



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 14, 2012, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Special Board of Directors Meeting – October 10, 2012	1-2
<i>THAT the minutes of the Special Board of Directors meeting held on October 10, 2012 be adopted.</i>	
b. Board of Directors Meeting – October 24, 2012	3-13
<i>THAT the minutes of the Board of Directors meeting held on October 24, 2012 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. REQUEST FOR REVIEW	14-18
Ministry of Justice, October 31, 2012, Request to review the recent earthquake event and response with our Emergency Program Coordinator to identify opportunities for improvement.	
<i>THAT the Board of Directors refer the correspondence to the next meeting of the Alberni Valley Emergency Planning Committee and copy to Linda Myres, Bamfield Emergency Planning Coordinator.</i>	
b. REQUEST FOR ENDORSEMENT	19-20
Bamfield Community Hall Society Board of Directors, November 6, 2012, Request for the Alberni-Clayoquot Regional District Board of Directors to endorse the Bamfield Community Hall Society's proposal	

for a new Bamfield Community Hall.

THAT the Board of Directors refer the Bamfield Community Hall Society's request to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the Alberni-Clayoquot Regional District.

7. CORRESPONDENCE FOR INFORMATION

- | | | |
|----|------------------------------------------------------------------------------------------------------------------------|--------------|
| a. | ASSOCIATION OF VANCOUVER ISLAND MUNICIPALITIES | |
| | Clean-up of Abandoned Tire Dump | 21 |
| | Request for Submissions and Call for Nomination for AVICC Executive | 22-30 |
| b. | LOCAL GOVERNMENT LEADERSHIP ACADEMY | 31 |
| | Local Government Leadership Academy 2013 Leadership Forum – February 20-22, 2013. | |
| c. | BC METIS FEDERATION | 32-33 |
| | Metis Day of Remembrance – Louis Riel Day, November 16, 2012. | |
| d. | SUPPORT FOR ISLAND CORRIDOR FOUNDATION | 34 |
| | Chemainus Theatre Festival | 35 |
| | Five Citizens of Port Alberni | 36-37 |
| | Energy Solutions for Vancouver Island | |
| e. | TSESHAHT FIRST NATION | 38-39 |
| | Letter to the Ministry of Justice regarding the October 27, 2012 Haida Gwaii Earthquake | |
| f. | CITY OF PORT ALBERNI | 40 |
| | Letter to the Honourable Christy Clark, Premier of BC regarding request to increase Persons With Disabilities Benefit. | |
| g. | BC TREATY COMMISSION | 41 |
| | Annual Report 2012
(Report Held in Office) | |
| h. | WATER FINANCE RESEARCH FOUNDATION | 42 |
| | Water Main Break Rates in the USA and Canada: A Comprehensive Study
(Report Held in Office) | |
| i. | FOREST PRACTICES BOARD | 43-44 |
| | 2011/12 Annual Report
(Full Report Held in Office) | |
| j. | OMBUDSPERSON | 45 |
| | Open Meetings: Best Practices Guide for Local Governments | |
| k. | ASSOCIATION OF KOOTENAY & BOUNDARY LOCAL GOVERNMENTS | 46-47 |
| | News Release regarding Provincial funding formula to local governments | |

- l. **HEALTHY FORESTS HEALTHY COMMUNITIES** 48
Healthy Forests – Health Communities: A conversation on BC forests
- m. **NUU-CHAH-NULTH TRIBAL COUNCIL** 49
Draft Record of Decisions – Motion #17 Float Homes
- n. **MINISTRY OF ENVIRONMENT** 50
Follow up to meeting at UBCM
- o. **WESTERN ECONOMIC DIVERSIFICATION CANADA** 51-52
Offer of Financial Assistance Under the Community Infrastructure Improvement Fund
- p. **YUULU?I?ATH GOVERNMENT** 53
Yuulu?i?ath Lands at the Junction of Highway 4 and the Tofino-Ucluelet Highway

THAT the Board of Directors receives correspondence for information a-p.

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** 54
Consulting Engineering Services for the Bamfield Water System

THAT the Alberni-Clayoquot Regional District Board of Directors award the Consulting Engineering Services contract for the Bamfield Water System review to Koers & Associates Engineering Ltd., in the amount of \$10,000.00.

- b. **REQUEST FOR DECISION** 55
West Bamfield Public Port Facility

THAT the Board direct staff to investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada.

- c. **REQUEST FOR DECISION** 56-57
Regional Transit Feasibility Study

THAT the Alberni-Clayoquot Regional District Board of Directors explore the conduct of a Transit Feasibility Study for the region by BC Transit.

- d. **ADMINISTRATIVE MEMO** 58-67
Planning Department Application Procedures – Recommendations from the Electoral Area Directors Committee

THAT the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

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.*

- e. **ADMINISTRATIVE MEMO**
Bylaw Enforcement Procedures – Recommendations from the Electoral Area Directors Committee

68-71

THAT the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

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. *Provide public information through a bylaw pamphlet*

- f. **ADMINISTRATIVE MEMO**
Finance Warrant No. 522

72-102

THAT the Board of Directors approves Finance Warrant Number 522 in the amount of \$922,714.67 dated October 31, 2012.

- g. **ADMINISTRATIVE MEMO**
TD Visa Payment and Statement

103-104

THAT the Board of Directors receives this report for information.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RD11004, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD**
Rezoning Application – Memorandum and Bylaws P1296 and P1297

105-109

THAT Bylaw P1296, Sproat Lake Official Community Plan Amendment Bylaw, be adopted.

THAT Bylaw P1297, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

- b. **BEAVER CREEK OFFICIAL COMMUNITY PLAN**
Public Hearing Report and Minutes and Bylaw P1291

110-159

THAT the Board of Directors receives the public hearing report for Bylaw P1291.

THAT the Board of Directors receives the public hearing minutes for Bylaw P1291.

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

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

- d. **DVF12006, VAN VLIET, 6088 RENTON ROAD SOUTH**
Development Variance Application – Report

160-165

THAT the Board of Directors pass a resolution to consider issuing the development variance DVF12006.

9.2 ALL DIRECTORS

- a. **COUGAR ANNIE HISTORIC PLACE**
Staff Report

166

THAT the Board of Directors receives the staff report.

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|------------------------------------------------------------|----------------|
| a. | Staff Action Items Report – November 7, 2012 | 167-172 |
| b. | CAO Report – November 7, 2012 | 173 |
| c. | Finance Department Staff Report – November 7, 2012 | 174 |
| d. | Environmental Service Department Report – November 7, 2012 | 175-178 |

THAT the Board of Directors receives the Staff Reports.

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- | | | |
|----|----------------------------------------------------------------------------------|----------------|
| a. | Coastal Community Network
Minutes from a meeting held October 18, 2012 | 179-187 |
|----|----------------------------------------------------------------------------------|----------------|

THAT the Board of Directors receives this report.

- b. **Other Reports**

11. UNFINISHED BUSINESS

12. LATE BUSINESS

(requires 2/3 majority vote)

13. QUESTION PERIOD

14. ADJOURN

Next Board of Directors Meeting: Wednesday, November 28, 2012, 1:30 pm
Alberni-Clayoquot Regional District Board Room



Alberni-Clayoquot Regional District

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 10, 2012

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

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

REGRETS: Wendy Thomson, Manager of Administrative Services

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

1. **CALL TO ORDER:**
The meeting was called to order at 12:30 pm.

2. **WAIVE NOTICE OF SPECIAL MEETING**

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the Board of Directors conduct a special Board of Directors meeting for the purpose of establishing an in-camera meeting to:

- a. Discuss matters relating to 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; and,*
- b. *Waive the notice requirement*

CARRIED UNANIMOUSLY

3. CLOSE THE MEETING TO THE PUBLIC

MOVED: Director McNabb

SECONDED: Director Geall

THAT the meeting be closed to the public to discuss matters relating to negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.

CARRIED

The meeting was closed to the public at 12:33 pm.

4. RE-OPEN THE MEETING

The meeting was re-opened to the public at 3:55 pm.

5. ADJOURN

MOVED: Director Kokura

SECONDED: Director Bennett

THAT this meeting be adjourned at 3:56 pm.

CARRIED

Certified Correct:

Cindy Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 24, 2012

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

DIRECTORS PRESENT: Cindy Solda, Chairperson, City of Port Alberni
Eric Geall, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)
Penny Cote, Electoral Area "D" (Sproat Lake)
John McNabb, Electoral Area "E" (Beaver Creek)
John Douglas, Mayor, City of Port Alberni
Duncan McMaster, Alternate Director, District of Tofino
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułuꞵitꞵatꞵ Government

REGRETS: Lyle Price, Alternate Director, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Andy Daniel, Manager of Environmental Services

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 1:32 pm.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Geall

THAT the agenda be approved as circulated with the addition of the following late items: verbal reports - West Coast Aquatic and Emcon Winter Stakeholders meeting.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 10, 2012

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the minutes of the Board of Directors meeting held on October 10, 2012 be adopted.

CARRIED

b. West Coast Committee Meeting – October 10, 2012

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the minutes of the West Coast Committee meeting held on October 10, 2012 be adopted.

CARRIED

c. Beaver Creek Water Advisory Committee Meeting – October 15, 2012

MOVED: Director Geall
SECONDED: Director McNabb

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on October 15, 2012 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Introduction – Staff Sergeant Mac Richards, Officer-In-Charge, Port Alberni RCMP

The Chairperson introduced the new Officer-In-Charge for the Port Alberni RCMP Detachment, Staff Sergeant Mac B. Richards. Staff Sergeant Richards has over 23 years of service with the RCMP. He has been stationed in 4 detachments in Saskatchewan over 16 years and was primarily responsible for front line policing. He has experience in rural, urban, First Nations and plain clothes policing.

b. Presentations – Charity Hallberg Dodds, Planning Assistant, Laurie L’Heureux, Emergency Program Manager, Wendy Thomson, Manager of Administrative Services.

Charity Hallberg-Dodds, Planning Assistant with the ACRD was presented a gift of recognition for five years of service.

Laurie L'Heureux, Emergency Program Coordinator with the ACRD was presented a gift of recognition for 5 years of service.

Wendy Thomson, Manager of Administrative Services for the ACRD was presented with a gift of recognition for 25 years of service.

- e. Mr. Scott Fraser, MLA (Alberni-Pacific Rim) regarding logging in the local watershed.**

MOVED: Director Bennett

SECONDED: Director Geall

THAT Mr. Scott Fraser, MLA (Alberni-Pacific Rim) be invited to address the Regional District Board.

CARRIED

MLA Fraser reported that here was here this afternoon to share with Directors a copy of a letter of agreement he obtained from the Province for the protection of the ungulate winter ranges within the private land portion of TFL 44. He expressed concerns with Island Timberlands logging in McLaughlin Ridge and the negative impacts on water supply and wildlife habitat. This area has one of the most critical endangered ecosystems in Canada. MLA Fraser advised that he will not stop pushing for a moratorium on logging in the area. The delegation answered questions from Directors.

6. CORRESPONDENCE FOR ACTION

- a. Dr. Paul Hasselback, Medical Health Officer, Vancouver Island Health Authority, October 15, 2012 regarding request for meeting with Board of Directors to present Local Health Area Profiles.**

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Board of Directors invites Dr. Hasselback to an Alberni-Clayoquot Regional District meeting to make a presentation on Local Health Area Profiles.

CARRIED

- b. Tony Bennett, Area "C", West Coast Aquatic, October 17, 2012 regarding request for letter of support endorsing the West Coast Vancouver Island Coastal Strategy.**

MOVED: Director McNabb
SECONDED: Director Geall

THAT the Board of Directors send a letter to West Coast Aquatic endorsing the West Coast Vancouver Island Coastal Strategy.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. The Honourable Steve Thomson, Minister, Forests, Lands And Natural Resource Operations regarding Clean-up of Abandoned Tire Dump;
- b. Union Of British Columbia Municipalities regarding 2012/2013 (Summer) Regional Community to Community Forum – Approval in Principle;
- c. BC Hydro regarding B.C.'s Brilliant Energy Future Springs from an Old-Fashioned Idea;
- d. District of Maple Ridge regarding Correspondence to Honourable Keith Ashfield, Minister, Fisheries and Oceans Canada regarding Federal Fisheries Act – Bill C38;
Correspondence to Honourable Denis Lebel, Minister, Transportation, Infrastructure and Communities regarding support of Federation of Canadian Municipalities campaign “Target 2014: Building our Future”;
- e. Vancouver Island Regional Library regarding Information Package & Strategic Plan 2011-2015;
- f. Clayoquot Biosphere Trust regarding Clayoquot Sound Biosphere Reserve Region’s Vital Signs;
- g. Messages of Condolences regarding the passing of our Chairperson Glenn Wong
- h. Further Messages of Condolences regarding the passing of our Chairperson Glenn Wong.

MOVED: Director Kokura
SECONDED: Director Douglas

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Terrance Salman Hangar Lease – Long Beach Airport**

MOVED: Director Irving
SECONDED: Director Douglas

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 at the Long Beach Airport with Terrance Salman at the rate of \$4,500.00 per year plus HST.

CARRIED

b. Request for Decision regarding Vice-Chair Position & Signing Authority

MOVED: Director Irving

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors recognize Cindy Solda as Interim Chair for the ACRD until the December 7, 2012 annual election.

CARRIED

MOVED: Director Irving

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors conduct an election for Interim Vice-Chair with nominations from the floor and a secret ballot at the October 24 regular meeting.

CARRIED

c. Election of Interim Vice-Chairperson

The CAO conducted elections for Interim Vice-Chairperson of the Alberni-Clayoquot Regional District and Interim Chairperson of the Alberni-Clayoquot Regional Hospital District.

The CAO requested nominations for the position of Interim Vice-Chairperson for the Alberni-Clayoquot Regional District and Interim Chairperson of the Alberni-Clayoquot Regional Hospital District until the December 7, 2012 annual election.

Director Bennett nominated Director Cote for the position of Interim Vice-Chairperson of the Alberni-Clayoquot Regional District and Interim Chairperson of the Alberni-Clayoquot Regional Hospital District until the December 7, 2012 annual election. Director Cote accepted the nomination.

Director Douglas nominated Director McNabb for the position of Interim Vice-Chairperson of the Alberni-Clayoquot Regional District and Interim Chairperson of the Alberni-Clayoquot Regional Hospital District until the December 7, 2012 annual election. Director McNabb accepted the nomination.

The CAO asked two more times for further nominations. There being no further nominations, the CAO and Manager of Administrative Services conducted the election for Interim Vice-Chairperson.

The CAO declared a tie vote. As per the ACRD Procedures Bylaw, the CAO and Manager of Administrative Services conducted a second election for Interim Vice-Chairperson.

The CAO declared a tie vote. As per the ACRD Procedures Bylaw, election of Interim Vice-Chairperson was determined by the drawing of lots. The CAO declared John McNabb Interim Vice-Chairperson of the Alberni-Clayoquot Regional District and Interim Chairperson of the Alberni-Clayoquot Regional Hospital District until December 7, 2012 annual election.

MOVED: Director Kokura
SECONDED: Director Irving

THAT the ballots for election of Interim Vice-Chairperson be destroyed.

CARRIED

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

- a. Cindy Solda, Interim Chairperson*
- b. John McNabb, Interim Vice-Chairperson*
- c. Russell Dyson, Chief Administrative Officer*
- d. Teri Fong, Manager of Finance*
- e. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

d. Request for Decision regarding Committee Changes

MOVED: Director Irving
SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District Board of Directors endorses the committee changes as presented to apply until the January 2013 Board meeting.

CARRIED

f. Request for Decision regarding Island Corridor Foundation – Funding Request for Structural Repairs

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the following individuals be allowed to address the Board of Directors regarding funding the Island Corridor Foundation: Ken McRae, Dennis Dalla Vincenza and Graham Bruce.

CARRIED

Mr. McRae provided an overview of the \$15 million funding coming from the federal and provincial government to upgrade the island railway track and the proposed timelines for the proposed work on the line.

Mr. Dalla Vincenza spoke against the tax. He stated that this proposal does not benefit Port Alberni in any way as there is no timeline to improve the Alberni line.

Mr. Bruce advised that the Island Corridor Foundation website is full of information on the proposed project. The business plan is on the website and the Financial Statements will be on the website in 2013.

MOVED: Director Irving
SECONDED: Director Douglas

THAT the Alberni-Clayoquot Regional District Board of Directors agree in principle to funding its share of the Island Corridor Foundation (ICF) contribution of \$115,200, through a region wide grant in aid subject to:

- 1. exploring alternative funding sources in lieu of property taxes and if funds become available the ACRD be reimbursed by the ICF;*
- 2. the commitment of the ICF partners to their share of the current contribution;*
- 3. commitment by the ICF and other regional partners to submit a budget and plan for the Alberni Sub within 30 months with a letter from ICF Board confirming the next upgrade is the Alberni sub and;*
- 4. Clearly state that this is a one-time contribution only.*

MOVED: Director Bennett
SECONDED: Director Irving

THAT the main motion be amended by striking out region wide.

CARRIED

The main motion, as amended was

CARRIED

Director McNabb, Douglas, Irving, Cote, Geall and Solda voted in favour of the motion.
Director Kokura, Bennett, McMaster, McCarthy voted against the motion.

Director Kokura requested that it be noted in the minutes that Electoral Areas “B” (Beaufort), “C” (Long Beach) and District of Tofino do not wish to be included in the grant-in-aid to the Island Corridor Foundation.

**f. Island Corridor Foundation – Backgrounder to ACRD Funding Request
Further Support for Island Corridor Foundation’s Funding Request**

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Island Corridor Foundation Backgrounder to ACRD Funding Request and the letters of support for this funding request.

CARRIED

g. Request for Decision regarding Electoral Area “F” (Cherry Creek) By-Election

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors conduct a by-election for Electoral Area “F” (Cherry Creek) in February 2013 and offer to conduct the School District No. 70 (Alberni) by-election at the same time.

CARRIED

9. PLANNING MATTERS

a. RA11007, JENSEN, 375 CAPE BEALE TRAIL

Rezoning Application – Memo & Bylaw P1284

MOVED: Director Geall

SECONDED: Director McNabb

THAT Bylaw P1284, Regional District of Alberni-Clayoquot Zoning Amendment Bylaw be adopted.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. Planning and Development Manager Report – October 17, 2012

- b. Building Inspector's Report – August 2012
- c. Building Inspector's Report – September 2012
- d. Staff Action Items Report – October 17, 2012
- e. Meeting Schedule – November 2012
- f. Financial Statements- September 30, 2012

MOVED: Director McNabb

SECONDED: Director Geall

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

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

Director Cote provided an update on the Vancouver Island Regional Library. October is Library month in BC. The Port Alberni branch has been part of the VIRLB for 75 years.

- d. Central West Coast Forest Society – T. Bennett – No Report
- e. Emergency Planning – P. Cote/M. Kokura/C. Solda

Director Cote reported that the Shake Out BC drill was held last Thursday.

- f. Coastal Communities Network – T. Bennett

Director Bennett reported that the Coastal Community Network has arranged their new executive. Director Bennett advised that he remains as Chair at this time. The CCN is in the process of developing a funding formula that they will be sending out to all members. The proposed budget for CCN is approximately \$48,000 to \$50,000.00. Director Bennett will bring the budget and funding formula forward for consideration during 2013 ACRD budget discussions.

- g. West Island Woodlands Advisory Group – J. Jack – No Report
- h. Air Quality Council, Port Alberni – J. McNabb – No Report
- i. West Coast Aquatic Board – T. Bennett

Director Bennett reported that he has been given an opportunity to go to Halifax November 5 – 7th to talk about the West Coast Vancouver Island Coastal Strategy with the University of Halifax. A community planning network has been developed that has been working on coastal planning issues. A representative from the Nuuchah-

Nulth Tribal Council has also been invited to attend. Director Bennett advised that West Coast Aquatic is paying all expenses and there is no cost to the Regional District.

j. Clayoquot Biosphere Trust – No Report

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

The Chairperson reported that AVICC is forwarding a strong letter to the Province regarding clean-up of the old tire recycling plant in Port Alberni. AVICC is looking for input from Directors on workshop topics for the next convention.

l. Beaver Creek Water Advisory Committee – J. McNabb – No Report

m. Islands Trust – C. Solda – No Report

n. Emcon Winter Stakeholders Meeting

Director Cote reported that she and the CAO attended the Emcon Winter Stakeholders meeting recently. School bus drivers raised concerns with no lines on the roads. Director Cote has contact information for Emcon that she will share with the Board.

o. Other Reports

The Chairperson reported on her attendance at the BC Coastal Ferries Pre-Consultation and Engagement Meeting with coastal Regional District Chairs on October 17th in Nanaimo. The group is not happy with the Province's consultation process on the coastal ferry service. A letter is being forwarded to Minister Polak from the group. The Chairperson will provide the Board with a copy of the letter.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors receives the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

14 IN-CAMERA

MOVED: Director McNabb

SECONDED: Director Irving

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

i. labour or other employee relations.

CARRIED

The meeting was closed to the public at 4:05 pm .

The meeting was re-opened to the public at 4:14 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director McNabb

SECONDED: Director Geall

THAT this meeting be adjourned at 4:15 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



October 31, 2012

Mayors and Regional District Chairs:

We are grateful for the swift and effective emergency response seen in those communities where the October 27, 2012 earthquake presented potential tsunami risk.

Fostering resilient communities takes leadership and requires us as leaders to reflect on mechanisms for improvement.

Part of the provincial review involves seeking input from affected community leaders.

The attached letter has been sent to Emergency Program Coordinators across British Columbia. Input will be sought in an endeavour to hear from those directly impacted as a measure of enhancing our operations and response.

Events like this present all levels of government with a learning opportunity. I encourage you to review this letter with your Emergency Program Coordinator and to discuss the emergency plans in place for your jurisdiction.

Your office will also be contacted for assistance in updating the list of elected officials' contact information to aid in emergency communications.

Sincerely,

A handwritten signature in blue ink that reads "Lori Wanamaker".

Lori Wanamaker, FCA
Deputy Solicitor General

Attachment



October 31, 2012

Emergency Program Coordinators:

The earthquake/tsunami event on October 27, 2012, demonstrated the high level of emergency preparedness that has been undertaken by the local governments in BC. Elected officials and emergency managers in all impacted communities deserve praise for the timely and effective response that was undertaken, including evacuations. This event also presents an opportunity for all emergency programs to review their protocols and emergency response plans. We encourage the local governments, who were directly impacted, to review this event and their response to identify opportunities for improvement. Emergency Management BC (EMBC) will be undertaking a thorough debrief of the provincial response based on consultation with emergency management stakeholders and will be contacting these local governments for their input.

Prior to the completion of the provincial debrief process, we would like to clarify the initial response actions of local government emergency management personnel including how information should be managed after an earthquake event that impacts BC.

Local governments must complete a hazard risk and vulnerability analysis for their communities according to the *Emergency Program Act* and regulations, keeping in mind that all parts of British Columbia have a risk of earthquake impacts. Coastal communities have the added risk of a tsunami.

The following are suggested activities that should be undertaken based on the following situations:

- **Significant earthquake is felt in a community located in an area with tsunami risk:**
 - Local governments should undertake the following emergency response activities immediately following a significant earthquake (do not wait for official notification):

.../2

Ministry of Justice

Office of the Assistant Deputy Minister/
Fire and Emergency Management
Commissioner
Emergency Management BC

Mailing Address:
PO Box 9223 STN PROV GOVT
Victoria BC V8W 9J1

Location:
2nd Floor – 525 Fort Street
Victoria BC
Telephone: 250 953-4002
Facsimile: 250 387-4872

- Activate their local emergency response plans and if deemed necessary:
 - Activate local first responders.
 - Undertake public alerting and initiate evacuation of low lying areas.
 - Open an emergency operations centre in a safe location.
 - Report to EMBC.
 - Ensure ongoing public messaging to their citizens.
 - Gather information to develop situational awareness.
- EMBC will activate the Provincial Emergency Coordination Centre (PECC) and appropriate Provincial Regional Emergency Operations Centres (PREOCs) and will use a number of communications tools as appropriate to contact impacted local governments:
 - Direct telephone contact.
 - Teleconference calls.
 - Provincial Emergency Notification System (PENS) using e-mail, voice messaging, and facsimiles.
- EMBC will provide the general public with ongoing situational awareness through:
 - EmergencyInfoBC blogsite.
 - Social media such as Twitter.
 - Mainstream media (press conferences and releases).
- **Earthquake is not felt, however, a community is located in an area with tsunami risk (teletsunami):**
 - Local governments should undertake the following emergency response activities immediately following the receipt of a West Coast Alaska Tsunami Warning Center (WCATWC) and/or EMBC notification of a potential tsunami event:
 - Assess each notification as the message may change as more information becomes known.
 - If a notification indicates an increased risk of tsunami (warning or advisory only):
 - Activate their local emergency response plans.
 - Activate an emergency operations centre in a safe location.
 - Report to EMBC.
 - Determine appropriate response activities.
 - Ensure ongoing public messaging to their citizens.

- EMBC will activate the PECC and appropriate PREOCs and will use various communications tools as appropriate to contact threatened local governments:
 - Direct telephone contact.
 - Teleconference calls.
 - PENS using e-mail, voice messaging, and facsimiles.
- EMBC will provide the general public with ongoing situational awareness through:
 - EmergencyInfoBC blogsite.
 - Social media such as Twitter.
 - Mainstream media (press conferences and releases).
- **Earthquake is felt in a community that is not located in an area that has tsunami risk:**
 - Local governments should undertake the following emergency response activities immediately following a significant earthquake:
 - Activate their local emergency response plans.
 - Activate local first responders.
 - Open an emergency operations centre.
 - Report to EMBC.
 - Develop and distribute public messaging to their citizens.
 - Gather information to develop situational awareness.
 - EMBC will activate the PECC and appropriate PREOCs for any earthquake event where provincial support to local governments may be required. EMBC will provide the general public with ongoing situational awareness through:
 - EmergencyInfoBC blogsite.
 - Social media such as Twitter.
 - Mainstream media (press conferences and releases).

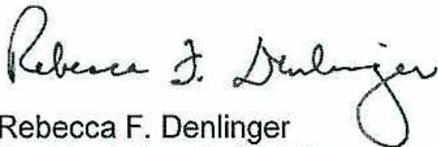
On Saturday, October 27, 2012, EMBC activated the provincial Tsunami Notification Plan at 2010 hours, immediately following the earthquake. The EMBC Emergency Coordination Centre initiated an internal resource request to activate the PECC and the PREOCs. EMBC and Temporary Emergency Assignment Management System (TEAMS) staff were in attendance at the PECC and PREOCs by 2033 hours. Based on the initial bulletin from WCATWC, social media staff sent out a message via Twitter at 2048 hours and EMBC regional offices began contacting communities with potential tsunami risk by telephone. Subject matter experts from Natural Resources Canada and

.../4

Canadian Hydrographic Service were contacted by the PECC at 2030 hours and at 2100 hours to review the information received from WCATWC. Based on these discussions, the PENS was initiated at 2105 hours while the efforts to make contact with those communities that were under a tsunami warning continued. At 2245 hours a media conference call was held by the Minister of Justice. Teleconference calls occurred with EMBC, other US state emergency management organizations and WCATWC on an hourly basis until the cancellation notice was issued at 0247 hours October 28, 2012 by WCATWC. A cancellation notification was sent out by EMBC at 0303 hours. Five PENS bulletins were issued by EMBC during the course of this event. Staff responsible for social media were actively engaged in informing the public.

The provincial debrief will include a discussion on the information flow from the province to emergency management stakeholders and to the public (for example, the use of social media as a communications tool for public awareness of the event). As part of the continuous learning based on this event, EMBC also encourages all local governments that were involved or participated in the October 27, 2012 earthquake/tsunami to contact their regional EMBC office with information regarding their local response activities. This information, as well as the comments and suggestions that will be collected from local governments on provincial response activities, will assist in the creation of the provincial after action report and in the enhancement of subsequent provincial earthquake and tsunami response plans.

Sincerely,



Rebecca F. Denlinger
Assistant Deputy Minister
Fire and Emergency Management Commissioner

Bamfield Community Hall Society
PO Box 90
Bamfield, BC
V0R 1B0

November 6, 2012

To: Alberni Clayoquot Regional District

This missive is to detail the functions of the Community Hall in Bamfield. We (the BCHS) are proposing to build a new Hall to be located adjacent the Bamfield Volunteer Fire Department (BVFD) on Community Park Land. This Hall will serve the communities of Bamfield and Anacla, and be open to the public to enjoy our many annual events & functions. Some of the events we sponsor are:

- New Year's Dance,
- Robert Burns Dinner in January,
- Valentine's Dance,
- St. Patrick's Day festivities & potluck in March,
- Easter Egg Hunt for the children in Centennial Park,
- May Day celebrations,
- Strawberry Tea at the Park (in aid of the Bamfield Historical Society) in June,
- Summer Solstice Festival in June,
- Canada Day celebration in Centennial Park,
- "Hat Dance" in July,
- Harvest Auction & Dinner Fundraiser in August,
- Fall Fair Potluck in September,
- Halloween kids' party at the Community School & fireworks with BVFD,
- Members' Christmas Social & Santa & goodies for the kids.

The BCHS is a non-profit Society with a long tradition of supporting and encouraging community projects, other organizations, and the youth of our towns. All proceeds from our fundraising events are, and will always be, put back into the community; whether to enhance our Parklands throughout the village, and/or to create other areas for public use, recreation and enjoyment, or education.

With this new building, we plan to provide a permanent public display area, and fire-proof storage for the many artifacts and archives of the Bamfield Historical Society, and the Bamfield Arts Council, as well as providing a stage and screen for musical and theatrical productions, a Tea Room, and multipurpose Conference Room. With a commercially certified kitchen, we would meet the requirements for public food service,

and with its adjacency to the Bamfield Volunteer Fire Department, be able to provide additional storage, shelter and relief for the Emergency Preparedness Program, in the event of a disaster. We also wish to provide an attractive space for weddings and other special occasions.

With the continued guidance and support of the ACRD, we seek to present to the Crown a proposal which meets the terms and conditions concerning use of public Parkland. Of the options made available to us, we would like to explore the possibilities of a leasehold subdivision, with a subject to renewal at the end of the term. This would appear to be the most beneficial to both parties.

In closing, the Board of Directors of the Bamfield Community Hall Society urge you to approve our proposal and we remain open to further discussions and suggestions.

Sincerely,

The Bamfield Community Hall Society, Board of Directors

Rose Janelle
Suzanne Jennings
Judith Phillips
Rick MacLeod

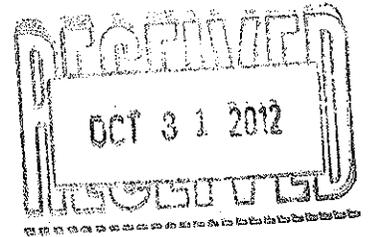
Michelle van Boven
Megan Geall
Heather Alexander
Eileen Scott

Sue Evans
Louis Druehl
Wendy Lukas



October 25, 2012

The Honourable Steve Thomson
Minister of Forests, Lands and Natural Resources
PO Box 9049 STN PROV GOVT
Victoria, BC V8W 9E2



Dear Minister:

RE: ABANDONED TIRE RECYCLING FACILITY NEAR PORT ALBERNI

The abandoned tire recycling facility located on Crown land near the City of Port Alberni and the Tseshaht Indian Reserve of Tsahaheh is a matter that is deeply concerning to the local communities, but also to the broader region in terms of both health and safety, as well as the environment.

The immediate threat is if the dump were to catch on fire, in addition to being difficult to fight with the likelihood of spreading to the Tseshaht Reserve, the toxic smoke would affect the entire region. The secondary threat is the potential of the degrading tires endangering the environment surrounding the dump including the Somass River, a vital resource in this region.

We understand that the Ministry of Forests, Lands and Natural Resource Operations is responsible for Crown land and that issues involving debris on Crown land are addressed on a priority basis, based on resources and available funding. This particular problem has not been deemed a priority because it has been determined that it does not pose an immediate environmental risk.

The Association of Vancouver Island and Coastal Communities strongly urges that the Minister include public health and safety as a criteria in allocating resources for cleanup of Crown land and that the cleanup of the abandoned tire recycling facility near Port Alberni is reprioritized as an urgent priority for the health and safety of the communities in this region.

Sincerely,

Chair Joe Stanhope
President

Cc Mayor Douglas & Council, City of Port Alberni
Chief Councillor Braker, Tseshaht First Nation
Scott Fraser, MLA

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



This notice was distributed electronically to all Members November 1, 2012.

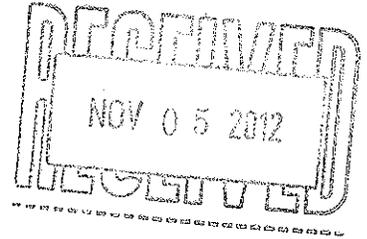
MEMORANDUM

TO: Mayors and Councils, Chairs and Boards
Chief Administrative Officers, Corporate Officers

FROM: President Joe Stanhope

DATE: November 1, 2012

RE: **RESOLUTIONS NOTICE/REQUEST FOR SUBMISSIONS
CALL FOR NOMINATIONS FOR AVICC EXECUTIVE**



Attached is the Resolutions Notice/Request for Submissions and the Call for Nominations for the AVICC Executive. Please note that this year's resolution and nomination deadline is **Monday, February 25, 2013**.

Both AVICC and UBCM members strongly believe in the value of resolutions debate. Both organizations continually seek ways to improve the process. AVICC strives to mirror and complement UBCM's processes in order to develop efficiency and ease of understanding for delegates. Twice each year, following both the AVICC AGM & Convention and the UBCM Convention, AVICC Executive reviews the resolutions process to see if there are any opportunities for improvement. This year, Executive wishes to bring three issues forward and two recommendations to its members.

Review of the 2012 Resolutions Process

This past year, AVICC had the dubious honour of having the second highest number of resolutions submitted to UBCM, but the lowest percentage considered by the Area Association in advance. AVICC members also submitted five of the 16 late resolutions to the UBCM Convention.

Debating of Resolutions by the Area Association in Advance of Submission to UBCM

Following is an excerpt from the UBCM Report of the 2012 Resolutions Committee that shows the statistics for the past 5 years resolutions presented in advance for all five area associations:

This year, 206 resolutions appear in the Resolutions Book; 203 of those submitted by UBCM members. However, only 54% of those resolutions were first debated at Association conferences. In total, 109 resolutions were endorsed by Area Associations for consideration at the UBCM Convention.

AREA ASSOCIATION CONSIDERATION LOWER

Areas	2012		2011	2010	2009	2008
	Resolutions from area	Presented to AA				
AVICC	51	20 39%	54%	34%	52%	58%
LMLGA	48	29 60%	34%	55%	76%	76%
AKBLG	14	9 64%	82%	70%	88%	81%
SILGA	36	19 53%	71%	82%	71%	38%
NCLGA	54	32 59%	67%	80%	79%	69%
Overall	203	109 54%	61%	61%	65%	65%

525 Government St, Victoria, BC V8V 0A8

Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

According to the UBCM Resolutions Committee Procedures, members are urged to submit resolutions first to Area Associations for consideration. A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. Endorsement by the Area Association offers sponsors the benefit of having greater support than one that is sent directly with only the support of an individual Council or Board.

Number of Resolutions

In terms of numbers of resolutions, more is not necessarily better. Members are encouraged to bring new issues of regional or provincial interest forward by resolution. However, we note that resolutions have, more often than necessary, come back year after year on the same topic.

Late Resolutions

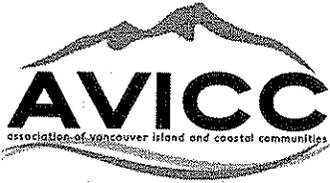
Last year, AVICC received five resolutions after the regular resolutions deadline of February 24. Only two were admitted for debate as a result of meeting the late resolutions criteria. At the recent UBCM Convention, AVICC members submitted five resolutions after UBCM's June 30 deadline. Only two were admitted for debate as a result of meeting the late resolutions criteria.

Request of Our Members:

All three issues noted above will be significantly improved by implementing the following two recommendations:

- ✓ Forward your resolutions for debate first to our AVICC AGM & Convention by the regular resolutions deadline of **Monday, February 25, 2013**.
- ✓ Focus resolution on new issues of provincial or AVICC-wide interest avoiding repeat resolutions by checking the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the Resolutions and Policy tab at the top of the page. It will be possible to locate any Resolutions on the same topic that have been considered in the past and what the response has been.

Included with the Resolutions Notice are guidelines for preparing and submitting resolutions. We appreciate all efforts to expedite and facilitate the debate among members.



2013 AGM & CONVENTION

RESOLUTIONS NOTICE

REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 25, 2013**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

- One copy of the resolution by regular mail and one copy by email to avicc@ubcm.ca (Word version of the resolution itself preferred);
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 10, 2013**.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on <http://www.ubcm.ca>.

AVICC

525 Government Street, Victoria, BC V8V 0A8

Telephone: 250-356-5122 Fax: 250-356-5119 Email: avicc@ubcm.ca

AVICC AGM & Convention – April 12-14, 2013 - Sooke

UBCM RESOLUTIONS PROCESS

1. Members submit their resolutions to their Area Association for debate.
2. The Area Association submits the endorsed resolutions of provincial interest to UBCM.
3. The UBCM Resolution Committee reviews the resolutions for submission to the UBCM Convention.
4. Endorsed resolutions at the UBCM Convention are submitted to the appropriate level of government for responses.
5. Once the provincial responses have been conveyed to the UBCM they are forwarded to the sponsor for their review.

GUIDELINES FOR PREPARING RESOLUTIONS

The Construction of a Resolution:

All resolutions contain a preamble and enactment clause. The preamble describes *the issue* and the enactment clause outlines *the action being* requested. A resolution should answer the following three questions:

- What is the problem?
- What is causing the problem?
- What is the best way to solve the problem?

Preamble:

The preamble commences with a recital, or "WHEREAS", clause. This is a concise paragraph about the nature of the problem or the reason for the request. It should clearly and briefly outline the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two preliminary clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment Clause:

The enactment clause begins with the words "THEREFORE BE IT RESOLVED". It must convey the resolution's intent, and should propose a specific action by AVICC and UBCM.

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

How to Draft a Resolution:

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if the issues it addresses are too complex for them to understand quickly.

2. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated text or vague concepts.

3. Provide factual background information.

Even a carefully constructed resolution may not clearly indicate the problem or the action being requested. Where possible, provide factual background information to ensure that the "intent" of the resolution is understood.

Two types of background information help to clarify the "intent" of a resolution:

i Supplementary Memo:

A brief, one-page memo from the author, that outlines the background that led to the presentation and adoption of the resolution by the local government.

ii Council/Board Report:

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential background information and submit it with the resolution.

Resolutions submitted without adequate background information will not be considered until the sponsor has been consulted and has provided documentation outlining the intent of the resolution.

4. Construct a brief, descriptive title.

A title assists to identify the intent of the resolution and eliminates the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution.

For ease of printing in the Annual Report and Resolutions Book and for clarity of intent, a title should be no more than three or four words.

5. Check legislative references for accuracy.

Where necessary, identify:

- The correct jurisdictional responsibility (e.g., ministry or department within the provincial or federal government); and
- The correct legislation, including the name of the Act.

6. Focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across the province. This will support proper debate on the issue and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts.

7. Avoid repeat resolutions.

In the past, Resolutions have often come back year after year on the same topic. Members and staff are encouraged to search the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the Resolutions and Policy tab at the top of the page. It will be possible to locate any Resolutions on the same topic that have been considered in the past and what the response has been.

8. Ensure that your own local government's process for handling/approving of resolutions to AVICC/UBCM is followed.

UBCM GOLD STAR AND HONOURABLE MENTION RESOLUTIONS

The UBCM Gold Star and Honourable Mention resolution recognition initiative was launched at the 2003 UBCM Convention, and is intended to encourage excellence in resolutions drafting and to assist UBCM members in refining their resolutions in preparation for submission to the annual UBCM Convention.

To be awarded the UBCM Gold Star or Honourable Mention recognition, a resolution must meet the standards of excellence established in the following Gold Star Resolutions Criteria, which are based on the resolution:

1. Resolution must be properly titled.
2. Resolution must employ clear, simple language.
3. Resolution must clearly identify problem, reason and solution.
4. Resolution must have two or fewer recital (WHEREAS) clauses.
5. Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.
6. Resolution must focus on a single subject, must be of local government concern province-wide and must address an issue that constitutes new policy for UBCM.
7. Resolution must include appropriate references to policy, legislation and regulation.
8. Resolution must be submitted to relevant Area Association prior to UBCM.

If you have any questions, please contact Reiko Tagami by email at rtagami@ubcm.ca or by calling 604-270-8226 (extension 115).

MODEL RESOLUTION

SHORT TITLE: _____

Sponsor's Name _____

WHEREAS _____

AND WHEREAS _____

THEREFORE BE IT RESOLVED that _____

(Note: A second resolve clause if it is absolutely required should start as follows:)

AND BE IT FURTHER RESOLVED that _____

AVICC
525 Government Street
Victoria, BC V8V 0A8
Telephone: 250-356-5122 Fax: 250-356-5119
Email: avicc@ubcm.ca



2013 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC is the collective voice for local government on Vancouver Island, the Sunshine Coast, Powell River and the Central Coast. The membership elects directors during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides the direction for the Association between Conventions.

This circular is notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC local government member.

Background information that defines the key responsibilities and commitments of an AVICC Executive member is available on request from the AVICC Office and is published on the website at www.avicc.ca.

A nomination and consent form should be used for all nominations (also available by calling the AVICC Office or on the website at www.avicc.ca).

The Chair of the 2013 Nominating Committee will be named at the January 18, 2013 regular meeting of Executive.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the AVICC Convention Newsletter.

**To Be Included In *The Report on Nominations*,
Nominations Must Be Received By
FEBRUARY 25, 2013**

4. FINAL COMMENTS

The nomination process outlined above does not change the process whereby candidates can be nominated off the floor at the Convention. It does allow those that are interested in seeking office to be nominated in advance of the Convention with the "sanction" of a Nominating Committee and to have their biographical information published in the AVICC Convention Newsletter.

5. FURTHER INFORMATION

Copies of the "consent form" or duties of Executive members are available from the AVICC office or on the website at www.avicc.ca.

All other inquiries should be directed to:

**President Joe Stanhope, Chair
2013 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8**

Phone: (250) 356-5122

Fax: (250) 356-5119

Email: avicc@ubcm.ca

NOMINATIONS FOR THE 2013-14 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Name: _____

Local Gov't Position (Mayor/Councillor/Director): _____

Municipality or Regional District Represented: _____

AVICC Executive Office Nominated For: _____

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution². I also agree to provide the following information to the Chair, AVICC Nominating Committee (c/o AVICC Office) by **Monday, February 25, 2012**.

- 2"x3" Photo in digital format should be sent to avicc@ubcm.ca.
- Biographical information. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall edit as required. A copy in Word format should be sent to avicc@ubcm.ca.

Printed Name: _____

Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: Chair, Nominating Committee, AVICC
525 Government Street, Victoria, BC V8V 0A8 or Fax: 250-356-5119**

AVICC AGM & Convention – April 12-14, 2013 – SOOKE



LOCAL GOVERNMENT LEADERSHIP ACADEMY

MARK THESE DATES – FEBRUARY 20 TO 22, 2013

**LOCAL GOVERNMENT LEADERSHIP ACADEMY
2013 LEADERSHIP FORUM
EXECUTIVE AIRPORT PLAZA HOTEL**

The Local Government Leadership Academy (“LGLA”) is building on the very successful 2012 series of Elected Officials Seminars for New and Returning Elected Officials with a provincial leadership event starting on Wednesday, February 20, 2013 at 1 p.m. and ending on Friday, February 22, 2013 at 11 a.m.

We promise you the same highly rated events as you have experienced previously at past LGLA events. This will be our sixth year of hosting a province-wide event. The Forum will involve a mix of inspiring plenary sessions and practical concurrent workshops. There will be networking opportunities.

The Forum will take place in Richmond at the Executive Airport
Plaza Hotel

Phone - 604-278-5555

Fax 604-207-7110

Reservations email: www.executivehotels.net

The hotel room rate is \$99 plus taxes.

Reserve these dates in your 2013 calendar for a great learning opportunity at a most reasonable cost.

For more information see www.lgla.ca or contact LGLA Board Coordinator, Eydie Fraser, at evfraser@shaw.ca or 250-595-4388.



Monday, October 29th, 2012

Members of Parliament (BC Region)
Members of the Legislative Assembly
Regional Districts
City Councils

Re: Métis Day of Remembrance - Louis Riel Day November 16th, 2012

Dear Levels of Government,

I am writing on behalf of the BC Métis Federation and our member communities to representatives of the Federal, Provincial, Regional, and Municipal governments in British Columbia in an effort to raise awareness and encourage participation November 16th in honour of an important Métis date.

There are a significant number of Métis people in British Columbia with approximately 60,000 spread throughout the province. There are various Métis community and provincial organizations with which Métis people have aligned to ensure Métis culture and history survives for future generations.

November 16th is a very important and symbolic date recognized by Métis people each year in honour of a great Métis leader Louis Riel who was wrongfully hanged by the government of Canada in 1885. Louis Riel was one of our foremost historic leaders who fought for the rights of Métis people as Canada came into existence. There are many more aspects to Métis culture but this date and Mr. Riel symbolize the struggle Métis have had and continue to have today.

Therefore the BC Métis Federation is pleased to provide an article entitled; "*Louis Riel, A Métis Icon*" in our effort to increase awareness about the Métis people of British Columbia and importance of honouring this date. The article was created by well known Métis historians and authors George and Terry Goulet who continue to educate non-Métis people about the accurate history of Louis Riel. BC Métis Federation encourages your respective offices to post this article in your offices, share with any communication processes, or fly a Métis flag on this date in honour of Métis history and culture.

There is still significant misunderstandings and an overall lack of awareness of Métis people in British Columbia. BC Métis Federation encourages any organization to view our website (www.bcmétis.com) to learn more about our history and current issues. BC Métis Federation also offers a variety of cultural workshops and resources to provide education and we welcome any request for such programming or materials.

We sincerely hope your offices will consider meaningful ways to honour and recognize Métis people this November 16th and we welcome future dialogue.



Thank you

A handwritten signature in black ink, appearing to read "Keith Henry". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Keith Henry
President
BC Métis Federation

cc BC Métis Federation Board
Statement of Cooperation Communities
Memorandum of Understanding Organizations
BC Métis Federation Members

Enclosure Louis Riel, A Métis Icon

Tracy Bond

From: Wendy Thomson
Sent: Tuesday, October 30, 2012 2:49 PM
To: Tracy Bond
Subject: FW: Letter of Support

Board agenda info

From: Anita Morrill [<mailto:amorrill@chemainustheatre.ca>]
Sent: Tuesday, October 30, 2012 2:38 PM
To: mailbox@acrd.bc.ca; ssantarossa@crd.bc.ca; administration@comoxvalleyrd.ca; cvrld@cvrd.bc.ca; corpsrv@rdn.bc.ca
Cc: islandrail@shaw.ca
Subject: Letter of Support



Dear Sirs/Madams:

We have reviewed the Island Corridor Foundation's request for \$3.2M in support from Island municipalities for its \$21M infrastructure program. In particular, the Theatre is in support of the restored passenger service component.

Now in our 20th season, the Chemainus Theatre has grown to one of the largest live theatres in Western Canada. We have done this with support from our Vancouver Island audience, which comes in equal parts from the Capital Region, the Cowichan region, and Nanaimo & north. We look forward to day the when our ticket holders can take the ICF service to the Chemainus Train Station, adjacent to the Theatre, to attend a show and dine with us.

We believe that if the aspirations of the ICF infrastructure program are realized, the commitment from Island taxpayers will be well justified by the benefits of a viable rail service. We offer this letter in support of this initiative.

Yours truly

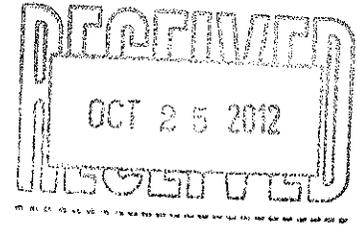
A handwritten signature in black ink, appearing to read "Pat Moore".

Pat Moore,
Board Chair

A handwritten signature in black ink, appearing to read "Randal Huber".

Randal Huber
Managing Director

October 21st, 2012

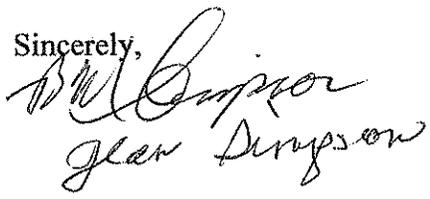


Alberni Clayquot Regional District
3008 5th Ave
Port Alberni, BC V9Y 2E3

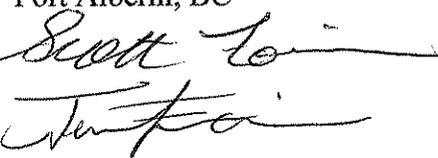
Cindy Solda (Interm Chair)
Dear Madam,

We the under signed, are in favour of using Tax Dollars to support the 3.2 million funding by the Island Corridor Foundation.

We would also be willing an additional tax to support repair of the Alberni to Parksville section, with hope that Raven Coal is a go. And, if so, must be transported by rail.

Sincerely,

Barry & Jean Simpson

Barry & Jean Simpson
3911 Glenside Rd.
Port Alberni, BC

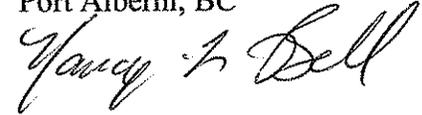


Scott & Jennifer Fournier
2433 Hilton Ave.
Port Alberni, BC



Daniel & Victoria Oliver
3911 Bishop Cres.
Port Alberni BC

Nancy Bell
10116 Stirling Arm Cres.
Port Alberni, BC



Joyce & Fournier
4342 - Dogwood St
Pt. Alberni, B.C.
V9Y 3Z9



Alberni-Clayoquot Regional District
Cindy Solda (Interim Chair)
3008 5th Ave
Port Alberni, B.C. V9Y 2E3

Capital Regional District
Chair Geoff Young
625 Fisgard Street
Victoria, BC V8W 1R

Regional District of Nanaimo
Chair Joe Stanhope
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

Comox Valley Regional District
Chair Edwin Grieve
600 Comox Road
Courtenay, BC V9N 3P6

Cowichan Valley Regional District
Chair Rob Hutchins
175 Ingram Street
Duncan, British Columbia V9L 1N8

Dear Regional Council members,

October 24, 2012

I am writing on behalf of this organisation to express our support for the Island Corridor Foundation's request for funding from its five regional districts in order to assist their upgrades to the rail line.

The purpose of ESVI is to promote energy conservation and efficiency on Vancouver Island. We have played a significant role in determining electricity rates through our interventions at the B.C. Utilities Commission, have published monthly energy-related articles in the *Nanaimo News Bulletin* for the last six years, and have sponsored two transportation-related events in Nanaimo (including one focused on the future of the Island railway, December 2007). We are avid supporters of rail transport because of the efficiency of rail and because of the need for alternative ways to transport people and goods on our wonderful island.

Earlier this year when we had a booth at the Green Solutions Tradeshow in Nanaimo the one item that easily got the most positive attention at our booth was about rejuvenating rail travel. It is clear from this and from other contexts that rail transportation is a high priority for our residents. It has been shown to benefit tourism and the island economy. It has the real potential of reducing heavy traffic in congested areas such as the Western Communities and the Malahat. It can reduce the risk of spills and other dangerous goods from our highways, and improve public safety. Many other benefits are possible if we act now to invest in it.

As you know all transportation modalities enjoy public funding every year, especially municipal roads. For only a few dollars per capita from our Regions we could again rely on this important mode of transportation.

We are strongly in favour of using our tax dollars to support the \$3.2 million funding request by the Island Corridor Foundation.

Sincerely,

Ian Gartshore, Chairperson
On behalf of the Board of ESVI
353 Seventh St.
Nanaimo, B.C.
V9R 1E3
250-754-0698



Tseshaht First Nation

October 29, 2012

Honourable Shirley Bond
Minister of Justice and Attorney General's Office
PO Box 9053 STN PROV GOVT
Victoria, BC
V8W 9E2

Dear Minister:

Re: Haida Gwaii Earthquake

I am the Chief Councillor of the Tseshaht First Nation located beside the city of Port Alberni. As such, I am responsible for the safety and well being of the members of my First Nation. As you are no doubt aware, Port Alberni was struck by large tsunami surges in 1964 after a massive earthquake in Alaska. The damage to Port Alberni was considerable. Understandably, we now take tsunami warnings very seriously.

Much of our reserve at Tsahaheh is at sea level or very close to sea level. In addition, many of our First Nation's members are fishermen and women and are often out on the water at this time of the year fishing for chum or coho salmon.

I am very disappointed by the response of the British Columbia Emergency Preparedness to the recent 7.7 earthquake near Haida Gwaii. I would like to set out the frustrations I encountered the evening of the earthquake and the shortcomings I found with the current emergency preparedness system.

- a) Firstly, the Emergency Preparedness website was almost totally useless for the first one and one half hours after the earthquake. There was only dated information about general precautions to take. There was no updated information on the website with respect to current tsunami warnings or watches or advisories. There was no updated information from seismologists with respect to possible aftershock locations or strength. There was no current information on recommended evacuations. I was in my office within 15 minutes after the earthquake trying to get updated information on the warnings.
- b) I encountered great difficulty in getting through to the NOAA Pacific Tsunami Warning Centre and the NOAA West Coast and Alaska Tsunami Warning Centre. I suspect the problems were caused by high internet traffic to the sites. However, the Provincial websites had no information

from those sites. It would have been very beneficial if the Provincial website had a way of mirroring the NOAA sites.

- c) The Emergency Preparedness telephone lines were of little further help. The operator simply referred me to the NOAA sites. That was of no help at all.

The British Columbia Emergency Preparedness is in serious need of improvements. I urge you to use this Haida Gwaii earthquake experience to reflect on the events, consult with those affected, make improvements where needed and engage in better planning. It is apparent to myself and my community that British Columbia is nowhere near ready for a major disaster.

Yours truly,

Tseshah First Nation

Per: 

Hugh Braker,
Chief Councillor

c.c. Council

5091 Tsuma-as Drive, Port Alberni, BC, Canada V9Y 8X9
Tel: 250.724.1225 Fax: 250.724.4385
Website: www.tseshaht.com



Office of the Mayor

CITY OF PORT ALBERNI

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

October 24, 2012

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

Dear Premier Clark:

Re: Persons With Disabilities Benefit

At a regular meeting on October 22nd, 2012, Council for the City of Port Alberni passed a resolution endorsing the efforts of the Disability Without Poverty Network's request to the Province to increase the Persons With Disabilities (PWD) benefit.

Council supports an increase to the PWD benefit to \$1,200 a month, indexing of benefits to keep pace with the rising cost of living and extension of a shelter supplement equivalent to the Shelter Aid for Elderly Renters (SAFER).

People with disabilities who depend on the PWD benefit are living well below the poverty line. It is hard enough to live with a disability without the additional burden of poverty.

We look forward to your consideration of this matter.

Yours truly,
CITY OF PORT ALBERNI



John Douglas
Mayor

c. Scott Fraser, MLA
UBCM Municipalities
Bob Hargreaves, Executive Director, CMHA

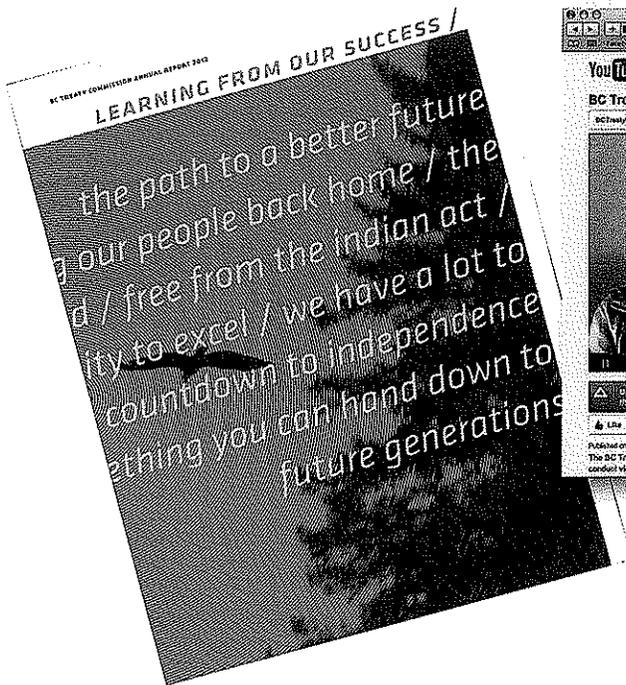
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Notice

BC TREATY
COMMISSION
KEEPER
OF THE
PROCESS



In an effort to save trees and decrease the amount of paper use, the BC Treaty Commission makes available all publications, including this Annual Report online at www.bctreaty.ca



The online version of our 2012 Annual Report contains links to the 14 video interviews conducted for the *Feature* article.



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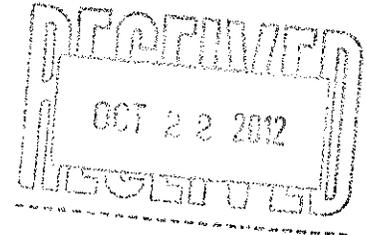
- view our recent publications
- view our interactive “20 Years of Treaty Making” timeline
- view the video interview that were conducted for the 2012 Annual Report “Learning from Our Success”!



Water Finance RESEARCH FOUNDATION

October 11, 2012

Vice-Chairperson Cindy Solda
Regional District of Alberni-Clayoquot
3008 - 57th Avenue
Port Alberni BC V9Y 2E3



For Distribution to all Members of Council

Dear Vice-Chairperson Solda,

In 2012, Utah State University's (USU) Buried Structures Laboratory released a landmark study supported by extensive survey efforts. The report titled "**Water Main Break Rates in the USA and Canada: A Comprehensive Study**" reviewed the most expensive challenge which water utilities face, namely the underground pipe infrastructure.

The Water Finance Research Foundation (WFRF), a non-profit organization which focuses on water delivery and financial practices that are sustainable, efficient, and affordable, was a contributing partner to the USU study. WFRF is concerned about the growing water main break problem and how this epidemic contributes to revenue loss for unaccounted water and the issues of premature failure due to pipe selection, installation, corrosion and maintenance activities.

As supported by previous international studies, the report demonstrates that PVC pipe continues to have the lowest water main break rate over other pipe materials. One critical finding is that the Canadian experience with PVC failures per 100 kilometers is nearly 76% below U.S. figures. The exceptional results for Canadian PVC water main breaks is a critical point of interest which needs to be explored and promoted as a best practice in order to help US and other water utilities also achieve such unprecedented reductions in water main failures.

Please review the attached complimentary copy of the Water Main Break Rates Study with your utility management. We would appreciate your feedback on this report and any data you are able to make available to us regarding any practices which enhance your underground water pipe performance.

Please submit feedback or case studies at <http://www.waterfinance>

feedback.

Sincerely,

Greg Baird, President
Water Finance Research Foundation
383 North State Street, Suite 202
Orem UT 84057

*Promoting Water
Affordability and Collaboration*

WATER | **Research**
FINANCE | **Foundation**

water . wastewater . storm . reuse

RECEIVED
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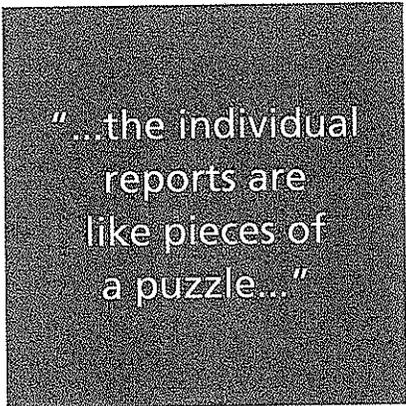
Forest
Practices
Board

2011/12
Annual Report

CHAIR'S MESSAGE

Although the Board operates as an independent watchdog, it could not succeed without the contribution of individuals and organizations across the province. In addition to relying on our own staff, consultants and Board members, we also benefit from the cooperation of elected officials and their staff, industries, resource professionals, non-government organizations and members of the public. I would like to express my appreciation to everyone who has helped the Board succeed over the past year.

The Board considers it important to be able to inform the public and government about the state of forest and range practices on public land, no matter who is conducting them. In addition to government and the usual forest and range licensees, during 2011 we audited some non-typical forestry operations to see if the generally good compliance we have found in the forest sector extended to other industries on the land base. Although our authority is limited to auditing parties that hold licences under the *Forest Act* and *Range Act*, we were able to look at the operations of two oil and gas companies and one ski-hill development. Similarly, one of our complaint investigations examined the forest practices of a hydroelectric project. Compliance with legislation was good in each of these cases.

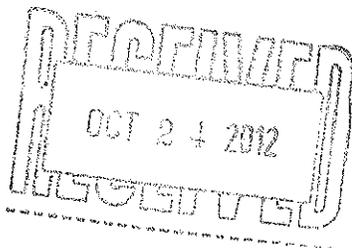


"...the individual reports are like pieces of a puzzle..."

Since its establishment, the Board has published over 400 reports, each providing information about a particular operation or aspect of forest practices in British Columbia. Last year I observed that the individual reports are like pieces of a puzzle—together they begin to provide a picture of how well the province is managing its forests. I'm now considering whether the Forest Practices Board could add greater value to future decisions about forest policy and practices if it were to begin summarizing its findings, identifying trends and commenting on the overall effectiveness of practices at achieving the province's objectives.

Forest management in British Columbia is facing significant challenges. In the coming year, the Board will work to provide constructive input to the solutions that are needed.





October 19, 2012

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

Dear Mr. Wong:

I am pleased to provide you with a copy of our recent report, *Open Meetings: Best Practices Guide for Local Governments*. I hope you find it informative and useful.

If you would like to have someone from the Office of the Ombudsperson speak about this guide and about the office's role in promoting and fostering fairness in public administration, please contact the office.

The guide is also available on our website at www.bcombudsperson.ca.

Yours sincerely,

Kim S. Carter
Ombudsperson
Province of British Columbia

Enclosure



KOOTENAY & BOUNDARY LOCAL GOVERNMENTS THINK IT'S BROKEN

For immediate Release, **October 22, 2012**

Cranbrook, BC – Local Governments provide a broad range of services for their constituents and cannot continue to do so given the current funding formula of 8 cents on the dollar. 60 local government officials, from communities throughout southeastern BC, met with the Executive Board of the Association of Kootenay and Boundary Local Governments on Friday, October 19, to discuss the need for a new approach to distributing provincial revenues to municipalities.

At the end of their day-long meeting, the Association of Kootenay & Boundary Local Governments (AKBLG), in support of the work to date of the BC Mayors' Caucus, endorsed the following statement:

***“The Association of Kootenay & Boundary Local Governments recommends the replacement of ad hoc grant funding with a long term revenue sharing formula.*”**

This means:

- ***Your local government will maintain its infrastructure and continue to deliver needed services on a daily basis;***
- ***Sufficient, predictable funding will ensure each local government can fund their different needs; and,***
- ***All elected officials will be able to plan and budget according to established needs and priorities through collaboration with other government agencies and levels of government.”***

Members of the Association outlined specific concerns that need to be addressed as part of ending the use of ad hoc funding and grants:

- The sharing and distribution of revenues between the three levels of government must reflect the true cost of the partnership and the responsibilities that are assigned to local governments;
- Funding levels must be realistic, and reflect the actual cost of programs that local governments are required to deliver;
- Local governments need ongoing predictable funding so that budgets, infrastructure and programs can be planned in the long term;
- If Provincial and/or Federal regulatory changes affect delivery of basic services, such as water and sewage treatment, the departments and agencies involved must help provide the funds required by local government to implement these changes.

Wesly Graham, Councillor, Town of Creston, and Past-President of the AKBLG, says “We want to make the public aware that when the Province and Federal government shift responsibilities to local governments, this impacts our ability to pay for priorities mandated by our local tax payers.”

Andy Shadrack, Director of Area D, of the Regional District of Central Kootenay, and President of the AKBLG Executive, added that “We want the Province to work with us to end the policy of having local governments compete against each other for grants. We believe that every local government should be treated as a partner when it comes to long term planning and budgeting for our infrastructure”.

Mayor Christina Benty, of Golden, and Vice-President of AKBLG, says, “It is time the Province realized that downloading implementation and cost of delivering services to local government – simply shifts the burden from income and sales taxpayers to those who pay property taxes. It does not actually look at how we might partner to deliver a program more efficiently and effectively”.

Cranbrook Mayor Wayne Stetski noted that “The current approach to ad hoc grants distorts community priorities and makes long term planning for infrastructure and community services extremely difficult – what we need is consistent, predictable funding that allows us to plan and budget for the next five years”.

The AKBLG, established in 1933, is the local government association that represents the municipalities and electoral areas of the south-eastern portion of British Columbia. The area includes the Regional Districts of Kootenay Boundary, Central Kootenay, East Kootenay, and a number of communities, including the Town of Golden, the City of Cranbrook, the Cities of Nelson, Castlegar, Trail, Grand Forks and the Town of Creston.

Members of the AKBLG Executive Board are:

- Andrew Shadrack - Director, RDCK - Area D - President
- Christina Benty - Mayor, Town of Golden - Vice President
- Wesly Graham - Councillor, Town of Creston - Past President
- Rob Gay - Director, RDEK - Area C and Chair RDEK
- Deb Kozak - Councillor, City of Nelson
- Gerry Taft - Mayor, District of Invermere
- Cher Wyers, Councillor, City of Grand Forks
- Hilary Elliot, Councillor, Village of Slocan and Vice Chair RDCK
- Patricia Cecchini - Mayor, Village of Fruitvale

For further information, please contact Andy Shadrack 250 354-2948.....



The *Healthy Forests – Healthy Communities: A conversation on BC forests* (HFHC) initiative has continued to acquire and communicate the views of communities and experts on what needs to be done to achieve forest and community sustainability. Recommended actions (“Strategic Action Plan”) on the identified community issues have been developed. We encourage you to review the draft posted on the HFHC website (<http://bcforestconversation.com>), send us your comments (info@bcforestconversation.com) and ask the politicians running in the May 2013 election what they are going to do, if elected.

Additional community input will be provided during the upcoming November Community Workshops to be held in a number of communities across BC. A final report will be distributed in January-February 2013. **MAKE YOUR VOICE HEARD.**

NTC 2012 ANNUAL GENERAL MEETING

September 26 & 27, 2012

Maht Mahs, Port Alberni

DRAFT Record of Decisions

Motion #17 Float Homes

"WHEREAS there is are a growing number of houseboats/float-homes in the Barkley Sound area, Clayoquot Sound area and other parts of the west coast of Vancouver Island;

AND WHEREAS the float-homes appear to be unregulated,

AND WHEREAS a float-home became grounded off of the Tseshah Indian Reserve and broke apart there before being moved or salvaged,

AND WHEREAS the float-homes are in the traditional territory of the Nuu-chah-nulth and are in areas used by the Nuu-chah-nulth people,

AND WHEREAS the Nuu-chah-nulth Tribal Council has received reports of some of the float-homes having on-shore, unregulated toilet facilities,

NOW THEREFORE BE IT RESOLVED

THAT the Nuu-chah-nulth Tribal Council demands the removal of all illegal and unlicensed float homes from the traditional territories of the Nuu-chah-nulth people,

AND FURTHER the Nuu-chah-nulth Tribal Council demands that the Province of B.C. and the Government of Canada properly consult with the Nuu-chah-nulth Tribal Council and its member First Nations on the issue of float-homes in the hahoulthee of Nuu-chah-nulth Ha'wiih,

AND FURTHER the NTC Executive discuss this issue with the Alberni-Clayoquot Regional District, Strathcona Regional District, and Port Alberni Port Authority,

AND BE IT FURTHER RESOLVED that the Nuu-chah-nulth Tribal Council demands that the Tribal Council be a part of any Float Home Management Planning Process including defining the terms of such a process and developing any recommendations for managing float homes."

Moved: Hugh Braker

Seconded: Brenda Sayers

Motion Carried (52/0/0)



Reference: 178064

OCT 30 2012

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

Dear Chair Wong and Council representatives:

I am writing to follow up on our meeting of September 27, 2012, at the Union of British Columbia Municipalities (UBCM) 2012 convention. I was pleased to have the opportunity to discuss the completed West Coast Aquatic Marine Plan and Strategy, the Barkley Sound salmon working group, float homes and fishing licences for carp.

As per our discussion, I will have Ministry of Environment staff provide information on invasive species funding and programs. I also encourage the Regional District to contact the Ministry of Forests, Lands and Natural Resource Operations regarding those issues that fall within their jurisdiction as well. The Ministry of Environment is supportive of the planning process, and I look forward to receiving a copy of the Marine Plan and Strategy.

Thank you for taking the time to meet with me about these important topics.

Sincerely,

Terry Lake
Minister of Environment

cc: Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource
Operations
Alec Dale, Acting Executive Director, Environmental Sustainability and Strategic Policy
Division, Ministry of Environment
Lynn Kriwoken, Executive Director, Water Protection and Sustainability, Environmental
Sustainability and Strategic Policy Division, Ministry of Environment
Alan Lidstone Director, Resource Management Objectives, Resource Stewardship
Division, Ministry of Forests, Lands and Natural Resource Operations

Ministry of
Environment

Office of the
Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

Telephone: 250 387-1187
Facsimile: 250 387-1356



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada

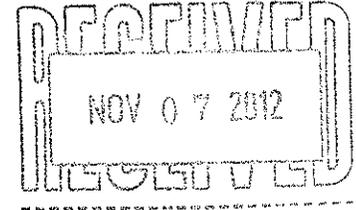
British Columbia Region
Suite 700 - 333 Seymour Street
Vancouver, B.C. V6B 5G9
Telephone: (604) 666-6256
Facsimile: (604) 666-2353

Région de la Colombie-Britannique
333, rue Seymour, bureau 700
Vancouver (C.-B.) V6B 5G9
Téléphone : (604) 666-6256
Télécopieur : (604) 666-2353

WD File No.: 11661

November 6, 2012

Ms. Janice Hill
Env. Serv. Asst.
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni BC V9Y 2E3



Dear Ms. Hill:

**RE: OFFER OF FINANCIAL ASSISTANCE UNDER THE
COMMUNITY INFRASTRUCTURE IMPROVEMENT FUND**

On behalf of the Minister of Western Economic Diversification (WD), I am pleased to offer financial assistance under the Community Infrastructure Improvement Fund (CIIF) to the Regional District of Alberni-Clayoquot to rehabilitate the Cougar Smith tennis court and baseball field in Port Alberni.

The enclosed document is a legal contract that sets out the terms and conditions under which the CIIF assistance is being offered, and should be reviewed carefully. To indicate your acceptance of this Agreement, please sign all copies without making changes to the document, and return them to the above address before the 12th of December, 2012. The Agreement will then be signed on behalf of the Minister and one copy with original signatures will be returned to you.

Please note that this Agreement includes a Communications Protocol (Attachment B), which you are obliged to respect on acceptance of funding. I am also enclosing the CIIF Guidelines for Signage, which you may wish to share with the individual responsible for communications in your organization.

Additionally, it would be appreciated if you could provide Communications Officer, Ben Letts, with the name and contact details of your communications contact for coordination of an official funding announcement, and to receive an electronic version of the sign. Ben can be reached at (604) 666-7543.

Canada

I look forward to the continuing relationship with the Regional District of Alberni-Clayoquot and am pleased to convey my thanks for helping WD implement the department's community economic development agenda in western Canada. If you have any questions concerning the contract, please contact Maria Wong at (604) 666-7380 or maria.wong@wd-deo.gc.ca.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Gerry Salembier', written in a cursive style.

Gerry Salembier
Assistant Deputy Minister
Western Economic Diversification Canada
British Columbia Region

Enclosure



November 7, 2012

Ms. Lynne Magee
Regional Drinking Water Coordinator
Vancouver Island Health Authority
3rd Floor, 6475 Metral Drive
Nanaimo, BC V9T 2L9

Dear Ms. Magee:

Re: Yuutu?it?ath Lands at the Junction of Highway 4 and the Tofino-Ucluelet Highway

As recently discussed with you by phone, Yuutu?it?ath Government has requested the province's consideration of adding the Wya Welcome Centre parcel, located adjacent to the junction of the Highway 4 and the Tofino-Ucluelet Highway, as part of the Maa-nulth Treaty Settlement Lands resulting from the Treaty Process.

An issue has been raised regarding the proximity of the subject lands to the District of Ucluelet's water wells. These wells provide water to residents in Ucluelet as well as to our citizens at Hitacu.

We are interested in working with the Vancouver Island Health Authority (VIHA) to ensure that any potential development will not in any way negatively impact this water site, and request a letter from VIHA indicating that they would be willing to work with the Yuutu?it?ath Government, the District of Ucluelet, and the Alberni-Clayoquot Regional District to ensure that all parties are working to maintain the highest standards for land uses in proximity to this water supply.

We would also be interested in working with you on specific wording that could be included in our new Official Community Plan that speaks to the protection of these wellheads.

We appreciate the opportunity to work with VIHA, the District of Ucluelet, and the Alberni-Clayoquot Regional District on this issue of shared concern, and look forward to hearing from you soon.

Sincerely,

Iris Frank
Director of Operations

cc: Alberni Clayoquot Regional District
District of Ucluelet
Yuutu?it?ath Legislature



To: Board of Directors
From: John Thomas, Environmental Services Technician
Meeting Date: October 31, 2012
Subject: Consulting Engineering Services for the Bamfield Water System

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors award the Consulting Engineering Services contract for the Bamfield Water System review to Koers & Associates Engineering Ltd., in the amount of \$10,000.00.

Summary:

The ACRD advertised for Request for Proposals from consulting Engineers for the Bamfield Water System. The RFP asked for a general scope of the project to assess the existing system and provide advice on maintenance and future development.

The three consulting Engineering firms that provided proposals were: McElhanney, Koers & Associates, and McGill & Associates. The Environmental Services Department evaluated each of three proposals in order to choose the best firm that would provide the best value for the money.

The proposal provided by Koers & Associates (Koers) was determined to be the best option. The reasons for this are based on Koers exceeding, in many areas, the general scope of the project outlined in the RFP. Koers is currently working with the ACRD on the Beaver Creek Water upgrades. The quoted engineering fees we are being charged are reasonable and we are currently receiving good value. The Koers proposal has provided details as to what areas they would review, as the other two proposals only provided a vague description.

Koers proposal states that they will provide a concise report, which will enable the ACRD to provide detailed information for Federal and Provincial grant applications. This recommendation has been reviewed and endorsed by the Bamfield Water Board.

Time Requirements – Staff & Elected Officials:

Staff time to prepare financial payment and to provide Koers & Associates with background information.

Financial:

That the ACRD pay \$10,000.00 for the engineering review.

Submitted by:

John Thomas, Environmental Services Technician

Approved by:

Andy Daniel, Manager of Environmental Services



REQUEST FOR DECISION

To: Russell Dyson, CAO and the Regional Board of Directors

From: Charity Hallberg Dodds

Meeting Date: November 14, 2012

Subject: West Bamfield Public Port Facility

Recommendation:

That the Board direct staff to investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada.

Background:

Transport Canada is looking to divest their interest in the West Bamfield public port facility. Director Geall has expressed interest to consider taking over this valuable facility. Recognizing that further discussion, investigation, and negotiation must take place before entering into such an agreement, Director Geall has requested staff assist with this proposal and required investigation.

Submitted by: _____

Charity Hallberg Dodds, Planning Assistant

Approved by: _____

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Russell Dyson, Chief Administrative Officer

Meeting Date: November 14th, 2012

Subject: Regional Transit Feasibility Study

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors explore the conduct of a Transit Feasibility Study for the region by BC Transit.

Background:

In its stakeholder consultations, the Alberni-Clayoquot Health Network heard that transportation in the region is a limiting factor in terms of health and safety, especially for rural remote residents. These concerns relate to the inability of many residents to get to health and community services in a safe and affordable manner. This hinders their ability to fully participate in economic and social opportunities (e.g. job and recreation opportunities). The Alberni-Clayoquot Health Network would like to see a regional transit system that is affordable, accessible, efficient and supportive of active transportation (e.g. buses that can carry bicycles, service to and within the westcoast). Additional considerations include environmental concerns related to automobiles, neighborhood and community quality of life, safety and active transportation infrastructure that supports healthy lifestyles.

According to their website, BC Transit is willing to enter into discussions with every community or area that does not have transit and wishes to investigate the options possible. The interested community or area formally requests a feasibility study by local government resolution which is subject to approval by BC Transit. This study is cost shared 50/50 between the community and BC Transit and is carried out or managed by BC Transit staff. A feasibility study reviews the local land use patterns, transportation network, local travel demand patterns and objectives of the community. The study provides options for transit based on the foregoing factors. If approved by both the local government and BC Transit a detailed implementation plan is prepared.

Financial

Exploring the conduct of a study will take modest staff time and have no significant cost to the Regional District. A cost estimate will be developed for the study in order that the region be aware of the costs before making a commitment to proceed with the study. In the event there is a need for community focus groups and consultation, the Health Network could be asked to provide funding and logistic assistance, to ease the financial burden on the ACRD.

Request for Decision – Exploring a Regional Transit Feasibility Study

Summary

Exploring Transportation has been identified as a top priority related to health and well being across the regional district. The Alberni Clayoquot Health Network proposes that the Regional District Board of Directors request BC Transit conduct a transportation feasibility study for the region.

Submitted by: Tanis Dagert, Coordinator of the Alberni Clayoquot Health Network

Approved by: 

Russell Dyson, Chief Administrative Officer



MEMORANDUM

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

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

Date: October 29, 2012

Subject: Planning Department Application Procedures – Recommendations from the Electoral Area Directors Committee

Recommendation

That the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

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.*

Background

The original staff memo to the Electoral Area Directors committee is attached for the Boards information. Staff are preparing a handout that explains and outlines the development application process.



Submitted by:

Mike Irg, Manager of Planning and Development



Approved by:

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

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

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

Date: September 12, 2012

Subject: Management of Rural Development (Part 26) and Regional Planning Fees and Application Requirements

Recommendation:

That the Board considers 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/ Delegate the issuing of development permits to a staff member. This must be done by bylaw.
- 3/ 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.
- 4/ Only refer applications to APCs once.
- 5/ Streamline and reduce the number of commercial zones when the zoning bylaw is updated.
- 6/ Staff respond directly to Crown lease Referrals.
- 7/ Update the development application procedures and prepare a handout that is available at the front counter for applicants and the public.
- 8/ Contact members of the development community and explain the application process. This can be done with the help of the Economic Development Officer.

Desired Outcome:

Improve and insure the planning review process deals with planning application in an efficient and timely manner, while respecting overall public interest. As an organization it is important to balance efficient processing time, the public interest, opposing views, Board policies, *Local Government Act* requirements, current bylaws, agency responses, legal requirements, and administrative justice.

Background:

The Planning Department is responsible for three areas; Rural Planning (Part 26), Regional Planning (non Part 26), and Bylaw Enforcement (zoning, noise, dangerous dogs, unsightly premises, and soil removal bylaws). The purpose of this report is to review development application requirements and procedures. This does not include planning initiatives such as Official Community Plan reviews, updates and revision of the Zoning Bylaw, Agricultural Plans, or Regional Water Studies.

Time Requirements – Staff & Elected Officials:

Bylaw A1045 establishes the following six electoral area Advisory Planning Commissions:

- Bamfield APC meets the Thursday (6 days) before the Board meeting;
- Beaufort APC meets as needed, typically the Tuesday (1 day) before the Board meeting;
- Long Beach APC meets the Monday (2 days) before the Board meeting;
- Sproat Lake APC meets the third Monday of the month (either 2 or 9 days) before the Board meeting;
- Beaver Creek APC meets the Tuesday (1 day) before the Board meeting; and
- Cherry Creek APC meets the Monday (2 days) before the Board meeting.

In addition to time spent by a Planner to review, research, and prepare a planning report for each application received, time is spent preparing and forwarding (by mail and email) relevant information to each of the applicable Advisory Planning Commission (APC) members and, if required, members of the Agriculture Advisory Committee. These information packages are mailed and emailed seven days prior to the scheduled APC meeting.

The current practice of the Board is to delegate public hearings to the area Director as per *section 981 for the Local Government Act*. This allows for public hearings to be held in various locations and at different times rather than taking up time at the monthly Board meetings.

Financial:

This report focuses on the time requirements for planning applications.

Policy or Legislation:

The ACRD is required to accept and consider applications submitted under *Part 26 of the Local Government Act* as required in *Section 895*. These applications include rezoning, Official Community Plan amendments, development variance permits, development permits, and Board of Variance applications (which are considered by the Board of Variance).

The Board must also consider Agricultural Land Reserve applications, as required by the *Agricultural Land Commission Act*, as well as subdivision referrals, crown lease and various miscellaneous referral requests, although not all of these are legislative requirements.

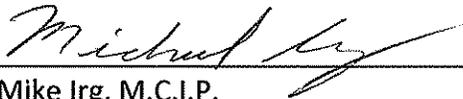
Options Considered:

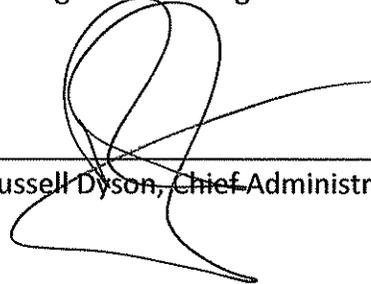
Options for the Board to consider are as follows:

1. While covenants can be a useful tool, careful consideration should be given before the board enters into a covenant. The conditions in the covenant should be something the Board can regulate, for example, additional height restrictions, setbacks, maximum number of lots in a subdivision. Registering covenants take some time as they must be prepared by a notary or lawyer and registered with the Land Titles Office.
2. The issuing of development permits can be delegated to staff. Current practice is for the Board to issue the development permit. If the Board wishes to delegate development permits to a staff member, it must be done by bylaw.
3. Since the creation of the Agricultural Advisory Committee (AAC), both the APC and the AAC review Agricultural Land Reserve applications. The majority of Agricultural Land Reserve applications are for subdivision within the ALR or for nonfarm use which do not require a zoning change, the proposed subdivision or use complies with the existing zoning. In these instances the Board could choose to only refer the application to the AAC.
4. The Board could develop a policy to only refer planning applications to the local APC once and then the Board proceeds with considering the particular application. While this is the normal procedure, there are instances when the APC does not have quorum or requests a second meeting. This often causes delays in processing application.
5. Updating the zoning bylaw will be a benefit to the Board, residents, and property owners. Specifically, streamlining and reducing the number of commercial zones will be a benefit to both current a future commercial properties.
6. Crown lease referrals do not require a Board resolution. However, it has been the ACRD's practice for planning staff to prepare a report, forward the report and relevant information to the applicable APC for their input, the Board then makes a recommendation based on the staff report and APC input. The Board recommendation is then forwarded to the Ministry by planning staff. The Board could amend the current policy to have staff forward a report to Front Counter BC and the applicant with a copy to the Area Director.
7. Staff are not recommending this option but want the Board to be aware that there are limited circumstances, when the requirement to hold a public hearing can be waived. Section 890 (4) of the *Local Government Act* states: "A Local Government may waive the holding of a public hearing on a proposed bylaw if;
 - a. an official community plan is in effect for the area that is subject to a proposed zoning bylaw,
 - and
 - b. the proposed bylaw is consistent with the plan."

Current practice at the Regional District is to always hold a public hearing whenever there is an application to amend the Zoning Bylaw and/or an Official Community Plan. If the Board was to consider waiving a public hearing, staff would only recommend doing so for rezoning applications that fit the following criteria:

- are for residential or rural use;
- comply with the Official Community Plan;
- potential new lots created being less than three; and
- the area being rezoned is four hectares (10 acres) or less.

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

Approved by: 
Russell Dyson, Chief Administrative Officer

REZONING PROCEDURE

The procedure for dealing with rezoning applications is specified in the *Local Government Act*. Before a Zoning Bylaw can be adopted, it must go through all steps outlined below. Applicants are notified of the progress of their application each time it is reviewed by the Board.

1. Application Submitted

- The property owner or authorized agent fills out a rezoning application form and pays the appropriate fees.

2. Planning Report

- The Planning Department analyses the application, and its implications for the area, and prepares a report. This report is forwarded to the Advisory Planning Commission, the Area Director, and to the Regional Board.

3. Advisory Planning Commission

- The APC reviews the proposal. The applicant, and any member of the public that has concerns about the application, has the right to attend the APC meeting. The applicant is given the opportunity to make a presentation at the meeting. The APC makes recommendations to their Director and to the Regional Board.

(NOTE: The APC may request additional information from the applicant or other government agencies.)

4. Bylaw – First Reading

- The Regional Board reviews recommendations from the APC and the Planning Department. If they agree to further the application, the rezoning bylaw receives first reading.
- NOTE: If either the Planning Department or the APC recommend against an application, the Board has adopted a policy of deferring a decision for one month, advising the applicant of the recommendations and asking if they wish to make a presentation to the full Board at the next Board meeting before a final decision is made.

5. Other Government Agencies

- The Ministry of Community Sport and Cultural Development requires that Provincial interests be taken into account when considering rezoning applications. Accordingly, bylaws are referred to government agencies whose interests may be affected (i.e. Ministry of Transportation and Infrastructure, Vancouver Island Health Authority, Ministry of Environment, Department of Fisheries and Oceans, etc.). Where applicable, applications may also be referred to local agencies including the waterworks districts, City of Port Alberni, District of Tofino, District of Ucluelet, First Nations, and Fire Departments.

6. Public Hearing

- A public hearing is held before third reading. All those who feel their property would be affected by the proposal have the opportunity to comment on it. Before a public hearing is held, it is advertised twice in the newspaper and all the property owners and tenants within 200 feet are notified by mail and sometimes by hand delivery. The applicant must also post a notice of rezoning on the subject property at a location visible and accessible to the public. All referral agencies' comments are brought forward at the public hearing together with any written submissions from the public. Normally the public hearing is delegated to the electoral area director for that specific area.

7. Bylaw – Second and Third Readings

- The Regional Board reviews the public hearing minutes. If they agree to further the application, the bylaw receives second and third readings.

8. Bylaw Adoption

- After approval from the Minister of Community, Sport and Cultural Development is received (if required) and all requirements of the Regional Board are met, the bylaw receives fourth reading and adoption from the Regional Board.
- NOTE: Procedures for amendments to Official Community Plans are the same as those for rezoning applications. On occasion, an application will involve both a plan amendment and rezoning. In those circumstances, the two bylaws are dealt with concurrently.

AGRICULTURAL LAND RESERVE APPLICATIONS

The Agricultural Land Reserve (ALR) was established by the provincial government in 1973 to preserve land with good agricultural potential. Approximately 7,704 hectares (19,130 acres) of land in the Alberni Valley is within the ALR.

The Agricultural Land Commission Act takes precedence over Regional District zoning and community plans. Subdivision or “non-farm” uses of land within the ALR must therefore be approved by the BC Agricultural Land Commission even if a proposal conforms to Regional District regulations.

In assessing applications, the Agricultural Land Commission takes into account recommendations from the Advisory Planning Commission, the Agriculture Advisory Committee, and the Regional Board. The Agriculture Advisory Committee is made up of representatives from the local farming community.

The Regional District is responsible for the initial processing of ALR applications and putting together a package consisting of the application form, a planning report, background information, and copies of all local recommendations.

ALR applications are normally one of four basic types:

1. Application under Section 22 (1) of the Land Commission Act to subdivide property.
2. Application under Section 22 (1) of the Land Commission Act to use property for non-farm purposes. (Construction of a second dwelling on a parcel of ALR land would fall into this category, unless it is required by a full time farm worker.)
3. Application under Section 22 (1) of the Land Commission Act for Home Site Severance. (This section applies to a retiring farmer who owned property prior to December 1972 when the ALR came into effect and who wishes to subdivide off his home and sell the balance of the farm.)

NOTE: In points 1, 2, and 3 above, the land itself would remain within the Agricultural Land Reserve.

4. Application under Section 15 (1) of the Land Commission Act to have property excluded from the Agricultural Land Reserve. (This is generally more difficult to do than either 1, 2, or 3.)

Procedure for Agricultural Land Reserve Applications:

1. The applicant fills out an application form and returns it to the Regional District office with along with the application fee.

2. The Planning Department reviews the proposal and forwards a report to the Advisory Planning Commission, the Agriculture Advisory Committee, and Area Director.
3. The Advisory Planning Commission and Agricultural Advisory Committee have the option to meet with the applicant when reviewing the report and before making a recommendation.
4. The Regional Board reviews the planning report and recommendations from the Advisory Planning Commission and Agriculture Advisory Committee and makes their own recommendation based on all of the above.
5. If the Board supports the application, the Regional District forwards the entire application, complete with background documentation and all recommendations, to the Agricultural Land Commission.
6. The Land Commission corresponds directly with the applicant from this point on with copies of all correspondence to the Regional District.
7. If the Board denies the application it is not furthered to the Land Commission.

NOTE: As there is no ALR land on the West Coast, ALR applications only occur in Beaufort, Sproat Lake, Beaver Creek, and Cherry Creek electoral areas.

Development Variance Procedures

The majority of variance applications are to vary an aspect of the Zoning Bylaw, typically building setbacks or height requirements. The Regional District cannot vary use or density.

The procedures for reviewing a development variance application are:

1. The property owner applies.
2. Staff prepares a report with recommendations.
3. The variance application is reviewed and recommendations are made by the applicable APC (the applicant/owner is invited and encourage to attend the APC meeting).
4. The Regional Board reviews the variance application and decides whether to further the application.
5. if supported, staff would then notify neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board at a subsequent meeting.
6. Staff reports to the Regional Board following the public notification and the Board votes on the variance application.

Property owners have the right to apply for a variance and then the Regional District reviews the application and a decision is made.

Development Permit Requirements

Where required in an Official Community Plan, a development permit must be issued prior to any development within a Development Permit Area.

1. Development Permit applications are subject to Development Permit Guidelines established in the Official Community Plan.
2. Applications will be in writing.
3. Applications will include intended use, building plans, landscaping plans, colour scheme, parking spaces, and highway access permits (all plans to a reasonable and appropriate scale).
4. After an application is received a report is prepared by staff. The application and report are forwarded to the Advisory Planning Commission (APC). The APC reviews the application and makes a recommendation to the Area Director.
5. The Regional Board votes on the Development Permit application.
6. If approved, staff registers the permit at the Land Titles Office.
7. After registration, the applicant is issued the permit.

CROWN LEASE REFERRAL PROCEDURES

All vacant provincial Crown land and Crown foreshore comes under the jurisdiction of the Ministry of Forest, Lands and Natural Resource Operations (FLNRO). They make the final decision on all applications to lease or purchase Crown land and/or foreshore, taking into consideration recommendations from other government agencies, including the Regional District.

Following are the steps followed by the Regional District staff with regards to Crown Lease referrals:

1. The referral is received from FLNRO and a fee request is sent to the applicant.
2. Upon remittance of the fee, planning staff reviews the referral and prepares a report.
3. The report is forwarded to the APC and Area Director.
4. The APC recommendations, along with the report, are forwarded to the Regional Board.
5. The report is reviewed by the Board of Directors at the monthly board meeting and APC recommendations are considered.
6. A recommendation is made by the Board of Directors and is forwarded to FLNRO.
When the lease has been issued, FLNRO notifies the Regional District by letter.



MEMORANDUM

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

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

Date: October 29, 2012

Subject: Bylaw Enforcement Procedures – Recommendations from the Electoral Area Directors Committee

Recommendation

That the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

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. *Provide public information through a bylaw pamphlet*

Background

The original staff memo to the Electoral Area Directors committee is attached for the Boards information. Staff is preparing a handout that explains and outlines the bylaw enforcement process. Staff will share the handout with members of the public and report back to the Board.

Submitted by: _____

Mike Irg, Manager of Planning and Development

Approved by: _____

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

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

From: Mike Irg, Manager of Planning and Development

Date: September 13, 2012

Subject: Bylaw Enforcement Procedures

Recommendation:

That the Electoral Area Committee recommend to the Board the following:

1. Direct current resources to new Zoning Bylaw infractions (less than 3 years unless follow up or additional complaints are received).
2. 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.
3. Proceed with updating the Zoning Bylaw.
4. Provide public information through a bylaw pamphlet.
5. Seek public input regarding the new process and report back to the Board.

Desired Outcome:

To improve the efficiency of the bylaw enforcement process and to insure a timely resolution to infractions.

Summary:

There are several bylaws that are managed by the Bylaw Enforcement Officer:

- Zoning Bylaw (all Electoral Areas)
- Noise Bylaw (Electoral Areas D, E, and F)
- Soil Removal Bylaw (all Electoral Areas)
- Unsightly Premises Bylaw (all Electoral Areas)
- Dangerous Dog Bylaw (Electoral Areas D and E)
- Sign Bylaw (all Electoral Areas)

Background:

Following a presentation by a resident who had filed a complaint against one of his neighbours, the Board has asked staff to consider options for reducing the time it takes to enforce bylaw infractions. It is important to differentiate complaints from infractions. When a complaint is received staff initially determine if a complaint is a legitimate bylaw infraction. If it is deemed a bylaw issue, staff then proceeds with enforcement action. Initial enforcement consists of sending a letter to and talking with the property owner to try and resolve the infraction. Concerns about the length of time it takes to enforce a bylaw usually come when the Regional District pursues a legal remedy.

While most complaints are dealt with and resolved without legal action, there have been a few files that

have taken a long time to resolve. Of particular concern is the time it takes to go through the entire legal process and ultimately getting a court date. There are also situations where our lawyers have advised that our bylaws are weak and potentially difficult to enforce, for instance the Noise Bylaws.

Time Requirements – Staff & Elected Officials:

A significant amount of time is involved for both staff and the Electoral Area Director who's area the complaint originates from. The current Bylaw Enforcement Officer is Bob Aston and he allocates two days per week for bylaw enforcement.

Financial:

Legal fees can be significant. While staff always tries to resolve the complaint/infraction without involving our lawyers, there are instances when a legal remedy is required. Most infractions are resolved without involving the Regional District lawyers and any decision to proceed with legal action on a specific file is authorized by the Board.

Policy or Legislation:

Regional District bylaws are adopted under the authority of the *Local Government Act*. The Board can set policies on how enforcement of various bylaws proceeds. With some bylaws, for example the Zoning Bylaw, the Board can choose to enforce or not enforce an infraction on a case by case basis.

The Boards current policy for Bylaw Enforcement procedures is attached as Appendix A.

Options Considered:

Municipal Ticketing is an option available to the Board. Currently, if a property owner will not comply with a Regional District bylaw, we must go to court to achieve resolution or issue any fines set out in the bylaw. Staff is not recommending that the Regional District adopt a Municipal Ticketing bylaw, unless additional resources are allocated to Bylaw Enforcement.

Update old regulatory bylaws. Some of the bylaws, such as the Unsightly Premises and Soil Removal Bylaws, are dated while other bylaws, such as the Noise Bylaws, are vague and difficult to enforce.

Increased resources both in terms of staff time allocation and budget.



Submitted by: _____
Mike Irg, Manager of Planning and Development



Alex Dyer, Junior Planner / Bylaw Enforcement Officer



Approved by: _____
Russell Dyson, Chief Administrative Officer



Steps for Responding to a Written Complaint:

Respond to written complaints;

1. The first step is to write a letter to the property owner, informing them the Regional District has received a complaint. The owner is asked to contact the Bylaw Enforcement Officer to discuss the complaint;
2. If we do not get a response, a second letter is sent by registered mail to the property owner. A second letter is also sent if there is an infraction and the owner is unwilling to resolve the problem;
3. At this point we begin building evidence and investigating the matter to determine what action is required;
4. Staff determines if there is a bylaw infraction. If there is an infraction we proceed with enforcement action. If the complaint is not furthered we inform the complainant;
5. At this point if there is still no response or compliance from the property owner a registered letter is sent stating the owner must cease and desist;
6. The majority of complaints are resolved by this time. However, if there is still no resolution we report to the Regional District Board and request formal approval to proceed with legal action. The file is then forwarded to the Regional District's legal counsel;
7. The Bylaw Enforcement Officer continues to work in conjunction with legal counsel until the issue is resolved or goes to court.

It should be noted that most cases are dealt with in house and do not require outside legal counsel but it is important to deal with each situation as if it will proceed to court.

APPENDIX A



MEMORANDUM

TO: Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: November 7, 2012
RE: Finance Warrant No.522

Recommendation:

That the Board of Directors approves Finance Warrant Number 522 in the amount of \$922,714.67 dated October 31, 2012.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

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

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

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

6. **COMMUNICATION ISSUES** - none

Submitted by: Teri Fong, CGA, Manager of Finance

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



AP5100

Date : Nov 07, 2012

Page : 1

Time : 9:38 am

Supplier : 0001 To 9193
Trans. Date : 01-Oct-2012 To 31-Oct-2012
Cheque Date : 01-Oct-2012 To 31-Oct-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	
0016	ACE COURIER SERVICES					
32980	23-Oct-2012	Issued	159	C		57.00
1464831	01-4-2500-000	PAYABLES - TRADE		57.00		
Invoice Description --> AVRA - SHIPPING FOR REPLACEMENT WINDOW						
Total :				57.00	0.00	57.00
Supplier Total :				57.00	0.00	57.00
0030	ACKLANDS-GRAINGER INC.					
32982	23-Oct-2012	Issued	159	C		456.02
4354 0502882 1	01-4-2500-000	PAYABLES - TRADE		93.42		
Invoice Description --> BCWS - SAFETY EQUIPMENT						
4354 0502521 1	01-4-2500-000	PAYABLES - TRADE		138.78		
Invoice Description --> LBA CLEANING SUPPLIES						
4354 0502562 1	01-4-2500-000	PAYABLES - TRADE		223.82		
Invoice Description --> LBA CLEANING SUPPLIES & BABY CHANGE TABLE						
Total :				456.02	0.00	456.02
Supplier Total :				456.02	0.00	456.02
0056	AIRGAS CANADA INC.					
32984	23-Oct-2012	Issued	159	C		12.00
127180	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
0073	ALBERNI ATHLETIC HALL ASSOCIATION					
32986	23-Oct-2012	Issued	159	C		400.00
122604	01-4-2500-000	PAYABLES - TRADE		400.00		
Invoice Description --> GW SERVICE - HALL RENTAL						
Total :				400.00	0.00	400.00
Supplier Total :				400.00	0.00	400.00
0163	ALBERNI CHRYSLER LTD					
32987	23-Oct-2012	Issued	159	C		1223.13
555949	01-4-2500-000	PAYABLES - TRADE		1223.13		
Invoice Description --> JEEP LIBERTY - REAR BRAKES ROTORS, CALIPER, & PARK BRAKE REPAIR						
Total :				1223.13	0.00	1223.13
Supplier Total :				1223.13	0.00	1223.13
0060	ALBERNI COMMUNICATIONS & ELECTRONICS					
32920	10-Oct-2012	Issued	152	C		467.70

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



AP5100

Date : Nov 07, 2012

Page : 2

Time : 9:38 am

Supplier : 0001 To 9193
 Trans. Date : 01-Oct-2012 To 31-Oct-2012
 Cheque Date : 01-Oct-2012 To 31-Oct-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			
12369	01-4-2500-000	PAYABLES - TRADE	55.99				
Invoice Description -->		BUILDING INSPECTION REPLACEMENT PHONE					
12193	01-4-2500-000	PAYABLES - TRADE	145.15				
Invoice Description -->		BCVFD - BATTERY					
12261	01-4-2500-000	PAYABLES - TRADE	266.56				
Invoice Description -->		AVRA - RUNWAY LIGHTS REPAIR					
Total :			467.70	0.00	467.70		
32985	23-Oct-2012			Issued	159	C	221.04
12487	01-4-2500-000	PAYABLES - TRADE	221.04				
Invoice Description -->		BCVFD - MINITOR CHARGER & REPAIR					
Total :			221.04	0.00	221.04		
Supplier Total :			688.74	0.00	688.74		

0021	ALBERNI DISTRICT CO-OP ASSOCIATION						
32981	23-Oct-2012			Issued	159	C	786.61
BCWS - SEPT30/12	01-4-2500-000	PAYABLES - TRADE	330.86				
Invoice Description -->		BCWS - MONTHLY FUEL COSTS					
SEPT30/12	01-4-2500-000	PAYABLES - TRADE	455.75				
Invoice Description -->		BCVFD - SEPTEMBER 2012 FUEL COSTS					
Total :			786.61	0.00	786.61		
Supplier Total :			786.61	0.00	786.61		

0038	ALBERNI ENGINEERING						
32919	10-Oct-2012			Issued	152	C	319.75
28726	01-4-2500-000	PAYABLES - TRADE	85.09				
Invoice Description -->		BCWS SUPPLIES - SOCKETS					
28736	01-4-2500-000	PAYABLES - TRADE	234.66				
Invoice Description -->		LBA WATER SUPPLIES					
Total :			319.75	0.00	319.75		
Supplier Total :			319.75	0.00	319.75		

0140	ALBERNI GLASS & MIRROR LTD.						
32921	10-Oct-2012			Issued	152	C	114.24
20159	01-4-2500-000	PAYABLES - TRADE	114.24				
Invoice Description -->		ACRD OFFICE FRONT DOOR REPAIR					
Total :			114.24	0.00	114.24		
Supplier Total :			114.24	0.00	114.24		

0032	ALBERNI LANDSCAPING						
32983	23-Oct-2012			Issued	159	C	173.60
005215	01-4-2500-000	PAYABLES - TRADE	173.60				

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> AVRA - LANDSCAPING						
Total :				173.60	0.00	173.60
Supplier Total :				173.60	0.00	173.60

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0290	ALBERNI PAVING & CONTRACTING LTD.					
32923	10-Oct-2012		152	C	1012.00	
SEP2012	01-4-2500-000	PAYABLES - TRADE		1012.00		
Invoice Description --> BCWS - STRICK ROAD PAVING						
Total :				1012.00	0.00	1012.00
Supplier Total :				1012.00	0.00	1012.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0380	ALBERNI SEPTIC TANK SERVICE					
32992	23-Oct-2012		159	C	123.20	
8059	01-4-2500-000	PAYABLES - TRADE		123.20		
Invoice Description --> SEPTEMBER 2012 DIXON PARK TOILET RENTAL						
Total :				123.20	0.00	123.20
Supplier Total :				123.20	0.00	123.20

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0213	ALBERNI TOWING					
32989	23-Oct-2012		159	C	824.32	
15784	01-4-2500-000	PAYABLES - TRADE		206.08		
Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND						
15953	01-4-2500-000	PAYABLES - TRADE		206.08		
Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND						
15968	01-4-2500-000	PAYABLES - TRADE		206.08		
Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND						
15972	01-4-2500-000	PAYABLES - TRADE		206.08		
Invoice Description --> BCVFD - TOWING TWO VEHICLE TO COMPOUND						
Total :				824.32	0.00	824.32
Supplier Total :				824.32	0.00	824.32

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0455	ALBERNI VALLEY REFRIGERATION LTD.					
32993	23-Oct-2012		159	C	1153.60	
20125955	01-4-2500-000	PAYABLES - TRADE		347.20		
Invoice Description --> LBA - HEATING & COOLOING SYSTEM MAINTENANCE						
20125954	01-4-2500-000	PAYABLES - TRADE		806.40		
Invoice Description --> LBA - HEATING & COOL BOOSTER FAN INSTALLED						
Total :				1153.60	0.00	1153.60
Supplier Total :				1153.60	0.00	1153.60

0270 ANDREW SHERET LTD.

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
32922	10-Oct-2012		Issued	152	C	6935.16		
03-090067	01-4-2500-000	PAYABLES - TRADE				397.67		
Invoice Description --> BCWS SUPPLIES								
03-091077	01-4-2500-000	PAYABLES - TRADE				2692.84		
Invoice Description --> BCWS SUPPLIES								
03-091072	01-4-2500-000	PAYABLES - TRADE				3844.65		
Invoice Description --> BCWS SUPPLIES								
Total :						6935.16	0.00	6935.16
32990	23-Oct-2012		Issued	159	C	5215.17		
03-092771	01-4-2500-000	PAYABLES - TRADE				5215.17		
Invoice Description --> BCWS SUPPLIES								
Total :						5215.17	0.00	5215.17
Supplier Total :						12150.33	0.00	12150.33

0336	ARC - WESTERN CANADA							
32991	23-Oct-2012		Issued	159	C	199.58		
N011196	01-4-2500-000	PAYABLES - TRADE				199.58		
Invoice Description --> PLOTTER SUPPLIES								
Total :						199.58	0.00	199.58
Supplier Total :						199.58	0.00	199.58

5325	B. VAN VLIET BOBCAT & EXCAVATING							
32972	10-Oct-2012		Issued	152	C	1915.20		
3796	01-4-2500-000	PAYABLES - TRADE				1915.20		
Invoice Description --> AVRA CULVERT & DELIVERY								
Total :						1915.20	0.00	1915.20
Supplier Total :						1915.20	0.00	1915.20

0508	BAMFIELD BUILDERS SUPPLY							
32994	23-Oct-2012		Issued	159	C	7.11		
161157	01-4-2500-000	PAYABLES - TRADE				7.11		
Invoice Description --> BWS SUPPLIES								
Total :						7.11	0.00	7.11
Supplier Total :						7.11	0.00	7.11

0556	BARKLEY SOUND MANAGEMENT							
32995	23-Oct-2012		Issued	159	C	9027.20		
495462	01-4-2500-000	PAYABLES - TRADE				3427.20		
Invoice Description --> SB PUMP & HAUL AND GROUNDS MAINTENANCE								
2012-10	01-4-2500-000	PAYABLES - TRADE				5600.00		
Invoice Description --> SB MGMT & SECURITY SEPTEMBER 16 - OCTOBER 15, 2012								

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Total :					9027.20	0.00	9027.20
Supplier Total :					9027.20	0.00	9027.20
<hr/>							
0688	BC CONSERVATION FOUNDATION						
32997	23-Oct-2012		Issued	159	C	14257.90	
CSP-OCT10/12	01-4-2500-000	PAYABLES - TRADE			14257.90		
Invoice Description --> AVLF LECHEATE LINE - CHRISTIE SLOUGH PROJECT - BOD OCT 10/12							
Total :					14257.90	0.00	14257.90
Supplier Total :					14257.90	0.00	14257.90
<hr/>							
0660	BC HYDRO						
32996	23-Oct-2012		Issued	159	C	6496.35	
400001970339	01-4-2500-000	PAYABLES - TRADE			6496.35		
Invoice Description --> HYDRO - ACRD CONSOLIDATED							
Total :					6496.35	0.00	6496.35
Supplier Total :					6496.35	0.00	6496.35
<hr/>							
0700	BC TRANSIT						
32998	23-Oct-2012		Issued	159	C	10682.00	
912602	01-4-2500-000	PAYABLES - TRADE			10682.00		
Invoice Description --> SEPTEMBER 2012 CUSTOM TRANSIT							
Total :					10682.00	0.00	10682.00
Supplier Total :					10682.00	0.00	10682.00
<hr/>							
0715	BC TRANSPORTATION FINANCING AUTHORITY						
32999	23-Oct-2012		Issued	159	C	672.00	
24279 - 2012	01-4-2500-000	PAYABLES - TRADE			672.00		
Invoice Description --> LICENCE OF OCCUPATION - FABER ROAD - SLVFD							
Total :					672.00	0.00	672.00
Supplier Total :					672.00	0.00	672.00
<hr/>							
0745	BEAVER CREEK MARKET						
33000	23-Oct-2012		Issued	159	C	683.61	
6226	01-4-2500-000	PAYABLES - TRADE			683.61		
Invoice Description --> AVRA - REPAIR & MAINTENANCE							
Total :					683.61	0.00	683.61
Supplier Total :					683.61	0.00	683.61

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Cheque Date : 01-Oct-2012 To 31-Oct-2012
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
32924	10-Oct-2012		Issued	152	C	118327.10		
936	01-4-2500-000	PAYABLES - TRADE				35907.20		
Invoice Description --> WCLF SEPTEMBER CONTRACTOR & FREON REMOVAL								
938	01-4-2500-000	PAYABLES - TRADE				82419.90		
Invoice Description --> AVLF SEPT CONTRACTOR, FREON REMOVAL & CLEARING OF GRAVEL PIT								
Total :						118327.10	0.00	118327.10
Supplier Total :						118327.10	0.00	118327.10
0950	BRETT, KENNETH							
33001	23-Oct-2012		Issued	159	C	1000.00		
BRE156886	01-4-2500-000	PAYABLES - TRADE				1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION								
Total :						1000.00	0.00	1000.00
Supplier Total :						1000.00	0.00	1000.00
0992	BUILDING OFFICIALS ASSOCIATION OF B.C.							
33002	23-Oct-2012		Issued	159	C	840.00		
BANOV27/12	01-4-2500-000	PAYABLES - TRADE				280.00		
Invoice Description --> BUILDING INSPECTION - CODE CHANGES SEMINAR - ASTON								
NSNOV27/12	01-4-2500-000	PAYABLES - TRADE				280.00		
Invoice Description --> BUILDING INSPECTION - CODE CHANGES SEMINAR - SUTTON								
RGNOV27/12	01-4-2500-000	PAYABLES - TRADE				280.00		
Invoice Description --> BUILDING INSPECTION - CODE CHANGES SEMINAR - GAUDREAU								
Total :						840.00	0.00	840.00
Supplier Total :						840.00	0.00	840.00
1035	BUTLER, LES							
32926	10-Oct-2012		Issued	152	C	3164.00		
2012-09	01-4-2500-000	PAYABLES - TRADE				3164.00		
Invoice Description --> BWS - SEPTEMBER 2012 CONTRACTOR								
Total :						3164.00	0.00	3164.00
Supplier Total :						3164.00	0.00	3164.00
1058	C. BOWNE ENTERPRISES							
33003	23-Oct-2012		Issued	159	C	55.55		
8090	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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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
32927	10-Oct-2012	Issued	152	C		12051.20
203	01-4-2500-000	PAYABLES - TRADE		12051.20		
Invoice Description --> COUGAR SMITH PARK BALL FIELD REPAIRS						
Total :				12051.20	0.00	12051.20
Supplier Total :				12051.20	0.00	12051.20

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1270	CDW CANADA INC					
32928	10-Oct-2012	Issued	152	C		1377.74
Q641395	01-4-2500-000	PAYABLES - TRADE		38.60		
Invoice Description --> ACRD BOARD ROOM RENOVATIONS						
Q828383	01-4-2500-000	PAYABLES - TRADE		120.66		
Invoice Description --> COMPUTER EXPENSES						
Q704547	01-4-2500-000	PAYABLES - TRADE		414.05		
Invoice Description --> ACRD BOARD ROOM RENOVATIONS						
Q576117	01-4-2500-000	PAYABLES - TRADE		804.43		
Invoice Description --> EMPLOYEE COMPUTER PURCHASE PLAN - ASTON						
Total :				1377.74	0.00	1377.74
Supplier Total :				9395.17	0.00	9395.17
33004	23-Oct-2012	Issued	159	C		8017.43
R325786	01-4-2500-000	PAYABLES - TRADE		49.95		
Invoice Description --> ACRD - COMPUTER EXPENSES						
R213585	01-4-2500-000	PAYABLES - TRADE		98.31		
Invoice Description --> ACRD - COMPUTER EXPENSES						
R531162	01-4-2500-000	PAYABLES - TRADE		7869.17		
Invoice Description --> 14 IPADS - ACRD COMPUTER EXPENSE						
Total :				8017.43	0.00	8017.43
Supplier Total :				9395.17	0.00	9395.17

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1316	CERTITECH SYSTEMS INC					
32929	10-Oct-2012	Issued	152	C		4424.00
104	01-4-2500-000	PAYABLES - TRADE		4424.00		
Invoice Description --> SEPTEMBER 2012 IT SUPPORT SERVICES						
Total :				4424.00	0.00	4424.00
Supplier Total :				4424.00	0.00	4424.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1378	CIT					
33006	23-Oct-2012	Issued	159	C		245.28
NOV12LEASE	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

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1342	CITY OF PORT ALBERNI					
332930	10-Oct-2012	Issued	152	C		10682.36
OCT1/12	01-4-2500-000	PAYABLES - TRADE		200.00		
Invoice Description --> ACRD OFFICE 2012 COMMERCIAL LOOSE GARBAGE						
SEP24/12	01-4-2500-000	PAYABLES - TRADE		10482.36		
Invoice Description --> EMERGENCY PLANNING COORDINATOR - 3RD QUARTER						
Total :				10682.36	0.00	10682.36
Supplier Total :				10682.36	0.00	10682.36

1356	CLAYOQUOT FOREST SERVICES					
33005	23-Oct-2012	Issued	159	C		117.60
4147	01-4-2500-000	PAYABLES - TRADE		117.60		
Invoice Description --> SALMON BEACH - SEWAGE - PUMPER TRUCK INSPECTION						
Total :				117.60	0.00	117.60
Supplier Total :				117.60	0.00	117.60

1382	COAST CATERING COMPANY					
33007	23-Oct-2012	Issued	159	C		174.72
42/2012	01-4-2500-000	PAYABLES - TRADE		174.72		
Invoice Description --> ACRD OFFICE - BOARD MEETING LUNCH						
Total :				174.72	0.00	174.72
Supplier Total :				174.72	0.00	174.72

1434	COLUMBIA ICE					
332931	10-Oct-2012	Issued	152	C		69.74
097113/017866	01-4-2500-000	PAYABLES - TRADE		69.74		
Invoice Description --> OFFICE SUPPLIES						
Total :				69.74	0.00	69.74
Supplier Total :				69.74	0.00	69.74

4986	CORIX WATER PRODUCTS LTD.					
332967	10-Oct-2012	Issued	152	C		1485.61
1021408797	01-4-2500-000	PAYABLES - TRADE		1485.61		
Invoice Description --> BCWS SUPPLIES						
Total :				1485.61	0.00	1485.61
33058	23-Oct-2012	Issued	159	C		1768.42
1021407735	01-4-2500-000	PAYABLES - TRADE		79.77		
Invoice Description --> BWS SUPPLIES						
1021407723	01-4-2500-000	PAYABLES - TRADE		86.54		
Invoice Description --> BWS SUPPLIES						
1021407739	01-4-2500-000	PAYABLES - TRADE		103.73		

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Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Invoice Description --> BWS SUPPLIES							
1021407737	01-4-2500-000	PAYABLES - TRADE		1498.38			
Invoice Description --> BWS SUPPLIES							
Total :				1768.42	0.00		1768.42
Supplier Total :				3254.03	0.00		3254.03

1650	CUPE - LOCAL 118						
332932	10-Oct-2012	Issued	152	C			1931.97
DUESEPT12	01-4-2500-000	PAYABLES - TRADE		1931.97			
Invoice Description --> SEPTEMBER 2012 DUES							
Total :				1931.97	0.00		1931.97
Supplier Total :				1931.97	0.00		1931.97

1848	D.R.CLOUGH CONSULTING						
33013	23-Oct-2012	Issued	159	C			2782.08
MCGILL12-2DRC	01-4-2500-000	PAYABLES - TRADE		2782.08			
Invoice Description --> LBA CAPITAL - ACCESS ROAD CULVERTS							
Total :				2782.08	0.00		2782.08
Supplier Total :				2782.08	0.00		2782.08

1661	DAGERT, TANIS						
33008	23-Oct-2012	Issued	159	C			4668.25
103	01-4-2500-000	PAYABLES - TRADE		4668.25			
Invoice Description --> HEALTH NETWORK COORDINATOR - SEPTEMBER 2012							
Total :				4668.25	0.00		4668.25
Supplier Total :				4668.25	0.00		4668.25

1657	DAN FOSS COURIERS						
32976	18-Oct-2012	Issued	153	C			39.04
6970053	01-4-2500-000	PAYABLES - TRADE		39.04			
Invoice Description --> ARC PRINTING SHIPPING							
Total :				39.04	0.00		39.04
Supplier Total :				39.04	0.00		39.04

1675	DAVID STALKER EXCAVATING LTD.						
33068	23-Oct-2012	Issued	160	C			20580.34
8382	01-4-2500-000	PAYABLES - TRADE		20580.34			
Invoice Description --> BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE - PPC #1							
Total :				20580.34	0.00		20580.34

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
Supplier Total :					20580.34	0.00	20580.34
<hr/>							
1709	DEER BAY CONTRACTING						
33010	23-Oct-2012	Issued	159	C		3056.08	
2151	01-4-2500-000	PAYABLES - TRADE			606.08		
Invoice Description --> SALMON BEACH - SEWAGE FIELD - CAPITAL							
2150	01-4-2500-000	PAYABLES - TRADE			985.04		
Invoice Description --> SALMON BEACH - RECREATION							
2146	01-4-2500-000	PAYABLES - TRADE			1464.96		
Invoice Description --> SALMON BEACH - TRANSPORTATION							
Total :					3056.08	0.00	3056.08
Supplier Total :					3056.08	0.00	3056.08
<hr/>							
1718	DENIS FRANCOEUR BACKHOEING						
32933	10-Oct-2012	Issued	152	C		71377.60	
1999809	01-4-2500-000	PAYABLES - TRADE			71377.60		
Invoice Description --> SB WASTEWATER SYSTEM REPAIR							
Total :					71377.60	0.00	71377.60
Supplier Total :					71377.60	0.00	71377.60
<hr/>							
4002	DIGITAL POSTAGE ON CALL						
32955	10-Oct-2012	Issued	152	C		1500.00	
SEPT30/12	01-4-2500-000	PAYABLES - TRADE			1500.00		
Invoice Description --> POSTAGE ACCOUNT 8000202700							
Total :					1500.00	0.00	1500.00
Supplier Total :					1500.00	0.00	1500.00
<hr/>							
1779	DOLAN'S GASFITTING & HEATING LTD						
32934	10-Oct-2012	Issued	152	C		2533.44	
1518	01-4-2500-000	PAYABLES - TRADE			2533.44		
Invoice Description --> ACRD OFFICE RENOVATIONS EXHAUST & BATHROOM FAN							
Total :					2533.44	0.00	2533.44
Supplier Total :					2533.44	0.00	2533.44
<hr/>							
1780	DOLANS CONCRETE LTD.						
33011	23-Oct-2012	Issued	159	C		1915.98	
G70058	01-4-2500-000	PAYABLES - TRADE			672.00		
Invoice Description --> SB TRANS - REMOVAL OF ALDER DEBRIS							
UK33565	01-4-2500-000	PAYABLES - TRADE			1243.98		
Invoice Description --> SALMON BEACH SEWAGE FIELD CAPITAL & SB RECREATION							
Total :					1915.98	0.00	1915.98

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Trans. Date : 01-Oct-2012 To 31-Oct-2012
Cheque Date : 01-Oct-2012 To 31-Oct-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		
1845 DUMAS FREIGHT CO.								
32935	10-Oct-2012		Issued	152	C	193.65		
21240	01-4-2500-000	PAYABLES - TRADE			193.65			
Invoice Description --> BCWS FREIGHT								
Total :						193.65	0.00	193.65
Supplier Total :						193.65	0.00	193.65
1847 DUPERE, JOHANNE								
33012	23-Oct-2012		Issued	159	C	200.00		
DUP156887	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.								
32925	10-Oct-2012		Issued	152	C	1550.00		
BRA125656612	01-4-2500-000	PAYABLES - TRADE			1550.00			
Invoice Description --> JANITORIAL EXP								
Total :						1550.00	0.00	1550.00
Supplier Total :						1550.00	0.00	1550.00
1943 EMERGENCY PREPAREDNESS CONFERENCE								
33014	23-Oct-2012		Issued	159	C	666.40		
LLEMER12	01-4-2500-000	PAYABLES - TRADE			666.40			
Invoice Description --> LAURIE L'HEUREUX - EMERG PREPAREDNESS CONFERENCE								
Total :						666.40	0.00	666.40
Supplier Total :						666.40	0.00	666.40
1979 ERIK LARSEN DIESEL CO. LTD.								
33015	23-Oct-2012		Issued	159	C	65.84		
709938	01-4-2500-000	PAYABLES - TRADE			65.84			
Invoice Description --> LBA EQUIPMENT REPAIRS - SWEEPER								
Total :						65.84	0.00	65.84
Supplier Total :						65.84	0.00	65.84
1990 EVITT ELECTRIC								
33016	23-Oct-2012		Issued	159	C			
49114C	01-4-2500-000	PAYABLES - TRADE			24.37			

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Supplier : 0001 To 9193
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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 --> BCWS - LOCK & KEYS FOR PUMPER TRUCK						
Total :				24.37	0.00	24.37
Supplier Total :				24.37	0.00	24.37

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2070	FORTIN, JENNY					
33018	23-Oct-2012		Issued	159	C	170.00
OCT10/12	01-4-2500-000	PAYABLES - TRADE		170.00		
Invoice Description --> GW SERVICE - VIDEOGRAPHER						
Total :				170.00	0.00	170.00
Supplier Total :				170.00	0.00	170.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2067	FORTISBC					
32937	10-Oct-2012		Issued	152	C	13.19
SEPT24/12	01-4-2500-000	PAYABLES - TRADE		13.19		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						
Total :				13.19	0.00	13.19
Supplier Total :				13.19	0.00	13.19

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
4156	GENIVAR INC.					
32956	10-Oct-2012		Issued	152	C	12950.37
16921	01-4-2500-000	PAYABLES - TRADE		12950.37		
Invoice Description --> LBA - ACAP PROJECTS						
Total :				12950.37	0.00	12950.37
Supplier Total :				12950.37	0.00	12950.37

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2149	GEO SCIENTIFIC LTD.					
32938	10-Oct-2012		Issued	152	C	565.60
4067	01-4-2500-000	PAYABLES - TRADE		565.60		
Invoice Description --> LANDFILL WATER MONITOR SUPPLIES						
Total :				565.60	0.00	565.60
Supplier Total :				565.60	0.00	565.60

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2240	GIBSON BROTHERS CONTRACTING LTD.					
32939	10-Oct-2012		Issued	152	C	63379.85
PC#1-2813	01-4-2500-000	PAYABLES - TRADE		63379.85		
Invoice Description --> LBA ACCESS ROAD CULVERT						
Total :				63379.85	0.00	63379.85

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
33019	23-Oct-2012		Issued	159	C	1702.40
11286	01-4-2500-000	PAYABLES - TRADE		1702.40		
Invoice Description --> LBA - WATER METERS INSTALLED						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				1702.40	0.00	1702.40
Supplier Total :				65082.25	0.00	65082.25
<hr/>						
2300	GRAND & TOY					
32940	10-Oct-2012	Issued	152	C		247.60
D941467	01-4-2500-000	PAYABLES - TRADE		94.88		
Invoice Description --> OFFICE SUPPLIES						
D905859	01-4-2500-000	PAYABLES - TRADE		152.72		
Invoice Description --> OFFICE SUPPLIES						
Total :				247.60	0.00	247.60
Supplier Total :				1518.17	0.00	1518.17
<hr/>						
33020	23-Oct-2012	Issued	159	C		1270.57
E031104	01-4-2500-000	PAYABLES - TRADE		337.02		
Invoice Description --> PAPER \$178.25, OFFICE \$68.82, BCWS \$ 17.46, BUILD INSP \$21.48, ENVIRO SER \$14.89						
D967027	01-4-2500-000	PAYABLES - TRADE		363.64		
Invoice Description --> OFFICE SUPPLIES						
E007678	01-4-2500-000	PAYABLES - TRADE		569.91		
Invoice Description --> PAPER & TONER \$403.41, BCWS PRINTER \$22.30, PLANNING OFFICE \$10.99, OFFICE \$72.15						
Total :				1270.57	0.00	1270.57
Supplier Total :				1518.17	0.00	1518.17
<hr/>						
2318	GRAPHIC OFFICE INTERIORS LTD					
32941	10-Oct-2012	Issued	152	C		15254.51
37555	01-4-2500-000	PAYABLES - TRADE		15254.51		
Invoice Description --> ACRD OFFICE BOARD ROOM RENOVATIONS						
Total :				15254.51	0.00	15254.51
Supplier Total :				15254.51	0.00	15254.51
<hr/>						
2366	HACH SALES & SERVICE CANADA LP					
32943	10-Oct-2012	Issued	152	C		770.78
53907	01-4-2500-000	PAYABLES - TRADE		770.78		
Invoice Description --> BCWS SUPPLIES						
Total :				770.78	0.00	770.78
Supplier Total :				770.78	0.00	770.78
<hr/>						
2485	HOLDER, DAN					
33022	23-Oct-2012	Issued	159	C		2099.50
OCT15/12	01-4-2500-000	PAYABLES - TRADE		2099.50		
Invoice Description --> FIRE SERVICE COORDINATOR CONTRATOR - AUGUST & SEPTEMBER 2012						
Total :				2099.50	0.00	2099.50

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date		Status	Batch	Medium		Amount
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					2099.50	0.00	2099.50

2490	HOLLAND, KATHLEEN						
33023	23-Oct-2012		Issued	159	C		500.00
KHMI SEPT/12	01-4-2500-000	PAYABLES - TRADE			500.00		
Invoice Description -->		SB MANAGER MILEAGE SEPTEMBER 2012					
Total :					500.00	0.00	500.00
Supplier Total :					500.00	0.00	500.00

2491	HOLLAND KATHLEEN (PETTY CASH)						
33024	23-Oct-2012		Issued	159	C		132.61
PCSEPT30/12	01-4-2500-000	PAYABLES - TRADE			132.61		
Invoice Description -->		SB SECURITY \$4.50, SEWAGE \$119.49					
Total :					132.61	0.00	132.61
Supplier Total :					132.61	0.00	132.61

2523	HORVATH, GAIL						
33025	23-Oct-2012		Issued	159	C		295.52
GH OCT10/12	01-4-2500-000	PAYABLES - TRADE			295.52		
Invoice Description -->		COUGAR SMITH PARK - REIMBURSEMENT FOR EXPENSES					
Total :					295.52	0.00	295.52
Supplier Total :					295.52	0.00	295.52

2560	HOULE PRINTING						
33026	23-Oct-2012		Issued	159	C		3272.64
11294	01-4-2500-000	PAYABLES - TRADE			1584.80		
Invoice Description -->		EMERGENCY PLANNING - 52 WEEKS TO BEING PREPARED					
11479	01-4-2500-000	PAYABLES - TRADE			1687.84		
Invoice Description -->		GW SERVICE - MEMORIAL CARDS					
Total :					3272.64	0.00	3272.64
Supplier Total :					3272.64	0.00	3272.64

2651	INSIGHT CANADA INC.						
33028	23-Oct-2012		Issued	159	C		533.10
2885674	01-4-2500-000	PAYABLES - TRADE			161.33		
Invoice Description -->		ACRD COMPUTER EXPENSES - IPOD STYLUS					
2886060	01-4-2500-000	PAYABLES - TRADE			371.77		
Invoice Description -->		ACRD COMPUTER EXPENSES - IPOD CASES					
Total :					533.10	0.00	533.10

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Supplier : 0001 To 9193
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Cheque Date : 01-Oct-2012 To 31-Oct-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					
Supplier Total :					533.10	0.00	533.10
<hr/>							
2690	INSURANCE CORPORATION OF B.C.						
32977	18-Oct-2012		Issued	154	C	613.00	
BCWS-PUMPERTR	01-4-2500-000	PAYABLES - TRADE			613.00		
Invoice Description -->		BCWS - PUMPER TRUCK INSURANCE & HST					
Total :					613.00	0.00	613.00
Supplier Total :					613.00	0.00	613.00
<hr/>							
2732	INTERNATIONAL BINDING & LAMINATING						
32944	10-Oct-2012		Issued	152	C	343.84	
56368	01-4-2500-000	PAYABLES - TRADE			343.84		
Invoice Description -->		LAMINATING SUPPLIES					
Total :					343.84	0.00	343.84
Supplier Total :					343.84	0.00	343.84
<hr/>							
2784	ISLAND LINE PRO						
32946	10-Oct-2012		Issued	152	C	2688.00	
12-2151	01-4-2500-000	PAYABLES - TRADE			2688.00		
Invoice Description -->		AVRA TAXIWAY PAINTING					
Total :					2688.00	0.00	2688.00
Supplier Total :					2688.00	0.00	2688.00
<hr/>							
2774	ISLAND MAILING SYSTEMS LTD.						
32945	10-Oct-2012		Issued	152	C	260.96	
631	01-4-2500-000	PAYABLES - TRADE			260.96		
Invoice Description -->		MAILING SYSTEM INK					
Total :					260.96	0.00	260.96
Supplier Total :					260.96	0.00	260.96
<hr/>							
2785	JACK'S EXCEL TIRE CENTRE						
33029	23-Oct-2012		Issued	159	C	67.20	
108034	01-4-2500-000	PAYABLES - TRADE			22.40		
Invoice Description -->		FORD RANGER - FLAT REPAIR					
108071	01-4-2500-000	PAYABLES - TRADE			22.40		
Invoice Description -->		BCWS - TOYOTA #3 TRUCK TIRE FLAT REPAIR					
108242	01-4-2500-000	PAYABLES - TRADE			22.40		
Invoice Description -->		BCWS - TOYOTA #3 TRUCK TIRE ROTATION					
Total :					67.20	0.00	67.20

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date				Debit	Credit	
Invoice No.	Account No.	Account Description					
Supplier Total :					67.20	0.00	67.20

2787	JACKSON, ROBERT						
33030	23-Oct-2012		Issued	159	C	180.00	
CSPHYDRO1	01-4-2500-000	PAYABLES - TRADE			180.00		
Invoice Description -->		COUGAR SMITH WATER POWER USAGE AUGUST TO OCTOBER 2012					
Total :					180.00	0.00	180.00
Supplier Total :					180.00	0.00	180.00

2827	JAL DESIGNS						
32947	10-Oct-2012		Issued	152	C	956.48	
40492784	01-4-2500-000	PAYABLES - TRADE			956.48		
Invoice Description -->		BCVFD - UNIFORMS					
Total :					956.48	0.00	956.48
Supplier Total :					956.48	0.00	956.48

3119	JIFFY LUBE #1044						
33034	23-Oct-2012		Issued	159	C	87.80	
16127	01-4-2500-000	PAYABLES - TRADE			87.80		
Invoice Description -->		BCWS - DODGE DAKOTA OIL CHANGE AND WIPER BLADE REPLACEMENT					
Total :					87.80	0.00	87.80
Supplier Total :					87.80	0.00	87.80

2877	KOERS & ASSOCIATES ENGINEERING LTD.						
33031	23-Oct-2012		Issued	159	C	7720.29	
1245-003	01-4-2500-000	PAYABLES - TRADE			1002.55		
Invoice Description -->		DRINKWATER ROAD SUBDIVISION REVIEW					
1204-009	01-4-2500-000	PAYABLES - TRADE			2708.05		
Invoice Description -->		BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE					
1245-002	01-4-2500-000	PAYABLES - TRADE			4009.69		
Invoice Description -->		BCWS - PUMPER TRUCK ENGINEERING - CAPITAL					
Total :					7720.29	0.00	7720.29
Supplier Total :					7720.29	0.00	7720.29

2890	L.B. WOODCHOPPERS LTD.						
32948	10-Oct-2012		Issued	152	C	39.42	
155878	01-4-2500-000	PAYABLES - TRADE			39.42		
Invoice Description -->		BCWS SAFETY SUPPLIES					
Total :					39.42	0.00	39.42

33032	23-Oct-2012		Issued	159	C	172.37	
156381	01-4-2500-000	PAYABLES - TRADE			172.37		



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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> AVLF/WCLF - SAFETY SUPPLIES						
Total :				172.37	0.00	172.37
Supplier Total :				211.79	0.00	211.79

0200	LADY ROSE MARINE SERVICES					
32988	23-Oct-2012	Issued	159	C	2924.72	
LRSEPT/12	01-4-2500-000	PAYABLES - TRADE		2924.72		
Invoice Description --> BAMFIELD BINS \$2030, POSTAGE \$11.50, BWS \$192.08, BWS CAPITAL \$377.78						
Total :				2924.72	0.00	2924.72
Supplier Total :				2924.72	0.00	2924.72

3011	LANDWORKS CONSULTANTS INC					
33033	23-Oct-2012	Issued	159	C	428.40	
13004	01-4-2500-000	PAYABLES - TRADE		428.40		
Invoice Description --> RURAL OCP'S PROJECT						
Total :				428.40	0.00	428.40
Supplier Total :				428.40	0.00	428.40

3205	MAGIC MOMENTS					
33036	23-Oct-2012	Issued	159	C	101.92	
539062	01-4-2500-000	PAYABLES - TRADE		101.92		
Invoice Description --> SERVICE AWARDS - HALLBERG & L'HEUREUX - 5 YEARS						
Total :				101.92	0.00	101.92
Supplier Total :				101.92	0.00	101.92

3201	MALLORY, JARED					
33035	23-Oct-2012	Issued	159	C	2358.62	
151502	01-4-2500-000	PAYABLES - TRADE		405.00		
Invoice Description --> SALMON BEACH - SEWAGE - SEPTIC FIELD PROJECT						
151501	01-4-2500-000	PAYABLES - TRADE		1953.62		
Invoice Description --> SALMON BEACH - RECREATION SILT TRAP						
Total :				2358.62	0.00	2358.62
Supplier Total :				2358.62	0.00	2358.62

3272	MCCONNELL, SHAWN				
33038	23-Oct-2012	Issued	159	C	2376.19
746566	01-4-2500-000	PAYABLES - TRADE		1034.34	
Invoice Description --> SEPTEMBER MILLSTREAM WATER CONTRACTOR					
746567	01-4-2500-000	PAYABLES - TRADE		1341.85	
Invoice Description --> SEPTEMBER LONG BEACH WATER CONTRACTOR					

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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	
Total :				2376.19	0.00	2376.19
Supplier Total :				2376.19	0.00	2376.19

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3270	MCCOY LAKE EXCAVATING LTD					
32950	10-Oct-2012		Issued	152	C	421.68
2329	01-4-2500-000	PAYABLES - TRADE			421.68	
Invoice Description --> BCWS - TOMSWOOD RD SHOULDER FILL						
Total :				421.68	0.00	421.68
33037	23-Oct-2012		Issued	159	C	2157.12
2319	01-4-2500-000	PAYABLES - TRADE			2157.12	
Invoice Description --> BCWS - MERSEY ROAD - NEW SERVICE & YARD CLEAN UP WORKS YARD						
Total :				2157.12	0.00	2157.12
Supplier Total :				2578.80	0.00	2578.80

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3269	MCCOY LAKE FARM					
32949	10-Oct-2012		Issued	152	C	1505.00
519711	01-4-2500-000	PAYABLES - TRADE			1505.00	
Invoice Description --> AVRA AIRPORT FENCING AND LANDSCAPING						
Total :				1505.00	0.00	1505.00
32978	19-Oct-2012		Issued	155	C	4225.00
519713	01-4-2500-000	PAYABLES - TRADE			1770.00	
Invoice Description --> AVRA AIRPORT FENCING AND LANDSCAPING						
519712	01-4-2500-000	PAYABLES - TRADE			2455.00	
Invoice Description --> AVRA AIRPORT FENCING AND LANDSCAPING						
Total :				4225.00	0.00	4225.00
Supplier Total :				5730.00	0.00	5730.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3273	MCDUGALL'S LANDSCAPING					
33039	23-Oct-2012		Issued	159	C	630.00
2535	01-4-2500-000	PAYABLES - TRADE			630.00	
Invoice Description --> ACRD OFFICE - JULY TO SEPTEMBER 2012 LANDSCAPING						
Total :				630.00	0.00	630.00
Supplier Total :				630.00	0.00	630.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3280	MCGILL & ASSOCIATES ENGINEERING					
33040	23-Oct-2012		Issued	159	C	9785.76
13989	01-4-2500-000	PAYABLES - TRADE			226.80	
Invoice Description --> WCLF GENERAL CONSULTING						
13991	01-4-2500-000	PAYABLES - TRADE			294.00	
Invoice Description --> WCLF ANNUAL REPORTING						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
13992	01-4-2500-000	PAYABLES - TRADE		462.00		
Invoice Description --> LBA WATER SYSTEM EVALUATION						
13993	01-4-2500-000	PAYABLES - TRADE		516.60		
Invoice Description --> AVLF NORTH EAST EXPANSION						
13994	01-4-2500-000	PAYABLES - TRADE		1016.40		
Invoice Description --> AVLF GAS MANAGEMENT PLAN - CAPITAL						
13990	01-4-2500-000	PAYABLES - TRADE		1033.20		
Invoice Description --> AVLF ANNUAL REPORTING						
13988	01-4-2500-000	PAYABLES - TRADE		1327.20		
Invoice Description --> AVLF GENERAL CONSULTING						
13976	01-4-2500-000	PAYABLES - TRADE		1556.52		
Invoice Description --> SLVFD - HAROLD BISHOP FIREHALL SEISMIC UPGRADE						
13996	01-4-2500-000	PAYABLES - TRADE		3353.04		
Invoice Description --> LBA ACCESS ROAD CULVERTS						
Total :				9785.76	0.00	9785.76
Supplier Total :				9785.76	0.00	9785.76

3505 MFA LEASING						
AUTO56888	28-Oct-2012		Issued	157	E	2724.23
BAMFIRE56888	01-4-2500-000	PAYABLES - TRADE			2724.23	
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT						
Total :				2724.23	0.00	2724.23
AUTO56889	28-Oct-2012		Issued	157	E	1654.31
LBTRACT56889	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						
332951	10-Oct-2012		Issued	152	C	1744.00
MSPOCT12	01-4-2500-000	PAYABLES - TRADE			1744.00	
Invoice Description --> MSP PREMIUMS FOR OCTOBER 2012						
Total :				1744.00	0.00	1744.00
Supplier Total :				1744.00	0.00	1744.00

3500 MUNICIPAL FINANCE AUTHORITY						
EFT-18	01-Oct-2012		Issued	164	E	19.20
09/2012TEMP	01-4-2500-000	PAYABLES - TRADE			19.20	
Invoice Description --> TEMPORARY BORROWING INTEREST						
Total :				19.20	0.00	19.20
EFT-19	06-Oct-2012		Issued	164	E	1814.36
92-2/2012	01-4-2500-000	PAYABLES - TRADE			1814.36	

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> DEBENTURE DEBT								
Total :						18146.36	0.00	18146.36
EFT-20	19-Oct-2012		Issued	164	E	117973.35		
97-2/2012	01-4-2500-000	PAYABLES - TRADE				117973.35		
Invoice Description --> DEBENTURE DEBT								
Total :						117973.35	0.00	117973.35
EFT-21	12-Oct-2012		Issued	164	E	125262.18		
117-2/2012	01-4-2500-000	PAYABLES - TRADE				125262.18		
Invoice Description --> DEBENTURE DEBT								
Total :						125262.18	0.00	125262.18
Supplier Total :						261401.09	0.00	261401.09

3490	MUNICIPAL PENSION PLAN							
EFT-20	15-Oct-2012		Issued	166	E	7366.15		
SEPT30/12 - SUPER	01-4-2500-000	PAYABLES - TRADE				7366.15		
Invoice Description --> PP ENDING SEPTEMBER 30 - SUPERANNUATION								
Total :						7366.15	0.00	7366.15
EFT-21	26-Oct-2012		Issued	166	E	7413.16		
OCT14/12 - SUPER	01-4-2500-000	PAYABLES - TRADE				7413.16		
Invoice Description --> PP ENDING OCTOBER 14 - SUPERANNUATION								
Total :						7413.16	0.00	7413.16
Supplier Total :						14779.31	0.00	14779.31

3595	NEILL, EMMA							
33041	23-Oct-2012		Issued	159	C	388.07		
REFUND-OVERPAY	01-4-2500-000	PAYABLES - TRADE				388.07		
Invoice Description --> UTILITY ACCOUNT OVERPAYMENT REFUND - CANNOT REVERSE ACCOUNT CLOSED								
Total :						388.07	0.00	388.07
Supplier Total :						388.07	0.00	388.07

3600	NEOPOST							
33042	23-Oct-2012		Issued	159	C	200.44		
1962423	01-4-2500-000	PAYABLES - TRADE				200.44		
Invoice Description --> NEOPOST FOLDER/STUFFER - NOVEMBER 2012								
Total :						200.44	0.00	200.44
Supplier Total :						200.44	0.00	200.44

3622	NICK WASTE DISPOSAL						
33043	23-Oct-2012		Issued	159	C	168.00	

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1606	01-4-2500-000	PAYABLES - TRADE		168.00		
Invoice Description --> BCFVD - GARBAGE SERVICE JULY TO SEPTEMBER 2012						
Total :				168.00	0.00	168.00
Supplier Total :				168.00	0.00	168.00

3651 NORTH ISLAND LABORATORIES						
32952	10-Oct-2012		Issued	152	C	581.19
83188	01-4-2500-000	PAYABLES - TRADE			112.00	
Invoice Description --> SALMON BEACH WATER TESTING						
83159	01-4-2500-000	PAYABLES - TRADE			469.19	
Invoice Description --> SL COMMUNITY PARK WATER TESTING						
Total :				581.19	0.00	581.19
Supplier Total :				749.19	0.00	749.19

3693 NUU-CHAH-NULTH TRIBAL COUNCIL						
33045	23-Oct-2012		Issued	159	C	35.00
5211	01-4-2500-000	PAYABLES - TRADE			35.00	
Invoice Description --> HA-SHILTH-SA NEWSPAPER - OCT 1, 2012 TO SEPT 30, 2013						
Total :				35.00	0.00	35.00
Supplier Total :				35.00	0.00	35.00

2010 OUGHTRED COFFEE & TEA LTD.						
32936	10-Oct-2012		Issued	152	C	100.48
64292	01-4-2500-000	PAYABLES - TRADE			100.48	
Invoice Description --> OFFICE SUPPLIES						
Total :				100.48	0.00	100.48
33017	23-Oct-2012		Issued	159	C	100.48
64294	01-4-2500-000	PAYABLES - TRADE			100.48	
Invoice Description --> OFFICE SUPPLIES						
Total :				100.48	0.00	100.48
Supplier Total :				200.96	0.00	200.96

3828	P.D. MCLAREN LTD					
332953	10-Oct-2012		Issued	152	C	416.08

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
254368	01-4-2500-000	PAYABLES - TRADE			416.08		
Invoice Description --> AVRA FUEL SYSTEM - CALIBRATION CHECK							
Total :					416.08	0.00	416.08
Supplier Total :					416.08	0.00	416.08
3792	PACIFIC BLUE CROSS						
33046	23-Oct-2012	Issued	159	C			4374.56
PBCNOV12	01-4-2500-000	PAYABLES - TRADE			4374.56		
Invoice Description --> NOVEMBER 2012 PREMIUMS							
Total :					4374.56	0.00	4374.56
Supplier Total :					4374.56	0.00	4374.56
3843	PATTERSON, CHARLENE						
32954	10-Oct-2012	Issued	152	C			308.00
2012-0085	01-4-2500-000	PAYABLES - TRADE			308.00		
Invoice Description --> ACRD BOARD MEETING - HALL RENTAL							
Total :					308.00	0.00	308.00
Supplier Total :					308.00	0.00	308.00
4010	PETRO CANADA						
33047	23-Oct-2012	Issued	159	C			981.36
PCSEPT12	01-4-2500-000	PAYABLES - TRADE			981.36		
Invoice Description --> FUEL RD VEHICLES							
Total :					981.36	0.00	981.36
Supplier Total :					981.36	0.00	981.36
4115	PRICE'S ALARM SYSTEM LTD						
33048	23-Oct-2012	Issued	159	C			134.40
1606082	01-4-2500-000	PAYABLES - TRADE			134.40		
Invoice Description --> BCVFD - HALL ALARM MONITORING OCTOBER - DECEMBER 2012							
Total :					134.40	0.00	134.40
Supplier Total :					134.40	0.00	134.40
4187	QUALITY FOODS-PORT ALBERNI						
33049	23-Oct-2012	Issued	159	C			71.80
61 687604	01-4-2500-000	PAYABLES - TRADE			71.80		
Invoice Description --> OFFICE SUPPLIES							
Total :					71.80	0.00	71.80

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					71.80	0.00	71.80

4214	RAINCOAST EROSION CONTROL LTD						
32957	10-Oct-2012		Issued	152	C	5712.00	
SEPT26/12	01-4-2500-000	PAYABLES - TRADE			5712.00		
Invoice Description -->		AVRA - HYDROSEED AREA AROUND HANGAR					
Total :					5712.00	0.00	5712.00
Supplier Total :					5712.00	0.00	5712.00

4220	RAYNER & BRACHT LTD						
32958	10-Oct-2012		Issued	152	C	1993.60	
2012207	01-4-2500-000	PAYABLES - TRADE			1993.60		
Invoice Description -->		BAMFIELD BIN CHARGES					
Total :					1993.60	0.00	1993.60
Supplier Total :					1993.60	0.00	1993.60

4510	RBC ROYAL BANK VISA						
32962	10-Oct-2012		Issued	152	C	530.39	
SEPT25/12	01-4-2500-000	PAYABLES - TRADE			530.39		
Invoice Description -->		BCVFD - TRAINING \$441.12, TELEPHONE \$28.33, OFFICE \$57.54					
Total :					530.39	0.00	530.39
Supplier Total :					530.39	0.00	530.39

4280	RECEIVER GENERAL FOR CANADA						
32959	10-Oct-2012		Issued	152	C	28060.44	
PD7A - SEPT30/12 [01-4-2500-000	PAYABLES - TRADE			21.12		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 30, 2012					
PD7A - SEPT16/12 [01-4-2500-000	PAYABLES - TRADE			559.33		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 16, 2012					
PD7A - SEPT16/12	01-4-2500-000	PAYABLES - TRADE			13598.06		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 16, 2012					
PD7A - SEPT30/12	01-4-2500-000	PAYABLES - TRADE			13881.93		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 30, 2012					
Total :					28060.44	0.00	28060.44
33050	23-Oct-2012		Issued	159	C	12717.70	
PD7A - OCT14/12-DI	01-4-2500-000	PAYABLES - TRADE			88.44		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING OCTOBER 14, 2012					
PD7A - OCT14/12	01-4-2500-000	PAYABLES - TRADE			12629.26		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING OCTOBER 14, 2012					
Total :					12717.70	0.00	12717.70

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						40778.14	0.00	40778.14

4374	RLR LAWYERS							
32960	10-Oct-2012		Issued	152	C	1083.62		1083.62
V1293	01-4-2500-000	PAYABLES - TRADE				1083.62		
Invoice Description -->		LEGAL FEES						
Total :						1083.62	0.00	1083.62
Supplier Total :						1083.62	0.00	1083.62

4491	ROMPRE, SUZANNE							
32961	10-Oct-2012		Issued	152	C	700.00		700.00
SEPT1-30/12	01-4-2500-000	PAYABLES - TRADE				700.00		
Invoice Description -->		SEPTEMBER BAMFIELD TRANSFER STATION CONTRACTOR						
Total :						700.00	0.00	700.00
Supplier Total :						700.00	0.00	700.00

4645	SHAW CABLE							
33051	23-Oct-2012		Issued	159	C	756.56		756.56
OCT9/12-A	01-4-2500-000	PAYABLES - TRADE				113.06		
Invoice Description -->		ACRD OFFICE - COMPUTER BROADBAND						
09-OCT-12	01-4-2500-000	PAYABLES - TRADE				643.50		
Invoice Description -->		ACRD MONTHLY CONSOLIDATED INTERNET/CABLE - NOVEMBER 2012						
Total :						756.56	0.00	756.56
Supplier Total :						756.56	0.00	756.56

4711	SIMPSON GEOTECHNICAL LTD.							
32963	10-Oct-2012		Issued	152	C	6111.90		6111.90
7429	01-4-2500-000	PAYABLES - TRADE				6111.90		
Invoice Description -->		LBA CULVERT REPLACEMENT						
Total :						6111.90	0.00	6111.90
Supplier Total :						6111.90	0.00	6111.90

4723	SMITTY'S							
33052	23-Oct-2012		Issued	159	C	3360.00		3360.00
943668	01-4-2500-000	PAYABLES - TRADE				3360.00		
Invoice Description -->		GW SERVICE - FOOD						
Total :						3360.00	0.00	3360.00
Supplier Total :						3360.00	0.00	3360.00

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33053	23-Oct-2012	Issued	159	C		1233.23
3166209	01-4-2500-000	PAYABLES - TRADE		1233.23		
Invoice Description --> EMPLOYEE COMPUTER PURCHASE PLAN - HALLBERG-DODDS						
Total :				1233.23	0.00	1233.23
Supplier Total :				1233.23	0.00	1233.23

4728 SONBIRD REFUSE & RECYCLING LTD.						
33054	23-Oct-2012	Issued	159	C		23179.32
13987	01-4-2500-000	PAYABLES - TRADE		1507.75		
Invoice Description --> JULY 2012 RESIDENTIAL GARBAGE & RECYCLING INCREASE IN HOUSE COUNT (103)						
13988	01-4-2500-000	PAYABLES - TRADE		1507.75		
Invoice Description --> AUGUST 2012 RESIDENTIAL GARBAGE & RECYCLING INCREASE IN HOUSE COUNT (103)						
13989	01-4-2500-000	PAYABLES - TRADE		20163.82		
Invoice Description --> SEPTEMBER WC GARBAGE & RECYCLING						
Total :				23179.32	0.00	23179.32
Supplier Total :				23179.32	0.00	23179.32

4859 STANTEC CONSULTING LTD.						
32964	10-Oct-2012	Issued	152	C		628.99
696735	01-4-2500-000	PAYABLES - TRADE		628.99		
Invoice Description --> CONCEPTUAL WASTEWATER STUDY - BAMFIELD						
Total :				628.99	0.00	628.99
Supplier Total :				628.99	0.00	628.99

4785 STEWART MCDANNOLD STUART						
33055	23-Oct-2012	Issued	159	C		2855.00
62292	01-4-2500-000	PAYABLES - TRADE		43.68		
Invoice Description --> LEGAL FEES						
62294	01-4-2500-000	PAYABLES - TRADE		71.68		
Invoice Description --> LEGAL FEES						
62291	01-4-2500-000	PAYABLES - TRADE		104.61		
Invoice Description --> LEGAL FEES						
62293	01-4-2500-000	PAYABLES - TRADE		215.04		
Invoice Description --> LEGAL FEES						
62295	01-4-2500-000	PAYABLES - TRADE		933.60		
Invoice Description --> LEGAL FEES						
62531	01-4-2500-000	PAYABLES - TRADE		1486.39		
Invoice Description --> LEGAL FEES						
Total :				2855.00	0.00	2855.00
Supplier Total :				2855.00	0.00	2855.00

4885 SUN COAST WASTE SERVICES						
32965	10-Oct-2012	Issued	152	C		23581.22

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
95357	01-4-2500-000	PAYABLES - TRADE		23581.22		
Invoice Description --> SEPTEMBER AV RECYCLING CONTRACT						
Total :				23581.22	0.00	23581.22
Supplier Total :				23581.22	0.00	23581.22

5410 TD VISA						
32918	02-Oct-2012		Issued	148	C	6000.00
SEPT12/12	01-4-2500-000	PAYABLES - TRADE			6000.00	
Total :				6000.00	0.00	6000.00
33065	23-Oct-2012		Issued	159	C	3215.93
127180	01-4-2500-000	PAYABLES - TRADE			3215.93	
Invoice Description --> SLMP \$200, OFFICE EXP \$176.11, UBCM \$4630, OFFICE CR (\$360), BOARD ROOM RENO \$3087						
Total :				3215.93	0.00	3215.93
Supplier Total :				9215.93	0.00	9215.93

4984 TELUS						
32966	10-Oct-2012		Issued	152	C	364.35
SEPT7/12 - BCWS	01-4-2500-000	PAYABLES - TRADE			364.35	
Invoice Description --> BCWS - OFFICE FAX & PHONES						
Total :				364.35	0.00	364.35
33057	23-Oct-2012		Issued	159	C	2967.10
OCT7/12-1	01-4-2500-000	PAYABLES - TRADE			176.53	
Invoice Description --> BCWS - FAX & PHONES						
OCT9/12	01-4-2500-000	PAYABLES - TRADE			2790.57	
Invoice Description --> ACRD CONSOLIDATED						
Total :				2967.10	0.00	2967.10
Supplier Total :				3331.45	0.00	3331.45

4983 TELUS MOBILITY (BC)						
33056	23-Oct-2012		Issued	159	C	1555.44
SBSEPT13/12	01-4-2500-000	PAYABLES - TRADE			225.67	
Invoice Description --> SALMON BEACH CELL PHONE						
SBOCT13/12	01-4-2500-000	PAYABLES - TRADE			226.81	
Invoice Description --> SALMON BEACH CELL PHONE						
020322435140	01-4-2500-000	PAYABLES - TRADE			484.50	
Invoice Description --> ACRD CELLPHONES						
020322435141	01-4-2500-000	PAYABLES - TRADE			618.46	
Invoice Description --> ACRD CELLPHONES						
Total :				1555.44	0.00	1555.44

33069	23-Oct-2012		Issued	160	C	612.56
OCT1/12	01-4-2500-000	PAYABLES - TRADE			294.43	

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



AP5100

Date : Nov 07, 2012

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Time : 9:38 am

Supplier : 0001 To 9193
 Trans. Date : 01-Oct-2012 To 31-Oct-2012
 Cheque Date : 01-Oct-2012 To 31-Oct-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	
Invoice Description -->	BCWS - CELL PHONES					
SEPT1/12	01-4-2500-000	PAYABLES - TRADE		318.13		
Invoice Description -->	BCWS - CELL PHONES					
Total :				612.56	0.00	612.56
Supplier Total :				2168.00	0.00	2168.00

4988	TEMPO DJ SERVICES					
33060	23-Oct-2012		Issued	159	C	500.00
OCT12/12	01-4-2500-000	PAYABLES - TRADE			500.00	
Invoice Description -->	GW SERVICE - PA & VIDEO RENTAL					
Total :				500.00	0.00	500.00
Supplier Total :				500.00	0.00	500.00

2320	THE GRAPHICS FACTORY					
32942	10-Oct-2012		Issued	152	C	200.48
20271	01-4-2500-000	PAYABLES - TRADE			200.48	
Invoice Description -->	SB PO BOOKS					
Total :				200.48	0.00	200.48
33021	23-Oct-2012		Issued	159	C	967.68
20315	01-4-2500-000	PAYABLES - TRADE			22.40	
Invoice Description -->	AVLF - DECALS					
20338	01-4-2500-000	PAYABLES - TRADE			442.40	
Invoice Description -->	WC MULTIPLEX - BALLOTS					
20311	01-4-2500-000	PAYABLES - TRADE			502.88	
Invoice Description -->	AVLF - INFORMATION BROCHURES					
Total :				967.68	0.00	967.68
Supplier Total :				1168.16	0.00	1168.16

2649	THE INK SPOT					
33027	23-Oct-2012		Issued	159	C	279.99
12-10088	01-4-2500-000	PAYABLES - TRADE			279.99	
Invoice Description -->	ACRD OFFICE - PRINTER TONER					
Total :				279.99	0.00	279.99
Supplier Total :				279.99	0.00	279.99

4987	TIDY TANKS LTD.					
33059	23-Oct-2012		Issued	159	C	8443.68
332985	01-4-2500-000	PAYABLES - TRADE			8443.68	
Invoice Description -->	AVLF - TWO 1200 L TANKS					
Total :				8443.68	0.00	8443.68

ALBERNI-CLAYQUOT REGIONAL DISTRICT
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Status : All
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M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0001 To 9193
Trans. Date : 01-Oct-2012 To 31-Oct-2012
Cheque Date : 01-Oct-2012 To 31-Oct-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 :					8443.68	0.00	8443.68
<hr/>							
50527	TOMKO SPORTS SYSTEMS						
32968	10-Oct-2012		Issued	152	C	135.30	
11106	01-4-2500-000	PAYABLES - TRADE			135.30		
Invoice Description -->		SPROAT LAKE PARKS - TENNIS COURT EQUIPMENT					
Total :					135.30	0.00	135.30
Supplier Total :					135.30	0.00	135.30
<hr/>							
5069	TOTAL DELIVERY SYSTEMS						
32969	10-Oct-2012		Issued	152	C	59.82	
142546	01-4-2500-000	PAYABLES - TRADE			59.82		
Invoice Description -->		POSTAGE \$17.48, SB WATER \$35.93					
Total :					59.82	0.00	59.82
Supplier Total :					59.82	0.00	59.82
<hr/>							
0900	TRACY BOND (PETTY CASH)						
32975	18-Oct-2012		Issued	153	C	155.26	
TBOCT9/12	01-4-2500-000	PAYABLES - TRADE			155.26		
Invoice Description -->		OFFICE \$87.05, LBA CLEANING SUPPLIES \$55.85					
Total :					155.26	0.00	155.26
Supplier Total :					155.26	0.00	155.26
<hr/>							
5114	TRINEX INTERNET SOLUTIONS INC						
33062	23-Oct-2012		Issued	159	C	448.00	
5850	01-4-2500-000	PAYABLES - TRADE			448.00		
Invoice Description -->		OCTOBER 2012 WEBSITE MAINTENANCE					
Total :					448.00	0.00	448.00
Supplier Total :					448.00	0.00	448.00
<hr/>							
5186	UCLUELET RENT-IT CENTER						
33063	23-Oct-2012		Issued	159	C	772.80	
14053	01-4-2500-000	PAYABLES - TRADE			772.80		
Invoice Description -->		SALMON BEACH - GARBAGE					
Total :					772.80	0.00	772.80

ALBERNI-CLAYQUOT 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-Oct-2012 To 31-Oct-2012
Cheque Date : 01-Oct-2012 To 31-Oct-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 :				772.80	0.00	772.80
<hr/>						
5195	UNISERVE COMMUNICATIONS CORPORATION					
32970	10-Oct-2012		Issued	152	C 39.09	
000502023-2012092	01-4-2500-000	PAYABLES - TRADE			39.09	
Invoice Description --> OCTOBER 2012 WCLF & BWS INTERNET SERVICE						
Total :				39.09	0.00	39.09
Supplier Total :				39.09	0.00	39.09
<hr/>						
5278	VANCOUVER ISLAND PUBLISHING GROUP A/R					
32971	10-Oct-2012		Issued	152	C 1102.52	
PEND00000661	01-4-2500-000	PAYABLES - TRADE			237.55	
Invoice Description --> PLANNING \$94.50, BUILDING INSPECTION \$117.60						
VCL-255245	01-4-2500-000	PAYABLES - TRADE			272.27	
Invoice Description --> FINANCIAL AUDIT - REQUEST FOR PROPOSALS						
PEND00000809	01-4-2500-000	PAYABLES - TRADE			592.70	
Invoice Description --> PLANNING - PUBLIC NOTICE AREA D						
Total :				1102.52	0.00	1102.52
Supplier Total :				1102.52	0.00	1102.52
<hr/>						
33064	23-Oct-2012		Issued	159	C 105.37	
PEND00000881	01-4-2500-000	PAYABLES - TRADE			105.37	
Invoice Description --> ACRD OFFICE ADVERTISING						
Total :				105.37	0.00	105.37
Supplier Total :				1207.89	0.00	1207.89
<hr/>						
5513	WEST VAN ISLE CONTRACTING CO. LTD					
33066	23-Oct-2012		Issued	159	C 2832.59	
SEPT26/12	01-4-2500-000	PAYABLES - TRADE			2832.59	
Invoice Description --> BWS - SUGSAW LAKE WALKWAY - CAPITAL						
Total :				2832.59	0.00	2832.59
Supplier Total :				2832.59	0.00	2832.59
<hr/>						
5481	WESTCOAST HOME HARDWARE LTD					
32973	10-Oct-2012		Issued	152	C 4.46	
65129	01-4-2500-000	PAYABLES - TRADE			4.46	
Invoice Description --> OFFICE RENO EXPENSES						
Total :				4.46	0.00	4.46
Supplier Total :				4.46	0.00	4.46
<hr/>						
5537	WINDSOR PLYWOOD (UCLUELET)					
33067	23-Oct-2012		Issued	159	C -18.21	
83461A	01-4-2500-000	PAYABLES - TRADE			-18.21	

ALBERNI-CLAYQUOT REGIONAL DISTRICT
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Supplier : 0001 To 9193
Trans. Date : 01-Oct-2012 To 31-Oct-2012
Cheque Date : 01-Oct-2012 To 31-Oct-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 -->	SALMON BEACH SEWAGE FIELD - CAPITAL - CREDIT MEMO						
83895A	01-4-2500-000	PAYABLES - TRADE			84.49		
Invoice Description -->	SALMON BEACH SEWAGE FIELD - CAPITAL						
83398A	01-4-2500-000	PAYABLES - TRADE			1518.63		
Invoice Description -->	SALMON BEACH SEWAGE FIELD - CAPITAL						
Total :					1584.91	0.00	1584.91
Supplier Total :					1584.91	0.00	1584.91

5620 WORKSAFE BC							
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
32979	19-Oct-2012	Issued	155	C		3838.59	
3RDQTR2012	01-4-2500-000	PAYABLES - TRADE			3838.59		
Invoice Description -->	3RD QUARTER 2012 WCB PREMIUMS						
Total :					3838.59	0.00	3838.59
Supplier Total :					3838.59	0.00	3838.59

5700 XPLORNET INTERNET SERVICES							
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
32974	10-Oct-2012	Issued	152	C		111.98	
INV01659485	01-4-2500-000	PAYABLES - TRADE			55.99		
Invoice Description -->	LBA WIRELESS INTERNET SEPTEMBER 2012						
INV01852576	01-4-2500-000	PAYABLES - TRADE			55.99		
Invoice Description -->	LBA WIRELESS INTERNET OCTOBER 2012						
Total :					111.98	0.00	111.98
Supplier Total :					111.98	0.00	111.98

Total Computer Paid :	<u>642,155.73</u>	Total EFT PAP :	<u>280,558.94</u>	Total Paid :	<u>922,714.67</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		



MEMORANDUM

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Date: November 7, 2012
Subject: TD Visa Payment and Statement

On the September Finance Warrant there was a payment to TD Visa in the amount of \$6,000 that had no description as it was made without a statement due to the limit on the Visa being exceeded. That cheque was then lost in the mail and therefore we placed a stop payment on it and had to reissued the cheque as can be seen on this month's finance warrant. The lost cheque was then returned to us and I have attached a copy of the voided cheque for your information. As for the Visa charges the following were incurred:

Description	Amount
Sproat Lake Marine Patrol Phones	\$224.00
UBCM Convention Registration	\$5,185.60
Board Room Renovation Furniture/Electronics	\$3,698.18
Alberni Valley Regional Airport Fuel System Supplies	\$108.15
Total Payments Issued in October	\$9,215.93

The limit on the Visa is generally high enough to accommodate the needs of the organization but due to the timing of the Board Room Renovations and UBCM the card limit became an issue. I do not see this being a problem again in the future as we try to limit the expenditures incurred on this card.

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

Approved by: _____
Russell Dyson, Chief Administrative Officer

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 - 3RD AVENUE, PORT ALBERNI, B.C. V9Y 2E3

DATE

ACCOUNT NO.

DATE 13 Sep 2012

CHEQUE NO. 32855

5410 TD VISA

DESCRIPTION

DATE	INVOICE #	DESCRIPTION / VOUCHER NO.	AMOUNT
15-Aug-2012	SEPT12/12	M10092012	6,000.00
TOTAL			6,000.00



Please Detach Before Cashing

THIS DOCUMENT CONTAINS SECURITY FEATURES. SEE DETAILS ON REVERSE.



Regional District of Alberni-Clayoquot

3008 5th Ave., Port Alberni, B.C. V9Y 2E3

Phone 250-720-2700

Fax 250-723-1327

TD Canada Trust
3008 - 3RD AVE.
PORT ALBERNI, BC V9Y 2A5

CONTROL NUMBER

32855

DATE 20120913
Y Y Y Y M M D D

CHEQUE NUMBER
32855

\$*****6,000.00

W O I D

PAY Six Thousand AND 00/100 Dollars

THE SUM OF

TO THE ORDER OF

TD VISA
P.O. BOX 300
TORONTO ON M5K 1K6

⑈032855⑈ 1:93200⑈00



MEMORANDUM

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

FROM: Alex Dyer, Planner

DATE: November 06, 2012

RE: P1296 and P1297 Sproat Lake Landing Inc. Application – 10695 Lakeshore Road

This rezoning application received 2nd and 3rd readings on October 10, 2012. All conditions of rezoning have now been satisfied.

Recommendation

That the Regional Board adopt Bylaws P1296 and P1297.

Submitted By: Alex Dyer
Alex Dyer, Planner

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 10th day of October, 2012
Read a third time this 10th day of October, 2012

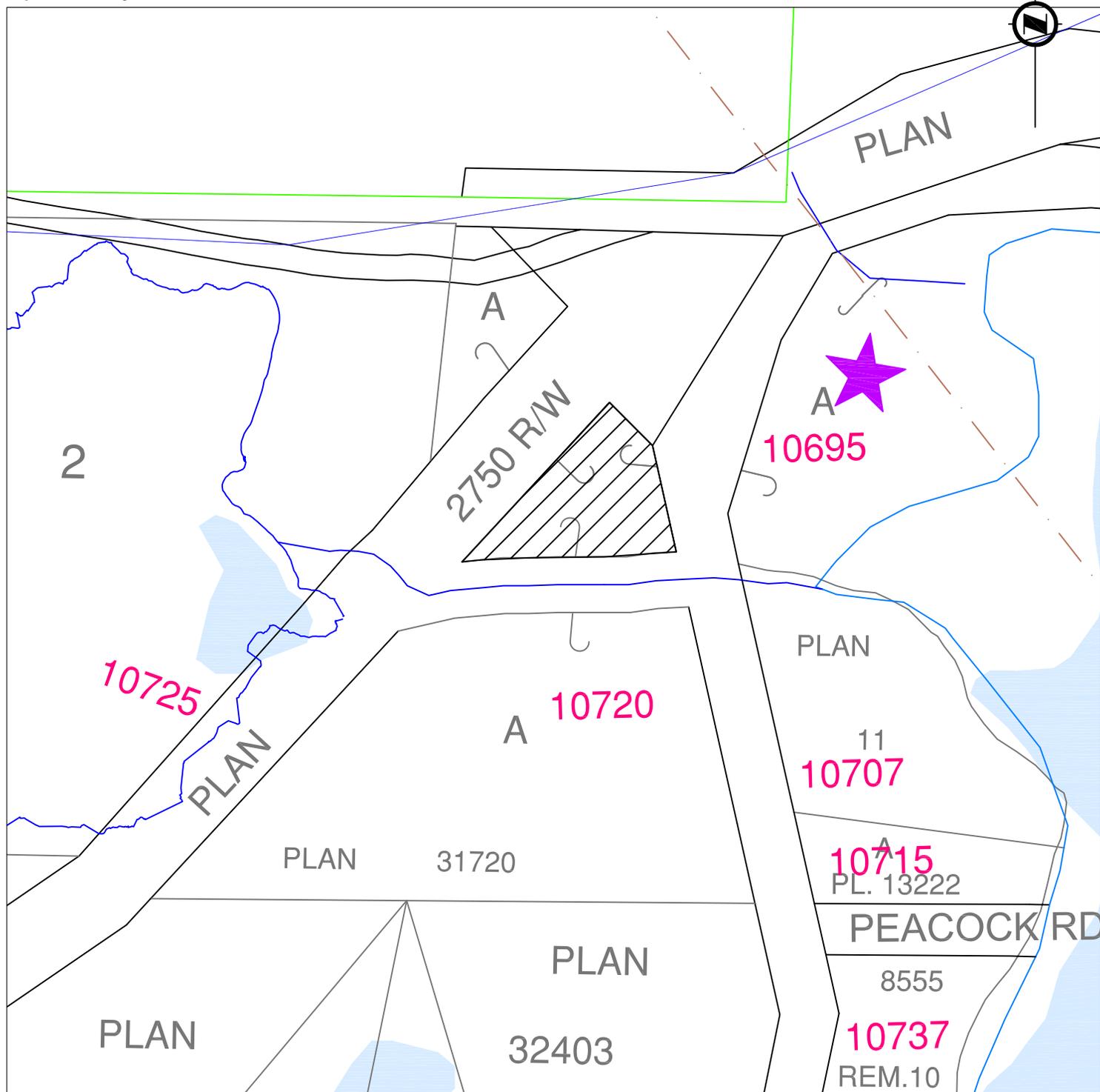
Adopted this day of , 2012

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"



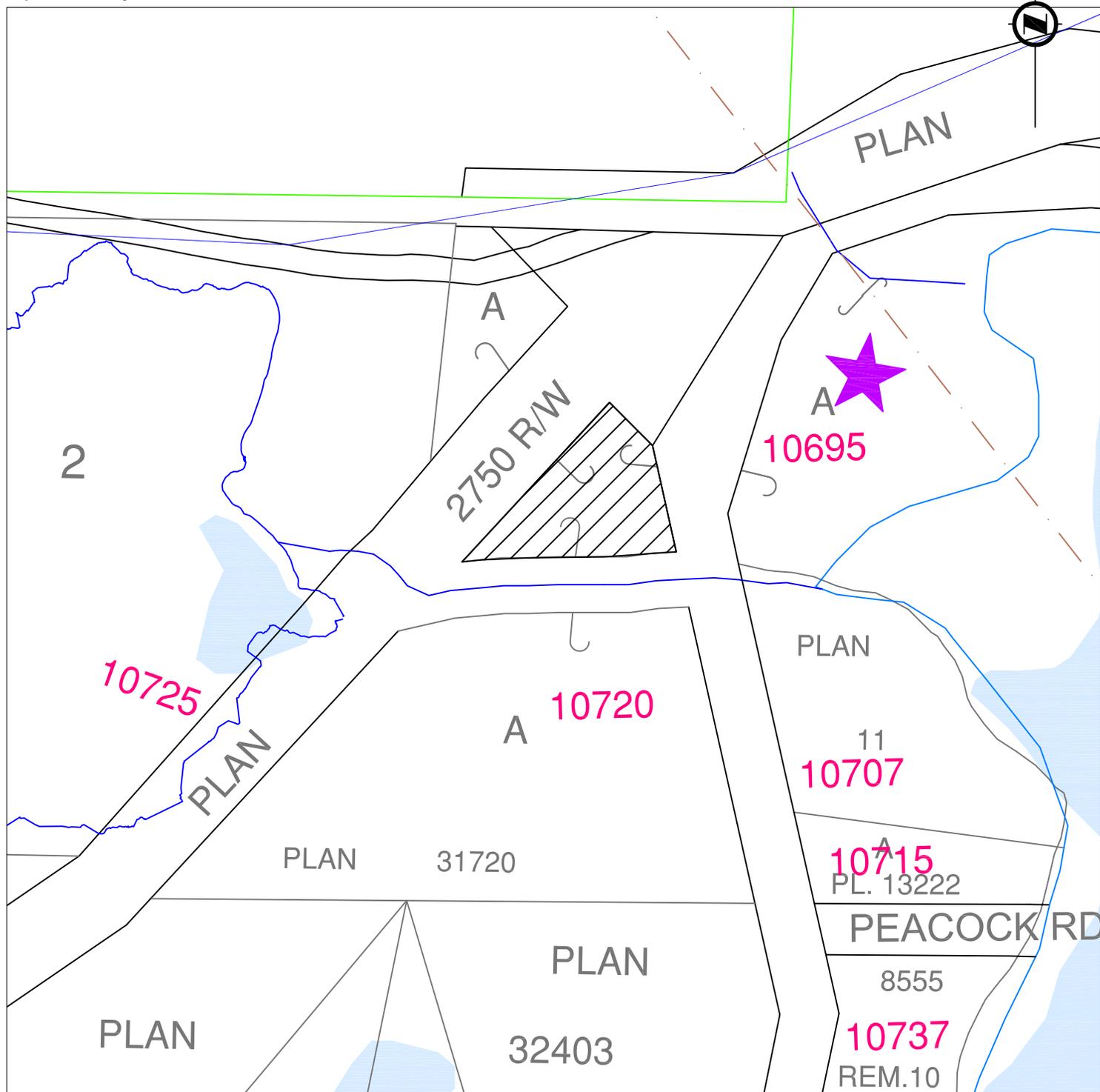
ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



Schedule 'A'

This schedule is attached to and forms part of Bylaw P1297



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



To be rezoned from Rural (A2) District to General Commercial (C2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





MEMORANDUM

TO: Russell Dyson, CAO and ACRD Board of Directors
FROM: Charity Hallberg Dodds, Planning Assistant
DATE: November 6, 2012
RE: Public Hearing Report for Bylaw P1291 (Beaver Creek Official Community Plan)

A Public Hearing for Bylaw P1291 was held on Monday, October 29, 2012 in the board room at the Alberni-Clayoquot Regional District office. The meeting was attended by ~32 members of the public, ACRD consultant Kelly Gesner of Landworks Consulting, two (2) ACRD planning staff members, and Beaver Creek Electoral Area "E" Director, John McNabb.

Members of the public spoke regarding various topics, some of which were not directly related to the proposed Beaver Creek OCP. Some of the issues brought up by members of the public were:

- Potential tax increases
- Home industry guidelines and restrictions
- Impact to existing businesses
- Increased activity at rifle range
- Meeting notification options
- Impact on neighbourhoods resulting from new residents

Referral agency responses are supportive and/or interests unaffected by the proposed Beaver Creek OCP with some suggesting minor changes and additions. They are included as Appendix C of the public hearing minutes.

Changes to the Beaver Creek OCP have been made since first reading in June 2012. A list of these changes, mostly typos and minor wording revisions along with one mapping correction, is included as Appendix B in the public hearing minutes. These changes were brought forward and discussed by Mike Irg at the public hearing.

Recommendation

That the Board of Directors proceed with second reading as amended and third reading of Bylaw P1291.

Submitted by: _____

Charity Hallberg Dodds, Planning Assistant

Beaver Creek Official Community Plan, Bylaw P1291

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

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of a Public Hearing held on Monday, October 29, 2012 at 7:00 pm in the board room at the Alberni-Clayoquot Regional District office.

Present: John McNabb, Director Area “E” Beaver Creek
Staff: Mike Irg, Charity Hallberg Dodds, & Kelly Gesner (consultant)
Members of the Public: ~32 (27 signed in)

1. Director McNabb: Okay everybody, I am happy to see this many folks come out to discuss our public hearing. I’d like to call this meeting to order (7:00 pm). The purpose of this.
2. M. Irg: Hey folks. We’re about to get started here.
3. Director McNabb: The purpose of this meeting is to discuss our new official community plan that has been developed over the last period of about a year. My name is John McNabb, I’m the director for Beaver Creek and I would like to introduce you to Mike Irg, our senior planner, and to Kelly Gesner who has been consulting on our new OCP and the other OCP’s in the valley, and to Charity Hallberg Dodds who is our assistant planner and who is keeping minutes tonight. I’d like to, just to remind you that this is a public hearing and the purpose of the public hearing is to hear what people have to say with regards to the issue. I’ll be very controlled about how people are able to address the meeting and I expect that people for and against will be able to speak and not be booed or ridiculed or anything else. I’ve seen that in other public hearings and I’m absolutely not in favour of that. If somebody’s got something to say, they should be able to say it and get it off their chest and go forward. So I would like to now call on staff to read the advertisement of the public hearing so that we know exactly what we’re addressing.

4. M. Irg read the Public Hearing ad as follows:

A Public Hearing for residents and property owners within Electoral Area “E” will be held in the board room at the Alberni-Clayoquot Regional District Office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on October 29, 2012 to consider the following bylaw:

Bylaw P1291 – Beaver Creek Official Community Plan

The purpose of Bylaw P1291 is to repeal the Beaver Creek Official Community Plan Bylaw P1027 and adopt a new Official Community Plan.

Bylaw P1291 contains a statement of objectives and policies respecting future land use for all properties within Electoral Area “E” (Beaver Creek) as defined in Beaver Creek Map No. 1 Official Community Plan Area which forms part of Schedule “A” of Bylaw P1291.

Objectives and policies are contained under a series of headings including: General Planning; Agricultural Use; Commercial Use; Industrial Use; Rural Use; Residential Use; Comprehensive Development; Community Service Use; Parks and Recreation Use; Heritage and Culture; Infrastructure; and Natural Environment and Conservation.

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

The Public Hearing for Bylaw P1291 is to be held by Director John McNabb, his Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaw as set out in this notice.

Interested persons may inspect the bylaw and relevant background documents at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from October 19, 2012 to October 29, 2012 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

5. Director McNabb: Thank you. The purpose of this hearing is to hear representations written and verbal from any person who believes their interest in property is affected by the bylaw. This hearing is being recorded and full minutes, including verbatim transcript, will be provided to the Regional Board of Directors prior to them voting on the bylaw. I just might add that according to the municipal act, the only information that the directors are allowed to receive is the information of this public hearing. So, if something comes to your mind after this public hearing, it needs to be directed to staff, not to the regional directors. So, the only, the information from this meeting is what we base our voting and our opinion on in the Board meeting. So if you want it out there, it needs to be out there at this meeting. Staff will now read any written submissions received prior to the hearing and any correspondence received ahead of time from the public.
6. M. Irg: We haven't received any letters from the public at this time.
7. Director McNabb: Okay, I now call on staff and/or Kelly to explain the proposal. Which, that ought to take us more than two minutes.
8. K. Gesner: Thank you. Can I turn this around a little, oh, easily. Do I need to put this on? Can you hear me okay. Okay great. Thank you all for coming. My name is Kelly Gesner, Landworks Consultants. Can you not?
9. Director McNabb: It's not a mic, it's just actually for the recording device, so speak up.
10. K. Gesner: Okay, I'll speak up. Kelly then reads her presentation (Appendix A).
11. M. Irg: Just to add a couple things. I just want to add a couple things following up with what Kelly said about how we got here, and a couple of minor changes that if everything goes okay here, that staff will be proposing (Appendix B). They're mostly technical changes and then one on the map where we just want to remove the P. So, I'll just point that out. I do want to point out that getting here, we originally back in 2010 we went through the Alberni Valley background study and sort of went to the community and met with, and had an open house here, and then went out into each of the electoral areas and met with the communities already to get their feedback. Which is how we came up with some of the new policies that Kelly had mentioned, in the community plan. We also had two open houses. One actually, in September 2011, when we were starting in Beaver Creek and then one in March 2012, so last March in Beaver Creek. But I know many of you were there, I saw you there. We do have some proposed late changes for the Beaver Creek OCP if anybody wants. Like I said, most of them are just typo fixes and there is just the one map, this is more so

that we have it in the record, I will just point it out here. We inadvertently put a P for parkland dedication on a section of land here, that is actually in the ALR so it would be removed. This one. I just wanted to go over those two things and it's certainly good to see everybody out here and anybody that has comments or feedback they'd like entered into the record, we'd ask that you come up to the microphone. Just because we are recording this and then we'll actually type up the transcript verbatim and it will go to the Board that way.

12. Director McNabb: Okay, I would like to now invite members of the public to make presentations on the bylaw. Please wait until you're recognized by myself and state your name and address before beginning. We will hear from anyone wishing to speak for the first time before allowing second comments. If any additional written responses are handed in, the staff will read them into the record. So, I would invite you to come up. We can line up or just come up as you please. So do we have anybody from the public that wishes to speak or ask questions of staff as well?
13. John Thompson: I have a question for everybody here. This map here. Where is it?
14. Director McNabb: If you could come up to the mic.
15. John Thompson: The map is showing me but it isn't showing me say, where I live, where you live? What I'm asking is, where is it?
16. M. Irg: Sir, what was your name so that we can?
17. John Thompson: Oh, John Thompson, Beaver Creek Road.
18. M. Irg: I can answer. It's the Beaver Creek electoral area.
19. John Thompson: So where is Beaver Creek Road?
20. M. Irg: Sure. Actually I can go and I can point that out.
21. John Thompson: I don't know, there are several people there that we didn't know where the hell we're at.
22. M. Irg: Sure, no problem.
23. Director McNabb: Once you get all the lines on the thing, it kind of fouls it up.
24. M. Irg: And the map that we did provide, it's convenient and it's fairly small, small scale. So just for everybody's information, Beaver Creek Road runs through the electoral area like this, and then this is the corner that goes by the old Beaver Creek school and to the boundary on Beaver Creek Road here. So, I'll trace it out again. Beaver Creek runs like that, we're at the Beaver Creek school, down to just before Gill school and where the RV park starts. And they're a couple little jogs near Horne Park, and then you get Willow, Willow is up in here, the railway tracks run at this end park. Let's see, Smith Road, Smith Road is in this area right here. I can quickly point out that on the maps that you're looking at, all of the hatched area is agricultural land reserve. So again, the majority of that would be highlighted in the agriculture use, which is this part, we also have some areas that are rural use designated that are the green. The darker green. The bright green is park. The residential is yellow. And what we did is we had a couple of residential designations in the previous plan that they were actually combined into one residential designation.
25. John Thompson: Well it makes it a little bit easier for me to follow the map and it's no names and I didn't know where I looked.

26. M. Irg: Yes. It's pretty hard when you get the names. It is pretty small, the road names, you can make out on this one. Which is why we have it. This is the main map. If anybody wanted a copy of that, we can certainly print it off and give it to you.
27. John Thompson: Thank you.
28. Director McNabb: Does anybody else have any questions or comments with regards to it? Make sure you state your name and your address.
29. Casey Poland: Casey Poland
30. Director McNabb: And the address?
31. C. Poland: Beaver Creek
32. C. Poland: Walker Road
33. Director McNabb: Thank you
34. C. Poland: Who's going to do the development?
35. M. Irg: That would be, sorry, I can answer the question if you like. So any development that we are referring to would be a private individual property owner, businessman, business person, whoever, coming in to do the development, so that would be, a development refers to taking a single lot and dividing it in half to you know, a multi unit or a multi lot development.
36. C. Poland: What's wrong with the way it is now? Why you want to change all those things? Use to boost our water tax, water tax and that other tax there. Every time turn around you'll have another raising that bloody water tax, parcel tax, every time I turn around; who's doing it?
37. M. Irg: So
38. C. Poland: You have not right whatsoever and to let us know. You do everything on your own. The hell with the people isn't it.
39. M. Irg: No, and if I can explain, unless you have any other comments I'll explain. So, Kelly is going to talk sort of about the other part. The water tax is separate from what we are doing here, I mean it's all under the Regional District but, what funds and pays for this is a separate budget and its collected, or identified separately from the water tax, so, you know, other than ,if development happens that will affect how the water is taxed because you will have additional lots and hookups paying for that and using the water, but as far as the land use planning it is a separate line item in our budget and it is allocated completely separate.
40. C. Poland: Well, it's going to cost us money anyway because you got another contractor in here, you know, this nonsense, I don't see nothing wrong the way it is right now.
41. M. Irg: So, and again, from that point, the designations as we've mentioned before are, are, remain the same, you know, and we haven't changed anybody's designation, the land use designation on the plan, unless they were requested to. The changes that we have made in the plan around agriculture, around secondary suites, around home industry, are things that through our consultation with the public, the majority of the people that we consulted with, and through open houses and advertising, wanted those changes. So that certainly it's what we're seeing in here is what we understand, is reflected in what the majority of the residents in the Valley have said they wanted.

42. C. Poland: So you going to any individual, the way they got it right now, you going to tell them to change it, right?
43. M. Irg: To change what?
44. C. Poland: The way they have their property, the way they have their business on there, you going to change that?
45. M. Irg: No.
46. C. Poland: You going to leave that alone?
47. M. Irg: If you're residential, you'll, you'll stay residential.
48. C. Poland: I heard him before. It's going to cost us a bunch of money people I can you this right now. That's how they operate.
49. K. Gesner: Part of the answer
50. C. Poland: All the same, the cronies are all the same.
51. K. Gesner: Part of the answer to your question is that the Regional District is required by law to fulfill certain obligations in its community plans and this is dictated by the Province through the Local Government Act and the Local Government Act says that all local governments now have to have policies that address greenhouse gas emissions and they must include targets, policies, and actions, specific actions to deal with the reduction of greenhouse gas emissions, so that's part of the reason why the plans had to be updated. The Beaver Creek Community Plan is thirteen years old, it's a little behind the times, so, we're bringing it up to date, along with all the others.
52. Kerry Young: Hi there, the name's Kerry Young, I live on Walker Road. On, regarding home industry use policies. What exact changes were made per that header?
53. K. Gesner: This is basically recognition that home industry is there and that it's not regulated at the moment. Mike do you want to add to that.
54. M. Irg: Sure, so, and I think as we did sort of look at the Alberni Valley as a whole, one of the things is we recognize that there is a lot of home industries out there and you know what's going on doesn't necessarily jive with the by-laws, so, what we've introduced is something new, it's something that hasn't existed before. So, the new, the home industry is a sort of, is a new section, and sort of following the update in the OCP's we will be updating the zoning by-law and then bringing in regulations in the zoning by-law that would allow for home industries within those conditions, cause currently right now the home industries, we don't have a zone or a land use designation that deals with or allows for home industries as its defined, so its, it's something new and its certainly, it's like again, it's feedback we had as well as recognition that I think we need to address some of those things out there.
55. K. Young: Ok, well, reading policy 3.2.7 here, under Home Industry, a lot of this looks like its being deemed from internal Port Alberni area, not rural residential Beaver Creek area or Cherry Creek or Beaufort. A fully sustainable landscape 10- metre screened and buffered area between home and industry, come on.
56. M. Irg: I think that would certainly be, if, if there's, if, a home industry type use is going to happen on a rural or residential lot.
57. K. Young: Yes.

58. M. Irg: There needs to be an expectation that the neighbours are going to be, you know, not impacted by it, and having a screening and buffering is certainly a way to do that.
59. K. Young: So that's, that's a 10-metre wide or 10 metre high.
60. M. Irg: 10-metre wide.
61. K. Young: Okay, well it didn't say that, it just says 10-metre screened and buffered area. So, that 30ish feet is got to be what, trees, concrete fencing, buffered stuff like they got on the highway.
62. M. Irg: I, generally a vegetative buffer.
63. K. Gesner: There's flexibility there, it just says suitable landscaping, and so, recognizing that people have different ideas of what's suitable and if you have a very noisy home industry, you may need more buffering than someone who has maybe an auto paint shop.
64. K. Young: Well that's just it, so you're going to come along and tell people that do have a home industry with an auto paint shop or whatever, that you can have a 5-metre one, and you can have a 7-metre one, and you can have a 10-metre one.
65. K. Gesner: No, the guidelines is 10-metres.
66. K. Young: Okay, so now that the person has their building and/or property and they don't have 30-metres or 30 feet between the property line and the edge of the building, what happens then?
67. K. Gesner: I guess that depends on whether or not you're disturbing your neighbours.
68. K. Young: And, but, if this is a by-law.
69. K. Gesner: By-laws generally only need to be enforced if they are causing disturbance to someone.
70. K. Young: So they're flexible.
71. M. Irg: Yeah, and I think it's important with the home industries to keep in mind that this is something new. I mean, we all recognize that there are things that will fall into the definition of home industry, but right now, they wouldn't be permitted under the by-laws. So what we're doing is looking at what's there, recognizing it, and developing some regulations that, that allow for it and give some certainty to those property owners that they can continue to operate.
72. K. Young: Ya, but a 10-metre area, that's, that sounds a lot like it's a Port Alberni thing, like from the City side of it.
73. M. Irg: No, it's, I think, and this again going back to the feedback that we had.
74. K. Young: My place of business doesn't have a 30-metre buffer zone that I work at in town. Or 30 feet. 10-metre buffer zone.
75. M. Irg: But again, this isn't, this isn't, this isn't something that is zoned industrial or zoned commercial we're talking about a residential or rural lot that people want to be working from their home, right, working on their property in their home, so, so again, different rules and regulations would apply to a commercial or industrial zoned property.
76. K. Young: The point I'm trying to get at here is that, you know, that is coming down under policy this, and all of a sudden you guys start walking around and nailing the hammer down. But, we're sitting here and you know what was said here is it's flexible and then next thing you know this passes and now its law.

77. M. Irg: Well, and I guess, I think it's important for, cause right now, there is, there is no home industry permitted.
78. K. Young: Have you guys gone and talked to any of the home industries out in Beaver Creek?
79. K. Gesner: Yes.
80. K. Young: People
81. Unknown: No
82. K. Gesner: People have come to the open houses to discuss them.
83. K. Young: Ya, but have you guys actually gone out and, you said this is for the people for the people of Beaver Creek. Have you guys actually ever gone out to the home industries out there and talked to those people?
84. . Gesner: Not to their doors, no, I haven't anyway.
85. K. Young: Wouldn't, wouldn't that be kind of the first step in developing a plan like this?
86. M. Irg: Maybe I think, I think its, its, its, there's the people that are certainly doing the home industry and there's also everybody else around them and how do we come up with the rules and regulations that fits for everybody, right. And I think, you know, I keep going back to it, and think its important to stress that right now we don't have, home industry isn't permitted. Right, and then you know, we, and I don't want to sort of get into the whole enforcement end and how the Board deals with that. But, what we're doing is bringing something new that we haven't had before, right, and, and then you know we still need to go and develop specific zoning regulations.
87. K. Gesner: This is our first attempt, right, so let's look at it another way, let's say your neighbor has a home industry and its bothering you, if he follows all these guidelines and it still bothers you, then we may have to come up guidelines that are a little more stringent. We're just trying to make sure that if you have a home industry you can carry on legally and that you won't necessarily disturb you neighbors. So this is our first shot at it.
88. K Young: About the only neighbours that get disturbed out there are the ones that move from town out to there.
89. Director McNabb: One of the issues, speaking from a Board point of view. One of the issues that we've had recently is that several of the home industries that have developed along the way have gone from basic home occupations, one person things, to three or four or five person things and are currently in residential area settings. They're non- conforming, so if we have a complaint to a Board with regards to one of those, the rules that are in place today are the rules that are in effect. So, if that person has, has developed a business and, and there isn't, if it isn't in a commercial setting, we really don't have any options but other than to say you have to close it down, so this at least gives us a place to, to provide for, for those sort of things, I mean, I've lived in Port Alberni all my life pretty much and I recognize that an area like Beaver Creek has a lot of the incubation style or, or coming from working for, for forest industry and losing that position and then trying to make it on your own and doing it from a 5 acre piece or something like that, so, I recognize that that sits there but the tools that the Board have are very, very limited if it comes to a complaint, in today's thirteen year old by-law.
90. K. Young: So, what, what you're trying to say John is that, you're trying to make a, just basically make a spot for the home industry.

91. Director McNabb: Exactly, Exactly, it's an opportunity to actually have a conforming activity versus one that doesn't conform.
92. K. Young: Cause right now, right now we have residential and commercial.
93. Director McNabb: Pretty, pretty much
94. K. Young: So this going to kind of go in between residential and commercial.
95. Director McNabb: That's right, that's right.
96. K. Young: Its not really commercial, its not really residential and that. A person could get their land changed. Designation changed to that or would it just kind of fall under those guidelines?
97. M. Irg: I'll answer that one. What it is, is this will apply to all the rural and residential designations in, for Beaver Creek that we identified there, so, so its not, you're not going to be applying to have home industry, if, if you're 5 acres, you know, the home industry rules would apply to you.
98. K. Gesner: You don't need to change your designation unless your industry, as John said, we're assuming it's a small industry, or an incubating industry, if it grows to the point where you can no longer accommodate it on a residential lot, then you might need to apply for a change or look for an appropriately zoned designation.
99. K. Young: ie Walcot.
100. Director McNabb: That sort of thing.
101. K. Young: Okay, I'm against the 10-metre screened buffered area, I think that should be reduced down to some more better point of it. 10-metres in the Beaver Creek area you know that's, some of the lots are, that's 30 something feet on the side in a sense. That's 120, er 60 ft, some of them are 120 feet wide, that's like half the lot.
102. M. Irg: We certainly will be doing more work specifically around home industry and I encourage you and anybody else when we're doing the zoning by-law to give us additional feedback.
103. K. Young: So of the, even the 15-metre setback, that's pushing it too on some of those lots, cause some of those lots are wide at the front of the, front of the road and shallow. Okay. Thankyou.
104. Director McNabb: We have an opportunity to change those under variances, you know if someone's coming in, if they can do it under, either going to the planning to the Board of Variance for that type of change or emission from, from the by-law and also in doing your development permit stage if your building a new shop or some other thing like that, that you can do it as part of the development stage as well so apply for a variance that will change that actual by-law.
105. M. Irg: So, if I can just add one more thing, you know, for Kerry and everybody else is that a community plan isn't static and fixed, it certainly can be changed and we're introducing some new things that we haven't had before so, you know, we're going to be need, we're gonna need to revisit them so around home industry if there is something, you know, where going ahead and a year two years from now we realize that there's an aspect of it that isn't working, then we need to change it and fix it, so we certainly, you know, want the feedback, you know, as we go forward so there, there is an ability to fine tune things and change them, you know, again, so I would say that for, for home industry for the home occupations we're gonna re, we're gonna relook at and also secondary suites, you know, how they're, how they're working so there's certainly an ability to change it even after the by-law is adopted.

106. Jim Jones: My name is Jim Jones and I own the lot at the corner of right where Thurman Creek enters the Stamp River. That lot is just ½ an acre and after the lot was subdivided you've now taken 90 feet off the front, 15 meters off the side because that's where Thurman Creek comes in and the set back you want from the back of the lot and from the side of the lot I don't think there's room to stand on it anymore. And I'd like to know how after a lot is legally sub divided you can come along and take it away. I've just been paying taxes on a piece of property I can't do anything with.
107. K. Gesner: What do you mean taken away?
108. Jim Jones: Well, you can't do anything on the 90 feet from the river, can't do anything on the 15 feet from the creek, the set back from the back and the side, there's no, there's no room.
109. K. Gesner: Okay, two, two points, if, I'm assuming you're already using the lot.
110. Jim Jones: Yes.
111. K. Gesner: So whatever you're, whatever you have there is now grandfathered, secondly, those setbacks for flooding or riparian areas protection are not a prohibition, you have a choice of either staying outside those areas or applying for a development permit so that you won't negatively impact or be impacted by natural hazards.
112. Jim Jones: Okay, so I could develop into the 30 meters
113. K. Gesner: Yes.
114. Jim Jones: with the permit.
115. K. Gesner: Yes
116. Jim Jones: Okay, and the second question, you just talking about industrial and the noise and the 30 meters and I'd like to know the Alberni District's Sportsman's Association Rifle Range is on the area marked Park and there's been increasing use there by the R.C.M.P., they now allow, have R.C.M.P. are coming in from Campbell River and Courtenay and that awful dam noise when you get a whole bunch of them out there shooting when they're delivering ammunition in a cube van and shooting fully automatic weapons. And I would, you know, the noise volume is increasing, we've lived beside that range for a lot of years and haven't had a problem but it's getting very, very much more noisy than in the past and I would like to know if there is something in that plan to protect from that.
117. K. Gesner: Do you have a noise by-law?
118. M. Irg: We do, we do have a noise by-law, the Sportsman Association is, is zoned for the use that they're doing as the gun range.
119. Jim Jones: Okay, years ago when the Sportsman Centre was going in there, we were told there would be no expansion without consulting the neighbors and we have never been consulted on anything and it, there has been considerable expansion there. So, I just, cause
120. M. Irg: Sure, no, and we'll certainly, that's, that's, I guess that part is new to me and would have to
121. K. Gesner: Yeah, that sounds like a more
122. M. Irg: More a noise by-law and zoning issues a little bit outside the scope of this but certainly we'll note that and look at it, and if you want to contact me later we can go over the specifics of that.
123. Jim Jones: Okay, thank you.

124. Mary Young: Hi, I'm Mary Young, Smith Road and Beaver Creek. I have, I have one concern because I seen it happen out Cherry Creek many years ago. The rural area of Beaver Creek has, has been there for, well, since before I was born and, and everything, there was lots of farms, there was cows, there was everything going on out there, well, that all got pretty much pushed out from whoever makes the rules, rules about what you're allowed to grow and what you can't grow and how many cows you're allowed and so on. So now we got a rural area that basically not being used as agriculture land and so on and so forth. It's not really being used for that anymore. Now, in our case we've had a little shop on our property for forty years and actually Smith Road is on our property, that a our pin is into Smith Road so all the mailboxes and everything are technically I guess, unless it's something happened and we weren't informed, but the thing that I worry about is that now I see all the properties for sale, everybody selling out, who's buying them. Are people coming in from the cities and want peace and quiet and certainly you can get that out there so what happened out Cherry Creek is these people moved in and they didn't like the idea that there was a pig farm and they didn't like the idea that this that and next thing happened so they started bringing all their city rules with them and we want to barbeque on Sunday and we can smell pig and, you know, what not, so pretty much shut that farm down really, and I'm worried about that happening out Beaver Creek that new people coming in are going to bring their city rules or ideas with them and oh you can't have this little shop here now anymore, it's been there forty years, but we don't like that there and we don't like this that and the next thing I mean if you go from Gill School out to Stamp Falls I betcha there's gotta be holly smokes, fifty, sixty, seventy little shops, you know, and none of them are much more than maybe fifty feet, sixty feet from centre line, you know, so, what Kerry brought up to is everything is there, you can't move it. The trees that are there have been there for a hundred years, they're going to fall down I suppose but a, I don't, I don't like that 15 feet thing and, and, cause that's affected us somewhat with something else we were doing on our property and, and you know, like, I want assurance that new people aren't going to change the way the people that have been there forever, live, like, all these new rules, and things, that they, they want to stop this and that and whatever its going to be, I haven't even got clue what it's going to be, but it's going to be something, and it's going to affect everybody because already, you know, you have to, you know, they're making you pay for blue buckets. Some people don't want the blue buckets. Some people can't afford them. You know, they're, they're bringing in things left, right, and center, well its only thirty dollars a year, twenty dollars there, ten bucks there, add it up at the end of the year, and then our taxes and everything and, and, like, pensioners can't afford to live anymore, if that's all you got, so, I want some assurances that we're going to be able to leave the area kind of how it is and not bring radical change by new people moving in and that scares me cause it, it happened out Cherry Creek,
125. K. Gesner: The goal,
126. M. Young: So
127. K. Gesner: the goal of the policy, there is a policy in here now that says any new development adjacent to agricultural land must be buffered from the agricultural land, and the buffer has to be on the non-agricultural property boundary. The goal there is to protect the integrity of the agricultural land and try and prevent one of the issues you mentioned.
128. M. Young: Yes, yeah, well, I kinda don't like change a whole lot and things are changing, that's fine, but, I mean, the rural people are in the rural area for a reason and if city people want to come in

then, if you, it's like moving up to a golf course and complaining you got golf balls in your yard, well, you know, that's just my point anyways.

129. Director McNabb: Thank you.
130. Director McNabb: I'd just like to mention that this Official Community Plan has had the input of our, of our Advisory Planning Board, which, which is a group of, of the citizens from Beaver Creek, it's, it's not an external bunch of people, it's people that live there have interest in the area and the plan itself has been developed in consultation with that Board, so, a lot of the input that I'm hearing here has been given at those meetings as well, just to kind of tell ya that. Yes Sir.
131. David Bracht: Ya my name's David Bracht, I rent on Lugin. I actually own property in the Nanaimo Regional District but I'm considering buying in Beaver Creek, and just a couple things that I clarify. This is a little bit on the enforcement side. You mentioned in your presentation that a you're not changing the
132. K. Gesner: Designations
133. David Bracht: designations, so that's essentially the, the land use on the given lot unless the person had requested. And then I heard the word grandfathered but at the same time there's a, for example, this 10-metre setback for the one person was not happy with, so how do you deal with existing shops that don't meet the 10-metres, but they're, are they grandfathered?
134. M. Irg: It really depends, the grandfathering, anything that exists prior to the zoning by-law coming in, into effect, cause, the community plan will set when we rewrite the zoning by-law or any zoning changes, but there's also the zoning by-law that applies, to the entire Regional District, so, there, there are shops out there that existed and businesses that have been operating prior to the zoning by-law, so, if, if, the zoning is different from what the business is operated, you know, for forty years, whatever it is, that's, that's what's grandfathered.
135. D. Bracht: Okay but you also limit the employees to two non-residents.
136. M. Irg: Yes
137. D. Bracht: And some of them, I don't know, but it's possible that some of them may have more than that already, so would they then have to scale back or is that grandfathered in as well?
138. M. Irg: It would depend, it would depend on individual circumstances.
139. D. Bracht: Okay.
140. K. Gesner: But by-law enforcement is generally complaint driven
141. D. Bracht: Okay
142. K. Gesner: The Regional District doesn't have the resources to go out and look for non-conforming uses and illegal uses.
143. D. Bracht: Yes, well, what I find with complaint driven is people tend not to complain because then their neighbor will look for every infraction that you make, you know what I mean. You can get this, you did this, you did that, and you guys are kinda caught in the middle and just have to do your job. So you're not changing the zoning you're just making a few tweaks to it then.
144. K. Gesner: The zoning will be, the zoning is, has to be brought into conformance with the OCP's. Once the OCP's are all adopted, the zoning by-law then must be brought into conformance with the OCP's.

145. D. Bracht: The zoning by-laws. So does that mean that some land uses will change or just how you use that land?
146. K. Gesner: Yes, well, the goal with making the OCP's consistent, means that the zoning by-law will then, rather than have an exception for this area, and exception for that use, there'll be more consistency and more applicability in the zoning by-law as well. If that makes sense.
147. D. Bracht: No I understand that, you're trying to standardize it somewhat, as much as is reasonable. So, so, it sounds like what you're doing is just making, trying to make some accommodations to acknowledge existing uses, like same thing with secondary suites, if they meet whatever criteria they can exist, whereas before nobody complains so you did nothing, right?
148. M. Irg: Yes.
149. K. Gesner: But also with regards to secondary suites and accessory dwelling units, to make sure that they meet health and safety standards, whereas now there's, as they're not legal, there's no control over them, there's no, no way of checking to make sure that they are not, that they conform to health standards and safety standards.
150. D. Bracht: Okay. I was wondering if you, you quoted a couple of terms that I noticed in the definitions here, I was wondering if you could probably just repeat what's written but clarify it a little bit. Something to do with the type of home or the type of secondary home.
151. K. Gesner: Accessory dwelling units?
152. D. Bracht: Oh, oh no, I know what it was, it was the density.
153. K. Gesner: Density averaging.
154. D. Bracht: Density averaging and there was another one.
155. K. Gesner: Density bonusing
156. D. Bracht: Yes, what does that mean?
157. K. Gesner: These are planning tools that can be used to encourage site sensitive planning, like not all sites are created equal, so if, unless you have a flat bare site, you probably have some feature on the site that you want to protect, and by density averaging, we're saying rather that subdivide your, your lot into four 2-acre lots or 2-hectre lots, why don't you have one larger lot where the sensitive feature is, it could be a pond or a rocky knoll or something that you want
158. D. Bracht: Or a stream where you
159. K. Gesner: Or a stream, yes. So you still have the same number of lots but they don't have to be the same size. As long as the average works out to what it would have been if you'd done the standard.
160. D. Bracht: Oh, I see so some of the small ones might actually be less?
161. K. Gesner: Right, Right
162. D. Bracht: Okay, so that's density averaging, so that's on a given lot if you're looking at subdividing.
163. K. Gesner: Right
164. D. Bracht: Okay, and what was the other one?

165. K. Gesner: Density bonusing also applies where you want to subdivide a lot and let's say again you have a stream or a pond or whatever or a sensitive eco system and you want to keep it and you come to the Regional District and said, I'll keep that if you give me an extra lot and the Regional District says that sounds reasonable we like that. Gary Oak system or whatever you've got there.
166. D. Bracht: Okay, good.
167. Director McNabb: Thank you.
168. Bob Haynes: Just a point, I can stand back here cause I got a loud voice.
169. Director McNabb: But you have to speak in this so it can be, so your loud voice can be recorded.
170. Bob Haynes: Oh, sorry about that. Just a point of clarification. Is this committee official plan going to be voted on by this group or is, is this, do we have an opportunity, did the electorate have an opportunity to vote on this plan as presented?
171. Director McNabb: No. This, this is the, is your opportunity to comment on the plan for or against. The Board of Directors for the Regional District are the ones that will vote on the plan and follow the, follow the minutes from this meeting will forward to the whole Board. It's not just me as the, as the Director for Beaver Creek, it's the whole Board that has to vote for it so, but this is the opportunity for the, for the public to actually speak for or against anything within that plan.
172. K. Gesner: It's actually your third opportunity for input.
173. B. Haynes: Okay, certainly, I, I can sympathize with Mrs. Young on her statements but I think in these economic times things are changing drastically and I think that we all have to understand that these home based industries are so very critical to the economy of the Alberni Valley. I also know that up until maybe five years ago there was probably about; I think five licensed business opportunities in the Beaver Creek area. One of them would be the IGA store, the other, the concrete plant and the little service station on Malabar, so I think that what we're trying to do or what the Beaver Creek planners are trying to do is a accommodate all of those, not necessarily degrade them but accommodate them so that they are a viable business, a viable home business, so I think that that's important and I think we all should understand those that, that idea. Thank you.
174. Director McNabb: Thank you. You're saying what he said. Bob Haynes you got that didn't you.
175. Charity: Yes
176. Dianne Bodnar: Yes I'm Dianne Bodnar from 6965 Beaver Creek Road and I'd like to know what the logging that's happening behind McLeans Mill what effect, what kind of by-laws they have to follow, or what kind of rules do they have to follow. They're very close, they go, they're going, there's a bridge already built that goes over a fish stream already, it parallels this side of the log train trail and I've seen in the past, because we walk those trails a lot for many years, and have seen a lot of devastation that's happened in the past with the logging and how is that going to, what's going on right now, how is that going to effect everybody that's further on down the line in Beaver Creek area? Specially the fishing and area and the water that overflows into the other creeks and there's water now on Beaver Creek that hadn't been there for years and is flooding, has flooded very much there on, specially Smith Road and Beaver Creek Road.
177. K. Gesner: Is that Crown Land or privately owned land?
178. D. Bodnar: I don't know.

179. Director McNabb: McLeans Mill
180. D. Bodnar: Behind McLeans Mill, its, I think it's (people talking over each other)
181. M. Irg: It's private large forest
182. K. Gesner: Private, then they are required to follow the Provincial Private Managed Forest Land Act regulations.
183. D. Bodnar: Oh, okay.
184. K. Gesner: This would be a case where the Regional District has limited input; therefore, any policies would be advocacy policies where the Regional District would ask that the landowner or the Provincial Government monitor these sorts of things.
185. D. Bodnar: Oh, okay, okay it's just that, you know its higher up and a lot that what happens up there at the base of the mountains certainly affects what's going to happen down in Beaver Creek and its left a lot of devastation in the past so just wondering.
186. Director McNabb: It's kinda, it's outside of this hearing but we have had a pretty consistent dialogue with them over the last year. They've been in and presented their plans, we've walked a lot of the areas that they are planning logging in and had some pretty positive discussions with them and got a few movements of their policies so, and it's an ongoing thing that we're, that we are looking at but
187. D. Bodnar: So, it's being monitored then?
188. Director McNabb: Yes. Yes.
189. D. Bodnar: Okay, Okay thank you.
190. Director McNabb: I don't know, just gonna ask for somebody; was there anybody else and we got somebody.
191. Steven Forrest: I'm Steven Forrest, I have a property on Weismiller Drive just off Falls. It's not really about the plan as it's presented given that it seems to be fairly comprehensive but it's about the process and what you presented to the meeting. Is, this is the new one and there's an old one but there's no list of changes by which to guide everybody here so they understand what it is you've changed, so, so it's very difficult, some people don't read maps very well, and _____ came up right away the changes to the plan and what you were trying to do could have been much better explained, so that everybody had something to hold on to and see how it affected them, so, I just put that to you that, that the process should have been a better guide to the population of the area.
192. Director McNabb: Just a comment on that. The, when we had the open house at Beaver Creek Fire hall, at that meeting, at that presentation there was kind of the before and after presentation. I agree with you though, at, that, that it, it's a, it would be useful information at, at this public hearing as well. I agree with that.
193. S. Forrest: At the open house you didn't have an after because you hadn't finished the plan.
194. Director McNabb: No, that's true.
195. S. Forrest: So now you do have an after
196. Director McNabb: I agree

197. S. Forrest: You could really well have explained the differences, right, so
198. Director McNabb: I agree
199. S. Forrest: That's the missing piece, thank you.
200. Director McNabb: I don't know if there is an opportunity to, to add anything to that.
201. K. Gesner: I, I actually did try to highlight the changes there basically in the, in the format. The, like, the breakdown in to three parts, the addition of a general planning section, the addition of comprehensive development, those, and development
202. M. Irg: Secondary suites and shops
203. K. Gesner: Yes, the addition of second, accessory dwelling unit policies and development permit areas, those are basically it.
204. M. Irg: So just for everybody in the back, trying to hit of the ones that were the changes and sort of the main thrust from the, from the open houses and feedback that we got were certainly some newer policies around agriculture and there was an agriculture plan done for the Alberni Valley. Some changes and additions around development permits, specifically around, around riparian area protection and natural hazards. The introduction and options for secondary suites, the policies around home industry and introducing home industry because previously we haven't had it. Those were the, those were some of the new ones and then within the plan itself Kelly mentioned the general planning is a new section as, as well, so I think that, that covers some of the main, the main things in the plan that are new, then I'd mentioned earlier the, sort of combining the, we had a couple of residential designations and just making it just one residential designation and then rural, and then agriculture falls mainly within the Agricultural Land Reserves. So those were some, some of the main changes from the previous plan.
205. K. Gesner: I didn't go into detail on, on the introduction of comprehensive development planning, which is a new designation because it, it will be unique to each particular development and what it does is it allows the developer to tailor the development specifically for that site and it, it, there won't be any guidelines comprehensive development because it'll be an agreement between the Regional District and the, and the development on how it's done with public input. So that's another new change.
206. Jackie Busby: My name is Jackie Busby. I live at 7700 McKenzie Road. Excuse me. I would like to commend the staff for the environmentally friendly things that are now added in this plan that have never been there before. We live on the Stamp River and it's very difficult to protect even your riparian zone for quads and things like this and I think part of the thing that we've been talking about tonight trying to make sure that you're not bothered by giving a buffer zone. I think you have to look at the other side of that and be on the receiving end and be the person who lives near one of these industries and therefore you have to leave this open so you that will be protected as well as protecting yourself. The other thing I'd like to say is that I definitely agree with Mr. Jones that the rifle range is getting beyond us being able to live with it. It is just constant and it's never been like this. I did not realize why it was like that now, but it's, it's getting absolutely beyond it. I live quite a ways away from it and my dog won't go out on the patio because as soon as they start shooting she thinks they're shooting at her. And the final thing is that I have farmland. It's Agricultural Land Reserve and it's along the river, there's about half a mile along the river and nonstop I've petitioned to have a trail through there. We have a riparian zone between the river

and the property, there are no roads, there are no, there's no, supposed to be no motorized vehicles or anything like that and we cannot put a trail through there that would not impact the property and spoil it. So, I realize that this is not something that you can force upon a landowner but I would certainly not like to see that in, in the future either. Thank you.

207. M. Irg: Okay.
208. Director McNabb: We got any
209. M. Irg: I'm looking, see who wants to speak. Sitting right in front of me.
210. (Lots of people talking over each other)
211. C. Poland: I'm going to tell you something Mike. You know I'm going to plan on having a couple pigs in my property.
212. M. Irg: Yes
213. C. Poland: You think it's a good idea?
214. M. Irg: I'd have to go look to see how big your property is.
215. C. Poland: Well, well there you are, there, check it out again
216. K. Gesner: If it's in the ALR
217. Mike I'll tell ya, I'll tell ya, when there about two months old I'll let you know.
218. M. Irg: Okay
219. And I'd probably look at one as big as, you'll say Casey I won't say nothing. I'll buy half of them. She knows where I live.
220. Director McNabb: Anybody else like to address the public hearing?
221. Donna Duncan: My name is Donna Duncan 5979 Beaver Creek Road. As Mrs. Young spoke, I've been in the Valley here for over forty years too and the last number of years there has been a huge impact with small home businesses. Now I'm a little bit worried that if this is not monitored that somewhere down the line we're going to lose the residential and agricultural (quote) area and we're going to end up being commercial. The whole long line just like Hasting Street in Vancouver. I don't want that in Beaver Creek. I want the country. You look at Cherry Creek, we don't have a lot of home based businesses right there, right on the road and I want this addressed. I do not want just urban scrawl of small home businesses not being monitored and planned properly because it is going to ruin the whole community. It'll be scruffy, if it's not looked at and monitored. Thank you.
222. Director McNabb: Does anybody else like to address the public hearing?
223. D. Bracht: I have another question but you wanted to let
224. Director McNabb: I'd just like to remind you
225. D. Bracht: I have another question but you said you were going to let all the first speakers speak first.
226. Director McNabb: Okay, well, is there opportunity for those that spoke to speak again at this point if we have no one else that would like to speak for the first time. Is there anybody else that would

like to speak for the first time? So I will accept the people that have spoken to if they wish to speak again. Mr. Bracht.

227. D. Bracht: You've got my name but I'll give it to you again, Dave Bracht on Lugrin. Just a couple of questions. Most of your comments seem to gear around residential zoning. You do have some commercial or industrial or whatever it's called don't you?
228. R. Young: Can you speak up sir, please, we can't hear what you're asking back here.
229. D. Bracht: I'm just asking him about, a lot of what was said today seems to be to do with residential zoning and I was just curious how that differs from existing commercial or
230. K. Gesner: There, there is one industrial lot and there are a few commercial lots there now and their designation doesn't change.
231. D. Bracht: No it doesn't change, I just wondered what the setbacks change.
232. K. Gesner: That would be in the zoning by-law and we haven't started looking at the zoning by-law.
233. D. Bracht: Okay.
234. K. Gesner: Because the home industry is new, that's why setbacks are mentioned there because they have to, OCP has to give some guidance to the zoning by-law. So commercial's already in the zoning by-law so there isn't anticipated to be any change there.
235. D. Bracht: Okay. And I don't know if the lot I'm looking at is commercial or industrial but it's one or the other.
236. K. Gesner: Well, after the meeting if you want to show me where it is I can tell you.
237. D. Bracht: So on, on one of commercial or industrial lots are you also limited depending on the lot size to how many families live there? Cause you mentioned secondary suites but you were mostly talking, I thought, about R2 or at least residential.
238. K. Gesner: Residential, yes.
239. M. Irg: So the, the question was around secondary suites applying on commercial or industrial and the secondary suites is applying to the rural, agricultural and residential areas so the idea wasn't, I don't think, that is going to apply to commercial or industrial.
240. K. Gesner: No, but there may be an opportunity when the zoning by-law is updated to look at the need for an owner suite or a caretaker suite is some of these.
241. D. Bracht: Yes, that was what I was thinking of.
242. K. Gesner: That would be in the zoning by-law.
243. D. Bracht: And that would be just an attached to the main house kind of thing?
244. K. Gesner: Well that's down the road.
245. D. Bracht: Not for discussion.
246. K. Gesner: We haven't given it any thought.
247. D. Bracht: Okay that's all I had in mind.
248. Director McNabb: Thank you. Is there anybody that has spoken prior that wishes to speak again? I'd just like to remind you again that I as a Director and the other Directors on the Board are not

permitted to take information other than that at this meeting until the, until we actually vote on this by-law so if you've got something to say now is the time to say it because my ears will be like this until, until we actually have the vote on, on, at the Board. So if, is there anybody else that would like to speak, you know, with regards to the Official Community Plan.

249. D. Bracht: I just have one more question that I forgot to ask in my second round.
250. Director McNabb: Certainly
251. D. Bracht: Yes, just one more question
252. Director McNabb: Yes, sure
253. D. Bracht: On your, on your 10 meter set back it seems to me you're largely looking at noise, is that right? Like disturbing the neighbours.
254. K. Gesner: It could be fumes, it could be glare, it could be dust.
255. D. Bracht: Well what I was thinking was if a person had a shop with a back towards the property and it was reasonably well insulated for sound, then the front door would be 10 meters back but not the back of the building. That might be something that might be acceptable, I don't know or it might, I'm asking you to consider whether that might be a reasonable accommodation.
256. K. Gesner: I think that would have to be something that would have to be looked at on an individual basis.
257. M. Irg: Yes, I mean what, what we've put together some general guidelines
258. D. Bracht: Okay
259. M. Irg: that we want to follow and sort of, you have to, you have to look at and encompass at all the situations that may happen within home industry.
260. Director McNabb: I'd just like to say that I'm, I'm extremely happy to have this as much input as we've been having, it's a, it's really what we're here for and if everybody just sits on their hands it really doesn't help much.
261. D. Bodnar: A question, just before we, I ask it, but I just find this quite overwhelming, there's so much in here, so much detail, just look at it tonight and then would we have another opportunity to be able to address you before this comes in, any of this comes into effect? This is it.
262. K. Gesner: There were two open houses, one in September 2011, one in March this year and it's also, the plan has actually been on the website for a number of months now, so.
263. D. Bodnar: So, obviously I was unaware of that.
264. K. Gesner: Public Hearing is, is the last opportunity for the public to have input.
265. D. Bodnar: Okay, so if there's something here that would concern us, that it can come in writing did I hear you say.
266. K. Gesner: Tonight, by the end of meeting. It has to be here by the end of the meeting, so if you want some paper to jot something down we can do that for you.
267. Director McNabb: The opportunity that you do have though is staff; you can speak to staff at any point. It's just that the Directors you can't.
268. D. Bodnar: Okay, okay, thank you.

269. Director McNabb: Yes
270. Johannes Pastoors: My name is Johannes Pastoors, I am from Beaver Creek Road. I have a _____ question. I newcomer here and was happy I drive through the town and I see the flyer board off of the shore of the road that you have a meeting this evening and I want see what happening this community if it possible that newcomers welcome a letter of something that they can read what happened in this community, for me is everything new and a lot of paperwork and you say you have meetings in September last year, we have meeting in March. I know nothing. Is it possible that newcomers can be get a letter of something.
271. K. Gesner: I think your best bet probably is to just check the Regional Districts website from time to time. They've got a, a very to use website and they've got at news and
272. J. Pastoors: I was thinking maybe you can send a letter, you are a newcomer look to that, that, that, and that do you say to your website to that. For me it's everything new. I don't know your website, I know nothing.
273. M. Irg: It's something we can certainly take a look at, its, it's a good idea.
274. J. Pastoors: Send the people a letter; we have this evening a meeting. For me it's everything new.
275. M. Irg: Yes, no, certainly understand that.
276. J. Pastoors: That's whats my question.
277. K. Gesner: Maybe like a welcome package or something.
278. Director McNabb: Thank you.
279. Michael Lyle: Michael Lyle Kitsuksis Road. I have a little concern about the, the two, the hectares, the two hectares in size. Is there any movement on that?
280. K. Gesner: For rural.
281. M. Lyle: For rural. For small based industry. That's five acres.
282. K. Gesner: Minimum lot size for an, an home
283. M. Lyle: Yes
284. K. Gesner: home industry.
285. M. Irg: Do you want me to talk about that?
286. K. Gesner: You talk about
287. M. Irg: The question actually has come up a lot through, through the process, as we've done this, and so the home industry we look at setting a minimum lot size but we're also are, when we and it's going to go back to when we rewrite the zoning by-law, is looking at revisiting home occupations and, and looking for some input there so the, you know, right now, we've left it at the, at the five acres for home industry but we need to rewrite the home occupations section of the zoning by-law as well and, and look at how we deal with those properties between small residential up to five acres and, and how we expand that, so there, there's certainly an opportunity for input and something that as staff we've talked about needing to look at and address as sort of,
288. M. Lyle: Because they were depending on it.

289. M. Irg: How to deal, how to deal with the home occupations on the varying lot sizes up to five acres.
290. M. Lyle: Yes, okay.
291. K. Young: I'd just like to voice the same concern as Mike just to have that on record, cause, I kind of missed that part, I'm to stuck in old acres versus hectares thing. I seen two, two hectares not two acres, I got concern like that as Mike does too. Five acres is a big chunk of property in the Beaver Creek area. And I get that too.
292. Director McNabb: So the, the definition of, of home based industry and home based business
293. K. Gesner: They're something different.
294. Director McNabb: They're defined in this?
295. K. Gesner: They are. And, and we recognize the fact that there's probably a continual in between home base business which is fully contained in a, in a building and a home based industry running the gamut from benign to slightly malignant to very noisy, yes, so Mikes' point is well taken.
296. Ron Young: Hi, I'm Ron Young, Beaver Creek Road. I, like Mike and Kerry who in favour of making that smaller on the property thing but I see here in the 6, 6.1 Industrial Objectives. Provide opportunities for home industry that can be implemented with minimal disturbance to neighbours. Now does this mean that if you have one person bitching that you're doing something that they don't like, that they're going to shut you down or what's going on here, cause that's, that's bs if that's the case, like, I don't like dogs barking so I should shut the guy down and kick his dog out of the neighbourhood so.
297. M. Irg: And, no, I think I understand, I think I understand your question and what we're trying to do is provide some, some certainty, and, you know, these, these are the rules around home industry and, and this is what you can do, so, it's not, it's not, if you neighbour doesn't like what you're doing you can complain, it's, it's the types of activities and uses, in conjunction with property size and adequate buffering and screening so that it doesn't impact your neighbours. So it's not
298. R. Young: Well I can think of two businesses on Beaver Creek that you're trying to boot out and go someplace else, kick them out and I don't think it's fair at all because it's a, cause one person's mad, it shouldn't be.
299. Director McNabb: I think the, the opportunity that we're, it's two, two things here. One is the zoning by-law, which isn't part of this, and this is the Official Community Plan, which is providing an opportunity to actually have home based industry and a home based business, so the zoning by-law will really, sort of be more of the, of direction.
300. R. Young: Oh, so that's going to have to be changed too because
301. Director McNabb: That, that's, that'll have to
302. R. Young: After, after a battle that I know out Beaver Creek
303. Director McNabb: Some of that'll be new actually because it, it, it really doesn't exist a lot of it in Beaver Creek at the moment.
304. R. Young: Well it needs to be
305. Director McNabb: That's not today's subject, today's subject to just making it available, tomorrow's subject will be
306. R. Young: Like 6.1 provides
307. Director McNabb: Will be customizing it to make it fit the neighbourhood sort of thing

308. R. Young: Provide opportunities.
309. Director McNabb: Yes.
310. K. Gesner: In that case, actually is a good example to use, if the two, fledgling industries were adhering to the guidelines and the zoning by-law then there would be no question of forcing them out.
311. Director McNabb: So anybody else that would like to address the public hearing?
312. D. Bracht: I got one more question.
313. Director McNabb: Okay.
314. D. Bracht: I don't understand your high tide, you wanted to head to twenty one hundred, or, yeah, twenty one hundred so how do you know what the high tide mark is going to be in eighty-eight years?
315. K. Gesner: Are you talking about the definition of,
316. D. Bracht: Yes
317. K. Gesner: flood construction level?
318. D. Bracht: Yeah, you've got 2100 there. We haven't even, that's 88 years from now. How do you know what it's going to be?
319. K. Gesner: That's not me. I.
320. D. Bracht: Well its written in your.
321. K. Gesner: That's the best scientific description we could come up with. I'm no expert. I defer to the experts.
322. D. Bracht: Yeah but where did it come from?
323. M. Irg: It's from the Provincial Flood Guidelines.
324. K. Gesner: Climate change adaptation guidelines for sea dikes and coastal flood hazard use. Guidelines for management of coastal flood hazard land use. It was done for the Ministry of Environment by Asuco Sandwell.
325. D. Bracht: Okay, so is it 20 metres is what you guys consider the inundation zone? 20 metres above mean sea level. Because not much of Beaver Creek is below that.
326. K. Gesner: I think you'd have to not read that in isolation. If you're applying for a development permit in a flood hazard area, then you'd need to sit down and just look at the best information available for that area.
327. Director McNabb: There is an inundation, tsunami inundation, you're talking tsunami right?
328. D. Bracht: Well yeah, the seawater.
329. Director McNabb: There is a tsunami inundation zone map and basically, pretty much the only part of Beaver Creek that's covered in it is Strick Road. That area just by Gill School there. But actually part of my property is in that inundation area but that's it. That's as high as it goes is, is, not to Gordon. Pretty much.
330. D. Bracht: So do you know if it's. Okay, that's fine. I can look it up.
331. Director McNabb: Okay. Sure. Okay, would anybody else like to address the public hearing?
332. D. Duncan: I want to thank whoever put up the sandwich boards by Gill School and on Beaver Creek. That was very good driving by. I don't know if it is on the local Shaw Cable thing for people that watch TV. It might be a good idea to put the announcement a couple times daily on that. But yes, if it wasn't for you guys having the sandwich boards out, I wouldn't have known about it because I'm pretty busy but it helped coming into town and knowing about the meeting.
333. Director McNabb: Yes ma'am.

334. J. Busby: I don't know about anyone else but I received a notice in my mailbox and I think so did everyone else. They were not addressed. So it was a bright colour and it was in everybody's mailbox. Well, if you don't look at your mail.
335. Director McNabb: Okay, asking for the third time have we got anybody else that would like to address the public hearing? Hearing none, I will declare that the public hearing is closed. Terminated. Thank you. Thank you very much for coming, I really, really appreciate it.
336. The meeting was terminated at 8:25 pm.

Minutes reviewed by: 
Charity Hallberg Dodds
Planning Assistant

Certified Correct: 
J. McNabb
Director for Area "E" Beaver Creek

Beaver Creek Official Community Plan

The Beaver Creek OCP is the third Alberni Valley OCP to have a public hearing, following the Cherry Creek and Beaufort OCPs. There has been concerted effort to introduce more consistency between the four Valley OCPs, the South Long Beach OCP and the Bamfield OCP, so that goals, objectives and policies are similar throughout the regional district – to the extent this is possible and practical. That being said, each area is unique in some way or ways, and that uniqueness is accommodated in the respective OCPs.

The format of the OCPs is also intended to be reasonably standard, making the OCPs easier to read, compare and implement. Each OCP is divided into three parts.

PART I contains the background and introduction, including an explanation of plan^{ts} preparation, the purpose of the plan, legislative authority and recent required^{ments} of the *Local Government Act*, jurisdictional matters, plan area and definitions.

To further help clarify jurisdictional matters, the OCP's policies are divided into "active" policies, where the ACRD clearly has authority, and "advocacy" policies, where the main authority rests in another level of government or the private sector. In the latter case, the ACRD is generally limited to encouraging or discouraging an activity.

PART II outlines the goals, objectives and policies of the plan. These five goals, taken from the "Alberni Valley Background Study" completed in 2010, apply to all four Alberni Valley OCPs:

Land-Use **Designations:** no change from existing OCP unless landowner requested.

Goals

- 1) provide for continued social and economic growth in the area;
- 2) protect areas adjacent to watercourses, water features and environmentally-sensitive areas;
- 3) advance, support, promote and encourage a successful, viable agricultural industry in the Alberni Valley;
- 4) offer residents a healthy lifestyle, a good quality of life and affordable housing options; and
- 5) preserve the rural character of the area while minimizing conflict between different land uses.

General Planning is a new section in the OCP, containing objectives and policies based on good planning principles that apply to all land-use designations. Included are policies to

- protect residents and the built environment
- permit an accessory dwelling unit permitted on lots of 0.4 ha. or more; and one ADU or manufactured home on lots of 0.8 ha. or more
- buffer lands adjacent to agricultural land
- permit home occupation in any land-use designation with s-f residential is the principal use
- permit home industry on min. 2-ha. lots with 10-m buffer and 15-m setbacks

- set a minimum lot size with on-site water and sewer of 1 ha.; with communal or community water or sewer, 0.24 ha. could be possible
- ensure public access to all water features

Agricultural Use – pursue plan to increase non-potable water availability
 – discourage the subdivision of land within the ALR
 – set a minimum lot size 2.0 ha., with ALC approval

Commercial Use – residential use permitted above commercial
 – new commercial uses encouraged to locate in Wadena/Beaver Creek Road area
 – work with the Economic Dev. Officer to promote economic dev., tourism and recreational opportunities

Industrial Use – while minimal in the Beaver Creek area, to recognize that there may be opportunities to pursue

Rural Use – establish a minimum lot size 2 ha. (to be consistent throughout the Valley)

Residential Use – facilitate accessory dwelling units in new construction
 – encourage the use of sensitive planning tools such as density bonusing, density averaging and comprehensive development

Comprehensive Dev. – new site-specific designation for larger areas, intended to

- provide an option to standard “cookie-cutter” subdivisions
- use creativity in land-use planning
- respect the geography of a site
- allow for more than a single homogenous use
- phase larger-scale development plans

CDAs are also designated as Development Information Approval Areas, which means that there is specific information on the property that must be provided to the ACRD before plans can be agreed upon.

Community Service – support existing community service (civic or institutional) uses

Parks and Recreation – emphasis on trails, road-side paths, public access to streams (as defined by provincial regulations, includes rivers, wetlands, lakes, etc.)
 – identify future potential park locations with a “P” on OCP map

Heritage and Culture – conservation of archaeological features

Infrastructure – acknowledge that water is of primary importance

- facilitate non-motorized alternatives to motor vehicles
- support multi-use paths and trails
- consider communal (private) or community (public) water and sewer systems

- support a logical, efficient and neighbourly transportation network plan

Natural Environment – emphasis on sustainable activities and specific actions that the ACRD will undertake

- protect environmentally sensitive areas, groundwater, surface water, fish habitat
- reduce greenhouse gas emissions (car-pooling and ride-sharing encouraged, construction of trails, retention of existing vegetation, legalization of existing secondary suites if they can be brought up to Building Code or equivalent)
- increase the mandate of the Trails Committee to work with local communities to develop a valley-wide trails network

PART III describes the use of the plan and how it will be implemented.

The authority to designate Development Permit Areas is described, along with general guidelines that apply to all DPAs.

DP Exemptions include interior/structural repairs, planting for slope stabilization, stream enhancement and habitat improvement, removal of invasive species or danger trees, emergency procedures, uses and works permitted by provincial acts and regulations, paths with specific limitations. All uses and work done outside a designated DPA is exempt for the need for a DP.

DPA I – Riparian Areas Protection – 30 m on both sides of the Stamp and Somass Rivers, 15 m on both sides of all streams, creeks, lakes and wetlands

DPA II – Protection from Natural Hazards – 30 m on foreshore, tsunami hazard areas, seasonal flooding, erosion, subsidence and steep slopes

Development Approval Information (DAIA bylaw will specify information required for Comprehensive Development Areas prior to development)

Amendment Procedures – anticipates that changes to the OCP will be initiated by property owners, local residents, the development industry or the ACRD.

Plan Review – acknowledges that the OCP should be reviewed approximately every five years to ensure that it allows for an adequate supply of residential land and that it meets the requirements of the *LGA*.

Late changes to Beaver Creek OCP:

1. Entire document: search for the word “watercourse” and replace with “stream”.
2. Section 1.4, second paragraph: Add the sentence: “Forestry activities on Crown land fall under the authority of the *Forest and Range Practices Act*.”
3. Section 1.4, last paragraph: Delete the words “associated with the Ministry of Transportation & Infrastructure”.
4. Section 1.5, first paragraph, last sentence: After the word “policies” add the words “and procedures”.
5. Section 1.6, second paragraph: Change the first instance of the word “no” to “limited”; change the word “with” to “within”; change the second instance of the word “no” to “few”.
6. Section 1.7, definition of “Qualified environmental professional”: Add the words “Professional Engineer” after “Professional Biologist,” and before “Geoscientist”.
7. Section 2.3: Add a new third paragraph: “There are no lands designated for Resource use in the Beaver Creek OCP area. Private and Crown lands being used for forestry purposes are designated Agricultural or Rural.”
8. Section 3.2, Policy 3.2.4: Delete the acronym “ALC’s” and replace with the word “provincial”.
9. Section 3.2, Policy 3.2.6: Delete the word “principle” and replace with “principal”.
10. Section 3.2, Policy 3.2.8 (a): Delete the word “principle” and replace with “principal”; and penultimate sentence: Delete the word “principle” and replace with “principal”.
11. Section 4.2, Policy 4.2.1: After the word “increase” add the word “non-potable”.
12. Section 4.2, Policy 4.2.6: Delete everything after the acronym “ALR” and replace with the phrase “into parcels too small to support economically-viable agriculture”.
13. Section 4.2, Policy 4.2.7: Delete the word “modified” and replace with “engineered”. [see comments from Jill Hatfield].
14. Section 5.2, Policy 5.2.1: Delete the word “principle” and replace with “principal”.
15. Section 6.0, introductory paragraph: In the sentence “There is some potential ...” delete the word “is” and replace with “may be”.
16. Section 6.2, Policy 6.2.1: Delete the word “principle” and replace with “principal”.
17. Section 8.2, Policy 8.2.1: Delete the word “principle” and replace with “principal”.
18. Section 8.2, Policy 8.2.2: After the word “lots” and before the word “not”, add the words “that are”.
19. Section 8.2, Policy 8.2.4: After the word “hectares” delete the words “or greater”.
20. Section 12.2, Policy 12.2.2: Re-arrange the final clause to read: “any known archaeological feature or site should be identified by checking the provincial archaeological database and clearly shown on an application for subdivision.”
21. Section 12.2, Policy 12.2.4: Re-number to 12.2.3.
22. Section 13.1, Objective 13.1.1: After the word “water” add “, recommended fire flows”.
23. Section 15.4, DPA I, *Category*, first paragraph, second sentence: Add the words “along streams, as defined by provincial regulations,” after the words “...designates riparian areas” and before “as DPA I areas”. After the word “regulations”, add a footnote:
http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/10_376_2004
24. Section 15.4, *Category*, first paragraph, third sentence: Delete the words “rivers and” after “30 metres”, delete the words “and watercourses as defined by provincial regulations and include watercourses, lakes, streams, ponds, and wetlands identified as fish-supportive habitat or connected to watercourses”.

25. Section 15.4, *Category*, third paragraph, first line: Delete the words “rivers or” after the words “OCP area,” and before “major streams”.
26. Section 15.4, *Guideline* ii: delete and renumber remaining guidelines.
27. Section 15.4, *Guideline* iii: Add an “s” to “stream” and delete the word “watercourse” and the redundant comma.
28. Section 15.4, *Guideline* iv: After the word “minor” delete the words “watercourses or”.
29. Section 15.4, *Guideline* vi: Delete the words “pump house” and the comma.
30. Section 15.5, DPA II, Amend the heading to read “Protection from Natural Hazards”.
31. Section 15.5, *Guideline* x (c): Delete the words “resulting will not” after the word “hazard” and replace with the words “that could”; delete the word “more” after “damage” and replace with “is less”.
32. Update Table of Contents.
33. Map No. 2: Remove “P” from ALR land.

Charity Hallberg

From: Andy Daniel
Sent: September-24-12 5:30 PM
To: Charity Hallberg; Mike Irg
Subject: RE: Beaver Creek OCP Official Referral

Hi Charity and Mike,

Please find my comments below in bold:

Policy 4.2.1 Pursue the development of a long-term plan to increase **non-potable** water availability for farming purposes.

Objective 13.1.1 Require all development to be serviced with adequate potable water, **recommended fire flows** and sewerage.

Policy 14.2.4 Facilitate the development of new **private** communal sewer systems.

Thanks,
Andy

From: Charity Hallberg
Sent: September 24, 2012 11:30 AM
To: Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral

Hi Andy -

Below is an email sent to you on June 29th (and again on August 23rd) for a referral regarding the Beaver Creek Official Community Plan. We are wanting to hold the public hearing in October and will require your comments prior to then. If you could let me know if you have any questions or need more information, that would be great. If you're interests are unaffected, a brief email outlining as such would be sufficient.

Thanks!

Charity Hallberg Dodds

Planning Assistant

Alberni-Clayoquot Regional District

From: Charity Hallberg Dodds [<mailto:Charity.Hallberg@acrd.bc.ca>]

Sent: June-29-12 10:56 AM

To: 'frontcounterbc@gov.bc.ca'; 'Ross.mckeever@couverdon.com'; 'Brenda.Barr@gov.bc.ca'; 'John.Baldwin@gov.bc.ca'; 'Kate.Musgrove@gov.bc.ca'; 'paul.s.knowles@gov.bc.ca'; 'glen.gibson@viha.ca'; 'execdirec@pmflc.ca'; 'scott_smith@portalberni.ca'; 'robert@hupacasath.ca'; 'firechief@bcvfd.ca'; 'scott_smith@portalberni.ca'; 'urszula.mezynska@gov.bc.ca'; 'gilbert.richir@gov.bc.ca'; 'Jill.Hatfield@gov.bc.ca'; 'stuart.johnson@gov.bc.ca'; 'Roger.Cheetham@gov.bc.ca'; 'dross@tseshaht.com'; 'MKennah@islandtimberlands.com'; 'jlinning@sd70.bc.ca'; Andy Daniel

Charity Hallberg

From: C Starratt [firechief@bcvfd.ca]
Sent: September-26-12 4:31 PM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Charity

Have finally reviewed OCP with BCVFD officers. We didn't find anything that would affect our interest.

Thank you
Charlie

Charlie Starratt
Fire Chief
Beaver Creek Volunteer Fire Department
6038A Beaver Creek Rd.,
Port Alberni, B.C. V9Y 8X4

Tel.: (250)723-2313
Fax : (250)723-0692
Email: firechief@bcvfd.ca

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Monday, September 24, 2012 11:23 AM
To: 'firechief@bcvfd.ca'
Cc: 'Kelly Gesner'; Mike Irg
Subject: FW: Beaver Creek OCP Official Referral

Hi Charlie!

Below is an email sent to you on June 29th (and again on August 23rd) for a referral regarding the Beaver Creek Official Community Plan. We are wanting to hold the public hearing on October 11th and will require your comments prior to then. If you could let me know if you have any questions or need more information, that would be great. If you're interests are unaffected, a brief email outlining as such would be sufficient.

Thanks!

Charity Hallberg Dodds
Planning Assistant
Alberni-Clayoquot Regional District

From: Charity Hallberg Dodds [<mailto:Charity.Hallberg@acrd.bc.ca>]
Sent: June-29-12 10:56 AM
To: 'frontcounterbc@gov.bc.ca'; 'Ross.mckeever@couverdon.com'; 'Brenda.Barr@gov.bc.ca'; 'John.Baldwin@gov.bc.ca'; 'Kate.Musgrove@gov.bc.ca'; 'paul.s.knowles@gov.bc.ca'; 'glen.gibson@viha.ca'; 'execdirec@pmflc.ca'; 'scott_smith@portalberni.ca'; 'robert@hupacasath.ca'; 'firechief@bcvfd.ca'; 'scott_smith@portalberni.ca'; 'urszula.mezynska@gov.bc.ca'; 'gilbert.richir@gov.bc.ca'; 'Jill.Hatfield@gov.bc.ca'; 'stuart.johnson@gov.bc.ca';



CITY OF PORT ALBERNI

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

October 15, 2012

Alberni Clayoquot Regional District
3008 5th Avenue
Port Alberni, BC V9Y 2E3

ATTN: Russell Dyson, CAO

Dear Russell:

At a regular meeting on October 9th, 2012, Council for the City of Port Alberni received the draft Beaver Creek Official Community Plan and endorsed the following resolution:

That Council for the City of Port Alberni supports the Beaver Creek Official Community Plan, Bylaw No. P1291

Yours truly,
CITY OF PORT ALBERNI

Davina Hartwell
City Clerk

c. Scott Smith, City Planner

J:\Clerks\Letters\ID G HIRDAC\2012\Beaver Creek OCP support.docx



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1291

ACRD FILE NO.: Beaver Creek Official Community Plan

APPLICANT NAME: Alberni-Clayoquot Regional District

ACRD CONTACT: Mike Irg, Manager of Planning and Development

Date of Referral: June 29, 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

Tseshahat First Nation The Tseshahat First Nation has now completed a comprehensive review of your referral for **Beaver Creek Official Community Plan**. The proposed development in your referral was reviewed to assess potential effects on aboriginal rights and title. The review took into consideration Tseshahat's traditional and current use, previous archaeological work, comments from Tseshahat community members, local knowledge, and specifics about the site location.

Based on the location, size and type of activities outlined in the proposed development, Tseshahat do not have any known concerns that need to be addressed. However, in the event that the nature and scope of the proposed development changes additional review and consultation will be required. Or, if previously unidentified cultural heritage resources/archaeological sites are found during development, our office should be contacted immediately.

Agency (please print): Tseshahat First Nation

Name (please print): Darrell Ross

Title: Research and Planning Associate

Signature: _____

Date: Oct 1/2012

Charity Hallberg

From: Bauto, Mary FLNR:EX [Mary.Bauto@gov.bc.ca]
Sent: Friday, August 24, 2012 4:06 PM
To: Charity Hallberg
Subject: FW: Beaver Creek OCP Official Referral
Attachments: BC Map 1.pdf; Beaver Creek OCP FIRST READING.pdf

Importance: High

Please find attached our district comments, please contact David Cruickshank, 250-731-3065 if you have questions. Thanks.

Mary Bauto

Resource Manager
Ministry of Forests, Lands and Natural Resource Operations
South Island Natural Resource District
Port Alberni
Phone 250-731-3016/Fax 250-731-3010

- The Beaver Creek area under this plan is quite a bit smaller than the area “we” normally consider Beaver Creek. Hence there are only a few small parcels of Crown land within the area. For example, a portion (DL 145) of the Kitsuksus Creek Crown land is within the plan area. WL011 (Thompsons) and the Provincial Forest near Stamp Falls and at the end of Sommers Road.
- Ministry of Forest, Lands and Natural Resource Operations jurisdiction on Crown lands is not mentioned under 1.4 Jurisdiction and the need to adhere to the Forest and Range Practices Act.
- Unclear what Land-Use designation “forestry” would fall under. There’s no mention of it under Commercial or Industrial
- There’s no legend on the map provided to indicate what designation our Crown lands have been given.
- There’s no mention under 14.0 Natural Environment and Conservation about sustainable forestry management on our lands nor advocacy policies for this. Although these small parcels of Crown land haven’t been actively managed for some time, they may soon be managed under a CFA in the near future.

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX; Knowles, Paul S FLNR:EX; execdirec@pmflc.ca; scott_smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; Mezynska, Urszula CSCD:EX; Richir, Gilbert C FLNR:EX; Johnson, Stuart TRAN:EX; dross@tseshaht.com; MKennah@islandtimberlands.com; XT:Linning, Jerry FIN:IN; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg Dodds
Alberni-Clayoquot Regional District

Charity Hallberg

From: Harvey, Mark FLNR:EX [Mark.Harvey@gov.bc.ca]
Sent: August-27-12 3:15 PM
To: Charity Hallberg
Cc: Engels, Simone FLNR:EX
Subject: RE: Beaver Creek OCP Official Referral

Hello Charity,

As per our discussion today, Ministry of Forests, Lands & Natural Resource Operations interests are unaffected by the Beaver Creek Official Community Plan as proposed.

Kind regards,

Mark Harvey

Land Officer

Natural Resource Operations

Suite 142-2080 Labieux Road

Nanaimo BC V9T 6J9

Phone: (250) 751-7257

Fax: (250) 751-7224

email: mark.harvey@gov.bc.ca

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX; Knowles, Paul S FLNR:EX; execdirec@pmflc.ca; scott_smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; Mezynska, Urszula CSCD:EX; Richir, Gilbert C FLNR:EX; Johnson, Stuart TRAN:EX; dross@tseshaht.com; MKennah@islandtimberlands.com; XT:Linning, Jerry FIN:IN; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg Dodds
Alberni-Clayoquot Regional District

Good afternoon,

As you may remember, the Alberni-Clayoquot Regional District is in the process of updating the official community plans for the communities of Cherry Creek, Beaufort, Beaver Creek, Sproat Lake and Bamfield.



July 4, 2012

Carla Connolly, MCIP
Planner
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Carla Connolly:

Re Beaver Creek Official Community Plan, Second Referral

Thank you for the referral of the Beaver Creek OCP's after first reading with the community consultations included. Please find my comments to the revised document.

3.2.11 States "The minimum lot size is 1 ha for subdivision purposes in all land use designations .." while 4.2.2 Maintain a minimum lot size of 2 ha subject to approval from the ALC". I think these two statements are at odds with one another. It may be better to amend 3.2.11 to read "in all land use designations except the ALR". In 4.2.2 in my experience it is very unlikely that a subdivision in the ALR of 2 hectares could demonstrate that it is in the best interests of agriculture and therefore be approved. So this statement could simply state that subdivision in the ALR is subject to the approval by the ALC.

Advocacy policy 4.2.6: This statement is a bit awkward; it could be reworded to read "Discourage subdivision in the ALR into parcels too small to support economically viable agriculture".

Advocacy policy 4.2.7: In Canada GMO is defined to include all plants and animals that have been altered using any technique including conventional ones. This would include almost all of our domesticated animal species, horticultural and agricultural crops. You may want to consider amending the statement and possibly including the definitions below.

GM stands for "**genetically modified**". An organism, such as a plant, animal or bacterium, is considered genetically modified if its genetic material has been altered through any method, including conventional breeding. A "GMO" is a genetically modified organism.

GE stands for "**genetically engineered**". An organism is considered genetically engineered if it was modified using techniques that permit the direct transfer or removal of genes in that organism. Such techniques are also called recombinant DNA or rDNA techniques.

<http://www.inspection.gc.ca/english/sci/biotech/reg/terexpe.shtml>

11.0 Parks and Recreation Use: In accordance with Section 941 of the LGA, the Regional District has identified with a "P" on Map No. 2 the approximate location of desired parkland in the Plan area. One of

the proposed parks is located in the ALR. While parks are permitted in the ALR restrictions on less passive recreational activities are subject to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation below:

Part 2, Permitted uses for land in an agricultural land reserve

3 (1) The following land uses are permitted in an agricultural land reserve unless otherwise prohibited by a local government bylaw or, for lands located in an agricultural land reserve that are treaty settlement lands, by a law of the applicable first nation government:

f) biodiversity conservation, passive recreation, heritage, wildlife and scenery viewing purposes, as long as the area occupied by any associated buildings and structures does not exceed 100 m² for each parcel;

(g) use of an open land park established by a local government or treaty first nation government for any of the purposes specified in paragraph (f);

14.3 Greenhouse Gas Emissions Target Actions: Action # 2 will be in contravention with ALC policy #9:

Agricultural Land Commission Act, 2002, Section 18

18 Unless permitted by this Act, the regulations or the terms imposed in an order of the commission,

(a) a local government, or an authority, a board or another agency established by it or a person or an agency that enters into an agreement under the Local Services Act may not

(ii) approve more than one residence on a parcel of land unless the additional residences are necessary for farm use

I would also encourage you to engage the ALC early on in the process of developing trails, actions #1 and #3. As most of the Beaver Creek area is in the ALR there are some considerations when purposing trails in farming areas. Please refer to: <http://www.al.gov.bc.ca/resmgmt/sf/trails/index.htm>

Thank you for the opportunity to provide further comment on the amended draft Beaver Creek OCP. If you have any questions regarding my comments please contact me directly

Sincerely,



Jill Hatfield P.Ag.
Regional Agrologist,
BC Ministry of Agriculture
2500 Cliffe Ave.
Courtenay, BC V9N 5M6

cc: Roger Cheetham
Agricultural Land Commission

Charity Hallberg

From: adyer@acrd.bc.ca
Sent: July-16-12 9:11 PM
To: Charity Hallberg
Subject: Fwd: Beaver Creek OCP - Cliff 97674

Follow Up Flag: Follow up
Flag Status: Flagged

----- Forwarded message from "Nap, Nancy R ENV:EX" -----

Date: Mon, 16 Jul 2012 14:39:50 -0700
From: "Nap, Nancy R ENV:EX"
Reply-To: "Nap, Nancy R ENV:EX"
Subject: Beaver Creek OCP - Cliff 97674
To: "carla.connolly@acrd.bc.ca"

Ecosystem Biologist, Margaret Henigman, has reviewed your application, and has made the following comments:

It appears that nearly all our requests have been incorporated into this draft of the OCP. Thank you. I have just one or two things that have cropped up since we last responded to the draft:

15.3 Exemptions – viii: Recent problems associated with removal of beaver dams by local governments suggests that you might want to include “...and in compliance with Federal and Provincial legislation” at the end of this clause. We are finding that Public Works and Parks departments are often not considering water quality and fish habitat when removing these dams.

15.4 RAP: p.30 - I wonder if you should provide a definition of “streams” in this section. Channelized watercourses – which, by definition, have been constructed in streams often include fish and fish habitat. However landowners are often reluctant to consider them as streams; saying “it’s just a ditch”. Note that “under the (RAR) Detailed Assessment ditches are considered differently than natural or channelized streams because it is recognized that not all ditches are created equal. Some convey only local surface drainage while others are natural streams that have been channelized (possibly for only a short section)....Ditches are manmade, straight, with no significant headwaters or springs. They were constructed to drain property (they often form property boundaries) or roadways and while connected to natural streams, they are not part of the natural historic drainage pattern”(RAR Methods, p.14 & 45). Having said that the RAR may even apply to ditches if they are connected to fish bearing waters. Without clarity I suspect you’ll run into interpretation problems in the field. So, I’m not sure how far ACRD wants to go with the inclusion of channelized watercourses or ditches, but I thought I should point out the distinctions between them and the problem with not including a definition.

RAP Guidelines: vii p. 33 – Just wondering if the 15 and 30m DPA will apply to non farming uses on agricultural land (including ALR). F.y.i. The RAR doesn't distinguish ALR from land zoned for Agric use. It only applies to residential, commercial or industrial uses regardless of the zoning.

That's all I have for you Carla. Again, thank you so much for attempting to adopt a RAR consistent bylaw.

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



•

----- End forwarded message -----

Charity Hallberg

From: Richir, Gilbert C FLNR:EX [Gilbert.Richir@gov.bc.ca]
Sent: September-04-12 11:23 AM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Charity,

Thank you for the opportunity to review the Beaver Creek OCP.

Section 1.4 – It is good see that the plan specifies what the limits of the Regional District’s authorities are. This helps the public understand that there is a distinction between the agencies that govern privately owned land from those governing Crown land.

I note that that land uses address primarily residential and business uses as well as agriculture. The plan does not specifically address forestry, perhaps there is little to no private managed forest land in the planning area?

Overall, I have no concerns or issues with the Beaver Creek OCP.

N.B. – Paul Knowles is no longer with the South Island Natural Resource District, could you remove his address from your distribution list?

Gilbert Richir, R.P.F.
Stewardship Forester
South Island Natural Resource District
BC Ministry of Natural Resource Operations
Ph: 250 731 3038
Fax: 250 731 3010

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX; Knowles, Paul S FLNR:EX; execdirec@pmflc.ca; scott_smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; Mezynska, Urszula CSCD:EX; Richir, Gilbert C FLNR:EX; Johnson, Stuart TRAN:EX; dross@tseshaht.com; MKennah@islandtimberlands.com; XT:Linning, Jerry FIN:IN; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg Dodds
Alberni-Clayoquot Regional District

Charity Hallberg

From: Carla Connolly
Sent: September-25-12 11:16 AM
To: Charity Hallberg
Subject: FW: Beaver Creek Official Community Plan Referral

From: Stuart Macpherson [execdirec@pmflc.ca]
Sent: Thursday, February 23, 2012 9:23 AM
To: Carla Connolly
Subject: RE: Beaver Creek Official Community Plan Referral

Carla

Thank you for the referral.

As far as we can tell from our database there is currently no private managed forest land within the planning area .

That being the case our agency does not have an interest to comment on

Stuart Macpherson

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

From: Carla Connolly [<mailto:carla.connolly@acrd.bc.ca>]
Sent: Wednesday, February 08, 2012 4:30 PM
To: frontcounterbc@gov.bc.ca; 'Hatfield, Jill AGRI:EX'; Brenda.Barr@gov.bc.ca; christoph.moch@gov.bc.ca; 'Johnson, Stuart TRAN:EX'; Kate.Musgrove@gov.bc.ca; glen.gibson@viha.ca; execdirec@pmflc.ca; 'Cheetham, Roger ALC:EX'; Ross.mckeever@couverdon.com; forests.southislanddistrictoffice@gov.bc.ca; 'Jerry Linning'; info@beavercreekwater.ca; firechief@bcvfd.ca; ccww@shaw.ca; robert@hupacasath.ca; steve@hupacasath.ca; 'Darrell Ross'; scott_smith@portalberni.ca
Cc: Mike Irg
Subject: Beaver Creek Official Community Plan Referral

Good afternoon,

The Alberni-Clayoquot Regional District is in the process of updating the official community plans for the communities of Cherry Creek, Beaufort, Beaver Creek, Sproat Lake and Bamfield. Many of you have already reviewed and commented on the Cherry Creek OCP – thank you – which will be going for 1st reading at this month's Board meeting.

We would now like your comments on the draft Beaver Creek OCP, see attached. I've attached one of the maps, but they are quite large in file size so I could not attach them all at one time. All 4 maps can be found on our website at <http://acrd.bc.ca/cms.asp?wpID=272> .



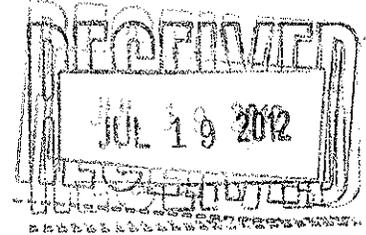
Agricultural Land Commission

133 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

12th July 2012

Reply to the attention of Roger Cheetham
ALC File: 46464

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



Dear Madam:

Re: Official Community Plan for Beaver Creek

The e-mail correspondence from Charity Hallberg Dodds dated 29th June 2012 refers.

We are pleased to note the changes made to the plan in response to our letter dated 7th March 2012. Our further comments on the revised plan are as follows:

Policy 3.2.4. We are pleased to note the changes. The reference to the ALC should be changed to the Ministry of Agriculture. We also suggest that you add a reference to fencing as this is an important element of edge planning.

Policies 3.2.11 and 4.2.2. We pointed out in our previous letter with respect to 4.2.2 that the Commission rarely supports subdivision in the ALR down to 2 ha and suggested that subdivision within the ALR be discouraged unless supported by the Commission for land within the ALR. We are pleased that in response a qualification has been added to 4.2.2 that mentions the need for Commission approval and in addition a new policy has been added under 4.2.6 that discourages subdivision of land within the ALR. With regard to this new policy we suggest that it be rephrased to clarify its intent. In addition we suggest that a similar qualification relating to subdivision in the ALR to that added to 4.2.2 be added to 3.2.11 together with a new policy similar to 4.2.6.

Yours Truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

Brian Underhill, Executive Director

cc Jill Hatfield, Regional Agrologist, Courtenay

RC/1/46464m2

Charity Hallberg

From: Francis, Russ MEM:EX [Russ.Francis@gov.bc.ca]
Sent: September-27-12 10:33 AM
To: Charity Hallberg
Cc: Trachsel, Daymon MEM:EX
Subject: RE: Beaver Creek OCP Official Referral

Hi Charity:

Thanks for the message.

Regrettably, I can't offer you a timeline for completing our response, as we do not have the staff capacity.

I will let you know if anything changes.

Thanks.

Russ

Russ Francis

Policy and Performance Management Analyst
Corporate Initiatives Branch

Ministry of Energy, Mines and Natural Gas

Ph: 250-952-0529

Fax: 250-952-0637

From: Charity Hallberg [mailto:charity.hallberg@acrd.bc.ca]
Sent: Monday, September 24, 2012 11:19 AM
To: Francis, Russ MEM:EX
Cc: XT:Irg, Mike Alberni-Clayoquot Regional District EAO:IN; 'Kelly Gesner'
Subject: RE: Beaver Creek OCP Official Referral

Hi Russ – just following up to your email below. We are hoping to hold the public hearing for this OCP on October 11th. We will require your Ministry's comments prior to that date. Please advise if you don't think you will have them as we may need to consider rescheduling. Thanks.

Charity Hallberg Dodds

Planning Assistant

Alberni-Clayoquot Regional District

From: Francis, Russ MEM:EX [mailto:Russ.Francis@gov.bc.ca]
Sent: August-23-12 1:20 PM

To: Charity Hallberg
Subject: Re: Beaver Creek OCP Official Referral
Importance: High

Hi Charity:

I am currently the co-ordinator for this type of request.

I did send out a request for responses to our divisions, and have heard from some of them—but not all.

Regrettably, with staff vacations and numerous other pressures, I cannot give you a time for when we might have a complete response.

Cheers
Russ

Russ Francis

Policy and Performance Management Analyst
Corporate Initiatives Branch

Ministry of Energy and Mines

Ph: 250-952-0529

Fax: 250-952-0637

From: Musgrove, Kate MEM:EX
Sent: Thursday, August 23, 2012 12:47 PM
To: Francis, Russ MEM:EX
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX; Knowles, Paul S FLNR:EX; execdirec@pmflc.ca; scott_smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; Mezynska, Urszula CSCD:EX; Richir, Gilbert C FLNR:EX; Johnson, Stuart TRAN:EX; dross@tseshaht.com; MKennah@islandtimberlands.com; XT:Linning, Jerry FIN:IN; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but

sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg Dodds
Alberni-Clayoquot Regional District

Good afternoon,

As you may remember, the Alberni-Clayoquot Regional District is in the process of updating the official community plans for the communities of Cherry Creek, Beaufort, Beaver Creek, Sproat Lake and Bamfield.

Thank you for your preliminary comments that most of you submitted in early 2012 regarding the draft Beaver Creek OCP. After completing extensive public consultation, we, in conjunction with our consultant, have rewritten the Beaver Creek OCP, which has just received first reading at the June 27th Board Meeting.

The next step on the way to getting this document adopted is to send out the official referral request. While some of you have provided comments during the preliminary referral process, changes have resulted. Your input is important to us! Please have a look at the final Beaver Creek OCP and let us know if you have any additional comments, questions or suggestions.

I have attached a .pdf of the OCP along with the plan map showing the area of interest. The additional maps, which were too large to attach to this email, can be found on our website here <http://acrd.bc.ca/cms.asp?wpID=272> .

We hope to have this document receive 2nd and 3rd readings at the August 2012 Board meeting. To make this possible we would appreciate your comments in the next 30 days. Even if your interests are unaffected (or you think that this a great document!) we'd really appreciate a quick note to that effect.

Sincerely,

Carla Connolly, MCIP, RPP
Planner

Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC
Canada V9Y 2E3
www.acrd.bc.ca

250.720.2712 (direct)
250.723.1327 (fax)
carla.connolly@acrd.bc.ca

Charity Hallberg

From: Orr, Randy [ROrr@islandtimberlands.com]
Sent: Thursday, August 23, 2012 12:30 PM
To: Kennah, Morgan; Henderson, Stephen; Sakai, Denise; Charity Hallberg
Subject: Re: Beaver Creek OCP Official Referral

Charity.

Thank you for the referral.

We have no holdings in the Beaver Creek OCP area so we will be keeping our powder dry for other OCP area referrals.

We appreciate you thinking of us however.

Cheers,

Randy
Randy Orr, RI, RFT
Land Administrator, Real Estate
Island Timberlands LP

From: Kennah, Morgan
To: Orr, Randy; Henderson, Stephen; Sakai, Denise
Sent: Thu Aug 23 12:17:42 2012
Subject: FW: Beaver Creek OCP Official Referral
fyi

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: August-23-12 12:13 PM
To: frontcounterbc@gov.bc.ca; ross.mckeever@couverdon.com; john.baldwin@gov.bc.ca; kate.musgrove@gov.bc.ca; paul.s.knowles@gov.bc.ca; execdirec@pmflc.ca; scott.smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; urszula.mezynska@gov.bc.ca; gilbert.richir@gov.bc.ca; stuart.johnson@gov.bc.ca; dross@tseshaht.com; Kennah, Morgan; jlinning@sd70.bc.ca; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg Dodds
Alberni-Clayoquot Regional District

Good afternoon,

Charity Hallberg

From: Jerry Linning [jlinning@sd70.bc.ca]
Sent: September-24-12 11:57 AM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Hi Charity,

I have briefly reviewed the OCP and in particular 13.2 Infrastructure Policies.

The plan looks good and I don't have any comments.

Jerry Linning
Secretary Treasurer
School District 70 Alberni
250-720-2756

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: September-24-12 11:28 AM
To: Jerry Linning
Cc: Mike Irg; 'Kelly Gesner'
Subject: Beaver Creek OCP Official Referral

Hi Jerry -

Below is an email sent to you on June 29th (and again on August 23rd) for a referral regarding the Beaver Creek Official Community Plan. We are wanting to hold the public hearing on October 11th and will require your comments prior to then. If you could let me know if you have any questions or need more information, that would be great. If you're interests are unaffected, a brief email outlining as such would be sufficient.

Thanks!

Charity Hallberg Dodds
Planning Assistant
Alberni-Clayoquot Regional District

From: Charity Hallberg Dodds [<mailto:Charity.Hallberg@acrd.bc.ca>]
Sent: June-29-12 10:56 AM
To: 'frontcounterbc@gov.bc.ca'; 'Ross.mckeever@couverdon.com'; 'Brenda.Barr@gov.bc.ca'; 'John.Baldwin@gov.bc.ca'; 'Kate.Musgrove@gov.bc.ca'; 'paul.s.knowles@gov.bc.ca'; 'glen.gibson@viha.ca'; 'execdirec@pmflc.ca'; 'scott_smith@portalberni.ca'; 'robert@hupacasath.ca'; 'firechief@bcvfd.ca'; 'scott_smith@portalberni.ca'; 'urszula.mezynska@gov.bc.ca'; 'gilbert.richir@gov.bc.ca'; 'Jill.Hatfield@gov.bc.ca'; 'stuart.johnson@gov.bc.ca'; 'Roger.Cheetham@gov.bc.ca'; 'dross@tseshaht.com'; 'MKennah@islandtimberlands.com'; 'jlinning@sd70.bc.ca'; Andy Daniel
Cc: Mike Irg; Alex Dyer; 'landworksconsultants@shaw.ca'
Subject: Beaver Creek OCP Official Referral

Good afternoon,

Charity Hallberg

From: Johnson, Stuart TRAN:EX [Stuart.Johnson@gov.bc.ca]
Sent: Thursday, August 23, 2012 1:30 PM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Charity

I don't have any significant issues to address here. My response is below:

Page 4:

The Provincial Approving Officer is not "associated" with the Ministry of Transportation. He/She holds an office at MOTI, but the ministry is a referral agency for the PAO in the same sense as any regional district is also a referral agency. See below for an explanation:

The Approving Officer is appointed by the local government as the official who has a responsibility to independently administer provincial statutes and local bylaws regarding subdivision, and uses his or her own discretion in making decisions regarding subdivision approval and other matters within their jurisdiction. The Approving Officer is thus a statutory official with separate and independent jurisdiction from the local government.

Thanks

Stu Johnson

District Development Technician
Ministry of Transportation and Infrastructure
3rd Floor - 2100 Labieux Road
Nanaimo, B.C. V9T 6E9
Phone 250-751-3270
Fax 250-751-3289

From: Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX; Knowles, Paul S FLNR:EX; execdirec@pmflc.ca; scott_smith@portalberni.ca; robert@hupacasath.ca; firechief@bcvfd.ca; Mezynska, Urszula CSCD:EX; Richir, Gilbert C FLNR:EX; Johnson, Stuart TRAN:EX; dross@tseshaht.com; MKennah@islandtimberlands.com; XT:Linning, Jerry FIN:IN; Andy Daniel
Subject: FW: Beaver Creek OCP Official Referral
Importance: High

Hi Everyone:

Below is an email that was sent to all of you on June 29, 2012 regarding a referral response request for our new Beaver Creek Official Community Plan (attached). To date, I have not received a response from you! If you have responded, but sent your reply to another person in our office, please let me know. We have been very careful to share our replies but as people have been in and out on holidays, it is possible that something was missed!

Thanks again and we look forward to your response!

Charity Hallberg

From: Mezynska, Urszula CSCD:EX [Urszula.Mezynska@gov.bc.ca]
Sent: Thursday, August 23, 2012 1:11 PM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Charity, thank you for the reminder! Were you able to get bylaw 1278 considered at Wednesday's meeting?

Please consider this email as MCSCD's response to the Bylaw P1291 referral. MCSCD does not generally offer comments at the referral stage. However, the following are some of the current processing considerations.

- Please ensure that you have referred this bylaw to the appropriate ministries and agencies and that you provide a record of the results of your referral efforts with your bylaw submission (i.e. no comment received, resolution of concerns/objections).
- The Ministry expects you to follow the actions for First Nations consultation as outlined in the *Interim Guide to First Nations Engagement on Local Government Statutory Approvals* (Guide). The information you provide with your bylaw approval request will be reviewed for First Nations consultation. Please complete and initial Appendix F of the Guide and include as part of your bylaw submission. Here is the link to the Guide. http://www.cscd.gov.bc.ca/lgd/library/First_Nations_Engagement_Guide.pdf
 - To help identify First Nations who have/may have rights or title on the land base, the provincial Consultative Areas Database (CAD) now has a public map service component for use by local government. The CAD Public Map Service is an interactive mapping tool. Please be sure to check the CAD and to keep a record of your findings. Here is the link to the CAD. <http://webmaps.gov.bc.ca/imfx/imf.jsp?session=673103456444&sessionName=Consultative%20Areas%20Database%20Public>
- You may also wish to consider the commitment your regional district has made by signing the Climate Action Charter, specifically in the area of developing compact, complete communities. If this is an Official Community Plan update or amendment, please ensure that the bylaw meets the requirements of *Local Government Act* Section 877(3) - targets, policies and actions for the reduction of greenhouse gas emissions.

If you are aware of conflicts or concerns that may arise with other provincial agencies or First Nations because of this bylaw application, please feel free to contact me to discuss in further detail.

Regards,
Urszula

Urszula Mezynska
Senior Policy Analyst
Intergovernmental Relations and Planning Division
Ministry of Community, Sport and Cultural Development
Phone: 250 952-6582

From: Charity Hallberg [mailto:charity.hallberg@acrd.bc.ca]
Sent: Thursday, August 23, 2012 12:13 PM
To: FrontCounter BC FLNR:EX; ross.mckeever@couverdon.com; Baldwin, John FLNR:EX; Musgrove, Kate MEM:EX;

Charity Hallberg

From: Gibson, Glen [Glen.Gibson@viha.ca]
Sent: Wednesday, July 25, 2012 3:27 PM
To: Charity Hallberg
Subject: RE: Beaver Creek OCP Official Referral

Follow Up Flag: Follow up
Flag Status: Flagged

Looks good to VIHA,
THANK YOU,

Glenn J. Gibson

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1291

**A BYLAW TO ADOPT THE BEAVER CREEK
(ELECTORAL AREA E) OFFICIAL COMMUNITY PLAN**

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

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

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

1. This Bylaw is applicable to Electoral Area E (Beaver Creek) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 3, and 4 attached as Schedule "A" to this Bylaw constitutes the Official Community Plan of the area referred to in Section 1.
3. If any schedule, section, subsection, sentence, clause, or phrase of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.
4. This Bylaw may be cited as the "Regional District of Alberni-Clayoquot Beaver Creek (Electoral Area E) Official Community Plan Bylaw P1291, 2012.

Beaver Creek Official Community Plan Bylaw No. P1027 is hereby repealed.

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

Public Hearing held on the 29th day of October, 2012

Read a second time this XXX day of XXX, 2012

Read a third time this XXX day of XXX, 2012

I hereby certify this to be a true and correct copy of Bylaw P1291 as read a third time by the Board of the Regional District of Alberni-Clayoquot on this XXX day of XXX, 2012.

Chief Administrative Officer

Approved by the Minister of Community, Sport and Cultural Development this XXX day of XXX, 2012

Adopted this XXX day of XXX, 2012

Chairperson

Chief Administrative Officer



Development Variance Application

DATE: October 17, 2012

RD FILE NO.: DVF12006

APPLICANTS: Leo & Pam Van Vliet **AGENT:** Rob Howat

LEGAL

DESCRIPTION: LOT 21, DL 25, ALBERNI DISTRICT, PLAN 1021

LOCATION: 6088 Renton Road

ELECTORAL AREA: "F" Cherry Creek

APPLICANT'S INTENTION: To subdivide the existing 1.915 hectare (4.73 acre) lot in half creating two (2) parcels approximately 0.958 hectares (2.37 acres) and 0.957 hectares (2.36 acres) in size.

Recommendation: That the Regional Board:

- 1) Receive the staff report; and
- 2) Pass a resolution to **consider granting development variance DVF12006, which is a 2 foot variance** of Section 200 – Schedule No. II – Bulk and Site Regulations to vary the required lot width for A1 zoned properties from 165 feet to 163 feet for the proposed two (2) lots.

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 issues or denies the development variance permit.

DVF12006

Observations:

1. Property Description: Subject lot is 1.915 hectares (4.73 acres) in size. A single family dwelling and garage are currently located on the property. Property slopes gently from the rear toward the road and is partially treed.

2. Services:

- a) **Sewage Disposal:** On-site sewage disposal
- b) **Water Supply:** Cherry Creek Waterworks District
- c) **Fire Protection:** Cherry Creek Volunteer Fire Department
- d) **Access:** Renton Road

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Not in ALR.
- B. **Official Community Plan:** Cherry Creek OCP designates the parcel as Residential Use (minimum lot size 0.24 hectares – 0.6 acres).

Proposal meets lot size requirement for the Residential designation of the OCP.

This property is partially serviced by the Cherry Creek Waterworks District (water). A subdivision at this location is favourable as it is infill development and will increase the efficiency of services provided.

- C. **Zoning:** The parcel is zoned Small Holdings (A1) District.

A1 District requires:	
Minimum Lot Area:	1 acre
Minimum Lot Width:	165 feet
Minimum Setbacks:	
Front:	25 feet
Rear:	30 feet
Side:	5 feet

The applicant will require approval of this variance prior to subdivision, as the proposed lots do not meet the minimum lot width requirement of the ACRD Zoning Bylaw. Proposed lots are 163 feet wide, which is 2 feet less than the 165 foot lot width requirement.

- D. **Parkland Dedication:** Not required.
- E. **Highways Approval within 800 metres of an intersection on controlled access Highway:** N/A

Comments:

Subdivision at this location and at this proposed density is favourable since it is infill development utilizing existing infrastructure. Adjacent properties to the north and south of the subject property are currently zoned A1 and there are one acre lots to the east of this location. Increased density at this location will also maximize the efficiency of the water supplied by the Cherry Creek Waterworks District.

Staff feels this development variance is reasonable.



Prepared by: _____
Mike Irg, Manager of Planning and Development



Reviewed by: _____
Russell Dyson, CAO

WEST ISLAND CONSULTING INC

3880 Rock City Road
Nanaimo, B.C. V9T 4Y8

Rob Howat
Land Use Consultant

Phone/Fax: 250-756-1902 Cell: 250-741-7595
E-mail: robhowat@shaw.ca

DVF12006

3 October 2012

Alberni Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, B.C. V9Y 2E3

Attn: Mike Irg, Manager of Planning and Development

Re: Variance Permit - Lot 21, District Lot 95, Alberni District Plan 1021

Please find enclosed our application for a Development Variance Permit to vary the lot width for the proposed subdivision of Lot 21, District Lot 95, Alberni District Plan 1021

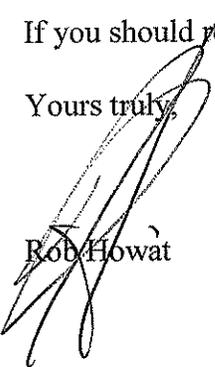
We have applied to the Ministry of Transportation and Infrastructure for the subdivision and have received preliminary layout approval dated 28 September 2012. One of the conditions of approval is to comply with the requirements of the Regional District. The Regional District responded to the M.O.T.I.'s subdivision referral letter on 12 September 2012 and recommended approval subject to three items, one of them being granted a variance for the lot width. The lot width required is 165 ft. Both proposed lots are 163 ft. We therefore request a reduction of 2 ft. to facilitate the subdivision.

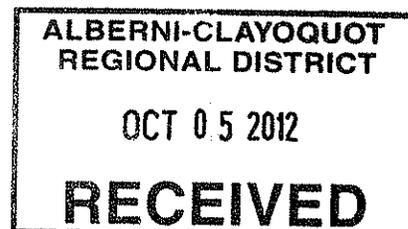
In support of this application we enclose;

- variance application
- copy of the subdivision plan
- application fee in the amount of \$300.00

If you should require anything further, please do not hesitate to contact me.

Yours truly,


Rob Howat

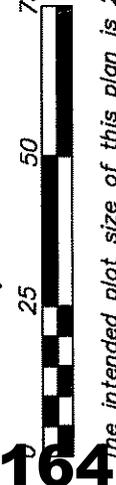


PLAN OF PROPOSED SUBDIVISION OF LOT 21, DL 95, ALBERNI DISTRICT, PLAN 1021

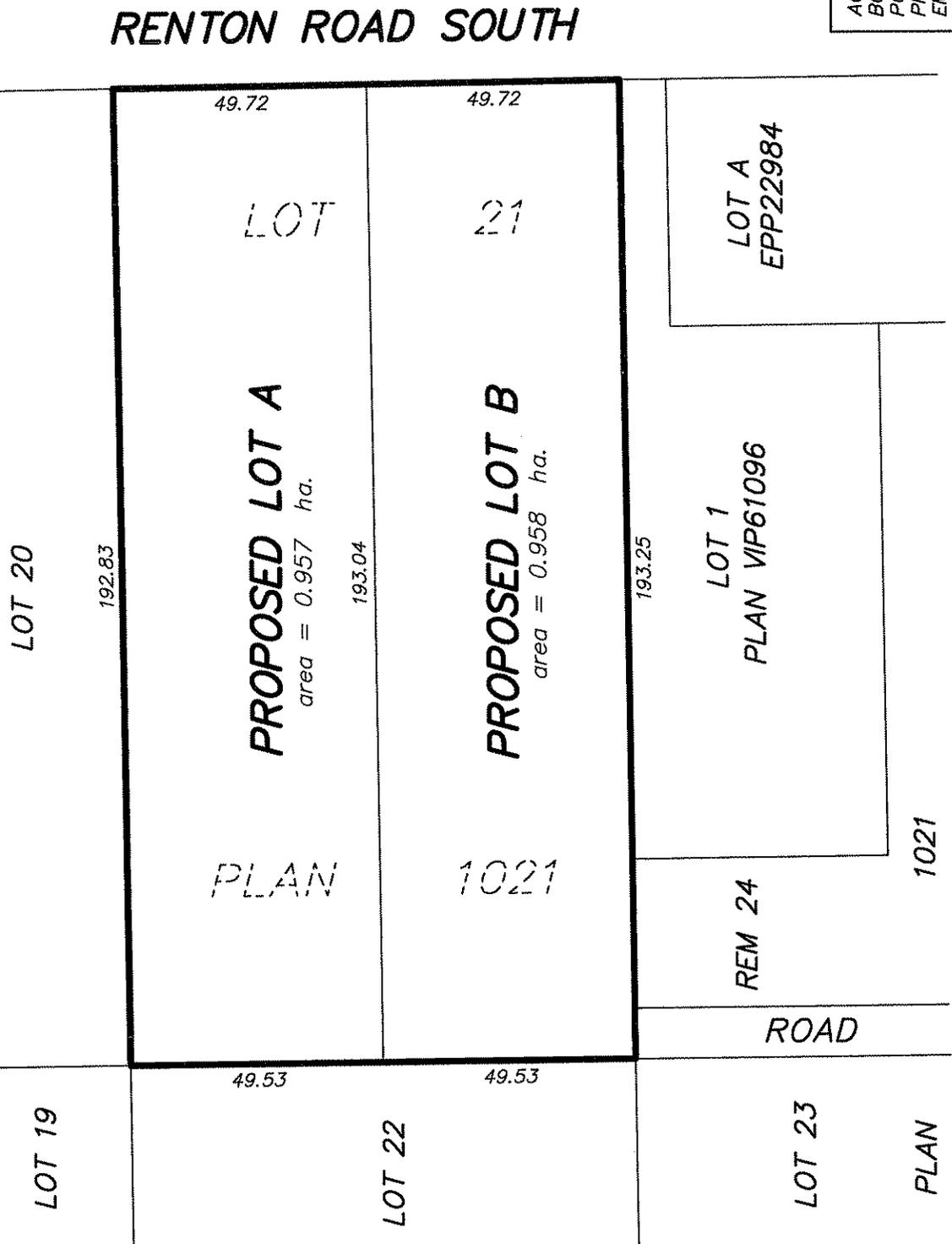
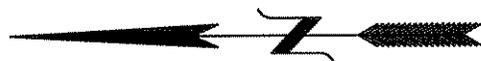
owner—subdivisor — Leo Van Vliet
Agent — Rob Howat

B.C.G.S. 92F.027

75 metres



The intended plot size of this plan is 280mm in width by 216mm in height (A size) when plotted at a scale of 1 : 1,250.



ACRES & POLLOCK
BC LAND SURVEYORS
PORT ALBERNI, BC
PHONE — 250 723 5412
EMAIL — apbcls@shaw.ca
FILE — 15987
DATE — AUGUST 7th, 2012

This plan lies within the jurisdiction of the Approving Officer for the Ministry of Transportation and Infrastructure. This plan lies within the Alberni-Clayoquot Regional District.

SUBJECT PROPERTY

RA2

L.57

L.95

A1

R2

P1

RA3

R2

RA3

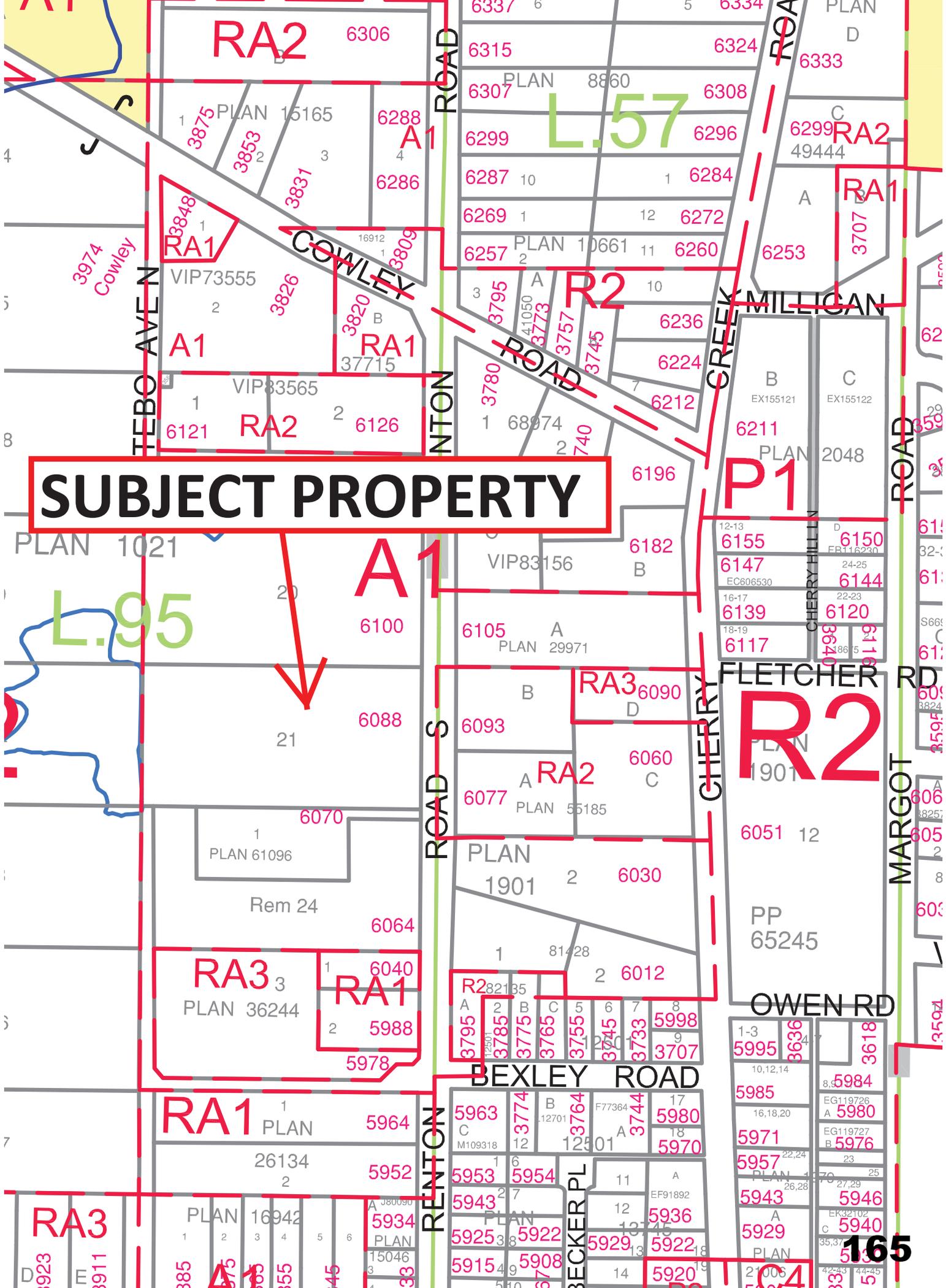
RA1

R2

RA1

RA3

165





REQUEST FOR DECISION

To: Russell Dyson, CAO and
Board of Directors, Alberni-Clayoquot Regional District
From: Mike Irg, M.C.I.P.
Manager of Planning and Development
Date: October 18, 2012
Subject: Cougar Annie Historic Place

Recommendation:

That the Board receive this staff report.

Background:

The Board has asked staff to investigate options for designating Cougar Annie's property as a historic site.

The *Local Government Act* permits a Regional District to establish a heritage conservation service and then designate or establish a community heritage commission. The Board has the ability to designate other organizations to act as a community heritage commission.

If a Regional District wishes to provide heritage conservation services, the Board must first adopt an establishing bylaw as set out in section 800 of the *Local Government Act* to establish the service. Part 27 - Heritage Conservation of the *Local Government Act* allows for various levels of heritage conservation. A local government may use some or all of the legislative tools set out in the part of the *Act*. A community heritage registry is established by a Board resolution is one of those tools.

If a property is included on a heritage registry, the local government may require an impact assessment; by bylaw, withhold approvals defined as a permit, licence or other authorization required under this or any other enactment administered by the local government or delegate; or by bylaw, withhold a demolition permit until other approvals are issued.

Submitted by: _____

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

Approved by: _____

Russell Dyson, Chief Administrative Officer

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of November 14, 2012

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Feb. 9/11 WC	Meet with John Aldag, Acting Superintendent, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport	Russell	Lease 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 – 2013
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 – 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 Highway Connector Committee	Wendy	Meeting scheduled for November 15 th , 2:00 pm, ACRD Office
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	Response now received
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 – Initial background underway
9.	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	In progress
10.	Oct. 10 th Board	Forward a letter to our Member of Parliament expressing the ACRD's support for the Nuu-chah-nulth Tribal Council and requesting our MP to extend any assistance possible to the Nuu-chah-nulth Tribal Council in preventing their funding cut by the Federal Government	Russell	Done

#	Date	Action Item	Assigned to	Target Date/Update
11.	Oct. 10 th Board	The Board retained the services of R.F. Binnie & Associates to conduct a truck route study of the proposed Ring Road Route into Port Alberni to a maximum cost of \$10,000.00 with the funds coming out of General Government, Surveys, Studies and Reports	Russell	Proposal received, project underway, terms to be reviewed by Transportation Committee
12.	Oct. 24 th Board	Forward a letter to West Coast Aquatic from the Board endorsing the West Coast Vancouver Island Coastal Strategy	Wendy	Done
13.	Oct. 24 th Board	Invite Dr. Hasselback to an Alberni-Clayoquot Regional District meeting to make a presentation on Local Health Area Profiles	Tracy	Arranged for January 23, 2013
14.	Oct. 24 th Board	Board of Directors conduct a by-election for Electoral Area "F" (Cherry Creek) in February 2013 and offer to conduct the School District No. 70 (Alberni) by-election at the same time	Wendy	Arranging for February 2013 – Recommendation to appoint Chief and Deputy Chief Election Officer at December Board Mtg.
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.	Oct. 10 th Board	Refer funding request from Strawberry Isle Marine Research Society to consideration of a Grant In Aid in 2013	Teri	Done
20.	Oct. 10 th Board	Refer funding request from Westcoast Forest Society for consideration to a Grant In Aid in 2013	Teri	Done
21.	Oct. 10 th Board	The Board appointed Duncan Sabine Collyer Partners LLP (DSCP) as the auditors to provide audit services for the years ending December 2012-2016 inclusive.	Teri	Done

#	Date	Action Item	Assigned to	Target Date/Update
22.	Oct. 24 th Board	Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District: <ol style="list-style-type: none"> Cindy Solda, Interim Chairperson John McNabb, Interim Vice-Chairperson Russell Dyson, Chief Administrative Officer Teri Fong, Manager of Finance One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members Arrange paperwork with ACRD Bank	Teri	Done
23.		The Board of Directors passed a resolution agreeing in principle to funding its share of the Island Corridor Foundation (ICF) contribution of \$115,200, through a grant in aid subject to: <ol style="list-style-type: none"> exploring alternative funding sources in lieu of property taxes and if funds become available the ACRD be reimbursed by the ICF; the commitment of the ICF partners to their share of the current contribution; commitment by the ICF and other regional partners to submit a budget and plan for the Alberni Sub within 30 months with a letter from ICF Board confirming the next upgrade is the Alberni sub and; Clearly state that this is a one-time contribution only 	Teri/ Wendy	ICF Advised of resolution – Referred to 2013 budget deliberations
Environmental Services Department				
5.	June 6/08	Bamfield Liquid Waste Management Infrastructure Planning Grant	Andy/ Janice	Arranging a community meeting to discuss the report – November
6.	Sept. 16/09 AV	Work with City of PA Staff or Engineer on Bell Road/Stuart Ave. Water	Andy/ Janice	Grant approved – Retain engineer winter 2013
7.	Apr. 6/10	West Bamfield Harbour Authority Dock Improvements (ICET)	Andy/ Janice	Work to be completed in 2012 – In Progress
8.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress

#	Date	Action Item	Assigned to	Target Date/Update
9.	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)
10.	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
11.	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
12.	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
13.	April 11 th BD	Investigate options for dumping land clearing debris on the West Coast	Andy/John	In Progress
14.	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
15.	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 – Private electrical works completed - Awaiting hydro installation
16.	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
17.	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
18.	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	Done – grant received

#	Date	Action Item	Assigned to	Target Date/Update
19.	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	Application granted Meeting to be scheduled early 2013
20.	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
21.	Oct. 10 th WC Comm	West Coast Committee appointed Charles McDermitt to the Long Beach Airport Advisory Committee as the member at-large representing the business community on the West Coast.	Janice	Appointee advised – meeting being arranged
22.	Oct. 10 th Board	Work with the Air Quality council in the development of a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Andy	In progress
23.	Oct. 10 th Board	The Board allocated \$36,500.00 of Gas Tax funding for the Bamfield Water Chlorination project.	Andy	Projects proceeding
24.	Oct. 10 th Board	The Board approved the payment of \$14,257.90 to the BC Conservation Foundation	Andy	Done
25.	Oct. 24 th Board	The Board of Directors approved entering into a 3 year lease agreement commencing August 1, 2012 and expiring July 30, 2015, for an aircraft hangar at the Long Beach Airport with Terrance Salman at the rate of \$4,500.00 per year plus HST – Enter into lease agreement	Janice	Completed
Planning Department				
26.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2012
27.	June 1/09	Bamfield OCP Review	Mike	Ongoing
28.	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
29.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
30.	n/a	Alberni Valley OCP Review	Mike	In progress

#	Date	Action Item	Assigned to	Target Date/Update
31.	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
32.	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
33.	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
34.	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
35.	Sept. 12 th Board	Investigate options for declaring Cougar Annes Garden a historical place and report back to the Board	Mike	November
36.	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	November
37.	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	November
38.	Oct. 10 th Board	The Board appointed Mr. Kevin Clarke to the Beaver Creek Advisory Planning Commission for a two year term.	Mike	Advise appointee – done

Issued: November 7, 2012



MEMORANDUM

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: November 7, 2012
Subject: Staff Report

The following is an update on projects that Regional District Administration Staff are currently working on in addition to daily duties:

- Continue working with the Coordinator on development of the Alberni-Clayoquot Health Network and Planning Committee – Arranged and participated in the Strategic Planning Session on November 1st;
- Final preparations for the West Coast Multiplex Referendum – November 24, 2012;
- Agricultural Development Committee Strategic Session priorities;
- Completion of Board Room Renovations – Preparations for a small opening ceremony;
- Finalizing the Operational Criteria Bylaw for the Regional District Volunteer Fire Departments with the Regional Fire Coordinator and Fire Chiefs for consideration by the Board on November 28th;
- Regional Water Planning;
- Updating various ACRD lease agreements including: Long Beach Airport Water Landing Strip and Golf Club Lease;
- Continued implementation of iPads and paperless agendas;
- Drafting an internal Electronics Use Policy (applies to ACRD owned computers, cell phones and iPads)
- Preparations for the by-election in February 2013;
- Request for Proposal Process – New ACRD Photocopier;
- 2013 Budget Preparations;

Submitted by: _____
Russell Dyson, Chief Administrative Officer



MEMORANDUM

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Date: November 7, 2012
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following since the last report on October 5, 2012:

- Attended the Bamfield Water Committee meeting on October 29, 2012:
 - Presented draft income statement to date with projections to year-end
 - Made recommendations to the Committee for next year's budget
 - Discussed changing the policy that currently allows connections to be turned off and water tolls to be therefore stopped.
- Met with James Edwards, Director of Finance, from HUU-AY-AHT First Nations to discuss the apportionment recommendation presented to the Board in July. The report will be presented to HFN council later this month.
- Worked with Duncan, Sabine, Collyer Partners on the Beaver Creek Improvement District final audit. The goal is to present the Financial Statements to the Beaver Creek Water Advisory Committee at their November meeting.
- Met with the Salmon Beach Committee to discuss the Salmon Beach Manager's contract that expires this December.
- Met with City of Port Alberni to discuss the amendment of the Franklin River Road Fire Protection bylaw to allow for increasing fire department costs.
- Attended the Regional Hospital District Capital Planning meeting in Nanaimo on October 12, 2012 to discuss upcoming VIHA projects, the impacts of Treaty on the Hospital Districts, the Capital Regional District's Social Sustainability Policy and the Memorandum of Understanding for the Committee.
- Met with the new Sproat Lake Volunteer Fire Department Chief, Wade Hepp, to discuss accounting procedures and timing of budget requirements.
- Provided West Coast Multiplex Society with information regarding the impacts of the tax requisition on the tax payers.

Submitted by: _____

Teri Fong, CGA, Manager of Finance



MEMORANDUM

To: Board of Directors
From: Andy Daniel, A.Sc.T., Manager of Environmental Services
Date: November 7, 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 October 10, 2012:

Long Beach Airport

- Renewed lease agreements for Tofino Air and Atleo Air, and Terrance Salman aircraft hangars.
- Entered into rental house agreement and janitorial service for the terminal building.
- Performed a table top Emergency Response exercise at LBA with local agencies from Ucluelet and Tofino.
- Completed and submitted Wildlife Management Plan for LBA to Transport Canada.
- Submitted claim to Transport Canada for Runway Rehabilitation Project.
- Organized road grading for airport access road.
- Reservoir area brushed and vegetation removed.
- Investigating reservoir integrity and disposal of salt from disinfection process.
- Brush cutting and wildlife management program ongoing.
- Site visits by Manager of Environmental Services (MES) for review and inspection.
- Meeting with Engineers to discuss and plan proposed well drilling.
- Two new water well exploration sites located for drilling in November

AVRA

- Grading and tilling the runway infield for planting.

- Installed new culverts and repairing fencing.
- Met with Thunder in the Valley Committee to discuss cost sharing, future events and protocol.
- Site visits by MES for inspection.
- Crack sealing performed and line painting completed.
- Monthly water testing performed

West Coast Landfill

- Remediated existing ditches to recapture Leachate that has been flowing off site.
- Meetings with Engineer and Contractor on proposed works.
- Environmental sampling performed

Alberni Valley Landfill

- Used anti-freeze and used oil tanks installed at the AV Landfill. Submitted claim to BC Used Oil Management Association for purchase.
- 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.
- Reviewed options with Engineer and Contractor for Devil's Den Abandoned Recycling Tire plant.
- Site visits by MES for review, inspection and future site filling plan.
- Environmental sampling performed

Bamfield

- Technical Consultant installing chlorination alarms and systems at pump house.
- Technician met on site with Contractor to review system.
- Worked with DFO to try and obtain water main easement for west Bamfield.
- Preliminary design of re-chlorination of Bamfield Water System' reservoirs
- New drinking water sampling and analysis frequency and parameters implemented

- Reviewed proposals from consulting engineers for a review of the water system

Salmon Beach

- Prepared Salmon Beach Services contract for Salmon Beach Committee for review.
- Contractor completed 90% of new sanitation field installation.
- Organizing private contractor to complete electrical installation.
- Co-ordinating BC Hydro installation.

Sproat Lake

- Submitted application for funding support to Transport Canada for SLMP.
- Awarded contract to Heatherbrae Industries for Harold Bishop Firehall and Lakeshore Firehall seismic upgrade.
- 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.
- Reviewed Municipal Insurance Authority Risk Review Report for Bike Park.
- Rehabilitation of CSP Ball field
- Repair CSP asphalt on the tennis courts
- Applied for Water Licence for Cougar Smith Park to withdraw water from Sproat Lake
- Removed old wooden bridge in Faber Park with permission from Ministry of Forest, Lands & Natural Resource Operations

City of Port Alberni

- Met with City Engineer to discuss organics recycling program.

Millstream

Contractor repaired leaking watermain

Beaver Creek

- Back-flushing weekly related to turbidity events and high water levels in river.
- Replaced 12 meters on Beaver Creek Road between Smith and Plymouth Road.
- Lowered 4 meters and services on north Beaver Creek Road.

- Casual Water Operator working full time on 5 month contract.
- Contractor performing annual hydrant maintenance.
- Working with Beaver Creek personnel to review system and procedures.
- Working on supply and discharge piping and fittings for emergency temporary fire truck supply from City.
- Reservoir construction rock breaking, base prep and gravel compaction.
- Organizing data base of services that have had meters replaced and history of consumption.
- Beaver Creek Water Advisory Committee Meeting.
- Motor control valve specialist inspected pumps at pump house and has recommendations for upgrades.
- Brush cutting around meters, hydrants and valves completed.
- Beaver Creek Water System radio system moved to ACRD office
- Beaver Creek Improvement District signs taken down

General

- Met twice with AV Bulldogs to discuss and prepare school education program.
- Took AV Bulldogs on a tour of the Salvation Army, 3rd Avenue recycling depot and AV Landfill.
- Arranged battery recycling program for Salvation Army.
- Reviewing upcoming and current engineering projects with McGill Engineering.



Submitted by: _____
 Andy Daniel, A.Sc.T., Manager of Environmental Services

REGULAR MEETING NOTES

Please be advised that the following are Meeting Notes of the Regular Meeting of the Coastal Community Network Thursday October 18th 2012 at 9:00 am by teleconference.

LOGISTICS:

Patrick Nelson Marshall, Coastal Community Network, 4341 Shelbourne Street, Canada's Remembrance Road, Saanich, British Columbia Canada V8N3G4 Mobile: +1 205-507-4500

Attended:

Tony	Bennett	Director	Alberni Clayoquot Regional District
Dario	Corlazzoli	Councillor	District of Ucluelet ACRD Appointee
Bill	Irving	Mayor	District of Ucluelet
Des	Nobles	Director	Skeena-Queen Charlotte Regional District
Diane	St. Jacques	Mayor [Rtd]	Alberni Clayoquot Regional District
Jack	Mussellum	Mayor	City of Prince Rupert SQCRD Appointee
Guests:			
Patrick	Marshall		Capital EDC Economic Development Company

Copies:

Al	Huddleston	Chair	Mt. Waddington Regional District
		A Chair	Alberni Clayoquot Regional District
Geoff	Young	Chair	Capital Regional District
Brian	Lande	Chair	Central Coast Regional District
Edwin	Grieve	Chair	Comox Valley Regional District
Robert	Hutchins	Chair	Cowichan Valley Regional District
Sharon	Gaetz	Chair	Fraser Valley Regional District
Harry	Nyce	Chair	Kitimat-Stikine Regional District
Greg	Moore	Chair	Metro Vancouver Regional District
Colin	Palmer	Chair	Powell River Regional District
Barry	Pages	Chair	Skeena-Queen Charlotte Regional District
Garry	Nohr	Chair	Sunshine Coast Regional District
Susie	Gimse	Chair	Squamish-Lillooet Regional District
Joe	Stanhope	Chair	Nanaimo Regional District AVICC
Art	Kaehn	Chair	Fraser Fort George NCLGA
Barbara	Steele	Chair	Surrey LMLGA
Sheila	Malcolmson	Chair	Islands Trust
Dan	Smith	Executive	First Nation Summit
Douglas	White III	Executive	First Nation Summit
Eric	Geall	Director	Bamfield
Walter	Jakeway	Mayor	Campbell River
Gerry	Furney	Mayor	Port McNeil
Jack	Mussallem	Mayor	Prince Rupert
Harold	Steves	Councillor	Richmond

Darnelda Siegers Councillor Sechelt

1.0 CHAIRMAN AND SECRETARY

Patrick Marshall facilitated the meeting. With the consent of the meeting, Patrick Marshall was appointed Recording Secretary of the Meeting. The Facilitator called for additions to the Agenda.

2.0 NOTICE OF MEETING

The Facilitator of the Meeting stated that the Notice of the Meeting was delivered by email on September 29th, 2012.

3.0 QUORUM

The Facilitator reported that a quorum of Members were present at the meeting, therefore the meeting will proceed as a Regular Business Meeting.

4.0 MEETING MONITOR REPORT AND APPOINTMENT

The Facilitator deferred this function to the next meeting at which the Chair will advise the Members on the duties and requirements for a Meeting Monitor. The Meeting Monitor will read the results from the last meeting Audited by a Director and point out areas that require improvement at the next Regular Business Meeting.

6.0 ADOPTION OF REGULAR BUSINESS MEETING MINUTES

7.0 DELEGATIONS

8.0 MONITORING REPORTS TO THE BOARD OF DIRECTORS

The following appointments were discussed as is required following an Annual General Meeting.

8.1 ECONOMIC PORTFOLIO

Susan Farlinger, Regional Director General, Fisheries and Oceans Canada, REGIONAL DIRECTOR GENERAL'S OFFICE, Suite 200 401 Burrard Street, Vancouver, British Columbia V6C 3S4 Canada Telephone : 604-666-6098

Neil Davis, A/Regional Manager, Groundfish, Fisheries and Aquaculture Management Branch | Direction des pêches et de l'aquaculture , Fisheries and Oceans Canada | Pêches et Océans Canada , Vancouver, Canada V6C 3S4 Neil.Davis@dfo-mpo.gc.ca Telephone | Téléphone: (604) 666-9033 Faxsimile | Télécopieur: (604) 666-8525

8.1.2 Fisheries & Oceans Canada Groundfish Integrated Advisory Board [GIAB]

This Government Advisory Group is coordinated by **Alice Cheung** , Interim Chair, Groundfish Integrated Advisory Board , Regional Manager, Community Involvement and Resource Restoration, Salmonid Enhancement Program , Fisheries & Oceans Canada, Suite 200 – 401 Burrard Street, Vancouver BC V6C 3S4, Tel: (604) 666-1079, Fax: (604) 666-0417. **Neil Davis is the A|Regional Manager** for the Groundfish Unit Tel: 604-666-9033.

<http://www.pac.dfo-mpo.gc.ca/consultation/fisheries-peche/ground-fond/giab-ccipf/torman-eng.htm>



It has had two meetings a year and brings together representatives from a number of fisheries and communities. The meetings take place in Nanaimo. Minutes are forwarded for distribution to P. Marshall. Proposals that will impact fisheries are brought forward for review by proponents to the Advisory Group. The Advisory Group has no legal accountability for their comments. They have struggled with their purpose and are working towards changing their framework. They are now working to have meetings contained in one day.

The Board of Directors for the Coastal Community Network are pleased to appointment the following representative to the Fisheries & Oceans Canada Ground Fish Integrated Advisory Board [GIAB] for 2012-2013 term:

- Bill Irving, Mayor, District of Ucluelet
- Dario Corlazzoli, Director, Alberni Clayoquot Region District
- Des Nobles, Director, Skeena Queen Charlotte Regional District
- Neil Smith, Economic Developer, Mt. Waddington Regional District

..... Consent

A letter informing GIAB of these appointments will be prepared for the Chair. There should also be the request for expenses and per diems as well as the exploration of video conferencing so that Central and North Coastal representatives may participate.

8.1.3 Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] In-season Hake Advisory Committee [IHAC]

<http://www.pac.dfo-mpo.gc.ca/fm-gp/commercial/ground-fond/index-eng.htm>

The Board of Directors for the Coastal Community Network are pleased to appointment the following representative to the Fisheries & Oceans Canada Ground Fish Trawl Advisory Committee [GTAC] In-season Hake Advisory Committee [IHAC] for 2012-2013 term:

- Dario Corlazzoli, Director, Alberni Clayoquot Region District
- Tony Bennett, Director, Alberni Clayoquot Region District

..... Consent

A letter informing GTAC of these appointments will be prepared for the Chair. There should also be the request for expenses and per diems as well as the exploration of video conferencing so that Central and North Coastal representatives may participate.

8.1.4 Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] , Groundfish Special Industry Committee [GSIC]

Individual vessel quotas (IVQs) were considered for the groundfish trawl industry. A subcommittee of GTAC, the Groundfish Special Industry Committee (GSIC), was formed to negotiate IVQ programme details such as transferability, species caps and holding caps. After 14 months of consultation and negotiation, IVQ's were introduced into the Groundfish trawl fishery.

This Working Group may meet 2 times a year. It advises FOC on appointments to the GDA and the like. Ms Rose Davidson may be asked to recount for the establishment of the Authority.



The Board of Directors for the Coastal Community Network are pleased to appointment the following representative to the Fisheries & Oceans Canada Ground Fish Trawl Advisory Committee [GTAC] Ground Fish Special Industry Committee [GSIC] for 2012-2013 term:

- Dianne St. Jacques, Former Mayor, District of Ucluelet
- Dario Corlazzoli, Director, Alberni Clayoquot Region District

..... Consent

A letter informing GTAC of these appointments will be prepared for the Chair. There should also be the request for expenses and per diems as well as the exploration of video conferencing so that Central and North Coastal representatives may participate.

8.1.5 Fisheries and Oceans Pacific Integrated Commercial Fisheries Initiative [PICFI]

<http://www.pac.dfo-mpo.gc.ca/fm-gp/picfi-ipcip/index-eng.htm>

Announced in 2007, PICFI is aimed at achieving environmentally sustainable and economically viable commercial fisheries, where conservation is the first priority and First Nations' aspirations to be more involved are supported.

Deborah Phelan, Consultation Secretariat, 200-401 Burrard St. Vancouver, BC, V6C 3S4 Phone: 604-666-7013 Email: Deborah.Phelan@dfo.mpo.gc.ca

There is no action pertaining to this process.

8.1.6 Ocean Initiatives BC

There is no action pertaining to this process.

8.2 ENVIRONMENT PORTFOLIO

8.2.1 Vancouver Island West Coast Aquatic Management Board [WCAMB]

There is no action pertaining to this process.

8.3 GOVERNANCE PORTFOLIO

8.3.1 Fisheries & Oceans Canada Ground Fish Development Authority [GDA]

Groundfish Development Authority Executive Director: Charlie Minns 356 Centennial Parkway Delta, BC V4L 1K7 604-943-3320 (fax) 604-943-1166 cminns@dccnet.com

Under the Groundfish Trawl Long-Term Management Plan introduced in 1997, 80 % of the groundfish (quota species) trawl, Gulf Hake and Offshore Hake (Onshore Delivery) Total Allowable Catches (TAC's) have been allocated as Individual Vessel Quotas (IVQ's) and 20 % have been set aside for allocation by the Minister of Fisheries, subject to advice given to him by the Groundfish Development Authority (GDA).

The GDA was established as a result of an agreement reached between the Department of Fisheries and Oceans (DFO), the B.C. Ministry of Agriculture, Fisheries and Food (MAFF), the Coastal Community Network (CCN) and fishing industry participants (i.e; processors and vessel owners). Its' purpose is to ensure fair crew treatment, to aid in regional development, to promote the attainment of stable market and employment conditions and to encourage sustainable fishing practices.



Since plan implementation, the Groundfish Trawl Special Industry Committee (GSIC) has periodically reviewed key elements of the plan. While the plan has remained substantially intact, selected recommendations by GSIC, accepted by the Minister, have altered quota reallocation rules and “fine tuned” the mechanics of the GDA.

The GDA consists of seven members (Board of Directors) and a Standing Committee of nine advisors (formerly called non-voting members of GDA), whose role it is to provide background information and expertise to the Board of Directors. The structure of the GDA is as follows:

Seven Member Board of Directors

- 3 Community Directors - (North Coast, South Coast and Vancouver Island representatives); selected by the Coastal Community Network,
- UFAWU-CAW Directors - (Shore workers and Vessel Crew representatives); selected by the UFAWU-CAW,
- UFCWU Director - (Shore workers representative); selected by the UFCWU, and
- 1 Independent Fishermen’s Director - (with no vessel ownership or vessel licence holdings); selected by the GSIC Sub-Committee.

Standing Advisory Committee

- 1 DFO Representative, and
- 1 B.C. MOE Representative.

The Board of Directors for the Coastal Community Network are pleased to appointment the following representative to the Pacific Ground Fish Development Authority [GDA]doe the 2012-2013 term:

- Harold Steves, Councillor, City of Richmond, Metro Vancouver [South Coast]
- Dianne St. Jacques, Former Mayor, District of Ucluelet, Alberni Clayoquot Regional District [Vancouver Island]
- Des Nobles, Director, Skeena Queen Charlotte Regional District [North Coast]
- Dario Corlazolli, Councillor, District of Ucluelet, Alberni Clayoquot Regional District [Alternate]

..... Consent

A letter informing the GDA of this support will be prepared for the Chair.

8.3.2 Fisheries & Oceans Canada | Pacific North Coast Integrated Ocean Management Plan Process Integrated Ocean Advisory Committee [IOAC]

The Integrated Oceans Advisory Committee (IOAC) is an ongoing multi-sector advisory body that will advise governments with mandates relevant to elements of the PNCIMA plan on the planning process and the integrated management plan for PNCIMA.

The purpose of the IOAC is to work together to provide strategic-level advice and recommendations on:

- Scope: identifying and prioritizing key issues and identifying opportunities to pursue common interests;
- Planning process: how best to engage sectors on elements of the plan and access science and technical expertise to inform plan development; and
- Problem solving: proposing strategies for reconciling different interests or objectives that emerge throughout the planning process.



IOAC participants will undertake their work consistent with the vision, purpose, principles, and goals of the PNCIMA initiative.

The composition and size of the IOAC reflects balanced consideration of inclusivity and efficiency. The IOAC will consist of members from:

- Commercial fish harvesting (2 members)
- Local communities (through Regional Districts) (5 members) member for each of the following Regional Districts: Kitimat – Stikine, Skeena – Queen Charlotte, Central Coast, Mt. Waddington, Strathcona.
- Marine conservation (1 member)
- Marine recreation (other than fishing) (1 member)
- Marine tourism (1 member)
- Recreational fish harvesting (1 member)
- Renewable energy (1 member)
- Non-renewable energy (1 member)
- Shellfish and finfish aquaculture (1 member)
- Shipping and transportation (2 members)

Sectors will identify one alternate for each member on the IOAC2. In order to ensure efficient and effective meeting environments, alternates may attend IOAC meetings and observe discussions, respecting members' roles as the participants in discussions. Members and alternates may choose to swap in and out of the member seat to allow alternates to speak to agenda items on which they have particular expertise or an additional perspective. An alternate

The Board of Directors for the Coastal Community Network are pleased to support the following representatives to the Pacific North Coast Integrated Management Area Planning Process [PNCIMA], Integrated Ocean Advisory Committee [IOAC] for the 2012-2013 term as available funding from other sources permits, and authorizes Patrick Marshall, Economic Developer, Capital EDC Economic Development Company to act in the interest of the Coastal Community Network as a technical advisor to those representing their Regional District:

- Des Nobles, Director, Skeena Queen Charlotte Regional District
- Andrew Webber, Planner, Kitimat Stikine Regional District
- Brian Lande, Chair, Central Coast Regional District
- Al Huddlestan, Chair, Mt. Waddington Regional District
- Jim Abram, Director, Strathcona Regional District

..... Consent

A letter informing Fisheries and Oceans Canada of this support will be prepared for the Chair. There should also be the request for expenses and per diems to offset the Coastal Community Network and Regional District expenses.

8.3.3 Province of British Columbia | Marine Planning Process

There has been no communication from the Province of British Columbia in this regard.

8.4 SOCIAL PORTFOLIO

Subjects such as employment, training, education, constituent services



9.0 BUSINESS ARISING FROM REPORTS AND NEW BUSINESS

9.1

10.0 ROUNDTABLE OF DIRECTORS

T. Bennett advised that the West Coast Aquatics is proceeding with new tools.

11. SPECIAL BUSINESS

None

12. TERMINATION

There being no further business, the Meeting be terminated at 11:00 am

Recorded By:

Patrick Nelson Marshall
RECORDING SECRETARY

As to Concurrence:

Tony Bennett
CO CHAIR Local Government

Vacant

CO CHAIR Aboriginal Government



Please receive on the Agendas of the Leaders, Councils, Boards of Directors, Caucus and Administration for the following organizations:

Sustaining Organizations

Alberni Clayoquot Regional District	District of Kitimat	Nuxalk Nation
Bowen Island Municipality	District of Port Hardy	Ocean Initiatives British Columbia
Capital EDC Economic	District of Sechelt	Skeena Queen Charlotte Regional District
Central Coast Regional District	District of Ucluelet	Toquaht Nation
City of Campbell River	Dzawada'enuxw Nation	Town of Port McNeill
City of Nanaimo	Kitimat-Stikine Regional District	Township of Esquimalt
City of Port Alberni	Lyackson Mustimuhw Nation	Tseshaht First Nation
City of Prince Rupert	Mt. Waddington Regional District	Village of Gold River
City of Richmond	Nuu-chah-nulth Tribal Council	Village of Sayward
District of Delta		Wei'Wai'Kum Nation

Corresponding Organizations and Individuals

Ahousaht Nation	District of Port Edward	Huu'ay'aht Nation
Bo'ke'cen Pauquachin Nation	District of Saanich	Huu'ay'aht Treaty Office
Capital R.D.	District of Sayward	Ka:'yu:'K't'h' Che: K'tles7et'h' Nation
Chemainus Nation	District of Sooke	Kaska Dena Council
City of Colwood	District of Squamish	Katzie Nation
City of Courtenay	District of Stewart	Kitselas Nation
City of Duncan	District of Tofino	Kitsumkalem Nation
City of Langford	Ditidaht Nation	Klahoose Nation
City of Parksville	Ehattesaht Nation	K'ómox Nation
City of Powell River	Esquimalt Nation	Kwakiutl District Council
City of Terrace	First Nation Summit	Kwakiutl Nation
City of Victoria	Gingolx Viillage Nisga'a	Kwa'Wa'Aineuk Nation
City of White Rock	Gitga'at Nation	Kwia'ka Nation
Comox Valley R.D.	Gitlaxt'aamix Village Nisga'a	Kwicksutaineuk
Council of Haida Nations	Gitwinksihkw Village Nisga'a	Ah'kwaw'ah'mish Nation
Cowichan Valley R.D.	Gitxaala Nation	Kwikwetlam Nation
Da'naxda'xw Awaetlala Nation	Gwa'sala Nakwaxda'xw Nation	Laich'kwil'tach (Hamatla) Treaty Society
District of Central Saanich	Gwawaenuk Tribe	Lake Cowichan Nation
District of Highlands	Haisla Nation	Lax Kw'alaams Nation
District of Lantzville	Halalt Nation	Laxgaltsap Village Nisga'a
District of Metchosin	Heiltsuk Nation	Malahat Nation
District of North Cowichan	Hesquiaht Nation	Malahat Treaty Office
District of North Saanich	Hul'qumi'num Treaty Group	
District of Oak Bay	Hupacasath Nation	



Mamaleqala	Scia'new Nation	Town of View Royal
Qwe'Qwa'Sot'Em Nation	Shíshálh Nation	Tsartlip Nation
Metlakatla Nation	Sliammon Nation	Tsawout Nation
Mowachaht Muchalaht Nation	Snaw'naw'as Nation	Tseshaht Nation
Musgamagw Tsawataineuk Tribal Council	Snaw'naw'as Treaty Group	Tseycum Nation
Musquem Nation	Snuneymuxw Nation	T'souke Nation
Namgis Nation	Songhees Nation	Uchucklesaht Nation
Nanaimo R.D.	Squamish-Lillooet R.D.	Ucluelet Nation
Naut'sa Mawt Tribal Council	Strathcona R.D.	Village of Alert Bay
Nisga'a Nation	Stz'uminus Nation	Village of Cumberland
Nuchatlaht Nation	Sunshine Coast R.D.	Village of Lions Bay
Opetchesaht Nation	Te'mexw Treaty Association	Village of Masset
Oweekenomuikinuxv Nation	Tlatla'sikwala Nation	Village of Port Alice
Pacheedaht Nation	Tloquiaht Nation	Village of Port Clements
Penelakut Tribe	Tlowitsis Mumtagila Nation	Village of Queen Charlotte
Powell River R.D.	Town of Comox	Village of Tahsis
Qualicum Nation	Town of Gibsons	Village of Zeballos
Quatsino Nation	Town of Ladysmith	We Wai Kai Nation
Quw'utsun Nation	Town of Lake Cowichan	Whe'la'la'u Area Council
	Town of Qualicum Beach	Winalagalis Treaty Group
	Town of Sidney	Xwemalhkwa Nation

