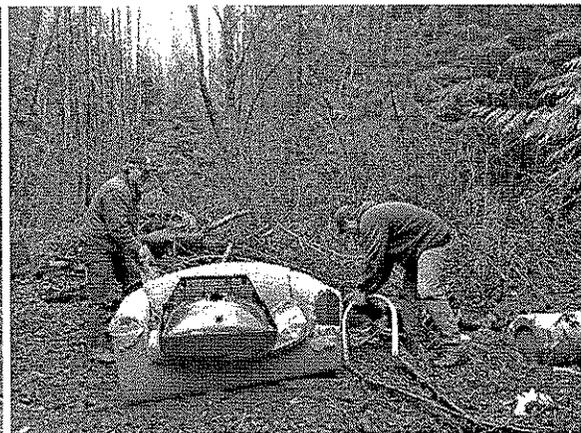


Figure 2. Spring Clean Up at a dump site



Central Westcoast Forest Society
Po Box 641 1920 #2 Lyche Rd
Ucluelet, BC
V0R 3A0
O: 250-726-2424
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www.clayoquot.org

Illegally dumped items often include household garbage, business trash, construction and demolition materials, appliances, furniture, tires, landscaping and yard waste, and chemical waste. Illegally dumped materials can have serious effects on the environment, wildlife habitat and the ability of others to use and enjoy outdoor recreational areas. Harmful chemicals can be released and enter waterways and fish bearing streams. Wildlife can be injured, poisoned, or killed as a result of foraging through garbage. Illegal dumping sites can lead to the habituation of Black Bears and increase the likelihood of human-bear conflict.

In the April 2012 the ACRD awarded Central Westcoast Forest Society \$2,500 to complete a spring clean up of the Kennedy Flats Watershed. In three days we were able to remove over 8 tons of garbage from illegal dumping sites and properly dispose of this material in the local landfill. Additionally, 50 signs were made that will mark fish bearing streams and help deter people from future dumping at these stream crossings. With your support we propose to do another clean up this fall, removing garbage from many of the remaining locations and any new garbage deposited over the summer months. Please consider making a financial contribution to this effort. CWFS is requesting \$2,500 contribution from the ACRD. An additional \$3,500 of in-kind support for this project is being provided by Iisaak Forest Resources Ltd. and Tla-o-qui-aht First Nations.

Help us set a standard for environmental stewardship, to discourage future dumping of garbage and to promote the responsible use of wild spaces. If you have any questions regarding the project or the request for funding please feel free to contact us at your convenience.

Yours,

Jessica Hutchinson
Executive Director
Central Westcoast Forest Society

www.clayoquot.org

Alberni Valley Tourism – Press release September 27 2012.

Port Alberni to host 2013 Tourism Conference.

Alberni Valley Tourism is excited to announce that Port Alberni has been chosen to host the 50th Annual Tourism Vancouver Island Conference and AGM in September 2013.

The announcement was made by Annette Clement chair of the Alberni Valley bid & organizing committee to a sold out audience at this year's 49th Annual Conference Awards Dinner in Sooke last night (September 26th), watched on by Port Alberni Councilors Jack McLeman, Bob Cole and Port Alberni Tourism Operators.

“Alberni Valley Tourism is delighted to have been chosen Host Community for 2013” said Alberni Valley Tourism Chair Jonathan Cross, “attracting conferences to Port Alberni is the main focus of Alberni Valley Tourism’s shoulder and off season marketing initiatives, this is a great win for us, it is a long time since Port Alberni hosted a conference of this size”.

Expected to attract 150–200 delegates from Vancouver Islands Tourism industry, Destination Marketing organizations and Economic Development offices this will be an excellent opportunity for Port Alberni to highlight our first rate tourism products such as Mclean Mill and the Frances Barkely, our fine hotels and motels as well as the scenic beauty of our friendly West Coast Community. Alberni Valley Tourism recognizes that tourists to Vancouver Island rarely visit only one community and one of our best sources of visitors is a recommendation from another Vancouver Island destination, we are excited to show the rest of Vancouver Island what we have to offer!

For more information contact Jonathan Cross. Chair, Alberni Valley Tourism. 250 723 8111.



September 21, 2012

TO: Mayor and Council, Chair and Board, Senior Staff
FROM: Union of BC Municipalities
RE: **Changes to UBCM Communications**

I am writing to you to advise that the Union of BC Municipalities will be changing its communications procedures in early October, following the 2012 Convention.

Change in Service

One of the basic services provided by UBCM to its membership is the distribution of communications. For the past number of years, UBCM has relied primarily on two tools for distributing information: a contacts database to email PDF documents; and a quarterly hard copy newsletter. Starting October 10, 2012, UBCM will consolidate these communications tools with a single, weekly email newsletter, *The Compass*.

Advantages of the New Format

Our email newsletter will consolidate all of UBCM's communications into a single digest that may be distributed directly to an unlimited number of elected officials and staff. This will eliminate the need for our local government contacts to forward UBCM communications to intended recipients and reduce the volume of email traffic from UBCM.

The Compass will be integrated with our

website, making it easier to search for UBCM news and information. The email newsletter format will also provide us with more information on the way UBCM's information is used, so we can better measure our effectiveness.

Sign Up Process

Federal anti-spam laws require that new subscribers of email newsletters must choose to subscribe. In order to ensure a smooth transition to the new system, we have asked the designated UBCM contact in your local government (most likely the staff person who has forwarded this message to you) to manage the process for signing up.

If you wish to subscribe immediately on your own, simply enter an email address in the portal on the landing page for UBCM.ca and follow the confirmation instructions. The sign-up process takes about a minute to complete.

Questions?

Our goal is to provide improved communications to our membership, so your feedback is appreciated.

If you have questions or comments regarding these changes, please contact Paul Taylor, Relationships and Communications Advisor
ptaylor@ubcm.ca or call at 250-356-2938.

TO: Members of the Authority

FROM: Chair Frank Leonard

DATE: September 27, 2012

RE: Fall Debenture Issue – Record Low Interest Rate 2.875%

On behalf of myself, Vice-Chair Malcolm Brodie and your Board of Trustees, we thank you for your support at the Semi-Annual Meeting on September 25th. At this meeting, our members authorized the issue of securities to meet the requests for financing from local governments throughout British Columbia.

I am very pleased to advise that today the MFA successfully issued the MFA fall debenture for \$165 million at a new record low interest rate of 2.875%. This was a re-opening of our 10 year debenture issue that we launched in the Spring. Never before has the MFA borrowed below 3% for this term.

The arrangement was made by Robin Stringer, Chief Administrative Officer and by Graham Egan, Director of Finance.

We continue to achieve lower interest rates when compared to all other municipal participants in the bond market across Canada.

We are able to relend to all our members at the same low rate, regardless of the size of each community we serve in BC.

On behalf of the Board of Trustees, we thank you for your continuing support and we look forward to seeing you at the MFA Annual General Meeting and Financial Forum, March 21st, 2013 in Victoria, at the Hotel Grand Pacific.

Should you have any questions please contact either:

Chair Frank Leonard
c/o District of Saanich: 250-475-5510

Robin Stringer
Chief Administrative Officer
250-383-1181 ext.: 222



Sept. 27, 2012

Press Release

Nuu-chah-nulth Tribal Council funding to be slashed by 60 per cent

The Stephen Harper federal Conservative government has picked a fight with the Nuu-chah-nulth people of Vancouver Island, and today the 14 nations that make up the Nuu-chah-nulth Tribal Council have committed to stand shoulder to shoulder in that fight.

The Nuu-chah-nulth Tribal Council has received word that the Harper Conservatives have unilaterally decided to cut core funding to all National Aboriginal Organizations, Provincial Aboriginal Organizations and all Tribal Councils in every Province and Territory in Canada. The Nuu-chah-nulth Tribal Council's funding will be cut by an astounding 60 per cent by the year 2014. That is a significant funding reduction to an organization that provides programs and services to more than 10,000 people up and down the coast.

The impact of this severe funding reduction, if allowed to stand, would significantly undermine the purpose of the Nuu-chah-nulth Tribal Council to build strong, self-determining, healthy communities by providing equitable social, economic, political, and technical support to Nuu-chah-nulth First Nations.

The Nuu-chah-nulth Tribal Council, a major employer headquartered at Port Alberni, B.C., provides such essential programs and services to the Nuu-chah-nulth people as education, child and youth services, health and social services, and employment training. The tribal council also operates child welfare and protection services both on-reserve, and in the city.

"These funding reductions have the potential to create very serious negative impacts for First Nation families and in turn the broader community and all Canadians," said Assembly of First Nations National Chief Shawn A-in-chut Atleo of Ahousaht First Nation.

"The funding cut demonstrates the contradictory nature of this Conservative majority government," said Nuu-chah-nulth Tribal Council President Clifford Atleo, Sr., particularly in light of the commitments made in January 2012 at the Crown-First Nations Gathering, which was intended to enhance Canada's relationship with First Nations in the country by enabling strong and sustainable First Nations communities.

The impacts of the funding cut to the Nuu-chah-nulth Tribal Council will hurt Nuu-chah-nulth people, their communities and their nations and will be felt in communities across the region, including non-First Nations communities like Ucluelet and Tofino, Campbell River and Victoria.

The Nuu-chah-nulth Nations call upon their neighbors to stand with all First Nation Provincial Organizations and Tribal Councils and denounce the Conservative Government's attack on the viability of their tribal council organization and the services this organization provides.

For further information contact:

Nuu-chah-nulth Tribal Council President Clifford Atleo Sr. at 250-724-5757

or

Nuu-chah-nulth Tribal Council Vice President Ken Watts at 250-724-5757



DISTRICT OF TOFINO

P.O. Box 9, 121 3rd Street, Tofino, B.C. V0R 2Z0

Telephone: 250.725.3229 | Fax: 250.725.3775 | Email: office@tofino.ca | Website: www.tofino.ca

September 21, 2012

RE: Vision Tofino Update October 11 invitation

The District of Tofino has launched an update of the Official Community Plan (OCP) “Vision Tofino”. We are inviting representatives from your organization to participate in the first public meeting on Thursday October 11 from 10am-12pm and 7pm-9pm at the Clayoquot Sound Community Theatre in downtown Tofino (380 Campbell Street). This is the first opportunity to get informed and involved with the OCP Update process but there will be other opportunities to participate from October to February. If you can’t attend on October 11th, please visit our website or contact us with your questions. For more information please visit tofino.ca or visiontofinoupdate.ca.

During each of the two October 11th sessions the OCP update team (OCPIMC committee members, District Planning Staff, and OCP update Advisor Dave Witty) will give a 15 minute introduction to the OCP update process, and then you will have the opportunity to visit with the OCP update team over local refreshments. Common Loaf Bakery will cater the morning session and Red Can Gourmet will cater the evening session. Bring your calendars in case you want to jot down the dates for future opportunities to get involved! Please RSVP by October 4th to let us know which session (10am or 7pm) you or your organization would like to attend.

If social media updates are your preferred information source, “like” [District of Tofino on Facebook](#), follow us on twitter [@tofinoplanning](#), or check us out on [placespeak](#).

Please feel free to contact Juliet Van Vliet or Aaron Rodgers at the District of Tofino with any questions on the OCP update process.

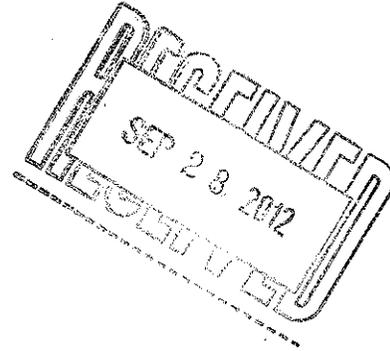
Sincerely,

Juliet Van Vliet | Planning Assistant | **District of Tofino** | 121 3rd Street, Box 9, Tofino BC V0R 2Z0 | **T** 250.725.3229 ext 34 | **F** 250.725.3775 | **E** juliet@tofino.ca | **W** www.tofino.ca



FEDERATION
OF CANADIAN
MUNICIPALITIES

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CANADIENNE DES
MUNICIPALITÉS



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Chef de la direction

Brock Carlton
Ottawa, ON

September 24, 2012

Mr. Russell Dyson
Chief Administrative Officer
Regional District of Alberni-Clayoquot
3008 – 5th Avenue
Port Alberni, BC, V9Y 2E3

Dear Mr. Dyson:

The Diamond Jubilee marks the 60th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Medal Program is the centrepiece of a year-long series of Jubilee year celebrations organized by the Government of Canada. It is anticipated that some 60,000 deserving Canadians will be recognized with a Jubilee medal.

Now, in consultation with the Government of Canada, we are launching a second round of nominations with a new deadline in order to open this honour to more Canadians. All members of council and all municipal officials may nominate as many additional candidates as they consider deserving of the Queen's Diamond Jubilee Medal.

Nominations already submitted are unaffected. In addition, those nominated as alternates will also receive a medal, providing they meet the criteria which can be found at www.fcm.ca/eligibility. If you have any objections to your alternate candidate receiving a medal, please contact FCM at diamondjubilee@fcm.ca.

The new deadline for nominations is December 31, 2012. I urge you to advise all members of council and all municipal officials of this expanded opportunity to honour deserving members of your community.

Nominations are made by completing the nomination form at www.fcm.ca/jubilee. To learn more about the Jubilee Medal Program, please visit the Governor General's website using this link: www.fcm.ca/diamondjubilee.

Sincerely,

Karen Leibovici
President, FCM
Councillor, City of Edmonton

24, rue Clarence Street,
Ottawa, Ontario K1N 5P3

T. 613-241-5221
F. 613-241-7440

www.fcm.ca





MEMORANDUM

TO: AVICC Members
FROM: President Chair Stanhope
DATE: September 14, 2012
RE: **AVICC UPDATE – SEPTEMBER, 2012**

Aquaculture Working Group

Eight nominations were received. Thank you to those who forwarded nominations and were willing to let their names stand. Executive reviewed the nominations with the criteria for selection of representatives including consideration of regional representation, both shellfish/fin fish experience, and municipality/regional district representation. To be able to accommodate as wide a representation as possible, yet keep the group small and effective, four representatives were selected:

1. Mike Irg, Manager of Planning & Development, Alberni-Clayoquot Regional District
2. Terri Martin, Environmental Coordinator, City of Campbell River
3. Courtney Simpson, Island Planner, Islands Trust
4. Rick Davidge, CAO, District of Port Hardy

It is expected that these four representatives will consult as needed with other members who are involved in commercial aquaculture to ensure that the needs of all local governments can be included in the deliberations. The four nominees not selected at this time would provide the basis for this consultation group, but others may be identified.

The first task will be to develop terms of reference. Executive will be requesting that once these have been drafted, that they would have the opportunity to review them. This will provide the opportunity to review the representation on the Aquaculture Working Group to ensure that the widest and most effective representation of affected members has been achieved when considering the parameters of the terms of reference and the identified objectives of the group.

Update on Derelict Vessels

AVICC has requested a meeting with Minister Steve Thomson. We had hoped that the UBCM Convention might provide the opportunity. As the issue requires more than the typically allotted 15 minutes available for meetings during the UBCM Convention and because the *Transport Canada Survey Results* are not yet available, we have asked that the meeting be scheduled after the UBCM Convention.

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

Once the meeting has been scheduled, we will be issuing invitations to those have been involved in past meetings with the Minister on this topic plus the sponsors of the two related resolutions coming forward to this year's UBCM Convention to participate either in person or by teleconference.

Update on Gas Operating Agreements

Executive is anticipating that they will be able to meet with Minister Coleman either during the UBCM Convention or shortly thereafter to ensure that we have his support in moving forward with allowing eligible local governments to have the choice of incorporating into their renewal operating agreements the option of having FortisBC collect operating fees on their behalf, to discuss the process that is required to ensure the legal capacity to allow this to happen, and communicate the importance of having the Application for Common Rates, Amalgamation and Rate Design currently before the BC Utilities Commission (BCUC) approved.

The draft of the template operating agreement has been completed and is currently being reviewed by local government and Fortis BC legal representatives. It has also been sent out to affected local governments. AVICC Executive will be meeting with FortisBC representatives during the UBCM Convention at which time we expect FortisBC will be seeking AVICC's endorsement of the template agreement.

We wish to thank members for your letters of support for FortisBC's application before BCUC and for garnering additional support letters from your communities. Thank you to local government staff who have been involved in the working group to develop the template agreement and special thanks to Douglas Holmes, Assistant City Manager/General Manager, Corporate Services for City of Nanaimo and Paul Murray, CAO for District of Saanich who have provided a significant leadership role on behalf of local government. We also appreciate the effort being put forth by FortisBC representatives Carol Greaves, Gord Schoberg and Gerald Berry.

AVICC Luncheon During the UBCM Convention

Over 250 delegates have registered to attend the AVICC Luncheon on Wednesday, September 27 in the Crystal Gardens. As always, the primary goal of the luncheon is to provide the opportunity to get together to share ideas and enjoy the company of fellow AVICC members. WoodWorks BC will be making their annual presentation of the Community Recognition Award and Mayor Wendal Milne will say a few words to encourage delegates to come to Sooke for the 2013 Convention.

Executive wishes to acknowledge Councillor Claire Moglove's nomination for Director at Large on the UBCM Board. Councillor Moglove will address delegates briefly during the luncheon. AVICC is automatically represented on the UBCM Board by the AVICC President; however, AVICC has benefited over the past several years with a second representative elected as Director at Large. Executive would recommend that the membership continue to support this additional representation and put their support behind Councillor Moglove.

Subject: HFHC Strategic Action Plan

Date: Thursday, 13 September, 2012 11:00:38 AM Pacific Daylight Time

From: Bill Bourgeois

To: Al Martin, Amanda Brittain, APB Managing Director, Bob Peart, Brian Barber, Brian Riddell, CAA-Kootenay Boundary, CAA-North Central, CAA-Southern Interior, CAA-Van Island-Coastal, Caely-Ann McNabb, Chris Hollstedt, CWIT, David Marshall, Derek Marcoux, Don Manson, Eric Hamilton-Smith, Evan Loveless, Frank Varga, Harry Drage, Holly Clermont, Janet Mitchell, Jenna McCann, Jeremy McCall, John Karakatsoulis, John Pineau, Michel Vallee, Patrick Walshe, Sharon Tower, Tracey Gillespie, Vicky Husband

The draft HFHC Strategic Action Plan and Press Release have been posted on the HFHC website <http://bcforestconversation.com> What's New and Media sections respectively. The Plan includes the recommended actions arising from the information collected to date during the community and expert dialogues. It is considered a draft as more information will be collected from the community and expert workshops planned for the next few months. A final report will be distributed in January-February 2013.

The Plan is designed for ease of review at three levels of interest. The Executive Summary provides an overview of the Action Plan, the Action Plan section provides the recommended actions to achieve the desired future forest and the Specific Action Recommendations (Appendix 1) provides the recommended "how to" actions for each of the Action Plan recommendations.

HFHC thought it would be useful to provide politicians with the current information at this time for consideration in developing their election platforms for the upcoming election. Also, it provides an opportunity to extend the dialogue among interested citizens. Please feel free to distribute this information to your organization and network so they are aware of the dialogue and encourage them to get involved. Also ask your MLA or upcoming election candidate what they think of the recommendations.

If you have any questions or comments on the Plan, please feel free to call me or send them to me directly or through the HFHC webmail info@bcforestconversation.com. Thanks.

Bill Bourgeois
New Direction Resource Management Ltd.
835 Strathaven Drive
North Vancouver, BC, V7H 2K1
Phone: 604-924-0765
Cell: 604-836-0765
Fax: 604-924-0795
Skype: William.Bourgeois3

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PRESS RELEASE

September 2012

The *Healthy Forests-Healthy Communities: A conversation on BC forests* initiative has posted the first draft of a *Strategic Action Plan* to restore BC's forest legacy and energize the forest sector. It contains recommended actions for Government, forest industry, communities and professionals to address the issues and challenges to achieve a vision for the future BC forest. The recommendations are based on the community and expert input provided during 2011 and 2012 dialogues across BC.

The *Plan* is presented as a series of nested recommendations to be delivered over 10 years with a focus on long-term stewardship to protect forest sector jobs and deliver the expected goods and services from BC forests. The recommended actions relate to five major areas and include specific "how to" actions.

- 1) Building a Sustainable Forest Management (SFM) infrastructure to guide the management of BC forest lands
- 2) Employing land use, forest management, resource inventories and economic support mechanisms to increase community diversification while building a community forest culture
- 3) Ensuring resource inventories and monitoring and assessments provide reliable knowledge on the state of the forest, its values and its resources
- 4) Conducting forest management treatments to meet local, regional and provincial forest lands visions and goals
- 5) Ensuring a vibrant forest lands research sector to support long-term forest management, community resiliency and forest sector competitiveness

The *Plan* is intended to generate dialogue among politicians, industry, professionals, communities, First Nations and other interested parties regarding what is needed to ensure BC forest lands will be capable of providing the desired goods and services for the Province, its communities and BC residents, now and in the future.

The *Healthy Forests-Healthy Communities Strategic Action Plan* can be obtained from the HFHC website http://bcforestconversation.com/?page_id=19

Enquiries should be directed to info@bcforestconversation.com or the HFHC Coordinator, Bill Bourgeois (604 924-0765 or 604 836-0765)

-30-



8 September 2012



Dear Sir or Madam:

Re: British Columbia Youth Parliament, 84th Parliament

The British Columbia Youth Parliament's 84th Parliament will be held in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2012. The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the December parliamentary session and in community service activities throughout the year. **Youth Parliament is a one year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. Youth Parliament is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$270** registration fee. Financial support is available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. We also provide resources for applicants attempting to secure funding from community sources (see www.bcyp.org/joinus.html).

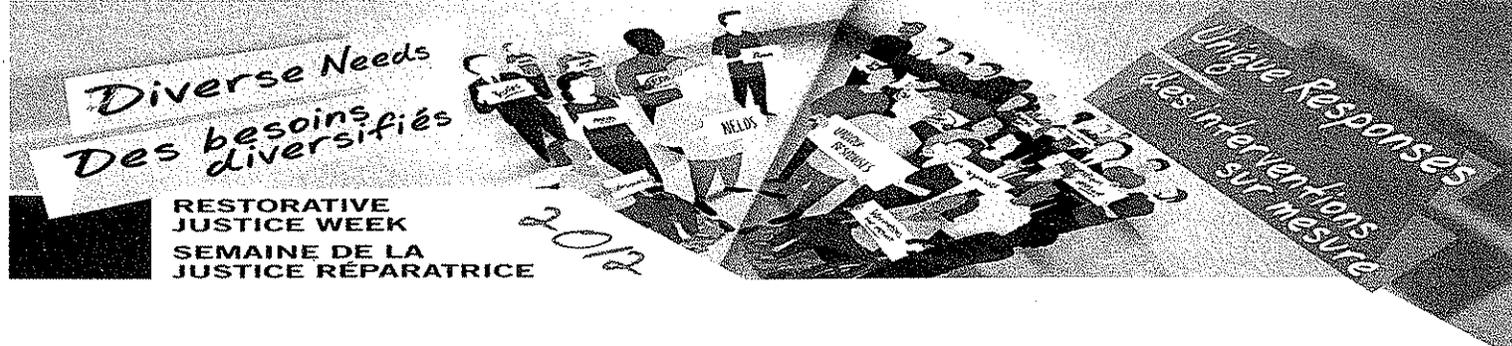
Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Harbour Towers Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and two copies of a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for our organization. A soft copy of the form is available from our website at www.bcyp.org/joinus.html, along with soft copies of the brochure and a promotional poster.

All applications must be received by October 23, 2012. Applicants will be notified whether they have been selected in early November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at www.bcyp.org.

Yours truly,

Dora Turje
Registrar, Youth Parliament of B.C. Alumni Society



It gives me great pleasure to call upon all Mayors, Chiefs, Reeves, Councillors and community leaders from across Canada to **proclaim Restorative Justice Week 2012**. The Correctional Service of Canada (CSC) has been an active partner in the restorative justice community for more than a decade and has been proud to provide leadership to the annual celebration since 1996.

Restorative Justice Week 2012 will be held in Canada, and throughout the world, from **November 18th - 25th** for the purpose of sharing the concrete learning and results that have come from the growing experience of practitioners and stakeholders in the application of a restorative justice approach and processes.

The theme this year is **“Diverse Needs; Unique Responses”**. This theme recognizes that restorative justice is an approach that addresses the various needs of people impacted by crime and conflict that are created when a person has been harmed or treated unfairly. Restorative justice processes, in response to crime and conflict, are highly adaptable to different people, environments, and systems as the identified needs of the people involved help formulate the unique response that can contribute to a person’s sense of safety, justice and well-being.

Municipal recognition of Restorative Justice Week increases from year to year. In 2011, 301 municipalities across Canada proclaimed Restorative Justice Week representing 17.19% of the Canadian population. In addition, the provinces of Nova Scotia, Manitoba, and British Columbia proclaimed the Week. Restorative Justice Week was also celebrated in at least 19 other countries. This year, with your support, we hope to build on this success. Here are some ideas of what you could do as leaders in your community:

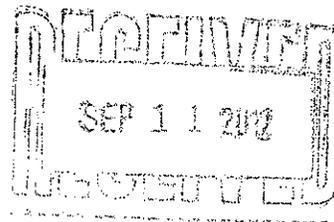
- Declare / proclaim Restorative Justice Week 2012. Included with this letter is a copy of the proclamation. A printable version can also be found on our website: <http://www.csc-scc.gc.ca/text/rj/rj2012/genproc-eng.shtml>;
- Host a town hall meeting to promote and raise awareness about how restorative justice is expressed in your communities;
- Challenge your community partners to create a local planning committee for Restorative Justice Week 2012 activities;
- Invite a guest speaker from your community, who is involved in restorative justice, to share their perspectives.

Should you require someone to talk to your city council or if you would like more information, please contact CSC’s Restorative Justice Division at restorativejustice@csc-scc.gc.ca. **Please fax a copy of the proclamation or the minutes of the meeting declaring/proclaiming Restorative Justice Week 2012, as well as your contact information, to 613-943-2171.**

For more information on Restorative Justice Week 2012 and available resources, or to let us know if your city, town or village is planning an event, visit www.csc-scc.gc.ca/text/rj/index-eng.shtml. Not only will your Restorative Justice Week event be posted online, it will also be published in the Restorative Justice Week National Report.

Note: If for any reason policy precludes your jurisdiction from proclaiming events, please advise as this information is collected annually for statistical purposes and reflected in the National Report.

Don Head
Commissioner



Correctional Service
Canada

Service correctionnel
Canada

Canada



WHEREAS, in the face of crime or conflict, restorative justice offers a philosophy and approach that views these matters principally as harm done to people and relationships; and

WHEREAS, restorative justice approaches strive to provide support and opportunities for the voluntary participation and communication between those affected by crime and conflict (victims, offenders, community) to encourage accountability, reparation and a movement towards understanding, feelings of satisfaction, healing and a sense of closure; and

WHEREAS, this year's theme for Restorative Justice Week is "*Diverse Needs; Unique Responses*", it is an opportunity to learn about restorative justice, educate and celebrate along with other communities across the country during the week.

THEREFORE, I, _____, do hereby
(Title and Name),

proclaim November 18 - November 25, 2012 as Restorative Justice Week in the
 _____ of _____.
(type of municipality) (name of municipality)



PEACE RIVER REGIONAL DISTRICT

Office of: the Chair

July 14, 2012

Mr. Mike Thomsen
Surveyor General
BC Land Title and Survey
Suite 200 – 1321 Blanshard Street,
Victoria, BC V8W 9J3

Dear Mr. Thomsen:

At its July 11, 2012 meeting the Regional Board received a recommendation from the Agriculture Advisory Committee (AAC) regarding the pipeline abandonment.

For your reference, the Regional Board established the AAC, comprised of local producers and stakeholders, to identify ways that the Regional Board can support farming and the agricultural industry in the Peace region.

Currently there are no regulations for abandoned pipelines. Pipeline easements are registered on landowner's titles. When a pipeline is abandoned or de-activated the AAC feels there should be a process that allows for the removal of that pipeline easement from the land title.

The Regional Board and the AAC would like to request information on the current process to remove easements from private land titles once a pipeline has been removed; and if there is no process in place, request that a procedure be established for the removal of easements from private property.

We look forward to your reply.

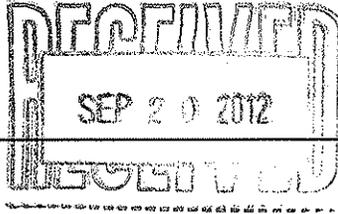
Yours truly,

Karen Goodings,
Chair

- c.c. – The Honourable Rich Coleman, Minister of Energy and Mines and Minister Responsible for Housing
- The Honourable Shirley Bond, BC Solicitor General
 - The Honourable Christy Clark, Premier
 - The Honourable Blair Lekstrom, Minister of Transportation and Infrastructure, MLA – South Peace
 - Mr. Pat Pimm, MLA – North Peace

PLEASE REPLY TO:

- BOX 810, DAWSON CREEK, BC V1G 4H8 TELEPHONE: (250) 784-3200 OR (800) 670-7773 FAX: (250) 784-3201
EMAIL: prrd.dc@prrd.bc.ca
- 9505 – 100th Street, Fort St. John, BC V1J 4N4 Telephone: (250) 785-8084 Fax: (250) 785-1125
EMAIL: prrd.fsj@prrd.bc.ca



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

2012 August 30

File: 07810 - 01

Union of BC Municipalities
Member Municipalities

Dear Chair and Board of Directors:

Subject: Correspondence from the Canadian Federation of Independent Business

Burnaby City Council, at its Open meeting held on 2012 August 27, received a report from the Director Finance in response to correspondence from the Canadian Federation of Independent Business regarding their annual 2012 property tax report and adopted the following recommendations **AS AMENDED**:

1. "THAT this report be received for the information of Council and,
2. THAT a copy be forwarded to Shachi Kurl, Director Provincial Affairs, BC & Yukon, Canadian Federation of Independent Business.
3. THAT a copy be forwarded to the UBCM, UBCM member municipalities, and Burnaby MLAs."

In accordance with Recommendation No. 3, a copy of the report is *enclosed* for your information.

Yours truly,



Derek R. Corrigan
MAYOR



| | |
|---------------|----------------|
| Item | 07 |
| Meeting | 2012 August 27 |

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2012 August 22

FROM: DIRECTOR FINANCE

SUBJECT: CORRESPONDENCE FROM THE CANADIAN FEDERATION OF INDEPENDENT BUSINESS (CFIB)

PURPOSE: To provide information to Council regarding the recommendation contained in the correspondence from the CFIB.

RECOMMENDATION:

1. **THAT** this report be received for the information of Council and,
2. **THAT** that a copy be forwarded to Shachi Kurl, Director Provincial Affairs, BC & Yukon, Canadian Federation of Independent Business.

REPORT

Background:

This report is written in response to correspondence dated July 9, 2012 from Shachi Kurl, Director of Provincial Affairs, BC & Yukon, Canadian Federation of Independent Business (CFIB). According to Ms. Kurl's communiqué the CFIB is a "non-profit, non-partisan Canadian business association that seeks to give independent business a greater voice in determining the laws that govern business and the country". The correspondence provides information regarding the results of their 2012 property tax report which focuses on Class 6 Business Property.

The CFIB states that they have been tracking information regarding business property tax since 2003 by measuring and comparing one factor used in calculating property taxes – the tax rate (or mill rate). The CFIB has been reaching out to business members under a slogan "Cap the Gap" to encourage businesses to support a campaign to have Class 6 property tax rates set at a maximum 2:1 ratio to residential property tax rates.

This report provides information about tax rates and services in Burnaby and responds to the CFIB request that the City consider the following four recommendations:

To: City Manager
From: Director Finance
Re: Correspondence from the Canadian Federation of Independent Business
2012 August 22.....Page 2

1. Cap the Gap - Municipal governments should cap the property tax gap between businesses and residents at a maximum ratio of 2:1.
2. Municipal governments should provide earlier property tax notices for commercial taxpayers.
3. Municipal governments should allow commercial taxpayers to remit taxes in monthly or quarterly installments.
4. Municipal governments should extend the homeowners' grant to business owners occupying zoned work/lived premises.

Discussion:

CFIB Recommendation 1 – Cap the Gap

Ideal Ratio

In BC responsibility for setting property taxes is shared by cities, the province and regional authorities. The City of Burnaby is one of six taxing authorities that calculate taxes owing based on individual assessed property values by class. The ratios discussed in the CFIB correspondence focus on municipal property taxes by class. The discussion assumes that it is appropriate for all cities in Canada to have the same ratio of Business Class property taxes to that of Residential Class property taxes and that this ratio should be 2:1; a higher ratio is bad and a lower ratio is good. In addition this ratio should stay constant year over year. If this ratio of 2:1 is not to be attained voluntarily by the adoption of council policy at the city level, then provincial rate setting legislation should be used to attain this ideal ratio.

Definitive supporting documentation in support of a 2:1 relationship as the "ideal ratio" is not provided. The Union of BC Municipalities report titled: The Comment on Fiscal Management in BC Municipalities, produced in May 2011, found against the opinion held by the CFIB, that Municipalities were unfairly taxing local businesses. "Tax revenue data from the past 20 years in BC show that the property taxes received from business (Class 6) properties have remained constant as a percentage of overall tax revenue. The proportion of revenue from residential (Class 1) properties has increased".

The Comment on Fiscal Management further notes the two key guiding principles used by Municipalities in setting tax rates:

- "Fairness, as determined by the benefit each type of property receives from Municipal services, and
- Fairness, based on the (perceived) ability of each tax class to pay".

Business property owners in general have a higher ability to pay property taxes since they use the property to generate income, from which they can deduct the expense of property taxes. In many

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cases businesses may also pass on such costs to customers. As such they do not incur the same barrier to offset property taxes as residential taxpayers, for whom, (especially for those living in Greater Vancouver); the bulk of their wealth resides in the value of their property. Therefore it is reasonable and fair to levy a higher tax ratio upon Class 6 properties, given their ability to offset taxes as business expenses and their ability to take measures that reduce the impact of taxation on their personal wealth.

Participation of the Business Community in Local Government

The CFIB notes that “Small business owners are central to our economy, and deserve to be treated fairly”.

The City of Burnaby actively participates and supports business development and greatly values business as an important community partner. Burnaby Council is committed to economic, social and environmental sustainability. The City’s Economic Development Strategy 2020 focuses on making Burnaby the preferred location for a broad range of business investment. The current redevelopment of the Edmonds area into a Town Centre and the redevelopment of the Brentwood Mall site will strengthen these two business areas in the immediate future to provide more opportunity for continued business growth.

The UBCM¹ noted in its May 2011 report on fiscal management in BC that although businesses cannot vote in local elections, business leaders and business owners can and do stand for election to local office to act for and to help ensure that the needs of the business community are represented at the local government level. The UBCM’s survey results showed that a full 72% of mayors own or work for private businesses; the percentage for councilors was 59%. The report also states that “in reality A vast majority of elected officials... understand the importance of local businesses to their communities, and understand the need to ensure that local decisions promote rather than hinder business growth and prosperity”. Burnaby is an outstanding example of a community that is inclusive of business and values business as important members of our community. As an active participant and supporter of the Burnaby Board of Trade and Tourism Burnaby, Council is closely connected to the business community and provides opportunities for business to speak about their priorities and concerns. The City reached out to all members of the community to participate in the development of the Burnaby Economic Development Strategy in 2007.

Receipt of Services

The assertion by CIFB that business in BC pay more than its “fair share” of municipal taxes, while consuming fewer services than residential property owners ignores the basic premise that: property taxes are not directly related to benefits received; they are an important mechanism, set by Provincial legislation and through policy at both the provincial and local levels, to provide essential and sustainable funding for local governments. They are also an important tool that helps to support local government autonomy.

1 UBCM Comment on Fiscal Management in British Columbia's Municipalities and News Release - 2011 May 16.

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If municipalities were to try and set rates based on consumption of services this would entail a very complex system of identification of service consumption and redistribution of the tax burden between different classes, and for that matter (if permitted under the Community Charter) between taxpayers within the same class. It is not possible to state that two households on the same street use the same municipal services.

It is also important to note that a number of services provided by municipalities are mandated by provincial authorities; these services may or may not provide equal benefits to all taxpayers across the municipality. In addition taxes collected for other agencies, such as Provincial school taxes, are also levied across classes with no identification of which taxpayers are in receipt of services provided by the school board. Clearly property taxes are a funding tool that is not directly related to the benefits received.

Annual Property Taxes in Burnaby

Burnaby is fiscally responsible and strives to provide outstanding service to our citizens and community with limited monetary resources. There is a delicate balance between keeping property tax increases to a minimum and continuing to provide sustainable levels of services that support the whole community. City property tax changes result from a need to provide revenues to fund the City services for a fiscal year. New growth increases the base for property taxation and this is taken into account when calculating the need for a tax increase over the prior year. New construction brings in new taxes but it also requires new infrastructure and facilities to service new business and residences in the community. Burnaby's continued investment in public infrastructure such as roads, sewers, and water treatment has facilitated urban expansion which in turn builds the opportunity for business development.

Legislated through the Provincial Government, BC Assessment is responsible for determining property assessment values in British Columbia based on market comparisons. In BC, Provincial legislation also establishes the rules for taxation. There are two key factors that determine the amount of tax to be paid: the assessed value of the property and the amount of money needed to fund City services. Council approves changes to property taxes each year to provide needed funding.

The tax rate is applied to the assessed value of an individual property to determine the amount of taxes owing for each property. The first step in determining the tax rate for a year is to bring the tax base level, with the prior year, by removing the impact of new growth and adjusting the tax rate to account for the change in market valuation. Once this rate has been adjusted, it will provide exactly the same amount of taxes as in the prior year if applied to the current year's assessed values. As the market (assessment) value increases the tax rate is decreased to ensure taxpayers are not taxed on their increasing market value. Once this step is completed, the amount of new funding required to provide for cost increases and new services is determined as the current year's percentage increase in the municipal tax rate.

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Assessments, Tax Rates and General Taxes – 2002 Versus 2012

Over the ten year period of the CFIB’s studies both Business and Residential Property classes in Burnaby have been treated exactly the same. Both classes have received the same percentage increase in general municipal taxes each year – the general municipal tax ratio was 3.34:1 in 2002 and is 3.34:1 in 2012.

Yet the change in the tax rate ratio or the “Gap” that is quoted by the CFIB has gone up. This is the result of the difference in the percentage change in market values between residential and business properties. The CFIB’s analysis ignores the impact of property value changes, however when the impact of property value changes are considered in the analysis it is evident that the business to residential tax ratio for general municipal taxes has remained constant between the two property classes, and has not increased during this period of time.

Factoring out the impact of new growth (or non-market change), the ratio of average business tax to average residential tax remained constant at a ratio of 3.34:1 over the ten year period 2002 to 2012.

The change in assessment values over this same ten year period of time was very significant. The cumulative average residential property assessment value increased by 152% as compared to 86% for business properties; therefore, the tax rates for both Residential and Business Classes declined. To put this into dollar terms, a business and residential property, both worth the same amount of \$500,000 in 2002 would have increased to \$930,050 and \$1,260,385 respectively in 2012. The substantial difference in the amount of assessment increase – 152% compared to 86% caused the shift in tax rate ratios. Because the assessment increase was higher for residential properties the tax rates decreased more for residential properties than for business properties resulting in a tax rate ratio increase from 3.3:1 to 4.5:1 as shown in the following chart.

| | 2002 | | | 2012 | | |
|---|-------------|----------|-------|-------------|----------|-------|
| | Residential | Business | Ratio | Residential | Business | Ratio |
| Average Cumulative Assessment Increase since 2002 | | | | 152% | 86% | |
| Tax Rate (\$ of Tax Per \$1000 of Assessed Value) | 3.9894 | 13.3166 | 3.33 | 2.2326 | 10.1000 | 4.52 |
| General Municipal Tax | 1.995 | 6.658 | 3.34 | 2.814 | 9.394 | 3.34 |

Setting and maintaining a CAP for a 2:1 ratio between Business and Residential Classes as proposed by the CFIB would mean a significant increase in the residential homeowner taxes and

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2012 August 22.....Page 6

perhaps other property classes to compensate for the tax loss from the Business Class. As a result, the tax burden (in terms of total \$) would shift dramatically.

In 2012 residential property taxes represent 48.01% of taxes paid and business property taxes represent 40.39%; all others 11.6%.

Burnaby is similar to other areas of the Province. An increase in the burden of residential taxation would most likely impact those on fixed income the most. Research by the Federation of Canadian Municipalities² revealed that low income residents already pay a disproportionately large percentage of their pre-tax income on property taxes relative to high income residents. Such low income households may also be at greater risk of financial hardship than many businesses, as they may not have a means of offsetting any increase in property taxes. The redistribution of the property tax burden to provide a 2:1 business/residential tax rate ratio would have increased the average residential property taxes in Burnaby by 34.8% in 2012, assuming that the total tax for all other classes remain unchanged. This is simply not acceptable, nor equitable.

CFIB Recommendation – 2

CFIB request that municipal governments provide earlier property tax notices for commercial taxpayers to enable costs to be staggered throughout the year as property taxes for some represent a substantial onetime payment.

Provincial Legislation dictates when taxing authorities and local governments must submit annual budgets and tax requisitions and when tax due date is. Cities must wait for other taxing authorities to prepare their bylaws and advise Burnaby of the taxes to be collected on their behalf. This information is generally received by Burnaby in mid April for Municipal Finance Authority, BC Assessment, GVRD and Translink. Provincial School Tax information is usually received in late April to early May. The City mails bills about two weeks after receipt of the all information. However as noted in recommendation three, the City does estimate property taxes for businesses each year based on the prior year and accepts payments on account throughout the year enabling payments to be staggered throughout the year.

CFIB Recommendation – 3

CFIB suggested that commercial taxpayers be allowed to remit taxes in monthly or quarterly installments providing greater flexibility.

The City of Burnaby already provides preauthorized payment options to all property owners including businesses, from August through to May of the new tax year. Payments on account are permitted at any point throughout the year. Such funds are held in an interest bearing account and used to offset Utility and Tax bills as well as property tax payments.

2 UBCM Comment on Fiscal Management in British Columbia's Municipalities and News Release - 2011 May 16.

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CFIB Recommendation – 4

Municipal governments should extend the homeowners' grant to business owners occupying zoned live/work spaces.

The Home Owner Grant program is a Provincial program administered by local governments on behalf of the Province of BC. Home Owner Grants are eligible for property owners who own live/work units. The stipulation is that the property must be registered in the owner's name, not in a business name.

Conclusion

The City of Burnaby is fiscally responsible and strives to provide outstanding service to our citizens and community with limited monetary resources. In Burnaby the business community is a very important and active contributor to the success of the City, and a valued member of our community. In fact, three of the four recommendations of the CFIB are already in place in Burnaby to better serve business owners.

The City has fostered relationships with citizens, business and volunteers to build a community that reflects their needs based on the principles of economic, social and environmental sustainability. There is a delicate balance between keeping property tax increases to a minimum and continuing to provide sustainable levels of services that support the whole community and provide for the future of our City. Council works to hard attain these objectives.

The four recommendations of the CFIB have been reviewed and considered. Three of the four recommendations are already implemented in Burnaby. The recommendation to Cap the business to residential tax rate at a ratio of 2:1 would increase the burden on the average Burnaby residential property owner by over 34%. It is neither feasible nor advisable for the City to implement this recommendation.

Recommendation

That Council receive this report for information and that a copy of the report is forwarded to Shachi Kurl, Director Provincial Affairs, BC & Yukon, CFIB.



Denise Jorgenson,
Director Finance

Attachment: CFIB Correspondence



CANADIAN FEDERATION
OF INDEPENDENT BUSINESS

625 Howe Street, Suite 1430
Vancouver, British Columbia V6C 2T6

CLERK'S FILE: 07810-01

July 9, 2012

Mayor Derek Corrigan
4949 Canada Way
Burnaby, British Columbia
V5G 1M2

Dear Mayor and Council:

As you may know, the Canadian Federation of Independent Business (CFIB) is a non-profit, non-partisan business association that seeks to give independent business a greater voice in determining the laws that govern business and the country. With 109,000 members across Canada, 10,000 of which are located in BC, and 289 in your community, we are the largest organization exclusively representing the interests of small- and medium-sized businesses (SMEs) to all levels of government.

I would like to take this opportunity to share with you the results of our annual 2012 property tax report: *"Stalled Progress for Small Business in BC,"* which compares the municipal property tax rates applied to business and residential class properties—the "tax gap." Additionally, we are inviting your office to issue an official response to our findings.

Small business owners are central to our economy, and deserve to be treated fairly. Small businesses pay tax at far higher rates than residential owners, but they do not consume municipal services at the same rate. This can create a political temptation to increase service and spending levels funded by increasing property taxes, which creates a disproportionate burden on small business taxpayers to the short-term apparent benefit of residents. Since releasing our first property tax report in 2003, CFIB has seen little progress across the province in narrowing the gap.

Our 2003 report showed that businesses in Burnaby paid 3.62 times the municipal property taxes that a homeowner paid on the same value property. In 2011, the municipal gap increased and businesses in Burnaby paid 4.22 times the property taxes that a resident paid. Based on this gap, on a \$798,114 property (the average residential property value in Burnaby), a resident would pay \$1,897, while a business would pay \$8,006 in municipal taxes alone. Our 2011 report showed that your municipality was ranked number 6 in the province based on the municipal portion of tax gap (1 being worst and 161 being best).

In our report, you will find a comprehensive study of property taxes and their negative effects on small businesses. The following recommendations, which can be found in our report, should be taken into consideration:

- 1) Municipal governments should cap the property tax gap between businesses and residents at a maximum of 2 to 1. As long as municipalities continue to move in the right direction, CFIB proposes this be a voluntary commitment, rather than having the provincial government legislate a cap, and proposes local governments set a timeline of a decade to achieve a gap of 2 to 1. In recognizing the importance of small business, similar commitments have been made by Saskatoon and Toronto, which have achieved fairer property tax gaps.

COPY: CITY MANAGER
DIR FINANCE
-For report

145

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49

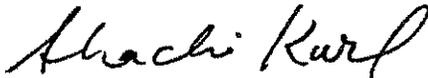
- 2) Municipal governments should provide earlier property tax notices for commercial taxpayers. Unlike other major business costs staggered throughout the year, property taxes represent a major one-time payment that for some small business owners may be in the tens of thousands of dollars. Earlier notice for these taxpayers allows more time to make financial arrangements.
- 3) Municipal governments should allow commercial taxpayers to remit taxes in monthly or quarterly installments. Greater payment flexibility eases the financial burden on small business owners facing large tax bills.
- 4) Municipal governments should extend the homeowners' grant to business owners occupying zoned live/work spaces. At present, there appears to be no consistent policy across communities for small business owners who live and work out of the same building. While municipalities allow for the zoning of these spaces, CFIB members report a patchwork of approaches when it comes to their ability to claim the grant. For the sake of certainty, small business owners in zoned work/live premises should be allowed to claim the homeowners grant.

Since first reporting on this issue in 2003, we have received feedback from business owners who would like to know why the gap between business and residential properties is so high. At CFIB, we recommend a tax gap cap of 2 to 1, but the provincial average is 2.78.

As your municipality has a gap well over both our recommended ratio and the provincial average, CFIB asks that you review the Property Tax Report and respond to this letter within 30 calendar days. As this is the amount of time municipalities often allot for businesses to remit their yearly property tax, we believe that this should be a sufficient time frame for your response. CFIB will endeavour to make public the responses from municipalities. We would be pleased to further discuss how to make your municipal property tax policies more business-friendly.

I look forward to receiving a written response from you regarding the inequities in the property tax system in your municipality. Please do not hesitate to call if you have any questions.

Sincerely,



Shachi Kurl
CFIB Director of Provincial Affairs, BC & Yukon

CFIB - Powered by Entrepreneurs

Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:55 AM
To: Wendy Thomson
Subject: FW: UBCM Session - Final Follow-up

From: Angela Turner [<mailto:aturner@ubcm.ca>]
Sent: Monday, October 01, 2012 2:14 PM
To: Russell Dyson
Subject: Re: UBCM Session - Final Follow-up

Thank you for all the time you put in to making the session a success. I heard very good things from attendees.

And I am so very sorry to hear of the passing of Glenn. Our thoughts are with you all.

Take care,
Angela

Angela Turner
Policy Analyst and Convention Coordinator
UBCM

60 - 10551 Shellbridge Way
Richmond, BC V6X 2W9
PH: 604-270-8226, Ext. 117
FX: 604-270-9116
www.ubcm.ca

On 12-09-28 2:33 PM, "Russell Dyson" <rdyson@acrd.bc.ca> wrote:

Angela, thank you for your help to have everything ready for our presentation at the clinic at UBCM. All was in order for us and we appreciate the opportunity to provide this presentation.

Russell Dyson
ACRD

Angela Turner
Policy Analyst and Convention Coordinator
UBCM

60 - 10551 Shellbridge Way
Richmond, BC V6X 2W9
PH: 604-270-8226, Ext. 117
FX: 604-270-9116
www.ubcm.ca

Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:56 AM
To: Wendy Thomson
Subject: FW: Chair Wong

From: Greg Fletcher [<mailto:gletcher@rdmw.bc.ca>]
Sent: Monday, October 01, 2012 2:05 PM
To: Russell Dyson
Subject: Chair Wong

Hi Russell;

I was shocked to hear on the radio this morning that Chair Wong had died on Friday. My condolences to you and your staff & all those who were close to him. He was always a calm voice of reason that will be sorely missed.

- *Greg Fletcher*
Administrator
Regional District of Mount Waddington
250-956-3301 (phone) 250-956-3232 (fax)
gletcher@rdmw.bc.ca
www.rdmw.bc.ca

Wendy Thomson

From: Brenda Paquin [brenda.paquin@powellriverrd.bc.ca]
Sent: Tuesday, October 02, 2012 8:48 AM
To: Russell Dyson
Subject: Note of Condolence

Board of Directors
Alberni-Clayoquot Regional District

Dear Board Members:

On behalf of the Powell River Regional District Board of Directors, I am writing to express our heartfelt condolences at the recent passing of your Chair, Glenn Wong.

I personally knew Glenn and actually walked with him from my hotel to the UBCM Conference Centre on Thursday. He was his usual courteous self and was keen to attend a meeting in the Centre. Through my association with him on the Island Coastal Economic Trust I came to know him well. He was no shrinking violet and he knew how to get his points across. Glenn was one of the first Regional District Chairs to join me and 12 others in advocating for changes in the Coastal Ferry Act. I will miss him a great deal.

Glenn was very passionate in his pursuit of fairness for his constituents.

Please extend our sincere condolences to Glenn's family. They should be proud of his local government work and achievements.

Sincerely,

Colin S. Palmer
Chair

Brenda Paquin ☺
Corporate Administrator



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

P: 604.483.3231
F: 604.483.2229

www.powellriverrd.bc.ca

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Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:53 AM
To: Wendy Thomson
Subject: FW: Our condolences

From: John Ingram [<mailto:john@ecoplan.ca>]
Sent: Monday, October 01, 2012 7:39 PM
To: Russell Dyson
Subject: Our condolences

Hello Russell,

All of us at EcoPlan who had the opportunity to meet and work with Glen wanted to pass along our condolences.

Like everyone, we were extremely shocked and saddened by his sudden passing. We will be pulling some stills from the video we have of him at the April 1st ACRD meeting and will be sending them along to Wendy to pass along to Glen's family.

Warmest,

John

EcoPlan International (EPI)
208-131 Water Street
Vancouver, BC V6B 4M3

T 604.228.1855 x2
F 604.228.1892
E john@ecoplan.ca
W www.ecoplan.ca



Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:53 AM
To: Wendy Thomson
Subject: FW: Glenn Wong

From: Sheila Malcolmson [<mailto:smalcolmson@islandstrust.bc.ca>]
Sent: Monday, October 01, 2012 6:35 PM
To: Russell Dyson
Subject: Glenn Wong

Russell, I'm so terribly sorry about the loss of Glenn. What a shock; we had a long conversation Thursday night. I'd be grateful if you can let me know when the service will be, and how to convey my sympathy to his family.

Thinking of all your team,

Sheila Malcolmson
Chair, Islands Trust Council
Gabriola Island Local Trustee
250-247-8078
www.islandstrust.bc.ca

Wendy Thomson

From: Allison Boyd [allison@mfa.bc.ca]
Sent: Monday, October 01, 2012 2:49 PM
To: Mike Kokura
Cc: Wendy Thomson
Subject: Our Condolences

Good afternoon Member Kokura,

The MFA staff, Trustees and Members, are both shocked and saddened to hear about the loss of your Chair and friend Glenn Wong. Please accept our sincere sympathy on your loss, and pass on our condolences to the family, Regional District staff and directors.

Sincerely,
Municipal Finance Authority of BC

Allison C. Boyd

Executive Assistant
Ph: 250-383-1181 ext: 234
Cell: 250-661-2693
737 Fort Street
Victoria, BC V8W 2V1
www.mfa.bc.ca



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Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:56 AM
To: Wendy Thomson
Subject: FW: Postponement Provincial Strategy for Roll-Out of Toolkit and Video

From: Bird, David ABR:EX [<mailto:David.Bird@gov.bc.ca>]
Sent: Monday, October 01, 2012 11:58 AM
To: Alan McCarthy; John Jack
Cc: Russell Dyson; 'Iris Frank'; 'tom.h@huuayaht.org'; Hunter, Charles ABR:EX
Subject: RE: Postponement Provincial Strategy for Roll-Out of Toolkit and Video

Good morning everyone,

I am writing further to the sudden and sad news of the passing of Glenn Wong, Chairperson of the Alberni-Clayoquot Regional District (ACRD) this past weekend. We wish to extend our condolences to all of you who have worked with Glenn and express our gratitude for his support and promotion of this project.

In my earlier e-mail we were coordinating a meeting to discuss the roll out of the Provincial Toolkit for the week of October 9, 2012, but we will postpone that meeting given the loss of Chairperson Wong.

We are now proposing a meeting on October 25, 2012 at 11:00 a.m. to discuss the roll out strategy for the Toolkit. The meeting will be held at the ACRD offices in Port Alberni, in the boardroom:

3008 5th Ave
Port Alberni, B.C.
V9Y 2E3
telephone (250) 720-2700
facsimile (250) 723-1327
general email mailbox@acrd.bc.ca

If you could please e-mail me to confirm if you are able to attend I would appreciate it.

Thank you,

David Bird
Implementation Manager
Implementation and Legislation Branch
Ministry of Aboriginal Relations and Reconciliation
 (250) 356-2512 (new)/Cell: (250) 896-0406 /Fax: 952-4485
 David.Bird@gov.bc.ca
 4th Floor, 395 Waterfront Cres., Victoria BC V8T 5K7
 please consider the environment before printing this email

From: Bird, David ABR:EX
Sent: Thursday, September 20, 2012 4:27 PM
To: 'chairperson@acrd.bc.ca'; 'al.mccarthy@ufn.ca'; 'john.j@huuayaht.org'
Cc: 'rdyson@acrd.bc.ca'; 'Iris Frank'; 'nook@huuayaht.org'
Subject: Provincial Strategy for Roll-Out of Toolkit and Video

Good afternoon everyone,

I would like to thank the three governments for their contributions in developing the Provincial Toolkit and associated video. The Province will be receiving the final Toolkit on September 28, 2012.

The Province would like to effectively roll-out the Toolkit to other local government and First Nations. The Province would like to work with Alberni-Clayoquot Regional District, the Huu-ay-aht First Nations and the Yuułu?it?ath Government in developing a roll-out strategy for the Toolkit as we recognize that each government will have valuable insight to share in the development of a roll-out strategy that will ensure that the maximum impact of the Toolkit will be realized.

I would like to propose that we have a meeting to discuss the development of a roll-out strategy during the week of October 9 in Port Alberni. We can arrange a meeting the day before or after the Board of Directors meeting which is scheduled for October 10, 2012.

If you could all provide me with a date and a time which works best, I will coordinate the meeting invite and meeting room. Please call me with any questions or concerns.

Thank you again and I look forward to working with you on the roll out strategy of this important resource.

David Bird
Implementation Manager
Implementation and Legislation Branch
Ministry of Aboriginal Relations and Reconciliation
☐ (250) 356-2512 (new)/Cell: (250) 896-0406 /Fax: 952-4485
☐ David.Bird@gov.bc.ca
☐ 4th Floor, 395 Waterfront Cres., Victoria BC V8T 5K7
☐ please consider the environment before printing this email

Wendy Thomson

From: Tracy Bond
Sent: Monday, October 01, 2012 2:29 PM
To: Wendy Thomson; Russell Dyson
Subject: FW: Glenn Wong

From: Sarah Robinson [<mailto:sarah@toquaht.ca>]
Sent: Monday, October 01, 2012 2:26 PM
To: Tracy Bond; Russell Dyson
Cc: Anne Mack; Kevin Mack; Rick Shafer
Subject: RE: Glenn Wong

Good afternoon,

We at the Toquaht Nation are very saddened to hear of Glenn's passing. Chief Anne Mack and everyone at Toquaht send our condolences to Glenn's family, as well as the ACRD team. In the short time that we interacted with Glenn he showed great respect for our Nation, and a deep commitment to bettering the lives of the local community. Our thoughts are with everyone whose lives were touched by Glenn.

Respectfully,

Sarah Robinson
Director of Operations, Toquaht Nation
o: 250.726.4230 | c: 250.726.3794
sarah@toquaht.ca

Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 9:56 AM
To: Wendy Thomson
Subject: FW: Flags Half-Mast

From: Davina Hartwell [mailto:davina_hartwell@portalberni.ca]
Sent: Monday, October 01, 2012 1:52 PM
To: Timothy Pley; Chris Jancowski; Scott Kenny; Ron Doetzel; Dave Paddock
Cc: Ken Watson; Jake Martens; Russell Dyson; bwitte@sd70.bc.ca; Cindy Solda; Dan Washington; Hira Chopra; Jack McLeman; John Douglas; Rob Cole; Wendy Kerr
Subject: Flags Half-Mast

Hi everyone

Due to the sudden death of ACRD Chair and School Trustee Glenn Wong, the Mayor has directed that in accordance with the City's flag policy, flags should be half-masted at all City facilities. This should happen immediately with flags being raised again at sunset on the day of the memorial service which is on Friday, October 5th (or as soon as is reasonable following that time).

Thanks everyone.
Davina

Davina Hartwell
City Clerk
City of Port Alberni
Tel. (250) 720-2810
Fax. (250) 723-1003
www.portalberni.ca

Wendy Thomson

From: Russell Dyson
Sent: Tuesday, October 02, 2012 3:26 PM
To: Wendy Thomson
Subject: FW: Chair Glenn Young

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

From: Art Kaehn [<mailto:akaehn@rdffg.bc.ca>]
Sent: Tuesday, October 02, 2012 3:03 PM
To: Russell Dyson
Cc: Jim Martin; Councillor Wilbur
Subject: Chair Glenn Young

Good afternoon Russell Dyson

I imagine that you getting inundated with e-mails.

I just want to pass along how sad it is to hear of the news of Glenn's sudden passing. We had such a great conversation early in the week last week. He was a such gentleman and solid on his word.

Please pass on our condolences to Glenn's family and his fellow colleagues. It is a tremendous loss for them, his community and your Regional District.

Thanks

Art Kaehn
Chair
Regional District of Fraser-Fort George

Wendy Thomson

From: radamson@ubcm.ca
Sent: Tuesday, October 02, 2012 3:48 PM
To: Wendy Thomson
Subject: Glenn Wong Memorial Service

Dear Wendy Thomson,

UBCM was saddened to hear the news that Glenn Wong, Chair of the Alberni Clayoquot RD passed away on Friday September 28th. Chair Wong had been in attendance at the UBCM Convention last week. Our condolences have been extended to the regional district and family members. The regional district has advised that Glenn Wong s memorial is scheduled for Friday, October 5th, 1:00 pm, Athletic Hall, 3727 Roger Street, Port Alberni, BC. For further information please contact Russell Dyson, CAO at 250-720-7051.

This advisory is provided through a distribution system that is maintained and monitored by UBCM. To change or update the contact information for your organization, please contact radamson@ubcm.ca.

Wendy Thomson

From: Olynyk, Ted [Ted.Olynyk@bchydro.com]
Sent: Wednesday, October 03, 2012 10:18 AM
To: Wendy Thomson
Subject: Glenn Wong

I was very shocked and saddened to hear of the sudden passing of Glenn. He seemed his usual calm and respectful manner when we met with him on the Thursday.

One of the nicest guys I ever met.

I hope you are all doing as well as can be expected with this loss.

If there is any public memorial service for Glenn, can you please pass along the details to me.

Greatly appreciated.

Regards

Ted

Ted Olynyk
Manager, Community Relations
Vancouver Island Region
BC Hydro
(250) 755-7180
(250) 618-6267 (c)

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Wendy Thomson

From: Ms Joan Miller [joan.miller@infilmm.ca]
Sent: Tuesday, October 02, 2012 5:27 PM
To: mailbox@acrd.bc.ca
Subject: condolences from Vancouver Island North Film Commission

This is posted on our facebook page, we wanted to share our condolences

We are saddened by the news that INfilm board member & ACRD chairman Glenn Wong passed away suddenly in Victoria on Friday.



[Alberni Valley News - ACRD chair dies suddenly](#)

www.alberniavalleynews.com

ACIRD chairman Glenn Wong passed away suddenly in Victoria on Friday.

Like · [Comment] · Share



Vancouver Island North Film Commission Members of the Board of Island North Film Commission learned today of the tragic and unexpected death of our colleague and fellow board member, Glenn Wong. Glenn has been a stalwart member and supporter of the film commission and its mission of economic development on the North Island through film. His voice and encouragement as the Chair of the Alberni-Clayoquot Regional District was instrumental in bringing many successful productions to his region and in so doing, highlighting the wonderful locations for film on Vancouver Island to the rest of the world.

Glenn's sage inputs and contributions to INfilm as well as his always-cheerful outlook will be sorely missed. Film Commissioner staff and Director's wish to extend our sincere condolences to Glenn's family and to the Alberni Clayoquot Regional District for their loss.

Sincerely,
Mike Wansink
President
Island North Film Commission

7 hours ago · Like



Vancouver Island North Film Commission I would like to extend my condolences to Glenn's family and to his colleagues at the Alberni Clayoquot Regional District. Glenn was a great person to work along side of. He was passionate about so many things, attracting the creative economy was only one in a long line of his goals and overall vision. We will miss his support and his collaborative spirit.

Joan Miller

Regional Film Commissioner
INfilm

2 hours ago · Like



Vancouver Island North Film Commission LIFE IS SHORT, MAKE SURE ITS SWEET

I am sure that I share this sadness with all of you and send my condolences to Glenn's family. One never knows when our time will come. I recently survived the devastating fire at Knight Inlet Lodge where 15 minutes or less could have meant the difference between life and death. Take care of each other. I will be doing random acts of kindness for the next month to show gratefulness for my own survival and will also do some to celebrate the good community spirit that Glenn showed for INFilm and for his community.

With Sadness, Kathy Campbell, INfilm Board Director

5 minutes ago · Like



Joan Miller
Vancouver Island North Film Commission
Enterprise Centre 900 Alder Street
Campbell River, BC
Canada, V9W 2P6
250-287-2772 work
250-287-6948 cell
www.infilm.ca





REQUEST FOR DECISION

To: Board of Directors
From: Janice Hill, Environmental Services Assistant
Meeting Date: October 10, 2012
Subject: Atleo Air Hangar Lease – Long Beach Airport

Recommendation:

That the Alberni-District Regional District Board of Directors enter into a 3 year lease agreement commencing August 1, 2012 and expiring July 30, 2015, for an aircraft hangar with Atleo Air at the rate of \$3,000.00 per year plus HST.

Summary:

Atleo Air's hangar lease at the Long Beach Airport expired on July 31, 2012. This was a 3-year lease for approximately 10,000 sq. ft. of land on which they have an aircraft hangar. Their annual rent was \$2,000.00 plus HST for the unserviced property. The property is now serviced; therefore the annual rent has increased to \$3,000.00 plus HST annually.

Time Requirements – Staff & Elected Officials:

Staff time to prepare lease documents.

Financial:

Atleo Air will pay \$3000.00 plus HST annually for the lease lot.

Submitted by: _____


Janice Hill, Environmental Services Assistant

Approved by: _____


Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: October 10, 2012
Subject: 2013 Tax Exemption Bylaw

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw F1101 cited as "2013 Tax Exemption Bylaw".

Desired Outcome:

The desired outcome is to exempt the Alberni Golf Club and the Long Beach Recreation Cooperative from taxation in 2013.

Background:

At the September 12th Board of Directors meeting, representatives from the Alberni Golf Club and the Long Beach Recreation Cooperative made presentations to request tax exemption in 2013. A resolution was made to instruct staff to prepare a tax exemption bylaw for consideration by the Board. Bylaw F1101, 2013 Tax Exemption Bylaw is attached.

The Regional District may exempt land and improvements for an athletic or service organization that is used principally for public or recreation purposes. The Regional District has exempted the both golf clubs for the past several years. The tax exemption bylaw requires an affirmative vote of at least two-thirds of votes cast in order to be adopted.

Time Requirements – Staff & Elected Officials:

Minimal.

Financial:

If the golf clubs had been taxable in 2012 the amounts payable would have been as follows:

- Alberni Golf Club \$19,849.92
- Long Beach Recreation Cooperative \$ 6,961.58

Policy or Legislation:

Local Government Act Section 809 – Property Tax Exemptions.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw F1101

2013 Tax Exemption Bylaw

WHEREAS the *Local Government Act*¹ authorizes a Regional District Board to exempt from taxation land or improvements or both owned or held in trust by the owner for an athletic or service organization and used principally for public athletic or recreation purposes;

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

1. The following described property shall be exempt from taxation imposed under the *Local Government Act*:
 - a. Land and improvements known as the **Alberni Golf Club** as outlined on **Schedule "A"** attached to and forming part of this Bylaw and legally described as follows:

Lot 4, District Lot 17, Alberni District, Plan 13628, and,

The North ½ of Lot 96, Alberni District, being part of said lot lying North of the North boundary of Plan 1804, containing 80 acres more or less, except the south four chains of the East 7.50 chains containing 3 acres more or less except part in Plan VIP71603

PID Numbers: 000-958-859 & 000-959-049

- b. Land and improvements known as the **Long Beach Recreation Cooperative** as outlined on **Schedule "B"** attached to and forming part of this Bylaw and legally described as follows:

Parts of District Lots 113, 165, 166, 167, 178, 192, 193, 194, and 195, all part of the Long Beach Airport, all of the Clayoquot Land District

Parts of PID Numbers: 024-158-666, 009-392-351, 024-749-435, 010-322-451, 010-157-913, 024-749-389, 024-159-034, 024-158-569, 024-749-397

¹ *Local Government Act Section 809*

2. The tax exemption established by this Bylaw shall be for the 2013 taxation year.

3. This Bylaw may be cited as **“2013 Tax Exemption Bylaw No. F1101”**.

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, by an
affirmative vote of at least two-thirds the votes cast.

Certified true and correct copy of
**“2013 Tax Exemption Bylaw No.
F1101.”**

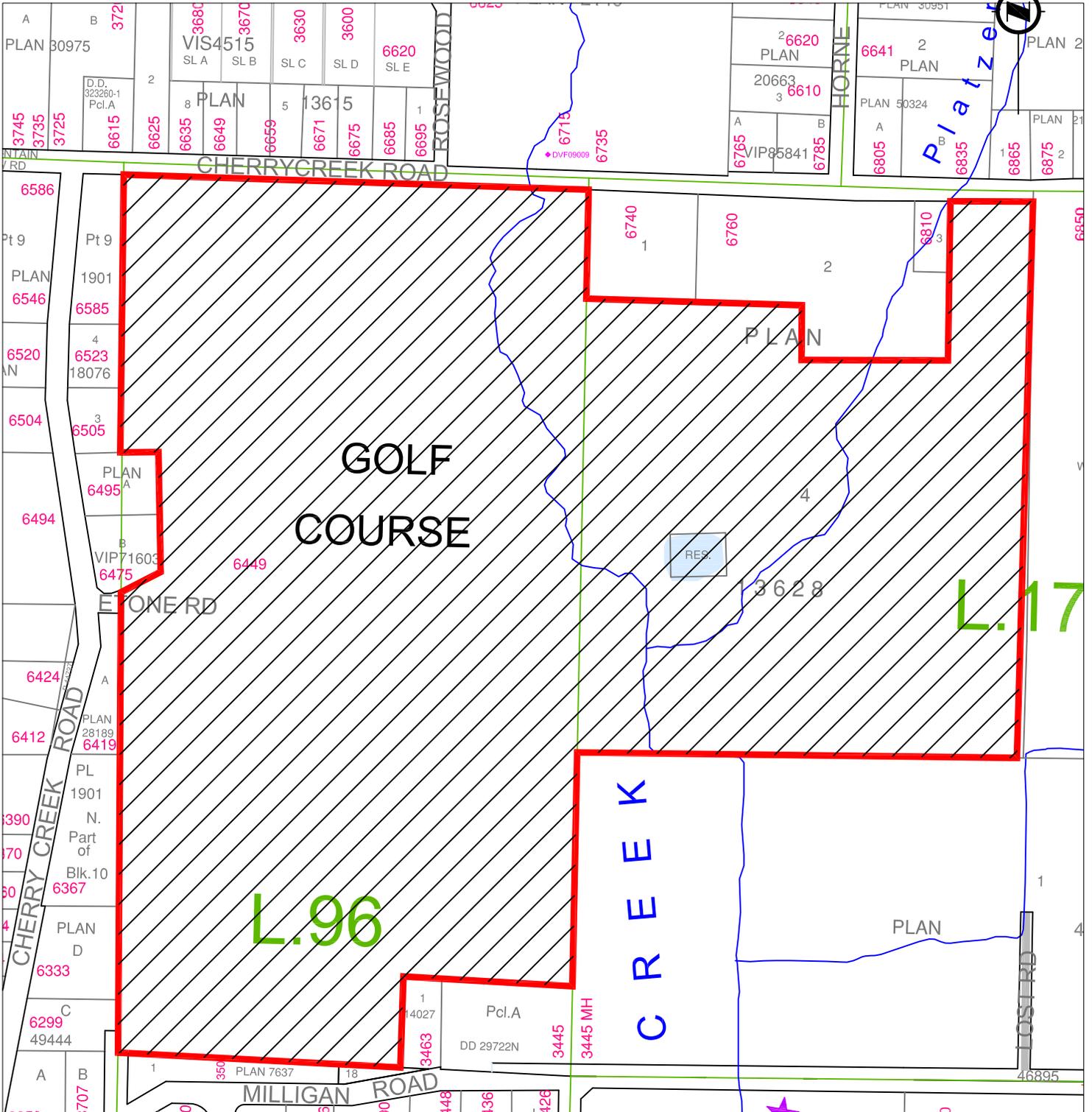
The Corporate seal of the Regional
District of Alberni-Clayoquot was
hereto affixed in the presence of:

Chief Administrative Officer

Chairperson

Schedule 'A'

This schedule is attached to and forms part of Bylaw F1101 2013 Tax Exemption Bylaw Alberni Golf Club



 Alberni Golf Club

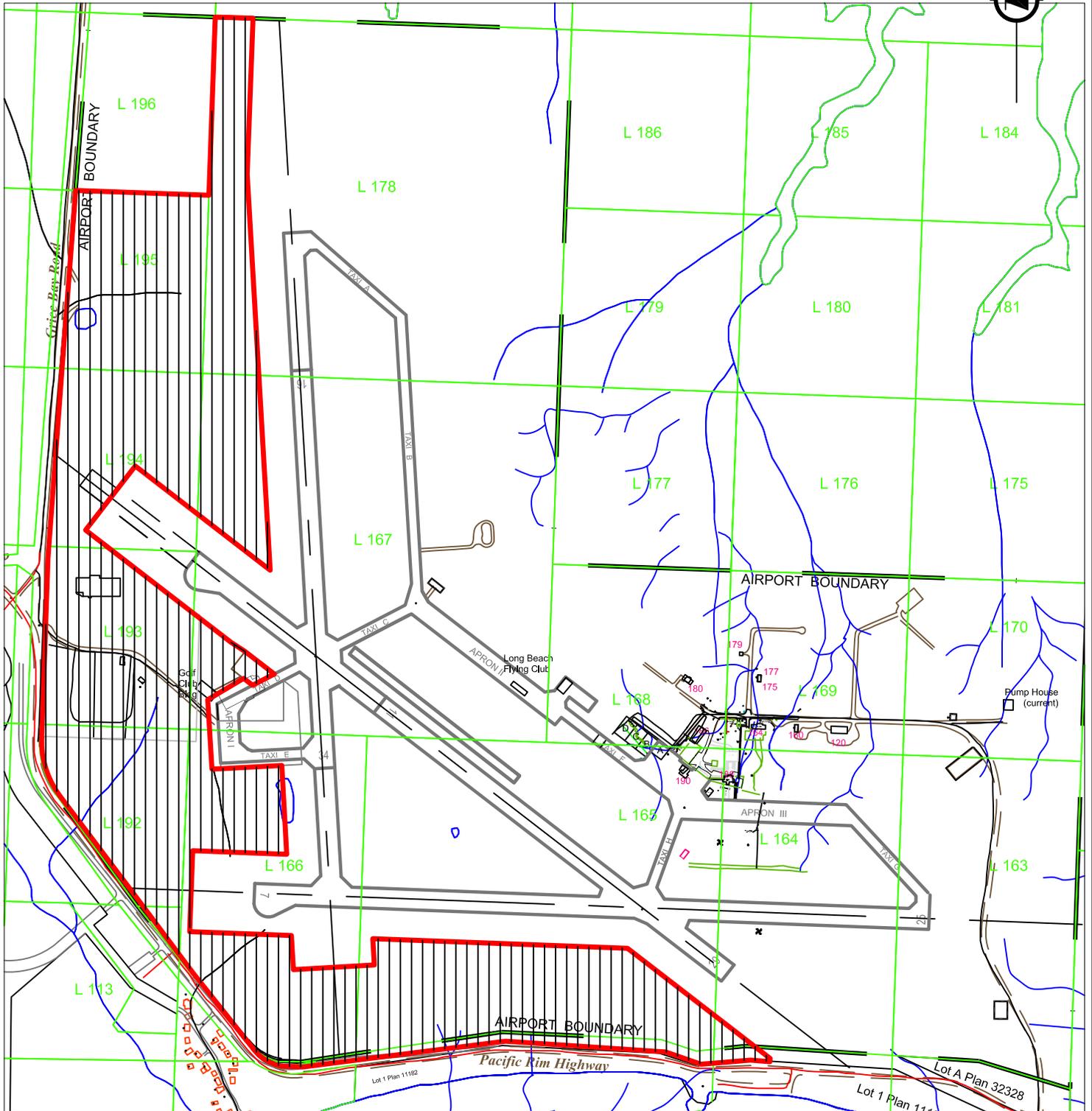


ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



Schedule 'B'

This schedule is attached to and forms part of Bylaw F1101 2013 Tax Exemption Bylaw Long Beach Recreation Cooperative



Long Beach Recreation Cooperative Lease Area



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





REQUEST FOR DECISION

To: Board of Directors

From: Andy Daniel, Manager of Environmental Services

Meeting Date: October 10, 2012

Subject: Harold Bishop Firehall/Lakeshore Firehall Seismic Upgrades – Tender Recommendation

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors award the Harold Bishop Firehall and Lakeshore Firehall Seismic Upgrade tender to Heatherbrae Builders in the amount of \$245,147.84 including HST.

Summary:

Tenders were received and opened in public on September 12, 2012 at 11:00 a.m. at the ACRD office. The work involves seismic upgrades to the Harold Bishop and Lakeshore Firehalls. Four tenders were received. The tender received from Kinetic contained an obvious error in their faxed amendment resulting in a “negative” submission amount. This tender has been disqualified. A summary of the tenders follows:

| Tenderer | Bid Bond | Total Tender Price Including HST |
|-----------------------|----------|----------------------------------|
| Hetherbrae Builders | Yes | \$245,147.84 |
| WJ Murphy Contracting | Yes | \$291,424.00 |
| Stint Construction | Yes | \$375,446.40 |
| Kinetic Construction | Yes | (\$3,015,508.16) |

All tenders were properly signed and sealed.

Hetherbrae Builders made an arithmetic error in their lump sum calculation which was brought to our attention after the tender closing. Their corrected total is \$228,768.00 plus HST for a total of \$256,220.16. Their bid remains the low tender.

The schedule for completion of the project ranged between 12 to 26 weeks with the low tender indicating 12 weeks.

ACRD Consulting Engineers, McGill and Associates, have worked with Heatherbrae Builders in the past. Their projects can be described as well organized and professionally run. Based on this we are satisfied they are able to perform the work specified under this contract. The sub-contractors proposed by Heatherbrae are established in the local area.

Therefore, we recommend that this contract be awarded to Heatherbrae Builders for the following reasons:

1. Tender Price – Heatherbrae Builders submitted the lowest qualifying tender.
2. Schedule – The tender was for a reasonable time period for this project.
3. Other Considerations: Heatherbrae is a reputable company that is capable of completing the project in a satisfactory manner.

Financial:

The 2012 – 2016 Financial Plan includes \$424,700.00 for the seismic upgrades. This includes \$220,000.00 of capital reserve funds and a \$204,700.00 grant through Towns for Tomorrow. This year to date approximately \$20,000.00 has been spent on these projects.



Submitted by: _____
Andy Daniel, Manager of Environmental Services



Approved by: _____
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Assistant

Meeting Date: October 10, 2012

Subject: LBA House Rental and Terminal Building Caretaker Agreement

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into an agreement with Alex Raeburn to provide caretaking services to the Long Beach Airport Terminal Building in lieu of a portion of the rent payable for occupancy of the Long Beach Airport house.

Summary:

Alex Raeburn (the tenant) will occupy the house at the Long Beach Airport for the rental rate of \$650.00 per month. \$500.00 will be deducted from the monthly rent in lieu of providing caretaker services at the Long Beach Airport terminal building. Hydro and water payments for the house will be the responsibility of the tenant.

Background:

Previously, caretaker services for the terminal building were contracted out at a cost of \$500.00 per month. Alex Raeburn was renting the airport house for \$400.00 per month. It was agreed that he would be credited \$15.00 per hour for services performed on repairing the house, as directed and approved by the Regional District. The total amount of services deducted from the rent was a maximum of \$300.00 per month. Once payment for services was expended, he would pay the full \$400.00 per month. During this time the Regional District was paying for hydro and water services for the house. This new agreement will provide the Regional District with caretaking services of the terminal building and a rental revenue of \$150.00 per month. The Regional District will not be responsible for paying any utilities at the house.

Financial:

The Regional District will receive \$150.00 per month for the house rental.

Submitted by: 

Janice Hill, Environmental Services Assistant

Approved by: 

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Assistant

Meeting Date: October 10, 2012

Subject: Packaging and Printed Paper Product Stewardship – Policy Paper #1

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors endorse the UBCM’s Packaging and Printed Paper Working Groups’, Packaging and Printed Paper Product Stewardship Policy Paper #1.

Background:

In May 2011, the Recycling Regulation was amended to include packaging and printed paper. The amendment shifts financial and administrative responsibility for managing these materials from local governments to the producers of packaging and printed paper (PPP). This transfer of responsibility is intended to incent producers of PPP to incorporate environmental considerations in the design of their products.

Since the amendment to the Regulation, several local governments have raised concerns over what service levels and targets will be included in the program. In response to the local government concerns and issues, the UBCM Executive approved the creation of a UBCM Packaging and Printed Paper Working Group. The UBCM Packaging and Printed Paper Working Group is comprised of six appointed local government staff representatives from all regions in the province, a UBCM staff representative, a representative from the BC Product Stewardship Council, and a Ministry of Environment staff member. This group has sought to create recommendations that would advocate local government interests and positions. The attached policy paper lists recommendations pertaining to the design and implementation of the packaging and printed paper product stewardship program which they would like adopted by the UBCM membership.

Financial:

N/A

Submitted by: _____
Janice Hill, Environmental Services Assistant

Approved by: _____
Russell Dyson, Chief Administrative Officer

TO: UBCM Members

FROM: ENVIRONMENT COMMITTEE
Director Rhona Martin, Chair
Mayor Sharon Gaetz
Chair Al Richmond
Chair Joe Stanhope
Councillor Lorrie Williams

**POLICY
PAPER(#1)**

2012 UBCM Convention

**RE: PACKAGING AND PRINTED PAPER
PRODUCT STEWARDSHIP**

1. DECISION REQUEST

That the paper be endorsed by the UBCM membership.

2. PURPOSE

The purpose of the policy paper is to:

- identify key local government issues and concerns with the proposed product stewardship program for packaging and printed paper;
- propose recommendations for resolving potential local government issues with the implementation of the packaging and printed paper product stewardship program;
- build local government knowledge and capacity around packaging and printed paper product stewardship to assist in negotiations with producers; and
- support a smooth transition in the responsibility of managing packaging and printed paper (PPP) to producers.

3. EXECUTIVE SUMMARY

The paper contains the following key recommendations for designing and implementing a packaging and printed paper (PPP) product stewardship program:

That producers are responsible for, and have an obligation to, manage one hundred percent (100%) of the packaging and printed paper waste in British Columbia. This obligation includes an extension of the PPP program to the industrial, commercial and institutional (ICI) sector within three (3) years, as well as local government compensation for the management of PPP materials that end up in local government waste streams.

That the packaging and printed paper product stewardship program provides an equitable level of service between urban and rural areas, and that existing levels of service be maintained or exceeded for those local governments that have established PPP programs in place.

That local governments be given the right of first refusal for providing packaging and printed paper product stewardship services under the new PPP program. This option would minimize and/or prevent any disruption to existing services, employment contracts, and community expectations.

That the design and implementation of the PPP program seek to minimize the program's environmental impact by eliminating the need for landfilling and/or incineration of program materials.

4. BACKGROUND

In May 2011, the Recycling Regulation was amended to include packaging and printed paper. The amendment shifts financial and administrative responsibility for managing these materials from local governments to the producers of packaging and printed paper (PPP). This transfer of responsibility is intended to incent producers of PPP to incorporate environmental considerations in the design of their products.

The addition of packaging, and to a lesser extent printed paper, is partly in response to local government requests. In particular, the UBCM membership has consistently endorsed resolutions calling for the development of strategies to reduce unnecessary product packaging, as well as the creation of product stewardship programs for packaging (1987-B69; 1990-A14; 1991-B18; 1995-B38; 1997-B11; 1999-B14; 2000-B20; 2004-B13; 2005-B115; 2006-B29; 2008-B31). Most recently, Resolution 2009-B39 called for all packaging to be placed under the BC product stewardship legislation. When considering packaging, the membership has similarly called for the addition of milk containers to the Recycling Regulation and the deposit refund system (2011- B38, 2010-B27).

The product stewardship program will be developed by five (5) key producers, which include: the Canada Food and Restaurant Services Association, Retail Council of Canada, Canada Newspaper Association, Food and Consumer Producers of Canada, and the Canadian Federation of Independent Grocers. The producers are represented by Multi Material British Columbia (MMBC), which is a not-for-profit agency established under the British Columbia *Society Act* formed in anticipation of the requirement to develop, submit and implement a stewardship plan for packaging and printed paper. MMBC's intention is to assume the role of a stewardship agency in order to discharge the obligations of PPP producers under Schedule 5 of the Recycling Regulation. However, some producers may choose to pursue their product stewardship obligations independently, which may impact collection and recycling efforts on multiple levels.

Since the amendment to the Regulation, several local governments have raised concerns over what service levels and targets will be included in the program. These concerns include, but are not limited to: how the program will work with local governments to ensure there is not a decline in service levels; how the interface with collection systems under union contracts will be managed; how collected materials will be managed; local capacity to manage any increase in collected materials; how the program will incent

more recyclable packaging; and how local governments could be compensated for the capital investments that have been made in the existing collection infrastructure.

In response to local government concerns and issues, the UBCM Executive approved the creation of a UBCM Packaging and Printed Paper Working Group, issued a call for nominations for representatives, and convened the first meeting in February 2012. The UBCM Packaging and Printed Paper Working Group is designed to provide a voice for local government on their expectations of an industry product stewardship program for PPP; provide information to build capacity in local government understanding of product stewardship as it applies to packaging and printed paper; and build local government capacity to effectively negotiate community interests with the producers.

In addition, the Working Group will: act as a forum for discussing local government issues, both individual and collective, with the producers; identify relevant issues pertinent to the materials/products and scope in the May 2011 amendment that may require negotiating with industry; and identify and propose recommendations to the producers for resolving potential local government issues with the PPP program implementation. The Working Group is comprised of six appointed local government staff representatives from all regions on the province, a UBCM staff representative, a representative from the BC Product Stewardship Council, and a Ministry of Environment staff member that sits as a subject matter expert on provincial policy and regulation.

Throughout the Winter and Spring of 2012, the Working Group met to finalize a terms of reference, identify local government concerns, and develop an issues compendium that would form the foundation of a policy paper. Delegations were also received from interested stakeholders, and communication materials about the efforts of the Working Group were distributed to local government area associations. The Working Group has sought to create recommendations that would advocate local government interests and positions, with the intent of having a policy paper considered by the membership prior to the producers' submission of a product stewardship plan in November 2012.

5. DISCUSSION

According to the 2007 Environment Action Plan, the provincial framework for any new or expanded product stewardship program must contain the following measures:

- be fully funded by the industry, in which the industry is responsible for all costs such as collection, transportation, and marketing of materials;
- maximizes the recovery rate of products from local landfills, with a recovery rate of 85% or higher;
- ensures the broadest choice of options for consumers, including the use of deposit refund systems and eco fees;
- ensures the operation of a mixed collection system, including return to retailer, curbside and depots; and
- links product stewardship programs to local solid waste management planning decisions of municipalities and regional districts.

The above position on product stewardship was endorsed by the full UBCM membership at the 2007 UBCM Convention, and acts as the foundation for discussion with the Province on all product stewardship programs, including packaging and printed paper.

Upon review of the amended Recycling Regulation, and as a result of Ministry of Environment information sessions, local governments have identified several key concerns and issues with respect to the new extended producer responsibility programs on packaging and printed paper. These concerns pertain to the scope of the program, program design, environmental impact, financial and service provision issues, as well as the role of local government.

Program Scope

While recognizing the functionality of focusing on residential collection, several local governments have identified concerns over the product stewardship program's focus on residential collection prior to industrial, commercial and institutional (ICI) collection. Local governments have invested heavily in the infrastructure, marketing and outreach of their existing collection and recycling programs, and some are concerned that producers may get to capitalize on the costly foundations they have laid. As such, local governments wish to see an expansion of the product stewardship program to the ICI sector as soon as possible, following the successful implementation of the program in the residential sector.

Local governments have also identified concerns over the seventy-five percent (75%) recovery rate identified within the amended Recycling Regulation. To maximize recovery rates, the rate should focus on specific material categories as opposed to overall packaging composite, and the rate should be applied to each local government to ensure equivalency between rural and urban areas. There is also the recognition that in spite of the target recovery rate, producers have an obligation to manage one hundred percent (100%) of the packaging and printed paper waste. This is consistent with the product stewardship model within BC where producers are responsible for the entire life cycle of products. In addition, the program should cover all areas that local governments are currently servicing.

Program Design

Local governments have identified the need to move beyond simply diverting PPP materials from local landfills and incinerators to actively putting in place incentives and measures to re-design and re-use packaging and printed paper materials. There is a recognition that in order to move up the pollution prevention hierarchy, the producers need to develop market based incentives and/or design requirements for their products. Such measures would diminish the potential for difficult to recycle or non-recyclable materials to be incinerated and/or landfilled, and would simultaneously reduce the carbon footprint of the product by minimizing production, storage, collection and transportation costs.

Built-in consultation mechanisms also need to be established with the product stewardship program. Local governments require meaningful consultation, both in

terms of time and opportunities, in the design of the PPP stewardship program as well as ongoing consultation and feedback mechanisms during the implementation of the program. Based on past experiences with product stewardship programs, local governments desire the opportunity to provide input on the program design if product stewards are not meeting their stated or expected service delivery levels. In particular, local governments require an enhanced dispute resolution process, whereby they have the right to receive compensation for impacted costs if producers are not providing adequate service levels that result in materials being sent to local landfills and/or incinerators.

More importantly, the product stewardship program should incorporate flexible options that local governments can select to best meet the needs and interests of their respective communities. Many local governments throughout BC have established collection systems for packaging and printed paper, each with a set of community expectations around service levels, as well as associated infrastructure and employment contracts. Some local governments have identified the potential for the product stewardship program to impact existing employment contracts, particularly if the producers decide to contract out collection services or rely on depots instead of using existing local government staff and curbside programs. Implementing a “one size fits all” approach will not yield the greatest results. To improve the effectiveness of the product stewardship program, local governments should have the choice of either continuing to deliver services with fair compensation or selecting the producer’s contracted services for their communities. In effect, local governments should be given the right of first refusal for the provision of services. Similarly, the product stewardship program needs to be integrated with other waste management programs to create efficiencies, facilitate maximum recovery rates, and ensure high customer service.

Environmental Impacts

As stewards of their community, local governments are continuously implementing measures to protect the environment and address the impacts of climate change. Local governments believe that the product stewardship program should focus on clear environmental protection as opposed to simply the cost impacts on producers. The program should include measures and incentives for redesigning packaging, to ensure that the program moves up the pollution prevention hierarchy by eliminating the landfilling and/or incineration of collected program materials. Wherever possible, local governments maintain that producers should be seeking efficiencies within the collection, transportation and processing of materials to minimize the carbon footprint within affected communities.

Funding

Local governments have identified a wide range of costs associated with both their existing curbside collection programs for packaging as well as costs for the successful implementation of product stewardship programs. While British Columbia has a fully industry funded model for product stewardship, local governments have acknowledged that they have frequently incurred some management costs for existing product stewardship programs when materials end up in local waste streams. In light of this experience, local governments require reimbursement for the management of

any packaging and printed paper materials that end up in local government waste streams, which include garbage, public disposal facilities and illegal dumps. Compensation could be determined through standardized and industry funded waste audits that determine the amount of materials local governments handle. In addition, in accordance with the provincial product stewardship model, the producers must be responsible for all “hard” and “soft” program costs including collection, transportation, processing, and public outreach and education.

Recognizing that the producers may utilize either contracted services or existing local government infrastructure and collection programs, local governments have identified the need for fair compensation for their assistance in any packaging and printed paper product stewardship program. To date, it is unclear as to whether the producers will be providing compensation on a per household or service level basis, and on the level of compensation should local governments choose to participate in collection in the future. However, local governments maintain that compensation for participating in, or assisting with, the product stewardship program should be based on a local government’s true operating costs (capital, operation, maintenance, contract administration, education and outreach, advertising and disposal costs).

Service Provision

The level of service to be provided under the proposed packaging and printed paper product stewardship program emerges as one of the biggest concerns and issues for local governments. Local governments continue to identify service provision challenges within existing provincial product stewardship programs, particularly within more rural and remote areas. The new PPP extended producer responsibility program should ensure that rural and remote areas receive an equitable level of service as their urban counterparts so that the additional costs of managing PPP materials are not incurred by local governments.

For those local governments that have established PPP programs in place, there is a concern that existing service levels and quality of service must be maintained or exceeded. Such local governments have invested significantly in the infrastructure of, and public education for, their PPP programs and have established community expectations around what constitutes quality service levels. As such, local governments require a seamless transition with the implementation of the new PPP program to prevent any disruptions to existing service levels, community expectations, and employment contracts. The latter is particularly important to several local governments, as there is concern that the new program could potentially impact existing employment contracts, both in terms timing with contract renewal, and with the failure to utilize existing union staff in providing the service. Moreover, there is a need for the producers to clarify how the PPP program will fit within existing solid waste management plans.

Local Government Role

All local governments will be directly impacted by the implementation of a new packaging and printed paper product stewardship program. However, to date, local governments are unclear as to role that local governments will play in managing PPP

materials, as well as the level of local government consultation in the design and implementation of the program. This lack of clarity extends to whether there will be potential partnerships with the producers as well as who has ownership over collected packaging and printed materials. In order to be successfully implemented, the new product stewardship program must provide options and opportunities for local governments to play an active role in managing PPP. This structural flexibility is required given local government's current administration of recycling and waste diversion programs, existing local government infrastructure, the linkage to solid waste management plans, and current community expectations around service levels.

6. RECOMMENDATIONS

That the following recommendations pertaining to the design and implementation of the packaging and printed paper product stewardship program be adopted by the UBCM membership.

That producers are responsible for, and have an obligation to, manage one hundred percent (100%) of the packaging and printed paper waste in British Columbia. This obligation includes an extension of the PPP program to the industrial, commercial and institutional (ICI) sector within three (3) years, as well as local government compensation for the management of PPP materials that end up in local government waste streams.

That the packaging and printed paper product stewardship program provides an equitable level of service between urban and rural areas, and that existing levels of service be maintained or exceeded for those local governments that have established PPP programs in place.

That local governments be given the right of first refusal for providing packaging and printed paper product stewardship services under the new PPP program. This option would minimize and/or prevent any disruption to existing services, employment contracts, and community expectations.

That the design and implementation of the PPP program seek to minimize the program's environmental impact by eliminating the need for landfilling and/or incineration of program materials.

That the supplementary recommendations contained within Appendix 1 be adopted as a tool for building local government knowledge and capacity to assist in local government discussions and negotiations with producers.

APPENDIX 1: RECOMMENDATIONS

Program Scope

That the PPP program be expanded within three years to cover the industrial, commercial and institutional (ICI) sector following the successful implementation of the program within the residential sector.

That the seventy-five percent (75%) target recovery rate identified in the Recycling Regulation apply to specific material categories as opposed to overall packaging composite.

That the seventy-five percent (75%) target recovery rate identified in the Recycling Regulation apply to each local government to ensure equivalent service levels between urban and rural areas.

That the PPP program seeks a recovery rate of eighty-five (85%) or higher, consistent with the principles adopted by the UBCM membership in the 2007 Environment Action Plan.

That the PPP program include the addition of milk containers to the deposit refund system.

That the PPP program apply to all areas that local governments are currently servicing.

Program Design

That producers develop market based incentives and/or design requirements to stimulate product redesign and re-use to diminish the potential for materials to be incinerated or landfilled.

That material specific targets and performance measures be developed by the producers and enforced by the Province.

That local governments be given meaningful consultation opportunities in the design of the program as well as ongoing consultative mechanisms during the implementation of the program.

That an enhanced dispute resolution process be incorporated into the program, whereby local governments have the right to receive compensation for impacted costs if producers are not providing adequate service levels that result in materials being sent to local landfills and/or incinerators.

That the product stewardship program incorporates flexible and scalable options for local government participation in the management of PPP materials.

That local governments be given the right of first refusal for providing packaging and printed paper product stewardship services under the new PPP product stewardship program.

Environmental Impact

That the design and implementation of the PPP program focus on seeking efficiencies within the collection, transportation and processing of materials to minimize the carbon footprint of the program.

That the product stewardship program include measures and incentives for redesigning packaging, which ensures that the program moves up the pollution prevention hierarchy by minimizing the landfilling and/or incineration of collected program materials.

Funding

That local government compensation for their assistance in, or management of, the product stewardship program be based on a local government's true operating costs.

That local government be compensated for the management of PPP materials that end up in local government waste streams, and that standardized and industry funded waste audits be conducted to help determine appropriate levels of compensation for such management.

That the product stewardship program be fully funded by industry, in which producers are responsible for all costs associated with the management of PPP materials including, but not limited to collection, transportation, processing, public outreach and education.

That local governments receive compensation for continued education and outreach activities following the implementation of the product stewardship program.

Service Provision

That rural and remote areas receive an equitable level of service as their urban counterparts under the PPP product stewardship program.

That existing service levels and quality of service be maintained or exceeded for those local governments that have established PPP programs in place.

That the implementation of the program seeks to provide a seamless transition for those local governments with established PPP programs, in order to minimize and/or prevent any disruptions to existing services, employment contracts, and community expectations.

Role of Local Government

That local governments be provided the option and opportunity to play an active role in the management of packaging and printed paper under the product stewardship program.

That the PPP program incorporate meaningful consultation opportunities in the design of the program as well as ongoing consultative mechanisms during the implementation of the program.

That local governments explore the creation of a local government product stewardship agency that would facilitate active engagement, and negotiation with, all product stewards on existing and new product stewardship programs.



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services/
Chief Election Officer

Meeting Date: October 10, 2012

Subject: **Approval - West Coast Multiplex Referendum Question/Bylaw Synopsis**

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approves the following as presented:

- a. West Coast Multiplex Referendum Question;**
- b. Synopsis of Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012.**

Desired Outcome:

To receive ACRD Board approval for the West Coast Multiplex referendum question and Bylaw E1056 synopsis.

Background:

The West Coast Multiplex Society has requested the Regional District to conduct a referendum this fall on the proposal to establish and operate a Multiplex facility on the West Coast. The Society has committed to raise all the funds necessary to construct the multiplex facility, should the referendum pass.

In order for the Regional District to establish and operate the proposed service, an establishing bylaw is required. Before the ACRD Board can adopt the bylaw, Inspector Approval and Assent of the Electors is required.

At the September 12, 2012 Board of Directors meeting, Directors gave three readings to Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012. The service area participants are: Electoral Area "C" (Long Beach), the District of Tofino and the District of Ucluelet.

Bylaw E1056 received the required approval by the Inspector of Municipalities on September 19, 2012. The ACRD must now obtain "Assent of the Electors" by going to referendum within 80 days. The referendum date has been set for Saturday, November 24, 2012. There will be 2 advanced voting opportunities – November 14th and 20th.

Staff recommend that the ACRD Board of Directors approve the attached referendum question and synopsis of Bylaw E1056. The synopsis will be used in all advertisements, instead of publishing the

Request for Decision – WC Multiplex Referendum Question

entire Bylaw. A copy of the full Bylaw will be available for public inspection during regular office hours at the following locations: ACRD Office, District of Ucluelet and District of Tofino. Attached is an outline of the proposed notification plan.

Time Requirements – Staff & Elected Officials:

Substantial staff time required to organize and conduct the referendum. We will be working closely with the District of Ucluelet and Tofino for the use of facilities and personnel.

Financial:

The ACRD 2012 Financial Plan includes \$7,500.00 for this referendum.

Policy or Legislation:

Local Government Act and *Community Charter* applies to Other Voting (Referendums).
ACRD Bylaw A1072, Elections Bylaw also applies.

Submitted by: 

 Wendy Thomson, Manager of Administrative Services/
 Chief Election Officer

Approved by: 

 Russell Dyson, Chief Administrative Officer

Alberni-Clayoquot Regional District
REFERENDUM – WEST COAST MULTIPLEX SERVICE AREA ESTABLISHMENT, 2012
Electoral Area “C” (Long Beach), District of Tofino, District of Ucluelet

WHEREAS the West Coast Multiplex Society is committed to raise all the funds necessary to construct a multiplex facility on the West Coast.

AND WHEREAS the Alberni-Clayoquot Regional District has been requested to establish and operate a service for public recreation including a multiplex facility on the West Coast.

QUESTION:

Are you in favour of the Alberni-Clayoquot Regional District enacting Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 to establish a service area within Electoral Area “C” (Long Beach), the District of Tofino and the District of Ucluelet, to operate a public recreation facility for community use, including a multiplex facility, with an annual maximum requisition limit of the greater of \$450,000 or \$0.335 per \$1,000 of taxable value of land and improvements?

Alberni-Clayoquot Regional District
Synopsis of Bylaw No. E1056
West Coast Multiplex Service Area Establishment

The intent of bylaw E1056 is to establish and operate a service for public recreation and community use including a multiplex facility on the West Coast.

The maximum amount that may be requisitioned annually for the cost of the service is \$450,000.00 or \$0.335 per \$1,000 of taxable value of land and improvements, whichever is greater.

The areas subject to the bylaw are Electoral Area "C" (Long Beach), the District of Tofino and the District of Ucluelet.

Bylaw E1056 may be viewed during regular office hours at the following locations:

Regional District Office
3008 Fifth Avenue
Port Alberni, BC

District of Ucluelet
200 Main Street
Ucluelet, BC

District of Tofino
121 3rd Street
Tofino, BC

This synopsis is not an interpretation of Bylaw E1056.

West Coast Multiplex Referendum Outline of Proposed Notification Plan

Notices will be published as follows:

Papers:

Westerly News (required statutory publications)

Alberni Valley Times

Alberni Valley News

Ha-shilth-sa

Websites:

Alberni-Clayoquot Regional District

District of Tofino

District of Ucluelet

Salmon Beach Website

Bulletin Boards:

ACRD Office

District of Uclulelet Office

District of Tofino Office

All First Nations within Area "C" – Long Beach



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CGA, Manager of Finance

Meeting Date: October 10, 2012

Subject: Request for Proposals – Financial Audit Services Recommendation

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors appoint Duncan Sabine Collyer Partners LLP (DSCP) as the Regional District and Regional Hospital District auditors and enter into an agreement to provide audit services for the years ending December 2012 to 2016 inclusive.

Summary:

Proposals were received and opened in public on September 13, 2012 at 2:00pm at the Regional District office. The request for proposals was for an auditor to provide external audit services for both the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District. The auditor is also to annually produce a management letter providing observations and recommendations for improvement. In the first couple of years of the engagement the auditor may also be required to assist with the preparation of the financial statements as this responsibility is transitioned to the Regional District staff.

Proposals were received on time from DSCP of Port Alberni and MNP of Nanaimo. These proposals were evaluated on a number of different criteria including qualifications, experience with public sector clients, methodology and fees. When evaluating the two firms' staff felt that the proposal from MNP demonstrated greater experience with the public sector and provided a larger staff with a wider range of expertise but the fees associated with this extra qualifications were significantly higher than the proposal from DSCP. The methodology or approach as well as the timing of the audit were very similar for both of the firms. The fees for the audit and financial statements from DSCP start at \$22,490 for the 2012 audit and increase incrementally to \$24,105 for the 2016 audit. In comparison, MNP start at \$34,230 for the 2012 audit and increase incrementally to \$37,065 for the 2016 audit.

Since the fee in the DSCP proposal is 52% lower than the MNP proposal staff evaluated the adequacy of the level of service that will be provided by DSCP to determine if they can meet our needs as a Regional District. Staff decided that the service provided by DSCP would be adequate from an audit standpoint and that if specific matters arise, such as a change in accounting standards, which are outside DSCP's area of expertise that the Regional District could then consult other firms on these matters. When considering all components staff recommends appointing DSCP as the Regional District auditors.

Background:

In July of this year our previous auditor, Mollon Tyler-Mollon, determined that they were no longer able

to provide audit services to the Regional District due to staffing limitations and therefore the Regional District staff informed the Board that a Request for Proposals would be conducted.

Time Requirements – Staff & Elected Officials:

The creation of the financial statement and performance of the audit takes significant staff time each year and is required to be completed and submitted annually to the inspector by May 15th.

Financial:

The 2011 audit of the Regional District and the Regional Hospital District was performed by Mollon Tyler-Mollon and cost \$22,200. The recommended proposal from DSCP is 1% higher than the 2011 rate.

Policy or Legislation:

The Community Charter - Part 6 – Financial Management, Division 2 – Audit requires that the Regional District appoint an auditor.

Options Considered:

Staff considered recommending the MNP proposal due to the considerable amount of public sector expertise that would be available to staff but eventually decided that was not worth the significantly increased fees that were associated with the proposal.



Submitted by: _____

Teri Fong, CGA, Manager of Finance



Approved by: _____

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Electoral Area Directors Committee,
John Thomas

Date: October 10, 2012

Subject: Gas Tax Funding for Bamfield Water Chlorination

Recommendation:

That the ACRD Board of Directors allocates \$36,500 of Gas Tax funding for the Bamfield Water Chlorination project.

Summary:

The Bamfield Water System is owned and operated by the ACRD. Currently, the water system is experiencing chronic issues regarding its disinfection ability. A recent Boil Water Advisory event brought to light the need for automatic controls and alarms. These controls are required for the pumphouse and reservoirs to maintain disinfection levels of chlorine. The water intake at Sugsaw Lake requires a new dock to access the point of intake as the current wooden structure is rotten. The repairs are essential for the appropriate management of the water quality to provide potable drinking water.

The following works are proposed:

1. Water Intake repairs \$10,000
2. Pump house controls and alarms for loss of disinfection \$8,500
3. Re-chlorination of reservoirs \$18,000

Background:

In November 2011, a new Water Operator was hired to run the Bamfield Water System. It was discovered that there were discrepancies in the chlorine levels throughout the system. A thorough search was started to see what was happening with the chlorine addition and remaining chlorine residual. The source water for the Bamfield Water System is from Sugsaw Lake.

While working on the chlorine pumps it was discovered that the chlorine injection valve was malfunctioning. The valve is buried four feet under the ground and is attached to the water transmission main. On August 16th a manhole was installed to access the chlorine injectors. This was a significant upgrade to the water system as it allows the operator to maintain and service the chlorine injectors. Previously, the injectors had to be excavated to enable the operator to evaluate the operational status.

A reservoir cleaning program was started in hopes of maintaining chlorine residuals, as any foreign material in the reservoir would consume chlorine. The start of regular testing of the water entering and leaving the reservoirs indicated fluctuating levels of chlorine. During low flows the water supply pumps would only run for a short period during the day, requiring high doses of chlorine to reach and maintain the reservoirs. This method of disinfection would create taste and odour issues, primarily along the main line from the pumphouse to the reservoir. It was determined that the manual addition of chlorine directly into the reservoirs maintained chlorine residuals, without taste and odour issues in the water main. This manual method creates safety and reliability issues due to the requirement of the operator climbing up to the top of the reservoirs.

To eliminate the need for the Operator to climb the reservoirs and to ensure proper disinfection levels a secondary chlorination is being planned. Secondary chlorination at the reservoirs with automatic controls is required to take the guess work out of chlorine addition and to have uniform water quality.

On May 29, 2012, at approximately 9 PM the Bamfield Water Operator noticed the chlorine pumps were not working while the water distribution pumps were on. The water pumps were estimated to be running for one hour without the addition of chlorine. This event was fortunately noticed due to the operator being in the area at this unexpected time and a Boil Water Advisory was put into place. On June 7, VIHA gave permission to end the Boil Water Advisory. This Boil Water Advisory event meant the people of Bamfield had to endure 9 days without potable water.

An instrumentation company located in Port Alberni was asked if the water pumping system could be retrofitted with an automatic shutdown if the chlorine levels are too low. A quote was provided for \$8500 for the controls and alarm reporting. This project will eliminate any unsafe water due to lack of disinfection from entering the water system and assist with Boil Water Advisories.

The Bamfield Water System is faced with significant costs for necessary capital upgrades. Previous evaluations by McGill & Associates Engineering Ltd's "Bamfield Water Study 2004" have estimated these costs in the range of \$4,492,500 to \$4,932,500. On page 25 of this report, the Capital Costs Estimate identifies many areas that require upgrades including a new water main replacement from Sugsaw Lake, water line replacements and an additional reservoir in West Bamfield. The wooden intake structure located at Sugsaw Lake was also identified as requiring some work on the walkway, as well as the bolted flanges have deteriorated and need replacing.

The costs required to upgrade the Bamfield Water System are well beyond the means of the local taxpayers. The use of Gas Tax funds for these select improvements is recommended by staff.

The Electoral Area Directors Committee met on September 19th. They reviewed this report and recommended that the Board pass the resolution to allocate the funds.

Submitted by: 

John Thomas, Environmental Services Technician

Approved by: 

Andy Daniel, Manager of Environmental Services



REQUEST FOR DECISION

To: Board of Directors
From: John Thomas, Environmental Services Technician
Meeting Date: October 10, 2012
Subject: Cost Sharing of the Christie Slough Culvert Replacement Project

Recommendation:

That the Alberni-District Regional District Board of Directors approves the payment of \$14,257.90 to the British Columbia Conservation Foundation.

Summary:

The Christie Slough Project (Somass River Estuary) was selected by Fisheries and Oceans Canada as their preferred fish habitat compensation option for "footprints" impacts resulting from construction of the new Robertson Creek Saddle Dam (Great Central Lake) by Catalyst Paper Corp. 2011.

The project replaced two failing culverts and had to incur significant extra costs to modify the Alberni Valley Landfill leachate line over the new culverts. On August 1, 2012 the ACRD outlined additional modifications required to complete the leachate line to satisfactory engineering standards

This project will have significant public and environmental benefits accruing from this work. The Somass estuary will have habitat restoration and the ACRD has access to the roadway for operation of the leachate main from the landfill.

Time Requirements – Staff & Elected Officials:

Staff time to prepare financial payment.

Financial:

That the ACRD pay \$14,257.90 for the leachate line upgrade costs.

Submitted by: _____

John Thomas, Environmental Services Technician

Approved by: _____

Andy Daniel, Manager of Environmental Services



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Assistant

Meeting Date: October 10, 2012

Subject: ACAP – Tofino Airport Runway 11-29 Pavement Rehabilitation Project

Recommendation:

That the Regional District of Alberni-Clayoquot Board of Directors agree to enter into a Supplemental Contribution Agreement with Transport Canada to extend the expiry date by one year.

Summary:

Contribution Agreement No. 159556 between Transport Canada and the Regional District was executed May 17, 2011 and expires May 17, 2013. The certificate of substantial completion will be issued by Genivar in September 2012. Total completion will be August/September 2013 once the 1 year warranty is up, therefore Transport Canada requires the ACRD to request to extend the expiry date by one year.

Time Requirements – Staff & Elected Officials:

Staff time will be required to completed contribution requirements.

Financial:

ACAP will reimburse up to 90% of the contribution at this time. The 10% holdback will not be released until the project is complete and all obligations per the terms and conditions of the Agreement have been met. This 10% holdback would essentially be the final payment to the ACRD. Based on the latest budget update for the project (\$3,616,422), the holdback/final payment will be ~\$361,600.

Submitted by: 

Janice Hill, Environmental Services Assistant

Approved by: 

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Janice Hill, Environmental Services Assistant
Meeting Date: October 10, 2012
Subject: Tofino Air Hangar Lease – Long Beach Airport

Recommendation:

That the Alberni-District Regional District Board of Directors enter into a 3 year lease agreement starting September 1, 2012 and expiring August 30, 2015, for an aircraft hangar with All Sports Lands Ltd. (Tofino Air) at the rate of \$4,000.00 per year plus HST.

Summary:

Tofino Airlines has held a lease for an aircraft hangar at the Long Beach Airport since 1995. The original lease was with Transport Canada for the term of October 30th, 1995 and ending on the 29th day of October 2005. The lease could be held over after the expiration of the term as long as they paid rent and thus the lease became a tenancy at will. Their lease was fixed until October 30, 2000 and could be reviewed every five years for the balance of the term. Tofino Airlines have been paying \$2,400 lease annually since 1995. In 2009 the ACRD had a market lease rate appraisal done on the Long Beach Airport Lands. The appraisal stated that the ACRD should charge \$.20 per square foot for unserviced property and \$.29 per square foot for serviced property. Tofino Air's property is serviced and has agreed to the lease increase.

Time Requirements – Staff & Elected Officials:

Staff time to prepare lease documents.

Financial:

Tofino Air will pay \$4000.00 plus HST annually (payable quarterly) for the lease lot.

Submitted by: _____


Janice Hill, Environmental Services Assistant

Approved by: _____


Russell Dyson, Chief Administrative Officer



MEMORANDUM

TO: Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: October 2, 2012
RE: Finance Warrant No.521

Recommendation:

That the Board of Directors approves Finance Warrant Number 521 in the amount of \$3,176,765.88 dated September 30, 2012.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

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

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

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

6. COMMUNICATION ISSUES - none

Submitted by: Teri Fong, CGA, Manager of Finance

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



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Date : Oct 02, 2012 **Time :** 3:16 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | | | | |
|---|-----------------------------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0016 | ACE COURIER SERVICES | | | | | |
| 32864 | 20-Sep-2012 | Issued | 142 | C | | 67.93 |
| 1462558 | 01-4-2500-000 | PAYABLES - TRADE | | 67.93 | | |
| Invoice Description --> POSTAGE | | | | | | |
| Total : | | | | 67.93 | 0.00 | 67.93 |
| Supplier Total : | | | | 67.93 | 0.00 | 67.93 |
| 0019 | ACE FLAGGING | | | | | |
| 32811 | 13-Sep-2012 | Issued | 139 | C | | 529.20 |
| 102-1475 | 01-4-2500-000 | PAYABLES - TRADE | | 529.20 | | |
| Invoice Description --> BCWS - TOMSWOOD ROAD WATER BREAK | | | | | | |
| Total : | | | | 529.20 | 0.00 | 529.20 |
| Supplier Total : | | | | 529.20 | 0.00 | 529.20 |
| 0030 | ACKLANDS-GRAINGER INC. | | | | | |
| 32813 | 13-Sep-2012 | Issued | 139 | C | | 188.40 |
| 43540501868 | 01-4-2500-000 | PAYABLES - TRADE | | 188.40 | | |
| Invoice Description --> LBA - BATHROOM SUPPLIES | | | | | | |
| Total : | | | | 188.40 | 0.00 | 188.40 |
| Supplier Total : | | | | 188.40 | 0.00 | 188.40 |
| 0024 | ACTIVE ARBORIST | | | | | |
| 32865 | 20-Sep-2012 | Issued | 142 | C | | 201.60 |
| 1200 | 01-4-2500-000 | PAYABLES - TRADE | | 201.60 | | |
| Invoice Description --> AVRA - TREE REMOVAL | | | | | | |
| Total : | | | | 201.60 | 0.00 | 201.60 |
| Supplier Total : | | | | 201.60 | 0.00 | 201.60 |
| 0131 | AGS BUSINESS SYSTEMS INC. | | | | | |
| 32758 | 07-Sep-2012 | Issued | 136 | C | | 2262.40 |
| 715149 | 01-4-2500-000 | PAYABLES - TRADE | | 2262.40 | | |
| Invoice Description --> PHOTOCOPIER SERVICE AGREEMENT | | | | | | |
| Total : | | | | 2262.40 | 0.00 | 2262.40 |
| Supplier Total : | | | | 2262.40 | 0.00 | 2262.40 |
| 0170 | AINES & TYLER ELECTRIC | | | | | |
| 32816 | 13-Sep-2012 | Issued | 139 | C | | 8400.00 |
| 12-000662 | 01-4-2500-000 | PAYABLES - TRADE | | 8400.00 | | |
| Invoice Description --> OFFICE RENOVATIONS - BOARD ROOM ELECTRICAL - PROGRESS | | | | | | |

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
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Batch No. : All

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

| Supplier | Supplier Name | | | | | |
|-------------------------|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 8400.00 | 0.00 | 8400.00 |
| Supplier Total : | | | | 8400.00 | 0.00 | 8400.00 |

| Supplier | Supplier Name | | | | | |
|--|---------------------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0056 | AIRGAS CANADA INC. | | | | | |
| 32815 | 13-Sep-2012 | Issued | 139 | C | | 12.00 |
| 123944 | 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 |

| Supplier | Supplier Name | | | | | |
|---|---|---------------------|------------|----------|--------|---------------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0060 | ALBERNI COMMUNICATIONS & ELECTRONICS | | | | | |
| 32757 | 07-Sep-2012 | Issued | 136 | C | | 303.05 |
| 12058 | 01-4-2500-000 | PAYABLES - TRADE | | 135.05 | | |
| Invoice Description --> BCVFD - RADIO PROGRAMMING | | | | | | |
| 12095 | 01-4-2500-000 | PAYABLES - TRADE | | 168.00 | | |
| Invoice Description --> BCVFD - REPAIR OF EQUIPMENT | | | | | | |
| Total : | | | | 303.05 | 0.00 | 303.05 |
| Supplier Total : | | | | 448.20 | 0.00 | 448.20 |
| 32895 | 27-Sep-2012 | Issued | 143 | C | | 145.15 |
| 12294 | 01-4-2500-000 | PAYABLES - TRADE | | 145.15 | | |
| Invoice Description --> BCVFD - BATTERY | | | | | | |
| Total : | | | | 145.15 | 0.00 | 145.15 |
| Supplier Total : | | | | 448.20 | 0.00 | 448.20 |

| Supplier | Supplier Name | | | | | |
|--|---|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0021 | ALBERNI DISTRICT CO-OP ASSOCIATION | | | | | |
| 32812 | 13-Sep-2012 | Issued | 139 | C | | 1042.77 |
| AUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | 282.63 | | |
| Invoice Description --> BCVFD - AUGUST 2012 FUEL COSTS | | | | | | |
| BCWS - AUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | 760.14 | | |
| Invoice Description --> BCWS - MONTHLY FUEL COSTS | | | | | | |
| Total : | | | | 1042.77 | 0.00 | 1042.77 |
| Supplier Total : | | | | 1042.77 | 0.00 | 1042.77 |

| Supplier | Supplier Name | | | | | |
|--|----------------------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0032 | ALBERNI LANDSCAPING | | | | | |
| 32814 | 13-Sep-2012 | Issued | 139 | C | | 1988.00 |
| 005205 | 01-4-2500-000 | PAYABLES - TRADE | | 1988.00 | | |
| Invoice Description --> AVRA - LANDSCAPING | | | | | | |
| Total : | | | | 1988.00 | 0.00 | 1988.00 |
| Supplier Total : | | | | 1988.00 | 0.00 | 1988.00 |

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Supplier : 0001 To 9193
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 Cheque No. : All
 Batch No. : All

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

| Supplier | Supplier Name | | | | | |
|--|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32867 | 20-Sep-2012 | Issued | 142 | C | | 123.20 |
| 7963 | 01-4-2500-000 | PAYABLES - TRADE | | 123.20 | | |
| Invoice Description --> AUGUST 2012 DIXON PARK TOILET RENTAL | | | | | | |
| Total : | | | | 123.20 | 0.00 | 123.20 |
| Supplier Total : | | | | 123.20 | 0.00 | 123.20 |

| 00213 | ALBERNI TOWING | | | | | |
|--|----------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32818 | 13-Sep-2012 | Issued | 139 | C | | 1828.96 |
| 15324 | 01-4-2500-000 | PAYABLES - TRADE | | 206.08 | | |
| Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND | | | | | | |
| 15805 | 01-4-2500-000 | PAYABLES - TRADE | | 206.08 | | |
| Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND | | | | | | |
| 14088 | 01-4-2500-000 | PAYABLES - TRADE | | 644.00 | | |
| Invoice Description --> AVRA - TOWING TRACTOR BACK TO LBA | | | | | | |
| 15223 | 01-4-2500-000 | PAYABLES - TRADE | | 772.80 | | |
| Invoice Description --> AVRA - TOWING TRACTOR TO ALBERNI AIRPORT | | | | | | |
| Total : | | | | 1828.96 | 0.00 | 1828.96 |
| Supplier Total : | | | | 1828.96 | 0.00 | 1828.96 |

| 00095 | ALBERNI VALLEY CHAMBER OF COMMERCE | | | | | |
|--|------------------------------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32896 | 27-Sep-2012 | Issued | 143 | C | | 88.00 |
| 9697 | 01-4-2500-000 | PAYABLES - TRADE | | 88.00 | | |
| Invoice Description --> LUNCHEON HELD AT CHANCES RIM ROCK - SEPTEMBER 14 | | | | | | |
| Total : | | | | 88.00 | 0.00 | 88.00 |
| Supplier Total : | | | | 88.00 | 0.00 | 88.00 |

| 00270 | ANDREW SHERET LTD. | | | | | |
|---------------------------------------|--------------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32759 | 07-Sep-2012 | Issued | 136 | C | | 4249.52 |
| 03-089011 | 01-4-2500-000 | PAYABLES - TRADE | | 847.90 | | |
| Invoice Description --> BCWS SUPPLIES | | | | | | |
| 03-088084 | 01-4-2500-000 | PAYABLES - TRADE | | 3401.62 | | |
| Invoice Description --> BCWS SUPPLIES | | | | | | |
| Total : | | | | 4249.52 | 0.00 | 4249.52 |
| 32866 | 20-Sep-2012 | Issued | 142 | C | | 447.01 |
| 03-089956 | 01-4-2500-000 | PAYABLES - TRADE | | 447.01 | | |
| Invoice Description --> BCWS SUPPLIES | | | | | | |
| Total : | | | | 447.01 | 0.00 | 447.01 |
| Supplier Total : | | | | 4696.53 | 0.00 | 4696.53 |

| 00394 | ASSOCIATED FIRE SAFETY EQUIPMENT | | | | | |
|-------------|----------------------------------|---------------------|-------|--------|--------|--|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32897 | 27-Sep-2012 | Issued | 143 | C | | |

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Supplier : 0001 To 9193
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Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | | | | |
|---|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 10384 | 01-4-2500-000 | PAYABLES - TRADE | | 319.20 | | |
| Invoice Description --> BCVFD - PROTECTIVE EQUIPMENT - 3 LION PROTECTIVE GLOVES | | | | | | |
| Total : | | | | 319.20 | 0.00 | 319.20 |
| Supplier Total : | | | | 319.20 | 0.00 | 319.20 |

| 0397 ASSOCIATION OF REGIONAL DISTRICT PLANNING MANAGERS C/O PAUL THOMP | | | | | | |
|---|---------------|------------------|--------|--------|--------|--------|
| 32760 | 07-Sep-2012 | | Issued | 136 | C | 150.00 |
| MI12MEM | 01-4-2500-000 | PAYABLES - TRADE | | | 150.00 | |
| Invoice Description --> MEMBERSHIP DUES 2012 - MIKE IRG | | | | | | |
| Total : | | | | 150.00 | 0.00 | 150.00 |
| Supplier Total : | | | | 150.00 | 0.00 | 150.00 |

| 0508 BAMFIELD BUILDERS SUPPLY | | | | | | |
|--------------------------------------|---------------|------------------|--------|-------|-------|-------|
| 32820 | 13-Sep-2012 | | Issued | 139 | C | 74.23 |
| 160728 | 01-4-2500-000 | PAYABLES - TRADE | | | 74.23 | |
| Invoice Description --> BWS SUPPLIES | | | | | | |
| Total : | | | | 74.23 | 0.00 | 74.23 |
| Supplier Total : | | | | 74.23 | 0.00 | 74.23 |

| 0503 BAMFIELD CENTENNIAL PARK | | | | | | |
|--|---------------|------------------|--------|---------|---------|---------|
| 32819 | 13-Sep-2012 | | Issued | 139 | C | 5343.00 |
| BC12GRANT | 01-4-2500-000 | PAYABLES - TRADE | | | 5343.00 | |
| Invoice Description --> 2012 OPERATING GRANT (NET OF EXPENSES) & \$100 DONATION (BROKEN ISLAND ADVENTL | | | | | | |
| Total : | | | | 5343.00 | 0.00 | 5343.00 |
| Supplier Total : | | | | 5343.00 | 0.00 | 5343.00 |

| 0679 BAMFIELD COMMUNITY AFFAIRS SOCIETY | | | | | | |
|--|---------------|------------------|--------|----------|----------|----------|
| 32823 | 13-Sep-2012 | | Issued | 139 | C | 10000.00 |
| BCA2012GIA | 01-4-2500-000 | PAYABLES - TRADE | | | 10000.00 | |
| Invoice Description --> BAMFIELD COMMUNITY AFFAIRS FUNDING AS PER BUDGET | | | | | | |
| Total : | | | | 10000.00 | 0.00 | 10000.00 |
| Supplier Total : | | | | 10000.00 | 0.00 | 10000.00 |

| 0556 BARKLEY SOUND MANAGEMENT | | | | | | |
|---|---------------|------------------|--------|-----|---------|----------|
| 32821 | 13-Sep-2012 | | Issued | 139 | C | 13476.85 |
| 0556 | 01-4-2500-000 | PAYABLES - TRADE | | | 1993.49 | |
| Invoice Description --> SALMON BEACH - TRANSPORTATION | | | | | | |
| 2012-09 | 01-4-2500-000 | PAYABLES - TRADE | | | 5600.00 | |
| Invoice Description --> SB MGMT & SECURITY AUGUST 16 - SEPTEMBER 15, 2012 | | | | | | |
| 495460 | 01-4-2500-000 | PAYABLES - TRADE | | | 5883.36 | |
| Invoice Description --> SALMON BEACH - TRANSPORTATION | | | | | | |

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Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | | |
|--|-------------------------------------|---------------------|--------|-------|--------|----------|------|----------|
| Chq/Ref # | Cheque Date | | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | | |
| Total : | | | | | | 13476.85 | 0.00 | 13476.85 |
| Supplier Total : | | | | | | 13476.85 | 0.00 | 13476.85 |
| <hr/> | | | | | | | | |
| 0660 | BC HYDRO | | | | | | | |
| 32761 | 07-Sep-2012 | | Issued | 136 | C | 225.74 | | 225.74 |
| 112006055094 | 01-4-2500-000 | PAYABLES - TRADE | | | | 225.74 | | |
| Invoice Description --> BCVFD HYDRO | | | | | | | | |
| Total : | | | | | | 225.74 | 0.00 | 225.74 |
| 32822 | 13-Sep-2012 | | Issued | 139 | C | 10648.43 | | 10648.43 |
| 400001953410 | 01-4-2500-000 | PAYABLES - TRADE | | | | 10648.43 | | |
| Invoice Description --> HYDRO - ACRD CONSOLIDATED | | | | | | | | |
| Total : | | | | | | 10648.43 | 0.00 | 10648.43 |
| Supplier Total : | | | | | | 10874.17 | 0.00 | 10874.17 |
| <hr/> | | | | | | | | |
| 0998 | BC LIFE AND CASUALTY COMPANY | | | | | | | |
| 32768 | 07-Sep-2012 | | Issued | 136 | C | 1588.61 | | 1588.61 |
| BCLIFESEPT12 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1588.61 | | |
| Invoice Description --> GROUP INSURANCE SEPTEMBER 2012 | | | | | | | | |
| Total : | | | | | | 1588.61 | 0.00 | 1588.61 |
| 32900 | 27-Sep-2012 | | Issued | 143 | C | 1559.91 | | 1559.91 |
| BCLIFEOCT12 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1559.91 | | |
| Invoice Description --> GROUP INSURANCE OCTOBER 2012 | | | | | | | | |
| Total : | | | | | | 1559.91 | 0.00 | 1559.91 |
| Supplier Total : | | | | | | 3148.52 | 0.00 | 3148.52 |
| <hr/> | | | | | | | | |
| 0700 | BC TRANSIT | | | | | | | |
| 32762 | 07-Sep-2012 | | Issued | 136 | C | 1116.00 | | 1116.00 |
| 712602 | 01-4-2500-000 | PAYABLES - TRADE | | | | 1116.00 | | |
| Invoice Description --> JULY 2012 CUSTOM TRANSIT | | | | | | | | |
| Total : | | | | | | 1116.00 | 0.00 | 1116.00 |
| 32868 | 20-Sep-2012 | | Issued | 142 | C | 13349.00 | | 13349.00 |
| 812602 | 01-4-2500-000 | PAYABLES - TRADE | | | | 13349.00 | | |
| Invoice Description --> AUGUST 2012 CUSTOM TRANSIT | | | | | | | | |
| Total : | | | | | | 13349.00 | 0.00 | 13349.00 |
| Supplier Total : | | | | | | 24465.00 | 0.00 | 24465.00 |
| <hr/> | | | | | | | | |
| 0740 | BEAVER CREEK HOME CENTER | | | | | | | |
| 32763 | 07-Sep-2012 | | Issued | 136 | C | 32.79 | | 32.79 |
| 413506 | 01-4-2500-000 | PAYABLES - TRADE | | | | 32.79 | | |

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



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Supplier : 0001 To 9193
 Trans. Date : 01-Sep-2012 To 30-Sep-2012
 Cheque Date : 01-Sep-2012 To 30-Sep-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 | |
| Invoice No. | Account No. | Account Description | | | | Amount | |
| Invoice Description --> BCWS SUPPLIES | | | | | | | |
| Total : | | | | | 32.79 | 0.00 | 32.79 |
| Supplier Total : | | | | | 32.79 | 0.00 | 32.79 |
| 0771 | BENNETT, TONY | | | | | | |
| 32858 | 18-Sep-2012 | Issued | 141 | C | | 1000.00 | |
| TBADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | | |
| Invoice Description --> ADVANCE FOR 2012 UBCM CONVENTION | | | | | | | |
| Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| 0791 | BERRY & VALE CONTRACTING LTD | | | | | | |
| 32764 | 07-Sep-2012 | Issued | 136 | C | | 142530.02 | |
| 903 | 01-4-2500-000 | PAYABLES - TRADE | | | 6244.00 | | |
| Invoice Description --> WCLF - CAPITAL - LEACHATE REMEDIATION | | | | | | | |
| 912 | 01-4-2500-000 | PAYABLES - TRADE | | | 35866.88 | | |
| Invoice Description --> WCLF AUGUST CONTRACTOR & FREON REMOVAL | | | | | | | |
| 911 | 01-4-2500-000 | PAYABLES - TRADE | | | 100419.14 | | |
| Invoice Description --> AVLF AUG CONTRACTOR, REFRID REMOVAL \$312, FENCE REPAIR \$7164, COVER MATERIAL \$ | | | | | | | |
| Total : | | | | | 142530.02 | 0.00 | 142530.02 |
| Supplier Total : | | | | | 142530.02 | 0.00 | 142530.02 |
| 0825 | BLACK PRESS GROUP LTD. | | | | | | |
| 32824 | 13-Sep-2012 | Issued | 139 | C | | 166.32 | |
| 31712338 | 01-4-2500-000 | PAYABLES - TRADE | | | 166.32 | | |
| Invoice Description --> ADVERTISING - BUILDING INSPECTION | | | | | | | |
| Total : | | | | | 166.32 | 0.00 | 166.32 |
| Supplier Total : | | | | | 166.32 | 0.00 | 166.32 |
| 0842 | BOUCHER, BOB | | | | | | |
| 32765 | 07-Sep-2012 | Issued | 136 | C | | 500.00 | |
| 372866 | 01-4-2500-000 | PAYABLES - TRADE | | | 500.00 | | |
| Invoice Description --> LBA JULY 2012 CLEANING | | | | | | | |
| Total : | | | | | 500.00 | 0.00 | 500.00 |
| 32869 | 20-Sep-2012 | Issued | 142 | C | | 500.00 | |
| 372867 | 01-4-2500-000 | PAYABLES - TRADE | | | 500.00 | | |
| Invoice Description --> LBA AUGUST 2012 CLEANING | | | | | | | |
| Total : | | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |

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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|--------------------------------|---------------------|--------|---------|-----------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 0914 | BOWERMAN EXCAVATING LTD | | | | | |
| 332766 | 07-Sep-2012 | | Issued | 136 | C 2900.80 | |
| 33916 | 01-4-2500-000 | PAYABLES - TRADE | | | 2900.80 | |
| Invoice Description --> BWS - MANHOLE SUPPLIED & INSTALLED | | | | | | |
| Total : | | | | 2900.80 | 0.00 | 2900.80 |
| Supplier Total : | | | | 2900.80 | 0.00 | 2900.80 |
| 0944 | BREAKER'S MARINE LTD | | | | | |
| 332899 | 27-Sep-2012 | | Issued | 143 | C 133.27 | |
| P11156 | 01-4-2500-000 | PAYABLES - TRADE | | | 133.27 | |
| Invoice Description --> SLMP - BOAT SUPPLIES | | | | | | |
| Total : | | | | 133.27 | 0.00 | 133.27 |
| Supplier Total : | | | | 133.27 | 0.00 | 133.27 |
| 0950 | BRETT, KENNETH | | | | | |
| 332767 | 07-Sep-2012 | | Issued | 136 | C 900.00 | |
| KBAUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 900.00 | |
| Invoice Description --> AVRA - 2012 YEARLY MAINTENANCE | | | | | | |
| Total : | | | | 900.00 | 0.00 | 900.00 |
| 32825 | 13-Sep-2012 | | Issued | 139 | C 1000.00 | |
| BRE156347 | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | |
| Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION | | | | | | |
| Total : | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | 1900.00 | 0.00 | 1900.00 |
| 1035 | BUTLER, LES | | | | | |
| 332769 | 07-Sep-2012 | | Issued | 136 | C 3416.00 | |
| 2012-08 | 01-4-2500-000 | PAYABLES - TRADE | | | 3416.00 | |
| Invoice Description --> BWS - AUGUST 2012 CONTRACTOR | | | | | | |
| Total : | | | | 3416.00 | 0.00 | 3416.00 |
| Supplier Total : | | | | 3416.00 | 0.00 | 3416.00 |
| 1058 | C. BOWNE ENTERPRISES | | | | | |
| 332871 | 20-Sep-2012 | | Issued | 142 | C 55.55 | |
| 8051 | 01-4-2500-000 | PAYABLES - TRADE | | | 55.55 | |
| Invoice Description --> JANITORIAL SUPPLIES | | | | | | |
| Total : | | | | 55.55 | 0.00 | 55.55 |
| Supplier Total : | | | | 55.55 | 0.00 | 55.55 |

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 Cheque No. : All
 Batch No. : All

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

| Supplier | Supplier Name | | | | | |
|-------------|-------------------------------|---|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 1270 | CDW CANADA INC | | | | | |
| 32770 | 07-Sep-2012 | Issued | 136 | C | 3888.45 | |
| P200789 | 01-4-2500-000 | PAYABLES - TRADE | | 102.36 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| P509204 | 01-4-2500-000 | PAYABLES - TRADE | | 234.01 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| P393035 | 01-4-2500-000 | PAYABLES - TRADE | | 275.54 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| P145483 | 01-4-2500-000 | PAYABLES - TRADE | | 334.21 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| P819433 | 01-4-2500-000 | PAYABLES - TRADE | | 1361.09 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| P941746 | 01-4-2500-000 | PAYABLES - TRADE | | 1581.24 | | |
| | Invoice Description --> | ACRD BOARD ROOM RENOVATION - CAPITAL - AUDIO/VISUAL EQUIPMENT | | | | |
| | Total : | | | 3888.45 | 0.00 | 3888.45 |
| | Supplier Total : | | | 3888.45 | 0.00 | 3888.45 |
| 1316 | CERTISOFT SYSTEMS INC | | | | | |
| 32771 | 07-Sep-2012 | Issued | 136 | C | 3976.00 | |
| 00102 | 01-4-2500-000 | PAYABLES - TRADE | | 3976.00 | | |
| | Invoice Description --> | AUGUST 2012 IT SUPPORT SERVICES | | | | |
| | Total : | | | 3976.00 | 0.00 | 3976.00 |
| | Supplier Total : | | | 3976.00 | 0.00 | 3976.00 |
| 1378 | CIT | | | | | |
| 32826 | 13-Sep-2012 | Issued | 139 | C | 245.28 | |
| OCT12LEASE | 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 |
| 1342 | CITY OF PORT ALBERNI | | | | | |
| 32872 | 20-Sep-2012 | Issued | 142 | C | 2466.17 | |
| SEPT12/12 | 01-4-2500-000 | PAYABLES - TRADE | | 225.23 | | |
| | Invoice Description --> | ACRD OFFICE - WATER & SEWER CHARGES MAY TO AUGUST 2012 | | | | |
| SEPT11/12 | 01-4-2500-000 | PAYABLES - TRADE | | 2240.94 | | |
| | Invoice Description --> | AVLF SEWER LECHATE | | | | |
| | Total : | | | 2466.17 | 0.00 | 2466.17 |
| | Supplier Total : | | | 2466.17 | 0.00 | 2466.17 |
| 1382 | COAST WATERING COMPANY | | | | | |
| 32901 | 27-Sep-2012 | Issued | 143 | C | 161.28 | |

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Cheque No. : All
Batch No. : All

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 41 | 01-4-2500-000 | PAYABLES - TRADE | | 161.28 | | |
| Invoice Description --> BAMFIELD APC MEETING DINNERS | | | | | | |
| Total : | | | | 161.28 | 0.00 | 161.28 |
| Supplier Total : | | | | 161.28 | 0.00 | 161.28 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|---|---------------------|--------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 1425 | COAST WASTE MANAGEMENT ASSOCIATION | | | | | |
| 32827 | 13-Sep-2012 | | Issued | 139 | C | 683.20 |
| 2012-371 | 01-4-2500-000 | PAYABLES - TRADE | | 683.20 | | |
| Invoice Description --> WASTE MANAGEMENT CONFERENCE REGISTRATION - DANIEL & HILL | | | | | | |
| Total : | | | | 683.20 | 0.00 | 683.20 |
| Supplier Total : | | | | 683.20 | 0.00 | 683.20 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|-----------------------|---------------------|--------|----------|--------|----------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 1373 | COLUMBIA FUELS | | | | | |
| 32873 | 20-Sep-2012 | | Issued | 142 | C | 16855.99 |
| 601139 | 01-4-2500-000 | PAYABLES - TRADE | | 16855.99 | | |
| Invoice Description --> AV AIRPORT FUEL - AV GAS 100LL | | | | | | |
| Total : | | | | 16855.99 | 0.00 | 16855.99 |
| Supplier Total : | | | | 16855.99 | 0.00 | 16855.99 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|---|---------------------|---------------------|--------|--------|--------|-------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 1434 | COLUMBIA ICE | | | | | |
| 32902 | 27-Sep-2012 | | Issued | 143 | C | 29.74 |
| 085867 | 01-4-2500-000 | PAYABLES - TRADE | | 29.74 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| Total : | | | | 29.74 | 0.00 | 29.74 |
| Supplier Total : | | | | 29.74 | 0.00 | 29.74 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|----------------------------------|---------------------|--------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 4986 | CORIX WATER PRODUCTS LTD. | | | | | |
| 32851 | 13-Sep-2012 | | Issued | 139 | C | 594.72 |
| 1021395983 | 01-4-2500-000 | PAYABLES - TRADE | | 594.72 | | |
| Invoice Description --> LBA WATER SYSTEM PARTS | | | | | | |
| Total : | | | | 594.72 | 0.00 | 594.72 |
| Supplier Total : | | | | 594.72 | 0.00 | 594.72 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|--------------------|---------------------|--------|---------|--------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 1565 | COTE, PENNY | | | | | |
| 32859 | 18-Sep-2012 | | Issued | 141 | C | 1000.00 |
| PCADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | 1000.00 | | |
| Invoice Description --> ADVANCE FOR 2012 UBCM CONVENTION | | | | | | |
| Total : | | | | 1000.00 | 0.00 | 1000.00 |

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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|--------------------------------|--|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| ----- | | | | | | | |
| 1650 | CUPE - LOCAL 118 | | | | | | |
| 32772 | 07-Sep-2012 | | Issued | 136 | C | 1360.29 | |
| DUEAUG12 | 01-4-2500-000 | PAYABLES - TRADE | | | 1360.29 | | |
| Invoice Description --> | | AUGUST 2012 DUES | | | | | |
| Total : | | | | | 1360.29 | 0.00 | 1360.29 |
| Supplier Total : | | | | | 1360.29 | 0.00 | 1360.29 |
| ----- | | | | | | | |
| 1661 | DAGERT, TANIS | | | | | | |
| 32874 | 20-Sep-2012 | | Issued | 142 | C | 4583.33 | |
| 102 | 01-4-2500-000 | PAYABLES - TRADE | | | 4583.33 | | |
| Invoice Description --> | | HEALTH NETWORK COORDINATOR - AUGUST 2012 | | | | | |
| Total : | | | | | 4583.33 | 0.00 | 4583.33 |
| Supplier Total : | | | | | 4583.33 | 0.00 | 4583.33 |
| ----- | | | | | | | |
| 1654 | DAVEY TREE SERVICES | | | | | | |
| 32773 | 07-Sep-2012 | | Issued | 136 | C | 873.60 | |
| 905874616 | 01-4-2500-000 | PAYABLES - TRADE | | | 873.60 | | |
| Invoice Description --> | | LBA ACCESS ROAD CULVERTS | | | | | |
| Total : | | | | | 873.60 | 0.00 | 873.60 |
| Supplier Total : | | | | | 873.60 | 0.00 | 873.60 |
| ----- | | | | | | | |
| 1709 | DEER BAY CONTRACTING | | | | | | |
| 32829 | 13-Sep-2012 | | Issued | 139 | C | 4439.71 | |
| 2122 | 01-4-2500-000 | PAYABLES - TRADE | | | 159.60 | | |
| Invoice Description --> | | SALMON BEACH - SEWAGE - CAPITAL | | | | | |
| 2131 | 01-4-2500-000 | PAYABLES - TRADE | | | 478.24 | | |
| Invoice Description --> | | SALMON BEACH - SECURITY | | | | | |
| 2134 | 01-4-2500-000 | PAYABLES - TRADE | | | 1464.99 | | |
| Invoice Description --> | | SALMON BEACH - TRANSPORTATION | | | | | |
| 2127 | 01-4-2500-000 | PAYABLES - TRADE | | | 2336.88 | | |
| Invoice Description --> | | SALMON BEACH - RECREATION | | | | | |
| Total : | | | | | 4439.71 | 0.00 | 4439.71 |
| Supplier Total : | | | | | 4439.71 | 0.00 | 4439.71 |
| ----- | | | | | | | |
| 4002 | DIGITAL POSTAGE ON CALL | | | | | | |
| 32792 | 07-Sep-2012 | | Issued | 136 | C | 1000.00 | |
| AUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | | |
| Invoice Description --> | | POSTAGE ACCOUNT 8000202700 | | | | | |
| Total : | | | | | 1000.00 | 0.00 | 1000.00 |

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 Cheque Date : 01-Sep-2012 To 30-Sep-2012
 Cheque No. : All
 Batch No. : All

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

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|-----------------------------|--|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| ----- | | | | | | | |
| 5375 | DISTRICT OF UCLUELET | | | | | | |
| 32893 | 20-Sep-2012 | | Issued | 142 | C | 2000.00 | |
| 2012EMGPLAN | 01-4-2500-000 | PAYABLES - TRADE | | | 2000.00 | | |
| Invoice Description --> | | 2012 LONG BEACH EMERGENCY PLANNING CONTRIBUTION | | | | | |
| Total : | | | | | 2000.00 | 0.00 | 2000.00 |
| Supplier Total : | | | | | 2000.00 | 0.00 | 2000.00 |
| ----- | | | | | | | |
| 1780 | DOLANS CONCRETE LTD. | | | | | | |
| 32830 | 13-Sep-2012 | | Issued | 139 | C | 795.12 | |
| UP69850 | 01-4-2500-000 | PAYABLES - TRADE | | | 795.12 | | |
| Invoice Description --> | | SALMON BEACH - TRANSPORTATION | | | | | |
| Total : | | | | | 795.12 | 0.00 | 795.12 |
| Supplier Total : | | | | | 795.12 | 0.00 | 795.12 |
| ----- | | | | | | | |
| 1845 | DUMAS FREIGHT CO. | | | | | | |
| 32831 | 13-Sep-2012 | | Issued | 139 | C | 373.27 | |
| 15306 | 01-4-2500-000 | PAYABLES - TRADE | | | 124.45 | | |
| Invoice Description --> | | LBA WATER SYSTEM - FREIGHT DELIVERY | | | | | |
| 15580 | 01-4-2500-000 | PAYABLES - TRADE | | | 248.82 | | |
| Invoice Description --> | | BCWS FREIGHT | | | | | |
| Total : | | | | | 373.27 | 0.00 | 373.27 |
| Supplier Total : | | | | | 373.27 | 0.00 | 373.27 |
| ----- | | | | | | | |
| 1847 | DUPERE, JOHANNE | | | | | | |
| 32832 | 13-Sep-2012 | | Issued | 139 | C | 200.00 | |
| DUP156348 | 01-4-2500-000 | PAYABLES - TRADE | | | 200.00 | | |
| Invoice Description --> | | SPROAT PARKS CARETAKER | | | | | |
| Total : | | | | | 200.00 | 0.00 | 200.00 |
| Supplier Total : | | | | | 200.00 | 0.00 | 200.00 |
| ----- | | | | | | | |
| 0940 | DUVALL, E. | | | | | | |
| 32810 | 11-Sep-2012 | | Issued | 138 | C | 1550.00 | |
| BRA125656349 | 01-4-2500-000 | PAYABLES - TRADE | | | 1550.00 | | |
| Invoice Description --> | | JANITORIAL EXP | | | | | |
| Total : | | | | | 1550.00 | 0.00 | 1550.00 |
| ----- | | | | | | | |
| 32898 | 27-Sep-2012 | | Issued | 143 | C | 195.00 | |
| LBA-CLEANTR | 01-4-2500-000 | PAYABLES - TRADE | | | 195.00 | | |
| Invoice Description --> | | LBA - TERMINAL BUILDING CLEANING/TRAINING NEW SERVICE PROVIDER | | | | | |

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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|----------------------------------|---------------------------------------|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| Total : | | | | | 195.00 | 0.00 | 195.00 |
| Supplier Total : | | | | | 1745.00 | 0.00 | 1745.00 |
| 1828 | DYSON, RUSSELL | | | | | | |
| 32860 | 18-Sep-2012 | | Issued | 141 | C | 500.00 | |
| RDADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | | 500.00 | | |
| Invoice Description --> | | ADVANCE FOR 2012 UBCM CONVENTION | | | | | |
| Total : | | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | | 500.00 | 0.00 | 500.00 |
| 1882 | EAGLE AIRFIELD LTD | | | | | | |
| 32875 | 20-Sep-2012 | | Issued | 142 | C | 1692.39 | |
| 4209 | 01-4-2500-000 | PAYABLES - TRADE | | | 283.00 | | |
| Invoice Description --> | | LBA - MOWER PARTS & BLADE - CAPITAL | | | | | |
| 4298 | 01-4-2500-000 | PAYABLES - TRADE | | | 1409.39 | | |
| Invoice Description --> | | LBA - MOWER PARTS & BLADE - CAPITAL | | | | | |
| Total : | | | | | 1692.39 | 0.00 | 1692.39 |
| Supplier Total : | | | | | 1692.39 | 0.00 | 1692.39 |
| 1883 | EAGLE EYE ENTERPRISES LTD | | | | | | |
| 32833 | 13-Sep-2012 | | Issued | 139 | C | 1232.00 | |
| 1110 | 01-4-2500-000 | PAYABLES - TRADE | | | 1232.00 | | |
| Invoice Description --> | | SALMON BEACH - SANI FIELD MAINTENANCE | | | | | |
| Total : | | | | | 1232.00 | 0.00 | 1232.00 |
| Supplier Total : | | | | | 1232.00 | 0.00 | 1232.00 |
| 1917 | EGGUM, CLINTON | | | | | | |
| 32834 | 13-Sep-2012 | | Issued | 139 | C | 400.00 | |
| 260254 | 01-4-2500-000 | PAYABLES - TRADE | | | 400.00 | | |
| Invoice Description --> | | SALMON BEACH - SECURITY | | | | | |
| Total : | | | | | 400.00 | 0.00 | 400.00 |
| Supplier Total : | | | | | 400.00 | 0.00 | 400.00 |
| 1937 | ELLINS ARCHITECT INC. | | | | | | |
| 32774 | 07-Sep-2012 | | Issued | 136 | C | 280.00 | |
| 2326 | 01-4-2500-000 | PAYABLES - TRADE | | | 280.00 | | |
| Invoice Description --> | | ACRD BOARD ROOM RENOVATION | | | | | |
| Total : | | | | | 280.00 | 0.00 | 280.00 |

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Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | | | | | |
|-------------------------|---|--|-------|--------|----------|--------|----------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Debit | Credit | Amount |
| Invoice No. | Account No. | Account Description | | | | | |
| Supplier Total : | | | | | 280.00 | 0.00 | 280.00 |
| ----- | | | | | | | |
| 1970 | EQUIFAX CANADA INC. | | | | | | |
| 32903 | 27-Sep-2012 | Issued | 143 | C | | | 11.20 |
| 7305137 | 01-4-2500-000 | PAYABLES - TRADE | | | 11.20 | | |
| Invoice Description --> | | AVLF CREDIT CHECKS | | | | | |
| Total : | | | | | 11.20 | 0.00 | 11.20 |
| Supplier Total : | | | | | 11.20 | 0.00 | 11.20 |
| ----- | | | | | | | |
| 2079 | FLOORING DEPOT | | | | | | |
| 32877 | 20-Sep-2012 | Issued | 142 | C | | | 11929.28 |
| 34687 | 01-4-2500-000 | PAYABLES - TRADE | | | 559.96 | | |
| Invoice Description --> | | BOARD ROOM RENOVATION - FLOORING - CAPITAL | | | | | |
| 34686 | 01-4-2500-000 | PAYABLES - TRADE | | | 11369.32 | | |
| Invoice Description --> | | BOARD ROOM RENOVATION - FLOORING - CAPITAL | | | | | |
| Total : | | | | | 11929.28 | 0.00 | 11929.28 |
| Supplier Total : | | | | | 11929.28 | 0.00 | 11929.28 |
| ----- | | | | | | | |
| 2067 | FORTISBC | | | | | | |
| 32835 | 13-Sep-2012 | Issued | 139 | C | | | 10.79 |
| AUG23/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 10.79 | | |
| Invoice Description --> | | BCVFD - MONTHLY NATURAL GAS FOR HALL | | | | | |
| Total : | | | | | 10.79 | 0.00 | 10.79 |
| Supplier Total : | | | | | 10.79 | 0.00 | 10.79 |
| ----- | | | | | | | |
| 2075 | FYFE'S WELL & WATER SERVICES | | | | | | |
| 32876 | 20-Sep-2012 | Issued | 142 | C | | | 8370.82 |
| 2012-1144 | 01-4-2500-000 | PAYABLES - TRADE | | | 8370.82 | | |
| Invoice Description --> | | LBA AIRPORT WATER SYSTEM SUPPLIES - SALT | | | | | |
| Total : | | | | | 8370.82 | 0.00 | 8370.82 |
| Supplier Total : | | | | | 8370.82 | 0.00 | 8370.82 |
| ----- | | | | | | | |
| 2119 | GEALL, ERIC | | | | | | |
| 32861 | 18-Sep-2012 | Issued | 141 | C | | | 1000.00 |
| EGADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | | |
| Invoice Description --> | | ADVANCE FOR 2012 UBCM CONVENTION | | | | | |
| Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| ----- | | | | | | | |
| 2140 | GEDDES, RICK | | | | | | |

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

| Supplier | Supplier Name | | | | | |
|---|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32777 | 07-Sep-2012 | Issued | 136 | C | | 600.00 |
| 66 | 01-4-2500-000 | PAYABLES - TRADE | | 600.00 | | |
| Invoice Description --> BCFVD - FIRST RESPONDER INITIAL CERT. (3 MEMBERS) | | | | | | |
| Total : | | | | 600.00 | 0.00 | 600.00 |
| Supplier Total : | | | | 600.00 | 0.00 | 600.00 |

| Supplier | Supplier Name | | | | | |
|---|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2125 | 07-Sep-2012 | Issued | 136 | C | | 2009.28 |
| 32776 | 01-4-2500-000 | PAYABLES - TRADE | | 2009.28 | | |
| 30476 | | | | | | |
| Invoice Description --> BCWS - REPAIR & MAINTENANCE | | | | | | |
| Total : | | | | 2009.28 | 0.00 | 2009.28 |
| Supplier Total : | | | | 2009.28 | 0.00 | 2009.28 |

| Supplier | Supplier Name | | | | | |
|---|---------------|---------------------|-------|----------|--------|----------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 4156 | 07-Sep-2012 | Issued | 136 | C | | 47783.06 |
| 32794 | 01-4-2500-000 | PAYABLES - TRADE | | 47783.06 | | |
| 16738 | | | | | | |
| Invoice Description --> LBA - ACAP PROJECTS | | | | | | |
| Total : | | | | 47783.06 | 0.00 | 47783.06 |
| Supplier Total : | | | | 47783.06 | 0.00 | 47783.06 |

| Supplier | Supplier Name | | | | | |
|--|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2253 | 07-Sep-2012 | Issued | 136 | C | | 112.00 |
| 32778 | 01-4-2500-000 | PAYABLES - TRADE | | 112.00 | | |
| 12-1179 | | | | | | |
| Invoice Description --> BCFVD - ANNUAL AED MEDICAL DIRECTION FEE FOR AED PROGRAM | | | | | | |
| 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 | |
| 2270 | 13-Sep-2012 | Issued | 139 | C | | 13640.64 |
| 32836 | 01-4-2500-000 | PAYABLES - TRADE | | 13640.64 | | |
| 160 | | | | | | |
| Invoice Description --> OFFICE RENOVATIONS - BOARD ROOM RENOVATION -CAPITAL | | | | | | |
| Total : | | | | 13640.64 | 0.00 | 13640.64 |
| Supplier Total : | | | | 13640.64 | 0.00 | 13640.64 |

| Supplier | Supplier Name | | | | | |
|--|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2300 | 13-Sep-2012 | Issued | 139 | C | | 539.16 |
| 32837 | 01-4-2500-000 | PAYABLES - TRADE | | 168.24 | | |
| D838797 | | | | | | |
| Invoice Description --> OFFICE SUPPLIES \$61.01, OFFICE PAPER \$9.60, PA RECYCLING \$63.68, WC RECY \$7.96, WC (| | | | | | |
| D857667 | 01-4-2500-000 | PAYABLES - TRADE | | 370.92 | | |
| Invoice Description --> OFFICE SUPPLIES \$246.19, TONER \$84.99 | | | | | | |

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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 | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 539.16 | 0.00 | 539.16 |
| Supplier Total : | | | | 539.16 | 0.00 | 539.16 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|-------------------------------------|---------------------|--------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2318 | GRAPHIC OFFICE INTERIORS LTD | | | | | |
| 32779 | 07-Sep-2012 | | Issued | 136 | C | 364.00 |
| 37124 | 01-4-2500-000 | PAYABLES - TRADE | | | 364.00 | |
| Invoice Description --> ACRD OFFICE CHAIR - ADMINISTRATION | | | | | | |
| Total : | | | | 364.00 | 0.00 | 364.00 |
| Supplier Total : | | | | 364.00 | 0.00 | 364.00 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|----------------------------|---------------------|--------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2353 | GREEN PRO SOLUTIONS | | | | | |
| 32781 | 07-Sep-2012 | | Issued | 136 | C | 1379.49 |
| 1598 | 01-4-2500-000 | PAYABLES - TRADE | | | 1379.49 | |
| Invoice Description --> BCWS - CITRA CRYSTALS - INDUSTRIAL DEGREASER | | | | | | |
| Total : | | | | 1379.49 | 0.00 | 1379.49 |
| Supplier Total : | | | | 1379.49 | 0.00 | 1379.49 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|--|--------------------------|---------------------|--------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2490 | HOLLAND, KATHLEEN | | | | | |
| 32838 | 13-Sep-2012 | | Issued | 139 | C | 500.00 |
| KHMILEAUG/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 500.00 | |
| Invoice Description --> SB MANAGER MILEAGE AUGUST 2012 | | | | | | |
| Total : | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | 500.00 | 0.00 | 500.00 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|---|--------------------------------------|---------------------|--------|--------|--------|--------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2491 | HOLLAND KATHLEEN (PETTY CASH) | | | | | |
| 32839 | 13-Sep-2012 | | Issued | 139 | C | 555.28 |
| PCSEPT5/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 254.35 | |
| Invoice Description --> SB SECURITY \$144.59, SEWAGE \$99.05 | | | | | | |
| PCAUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 300.93 | |
| Invoice Description --> SB - REC \$4, SECURITY \$45.90, SEWAGE \$233.37 | | | | | | |
| Total : | | | | 555.28 | 0.00 | 555.28 |
| Supplier Total : | | | | 555.28 | 0.00 | 555.28 |

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|---|-----------------------|---------------------|--------|--------|--------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 2560 | HOULE PRINTING | | | | | |
| 32782 | 07-Sep-2012 | | Issued | 136 | C | 1784.72 |
| 11271 | 01-4-2500-000 | PAYABLES - TRADE | | | 28.00 | |
| Invoice Description --> SL OCP - FOLDING | | | | | | |
| 11152 | 01-4-2500-000 | PAYABLES - TRADE | | | 70.00 | |
| Invoice Description --> EMERGENCY PLANNING -SIGNS | | | | | | |
| 11319 | 01-4-2500-000 | PAYABLES - TRADE | | | 118.72 | |
| Invoice Description --> BUILDING INSPECTION -PERMIT CARDS | | | | | | |

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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 | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 11349 | 01-4-2500-000 | PAYABLES - TRADE | | 1568.00 | | |
| Invoice Description --> AVLF & WCLF RECYCLING & GARBAGE INSERTS FOR 2012 BILLING | | | | | | |
| Total : | | | | 1784.72 | 0.00 | 1784.72 |
| Supplier Total : | | | | 1784.72 | 0.00 | 1784.72 |

| 2772 ISLAND FIRE PROTECTION LTD. | | | | | | |
|---|---------------|------------------|--------|--------|------|--------|
| 32783 | 07-Sep-2012 | | Issued | 136 | C | 291.09 |
| 7625 | 01-4-2500-000 | PAYABLES - TRADE | | | | 291.09 |
| Invoice Description --> LBA - WEATHER STATION FIRE EXTINGUISHER RECHG & HYRDO STATIC TEST | | | | | | |
| Total : | | | | 291.09 | 0.00 | 291.09 |
| Supplier Total : | | | | 419.22 | 0.00 | 419.22 |

| | | | | | | |
|--|---------------|------------------|--------|--------|------|--------|
| 32904 | 27-Sep-2012 | | Issued | 143 | C | 128.13 |
| 7769 | 01-4-2500-000 | PAYABLES - TRADE | | | | 128.13 |
| Invoice Description --> BCVFD - HYDROSTATIC TESTING SCBA & CYLINDER NECK CRACK VISUAL CHECKS | | | | | | |
| Total : | | | | 128.13 | 0.00 | 128.13 |
| Supplier Total : | | | | 419.22 | 0.00 | 419.22 |

| 2778 ISLAND TRACTOR & SUPPLY LTD. | | | | | | |
|---|---------------|------------------|--------|---------|------|---------|
| 32878 | 20-Sep-2012 | | Issued | 142 | C | 1272.31 |
| 38021 | 01-4-2500-000 | PAYABLES - TRADE | | | | -69.91 |
| Invoice Description --> AVRA - REPLACE LBA TRACTOR WINDOW BROKEN WHEN MOWING AT AVRA - CREDIT MEMO | | | | | | |
| 2894S | 01-4-2500-000 | PAYABLES - TRADE | | | | 639.59 |
| Invoice Description --> AVRA - REPLACE LBA TRACTOR WINDOW BROKEN WHEN MOWING AT AVRA - LABOUR & PAR | | | | | | |
| 3856I | 01-4-2500-000 | PAYABLES - TRADE | | | | 702.63 |
| Invoice Description --> AVRA - REPLACE LBA TRACTOR WINDOW BROKEN WHEN MOWING AT AVRA - GLASS | | | | | | |
| Total : | | | | 1272.31 | 0.00 | 1272.31 |
| Supplier Total : | | | | 1272.31 | 0.00 | 1272.31 |

| 2799 JACK, JOHN A | | | | | | |
|--|---------------|------------------|--------|--------|------|--------|
| 32862 | 18-Sep-2012 | | Issued | 141 | C | 500.00 |
| JJADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | | | 500.00 |
| Invoice Description --> ADVANCE FOR 2012 UBCM CONVENTION | | | | | | |
| Total : | | | | 500.00 | 0.00 | 500.00 |
| Supplier Total : | | | | 500.00 | 0.00 | 500.00 |

| 2785 JACK'S EXCEL TIRE CENTRE | | | | | | |
|--|---------------|------------------|--------|-----|---|--------|
| 32879 | 20-Sep-2012 | | Issued | 142 | C | 510.61 |
| 107484 | 01-4-2500-000 | PAYABLES - TRADE | | | | 22.40 |
| Invoice Description --> JEEP LIBERTY - FLAT REPAIR | | | | | | |
| 107190 | 01-4-2500-000 | PAYABLES - TRADE | | | | 488.21 |
| Invoice Description --> LBA SWEEPER TIRES | | | | | | |

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

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|--|---|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| Total : | | | | | 510.61 | 0.00 | 510.61 |
| Supplier Total : | | | | | 510.61 | 0.00 | 510.61 |
| ----- | | | | | | | |
| 2840 | JUSTICE INSTITUTE | | | | | | |
| 32905 | 27-Sep-2012 | | Issued | 143 | C | 252.00 | |
| 20031743 | 01-4-2500-000 | PAYABLES - TRADE | | | 252.00 | | |
| Invoice Description --> | | BCVFD - FIRST RESPONDER COURSE - 3 MEMBERS | | | | | |
| Total : | | | | | 252.00 | 0.00 | 252.00 |
| Supplier Total : | | | | | 252.00 | 0.00 | 252.00 |
| ----- | | | | | | | |
| 2893 | KLEHKOOT MARINA | | | | | | |
| 32881 | 20-Sep-2012 | | Issued | 142 | C | 332.12 | |
| 7 | 01-4-2500-000 | PAYABLES - TRADE | | | 332.12 | | |
| Invoice Description --> | | SLMP BOAT FUEL AUGUST 2012 | | | | | |
| Total : | | | | | 332.12 | 0.00 | 332.12 |
| Supplier Total : | | | | | 332.12 | 0.00 | 332.12 |
| ----- | | | | | | | |
| 2866 | KLITSA DOORS (2012) LTD. | | | | | | |
| 32880 | 20-Sep-2012 | | Issued | 142 | C | 694.40 | |
| 14 | 01-4-2500-000 | PAYABLES - TRADE | | | 694.40 | | |
| Invoice Description --> | | SL PARKS - COUGAR SMITH PARK NEW BATHROOM DOOR | | | | | |
| Total : | | | | | 694.40 | 0.00 | 694.40 |
| Supplier Total : | | | | | 694.40 | 0.00 | 694.40 |
| ----- | | | | | | | |
| 2877 | KOERS & ASSOCIATES ENGINEERING LTD. | | | | | | |
| 32906 | 27-Sep-2012 | | Issued | 143 | C | 9470.80 | |
| 1245-001 | 01-4-2500-000 | PAYABLES - TRADE | | | 1785.11 | | |
| Invoice Description --> | | BCWS - PUMPER TRUCK ENGINEERING - CAPITAL | | | | | |
| 1204-008 | 01-4-2500-000 | PAYABLES - TRADE | | | 7685.69 | | |
| Invoice Description --> | | BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE | | | | | |
| Total : | | | | | 9470.80 | 0.00 | 9470.80 |
| Supplier Total : | | | | | 9470.80 | 0.00 | 9470.80 |
| ----- | | | | | | | |
| 3026 | L'HEUREUX, LAURIE | | | | | | |
| 32882 | 20-Sep-2012 | | Issued | 142 | C | 94.94 | |
| LLLEPT9/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 94.94 | | |
| Invoice Description --> | | EMERGENCY PLANNING - FALL FAIR BOOTH | | | | | |
| Total : | | | | | 94.94 | 0.00 | 94.94 |

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Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | | |
|--|---------------|---------------------|--------|-------|------------|------------|------|------------|
| Chq/Ref # | Cheque Date | | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | | |
| 2890 L.B. WOODCHOPPERS LTD. | | | | | | | | |
| 32784 | 07-Sep-2012 | | Issued | 136 | C | 127.68 | | |
| 153858 | 01-4-2500-000 | PAYABLES - TRADE | | | 127.68 | | | |
| Invoice Description --> BCWS - BRUSHCUTTER RENTAL | | | | | | | | |
| Total : | | | | | | 94.94 | 0.00 | 94.94 |
| Supplier Total : | | | | | | 94.94 | 0.00 | 94.94 |
| 0200 LADY ROSE MARINE SERVICES | | | | | | | | |
| 32817 | 13-Sep-2012 | | Issued | 139 | C | 3810.77 | | |
| LRAUG/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 3810.77 | | | |
| Invoice Description --> BAMFIELD BINS \$3190, POSTAGE \$23, BWS \$189.47 | | | | | | | | |
| Total : | | | | | | 3810.77 | 0.00 | 3810.77 |
| Supplier Total : | | | | | | 3810.77 | 0.00 | 3810.77 |
| 3020 LAFARGE CANADA INC. | | | | | | | | |
| 32786 | 07-Sep-2012 | | Issued | 136 | C | 2575451.17 | | |
| PP2 | 01-4-2500-000 | PAYABLES - TRADE | | | 2575451.17 | | | |
| Invoice Description --> LBA RUNWAY 11-29 PAVEMENT REHAB PROGRESS PYMT #2 | | | | | | | | |
| Total : | | | | | | 2575451.17 | 0.00 | 2575451.17 |
| Supplier Total : | | | | | | 2575451.17 | 0.00 | 2575451.17 |
| 3008 LAND TITLE AND SURVEY AUTHORITY OF B.C. | | | | | | | | |
| 32907 | 27-Sep-2012 | | Issued | 143 | C | 23.90 | | |
| DVC12004 | 01-4-2500-000 | PAYABLES - TRADE | | | 23.90 | | | |
| Invoice Description --> DEVELOPMENT VARIANCE DVC12004 - BURMEISTER | | | | | | | | |
| Total : | | | | | | 23.90 | 0.00 | 23.90 |
| Supplier Total : | | | | | | 23.90 | 0.00 | 23.90 |
| 3011 LANDWORKS CONSULTANTS INC | | | | | | | | |
| 32785 | 07-Sep-2012 | | Issued | 136 | C | 1411.20 | | |
| 13002 | 01-4-2500-000 | PAYABLES - TRADE | | | 1411.20 | | | |
| Invoice Description --> RURAL OCP'S PROJECT | | | | | | | | |
| Total : | | | | | | 1411.20 | 0.00 | 1411.20 |
| Supplier Total : | | | | | | 1411.20 | 0.00 | 1411.20 |
| 3272 MCCONNELL, SHAWN | | | | | | | | |
| 32841 | 13-Sep-2012 | | Issued | 139 | C | 2917.53 | | |
| 746562 | 01-4-2500-000 | PAYABLES - TRADE | | | 1115.67 | | | |
| Invoice Description --> RURAL OCP'S PROJECT | | | | | | | | |
| Total : | | | | | | 2917.53 | 0.00 | 2917.53 |
| Supplier Total : | | | | | | 2917.53 | 0.00 | 2917.53 |

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Cheque Register - Detail - Supp.



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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | Status | Batch | Medium | Amount |
|-------------------------|------------------------------------|---------------------|-------|---------|--------|
| Chq/Ref # | Cheque Date | | | Debit | Credit |
| Invoice No. | Account No. | Account Description | | | |
| Invoice Description --> | AUGUST MILLSTREAM WATER CONTRACTOR | | | | |
| 746563 | 01-4-2500-000 | PAYABLES - TRADE | | 1801.86 | |
| Invoice Description --> | AUGUST LONG BEACH WATER CONTRACTOR | | | | |
| Total : | | | | 2917.53 | 0.00 |
| Supplier Total : | | | | 2917.53 | 0.00 |

| 3270 MCCOY LAKE EXCAVATING LTD | | | | | |
|---------------------------------------|--|------------------|--------|-----|----------|
| 332787 | 07-Sep-2012 | | Issued | 136 | C 621.60 |
| 2359 | 01-4-2500-000 | PAYABLES - TRADE | | | 621.60 |
| Invoice Description --> | STRICK ROAD CLEAN UP & SHOULDER REPAIR | | | | |
| Total : | | | | | 621.60 |
| 332840 | 13-Sep-2012 | | Issued | 139 | C 900.48 |
| 2369 | 01-4-2500-000 | PAYABLES - TRADE | | | 900.48 |
| Invoice Description --> | BCWS - TOMSWOOD ROAD SERVICE LEAK | | | | |
| Total : | | | | | 900.48 |
| Supplier Total : | | | | | 1522.08 |

| 3280 MCGILL & ASSOCIATES ENGINEERING | | | | | |
|---|---------------------------------------|------------------|--------|-----|-----------|
| 332883 | 20-Sep-2012 | | Issued | 142 | C 8806.52 |
| 13951 | 01-4-2500-000 | PAYABLES - TRADE | | | 100.80 |
| Invoice Description --> | SALMON BEACH SEWAGE FIELD | | | | |
| 13947 | 01-4-2500-000 | PAYABLES - TRADE | | | 117.60 |
| Invoice Description --> | AVLF ANNUAL REPORTING | | | | |
| 13953 | 01-4-2500-000 | PAYABLES - TRADE | | | 126.00 |
| Invoice Description --> | LBA WATER SYSTEM EVALUATION | | | | |
| 13949 | 01-4-2500-000 | PAYABLES - TRADE | | | 138.60 |
| Invoice Description --> | WCLF GENERAL CONSULTING | | | | |
| 13946 | 01-4-2500-000 | PAYABLES - TRADE | | | 231.00 |
| Invoice Description --> | AVLF GENERAL CONSULTING | | | | |
| 13952 | 01-4-2500-000 | PAYABLES - TRADE | | | 235.20 |
| Invoice Description --> | WCLF ANNUAL REPORTING | | | | |
| 13950 | 01-4-2500-000 | PAYABLES - TRADE | | | 1030.08 |
| Invoice Description --> | WCLF LEACHATE EXCURSION INVESTIGATION | | | | |
| 13948 | 01-4-2500-000 | PAYABLES - TRADE | | | 6827.24 |
| Invoice Description --> | LBA ACCESS ROAD CULVERTS | | | | |
| Total : | | | | | 8806.52 |

| | | | | | |
|-------------------------|--|------------------|--------|-----|-----------|
| 332908 | 27-Sep-2012 | | Issued | 143 | C 4131.67 |
| 13966 | 01-4-2500-000 | PAYABLES - TRADE | | | 587.16 |
| Invoice Description --> | SLVFD - LAKESHORE FIREHALL SEISMIC UPGRADE | | | | |
| 13965 | 01-4-2500-000 | PAYABLES - TRADE | | | 3544.51 |
| Invoice Description --> | SLVFD - HAROLD BISHOP FIREHALL SEISMIC UPGRADE | | | | |
| Total : | | | | | 4131.67 |

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Supplier : 0001 To 9193
 Trans. Date : 01-Sep-2012 To 30-Sep-2012
 Cheque Date : 01-Sep-2012 To 30-Sep-2012
 Cheque No. : All
 Batch No. : All

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | | |
|---|------------------------------------|---------------------|--------|----------|---------|----------|---------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | | |
| Invoice No. | Account No. | Account Description | | | | | |
| Supplier Total : | | | | 12938.19 | 0.00 | 12938.19 | |
| ----- | | | | | | | |
| 3353 | MEUNIER, NORMAN | | | | | | |
| 332789 | 07-Sep-2012 | | Issued | 136 | C | 300.00 | |
| 551073 | 01-4-2500-000 | PAYABLES - TRADE | | | 300.00 | | |
| Invoice Description --> BCWS CONSULTING (180) BWS CONSULTING (120) | | | | | | | |
| Total : | | | | | 300.00 | 0.00 | 300.00 |
| Supplier Total : | | | | | 300.00 | 0.00 | 300.00 |
| ----- | | | | | | | |
| 3505 | MFA LEASING | | | | | | |
| AUTO56598 | 28-Sep-2012 | | Issued | 147 | E | 2724.23 | |
| BAMFIRE56598 | 01-4-2500-000 | PAYABLES - TRADE | | | 2724.23 | | |
| Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT | | | | | | | |
| Total : | | | | | 2724.23 | 0.00 | 2724.23 |
| AUTO56599 | 28-Sep-2012 | | Issued | 147 | E | 1654.31 | |
| LBTRACT56599 | 01-4-2500-000 | PAYABLES - TRADE | | | 1654.31 | | |
| Invoice Description --> LBA TRACTOR LEASE | | | | | | | |
| Total : | | | | | 1654.31 | 0.00 | 1654.31 |
| Supplier Total : | | | | | 4378.54 | 0.00 | 4378.54 |
| ----- | | | | | | | |
| 3340 | MINISTER OF FINANCE | | | | | | |
| 332788 | 07-Sep-2012 | | Issued | 136 | C | 1744.00 | |
| MSPSEPT12 | 01-4-2500-000 | PAYABLES - TRADE | | | 1744.00 | | |
| Invoice Description --> MSP PREMIUMS FOR SEPTEMBER 2012 | | | | | | | |
| Total : | | | | | 1744.00 | 0.00 | 1744.00 |
| Supplier Total : | | | | | 1744.00 | 0.00 | 1744.00 |
| ----- | | | | | | | |
| 3370 | MINISTER OF FINANCE | | | | | | |
| 332790 | 07-Sep-2012 | | Issued | 136 | C | 14.00 | |
| NRC-REQAUG31/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 14.00 | | |
| Invoice Description --> REQUEST FOR INFORMATION - FISHERIES COMMITTEE | | | | | | | |
| Total : | | | | | 14.00 | 0.00 | 14.00 |
| 332884 | 20-Sep-2012 | | Issued | 142 | C | 150.00 | |
| SEPT6/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 150.00 | | |
| Invoice Description --> SL PARKS - WATER LICENCE FEE | | | | | | | |
| Total : | | | | | 150.00 | 0.00 | 150.00 |
| Supplier Total : | | | | | 164.00 | 0.00 | 164.00 |
| ----- | | | | | | | |
| 3500 | MUNICIPAL FINANCE AUTHORITY | | | | | | |
| EFT-16 | 05-Sep-2012 | | Issued | 145 | E | 29.18 | |

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Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount |
|--|---------------|---------------------|-------------|--------|----------|----------|--------|
| Invoice No. | Account No. | Account Description | Debit | Credit | | | |
| 08/2012TEMP | 01-4-2500-000 | PAYABLES - TRADE | 29.18 | | | | |
| Invoice Description --> TEMPORARY BORROWING INTEREST | | | | | | | |
| Total : | | | 29.18 | 0.00 | 29.18 | | |
| EFT-17 | 25-Sep-2012 | | Issued | 145 | E | 12851.90 | |
| 64-2/2012 | 01-4-2500-000 | PAYABLES - TRADE | 12851.90 | | | | |
| Invoice Description --> DEBENTURE DEBT | | | | | | | |
| Total : | | | 12851.90 | 0.00 | 12851.90 | | |
| Supplier Total : | | | 12881.08 | 0.00 | 12881.08 | | |

| 3490 MUNICIPAL PENSION PLAN | | | | | | | |
|---|---------------|------------------|--------|-----|----------|---------|----------|
| EFT-18 | 17-Sep-2012 | | Issued | 147 | E | 7240.32 | |
| SEPT2/12 - SUPER | 01-4-2500-000 | PAYABLES - TRADE | | | | 7240.32 | |
| Invoice Description --> PP ENDING SEPTEMBER 2 - SUPERANNUATION | | | | | | | |
| Total : | | | | | 7240.32 | 0.00 | 7240.32 |
| EFT-19 | 28-Sep-2012 | | Issued | 147 | E | 7248.00 | |
| SEPT16/12 - SUPER | 01-4-2500-000 | PAYABLES - TRADE | | | | 7248.00 | |
| Invoice Description --> PP ENDING SEPTEMBER 16 - SUPERANNUATION | | | | | | | |
| Total : | | | | | 7248.00 | 0.00 | 7248.00 |
| Supplier Total : | | | | | 14488.32 | 0.00 | 14488.32 |

| 3551 MYRES, LINDA | | | | | | | |
|--|---------------|------------------|--------|-----|--------|--------|--------|
| 32842 | 13-Sep-2012 | | Issued | 139 | C | 483.87 | |
| LMAUG13/11 | 01-4-2500-000 | PAYABLES - TRADE | | | | 483.87 | |
| Invoice Description --> BCEP - LAPTOP, MOUSE & 5 USB'S | | | | | | | |
| Total : | | | | | 483.87 | 0.00 | 483.87 |
| Supplier Total : | | | | | 483.87 | 0.00 | 483.87 |

| 2010 OUGHTRED COFFEE & TEA LTD. | | | | | | | |
|--|---------------|------------------|--------|-----|--------|--------|--------|
| 32775 | 07-Sep-2012 | | Issued | 136 | C | 100.48 | |
| 64288 | 01-4-2500-000 | PAYABLES - TRADE | | | | 100.48 | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | | |
| Total : | | | | | 100.48 | 0.00 | 100.48 |
| Supplier Total : | | | | | 100.48 | 0.00 | 100.48 |

| 3779 OWL CUSTOM WOODWORKS | | | | | | | |
|---|---------------|------------------|--------|-----|---------|---------|---------|
| 32885 | 20-Sep-2012 | | Issued | 142 | C | 2240.00 | |
| FINALRSEPT12/12 | 01-4-2500-000 | PAYABLES - TRADE | | | | 2240.00 | |
| Invoice Description --> OFFICE RENOVATIONS - BOARD ROOM KITCHENETTE FINAL | | | | | | | |
| Total : | | | | | 2240.00 | 0.00 | 2240.00 |

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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|--|---------------|---------------------|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| 3792 PACIFIC BLUE CROSS | | | | | | | |
| 332791 | 07-Sep-2012 | | Issued | 136 | C | 4877.76 | |
| BCWS - PBCSEPT1: | 01-4-2500-000 | PAYABLES - TRADE | | | 673.35 | | |
| Invoice Description --> BCWS - SEPTEMBER 2012 PREMIUMS | | | | | | | |
| PBCSEPT12 | 01-4-2500-000 | PAYABLES - TRADE | | | 4204.41 | | |
| Invoice Description --> AUGUST 2012 PREMIUMS | | | | | | | |
| Total : | | | | | 4877.76 | 0.00 | 4877.76 |
| Supplier Total : | | | | | 2240.00 | 0.00 | 2240.00 |
| 32910 | | | | | | | |
| 332910 | 27-Sep-2012 | | Issued | 143 | C | 4843.20 | |
| PBCOCT12 | 01-4-2500-000 | PAYABLES - TRADE | | | 4843.20 | | |
| Invoice Description --> OCTOBER 2012 PREMIUMS | | | | | | | |
| Total : | | | | | 4843.20 | 0.00 | 4843.20 |
| Supplier Total : | | | | | 9720.96 | 0.00 | 9720.96 |
| 4010 PETRO CANADA | | | | | | | |
| 332843 | 13-Sep-2012 | | Issued | 139 | C | 717.72 | |
| PCAUG12 | 01-4-2500-000 | PAYABLES - TRADE | | | 717.72 | | |
| Invoice Description --> FUEL RD VEHICLES | | | | | | | |
| Total : | | | | | 717.72 | 0.00 | 717.72 |
| Supplier Total : | | | | | 717.72 | 0.00 | 717.72 |
| 1463 PORT ALBERNI PARKS & RECREATION | | | | | | | |
| 332828 | 13-Sep-2012 | | Issued | 139 | C | 143.36 | |
| 18879 | 01-4-2500-000 | PAYABLES - TRADE | | | 143.36 | | |
| Invoice Description --> BOARD MEETING - SEPTEMBER 12, 2012 | | | | | | | |
| Total : | | | | | 143.36 | 0.00 | 143.36 |
| Supplier Total : | | | | | 143.36 | 0.00 | 143.36 |
| 4115 PRICE'S ALARM SYSTEM LTD | | | | | | | |
| 332793 | 07-Sep-2012 | | Issued | 136 | C | 87.79 | |
| 1599807 | 01-4-2500-000 | PAYABLES - TRADE | | | 19.79 | | |
| Invoice Description --> BCVFD - CHANGE TO CONTRACT FOR AUGUST 9 TO SEPT 30, 2012 | | | | | | | |
| 1599806 | 01-4-2500-000 | PAYABLES - TRADE | | | 68.00 | | |
| Invoice Description --> BCVFD - ELECTRICAL PERMIT - ALTERATION | | | | | | | |
| Total : | | | | | 87.79 | 0.00 | 87.79 |
| Supplier Total : | | | | | 87.79 | 0.00 | 87.79 |
| 4180 PUROLATOR COURIER SERVICE | | | | | | | |
| 332795 | 07-Sep-2012 | | Issued | 136 | C | 20.69 | |
| 417492183 | 01-4-2500-000 | PAYABLES - TRADE | | | 20.69 | | |

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Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|---|-----------------------------------|---------------------|--------|---------|--------|---------|
| Chq/Ref # | Cheque Date | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | |
| Invoice Description --> POSTAGE | | | | | | |
| Total : | | | | 20.69 | 0.00 | 20.69 |
| 32911 | 27-Sep-2012 | | Issued | 143 | C | 19.87 |
| 417707693 | 01-4-2500-000 | PAYABLES - TRADE | | 19.87 | | |
| Invoice Description --> POSTAGE | | | | | | |
| Total : | | | | 19.87 | 0.00 | 19.87 |
| Supplier Total : | | | | 40.56 | 0.00 | 40.56 |
| ----- | | | | | | |
| 4184 | QT TECHNOLOGIES | | | | | |
| 32796 | 07-Sep-2012 | | Issued | 136 | C | 638.51 |
| F4654RJJDXD | 01-4-2500-000 | PAYABLES - TRADE | | 638.51 | | |
| Invoice Description --> AVRA - FUEL SYSTEM PARTS REPLACEMENT | | | | | | |
| Total : | | | | 638.51 | 0.00 | 638.51 |
| Supplier Total : | | | | 638.51 | 0.00 | 638.51 |
| ----- | | | | | | |
| 4187 | QUALITY FOODS-PORT ALBERNI | | | | | |
| 32912 | 27-Sep-2012 | | Issued | 143 | C | 61.59 |
| 63 278584 | 01-4-2500-000 | PAYABLES - TRADE | | 61.59 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| Total : | | | | 61.59 | 0.00 | 61.59 |
| Supplier Total : | | | | 61.59 | 0.00 | 61.59 |
| ----- | | | | | | |
| 4213 | RACETTE, DERRICK | | | | | |
| 32886 | 20-Sep-2012 | | Issued | 142 | C | 122.00 |
| AVLFREF | 01-4-2500-000 | PAYABLES - TRADE | | 122.00 | | |
| Invoice Description --> AVLF LANDFILL FEES REFUNDED | | | | | | |
| Total : | | | | 122.00 | 0.00 | 122.00 |
| Supplier Total : | | | | 122.00 | 0.00 | 122.00 |
| ----- | | | | | | |
| 4220 | RAYNER & BRACHT LTD | | | | | |
| 32844 | 13-Sep-2012 | | Issued | 139 | C | 3696.00 |
| 2012179 | 01-4-2500-000 | PAYABLES - TRADE | | 3696.00 | | |
| Invoice Description --> BAMFIELD BIN CHARGES | | | | | | |
| Total : | | | | 3696.00 | 0.00 | 3696.00 |
| Supplier Total : | | | | 3696.00 | 0.00 | 3696.00 |
| ----- | | | | | | |
| 4510 | RBC ROYAL BANK VISA | | | | | |
| 32913 | 27-Sep-2012 | | Issued | 143 | C | 1819.06 |
| AUG27/12 | 01-4-2500-000 | PAYABLES - TRADE | | 1819.06 | | |
| Invoice Description --> BCFVD - TRAINING \$375.26, TELEPHONE \$476.91, TOOLS \$797.42 | | | | | | |

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Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 1819.06 | 0.00 | 1819.06 |
| Supplier Total : | | | | 1819.06 | 0.00 | 1819.06 |

| 4280 RECEIVER GENERAL FOR CANADA | | | | | | | |
|---|---------------|------------------|--------|-----|----------|----------|----------|
| 32797 | 07-Sep-2012 | | Issued | 136 | C | 14746.59 | |
| PD7A - AUG19/12 DI | 01-4-2500-000 | PAYABLES - TRADE | | | 591.95 | | |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING AUGUST 19, 2012 | | | | | | | |
| PD7A - AUG19/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 14154.64 | | |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING AUGUST 19, 2012 | | | | | | | |
| Total : | | | | | 14746.59 | 0.00 | 14746.59 |
| Supplier Total : | | | | | 34411.37 | 0.00 | 34411.37 |
| 32887 | 20-Sep-2012 | | Issued | 142 | C | 19664.78 | |
| 4280 - 56345 | 01-4-2500-000 | PAYABLES - TRADE | | | 0.00 | | |
| Invoice Description --> Payroll Remittance BN: | | | | | | | |
| PD7A - SEPT 2/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 19664.78 | | |
| Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING AUGUST 19, 2012 | | | | | | | |
| Total : | | | | | 19664.78 | 0.00 | 19664.78 |
| Supplier Total : | | | | | 34411.37 | 0.00 | 34411.37 |

| 4374 RLR LAWYERS | | | | | | | |
|------------------------------------|---------------|------------------|--------|-----|---------|---------|---------|
| 32845 | 13-Sep-2012 | | Issued | 139 | C | 1820.73 | |
| V1434 | 01-4-2500-000 | PAYABLES - TRADE | | | 1820.73 | | |
| Invoice Description --> LEGAL FEES | | | | | | | |
| Total : | | | | | 1820.73 | 0.00 | 1820.73 |
| Supplier Total : | | | | | 1820.73 | 0.00 | 1820.73 |

| 4491 ROMPRE, SUZANNE | | | | | | | |
|---|---------------|------------------|--------|-----|--------|--------|--------|
| 32798 | 07-Sep-2012 | | Issued | 136 | C | 700.00 | |
| AUG1-31/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 700.00 | | |
| Invoice Description --> AUGUST BAMFIELD TRANSFER STATION CONTRACTOR | | | | | | | |
| Total : | | | | | 700.00 | 0.00 | 700.00 |
| Supplier Total : | | | | | 700.00 | 0.00 | 700.00 |

| 4599 SCHMIDT BOBCAT & TRUCKING LTD | | | | | | | |
|---|---------------|------------------|--------|-----|---------|---------|---------|
| 32799 | 07-Sep-2012 | | Issued | 136 | C | 1116.64 | |
| 545391 | 01-4-2500-000 | PAYABLES - TRADE | | | 1116.64 | | |
| Invoice Description --> AVLF - REPAIR DAMAGED RAILING | | | | | | | |
| Total : | | | | | 1116.64 | 0.00 | 1116.64 |

| | | | | | | |
|---|---------------|------------------|--------|-----|--------|--------|
| 32846 | 13-Sep-2012 | | Issued | 139 | C | 694.40 |
| 545394 | 01-4-2500-000 | PAYABLES - TRADE | | | 694.40 | |
| Invoice Description --> AVLF - REPAIR DAMAGED RAILING | | | | | | |

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Cheque No. : All
Batch No. : All

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

| Supplier | Supplier Name | Status | Batch | Medium | Amount | |
|-------------------------|---------------|---------------------|-------|---------|--------|---------|
| Chq/Ref # | Cheque Date | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| Total : | | | | 694.40 | 0.00 | 694.40 |
| Supplier Total : | | | | 1811.04 | 0.00 | 1811.04 |

4613 SEW WEST SIGNS

| | | | | | | |
|---|---------------|------------------|--------|--------|--------|--------|
| 32847 | 13-Sep-2012 | | Issued | 139 | C | 218.40 |
| 14 | 01-4-2500-000 | PAYABLES - TRADE | | | 218.40 | |
| Invoice Description --> SALMON BEACH - SECURITY | | | | | | |
| Total : | | | | 218.40 | 0.00 | 218.40 |
| Supplier Total : | | | | 218.40 | 0.00 | 218.40 |

4645 SHAW CABLE

| | | | | | | |
|--|---------------|------------------|--------|--------|--------|--------|
| 32888 | 20-Sep-2012 | | Issued | 142 | C | 790.67 |
| SEPT9/12 - BCWS 1 | 01-4-2500-000 | PAYABLES - TRADE | | | 83.94 | |
| Invoice Description --> BCWS - OFFICE INTERNET - 6038 BEAVER CREEK ROAD - OCTOBER 2012 | | | | | | |
| SEPT9/12 - BCWS 2 | 01-4-2500-000 | PAYABLES - TRADE | | | 89.54 | |
| Invoice Description --> BCWS - INTERNET 7656 BEAVER CREEK ROAD - OCTOBER 2012 | | | | | | |
| SEPT9/12 - BCWS 3 | 01-4-2500-000 | PAYABLES - TRADE | | | 89.54 | |
| Invoice Description --> BCWS - INTERNET 5150 DARNLEY ROAD - OCTOBER 2012 | | | | | | |
| OCT9/12-1 | 01-4-2500-000 | PAYABLES - TRADE | | | 113.06 | |
| Invoice Description --> ACRD OFFICE - COMPUTER BROADBAND | | | | | | |
| SEPT9/12 - BCWS 4 | 01-4-2500-000 | PAYABLES - TRADE | | | 134.30 | |
| Invoice Description --> BCWS - 7702 SPORTSMAN RD PUMPHOUSE - OCTOBER 2012 | | | | | | |
| OCT9/12 | 01-4-2500-000 | PAYABLES - TRADE | | | 138.49 | |
| Invoice Description --> ACRD OFFICE - COMPUTER BROADBAND | | | | | | |
| SEPT9/12 - BCWS 5 | 01-4-2500-000 | PAYABLES - TRADE | | | 141.80 | |
| Invoice Description --> BCWS - KITSUKSIS PUMPHOUSE - OCTOBER 2012 | | | | | | |
| Total : | | | | 790.67 | 0.00 | 790.67 |

| | | | | | | |
|--|---------------|------------------|--------|--------|--------|--------|
| 32914 | 27-Sep-2012 | | Issued | 143 | C | 105.48 |
| SEPT9/12 - BCVFD | 01-4-2500-000 | PAYABLES - TRADE | | | 105.48 | |
| Invoice Description --> BCVFD - INTERNET SERVICE | | | | | | |
| Total : | | | | 105.48 | 0.00 | 105.48 |
| Supplier Total : | | | | 896.15 | 0.00 | 896.15 |

4728 SONBIRD REFUSE & RECYCLING LTD.

| | | | | | | |
|---|---------------|------------------|--------|----------|----------|----------|
| 32848 | 13-Sep-2012 | | Issued | 139 | C | 18656.06 |
| 13601 | 01-4-2500-000 | PAYABLES - TRADE | | | 18656.06 | |
| Invoice Description --> AUGUST WC GARBAGE & RECYCLING | | | | | | |
| Total : | | | | 18656.06 | 0.00 | 18656.06 |
| Supplier Total : | | | | 18656.06 | 0.00 | 18656.06 |

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Date : Oct 02, 2012 **Time :** 3:16 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | | | | |
|---|---------------|---------------------|-------|--------|--------|-------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32849 | 13-Sep-2012 | Issued | 139 | C | | 53.15 |
| 1563139 | 01-4-2500-000 | PAYABLES - TRADE | | 25.46 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| 1563140 | 01-4-2500-000 | PAYABLES - TRADE | | 27.69 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| Total : | | | | 53.15 | 0.00 | 53.15 |
| Supplier Total : | | | | 53.15 | 0.00 | 53.15 |

| 4785 STEWART MCDANNOLD STUART | | | | | | |
|--------------------------------------|---------------|------------------|-----|---------|------|---------|
| 32800 | 07-Sep-2012 | Issued | 136 | C | | 390.45 |
| 61776 | 01-4-2500-000 | PAYABLES - TRADE | | 390.45 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| Total : | | | | 390.45 | 0.00 | 390.45 |
| Supplier Total : | | | | 390.45 | 0.00 | 390.45 |
| <hr/> | | | | | | |
| 32889 | 20-Sep-2012 | Issued | 142 | C | | 2812.12 |
| 62031 | 01-4-2500-000 | PAYABLES - TRADE | | 54.60 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| 62033 | 01-4-2500-000 | PAYABLES - TRADE | | 163.43 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| 62032 | 01-4-2500-000 | PAYABLES - TRADE | | 188.85 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| 62034 | 01-4-2500-000 | PAYABLES - TRADE | | 1165.19 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| 62035 | 01-4-2500-000 | PAYABLES - TRADE | | 1240.05 | | |
| Invoice Description --> LEGAL FEES | | | | | | |
| Total : | | | | 2812.12 | 0.00 | 2812.12 |
| Supplier Total : | | | | 3202.57 | 0.00 | 3202.57 |

| 4885 SUN COAST WASTE SERVICES | | | | | | |
|--|---------------|------------------|-----|----------|------|----------|
| 32801 | 07-Sep-2012 | Issued | 136 | C | | 24350.40 |
| 95030 | 01-4-2500-000 | PAYABLES - TRADE | | 126.96 | | |
| Invoice Description --> AV RECYCLING - INCREASES IN HOUSE COUNT (26) FOR JULY 2012 FORWARD | | | | | | |
| 94840 | 01-4-2500-000 | PAYABLES - TRADE | | 24223.44 | | |
| Invoice Description --> AUGUST AV RECYCLING CONTRACT | | | | | | |
| Total : | | | | 24350.40 | 0.00 | 24350.40 |
| Supplier Total : | | | | 24350.40 | 0.00 | 24350.40 |

| 4955 TAB - CANADA | | | | | | |
|---|---------------|------------------|-----|---------|------|---------|
| 32850 | 13-Sep-2012 | Issued | 139 | C | | 3654.61 |
| 11178237 | 01-4-2500-000 | PAYABLES - TRADE | | 3654.61 | | |
| Invoice Description --> SOFTWARE SUPPORT - SEPT 1, 2012 TO AUG 31, 2013 | | | | | | |
| Total : | | | | 3654.61 | 0.00 | 3654.61 |

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

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | | | | | Amount | | |
|--|---|---------------------|-------|---------|--------|--|---------|------|---------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | | | | | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | | | | |
| Supplier Total : | | | | | | | 3654.61 | 0.00 | 3654.61 |
| ----- | | | | | | | | | |
| 5410 | TD VISA | | | | | | | | |
| 32855 | 13-Sep-2012 | Issued | 139 | C | | | 6000.00 | | |
| SEPT12/12 | 01-4-2500-000 | PAYABLES - TRADE | | 6000.00 | | | | | |
| Total : | | | | | | | 6000.00 | 0.00 | 6000.00 |
| Supplier Total : | | | | | | | 6000.00 | 0.00 | 6000.00 |
| ----- | | | | | | | | | |
| 4984 | TELUS | | | | | | | | |
| 32802 | 07-Sep-2012 | Issued | 136 | C | | | 149.74 | | |
| AUG7/12-1 | 01-4-2500-000 | PAYABLES - TRADE | | 149.74 | | | | | |
| Invoice Description --> BCVFD - PHONE & FAX | | | | | | | | | |
| Total : | | | | | | | 149.74 | 0.00 | 149.74 |
| 32915 | 27-Sep-2012 | Issued | 143 | C | | | 2970.34 | | |
| SEPT7/12 | 01-4-2500-000 | PAYABLES - TRADE | | 2970.34 | | | | | |
| Invoice Description --> ACRD CONSOLIDATED | | | | | | | | | |
| Total : | | | | | | | 2970.34 | 0.00 | 2970.34 |
| Supplier Total : | | | | | | | 3120.08 | 0.00 | 3120.08 |
| ----- | | | | | | | | | |
| 2320 | THE GRAPHICS FACTORY | | | | | | | | |
| 32780 | 07-Sep-2012 | Issued | 136 | C | | | 1140.16 | | |
| 20217 | 01-4-2500-000 | PAYABLES - TRADE | | 56.00 | | | | | |
| Invoice Description --> LBA - DECALS FOR NEW TRACTOR | | | | | | | | | |
| 20208 | 01-4-2500-000 | PAYABLES - TRADE | | 1084.16 | | | | | |
| Invoice Description --> UTILITY INVOICE BWS, BCWS, MSWS, AVLF & WCLF | | | | | | | | | |
| Total : | | | | | | | 1140.16 | 0.00 | 1140.16 |
| Supplier Total : | | | | | | | 1140.16 | 0.00 | 1140.16 |
| ----- | | | | | | | | | |
| 2649 | THE INK SPOT | | | | | | | | |
| 32857 | 17-Sep-2012 | Issued | 140 | C | | | 1685.60 | | |
| 12-10025 | 01-4-2500-000 | PAYABLES - TRADE | | 1685.60 | | | | | |
| Invoice Description --> TONER FOR OFFICE PRINTERS | | | | | | | | | |
| Total : | | | | | | | 1685.60 | 0.00 | 1685.60 |
| Supplier Total : | | | | | | | 1685.60 | 0.00 | 1685.60 |
| ----- | | | | | | | | | |
| 3530 | THE MUNICIPALITY OF NORTH COWICHAN | | | | | | | | |
| 32909 | 27-Sep-2012 | Issued | 143 | C | | | 3500.00 | | |
| BCWS-PUMPER TR | 01-4-2500-000 | PAYABLES - TRADE | | 3500.00 | | | | | |
| Invoice Description --> BCWS - PURCHASE OF PUMPER TRUCK | | | | | | | | | |
| Total : | | | | | | | 3500.00 | 0.00 | 3500.00 |

ALBERNI-CLAYQUOOT REGIONAL DISTRICT
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Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|-------------------------|---|--|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| Supplier Total : | | | | | 3500.00 | 0.00 | 3500.00 |
| <hr/> | | | | | | | |
| 5009 | THORNE INDUSTRIAL RELATIONS LTD. | | | | | | |
| 32803 | 07-Sep-2012 | | Issued | 136 | C | 7649.19 | |
| 12UNIONNEG | 01-4-2500-000 | PAYABLES - TRADE | | | 7649.19 | | |
| Invoice Description --> | | UNION LABOUR BARGINING 2012 | | | | | |
| Total : | | | | | 7649.19 | 0.00 | 7649.19 |
| Supplier Total : | | | | | 7649.19 | 0.00 | 7649.19 |
| <hr/> | | | | | | | |
| 5001 | TIGERTEL COMMUNICATIONS INC. | | | | | | |
| 32890 | 20-Sep-2012 | | Issued | 142 | C | 51.50 | |
| 120821539101 | 01-4-2500-000 | PAYABLES - TRADE | | | 51.50 | | |
| Invoice Description --> | | SLMP CALL IN SERVICE | | | | | |
| Total : | | | | | 51.50 | 0.00 | 51.50 |
| Supplier Total : | | | | | 51.50 | 0.00 | 51.50 |
| <hr/> | | | | | | | |
| 5022 | TODD PATTON PLUMBING & HEATING | | | | | | |
| 32852 | 13-Sep-2012 | | Issued | 139 | C | 145.60 | |
| 100408 | 01-4-2500-000 | PAYABLES - TRADE | | | 145.60 | | |
| Invoice Description --> | | OFFICE RENOVATIONS - CONSULTING | | | | | |
| Total : | | | | | 145.60 | 0.00 | 145.60 |
| Supplier Total : | | | | | 145.60 | 0.00 | 145.60 |
| <hr/> | | | | | | | |
| 5020 | TOFINO AIRLINES LTD | | | | | | |
| 32804 | 07-Sep-2012 | | Issued | 136 | C | 2895.20 | |
| 150 | 01-4-2500-000 | PAYABLES - TRADE | | | 1411.20 | | |
| Invoice Description --> | | LONG BEACH AIRPORT CONTRACT WORK (APRIL TO MAY 2012) | | | | | |
| 151 | 01-4-2500-000 | PAYABLES - TRADE | | | 1484.00 | | |
| Invoice Description --> | | LBA - APRIL TO MAY 2012 DAILY AIRPORT SAFETY CHECKS | | | | | |
| Total : | | | | | 2895.20 | 0.00 | 2895.20 |
| Supplier Total : | | | | | 2895.20 | 0.00 | 2895.20 |
| <hr/> | | | | | | | |
| 50527 | TOMKO SPORTS SYSTEMS | | | | | | |
| 32805 | 07-Sep-2012 | | Issued | 136 | C | 1795.30 | |
| 11038 | 01-4-2500-000 | PAYABLES - TRADE | | | 1795.30 | | |
| Invoice Description --> | | SPROAT LAKE PARKS - TENNIS COURT EQUIPMENT | | | | | |
| Total : | | | | | 1795.30 | 0.00 | 1795.30 |
| Supplier Total : | | | | | 1795.30 | 0.00 | 1795.30 |

ALBERNI-CLAYQUOT REGIONAL DISTRICT
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Cheque No. : All
Batch No. : All

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

| Supplier | Supplier Name | | | | | |
|--|---------------|---------------------|-------|--------|--------|--------|
| Chq/Ref # | Cheque Date | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | Debit | Credit | |
| 32916 | 27-Sep-2012 | Issued | 143 | C | | 302.90 |
| 141866 | 01-4-2500-000 | PAYABLES - TRADE | | 146.74 | | |
| Invoice Description --> POSTAGE | | | | | | |
| 141335 | 01-4-2500-000 | PAYABLES - TRADE | | 156.16 | | |
| Invoice Description --> POSTAGE \$103.62, SB WATER \$35.82 | | | | | | |
| Total : | | | | 302.90 | 0.00 | 302.90 |
| Supplier Total : | | | | 302.90 | 0.00 | 302.90 |

| 0900 TRACY BOND (PETTY CASH) | | | | | | |
|--|---------------|------------------|-----|--------|------|--------|
| 32756 | 04-Sep-2012 | Issued | 128 | C | | 155.17 |
| TBAUG23/12 | 01-4-2500-000 | PAYABLES - TRADE | | 155.17 | | |
| Invoice Description --> OFFICE \$145.44, PLANNING \$6 | | | | | | |
| Total : | | | | 155.17 | 0.00 | 155.17 |
| Supplier Total : | | | | 155.17 | 0.00 | 155.17 |
| 32870 | 20-Sep-2012 | Issued | 142 | C | | 140.95 |
| TBSEPT20/12 | 01-4-2500-000 | PAYABLES - TRADE | | 140.95 | | |
| Invoice Description --> OFFICE \$117.50, BOARD ROOM RENO \$14.88 | | | | | | |
| Total : | | | | 140.95 | 0.00 | 140.95 |
| Supplier Total : | | | | 296.12 | 0.00 | 296.12 |

| 5114 TRINEX INTERNET SOLUTIONS INC | | | | | | |
|--|---------------|------------------|-----|--------|------|--------|
| 32853 | 13-Sep-2012 | Issued | 139 | C | | 448.00 |
| 5835 | 01-4-2500-000 | PAYABLES - TRADE | | 448.00 | | |
| Invoice Description --> SEPTEMBER 2012 WEBSITE MAINTENANCE | | | | | | |
| Total : | | | | 448.00 | 0.00 | 448.00 |
| Supplier Total : | | | | 448.00 | 0.00 | 448.00 |

| 5186 UCLUELET RENT-IT CENTER | | | | | | |
|--|---------------|------------------|-----|---------|------|---------|
| 32854 | 13-Sep-2012 | Issued | 139 | C | | 1932.00 |
| 13851 | 01-4-2500-000 | PAYABLES - TRADE | | 1932.00 | | |
| Invoice Description --> SALMON BEACH - GARBAGE | | | | | | |
| Total : | | | | 1932.00 | 0.00 | 1932.00 |
| Supplier Total : | | | | 1932.00 | 0.00 | 1932.00 |

| 5195 UNISERVE COMMUNICATIONS CORPORATION | | | | | | |
|--|---------------|------------------|-----|-------|------|-------|
| 32806 | 07-Sep-2012 | Issued | 136 | C | | 43.44 |
| 000502023-2012082 | 01-4-2500-000 | PAYABLES - TRADE | | 43.44 | | |
| Invoice Description --> SEPTEMBER 2012 WCLF & BWS INTERNET SERVICE | | | | | | |
| Total : | | | | 43.44 | 0.00 | 43.44 |
| Supplier Total : | | | | 43.44 | 0.00 | 43.44 |

ALBERNI-CLAYQUOAT REGIONAL DISTRICT
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 Cheque Date : 01-Sep-2012 To 30-Sep-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 | |
| 5278 | VANCOUVER ISLAND PUBLISHING GROUP A/R | | | | | |
| 332891 | 20-Sep-2012 | Issued | 142 | C | | 474.32 |
| 254394 | 01-4-2500-000 | PAYABLES - TRADE | | 165.32 | | |
| Invoice Description --> ADVERTISING - SALMON BEACH SEWAGE | | | | | | |
| VCL-25453 | 01-4-2500-000 | PAYABLES - TRADE | | 309.00 | | |
| Invoice Description --> ADVERTISING - HAROLD BISHOP FALL HALL INVITATION TO TENDERS | | | | | | |
| Total : | | | | 474.32 | 0.00 | 474.32 |
| 32917 | 27-Sep-2012 | Issued | 143 | C | | 774.32 |
| PEND00000442 | 01-4-2500-000 | PAYABLES - TRADE | | 105.37 | | |
| Invoice Description --> BCWS - ADVERTISING | | | | | | |
| VCL-255259 | 01-4-2500-000 | PAYABLES - TRADE | | 243.70 | | |
| Invoice Description --> BWS - REQUEST FOR PROPOSALS | | | | | | |
| PEND00000611 | 01-4-2500-000 | PAYABLES - TRADE | | 425.25 | | |
| Invoice Description --> ADVERTISING - LBA CULVERTS \$60.48, BUILDING INSPECTION \$319.20 | | | | | | |
| Total : | | | | 774.32 | 0.00 | 774.32 |
| Supplier Total : | | | | 1248.64 | 0.00 | 1248.64 |
| 5345 | VELVET SEAL | | | | | |
| 32892 | 20-Sep-2012 | Issued | 142 | C | | 1859.00 |
| 1873 | 01-4-2500-000 | PAYABLES - TRADE | | 1859.00 | | |
| Invoice Description --> AVRA - CRACK SEALING AND CLEANING - CAPITAL | | | | | | |
| Total : | | | | 1859.00 | 0.00 | 1859.00 |
| Supplier Total : | | | | 1859.00 | 0.00 | 1859.00 |
| 5481 | WESTCOAST HOME HARDWARE LTD | | | | | |
| 32807 | 07-Sep-2012 | Issued | 136 | C | | 59.35 |
| 64742 | 01-4-2500-000 | PAYABLES - TRADE | | 59.35 | | |
| Invoice Description --> ACRD OFFICE - MAINTENANCE EQUIPMENT | | | | | | |
| Total : | | | | 59.35 | 0.00 | 59.35 |
| 32894 | 20-Sep-2012 | Issued | 142 | C | | 293.31 |
| 54838 | 01-4-2500-000 | PAYABLES - TRADE | | 59.27 | | |
| Invoice Description --> OFFICE SUPPLIES | | | | | | |
| 65025 | 01-4-2500-000 | PAYABLES - TRADE | | 79.51 | | |
| Invoice Description --> OFFICE RENO EXPENSES | | | | | | |
| 65024 | 01-4-2500-000 | PAYABLES - TRADE | | 154.53 | | |
| Invoice Description --> OFFICE RENO EXPENSES | | | | | | |
| Total : | | | | 293.31 | 0.00 | 293.31 |
| Supplier Total : | | | | 352.66 | 0.00 | 352.66 |
| 5521 | WILSON, JIM | | | | | |
| 32808 | 07-Sep-2012 | Issued | 136 | C | | 200.00 |
| 1201 | 01-4-2500-000 | PAYABLES - TRADE | | 200.00 | | |

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Date : Oct 02, 2012 **Time :** 3:16 pm
Bank : 1 To 3
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Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0001 To 9193
Trans. Date : 01-Sep-2012 To 30-Sep-2012
Cheque Date : 01-Sep-2012 To 30-Sep-2012
Cheque No. : All
Batch No. : All

| Supplier | Supplier Name | | Status | Batch | Medium | Amount | |
|--|-----------------------------------|----------------------------------|------------------|---------------------|---------------------|---------|---------|
| Chq/Ref # | Cheque Date | | | | Debit | Credit | |
| Invoice No. | Account No. | Account Description | | | | | |
| Invoice Description --> OFFICE EXPENSES | | | | | | | |
| Total : | | | | | 200.00 | 0.00 | 200.00 |
| Supplier Total : | | | | | 200.00 | 0.00 | 200.00 |
| ----- | | | | | | | |
| 5537 | WINDSOR PLYWOOD (UCLUELET) | | | | | | |
| 32856 | 13-Sep-2012 | | Issued | 139 | C | 69.88 | |
| 80490A | 01-4-2500-000 | PAYABLES - TRADE | | | 69.88 | | |
| Invoice Description --> SALMON BEACH - SECURITY | | | | | | | |
| Total : | | | | | 69.88 | 0.00 | 69.88 |
| Supplier Total : | | | | | 69.88 | 0.00 | 69.88 |
| ----- | | | | | | | |
| 5543 | WL SOLUTIONS LTD | | | | | | |
| 32809 | 07-Sep-2012 | | Issued | 136 | C | 851.20 | |
| 1931 | 01-4-2500-000 | PAYABLES - TRADE | | | 851.20 | | |
| Invoice Description --> BWCS - KITSUKSUS RESERVOIR - CAPITAL | | | | | | | |
| Total : | | | | | 851.20 | 0.00 | 851.20 |
| Supplier Total : | | | | | 851.20 | 0.00 | 851.20 |
| ----- | | | | | | | |
| 5540 | WONG, GLENN | | | | | | |
| 32863 | 18-Sep-2012 | | Issued | 141 | C | 1000.00 | |
| GWADV2012UBCM | 01-4-2500-000 | PAYABLES - TRADE | | | 1000.00 | | |
| Invoice Description --> ADVANCE FOR 2012 UBCM CONVENTION | | | | | | | |
| Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| Supplier Total : | | | | | 1000.00 | 0.00 | 1000.00 |
| ----- | | | | | | | |
| Total Computer Paid : | <u>3,145,017.94</u> | Total EFT PAP : | <u>31,747.94</u> | Total Paid : | <u>3,176,765.88</u> | | |
| Total Manually Paid : | <u>0.00</u> | Total EFT File Transfer : | <u>0.00</u> | | | | |



MEMORANDUM

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

From: Mike Irg, Manager of Planning & Development

Date: October 3, 2012

Subject: Bylaw P1287, Beaufort Official Community Plan

On September 11, 2012 the Regional District was notified that the Minister of Community, Sport and Cultural Development signed off on the Beaufort Official Community Plan, as required by Section 882 of the *Local Government Act*. This was the last required step prior to the Board adopting the bylaw.

Recommendation

That the Board adopt Bylaw P1287, the Beaufort Official Community Plan.

Submitted by:


Mike Irg, Manager of Planning & Development

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1287

**A BYLAW TO ADOPT THE BEAUFORT
(ELECTORAL AREA B) OFFICIAL COMMUNITY PLAN**

WHEREAS Section 876 of the *Local Government Act* empowers the Board to adopt one or more community plans for one or more areas, by bylaw;

AND WHEREAS the Board has consulted in accordance with Sections 879 and 881 of the *Local Government Act*;

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

1. This Bylaw is applicable to Electoral Area B (Beaufort) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 3, and 4 attached as Schedule "A" to this Bylaw constitutes the Official Community Plan of the area referred to in Section 1.
3. If any schedule, section, subsection, sentence, clause, or phrase of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.
4. This Bylaw may be cited as the "Regional District of Alberni-Clayoquot Beaufort (Electoral Area B) Official Community Plan Bylaw P1287, 2012".

Beaufort Official Community Plan Bylaw No. P994 is hereby repealed.

Read a first time this 25th day of April, 2012

Read a second time this 27th day of June, 2012

Read a third time this 27th day of June, 2012

I hereby certify this to be a true and correct copy of Bylaw P1287 as read a third time by the Board of the Regional District of Alberni-Clayoquot on the 27th day of June, 2012.

Chief Administrative Officer

Approved by the Minister of Community, Sport and Cultural Development this 3rd day of September, 2012

Adopted this day of , 2012

Chairperson

Chief Administrative Officer



Development Variance Application

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

Date: October 03, 2012

Application: DVC12005

Applicant(s): John, Jason & Katherine Rosene

Legal Description: LOT 18, DISTRICT LOT 468, CLAYOQUOT DISTRICT, PLAN 1692

Location: 2425 Tofino-Ucluelet Highway

Electoral Area: Area "C" (Long Beach)

Recommendation: That the Regional Board:

- 1) Receive the staff report; and
- 2) Pass a resolution to consider issuing a Development Variance of Section 6.2(4)(a) of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to vary the building setback from the natural boundary of a watercourse from 30.48 metres (100 feet) to 15.24 metres (50 feet) to allow for the construction of an addition to the existing dwelling subject to:
 - i. the applicants providing a report from a qualified environmental professional assessing the impact of the proposed development on the adjacent creek.

Procedure: Prior to the issuance of a Development Variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board either issues or considers denying the Development Variance permit.

DVC12005

Applicant's Intention: The applicants intend to build a two bedroom and two bathroom addition to the north side of the existing single family dwelling. The proposed addition will be located 50 feet from the boundary of a creek that dissects the property.

Observations:

- i. **Property Description:** The property is 1.96 hectares (4.84 acres) in size and is mostly cleared. Existing buildings on site include one single family dwelling, three small cottages, a barn converted into accommodation units and a shop at the rear of the property. The creek that dissects the property originates along the highway and crosses the property from the south west to north east eventually draining into the Ucluelet Inlet. The creek is within a ravine that drops down approximately 10 feet lower than the surrounding property. The ravine is heavily vegetated with brush and second growth trees. The edge of the ravine lies approximately 35 feet from the foundation of the house at its closest point.
- ii. **Services:**
 - a) **Sewage Disposal:** On-site sewage disposal.
 - b) **Water Supply:** Millstream Community Water System.
 - c) **Fire Protection:** South Long Beach Fire Protection Area.
 - d) **Access:** The property is accessed directly from the Tofino-Ucluelet Highway.

iii. **Existing Planning Policies Affecting the Site**

- A. **Agricultural Land Reserve:** Not within the ALR
- B. **Official Community Plan:** The South Long Beach OCP designates the property as "Rural Residential". The Rural Residential policies support the operation of home-based businesses and bed and breakfast accommodation provided that adequate off street parking, sewage treatment and water supply are available.

The South Long Beach OCP also designates "Development Permit Area II – Freshwater Riparian Areas Protection" as a 30 metre (100 foot) buffer around any creek identified on the OCP mapping. This Development Permit Area (DPA) is intended to minimize the impact of development on fish habitat, fish supportive watercourses and seasonal flooding. As the proposed development lies within DPA II, the applicants are required to apply for a Development Permit prior to the Building Permit being issued.

C. Zoning: Cottage Residential (RC) District.

The Cottage Residential (RC) District permits one single family dwelling, home occupations, accessory buildings and uses and up to four cottages per property subject to size and setback restrictions. The applicants have stated that they are considering operating a bed and breakfast out of the proposed addition to the house which would be permitted under the home occupation regulations in the Zoning Bylaw.

Section 6.2 of the Zoning Bylaw relates to the location and siting of buildings. Section 6.2(4) states that no building shall be constructed:

- a) Within 7.62 metres (25 feet) of the natural boundary of a lake or within 30.48 metres (100 feet) of the natural boundary of any other natural watercourse.

There is a creek that dissects the property which eventually drains into the Ucluelet Inlet. The site plan submitted by the applicants shows the proposed addition being sited 50 feet from the boundary of the creek.

Comments: Staff supports this application to vary the watercourse setback from 30.48 metres (100 feet) to 15.24 metres (50 feet). However, as the proposed development will be sited within the 100 foot buffer around the creek designated as Development Permit Area II within the South Long Beach OCP, a Development Permit will also be required prior to any construction.

Section 8.2.3 of the South Long Beach OCP provides the guidelines for Development Permit applications and states that applications should include a report prepared by a qualified environmental professional which identifies and assesses the impact of the proposed development on the creek. In the absence of a report from a qualified environmental professional, a minimum buffer of 100 feet is required between the creek and any structure.

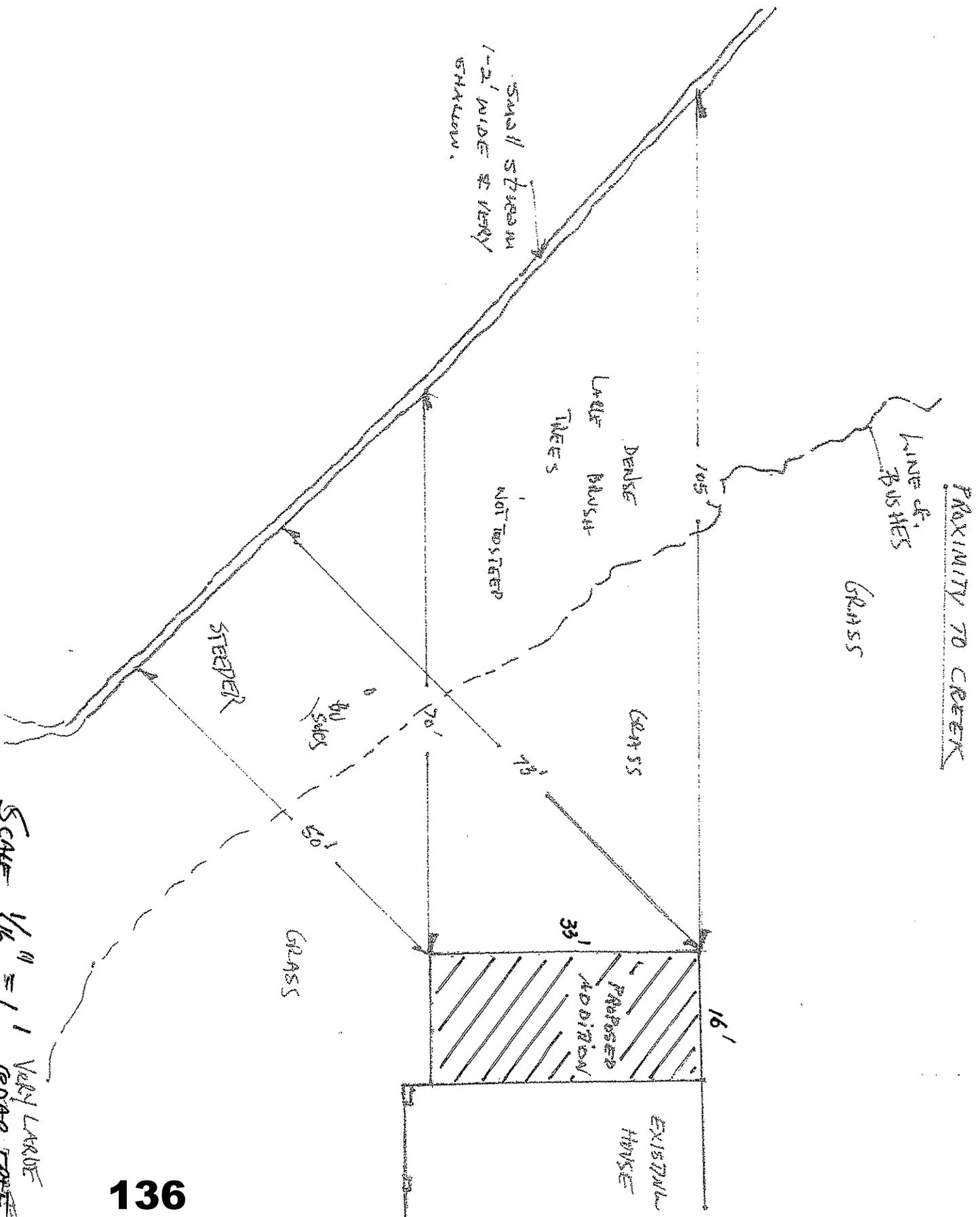
As this report is required prior to issuing the Development Permit and Building Permit for the addition, staff is recommending that a report be provided by a qualified environmental professional as a condition of this Development Variance application.

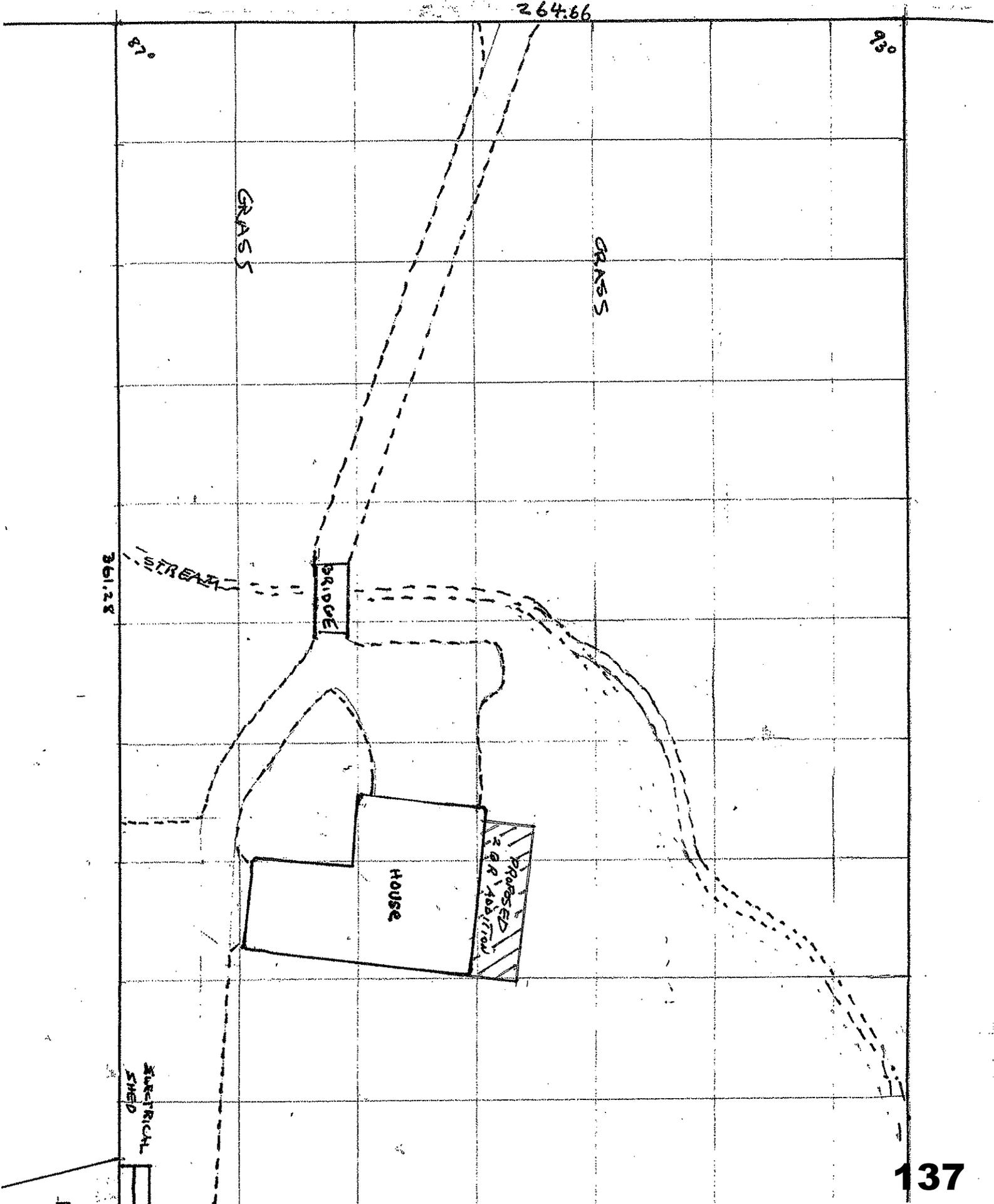
Prepared by: Alex Dyer
Alex Dyer, Planner

Reviewed by: Mike Irg
Mike Irg, Manager of Planning & Development

Russell Dyson, Chief Administrative Officer

2425 TO FINO-UCOLET HIGHWAY
 PROXIMITY TO CREEK







MEMORANDUM

TO: Russell Dyson, CAO and ACRD Board of Directors
FROM: Charity Hallberg Dodds, Planning Assistant
DATE: October 3, 2012
RE: Public Hearing Report for Bylaws P1296 & P1297 (Sproat Lake Landing)

A Public Hearing for Bylaws P1296 and P1297 was held on Monday, October 1, 2012 at the Alberni-Clayoquot Regional District office. The meeting was attended by 2 members of the public, ACRD planning staff members Alex Dyer and Charity Hallberg Dodds, Sproat Lake Director Penny Cote, and applicants Ellen Fitzgibbon and Jeff Stephenson.

There were no concerns or questions raised by the members of the public. Referral agency responses are supportive and/or interests unaffected by the proposal.

Recommendation

That the Board of Directors proceed with second and third readings of Bylaws P1296 and P1297.

Submitted by:

Charity Hallberg Dodds, Planning Assistant

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of a Public Hearing held on Monday, October 1, 2012 at 7:00 pm at the Alberni-Clayoquot Regional District office.

Present: Penny Cote, Director
Staff: Alex Dyer, Planner & Charity Hallberg Dodds, Planning Assistant
Applicants: Jeff Stephenson & Ellen Fitzgibbon
Members of the Public: 2

1. The meeting was called to order at 7:03 pm.
2. The Director Penny Cote introduces herself, Alex Dyer, and Charity Hallberg Dodds. Director Cote asks staff to read out loud the ad for the Public Hearing.
3. The ad is read by Alex Dyer as follows:

A Public Hearing for residents and property owners within Electoral Area "D" will be held in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on October 1, 2012 to consider the following bylaws:

Bylaw P1296 to amend the Sproat Lake Official Community Plan by redesignating a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from "Residential 1" to "Commercial" to allow for the relocation of the liquor store and grocery store, currently operating out of temporary structures on the lakefront portion of the property.

(Sproat Lake Landing – 10695 Lakeshore Road)

Bylaw P1297 to rezone a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from Rural (A2) District to General Commercial (C2) District to allow for the relocation of the liquor store and grocery store, currently operating out of temporary structures on the lakefront portion of the property.

(Sproat Lake Landing – 10695 Lakeshore Road)

All persons who consider their interest in property affected by the proposed bylaws will be given an opportunity to be heard in matters contained in the bylaws.

The Public Hearing for Bylaws P1296 and P1297 is to be held by Director Penny Cote, her Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from September 20, 2012 to October 1, 2012 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, M.C.I.P, Manager of Planning and Development

4. Director Cote explains the purpose of the hearing is to hear representation written and verbal from any person who believes that their interest in property is affected by this proposal. The Regional District will receive minutes of the hearing before voting on the bylaws. If the hearing is contentious, it will be recorded and a verbal transcript will be produced. If it is not, staff will be taking written minutes that summarize the issues raised. Staff will now read out any written submissions received prior to the hearing and any correspondence received ahead of time from the public.
5. Alex Dyer explains that copies of the agency referral comments (Appendix A) are available at the back of the room and then proceeds to reading two letters of support (Appendix B) received prior to the meeting.
6. Director Cote then asks the applicants to explain their proposal.
7. J. Stephenson explains their proposal. He includes that they are planning on beginning construction on a new building rather than relocating the temporary structures.
8. Director Cote asks for any comments and/or questions from the public. Hearing none, Director Cote proceeds with asking for first, second, and third times for further representations from the public.
9. Again hearing no further representations, Director Cote terminated the meeting at 7:10 pm.

Certified Correct:

Penny Cote, Director



Charity Hallberg Dodds, Planning Assistant

APPENDIX A



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1296 & P1297

ACRD FILE NO.: RD11004

APPLICANT NAME: Sproat Lake Landing

ACRD CONTACT: Alex Dyer

Date of Referral: July 18, 2012

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

Private land, no involvement of Crown land resources.

Gilbert Richir
Ministry of Forests, Lands and Natural
Resource Operations
4885 Cherry Creek Road
Port Alberni, BC V9Y 8E9

Agency (please print): _____

Name (please print): _____

Signature: _____

G. Richir

Title: _____

Date: _____

July 23, 2012



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1296 & P1297

ACRD FILE NO.: RD11004

APPLICANT NAME: Sproat Lake Landing ACRD CONTACT: Alex Dyer

Date of Referral: July 18, 2012

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Ministry of ~~Environment~~ *Forests, Lands & Natural Resource Operations*
 Attn: ~~Brenda Barr~~, Admin. Assistant *Nancy Nag*
 2080A Labieux Road
 Nanaimo, BC
 V9T 6J9

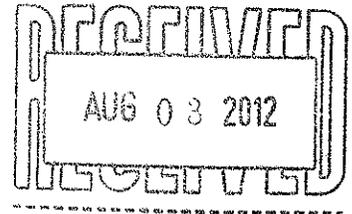
Agency (please print): _____

Name (please print): _____ Title: _____

Signature: _____ Date: _____

Henigman, Margaret FLNR:EX

From: Henigman, Margaret FLNR:EX
Sent: Tuesday, July 31, 2012 12:10 PM
To: Nap, Nancy R ENV:EX
Subject: ERS #97865 - ACRD Spoot lake landing Bylaw amendment



My comments:

The lake shore at the confluence of Weiner Creek and Sproat Lake will have remnant sensitive habitats that will be at risk from future development here. Although the Riparian Areas Regulation does not apply to your Regional District we recommend that the spirit and intent of the regulation be considered within the context of the current proposal and future Hotel reconstruction plans. Appropriate setbacks should be established to protect sensitive riparian vegetation and design and construction should consider the impacts of sediment, erosion storm water and waste disposal. We recommend that the RD and proponent follow the principles and best practices set out in the recently revised Develop with Care, found at: <http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare2012/>. Thank you for forwarding this proposal for our review.

Maggie Henigman, MA, CCEP
Ecosystems Biologist
Ministry of Forests, Lands and Natural Resource Operations
West Coast Region
250-751-3214
margaret.henigman@gov.bc.ca
Fax: 250-751-3208





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1296 & P1297

ACRD FILE NO.: RD11004

APPLICANT NAME: Sproat Lake Landing ACRD CONTACT: Alex Dyer

Date of Referral: July 18, 2012

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

School District No. 70
4690 Roger Street
Port Alberni, B.C.
V9Y 3Z4

Agency (please print):

Name (please print):

Signature:

Jerry Rinning
J. Rinning

Title:

Date:

Secretary-Treasurer
July 24, 2012



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1296 & P1297

ACRD FILE NO.: RD11004

APPLICANT NAME: Sproat Lake Landing

ACRD CONTACT: Alex Dyer

Date of Referral: July 18, 2012

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please print): Building Inspectors

Name (please print): Robert L. Aston

Title: Building official

Signature:

Date: July 26/12



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1296 & P1297 ACRD FILE NO.: RD11004

APPLICANT NAME: Sproat Lake Landing ACRD CONTACT: Alex Dyer
 Date of Referral: July 18, 2012

Approval Recommended for Reasons
 Outlined Below

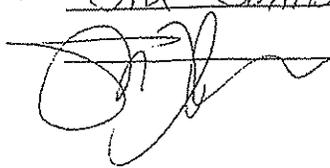
Interests Unaffected by Bylaw

Approval Recommended Subject to
 Conditions Below

Approval NOT Recommended Due to
 Reasons Outlined Below

Approval recommended subject to initial conditions as outlined in #1 of "comments" section in this report. Additionally, the Ministry recommends that any development have sufficient parking spaces to contain all parking on-site
 NOTE: An access permit will be required

Stu Johnson
 Ministry of Transportation
 3rd Floor – 2100 Labieux Road
 Nanaimo, BC
 V9T 6E9

Agency (please print): Ministry of Transportation
 Name (please print): Stu Johnson Title: _____
 Signature:  Date: July 30, 2012

Alex Dyer

From: Gibson, Glen [Glen.Gibson@viha.ca]
Sent: October 1, 2012 8:49 AM
To: Alex Dyer
Subject: RE: Sproat Lake Landing Rezoning Application

Follow Up Flag: Follow up
Flag Status: Flagged

I'm sorry I thought I had responded.
I have no concerns, however you should ask for a filing from an Approved Person.
Thank you,

Glenn J. Gibson

Land Development
Environmental Health Officer
250 947 8222 ext.39186
fax 250 947 8223
glen.gibson@viha.ca

From: Alex Dyer [<mailto:adyer@acrd.bc.ca>]
Sent: Friday, September 28, 2012 4:07 PM
To: Gibson, Glen
Subject: Sproat Lake Landing Rezoning Application

Hi Glenn,

In advance of the upcoming public hearing for a rezoning application at the Sproat Lake Landing Inc. property located at 10695 Lakeshore Road, our office referred the proposed bylaw amendments to the VIHA seeking any comments or concerns.

Can you review the attached bylaw referral documents and advise of any comments?

Thanks,

Alex Dyer
Planner

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

250-720-2708 (direct)
250-720-2700 (front desk)
250-723-1327 (fax)
adyer@acrd.bc.ca



MEMORANDUM

To: File

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: October 01, 2012

Subject: Hupacasath First Nation Bylaw Referral – Bylaws P1296 & P1297

The Bylaw referral package was sent to Robert Duncan, Chief Executive Officer with the Hupacasath First Nation. After following up with their office, no formal response was received presuming their interests are unaffected by the Bylaws.



MEMORANDUM

To: File

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: October 01, 2012

Subject: Tseshah First Nation Bylaw Referral – Bylaws P1296 & P1297

I spoke with Darrell Ross, Research and Planning Associate with the Tseshah First Nation regarding the referral on Bylaws P1296 & P1297.

He advised that the Tseshah First Nation's interests are unaffected by the Bylaws.

Mike Irg

From: Tracy [islandtracy@shaw.ca]
Sent: Sunday, September 30, 2012 2:14 PM
To: Mike Irg
Subject: Sproat Lake Landing- Bylaw amendment P1296 and P1297

Hi Mike,

We are in complete support of the amendment to the Sproat Lake OCP and the rezoning application for the Sproat Lake Landing development.

The Sproat Lake Landing acts as a hub for our neighbourhood. We are extremely excited about the new plans! We can't wait to have our local place to gather and socialize back, to have a convenient place for our extended family to stay that is close to our home, and to see the major improvement to this scenic travel corridor on Hwy 4.

The construction of this development will create much needed employment for the community. Even in it's current state with the small portable store and beer/wine outlet, local residents are benefiting from employment. Once the new hotel, restaurant, pub, store, etc. are up and running there will be a significant increase in jobs.

Please approve this application, it is in the best interest of all Sproat Lake and Port Alberni residents.

Sincerely,

Keith and Tracy Andrews
Sproat Lake residents

October 1, 2012

Mike Irg
Regional District of Alberni-Clayoquot
3008 Fifth Ave
PortAlberni, BC V9Y 2E3

Re: Sproat Lake Landing
10695 Lakeshore Road

As a Sproat Lake resident, I would like to voice my support for Bylaw P1296 and P1297 to allow for the relocation of the liquor store and grocery store that are current operating out of temporary structures at the old hotel site located on the lakefront at 10695 Lakeshore Road, Port Alberni.

Sproat Lake Landing offers a valuable service to local residents and visitors and I support the changes to the community plan and zoning bylaws for this purpose.

Thank you.

Sincerely,

E. Gray

Elane Gray
10437 Lakeshore Rd
Port Alberni, BC

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1296

**A BYLAW TO AMEND BYLAW NO. P1118
SPROAT LAKE OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 884(2) of the *Local Government Act*, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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

1. TITLE
This bylaw may be cited as the Sproat Lake Official Community Plan Amendment Bylaw No. P1296.
2. Schedule B, the plan map, is hereby amended by redesignating a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from "Residential 1" to "Commercial" as shown on Schedule 'A' which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27th day of June, 2012

Read a second time this day of , 2012

Read a third time this day of , 2012

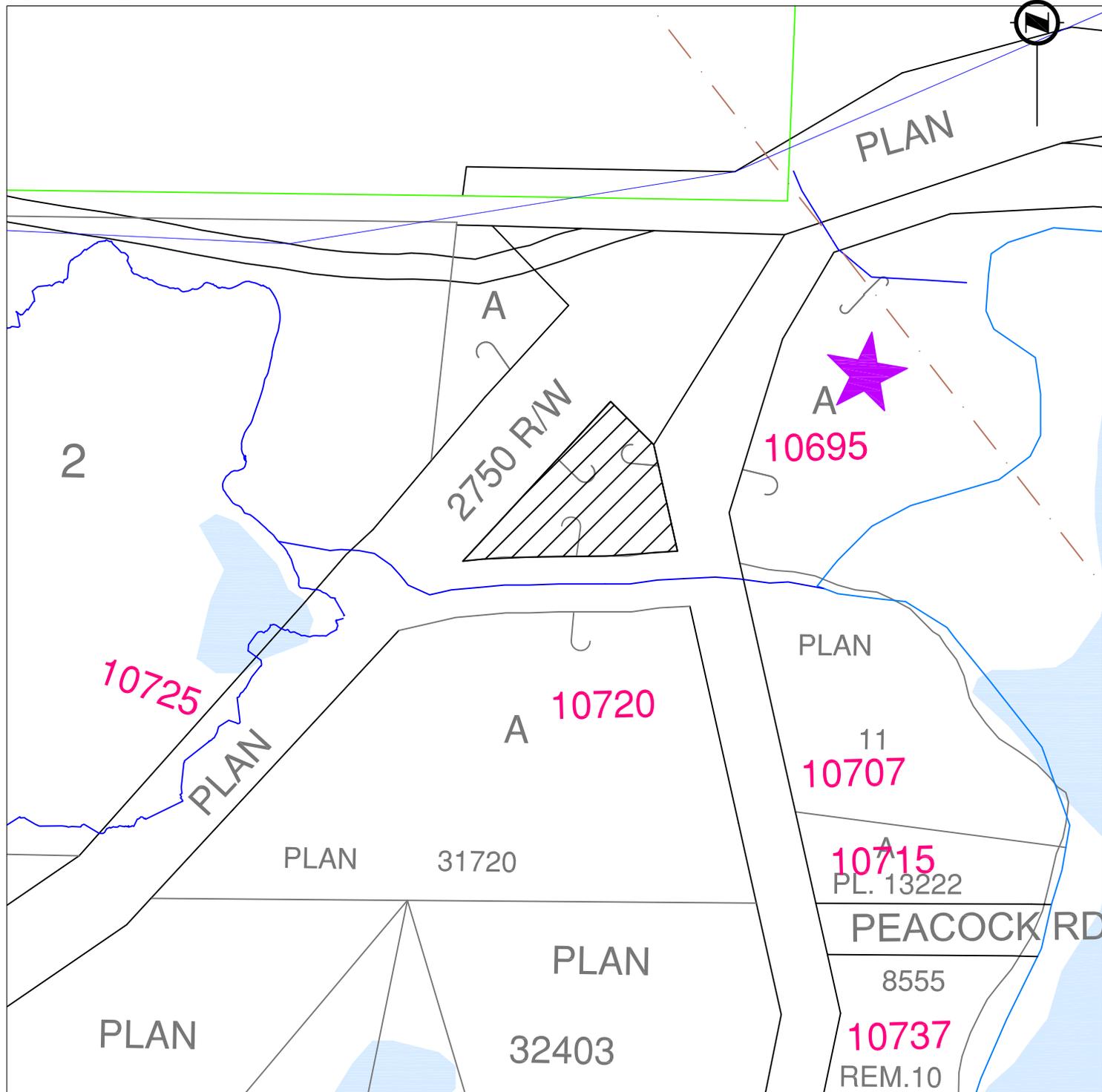
Adopted this day of , 2012

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1296



Legal Description: LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720



To be redesignated from "Residential 1" to "Commercial"



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1297

OFFICIAL ZONING ATLAS AMENDMENT NO. 659

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1297.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720 from Rural (A2) District to General Commercial (C2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27th day of June, 2012

Read a second time this day of , 2012

Read a third time this day of , 2012

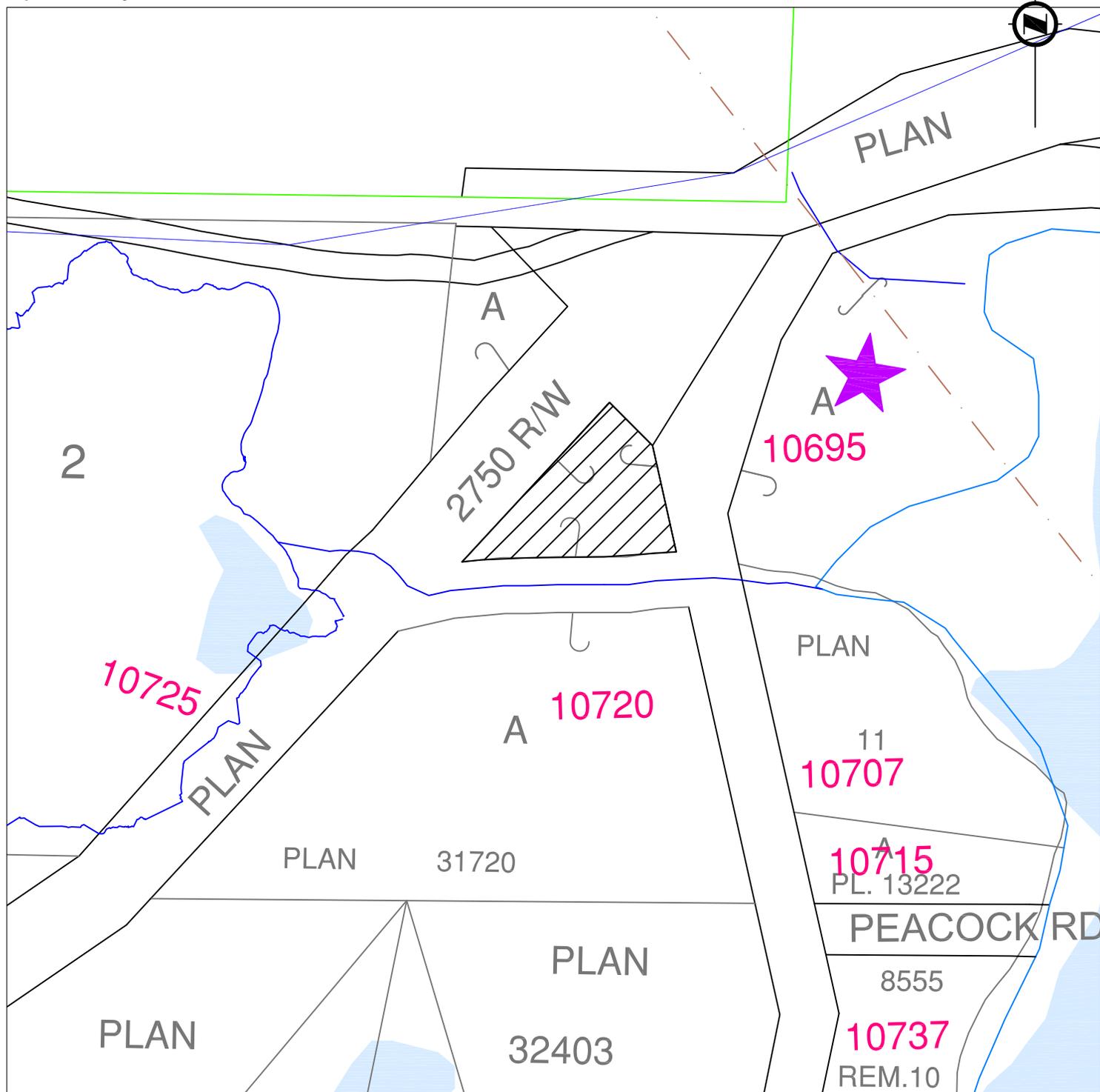
Adopted this day of , 2012

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1297



Legal Description: LOT A, DISTRICT LOT 204, ALBERNI DISTRICT AND SECTION 91, CLAYOQUOT DISTRICT, PLAN 31720



To be rezoned from Rural (A2) District to General Commercial (C2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





CROWN REFERRAL SUMMARY

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

DATE: October 02, 2012

ACRD FILE NO.: WC12006

**FRONTCOUNTER BC
PROJECT FILE NO.:** 100026

APPLICANT: Toquaht Wilderness Resort Ltd. (agent Paul Pashnik)

LEGAL DESCRIPTION: Foreshore adjacent to Lot 1518, Clayoquot District

LOCATION: Toquart Bay, Barkley Sound

ELECTORAL AREA: Area "C" (Long Beach)

TYPE OF APPLICATION: Crown Tenure application to allow for a private moorage and
boat launch facility adjacent to the Toquaht Wilderness
Resort.

Recommendation: That the Board recommend approval subject to compliance with the
provided Marine Access Project Management Plan and compliance with all other
technical agency requirements.

Length of Tenure: More than 30 years.

Area Size: 0.94 hectares (2.32 acres).

Purpose: This application is to provide for the construction of a private moorage facility
to allow for moorage for up to 30-40 recreational lots across the entire development as
well as a boat launch access ramp. This facility will exclusively service the property

WC12006

owners within the development and will not include any commercial use.

Zoning: The foreshore is zoned Forest Reserve (A4) District and the upland portion is zoned Country Residential Comprehensive Development (CR CD) District. Private floats and wharves including necessary shelter for moored boats are permitted in all zoning districts.

Relevant Planning Policy Documents: The Barkley Sound Planning Strategy designates the lease area as Resource Management Area (RMA). Areas designated as RMA are suited to low-density recreational use as well as aquaculture, navigation and forest management. One of the policies under the RMA designation is to ensure the protection of navigable channels and major anchorages when reviewing Crown lease applications. The applicants have provided a letter of approval from Transport Canada. The moorage facility and boat launch comply with the objectives and policies of the Barkley Sound Planning Strategy.

Comments: This facility would provide for boat moorage for the entire phased development. The applicants have provided a Marine Access Project Management Plan which details the moorage and boat launch development (Appendix A). The applicants have also provided letters of support from the Toquaht Nation and Transport Canada (Appendix B).

Prepared by: 
Alex Dyer, Planner

Reviewed by: 
Mike Irg, Manager of Planning and Development

Russell Dyson, Chief Administrative Officer

TOQUAHT WILDERNESS RESORT LTD

Marine Access Project Management Plan Marine Access & Private Boat Moorage Facility – Toquart Bay

A. PROJECT OVERVIEW

The proposed private moorage facility is an integral component of the Toquaht Wilderness Resort Ltd (TWRL) wilderness recreational land development. The project is located on the north east shore of Toquart Bay approximately 2 KM east of Deekyakus IR#2 and will occupy approximately 0.94ha of un-surveyed foreshore tidal waters situated adjacent to the south boundary of District Lot 1518 Clayoquot LD owned by TWRL.

The purpose of the project is to provide tidal water access to District Lot 1518 Clayoquot Land District and a private moorage facility for the overall Toquaht Wilderness Resort Ltd property development. This private moorage facility will include safe boat moorage and a boat launch access ramp to tidal waters and for approximately 30 - 40 private wilderness recreational TWRL Strata Title property owners.

There are no moorage facilities adjacent to the TWRL properties. The nearest facility is the Toquaht Nation Marina located on the west shore of Toquart Bay approx 14 Km by road or 2.5 KM by water across Toquart Bay from the TWRL recreational property development.

The nearest property adjacent to the proposed facility are undeveloped Lots 538 and 539 of Toquaht Nation's treaty settlement lands located approximately 210 meters north along the north boundary of TWRL Lot 1518. Also privately owned Snowden Island is located approximately 310 meters south west of the proposed most southern moorage wharf anchor dolphin piling. The tidal channel between the most southern piling and Snowden Island will remain free to navigation and will be appropriately marked as specified by the Canadian Coast Guard for visual detection and marine radar.

Future road access to the TWRL recreational property development is planned to connect to Highway 4 via the Maggie Lake – Toquart River Forest Service Roads (FSRs) where after crossing the Toquart River bridge at

1

TOQUAHT WILDERNESS RESORT LTD

approximately 7.8KM on the Toquart River FSR, the access progresses southerly on forest logging road, Branch 210 Spur 1, which then connects to a planned new private access road system that develops the 138 ha TWRL wilderness recreational properties (refer to License of Occupation.#112938). The new road network provides access to the south boundary shoreline of TWRL private District Lot 1518 Clayoquot, and the location of proposed boat launch ramp and private moorage facility. It is pointed out that there is an existing logging road that provides access to Lot 1518 CLD, however it is narrow and has several steep grades. The planned future access road via Branch 210 Spur 1 will eliminate the steep grades and it will be constructed to a 9 metre surface width to meet public use Forest Road standards.

Subject to appropriate approvals, the construction of the TWRL wilderness development private marine access moorage facility with boat launch is expected to commence during August 2012 and be completed by September 30, 2013.

B. PROJECT DETAILS

This is a new private boat moorage facility designed to provide water access to private property on District Lot 1518 Clayoquot LD owned by TWRL.

The project is located on the north east shore of Toquart Bay approximately 2 KM east of Deekyakus IR#2 and will occupy approximately 0.94ha of un-surveyed foreshore tidal waters situated adjacent to the south boundary to Private District Lot 1518 Clayoquot LD.

This site was chosen because it offers the best water access to Lot 1518, as it has relatively deep water and is protected by Snowden Island providing safe moorage. There is a natural sloping beach that will facilitate the construction of a boat ramp when planned future upland road access is upgraded.

TOQUAHT WILDERNESS RESORT LTD

A bathymetric survey of the proposed marine lease area was completed during December 2009 followed by a marine biological survey complete by MC Wright and Associates Ltd. May 16 & 17, 2012.

The main features of the moorage facility will be 2 key structures – a boat launch ramp and a floating moorage dock as follows:

1. **Floating dock will be** anchored to the shore approx 8 meters off shore beyond low tide and will extend + 100 meters off shore where it will be anchored to a pile dolphin; additional finger floats (3 on each side) for boat tie ups, will stem off the main central float and will be secured to pilings with finger floats anchored by submerged concrete anchors, (see attached floating dock sketch plan). The main central float and finger floats will be constructed from steel and approved marine grade floatation (or similar engineered structure). The main floats will be built from 10 sections 2.5 meters wide by 10 meters long bolted together. The finger floats will be 1.5 meters wide by 21 meters long bolted to the main central float and held in place by piling and anchors. Access from the shore to the floats will be a 1.5 meter wide by 10 meter long fixed ramp extending from a foundation on shore where it will rest on 2 pilings approx 8 meters off shore an additional 1.5 meter X 12 meter hinged walkway will extend from the fixed walkway pilings to the floating main dock. The walkways will be constructed from steel and expanded steel mesh with appropriate roller/slide tracks on the floats to allow for the rise and fall of the tide. The footprint of the pilings and anchors is estimated to be less than 4 square meters.

The company has retained M.C. Wright and Associates Ltd. biological consulting to conduct a baseline of current marine habitat conditions and provide guidance on development of the proposed infrastructure to minimize and mitigate potential impacts to the marine environment. Professional guidance will relate to:

- the location of main float shoreline access ramp,
- location of the main float shoreline anchors,

TOQUAHT WILDERNESS RESORT LTD

- distance for main float offset to allow for low tides (est. 8 meters),
- configuration and positioning of submerged anchors for stabilizing the finger floats,
- timing of construction and required environmental safeguards
- options to minimize project impacts
- outline required mitigation measures to offset project impacts in compliance with DFO's "no net loss" policy.

The orientation of the main float, dolphin and anchors have been designed not to create a marine hazard and leaves sufficient distance between the dock southern dolphin and Snowden Island to allow for safe navigation of marine craft.



Photo of Beach – Floating dock to be anchored to steep rock point upper left of photo



Photo of beach from rock point looking west – Floating Dock to be attached to steep rock bank upper left – Boat Launch Ramp will be located on gravel beach slope at right

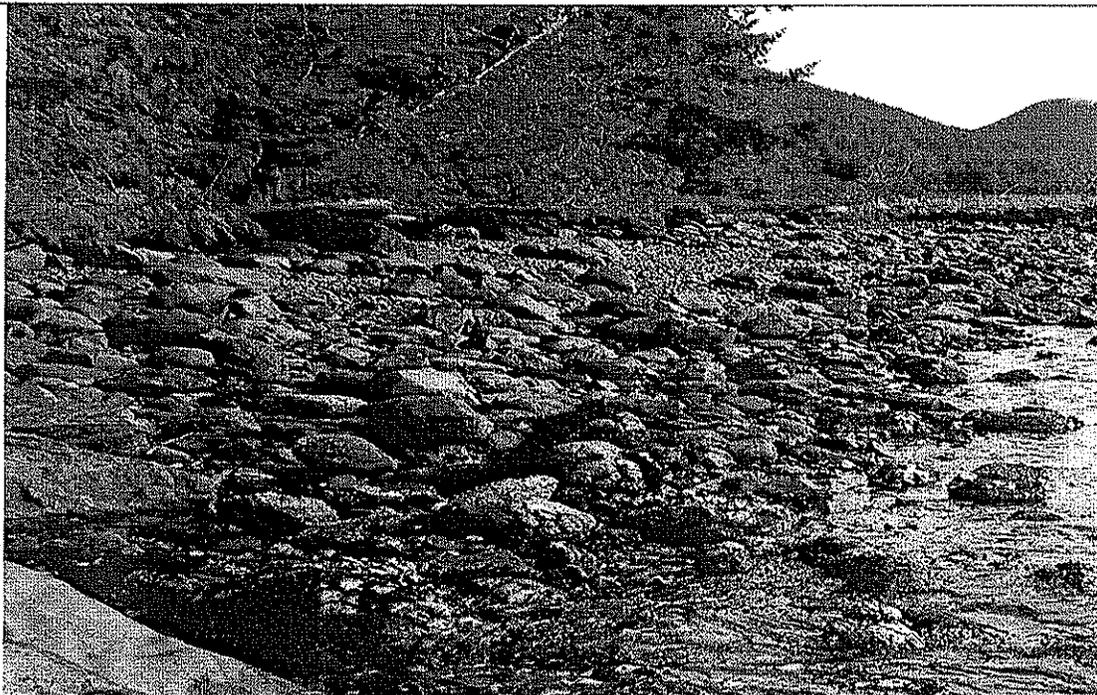
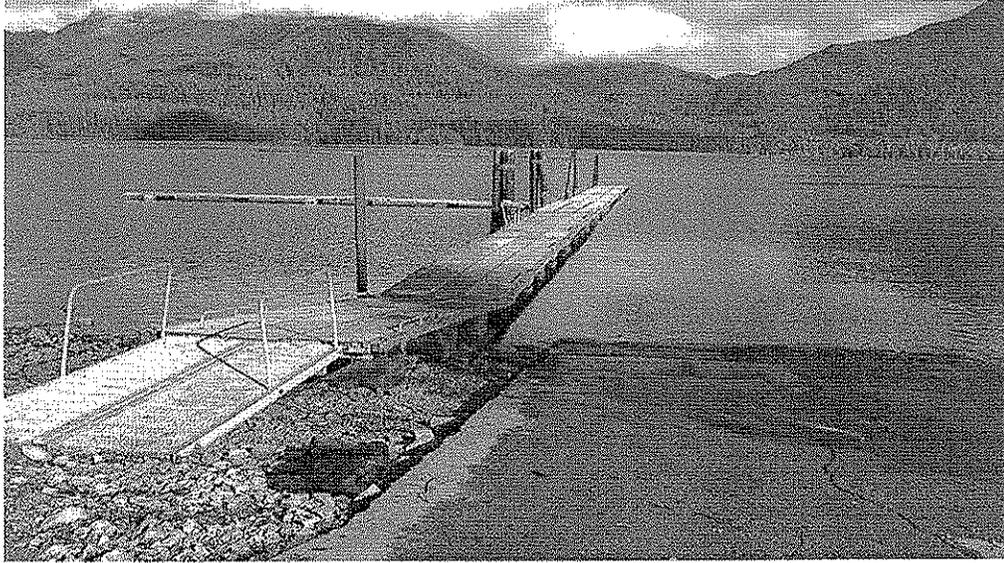


Photo of beach looking east from planned wharf to Boat Launch Ramp will be located on gravel beach slope where exposed small gravel site can be seen

Ha 

TOQUAHT WILDERNESS RESORT LTD



Example of floating wharf anchored to pilings + ramp (steel & marine flotation) Toquaht Nation

- 2. The boat launch ramp** site clearing and earthworks, total area approx 80sq meters, will be prepared with minimal shoreline disturbance as directed by the company Consulting Marine Biologist and government agencies (DFO & MOE) . The approximately 27 meter long boat launch ramp will be constructed using 9 pre cast steel re-enforced concrete slabs approx 15 cm thick by 3.5 meters wide and 6 meters long built from the access road 3 meters above high tide to 3 meters below low tide - total boat launch ramp length will be 30 meters. The boat launch ramp beach area, between high and low tide approximately 3.5 meters wide by 30 meters long (98 square meters), will require site preparation involving grading and gravel placement to enable proper placement and stability of the concrete slabs. A small float, approximately 30 meters long, will parallel the boat ramp from high tide and extend into the water to low tide. The float is required for boat operator access and safety. The small boat launch float will be constructed utilizing steel and approved marine floatation anchored to the shore with an anchor off shore to keep the float in position.

TOQUAHT WILDERNESS RESORT LTD



Location of proposed boat launch ramp – view from shore to Snowden Island

3. **Type of use.** The proposed moorage will be restricted to wilderness recreational property users for up to 45 recreational boats (approx 20ft long). The moorage will be managed under an appropriate strata bylaw with a properly elected property owner Strata council. The moorage facility will be used all year round by TWRL property owners. It is expected that there will be greater use during the summer and to some degree late spring and early fall fishing season. Winter use is expected to be light and sporadic

4. **Other details** It is planned that moorage operating rules will be adopted by the strata council utilizing the private boat moorage guidelines as set out by the DFO and MOE and shall include operating rules such as:
 - Boat Fueling (no commercial fuel operations allowed).
 - Bilge cleaning waste – must be carried off to a proper on shore approved disposal facility
 - Boat repairs (minor maintenance only – major repairs boat must be removed from water and work done at an appropriate facility)
 - Waste and Garbage disposal (must be carried off the moorage facility and disposed of in an appropriate regional land fill)

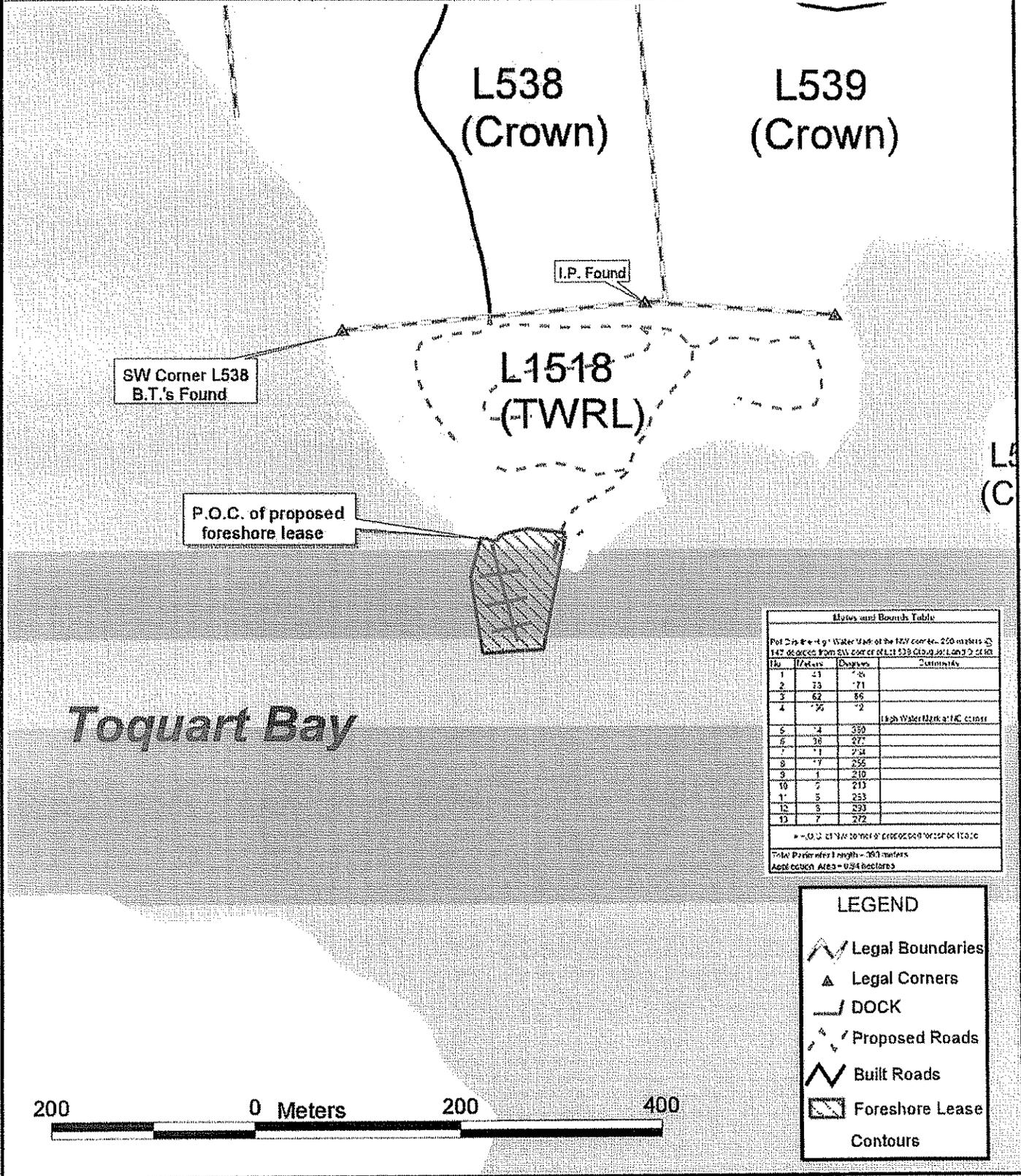
Toquaht Wilderness Resort Ltd.

Exhibit 'A' Map

Foreshore Lease Application for a private moorage and boat launch



Scale 1:5,000



Meters and Bounds Table

Point 2 is the "High Water" mark of the 1870 corner, 250 meters @ 147° distance from SW corner of L1518 (along the Long 2 of lot)

| No. | Meters | Direction | Comments |
|-----|--------|-----------|-------------------------------|
| 1 | 21 | 7° 45' | |
| 2 | 73 | 71° | |
| 3 | 62 | 86° | |
| 4 | 75 | 7° | |
| 5 | 74 | 350° | High Water 1870 at 1/4 corner |
| 6 | 30 | 272° | |
| 7 | 11 | 274° | |
| 8 | 17 | 256° | |
| 9 | 1 | 210° | |
| 10 | 2 | 211° | |
| 11 | 5 | 253° | |
| 12 | 5 | 293° | |
| 13 | 7 | 272° | |

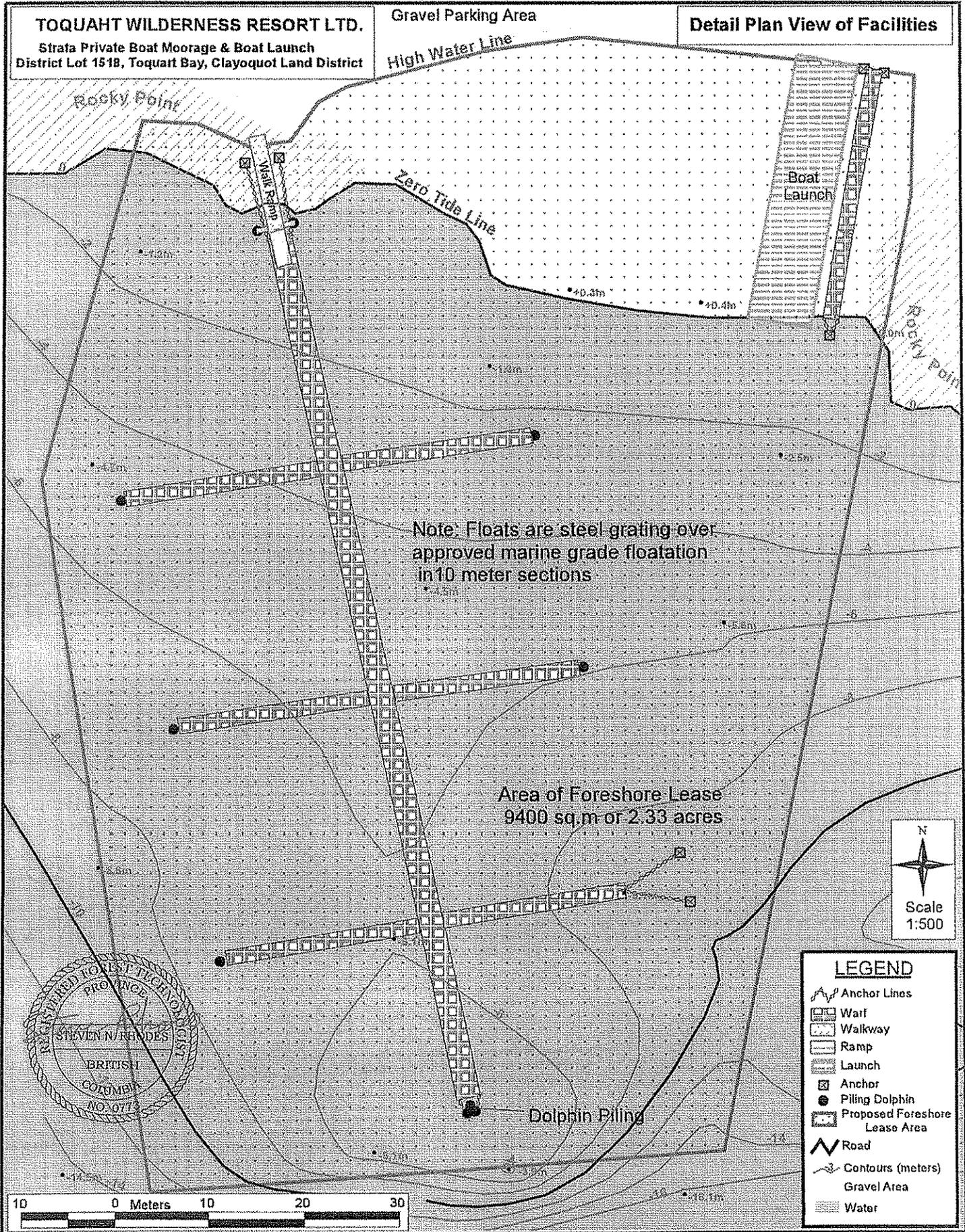
Point 2 is 147° distance from SW corner of proposed parcel 1518

Total Perimeter Length = 363 meters

Approx. Area = 0.34 hectares

LEGEND

- Legal Boundaries
- Legal Corners
- DOCK
- Proposed Roads
- Built Roads
- Foreshore Lease
- Contours





Toquaht Nation

Post Office Box 759, Ucluelet, British Columbia, V0R 2A0
PHONE: 250-726-4230 FAX: 250-726-4403

October 26, 2009

Mr. Ron J. Coulson
399 Clubhouse Drive
Courtenay, B.C.
V9N 9G3

Dear Mr. Ron Coulson

Re: Proposed Toquaht Wilderness Resort – Foreshore Lease Application covering Toquaht Bay tidal waters adjacent to the south boundary of Lot 1518 Barclay Land District as proposed on the attached map.

This is to advise you that the Toquaht First Nation has reviewed the proposed lease during the initial property development planning phase and again this week. Accordingly, we have no objections to the proposed foreshore lease adjacent to the south boundary of Lot 1518 Barclay Land District as outlined on the attached application map, provided the lease area will not be used as a commercial marina and is restricted to private boat launch and moorage for the Toquaht Wilderness Resort Property owners.

Further, we expect that any marine boat launch and moorage development will meet the requirements set out by DFO.

Should you require any additional information please contact me at 250-726-2420 or Chief Anne Mack at 250-726-5286.

Yours truly,


Chief Bert Mack
Hereditary Chief
Toquaht First Nation



Transport Canada Transports Canada

Navigable Waters Protection Program
Suite 820, 800 Burrard Street
Vancouver B.C. V6Z 2J8

Your file Votre référence

Our file Notre référence
8200-2012-500949

August 17, 2012

PRIORITY POST

Toquaht Wilderness Resort Ltd.
399 Clubhouse Drive
Courtenay, BC V9N 9G3

Attention: C. Coulson-Prieto

RE: Application under the *Navigable Waters Protection Act* for Approval of the Dock (commercial), located on Toquaht Bay, located on unsurveyed foreshore or land covered by water being part of the bed of Toquaht Bay, 19km NE of Ucluelet, fronting on DL 1518 Clayoquot Land District, Vancouver Island, in the Province of British Columbia.

Enclosed please find an Approval for the above-noted work signed on behalf of the Minister of Transport, Infrastructure and Communities pursuant to subsections 5(1) and (3) of the *Navigable Waters Protection Act (NWPA)*.

Ensure to review your Approval in its entirety and acknowledge receipt via the contact information provided below. In particular, note that your Approval carries a validity period and therefore it will be necessary to seek Re-Approval prior to the expiry date.

Please note that you must comply with the terms and conditions in the attached Approval document as well as any other requirements under the *NWPA*, its regulations and other relevant legislation.

Please notify this office of the date that construction starts and ends. Should you not be able to abide by these dates, the Minister may extend the construction period should your particular facts warrant such an extension.

Should you have any questions, please do not hesitate to contact our office in Vancouver by phone at (604) 775-8867, by fax at (604) 775-8828 or by e-mail at PacNWP-PENPac@tc.gc.ca.

Respectfully,

Ryan Greville
Officer, Navigable Waters Protection Program
Marine Safety
Transport Canada
Pacific Region

RG/td

Enclosure

c.c. PAP Forestry Services, 4174 Parkinson Place, Port Alberni, BC V9Y 8B8
MFLNRO, Nanaimo
CHS



NAVIGABLE WATERS PROTECTION ACT (R.S.C. 1985, c. N-22) as amended by Part 7 of the Budget Implementation Act, 2009, S.C. 2009, c. 2 (Navigable Waters Protection Act), PART I Subsections 5(1) and (3) – Other Than Substantial Interference

8200-2012-500949

Approval

APPLICANT: Toquaht Wilderness Resort Ltd.
399 Clubhouse Drive
Courtenay, BC V9N 9G3

WORK: Dock (commercial)

SITE LOCATION: Located at approximately 49° 01' 48.76" N x 125° 19' 46.51" W, Toquaht Bay, located on unsurveyed foreshore or land covered by water being part of the bed of Toquaht Bay, 19km NE of Ucluelet, fronting on DL 1518 Clayoquot Land District, Vancouver Island, in the Province of British Columbia.

IMPORTANT NOTICE: This document approves the work in terms of its effect on marine navigation pursuant to the *Navigable Waters Protection Act*. In accordance with the *Navigable Waters Protection Act*, the work must be built, placed, maintained, operated, used and removed as per this Approval including the Terms and Conditions listed below and attached plans as well as regulations made pursuant to the *Navigable Waters Protection Act*.

It is the applicant's responsibility to obtain any other forms of approval, including building permits, under any applicable laws.

WHEREAS the above-named applicant has made application to the Minister of Transport, Infrastructure and Communities under the *Navigable Waters Protection Act* for approval of the above-referenced work at the above-described site in accordance with the attached plans(5);

WHEREAS it is considered advisable to approve the said work at the said site and plans(5) thereof for a period of 30 years pursuant to the Schedule referred to in subsection 3(1) of the *Navigable Waters Works Regulations*.

THEREFORE, the Minister of Transport, Infrastructure and Communities, pursuant to subsections 5(1) and (3) of the *Navigable Waters Protection Act*, hereby approves the said work at the said site and plans(5) thereof in accordance with the following terms and conditions:

1. The construction of the work is started within one (1) year and finished within three (3) years of the approval date.
2. The characteristics of all dock lighting shall be a continuous white light and be directed downward onto the float so as not to interfere with the navigation of any vessel or to mislead a vessel's operator.
3. Should dock lighting not be installed and/or operated from dusk until dawn a yellow flashing light shall be placed on the dolphin at the end of the facility. The light will display a 0.5 second flash every 4 seconds, with a minimum nominal range of 1 nautical mile.

3. Should dock lighting not be installed and/or operated from dusk until dawn a yellow flashing light shall be placed on the dolphin at the end of the facility. The light will display a 0.5 second flash every 4 seconds, with a minimum nominal range of 1 nautical mile.
4. On completion of installation of the work/facility, please contact the Database Information Officer of the Canadian Hydrographic Services at (250) 363-6360. This will ensure the correction of marine charts and publications.

.... 2

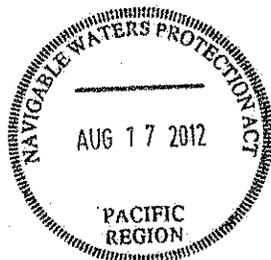
Canada

8200-2012-500949

5. Within 6 months of the completion of the work, as-built drawings must be submitted to the regional NWP Office.

AUG 17 2012

SIGNED on _____ in Vancouver, B.C.



A handwritten signature in black ink, appearing to read "R. Greville", written over a horizontal line.

Ryan Greville
Officer, Navigable Waters Protection Program
Marine Safety
Transport Canada
Pacific Region

for the Minister of Transport, Infrastructure and
Communities

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of October 3, 2012

| No. | Date | Action Item | Assigned to | Target Date/Update |
|----------------------------------|---------------------------------|--|-------------------|---|
| Administration Department | | | | |
| 1. | Feb. 9/11 WC | Meet with John Aldag, Acting Superintendant, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport | Russell | Lease presented to Parks Canada – Response requested |
| 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 – Winter 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 | Consulting with operators – Complete new lease being drafted by ACRD lawyers |
| 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 | Fall 2012 |
| 5. | April 11 th BD | The Board adopted Bylaw A1074, Long Beach Airport Advisory Committee – Arrange appointments & first meeting of the Committee | Russell | First meeting – Fall 2012 |
| 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/ Janice | Meeting being re-scheduled October/November 2012 |
| 7. | 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 | Awaiting response from HUU-ay-aht First Nation |
| 8. | 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 | Fall 2012 |
| 9. | Sept. 12 th Board | The Board gave 3 Readings to Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 – Forward for approval by the Inspector | Wendy | Done – Approval received by the Inspector on Sept. 19 th – Referendum date set for November 24, 2012 |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|---------------------------|--|---|--------------|---|
| 10. | Sept. 12 th Board | The Alberni-Clayoquot Regional District Board of Directors appoint Mr. Wade Hepp as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term | Wendy | Advised the SLVFD |
| 11. | Sept. 12 th Board | Forward a letter of appreciation to Mr. Peter Klaver for his dedicated years of service on the Sproat Lake Volunteer Fire Department and forward a letter of congratulations to the new SLVFD Fire Chief, Mr. Wade Hepp | Wendy | Done |
| 12. | Sept. 12 th Board | Forward a letter to the Minister of Fisheries and Oceans Canada regarding the PST Mitigation Fund | Robert G. | Done |
| 13. | Sept. 19 th EA Directors | The Electoral Area Directors Committee agreed in principle to funding a study of the ring road route proposed by the PA Port Authority subject to the Regional District securing the funds – Advise the Port Authority & investigate possible funding options | Russell/Teri | PA Port Authority has been advised – Board to consider October 10 th |
| 14. | Sept. 19 th EA Directors | Evaluate staffing in the Environmental Services Department and provide options for consideration by the ACRD Board during 2013 budget discussions | Russell | Fall 2012 following Board approval |
| Finance Department | | | | |
| 15. | Jan. 11/12 COW | Investigate other fuel providers for RD Fleet | Teri | Investigating |
| 16. | April 25 th BD | Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1 | Andrew | Drafting |
| 17. | 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 |
| 18. | July 11 th Board | Provide the ACRD Board with a list of ACRD owned assets | Teri | Fall 2012 |
| 19. | Sept. 12 th Board | Prepare a 2013 tax exemption Bylaw for the Alberni Golf Club and the Long Beach Golf Club for consideration by the Board of Directors | Teri | October 10 th Board |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|--|------------------------------|---|---------------------|---|
| Environmental Services Department | | | | |
| 20. | June 6/08 | Bamfield Liquid Waste Management Infrastructure Planning Grant | Andy/ Janice | Arranging a community meeting to discuss the report |
| 21. | Sept. 16/09 AV | Work with City of PA Staff or Engineer on Bell Road/Stuart Ave. Water | Andy/ Janice | Grant approved – Require meeting with Director |
| 22. | Oct. 1/09 | East Bamfield Waste Transfer Site Re-use shed at Waste Transfer Site | Rob/Andy | Work in progress |
| 23. | Apr. 6/10 | West Bamfield Harbour Authority Dock Improvements (ICET) | Andy/ Janice | Work to be completed in 2012 – In Progress |
| 24. | Apr. 8/10 WC | Work with Parks Canada on the landfill road agreement | Russell | In Progress |
| 25. | 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) |
| 26. | 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 |
| 27. | Oct. 13/10 COW | Work with Tofino Air on details of their request for a new lease at the Long Beach Airport | Andy/ Janice | In Progress |
| 28. | 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 |
| 29. | May 11/11 AV Comm | Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill | Andy/Russell | Background provided for review with Tseshaht First Nation |
| 30. | 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 eliminate boil water advisories |
| 31. | 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 |
|-----|----------------------------------|---|-------------|---|
| 32. | May 9 th BD | The Board approved applying through ICET for funding to construct a pedestrian bridge across China Creek to link Stage 1 & 2 of the Inlet Trail – Submit application | Janice | Stage II approval |
| 33. | 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 | 90% complete – Awaiting hydro installation |
| 34. | 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 | Increased signage has been requested – to be discussed at next Log Train Trail Advisory Meeting |
| 35. | July 9 th WC Comm | Investigate options for renting out the new tractor at the Long Beach Airport to the West Coast Communities | Mark | In Progress |
| 36. | 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 | Janice | Awaiting decision |
| 37. | Aug. 8 th Board | Submit C2C Forum application to host a forum with all First Nations in the region to share results of the Maa-nulth Treaty and to discuss collaboration with other partners in the region | Janice | Awaiting decision |
| 38. | Aug. 8 th Board | The Board approved awarding the Long Beach Airport Access Road Culvert Replacement tender to Gibson Bros. Contracting for a total price of \$57,935.85 – Award the contract | Andy | Completed |
| 39. | August 22 nd Board | Arrange a tour for Directors of the abandoned tire site | Andy/Janice | Tour being re-scheduled |
| 40. | Sept. 12 th Board | The Board awarded the contract to Adelhardt Concrete Plus Construction in the amount of \$20,720.00 including HST to build a Share Shed at the Bamfield Transfer Station | Andy | Construction in progress |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|----------------------------|--------------------------------|---|---------------|--|
| Planning Department | | | | |
| 41. | June 1/09 | East Bamfield Parking Plan | Mike | Part of OCP review in 2012 |
| 42. | June 1/09 | Bamfield OCP Review | Mike | Draft to APC in September |
| 43. | 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 |
| 44. | n/a | Airport Zone Bylaw – AV Airport/Long Beach Airport | Mike | Ongoing |
| 45. | n/a | Alberni Valley OCP Review | Mike | In progress |
| 46. | 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 |
| 47. | 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 |
| 48. | 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 | Done |
| 49. | 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 |
| 50. | 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 | Done |
| 51. | 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-aht First Nation – Investigate | Mike | Investigating Grants |
| 52. | Aug. 8 th Board | The Board gave 3 readings to Bylaw PS1055-5, Building Bylaw Permit Fees – Advertise amendments in papers and then forward for final adoption by the Board | Mike | Done |

| No. | Date | Action Item | Assigned to | Target Date/Update |
|-----|--|--|-------------|--------------------|
| 53. | August 22 nd Board | Ask the Agricultural Development Committee to consider conducting a tour | Mike | Done |
| 54. | August 22 nd Board | Provide the Board with backup information on noise issues and enforcement to forthcoming bylaw enforcement report | Mike | September |
| 55. | Sept. 12 th Board | Investigate options for declaring Cougar Annies Garden a historical place and report back to the Board | Mike | |
| 56. | Sept. 12 th Board | PS1055-5, Building Bylaw – Building Permit Fees was adopted by the Board – Implement new fee structure | Mike | Done |
| 57. | Sept. 19 th EA Directors | The EA Directors approved the proposed changes to the ACRD bylaw enforcement procedures in order to improve efficiency of the bylaw enforcement process and to insure a timely resolution to infractions – Forward for consideration by the ACRD Board | Mike | October |
| 58. | Sept. 19 th EA Directors | The EA Directors approved the recommended changes to the ACRD planning process – Forward for consideration by the ACRD Board | Mike | October |

Issued: October 3, 2012



MEMORANDUM

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Date: October 2, 2012
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following since the Board of Directors meeting on August 22, 2012:

- Prepared and sent out the Garbage and Recycling bills for the period of July 1, 2012 to June 30, 2013. The due date for these bills is October 12, 2012.
- Issued then evaluated responses for a Request for Proposal for Audit Services with the recommendation being brought forward for the Board's consideration.
- West Coast Multiplex tax implications were determined based on the establishing bylaw and amounts provided to the Multiplex committee for their information.
- Worked on compiling the financial information for the final period of Beaver Creek Water System. Audit work is to begin on October 9th, 2012.
- Reviewed the Salmon Beach Committee's proposed 2013 budget and provided feedback before their Labour Day public meeting.
- Drafted the 2013 Permissive Tax Exemption bylaw for the Board's consideration.
- Provided feedback and further information to the Treaty Implementation consultants, EcoPlan, with regard to the Orientation Manual, Toolkit, video and potential service areas that HFN and YG may be interested in joining in the future.
- Prepared a memo for the Electoral Area Directors regarding Gas Tax funding including background information and status of projects. Attended the September 19th meeting.
- Started the process of creating the financial statements in Caseware.
- Attended the West Coast Committee and West Coast Multiplex meetings on September 5th at the Long Beach Golf Course.

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



| | 2012 YEAR TO DATE ACTUAL | 2012 ANNUAL BUDGET | PERCENTAGE OF BUDGET |
|--|-----------------------------|-----------------------|-------------------------|
| REVENUE | | | |
| Tax requisition | \$ 3,577,766 | \$ 3,587,654 | 99.72% |
| Parcel taxes | 682,178 | 682,178 | 100.00% |
| Value added taxes | 17,252 | 2,500 | 690.08% |
| Grants in lieu of taxes | 88,235 | 31,900 | 276.60% |
| Services provided to other governments | 48,131 | 167,677 | 28.70% |
| Sale of services | 2,436,851 | 2,811,800 | 86.67% |
| Other revenue | 227,157 | 158,000 | 143.77% |
| Grants from other sources | 1,536,900 | 5,077,077 | 30.27% |
| Surplus (deficit) from prior years | 1,134,550 | 1,103,148 | 102.85% |
| Committed surplus from prior year | 2,139,638 | 2,137,538 | 100.10% |
| | <hr/> | | |
| SUBTOTAL | 11,888,658 | 15,759,472 | 75.44% |
| | | | |
| <i>Transfers from Municipalities for</i> | | | |
| Municipal Finance Authority | \$ 396,722 | \$ 648,591 | 61.17% |
| | <hr/> | | |
| TOTAL REVENUE | \$ 12,285,380 | \$ 16,408,063 | 74.87% |



**SUMMARY OF REVENUE AND EXPENDITURES
FOR PERIOD ENDING AUGUST 31, 2012**

(PAGE 2)

| | 2012 YEAR TO DATE ACTUAL | 2012 ANNUAL BUDGET | PERCENTAGE OF BUDGET |
|---|-----------------------------|-----------------------|-------------------------|
| EXPENDITURES | | | |
| Electoral Area Administration | \$ 58,429 | \$ 2,693,107 | 2.17% |
| General Government Services | 954,594 | 1,067,750 | 89.40% |
| Franklin Road Fire Protection | 67 | 6,900 | 0.97% |
| Mountain Ranch Road Fire Protection | 2,682 | 2,715 | 98.78% |
| Bamfield Fire Department | 79,207 | 92,000 | 86.09% |
| Beaver Creek Fire Department | 118,927 | 236,550 | 50.28% |
| South Long Beach Fire Protection | 13,966 | 14,000 | 99.76% |
| Sproat Lake Fire Department | 250,667 | 566,700 | 44.23% |
| Grandville Road Fire Protection | 1,072 | 1,105 | 97.01% |
| E 9-1-1 Telephone System | 257,742 | 264,000 | 97.63% |
| Port Alberni - Arena | 58,081 | 238,348 | 24.37% |
| Building Inspection | 122,564 | 212,500 | 57.68% |
| Noise Control-Beaver Creek | 667 | 2,000 | 33.35% |
| Animal Control-Sproat Lake | 67 | 3,100 | 2.16% |
| Emergency Planning-Alberni Valley | 43,331 | 84,000 | 51.58% |
| Animal Control- Beaver Creek | 67 | 3,000 | 2.23% |
| Emergency Planning-West Coast | 4,632 | 12,890 | 35.93% |
| Beaver Creek Electoral Arena Contribution | 26,244 | 27,661 | 94.88% |
| Cherry Creek Electoral Arena Contribution | 21,991 | 23,408 | 93.95% |
| Sproat Lake Electoral Arena Contribution | 33,341 | 34,758 | 95.92% |
| Noise Control- Cherry Creek | 667 | 2,000 | 33.35% |
| Custom Transit | 291,688 | 439,000 | 66.44% |
| Salmon Beach Sewage Disposal | 56,017 | 66,450 | 84.30% |
| South Long Beach Street Lighting | 485 | 750 | 64.67% |
| Arvay Road Street Lighting | 764 | 1,150 | 66.43% |
| South Long Beach Bike Path | 3,467 | 3,600 | 96.31% |
| Noise Control-Sproat Lake | 3,142 | 2,000 | 157.10% |
| Alberni Valley Airport | 102,464 | 150,000 | 68.31% |
| Tofino/Ucluelet Airport | 396,127 | 4,451,508 | 8.90% |
| Alberni Valley Landfill and Bamfield | 1,470,572 | 2,244,200 | 65.53% |
| West Coast Landfill | 596,901 | 801,500 | 74.47% |
| Bamfield Community Park | 1,934 | 6,100 | 31.70% |
| Sproat Lake Community Park | 62,429 | 142,355 | 43.85% |
| South Long Beach Community Park | - | 7,500 | 0.00% |
| Management of Development- Rural Area | 215,009 | 427,500 | 50.29% |
| Regional Planning Services | 66,676 | 152,500 | 43.72% |
| Regional Library | 267,088 | 357,100 | 74.79% |
| Alberni Valley Tourism Marketing | 17,418 | 2,500 | 696.72% |
| Regional Parks | 1,943 | 13,633 | 14.25% |
| Salmon Beach Security | 33,545 | 64,900 | 51.69% |
| Salmon Beach Garbage Collection | 11,463 | 22,500 | 50.95% |
| Salmon Beach Recreation | 9,027 | 29,400 | 30.70% |
| Salmon Beach Transportation | 77,452 | 130,350 | 59.42% |
| Salmon Beach Water Supply | 24,486 | 30,400 | 80.55% |
| Salmon Beach Power | 17,002 | 71,000 | 23.95% |
| Alberni Valley Water Study | 555 | 11,306 | 4.91% |
| West Coast Multiplex - Proposed | - | 7,500 | 0.00% |
| Beaver Creek Water System | 462,966 | 715,850 | 64.67% |
| Bamfield Water System | 141,129 | 172,911 | 81.62% |
| Millstream Water System | 22,771 | 32,634 | 69.78% |
| Alberni Valley Health Network | 18,238 | 69,750 | 26.15% |
| Grant-in-Aids - Combined | 273,351 | 311,403 | 87.78% |
| SUBTOTAL | 6,695,114 | 16,527,742 | 40.51% |
| Transfer to MFA on behalf of Municipalities | 396,722 | 648,591 | 61.17% |
| TOTAL EXPENDITURES | \$ 7,091,836 | \$ 17,176,333 | 41.29% |



MEMORANDUM

To: Board of Directors
From: Andy Daniel, A.Sc.T., Manager of Environmental Services
Date: October 3, 2012
Subject: Environmental Services Department Staff Report

In addition to day-to-day activities, the Environmental Services Department has been working on the following since the Board of Directors meeting on August 22, 2012:

Long Beach Airport

- Prepared renewal lease agreements for Tofino Air and Atleo Air hangars.
- Prepared Terminal Building Caretaker and House Rental agreement.
- Terminal building thoroughly cleaned.
- Culvert replacement project completed by Gibson Brothers of Tofino.
- Runway Rehabilitation project completed. Deficiencies are being addressed.
- Installed water meters to Long Beach Golf Course, Atleo Air hangar, Tofino Air hangar and rental house.
- Reservoir area brushed and vegetation removed.
- Investigating reservoir integrity and disposal of salt from disinfection process.
- Upgraded road access to roadway to pump station.
- Brush cutting and wildlife management program ongoing.
- Emergency Response Plan discussions.
- Met with West Coast Directors and reviewed prospective lease for the LB golf course.
- Met with Engineers to discuss and plan proposed well drilling.
- Site visits by Manager of Environmental Services (MES) for review and inspection.

AVRA

- Grading and tilling the runway infield for planting.
- Organized beaver removal program.
- Installed new culverts and repairing fencing.
- Returned new tractor to LBA.
- Site visits by MES for inspection.
- Crack sealing performed and line painting completed.

West Coast Landfill

- Remediated existing ditches to recapture Leachate that has been flowing off site.
- Site visits by MES for inspection.
- Meetings with Engineer and Contractor on proposed works.

Alberni Valley Landfill

- Ordered tanks for used anti-freeze and used oil to be installed at the AV Landfill. These will be paid for by the BC Used Oil Management Association.
- Prepared information and educational brochure for the AV Landfill.
- Completed safety guard-rail system. Responded to public enquiries about the safety components and organized improved drop-off for yard and garden materials.
- On-site gravel stockpiles for winter use.
- Responded to leachate line deficiencies to lagoon caused by culvert replacement.
- Investigating gravel cover supply.
- Assisted with organizing tour for Director's with Tseshaht FN at Devil's Den Abandoned Recycling Tire plant.
- Site visits by MES for review and inspection.

Bamfield

- Awarded contract for the construction of the Transfer Station Share Shed.
- Advertised and closed the RFP for the Bamfield Water System Consulting services.

- Reviewed the three engineer's proposals to select best candidate.
- Technical Consultant designing chlorination alarms and systems.
- Worked with force main installation crews to protect water system during construction.
- Replaced chlorine injector for the water transmission main.
- Worked with DFO to try and obtain water main easement for west Bamfield.

Salmon Beach

- Salmon Beach Septic System Tender awarded and is 90% complete, awaiting for hydro installation.
- Renewed licence of occupation with Ministry of Transportation for the Faber Road Firehall right-of-way.
- Float dock removed for the winter season.

Sproat Lake

- Final report submitted to Transport Canada for SLMP funding.
- Harold Bishop Firehall and Lakeshore Firehall tender advertised and closed. Awaiting Board approval on awarding.
- Submitted quarterly report and claim for Harold Bishop Firehall funding from Towns for Tomorrow.
- Cougar Smith Park lake water supply and disinfection system completed. VIHA authorized "potable" water status to system and drinking fountain reactivated.
- Working towards certifying Cougar Smith Park water system with VIHA.
- Received approval with Ministry of Forests to remove derelict bridge in Faber Park.
- Bridge removed from the park by the SLVFD.
- Reviewed Municipal Insurance Authority Risk Review Report for Bike Park and dock.
- Rehabilitation of CSP Ball field
- Repair CSP asphalt on the tennis courts

City of Port Alberni

- Recycling invoices mailed out.

Ucluelet

- Worked with the District of Ucluelet Manager of Environment and Emergency Services to re-activate fire protection for Millstream subdivision.

Beaver Creek

- Prepared newsletter to include with Beaver Creek water invoices.
- Back-flushing bi-weekly related to high water usage.
- Issued watering restrictions to inform users of summer system limitations.
- Replaced 12 meters on Beaver Creek Road between McKenzie and Plymouth Road.
- Casual Water Operator working Fridays and on-call every second week.
- Scheduled annual hydrant maintenance for October.
- Working with Beaver Creek personnel to review system and procedures.
- Received approval from VIHA to use fire truck for temporary boil water advisories.
- Reservoir construction began with rock breaking until equipment failure created a two week delay.
- Organizing data base of services that have had meters replaced and history of consumption.
- Beaver Creek Water Advisory Committee Meeting cancelled.
- Quarterly pump vibration analysis completed.
- Brush cutting around meters, hydrants and valves.

General

- Submitted application to UBCM for Community to Community Forum.
- Reviewing upcoming and current engineering projects with McGill Engineering.



Submitted by: _____

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