



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 10, 2013, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items required 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – March 27, 2013	5-15
<i>THAT the minutes of the Board of Directors meeting held on March 27, 2013 be adopted.</i>	
b. Special Board of Directors Meeting – March 27, 2013	16-17
<i>THAT the minutes of the Special Board of Directors meeting held on March 27, 2013 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
a. Mr. Zoran Knezevic, Manager, Port Alberni Port Authority regarding update on Port Authority activities	
<i>THAT Mr. Zoran Knezevic, Port Alberni Port Authority be invited to address the Regional District Board.</i>	
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. ATTENDANCE INVITATION	18-20
Local Government Leadership Academy, March 25, 2013, invitation to attend 2013 Chief Elected Officials Forum.	
<i>THAT the Board of Directors authorize Chair Cindy Solda to attend the 2013 Chief Elected Officials Forum to be held June 13 & 14, 2013 in Vancouver, BC.</i>	

- b. **REQUEST FOR WEBSITE FORMAT CHANGE** **21**
Ms. Susan Roth, citizen, requesting website formatting changes to allow for more information exchange with regards to Regional District meetings.

THAT the Board of Directors direct staff to consider options for advance dialogue with citizens during the website re-development.

- c. **COASTAL REGIONAL DISTRICT CHAIRS GROUP** **22-26**
Information from the Powell River Regional District regarding the BC Coastal Ferry Service. The Alberni-Clayoquot Regional District has been left out of this dialogue and staff is seeking the advice of the Board on whether the Board wishes to participate or not.

THAT the Board of Directors authorize the Chair to participate in the Coastal Regional District Chairs Group.

- d. **REQUEST FOR NEW REFERENDUM** **27-28**
Mr. Michael Mullin, regarding request for an open vote with signed ballots for the West Coast Multiplex.

THAT the Board of Directors instruct the CAO to send a letter to Mr. Mullen outlining the results and the purpose of the Referendum.

7. CORRESPONDENCE FOR INFORMATION

- a. **VANCOUVER ISLAND REGIONAL LIBRARY** **29-31**
Correspondence to and from the VIRL regarding Library costs
- b. **AUDITOR GENERAL FOR LOCAL GOVERNMENT** **32**
Annual Service Plans
- c. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES** **33-37**
Provincial Forest Vision and Population Projection Project
- d. **NORTH ISLAND COLLEGE** **38**
Wood Tech 21 and Development of the Culture of Wood Institute in Port Alberni
- e. **PUBLIC WORKS ASSOCIATION OF BRITISH COLUMBIA** **39-41**
National Public Works Week, May 19-25, 2013 – “Because of Public Works”
- f. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE** **42**
B.C. Coastal Ferries Consultation and Engagement, All 2012
(Full Report Held in Office)
- g. **ISLAND COASTAL ECONOMIC TRUST** **43-75**
Strategic Plan 2013-2015
- h. **KOOTENAY COALITION FOR JUMBO WILD** **76-82**
Jumbo Glacier Resort Mountain Resort Municipality
- i. **DISTRICT OF TOFINO** **83-87**
Federal Fisheries Act – Bill C38

(Electoral Area E) Official Community Plan Bylaw P1291, 2012, be adopted.

- b. **RF12007, WILSON/GUNDERSON, 610 BAMFIELD ROAD** **138-139**
Rezoning Application – Bylaw P1305

THAT Bylaw P1305, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – April 5, 2013 **140**
b. Planning & Development Manager Report – April 3, 2013 **141**
c. Environmental Services Department Report – April 5, 2013 **142-144**
d. Staff Action Items Report – April 5, 2013 **145-150**

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

10.2 COMMITTEE REPORTS

- a. **West Coast Committee, April 10, 2013 – T. Bennett (verbal)**

THAT the Board of Directors receives this verbal report

10.3 OTHER REPORTS

- a. Central Westcoast Forest Society Report – April 3, 2013 **151-153**

THAT the Board of Directors receives the Central Westcoast Forest Report for April 13, 2013.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to

- i. Labour or other employee relations*
ii. Litigation or Potential Litigation affecting the Regional District

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

Next Board of Directors Meeting: Wednesday, April 24, 2013, 1:30 pm



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 27, 2013, 1:30 PM

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

DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

John McNabb, Electoral Area "E" (Beaver Creek)

Lucas Banton, Electoral Area "F" (Cherry Creek)

Jack McLeman, Councillor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

Bill Irving, Mayor, District of Ucluelet

REGRETS:

John Jack, Councillor, Huu-ay-aht First Nation

Alan McCarthy, Member of Legislature, Yuułuꞵifꞵath 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 of Administrative Services

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Cote

THAT the agenda be approved as circulated with the addition of the following late item: decrease in requisition for the 911 service in 2013 and closure of post office on Argyle Street.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 13, 2013

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the minutes of the Board of Directors meeting held on March 13, 2013 be adopted.

CARRIED

b. Special Board of Directors - Public Consultation Meeting – March 13, 2013

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the minutes of the Special Board of Directors – Public Consultation meeting held on March 13, 2013 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP 2012 Annual Report.

MOVED: Director Kokura
SECONDED: Director Bennett

THAT Inspector Mac Richards, Port Alberni RCMP Detachment be invited to address the Regional District Board.

CARRIED

Inspector Richards provided an overview of the Port Alberni RCMP 2012 Annual Report and answered questions from Directors.

6. CORRESPONDENCE FOR ACTION

a. City of Port Alberni, March 6, 2013, request for the Alberni-Clayoquot Regional District to cost-share expenses on a 50/50 basis for Cindy Solda to attend the 2013 Federation of Canadian Municipalities Conference.

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors cost-share expenses on a 50/50 basis with the City of Port Alberni for Cindy Solda's attendance at the Federation of Canadian Municipalities Conference to be held in Vancouver, BC, May 31 to June 3, 2013.

CARRIED

- b. Private Managed Forest Land Council, March 14, 2013, invitation to arrange for a special meeting with Executive Director Stuart Macpherson at the Association of Vancouver Island and Coastal Communities Annual General Meeting.**

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Board of Directors direct staff to arrange a meeting between ACRD Directors and Stuart Macpherson, Executive Director, Private Managed Forest Land Council at the Association of Vancouver Island and Coastal Communities Annual General Meeting on either April 12, 2013 or April 13, 2013.

MOVED: Director Cote

SECONDED: Director McLeman

THAT the main motion be amended to include discussion regarding community concerns with regards to watershed in the Region.

CARRIED

The main motion as amended was;

CARRIED

- c. West Coast Aquatic, March 20, 2013, request for Board discussion on ideas to help in the promoting of marine economic activity in the WCVI region, ideas to be brought forward to April 3rd West Coast Aquatic meeting.**

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Board of Directors receives this correspondence.

CARRIED

- d. Christopher Alemany, Citizen, March 21, 2013, Request for a cost benefit report for repair, upgrade, and use for heavy freight transport of the Alberni Subdivision of the Island Railway before submitting any response to the upcoming Raven Underground Coal Project Environmental Application.**

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the Board of Directors receives this correspondence.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **BC HYDRO**
Long Beach Area Reinforcement Project
- b. **PORT ALBERNI CENTENNIAL COMMITTEE**
Final Report for the Commemoration of Port Alberni's Centennial
- c. **MUNICIPAL FINANCE AUTHORITY OF BC**
MFA Credit Ratings – AAA "Outlook Stable" - 2013
- d. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**
Strategic Community Investment Fund
- e. **COWICHAN VALLEY REGIONAL DISTRICT**
Draft Updated List of Packaging & Printed Paper
- f. **ISLAND TIMBERLANDS**
Notification of Intent to Use Herbicides
- g. **PORT ALBERNI FOLKFEST MULTICULTURAL SOCIETY**
2013 Canada Day Parade
- h. **ENVIRONMENTAL ASSESSMENT OFFICE**
Raven Coal Project Update on Application/EIS Screening Timeline
- i. **KIDNEY BC**
2013 BC Kidney Walks – Alberni-Clayoquot
- j. **FRESHWATER FISHERIES**
2013 Economic Impact Report
- k. **THE NATURE TRUST**
Support for The Nature Trust
- l. **FEDERATION OF CANADIAN MUNICIPALITIES**
FCM Analysis of Budget 2013
- m. **MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING**
Economic Development Essentials for Local Leaders Workshop

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors receives a – m correspondence for information.

CARRIED

MOVED: Director Geall
SECONDED: Director McLeman

THAT a maximum of five directors be authorized to attend the Ministry of Jobs, Tourism and Skills Training – Economic Development Essentials for Local Leaders Workshop on April 3, 2013 in Victoria.

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the main motion be amended to a maximum of two Directors be authorized to attend.

CARRIED

The main motion as amended was;

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Administrative Memo regarding Paperless Agenda Cost Savings.

MOVED: Director Geall

SECONDED: Director Kokura

THAT this memorandum be received.

CARRIED

b. Request for Decision regarding District of Ucluelet Supplementary Roll.

MOVED: Director Cote

SECONDED: Director McLeman

THAT this memorandum be received.

CARRIED

c. Request for Decision regarding Bylaw E1053-1, Franklin River Road Fire Protection Service Area Amendment 2013.

MOVED: Director Banton

SECONDED: Director Geall

THAT the Alberni-Clayoquot Regional District Board of Directors receives Bylaw E1053-1.

CARRIED

d. Request for Decision regarding Bylaw 896-1, Vancouver Island Regional Library District Participation Amendment, 2013.

Director Irving entered the meeting at 2:22 pm.

MOVED: Director Geall

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw 896-1, Vancouver Island Regional Library District Participation Amendment, 2013.

DEFEATED

Directors Bennett, Geall, Osborne and Cote voted in favour of the motion. Directors McNabb, Solda, Irving, McLeman, Kokura and Banton voted against the motion.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT staff be instructed to investigate options for the VIRL service and report back to the Board.

CARRIED

e. Request for Decision regarding Bylaw No. F1103 – 3rd Reading and Adoption of 2013-2017 Financial Plan.

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Board of Directors give third reading to Bylaw F1103 cited as '2013 to 2017 Financial Plan'.

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Board of Directors amend the 2013-2017 Alberni-Clayoquot Regional District Financial Plan to include an Alberni Valley Grant-in-Aid to the Eighth Avenue School Backpack Club for \$500.

CARRIED

MOVED: Director McNabb

SECONDED: Director Banton

THAT the Board of Directors amend the 2013-2017 Alberni-Clayoquot Regional District Financial Plan, Beaver Creek Water System on page 85 by reducing line 2, Parcel Tax, by

\$952 to a total of \$232,050 and reducing line 16, Capital Development Fund Contribution, by \$952 to a total of \$347,818.

CARRIED

*MOVED: Director Geall
SECONDED: Director Kokura*

THAT the Board of Directors amend the 2013–2017 Alberni-Clayoquot Regional District Financial Plan as follows: 911 Emergency Telephone System page 6, reduce line 2, tax requisition by \$6,000 to a total of \$258,733 and reduce line 7, operating costs by \$6,000 to a total of \$258,000.

CARRIED

*MOVED: Director Banton
SECONDED: Director McNabb*

THAT the Board of Directors amend 2013–2017 Alberni-Clayoquot Regional District Financial Plan, page 106, Franklin River Road Fire Protection Service by reducing line 6 by \$1,000.00 and reducing line 5 by \$1,000.00.

Third reading of Bylaw F1103, 2013 – 2017 Financial Plan as amended was;

CARRIED

*MOVED: Director McNabb
SECONDED: Director Kokura*

THAT the Board of Directors adopt Bylaw No. F1103, cited as 2013-2017 Financial Plan.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. DVA13001, GEALL, 452 PACHENA ROAD**
Development Variance Application – Memorandum and Permit

Director Geall and McNabb left due to a conflict of interest at 3:00 pm

*MOVED: Director Bennett
SECONDED: Director Kokura*

THAT the Board of Directors pass a resolution to issue development variance permit DVA13001.

CARRIED

Directors Geall and McNabb re-entered the meeting at 3:05 pm

- b. RF12007, WILSON/GUNDERSON, 610 BAMFIELD ROAD**
Rezoning Application – Public Hearing Report, Public Hearing Minutes,
and Bylaw P1305

MOVED: Director Geall

SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report for Bylaw P1305.

CARRIED

MOVED: Director Geall

SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing minutes for Bylaw P1305.

CARRIED

MOVED: Director Geall

SECONDED: Director Bennett

*THAT Bylaw P1305, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw, be read a second time.*

CARRIED

MOVED: Director Geall

SECONDED: Director Kokura

*THAT Bylaw P1305, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw, be read a third time.*

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – March 21, 2013
b. Building Inspector's Report – February 2013

MOVED: Director Geall

SECONDED: Director Kokura

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. **9-1-1 Corporation – C. Solda**
Director Solda provided a brief update on the 911 meeting held on March 15th.
- b. **Vancouver Island Regional Library - P. Cote – No Report**
- c. **Central West Coast Forest Society – T. Bennett**
Director Bennett reported that the Central West Coast Forest Society is releasing a film that highlights stream ecology and restoration work they are involve in on the West Coast. The ACRD will have a link on their webpage to the film.
- d. **Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda**
The Chair provided an update on the meeting held on March 21st.
- e. **Alberni Valley Chamber of Commerce – C. Solda**
The Chair reported on the Alberni Valley Chamber of Commerce. The Chamber is selling the property they own next to the visitor centre.
- f. **Coastal Communities Network – T. Bennett/B. Irving/C. Solda**
Director Bennett provided a brief update on the Coastal Communities Network.
- g. **West Island Woodlands Advisory Group – J. Jack/L. Banton**
Director Banton reported on the West Island Woodlands Advisory Group meeting held on March 14th.
- h. **Island Coastal Economic Trust – C. Solda – No Report**
- i. **Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. **West Coast Aquatic Board – T. Bennett**
Director Bennett reported that the next meeting of the West Coast Aquatic Board is on April 3rd. The main topic of discussion will be the Pacific Salmon Treaty funds.
- k. **Association of Vancouver Island & Coastal Communities – C. Solda – No Report**
- l. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. **Other Reports**
 - i. Dan Holder, Fire Service Coordinator February 2013 written report.
 - ii. The Chairperson reported on the Mayor’s Breakfast meeting.

- ii. Director Kokura reported on his attendance at the Municipal Finance Authority Annual Meeting. MFA continues to hold triple AAA rating.

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Late Business

MOVED: Director Bennett

SECONDED: Director Irving

THAT the following be allowed for consideration as a late item: Telus presentation to the ACRD Board.

CARRIED

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Regional District invite Telus and BC Hydro to make a delegation to present timelines for implementation of fibre optics on the West Coast.

CARRIED

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Regional District forward a letter to Canada Post inviting them to present to the ACRD regarding the possible closure of the post office on Argyle Street.

CARRIED

MOVED: Director Geall

SECONDED: Director Irving

THAT the following be allowed for consideration as a late item: discussion regarding First Nations appointing alternates to the ACRD Board.

CARRIED

MOVED: Director McLeman
SECONDED: Director Geall

THAT the following be allowed for consideration as a late item: discussion regarding closure of Toquaht Bay.

CARRIED

13. QUESTION PERIOD

14. ADJOURN

MOVED: Director Bennett
SECONDED: Director Irving

THAT this meeting be adjourned at 3:48 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 27, 2013

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

DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

John McNabb, Electoral Area "E" (Beaver Creek)

Lucas Banton, Electoral Area "F" (Cherry Creek)

Jack McLeman, Councillor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

REGRETS:

Bill Irving, Mayor, District of Ucluelet

John Jack, Councillor, Huu-ay-aht First Nation

Alan McCarthy, Member of Legislature, Yuułuꞵifꞵath 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 11:30 a.m.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Geall

THAT the agenda be approved as circulated.

CARRIED

3. IN-CAMERA

MOVED: Director Cote

SECONDED: Director Kokura

THAT the meeting be closed to the public to discuss matters relating to labour or other employee relations.

CARRIED

The meeting was closed to the public at 11:30 am

The meeting was re-opened to the public at 4:01 pm

5. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned at 4:02 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



LOCAL GOVERNMENT LEADERSHIP ACADEMY

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2013 Chief Elected Officials (CEO) Forum

TRIPLE 'A' REGIONAL COLLABORATION

1:30 PM THURSDAY & 8:30 AM TO 3:30 PM

FRIDAY, JUNE 13 & 14, 2013

GRANVILLE ISLAND HOTEL, VANCOUVER, BC

=====

Gain a triple 'A' rating on regional relations through good Assessment, Analysis and Action. Plan to attend a dynamic learning opportunity for Chief Elected Officials only who want to improve inter-municipal and regional cooperation. Develop a clear rationale and principles for collaboration. Use criteria to identify ideal targets for shared services. Learn strategies to develop regional partnership strategies. This session will be a highly interactive opportunity to share ideas with colleagues, learn new techniques and leave with tools to help you make an immediate leadership difference in your organization.

PROGRAM OVERVIEW

- Discuss the benefits and pitfalls of regional cooperation efforts
- Explore process steps for successful collaboration
- Apply techniques to develop shared service and strategies
- Discuss real time collaboration road blocks
- Share best practices with colleagues from throughout BC

FORUM COMPETENCIES (concepts, techniques and ideas)

1. Initiate a regional cooperation process – phase and activities
2. Create a regional cooperation protocol – principles and rationale
3. Develop shared service strategies – options analysis and action plans
4. Sustain a regional cooperation strategy – ongoing implementation and monitoring

FACILITATOR

Dr. Gordon McIntosh of the Local Government Leadership Institute has delivered 950 training sessions involving 120,000 elected and administrative officials throughout Canada and overseas.

PARTICIPANT BENEFITS

- Practical Toolkit – user friendly implementation aids to immediately apply learning; and
- Real Life Challenges – problem solving for issues identified by participants.

COST

The cost of this executive program is \$375.00 plus GST.

CONTACT

*Eydie Fraser at LGLA (250) 250.356.5275 for more information.
For accommodation, contact the Granville Island Hotel @ 1-800-663-1840.
Download the Chief Elected Officials (CEO) Forum Notice [PDF]*



FIFTH CHIEF ELECTED OFFICIALS FORUM

1:00 Thursday to 3:30 Friday, June 13 - 14, 2013

Location: Granville Island Hotel, 1253 Johnston St, Vancouver, BC Toll Free 1-800-663-1840

Please complete this form and fax to: (250) 356-5119 by May 10, 2013 or email to evfraser@shaw.ca

Name: _____

Title: _____

Organization: _____

Address: _____

City & Province Postal Code: _____

Telephone/Fax: _____

E-mail Address: _____

Name of Administrative Assistant/Secretary: _____

Accommodation:

You may wish to book accommodation at reservations@granvilleislandhotel.com

Payment

Registration fee: \$393.75 (\$375.00 + GST). Once you have submitted the registration form by fax or email, please mail a cheque for the full amount to:

Local Government Leadership Academy
525 Government Street
Victoria BC V8V 0A8

Arrival and Departure information

Registration is at 12:30 and the program starts at 1:00 with a reception followed by dinner. The program will end by 3:30 on June 14th.

Cancellation Policy

If you cannot attend after having been accepted into the program, your request for a refund must be made in writing no fewer than 15 working days prior to the start date. Cancellations fewer than 15 days prior to the start of the program are subject to a charge of 50% of tuition. Registrants may not send a replacement in their place unless they are current Chief Elected Official

For More Information

For further information about the CEO Forum please contact Eydie Fraser, LGLA Board and Seminar Coordinator at lgla@ubcm.ca or 250-356-5275 or check the LGLA website for updates.

REGISTRATION IS LIMITED SO REGISTER EARLY

From: Susan Roth [<mailto:s.roth61@gmail.com>]
Sent: Sunday, March 31, 2013 2:00 PM
To: Russell Dyson
Subject: Re: Public Pparticipation in Local Government

Hi Russell:

I could not attend the budget talk in Beaver Creek a short while ago because I had to work. Like many other people, the call to work can be at any time during the day or night. I think it's time for local government to consider the 24/7 world that many of us work in and make better use of the Internet to hold public meetings. The format could be different than regular board meetings. Perhaps a place where information is provided as well as a place for public input? Maybe a two week deadline attached to each issue? Or something like that. Maybe you are already doing something similar that I am not aware of? If not, please find a way to bring discussions and/or a place for public input about local issues on the Internet.

Sincerely,
Susan E. Roth

From: Brenda Paquin [<mailto:brenda.paquin@powellriverrd.bc.ca>]
Sent: Thursday, March 28, 2013 9:35 AM
To: Cindy Solda; Russell Dyson
Cc: Colin S. Palmer
Subject: Coastal Regional District Chairs Group

Good morning Chair Solda and Mr. Dyson,

On behalf of Chair Colin Palmer and the Coastal Regional District Chairs group, please find attached a paper which was presented to both the Minister of Transportation and Infrastructure and to the NDP Opposition Critic for BC Ferries at recent meetings held in Victoria and a copy of the Press Release sent out after those meetings for your information.

If you have any questions related to the documents, please contact Chair Palmer directly. Thank you and have a great day!

FYI, I have added both of your names to our Chair and CAO group list. You will now receive all information distributed to the group.

Brenda Paquin ☺

Manager of Administrative Services



Powell River Regional District
#202 - 4675 Marine Ave.
Powell River, B.C. V8A 2L2

P: 604.485.2260

F: 604.485.2216

Continuing to Improve the BC Coastal Ferry Service:

A Briefing Note from

the Eleven Coastal Regional District Chairs and the Chair of the Islands Trust

March 2013

Issue:

In December 2002, the Minister of Transportation issued a background paper entitled *BC Ferries Restructuring* that stated “**BC needs a reliable ferry service that provides superior service to British Columbians with no financial risk or additional debt burden for taxpayers**” and in 2003, the *Coastal Ferry Act* was promulgated to meet this intent. The Coastal Regional District Chairs group, representing 70% of all British Columbians, strongly believe that these objectives have not been met over the past nine years and that further improvements to the coastal ferry service are necessary immediately.

Background:

The Coastal RD Chairs, consisting of the Chairs of the eleven coastal regional districts and the Islands Trust, are the elected representatives of the coastal community residents and are working collectively, and collaboratively, to ensure appropriate consideration is given to the impact of coastal ferry service decisions on coastal communities and their economies. Our group represents all the coastal cities, towns, villages and electoral areas of Metro Vancouver, Vancouver Island, the Gulf Islands, the Sunshine Coast, the Central Coast and the Northern routes.

The Auditor General’s review of BC Ferries in 2006 identified that “... the interests of BC Ferries and the Province may diverge, requiring the Province to take action”. The Coastal RD Chairs suggest that the interests of BC Ferries and the Province have indeed diverged and now is the time for the Province to take action.

In concert with this belief, the Coastal RD Chairs met with;

- Minister Lekstrom in July 2011;
- the BC Ferry Commissioner in August 2011;
- the Premier and Minister Lekstrom in September 2011,
- the BC Ferry Commissioner again in January and September 2012; and
- Minister Polak in September 2012.

regarding their grave concerns about the state of the coastal ferry service. In the July 2011 meeting, Minister Lekstrom said “we must find the service level we need, how to afford it and an appropriate service fee level”. This updated briefing paper is submitted for discussion in an effort to pragmatically help the Premier and Minister Polak address these important issues regarding the coastal ferry service.

In September 2011, the Coastal RD Chairs group sponsored amendments to an approved UBCM Convention resolution that called upon UBCM to:

Lobby the provincial government to recognize our coastal ferry services as essential extensions of our provincial public highway system and provide the independent BC Ferry Commission with a mandate to provide comprehensive recommendations aimed at creating equity between our terrestrial and marine highways and keeping jobs in coastal BC; and

Lobby the provincial government to ensure that the BC ferry fares are reduced and core service levels are maintained at current service levels until such time as the provincial government implements legislation that recognizes our coastal ferry services as essential extensions of our provincial public highway system and creates equity between BC's terrestrial and marine highway systems.

Discussion:

Changes to the *Coastal Ferry Act*, the BC Ferry Commissioner's mandate and increased funding of the ferry service in the past year are strongly applauded as indicative of the provincial governments concern for coastal communities and growing acknowledgement that the coastal ferries are the marine highway within the larger provincial highway system.

However, there is still major work to be done to complete the restoration of the coastal ferry service. Ridership continues to fall, despite seasonal peaks in August and September 2012, due to fare increases and coastal economies are now having to concentrate on retaining jobs and people, rather than growing and expanding.

Since the Coastal Regional District Chairs met with Minister Polak in September 2012 the following has transpired;

- The BC Ferries Commissioner has approved annual increases over each year of the new BC Ferries contract operating period, with the next increase of 4.1% scheduled for April 1st, 2013;
- The BC Ferries Ferry Advisory Committees have been advised that BC Ferries is forecasting a 1 to 2% decrease in annual operating revenues in Fiscal Year 2013/2014;
- The recently presented Provincial budget for Fiscal Year 2013/2014 has reduced Provincial funding of the Coastal Ferries Service by \$10,000,000 over the previous year; and
- The Ministry has completed a public consultation regarding BC Ferries services and has not yet released findings, and intended actions, resulting from the consultation.

Of continuing concern is that the BC Ferry Commissioner has set new and higher fare rates without the guidance of a long term vision regarding service levels. The provincial government will shortly be faced with a serious problem of irate ferry users being told to pay higher fares before the release of the results of the community consultations about the future of the coastal ferry service.

In September 2012, the Coastal Regional District Chairs group asked Minister Polak to immediately stop any ferry fare increases until the Ministry consultation was completed and a long term vision for the ferry system was in place. This has not happened and the Coastal Regional District Chairs are now of the opinion that a larger scale review of the *Coastal Ferry Act* to include all reasonable options must be seriously considered.

The Coastal Regional District Chairs would like to discuss the findings of the Ministry consultation and the Minister's planned actions.

The Coastal RD Chairs group will continue to strive to work collaboratively with the Premier, the Minister and the Ferry Commissioner and again applaud the provincial government for its action to date on this important issue. The Ferry Commissioner wishes the Coastal RD Chairs group to remain in contact with him and we trust the Premier and Minister Polak will have the same desire.

Presented on behalf of 70 % of all British Columbians who live and work in the coastal Regional Districts of British Columbia:

1. Metro Vancouver;
2. Sunshine Coast;
3. Powell River;
4. Central Coast;
5. Skeena Queen Charlotte;
6. Mount Waddington;
7. Strathcona;
8. Comox Valley;
9. Nanaimo;
10. Cowichan Valley;
11. Capital; and
12. Islands Trust

PRESS RELEASE

For immediate release

March 25, 2013

Coastal regional districts raise concerns over ferry fares with provincial politicians

On March 12, 2013 the Coastal Regional District Chairs Group met in Victoria with the Minister of Transportation and Infrastructure (MOTI), and separately with opposition MLAs, to discuss the recently released Ferry Consultation Report and concerns the regional districts have with the ferry system and its impact on the lives of coastal BC residents. The Chairs represent 70% of the population of British Columbia.

Mary Polak, MOTI minister, advised that although she recognized the challenges and regarded affordability as a key component of the sustainability of BC Ferries, there would be no more funding available this year, and probably none in 2014. She also noted that there would be service cuts.

At the meeting with opposition MLAs Maurine Karagianis, Claire Trevena, and Nicholas Simons, all Chairs expressed their views on the ferry system's effects on their respective regions. The MLAs advised the Chairs Group that, if the NDP was to form the next government, they would like to make significant changes in the operations of the coastal ferry service as they were not satisfied with the high fares which were affecting the local economies. MLA Karagianis also advised that there would have to be a thorough review of the province's finances before any actions could be put in place.

Nine members of the Coastal Group's chairs were present for the meetings, including Colin Palmer, Powell River RD; Alastair Bryson, Capital RD; Edwin Grieve, Comox Valley RD; Garry Nohr, Sunshine Coast RD; Jim Abram (Vice), Strathcona RD; Joe Stanhope, Nanaimo RD; Rob Hutchins, Cowichan Valley RD; Al Huddleston, Mt. Waddington RD; Sheila Malcolmson, Islands Trust.

- 30 -

Media contact: Colin S. Palmer, Chair
Powell River Regional District
604-485-5414 or 604-487-4470

Wendy Thomson

From: Kelsey Hendricks [khendricks@tofino.ca]
Sent: Wednesday, March 27, 2013 10:27 AM
To: Wendy Thomson
Subject: Correspondence regarding the West Coast Multiplex
Attachments: 2013-01-23 Letter from Micheal Mullin re West Coast Multiplex.pdf

Hi Wendy,

The District of Tofino Council received a letter from Michael Mullin regarding the West Coast Multiplex project. At the February 12th Regular meeting, Council received his letter but directed his concerns to the ACRD board for consideration.

Attached is Michael Mullin's letter to the District of Tofino Mayor and Council for your reference should he contact you regarding the West Coast Multiplex.

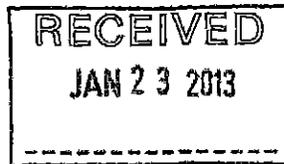
Thanks.

Kelsey Hendricks | Office Assistant | **District of Tofino** | 121 3rd Street, Box 9, Tofino BC V0R 2Z0
T 250.725.3229 ext 31 | F 250.725.3775 | [E khendricks@tofino.ca](mailto:Khendricks@tofino.ca) | [W www.tofino.ca](http://www.tofino.ca)

Please consider the environment before printing this e-mail.

This e-mail is confidential and is intended for the above-named recipient(s) only. Any unauthorized use or disclosure of this e-mail is prohibited. If you are not the intended recipient, please notify the sender immediately and securely destroy the communication. The District of Tofino is subject to the Freedom of Information and Protection of Privacy Act.

Hon Mayor and Council
Re: proposed Multiplex



Tofino, Jan 21/2013

- Council information
- CAO
- Planner
- Public Works
- Parks/Recreation
- Fire Chief
- Council Reference
- Deputy Clerk
- Finance
- Building inspector
- Bylaw Enforcement
- Agenda *CRA*
-

The issue: Can we afford and do we really need a multiplex?

Everyone knows that a community of 4 or 5,000 cannot possibly support an ice arena. Why must we repeat the mistakes of others? This project is mainly the transfer of wealth from taxpayers to construction companies and banks, environmentally in complete contradiction to a hopeful green future. The appropriate image here is of a pipeline of high cost energy from the tar sands to the multiplex, and a funnel feeding our tax monies down the drain into the bankers' trough.

The West Coast has its own character. Do we have to be the same as everywhere else? Does it come with its own McDonalds? If access to ice is a critical factor for someone perhaps they should re-consider long term residence on the west coast. This is classic colonial behavior, replicating in the new world at high cost things that were better left in the old.

With our mild climate there is no end to regionally appropriate outdoor recreational activities, from soccer or field and track to tree climbing and water sports. As for the rain factor a decent gymnasium with a good floor would be a truly multipurpose, long term and low maintenance option.

The referendum process: the need for clarity

With lots of promotion and boosters getting out the "yes" vote, a bit of "no" vote suppression, lack of clarity as to what was being approved, the recent "referendum" cannot be seen as binding. At a minimum there should be a majority vote of a majority of voters, well informed, with clarity on the ballot as to what is being decided.

Best would be an open vote, with signed ballots; a yes vote as a personal commitment to assume the debt obligations, and the no voters exempted. That would carry some weight.

I hereby request of council that a real referendum be held on this project which is, in technical terms, a "boondoggle." (look it up!)

Michael Mullin
Box 539, Tofino

cc. Westerly News



March 20, 2013

Mayors and Chairs
Vancouver Island Regional Library Area

Dear Mayors and Chairs:

The Board of Directors of the Alberni-Clayoquot Regional District are concerned about the rising costs of the Vancouver Regional Library and the impact of those costs to our local tax payers. We are seeking your support to ensure that costs realized by the Vancouver Island Regional Library are at or below the cost of inflation on an annual basis.

Local government services are essential including those provided by the regional districts, municipalities and the Vancouver Island Regional Library. We are all facing difficulty in maintaining the costs of these services respecting our tax payers. Despite rising costs and increased demands the Alberni-Clayoquot Regional District has been able to maintain any increased cost for its services at or below the rate of inflation. Our representative on the Board, Ms. Penny Cote, has encouraged a more prudent approach to the Library budget but without a concerted effort by all representatives on the Vancouver Island Regional Library costs will continue to increase. The current five year financial plan projects 39.6 per cent.

Please consider our request to work with your representative on the Vancouver Island Regional Library to keep costs at or below the rate of inflation in subsequent years.

Thank you for your consideration.

Yours truly,

Cindy N. Solda

Cc: Vancouver Island Regional Library



Vancouver Island Regional Library

Administration
Box 3333 | 711 Poplar Street
Nanaimo, BC Canada V9S 5L8
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

March 26, 2013

Ms. Cindy N. Solda, Chair, Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Ms. Solda,

On behalf of the Vancouver Island Regional Library Board of Trustees let me congratulate you on your new role as Chair of the Alberni-Clayoquot Regional District.

Vancouver Island Regional Library delivers quality library services to 28 municipalities and 10 regional districts. One out of every two citizens in our service area has a library card. In 2012, 2.6 million people crossed our thresholds, borrowing 4.6 items, and attended 2,965 programs.

Vancouver Island Regional Library (VIRL) understands the essential nature of local government services and the very important role local governments play in all of our communities. Trustees bring that understanding to the table in a spirit of collaboration and cooperation. VIRL is a vital community resource. Strong libraries are community destinations for knowledge, inspiration, innovation and renewal. VIRL enhances communities through access to knowledge, lifelong learning, and literacy. Libraries are the great equalizer. According to Statistics Canada the library is the most heavily used community facility with more than 150 million visits per year.

Building on strategic priorities outlined in the Board's foundation documents (Strategic Plan 2011-2015 and The Consolidated Facilities Master Plan) we continue to move forward with initiatives to create a revitalized service that is first and foremost an effective and efficient response to the needs and expectations of the island communities we serve.

The Financial Plan has been developed to address many years of deferred and or ignored outstanding building maintenance issues. It was determined by the outside consulting firm of David Narne & Associates that approximately \$60 million would be required to address service standard issues. That same report identified outstanding maintenance and health and safety issues. With relatively new buildings in both Port Alberni and Ucluelet it is unimaginable that a similar standard would not exist in all VIRL service locations. The 2013 Financial Plan reflects a 5.95% increase to member levies.

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland
Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo Wellington Parksville
Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte
Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss

This includes 1% dedicated increase to correcting deferred maintenance issues as well as 1.25% dedicated increase dedicated to the redevelopment of service locations. The increase on a per capita basis is \$2.34 per capita.

Vancouver Island Regional Library Board of Trustees has a robust budget process that includes vigorous review and debate. Whether our Trustees are making decisions at their respective council tables or at the VIRL table all elected officials see the importance of making sound decisions, not just financial decisions, with the current and relevant information: thereby providing quality services to their citizens at a reasonable cost.

Yours sincerely

A handwritten signature in blue ink that reads "B Jolliffe". The signature is written in a cursive style and is placed on a light-colored rectangular background.

Bruce Jolliffe
Chairman,
Vancouver Island Regional Library Board

Cc: Rosemary Bonanno, BA MLS, Executive Director
Cc: Adrian Maas, CGA, Director of Finance
Cc: Vancouver Island Regional Library Board of Trustees

BJ: hmz



March 27, 2013

Ref: 005

To: Mayors and Councils
Chairs and Boards

Greetings to All:

I am pleased to advise you that the Auditor General for Local Government annual service plans for 2012/13 - 2014/15 and 2013/14 - 2015/16 will be released on our website www.aglg.ca at the end of day tomorrow, March 28.

Prepared less than 90 days into the existence of the office, we are publishing two annual service plans. The *Auditor General for Local Government Act* (s. 22) requires that an annual service plan be published before March 31, 2013. The Act also requires that an annual service plan be published prior to commencing performance audits next fiscal year. In light of these statutory requirements it makes sense to publish the plans concurrently.

The plans, which are virtually identical, describe our mandate, principles, goals and objectives. They both describe the criteria we have developed over the early weeks of our office to guide what we audit and the themes on which we will focus. The plans also include the measures we will use to track our progress and measure our results. Each plan covers a three year period, as required by the Act. The 2013/14 annual service plan extends into 2015/16 and includes additional performance measures.

I am very grateful for the input we have received from you, your staff and other key stakeholders since January. These two plans and, in particular, the audit themes were informed by input at our planning workshops, responses to our survey, the interviews we conducted as well as letters and emails. I have also benefitted greatly from the numerous face-to-face meetings and speaking engagements that I have held since my appointment. I am looking forward to meeting with many more in the weeks and months to come.

I hope you will take the opportunity to read our service plans and share your feedback and comments with us. Please send your comments to info@aglg.ca or call the office at (604) 930-7100.

Best regards,

Basia Ruta, CPA, CA
Auditor General for Local Government

pc: Chief Administrative Officers

From: AVICC [<mailto:AVICC@ubcm.ca>]
Sent: Monday, March 25, 2013 2:57 PM
Subject: Provincial Forest Vision and Population Projection Project

Following are two pieces of information that AVICC has been asked to pass along to members. The first is from the BC Healthy Forest-Healthy Communities Initiatives in relation to a Provincial Forest Vision. The second is promoting a Population Projection Project.

Please forward on to those in your local government who may have an interest. Thank you.

Provincial Forest Vision

As you are aware, the HFHC dialogue recommendations called for the creation of a forests vision to guide legislation, regulations, policies and operating procedures. Attached is the rationale and additional support for this recommendation. Earlier Dr. Gordon Weetman published a brief paper on the need for a sustainable forest management framework predicated on having a forest vision
<http://bcforestconversation.com/wp-content/uploads/Weetman-A-Sustainable-Forest-Management-Framework-for-BC-Crown-Forests.pdf>

Establishing the vision and implementing the framework outlined by Dr. Weetman would be a major step towards long-term sustainability of our forests. I am encouraging the political parties to publicly announce that a legal forest vision guidance statement will be established. The attached can be accessed through the following link
<http://bcforestconversation.com/wp-content/uploads/Bourgeois-The-need-for-a-BC-forest-vision.pdf>

I would appreciate if you could let your members and networks know about this request.

Thanks.

Bill Bourgeois
New Direction Resource Management Ltd.
835 Strathaven Drive
North Vancouver, BC, V7H 2K1
Phone: 604-924-0765
EM: wwb@telus.net

Population Projection Project

This project, started on Vancouver Island, is receiving endorsement from Demographers around the world and is the subject of presentations to the Canadian Population Society, the American Association of Geographers, and the International Conference on Population Geography.

Holly A. Tuokko, PhD, Director, Centre on Aging (University of Victoria) offers ... "Your project sounds very interesting and certainly the Centre could be involved in helping you to share this information widely. Thanks for informing me about this project." (December 2012).

Please find attached an invitation for communities to participate in the POPULATION PROJECTION PROJECT.

To see examples of community level population projections, including animated age/sex distribution projections, animated population signatures, total population projections and dependency ratios, visit <http://www.wminfomatics.com/PopulationProjections/About.html>

Yours truly,

Warren Munroe, M.A.
Population Research and Analysis
WM Population Analysis
WM Infomatics, www.wminfomatics.com
wmpopulationanalysis@shaw.ca, 250-752-0683

Iris Hesketh-Boles
AVICC Executive Coordinator
Local Government House Office Manager
525 Government St, Victoria, BC V8V 0A8
Tel: 250-356-5122 Fax: 250-356-5119
EM: iheskethboles@ubcm.ca

BC NEEDS A FOREST VISION

Many citizens who follow forestry in BC are concerned the current management of our forests will not deliver the societal expectations over the long-term. However, no formal statement such as a BC forests vision and goals or a transparent and trusted monitoring and assessment system exist to provide a measure as to whether forest management practices support their view.

The public expects Government will manage the BC Crown forest lands in the public interest over the long term and not diminish them into the future. Collectively, these can be summarized in the overall objective of achieving healthy and resilient communities which depend on conservation and use of healthy forests.

In the conservation and management of forests, it is always good to know where you want to get before acting. The late Dr. Gordon Baskerville, Dean Emeritus, Faculty of Forestry, University of New Brunswick in 1986 recommended foresters decide what they want from the forest before going to the “tool box.” Government and the forest industry have always played in the “tool box” with such documents as the Forest Practices Code, Forest and Range Practices Act, guidebooks, etc. These tools have been used without the guidance of a forest vision. The focus has been on timber production within other forest value constraints. Is this our vision? Many would say it is too narrow for the 21st century.

The lack of clarity around what we desire from the forest and how it will be managed prevents us from determining whether the existing legislation will achieve the broad provincial objectives—what are the priorities, how do they fit together, where are the gaps? We need a formal vision for BC’s forests to guide the development of supporting legislation, regulations and policies and the application of appropriate forest operational practices. Without this, forest management is subject to decisions that focus on political expediency or special interest pressures. We have seen and continue to see these. A recent example is the introduction of the Forest Act Amendment to enable transfer of Forest Licenses to Tree Farm Licenses. How was this expected to improve moving towards the desired future forest? To date all comments from Government are to address the mid-term timber supply in the interior. Again, this is a timber focus.

During the *Healthy Forests-Healthy Communities: A conversation on BC forests* dialogue involving communities, experts and concerned citizens over the last two years, the following forest vision and goals were developed.

British Columbia’s forest lands asset is protected, managed and restored to:

- Ensure the health, protection and long-term viability of forest values;
- Support healthy, diverse and resilient communities; and
- Support viable and sustainable forest sector community businesses.

The proposed long-term goals to achieve this vision are:

- A productive, resilient and healthy BC forest
- Demonstrated practice of Sustainable Forest Management based on up-to-date data, science and planning
- Effective and efficient strategic forest decision-making process involving First Nations, stakeholders and communities
- Forest management that contributes to community identified local forest needs
- A vibrant and innovative forest management sector

We need leadership from politicians to establish a vision and goals. Which of the political parties is prepared to commit to a formal vision for BC forests? A commitment by Government to enable this to happen and to follow through with using the vision and goals as legal guidance for forest management would be the single most important action any leader could take for the future of BC forests.

A wide range of forest values and the desires of local communities exist across BC. The implementation of a provincial forest vision must have flexibility to accommodate these conditions. Communities need to develop their visions for local forests, within the umbrella of the provincial vision and goals and reflecting local conditions with the emphases identified through local discussion and dialogue. We already have this in examples such as in the Regional District of Mount Waddington (northern Vancouver Island) draft vision where industrial forestry will be the primary focus with other values included to an important but lesser extent. A different vision has been applied to the Sea-to-Sky (Vancouver to Whistler) corridor where the focus is on tourism and recreation with industrial forestry conducted in a manner to retain these values.

Which political party will take the leadership of ensuring our BC forest legacy and the resiliency of our communities?

Bill Bourgeois is professional forester with 38 years experience in BC forest policy and Coordinator of the HFHC initiative.



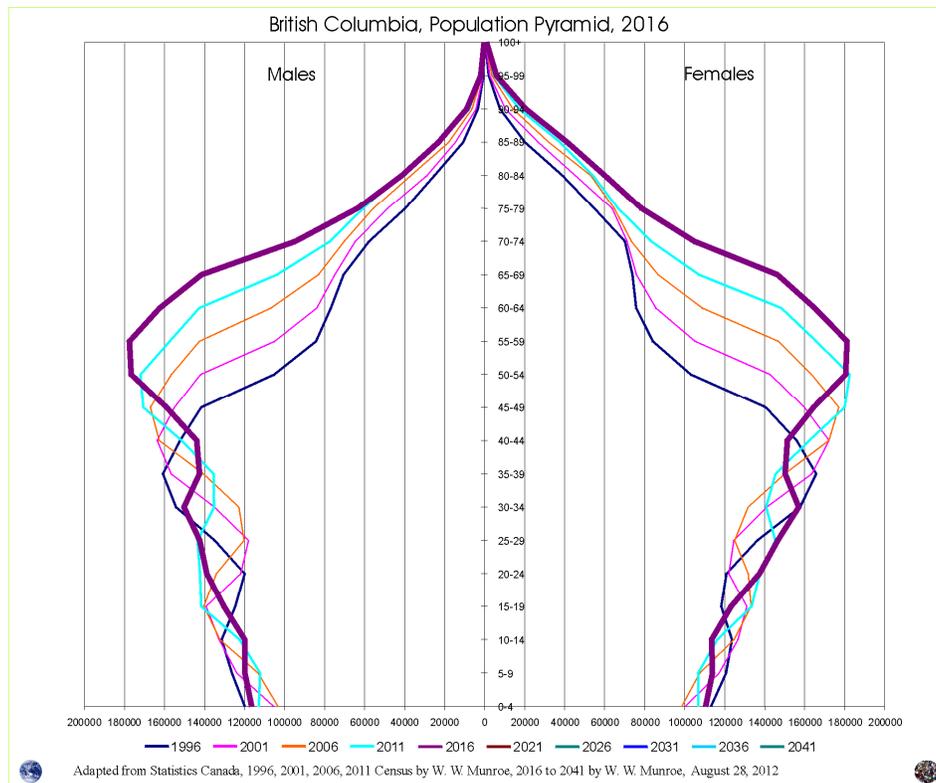
Population Projection Project



How can we know whether more families are moving in to our communities than are moving out? What about young adults and retirees? What if trends in migration, mortality, and fertility continue into the future?

These questions are important when considering Official Community Plans, demands on water works, roads, as well as opening and closing of public, and private facilities.

The Population Projection Project uses an easy to understand, widely accepted method, referring to open, readily available census counts to create verifiable reproducible population projections.



The resulting projections have both internal and ‘face’ validity and are transparent and easy to explain to a wide range of audiences.

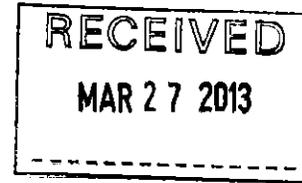
Examining population change allows us to have a better understanding of the challenges and opportunities facing our Regions, Municipalities and Communities.

Your municipality is invited to participate in the Population Projection Project. See examples of animated age / sex distributions, animated population signatures, total population projections, and dependency ratios at:

www.wminformatics.com/PopulationProjections/About.html



March 25, 2013



Cindy N. Solda
Chairperson
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

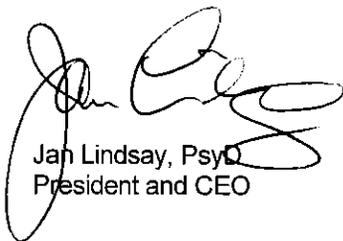
Dear Cindy:

Thank-you for your letter of support dated March 12, 2013 regarding Wood Tech 21's concept paper for the development of the Culture of Wood Institute in Port Alberni.

We have responded to Wood Tech 21 outlining how North Island College is able to continue to support Wood Tech 21 in achieving a number of the goals outlined in the concept paper.

Should there be opportunities in future to make joint applications for research funding, North Island College will be pleased to partner with Wood Tech 21 to submit an application.

Sincerely,



Jan Lindsay, PsyD
President and CEO

PUBLIC WORKS ASSOCIATION

OF BRITISH COLUMBIA

CHAPTER OF CANADIAN PUBLIC WORKS ASSOCIATION

PO BOX 1456 STN MAIN KAMLOOPS BC V2C 6L7

<http://pwabc.cpwa.net>



RECEIVED

MAR 25 2013

March 18, 2013

Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers

Re: National Public Works Week, May 19-25, 2013 – "Because of Public Works"

The Public Works Association of British Columbia (PWABC) is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 19-25, 2013 as National Public Works Week in your community. This year's theme is "Because of Public Works"

National Public Works Week is observed each year during the third full week of May and this is the 53rd year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils remind the public of the 24/7 services that they are responsible for and are proud of, and many make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from mayors and governors and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.apwa.net/About/npww/ for information about this year's theme and resources on making your Public Works Week a success. If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 250.819.6290. Thank you for making a difference.

Please note that declarations should be forwarded to:
PWABC
PO BOX 1456 STN MAIN
KAMLOOPS BC V2C 6L7

Yours truly,

David Sparanese, President PWABC

PROCLAMATION

"Public Works: Creating a Lasting Impression"

PUBLIC WORKS WEEK
MAY 19-25, 2013

WHEREAS: *public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and*

WHEREAS: *such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and*

WHEREAS: *the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and*

WHEREAS: *it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;*

WHEREAS: *Public Works Week also recognizes the contributions of public works professionals.*

NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of **May 19-25, 2013, as **Public Works Week** in Enter your municipality.**

Dated this day of 2013.

(Enter Mayor's Name), Mayor

81st Annual PWABC
Technical Conference &
Trade Show
Nanaimo, BC
September 16-18, 2013



Celebrate National Public Works
Week

“Because of Public Works...”

May 19-25, 2013

Resources available on the
PWABC Website:

- How-to Guide
- Colouring Sheets
- Activities

Provincial Contests:

- Posters
- Colouring Sheets
- “Public Works in Action”
Photos

PWABC Public Works Association
of British Columbia

Upcoming Courses
Certified Public Works
Supervisor Program

INFR 1110

April 8-12, 2013

INFR 1130

May 6-10, 2013

Other Courses offered by the
PWABC

Introduction to Construction
Inspection

Lower Mainland-

April 29- May 1, 2013

Island

May 13-15, 2013

Introduction to Public Works
Introduction to Construction
Management

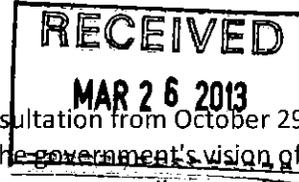
COMING SOON



B.C. Coastal Ferries Consultation and Engagement

March 21, 2013

To Whom It May Concern:



The Ministry of Transportation and Infrastructure undertook consultation from October 29 to December 21, 2012 to gather stakeholder and public input on elements of the ~~government's vision of~~ connecting coastal communities in an affordable, efficient and sustainable manner, as well as considerations to address the immediate challenges facing the coastal ferry system.

Enclosed please find a hard copy of the B.C. Coastal Ferries Consultation and Engagement, Fall 2012, Summary Report. It is also available online at <http://www.coastalferriesengagement.ca/>. Please note appendices are available online.

Sincerely,
Kevin Richter
Assistant Deputy Minister
Ministry of Transportation and Infrastructure

ISLAND COASTAL ECONOMIC TRUST

Strategic Plan

2013 – 2015

The Island Coastal Economic Trust's primary objective is to be a catalyst to build a diverse and sustainable Island and Coastal Economy

North Island-Coast Development Initiative Trust

Island Coastal Economic Trust

201 A-2435 Mansfield Drive

Courtenay, BC V9N 2M2

Telephone: 250-871-7797 ext. 230

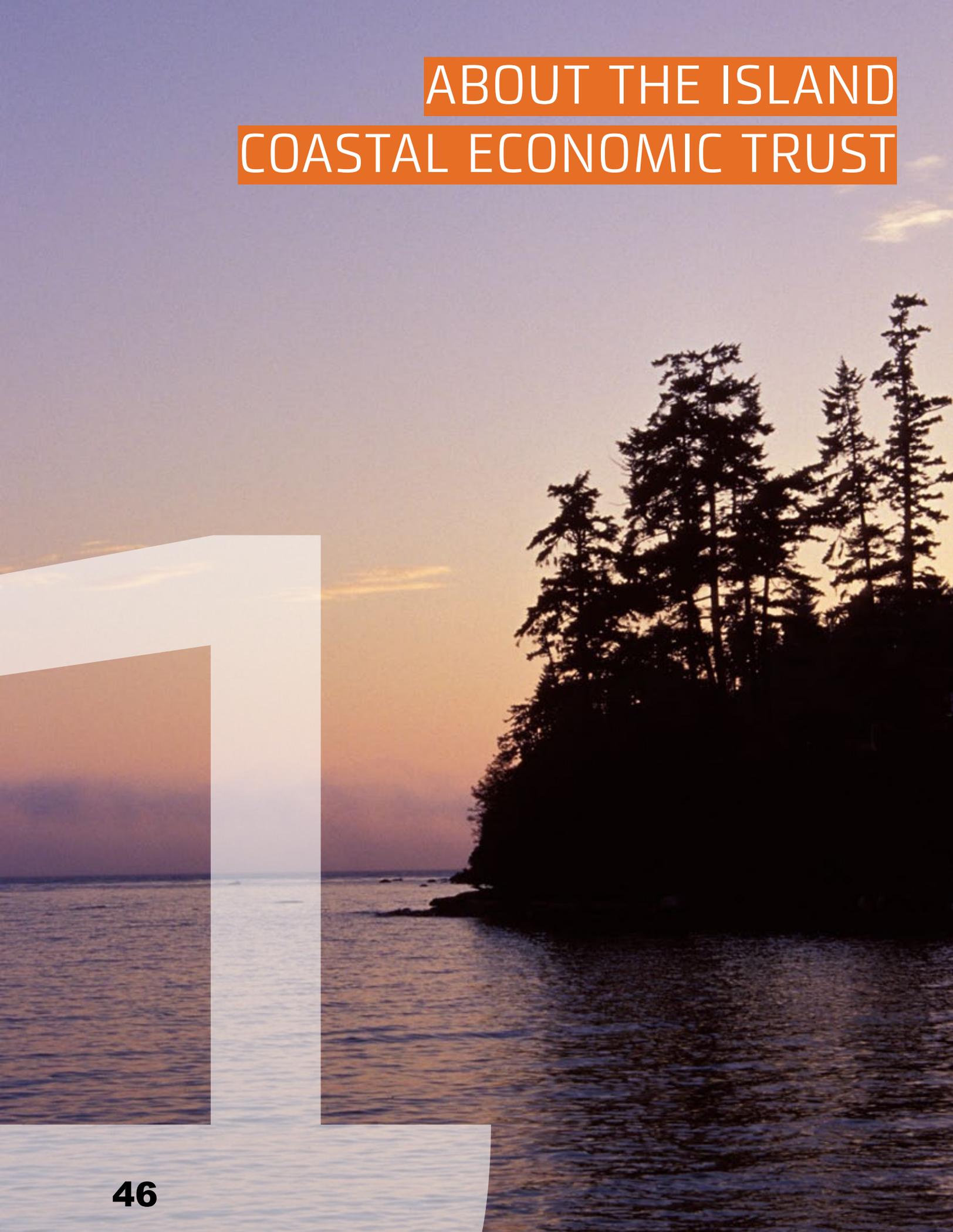
Fax: 250-331-0962

www.islandcoastaltrust.ca

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Strategic Priorities and Actions 2013–2015	16
Key Performance Targets	25
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ABOUT THE ISLAND COASTAL ECONOMIC TRUST



1.1 BACKGROUND

The \$50 million Island Coastal Economic Trust (ICET) was created by the Government of BC in 2006 to help diversify the economies of central and northern Vancouver Island and the Sunshine Coast.

ICET uses its funds to leverage partnerships, investments and opportunities for Island and Coastal communities, non-profit societies, First Nations, and other organizations.

ICET also makes strategic investments in targeted sectors to spark new and sustainable regional economic growth and jobs. These sectors include: forestry, transportation, tourism, mining, small business, energy, agriculture and aquaculture, and economic development.

ICET is guided by a 13-person Board and two Regional Advisory Committees (RACs). Board members are either appointed by the RACs (8 people) or by the Province (5 people). The RACs are made up of elected local government officials and MLAs. This exceptional team of local community leaders collaborates to set regional priorities and build vital multi-regional networks.

The specific region where the Trust may invest is shown on the map below and can be viewed in detail on the Trust's web page at www.islandcoastaltrust.ca

The Trust provides **funding** and leverages **partnerships** to create new and sustainable economic growth and jobs on the North Island and Sunshine Coast.



1.2 TRUST AREA



1.3 ICET GRANT PROGRAMS

ICET's mission is to strengthen and diversify the economies of central and northern Vancouver Island and the Sunshine Coast region. Its core business is to leverage its principle funds to make strategic, non-repayable contributions to economic development projects within this region. Guided by its governing legislation, ICET invests its funds in projects that enhance the region's competitive position in eight key sectors:

Forestry	Transportation
Tourism	Mining
Small Business	Economic Development
Agriculture and Aquaculture	Energy

1.4 INVESTMENT APPROACH

The Board has approved an investment strategy for the \$50 million Regional Fund which is secure, flexible and provides the Trust with the liquidity it requires to respond to investment opportunities in key sectors and projects.

Trust funds are invested through the Municipal Finance Authority pooled funds. Currently ICET funds are distributed between the Money Market Fund, the Intermediate Fund, and the Bond Fund. The Trust does not invest in equities, given its short term need for capital. The Board regularly monitors the performance of its investment funds to ensure maximum earnings and the preservation of capital, while ensuring liquidity to respond to project demands.

The total amount of funding disbursed annually will depend on the project opportunities, the Board's project investment decisions and the speed of project implementation and completion.

1.5 TRUST GOVERNANCE

ICET's governance is defined in its legislation, the *North Island Coast Development Initiative Trust Act*.

BOARD OF DIRECTORS

ICET is governed by a Board of Directors consisting of 13 directors, 8 of whom are appointed by two Regional Advisory Committees (RACs), representing the Central South Island Region and the North-Island Sunshine Coast Region. The remaining 5 Directors are appointed by BC's Lieutenant Governor in Council.

The Board occupies a central role in ICET's governance. It is responsible for guiding the strategic direction of ICET, providing oversight of management, and making all final funding decisions. The ICET Board provides direction to the Chief Executive Officer, who in turn is responsible for the daily operations of ICET.

The Board includes representatives from diverse areas, including the largest and smallest communities in the region. This diverse Board, complemented by the specific expertise of the provincial appointees, brings an exceptional skill set and wide ranging perspectives to the table at each monthly meeting.

REGIONAL ADVISORY COMMITTEES

The ICET Board is advised by two Regional Advisory Committees comprised of the mayors, chairs or other elected representatives from each regional district and Members of the Legislative Assembly from the region. Regional Advisory Committees meet three or four times a year to review all funding applications to the Trust, and provide advice to the Board on strategic issues. The Chairs from each of the RACs attend Board meetings as ex officio members.

The Regional Advisory Committees play a key role in ICET's operations. Their regional knowledge and ground truth perspective provides the Board with stronger regional understanding of issues, projects and partnerships. The RACs also bring the region's voice to the table in the development of strategy and policy ensuring that no community is left unheard.

STAFF

ICET is managed by a core staff of three, including the Chief Executive Officer, a Project and Corporate Administrator and an Administrative Coordinator. All other services are provided by consultants on an as-needed basis to provide ICET with the high level expertise needed for the diverse nature of its work.

1.6 BOARD OF DIRECTORS

Mayor Phil Kent, Duncan – Board Chair
 Camela Tang – Provincial Appointee – Board Vice-Chair
 Mayor Gerry Furney, Port McNeill – Board Treasurer
 Mayor Bev Parnham, Port Hardy – Board Secretary
 Dallas Smith – Provincial Appointee – Member at Large
 Mayor John Henderson, Sechelt
 Mayor Rob Hutchins, Ladysmith
 Mayor Edward Lewis, Zeballos
 Dave Mannix – Provincial Appointee
 Arlette Raaen – Provincial Appointee
 Mayor John Ruttan, Nanaimo
 Joe Stanhope, Chair, Nanaimo Regional District
 Kevin Tevington, Provincial Appointee

1.7 REGIONAL ADVISORY COMMITTEE MEMBERS

NISCRAC MEMBERS (NORTH ISLAND-SUNSHINE COAST REGIONAL ADVISORY COMMITTEE)

Mayor Teunis Westbroek, Qualicum Beach – RAC Chair
 Mayor Paul Ives, Comox – RAC Vice-Chair
 Mayor Jan Allen, Port Alice
 Mayor Craig Anderson, Gold River
 Mayor Leslie Baird, Cumberland
 Mayor Michael Berry, Alert Bay
 Mayor John Douglas, Port Alberni
 Gary Feschuk, Chief Councillor,
 Sechelt Indian Government District
 Mayor Dave Formosa, Powell River
 Scott Fraser, MLA, Alberni-Qualicum
 Mayor Gerry Furney, Port McNeill
 Edwin Grieve, Chair, Comox Valley Regional District
 Mayor John Henderson, Sechelt
 Al Huddleston, Chair, Mt.Waddington Regional District
 Mayor Bill Irving, Ucluelet
 Mayor Walter Jakeway, Campbell River
 Mayor Larry Jangula, Courtenay

Mayor Edward Lewis, Zeballos and Chair,
 Strathcona Regional District
 Mayor John MacDonald, Sayward
 Honourable Don McRae, MLA, Comox Valley
 Garry Nohr, Chair, Sunshine Coast Regional District
 Colin Palmer, Chair, Powell River Regional District
 Mayor Bev Parnham, Port Hardy
 Mayor Wayne Rowe, Gibsons
 Mayor Josie Osborne, Tofino
 Mayor Jude Schooner, Tahsis
 Nicholas Simons, MLA, Powell River-Sunshine Coast
 Cindy Solda, Chair, Alberni-Clayoquot Regional District
 Claire Trevena, MLA, North Island

CSIRAC MEMBERS (CENTRAL SOUTH ISLAND REGIONAL ADVISORY COMMITTEE)

Gerry Giles, Director, Cowichan Valley Regional District –
 RAC Chair
 Joe Stanhope, Chair, Nanaimo Regional District –
 RAC Vice-Chair
 Mayor Chris Burger, Parksville
 Ron Cantelon, MLA, Parksville-Qualicum
 Mayor Jack deJong, Lantzville
 Mayor Ross Forrest, Lake Cowichan
 George Holme, Director Area “E”,
 Regional District of Nanaimo
 Mayor Rob Hutchins, Ladysmith and Chair,
 Cowichan Valley Regional District
 Mayor Phil Kent, Duncan
 Leonard Krog, MLA, Nanaimo
 Mayor John Lefebure, North Cowichan
 Bill Routley, MLA, Cowichan Valley
 Doug Routley, MLA, Nanaimo-North Cowichan
 Mayor John Ruttan, Nanaimo

1.7 ICET STAFF

Line Robert, CEO
 Denice Regnier, Project and Corporate Administrator

STRATEGIC PLANNING PROCESS



The legislation governing the Trust (Section 14(1)a of the Act) requires that the directors of the Trust must:

“Each year establish a 3 year strategic plan for the North Island-Coast Development Initiative Trust including goals for each year of the strategic plan relating to the fulfillment of the purposes identified in section 20 in relation to the Regional Account from Section 14(1)a of the Act.”



The first ICET strategic plan was developed as a result of a comprehensive stakeholder consultation process and round table discussions held in the winter of 2006 at the Mt. Washington Strategic Planning Conference. This process led to the establishment of the current ICET model of funding disbursement and operations and the first [ICET strategic plan](#), published in 2007.

Since that time, the Board has stayed focused on the original mandate and direction it was given by its stakeholders. However, the objectives and strategic priorities and actions are reviewed on an annual basis during a formal strategic planning process.

On January 18, 2013 the Board of Directors met for a one day planning session to prepare the 2013-2015 Strategic Plan. The Board reviewed the results of a Board consultation survey, data on the current economic environment, existing opportunities and threats, and identified the most significant issues facing the Trust in the upcoming three years. With this process the Board validated the long range vision and mission, amended its strategic objectives and identified the annual priorities and actions for the 2013-2015 term.

The 2013-2015 Strategic Plan is the seventh edition. To view all Strategic Plans, visit www.islandcoastaltrust.ca/strategic-plan.

ENVIRONMENTAL SCAN



ICET operates in a strategic environment which is highly influenced by external forces. These external economic, political and strategic forces have direct and indirect impacts on ICET operations and strategic priorities.

ECONOMIC CONTEXT

The ICET region continued to face economic challenges in 2012 as the recovery from the 2008-2009 recession stalled and even regressed in some areas. There are bright spots and reasons for optimism but the region is lacking some of the major employment opportunities on the horizon for other regions of the province, particularly northern BC.

The largest decline in employment is in the construction industry, followed by tourism related accommodation and food services and manufacturing. Average employment incomes in the ICET region are lower than in all other regions of the province. This is the result of the declining fortunes of key island industries like forestry and the resulting loss of high income employment in sawmills, pulp and paper and forestry supply companies and the failure of other high paying alternatives to emerge.

There are also some positive trends and opportunities. The forest sector is slowly recovering due to growth in exports to Asia and a greater focus on specialty products with higher value. Further growth is expected as the US housing market recovers. Agriculture and related food processing is also a growth industry due to the rising interest in locally grown food and the potential for higher value agricultural and seafood processing. While mining is not as prominent in the ICET region as in other areas of the province, exploration continues on Northern Vancouver Island and there are some proposals for mining development which could be realized in the longer term. Growth in the education sector is a positive sign and some of the higher value services sectors such as professional, scientific and technical services should rebound as activity increases in larger centres and as a result of the attraction of skilled professionals and businesses due to the quality of life advantages in the region.

The key to reversing the declining income and employment trends in the coming years will be to continue to encourage growth in high value

industries while also supporting high value economic activity within the existing dominant sectors in the regional economy.

IMPACT ON ICET OPERATIONS

The global economic challenges have affected all levels of government. Fiscal tightening is shrinking the available pool of matching government funding resources for ICET projects. A challenging economic environment at the community level is also shrinking the available pool of private sector and community level contributions to projects as well as tempering the optimism and economic certainty required to move certain projects forward.

In the past year, ICET disbursed over \$7 million dollars to previously approved projects in varying stages of implementation and completion. New project approvals for 2012-2013 have been more limited in scope, with approximately \$2 million in new initiatives approved.

The smaller value of new project approvals is a result of declining matching funding sources and fewer large capital projects. Projects moving forward are smaller in scope, with the primary matching funding sources coming from the communities and non-government sources of funding. Most of these projects are coming from ICET's most economically challenged communities who benefit from a more favorable matching ratio of 1:1 and 1:2. The result is that the total amount of funding leveraged into the community is lower than during the recent federal stimulus funding period, where larger projects from thriving communities with a 1:3 matching ratio were approved. The result is that while total leveraging may have decreased, ICET's role as a key player and tipping point in projects is increasing. In many projects, ICET is the only major source of funding outside of applicant and community resources.

The most significant internal challenge facing ICET in the coming year remains the uncertainty regarding future funding in a climate of political and fiscal uncertainty. To date the organization has committed more than \$47 million of its original \$50 million endowment. In 2012-2013, recapitalization of the fund, with a view to becoming a long term regional economic development resource, was one of ICET's

key strategic priorities. A significant amount of time and resources have been invested in obtaining further funding and these activities will continue into the next fiscal year until either interim or long term funding is secured.

Regardless of financial uncertainty, the ICET Board is moving forward with optimism and implementing new programs and tools needed by the region to respond and adapt to the changing economic climate, within its ability to do so with remaining funds. In early January 2013 ICET launched a new Economic Development Readiness program to support community and regional economic development capacity, by providing funding for strategic economic development planning and investment readiness initiatives. Early results are very encouraging as several communities with no economic development functions are now involved in the development of new local and/or regional economic development services. More new programs have been planned but cannot be implemented until additional funding is secured.

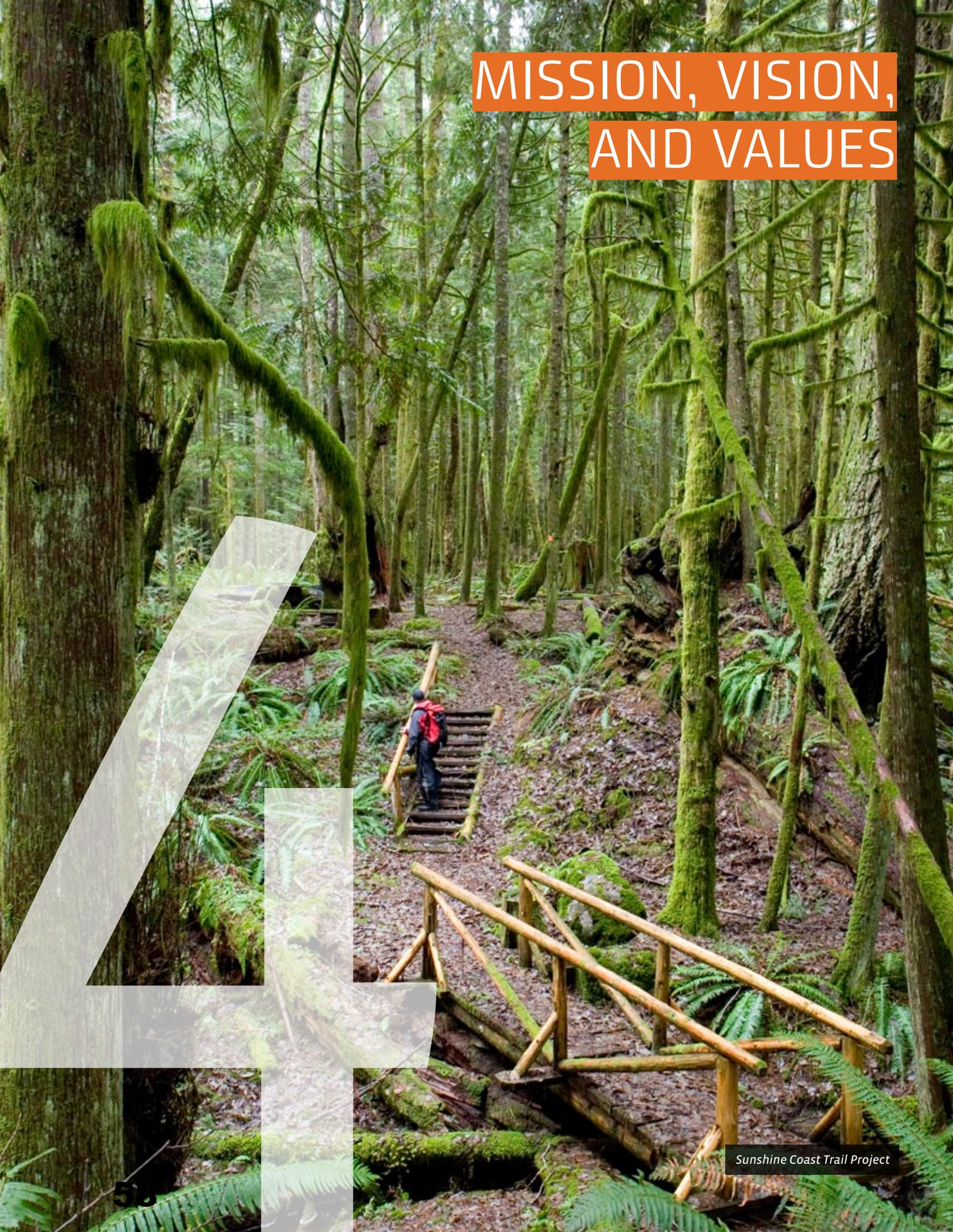


Campbell River Airport Expansion Project



Cowichan Estuary Nature Centre Project

MISSION, VISION, AND VALUES



MISSION

The Trust is a partner and catalyst to build a diverse and sustainable Island and Coastal economy.

**LONG-RANGE
VISION**

The North Island and Sunshine Coast area is a diversified, globally competitive regional economy.

VALUES

Integrity
Transparency
Accountability
Collaboration



Ladysmith Community Marina Visitor Facilities Project



Nanaimo Visitors Centre



STRATEGIC
OBJECTIVES

LEVERAGE economic development and diversification investment in the ICET region

INVEST in the development of key economic development infrastructure

IMPROVE the environment required for increased investment attraction and job creation

ADVANCE regional collaboration and planning

MAXIMIZE the impact of Trust resources through increased efficiency, responsiveness and implementation of best practices



Port Hardy Seine Float and Area Improvement Project



Sunshine Coast Trail Project Tin Hat Hut

STRATEGIC PRIORITIES AND ACTIONS 2013–2015



1

LEVERAGE ECONOMIC DEVELOPMENT AND DIVERSIFICATION INVESTMENT IN THE ICET REGION

ICET will use its \$50 million endowment as a lever to attract incremental investment from other levels of government, non-government sources of funding, and community as well as private sector investment, in individual project investments as well as larger community and regional investments.

Strategic priorities 2013-2015

1.1 SEEK LONG TERM FUNDING FROM THE GOVERNMENT

Key Actions 2013

- A) Liaise with Province regarding the business case submission for interim funding
- B) Implement new programs as per available funding and business case

Actions 2014–2015

- A) *Continue to review operations, systems and staffing to adjust to new funding*
- B) *Measure success of new initiatives and make necessary adjustments*
- C) *Develop and implement new targeted sector programs or measures as required*
- D) *Develop long term financing plan for the Trust*

1.2 CONTINUE TO MAINTAIN OR EXCEED LEVERAGING TARGETS

Key Actions 2013

- A) Increase the focus on ICET leveraging targets in the guidelines and project review process
- B) Continue to support applicants with the search for matching funding
- C) Maintain and improve existing relationships with other funders to encourage and increase funding in the ICET area

Actions 2014–2015

- A) *Continue to maintain or increase leveraging of funding to the region*
- B) *Build on existing and new relationships with funders to increase investment in ICET area*

For a detailed summary of strategic priorities, actions, targets and timelines, download the [2013–2015 ICET Workplan](#).

1.3 INCREASE THE DIVERSITY OF MATCHING FUNDING PARTNERS AND FUNDING SOURCES

Key Actions 2013

- A) Increase the focus on the diversity of sources of matching and non-government sources of funding in the application guideline documents and project approval process
- B) Link applicants with potential sources of non-government funding

Actions 2014–2015

- C) *Continue to build new relationships and partnerships with non-government and private sector partners*

Performance measures

- Amount of funding leveraged
- Number of sources and percentage of funding leveraged
- Amount of incremental diversification investment
- Number of projects leading to economic diversification
- Percentage of projects where ICET funding is a tipping point

2

INVEST IN THE DEVELOPMENT OF KEY ECONOMIC DEVELOPMENT INFRASTRUCTURE

ICET will support strategic investment in key local and regional economic development infrastructure, with a strong focus on incremental economic benefits, economic growth and diversification, regional cooperation and long term economic and environmental sustainability through its two grant programs; the Economic Infrastructure Grant Program and the Economic Development Readiness Program.

Strategic priorities 2013–2015

2.1 INCREASE THE IMPACT AND EFFICIENCY OF THE ECONOMIC DEVELOPMENT INFRASTRUCTURE GRANT PROGRAM

Key Actions 2013

- A) Increase and diversify stakeholder awareness and applications to the program
- B) Increase the diversity of funding applications

Actions 2014–2015

- A) Monitor the number and diversity of new applicants and adjust initiatives as required
- B) Monitor the diversity of funding applications and adjust initiatives as required

2.2 RESEARCH AND DEVELOP NEW PROGRAMS AND INITIATIVES**Key Actions 2013**

- A) Conduct research on the economic benefits and best practices in the energy sector
- B) Review the potential for the development of energy sector programs or partnerships

Actions 2014–2015

- A) Implement new energy initiatives (if required)
- B) Review the opportunity to develop targeted initiatives to support small business

Performance measures

- Amount of funding invested in infrastructure
- Number of projects and communities supported
- Number of significant regional infrastructure projects
- Project performance stories

3

IMPROVE THE ENVIRONMENT REQUIRED FOR INCREASED INVESTMENT ATTRACTION AND JOB CREATION

ICET will invest in projects, planning and training to support the development of attractive, liveable and competitive investment-ready communities capable of attracting high value investment and job creation for the region.

Strategic priorities 2013–2015**3.1 SUPPORT ECONOMIC DEVELOPMENT READINESS IN COMMUNITIES OF ALL SIZES****Key Actions 2013**

- A) Increase stakeholder awareness of the new Economic Development Readiness program
- B) Provide on-on-one assistance to maximize the impact of the new program



GeoScience BC — Northern Vancouver Island
Exploration Project (W. Jackaman)

Actions 2014–2015

- A) Continue to increase awareness of the new program
- B) Monitor success of the program and make required adjustments
- C) Continue to liaise with provincial government and other levels of government to optimize linkages with provincial investment attraction tools, courses and other resources
- D) Monitor applicant performance measurement and develop best practices case studies
- E) If required, develop and implement regional economic development readiness tools for use by communities

3.2 PROMOTE HIGH VALUE PROJECTS AND INVESTMENT IN THE ICET REGION

Key Actions 2013

- A) Increase the focus on high value investment in the program guidelines and project review process
- B) Share sectoral and regional statistics with applicants to support the investment decision process
- C) Share information and best practices related to high value projects and investment

Actions 2014–2015

- A) Monitor number of new high value investments in region
- B) Develop case studies to share with potential applicants
- C) Continue to share sectoral and regional statistics with applicants

Performance measures

- Number of communities receiving economic readiness support
- Number of economic development readiness projects funded
- Number of new strategic plans developed, new local or regional ED corporations formed, investments attracted/ attraction websites or documents developed, hosting events held, regional marketing initiatives planned
- Number of new permanent jobs created by ICET investments
- Number/type of new high value investments attracted
- Value of incremental investments and spin off investments generated by ICET funded projects

- Increase in tourism to region/communities/attractions attributable to ICET funded projects
- Increase in population, corporate tax base or other measurable indicators of community growth

4

ADVANCE REGIONAL COLLABORATION AND PLANNING

ICET will facilitate and provide financial or operational assistance to support regional collaboration, key networking or learning events as well as long term regional or sectoral planning initiatives.

Strategic priorities 2013–2015

4.1 SUPPORT REGIONAL ECONOMIC DEVELOPMENT PLANNING AND LEARNING INITIATIVES

Key Actions 2013

- A) Develop a regional visioning and planning process in collaboration with VIEA and other regional partners
- B) Continue to support regional or sectoral planning, networking or learning events related to economic development
- C) Continue to provide support for partnership studies related to regional or sectoral economic development planning

Actions 2014–2015

- A) *Develop and present workshops/educational materials to support the regional visioning and planning process*
- B) *Develop and present the regional visioning and planning process*
- C) *Prepare a regional vision and strategy and report to stakeholders*

4.2 FACILITATE ECONOMIC DEVELOPMENT COLLABORATION

- A) Continue to organize and support regular in-person meetings of the Regional Advisory Committees and Board of Directors
- B) Develop new relationships with First Nations communities and organizations

Actions 2014–2015

- A) *Continue to use various methods to facilitate regional economic development collaboration*
- B) *Research and, if appropriate, develop new initiatives to maximize First Nations involvement in regional economic development planning and collaboration*

4.3 PARTICIPATE AND PRESENT AT KEY ECONOMIC DEVELOPMENT EVENTS

- A) Make presentations at key economic development or sectoral events to promote ICET, its program and best practices
- B) Participate in relevant economic development or sectoral events, conferences and courses
- C) Provide communities facing economic challenges with sponsorship funding to attend key regional economic development events

Actions 2014–2015

- A) *Continue to use raise ICET's profile in the region and province by targeting specific events for participation*
- B) *Continue to participate in relevant economic development events and increase ICET's leadership role within sector in the region and province*

Performance measures

- Number of regional networking/learning events funded/supported
- Number of regional plans, initiatives developed
- Number of Regional Advisory Committee meetings
- Number of Board Meetings
- Number of presentations made to stakeholder groups
- Number of new relationships with First Nations communities
- Number of new collaborative initiatives between First Nations and communities

5

MAXIMIZE THE IMPACT OF TRUST RESOURCES THROUGH INCREASED EFFICIENCY, ACCOUNTABILITY AND IMPLEMENTATION OF BEST PRACTICES

ICET will ensure that Trust resources are maximized with frugal administrative practices, continuous improvement of operations and programs and strong accountability processes as well as the implementation and sharing of best practices to promote state-of-the-art administrative and economic development practices.

Strategic priorities 2013–2015

5.1 INCREASE RECOGNITION OF ICET AND ITS POSITIVE TRACK RECORD THROUGH IMPROVED COMMUNICATIONS

Key Actions 2013

- A) Develop and implement social media communications strategy
- B) Make key improvements to ICET website
- C) Share project and economic development best practices

Actions 2014–2015

- A) Monitor the success of the new social media strategy and tools and make adjustments as required
- B) Continue to increase the number and diversity of followers and users
- C) Increase the interactive component of the strategy
- D) Continue to improve the quality, pertinence and diversity of information provided

5.2 ENSURE MAXIMUM BENEFIT OF ICET RESOURCES THROUGH CONTINUOUS OPERATIONAL IMPROVEMENT AND EFFICIENCIES

Key Actions 2013

- A) Improve administrative systems, forms and documents to simplify process for applicants and increase administrative efficiency
- B) Continue to develop project case studies to measure economic impact and benefits of Trust investments
- C) Continue to match or exceed market returns on ICET investments

Actions 2014–2015

- A) Continue to monitor and document project performance
- B) Continue to match or exceed market returns on ICET investments

5.3 IMPLEMENT MANAGEMENT, GOVERNANCE AND ECONOMIC DEVELOPMENT BEST PRACTICES

Key Actions 2013

- A) Continue to implement management best practices on an ongoing basis
- B) Continue to implement governance best practices on an ongoing basis

Actions 2014–2015

- A) *Continue to research and implement best practices in management and governance*
- B) *Continue to develop unique best practices in regional economic development*

Performance measures

- Number and type of new processes, forms and documents created or implemented
- Improvements in service delivery
- Project and organization evaluations and reviews
- Number and type of analysis and reports produced
- Number and type of stakeholder consultations and communications
- Number of followers on social media
- Rate of return on investments



KEY PERFORMANCE TARGETS





KEY
PERFORMANCE
TARGETS

LEVERAGE economic development and diversification investment in the ICET region

- Leverage investment of more than \$3 for every dollar of ICET funding
- Increase funding leverage from non-government sources to at least 25% of total matching funding sources

INVEST in the development of key economic development infrastructure

- Disburse \$4 million to approved projects
- Approve \$2M in new projects

ADVANCE regional collaboration and planning

- Provide support for at least 3 regional economic development or sectoral networking, learning or planning events
- Develop new relationships or partnerships with at least three new non-government funding or sectoral organizations
- Develop new relationships with at least five First Nations communities or organizations

IMPROVE the environment required for increased investment attraction and job creation

- Provide funding for at least 12 new economic development readiness initiatives
- Create at least 4.4 permanent jobs per \$100,000 in ICET investment

MAXIMIZE the impact of Trust resources through increased efficiency, responsiveness and implementation of best practices

- Implement new social media strategy and tools
- Ensure a market rate of return on Trust investments

REGIONAL ECONOMIC UPDATE

Prepared by Jamie Vann Struth, Consulting Economist, VANNSTRUTH Consulting Group

The ICET region continued to face economic challenges in 2012 as the recovery from the 2008-09 recession stalled and even moved backward in some areas. There are bright spots and reason for optimism, but the region is lacking some of the major employment opportunities on the horizon for other regions of the province, particularly northern BC.

EMPLOYMENT

Employment in the ICET region averaged 183,400 jobs in 2012, a drop of 1,700 jobs from the previous year and the lowest regional total since 2005.

Since the start of the last recession in 2008, regional employment recovered strongly in 2010 but has since dropped again and is now down 8% over the last four years. While the ICET region has lost employment in the last two years, the other major regions of BC (Southern Interior, Northern BC and the Lower Mainland/Victoria areas) all saw an employment increase for the third consecutive year in 2012 and all

Employment Change in ICET Region, 2008-2012
(Source: Statistics Canada Labour Force Survey, annual averages)

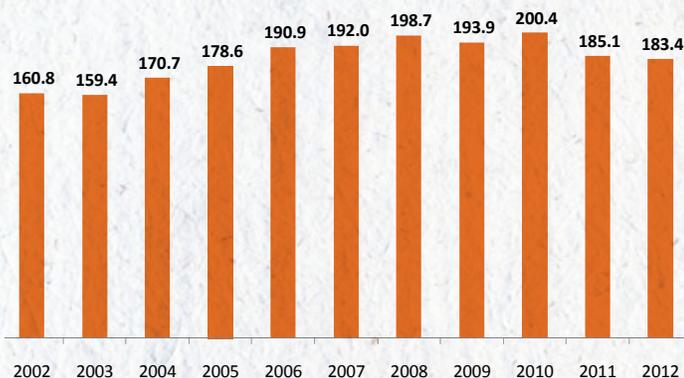


regions except the North are now exceeding pre-recession employment levels (Northern BC is only 1% below its 2008 employment level).

Looking at specific industries, the largest employment decline in the ICET region from 2008 to 2012 is in construction, which is down by 9,300 jobs. Tourism-related accommodation and food services have lost 4,700 jobs and manufacturing is down by 2,500 jobs. (Note that this data is based on a monthly survey and averaged over the course of a year so there is a certain amount of random variation from year to year. The exact changes are not considered as reliable as the general trends).

There are some positive trends, however. Education has added 3,000 jobs and the “resource-based and utilities” sector, which includes agriculture, forestry, fishing and mining, has increased by 1,200 jobs. Over a longer period of time resource-based employment has declined significantly, but there appears to be a small positive rebound in the last few years.

ICET Region Employment (thousands)
(Source: Statistics Canada Labour Force Survey, annual averages)

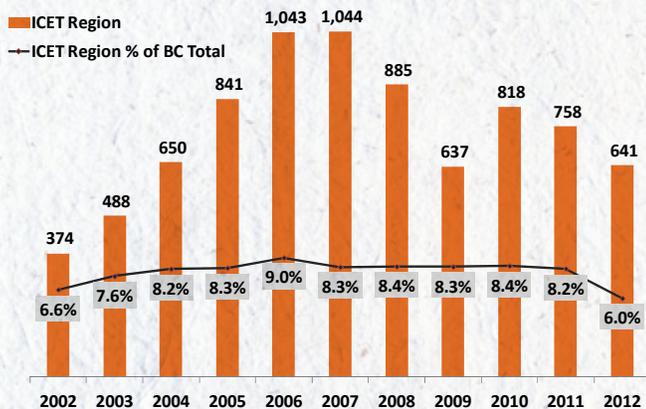


Apart from the statistics, there are some reasons for optimism. The forest sector is slowly recovering due to growth in exports in Asia and greater focus on specialty products with higher value. Further growth is expected as the US housing market continues to recover and penetration into Asia grows. Agriculture and related food processing is also a growth industry due to rising interest in locally-grown food and the potential for higher-value agricultural and seafood processing for both local consumption and exporting. Mining and oil and gas are not nearly as prominent in the ICET region as other parts of BC but exploration continues, particularly in northern Vancouver Island, and there are some proposals for mining development that could be realized in the longer term. Growth in the education sector is also a positive sign and some of the higher-value services sectors that were growing rapidly earlier in the last decade, such as professional, scientific and technical services, should rebound in the larger centres in the region and as the attraction of skilled professionals for quality of life reasons continues.

CONSTRUCTION ACTIVITY

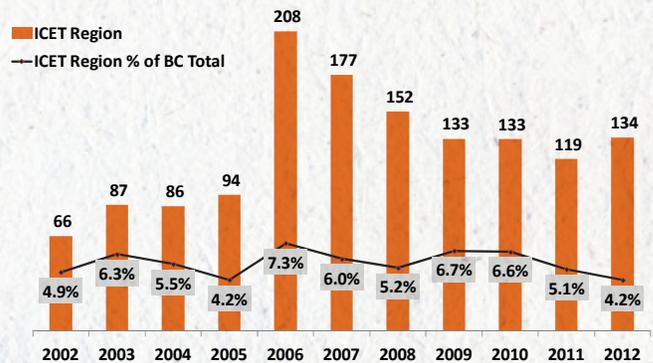
The value of building permits in the ICET region has followed the same general pattern as employment, with a strong post-recession recovery in 2010 followed by further declines the last two years.

Total Building Permit Values in ICET Region (\$millions)
(Source: BC Stats, based on Statistics Canada data)



Commercial & Industrial Building Permit Values (\$millions)

(Source: BC Stats, based on Statistics Canada data)



The region has followed provincial trends quite closely in most years, with somewhere between 8% and 9% of total building permit values every year from 2004 to 2011 (as a reference, the ICET region has 9.5% of the provincial population). But while the provincial economy continued moving upward in 2012, the ICET region saw its share of building permits fall to 6.0%, its lowest level in more than a decade.

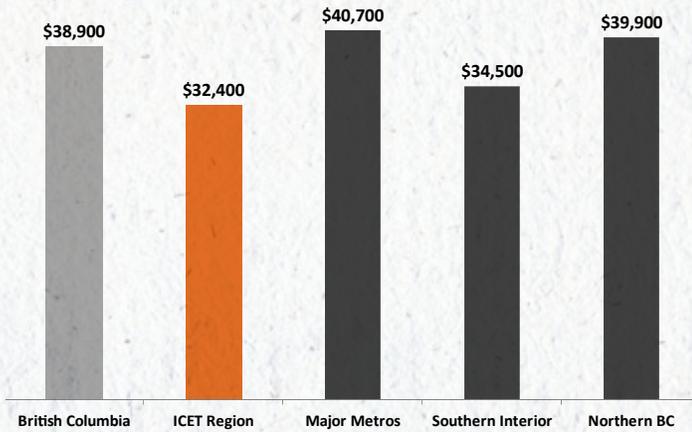
Focusing only on commercial and industrial construction shows the level of investment in new employment and income-generating assets. While these investments have also slowed from their peak in 2006 and 2007, the fall-off is not as sharp as for residential construction. The share of provincial activity did trend down for the 3rd straight year in 2012 as activity increased significantly in both the Lower Mainland and northern BC.

INCOMES

Average employment incomes are lower in the ICET region than any other major region in BC.

This is due primarily to the different mix of industries in the ICET region that is oriented more toward lower-paying sectors, including sectors that provide a lot of part-time and/or seasonal work, such as tourism and resource industries like fishing.

Average Employment Income, 2009
(Source: Canada Revenue Agency taxfiler data)



Employment incomes have not always been lower in the ICET region. As recently as 2000, the ICET region had a higher average income than the Southern Interior and was only 11% lower than the BC average compared to 17% lower in 2009. The declining fortunes of key Island industries like forestry and the failure of new, high-paying alternatives to emerge has caused employment incomes to stagnate.

The average real employment income (after removing inflation) in the ICET region declined by 0.3% per year from 2000 to 2009. This compares to an annual increase of 0.5% in BC and larger increases in both the Southern Interior and Northern BC.

The remedy from an economic development perspective is to encourage growth in higher-value industries (e.g., professional services, niche manufacturing of wood and agri-food products) while also supporting higher-value economic activity within existing dominant sectors (e.g., tourism).

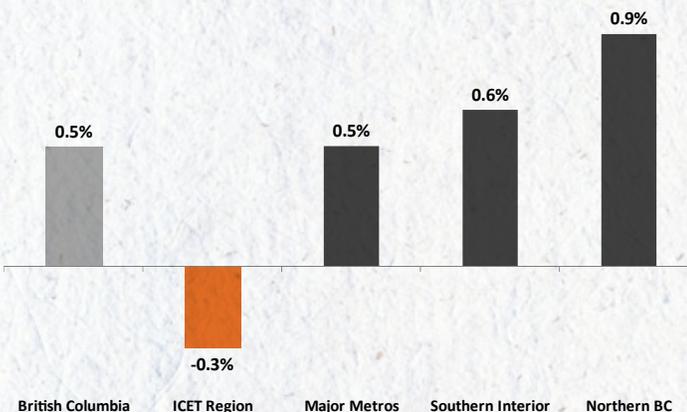
POPULATION

Population and employment trends usually move in the same direction. Growth in employment opportunities will attract people to move to a region, but growth in population also creates employment in sectors like retail, personal services and public services.

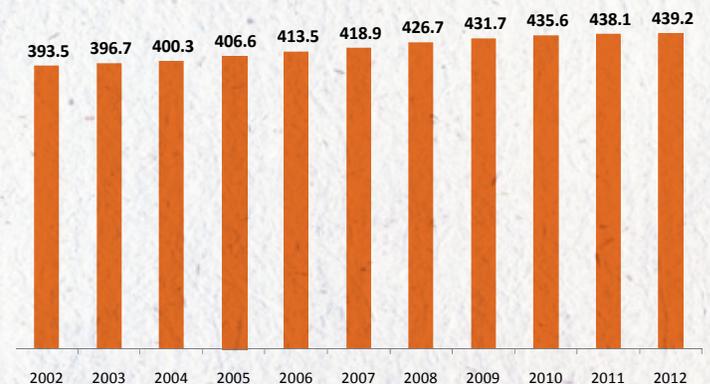
Following this logic the declining employment in the ICET region might also be reflected in a declining population. So far this is not quite occurring as regional population continued to grow to an estimated 439,000 people in 2012.

However, the rate of population increase is slowing down, dropping for the 4th straight year in 2012. The region may be heading toward population decline if the trend continues.

Annual Change in Average Real Employment Income, 2000-2009
(Source: Canada Revenue Agency taxfiler data)



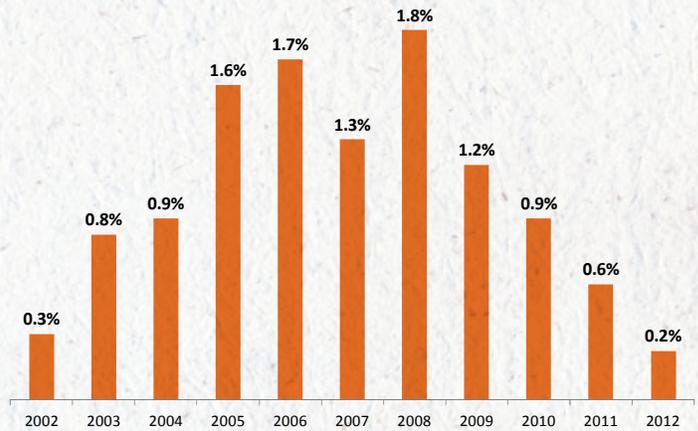
ICET Region Population Estimates (thousands)
(Source: BC Stats)



With a growing and aging population, yet declining employment, there are more and more people living in the region who are not working. The number of people age 15+ in the ICET region who are not in the labour force increased by 22% from 2008 to 2012 (from 131,000 to nearly 160,000 people), a much greater increase than in BC overall (10%) or the economically similar Southern Interior (5%).

Part of the increase is based on the ICET region's older age profile and continuing attractiveness to retirees, but such a dramatic increase in only four years suggests there are also younger adults who would like to work but cannot find suitable employment in the region. Some of them will pursue post-secondary education as an alternative (which is a common tactic during economic downturns) but an ongoing challenge for non-metropolitan regions,

Estimated Population Growth in ICET Region
(Source: BC Stats)



particularly in smaller communities, is having enough quality employment opportunities to attract and retain young adults.



Ground-breaking for the Cowichan Regional Visitor Centre

B.C. Forest Discovery Centre president Steve Lorimer (left), North Cowichan Mayor Jon Lefebure, Cowichan Bay director Lori Iannidinardo, Duncan Mayor and ICET Chair Phil Kent, Duncan Cowichan Chamber of Commerce president George Gates, and Cowichan Tribes' Councillor Lester Joe.

From: Lee-Ann Unger <leeann@elementevents.ca>
Date: 2 April, 2013 4:39:41 PM PDT
To: cindysolda@me.com
Subject: Jumbo Glacier Resort Mountain Resort Municipality

Hello Councillor Solda,

Below is the letter from Invermere Mayor Gerry Taft and some background information.

With regards to Mayor Taft's request as it relates to the AVICC, as you suggested, I spoke with Iris Hesketh-Boles and, based on her suggestion, will ask Mayor Taft to submit a request to her to have this topic added to the next AVICC executive meeting agenda.

Are you able to include this letter in a Port Alberni Council meeting as correspondence requiring action? Or, should I be following up with City staff?

If you have any questions please contact me anytime by email or on my cell phone (250) 266-9663.

Thanks again for your time and recommendations.

Warm regards,
Lee-Ann

Lee-Ann Unger
On behalf of the Kootenay Coalition for Jumbo Wild
(250) 266-9663

A town with no people and an appointed Council results in UBCM
no
longer having 100% membership

*Correspondence requiring action and for discussion at an open
meeting of
council or board*

Dear Mayor and Councillors (or Chair and Directors),

In November of 2012 the Province of British Columbia issued the
letter
patents for a town with no people, and with an appointed
council. The new

"municipality" is known as the Jumbo Glacier Mountain Resort Municipality (JGMRM) (see the attached letters patent). The ability of the Province to create a town with no people and with an appointed council was permitted by the passing of Bill 41 amendment act in May of 2012 (see attached), and although this marks a significant shift in the policy of what a municipality or a local government is and can be in British Columbia- the Union of British Columbia Municipalities was not consulted about this amendment (the Provincial Government claims it was a clarification not an amendment).

At the September 2012 UBCM convention, the membership passed a strongly worded resolution (see attached resolution B 55) stating the opposition to the concept of a municipality without inhabitants and with an appointed council.

The creation of the JGMRM raises significant concerns over basic democratic concepts and principles, there are also concerns that any land uses decision being made by a Provincially appointed council who are instructed in the letter patent not to restrict development rights- threatens the integrity of normal land use decision processes and results in any public hearings being useless and the discretion of the council members being completely fettered.

To make things even more troubling, the UBCM has not be properly consulted on this concept of a local government, and has not taken any action on the resolution B 55. Because JGMRM is not elected, it is not eligible to be a member of the UBCM, thereby revoking the claims that UBCM can make of having 100% local government membership.

We strongly urge that you demand action from the UBCM executive on this file, and that you consider passing a motion and writing a letter encouraging UBCM to seek intervention status in a current Judicial Review (see attached EcoSociety Judicial review) on the creation of JGMRM. By having the UBCM involved in the judicial review, important information around local governments and the issues of lack of consultation can be adequately explored.

Please see the attached resolution from the District of Invermere on this topic.

If you require further information or clarification, please do not hesitate to contact me.

Sincerely,

Gerry Taft
Mayor District of Invermere

Background

WHEREAS The Resolution B55 was endorsed by the vast majority of delegates at the 2012 UBCM convention;

AND WHEREAS The response provided by the Ministry of Community, Sport and Cultural Development does not address the concerns and clear position taken by the membership of UBCM;

AND WHEREAS The recently created Jumbo Glacier Mountain Resort Municipality will not be eligible for membership to the Union of British Columbia Municipalities because the council is not elected, thereby violating the position taken by B55, generally undermining the reputation and credibility of British Columbia Local Governments, and destroying the 100% membership of local governments record the UBCM is very proud of having;

AND WEHREAS The West Kootenay Community Ecosociety has submitted a petition to court requesting a judicial review of the constitutionality of and the consultation around the creation of a municipality without an electorate or population and with an appointed council, and that this issue directly affects local governments and the UBCM;

THEREFORE BE IT RESOLVED The UBCM executive be encouraged to waive the normal policy of the UBCM not being involved in legal issues until the appeal process, and the UBCM submit an application to the Supreme Court of British Columbia seeking intervention status in the case between the

Ecosociety and the Province of British Columbia and Jumbo
Glacier Mountain
Resort Municipality

AND THAT IT FURTHER BE RESOLVED The every local government of
British
Columbia be sent this resolution and asked to send their
support for the
UBCM to be involved in this important legal proceeding, and
that they be
encouraged to express their concern to the Government of the
Province of
British Columbia for the precedent set by establishing a
municipality with
no population and with an appointed council.

Background:

B55 RESORT MUNICIPALITIES

WHEREAS regional districts are a legal and accepted form of
local

government in BC elected by rural communities to represent an
manage the

land-use and development interests of local taxpayers;

AND WHEREAS the creation of a resort municipality within an
electoral area

and appointment of a council directed by a resort developer is
contrary to

the principles of democratic government and sets an undesirable
precedent:

THEREFORE BE IT RESOLVED that UBCM ask the Ministry of
Community, Sport &

Cultural Development to consider a governance structure for
mountain resort

municipalities that includes elected representatives
responsible for

land-use decisions for a permanent population of at least 200
people;

AND BE IT FURTHER RESOLVED that UBCM does not support the concept of an unelected body making land use decisions for an area with no population.

RESPONSE: Ministry of Community, Sport and Cultural Development

The Local Government Act was amended in 2012 to clarify existing government policy in relation to the authority to incorporate a mountain resort municipality whether or not there are residents in the area at the time of the incorporation. The 2012 amendments ensure the effectiveness of the 2007 Local Government Act amendments related to the incorporation of mountain resort municipalities in certain circumstances.

Municipal incorporation of an area prior to the arrival of residents is not new in British Columbia. In fact, many existing British Columbia communities were incorporated prior to having stable resident populations, such as Tumbler Ridge, Elkford and Logan Lake. While those communities were incorporated in relation to resource development, government supports the use of a similar approach to enhance mountain resort development.

Incorporating an area prior to the arrival of residents means that a mayor and council need to be appointed by government until such time as a stable resident population is established within the incorporation area. Appointments to council have been used previously in British Columbia in

several resource based communities and in all of those communities, appointed individuals were replaced with elected council members as the communities grew and stable resident populations were established.

While the concerns expressed in this resolution relating to the form of such an incorporation are noted, government remains of the view that incorporating an area prior to the arrival of residents can, in limited circumstances, support the early development of mountain resorts by providing the strong foundations necessary for well planned resort communities with high quality services and public amenities.



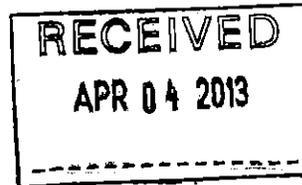
DISTRICT OF TOFINO – OFFICE OF THE MAYOR

PO Box 9, 121 3rd Street
Tofino, BC V0R 2Z0

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

2013-March-27

Honourable Keith Ashfield
Minister of Fisheries and Oceans
Parliament Buildings, Wellington Street
Ottawa, ON K1A 0A6



LGMA 0220/ CR -0824

Dear Minister:

Re: Federal Fisheries Act - Bill C38

The District of Tofino Council at its February 12, 2013 Regular Meeting reviewed the attached correspondence from the District of Maple Ridge concerning the Federal *Fisheries Act* – Bill C38. The District supports the requests made by the District of Maple Ridge as contained in the resolution passed by the Maple Ridge Council. Accordingly, the following resolution was adopted by the District of Tofino Council:

WHEREAS the well being and economy of the District of Tofino and its surrounds are dependent on healthy ecosystems and that the amended changes to the Fisheries Act diminish protections that could threaten habitat;

BE IT RESOLVED THAT the District of Tofino support the requests made by the District of Maple Ridge as contained in their Resolution regarding the Federal Fisheries Act Bill-C-38 (1-6) as circulated by the District of Elkford.

Thank you for your consideration of this matter.

Sincerely,
DISTRICT OF TOFINO

Josie Osborne
Mayor

JO/kh

Office of the Mayor



DISTRICT OF TOFINO – OFFICE OF THE MAYOR

PO Box 9, 121 3rd Street
Tofino, BC V0R 2Z0

Telephone: 250.725.3229

Fax: 250.725.3775

Email: osborne@tofino.ca

Website: www.tofino.ca

Distribution List:

Scott Fraser, MLA, Alberni-Pacific Rim
Dr. James Lunney, MP, Nanaimo-Alberni
Alberni Clayoquot Regional District ✓
Tla-qui-aht First Nations
Association of Vancouver Island Coastal Communities
Union of BC Municipalities
District of Maple Ridge
District of Elkford

Office of the Mayor



Wild at heart.

District of Elkford

816 Michel Road P.O. Box 340 Elkford, B.C. V0B 1H0
P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

November 30, 2012

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

Dear Minister Ashfield:

Re: Federal Fisheries Act – Bill C38

The District of Elkford Council at its November 13, 2012 Regular Meeting reviewed the attached correspondence from the District of Maple Ridge concerning the *Federal Fisheries Act – Bill C38*. The District supports the requests made by the District of Maple Ridge as contained in the resolution passed by the Maple Ridge Council.

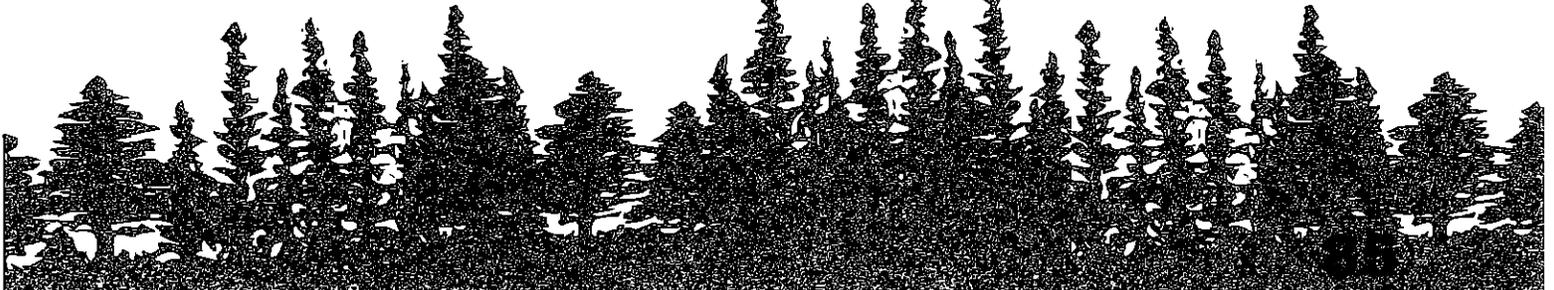
Thank you for your consideration of this matter.

Sincerely,

Dean McKerracher
Mayor

Enclosure

Cc: All UBCM Member Municipalities





Deep Roots
Greater Heights

October 10, 2012

File No: 0400-40

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

Dear Minister:

Re: **Federal Fisheries Act - Bill C38**

Under the direction of Maple Ridge Council, an Ad Hoc Task Force was established to review the proposed changes to the *Federal Fisheries Act*. The findings of the Task Force were received at an open meeting of Council on October 1, 2012 and subsequently referred to the Council Meeting of October 9, 2012 in response to the recommendations contained therein.

The following resolution was adopted:

Whereas the District of Maple Ridge has made significant investments in the protection of fish habitat and watercourses that exist in the community;

And Whereas the protection and management of natural habitat is an important value for the citizens in our community as reflected in the Official Community Plan;

And Whereas Council has grave concerns around the proposed departure from the historical protection of fish habitat and the loss of ecological linkages that all species have to our fisheries;

Now Therefore Be It Resolved That the District of Maple Ridge call upon the federal government to ensure:

1. THAT the federal government provide information behind the rationale for the Policy Direction change to the *Fisheries Act* and that it disclose whatever pertinent scientific information that has been used to support the proposed changes to the *Fisheries Act* legislation and regulations;
2. THAT there is meaningful public involvement and dialogue as part of the process with local stewardship groups, municipalities, scientific organizations, First Nations, non-government environmental organizations



- and the public-at-large both before and after the implementation of the second phase of amendments to the *Fisheries Act*;
3. THAT the federal government retain the existing protection language for fish habitat and fisheries rather than changing the *Fisheries Act* to limit protection to only certain fisheries;
 4. THAT there is clarification on whether the current definitions as per section two of the Federal *Fisheries Act* still apply and that there are meaningful definitions provided with respect to "temporary" and "permanent" alteration, disruption or destruction of fish habitat; the 'death or killing' of fish; the lack of definition around what a fishery consists of. Definitions should continue to promote an ecosystem based approach to fish conservation;
 5. THAT appropriate levels of staffing support and resources are provided by the federal government to the Department of Fisheries and Oceans for community enhancement and restoration initiatives, habitat management and protection programs, monitoring and compliance efforts, in addition to education and outreach programs assuring maximum benefit and effective management of the fisheries to support the economic, social and ecological needs fundamental to the values of the Canadian people; and
 6. THAT this resolution and the attached report be forwarded to the Federal and Provincial Ministers of Fisheries, to local MPs and MLAs, to all federal parties, to local First Nations, to Metro Vancouver Regional Board, to the Lower Mainland Local Government Association (LMLGA), to the Federation of Canadian Municipalities (FCM) and to all Union of BC Municipalities (UBCM) member municipalities.

A copy of the referenced report prepared by the Task Force is attached for your perusal.

Thank you for your consideration of the above recommendations and attached report. We look forward to future correspondence in this regard.

Yours truly,



Ceri Marlo
Manager of Legislative Services &
Emergency Management Program

/dd

Attachment

cc List Attached





REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Assistant

Meeting Date: April 10, 2013

Subject: ACAP Contribution Agreement

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors agree to enter into a Contribution Agreement with Her Majesty the Queen in the right of Canada to receive \$248,181.00 capital contribution for a Heavy Airside Mobile Equipment (runway sweeper) Project at the Long Beach Airport and agree to assume all project costs above the level approved by the Minister and authorize Russell Dyson, CAO to be the designated representative to sign the agreement on their behalf.

Summary:

In December 2012, an application was submitted to the Airport Capital Assistance Program (ACAP) to purchase a new runway sweeper for the Long Beach Airport. This new sweeper will replace the current vintage 1969 Sicard gasoline powered towed sweeper. The new sweeper will be a diesel powered hydrostatic unit. The cost estimate submitted with the funding application, to cover the equipment and associated costs would be approximately \$245,000.00. Once the contribution agreement has been executed, tenders will be prepared and prices received for the equipment.

Time Requirements – Staff & Elected Officials:

Staff time will be required to complete the contribution requirements and purchase of the new sweeper.

Financial:

There will be minimal administration costs from the Mark Fortune's time to assist with the purchase of the equipment.

Policy or Legislation:

Equipment purchase will follow the ACRD's purchasing policy.

Submitted by: 

Janice Hill, Environmental Services Assistant

Approved by: 

Russell Dyson, Chief Administrative Officer



Transport
Canada

Programs Branch
Pacific Region
Suite 620 - 800 Burrard Street
Vancouver, B.C.
V6Z 2J8

Transports
Canada

Groupe des programmes
Region du Pacific
800, rue Burrard, Bureau 620
Vancouver, C-B
V6Z 2J8

Tel: (604) 666-2502
Fax: (604) 666-2961

March 28, 2013

T 7161-P167-2013-001P (THF-AC)
8294380

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



Attention: Russell Dyson, Chief Administrative Officer

Dear Mr. Dyson:

I am pleased to inform you that a capital contribution in the amount of \$248,181.00 has been approved for a Heavy Airside Mobile Equipment (Runway Sweeper) Project at Tofino Airport. This contribution is provided under the Airports Capital Assistance Program (ACAP).

The contribution provides for the purchase of a towed runway sweeper. The total estimated cost of the project is \$248,181.00. ACAP will provide 100% project funding up to a maximum of \$248,181.00.

The contribution agreement for the project will be sent to your office under separate cover. Transport Canada representatives will be contacting you to discuss the agreement requirements. I should mention that no work is to commence on this project nor are any expenditures to be made until the contribution agreement has been signed and executed. Any expenditures incurred prior to the signing of the agreement by both parties will be ineligible for funding under the program.

If you have any questions, please contact Jim Chan, Regional Manager, Funded Programs, at (604) 666-5398 or Alistair Crawford, Funded Programs Officer, at (604) 666-0717.

Sincerely,

Michael A. Henderson
Regional Director General

copy: Janice Hill, Environmental Services Assistant (via email only)



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Assistant

Meeting Date: April 10, 2013

Subject: Contribution Agreement – Sproat Lake Marine Patrol

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors agree to enter into a contribution agreement with Her Majesty the Queen in right of Canada, as represented by the Minister of Transport, to receive not more than seventy-five percent (75%) of the total eligible expenditures of the Boating Safety Awareness Project (SLMP), but only up to a maximum of \$23,925.00.

Summary:

In October 2012, Staff submitted an application to the Boating Safety Contribution Program of the Ministry of Transport to assist with funding the Sproat Lake Marine Patrol Boating Safety Awareness Program for 2013. The amount requested was \$23,925.00.

Background:

The Sproat Lake Marine Patrol (SLMP) program began in 2002. The SLMP perform many duties on Sproat Lake: assist boaters at the boat launch as well as boaters in distress; move floating wood and debris; tag deadheads and unmovable objects; provide boating safety and tourist information, daily lake patrols; water testing; boat counts; wildlife observation and reporting; observe and report campfires, beach cleaning and much more. Since 2010, Transport Canada, Office of Boating Safety has provided funding for the SLMP. The main focus of this funding is to promote boating safety awareness. With the addition of this funding we began a boating safety awareness program which is delivered to classrooms prior to the end of the school year, as well as at community events. This program has been extremely well received and we are fortunate that we can continue with support from Transport Canada.

Time Requirements – Staff & Elected Officials:

Staff time to manage the Sproat Lake Marine Patrol program for June, July and August.

Financial:

The SLMP is included in the 2013 Financial Plan.

Submitted by: 
Janice Hill, Environmental Services Assistant

Approved by: 
Andy Daniel, Manager of Environmental Services



REQUEST FOR DECISION

To: Board of Directors

From: Russell Dyson, Chief Administrative Officer

Meeting Date: April 10, 2013

Subject: Alberni-Clayoquot Transportation Committee

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors adopt the revised Terms of Reference for the Alberni-Clayoquot Transportation Committee as presented, and:

- a. **Appoint the following individuals to the Committee: Jack McLeman, Co-Chair and West Coast Representative: _____.**
- b. **Commit funding in the amount of \$7,500.00 (in-kind) to support to the Committee in 2013**

Desired Outcome:

To adopt the revised Terms of Reference for the Alberni-Clayoquot Transportation Committee and provide in-kind support to the Committee.

Background:

At the February 13, 2013 board meeting, Directors adopted the Terms of Reference for the Alberni Valley Transportation Committee with two amendments: name change to Alberni-Clayoquot Transportation Committee and the addition of a West Coast Representation. The Terms of Reference were amended to reflect these changes and forwarded for input from the Port Alberni Port Authority. The Port Authority has reviewed the Terms of Reference and provided input to the CAO. The Port Authority has committed \$7,500.00 funding in 2013 to support the Committee.

Attached please find the revised Terms of Reference for the Alberni-Clayoquot Transportation Committee.

Time Requirements – Staff & Elected Officials:

Some staff and elected officials time will be required to sit on and support the Committee.

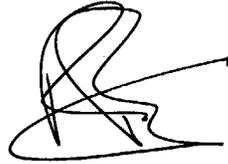
Financial:

\$7,500.00 (In-Kind) services from General Government Services

Request for Decision – Terms of Reference – Alberni-Clayoquot Transportation Committee

Policy or Legislation:

Local Government Act and ACRD Policies Apply.



Submitted by: _____
Russell Dyson, Chief Administrative Officer

**ALBERNI-CLAYOQUOT
TRANSPORTATION COMMITTEE**

TERMS OF REFERENCE

Purpose:	To work cooperatively with key partners to advance new highway construction, transportation upgrades and highway maintenance to benefit access to and within the Alberni Valley
Membership:	Port Alberni Port Authority, Alberni-Clayoquot Regional District, City of Port Alberni, West Coast Community Rep, Alberni Valley Chamber of Commerce, Hupacasath First Nation, Tseshaht First Nation, Labour Council, MLA, MP
Ex Officio Members:	Western Forest Products, Catalyst Paper, Island Timberlands and Ministry of Transportation and Infrastructure
Co-Chairs:	Darren DeLuca, Port Alberni Port Authority Jack McLeman, Alberni-Clayoquot Regional District
Meetings:	At times and places determined by the Co-Chairs
Scope:	First Priority: <ul style="list-style-type: none">• A new Alberni Valley to Highway 19 connector highway• A new ring road from Highway 4 to Ship Creek Road Other Initiatives including <ul style="list-style-type: none">• Maintenance and upgrades to the existing Highway 4 corridor from Highway 19 to Port Alberni
Resources:	Agenda's, minutes, venue and administrative support provided by the ACRD, meetings to be attended by the CAO/CEO or designate of each organization and the City's Economic Development Manager.
Funding:	Port Alberni Port Authority/ Alberni-Clayoquot Regional District - \$7,500 each in 2013



MEMORANDUM

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

From: Charity Hallberg Dodds, Planning Assistant

Date: April 4, 2013

Subject: Bylaw P1291, Beaver Creek Official Community Plan

On April 4, 2013, the Regional District received notification that the Minister of Community, Sport and Cultural Development gave Statutory Approval of Bylaw P1291 Beaver Creek Official Community Plan, on March 26, 2013, as required by Section 882 of the *Local Government Act*. This was the last required step prior to adoption by the Board.

Recommendation:

That the Board of Directors adopt Bylaw P1291, Beaver Creek Official Community Plan.

Submitted by: 
Charity Hallberg Dodds, Planning Assistant

Reviewed by: 
Mike Irg, Manager of Planning & Development

BEAVER CREEK OFFICIAL COMMUNITY PLAN

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1291

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

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

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

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

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

Beaver Creek Official Community Plan Bylaw No. P1027 is hereby repealed.

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

Public Hearing held on the 29th day of October, 2012

Read a second time this 14th day of November, 2012

Read a third time this 14th day of November, 2012

I hereby certify this to be a true and correct copy of Bylaw P1291 as read a third time by the Board of the Regional District of Alberni-Clayoquot on this 14th day of November, 2012.



Chief Administrative Officer

Approved by the Minister of Community, Sport and Cultural Development this 26th day of March, 2013

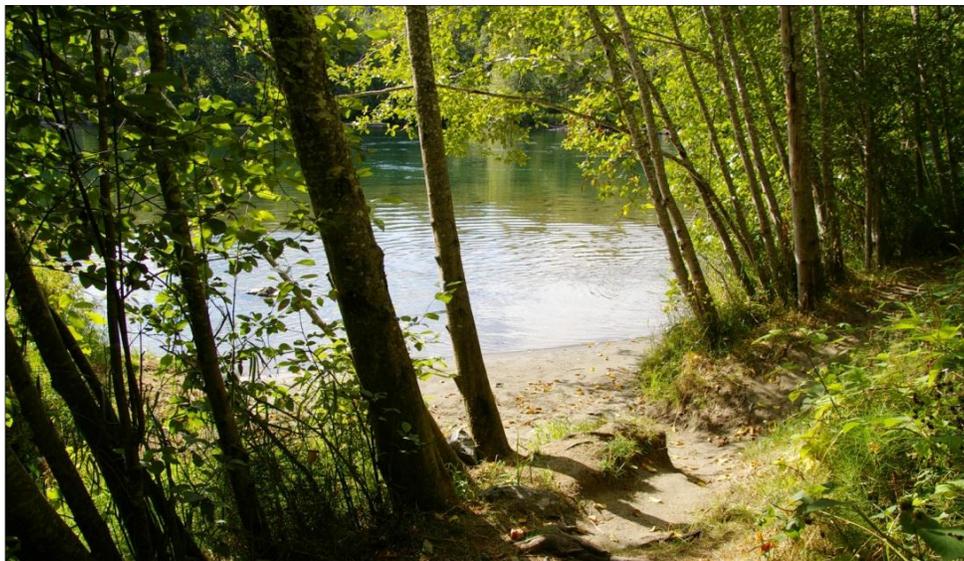
Adopted this XXX day of XXX, 2013

Chairperson

Chief Administrative Officer

Beaver Creek Official Community Plan

Bylaw No. P1291, Schedule A



17 October 2012

Beaver Creek Official Community Plan, Bylaw No. P1291

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Map No. 3	Development Permit Areas
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PART I – BACKGROUND

1.0 INTRODUCTION

1.1 Plan Preparation

The Alberni-Clayoquot Regional District (ACRD) has undertaken a review and update of Bylaw No. P1027, the Beaver Creek, Electoral Area “E”, Official Community Plan (OCP). In preparation for this review, ACRD staff prepared a background document entitled “Alberni Valley Background Study: Creating a Vision for the Future.” This study was completed in 2010 and updated the earlier (1999) Beaver Creek OCP Background report.

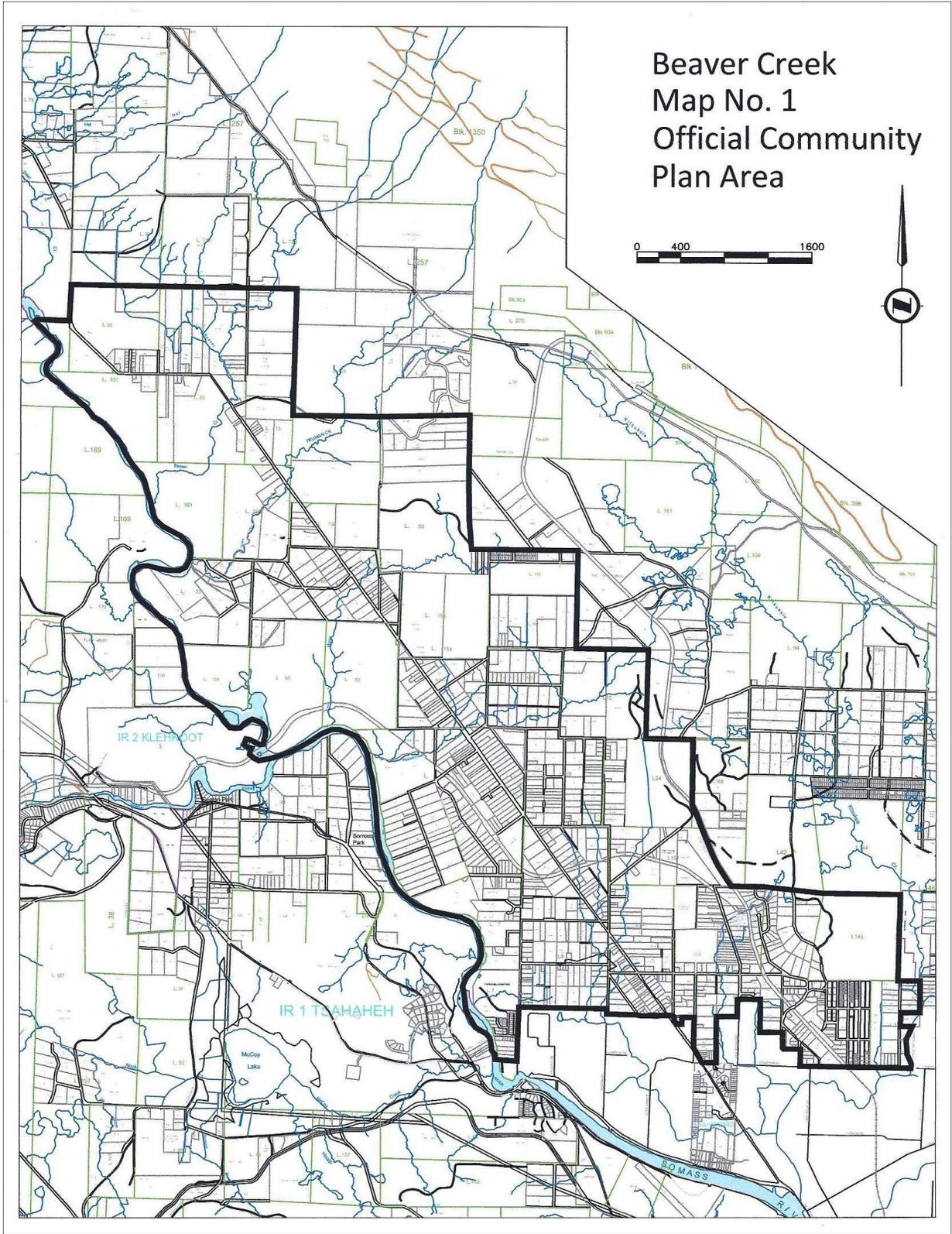
To ensure that the revised OCP encompassed all pertinent information and initiatives, the existing OCP, current legislation, the background study and other relevant documents were consulted. During the review, the existing OCP was also examined to determine possible gaps in meeting the expectations of residents and in conforming to the relevant sections of the *Local Government Act (LGA)*.

The Plan area is shown in heavy black outline on Map No. 1, on the following page, which corresponds to the electoral boundaries of Beaver Creek. For certainty, where there is a discrepancy between Map No. 1 and the letters patent of the Regional District, the definition of electoral area boundary in the letters patent will prevail.

1.2 Purpose of the Official Community Plan

The primary purpose of the OCP is to provide the ACRD with a comprehensive long-range framework to guide, monitor and evaluate future land uses and community development decisions. An OCP is a general statement of the broad objectives and policies of the local government, a statement of the community's goals, objectives and policies with respect to existing and proposed land use, and forms the basis for subsequent regulatory bylaws. The OCP is intended to provide direction to the ACRD, private citizens, businesses and public agencies on all matters concerning future development within the planning area.

Note to Readers: Where the acronym “ACRD” is used and where Regional District is capitalized, the reference is to the corporate or governing body. Where the words are not capitalized, regional district means the physical community within the jurisdictional boundaries.



1.3 Legislative Authority

The OCP is a local bylaw and is prepared and adopted under the statutory provisions of the *LGA*. Section 877(1) of the *LGA* specifies that an OCP must include statements and map designations for the area covered by the Plan respecting the following:

- (a) the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years;
- (b) the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- (c) the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;
- (d) restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- (e) the approximate location and phasing of any major road, sewer and water systems;
- (f) the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites; and
- (g) other matters that may, in respect of any plan, be required or authorized by the minister.

In addition, Section 877(2) of the *LGA* requires that an OCP “must include housing policies of the local government respecting affordable housing, rental housing and special needs housing”.

Section 877(3) of the *LGA* also requires that an OCP include “targets for the reduction of greenhouse gas (GHG) emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets.”

1.4 Jurisdiction

The Regional District generally has authority over land use and activities on privately-owned land within its boundaries. It has some influence, often through the referral process, on activities that fall under other governing bodies’ jurisdiction.

It is important to note that OCP land-use designations may not apply to Crown uses on Crown land. Forestry activities on Crown lands fall under the authority of the *Forest and Range Practices Act*.

Activities on land within the Agricultural Land Reserve (ALR) are subject to the *Agricultural Land Commission Act* and BC Regulation 171/2002, both of which are administered by the Agricultural Land Commission (ALC). Section 46 of the ALC Act requires local governments ensure consistency of their bylaws with the Act, regulations and ALC orders. The Regional District has referred this OCP to the ALC and is of the opinion it is consistent.

The *Private Managed Forest Land (PMFL) Act* restricts local governments from adopting bylaws that, in respect of private managed forest land, would have the effect of restricting, directly or indirectly, a forest management activity. The Regional District has referred this OCP to the various government ministries, forest companies, landowners and other interested stakeholders and is of the opinion the *PMFL Act* has been respected.

The subdivision approval authority in unincorporated areas within regional districts is the provincial Approving Officer. The Approving Officer bases his decisions on both provincial guidelines and the Regional District's recommendations with regards to its bylaws and policies, but cannot go against Regional District bylaws regulating the subdivision of land and zoning. An OCP may provide a basis for the Approving Officer to determine if a proposed subdivision is against the public interest. Development permits may also be required from the Regional District prior to subdivision approval from the Approving Officer.

1.5 Structure of the Plan

This OCP, Schedule A to adopting Bylaw No. P1291, is divided into three parts. Part I, entitled Background, provides an introduction to the planning area and provides an overview of the intent of an OCP. Part II contains the Goals, Objectives and Policies for the community's growth and development over the coming years. The Plan is to be implemented through the designation of land for specific use or uses, which are linked to the policies for those uses. Specifically, Part III, Use of the Plan, is the Plan's implementation section, and describes the designation, intent and use of development permit areas (DPAs). This section also provides a number of additional options available to the ACRD in order to implement the Plan. Part III also establishes policies and procedures for the Plan's amendment and review.

Where issues fall under more than one category – for example, trails as recreational opportunities and as part of the transportation network, or protection from natural hazards as general planning matters and as part of the natural environment – attempts have been made to include objectives and policies in the primary category. Therefore, the Plan as a whole should be consulted, rather than only one section, in the planning process.

1.6 The Plan Area

The Beaver Creek Electoral Area borders the Beaufort Electoral Area on the north and east, the City of Port Alberni on the south and the Sproat Lake Electoral Area on the west. The Stamp and Somass Rivers form the western boundary of Beaver Creek. The entire electoral area is included in the OCP Plan area.

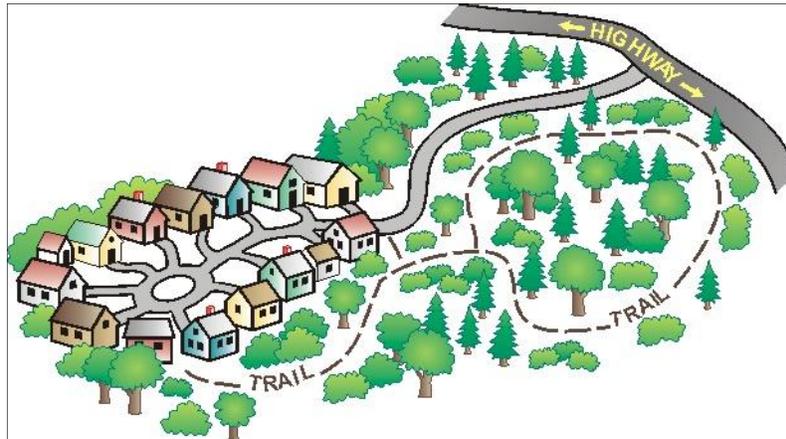
There are limited resource or forestry lands within the Beaver Creek Plan area, and few known undepleted gravel, sand or mineral reserves.

1.7 Definitions

“Accessory residential dwelling unit” means a secondary dwelling unit either in or added to an existing single-family detached dwelling or in a separate accessory building on the same lot as the main dwelling intended for use as a complete, independent living facility with provision for cooking, eating, sanitation and sleeping. Such a dwelling is an accessory, non-commercial use to the main single family dwelling. It is also commonly referred to as a secondary suite, granny suite, carriage home or basement suite and may be offered in any zone in which accessory residential use is permitted.

“Carriage home” means a small building usually near a large residence or part of an estate originally built to house horse-drawn carriages and the related tack, but now used for the purpose of an accessory residential dwelling unit.

“Clustering” means to concentrate housing on a parcel of land in order to preserve open space, sensitive ecosystems, natural or archaeological features; also called conservation planning.



“Communal water or sewer system” means a privately-owned water or sewer system with at least two (2) connections.

“Community water or sewer system” means a publicly-owned water or sewer system with at least five (5) connections.

“Comprehensive development” means a development that considers and endeavours to preserve the existing natural features of the property prior to development and generally incorporates a mixture of land uses.

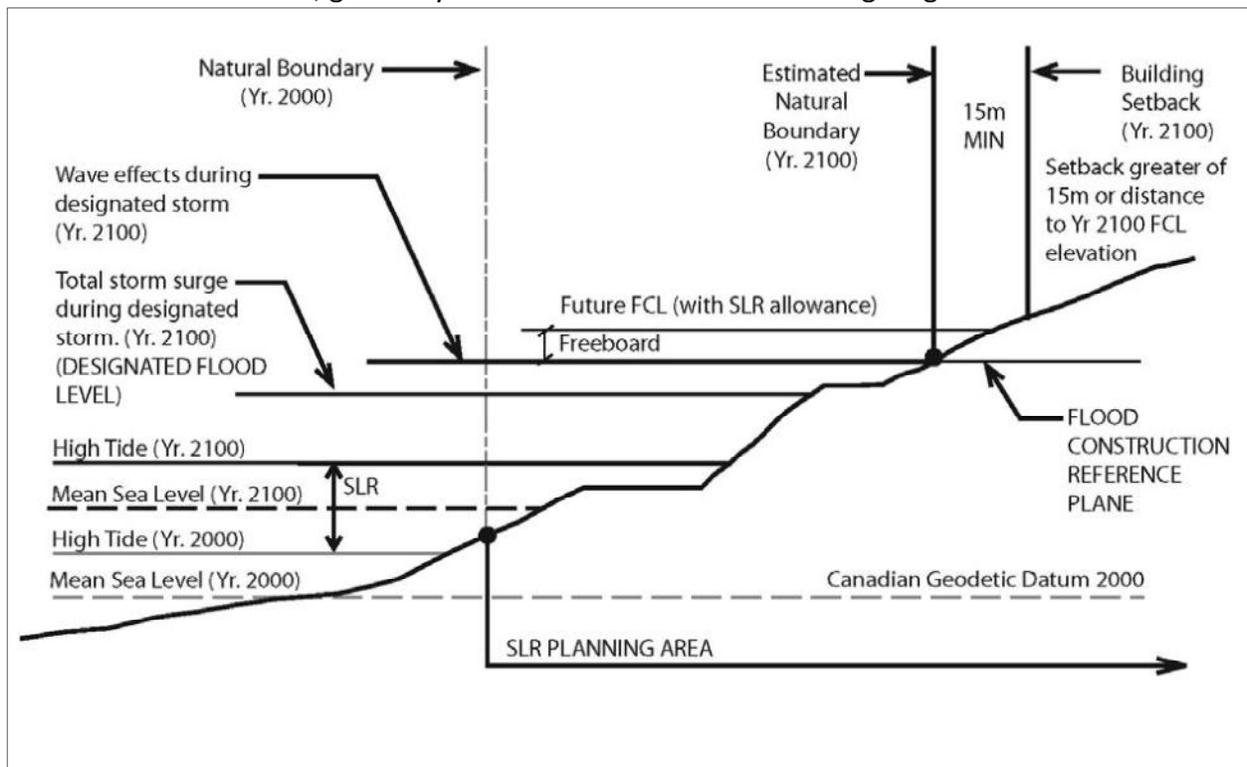
“Comprehensive development area” (CDA) means an area designated for a comprehensive development plan which is a plan that is designed specifically for the site. This designation recognizes the uniqueness of parcels of land, their location and/or their intended use and is often used for larger areas, urban sites, mixed-use development and intensive small-lot developments.

“Conservation design” – see clustering definition.

“Density averaging” means calculating the density that would be permitted for an entire parcel of land and allocating it to that portion of the parcel that is most suitable for development, generally in order to preserve or protect a sensitive portion of the parcel, including, for example, through clustering.

“Density bonusing” means providing additional density to an applicant in return for an amenity, including, but not limited to, ecosystem protection, a public trail or affordable housing, either in accordance with Section 904 of *LGA* or, in general, on application for rezoning.

“Flood construction level” means the lowest elevation recommended for construction of the underside of a wooden floor system or top of concrete slab for habitable buildings. Flood construction level is the observed or designated elevation for a flood having a 200-year recurrence interval based on a frequency analysis of unregulated historic flood records plus an allowance for freeboard, generally in accordance with the following diagram.¹



“Home industry” means the use of land, buildings and structures accessory or secondary to the primary residential use of the property for the purpose of storing, assembling, altering, repairing, manufacturing, fabricating, packing, preparing, breaking up, demolishing and treating

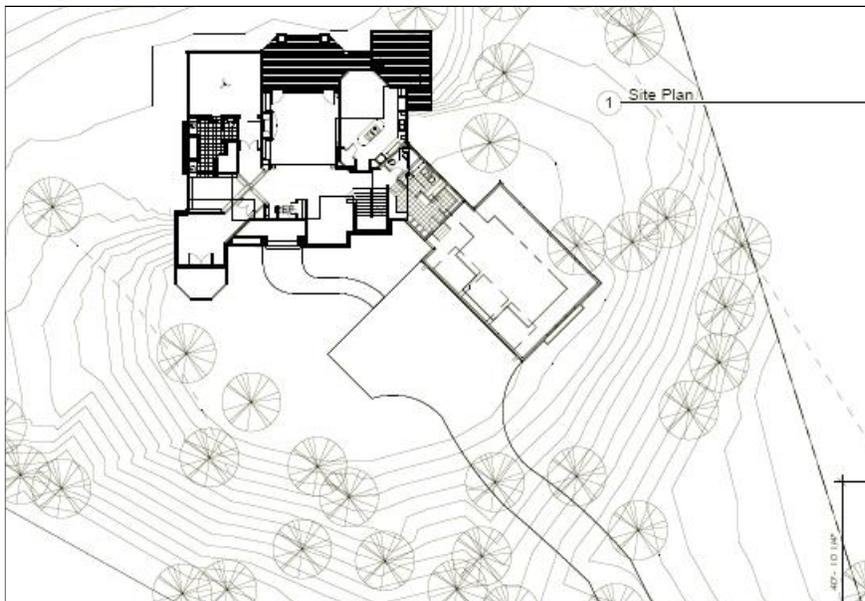
¹ “Climate Change Adaptation Guidelines for Sea Dikes and Coastal Flood Hazard Use: Guidelines for Management of Coastal Flood Hazard Land Use”, Ausenco Sandwell for Ministry of Environment, January 2011

any article, commodity or substance that can be carried out without hazard or intrusion and without detriment to the amenities of the surrounding area by reason of scale, noise, vibration, smell, fumes, smoke, grit, soot, ash, dust, glare or appearance and does not produce waste water in the process. Uses include, but are not limited to, the production of arts and crafts, wine-making, boarding stables, service shop, blacksmith and storage building for vehicles, equipment and commodities. A maximum of two persons who do not live on the property may be employed in the home industry in addition to the full-time resident proprietors.

“Home occupation” means an occupation, trade, craft or profession that is accessory and secondary to the primary residential use of the property carried out in the dwelling or an accessory building by the full-time resident(s) of the dwelling. Home occupations may include accessory retail sales with no outside storage.

“Qualified environmental professional” (QEP) means an applied scientist, technologist or engineer and can be a Professional Biologist, Professional Engineer, Geoscientist, Forester or Agrologist in good standing in British Columbia with the appropriate professional organization, as appropriate to the issue under consideration.

“Site adaptive planning” means using site and terrain analysis to determine the most appropriate form and placement of development for a property and designing development in a manner that it fits within the existing natural systems. Also called ecological planning or designing with nature.²



“Small-scale food production” means farming and gardening on smaller-sized, non-ALR rural and residential properties.

² Based on the principles in the book *Design with Nature*, Ian McHarg, 1969

PART II – GOALS, OBJECTIVES AND POLICIES

2.0 GOALS

2.1 Setting the Stage

During the preparation of the “Alberni Valley Background Study”, consultation with the community helped the ACRD to gain an understanding of the issues that are facing local residents, as well as the future goals for the community. Residents expressed their overall goals for the Alberni Valley. These goals have been combined with the goals expressed in the existing 1999 Beaver Creek OCP.

2.2 The Goals

The goals of the Beaver Creek community are to:

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

2.3 Land-Use Designations

The Regional District acknowledges the fact that changes in land ownership and land-use patterns are inevitable in the community. Some of this change will be brought about by the changing needs and circumstances of land owners, while other changes may come as a result of Regional District initiatives. This Plan attempts to anticipate some of those changes and to direct change in a logical fashion.

The Regional District has designated land to accommodate both present and proposed uses and facilities.

There are no lands designated for Resource use in the Beaver Creek OCP area. Private and Crown lands being used for forestry purposes are designated Agricultural or Rural.

The Plan identifies land within its boundaries with the following designations:

- Residential Use
- Rural Use

- Agricultural Use
- Manufactured Home Park Use
- Community Service Use
- Commercial Use
- Industrial Use
- Parks and Recreation Use

3.0 GENERAL PLANNING

The ACRD wishes to maintain and, where appropriate and feasible, enhance the integrity of the environmental, social, economic, cultural and recreational values of the Plan area as development occurs. The following general planning objectives and policies, including subdivision guidelines, apply to the entire community of Beaver Creek.

3.1 General Planning Objectives

- | | |
|-----------------|---|
| Objective 3.1.1 | Employ and encourage property owners and developers to employ sustainability principles and best practices in all aspects of land-use planning, development and management. |
| Objective 3.1.2 | Minimize the potential for land-use conflict and danger from natural hazards. |
| Objective 3.1.3 | Support public access to all water features. |
| Objective 3.1.4 | Facilitate a wide variety of opportunities for economic activity and employment within the Plan area. |
| Objective 3.1.5 | Facilitate the provision of safe, affordable rental housing within the Plan area. |
| Objective 3.1.6 | Ensure that opportunities for home industry are provided and endeavour to ensure home industries are operated in a manner least disruptive to neighbours. |

3.2 General Planning Policies

It is the Regional District's policy to:

- | | |
|--------------|---|
| Policy 3.2.1 | Consider the integrity of the natural environment and the protection of residents and the built environment in all planning and development |
|--------------|---|

matters.

- Policy 3.2.2 Require a 10-metre fuel-free or fuel-reduced buffer in the **wildfire interface area** between the forested lands and any building or structure to minimize the danger of fire for all development adjacent to forested lands and woodlots of 20 hectares or more.
- Policy 3.2.3 Protect development in areas that have **steep slopes, risk of subsidence, or susceptibility to flooding**, where known, by designating them as development permit areas.
- Policy 3.2.4 Require a treed and vegetated **buffer between agricultural land and non-agricultural development** on subdivisions of non-agricultural land as recommended by the provincial guidelines in *Guide to Edge Planning*.
- Policy 3.2.5 Acquire **public access to water bodies** as parkland dedication through the subdivision process where feasible or obtain tenure over dedicated but unopened road-ends in appropriate locations.
- Policy 3.2.6 Permit **home occupation use**, as a secondary or accessory use, in any designation where single-family residential is the principal use.
- Policy 3.2.7 Only permit **home industry use** in accordance with all of the following:
(a) the parcel is a **minimum of 2 hectares** in size;
(b) a fully and suitably landscaped 10-metre **screened and buffered area** between home industry uses and adjacent properties is provided; and
(c) **setbacks** of not less than 15 metres from the property line are maintained where home industry use is accommodated within an accessory building and not less than 30 metres from the property line if the use is not located in a building.
- Policy 3.2.8 Permit one **accessory residential dwelling unit** on all lots in all designations where:
(a) the principal use is a single-family dwelling;
(b) the lot is not less than 0.4 hectares in size; and
(c) the lot is capable of meeting all building code requirements, as well as health requirements for sewage disposal and potable water.
On lots 0.8 hectares or more in size, one accessory residential dwelling unit or one manufactured home may be permitted in addition to the principal dwelling. Accessory residential dwelling units within the ALR require approval from the ALC.
- Policy 3.2.9 Permit **parks, trails, roads and small-scale utilities** in all designations as specified by the zoning bylaw.

- Policy 3.2.10 Consider issuing **temporary use permits** in appropriate areas in all land-use designations, in accordance with Section 921 of the *LGA*.
- Policy 3.2.11 Maintain a **minimum lot size of 1 hectare** for subdivision purposes in all land-use designations if the lot is serviced with an on-site well and septic system. The minimum lot size may be reduced to 0.24 hectares if the lot is serviced by a community or communal water or sewer system.
- Policy 3.2.12 Promote the development of land in a manner that suits and is **appropriate** to the site upon which it will be built.
- Policy 3.2.13 Support the design and use of **rainwater management plans** for development to ensure that post-development run-off flows approximate pre-development flows.
- Policy 3.2.14 Support **small-scale food production** throughout the Plan area.
- Policy 3.2.15 Implement **comprehensive development area planning** in areas of particular suitability identified with a CDA designation and consider the use of planning, servicing, heritage and other tools such as density averaging and density bonusing, phased development agreements, Section 219 covenants and other development agreements to facilitate clustering and environmental protection.
- Policy 3.2.16 Designate larger tracts of vacant lands as **Development Approval Information Areas (DAIAs)** for the safety of future residents and the built environment on these lands.
- Policy 3.2.17 Protect developable areas that have **steep slopes, risk of subsidence, or susceptible to flooding**, where known, by designating them as development permit areas.

Advocacy Policies

- Policy 3.2.18 Encourage development plans and site layouts incorporating **site-adaptive planning and conservation design or clustering**.
- Policy 3.2.19 Encourage the **preservation of natural features** such as, lakes and wetlands through the subdivision and development process.
- Policy 3.2.20 Encourage **land-use patterns** that do not compromise the ecological integrity and rural character of the Plan area.

- Policy 3.2.21 Encourage development and accompanying road systems to be constructed in a manner **in keeping with the natural environment**.
- Policy 3.2.22 Encourage **residential buildings** on non-agricultural land to be set back **from the ALR boundary** in accordance with the provincial guidelines in *Guide to Edge Planning*.
- Policy 3.2.23 Encourage site development and landscape plans that **minimize water usage** and reflect water conservation measures, such as using indigenous, drought-tolerant, fire-resistant plants.
- Policy 3.2.24 Encourage **comprehensive development planning**.
- Policy 3.2.25 Encourage existing developments adjacent to forestry lands to **minimize the risk of wildfire** by reducing the amount of potential fire fuel between the trees and any building.

4.0 AGRICULTURAL USE

The *Alberni Valley Agricultural Plan 2011* is intended to guide and assist the agricultural industry in the Alberni Valley for the next two decades. The plan notes that “there is significant capacity for increased agricultural production in the Alberni Valley” and contains 12 goals and corresponding objectives and policies that support farmers and encourage agricultural activities in the Valley. Where the ACRD has some responsibility for actions identified as needed to achieve the objectives, Regional District staff has initiated the process.

Map No. 2 shows the location of existing and future lands designated for agriculture.

4.1 Agricultural Use Objectives

- Objective 4.1.1 Maintain and foster agricultural use and food production.
- Objective 4.1.2 Promote the diversification of agricultural products.
- Objective 4.1.3 Encourage the protection of clean groundwater for agricultural operations.
- Objective 4.1.4 Facilitate activities identified in the Alberni Valley Agricultural Plan.

4.2 Agricultural Use Policies

It is the Regional District's policy to:

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

Policy 4.2.2 Maintain a **minimum lot size** of 2 hectares subject to approval by the ALC, in areas designated for agricultural uses.

Policy 4.2.3 Support applications to **include agricultural properties in the ALR.**

Advocacy Policies

Policy 4.2.4 Discourage the **removal of agricultural land from the ALR.**

Policy 4.2.5 Encourage the **interim use of agricultural lands** for forestry, silviculture, open space and recreational uses that will not impair the future agricultural viability of those lands.

Policy 4.2.6 Discourage the **subdivision of land within the ALR** into parcels too small to support economically-viable agriculture.

Policy 4.2.7 Encourage the production of **non-genetically-engineered organisms**, the use of best practices and the avoidance of chemical pesticides.

5.0 COMMERCIAL USE

There are a number of smaller lots designated for commercial use in the Plan area, most of which are located on Beaver Creek Road. These include a neighbourhood store, an auto repair shop, a trucking business, a garage and a vacant lot. It is recognized that the City of Port Alberni is and will continue to be the primary retail and service centre for the Alberni Valley.

5.1 Commercial Objectives

Objective 5.1.1 Facilitate the establishment and operation of small-scale commercial development that is compatible with Beaver Creek's predominantly rural character.

Objective 5.1.2 Encourage tourism and other economic development opportunities.

5.2 Commercial Policies

It is the Regional District's policy to:

- Policy 5.2.1 Consider permitting the following **principal uses on lands designated Commercial**; local commercial, service commercial, highway commercial, tourist commercial, recreation commercial, and campground commercial, as specified by the zoning bylaw.
- Policy 5.2.2 Permit **residential developments above commercial** establishments along the Beaver Creek Road corridor.
- Policy 5.2.3 Support existing commercial enterprises as well as new enterprises that wish to establish a **small-scale, local-service business** in commercially designated areas outside the main transportation corridor.
- Policy 5.2.4 Work with the Economic Development Office to **promote economic development, tourism and recreational opportunities**.

Advocacy Policies

- Policy 5.2.5 Encourage **small-scale "farm-gate" commercial activities** within the Plan area.
- Policy 5.2.6 Encourage new commercial uses to **establish in the vicinity of Beaver Creek Road and Wadena Road**.

6.0 INDUSTRIAL USE

There is one area designated for industrial use within the Plan area. The ACRD recognizes that there may be some need for small-scale industrial uses to occur in rural and agricultural areas. The ACRD also recognizes that natural resources are vital to the development and maintenance of the built environment and its infrastructure. There may be some potential for the extraction of mineral and aggregate deposits in the Plan area. It is not anticipated that additional land will be required or designated for industrial use.

6.1 Industrial Objectives

- Objective 6.1.1 Facilitate the growth and diversification of the local economy.
- Objective 6.1.2 Provide opportunities for home industry that can be implemented with minimal disturbance to neighbours.

6.2 Industrial Policies

It is the Regional District's policy to:

Policy 6.2.1 **On lands designated Industrial, permit principal uses** such as heavy industrial uses, light industrial uses, business or industrial park, sawmill, abattoir, storage and warehousing, manufacturing and fabrication, as specified by the zoning bylaw.

7.0 RURAL USE

Beaver Creek has a large number of rural lots, all of which abut agricultural land. Many rural lot owners keep horses and enjoy the rural nature and lifestyle that this entails.

7.1 Rural Objectives

Objective 7.1.1 Maintain the predominantly rural character of the area.

7.2 Rural Policies

It is the Regional District's policy to:

Policy 7.2.1 Maintain a **minimum lot size of 2 hectares** in areas designated as Rural.

Policy 7.2.2 Permit a **variety of compatible uses** on rural lots in order to make their retention viable.

Advocacy Policies

Policy 7.2.3 Encourage owners of rural acreages to **maximize the agricultural potential** of their land.

8.0 RESIDENTIAL USE

The Beaver Creek area contains a range of residential uses and lot sizes, from small, suburban lots to acreages and manufactured-home parks. This diversity affords existing residents and newcomers a number of accommodation options and provides variety within the Plan area. While single-family dwellings form the majority of residential uses, the ACRD recognizes that there may be a need for accessory residential dwelling units, multi-family housing, manufactured homes and residential use above commercial space in some locations in order to

facilitate the provision and viability of rental, affordable and special-needs housing. Housing needs for the next five (5) years and the foreseeable future can be met on existing undeveloped properties or by designating larger properties as comprehensive development areas.

The ACRD also recognizes that small-lot farming (2 to 4 hectares) can provide a viable alternative to larger-scale farms and can be carried out on larger residential and rural lots.

8.1 Residential Objectives

Objective 8.1.1 Allow a range of housing options within the Plan area.

8.2 Residential Policies

It is the Regional District's policy to:

Policy 8.2.1 Ensure that the **principal use** in all areas designated as Residential must be residential, as specified by the zoning bylaw.

Policy 8.2.2 Facilitate **accessory residential dwelling units** in new home construction on lots that are not less than 0.4 hectares and are capable of meeting health requirements for sewage disposal for an accessory residential dwelling unit.

Policy 8.2.3 Allow **density bonusing** for the conservation or protection of green space, sensitive ecosystems or wildlife and wildfowl habitat on a proportional basis. As an example, a conservation area of 10% set aside will result in a 10% density bonus with a minimum increase of one additional lot or residential unit.

Policy 8.2.4 Only consider density bonusing for properties with a minimum lot size of 2 hectares and where the new lots will be serviced with **communal or community water and sewer**.

Policy 8.2.5 Consider **density averaging** for subdivision applications where a communal or community sewer system is accepted by the provincial Approving Officer.

Policy 8.2.6 Consider **smaller lot sizes** for subdivision applications where a substantial portion of the lot is preserved as green space and where the property is designated as a Comprehensive Development Area.

Policy 8.2.7 Require that all new lots created by subdivision are **serviced** with water and sewerage, as follows:

Minimum Lot Size	Services
1 hectare	with on-site water and sewer
0.24 hectare	with communal or community water or sewer system or both

Policy 8.2.8 Support the continued use of the existing **manufactured home parks** in the locations shown on Map No. 2.

Policy 8.2.9 Support the provision of **special needs housing, seniors' accommodation, and affordable or rental housing** through the use of density bonusing, residential use above commercial, the addition of an accessory residential dwelling unit and other means.

Advocacy Policies

Policy 8.2.10 Encourage homeowners with an **existing accessory residential dwelling unit** to ensure that it meets all present-day health and safety requirements.

Policy 8.2.11 Encourage natural areas and open space conserved by density bonusing or density averaging to be **accessible to the general public**.

9.0 COMPREHENSIVE DEVELOPMENT

The ACRD wishes to introduce comprehensive development planning in order to facilitate land-use design that respects the uniqueness of each parcel of land and any environmental features and to allow for a variety of uses and lot sizes. Lands considered appropriate for a mix of uses are designated as Comprehensive Development Areas (CDAs). The CDA designation basically allows a land owner to create a development with a mix of uses, as permitted by zoning, not limited solely to residential or commercial, to phase development, and to plan development specifically for the terrain.

9.1 Comprehensive Development Objectives

Objective 9.1.1 Provide opportunities for comprehensive development planning.

9.2 Comprehensive Development Policies

It is the Regional District's policy to:

- Policy 9.2.1 Work in consultation with the land owner to finalize the **details of CDA plans**, taking into consideration the unique features of the specific site.
- Policy 9.2.2 Where a development agreement is used, it should include the details of the development plan, servicing, parkland dedication, public access to the foreshore (if the development is adjacent to the foreshore), phasing (if applicable) and any other matter in accordance with Sections 903, 904, 905.1 or any other sections of the *LGA*, Section 219 of the *Land Title Act* and other regional district authority.

10.0 COMMUNITY SERVICE USE

There are a number of areas designated for community service, institutional or civic uses in the Beaver Creek Plan area. These include a fire hall, the offices of the Beaver Creek Improvement District, water towers, a church, a wellness centre, and a small privately-owned crematorium.

The adjacent City of Port Alberni, however, provides, and will continue to provide, the major social and community services to the residents of the Plan area. There does not appear to be a demand for expanded community service uses in Beaver Creek.

10.1 Community Service Objectives

- Objective 10.1.1 Maintain existing community service uses within the Plan area.

10.2 Community Service Policies

It is the Regional District's policy to:

- Policy 10.2.1 Support the **continued use** of schools and other community service uses within the community.

11.0 PARKS AND RECREATION USE

Beaver Creek contains a number of parks including Paper Mill Dam Park, the southern end of Stamp Falls Provincial Park, Evergreen Park, Plested Park and Nordstrom Park.

Trails along the Stamp and Somass Rivers are well used by fishermen and hikers. These and

other trails play an important role in maintaining the health and safety of recreational users. There is a desire for more multi-use (pedestrian, equestrian and cycling) trails within the community, particularly paralleling major transportation routes.

The ACRD encourages neighbourhood parks in the vicinity of denser residential uses, nature parks adjacent to rivers and scenic areas, and linear parks with trails connecting to existing parks, trails and roads throughout the community. In accordance with Section 941 of the *LGA*, the Regional District has identified with a “P” on Map No. 2 the approximate location of desired parkland in the Plan area.

11.1 Parks and Recreation Objectives

- Objective 11.1.1 Develop an integrated network of multi-use trails within the Plan area to connect with trails in adjacent areas.
- Objective 11.1.2 Encourage the provision of public access to lakes and rivers.
- Objective 11.1.3 Facilitate the development of a range of parks and trails.
- Objective 11.1.4 Incorporate environmental protection in park design, management and use.

11.2 Parks and Recreation Policies

It is the Regional District’s policy to:

- Policy 11.2.1 Work with the City of Port Alberni, the provincial government, private land owners and local residents to develop a **comprehensive trail network**.
- Policy 11.2.2 Pursue the incorporation of **multi-use paths along highways** within the community and, in particular, along the Alberni Highway and Beaver Creek Road.
- Policy 11.2.3 Expand the linear **park system** along the Stamp and Somass Rivers.
- Policy 11.2.4 Through the subdivision process, collaborate with the relevant ministry to obtain **public access to the foreshore and to streams** when appropriate, through dedication in accordance with Section 941 of the *LGA*.
- Policy 11.2.5 **Identify, improve and provide signage for public accesses** to the foreshore and streams within those rights-of-way for which dedication,

licence or permit has been obtained from the relevant ministry or property owner.

Policy 11.2.6 Ensure that any trail within the ALR has, in addition to the land owner's permission, the **approval of the ALC** and is designed in accordance with the specifications in *A Guide to Using and Developing Trails in Farm and Ranch Areas*.

Policy 11.2.7 Require **parkland dedication** through the subdivision process where it meets stated parkland planning objectives/goals for the area or where indicated with a "P" on Map No. 2 and only consider cash in lieu of parkland where the provision of land for a park is not ideal.

12.0 HERITAGE AND CULTURE

The Plan area and the rest of the Alberni Valley have a long history of industrial uses and an even-longer history of First Nations' occupation and use of the land. There are several documented archaeological sites within the Plan area, primarily along the rivers. The potential exists for additional, undocumented sites.

12.1 Heritage and Culture Objectives

Objective 12.1.1 Identify, protect and conserve archaeological and historical sites within the Plan area.

12.2 Heritage and Culture Policies

It is the Regional District's policy to:

Policy 12.2.1 Refer development proposals in areas of **potential archaeological importance** to the provincial Archaeology Branch.

Policy 12.2.2 Support the identification, protection and conservation of archaeological sites and features through the Approving Officer's subdivision review and approval requirements: any known archaeological feature or site should be identified by **checking the provincial archaeological database** and clearly shown on an application for subdivision.

Advocacy Policies

Policy 12.2.3 Encourage private land owners and developers to **respect archaeological**

features when discovered and identified.

13.0 INFRASTRUCTURE

Infrastructure consists of “hard services” such as roads, water systems, waste management systems and utilities, as well as “community services” such as police and fire protection, schools, hospitals and health services, religious and burial facilities, and community centres. These are shown on Map No. 4 of this Plan.

Water – drinking water, water for agriculture and riparian areas – is extremely important to residents of the Alberni Valley. Most of the Beaver Creek area is serviced by a communal or community water system, while some homes have individual wells. Negative impacts created by forest practices within a watershed can affect large numbers of residents and properties. Therefore the use of private and Crown lands should be conducted in a manner that does not jeopardize existing and future water quality, flow and supply.

The majority of the Plan area is within Beaver Creek Water System Local Service Area which is operated by the Regional District. A few properties in the southern portion of Beaver Creek are supplied with water by the City of Port Alberni, while others in the City are supplied by water from Beaver Creek community systems.

Fire protection is provided by Beaver Creek Volunteer Fire Department.

No new roads, community or communal water or sewer systems are anticipated at this time.

13.1 Infrastructure Objectives

- Objective 13.1.1 Require all development to be serviced with adequate potable water, recommended fire flows and sewerage.
- Objective 13.1.2 Maximize the effectiveness of existing infrastructure.
- Objective 13.1.3 Provide an efficient transportation network that emphasizes non-motorized alternatives.

13.2 Infrastructure Policies

It is the Regional District’s policy to:

- Policy 13.2.1 Work with residents, relevant provincial ministries, the City of Port Alberni and neighbouring jurisdictions to develop a **logical, efficient and**

neighbourhood-sensitive transportation network plan.

- Policy 13.2.2 Work with residents, land owners, provincial ministries and community groups, to develop safe **road-side pathways** and trails that parallel roads with heavy traffic.
- Policy 13.2.3 Consider the development and use of **communal or community systems** for the provision of water or sewerage.
- Policy 13.2.4 Collaborate with land owners and provincial agencies to determine the feasibility of developing **watershed management plans** for watersheds that provide drinking water and water for agriculture.
- Policy 13.2.5 Seek co-operation of other government agencies in implementing an **integrated approach to water resource management**.
- Policy 13.2.6 Support necessary **future road development** that incorporates road-side trails.

Advocacy Policies

- Policy 13.2.7 Encourage the **cost-sharing of new infrastructure** systems with adjacent local governments and provincial agencies to promote greater efficiency.
- Policy 13.2.8 Encourage subdivision applicants to take into account the future development and maintenance of **multi-use paths and trails as part of the transportation system**.
- Policy 13.2.9 Encourage **protection of community watersheds and recharge areas** within the Plan area.

14.0 NATURAL ENVIRONMENT & CONSERVATION

A healthy natural environment is of great importance to residents of the Alberni Valley, as the Background Study indicates. Protection of riparian areas is critical to preservation of fish stocks. Protection of surface and ground water systems is critical to the provision of water both for drinking and for agricultural purposes. Residents of the Beaver Creek area share the area with wildlife such as bears, cougars and wolves. Awareness of and respect for wildlife habitat and travel corridors is important for human safety.

Reducing greenhouse gas emissions is a critical concern, which can be addressed, to a significant extent, by the use of development permits. Riparian areas have been designated as

development permit areas, generally as shown on Map No. 3.

In the case of greenhouse gas emissions, targets for reduction must be set in accordance with Section 877(3) of the *LGA*. To aid in this process, the provincial government has prepared a Community Energy and Emissions Inventory for each B.C. community. The inventory for the regional district's unincorporated areas is attached to the Background Study. As with all rural communities, the majority of emissions in the regional district stem from on-road transportation. One means of addressing this issue is to encourage residents to walk or bicycle whenever possible, rather than using their vehicles. The development of a comprehensive network of trails and roadside pathways would facilitate this.

Another means of reducing greenhouse gas emissions is to concentrate development in existing neighbourhoods, particularly those serviced or provided with a communal or community water system. This includes strategies such as densification, comprehensive development area planning and the addition of an accessory residential dwelling unit.

The ACRD, in setting numeric targets for greenhouse gas emissions reduction, must consider the unincorporated areas of the regional district as a whole, as the inventory is not broken down by electoral area. In 2007, the ACRD electoral areas used a total of 1,510,650 Gigajoules of energy and produced 46,228 tonnes of CO₂ emissions. The ACRD sets the following targets for the rural areas as a whole:

- | | |
|-----------------|---|
| Target 1 | To reduce vehicular CO ₂ emissions by 10%, from 46,228 tonnes to 41,605 tonnes, by 2014. |
| Target 2 | To focus 50% of new development in areas that are within or close to existing water systems. |

The specific target for the Beaver Creek Plan area is to have all new development on lots of less than 2 hectares in size connected to an existing water system or to be developed in conjunction with a new communal water system.

Additional policies and actions to achieve these targets follow in sections 14.2 and 14.3.

14.1 Natural Environment Objectives

- | | |
|------------------|--|
| Objective 14.1.1 | Support the protection of environmentally-sensitive areas, endangered species and species at risk. |
| Objective 14.1.2 | Support the protection of the quality of surface and ground water, fish habitat, and wetlands. |
| Objective 14.1.3 | Minimize opportunities for human-wildlife conflicts. |

Objective 14.1.4 Facilitate the reduction of greenhouse gas emissions.

14.2 Natural Environment Policies

It is the Regional District's policy to:

- Policy 14.2.1 Protect the **environmental integrity of the natural resources** including lakes, wetlands, rivers and streams.
- Policy 14.2.2 Protect known sensitive ecosystems, wildlife and wildfowl habitat, and **environmentally-sensitive areas**.
- Policy 14.2.3 Facilitate the development of new and expansion of existing **water systems** in neighbourhoods consisting of smaller lots.
- Policy 14.2.4 Facilitate the development of **new communal sewer systems**.
- Policy 14.2.5 Support adherence to **Bear Smart Community guidelines** on the website <http://www.env.gov.bc.ca/wld/bearsmart/#first> in order to minimize human/bear conflicts.
- Policy 14.2.6 Seek guidance and financial assistance from senior governments for **help in implementing** its greenhouse gas emission reduction targets and policies.

Advocacy Policies

- Policy 14.2.7 Discourage **development in hazardous areas**, including on or in close proximity to steep slopes (30% or greater), lands prone to flooding, or lands susceptible to slumping.
- Policy 14.2.8 Encourage the installation of **bike racks** at all commercial establishments in the Plan area.
- Policy 14.2.9 Encourage the use of **non-motorized forms of transportation** such as walking and bicycling and the use of public transit, car-pooling and ride-sharing to minimize greenhouse gas emissions.
- Policy 14.2.10 Encourage **siting** all dwellings, buildings and structures where they have the least impact on the natural environment and where they may best utilize passive solar heating.

- Policy 14.2.11 Encourage the use of **energy and water conservation devises** such as solar panels or tubes, rainwater collection systems, composting or low-flush toilets, greywater systems, low-water-using showers and appliances in all buildings.
- Policy 14.2.12 Encourage the use of **geothermal, air-source heat pumps or solar energy** to reduce greenhouse gas emissions.
- Policy 14.2.13 Encourage the **retention of natural vegetation for carbon sequestration**.
- Policy 14.2.14 Urge residents to refrain from providing **food to bears**.
- Policy 14.2.15 Encourage the use of Conservation Data Centre mapping to identify the existence of any **species at risk** in order to protect them when planning and implementing development plans.
- Policy 14.2.16 Discourage **open burning** of waste and refuse in order to protect air quality and prevent air-pollution-related health risks.³

14.3 Greenhouse Gas Emissions Reduction Actions

- Action #1 The Regional District will build or assist in building, acquire, provide or otherwise encourage through development approvals not less than **one kilometre of pathway or trail per year** within the Plan area.
- Action #2 The Regional District will provide information to home owners who wish to **legalize an existing accessory residential dwelling unit** or to create a new one.
- Action #3 The Regional District will work with the **Trails Committee** to develop a valley-wide trails network.

³ <http://www.env.gov.bc.ca/epd/bcairquality/reports/pdfs/open-burning-bylaws-vancouver-island.pdf>

PART III – USE OF THE PLAN

15.0 IMPLEMENTATION

Part II of this Plan contains the goals, objectives and policies that are intended to direct the community, its elected officials, ACRD staff and developers in planning and decision-making. Achieving the goals and objectives and pursuing the policies in this Plan requires the formulation of an action and implementation plan in order for the Plan to have the positive impact intended. This section, Part III, provides an approach the ACRD can use to implement the Plan.

Implementation can be achieved by the use of a number of methods and tools. The Regional District currently employs its Zoning and Building Bylaws and, in some instances, development permits, as tools. This Plan extends the use of development permits to the expanded Plan area to enable the ACRD to better control development in riparian and sensitive areas. New development permit areas have been included in the Plan. The intent, exemptions and guidelines for DPAs are contained in Sections 15.1 to 15.6 below. The approximate locations of DPAs are shown on Map No. 3; the relevant DPA section below should be referred to for specific boundaries of a DPA.

Another tool, the designation of lands as **development approval information areas** (DAIAs), is used in this Plan to facilitate the provision of information on the anticipated impact of the proposed activity or development on the community. This is detailed further in section 15.6.

Lands designated as CDAs on Map No. 2 are also designated as DAIAs on Map No. 3, the intent being that once the requested information is received, the property owner (or agent) and Regional District are in a better position to consider a comprehensive or phased development agreement and to obtain a development permit or approval prior to any development occurring within a CDA.

15.1 Development Permit Areas

Section 919.1 of the *LGA* allows local governments to designate DPAs for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;
- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;

- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

By requiring a development permit for a project, the ACRD can require a greater level of detail and analysis for a development proposed for lands that are considered to have hazardous or sensitive conditions, other conditions or to satisfy other objectives in relation to the above-noted purposes for a DPA designation.

The DPAs, the approximate locations of which are identified on Map No. 3, are:

DPA I	Riparian Areas Protection
DPA II	Natural Hazard Areas Protection

15.2 DPA General Guidelines

The following general guidelines apply to all DPAs:

- Guideline 15.2.1 Where land is subject to more than one DPA designation, only a single development permit is required. However, the application is subject to the requirements of all applicable DPAs.

- Guideline 15.2.2 On existing lots that meet or are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.

- Guideline 15.2.3 The Regional District may consider issuing a development permit to vary or supplement a bylaw or to set standards in accordance with Section 920 (2) of the *LGA*.

15.3 Development Permit Exemptions

The following activities are exempt from requiring a development permit. Despite the exemption provisions, owners must satisfy themselves that they meet the requirements of any applicable federal or provincial regulations.

- i. Interior or structural alterations or repairs to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building's footprint or height.

- ii. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement or soil stabilization or erosion control.
- iii. Routine maintenance of existing landscaping, lawn, paths, gardens or driveways.
- iv. The removal of invasive plants or noxious weeds listed on the Coastal Invasive Plant Committee's website⁴, provided that measures are taken to avoid sediment or debris being discharged into the stream or onto the foreshore and the area is replanted with native species.
- v. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, in consultation with the Fisheries & Oceans Canada if the trees are located within a riparian setback, that represent an imminent safety risk.
- vi. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals, on provision of evidence of such approvals to the ACRD.
- vii. Emergency procedures to control or reduce immediate threats to life or property, such as those described in the Provincial Emergency Program and in compliance with federal and provincial legislation, including:
 - a) emergency actions for flood protection and erosion protection;
 - b) removal of hazard trees;
 - c) clearing of an obstruction from bridge, culvert or drainage flow in accordance with the *Water Act*;
 - d) bridge and safety fence repairs in accordance with the *Water Act*; and
 - e) limbing, pruning and topping of trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a professional arborist.
- viii. Public works and services constructed following best management practices for the specific concern with the DPA.
- ix. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
- x. Activities permitted by the provincial government on Crown forestry lands.
- xi. Farming activities on land within the Agricultural Land Reserve.
- xii. Form and character of buildings that do not involve multi-family residential, commercial or industrial uses.
- xiii. Pump houses of not more than 9.2 m².
- xiv. Paths for pedestrian use up to 1.0 metre in width provided all of the following are satisfied:
 - a) are constructed exclusively of pervious natural materials with no concrete, asphalt, pavers or treated wood;
 - b) do not entail structural stairs;
 - c) entail no removal of streamside or lakeside vegetation;
 - d) do not impair stream bank or lakeside stability;
 - e) do not impact sensitive habitat; and

⁴ <http://coastalinvasiveplants.com/invasive-plants/priority-plants> at the time of adoption of this Plan.

- f) are specifically designed to discourage motorized vehicle use.

15.4 DPA I – Riparian Areas Protection

Category

In conformance with the objectives of the provincial *Fish Protection Act*, the ACRD wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 919.1 (1) (a) of the *LGA*, the ACRD designates riparian areas along streams, as defined by provincial regulations,⁵ as DPA I areas. DPA I areas include all of the lands within 30 metres of major streams and within 15 metres of minor streams. Setbacks will be calculated as follows:

- a) for a river or major stream, a 30-metre strip on both sides of the stream measured from the high water mark;
- b) for a minor stream, a 15-metre strip on both sides of the stream measured from the high water mark;
- c) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 metres beyond the top of the ravine bank; and
- d) for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 metres beyond the top of the ravine bank.

For purposes of clarity, the above descriptions should be relied upon rather than the riparian areas shown on Map No. 3. The latter is intended as a visual aid only to help locate these areas.

Within the Beaver Creek OCP area, “major streams” means the Somass and Stamp Rivers. “Minor streams” include but are not limited to Beaver Creek, Truman Creek, Mollet Creek, Plested Creek, Lugin Creek and all other named and unnamed creeks and all lakes and wetlands.

The community recognizes that a stream – whether located within lands designated for resource use, agricultural use or residential or rural use – is a continuous entity and should be protected along its entire length.

Justification

The natural environment is a significant feature of the ACRD area. It includes aquatic ecosystems that consist of and surround water features such as streams, lakes, ponds, wetlands and in many cases, ditches. Some of these ecosystems may only be wet during the winter months, drying up in the summer. The geography and vegetation that surrounds, protects and interacts with the aquatic environment is called the riparian area.

⁵ http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/10_376_2004

Together, the water feature and the riparian area form aquatic ecosystems which are critical for the survival of fish, fish supportive processes and which are important to maintain biodiversity and essential for many species. Unnecessarily disturbing these sensitive and important aquatic environments may harm their vitality and the ecological services they provide and can have downstream consequences on fish habitat.

Aquatic ecosystems are also critical for the survival of wildlife and form necessary travel corridors between habitats. Water is an important part of maintaining biodiversity and is essential for many species. Many rare species are associated with aquatic environments.

Aquatic ecosystems are natural water purifiers and pollution filtration systems. Healthy aquatic ecosystems have a capacity to retain stormwater runoff, maintain water quality by reducing levels of sediment, nutrients and contaminants in outflow water, to slow water flow and to prevent erosion.

DPA I designation is used to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems.

The objectives of having these Development Permit requirements include:

- a) Planning and guiding new development in a manner that preserves and protects fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems;
- b) Protecting, restoring and enhancing fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems in a relatively natural state while supporting adjacent land uses;
- c) Meeting the objectives of the *Fish Protection Act*; and
- d) Protecting water quality and quantity.

Guidelines

The following guidelines apply:

- i. Development or alteration should be planned to avoid intrusion into DPA I areas and to minimize the impact of any activity on these areas.
- ii. A QEP should be retained for the purpose of preparing a report detailing site conditions and describing any measures that must be taken in order to protect the riparian area.
- iii. Protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance streams, fish habitat or riparian areas.
- iv. In the absence of a report from a QEP, a minimum vegetated buffer of 30 metres between the high water mark and any building or structure should be preserved on major streams free from development, and 15 metres on minor streams.
- v. The total amount of impervious cover on property adjacent to a stream should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- vi. The construction of a small accessory building such as a gazebo, garden shed or play

house may be permitted if all the following apply:

- a) The building is located within an existing landscaped area;
- b) No native trees are removed;
- c) The building is located a minimum of 15 metres from the high water mark of a minor stream or 30 metres from the high water mark of a major stream;
and
- d) The total area of the structure is not more than 9.2 m².

It is noted that the provincial ministry responsible for agriculture has developed setback distances for farm buildings and streams on existing farmland and for new agricultural buildings. The following website should be referred to:

http://www.agf.gov.bc.ca/resmgmt/publist/800Series/823400-1_Agriculture_Building_Setback_Factsheet.pdf

15.5 DPA II – Protection from Natural Hazards

Category

In accordance with Section 919.1 (1) (b) and 920 (7.1) of the *LGA*, areas that are or may be subject to natural hazards such as flooding, sea-level rise, erosion, slides, rock falls, subsidence, wildfire, areas within the tsunami-hazard zone and steep slopes with an incline of 30 percent or more are designated as DPA II, generally as shown on Map No. 3.

Justification

Some of the lands in the vicinity of the Somass River have been flooded and are still considered to be susceptible to flood hazard and, in certain areas, to erosion or sloughing. Lands that are or may be flooded represent a hazardous condition for permanent structures.

One of the effects of climate change is a rise in sea level. While experts using the best available science are still grappling with a range of possible impacts, current expectations are that the sea level on the west coast of Vancouver Island will rise somewhere in the vicinity of one metre by the year 2100. Any development along the coastline must take this into consideration in an attempt to anticipate and minimize any negative impacts that rising sea levels may have on the built environment and the safety of residents.

The west coast of Vancouver Island, identified as Zone C by the Provincial of B.C., is a high-risk seismic zone, known to be vulnerable to flooding in the event of a tsunami. The ACRD wishes to protect the community against the loss of lives and to minimize property damage, injury and trauma associated with flooding events.

Rural areas of the regional district have experienced wildfires in the past, often originating in forested lands. Fire can also spread, however, from a building to nearby forestry lands. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is subject to General Planning Policy 3.2.2 and thereby required to

plan for a 10-m fuel-free or fuel-reduced buffer zones between the forested land and any buildings. Existing developments adjacent to forestry lands are advised to minimize the risk of wildfire by reducing the amount of potential fire fuel between the trees and any buildings.

Steep slopes also tend to constitute high-risk areas for erosion and slippage if the tree cover is substantially altered. Potentially hazardous conditions on steep slopes may be avoided if adequate tree cover is retained and surface water runoff is minimized. The toe of the Beaufort Range, for example, is an area where, due to topographic conditions, the possibility of land slippage is considered significant. In order to protect development from these hazardous conditions, development permits are required for areas designated as DPA II.

Guidelines

The following guidelines apply:

- i. In the absence of a geotechnical engineering report where development is proposed on steep slopes, no development or alteration of land will be permitted on the escarpment or within 30 metres of the top of the ridge or the base of the slope.
- ii. Development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA II areas and to minimize the impact of any activity on these areas.
- iii. Development should be planned to avoid the tsunami hazard area, described as the area between the high tide line and a horizontal distance of 30 metres from the natural boundary of the sea or the furthest extent of the tsunami zone as shown by the best available mapping, whichever is greater.
- iv. The recommended flood construction level for coastal areas in the ACRD is 10 metres vertical elevation above the normal highest tide in Alberni Inlet or as calculated by the best available expertise of a QEP taking into consideration the slope of the land, anticipated sea-level rise, storm surges and freeboard.
- v. Prior to any development or alteration of land within DPA II areas, a QEP should be retained for the purpose of preparing a report identifying and describing any hazards which may affect the safe development of the land including, but not limited to:
 - tsunami inundation;
 - riparian flooding;
 - slopes with an incline of 30 percent or more;
 - subsidence; and
 - ground water flows.
- vi. An application should identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or hazard area.
- vii. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of a stream or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
- viii. The applicant should consider the suitability of the land to accommodate the use intended.
- ix. Plans should establish a safe setback line from any streams and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the

- opinion of a QEP, be caused by the hazards of flooding, erosion, subsidence, earthquake, mud flows or any combination thereof.
- x. The QEP's recommendations and the conclusion of the report should:
 - a) certify that the land is safe for the use intended;
 - b) acknowledge that the Approving Officer and the ACRD Board may rely upon the report when making a decision on applications for the subdivision and development of land;
 - c) certify that the probability of a geotechnical failure or other substantial hazard that could result in property damage is less than two per cent (2%) in 50 years or as specified by the most recent edition of the "APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC";
 - d) identify any deficiency in the design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
 - e) prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of the development; and
 - f) where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.
 - xi. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant's professional engineer should confirm that the works and actions will be acceptable to local government and that they would meet regulatory requirements, prior to completing the report and a detailed design.
 - xii. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA II areas, as recommended by a QEP.
 - xiii. Where lands within DPA II areas subject to seasonal flooding are proposed for development, the flood construction level should be a vertical elevation at least four metres (4 m.) above the high water mark.
 - xiv. Coastline areas that are subject to flooding should be flood-proofed to the standards specified by the authority having jurisdiction.
 - xv. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is required to plan for a 10-m fuel-free or fuel-reduced buffer zone between the forested land and any buildings.

15.6 Development Approval Information

Under Section 920.01 of the *LGA*, an Official Community Plan may designate areas or circumstances or a combination of both where development approval information is required. For much of the Plan area, the only available contour mapping is the provincial Terrain Resource Inventory Mapping (TRIM) at a scale of 1:20,000 and 20-metre contour intervals.

There is little or no information related to critical habitat and other ecological resources, hazard areas, and archaeological resources within the Plan area, especially for the southern portions of the Plan area.

In light of the absence of sensitive ecosystem, stream and more-detailed contour mapping information, the Regional District recognizes that some lands may be more difficult or challenging to develop because they may contain steep slopes or sensitive ecosystems. An objective in designating such vacant lands as Development Approval Information Areas (DAIAs) is to ensure that adequate information on the site is obtained before development is planned. The planning process can then consider and mitigate its impact on natural features, the natural environment including riparian area protection, local infrastructure, and can ensure that the proposed development is protected from hazardous conditions prior to its development. The substance of the information required for areas designated as DAIAs will be described in a Development Approval Information Bylaw.

Environmental and hazardous conditions are only two circumstances where local governments may require development approval information under Sections 920.01 and 920.1 of the *LGA* for Comprehensive Development Areas (CDAs), for DPAs and for temporary-use permits.

Section 920.1 of the *LGA* stipulates that, if an OCP designates areas as DAIAs, “the local government must, by bylaw, establish procedures and policies on the process for requiring development approval information ... and the substance of the information that may be required.” The Regional District will adopt a Development Approval Information Bylaw to comply with this requirement of the *LGA*.

15.7 Amendment Procedures

An Official Community Plan is, in many respects, a visionary document. It is intended to guide decision-making with regards to land-use development over time. It is impossible, however, to foresee all the possibilities and opportunities that may be presented to the ACRD within the timeframe of the OCP. Changes are inevitable. Changes may be initiated by property owners, local residents, the development industry or local government.

Whenever particular provisions of the Plan prove unworkable or inappropriate in view of unanticipated development, events or influences, a review of the relevant objectives and policies of the Plan may be undertaken.

All proposed amendments to the Plan are to satisfy the requirements of the appropriate sections of the *LGA*.

15.8 Plan Review

The Official Community Plan should be reviewed at intervals of approximately five years with

respect to satisfying the requirement to maintain an adequate supply of residential land. The Plan will be considered for amendment as a result of revisions or additions to the *LGA* as required, general performance, changes to other plans, and bylaws and legislation having an impact on the Plan, as well as its relationship to the current needs and priorities of the ACRD and its residents.

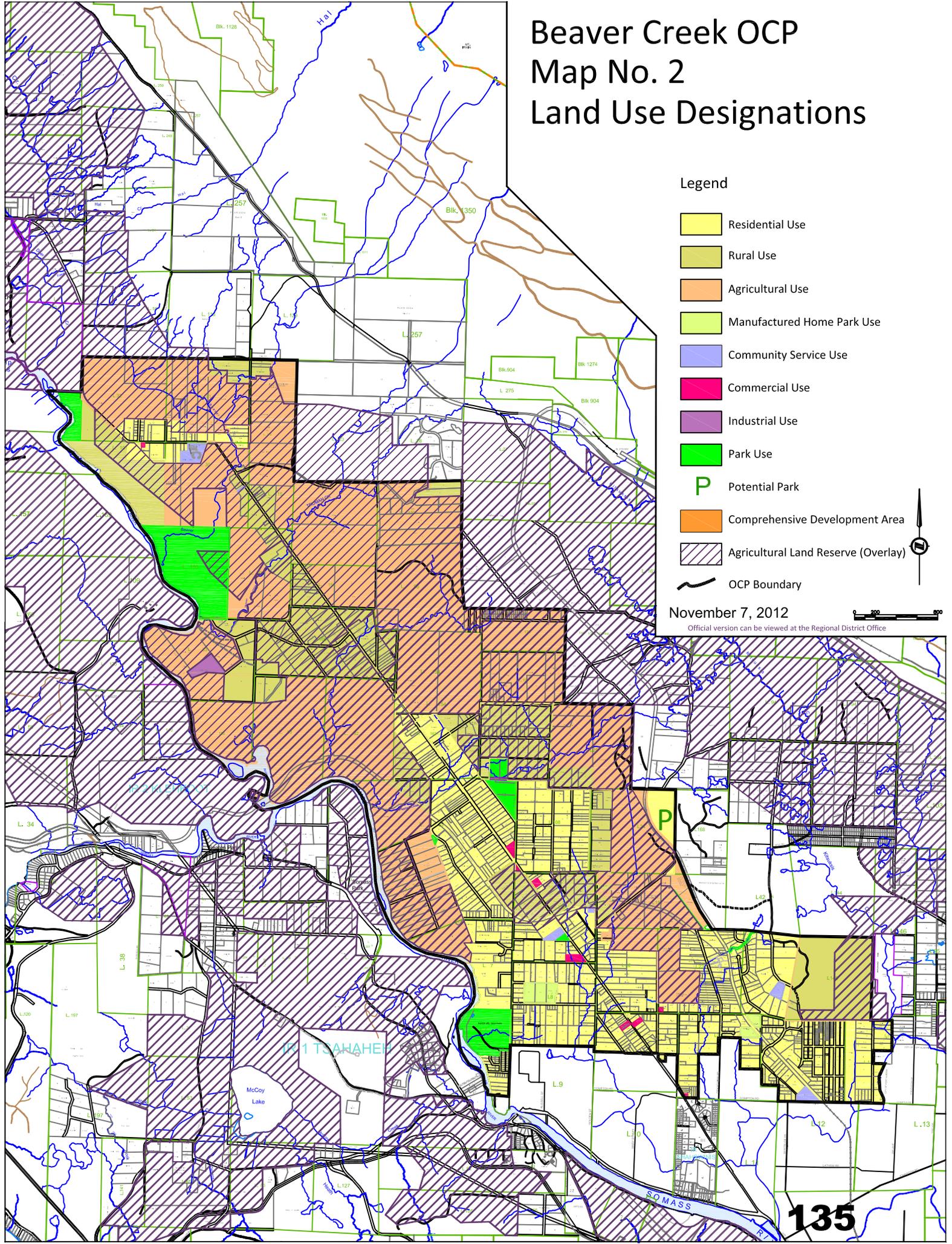
Beaver Creek OCP Map No. 2 Land Use Designations

Legend

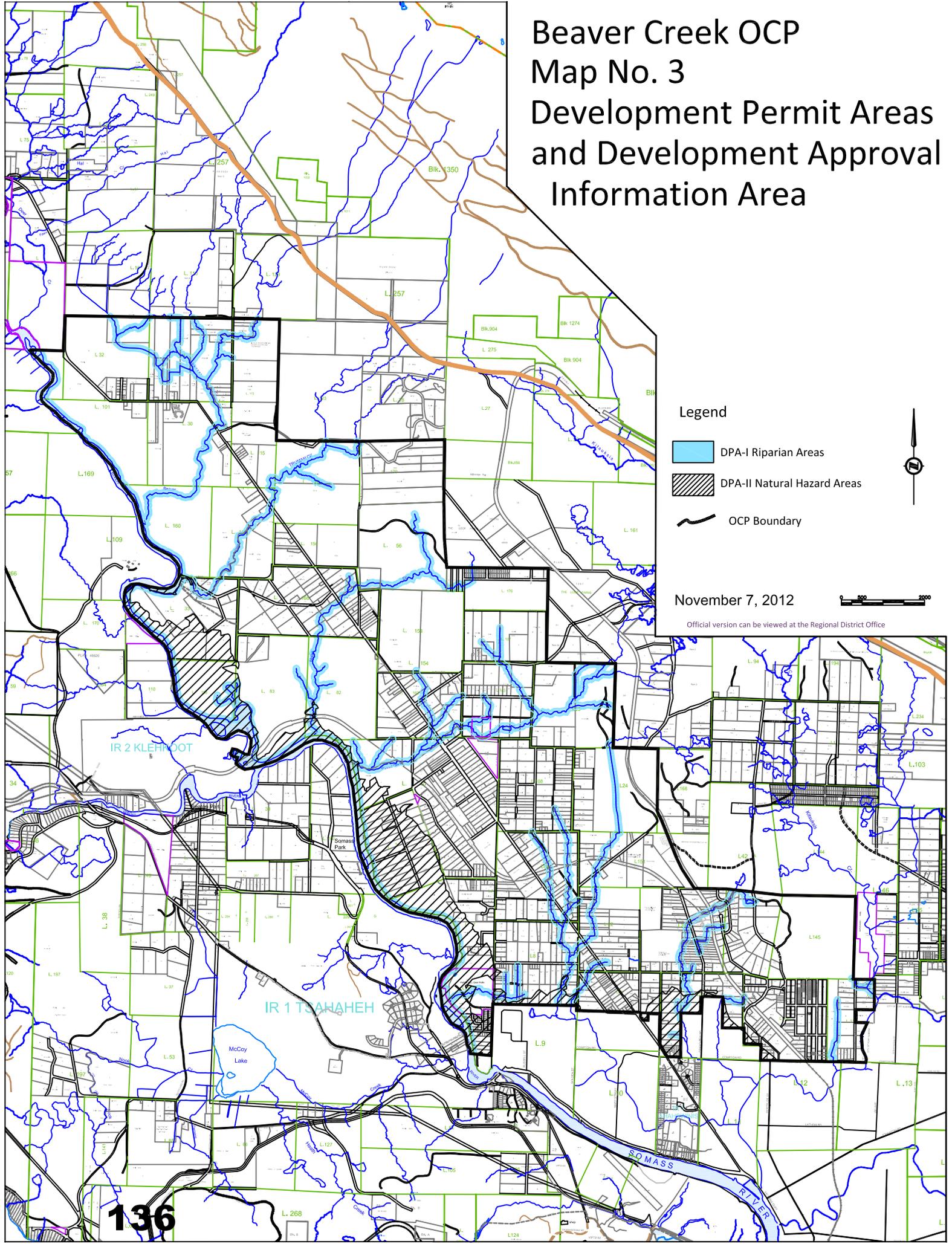
- Residential Use
- Rural Use
- Agricultural Use
- Manufactured Home Park Use
- Community Service Use
- Commercial Use
- Industrial Use
- Park Use
- P Potential Park
- Comprehensive Development Area
- Agricultural Land Reserve (Overlay)
- OCP Boundary

November 7, 2012

Official version can be viewed at the Regional District Office



Beaver Creek OCP Map No. 3 Development Permit Areas and Development Approval Information Area



Legend

-  DPA-I Riparian Areas
-  DPA-II Natural Hazard Areas
-  OCP Boundary

November 7, 2012



Official version can be viewed at the Regional District Office

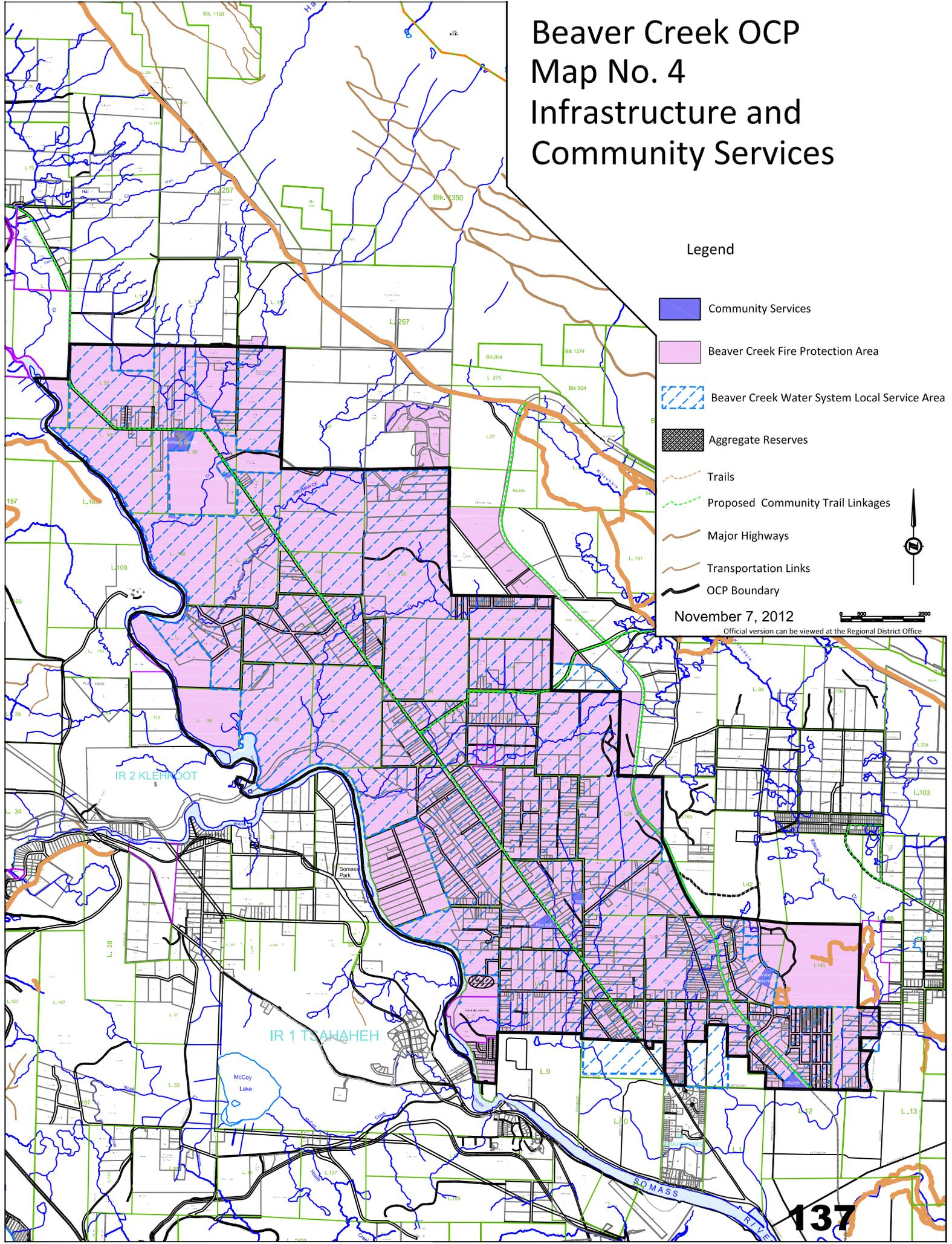
Beaver Creek OCP Map No. 4 Infrastructure and Community Services

Legend

-  Community Services
-  Beaver Creek Fire Protection Area
-  Beaver Creek Water System Local Service Area
-  Aggregate Reserves
-  Trails
-  Proposed Community Trail Linkages
-  Major Highways
-  Transportation Links
-  OCP Boundary

November 7, 2012

Official version can be viewed at the Regional District Office



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 23rd day of January, 2013
Public Hearing held this 18th day of March, 2013
Read a second time this 27th day of March, 2013
Read a third time this 27th day of March, 2013

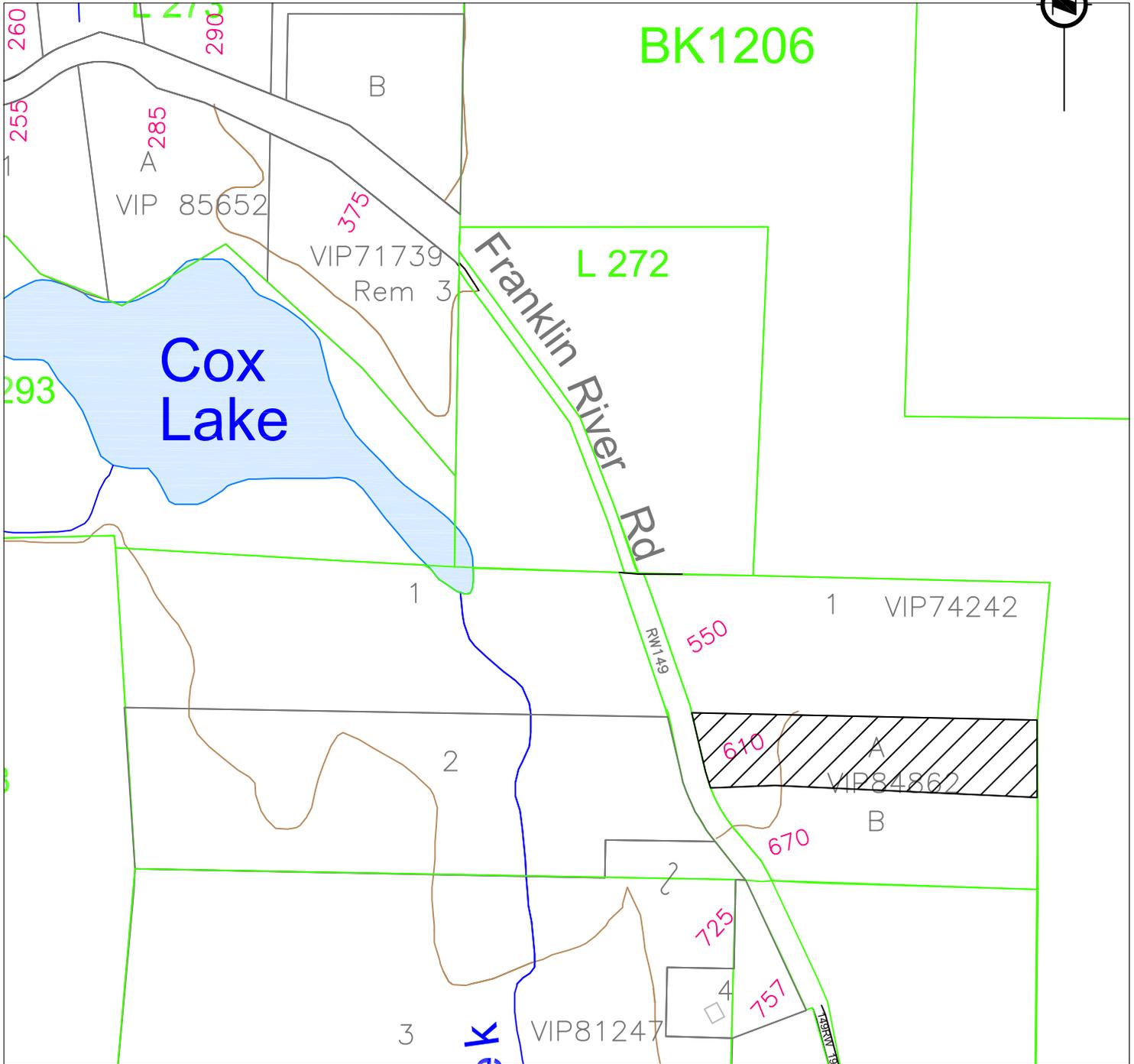
Adopted this day of , 2013

Russell Dyson, CAO

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





MEMORANDUM

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: April 5, 2013
Subject: Staff Report

The following is an update on projects that Regional District Administration Staff are currently working on in addition to daily duties:

- Continue working with the Coordinator on development of the Alberni-Clayoquot Health Network and Planning Committee. Several priorities including a regional transit study and food security initiatives;
- Working with the West Coast Multiplex Society to coordinate fund raising for the required capital costs in order to construct the Multiplex facility on the West Coast;
- Regional Water Improvement Program; Finalize details and press release;
- Updating various ACRD lease agreements including: Long Beach Airport Water Landing Strip and Golf Club Lease;
- Updating/renewing various agreements;
- 2013 Budget Implementation;
- Strategic Planning and Project Management;
- Occupational Health and Safety initiatives and policy coordination;
- Updating various ACRD Bylaws;
- Gas Tax Regional Water Improvement Project;
- ACRD Website Re-Development
- Planning & Environmental Services Department Review

Submitted by: _____
Russell Dyson, Chief Administrative Officer



MEMORANDUM

TO: Regional Board of Directors

FROM: Mike Irg, Manager of Planning and Development

DATE: April 3, 2013

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

2012 Total	2013 Total	APPLICATION
7	1	Rezoning
10	1	Development Permit and Development Variance Permit
7	3	Subdivisions
0	0	Agricultural Land Reserve
3	1	Board of Variance
12	3	Crown Leases
20	7	Bylaw Enforcement
15	3	Miscellaneous
74	19	TOTAL APPLICATION RECEIVED

Other Planning Projects

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

Sproat Lake OCP – Open House held March 14. Final draft to be reviewed with APC before being presented to the Board for first reading.

Bamfield OCP – forwarded to referral agencies for initial comments.

Agricultural Development Committee – working with the ADC on local agricultural initiatives.

West Coast Aquatic Barkley Sound Float Cabin Initiative – working with West Coast Aquatic and the Province on a float home strategy.

Regional Parks Plan – RFP closes April 22.

Working with Geo BC and ICIS to secure funding to finish the required survey work to improve the ACRD mapping base and implement a GIS system.

Mike Irg, Manager of Planning & Development



MEMORANDUM

To: Board of Directors
From: Andy Daniel, A.Sc.T., Manager of Environmental Services
Date: April 5, 2013
Subject: Environmental Services Department Staff Report

In addition to day-to-day activities, the Environmental Services Department has been working on the following since the Board of Directors meeting on March 13, 2013:

Long Beach Airport

- Prepared kioks rental agreements for KD Air and Island Express Air for signing.
- Prepared agreement for the Porsche Club of America to use to use the North half of Runway 16-34, Apron #2 and Taxiways A, B and C at the Long Beach Airport on Friday, May 25th and Saturday, May 26th, 2013 to conduct Driver Training Sessions and Autocross Event.
- Prepared draft lease agreement for water landing strip.
- Researched adding airplane parking fees to landing fees program.
- Reviewed rental proposal for a portion of vacant space at the weather station.

AVRA

- Monthly water testing
- Met with President of Flying Club requesting GPS installation.

West Coast Landfill

- Preparation for environmental sampling of the landfill for April.

Alberni Valley Landfill

- Preparation for environmental sampling of the landfill for April.
- Gravel for cover from DL 307 being moved onto landfill.
- N/E expansion area being prepared.

Bamfield

- Bowerman Construction awarded the installation of the flow meter for the reservoir rechlorination project.
- Bailey Electric awarded the installation of the electrical portion of reservoir rechlorination project.
- VIHA inspections of the water system
- Provided information to Koers & Associates Engineering Ltd regarding the Bamfield Water Study
- Received the Draft report of the Bamfield Water Study from Koers & Associates Engineering
- Bamfield Water system backup generator was serviced by Simson Maxwell.

Salmon Beach

- Reviewed water testing results for potential potable water system.
- Ditches cleaned and lowered on 7th Avenue.
- Manager met with SB Committee to prepare 2014 budget.
- Reviewed on-site drainage complaints.

Sproat Lake

- Submitted claim for Bell Road/Stuart Avenue Water upgrades infrastructure planning grant.
- Submitted claim for Harold Bishop Firehall Seismic upgrades.
- Received Bell Road/Stuart Avenue Water System Report from McGill & Associates Engineering
- Cougar Smith Park Water System has had McLean and Higgins Ltd. Work on the disinfection system.
- Preparing for Sproat Lake Marine Patrol staffing.

City of Port Alberni

- Awarded prize to winner of the 3 R's poster contest. Acknowledgement gifts given to all entrants.
- Discussed regional water opportunities with City Engineer.

Millstream

- Received quotes to supply water to Millstream as options are being determined for cleaning.
- Site inspection of well and reservoir by Manager.

Beaver Creek

- Transportation of Dangerous training completed by Leadhand and Maintenance Worker.
- Cost comparison for water supply options for the Beaver Creek Water System.
- March meter reading performed.
- Reservoir final inspection performed.
- Flushing of watermains completed.
- Provided information to legal counsel regarding leases.
- Installed new Itron water meters.

General

- Reviewed water rates from around Vancouver Island
- Staff attended water source protection training in Parksville
- Arranged with the Municipal Insurance Association for a free risk assessment of Salmon Beach and the Sproat Lake Fire Department Training Centre to take place in April.



Submitted by: _____
Andy Daniel, A.Sc.T., Manager of Environmental Services

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of April 5, 2013

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	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
2.	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	Review with West Coast Committee – April 10 th
3.	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	Contacted relevant Administrators for input
4.	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
5.	Sep.19/12 EA Directors	Evaluate staffing in the Environmental Services & Planning Departments and provide options for consideration by the ACRD Board during 2013 budget discussions	Russell	In Progress
6.	Nov. 4/12 Board	Explore the conduct of a Transit Feasibility Study for the region by BC Transit	Russell/ Tanis	Meeting with service provider – April 5 th
7.	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	Synopsis forwarded to Cooperative
8.	Jan. 23/13 WC Comm.	Forward a letter to the MLA, MP and appropriate Minister requesting support for the West Coast Multiplex Society grant applications	Russell	Complete
9.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future	Russell	Condition of Junction property – letter sent
10.	Feb. 6/13 AV & Bamfield	Invite BC Transit to meet with the ACRD Board to provide an update on ridership and increase in the Custom Transit budget	Wendy	Inviting – April 2013
11.	Feb. 13 th Board	The Board approved the Terms of Reference for the Alberni Valley Transportation Committee with the following amendments: Name changed to Alberni-Clayoquot Transportation Committee and add a representative from the West Coast – Advise Port Authority and arrange first meeting of the Comm.	Russell	April 10 th Board

#	Date	Action Item	Assigned to	Target Date/Update
12.	Feb. 27 th Board	Proceed immediately to prepare the required engineered drawings for the completion of the Strick Road water main replacement and booster pump, conduct discussions with the City of Port Alberni regarding a regional approach to Alberni Valley water supply and consult with residents of Beaver Creek regarding options and plans for the water system	Andy/ Russell	Engineers preparing design – water agreement discussions ongoing
13.	Feb. 27 th Board	Forward a letter to the District of Tofino and District of Ucluelet outlining electoral area directors recommended use of gas tax funds at the Long Beach Airport for well development and effluent treatment and request the Districts' to consider budgeting funds in 2014 for the Long Beach Airport	Russell	Drafting
14.	March 13 th Board	Contact UBCM requesting a summary of all resolutions regarding fisheries issues adopted by UBCM and not yet deal with	Russell	Request sent in progress
15.	March 13 th Board	Investigate with the District of Ucluelet the possibility of providing fire protection services to the South Long Beach area	Wendy	Request sent
16.	March 13 th Board	Send a request to the City of Port Alberni to consider freezing the 2012 rates for the Franklin River Road Fire Protection service for 2013 in order for the City and Regional District to explore a solution that works for all parties	Russell	Complete
17.	March 13 th Board	Draft a letter to VIHA and BCAS formally requesting that an ambulance service be put in place in Bamfield and cc MLA, Province, City of Port Alberni and HFN	Wendy	Drafting
18.	March 27 th Board	The Board of Directors agreed to cost-share expenses on a 50/50 basis with the City of Port Alberni for Cindy Solda's attendance at the Federation of Canadian Municipalities Conference to be held in Vancouver, BC, May 31 to June 3, 2013 – Advise the City	Wendy	Done
19.	March 27 th Board	Arrange a meeting between ACRD Directors and Stuart Macpherson, Executive Director, Private Managed Forest Land Council at the AVICC Annual General Meeting in April regarding community concerns with watersheds in the region	Wendy/ Tracy	Arranging during AVICC
20.	March 27 th Board	Two Directors were authorized to attend the Ministry of Jobs, Tourism and Skills Training – Economic Development Essentials for Local Leaders Workshop on April 3, 2013 in Victoria – Sign up Director Banton and Geall	Wendy/ Brenda	Done

#	Date	Action Item	Assigned to	Target Date/Update
21.	March 27 th Board	Bylaw E1053-1, Franklin River Road Fire Protection Service Area Amendment bylaw wasn't adopted – Make a note in the file	Wendy	Done
22.	March 27 th Board	Bylaw 896-1, Vancouver Island Regional Library District Participation Amendment, 2013 was not adopted by the Board – Make a note in the file	Wendy	Done
23.	March 27 th Board	Invite Telus and BC Hydro to make a delegation to present timelines for implementation of fiber optics on the West Coast	Wendy	Arranging
24.	March 27 th Board	Forward a letter to Canada Post inviting them to present to the ACRD regarding the possible closure of the post office on Argyle Street	Wendy	Drafting
Finance Department				
25.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	
26.	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	Tentatively scheduled April 30 th
27.	July 11/12 Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	April 2013
28.	Feb. 27 th Board	Amend the contract with UBCM to allow gas tax funds to be allocated to the Beaver Creek Community Club for upgrades to the hall in the amount of \$25,000.00 and \$45,000 to the Cherry Creek Improvement District for the new water intake	Teri	UBCM is drafting
29.	March 13 th Hospital Board	The Alberni-Clayoquot Regional Hospital District Board of Directors adopted Bylaw 114, cited as "Alberni-Clayoquot Regional Hospital District 2013 Annual Budget No. 114" – Prepare for signatures, put copy on ACRD Website	Teri	In progress
30.	March 27 th Board	The Board adopted the 2013 – 2017 Financial Plan with the following amendments (forward completed plan to various agencies and post on website): <ul style="list-style-type: none"> • Alberni Valley Grant-in-Aid to the Eighth Avenue School Backpack Club for \$500 • Beaver Creek Water System, page 85, reduce line 2, Parcel Tax by \$952 to a total of \$232,050 and reduce line 16, Capital Development Fund Contribution by \$952 to a total of \$347,818 • 911 Emergency Telephone System page 6, 	Teri	Done

#	Date	Action Item	Assigned to	Target Date/Update
		<p>reduce line 2, tax requisition by \$6,000 to a total of \$258,733 and reduce line 7, operating costs by \$6,000 to a total of \$258,000</p> <ul style="list-style-type: none"> Franklin River Road Fire Protection Service by reducing line 6 by \$1,000.00 and reducing line 5 by \$1,000 		
31.	March 27 th Board	Send letters to all Grant-in-Aid Applicants advising of the outcome of their 2013 applications	Teri	Drafting
Environmental Services Department				
32.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
33.	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
34.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
35.	April 11/12 BD	Investigate options for dumping land clearing debris on the West Coast	John	In Progress
36.	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
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 constructed
39.	Feb. 6/13 AV & Bamfield	ACRD's Engineer to prepare a report on the Landfill Gas Management Program and feasibility of the program within the AV Landfill	Andy	Preparing
40.	Jan. 23/13 Board	The West Coast Committee passed a resolution instructing staff to proceed with the notice of disposition for the water landing strip at the Long Beach Airport for a 10 year term subject to determining fair market value rent for the lease area	Andy	Proceeding – Update to West Coast Committee April 10 th

#	Date	Action Item	Assigned to	Target Date/Update
Planning Department				
41.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2013
42.	June 1/09	Bamfield OCP Review	Mike	Out to agencies for review
43.	May 13/10 WC	Planning Staff proceed with subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course	Mike	Investigating
44.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
45.	n/a	Alberni Valley OCP Review	Mike	In progress
46.	Apr. 27/11 BD	The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed	Mike	Working with Agricultural Development Committee
47.	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
48.	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
49.	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
50.	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
51.	Feb. 13 th Board	The Board passed a resolution instructing staff to proceed with obtaining contract proposals for a Regional Park Plan – Proceed	Mike	Posted – Closes April 22 nd
52.	Feb. 27 th Board	Forward a letter to the province requesting discussion regarding the need for private land harvesting and the cumulative effect with regards to watersheds	Mike	Drafting
53.	March 13 th Board	The Board of Directors referred the correspondence from the Back Country Horsemen of British Columbia and Members of the Beaufort Gang, Request that the Three	Mike/ Andy	Forwarded for inclusion in Regional Parks Plan

#	Date	Action Item	Assigned to	Target Date/Update
		Rings Riding Facility be included in the Regional Parks Plan to the Regional Parks Planning process and Environmental Services Department		
54.	March 13 th Board	Arrange a meeting with the Ministry of Environment, Ministry of Transportation, District of Ucluelet and Yuułuʔiłʔatḥ First Nation to discuss access, safety and broader land use policies applying to the junction property	Mike	Arranging

Issued: March 21, 2013

From: Jessica Hutchinson <jessicajhutchinson@gmail.com>

Date: 3 April, 2013 3:12:09 PM PDT

To: Warren Warttig <warren.warttig@interfor.com>, "Tim Rundle, Creative Salmon" <tim.rundle@creativesalmon.com>, Don McMillan <McMillanD@timberwest.com>, Alan McCarthy <al.mccarthy@telus.net>, Eric Russcher <umpire56@hotmail.com>, Gary Johnsen <garyj@toquaht.ca>, "tonben1@telus.net" <tonben1@telus.net>, Yuri Zharikov <yuri.zharikov@pc.gc.ca>, Geoff Lyons <glyons@ucluelet.ca>, Dave Bailey <cs.bio@hotmail.com>, Dave Clough <drclough@shaw.ca>, Katherine McGlynn <katmcglynn@gmail.com>, Lily Burke <lilyaburke@gmail.com>, Rebecca Hiscock <rebeccahiscock@hotmail.ca>

Subject: CWFS Update

Hi Everyone

I thought I should give the board a brief update on recent events and projects ahead of us at CWFS.

As I mentioned last week the success and response from our CWFS film has been excellent we are now at 2,711 plays.

We have the CWFS **Salmon to Sea Fundraiser** booked for April 20th at Black Rock. We are working on finding donations to the silent auction. Please let me know if anyone on the board has items they are able to donate.

Restoration Projects 2013

Tofino Creeks

-We received \$6,000 from the CBT for monitoring fish presence in Tonquin, Centennial, Mackenzie and Jensen's Creek. The funding will also support the removal of garbage from Centennial Creek, adding spawning gravel to Mackenzie and completing a fisheries assessment of Jensen's Creek (we have had reports of people spotting salmon spawning on their lawns and that there is a fish barrier at the highway). Lisa Fletcher will be managing this project. She has also applied for an additional \$2,800 from the CBT to hire a high school student as an intern for this project.

Big Beach Community Project

-We have a confirmed \$7,000 from the District of Ucluelet and a pending application with TD Green Streets for an additional \$15,000 to complete invasive species removal, instream and riparian restoration on the Creek adjacent to the Big Beach Trail. This project aims to improve the instream habitat conditions and riparian structure for this stream. Currently the creek is not fish bearing but we hope that post restoration the creek could support fish once again. An interpretive sign will also be designed and installed to speak to the District and CWFS combined efforts to restore damaged creeks.

Lost Shoe Creek Off-Channel Habitat

Smolt trap-This May a smolt fence will be going in at the outlet of the off-channel habitat on Lost Shoe Creek. The smolt trap will allow us to evaluate the number, species, weight and size of migrating smolts that utilized the off-channel habitat. (Lily and I walked the off-channel yesterday and saw a good number of recently emerged fry throughout the channel, very exciting)

Amphibian Fence- Barb will be finishing up the completion of the amphibian fence this month. The fence will be tested over the next few years and if it proves durable and successful she hopes

to extend the fence for the length of this road segment and on the other side of the bridge as well. Barb will also be monitoring amphibian egg mass populations at the off-channel habitat with funding provided by the CBT.

MOT Contract- We successfully wrapped up the MOT contract. A total of 528m of channel was constructed. The project was completed under budget, yet we were able to invoice for the entire \$99k with additional line items for work to be completed in 2013. An addition, \$5000 in native plants and conifers trees were purchased with MOT funding for site upkeep and for other restoration projects this summer.

Future Restoration- MOT is interested in extending the off-channel habitat in 2013 and creating more habitat within the wetland. This is not confirmed yet and will depend on their fiscal year budget and funding availability post election.

Lost Shoe Creek

Smolt Trap- Another smolt trap will also be installed on LS3B1 this year. This trap as been used at this site since 2007. It allows us to measure the out migration of smolts from an unrestored area. Having 2 traps in this year will allow us to compare results off-channel vs. unrestored area. But several years of trap operation will be required before we can really evaluate the results. Funding for this is being provided by the Pacific Salmon Foundation.

Maintenance & Monitoring- The KWRP will get started this year with brushing salmonberry on conifer planting sites from 2007 and 2010 on Lost Shoe Creek in PRNPR. The monitoring plots established in 2010 will also be reassessed to evaluate conifer seedling survival and growth rates. Lastly, we hope to work with Parks monitoring juvenile salmon populations on Coho Creek and Lost Shoe as well as LS2A. We have \$4,805 from Shein Foundation for this work.

Restoration- A section of LS4 will be restored this year just upstream of the Hwy 4 bridge and the off-channel habitat. Restoration was completed at this site in 2007 but maintenance work is required repositioning LWD to increase pool depth and frequency and instream cover. We have received \$13,705 from Pacific Salmon Foundation for restoration, maintenance and monitoring on Lost Shoe

Coho Creek

Restoration- The upper portion of reach 1 on Coho Creek will be restored this year. The work will mainly involve repositioning LWD to allow sediments to flush improving spawning habitat and fish access. LWD will also be repositioned to increase instream cover. We have received \$7,280 from Pacific Salmon Foundation for Coho Creek and have \$15,000 from Parks Canada.

Conference Creek

We have received approval from the Habitat Conservation Trust Fund to complete both assessments and restoration on the Conference Creek Watershed. This watershed lies just between Thunderous Creek and Log Dump Creek adjacent to the Kennedy Lake. Many of the streams are segmented by impassible culverts under hwy 4, while other stream have access to upstream habitat but instream and riparian conditions have been significantly affected by historic logging practices. In total we received \$42,569 from HCTF and an additional \$10,000 from Shell Fueling Change. The work will begin with riparian and instream assessments and prescriptions this spring and restoration is set to commence during the fish window.

Atleo River

The Ahousaht -Mainstream Salmon Enhancement Committee has allotted approximately \$50,000 for habitat restoration in the Atleo Watershed. Lily, Warren and I completed a

restoration plan for the watershed last year and it is the committee`s hope to get started this year on some of the recommendations within the plan.

Toquaht Restoration Plan

Lily submitted an application Environment Canada`s Eco Action community funding program last fall for funding to complete a restoration plan and restoration in the Toquaht First Nations territory. We will receive word on this grant application in June. We also completed an application to TD Friends of the environment for this same project and have received word that our grant was approved for \$15,000. We will have to wait to hear from Eco Action before we know the scope of the project and what we hope to achieve.

In Summary we have:

Parks Canada	\$15,000
PSF Lost Shoe	\$13,705
PSF Coho Creek	\$ 7,280
TD Friends of The Environment	\$15,000
HCTF	\$42,569
Shell Fueling Change	\$10,000
Schein Foundation	\$ 4,805
District of Ucluelet	\$7,0000
TD Green Streets	\$15,000 (pending)
CBT	\$ 6,000
CBT	\$2,800 (pending)
Eco Action	\$94,207 (pending)
Ahousaht Mainstream	\$50,000
Total Confirmed Funding	\$156,359
Pending Total	\$268,366

Looks like another great summer of restoration work ahead!

Jessica

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Jessica Jean Hutchinson, M.Sc., EP

Central Westcoast Forest Society

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