



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, JANUARY 23, 2013, 1:30 pm

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

## AGENDA

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	PAGE #
1. <b><u>CALL TO ORDER</u></b>	
2. <b><u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <b><u>DECLARATIONS</u></b> <i>(conflict of interest or gifts)</i>	
4. <b><u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – January 9, 2013</b>	<b>8-17</b>
<i>THAT the minutes of the Board of Directors meeting held on January 9, 2013 be adopted.</i>	
5. <b><u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
a. <b>Dr. Paul Hasselback, Medical Health Officer, Vancouver Island Health Authority – Local Health Area Profile, Alberni (70) – discussion of local implications.</b>	<b>18-43</b>
<i>THAT Dr. Paul Hasselback, Vancouver Island Health Authority be invited to address the Regional District Board.</i>	
b. <b>Ms. Julie Keenan, Director of Advancement &amp; Alumni Relations and Dr. Nicole Vaugeois, Regional Innovation Chair in Tourism &amp; Sustainable Rural Development, Vancouver Island University - Information and Activities VIU's Regional Innovation Chair in Tourism &amp; Sustainable Rural Development &amp; Request funding support of the Chair's endowment.</b>	<b>44-52</b>
<i>THAT Ms. Julie Keenan and Dr. Nicole Vaugeois, Vancouver Island University be invited to address the Regional District Board.</i>	
c. <b>Dr. Don Hall, Fisheries Program Manager, Nuuchahnulth Tribal Council - 2012 First Nation Chinook Economic Fisheries.</b>	

*THAT Dr. Don Hall, Nuu-chah-nulth Tribal Council be invited to address the Regional District Board.*

- d. **Mr. Christopher Donison, Director, Music By The Sea - Report on 2012 activities and successes & Plans for 2013.**

*THAT Mr. Christopher Donison, Music By The Sea be invited to address the Regional District Board.*

**6. CORRESPONDENCE FOR ACTION**

- a. **REQUEST FOR SUPPORT** **53-54**  
Mr. Dave McCormick, Alberni Port Authority, January 9, 2013, Request for Support to Develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet.

*THAT the Board of Directors forward a letter to the Port Alberni Port Authority in support of the development of a container trans shipment short sea shipping terminal in the Alberni Inlet.*

- b. **REQUEST FOR SUPPORT** **55-66**  
Coastal Community Network, January 16, 2013, October 25, 2012 – 2013 Subscription Request.

*Board Direction Requested*

- c. **REQUEST FOR NOMINEES** **67-68**  
Mr. Graham Bruce, Island Corridor Foundation, January 10, 2013, Request for Alberni-Clayoquot Regional District Nominee for the Island Corridor Foundation Board of Directors.

*Board Direction Requested*

- d. **REQUEST FOR ENFORCEMENT** **69-70**  
Ms. Tina Landsvik, Area "E", (Beaver Creek) Resident, Request for the Alberni-Clayoquot Regional District to enforce the control of animals in the Regional District

*Board Direction Requested*

- e. **RESOLUTIONS & NOMINATIONS DEADLINE** **71-72**  
Association of Vancouver Island & Coastal Communities, January 15, 2013 -Reminder – 2013 Resolutions & Nominations Deadline

*Board Direction Requested*

**7. CORRESPONDENCE FOR INFORMATION**

- |    |   |              |
|----|---|--------------|
| a. | <b>MUNICIPAL FINANCE AUTHORITY OF BC</b><br>MFABC Financial Forum & Annual General Meeting                                    | <b>73</b>    |
| b. | <b>ISLAND TIMBERLANDS</b><br>Highway 4 closure for short intervals weekday evenings January 21 to February 8, 2013            | <b>74-75</b> |
| c. | <b>BC HYDRO</b><br>Update on the BC Hydro Smart metering Program  | <b>76-77</b> |
| d. | <b>ENVIRONMENTAL STANDARDS BRANCH, MINISTRY OF ENVIRONMENT</b><br>Agricultural Waste Control Regulation Review Consultation   | <b>78</b>    |
| e. | <b>MINISTER OF ENVIRONMENT AND CHERRY CREEK WATERWORKS</b><br>Copy of Correspondence regarding Modernization of the Water Act | <b>79-81</b> |
| f. | <b>PACIFIC RIM NATIONAL PARK</b><br>Proposed Price Adjustments  | <b>82-83</b> |

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- |    |   |              |
|----|---|--------------|
| a. | <b>REQUEST FOR DECISION</b><br>Revenue Anticipation Borrowing Bylaw | <b>84-86</b> |
|----|---|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw F1102 cited as "Revenue Anticipation Borrowing Bylaw No. F1102, 2013".*

- |    |   |              |
|----|---|--------------|
| b. | <b>REQUEST FOR DECISION</b><br>2013 Administration Charges and Wage Allocations | <b>87-90</b> |
|----|---|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2013 administration charges and wage allocations for inclusion in the 2013-2017 Financial Plan.*

- |    |   |              |
|----|---|--------------|
| c. | <b>REQUEST FOR DECISION</b><br>Fire Services Coordinator – Contract Extension | <b>91-92</b> |
|----|---|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the Regional Fire Services Coordinator contract with Mr. Dan Holder for a one year term in the amount of \$44,000.00 to continue providing fire coordinator services to the Bamfield, Sproat Lake, Beaver Creek and Port Alberni Fire Departments.*

- |    |  |              |
|----|--|--------------|
| d. | <b>REQUEST FOR DECISION</b><br>Declaration of Candidates – EA "F" Director and School District Trustee (Alberni) | <b>93-96</b> |
|----|--|--------------|





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

## **10.2 COMMITTEE REPORTS**

- a. **West Coast Committee Meeting, January 15, 2013 – T. Bennett (verbal)**

*THAT the Board of Directors receives this verbal report.*

- b. **Long Beach Airport Advisory Committee Meeting, January 15, 2013 – A. Daniel (verbal)**

*THAT the Board of Directors receives this verbal report.*

- c. **West Coast Committee – Financial Planning Meeting, January 23, 2013 – T. Bennett (verbal)**

*THAT the Board of Directors receives this verbal report.*

## **10.3 MEMBER REPORTS**

- a. RCMP Update – December 2012 (written report) **140-141**
- b. 9-1-1 Corporation – C. Solda
- c. Vancouver Island Regional Library - P. Cote
- d. Central West Coast Forest Society – T. Bennett
- e. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda
- f. Alberni Valley Chamber of Commerce – C. Solda
- g. Coastal Community Network – T. Bennett/B. Irving/C. Solda
- h. West Island Woodlands Advisory Group – J. Jack/L. Price
- i. Island Coastal Economic Trust – C. Solda
- j. Air Quality Council, Port Alberni – J. McNabb
- k. West Coast Aquatic Board – T. Bennett
- l. Association of Vancouver Island & Coastal Communities – C. Solda
- m. Beaver Creek Water Advisory Committee – J. McNabb

- n. City of Port Alberni Economic Development Report – January 2013 (written) **142**
- o. Clayoquot Biosphere Trust – Summary of 2012 Activities (written) **143-144**
- p. Other Reports

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

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

**Next Board of Directors Meeting: Wednesday, February 13, 2013, 1:30 pm  
Alberni-Clayoquot Regional District Board Room**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 9, 2013

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

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**DIRECTORS PRESENT:** Cindy Solda, Chairperson, City of Port Alberni  
Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)  
Eric Geall, Electoral Area "A" (Bamfield), Via Teleconference  
Mike Kokura, Electoral Area "B" (Beaufort)  
Tony Bennett, Electoral Area "C" (Long Beach), Via Teleconference  
John McNabb, Electoral Area "E" (Beaver Creek)  
Lyle Price, Alternate Director, Electoral Area "F" (Cherry Creek)  
John Jack, Councillor, Huu-ay-aht First Nation  
Jack McLeman, Councillor, City of Port Alberni  
Bill Irving, Mayor, District of Ucluelet

**REGRETS:** Duncan McMaster, Councillor, District of Tofino  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

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

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT the agenda be approved as circulated with the addition of the following late items: letter of support to the District of Ucluelet for renewal of the hotel tax and addition to the ACRD Committee Appointments to include Coastal Regional District Chairs' Group Appointment.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – December 7, 2012**

*MOVED: Director McNabb*

*SECONDED: Director Irving*

*THAT the minutes of the Board of Directors meeting held on December 7, 2012 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

**a. Port Alberni Port Authority, December 7, 2012, regarding request for a review of ACRD's representation on the Port Alberni Port Authority Transportation Committee.**

*MOVED: Director Price*

*SECONDED: Director Cote*

*THAT the Board of Directors appoints Director Kokura to the Port Alberni Port Authority Transportation Committee.*

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT the main motion be amended to appoint Director McNabb as the alternate to the Port Alberni Port Authority Transportation Committee.*

**CARRIED**

The main motion as amended was

**CARRIED**

**b. Alberni Valley Wrestling Club, regarding request for grant.**

*MOVED: Director McNabb*

*SECONDED: Director Irving*

*THAT the Board of Directors award a Special Events Grant Region Wide in 2013 to the Alberni Valley Wrestling Club in the amount of \$2,500.*

*MOVED: Director Kokura*  
*SECONDED: Director Price*

*THAT the main motion be amended to include sending a letter to the Alberni Valley Wrestling Club advising of the Regional District timelines for submitting future Special Events grants.*

**CARRIED**

The main motion as amended was

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. Citizenship and Immigration Canada regarding Nominations for the Paul Yuzyk Award for Multiculturalism;
- b. City of Port Alberni to British Columbia Institute of Technology regarding Western Vancouver Island Industrial Heritage Society;
- c. Ministry of the Environment and Ministry of Forests, Lands and Natural Resource Operations regarding Float Homes on Great Central Lake and Barclay Sound;
- d. Federation of Canadian Municipalities regarding FCM News and Long Term Infrastructure Plan Update;
- e. Island Coastal Economic Trust regarding ICET announces funding for Gibsons Landing Harbour;
- f. Longsdale Energy Corp. to the City of North Vancouver and City of North Vancouver regarding Return to the PST;
- g. Municipal Finance Authority of BC regarding Moody's announces rating impact on issues linked to the Province of British Columbia – MFA affirmed at aaa outlook stable.

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

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

**CARRIED**

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

- a. **Administrative Memo regarding Community Food Charter**

*MOVED: Director Kokura*  
*SECONDED: Director McLeman*

*THAT the Regional Board endorses the Alberni Valley Community Food Charter as presented.*

**CARRIED**

**b. Administrative Memo regarding West Bamfield Dock Improvements Update**

MOVED: Director Geall

SECONDED: Director Irving

*THAT the Regional Board receives this report.*

**CARRIED**

**c. Administrative Memo regarding Finance Warrant No. 524**

MOVED: Director Kokura

SECONDED: Director Irving

*THAT the Board of Directors approves Finance Warrant Number 524 in the amount of \$738,791.03 dated December 31, 2012.*

**CARRIED**

**d. Request for Decision regarding 2013 Committee Appointments**

MOVED: Director Irving

SECONDED: Director Cote

*THAT the Board of Directors approves the 2013 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented.*

MOVED: Director Irving

SECONDED: Director McLeman

*THAT the main motion be amended with the following amendments to the 2013 ACRD Committee List and Appointments to Outside, Boards, Agencies and Commissions:*

- a. Remove John Mass and Louie Druehl from the Bamfield Parks Committee;*
- b. Add Director Bennett to the Salmon Beach Committee;*
- c. Add Director Solda to the Coastal Communities Network;*
- d. Change the name of the Ucluelet Emergency Planning Committee to the West Coast Emergency Planning Committee.*

**CARRIED**

The main motion as amended, was

**CARRIED**

*MOVED: Director Irving*  
*SECONDED: Director McNabb*

*THAT the appointment of the Chairperson to the Coastal Regional Chairs Group not be included on the 2013 Appointments to Outside Boards, Agencies and Commissions and:*

- a. The Chairperson be authorized to attend the next meeting of the Coastal Regional Chairs Group to get more information on the Group, and;*
- b. The Regional District send a letter to the Coastal Regional Chairs Group proposing that the proper forum to deal with BC Ferries issues is through the Coastal Communities Network or AVICC.*

**CARRIED**

**e. Administrative Memo regarding Island Agriculture Show – February 1-2, 2013**

*MOVED: Director Kokura*  
*SECONDED: Director Irving*

*THAT the Regional Board authorizes the Agricultural Development Committee to spend \$2,500 for the opportunity to be the Feature Farming Community, \$500 for hosting the welcome reception and \$400 for travel and incidental expenses.*

**CARRIED**

**f. Request for Decision regarding Wayne Crowley Remuneration Donation**

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

*THAT the Board of Directors authorize staff to donate Alternate Director for Area 'B' Beaufort - Wayne Crowley's remuneration in the amount of \$320.00 to the AV Hospice Society.*

**CARRIED**

**g. Request for Decision regarding Memorandum of Understanding – Gravel Extraction**

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

*THAT the Board of Directors of the Alberni-Clayoquot Regional District endorse the Memorandum of Understanding with the Tseshaht First Nation for gravel*

*extraction from District Lot 307 for use at the Alberni Valley Landfill as amended and presented.*

**CARRIED**

- h. Request for Decision regarding to retain a Consultant for an Engineering Study for a New Water Delivery System in the Bell Road and Stuart Avenue Service Area.**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Alberni Clayoquot Regional District Board of Directors accept McGill & Associates Engineering Ltd. as the successful applicant of the Request for Proposals for the engineering study of the Bell Road and Stuart Avenue service area. The total cost of this proposal is \$10,000 with the ACRD paying \$2500 and \$7500 provided by the BC Infrastructure Planning Grant.*

**CARRIED**

**9. PLANNING MATTERS**

- a. DVD12007, COULSON AIRCRANE LTD, 7500 AIRPORT RD**  
Development Variance Application – Memo

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors pass a resolution to consider issuing development variance DVD12007.*

**CARRIED**

- b. RE12002, ANDERSON, 5722 MERSEY RD**  
Rezoning Application - Bylaw P1294

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT Bylaw P1294, Regional District of Alberni-Clayoquot Zoning Atlas Amendment, be adopted.*

**CARRIED**

- c. RE12003, VAN DYK, 6016 FALLS ST**  
Rezoning Application - Bylaw P1298

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT Bylaw P1298, Regional District of Alberni-Clayoquot Zoning Atlas Amendment, be adopted.*

**CARRIED**

- d. RF11009, ABC ALBERNI BOAT CENTRE, 2945 ALBERNI HWY**  
Rezoning Application - Memo and Bylaws P1285 and P1286

*MOVED: Director Price*

*SECONDED: Director McNabb*

*THAT the Board of Directors receives the staff memorandum.*

**CARRIED**

*MOVED: Director Price*

*SECONDED: Director McNabb*

*THAT Bylaw P1285, Cherry Creek Official Community Plan Amendment, be adopted.*

**CARRIED**

*MOVED: Director Price*

*SECONDED: Director McNabb*

*THAT Bylaw P1286, Regional District of Alberni-Clayoquot Zoning Atlas Amendment, be adopted.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a.** CAO Report – January 4, 2013
- b.** Building Inspector’s Report – November 2012
- c.** Building Inspector’s Report – December 2012
- d.** Financial Manager Report – January 4, 2013
- e.** Environmental Services Department Report – January 3, 2013
- f.** Staff Action Items Report – January 3, 2013

*MOVED: Director McNabb*

*SECONDED: Director Jack*

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

**CARRIED**

## 10.2 COMMITTEE REPORTS

### a. West Coast Committee, January 8, 2013 (verbal report) – B. Irving

Director Irving reported that the West Coast Committee met with the Long Beach Recreation Cooperative to discuss the proposed Long Beach Golf Club lease at the Long Beach Airport and issues that still need to be addressed with regarding to the draft lease.

*MOVED: Director Irving*

*SECONDED: Director McNabb*

*THAT the Board of Directors receives this verbal report and staff be instructed to provide the Long Beach Recreation Cooperative with a synopsis of requirements outlined by the ACRD Lawyers in order to move forward with the Long Beach Golf Club Lease.*

**CARRIED**

### c. Other Reports

Director Jack reported that the Huu-ay-aht First Nation are updating their Land Use Plan and would like to consult with ACRD staff and Bamfield Director.

The Chairperson reported that a business expansion and retention study is being conducted in the Alberni Valley. Mr. Pat Deakin, City of Port Alberni Economic Development Officer will be making a presentation to the ACRD on the study.

The Chairperson reported on the Mayor's Breakfast meeting held this morning. The City of Port Alberni is holding public open house budget meeting/strategic planning session on January 21<sup>st</sup> at the Capital Theatre. The Chamber of Commerce excellence awards are being held in April 2013.

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT these reports be received.*

**CARRIED**

## 11. UNFINISHED BUSINESS

### a. Unfinished Business

**RF11009, ABC ALBERNI BOAT CENTRE, 2945 ALBERNI HWY**

MOVED: Director Cote  
SECONDED: Director McNabb

*THAT the Board of Directors reconsider adoption of Bylaw P1285, Cherry Creek Official Community Plan Amendment.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director McNabb

*THAT the Board of Directors reconsider adoption of Bylaw P1286, Regional District of Alberni-Clayoquot Zoning Atlas Amendment.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Irving

*THAT the Board of Directors appoint Director Geall to the Bamfield Harbour Advisory.*

**CARRIED**

## **12. LATE BUSINESS**

### **a. Letter of Support – District of Ucluelet Hotel Tax Renewal**

MOVED: Director Irving  
SECONDED: Director McNabb

*THAT the Board of Directors allow the following for consideration as a late item: forwarding a letter to the District of Ucluelet supporting the renewal of their hotel tax.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Irving

*THAT the Board of Directors forward a letter to the District of Ucluelet supporting renewal of their hotel tax.*

**CARRIED**

## **13. QUESTION PERIOD**

## **14. ADJOURN**

MOVED: Director Kokura  
SECONDED: Director Cote

*THAT this meeting be adjourned at 3:35 pm*

**CARRIED**

Certified Correct:

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Cindy Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer

# Local Health Area Profile

## Alberni (70)

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Prepared by Planning and Community Engagement  
Vancouver Island Health Authority  
July 2012

An accompanying Interpretation Guide has been created to assist with the interpretation of indicators.  
**The Interpretation Guide should be read with the profiles.**

These profiles are not intended to be used for detailed planning or analysis. As they are updated on an annual basis, there may be more current data available. If you are intending to use these profiles for health planning purposes, or if you have questions or notice a discrepancy, please contact [Julia McFarlane](mailto:Julia.McFarlane@viha.ca) (Julia.McFarlane@viha.ca).

This profile is available online: [http://www.viha.ca/mho/stats/lha\\_profiles.htm](http://www.viha.ca/mho/stats/lha_profiles.htm)

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## 1 Key notes

### Demographics

- The population age of Alberni is expected to be similar to VIHA by 2015 and 2020 and older than BC.
- As of 2010, Alberni represents 4.1% of the VIHA population.
- As of 2006, 16.2% of Alberni residents identify as Aboriginal<sup>1</sup> compared to 5.8% for VIHA and 4.8% for BC (Statistics Canada, Census 2006).
- The total Alberni population is expected to hold relatively stable through to 2030 at about 31,704, while the population 75+ is expected to increase 87% by 2030.

### Economic Wellbeing

- Alberni has more individuals receiving income assistance (4.5%) than BC (1.9%) or VIHA (1.9%).
- Alberni has fewer low income seniors (7.7%) than BC (14.7%) or VIHA (8.6%).
- Alberni has more individuals on employment insurance (4.1%) than BC (2.1%) or VIHA (1.8%).

### Education

- More grade 4 and grade 7 students scored below standard in writing in Alberni (33.1%) than BC (17.9%) or VIHA (22.3%).
- In Alberni fewer grade 10 students did not write or pass the provincial English exam (61.1%) compared to BC (84.1%) or VIHA (80.5%).
- Fewer 18 years old graduated in Alberni (56.2%) than in BC (71%) or VIHA (62.7%).

### Housing

- There were more dwellings needing major repairs in Alberni (12.1%) than BC (7.4%) or VIHA (7.2%).
- There was older housing in Alberni (12.4%) than BC (7.9%) or VIHA (10.2%).
- In Alberni fewer home owners are spending more than 30% of income on housing (14.1%) than BC (22.7%) or VIHA (19.5%).

### Social Support

- There are more lone-parent families in Alberni (32%) than in BC (25.7%) or VIHA (29.9%).
- There are more common-law relationships in Alberni (11.3%) than BC (8.4%) or VIHA (10.1%).
- There are more male-lone parent families in Alberni (7.5%) than BC (5.2%) or VIHA (6.3%).

### Healthy Development

- There are more children receiving income assistance and living with a single parent in Alberni (7.1%) than BC (2.9%) or VIHA (3.4%).
- In Alberni there are more children in care (27.2/1,000 0-18) than BC (9.2/1,000) or VIHA (13.4/1,000).
- There were more children in need of protection in Alberni (17.3/1,000 0-18) than BC (6.7/1,000) or VIHA (11.3/1,000).

### Child Health

- The infant mortality rate was higher in Alberni (9.5/1,000 live births) than BC (3.8/1,000) or VIHA (4.5/1,000).
- There were more preterm births in Alberni (95.6/1,000 live births) than BC (75.2/1,000) or VIHA (77.0/1,000).
- More children were hospitalized due to respiratory disease in Alberni (4.6/1,000 0-14) than BC (8.3/1,000) or VIHA (10.2/1,000).

### Crime

- The serious juvenile crime rate was higher in Alberni (9.1/1,000 12-17) than BC (4.1/1,000) or VIHA (5.0/1,000).
- In Alberni the alcohol sales per capita was higher (184L per resident 19+) than BC (107) or VIHA (129L).

<sup>1</sup> Refers to those persons who self identified with at least one Aboriginal group (North American Indian, Métis or Inuit, and/or those who reported being a Treaty Indian or a Registered Indian, as defined by the Indian Act of Canada, and/or those who reported they were members of an Indian band or First Nation).

- The serious crime rate was higher in Alberni (14.6/1,000 population) than BC (12.3/1,000) or VIHA (10.0/1,000).

#### Birth Statistics

- Alberni had the highest rate of stillbirth in VIHA.
- Alberni had the second highest rate of infant deaths and preterm births in VIHA.

#### Mortality Statistics

- Alberni had the highest rate of death due to ischaemic heart disease in VIHA.

#### Chronic Disease Prevalence

- 27.6% of Alberni residents suffered from depression/anxiety.
- 21.7% of Alberni residents suffered from hypertension.

#### Hospital Admissions

- Of the 6,437 hospital admissions for Alberni residents in 2010/2011:
  - 42.1% were for day cases, while 57.9% were for inpatient cases;
  - 55.2% were for medical cases, while 44.8% were for surgical cases;
  - 57% were at West Coast General Hospital, and 20% were at Nanaimo Regional General Hospital.
  - Vaginal delivery with no other intervention was responsible for the most inpatient cases (165);
  - Lens extraction/insertion was responsible for the most day cases (375).
- Of the 28,381 days for Alberni residents in 2010/2011:
  - 23.6% were for an alternate level of care (ALC);
  - Reasons for hospitalization not contained within the MCC classifications were responsible for the most patient days (4,419 or 15.6%)
- The ambulatory care sensitive conditions (ACSC) rate for Alberni residents has been over 4% of cases for the reporting period. It has also been above VIHA as a whole for four out of nine reporting periods; and
- The percentage of alternate level of care days (ALC) has been above VIHA as a whole since 2005/06.

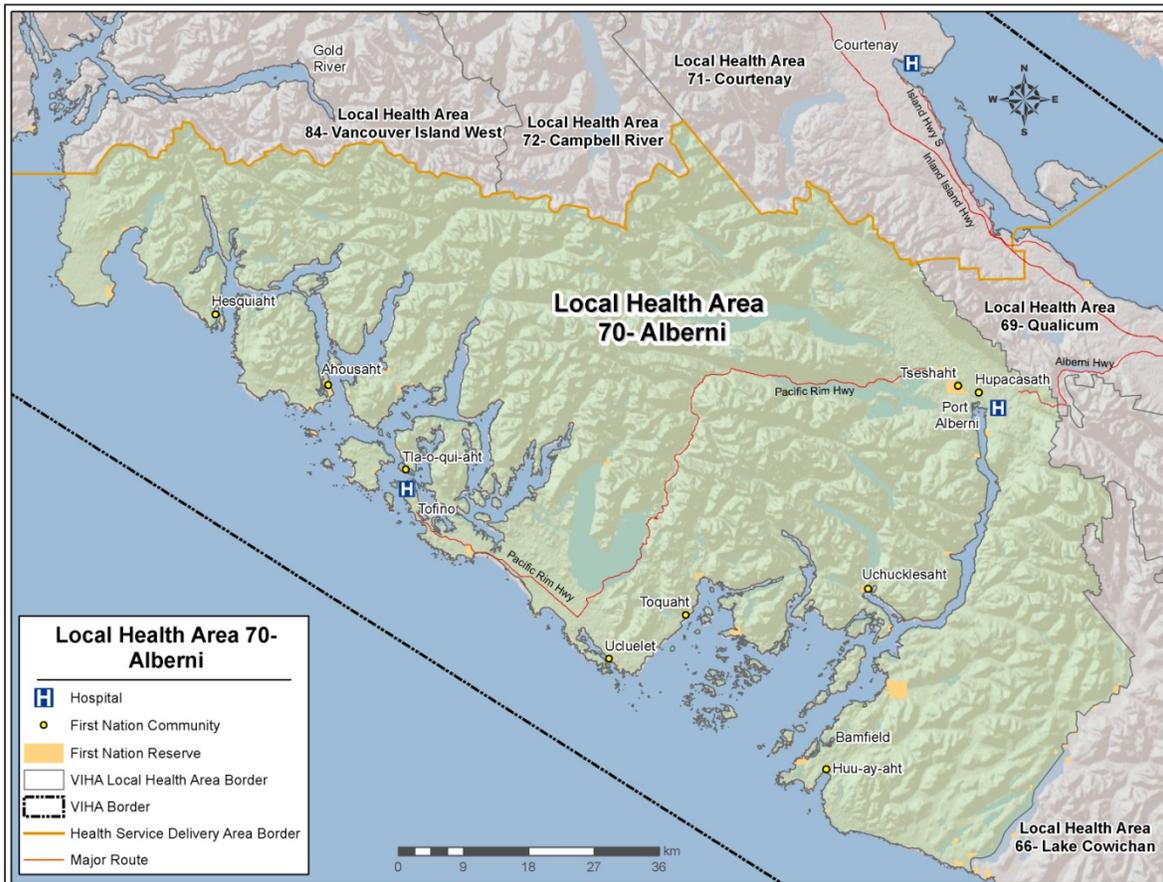
#### Emergency Department Visits

- Of the 23,118 emergency visits by Alberni residents in 2011/12:
  - 85% were at West Coast General Hospital;
  - 23.6% were for individuals aged 60 years and older.
- More visits occurred on Fridays and Saturdays than on other days for Alberni residents, and they had a lower proportion of visits on Sundays and on Tuesday compared to VIHA as a whole.
- The proportion of Alberni residents less than 50 years old receiving emergency services was higher than VIHA as a whole.
- Compared to VIHA as a whole, Alberni residents made more visits to emergency services per population.

## 2 Geography

### 2.1 Location Description

- Alberni Local Health Area is located in VIHA’s Central Island Health Service Delivery Area (HSDA).
- Alberni is at the northwest corner of the Central HSDA. It covers 6,904 square kilometers, and the communities of Port Alberni, Tofino and Ucluelet. It borders on six other LHAs: Vancouver Island West, Campbell River, Courtenay, Qualicum, Nanaimo and Lake Cowichan.



### 2.2 Transportation

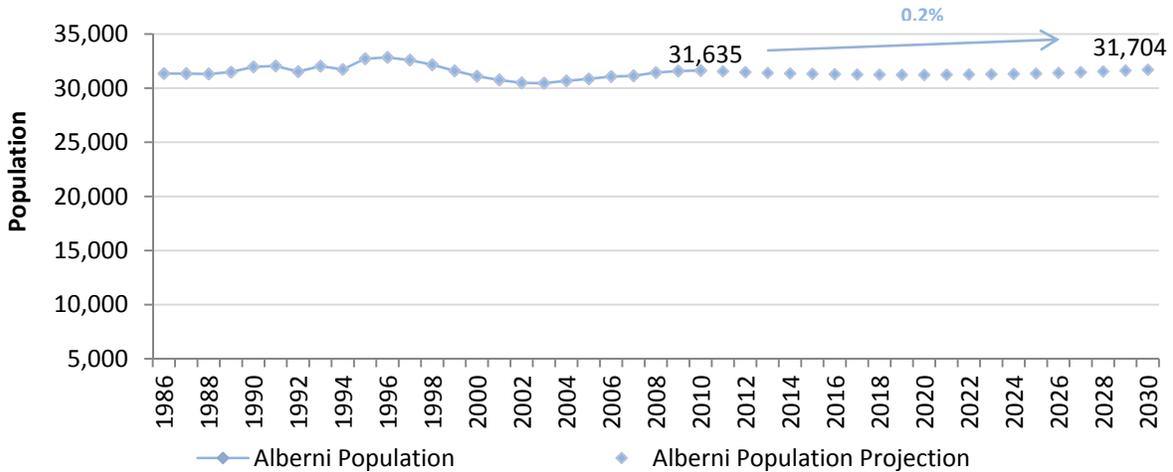
- Alberni is situated along Highway 4. Port Alberni is approximately one hour from Nanaimo; Tofino is approximately three and a half hours from Nanaimo.
- There are more than 5 bus routes in the city of Port Alberni, as well as a handyDART service. There is also a daily bus service between Tofino, Ucluelet, Port Alberni and the major Island hubs.

### 3 Demographics<sup>2</sup>

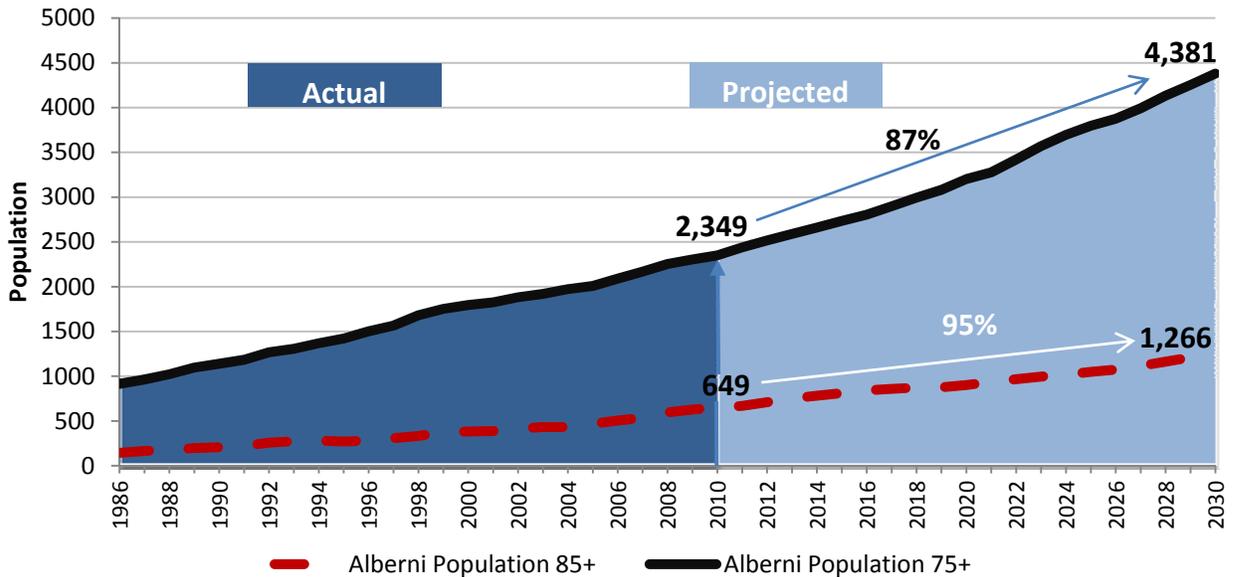
**Key Notes:**

- The population age of Alberni is expected to be similar to VIHA by 2015 and 2020 and older than BC.
- As of 2010, Alberni represents 4.1% of the VIHA population.
- As of 2006, 16.2% of Alberni residents identify as Aboriginal<sup>3</sup> compared to 5.8% for VIHA and 4.8% for BC (Statistics Canada, Census 2006).
- The total Alberni population is expected to hold relatively stable through to 2030 at about 31,704, while the population 75+ is expected to increase 87% by 2030.

**Alberni Population Growth**

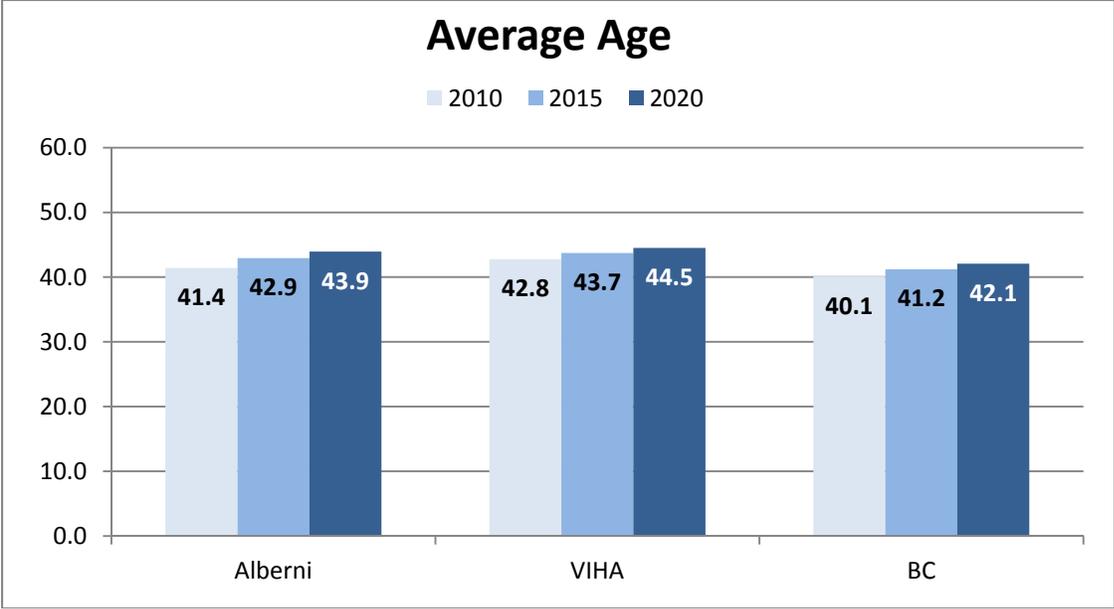


**Alberni Population Seniors Growth**



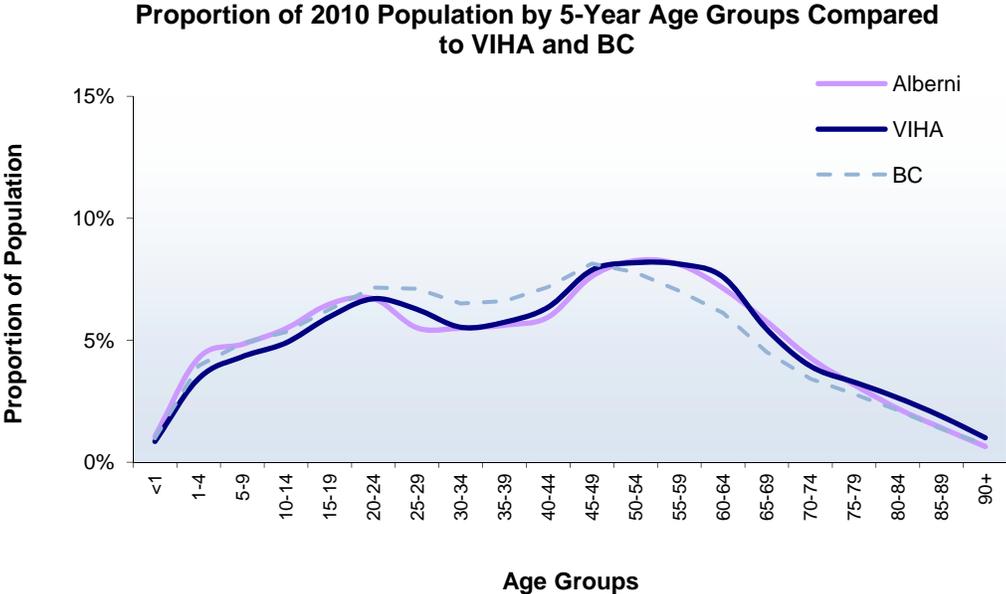
<sup>2</sup> Source: BC Statistics, PEOPLE 36, unless otherwise specified.

<sup>3</sup> Refers to those persons who self identified with at least one Aboriginal group (North American Indian, Métis or Inuit, and/or those who reported being a Treaty Indian or a Registered Indian, as defined by the Indian Act of Canada, and/or those who reported they were members of an Indian band or First Nation).



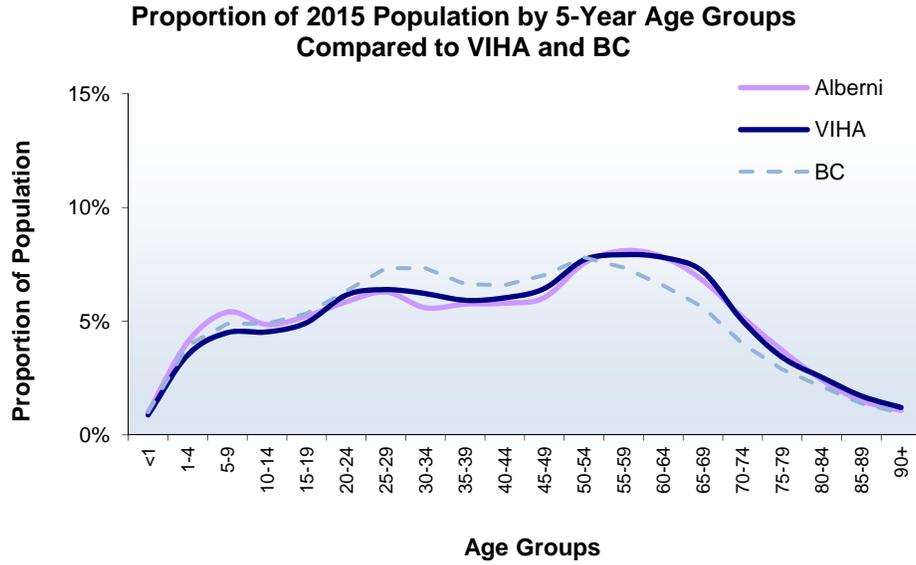
**Alberni’s 2010 population profile is very similar to VIHA as a whole; however, it has:**

- A slightly higher percentage of people under 19 years of age;
- The same percentage of people aged 20-29; and
- A lower percentage of people aged 75+.



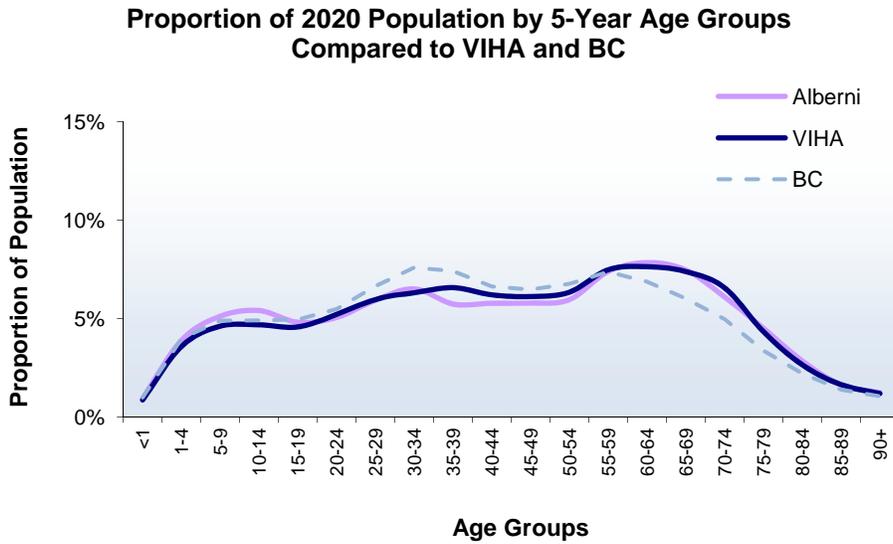
**Alberni’s 2015 population profile is still similar to VIHA as a whole; however, it has:**

- A higher percentage of people aged 5-19;
- A lower percentage of people aged 20-54; and
- A similar percentage of people 75+.



**Alberni’s 2020 population profile is still similar to VIHA as a whole; however, it has:**

- A higher percentage of people aged 1-19;
- A lower percentage of people aged 35-59; and
- A similar percentage of people 75+.

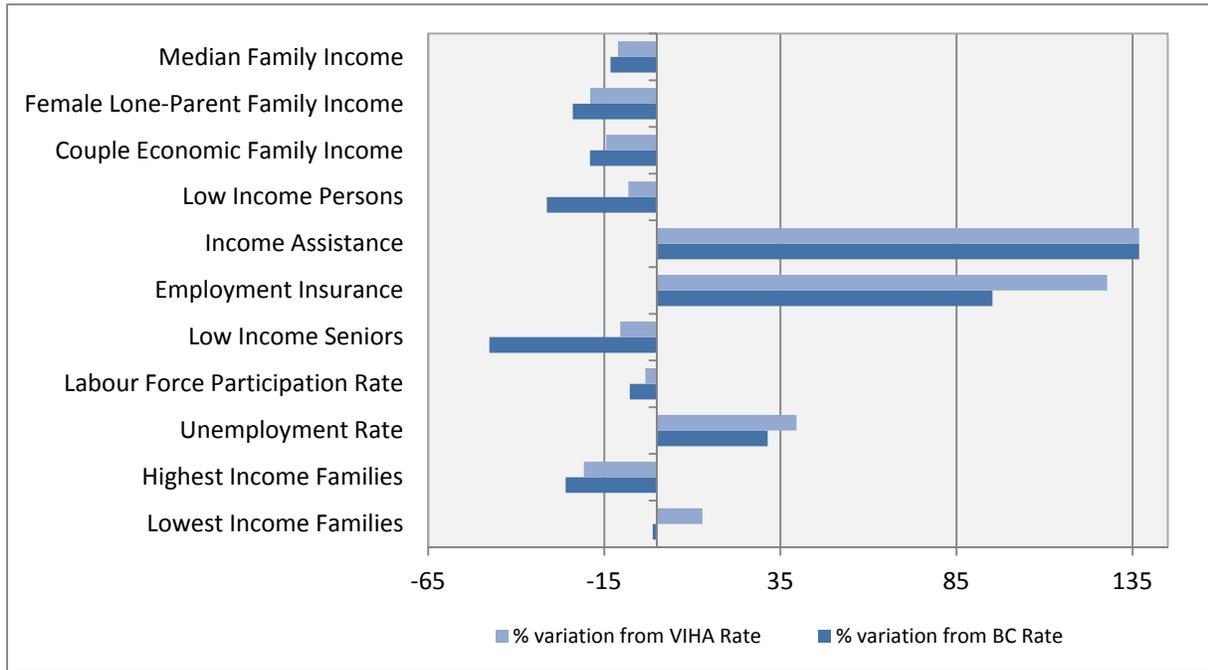


## 4 Social Determinants of Health and Wellbeing

### 4.1 Economic Wellbeing

**Key Notes:**

- Alberni has more individuals receiving income assistance (4.5%) than BC (1.9%) or VIHA (1.9%).
- Alberni has more individuals on employment insurance (4.1%) than BC (2.1%) or VIHA (1.8%).
- Alberni has fewer low income seniors (7.7%) than BC (14.7%) or VIHA (8.6%).



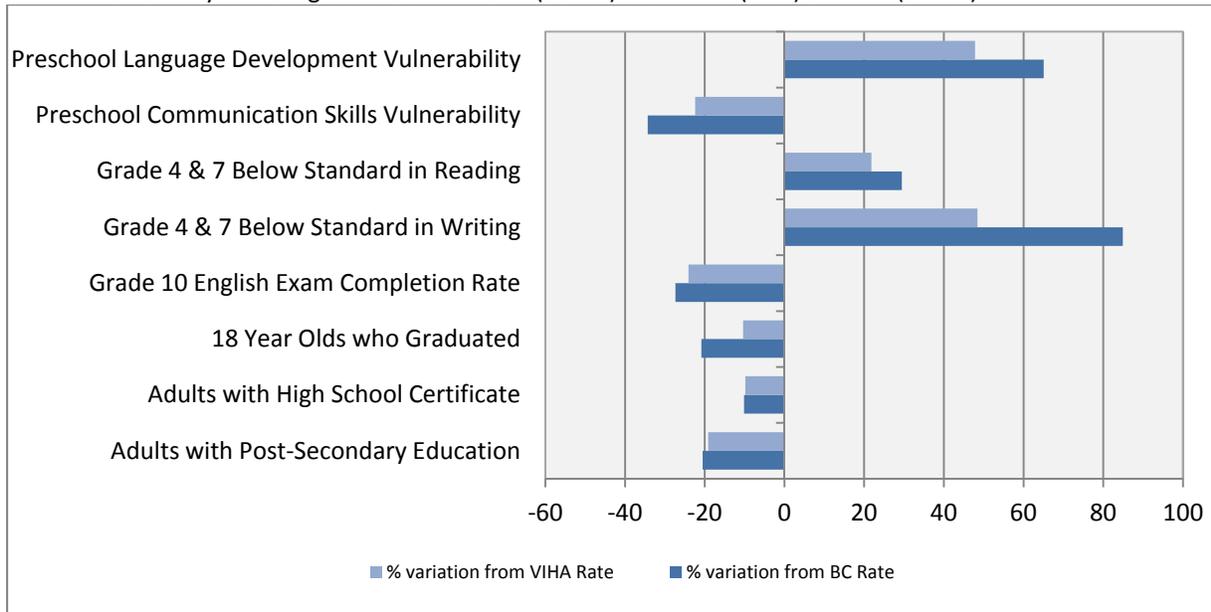
Indicator	Definition	Alberni	BC	VIHA
Median Family Income	Median family income from all sources in 2005	\$57,090	\$65,787	\$64,231
Female Lone-Parent Family Income	Average family income of female lone-parent economic families in 2005	\$33,077	\$43,491	\$40,842
Couple Economic Family Income	Average family income of couple economic families in 2005	\$70,085	\$86,574	\$81,945
Low Income Persons	Percent of persons below the Statistics Canada Low Income Cut-off Point after tax in 2005	9.0	13.1	9.8
Income Assistance (IA)	Percent of population aged 15+ receiving income assistance from provincial program	4.5	1.9	1.9
Employment Insurance	Percent of population 15+ on Employment Insurance	4.1	2.1	1.8
Low Income Seniors	Percent of persons 65 years of age and over that were below the Statistics Canada Low Income Cut-off Point before tax	7.7	14.7	8.6
Labour Force Participation Rate	Percent of population aged 25 and over that are participating in the labour force	60.5	65.6	62.6
Unemployment Rate	Percent of population aged 25 and over that are unemployed	6.7	5.1	4.8
Highest Income Families	Percent of economic families who earned >\$80,000	28.2	38.1	35.6
Lowest Income Families	Percent of economic families who earned <\$20,000	7.9	8.0	7.0

Source: BC Statistics Agency (2006 Census)

## 4.2 Education

### Key Notes:

- More grade 4 and grade 7 students scored below standard in writing in Alberni (33.1%) than BC (17.9%) or VIHA (22.3%).
- In Alberni fewer grade 10 students did not write or pass the provincial English exam (61.1%) compared to BC (84.1%) or VIHA (80.5%).
- Fewer 18 years old graduated in Alberni (56.2%) than in BC (71%) or VIHA (62.7%).



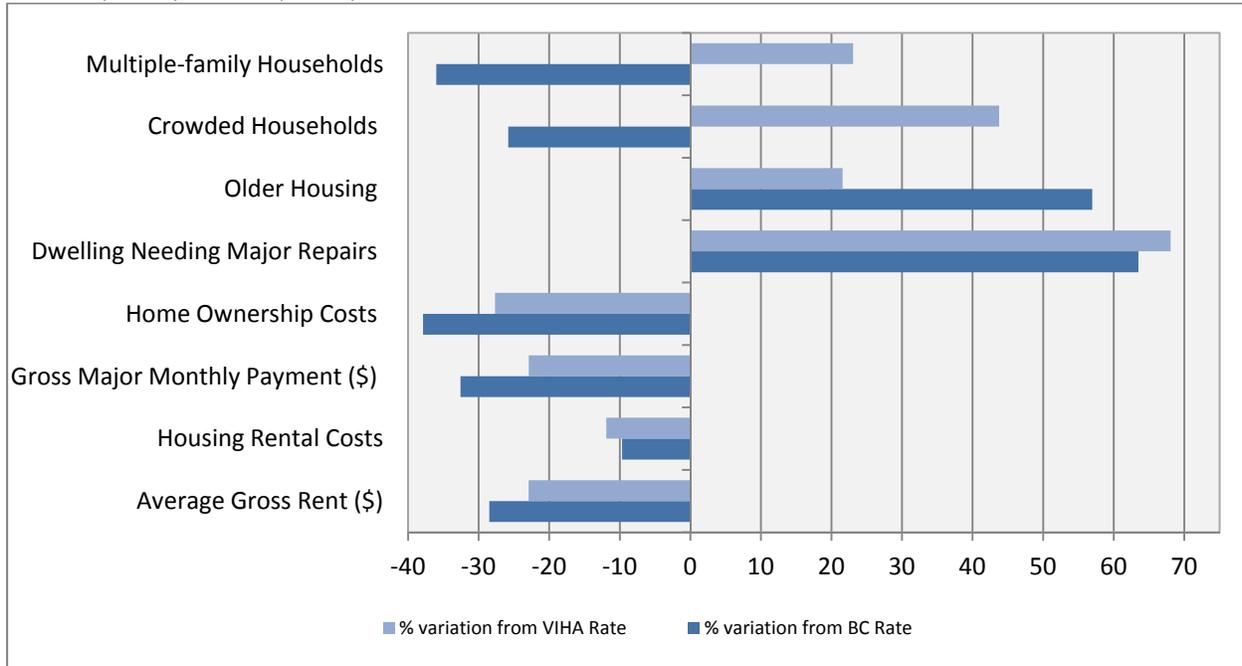
Indicator	Definition	Alberni	BC	VIHA
Preschool Language Development Vulnerability <sup>2</sup>	Percent of kindergarten children rated as vulnerable for language and cognitive development (problems in reading, writing and numeracy)	17.0	10.3	11.5
Preschool Communication Skills Vulnerability <sup>2</sup>	Percent of kindergarten children rated as vulnerable in communication and general knowledge skills	9.0	13.7	11.6
Grade 4 & 7 Below Standard in Reading <sup>1</sup>	Percent of students scoring below standards on standardized test	26.8	20.7	22.0
Grade 4 & 7 Below Standard in Writing <sup>1</sup>	Percent of students scoring below standards on standardized test	33.1	17.9	22.3
Grade 10 English Exam Completion Rate <sup>1</sup>	Percent of students who did write or pass Grade 10 provincial English exam	61.1	84.1	80.5
18 Year Olds who Graduated <sup>1</sup>	Percent of 18 year olds who did graduate high school	56.2	71.0	62.7
Adults with High School Certificate <sup>1</sup>	Percent of population aged 25 to 54 with high school certificate or equivalent	79.9	88.9	88.6
Adults with Post-Secondary Education <sup>1</sup>	Percent of population aged 25 to 54 with post-secondary education (apprenticeship or trades certificate or diploma, college, CEGEP or other non-university certificate or diploma, or university certificate, diploma or degree)	49.9	62.8	61.7

<sup>1</sup>BC Statistics Agency (2006 Census), <sup>2</sup>Human Early Learning Partnership (2009-2011)

### 4.3 Housing

#### Key Notes:

- There were more dwellings needing major repairs in Alberni (12.1%) than BC (7.4%) or VIHA (7.2%).
- There was older housing in Alberni (12.4%) than BC (7.9%) or VIHA (10.2%).
- In Alberni fewer home owners are spending more than 30% of income on housing (14.1%) than BC (22.7%) or VIHA (19.5%).



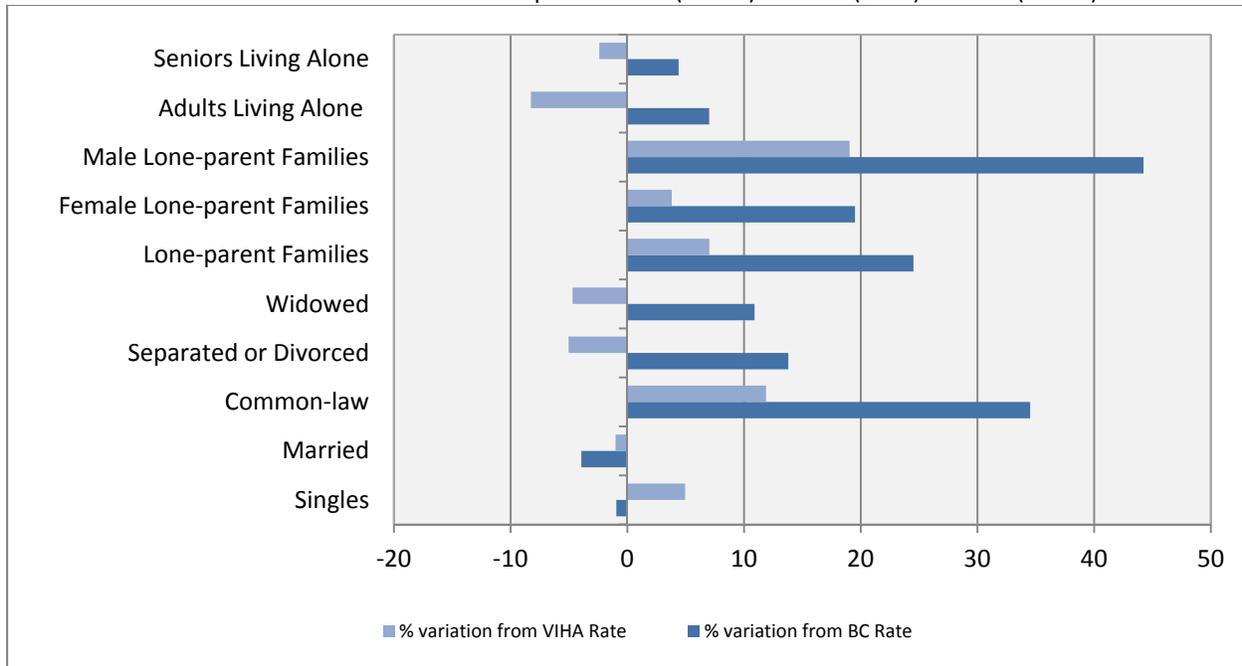
Indicator	Definition	Alberni	BC	VIHA
Multiple-family Households	Percent of private households with multiple families	1.6	2.5	1.3
Crowded Households	Percent of private households with 6 or more persons	2.3	3.1	1.6
Older Housing	Percent of dwellings built prior to 1946	12.4	7.9	10.2
Dwelling Needing Major Repairs	Percent of dwellings rated as needing major repairs by renter or owner	12.1	7.4	7.2
Home Ownership Costs	Percent of home owners spending more than 30% of income on housing	14.1	22.7	19.5
Gross Major Monthly Payment (\$)	Average gross major monthly payment of owner-occupied private non-farm, non-reserve dwellings	\$714	\$1059	\$926
Housing Rental Costs	Percent of renters spending more than 30% of income on rent	39.2	43.4	44.5
Average Gross Rent (\$)	Average gross rent of tenant-occupied private non-farm, non-reserve dwellings	\$592	\$828	768.0

Source: BC Statistics Agency (2006 Census)

## 4.4 Social Support

### Key Notes:

- There are more male-lone parent families in Alberni (7.5%) than BC (5.2%) or VIHA (6.3%).
- There are more lone-parent families in Alberni (32%) than in BC (25.7%) or VIHA (29.9%).
- There are more common-law relationships in Alberni (11.3%) than BC (8.4%) or VIHA (10.1%).



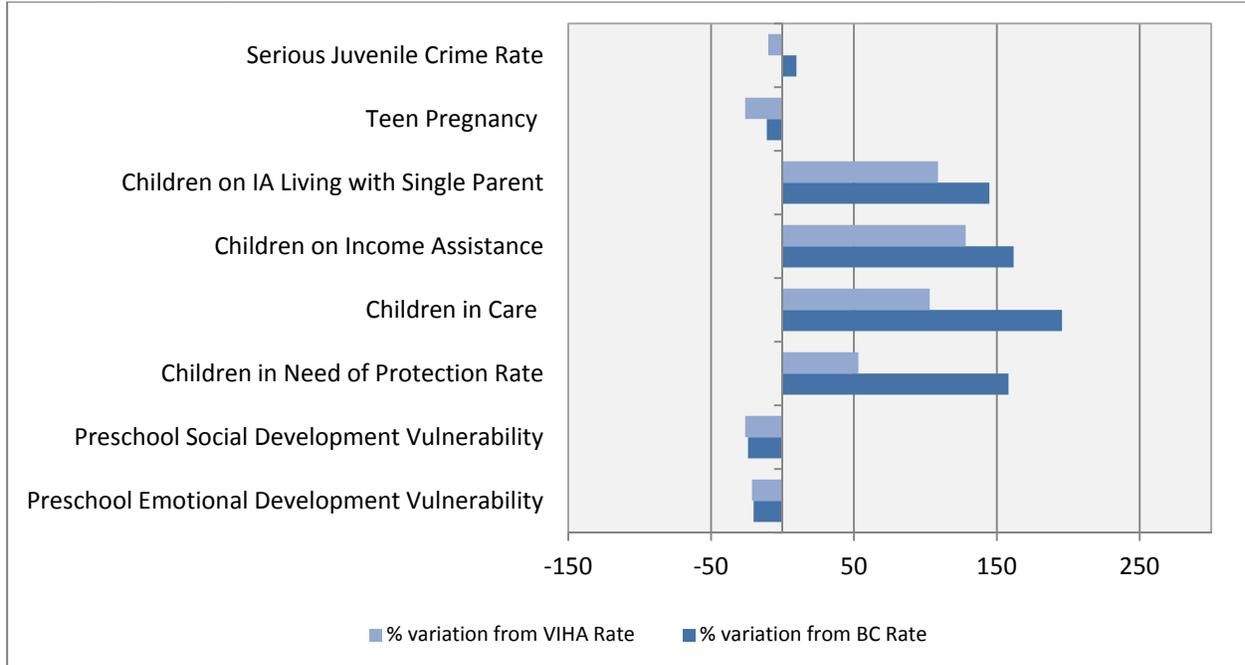
Indicator	Definition	Alberni	BC	VIHA
Seniors Living Alone	Percent of persons aged 65 and over that are not in census families and are living alone	28.5	27.3	29.2
Adults Living Alone	Percent of persons in private households that are not in census families and are living alone	12.2	11.4	13.3
Male Lone-parent Families	Percent of census families in private households that are male lone-parent families	7.5	5.2	6.3
Female Lone-parent Families	Percent of census families in private households that are female lone-parent families	24.5	20.5	23.6
Lone-parent Families	Percent of census families in private households that are lone-parent families	32.0	25.7	29.9
Widowed	Percent of population aged 15 and over that are widowed	6.1	5.5	6.4
Separated or Divorced	Percent of population aged 15 and over that are legally married but are separated, or are divorced	13.2	11.6	13.9
Common-law	Percent of population aged 15 and over that are in a common-law relationship	11.3	8.4	10.1
Married	Percent of population aged 15 and over that are legally married (not separated)	48.8	50.8	49.3
Singles	Percent of population aged 15 and over that have never legally married	31.8	32.1	30.3

Source: BC Statistics Agency (2006 Census)

### 4.5 Healthy Development (Child and Youth)

**Key Notes:**

- There are more children receiving income assistance and living with a single parent in Alberni (7.1%) than BC (2.9%) or VIHA (3.4%).
- In Alberni there are more children in care (27.2/1,000 0-18) than BC (9.2/1,000) or VIHA (13.4/1,000).
- There were more children in need of protection in Alberni (17.3/1,000 0-18) than BC (6.7/1,000) or VIHA (11.3/1,000).



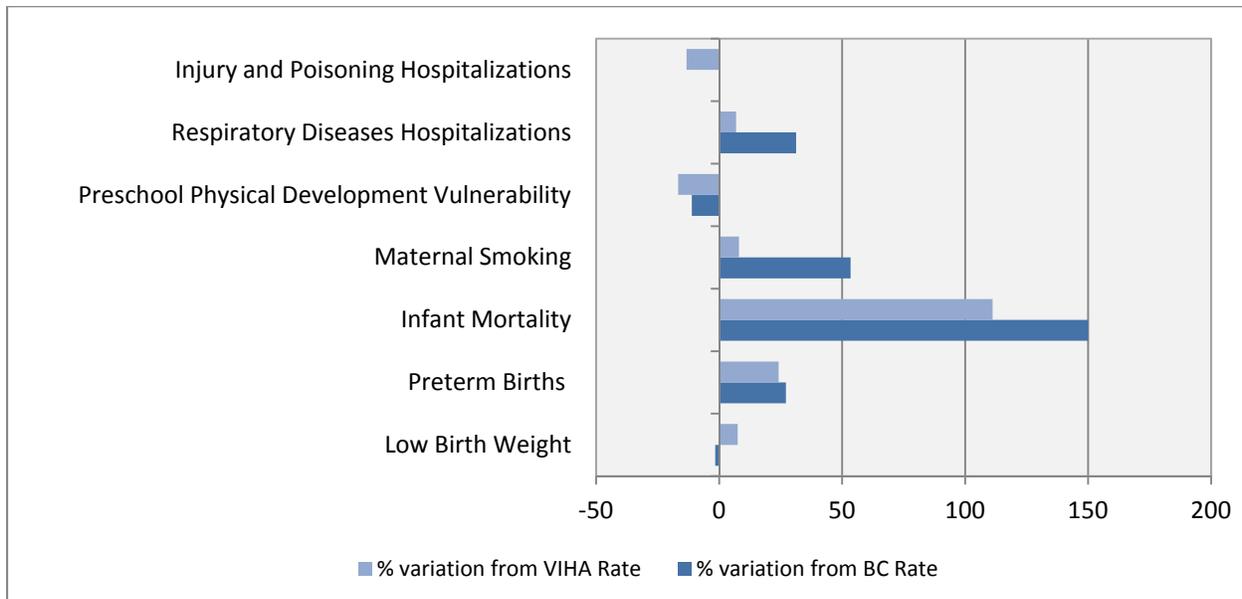
Indicator	Definition	Alberni	BC	VIHA
Serious Juvenile Crime Rate <sup>1</sup>	Juvenile crime rate per 1,000 population aged 12 to 17 (B&E, crimes with weapons and assaults with serious injury)	4.5	4.1	5.0
Teen pregnancy <sup>2</sup>	Teen pregnancies per 1,000 women aged 15 to 17 years	23.4	26.3	31.7
Children on IA Living with Single Parent <sup>3</sup>	Percent of children less than 15 years of age receiving income assistance and living with a single parent	7.1	2.9	3.4
Children on Income Assistance <sup>3</sup>	Percent of children less than 19 years of age receiving income assistance	8.9	3.4	3.9
Children in Care <sup>4</sup>	Children in care per 1,000 children aged 0 to 18 years	27.2	9.2	13.4
Children in Need of Protection <sup>4</sup>	Reported children in need of protection rate per 1,000 children aged 0 to 18 years	17.3	6.7	11.3
Preschool Social Development Vulnerability <sup>5</sup>	Percent of kindergarten children rated as having problems forming friendships, accepting rules and showing respect for adults	11.0	14.5	14.9
Preschool Emotional Development Vulnerability <sup>5</sup>	Percent of kindergarten children rated as having problems with aggressive behaviour, impulsivity, disobedience and inattentiveness	11.0	13.8	14.0

<sup>1</sup>BC Statistics Agency (2006 Census); Statistics Canada, Canadian Centre for Justice Statistics <sup>2</sup>BC Vital Statistics Agency, Ministry of Health, BC Statistics Agency <sup>3</sup>Ministry of Social Development, BC Statistics Agency (2006 Census), <sup>4</sup>Ministry of Children and Family Development, BC Statistics Agency <sup>5</sup>Human Early Learning Partnership (2009-2011)

## 4.6 Child Health

### Key Notes:

- The infant mortality rate was higher in Alberni (9.5/1,000 live births) than BC (3.8/1,000) or VIHA (4.5/1,000).
- There were more preterm births in Alberni (95.6/1,000 live births) than BC (75.2/1,000) or VIHA (77.0/1,000).
- More children were hospitalized due to respiratory disease in Alberni (4.6/1,000 0-14) than BC (8.3/1,000) or VIHA (10.2/1,000).



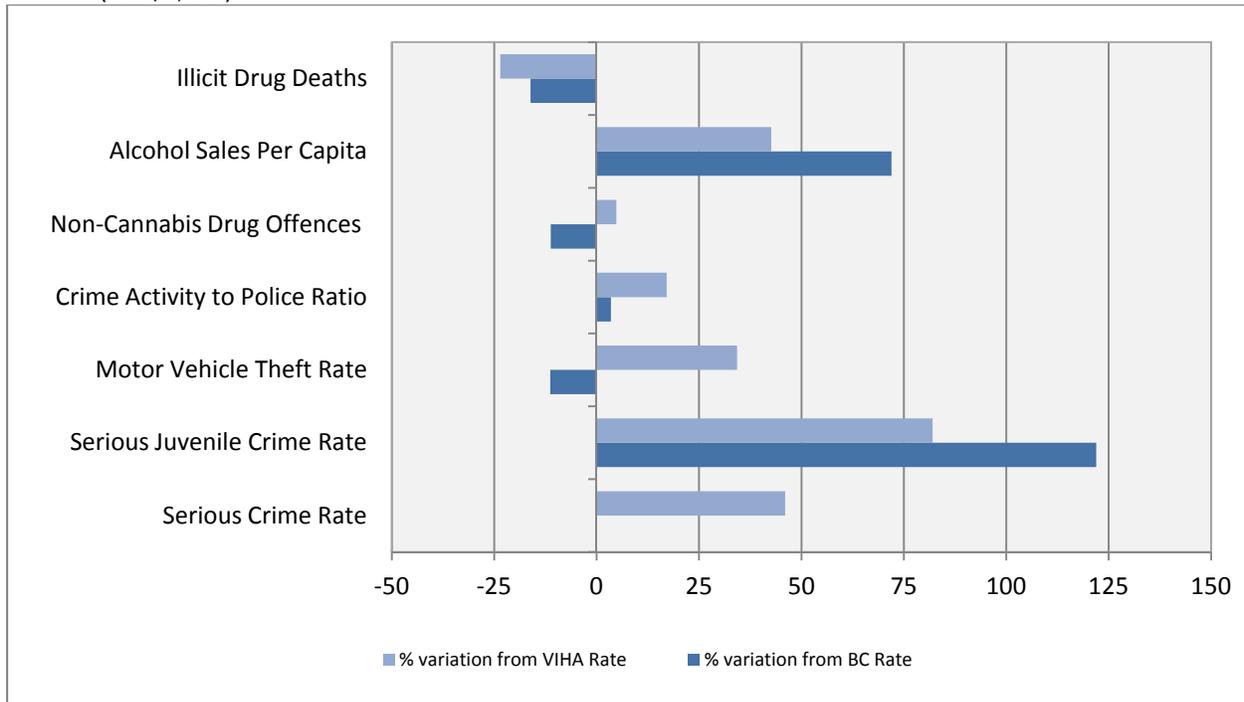
Indicator	Definition	Alberni	BC	VIHA
Injury and Poisoning Hospitalizations <sup>1</sup>	Hospitalization rate per 1,000 children aged 0 to 14	4.6	4.6	5.3
Respiratory Diseases Hospitalizations <sup>1</sup>	Hospitalization rate per 1,000 children aged 0 to 14	10.9	8.3	10.2
Preschool Physical Development Vulnerability <sup>2</sup>	Percent of kindergarten children rated as having problems with fine and gross motor skills, daily preparedness for school, washroom skills, and handedness	12.0	13.5	14.4
Maternal Smoking <sup>4</sup>	Percent of pregnant women who reported smoking at any time during their current pregnancy	14.7	9.58	13.6
Infant Mortality <sup>3</sup>	Deaths of children under 1 year of age per 1,000 live births	9.5	3.8	4.5
Preterm Births <sup>3</sup>	Newborns with a gestational age < 37 weeks per 1,000 live births	95.6	75.2	77.0
Low Birth Weight <sup>3</sup>	Births weighing less than 2,500 grams per 1,000 live births	54.6	55.5	50.8

<sup>1</sup>BC Statistics Agency (2006 Census); Ministry of Health, <sup>2</sup>Human Early Learning Partnership (2009-2011), <sup>3</sup>BC Vital Statistics (2005-2009), <sup>4</sup>BC Perinatal Health Program (2003/2004-2007/2008)

## 4.7 Crime

### Key Notes:

- The serious juvenile crime rate was higher in Alberni (9.1/1,000 12-17) than BC (4.1/1,000) or VIHA (5.0/1,000).
- In Alberni the alcohol sales per capita was higher (184L per resident 19+) than BC (107) or VIHA (129L).
- The serious crime rate was higher in Alberni (14.6/1,000 population) than BC (12.3/1,000) or VIHA (10.0/1,000).



Indicator	Definition	Alberni	BC	VIHA
Illicit Drug Deaths <sup>1</sup>	Deaths per 100,000 population aged 19 to 64	5.2	6.2	6.8
Alcohol Sales Per Capita <sup>2</sup>	Litres of alcohol sold per resident population aged 19 and older. High tourist areas will be overstated.	184.0	107.0	129.0
Non-Cannabis Drug Offences <sup>3</sup>	Non-cannabis drug offences per 100,000 population	201.8	227.2	192.5
Crime Activity to Police Ratio <sup>3</sup>	Number of serious crimes per police officer	8.9	8.6	7.6
Motor Vehicle Theft Rate <sup>3</sup>	Motor vehicle theft rate per 1,000 population	4.7	5.3	3.5
Serious Juvenile Crime Rate <sup>3</sup>	Juvenile crime rate per 1,000 population aged 12 to 17 (B&E, crimes with weapons and assaults with serious injury)	9.1	4.1	5.0
Serious Crime Rate <sup>3</sup>	Total violent and property crime rate per 1,000 population	14.6	12.3	10.0

Source: <sup>1</sup>BC Statistics Agency (Avg 2005-2007), <sup>2</sup>BC Statistics Agency (2010), <sup>3</sup>BC Statistics Agency (Avg 2007-2009)

## 5 Health Status

### 5.1 Birth Statistics

#### Key Notes:

- Alberni had the highest rate of stillbirth in VIHA.
- Alberni had the second highest rate of infant deaths and preterm births in VIHA.

Birth Rates	Alberni LHA	VIHA	% Difference	Rank in VIHA	BC	% Difference
Elderly Gravida	134.20	199.02	-33%	11	226.55	-41%
Low Birth Weight	54.63	50.75	8%	4	55.50	-2%
Infant Death	9.50	4.54	109%	2	3.77	152%
Teen Mother	100.95	45.26	123%	3	32.67	209%
Cesarean	266.63	300.49	-11%	8	308.56	-14%
Preterm	95.61	76.90	24%	2	75.21	27%
Stillbirth	14.05	8.43	67%	1	9.12	54%
Live Birth	10.73	8.51	26%	3	9.93	8%

Source: BC Vital Statistics Annual Report, 2010 (Avg. 2006-2010)

### 5.2 Mortality Statistics

#### Key Notes:

- Alberni had the highest rate of death due to ischaemic heart disease in VIHA.

Indicator	Alberni SMR Value	VIHA SMR Value	% Difference	Rank in VIHA	PYLLI
Drug Induced Deaths	1.03	1.14	-10%	6	1.08
Medically Treatable Diseases	1.34	0.88	52%	3	1.24
Circulatory System	1.14	1.01	13%	5	1.44
Digestive System	1.23	1.04	18%	3	1.75
Alcohol Related Deaths	2.27	1.27	79%	2	2.77
Falls	1.37	1.17	17%	2	1.29
Cancer	1.23	1.05	18%	3	1.24
Respiratory	1.03	0.90	14%	4	0.94
Suicide	1.52	1.17	30%	4	1.50
Motor Vehicle	1.92	0.89	116%	2	1.89
End/Nut/Met Diseases	1.77	1.00	77%	2	2.07
Diabetes	1.72	1.00	72%	2	1.54
Arteries/Arterioles/Capillaries	1.17	1.03	14%	6	1.09
Pneumonia and Influenza	0.72	0.79	-8%	9	0.93
Lung Cancer	1.41	1.04	35%	3	1.55
Ischaemic Heart Disease	1.26	0.97	30%	1	1.32
Chronic Lung Disease	1.32	0.98	35%	2	1.15
Cerebrovascular Disease/Stroke	1.06	1.01	5%	7	1.68
<b>Total Deaths</b>	<b>1.25</b>	<b>1.02</b>	<b>23%</b>	<b>2</b>	<b>1.64</b>

Source: BC Vital Statistics Annual Report, 2010 (Avg. 2006-2010)

### 5.3 Chronic Disease Prevalence<sup>4</sup>

#### Key Notes:

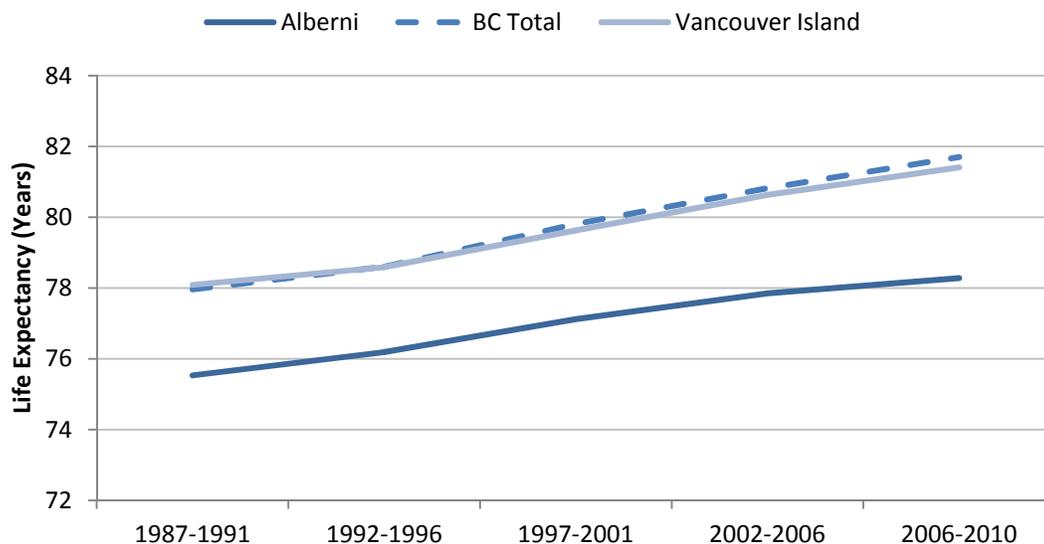
- 27.6% of Alberni residents suffered from depression/anxiety.
- 21.7% of Alberni residents suffered from hypertension.

Chronic Conditions, 2007/08	Alberni		VIHA		BC	
	# of Patients	% of Pop	# of Patients	% of Pop	# of Patients	% of Pop
Congestive Heart Failure	732	2.3%	16,064	2.1%	90,256	2.0%
Chronic Kidney Disease	652	2.1%	15,170	2.0%	74,977	1.7%
Chronic Obstructive Pulmonary Disease	881	2.8%	19,243	2.6%	100,879	2.3%
Depression/Anxiety	8,714	27.6%	193,944	25.9%	1,045,687	23.5%
Dementia	467	1.5%	13,005	1.7%	57,256	1.3%
Diabetes	2,897	9.2%	55,680	7.4%	332,593	7.5%
Hypertension	6,852	21.7%	156,328	20.9%	830,375	18.6%
Ischaemic Heart Disease	1,205	3.8%	28,263	3.8%	152,916	3.4%
Osteoarthritis	3,441	10.9%	75,002	10.0%	370,479	8.3%
Rheumatoid Arthritis	699	2.2%	10,278	1.4%	51,816	1.2%

Source: BC Ministry of Health Services Primary Health Care Chronic Disease Registries 2009/10

### 5.4 Life Expectancy at Birth

**Life Expectancy of Alberni Residents Compared to VIHA and BC  
1987-1991 to 2006-2010**



<sup>4</sup> This reflects the lifetime prevalence of these diseases in 2009/2010, not the 2009/10 prevalence. If a resident has had one of these diseases in their life it will appear in this data.

## 6 Health Service Utilization

### 6.1 Hospital Admissions<sup>5</sup>

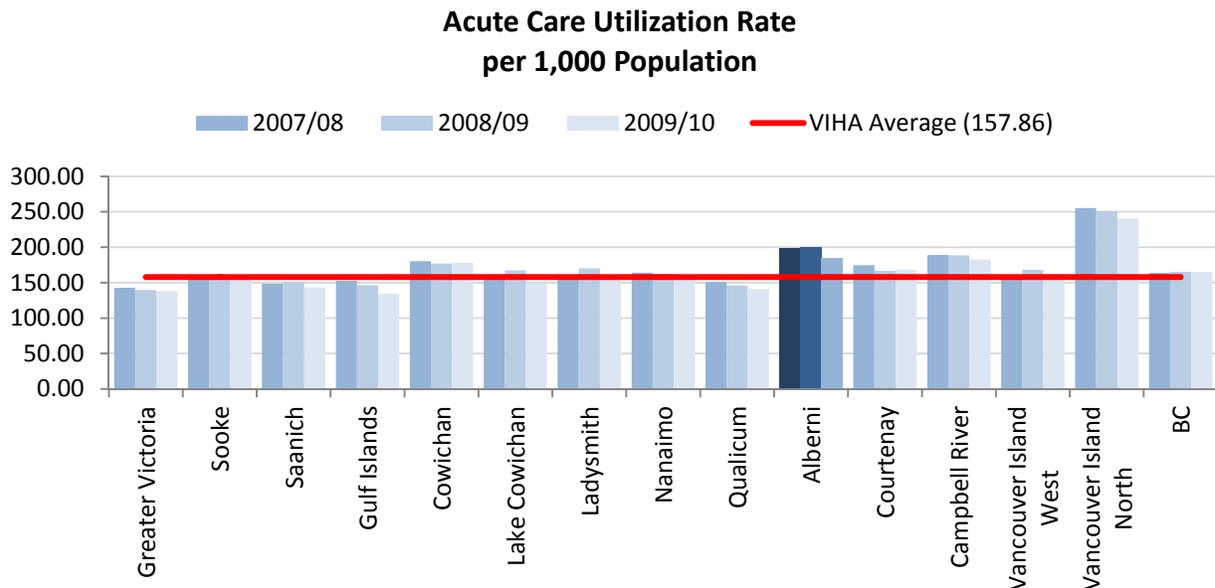
#### Key Notes:

- Of the 6,437 hospital admissions for Alberni residents in 2010/2011:
  - 42.1% were for day cases, while 57.9% were for inpatient cases;
  - 55.2% were for medical cases, while 44.8% were for surgical cases;
  - 57% were at West Coast General Hospital, and 20% were at Nanaimo Regional General Hospital.
  - Vaginal delivery with no other intervention was responsible for the most inpatient cases (165);
  - Lens extraction/insertion was responsible for the most day cases (375).
- Of the 28,381 days for Alberni residents in 2010/2011:
  - 23.6% were for an alternate level of care (ALC);
  - Reasons for hospitalization not contained within the MCC classifications were responsible for the most patient days (4,419 or 15.6%)
- The ambulatory care sensitive conditions (ACSC) rate for Alberni residents has been over 4% of cases for the reporting period. It has also been above VIHA as a whole for four out of nine reporting periods; and
- The percentage of alternate level of care days (ALC) has been above VIHA as a whole since 2005/06.

#### Total Hospital Cases and Days for Alberni Residents

2010/11	Day Cases	Inpatient Cases	Inpatient Days	% Days ALC	Inpatient RIW	Total Cases
Medical	962	2589	21852	28.4%	3503	3,551
Surgical	1749	1137	6529	7.3%	2013	2,886
<b>Total</b>	<b>2711</b>	<b>3726</b>	<b>28381</b>	<b>23.6%</b>	<b>5,516</b>	<b>6437</b>

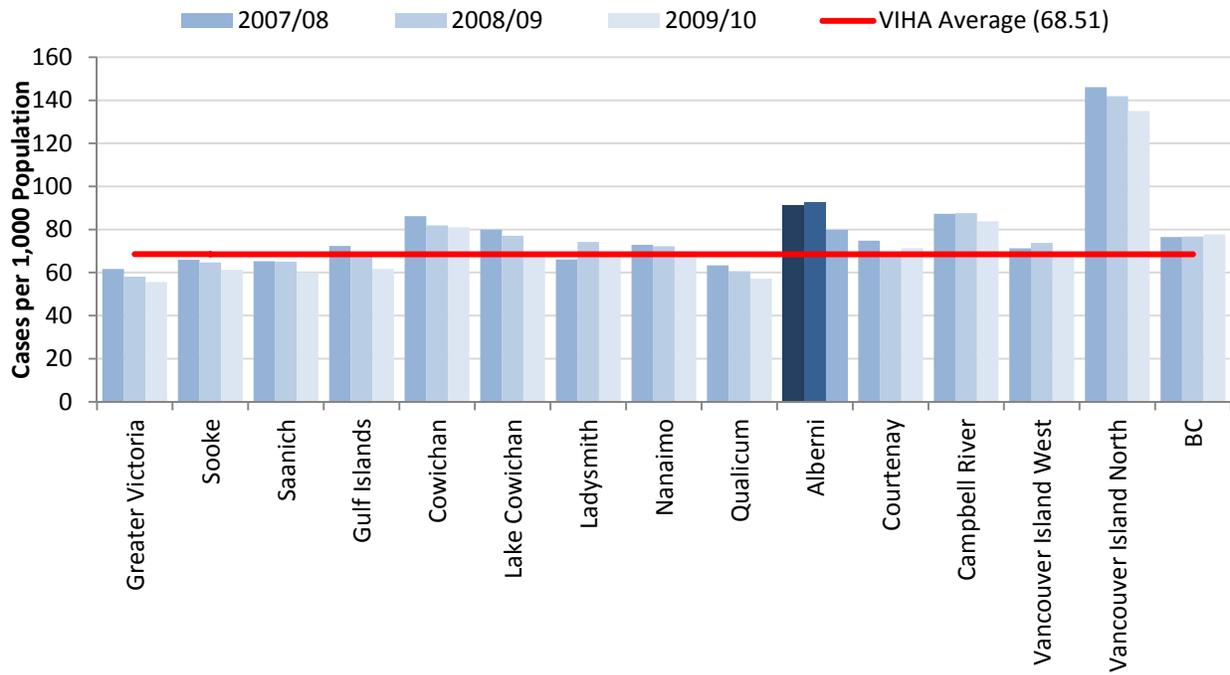
#### Acute Utilization Rates:<sup>6</sup>



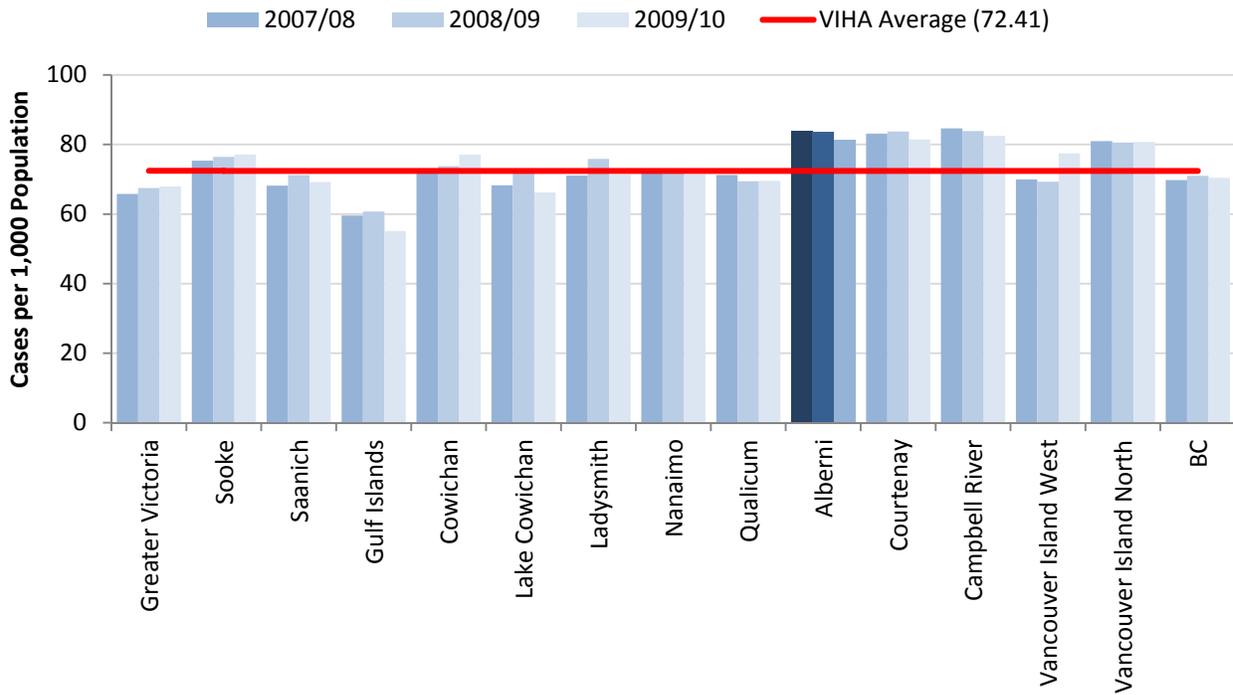
<sup>5</sup> Source: 2010/11 Discharge Abstract Database, unless otherwise specified.

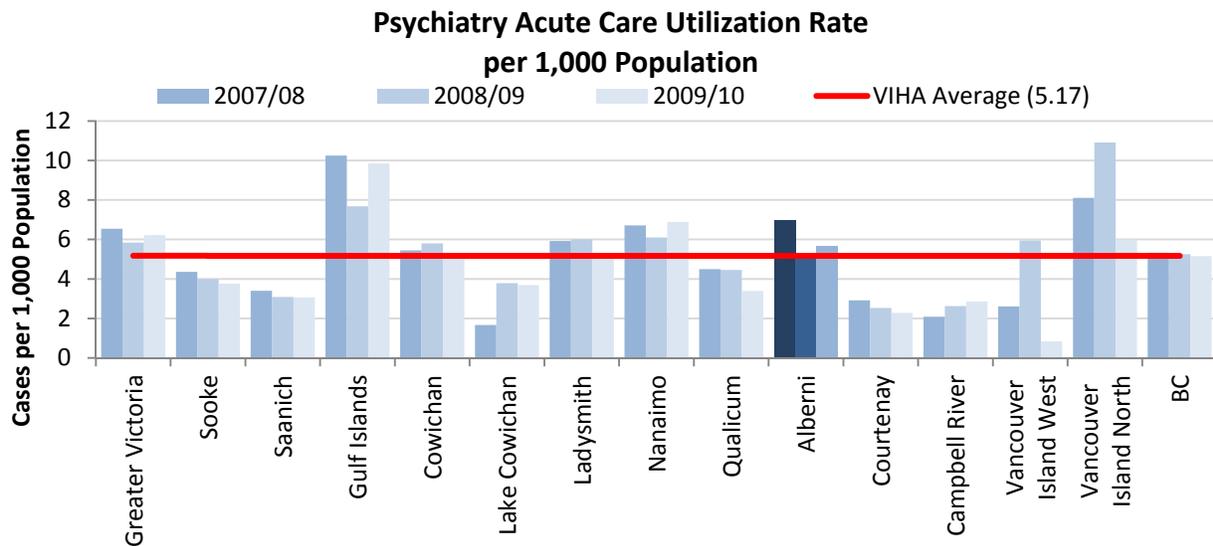
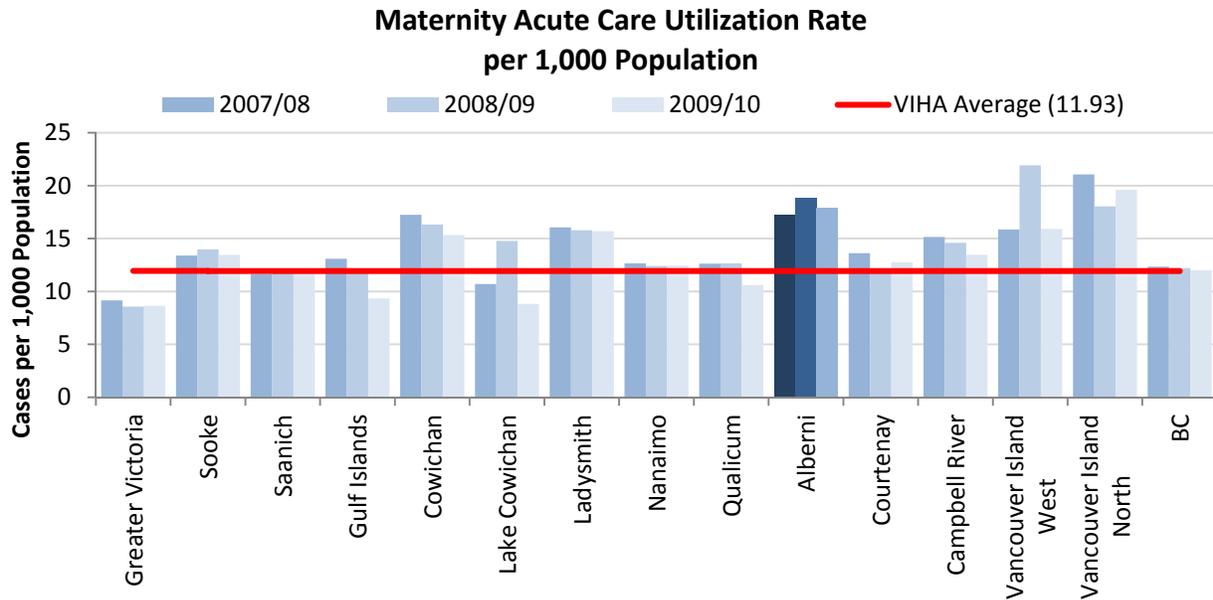
<sup>6</sup> Source: Quantum Analyser

### Medical Acute Care Utilization Rate per 1,000 Population



### Surgical Acute Care Utilization Rate per 1,000 Population





**Top 10 Inpatient Cases for Alberni Residents by Case Mix Group**

Top 10 Inpatient Case Mix Groups	Cases	Days	ALC Days	RIW
Vaginal Delivery, No Other Intervention	165	333	0	79
Convalescence	125	2880	1723	386
Viral/Unspecified Pneumonia	76	687	200	129
Antepartum Disorder treated Medically	71	165	0	33
Chronic Obstructive Pulmonary Disease	70	848	260	120
Symptom/Sign of Digestive System	68	258	0	39
Depressive Episode without ECT	66	496	162	84
Unilateral Knee Replacement	65	224	0	97
Myocardial Infarction/Shock/Arrest without Cardiac Catheter	63	305	61	62
Non-severe Enteritis	61	202	0	30

**Top 10 Day Cases for Alberni Residents by Case Mix Groups**

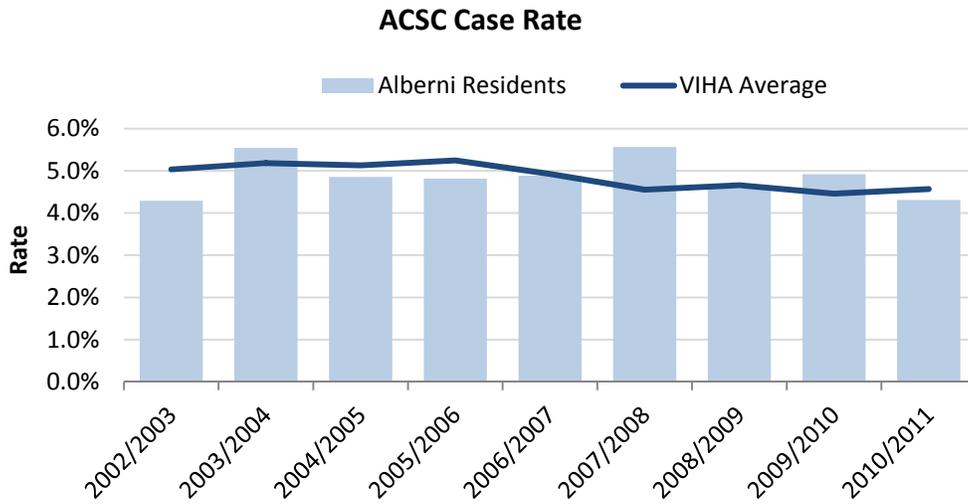
Top 10 Day Case Mix Groups	Cases
Lens Extraction/Insertion	375
Minor Lower Gastrointestinal Intervention	203
Esophagitis/Gastritis/Miscellaneous Digestive Disease	148
Closed Knee Intervention except Fixation without Infection	109
Diagnosis Not Generally Hospitalized	103
Symptom/Sign of Digestive System	87
Disease of Oral Cavity/Salivary Gland/Jaw	77
Minor Intervention on Upper Urinary Tract, External/Per Orifice Approach	73
Follow-Up Treatment/Examination	66
Dilation & Curettage/Other Minor Intervention on Uterus	65

**Total Cases and Days for Alberni Residents by Major Clinical Category**

Major Clinical Categories	Cases	Days	ALC Days
D&D Digestive System	476	3046	365
Pregnancy & Childbirth	431	1070	0
D&D Circulatory System	419	2469	207
Significant Trauma, Injury, Poisoning & Toxic Effects of Drugs	371	1765	130
D&D Respiratory System	277	2546	523
Mental D&D	233	4146	1624
D&D Musculoskeletal System & Connective Tissue	227	1114	17
Other reasons for hospitalization	220	4419	2017
D&D Kidney, Urinary Tract & Male Reproductive System	205	1162	203
D&D Nervous System	154	2228	843
D&D Female Reproductive	142	351	0
D&D Ear, Nose Mouth & Throat	117	426	15
D&D Hepatobiliary System & Pancreas	110	664	81
D&D Skin, Subcutaneous Tissue & Breast	96	1066	381
D&D Blood & Lymphatic System	77	571	12
D&D Endocrine System, Nutrition, Metabolism	75	599	250
Multisystemic of Unspecified Site Infections	61	545	14
Newborns & Neonates with conditions originating in the perinatal period	20	123	2
Burns	7	47	0
D&D Eye	<5	5	0
Miscellaneous CMG & Ungroupable Data	<5	19	0
<b>Total</b>	<b>3730*</b>	<b>28381</b>	<b>6684</b>

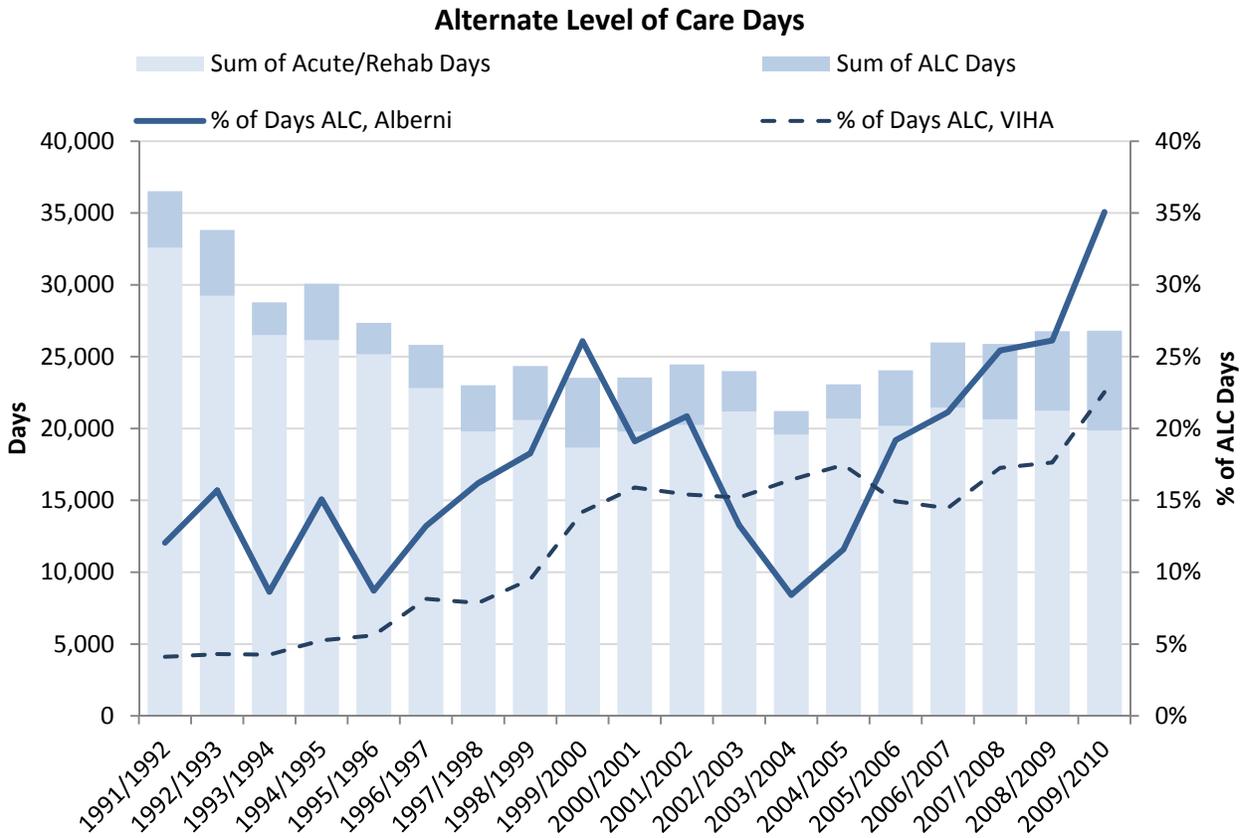
\*Total rounded to the nearest 10.

**Ambulatory Care Sensitive Conditions (ACSC) Case Rate**



Source: IDEAS, VIHA. Only includes VIHA facilities.

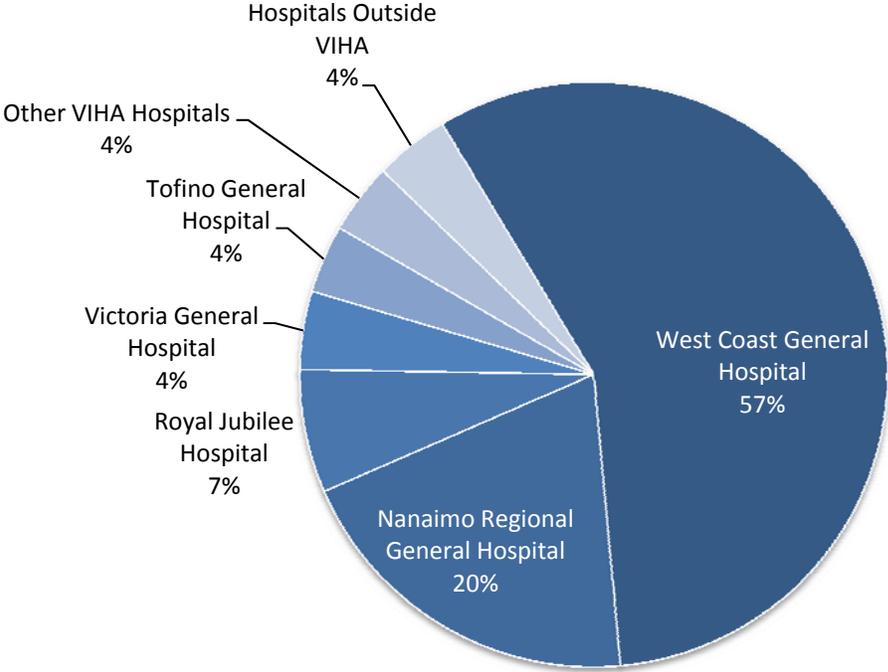
**Alternate Level of Care (ALC) for Alberni Residents**



Source: Quantum Analyzer, Discharge Abstract Database

Where Residents Receive Hospital Care

### Alberni Resident Cases by Hospital



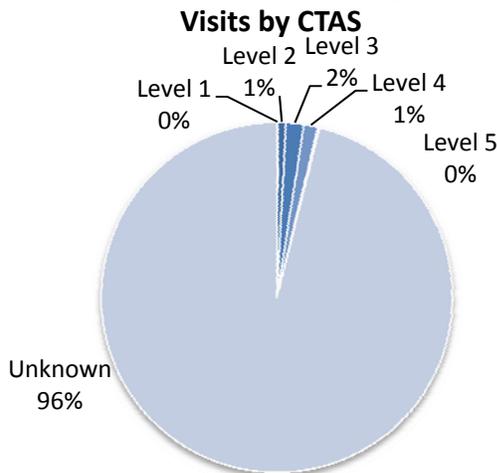
## 6.2 Emergency Visits by Residents, 2011

### Key Notes:

- Of the 23,118 emergency visits by Alberni residents in 201/11:
  - 85% were at West Coast General Hospital;
  - 23.6% were for individuals aged 60 years and older.
- More visits occurred on Fridays and Saturdays than on other days for Alberni residents, and they had a lower proportion of visits on Sundays and on Tuesday compared to VIHA as a whole.
- The proportion of Alberni residents less than 50 years old receiving emergency services was higher than VIHA as a whole.
- Compared to VIHA as a whole, Alberni residents made more visits to emergency services per population.

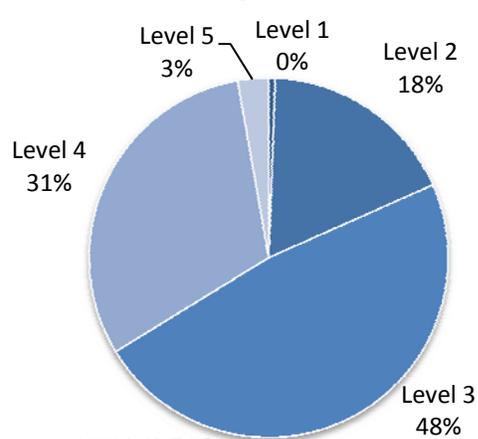
### Emergency Visits by Alberni and VIHA Residents by CTAS<sup>7</sup> Level

#### Alberni Residents' Emergency



Source: VIHA IDEAS

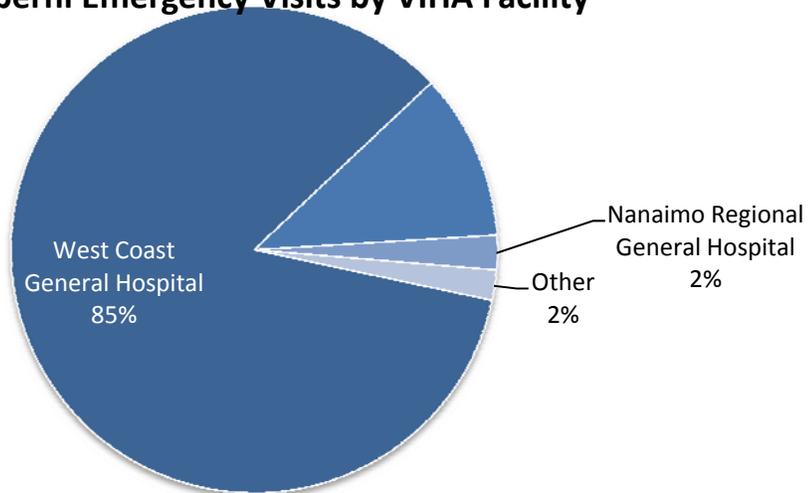
#### VIHA Residents' Emergency Visits by CTAS



Source: VIHA IDEAS

### Where Residents go for Emergency Visits

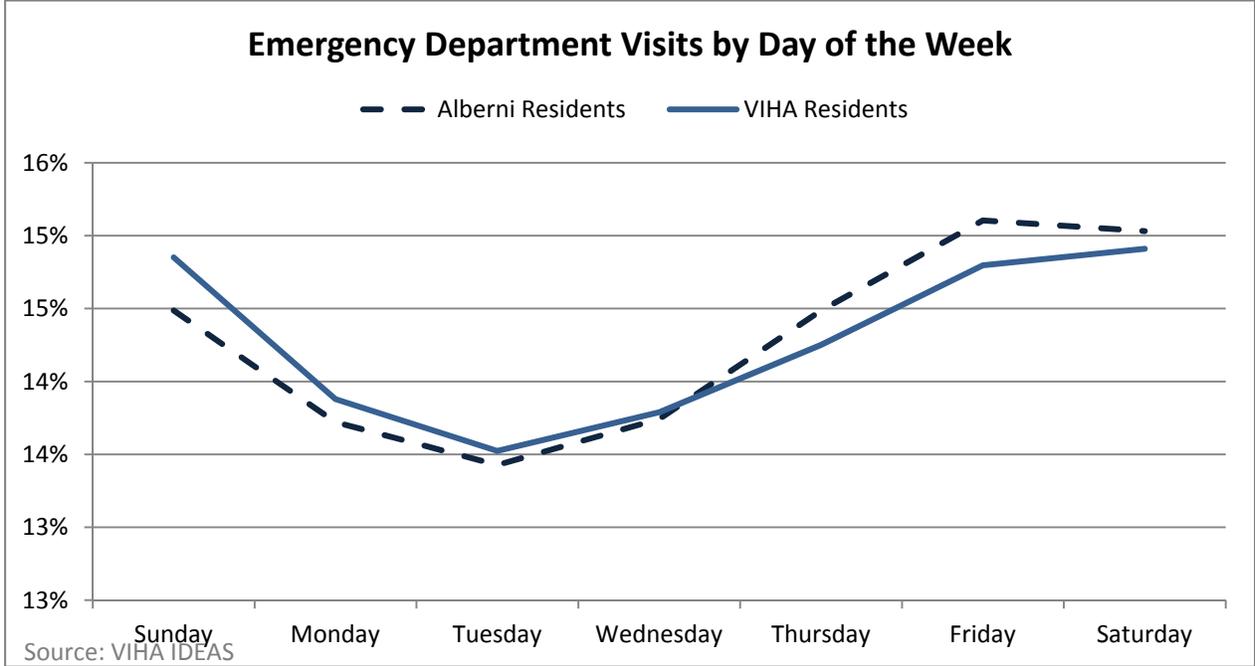
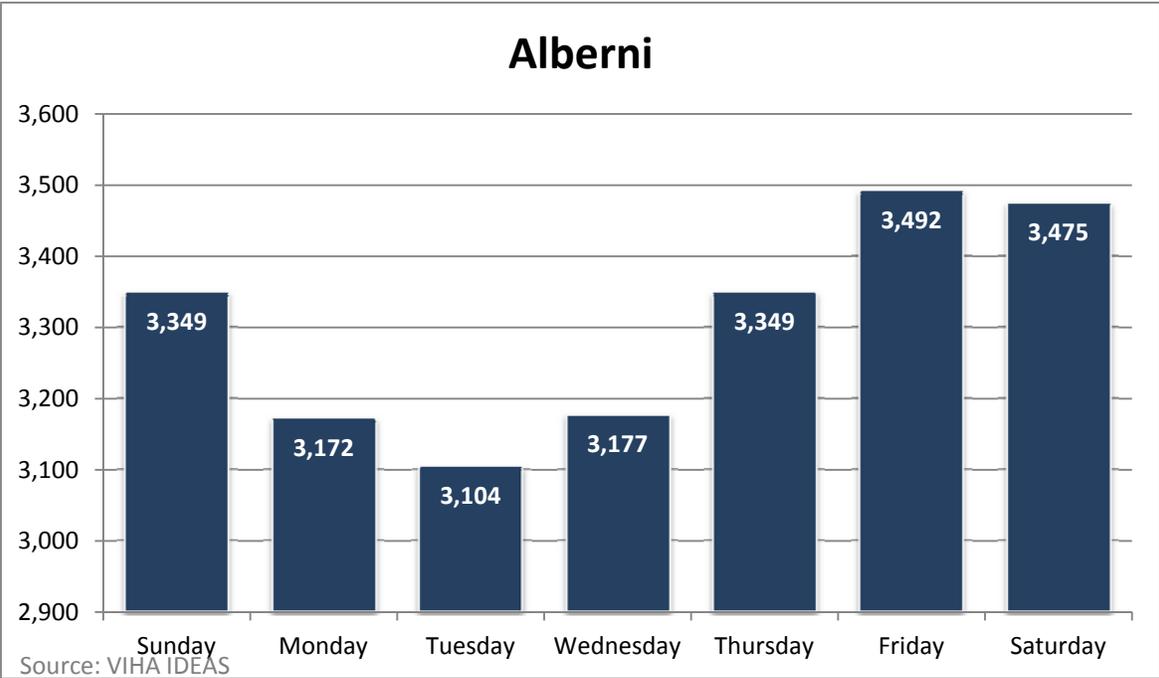
#### Alberni Emergency Visits by VIHA Facility



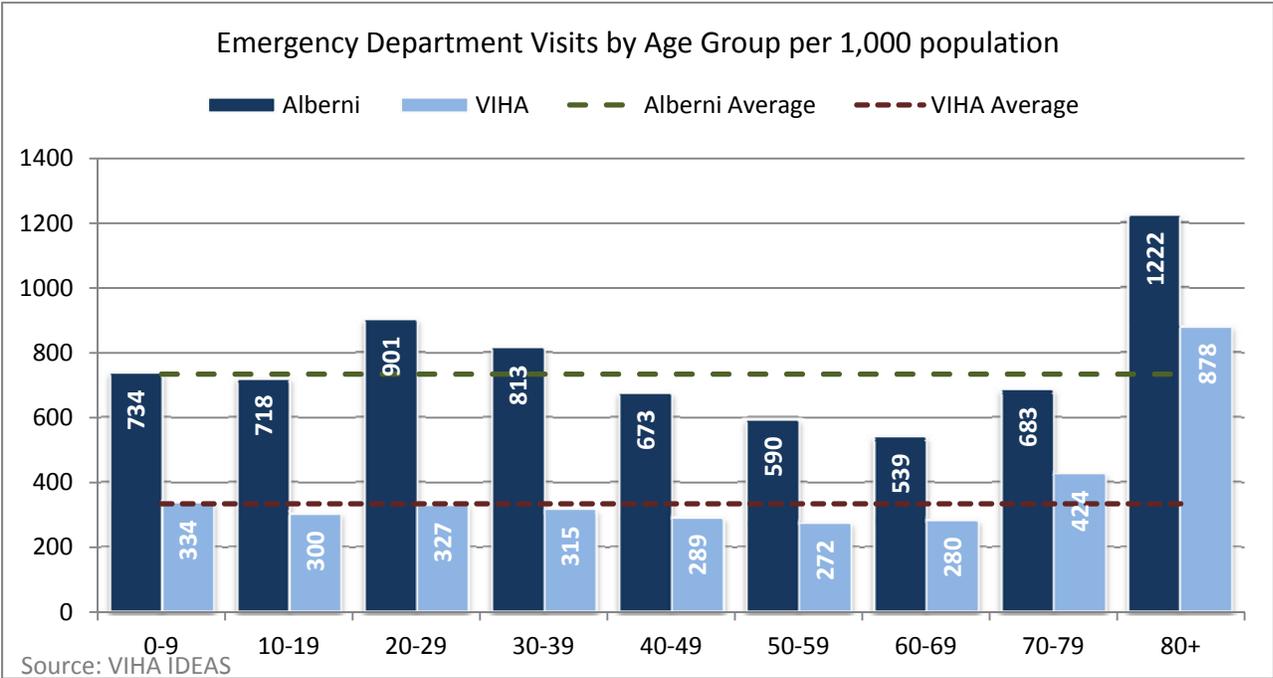
Source: VIHA IDEAS

<sup>7</sup> Canadian Emergency Department Triage & Acuity Scale. Level 1 is the most severe and categorized as resuscitation, Level 5 is the least severe and categorized as non urgent.

Emergency Visits by Residents by Day of the Week



Emergency Visits by Alberni and VIHA Residents by Age Group of Patient



# Fact Sheet



## Regional Innovation Chair, Tourism & Sustainable Rural Development

### BC Regional Innovation Chairs (RICs):

- A program of the BC provincial government through the Leading Edge Endowment Fund;
- Aimed at BC's regional and "special purpose" universities (complements the BC Leadership Chairs at BC's research-intensive universities);
- Purpose is "to support research, development and innovation that will bolster regional economic and social development";
- Each chair received a \$1.25 million initial endowment, which must be matched from other sources and supports the salary and activities of the chair.

### VIU's RIC in Tourism & Sustainable Rural Development:

- Rural and remote communities in BC are experiencing economic shifts due to transitions in resource based sectors and growth in service and knowledge sectors.
- Given the rich natural and cultural resources in the province, tourism, recreation, arts and culture are being explored as potential ways to diversify rural economies.
- Tourism is highly competitive and labour-intensive, and small/rural communities often need support with respect to research and expertise to guide their efforts;
- The current chair, Nicole Vaugeois (PhD Tourism Planning and Development):
  - Works in cooperation with communities and organizations that need information to guide policy and planning decisions but lack research capacity;
  - Links research to teaching and training programs to build the workforce and research capacity in areas most relevant to rural regions;
  - Creates and fosters links among BC academic institutions and stakeholders in the rural regions.

### The need:

- VIU needs to build the chair's endowment to make this work sustainable and provide communities with a support structure that is ongoing, stable and reliable.

### Contact for more information:

Julie Keenan  
Director, Advancement & Alumni Relations  
Vancouver Island University  
250.740.6602  
[Julie.Keenan@viu.ca](mailto:Julie.Keenan@viu.ca)

Nicole Vaugeois, PhD  
BC Regional Innovation Chair,  
Tourism & Sustainable Rural Development  
250.753.3245 ext. 2772  
[Nicole.Vaugeois@viu.ca](mailto:Nicole.Vaugeois@viu.ca)  
<http://ruraltourismdevelopment.blogspot.ca/>

# Regional Innovation Chair in Tourism & Sustainable Rural Development

## CASE FOR SUPPORT: REGIONAL RURAL REVITALIZATION

Vancouver Island University (VIU) has a mandate for applied research in areas that are of regional importance. In cooperation with Thompson Rivers University, which has a similar mandate, VIU has created a Regional Innovation Chair (RIC) to foster rural revitalization through sustainable rural tourism. This initiative provides information, innovative ideas and insights to help Regional Districts and their member communities best utilize their natural and cultural amenities to bring in new revenue through tourism and benefit local residents.

The provincial RIC program provides ongoing support to rural regions of BC. To achieve long-term stability and continuity for each Chair's activities, matching funds from community partners are required. By contributing to the support of the RIC, BC's rural communities can rely on continued access to the benefits produced by the Chair that would not be affordable for individual communities on their own. This also encourages a collaborative, regional approach working within existing structures to solve common problems and bring about needed change.

## WHAT THE CHAIR OFFERS

As the hub of an integrated applied research and training program, the RIC supports evidence-based policy and service development with:

- Access to academic and market research expertise (220 undergraduate and 20 graduate students training to do applied research and seeking community projects, with the oversight of a PhD-level supervisor);
- Linkages to an established network of public and private sector stakeholders, thought leaders and specialists;
- Access to specialized databases, survey reports and other research tools; and
- Advanced training and education opportunities for community leaders and professional staff.

In operation since 2008, the RIC has a well-established track record of responding to the research needs of rural communities, and introducing new models and approaches to communities in need of revitalization. Examples of recent activities include:

- Ongoing study of the long term benefits of young adult engagement in rural immersion activity;
- A series of "How-To" manuals ranging from community signage to tourism packaging and visitor research;
- Annual case studies and tourism audits;
- Workshops for community leaders and presentations as an invited speaker at events and conferences (topics included economic development, amenity-based rural development, visitor research and signage);
- Research/training opportunities in rural areas (three graduate projects, six undergraduate projects and 32 applied research placements in the 2011/12 academic year);
- With partners at TRU and UNBC, developed and populated a new Rural Tourism Web Portal.

Attracting families to live and work in rural areas is an important part of building healthy communities and creating a resilient labour force. On a regular basis the activities of the Chair bring in young professionals and post-secondary students to experience BC's rural regions. Only some will choose to remain, but all will become better equipped to understand and appreciate the realities of rural life. Those who become policy makers, decision makers and entrepreneurs will be able to bring the rural perspective into many other arenas that affect those realities.

## FINANCING THE WORK OF THE CHAIR THROUGH AN ENDOWMENT

In accordance with the terms of the province's RIC program, long-term support for the work of the chair is intended to be provided through income from the Chair's endowment. An endowment of this sort is a form of "charitable purpose trust".

Contributions to a charitable purpose trust are held in perpetuity, and income can be disbursed only for the purposes defined when the trust was established. Neither the donor nor the trustee can vary the terms of the trust after the fact. The Vancouver Island University Foundation manages many such endowments on behalf of VIU, guided by an endowment management policy. All endowed funds are held in a pooled fund account with an investment management firm as selected by the Board.

In accordance with the endowment management policy, the disbursement rate for all endowments is established annually by the Board with advice from VIU Finance Department and VIU Foundation's Finance Committee. In order to maintain the value of the endowment fund over time, the rate is based on the lesser of average investment earnings in the previous three years and future projections for the next year as determined by the investment management firm(s).

In addition to endowment disbursements, other sources that support the chair's work include grants, contributions from VIU, contributions from partners and income from contracts.

## EVALUATION AND ACCOUNTABILITY

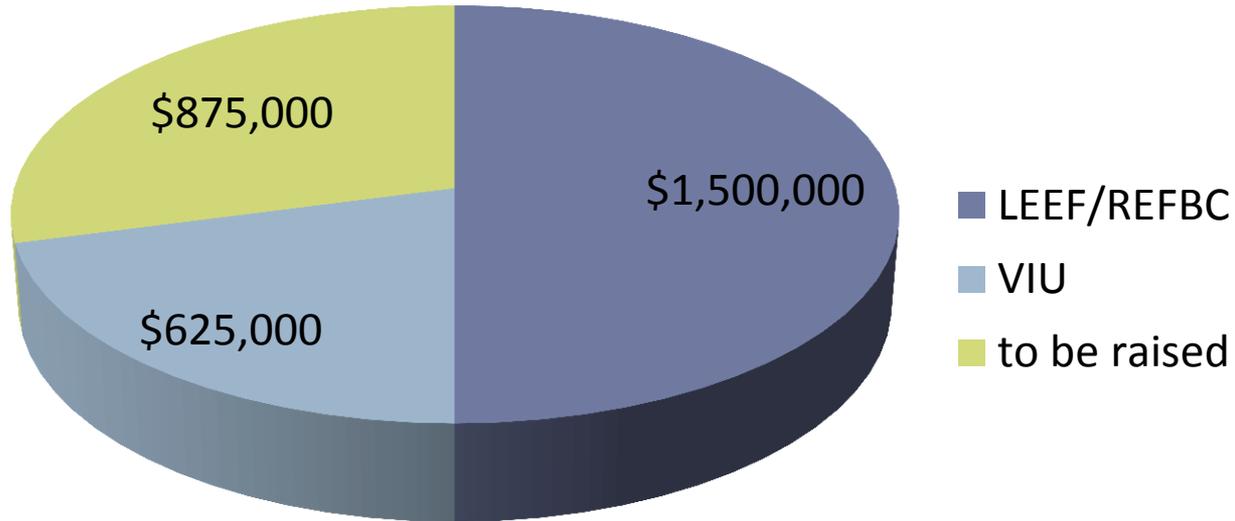
An important part of the RIC's responsibility is regular evaluation and reporting to funders of all activities. Please see the attached sample report.

## NAMING OPPORTUNITIES

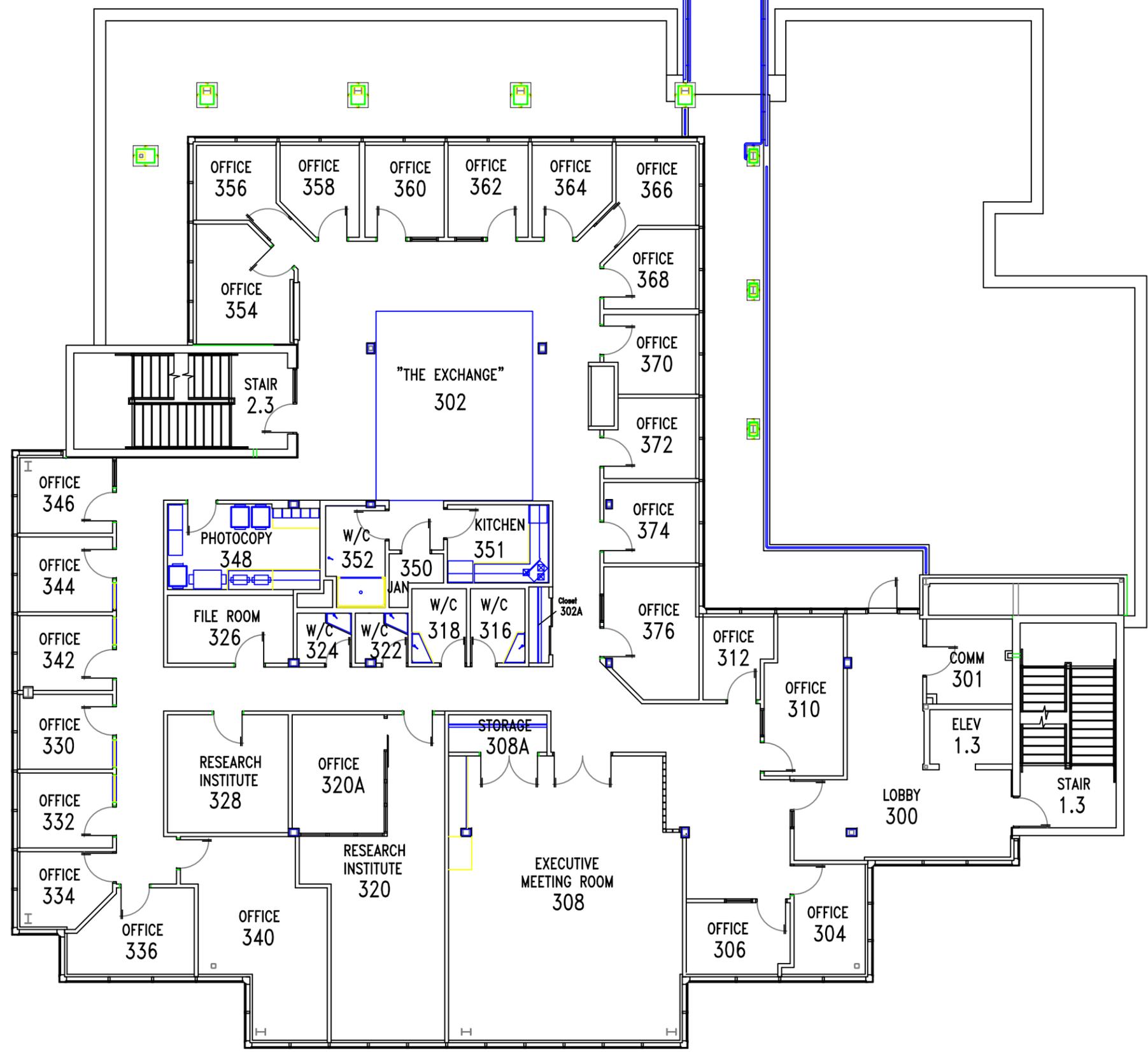
As part of our donor recognition program we are pleased to offer naming opportunities on a first come first served basis as listed below.

Named Chair in Tourism & Sustainable Rural Development	\$1,250,000 (\$250,000/year for 5 years)
Tourism & Sustainable Rural Development Research Lab	\$250,000 (\$50,000/year for 5 years)
Tourism & Sustainable Rural Development Research Office	\$150,000 (\$30,000/year for 5 years)
Named student fellowships (5)	\$125,000 (\$25,000/year for 5 years)
Named Tourism & Sustainable Rural Development lecture series	\$75,000 (\$15,000/year for 5 years)

## VIU Vision – Supporting Sustainable Rural Development



	LEEF, BC Real Estate Foundation	VIU contribution	to be raised
■ dollars	\$1,500,000	\$625,000	\$875,000



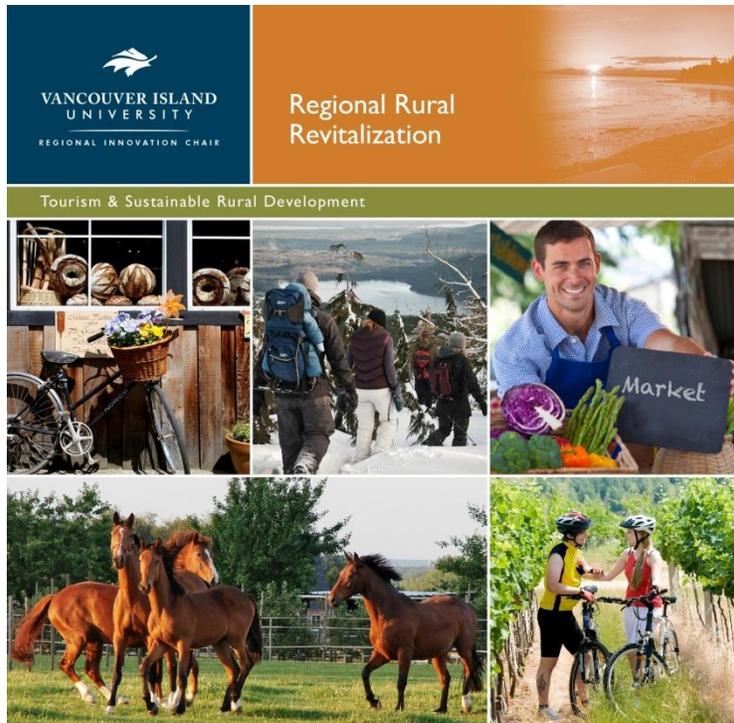
BUILDING NAME AND NUMBER  
 FACULTY of MANAGEMENT  
 CENTRE  
 BLDG 250

FLOOR  
 THIRD FLOOR

DRAWING NAME  
 ARCHITECTURAL

REVISION DATE  
 APRIL 2006

SCALE 1:150	PAGE NUMBER 250.3
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## Supporters and Partners

### VIU's Regional Innovation Chair in Tourism & Sustainable Rural Development

*Vancouver Island University*  
*Thompson Rivers University*  
*Vancouver Island University Foundation*  
*Leading Edge Endowment Fund*  
*Real Estate Foundation of BC*  
*World Leisure Organization*  
*Rural Development Institute*  
*University of Northern BC*

# Short report on 2011-2012 activities for the BCRIC in Tourism and Sustainable Rural Development

Dec 9, 2011

## Recent Activity:

I have taught two courses this fall in the new MA Sustainable Leisure Management – “*Paradigms and Principles of Sustainability*” and “*Case Studies*”. The Case studies course was used to take the graduate students into the field to conduct a “**Gap Analysis of the Pacific Marine Circle Route**” based on a request by the Mayor of Lake Cowichan – Ross Forest and the Cowichan Watershed Board (two which I am a special advisor). The report is being completed and a presentation was made to the Watershed Board on November 3).

I was also teaching the TRMT 357: Advanced Research Methods course for 28 3<sup>rd</sup> year students. This involved supporting **6 research teams** in projects such as:

- a. **Trail Usage Study** – working for the RDN, we developed a system to obtain ongoing trail user data to provide Joan Micheal, Parks Planner, with information for decision making. Report will be out Dec. 12 and shared with Joan and other RDN staff.
- b. **Cowichan Wine and Culinary Festival** – working for the organizers of the Festival and Cowichan Economic Development I had a team of 7 students conduct a study on visitor experience. Presentation has been shared and report coming out Dec. 12 for the organizers.
- c. **Long term impacts of rural extension activity** – working with two students to follow up with participants from rural immersion activity since 2005 to gauge the impact on their career. Planning to share this in a journal as a follow up to a previous publication.
- d. **Community Branding Study** – working with four students to do content analysis on a sample of 20 mid sized BC communities websites, looking particularly at their branding. This will be shared via social media and in report format.
- e. **Sustainable marketing communications in adventure tourism** – working with four students to assess to what extent two sectors of adventure based tourism (skiing and wildlife viewing) are communicating their commitment to sustainability via the web. This will be shared with the Wilderness Tourism Association and via social media.
- f. **Parking for students with disabilities at VIU** – supporting two students to enhance parking for students with disabilities. They have done observation research, interviews with staff and secondary document analysis to propose recommendations for VIU. This was shared this week with positive reviews and they have been invited to share with a wider audience.

## Graduate student supervision:

Supervising : a) **Erin Heeney**, MA SLM at VIU who is looking at the mutual gaze of hosts/visitors in the Caribbean context, b) **Marc Sorrie**, MA SLM at VIU who is looking at extracting factors for success in the development of route tourism, and d) **Martin Pariseau** MA SLM, who is looking at earth systems theory in the school system. I am also on the PhD committee for **Masuruli Masuruli** at UVic who is looking at community/protected area relations in Tanzania.

### Other studies:

- **Protected Areas and Poverty Reduction Project** – as part of the applicant team, I have been supervising the development of a Blog to enhance the mobilization of knowledge around the PAPR project. We expect to launch this in January. I am also involved in governance/admin with the VIU team including Grant Murray, Rick Rollins and Ken Hammer.
- **Chemainus Visitor Study** – My summer work op completed her analysis on visitors to the Chemainus area this summer and shared that with the Business Improvement Association this month.

### Recent knowledge mobilization:

- **Webinar** – the BC Healthy Living Alliance asked me to contribute to a webinar in November to share examples of small communities that have invested in healthy living. I profiled some of my work for the Feds on amenities and then profiled the trail system in the CVRD as an example.
- **BC Rural Tourism Portal** – I have a work op student helping to populate the new BC Rural Tourism Portal, an initiative between TRU, VIU and UNBC. We expect to launch this in the new year to coordinate knowledge on rural tourism development in BC.
- Presentation to the **Canadian Rural and Cooperatives Secretariat** on the results of the “Preparing for Amenity Based Rural Development Project” completed in April 2011.

### Governance:

- I was recently elected onto the **Board of the Canadian Rural Revitalization Foundation**, so will work with colleagues at a national level . I also activity contribute as a member of the Canadian Rural Research Network.
- I am continuing to contribute on the new **Economic Development Commission** for Nanaimo on the Tourism Strategy Committee.
- I have been contributing to the **BC Tourism Labour Market Research Project** on the research team. Our work is almost complete with the strategy to be released this spring.
- I serve as a member of the **Knowledge Mobilization Partnership** project with the Ministry of Jobs, Tourism and Innovation.

### Upcoming activities:

#### *Abstracts have been submitted to:*

1. The **BC Rural Network Conference** in Grand Forks June 8-10 to do a workshop on the identification and assessment of rural amenities – awaiting approval
2. The **Horses, Tourism and Leisure International Symposium** in Saumur, France May 9-11 – submitted an assessment of Equestrian tourism in BC.

#### *Abstracts will be submitted for:*

1. The **Interdisciplinary Tourism Research Conference** in Turkey, April 24-29 where I plan to present the work on the Pacific Marine Circle Route with Grad students.
2. The **International Rural Sociology** Conference in Lisbon, July 29-August 4
3. The **International Travel and Tourism Research Conference** – June 17-19 in Virginia Beach

#### *Papers I am working on include:*

- The “homogeneity dilemma” a policy paper on the ineffectiveness of one size fits all policies in rural areas
- Mentorship of undergraduate research – based on my observations and praxis with five years of work with undergraduate research placement activity

- The sharing of the Rural Amenity Typology developed for the Federal Government – which has to wait until they release the full report which is expected this spring.
- The Ministry of Jobs, Tourism and Innovation has asked me to work with them on the development of an updated “BC Signage Manual” to build on my original work (with Chrystal Stone) from 2007. I expect this work to commence this spring.

### **Projects I am seeking funding for:**

1. Work on the nature of lifestyle entrepreneurship in rural communities – likely with partnerships with the Ministry of Jobs Tourism and Innovation
2. Funding to continue work with the Pacific Marine Circle Route to address gaps identified in the research this fall. Looking at Vancouver Foundation.
3. Amenity Based Rural Development in the Southern Gulf Islands – trying to do a fieldschool linked to ABRD in the Gulf Islands context in the spring of 2012 with students. Looking at the BC Real Estate Foundation and Canada’s Rural and Cooperatives Secretariat.
4. World Leisure Center of Excellence – seeking longer term funding to solidify the World Leisure Center of Excellence.

### **World Leisure Center of Excellence**

Supervising two research assistants to utilize the SSHRC funding and develop a strategic plan for the WLCE here at VIU. The position paper was recently completed and the spring will be used to move forward on recommendations, position the center and apply for appropriate funding.

### **Final notes:**

The fall academic term has mostly been spent teaching and supporting undergraduate and graduate student research activity. This has enabled me to work closely with a variety of community/regional stakeholders. I have been able to share and contribute provincially and nationally through webinar type work and through engagement with governance of various organizations. The spring will be spent writing papers, sharing with audiences in various conferences, supporting the development of the new WL center, and obtaining funding to fit the research priorities identified to date.

**Subject:** FW: 13 01 09 ACRD Trans Shipment SUPPORT letter draft  
**Attachments:** 13 01 09 ACRD Trans Shipment SUPPORT letter draft.docx

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**From:** David McCormick [<mailto:DMcCormick@alberniport.ca>]  
**Sent:** Wednesday, January 09, 2013 11:00 AM  
**To:** Wendy Thomson  
**Cc:** Russell Dyson; Zoran Knezevic  
**Subject:** 13 01 09 ACRD Trans Shipment SUPPORT letter draft

Hi Wendy,

You may be aware of the Port's efforts to develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet. We are seeking community support for this initiative. Zoran brought this request to this morning's Mayor's Breakfast meeting. Attached, for ACRD consideration, is a draft template letter of support. We'd greatly appreciate if this could be brought to the RD Board for signature by the Chair OR if Russell could sign on their behalf.

Thanks!

Dave

January 9, 2013

Zoran Knezevic, CEO / Port Manager  
Port Alberni Port Authority  
2750 Harbour Road  
Port Alberni, BC, V9Y 7X2

Dear Zoran,

Re: Container Trans Shipment Short Sea Shipping Terminal Support

On behalf of the Alberni-Clayoquot Regional District (ACRD) I offer you our support towards the Port Alberni Port Authority's initiative to develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet.

The entire Regional District that includes Bamfield, Port Alberni, Tofino, Ucluelet and points in between once thrived from the economic activities of our area's natural resources, primarily forest-related products. It was that industry's products such as pulp, paper, plywood and finished lumber that once kept the port's shipping terminals extremely active and our communities prosperous. Unfortunately, the structural changes in the forest industry throughout Coastal British Columbia have seen significant declines in this economic activity in Port Alberni; especially. As a result, the Port Authority's shipments have dramatically decreased with the vast majority of products shipped being raw logs.

However, the ACRD is a creative, dynamic and resilient region. Everyone is working together to diversify our economy while exploring modern opportunities to capitalize on our traditional strengths. The Port Authority is a leader in this effort through its initiative to develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet. During construction this project would create thousands of jobs, similar in number to those projected for the proposed Terminal 2 at Roberts Bank. These jobs are much needed jobs for our area trades people and youth currently being trained in the trades who are otherwise leaving the region and province for jobs in Alberta. Operations of such a terminal would maintain hundreds of other highly skilled, technical trades and management jobs. The spin offs of such jobs and economic output would be significant. For a community like Port Alberni, in particular, and the impacts that would be felt throughout the region such outcomes are all the more valuable. We look forward to doing all we can to support the Port Authority achieve this goal as not only those we directly represent will benefit but the entire community, region, province and country.

Please feel free to forward this letter to any individual or organization as a symbol of the community's support for this project.

Sincerely,

Cindy Solda, Chair



SERVING REGIONAL DISTRICTS AND  
TERRITORIAL COUNCILS ON THE  
PACIFIC COASTAL WATERSHED SINCE 1993

October 25<sup>th</sup>, 2012

Chair and Members of the Board of Directors  
Regional District Name  
Address  
City, British Columbia  
CANADA Code

**Subject: 2013 Subscriptions and Board of Directors**

We have consulted with Chairs and CAO's, we have taken your suggestions and we are now ready to move forward with a reconstructed Network to serve communities on the coast.

- 1. www.coastbc.org:** Please send us the email of the person responsible for your communications so that we can provide the access to the rebuilt web site. Take your investment in web based communications and multiply it by another 157 communities and help drive traffic to your community.
- 2. Directors:** The articles of incorporation call for each Regional District to name their appointee to the Network Board of Directors. Please send us the name of your appointee. In a perfect world, all Directors would be the Chairs of their respective Boards. Commitments would include participation at UBCM and your Area Association meetings plus one or two conference calls.
- 3. Area Municipalities:** As per the articles, area municipalities and local aboriginal government leaders can participate directly in the Network for an annual subscription fee of \$600. That's \$50.00 a month. The only difference is that Associates do not serve on the Board of Directors.
- 4. Annual Subscription Revised for 2013:** Please place this request on budget discussions for early approval so that the Network can pay to organize Coastal Forums as part of the three coastal area associations within UBCM [AVICC, NCLGA, LMGA]. Our mandate is to ensure that coastal communities are kept informed on issues and opportunities associated with life on the coast. Each Forum is an opportunity to share positions and identify key areas of common concern.
- 5. Business Approach:** Community leaders told us they value the ability to share information and communications. Therefore, we don't need a full-time staff component or bricks and mortar. Our total budget for 2013 is \$55,000 to cover travel and accommodations and a part-time contract with 1 person to management Network affairs. Any additional funds derived from subscribers will be applied to improving communications between elected leaders from local and aboriginal governments on the coast.

If you have any questions, please contact anyone on the list attached and they would be pleased to assist.

Yours truly,  
Coastal Community Network

Tony Bennett  
Chair, Local Governments on the Coast  
Long Beach Area Director, Alberni Clayoquot Regional District

### Coastal Community Network Board of Director Candidates 2013

[Inaugural meeting December 2012]	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
Harry Nyce	Chair	Kitimat-Stikine Regional District
Greg Moore	Chair	Metro Vancouver Regional District
Al Huddleston	Chair	Mt. Waddington Regional District
Joe Stanhope	Chair	Nanaimo Regional District
Colin Palmer	Chair	Powell River Regional District
Barry Pages	Chair	Skeena-Queen Charlotte Regional District
Susie Gimse	Chair	Squamish-Lillooet Regional District
Craig Anderson	Chair	Strathcona Regional District
Garry Nohr	Chair	Sunshine Coast Regional District

#### 1. Values, Victories and Returns on Investment

- The Network does not represent coastal local and aboriginal governments, but it does serve as a single window of contact, assessment and referral, saving all administrators and elected politicians time and ensuring that urgent and emergent subjects are brought to the attention of those that can resolve them.
- Connected coastal communities to more than 50 consultation processes on provincial, federal and private sector initiatives relaying information back to communities for decisions;
- Hosted more than 12 regional conferences focused on resolving coastal issues and engaging in coastal opportunity development;
- Brought both local and aboriginal government representatives together to collaborate on resolving common issues and communicating them back to municipal and aboriginal associations and senior governments across 5 regional association jurisdictional boundaries;
- Assembled coastal parliamentarians, a non-partisan group of Elders, MLA's, MP's and Senators who represent people on the coast;
- Contributed to the decisions to maintain manned lighthouses on the west coast;
- First point of contact for provincial and federal department staff for referrals reducing time sensitive inquiries to administrators;
- Invests time in the only organization that makes decisions on the "Fair Share" of resource based revenues [Groundfish Development Authority];
- Physically supported all five coastal regional districts as they represented their constituents in the 3 year Pacific North Coast Integrated Management Area Planning process which will eventually impact marine planning processes for the west coast Vancouver Island, Salish Sea and waterfronts in Metro Vancouver and Metro Victoria;
- Providing regional district and area municipal elected people who understand how local and aboriginal governments work to the:
  - Fisheries & Oceans Canada Groundfish Integrated Advisory Board [GIAB]
  - Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] In-season Hake Advisory Committee [IHAC];



- Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] , Groundfish Special Industry Committee [GSIC]; and;
- Fisheries and Oceans Pacific Integrated Commercial Fisheries Initiative [PICFI].

## 2. Proposed Budget for 2013

**2.1 Host 4 Coastal Forum** sessions at AVICC, NCLGA, LGMA, First Nation Summit and UBCM including Annual General Meeting estimated at \$4,000.00 each for a total of \$20,000. Charges to this account include travel and accommodation for Network Manager, Registration charges to municipal and aboriginal government associations. ....\$20,000

**2.2 Contract management of Network** issues, opportunities, consultation, representation, and website proposed at \$2,000 a month .....\$24,000

**2.3 Administration costs** associated with project oriented travel, consultation, telephone and general administration charges .....\$10,000

**Total Base Budget** .....\$54,000

## 3. Proposed Subscription Schedule for 2013

The Board of Directors is mindful that not all Regional Districts will be able to participate in 2013. Therefore the budget will need to be revised based on the number of Regional Districts and Associate Subscriptions that can be raised in January.

The new charge based on budget needs reflect the following:

Associate individual elected or formerly elected | .....\$120 = \$10 a month  
 Associate and elected organizations under 10,000 population | .....\$600 = \$50 a month  
 Members with populations under 200,000 | ..... \$3600 = \$300 a month  
 Members with populations over 200,000 | ..... \$7200 = \$600 a month

2013 Coastal Community Network Baseline Subscription Rates						
Name	2011 Revenue	2011 Population	Revenue per capita	% of Region	Budget Target \$PC	Fair Share
Central Coast Regional District	\$1,179,462	4,000	294.86	.12	50.40	\$600
Mt. Waddington Regional District	\$5,290,493	12,034	439.63	.37	155.40	\$3600
Skeena-Queen Charlotte Regional District	\$5,303,040	19,482	272.20	.59	247.80	\$3600
Powell River Regional District	\$6,293,387	20,525	258.36	.62	260.40	\$3600
Alberni Clayoquot Regional District	\$16,408,063	28,829	569.15	.87	365.40	\$3600
Sunshine Coast Regional District	\$32,830,911	30,357	1081.49	.91	382.20	\$3600
Kitimat-Stikine Regional District	\$13,000,000	39,702	327.43	1.20	504.00	\$3600
Squamish-Lillooet Regional District	\$19,498,017	41,379	471.20	1.26	529.20	\$3600
Strathcona	\$9,849,139	42,771	230.28	1.29	541.80	\$3600



2013 Coastal Community Network Baseline Subscription Rates						
Name	2011 Revenue	2011 Population	Revenue per capita	% of Region	Budget Target \$PC	Fair Share
Regional District						
Comox Valley Regional District	\$37,010,649	58,824	629.17	1.77	743.40	\$3600
Cowichan Valley Regional District	\$48,229,019	80,332	600.37	2.43	1020.60	\$3600
Nanaimo Regional District	\$67,944,096	150,632	451.06	4.55	1911.00	\$3600
Capital Regional District	\$167,194,819	376,222	444.40	11.37	4775.40	\$7200
Metro Vancouver Regional District	\$ 640,296,704	2,404,911	266.24	72.65	30513.00	\$7200
Totals	1,070,327,799	3,310,000	345.37	100	42000.00	\$54600.00



Name   Term	Organization and Business Address	Officer   Title	Phone	Facsimile
<b>Tony Bennett</b> Electoral Area C Director Long Beach	Alberni Clayoquot Regional District 1420 Port Albion Box 595 Ucluelet, BC CANADA V0R 3A0	<b>Co-Chair Local Government</b> tonben1@telus.net	Bus (250) Cell (250) Res (250) 726-1224	(250) 726-1225
		<b>Co-Chair Aboriginal Government [Vacant]</b>		
<b>Des Nobles</b> Area Director Skeena Queen Charlotte	Skeena-Queen Charlotte Regional District 100 1st Avenue East Prince Rupert BC CANADA V8J 1A6	<b>Vice Chair</b> dnobels@citytel.net	Res (250) 627-1859	<b>Des Nobles</b> Area Director Skeena Queen Charlotte
<b>Al Huddleston</b> Regional Chair	Regional District of Mt. Waddington P.O. Box 729 – 2044 McNeill Road, Port McNeill, B.C. CANADA V0N 2R0	<b>Treasurer</b>	Bus (250) 956-3301 Cell (250) Res (250)	(250) 956-3232
<b>Bill Irving</b> Mayor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	<b>Corporate Secretary</b>	Bus (866) 870-4190 Res (250) 720-1518	(250) 479-7104
<b>Dario Coralazzoli</b> Councillor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	<b>Network Representative</b> pacificrim@ukeecable.net	Bus (250) 726-7728 Cell (250) Res (250)	(250) 726-7335
<b>Dianne St. Jacques</b> Retired Mayor	Fletchers Cove B&B 2305 Pacific Rim Highway, Box 402, Ucluelet, BC Canada V0R 3A0	<b>Network Representative</b> saints@alberni.net	Bus (250) 726-7074 Cell (778) 440-1325 Res (250) 735-8683	
<b>Harold Steves</b>	City of Richmond	<b>Network Representative</b>		
<b>Jack Mussallem</b> Mayor, Prince Rupert	City of Prince Rupert 424 3rd Ave West Prince Rupert, BC CANADA V8J 1L7	<b>Network Correspondent</b> executiveassistant@princerupert.ca	Bus (250) 627-0930	
<b>Brian Lande</b> Areas Director Central Coast RD	Central Coast Regional District PO Box 186 Bella Coola BC V0T 1C0	<b>Network Correspondent</b> blande42@yahoo.ca	Bus 250 799-5291 Cell 604 250 3319 Res 250 982-2403	250 799-5750
<b>Gerry Furney</b> Mayor, Port McNeil	Box 728, 1775 Grenville Place, Port McNeill, BC V0N 2R0	<b>Elder and Technical Adviser</b>	Phone: (250) 956-3111	Fax: (250) 956-4300
<b>Patrick Marshall</b>	4341 Shelbourne Street Canada's Remembrance Road Victoria, BC CANADA V8N3G4	<b>Network Administrator   Economic Developer</b> patrick.marshall@capitaledc.com	Bus (250) 595-8676 Cell (250) 507-4500 Res (250) 385-5008	(866) 827-1524



**Subject:** FW: January Responses to 2013 renewals  
**Attachments:** 2013 Membership Renewal Responses.pdf  
**Importance:** High

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**From:** Capital EDC Economic Development [<mailto:patrick.marshall@capitaledc.com>]  
**Sent:** Tuesday, January 15, 2013 10:56 AM  
**To:** Al Huddleston Councillor; Al Huddleston Home; Al Huddleston RD Chair; Bill Irving; Dario Coralazolli; Des Nobles; Dianne St. Jacques; Greg Fletcher; Jack Mussallem; Joan Merrick; Russell Dyson; Tony Bennett  
**Subject:** January Responses to 2013 renewals  
**Importance:** High

Dear Board of Directors:

Thanks to Mt. Waddington and Alberni Valley for remitting 2012 Membership. Thanks especially to Ucluelet who paid both 2012 and the new 2013 rate. My thought is that if we can secure 5 Regional Districts for 2013, that enough moral authority to proceed.

However, the attached file shows that some organizations aren't reading what was sent or don't want to. Delta's minutes indicate that if they want a membership, they need a resolution. No resolution, yet I received a cheque. Powell River decided that AVICC and UBCM was sufficient which means they did not understand the focus on Coast. Mt. Waddington and others are supporting the Regional Chair Ad-Hoc group.

You have enough to cover any expenses I may have covered in 2012. I paid back the loan to Ocean Initiatives BC from last year.

Further to my conversation with Tony:

1. He is looking at doing a video appeal that would speak to what we are attempting to do. I can send the link to everyone so that they have something to refer to other than paper. It's no use coming from me as I am not elected.
2. I will put an agenda together for February for a conference call with the CCN Board as a regular meeting, and ask for all 14 RD's and their CAO's to join us to discuss transition.
3. I will engage AVICC, NCLGA, LMGA and UBCM to reserve clinics and rooms for the Coastal Forum.

All the Best  
Patrick

**Patrick Nelson Marshall** BES SURP UWATERLOO  
Independent Economic Developer | Capital EDC Economic Development Company

4341 Shelbourne Street, Canada's Remembrance Road  
Victoria, British Columbia CANADA V8N3G4

[www.patrickmarshall.tel](http://www.patrickmarshall.tel) for coordinates

Office +1 250 595-8676 | Mobile +1 250 507-4500

[patrick.marshall@capitaledc.com](mailto:patrick.marshall@capitaledc.com) | [www.capitaledc.com](http://www.capitaledc.com)

Twitter: @CapitalEDCcom | LinkedIn: PatrickNelsonMarshall

Facebook: <https://www.facebook.com/CapitalEDCcom>



THE CORPORATION OF DELTA  
OFFICE OF THE MUNICIPAL CLERK

November 20, 2012

File No.: 13000-01  
A.T. No. : 115034

Tony Bennett  
Chair, Local Governments on the Coast  
Long Beach Area Director, Alberni Clayoquot Regional District  
Coastal Community Network  
4341 Shelbourne Street  
Victoria BC V8N 3G4

Dear Mr. Bennett:

**Contributions to the 2012 Operations of the Network: Transition Complete**

I wish to confirm receipt of your correspondence dated November 14, 2012 concerning the above noted subject.

Your communication has been circulated to the Mayor, Council and the Chief Administrative Officer for information; as well as the Municipal Clerk for consideration and response as appropriate.

Council will receive your correspondence as part of its Regular Meeting Agenda for December 10, 2012. The agenda, including your correspondence and relevant comments and/or response, will be available for viewing on Delta's website at: [www.corp.delta.bc.ca](http://www.corp.delta.bc.ca).

Thank you for your time and consideration regarding this matter.

Yours truly,

Rose P. Li  
Corporate Records

/rpl





# CITY OF PORT ALBERNI

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

Fax: 250-723-1003

December 13, 2012

Coastal Community Network  
4341 Shelbourne Street  
Victoria, BC V8N 3G4

ATTN: Tony Bennett  
Chair, Local Governments on the Coast

Dear Tony:

Council for the City of Port Alberni received your letter dated November 14<sup>th</sup>, 2012 providing an update on the Network's initiatives for this year and requesting Council's contribution for 2012 and consideration for 2013.

Please be advised that Council has referred the information to their upcoming five year financial plan process and we will confirm their decision in due course.

Yours truly,  
CITY OF PORT ALBERNI

Davina Hartwell  
City Clerk

c. Jake Martens, Administrative Assistant

j:\clerks\letters\d g h\community groups\2012\coastalcommunitynetwork\_dec13.docx



# Regional District of Mount Waddington

PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: [www.rdmw.bc.ca](http://www.rdmw.bc.ca) Email: [info@rdmw.bc.ca](mailto:info@rdmw.bc.ca)

December 20<sup>th</sup>, 2012

6750.01

Honourable Minister Mary Polak  
Ministry of Transportation and Infrastructure  
PO Box 9850  
Stn Prov Govt  
Victoria, BC V8W 9E2  
CANADA

**RE: SUBMISSION TO BC COASTAL FERRIES CONSULTATION AND ENGAGEMENT  
FALL 2012 PROCESS**

Dear Minister Polak,

On December 18<sup>th</sup> 2012, the Regional District of Mount Waddington (RDMW) Board adopted the following motion:

**2012-96**

It was moved and seconded that the submission to BC Ferries consultation and engagement state that the ferries should be treated in the same way as other highways and infrastructure and that all BC residents should contribute revenue, not just coastal communities. **CARRIED**

In addition, the Regional District of Mount Waddington has endorsed and continues to endorse the positions taken by the Coastal Regional District Chairs Group, the pre-eminent voice of coastal communities on this issue.

This motion was developed to specifically address the suggestion, since the publication of the *Coastal Ferry Act Review* (2012), that coastal communities (in isolation) might be expected to subsidise fare structures, fare setting mechanisms and price controls that did not effectively facilitate the movement of people, goods and services between their communities and regional centres of trade, commerce and transportation infrastructure. The implication that local governments (most likely coastal regional districts) would be free to create voluntary services, collecting taxation requisition from the assessed local property base to make local ferry fares affordable, is suggestive of the abandonment of a core principle, namely that affordable ferry fares across the BC coast are in the Provincial economic interest.

.../2

INCORPORATED JUNE 13, 1966

MUNICIPALITIES: ALERT BAY, PORT ALICE, PORT HARDY, PORT MCNEILL  
ELECTORAL AREAS: \*A\* (SOINTULA); \*B\* (HOLBERG, WINTER HARBOUR); \*C\* (QUATSINO, COAL HARBOUR, HYDE CREEK); \*D\* (WOSS, TELEGRAPH COVE)

Honourable Minister Mary Polak  
December 20, 2012  
Page 2

In conclusion, I join the chorus of encouragement to the Minister to abandon this present consultation process in recognition of its abysmal methodology, rationale and scope. As captain of this ship, I believe it is time for you to press gang a new crew into this area of government policy and make a number of officers walk the proverbial plank.

Yours sincerely,



Al Huddlestan  
Chair

Pc: Claire Trevena, MLA  
Coastal Communities Network

INCORPORATED JUNE 13, 1966



# POWELL RIVER REGIONAL DISTRICT

5776 Marine Avenue, Powell River, BC V8A 2M4  
Telephone: (604) 483-3231 Fax: (604) 483-2229  
Email: [administration@powellriverrd.bc.ca](mailto:administration@powellriverrd.bc.ca)  
Website: [www.powellriverrd.bc.ca](http://www.powellriverrd.bc.ca)

*"Genetically Engineered Free Crop Area"*

December 21, 2012

Mr. Tony Bennett, Chair  
Coastal Community Network  
4341 Shelbourne Street  
Victoria, B.C.  
V8N 3G4

Dear Mr. Bennett:

I am writing to advise that at its meeting dated December 19, 2012, the Board of the Powell River Regional District adopted a motion not to participate in the Coastal Community Network at this time.

The Board is always concerned with rising costs and decided that participation in the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM) was sufficient to address the concerns of the Powell River Regional District and other local governments.

Sincerely,

Al Radke  
Chief Administrative Officer

**SUNSHINE COAST  
REGIONAL DISTRICT**

1975 Field Road  
Sechelt  
British Columbia  
Canada V0N 3A1

Tel. 604.885.6800  
Fax: 604.885.7909  
Toll Free 1.800.687.5753  
Web Site: [www.scrd.ca](http://www.scrd.ca)



December 21, 2012

Coastal Community Network  
4341 Shelbourne Street  
Canada's Remembrance Road  
Victoria, BC  
V8N 3G4

**Attention: Patrick Marshall**

Dear Mr. Marshall:

**Re: Payment of 2012 Invoice**

Please find attached payment for the Sunshine Coast Regional District's Contribution to the Coastal Community Network for 2012 as invoiced.

After careful consideration, the Board has declined membership and/or participation in the Coastal Community Network for 2013.

Please feel free to contact me if you have any questions or concerns.

Yours truly,

**SUNSHINE COAST REGIONAL DISTRICT**

A handwritten signature in blue ink that reads "Angie Legault".

Angie Legault  
Manager, Legislative Services

January 10, 2013

Alberni-Clayoquot Regional District  
3008 5<sup>th</sup> Ave  
Port Alberni, B.C, V9Y 2E3

**Attention: Russell Dyson, Chief Administrative Officer**

Dear Sir:

Re: Regional District Nominees for Island Corridor Foundation Board of Directors

As members of the Island Corridor Foundation, the five regional districts namely, Capital Regional District (CRD), Cowichan Valley Regional District (CVRD), Regional District of Nanaimo (RDN), Comox Valley Regional District (CVRD) and the Alberni-Clayoquot Regional District (ACRD) are to each nominate a person for board director of the ICF as per ICF By Law Number 1. In total there are 12 directors, five nominated from the member First Nations and two members at large. Nominees are elected to the ICF Board at the Annual General meeting.

The position of director is for a two year term and the terms are staggered.

Current ICF directors whose term ends April 2013 are:

Mary Ashley – Director at large  
Ken McRae – ACRD  
Councillor Albie Charlie – Cowichan Tribes  
Ray Gauthier – Stz’uminus First Nation  
Councillor Ted Greves – RDN

& there is one First Nation position to be filled.

Current ICF directors whose term ends April 2014 are:

Judith Sayers – director at large  
Mayor Graham Hill – CRD  
Lonnie Norris – Halalt First Nation  
Mayor Larry Jangula – Comox Valley Regional District  
Chief David Bob – Snaw-Naw-As First Nation  
Mayor Phil Kent – Cowichan Valley Regional District

For those regional districts whose director’s term is up, (ACRD & RDN) could you please notify me of your nominee by the end of February?

The ICF Annual General Meeting at which new directors will be elected is April 25<sup>th</sup> 2013 at Nanaimo.

Further, per the ICF Bylaw Number 1, each regional district and First Nation is to appoint a member to attend the AGM to elect new directors and to receive the auditor's report and conduct whatever other business that is brought forward.

This person appointed as a member to represent your regional district at the AGM may be the same person as the person either currently sitting as director or nominated to be director. Would you please inform me as to who will be your appointed member also by the end of February?

The ICF Board meetings are the fourth Thursday of each month in Nanaimo; the Board does not meet in August or December. Director expenses are covered by the ICF.

I trust this helps to clarify the ICF membership structure and director nominee process. Please call if you have questions or require further information.

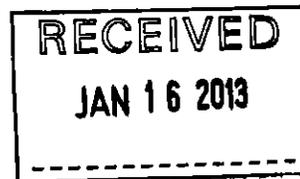
Thank you for your continuing support in the reconstruction of rail and the building of trails.

Yours truly,



(25) Graham Bruce  
Chief Operating Officer

/jkg



January 8, 2013

Alberni-Clayoquot Regional District  
Port Alberni, B.C.

Attn: John McNabb District Board Member for Beaver Creek

My name is Tina Landsvik and I have been in contact with the ACRD by-law officer Robert Aston in regards to stray dogs in the Beaver Creek District. He informed me that if I want any changes to a by-law or to request to adopt a new by-law I was to write to the District Board Member for the Beaver Creek District.

September 12, 2012 I was involved in a cycling accident caused by dogs wandering free on Beaver Creek road. If you are not familiar with my accident it can be found in the AV Times December 6, 2012 issue. (copy attached) I have not yet returned to work. Dogs wandering free in the Beaver Creek area have been a serious problem. Sheep, goats and chickens are getting killed by dogs running free; hopefully it won't be a person next.

I am aware of the Dangerous Dog By-Law, but perhaps this By-Law could be amended to include all dogs in the ACRD( should be fenced or tied up.) I find it very hard to believe that you can own a dog that has killed or attacked a person but yet have no rules in place for the control of animals before the fact. As per your web site it states the Regional District can regulate the control of animals but apparently does not. I strongly believe the time has come for some type of enforcement. Would it be possible for the Beaver Creek District to be under the SPCA jurisdiction and the cost be offset by licensing fees?

Every resident of the ACRD should be able to walk, run, bike or horseback ride etc. without having to worry about being attacked by a dog.

I urge you to implement some type of ruling so it's safe for all residents of the ACRD.

Yours truly,

Tina Landsvik  
250 7245454

(Please note as a Beaufort District resident I would also be glad to support the implementation of animal control)

encl:

# Resident wants dog bylaw

Landsvik broke her femur when a stray canine tackled her bicycle in September

JULIE BERTRAND ALBERNI VALLEY TIMES

Beaufort Ridge resident Tina Landsvik is calling on the Alberni-Clayoquot Regional District to make owners keep their dogs tied or in a fenced area.

In early September, Landsvik was knocked off her bicycle in Beaver Creek when a dog tackled her front wheel. She broke her femur, in the lower part of her right thigh. Her spiral fracture has been slow to mend, with Landsvik still unable to walk unaided. Before that the fall, she had been chased, nipped and bitten countless times by dogs running free in Beaver Creek.

While Landsvik loves dogs, her past experiences have made her skittish around ones she does not know.

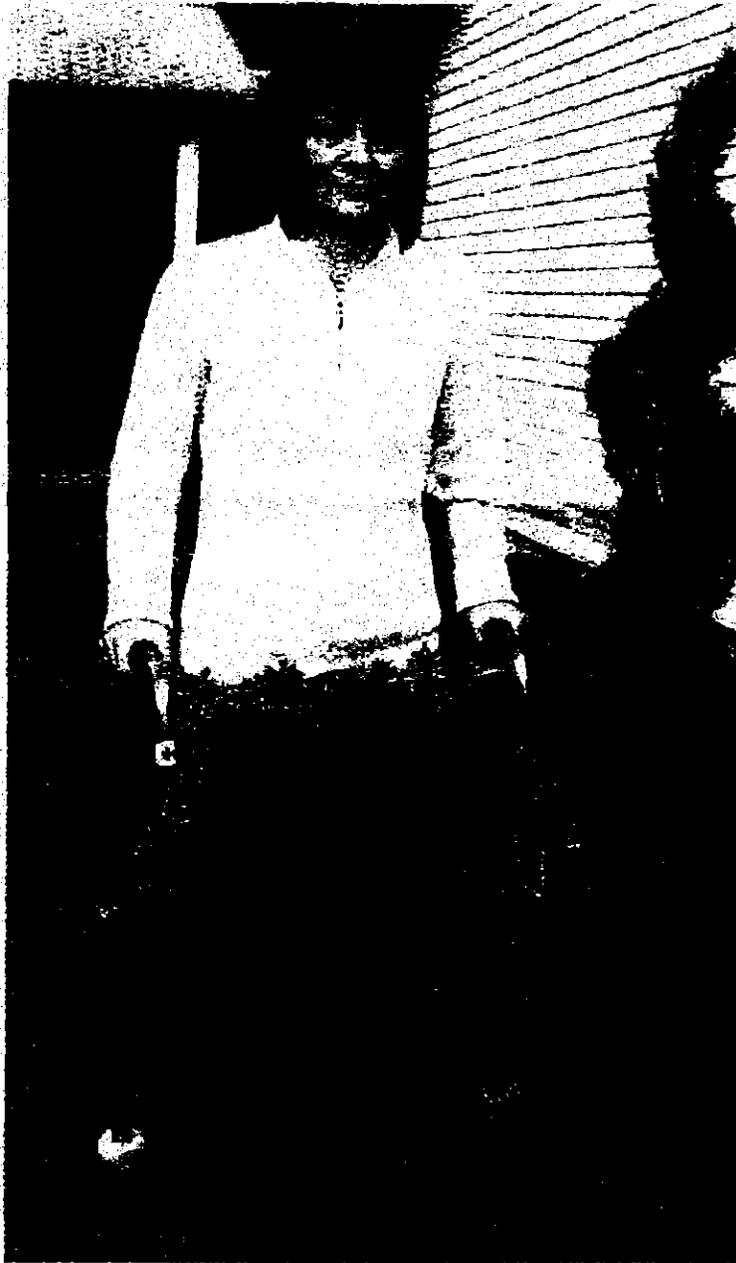
When she saw two dogs at the corner of Beaver Creek Road and Thompson Road on Sept. 12, she slowed down her bicycle. However, after seeing another cyclist pedal right next to the dogs without a problem, she started picking up speed again. One of the dogs turned around and went after her.

As Landsvik laid on the ground after her fall, she realized she could not move. A truck driver who witnessed the incident stopped to help her, while neighbours called the RCMP. She said the fracture caused her the most excruciating pain she had ever experienced.

"Later, people told me I was lucky my femoral artery wasn't torn out," she said.

By the time the RCMP arrived, the dogs were long gone, fleeing in the direction of the city.

Landsvik was in shock, so the RCMP got the dogs' description from the truck driver. One dog was a black Great Dane cross



Close to three months after being knocked off her bicycle by stray dogs in Beaver Creek, Beaufort Ridge resident Tina Landsvik is still recuperating from her injuries, which included a spiral fracture to her femur. (JULIE BERTRAND, TIMES)

with a white muzzle, while the other dog, which was the one who went after Landsvik, was a dark tan Labrador-German shepherd cross with a very broad build.

To repair Landsvik's fracture, Nanaimo surgeon had to install a long metal plate in her leg. The resulting wound necessitated 25 staples.

"My leg is never going to be the same again, through no fault of my own," Landsvik said. "I cannot tell you when I'll be able to go to work or walk unaided."

She believes loose dogs in the ACRD is a big problem. In January, dogs killed three of Beaver Creek farmer Jan Carter's sheep and gnawed the ears off another sheep. Meanwhile, in November a pack of three dogs killed six of Beaufort Range farmer Roberto Tolfo's goats.

ACRD currently has a dangerous dog bylaw in effect for Spruce Lake and Beaver Creek. A notice on the district's website states it can regulate the control of animals but does not. If residents want to keep animals off their properties, the ACRD suggests building a fence to keep them out.

ACRD chief administrative officer Russell Dyson said bylaw decisions are made by the district's board of directors. If residents want a bylaw to be changed or to be put into effect, they should contact their area director.

"We welcome the inputs and ideas of the public," he said.

JBertrand@avtimes.net

» We want to hear from you. Send comments on this story to [news@avtimes.net](mailto:news@avtimes.net). Letters must include daytime phone number and hometown.



# MEMORANDUM

**TO:** AVICC MEMBERS

**FROM:** Iris Hesketh-Boles, Executive Coordinator

**DATE:** January 15, 2013

**RE:** REMINDER - 2013 AVICC RESOLUTIONS AND NOMINATIONS DEADLINE

## 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](mailto: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 [ubcm.ca](http://ubcm.ca).

### **DEADLINE FOR NOMINATIONS TO BE INCLUDED IN THE REPORT ON NOMINATIONS**

All nominations that are to be included on the *Report on Nominations* must be received in the AVICC office by **FEBRUARY 25, 2013**. Nomination and consent forms are available on [avicc.ca](http://avicc.ca). Nominations not received by the February 25, 2013 will be received from the floor of the AGM and Convention.

TO: Municipal, Mayor & Council  
Regional District, Chair & Directors

FROM: Chair Frank Leonard

DATE: January 16, 2013

RE: MFABC Financial Forum & Annual General Meeting

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On behalf of your Board of Trustees, I am pleased to announce that veteran political journalists Bill Good, Vaughn Palmer and Keith Baldrey will speak at the MFA Financial Forum, on March 21<sup>st</sup>. Collectively they are known as the “Cutting Edge of the Ledge” on the *Bill Good Show* each Friday on CKNW. Palmer is the Vancouver Sun Provincial Political Columnist and Baldrey is the Legislative Bureau Chief for Global BC. They have a potent voice when it comes to politics in BC.

The format will offer a timely opportunity to have local government issues and challenges on the “agenda” in advance of the provincial election.

The Financial Forum is on March 21<sup>st</sup>. Our political panel will be on from 9:00 a.m. – 10:30 a.m.

The Annual General Meeting will be held in the afternoon.

Please note, a reception will be held on the evening of March 20<sup>th</sup>, 4:30 p.m. – 6:30 p.m.

The Financial Forum and Annual General Meeting is open to all registered guests. Registration is through our website at: [www.mfa.bc.ca](http://www.mfa.bc.ca)

If you require accommodation, details are also provided through our website.

On behalf of the Board of Trustees, we thank you for your continuing support and we look forward to seeing you on March 20<sup>th</sup> and March 21<sup>st</sup>.

Chair Frank Leonard  
c/o District of Saanich

**From:** [Kennah, Morgan](#)  
**To:** [Tracy Bond](#)  
**Subject:** ACRD Board Meeting Agenda - January 23  
**Date:** Friday, January 11, 2013 11:34:19 AM

---

Hi Tracy,

I hope the New Year finds you well. I have a short announcement I'd like to officially share with the Board through their next agenda.

**Highway 4 will be closed during short intervals on weekday evenings to facilitate safe harvesting operations on Island Timberlands adjacent private managed forest land near the intersection of the Cameron Connector and the highway. This closure is anticipated to start the evening of January 21 and continue to February 8; this schedule is subject to change without notice. There will be flag people present on-site to ensure short delay intervals for traffic and safety for all at and along the worksite.**

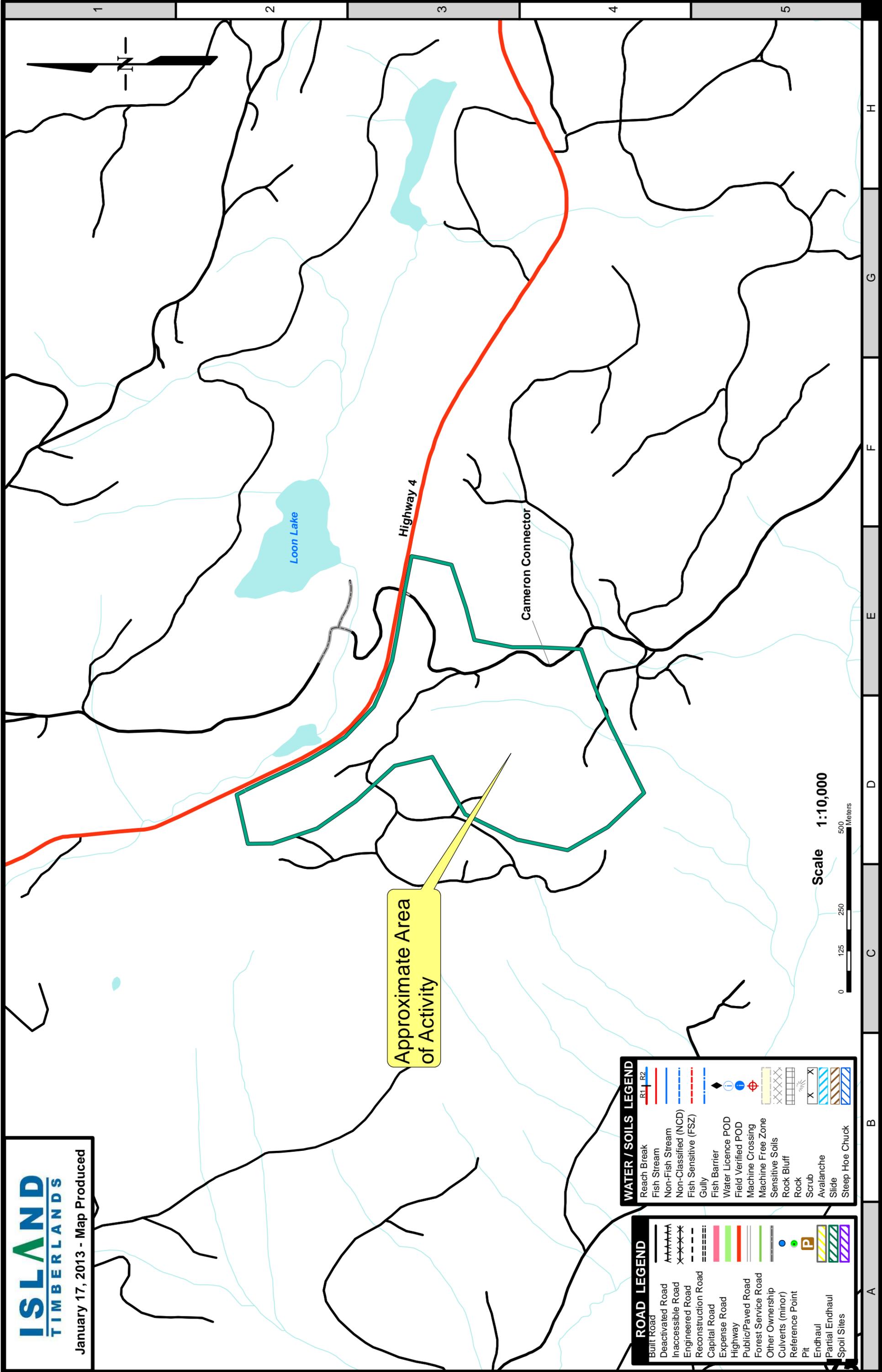
**If you have any questions or concerns please contact Morgan Kennah with Island Timberlands at 250.468.6830 or [mkennah@islandtimberlands.com](mailto:mkennah@islandtimberlands.com).**

Please let me know if there are any concerns having this shared with the Board.

Thank you!

Cheers,

Morgan Kennah, RPF  
Manager, Sustainable Timberlands & Community Affairs  
Island Timberlands  
250.468.6830



Approximate Area  
of Activity

Highway 4

Cameron Connector

Loon Lake

Scale 1:10,000



ROAD LEGEND		WATER / SOILS LEGEND	
Built Road	—	Reach Break	R1 R2
Deactivated Road	-----	Fish Stream	—
Inaccessible Road	XXXXXX	Non-Fish Stream	—
Engineered Road	-----	Non-Classified (NCD)	-----
Reconstruction Road	-----	Fish Sensitive (FSZ)	-----
Capital Road	-----	Gully	-----
Expense Road	-----	Fish Barrier	◆
Highway	-----	Water Licence POD	ⓘ
Public/Paved Road	-----	Field Verified POD	Ⓜ
Forest Service Road	-----	Machine Crossing	Ⓜ
Other Ownership	-----	Machine Free Zone	Ⓜ
Culverts (minor)	●	Sensitive Soils	XXXXXX
Reference Point	●	Rock Bluff	XXXXXX
Pit	P	Rock	XXXXXX
Endhaul	▨	Scrub	XXXXXX
Partial Endhaul	▨	Avalanche	XXXXXX
Spoil Sites	▨	Slide	XXXXXX
		Steep Hoe Chuck	XXXXXX

## Update on the BC Hydro Smart Metering Program

January 08, 2013

Since July 2011, when we began installing new meters, we have been working with customers to answer questions about the new system. Over 1.7 million new meters have now been installed across B.C. and the meter exchange phase of the BC Hydro Smart Metering Program is nearing completion. However, this important grid upgrade cannot be completed until all customers have new meters.

We will be providing a notification letter to these customers who do not have a new modern meter to let them know that an installer will be revisiting their premises to exchange the meter in the coming weeks and to offer another opportunity to have their questions answered.

### **Why is BC Hydro replacing the old meter?**

BC Hydro has a responsibility to ensure safe, cost effective electricity delivery to homes and businesses all around the province. The old meters are becoming obsolete and require BC Hydro to manually perform services that have now been automated. In order to continue to serve customers without a new meter, we would have to set-up up a costly and separate customized system - and the cost of this would have to be subsidized by other BC Hydro customers who have a new meter.

### **Working with Customers**

BC Hydro has responded to dozens of questions from customers about the new meters and the answers are available at [www.bchydro.com/smartmeters](http://www.bchydro.com/smartmeters). For example, we have:

- confirmed through testing by a federal consumer protection agency that the new meters are accurate;
- confirmed through testing, certified by professional engineers, that the meters use technology that has been confirmed to be safe and has been used safely for decades by households and communities around the world; and
- worked with the privacy commissioner's office to meet all standards and guidelines.

As always, customers can choose to relocate the meter base to a different location on their property, in accordance with local electrical guidelines, and at their own cost. For customers who would like to move the meter, contacting a qualified electrician is the first step.

When customers request service from BC Hydro they agree to the terms and conditions in BC Hydro's Electric Tariff, including the obligation to provide access to their property so that we can read, maintain or exchange the BC Hydro meter.

### **Why is the Smart Metering Program Important?**

Smart meters are a necessary part of B.C.'s electricity system. They are standard equipment just like utility poles and power lines and are required to modernize the system and ensure the safe, efficient delivery of electricity to British Columbians.

Smart meters are part of a system that will:

- automatically detect power outages;
- provide customers with access to their hourly electricity-use data through a secure online account;
- ensure bills are based on actual consumption; and
- improve safety by having installers inspect each meter socket that connects homes and businesses to the electricity grid, and provide free repairs by a qualified electrician on-the-spot if an issue is found.

For more information about the new meters, visit our website or contact BC Hydro at [smartmeters@bchydro.com](mailto:smartmeters@bchydro.com) or 1-800-409-8199.

Sincerely,



Gary Murphy  
Chief Project Officer, Smart Metering Program

**Subject:** FW: Agricultural Waste Control Regulation Review Consultation (10)

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**From:** Cindy Bertram [<mailto:cindybertram@telus.net>]  
**Sent:** Tuesday, January 15, 2013 11:02 AM  
**To:** Agriculture Waste Control Regulation  
**Subject:** Agricultural Waste Control Regulation Review Consultation (10)

**Re: Agricultural Waste Control Regulation Review Consultation**

The Ministry of Environment is reviewing the Agricultural Waste Control Regulation (AWCR) under the *Environmental Management Act (EMA)*. The AWCR review process follows the ministry policy of continuous improvement and commitment to review the regulations on a regular basis and revise provisions as appropriate. As part of the review process, a public consultation was undertaken from January, 2012, to May, 2012.

The public consultation period has ended. Thank you to everyone who submitted comments on the AWCR Policy Intentions Paper. A summary of all comments received during the public consultation on the AWCR Policy Intentions Paper is provided in the Summary of Consultation Comments document and is now posted on the website at the following link: <http://www.env.gov.bc.ca/epd/codes/awcr/index.htm>.

These comments respond to the initial proposals in the Policy Intentions Paper; however, on the basis of early feedback, the Ministry embarked upon a stakeholder engagement process, to further consult with the agriculture industry. Nevertheless, the ministry feels it is important to capture and report on those views received during the initial public consultation period in a transparent manner.

The Ministry is currently working with the BC Agriculture Council on further detailed cross-sectoral consultations with the agriculture industry, to provide a full opportunity to discuss the environmental concerns that the intentions paper addresses and to develop a suite of possible options. There is no fixed timeline for this project. It is anticipated that regulatory changes to the AWCR will not occur before spring 2014.

Sincerely,

David Ranson  
Executive Director  
Environmental Standards Branch

Circulated by:

*Cindy Bertram*

---

C. Rankin & Associates  
PO Box 28159  
Westshore RPO  
Victoria, BC V9B 6K8

**E** Please consider the effects on climate change and the environment before printing this email.

**Subject:** FW: BC Water Act  
**Attachments:** Minister of Environment Terry Lake.pdf

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**From:** WWW ENVMail ENV:EX [<mailto:WWW.ENVMail@gov.bc.ca>]  
**Sent:** Tuesday, January 15, 2013 10:52 AM  
**To:** 'ccww@shaw.ca'  
**Cc:** Fraser.MLA, Scott LASS:EX; Russell Dyson; 'ken\_watson@portalberni.ca'  
**Subject:** RE: BC Water Act

Reference: 183821

*January 15, 2013*

Michelle Price  
Administrator  
Cherry Creek Waterworks District  
Email: [ccww@shaw.ca](mailto:ccww@shaw.ca)

Dear Ms. Price:

Thank you for your letter of December 19, 2012, addressed to the Honourable. Terry Lake, Minister of Environment, regarding modernization of the *Water Act*. Minister Lake has asked that I respond on his behalf.

In your letter you indicate that the Cherry Creek Water District Board of Trustees supports changes to the *Water Act* concerning land management practices, logging practices in privately managed forests, watershed protection, and advocating that water in karst topography be considered as a source of surface water.

As you may know, the proposed new *Water Sustainability Act* (WSA) is intended to build on and replace the current *Water Act*. Provisions of the proposed WSA include expanded protection of stream health and aquatic environments, the regulation of groundwater use and consideration of water in land-use decisions.

During the public engagement process we received significant input on watershed management including the topics you raise in your letter. As we move forward with the development of the new Act, I would like to assure you that government is considering all of the input that has been received through the engagement process. For example, as part of the of the *Water Sustainability Act*, Provincial Water Objectives are proposed and will improve consistency in decision-making across all regions of BC in relation to the protection of water quantity, water quality and timing of flow.

More information on the proposed WSA including copies of stakeholder submissions and the report on engagement is available online at [www.livingwatersmart.ca/water-act/](http://www.livingwatersmart.ca/water-act/). Thank you again for expressing interest in this important issue. Water is everyone's concern and we all have a role to play in determining BC's water future.

Yours truly,

*Anthony Danks for*

Mark Zacharias  
Assistant Deputy Minister  
Environmental Sustainability and Strategic Policy Division

cc: Scott Fraser, MLA, Alberni-Pacific Rim  
Russell Dyson, Chief Administrative Officer, Alberni-Clayoquot Regional District  
Ken Watson, City Manager, City of Port Alberni

---

**From:** Cherry Creek Water Works [<mailto:ccww@shaw.ca>]  
**Sent:** December-19-12 11:04 AM  
**To:** Lake.MLA, Terry  
**Subject:** BC Water Act

Please see attached. I have also mailed a hard copy.

Michelle Price  
Administrator  
Cherry Creek Waterworks District  
5920-A Cherry Creek Rd.  
Port Alberni, B.C.  
V9Y 8R7  
Telephone 250-723-2214  
Fax 250-723-0225

# **CHERRY CREEK WATERWORKS DISTRICT**

5920-A Cherry Creek Rd. Port Alberni, B.C. V9Y 8R7

Monday - Friday 9:30am - 1:30pm

Phone 250-723-2214

Fax 250-723-0225

December 19, 2012

Mr. Terry Lake  
Minister of Environment  
Room 112 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Terry:

The Board of Trustees of Cherry Creek Water District held a meeting on November 14, 2012 where a motion was passed to support changes to the BC Water Act.

The Board would like to see changes involving,

- land management.
- logging practices in privately managed forests.
- the protection of water sheds.
- Karst being considered as a source of surface water.

Your attention to these suggested changes would be much appreciated.

Respectfully,

Michelle Price  
Administrator

CC: Scott Fraser, MLA  
Russell Dyson, Alberni Clayoquot District  
Ken Watson, Manager, City of Port Alberni



Pacific Rim National Park      Réserve de parc national  
Reserve of Canada              du Canada Pacific Rim  
P.O. Box 280                      C.P. 280  
Ucluelet, BC, V0R 3A0          Ucluelet, C-B, V0R 3A0

January 16, 2013

Dear Sir/Madam:

I am writing to advise you of the proposed price adjustments for national parks, national historic sites and national marine conservation areas, including Pacific Rim National Park Reserve, that are planned for the 2013 season.

As you may have heard, Parks Canada has frozen fees for key services such as entry, camping, interpretation programming and several other fees at 2008 levels. The fee freeze will end once the proposed fees have been approved after public consultations. For commercial groups, 2009 fees are in effect until 18 months after the consultation processes are complete.

With an expansive network of 44 national parks, 167 national historic sites and four national marine conservation areas, Parks Canada faces constantly increasing operating costs to provide services to visitors. The Agency does not receive increased taxed based appropriations to offset higher costs for energy and other inflationary impacts on operational costs. In spite of these operational funding pressures, our goal is to maintain quality services for visitors to Parks Canada places.

To keep pace with increased costs, Parks Canada proposes that future fee increases for most fees be limited to a rate not exceeding the annual average Consumer Price Index (CPI) starting in 2013 and every two years thereafter. The CPI is a measure of the rate of price change for goods and services bought by Canadian consumers and is determined by Statistics Canada based on the changes over time to the cost of a fixed "basket of goods". It is the most widely used indicator of price changes in Canada and has typically been increasing at a rate of approximately 2.5% annually.

At some Parks Canada places new fees may also be introduced or other fee adjustments may occur for unique services. In an effort to be market responsive, Parks Canada, from time to time, introduces new optional visitor services and proposes new fees to help support these services. At some Parks Canada places, other local fees have not been increased for several years or are in need of an adjustment that exceeds the Consumer Price Index to ensure sustainability.

To view the details of Parks Canada's fee proposal, including the proposed local fee adjustments for Pacific Rim National Park Reserve, please see the Parks Canada website at [www.pc.gc.ca](http://www.pc.gc.ca), or email [droits2012.2013fees@pc.gc.ca](mailto:droits2012.2013fees@pc.gc.ca). To provide opportunity for the public to comment on Parks Canada's proposed fee adjustments, a six week consultation period will take place from January 11, 2013 to February 18, 2013

/...2

National parks, national historic sites and national marine conservation areas depend on funding that is provided through both tax-based appropriations and user fees. Tax dollars are used to establish and preserve the locations while user fees are charged to those who personally benefit from the services and facilities they use and enjoy.

All revenues from user fees are retained where they are earned to support the services to visitors. Fees are set to ensure a good value to visitors as well as a fair economic return for taxpayers based on market value and other factors.

As always, Parks Canada honours its commitment to provide commercial operators with 18 months advance notification on any fee changes that may affect them.

If you have any questions or comments, please contact Barb Brittain, Acting Visitor Experience Manager, at 250-726-3500 or [barb.brittain@pc.gc.ca](mailto:barb.brittain@pc.gc.ca).

Sincerely,



Helen Davies  
Superintendent  
Coastal BC Field Unit



## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Meeting Date:** January 23, 2013  
**Subject:** Revenue Anticipation Borrowing Bylaw

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**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw F1102 cited as "Revenue Anticipation Borrowing Bylaw No. F1102, 2013".

**Background:**

A revenue anticipation borrowing bylaw was previously referred to as a temporary borrowing bylaw. This bylaw is created each January to ensure that the Regional District has authority to borrow money for expenditures that must be made before the related revenues are received. In essence, this bylaw is a tool for managing cash flow and is created annually whether it is believed to be required or not. Once received, the revenues are used to cancel the debt. The Regional District did not need to borrow in 2012; it is not known at this time whether borrowing will be needed in 2013.

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

Minimal.

**Financial:**

If overdraft or temporary borrowing are used then interest charges will be applied, otherwise there are no financial implications.

**Policy or Legislation:**

Section 821 of the Local Government Act provides the authority for revenue anticipation borrowing.

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

Teri Fong, CGA, Manager of Finance

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

Russell Dyson, Chief Administrative Officer



ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2013, by an  
affirmative vote of at least two-thirds the votes cast.

Certified true and correct copy of  
**“Revenue Anticipation Borrowing  
Bylaw No. F1102, 2013.”**

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

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

\_\_\_\_\_  
Cindy N. Solda,  
Chairperson



## **REQUEST FOR DECISION**

**To:** Board of Directors

**From:** Teri Fong, CGA, Manager of Finance

**Meeting Date:** January 23, 2013

**Subject:** 2013 Administration Charges and Wage Allocations

---

### **Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors approve the 2013 administration charges and wage allocations for inclusion in the 2013-2017 Financial Plan.**

### **Desired Outcome:**

For the Board of Directors to approve the proposed 2013 administration charges and wage allocations to enable the Manager of Finance to then incorporate the approved amounts into the 2013-2017 Financial Plan.

### **Summary:**

The Alberni-Clayoquot Regional District administration charges have not been reviewed for a number of years and were out of date and needed to be reviewed and updated to reflect the current costs to operate each service.

The following approach was undertaken by the Manager of Finance when developing these administration charges and wage allocations:

1. Employees were divided to be either direct or support service providers. Management and administration staff was determined to be support staff with all other employees being direct service providers.
2. Each employee was then asked to consider their time over the past couple of years and their estimated time moving forward and to allocate it based on a percentage to each of our services.
3. A wage allocation amount was then calculated for all of the direct service providers based on their percentages.
4. An administration charge was then calculated for all of the support service providers based on their percentages.
5. The total of the wage allocation and the administration charge was then compared to the amounts of the previous year.
6. The Manager of Finance then met with management and the Chief Administrative Officer to review the charges in depth. Both the CAO and management agree that the charges are justifiable and reasonable.

Staff plans on reviewing them annually using the approach listed below from this point forward.

**Background:**

Cost allocations and administration charges are a well discussed topic among financial managers of Regional Districts. There is a wide range of approaches utilized including some Regional Districts even allocating 100% of their corporate and administration charges directly to the different service areas. Fully allocating General Government costs was not the approach taken by staff when determining these charges but the following principles were considered:

- Fairness – should reflect actual consumption patterns
- Transparency – allocation rationale should be justifiable
- Stability – cost allocations should be relatively stable on a short term
- Ease of Administration – should not be overly time consuming to administer

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

The development of this approach took a considerable amount of staff time. The annual update of this approach should be relatively straight forward and take a lot less time to review.

**Financial:**

The financial impacts of the proposed charges in comparison to the 2012 amounts are attached.

**Policy or Legislation:**

Section 803.1 of the Local Government Act states that all costs related to a service, including administration charges, must be charged to that service.

**Options Considered:**

Staff considered moving toward a full cost allocation model but determined that would be an extreme shift from past practice. If the Board desires to move in that direction it is recommended that it is transitioned over a number of years as the impact may be large for some services. This full cost allocation, and therefore removal of a General Government requisition, is also very challenging to administer.



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



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

**ADMINISTRATION CHARGES AND WAGE ALLOCATIONS**  
**Proposed for 2013 vs Actual from 2012**

	2012 Admin	2013 Proposed Admin	2012 Wages	2013 Proposed Wages	Total Impact
<b>All Members</b>					
E911 Telephone System	\$ 5,000	\$ 4,000	\$ 7,000	\$ 4,000	-\$4,000
Grant-in-aid Economic Development	\$ -	\$ 2,000	\$ -	\$ -	\$2,000
Grant-in-aid Port Alberni Centennial	\$ -	\$ -	\$ -	\$ -	\$0
Grant-in-aid Port Alberni Victim Witness	\$ -	\$ -	\$ -	\$ -	\$0
Grants-in-aid Region Wide	\$ 1,000	\$ 4,000	\$ -	\$ -	\$3,000
Regional Parks	\$ 1,000	\$ 3,000	\$ -	\$ 2,000	\$4,000
Regional Planning	\$ 15,000	\$ 14,000	\$ 70,000	\$ 65,000	-\$6,000
Health Network	\$ -	\$ 22,000	\$ -	\$ 1,000	\$23,000
<b>Electoral Area's</b>					
Building Inspection	\$ 10,000	\$ 18,000	\$ 179,000	\$ 154,000	-\$17,000
Electoral Area Administration	\$ 40,000	\$ 35,000	\$ -	\$ 4,000	-\$1,000
Mgmt of Development - Rural Areas	\$ 20,000	\$ 79,000	\$ 222,000	\$ 158,000	-\$5,000
Vancouver Island Regional Library	\$ 100	\$ 3,000	\$ -	\$ -	\$2,900
<b>Alberni Valley</b>					
Alberni Valley Emergency Planning	\$ 10,000	\$ 9,000	\$ -	\$ 1,000	\$0
Alberni Valley Grant-in-aid	\$ 2,000	\$ 100	\$ -	\$ -	-\$1,900
Alberni Valley & Bamfield Waste Mgmt	\$ 45,000	\$ 69,000	\$ 110,000	\$ 51,000	-\$35,000
Alberni Valley Regional Airport	\$ 10,000	\$ 10,000	\$ 7,000	\$ 7,000	\$0
Alberni Valley Tourism Marketing	\$ 500	\$ -	\$ -	\$ -	-\$500
Alberni Valley Water Study	\$ -	\$ 100	\$ -	\$ -	\$100
Custom Transit	\$ 5,000	\$ 3,000	\$ -	\$ -	-\$2,000
McLean Mill Grant-in-aid	\$ 100	\$ 100	\$ -	\$ -	\$0
<b>West Coast</b>					
Long Beach Airport	\$ 10,000	\$ 27,000	\$ 30,000	\$ 14,000	\$1,000
West Coast Emergency Planning	\$ 2,500	\$ 3,000	\$ -	\$ -	\$500
West Coast Grant-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
West Coast Multiplex	\$ -	\$ -	\$ -	\$ -	\$0
West Coast Waste Mgmt	\$ 20,000	\$ 34,000	\$ 56,000	\$ 26,000	-\$16,000
<b>Arena</b>	\$ 1,000	\$ 2,000	\$ -	\$ -	\$1,000
<b>Bamfield</b>					
Bamfield Community Park	\$ 100	\$ 100	\$ -	\$ -	\$0
Bamfield Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Bamfield Volunteer Fire Dept	\$ 1,000	\$ 5,000	\$ -	\$ -	\$4,000
Bamfield Water System	\$ 15,000	\$ 17,000	\$ 17,000	\$ 16,000	\$1,000
<b>Beaufort</b>					
Beaufort Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Mountain Ranch Rd Fire Protection	\$ 100	\$ 100	\$ -	\$ -	\$0
<b>Long Beach</b>					
Long Beach Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Millstream Water System	\$ 2,500	\$ 5,000	\$ 8,800	\$ 6,000	-\$300
Salmon Beach Garbage	\$ 1,850	\$ 2,000	\$ -	\$ -	\$150
Salmon Beach Power Distribution	\$ 1,000	\$ 100	\$ -	\$ -	-\$900
Salmon Beach Recreation	\$ 1,850	\$ 3,000	\$ -	\$ -	\$1,150
Salmon Beach Security	\$ 1,850	\$ 5,000	\$ -	\$ 1,000	\$4,150
Salmon Beach Sewage	\$ 1,850	\$ 6,000	\$ 2,000	\$ 2,000	\$4,150
Salmon Beach Transportation	\$ 1,850	\$ 5,000	\$ -	\$ 1,000	\$4,150
Salmon Beach Water	\$ 2,850	\$ 4,000	\$ 2,000	\$ 1,000	\$150
South Long Beach Bike Path	\$ 100	\$ 100	\$ -	\$ -	\$0
South Long Beach Community Park	\$ -	\$ -	\$ -	\$ -	\$0
South Long Beach Fire Protection	\$ 100	\$ 100	\$ -	\$ -	\$0
South Long Beach Street Lighting	\$ 100	\$ 100	\$ -	\$ -	\$0

**ADMINISTRATION CHARGES AND WAGE ALLOCATIONS**  
**Proposed for 2013 vs Actual from 2012**

	2012 Admin	2013 Proposed Admin	2012 Wages	2013 Proposed Wages	Total Impact
<b>Sproat Lake</b>					
Sproat Lake Animal Control	\$ 100	\$ 100	\$ -	\$ 1,000	\$1,000
Sproat Lake Arena	\$ 2,750	\$ 100	\$ -	\$ -	-\$2,650
Sproat Lake Community Association	\$ 100	\$ 100	\$ -	\$ -	\$0
Sproat Lake Community Park	\$ 1,000	\$ 7,000	\$ 4,000	\$ 7,000	\$9,000
Sproat Lake Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Sproat Lake Noise Control	\$ 1,000	\$ 2,000	\$ -	\$ 1,000	\$2,000
Sproat Lake Volunteer Fire Department	\$ 1,000	\$ 6,000	\$ -	\$ 3,000	\$8,000
<b>Beaver Creek</b>					
Arvay Rd Street Lighting	\$ 100	\$ 100	\$ -	\$ -	\$0
Beaver Creek Animal Control	\$ 100	\$ 100	\$ -	\$ 1,000	\$1,000
Beaver Creek Arena	\$ 2,750	\$ 100	\$ -	\$ -	-\$2,650
Beaver Creek Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Beaver Creek Noise Control	\$ 1,000	\$ 100	\$ -	\$ 1,000	\$100
Beaver Creek Recreation	\$ 100	\$ 100	\$ -	\$ -	\$0
Beaver Creek Volunteer Fire Department	\$ 1,000	\$ 6,000	\$ -	\$ 3,000	\$8,000
Beaver Creek Water System	\$ -	\$ 69,000	\$ -	\$ 242,000	\$311,000
Granville Rd Fire Protection	\$ 100	\$ 100	\$ -	\$ -	\$0
<b>Cherry Creek</b>					
Cherry Creek Arena	\$ 2,750	\$ 100	\$ -	\$ -	-\$2,650
Cherry Creek Grants-in-aid	\$ -	\$ 100	\$ -	\$ -	\$100
Cherry Creek Noise Control	\$ 1,000	\$ 100	\$ -	\$ 1,000	\$100
Franklin River Rd Fire Protection	\$ 100	\$ 100	\$ -	\$ -	\$0
<b>Hospital District</b>	\$ 15,000	\$ 18,000	\$ -	\$ -	\$3,000
<b>Pure Corporate</b>	\$ -	\$ 100	\$ 409,750	\$ 389,000	-\$20,650



## **REQUEST FOR DECISION**

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** January 23, 2013

**Subject:** Fire Services Coordinator – Contract Extension

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### **Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors extend the Regional Fire Services Coordinator contract with Mr. Dan Holder for a one year term in the amount of \$44,000.00 to continue providing fire coordinator services to the Bamfield, Sproat Lake, Beaver Creek and Port Alberni Fire Departments.**

### **Desired Outcome:**

To extend the Fire Services Coordinator contract with Mr. Dan Holder for a one year term.

### **Background:**

The Alberni-Clayoquot Regional District has retained the contract services of Mr. Dan Holder on a part-time basis since October 2011. Mr. Holder has worked closely with the four fire departments over the past year to coordinate services. Services provided to date include: reviewing existing and developing new operational criteria and regulatory bylaws, coordinating procedures, ensuring compliance with WorkSafe standards, coordinating fire training and development of future safety and fire educational training programs.

The four fire departments are very pleased with Mr. Holder's services to date. The Fire Chiefs have advised Regional District Staff that they wish to continue to retain Mr. Holder's services for 2013.

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

Some staff time required to work with the Contractor.

### **Financial:**

It has been agreed by the Fire Chiefs to cost share the contract cost of \$44,000.00 using the same percentage allocation as last year. Upon approval of this contract it will be built into the 2013 – 2017 ACRD Financial Plan.

### **Policy or Legislation:**

ACRD Policies Apply

**Request for Decision – Fire Services Coordinator Contract Extension**

---

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

Approved by: Russell Dyson  
Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** January 23, 2013

**Subject:** Declaration of Candidates – EA “F” Director and School District  
Trustee (Alberni)

---

**Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors receives the Declaration of Candidates Report for the 2013 By-Election of Director, Electoral Area “F” (Cherry Creek) and School District Trustee (Alberni).**

**Desired Outcome:**

To receive the update on the 2013 By-Election for Director of Cherry Creek and Trustee, School District No. 70 (Alberni).

**Background:**

The nomination period for Electoral Area Director and School District Trustee closed on Friday, January 11, 2013 at 4:00 pm. Six candidates filed nomination papers for the position of Electoral Area Director and five for School District Trustee. Attached please find the Declaration of Candidates at the close of the nomination period.

The declaration of election by voting will be made on Monday, January 21<sup>st</sup> at 4:00 pm. Notice of Election by Voting will be placed in local papers and on the ACRD/SD Website starting on the 22<sup>nd</sup> of January.

Election Day is set for Saturday, February 16, 2013 and two advanced voting opportunities are scheduled for Wednesday, February 6, 2013 and Tuesday, February 12, 2013.

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

Substantial staff time required to conduct the By-Election.

**Financial:**

All costs associated with running the by-election are recovered through the Electoral Area Administration Budget. This by-election will be cost shared 50/50 with School District No. 70 (Alberni).

**Update - By-Election 2013**

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**Policy or Legislation:**

Local Government Act and ACRD Elections Policy applies.



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

Wendy Thomson, Manager of Administrative Services/  
Chief Election Officer



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

Russell Dyson, Chief Administrative Officer



## Alberni-Clayoquot Regional District

### DECLARATION OF CANDIDATES

(Close of Nomination Period: Friday, January 11, 2013, 4:00 pm)

I, Wendy Thomson, Chief Election Officer for the Alberni-Clayoquot Regional District, do hereby declare, pursuant to Section 74 of the *Local Government Act*, the following persons as nominated candidates in the 2013 By-Election:

#### Candidates for the office of Electoral Area “F” (Cherry Creek) Director:

(one candidate to be elected)

Candidate	Address
Lucas Banton	6116 Margot Road, Port Alberni, BC
Graham Hughes	1 – 4422 Roger Street, Port Alberni, BC
Mike McDowall	5834 C Brown Road Port Alberni, BC
Wade Nicklin	3029 Durham Street Port Alberni, BC
Bob Vandermolen	2851-A Brandon Avenue, Port Alberni, BC
Derek C. Wong	4686 Adelaide Street Port Alberni, BC

Given under my hand at **Port Alberni, British Columbia**, this **11th** day of **January, 2013**.

---

Wendy Thomson,  
Chief Election Officer



**School District No. 70 (Alberni)**

**DECLARATION OF CANDIDATES**

(Close of Nomination Period: Friday, January 11, 2013 @ 4:00 p.m.)

I, Wendy Thomson, Chief Election Officer for the School District No. 70 (Alberni), do hereby declare, pursuant to Section 74 of the *Local Government Act*, the following persons as nominated candidates in the 2013 By-Election:

**Candidates nominated for the office of Trustee:**

(One candidate to be elected representing the City of Port Alberni and Electoral Areas: Bamfield, Beaufort, Sproat Lake, Beaver Creek and Cherry Creek)

Candidate	Address
Cathy Braiden	8267 Dickson Drive, Port Alberni, BC
Gaelle Anne Frey	3883 - 7 <sup>th</sup> Avenue, Port Alberni, BC
Kelly Hepp	2906 – 12 <sup>th</sup> Avenue, Port Alberni, BC
Mike McLeman	2625 – 8 <sup>th</sup> Avenue, Port Alberni, BC
Nav Sharma	3510 Galiano Drive, Port Alberni, BC

Given under my hand at **Port Alberni, British Columbia**, this **11<sup>th</sup>** day of **January, 2013**.

\_\_\_\_\_  
Wendy Thomson,  
Chief Election Officer



## **REQUEST FOR DECISION**

**To:** Board of Directors

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

**Meeting Date:** January 23, 2013

**Subject:** **Appointment of Deputy Chief Election Officer – February 2013 By-Election**

---

**Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors appoints Russell Dyson, Deputy Chief Election Officer for the purposes of conducting the by-election for Director, Electoral Area "F" (Cherry Creek) and Trustee, School District No. 70 (Alberni).**

**Desired Outcome:**

To appoint a new Deputy Chief Election Officer to assist with conducting the by-election on February 16, 2013.

**Background:**

The ACRD Board of Directors at their regular meeting held on December 7, 2012, passed a resolution appointing Wendy Thomson, Chief Election Officer and Shelli Lyle, Deputy Chief Election Officer for the purpose of conducting the by-election for Area "F" Director and School District Trustee.

Shelli Lyle submitted her resignation as Deputy Chief Election Officer on January 14, 2013 due to a conflict of interest. Her brother has submitted nomination papers to run for the position of Director for Area "F" (Cherry Creek).

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

n/a

**Financial:**

All costs associated with running the by-election are recovered through the Electoral Area Administration Budget. This by-election will be cost shared 50/50 with School District No. 70 (Alberni).

**Policy or Legislation:**

The Local Government Act requires that a Chief and Deputy Chief Election Officer be appointed for the purposes of conducting local government elections and referendums.

**Appointment of Deputy Chief Election Officer**

---

Submitted by:   
Wendy Thomson, Manager of Administrative Services

Approved by:   
Russell Dyson, Chief Administrative Officer



## MEMORANDUM

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

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

**Date:** January 17, 2013

**Subject:** Coulson Aircrane Lease at the Alberni Valley Airport

---

**Recommendation:**

That the Board of Directors passes a resolution to amend Section 5(e) (ii) to read

“any buildings or structures constructed on the Premises shall comply with the ACRD zoning bylaw setbacks.”

**Background**

The Regional District has adopted a new zone, Airport (AV) District, which applies specifically to the Alberni Valley Airport.

The current wording in the lease requires an eight metre front yard and rear yard setback and a two metre side yard setback. The new, current zoning has a three metre set back from internal lot lines.

The Coulson Aircrane lease predates the Airport (AV) District zone. Staff recommends this lease be amended to reflect the updated Airport (AV) District zone. Building setback requirements would then be consistent with current zoning and allow the Board to consider a development variance.

Prepared by:

---

Mike Irg, Manager of Planning & Development

Reviewed by:

---

Russell Dyson, Chief Administrative Officer



## MEMORANDUM

**To:** Regional Board of Directors  
**From:** Charity Hallberg Dodds, Planning Assistant  
**Date:** January 17, 2013  
**Subject:** Notice on Title – 10976 Taylor Arm Drive

---

The Board is asked to consider placing a notice on title for property located at 10976 Taylor Arm Drive as outlined in the Building Inspector's report and recommendation.

A letter dated January 14, 2013 from Dan Lyle was received by the Regional District office on January 16, 2013 (copy attached). In this letter, Mr. Lyle states that he did not receive the first letter sent to him by registered mail, from our office, on November 17, 2011. Attached is the correspondence of the Regional District and the Canada Post records.

During a telephone discussion between Mr. Lyle and Russell Dyson on January 17, 2013, Mr. Lyle made the request to speak as a delegation to the Board of Directors prior to the Board directing staff to proceed with placement of the notice on title. Mr. Lyle is not available to speak at the January 23, 2013 meeting.

It is the Board's decision to either table the consideration of the matter in order to accommodate Mr. Lyle as a delegation, proceed with the notice on title, or not proceed with the notice on title.

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

  
Charity Hallberg Dodds, Planning Assistant

Reviewed by: \_\_\_\_\_

  
Russell Dyson, CAO



## REQUEST FOR DECISION

**To:** Regional Board of Directors  
**From:** Rob Gaudreault, Building Inspector  
**Meeting Date:** January 23, 2013  
**Subject:** Placement of Notice on Title

---

**Background:**

The following contravention has been identified on property located at **10976 Taylor Arm Drive/Lot 29, District Lot 622, Clayoquot District, Plan 12452:**

**Accessory building does not comply with Acreage Residential (RA1) District height, side yard, and rear yard setbacks.**

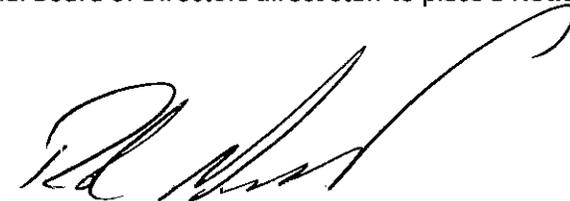
Attempts to contact the property owner by registered mail were made on November 17, 2011 and December 20, 2012. Further efforts to resolve the contravention issues were made by phone, email, and/or in person during the time between the two registered letters. Additionally, numerous attempts for resolution have taken place over the last 12 years as bylaw enforcement action for this contravention began in 2001. As of this date, resolution to the above contravention has not been reached.

All steps have been taken as per the ACRD's Notice on Title Procedure.

**Recommendation:**

That the Regional Board of Directors direct staff to place a Notice on Title on the subject property.

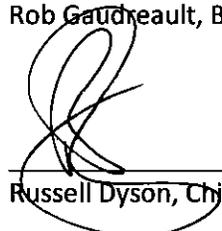
Submitted by:



---

Rob Gaudreault, Building Inspector

Approved by:



---

Russell Dyson, Chief Administrative Officer



## MEMORANDUM

**To:** Regional Board of Directors

**From:** Charity Hallberg Dodds, Planning Assistant

**Date:** January 17, 2013

**Subject:** Notice on Title – 10976 Taylor Arm Drive

---

The Board is asked to consider placing a notice on title for property located at 10976 Taylor Arm Drive as outlined in the Building Inspector's report and recommendation.

A letter dated January 14, 2013 from Dan Lyle was received by the Regional District office on January 16, 2013 (copy attached). In this letter, Mr. Lyle states that he did not receive the first letter sent to him by registered mail, from our office, on November 17, 2011. Attached is the correspondence of the Regional District and the Canada Post records.

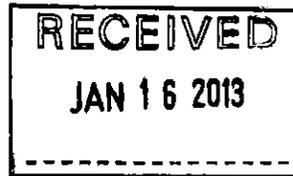
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It is the Board's decision to either table the consideration of the matter in order to accommodate Mr. Lyle as a delegation, proceed with the notice on title, or not proceed with the notice on title.

Submitted by:   
Charity Hallberg Dodds, Planning Assistant

Reviewed by:   
Russell Dyson, CAO

Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni , B.C. Canada  
V9Y 2E3



Attention: Mr. Russell Dyson,

January 14, 2013

**Re: 10976 Taylor Arm Drive, Port Alberni**

Our company shipping/receiving was closed over the holiday break so I just recently received your Dec 20<sup>th</sup> registered letter that came addressed to me here at PMC Burnaby.

I did not receive your noted Nov 16<sup>th</sup> registered letter so not certain what address you sent the letter to.

The original building permit application redesign drawing that I submitted to bring the building into compliance came from an on-site meeting that we had with Don Anderson a previous building inspector. Mr. Anderson's solution turned out to be not an acceptable solution to the ACRD District even though the overall height was within inches of the allowable height.

Based on discussions with Rob Gaudreault- we provided a new design that unfortunately requires the removal of the entire 2<sup>nd</sup> floor space then replacement with a new 5/12 slope truss roof system.

The cost of bringing the building into compliance is well beyond any original estimates by both parties and we have now completely lost the use of the 2<sup>nd</sup> floor space.

In order to reduce the project costs I am obtaining a quote for a flat roof solution.

I am continuing to use J Robbins construction to cost out the project solutions and remain waiting for the cost of a flat roof solution from the contractor.

Once I receive his quote we will make a decision on the direction we will take with this matter.

Regards,

A handwritten signature in black ink, appearing to read "Dan Lyle". The signature is fluid and cursive, with a long horizontal stroke extending to the left. It is positioned below the "Regards," text and above the printed name "Dan Lyle".

Dan Lyle

#16-11100 Railway Ave.,  
Richmond, B.C. V7E 6J8



December 20, 2012

Daniel K. Lyle  
PMC-Sierra Ltd.  
8555 Baxter Place  
Burnaby, BC

Dear Mr. Lyle:

**RE: NOTICE ON TITLE: Contravention of the Regional District Building Bylaw observed at 10976 Taylor Arm Drive/ Lot 29, District Lot 622, Clayoquot District, Plan 12452**

A letter dated November 16, 2011 was sent to you by registered mail on November 17, 2011. Numerous emails and phone calls have taken place between ACRD staff, yourself, and your contractors in order to develop a solution to the non-conformance. To date, the building permit for the required alterations has not been picked up. The Alberni-Clayoquot Regional District will now continue with the placement of a Notice on Title, as per Bylaw F1091, on the above property.

Please be advised that this contravention will be brought before the Board of Directors on **January 23, 2013** with a request to place a Notice on Title. It is recommended that you contact the Building Department to discuss this matter prior to this meeting. Our office is open from 8:00 am until 4:30 pm Monday through Friday except for statutory holidays. Alternatively, we can be reached by phone at (250) 720-2700.

Sincerely,

Russell Dyson, Chief Administrative Officer

cc: Regional Board of Directors



**Lettermail**  
**Statement of Mailing**

**Poste-lettres**  
**Déclaration de dépôt**

C042983103

2

Mailed by Customer Number Expédié par N° du client: 0004526775

ALBERNI-CLAYOQUOT REG DIST

3008 5TH AVE

PORT ALBERNI, BC, V9Y 2E3

Charity Hallberg Dodds

(250) 720-2701

Mailed on behalf of Expédié au nom de: (0004526775) ALBERNI-CLAYOQUOT REG DIST

DMC CVML:

CIF ACMA: No

Co-pkgd in PM pc Conditionnement commun de la Poste-publications: No

Address Accuracy Exactitude des adresses:



4065 10C04 29831 032P0 VR1AA 1220

**Customer Client**

Paid By Customer No. N° du client/compte

0004526775

Method of Payment Mode de paiement

Account / Porter au compte

Contract No. N° de la convention

Date of Mailing Date de l'envoi

2012/12/20

Customer Reference Référence du client

D. Lyle

Outlet Name/No. Nom/N° de l'établissement

PORT ALBERNI STN A 6510

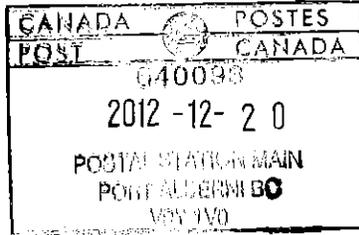
Full Mailing Type Dépôt entier

Monos	Skids Palettes	Flats Tubs Cont. obj Plats	Letterainers Cont. à Lettres

Service Description Description du service	Pieces Pièces	Weight Poids	Price / Piece (\$) Tarif / pièce (\$)	Price / kg (\$) Tarif / kg (\$)	Metered Rate Afr. Mach.	Options Code \$ Code d'options \$	Total Cost (\$) Total des frais (\$)
Standard Letters	1	8.00 g	0.610		R	\$8.25	\$8.86



RW 248 762 143 CA



TOTAL 1 0.01 kg \$8.25 \$8.86

The Customer warrants that this mailing does not contain dangerous goods and otherwise complies with the terms and conditions as agreed to.

Le client garantit que cet envoi ne contient pas de matières dangereuses et qu'il est conforme aux conditions acceptées.

Address Accuracy Adjustment Rajustement - exactitude des adresses

Phantom Adjustment Rajustement - tarif compensatoire

Less Total Calculated Metered Postage Moins le total calculé - machine à affranchir

Sub-total Total partiel

\$8.86

GST/HST TPS/TVH \$1.06 PST/TVP \$0.00

\$1.06

Total Amount Due to CPC Montant total dû à la SCP

\$9.92

Authorized Customer Signature Signature autorisée du client: X *CH Dodds*

OCR LOC %: \_\_\_\_\_ FSM MTGOP %: \_\_\_\_\_

Apply Applier:  Yes Oui  No Non

CPC GST # N° SCP TPS 119321495

Accepted and verified by  
Initiales / Employee No.

Accepté et vérifié par  
Initiales / N° de l'employé:

Version: 12.11.0b-4505

Cheque No. N° du chèque: \_\_\_\_\_

Cheque Amount Montant du chèque: \_\_\_\_\_

This document must accompany your payment to a Canada Post induction site.  
Ce document doit accompagner votre paiement au comptoir de Postes Canada.

*JF*



Date: 2013/01/03

Dear Sir or Madam:

Madame, Monsieur,

Please find below the scanned delivery date and signature of the recipient of the item identified below:

Vous trouverez ci-dessous la date de la livraison et la signature de la personne qui a accepté l'envoi sous mentionné:

Item Number

Numéro d'article

**RW248762143CA**

Product Name

Nom de produit

**Registered Mail/Courrier recommandé**

Reference Number 1

Numéro de référence 1

**Not Applicable/Sans objet**

Reference Number 2

Numéro de référence 2

**Not Applicable/Sans objet**

Delivery Date (yyyy/mm/dd)

Date de livraison (aaaa/mm/jj)

**2013/01/02**

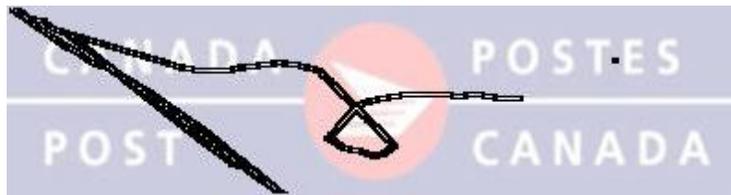
Signatory Name

Nom du signataire

**PAUL PMC SIERRA**

Signature

Signature



Yours sincerely,

Salutations distinguées,

Customer Relationship Network

Réseau des relations avec la clientèle

1-888-550-6333

1 888 550-6333

*(from outside of Canada 1 416 979-8822)*

*(de l'extérieur du Canada 1 416 979-8822)*

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*Cette copie est conforme à la date de livraison et à l'image de signature de la personne qui a accepté les envois susmentionnés. Ces informations ont été extraites de la banque de données de Postes Canada.*



November 16, 2011

Daniel K. Lyle  
PMC-Sierra Ltd.  
8555 Baxter Place  
Burnaby, BC  
V5A 4V7

Dear Mr. Lyle:

**RE: Contravention of the Regional District Building Bylaw observed at 10976 Taylor Arm Drive/Lot 29, District Lot 622, Clayoquot District, Plan 12452**

With regards to the ongoing contravention on the above property, the Regional District is now commencing with the placement of a Notice on Title, as per Bylaw F1091.

Please be advised that this contravention will be brought before the Board of Directors on **January 25, 2012** with a request to place a Notice on Title. It is recommended that you contact the Building Department to discuss this matter prior to this meeting. Our office is open from 8:00 am until 4:30 pm Monday through Friday except for statutory holidays. Alternatively, we can be reached by phone at (250) 720-2700.

Sincerely,

Russell Dyson, Chief Administrative Officer

cc: Regional Board of Directors



Lettermail  
Statement of Mailing

Poste-lettres  
Déclaration de dépôt

C038473233

2

Mailed by Customer Number Expédié par N° du client: 0004526775

ALBERNI-CLAYOQUOT REG DIST

3008 5TH AVE

PORT ALBERNI, BC, V9Y 2E3

Charity Hallberg Dodds

(250) 720-2701

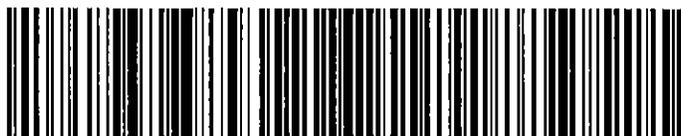
Mailed on behalf of Expédié au nom de: (0004526775) ALBERNI-CLAYOQUOT REG DIST

DMC CVML:

CIF ACMA: No

Co-pkgd in PM pc Conditionnement commun de la Poste-publications: No

Address Accuracy Exactitude des adresses:



4065 10C03 84732 332P0 VR1AA 1116

Customer Client

Paid By Customer No. N° du client/compte

0004526775

Method of Payment Mode de paiement

Account / Porter au compte

Contract No. N° de la convention

Date of Mailing Date de l'envoi

2011/11/16

Customer Reference Référence du client

D. Lyle

Outlet Name/No. Nom/N° de l'établissement

PORT ALBERNI STN A 6510

Full Mailing Type Dépôt entier

Monos	Skids Palettes	Flats/Tubs Cont. obj Plats	Lettertainers Cont. à Lettres

Service Description Description du service	Pieces Pièces	Weight Poids	Price / Piece (\$) Tarif / pièce (\$)	Price / kg (\$) Tarif / kg (\$)	Metered Rate Affr. Mach.	Options Code \$ Code d'options \$	Total Cost (\$) Total des frais (\$)
Standard Letters	1	5.00 g	0.590			R \$8.10	\$8.69



Bylaw Enforcement  
10976 Taylor Ave Drive  
Zoning Bylaw infraction.

TOTAL 1 0.01 kg \$8.10 \$8.69

The Customer warrants that this mailing does not contain dangerous goods and otherwise complies with the terms and conditions as agreed to.

Le client garantit que cet envoi ne contient pas de matières dangereuses et qu'il est conforme aux conditions acceptées.

Address Accuracy Adjustment Rajustement - exactitude des adresses

Phantom Adjustment Rajustement - tarif compensatoire

Less Total Calculated Metered Postage Moins le total calculé - machine à affranchir

Sub-total Total partiel

\$8.69

GST/HST TPS/TVH \$1.04 PST/TVP \$0.00

\$1.04

Total Amount Due to CPC Montant total dû à la SCP

\$9.73

Authorized Customer Signature Signature autorisée du client: X *ChHallberg*

OCR LOC %: \_\_\_\_\_ FSM MTGOP %: \_\_\_\_\_

Apply Appliquer:  Yes Oui  No Non

CPC GST # N° SCP TPS 119321495

Accepted and verified by Initials / Employee No.

Accepté et vérifié par Initiales / N° de l'employé:

Version: 11.09.0b-3607

Cheque No. N° du chèque: \_\_\_\_\_  
Cheque Amount Montant du chèque: \_\_\_\_\_

This document must accompany your payment to a Canada Post induction site.  
Ce document doit accompagner votre paiement au comptoir de Postes Canada.



Date: 2013/01/17

**CHARITY HALLBERG DODDS**

Dear Sir or Madam:

Madame, Monsieur,

Please find below the scanned delivery date and signature of the recipient of the item identified below:

Vous trouverez ci-dessous la date de la livraison et la signature de la personne qui a accepté l'envoi sous mentionné:

Item Number

Numéro de l'article

**RW248762832CA**

Product Name

Nom du produit

**DealerServiceFees/Droitsservdétailla**

Reference Number 1

Numéro de référence 1

**Not Applicable/Sans objet**

Reference Number 2

Numéro de référence 2

**Not Applicable/Sans objet**

Delivery Date (yyyy/mm/dd)

Date de livraison (aaaa/mm/jj)

**2011/11/18**

Signatory Name

Nom du signataire

**BENJAMIN MIJARES**

Signature

Signature



Yours sincerely,

Salutations distinguées,

Customer Relationship Network

Réseau des relations avec la clientèle

1-888-550-6333

1-888-550-6333

*(from outside of Canada 1 416 979-8822)*

*(de l'extérieur du Canada 1 416 979-8822)*

*This copy conforms to the delivery date and signature of the individual who accepted and signed for the item in question. This information has been extracted from the Canada Post data warehouse.*

*Ceci est une copie conforme de la date de livraison ainsi que de la signature de la personne qui a accepté les envois sous mentionnés. Ces informations ont été extraites de la banque de données de Postes Canada.*



## MEMORANDUM

**To:** Russell Dyson, CAO and the Regional Board of Directors  
**From:** Charity Hallberg Dodds, Planning Assistant  
**Date:** January 17, 2013  
**Subject:** DVD12007 Coulson Aircrane Ltd. – 7500 Airport Road

---

### Background

On January 9, 2013 the Regional Board reviewed an application for a development variance permit relating to 7500 Airport Road legally described as Lease Area (including Lots 1, 2, 23, 24) of BLOCK F, OF BLOCK 209, DISTRICT LOTS 130, 157, 171, 172 AND 204, ALBERNI DISTRICT.

The Board recommended that this application be furthered to the next stage of the variance process. This involved notifying all property owners within 200 feet of the property which has been completed. No letters have been received to date. If any objections or responses are received prior to the January 23, 2013 Board meeting, staff will inform the Board.

This development variance permit will reduce the building setback from 3 metres (9.84 feet) to 1.5 metres (5 feet) to allow for the construction of an addition to an existing building.

### Recommendation

That the Regional Board pass a resolution to issue Development Variance Permit DVD12007.

Submitted by:   
Charity Hallberg Dodds, Planning Assistant

Reviewed by:   
Mike Irg, Manager of Planning and Development

### DVD12007

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułuʔiłʔatḥ Government, Huu-ay-aht First Nations Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



**DEVELOPMENT VARIANCE PERMIT NO. DVD12007**

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

A Development Variance Permit is hereby issued to:

**Name:** Coulson Aircrane Ltd.

**Address:** 7500 Airport Road

With respect to:

**Legal Description:** Lease Area (including Lots 1, 2, 23, 24) of BLOCK F, OF BLOCK 209, DISTRICT LOTS 130, 157, 171, 172 AND 204, ALBERNI DISTRICT

**PID:** 017-507-898

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- (i) Reduce the building setback from 3 metres (9.84 feet) to 1.5 metres (5 feet) to allow for the construction of an addition to an existing building.

In accordance with the provision of Section 922 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on January 23, 2013.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on January 23, 2013.

\_\_\_\_\_  
Russell Dyson, CAO

\_\_\_\_\_  
Chair of the Board of Directors

**DVD12007**



## MEMORANDUM

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

**From:** Charity Hallberg Dodds, Planning Assistant

**Date:** January 17, 2013

**Subject:** RE09009 (Evans) Rezoning/OCP Amendment Application

### Background:

An application for rezoning and OCP amendment was made by Mr. Evans in August of 2009 for property located at 7955 Beaver Creek Road. A public hearing for Bylaws P1243 and P1244 was held on January 25, 2010. Although Mr. Evans indicated that he would like to proceed, no further progress was made.

In December 2012, Phil Getz, acting as agent for Mr. Evans, came to the Regional District office to pay for a second public hearing as well as to notify us that Mr. Evans would like to move forward with his application. After receiving the relevant authorization, staff proceeded to schedule and hold a second public hearing on January 15, 2013. It was shortly after the hearing that it was realized that Bylaws P1243 and P1244 received 2<sup>nd</sup> and 3<sup>rd</sup> readings on January 27, 2010. As a public hearing cannot be held after 3<sup>rd</sup> reading, the hearing is invalid and must be held again.

Staff requests the Board rescinds 3<sup>rd</sup> readings of Bylaws P1243 and P1244 and delegates the public hearing to the Director of Electoral Area "E" Beaver Creek, the Alternate Director, or the Chairperson of the Regional Board consequently allowing us to proceed with scheduling a new public hearing.

### Recommendations:

That the Regional Board:

- rescinds third reading of Bylaw P1243;
- rescinds third reading of Bylaw P1244; and
- delegates the public hearing to the Director of Electoral Area "E" Beaver Creek, the Alternate Director, or the Chairperson of the Regional Board.

Submitted by:   
Charity Hallberg Dodds

Reviewed by:   
Mike Irg, Manager of Planning and Development

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BY-LAW NO. P1243

A BY-LAW TO AMEND BY-LAW NO. P1027,  
BEAVER CREEK OFFICIAL COMMUNITY PLAN

WHEREAS by Section 884(2) of the Local Government Act, all by-laws 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 by-law may be cited as the Beaver Creek Official Community Plan Amendment By-Law No. P1243.

2. Schedule B, the plan map, is hereby amended by redesignating Lot A, District Lot 32, Alberni District, Plan 7063, except Parcel A (DD 64623N) Thereof from "Acreage Residential" to "Low Density Residential" as shown on Schedule "A" which is attached to and forms part of this by-law.

3. This by-law shall come into force and take effect upon the adoption thereof.

Read a first time this 28<sup>th</sup> day of October, 2009  
Read a second time this 27<sup>th</sup> day of January, 2010  
Read a third time this 27<sup>th</sup> day of January, 2010

Adopted this                      day of                      , 2010.

---

Chairperson

Evans - *Beaver Creek*

---

Secretary



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BY-LAW NO. P1244

OFFICIAL ZONING ATLAS AMENDMENT NO. 636

A by-law of the Regional District of Alberni-Clayoquot to amend By-law No. 15, being the "Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971".

WHEREAS the Local Government Act authorizes the Regional Board to amend a zoning by-law after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the Local Government Act;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This by-law may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment By-law No. P1244.

2. By-law No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning:

Lot A, District Lot 32, Alberni District, Plan 7063, except Parcel A (DD 64623N) Thereof from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule 'A' which is attached to and forms part of this by-law.

3. This by-law shall come into force and take effect upon the adoption thereof.

Read a first time this 28<sup>th</sup> day of October, 2009  
Read a second time this 27<sup>th</sup> day of January, 2010  
Read a third time this 27<sup>th</sup> day of January, 2010

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary-Treasurer

*Evans - Beaver Creek*





## MEMORANDUM

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

**FROM:** Charity Hallberg Dodds

**DATE:** January 16, 2013

**RE:** ABC Alberni Boat Centre Rezoning – 2945 Alberni Highway

Bylaws P1285 and P1286 were on the agenda for adoption at the January 9<sup>th</sup>, 2013 Board of Directors' meeting. It was at that meeting that an error in P1285 was realized making the bylaw invalid. Cherry Creek Official Community Plan Amendment Bylaw P1306 has been drafted and now replaces P1285 correcting the OCP mapping error. Staff recommends that the original referral agency comments received in January and February of 2012 be considered by the Board.

Zoning Atlas Amendment Bylaw P1286 is still valid although requires third reading to be rescinded to allow for both bylaws to be taken back to public hearing.

### Recommendation

That the Regional Board:

- receives the staff memorandum;
- accepts the original referral agency comments received in January and February of 2012;
- rescinds third reading of Bylaw P1286;
- gives first reading to Bylaw P1306; and
- delegates the public hearing for Bylaws P1286 and P1306 to the Director for Electoral Area "F" Cherry Creek, the Alternate Director, or the Chairperson of the Regional Board.

Submitted By: \_\_\_\_\_

  
Charity Hallberg Dodds, Planning Assistant

Reviewed By: \_\_\_\_\_

  
Mike Irg, Manager of Planning and Development

**RF11009**

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1286

OFFICIAL ZONING ATLAS AMENDMENT NO. 655

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

WHEREAS the Local Government Act authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the Directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1286.

2. By-law No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT 18, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906, EXCEPT PART IN PLAN 2051 RW from Small Holdings (A1) District to Highway Commercial (C4) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 25<sup>th</sup> day of January, 2012

Read a second time this 28<sup>th</sup> day of March, 2012

Read a third time this 28<sup>th</sup> day of March, 2012

Adopted this                      day of                      , 2013

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Chairperson

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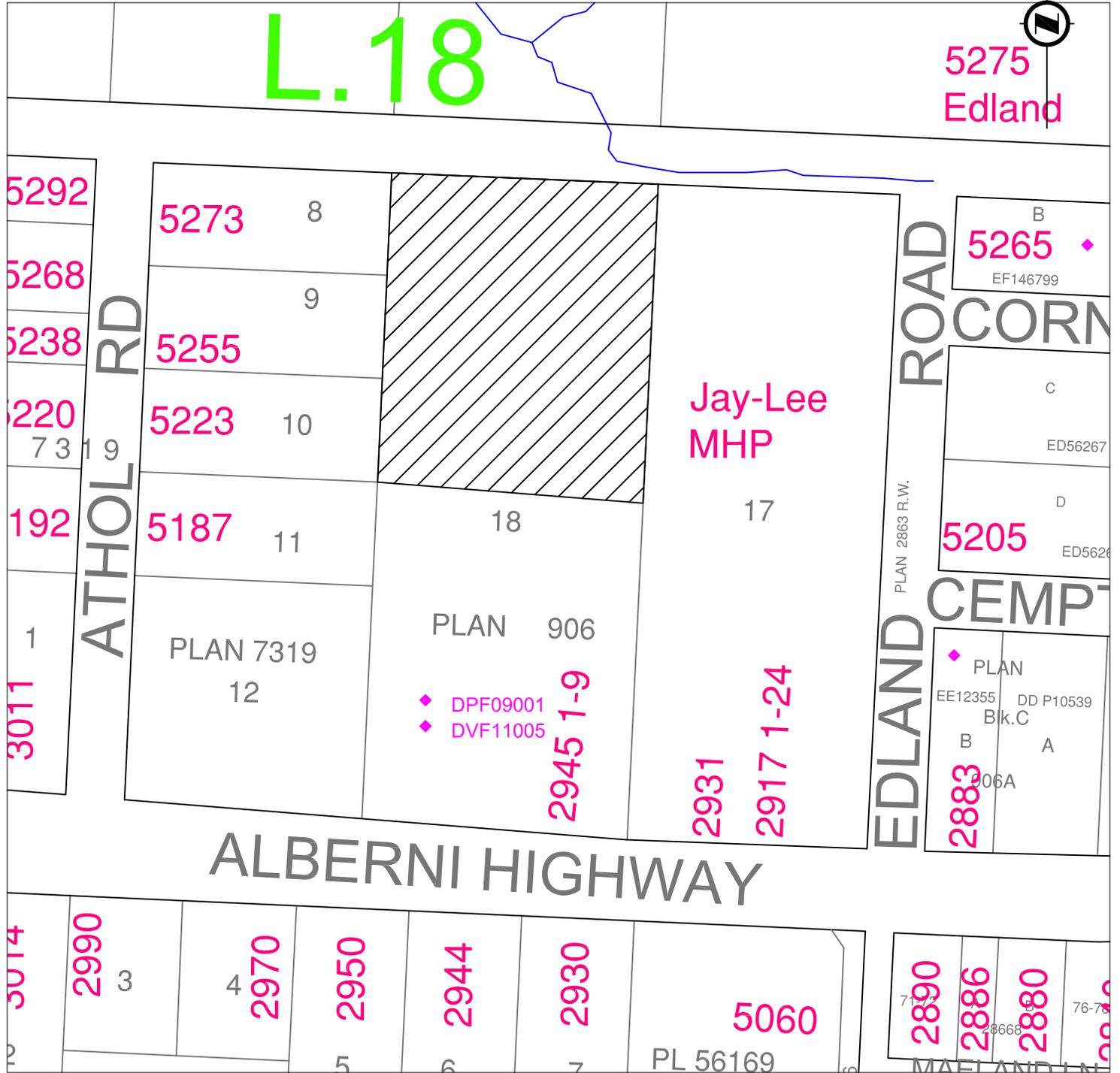
Chief Administrative Officer

# Schedule 'A'

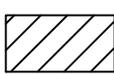
This schedule is attached to and forms part of Bylaw P1286



**L. 18**



Legal Description: Lot 18, District Lot 18, Alberni District, Plan 906 except part in Plan 2051RW.

 To be rezoned from Small Holdings (A1) District to Highway Commercial (C4) District.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1306

A BYLAW TO AMEND BYLAW P1278  
CHERRY CREEK 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 Cherry Creek Official Community Plan Amendment Bylaw No. P1306.

2. P1278, Schedule A, Map No. 2 and 2A, is hereby amended by redesignating a portion of LOT 18, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906, EXCEPT PART IN PLAN 2051 RW from "Residential Use" to "Commercial Use" 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 XXX day of XXX, 2013

Read a second time this XXX day of XXX, 2013

Read a third time this XXX day of XXX, 2013

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chief Administrative Officer

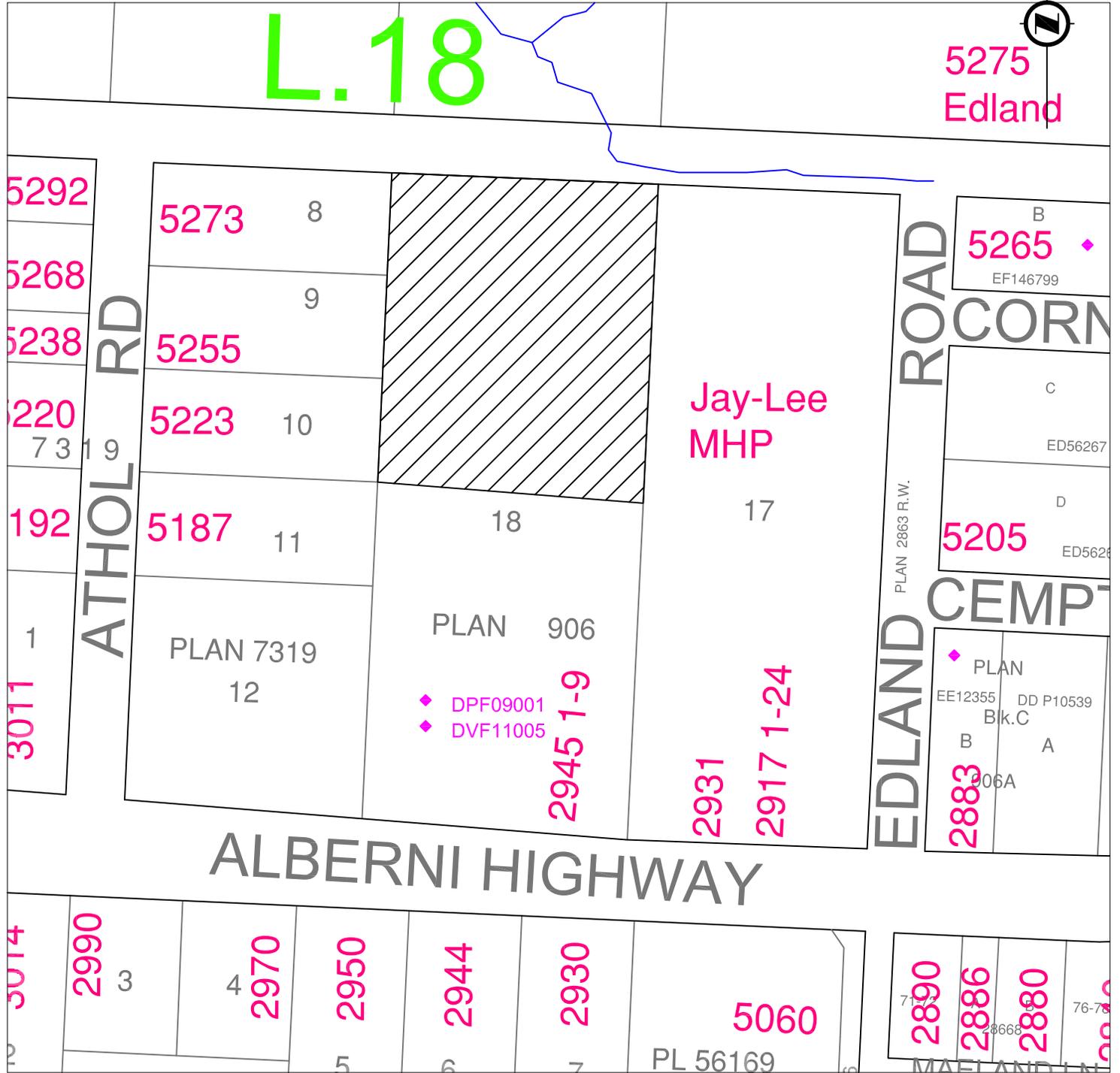
**RF11009 / PL20110038**

# Schedule 'A'

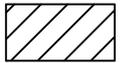
This schedule is attached to and forms part of Bylaw P1306



L.18



Legal Description: A portion of LOT 18, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 EXCEPT PART IN PLAN 2051RW.



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



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000





## REZONING APPLICATION

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

**DATE:** January 11, 2013

**FROM:** Alex Dyer, Planner

**ACRD FILE:** RF12007

**APPLICANT:** Ken Wilson & Trisha Gunderson      **AGENT:** Jim McManus

**LEGAL DESCRIPTION:** LOT A, DISTRICT LOT 271, ALBERNI DISTRICT, PLAN VIP84862

**LOCATION:** 610 Franklin River Road

**ELECTORAL AREA:** "F" Cherry Creek

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**Recommendation:** That the Regional Board:

- 1) Receive the staff report;
- 2) Proceed with first reading of Bylaw No. P1305 to rezone the property from Forest Rural (A3) District to Rural (A2) District, subject to the following:
  - a. Access to both proposed parcels approved and supported by the Ministry of Transportation and Infrastructure; and
  - b. Meeting all technical referral agency requirements.
- 3) Pass the following resolution: "That the public hearing for Bylaw P1305 be delegated to the Director for Electoral Area "F" Cherry Creek, the alternate director, or the Chairperson of the Regional Board.

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**RF12007**

Page | 1

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

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

**Applicant's Intention:** The applicants' intention is to subdivide the property into two (2) parcels. The conceptual plan provided by the applicants shows one proposed lot being approximately 5.9 acres in size with the other parcel being approximately 5.6 acres in size.

**Observations:**

**1. Property Description:** The property is 11.26 acres in total. There is an existing single family dwelling and a detached garage located at the rear of the property. There is a long access driveway that travels throughout the property connecting the house and garage with the road. The property slopes up sharply from the road and then generally upward until it increases sharply again closer to the rear of the property. The property is mostly treed with second growth timber except for the area immediately surrounding the house and garage.

**2. Services:**

- (a) Sewage Disposal:** On-site sewage disposal.
- (b) Water Supply:** The property is currently serviced by a well. Several of the properties along Franklin River Road have agreements with the City of Port Alberni for water service. The applicants intend to enter into a water service agreement with the City to provide water to the proposed vacant parcel.
- (c) Fire Protection:** The property is located within the Franklin River Road Fire Protection Service Area which contracts the City of Port Alberni Fire Department for fire protection.
- (d) Access:** Road access is provided to the property off Franklin River Road. The driveway initially slopes sharply away from the road and is constructed along a stretch of the road that provides reasonable sightlines for vehicles entering and leaving the property. Should the applicants wish to proceed to a subdivision application, the Regional District would likely support an easement to allow both parcels to use the existing access driveway as adding a second connection to the road is not favourable. This rezoning application will be referred to the Ministry of Transportation for their initial comments regarding legal access to both proposed parcels.

**3. Existing Planning Documents Affecting the Site:**

- A. Agricultural Land Reserve:** Not in the ALR

- B. **Official Community Plan:** The Cherry Creek Official Community Plan designates the property as “Rural Use”. Policy 8.2.1 of the OCP states that it is the Regional District’s policy to maintain a minimum lot size of 2 hectares in areas designated as Rural.

***The proposal complies with the policies and objectives of the Rural Use designation in the Cherry Creek OCP.***

- C. **Zoning:** The property is zoned Forest Rural (A3) District. The applicants are applying to rezone the property to Rural (A2) District in order to subdivide the parcel into 2 lots.

<b>A3 District Requires:</b>		<b>A2 District Requires:</b>	
Minimum Lot Area:	10 acres	Minimum Lot Area:	5 acres
Minimum Lot Width:	330 feet	Minimum Lot Width:	330 feet
Minimum Setbacks		Minimum Setbacks	
Front:	50 feet	Front:	50 feet
Rear:	30 feet	Rear:	30 feet
Side:	15 feet	Side:	15 feet

The concept subdivision plan provided by the applicants does not comply with the minimum parcel size in the Forest Rural (A3) District. The application to rezone the property to Rural (A2) District will facilitate the proposed subdivision.

***The proposal complies with the requirements of the Rural (A2) District in the ACRD Zoning Bylaw.***

**Comments:**

1. Access to the property is currently provided by a newly constructed and well established gravel driveway connecting with Franklin River Road. The property generally slopes upward away from the road with portions of the driveway being relatively steep. A second driveway to provide access to the rear parcel, once the property is subdivided, is not favourable and staff supports an easement over the existing driveway to provide access to both proposed parcels. The application will be referred to the Ministry of Transportation and Infrastructure to seek their input on access requirements.
2. The applicant intends to enter into an agreement with the City of Port Alberni to provide potable water to the proposed new parcel. A few of the property owners

along Franklin River Road have entered into individual water service agreements with the City. The Regional District will require confirmation that the City of Port Alberni will enter into an agreement with the property owners in advance of the rezoning application proceeding to public hearing. The Ministry of Transportation will require that an agreement is in place to provide potable water to the property as a condition of final subdivision approval.

3. Staff is supportive of this rezoning application as it complies with the policies and objectives of the Cherry Creek Official Community Plan which was recently updated and adopted in September, 2012. The Community Plan boundary was extended to include the Franklin River Road and Cox Lake area of Electoral Area "F" in the updated plan. The 2.0 hectare (5.0 acre) minimum parcel size is a density that is supported in the Rural Use designation of the OCP.

Prepared by:



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Alex Dyer, Planner

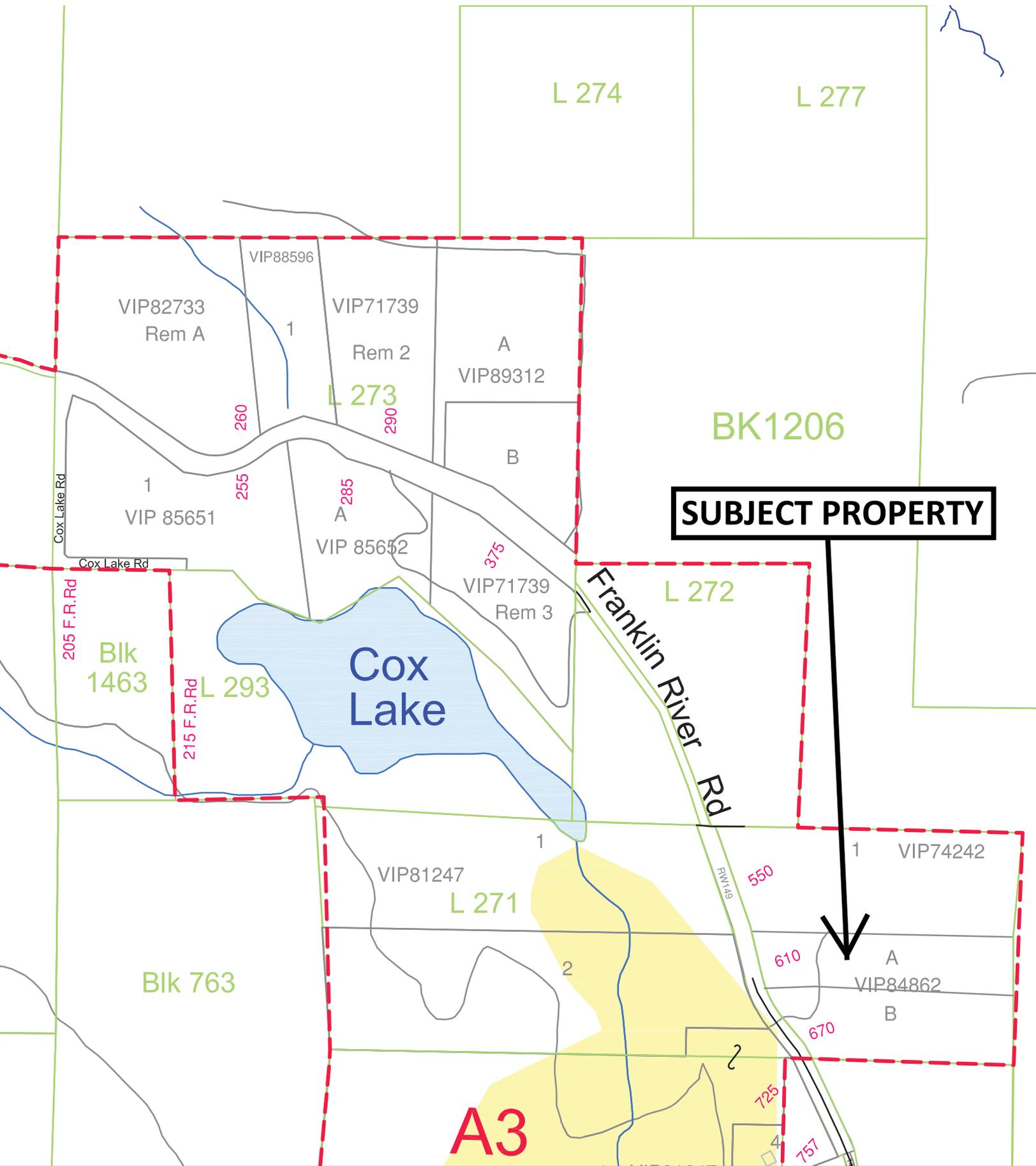
Reviewed by:



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Russell Dyson, Chief Administrative Officer





**SUBJECT PROPERTY**

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1305**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 665**

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1305.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT A, DISTRICT LOT 271, ALBERNI DISTRICT, PLAN VIP84862 from Forest Rural (A3) District to Rural (A2) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this    day of    , 2013  
Public Hearing held this    day of    , 2013  
Read a second time this    day of    , 2013  
Read a third time this    day of    , 2013

Adopted this    day of    , 2013

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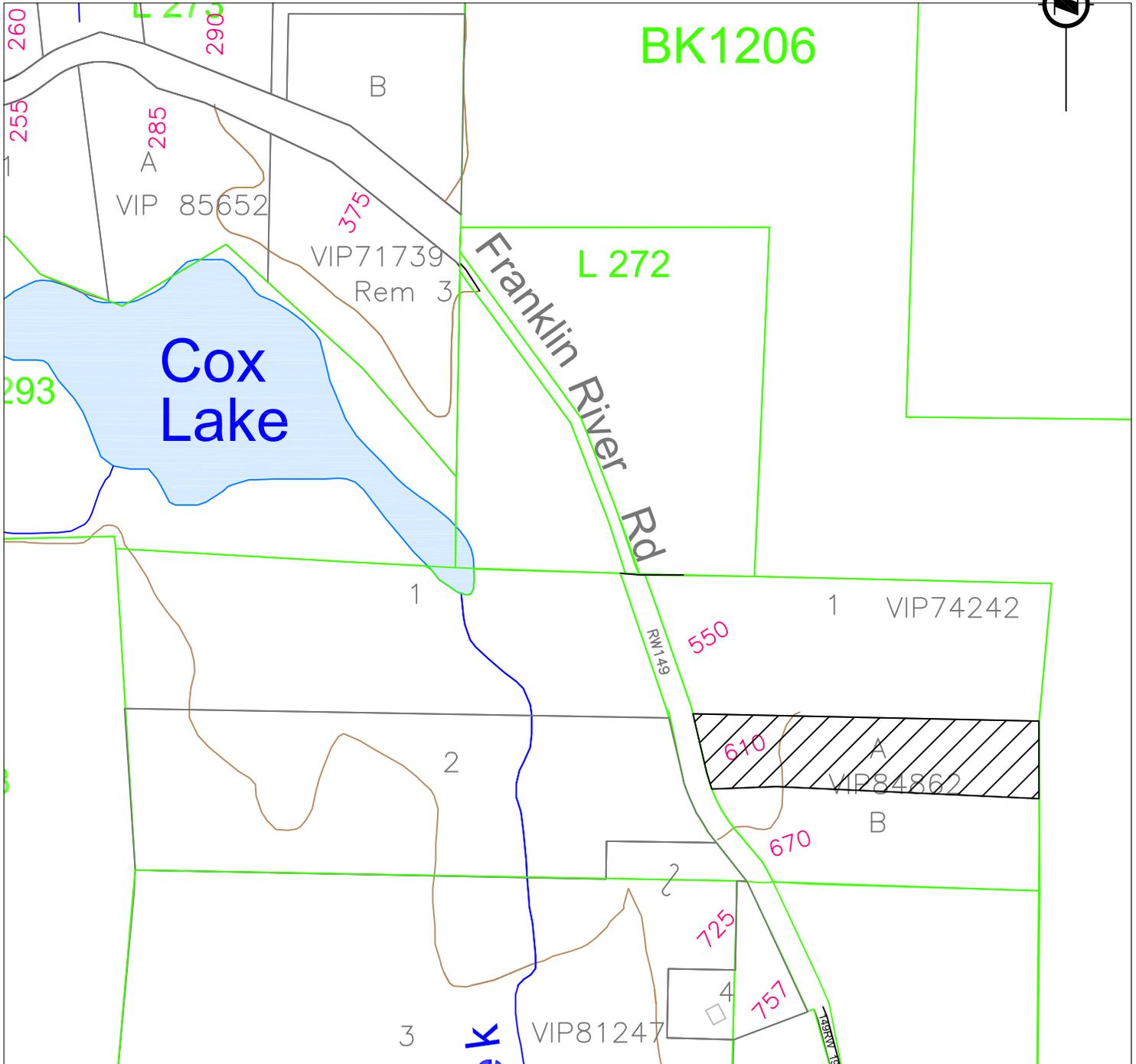
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1305



Legal Description: LOT A, DISTRICT LOT 271, ALBERNI DISTRICT, PLAN VIP84862



To be rezoned from Forest Rural (A3) District to Rural (A2) District.



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT



**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of January 17, 2013**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Feb. 9/11 WC	Meet with John Aldag, Acting Superintendent, PRNP to discuss water supply and outstanding lease issues at Long Beach Airport	Russell	Lease 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. 6/12 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.22/12 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	Board direction February 2013
5.	July 25/12 Board	Review the ACRD's Purchasing/Tendering Policy and investigate options for flexibility in awarding tenders to local contractors/bidders	Russell/ Wendy	Initial background underway
6.	Sep.19/12 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
7.	Nov. 4/12 Board	Explore the conduct of a Transit Feasibility Study for the region by BC Transit	Russell/ Tanis	Met with BC Transit consulting with other Regional District's
8.	Jan. 9/13 Board	The Board of Directors appointed Director Kokura to the Port Alberni Port Authority Transportation Committee and Director McNabb the Alternate – Advise the PAPA and update the Comm. List	Wendy	Done
9.	Jan. 9/13 Board	The Board of Directors awarded a Special Events Grant in aid Region Wide in 2013 to the Alberni Valley Wrestling Club in the amount of \$2,500 – Send them a letter advising they have been awarded the grant and outline the timelines for grant applications for subsequent years	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
10.	Jan. 9/13 Board	The Board of Directors approved the 2013 Committee List as presented with amendments – Make amendments, update list, advise agencies, circulate copies to Board, Staff etc.	Wendy	Done
11.	Jan. 9/13 Board	Send a letter to the Coastal Regional Chairs Group proposing that the forum for them to deal with Coastal Ferries issues is through the CCN or AVICC	Wendy	Drafting
12.	Jan. 9/13 Board	The Board of Directors endorsed the Memorandum of Understanding with the Tseshaht First Nation for gravel extraction from District Lot 307 for use at the Alberni Valley Landfill as amended and presented – Advise TFN and prepare MOU for signatures	Russell	Preparing for signatures
13.	Jan. 9/13 Board	Provide the Long Beach Recreation Cooperative with the synopsis of requirements in order to move forward with the Long Beach Golf Club Lease	Russell	Lawyers drafting synopsis
14.	Jan. 9/13 Board	Forward a letter to the District of Ucluelet supporting the renewal of their hotel tax	Russell	Done
15.	Jan. 9/13 Board	The RHD Board of Directors adopted the Alberni-Clayoquot Health Network Strategic Plan – Advise Tanis and the ACHN Planning Group Provide on ACRD Website	Shelli	Done
16.	Jan. 9/13 Board	The RHD Board approved the 2013 Committee list as presented with an amendment to include West Coast Health Group – Amend, circulate and post	Wendy	Done
<b>Finance Department</b>				
17.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	Advertising in process
18.	April 25/12 BD	Draft a new Directors expense for reflecting the changes adopted in Bylaw A1066-1	Andrew	Drafting
19.	June 27/12 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
20.	July 11/12 Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	Budget 2013
21.	Dec. 7/12 Board	Director Solda was elected Chairperson and Director Cote Vice-Chairperson – Prepare banking signatories	Teri	Arranging
22.	Jan. 9/13 Board	Develop a report on Legal Bills for review by the Board at an in-camera meeting	Teri	Next in-camera meeting

#	Date	Action Item	Assigned to	Target Date/Update
23.	Jan. 9/13 Board	The Board of Directors authorized staff to donate Alternate Director for Area 'B' Beaufort - Wayne Crowley's remuneration in the amount of \$320.00 to the AV Hospice Society – Forward letter and cheque to the AV Hospice Society – CC Wayne Crowley	Teri/ Andrew	Processing
<b>Environmental Services Department</b>				
24.	June 6/08	Bamfield Liquid Waste Management Infrastructure Planning Grant	Andy/ Janice	Arranging a community meeting to discuss the report – February 2013
25.	Apr. 6/10	West Bamfield Harbour Authority Dock Improvements (ICET)	Andy/ Janice	Work to be completed in 2013 – In Progress
26.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
27.	Sept. 8/10 WC	Investigate options for implementing passenger and airport improvement fees at the Long Beach Airport	Andy	Investigate with the Long Beach Airport Authority – January 2013
28.	Sept. 8/10 WC	Investigate the possibility of leasing property at the Long Beach Airport for TFN to drill a well for water to their reserve	Russell	Reviewing alternatives – ongoing
29.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/Russell	In Progress
30.	March 28/12 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 – Developed short term solution to eliminate boil water advisories
31.	April 11/12 BD	Investigate options for dumping land clearing debris on the West Coast	John	In Progress
32.	May 9/12 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	Waiting for stage 2 approval
33.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy/ Janice	Increased signage requested – to be discussed next Log Train Trail Adv. Mtg

#	Date	Action Item	Assigned to	Target Date/Update
34.	July 9/12 WC Comm	Investigate options for renting out the new tractor at the Long Beach Airport to the West Coast Communities	Mark/ John	In Progress
35.	Aug. 8/12 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
36.	Sept. 12/12 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
37.	Oct. 10/12 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/ Janice	In progress
38.	Oct. 10/12 Board	The Board allocated \$36,500.00 of Gas Tax funding for the Bamfield Water Chlorination project.	Andy/ John	Projects being designed
39.	Jan.9/13	The Board of Directors accepted McGill & Associates Engineering Ltd. as the successful applicant of the Request for Proposals for the engineering study of the Bell Road and Stuart Avenue service area. The total cost of this proposal is \$10,000 with the ACRD paying \$2500 and \$7500 provided by the BC Infrastructure Planning Grant – Proceed with project	Andy/ John	Project Proceeding
<b>Planning Department</b>				
40.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2013
41.	June 1/09	Bamfield OCP Review	Mike	Ongoing
42.	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
43.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
44.	n/a	Alberni Valley OCP Review	Mike	In progress
45.	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

#	Date	Action Item	Assigned to	Target Date/Update
46.	April 11/12 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
47.	July 11/12 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
48.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the ACRD	Mike	Reviewing
49.	Nov. 14/12 Board	Forward a letter to Ms. Lynne Magee, Regional Drinking Water Coordinator, VIHA with copies to the District of Ucluelet and the Yuuṭuṭiṭʔatḥ Government, regarding development of the junction property on Highway 4 and the Tofino-Ucluelet Highway, requesting the following: <ul style="list-style-type: none"> <li>a. What type of input can the ACRD provide with regards to the development of the junction property on Highway 4 and potential impacts to the District of Ucluelet's well head, and;</li> <li>b. The ACRD be included in all meetings with regards to development of the property and protection of the water site</li> </ul>	Mike	Done
50.	Nov. 14/12 Board	Forward a letter to Minister Lake, Ministry of Environment following up on discussion at the UBCM convention regarding what the Province is proposing to do with the fees charged to illegal float homes in Barclay Sound and Great Central Lake	Mike	Done
51.	Nov. 14/12 Board	Investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada	Mike	Investigating
52.	Jan. 9/13 Board	The Board of Directors endorsed the Alberni Valley Community Food Charter as presented		Done

#	Date	Action Item	Assigned to	Target Date/Update
53.	Jan. 9/13 Board	The Regional Board authorized the Agricultural Development Committee to spend \$2,500 for the opportunity to be the Feature Farming Community, \$500 for hosting the welcome reception and \$400 for travel and incidental expenses – Advise Committee and proceed with participation		Done
54.	Jan. 9/13 Board	Rezoning Application RF11009, ABC Boat Centre, there was an error with the Bylaws for this application – Correct for next Board Agenda		Jan. 23 <sup>d</sup>

Issued: January 17, 2013



**Alberni-Clayoquot Regional District**

**Board of Directors Meeting Schedule  
February 2013**

<b>DATE</b>	<b>MEETING</b>	<b>TIME &amp; LOCATION</b>	<b>ATTENDEES</b>
Monday, February 4 <sup>th</sup>	Public Hearing – Electoral Area “F” (Cherry Creek) – Zeal Holdings/Verhaeghe	7:00 pm – Regional District Board Room	Area “F” Director, Planning Staff
Wednesday, February 6 <sup>th</sup>	Electoral Area Directors Committee Meeting (Financial Planning Meeting)	10:00 am – Regional District Board Room	EA Directors, Senior Staff
	Alberni Valley Committee Meeting	1:30 pm – Regional District Board Room	AV Directors, Senior Staff
Thursday, February 7 <sup>th</sup>	Fisheries Committee Meeting	1:00 pm – Regional District Board Room	Committee, Staff
	Bamfield OCP Open House/Conceptual Study for Waste Water Treatment Public Review	3:00 – 8:00 pm – Bamfield Community School	Area “A” Director, Planning & Env. Svs. Staff
Wednesday, February 13 <sup>th</sup>	Committee-of-the-Whole Meeting (Grant-in-Aids) - Lunch Provided	10:00 am – Regional District Board Room	Directors, Senior Staff
	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Senior Staff
	Regional Hospital District Meeting	Immediately following above	Directors, Senior Staff
Wednesday, February 20 <sup>th</sup>	West Coast Emergency Planning Meeting	Time and Location to be announced	West Coast Directors, CAO
Thursday, February 21 <sup>st</sup>	Alberni-Clayoquot Health Network Planning Group	10:00 am – Regional District Board Room	Planning Group, Tanis, Staff
Wednesday, February 27 <sup>th</sup>	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Senior Staff

Issued: January 17, 2013



**MEMORANDUM**

**TO:** Regional Board of Directors

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

**DATE:** January 17, 2012

**RE:** **Monthly Activity Report – Planning and Development**

<b>2011 Total</b>	<b>2012 Total</b>	<b>APPLICATION</b>
10	7	Rezoning
11	10	Development Permit and Development Variance Permit
13	7	Subdivisions
0	0	Agricultural Land Reserve
3	3	Board of Variance
14	12	Crown Leases
24	20	Bylaw Enforcement
5	15	Miscellaneous
80	74	TOTAL APPLICATION RECEIVED

**Other Planning Projects**

Beaver Creek OCP – 2<sup>nd</sup> and 3<sup>rd</sup> Readings given November 14<sup>th</sup>. Sent to the Ministry of Community, Sport and Cultural Development for approval.

Sproat Lake OCP – Open House tentatively scheduled for March 14. Draft OCP sent to agencies for initial comments.

Bamfield OCP – Draft OCP has been reviewed with the APC. Open House planned for February 7, 2013.

Agricultural Development Committee – The ACRD is the Feature Farming Community at the upcoming Island Agricultural Show February 1<sup>st</sup> and 2<sup>nd</sup> in Duncan.

West Coast Aquatic Barkley Sound Float Cabin Initiative.

Mike Irg, Manager of Planning & Development



**SUMMARY OF REVENUE AND EXPENDITURES  
FOR PERIOD ENDING DECEMBER 31, 2012**

(PAGE 1)

	<b>2012 YEAR TO DATE ACTUAL</b>	<b>2012 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b>REVENUE</b>			
Tax requisition	\$ 3,587,654	\$ 3,587,654	100.00%
Parcel taxes	682,178	682,178	100.00%
Value added taxes	17,252	2,500	690.08%
Grants in lieu of taxes	77,235	31,900	242.12%
Services provided to other governments	70,261	167,677	41.90%
Sale of services	3,409,876	2,811,800	121.27%
Other revenue	260,766	158,000	165.04%
Grants from other sources	5,189,648	5,077,077	102.22%
Surplus (deficit) from prior years	1,134,550	1,103,148	102.85%
Committed surplus from prior year	2,139,638	2,137,538	100.10%
	<hr/>		
<b>SUBTOTAL</b>	16,569,058	15,759,472	105.14%
<i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 648,591	\$ 648,591	100.00%
	<hr/>		
<b>TOTAL REVENUE</b>	<b>\$ 17,217,649</b>	<b>\$ 16,408,063</b>	<b>104.93%</b>



**SUMMARY OF REVENUE AND EXPENDITURES  
FOR PERIOD ENDING DECEMBER 31, 2012**

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	2012 YEAR TO DATE ACTUAL	2012 ANNUAL BUDGET	PERCENTAGE OF BUDGET
<b>EXPENDITURES</b>			
Electoral Area Administration	\$ 663,500	\$ 2,693,107	24.64%
General Government Services	1,233,331	1,067,750	115.51%
Franklin Road Fire Protection	3,104	6,900	44.99%
Mountain Ranch Road Fire Protection	2,715	2,715	100.00%
Bamfield Fire Department	100,549	92,000	109.29%
Beaver Creek Fire Department	149,449	236,550	63.18%
South Long Beach Fire Protection	14,000	14,000	100.00%
Sproat Lake Fire Department	370,226	566,700	65.33%
Grandville Road Fire Protection	1,105	1,105	100.00%
E 9-1-1 Telephone System	261,654	264,000	99.11%
Port Alberni - Arena	236,544	238,348	99.24%
Building Inspection	193,842	212,500	91.22%
Noise Control-Beaver Creek	1,000	2,000	50.00%
Animal Control-Sproat Lake	100	3,100	3.23%
Emergency Planning-Alberni Valley	73,856	84,000	87.92%
Animal Control- Beaver Creek	100	3,000	3.33%
Emergency Planning-West Coast	8,301	12,890	64.40%
Beaver Creek Electoral Arena Contribution	27,161	27,661	98.19%
Cherry Creek Electoral Arena Contribution	22,908	23,408	97.86%
Sproat Lake Electoral Arena Contribution	34,258	34,758	98.56%
Noise Control- Cherry Creek	1,000	2,000	50.00%
Custom Transit	340,356	439,000	77.53%
Salmon Beach Sewage Disposal	68,112	66,450	102.50%
South Long Beach Street Lighting	788	750	105.07%
Arvay Road Street Lighting	1,247	1,150	108.43%
South Long Beach Bike Path	3,500	3,600	97.22%
Noise Control-Sproat Lake	4,593	2,000	229.65%
Alberni Valley Airport	149,420	150,000	99.61%
Tofino/Ucluelet Airport	3,555,389	4,451,508	79.87%
Alberni Valley Landfill and Bamfield	1,978,668	2,244,200	88.17%
West Coast Landfill	779,974	801,500	97.31%
Bamfield Community Park	7,310	6,100	119.84%
Sproat Lake Community Park	102,913	142,355	72.29%
South Long Beach Community Park	-	7,500	0.00%
Management of Development- Rural Area	318,118	427,500	74.41%
Regional Planning Services	99,688	152,500	65.37%
Regional Library	356,128	357,100	99.73%
Alberni Valley Tourism Marketing	17,251	2,500	690.04%
Regional Parks	3,005	13,633	22.04%
Salmon Beach Security	49,359	64,900	76.05%
Salmon Beach Garbage Collection	14,201	22,500	63.12%
Salmon Beach Recreation	16,093	29,400	54.74%
Salmon Beach Transportation	91,341	130,350	70.07%
Salmon Beach Water Supply	28,106	30,400	92.45%
Salmon Beach Power	63,867	71,000	89.95%
Alberni Valley Water Study	555	11,306	4.91%
West Coast Multiplex - Proposed	7,500	7,500	100.00%
Beaver Creek Water System	670,099	715,850	93.61%
Bamfield Water System	179,763	172,911	103.96%
Millstream Water System	35,071	32,634	107.47%
Alberni Valley Health Network	39,615	69,750	56.80%
Grant-in-Aids - Combined	284,621	311,403	91.40%
<b>SUBTOTAL</b>	<b>12,665,354</b>	<b>16,527,742</b>	<b>76.63%</b>
Transfer to MFA on behalf of Municipalities	648,591	648,591	100.00%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,313,945</b>	<b>\$ 17,176,333</b>	<b>77.51%</b>



## PORT ALBERNI DETACHMENT MONTHLY REPORT –December 2012



**General Duty Watch:** General Duty (GD) members responded to a total of 800 requests for service in December 2012. There were a total of 67 prisoners incarcerated during the month.

**Municipal Traffic Unit & Detachment Traffic Statistics:** A total of 83 violation tickets were issued during the month. There were 156 written warnings for various infractions and vehicle defects. There were 10 charges for impaired driving and 6 alcohol/drug related suspensions/prohibitions issued. The municipality encountered 14 property damage motor vehicle incidents, 4 injury motor vehicle incidents with 4 persons being injured. In the rural area, there were 3 injury motor vehicle incidents with 4 persons injured and 10 property damage motor vehicle incidents. The Central Vancouver Island Traffic Services Unit has been conducting enforcement in the Alberni Valley, including larger scale check stops during the holiday season.

**General Investigation Section/Drug Enforcement Unit:** In the month of December Port Alberni members worked on a number of investigations that include sex assaults, grow operations, firearms and other drug files.

**Police Dog Services:** Cst. Trickett was involved in the apprehension of an offender who was wanted for serious offences on the Island. The Police Service Dog 'Rook' fought 3 bears immediately before attending the call and successfully tracking and apprehending the offender.

**Community Policing:** Citizens on Patrol (COPS) volunteered 176.5 hours in the month of December and 555 vehicles were run through the SARS (stolen auto recovery system). COPS patrolled a total of 840 kilometers in the Alberni Valley this month, watching for criminal activity where crime trends were identified, and reporting suspicious matters to the detachment. Year end totals reveal that 2353 hours were volunteered by the COPS in support of the local police efforts. Over 10,000 kilometers were travelled and over 7900 vehicles were run through the stolen auto recovery program to determine if they were stolen. In excess of 650 hours were designated for community events and crime prevention initiatives.

The local Crime Stoppers board continues to grow, and the by-laws for the new society are currently being re-written to reflect the current day needs of the police and the community. A large scale public relations campaign is being planned to reinvigorate the program, which will include TV re-enactments and other media strategies.

The annual Volunteer Appreciation Banquet was held at the Legion on December 1<sup>st</sup>, and was very well attended. Over 100 volunteers attended and were honoured by Inspector Richards and Councillor McLemon and others for the tremendous contributions they make to this community. Several volunteers were recognized for their years of service at the 5, 10, 15 and 20 year marks.

**Youth Officer:** Cpl. Allan and Cst. Schedewitz have initiated a Youth Action Committee for the Alberni Valley, which brings together youth mandated local agencies to one table to discuss and assist at risk youth in the community. This safety focussed group will collaboratively problem solve in an effort to prevent further harm to the young person and intervene if they are in an unsafe predicament. Initial participants include the RCMP, MCFD, Youth Probation, USMA, ADAPT, Mental Health, and VAST.

Cst. Schedewitz provided numerous presentations in December, to groups that included the World Youth Organization contingent, Pathways Community Living, ADSS, and the various Elementary Schools. Topics included Suicide Prevention, Drug Prevention, Alcohol Abuse, and the Criminal Justice System. Several DARE graduations were held this month, celebrating the Grade 5 classes who have completed the curriculum and have committed to living healthy lives.

Cst. Schedewitz participated in a safety assessment in one the local elementary schools where a high risk student was identified. This is a key strategy in protecting students and staff against individuals who pose a risk to the overall safety of the school environment for one reason or another.

**Media:** Numerous requests from the media are received on a daily basis.

**Aboriginal Policing Service:** There were 16 calls for service to our four Nuu-chah-nulth First Nations communities during this month. Cpl. Jay Donahue has returned to the Unit as the NCO i/c after Cpl. Burton transferred to Quesnel.

**Police-Based Victim Services:** Our 2 paid and 2 volunteer staff responded to 25 police reported incidents during the month. There were 38 new clients, with the majority requiring assistance with abusive situations. The Victim Services Manager and the Victim Services Assistant Manager attended a Youth Dating Conference in Surrey this month. The Victim Services Unit continues to coordinate the abuse/violence awareness workshop for the Grade 9 students.

(M. Richards) Insp.  
OIC Port Alberni Detachment



### ***Business Retention Survey***

- The Business Retention Survey is in progress. The intent is to interview as many of the more than 600 businesses in Port Alberni as possible. The interviews take approximately 60 minutes. Every business is asked approximately 100 questions; another set of questions are asked of each different sector or business type.
- The results of the interviews will allow us to identify issues and opportunities, compare business districts within the community, compare the community against other communities in BC who are also using the software, and will inform an economic development strategic plan.
- The City has contracted the Alberni Valley Chamber of Commerce to do the survey. This is allowing the Chamber to start their incoming Manager, Bill Collette, earlier than their finances would have allowed. It is also allowing Mr. Collette to get to know the business community here and vice-versa.
- The first set of interviews is being done in Port Alberni's uptown area because City Council has set uptown revitalization as a priority and because a few stakeholders within the uptown area are mobilizing to address issues there.
- The software license we purchased allows for businesses in the Electoral Areas around Port Alberni, and the Districts of Tofino and Ucluelet to be interviewed if desired.

### ***West Coast Multiplex***

- The Economic Development Manager is working with Multiplex organizers to identify funding opportunities and will assist in grant applications.

### ***The Alberni Valley: Feature Farming Community at Islands Agriculture Show Feb 1 & 2***

- The Alberni Valley has secured the 2013 Feature Farming Community status at the Islands Agriculture Show in the Cowichan Exhibition Centre Feb 1 & 2, 2013
- The Alberni Valley Agriculture Development Committee which is responsible for implementing the recommendations in the Alberni Valley Agricultural Plan is organizing for the show. Two Canada World Youth participants are assisting the Committee.
- A 'Taste of the Alberni Valley' welcome reception is being hosted by the Committee at 4:30 PM on Friday February 1<sup>st</sup>. The reception will feature Alberni Valley wines and food prepared by the Port Alberni North Island College campus Culinary Arts program.
- ACRD Chair Cindy Solda will speak at the reception along with Agriculture Development Committee Bill Thomson.

### ***Opportunities BC website***

- The Economic Development Association of BC, in conjunction with the provincial government has created a website featuring commercial and industrial real estate opportunities in BC. Some sales leads have resulted from this. If you are interested in seeing a particular opportunity in your community on this site, please contact EDM Pat Deakin



## **Clayoquot Biosphere Trust Summary of 2012 Activities**

### **Granting**

- \$90K to community organizations through the annual Call for Projects and the discretionary fund accounts of CBT committees
- \$8K to local events
- \$15K in scholarships
- \$6K to region's schools for the What I Learned About My Biosphere program

### **Fundraising**

- raised \$70K through grants and contracts for CBT-led and -initiated projects (e.g., Vital Signs, Eat West Coast network, literacy projects, etc.)
- created a Fund Development Action Plan

### **Community Involvement and Community Support**

- engaged approximately 50 volunteers through the community-led advisory committees that advise the board on project funding (Committees: Community Development, Culture, Education, Marine & Aquatic Environment, Terrestrial Environment)
- initiated strategies to support local community organizations and not-for-profit societies (e.g., e-newsletter with tips and tools to support their organizations; guest speakers; resource library, etc.)
- published a Community Organization Directory:  
[clayoquotbiosphere.org/documents/local/CBTCommunityOrganizationDirectory2012.pdf](http://clayoquotbiosphere.org/documents/local/CBTCommunityOrganizationDirectory2012.pdf)
- helped organize and support a visit by the Minister of Advanced Education, Naomi Yamamoto to discuss advanced education in the region
- convened the Eat West Coast Network, a community "hub" on food security with funding and support from VIHA

### **Research**

- created an archive and library with a searchable database that houses documents, books, etc. related to the Clayoquot Sound Biosphere Reserve Region: [www.westcoastaquatic.info/searchdb/searchdb/](http://www.westcoastaquatic.info/searchdb/searchdb/)
- maintained the Sydney Research Cabin and conducted a Danger Tree safety audit
- published *Vital Signs*, a document measuring regional health using statistics, stories and suggestions for community engagement: [clayoquotbiosphere.org/web/vital-signs/](http://clayoquotbiosphere.org/web/vital-signs/)
- participated in the Canadian Biosphere Reserve Association SSHRC project on best practices in biosphere reserves

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**Governance and Administration**

- joined the Community Foundations of Canada
- developed a three-year business plan (2012-14)
- updated and revised by-laws with the assistance of legal counsel
- conducted a board self-assessment
- updated standard employee agreement
- conducted a strategic planning session to advise the 2013-15 Business Plan

**Communications**

- updated the CBT's website and translated key sections into French: [www.clayoquotbiosphere.org](http://www.clayoquotbiosphere.org)
- wrote a Communications Plan
- regular communications through e-newsletters, blog posts, and social media