



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 24, 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 requires 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 – April 10, 2013 | 5-13 |
| <i>THAT the minutes of the Board of Directors meeting held on April 10, 2013 be adopted.</i> | |
| b. West Coast Committee Meeting – April 10, 2013 | 14-17 |
| <i>THAT the minutes of the West Coast Committee meeting held on April 10, 2013 be adopted.</i> | |
| 5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u> | |
| a. Presentation – Nigel Sutton, Building Inspector
5 Years of Service | |
| b. Mr. Reid Robinson, representing Save Our Valley Alliance – Public
Education and Alberni Environmental Coalition, Regarding Source
Area Protection for Drinking Water Supply for the Entire Regional
District. | |
| <i>THAT Mr. Reid Robinson be invited to address the Regional District Board.</i> | |
| 6. <u>CORRESPONDENCE FOR ACTION</u> | |
| a. REQUEST FOR PROCLAMATION AND INVITATION TO ATTEND
CEREMONY | 18-22 |
| Port Alberni & District Labour Council, March 20, 2013, Regarding April
28 th – National Day of Mourning. | |

THAT the Alberni-Clayoquot Regional District proclaim April 28, 2013 National Day of Mourning in recognition of workers who are killed or injured while on the job, purchase a floral arrangement for \$30.00 and designate a representative to speak on behalf of the Board.

7. CORRESPONDENCE FOR INFORMATION

- | | | |
|----|---|----------------|
| a. | ALBERNI VALLEY CHAMBER OF COMMERCE | 23 |
| | Thank you for 2013 Grant-In-Aid | |
| b. | ALBERNI VALLEY SOCIAL PLANNING COMMITTEE | 24-26 |
| | Invitation to attend a Social Planning Development Plan Workshop | |
| c. | GAS TAX PROGRAM SERVICES | 27-31 |
| | Notice of Amendment to Community Works Fund Agreement | |
| d. | VANCOUVER ISLAND NORTH FILM COMMISSION | 32 |
| | Thank you for 2013 Grant-In-Aid | |
| e. | BRITISH COLUMBIA FERRY CORPORATION | 33-58 |
| | British Columbia Ferry Corporation and Fiscal Fairness for Ferry-Dependent Communities – Executive Summary January 2013 | |
| f. | UNION OF BRITISH COLUMBIA MUNICIPALITIES | 59-101 |
| | UBCM Resolutions Dealing with Fisheries Issues | |
| g. | ENVIRONMENTAL OPERATORS CERTIFICATE PROGRAM | 102-103 |
| | Facility Reclassification – Beaver Creek Water Distribution System | |

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

8. REQUEST FOR DECISIONS & BYLAWS

- | | | |
|----|----------------------------------|----------------|
| a. | ADMINISTRATIVE MEMORANDUM | 104-128 |
| | Finance Warrant No. 527 | |

THAT the Board of Directors approves Finance Warrant Number 527 in the amount of \$543,867.86 dated March 31, 2013.

- | | | |
|----|-----------------------------|----------------|
| b. | REQUEST FOR DECISION | 129-200 |
| | Regional Parks Plan | |

THAT the Regional Board accept the Regional Parks Plan Proposal for the Alberni-Clayoquot Regional District submitted by Valhalla Trails Ltd. in the amount of \$31,675.00 before applicable taxes.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RE13001, STREICHSBIER, WILLOW ROAD** **201-209**
Rezoning Application – Report and Bylaws P1307 & P1308

THAT the Board of Directors receive the staff report and concur with staff recommendations.

THAT Bylaw P1307, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT Bylaw P1308, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaws P1307 and P1308 be delegated to the Director for Electoral Area “E”, the Alternate Director, the Director for Electoral Area “F”, the Alternate Director, or the Chairperson of the Regional Board.

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – April 18, 2013 **210-214**
b. Building Inspectors Report – March 2013 **215**
c. Meeting Schedule - May 2013 **216**
d. Financial Statements – March 31, 2013 **217-218**

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

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. RCMP Update (written) **219-220**
b. 9-1-1 Corporation – C. Solda
c. Vancouver Island Regional Library - P. Cote
d. Central West Coast Forest Society – T. Bennett
e. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda

- f. Alberni Valley Chamber of Commerce – C. Solda
- g. Coastal Community Network – T. Bennett/B. Irving/C. Solda
- h. West Island Woodlands Advisory Group – J. Jack/L. Banton
- i. Island Coastal Economic Trust – C. Solda
- j. Air Quality Council, Port Alberni – J. McNabb
- k. West Coast Aquatic Board – T. Bennett
- l. Association of Vancouver Island & Coastal Communities – C. Solda
- m. Beaver Creek Water Advisory Committee – J. McNabb
- n. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. ADJOURN

Next Board of Directors Meeting: Wednesday, May 8, 2013, 1:30 pm.



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 10, 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)
John Jack, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Josie Osborne, Mayor, District of Tofino
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

STAFF PRESENT:

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

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 27, 2013

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the minutes of the Board of Directors meeting held on March 27, 2013 be adopted.

CARRIED

b. Special Board of Directors Meeting – March 27, 2013

*MOVED: Director Kokura
SECONDED: Director Bennett*

THAT the minutes of the Special Board of Directors Meeting held on March 27, 2013 be adopted

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Zoran Knezevic, Manager, Port Alberni Port Authority regarding an update on Port Authority Activities.

*MOVED: Director Bennett
SECONDED: Director McNabb*

THAT Mr. Zoran Knezevic be invited to address the Regional District Board.

CARRIED

Mr. Zoran provided an overview of the vision and plans for the Port Alberni Port Authority. The vision of the Port Alberni Port Authority is to be a thriving and diversified international Port. He also reported on strategic initiatives and an overview of the immediate and short term projects. Mr. Zoran answered questions from Directors.

6. CORRESPONDENCE FOR ACTION

a. Local Government Leadership Academy, March 25, 2013, regarding invitation to attend 2013 Chief Elected Officials Forum.

*MOVED: Director Kokura
SECONDED: Director Bennett*

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.

CARRIED

b. Ms. Susan Roth, citizen, March 31, 2013, regarding a request for website formatting changes to allow for more information exchange with regards to Regional District meetings.

MOVED: Director Irving
SECONDED: Director Kokura

THAT the Board of Directors refer the correspondence from Ms. Roth regarding ACRD website formatting changes for consideration during the re-development of the ACRD website and advise Ms. Roth her recommendations will be considered during this process.

CARRIED

- c. Information from the Powell River Regional District, March 28, 2013, 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.**

MOVED: Director McLeman
SECONDED: Director Bennett

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

CARRIED

- d. Mr. Michael Mullin, March 27, 2013, regarding request for an open vote with signed ballots for the West Coast Multiplex.**

MOVED: Director Bennett
SECONDED: Director Irving

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

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. VANCOUVER ISLAND REGIONAL LIBRARY**
Correspondence to and from the VIRL regarding Library costs
- b. AUDITOR GENERAL FOR LOCAL GOVERNMENT**
Annual Service Plans
- c. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Provincial Forest Vision and Population Projection Project
- d. NORTH ISLAND COLLEGE**
Wood Tech 21 and Development of the Culture of Wood Institute in Port Alberni
- e. PUBLIC WORKS ASSOCIATION OF BRITISH COLUMBIA**

National Public Works Week, May 19-25, 2013 – “Because of Public Works”

- f. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
B.C. Coastal Ferries Consultation and Engagement, Fall 2012
- g. **ISLAND COASTAL ECONOMIC TRUST**
Strategic Plan 2013-2015
- h. **KOOTENAY COALITION FOR JUMBO WILD**
Jumbo Glacier Resort Mountain Resort Municipality
- i. **DISTRICT OF TOFINO**
Federal Fisheries Act – Bill C38

MOVED: Director Kokura
SECONDED: Director Bennett

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding ACAP Contribution Agreement.**

MOVED: Director Geall
SECONDED: Director Jack

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.

CARRIED

- b. **Request for Decision regarding Contribution Agreement – Sproat Lake Marine Patrol.**

MOVED: Director Cote
SECONDED: Director Bennett

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.

CARRIED

c. Request for Decision regarding Alberni-Clayoquot Transportation Committee – Revised Terms of Reference.

MOVED: Director Irving
SECONDED: Director McLeman

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 Jack McLeman as Co-Chair.*
- b. Commit funding in the amount of \$7,500.00 (in-kind) to support to the Committee in 2013.*

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the main motion be amended to include Mayor Irving as the West Coast Representative.

CARRIED

The main motion as amended was;

CARRIED

MOVED: Director Kokura
SECONDED: Director McLeman

That the Board of Directors dissolve the Alberni-Clayoquot Regional District's former Transportation Committee.

CARRIED

9. PLANNING MATTERS

a. BEAVER CREEK OFFICIAL COMMUNITY PLAN
Memorandum and Bylaw P1291

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of directors receive the staff memorandum.

CARRIED

MOVED: Director McNabb
SECONDED: Director Bennett

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

CARRIED

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

MOVED: Director Banton

SECONDED: Director Geall

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

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – April 5, 2013**
- b. Planning and Development Report – April 3, 2013**
- c. Environmental Services Manager Report – April 5, 2013**
- d. Staff Action Items Report – April 5, 2013**

MOVED: Director Geall

SECONDED: Director McNabb

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

CARRIED

10.2 COMMITTEE REPORTS

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

Director Bennett reported on the West Coast Committee meeting held earlier today. Update on the water landing strip – proceeding with a 3 year notice of disposition for 3 year lease.

MOVED: Director Bennett

SECONDED: Director Irving

THAT the Board of Directors receives this verbal report.

CARRIED

10.3 OTHER REPORTS

- a. Central Westcoast Forest Society Report – April 3, 2012**

MOVED: Director Bennett
SECONDED: Director Irving

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

CARRIED

MOVED: Director Irving
SECONDED: Director Cote

THAT a letter be forwarded to the Province thanking them for the restoration and rearing channels at Lost Shoe Creek and encourage the appropriate Ministry to take an active role on additional projects in that area.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Fisheries and Oceans Resolutions from UBCM

MOVED: Director Irving
SECONDED: Director Cote

THAT the Board of Directors allow as a late item.

CARRIED

MOVED: Director Bennett
SECONDED: Director Irving

THAT the ACRD provide the information obtained from UBCM on fisheries and oceans resolutions from UBCM to be released to the CCN.

CARRIED

b. Representation at Funeral Service

MOVED: Director Irving
SECONDED: Director McNabb

THAT the Board of Directors allow as a late item.

CARRIED

MOVED: Director Bennett
SECONDED: Director Irving

THAT the Chair or alternate be authorized to represent the ACRD at Al Huddleson's service and allow for expenses to be paid to attend.

CARRIED

c. Letter of Congratulations to Hupacasath First Nation Chief Councillor Steven Tatoosh

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors allow as a late item.

CARRIED

MOVED: Director Cote

SECONDED: Director Bennett

That staff send a letter of congratulations to Chief Councillor Steven Tatoosh and the new Council of the Hupacasath First Nation regarding their election.

CARRIED

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Cote

SECONDED: Director McLeman

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

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

CARRIED

The meeting was closed to the public at 3:28 pm.

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

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Bennett

SECONDED: Director Kokura

THAT this meeting be adjourned at 4:01 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, APRIL 10, 2013

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

DIRECTORS PRESENT: Tony Bennett, Chair, Electoral Area "C" (Long Beach)
Bill Irving, Mayor, District of Ucluelet
Josie Osborne, Mayor, District of Tofino
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

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

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 am.

2. APPROVAL OF AGENDA

MOVED: Director Irving
SECONDED: Director Osborne

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **West Coast Committee Meeting – January 23, 2013.**

MOVED: Director Irving
SECONDED: Director Osborne

THAT the minutes of the West Coast Committee Meeting held on January 23, 2013 be adopted.

CARRIED

4. REPORTS

a. **Long Beach Airport Update – A. Daniel (Verbal)**

The Manager of Environmental Services provided an update on the Long Beach Airport. Staff are working on a water bylaw to set terms for water use on the Airport lands. The ACRD has received ACAP funding for a new sweeper for the Airport runways.

MOVED: Director Irving
SECONDED: Director Osborne

THAT this verbal report be received.

CARRIED

**b. Administrative Memo
Water Landing Strip Lease – Long Beach Airport**

MOVED: Director Osborne
SECONDED: Director Irving

THAT the West Coast Committee instruct staff to proceed with the notice of disposition for the water landing strip at the Long Beach Airport for a 3 year term.

CARRIED

MOVED: Director Irving
SECONDED: Director Osborne

THAT a joint meeting be set up with the Tla-o-qui-aht First Nation in regards to outstanding issues with respect to water and zoning of airport lands.

CARRIED

**c. Administrative Memo
Options for Renting Out the Long Beach Airport Tractor**

MOVED: Director Irving
SECONDED: Director Osborne

THAT the West Coast Committee receive this report.

CARRIED

**d. West Coast Multiplex
Email from West Coast Multiplex Society requesting a Westcoast Multiplex meeting for early May and an update on financials.**

MOVED: Director Irving
SECONDED: Director Osborne

THAT the West Coast Committee direct staff to set up a West Coast Multiplex Advisory Committee meeting for early May.

CARRIED

J. Osborne reported Council approved \$2,000 in-kind services for photocopying etc. for the Society. The next AGM is scheduled for April 23rd.

5. LATE BUSINESS

a. Status of Toquaht Boat Launch and Implications to Salmon Beach

MOVED: Director Irving

SECONDED: Director McCarthy

THAT the following be allowed for consideration as a late item.

CARRIED

R. Dyson reported with the closure of the Toquaht Campground, Salmon Beach becomes the only accessible boat launch in the area. The Salmon Beach Committee is discussing locking the gate to restrict outside use of the boat launch. A. Daniel is checking with the Ministry of Transportation regarding the implications of closing the gate. Director Bennett recommends working with other users and looking at revenue options. A. Daniel explained some of the potential issues owners could have with non residents using the boat launch. MOT supports keeping the gate closed temporarily for a trial period. The ACRD is meeting with MOT at the end of the month to discuss maintenance on these roads. R. Dyson recommends communicating to the Salmon Beach Committee that the roads are public lands and management practice must respect this despite costs for maintenance being the responsibility of Salmon Beach ratepayers.

MOVED: Director Irving

SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

6. IN-CAMERA

MOVED: Director Irving

SECONDED: Director McCarthy

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

- a. *negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which*

the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.

CARRIED

The meeting was closed to the public at 11:15 am.

The meeting was re-opened to the public at 11:31 am.

7. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

8. ADJOURN

MOVED: Director Osborne

SECONDED: Director Irving

THAT this meeting be adjourned at 11:32 am.

CARRIED

Certified Correct:

Tony Bennett,
Chairperson

Russell Dyson,
Chief Administrative Officer

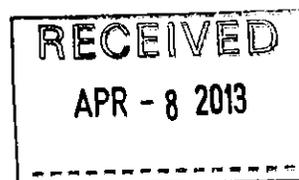
PORT ALBERNI & DISTRICT LABOUR COUNCIL
CLC & BC FEDERATION OF LABOUR AFFILIATED
Serving the Alberni Valley and West Coast of Vancouver Island since 1964

3940 Johnson Road
Port Alberni, BC V9Y 5N5

Dave Warrender, President
Phone: 250-724-1582
e-mail: mdwarrender@shaw.ca

Nancy Czigany, Secretary
Phone: 250-724-1139
e-mail: czigany@shaw.ca

Alberni Clayoquot Regional District
Ms. Cindy Solda
3008 – 5th Avenue
Port Alberni, BC V9Y 2E3



March 20, 2013

Dear Ms. Solda and Directors;

Re: April 28th – National Day of Mourning

The Port Alberni and District Labour Council will be holding its annual National Day of Mourning service on Saturday, April 28th at the United Steelworkers' Hall in Port Alberni. Please note that this event is being held on a Sunday this year.

We request that the Alberni Clayoquot Regional District acknowledge the importance of this day by passing the enclosed Proclamation in recognition of workers who are killed or have been injured while on the job.

We would like to take this opportunity to invite the ACRD Directors and staff to attend the ceremony and would like to invite you, or your designate, to speak on behalf of the Board. We would also like to thank the Regional District for its support in past years.

Best regards,

A handwritten signature in cursive script, appearing to read "Nancy Czigany".

Dave Warrender, President
Port Alberni & District Labour Council

Enc. (4)

/nc

PORT ALBERNI & DISTRICT LABOUR COUNCIL
CLC & BC FEDERATION OF LABOUR AFFILIATED
Serving the Alberni Valley and West Coast of Vancouver Island since 1964

3940 Johnson Road
Port Alberni, BC V9Y 5N5

Dave Warrender, President
Phone: 250-724-1582
e-mail: mdwarrender@shaw.ca

Nancy Czigany, Secretary
Phone: 250-724-1139
e-mail: czigany@shaw.ca

March 20, 2013

Dear Affiliates and Guests:

Re: April 28th – National Day of Mourning

The Port Alberni and District Labour Council and United Steelworkers' Local 1-85 will again be holding their annual Day of Mourning service on Saturday, April 28th at the Steelworkers Hall on Montrose Street in Port Alberni. Our service begins at 10:00am with a one-half hour Safety Presentation followed by the Service which begins at 10:30 am and concludes with the laying of floral tributes to honour those who have been injured or killed on the job.

The Labour Council provides carnations for union affiliates and guests to place at the cenotaph following the service. If you wish to provide your own flower arrangement or wreath, you are invited to do so.

The Port Alberni & District Labour Council has made arrangements with Canada Safeway for the purchase of floral arrangements for guests and affiliated unions to lay at the cenotaph. They are available in the following price range: \$20 - \$30 - \$40. At the end of the day, bouquets will be donated to Seniors' Care Homes and other Community service locations. If you or your organization would like to purchase a bouquet, please complete and return the attached form and make your cheque payable to the Port Alberni & District Labour Council. We request that all bouquets be ordered no later than April 15th.

For additional information please contact Leslie Walerius at 724-5134 or at lwalerius@shaw.ca or contact Nancy Czigany at 724-1139 or at czigany@shaw.ca.

.../2

National Day of Mourning
Page 2

.....
If you or your Union/Organization/Company wishes to order a floral arrangement through the Port Alberni & District Labour Council, please complete and return this form for the purchase of the arrangement and complete and keep the attached Invoice for your own records.

If you wish to provide your own floral tribute, please complete and return this form omitting the dollar amount.

Floral Arrangement Amount \$ _____

Name of Individual/Union/Organization/Company

Name of representative who will present the Floral Arrangement

PORT ALBERNI & DISTRICT LABOUR COUNCIL
CLC & BC FEDERATION OF LABOUR AFFILIATED
Serving the Alberni Valley and West Coast of Vancouver Island since 1964

3940 Johnson Road
Port Alberni, BC V9Y 5N5

Dave Warrender, President
Phone: 250-724-1528
e-mail: mdwarrender@shaw.ca

Nancy Czigany, Secretary
Phone: 250-724-1139
e-mail: czigany@shaw.ca

INVOICE

April 28th – Day of Mourning
Floral Arrangement

Arrangements are available in the following price range
from Canada Safeway:
\$20 - \$30 - \$40
(Includes all taxes plus delivery)

Please remit:

No. of Floral Arrangements	Amount	Total
----------------------------	--------	-------

Please make cheques payable to:
Port Alberni and District Labour Council

Contact: Leslie Walerius at 724-5134 (home)
or lwalerius@shaw.ca

Proclamation

WHEREAS: Every year, more than 1,000 Canadian workers are killed on the job.

AND WHEREAS: Thousands more are permanently disabled.

AND WHEREAS: Hundreds of thousands are injured.

AND WHEREAS: Thousands of others die from cancer, lung disease, and other ailments caused by exposure to toxic substances at their workplaces.

AND WHEREAS: April 28 of each year has been chosen by the Canadian Labour Congress as:

- a Day of Mourning for these victims of workplace accidents and disease;
- a day to remember the maximum sacrifice they have been forced to make in order to earn a living;
- a day to renew approaches to governments for tougher occupational health and safety standards, and more effective Compensation;
- a day to rededicate ourselves to the goal of making Canada's workplaces safer.

AND WHEREAS: April 28th was proclaimed a "Day of Mourning" by an Act of Parliament on February 1st, 1991.

I _____, of _____
do hereby proclaim April 28 as an annual Day of Mourning in recognition of workers killed, injured or disabled on the job.

Signed: _____





2533 Port Alberni Hwy
Port Alberni, BC V9Y 8P2
Tel: 250.724.6535
Fax: 250.724.6560

office@albernichamber.ca

Chairperson
Alberni Clayoquot Regional District
Dear Cindy,

On behalf of the Board of Directors of the Alberni Valley Chamber of Commerce I wish to express our collective 'THANKS' for the recently approved grant-in-aid as authorized by the Alberni – Clayoquot Regional District.

The Alberni Valley Chamber of Commerce is fully committed to the health and prosperity of our members and of the business community as a whole throughout the region. Our services are an important part of the community and through funding such as this we can endeavor to reach out beyond our walls for the betterment of all concerned.

We thank you again for acknowledging our request and for supporting the Chamber of Commerce through this much appreciated grant-in-aid. We are pleased to confirm that your date of issue works just fine for us.

Looking forward to a strong summer season we remain,

Yours truly,

A handwritten signature in black ink, appearing to read "Bill Collette".

Bill Collette
Executive Director – Alberni Valley Chamber of Commerce
2533 Port Alberni Highway,
Port Alberni, BC, V9Y 8P2
P – 250.724.6535
F – 250. 724.6560
www.albernichamber.ca
bill@albernichamber.ca

From: avspc@googlegroups.com [<mailto:avspc@googlegroups.com>] **On Behalf Of** Money, Laurie
MCF:EX

Sent: Friday, April 12, 2013 2:46 PM

To: 'avspc@googlegroups.com'

Subject: Social Planning Action Day: Creating a Social Planning Development Plan Workshop May 3/13

The Alberni Valley Social Planning Council and SPARC BC is presenting an exciting opportunity to examine Social Issues and hopefully to set some mutual community priorities for action. The **"Social Planning Action Day: Creating a Social Planning Development Plan"** will be held May 3/13 at North Island College 9:00 – 2:15. For information about Registration and the Agenda, please review the attached Poster.

As part of the Pre Work for this Workshop, we are asking you to fill out this survey to help with the Workshop discussion at <http://www.surveymonkey.com/s/CY8B66D> . Complete the Survey and have a chance to win a \$25.00 Certificate to KRUSH!!!

Please pass along this invitation to those who may be interested.

You received this message because you are subscribed to the Google Groups "Alberni Valley Social Planning Council" group.

To unsubscribe from this group and stop receiving emails from it, send an email to avspc+unsubscribe@googlegroups.com.

To post to this group, send email to avspc@googlegroups.com.

Visit this group at <http://groups.google.com/group/avspc?hl=en>.

For more options, visit https://groups.google.com/groups/opt_out.



**Social Planning Action Day:
Creating a Social Planning Development Plan**

Where: Room S108 North Island College

Date of the event: May 3rd, 2013 9:00 to 2:15

AVSPC AGM at 2:30 to 3:30 pm (for those interested)

In this workshop, participants will:

- Understand the components of a strategic social development plan, as well as the benefits and challenges of creating and implementing such plans;
- Gain knowledge about an eight step process for creating a social development plan;
- Engage in exercises that start the process of building a plan for their community.
- Guide priorities for AVSPC in setting Goals for 2013-2014

Facilitator: Jim Sands, Facilitator from SPARC BC

AGENDA

Time	Activity
9:20	Opening and welcome Aboriginal Welcome
9:35	Introductions to the day and learning objectives
9:50 45 min	Go Around - Laurie <ul style="list-style-type: none"> • Results of the Online Summarized • Who you are-who you represent • Updates/Info • What are your priorities for Next Year (and/or your organizational priorities)
30 Min	What is a strategic social development plan (SSDP) <ul style="list-style-type: none"> • What is an SSDP and why make one? (grants, game plan, inform strategic/operational planning of local service agents and municipalities, to fill in existing planning gaps) • Brief outline of plans that already exist in the region
11:15	Break Out Groups on Themes Start Guided Discussion by Jim Sands



Time	Activity
12:00	<i>Working Lunch provided</i>
12:15	Continued Discussion on Themes Start <ul style="list-style-type: none"> • Develop Key Action Items for 2013/14 • Identify Key Stakeholders and Champions • Plan next steps
1:15	<ul style="list-style-type: none"> • Break-out sessions on how to develop action items
1: 30	Report Back Final priorities and Action Plan
2:00	Closing remarks and next steps
2:15	Complete evaluation forms
2:30	Optional Event AVSPC AGM

Please Register by sending an Email to Laurie Money at
Laurie.Money@gov.bc.ca Deadline for Registration is Tuesday, April 30/13.

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:
The Province of BC



Gas Tax Program Services

Local Government House
525 Government St
Victoria BC V8V 0A8

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

Website:

www.ubcm.ca
under
Funding Programs

Gas Tax Fund, Gas Tax
Agreement

Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia

April 8, 2013

Russell Dyson
Chief Administrative Officer
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

RECEIVED

APR - 9 2013

Dear Russell Dyson:

RE: Notice of Amendment to your Community Works Fund Agreement

Please be advised that the Canada – BC – UBCM Gas Tax Agreement was amended in February 2013, and that those amendments outlined in the amending agreement are now being reflected in your Community Works Fund Agreement. Enclosed is a copy to be attached to your Community Works Fund Agreement. The amending agreement can also be found on our website at:
<http://www.ubcm.ca/EN/main/funding/gas-tax-fund/about.html>.

Section 6.3 of the Community Works Agreement provides a mechanism to amend the CWF Agreement to reflect amendments to the Canada – BC – UBCM Gas Tax Agreement and states:

Where the UBCM requires this CWF Agreement to be so amended, it will provide to the Local Government notice in writing of the amendments it requires. Such amendments shall form part of this CWF Agreement and be binding on the Local Government and the UBCM thirty (30) days after such notice, unless before then the Local Government elects in writing to give written notice of termination of this CWF Agreement to the UBCM.

Attached is the amending agreement to the CWF Agreement, which will be binding according to section 6.3, unless you provide written notice to us prior to that date that you wish to terminate your agreement.

Please note that this amending agreement relates to spending deadlines and does not provide for additional funding. This is the final year of Community Works funding under the current 2005-2014 Gas Tax Agreement.

If you have a funding agreement in place with UBCM for a General Strategic Priorities Fund (GSPF), Innovations Fund (IF), or Regionally Significant Projects (RSP) funded project, the completion date within that agreement still stands. If you would like to request an extension to a GSPF, IF or RSP project completion date, or for further information regarding the amending agreement, please contact Rebecca Williams, Gas Tax Program Assistant at rwilliams@ubcm.ca or by phone at 250-356-5134.

Sincerely,

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

Brant Felker
Gas Tax Program Manager

AMENDING AGREEMENT # 4

CANADA - BRITISH COLUMBIA - UNION OF BRITISH COLUMBIA
MUNICIPALITIES

AGREEMENT ON THE TRANSFER OF FEDERAL GAS TAX REVENUES FOR
CITIES AND COMMUNITIES
2005-2019

THIS AMENDING AGREEMENT #4 is made as of the date signed by the last Party.

- BETWEEN:** HER MAJESTY THE QUEEN IN RIGHT OF CANADA ("Canada")
represented by the Minister of Transport, Infrastructure and Communities
- AND:** HER MAJESTY THE QUEEN IN RIGHT OF BRITISH
COLUMBIA ("British Columbia") represented by the Minister of
Community, Sport and Cultural Development
- AND:** UNION OF BRITISH COLUMBIA MUNICIPALITIES ("UBCM") as
continued by section 2 of the *Union of British Columbia Municipalities
Act* SBC 2006, c. 18, represented by the President

(Individually referred to as a "Party" and collectively referred to as the "Parties")

WHEREAS the Parties entered into the Agreement on the Transfer of Federal Gas Tax Revenues for Cities and Communities 2005-2019 ("the Agreement") on September 19, 2005;

WHEREAS the Agreement was amended on March 17, 2008, April 1, 2008, and September 25, 2010;

WHEREAS the Parties wish to amend the Agreement to modify funding delivery and expenditure requirements under the Agreement in order to ensure flexibility and efficiency;

NOW, THEREFORE, in the interest of transparency and clarity and in accordance with section 11.13 of the Agreement, the Parties agree as follows:

A. Substitutions

1. Section 9.1 is revoked and replaced by the following:

9.1 This Agreement shall commence on September 19, 2005 and shall expire on March 31, 2019.

2. Section 11.2 is revoked and replaced by the following:

11.2 Survival

All rights and obligations which, expressly or by necessary implication, are required or might reasonably be expected to survive the expiration or termination of this Agreement shall continue to be in effect notwithstanding the expiration or termination of this Agreement until such time as the Parties may mutually agree to the release of the obligations contained therein or until they expire by their nature. Without in any way limiting the generality of the foregoing, it is expressly agreed that Sections 3.3.2 (i), (ii), (iii), (v), (vii), (viii), (ix) and (x), 4.1, 4.2, 5.4, 5.5, 6, 6.6, 6.7, 7.1, 7.2, 7.3, 8.1, 8.4, 10, 11.4, and Schedule C shall survive the expiration or early termination of this Agreement.

3. Subsection 1.1) of Schedule C is revoked and replaced by:

1.1) expend all Funds by December 31, 2018 and complete all projects approved for funding under the Strategic Priorities Fund and Innovations Fund by September 30, 2018.

B. Effects of the Amendments

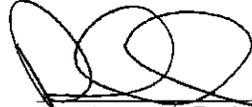
1. This Amending Agreement # 4 may be signed in counterpart and the signed copies will, when attached, constitute the original Amending Agreement # 4.
2. All sections of the Agreement necessary to give effect to the amendments contemplated in this Amending Agreement # 4 are hereby amended.
3. Except for the amendments provided in this Amending Agreement # 4, the obligations, covenants, and terms and conditions set forth in the Agreement shall continue to remain in full force and effect.

IN WITNESS WHEREOF the Parties have caused this Agreement to be duly executed on their behalf by duly authorized representatives as of the date signed by the last Party.

Each party hereby confirms that upon execution, this document will be fully enforceable.

HER MAJESTY THE QUEEN IN
RIGHT OF CANADA

Original Signed by:

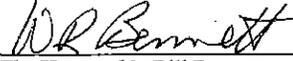


The Honourable Denis Lebel
Minister of Transport,
Infrastructure and Communities

Date: JAN 16 2013

HER MAJESTY THE QUEEN IN
RIGHT OF BRITISH COLUMBIA

Original Signed by:



The Honourable Bill Bennett,
Minister of Community, Sport and
Cultural Development

Date: Feb. 13/13

THE UNION OF BRITISH
COLUMBIA MUNICIPALITIES

Original Signed by:



Mary Sigstrom
President, Union of British
Columbia Municipalities

Date: Feb 20/13



April 15, 2013

Regional District of Alberni-Clayoquot
3008 5th Aveune
Port Alberni, BC
V9Y 2E3

Dear Board Members,

I am writing on behalf of the Island North Film Commission to thank you for the recent letter confirming a \$7,5000. 00 Grant In Aid cheque. This financial recognition and support for the work done by INfilm is greatly appreciated.

INfilm's mandate is to promote our region to the international film industry as a prime location for film, television and commercial productions, to provide information to producers on local crew, equipment and services, attract production companies to our region, and represent the interests of our communities. Without the financial support of local government, we would not be able to continue to offer this vital service.

Sincerely yours,

Tampucci
for Mike Wansink

Mike Wansink
President, INfilm

cc: Joan Miller, Film Commissioner

**British Columbia Ferry Corporation
and
Fiscal Fairness for Ferry-Dependent Communities**

Executive Summary

January 2013

Report prepared and owned by
Maradadi Pacific Holdings Ltd.



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Introduction

The BC Ferry Service Inc (BC Ferries) as it is currently constituted violates the British Columbia government's fiduciary obligation to 20% of British Columbians who live in ferry-dependent coastal communities. The foundation of this fiduciary obligation rests within the long-established principle of fiscal fairness. This principle has its roots in the practice of government-sanctioned monopoly services provided by both federal and provincial governments since joining confederation. The principle received further authority with the establishment of the Canadian Constitution and the Charter of Rights and Freedoms. Further, the level of funding provided BC Ferries violates the government's obligation to the equitable distribution of revenue from taxes collected for the provision of regional economic growth.

Background

The British Columbia Ferry Corporation (BCFC) was created as a government-sanctioned tolled highway service. This was established as part of the government's commitment to the regional economic growth of all regions of the province. The ferry service has been considered "essential" to the economic well being of residents in Ferry-Dependent Coastal Communities (FDCC) throughout its history.

In order to maintain and protect this service, the BC government created the BC Ferry Corporation as a government-sanctioned monopoly to operate as a tolled extension of the British Columbia highway network connecting FDCC.

The original financing of this service was obtained through the BC Toll Bridges and Highways Authority in the same manner that other major capital highways projects were built during the same period. The Ministry of Transportation and Infrastructure (MoTI) has played a prominent part over the years, in its various forms, in the administration of BC Ferries as a functional part of British Columbia's transportation system. Currently, MoTI is responsible for the management of the Coastal Ferries Services Contract between BC Ferries and the Government of British Columbia.

This lack of commitment to the provision of affordable and transportation services within FDCC has created growing hardship for the citizens who live in these communities, and has proven to be a serious impediment to economic growth.

This paper will demonstrate that the April 1st, 2013 fare hike that has been approved by the BC Ferry Commissioner is unwarranted given that it comes at a time when the provincial

government has committed hundreds of millions of dollars as BC's contribution to Canada's multi-billion dollar Pacific Gateway Transportation Project for major road, rail and port development.

Fiscal Fairness

Fiscal Fairness is the practice of government that ensures that all taxpaying citizens are treated in an equitable manner, where services are provided through government-supplied programs, or government-sanctioned monopolies including Crown Corporations. In a decentralized country like Canada, a strong fiscal transfer program is critical to ensure that all Canadians in all parts of the country have reasonably comparable levels of public services at reasonably comparable levels of cost.

The principle of fiscal fairness and regional equality has a long history in Canada, and today extends from the federal government to all other levels of government by virtue of the government's authority to collect taxes, and the subsequent spending powers as provided for within the Canadian Constitution Act of 1982 and the Charter of Rights and Freedoms.

"Parliament and the government of Canada are committed to the principle of making equalization payments to ensure that provincial governments have sufficient revenues to provide reasonably comparable levels of public services at reasonably comparable levels of taxation." (Subsection 36(2) of the Constitution Act, 1982)

Canada Health Transfer, Equalization, and the Canada Social Transfer constitute 93.8% of fiscal cash transfers to the provinces from the federal government. These fiduciary requirements of the federal crown underline the commitment to fiscal fairness in the delivery of health services, transfer payments for the purpose of regional equality, and an equal opportunity for every Canadian to access basic social services.

The establishment of universal programs such as national health care recognizes the need for government subsidy so that Canadians have equal access to services. This is outlined within Section 3 of the Canada Health Act 1982:

"It is hereby declared that the primary objective of Canadian health care policy is to protect, promote and restore the physical and mental well-being of residents of Canada and to facilitate reasonable access to health services without financial or other barriers."

It is accepted that these standards, when implemented, will impose obligatory spending by the provinces where "cost sharing agreements" are in place.

The commitment to equalization payments was introduced following the depression of the 1930s to correct fiscal imbalance between the provinces. Over the years, the method of determining the federal transfer of dollars to the provinces has changed, but in every change, *the principle of fiscal fairness was maintained.*

Provincial equalization payments are now calculated using a ten-province standard based on five tax bases: personal income tax, business income tax, and consumption tax, property tax, and natural resource revenues. To further ensure fiscal fairness, a capacity cap ensures that equalization payments will not raise a province's total fiscal capacity above that of the lowest non-receiving province.

Our national commitment to the principle that every Canadian is equal to every other Canadian, as enshrined in the Charter of Rights and Freedoms, regardless of where in this country she or he lives, has been an underpinning of many rounds of discussions and agreements between prime ministers and premiers of all stripes, as well as within the lower ranks of government at both the federal and provincial level.

Crown Corporations: Equitable Service and Fiscal Fairness

Governments, both federal and provincial, have used Crown Corporations for the provision of government financed services at comparable levels across this country and they have become a cornerstone of Canadian democracy. Crown corporations are often granted *virtual monopoly status* by government, although in recent years there has been greater cooperation with private sector partners.

The use of Crown Corporations has been most common in sectors such as transportation, telecommunications, utilities and power generation, but they extend into many parts of the economy, including alcohol sales, gaming, finance, business development, insurance, agriculture and culture.

The reason that successive governments, both federal and provincial, have honoured this convention is because of their commitment to fiscal fairness in the governing of Canada; the size and nature of Canada's physical geography, the disparate resource wealth and potential wealth of the provinces, along with a widely dispersed and diverse multicultural population has required it.

Canada Post

Canada Post has historically benefited from an exclusive privilege on the collection, transmission and delivery of letters. It provides an example at the national level of the practice of fiscal fairness and regional equality. The **Canada Post Corporation Act** requires the Corporation to provide “*universal postal service*” by establishing a “*postal stamp price*” that is fair and reasonable, while being sufficient to defray the costs incurred in the conduct of its operations.

Canada Post delivers mail on every week day to all Canadians at the same *postage stamp price* regardless of where in the country they live.

Crown Corporations in British Columbia

BC Hydro

BC Hydro, one of the largest Crown Corporations in British Columbia, employs approximately 6,144 people, supplies power to approximately 94 per cent of the province’s population, and owns 80 per cent of the province’s electricity generation and distribution system. This allows BC Hydro to fulfill its primary purpose, which is to ensure that all British Columbians have a stable source of electricity at a regulated price regardless of where they live. This shows fiscal fairness.

In October 2008, BC Hydro made application for the removal of the flat rate, and introduced the Residential Inclining Block (RIB) rate which is a two-stepped conservation rate structure that provides incentive for conservation purposes, while it holds to the principle of fiscal fairness by establishing the same base rate for all British Columbians regardless of where they live. This application was approved by the British Columbia Utilities Commission (BCUC).

Despite some opinion that RIB rate opens the door for unfair electrical rate increases, the *principle* of fiscal fairness remains, as the base rate has not changed and any additional rate is primarily based on increased consumption. All residential customers will pay the same base rate up to 1600 kWh per two-month billing cycle. People who live in Ferry-Dependant Coastal Communities where delivery costs are higher are not required to pay more for electricity than the base rate charged to a consumer in the Fraser Valley or Prince George. The new conservation rate structure is revenue neutral and has been implemented to encourage conservation, not generate more revenue for BC Hydro through the two-step conservation rate.

The conservation rate applies equally to all residential and industrial customers regardless of where they live/operate, the kind of house/building they reside in, and how they use electricity. (Source: 2012 [Energy Conservation Rates](#), Ministry of Energy, Mines and Natural Gas and Responsible for Housing)

The Liquor Distribution Branch (LDB)

The Liquor Distribution Branch is another example of a government Crown Corporation which has virtual monopoly status through the management of a centralized liquor distribution system. The LDB meets the test of fiscal fairness by providing for equal pricing of liquor products throughout the province through government-owned liquor stores that ensure an equal opportunity to access the same product selections at standard prices through a central catalogue.

The LDB employs approximately 3,500 British Columbians and regulates the distribution, importation, and retailing of alcoholic beverages under the Liquor Distribution Act. The LDB operates approximately 224 liquor stores throughout British Columbia.

The LDB also oversees the operating agreements of special beverage alcohol retailing programs such as private beer and wine outlets. The LDB's centralized distribution system is responsible for distributing product not only to LDB retail outlets, but also to cold beer and wine stores that are privately-owned, and to licensed establishments throughout BC.

British Columbians who live on Salt Spring Island, Thetis Island, or Powell River are not expected to pay a different shelf price from a consumer who lives in Chilliwack, Prince George, downtown Vancouver, or any other place in British Columbia. The same shelf price for product carried within the catalogue is charged throughout British Columbia.

The British Columbia Transportation and Finance Authority (BCFTA)

The BCTFA is a Crown Corporation established in 1993 under the Build BC Act, and had its origins in the BC Toll Highways and Bridges Authority. In December of 2004 the Build BC Act was repealed and replaced by the Transportation Act which became the legislative authority under the jurisdiction of the Minister of Transportation and Infrastructure.

As a Crown Corporation, the BCTFA is mandated to “acquire, construct, hold and improve transportation infrastructure... (It) is obliged to take full responsibility for providing services to the general public by holding and improving the infrastructure over their useful lives” (Source: Consolidated Financial Statements, Transportation Financing Authority, March 31, 2012)

The BCTFA has sole authority for development, management and administration of highways under the Highways Act. The BCTFA has no direct employees, with staffing services provided by the Ministry of Transportation and Infrastructure. The BCTFA Crown Corporation owns all provincial highways, owns land held for construction of future transportation infrastructure, and related administration.

The Minister of Transportation and Infrastructure is responsible for the BCTFA and as the sole member of the Board of Directors is also mandated under the Highways Act to work with partners and other levels of government to provide funding to develop and deliver cost-effective public transit, ferry services and cycling networks. In addition, the ministry is required to “open up B.C. through innovative, forward-thinking transportation strategies that move people and goods safely, and fuel our provincial economy.” (Source: Ministry of Transportation and Infrastructure 2013/14 Service Plan)

In that regard, government fails to meet the test of fiscal fairness because it falls short of its mandate with respect to one in five, or 20% of, British Columbians who live in ferry-dependent coastal communities and who do not benefit from the same level of government investment in the “tolled portion” of highway which is serviced under the Ferry Services Act.

It is important to note that the role of the BC Transport Finance Authority was expanded when it took under its control the **British Columbia Railway Company** incorporated under the *BC Railway Act* April 2010. BCRC’s stated mandate is to support the Pacific Gateway Transportation Strategy 2012-2020, (PGTS 2012-20) a \$26 billion dollar commitment from the province of BC, along with partnership with the federal government and private partners.

This mandate is to be fulfilled by acquiring and holding railway corridors, strategic port lands, and infrastructure investments, for the benefit of British Columbia. The BCRC, which owns the railway lands and track infrastructure formerly owned by BC Rail, is now a wholly-owned subsidiary of the BC Transportation Financing Authority. Further lands surplus to railway or port needs are held by BCR Properties Ltd and are mandated to be sold under the direction of staff in the Ministry of Transportation and Infrastructure.

The reason that the above information is relevant to this report is because despite the mandate of the PGTS 2012 – 2020, the public coastal ferry transportation of BC Ferries plays *no* part in the Pacific Gateway Transportation Strategy. This is despite the fact that the region serviced by BC Ferries has pulp and paper production, lumber and wood-related production, mining and other significant economic activities that are directly related to the mandate of the PGTS 2012 - 2020 initiative. This further speaks to the lack of fiscal fairness for British Columbians in FDCCs.

BC Transportation and Finance Authority and Inland “Freshwater” Ferries

The BCTFA, in cooperation with the MoTI, continues to fund and administer contracts for fourteen ferry routes in the interior of British Columbia which run *free* to the user as part of their obligation to highway funding. These inland “freshwater ferries” are administered through the Marine Branch of MoTI, which also holds responsibility for the administration of the Coastal Ferries Services Contract which provides authority to BC Ferries to operate.

The operational imperative for the inland ferries is the same as that of the coastal ferries, with the exception of the ticket prices charged for coastal ferries. The 2013 MoTI services plan describes the interior ferries as:

“...an integral link in British Columbia's transportation network”. Ministry 2013 Service Plan

The latest version of the Coastal Ferries Services Contract describes the coastal marine service as:

“integral to economic growth and development in British Columbia, and getting people and goods to their destinations...” Coastal Ferries Services Contract (Consolidated version) March 31, 2008

The interior routes include six vessels, five reaction ferries, two aerial tramways (winter use), five cable ferries, plus tugboats and barges, all of which provide services to the customer at no charge. The fleet carries more than 2.4 million passengers and more than 1.5 million vehicles annually without charge to the user at an annual operating cost of \$20.8 million and (Ministry of Finance – Budget Estimates - 2013)

Companies such as Western Pacific Marine Ltd. and WaterBridge Ferries Inc currently contract with the Ministry of Transportation and Infrastructure to provide a variety of services over the Fraser River, the Upper and Lower Arrow Lakes, Kootenay Lake, Adams Lake, and Francois Lake to name only a few. While these services vary in vessel type, and style, they all have one thing in common, namely that they are FREE to the user.

Some examples of such service are:

The Barnston Island/Port Kells Ferry: On the Fraser River at bottom of 104th St., Surrey;

Shelter Bay to Galena Bay: Crossing point is 49 km south of Revelstoke on Highway 23 serviced by two vessels, MV Galena and MV Shelter Bay. The MV Galena with a 30 car and 144 passenger capacity (new vessel under construction) provides year-round free ferry service for the 20 minute crossing, 20 hours a day, 5:00am to 12:00am every day.



MV Galena

The second vessel "Shelter Bay" provides additional service during summer months.



MV Shelter Bay

Needles: Crosses Lower Arrow Lake, 59 km south of Nakusp on Highway 6 providing year-round ferry service, 24 hours a day, every day.



Arrow Park: Crosses Arrow Lakes 22km south of Nakusp on Highway 6 at Arrow Park between the hours of 5:10 am to 9:20.

Adams Lake Ferry: Provides 24 hr service (emergency only between the hours of 3:00 am and 5:00 am) across Adams Lake 20 km north of Highway 1 between Chase and Sorrento.

Kootenay Lake Ferry: Two vessels provide service across Kootenay Lake 35 kilometres east of Nelson on Highway 3A, between Balfour (west side) and Kootenay Bay (east side). The daily schedule is provided by the M.V. Osprey 2000 (pictured below) which sails from Balfour, 6:30 a.m. – 9:40 p.m. and from Kootenay Bay, 7:10 a.m. – 10:20 p.m. In the summer months the MV Osprey 2000 is supplemented by the vessel MV Balfour providing additional daytime sailings between 10:40 am and 6:10 pm. All are free to the user.



MV Balfour

Francois Lake: Crosses Francois Lake on Highway 35 about 26 kilometres south of Burns Lake, from the community of Francois Lake over to Southbank. The carrying capacity is 52 vehicles and 145 passengers with year round service from 5:30 am to 11:00 pm daily. The service is free.



MV Francois Forester

A Capital Cost Comparison

Since 1998, successive governments, both NDP and Liberal, have committed to capital expenditures for the construction of new inland ferries, primarily to service the Upper and Lower Arrow Lakes.

In the year 2000, the MV Osprey was completed at a reported cost of \$24.6 million. The Osprey, designed and built in the interior of British Columbia, is similar in design to the Century Class vessels that were designed and constructed in Vancouver for the BC Ferry Corporation.

In further understanding the matter of the lack of fiscal fairness it is worth noting the following comparison between the MV Osprey 2000 which, as we have noted above is part of the free interior ferry service financed by the MoTI and the MV Skeena Queen, built in the mid-1990s as a new Century Class of vessels designed and paid for by BC Ferries to provide service to the shorter island routes.



MV Osprey 2000 – Kootenay Bay Ferry
 Year built – 1999/2000
 Cost of Construction - \$24.6 Million
 Vessel capacity – 80 Cars – 250 passengers
 Vessel operating speed – 15 knots
 Crew of 5 persons
 Passenger accommodation is provided on either side of wheelhouse, on center span over car deck.
 Catering services are provided on board
 Travel time to destination – 35 minutes
Cost of Car + driver = Free
Passenger Cost = Free



MV – Skeena Queen – Fulford/Salt Spring Island
 Year built 1996
 Cost of Construction \$21 million*
 Vessel Capacity – 100 Cars – 600 passengers
 Vessel operating Speed – 18knots (reduced)
 Crew of 7 persons
 Limited passenger accommodation is on either side of wheelhouse, on centre span over car deck.
 No catering, only vending machines available
 Travel time to destination – 35 minutes
Cost of Car +driver = \$43.15 + applicable tax
Passenger Cost = Adult \$10.90, Child (5 – 11) \$5.45

*It should be noted that there was considerable interference from BC Ferries with the selection of the engines put into the Skeena Queen. The selection of Mitsubishi high speed diesel engines was done at the insistence of BC Ferries and against the advice of McLaren and Sons, the designer, and Allied Shipyards of Vancouver, the builder. The result was an additional cost of \$2.5 million for the four engine replacements, along with the operational costs incurred due to vessel replacement during extensive dry dock and service interruptions. In 2002 the high speed engines were finally replaced and medium speed engines installed resulting in a more troubled free performance. By contrast the MV Osprey commissioned by Ministry of Transportation and Infrastructure and financed through the BCTFA where the design was approved through a standard government procurement process and the designer and builder left to provide the vessel as per the approved specifications, the vessel has operated relatively trouble free.

In June 13, 2012 the B.C. Government announced the awarding of a \$26.5-million contract to WaterBridge Steel Inc. of Prince George to build a new ferry for the 30 minute crossing between Shelter Bay and Galena Bay in the Upper Arrow lakes.



The new vessel will be a drive-on, drive-off, open-decked ferry capable of transporting 80 cars and 250 passengers, and will be constructed in the Community of Nakusp creating 65 local jobs. When it goes into service it will be free to local residents, businesses and tourists alike.

Review of the British Columbia Ferry Corporation

The British Columbia Ferry Corporation was established in 1958 through the Toll Highways and Bridges Authority (BCTHBA) which was a government Crown Corporation to provide public ownership of transportation routes previously serviced by the Canadian Pacific Railway and private carrier Blackball Ferries.

The government of Premier W.A.C. Bennett established the service in part as a response to labour unrest that led to job action. He declared that a reliable and affordable connection between Vancouver and Victoria constituted an essential service because British Columbians have a right to uninterrupted and affordable transportation services to their communities. Premier WAC Bennett, a successful man of business, knew that if the provincial economy was to grow that the communities of British Columbia needed to be connected by road, and in the case of coastal communities by ferries which like bridges and tunnels extended the highway by overcoming natural barriers to the movement of goods, services and people.

BC Ferries was one of three capital acquisitions undertaken by Premier WAC Bennett through the Toll Highways and Bridges Authority.

1. The purchase of the Lions Gate Bridge in 1955 for \$5.6 million;
2. The construction of the Deas Island Tunnel, (now Massey Tunnel) in 1956 for \$26 million; and,
3. The building of the first two BC Ferries, MV Queen of Tsawwassen and MV Queen of Sydney 1959 -1960 along with terminal infrastructure for a total of \$12.2 million.

These three assets all carried a toll (fare in the case of BC Ferries) and were wholly owned by the BCTHBA as part of the Bennett's commitment to a province-wide highway system in order to facilitate the economic growth of British Columbia communities. Tolls on the Deas Island Tunnel and the Lions Gate Bridge were removed in 1963; Fares on BC Ferries continue to rise.

Other notable highway projects that were undertaken by the BCTHBA as part of the province-wide strategy for highway development by the Bennett government included the Hart highway in the North-East, the Hope-Princeton Highway opening up the connection to the South Okanagan, the Yale tunnel within the difficult Fraser Canyon, the Richter Pass along the Salmo-Creston Highway, and the Christina Lake to Castlegar Highway.

There is no charge for the use of any of the roads in British Columbia. *Highways are free to all British Columbia users*, with the exception of tolls recently approved on the Golden Ears Bridge and the newly-constructed Port Mann Bridge.

In 1961, the BCTHBA took the decision to expand the ferry service and purchased the Blackball Ferry Company for \$6.6 million dollars integrating it as a part of the BC Ferry Service in order to expand government-funded marine transportation service from the original Tsawwassen to Swartz Bay route to include service Horseshoe Bay to Gibsons (Langdale) and to Nanaimo.

On January 1, 1977 BC Ferries was formed as a government-sanctioned monopoly Crown Corporation to operate the coastal ferry service that was initiated by the Province in 1960. The mandate of the original contract with BC Ferries reads:

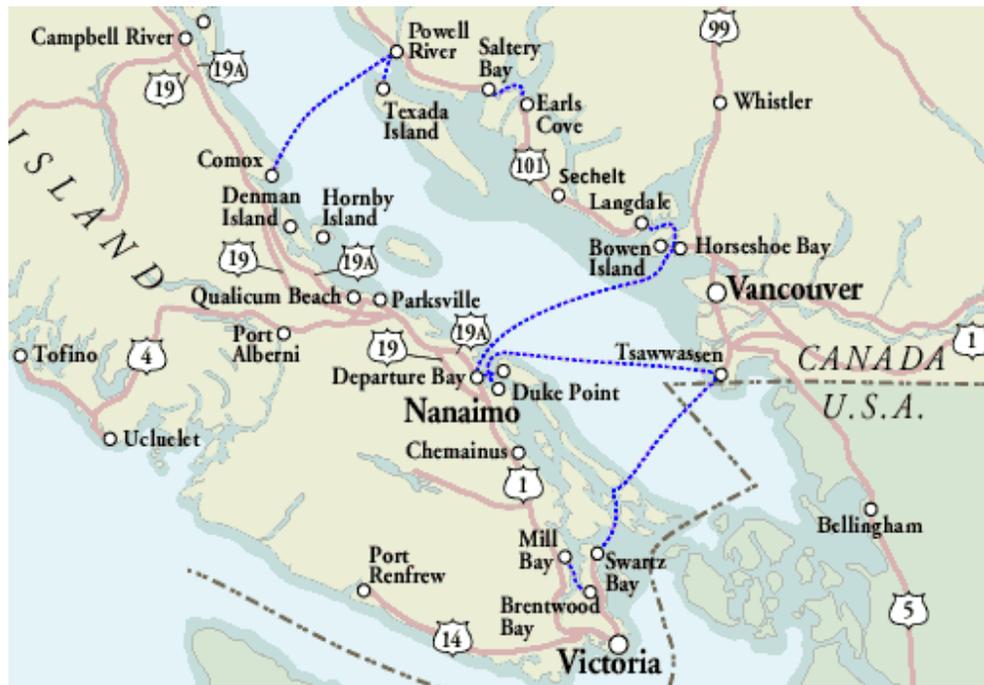
The coastal ferry system is integral to economic growth and development in British Columbia, and getting people and goods to their destinations safely, efficiently and on time is essential if British Columbia is to be competitive in the world economy in which it operates.

And

BC Ferries is an integral part of British Columbia's coastal ferry system, linking Vancouver Island to the mainland of British Columbia and linking many other coastal communities.

In the mid-1980s BC Ferries took over the saltwater branch of the Ministry of Transportation and Highways which ran K-class ferries to service small coastal island communities. As previously mentioned, privately contracted services administered by the Marine Branch of the Ministry of Highways and Infrastructure provide additional services across the Fraser River, and in the interior of the province.

Today's Major Southern Routes for BC Ferry Corporation



The 1990s was a volatile decade for BC Ferries as the NDP government, under the leadership of four premiers in ten years, engaged in the “political” management of the corporation. Most notable of controversies was the decision to construct three high speed aluminum catamarans to service the Horseshoe Bay to Departure Bay route. While the decision to use local designers and local labour provided a major injection to British Columbia’s flagging ship building industry, the requirement for upper and lower bow ramps to “fit” the existing docks was not part of the original high speed design, and the additional weight added to the bow to refit the ships proved costly in terms of the fuel required to lift the catamaran “on step”, and the wake from the additional speed caused damage to nearby floats and moorages.

The project went well over budget and added almost a billion dollars to the debt of the corporation, leaving few financial resources to undertake the capital expenditures necessary for the company to keep pace with the requirements of an aging fleet.

As BC Ferries became more politicized, less attention was paid to the overall needs of the people dependent on ferries as an extension of their highways. In 1999, several actions were taken to address what had become a fiscal crisis for the ferry system. First, the Board of Directors was removed and a new board made up of individuals with a background in marine business were appointed. Next, in order to put the crown corporation on a sound financial foundation, \$1.096 billion of the corporation’s debt was purchased by the government and funds were transferred to cover the deficit. In addition, legislation was passed dedicating 1.25 cents of the motor fuel tax to subsidize ferry service. Also, the federal government was forced to finally pay its contribution to the BC Ferry Corporation as part of its fiduciary responsibility for fiscal fairness in the financing of Highway 1, the TransCanada Highway, which travels by BC Ferry Corporation between Horseshoe Bay and Departure Bay, Nanaimo.

By the year 2000, the BC Ferry Corporation was back on sound financial footing, and moves were being made to integrate it into the financing model of the BCTFA. Late in 2000, a change of minister brought a change in approach: the three controversial new catamarans were put up for sale, and the BC Ferry Corporation was pushed to the back of the government priority list.

By 2001, BC Ferries was one of the largest ferry operators in the world, with more than 4,500 employees and providing year-round vehicle and passenger service on 25 routes to 47 terminals. The fleet of 35 vessels provided an essential transportation link that connected coastal communities in a wide and varied coastal economy that generated, on an annualized basis through industrial, commercial and residential fees, tariffs and taxes roughly 36% of the total annual revenue to the crown. BC Ferries represented a toll bridge linking communities together and facilitating the movement of people, goods and services.

In 2001, a change in government brought another change in approach to the BC Ferry Corporation, and in April 2003, BC Ferries was transformed from a Crown corporation into an independent, commercial organization under the Company Act. Although no longer a crown corporation, BC Ferry Corporation remained a company with a single shareholder, which was the government of BC. Under the 2003 structure, BC Ferry Corporation was governed by an independent Board of Directors appointed by the B.C. Ferry Authority. The B.C. Ferry Authority (Authority) was an independent, no-share capital corporation created under Coastal Ferry Act (British Columbia) that held the single voting share issued by British Columbia Ferry Services Inc. (BC Ferries), a company incorporated in British Columbia, which was subject to the Business Corporations Act (British Columbia). The provincial government was the holder of all of the preferred shares of BC Ferries. The Authority appointed the Board of Directors of BC Ferries, and both the Authority and BC Ferries operated independent of the provincial government.

This structure has in large measure caused the operational difficulties of the BC Ferries for the following reason: the government used to own the controlling interest in BC Ferries, which had a book value of \$503,178,000. On April 2, 2003, the government issued BC Ferries a debenture for \$427,701,000, which BC Ferries promised to pay in cash. The government was issued 75,477 non-voting preferred shares in BC Ferries valued at \$1000 per share.

On May 27, 2004, BC Ferries paid the debenture of \$427,701,000 to the government. BC Ferries also paid the government \$25,879,191.49, which was an interest payment on the debenture. In addition, BC Ferries pays an 8% dividend per year of \$6,038,160 to the government on its preferred shares, a dividend paid annually for six years for a payment total of \$36,228,960.

In summary, since 2003, rather than the residents of ferry dependent communities receiving the benefit of government expenditure for their “marine highway” and unlike those who receive an annual benefit from expenditures on the construction of bridges, tunnels and highways financed by the BCHFA, and further enjoy the benefit of the annual highways operating capital, BC Ferries has instead be forced under this arrangement to pay money back to the government and recover those funds ferry users. To date, BC Ferries has paid the province \$489,809,000, almost half a billion dollars. This further confirms the government’s failure to abide by ‘fiscal fairness’ in the application of tax dollars for transportation.

The Financial Picture

The region serviced by BC Ferries includes 51 Municipalities and Regional Districts including all of Vancouver Island, the Gulf Islands, Texada Island, Powell River, the Sunshine Coast, and many island communities within the Mount Waddington Region, as well as communities on the central coast, Prince Rupert, and Haida Gwaii. The population of British Columbians who live in this region constitute 19.7% (20%) of the British Columbia population (BC Stats).

For the purpose of this report, White Rock, (Surrey), Delta, Richmond, and the Greater Vancouver Regional District including West Vancouver and Lions Bay are not included in the 20%, even though it can be argued that given the location of ferry terminals and the base population of ferry workers, along with residents who frequently use the service, those communities both contribute to and benefit from the BC Ferries.

The population of British Columbia has grown by 1% province-wide over the last six years, with West Vancouver (2.3%), Vancouver (1.4%), and most Fraser Valley communities leading the way. With the exception of Bowen Island, communities dependent on BC Ferries have experienced much slower growth, and in some island communities, have declined. Victoria has experienced a 0.3% growth, slightly behind the Capital Regional District which posted a 0.4% growth over the last six years, as contrasted with lower mainland communities such as Surrey (1.9%), Langley District Municipality (1.4%) and Coquitlam at (1.4%).

These population figures are relevant when considered in light of future population densities and the increasing demand for transportation and infrastructure services in the lower mainland, where populations continue to concentrate. In their book "The Geography of Transport Systems" (2006), Jean-Paul Rodrigue, Associate Professor of Geography, Hofstra University, Claude Comtois, Professor of Geography, University of Montreal, and Brian Slack, Professor of Geography at Concordia University, discuss transport impediments that restrict free movement of people into areas that would otherwise experience growth.

When these principles are applied to the BC Ferry service to coastal communities in terms of amenities for potential commuters, it is clear that limited schedules and increasing ferry costs are a significant impediment to growth in those communities. Bowen Island and Gibsons/Sechelt are unique amongst communities serviced by BC Ferries in that they experienced population growth of 1.6% and 1.8% respectively in the last six years and provide a quality lifestyle for people who can commute to work in Vancouver. Even in these communities, rising ferry fares plus and the 4.1% to take effect on April 1st, 2013, seem to be having an effect, as in the last two years population numbers seem to be levelling off.

Rodrigue et al challenge the myth that distance is time. Given the densities that currently exist within the “bedroom” communities that feed into Vancouver, even short distances can take a long time to travel when in a traffic gridlock during rush hour. It is quite conceivable that if BC Ferries implemented a more frequent and affordable passenger service, ridership rates which are currently in decline would reverse, and not only would those communities that rely upon ferries experience desirable economic growth, but general population shifts may take place that will assist with regional infrastructure planning and costs currently carried by a handful of lower mainland communities.

However, the current policy outlined by BC Ferries takes the Corporation in a different direction. Over the last twenty five years, ferry fares have risen for people who live within some serviced communities by as much as 514%. In addition to increased fares, the service levels on many routes have declined. And this is happening when the BC government is spending a record amount of money on bridges, tunnels, roads, ports and land for highway right of ways.

Increased Fares of Selected Routes

Route (selective)	1987	1992	1997	2002	2007	2012	%incr.
Tsawwassen/Swartz Bay	\$ 19.50	\$ 25.50	\$ 38.00	\$ 43.00	\$ 55.15	\$ 65.30	335%
Horseshoe Bay/Langdale	\$ 20.50	\$ 25.50	\$ 32.75	\$ 35.75	\$ 35.75	\$ 49.25	240%
Port Hardy/Prince Rupert	\$ 174.00	\$ 260.00	\$ 312.00	\$ 332.00	\$ 441.30	\$ 614.00	353%
Saltery Bay/Earls Cove	\$ 20.50	\$ 25.50	\$ 32.75	\$ 32.75	\$ 49.25	\$ 60.75	296%
Horseshoe Bay/Bowen Island	\$ 12.50	\$ 15.50	\$ 21.00	\$ 24.00	\$ 34.15	\$ 41.85	335%
Comox/Powell River	\$ 20.50	\$ 25.50	\$ 31.00	\$ 32.50	\$ 47.50	\$ 57.95	283%
Powell River/Texada Island	\$ 7.80	\$ 10.50	\$ 14.75	\$ 18.75	\$ 27.65	\$ 34.05	437%
Nanaimo Harbour/Gabriola Island	\$ 7.80	\$ 10.50	\$ 14.75	\$ 18.75	\$ 27.65	\$ 34.05	437%
Tsawwassen to Gulf Islands	\$ 16.00	\$ 22.75	\$ 43.00	\$ 44.50	\$ 62.85	\$ 82.25	514%
Skidegate/Alliford Bay	\$ 6.30	\$ 8.75	\$ 13.00	\$ 16.75	\$ 25.05	\$ 30.95	491%

Note: the communities that are yellow highlighted, with the exception of Texada Island, are located on the BC mainland and not islands of the mainland coast.

Measuring the direct impact of these rate increases on local business and communities is a bit like proving that smoking is a direct cause of an individual’s lung cancer. All evidence suggests a correlation between costs and declining economics, but it is hard to put definitive numbers forward. There is ample anecdotal information from as far ranging an economic group as commercial food transporters, tour bus drives, and B&B owners, however the most compelling statistical evidence comes from the BC Ferry Corporation themselves with record high tariffs and declining vehicle per run numbers.

Here is the chart showing the January 2013 Vehicle reductions Year to Date for selected routes with comparative numbers:

Route (selective)	YTD Curr Year	YTD Prev Year	% to Prev YTD
Tsawwassen/Swartz Bay	771,962	780,889	-1.14%
Horseshoe Bay/Langdale	467,878	474,045	-1.30%
Port Hardy/Prince Rupert	4,454	4,682	-4.87%
Saltery Bay/Earls Cove	74,128	15,504	-1.82%
Horseshoe Bay/Bowen Island	197,769	204,440	-3.26%
Comox/Powell River	63,078	66,449	-5.07%
Powell River/Texada Island	36,037	35,181	2.43%
Nanaimo Harbour/Gabriola Island	148,654	148,590	0.04%
Tsawwassen to Gulf Islands	13,447	13,790	-2.49%
Skidegate/Alliford Bay	17,892	18,357	-2.53%

Note: The February numbers show a similar trend.

The December 2012 report from the Ferry Advisory Chairs states the following on the impact of increased fares on economic development and job creation:

"This is a significant failure. The reality in our communities is the exact opposite of this intended goal. Ferry fares are a significant barrier to economic development and job creation; they have triggered collapsing tourism, economic shrinkage and job losses. Examples abound."

Statistics verified by the BC Tourism Hotel tax database maintained by the Consumer Taxation Branch of the Ministry of Small Business and Revenue seems to quite clearly confirm that during the period of highest fare increases 2009/10 the highest drop in hotel visits occurred in hospitality (hotel) businesses located within ferry dependent communities.

These statistics further point to the lack of fiscal fairness in the application of tax dollars toward the construction, expansion and maintenance of British Columbia's transportation system. This despite the fact that such a commitment is mandated within the terms of reference for the Ministry of Transportation and Infrastructure.

In the fall of 2012, the BC government, faced with BC Ferries projection of a \$20 million dollar shortfall, commissioned a report from Kirk and Co. to provide some guidelines and

recommendations on next steps. The report titled, *Consultation and Engagement Summary Report*, was released in February 2013 and noted within the Executive Summary that:

Despite being comparable in efficiency with the world's best services, rising costs and declining ridership have created a financial challenge for the corporation. BC Ferries lost more than \$16 million in the fiscal year ending March 31, 2012. The independent BC Ferry Commissioner noted in his January 2012 report that, without changes, increasing costs and the ongoing need to replace aging vessels could drive funding shortfalls to \$56 million a year within the next five years. These shortfalls would have to be recovered through one or more of the following mechanisms: operating efficiencies, additional fare increases, service adjustments (mostly reductions), increased contributions from taxpayers or other forms of contributions from coastal communities.

It is worth noting that the mandate provided the author of this report did not include a review of the company itself, neither is there any mention of the debentures currently held by BC Ferries and reported within the notes to the BC Ferries Consolidated Financial Statements for the years ended March 31, 2012 and 2011

The paper reports that a total of 4,518 participant interactions during the fall of 2012, with 2,056 people attending 41 consultation events that consisted of both small group meetings, open houses and webinars. In addition, the research team received 1,259 feedback forms in both hard-copy form and online, along with 703 written submissions and 500 people randomly selected to participate in an online public opinion poll. It is not clear that these numbers represent single attendees or whether or not there were multiple submissions via the various approaches made available.

The full report along with a summary of responses may be found at:

http://www.coastalferriesengagement.ca/documents/report/BC_Coastal_Ferries_Consultation_and_Engagement_Summary_Report_20130301.pdf

It will not be surprising to readers to learn that while the matter of reduction of low capacity runs was split for and against, there is virtually no appetite for increase in fares and even less for increase in local taxes or the tax on fuel to provide additional revenue. One can only surmise that those opposed to increasing their taxation would have been much higher if the respondents had been provided a clearer picture of the overall debt situation of the company. What is clear is that those attending and participating on-line were not provided financial

statements that outlined the company debt. By asking ferry users to solve a \$20 million shortfall by the methods proposed was a bit like being asked to bandage a severed artery.

The time has come for the Government of British Columbia to realize that BC Ferries must be treated in all respects as part of the highway system and as such become a subsidiary to the British Columbia Highway Finance Authority so that it can be financed at a rate that is comparable to that of the highways in the rest of the province.

A review of the debt currently held by BRITISH COLUMBIA FERRY SERVICES INC., as provided in the Notes to Consolidated Financial Statements for Years ended March 31, 2012 and 2011, shows that the corporation currently carries a debt obligation of \$1.3 billion dollars with repayments due in the next five fiscal years, excluding debt carrying costs of interest payments and dividends, amounting to \$466 million, with an additional commitment of \$828 million and associated debt carrying costs through to the year 2021.

The debt payment schedule is reported in the following manner:

Year	2013	2014	2015	2016	2017	2020-2038
	\$ 9million	\$149million	\$270million	\$ 24million	\$ 24million	\$828million

British Columbia Ferry Services Inc. has used a variety of financial instruments in its bid to borrow capital for the construction of new vessels, building and replacing of terminals, along with other capital needs. At a time when we are experiencing record low rates of borrowing, the corporation is still saddled with accruing liabilities at interest rates that vary from a floating low of 1.47% to a high of 6.21% (an effective interest rate 6.33%) in Senior Secured Bonds, Series 08-2, due December 2013 of \$140 million.

In every respect, the BC Ferry mandate overlaps the mandate of the Ministry of Highways and Infrastructure, yet citizens are not required to make comparable contributions for the delivery of any other government-mandated essential service, least of all to pay for the cost of their highways in any way other than through the payment of their taxes.

By any measure, the amount of money borrowed and spent on behalf of the people of this province for the provision of transportation systems is disproportionate to that of the tariffs charged to users of BC Ferries. Consider the following comparison.

BC Ferries total capital spending in fiscal 2013: approximately \$114 million;
BC Transportation Financing Authority capital spending fiscal 2013: \$1.1 Billion;
BC Ferries 2012 operating expenses net over revenue (-\$16.5M);
BC Transportation Financing Authority expenses over revenue (-\$668M). (Source: audited consolidated financial reports BC Ferries and MoTI)

The Ministry of Transportation and Infrastructure holds as its mandate to plans transportation networks, provide transportation services and infrastructure and to develop and implements transportation policies.

The Ministry also administers federal-provincial funding programs to build sustainable communities and to link *all* BC communities through innovative strategies that help to build our provincial economy. In order to achieve this goal, the BC Transport Finance Authority was established to secure long term capital requirements which run into billions of dollars every year. These expenditures are amortized to provide government time to realize the benefits that expanded infrastructure provides by creating a stronger economy, which then pays higher taxes to the government.

From 1952 to 2000, motor vehicle registrations went from 405,000 to 6.8 million. British Columbia has consistently had the highest ratio of cars to people in Canada. Despite the increase in fuel costs, the growth in our highway dependency in British Columbia has not significantly diminished. In 1946, the highway system consisted of 34,606 kilometres of road and the entire budget for all ministries in British Columbia that year was \$37 million. By the year 2000, the highway system had increased to 84,225 km of road, which cost British Columbians over \$400 million in maintenance alone, money that the users of BC highways were not asked to pay through special levies or tolls.

Today the BC Transportation Finance Authority raises \$420 million through taxation on fuel, with the general coffers of government collecting an additional \$484 million, leaving roughly \$11 million for transit contributions. BC Ferries would benefit if the provision of ferry services were stated as a stand-alone item revenue distribution from single source taxation such as the fuel tax.

Composition of fuel tax revenue distribution

(\$M)	2012/2013	2013/2014	2014/2015	2015/2016
Consolidated Rev Fund	484	488	493	498
BC Transit	11	11	11	11
BC Trans Fin Authority	420	423	426	428

Pacific Gateway Alliance

In 2010, the provincial government made the MoTI the lead ministry with respect to *The Pacific Gateway Alliance* (PGA). This “alliance” brought together several stakeholders in a somewhat unique partnership of transportation industries and governments to oversee the \$21 billion expansion of our port, rail, road and airport facilities in British Columbia. The financing for the provincial portion of the PGA is managed through the BC Transportation Finance Authority and is mandated to represent the public interest by assisting in bringing together infrastructure, labour, and service reliability under the direction of a Pacific Gateway Executive Committee. PGA members include senior representatives from the Governments of Canada and British Columbia, the three rail companies, CN, CP, and BNSF, along with the Port of Metro Vancouver, The Prince Rupert Port Authority, and Translink.

The purpose of this initiative is to provide British Columbia with a comprehensive land and sea infrastructure so that we benefit from our expanding economic interaction with Asia Pacific countries. British Columbia Ferry Services Inc. is not a member partner despite the fact that it is the main network of connectivity with British Columbia coastal communities, and in the short term the province has committed to \$3.1 billion to increase major road and rail capacity, and a new provincial investment of \$700 million in B.C.’s major trade corridors.

Summary

Canadians have long enjoyed the benefit of the well established and practiced principle of fiscal fairness in the application of their tax dollars collected by various levels of government. Governments have realized that the provision of essential services may from time to time require that they be provided by government sanctioned monopolies.

In the case of British Columbia, the government of WAC Bennett realized that to practice the principle of fiscal fairness in regions of the province that provided needed revenue to the government through the resource wealth and industrial/commercial growth, it was important to build an integrated highway system that would properly connect *all* British Columbians. BC Ferries was established as a stand-alone, government-sanctioned monopoly to provide affordable regular transportation service to those who live in ferry-dependent communities.

Where the crown corporations responsible over the years for highways have had the mandate to properly finance and develop British Columbia's road and bridge infrastructure, the BC Ferry Corporation was allowed to drift into financial peril, and in 2003 was restructured into British Columbia Ferry Services Inc., the government is the sole shareholder. Since 2003, BC Ferry Services Inc has paid almost \$500,000,000 in loan costs and dividends to the BC government.

BC Ferries services an area with 20% of BC's population, and a wide variety of industries and commercial enterprises, which together provide tax contributions of roughly 36% of BC's annual revenue, yet this area only benefits from about 6% of capital expenditure on highways, including the expenditure on ferries.

Since 2003, the BC government has provided only a small annual subsidy to the corporation, which now experiences decreased ridership and increased cost of delivery of service. This year it is running an operational deficit in excess of \$20 million. In order to complete its capital requirements for new ferries and terminals, the Corporation must borrow money using various financial instruments, and currently holds long term debt in excess of \$1.3 billion.

Despite the facts set out above regarding the coastal ferry service, the interior ferries continue to be built and run free of any direct charge to the user though the MoTI and BCTFA.

To address the government's violation of the principle of fiscal fairness, and to restore the economic integrity of the BC Coastal economy, BC Ferries should be treated as a tolled portion of the highways and financed through the BCTFA, where amortization of cost is more equitably shared by all British Columbians.

The current structure for BC Ferries fails the test of fiscal fairness and discriminates against those who live in coastal communities.

Resolutions on Fisheries Issues

2012 A3 REDUCTIONS TO COAST GUARD MARINE RADIO/
TRAFFIC CONTROL CENTRES

Gold River
Sayward
Strathcona RD

WHEREAS the Canadian Coast Guard has announced its intention to reduce the number of Canadian Coast Guard Marine Communication and Traffic Services (MCTS) Officers on watch at five strategically located centres in British Columbia, three of which are on Vancouver Island, possibly posing a serious threat to the safety of coastal communities, boaters, fishers, mariners, aviators and the environment;

AND WHEREAS the lives of many residents and visitors in these communities could be put at risk by the reduction of officers at MCTS centres:

THEREFORE BE IT RESOLVED that UBCM petition the federal government to maintain the current levels of staff on watch year round at all five MCTS centres on our coast;

AND BE IT FURTHER RESOLVED that UBCM urge the Ministry of Fisheries & Oceans to suspend the announced closure of Coast Guard facilities on the West Coast and that UBCM host a meeting of impacted communities and the Minister to discuss the impacts of these closures and possible alternatives to closures.

CONVENTION DECISION: ENDORSED AS AMENDED

2012 B24 INCREASED FUNDING & RESOURCES FOR STREAM PROTECTION Kelowna

WHEREAS the protection and restoration of watercourses are of benefit to local governments and the general public insofar as healthy watercourses and supporting ecosystems provide valuable ecosystem services, such as filtration, purification and delivery of water; mitigation of floods; renewal of soil and soil fertility; maintenance of biodiversity; and cultural and spiritual value;

AND WHEREAS the protection of water resources is principally a responsibility of the Province under the *Water Act* and the *Fish Protection Act*;

AND WHEREAS reduced provincial funding for critical water resource regulatory and enforcement services is placing increased pressure on local governments to take on additional responsibility for the regulation of development in and about watercourses:

THEREFORE BE IT RESOLVED that the Province provide increased human resources to the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) in order to uphold its mandate, and additional resources to support local government efforts in protecting and restoring watercourses.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Forests, Lands and Natural Resource Operations

The Province recognizes the importance that provincial water resources contribute to community needs, a healthy environment and economic growth.

Managing this important resource was one the key drivers in creating the Ministry of Forests, Lands and Natural Resource Operations (FLNR), which expands responsibility for water issues to a greater number of provincial staff. It also allows for a “one land manager” approach to resource management, which is of critical importance in protecting provincial water resources. These changes have allowed the province to use existing staff resources in a more efficient manner.

In addition, FLNR staff continue to work with staff from the Ministry Environment on modernizing the Water Act, the key piece of legislation governing water in BC.

2012 B73 QUALIFIED ENVIRONMENTAL PROFESSIONALS

Cowichan Valley RD

WHEREAS the provincial government implemented the Riparian Areas Regulation to protect fish habitat for future generations, and the implementation of this regulation requires a partnership between the provincial Ministry of Environment, Fisheries and Oceans Canada, and local governments to be successful;

AND WHEREAS the provincial Ministry of Environment appears to be lacking the dedicated resources to review the reports forwarded by Qualified Environmental Professionals (QEPs), which is necessary in order to ensure that the standards set under these regulations are adhered to:

THEREFORE BE IT RESOLVED that the provincial Ministry of Environment take immediate steps to provide the necessary staff resources to review the reports forwarded by QEP's so that the provincial Riparian Areas Regulation fully achieves its goal of protecting our fish habitat.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Forests, Lands and Natural Resource Operations

The Riparian Area Regulation (RAR) is an important tool available under the Fish Protection Act to protect the riparian fish habitat component of watercourses.

Implementation of the RAR includes the 2008 intergovernmental cooperation agreement between the federal and provincial governments and UBCM. In addition to establishing roles, responsibilities and dispute-resolution mechanisms, the agreement indicates each party shall be responsible for its own direct costs.

The agreement allows for each partner to engage in cost-recovery mechanisms as necessary.

Although not included directly in the RAR, these cost-recovery mechanisms enable local governments to approach developers and require them to cover habitat protection costs associated with their proposed activity.

An independently developed monitoring framework provides a strong statistical confidence level for reviews submitted under the RAR. When workloads prevent Ministry staff from monitoring, experienced Qualified Environment Professionals are hired on contract to complete the work. The Province continues to monitor results to update training courses provided by Vancouver Island University and develop regional workshops to improve assessment report preparation and overall implementation of the RAR program.

The Province stands by its responsibilities to protect important water resources and associated fish habitat, which we recognize contribute to community needs, a healthy environment and economic growth.

WHEREAS the normal movement of fish in rivers and streams may be blocked by the location of hydroelectric dams contrary to Section 20-1 and 35-2 of the federal *Fisheries Act*;

AND WHEREAS this may restrict the rearing and spawning activity of certain species of fish:

THEREFORE BE IT RESOLVED that UBCM urge the provincial government to require that BC Hydro include some form of appropriate access of passage for fish to their historical spawning grounds including fish ladders or bypass canals, where possible, at existing dam sites.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Energy, Mines & Natural Gas & Minister Responsible for Housing

The Provincial Fish Protection Act provides legislative authority for water managers to consider impacts on fish and fish habitat before approving new water licences or amendments to licences or issuing approvals for work in or near these streams.

Fisheries and Oceans Canada (DFO) has ultimate authority over fish habitat through the Fisheries Act, which is the main federal legislation affecting all fish, fish habitat and water quality. The provision of fish passage has been a component of Canada's Fisheries Act since 1867.

BC Hydro commissioned an Evaluation of Restoring Historic Passage for Anadromous Fish at BC Hydro Facilities (June 2001). Five dams: Coquitlam (1914), Alouette (1924), Ruskin (1930), Terzaghi (1948), and Wilsey (1929), now owned by BC Hydro, were found to have blocked the historic access of anadromous fish populations at the time of construction. Fish passage structures were not provided at these five dams according to individual agreements with the DFO, which waived their general requirement that all manmade obstructions in rivers were to be provided with a fish ladder. Three other dams: Comox (1912), Puntledge (1912) and Seton (1956), were built on anadromous-bearing rivers where the DFO insisted that fish ladders be provided.

BC Hydro has a seven step Fish Passage Decision Framework in place to screen and evaluate fish passage proposals. Funding to assess fish passage opportunities has been provided through the Fish and Wildlife Compensation Program. For example, since 2008, \$465,000 has been provided to assess fish passage opportunities on the Alouette River. Project impacts of a proposal to build a fish ladder as part of the planned upgrades to the Ruskin dam and powerhouse, did not rationalize that level of compensation. Further work would be needed to demonstrate the technical feasibility of the proposed fish ladder infrastructure alternative to the present approach of transporting sockeye salmon by truck from the bottom of the Alouette Dam up to the Alouette Lake Reservoir.

WHEREAS the protection of environmentally sensitive areas (including watercourse riparian areas) is an important value for the people of our community and is recognized in our Official Community Plan;

AND WHEREAS Nanaimo has made significant investments in the protection of fresh and marine habitat within our city;

AND WHEREAS Bill C-38 has made significant changes to the *Fisheries Act* that will limit the Act's application to some types and sizes of projects and increase discretionary powers of the Minister, all of which could reduce the Act's ability to protect the environment:

THEREFORE BE IT RESOLVED that UBCM call upon the Government of Canada to develop revised *Fisheries Act* policies and regulations in collaboration with all stakeholders, specifically including local governments through UBCM and FCM, to ensure changes address municipal concerns while strengthening environmental protection for our watercourses.

CONVENTION DECISION: ENDORSED

2011 A6 AQUACULTURE AGREEMENT

AVICC Executive

WHEREAS on February 9, 2009, the Supreme Court ruled that the federal government—not the provinces—should regulate fish farms, prompting both orders of government to negotiate an Aquaculture Agreement that was reached on December 10, 2010;

AND WHEREAS neither the provincial nor federal government sought to consult with UBCM about how the Aquaculture Agreement would impact local governments, specifically those communities that have bylaws (including zoning) in place with respect to where and how fish farms operate:

THEREFORE BE IT RESOLVED that UBCM request that the provincial and federal governments recognize the authorities and responsibilities of local governments with respect to aquaculture and immediately consult with them about the impact and implications of the new Aquaculture Agreement;

AND BE IT FURTHER RESOLVED that the provincial and federal governments recognize and respect local government bylaws (including zoning) in the siting, approval and operation of fish and shellfish farms.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture

In February 2009, the BC Supreme Court ruled that finfish aquaculture is a fishery, the regulation of which is a federal responsibility.

The BC Supreme Court ruling did not change the Provincial (and therefore local governments') authority to issue land tenures for aquaculture under the Land Act. Accordingly, local governments retain the ability to zone and establish bylaws with respect to where aquaculture operations are appropriately located, as long as they do not impinge on the Federal fisheries jurisdiction over aquaculture "fishery" operations.

The Canada-British Columbia Agreement on Aquaculture Management was drafted to set out the responsibilities of both governments and provide certainty regarding the manner in which the two governments will collaborate and facilitate effective coordination. The process the Federal Government follows in making licensing decisions is the purview of Fisheries and Oceans Canada.

The Province recognizes the importance of local governments' role and shares the Union of British Columbia Municipalities' interest in ensuring the best results for local governments and communities with an interest in aquaculture. The Province will continue to send to local governments aquaculture tenure applications through the Ministry of Forests, Lands and Natural Resource Operations and liaise with local government on specific files.

FEDERAL RESPONSE

Fisheries & Oceans Canada

You express concern that there has not been sufficient consultation with UBCM on the new federal aquaculture regulations. The Department takes stakeholder consultation seriously. DFO Met recently with the sub-committee of [the] Association of Vancouver Island & Coastal Communities to discuss the change from provincial to federal authority for aquaculture and some of the potential impacts at the municipal level. At that time, the Department committed to further meetings as required.

Regarding local government bylaws, I assure you that DFO recognizes the rights of local governments to create bylaws that may impact the location of aquaculture sites. However, the Department will continue to exercise its authority under the Fisheries Act to manage the aspects of aquaculture related to fisheries.

2011 B40 GLASS SPONGE REEF PROTECTION

Sunshine Coast RD

WHEREAS ancient and fragile glass sponge reefs previously thought to be extinct exist off British Columbia's coast and are at risk from disturbances caused by trawling, trapping and anchoring;

AND WHEREAS Fisheries & Oceans Canada has designated the Hecate Strait/Queen Charlotte Sound glass sponge reefs as an Area of Interest within the Pacific North Coast:

THEREFORE BE IT RESOLVED that UBCM urge Fisheries & Oceans Canada to also designate the glass sponge reefs in the Southern Strait of Georgia (specifically McCall Bank, Howe Sound, Fraser Ridge, Active Pass, Nanaimo, Coulee Bank and Parksville) as "areas of interest" for protection.

CONVENTION DECISION: **ENDORSED**

FEDERAL RESPONSE

Environment Canada

Although the protection of sponge reefs is the responsibility of Fisheries & Oceans Canada, it may interest you to know that my department is working toward the designation of a marine national wildlife area to protect seabirds and their marine environment around the Scott Islands off northern Vancouver Island. This work is being done in collaboration with Fisheries & Oceans Canada and other federal departments, as a marine national wildlife area designated under the Canada Wildlife Act has the ability to protect all species and habitat within that site. At this time, the proposed boundary for this protected area includes marine habitat recognized as sensitive by Environment Canada and Fisheries & Oceans Canada.

The sponge reefs discovered in a number of areas within the Strait of Georgia region have international significance and ties to the more extensive hexactinellid "glass" sponge reefs found a number of years ago in the Hecate Strait region of British Columbia's central and northern Pacific coast. Fisheries & Oceans Canada has already designated the northern sponge reefs as "areas of interest" and is considering their potential for establishment as marine protected areas.

With regard to the sponge reef area in Active Pass, Parks Canada can certainly give it consideration, as it will likely fall inside the proposed boundaries of the future Southern Strait of Georgia National Marine Conservation Area Reserve.

This action will need to be co-ordinated with Fisheries & Oceans Canada's Pacific region offices and the Pacific Geological Survey offices of Natural Resources Canada, which are collaborating to complete the bathymetric survey work (seabed mapping) that led to the identification of the rare sponge reefs.

Fisheries & Oceans Canada

Regarding your request for protection of glass sponge reefs in the southern Strait of Georgia, the process to identify an Area of Interest for an Oceans Act Marine Protected Area is extensive, and the Department is currently prioritizing designation of DFO's current Areas of Interest for the Hecate Strait and Queen Charlotte Sound Glass Sponge Reefs and Race Rocks, respectively.

However, under the auspices of the Sustainable Fisheries Framework, DFO has developed the Policy for Managing the Impacts of Fishing on Sensitive Benthic Areas to mitigate impacts of fishing on sensitive benthic areas and avoid serious or irreversible harm to sensitive marine habitat, communities and species. Mitigation measures may include gear restrictions or area closures to avoid important known coral and sponge communities.

The policy outlines several steps to identify sensitive benthic areas, of which the development of an Ecological Risk Assessment Framework (ERAF) is a key element. Work is currently underway to complete the ERAF, and there may be an opportunity to use the Strait of Georgia glass sponge reefs as one of the first pilot applications of the ERAF to assess impacts of shellfish and groundfish fisheries; the Department has assembled a working group to explore this possibility. For more information on the policy, please visit DFO's website at:

www.dfo-mpo.gc.ca/fm-gp/peches-fisheries/fish-ren-peche/sff-cpd/benthi-eng.htm

2011 B47 REGULATION & PROTECTION OF USE OF WATERWAYS

North Okanagan RD

WHEREAS the safe, responsible and environmentally sensitive use of our inland waterways for recreational and other purposes is a high priority with many federal and provincial agencies having specific interests and roles in the regulation and protection of these valuable resources;

AND WHEREAS there is no single agency, comprehensive plan, nor adequate regulatory and enforcement framework to sufficiently ensure that these resources are effectively protected and managed for the long term benefit of all residents and users throughout BC:

THEREFORE BE IT RESOLVED that UBCM request that the provincial government immediately take a leadership role and initiate an Inland Waterways Task Force, with stakeholder representation including, but not limited to:

- Provincial Ministry of Environment
- Provincial Ministry of Transportation and Infrastructure
- Provincial Ministry of Health Services
- Provincial Ministry of Community Development
- Fisheries and Oceans Canada
- Integrated Land Management Bureau
- Transport Canada Office of Boating Safety
- RCMP
- Various local governments, including First Nations

to review the current recreational, environmental and water quality issues related to the safe, shared use of inland waterways and bring forward a comprehensive plan to better manage, regulate, and enforce the shared use of these valuable resources.

CONVENTION DECISION:

ENDORSED

PROVINCIAL RESPONSE

Ministry of Forests, Lands & Natural Resource Operations

Although the formation of a provincially led Inland Waterways Task Force is currently not feasible due to staffing and budget constraints, the Ministry of Forests, Lands and Natural Resource Operations (Ministry) continues to explore opportunities to integrate protection and regulatory activities across ministries. Should local governments choose to establish and lead such a task force, the Ministry would be pleased to participate.

Ministry officials have recently met with local representatives to address recreational, environmental and water quality concerns that would fall within the purview of the proposed task force. Recent studies have rated the water quality on Okanagan Lake very high, and a lakeshore mapping project on spawning habitat is assisting with protection and a recovery of the Kokanee population. In response to local complaints with respect to loud motorboats, Transport Canada now requires the use of mufflers on most motorized watercraft operating on inland waterways. Ministry staff are exploring enforcement options with their federal counterparts.

The Ministry remains committed to working closely with local governments and partner agencies in proactively managing issues of mutual interest and shared responsibility.

2011 B93 BALANCING AGRICULTURE & AQUATIC SPECIES AT RISK CONSERVATION Fraser Valley RD

WHEREAS agriculture production in the Fraser Valley is vital to the local economy and to the province's food supply;

AND WHEREAS there has been a significant level of concern expressed by the farming community, local government, and landowners in the Fraser Valley about the potential for local *Species at Risk Act* recovery planning to significantly reduce the amount of land base available for agricultural production in this region and to further challenge farmers' abilities to clean and maintain drainage ditches on their property – concerns which have not been adequately addressed by Fisheries and Oceans Canada during recent public consultation processes:

THEREFORE BE IT RESOLVED that UBCM urge the federal government to conduct meaningful and respectful consultation with local government and the agricultural community on current and subsequent *Species at Risk Act* recovery planning that will not only address the concerns but will also contribute to finding a more balanced approach towards conservation that meets the needs of both the community and species-at-risk.

CONVENTION DECISION: ENDORSED AND REFERRED TO FCM

FEDERAL RESPONSE

Environment Canada

My officials are aware of the challenges of balancing the protection and recovery of species at risk and their habitats with other land uses important to Canadians. The Lower Fraser Valley is one of the most challenging landscapes in which to achieve balanced outcomes. Some aquatic and terrestrial species at risk are found only in this small and unique region of Canada. Environment Canada officials are working with colleagues from Fisheries & Oceans Canada, Parks Canada, and the Government of British Columbia to achieve and maintain the biodiversity values of this area in the context of sustainable economic growth. They also work closely with other federal and provincial departments and municipal governments to promote good conservation planning and compliance, as well as to provide useful tools for land-use and economic planning professionals.

Fisheries & Oceans Canada

I understand your concern that the Species at Risk Act recovery planning may affect agricultural production in the Fraser Valley. There is no intention to prevent the agricultural community from continuing their important contribution to the Canadian economy. I would like to assure you that the measures being considered do not involve reduction in the land available for agricultural activities.

As you are aware, DFO officials have met on many occasions with land owners in the Fraser Valley to discuss their concerns and explain the requirements of the Species at Risk Act. DFO officials have also been working closely with the British Columbia Ministry of Agriculture and the British Columbia Federation of Agriculture in an effort to collaborate with the agricultural community in achieving species conservation, which the law requires of the Department.

A number of decisions by the Federal Courts have underscored the legal obligation that I have to identify and protect the critical habitat of species at risk. I believe that the agricultural community can make an important contribution to the survival and recovery of many species at risk, and that it is possible to do so while continuing to farm.

DFO officials have informed me that the proposed measures for protecting the critical habitat of the Nooksack dace and the Salish sucker in the Fraser Valley involve the maintenance of existing riparian vegetation, which will not affect the area of land being farmed at present.

OTHER RESPONSE

Federation of Canadian Municipalities

Category "D" resolution - in accordance with FCM policy. Fraser Valley Regional District submitted this resolution to FCM in 2011 and it was adopted by the FCM Board at the September 2011 meeting.

2011 B94 MAINTENANCE OF ENGINEERED DITCHES

Kent

WHEREAS in many communities a network of drainage ditches has been constructed in order to channel water, establish and maintain the productivity of agricultural land and to protect urban areas from flooding;

AND WHEREAS these engineered ditches, to be effective, need to be cleaned on a regular basis, and staff from the Department of Fisheries and Oceans and the Ministry of Environment have exercised unreasonable control over the timing and method of cleaning the ditches:

THEREFORE BE IT RESOLVED that UBCM request that the provincial government (through the Ministry of Agriculture) confirm that the maintenance of engineered ditches be recognized as an acceptable farm practice under the *Right to Farm Act*.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture

The Farm Practices Protection (Right to Farm) Act (FPPA) does not apply to activities conducted by local governments, only farmers. Activities conducted by farm operators under the FPPA must still abide by provincial and federal environmental legislation and policies.

In April 2005, the Ministry of Agriculture, Ministry of Water, Land and Air Protection (now Ministry of Environment) and the federal Department of Fisheries and Oceans jointly prepared a "Drainage Management Guide" that outlined a process for farmers to clean constructed ditches on their farms. This guide can also be used by local governments to develop a drainage maintenance plan for channels maintained by local governments. Once approved and signed off by all agencies, the plan can be used to conduct drainage maintenance without further approvals from agencies for many engineered or constructed channels and ditches.

2011 B127 DFO REFERRAL TIMES

Alert Bay

WHEREAS all new and remedial development in riparian and marine environments, including emergency response measures and work to repair, develop or maintain essential infrastructure, must be referred to the Department of Fisheries and Oceans (DFO) for approval;

AND WHEREAS response time from DFO to referrals varies widely and often leads to unacceptable project delays resulting in local governments' inability to respond to urgent public safety issues and/or economic hardship to governments and communities:

THEREFORE BE IT RESOLVED that the DFO adopt a policy committing the department to provide a response to referrals within 30 days of receipt of any development referral from a local government or first nation government;

AND BE IT FURTHER RESOLVED that any referral which goes unanswered after 30 days of receipt be deemed to be approved.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Fisheries & Oceans Canada

DFO's Habitat Management Program (HMP) is responsible for issuing Fisheries Act Section 35(2) authorizations for the harmful alteration, disruption and/or destruction of fish habitat. The HMP does not provide approvals for projects but will review projects that are proposed in and near water to determine if impacts to fish and fish habitat require authorization under the Fisheries Act.

The Department's goal is to provide a professional and regionally consistent referral management process so that DFO can provide consistent service delivery standards that meet client needs, departmental priorities and program resource levels. In September 2010, DFO Habitat Management in Pacific Region developed a new website and project review process to standardize referral management, focus departmental resources on the highest priorities (including emergency works and public safety), and improve client service and referral response times. The website can be found at:

<http://www.pac.dfo-mpo.gc.ca/habitat/index-eng.htm>

2011 B153 MARINE CONSERVATION STRATEGY – VANCOUVER ISLAND SHELF

Tahsis

WHEREAS Mozino Point in the Tahsis Narrows in Nootka Sound, British Columbia is an area that speaks to the conservation, management and research of both coral and sponge colonies including species of Gorgonian Corals, Sharp and Round Lipped Boot Sponges, and Cloud Sponges which provide important marine species habitat that can be viewed within the recreational limit of diving;

AND WHEREAS Fisheries and Oceans Canada, Pacific Region agreed in the 2010 Conservation Strategy Study of Pacific Region Cold-Water Coral and Sponge that there is a need to "protect regional biodiversity and maintain key ecosystem dynamics";

AND WHEREAS Parks Canada establishes national marine conservation areas (NMCAs) under the Canada *National Marine Conservation Areas Act*:

THEREFORE IT BE RESOLVED that the UBCM supports the establishment of a conservation strategy within the national marine conservation area reserve (NMCAR) in the Vancouver Island Shelf marine region encompassing Mozingo Point in the Tahsis Narrows, Nootka Sound urging quick action to proceed in the conservation of this marine area while respecting First Nations interest in the area.

CONVENTION DECISION: **ENDORSED**

FEDERAL RESPONSE

Environment Canada

I appreciate your support for a marine conservation strategy for the west coast of Vancouver Island.

Environment Canada is making progress toward the designation of a marine national wildlife area around the Scott Islands. My department intends to continue coastal marine conservation efforts following designation of this protected area, including working with Fisheries & Oceans Canada, Parks Canada, the Government of British Columbia and First Nations to develop a science-based plan for the protection of marine and terrestrial species associated with the landscape and seascape of coastal British Columbia.

2011 B166 ALLOCATION OF PACIFIC HALIBUT TO SPORT FISHING SECTOR Kitimat

WHEREAS the current federal allocation of the sustainable pacific halibut resource is insufficient to provide reasonable catch and possession limits for the recreational and commercial sport fishery;

AND WHEREAS an increase in daily catch and possession limits would be of great benefit in attracting sport fishing tourists to coastal communities:

THEREFORE BE IT RESOLVED that UBCM call on the provincial and federal governments to support both the commercial fishing industry and the sports fishing industry equitably as they are both critical economic generators for residents within the province;

AND BE IT FURTHER RESOLVED that DFO undertake further research and analysis on the Pacific halibut fishery with a view to ensuring that the right balance between the sectors is achieved while maintaining the sustainability of the fishery.

CONVENTION DECISION: **NOT CONSIDERED – AUTOMATIC REFERRAL TO EXECUTIVE**

EXECUTIVE DECISION: **REFERRED TO COMMUNITY ECONOMIC DEVELOPMENT COMMITTEE**

COMMITTEE DECISION: **ENDORSED AS AMENDED**

2010 B26 RIPARIAN AREA PROTECTION ON PRIVATE FOREST LANDS Parksville

WHEREAS the study of ecosystem services as they relate to water is still developing and scientists are working to understand human impacts on water and the functions of fresh-water ecosystems in storing, filtering and purifying water;

AND WHEREAS the *Private Managed Forest Land Act* does not impose ecosystem-based riparian regulations and permits selective harvesting to the water's edge on all water courses including fish-bearing streams and community drinking water sheds:

THEREFORE BE IT RESOLVED that the UBCM request the provincial government amend the *Private Forest Management Land Act* with the goal to maintain and restore the productivity and resiliency of riparian ecosystems by maintaining along a stream or river all the biological and physical characteristics of an undisturbed forest, including both buffering and connectivity.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Forests, Lands & Mines

The Private Managed Forest Land Act is designed to be results-based legislation, setting out five key management objectives for private managed forest land: soil conservation, water quality, fish habitat, critical wildlife habitat and reforestation – all of which protect important riparian area attributes.

The Private Managed Forest Land Council (Council) -- an independent provincial agency established under the Private Managed Forest Land Act to administer the Managed Forest Program and protect key public environmental values on private Managed Forest land in British Columbia - has the responsibility for establishing, administering, monitoring and amending regulations, with assistance from Ministry staff and the office of Legislative Counsel, relating to private managed forest land practices.

The Council is also responsible for conducting inspections, audits and investigations in response to complaints – the results of which help inform the Council on the effectiveness of regulations.

Government and the Council will continue to monitor results and look for ways to improve practices.

2010 B85 STOP PERMITS ON SCHEDULE 2 LAKES & RIVERS

Fraser Valley RD

WHEREAS the provincial government is in the process of rewriting the *Water Act* to ensure more protection for our shrinking clean finite water sources, and various provincial authorizations under the *Environmental Management Act* and the *Water Act* are being used to authorize, and are proposed to be used, to authorize the conversion of fish bearing lakes, streams and rivers and any other fish habitat into toxic tailings ponds for mines;

AND WHEREAS Schedule 2 lakes are contrary to many of the more protective standards that are being discussed under the new "Water Smart" standards for the *Water Act*:

THEREFORE BE IT RESOLVED that the UBCM petition the provincial government to discontinue the permitting of any Schedule 2 lake designations in the province of BC.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Environment Ministry of Natural Resource Operations

"Schedule 2" is a provision in the Metal Mining Effluent Regulation (MMER) of the Federal Fisheries Act that allows for a natural water body to be classified as a Tailings Impoundment Area (TIA).

Proposed TIAs that impact on fish and fish habitat must undergo a Canadian Environmental Assessment Act (CEAA) review and require approval by the Federal Cabinet.

In British Columbia, projects proposing a TIA and requiring review under the BC Environmental Assessment Act (EAA) must be granted an environmental assessment certificate from the Minister of Environment. This is a prerequisite for any further permits/authorizations than may be required under the Environmental Management Act or the Water Act.

Where a proposed project requires an environmental assessment (EA) decision by both the Federal and Provincial governments, both governments must approve the proposed project. The EA decision is reached independently by both levels of government and the EA decision rendered by one level of government does not fetter the decision making authority of the other level of government.

The proposed new Water Act provides an opportunity to improve aquatic health protection and the alignment and coordination with other federal, provincial, and local laws.

2010 B97 REGIONAL FISHING ECONOMY

Prince Rupert

WHEREAS for thousands of years salmon fishing has been of vital importance to the First Nations people both on the Pacific coast and inland along the rivers and to this day the Pacific coast marine commercial fishing industry and the inland sports fishery are both essential to our region as economic generators;

AND WHEREAS at the 57th Annual BC Chamber of Commerce AGM in May of 2009 the delegates passed a “policy for maintaining a vibrant sport fishing industry in British Columbia” and Prince Rupert City Council feels the policy is reflective of only the sport fishing industry, and undermines the commercial fishing industry:

THEREFORE BE IT RESOLVED that the UBCM lobby the provincial and federal governments to support both the commercial fishing industry and the sports fishing industry equitably as they are both critical economic generators for residents within the province.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture

The Ministry of Agriculture (Ministry) is the lead Provincial agency for BC’s interests in fisheries – both commercial and recreational fisheries in tidal waters. The provincial objectives are the sustainability of these fisheries and to maximize the economic and social and benefits to British Columbians. A balanced approach is needed to support the needs of First Nations fisheries, commercial fisheries and recreational fisheries.

The Ministry engages on a number of activities to realize these objectives. The Ministry monitors commercial harvesting and processing (i.e., Seafood Year in Review) and has commissioned studies to measure the economic significance of both commercial and recreational fisheries to the BC economy (e.g., BC Seafood Sector and Tidal Water Recreational Fishing – Strengths, Weaknesses, Opportunities and Threats Assessment., etc.).

The Ministry participates with the commercial fishing sector, on Fisheries and Oceans Canada (DFO) fisheries management advisory committees (e.g., Groundfish Integration Advisory Board, etc) and supports negotiations on international fisheries allocations to ensure BC interests are addressed (e.g., Pacific Salmon Treaty, tuna, hake and halibut). The Ministry works with industry and various government agencies to fully develop the economic potential of fisheries (e.g., sardines), has invested in securing Marine Stewardship Council eco-certification for BC fisheries, and is taking a lead role in value chain traceability with the seafood industry.

The Ministry works closely with the recreational fishing sector on a management advisory body with the DFO (i.e., Sport Fishing Advisory Board). The Ministry also collaborates with communities and recreational fishing stakeholders and DFO to enhance recreational fishing opportunities and generate more benefits for British Columbians (e.g., pink salmon net pens, recreational shellfish harvesting areas, fishing guide training and accreditation).

FEDERAL RESPONSE

Ministry of Fisheries & Oceans

DFO's management objectives are to ensure conservation and sustainable use of the fisheries resource, meet obligations to First Nations, and share any surplus fishery resources between various harvest interests. DFO is committed to continuing to work with the recreational fishing community, through the Sport Fishing Advisory Board, and the commercial fishing industry to manage fisheries in a sustainable manner consistent with established policy frameworks, including established allocation policies. I assure you that DFO's policies are not designed to favour one sector over another.

2009 B126 SAVING WILD SALMON

Tofino

WHEREAS in December 2004, the Province of British Columbia appointed six independent citizens to study the issues and policies to protect and enhance the viability of wild salmon and in 2005 called on British Columbia to have the best managed fisheries bar none;

AND WHEREAS the BC Pacific Salmon Forum Board did fulfill their mandate by using existing and new research, and consultation with a wide range of interests:

THEREFORE BE IT RESOLVED that the provincial government accept and implement the final report and recommendations of the BC Pacific Salmon Forum Board as published in January 2009.

CONVENTION DECISION: NOT CONSIDERED - AUTOMATIC REFERRAL TO EXECUTIVE

EXECUTIVE DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture & Lands

We support in principle what is a great report - the Pacific Salmon Forum took on some very complex and challenging issues and condensed them into key points that provide clarity and direction. Some of the recommendations we can adopt immediately. Others would require major changes in the structure of government. While we support the overall visions presented by the Forum, some of the recommendations limit government's options and provide little flexibility in achieving the spirit and intent of the visions by other possible means.

The Province is working with the federal government to develop a new regulatory framework for finfish aquaculture and to transfer administration for it to the federal government by February 2010. In developing this new framework, the Province will encourage the federal government to review the Forum's salmon farming recommendations. The Province and the federal government have already contributed to a collaborative closed containment feasibility assessment study being undertaken by the Save Our Salmon organization.

The need for improved decision-making in watersheds is unaffected by the Court decision. The Province will work with all levels of government and continue to enhance the effectiveness of its resource decision-making in watersheds through processes such as the Resource Management Committee Program. The RMCP brings

agencies together when resource decisions are being made so that all interests are identified and possible conflicts can be avoided.

2009 B128 RIPARIAN AREA PROTECTION ON PRIVATE FOREST LANDS

Parksville

WHEREAS the study of ecosystem services as they relate to water is still developing and scientists are working to understand human impacts on water and the functions of fresh-water ecosystems in storing, filtering and purifying water;

AND WHEREAS the *Private Managed Forest Land Act* does not impose ecosystem-based riparian regulations and permits selective harvesting to the water's edge on all water courses including fish-bearing streams and community drinking water sheds:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request the provincial government amend the *Private Managed Forest Land Act* to adopt riparian reserves with the goal to maintain and restore the productivity and resiliency of riparian ecosystems by maintaining along a stream or river all the biological and physical characteristics of an undisturbed forest, including both buffering and connectivity.

CONVENTION DECISION: NOT CONSIDERED – AUTOMATIC REFERRAL TO EXECUTIVE

EXECUTIVE DECISION: REFERRED TO ENVIRONMENT COMMITTEE

COMMITTEE DECISION: ENDORSED AS AMENDED

2009 B142 REGULATION & PROTECTION OF USE OF WATERWAYS

North Okanagan RD

WHEREAS the safe, responsible and environmentally sensitive use of our inland waterways for recreational and other purposes is a high priority with many federal and provincial agencies having specific interests and roles in the regulation and protection of these valuable resources;

AND WHEREAS there is no single agency, comprehensive plan, nor adequate regulatory and enforcement framework to sufficiently ensure that these resources are effectively protected and managed for the long term benefit of all residents and users throughout BC;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities (UBCM) requests that the provincial government immediately take a leadership role and initiate an Inland Waterways Task Force, with stakeholder representation including, but not limited to:

- Provincial Ministry of Environment
- Provincial Ministry of Transportation & Infrastructure
- Provincial Ministry of Health Services
- Provincial Ministry of Community Development
- Fisheries & Oceans Canada
- Integrated Land Management Bureau
- Transport Canada Office of Boating Safety
- RCMP
- Various local governments, including First Nations

to review the current recreational, environmental and water quality issues related to the safe, shared use of inland waterways and bring forward a comprehensive plan to better manage, regulate, and enforce the shared use of these valuable resources.

CONVENTION DECISION: NOT CONSIDERED - AUTOMATIC REFERRAL TO EXECUTIVE

EXECUTIVE DECISION:

ENDORSED

PROVINCIAL RESPONSE

Integrated Land Management Bureau

The development of an Inland Waterways Task Force would require cooperation between a number of agencies at several levels of government. Due to the high complexity of the issues involved, careful deliberation among provincial ministries will be necessary to consider the possible composition of and distribution of responsibilities in any such Task Force. Preliminary discussions are being arranged to determine how management of inland waterways may be better addressed.

2008 B42 COALBED METHANE DEVELOPMENT IN BRITISH COLUMBIA'S SACRED HEADWATERS

Prince Rupert

WHEREAS to date there has been no commercial extraction of coalbed methane gas in British Columbia;

AND WHEREAS coalbed methane extraction in other North American jurisdictions has caused significant harm to water, wildlife and rural economies;

AND WHEREAS the Skeena, Nass and Stikine rivers support three of North America's richest wild salmon fisheries, which in turn contribute to Northwest British Columbia's vibrant cultures and economy;

AND WHEREAS the headwaters of the Skeena, Nass and Stikine rivers is home to robust populations of large mammals including stone sheep, grizzly bears, and Osborne caribou, which have been shown to be sensitive to landscape fragmentation caused by linear developments such as roads and pipelines;

AND WHEREAS Shell Canada Energy, a wholly owned subsidiary of Royal Dutch Shell, is planning to drill exploratory coalbed methane wells at the headwaters of the Skeena and Stikine rivers, for the purpose of determining the extent and feasibility of the resource:

THEREFORE BE IT RESOLVED that the British Columbia government

- Immediately suspend coalbed methane exploration in the Klappan-Groundhog tenure area;
- Engage in comprehensive consultations with all residents of the Skeena, Nass and Stikine watersheds and estuaries; and
- Not proceed with coalbed methane development in the Klappan-Groundhog area until there is compelling evidence of environmental safety, such that the majority of residents in the region are satisfied such development does not jeopardize their values and existing economic activities.

CONVENTION DECISION:

ENDORSED

PROVINCIAL RESPONSE

Ministry of Energy, Mines & Petroleum Resources

The Energy Plan encourages coalbed gas (CBG) development with the intent of demonstrating that B.C. is leading socially and environmentally-responsible CBG exploration and development. Proponents wanting to develop CBG will not be allowed to surface discharge any produced water. Any re-injected produced water must be injected well below domestic water aquifers.

Shell Canada Ltd. (Shell) has agreed to suspend all oil and gas exploration activity in the Klappan.

Government has facilitated this by specifying in an amendment to Shell's tenure agreement that there be no activity for two years. The Province of British Columbia commits through the amended tenure agreement to ensuring that First Nations have sufficient information about the development process in order to assess any impacts on their traditional territory. The tenure amendment additionally commits government to ensuring that sufficient baseline regional water quality data is available prior to development proceeding.

Coalbed gas development in the province has now reached commercial production. Projects reaching commercial production demonstrate that coalbed gas development can proceed in a socially and environmentally responsible manner to the benefit of communities and the people of British Columbia.

2008 B143 LNG TANKER TRAFFIC BAN IN GEORGIA STRAIT

Powell River RD

WHEREAS the waters of Georgia and Malaspina Straits provide a vital habitat for diverse bird and fish species, a corridor for commercial and recreational marine traffic and an attraction for upland settlement;

AND WHEREAS WestPac LNG is soliciting interest to build an LNG import facility and associated 600MW gas-fired electricity generating plant on Texada Island, which will involve the passage of a significant number of LNG tankers in the Georgia Strait, which will interfere with existing marine traffic, put at risk these ecologically important and sensitive inland waters, and negatively impact upland development along this route:

THEREFORE BE IT RESOLVED that the UBCM urge the federal government to ban the passage of LNG tankers in the waters of the Malaspina, Georgia, Juan de Fuca and Haro Straits, and Boundary Pass.

CONVENTION DECISION: ENDORSED AS AMENDED

2007 B30 PROVINCIAL INVASIVE PLANT CONTROL

Okanagan-Similkameen RD

WHEREAS the spread of invasive plants threatens our ecosystems, reduces biodiversity, reduces water quality and fish habitat, destroys valuable wildlife habitat and costs the British Columbia economy millions of dollars each year in agriculture and tourism;

AND WHEREAS Crown lands and provincial highways are a conduit for transporting invasive plants and their seeds and these lands have seen a dramatic decrease in provincial funding allocated to invasive plant management:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities lobby the provincial government to provide the necessary financial resources to its ministries to increase the level of invasive plant management on provincially managed lands and right-of-ways.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture & Lands

Over the past few years, (fiscal 2003/04 through to 2006/07), government has significantly and progressively increased funding to invasive plant prevention and management on Crown land in the Province of British Columbia (Province) as compared to the proceeding several years (1996/97 to 2002/03)

96/97	\$2.4 million
97/98	\$1.95 M
98/99	\$2.15 M
99/00	\$1.7 M
00/01	\$1.95 M
01/02	\$1.8 M
02/03	\$1.76 M
03/04	\$3.975 M
04/05	\$4.3 M
05/06	\$4.2 M
06/07	\$5.2 M

This increased funding has enabled government to respond to critical needs, intensify its management efforts in key areas, develop some effective management tools and implement innovative and strategic approaches including:

- *the Corrections Program, which has 7 crews from 6 corrections centres throughout British Columbia removing high priority invasive plants;*
- *the Community Weed Pull Pilot, which has community groups in 4 regions (Northwest, Peace, Cariboo and Central Kootenays) hand-pulling priority invasive plants from riparian areas and other areas that cannot be treated with herbicides for a small honorarium. This creates great local awareness of the issue from participants and media reports;*
- *significantly improved inventories in provincial parks;*
- *development of baseline data on invasive plant distribution, management, risks and gaps for the Province; and*
- *conducting economic and environmental impact analysis on invasive plants in the Province.*

Government is now turning its attention to developing and implementing a comprehensive and sustainable long-term invasive plant management strategy for the Province. Critical elements of this strategy include:

- *supportive policy framework;*
- *defined performance framework;*
- *long-term funding plan;*
- *public education/awareness plan;*
- *prevention, compliance and enforcement plan;*
- *research plan; and*
- *stakeholder communication plan.*

Consistent with the above intention, the Province sponsored two 3-year pilots with regional districts and local weed committees (North West and East Kootenays) to evaluate the efficacy of single agency delivery models for invasive plant management. A review is underway that will contribute to discussions on future steps for these pilots, and identify effective approaches for delivery.

2007 B171 GLASS SPONGE REEFS

Comox-Strathcona RD

WHEREAS reef-forming glass sponges were thought to have gone extinct during the age of dinosaurs millions of years ago, but recent discoveries show that reefs of these living rare glass sponges exist in nine places along the coast of BC;

AND WHEREAS these are the only known glass sponge reefs in the world and 50% of the reefs in Hecate Strait have been destroyed by trawling activities, with research indicating that those sections of the reefs may never regenerate;

AND WHEREAS the federal government closed the reefs to bottom trawling in 2002 by implementing fishing closures, but these closures must be renewed annually and do not provide permanent legislated protection:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the federal Minister of Fisheries and Oceans implement permanent legislated protection to protect the glass sponge reefs along the coast of BC.

CONVENTION DECISION: ENDORSED

2006 B31 DEFINITION & MAINTENANCE OF DRAINAGE DITCHES Kent

WHEREAS the Department of Fisheries and Oceans directives view all agricultural drainages as potential fish habitat;

AND WHEREAS maintenance of agricultural drainage ditches according to the Department of Fisheries and Oceans standards impairs the drainage function of the ditches:

THEREFORE BE IT RESOLVED that the federal Department of Fisheries and Oceans be requested to identify the difference between natural streams and engineered ditches designed to drain agricultural land and allow unrestricted maintenance of drainage ditches.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Ministry of Fisheries & Oceans

Resolution B31 seeks to identify the difference between natural streams and engineered ditches designed to drain agricultural land. DFO habitat staff in Pacific Region have been collaborating with the provincial staff of what is now the Ministry of Agriculture and Lands for some years in providing advice and information, as well as drafting and editing the British Columbia Agriculture Practices Guidebooks.

These guidebooks were written as companion documents to the Canada-British Columbia Environmental Farm Plan Program. The Drainage Management Guide, which addresses your request, can be found online at:

www.agf.gov.bc.ca/resmgmt/EnviroFarmPlanning/EFP_Drainage_Mgmt_Guide/Drainage_Management_Guide.pdf

It provides guidance on differentiating between natural streams and engineered ditches, and explains that maintenance of constructed ditches can “proceed with minimal agency contact providing that the timing windows and guidelines that are outlined in the management guide are followed.” UI encourage interested local governments to call the local Ministry of Agriculture and Lands office if they require assistance with the Guide, and the local DFO office for information and guidance regarding drainage maintenance within natural streams, channelized streams, and constructed ditches within farm lands.

2006 B123 CLOSED CONTAINMENT DEMONSTRATION PROJECTS FOR SALMON FARMING Comox-Strathcona RD

WHEREAS the Minister of Fisheries and Oceans has rejected a proposal by the Comox-Strathcona Regional District to investigate the development of closed containment demonstration projects for salmon farming because the Ministry believes that land-based salmon farming is uneconomical;

AND WHEREAS a demonstration project may assist in developing more environmentally and economically sound methods of fish farming, with collected fish waste actually proving to be a valuable resource and byproduct for this industry:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities work with the Government of Canada to secure further research and development funds to operate a closed containment demonstration project on Vancouver Island, which could thoroughly research the environmental and economic benefits of closed containment fish farming.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Ministry of Fisheries & Oceans

Resolution B123 concerns closed-containment aquaculture. DFO is currently evaluating scientific and economic factors related to current closed-containment technologies to gain baseline information on this method of aquaculture. DFO will then be in a better position to provide advice for such research.

2006 B151 OPEN-NET FISH FARMING

Hazelton

WHEREAS viable wild salmon stocks are a vital component for the economic, cultural and social health of many communities in BC;

AND WHEREAS the Legislative Assembly appointed a Special Committee on Sustainable Aquaculture on Feb. 20, 2006 to examine, inquire into and make recommendations with respect to sustainable aquaculture in BC, including the environmental impacts of the aquaculture industry in the province, and to also solicit and consider written and oral submissions from any interested person or organization;

AND WHEREAS examining the economic and environmental impacts of open-net fish farms on wild salmon stocks, the marine environment and BC's coastal and isolated communities is part of the Special Committee considerations;

AND WHEREAS the provincial government approved a new open-net fish farm in April 2006 while the Special Committee was in the midst of making its examination and inquiry that will lead to recommendations in its final report:

THEREFORE BE IT RESOLVED that the provincial government be requested to place a moratorium on any expansion of open-net fish farming on the BC coast until the Special Committee on Sustainable Aquaculture reports to the House no later than May 31, 2007.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture & Lands

The Special Legislative Committee on Sustainable Aquaculture (Committee) was formed earlier in 2006 to focus on salmon farming and work with the Pacific Salmon Forum and others to identify viable improvements to our aquaculture industries that balance economic goals with environmental imperatives. The Committee is to report to the Legislature no later than May 31, 2007. The Province of British Columbia (Province) is proceeding with caution and looks forward to receiving the recommendations of the Committee so that the Ministry can

continue to improve our approach to having both farmed and wild salmon for the benefit of all British Columbians.

The Province of British Columbia's (Province) approach to aquaculture is a precautionary one based on the best science and the public's expectation that the Province's aquaculture industry be managed in a sustainable fashion with wild stocks and the environment protected. On August 3, 2006, the Ministry of Agriculture and Lands released its 2004/05 Compliance and Enforcement report; it showed very high compliance within the industry, in the 90-100 per cent range. On December 6, 2006, the Ministry released its 2003-2005 Fish Health Report. It is the most comprehensive farmed fish health report ever done in North America and it shows the Province's results-based regulatory regime is working.

With further improvements each year, and a commitment to innovation, the Province will reach its goal of leading the world in sustainable environmental management, with the best air and water quality and the best fisheries management, bar none.

2005 B38 SALMON ENHANCEMENT PROGRAM

Comox-Strathcona RD

WHEREAS the salmon resource is of the highest social, cultural and economic value to the people and local governments within the boundaries of the Regional District of Comox-Strathcona;

AND WHEREAS the recent funding and production cuts to Fisheries and Oceans Canada Salmon Enhancement Program threaten the future of the salmon resource, and the social, cultural and economic value derived from it;

AND WHEREAS these cuts to funding and production were implemented by the Fisheries and Oceans Canada Minister and his Pacific Region staff without public consultation or proper public disclosure prior to these cuts to funding and production of salmon fry for release:

THEREFORE BE IT RESOLVED that the UBCM request that the Prime Minister of Canada direct the Minister of Fisheries and Oceans Canada to maintain the current 25 million dollar funding level with a commitment to increasing future funding and to stop any funding or production cuts to the Salmon Enhancement Program;

AND BE IT FURTHER RESOLVED that the UBCM also request that the Prime Minister of Canada direct the Minister of Fisheries and Oceans Canada to initiate no substantive changes to the Salmon Enhancement Program funding or production without a thorough and rigorous consultation process with local government, interest groups and all fisheries stakeholders.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Department of Fisheries & Oceans

Resolution B38 asks DFO to maintain current funding levels for the Salmonid Enhancement Program (SEP) at \$25 million. I can confirm that SEP is an important element of DFO's efforts to rebuild, enhance and conserve salmon stocks in the Pacific Region. The Department has maintained spending on the program at a level of \$25 million for the past several years even though this is above the annual budget allotted for this program. Regional staff continue to review ways to ensure that SEP operates efficiently and effectively at approximately the current level of spending.

Department of Fisheries & Oceans [response to FCM letter]

Fisheries and Oceans Canada (DFO), both nationally and in the Pacific Region, is currently reviewing ways to ensure that SEP, as well as other programs, operates efficiently and effectively within its means. SEP is an important element of DFO's effort to rebuild, enhance, and conserve fish stocks in the Pacific Region.

However, since 1996 the level of expenditure on SEP has exceeded the allocated budget by over \$4.0 million dollars - to the possible detriment of other valuable programs.

Until a final decision is made on longer-term funding levels for SEP, we are seeking ways to manage this program with minimal disruption to other programs. In 2004, some reductions were made to salmon production in some hatcheries as part of regular annual adjustments in production and to meet budget goals.

DFO reduced production of coho and chinook salmon where the wild runs of these stocks were strong or where there was significant surplus production at a hatchery, thus minimizing the impact on fisheries. As well, some chum production was reduced.

Fisheries and Oceans Canada has received numerous proposals from First Nations, community groups, or stakeholders in recent years regarding the co-management of SEP facilities. As part of the review of SEP, the department is exploring options with various groups in order to respond to such proposals.

At this point, the SEP program is being supported by DFO at the current program funding level. I expect that staffing levels and funding in 2005-06 will be similar to those in 2004-05.

OTHER RESPONSE

Federation of Canadian Municipalities

This resolution was adopted as Category "B" resolution at a 2005 meeting of the FCM National Board of Directors and was conveyed to the federal Minister of Fisheries and Oceans.

2005 B128 PRAWN FISHERY QUOTA

Powell River RD

WHEREAS the economies of many coastal communities are suffering from declines in production and employment traditionally provided by resource industries;

AND WHEREAS fisheries quota systems typically concentrate on licenses, employment and revenue in fewer hands and away from smaller centres:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities petition the Minister of Fisheries and Oceans to consult with affected communities on the proposal to introduce a quota system in the BC prawn fishery or other BC Fisheries as it will reduce employment and revenues in many coastal communities when other options, other than a quota, may be available.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Fisheries & Oceans Canada

Resolution B128 requests that Fisheries and Oceans consult with affected coastal communities regarding any possible introduction of a quota system into the prawn-by-trap fishery. The industry representatives elected by the prawn-by-trap sector unanimously decided in late 2005 to discontinue consideration of quota systems in this fishery at this time, as it was divisive within the community of prawn-by-trap fishers.

As I stated in my response to Resolution B37, the views of coastal communities are important to the federal government, which is why DFO has and will continue to provide opportunities for coastal community advice on significant changes to fisheries management, and to consider their views in final policy decisions. Should a quota management framework be reintroduced for consideration in this fishery in the future, opportunities for coastal community advice will be provided, as they are with other fisheries. Indeed, the Powell River Regional District may be interested to know that the Prawn Sectoral Committee meetings are open and that municipalities can attend. The lead Resource Manager for the prawn-by-trap fishery will be able to assist with details. His number is (250) 756-7233; meeting details are also available on Pacific Region's consultation calendar at:

http://www-comm.pac.dfo-mpo.gc.ca/pages/consultations/consult_e.htm

2004 B24 PROPOSED LIFTING OF MORATORIUM ON PACIFIC WHITING (HAKE) THREATENS ON-SHORE PROCESSING Alberni-Clayoquot RD

WHEREAS the Regional District of Alberni-Clayoquot has invested millions in the development of the on-shore hake processing industry with a view to diversifying economies hard hit by downturns in the forest industry;

AND WHEREAS the Canadian Government Department of Fisheries and Oceans, which declared a moratorium on the Joint Venture Hake fishing vessels in Canadian waters, is considering lifting the moratorium to facilitate an increase in the Total Allowable Catch, which will likely result in the closure of the plants in the Alberni-Clayoquot region and the loss of approximately 500 jobs and hundreds of thousands of dollars to the municipalities:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities support the retention of the moratorium on Joint Venture vessels in BC and communicate a strong message to the Government of Canada Department of Fisheries and Oceans and the BC Ministry of Agriculture, Fisheries and Food that affected communities must be fully consulted prior to any further decision regarding this fishery.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture, Food & Fisheries

British Columbia reaffirms its support for onshore jobs for BC communities and remains committed to the importance of shore-based hake processing.

In fact, Minister of Agriculture, Food and Fisheries John van Dongen, committed to the Alberni-Clayoquot Fisheries Committee at a meeting on August 9, 2004 that for our part, the Province would ensure that we consult with them prior to any decision on joint venture factory ships.

The Minister also recognized that to deny a joint venture fishery for this year would be a major loss of in excess of \$12 million dollars for the harvesting sector.

This year there was a very large Total Allowable Catch (TAC) for hake announced by the federal government. Because there wasn't the capacity in on-shore plants to process all the TAC, the federal government made some of this large catch available to offshore processing.

However, the Minister provided a strong message to the federal Minister that British Columbia agreed to the allocation of hake to the joint venture only because of the unusual size of the hake Total Allowable Catch.

He also made it clear that BC hopes to see a return to all-onshore allocation in 2005.

FEDERAL RESPONSE

Fisheries & Oceans Canada

Resolution B24, regarding “Proposed Lifting of Moratorium on Pacific Whiting (Hake) Threatens On-Shore Processing”, does not acknowledge the fact that the use of foreign at-sea processors was reinstated, for one year, starting July 1, 2004. I recognize that my predecessor, the Honourable Robert G. Thibault, announced a three-year plan on May 30, 2002, that allocated the entire total allowable catch (TAC) to on-shore processors. Since that time, however, marketing factors for hake changed quite dramatically. I understand that two of the on-shore hake processing plants did not plan to operate in 2004 and the on-shore requirements for hake were unlikely to exceed 50,000 tonnes. Unfortunately, these closures occurred in a year when a substantial increase in Pacific hake biomass was occurring, giving Canada a TAC of 134,372 metric tonnes.

The hake harvesting sector requested that DFO carry out a review of the current allocation policy for hake. Fisheries managers thus consulted with stakeholders throughout March and early April 2004. I approved a hake fishery management plan that included a joint-venture component resulting from these consultations, to deal with the TAC that was over and above the estimated 50,000-tonne requirement of onshore processors. This allocation also had the approval of British Columbia’s Ministry of Agriculture, Food and Fisheries. Since the three-year management plan approved by Minister Thibault ends in 2004, I will keep your resolution in mind when I review the proposed hake fishery management and allocation plan next year.

2004 B112 REDUCTION OF PHOSPHATES IN MUNICIPAL WASTEWATER

Lake Cowichan

WHEREAS the discharge of phosphate nutrients causes the eutrophication of valuable fish bearing streams and pollutes drinking water;

AND WHEREAS local governments face considerable costs in having to comply with required phosphorous concentration guidelines:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the provincial government to implement measures to discourage the use of phosphate detergents and encourage phosphorous-free alternatives, through such measures as environmental taxes or rebates.

CONVENTION DECISION: **ENDORSED**

PROVINCIAL RESPONSE

Ministry of Water, Land & Air Protection

The Ministry of Water, Land and Air Protection recognizes the intention of the resolution that the province encourage the use of phosphorous-free detergents. To this end, the ministry will ask the Ministry of Finance to consider the Union of British Columbia (UBCM) proposal that tax-incentives be used to reduce the volume of phosphates. The ministry also supports the development of effective LWMPs to manage site-specific environmental concerns related to domestic wastewater and nutrient-risk surface runoff discharging into provincially significant watercourses.

2004 B113 PROPOSED SCOTT ISLANDS MARINE PROTECTED AREA

Port Hardy

WHEREAS Environment Canada wishes to establish a Federal Marine Protected Area around the Scott Islands;

AND WHEREAS the Protected Area may include a massive section of the southern Queen Charlotte Basin;

AND WHEREAS the Protected Area may exclude existing fishing opportunities, vessel traffic and impact future resource development in the Basin:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities strongly recommend to Environment Canada that the current provincially protected status of Scott Islands remain as it is and that the Ministry conduct additional studies towards minimizing bird/human conflicts in the surrounding ocean.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Water, Land & Air Protection

The Ministry of Water, Land and Air Protection will continue to maintain the Scott Islands as a protected area and supports the development of additional management strategies to protect breeding bird populations by the CWS.

The province's view continues to be that this initiative must be coordinated with other land use and marine planning initiatives, competing values, including economic values, First Nations and local government interests. We support in principle the concept of a Marine Wildlife Area providing it results in a cooperative, balanced management regime to protect the foraging area for the significant breeding bird populations of the ecological reserves on the Scott Islands in addition to the economic and social interests of the communities whose livelihood is dependent upon the resources in this area.

FEDERAL RESPONSE

Environment Canada

The Canadian Wildlife Service is taking a collaborative approach to developing the Scott Islands Marine Wildlife Area (MWA) to conserve the seabird populations within a broader framework of sustainable management of British Columbia's coastal and marine resources. This approach will provide greater certainty, stability and opportunity for coastal communities, as well as ensure the long-term protection of these globally significant seabird populations.

The Scott Islands MWA proposal is being pursued as part of a joint federal/provincial approach to marine conservation under the Canada-British Columbia Memorandum of Understanding on the Implementation of the Oceans Strategy for the Pacific Region. Environment Canada recognizes the concerns expressed by local governments, and is committed to doing economic and resource assessments. The Department is also working with other federal, provincial and industry representatives to consider interim measures that will enhance protection of seabirds in their foraging areas at sea and on the Scott Islands themselves. It is not my intention to exclude existing fishing opportunities or vessel traffic, and I foresee a management framework in the long term that will permit economic activities that do not pose an unacceptable risk to seabird populations.

2004 SR2 ENVIRONMENT POLICY DEVELOPMENT

UBCM Executive

WHEREAS it is recognized that collaboration between the provincial government and local government is necessary to manage the complex and challenging issues of environment management,

AND WHEREAS that collaboration is supported by the Protocol on Principles for Sharing Environmental Responsibilities between the UBCM and the provincial government which fosters ongoing communications and cooperation and also sets out a principle of liability protection that states "Any devolution of authority or responsibility should provide local government with protection from any liability arising from the delivery of Provincial programs or standards when acting in good faith and without negligence";

AND WHEREAS the Ministry of Water, Land and Air Protection has established a new approach to environment policy which focuses on:

- Shared Stewardship and Risk Based Approach,
- Partnerships and Compliance,
- Liability and Use of Qualified Professionals;

and is informing the development of several new policies, legislation and regulations;

AND WHEREAS the new approach to environment policy has not fully addressed several of local governments specific interests or concerns around protection of local government liability respecting the use of qualified professionals in delivery of regulatory programs:

THEREFORE BE IT RESOLVED that the provincial government provide local government with clear protection from liability when following due process in the delivery of a provincial regulation or policy, including but not limited to the areas of:

- checking or not checking the qualifications of a declared qualified environmental professional;
- carrying out regulatory authority, including approving permits that rely on the report of a qualified professional;
- accepting site profile reports;
- development delays due to disputes or amendments to a qualified professional report;
- accepting amendments to the SPEA recommendations by a qualified professional based on requirements of other environment legislation or site development constraints;
- performing or not performing monitoring or evaluation of the implementation of qualified professional prescriptions;
- subsequent damages to fish habitat, developer interests, subject site or neighbouring sites due to development that has been approved or proceeded based on faulty or incomplete qualified professional reports;
- that for the purposes of accountability, it be clearly outlined where local government bears responsibility for decisions and outcomes in the site development approvals process when using qualified professionals.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Water, Land & Air Protection

The ministry is aware of local government's concerns around liability management. The issue impacts many programs within the ministry and needs to be addressed on a program by program basis. As you are no doubt aware, the ministry has worked with local government to address liability in the Riparian Areas Regulation. Staff have also worked on this issue in the Environmental Management Act with respect to contaminated sites. Integrated pesticide management program staff will be working with stakeholders to produce guidelines for the use of qualified monitors, and the ministry has provided tools to allow local government to manage development within floodplains.

These guidelines and tools are designed to protect public health and safety and fish habitat values. I would like to take this opportunity to encourage all members of UBCM to make full use of these guidelines and tools when assessing and using reports or advice from qualified professionals. The ministry's expectation is that any qualified professionals retained by local governments to provide advice in these areas will themselves also consider the guidelines provided by the ministry, when they prepare advice for their clients. Making effective use of the guidelines will provide the best protection from the risk of liability.

2003 B23 OIL TANKERS

Coquitlam

WHEREAS recent global ecological catastrophes such as the one caused by the sinking of the single-hull oil tanker "Prestige" off Spain's Northern Coast have occurred;

AND WHEREAS single-hulled tankers, which have no additional outer casing to protect against ruptures, enter waters off our coast frequently;

AND WHEREAS the United Nations ban on single-hulled tankers may not be fully operational until 2015;

AND WHEREAS the European Union has taken stringent actions to prohibit the use of these economically and ecologically disastrous vessels;

AND WHEREAS preventative measures are generally far less costly (financially, economically, socially and ecologically) than restorative or reactive activities;

AND WHEREAS the Pacific and Fraser River Salmon Fishery, one of the greatest in the world, is an economic driver in the Lower Mainland and the rest of British Columbia and is highly vulnerable to (single-hulled) oil tanker spills;

AND WHEREAS the Fraser River Estuary, a significant flyover for thousands of birds and Georgia Strait and Burrard Inlet, home to hundreds of unique marine species, are directly exposed to tanker traffic carrying dangerous goods:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities strongly encourage the Federation of Canadian Municipalities and the federal Minister of Environment to ensure the necessary steps are taken to protect our shorelines and fisheries, and encourage the federal government to consider the European stand and promote safe and clean shipping in Canadian waters.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Environment Canada

The European Union (EU) has taken action following the sinking of the Prestige off the Spanish coastline, to reduce the risk of accidental oil pollution in European waters. For example, on October 21, 2003, the EU's regulations banning single-hulled tankers from carrying heavy fuel-oil and accelerating the phase out of single-hulled ships came into effect.

Environment Canada was part of a federal government delegation attending meetings of the International Maritime Organization (IMO) Council, Assembly and Marine Environment Protection Committee from November 24 to December 5, 2003. International measures to accelerate the phase-out of single-hulled tankers were adopted.

At the IMO meetings, the Government of Canada pursued the elimination of substandard ships, notably through better tanker inspections (known as the condition assessment scheme); supported efforts to make Flag States more accountable, through the early adoption of a Flag State Implementation Code and a model audit scheme; and participated in the IMO approval of guidelines for ports of refuge, to ensure efficient and effective decision-making to deal with tankers in distress.

OTHER RESPONSE

Federation of Canadian Municipalities

The resolution was adopted as part of the Consent Agenda at the September 2003 meeting of the National Board of Directors. The resolution was sent to the federal Minister of the Environment.

2003 B32 PROVINCIAL CONSERVATION OFFICERS

Fraser-Fort George RD

WHEREAS the fish and wildlife resources of North Central British Columbia provide a vital component of the economic and social fabric of the region by providing sustenance, recreation and aesthetic benefits to the residents, and by attracting significant tourism activities;

AND WHEREAS the provincial fish and wildlife populations and their habitats are coming under increasing pressures which threaten species abundance and survival;

AND WHEREAS the provincial government is making sweeping changes to wildlife management in a number of areas, including proposing fish and wildlife harvesting rights in Aboriginal treaties - changes which will require increased monitoring and enforcement efforts;

AND WHEREAS earlier provincial government cut backs have reduced the number of conservation officers in the field, while expecting them to adequately monitor and enforce activities throughout impossibly large tracts of land:

THEREFORE BE IT RESOLVED that the provincial government increase the number of conservation officers in the field so that adequate monitoring and enforcement of fish and wildlife harvesting activities can be provided.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Water, Land & Air Protection

The Conservation Officer Service (COS) is staffed by professional, well-trained Conservation Officers (CO's) in communities throughout the province. CO's continue to do their job: enforcing environmental and wildlife laws that protect human health and ensure conservation.

The COS is now doing things differently – more efficiently and more effectively. Through the implementation of a provincial COS call-centre, COs in every part of the province have been freed from the task of answering routine telephone calls and are able to maximize their time in the field protecting human health and the environment.

2003 B88 LOCAL CONSULTATION ON AQUACULTURE

Nanaimo RD

WHEREAS the proposed changes for aquaculture in provincial government legislation will have an impact on all coastal regional districts and municipalities;

AND WHEREAS the Ministry of Agriculture, Food and Fisheries has indicated that consultation on this topic will take place only through discussions with the Union of BC Municipalities:

THEREFORE BE IT RESOLVED that the provincial government's mandate of job creation and revitalizing the economy consider all sectors of the economy that rely on coastal resources as well as implications for protection of the natural environment and the need to avoid conflicts with neighbouring uses such as residential settlement on the waterfront and other land uses that are currently recognized by local government Official Community Plans.

CONVENTION DECISION: ENDORSED

2002 B35 SMALL CRAFT HARBOURS FACILITIES

Tofino

WHEREAS coastal communities of British Columbia rely on the Small Craft Harbours facilities owned by Federal Fisheries, and those facilities are vital to the heritage and economic well being of these communities;

AND WHEREAS coastal communities of British Columbia have suffered great losses from significant reduction in commercial fishing opportunities and have had to attract new industries and uses of these facilities to survive;

AND WHEREAS that these new industries using the Small Craft Harbours facilities are integral to the working harbour heritage of coastal communities;

AND WHEREAS the Small Craft Harbours (SCH) Branch of Federal Fisheries currently have a policy that their facilities must be owned for commercial fishing purposes, or be disposed of;

AND WHEREAS any facility not owned by the federal government that is used for commercial purposes, would be subject to BC Assets and Lands commercial lease rates making those facilities uneconomical to operate:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities respectfully request that the Small Craft Harbours Branch revise their policy to include more broad commercial uses that are indicative of coastal communities of British Columbia.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Fisheries & Oceans Canada

The mandate of Small Craft Harbours, Department of Fisheries and Oceans (DFO) is to maintain a network of core fishing harbours that are essential to [keeping] the fishing industry open and in good repair. Policies in place support this mandate as well as the objectives of this Department, hence our policy to divest of recreational harbours as well as derelict and low-activity fishing harbours.

Small Craft Harbours recognizes the vital role that harbours and the industries that use them have in the economic and historical lives of many Canadian communities. The Department is presently reviewing its mandate to align it more closely with the broader needs of harbour users, and the role of the Department in supporting economic interests in oceans and inland waters. The needs of all commercial fishers and those of other maritime industry users will be taken into consideration by the DFO in this review.

Fisheries & Oceans Canada [response to letter from Federation of Canadian Municipalities]

Thank you for your letter of May 9, 2003, requesting the broadening of the government's ports divestiture policy's definition of commercial uses indicative of coastal communities and for providing recommendations as to how to do so.

I am aware, as you explained, of the problems facing users of provincially owned harbour facilities in British Columbia. However, lease rates from divested harbours are to be negotiated between the users and the BC Assets and Land Crown Corporation.

In response to your request pertaining to the broadening of the definition of "commercial uses", the Small Craft Harbours (SCH) Program's current mandate is to keep harbours critical to the fishing industry open and in good repair. The harbour divestiture policy was developed with this mandate in mind. However, Fisheries and Oceans Canada is also concerned about better conditions for all fishers across British Columbia as well as in all of Canada, including those operating from harbours not owned by the Department. To do so, the SCH Program mandate is being examined and preliminary indications will be available in late fall of 2003.

OTHER RESPONSE

Federation of Canadian Municipalities

Categorized as "B" (i.e. the intent of the resolution deals with a local/regional municipal issue) and endorsed by the FCM Board.

2002 B79 CANADIAN COAST GUARD – RIVER NAVIGATION

Kamloops

WHEREAS the Canadian Coast Guard has jurisdiction over navigation aids in designated navigable waters;

AND WHEREAS the Canadian Coast Guard has installed and currently maintains navigational aids and, in particular, 105 buoys and 10 day markers in the Thompson River;

AND WHEREAS the current policy of the Canadian Coast Guard does not support the installation of new navigational aids and is encouraging groups to install private navigation aids in designated navigable waters;

AND WHEREAS the Canadian Coast Guard is looking at privatizing existing navigation aids:

THEREFORE BE IT RESOLVED that the FCM request the Minister of Fisheries and Oceans to not allow the privatization of navigation aids and further that the Department provide funds that would allow the Canadian Coast Guard to install new navigation aids in navigable waters as well as to maintain existing navigation aid.

CONVENTION DECISION: ENDORSED & CONVEYED TO FCM

FEDERAL RESPONSE

Fisheries & Oceans Canada

It is the practice of DFO to continually review the provision of services to ensure that resources are used effectively, efficiently and in accordance with national standards. In line with this practice, DFO has a policy that specifies the conditions under which Canadian Coast Guard (CCG) short-range marine aids services may be established or discontinued.

For example, under the current policy, the CCG provides aids to navigation services in adequately charted waterways only. Exceptions to this policy occur to allow re-supply of isolated communities that are dependent

upon marine transportation (i.e., where the majority of their re-supply of bulk items such as fuel, lumber, etc. must be delivered by marine mode) or for harbours that predominantly serve commercial fishers.

Without charts and local knowledge, it is impossible to ensure that the channel and all hazards are accurately marked. In uncharted areas such as the Thompson River, to avoid removal of existing aids to navigation, the equipment and technical assistance are offered free of charge to local organizations such as municipalities, marinas and non-profit organizations interested in taking over and operating the service under the Private Buoy Regulations. Since 1996, many transfers of aids to navigation were made to local communities across the country without affecting marine safety.

As you may know, the CCG currently provides approximately 18,000 aids to navigation in Canada. Let me reassure you that there is no plan to privatize all these 18,000 aids to navigation. The privatization process, such as in the case of the Thompson River, is pursued under the review process described earlier. The Department is committed to continuing the operation of all CCG aids to navigation that fall under the current provision policy.

OTHER RESPONSE

Federation of Canadian Municipalities

Categorized as "D" (i.e. an issue that is already FCM policy and has been dealt with by FCM within the last three years).

2002 LR3 CANADIAN COAST GUARD SERVICE

Richmond

WHEREAS the Canadian Coast Guard is responsible for marine rescue in the Fraser Delta and the critical approach area of the Vancouver International Airport, wherein the Canadian Coast Guard has the exclusive mandate and responsibility to provide an adequate level of service, including amphibious, dive-rescue capability;

AND WHEREAS the recent capsizing of the fishing vessel, Cap Rouge II, resulting in the tragic loss of five lives demonstrates the critical shortcomings of the Coast Guard's capabilities and response;

AND WHEREAS the hovercraft service is about to be dramatically reduced by the removal of hovercraft 045 from operational service:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities petition the federal government to provide, as soon as possible, a modern, suitably equipped and staffed Coast Guard service, including hovercraft, capable of meeting the service needs of the Fraser Delta and similarly all service areas across the province.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Fisheries & Oceans Canada

The CCG [Canadian Coast Guard], in cooperation with our partners such as the Canadian forces, saves about 3,100 people annually in Canada, 1,500 in British Columbia alone. We save more than 97% of lives at risk in our waters each year. In support of this search and rescue mandate, the CCG will maintain the Sea Island hovercraft unit as a key part of the maritime search and rescue infrastructure in this area.

WHEREAS the coastal communities of British Columbia are reliant on the nearby sea resources;

AND WHEREAS the *Oceans Act* specifically references the needs of coastal communities in the development and diversification of adjacent sea resources;

AND WHEREAS the United Nations policy concerning straddling stocks references that if shore capacity exists then there is no need for offshore sales to be allowed:

THEREFORE BE IT RESOLVED that UBCM recommend the following:

- that the Federal Government re-open the three-year agreement concerning the selling of the hake resource to offshore vessels within our two hundred mile limit, which agreement expires in 2002; and that the Minister of Fisheries and Oceans adopt and implement the recommendations put forward in the position paper on Pacific Hake processing authored by the Regional District of Alberni-Clayoquot, namely:
 - redefine the term "shore-first priority" for fish deliveries to make it a true short-first priority;
 - permit shore-based plants to buy American Hake when necessary;
 - incorporate representation from communities of Alberni-Clayoquot in the decision making process associated with the hake resource;
- that this issue be addressed within the independent review of fisheries consultative processes established by the Federal Government;
- and that UBCM support and recommend the adoption of the policy position put forth in Pacific Hake Processing position paper.

CONVENTION DECISION: ENDORSED

FEDERAL RESPONSE

Ministry of Fisheries & Oceans

First and foremost, let me assure you that Fisheries and Oceans Canada's (DFO) policy on hake is to ensure that Canadians receive maximum economic benefits from the hake resource. Our objective is to achieve a fully Canadianized fishery where both the harvesting and processing sectors are viable. Therefore, since 1991, DFO's hake policy has provided priority access to the onshore sector as a means of achieving this goal.

Following the 1998 season, hake fishermen, licence holders and others in the industry requested a review of the Department's hake allocation policies. While all parties could not reach a consensus, it was agreed that it was important to have all available fish harvested.

In 1999, Minister Anderson announced a three-year joint venture (JV) allocation policy. The sharing formula allocates the first 50,000 tonnes of Total Allowable Catch (TAC) to shore-based processing with the remaining TAC allocated 50% to at-sea processing and 50% to reserve, with the first priority for the reserve given to the needs of shore-based processors. All stakeholders understood and accepted that this arrangement would be in place for 1999, 2000 and 2001.

As announced on August 24, 2001, Canadian onshore processors have been allocated the entire reserve. This decision will help support jobs and sustainable development in British Columbia's coastal communities.

This is the last year of the three-year arrangement and, consistent with the 1998 commitment, an independent review will be conducted. The review will involve a detailed evaluation of the current hake allocation and will include advice on allocation policy for the 2002/2003 season and future years.

The Coastal Fisheries Protection Regulations have also been amended to allow deliveries of hake by American vessels to Canadian pots on the Pacific Coast.

2001 B87 EXPANSION OF SPAWN-ON KELP LICENCES

Skeena-Queen Charlotte RD

WHEREAS the Spawn-on-Kelp fishery provides critical economic benefits to a number of northcoast communities and individuals, and production levels are a key component of ensuring a good market price and recent reviews of the fishery by Department of Fisheries and Oceans and the Spawn-on-Kelp Operators Association (the association of license-holders) have led to a policy whereby any expansion of licenses would be predicated by a buy-back of existing licenses to safeguard the collapse of the market price;

AND WHEREAS the Department of Fisheries and Oceans recently contravened its own policy by giving out six additional licenses in the central coast, thereby expanding production by more than 40-tonnes, without input from industry:

THEREFORE BE IT RESOLVED that the Department of Fisheries and Oceans be called on to abide by its own policy regarding the number of licences.

CONVENTION DECISION: ENDORSED AS AMENDED

FEDERAL RESPONSE

Ministry of Fisheries & Oceans

The Department of Fisheries and Oceans (DFO) does not have a policy whereby expansion of spawn-on-kelp (SOK) licences are predicated on a buy-back of existing licences so as to prevent the collapse of market prices for SOK product. Consequently, DFO could not have recently contravened this policy, as noted in your resolution. In the past, licence retirement programs have been implemented in other fisheries (i.e., Pacific salmon) in order to solve serious problems associated with unpredictable declines in stock biomass and substantial socio-economic distress. The Department's first priority is the conservation of fish stocks - not to provide temporary remedies solely to ensure economic viability in the fishery.

As you may know, the market price for SOK product is highly dependent on economic conditions in Japan, because Japan is the major importer of this product. In a recent two-part market study, Edwin Blewett & Associates cautioned further expansion of SOK production due to the weak Japanese economy. Since the release of this report, requests for increased SOK quotas in 2002 were submitted but denied, on the basis that any expansion of SOK product must be coordinated in the context of a long-term plan. In December 2001, my predecessor approved the management plan for SOK and a public announcement was made in early January.

For 2002, the SOK fishery will be similar to the 2001 season, and allocations will not change.

Further, your comment that DFO issued six additional licences for SOK in the Central Coast area is incorrect.

No new licences were issued in 2001. Instead, the Department, through negotiations with the Heiltsuk First Nation, agreed to convert three closed ponds to open ponds, thereby permitting an increase in the total SOK product quota that was the equivalent to the product quota of six closed ponds. The overall allocation of herring to the Heiltsuk remained relatively unchanged because open ponds utilize fewer herring than closed ponds.

As you know, the Heiltsuk First Nation enjoy a right to harvest SOK for commercial purposes. This right was recognized in 1996 by the Supreme Court of Canada. The arrangement was consistent with conservation requirements of the resource. Through the use of open pond techniques, there was no increase in the total mortality of herring, thus ensuring that stock conservation objectives were not compromised.

In closing, I would like to assure you that, in general, the health of Pacific herring stocks is good. Any future expansion in the SOK fishery will have to be met by a long-term market development strategy.

2000 A16 NATIONAL MARINE POLICY DIVESTITURE PROCESS Comox-Strathcona RD

WHEREAS the port facilities of British Columbia are a key component of our national economic infrastructure;

AND WHEREAS the federal government is responsible under Section 91 of the *Constitution Act* for coastal fisheries, navigation, and national maritime commerce;

AND WHEREAS the federal policy of divestiture of wharves and small craft harbours will have onerous and inequitable consequences for many coastal communities:

THEREFORE BE IT RESOLVED that UBCM petition the federal government to review the intent and relevance of the National Marine Policy (1995), with particular attention given to the record of the divestiture process, the effects of its implementation on coastal communities, and its cumulative costs.

CONVENTION DECISION: ENDORSED & CONVEYED TO FCM

1999 B51 DFO/ENVIRONMENT COOPERATION Cache Creek

WHEREAS Canadian municipalities have traditionally developed along watercourses, which was Canada's first true national highway system;

AND WHEREAS rivers today fall under two regulatory bodies, the Federal Department of Fisheries and Oceans and the Provincial Ministry of Environment;

AND WHEREAS municipalities are faced with competing bodies, different levels of regulations, and often different agendas when managing the many aspects of municipal administration that fall in proximity to water bodies;

AND WHEREAS a cooperative, one window approach for regulatory issues of municipal interest would benefit all parties involved:

THEREFORE BE IT RESOLVED that UBCM and FCM urge the Federal Government to enter into meaningful, equitable and productive discussions with the Provincial Ministry of the Environment to arrive at an arrangement where municipalities have only one body to approach for regulatory matters relating to rivers and streams.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Environment, Lands & Parks

In consultation on the Fish Protection Act, particularly the Streamside Protection Policy Directives, local government has consistently indicated that a one window regulatory approach by both senior governments is necessary.

In their view, only one agency should authorize works where fish and fish habitat issues are involved.

One of their main concerns is the issue of liability where federal and provincial governments undertake separate or disconnected approval processes potentially leading to different regulatory requirements.

Local government also perceive that a one-window approach to referral review will expedite comments.

Examples of federal, provincial and local government agreements do exist such as with the Comox-Strathcona Regional District and the District of North Vancouver but these are limited in number and only partially address the double jeopardy issue.

The Ministry of Environment, Lands and Parks agrees in concept with the one window approach.

Under the Canada-BC Agreement on the Management of Pacific Salmon Fishery Issues, staff are developing a framework for improving federal-provincial coordination of habitat protection activities.

However, this agreement is administrative in nature and will not resolve the complex legal and constitutional issues whereby the federal government retains pre-eminent jurisdiction. Resolution of these issues would require the federal government to delegate authority to the Province.

1999 SR1 REQUEST FOR DISASTER RELIEF

UBCM Executive

WHEREAS the collapse of the 1999 Fraser River sockeye salmon run has had a devastating economic impact on fishers and the communities in which they reside;

AND WHEREAS a recent request by a group of fishery associations/ agencies for disaster relief has been turned down by the federal government:

THEREFORE BE IT RESOLVED that UBCM urge the Provincial and Federal Ministers of Fisheries to provide disaster relief funding to communities devastated by the ecological decline of the Fraser River sockeye run;

AND BE IT FURTHER RESOLVED that the Provincial and Federal governments work together to develop a coordinated transition strategy that will assist individuals seeking new employment opportunities, job training, education or other programs.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture, Food & Fisheries

The Ministry of Agriculture, Food and Fisheries is in agreement with the concept of cooperative working relationships between stakeholders, and the two senior levels of government, and the need for a response to the economic impacts of the 1999 Fraser River sockeye salmon fishing closure.

Responsibility for the management of the commercial salmon fishery rests with the federal government. However, the Canada-BC Agreement on the Management of Pacific Salmon Fisheries Issues provides the province with an advisory role in federal decisions concerning the salmon fishery.

Accordingly, the province has brought forward the concerns of coastal residents regarding the Fraser River sockeye salmon closure and pressed the federal government to provide programs to mitigate for income and employment losses. As a consequence, Federal Minister Dhaliwal agreed in November 1999 to accelerate \$20 million in federal funding to respond to the 1999 fishing crisis. This funding provides \$2 million for development and diversification. British Columbia will continue to work cooperatively with stakeholders and

the federal government to ensure that appropriate and adequate programs are provided to offset impacts of changes in the salmon fishery.

1998 B66 PROTECTION & RESTORATION OF FISH HABITAT

Nanaimo RD

WHEREAS the Provincial and Federal Governments are expecting local governments to play a more active role in the protection and restoration of fish habitat;

AND WHEREAS local governments do not have the resources or expertise to fulfill this role:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Provincial and Federal Governments to provide resources and expertise to local governments to step up initiatives for the protection and restoration of salmon habitat streams.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Fisheries

The Department of Fisheries and Oceans (DFO) is responsible, under the Fisheries Act, to protect fish and fish habitat in waters frequented by fish. This includes protection from any work in or near these waters. The Ministry of Fisheries is responsible for management of steelhead, trout, char and other non-salmonid freshwater species and their habitat. The ministry is working actively and co-operatively with the Ministry of Environment Lands and Parks regional staff to ensure the continuation of an effective, eco-system approach to fish and habitat protection.

Fish habitat requiring protection includes the spawning grounds, nursery, rearing, food supply and migration areas on which fish depend directly or indirectly in order to carry out their life processes.

Restoration and enhancement activities are intended to improve or create freshwater and estuary habitats for spawning and rearing to improve salmon survival. Projects include stabilizing stream banks, improving fish access and water flows, building side-channels, fencing, planting riparian vegetation or improving spawning and rearing habitats.

The Ministry of Fisheries is working in conjunction with community stakeholders on a Habitat Renewal Panel to develop a provincial fish policy with a clearly defined habitat component. The ministry is also working, through the Canada-British Columbia Agreement on the Management of Pacific Salmon Fishery Issues, on the development of a coordinated habitat protection strategy. Both governments have agreed to provide \$15 million of new funding over three years to habitat enhancement initiatives, strengthen legislation, and work jointly to adopt habitat inventory standards, and watershed fish production planning processes.

Last year, the province committed more than \$150 million to help manage and conserve wild fish stocks, and for habitat restoration initiatives. Under the Urban Salmon Habitat Protection program (USHP) a local government may apply for grant funding to enhance an existing, or create a new, environmental management initiative, using existing, new or contracted staff. The USHP is part of the broader provincial BC fisheries strategy and complements initiatives such as the new Fish Protection Act (FPA). The USHP was launched in 1995 with the principal goals of ensuring sustainable wild stocks and habitats in the Georgia Basin, building effective partnerships with other levels of government, encouraging community involvement, and increasing public awareness of salmon and their habitats. From 1995/96 to 1998/99, 81 applications for funding were received and 70 were approved, totalling \$1,668,347 dollars. For 1999/2000, 26 proposals are under review from local governments for funding.

The FPA creates a statutory obligation on behalf of the province to consult with the UBCM on the development of new streamside protection measures. This clearly recognizes the leadership role that many local governments continue to play in the protection and restoration of fish habitat.

UBCM and DFO are important members of the FPA Steering Committee. This committee will ensure that local governments receive the necessary tools and support required to implement the streamside protection policy directives under the FPA in a flexible manner that reflects local circumstances. The FPA is an example of how different levels of government can work together towards a common goal, in this case the protection and restoration of fish habitat. Each has a set of tools that, taken together, provide the best possible protection of fish habitat.

1998 B67 AMENDMENT TO FEDERAL FISHERIES ACT TO EXEMPT DRAINAGE & FLOOD CONTROL WORKS

Chilliwack

WHEREAS local governments are responsible for the provision and maintenance of agricultural and municipal drainage and flood control infrastructure for the protection of our communities and the economic sustainability of agriculture;

AND WHEREAS agricultural and municipal drainage infrastructure requires rigorous annual drainage maintenance programs to prevent flooding and provide the agricultural community with superior drainage, which have been restricted by the Department of Fisheries and Oceans;

AND WHEREAS the Department of Fisheries and Oceans has classified large portions of annual municipal, agricultural drainage maintenance works as the "Harmful Alteration of Fish Habitat" under Section 35(f) of the Federal *Fisheries Act* and required local governments to compensate the assumed harmful alteration under Section 35(2) of the *Fisheries Act*;

AND WHEREAS the Department of Fisheries and Oceans required compensation via the establishment of riparian corridors, vegetated leave strips, on private lands adjacent to the drainage and flood control channels maintained;

AND WHEREAS the Department of Fisheries and Oceans required local governments to establish these riparian areas on private land without economic compensation for the landowner, which is outside of local government's ability to perform on its own;

AND WHEREAS the Department of Fisheries and Oceans failed to consider the adverse impacts to agricultural lands, the general community and fish habitat if flood control and drainage infrastructure is not maintained and flooding results;

AND WHEREAS the Department of Fisheries and Oceans has not established that drainage and flood control maintenance works, when completed in accordance with the Ministry of Environment, Lands and Parks instream works timing constraints and sediment release is mitigated, constitute the harmful alteration of fish habitat:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities recommend that the Minister of Fisheries & Oceans formally amend the *Fisheries Act* to reflect that standard municipal and agricultural drainage and flood control infrastructure maintenance works do not constitute the harmful alteration of fish habitat, and that these works do not require the authorization of the Minister of Fisheries and Oceans under Section 35(2) of the Federal *Fisheries Act*.

CONVENTION DECISION:

ENDORSED & CONVEYED TO FCM

1998 B76 STAFFING LEVELS – MINISTRY OF FISHERIES & OCEANS Comox-Strathcona RD

WHEREAS local governments recognize that emergency conservation measures have been necessary for the West Coast Salmon Fisheries;

AND WHEREAS Fisheries and Oceans Canada is unable to effectively monitor and enforce its fishing regulations due to field staff reductions:

THEREFORE BE IT RESOLVED that the UBCM strongly encourage the Minister of Fisheries and Oceans Canada to immediately increase the Ministry's field staff numbers to the level required to effectively manage the West Coast Salmon Fisheries.

CONVENTION DECISION: NOT CONSIDERED - AUTOMATIC REFERRAL TO EXECUTIVE

EXECUTIVE DECISION: ENDORSED

1997 B48 DRAINAGE DISCHARGE FORESHORE MAINTENANCE Delta

WHEREAS many BC municipalities own and maintain storm water drainage facilities that discharge into the ocean and/or fish sensitive watercourses;

AND WHEREAS the Federal Department of Fisheries and Oceans recently has imposed restrictions and requirements which has increased the difficulty and in some cases made it impossible to maintain the foreshore areas of the drainage facilities:

THEREFORE BE IT RESOLVED that the UBCM request the Department of Fisheries and Oceans to establish standards that balance the maintenance of the foreshore areas of the drainage facilities while at the same time protect the fish habitat.

CONVENTION DECISION: ENDORSED & CONVEYED TO FCM

1997 ER1 FISH PROTECTION DIRECTIVES UBCM Executive

WHEREAS the Protocol on Sharing Environmental Responsibilities provides a framework for cooperation between local government and the province in environmental matters;

AND WHEREAS the Ministry of Environment, Lands and Parks has proposed a Memorandum of Understanding for the development and implementation of the streamside protection and enhancement directives under the *Fish Protection Act*;

THEREFORE BE IT RESOLVED that the UBCM sign an MOU with the Ministry of Environment, Lands and Parks and Ministry of Municipal Affairs to ensure that the following local government needs are addressed when implementing directives under the *Fish Protection Act*:

- clear liability protection;
- flexible approach to local circumstances;
- technical assistance;
- financial assistance to implement and manage the directives.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Environment, Lands & Parks

The streamside directives clearly respect the critical role that local government has played, and will continue to play, in protecting and enhancing fish habitat.

Pursuant to a Memorandum of Understanding among UBCM, Ministry of Environment, Lands and Parks (MELP), and Ministry of Municipal Affairs (MA), a steering committee has been established with representation from DFO to oversee the development of the streamside directives. The Province is committed to working with UBCM to identify the likely social, economic and environmental impacts of the directives prior to the finalization of the regulation.

Initial consultation with local government included a morning clinic at UBCM's AGM in October, 1997 and a joint UBCM/MELP/MA workshop in December, 1997. The comments received from local governments to date helped frame a number of important policy issues that will be dealt with in subsequent discussions with UBCM. A final regulation will be considered by Cabinet only after the province, working with local governments, understands the likely impacts of the directives on local governments, the development sector and property owners. Local governments will have at least one year from the time the regulation is approved by Cabinet to bring their planning tools into conformity with the directive.

1996 B68 WATER ACT AMENDMENT TO SUPPORT FISH

Sidney

WHEREAS the *Water Act* provides a mechanism through the issuance of licenses to ensure the availability of an adequate supply of water for specific purposes;

AND WHEREAS fresh water fish require a minimum quantity of water to ensure their survival:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities petition the provincial government to amend the provincial *Water Act* to ensure sufficient water is in the stream to protect the fisheries resource.

CONVENTION DECISION: **ENDORSED**

PROVINCIAL RESPONSE

Ministry of Environment, Lands & Parks

*As part of BC's Fishery Renewal Strategy, the Ministry of Environment, Lands and Parks is examining a number of possible amendments to the *Water Act* to protect water flows for fish, particularly on streams where fish stocks are at risk due to water shortages or habitat loss.*

1996 B70 COMPENSATION FOR DRAINAGE PROJECTS

Kent

WHEREAS the provincial Ministry of Environment and the federal Department of Fisheries and Oceans require land owners to comply with very strict regulations relating to drainage maintenance;

AND WHEREAS these regulations are costly to land owners, especially farmers, by increasing maintenance taxation, continuing taxation of unusable land, decreasing production and reducing land values;

AND WHEREAS both the provincial and federal governments benefit from the activities undertaken by land owners through improved fishery and/or wildlife habitat:

THEREFORE BE IT RESOLVED that the provincial Ministry of Environment, Lands and Parks and the federal department of Fisheries and Oceans be requested to:

- observe a no net loss policy for other land uses already in place in order that the sustainability of other industries be protected (or the other land uses protected);
- provide financial assistance for the capital and maintenance costs for ditches and watercourses that are beneficial to the fishery or wildlife habitat;
- provide compensation in recognition of the taxation costs, land costs and future income losses to land owners, who are required to undertake specific measures (i.e. vegetative buffer zones) as a condition of approval for drainage projects.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Environment, Lands & Parks

Background:

Many natural watercourses and drainage patterns have been altered as a result of ditching on municipal and agricultural lands. While these changes to drainage patterns are important for water management throughout British Columbia, they have resulted in detrimental impacts to fish including extensive loss of fish habitat and productivity. There has been a net loss of fish habitat.

Even though ditches are generally not optimum habitat for fish, in areas where there has been habitat loss, ditches may provide locally important habitat for adult, juvenile and larval life stages of various species of freshwater fish, including salmonids.

When changes are made in and about a stream, including ditches, they must be in compliance with the British Columbia Water Act. The Act requires compliance with federal, provincial and municipal enactments. The Water Act sets out provisions for protection of streams including water quality and habitat protection.

The federal Fisheries Act and the Department of Fisheries and Oceans Policy for the Management of Fish Habitat must be followed for all works, including ditch maintenance activities, which may affect fish and fish habitat. Proponents are generally required to prevent or mitigate impacts to fish.

In cases where impacts cannot be completely mitigated, only the Department of Fisheries and Oceans has the authority to approve works that may damage habitat and the proponent will be held responsible for compensation. The federal Policy makes reference to consideration of other resource uses when fish habitat management decisions are made.

Ministry Position:

Given the requirements of federal and provincial legislation and the policy in place to protect fish habitat, the onus is on the proponent to protect fish habitat. Under the circumstances, the province cannot endorse financial assistance or compensation to private landowners for improvements to drainage maintenance.

When referrals related to ditching are reviewed by the Ministry of Environment, Lands and Parks, recommendations and/or requirements for protective measures by the ministry describe best management practices needed to meet habitat protection requirements of legislation and provide a due diligence defense if damage to fish habitat results in spite of the precautions taken. In addition to protecting fish and fish habitat with proper ditch maintenance and intact riparian habitat, landowners also benefit by improved erosion control, increased property values and better water quality.

WHEREAS the Ministry of Fisheries of the Federal Government has devised a strategy to allow Indian Bands to sell fish commercially and the amount of fish to be used in this strategy will be removed from the quota previously allocated to British Columbia natives, other fishermen and sports fishermen;

AND WHEREAS some of the native people state that sale of fish in the commercial market is an "Aboriginal Right"; and assumption that has not been supported by the BC Court of Appeal in the decisions made on June 28, 1993:

THEREFORE BE IT RESOLVED that the federal government strongly support the decisions of the BC Court of Appeal that there be no commercial fish sales without fulfilling the licensing requirements of the Minister of Fisheries which is required by all Canadians;

AND BE IT FURTHER RESOLVED that because of the decision rendered by the BC Court of Appeal concerning commercial sales of fish in British Columbia, all Canadians, including the Aboriginal people, must be subject to the same rules.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Aboriginal Affairs

The Attorney General of BC is intervening in four of the five fishing cases being heard by the Supreme Court of Canada. The cases are:

- *Lewis, Lewis and Lewis v. The Queen*
- *Jerry Nikal v. The Queen*
- *NTC Smokehouse v. The Queen*
- *Gladstone v. The Queen*

1994 B38 AGRICULTURAL DRAINAGE PROGRAM

Langley District

WHEREAS appropriate drainage is a critical component of a competitive agricultural industry and inadequate drainage is a substantial challenge affecting agricultural lands throughout the province;

AND WHEREAS there is no mechanism for joint development, financing and delivery of drainage programs of a regional nature which are too costly to be funded by municipalities and/or farmers alone and which are required to justify on-farm drainage investments;

AND WHEREAS regional drainage projects deliver widespread community-based benefits to the agricultural resource, the farming industry, local and regional communities and the environment, especially fisheries:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities petition the provincial and federal governments to establish a program for joint funding of regional agricultural drainage projects.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Agriculture, Fisheries & Food

Federal-provincial assistance for regional agricultural drainage and irrigation was previously funded by the Ministry of Agriculture, Fisheries and Food under the agriculture subsidiary agreements to the federal-provincial Economic and Regional Development Agreements (ERDA).

Funding of agriculture subsidiary agreements was not renewed under the current ERDA.

The Federal Infrastructure Program provided an opportunity for funding for regional agricultural water resource infrastructure, however, no projects of this nature were approved.

The Build BC Special Account has established local government partnerships as one of its priorities for fiscal 1995/96. This creates an opportunity for provincial funding of regional agriculture water resource infrastructure.

The federal program review and budget will likely provide an indication of federal priorities in addressing this need.

1994 B75 FEDERAL FISHERIES

Mission

WHEREAS federal fisheries staff has laid charges and successfully prosecuted other levels of government under the *Fisheries Act* for destroying fish habitat, the cost of such prosecutions and fines are borne by the taxpayers of Canada;

AND WHEREAS that, while municipalities and regional districts do not deliberately destroy fish habitat, mistakes and human error occur which may damage such habitat;

AND WHEREAS in such cases, jurisdictions are often prepared to carry out works either to remedy the damage or to enhance other areas of fish habitat:

THEREFORE BE IT RESOLVED that the federal government undertake not to prosecute other levels of government or their employees for accidentally damaging fish habitat where such levels of government are prepared to carry out remedial work to the damaged habitat.

CONVENTION DECISION: ENDORSED

1993 B50 ABORIGINAL HUNTING RIGHTS

Creston

WHEREAS the Supreme Court of Canada in its 'Sparrow' decision has affirmed aboriginal hunting rights;

AND WHEREAS as a result of this decision the Ministry of Environment, Lands and Parks has adopted a policy to allow aboriginal hunting out of season on Crown lands for sustenance, ceremonial and cultural purposes which has led to indiscriminate and unregulated hunting of wildlife by a minority of aboriginal people:

THEREFORE BE IT RESOLVED that the UBCM support the provincial governments efforts to develop policy on aboriginal use of fish and wildlife to conserve and protect the province's wildlife resources.

CONVENTION DECISION: ENDORSED AS AMENDED

PROVINCIAL RESPONSE

Ministry of Environment, Lands & Parks

The ministry last year released a draft policy that will guide the ministry staff in responding to incidents of aboriginal hunting. These draft guidelines have been in place since March, 1993 and will be re-evaluated after one year.

During this one year period, the ministry has consulted extensively with First nations and other groups who utilize wildlife. The comments of these groups will be used to evaluate and revise the policy. The ministry took the route of putting out a draft policy and applying it in the field for a year, as this would give us real and practical examples of the strengths and weaknesses of the policy.

1992 B36 ENVIRONMENTAL PROTECTION

Merritt

WHEREAS the natural systems, our forests, grasslands, marine and freshwater ecosystems provide us with outdoor recreations and lifestyles;

AND WHEREAS a better appreciation of biological diversity is crucial to making wise decisions about land and resource use:

THEREFORE BE IT RESOLVED that the UBCM petition the provincial government to commit the necessary resources to ensure that our precious living legacy of fish, wildlife and exceptional biological diversity be protected, preserved and enhanced as an integral element of the sustainable future of British Columbia.

CONVENTION DECISION: **ENDORSED**

1992 B75 FEDERAL GOVERNMENT WHARF ADMINISTRATION

Alert Bay

WHEREAS federal government wharfs within municipal boundaries are administered directly by the Federal Ministry of Transport;

AND WHEREAS the Ministry of Fisheries and Oceans has provided for local harbour authorities to administer small-craft harbours;

AND WHEREAS local administration of wharfs and harbours is more efficient, more productive and less costly than administration provided from Ottawa through Victoria:

THEREFORE BE IT RESOLVED that the UBCM petition the Federal Minister of Transport to make provision for the administration of federal government wharfs by a local authority.

CONVENTION DECISION: **ENDORSED**

1992 B84 FRASER RIVER SALMON

Langley District

WHEREAS the Fraser River annex of the Pacific Salmon Treaty is due for re-negotiation in 1993 between Canada and the United States and the treaty currently provides that each country should enjoy benefits equivalent to their own production and that fish originating in Canadian waters be utilised for maximum benefit for Canadians;

AND WHEREAS the U.S. investment in the Hell's Gate fishways in the 1940s of approximately \$15 million has long been amortised by the continued harvest of hundreds of millions of Canadian salmon by U.S. fishermen. However, the current U.S. demand to obtain an additional 16 million

sockeye over the next four years up from the current 7 million will have a devastating effect on the B.C. economy resulting in a loss of approximately \$400 million:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities petition the provincial and federal governments to take the strongest possible stands in protecting Canada's sovereignty over its west coast salmon fishery which is a Canadian resource belonging to the people of Canada.

CONVENTION DECISION: ENDORSED

1984 A28 FISHING INDUSTRY

Ucluelet

WHEREAS certain recommendations of the "Pearse Commission on Pacific Fisheries Policy" are being implemented, which will have serious impact on coast communities;

AND WHEREAS the Federal Government has suspended funding for "Phase II" of the Salmon Enhancement Project;

AND WHEREAS the fate of the Fishing Industry and the economic and social values on Vancouver Island are permanently intertwined;

AND WHEREAS many Vancouver Island communities depend heavily on fishing related industrial tax base;

AND WHEREAS as many of our citizens derive their income from fishing and fishing oriented businesses, the loss of these jobs would do irreparable harm to the social structure of our communities:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Provincial Government to intercede on behalf of the Vancouver Island Coastal Communities to ensure that the vigour of the fishing industry is maintained and advanced;

AND BE IT FURTHER RESOLVED that the Union of British Columbia Municipalities communicate directly with the Minister of Fisheries and Oceans describing the many concerns in maintaining our traditional fishing industry and the economic and social benefits associated therein.

CONVENTION DECISION: ENDORSED

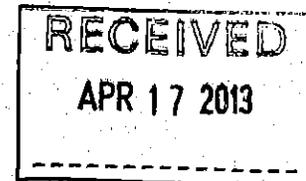


Environmental Operators Certification Program

201-3833 Henning Drive, Burnaby, B.C., V5C 6N5
Ph: (604) 874-4784 Fax: (604) 874-4794 Toll Free 1-866-552-EOCP

April 16, 2013

Attention: Mr. Russell Dyson
Chief Administrative Officer
Alberni-Clayoquot Regional District
3008 - 5th Ave
Port Alberni, BC, V9Y 2E3



Dear Mr. Dyson:

Re: Facility Reclassification

The Environmental Operators Certification Program is pleased to enclose Certificate No. 431 which reclassifies the Beaver Creek Water Distribution System as a Class III Water Distribution System.

The EOCP classifications are done in accordance with the B.C. Guidelines that were established based on the classification templates developed in conjunction with the Association of Boards of Certification.

Yours truly,

Chris Brown
Director - Facilities Classification

Encl.

ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM

Facility Classification

This is to certify that

Beaver Creek Water Distribution System

has been classified by the Environmental Operators Certification Program in accordance with the guidelines established with the Association of Boards of Certification as a

Class III System

Dated at Burnaby, BC on April 16, 2013

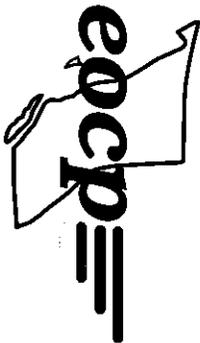


Secretary - Certification Board



President - Certification Board

Facility No. 431



This certificate must hold the EOCP embossed seal.
Member of the Association of Boards of Certification
A society incorporated under the Society Act, S.B.C. S-28724



MEMORANDUM

TO: Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: April 16, 2013
RE: Finance Warrant No.527

Recommendation:

That the Board of Directors approves Finance Warrant Number 527 in the amount of \$543,867.86 dated March 31, 2013.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

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

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

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

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

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

6. **COMMUNICATION ISSUES** - none

Submitted by: Teri Fong, CGA, Manager of Finance

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



AP5100

Date : Apr 16, 2013

Page : 1

Time : 2:30 pm

Supplier : 0001 To 9193
Trans. Date : 01-Mar-2013 To 31-Mar-2013
Cheque Date : 01-Mar-2013 To 31-Mar-2013
Cheque No. : All
Batch No. : All

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0003	ACKLANDS-GRAINGER INC.					
33709	13-Mar-2013	Issued	39	C		837.47
4354 0507076	01-4-2500-000	PAYABLES - TRADE		80.79		
Invoice Description -->		LBA - TERMINAL BUILDING SUPPLIES				
4354 0507042	01-4-2500-000	PAYABLES - TRADE		756.68		
Invoice Description -->		BCVFD - EQUIPMENT & SUPPLIES				
Total :				837.47	0.00	837.47
33773	25-Mar-2013	Issued	46	C		262.62
4354 0507184	01-4-2500-000	PAYABLES - TRADE		262.62		
Invoice Description -->		BCWS - SMALL TOOLS & SUPPLIES				
Total :				262.62	0.00	262.62
Supplier Total :				1100.09	0.00	1100.09
0056	AIRGAS CANADA INC.					
33711	13-Mar-2013	Issued	39	C		12.00
143398	01-4-2500-000	PAYABLES - TRADE		12.00		
Invoice Description -->		BCVFD - GAS SUPPLIES				
Total :				12.00	0.00	12.00
Supplier Total :				12.00	0.00	12.00
0060	ALBERNI COMMUNICATIONS & ELECTRONICS					
33712	13-Mar-2013	Issued	39	C		30.37
13676	01-4-2500-000	PAYABLES - TRADE		30.37		
Invoice Description -->		BCVFD - NYLON CASE AND POUCH				
Total :				30.37	0.00	30.37
Supplier Total :				30.37	0.00	30.37
0021	ALBERNI DISTRICT CO-OP ASSOCIATION					
33708	13-Mar-2013	Issued	39	C		880.56
FEB28/13	01-4-2500-000	PAYABLES - TRADE		330.32		
Invoice Description -->		BCVFD - FEBRUARY 2013 FUEL COSTS				
BCWS - FEB28/13	01-4-2500-000	PAYABLES - TRADE		550.24		
Invoice Description -->		BCWS - FEBRUARY 2013 FUEL COSTS				
Total :				880.56	0.00	880.56
Supplier Total :				880.56	0.00	880.56
0032	ALBERNI LANDSCAPING					
33710	13-Mar-2013	Issued	39	C		336.00
005289	01-4-2500-000	PAYABLES - TRADE		336.00		
Invoice Description -->		AVRA - TREE REMOVAL ON PUMP HOUSE ROAD				

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
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 Batch No. : All

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				336.00	0.00	336.00
Supplier Total :				336.00	0.00	336.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0455	ALBERNI VALLEY REFRIGERATION LTD.					
333713	13-Mar-2013	Issued	39	C	61.60	
20136923	01-4-2500-000	PAYABLES - TRADE		61.60		
Invoice Description --> ACRD OFFICE - HVAC SQUEALING NOISE CHECK						
Total :				61.60	0.00	61.60
Supplier Total :				61.60	0.00	61.60

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0270	ANDREW SHERET LTD.					
333774	25-Mar-2013	Issued	46	C	3055.62	
03-034433	01-4-2500-000	PAYABLES - TRADE		3055.62		
Invoice Description --> BCWS - SUPPLIES						
Total :				3055.62	0.00	3055.62
Supplier Total :				3055.62	0.00	3055.62

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0396	ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES					
333769	18-Mar-2013	Cancelled	41	C	1759.52	
13AVICCREG	01-4-2500-000	PAYABLES - TRADE		1759.52		
Invoice Description --> 2013 AVICC CONVENTION REGISTRATION						
333769	18-Mar-2013	Cancelled	42	C	-1759.52	
13AVICCREG	01-4-2500-000	PAYABLES - TRADE		-1759.52		
Invoice Description --> 2013 AVICC CONVENTION REGISTRATION						
Total :				0.00	0.00	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
333771	18-Mar-2013	Issued	44	C	1759.52	
13AVICCREG	01-4-2500-000	PAYABLES - TRADE		1759.52		
Invoice Description --> 2013 AVICC CONVENTION REGISTRATION						
Total :				1759.52	0.00	1759.52
Supplier Total :				1759.52	0.00	1759.52

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0403	ASTTBC					
333688	04-Mar-2013	Issued	32	C	338.24	
2013DUES-AD	01-4-2500-000	PAYABLES - TRADE		338.24		
Invoice Description --> ANDY DANIEL 2012 MEMBERSHIP FEES						
Total :				338.24	0.00	338.24
Supplier Total :				338.24	0.00	338.24

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date				
Invoice No.	Account No.	Account Description		Debit	Credit
1050	BAMBLE VOLUNTEER FIRE DEPARTMENT				
333690	04-Mar-2013	Issued	32	C	1932.80

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Supplier : 0001 To 9193
Trans. Date : 01-Mar-2013 To 31-Mar-2013
Cheque Date : 01-Mar-2013 To 31-Mar-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
BVDFEB20/13	01-4-2500-000	PAYABLES - TRADE		1932.80		
Invoice Description --> BCEP - FIREPLACE & PUMPS (1/3), EXTENSION CORDS						
Total :				1932.80	0.00	1932.80
Supplier Total :				1932.80	0.00	1932.80

0556 BARKLEY SOUND MANAGEMENT						
33714	13-Mar-2013		Issued	39	C	5781.82
PCMAR7/13	01-4-2500-000	PAYABLES - TRADE			247.30	
Invoice Description --> SALMON BEACH SEWAGE						
495469	01-4-2500-000	PAYABLES - TRADE			2195.20	
Invoice Description --> SALMON BEACH - TRANS \$1295, SEWAGE \$655						
2013-03	01-4-2500-000	PAYABLES - TRADE			3339.32	
Invoice Description --> SB MGMT CONTRACT MARCH 1 TO 15, 2013, REIMBURSED EXPENSES SB SEWAGE \$165.98						
Total :				5781.82	0.00	5781.82
Supplier Total :				5781.82	0.00	5781.82

0660 BC HYDRO						
33715	13-Mar-2013		Issued	39	C	18033.34
400002053526	01-4-2500-000	PAYABLES - TRADE			18033.34	
Invoice Description --> HYDRO - ACRD CONSOLIDATED						
Total :				18033.34	0.00	18033.34
Supplier Total :				18033.34	0.00	18033.34

0740 BEAVER CREEK HOME CENTER						
33716	13-Mar-2013		Issued	39	C	229.49
473860	01-4-2500-000	PAYABLES - TRADE			32.57	
Invoice Description --> BCWS - SUPPLIES						
468309	01-4-2500-000	PAYABLES - TRADE			37.54	
Invoice Description --> BCWS - SUPPLIES						
475265	01-4-2500-000	PAYABLES - TRADE			159.38	
Invoice Description --> BCWS - KISTSUKSIS RES. - GAS TAX FUNDING						
Total :				229.49	0.00	229.49
Supplier Total :				229.49	0.00	229.49

0785 BERKS INTERTRUCK LTD.						
33717	13-Mar-2013		Issued	39	C	135.07
22880	01-4-2500-000	PAYABLES - TRADE			135.07	
Invoice Description --> BCWS - JOHN DEERE BACKHOE EVALUATION						
Total :				135.07	0.00	135.07
Supplier Total :				135.07	0.00	135.07

ALBERNI-CLAYQUOT REGIONAL DISTRICT
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Supplier : 0001 To 9193
Trans. Date : 01-Mar-2013 To 31-Mar-2013
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Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0791	BERRY & VALE CONTRACTING LTD					
333718	13-Mar-2013	Issued	39	C		118472.80
1040	01-4-2500-000	PAYABLES - TRADE		35880.32		
Invoice Description --> WCLF FEBRUARY CONTRACTOR & FREON REMOVAL \$36						
1041	01-4-2500-000	PAYABLES - TRADE		82592.48		
Invoice Description --> AVLF FEBRUARY CONTRACTOR, FREON REMOVAL \$216, NORTH EAST EXPANSION - CAPITAL						
Total :				118472.80	0.00	118472.80
<hr/>						
333775	25-Mar-2013	Issued	46	C		12810.00
1055	01-4-2500-000	PAYABLES - TRADE		12810.00		
Invoice Description --> AVLF - CLEARING/GRUBBING DL 307 COVER MATERIAL						
Total :				12810.00	0.00	12810.00
<hr/>						
Supplier Total :				131282.80	0.00	131282.80
<hr/>						
0914	BOWERMAN EXCAVATING LTD					
33777	25-Mar-2013	Issued	46	C		53918.24
4295	01-4-2500-000	PAYABLES - TRADE		53918.24		
Invoice Description --> AVLF - NORTH EAST EXPANSION						
Total :				53918.24	0.00	53918.24
<hr/>						
Supplier Total :				53918.24	0.00	53918.24
<hr/>						
0950	BRETT, KENNETH					
33719	13-Mar-2013	Issued	39	C		1000.00
BRE158457	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION						
Total :				1000.00	0.00	1000.00
<hr/>						
Supplier Total :				1000.00	0.00	1000.00
<hr/>						
0987	BULL HOUSSER					
33720	13-Mar-2013	Issued	39	C		3635.07
12-4003	01-4-2500-000	PAYABLES - TRADE		3635.07		
Invoice Description --> ACRD - LEGAL FEES						
Total :				3635.07	0.00	3635.07
<hr/>						
Supplier Total :				3635.07	0.00	3635.07
<hr/>						
1035	BUTLER, LES					
33721	13-Mar-2013	Issued	39	C		2800.00
2013-2	01-4-2500-000	PAYABLES - TRADE		2800.00		
Invoice Description --> BWS - FEBRUARY 2013 CONTRACTOR						
Total :				2800.00	0.00	2800.00

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Supplier : 0001 To 9193
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Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				2800.00	0.00	2800.00
<hr/>						
1058	C. BOWNE ENTERPRISES					
333778	25-Mar-2013		Issued	46	C	55.55
8282	01-4-2500-000	PAYABLES - TRADE			55.55	
Invoice Description -->		ACRD OFFICE - JANITORIAL SUPPLIES				
Total :				55.55	0.00	55.55
Supplier Total :				55.55	0.00	55.55
<hr/>						
1110	CANADA POST					
33691	04-Mar-2013		Issued	32	C	104.38
9510406298	01-4-2500-000	PAYABLES - TRADE			104.38	
Invoice Description -->		POSTAGE - SL MAILOUT \$78.12, PLANNING \$15.07				
Total :				104.38	0.00	104.38
Supplier Total :				104.38	0.00	104.38
<hr/>						
1270	CDW CANADA INC					
33692	04-Mar-2013		Issued	32	C	123.21
X686638	01-4-2500-000	PAYABLES - TRADE			52.77	
Invoice Description -->		ACRD OFFICE COMPUTER EXPENSES				
X685654	01-4-2500-000	PAYABLES - TRADE			70.44	
Invoice Description -->		ACRD OFFICE COMPUTER EXPENSES				
Total :				123.21	0.00	123.21
33779	25-Mar-2013		Issued	46	C	590.23
Z700438	01-4-2500-000	PAYABLES - TRADE			70.44	
Invoice Description -->		ACRD OFFICE - COMPUTER EXPENSES				
Z680255	01-4-2500-000	PAYABLES - TRADE			519.79	
Invoice Description -->		ACRD OFFICE - TONER SUPPLIES				
Total :				590.23	0.00	590.23
Supplier Total :				713.44	0.00	713.44
<hr/>						
1316	CERTITECH IT SERVICES					
333722	13-Mar-2013		Issued	39	C	4368.00
114	01-4-2500-000	PAYABLES - TRADE			4368.00	
Invoice Description -->		FEBRUARY 2013 IT SUPPORT SERVICES (\$2500) BCWS ITRON SETUP (\$1400)				
Total :				4368.00	0.00	4368.00
Supplier Total :				4368.00	0.00	4368.00
<hr/>						
1378	CIT					
333723	13-Mar-2013		Issued	39	C	245.28
APR2013LEASE	01-4-2500-000	PAYABLES - TRADE			245.28	

ALBERNI-CLAYQUOT REGIONAL DISTRICT
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Batch No. : All

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001								
Total :						245.28	0.00	245.28
333781	25-Mar-2013		Issued	46	C	250.28	250.28	
14073370	01-4-2500-000	PAYABLES - TRADE				250.28		
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001								
Total :						250.28	0.00	250.28
Supplier Total :						495.56	0.00	495.56

1342	CITY OF PORT ALBERNI							
333780	25-Mar-2013		Issued	46	C	10482.36	10482.36	
MAR13/13	01-4-2500-000	PAYABLES - TRADE				10482.36		
Invoice Description --> EMERGENCY PLANNING COORDINATOR - 1ST QUARTER 2013								
Total :						10482.36	0.00	10482.36
Supplier Total :						10482.36	0.00	10482.36

1382	COAST CATERING COMPANY							
333724	13-Mar-2013		Issued	39	C	282.24	282.24	
64	01-4-2500-000	PAYABLES - TRADE				282.24		
Invoice Description --> ACRD COMMITTEE - BOD LUNCH								
Total :						282.24	0.00	282.24
Supplier Total :						282.24	0.00	282.24

1434	COLUMBIA ICE							
333725	13-Mar-2013		Issued	39	C	62.24	62.24	
041793	01-4-2500-000	PAYABLES - TRADE				62.24		
Invoice Description --> OFFICE SUPPLIES								
Total :						62.24	0.00	62.24
333782	25-Mar-2013		Issued	46	C	31.12	31.12	
053527	01-4-2500-000	PAYABLES - TRADE				31.12		
Invoice Description --> OFFICE SUPPLIES								
Total :						31.12	0.00	31.12
Supplier Total :						93.36	0.00	93.36

0801	CORIX WATER PRODUCTS LTD.							
333776	25-Mar-2013		Issued	46	C	80.24	80.24	
1031315582	01-4-2500-000	PAYABLES - TRADE				80.24		
Invoice Description --> BCWS- SUPPLIES								
Total :						80.24	0.00	80.24

ALBERNI-CLAYQUOOT REGIONAL DISTRICT
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Supplier : 0001 To 9193
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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					80.24	0.00	80.24

1650	CUPE - LOCAL 118						
33693	04-Mar-2013		Issued	32	C	1856.69	
DUESFEB13	01-4-2500-000	PAYABLES - TRADE			1856.69		
Invoice Description -->		FEBRUARY 2013 UNION DUES					
Total :					1856.69	0.00	1856.69
Supplier Total :					1856.69	0.00	1856.69

1661	DAGERT, TANIS						
33726	13-Mar-2013		Issued	39	C	4696.06	
108	01-4-2500-000	PAYABLES - TRADE			4696.06		
Invoice Description -->		HEALTH NETWORK COORDINATOR - FEBRUARY 2013 CONTRACT					
Total :					4696.06	0.00	4696.06
Supplier Total :					4696.06	0.00	4696.06

1709	DEER BAY CONTRACTING						
33727	13-Mar-2013		Issued	39	C	3017.28	
2217	01-4-2500-000	PAYABLES - TRADE			1464.96		
Invoice Description -->		SALMON BEACH - TRANSPORTATION					
2218	01-4-2500-000	PAYABLES - TRADE			1552.32		
Invoice Description -->		SALMON BEACH - TRANSPORTATION					
Total :					3017.28	0.00	3017.28
Supplier Total :					3017.28	0.00	3017.28

1780	DOLANS CONCRETE LTD.						
33694	04-Mar-2013		Issued	32	C	146.72	
C37832	01-4-2500-000	PAYABLES - TRADE			146.72		
Invoice Description -->		BCWS - WATER SYSTEM REPAIRS					
Total :					146.72	0.00	146.72
Supplier Total :					146.72	0.00	146.72

1847	DUPERE, JOHANNE						
33728	13-Mar-2013		Issued	39	C	200.00	
DUP158458	01-4-2500-000	PAYABLES - TRADE			200.00		
Invoice Description -->		SPROAT PARKS CARETAKER					
Total :					200.00	0.00	200.00
Supplier Total :					200.00	0.00	200.00

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33689	04-Mar-2013	Issued	32	C		1650.00
BRA125658358	01-4-2500-000	PAYABLES - TRADE		1650.00		
Invoice Description -->		JANITORIAL EXP				
Total :				1650.00	0.00	1650.00
Supplier Total :				1650.00	0.00	1650.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33783	25-Mar-2013	Issued	46	C		2550.24
4764	01-4-2500-000	PAYABLES - TRADE		2550.24		
Invoice Description -->		LBA - CASTERS FOR SNOW PLOUGH				
Total :				2550.24	0.00	2550.24
Supplier Total :				2550.24	0.00	2550.24

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33784	25-Mar-2013	Issued	46	C		2862.15
710255	01-4-2500-000	PAYABLES - TRADE		2862.15		
Invoice Description -->		SB SEWAGE - PUMPER TRUCK REPAIR				
Total :				2862.15	0.00	2862.15
Supplier Total :				2862.15	0.00	2862.15

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33729	13-Mar-2013	Issued	39	C		1982.40
1417	01-4-2500-000	PAYABLES - TRADE		1982.40		
Invoice Description -->		BCVFD - 6 LIVE FIRE 101				
Total :				1982.40	0.00	1982.40
Supplier Total :				1982.40	0.00	1982.40

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33695	04-Mar-2013	Issued	32	C		4650.60
32699	01-4-2500-000	PAYABLES - TRADE		244.16		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				
32636	01-4-2500-000	PAYABLES - TRADE		406.28		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				
32771	01-4-2500-000	PAYABLES - TRADE		419.32		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				
32710	01-4-2500-000	PAYABLES - TRADE		480.46		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				
32698	01-4-2500-000	PAYABLES - TRADE		916.62		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				
32733	01-4-2500-000	PAYABLES - TRADE		2183.76		
Invoice Description -->		SLVFD - HAROLD BISHOP ELECTRICAL - CAPITAL				

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				4650.60	0.00	4650.60
Supplier Total :				4650.60	0.00	4650.60

2025	FEDERATION OF CANADIAN MUNICIPALITIES					
333785	25-Mar-2013	Issued	46	C	4185.98	
24775	01-4-2500-000	PAYABLES - TRADE		4185.98		
Invoice Description --> 2013 FCM MEMBERSHIP						
Total :				4185.98	0.00	4185.98
Supplier Total :				4185.98	0.00	4185.98

2067	FORTISBC					
333731	13-Mar-2013	Issued	39	C	278.63	
FEB22/13	01-4-2500-000	PAYABLES - TRADE		278.63		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						
Total :				278.63	0.00	278.63
Supplier Total :				278.63	0.00	278.63

2125	GENERAL PUMP & MACHINE INC.					
333732	13-Mar-2013	Issued	39	C	648.84	
30484	01-4-2500-000	PAYABLES - TRADE		648.84		
Invoice Description --> BCWS - PUMP MAINTENANCE						
Total :				648.84	0.00	648.84
Supplier Total :				648.84	0.00	648.84

2233	GFOA CONFERENCE 2013 c/o CIVICINFO BC					
333786	25-Mar-2013	Issued	46	C	358.40	
CONTSITE	01-4-2500-000	PAYABLES - TRADE		358.40		
Invoice Description --> GFOA PRECONFERENCE SESSION CONTAMINATED SITES						
Total :				358.40	0.00	358.40
Supplier Total :				358.40	0.00	358.40

2240	GIBSON BROTHERS CONTRACTING LTD.					
333733	13-Mar-2013	Issued	39	C	980.00	
11591	01-4-2500-000	PAYABLES - TRADE		980.00		
Invoice Description --> MILLSTREAM WATER SYSTEM REPAIR						
Total :				980.00	0.00	980.00

333787	25-Mar-2013	Issued	46	C	448.00
MARCH11	01-4-2500-000	PAYABLES - TRADE		448.00	
Invoice Description --> LBA ROAD GRADING					

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Total :						448.00	0.00	448.00
Supplier Total :						1428.00	0.00	1428.00

2300	GRAND & TOY							
33734	13-Mar-2013		Issued	39	C			293.86
E548703	01-4-2500-000	PAYABLES - TRADE				74.97		
Invoice Description --> PLANNING OFFICE \$62.96, ACRD OFFICE \$3.98								
E531055	01-4-2500-000	PAYABLES - TRADE				218.89		
Invoice Description --> ACRD OFFICE SUPPLIES \$109.20, TONER \$86.24								
Total :						293.86	0.00	293.86
Supplier Total :						293.86	0.00	293.86

2330	GW SOLUTIONS							
33735	13-Mar-2013		Issued	39	C			1097.71
GWS 11-13-10	01-4-2500-000	PAYABLES - TRADE				1097.71		
Invoice Description --> LBA HYDROGEOLOGY TESTING								
Total :						1097.71	0.00	1097.71
Supplier Total :						1097.71	0.00	1097.71

2485	HOLDER, DAN							
33736	13-Mar-2013		Issued	39	C			4502.40
DHMAR6/13	01-4-2500-000	PAYABLES - TRADE				4502.40		
Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - FEBRUARY 2013								
Total :						4502.40	0.00	4502.40
Supplier Total :						4502.40	0.00	4502.40

2499	HOMETOWN AUTOMOTIVE LTD.							
33737	13-Mar-2013		Issued	39	C			59.47
3124	01-4-2500-000	PAYABLES - TRADE				59.47		
Invoice Description --> JEEP LIBERTY - OIL LUBE, NEW AIR FILTER								
Total :						59.47	0.00	59.47
Supplier Total :						59.47	0.00	59.47

2560	HOULE PRINTING							
33738	13-Mar-2013		Issued	39	C			144.48
11862	01-4-2500-000	PAYABLES - TRADE				144.48		
Invoice Description --> SL OCP MAILOUT								
Total :						144.48	0.00	144.48

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					144.48	0.00	144.48

2770	ISLAND BUSINESS PRINT GROUP LTD.						
33739	13-Mar-2013		Issued	39	C	362.88	
144475	01-4-2500-000	PAYABLES - TRADE			362.88		
Invoice Description -->		ACRD CHEQUES					
Total :					362.88	0.00	362.88
Supplier Total :					362.88	0.00	362.88

2772	ISLAND FIRE PROTECTION LTD.						
33740	13-Mar-2013		Issued	39	C	128.13	
8253	01-4-2500-000	PAYABLES - TRADE			128.13		
Invoice Description -->		BCVFD - HYDROSTATIC TESTING SCBA & CYLINDER NECK CRACK VISUAL CHECKS					
Total :					128.13	0.00	128.13
Supplier Total :					128.13	0.00	128.13

2785	JACK'S EXCEL TIRE CENTRE						
33741	13-Mar-2013		Issued	39	C	1211.78	
11917	01-4-2500-000	PAYABLES - TRADE			91.78		
Invoice Description -->		JEEP LIBERTY - FRONT WHEEL ALIGNMENT					
111699	01-4-2500-000	PAYABLES - TRADE			1120.00		
Invoice Description -->		JEEP LIBERTY - 4 NEW TIRES					
Total :					1211.78	0.00	1211.78
Supplier Total :					1211.78	0.00	1211.78

2787	JACKSON, ROBERT						
33742	13-Mar-2013		Issued	39	C	60.00	
CSPNOV1258461	01-4-2500-000	PAYABLES - TRADE			60.00		
Invoice Description -->		SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE					
Total :					60.00	0.00	60.00
Supplier Total :					60.00	0.00	60.00

2854	KAMMA & BLAKE INDUSTRIES						
33788	25-Mar-2013		Issued	46	C	794.36	
27207	01-4-2500-000	PAYABLES - TRADE			794.36		
Invoice Description -->		BCVFD - 2 FIRE HOSE BASKETS WITH LIFTING HANDLE					
Total :					794.36	0.00	794.36
Supplier Total :					794.36	0.00	794.36

2877	KOERS & ASSOCIATES ENGINEERING LTD.						

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description		Debit	Credit		
33743	13-Mar-2013	Issued	39	C		10679.87	
1245-006	01-4-2500-000	PAYABLES - TRADE		280.00			
Invoice Description --> BCWS - MERSEY ROAD WATER REVIEW							
1265-003	01-4-2500-000	PAYABLES - TRADE		2240.00			
Invoice Description --> BWS - WATER SYSTEM STUDY - CAPITAL							
1204-014	01-4-2500-000	PAYABLES - TRADE		8159.87			
Invoice Description --> BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE							
Total :				10679.87	0.00	10679.87	
Supplier Total :				10679.87	0.00	10679.87	
2890	L.B. WOODCHOPPERS LTD.						
33744	13-Mar-2013	Issued	39	C		63.78	
163723	01-4-2500-000	PAYABLES - TRADE		63.78			
Invoice Description --> BCWS - LIGHT PRUNING SHEARS							
Total :				63.78	0.00	63.78	
Supplier Total :				63.78	0.00	63.78	
3025	LADY ROSE MARINE SERVICES						
33745	13-Mar-2013	Issued	39	C		649.60	
LRFEB13	01-4-2500-000	PAYABLES - TRADE		649.60			
Invoice Description --> BAMFIELD BINS							
Total :				649.60	0.00	649.60	
Supplier Total :				649.60	0.00	649.60	
3247	MATTHEWS STORE FIXTURES & SHELVING						
33747	13-Mar-2013	Issued	39	C		84.84	
64946	01-4-2500-000	PAYABLES - TRADE		84.84			
Invoice Description --> OFFICE SUPPLIES - 3 CASES FILING FOLDERS							
Total :				84.84	0.00	84.84	
Supplier Total :				84.84	0.00	84.84	
3272	MCCONNELL, SHAWN						
33749	13-Mar-2013	Issued	39	C		2342.60	
746589	01-4-2500-000	PAYABLES - TRADE		1093.70			
Invoice Description --> FEBRUARY 2013 LONG BEACH AIRPORT WATER CONTRACTOR							
746590	01-4-2500-000	PAYABLES - TRADE		1248.90			
Invoice Description --> FEBRUARY 2013 MILLSTREAM WATER CONTRACTOR							
Total :				2342.60	0.00	2342.60	
Supplier Total :				2342.60	0.00	2342.60	

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33697	04-Mar-2013	Issued	32	C		1884.96
2611	01-4-2500-000	PAYABLES - TRADE		1884.96		
Invoice Description --> BCWS - DONAHUE HYDRANT INSTALL						
Total :				1884.96	0.00	1884.96
33748	13-Mar-2013	Issued	39	C		1392.16
2619	01-4-2500-000	PAYABLES - TRADE		1392.16		
Invoice Description --> BCWS - KAREN PLACE SERVICE LEAK						
Total :				1392.16	0.00	1392.16
Supplier Total :				3277.12	0.00	3277.12

3280 MCGILL & ASSOCIATES ENGINEERING

33698	04-Mar-2013	Issued	32	C		17027.99
14164	01-4-2500-000	PAYABLES - TRADE		43.68		
Invoice Description --> AVRA AIRPORT BOUNDARY LOCATION NE CORNER						
14162	01-4-2500-000	PAYABLES - TRADE		63.00		
Invoice Description --> LBA WATER SYSTEM EVALUATION						
14155	01-4-2500-000	PAYABLES - TRADE		117.60		
Invoice Description --> AVLF OPERATIONS & MANAGEMENT PLAN						
14158	01-4-2500-000	PAYABLES - TRADE		352.24		
Invoice Description --> WCLF DATALOGGER						
14152	01-4-2500-000	PAYABLES - TRADE		863.25		
Invoice Description --> AVLF - WATER MONITORING PROGRAM						
14154	01-4-2500-000	PAYABLES - TRADE		953.40		
Invoice Description --> WCLF OPERATIONS & MANAGEMENT PLAN						
14161	01-4-2500-000	PAYABLES - TRADE		1283.13		
Invoice Description --> WCLF ANNUAL REPORTING						
14160	01-4-2500-000	PAYABLES - TRADE		1293.60		
Invoice Description --> AVLF ANNUAL REPORTING						
14157	01-4-2500-000	PAYABLES - TRADE		1419.60		
Invoice Description --> WCLF GENERAL CONSULTING COSTS						
14153	01-4-2500-000	PAYABLES - TRADE		1453.60		
Invoice Description --> WCLF - WATER MONITORING PROGRAM						
14159	01-4-2500-000	PAYABLES - TRADE		1656.31		
Invoice Description --> ACRD -GENERAL CONSULTING - BUDGET						
14156	01-4-2500-000	PAYABLES - TRADE		1663.20		
Invoice Description --> AVLF GENERAL CONSULTING COSTS						
14174	01-4-2500-000	PAYABLES - TRADE		2669.18		
Invoice Description --> SLVFD - HAROLD BISHOP FIREHALL SEISMIC UPGRADE						
14175	01-4-2500-000	PAYABLES - TRADE		3196.20		
Invoice Description --> BELL ROAD/STUART ROAD WATER SYSTEM						
Total :				17027.99	0.00	17027.99

33699	04-Mar-2013	Issued	32	C		4315.92
14179	01-4-2500-000	PAYABLES - TRADE		4315.92		
Invoice Description --> AVLF NORTH EAST EXPANSION						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				4315.92	0.00	4315.92
Supplier Total :				21343.91	0.00	21343.91

3505 MFA LEASING

AUTO58459	28-Mar-2013		Issued	38	E	2724.23	
BAMFIRE58459	01-4-2500-000	PAYABLES - TRADE			2724.23		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT							
Total :					2724.23	0.00	2724.23
AUTO58460	28-Mar-2013		Issued	38	E	1654.31	
LBATRACT58460	01-4-2500-000	PAYABLES - TRADE			1654.31		
Invoice Description --> LBA TRACTOR LEASE							
Total :					1654.31	0.00	1654.31
Supplier Total :					4378.54	0.00	4378.54

3371 MINISTER OF FINANCE-QUEENS PRINTER

33751	13-Mar-2013		Issued	39	C	68.26	
32379783	01-4-2500-000	PAYABLES - TRADE			68.26		
Invoice Description --> ELECTION - 2013 BY ELECTION RESULTS IN PROVINCAL GAZETTE							
Total :					68.26	0.00	68.26
Supplier Total :					68.26	0.00	68.26

3340 MINISTER OF FINANCE

33700	04-Mar-2013		Issued	32	C	1799.50	
MSPMAR13	01-4-2500-000	PAYABLES - TRADE			1799.50		
Invoice Description --> MSP PREMIUMS FOR MARCH 2013							
Total :					1799.50	0.00	1799.50
Supplier Total :					1799.50	0.00	1799.50

3370 MINISTER OF FINANCE

33750	13-Mar-2013		Issued	39	C	545.00	
Q205497	01-4-2500-000	PAYABLES - TRADE			545.00		
Invoice Description --> AVLF - STUMPAGE COSTS GRAVEL SOURCE LANDS/COVER MATERIAL							
Total :					545.00	0.00	545.00
Supplier Total :					545.00	0.00	545.00

3500 MUNICIPAL FINANCE AUTHORITY

EFT-3	25-Mar-2013		Issued	57	E	5433.40
64-1/2013	01-4-2500-000	PAYABLES - TRADE			5433.40	
Invoice Description --> INFRASTRUCTURE DEBT						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				5433.40	0.00	5433.40
EFT-4	04-Mar-2013	Issued	57	E		17.92
02/2013/TEMP	01-4-2500-000	PAYABLES - TRADE		17.92		
Invoice Description --> TEMPORARY BORROWING INTEREST						
Total :				17.92	0.00	17.92
Supplier Total :				5451.32	0.00	5451.32

3647	NORTH ISLAND COLLEGE					
33752	13-Mar-2013	Issued	39	C		120.00
02-685939	01-4-2500-000	PAYABLES - TRADE		120.00		
Invoice Description --> BCWS - PROFESSIONAL DEVELOPMENT - LOOKER & FORSYTH						
Total :				120.00	0.00	120.00
33789	25-Mar-2013	Issued	46	C		650.00
08-686562	01-4-2500-000	PAYABLES - TRADE		650.00		
Invoice Description --> BCVFD - TRAINING						
Total :				650.00	0.00	650.00
Supplier Total :				770.00	0.00	770.00

3651	NORTH ISLAND LABORATORIES					
33753	13-Mar-2013	Issued	39	C		2973.04
84841	01-4-2500-000	PAYABLES - TRADE		2973.04		
Invoice Description --> WCLF WATER TESTING						
Total :				2973.04	0.00	2973.04
33790	25-Mar-2013	Issued	46	C		295.68
84918	01-4-2500-000	PAYABLES - TRADE		295.68		
Invoice Description --> BWS - WATER SYSTEM TESTING						
Total :				295.68	0.00	295.68
Supplier Total :				3268.72	0.00	3268.72

2010	OUGHTRED COFFEE & TEA LTD.					
33730	13-Mar-2013	Issued	39	C		100.48
63749	01-4-2500-000	PAYABLES - TRADE		100.48		
Invoice Description --> OFFICE SUPPLIES						
Total :				100.48	0.00	100.48
Supplier Total :				100.48	0.00	100.48

3792	PACIFIC BLUE CROSS					
33791	25-Mar-2013	Issued	46	C		209.66
BCWS - PBCAPR13	01-4-2500-000	PAYABLES - TRADE		209.66		

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Invoice No.	Account No.	Account Description					
Invoice Description --> BCWS - APRIL 2013 PREMIUMS							
PBCAPR13	01-4-2500-000	PAYABLES - TRADE			3859.38		
Invoice Description --> APRIL 2013 PREMIUMS							
Total :					4069.04	0.00	4069.04
Supplier Total :					4069.04	0.00	4069.04

4010	PETRO CANADA						
333754	13-Mar-2013	Issued	39	C			1110.39
PCFEB27/13	01-4-2500-000	PAYABLES - TRADE			1110.39		
Invoice Description --> FUEL RD VEHICLES							
Total :					1110.39	0.00	1110.39
Supplier Total :					1110.39	0.00	1110.39

3797	PITEAU ASSOCIATES						
333792	25-Mar-2013	Issued	46	C			13106.11
16232	01-4-2500-000	PAYABLES - TRADE			13106.11		
Invoice Description --> WCLF - WATER MONITORING							
Total :					13106.11	0.00	13106.11
Supplier Total :					13106.11	0.00	13106.11

4040	PITNEYWORKS						
333793	25-Mar-2013	Issued	46	C			88.48
BCID13/02/13	01-4-2500-000	PAYABLES - TRADE			88.48		
Invoice Description --> BCWS OFFICE SUPPLIES							
Total :					88.48	0.00	88.48
Supplier Total :					88.48	0.00	88.48

3787	PORT ALBERNI ASSOCIATION FOR CHILDREN WITH DEVELOPMENTAL DISABILITI						
333701	04-Mar-2013	Issued	32	C			25000.00
FEB19/13	01-4-2500-000	PAYABLES - TRADE			25000.00		
Invoice Description --> HEALTH NETWORK GRANT							
Total :					25000.00	0.00	25000.00
Supplier Total :					25000.00	0.00	25000.00

4184	QT TECHNOLOGIES						
333755	13-Mar-2013	Issued	39	C			995.00
2013GOLDSEV	01-4-2500-000	PAYABLES - TRADE			995.00		
Invoice Description --> GOLD SERVICE - ARVA SOFTWARE SUPPORT 2013-14							
Total :					995.00	0.00	995.00

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

Supplier : 0001 To 9193
Trans. Date : 01-Mar-2013 To 31-Mar-2013
Cheque Date : 01-Mar-2013 To 31-Mar-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Supplier Total :					995.00	0.00	995.00

4187	QUALITY FOODS-PORT ALBERNI						
33756	13-Mar-2013	Issued	39	C			32.99
61759174	01-4-2500-000	PAYABLES - TRADE			32.99		
Invoice Description --> OFFICE SUPPLIES							
Total :					32.99	0.00	32.99
33794	25-Mar-2013	Issued	46	C			87.01
765511	01-4-2500-000	PAYABLES - TRADE			87.01		
Invoice Description --> OFFICE SUPPLIES							
Total :					87.01	0.00	87.01
Supplier Total :					120.00	0.00	120.00

4323	R.F. BINNIE & ASSOCIATES LTD.						
33795	25-Mar-2013	Issued	46	C			1354.51
130114	01-4-2500-000	PAYABLES - TRADE			1354.51		
Invoice Description --> ACRD - RING ROAD PROJECT							
Total :					1354.51	0.00	1354.51
Supplier Total :					1354.51	0.00	1354.51

4370	R.J. DUNCAN & ASSOCIATES						
33703	04-Mar-2013	Issued	32	C			9072.00
27611	01-4-2500-000	PAYABLES - TRADE			672.00		
Invoice Description --> T4 ELECTRONIC SUMMARY INPUT AND FILE							
27559	01-4-2500-000	PAYABLES - TRADE			8400.00		
Invoice Description --> 2012 AUDIT - INTERM BILLING #1							
Total :					9072.00	0.00	9072.00
33796	25-Mar-2013	Issued	46	C			322.56
27753	01-4-2500-000	PAYABLES - TRADE			322.56		
Invoice Description --> PREPARATION & FILING OF AMENDED T4'S							
Total :					322.56	0.00	322.56
Supplier Total :					9394.56	0.00	9394.56

4220	RAYNER & BRACHT LTD						
33757	13-Mar-2013	Issued	39	C			1926.40
2013032	01-4-2500-000	PAYABLES - TRADE			1926.40		
Invoice Description --> BAMFIELD BIN CHARGES							
Total :					1926.40	0.00	1926.40
Supplier Total :					1926.40	0.00	1926.40

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 Cheque No. : All
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Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
4510	RBC ROYAL BANK VISA					
333759	13-Mar-2013	Issued	39	C		1202.30
FEB25/13	01-4-2500-000	PAYABLES - TRADE		1202.30		
Invoice Description --> BCVFD - CELLS \$192.81, OFFICE \$777.31, TRAIN \$41.42, EQUIPMENT \$190.76						
Total :				1202.30	0.00	1202.30
Supplier Total :				1202.30	0.00	1202.30
4280	RECEIVER GENERAL FOR CANADA					
333702	04-Mar-2013	Issued	32	C		16470.56
PD7A - FEB17/13-DI	01-4-2500-000	PAYABLES - TRADE		565.17		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING FEBRUARY 17, 2013 - DIRECTORS						
PD7A - FEB17/13	01-4-2500-000	PAYABLES - TRADE		15905.39		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING FEBRUARY 17, 2013						
Total :				16470.56	0.00	16470.56
Supplier Total :				16470.56	0.00	16470.56
333758	13-Mar-2013	Issued	39	C		34261.94
PD7A - MAR3/13 DIF	01-4-2500-000	PAYABLES - TRADE		205.86		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MARCH 3, 2013 - DIRECTORS						
PD7A - MAR17/13 D	01-4-2500-000	PAYABLES - TRADE		733.80		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MARCH 17, 2013 - DIRECTORS						
PD7A - MAR17/13	01-4-2500-000	PAYABLES - TRADE		16137.78		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MARCH 17, 2013						
PD7A - MAR3/13	01-4-2500-000	PAYABLES - TRADE		17184.50		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MARCH 3, 2013						
Total :				34261.94	0.00	34261.94
Supplier Total :				50732.50	0.00	50732.50
4475	ROCKY MOUNTAIN PHOENIX					
333797	25-Mar-2013	Issued	46	C		10014.12
IN72035	01-4-2500-000	PAYABLES - TRADE		10014.12		
Invoice Description --> BCVFD - THERMAL IMAGING CAMERA						
Total :				10014.12	0.00	10014.12
Supplier Total :				10014.12	0.00	10014.12
4491	ROMPRE, SUZANNE					
333704	04-Mar-2013	Issued	32	C		700.00
FEB1-28/13	01-4-2500-000	PAYABLES - TRADE		700.00		
Invoice Description --> FEBRUARY BAMFIELD TRANSFER STATION CONTRACTOR						
Total :				700.00	0.00	700.00
Supplier Total :				700.00	0.00	700.00

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33760	13-Mar-2013	Issued	39	C		727.44
09-MAR-13	01-4-2500-000	PAYABLES - TRADE		727.44		
Invoice Description --> ACRD MONTHLY CONSOLIDATED INTERNET/CABLE - APRIL 2013						
Total :				727.44	0.00	727.44
Supplier Total :				727.44	0.00	727.44

4611	SHRED-IT INC. - c/o V7429C					
33798	25-Mar-2013	Issued	46	C		121.83
9000480469	01-4-2500-000	PAYABLES - TRADE		121.83		
Invoice Description --> ACRD OFFICE - SHREDDING						
Total :				121.83	0.00	121.83
Supplier Total :				121.83	0.00	121.83

4720	SMITH, WAYNE					
33800	25-Mar-2013	Issued	46	C		26.00
42	01-4-2500-000	PAYABLES - TRADE		26.00		
Invoice Description --> AGRICULTURAL COMM. - ISLANDS AGRIC. SHOW						
Total :				26.00	0.00	26.00
Supplier Total :				26.00	0.00	26.00

4723	SMITTY'S					
33801	25-Mar-2013	Issued	46	C		138.59
943824	01-4-2500-000	PAYABLES - TRADE		64.67		
Invoice Description --> COMMITTEE MEETING - FIRE CHIEFS						
943830	01-4-2500-000	PAYABLES - TRADE		73.92		
Invoice Description --> COMMITTEE MEETING - BCWS ADVISORY						
Total :				138.59	0.00	138.59
Supplier Total :				138.59	0.00	138.59

4728	SONBIRD REFUSE & RECYCLING LTD.					
33761	13-Mar-2013	Issued	39	C		20163.82
15115	01-4-2500-000	PAYABLES - TRADE		20163.82		
Invoice Description --> FEBRUARY WC GARBAGE & RECYCLING						
Total :				20163.82	0.00	20163.82
Supplier Total :				20163.82	0.00	20163.82

4619	SOULES CONSULTING LTD.					
33799	25-Mar-2013	Issued	46	C		1120.00
01:13:054	01-4-2500-000	PAYABLES - TRADE		1120.00		
Invoice Description --> PROFESSIONAL DEVELOPMENT						

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Supplier : 0001 To 9193
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Cheque Date : 01-Mar-2013 To 31-Mar-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				1120.00	0.00	1120.00
Supplier Total :				1120.00	0.00	1120.00

4785 STEWART MCDANNOLD STUART

33762	13-Mar-2013		Issued	39	C	3685.86	
63501	01-4-2500-000	PAYABLES - TRADE			73.92		
Invoice Description --> LEGAL FEES							
63500	01-4-2500-000	PAYABLES - TRADE			416.64		
Invoice Description --> LEGAL FEES							
63499	01-4-2500-000	PAYABLES - TRADE			436.52		
Invoice Description --> LEGAL FEES							
63542	01-4-2500-000	PAYABLES - TRADE			462.84		
Invoice Description --> LEGAL FEES							
63502	01-4-2500-000	PAYABLES - TRADE			967.68		
Invoice Description --> LEGAL FEES							
63541	01-4-2500-000	PAYABLES - TRADE			1328.26		
Invoice Description --> LEGAL FEES							
Total :					3685.86	0.00	3685.86
Supplier Total :					3685.86	0.00	3685.86

4885 SUN COAST WASTE SERVICES

33763	13-Mar-2013		Issued	39	C	23581.22	
100832	01-4-2500-000	PAYABLES - TRADE			23581.22		
Invoice Description --> FEBRUARY AV RECYCLING CONTRACT							
Total :					23581.22	0.00	23581.22
Supplier Total :					23581.22	0.00	23581.22

5410 TD VISA

33806	25-Mar-2013		Issued	46	C	5747.00	
MAR5/13	01-4-2500-000	PAYABLES - TRADE			5747.00		
Invoice Description --> BCWWA \$1,143, BCWS SUPP. \$460, TONER \$2,907, AVHN \$162, DIR. TRAVEL \$175, TRAVEL \$72							
Total :					5747.00	0.00	5747.00
Supplier Total :					5747.00	0.00	5747.00

4984 TELUS

33802	25-Mar-2013		Issued	46	C	3051.60	
MAR7/13-1	01-4-2500-000	PAYABLES - TRADE			218.61		
Invoice Description --> BCWS - MAINTENANCE OFFICE PHONE, FAX & PHONES PUMPHOUSE							
MAR7/13	01-4-2500-000	PAYABLES - TRADE			2832.99		
Invoice Description --> ACRD CONSOLIDATED							
Total :					3051.60	0.00	3051.60

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Supplier	Supplier Name				Medium	Amount	
Chq/Ref #	Cheque Date	Status	Batch		Debit	Credit	
Invoice No.	Account No.	Account Description					
Supplier Total :					3051.60	0.00	3051.60
<hr/>							
2320	THE GRAPHICS FACTORY						
33696	04-Mar-2013	Issued	32		C	338.13	
20632	01-4-2500-000	PAYABLES - TRADE			53.65		
Invoice Description --> ACRD OFFICE - NAME PLATES							
20627	01-4-2500-000	PAYABLES - TRADE			66.08		
Invoice Description --> BUSINESS CARDS - BANTON							
20622	01-4-2500-000	PAYABLES - TRADE			218.40		
Invoice Description --> BC PARKS - SIGNS							
Total :					338.13	0.00	338.13
Supplier Total :					338.13	0.00	338.13
<hr/>							
3057	THE LOCKSMITH MONSTER						
33746	13-Mar-2013	Issued	39		C	556.08	
CH1341	01-4-2500-000	PAYABLES - TRADE			556.08		
Invoice Description --> BCWS - KITSUKSIS RESEVOIR - PAD LOCKS							
Total :					556.08	0.00	556.08
Supplier Total :					556.08	0.00	556.08
<hr/>							
5020	TOFINO AIRLINES LTD						
33764	13-Mar-2013	Issued	39		C	3631.60	
163	01-4-2500-000	PAYABLES - TRADE			742.00		
Invoice Description --> LBA - JAUNARY 2013 DAILY AIRPORT SAFETY CHECKS							
162	01-4-2500-000	PAYABLES - TRADE			2889.60		
Invoice Description --> LONG BEACH AIRPORT CONTRACT WORK (JANUARY 2013)							
Total :					3631.60	0.00	3631.60
33803	25-Mar-2013	Issued	46		C	2254.00	
165	01-4-2500-000	PAYABLES - TRADE			742.00		
Invoice Description --> LBA - FEBRUARY 2013 DAILY AIRPORT SAFETY CHECKS							
164	01-4-2500-000	PAYABLES - TRADE			1512.00		
Invoice Description --> LONG BEACH AIRPORT CONTRACT WORK (FEBRUARY 2013)							
Total :					2254.00	0.00	2254.00
Supplier Total :					5885.60	0.00	5885.60
<hr/>							
5025	TOM HARRIS CELLULAR LTD						
33705	04-Mar-2013	Issued	32		C	33.60	
PORTAIN76271	01-4-2500-000	PAYABLES - TRADE			33.60		
Invoice Description --> BCWS - IPAD SIM							
Total :					33.60	0.00	33.60

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Supplier Total :					33.60	0.00	33.60
<hr/>							
5069	TOTAL DELIVERY SYSTEMS						
33765	13-Mar-2013	Issued	39	C			54.18
148693	01-4-2500-000	PAYABLES - TRADE			54.18		
Invoice Description --> POSTAGE - BWS \$15.85, AVLF WATER TESTING \$14.63, SB WATER							
Total :					54.18	0.00	54.18
Supplier Total :					54.18	0.00	54.18
<hr/>							
0900	TRACY BOND (PETTY CASH)						
33770	18-Mar-2013	Cancelled	41	C			170.49
TBMAR18/13	01-4-2500-000	PAYABLES - TRADE			170.49		
Invoice Description --> OFFICE \$101.99, ACHN \$20, SL OCP \$48.50							
33770	18-Mar-2013	Cancelled	43	C			-170.49
TBMAR18/13	01-4-2500-000	PAYABLES - TRADE			-170.49		
Invoice Description --> OFFICE \$101.99, ACHN \$20, SL OCP \$48.50							
Total :					0.00	0.00	0.00
33772	18-Mar-2013	Issued	44	C			170.49
TBMAR18/13	01-4-2500-000	PAYABLES - TRADE			170.49		
Invoice Description --> OFFICE \$101.99, ACHN \$20, SL OCP \$48.50							
Total :					170.49	0.00	170.49
Supplier Total :					170.49	0.00	170.49
<hr/>							
5114	TRINEX INTERNET SOLUTIONS INC						
33766	13-Mar-2013	Issued	39	C			448.00
6089	01-4-2500-000	PAYABLES - TRADE			448.00		
Invoice Description --> MARCH 2013 WEBSITE MAINTENANCE							
Total :					448.00	0.00	448.00
Supplier Total :					448.00	0.00	448.00
<hr/>							
5186	UCLUELET RENT-IT CENTER						
33767	13-Mar-2013	Issued	39	C			772.80
15008	01-4-2500-000	PAYABLES - TRADE			772.80		
Invoice Description --> SALMON BEACH GARBAGE - FEBRUARY 2013							
Total :					772.80	0.00	772.80
Supplier Total :					772.80	0.00	772.80
<hr/>							
5195	UNISERVE COMMUNICATIONS CORPORATION						
33768	13-Mar-2013	Issued	39	C			39.09
000502023-0228201	01-4-2500-000	PAYABLES - TRADE			39.09		
Invoice Description --> MARCH 2013 WCLF & BWS INTERNET SERVICE							

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				39.09	0.00	39.09
Supplier Total :				39.09	0.00	39.09

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5263	VADIM SOFTWARE					
333706	04-Mar-2013		Issued	32	C 294.00	
I-VC08103	01-4-2500-000	PAYABLES - TRADE			294.00	
Invoice Description --> BCWS - ITRON SETUP						
Total :				294.00	0.00	294.00
Supplier Total :				294.00	0.00	294.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5278	VANCOUVER ISLAND PUBLISHING GROUP A/R					
333804	25-Mar-2013		Issued	46	C 785.48	
PEND00002071	01-4-2500-000	PAYABLES - TRADE			222.88	
Invoice Description --> AVLF - RECYCLING POSTER AD						
AVTD00003360	01-4-2500-000	PAYABLES - TRADE			562.60	
Invoice Description --> PUBLIC CONSULTATION ADVERTISING						
Total :				785.48	0.00	785.48
Supplier Total :				785.48	0.00	785.48

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5293	VANCOUVER ISLAND HEALTH AUTHORITY					
333805	25-Mar-2013		Issued	46	C 300.00	
332013	01-4-2500-000	PAYABLES - TRADE			150.00	
Invoice Description --> BAMFIELD WATER SYSTEM OPERATING PERMIT 2013						
34034	01-4-2500-000	PAYABLES - TRADE			150.00	
Invoice Description --> MILLSTREAM WATER OPERATING PERMIT 2013						
Total :				300.00	0.00	300.00
Supplier Total :				300.00	0.00	300.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5432	WALLACE TECHNICAL LTD.					
333807	25-Mar-2013		Issued	46	C 211.68	
20130301	01-4-2500-000	PAYABLES - TRADE			211.68	
Invoice Description --> BCWS - VIBRATION ANALYSIS SURVEY						
Total :				211.68	0.00	211.68
Supplier Total :				211.68	0.00	211.68

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5501	WEST COAST COMMUNITY RESOURCES SOCIETY					
333707	04-Mar-2013		Issued	32	C 15000.00	
FEB19/13	01-4-2500-000	PAYABLES - TRADE			15000.00	
Invoice Description --> HEALTH NETWORK GRANT FOR COASTAL FAMILY RESOURCE COALITION						
Total :				15000.00	0.00	15000.00

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Bank : 1 To 3
Status : All
Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			

Supplier Total : 15000.00 0.00 15000.00

5543	WL SOLUTIONS LTD				
33808	25-Mar-2013		Issued	46	C 3813.60
1968	01-4-2500-000	PAYABLES - TRADE			3813.60
Invoice Description --> BWS - FLOW METER FOR RECHLORINATION PROJECT					
Total :					3813.60 0.00 3813.60
Supplier Total :					3813.60 0.00 3813.60

Total Computer Paid :	<u>534,038.00</u>	Total EFT PAP :	<u>9,829.86</u>	Total Paid :	<u>543,867.86</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		



REQUEST FOR DECISION

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

From: Mike Irg, Manager of Planning and Development

Date: April 17, 2013

Subject: Regional Parks Plan

Recommendation:

That the Regional Board accept the Regional Parks Plan Proposal for the Alberni-Clayoquot Regional District submitted by Valhalla Trails Ltd. in the amount of \$31,675.00 before applicable taxes.

Summary:

A total of five proposals have been submitted:

Valhalla Trails Ltd.	\$31,675.00
Royal Roads University	\$35,850.00
HMV TRIM	\$36,000.00
Lees & Associates	\$37,179.25
Cairnstone Planning	\$40,000.00

Background:

The Regional Parks Plan Request for Proposals has been advertised in all the local newspapers, posted on the ACRD website and posted on Civic Info under Bids and Tenders.

Time Requirements – Staff & Elected Officials:

The project completion is estimated to be eight months

Financial:

The budget set for the consultant costs is \$40,000.00, the proposal submitted by Valhalla Trails Ltd. if below the budget limit set.

Policy or Legislation:

Regional Parks is an established Regional District service. The request for proposals process has followed the ACRD purchasing policy.



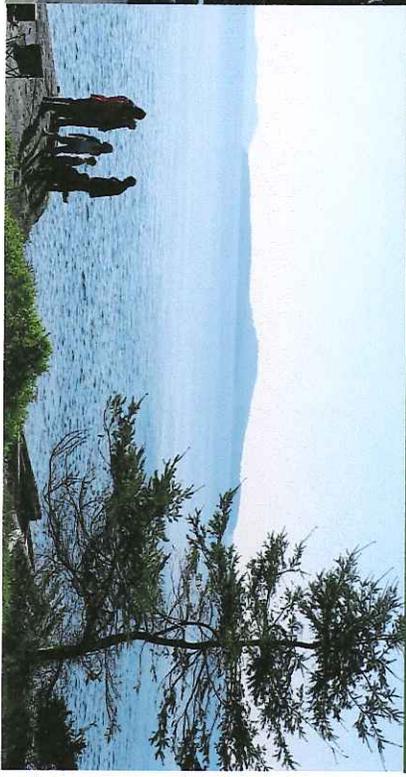
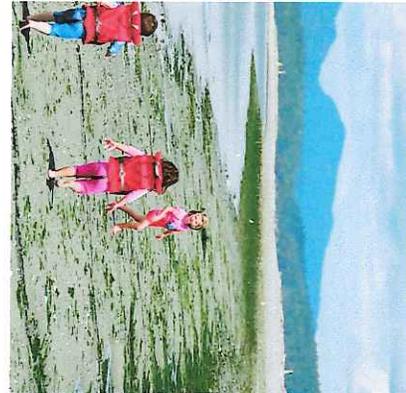
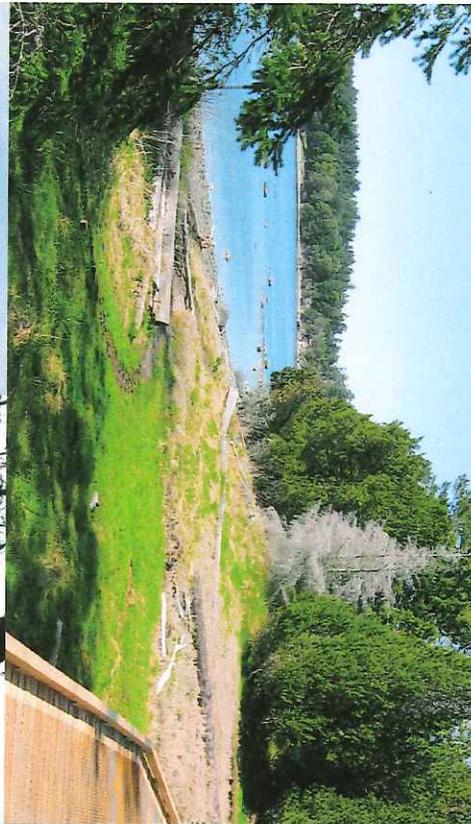
Submitted by: _____

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



Approved by: _____

Russell Dyson, Chief Administrative Officer



REGIONAL PARKS PLAN ALBERNI - CLAYOQUOT REGIONAL DISTRICT

3008 FIFTH AVENUE
PORT ALBERNI, BC V9Y 2E3
MIKE IRG, MANAGER OF PLANNING AND DEVELOPMENT



VALHALLATRAILS.COM
1730 PRITCHARD ROAD, COWICHAN BAY, BC
(250) 710-9822

Mike Irg, Manager of Planning and Development
Alberni - Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

April 10, 2013

Dear Mike,

Valhalla Trails Ltd would like to thank you for the opportunity to submit this proposal for the creation of a Regional Parks Plan for the Alberni - Clayoquot Regional District. For the purposes of this project we are pleased to partner with Kelly Gesner of Landworks Consultants Ltd, to add depth to our expertise and a greater understanding of the local communities within the Alberni Clayoquot Regional District.

We would be delighted to assist your team with developing this valuable resource that will provide local economic development and sustainable tourism opportunities that will be appreciated by generations to come. Valhalla Trails Ltd specializes in parks and trail design, planning, and construction contracting. We are fully insured, and in good standing with Worksafe BC. Our goal is to design and build parks and trail systems that are world-class quality and provide the user with a sustainable experience that reflects the beauty, character and spirit of the local environment.

Our team enjoys working with public and private sector agencies as well as first nations and stakeholder groups to find solutions to a variety of environmental, economic, social and recreational issues surrounding parks and trails, outdoor recreation design, planning and construction.

Some of our specific experience and accreditations extend from our affiliations with:

- Canadian Institute of Planners (MCIP)
- Professional Trail Builders Association (PTBA)
- BC Recreation and Parks Association (BCRPA)
- International Mountain Biking Association (IMBA) Corporate Sponsor
- Horse Council of British Columbia (HCBC)

Please find enclosed a project approach for the Regional Parks Plan as well as a collection of our resumes and related projects, that we feel make us uniquely qualified for this project.

Sincerely yours,

Danica Rice, MEVDS, RPP, MCIP
Planning Director,
Valhalla Trails Ltd.
dice@valhallatrails.com
250-710-9822

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COMPANY OVERVIEW - VALHALLA TRAILS LTD

OUR FIRM

Valhalla Trails Ltd. is a small multi-disciplinary consulting firm offering a variety of technical and hands-on services including the following:

- design
- planning
- layout
- construction
- geographic information systems (GIS)
- remote sensing
- site analysis and inventory
- GPS data capture and data base creation

Our clients include land managers, land developers, private consultants, engineers and landscape architects.

OUR GOAL

In every project we undertake, our goal is to provide a comprehensive community- and user-based approach to planning and constructing outdoor recreation areas and trails. A successful project to us is one in which the results are aesthetically pleasing, safe, functional and environmentally sensitive, as well as having been achieved cost effectively and to the client's satisfaction.

RECREATION PLANNING & DESIGN

Valhalla Trails Ltd specializes in outdoor recreation planning and design, with a focus on developing amenities such as open space parks, multi-use trail systems, interpretive opportunities, freeride mountain bike parks and community-based parks—amenities to serve resident and visiting populations of all ages and abilities.

We plan and design all of our parks and trails to be at a reasonable cost to the landowner to ensure that they ultimately become prized and well-used community amenities.



TRAILS ARE OUR PASSION- CARLIANO
SUSPENSION BRIDGE IN CLIFFWALKER, 2010

PUBLIC CONSULTATION AND EDUCATION

One of our firm's key strengths is our ability to work closely with government agencies, volunteer groups, community stakeholder groups and the private sector. The engagement strategy we use for public consultation is tailored to each project.

We work and volunteer with local groups, participating in public education efforts related to trail and park issues and help and help to shape community visions for outdoor recreation amenities.

We have experience with projects requiring cultural sensitivity and the input of First Nations. We have project experience from Zimbabwe, British Columbia, northern Alberta, Hawaii, Colorado and Nicaragua.

As a member of the Canadian Institute of Planners (RPP), Darnica Rice, our Planning Director is well versed in public engagement strategies, continually aiming to improve personal and visual communication techniques in a constructive and positive format.

LAND USE PLANNING

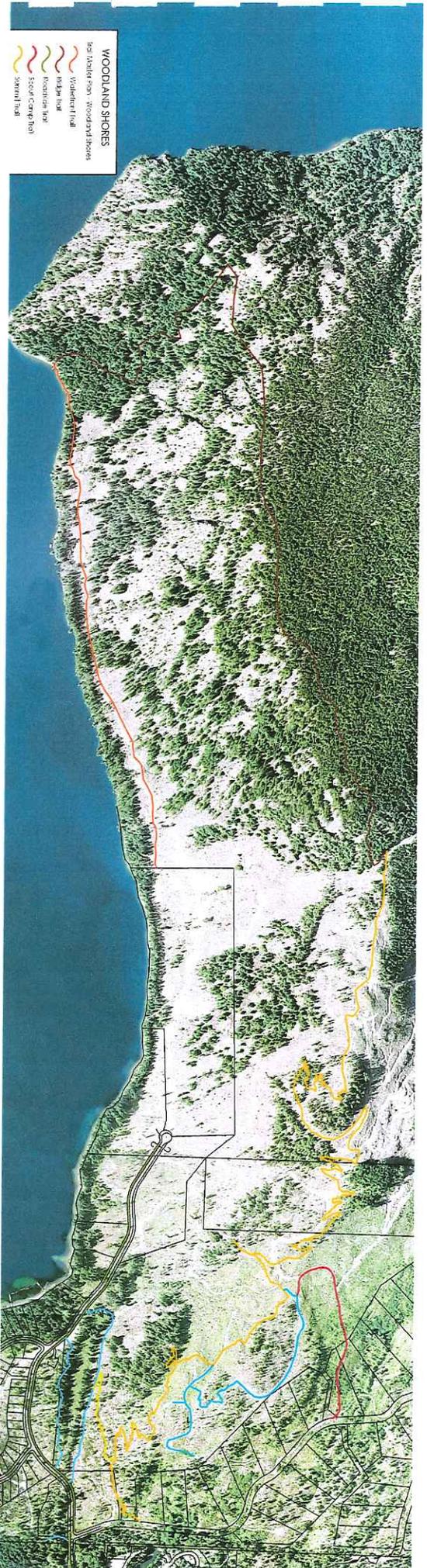
We transfer the main concepts of park and trail planning and layout to the de-

velopment design and review processes. We are experienced in working closely with government agencies, private developers and landowners to find the most sustainable solutions for placing residences, commercial nodes, parks and trails. We work on the principles of environmental design, preferring to encourage our clients to place sustainable pedestrian linkages in a community before defining lot lines. In doing so, the community has a natural and organic trail spine that is positive for wildlife, a real estate benefit and ultimately a better quality of life for those living there.

MAPPING SERVICES

We offer a full range of mapping services using GPS, GIS and other technologies to provide a spatial context for new and existing projects. For example, using GPS (Global Positioning System) technology we can delineate a trail, collect signage inventory or examine sensitive habitat. After importing that information into GIS (Geographic Information System) mapping software, we overlay the alignment on satellite photography, aerial photography, property information, environmental data or elevation models.

Our GIS services include digital cartography, digital GIS data services, database programming, habitat modelling, and 3D landscape visualizations. Final products can be either paper maps or computer-generated images.



TRAIL PLANNING & DESIGN

Well-designed and well-built, long-lasting trails begin with sound planning and field-based site analysis. We provide field planning and layout services to ensure that trail alignments drawn on paper are sustainable and properly and legally positioned or placed avoiding erosion or long term maintenance or safety concerns.

TRAIL CONSTRUCTION

We construct trails that are environmentally sensitive, aesthetically pleasing and durable. Our trail crew is highly experienced in building summer and winter recreation trails that meet industry standards regarding slope and cross-slope specifications, tread width and material types. Our technical knowledge comes from decades of constructing hand-and machine-built trails. We also have experience working with a wide range of trail and landscape structures and can provide environmental solutions to most sensitive areas.

PROFESSIONAL TRAIL BUILDER (PTBA)

Valhalla Trails Ltd. is a member of the Professional Trail Builders Association (www.trailbuilders.org). Founded in 1976, the PTBA is North America's largest private

sector group of trail specialists, professional trail contractors, designers, and consultants. Our membership is small because PTBA stands for quality over quantity—maintaining a high level of professionalism in our members helps continue PTBA's excellent reputation. Experts in trail planning, design, construction, design/build, maintenance, training, and consulting work with all government, non-profit, and private entities to craft quality trail projects.

SIGNAGE AND INTERPRETIVE PRESENTATION

With a full shop set-up, we offer planning, design, construction and installation of way-finding and interpretive signage. Signage is a key for informing users of route choices, destinations, trail difficulty, distances and permitted trail uses. We provide signage inventories using GPS to help managers keep track of the signs located on their trail networks.

HISTORIC PRESERVATION AND RECLAMATION

We offer reconstruction and rehabilitation services for historic trails, cabins, flumes, ditches and other structures that require sensitive maintenance to keep them intact. Examples of our work include installing windows, doors and flooring for public access into historic mining cabins, and rebuilding historic mining flumes and wagon trails.



PROJECT APPROACH

PURPOSE

The Alberni-Clayoquot Regional District (ACRD) is looking for a qualified consultant to create a Regional Parks Plan (the Plan) for the Alberni-Clayoquot Regional District. Participants in the service include Electoral Areas "A" (Barnfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproutlake), "E" (Beaver Creek), "F" (Cherry Creek), the City of Port Alberni, and the Districts of Ucluelet and Tolino. The Huu-ay-ah First Nation and Yuułuᑭiᑭath are members of the Regional District but are not participating in this service. The Plan will build upon the foundation set out by the Regional Park and Trails Policy Report that was completed in 2008 and will provide strategic direction for future parks, trail creation and management thereof.

CONTACT

Danica Rice will be the main contact for Valhalla Trails Ltd (VTL) and the following proposal outlines our approach for completing for the Regional Parks Plan for the Alberni-Clayoquot Regional District.

Our contact information is as follows:

Danica Rice, Planning Director
Valhalla Trails Ltd,
1730 Pritchard Road,
Cowichan Bay, BC, VOR 1N1
drice@valhallatrails.com
250-710-9822

GOALS

The goals of this plan are to provide the following:

- an overall vision and plan for regional parks and trails within the ACRD
- a plan that meets the unique needs of the entire ACRD and its varying communities (Areas A-F, the City of Port Alberni, the Districts of Ucluelet and Tolino and the ten First Nations where possible)
- to provide recommendations for policies for management and to develop existing and future regional parks,
- to develop alternatives for managing recreation resources in partnership with land owners, outdoors groups and First Nations.
- to ensure that the regional parks service benefits all residents of the ACRD
- to ensure local community and government involvement and leadership
- to provide an implementation strategy to support and enhance a competitive, sustainable (economically, environmentally and socially) regional parks service.

KICK OFF MEETING

VTL and Kelly Gesner will meet with staff to collect all relevant background information and documents, clarify roles and responsibilities, review the proposed work plan, the process to be followed and the proposed schedule.

We will also request information regarding stakeholders and a variety of community groups who may be representative of the overall needs of the general community.

WORK SCHEDULING AND COORDINATION

Valhalla Trails Ltd (VTL) will follow the timeline outlined below with some flexibility should the need arise.

TASK	DATE (2013)
1. Project Scope Sign-off	May
2. Background Research	May
3. Stakeholders Meetings	May/June
4. Parks and Trail Inventory	June-September
5. First Public Engagement Series- Open House	July
6. Needs Assessment and Recommendations	July
7. Interim Report	August
8. Draft Plan	September
9. Draft to Committees and Commissions for review	September
10. Second Public Engagement - Open House	October
11. Final Plan	November
12. Final Plan to Committees and Board	December

BACKGROUND RESEARCH

"At present, Alberni-Clayoquot Regional District has only two regional parks – a situation which has not changed in over twenty years. To date, there has been no systematic overview of outdoor recreation in the regional district and little discussion about whether there is a role for an increased level of regional recreation" (Alberni-Clayoquot Regional District Regional Park and Trails Policy Report, 2008)

Valhalla Trails Ltd will conduct a review of all existing plans, available mapping data, environmental and geotechnical studies, historic studies and other documentation relevant to the Alberni-Clayoquot Regional District park system.

VTL will integrate this foundation material into the new plan. Informative reports might include details from the following documents and policies:

- 2008 Park and Trails Policy Report
- Alberni Valley Trails Planning Study
- other studies relevant to the process

This review will help to identify the unique assets, key destinations, linkages and the basic purpose of each park and trail within the Alberni-Clayoquot Regional District. VTL will review all background and resource material, and prepare a working map of the parks, trails and facilities on the ACRD.

A further component of our background research will include an information meetings with staff, commissions, stakeholders and relevant local groups to determine the potential for all parks.

PRELIMINARY VISION MEETINGS WITH THE COMMUNITY

Preliminary visioning meetings with key stakeholder groups will provide an opportunity to introduce the project and identify opportunities and challenges that may arise within the process. Early and ongoing consultation will include meetings with the ACRD and commissions, workshops encompassing all Electoral Areas, the City of Port Alberni, the District of Ucluelet, and District Tofino and First Nations.

VTL will work with all defined stakeholder groups and organizations to ensure an appropriate level of consultation is achieved and that all public involvement activity is conducted in a manner in which the ACRD is comfortable.

From these early meetings a general survey will be prepared and subsequently administered at public events and through other media options such as the ACRD website etc..

DELIVERABLE #1: An update report will be prepared providing a review of all back ground documentation including LUI mapping, draft survey questions, an outline of the outcome of the introductory meetings, key project information, trends and stakeholder details that will help to form the general context of the study.

PARKS AND TRAIL INVENTORY

VTL will collect, photograph and GPS inventory all potential and existing park, trails and related basic infrastructure within the ACRD. Based on the data captured with our Trimble GeoXT handheld GPS and Nikon digital camera, and consultation with the ACRD and stakeholders, we will provide a map of existing parks and trails as well as a description of the strengths and weaknesses associated with each including:

- trail system route options
- recreation typology for each park (tot lots, open space parks etc)
- general trail function, user group classification and destination
- functional elements required to make the park a success ("if I were a tourist")

Through formal meetings, coffee gatherings and working in the field with the project manager, Regional Parks, the public and stakeholder groups, our team will work to recruit solid supporters for the project and examine the broad possibilities for the entire park system. We will identify areas with scenic vistas, unique land formations, significant cultural features, and interesting sensory experiences, as well as essential community connections.

While inventorying the parks, careful attention will be paid to ensure that the Regional Parks Plan provides recommendations for policies to manage and develop existing and future regional parks, as well as develop alternatives for managing recreation resources in partnership with land owners, outdoor groups and First Nations.

VTL are experts in defining parks and trails standards within the industry. We would ensure that all conceptual park options strive to meet the needs of the community and a sustainable and user-friendly standard for construction and use.

DELIVERABLE #2: An update map and report will be prepared based on an outline of the opportunities and constraints for each park (i.e., existing trails, amenities, views, attractions, unique park experiences) as well as an overview of the potential partnership opportunities for the project.

PUBLIC OPEN HOUSE

VTL will partner with the ACRD to host a public open house to gather feedback from the community on preliminary maps, ideas, destinations and potential areas for proposed park or trail dedication within the Regional Parks Plan. For the open houses, large scale maps will be available for community members to provide their written comments on issues such as:

- identification of current trends
 - identification of residents issues and concerns
 - status of existing parks and trails
 - proposed regional parks and trails
 - information regarding local natural features and recreational assets
 - interpretive information based on local and scientific knowledge
 - favourite places to "share/ hide"
 - community stewardship opportunities
 - vision for the trail experience
 - identification of key community hubs and linkages
 - other elements that become relevant as the process progresses
- A survey and a workshop preferences study will be used at the open house to gather supplemental data on needs and wishes for the parks vision.

VTL staff will prepare a report based on feedback from the public open house outlining the comments received and preferred options.

DELIVERABLE #3: VTL will coordinate a public meeting to introduce the project and engage residents in identifying possible park and trail locations, amenities and uses. A report will be prepared based on the information outlined above.

DRAFT STRATEGIC PARKS AND TRAIL PLAN

The plan will provide recommendations for policies to manage and develop existing and future parks, as well as develop alternatives for managing recreation resources in partnership with land owners, outdoor groups and First Nations. The draft plan will include:

- relevant planning documentation/information
 - contextual overview of the ACRD landownership, the community, environmental/ecological, tourism trends and economic development, cultural and historical information
 - community consultation process and outcomes including First Nations input, co-operation and coordination,
 - plan vision and goals
 - current trends
 - an overview and evaluation of the current Regional Parks Service including: existing conditions of parks and trails (system inventory, maps, descriptions, environmental considerations, details, data, photos), relationships between parks, trails, recreational areas, and public and private land tenures.
 - economic evaluation of the Regional Parks Service: funding sources and options for securing and managing resources
 - identification of gaps and solutions through a parks and trail system analysis/functional needs assessment based on existing documentation and stakeholder feedback
 - draft park and trail system concept map
 - parks and trail standards
 - innovative tools for developing a sustainable regional parks system
 - policy statements outlining: short, medium and long term recommendations for the overall parks and trail system including governance opportunities, and discussions around recommendations of the future development of the community in regard to official community plans and a (regional) growth strategy
 - public education strategy: public awareness of the regional parks system value to the region, island, province.
 - implementation strategy: identify priorities, actions and participants
 - maintenance and monitoring plan
- DELIVERABLE #4: The draft plan will be reviewed by ACRD staff and relevant stakeholder groups as well as presented to the ACRD Board of Directors.**

PUBLIC MEETING AND FOCUS GROUPS

A public meeting will be held to present the draft plan and seek final feedback. A slideshow presentation will showcase the key features of the plan, including maps, proposed parks and trail recommendations. Opportunity will be provided for written comments that can be included into the final plan after discussion with staff.

VTL will also prepare materials and conduct focus group review sessions for specific areas within the ACRD (i.e. Alberni Valley, West Coast, Bamfield, municipalities) to ensure feedback is met from these more remote communities)

DELIVERABLE #5: A report on the results of the public meeting and focus group review sessions will be prepared.

FINAL PLAN

All feedback and final recommendations will be discussed with staff and added to the final plan as agreed to by staff. VTL will recommend the final plan to the ACRD for final approval.

DELIVERABLE # 6: ACRD staff and VTL will recommend final plan to Regional Parks Committee and Electoral Areas Services Committee for final adoption.

PROJECT COMMUNICATIONS

Our staff will work closely with ACRD staff to ensure that an appropriate level consultation and communication is achieved. Throughout the project VTL will maintain regular communication in person and through email and telephone meetings a minimum of every week and provide bi-monthly project update meetings. VTL will arrange consultation meetings with steering committee members at least every six weeks. Individual interviews and or group meetings will be held as determined jointly between VTL and the steering committee.

VTL will also prepare materials and conduct focus group review sessions for specific areas within the ACRD (i.e. Alberni Valley, West Coast, Bamfield, municipalities)

FEE SCHEDULE

NOTE: Billing would be submitted as requested in the RFP at the following project milestones:

	Estimated Hours	Team Members	Estimated Fee
Background research and report	10	DR	800.00
	5	KG	450.00
Stakeholder meetings, interviews, focus group updates, correspondence and general communication,	30	DR	2400.00
	15	KG	1350.00
	10	CF	750.00
Parks and trail inventory: GPS and mapping and analysis	40	DR	3200.00
	40	CRF	3000.00
Public Open House, preparation and report	15	DR	1200.00
	5	KG	375.00
Report on alternatives for securing and managing resources	5	DR	400.00
	10	KG	900.00
Needs assessment and policy statements/recommendations	15	DR	1200.00
	5	KG	450.00
Draft Plan, preparation and presentation to public and ACRD Board	80	DR	6400.00
	20	KG	1800.00
Final Plan	40	DR	3200.00
	10	KG	900.00
TOTAL			\$29 675.00
Disbursements			\$31 675.00
Taxes (7 percent)			\$2217.25
			\$33 892.25

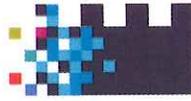
Fees:

Kelly Gresner (RPP, MCIP, RI)	\$90.00/hr.
Danica Rice (MEVDS, RPP, MCIP)	\$80.00/hr
Cameron Fulton (MPTBA)	\$75.00/hr.

Endorsements:

Identified key project team members shall only be replaced with written approval of the Regional Districts project manager.

We, Valhalla Trails Ltd do hereby confirm that all computer software used by the Consultant in the execution of the assignment is directly licensed to the consultant.



Royal Roads
UNIVERSITY



Left Coast Insights
Tourism Development Consulting

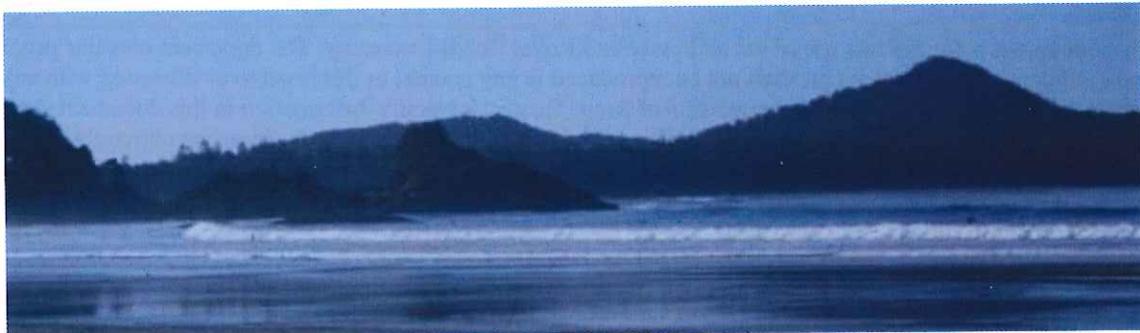
 **SUMMIT**
ENVIRONMENTAL CONSULTANTS INC.
A Member of the Associated Engineering Group of Companies

PROPOSAL

Strategic Planning Consultant Services

Regional Parks Plan
for the
Alberni-Clayoquot Regional District

April 10, 2013



Eugene Thomlinson, Team Leader
School of Tourism and Hospitality Management
Royal Roads University
Eugene.1Thomlinson@royalroads.ca
Contact # 250.391.2600 ext. 4868
Address: 2005 Sooke Road, Victoria, British Columbia V9B 5Y2

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April 10, 2013

Mr. Mike Irg
Manager of Planning and Development
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Re: Proposal for Strategic Planning Consulting Services – Regional Parks Plan

Dear Mr. Irg,

We are pleased to submit the attached proposal to provide Strategic Planning Consulting Services. The School of Tourism and Hospitality Management (STHM) at Royal Roads University has brought together an excellent team to undertake the task of preparing a strategic planning solution that meets the needs of the Alberni-Clayoquot Regional District for a Regional Parks Plan.

The team brings expertise in working with regional government, strategic planning as well as technical and operational backgrounds. The team consists of a core group, who will guide the overall development of the strategic planning and supporting consulting partners. Eugene Thomlinson, an experienced researcher, focus group moderator, and strategic planning consultant, will lead the team. Dr. Brian White has been a leader in the field of community tourism planning for over 40 years. He has an extensive background consulting and teaching destination development around the world. Dr. Geoffrey Bird brings 20 years' experience in policy, planning, research and consulting related to various aspects of tourism as it connects to culture, heritage, product development and sustainability in Canada and overseas.

The core group will be supported by partners with expertise in parks and community planning, sustainable development, tourism planning, tourism product development, stakeholder integration, economic development, regional government operations and regulations, and environmental assessment and planning.

The STHM team confirms that we are committed to providing the resources necessary to complete this project. We look forward to the opportunity to work with you on this exciting project in support of the Alberni-Clayoquot Regional District's strategic planning and consultation initiatives for an overall plan/vision for regional parks and trails.

If you have any questions, please call me at 250.391.2600 ext. 4868

Yours truly,

School of Tourism and Hospitality Management at Royal Roads University

Eugene Thomlinson, BCom, MBA Tourism & Hospitality Management
Senior Researcher, Focus Group Moderator, and Strategic Planning Consultant

Overview

The Alberni-Clayoquot Regional District (ACRD) requires the services of a Strategic Planning Consultant to provide an overall framework for the vision, objectives and actions necessary to produce a viable Regional Parks Plan. The resulting strategic plan must be straightforward to implement, and provide both qualitative and quantitative metrics to monitor community and management progress. This document is the proposal of The School of Tourism and Hospitality Management (STHM) at Royal Roads University. It has been prepared in response to the Request for Proposals issued by the ACRD in March, 2013.

This proposal outlines our understanding of the project and identifies the necessary experience and skills to ensure effective and efficient services will be applied to the ACRD including:

- Previous project experience within British Columbia;
- Strong project management skills and knowledge;
- A project team familiar with regional government;
- Effective facilitation abilities to successfully complete strategic planning initiatives for large and small communities, businesses, and organizations; and
- Familiarity and previous experience working successfully with community members and stakeholders in the region.

The School of Tourism and Hospitality Management (STHM) at Royal Roads University, Victoria, BC, in partnership with **Left Coast Insights - Tourism Development Consulting**, and **Summit Environmental Consulting** is pleased to submit a proposal for strategic planning consulting services to develop an overall plan/vision for regional parks and trails for the ACRD. The project entails the creation of a Regional Parks Plan in collaboration with the ACRD, with input and support to be elicited from prominent stakeholders through a facilitated community consultation process. The plan will build upon the 2008 Regional Parks and Trails Policy Report, and other relevant documentation and resources to provide strategic direction for future parks, trail creation and area management. More specifically, the plan will present a methodical outline of outdoor recreation in the Regional District to provide a consistent and comprehensive regional recreation strategy and plan. The plan will offer recommendations for policies to manage and develop existing and future regional parks, and present options for sustainable recreation management in a collaborative fashion with regional stakeholders. Together, these elements will guide the scope and approach taken in this proposal.

The STHM team is particularly motivated to be a part of this project, and looks forward to the opportunity to utilize its expertise with a new partner – the ACRD and its community stakeholders.

In addition to the core STHM team of Eugene Thomlinson, Dr. Geoffrey Bird and Dr. Brian White, each with significant experience in tourism product development, and destination and park planning, we will draw on the consulting expertise of industry practitioners Ray Freeman and Ryan Staley who are graduates from our Master of Arts in Tourism Management program and operate Left Coast Insights, Tourism Development Consulting. Furthermore, we will engage the facilitation and technical expertise of Kathleen (Kathy) Porter and Dan Austin at Summit Environmental Consultants. This combination of tourism knowledge, community development and industry expertise allows for insightful analysis that will provide comprehensive, strategic and innovative recommendations.

Collectively, the team possesses extensive skills in research, and advanced knowledge and experience related to parks, tourism planning, and sustainable community development and delivery. The distribution of knowledge between members produces a team that is unique in its capability and experiences to be able to develop an effective and tangible regional parks plan. Further information on the team is provided later in the proposal.

Plan Objectives

In accordance with the Request for Proposal, the STHM team will: undertake research and an environmental scan to identify and prioritize the current Regional Parks Service, issues, challenges, and opportunities; develop an effective strategy for the creation of a regional parks plan; advise on vision, policy, and governance; integrate activities in alignment with long-term considerations and trends; support **First Nations'** participation; incorporate critical success factors to identify gaps and solutions to improve infrastructure and facilitate education for public and government stakeholders; and support policy development and inclusion in future official community plans.

Project Communications and Proposed Approach

Our intention is to foster a communicative relationship with the ACRD, the steering committee and other regional stakeholders. Our proposal outlines the steps and the methodology we would undertake to guide District staff and steering committee members through to the creation of a clear, comprehensive, and effective Strategic Plan.

Our approach is collaborative. We propose a number of methods to gather information and ideas and then to incorporate those ideas into a strategic plan that will serve the needs of the District and steering committee in meeting their mandate and achieving their vision. These methods include:

Project Coordination:

- a work plan and schedule to guide the project to completion;
- a project management plan, including a communication plan to provide opportunities for regular updates through appropriate channels;
- a planning strategy to describe the overall vision with clear outcomes that are measureable and achievable.

Orientation and Training:

- a project initiation meeting to orient both the consultant and the client to one another;
- a training plan incorporated for all participants in the process appropriate for the stage of involvement.

Community and District Staff Input:

- a community consultation and engagement strategy to solicit information, opinion, and feedback, and integrate it into the strategic planning process.

Needs Assessment and Environmental Scan:

- a consultation process to solicit information, opinion, and feedback from key personnel;
- an environmental scan is an overview to ensure relevant existing issues and documents are reviewed and incorporated into the Plan appropriately.

Process and Meeting Facilitation:

- an effective and proven methodology supported by experienced facilitators, planners, and mediators to support dialogue and decision-making;
- a Steering Committee of regional stakeholders and experts in tourism and recreation capacity building.

Plan Documentation:

- an effective and proven process to capture the process and resulting decisions leading to a comprehensive and defensible strategic plan appropriate for public review;
- a reference document to provide ongoing decision support;
- a clear presentation of the final strategic plan.

The Regional District's prior and ongoing strategic planning work will benefit from STHM's proposed approach, which ensures strong, ongoing client and agency communications; an approach that has supported efficient and effective business and other planning projects.

A strategic plan is a living document - as plan targets are achieved, others will be identified. The Regional District has responsibilities that include financial, administrative, protective, planning and infrastructure, to name a few. Key areas for development will be identified in the Plan, based on the process of Appreciative Inquiry. Appreciative Inquiry is a proven approach to organizational development, which focuses on increasing what an organization does well rather than focussing on poor areas or performance. The Appreciative Inquiry interview process is an effective means to gather information and where necessary to describe the changes that may be required as part of the strategic planning process. The proposed Appreciative Inquiry (AI) model is based on the assumption that the questions we ask will tend to focus our attention in a positive direction. Rather than proposing solutions based on a deficiency model, AI starts with the belief that every organisation, and every person in that organisation, has positive aspects that can be built upon. Effective planning includes prioritizing the work so that operational decisions can be planned and implemented in a timely and fiscally responsible manner. Our proposed outcome-based management planning process is an effective method to provide a framework for the strategic plan. In this way, work can be tracked, and accomplishments and milestones measured.

Regional Community Members and Regional District Staff Consultation

We believe that input from Regional District Staff and members of the communities across this region will provide valuable information for the Strategic Plan. These individuals, or the organizations they represent, may have experiences and insights that are unknown or different from Regional District Staff.

With direction from the steering committee specific individuals will be included in the consultation process. Additionally, the research will allow for a variety of methods for input by the public including in-person and online, to ensure that community members have ample opportunities for participation.

Online Consultation with PlaceSpeak

PlaceSpeak, a proven online engagement tool, was designed specifically with the needs of local Government in mind will provide the software and integration services. It is a user friendly tool that provides assurance that the respondents live in a particular geographic location or that they are entitled to participate.

PlaceSpeak is a location-aware tool that connects people's online identities with their residential addresses. It provides proponents with the confidence that they are receiving feedback from the right places and allows responses to be filtered by those directly impacted by the project. Through PlaceSpeak, the public and external stakeholders can be engaged at various levels at the various times – from initially being notified to providing consultation feedback via discussion forums, polls and surveys. This online platform enables, and encourages inclusive, informed participation, allowing evidence-based and transparent decision-making in a cost-effective manner.

PlaceSpeak enables participation 24/7, providing residents with the assurance that their opinions are being counted as part of the actual decision-making process. PlaceSpeak is already used by TransLink in their consultation initiatives, and is being pioneered in Calgary with the Stanley Park Redevelopment Plan public consultation initiative as well as their Multi Family Waste Diversion project.

The benefits of PlaceSpeak include:

- Ease of website integration;
- Geo-location indicates the area in which the respondent lives (for privacy reasons names and addresses are not provided rather a coloured point indicates the location on a Google map.
- Non-resident response will be permitted at the discretion of the client;
- Transparency – respondents can see how many others have responded and can also view blog posts (option to include name or remain anonymous);
- Respondents must register in order to confirm they live in the geographic location being surveyed;
- Survey results can be analyzed so that responses can be summarized by sub-region within the survey zone; and
- A blog post can allow the community to see the views and reviews as the strategic planning process unfolds.

Throughout the ACRD Regional Parks Planning process we will utilize PlaceSpeak to keep the public informed and allow comments to be heard from area residents and visitors. The public will be able to see the possibilities of the plan unfold throughout the project provide general feedback on plans and may be asked for specific opinions on various activities, facilities, and areas of their parks system. For more information on how PlaceSpeak works see www.placespeak.com.

Methodology

The following outlines the action work schedule as well as the division of responsibilities of each team member. Each member will be contributing throughout the allocated timeframe in a variety of roles, as outlined.

Phase 1: Initiation of Process Deliverables	Goals	Actions	Timeframe & Allocation
<ul style="list-style-type: none"> • A public engagement strategy that will allow for the two-way flow of communication between the Consultant team, the ACRD, and the public. • The identification and invitation of key individuals for input into the process. 	<p><i>Initiate a consultative process that ensures the involvement of the public in identifying and clarifying issues, and reviewing the consultant's progress.</i></p>	<ul style="list-style-type: none"> • Present an introduction of the AI method • Provide information and training on planned project approach during the initial project meeting between the consultant and the steering committee • Identify key individuals for the process through consultation with the ACRD • Determine mutually-agreeable processes for maintaining regular communication with the ACRD • Present an introduction of the 'Managed Recreation Areas' framework 	Weeks 1 -2
Phase 2: Assessment of Current Parks System Deliverables	Goals	Actions	Timeframe & Allocation
<ul style="list-style-type: none"> • Comprehensive map detailing park and recreation areas for use in meetings with steering committee and public consultation • Inventory of types of park uses linked to map locations through geographical information systems 	<p><i>Consider and evaluate existing studies, plans and information</i></p>	<ul style="list-style-type: none"> • Review existing ACRD plans, policies and reports • Explore stakeholder plans and initiatives that could impact the parks • Meet with local First Nations to discuss needs, expectations, and opportunities for parks and recreation areas • Examine relevant park plans from other jurisdictions, including national and provincial parks, adjacent (and other) regional districts, and 	Weeks 2-8

<ul style="list-style-type: none"> • Listing of desired infrastructure, products and services for the parks and recreation areas from local stakeholders • Detailed report outlining public awareness, interest, and support for regional parks and recreation areas 	<p><i>describe and identify current parks, trails and recreational areas – data, area and trends</i></p>	<p>appropriate international examples</p> <ul style="list-style-type: none"> • Map current parks and recreational areas and generate a usable Geographic Information System (GIS) database for use in public consultation and integration with PlaceSpeak – based on data provided by ACRD and provincial data sources • Visit communities, current parks, trails, and recreational areas – with local stakeholders when feasible • Identify needs of the current users of the recreational areas in the Alberni-Clayoquot region • Determine current levels of interest in and support for regional parks and recreation areas • Identify opportunities to : 1) improve the visitor experience 2) provide added economic benefit • Draft ‘Managed Recreation Areas’ framework • Launch PlaceSpeak survey instrument to gather resident feedback on current parks and recreation facilities. 	<p>Weeks 4-10</p>
<p>Phase 3: Analysis of Land Tenure Deliverables</p>	<p>Goals</p>	<p>Action</p>	<p>Timeframe & Allocation</p>
<ul style="list-style-type: none"> • Incorporation of land tenure details into the park and recreation area map (previously identified) • Identification of relationships between current and potential park/recreation area users 	<p><i>Identify relationships between parks, trails and recreational areas and land tenure, recognizing that land tenure may be private or public</i></p>	<ul style="list-style-type: none"> • Determine legal tenure of current official and unofficial parks and recreation areas through base mapping exercise - based on data provided by ACRD and provincial data sources • Describe relationships between tenure holders and the potential for cohesion and conflict. • Open discussions with tenure-holders to explore stakeholder collaboration, and sustainable 	<p>Weeks 4-6</p>

		development opportunities	
Phase 4: Identification of Potential Ecological Reserves Deliverables	Goals	Action	Timeframe & Allocation
<ul style="list-style-type: none"> Inventory of possible ecologically sensitive areas linked to geographical information system map Detailed report outlining stakeholder perceptions of regional ecological assets 	<i>Identify the ecological protection parks, trails and recreational areas within the ACRD</i>	<ul style="list-style-type: none"> Utilize an ‘Impact Inventory’ with an ‘Integration Compatibility’ approach. Provides a granular view of ecological, social, and economic impacts to assist in determining areas of issue which may require mitigation Identify potential ecologically sensitive areas based on land cover, topography, and hydrology through GIS - based on data provided by ACRD and provincial data sources Synthesize feedback from stakeholders on perceived ecological assets that should be protected. Integrate with ‘Managed Recreation Areas’ framework 	Weeks 7-12
Phase 5: Creation of an Implementation and Monitoring Strategy for a Strong, Sustainable Parks System Deliverables	Goals	Action	Timeframe & Allocation
Regional Parks Plan for the ACRD.	<i>Identify strategies to achieve full potential and take advantage of innovative and appropriate ideas for developing a strong sustainable regional parks system</i>	<ul style="list-style-type: none"> Synthesize information developed from previous Assessment and Analysis Phases Identify innovative products and services that could: 1) improve the visitor experience 2) provide added economic benefit Determine opportunities for existing and future concessions Determine strengths and resources that will facilitate implementation using process 	Weeks 12-24

		<p>of Appreciative Inquiry</p> <ul style="list-style-type: none"> • Create a process for Plan direction and implementation, including communication strategies, along with stakeholders through Appreciative Inquiry and the generation of an overall implementation strategy • Establish a monitoring process to measure ongoing progress towards Plan implementation • Design monitoring and regulating parameters to assess carrying capacity and associated impacts • User conflicts and crowding may be monitored and mitigated as needed through observation and stakeholder feedback • Tracking key visit attributes may include: <ul style="list-style-type: none"> - Temporal and spatial use distribution - Level of use of commercial services - Types of transportation used 	
Regional Parks Plan for the ACRD.	<i>Identify strategies to achieve full potential and take advantage of innovative and appropriate ideas for developing a strong sustainable regional parks system</i>	<ul style="list-style-type: none"> • Develop buy-in from necessary stakeholders in creation of the implementation strategy • Launch Placespeak public consultation for comment on draft plan. • Development of a ‘Managed Recreation Areas’ framework to minimize user, wildlife, and environmental impacts • Review and present priorities, actions and participants to successfully achieve solutions to a more comprehensive regional parks system: Generating public awareness of its value to the region; • Execute communications strategy 	Weeks 24-30

The Team

The roles and responsibilities of each project team member assigned to the project. The following is a description of the experience of all key persons who will be assigned to the undertaking. Identified key project team members shall only be replaced with written approval of the Regional District's Project Manager.

School of Tourism and Hospitality Management at Royal Roads University

Eugene Thomlinson, Team Leader. Eugene is Assistant Professor, School of Tourism and Hospitality Management at Royal Roads University and has more than 15 years of experience in industry and academia providing a firm foundation of practical and theoretical knowledge in market research and management. Eugene has worked for the Canadian Tourism Commission (CTC) as the senior market analyst, where he was the principal researcher for the CTC's award-winning Explorer Quotient (EQ) program. Prior to this, he worked for Parks Canada, conducting social science research for national parks and historic sites across western Canada. Eugene is completing his PhD in Tourism through La Trobe University in Australia, holds a Bachelor of Commerce in finance and small business management from the University of Manitoba. He also has an MBA in tourism and hospitality management from the University of Calgary with his thesis examining the business of ecotourism in Central America. He is a trained focus group moderator.

Dr. Brian White, Senior Advisor. Brian is the Director of the School of Tourism and Hospitality Management at Royal Roads University and has been a leader in the field of community tourism planning for over 40 years. He has an extensive background consulting and teaching destination development around the world. Brian's specialties include heritage and cultural tourism, tourism destination development, organizational leadership and eco-tourism. Brian's international and domestic consulting work includes community tourism strategic planning, human resource development for tourism, cultural and arts-based tourism development planning, and **First Nations** eco-tourism planning. Brian will provide initial guidance for the overall structure of the project, and will be consulted to review and fine-tune the final report and recommendations.

Dr. Geoffrey Bird, Senior Advisor. Geoff is Associate Professor, School of Tourism and Hospitality Management at Royal Roads University and brings 20 years' experience in policy and planning and research related to various aspects of tourism as it relates to culture, heritage, product development and sustainability in Canada and overseas. His research focuses on the ways in which heritage and landscapes are packaged and experienced by visitors. Geoff's research interests include community-based tourism development, sustainable tourism, product development, heritage and cultural tourism. Geoff will provide advice on all aspects of the project, such as research design, managing the various team members as well as assisting in research including field research and writing.

About: School of Tourism and Hospitality Management –

The team at the School of Tourism and Hospitality Management from Royal Roads University brings together more than 75 years of collective experience in the industry. We have worked across the globe on projects ranging from small planning concepts to large development programs. We collaborate with industry leaders and academic experts to address tourism and hospitality challenges, providing strategic solutions through innovation and creativity. Our work is our passion, and it shows in what we deliver.

Left Coast Insights, Tourism Development Consulting

Ray Freeman, MA Tourism Management, Project Manager, Team Communications, Researcher. Ray is a tourism industry consultant and an Associate Faculty member in the School of Tourism and Hospitality Management at Royal Roads University. Ray received a Masters Degree in Tourism Management from Royal Roads University in 2011 with areas of study in Destination Development, Sustainability, and Tourism Leadership. Ray's research interests include community tourism development and stakeholder integration, tourism product development (parks and trails), destination management and marketing, and sustainable tourism development. Ray was Industry Services Manager with Tourism Vancouver Island, supporting communities and stakeholders in the **Alberni-Clayoquot** project region, and was a research project consultant for the BC Provincial Government, focused on managing backcountry recreation conflicts for public and private recreation interests. Ray is a member of the board of Tourism Victoria.

Ryan Staley, MA Tourism Management, Researcher. Ryan provides 16 years' of adventure tourism expertise to the team. Ryan's expertise includes recreational program design and implementation, visitor experience assessment, recreation demand forecasting, and geospatial analysis. Ryan received a Masters Degree in Tourism Management from Royal Roads University in 2011 with areas of study in Destination Development, International Hotel and Resort Management, and Tourism Leadership, and holds a Bachelor of Science in Geography and Transportation Planning from the University of Calgary. Ryan will be involved background research, field research and report writing.

About: Left Coast Insights, Tourism Development Consulting

Based in Victoria and Vancouver BC, the team at Left Coast Insights works with public and private sector clients throughout Western Canada offering a comprehensive suite of tourism and community development consulting services. Areas of expertise include: tourism and hospitality sector development, community economic and business development, sales and marketing strategy, project management, stakeholder integration, market research, feasibility analysis, visitor forecasting and modeling, guest experience development, training and education. In addition to our principal consultants, we draw on the expertise of some of the most experienced and respected practitioners in the industry.

www.leftcoastinsights.com

Summit Environmental Consulting

Kathleen (Kathy) Porter, BPE, Chartered Mediator. Kathy has extensive experience as a mediator and facilitator in the resource sector delivering consensus based decisions and effective public consultation processes. She has facilitated multi-stakeholder groups wrestling with a wide range of complex issues that affect the environment, the economy and society. She has proven skills in facilitating Integrated Decision Support tools to find the balance between the interests of different stakeholders, the uncertain future of changing political and social priorities, and the need for scientific and other areas of knowledge that inform successful decisions. Kathy was Lead Facilitator for the Cumulative Environmental Management Association's Terrestrial Ecosystems Management Framework (TEMF), the Vancouver 2010 Olympic Games Corporate Sponsor Sustainability Innovation Program, and the Pacific Institute for Law and Public Policy Dialogues.

Kathy's public consultation experience includes both large urban and small rural settings such as the City of Vancouver Civic Youth Engagement Strategy, The City of Whitehorse Wellhead Protection Plan, and the Town of Norman Wells Alternative Energy Plan. She has worked with many **First Nations** and Aboriginal communities in BC, Alberta and the Northwest Territories to integrate Traditional Knowledge and Western Science to inform decisions for environmental assessment, management and planning projects and business and community development projects in the seafood and health and social services sectors. With over 30 years' experience Kathy respectfully and skillfully brings people with diverse knowledge, cultural, and social backgrounds together to create the trust necessary to deliver comprehensive summaries of public concern to inform decisions and inclusive, consensus-based solutions. Kathy works closely with the client and consulting team to integrate expert opinion and judgement with local values and knowledge.

Dan Austin, B.Sc., M.G.I.S. is a GIS Analyst with nine years' experience in the forestry and environmental sector. Dan graduated from the University of Calgary with a Masters degree in Geographic Information Systems. Dan also has a Bachelor of Science degree in Physical Geography, focused on forest hydrology, from the University of Victoria as well as a Forestry Technologist diploma from Selkirk College. Dan's expertise includes the use and analysis of several types of other remote sensing products including satellite based imagery, digital thermal and hyper-spectral data. Dan is comfortable working with a range of mapping, remote sensing, and drafting software including ArcGIS, ENVI, PCI Geomatica, Definiens Professional (eCognition), Microstation, and AutoCAD.

About: Summit Environmental Consultants

Summit Environmental Consultants Inc. (Summit) began operations in B.C. in 1994, and offers consulting services to government, industry, **First Nations**, and private sector clients throughout Western and Northern Canada and the U.S. Pacific Northwest. In 2010, Summit joined forces with Associated Engineering (AE). With over 850 employees, AE offers a broad range of engineering, environmental science, asset management, planning, and landscape architecture, and project management services from 21 offices across Canada, including several in B.C. In 2011 we expanded our primary areas of service to include Communication and Integrated Decision Support to provide expertise and leadership to our existing consultation and communication, agency liaison, and information management services.

Summit is fully certified under ISO 9001 and ISO 14001 and all Summit projects are conducted to meet the requirements of the International Organization for Standardization (ISO) for both its Quality (ISO 9001) and Environmental (ISO 14001) Management Systems. Summit's health and safety program is certified by the SAFE Companies program (#9080040) under WorkSafeBC (#521590) and meets and exceeds Workers Compensation Board requirements. Additional company information is available on our website – www.summit-environmental.com.

Proposed Budget

Expenses:

Travel	\$1,200
Accommodation	\$1,600
PlaceSpeak	\$2,000
Admin (printing etc.)	\$1,000
Royal Roads University O/H	\$2,450

Report writing costs	Rate	Days	Total Cost
Eugene Thomlinson	\$750.00	6	\$4,500.00
Dr Brian White	\$750.00	2	\$1,500.00
Dr Geoffrey Bird	\$400.00	2	\$800.00
Ray Freeman	\$400.00	16	\$6,400.00
Ryan Staley	\$400.00	16	\$6,400.00
Kathleen Porter	\$1,500.00	2	\$3,000.00
Dan Austin	\$1000.00	5	\$5,000.00
Total:			\$27,600.00

Total costs	
Report writing	\$27,600
Expenses	\$8,250
	\$35,850
Plus GST	\$1,792.50
Total	\$37,643



CLIVE PEMBERTON TRIM SERVICES



HMV TRIM

P.O. Box 1132

Small Craft Harbours

250 Hemlock Street

Ucluelet, B.C. V0R 3A0

Phone: (250) 726 5095

clive@uniserve.com



April-12-13

Alberni-Clayoquot Regional District

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Attention: Mike Irg, Manager of Planning and Development

RE: REQUEST FOR PROPOSALS

REGIONAL PARKS PLAN

for the

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

March 2013

This is to state that Clive Pemberton, through TRIM Services would enjoy doing the above mentioned project for the ACRD.

I feel that I have the skills to create a Regional Parks Plan (the Plan) for the Alberni-Clayoquot Regional District and deliver all deliverables described, within the timeframe allotted and well within the budget defined. We believe that we may offer you a ten percent savings on the cost figure you propose. (\$36,000.00)

Experience and skills:

Combined ACRD experience exceeding 25 years as Alternate Board Members for South Long Beach Area ``C``. The half century of involvement in public processes in a variety of positions, includes far too many Boards to list here. This experience has given us the ability to create, lead and participate in Public Consultation Processes such as this.

Our lives spent in the area, gives us a huge data base of the land and area we live in. We bring years of historic information to the project.

I have prior experience in a variety of similar planning projects involving Communities of the West Coast and Port Alberni. These include OCP Planning, FN Community planning, rezoning and subdivision of lands, resource planning, parks and Trail planning, designing (to Provincial Parks Standards) and construction of park facilities and trails for the District of Tofino, Ucluelet, Ucluelet FN, Toquaht FN, Tla-lo-qui-aht FN, Ahousaht FN and ACRD.

We have presented a variety of studies for Clients such as BC Hydro, BC government, Pembina Institute, Pattison Group, Pacific Rim National Park, Canadian Armed Forces, First Nations and others. These studies have included Historic use, Population densities, specific resource utilization and potential, Tsunami preparedness, Community design, Carbon Credits, OCP, Land Use Planning, and Community Forest Planning. We have worked with BC Government agencies for Treaty Negotiation Purposes.

I have worked with the Clayoquot Scientific Panel determining Clayoquot Parks and reserves. I have worked on Recreational Trail studies in the process of determining a comprehensive Regional trail system. This included studies on all existing Regional trails such as the Bedwell trail, the Mount Maitland and Mount Klitsa trails as well as others.

Final reports are available on most projects mentions, the exception being where confidentiality of Client supersedes.

I have designed and constructed several recreational sites.

I have good Technical writing skills and all Computer equipment required.

Thank you for the opportunity to bid on this project.

A handwritten signature in black ink, appearing to read "Clive Pemberton". The signature is fluid and cursive, with a large initial "C".

Clive Pemberton.

Business number is 85114 2455.

HST number is 85114 2455 RT0001.

Insurance policy number is 226L through MacDermott's Insurance, Argyle Street, Port Alberni, BC.

Work Safe BC number is 8323302-A4 (025)



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clive@uniserve.com



TRIM Services is a multi-faceted West Coast based company that offers a range of specialized services:

- Project Management
- DGPS Technicians
- Planning and construction on Public, Private Land
- Planning and construction for Trails and Campgrounds

TRIM Service's mission is to provide the community with an effective land use planning and construction service to ensure valid decisions are made to blend human processes with environment processes. TRIM Services is committed to providing high quality service and follow-up on all projects.

Project Team

The TRIM project team is a highly skilled group whose combined planning and construction experience totals 65 years. Each team member brings with him considerable current knowledge and experience in his field.

Tim Williams Tim, a Ucluelet First Nations member. Tim has worked in all phases of Subdivision development.

Clive Pemberton

Clive, a Ucluetian since 1980, has many years in Forestry Engineering, Land Use Management, Explosives, construction, Project Management and Conceptual Land Design.

Assessment and Development of Trails and Campgrounds

TRIM Services offers a variety of services for landholders and developers. Trails and campsites planned and developed to National Park, Provincial Park and Ministry of Forest standards is one of these services. Planning includes:

Pre-field Investigation (information gathering)

- Soils
- Vegetation
- Aquatics
- Historic sites
- Aerial photos
- Terrain
- Wildlife
- Climate
- Archeological sites
- Topographic maps

Site Assessment/ Evaluation

Site assessment is the on-site evaluation of an area's physical and social elements and the preparation of a site capability map that illustrates the results of the site evaluation.

- Soils
- Terrain
- Wildlife
- Aquatics
- Historic sites
- Archeological sites
- Topography
- Vegetation
- Impact on future resource development
- Precipitation
- Access
- Present public use and anticipated use
- Degree of degradation
- Water supply
- Hazards
- Aesthetics
- Soils and drainage
- Aspect
- Water bodies
- Natural features
- Limiting factors
- Elevation
- Biogeoclimatic Zone Reference
- Potential recreation activities
- Visual quality objectives
- Carrying capacity

Interpretations of Carrying Capacity and Limitations

- Indications of excessive impact
- Identifying carrying capacity limitations

Site Designing for:

- Day use
- Overnight camping
- Group campground
- Trails
- Vehicle access sites
- Boat launch
- Walk in camping
- Water access
- Back country campsites
- Roads

TRIM Services' employees are highly skilled in cartography and can create an accurate detailed map of your land showing all pertinent topographical features and contour lines.

TRIM Services can create site designs suitable for applications for funding.

Site Construction:

TRIM Services can take your site design through to a completed project with experienced operators of every type of machine required.

Our pride is in a client interactive design and construction guaranteed to suite your needs in a cost effective manner. With West Coast networking at a premium, TRIM Services knows where the best suppliers of quality materials are.

Partial Client List:

Pacific Rim National Park
Kvarno Island Holdings
Iisaak Forest Resources
District of Tofino
District of Ucluelet
Ucluelet First Nations
Toquaht First Nations
Tla-o-qui-aht First Nations
Ahousaht First Nations
Alberni Clayoquot Regional District
BC Hydro
Tize Family
Pattison Group
Uplands Estates
Dr T. McDonald
Salmon Beach
Canoe Creek Hydro
Bella Bella First Nations



E . L e e s & A s s o c i a t e s C o n s u l t i n g L t d .

10 April 2013

Alberni-Clayoquot Regional District

3008 Fifth Street
Port Alberni, BC
V9Y 2E3

Attention: Mike Irg, Manager of Planning and Development

Dear Mr. Irg,

Re: Request for Proposal - Alberni-Clayoquot Regional District Regional Parks Plan

LEES+Associates Landscape Architects is very pleased to respond to your recent Request for Proposals with our submission of the enclosed proposal for consulting services for the Alberni-Clayoquot Regional Parks Plan project. As outlined, we believe our team brings the skills, experience and expertise necessary for your requirements. Our proposal includes a detailed methodology, work plan, proposed meeting schedule, documentation and outlines the time, tasks and fees associated with the project.

LEES+Associates is firmly committed to producing quality, professional work. We are keenly interested in the future of public recreation in the Alberni-Clayoquot Regional District, and therefore offer the value-added services detailed on the following pages.

Although we are confident this proposal will address your requirements, we may have over or under-estimated the project needs. If this is the case, we are prepared to offer additional services, or to tailor specific elements of the work to better address your requirements. We would be very happy to discuss this at your convenience. Please do not hesitate to give me a call if you require further information.

We look forward to the opportunity to work with you and other District staff, the Steering Committee, the District Board and the member communities and residents of the Alberni-Clayoquot Regional District on this exciting project.

Yours Truly,

Erik Lees, BLA BC SLA

LEES+Associates Contact Information:

509-318 Homer St, **Vancouver** BC Canada, V6B 2V2 | p: 604.899.3806 | f: 604.899.3805
47-17665 Leslie St, **Newmarket** ON Canada, L3Y 3E5 | p: 905.895.3826 | f: 905.895.3896
info@elac.bc.ca | www.elac.bc.ca

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PROJECT UNDERSTANDING

As one of seven regional districts on Vancouver Island, Alberni-Clayoquot Regional District provides services for the residents of the Alberni Valley, the West Coast, Bamfield and all of the associated rural areas. This includes Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), "F" (Cherry Creek), the City of Port Alberni, and the Districts of Ucluelet and Tofino. In addition, ten First Nation bands are situated within the regional district boundaries, two of which are members participating in general government services and two more are expected to join within the next eight years.

The Alberni-Clayoquot area has a wealth of natural recreation opportunities and potential although at present the regional district manages only two designated parks. A variety of community parks, amenities and recreational services exist in the communities of Port Alberni, Ucluelet and Tofino, as well as federal and provincial parks, rural campgrounds and parks administered by community associations.

In 2008 the ACRD commissioned a summary document entitled the **Regional Parks and Trails Policy Report**. Foremost in the report was the observation that an overall plan and vision for regional parks and trails within the District does not currently exist and needs to be created. The region is considered fortunate to have a wide range of outdoor opportunities but it is recognized that this often tends to be taken for granted. Until now there has been no systematic review of outdoor recreation in the district and little discussion about whether there should be a role for an increased level of recreation resource management.



Figure 1. Long Beach, summer sunset

The **objective** of this project is to prepare a Regional Parks Plan for the Alberni-Clayoquot Regional District that meets the needs of all member communities and the general public. Public input and participation in the process is crucial. Inclusion of interested First Nation participants is highly desirable and will add great value to the plan. The plan will guide the District's management of, and future investment in, public parks, outdoor recreation amenities and infrastructure in a manner that meets the short and long term needs of the member communities, rural areas and all residents within the regional district. It will provide a framework for future decision making and budget

development, as well as establishing parks and outdoor recreation priorities, with a long-term horizon of 20 years.

The communities and rural areas encompassed by the ACRD are continually attracting new residents, many who seek a small town life-style and the host of active recreational and cultural amenities the Alberni-Clayoquot area provides. As well, the region remains popular with summer vacationers, fishermen and outdoor enthusiasts, and is becoming increasingly well known for all-season activities.

The Regional District currently manages Mount Arrowsmith Regional Park and China Creek Park, both in the vicinity of the City of Port Alberni, in addition to the Inlet Trail, several local community parks in the Sproat Lake and Bamfield, Cherry Creek and Beaver Creek electoral areas. The Log Train Trail in Port Alberni is under the responsibility of the ACRD although it is not designated as a regional trail and is leased from the Ministry of Transportation. The City of Port Alberni owns and manages several parks and outdoor recreation areas within nearby electoral areas which serve as regional amenities. In addition there are a number of provincial and national parks, conservation areas or features of cultural or heritage significance within or near the regional district boundaries.

The **requirements** for the Regional Parks Plan project include evaluation of the current Regional Parks Service; development of a management strategy for regional parks and trails, recognizing their essential nature to the community; provision of direction on how the vision and Plan will be clearly articulated; discussion of policy and governance opportunities, future development of community plans and a growth strategy; consideration of First Nations input and interests; identification of gaps and solutions; infrastructure and education needs; provision of the basis for parks and trails policies that can be included in future Official Community Plans (OCP's).

The **scope of work** to be undertaken will include:

- a consultative process that ensures and encourages public participation to identify and clarify issues, and review the consultant's progress;
- consideration and evaluation of existing studies, plans and information;
- identification and description of existing parks, trails and outdoor recreation areas, including data, areas and trends;
- identification of relationships between parks, trails and recreational areas, and land tenure, recognizing the diversity of land tenure;
- identification of strategies to achieve full potential, innovation and appropriate direction for developing a strong, sustainable parks system;
- identification of areas within the system requiring ecological protection;
- creation of an implementation strategy;
- identification of priorities, actions and participants to successfully achieve solutions and generate public awareness of the region's value;

- identify a monitoring process to measure ongoing progress in Plan implementation, and
- identify a process to establish Plan direction and implementation.

The Parks Plan must be completed within eight months of commencement and within a budget of \$40,000.000 including all fees, disbursements and net applicable taxes.

The project **deliverables** will include:

- 1 bound copy of draft and final reports;
- Digital copies of the reports and presentation materials;
- Organization, attendance at, and presentation of a minimum of 3 community workshop/open houses;
- Initiation of regular weekly teleconference meetings with staff to report on project status;
- Chairing, recording, and distribution of meeting notes for Steering Committee meetings, scheduled approximately every six weeks, some of which will be teleconference meetings;
- A report outlining review of background material and mapping;
- A report summarizing each public workshop/open house event and input received;
- A report summarizing alternatives for securing and managing resources;
- Recommended policy statements, within the Final Report identifying action items, responsibilities and priorities;
- Presentation of the Draft Report to District staff, Steering Committee and District Board, and
- Presentation of Final Report to staff and Steering Committee; then to the District Board for adoption.



Figure 2. West Coast Beach

EXPERIENCE + QUALIFICATIONS

COMPANY PROFILE

Established in 1998, E. LEES + Associates Consulting Ltd. (LEES+Associates) is a landscape architecture and planning firm that specializes in providing park and recreation planning and design and cemetery planning services for public sector clients. Our portfolio includes a range of projects for municipalities across Canada and we bring a unique blend of creativity, innovation and pragmatism to all our projects

Principals Erik and Kathi Lees are supported by a diverse and qualified group of Associates, with each member of our proposed team having specialized expertise and training that is directly relevant to the Alberni-Clayoquot Regional District Regional Parks Plan project. Principals in our firm have been actively involved in the planning, design, management, maintenance and research of public landscapes since 1972. Our range of experience gives us a sound combination of consulting and hands-on experience that is crucial in the creation of a sustainable parks master plans and strategies. We bring a unique blend of creativity, innovation and pragmatism to our projects.

LEES+Associates is committed to enhancing health and sustainability by creating places of beauty and enjoyment, movement, connection and memory. We partner with our clients and their communities to connect people with meaningful landscapes.

Our firm has many years of experience drafting parks master plan strategies and parks and recreation needs assessments with a strong commitment to remaining at the forefront of innovations in parks and recreation trends. As a result we have an excellent understanding of maintenance and funding issues, best practices, trends, and current strategies related to parks planning, construction and management. We have developed innovative strategies for determining parks needs and standards, as well as a comprehensive inventory of parks standards for communities that include park-area-per-capita, park proximity, active transportation, and recreational-amenities-per-capita. These reports and standards have formed the foundation of many Parks Development Cost Charge (DCC) bylaws, capital improvement programs and organizational changes relevant to the development of the Alberni-Clayoquot Regional District Regional Parks Plan.

Our services have been provided in Cache Creek, Prince George, Sechelt, Gibsons, Nelson, Saanich, Langford, Ladysmith, Tofino, Logan Lake, Terrace, Salmon Arm, Squamish, Fernie and Princeton in British Columbia as well as major cities across Canada. Our experience in small communities and towns, developing sensitive, community-specific plans and strategies will be a significant asset to the Alberni-Clayoquot project. We have extensive experience with public consultation, and employ a range of innovative strategies for encouraging stakeholder engagement.

RELEVANT PROJECTS

Our team has successfully completed many Parks Master Plans, as well as recreational feasibility studies and broader regional parks and recreation studies. The quality of our work is recognized by our peers and we received Canadian Society of Landscape Architects awards of merit in 2008, 2009 and 2013. As appendices to this proposal we include a company profile, and following are some examples of relevant projects we have recently completed. A more extensive project list is attached as an appendix:

- **Parks & Recreation Master Plan**, City of Salmon Arm (2012-ongoing)
- **Parks & Recreation Master Plan**, District of Squamish - adopted April 2, 2013
- **Fernie Leisure Services Plan**, City of Fernie (2013-ongoing)
- **Princeton Parks and Recreation Master Plan**, Town of Princeton (2013-ongoing)
- **Banff Recreation Facilities Master Plan**, Town of Banff (2013-ongoing)
- **Parks Master Plan**, District of Logan Lake (2010)
- **Parks 2020 Master Plan**, Town of Gibsons (2009)
- **Parks Master Plan**, City of Langford (2007-2009)
- **Langford-Colwood Official Community Plan - Parks and Open Space Report** (with HB Lanarc, 2007)
- **Parks, Recreation and Culture Strategic Plan**, City of Surrey (with Professional Environmental Recreation Consultants, 2007)
- **Parks, Trails and Bicycle Master Plan**, District of Mission (2009)
- **Abbotsford 200km Trails Strategy**, City of Abbotsford (2008)
- **Auguston Parks and Trails Master Plan**, City of Abbotsford (2007)
- **Parks and Recreation Comprehensive Plan**, City of New Westminster (with Professional Environmental Recreation Consultants, 2009)
- **Master Plan Update, Parks, Recreation and Culture**, City of Langley (with Professional Environmental Recreation Consultants, 2007)
- **Parks and Recreation Master Plan**, City of Port Coquitlam (with Professional Environmental Recreation Consultants, 2006)
- **Parks, Trails and Bicycle Master Plan**, District of Mission (2009)



Figure 3. Langford-Colwood OCP Review



Figure 4. Langley Parks & Recreation Master Plan



Figure 5. Abbotsford Trails Strategy

- **BC Hydro Arrow Lakes Recreation Demand Study**, BC Hydro, BC (2009 – ongoing to 2019)
- **Metro Vancouver and Fraser Valley Regional District Parks Supply and Demand Study**, Metro Vancouver, Fraser Valley Regional District (2010 – ongoing)
- **Blackburn Park and Fall Fairground Master Plan**, City of Salmon Arm, BC (2009)
- **Hugh Boyd Park Master Plan Update**, City of Richmond (2008)
- **Everett Crowley Park Management Plan**, Vancouver Park Board (BCRPA Environmental Leadership Award, 2006)



Figure 6. City of Salmon Arm - Park and Recreation Service Analysis (LEES+Associates, 2012)

Figure 7. Example of Open House #1 Presentation Board – City of Salmon Arm (LEES+Associates, 2012)

PROJECT TEAM

In order to meet the requirements of this project we have assembled a core team of 5 experienced professionals, supported by 11 additional skilled staff members. Our project team includes the following key members. Per the RFP, identified key project team members shall only be replaced with written approval of the Regional District's Project Manager.

KEY PERSONNEL + ROLES

Erik Lees, BCSLA - Principal

Erik Lees, Principal of LEES + Associates, has been involved in the parks and recreation industry and public lands management since 1972. Erik is known for his work in landscape architecture, park management and planning, policy development, design, and facilitation. His experience has involved virtually every aspect of parks and recreation programming, maintenance, construction, planning and design. During the 10 years that Mr. Lees was a Park Manager, he was responsible for all park facility and trail planning, design and construction, as well as the administration of streetscapes, sports fields, waterfront walkways, and piers.

Erik will be the Principal in Charge for this project.

David Gibbon, BCSLA (past) – Senior Associate, Park Planner

Dave Gibbon brings to our team 33 years of experience in parks and recreation administration and management, in British Columbia. This experience includes parks and recreation planning, management, development and administration, as well as extensive work in athletic field development. Dave was the Manager of Parks and Development Services for the Corporation of Delta (BC) for over twenty years, where he was responsible for the operation of a large municipal parks system. He later went into private practice, serving the parks planning and recreation management needs of local government agencies on the west coast. This included a six year contract with the Capital Regional District to provide management services for the Salt Spring Island Parks & Recreation Commission. Dave's experience in the creation of sustainable operations systems includes the development of high quality parks and sport fields as well as a variety of community recreation facilities. Dave works from Salt Spring Island and recently served as project leader for parks and recreation master plans created for the City of Salmon Arm and the District of Squamish.

Dave will serve as Project Leader and Field Representative.

Chris Nelson, MSc, CPRP – Senior Associate, Parks & Recreation Professional

Chris filled a 30 year career as parks and recreation director for North Okanagan Regional District, retiring in 2002. His demonstrated ability in working directly with staff, elected officials, community organizations and the general public in determining needs, creating partnerships and building consensus was essential to building a strong community position. He has served as coordinator/instructor for parks and recreation training programs at Silver Star Mountain and was project manager for the Recreation Facilities Association of BC. Chris currently works from Victoria, BC and has been recently involved with park strategy planning, demographic and trends research, feasibility studies and business planning projects in communities throughout BC.

Chris will serve as Research Advisor and alternate Field Representative.

Heidi Redman, MLA, BCSLA - Associate

Heidi is a Landscape Architect with six years experience related to parks and recreation master planning. Heidi has applied her writing and design skills to a range of projects including park and trail planning, open space design, and active transportation networks. Heidi was the lead author of the Town of Gibsons Parks Master Plan and is currently project manager for a major Recreation Demand Study on the Arrow Lakes for BC Hydro. Heidi brings experience with public consultation and open space planning for rural and remote communities and a commitment to improving community health and livability.

Heidi will assist with research, technical and graphic tasks.

Nalon Smith, BSc, MLA, BCSLA Intern - Associate

Nalon is a BC Society of Landscape Architects intern with extensive experience in open space planning, research and consultation on a variety of parks and recreation projects. His technical graphic layout and AutoCAD skills have been used in preparing construction drawings for both the Howe Sound Community Athletic Field and the Ladysmith Lot 108 Community Athletic Park projects. His background working for a wide range of state and local governments both in the field and in the office is a valuable asset to our firm.

Nalon will provide technical support and mapping.

Our office also includes eleven other professionals with park and recreation planning experience who can support this project as required.

METHODOLOGY

LEES + Associates has undertaken numerous master plan studies involving parks, trails and outdoor recreation. In our experience we have found that a **collaborative approach** grounded in a **rigorous methodology** is the most effective means of achieving a defensible and well supported plan.

CLIENT LIAISON PROTOCOL

We believe it is crucial that a collegial atmosphere be established and maintained throughout all communications and the creative process to ensure that the parks plan and subsequent final report is both supported and well informed. To this end, we propose early and ongoing contact between the consultants and District staff. LEES+Associates uses a protocol for **client liaison** that promotes client and project team communication/collaboration as well as ensuring high quality end products, adherence to schedules and controlling consulting costs. This protocol includes:

CLIENT COMMUNICATION- Communication and collaboration with our clients is considered key to our success and mission. Working closely with District staff, the Steering Committee, the District Board and stakeholders our team will use their insight and expertise to facilitate development of a community-appropriate plan. Weekly teleconference project status meetings and regular steering committee review meetings at key milestones will be held. Summary minutes will be taken and distributed after each meeting. Regular reviews with consultant team principals will provide the opportunity to ensure progress, costs, scope, project timing and resource allocation are available to complete the project as per the plan proposal and fees schedule.

QUALITY MANAGEMENT- To ensure all our work meets your quality objectives, the deliverables will be reviewed throughout the project, in conjunction with monitoring of progress, schedule and reporting as part of the regular consulting team project meetings. Any shortfalls will be identified and a plan established to ensure the schedule and quality of deliverables are maintained.

COST CONTROL- Once our work begins, actual costs are captured and reviewed on a weekly basis against proposed costs. Monthly invoices will be reviewed and approved by the project manager and primary consultant principal before being forwarded to the District. Work and associated costs not included in the proposal will be reviewed and approved through a change order process. Change orders, if required, must be approved by the appropriate District representative prior to commencement of any change in the work plan.

SCHEDULE CONTROL- Throughout the planning and design stages, the schedule will be monitored regularly, with the consulting team reporting to the project manager on a weekly basis, or more frequently as required to ensure deliverables are provided on key milestone dates. Scheduled reviews will be an agenda item at LEES+Associates weekly project meetings and teleconference meetings with the District's representative. Any

schedule deviations will be identified, with a turn-around plan developed for returning the project to schedule.

CONSULTATION

Our project methodology includes engaging the public and stakeholder organizations early in the process and at key project stages. As clearly stated in your RFP, a crucial component of the Parks Plan development process will be extensive and comprehensive consultation with community stakeholders and the general public. The consultation process will be targeted and focused. It will influence guiding principles and help identify needs and preferences regarding infrastructure, development and investment into the parks system in the Alberni-Clayoquot Regional District. It will also provide important feedback regarding the draft plan.

The consultation process will allow interested parties to help identify important issues, brainstorm possible solutions, and offer their views on the best strategies for implementation. In order to employ a consultation process that **targets** District staff, the public and key stakeholders and encourages **focused** feedback relevant to the Regional Parks Plan project, we will engage stakeholders and the general public to identify important issues; discuss possible solutions; and choose the best strategies for implementation.



Figure 8. Community Engagement Model

We propose that this project employ a multi-faceted approach to consultation to optimize feedback, as per our community participation diagram below. In our experience employing in-person, paper and online feedback options encourages those who may not otherwise participate to contribute to the Plan.

Our proposed consultation process includes the following elements:

- Staff, Steering Committee and Board input;
- Stakeholder communication and opportunities to provide written input;
- Stakeholder and public Parks Trends workshops;
- Project feedback forms;
- Regular Steering Committee Meetings, and
- Use of interactive technology.

Stakeholders engaged in the consultation process will include, but not be limited to:

- District Staff and elected officials;
- Community Outdoor Recreation Groups;
- Organized Community Associations;
- Identified local interest groups;
- School District #70 (Alberni);
- Port Alberni, Tofino & Ucluelet and Bamfield Parks & Recreation;
- First Nation band representatives;
- BC Provincial Parks and Parks Canada, and
- Other identified organizations or agencies.

Proposed Staff, Steering Committee, Board and Public Engagement Process



Figure 9. Proposed Engagement Process

Initial consultation will take the form of an introductory meeting with staff and the appointed Steering Committee and thereafter with the District Board. The purpose of this meeting will be to give participants the opportunity to identify their views, concerns, expectations and desired outcomes from the project.

We recommend that public and stakeholder consultation take place early in the project via 3 Parks Trends workshops. These public meetings will be well advertised in advance, to take place in Port Alberni, Bamfield and on the West Coast. They will target stakeholders with a structured "open house" format in which all community members are welcome. Such workshops are an effective and efficient way of introducing leading-edge

park trends and identifying preferences, key issues and possible solutions early in the project. The meetings will begin with a presentation outlining current parks and outdoor recreation trends as they relate to the Alberni-Clayoquot communities. A consultant-led discussion period will follow each presentation, and feedback forms will provide a focused means of collecting relevant information.



Figure 10. Lees + Associates facilitating a recent parks master plan Open House – Salmon Arm, BC

Participants will be encouraged to return feedback forms at the meetings or to submit written and/or online commentary within a specific timeframe. Opportunity for in-person public input and interaction with the consultant team and District staff is an important but often under-emphasized aspect of the open house experience. Maps and display panels will be used at the sessions and feedback forms will be made available. The open house presentation materials will be made available online and in hard copy at key community locations for two weeks, as well as being circulated to project stakeholders.

Additionally, we recommend that links be provided to an online version of the feedback form (SurveyMonkey™), and that hard copies be made available.



Figure 11. Sample Open House board (developed by LEES+Associates for Squamish Parks and Recreation Master Plan, 2012)

The District has mandated that Steering Committee meetings take place approximately every six weeks through the course of the project. The meetings, some of which will be facilitated by teleconference, will be attended and chaired by a member of the consultant team. The Steering Committee will be appointed by District Board and is anticipated to be in place prior to start up of the project.

DOCUMENTATION

Members of the consultant team will record and circulate minutes of all workshops and meetings. All feedback received at the stakeholder workshops will be digitized, collated and included as an appendix in the final project report.

RESEARCH AND ANALYSIS

LEES+Associates research and analysis is based on obtaining the best available empirical data, rigorously analyzed and incorporated into the physical plans. We anticipate using the latest demographic information from the District, recent major neighbourhood plans, StatsCan and P.E.O.P.L.E population projections. Where appropriate we will incorporate the use of CAD or GIS mapping analysis to display the spatial relationships between population growth and current and future parks, trails and outdoor recreation amenities. We will employ a **systems approach** to determining parkland requirements that address parkland quality, accessibility, type, and location to ensure that the plan recommendations address the needs of the District for a robust, accessible and varied regional park system.

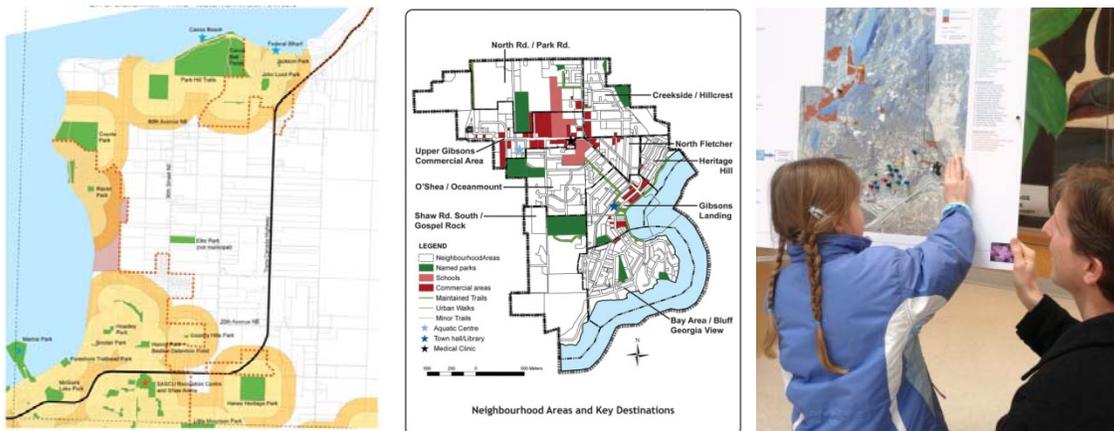


Figure 32. City of Salmon Arm - Park and Recreation Service Analysis (LEES+Associates, 2012)

Figure 13. Town of Gibsons key parks and recreation amenities (LEES+Associates, 2010)

Figure 14. District of Mission Parks, Trails and Bicycle Master Plan Public Consultation (LEES+Associates, 2008)

WORK PLAN

The following work plan is based on the collaborative approach described above and broken into five phases:

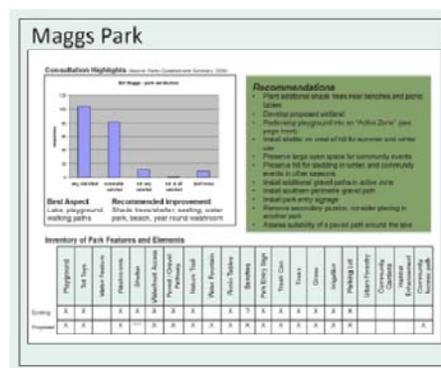
- **Phase 1:** Project Start up, Parks Tour and Board Introduction
- **Phase 2:** Public and Stakeholder Consultation
- **Phase 3:** Demographic, Trend, Best Practices & Infrastructure Need Assessment
- **Phase 4:** Draft Regional Parks Plan
- **Phase 5:** Final Regional Parks Plan

PHASE 1 – PROJECT START UP, PARKS TOUR AND BOARD INTRODUCTION

We propose that the project begin with a startup meeting involving key project staff. It will include formalization of the client/consultant contract and finalization of any refinements to the work plan, schedule, scope of work and public engagement process. Staff will have an opportunity to share their knowledge of specific sites or amenities and discuss any emerging issues or concerns they are aware of. Following the start up meeting, we propose to hold the first Steering Committee meeting during which we will review the project work plan and planned consultation approach. Opportunity will be provided for input concerning the Plan, by individual Committee members.

The same day we suggest a parks tour of near-by sites, at which time LEES representatives will be oriented and have an opportunity to document significant features, opportunities and constraints. In order to ensure timely progress through subsequent phases, we request that the District provide all relevant site and project background information at this time. This will include but is not limited to:

- Available aerial photographs of District parks sites;
- Available electronic mapping data relevant to the Plan;
- 2008 Parks and Trails Policy Report;
- Any relevant reports or studies carried out by member communities;
- Relevant bylaws, policies or regulations that may govern management of parks & recreation amenities within the District;
- Stakeholder contact information (names, addresses, phone numbers, etc.);
- Municipal staff contact information for member communities;
- First Nations band contact information



In the late afternoon or evening we suggest a brief meeting with the District Board to introduce the consultants and give Board members the opportunity to identify their views, concerns and expectations for desired outcomes from the project.

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Start-up Meeting; ▪ Steering Committee Meeting #1; ▪ Parks Tour, and ▪ Board Introduction. 	<ul style="list-style-type: none"> ▪ Finalized schedule and work plan; ▪ Meeting minutes, and ▪ Summary of key findings from park tour 	<ul style="list-style-type: none"> ▪ Participate in start-up meeting, Steering Committee meeting, parks site tour; ▪ Arrange introductory Board meeting, and ▪ Provide relevant background information.

PHASE 2 – PUBLIC AND STAKEHOLDER CONSULTATION

Stakeholder organizations will be contacted early in June and encouraged to provide written input on their views and concerns, issues and related background information, in addition to being invited to participate in scheduled workshops.

As per the outline of our consultation approach in the **Methodology** section of this proposal, Phase 2 will include Parks Trends workshops at three locations - the Alberni Valley, the West Coast and the Bamfield area. The workshops would be scheduled over a two day period - a mid-day meeting for West Coast residents at either Ucluelet or Tofino; an evening meeting in Port Alberni; and a mid-day meeting the following day at Bamfield. The workshops for public and stakeholder group representatives will be approximately two hours in duration with a short lead-off presentation by the consultant and opportunity for input and participation by attendees. Presentations will introduce leading edge trends in park and outdoor recreation standards, planning and delivery. A focused discussion period will follow and a feedback form will be provided to participants.

We propose the trends presentation outline and feedback form be made available online and in hard copy at key public locations for a period of two weeks. LEES+Associates will prepare the online materials and provide an internet link that can be posted on the District website. These consultations will create an effective opportunity for public discussion of the Regional Parks Plan project and desired outcomes. It will gather pertinent feedback critical to development of an appropriate project plan. We recommend that these meetings take place in mid-June.

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Park Trends workshops (3); ▪ Steering Committee teleconference meeting; 	<ul style="list-style-type: none"> ▪ Stakeholder contact; ▪ Workshop presentation materials; ▪ Collated workshop 	<ul style="list-style-type: none"> ▪ Participate in Parks Trends workshops; ▪ Issue stakeholder invitations and public advertising for meetings; ▪ Arrange workshop locations and

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Weekly project status teleconferences 	<ul style="list-style-type: none"> feedback; and ▪ Online feedback form and workshop materials. 	<ul style="list-style-type: none"> venue set up; ▪ Print, deliver and pick up hard copy feedback forms and forward them to the consultants; and ▪ Provide timely review and approval of consultant submissions.

PHASE 3 – DEMOGRAPHIC, MARKET TREND, BEST PRACTICES AND INFRASTRUCTURE NEED ASSESSMENT

Phase 3 will include an analysis of all available background information in light of the results of Board, Steering Committee and staff input and public/stakeholder consultation. The goal of this work will be to determine the degree to which Alberni-Clayoquot Regional District's parks and outdoor recreation amenities meet the current needs of the member communities, and what changes will be required in the future. This information will serve as framework for the parks plan document and will include the review and analysis of:

- Demographic and population trends;
- Parks and outdoor recreation trends;
- Existing park classification system in relation to the spectrum of resources;
- Existing parkland to population ratio in relation to best practices and standards;
- Existing and future need for different types and locations of parks, infrastructure, and outdoor recreation resources;
- Potential for Joint Use Agreements with other organizations and agencies;
- Opportunities for parkland acquisition and development;
- Strengths, issues, gaps and opportunities within the parks system;
- Opportunities for private/public partnerships, grant opportunities and traditional or non-traditional funding strategies.

Key information from this phase will be summarized and used in development of the Draft Parks Plan. We will discuss our findings at meetings with staff and the Steering Committee.

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Weekly project status teleconferences ▪ Staff Review Meeting ▪ Steering Committee Review Meeting 	<ul style="list-style-type: none"> ▪ Meeting minutes, and ▪ Summary of Phase 3 findings. ▪ Reports on 	<ul style="list-style-type: none"> ▪ Participate in teleconferences; ▪ Arrange venue and participate in Staff Review meeting and Steering Committee meeting; and ▪ Provide timely review of

Meetings	Deliverables	Proposed Staff Responsibilities
(teleconference)	background review and public feedback	submissions.

PHASE 4 – DRAFT REGIONAL PARKS PLAN

In Phase 4 the consultants will build on the information and input from previous tasks to develop the first draft of the Regional Parks Plan. The Draft Plan will include the following sections:

- Project Overview
- Inventory of existing parks and outdoor recreation amenities;
- Summary of Demographics;
- Review of Existing Parks Classification System;
- Parks and Recreation Gap Analysis;
- Projects & Goals;
- Phased implementation: Capital projects and anticipated operation and maintenance budget requirements;
- Regional Parks Plan Map; and
- Conclusion

We will forward an electronic version of the Draft Parks Plan and will review the documents at a teleconference with staff and the Steering Committee within 5 working days of the submission. Feedback will be requested during the teleconference, with an additional two week period for further written input. At the end of this period a presentation of the Draft Plan will be made to the Regional District Board. Feedback provided by the Board will be incorporated into the Final Regional Parks Plan document.

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Weekly project status teleconferences; ▪ Staff & Steering Committee Review teleconference; and ▪ Regional District Board presentation. 	<ul style="list-style-type: none"> ▪ Meeting minutes; and ▪ Draft Regional Parks Plan. 	<ul style="list-style-type: none"> ▪ Issue meeting invitations and arrange venue for teleconferences; ▪ Participate in teleconferences; ▪ Circulate copies of the Draft Plan to Steering Committee and Board members; ▪ Arrange Board meeting for presentation, and ▪ Provide timely review of submissions.

PHASE 5: FINAL REGIONAL PARKS PLAN

In this phase we will refine the Draft Regional Parks Plan to reflect staff, Steering Committee and Board feedback. We will forward the revised plan to District staff and the Steering Committee and will review the document at a teleconference meeting within 5 working days of submission. Following this review we will finalize the Parks Plan documentation and schedule an in-person presentation to the Regional District Board. We will provide digital copies of the Final Report and the presentation materials to project staff.

We will conclude the project with a project close-out teleconference meeting in which formal acknowledgement of the completion of the work plan will take place. We also propose that during this meeting we take a short time to review the overall project from the perspective of both District staff and the consultant team. In our experience, this is a valuable overview that allows us to discuss project and process strengths, as well as any areas in which improvements could be made.

Meetings	Deliverables	Proposed Staff Responsibilities
<ul style="list-style-type: none"> ▪ Weekly project status teleconferences; ▪ Teleconference presentation to staff & Steering Committee ; and ▪ In person presentation to Board. 	<ul style="list-style-type: none"> ▪ Teleconference minutes; ▪ Final Regional Parks Plan (1 bound copy and 1 electronic version) ▪ Digital copies of presentation materials. 	<ul style="list-style-type: none"> ▪ Participate in teleconferences; ▪ Arrange meeting locations and invite attendees; ▪ Print and distribute copies of the Final Parks Plan, and ▪ Attend presentations.

PROJECT FEE

We propose the above program of consulting services be provided for a **fixed fee of \$39,038.21, including disbursements and applicable taxes.**

TERMS AND CONDITIONS

Payment Terms

Project cost summaries will be included with monthly invoices. Invoices will be based on the percentage of work completed plus any disbursements as of the month-end invoice date. All disbursements that are incurred are subject to a 5% administration fee. All invoices are payable within 30 days of receipt.

Project disbursements have been included as follows:

Description	Quantity/Units	Unit Cost	Cost
LEES+Associates			
Communications	1 ls	\$ 80.00	\$ 80.00
Printing and Reproduction	1 ls	\$ 400.00	\$ 400.00
Ferry	3 round trips	\$ 200.00	\$ 600.00
Surface Travel	4 trips	\$ 250.00	\$ 1,000.00
Accommodation	3 room/night	\$ 135.00	\$ 405.00
Food Allowance	8 days	\$ 50.00	\$ 400.00
Subtotal:			\$ 2,885.00
5% Administration Fee:			\$ 144.25
Total Disbursements:			\$ 3,029.25

Additional Services

Any work outside the scope of this proposal will be charged at the following hourly rates.

Position	Staff	Hourly Rate
Principal	Erik Lees	\$140 / hour
Senior Associate	Dave Gibbon	\$120 / hour
Senior Associate	Chris Nelson	\$120 / hour
Associate	Heidi Redman	\$110 / hour
Associate	Nalon Smith	\$85 / hour

TABLE 1: FEE SCHEDULE

Work Phase/Task	LEES+Associates				Subtotal
	Principal		Project Manager		
	EL	DG/CN	HR	NS	
	\$ 140.00	\$ 120.00	\$ 110.00	\$ 85.00	

Phase 1 - Project Start-up, Parks Tour and Board Introduction

Review project parameters		Incl.			0
Start up meeting w/client	1	3	1		5
Steering Committee Mtg. #1	2	2	2		6
Site tour w/client reps		3			3
Meeting & tour record prep & circ		2			2
Board Introduction		1			1
Research		6	2	4	12
Finalize Stakeholder consultation plan				2	2
Weekly client teleconf calls (4)		2			2
Teleconference meeting notes		Incl.			0
Hour Subtotal:	3	19	5	6	33
Fee Subtotal:	\$ 420.00	\$ 2,280.00	\$ 550.00	\$ 510.00	\$ 3,760.00
Phase Total by Firm:	\$ 3,760.00				

Phase 2 - Public and Stakeholder Consultation

Stakeholder contact		3		2	5
Develop questionnaires		1		3	4
Background data assembly		2		4	6
Graphics/support data prep				8	8
Client meeting (staff teleconferences)		1	1		2
Stakeholder communication review	1	2	2	4	9
Public meeting/workshops (3) 2 days		6			6
Meeting record & data prep & circ		2			2
Feedback analysis & record	1	4	8	8	21
Weekly client teleconferences (3)		2			2
Steering Committee Mtg. #2 (telecon)	1	1	1	1	4
Meeting record prep & circ		Incl.			0
Hour Subtotal:	3	24	12	30	69
Fee Subtotal:	\$ 420.00	\$ 2,880.00	\$ 1,320.00	\$ 2,550.00	\$ 7,170.00
Phase Total by Firm:	\$ 7,170.00				

Phase 3 - Research & Development

Prep research & writing		12	24	36	72
Draft Plan production & review	2	5	2	24	33
- population growth					
- demographic trends					
- park trends					
- trends in joint use					
- alternative practices					
- maintaining balance					
- potential land for development					
Weekly client teleconferences (8)		3			3
Steering Committee Mtgs #3-4 (telecon)	4	4		4	12
Meeting record prep. & circ		Incl.			0
Hour Subtotal:	6	24	26	64	120
Fee Subtotal:	\$ 840.00	\$ 2,880.00	\$ 2,860.00	\$ 5,440.00	\$ 12,020.00
Phase Total by Firm:	\$ 12,020.00				

Phase 4 - Draft Regional Parks Plan

Assemble Draft Master Plan		4	12	16	32
Present DMP to Staff & Steering Comm	4	4			8
Present DMP to Board	4	4			8
Bi-weekly client teleconferences (4)		2			2
Steering Committee Mtg. #5 (telecon)	2	2	2		6
Meeting record prep & circ.		Incl.			0
Hour Subtotal:	10	16	14	16	56
Fee Subtotal:	\$ 1,400.00	\$ 1,920.00	\$ 1,540.00	\$ 1,360.00	\$ 6,220.00
Phase Total by Firm:	\$ 6,220.00				

Phase 5 - Final Regional Parks Plan

Assemble Final Master Plan documents		8	8	24	40
FMP Presentation to Staff & Steering C.	2				2
Presentation to Board	2				2
Circulation of Adopted Master Plan				1	1
Project close-out (teleconference)	1	1	1	1	4
Hour Subtotal:	5	9	9	26	49
Fee Subtotal:	\$ 700.00	\$ 1,080.00	\$ 990.00	\$ 2,210.00	\$ 4,980.00
Phase Total by Firm:	\$ 4,980.00				

Total Consultant Hours:	27	92	66	142	327
Total Consultant Fee:	\$ 3,780.00	\$ 11,040.00	\$ 7,260.00	\$ 12,070.00	\$ 34,150.00

Project Fees:	\$ 34,150.00
Disbursements:	\$ 3,029.25
Fee Subtotal:	\$ 37,179.25
GST (5%):	\$ 1,858.96
Total Cost:	\$ 39,038.21

PROJECT SCHEDULE

The following table shows the proposed phases, meetings and deliverables of the project. Confirmation and fine-tuning of this will be discussed at the initial startup meeting.

TABLE 2: PROJECT SCHEDULE

Work Phase/Task	May 2013				Jun 2013				Jul 2013				Aug 2013				Sep 2013				Oct 2013				Nov 2013				Key Milestones	
	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11		18
Phase 1 - Project Start-up, Parks Tour and Board Introduction																														
Review project parameters																														Startup Meeting
Start up meeting w/client																														Steering Committee Mtg
Steering Committee Mtg. #1																														
Site tour w/client reps																														
Board Introduction																														Board Meeting
Meeting & tour record prep & circ																														
Research																														
Finalize Stakeholder consultation plan																														
Weekly client teleconf calls (4)																														
Teleconference meeting notes																														
Phase 2 - Public and Stakeholder Consultation																														
Stakeholder contact																														
Develop questionnaires																														
Background data assembly																														
Graphics/support data prep																														
Client meeting (staff teleconferences)																														
Stakeholder communication review																														
Public meeting/workshops (3) 2 days																														Public meetings
Meeting record & data prep & circ																														
Feedback analysis & record																														
Weekly client teleconferences (3)																														
Steering Committee Mtg. #2 (telecon)																														Steering Committee Mtg
Meeting record prep & circ																														
Phase 3 - Research & Development																														
Prep research & writing																														
Draft Plan production & review																														
- population growth																														
- demographic trends																														
- park trends																														
- trends in joint use																														
- alternative practices																														
- maintaining balance																														
- potential land for development																														
Weekly client teleconferences (8)																														
Steering Committee Mtgs #3-4 (telecon)																														Steering Committee Mtg
Meeting record prep. & circ																														
Phase 4 - Draft Regional Parks Plan																														
Assemble Draft Master Plan																														
Present DMP to Staff & Steering Comm																														Draft Presentation
Present DMP to Board																														Presentation to Board
Bi-weekly client teleconferences (4)																														
Meeting record prep & circ.																														
Phase 5 - Final Regional Parks Plan																														
Assemble Final Master Plan documents																														
FMP Presentation to Staff & Steering C.																														Final Presentation
Presentation to Board																														Presentation to Board
Circulation of Adopted Master Plan																														
Project close-out (teleconference)																														

Legend

Project Work	Grey
Deadline	Red
Meeting/Presentation	Blue
Consultation	Green

Key Events:

Deadline for receipt of proposals:	April 12, 2013	
Consultant approval:	April 24, 2013	Board Meeting
Confirmation & documentation	Apr 25-May10, 2013	Contract or PO
Project Start-up Meeting	May 13-15, 2013	
Initial Steering Committee Meeting	May 13-15, 2013	
Initial Site Tour	May 13-15, 2013	
Stakeholder Communication/Input	May-June, 2013	
Public Meetings/Workshops	Mid June, 2013	3 meetings/2 days
Draft Presentation-Steering Committee	Early August, 2011	
Feedback to Consultant	Before end of August, 2013	
Draft Report Presentation	Mid September, 2013	Staff, Steer. Comm., Board
Feedback to Consultant	Before end of October 2013	
Final Report Presentation	Mid-November, 2013	Board Meeting

Notes:

- public/stakeholder input should occur prior to end of June (summer school break, vacations, etc)
- Final Report should be presented prior to December (usually little political business in December)
- Steering Committee teleconference meetings every 6 weeks.
- Weekly project status reports to staff project manager



Protecting that Which We Cherish.

March 22, 2013

Alberni-Clayoquot Regional District (ACRD)
3008 5th AVENUE
Port Alberni, BC V9Y 2E3
Attention: Mike Irg, Manager of Planning and Development
Telephone: (250) 720-2700 Fax: (250) 723-1327

RE:

ACRD REGIONAL PARKS PLAN

Dear Mr. Irg,

As a planner and outdoorsman, this project would be an excellent fit for my sole proprietorship, Cairnstone. My efforts are assisted by an associate, John Taft, who was a former planning student of mine at BCIT. My charge-out rate is \$100 per hour; for Mr. Taft, \$65 is charged per hour. Expenses are billed at cost. Taxes are extra.

My planning experience includes about 15 years of work in a wide variety of circumstances, but which include parks planning, trails planning, environmental planning, First Nations consultation, public liaison and information dissemination, and ecological design, in BC, Alberta, Nunavut, and Yukon. My approach is lean: simple process, information is distilled to a non-technical level, plans are straightforward. Invoices and daily work logs are merged. However, where technical regulations and detailed geomatics information processing is required, I am up to the task. Mr. Taft works as my research assistant, and his easy manner is always welcome in public fora.

Cairnstone would like to register our interest in this project. The estimated cost to complete this project is \$40,000 if ACRD desires a full and detailed background support/reference report, or \$35,000 if ACRD would be happy with a database of information supporting the plan. These amounts are viewed as allowances, not budgets, in order to retain my flexibility in structuring and adapting the project to achieve the desired end goals in the most efficient and effective way possible.

ACRD would need to actively assist the consultant in obtaining, if not already available, high-resolution orthophotos or satellite images of all parks and recreation areas in geotif format; and also supplying .dwg or .dxf vector files of all property boundaries, contours, watercourses, and trails & structures in and near the parks.

Information on methodology, approach, schedule, breakdown of the above proposed fee, my CV, references, value statements, and much more is presented in a systematic way in the attached document, *Cairnstone Prospectus*, and is supplemented with additional information available online.

Identified Key Project Team members shall only be replaced with written approval of the Regional District's Project Manager. I, Peter Scholz, do hereby confirm that all computer software used by the Consultant in the execution of the assignment is directly licensed to the Consultant. Cairnstone is insured for errors and omissions and general liability through my professional designation as a land use planner in Canada, through the Canadian Institute of Planners, to the value of \$1.5million, until December 31 2013, with automatic renewal.

Yours truly,



Peter Scholz, Principal

**PETER SCHOLZ BA MA MCIP PMP
CERTIFIED LAND USE PLANNER
PROJECT MANAGEMENT PROFESSIONAL**

ATTACHMENTS
Cairnstone Prospectus

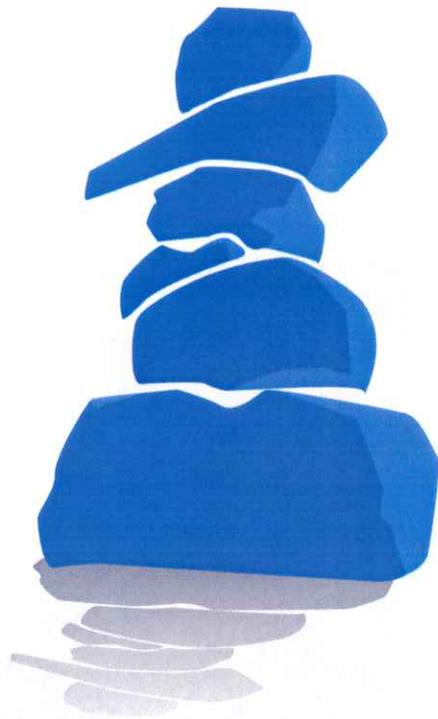
Origin of the Company Name

A cairn is a trail
marker made of
stacked stones.

Cairns are used to
help guide people
to their destination.

They are built
carefully, one stone
at a time, and built
to last through the
harshest
conditions.





CAIRNSTONE PLANNING

PROSPECTUS





Cairnstone was founded in 2008 on three principles:

1. A plan must be innovative but practical. There must be the capability, understanding, and will to implement a plan after its adoption. The planning process must work to increase organizational cohesion and governance, and be cognizant of what is realistic. If it does not, the plan will simply be a wish list.
2. Stewardship is more important than sustainability. Sustainability generally seeks to reduce resource use through conservation or increased efficiency. Stewardship seeks ways for humans to improve their local ecosystems through proper land management, thereby increasing available renewable resources and wealth generating capacity.
3. High-quality planning means straightforward communication and ethical billing. Planners have a professional trust with our clients to ensure efficiency of process and cost-effectiveness. Undertaking redundant tasks, over-analyzing issues, writing superfluous jargon, and maximizing fees are unethical.

This package was created as a discussion of what Cairnstone does, and how it does it.

Thank you!

Peter Scholz, Certified Planner

Origin of the Company Name

A cairn is a trail marker made of stacked stones.

Cairns are used to help guide people to their destination.

They are built carefully, one stone at a time, and built to last through the harshest conditions.

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1 What is Land Use Planning?

Land use planning is a collective process of visioning the future, and about defining (or redefining) the relationship between man and nature, in the framework of stewardship.

It requires a mix of aptitudes, combined with the practical knowledge of when to use them. The abilities to facilitate meetings, find common ground, translate technical or legal information into colloquial language, and political and strategic acumen are fundamental. Planners normally come from a geographic background, but also often come from business, social development studies, architecture, and/or engineering.

1.1 Who Uses Land Use Planning Services?

Local governments and developers are the most common clients of land use planning services. These clients need to create long-range plans for land use, culture, sustainability, climate change, transportation, economic development, parks, and other factors. Planners may also assist with the processes of rezoning, neighbourhood plans, and development permits.

Cairnstone will always seek to minimize the number of plans in use, in order to simplify implementation.

Developers and natural resources companies use land use planners for compilation and processing of geographic data and land use regulations, project management, conceptual design of best possible land use, consultations, and strategic integration of endeavours.

2 Cairnstone's Services

- OCP's (Official Community Plans)
- ZBL's (Zoning Bylaws)
- LRMP's (Land & Resource Management Plans)
- Regional Plans
- Neighbourhood or Area Structure Plans
- Conceptual development schemes and prefeasibility reports
- RGS's (Regional Growth Strategies)
- Environmental Assessment Coordination
- Bioregional and Environmental Planning
- Wilderness Park Planning
- Comprehensive Community Planning (for First Nations)
- Bike and Pedestrian route planning (non-automotive)

Other services are offered in partnership with a network of associates.

2.1 The Value of Certification

The Canadian Institute of Planners and the American Planning Association are responsible for professional certification of working planners in North America. The accreditations, MCIP or AICP, hold planners to a Code of Conduct and a Code of Ethics, as well as a commitment to maintain certain professional standards.

American and Canadian certified planners are listed under TN Visa Regulations with the North American Free Trade Agreement, allowing them to work in each other's countries.

When a client hires a certified professional planner, the client is protected from misconduct, and can expect quality professional service.

3 The Planning Process

Whether it be a plan for a lot, a neighbourhood, a town, a city, or a region, almost all planning processes follow the same basic steps. It follows that almost all planning contracts contain the same eight primary steps:

1. Contract Negotiations.

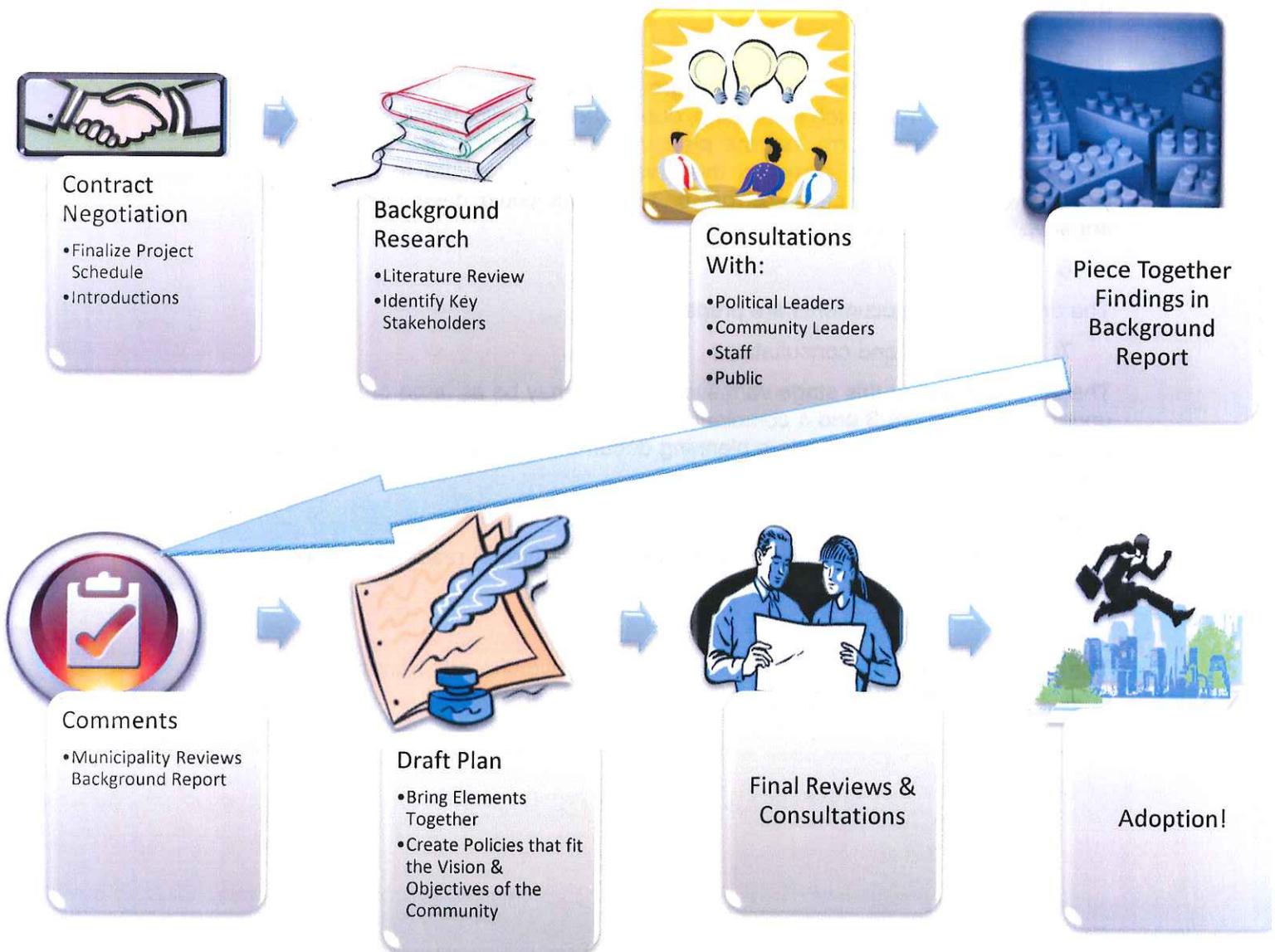
This step is important in that it builds the project management framework down in writing. This framework includes:

- Detailed definition of both the project outcome and a mutual understanding of the fundamental objectives of the project.
- Creates a pre-analysis of stakeholders, political issues, and potential pitfalls.
- The communications plan then clarifies what consultation resources should be used, when, and where.
- Task lists, more detailed than those presented in the proposal, are then articulated and built into the contract, along with a budget and fee schedule.
- A pre-assessment of risks are articulated, and contingencies listed.
- Clarification on where the consultant has flexibility and can make independent decisions.
- A detailed project management plan assembles the above points, and is inserted into the contract.



2. Background Research.

This is the literature review. In it, the consultant creates a comprehensive bibliography, including government documents, academic papers, and miscellaneous literature, relevant to the project at hand. Often, a research



assistant will be hired in order to save on costs.

3. Consultations

In a way, the consultations are the next phase and conclusion of the background research. Written information is cross-referenced, checked, and categorized against original grassroots information.

4. Create Background Report

In this step, all the information that was gathered in steps 2 and 3 is sorted, categorized, and assessed in a comprehensive manner. The background report, which for economy can sometimes be prepared simply as a dataset list, provides the research and rationale for final deliverables. It is the responsibility of the planner to ensure that all possible data sources have been considered appropriately. This step can be shortened in some cases through creation of a dataset document or memo.

5. Comments

The client needs to review the background report carefully for errors or omissions. They may catch something, due to their superior familiarity with the region being planned from that the planning researcher missed. This is an important step, because errors at this level will carry forward to policy and design work. In some cases, errors or omissions could have multiplicative impacts.

6. Draft Plan

The draft planning documents are prepared.

7. Final review and consultations

The scale of effort at this stage varies widely, and may be as large or larger an undertaking as steps 3 and 4 combined. However, this is the iterative process that turns a draft document into a planning document professionally suitable for political adoption.

8. Adoption

Typically, the consultant is only needed for the first formal readings of a new plan.

The complexity and size of the processes will vary significantly from project to project, but the essential elements remain the same.



3.1 Timelines: How Long Does it Take?

The typical planning process (for government clients) takes 6-12 months. Shorter timeframes, except for small projects, result in time crunches that are not in the best interest of the community or the client. Private-sector clients vary from project to project.

Three phases usually work most effectively, described below.

Approx. Timeline (in months)→ Task ↓	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	Costing
Phase 1: Data Collection, Identify Gaps in Basic Data and Undertake Appropriate Research , and Create Background Report & Recommendations												
Background Research/Interview Civic Leaders/Interview Staff and Council/Prepare and Implement Survey Mail-out to residents/Hold Roundtables or other Consultation forums as needed												±25% of total \$fee
Prepare Background & Recommendations Report or Draft Report												±15% of total \$fee
Staff, Council, Senior Governments & Public to review draft report with Cairnstone. Open House.												±10% of total \$fee
Phase 2: Prepare Revised Plan and Associated Maps & Graphics, and Ensure Consistency with Other Legislation												
Prepare new Plan, based on draft report, and provincial or state and municipal legislation and policies (ensure coordinated package). Also prepare .dxf-compatible digital maps using cartographic data from the client.												±25% of total \$fee
First Reading. Estimate 2 full days with Council (or Advisory Panel)												±10% of total \$fee
Post new plan on website, advertise heavily in newspapers, distribute to senior governments.												±5% of total \$fee
Phase 3: Final Edits, Public Review, and Adoption												
Collect Comments, undertake referrals, edit plan, move to Second Reading, Public Hearing, and Third Reading. Heavy advertising in advance.												±10% of total \$fee

4 Main Methods

This section describes the primary tools used by planners at one point or another in almost all projects.

4.1 Consultation

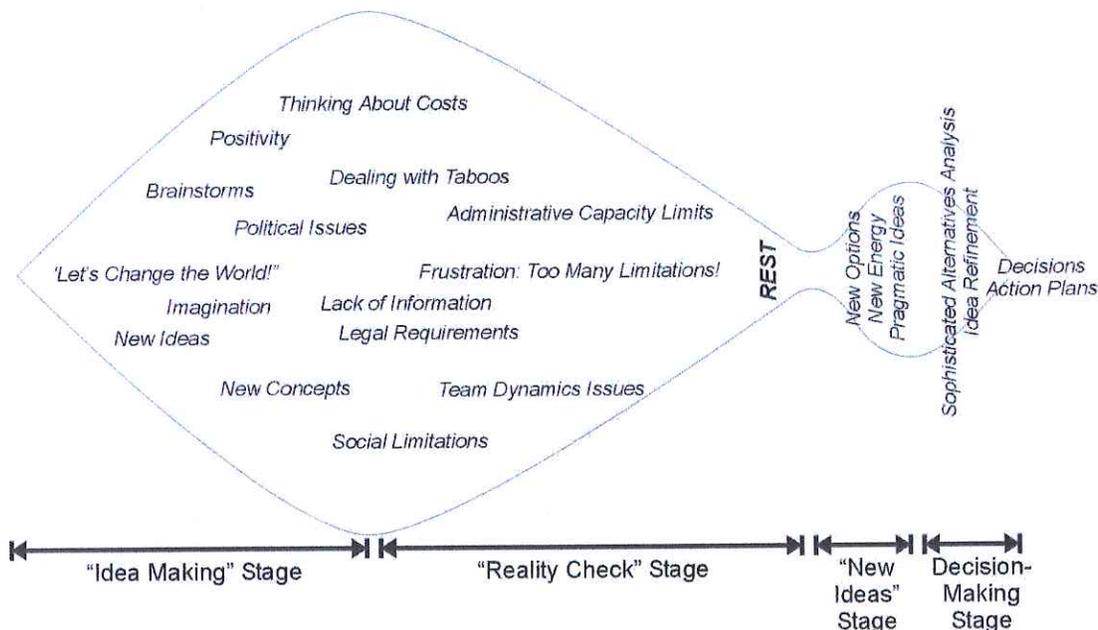
The truly effective planner should not seek only to be a “designer”, but a “community builder”. Consultations should result in the community having a deeper understanding of the decisions, challenges, and opportunities being considered. This will empower citizens to provide more workable input and better understand their broader role in plan development and implementation.

The raw tools to engage with the public include, but are not limited to:

• Open Houses	• Strategically-placed Signage	• Meetings with Groups
• Focus Groups	• One-on-One Meetings	• Surveys
• Newspaper Insertions	• Attendance at 1 st Ntn Gatherings	• Bulletin Board Pages
• Formal Meetings	• Site Tours or Visits	• Websites
• Break-Out Sessions		• Roundtables
• Videos		

4.2 Facilitation

Facilitation guides groups through the difficult processes of wrestling with complex issues. The diagram below has proven to be a helpful model of such group discussions.



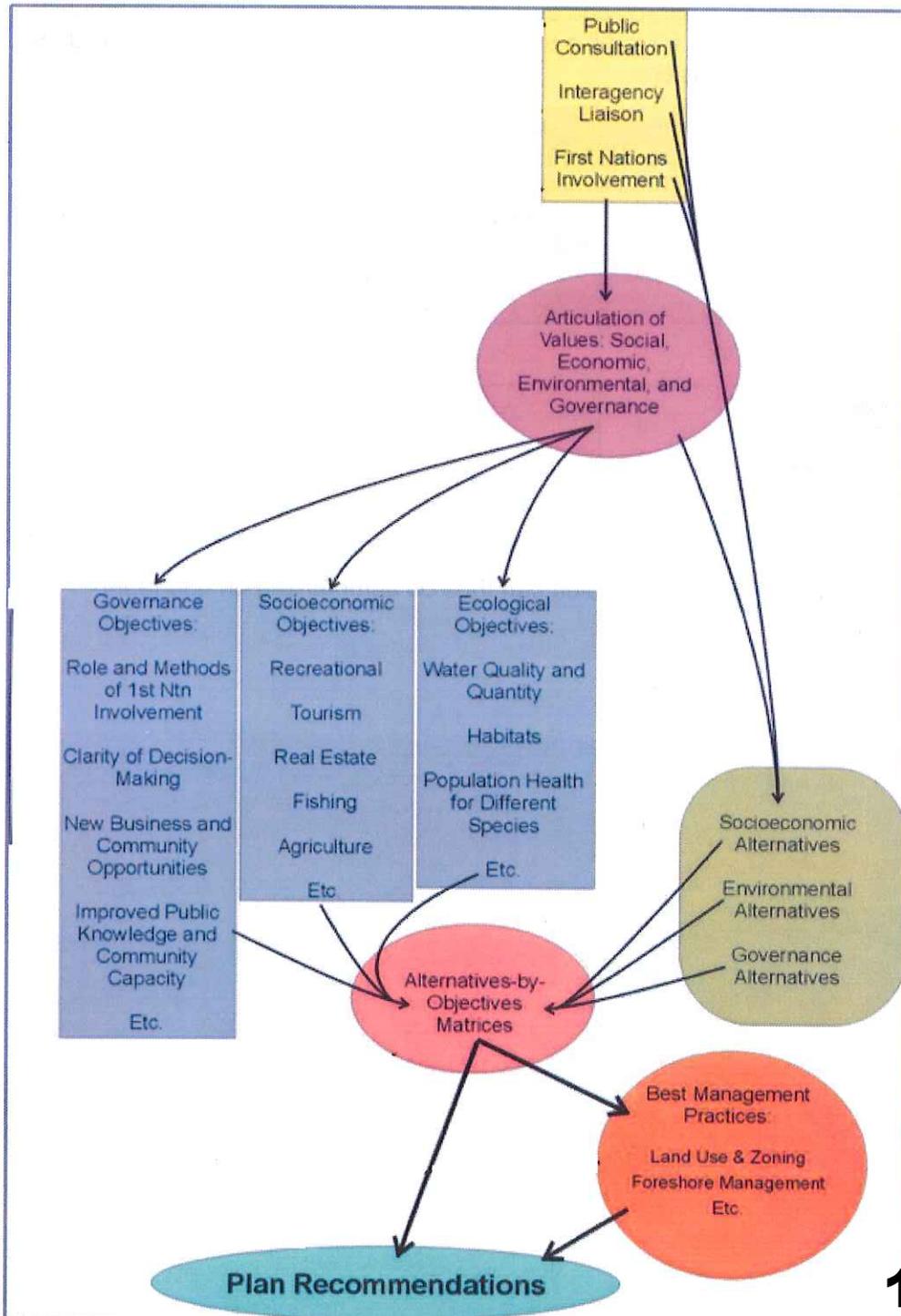


4.3 Innovation and Alternatives Development

Before a community can decide the route forward, it needs options! Cairnstone takes pride in its ability to create options that both are 'outside the box' and pragmatic.

4.3.1 Alternatives Assessment

For complex decisions an effective tool is the use of values-based multiple-



attribute decision matrices. First, the key values of the community are identified. These values are translated into alternatives and performance measures. An example of this is the value "provides best monetary value to the taxpayer" can be translated into the goal "lowest construction and operational cost. Similarly, the value "keep cycling safe" can be translated into the alternative "create greenways or bike-only paths throughout the community". Each alternative is evaluated against each performance measure through use of a matrix.

The development of a matrix, with *means* objectives, or alternatives, on one axis, and *ends* objectives, or values-based performance measures, on the other, is an excellent way of structuring the decisions around complex issues. This matrix creates a non-biased and readable presentation for the community. The example below is for a bike trail design project, but the tool can be used for most planning decisions.

Alternatives→ Objectives↓	Mixed-use along collector road	Mixed-use trail next to collector road	Walking path near road, bikeway on collector road	Status quo	Etc.
Contributes to pride of place					
Provides a good living environment					
Lowest Cost					
Etc.					

The full ramifications of a decision can thus be summarized on one table.





Rezoning Application

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

DATE: April 11, 2013

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

Rezoning Application: RE13001

Owner: W.E Streichsbier (agent – Jim McManus)

Legal Description: LOT 6 and LOT 12, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896

Address and Location: Willow Road

Electoral Areas: "E" Beaver Creek and "F" Cherry Creek

Recommendation: That the Board proceeds with first reading of Bylaws P1307 and P1308 subject to the following conditions:

- i) Confirmation that the property can meet the sewage disposal requirements for subdivision;
- ii) LOT 12, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896 being included in a fire protection area;
- iii) Meeting technical referral agency requirements; and
- iv) Pass the following resolution, "That the public hearing for Bylaws P1307 and P1308 be delegated to the Director for Electoral Area 'E', the Alternate Director, the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional Board."

RE13001

Applicant's Intention: The applicant is applying to rezone the subject properties from Rural (A2) District to Small Holdings (A1) District to facilitate subdivision of each lot into two lots.

Observations:

i) **Status of Property:** Lot 6 and lot 12 are both approximately 1.97 hectares (4.87 acres). Lot 6 is mostly cleared with a tributary of Kitsuksis Creek running west of the property line. Lot 12 is treed with second growth timber and Kitsuksis Creek runs through the south east corner of the property.

ii) **Services**

Sewage Disposal: On-site sewage disposal.

Water Supply: Both lots are within the Beaver Creek Water Service area. Prior to subdivision, the applicant will need to confirm that there are adequate fire flows for the proposed subdivision.

Fire Protection: Only lot 6 is within the Beaver Creek Fire Protection area. If lot 12 is developed it should be included in the Beaver Creek Fire Protection area.

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

Agricultural Land Reserve: Not in ALR.

Official Community Plan: The Beaver Creek Official Community Plan Bylaw P1291 designates this property "Residential Use" with a minimum parcel size of 0.404 hectares.

Zoning: Existing zoning is Rural (A2) District. The applicants have applied to rezone to Small Holdings (A1) District. A1 District has the following regulations:

Minimum lot area:	2 acres
Minimum lot width:	165 feet
Minimum setbacks	
Front:	25 feet
Rear:	30 feet
Side:	5 feet

The uses permitted in A1 are similar to uses permitted in A2.

RE13001

iv) **Comments:**

The applicant is proposing to subdivide the properties each into two lots, which fits into the surrounding area.

Both the Beaver Creek and Cherry Creek Official Community Plans designates these properties "Residential Use" with a minimum lot area of 0.24 hectares (0.6 acres).

From a technical perspective, prior to subdivision approval the applicants will need to demonstrate that this property is capable of being subdivided. If furthered, the application and bylaws will be forwarded to technical agencies for comment. This will include the Vancouver Island Health Authority (VIHA).

Lot 12 is currently not in a fire protection area and staff recommends it be included in the Beaver Creek Fire Protection area as a condition of rezoning.

The Beaver Creek Water Service area has recently been assumed by the ACRD. Environmental services staff will be included in the referral process for this development application prior to a public hearing being held.

If supported by the Board, this proposal will require input from referral agencies followed by a public hearing. Staff recommends that this application be furthered.

Submitted by:



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

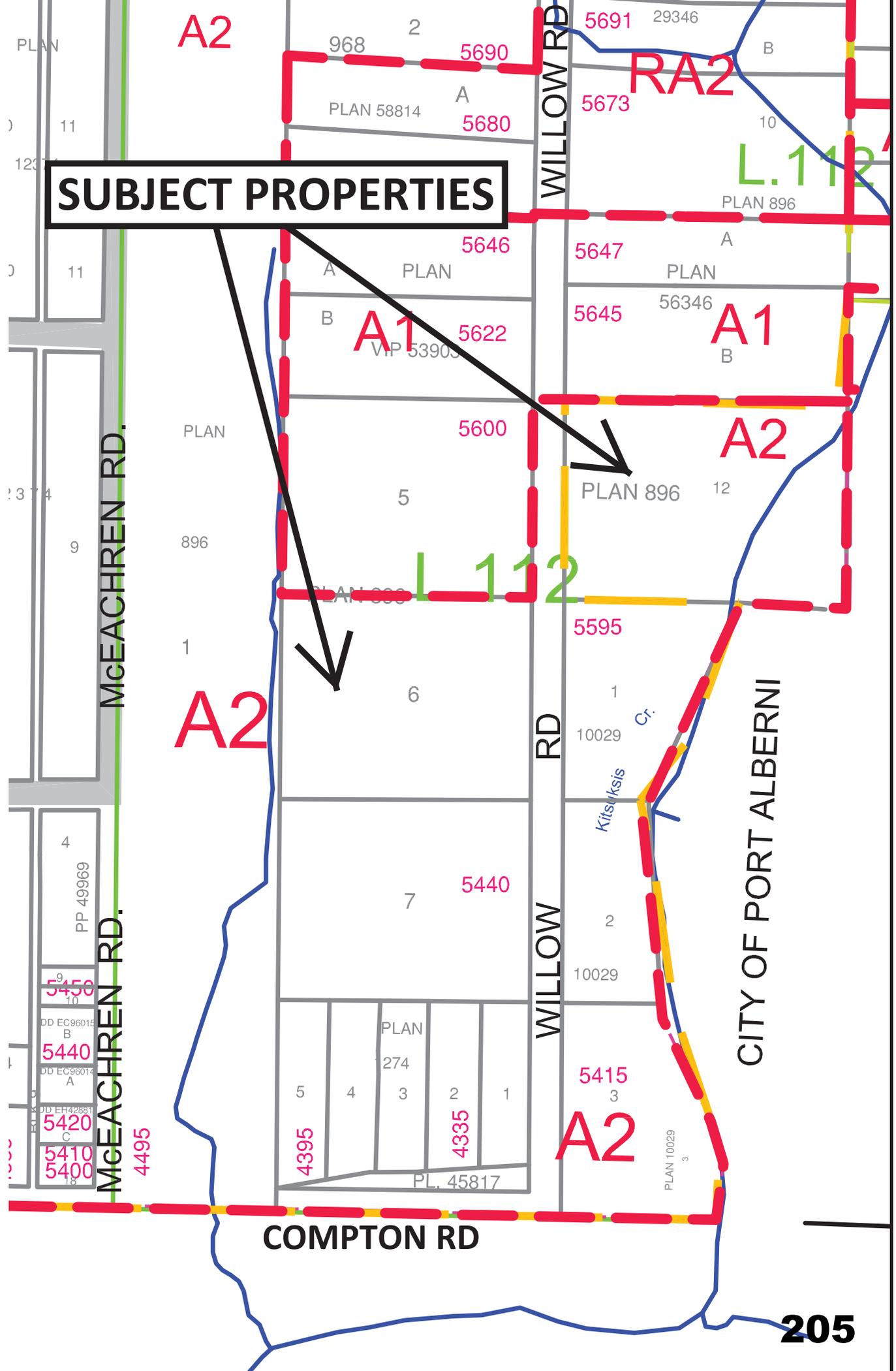
Reviewed by:



Russell Dyson, CAO

RE13001

SUBJECT PROPERTIES



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1307

OFFICIAL ZONING ATLAS AMENDMENT NO. 666

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. P1307.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 6, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896 from Rural (A2) District to Small Holdings (A1) 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 XXX day of XXX, 2013

Read a second time this XXX day of XXX, 2013

Read a third time this XXX day of XXX, 2013

Adopted this XXX day of XXX, 2013

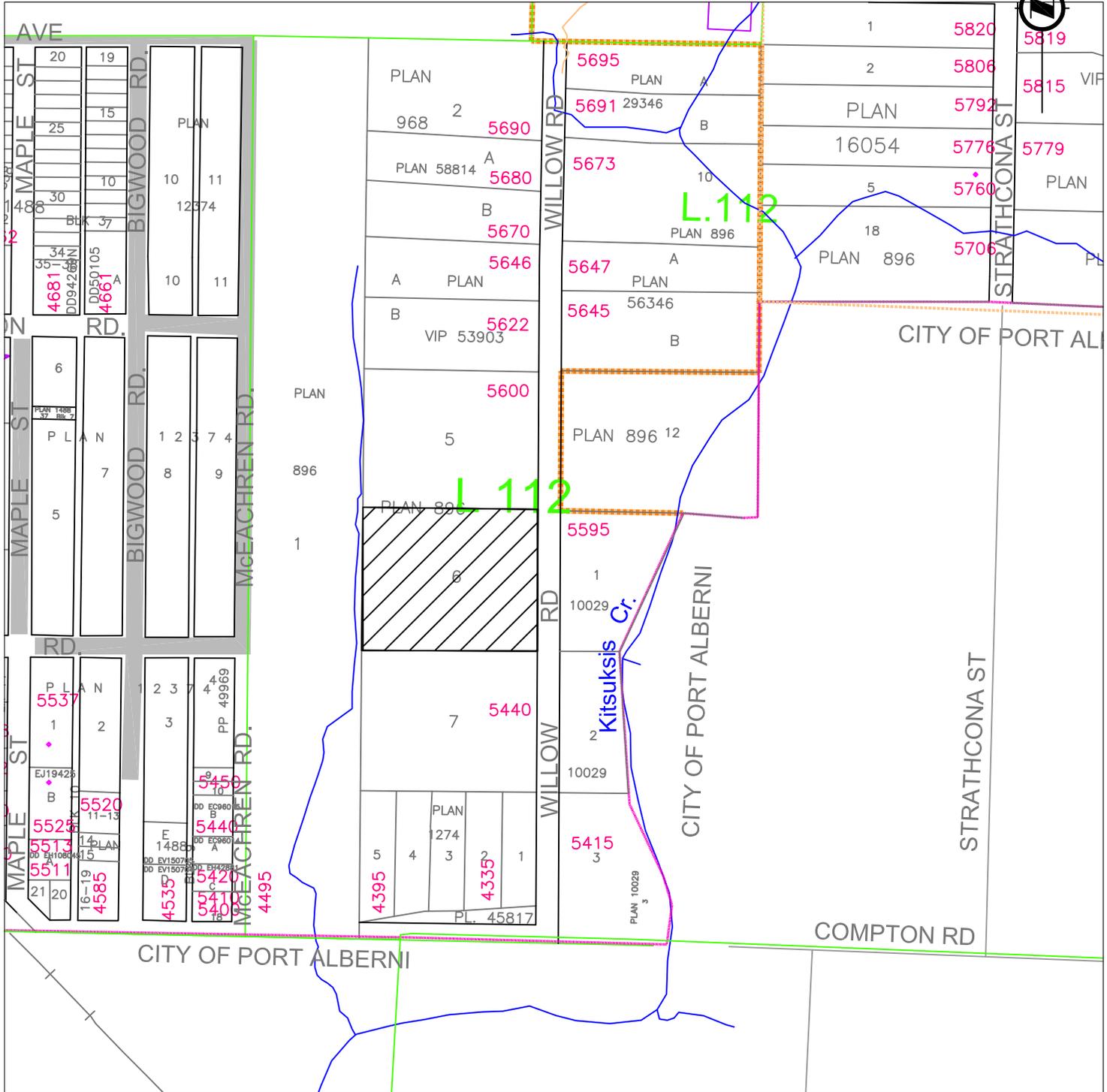
Russell Dyson, CAO

Chair of the Regional Board

RE13001/PL20130007

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1307



Legal Description: LOT 6, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896



To be rezoned from Rural (A2) District to Small Holdings (A1) District



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1308

OFFICIAL ZONING ATLAS AMENDMENT NO. 667

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. P1308.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 12, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896 from Rural (A2) District to Small Holdings (A1) 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 XXX day of XXX, 2013
Read a second time this XXX day of XXX, 2013
Read a third time this XXX day of XXX, 2013

Adopted this XXX day of XXX, 2013

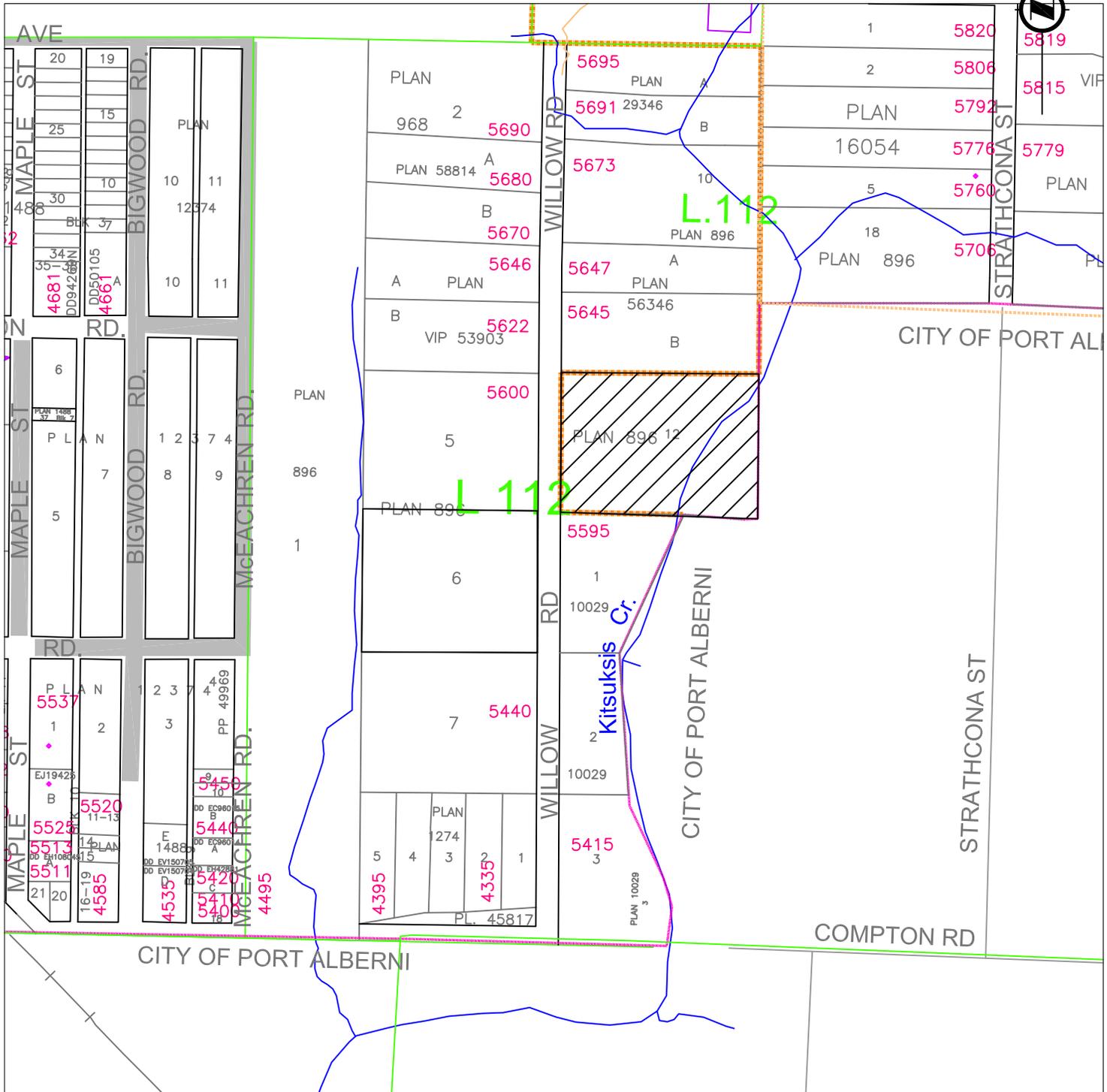
Russell Dyson, CAO

Chair of the Regional Board

RE13001/PL20130007

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1308



Legal Description: LOT 12, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 896



To be rezoned from Rural (A2) District to Small Holdings (A1) District



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of April 18, 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	Lease agreement now advertized
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	Russell	In Progress
6.	Nov. 4/12 Board	Explore the conduct of a Transit Feasibility Study for the region	Russell/ Tanis	Presented to April 18 ACHN
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 Yuułu?it?ath 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	Russell	Complete
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	Andy/ Russell	Engineers preparing design – water agreement discussions ongoing

#	Date	Action Item	Assigned to	Target Date/Update
		Beaver Creek regarding options and plans for the water system		
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 and copy to CCN	Russell	Complete
15.	March 13 th Board	Investigate with the District of Ucluelet and Tofino the possibility of providing fire protection services to the South Long Beach area	Wendy	Request sent
16.	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
17.	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
18.	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	Done
19.	April 10 th Board	Chair Cindy Solda was authorized to attend the 2013 Chief Elected Officials Forum to be held June 13 & 14, 2013 in Vancouver, BC – Register Cindy for the forum and book hotel	Tracy	Done
20.	April 10 th Board	Refer the correspondence from Ms. Roth for consideration during the re-development of the ACRD website and advise Ms. Roth her recommendations will be considered	Wendy	Done
21.	April 10 th Board	Send a letter to Mr. Mullen outlining the results and the purpose of the Referendum	Russell	Drafting
22.	April 10 th Board	Forward a letter to the Ministry thanking them for the restoration and rearing channels at Lost Shoe Creek	Wendy	Drafting
23.	April 10 th Board	Forward a letter to Hupacasath First Nation congratulating Chief Councilor Steven Tatoosh on his re-election and the new Council	Shelli	Done
24.	April 10 th Hospital Board	Advise ACHN Director Osborne will be participating on the Administration Committee	Shelli	Done
25.	April 10 WC Committee	Arrange meeting with West Coast Multiplex Advisory Committee	Shelli	May

#	Date	Action Item	Assigned to	Target Date/Update
Finance Department				
26.	Jan. 11/12 COW	Investigate other fuel providers for RD Fleet	Teri	
27.	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	Scheduled April 30 th
28.	July 11/12 Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	In Progress
29.	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
30.	March 27 th Board	Send letters to all Grant-in-Aid Applicants advising of the outcome of their 2013 applications	Teri	In Progress
Environmental Services Department				
31.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
32.	Sept. 8/10 WC	Investigate the possibility of leasing property at the Long Beach Airport for TFN to drill a well for water to their reserve	Russell	Reviewing alternatives – ongoing
33.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
34.	April 11/12 BD	Investigate options for dumping land clearing debris on the West Coast	Andy	In Progress
35.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy	Increased signage requested – to be discussed next Log Train Trail Adv. Mtg
36.	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	In progress
37.	Oct. 10/12 Board	The Board allocated \$36,500.00 of Gas Tax funding for the Bamfield Water Chlorination project	Andy	Projects being constructed
38.	Feb. 6/13 AV &	ACRD's Engineer to prepare a report on the Landfill Gas Management Program and	Andy	Preparing

#	Date	Action Item	Assigned to	Target Date/Update
	Bamfield	feasibility of the program within the AV Landfill		
39.	April 10 WC Committee	Proceed with the notice of disposition for the water landing strip at the Long Beach Airport for a 3 year term	Andy	In Progress
40.	April 10 WC Committee	Meet with TFN regarding outstanding issues with regards to water and zoning of airport lands	Andy	May
41.	April 10 WC Committee	Arrange a meeting with Chris Bird, President and representatives of the Long Beach Recreation Cooperative	Andy	May
Planning Department				
42.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2013
43.	June 1/09	Bamfield OCP Review	Mike	Out to agencies for review
44.	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
45.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
46.	n/a	Alberni Valley OCP Review	Mike	In progress
47.	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
48.	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
49.	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
50.	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	Staff Meeting with Hall Society April 26
51.	Nov. 14/12 Board	Investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada	Mike	Investigating

#	Date	Action Item	Assigned to	Target Date/Update
52.	Feb. 13 th Board	The Board passed a resolution instructing staff to proceed with obtaining contract proposals for a Regional Park Plan – Proceed	Mike	April 24 Board
53.	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	Done
54.	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 Rings Riding Facility be included in the Regional Parks Plan to the Regional Parks Planning process and Environmental Services Department	Mike/ Andy	Done
55.	March 13 th Board	Arrange a meeting with the Ministry of Environment, Ministry of Transportation, District of Ucluelet and Yuułuᑭᑦᑎᑦᑎᑦ First Nation to discuss access, safety and broader land use policies applying to the junction property	Mike	Arranging Meeting for May
56.	April 10 th Board	The Board adopted Bylaw P1291 Beaver Creek OCP	Mike	Done
57.	April 10 th Board	The Board adopted Bylaw P1305 rezoning application Wilson/Gunderson 610 Bamfield Road	Mike	Done

Issued: April 18, 2013

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MARCH, 2013**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family					1	107,527	1	300,000					2	407,527
Mobile Homes							1	2,500			1	10,000	2	12,500
Multi-Family													0	0
Adds&Rens					1	4,000			1	103,000			2	107,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous											1	10,000	1	10,000
Totals	0	0	0	0	2	111,527	2	302,500	1	103,000	2	20,000	7	537,027

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MARCH, 2013 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	1	107,527	2	750,000	1	450,000	1	278,264	5	1,585,791
Mobile Homes	0	0	0	0	0	0	1	2,500	0	0	1	10,000	2	12,500
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	1	4,000	0	0	1	103,000	1	6,500	3	113,500
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellenaous	0	0	0	0	0	0	0	0	1	50,000	1	10,000	2	60,000
Totals	0	0	0	0	2	111,527	3	752,500	3	603,000	4	304,764	12	1,771,791

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		2		2	1	5	21

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2012	18	1,708,000	92	9,011,700					
2011	27	1,841,575	120	9,221,498					
2010	13	1,745,487	149	21,524,170					
2009	8	326,171	123	11,302,380	1999	9	785,830	80	3,348,092
2008	32	3,793,396	147	22,682,130	1998	18	779,980	75	3,320,890
2007	27	1,757,186	163	15,007,877	1997	20	862,866	104	10,025,166
2006	31	3,117,930	161	15,909,705	1996	21	1,693,000	128	9,050,554
2005	28	4,300,065	138	12,962,379	1995	23	1,506,000	116	9,641,300
2004	29	3,915,060	133	11,036,854	1994	34	1,972,000	151	7,915,500
2003	11	2,230,220	97	6,925,356	1993	36	2,603,000	167	10,864,000
2002	15	488,416	76	2,986,134	1992	33	1,724,000	173	11,192,500
2001	12	916,314	89	5,790,126	1991	16	829,520	126	7,155,120
2000	19	1,004,091	88	4,095,339	1990	22	1,644,300	118	6,323,900



Alberni-Clayoquot Regional District

**Board of Directors Meeting Schedule
May 2013**

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, May 8 th	Regular Board of Directors Meeting	1:30 pm – ACRD Board Room	Directors, Senior Staff
	Regional Hospital District Meeting	Immediately following above	Directors, Senior Staff
Thursday, May 16 th	Fisheries Committee	10:00 am ACRD Board Room	Fisheries Committee
Wednesday, May 22 nd	Regular Board of Directors Meeting	1:30 pm – ACRD Board Room	Directors, Senior Staff
Thursday, May 23 rd	Emergency Planning Committee	1:30 pm – Port Alberni Fire Hall	Committee, Laurie, Russell
TBD	WC Multiplex Society	TBD	WC Directors, Multiplex Society, Senior Staff
TBD	AV Committee	TBD	AV Directors, Senior Staff, Pat Deakin
TBD	Long Beach Recreation Cooperative	TBD	WC Directors, LB Recreation Cooperative, Senior Staff

Revised: April 18, 2013



**SUMMARY OF REVENUE AND EXPENDITURES
FOR PERIOD ENDING MARCH 31, 2013**

(PAGE 1)

	2013 YEAR TO DATE ACTUAL	2013 ANNUAL BUDGET	PERCENTAGE OF BUDGET
REVENUE			
Tax requisition	\$ -	\$ 3,678,025	0.00%
Parcel taxes	-	881,655	0.00%
Grants in lieu of taxes	21,254	30,400	69.91%
Services provided to other governments	-	292,493	0.00%
Sale of services	614,166	3,398,800	18.07%
Other revenue	49,507	1,862,410	2.66%
Grants from other sources	250,757	2,205,483	11.37%
Surplus (deficit) from prior years	1,778,369	1,776,271	100.12%
Committed surplus from prior year	2,493,083	2,494,032	99.96%
	<hr/>		
SUBTOTAL	5,207,136	16,619,569	31.33%
 <i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 5,433	\$ 648,591	0.84%
	<hr/>		
TOTAL REVENUE	\$ 5,212,569	\$ 17,268,160	30.19%
	<hr/> <hr/>		

EXPENDITURES	2013 YEAR TO DATE ACTUAL	2013 ANNUAL BUDGET	PERCENTAGE OF BUDGET
All Members			
E911 Telephone System	2,460	266,000	0.92%
General Government Services	262,701	1,112,100	23.62%
Health Network	52,237	294,500	17.74%
Regional Parks	5,240	50,315	10.41%
Regional Planning	29,261	156,000	18.76%
Electoral Area's			
Building Inspection	53,578	260,000	20.61%
Electoral Area Administration	194,724	1,983,951	9.81%
Mgmt of Development - Rural Areas	68,453	372,000	18.40%
Vancouver Island Regional Library	94,405	378,000	24.97%
Alberni Valley			
Alberni Valley Emergency Planning	17,326	112,200	15.44%
Alberni Valley & Bamfield Waste Mgmt	368,324	2,482,200	14.84%
Alberni Valley Regional Airport	19,736	155,000	12.73%
Alberni Valley Water Study	-	10,750	0.00%
Custom Transit	78,648	443,000	17.75%
West Coast			
Long Beach Airport	55,747	1,861,234	3.00%
West Coast Emergency Planning	6,064	14,771	41.05%
West Coast Waste Mgmt	197,258	908,200	21.72%
City of Port Alberni			
Port Alberni Arena	500	237,550	0.21%
Bamfield			
Bamfield Community Park	673	6,100	11.03%
Bamfield Volunteer Fire Dept	9,464	118,293	8.00%
Bamfield Water System	33,939	675,512	5.02%
Beaufort			
Mountain Ranch Rd Fire Protection	25	2,617	0.96%
Long Beach			
Millstream Water System	10,743	151,860	7.07%
Salmon Beach Garbage	2,394	25,150	9.52%
Salmon Beach Power Distribution	25	74,496	0.03%
Salmon Beach Recreation	1,915	35,450	5.40%
Salmon Beach Security	9,112	53,750	16.95%
Salmon Beach Sewage	12,047	62,850	19.17%
Salmon Beach Transportation	24,277	154,600	15.70%
Salmon Beach Water	2,514	14,050	17.89%
South Long Beach Bike Path	25	7,200	0.35%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	49	14,000	0.35%
South Long Beach Street Lighting	187	810	23.09%
Sproat Lake			
Sproat Lake Animal Control	104	3,100	3.35%
Sproat Lake Arena	25	32,136	0.08%
Sproat Lake Community Park	5,178	166,863	3.10%
Sproat Lake Noise Control	3,917	33,000	11.87%
Sproat Lake Volunteer Fire Department	4,166	427,466	0.97%
Beaver Creek			
Arvay Rd Street Lighting	295	1,300	22.69%
Beaver Creek Animal Control	104	3,000	3.47%
Beaver Creek Community Park	1,303	10,100	12.90%
Beaver Creek Arena	25	24,735	0.10%
Beaver Creek Noise Control	104	2,100	4.95%
Beaver Creek Volunteer Fire Department	44,967	247,800	18.15%
Beaver Creek Water System	279,202	2,016,974	13.84%
Granville Rd Fire Protection	25	1,241	2.01%
Cherry Creek			
Cherry Creek Arena	25	20,654	0.12%
Cherry Creek Noise Control	103	2,100	4.90%
Franklin River Rd Fire Protection	4,635	11,100	41.76%
Grants-in-Aid	3,655	330,742	1.11%
	1,556,407	15,836,420	9.83%
Transfers to Municipal Finance Authority on behalf of the Municipalities	5,433	648,591	0.84%
	\$ 1,561,840	\$ 16,485,011	9.47%



PORT ALBERNI DETACHMENT MONTHLY REPORT



For 2012/13 the Port Alberni RCMP Detachment identified and focused on three specific areas. Each of these areas had measures and goals associated to it. Initiatives were implemented to help attain the stated goals. The following is the final report on these initiatives.

Relationship violence:

Victim Services arranged for presentations to be made to students at ADSS. The focus and messaging in the presentations was on healthy relationships.

- The measure identified was to reduce incidents of relationship violence in the Detachment area to 70. The result was 94 incidents. The 94 relates specifically to violence but when relationship issues are looked at in broader terms there were in excess of 250 complaints responded to by Detachment members over this period.

Traffic:

Traffic was identified as a concern and the Detachment had three measures:

- Criminal Code driving offences specifically impaired driving. The Detachment set a lofty goal to have 6 officers's recognized as members of Alexa's Team. Alexa's Team was formed after the death of Alexa Middelaer. In order to be recognized by Alexa's Team the officer must have removed 12 impaired drivers from our street over the course of the year. In 2012 forty one officers received this recognition on Vancouver Island, of which three were from Port Alberni Detachment.

- The Port Alberni Detachment's second measure was to participate in 10 joint roadblocks. Fourteen were conducted

- The final measure was to have Speed Watch conduct 50 sessions. Fifty one were conducted

Crime Reduction:

Three Crime Reduction strategies were monitored, all aimed at reducing criminal activity within the community.

- A goal to conduct 390 checks on persons moving throughout the community was set and over the course of the year 454 checks were conducted.

- A goal to have Citizen's on Patrol conduct 90 patrols was set and 120 were conducted. This represents thousands of volunteer hours on this initiative alone.

- The final measure was for Detachment officers to conduct 200 foot patrols in the community. The officers conducted 304 over the course of the year.

After consultation with a wide variety of stakeholders and Detachment members four areas of focus have been highlighted as Detachment priorities for 2013/14.

- *Drugs*: to increase the detection and charge rates for controlled drugs and substances and to decrease use

- *Violence in Relationships*: decrease the number of violence in relationship incidents

- *Crime Reduction*: continue with the monitoring of judicial release through the use of curfew and street checks, identifying prolific offenders and decrease the rates of mischief complaints

- *Visibility*: increase the visibility and interaction of the Detachment within the community through attendance at community events and planned patrols

All of the four areas of focus contain First Nation, education and enforcement components. The 2013/14 policing priorities are aimed at increasing public safety and community engagement.

(M. Richards) Insp
OIC Port Alberni Detachment