



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 12, 2013, 1:30 pm

Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items required 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b> <i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – May 22, 2013</b>	<b>7-19</b>
<i>THAT the minutes of the Board of Directors meeting held on May 22, 2013 be adopted.</i>	
b. <b>Regional Fisheries Resource Committee Meeting – May 16, 2013</b>	<b>20-26</b>
<i>THAT the minutes of the Regional Fisheries Resource Committee meeting held on May 16, 2013 be adopted.</i>	
c. <b>Alberni-Clayoquot Transportation Committee Meeting – May 21, 2013</b>	<b>27-31</b>
<i>THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on May 21, 2013 be adopted.</i>	
d. <b>Library Services Meeting Notes – May 29, 2013</b>	<b>32-34</b>
<i>THAT the meeting notes of the Library Services meeting held on May 29, 2013 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
a. <b>Presentation – Teri Fong, Manager of Finance</b> <b>5 Years of Service</b>	
b. <b>Mr. Don Jones, Duncan Sabine Collyer Partners - Presentation of 2012</b> <b>Audited Financial Statements for the Alberni-Clayoquot Regional</b> <b>District and the Alberni-Clayoquot Regional Hospital District.</b>	<b>35-72</b>

*THAT Mr. Don Jones, Duncan Sabine Collyer Partners be invited to address the Regional District Board.*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2012 Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District as presented by Don Jones, Duncan Sabine Collyer Partners.*

**6. CORRESPONDENCE FOR ACTION**

- |    |  |           |
|----|--|-----------|
| a. | <b>REQUEST FOR INFORMATION</b><br>Nuu-chah-nulth Tribal Council, May 30, 2013, Tsunami Debris and First Nations Involvement. | <b>73</b> |
|----|--|-----------|

*THAT the Board of Directors receive and return to staff to gather more information from the Province regarding the Tsunami Debris Plan.*

**7. CORRESPONDENCE FOR INFORMATION**

- |    |  |              |
|----|--|--------------|
| a. | <b>AUDITOR GENERAL FOR LOCAL GOVERNMENT</b><br>Performance Audits  | <b>74-75</b> |
| b. | <b>ALBERNI-CLAYOQUOT REGIONAL DISTRICT/NUU-CHAH-NULTH TRIBAL COUNCIL TO MERX BID REVIEW COMMITTEE</b><br>Economic Development & Capacity Building Support in West Coast Vancouver Island Communities | <b>76</b>    |
| c. | <b>ALBERNI-CLAYOQUOT REGIONAL DISTRICT/NUU-CHAH-NULTH TRIBAL COUNCIL LETTER TO MINISTER OF FISHERIES &amp; OCEANS</b><br>Funds related to the Pacific Salmon Treaty Chinook Annex                    | <b>77-79</b> |
| d. | <b>CORPORATION OF THE VILLAGE OF CUMBERLAND</b><br>Mason Bees and Pollination  | <b>80</b>    |
| e. | <b>METRO VANCOUVER</b><br>New Waste-to-Energy Capacity for Metro Vancouver – Potential Site Identification   | <b>81-83</b> |
| f. | <b>ISLAND COASTAL ECONOMIC TRUST</b><br>ICET Announces Funding Support for Projects in the North Island and Sunshine Coast Region  | <b>84-85</b> |
| g. | <b>SPROAT LAKE WATER SPORTS ASSOCIATION</b><br>Update  | <b>86-87</b> |
| h. | <b>WESTERN FOREST PRODUCTS</b><br>Thank you for Meeting  | <b>88</b>    |
| i. | <b>VANCOUVER ISLAND UNIVERSITY</b><br>Thank you for Grant-In-Aid   | <b>89</b>    |
| j. | <b>TELUS</b><br>Telus Investing \$12 Million in Port Alberni in 2013   | <b>90-92</b> |

- k. **CLAYOQUOT BIOSPHERE TRUST** **93**  
2012 Annual Report  
(Report to be handed out separately)
- l. **THE HONOURABLE KEITH ASHFIELD, DEPARTMENT OF FISHERIES AND OCEANS** **94-96**  
PST Mitigation Fund

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **97-101**  
Garbage & Recycling Bylaw Amendment

*THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".*

- b. **REQUEST FOR DECISION** **102-133**  
Finance Warrant No. 529

*THAT the Board of Directors approves Finance Warrant Number 529 in the amount of \$658,992.28 dated May 31, 2013.*

- c. **REQUEST FOR DECISION** **134-139**  
Sproat Lake Noise Control Bylaw

*THAT the Board of Directors give four readings and adoption to Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw No. R1024, 2013."*

- d. **REQUEST FOR DECISION** **140-142**  
Renewal – Health Network Coordinator Contract

*THAT the Alberni-Clayoquot Regional District Board of Directors renew the contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for a one year term commencing July 1, 2013 in the amount of \$55,000.00 including taxes, travel and expenses.*

- e. **REQUEST FOR DECISION** **143-154**  
Alberni Valley & West Coast Landfill Bylaw Amendments

*THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".*



*Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan."*

*THAT the Board of Directors pass the following resolution: "That the Sproat Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020."*

*THAT the public hearing for Bylaw P1310 be delegated to the Director for Electoral Area "D" Sproat Lake, the Alternate Director, or the Chairperson of the Regional Board.*

- b. **SD11012, GREAT CENTRAL LAKE HOLDINGS, GREAT CENTRAL LAKE** **218-220**  
Memorandum – Covenant

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

*THAT the Board of Directors authorize the Chief Administrative Officer to enter into a covenant restricting the use of the land shown on Plan EPP20873.*

## **9.2 ALL DIRECTORS**

- a. **REGIONAL PARKS PLAN STEERING COMMITTEE** **221**  
Memorandum

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

*THAT the Board of Directors appoint the following people to the Regional Parks Plan Steering Committee: Libby Avis, Barb Baker, Brian Callender, Harold Carlson, Judy Carlson, Richard Kudra and Emma Neill.*

*THAT the Board of Directors leave open two additional appointments to the Regional Parks Plan Steering Committee for a representative for Bamfield and another representative from the West Coast.*

## **10. REPORTS**

- a. **Vancouver Island North INFILM Film Commission** **222-227**  
Minutes from the May 31, 2013 Meeting.
- b. **Alberni Valley Chamber of Commerce** **228-232**  
Minutes from the May 30, 2013 Board of Directors Meeting.
- c. **Federation of Canadian Municipalities** **233-236**  
Value to Communities of FCM's Annual Conference and Trade Show: Key Messages and Qs and As.

*THAT the Board of Directors receives Reports a-c.*

**10.1 STAFF REPORTS**

- |    |   |                |
|----|---|----------------|
| a. | CAO Report – June 6, 2013                               | <b>237</b>     |
| b. | Planning & Development Manager Report – June 6, 2013    | <b>238-239</b> |
| c. | Financial Manager Report – June 6, 2013                 | <b>240</b>     |
| d. | Environmental Services Department Report – June 7, 2013 | <b>241-244</b> |
| e. | Staff Action Items Report – June 6, 2013                | <b>245</b>     |

*THAT the Board of Directors receives the Staff Reports a-e.*

**10.2 COMMITTEE REPORTS**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN CAMERA**

*Motion to close the meeting to discuss matters relating to*

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

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**16. ADJOURN**

**Next Board of Directors Meeting: Wednesday, June 26, 2013  
Alberni-Clayoquot Regional District  
Office, 3008 5<sup>th</sup> Avenue, Port  
Alberni, BC**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 22, 2013

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

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- DIRECTORS PRESENT:** Cindy Solda, Chairperson, City of Port Alberni  
Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)  
Eric Geall, Electoral Area "A" (Bamfield)  
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) – via teleconference  
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
- OBSERVER:** Wilfred Cootes, Councillor, Uchucklesaht Tribe
- REGRETS:** Wendy Thomson, Manager of Administrative Services
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Mike Irg, Manager of Planning and Development  
Shelli Lyle, Administrative Assistant

### 1. CALL TO ORDER

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

Chairperson Solda introduced Mr. Wilfred Cootes, Councillor from the Uchucklesaht Tribe attending the meeting as an observer. Directors introduced themselves to Councillor Cootes.

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director Geall*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – May 8, 2013**

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

*THAT the minutes of the Board of Directors meeting held on May 8, 2013 be adopted.*

**CARRIED**

**b. Alberni-Clayoquot Transportation Committee Meeting – May 2, 2013**

*MOVED: Director McLeman*  
*SECONDED: Director McNabb*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on May 2, 2013 be adopted.*

**CARRIED**

Director McLeman reported that the Transportation Committee will ask for a meeting with the newly appointed Minister and also organize a meeting with the Tseshaht First Nation. Staff will send a letter to all Alberni-Clayoquot Regional District communities and interested parties requesting letters of support for a Horne Lake Connector. The committee will organize a tour of the proposed Horne Lake route and prepare background materials in preparation for the meeting with the Minister.

**c. West Coast Committee Meeting – May 13, 2013**

*MOVED: Director Irving*  
*SECONDED: Director Bennett*

*THAT the minutes of the West Coast Committee meeting held on May 13, 2013 be adopted.*

**CARRIED**

**d. West Coast Multiplex Advisory Committee Meeting – May 13, 2013**

*MOVED: Director McNabb*  
*SECONDED: Director Osborne*

*THAT the minutes of the West Coast Multiplex Advisory Committee meeting held on May 13, 2013 be adopted.*

**CARRIED**

**e. Alberni Valley Committee Meeting – May 15, 2013**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the minutes of the Alberni Valley Committee meeting held on May 15, 2013 be adopted.*

*MOVED: Director McLeman*

*SECONDED: Director Cote*

*THAT the main motion be amended to include: staff to obtain quotes for a GPS for the AV Airport and confer with the Port Authority to participate and contribute.*

**CARRIED**

*The main motion as amended was*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Inspector Mac Richards, Officer In Charge, RCMP, Port Alberni Detachment regarding April Report and Highway 4 closure incidents.**

*MOVED: Director Kokura*

*SECONDED: Director Geall*

*THAT, Inspector Mac Richards, be invited to address the Regional District Board.*

**CARRIED**

Inspector Richards provided an overview and reported on noteworthy investigations. He explained that there was a press release today regarding a young girl from the community being victimized late yesterday. Inspector Richards answered questions from Directors.

**b. Ms. Karla Louwers, BC Hydro, regarding the work BC Hydro will be doing prior to installation of fibre optic cable for high speed internet on the West Coast. And Mr. Kevin Midwood, Telus, regarding installation of fibre optic cable for high speed internet on the West Coast.**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT, Ms. Karla Louwers, BC Hydro and Mr. Kevin Midwood, Telus be invited to address the Regional District Board.*

**CARRIED**

Ms. Louwers introduced herself and explained the transmission line upgrade and fibre make ready project that BC Hydro and Telus will be completing. BC Hydro will be upgrading the transmission line between kilometer 12 of Highway 4 and Long Beach Substation to accommodate the installation of Telus' fiber optic cable. 369 poles will be replaced, some insulators will also be replaced and the lines will be upgraded from 50c rating to 90c rating. Live line work is planned and outages are not anticipated. Construction tender will be determined in late May; construction will then begin late June with a completion date of March 2014. The contractor will work with Ministry of Transportation and Infrastructure regarding traffic delays and communicate through websites and the media. There will be single lane traffic Monday to Friday and some blasting will be required where there will be up to 5 minute closures both ways.

Mr. Midwood introduced himself and explained when this project is complete Telus will be able to bring 100 Megs to each house on the West Coast of the Island.

**c. Mr. John Rosene, Long Beach regarding Development Variance Application DVC12005, 2425 Tofino-Ucluelet Highway (item # 9.1a)**

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT Mr. John Rosene be invited to address the Regional District Board.*

**CARRIED**

Mr. Rosene explained his variance proposal, the layout of his property and his two part application process with an upgrade to the septic system.

**d. Ms. Carol Schmitt, Omega Pacific Hatchery Inc. regarding History and Participation to date on Projects involving Chinook Salmon in our community.**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT Ms. Carol Schmitt, Omega Pacific Hatchery Inc., be invited to address the Regional District Board.*

**CARRIED**

Ms. Schmitt distributed an information package. Ms. Schmitt's first request was for the Board to write a letter to support Omega Pacific Hatchery to participate in the growing of Chinook for rebuilding streams to provide fishing opportunities in our area.

The second request was for the Board to participate in dialogue to obtain approval and identify a location for release of a group of 65,000 Chinook smolts currently rearing at Omega Pacific Hatchery. The fish are from adult Chinook spawned at the brailer site at Robertson Creek Hatchery with the eggs having been incubated and smolts reared at Omega Hatchery.

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors send a letter of support for Omega Pacific Hatchery to participate in the growing of Chinook to rebuild streams and Director Cote be authorized to participate in the meeting with the Barkley Sound Working Group sub-committee.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

**a. ISLAND COASTAL ECONOMIC TRUST**

ICET Announces Funding Support for Aboriginal Tourism Attraction Project

ICET Announces Funding Support for Oceanside Initiatives Business Attraction Strategy

**b. TOWN OF PORT MCNEILL**

British Columbia Industries and Our Economy

**c. REGIONAL DISTRICT OF NANAIMO**

Initiation of Process to Amend the Regional Growth Strategy RGS and Electoral Area "H", RDN

**d. CATALYST PAPER CORPORATION**

Catalyst Paper 2012 Sustainability Report  
(Report held in office)

**e. SPARC BC**

Access Awareness Day – June 1, 2013

*MOVED: Director Bennett*

*SECONDED: Director Jack*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Community Works Fund Agreement Amendment – Cherry Creek Improvement District and Beaver Creek Community Hall.**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the Community Works Fund Agreement Amendment between the Union of British Columbia Municipalities (UBCM) and the ACRD and authorize the Chairperson and the Chief Administrative Officer to enter into the Agreement on behalf of the ACRD.*

**CARRIED**

**b. Administrative Memo regarding Fuel Provider for Regional District Fleet.**

*MOVED: Director Geall*  
*SECONDED: Director McLeman*

*THAT this Administrative Memorandum be received.*

**CARRIED**

**c. Request for Decision regarding Asset Listing.**

*MOVED: Director Irving*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors receives the asset listing staff report.*

**CARRIED**

**d. Request for Decision regarding Restructure Implementation Grant.**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors allocate the \$15,000 restructure implementation grant from the Ministry of Community, Sport, and Cultural Development to General Government Services to offset the administrative wages that were incurred to convert the Beaver Creek Improvement District.*

**CARRIED**

**e. Request for Decision regarding Geotechnical Assessment – Proposed West Coast Multiplex.**

*MOVED: Director Bennett*  
*SECONDED: Director Irving*

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to hire Simpson Geotechnical Ltd. to conduct a geotechnical assessment on the proposed site of the West Coast Multiplex for an estimated fee of \$13,970 plus GST, which includes the estimated disbursements for the drill rig and skid road construction.*

**CARRIED**

**f. Request for Decision regarding Declaration of Year of Reconciliation.**

*MOVED: Director Geall*

*SECONDED: Director McNabb*

*THAT the Board of Directors of the Alberni-Clayoquot Regional District declare 2013 as the year of reconciliation within the Alberni-Clayoquot Regional District and invite an ambassador of Reconciliation Canada to attend the Regional District as a delegation to inform the Regional District Board about reconciliation and the impact of IRS within the region.*

**CARRIED**

**g. Request for Decision regarding North Island 9-1-1 Corporation Articles – Amendment.**

*MOVED: Director Kokura*

*SECONDED: Director Jack*

*THAT the Regional District of Alberni-Clayoquot is in favour of executing the special resolution (appendix 'A') to make select alterations to the Articles of North Island 9-1-1 Corporation, as recommended by Singleton Urquhart LLO AND FURTHER THAT a waiver of notice (appendix 'B') be executed.*

**CARRIED**

**h. Request for Decision regarding Beaver Creek Water System VIHA 4321 Implementation Strategy.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors request an extension to September 30, 2013 from the Vancouver Island Health Authority (VIHA) to submit an implementation strategy for the Beaver Creek Water System outlining how the ACRD intends to meet the Drinking Water Treatment Objects (Microbiological) for Surface Water Supplies in BC.*

**CARRIED**

**i. Request for Decision regarding Long Beach Airport – Boom Mower**

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to purchase a 2013 Diamond 3-Point Hitch Boom Mower from Prairie Coast Equipment for \$38,700.00 plus tax.*

**CARRIED**

**j. Request for Decision regarding Community to Community forum Funding Application.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors apply for Community to Community Forum funding through the Union of British Columbia Municipalities to host a forum between all local and First Nations' governments in the region to:*

- a. Review the inclusion of the Huu-ay-aht First Nation and the Yuułu?if?ath Government joining Regional Board of the ACRD and the role of Uchucklesaht First Nation and Toquaht First Nation having observer status;*
- b. Share the Tool Kit and resources developed by EcoPlan with all local governments and the 10 First Nations in the region;*
- c. Develop working relationships among all governments; and,*
- d. A workshop focusing on Nuu-chah-nulth governance.*

**CARRIED**

**9. PLANNING MATTERS**

- a. DVC12005, ROSENE, 2425 TOFINO-UCLUELET HIGHWAY**  
Development Variance Application – Memorandum and Report

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT the Board of Directors pass a resolution to consider issuing development variance DVC12005 with the addition of an environmental professional that is agreeable to both parties and updated report and agreement to any recommendations on the sewage system in regards to the proposed development.*

**CARRIED**

- b. DPC13001, CANADIAN SKYLINE HOTELS LTD, BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**

Development Permit Application – Report and Permit

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the Board of Directors pass a resolution to issue development permit DPC13001.*

**CARRIED**

- c. **SC12006, CANADIAN SKYLINE HOTELS LTD, BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**  
Minimum Parcel Frontage Waiver Request – Memorandum

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Board of Directors grant the Minimum Parcel Frontage Waiver for application No. SC12006.*

**CARRIED**

- d. **SD13001, IRENE WENNGATZ, KATHERINE DRIVE**  
Minimum Parcel Frontage Waiver Request – Memorandum

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT the Board of Directors receive this memorandum.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

- a. Staff Action Items Report - May 16, 2013
- b. Building Inspector's Report – April 2013
- c. Financial Statements – April 2013
- d. Board of Directors Meeting Schedule – June 2013

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

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

**CARRIED**

**10.2 COMMITTEE REPORTS**

**a. Alberni-Clayoquot Regional Fisheries Resource Committee – B. Irving  
(Verbal)**

*MOVED: Director Irving*

*SECONDED: Director Cote*

*THAT this verbal report be received.*

**CARRIED**

Director Irving reported the Fisheries Committee met on May 16. Mr. Thomson spoke about community funding sources, the salmon enhancement budget, habitat restoration programs and answered questions from the members. The initial Salmon Treaty had 28.5 million currently there is 20 million in that fund. Director Bennett reported DFO correspondence has not been getting to the community reps as they were left off the email list. Director Cote reported there is a Chinook fry net pen on display at harbor quay.

**b. 2013 Advisory Planning Commission Appointments**

**i. Bamfield**

*MOVED: Director Geall*

*SECONDED: Director Kokura*

*THAT the following individuals be appointed to the Bamfield Advisory Planning Commission for a two year term: Max Salamon, Phil Lavoie and Ed Friesen and the following individuals be appointed for a one year term: Rae Hopkins and Rose Janelle.*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

**ii. Beaufort**

*THAT the following individuals be appointed to the Beaufort Advisory Planning Commission for a two year term: Vickie Lee, Todd Thompson, Hugh Anderson, Brian Thompson and Linda Thompson.*

**CARRIED**

**iii. Long Beach**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the following individuals be appointed to the Long Beach Advisory Planning Commission for a two year term Petra Arnold, Jim Whitworth and Kel Roberts; and the following individuals be appointed for a one year term: Vi Mundy and Don McKinnon.*

**CARRIED**

iv. Sproat Lake

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the following individual be appointed to the Sproat Lake Advisory Planning Commission for a two year term: Joe Lamoureux and the following individuals be appointed for a one year term: Bob Maurice, Lianne Saunders, Joe Van Bergen and Sandra Reed.*

**CARRIED**

v. Beaver Creek

*MOVED: Director McLeman*

*SECONDED: Director Geall*

*THAT the following individual be appointed to the Beaver Creek Advisory Planning Commission for a two year term: Dave deMontreuil and the following individual be appointed for a one year term: Gordon Blakey.*

**CARRIED**

vi. Cherry Creek

*MOVED: Director Banton*

*SECONDED: Director Kokura*

*THAT the following individuals be appointed to the Cherry Creek Advisory Planning Commission for a two year term: John Versteeg Jr., Mike Jones, Darcy Nelson and Bob Vandermolen.*

**CARRIED**

### **10.3 MEMBER REPORTS**

- a. **RCMP Update** - received as a delegation
- b. **9-1-1 Corporation – C. Solda** – No Report
- c. **Vancouver Island Regional Library - P. Cote** - No Report
- d. **Central West Coast Forest Society – T. Bennett** - No Report

- e. **Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda - No Report**
- f. **Alberni Valley Chamber of Commerce – C. Solda - No Report**
- g. **Coastal Communities Network – T. Bennett/B. Irving/C. Solda - No Report**
- h. **West Island Woodlands Advisory Group – J. Jack/L. Banton - No Report**
- i. **Island Coastal Economic Trust – C. Solda -No Report**
- j. **Air Quality Council, Port Alberni – J. McNabb - No Report**
- k. **West Coast Aquatic Board – T. Bennett**  
Director Bennett reported there will be a site tour of the float homes in Uchuklesaht in June.
- l. **Association of Vancouver Island & Coastal Communities – C. Solda - No Report**
- m. **Beaver Creek Water Advisory Committee – J. McNabb - No Report**
- n. **Other Reports**  
Chairperson Solda reported she attended the Alberni Wrestling Awards presentation where the ACRD was given an Alberni Wrestling Special Appreciation plaque for their donation.

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

*MOVED: Director Kokura*  
*SECONDED: Director Geall*

*THAT this meeting be adjourned at 4:10 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE REGIONAL FISHERIES RESOURCE COMMITTEE MEETING HELD ON THURSDAY, MAY 16, 2013

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

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**DIRECTORS** Bill Irving, Chairperson, Mayor, District of Ucluelet  
**PRESENT:** Tony Bennett, Director, Electoral Area "C" (Long Beach)  
Josie Osborne, Mayor, District of Tofino  
Jack McLeman, Councillor, City of Port Alberni  
Cindy Solda, Councillor, City of Port Alberni  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Andrew Day, West Coast Aquatic Management  
Bryan Rusch, DFO, Port Alberni  
Don Hall, Nuu-chah-nulth Tribal Council

**REGRETS:** Dennis Chalmers, Province of BC  
John Jack, Councillor, Huu-ay-aht First Nation

**STAFF PRESENT:** Robert Gunn, Contractor  
Tracy Bond, Administrative Assistant

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:06 am.

### 2. APPROVAL OF AGENDA

*MOVED BY: Director Solda*

*SECONDED: Director Bennett*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Regional Fisheries Resource Committee Meeting – February 7, 2013.**

*MOVED: Director Bennett*

*SECONDED: Director Solda*

*THAT the minutes of the Regional Fisheries Resource Committee held on February 7, 2013 be received.*

**CARRIED**

#### 4. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Mr. Andrew Thomson, Area Director, South Coast Division, Fisheries and Oceans Canada regarding areas of mutual concern.**

*MOVED: Director Bennett*

*SECONDED: Director Solda*

*THAT Mr. Andrew Thomson, Area Director, South Coast Division, Fisheries and Oceans Canada be invited to address the Regional Fisheries Resource Committee.*

**CARRIED**

Mr. Thomson thanked the Committee for the invitation to attend the meeting and advised that he will be happy to attend future meetings should he be available. Mr. Thomson answered questions from members of the Fisheries Committee.

1. Are there community funding sources and mechanisms there to aid our local enhancement and restoration concerns – ie: hatcheries?  
Mr. Thomson advised that the salmon enhancement budget has been static. In the last 3 budget cycles the Fisheries Department have gone through cuts but the Salmon Enhancement Program (SEP) budget has been maintained. A new program to assist in habitat restoration programs will begin this Spring, with 10 million dollars set aside nationally for this. Mr. Thomson believes the Pacific Region is in a unique position to be able to take advantage of some of this funding.
2. What is the future DFO's revised of Use of Fish Policy?  
Basics projects from past years will be funded for track 1, e.g. the PST test fishery has been rolled over, but the true meaning of this new legislation is still to be determined. For 2013 everything will keep going as in the past. The design of policies and guidance will come with public consultation which will determine with how best to deal with this new tool. DFO is conducting a Pilot Project in Cowichan. There will be a 2 day workshop focusing on the Chinook return and other species into the Cowichan River. A strategic approach on how we access what is limiting the returns. DFO is looking at possibly doing this in Barkley and Clayoquot Sounds as well. Sharing of information is of enormous benefit. Andrew Day advised that on June 10<sup>th</sup> & 11<sup>th</sup> West Coast Aquatic will be doing exactly what Mr. Thomson is discussing.  
There was a discussion on use of funds for Track 2. Ocean ranching may be considered under Track 2 but one of the problems with ocean ranching is assigning public property to private interests. Net pen rearing behind port boat house is moving forward.
3. What is the possibility of using more of the salmon sports license fees for enhancement?  
In 2013 the full \$6 tag fee will go to the Pacific Salmon Foundation.
4. Committee members inquired on the possibilities of greater community representation on DFO Management and Harvesting Advisory Committees.

Community representatives were not invited to meeting regarding Hake joint venture fisheries, at which policies were recommended that were detrimental to the interests of shore based processors.

Mr. Thomson apologized for the oversight. The Fisheries Committee members realize there may have been a mistake but the problem is there is an email list that leaves community representatives off. Why is this? The joint venture is a critical issue to West Coast Communities and this type of error is suspicious and concerning. Mr. Thomson feels in terms of community representation on DFO advisory committees the overall approach must be looked at, possibly a more structured and formal approach and a look at where the best seats for community representation are. Mr. Thomson will discuss with his DFO superiors and maybe follow up with this at a future meeting.

5. There was a discussion on the Pacific Salmon Treaty buy back. Mr. Thomson will get back to the Committee on how much of this has been used.

## **5. CORRESPONDENCE FOR ACTION/INFORMATION**

### **a. MINISTER OF FISHERIES AND OCEANS**

April 19, 2013, response to January 29, 2013 correspondence regarding the 2012 T'aaq-wiihak salmon demonstration fishery and upcoming 2013 season.

### **b. ALBERNI-CLAYOQUOT REGIONAL FISHERIES COMMITTEE**

April 10, 2013, letter to Kathy Scarfo, Area G Troll Fleet regarding the Fisheries Committee offer of assistance.

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT correspondence a-b be received.*

**CARRIED**

## **6. REPORTS**

### **a. Department of Fisheries & Oceans Update – (Verbal)**

B. Rusch, DFO, Port Alberni, provided a verbal update for the Department of Fisheries and Oceans. Area 23 Chinook forecast is just under 70,000 for the Somass which is quite a bit less than originally forecasted. The recreational fishery in the canal will close August 1<sup>st</sup>, the rest will be the same as last year. There will be no commercial fishery. Sockeye is quite a bit lower than forecast, only 350,000. This leaves room for a commercial fishery but at lower levels. In terms of management for area 23 the recreational fishery started May 1<sup>st</sup>. From May 1 to June 14, 2013 the limit is 2 a day and from June 15, 2013 a limit of 4 a day. The Maa-Nulth Fishery began this weekend. Area G opened on April 25<sup>th</sup>

and fishing continued until the closing at midnight on May 15<sup>th</sup>. Approximately 26,000 fish were caught. All year 36,000 fish caught. 76 boats maximum are active on any given day. The fishery will re-open in late August or early September. The TAC is 41,000. Regarding herring there are no final numbers yet but good spawning was observed in certain WCVI locations. There were early spawns (late Feb./early March) and fairly late spawns (late March.) Nootka had the most significant spawn. There was quite heavy coverage, probably the best in years.

A. Thomson advised that on April 1, 2013 the Fisheries Protection Program became regional. DFO is trying to stretch the recreational halibut fishery until fall, the maximum size of fish to be caught is 60 pounds.

**b. Nuu-chah-nulth Tribal Council Update – D. Hall (Verbal)**

With regard to the T'aaq-wiihak fisheries, D. Hall advised that the local DFO staff have been good to work with. The problems seem to come from Ottawa. The Nations requested a modest increase for their 2013 fishery including Chinook and other salmon and groundfish but this has not happened. The NTC requested that the 20 per cent holdback provision be removed from their fishery. Instead DFO reduced the already meager allocation to the five Nations from last year for the 5 Nations. Last year was 47000 pieces. This year the TAC, less the 20 per cent, is 37000 pieces. The fishing area was defined by the court decision but DFO is imposing additional constraints. The preliminary response a fishery request by the five Nations to pink salmon by DFO is no. DFO are saying the First Nations must follow the rules of Area G but the First Nations do not have the same amount of area to fish. Dealing with DFO is very frustrating. Decisions seem to be coming from Ottawa and Department of Justice. The NTC is looking at the Ling Cod TAC but DFO constraints are making it next to impossible to fish. Hopefully when the Court of Appeal ruling comes down it will be favourable for the NTC. At the moment it is hard to remain optimistic.

**c. West Coast Aquatic Update – A. Day (Verbal)**

A. Day updated the Committee on the Coastal Strategy and the marine spatial planning, salmon, float homes, and economic development. As part of the Coastal Strategy West Coast Aquatic have been working to produce marine spatial plans in Clayoquot and Barkley Sounds. The MSP Framework is being finalized and a Terms of Reference will be circulated for sign-off. In terms of salmon, this has been a difficult spring with the forecasted lack of Sockeye and Chinook, but the various parties have worked hard together to find solutions and stay focused on building a long term strategic plan and improved management framework. In terms of economic development WCA hosted a special session in early May. It was well attended and positive, with a number of next steps identified and keen interest to keep getting together. The

float home issue continues to be a difficult issue but the parties are coming to the table and working through issues.

PST Mitigation Economic Development Funds: West Coast Aquatic has been working with DFO and had a Draft Contribution Agreement for \$500,000 with respect to the PST mitigation funds. When WCA requested an update on how this was proceeding they were told that DFO was not going to continue with this Draft Agreement and would be posting on their website for bidding. A. Day read the email from Patrick Mahaux of DFO regarding the decision. WestCoast Aquatic Management Association will be required to enter the bid process and can only hope that they will be successful.

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Fisheries Committee send a letter to DFO giving the history of the Draft Contribution Agreement with regards to communities between DFO and West Coast Aquatic, expressing our support for West Coast Aquatic and mentioning West Coast Aquatic pilot.*

**CARRIED**

A. Day noted that WCA will not lobby or advocate on behalf of local governments on this matter; they can supply factual information.

**d. West Coast Local Issues – B. Irving/T. Bennett/J. Osborne (Verbal)**

T. Bennett advised that the Coastal Community Network will be meeting onsite with Julia Passage float homes owners in early June.

J. Osborne advised that Tofino had just had their first Economic Development Advisory Committee meeting for the first time ever. For the first time in 15 years a sea otter has taken up residence in Tofino Harbour. Just finishing up on the paving project – new stairs and approach to boat ramp.

B. Irving advised that the two moth balled fish plants are once again open and processing for about 10 months of the year. This is 80 new jobs. A new business has started in Ucluelet. They will be raising live had fish in tanks to get them a little bigger before processing. There are 3 bus loads of workers now coming into Ucluelet each day from Port Alberni because of lack of affordable housing on the West Coast.

*MOVED: Director Bennett*

*SECONDED: Director Solda*

*THAT verbal reports a-d be received.*

**CARRIED**

f. **Alberni Valley Local Issues – P. Cote/ J. McLeman(Verbal)**

P. Cote discussed invasive species in Sproat Lake. The koi are spawning at the moment, they like shallow warm bays with lily pads. Something needs to be done very quickly as there is a very short window of opportunity. A. Thomson thanked P. Cote for bringing this to his attention. He advised that DFO have mechanisms to deal with this type of problem. No promises but will look into this. P. Cote advised that there are thousands of koi and some are 20 pounders. There are also Sun Fish and Bull Frogs and they are in the same bay as the koi right now.

*MOVED: Director Cote*

*SECONDED: Director Solda*

*THAT the Fisheries Committee send a letter to Andrew Thomson, Area Director, South Coast Division, Fisheries and Oceans Canada regarding the koi problem in Sproat Lake and to follow up within 2 weeks.*

**CARRIED**

Also find out who to contact in the BC Ministry of Environment regarding this issue.

J. McLeman discussed the Port Alberni waterfront, the tidying up of the plywood plant land and the Port Alberni Port Authority dock that now has more access.

*MOVED: Director Cote*

*SECONDED: Director Osborne*

*THAT these verbal reports be received.*

**CARRIED**

**7. UNFINISHED BUSINESS**

a. **Region Wide Fisheries Resource Database (3<sup>rd</sup> Draft) - Handout**

R. Gunn discussed the database with the Committee and requested that any changes or additions be sent to him within the next 10 days. An electronic version of the final draft will be sent to Committee members when the Minutes are sent out. Mr. Thomson advised that Mount Waddington has done a similar study and this is on their website.

*MOVED: Director Solda*

*SECONDED: Director Osborne*

*THAT the Region Wide Fisheries Resource Database (3<sup>rd</sup> Draft) be received.*

**CARRIED**

**8. NEW BUSINESS**

*MOVED: Director Irving*

*SECONDED: Director Solda*

*THAT the Fisheries Committee send a second letter to the Province expressing the importance of having Provincial attendance at our meetings.*

**CARRIED**

**9. ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT this meeting be adjourned at 12:50 pm.*

**CARRIED**

Certified Correct:

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Bill Irving,  
Chairperson



**MINUTES OF THE ALBERNI-CLAYOQUOT TRANSPORTATION COMMITTEE  
MEETING HELD ON MAY 21, 2013, 9:00AM**

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

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**MEMBERS**

Jack McLeman, ACRD, Co-Chair

**PRESENT:**

Darren DeLuca, PA Port Authority, Co-Chair  
Neil Malbon, Alberni Valley Chamber of Commerce  
Bob Cole, Alberni Valley Chamber of Commerce  
Randy Orr, Island Timberlands  
Rob Cole, City of Port Alberni  
Bill Irving, Mayor, District of Ucluelet  
Harold Frechette, Western Forest Products  
Justin Kumagai, Western Forest Products  
Brian Chipman, Catalyst Paper  
Mike Lang, Port Alberni Labour Council  
Gillian Trumper, Port Alberni Port Authority  
Deb Foxcroft, Tseshaht First Nation  
Cindy Stern, Tseshaht First Nation  
Warren Lauder, Hupacasatah First Nation

**STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer  
Wendy Thomson, Manager of Administrative Services

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 9:00 am.

**2. APPROVAL OF AGENDA**

*MOVED: B. Irving*

*SECONDED: G. Trumper*

*THAT the agenda be approved as circulated with the addition of the following late time: traffic on Indian Avenue and Josephine Street.*

**CARRIED**

**3. ADOPTION OF MINUTES**

a. **Transportation Committee Meeting held Thursday, May 2, 2013**

*MOVED: B. Irving*

*SECONDED: G. Trumper*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee Meeting held on Thursday, May 2, 2013 be adopted.*

**CARRIED**

**4. REPORTS**

- a. **Ring Road Connector – Highway 4 To Franklin River Road Route Study – Conceptual Design & Cost Estimate - R.F. Binnie & Associates Ltd. (deferred at May 2<sup>nd</sup>, 2013 meeting)**

Input and discussion:

- Island Timberlands

R. Orr provided a written report (attached) outlining Western Forest Products' preferred option for the Ring Road Route. He provided the rationale behind Option 1 being their preferred Ring Road Route.

- Western Forest Products – No Input
- Catalyst Paper – No Input
- Other - C. Stern raised concern with the proximity of Option 1 to Polly's Point.

*MOVED: D. Deluca*

*SECONDED: G. Trumper*

*THAT the Committee request the ACRD and Port Alberni Port Authority to continue the investigation of Ring Road Option 1.*

**CARRIED**

- b. **Preferred Highway 4 Connector Route**

Input and discussion:

- Island Timberlands

R. Orr provided a written report from Island Timberlands (attached). The preferred Horne Lake Connector Route from their perspective is the "Lacey Lake Route".

- Western Forest Products

H. Frechette provided a written submission from Western Forest Products (attached). Western Forest Products supports the alternate route proposal

and feel there could be significant savings in transportation costs due to easier flow of products to and from their division.

- Catalyst Paper

B. Chipman provided a written submission from Catalyst Paper strongly supporting a second highway into the Alberni Valley (attached). Opportunities and benefits were discussed.

*MOVED: B. Irving*

*SECONDED: R. Orr*

*THAT the company reports regarding the Horne Lake Connector Route be received.*

**CARRIED**

*MOVED: B. Irving*

*SECONDED: G. Trumper*

*THAT the Committee forward letters to local governments, first nations and industry in the Alberni-Clayoquot Region requesting support for the Horne Lake Connector and offer the Co-Chairs to meet with their organization upon request.*

**CARRIED**

The Committee discussed whether or not to put forward a preferred route when meeting with the Minister or just to put forward all studies routes. The Committee discussed the pros and cons of the three Highway 4 Connector route options.

D. Deluca advised that the Port Alberni Port Authority is conducting a business case of the three proposed connector routes. The report should be completed shortly and he will share with the Committee.

*MOVED: B. Irving*

*SECONDED: G. Trumper*

*THAT the Alberni-Clayoquot Transportation Committee tentatively support the Lacey Lake Route as the preferred Highway 4 connector route.*

**CARRIED**

**c. Next Steps – Lobbying Highway 4 Connector**

The Committee discussed preparations and next steps for a meeting with the new Ministry of Transportation. C. Stern recommended going to the Minister with the Committees preferred option and key criteria for the preferred option. B. Cole advised that the safety aspect needs to be included. B. Irving added that economic values need to be included. R. Dyson will ask Pat Deakin, City of Port Alberni Economic Development Officer to assist the Committee with preparations for the meeting with the Minister of Transportation.

- **Engaging a Consultant – Economic Impact Study**

*MOVED: B. Irving*  
*SECONDED: G. Trumper*

*THAT the Committee recommends that the Alberni-Clayoquot Regional District and Port Alberni Port Authority (PAPA) hire a consultant to complete an economic impact study of the Highway 4 connector route to a maximum cost of \$5,000.00 from the PAPA's contributed funds in support of the Transportation Study.*

**CARRIED**

*MOVED: B. Irving*  
*SECONDED: D. Deluca*

*THAT the Committee instruct staff to request a meeting with the new Minister of Transportation as soon as the new Minister is appointed by the Province.*

**CARRIED**

- **Public Consultation**

The Committee discussed the public consultation process and developing a communications strategy.

ACRD Staff will invite the following individuals to the next Committee meeting: Johnathan Tillie, Ministry of Transportation and Area "H" Director, Bill Veenhoff.

G. Trumper will contact Joe Stanhope, Chair, Nanaimo Regional District and invite to the next Committee meeting.

- **Tour of the preferred Route**

R. Orr will arrange a tour of the proposed highway 4 connector route. He will conduct a pre-tour and get back to the Committee on possible dates.

d. **Port Alberni RCMP Detachment – Hwy 4 Closures**

*MOVED: B. Irving*  
*SECONDED: G. Trumper*

*THAT the Alberni-Clayoquot Transportation Committee receives the Port Alberni RCMP Detachment Highway 4 Closures report.*

**CARRIED**

5. **NEW BUSINESS**

a. **Safety Concern – Indian Avenue and Josephine Street**

It was recommended that this issue be referred to the City of Port Alberni Transportation Advisory Committee.

6. **NEXT MEETING**

The next meeting of the Alberni-Clayoquot Transportation Committee will be held on Tuesday, June 11, 2013 in the Alberni-Clayoquot Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC at 9:00 am.

7. **ADJOURN**

The meeting adjourned at 10:34 am.



## Alberni-Clayoquot Regional District

### Library Service Meeting Notes

Notes from a Library Service Meeting held on Wednesday, May 29, 2013 in the Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC.

Present: Tom Weegar, North Island College, Port Alberni  
MaryAnne Guenther, Head Librarian, North Island College Courtenay  
Cam Pinkerton, School District # 70  
Mayor Josie Osborne, District of Tofino (via teleconference)  
Councillor Allan Anderson, District of Tofino (via teleconference)  
Mayor Bill Irving, District of Ucluelet  
Patricia Abdulla, Manager of Planning, District of Ucluelet (via teleconference)  
Councillor Randy Olliwa, District of Ucluelet (via teleconference)  
Councillor Dario Corlazzoli, District of Ucluelet (via teleconference)  
Ken Watson, City Manager, City of Port Alberni  
Cathy Rothwell, Treasurer, City of Port Alberni  
Councillor Wendy Kerr, City of Port Alberni  
Cindy Solda, Chair, Alberni-Clayoquot Regional District  
Penny Cote, Director, Alberni-Clayoquot Regional District  
Russell Dyson, Alberni-Clayoquot Regional District  
Shelli Lyle, Alberni-Clayoquot Regional District

1. Welcome

The meeting was called to order at 1:00 p.m.  
Introductions were conducted around the table.  
Cam Pinkerton arrived 1:05 pm  
Tom Weegar and MaryAnn arrived at 1:20 pm

2. Round Table Libraries – your organizations involvement, costs and issues

The VIRL declined the opportunity to attend or participate by telephone.

Chairperson Solda reported she will be meeting with the Chair of the Library Board at FCM along with Directors from the West Coast and will report to them the results of this meeting.

CAO Russell Dyson explained the ACRD Board of Directors requested this meeting to discuss concerns about library costs and to consider if there are possible synergies among library services within the region.

Ucluelet -The financial statements are showing a steady increase (3-8%) in costs and a decline or no change in usage. We would like to generate a discussion regarding partnerships, synergies, and different ways of using the library. Ucluelet is happy with their library facility and what it offers, it is an asset to the community however it is always good to look at the checks and balances, can we do better? Ucluelet's usage was 30% 7 years ago it's still 30% how do we engage more users and get a better bang for our buck?

Tofino – We are thinking of a new community center and would definitely see value in cooperation and synergies with Ucluelet, Port Alberni and other providers. It is great to hold the line on budgets but can potentially come back to haunt you. Increases were spread out over time to lessen the impact, when you really look at it, it would be hard to replace that service for the same cost.

Director Cote reported that VIRL in Port Alberni offers a great service, VIRL has a master plan for libraries they must be a certain size which has been standardized, at our last meeting we were conscious of where and how we are spending the money.

SD70 – Would like to know who is using the library. Looking for a model that post secondary and school districts can have an openness of dialogue and find other ways to do business that meets the needs of the community. Take off our sectoral hats and find solutions. We need to meet everyone's needs. How do we combine our resources and work together? The challenge for us is to collectively come up with ideas that meet the information needs of all our citizens.

NIC - Speaking from an educational perspective our levels of illiteracy are very high in the ACRD and having a strong vibrant library is critical to making a change in illiteracy. The thought that everything is available on the internet and it's free is wrong, there are licensing fees, subscriptions etc. to contend with. Online access isn't as great as we think it is, the need for the face to face librarian is very critical. Library staff whether it is a public facility, school or post secondary are passionate and there is value and importance as we provide similar services but cater to different cultures.

### 3. Discussion -Opportunities for Regional Cooperation

It was suggested to get interested parties together and organize a workshop and get a sense of where we want to be in the next 10 years, start the conversation with a future focus positive approach. Discuss ideas for cooperation, synergies between the high school, the library and NIC. Also mentioned was the ACRD Board of Directors host a partnership meeting and then pitch the ideas to the province asking them to pilot and assist with funding. There was discussion whether VIRL or the province should initiate this discussion.

VIRL is in the same position as ACRD there is no funding. This needs to go to the province and have the province fund it. The ACRD's role to this point is to collect the monies. If there are synergies the VIRL reps need to take those to their board. The next meeting is June 15<sup>th</sup> and they have until March 2014 to explore options and ideas.

City of Port Alberni – The City of Port Alberni allocates 600k in the budget for VIRL, in the past 15 years this has been within the consumer price index. From the City's perspective we are relatively happy with the cost and we are within the dollars per capita that the rest of the region seems to be paying, it doesn't seem like the formula is broken. The budget does show some very inflationary costs in the next 4 years and VIRL has to be able to prioritize and be conscious of what they want to accomplish.

## Alberni-Clayoquot Regional District Library Services Meeting– May 29, 2013

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NIC – The importance for change seems to be coming from the ACRD not VIRL. The ACRD could benefit most by moving it forward, if you don't set the agenda someone else will, you will also have more control. This conversation is bigger than VIRL, see the ACRD facilitate and bring the people together, we need to be clear on what we are addressing; marketing, trimming budgets; efficiencies.

City of Port Alberni – The VIRL board is made up of the elected representative from the municipalities, if the board is made of elected officials from jurisdictions there may be wider discussion amongst all the people on the board and they tell the organization how it should change.

Ucluelet – We need to determine what our common interest is. See a holistic vision, hosting a model that supports a learning center in Tofino, Ucluelet and the ACRD that brings First Nations in and shows a cost savings to the tax payer.

Tofino – The simple statement is that it costs too much need to uncover how to get smarter with what we have. Also need to understand that if we did achieve some savings those will have to be achieved through the VIRL system to really have an impact, also have to convince all the other regions to have a significant impact over all. That benefit would not be in the region it would spread throughout the VIRL system.

NIC – We need to sell our case what is it we want to do and why. Believe if you can make your vision and sell your case the money will come. Put forward a great idea and sell it the money can often be there find people who may want to support it. It's a digital world now, people access books from home, chat reference, email, telephone chats we know we are providing a service it's just a different service, students are using the breakout rooms for social environments relaxing studying together, preparing projects together, collaborative stuff using smart boards, philosophies have changed its very different from what they were in the 70's and 80's.

In conclusion the City of Port Alberni and ACRD Library Board representatives will attend the VIRL meeting on June 15<sup>th</sup> and request a focused library workshop be discussed and organized. Chairperson Solda along with other Board members will meet with the Chair of VIRL at FMC and discuss the notes from this meeting.

#### 4. Adjourn

The meeting was adjourned at 3:00 pm.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
Consolidated Financial Statements  
Year Ended December 31, 2012

*Draft for discussion purposes only*

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

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Year Ended December 31, 2012

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Draft for discussion purposes only

## Management's Responsibility for Financial Reporting

The Consolidated financial statements of Regional District of Alberni-Clayoquot have been prepared in accordance with Canadian public sector accounting standards for British Columbia local governments and are outlined under "Significant Accounting Policies" in the notes to the financial statements. Management is responsible for the integrity and objectivity of these statements as well as the supplementary statements and schedules. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

Management maintains a system of internal controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded and reported properly. Management also maintains a program of proper business compliance.

The Board of Directors is responsible for reviewing and approving the financial statements and for ensuring that management fulfils its responsibilities for financial reporting and internal control.

Duncan Sabine Collyer Partners LLP, the Regional District's independent auditors, have conducted an examination of the financial statements in accordance with generally accepted auditing standards and have expressed their opinion in a report accompanying this statement.

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Teri Fong, CGA  
Manager of Finance

Draft for discussion purposes only

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## INDEPENDENT AUDITOR'S REPORT

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To the Chairperson and Directors of Regional District of Alberni-Clayoquot

We have audited the accompanying consolidated financial statements of Regional District of Alberni-Clayoquot, which comprise the and the consolidated statements of operations, changes in accumulated surplus, net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall

*(continues)*

Independent Auditor's Report to the Chairperson and Directors of Regional District of Alberni-Clayoquot  
(continued)

presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

The Regional District of Alberni-Clayoquot operates landfill closure facilities of which the closure and post-closure liabilities are not susceptible to satisfactory audit verification and are carried on the consolidated statement of financial position at \$1,553,271. Accordingly, our verification of this liability was limited to the amounts recorded in the accounts of the regional district and we were not able to determine whether any adjustments might be necessary to certain liabilities, expenses or surpluses.

Qualified Opinion

In our opinion, except for the effects of the matter described in the preceding paragraph, the consolidated financial statements present fairly, in all material respects the financial position of Regional District of Alberni-Clayoquot as at December 31, 2012 and the results of its operations and its cash flow for the year then ended in accordance with Canadian Public Sector Accounting Standards.

The consolidated financial statements for the year ended December 31, 2011 were audited by another accounting firm and are presented for comparative purposes only.

Port Alberni, B.C.

CERTIFIED GENERAL ACCOUNTANTS

Draft for discussion purposes only

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT****Consolidated Statement of Financial Position****Year Ended December 31, 2012**

	2012	2011 <i>(Restated Note 15)</i>
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$ 13,542,875	\$ 11,346,178
Portfolio investments <i>(Note 3)</i>	746	-
Accounts receivable <i>(Note 4)</i>	1,077,692	628,627
Term receivables from municipalities <i>(Note 5)</i>	8,290,562	8,831,780
Municipal Finance Authority debt reserve deposit <i>(Note 6)</i>	578,334	573,117
Inventories for resale	26,531	40,853
	<b>23,516,740</b>	21,420,555
<b>FINANCIAL LIABILITIES</b>		
Accounts payable and accrued liabilities	1,326,580	522,658
Deferred revenue	258,077	207,164
Deposits <i>(Note 7)</i>	44,000	161,705
Restricted revenues <i>(Notes 8, 9)</i>	2,095,451	2,138,445
Short term borrowing <i>(Note 10)</i>	13,500	38,000
Landfill closure liability <i>(Note 11)</i>	1,553,271	1,361,336
Municipal Finance Authority debt reserve <i>(Note 6)</i>	578,334	573,117
Capital leases <i>(Note 12)</i>	178,483	142,748
Debenture debt <i>(Note 13), Schedule 1</i>	9,198,802	9,771,580
	<b>15,246,498</b>	14,916,753
<b>NET FINANCIAL ASSETS</b>	<b>8,270,242</b>	6,503,802
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets <i>(Note 14), Schedule 2</i>	24,874,939	18,419,423
Inventories of supplies	65,924	-
Prepaid expenses	48,730	17,851
	<b>24,989,593</b>	18,437,274
<b>ACCUMULATED SURPLUS</b>	<b>\$ 33,259,835</b>	\$ 24,941,076

Contingent liabilities *(Note 21)*

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Teri Fong, CGA  
Manager of Finance

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Consolidated Statement of Operations

Year Ended December 31, 2012

	2012 Budget (See Note 23)	2012 Actual	2011 Actual (Restated Note 15)
<b>REVENUE</b>			
Tax requisitions	\$ 4,269,833	\$ 4,405,750	\$ 4,565,228
Grants in lieu of taxes	31,900	77,235	68,234
Services provided to other governments	101,600	96,978	124,246
Sales of services	2,732,300	3,406,872	2,880,589
Miscellaneous revenue	296,077	551,785	929,796
Government transfers			
Conditional	4,957,077	5,910,440	1,037,550
Unconditional	130,000	269,034	356,622
	12,518,787	14,718,094	9,962,265
<b>EXPENSES</b>			
General government services	1,007,750	1,175,746	1,090,145
Electoral area administration	2,693,107	667,717	86,237
Management of development - rural	417,500	368,215	365,851
Regional planning services	150,500	124,018	104,229
Building inspection services	212,500	193,428	190,013
Park services	175,918	77,581	117,366
Fire protection services	480,270	467,097	898,659
Landfill services	2,545,700	2,255,769	2,398,493
AV water study	11,306	556	12,285
AV Tourism marketing	2,500	17,252	87,754
Custom transit	439,000	431,263	414,063
Airport services	356,500	338,352	334,644
Amortization of tangible capital assets	-	676,601	481,812
Street lighting	1,900	2,035	1,757
Emergency planning	96,890	82,983	88,244
E911 telephone services	264,000	261,613	264,144
Vancouver Island library services	357,100	356,128	338,844
South Long Beach bike path	3,600	3,500	3,500
Grant-in-aid	312,403	284,403	310,427
Noise control	6,000	9,180	3,122
Animal control	6,100	245	1,008
Multi-purpose arena contribution	331,675	328,370	323,124
Water systems	144,784	433,162	129,271
Salmon Beach	374,000	245,921	249,783
Salmon Beach power grid transfer to BC Hydro	-	-	1,437,952
AV Health Network	-	44,799	-
	10,391,003	8,845,934	9,732,727
<b>ANNUAL SURPLUS</b>	<b>\$ 2,127,784</b>	<b>\$ 5,872,160</b>	<b>\$ 229,538</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**Consolidated Statement of Changes in Accumulated Surplus**

Year Ended December 31, 2012

	2012 Budget (See Note 23)	<b>2012 Actual</b>	2011 Actual (Restated Note 15)
<b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>			
As previously reported	\$ 27,117,704	<b>\$ 27,117,704</b>	\$ 26,405,976
Prior period restatement (Note 15)	-	<b>(2,176,629)</b>	(1,694,438)
As restated	27,117,704	<b>24,941,075</b>	24,711,538
<b>ANNUAL SURPLUS</b>	<b>2,127,784</b>	<b>5,872,160</b>	229,538
	29,245,488	<b>30,813,235</b>	24,941,076
Acquisition of equity from Beaver Creek Improvement District (Note 16)	-	<b>2,446,600</b>	-
<b>ACCUMULATED SURPLUS - END OF YEAR</b>	<b>\$ 29,245,488</b>	<b>\$ 33,259,835</b>	\$ 24,941,076

## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

### Consolidated Statement of Changes in Net Financial Assets

Year Ended December 31, 2012

	2012 Budget (See Note 23)	2012 Actual	2011 Actual (Restated Note 15)
<b>ANNUAL SURPLUS</b>	\$ 2,127,784	\$ 5,872,160	\$ 229,538
Acquisition of prepaids	-	(29,347)	(7,629)
Acquisition of inventory of supplies	-	(19,732)	-
Acquisition of tangible capital assets	-	(5,061,937)	(1,049,162)
Amortization	-	676,601	481,812
Loss on write-off of tangible capital asset	-	70,638	-
Salmon Beach power grid transfer to BC Hydro	-	-	1,437,952
Acquisition of net financial assets from Beaver Creek Improvement District (Note 16)	-	258,057	-
	-	(4,105,720)	862,973
<b>CHANGE IN NET FINANCIAL ASSETS</b>	2,127,784	1,766,440	1,092,511
<b>NET FINANCIAL ASSETS - BEGINNING OF YEAR</b>	6,503,802	6,503,802	5,411,291
<b>NET FINANCIAL ASSETS - END OF YEAR</b>	\$ 8,631,586	\$ 8,270,242	\$ 6,503,802

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Consolidated Statement of Cash Flow

Year Ended December 31, 2012

	2012	2011 <i>(Restated Note 15)</i>
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 5,872,160	\$ 229,538
Items not affecting cash:		
Amortization of tangible capital assets	676,601	481,812
Loss on write-off of tangible capital asset	70,638	(1,437,952)
Bamfiels Volunteer Fire Department consolidation	-	(73,879)
Acquisition of equity from Beaver Creek Improvement District <i>(Note 16)</i>	2,446,600	-
	<b>9,065,999</b>	<b>(800,481)</b>
Changes in non-cash working capital <i>(Note 17)</i>	354,524	29,888
	<b>9,420,523</b>	<b>(770,593)</b>
<b>FINANCING ACTIVITIES</b>		
Term receivables from municipalities	541,218	1,473,723
Proceeds from debenture debt financing	-	939,800
Proceeds from municipal portion of debenture debt	-	1,948,000
Proceeds from capital lease financing	84,270	-
Repayment of short term borrowing	(24,500)	(1,326,500)
Repayment of municipal portion of debenture debt long term debt	(435,400)	(357,064)
Repayment of obligations under capital lease	(48,535)	(63,248)
Actuarial adjustment to municipal portion of long term debt	(137,378)	(114,874)
	<b>(20,325)</b>	<b>2,499,837</b>
<b>CAPITAL ACTIVITIES</b>		
Purchase of tangible capital assets	(7,202,755)	(1,049,162)
<b>INVESTING ACTIVITIES</b>		
Purchase of portfolio investments	(746)	-
<b>INCREASE IN CASH FLOW</b>	<b>2,196,697</b>	<b>680,082</b>
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	11,346,178	10,666,096
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<b>\$ 13,542,875</b>	<b>\$ 11,346,178</b>
<b>CASH FLOW SUPPLEMENTARY INFORMATION <i>(Note 17)</i></b>		
<b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>		
Bank balances	\$ 13,542,875	\$ 11,341,178
Term deposits	-	5,000
	<b>\$ 13,542,875</b>	<b>\$ 11,346,178</b>

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

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### 1. NATURE OF THE ORGANIZATION

Regional District of Alberni-Clayoquot (the District) was established under the Local Government Act of British Columbia on April 21, 1966. As with all regional districts, the District provides a number of specific and agreed upon services directly to the public and its member municipalities. The District serves as the borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA).

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The consolidated financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. The consolidated financial statements reflect the combined results and activities of the consolidated entity. Interfund transactions and fund balances have been eliminated on consolidation.

#### Budget reporting

The unaudited budget information reported in the consolidated statement of operations, the consolidated statement of changes in accumulated surplus and the consolidated statement of changes in net financial assets represents the 2012 budget as adopted by the District's Board on March 28, 2012.

#### Financial instruments

Financial instruments consist of cash and short-term deposits, accounts receivable, investments, municipal debt receivable, short-term loans, accounts payable, obligations under capital leases, other liabilities, and debenture debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

#### Investments

Investments are carried at cost, which approximate market value.

#### Portfolio investments

Portfolio investments include investments in equity securities. Portfolio investments are reported using the cost method, a basis of accounting for portfolio investments whereby the investment is initially recorded at cost and the earnings from such investments are recognized only to the extent received or receivable. When the investment is in the form of shares, dividends received in excess of the District's pro rata share of post acquisition income are recorded as a reduction of the carrying value of the investment.

#### Inventory

- a) Inventories for resale - Fuel inventory is valued at the lower of cost or net realizable value.
- b) Inventories of supplies - Supplies inventory is valued at the lower of cost and net realizable value with the cost being determined on a first in, first out basis.

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# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Revenue and expenditure recognition

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

#### Deferred and restricted revenues

- a) Deferred revenue includes amounts received related to the curbside garbage and recycling program but not yet earned. These amounts will be recognized as revenue in the next fiscal year.
- b) Restricted revenue include amounts received for specified projects which are unspent. These amounts will be recognized as revenue when the related expenditures are incurred.

#### Accrued Employee Benefits

Based on obligations as determined by collective agreements and contractual arrangements, employee benefit accruals, which include an allowance for vacation entitlement and overtime benefits, are recorded in the year in which they are earned.

#### Post Employment Benefits

The long-term, post employment benefit liability of the regional district will be met by the Municipal Pension Plan into which both employees and the regional district contribute. The regional district is only liable for the interim retirement benefits for early retirees, from the date of retirement to the effective start date of the Municipal Pension Plan. Any liability for these benefits is accrued when the event occurs and the obligation arises.

#### Debenture debt

Debenture debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

#### Government transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

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# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Tangible capital assets

Tangible capital assets (TCAs) are recorded at cost and amortized on a straight line basis, based on their expected useful life. The expected useful life of the District's TCAs are as follows:

Airport	10, 15, 25, 40 and 50 years
Fire departments	5, 7, 15, 25, 40 and 50 years
Office and administration	5, 7 and 40 years
Land	Not amortized
Landfills	Projected closures - 2095 and 2096; 10, 25 and 40 years
Parks	5, 10, 15 and 25 years
Salmon beach	10, 25 and 50 years
Water systems	25 years
Beaver Creek water system	5, 15, 20, 50 and 60 years

The District's threshold to capitalize TCAs varies between \$2,500 and \$5,000 with the exception of land which is always capitalized. Capital projects under construction are not amortized until the asset is put into use. Assets contributed to the Regional district are recorded at fair value at the time of contribution.

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations. Significant areas requiring the use of estimates include the amortization of tangible capital assets and land fill closure obligations.

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### 3. PORTFOLIO INVESTMENTS

	2012	2011
Alberni District Co-op Association equity shares	\$ 746	\$ -

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# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 4. ACCOUNTS RECEIVABLE

	2012	2011
Trade and other receivables	\$ 447,792	\$ 575,788
Goods and services tax recoverable	140,572	64,008
Government of Canada	382,278	-
Province of British Columbia	67,695	-
Local governments	40,355	-
Subtotal	1,078,692	639,796
Less allowances for doubtful accounts	(1,000)	(11,170)
Accounts receivable - net	\$ 1,077,692	\$ 628,626

### 5. TERM RECEIVABLES FROM MUNICIPALITIES

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the Regional District is contingently liable to the MFA for this debt.

	2012	2011
City of Port Alberni	\$ 3,376,316	\$ 3,618,804
District of Tofino	1,050,912	1,087,429
District of Ucluelet	1,979,411	2,050,037
Multiplex Arena	1,883,924	2,075,510
	\$ 8,290,563	\$ 8,831,780

### 6. DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for Regional Districts and their Member Municipalities. The Authority is required to establish a Debt Reserve Fund into which each Regional District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Regional District. If at any time insufficient funds are provided by the Regional District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Regional District may be called upon to restore the fund.

### 7. DEPOSITS

Performance deposits are funds collected from various property developers and held as security to ensure the completion of specified agreed on works. These funds will be released once the related works are completed, or used by the District to complete the works for which they are held.

	2012	2011
Performance deposits	\$ 44,000	\$ 161,705

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 8. RESTRICTED REVENUES

	2012	2011 (Restated Note 15)
Development cost charges (Note a)	\$ 3,649	\$ -
Deferred project contribution - Beaver Creek North Reservoir (Note b)	64,315	-
Gas tax unspent funds (Note g)	2,027,487	2,138,445
	<b>\$ 2,095,451</b>	<b>\$ 2,138,445</b>

- a) The regional district receives contributions from developers for the development of the water and sewer infrastructure. These restricted contributions are recognized as revenue in the years in which the capital projects are undertaken. Developer contributions paid in advance of infrastructure works are recorded as restricted revenue. Developer contributions received during the year were \$3,649 (2011 - \$Nil). Interest earned on developer contributions is restricted and deferred; interest earned during the year was \$Nil (2011 - \$Nil). Developer contributions expended on capital projects during the year was \$Nil (2011 - \$Nil).
- b) As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District (Note 16) on May 31, 2012, the Regional District assumed responsibility for the North Reservoir Project. A \$150,000 project contribution was received in 2010 from the Kackaamin Family Development Centre (formerly known as Kakawis) to be used to partially offset the costs of upgrading the North Reservoir booster pump station, replacing existing 4 inch main to 6 inch main and using any remaining funds to replace existing 6 inch main with new 8 inch main for the North Beaver Creek Road Area. As the contributions are externally restricted in their use, they are recognized as revenue contributions when the eligible related expenditures are incurred. The unspent portion of funds as at December 31, 2012 is \$64,315 (May 31, 2012 - \$64,315).

### 9. GAS TAX AGREEMENT PROGRAM

Gas Tax Agreement and Public Transit Agreement funding is provided by the Government of Canada. Public Transit Infrastructure Program funding is provided by the Province of British Columbia. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used toward designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements. Public Transit Agreement and Public Transit Infrastructure Program funding may be applied towards the cost of designated public transit projects, as specified in the funding agreements. The deadline to expend these funds is March 31, 2019.

	2012	2011 (Restated Note 15)
Opening balance of unspent funds	\$ 2,138,445	\$ 1,665,764
Add amount received during the year	452,069	452,069
Add interest earned	29,180	20,612
Less eligible expenditures made during the year	(592,208)	-
Closing balance of unspent funds	<b>\$ 2,027,486</b>	<b>\$ 2,138,445</b>

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 10. SHORT TERM BORROWING

The following amounts have been borrowed from MFA on a short term basis. At December 31, 2012 interest charged by the MFA was 1.72%.

	2012	2011
Salmon Beach Land	\$ 13,500	\$ 27,000
Sproat Lake Park	-	11,000
	<u>\$ 13,500</u>	<u>\$ 38,000</u>

### 11. SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Regional District of Alberni-Clayoquot operates the Alberni Valley Landfill and the West Coast Landfill. These sites are subject to closure and post-closure requirements as determined by the British Columbia Ministry of Environment. In accordance with Public Sector Accounting and Auditing Standards, financial statements should recognize a liability for closure and post-closure care as a landfill site's capacity is used. Each year the Regional District makes a contribution to the Closure and Post Closure Fund to offset future liabilities that will be incurred when the landfills reach capacity and are closed. The estimated closure date of the Alberni Valley Landfill is 2096 while the estimated closure date of the West Coast Landfill is 2095. A capacity study for the Alberni Valley Landfill was completed in 2012 and is awaiting approval from the Province of British Columbia Ministry of Environment.

### 12. OBLIGATIONS UNDER CAPITAL LEASES

The Regional District has financed assets under capital leases in the amount of \$243,320 (2011 - \$284,533), consisting of the Bamfield Fire Hall and the Kubota loader. The lease for the Salmon Beach Pumper ended during the year. Principal payments on these capital leases in 2012 totaled \$48,535 (2011 - \$63,248). The outstanding obligation balance for leased capital assets as at December 31, 2012 was \$178,423 (2011- \$142,748).

All capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1%. An interest adjustment is made at the time of the final payment. In 2012, interest expenditures related to lease liabilities were \$3,144 (2011- \$6,696).

Lease payment commitments for the next five years are:

2013	\$ 46,913
2014	46,913
2015	46,913
2016	34,751
2017	<u>10,339</u>
Total minimum lease payments	185,829
Less: amount representing interest	<u>(7,406)</u>
Net obligation under capital lease	<u>\$ 178,423</u>

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 13. DEBENTURE DEBT

Currently, all borrowings for the District are entered into with the MFA. Debt interest costs are charged against revenue as incurred. The debenture debt "Schedule 1" reflects the amount of debenture debt payable.

Principal payments and sinking fund installments due within the next five years and thereafter are as follows:

2013	\$	435,399
2014		435,399
2015		435,399
2016		354,021
2017		310,108
Thereafter		<u>7,228,476</u>
	\$	<u>9,198,802</u>

Sinking fund installments are invested by MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking fund issues at maturity.

### 14. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2012 Net book value	2011 Net book value
Airport	\$ 6,462,836	\$ 727,676	\$ 5,735,160	\$ 1,773,863
Fire departments	3,901,033	1,904,969	1,996,064	2,017,038
Office and administration	1,734,252	1,150,376	583,876	507,916
Land	4,510,276	-	4,510,276	4,261,950
Landfills	9,228,211	1,418,159	7,810,052	7,803,760
Parks	226,928	98,603	128,325	105,917
Salmon beach	617,280	172,253	445,027	332,858
Water systems	2,304,686	1,228,505	1,076,181	1,153,920
Beaver Creek water system	4,342,238	2,589,777	1,752,461	-
Assets under construction	837,517	-	837,517	462,201
	\$ 34,165,257	\$ 9,290,318	\$ 24,874,939	\$ 18,419,423

Land includes a right-of way value of \$16,300 which relates to the land where the Bamfield Fire Department building is situated. For additional information about tangible capital assets see Schedule 2.

For information on assets under capital lease included above see (Note 12).

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 15. PRIOR PERIOD RESTATEMENT

The prior period has been restated as follows:

- a) During the current year it was noted that vacation pay and banked pay earned had not been accrued when earned but were being expensed when paid. In accordance with accrual accounting the prior period has been retrospectively restated to record the correction of accounting for earned vacation pay and bank pay on an accrual basis.
- b) During the current year it was noted unspent Gas Tax Agreement funding was being reported as a component of accumulated surplus. Unspent funds are restricted in their use and the prior period has been retrospectively restated to report the unspent funds and any interest earned there on as a liability.

The effects of the above restatements are as follows:

	As reported	Note a	Note b	As restated
Accrued liabilities	\$ 484,476	\$ 38,183	\$ -	\$ 522,659
Restricted revenue	-	-	2,138,445	2,138,445
Accumulated surplus December 31, 2011	27,117,704	(38,183)	(2,138,445)	24,941,076
Accumulated surplus December 31, 2010	26,405,976	(28,674)	(1,665,764)	24,711,538
Annual surplus	711,728	(9,509)	(472,681)	229,538
Changes in non-cash working capital	(452,302)	9,509	472,681	29,888
Net financial assets December 31, 2010	7,105,729	(28,674)	(1,665,764)	5,411,291
Net financial assets December 31, 2011	8,680,430	(38,183)	(2,138,445)	6,503,802

### 16. ACQUISITION OF EQUITY FROM BEAVER CREEK IMPROVEMENT DISTRICT

On May 31, 2012 as per Order in Council #327 issued by the Province of British Columbia, the Beaver Creek Improvement District was dissolved and the assets and liabilities of the improvement district were transferred to the Alberni-Clayoquot Regional District at book value as follows:

Cash	\$ 301,893
Accounts receivable	271,426
Portfolio investments	746
Accounts payable and accrued liabilities	(65,428)
Deferred revenue	(186,265)
Restricted revenue	(64,315)
<b>NET FINANCIAL ASSETS</b>	<b>258,057</b>
Tangible capital asset	4,746,036
Less accumulated amortization	(2,605,218)
Inventory of supplies	46,192
Prepays	1,533
<b>TOTAL ACQUISITION OF EQUITY</b>	<b>\$ 2,446,600</b>

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

### 17. CHANGE IN NON CASH WORKING CAPITAL AND CASH FLOW SUPPLEMENTARY INFORMATION

	2012	2011 (Restated Note 15)
Accounts receivable	\$ (449,065)	\$ (132,539)
Inventories for resale	14,322	(21,948)
Inventories of supplies	(65,924)	-
Accounts payable and accrued liabilities	803,921	(216,564)
Deferred revenue	50,913	(95,150)
Prepaid expenses	(30,879)	(7,630)
MFA Debt reserve deposit	(5,217)	(91,151)
Deposits	(117,705)	(60,288)
MFA debt reserve	5,217	91,151
Restricted revenues	(42,994)	444,007
Landfill closure liability	191,935	120,000
	<b>\$ 354,524</b>	<b>\$ 29,888</b>

### 18. FINANCIAL INSTRUMENTS

For cash, accounts receivable, other receivables, accounts payable, and other payables, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The District is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the District has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The District does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

### 19. THE NORTH ISLAND 9-1-1 CORPORATION

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni-Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni-Clayoquot - 3 shares	Mount Waddington - 1 share
Comox Valley - 6 shares	Nanaimo - 5 shares
Strathcona - 4 shares	Powell River - 2 shares

The Regional District's investment in shares of the North Island 911 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS3060.06). The Regional District's share of the corporation is equal to 14.3% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

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### 20. RELATED PARTIES

The Alberni-Clayoquot Regional District is related to the Alberni-Clayoquot Regional Hospital District as the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$15,000 of administrative support services from the Alberni-Clayoquot Regional District.

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### 21. CONTINGENT LIABILITIES AND COMMITMENTS

#### a) CLAIMS

In the normal course of a year, the District is faced with lawsuits for damages of diverse natures. At year-end the District's estimated exposure to each such liability is either not determinable or is not considered to be significant. Claims paid by the District as a result of litigation are reported as expenditures.

#### b) ENVIRONMENTAL REGULATIONS

The District is subject to environmental regulations which cover different aspects of its operations. These regulations may require future expenditures to meet applicable standards and subject the District to possible penalties for past violations. Any amounts required to meet obligations will be charged to operations or capitalized, as appropriate. No amounts can be estimated at this time and therefore no liabilities have been recorded at December 31, 2012.

#### c) PENSION LIABILITY

The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 176,000 active members and approximately 67,000 retired members. Active members include approximately 35,000 contributors from local governments.

The most recent actuarial valuation as at December 31, 2009 indicated a \$1,024 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. Defined contribution plan accounting is applied to the Plan as the Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with the result that there is no consistent and reliable basis for allocating the obligation, Plan assets and cost to individual entities participating in the Plan. The District paid \$83,023 for employer contributions to the plan in fiscal 2012 (2011 - \$70,044). Employees contributed \$89,745 to the plan in fiscal 2012 (2011 - \$71,899).

#### d) SICK LEAVE ENTITLEMENTS

Based on obligations as determined by collective agreements and contractual arrangements for sick leave, employees' sick leave entitlements accumulate. However as sick leave benefits are only payable for sick leave and are not payable upon leaving the regional district the amounts are recognized as an expense only when a claim is made. As at December 31, 2012 accumulated sick leave amounted to \$245,825 (2011 - \$204,174).

*(continues)*

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# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## Notes to Consolidated Financial Statements

Year Ended December 31, 2012

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### 21. CONTINGENT LIABILITIES AND COMMITMENTS (continued)

#### e) CONTRACTUAL OBLIGATIONS FOR LEASED PREMISES

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District (Note 16), the Regional District assumed the long term lease previously entered into by the Beaver Creek Improvement District effective November 1, 1961 with respect to the land on which the Improvement District's Stamp River pumphouse facilities are located. The agreement has a 99 year term and provides for annual rent of \$1 per annum. In addition, as Lessee the Regional District will pay all taxes, levies and assessments which may be assessed, charged or levied against the lands and leasehold improvements erected thereon.

#### f) CONTRACTUAL OBLIGATIONS FOR LEASED EQUIPMENT

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District (Note 16), the Regional District assumed the Improvement District lease office equipment with annual payments of \$2,628 per annum in each of the next two years. The lease expires December 31, 2015.

#### g) NORTH RESERVOIR PROJECT CAPITAL COMMITMENT

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District (Note 16), the Regional District assumed responsibility for the North Reservoir Project. The estimated North Reservoir project costs based on April and June 2009 cost estimates with known cost change orders and estimated cost increases is approximately \$426,000. To December 31, 2012 monies have been expended totaling \$209,517. The Kackaamin Family Development Centre contribution (Note 8) remaining to expend on this project is \$64,315 (May 31, 2012 - \$64,315). The remainder of the estimated project costs to be funded by the Regional District are \$152,000 as at December 31, 2012.

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### 22. COMPARATIVE FIGURES

The prior year comparative figures were audited by another firm of public accountants.

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### 23. BUDGET RECONCILIATION

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 28, 2012. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

#### Adjustments to the 2012 budgeted annual surplus

Consolidated financial plan balanced cash budget as approved March 28, 2012	\$ -
Add transfers to reserves	5,368,469
Less surplus from prior years	(1,101,047)
Less committed surplus from prior years	(2,139,638)

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Consolidated accrual budgeted annual surplus	\$ 2,127,784
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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2012

Purpose	By-law	MFA Issue	Type of Security Issued	Maturity date	Term	Rate	Amount Borrowed	Total instalments to date	Actuarial addition	2012 Balance	2011 Balance	2013 Requirements as of December 31, 2012		
												Principal	Interest	
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	25	4.650%	\$ 3,375,064	\$ 519,991	\$ 17,558	\$ 2,837,515	\$ 2,936,117	\$ 81,042	\$ 157,278	
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	10	4.650%	438,170	234,167	7,907	196,096	240,498	36,496	20,419	
Port Alberni 1004	1004	64	Sinking fund	25 Sep 2016	10	7.250%	245,300	167,499	8,004	69,797	85,219	7,419	10,867	
Port Alberni 1060	1060	92	Sinking fund	04 Jun 2015	10	5.100%	797,642	507,107	17,627	272,908	356,971	66,436	36,293	
Ucluelet F1074	F1095	117	Sinking fund	14 Jun 2036	25	3.250%	1,948,000	46,775	-	1,901,225	1,948,000	46,775	63,310	
Ucluelet 829	F1037	73	Sinking fund	01 Dec 2015	15	6.360%	300,000	212,905	8,908	78,187	102,037	14,942	19,050	
Tofino F1062	1062	97	Sinking fund	19 Apr 2016	25	4.650%	1,250,000	192,586	6,503	1,050,911	1,087,429	30,014	58,250	
Arena F1027	F1037	73	Sinking fund	01 Dec 2020	20	6.360%	3,579,209	1,664,686	69,572	1,844,951	2,033,170	118,648	112,745	
Arena F1027	F1041	75	Sinking fund	01 Dec 2020	20	5.900%	68,332	28,059	1,300	38,973	42,339	2,067	2,084	
Salmon Beach F1079	F1096	117	Sinking fund	12 Oct 2031	20	3.250%	939,800	31,560	-	908,240	939,800	31,560	30,544	
											\$ 9,198,803	\$ 9,771,580	\$ 435,399	\$ 510,840

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
 Consolidated Schedule of Tangible Capital Assets  
 Year Ended December 31, 2012

(Schedule 2)

	Cost					Accumulated Amortization					2012 Net Book Value	2011 Net Book Value
	Opening Balance	Acquisitions	Transfers (Note 16)	Disposals	Closing Balance	Opening Balance	Amortization	Transfers (Note 16)	Disposals	2012		
Airport	\$ 2,330,186	\$ 4,132,650	\$ -	\$ -	\$ 6,462,836	\$ (556,323)	\$ (171,352)	-	\$ -	\$ (727,675)	\$ 5,735,161	\$ 1,773,863
Fire department	3,785,622	115,412	-	-	3,901,034	(1,768,584)	(136,385)	-	-	(1,904,969)	1,996,065	2,017,038
Office and administration	1,608,035	101,654	24,563	-	1,734,252	(1,100,119)	(50,258)	-	-	(1,150,377)	583,875	507,916
Land	4,261,950	-	248,326	-	4,510,276	-	-	-	-	-	4,510,276	4,261,950
Landfills	9,108,879	119,332	-	-	9,228,211	(1,305,119)	(113,039)	-	-	(1,418,158)	7,810,053	7,803,760
Parks	193,559	33,368	-	-	226,927	(87,642)	(10,961)	-	-	(98,603)	128,324	105,917
Salmon Beach	477,847	139,433	-	-	617,280	(144,989)	(27,264)	-	-	(172,253)	445,027	332,858
Water systems	2,298,537	6,148	-	-	2,304,685	(1,144,617)	(83,888)	-	-	(1,228,505)	1,076,180	1,153,920
Beaver Creek water system	-	60,000	4,451,770	(169,532)	4,342,238	-	(83,453)	(2,605,218)	98,894	(2,589,777)	1,752,461	-
Under construction	462,201	353,939	21,377	-	837,517	-	-	-	-	-	837,517	462,201
	<b>\$ 24,526,816</b>	<b>\$ 5,061,936</b>	<b>\$ 4,746,036</b>	<b>\$ (169,532)</b>	<b>\$ 34,165,256</b>	<b>\$ (6,107,393)</b>	<b>\$ (676,600)</b>	<b>\$ (2,605,218)</b>	<b>\$ 98,894</b>	<b>\$ (9,290,317)</b>	<b>\$ 24,874,939</b>	<b>\$ 18,419,423</b>

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT  
Financial Statements  
Year Ended December 31, 2012

*Draft for discussion purposes only*

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

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Year Ended December 31, 2012

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Draft for discussion purposes only

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## INDEPENDENT AUDITOR'S REPORT

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To the Chairperson and Directors of Alberni-Clayoquot Regional Hospital District

We have audited the accompanying financial statements of Alberni-Clayoquot Regional Hospital District, which comprise the statement of financial position as at December 31, 2012 and the consolidated statements of operations, changes in accumulated surplus, net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements in accordance with the basis of accounting described in Note 2, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the financial statements.

*(continues)*

Independent Auditor's Report to the Chairperson and Directors of Alberni-Clayoquot Regional Hospital District  
(continued)

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements of Alberni-Clayoquot Regional Hospital District for the year ended December 31, 2012 are prepared, in all material respects, in accordance with the basis of accounting described in Note 2.

Basis of Accounting and Restrictions on Use

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting. These financial statements, which have not been, and were not intended to be, prepared in accordance with Canadian generally accepted accounting principles, are solely for the information and use of the Chairperson and Directors of the Alberni-Clayoquot Regional Hospital District and the Ministry of Health for complying with the Hospital District Act. These financial statements are not intended to be and should not be used by anyone other than the specified users or for any other purpose.

Port Alberni, B.C.

CERTIFIED GENERAL ACCOUNTANTS

Draft for discussion purposes only

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Financial Position

December 31, 2012

	2012	2011
<b>FINANCIAL ASSETS</b>		
Cash	\$ 1,419,110	\$ 1,444,602
Accounts receivable (Note 3)	16,157	1,544
Municipal Finance Authority debt reserve deposit (Note 4)	898,759	989,806
Grants to district hospitals - capitalized	8,640,260	9,648,918
	<b>10,974,286</b>	<b>12,084,870</b>
<b>FINANCIAL LIABILITIES</b>		
Accrued interest	64,886	121,845
Due to Alberni-Clayoquot Regional District (Note 5)	-	15,000
Municipal Finance Authority debt reserve (Note 4)	898,759	989,806
Reserves related to Section 20(3)	612,069	902,107
Debenture debt (Note 6) (Schedule 1)	8,904,497	9,913,154
Unamortized debenture discount (Note 6)	42,734	42,734
	<b>10,522,945</b>	<b>11,984,646</b>
<b>NET FINANCIAL ASSETS AND ACCUMULATED SURPLUS (Note 7)</b>	<b>\$ 451,341</b>	<b>\$ 100,223</b>

Teri Fong, CGA  
 Manager of Finance

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Operations

Year Ended December 31, 2012

	Budget 2012	2012	2011
<b>REVENUE</b>			
Taxation (Schedule 2)	\$ 1,998,170	\$ 1,998,169	\$ 2,255,779
Grants in lieu of taxes	8,000	13,513	12,417
Other income	20,000	339,975	49,496
	2,026,170	2,351,657	2,317,692
<b>EXPENSES</b>			
Sinking fund installments	597,320	597,419	601,440
Interest and fees on debenture	758,892	632,937	894,445
Administrative costs	15,000	15,000	15,000
Contribution to section 20(3) reserve	755,183	755,183	727,000
	2,126,395	2,000,539	2,237,885
<b>ANNUAL SURPLUS</b>	\$ (100,225)	\$ 351,118	\$ 79,807

Draft for discussion purposes only

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Accumulated Surplus

Year Ended December 31, 2012

	2012	2011
ACCUMULATED SURPLUS - BEGINNING OF YEAR	\$ 100,223	\$ 20,416
Annual surplus	351,118	79,807
ACCUMULATED SURPLUS - END OF YEAR <i>(Note 7)</i>	\$ 451,341	\$ 100,223

Draft for discussion purposes only

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Net Financial Assets

Year Ended December 31, 2012

	Budget 2012	2012	2011
ANNUAL SURPLUS	\$ (100,225)	\$ 351,118	\$ 79,807
NET FINANCIAL ASSETS - BEGINNING OF YEAR	100,224	100,224	20,416
NET FINANCIAL ASSETS - END OF YEAR	\$ (1)	\$ 451,342	\$ 100,223

Draft for discussion purposes only

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Cash Flow

Year Ended December 31, 2012

	2012	2011
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 351,118	\$ 79,807
Item not affecting cash:		
Change in grants to district hospitals - capitalized	-	972,891
	<b>351,118</b>	<b>1,052,698</b>
Changes in non-cash working capital:		
Accounts receivable	(14,613)	516
Accrued interest	(56,959)	(19,163)
	<b>(71,572)</b>	<b>(18,647)</b>
Cash flow from operating activities	<b>279,546</b>	<b>1,034,051</b>
<b>FINANCING ACTIVITIES</b>		
Repayment of long term debt	4,021	(601,440)
Actuarial adjustments to long term debt	-	(371,451)
Cash flow from (used by) financing activities	<b>4,021</b>	<b>(972,891)</b>
<b>INVESTING ACTIVITY</b>		
Reserves related to Section 20(3)	(290,038)	(540,058)
<b>DECREASE IN CASH FLOW</b>	<b>(6,471)</b>	<b>(478,898)</b>
Cash - beginning of year	1,444,602	1,923,499
<b>CASH - END OF YEAR</b>	<b>\$ 1,438,131</b>	<b>\$ 1,444,601</b>
<b>CASH FLOW SUPPLEMENTARY INFORMATION</b>		
Interest received	\$ -	\$ 21,753
Interest paid	\$ 56,960	\$ 894,445

# ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

## Notes to Financial Statements

Year Ended December 31, 2012

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### 1. NATURE OF THE ORGANIZATION

The Alberni-Clayoquot Regional Hospital District (District) was incorporated in 1967 under the Regional Hospital District Act. Its principal activities include the borrowing of monies from the Municipal Finance Authority and advancing those monies for hospital planning and development within the region.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants with the following deviations to comply with the accounting requirements prescribed by the Ministry of Health under the Hospital District Act:

- Grants to district hospitals are capitalized and recorded as an asset.
- There is no disclosure of the fair value of the financial assets and liabilities.
- Standards for recognition and disclosure of financial instruments have not been adopted.
- There is no disclosure of segmented reporting.
- Sinking fund installments are expensed in the year that they are paid.

#### Grants to district hospitals

Grants to district hospitals are capitalized and recorded as an asset on the statement of financial position while the hospital is in operation. When a hospital ceases operation, the amount of unrecoverable grants is written off against capital surplus.

#### Budget reporting

The unaudited budget information reported in the statement of operations and the statement of change in net financial assets represents the 2011 budget as adopted by the District's Board on March 28, 2012.

#### Long term debt

Long term debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges, including principal and interest, are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

#### Financial instruments

The carrying value of cash, accounts receivable, accounts payable, and accrued interest is cost due to the short-term nature of these financial instruments. Financial instruments consist of cash, accounts receivable, accrued interest and long term debt.

*(continues)*

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# ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

## Notes to Financial Statements

Year Ended December 31, 2012

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Revenue and expenditure recognition

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations.

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### 3. ACCOUNTS RECEIVABLE

	2012	2011
Accounts receivable	\$ 16,157	\$ 1,544

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### 4. DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for the Hospital District. The Authority is required to establish a Debt Reserve Fund into which each District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Hospital District. If at any time insufficient funds are provided by the Hospital District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Hospital District may be called upon to restore the fund.

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# ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

## Notes to Financial Statements

Year Ended December 31, 2012

### 5. RELATED PARTY

The Alberni-Clayoquot Regional Hospital District is related to the Alberni-Clayoquot Regional District; the same individuals are the Board of Directors for both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$15,000 of administrative support services from the Alberni-Clayoquot Regional District.

### 6. DEBENTURE DEBT

The debenture debt "Schedule 1" reflects the amount of debenture debt payable by the Alberni-Clayoquot Regional Hospital District. The outstanding amount payable is net of the Sinking Fund Balances as confirmed by the British Columbia Municipal Finance Authority. The Sinking Fund Balances are subject to periodic actuarial adjustments to reflect the earnings on the Sinking Fund Investment and accordingly will affect the debenture debt amount payable.

Principal repayment terms are approximately:

2013	\$	550,019
2014		529,568
2015		527,791
2016		527,791

The unamortized debenture discount will be applied in 2023 when the debenture is paid in full.

### 7. FUND ACCOUNTING

The District uses fund accounting to account for various aspects of operations. Presently the District uses the following three funds:

1. Capital fund - Provides funding and carries the debt related to capital projects that the District provides grants for.
2. Revenue fund- Holds cash and receives interest on monies held by the District.
3. Reserve fund - Segregates funds raised for the purchase of equipment, minor renovations to the hospitals, and related studies, as permitted by Section 20(3) of the Hospital District Act.

As at December 31, 2012 the fund balances are:

	Capital Fund	Revenue Fund	Reserve Fund	2012
ACCUMULATED SURPLUS (DEFICIT) - BEGINNING OF YEAR	\$ 306,970	\$ (1,108,854)	\$ 902,107	\$ 100,223
Annual surplus (deficit)	-	552,101	(200,983)	351,118
ACCUMULATED SURPLUS (DEFICIT) - END OF YEAR	\$ 306,970	\$ (556,753)	\$ 701,124	\$ 451,341

**8. FINANCIAL INSTRUMENTS**

For cash, accounts receivable, accounts payable, and accrued interest, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The district is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the district has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The district does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

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**9. COMPARATIVE FIGURES**

The prior year comparative figures were audited by another firm of public accountants.

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**10. COMPARATIVE BUDGET FIGURES**

Certain budget amounts have been reclassified to conform to the financial statement presentation adopted during the year.

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ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2012

B.C.H.F.A. By-law	By-law No.	Type of Security Issued	Maturity date	Term	Rate	2012 Balance	2011 Balance	2013 Requirements as of December 31, 2012	
								Principal	Interest
BCRHDCDK	57	Sinking Fund	09 Jan 2012	20	9.500%	\$ -	\$ 65,308	\$ -	\$ -
CDK02-25	57	Sinking Fund	09 Jan 2012	20	9.500%	-	22,327	-	-
HPCP50	57	Sinking Fund	10 Jun 2012	20	9.450%	-	4,697	-	-
HPCP49	57A	Sinking Fund	08 May 2012	20	9.410%	-	21,729	-	-
RHD-CD-N	57	Sinking Fund	23 Aug 2013	20	8.500%	15,787	30,823	-	-
RHD-CD-N1	54 & 57	Sinking Fund	23 Aug 2013	20	8.500%	2,016	3,937	837	2,176
RHDMTN-38	54	Sinking Fund	09 Jun 2014	20	9.600%	8,362	12,247	-	-
RHDMTN 53(3)	54	Sinking Fund	23 Aug 2013	20	8.500%	10,707	20,904	4,947	10,702
RHDMTN 53 (2)	54	Sinking Fund	23 Aug 2013	20	8.500%	3,056	5,967	-	-
RHD-EC-13	54	Sinking Fund	30 Nov 2023	20	7.875%	53,264	66,065	8,259	17,295
RHD-CDN-3	54	Sinking Fund	23 Aug 2013	20	9.120%	15,428	30,121	-	-
RHD-EC-13(1)	54	Sinking Fund	30 Nov 2023	20	7.875%	25,331	36,385	-	-
RHD-EUS4(2)	54	Sinking Fund	11 Jun 2017	20	9.120%	103,429	121,256	-	-
RHD-CDV-3(B)	54	Sinking Fund	11 Jun 2017	20	7.875%	29,180	34,210	2,577	4,163
1999F	54, 74, 75	Sinking Fund	01 Dec 2019	5, 5, 20	5.840%, 5.840%, 5.990%	574,146	642,590	41,233	39,182
2000S	75	Sinking Fund	01 Jun 2020	20	6.450%	1,571,315	1,731,618	-	-
2000F	75, 82	Sinking Fund	01 Jun 2020	20	6.360%	2,132,681	2,350,254	-	-
2001F	75, 82, 83	Sinking Fund	01 Jun 2022	20	5.100%	2,575,718	2,798,187	-	-
2020S	77	Sinking Fund	01 Jun 2020	20	5.900%	998,405	1,074,003	-	-
2002F	78	Sinking Fund	01 Jun 2020	20	5.250%	271,989	292,583	-	-
2003S	75	Sinking Fund	03 Jun 2023	20	5.250%	223,528	238,512	-	-
2003F	75	Sinking Fund	03 Oct 2023	20	4.770%	228,329	243,635	-	-
2005S	93	Sinking Fund	04 Jun 2025	20	5.100%	61,826	65,796	-	-
						<b>\$ 8,904,497</b>	<b>\$ 9,913,154</b>	<b>\$ 57,853</b>	<b>\$ 73,518</b>

The accompanying notes are an integral part of these financial statements

## ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

## Schedule of Member Municipalities Tax Requisitions

(Schedule 2)

Year Ended December 31, 2012

	Budget 2012	2012	2011
<b>MUNICIPALITIES</b>			
Port Alberni	\$ 783,223	\$ 783,222	\$ 879,720
District of Tofino	324,600	324,600	380,845
District of Ucluelet	195,742	195,742	233,053
	1,303,565	1,303,564	1,493,618
<b>ELECTORAL AREAS</b>			
"A" Bamfield	72,541	72,541	82,171
"B" Beaufort	32,801	32,801	35,809
"C" Long Beach	93,425	93,425	105,835
"D" Sproat Lake	268,904	268,904	298,970
"E" Beaver Creek	108,064	108,064	117,006
"F" Cherry Creek	118,870	118,870	122,370
	694,605	694,605	762,161
	\$ 1,998,170	\$ 1,998,169	\$ 2,255,779

**From:** Michelle Colyn [<mailto:Michelle.Colyn@nuuchahnulth.org>]

**Sent:** May-30-13 4:26 PM

**To:** [KRobison@ucluelet.ca](mailto:KRobison@ucluelet.ca); Russell Dyson

**Subject:** Tsunami Debris and First Nations involvement

Attention: Chief Executive Officer of the Alberni-Clayoquot Regional District, Russell Dyson and Manager of Environmental and Emergency Services, Karla Robison:

Good afternoon,

I am emailing to inquire about First Nations' involvement in any tsunamis debris preparation. The Nuuchahnulth Tribal Council hosts a Council of Ha'wiih (Hereditary Chiefs) Forum on Fisheries 3 times a year. At the last meeting, it was an action item for the 14 Nuuchahnulth nations and Uu-a-thluk (NTC Fisheries department) to put together updates from each Nation on tsunami debris preparation. I've been asking the Nations if they've come across any debris yet and if they have any ideas around debris cleaning plans that they would like to share with other Nations. For the most part, the Nations I've connected with said that there hasn't been much debris found yet and they are mostly interested in hearing what other Nations are doing at this point and if they do come across debris.

It is my understanding that the Nuuchahnulth Tribal Council and Ahousaht have applied to the Provincial Government for funds to hire a coordinator to move forward and debris cleaning plans.

I haven't been able to get in touch with the Yuu-thluth-aht (Ucluelet) Fisheries department yet to discuss the topic, so I'm wondering if you are able to provide any information to me based on the following:

- 1) Has your organization been working with local First Nations such as the Yuu-thluth-aht, Tla-o-qui-aht and Toquaht First Nations in preparation for the anticipated debris?
- 2) Are other interested First Nations able to contact you if they have further questions or wondering how they can get more involved in preparation and clean up?
- 3) Would you like to see more First Nations involvement in this debris issue?
- 4) Is your organization involved at all with the proposals for funds to the government (\$1M received from Japan to the Canadian Government for distribution across BC)?

Please give me a call at my office if you'd like to chat more on this topic.

Essentially, I'm just trying to gather some key points on this issue and how others can help so I can return to the upcoming Council of Ha'wiih Forum on Fisheries with some updates and resources for the Nations.

I realize the two of you may not work directly together, however; I was given both of your names for this inquiry. Any of your input is appreciated.

Thank you very much,

Michelle Colyn

Uu-a-thluk

Capacity Building Coordinator in Training

Nuuchahnulth Tribal Council

250-724-5757 ext. 293

250-731-5835 (cell)





May 28, 2013

Ref: 098

To: Mayors and Councillors  
Regional District Chairs and Directors

Greetings to all:

I am pleased to advise you that the planned performance audits, including the local governments selected for audit for 2013/14 and the first quarter of 2014/15, will be disclosed on the Auditor General for Local Government website [www.aglg.ca](http://www.aglg.ca) at the end of the day tomorrow, May 29. The planned performance audits were informed by the audit themes contained in our 2013/14 – 2015/16 Annual Service Plan following best efforts for a comprehensive audit planning process which involved extensive consultation and input from local governments and other stakeholders. In keeping with our Service Plan commitments, we will, in the current fiscal year, conduct performance audits in relation to three topics involving a number of local governments. Next year, and the year after that, we anticipate that there will, subject to adequate funding, be up to five audit topics, each one involving performance audits of the operations of a number of local governments.

As required, each of our Annual Service Plans will identify the themes from which performance audits will be identified on a three year rolling basis.

The local governments that are subject to a performance audit will receive further correspondence from our Office initiating the audit. At a later date, these local governments will receive information describing the lines of enquiry during the survey phase (planning phase) to determine final scope of the audit and criteria for the examination phase, and requesting an opportunity to meet with representatives. These local governments will also receive information in the form of a protocol document explaining important aspects of the performance audit such as the confidentiality requirements under the *Auditor General for Local Government Act*. To facilitate understanding of the audit process for all local governments, we are attaching a summary document on what to expect in each phase of a performance audit and our principles for engagement.

Our Office has contracted with KPMG and Grant Thornton to assist in the conduct of the performance audits. Neither these firms nor their employees are the delegates of any statutory authority of the Auditor General for Local Government. The responsibility and authority for the audits rests with me as Auditor General for Local Government.

.../2

With the release of the audit topics tomorrow, no further public information about the performance audits will be forthcoming until the performance audit reports are published. Our intent is to publish the performance audit reports associated with the first three topics during the last quarter of 2013/14, before March 31, 2014.

Since my appointment I have been privileged to speak to many local government elected officials and staff at area association conventions, the BC Mayors' Caucus and many other events and meetings. Your questions, comments and advice have been most welcome. I assure you that all input has been taken into consideration in selecting our audit topics.

I look forward to continuing to hear from you. Please continue to send your comments to [info@aglg.ca](mailto:info@aglg.ca) or call the office at 604 930-7100.

Best regards,



Basia Ruta, CPA, CA  
Auditor General for Local Government

cc: Chief Administrative Officers

Attachment

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

Nuu-chah-nulth Tribal Council  
5001 Mission Road  
PO Box 1383  
Port Alberni, BC  
V9Y 7M2

May 31, 2013

MERX Bid Review Committee

Re: 268711

Economic Development and Capacity-Building Support in West Coast Vancouver Island Communities

Dear Committee,

Notwithstanding our letter to Minister Ashfield regarding the circumstances related to this bid, we are writing this letter on behalf of our member communities from the West Coast of Vancouver Island to express our support for Westcoast Aquatic Management Association's proposal to provide economic development support services to communities impacted by the Pacific Salmon Treaty Chinook Annex.

We want to ensure that the full amount of PST funds are awarded, and support Westcoast Aquatic Management Association's proposal to use the funds over a three year period. We oppose having any portion of the funds re-allocated for any purpose and oppose the funds being awarded to other consulting firms.

Sincerely,



Cliff Atleo Sr.  
President  
Nuu-chah-nulth Tribal Council



Cindy Solda  
Chair  
Alberni-Clayoquot Regional District

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

Nuu-chah-nulth Tribal Council  
5001 Mission Road  
PO Box 1383  
Port Alberni, BC  
V9Y 7M2

May 31, 2013

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

Dear Minister Ashfield,

We are writing regarding funds related to the Pacific Salmon Treaty Chinook Annex. We are requesting that DFO sign a Contribution Agreement regarding community impact funding, and that you meet with us to develop a coordinated strategy regarding ocean-related economic development.

### **Background**

In 2009 the Pacific Salmon Treaty (PST) between Canada and the U.S was renewed. Under the revised chinook chapter, the U.S. and Canada both agreed to reduce the harvest of chinook to support the conservation and rebuilding of chinook stocks. For Canada, the agreement meant a 30% reduction in the harvest of chinook off the West Coast of Vancouver Island (WCVI).

To help mitigate this harvest reduction, the agreement included a \$30M USD contribution from the U.S to be used by Canada to support implementation of the chinook chapter. The Department of Fisheries and Oceans (DFO) adopted a mitigation plan in 2010. One component of the plan was to designate a \$500,000 fund for economic development to offset impacts on communities affected by the harvesting reduction. DFO identified the following WCVI communities as being impacted, based on residency of harvesters and offloading/processing: Bamfield, Port Alberni, Ucluelet, Tofino, Ahousaht, Zeballos, Kyuquot, and Quatsino.

Nuu-chah-nulth First Nations and WCVI communities worked together to propose an alternative mitigation plan that was rejected by DFO. Our communities strongly opposed from the outset the mitigation plan that DFO finally adopted. At least \$3 million per year (\$30 million over the ten year term of the PST agreement) has been directly removed from our WCVI economy due to the revised Chinook Agreement. The amount of \$500,000 is a ridiculous measure for an area with the same length of coastline of the entire state of Oregon; it does not come close to addressing the impacts on our communities. It is half of what has been allocated under the same funding source to run a consultative process to modernize the commercial salmon allocation methods.

Nevertheless, for the past three years, our communities have invested a significant amount of our

resources working with DFO to ensure best use of the \$500,000. Communities nominated Westcoast Aquatic Management Association (WAMA) to facilitate discussions and to receive the funds via a Contribution Agreement. Through Westcoast Aquatic, we worked with DFO staff to establish a governance structure to oversee the use of the funds. We also worked with DFO to commission WAMA to conduct a scoping study to provide baseline information. In January, 2013 – four years after the PST was renewed – WAMA finally received a draft Contribution Agreement to review.

## **Issue**

Several weeks ago, we received an update from WAMA that DFO staff had decided to divert the funding for our communities by posting for economic development services on the MERX website. We have a number of serious concerns about this course of action.

1. We were not adequately consulted in this decision.
  - a. After three years of working patiently and respectfully with DFO, we were not afforded the basic consideration of being involved in this decision. While we understand there may be administrative reasons for the approach, we do not believe the reasons are justifiable in the circumstances. A Contribution Agreement could have been forthcoming with support from the Deputy Minister.
2. The approach undermines our ability to leverage additional funding.
  - a. When applying for funding, almost all funders require a portion of matching funding. If these funds go to a consulting service provider other than WAMA via MERX, we will not be able to use them to leverage other funding.
3. We are not involved in the criteria for choosing a service provider, nor would we be involved in the final selection of a service provider if DFO proceeds with this MERX process.
  - a. Each of our communities has varied and distinct needs. Is it reasonable and justifiable to assume that DFO and federal contracting staff know what is best for our diverse communities? We are the clients, yet we have no control over the selection of our service provider or in their accountability.
4. The bidding approach takes a considerable amount of time and energy by both us and federal government staff. We have worked with DFO staff on a governance and administrative approach that ensures full accountability to us and to DFO. There are thousands of examples of how Contribution Agreements are used in similar situations to this one. How is a complicated and costly process justifiable as a reasonable use of tax-payers dollars?
5. No contract amount was posted on MERX. This produces a ‘lowest bidder’ result which raises the question of how the full amount of funds will be made available. Having several subsequent bids is costly and inefficient and undermines our ability to plan effectively.
6. The timeframe for services is unreasonably short. After three years of delays, DFO has scheduled the pending contract to start immediately and last less than two years. This is not a reasonable amount of time to address the impacts. We have consistently stated the funding needs to be spread out over a minimum of three years.

## **Recommendations**

1. The bid process be withdrawn and the previous draft Contribution Agreement with Westcoast Aquatic Management Association be signed immediately.

2. The time period be set at three years.
3. The full amount of the funding be included in the Contribution Agreement.

We also request a meeting with you to discuss how we can best move forward in a coordinated and complementary manner on marine economic development generally. Our region generates over \$630,000,000 dollars annually in ocean-related economic activity. Our communities have substantial investments in marine infrastructure and attract millions of visitors each year. We have the potential to enhance these and other values in our area and to do so we need the federal government to work with us.

It is in the best interest of our communities and the federal government if we have a coordinated economic strategy. Increasing economic activity and reducing regulatory barriers will generate more tax revenue, reduce program costs, and attract new investment and business. It will improve our relationships with your department, which will decrease the costs of conflict, increase efficient decision-making, and increase security and certainty for businesses. If we are going to compete internationally and create results at home, we need to put our resources into being productive and forward looking, not into battling over inefficient processes.

Thank you for your attention to these important matters. We look forward to meeting with you so that we can talk constructively and positively about a coordinated economic strategy.

Sincerely,

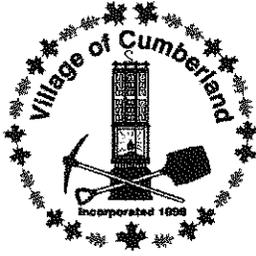


Cliff Atleo Sr.  
President  
Nuu-chah-nulth Tribal Council



Cindy Solda  
Chair  
Alberni-Clayoquot Regional District

copy: Nuu-chah-nulth Nations  
Mathew King, DFO Deputy Minister  
Sue Farlinger, DFO RDG Pacific  
Alberni-Clayoquot Regional District Directors, Mayors and Councilors  
Ted Lewis, Mayor, Zeballos  
West Coast Aquatic Board Members



# Corporation of the Village of Cumberland

2673 Dunsmuir Avenue  
P.O. Box 340  
Cumberland, BC V0R 1S0  
Telephone: 250-336-2291  
Fax: 250-336-2321  
cumberland.ca

File No. 0400-60

April 29, 2013

Association of Vancouver Island  
Coastal Communities Member Municipalities

Dear Mayors and Councillors,

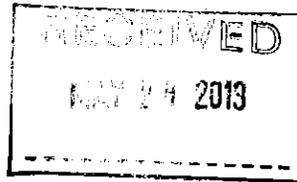
The Village of Cumberland would like to invite you to promote pollination in your community by introducing mason bees into your public places.

Cumberland has introduced Blue Orchard mason bees and placed a nesting block in its centrally-located No. 6 Mine Historic Park with great success. Unlike honey bees, mason bees are more self-sufficient and docile and play an important role in pollinating crops, flowers, fruit trees, and vegetables in our gardens. Protecting our native beneficial bees through habitat conservation helps to support local food production.

We encourage your local government to take on this great initiative of promoting pollination in your community. There are several ways of doing so. One way is by installing a mason bee nesting blocks in your community parks. Your Council may also make a simple proclamation to promote mason bees in your community. Please also encourage community organizations to take on such works on your behalf.

Yours truly,

Leslie Baird  
Mayor



*Executive Offices*  
Tel. 604-432-6215 Fax 604-451-6614

May 15, 2013

File: CP-16-02-032

Chair Cindy Solda and Members of the Board  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, BC V9Y 2E3

Dear Chair Solda and Members of the Board:

**Re: New Waste-to-Energy Capacity for Metro Vancouver – Potential Site Identification**

Metro Vancouver is preparing to enter the potential site identification phase of the new waste-to-energy (WTE) capacity procurement process and has developed draft high-level site evaluation criteria which are now available for review and comment. Metro Vancouver is also seeking suggestions and input on additional site identification criteria.

Metro Vancouver and its municipalities manage garbage in a way that aims to avoid waste in the first instance, facilitates recycling and reuse where practical, recovers materials and energy where possible, and uses the most environmentally and economically responsible means of dealing with what remains.

Even after achieving an ambitious waste diversion goal of 70% in 2015 and striving for 80% by 2020, approximately 700,000 tonnes of waste will still remain and need to be managed each year.

To more effectively manage the region's residual waste remaining after diversion, Metro Vancouver and its municipalities have determined that additional waste-to-energy capacity is the best solution – a decision that was supported by provincial approval of the region's Integrated Solid Waste and Resource Management Plan. As a condition of this approval, the Minister of Environment requires Metro Vancouver, in developing new WTE capacity, to consider "the full range of possible options both in and out of region in an equal and fair manner."

In March 2012, the Metro Vancouver Board directed staff "to recommend a procurement process for new WTE capacity that ultimately:

- (a) considers all WTE technology options within one procurement process;
- (b) allows proposals that include a site or sites along with proposed technology solution; and
- (c) allows owners of potential sites to self-identify."

In October 2012, Metro Vancouver outlined a multi-phase process to develop new WTE capacity. Phase 1 of the process is nearing completion with evaluation of responses to the first request for qualifications (RFQ1), focused on technology only, underway.

Phase 2, the potential site identification (PSI) process, will identify potential sites for new WTE capacity both inside and outside the region, either brought forward by site owners and made available to all proponents, or brought forward by proponents available exclusively to them.

For more information on the potential site identification process and the new WTE capacity development process, visit [www.metrovancouver.org](http://www.metrovancouver.org) and search for "Developing New-Waste-to-Energy Capacity."

As part of the PSI process, Metro Vancouver is inviting comments from stakeholders regarding the draft high-level criteria that will be used to evaluate and develop a shortlist of possible sites, during a comment period extending to June 14, 2013. Refer to the attachment for a list of the draft high-level criteria.

Considering all input received, a recommended list of high-level evaluation criteria will be reported to Metro Vancouver's Zero Waste Committee and Board. Following Board approval, the final criteria will be used to evaluate and shortlist proposed sites. Additional detailed criteria will be developed to evaluate project proposals at subsequent phases of the new WTE capacity procurement process.

Additional consultation activities, including public events in the jurisdictions of the potential sites identified, and in both Metro Vancouver and the Fraser Valley Regional District, will take place after the potential sites are shortlisted.

If you have any comments on these initial high-level evaluation criteria, suggestions for additional criteria, or any questions or comments regarding the new WTE capacity development process, please contact Paul Henderson, General Manager, Solid Waste Services:

Email: [paul.henderson@metrovancouver.org](mailto:paul.henderson@metrovancouver.org)  
Please note in subject line: New Waste-to-Energy

Mail: Paul Henderson, General Manager  
Solid Waste Services  
Metro Vancouver  
4330 Kingsway  
Burnaby, BC V5H 4G8

We look forward to hearing from you regarding the high-level potential site evaluation criteria for the development of new WTE capacity for Metro Vancouver.

Yours truly,



Greg Moore  
Chair, Metro Vancouver Board



Malcolm Brodie  
Chair, Zero Waste Committee

GM/MB/PH/ts

cc: Russell Dyson, CAO - Alberni-Clayoquot Regional District

Attachment: Draft - High-level potential site evaluation criteria for new Waste-to-Energy capacity for Metro Vancouver (7302248)

**DRAFT****High-level potential site evaluation criteria for new Waste-to-Energy capacity for Metro Vancouver**

The following initial high level criteria were identified in Metro Vancouver's Integrated Solid Waste and Resource Management Plan and in the October 2012 Zero Waste Committee report on the new WTE capacity procurement process:

1. Site size
  - Required site size for a WTE facility depends on a number of variables including: technology, waste quantity processed, number and type of vehicles received at the facility, residual processing requirements, and, buffer areas.
  - The existing WTE facility in Burnaby processes approximately 285,000 tonnes per year of waste delivered by garbage trucks (no small vehicles) on an approximately 2 hectare site. This site is considered small based on the amount of waste processed with limited buffer area and space for upgrades and ancillary activities.
2. Air quality implications
  - A screening-level air quality analysis will be conducted of the proposed sites for their suitability to host a WTE facility up to the maximum size considered in the procurement process (370,000 tonnes/year). The analysis will include consideration of any direct emissions from the facility, as well as emissions associated with transportation of materials to and from the facility.
3. Allowed and neighbouring land uses
  - In North America, WTE facilities are typically located in heavy industrial areas. In Europe and Asia, WTE facilities are often located adjacent to commercial and residential areas to minimize transportation requirements and maximize opportunities for heat use.
4. Transportation logistics and impacts
  - Waste is typically delivered to WTE facilities by truck, but could be delivered by rail or barge. For transportation purposes, if WTE facilities are located close to waste generators, the waste may be delivered directly from source to facilities without requiring transfer facilities. Sites will be evaluated for transportation logistics as well as community impacts of transportation systems.
5. Suitability for district energy
  - Depending on the technology, locating a WTE facility near potential heat customers may provide the opportunity to develop a district energy system. A district energy system could provide economic opportunities for the host community, and reduce the overall environmental impact of the WTE facility and district energy system by displacing natural gas normally combusted for heat by those customers.
6. Cost/option cost (the cost to Metro Vancouver to option a potential site to ensure its availability)
  - Landowners will have the opportunity through a public process to offer sites for potential use for new WTE capacity. Offers will be based on options to purchase by Metro Vancouver. The cost/option cost of the potential sites will be included in the evaluation criteria to determine which sites to shortlist for subsequent procurement stages.

**From:** Island Coastal Economic Trust [mailto:info@islandcoastaltrust.ca]

**Sent:** Thursday, May 23, 2013 2:25 PM

**To:** Wendy Thomson

**Subject:** [Press Release] ICET Announces Funding Support for Projects in the North Island and Sunshine Coast Region

## Press Release

### ICET Announces Funding Support for Projects in the North Island and Sunshine Coast Region

May 23, 2013

#### For Immediate Release

**Courtenay, BC** – The Island Coastal Economic Trust (ICET), today announced that it will be investing close to \$100,000 in four projects to support community economic development initiatives in the North Island and Sunshine Coast region.

The **Sid Williams Theatre Society** in Courtenay will receive \$20,000 to install state of the art sound and lighting equipment to upgrade its technical operation, attract new events, diversify programming and appeal to a wider audience. The investment will help to create a high quality performance venue that will improve the entertainment experience for customers and boost economic activity.

The **Sunshine Coast Salmonid Enhancement Society** will receive \$15,000 toward the Geothermal Heat and Hot Water System Project to establish a sustainable power source through a geothermal installation at the Chapman Creek Hatchery near Sechelt. Public demonstration of modern technology at the site will stimulate interest, attract visitors and build capacity for community-driven energy initiatives in the region.

The **Alberni Clayoquot Regional District** will receive \$26,945 towards the Alberni Inlet Trail China Creek Bridge Project, for the construction of a new pedestrian bridge linking segments of the Alberni Inlet Trail. The bridge construction project will increase usage of one of the most scenic trails in the Alberni Valley and provide user-friendly public access for residents and tourists alike.

The **Village of Sayward** will receive \$37,600 towards the Kellys Trail Bridge Project. Construction of a bridge on Mary Kelly's Trail will re-establish a pedestrian walkway connecting the community of Sayward to trails within the Salmon River Estuary Conservation Area. The expanded trail network will build on the area's existing tourism and outdoor recreation infrastructure and should help to encourage economic activity in the region.

"The Island Coastal Economic Trust continues to assist communities in the region north of the Malahat on Vancouver Island as well as the Sunshine Coast diversify and develop their economies," stated ICET Chair Phil Kent.

"The diverse range of projects receiving funding reflects the wide reach of ICET and recognizes a variety of smaller initiatives occurring throughout the area. ICET is proud to partner with these organizations to help each of them achieve their goal of enhancing experiences of both residents and visitors to the region."

#### About Island Coastal Economic Trust

The Island Coastal Economic Trust is a \$50 million endowment established in 2006 by the Government of British Columbia to help diversify the economies

of central and northern Vancouver Island and the Sunshine Coast. ICET funds community driven economic development initiatives in targeted sectors to spark new and sustainable regional economic growth. These sectors include forestry, transportation, tourism, mining, energy, economic development, agriculture and aquaculture, and small business.

ICET is managed by an independent Board of Directors comprised of thirteen members – eight Mayors and five provincial appointees from the ICET region. ICET has approved almost \$47 million for over 90 projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$260 million in additional funding to the region. A full overview of ICET is available at [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

-30-

**For further information please contact:**

Phil Kent, ICET Chair

Mayor of Duncan

Tel: 250-709-0186

[mayor@duncan.ca](mailto:mayor@duncan.ca)

Line Robert

CEO

Island Coastal Economic Trust

Tel. 250-871-7797 Extension 227

[line.robert@islandcoastaltrust.ca](mailto:line.robert@islandcoastaltrust.ca)

**Visit us Online at [www.IslandCoastalTrust.ca](http://www.IslandCoastalTrust.ca)**

[Unsubscribe from broadcast news releases](#)

## **Sproat Lake Water Sports Association**

**P.O. Box 6**

**Port Alberni, BC V9Y 7M6**

May 26, 2013

Dear Penny:

The Board of Directors for the 2013 Season is making attempts to help make our neighbours more comfortable during the up and coming season on the Lake. We have brought a letter to our neighbours on Sproat Lake with respect to the complaints they have brought forward over the past years. We would like the Regional District of Alberni Clayoquot and the Sproat Lake Community Association to know that we as Board Directors and members of Sproat Lake Water Sports Association are addressing these issues.

We have drafted new Club Site Rules, we are going to be administering consequences to those members who do not adhere to those rules as set out. As well as having every member family read and sign off that they have read and understand these new rules. Of course, our hope is that everyone complies, and that we do not have to take it to the next step.

The Sproat Lake Water Sports Association has been around for more than 40 years.

This year we plan on celebrating this milestone and will be inviting past members, our neighbours on the lake and the community to come out and celebrate our club's history within our community.

On that note, I would like to tell you a bit about what our club and members accomplished last year:

- We were named Club of the Year at the recent WSWBC AGM for 2012.
- Club members, Mason Shadlock was voted most improved ( wakeboard)
- Tanner Champion – Wakeskate
- Ian Kellow, as past President of WSWBS & his wife Kim Kellow for statition
- The Island Team took first place at the Summer Games in 2012, this team consisted of # club members
- We hosted the Wakeboard/Wakeskate Provincials in August 2012

As well, a number of community groups have come out to the site to enjoy the opportunity to take part in all the water sports available, as well as just enjoying

what the site has to offer. Some of those groups are: Port Alberni Wrestling Club, Radical Runners Running Group, Tofino Parks n Rec, CUPE members and their families as well as the Steelworkers, Tsunami Swim Club. In the past we have also partnered with Port Alberni Parks and Recreation to introduce Wakeboarding/Wakeskating to children as part as their summer programs schedule. It is also a training facility for the BC Wakeboard/ Wakeskate team.

As well we have assisted, BC Ambulance and RCMP in search and rescue on the lake.

In closing, I would like to say on the behalf of all of our club members at the SLWSA that we hope to be able to continue with promoting all activities, including, water safety, boating, a place where children and their families can be a part of the recreational / competitive activities and watersports available at our site.

If you have any concerns please contact me at 250.954.7510, [kmcnichol@shaw.ca](mailto:kmcnichol@shaw.ca) or any member of the executive.

Sincerely, Kris McNichol President - On behalf of the executive and members of SLWSA

May 21, 2013

**Russell Dyson, Chief Administrative Officer**  
**Alberni-Clayoquot Regional District**  
3008 5th Avenue  
Port Alberni, B.C., V9Y 2E3

Dear Russell Dyson,

Thank you for meeting with Western Forest Products in Port Alberni on April 17, 2013. We appreciate your input and look forward to continuing our collaboration on how we can grow a globally competitive and sustainable forest products business on B.C.'s coast.

WFP's scale and flexible manufacturing platform allows for operation through the business cycle, positioning our company as a stable employer and strong economic contributor to the Port Alberni community. However, over the past eight years, our Annual Allowable Cut (AAC) has been reduced by 40%. AAC and tenure security are critical to WFP's business and investment decisions; further erosion of our AAC will compromise our plans.

In light of this, WFP remains committed to finding solutions that facilitate harvesting across the profile. One mechanism to do this is our balanced approach to log exports, which also drives more volume to our mills and domestic customers.

BC Timber Sales (BCTS) is also a significant crown licensee in your area. We therefore are working with government to improve how BCTS contributes to the coastal fibre supply network and domestic manufacturing. This is not only intended to improve fibre supply on the coast but also to ensure stumpage accurately reflects market pricing; two critical factors in our business.

We greatly appreciate your District's support on developing solutions to protect our working forests and advance government policies that encourage accessing the full profile for optimum sustainability.

I look forward to our next meeting. In the meantime, should you have any questions or comments, please feel free to contact me directly.

Sincerely,



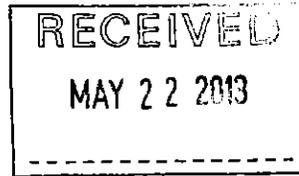
Don Demens  
President and CEO

Suite 510 - 700 West Georgia St. - TD Tower, P.O. Box 10032  
Vancouver B.C. V7Y 1A1



**VANCOUVER ISLAND  
UNIVERSITY**

**ADVANCEMENT &  
ALUMNI RELATIONS**



May 16, 2013

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

Dear Cindy,

We were very pleased to receive notice that the Alberni-Clayoquot Regional District has decided to support the VIU Regional Innovation Chair in Tourism & Sustainable Rural Development through a Grant-in-Aid.

We look forward to working on this and other projects that relate to our common interest in helping to build sustainable and healthy communities in this region.

Thank you for your much-appreciated contribution, and for sending a positive signal about the value of the Chair's work for local governments.

Sincerely,

Julie Keenan  
Director, Advancement & Alumni Relations  
VIU, 250.740.6602, [julie.keenan@viu.ca](mailto:julie.keenan@viu.ca)



## Media Release

June 4, 2013

### **TELUS investing \$12 million in Port Alberni in 2013**

*TELUS wiring homes directly to fibre optic cables to radically increase Internet speeds, introduce Optik TV*

**Port Alberni, B.C.** – TELUS is investing \$12 million in Port Alberni this year to wire most homes in the community directly to fibre optic cables, radically increasing Internet speeds and giving people access to TELUS Internet-based Optik TV service for the first time.

Called GPON, or gigabit passive optical network, the technology offers customers Internet speeds up to 50 megabits per second and will enable incredibly fast Internet speeds in the future. It also gives more Port Alberni resident's access to Optik TV, with new features like TV on Demand, Optik Smart Remote, Multi-View and the new TED Talks application.

"TELUS' \$12 million investment means businesses and consumers right here in Port Alberni will be directly wired to fibre optics, the most advanced communications infrastructure in the world," said Raymond Lawson, TELUS general manager for Vancouver Island. "This means access to the fastest Internet speed TELUS offers, as well as our Internet-based TV service, Optik TV, giving you real choice in your TV service for the first time."

This significant investment is part of a \$3 billion, three-year commitment to invest in B.C. made last year and builds upon the \$29 billion TELUS has already invested in operations and technology throughout the province since 2000. By the end of this year TELUS will have invested \$16 million in new technology and infrastructure in Port Alberni since 2009.

TELUS' investment in communities extends past providing customers with world-class technology. As members of every community TELUS services, TELUS, our team members and retirees give where we live, supporting grassroots and community organizations across B.C.

"At TELUS we truly see ourselves as members of each community where we operate across B.C., and we recognize our investment in local organizations is as important as our investment in technology and infrastructure," continued Mr. Lawson. "Our simple philosophy, We Give Where We Live, has encouraged our TELUS family of 25,000 employees and retirees in B.C. to donate over \$100 million and, more importantly, volunteered 2.66 million hours to community and charitable organizations since 2000."

The capital investment disclosed in this release is consistent with TELUS' overall capital expenditure guidance for 2013.

#### **What is Optik TV?**

Optik TV offers more than 620 channels, including more than 160 in HD.

TELUS customers also enjoy:

- Optik on the go, giving you access to more than 2,000 on demand shows and movies on your smartphone, tablet and laptop, at home and on the move
- Optik Smart Remote, enabling you to use your iPhone or iPad to manage PVR recordings as well as browse your channel guide and change channels with a tap.
- Remote Record, allowing you to schedule and manage your PVR recordings when you're away from home with a smartphone, tablet or computer
- Facebook and Twitter on Optik
- Galaxie music and radio stations
- Watching renowned TED Talks presentations directly on your TV
- The Weather Network app
- Tumblebooks, allowing you to enjoy interactive storytelling with your children
- Multi-view, where you can watch up to four shows at the same time
- Manage my channels, where you can instantly change your TV programming package right from your TV, adding or removing channels and theme packs
- On-screen call display

### **What is We Give Where We Live?**

At TELUS, we give where we live. Whether through our locally focused Community Boards, charitable partnerships or employee and customer engagement programs, we are committed to building stronger and healthier communities.

Just last week, 13,000 TELUS team members, retirees and family members participated in the eighth annual TELUS Day of Giving, volunteering their time at more than 500 local activities nationwide. They helped out at children's hospitals, fed homeless citizens, sorted thousands of pounds of food bank donations, pulled invasive plants out of cherished parks, and helped clean up and maintain the buildings and grounds of dozens of charities.

There are 11 TELUS Community Boards in Canada that provide funding to grassroots organizations in major centres where TELUS operates. In British Columbia, there are Community Boards in Vancouver, Victoria and the Thompson Okanagan. Since their inception in 2005, the Community Boards in British Columbia have contributed over \$7.6 million to local grassroots charitable organizations in support of 680 community projects.

### **About TELUS**

TELUS (TSX: T, NYSE: TU) is a leading national telecommunications company in Canada, with \$11 billion of annual revenue and 13.2 million customer connections, including 7.7 million wireless subscribers, 3.4 million wireline network access lines, 1.4 million Internet subscribers and 712,000 TELUS TV customers. Led since 2000 by President and CEO, Darren Entwistle, TELUS provides a wide range of communications products and services, including wireless, data, Internet protocol (IP), voice, television, entertainment and video.

For more information about TELUS, please visit [telus.com](http://telus.com).

In support of our philosophy to give where we live, TELUS, our team members and retirees have contributed more than \$300 million to charitable and not-for-profit organizations and volunteered 4.8 million hours of service to local communities since 2000. Fourteen TELUS Community Boards lead TELUS' local philanthropic initiatives. TELUS was honoured to be named the most outstanding philanthropic corporation globally for 2010 by the Association of Fundraising Professionals, becoming the first Canadian company to receive this prestigious international recognition.

For more information about TELUS, please visit [telus.com](http://telus.com).

**Forward looking statement:**

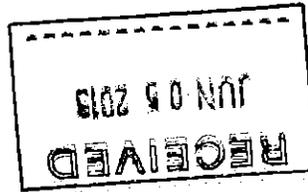
*This news release contains statements about expected future events of TELUS that are forward-looking. By their nature, forward-looking statements require the Company to make assumptions and predictions and are subject to inherent risks and uncertainties. There is significant risk that the forward-looking statements will not prove to be accurate. Readers are cautioned not to place undue reliance on forward-looking statements as a number of factors could cause actual future events to differ materially from that expressed in the forward-looking statements. Except as required by law, TELUS disclaims any intention or obligation to update or revise forward-looking statements.*

-30-

**For more information, please contact:**

Shawn Hall  
TELUS Media Relations  
(604) 619-7913  
[Shawn.hall@telus.com](mailto:Shawn.hall@telus.com)

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



Box 67 Tofino, BC  
CANADA V0R 2Z0

June 3, 2013

Dear Ms. Solda and members of the ACRD,

I am pleased to include copies of the Clayoquot Biosphere Trust Society's 2012 Annual Report. The CBT continues to assist the communities of the Clayoquot Sound Biosphere Reserve region through a diversity of programs and funding streams.

A highlight from the year included joining the Community Foundations of Canada. As the region's community foundation, the CBT will continue to deliver a local granting program, while diversifying the ways in which we support organizations. We also hope to bring donors to the table as community builders, matching their interests and concerns with community needs and organizations. In 2012, we also published *Vital Signs*, a community health snapshot that provides a comprehensive view of local health from a broad perspective. Measuring our region's vitality in critical areas will assist the region on many levels, from informing policy and governance decisions, to focusing education and research initiatives, to raising public awareness.

The CBT recently had its AGM and I would like to introduce our new Executive Committee: Tammy Dorward (co-chair), Stephanie Hughes (treasurer), Al McCarthy (secretary), and Cathy Thicke (co-chair). Other members of the Board include: Violet Clark, Dan Edwards, Geoff Lyons, Anne Mack, and Don McMillan.

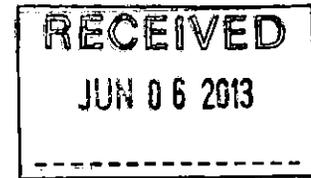
Please feel free to get in touch at any time if you have questions about the CBT and our work.

Best regards,

Adrienne Mason  
Managing Director (Acting)



MAY 31 2013



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

Dear Ms. Solda:

Thank you for your correspondence of April 8, 2013, regarding the Pacific Salmon Treaty (PST) Mitigation Fund.

I have attached the information that you requested on retirement eligibility for salmon troll licences (please see Appendix A). Applications for the most recent opportunity were due by May 10, 2013. The next opportunity for retirement is anticipated to be as early as June 2013. At that time, a new Voluntary Salmon Troll Licence Retirement application package will be mailed out to those who are eligible. Subsequent rounds are anticipated for September 2013 and December 2013, with a review after the December round.

Regarding economic planning, work through the Mitigation Program under Chapter 3 (Chinook) of the PST can, in fact, lead to accessing additional funding through pre-existing programs.

Within the next few months, Fisheries and Oceans Canada (DFO) expects that a multi-year contract will be in place that will allow economic development experts to work directly with communities to focus on the Mitigation Program's Economic Capacity-Building component. This will provide communities impacted by reductions in allowable harvest under Chapter 3 (Chinook) of the PST with tools to improve the economic capacity, including the following:

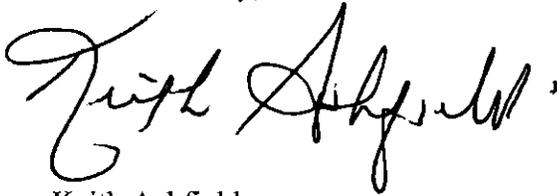
- Identifying needs related to economic capacity and prosperity;
- Developing economic action plans to address those needs;
- Helping communities implement action plans; and
- Helping communities fill out and submit applications for funding and grants available through pre-existing federal, provincial or local government, or other programs to address economic development needs.

.../2

Regarding the Area G troll fishery for this year, domestic sockeye returns are such that opportunities for the Area G troll fishery are unlikely. DFO has received, and is reviewing, a proposal to access coho in Area G. Additional details on any opportunities will be communicated to the fleet as soon as analysis is completed.

Thank you for taking the time to write with your concerns.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Keith Ashfield". The signature is written in a cursive, flowing style with a large initial "K".

Keith Ashfield

Attachment

### Appendix A - Salmon Troll Licence Eligibilities Retired

Rounds 1, 2, 3 and 4 are complete and selections from Round 5 have been made. Results to date are summarized in the table below.

Retirement Round	Applications Received	Licence Eligibilities Retired			
		Area F	Area G	Area H	Total
Round 1	46	0	6	0	6
Round 2	62	11	8	6	25
Round 3	39	4	4	2	10
Round 4	36	4	5	1	10
Round 5 <sup>a</sup>	46	6 <sup>a</sup>	4 <sup>a</sup>	1 <sup>a</sup>	11 <sup>a</sup>
<b>Total to date</b>	<b>229</b>	<b>25<sup>a</sup></b>	<b>27<sup>a</sup></b>	<b>10<sup>a</sup></b>	<b>62<sup>a</sup></b>

Notes:

<sup>a</sup> The Department made offers to retire 15 salmon troll licence eligibilities in round 5; however, 10 relinquishment agreements (with the possibility of an 11<sup>th</sup>) have or will be submitted. Subject to final paperwork being completed, there could be six Area F, four Area G, and one Area H salmon troll licence eligibilities retired.



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** June 12, 2013

**Subject:** Garbage & Recycling Bylaw Amendment

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### **Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".

### **Desired Outcome:**

To amend the bylaw before the start of the July 1<sup>st</sup> billing period to adjust the garbage and recycling fees to reflect the current contracts in the Alberni Valley and on the West Coast.

### **Summary:**

The Alberni Valley recycling contract with Sun Coast Waste Services and the West Coast garbage and recycling contract with Sonbird Refuse and Recycling Ltd are both subject to Consumer Price Index increases each year. In anticipation of the estimated increased contract costs this bylaw amendment is necessary to ensure the user fee is covering the cost of the service.

This bylaw amendment also increases the cost of the extra garbage tags from \$2 to \$3. The selling of the extra garbage tags is administered by the Districts of Tofino and Ucluelet with the contractor receiving 75% of the revenue and the District receiving 25% of the revenue for the administration time. This increase has been recommended by the Manager of Environmental Services to discourage residents from using this service and to encourage them to recycle. A notice will be provided to the District offices to inform the public of the change in price.

This bylaw comes into effect on July 1, 2013.

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

This bylaw amendment will take minimal time to implement.

### **Financial:**

This is the first increase in the Alberni Valley recycling fee for the residents since the program implementation in 2008. The West Coast garbage and recycling fee for the residents dropped from \$168.03 to \$164.80 last year as a result of a contract retendering. This increase on the West Coast does not bring the user fee back up to the prior level. A summary of the changes is as follows:

Service	Current Fee	Proposed Fee	% Change
Alberni Valley Recycling	\$30.20	\$31.00	2.6%
West Coast Garbage	\$103.40	\$105.00	1.5%
West Coast Recycling	\$61.40	\$62.00	1.0%



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



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



Certified true and correct copy of  
**“Bylaw No. R1021-3, Garbage and  
Recyclable Materials Collection  
Amendment, 2013”**

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

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Russell Dyson,  
Chief Administrative Officer

---

Cindy N. Solda,  
Chairperson

## Schedule "A" Recycling and Garbage Collection Fees

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1. Recycling Collection Fees for **Eligible Residences** within each **Recycling Collection Area**:

<b>Recycling Collection Area</b>	<b>Annual Fee</b>
City of Port Alberni	\$31.00
District of Tofino	\$62.00
District of Ucluelet	\$62.00
"Port Albion", a Portion of Electoral Area "C" (Long Beach)	\$62.00
"Millstream Subdivision", a Portion of Electoral Area "C" (Long Beach)	\$62.00
A Portion of Electoral Area "E" (Beaver Creek)	\$31.00

2. Garbage Collection Fees for **Eligible Residences** within each **Garbage Collection Area**:

<b>Garbage Collection Area</b>	<b>Annual Fee</b>
District of Tofino	\$105.00
District of Ucluelet	\$105.00
"Port Albion", a Portion of Electoral Area "C" (Long Beach)	\$105.00
"Millstream Subdivision", a Portion of Electoral Area "C" (Long Beach)	\$105.00

3. Tags for disposal of extra **Garbage** as specified in Section 6(b) is \$3.00 for a single use tag good for one **Garbage Container**.
4. The fees specified in Section 1 and 2 of this schedule will apply to a new **Eligible Residence** upon occupancy or upon issuance of an occupancy permit, whichever is earlier and the fee will be pro-rated by the number of months or part months left in the billing cycle.
5. The billing cycle will be July 1 to June 30.
6. Billing will be in advance and payment is due 30 days after the **Regional District** mails the bill.
7. A penalty of \$2.00 will be applied to fees not collected by the due date as recorded on the invoice.



**M E M O R A N D U M**

**TO:** Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** June 4, 2013  
**RE:** Finance Warrant No.529

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**Recommendation:**

That the Board of Directors approves Finance Warrant Number 529 in the amount of \$658,992.28 dated May 31, 2013.

**Chief Administrative Officer Comments:**

Concur

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**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

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Submitted by: Teri Fong, CGA, Manager of Finance

  
\_\_\_\_\_

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



**AP5100** **Page : 1**  
**Date :** Jun 04, 2013 **Time :** 3:36 pm  
**Bank :** 1 To 3  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

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

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Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
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<b>0019</b>	<b>0946982 BC LTD (DBA - ACE FLAGGING)</b>					
33936	06-May-2013	Issued	86	C		340.20
102-1620	01-4-2500-000	PAYABLES - TRADE		340.20		
Invoice Description --> BCWS - 7935 BEAVER CREEK ROAD - SYSTEM MAINTENANCE						
<b>Total :</b>				340.20	0.00	340.20
<b>Supplier Total :</b>				340.20	0.00	340.20
<b>0030</b>	<b>ACKLANDS-GRAINGER INC.</b>					
33937	06-May-2013	Issued	86	C		129.66
4354 0508289	01-4-2500-000	PAYABLES - TRADE		129.66		
Invoice Description --> BCWS - SUPPLIES - GLOVES						
<b>Total :</b>				129.66	0.00	129.66
34001	15-May-2013	Issued	93	C		138.83
4354 0508826	01-4-2500-000	PAYABLES - TRADE		138.83		
Invoice Description --> BCVFD - HALL SUPPLIES						
<b>Total :</b>				138.83	0.00	138.83
34040	24-May-2013	Issued	99	C		200.99
4354 0508978	01-4-2500-000	PAYABLES - TRADE		200.99		
Invoice Description --> BCWS - SMALL TOOLS						
<b>Total :</b>				200.99	0.00	200.99
<b>Supplier Total :</b>				469.48	0.00	469.48
<b>0056</b>	<b>AIRGAS CANADA INC.</b>					
34002	15-May-2013	Issued	93	C		12.00
149688	01-4-2500-000	PAYABLES - TRADE		12.00		
Invoice Description --> BCVFD - GAS SUPPLIES						
<b>Total :</b>				12.00	0.00	12.00
<b>Supplier Total :</b>				12.00	0.00	12.00
<b>0060</b>	<b>ALBERNI COMMUNICATIONS &amp; ELECTRONICS</b>					
33938	06-May-2013	Issued	86	C		73.92
13984	01-4-2500-000	PAYABLES - TRADE		73.92		
Invoice Description --> BCVFD - REPAIR OF RADIO EQUIPMENT - BATTERY ISSUE						
<b>Total :</b>				73.92	0.00	73.92
<b>Supplier Total :</b>				73.92	0.00	73.92
<b>0021</b>	<b>ALBERNI DISTRICT CO-OP ASSOCIATION</b>					
34000	15-May-2013	Issued	93	C		1108.98
BCWS - APR30/13	01-4-2500-000	PAYABLES - TRADE		540.58		
Invoice Description --> BCWS - APRIL 2013 FUEL COSTS						

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



**AP5100** **Page : 2**  
**Date :** Jun 04, 2013 **Time :** 3:36 pm  
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**Trans. Date :** 01-May-2013 To 31-May-2013  
**Cheque Date :** 01-May-2013 To 31-May-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name					
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Invoice Description --> BCVFD - APRIL FUEL COSTS						
<b>Total :</b>				1108.98	0.00	1108.98
<b>Supplier Total :</b>				1108.98	0.00	1108.98
<b>0032</b>	<b>ALBERNI LANDSCAPING</b>					
00008-0001	14-May-2013	Issued	92	T		351.75
005322	01-4-2500-000	PAYABLES - TRADE		99.75		
Invoice Description --> ACRD OFFICE - WEED CONTROL AROUND OFFICE						
005321	01-4-2500-000	PAYABLES - TRADE		252.00		
Invoice Description --> AVRA - LANDSCAPING - SPRAYING WEEDS AROUND FUEL TANKS						
<b>Total :</b>				351.75	0.00	351.75
<b>Supplier Total :</b>				351.75	0.00	351.75
<b>0290</b>	<b>ALBERNI PAVING &amp; CONTRACTING LTD.</b>					
33943	06-May-2013	Issued	86	C		1061.50
APRIL2013	01-4-2500-000	PAYABLES - TRADE		1061.50		
Invoice Description --> BCWS - GRANDVIEW ROAD REPAIRS						
<b>Total :</b>				1061.50	0.00	1061.50
<b>Supplier Total :</b>				1061.50	0.00	1061.50
<b>0213</b>	<b>ALBERNI TOWING</b>					
33941	06-May-2013	Issued	86	C		193.20
16820	01-4-2500-000	PAYABLES - TRADE		193.20		
Invoice Description --> BCVFD - TOWING TWO VEHICLES TO COMPOUND						
<b>Total :</b>				193.20	0.00	193.20
34004	15-May-2013	Issued	93	C		72.45
18024	01-4-2500-000	PAYABLES - TRADE		72.45		
Invoice Description --> BCVFD - TRAINING						
<b>Total :</b>				72.45	0.00	72.45
<b>Supplier Total :</b>				265.65	0.00	265.65
<b>0455</b>	<b>ALBERNI VALLEY REFRIGERATION LTD.</b>					
34006	15-May-2013	Issued	93	C		425.25
20137345	01-4-2500-000	PAYABLES - TRADE		99.75		
Invoice Description --> ACRD OFFICE - HEAT PUMP FAILS TO COOL - LOCKED CONTROL BOARD						
20137344	01-4-2500-000	PAYABLES - TRADE		325.50		
Invoice Description --> LBA - HEATING & COOLOING SYSTEM MAINTENANCE						
<b>Total :</b>				425.25	0.00	425.25

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



**AP5100** **Page : 3**  
**Date :** Jun 04, 2013 **Time :** 3:36 pm  
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-----							
<b>0076</b>	<b>ALBERNI VALLEY BULLDOGS</b>						
33939	06-May-2013	Issued	86	C			4000.00
AVLF-APR29/13	01-4-2500-000	PAYABLES - TRADE			4000.00		
Invoice Description -->		AVLF RECYCLING EDUCATION PROGRAM					
<b>Total :</b>					4000.00	0.00	4000.00
<b>Supplier Total :</b>					4000.00	0.00	4000.00
-----							
<b>0095</b>	<b>ALBERNI VALLEY CHAMBER OF COMMERCE</b>						
33940	06-May-2013	Issued	86	C			36.75
9837	01-4-2500-000	PAYABLES - TRADE			36.75		
Invoice Description -->		ACRD - COMMUNITY EXCELLENCE AWARDS - SOLDA					
<b>Total :</b>					36.75	0.00	36.75
<b>Supplier Total :</b>					36.75	0.00	36.75
-----							
<b>0207</b>	<b>ALPORT INSURANCE AGENCIES INC.</b>						
34041	24-May-2013	Issued	99	C			36.75
9858	01-4-2500-000	PAYABLES - TRADE			36.75		
Invoice Description -->		ACRD COMM - AGM LUNCHEON HELD AT CHANCES RIM ROCK - MAY 8, 2013					
<b>Total :</b>					36.75	0.00	36.75
<b>Supplier Total :</b>					73.50	0.00	73.50
-----							
<b>0207</b>	<b>ALPORT INSURANCE AGENCIES INC.</b>						
34003	15-May-2013	Issued	93	C			500.00
0089178	01-4-2500-000	PAYABLES - TRADE			500.00		
Invoice Description -->		2013 DIRECTOR ACCIDENTAL DEATH INSURANCE					
<b>Total :</b>					500.00	0.00	500.00
<b>Supplier Total :</b>					500.00	0.00	500.00
-----							
<b>0270</b>	<b>ANDREW SHERET LTD.</b>						
33942	06-May-2013	Issued	86	C			22.93
DISCOUNTAPR13	01-4-2500-000	PAYABLES - TRADE			-9.53		
Invoice Description -->		BCWS - DISCOUNT FOR EARLY PAYMENT TAKEN					
03-037658	01-4-2500-000	PAYABLES - TRADE			32.46		
Invoice Description -->		BCWS - SUPPLIES					
<b>Total :</b>					22.93	0.00	22.93
<b>Supplier Total :</b>					22.93	0.00	22.93
-----							
<b>0270</b>	<b>ANDREW SHERET LTD.</b>						
34005	15-May-2013	Issued	93	C			286.26
03-039004	01-4-2500-000	PAYABLES - TRADE			286.26		
Invoice Description -->		BCWS - SMALL TOOLS FOR METERS					
<b>Total :</b>					286.26	0.00	286.26
<b>Supplier Total :</b>					286.26	0.00	286.26
-----							
<b>0270</b>	<b>ANDREW SHERET LTD.</b>						
34042	24-May-2013	Issued	99	C			1309.71
03-039275	01-4-2500-000	PAYABLES - TRADE			1309.71		

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> BCWS SUPPLIES - METER PROJECT						
03-039854	01-4-2500-000	PAYABLES - TRADE		4172.31		
Invoice Description --> BCWS SUPPLIES - METER PROJECT						
<b>Total :</b>				5482.02	0.00	5482.02
<b>Supplier Total :</b>				5791.21	0.00	5791.21
<b>0394 ASSOCIATED FIRE SAFETY EQUIPMENT</b>						
34043	24-May-2013		Issued	99	C	63.84
11064	01-4-2500-000	PAYABLES - TRADE		63.84		
Invoice Description --> BCVFD - EQUIPMENT - GLOVES						
<b>Total :</b>				63.84	0.00	63.84
<b>Supplier Total :</b>				63.84	0.00	63.84
<b>0396 ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES</b>						
33944	06-May-2013		Issued	86	C	931.11
2013-19	01-4-2500-000	PAYABLES - TRADE		931.11		
Invoice Description --> 2013 AVICC ANNUAL DUES						
<b>Total :</b>				931.11	0.00	931.11
<b>Supplier Total :</b>				931.11	0.00	931.11
<b>0508 BAMFIELD BUILDERS SUPPLY</b>						
34007	15-May-2013		Issued	93	C	146.63
163271	01-4-2500-000	PAYABLES - TRADE		-5.13		
Invoice Description --> BWS SUPPLIES - CREDIT MEMO						
163109	01-4-2500-000	PAYABLES - TRADE		8.67		
Invoice Description --> BWS SUPPLIES FOR PUMPHOUSE						
163239	01-4-2500-000	PAYABLES - TRADE		143.09		
Invoice Description --> BWS SUPPLIES FOR RE-CHLORINE BULDING						
<b>Total :</b>				146.63	0.00	146.63
<b>Supplier Total :</b>				146.63	0.00	146.63
<b>0556 BARKLEY SOUND MANAGEMENT</b>						
33945	06-May-2013		Issued	86	C	9845.52
495471	01-4-2500-000	PAYABLES - TRADE		3895.50		
Invoice Description --> SALMON BEACH - TRANS \$2555, SEWAGE \$1155						
2013-5	01-4-2500-000	PAYABLES - TRADE		5950.02		
Invoice Description --> SB MGMT CONTRACT APRIL 16 TO MAY 15 , 2013						
<b>Total :</b>				9845.52	0.00	9845.52
<b>Supplier Total :</b>				9845.52	0.00	9845.52

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
34045	24-May-2013	Issued	99	C			12092.34
400002086111	01-4-2500-000	PAYABLES - TRADE			12092.34		
Invoice Description --> HYDRO - ACRD CONSOLIDATED							
<b>Total :</b>					12092.34	0.00	12092.34
<b>Supplier Total :</b>					12092.34	0.00	12092.34
<b>0998</b>	<b>BC LIFE AND CASUALTY COMPANY</b>						
33951	06-May-2013	Issued	86	C			1563.45
BCLIFEMAY13	01-4-2500-000	PAYABLES - TRADE			1563.45		
Invoice Description --> GROUP INSURANCE MAY 2013							
<b>Total :</b>					1563.45	0.00	1563.45
<b>Supplier Total :</b>					1563.45	0.00	1563.45
<b>0673</b>	<b>BC ONE CALL</b>						
33946	06-May-2013	Issued	86	C			30.24
201304837	01-4-2500-000	PAYABLES - TRADE			30.24		
Invoice Description --> BCWS - 1ST QUARTER MEMBERSHIP FEES							
<b>Total :</b>					30.24	0.00	30.24
<b>Supplier Total :</b>					30.24	0.00	30.24
<b>0700</b>	<b>BC TRANSIT</b>						
33947	06-May-2013	Issued	86	C			15416.00
313602	01-4-2500-000	PAYABLES - TRADE			15416.00		
Invoice Description --> MARCH 2013 CUSTOM TRANSIT							
<b>Total :</b>					15416.00	0.00	15416.00
<b>Supplier Total :</b>					15416.00	0.00	15416.00
<b>0740</b>	<b>BEAVER CREEK HOME CENTER</b>						
33948	06-May-2013	Issued	86	C			6.70
491557	01-4-2500-000	PAYABLES - TRADE			6.70		
Invoice Description --> BUILDING INSPECTION - FIELD SUPPLIES							
<b>Total :</b>					6.70	0.00	6.70
34046	24-May-2013	Issued	99	C			59.40
497069	01-4-2500-000	PAYABLES - TRADE			13.28		
Invoice Description --> ACRD OFFICE RENOVATIONS							
497421	01-4-2500-000	PAYABLES - TRADE			46.12		
Invoice Description --> BCWS - SMALL TOOLS AND SUPPLIES							
<b>Total :</b>					59.40	0.00	59.40
<b>Supplier Total :</b>					66.10	0.00	66.10

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0745</b>	<b>BEAVER CREEK MARKET</b>					
34047	24-May-2013	Issued	99	C	5053.85	
6336	01-4-2500-000	PAYABLES - TRADE		5053.85		
Invoice Description --> AVRA - SEEDS AND FERTILIZER						
<b>Total :</b>				5053.85	0.00	5053.85
<b>Supplier Total :</b>				5053.85	0.00	5053.85
<b>0791</b>	<b>BERRY &amp; VALE CONTRACTING LTD</b>					
33949	06-May-2013	Issued	86	C	99286.64	
1086	01-4-2500-000	PAYABLES - TRADE		33637.80		
Invoice Description --> WCLF APRIL CONTRACTOR & FREON REMOVAL \$36						
1085	01-4-2500-000	PAYABLES - TRADE		65648.84		
Invoice Description --> AVLF MARCH CONTRACTOR, FREON REMOVAL \$252, TELEPHONE LINE & SHACK WORK \$966						
<b>Total :</b>				99286.64	0.00	99286.64
<b>Supplier Total :</b>				99286.64	0.00	99286.64
<b>0827</b>	<b>BLAKEY ELECTRIC</b>					
34050	24-May-2013	Issued	99	C	235.00	
91430	01-4-2500-000	PAYABLES - TRADE		235.00		
Invoice Description --> BCVFD - INSTALL NEW CABLES AT HALL						
<b>Total :</b>				235.00	0.00	235.00
<b>Supplier Total :</b>				235.00	0.00	235.00
<b>4575</b>	<b>BRENDA SAUVE (PETTY CASH)</b>					
34093	28-May-2013	Issued	102	C	150.07	
PCMAY28/13	01-4-2500-000	PAYABLES - TRADE		150.07		
Invoice Description --> OFFICE \$119.05, SLMP \$8.41, BC PARKS \$18.80						
<b>Total :</b>				150.07	0.00	150.07
<b>Supplier Total :</b>				150.07	0.00	150.07
<b>0946</b>	<b>BRENNTAG CANADA INC</b>					
34092	24-May-2013	Issued	100	C	1181.24	
40357227	01-4-2500-000	PAYABLES - TRADE		-1260.00		
Invoice Description --> BCWS SUPPLIES - CREDIT MEMO						
40355865	01-4-2500-000	PAYABLES - TRADE		2441.24		
Invoice Description --> BCWS - CHLORINE SUPPLIES						
<b>Total :</b>				1181.24	0.00	1181.24
<b>Supplier Total :</b>				1181.24	0.00	1181.24
<b>0950</b>	<b>BRETT, JONATHAN</b>					
34052	24-May-2013	Issued	99	C	1000.00	

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
BRE159221	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION						
<b>Total :</b>				1000.00	0.00	1000.00
<b>Supplier Total :</b>				1000.00	0.00	1000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0987	BULL HOUSSER					
33950	06-May-2013		Issued	86	C	3329.32
12-4003A	01-4-2500-000	PAYABLES - TRADE		3329.32		
Invoice Description --> ACRD - LEGAL FEES						
<b>Total :</b>				3329.32	0.00	3329.32
<b>Supplier Total :</b>				3329.32	0.00	3329.32

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1035	BUTLER, LES					
00008-0002	14-May-2013		Issued	92	T	3163.12
2013-04	01-4-2500-000	PAYABLES - TRADE		3163.12		
Invoice Description --> BWS - APRIL 2013 CONTRACTOR						
<b>Total :</b>				3163.12	0.00	3163.12
<b>Supplier Total :</b>				3163.12	0.00	3163.12

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1194	CANSCOTT MANAGEMENT SERVICES LTD.					
33952	06-May-2013		Issued	86	C	1575.00
130413	01-4-2500-000	PAYABLES - TRADE		1575.00		
Invoice Description --> PROFESSIONAL DEVELOPMENT - DANIELS						
<b>Total :</b>				1575.00	0.00	1575.00
<b>Supplier Total :</b>				1575.00	0.00	1575.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1270	CDW CANADA INC					
33953	06-May-2013		Issued	86	C	2628.97
BQ82960	01-4-2500-000	PAYABLES - TRADE		-70.44		
Invoice Description --> ACRD OFFICE - COMPUTER EXPENSES - KEYBOARD CREDIT MEMO						
BT84290	01-4-2500-000	PAYABLES - TRADE		20.34		
Invoice Description --> ACRD COMPUTER EXPENSES - IPAD CHARGER CABLE						
BN03245	01-4-2500-000	PAYABLES - TRADE		48.18		
Invoice Description --> ACRD OFFICE - COMPUTER EXPENSES -1 GB HARD DRIVE						
BT83422	01-4-2500-000	PAYABLES - TRADE		185.92		
Invoice Description --> ACRD COMPUTER EXPENSE - SERVER UPGRADES						
BV43713	01-4-2500-000	PAYABLES - TRADE		348.45		
Invoice Description --> ACRD COMPUTER EXPENSE - SERVER UPGRADES						
BT08426	01-4-2500-000	PAYABLES - TRADE		991.84		
Invoice Description --> ACRD - COMPUTER EXPENSES - SCANNER FUJITSU FI-6130Z						
BM44405	01-4-2500-000	PAYABLES - TRADE		1104.68		
Invoice Description --> ACRD - COMPUTER EXPENSE - HP SB 8300ES LAPTOP						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1316 CERTITECH IT SERVICES</b>						
34053	24-May-2013	Issued	99	C		1873.00
CD25652	01-4-2500-000	PAYABLES - TRADE		1873.00		
Invoice Description --> ACRD COMPUTER EXPENSE - SERVER UPGRADES						
<b>Total :</b>				2628.97	0.00	2628.97
<b>Supplier Total :</b>				1873.00	0.00	1873.00
<b>Supplier Total :</b>				4501.97	0.00	4501.97
<b>1378 CIT</b>						
34010	15-May-2013	Issued	93	C		5040.00
117	01-4-2500-000	PAYABLES - TRADE		5040.00		
Invoice Description --> APRIL 2013 IT SUPPORT SERVICES (\$4200) BCWS ITRON SETUP (\$600)						
<b>Total :</b>				5040.00	0.00	5040.00
<b>Supplier Total :</b>				5040.00	0.00	5040.00
<b>1378 CIT</b>						
33954	06-May-2013	Issued	86	C		245.28
MAY2013LEASE	01-4-2500-000	PAYABLES - TRADE		245.28		
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001						
<b>Total :</b>				245.28	0.00	245.28
<b>Supplier Total :</b>				245.28	0.00	245.28
<b>1378 CIT</b>						
34055	24-May-2013	Issued	99	C		245.28
14129213	01-4-2500-000	PAYABLES - TRADE		245.28		
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001 - JUNE 2013						
<b>Total :</b>				245.28	0.00	245.28
<b>Supplier Total :</b>				490.56	0.00	490.56
<b>1342 CITY OF PORT ALBERNI</b>						
34054	24-May-2013	Issued	99	C		279.79
MAY8/13	01-4-2500-000	PAYABLES - TRADE		279.79		
Invoice Description --> ACRD OFFICE - WATER & SEWER CHARGES JANUARY TO APRIL 2013						
<b>Total :</b>				279.79	0.00	279.79
<b>Supplier Total :</b>				279.79	0.00	279.79
<b>1434 COLUMBIA ICE</b>						
33955	06-May-2013	Issued	86	C		69.60
075058/085873	01-4-2500-000	PAYABLES - TRADE		69.60		
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				69.60	0.00	69.60
<b>Supplier Total :</b>				69.60	0.00	69.60

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0806</b>	<b>CORIX - CONTROL SOLUTIONS</b>					
34049	24-May-2013	Issued	99	C	1828.82	
INV29614	01-4-2500-000	PAYABLES - TRADE		145.62		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES						
INV29680	01-4-2500-000	PAYABLES - TRADE		1683.20		
Invoice Description --> BCWS - PUMPHOUSE WATER QUALITY KIT						
<b>Total :</b>				1828.82	0.00	1828.82
<b>Supplier Total :</b>				1828.82	0.00	1828.82
<b>0801</b>	<b>CORIX WATER PRODUCTS LTD.</b>					
34008	15-May-2013	Issued	93	C	1616.39	
1031330723	01-4-2500-000	PAYABLES - TRADE		157.21		
Invoice Description --> BWS - SUPPLIES						
1031330717	01-4-2500-000	PAYABLES - TRADE		1459.18		
Invoice Description --> BWS - SUPPLIES - LIQUID CHLORINE						
<b>Total :</b>				1616.39	0.00	1616.39
<b>Supplier Total :</b>				1616.39	0.00	1616.39
34048	24-May-2013	Issued	99	C	283.56	
1031334356	01-4-2500-000	PAYABLES - TRADE		81.11		
Invoice Description --> BWS - SUPPLIES						
1031330353	01-4-2500-000	PAYABLES - TRADE		90.45		
Invoice Description --> BWS - SUPPLIES						
1031330483	01-4-2500-000	PAYABLES - TRADE		112.00		
Invoice Description --> BWS - SUPPLIES						
<b>Total :</b>				283.56	0.00	283.56
<b>Supplier Total :</b>				283.56	0.00	283.56
<b>1650</b>	<b>CUPE - LOCAL 118</b>					
34011	15-May-2013	Issued	93	C	1238.14	
DUESAPR13	01-4-2500-000	PAYABLES - TRADE		1238.14		
Invoice Description --> APRIL 2013 UNION DUES						
<b>Total :</b>				1238.14	0.00	1238.14
<b>Supplier Total :</b>				1238.14	0.00	1238.14
<b>1661</b>	<b>DAGERT, TANIS</b>					
33956	06-May-2013	Issued	86	C	4583.33	
109	01-4-2500-000	PAYABLES - TRADE		4583.33		
Invoice Description --> HEALTH NETWORK COORDINATOR - MARCH 2013 CONTRACT						
<b>Total :</b>				4583.33	0.00	4583.33
<b>Supplier Total :</b>				4583.33	0.00	4583.33

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
34012	15-May-2013		Issued	93	C	79307.79		
8574	01-4-2500-000	PAYABLES - TRADE			2520.00			
Invoice Description --> BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE - EXTRA'S - ANTI-CLIMB BARS								
8569	01-4-2500-000	PAYABLES - TRADE			76787.79			
Invoice Description --> BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE - FINAL - HOLDBACK								
<b>Total :</b>						79307.79	0.00	79307.79
<b>Supplier Total :</b>						79307.79	0.00	79307.79

1709	DEER BAY CONTRACTING							
34013	15-May-2013		Issued	93	C	4800.48		
2234	01-4-2500-000	PAYABLES - TRADE			46.08			
Invoice Description --> SALMON BEACH - SEWAGE REPAIR								
2248	01-4-2500-000	PAYABLES - TRADE			727.65			
Invoice Description --> SALMON BEACH - TRANSPORTATION - 3/4 CRUSH								
2240	01-4-2500-000	PAYABLES - TRADE			868.35			
Invoice Description --> SALMON BEACH - RECREATION - BOAT RAMP								
2239	01-4-2500-000	PAYABLES - TRADE			1373.40			
Invoice Description --> SALMON BEACH - TRANSPORTATION - ROAD GRADING								
2242	01-4-2500-000	PAYABLES - TRADE			1785.00			
Invoice Description --> SALMON BEACH - RECREATION - BOAT RAMP REPAIR								
<b>Total :</b>						4800.48	0.00	4800.48
<b>Supplier Total :</b>						4800.48	0.00	4800.48
34056	24-May-2013		Issued	99	C	3065.44		
2230	01-4-2500-000	PAYABLES - TRADE			3065.44			
Invoice Description --> SALMON BEACH - TRANSPORTATION								
<b>Total :</b>						3065.44	0.00	3065.44
<b>Supplier Total :</b>						7865.92	0.00	7865.92

1845	DUMAS FREIGHT CO.							
33957	06-May-2013		Issued	86	C	160.49		
16489	01-4-2500-000	PAYABLES - TRADE			160.49			
Invoice Description --> BCWS - FREIGHT								
<b>Total :</b>						160.49	0.00	160.49
<b>Supplier Total :</b>						160.49	0.00	160.49

1847	DUPERE, JOHANNE							
34057	24-May-2013		Issued	99	C	200.00		
DUP159222	01-4-2500-000	PAYABLES - TRADE			200.00			
Invoice Description --> SPROAT PARKS CARETAKER								
<b>Total :</b>						200.00	0.00	200.00
<b>Supplier Total :</b>						200.00	0.00	200.00

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**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	
<b>0940</b>	<b>DUVALL, EDITH</b>					
33934	02-May-2013	Issued	84	C		1650.00
BRA125658935	01-4-2500-000	PAYABLES - TRADE		1650.00		
Invoice Description --> JANITORIAL EXP						
<b>Total :</b>				1650.00	0.00	1650.00
<b>Supplier Total :</b>				1650.00	0.00	1650.00
<b>1883</b>	<b>EAGLE EYE ENTERPRISES LTD</b>					
34014	15-May-2013	Issued	93	C		735.00
1312	01-4-2500-000	PAYABLES - TRADE		735.00		
Invoice Description --> SALMON BEACH - SANI FIELD MAINTENANCE						
<b>Total :</b>				735.00	0.00	735.00
<b>Supplier Total :</b>				735.00	0.00	735.00
<b>1921</b>	<b>EDWARDS, DALE</b>					
33958	06-May-2013	Issued	86	C		160.00
155332	01-4-2500-000	PAYABLES - TRADE		160.00		
Invoice Description --> MSWS - REPAIR WATER LINE 262 KARN AVE						
<b>Total :</b>				160.00	0.00	160.00
<b>Supplier Total :</b>				160.00	0.00	160.00
<b>1950</b>	<b>ENEX FUELS</b>					
33959	06-May-2013	Issued	86	C		2273.11
103499	01-4-2500-000	PAYABLES - TRADE		2273.11		
Invoice Description --> AVRA FUEL - 100LL - ACCOUNT #803110						
<b>Total :</b>				2273.11	0.00	2273.11
<b>34015</b>	<b>15-May-2013</b>	<b>Issued</b>	<b>93</b>	<b>C</b>		<b>11123.64</b>
103994	01-4-2500-000	PAYABLES - TRADE		11123.64		
Invoice Description --> AVRA FUEL - JET A-1 - ACCOUNT #803110						
<b>Total :</b>				11123.64	0.00	11123.64
<b>Supplier Total :</b>				13396.75	0.00	13396.75
<b>1971</b>	<b>ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM</b>					
34059	24-May-2013	Issued	99	C		262.50
20130276	01-4-2500-000	PAYABLES - TRADE		262.50		
Invoice Description --> WATER SYSTEM CLASSIFICATION FEES - LBA, MSWS, BWS, BCWS & COUGAR SMITH PARK -						
<b>Total :</b>				262.50	0.00	262.50
<b>Supplier Total :</b>				262.50	0.00	262.50

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Supplier	Supplier Name	Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>1970</b>	<b>EQUIFAX CANADA INC.</b>						
34058	24-May-2013		Issued	99	C 10.50		
7796769	01-4-2500-000	PAYABLES - TRADE			10.50		
Invoice Description --> AVLF - CREDIT CHECK FEES							
<b>Total :</b>					10.50	0.00	10.50
<b>Supplier Total :</b>					10.50	0.00	10.50

<b>1990</b>	<b>EVITT ELECTRIC</b>						
33960	06-May-2013		Issued	86	C 78.38		
54948A	01-4-2500-000	PAYABLES - TRADE			78.38		
Invoice Description --> BCVFD - EQUIPMENT - 6 VOLT BATTERY							
<b>Total :</b>					78.38	0.00	78.38
<b>Supplier Total :</b>					78.38	0.00	78.38

<b>2031</b>	<b>FIVE STAR EMBROIDERY &amp; SILK SCREEN LTD.</b>						
34061	24-May-2013		Issued	99	C 1344.00		
1019865	01-4-2500-000	PAYABLES - TRADE			1344.00		
Invoice Description --> BCVFD - UNIFORMS							
<b>Total :</b>					1344.00	0.00	1344.00
<b>Supplier Total :</b>					1344.00	0.00	1344.00

<b>2042</b>	<b>FOLWELL CREEK CONSTRUCTION</b>						
34062	24-May-2013		Issued	99	C 3079.90		
078237	01-4-2500-000	PAYABLES - TRADE			3079.90		
Invoice Description --> OFFICE RENOVATIONS - BOARD ROOM FEATURE WALL, HALLWAY AND PROJECTOR MOUNT:							
<b>Total :</b>					3079.90	0.00	3079.90
<b>Supplier Total :</b>					3079.90	0.00	3079.90

<b>2067</b>	<b>FORTISBC</b>						
33962	06-May-2013		Issued	86	C 121.74		
APR29/13	01-4-2500-000	PAYABLES - TRADE			121.74		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL							
<b>Total :</b>					121.74	0.00	121.74
<b>Supplier Total :</b>					121.74	0.00	121.74

<b>2073</b>	<b>FORTUNE, MARK</b>				
33963	06-May-2013		Issued	86	C 333.62
APR29/13	01-4-2500-000	PAYABLES - TRADE			333.62
Invoice Description --> LBA - FUEL FOR VEHICLES - REIMBURSEMENT					

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Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>Total :</b>				333.62	0.00		333.62
34017	15-May-2013	Issued	93	C			186.30
MAY2/13	01-4-2500-000	PAYABLES - TRADE		186.30			
Invoice Description --> LBA - FUEL FOR VEHICLES - REIMBURSEMENT							
<b>Total :</b>				186.30	0.00		186.30
<b>Supplier Total :</b>				519.92	0.00		519.92
-----							
<b>2066</b>	<b>FOUR STAR WATERWORKS LTD</b>						
33961	06-May-2013	Issued	86	C			170.97
41099	01-4-2500-000	PAYABLES - TRADE		170.97			
Invoice Description --> MSWS - SUPPLIES							
<b>Total :</b>				170.97	0.00		170.97
<b>Supplier Total :</b>				170.97	0.00		170.97
-----							
<b>4156</b>	<b>GENIVAR INC.</b>						
33984	06-May-2013	Issued	86	C			1249.13
0321471	01-4-2500-000	PAYABLES - TRADE		1249.13			
Invoice Description --> LBA APR TO JUNE 2013 LANDING FEE SOFTWARE MAINTENANCE AGREEMENT							
<b>Total :</b>				1249.13	0.00		1249.13
<b>Supplier Total :</b>				1249.13	0.00		1249.13
-----							
<b>2300</b>	<b>GRAND &amp; TOY</b>						
33964	06-May-2013	Issued	86	C			665.66
E694148	01-4-2500-000	PAYABLES - TRADE		85.02			
Invoice Description --> OFFICE SUPPLIES							
E659097	01-4-2500-000	PAYABLES - TRADE		190.50			
Invoice Description --> ACRD OFFICE SUPPLIES - FLOOR MAT							
E694147	01-4-2500-000	PAYABLES - TRADE		190.50			
Invoice Description --> OFFICE SUPPLIES							
E712055	01-4-2500-000	PAYABLES - TRADE		199.64			
Invoice Description --> ACRD OFFICE - PAPER							
<b>Total :</b>				665.66	0.00		665.66
34063	24-May-2013	Issued	99	C			110.62
E758457	01-4-2500-000	PAYABLES - TRADE		13.98			
Invoice Description --> SLMP - BUSINESS CARDS							
E735511	01-4-2500-000	PAYABLES - TRADE		96.64			
Invoice Description --> OFFICE SUPPLIES - PLANNING \$76.19, SLMP \$12.49							
<b>Total :</b>				110.62	0.00		110.62
<b>Supplier Total :</b>				776.28	0.00		776.28

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2366</b>	<b>HACH SALES &amp; SERVICE CANADA LP</b>					
33966	06-May-2013	Issued	86	C		585.65
63184	01-4-2500-000	PAYABLES - TRADE		585.65		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES						
<b>Total :</b>				585.65	0.00	585.65
<b>Supplier Total :</b>				585.65	0.00	585.65

<b>2452</b>	<b>HEATHERBRAE BUILDERS CO. LTD.</b>					
33967	06-May-2013	Issued	86	C		47995.30
PC#6	01-4-2500-000	PAYABLES - TRADE		21673.75		
Invoice Description --> SLVFD - FIREHALL SEISMIC UPGRADE - PAYMENT CERTIFICATE #6						
PC#5	01-4-2500-000	PAYABLES - TRADE		26321.55		
Invoice Description --> SLVFD - FIREHALL SEISMIC UPGRADE - PAYMENT CERTIFICATE #5						
<b>Total :</b>				47995.30	0.00	47995.30
<b>Supplier Total :</b>				47995.30	0.00	47995.30

<b>2485</b>	<b>HOLDER, DAN</b>					
34065	24-May-2013	Issued	99	C		4226.80
MAY9/13	01-4-2500-000	PAYABLES - TRADE		4226.80		
Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - APRIL 2013						
<b>Total :</b>				4226.80	0.00	4226.80
<b>Supplier Total :</b>				4226.80	0.00	4226.80

<b>2491</b>	<b>HOLLAND KATHLEEN (PETTY CASH)</b>					
00008-0003	14-May-2013	Issued	92	T		239.36
APR30/12	01-4-2500-000	PAYABLES - TRADE		239.36		
Invoice Description --> SALMON BEACH - SEWAGE \$190.48, TRANSPORATION \$37.49						
<b>Total :</b>				239.36	0.00	239.36

33968	06-May-2013	Issued	86	C		268.04
MAR31/13	01-4-2500-000	PAYABLES - TRADE		116.77		
Invoice Description --> SALMON BEACH - SECURITY \$14.97, SEWAGE \$95.24						
APR17/13	01-4-2500-000	PAYABLES - TRADE		151.27		
Invoice Description --> SALMON BEACH - SECURITY						
<b>Total :</b>				268.04	0.00	268.04
<b>Supplier Total :</b>				507.40	0.00	507.40

<b>2499</b>	<b>HOMETOWN AUTOMOTIVE LTD.</b>					
34018	15-May-2013	Issued	93	C		406.93
3234	01-4-2500-000	PAYABLES - TRADE		33.43		
Invoice Description --> BOWS - TOYOTA TACOMA - WIPER BLADE REPLACEMENT						
3205	01-4-2500-000	PAYABLES - TRADE		66.92		

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Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Invoice Description --> BCWS - 2003 DODGE DAKOTA - LIGHT REPAIR							
3233	01-4-2500-000	PAYABLES - TRADE		306.58			
Invoice Description --> 2007 JEEP LIBERTY - MUFFLER REMOVE & REPLACE							
<b>Total :</b>				406.93	0.00		406.93
34066	24-May-2013	Issued	99	C			75.77
2158	01-4-2500-000	PAYABLES - TRADE		75.77			
Invoice Description --> 2011 FORD RANGER - OIL LUBE FILTER & TIRE ROTATION							
<b>Total :</b>				75.77	0.00		75.77
<b>Supplier Total :</b>				482.70	0.00		482.70
-----							
<b>2560</b>	<b>HOULE PRINTING</b>						
33969	06-May-2013	Issued	86	C			1214.64
11932	01-4-2500-000	PAYABLES - TRADE		283.92			
Invoice Description --> ACRD - VEHICLE MAINTENANCE LOG BOOKS							
11979	01-4-2500-000	PAYABLES - TRADE		395.36			
Invoice Description --> BUILDING INSPECTION - INSPECTION REPORT FORMS							
11960	01-4-2500-000	PAYABLES - TRADE		535.36			
Invoice Description --> AVLF - RECYCLING STICKERS							
<b>Total :</b>				1214.64	0.00		1214.64
<b>Supplier Total :</b>				1214.64	0.00		1214.64
-----							
<b>2580</b>	<b>HUB FIRE ENGINES &amp; EQUIPMENT LTD.</b>						
33970	06-May-2013	Issued	86	C			9736.65
27070	01-4-2500-000	PAYABLES - TRADE		258.09			
Invoice Description --> BCVFD - BATTERY CHARGER - TRUCK 50							
27057	01-4-2500-000	PAYABLES - TRADE		9478.56			
Invoice Description --> BCVFD - TRUCK #51 TANK REPLACEMENT							
<b>Total :</b>				9736.65	0.00		9736.65
<b>Supplier Total :</b>				9736.65	0.00		9736.65
-----							
<b>2651</b>	<b>INSIGHT CANADA INC.</b>						
34068	24-May-2013	Issued	99	C			325.02
720039313	01-4-2500-000	PAYABLES - TRADE		325.02			
Invoice Description --> ACRD COMPUTER - SERVER							
<b>Total :</b>				325.02	0.00		325.02
<b>Supplier Total :</b>				325.02	0.00		325.02
-----							
<b>2720</b>	<b>INTER-MTN. TESTING LTD.</b>						
34069	24-May-2013	Issued	99	C			1102.50
T13-156	01-4-2500-000	PAYABLES - TRADE		1102.50			
Invoice Description --> BCVFD - LADDER TESTING TO NFPA STANDARDS							

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Total :</b>				1102.50	0.00	1102.50
<b>Supplier Total :</b>				1102.50	0.00	1102.50

**2787 JACKSON, ROBERT**

34070	24-May-2013		Issued	99	C	60.00	
CSPNOV1259225	01-4-2500-000	PAYABLES - TRADE			60.00		
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE							
<b>Total :</b>					60.00	0.00	60.00
<b>Supplier Total :</b>					60.00	0.00	60.00

**2840 JUSTICE INSTITUTE**

33971	06-May-2013		Issued	86	C	315.00	
20034290	01-4-2500-000	PAYABLES - TRADE			315.00		
Invoice Description --> BCVFD - FIRST RESPONDER TRAINING - 4 STUDENTS							
<b>Total :</b>					315.00	0.00	315.00
<b>Supplier Total :</b>					315.00	0.00	315.00

**2877 KOERS & ASSOCIATES ENGINEERING LTD.**

34071	24-May-2013		Issued	99	C	11399.75	
1204-016	01-4-2500-000	PAYABLES - TRADE			-82.79		
Invoice Description --> BCWS - KITSUKSIS RESERVOIR - GAS TAX INITIATIVE							
1232-005	01-4-2500-000	PAYABLES - TRADE			11482.54		
Invoice Description --> BCWS - STRICT ROAD PUMP STATION - GAS TAX INITIATIVE							
<b>Total :</b>					11399.75	0.00	11399.75
<b>Supplier Total :</b>					11399.75	0.00	11399.75

**3025 LADY ROSE MARINE SERVICES**

34072	24-May-2013		Issued	99	C	1439.67
2010-11094	01-4-2500-000	PAYABLES - TRADE			12.08	
Invoice Description --> BWS - SHIPPING FOR WATER SUPPLIES						
2010-10984	01-4-2500-000	PAYABLES - TRADE			25.20	
Invoice Description --> BWS - SHIPPING FOR WATER SUPPLIES						
2010-11018	01-4-2500-000	PAYABLES - TRADE			184.39	
Invoice Description --> BWS - SHIPPING FOR WATER SUPPLIES						
1020-10940	01-4-2500-000	PAYABLES - TRADE			304.50	
Invoice Description --> AVLF - BAMFIELD WASTE TRANSPORT						
2010-10858	01-4-2500-000	PAYABLES - TRADE			304.50	
Invoice Description --> AVLF - BAMFIELD WASTE TRANSPORT						
2010-11052	01-4-2500-000	PAYABLES - TRADE			304.50	
Invoice Description --> AVLF - BAMFIELD WASTE TRANSPORT						
2010-11112	01-4-2500-000	PAYABLES - TRADE			304.50	
Invoice Description --> AVLF - BAMFIELD WASTE TRANSPORT						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Total :</b>				1439.67	0.00	1439.67
<b>Supplier Total :</b>				1439.67	0.00	1439.67

**3008 LAND TITLE AND SURVEY AUTHORITY OF B.C.**

34019	15-May-2013		Issued	93	C	23.90	
DVE12001	01-4-2500-000	PAYABLES - TRADE			23.90		
Invoice Description --> DEVELOPMENT VARIANCE DVE12001 - MESIC & DIROCCO							
<b>Total :</b>					23.90	0.00	23.90
<b>Supplier Total :</b>					23.90	0.00	23.90

**3011 LANDWORKS CONSULTANTS INC**

33972	06-May-2013		Issued	86	C	708.75	
13024	01-4-2500-000	PAYABLES - TRADE			708.75		
Invoice Description --> RURAL OCP'S PROJECT							
<b>Total :</b>					708.75	0.00	708.75
<b>Supplier Total :</b>					708.75	0.00	708.75

**3147 M & D AUTO PART LTD.**

34020	15-May-2013		Issued	93	C	189.79	
5771010	01-4-2500-000	PAYABLES - TRADE			-1.94		
Invoice Description --> BCFVD -TRUCK BC54 - CREDIT MEMO							
5770990	01-4-2500-000	PAYABLES - TRADE			8.50		
Invoice Description --> BCFVD - REPAIR PARTS FOR TRUCK BC54							
5775730	01-4-2500-000	PAYABLES - TRADE			183.23		
Invoice Description --> BCFVD - REPAIR PARTS FOR TRUCK BC54							
<b>Total :</b>					189.79	0.00	189.79
<b>Supplier Total :</b>					189.79	0.00	189.79

**3205 MAGIC MOMENTS**

33973	06-May-2013		Issued	86	C	56.00	
611983	01-4-2500-000	PAYABLES - TRADE			56.00		
Invoice Description --> SERVICE AWARD - SUTTON - 5 YEARS							
<b>Total :</b>					56.00	0.00	56.00
<b>Supplier Total :</b>					56.00	0.00	56.00

**3272 MCCONNELL, SHAWN**

000008-0004	14-May-2013		Issued	92	T	1588.86
574153	01-4-2500-000	PAYABLES - TRADE			771.75	
Invoice Description --> APRIL 2013 LONG BEACH AIRPORT WATER CONTRACTOR						
574152	01-4-2500-000	PAYABLES - TRADE			817.11	
Invoice Description --> APRIL 2013 MILLSTREAM WATER CONTRACTOR						

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Supplier :** 0001 To 9193  
**Trans. Date :** 01-May-2013 To 31-May-2013  
**Cheque Date :** 01-May-2013 To 31-May-2013  
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**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				1588.86	0.00	1588.86
<b>Supplier Total :</b>				1588.86	0.00	1588.86

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3270</b>	<b>MCCOY LAKE EXCAVATING LTD</b>					
33975	06-May-2013	Issued	86	C	648.10	
2680	01-4-2500-000	PAYABLES - TRADE		648.10		
Invoice Description --> BCWS - 7935 BEAVER CREEK ROAD WATER SYSTE REPAIR						
<b>Total :</b>				648.10	0.00	648.10
34073	24-May-2013	Issued	99	C	367.29	
2681	01-4-2500-000	PAYABLES - TRADE		367.29		
Invoice Description --> BCWS - 5389 HIGHLAND DRIVE WATER SERVICE CLEANUP						
<b>Total :</b>				367.29	0.00	367.29
<b>Supplier Total :</b>				1015.39	0.00	1015.39

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3269</b>	<b>MCCOY LAKE FARM</b>					
33974	06-May-2013	Issued	86	C	2744.50	
519719	01-4-2500-000	PAYABLES - TRADE		2744.50		
Invoice Description --> AVRA - GROUNDS MAINTENANCE						
<b>Total :</b>				2744.50	0.00	2744.50
34021	15-May-2013	Issued	93	C	4095.00	
519720	01-4-2500-000	PAYABLES - TRADE		4095.00		
Invoice Description --> AVRA - GROUNDS MAINTENANCE						
<b>Total :</b>				4095.00	0.00	4095.00
<b>Supplier Total :</b>				6839.50	0.00	6839.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3273</b>	<b>MCDUGALL'S LANDSCAPING</b>					
33976	06-May-2013	Issued	86	C	800.80	
2683	01-4-2500-000	PAYABLES - TRADE		128.80		
Invoice Description --> ACRD OFFICE - SALT APPLICATIONS JANUARY 8 & 9						
2684	01-4-2500-000	PAYABLES - TRADE		672.00		
Invoice Description --> ACRD OFFICE - JANUARY TO MARCH 2013 LANDSCAPING						
<b>Total :</b>				800.80	0.00	800.80
<b>Supplier Total :</b>				800.80	0.00	800.80

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3277</b>	<b>MCELHANNEY CONSULTING SERVICES LTD.</b>					
34074	24-May-2013	Issued	99	C	2625.00	
283763	01-4-2500-000	PAYABLES - TRADE		2625.00		
Invoice Description --> BCWS - INDEPEPANT REVIEW OF WATER SUPPLY						
<b>Total :</b>				2625.00	0.00	2625.00

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Supplier Total :</b>				2625.00	0.00	2625.00
<hr/>						
<b>3280</b>	<b>MCGILL &amp; ASSOCIATES ENGINEERING</b>					
34022	15-May-2013	Issued	93	C		1086.75
14237	01-4-2500-000	PAYABLES - TRADE		129.94		
Invoice Description --> AVLF NORTH EAST EXPANSION						
14233	01-4-2500-000	PAYABLES - TRADE		137.81		
Invoice Description --> AVLF GENERAL CONSULTING COSTS						
14235	01-4-2500-000	PAYABLES - TRADE		220.50		
Invoice Description --> AVLF ANNUAL REPORTING						
14234	01-4-2500-000	PAYABLES - TRADE		240.19		
Invoice Description --> WCLF GENERAL CONSULTING COSTS						
14236	01-4-2500-000	PAYABLES - TRADE		358.31		
Invoice Description --> WCLF ANNUAL REPORTING						
<b>Total :</b>				1086.75	0.00	1086.75
<b>Supplier Total :</b>				1086.75	0.00	1086.75
<hr/>						
<b>3287</b>	<b>McLEAN &amp; HIGGINS LTD.</b>					
34023	15-May-2013	Issued	93	C		521.34
34616	01-4-2500-000	PAYABLES - TRADE		521.34		
Invoice Description --> SL PARKS - COUGAR SMITH PARK UV BULBS AND FIXTURES REPLACED						
<b>Total :</b>				521.34	0.00	521.34
<b>Supplier Total :</b>				521.34	0.00	521.34
<hr/>						
<b>3505</b>	<b>MFA LEASING</b>					
AUTO59223	28-May-2013	Issued	98	E		2553.97
BAMFIRE59223	01-4-2500-000	PAYABLES - TRADE		2553.97		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT						
<b>Total :</b>				2553.97	0.00	2553.97
AUTO59224	28-May-2013	Issued	98	E		1654.31
LBATRACT59224	01-4-2500-000	PAYABLES - TRADE		1654.31		
Invoice Description --> LBA TRACTOR LEASE						
<b>Total :</b>				1654.31	0.00	1654.31
<b>Supplier Total :</b>				4208.28	0.00	4208.28
<hr/>						
<b>3340</b>	<b>MINISTER OF FINANCE</b>					
33977	06-May-2013	Issued	86	C		1666.50
MSPMAY13	01-4-2500-000	PAYABLES - TRADE		1666.50		
Invoice Description --> MSP PREMIUMS FOR MAY 2013						
<b>Total :</b>				1666.50	0.00	1666.50

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**Supplier :** 0001 To 9193  
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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 :** 1666.50 0.00 1666.50

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

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

**Supplier Total :** 654.98 0.00 654.98

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

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

**Supplier Total :** 19.20 0.00 19.20

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

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

**Supplier Total :** 31913.00 0.00 31913.00

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

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

**Supplier Total :** 7113.75 0.00 7113.75

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

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

**Supplier Total :** 7092.47 0.00 7092.47

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

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

**Supplier Total :** 14206.22 0.00 14206.22

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

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

**Supplier Total :** 156.24

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**Cheque Date :** 01-May-2013 To 31-May-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	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				156.24	0.00	156.24
<b>Supplier Total :</b>				156.24	0.00	156.24

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3647</b>	<b>NORTH ISLAND COLLEGE</b>					
34076	24-May-2013		Issued	99	C	1375.00
08-691838	01-4-2500-000	PAYABLES - TRADE			1375.00	
Invoice Description --> BCVFD - MODULE REVIEW & EVALUATION						
<b>Total :</b>				1375.00	0.00	1375.00
<b>Supplier Total :</b>				1375.00	0.00	1375.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3651</b>	<b>NORTH ISLAND LABORATORIES</b>					
33978	06-May-2013		Issued	86	C	105.00
85594	01-4-2500-000	PAYABLES - TRADE			105.00	
Invoice Description --> SALMON BEACH WATER TESTING - APRIL 2013						
<b>Total :</b>				105.00	0.00	105.00
<b>Supplier Total :</b>				105.00	0.00	105.00
<b>34025</b>	<b>15-May-2013</b>		Issued	93	C	2850.23
85754	01-4-2500-000	PAYABLES - TRADE			1273.13	
Invoice Description --> WCLF WATER TESTING						
85780	01-4-2500-000	PAYABLES - TRADE			1577.10	
Invoice Description --> WCLF WATER TESTING						
<b>Total :</b>				2850.23	0.00	2850.23
<b>Supplier Total :</b>				2955.23	0.00	2955.23

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2010</b>	<b>OUGHTRED COFFEE &amp; TEA LTD.</b>					
34016	15-May-2013		Issued	93	C	100.27
INV91408	01-4-2500-000	PAYABLES - TRADE			100.27	
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				100.27	0.00	100.27
<b>34060</b>	<b>24-May-2013</b>		Issued	99	C	100.27
INV92261	01-4-2500-000	PAYABLES - TRADE			100.27	
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				100.27	0.00	100.27
<b>Supplier Total :</b>				200.54	0.00	200.54

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>3821</b>	<b>PACIFIC INDUSTRIAL SCALE CO. LTD.</b>					
33980	06-May-2013		Issued	86	C	1898.40
VSE106828	01-4-2500-000	PAYABLES - TRADE			1898.40	
Invoice Description --> AVLF (1271.25) & WCLF (423.75) - SCALE SOFTWARE MAINTENANCE AGREEMENT MAY 1, 201:						
<b>Total :</b>				1898.40	0.00	1898.40

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**Batch No. :** All

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>Supplier Total :</b>				1898.40	0.00		1898.40
-----							
<b>3783</b>	<b>PALMER, GREG</b>						
34026	15-May-2013	Issued	93	C			118.72
MAY13/13	01-4-2500-000	PAYABLES - TRADE		118.72			
Invoice Description -->		SALMON BEACH - SECURITY - MATERIALS REIMBURSED					
<b>Total :</b>				118.72	0.00		118.72
<b>Supplier Total :</b>				118.72	0.00		118.72
-----							
<b>4010</b>	<b>PETRO CANADA</b>						
34077	24-May-2013	Issued	99	C			679.36
PCAPR29/13	01-4-2500-000	PAYABLES - TRADE		679.36			
Invoice Description -->		FUEL RD VEHICLES					
<b>Total :</b>				679.36	0.00		679.36
<b>Supplier Total :</b>				679.36	0.00		679.36
-----							
<b>3797</b>	<b>PITEAU ASSOCIATES</b>						
33979	06-May-2013	Issued	86	C			6745.01
16289	01-4-2500-000	PAYABLES - TRADE		2685.38			
Invoice Description -->		AVLF MONITORING PROGRAM - ANNUAL MONITORING PROGRAM					
16286	01-4-2500-000	PAYABLES - TRADE		4059.63			
Invoice Description -->		WCLF MONITORING PROGRAM - ANNUAL MONITORING PROGRAM					
<b>Total :</b>				6745.01	0.00		6745.01
<b>Supplier Total :</b>				6745.01	0.00		6745.01
-----							
<b>4041</b>	<b>PITNEY BOWES</b>						
33983	06-May-2013	Issued	86	C			321.54
LEASEBCWS	01-4-2500-000	PAYABLES - TRADE		321.54			
Invoice Description -->		BCWS - POSTAGE - METER LEASE - CONTRACT # 574685 - CUSTOMER B014326					
<b>Total :</b>				321.54	0.00		321.54
<b>Supplier Total :</b>				321.54	0.00		321.54
-----							
<b>4040</b>	<b>PITNEYWORKS</b>						
33982	06-May-2013	Issued	86	C			2.88
BCWS-POSTAGE LE	01-4-2500-000	PAYABLES - TRADE		2.88			
Invoice Description -->		BCWS - POSTAGE					
<b>Total :</b>				2.88	0.00		2.88
<b>Supplier Total :</b>				2.88	0.00		2.88

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
34027	15-May-2013	Issued	93	C		766.50
PIBC2013ANNCONF	01-4-2500-000	PAYABLES - TRADE		766.50		
Invoice Description --> 2013 PIBC ANNUAL CONFERENCE REGISTRATION - DYER - K2N4RRRCW67						
<b>Total :</b>				766.50	0.00	766.50
<b>Supplier Total :</b>				766.50	0.00	766.50

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
3995	06-May-2013	Issued	86	C		268.80
33981	01-4-2500-000	PAYABLES - TRADE		268.80		
6630						
Invoice Description --> SPROAT LAKE COMM ASSOC ANNUAL WEB HOSTING						
<b>Total :</b>				268.80	0.00	268.80
<b>Supplier Total :</b>				268.80	0.00	268.80

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
4180	06-May-2013	Issued	86	C		41.50
33985	01-4-2500-000	PAYABLES - TRADE		19.31		
419955519						
Invoice Description --> LBA - SHIPPING						
419881480	01-4-2500-000	PAYABLES - TRADE		22.19		
Invoice Description --> BCWS - SHIPPING						
<b>Total :</b>				41.50	0.00	41.50
<b>Supplier Total :</b>				41.50	0.00	41.50
34078	24-May-2013	Issued	99	C		28.28
420179595	01-4-2500-000	PAYABLES - TRADE		28.28		
Invoice Description --> REIMBURSED EXPENSE						
<b>Total :</b>				28.28	0.00	28.28
<b>Supplier Total :</b>				69.78	0.00	69.78

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
4187	06-May-2013	Issued	86	C		94.58
33986	01-4-2500-000	PAYABLES - TRADE		32.99		
67 946873						
Invoice Description --> OFFICE SUPPLES						
63294958	01-4-2500-000	PAYABLES - TRADE		61.59		
Invoice Description --> OFFICE EXPENSE						
<b>Total :</b>				94.58	0.00	94.58
<b>Supplier Total :</b>				94.58	0.00	94.58
34028	15-May-2013	Issued	93	C		81.23
61 791020	01-4-2500-000	PAYABLES - TRADE		81.23		
Invoice Description --> OFFICE SUPPLES						
<b>Total :</b>				81.23	0.00	81.23
<b>Supplier Total :</b>				175.81	0.00	175.81

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**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	
34029	15-May-2013	Issued	93	C		30.45
58875	01-4-2500-000	PAYABLES - TRADE		30.45		
Invoice Description --> STRATA PROPERTY LEGISLATION UPDATE 2013						
<b>Total :</b>				30.45	0.00	30.45
<b>Supplier Total :</b>				30.45	0.00	30.45

4223	RAINCOAST EDUCATION SOCIETY					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33987	06-May-2013	Issued	86	C		2000.00
APR18/13	01-4-2500-000	PAYABLES - TRADE		2000.00		
Invoice Description --> WCLF - WEST COAST RECYCLING EDUCATION CONTRIBUTION						
<b>Total :</b>				2000.00	0.00	2000.00
<b>Supplier Total :</b>				2000.00	0.00	2000.00

4220	RAYNER & BRACHT LTD					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
34030	15-May-2013	Issued	93	C		1887.20
2013068	01-4-2500-000	PAYABLES - TRADE		1887.20		
Invoice Description --> BAMFIELD BIN CHARGES						
<b>Total :</b>				1887.20	0.00	1887.20
<b>Supplier Total :</b>				1887.20	0.00	1887.20

4510	RBC ROYAL BANK VISA					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
34080	24-May-2013	Issued	99	C		1660.44
APR25/13	01-4-2500-000	PAYABLES - TRADE		1660.44		
Invoice Description --> BCFVD - TRAINING \$831.14, PHONE \$55.29, TRUCK 54 \$177.69, OFFICE \$343.36, AWARDS \$12!						
<b>Total :</b>				1660.44	0.00	1660.44
<b>Supplier Total :</b>				1660.44	0.00	1660.44

4280	RECEIVER GENERAL FOR CANADA					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
33988	06-May-2013	Issued	86	C		16173.31
PD7A - APR28/13-DI	01-4-2500-000	PAYABLES - TRADE		322.14		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING APRIL 28, 2013 - DIRECTORS						
PD7A - APR28/13	01-4-2500-000	PAYABLES - TRADE		15851.17		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING APRIL 28, 2013						
<b>Total :</b>				16173.31	0.00	16173.31
<b>Supplier Total :</b>				16173.31	0.00	16173.31

4281	RECEIVER GENERAL FOR CANADA					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
34031	15-May-2013	Issued	93	C		515.04
RA-PP#10	01-4-2500-000	PAYABLES - TRADE		515.04		
Invoice Description --> THIRD PARTY REMITTANCE PP#10						

**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	
<b>4280 RECEIVER GENERAL FOR CANADA</b>							
34079	24-May-2013		Issued	99	C	16712.74	
PD7A - MAY12/13-DI	01-4-2500-000	PAYABLES - TRADE			833.37		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY 12, 2013 - DIRECTORS							
PD7A - MAY12/13	01-4-2500-000	PAYABLES - TRADE			15879.37		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING MAY 12, 2013							
<b>Total :</b>					515.04	0.00	515.04
<b>Supplier Total :</b>					515.04	0.00	515.04
<b>4491 ROMPRE, SUZANNE</b>							
33989	06-May-2013		Issued	86	C	700.00	
APR1-30/13	01-4-2500-000	PAYABLES - TRADE			700.00		
Invoice Description --> APRIL 2013 BAMFIELD TRANSFER STATION CONTRACTOR							
<b>Total :</b>					700.00	0.00	700.00
<b>Supplier Total :</b>					700.00	0.00	700.00
<b>4645 SHAW CABLE</b>							
33990	06-May-2013		Issued	86	C	716.30	
09-APR-13	01-4-2500-000	PAYABLES - TRADE			716.30		
Invoice Description --> ACCT# 012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE - MAY 2013							
<b>Total :</b>					716.30	0.00	716.30
<b>4645 SHAW CABLE</b>							
34082	24-May-2013		Issued	99	C	742.84	
09-MAY-09	01-4-2500-000	PAYABLES - TRADE			742.84		
Invoice Description --> ACCT# 012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE - JUNE 2013							
<b>Total :</b>					742.84	0.00	742.84
<b>Supplier Total :</b>					1459.14	0.00	1459.14
<b>4611 SHRED-IT INC. - c/o V7429C</b>							
34081	24-May-2013		Issued	99	C	113.22	
9000537121	01-4-2500-000	PAYABLES - TRADE			113.22		
Invoice Description --> ACRD OFFICE - SHREDDING							
<b>Total :</b>					113.22	0.00	113.22
<b>Supplier Total :</b>					113.22	0.00	113.22
<b>4723 SMITTY'S</b>							
33991	06-May-2013		Issued	86	C	83.61	
943887	01-4-2500-000	PAYABLES - TRADE			83.61		

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	FIRE CHEIFS BREAKFAST - COMM MTGS					
943884	01-4-2500-000	PAYABLES - TRADE		115.46		
Invoice Description -->	FIRE CHEIFS BREAKFAST - COMM MTGS					
<b>Total :</b>				199.07	0.00	199.07
34083	24-May-2013	Issued	99	C		68.26
944019	01-4-2500-000	PAYABLES - TRADE		68.26		
Invoice Description -->	ACRD COMMITTE MEETINGS - FIRE CHEIFS					
<b>Total :</b>				68.26	0.00	68.26
<b>Supplier Total :</b>				267.33	0.00	267.33

<b>4725</b>		<b>SOFTCHOICE CORPORATION</b>				
33992	06-May-2013	Issued	86	C		1216.41
3343623	01-4-2500-000	PAYABLES - TRADE		192.16		
Invoice Description -->	BCWS - COMPUTER EXPENSE - WINDOWS 7 UPGRADE					
3343449	01-4-2500-000	PAYABLES - TRADE		1024.25		
Invoice Description -->	ACRD COMPUTER - HP LASERJET ENT M601DN					
<b>Total :</b>				1216.41	0.00	1216.41
<b>Supplier Total :</b>				1216.41	0.00	1216.41

<b>4728</b>		<b>SONBIRD REFUSE &amp; RECYCLING LTD.</b>				
34032	15-May-2013	Issued	93	C		18917.30
15643	01-4-2500-000	PAYABLES - TRADE		18917.30		
Invoice Description -->	APRIL WC GARBAGE & RECYCLING					
<b>Total :</b>				18917.30	0.00	18917.30
<b>Supplier Total :</b>				18917.30	0.00	18917.30

<b>4785</b>		<b>STEWART MCDANNOLD STUART</b>				
34033	15-May-2013	Issued	93	C		1138.52
64264	01-4-2500-000	PAYABLES - TRADE		1138.52		
Invoice Description -->	LEGAL FEES					
<b>Total :</b>				1138.52	0.00	1138.52
34084	24-May-2013	Issued	99	C		4110.70
64031	01-4-2500-000	PAYABLES - TRADE		766.60		
Invoice Description -->	LEGAL FEES					
64033	01-4-2500-000	PAYABLES - TRADE		1032.42		
Invoice Description -->	LEGAL FEES					
64032	01-4-2500-000	PAYABLES - TRADE		2311.68		
Invoice Description -->	LEGAL FEES					
<b>Total :</b>				4110.70	0.00	4110.70

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>4885 SUN COAST WASTE SERVICES</b>						
33993	06-May-2013		Issued	86	C 22107.40	
103396	01-4-2500-000	PAYABLES - TRADE			22107.40	
Invoice Description --> APRIL AV RECYCLING CONTRACT						
<b>Supplier Total :</b>				5249.22	0.00	5249.22
-----						
<b>4917 SUPERIOR PROPANE</b>						
34085	24-May-2013		Issued	99	C 291.03	
15851668	01-4-2500-000	PAYABLES - TRADE			291.03	
Invoice Description --> BWS ANNUAL PROPANE TANK RENTAL						
<b>Total :</b>				291.03	0.00	291.03
<b>Supplier Total :</b>				291.03	0.00	291.03
-----						
<b>5410 TD VISA</b>						
34091	24-May-2013		Issued	99	C 2052.29	
APR5/13CREDIT	01-4-2500-000	PAYABLES - TRADE			-1375.30	
Invoice Description --> AVICC - HOTEL ROOM REFUND \$1375.30						
APR5/13	01-4-2500-000	PAYABLES - TRADE			830.26	
Invoice Description --> ACRD OFFICE COMPUTER \$ 36.93, LBA COMPUTER \$ 54.99, ACRD OFFICE \$60.00, AR \$660.80						
MAY6/13	01-4-2500-000	PAYABLES - TRADE			2597.33	
Invoice Description --> AVICC 2014 PREPAID \$159.85, PLANNING TONER \$1365, EMER PLANNING \$55.74, COMPUTER						
<b>Total :</b>				2052.29	0.00	2052.29
<b>Supplier Total :</b>				2052.29	0.00	2052.29
-----						
<b>4984 TELUS</b>						
34087	24-May-2013		Issued	99	C 3071.99	
MAY7/13-1	01-4-2500-000	PAYABLES - TRADE			218.58	
Invoice Description --> BCWS - MAINTENANCE OFFICE PHONE, FAX & PHONES PUMPHOUSE						
MAY7/13	01-4-2500-000	PAYABLES - TRADE			2853.41	
Invoice Description --> ACRD CONSOLIDATED						
<b>Total :</b>				3071.99	0.00	3071.99
<b>Supplier Total :</b>				3071.99	0.00	3071.99
-----						
<b>4983 TELUS MOBILITY (BC)</b>						
34086	24-May-2013		Issued	99	C 909.74	
020322435148	01-4-2500-000	PAYABLES - TRADE			909.74	
Invoice Description --> ACRD CELLPHONES						
<b>Total :</b>				909.74	0.00	909.74

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>Supplier Total :</b>				909.74	0.00	909.74	
-----							
<b>0485</b>	<b>THE BARKLEY CAFE</b>						
34044	24-May-2013	Issued	99	C		466.10	
JUNE12/13	01-4-2500-000	PAYABLES - TRADE		466.10			
Invoice Description -->		ACRD BOARD MEETING LUNCHES					
<b>Total :</b>				466.10	0.00	466.10	
<b>Supplier Total :</b>				466.10	0.00	466.10	
-----							
<b>2320</b>	<b>THE GRAPHICS FACTORY</b>						
33965	06-May-2013	Issued	86	C		985.60	
20799	01-4-2500-000	PAYABLES - TRADE		154.56			
Invoice Description -->		BWS - SIGNS					
20776	01-4-2500-000	PAYABLES - TRADE		831.04			
Invoice Description -->		BWS - SIGNS FOR WATER SYSTEM					
<b>Total :</b>				985.60	0.00	985.60	
<b>Supplier Total :</b>				985.60	0.00	985.60	
-----							
34064	24-May-2013	Issued	99	C		128.80	
20884	01-4-2500-000	PAYABLES - TRADE		28.00			
Invoice Description -->		ACRD OFFICE - SIGNAGE					
20825	01-4-2500-000	PAYABLES - TRADE		100.80			
Invoice Description -->		SL PARKS - BIKE PARK SIGN					
<b>Total :</b>				128.80	0.00	128.80	
<b>Supplier Total :</b>				1114.40	0.00	1114.40	
-----							
<b>2649</b>	<b>THE INK SPOT</b>						
34067	24-May-2013	Issued	99	C		190.39	
12-10889	01-4-2500-000	PAYABLES - TRADE		190.39			
Invoice Description -->		PLANNING - TONER #80 350ML YELLOW					
<b>Total :</b>				190.39	0.00	190.39	
<b>Supplier Total :</b>				190.39	0.00	190.39	
-----							
<b>5020</b>	<b>TOFINO AIRLINES LTD</b>						
333994	06-May-2013	Issued	86	C		1850.80	
167	01-4-2500-000	PAYABLES - TRADE		742.00			
Invoice Description -->		LBA - MARCH 2013 DAILY AIRPORT SAFETY CHECKS					
166	01-4-2500-000	PAYABLES - TRADE		1108.80			
Invoice Description -->		LONG BEACH AIRPORT CONTRACT WORK (MARCH 2013)					
<b>Total :</b>				1850.80	0.00	1850.80	
<b>Supplier Total :</b>				1850.80	0.00	1850.80	

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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	
33995	06-May-2013	Issued	86	C		33.60
PORTAIN77202	01-4-2500-000	PAYABLES - TRADE		33.60		
Invoice Description --> BCVFD - SIM CARD						
<b>Total :</b>				33.60	0.00	33.60
<b>Supplier Total :</b>				33.60	0.00	33.60

<b>5069 TOTAL DELIVERY SYSTEMS</b>						
33996	06-May-2013	Issued	86	C		114.94
150619	01-4-2500-000	PAYABLES - TRADE		114.94		
Invoice Description --> POSTAGE - BCWS \$36.91, AVLF \$50.45, SB WATER \$22.11						
<b>Total :</b>				114.94	0.00	114.94
34034	15-May-2013	Issued	93	C		72.41
151242	01-4-2500-000	PAYABLES - TRADE		72.41		
Invoice Description --> WCLF \$28.56, SALMON BEACH WATER \$40.40						
<b>Total :</b>				72.41	0.00	72.41
34088	24-May-2013	Issued	99	C		75.61
151855	01-4-2500-000	PAYABLES - TRADE		75.61		
Invoice Description --> AVLF - WATER SAMPLES						
<b>Total :</b>				75.61	0.00	75.61
<b>Supplier Total :</b>				262.96	0.00	262.96

<b>0900 TRACY BOND (PETTY CASH)</b>						
34009	15-May-2013	Issued	93	C		175.54
TBMAY13/13	01-4-2500-000	PAYABLES - TRADE		175.54		
Invoice Description --> POSTAGE \$49.96, OFFICE \$125.58						
<b>Total :</b>				175.54	0.00	175.54
<b>Supplier Total :</b>				175.54	0.00	175.54

<b>5114 TRINEX INTERNET SOLUTIONS INC</b>						
34035	15-May-2013	Issued	93	C		420.00
6186	01-4-2500-000	PAYABLES - TRADE		420.00		
Invoice Description --> MAY 2013 WEBSITE MAINTENANCE						
<b>Total :</b>				420.00	0.00	420.00
<b>Supplier Total :</b>				420.00	0.00	420.00

<b>5195 UNISERVE COMMUNICATIONS CORPORATION</b>						
33997	06-May-2013	Issued	86	C		39.09
000502023-0428201	01-4-2500-000	PAYABLES - TRADE		39.09		
Invoice Description --> MAY 2013 WCLF & BWS INTERNET SERVICE						

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

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>Total :</b>				39.09	0.00		39.09
<b>Supplier Total :</b>				39.09	0.00		39.09
-----							
<b>5245</b>	<b>UPS CANADA</b>						
34089	24-May-2013	Issued	99	C			39.76
784492275	01-4-2500-000	PAYABLES - TRADE		39.76			
Invoice Description --> BCFVD - BROKERAGE ON TRAINING MATERIALS							
<b>Total :</b>				39.76	0.00		39.76
<b>Supplier Total :</b>				39.76	0.00		39.76
-----							
<b>5278</b>	<b>VANCOUVER ISLAND PUBLISHING GROUP A/R</b>						
33998	06-May-2013	Issued	86	C			84.56
WESTERLY2013	01-4-2500-000	PAYABLES - TRADE		84.56			
Invoice Description --> WESTERLY SUBSCRIPTION - APRIL 2013 TO MARCH 2014							
<b>Total :</b>				84.56	0.00		84.56
34036	15-May-2013	Issued	93	C			889.02
VCL-269567	01-4-2500-000	PAYABLES - TRADE		87.41			
Invoice Description --> LBA - REQUEST FOR QUOTATION - HITCH BOOM MOWER							
VCL-269315	01-4-2500-000	PAYABLES - TRADE		152.78			
Invoice Description --> LBA - REQUEST FOR QUOTATION - HITCH BOOM MOWER							
VCL-268616	01-4-2500-000	PAYABLES - TRADE		232.05			
Invoice Description --> SLMP - ADVERTISING FOR OPENINGS							
VCL-269074	01-4-2500-000	PAYABLES - TRADE		416.78			
Invoice Description --> BCFVD - SEISMIC UPGRADE							
<b>Total :</b>				889.02	0.00		889.02
34090	24-May-2013	Issued	99	C			217.75
ADTD00004556	01-4-2500-000	PAYABLES - TRADE		99.23			
Invoice Description --> ADVERTISING - PLANNING							
VCL-269306	01-4-2500-000	PAYABLES - TRADE		118.52			
Invoice Description --> LBA - ADVERTISING							
<b>Total :</b>				217.75	0.00		217.75
<b>Supplier Total :</b>				1191.33	0.00		1191.33
-----							
<b>5287</b>	<b>VANCOUVER ISLAND REGIONAL LIBRARY</b>						
34037	15-May-2013	Issued	93	C			93655.00
2NDQTR2013	01-4-2500-000	PAYABLES - TRADE		93655.00			
Invoice Description --> 2ND QUARTER LIBRARY LEVY 2013							
<b>Total :</b>				93655.00	0.00		93655.00
<b>Supplier Total :</b>				93655.00	0.00		93655.00

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**Batch No. :** All

**Bank :** 1 To 3  
**Status :** All  
**Medium :**  
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date		Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description			Debit	Credit	
<b>5305</b>	<b>VANDERHORST, MICHAEL</b>						
34038	15-May-2013		Issued	93	C	30.20	
MAY14/13	01-4-2500-000	PAYABLES - TRADE			30.20		
Invoice Description -->		RECYCLING OVERPAYMENT RETURNED					
<b>Total :</b>					30.20	0.00	30.20
<b>Supplier Total :</b>					30.20	0.00	30.20

<b>5481</b>	<b>WESTCOAST HOME HARDWARE LTD</b>						
33999	06-May-2013		Issued	86	C	21.27	
68476	01-4-2500-000	PAYABLES - TRADE			21.27		
Invoice Description -->		OFFICE SUPPLIES					
<b>Total :</b>					21.27	0.00	21.27
<b>Supplier Total :</b>					21.27	0.00	21.27

<b>5537</b>	<b>WINDSOR PLYWOOD (UCLUELET)</b>						
34039	15-May-2013		Issued	93	C	294.10	
97119A	01-4-2500-000	PAYABLES - TRADE			6.05		
Invoice Description -->		SALMON BEACH - RECREATION					
95255A	01-4-2500-000	PAYABLES - TRADE			52.83		
Invoice Description -->		SALMON BEACH - SECURITY					
96547A	01-4-2500-000	PAYABLES - TRADE			235.22		
Invoice Description -->		SALMON BEACH - SECURITY					
<b>Total :</b>					294.10	0.00	294.10
<b>Supplier Total :</b>					294.10	0.00	294.10

<b>Total Computer Paid :</b>	<u>635,215.49</u>	<b>Total EFT PAP :</b>	<u>18,433.70</u>	<b>Total Paid :</b>	<u>658,992.28</u>
<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>5,343.09</u>		



## REQUEST FOR DECISION

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

**From:** Alex Dyer, Planner

**Meeting Date:** June 12, 2013

**Subject:** Sproat Lake Noise Control Bylaw

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### **Recommendation:**

That the Board of Directors give four readings and adoption to Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw No. R1024, 2013."

### **Background:**

The Regional District currently has a noise bylaw in place for Electoral Area "D" (Sproat Lake) that prohibits noise which is liable to disturb the quiet, peace, rest and enjoyment of a neighbourhood. The bylaw was amended in 2012 to allow for specific regulation of Noise Scare Devices which are defined as devices that use sounds as a means of bird or pest control.

Periodically over the past three years, a property owner in the Sproat Lake area has employed the use of a propane-fired bird cannon as a method of bird control on their berry farm. The device produces a series of loud blasts to scare away birds and prevent crop loss. The operation of the device has been a major source of contention for many nearby residents and is the subject of an ongoing bylaw enforcement case. The amendment to allow for specific regulation of noise scare devices was intended to improve the enforceability of the noise bylaw when it came to dealing with situations such as these. In this particular case, staff have exhausted a significant amount of resources over the past three years in dealing with the owner in an attempt to negotiate a suitable resolution to the matter.

Upon further direction from the Board and consultation with our legal counsel, staff have resolved that a prohibition of noise scare devices is more appropriate for the area. The bylaw amendment allowed for the operation of a noise scare device under certain conditions. This proved to be difficult to enforce and Regional District lawyers agreed that the most effective way to deal with the noise disturbance is to outright ban the operation of all noise scare devices. It is staff's intent to update the noise bylaws for Electoral Area "E" (Beaver Creek) and Electoral Area "F" (Cherry Creek) as time allows to reflect the proposed changes in Sproat Lake. This would result in noise scare devices being prohibited in those areas as well.

In addition to the prohibition of noise scare devices, a few other minor changes are proposed to the Sproat Lake noise bylaw. The schedule map for the existing noise bylaw only covered certain areas in Sproat Lake. The schedule map for Bylaw No. R1024 has been updated to encompass the entire Electoral Area "D". The Offense section of the bylaw has been updated to reflect current legislation and a

severability clause was also added which will ensure that a legal challenge to any part of the bylaw will not affect the validity of the remaining portions of the bylaw.

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

Staff time would be reduced in complaints involving noise scare devices as staff would not need to investigate whether the devices are operated under the conditions set out in Amendment Bylaw R1000-1. Under Bylaw R1024, all noise scare devices would be prohibited.

**Financial:**

No additional financial requirements are expected.

**Policy or Legislation:**

In certain cases, the use of noise scare devices may be permissible and supported by the Ministry of Agriculture under the *Farm Practices Protection (Right to Farm) Act*. Generally speaking, the *Act* allows farmers the right to farm within the Agricultural Land Reserve (ALR) provided that they use “normal farm practices” and follow other legislation under the *Act*.

Within the ALR, nuisance and noise bylaws administered by local governments would not apply to normal farm practices related to the business of farming. However, the *Act* does not protect farmers operating outside the ALR and the Ministry of Agriculture would support the enforcement of a noise bylaw infraction outside the ALR.

Prohibiting noise scare devices would provide the Regional District with better control over the use of these devices outside of the Agricultural Land Reserve.

**Options Considered:**

1. Continuing to allow noise scare devices in Sproat Lake under the conditions set out in Amendment Bylaw No. R1000-1.

Submitted by:   
\_\_\_\_\_  
Alex Dyer, Planner

Approved by:   
\_\_\_\_\_  
Mike Irg, Manager of Planning and Development

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

## **REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

### **BYLAW NO. R1024, 2013**

A Bylaw to provide for the control of noise in  
Electoral Area "D" (Sproat Lake)

**WHEREAS** the Regional Board is empowered under supplementary Letters Patent dated July 13, 1981 to exercise the powers contained in the *Local Government Act* to regulate or prohibit the making of noises or sounds;

**AND WHEREAS** it is deemed to be desirable to regulate or prohibit the making of noises that are liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public;

**AND WHEREAS** it is not the intent of the Board to prevent or prohibit those sounds customarily emitted or usually associated with the normal conduct of reasonable daily activity at reasonable times;

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

1. **AREA**

This Bylaw shall apply within the boundaries of Electoral Area "D" (Sproat Lake), all as shown on the map attached hereto outlined in black line and marked Schedule "A" and forms part of this Bylaw.

2. **DEFINITIONS**

In this Bylaw, the following definitions shall apply:

**"Noise"** shall mean a loud, harsh or undesirable sound.

**"Regional District"** shall mean the Regional District of Alberni-Clayoquot.

**"Vessel"** shall mean any navigable craft powered by an engine.

3. **REGULATIONS**

It shall be unlawful for any person or persons, to cause any noise, in, on, or around, a public or private place or premises which is liable to disturb the quiet, peace, rest and enjoyment of the neighbourhood or the comfort and convenience of individuals or the public.

#### 4. **PROHIBITIONS**

Without limiting the generality of the prohibition in section 3 of this Bylaw and notwithstanding the exemptions in section 6 of this Bylaw, the following are specifically prohibited:

- (a) The playing of any radio, recorded music or sounds, or any musical instrument in such a manner or with such volume as to disturb the quiet, peace, rest or enjoyment of the neighbourhood or the comfort or convenience of individuals;
- (b) The keeping or harbouring of any animal, or other creature whatsoever, which by its frequent calls, cries or other noise disturbs the quiet, peace, rest or enjoyment of the neighbourhood or the comfort or convenience of individuals;
- (c) The use of any automobile, motorcycle, truck, boat or other vehicle, so out of repair or so loaded as to create loud and unnecessary noise or noises;
- (d) The discharge into the open air of the exhaust of any steam engine, internal combustion engine, motor vehicle, or ship or Vessel, except through a muffler or other device which would effectually prevent unnecessary noise therefrom;
- (e) The operation of any Vessel, or the running of engines, generators or other equipment on a moored or anchored Vessel, in such a manner so as to disturb the quiet, peace, rest or enjoyment of the neighbourhood or the comfort or convenience of individuals;
- (f) The use of any loud speaker or any other instrument or device for the purpose of attracting attention by the creation of noise to any performance or event, show, sale or display of merchandise; and
- (g) The use of a noise scare device that uses sound as a means of bird or pest control.

#### 5. **REGULATIONS FOR SPROAT LAKE**

It shall be unlawful for any person or persons to:

- (a) operate or permit to be operated any Vessel propelled by an engine equipped with exhausting devices commonly described as 'dry stacks' or 'dry headers';

- (b) operate or permit to be operated any Vessel propelled by an engine equipped with exhausting devices commonly described as 'water injected headers', unless a suitable muffler is installed thereto;
- (c) operate or permit to be operated any Vessel propelled by an engine equipped with exhausting devices commonly described as 'over-transom water cooled exhaust', unless a suitable muffler is installed thereto;
- (d) operate or permit to be operated a Vessel as described in subsections 5 (b) or 5 (c) above, for which the muffler is determined to be inoperative or ineffectual in preventing Noise therefrom.

6. **EXEMPTIONS**

Subject to section 4 of this Bylaw, the provisions of this Bylaw shall not apply to, or be enforced against:

- (a) Aircraft;
- (b) The use of whistles, sirens, or such devices operated for emergency purposes;
- (c) The making of Noise by any persons in the conduct of business within an area zoned for such business, where the nature of the business conforms to the particular zoning requirements and where the Noise is such as is usual or inevitable to the business so conducted.

7. **PERMIT**

- (a) Notwithstanding the regulations contained herein, the Board of Directors of the Regional District may, by resolution, grant a permit for a race, regatta or specific event, therein providing exemption from the provisions of this Bylaw;
- (b) A public sign board may be erected at the discretion of and by the authority of the Regional District advising of regulations heretofore described, at locations deemed appropriate by the Board of Directors of the Regional District; and
- (c) No person shall remove, alter, conceal, damage or destroy any sign so posted without the written consent of the Regional District.

8. **OFFENCE**

A person who contravenes, violates or fails to comply with any provision of this Bylaw or who suffers or permits any act or thing to be done in contravention or violation of this Bylaw, or who fails to do anything required by this Bylaw, commits an offence and shall be liable upon conviction to a fine of not less than \$100.00 and not more than the maximum prescribed in the *Offence Act*, [RBSC 1996] c. 338 as amended from time to time, and for the cost of prosecution and any other penalty or order imposed pursuant to the *Local Government Act* or the *Offence Act*, as amended from time to time.

9. The “Sproat Lake Specified Area Noise Control Bylaw No. R1000, 1998” is repealed.

10. If any schedule, section, subsection, sentence, clause, or phrase of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

11. **TITLE**

This Bylaw may be cited as the “Sproat Lake Noise Control Bylaw No. R1024, 2013.”

Read a first time this    day of            , 2013.

Read a second time this    day of            , 2013.

Read a third time this    day of            , 2013.

Adopted this    day of            , 2013.

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Chairperson

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Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** June 12, 2013

**Subject:** Renewal – Health Network Coordinator Contract

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### Recommendation:

**That the Alberni-Clayoquot Regional District Board of Directors renew the contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for a one year term commencing July 1, 2013 in the amount of \$55,000.00 including taxes, travel and expenses.**

### Desired Outcome:

To renew the current contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for an additional one year term.

### Background:

In the Spring of 2011, the Alberni-Clayoquot Regional District formed the Alberni-Clayoquot Health Network with funding from the Vancouver Island Health Authority. The mandate of the Health Network is to improve the quality of health care decisions, health services and well being of communities in the region.

In June 2012 the Regional District entered into a one year contract with Tanis Dagert to provide coordinator services to the Alberni-Clayoquot Health Network. With the assistance of the Coordinator, the following are the accomplishments of the AC Health Network over the past year:

- Created the ACHN Strategic Plan and identified the 5 strategic priorities below:
  - i. Network Development
  - ii. Healthy Children and Youth (0-18)
  - iii. Affordable & Accessible Regional Transportation
  - iv. Affordable Housing
  - v. Improve Health Literacy
- Convene regular meetings of Administration, Planning, Network, Sustainability and Sub-committees
- Coordinated / Facilitated ACHN Educational Day
- Planned & hosted a Strategic Planning Session
- Sponsored, assisted with planning & facilitation of the Coastal Family Resource Coalition 'Coming Together Forum

## **Request for Decision – Alberni-Clayoquot Health Network Coordinator Contract Renewal**

- Initial discussions regarding a Bamfield/ Anacla Community Accord
- Applied to BC Healthy Communities for a Regional Directors Forum
- Capacity Building Workshop ‘Art of Hosting’ for community developers, youth workers & youth leaders being held July 25 at Vancouver Island University
- Produce and distribute a monthly e-newsletter, facebook page, link to ACRD website
- Participation in the United Way Public Policy Institute
- Participation in the age friendly project
- Submitted funding application to UBCM for a Bamfield/Huu-ay-aht C2C Forum

The activities planned for the period January 1, 2013- May 31, 2014 are:

- Sponsor a Parenting in the Alberni Valley Forum
- Sponsor a Food Literacy Forum
- Support the work of the Comprehensive School Health program
- Development of a Transportation Consultation Community process to supplement the feasibility study
- Host a Bamfield/Huu-ay-aht C2C Forum
- Bamfield/Huu-ay-aht Community Accord process to include provision for partnership on the 2km trail linking the 2 villages for greater community safety
- Host the Art of Hosting Capacity Building Workshop July 25 for community developers, youth workers & youth leaders
- Plan, host and facilitate a community forum to enhance local government skills, abilities and knowledge related to leadership for action towards building a healthier community.
- Prepare plan for suggested groups and dollar amounts to be allocated from project/reserve that fit the strategic priorities

There is an option in the contract to renew for a one year term. Regional District Staff and the AC Health Network Administration Committee recommend renewing the contract for services with Ms. Dagert for an additional one year term.

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

Minimal staff time required to renew the contract.

### **Financial:**

One-time funding in the amount of \$505,000.00 was received from VIHA to support the Health Network including retaining the services of a Coordinator and part-time support person.

The following table outlines the budgeted costs for 2013-2014.

## Request for Decision – Alberni-Clayoquot Health Network Coordinator Contract Renewal

2013 Budget	Amounts	2014 Budget January -May	Amounts
Coordinator	\$55,000.00	Coordinator	\$22,916.66
Admin Support	\$15,000.00	Admin Support	\$6,250.00
Forums	\$29,000.00	Forums	\$18,000.00
Meetings	\$3,115.00	Meetings	\$2,225.00
Capacity Building Workshops	\$10,000.00	Capacity Building Workshops	\$10,000.00
Advisory/Network MOU's	\$40,000.00	Advisory/Network MOU's	\$0.00
Operating	\$5,000.00	Operating	\$5,000.00
Contingency	\$5,000.00	Contingency	\$5,000.00
Total Expenditures	\$162,115.00	Total Expenditures	\$69,391.66
Projects/Reserve	\$132,392.93	Projects/Reserve	\$100,000.00
Remaining VIHA Funds 2012 - \$463,899.62	\$100,000.00	Remaining VIHA Funds	\$0.00

Submitted by:   
 Wendy Thomson, Manager of Administrative Services

Approved by:   
 Russell Dyson, Chief Administrative Officer



## **REQUEST FOR DECISION**

**To:** Board of Directors

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

**Meeting Date:** June 12, 2013

**Subject:** Alberni Valley & West Coast Landfill Bylaw Amendments

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### **Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".**

**THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as "R1010-3, West Coast Landfill Tipping Fee Amendment, 2013".**

### **Desired Outcome:**

To amend the credit terms for customers at the West Coast and Alberni Valley Landfills to set a minimum monthly administration charge and to change the applicable interest rate from simple to compounding.

### **Summary:**

This amendment is being done to streamline the accounting process of managing landfill accounts in arrears. Currently the monthly interest calculation is done manually as our accounting system only computes interest on the basis of compounding interest and the bylaw is in terms of non-compounding interest. The bylaw is also being amended to place a minimum administration charge of \$2 on overdue accounts to help recover the costs of sending out reminder invoices.

Further tipping fee bylaw amendments are expected as a result of the Solid Waste Management Plan review that is to be conducted later this year.

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

This bylaw will reduce the amount of staff time required to manage accounts in arrears and will take minimal time to implement.

### **Financial:**

The revenue impacts from this change will be negligible.



Submitted by:

\_\_\_\_\_  
Teri Fong, CGA, Manager of Finance



Approved by:

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



Certified true and correct copy of  
**“Bylaw No. R1006-5, Alberni Valley  
Landfill Tipping Fee Amendment, 2013”**

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

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Russell Dyson,  
Chief Administrative Officer

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Cindy N. Solda,  
Chairperson

## Schedule "A" Charges

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1. The charge for depositing covered solid waste at the disposal ground is:
  - a. Loads 84 kg or greater \$95.00/tonne (\$8.00 minimum)
  - b. Loads under 84 kg - \$2.00 each garbage bag or can (\$8.00 maximum)
  - c. \$2.00 for each tire or \$170 per tonne, whichever is greater
  - d. \$100.00 for each wrecked auto
  - e. \$200.00 for each wrecked truck, bus or recreational vehicle
2. In the event that the scales provided are not operational, weight shall be estimated by the scale clerk at the landfill.
3. The fee to be charged for all loads of solid waste which arrives at the landfill site uncovered shall be double the normal fee for loads of covered solid waste.
4. There shall be no charge for recyclable materials, including but not limited to paper, metal, boxboard, Corrugated Cardboard, compostable materials and other materials as determined by the Regional District but excludes any material contaminated by food or oil and any material that is a Controlled Waste.
5. All charges payable under this Bylaw shall be paid prior to the deposit of the solid waste for which the charge is made unless it is necessary to weigh the vehicle depositing solid waste loaded and empty to determine the weight of solid waste, in which case the charge shall be paid immediately after weighing the vehicle empty.
6. The person paying a charge shall obtain a receipt for such payment and shall produce such receipt for inspection on request of a person employed for that purpose at a disposal site as a condition of depositing solid waste at a disposal site.
7. Notwithstanding anything to the contrary in this Bylaw, persons depositing solid waste at a disposal site on a regular basis may apply to the Regional District for credit and if credit is granted to that person, then payment of the charge imposed under Section 1 shall be made and the credit extended on condition that:
  - a. Payment in full shall be received by the Regional District within thirty days of the last day of the month for which an invoice has been submitted. The Regional District will invoice monthly for material delivered during the proceeding month. The invoice amount will be based on the total quantity of the refuse delivered during the month, and the posted disposal rates in effect at the time of delivery.

- b. In order to reflect the additional administration costs associated with accounts in arrears, an overdue charge will be calculated monthly as the greater of:
    - i. \$2.00; or
    - ii. Interest of 2% per month (effective interest rate of 26.824%) on the unpaid balance.
  - c. The Regional District reserves the right to cancel the credit offered herein for late payment, non-payment or other justified cause.
8. **Controlled Waste**
- The charges, as measured by weight on the scales, for the depositing of Controlled Waste at the disposal site are:
- a. Construction/Demolition Waste - \$120.00 per tonne; if the Demolition Waste is crushed to pieces 7 cubic centimetres or smaller the charge is \$95.00 per tonne;
  - b. Stumps, land clearing debris - \$120.00 per tonne;
  - c. Waste oil (commercial) - \$0.50 per litre;
  - d. Material containing traces of contaminated soils:
    - i. \$10.00 per tonne provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the Alberni Valley Landfill or;
    - ii. \$70.00 per tonne plus the Regional District's estimated out-of-pocket treatment costs, provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the Alberni Valley Landfill.
  - e. Material containing pumpings from domestic septic tanks - \$120.00 per tonne;
  - f. Material containing catch basin and manhole material - \$120.00 per tonne;
  - g. Waste asbestos - \$250.00 per tonne (\$120.00 minimum);
  - h. Fish, shrimp shells, animal carcasses - \$170.00 per tonne (\$95.00 minimum), provided that there will be no charge for animal carcasses removed from public roadways by a public body or their contractor;
  - i. Fridges and freezers - \$20.00 each;
  - j. Batteries - no charge if separated and placed in hazardous waste container;
  - k. Steel Cable - \$500.00 per tonne;
  - l. Biomedical waste - \$132.00 per tonne;

- m. Loads containing Gypsum - \$120.00 per tonne;
- n. Loads containing Corrugated Cardboard - \$130.00 per tonne;
- o. Loads containing fish feed totes - \$400.00 per tonne (\$120.00 minimum).



Certified true and correct copy of  
**“Bylaw No. R1010-3, West Coast  
Landfill Tipping Fee Amendment, 2013”**

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

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Russell Dyson,  
Chief Administrative Officer

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Cindy N. Solda,  
Chairperson

## Schedule "A" Charges

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1. The charge for depositing covered solid waste at the disposal ground is:
  - a. Loads 145 kg or greater \$95.00/tonne (\$8.00 minimum)
  - b. Loads under 145 kg - \$2.00 each garbage bag or can (\$8.00 maximum)
  - c. \$2.00 for each tire or \$170 per tonne, whichever is greater
  - d. \$100.00 for each wrecked auto
  - e. \$200.00 for each wrecked truck, bus or recreational vehicle
  - f. \$10.00 each for stoves, washers, dryers, dishwashers, hot water tanks
  - g. \$85.00 per tonne for metal
  - h. \$100.00 per scale use for the sole purpose of determining weight with no material entering the landfill
2. In the event that the scales provided are not operational, weight shall be estimated by the scale clerk at the landfill.
3. The fee to be charged for all loads of solid waste which arrives at the landfill site uncovered shall be double the normal fee for loads of covered solid waste.
4. There shall be no charge for recyclable materials, including but not limited to paper, metal, boxboard, Corrugated Cardboard, compostable materials and other materials as determined by the Regional District but excludes any material contaminated by food or oil and any material that is a Controlled Waste.
5. All charges payable under this Bylaw shall be paid prior to the deposit of the solid waste for which the charge is made unless it is necessary to weigh the vehicle depositing solid waste loaded and empty to determine the weight of solid waste, in which case the charge shall be paid immediately after weighing the vehicle empty.
6. The person paying a charge shall obtain a receipt for such payment and shall produce such receipt for inspection on request of a person employed for that purpose at a disposal site as a condition of depositing solid waste at a disposal site.
7. Notwithstanding anything to the contrary in this Bylaw, persons depositing solid waste at a disposal site on a regular basis may apply to the Regional District for credit and if credit is granted to that person, then payment of the charge imposed under Section 1 shall be made and the credit extended on condition that:

- a. Payment in full shall be received by the Regional District within thirty days of the last day of the month for which an invoice has been submitted. The Regional District will invoice monthly for material delivered during the proceeding month. The invoice amount will be based on the total quantity of the refuse delivered during the month, and the posted disposal rates in effect at the time of delivery.
- b. In order to reflect the additional administration costs associated with accounts in arrears, an overdue charge will be calculated monthly as the greater of:
  - i. \$2.00; or
  - ii. Interest of 2% per month (effective interest rate of 26.824%) on the unpaid balance.
- c. The Regional District reserves the right to cancel the credit offered herein for late payment, non-payment or other justified cause.

#### 8. Controlled Waste

The charges, as measured by weight on the scales, for the depositing of Controlled Waste at the disposal site are:

- a. Construction/Demolition Waste - \$120.00 per tonne; if the Demolition Waste is crushed to pieces 7 cubic centimetres or smaller the charge is \$95.00 per tonne;
- b. Stumps, land clearing debris - \$120.00 per tonne;
- c. Waste oil (commercial) - \$0.50 per litre;
- d. Material containing traces of contaminated soils:
  - i. \$10.00 per tonne provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the West Coast Landfill or;
  - ii. \$70.00 per tonne plus the Regional District's estimated out-of-pocket treatment costs, provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the West Coast Landfill.
- e. Material containing pumpings from domestic septic tanks - \$120.00 per tonne;
- f. Material containing catch basin and manhole material - \$120.00 per tonne;
- g. Waste asbestos - \$250.00 per tonne (\$120.00 minimum);
- h. Fish, shrimp shells, animal carcasses - \$170.00 per tonne (\$95.00 minimum), provided that there will be no charge for animal carcasses removed from public roadways by a public body or their contractor;

- i. Fridges and freezers - \$20.00 each;
- j. Batteries - no charge if separated and placed in hazardous waste container;
- k. Steel Cable - \$500.00 per tonne;
- l. Biomedical waste - \$132.00 per tonne;
- m. Loads containing Gypsum - \$120.00 per tonne;
- n. Loads containing Corrugated Cardboard - \$130.00 per tonne;
- o. Loads containing fish feed totes - \$400.00 per tonne (\$120.00 minimum).



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** June 12, 2013

**Subject:** Lease renewal – Wildfire Operations of the Ministry of Forests – AV Airport

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**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors renew Ministry of Forests, Lands and Natural Resources lease for their Wildfire Operations base facility located at the Alberni Valley Regional Airport for a 3 year term commencing September 1, 2013 and expiring August 31, 2016 for the annual rent of \$5,113.29 per year plus GST.

**Background:**

The Ministry of Forests, Lands and Natural Resources lease a portion of land at the AV Airport for the purpose of operating a fire base facility as part of the Provincial fire protection program. The lease expires on August 31, 2013 and they wish to renew for another three (3) year term.

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

Minimal staff time to prepare lease documentation.

**Financial:**

The Ministry of Forests, Lands and Natural Resources will pay an annual rent of \$5,113.29 plus GST.

Submitted by: \_\_\_\_\_  
Andy Daniel, Manager of Environmental Services

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



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** June 12, 2013

**Subject:** Beaver Creek Firehall Seismic Upgrade – Tender Recommendation

**Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors award the Beaver Creek Firehall Seismic Upgrade tender to J. Robbins Construction in the amount of \$235,785 excluding GST.**

**Summary:**

Tenders were received and opened in public on June 5, 2013 at 11:00 a.m. at the ACRD office. The work involves seismic upgrades to the Beaver Creek Firehall . Seven tenders were received. A summary of the tenders is as follows:

Tenderer	Bid Bond	Total Tender Price Excluding GST
J. Robbins Construction	Yes	\$235,785
Stint Construction	Yes	\$405,098
Heatherbrae Builders	Yes	\$422,300
Palladian Developments	Yes	\$432,296
Windley Contracting	Yes	\$315,000
AFC Construction	Yes	\$270,362
Island West Coast Developments	Yes	\$281,318

All tenders were properly signed and sealed.

The schedule for completion of the project ranged between 8 to 26 weeks with the low tender indicating 14 weeks.

ACRD Consulting Engineers, McGill and Associates, have worked with J. Robbins Construction in the past. Their projects can be described as well organized and professionally run. Based on this we are satisfied they are able to perform the work specified under this contract.

We recommend that this contract be awarded to J. Robbins Construction.

**Background:**

Due to the upgrades that are required to make the Fire Department building seismically sound there has been an opportunity to expand what would have been a limited storage space to become a larger, functional workshop area to be utilized by the Beaver Creek Water System Technicians. This area would eventually replace the deteriorating house that they currently operate from. In the near future, this house will need to be renovated, as it is falling apart or the funds could be utilized to create this new work space.

The cost of the proposed shop is within the tender and is approximately \$21,000. An additional \$15,000 will be required to finish the shop, which can be done in 2014. The Beaver Creek Water Advisory Committee will be meeting on June 17<sup>th</sup> to review this matter and present a recommendation to the Board. If the recommendation is not to include the addition then this aspect of the project can be removed from the contract by creating a removal change order. The Fire Department supports the Beaver Creek Water Department using this proposed space, and has an interest in acquiring the old house for training purposes.

**Financial:**

The 2013 – 2017 Financial Plan includes \$150,000 budgeted for this seismic upgrade. However, this amount was established 4 years ago, therefore Chief Starratt and his Department had expected the bids to exceed the budgeted amount. There are additional funds available in the capital reserve that were earmarked for fire truck replacement, and Chief Starratt has advised that he is prepared to postpone this purchase.

The total contribution for this project will need to include a 10% contingency and 15% for engineering fees. This adds an additional \$58,946.25 for a total project cost of \$294,731.25. If approved, an amendment to the financial plan will need be presented later this year to reflect these changes.



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

Andy Daniel, Manager of Environmental Services



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

Russell Dyson, Chief Administrative Officer



## **REQUEST FOR DECISION**

**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Meeting Date:** June 12, 2013  
**Subject:** China Creek Bridge Crossing

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### **Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors award the fabrication of the China Creek Foot Bridge to Kamma & Blake Industries Ltd in the amount of \$13308.75 plus GST/PST.**

**THAT the Alberni-Clayoquot Regional District Board of Directors award the construction and installation of the China Creek Foot Bridge crossing to Coastal Bridge & Construction Ltd in the amount of \$25,953.00 plus GST.**

### **Desired Outcome:**

To install a pedestrian foot bridge over China Creek to complete Stage 1 of the Alberni Inlet Trail.

### **Summary:**

Earlier this year the Regional District was awarded a grant from Island Coastal Economic Trust in the amount of \$26,945.00 to contribute towards the construction of a pedestrian crossing across China Creek. This bridge is necessary to complete the first phase of the Alberni Inlet Trail. The total budget for the project is \$68,185.00 including \$35,000.00 from the ACRD Regional Parks capital reserve (resolution passed May 9, 2012) as well as funding coming from outside sources such as the Port Alberni Port Authority and the Alberni Valley Enhancement Society. The fabrication and installation of the bridge are two components of this project that require multiple quotations be received, as a result of the ACRD purchasing policy. The scope of the project also includes engineering, tree removal, and signage but these items are of a nominal dollar value.

Robert Aston, Planning Assistant/Bylaw Enforcement Officer, has been overseeing this project and has requested multiple quotes for both the fabrication and the installation of the bridge. Two estimates were received for the bridge fabrication with Kamma & Blake Industries Ltd having the lower quote of \$13,308.75 plus GST/PST. Two estimates were received for the bridge installation with Coastal Bridge & Construction Ltd having the lower quote of \$25,953.00 plus GST. The installation includes prepping the site for the bridge, trucking the bridge to the site, and all helicopter time to fly the bridge into place.

The Alberni Valley Enhancement Society, that was instrumental in the design and construction of the Alberni Inlet Trail, has been consulted and supports these recommendations. All applicable agencies have been notified including the ministry of Environment and Department of Fisheries and Oceans. Access to said lands has been granted by Island Timberlands via a non exclusive License that has been in effect since December 1<sup>st</sup> 2011.

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

This project will take some staff time to oversee as a couple of site visits will be required to ensure the work has been properly completed.

**Financial:**

The project costs are coming in under budget with the total estimated costs of \$52,000.00 which is \$16,000.00 less than budgeted. Additional expenses may be added to the scope of the project as it is completed such as increased signage or safety barriers.

**Policy or Legislation:**

The Alberni-Clayoquot Regional District purchasing policy was followed in this process.



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



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



## MEMORANDUM

**TO:** Russell Dyson, CAO and Regional Board of Directors

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

**DATE:** June 3, 2013

**RE:** Bylaw P1310 Sproat Lake Official Community Plan

### **Sproat Lake OCP**

The Sproat Lake OCP has been updated and gone through early and extensive community and agency/group consultation. In addition, the Sproat Lake OCP has also been considered in conjunction with the existing ACRD Zoning Bylaw, as well as the Alberni Valley Background Study, and the OCPs for the surrounding electoral areas.

As a result, the Sproat Lake OCP is now ready for first reading.

Following first reading, the official consultation process will begin. The following groups and agencies are included in the consultation process:

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture and Lands
- Ministry of Forests, Lands and Natural Resource Operations
- Ministry of Environment
- Ministry of Energy and Mines
- Tseshaht First Nation
- Hupacasath First Nation
- Vancouver Island Health Authority
- School District 70
- TimberWest
- Island Timberlands
- Private Managed Forest Land Council
- Agricultural Land Commission
- Sproat Lake Volunteer Fire Department
- Comox Valley Regional District
- Port Alberni Port Authority
- City of Port Alberni

### **Recommendation**

That the Regional Board receive the staff memorandum and then pass the following motions separately:

1. Proceed with first reading of Bylaw P1310, the Sproat Lake Official Community Plan;
2. Pass the following resolution: "That the Sproat Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan.";

### **Sproat Lake OCP Bylaw P1310**

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

3. Pass the following resolution: "That the Sproat Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020.";
4. Pass the following resolution: "That the public hearing for Bylaw P1310 be delegated to the Director for Electoral Area "D" Sproat Lake, the alternate director, or the Chairperson of the Regional Board.

*Michael Irg*

---

Submitted by: Mike Irg, Manager of Planning and Development

*Russell Dyson*

---

Reviewed by: Russell Dyson, CAO

**Sproat Lake OCP Bylaw P1310**

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1310**

**A BYLAW TO ADOPT THE SPROAT LAKE  
(ELECTORAL AREA D) OFFICIAL COMMUNITY PLAN**

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

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

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

1. This Bylaw is applicable to Electoral Area D (Sproat Lake) of the Regional District of Alberni-Clayoquot.
2. The community plan, including objectives, policies, and plan maps 1, 2, 3, and 4 attached as Schedule "A" to this Bylaw constitutes the Official Community Plan of the area referred to in Section 1.
3. If any schedule, section, subsection, sentence, clause, or phrase of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.
4. This Bylaw may be cited as the "Regional District of Alberni-Clayoquot Sproat Lake (Electoral Area D) Official Community Plan Bylaw P1310, 2013".

Sproat Lake Official Community Plan Bylaw No. P1118 is hereby repealed.

Read a first time this        day of        , 2013

Public Hearing held on the        day of        , 2013

Read a second time this        day of        , 2013

Read a third time this        day of        , 2013

I hereby certify this to be a true and correct copy of Bylaw P1310 as read a third time by the Board of the Regional District of Alberni-Clayoquot on this        day of        , 2013.

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

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

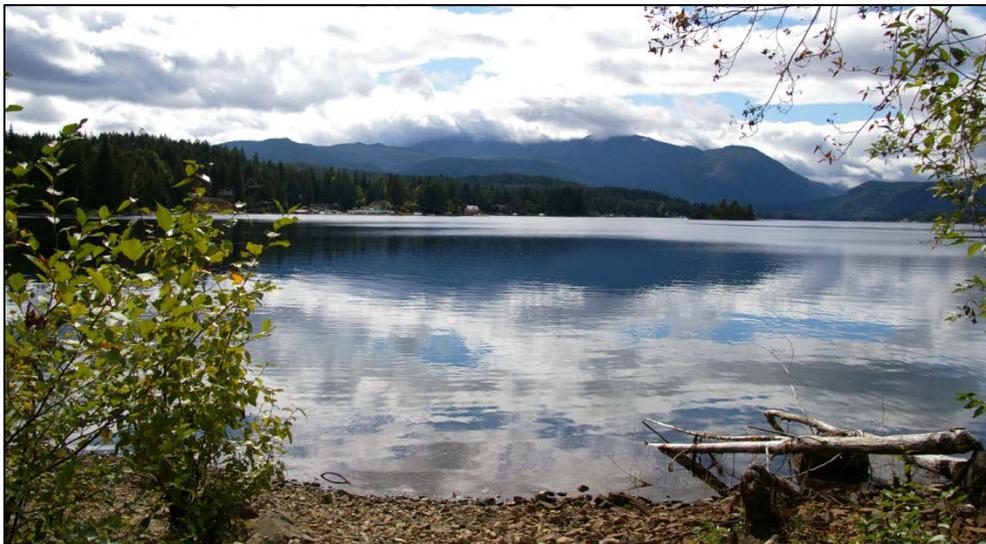
Adopted this        day of        , 2013

\_\_\_\_\_  
Chairperson

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

# Sproat Lake Official Community Plan

Bylaw No. P1310, Schedule A



Revised: June 05, 2013



Sproat Lake Official Community Plan, Bylaw No. P1310

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Map No. 3	Development Permit Areas and Development Approval Information Areas
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## PART I – BACKGROUND

### 1.0 INTRODUCTION

#### 1.1 Plan Preparation

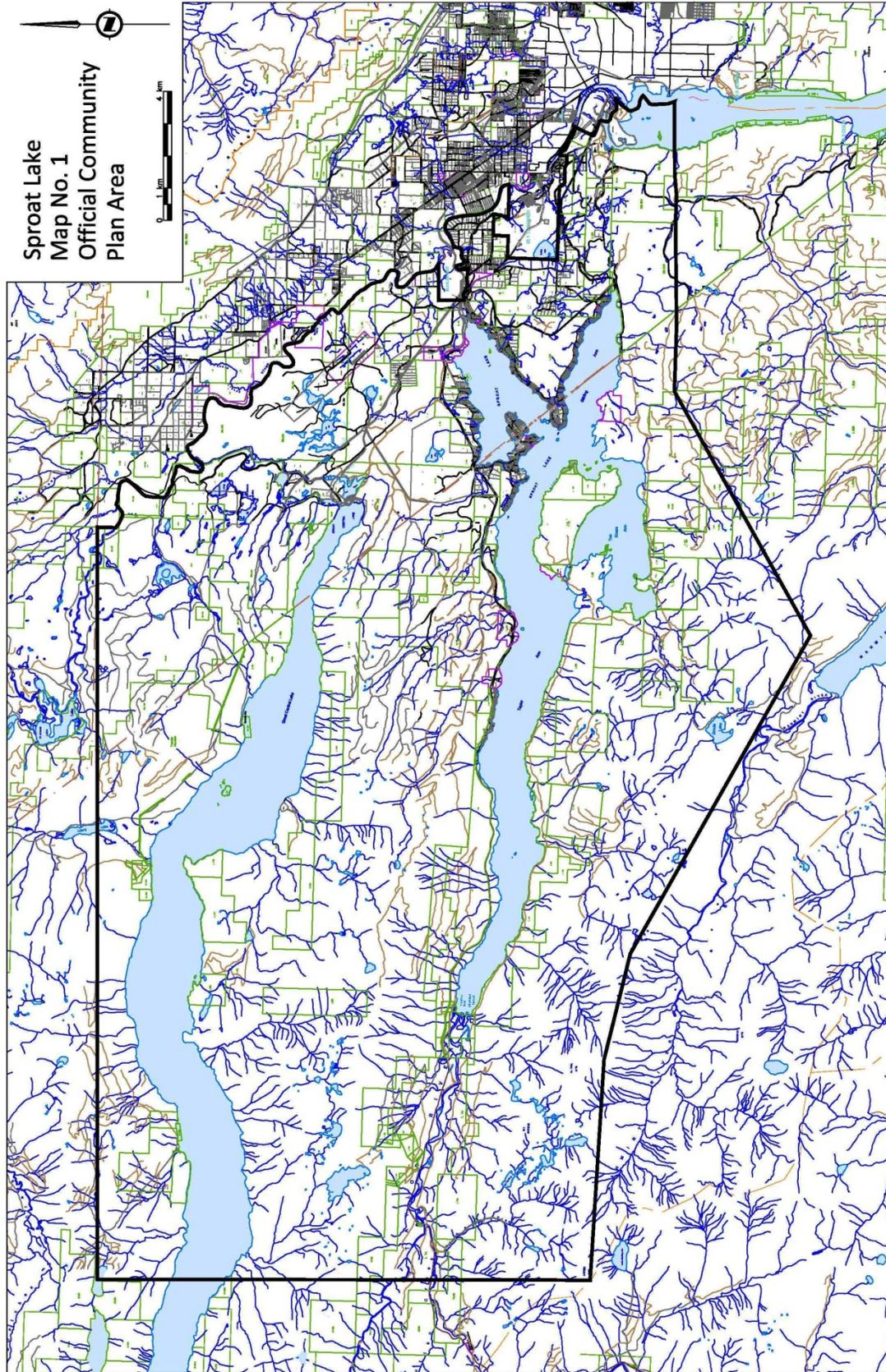
The Alberni-Clayoquot Regional District (ACRD) has undertaken a review and update of Bylaw No. 626, the Sproat Lake, Electoral Area “D”, Official Community Plan (OCP). In preparation for this review, ACRD staff prepared a background document entitled “Alberni Valley Background Study: Creating a Vision for the Future.” This study was completed in 2010.

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

#### 1.2 Purpose of the Official Community Plan

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

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



### 1.3 Legislative Authority

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

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

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

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

### 1.4 Jurisdiction

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

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

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

District has referred this OCP to the ALC and is of the opinion that it is consistent with the *Agricultural Land Commission Act*.

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

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

## **1.5 Structure of the Plan**

This OCP, Schedule A to adopting Bylaw No. P1310, is divided into three parts. Part I, entitled Background, provides an introduction to the planning area and provides an overview of the intent of an OCP. Part II contains the Goals, Objectives and Policies for the community's growth and development over the coming years. The Plan is to be implemented through the designation of land for specific use or uses, which are linked to the policies for those uses. Specifically, Part III, Use of the Plan, is the Plan's implementation section, and describes the designation, intent and use of development permit areas (DPAs). This section also provides a number of additional options available to the ACRD in order to implement the Plan. Part III also establishes policies and procedures for the Plan's amendment and review.

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

## **1.6 The Plan Area**

The Plan area, shown in heavy black outline on Map No. 1, on the following page, has been expanded to the north to encompass most of Great Central Lake. The Plan represents a portion of the Sproat Lake electoral area. For certainty, where there is a discrepancy between Map No. 1 and the letters patent of the Regional District, the definition of electoral area boundary in the letters patent will prevail.

The Sproat Lake OCP area constitutes approximately one-third of Electoral Area “D”, roughly the central/eastern portion. As noted earlier, the Plan area has been expanded northward to encompass most of Great Central Lake, which is part of the Sproat Lake watershed. Those areas where the plan area is not consistent with legal boundaries are either Crown land or privately-owned private managed forest land and, therefore, are primarily subject to provincial regulations.

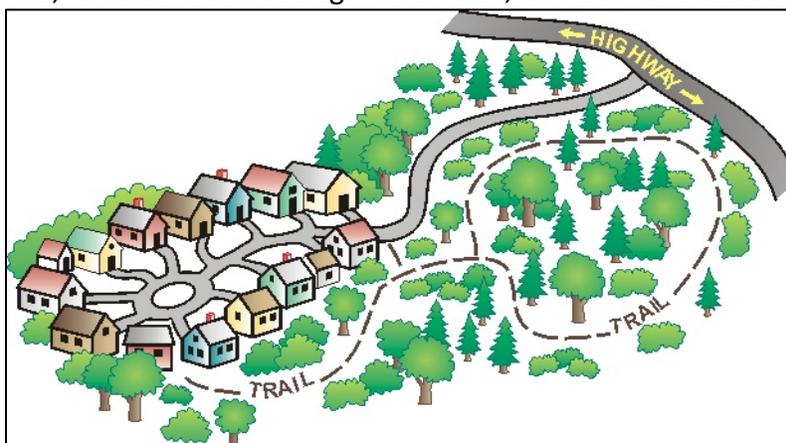
Lands to the north, west and south of the Plan area within the Electoral Area boundaries are predominantly uninhabited forestry lands. Along the eastern border of the Plan area are the Beaufort and Beaver Creek Electoral Areas and the City of Port Alberni.

## 1.7 Definitions

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

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

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



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

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

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

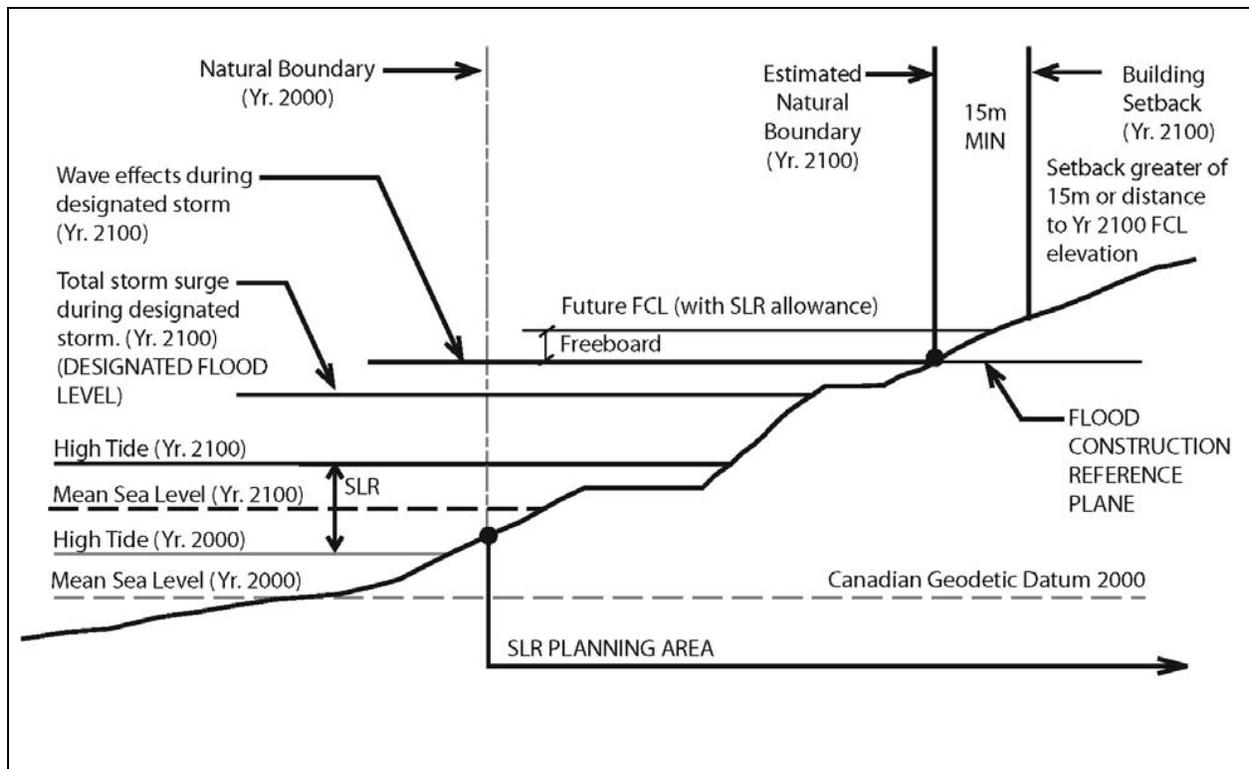
“Conservation design” – see clustering definition.

“Corridor area” means all land within 100 metres of the right-of-way boundary of a highway or a road.

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

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

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



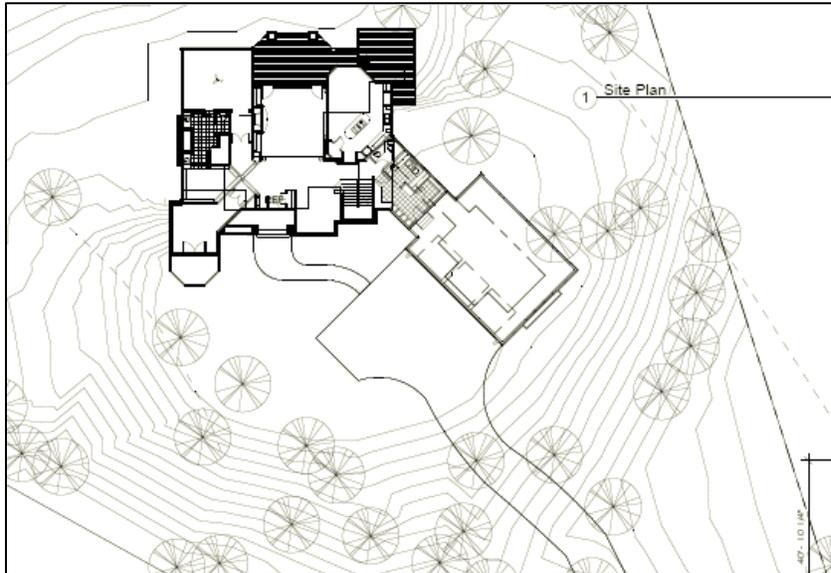
“Home industry” means the use of land, buildings and structures accessory or secondary to the primary residential use of the property for the purpose of storing, assembling, altering, repairing, manufacturing, fabricating, packing, preparing, breaking up, demolishing and treating any article, commodity or substance that can be carried out without hazard or intrusion and without detriment to the amenities of the surrounding area by reason of scale, noise, vibration, smell, fumes, smoke, grit, soot, ash, dust, glare or appearance and does not produce waste water in the process or contaminate water sources. Uses include, but are not limited to, the production of arts and crafts, wine-making, boarding stables, service shop, blacksmith and storage building for vehicles, equipment and commodities. A maximum of two persons who do not live on the property may be employed in the home industry in addition to the full-time resident proprietors.

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

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

“Site adaptive planning” means using site and terrain analyses to determine the most

appropriate form and placement of development for a property and designing development in a manner that it fits within the existing natural systems. Also called ecological planning or designing with nature.<sup>1</sup> See sample sketch below.



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

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<sup>1</sup> Based on the principles in the book *Design with Nature*, Ian McHarg, 1969

## PART II – GOALS, OBJECTIVES AND POLICIES

### 2.0 GOALS

#### 2.1 Setting the Stage

During the preparation of the “Alberni Valley Background Study”, consultation with the community helped the ACRD to gain an understanding of the issues that are facing local residents, as well as the future goals for the community. Residents expressed their overall goals for the Alberni Valley. These goals have been combined with the goals expressed in the existing 2005 Sproat Lake OCP.

#### 2.2 The Goals

The goals of the Sproat Lake community are to:

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

#### 2.3 Land-Use Designations

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

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

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

- Residential

- Recreational Residential
- Rural
- Agricultural
- Manufactured Home Park
- Community Service
- Commercial
- Industrial
- Airport
- Parks
- Resource
- Fish Hatchery
- Conservation
- Marina
- Float-home
- Comprehensive Development

## 3.0 GENERAL PLANNING

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

### 3.1 General Planning Objectives

- |                 |   |
|-----------------|---|
| Objective 3.1.1 | Employ and encourage property owners and developers to employ sustainability principles and best practices in all aspects of land-use planning, development and management. |
| Objective 3.1.2 | Minimize the potential for land-use conflict and danger from natural hazards.   |
| Objective 3.1.3 | Support public access to all water features and public parks.   |
| Objective 3.1.4 | Facilitate a wide variety of opportunities for economic activity and employment within the Plan area.   |
| Objective 3.1.5 | Facilitate the provision of safe, affordable rental housing within the Plan area.   |

Objective 3.1.6            Ensure that opportunities for home industry are provided and endeavour to ensure home industries are operated in a manner least disruptive to neighbours.

## 3.2    General Planning Policies

It is the Regional District's policy to:

Policy 3.2.1            Consider the **integrity of the natural environment** and the **protection of residents and the built environment** in all planning and development matters.

Policy 3.2.2            Implement **comprehensive development area planning** in areas of particular suitability identified with a CDA designation and consider the use of planning, servicing, heritage and other tools such as density averaging and density bonusing, phased development agreements, Section 219 covenants and other development agreements to facilitate conservation design, clustering, and environmental protection.

Policy 3.2.3            Designate larger tracts of vacant lands as **Development Approval Information Areas** (DAIAs) for matters including the safety the future residents and the built environment on these lands. Refer to Section 20.7 below.

Policy 3.2.4            Require a 10-metre fuel-free or fuel-reduced buffer in the **wildfire interface area** between the forested lands and any building or structure to minimize the danger of fire for all development adjacent to forested lands and woodlots of 20 hectares or more.

Policy 3.2.5            Acquire **public access to water bodies** as parkland dedication through the subdivision process where feasible.

Policy 3.2.6            Require a treed and vegetated and fenced **buffer between agricultural land and non-agricultural development** on subdivisions of the non-agricultural land as recommended by the provincial guidelines in *Guide to Edge Planning*.

Policy 3.2.7            Permit **home occupation uses**, as a secondary or accessory use, in any designation where single-family residential is the principal use.

Policy 3.2.8            Only permit **home industry use** in accordance with all of the following:

- (a) the parcel is a **minimum of 2 hectares** in size;
- (b) a fully and suitable landscaped 10-metre **screened and buffered area** between home industry uses and adjacent properties is provided; and
- (c) **setbacks** of not less than 15 metres from the property line are maintained where home industry use is accommodated within an accessory building and not less than 30 metres from the property line if the use is not located in a building.

- Policy 3.2.9 Permit one **accessory residential dwelling unit** on all lots in all designations where:
- (a) the principal use is a single-family dwelling;
  - (b) the lot is not less than 0.4 hectare in size; and
  - (c) the lot is capable of meeting all building code requirements, as well as health requirements for sewage disposal and potable water.
- On lots 0.8 hectare or more in size, one accessory residential dwelling unit or one manufactured home may be permitted in addition to the principal dwelling.
- Accessory residential dwelling units within the ALR require approval from the ALC.
- Policy 3.2.10 Permit **parks, trails, roads and small-scale utilities** in all designations as specified by the zoning bylaw.
- Policy 3.2.11 Consider issuing **temporary use permits** in appropriate areas in all land-use designations, in accordance with Section 921 of the *LGA*.
- Policy 3.2.12 Maintain a **minimum lot size of 1 hectare** for subdivision purposes in all land-use designations if the lot is serviced with an on-site well and septic system. The minimum lot size may be reduced to 0.24 hectare if the lot is serviced by a community or communal water or sewer system.
- Policy 3.2.13 Support the design and use of **rainwater management plans** for development to ensure that post-development run-off flows approximate pre-development flows.
- Policy 3.2.14 Support **small-scale food production** throughout the Plan area.
- Policy 3.2.15 Promote the development of land in a manner that suits and is **appropriate** to the site upon which it will be built.
- Policy 3.2.16 Protect development in areas that have **steep slopes, risk of subsidence, or susceptibility to flooding**, where known, by designating them as development permit areas, in accordance with Section 921 of the *LGA*.

## Advocacy Policies

- Policy 3.2.17 Encourage development plans and site layouts incorporating **site-adaptive planning and conservation design or clustering**.
- Policy 3.2.18 Encourage the **preservation of natural features** such as streams, lakes and wetlands through the subdivision and development process.
- Policy 3.2.19 Encourage **land-use patterns** that do not compromise the ecological integrity and rural character of the Plan area.
- Policy 3.2.20 Encourage development and accompanying road systems to be constructed in a manner **in keeping with the natural environment**.
- Policy 3.2.21 Encourage **comprehensive development planning**.
- Policy 3.2.22 Encourage **residential buildings** on non-agricultural land to be set back **from the ALR boundary**, in accordance with the provincial guidelines in *Guide to Edge Planning*.
- Policy 3.2.23 Encourage site development and landscape plans that **minimize water usage** and reflect water conservation measures, such as using indigenous, drought-tolerant, fire-resistant plants.
- Policy 3.2.24 Encourage existing developments adjacent to forestry lands to **minimize the risk of wildfire** by reducing the amount of potential fire fuel between the trees and any building.

## 4.0 AGRICULTURAL USE

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

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

## 4.1 Agricultural Use Objectives

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

## 4.2 Agricultural Use Policies

It is the Regional District's policy to:

- Policy 4.2.1 Pursue the development of a long-term **plan to increase non-potable water availability** for farming purposes.
- Policy 4.2.2 Maintain a **minimum lot size** of 2 hectares, subject to approval by the ALC, in areas designated for Agricultural uses.
- Policy 4.2.3 Support applications to **include agricultural properties in the ALR.**

### Advocacy Policies

- Policy 4.2.4 Discourage the **removal of agricultural land from the ALR.**
- Policy 4.2.5 Encourage the **interim use of agricultural lands** for forestry, silviculture, open space and recreational uses that will not impair the future agricultural viability of those lands.
- Policy 4.2.6 Discourage the **subdivision of land within the ALR** into parcels too small to support economically-viable agriculture.
- Policy 4.2.7 Encourage the production of **non-genetically-engineered organisms**, the use of best practices and the avoidance of chemical pesticides.

## 5.0 RESOURCE USE

Much of the Sproat Lake area is resource land, predominantly forested, with some gravel extraction on the east side of the Plan area. Large tracts of these resource lands are owned by the Province, while other portions are privately owned. Forested lands provide economic activity, employment, wildlife habitat, stream protection, and buffers between potentially conflicting uses, as well as aesthetic and environmental benefits.

The ACRD also recognizes that natural resources are vital to the development and maintenance of the built environment and its infrastructure. There is some potential for the extraction of mineral and aggregate deposits in the Plan area. Known sand, gravel and mineral reserves are shown on Map No. 4.

### 5.1 Resource Objectives

- Objective 5.1.1            Maintain a forested land base that contributes to fostering viable resource industries.
- Objective 5.1.2            Maintain forest cover throughout the Plan area so that the hydrological integrity of the Sproat Lake and Great Central Lake watersheds is maintained in order to protect drinking water sources.

### 5.2 Resource Policies

It is the Regional District's policy to:

- Policy 5.2.1            Maintain a **minimum lot size of 20 hectares** in areas designated for Resource uses.
- Policy 5.2.2.            Support **forestry, forestry-related activities, agriculture, resource extraction, fish hatcheries, power-generation facilities and communications facilities** on resource lands, provided all necessary federal and provincial approvals are obtained.
- Policy 5.2.3            Support the on-going use of forest lands for **growing and harvesting of trees**.
- Policy 5.2.4            Support **community forestry** for the benefit of the local community.

## Advocacy Policies

- Policy 5.2.5 Encourage large-lot land owners to **retain tree-cover** by using selective harvesting methods and practices that protect and maintain slope and soil integrity and to maintain a buffer adjacent to agricultural and other non-resource lands.
- Policy 5.2.6 Urge that use of private forest lands and Crown lands be conducted in a manner that does **not jeopardize existing and future domestic water quality, flow and supply**, that does not jeopardize sewer systems and that minimizes deforestation.
- Policy 5.2.7 Encourage the provincial government to monitor the effectiveness of **resource policies and regulations** that ensure and support sustainable forest practices and protect drinking water sources on all privately-owned forest lands.
- Policy 5.2.8 Encourage the ministry responsible for forests, major forest companies, community forest operators and small-scale logging operators to utilize **best forest management and harvesting practices** to ensure a sustainable forest resource base while preserving local water resources and other significant environmental features and giving consideration to adjacent residential and recreational values.

## 6.0 FISH HATCHERY USE

Fish hatcheries provide a substantial contribution to the important fishing industry in the Alberni Valley. There are three fish hatcheries in the Sproat Lake Plan area, all in the Great Central Lake neighbourhood. The federally-owned Robertson Creek Hatchery has been producing spring and coho salmon for over 30 years. Mainstream Canada, a private enterprise, produces Atlantic salmon in its land-based operation. Omega Pacific Hatchery also operates in the area.

### 6.1 Fish Hatchery Objectives

- Objective 6.1.1 Retain and foster the continued operation of fish hatcheries.

### 6.2 Fish Hatchery Policies

It is the Regional District's policy to:

Policy 6.2.1                Support the ongoing operation of publicly- and privately-owned **fish hatcheries**.

## 7.0 INDUSTRIAL USE

There are a number of industrial uses, both heavy and light, in the Sproat Lake area that provide employment and economic diversity. The ACRD recognizes the need to designate suitable areas for industrial uses and to encourage industry and industrial uses to locate there. Lands along Hector Road, adjacent to the Alberni Valley Regional Airport and to the east of Devil's Den Lake, designated as Industrial on Map No. 2 of this Plan, reflect present industrial uses as well as areas where future industrial uses are appropriate. New industrial uses may also be permitted on the lands designated Airport Use (refer to Section 15 below).

### 7.1 Industrial Objectives

Objective 7.1.1            Facilitate the growth and diversification of the local economy.

Objective 7.1.2            Ensure that opportunities for home industry are provided and implemented with minimal disturbance to neighbours.

### 7.2 Industrial Policies

It is the Regional District's policy to:

Policy 7.2.1                On lands designated Industrial, permit **principal uses** such as heavy industrial uses, light industrial uses, business or industrial parks, storage and warehousing, manufacturing and fabrication, as specified by the zoning bylaw.

Policy 7.2.2                Require industrial uses and activities to be **screened and buffered** where they are located adjacent to non-industrial land.

Policy 7.2.3                Support the **expansion or establishment of services** such as fire protection and communal or community water and sewer to industrial areas where more intensive industrial activities are developed.

#### Advocacy Policy

Policy 7.2.4 Encourage industrial uses to locate in areas so designated, such as the **airport area and Hector Road**.

## 8.0 COMMERCIAL USE

Sproat Lake has a number of commercial properties, mainly along the Highway 4 and Hector Road. These are smaller, neighbourhood-oriented enterprises. It is anticipated that some new commercial uses can be accommodated within the area designated for comprehensive development on the east side of Sproat Lake Provincial Park.

The growth of commercial development is expected to be of a smaller-scale, local-service type. The City of Port Alberni is and will continue to be the primary retail and service centre for the Alberni Valley. The Tseshaht Market is a conveniently-located neighbourhood and highway commercial store and gas bar.

### 8.1 Commercial Objectives

Objective 8.1.1 Facilitate the establishment and operation of small-scale commercial development that is compatible with Sproat Lake's predominantly rural character.

Objective 8.1.2 Encourage tourism, specifically ecotourism, and other economic development opportunities.

### 8.2 Commercial Policies

It is the Regional District's policy to:

Policy 8.2.1 Consider permitting the following **principal uses on lands designated Commercial**: local commercial, service commercial, highway commercial, tourist commercial, recreation commercial, and campground commercial, as specified by the zoning bylaw.

Policy 8.2.2 Permit **residential developments above commercial** establishments.

Policy 8.2.3 Require **development permits** on lands designated as Commercial within the Highway 4 corridor area.

- Policy 8.2.4 Support the expansion and location of **highway and tourist commercial uses** in the vicinity of Highway 4 and Stuart Avenue and tourist and neighbourhood services in the West Bay area.
- Policy 8.2.5 Support existing commercial enterprises as well as new enterprises that wish to establish a **small-scale, local-service business** in commercially designated areas outside the main transportation corridor area.
- Policy 8.2.6 Work with the Economic Development Office to **promote economic development, tourism and recreational opportunities**.
- Policy 8.2.7 Permit **short-term rental accommodation** as specified by the zoning bylaw.

#### Advocacy Policies

- Policy 8.2.8 Encourage **small-scale “farm-gate” commercial activities** within the Plan area.

## 9.0 RURAL USE

Sproat Lake is essentially a rural area, and its residents enjoy the rural nature and lifestyle that this entails.

### 9.1 Rural Objectives

- Objective 9.1.1 Maintain the predominantly rural character of the area.

### 9.2 Rural Policies

It is the Regional District’s policy to:

- Policy 9.2.1 Maintain a **minimum lot size of 2 hectares** in areas designated as Rural.
- Policy 9.2.2 Permit a **variety of compatible uses** on rural lots in order to make their retention viable.

#### Advocacy Policies

Policy 9.2.3 Encourage owners of rural acreages to **maximize the agricultural potential** of their land.

## 10.0 RESIDENTIAL USE

The Sproat Lake area contains a range of residential uses and lot sizes, from small, suburban lots to acreages and vacation/recreational properties. This diversity affords existing residents and newcomers a number of accommodation options and provides variety within the Plan area. While single-family dwellings form the majority of residential uses, the ACRD recognizes that there may be a need for accessory residential dwelling units, multi-family housing, manufactured homes and residential use above commercial space in some locations in order to facilitate the provision and viability of rental, affordable and special-needs housing. Housing needs for the next five years and the foreseeable future can be met on existing undeveloped properties and within the CDA on the east side of Sproat Lake Provincial Park at densities consistent with surrounding parcels and higher if tailored to comprehensive development proposals.

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

### 10.1 Residential Objectives

Objective 10.1.1 Allow a range of housing options within the Plan area.

### 10.2 Residential Policies

It is the Regional District's policy to:

Policy 10.2.1 Ensure that the **principal use** in all areas designated as Residential must be residential, as specified by the zoning bylaw.

Policy 10.2.2 Facilitate **accessory residential dwelling units** in new home construction on lots that are not less than 0.4 hectare and capable of meeting health requirements for sewage disposal for an accessory residential dwelling unit.

Policy 10.2.3 Allow **density bonusing** for the conservation or protection of green space, sensitive ecosystems or wildlife and wildfowl habitat on a proportional basis. As an example, a conservation area of 10% set aside

will result in a 10% density bonus with a minimum increase of one additional lot or residential unit.

Policy 10.2.4 Only consider density bonusing for properties with a minimum lot size of 2 hectares and where the new lots will be serviced with **communal or community water and sewer**.

Policy 10.2.5 Consider **density averaging** for subdivision applications where a communal or community sewer system is accepted by the provincial Approving Officer.

Policy 10.2.6 Consider **smaller lot sizes** for subdivision applications where a substantial portion of the lot is preserved as green space and where the property is designated as a Comprehensive Development Area.

Policy 10.2.7 Require that all new lots created by subdivision are **serviced** with water and sewerage, as follows:

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

Policy 10.2.8 Support the continued use of the existing **manufactured home parks** in the locations shown on Map No. 2.

Policy 10.2.9 Support the provision of **special needs housing, seniors' accommodation, and affordable or rental housing** through the use of density bonusing, residential use above commercial, the addition of an accessory residential dwelling unit and other means.

Advocacy Policies

Policy 10.2.10 Encourage homeowners with an **existing accessory residential dwelling unit** to ensure that it meets all present-day health and safety requirements.

Policy 10.2.11 Encourage natural areas and open space conserved by density bonusing or density averaging to be **accessible to the general public**.

## 11.0 RECREATIONAL RESIDENTIAL USE

Sproat Lake offers a wealth of recreational opportunities to both residents of the Alberni Valley and visitors to the area. Many people wish to maintain a seasonal or recreational property on the lake. Additionally, many areas on the lake are not adequately serviced or accessible for full-time residency. If owners of property within this land-use designation wish to reside on the property year-round, they would have to apply for an OCP amendment and rezoning, demonstrating that the property meets health and safety requirements.

Tourist accommodation is permitted only in appropriate commercial zones.

### 11.1 Recreational Residential Objectives

Objective 11.1.1 Provide opportunities for seasonal residency.

### 11.2 Recreational Residential Policies

It is the Regional District's policy to:

Policy 11.2.1 Permit **part-time residential use** for seasonal or recreational purposes within areas designated Recreational Residential.

Policy 11.2.2 Only permit the development of new lots for part-time residential use where **access is provided either by dedicated roads or by forestry roads.**

## 12.0 COMPREHENSIVE DEVELOPMENT

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

## 12.1 Comprehensive Development Objectives

Objective 12.1.1 Provide opportunities for comprehensive development planning.

## 12.2 Comprehensive Development Policies

It is the Regional District’s policy to:

Policy 12.2.1 Work in consultation with the land owner to finalize the **details of CDA plans**, taking into consideration the unique features of the specific site.

Policy 12.2.2 Where a development agreement is used, it should include the details of the development plan, servicing, parkland dedication, public access to the foreshore (if the development is adjacent to the foreshore), phasing (if applicable) and any other matter in accordance with Sections 903, 904, 905.1 or any other sections of the *LGA*, Section 219 of the *Land Title Act* and other regional district authority.

## 13.0 COMMUNITY SERVICE USE

There is one large area designated for community service, institutional or civic uses in the Sproat Lake Plan area, the regional landfill on the east side of Devil’s Den Lake, and a number of smaller lots, including the three fire halls, the fire practice site, the community hall and a school site.

The adjacent City of Port Alberni provides and will continue to provide the major social and community services to the residents of the Plan area. There appears to be limited demand for expanded community service uses in the Sproat Lake Plan area at present, and no new facilities are currently proposed.

## 13.1 Community Service Objectives

Objective 13.1.1 Maintain existing community service uses within the Plan area.

## 13.2 Community Service Policies

It is the Regional District’s policy to:

- Policy 13.2.1 Support the **continued use** of the community service uses within the community, including the community hall.
- Policy 13.2.2 Work with the land owner to **acquire the land** on which the community hall is located.
- Policy 13.2.3 **Rehabilitate the community hall** preferably in its current location or replace it in a new location.
- Policy 13.2.4 Seek **additional community service, institutional or light-industrial uses** for the vacant airport lands.
- Policy 13.2.5 Support the Sproat Lake Fire Department in its on-going efforts to use the most efficient and effective means of **providing fire protection** for property, residents and visitors in the Plan area.

## 14.0 INFRASTRUCTURE

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

Water – drinking water, water for agriculture and riparian areas – is extremely important to residents of the Alberni Valley. Many of the residents of the Sproat Lake area draw their drinking water from the lake, while some homes have individual wells. Negative impacts created by forest practices or resource extraction within a watershed can affect large numbers of residents and properties. Therefore the use of private and Crown lands should be conducted in a manner that does not jeopardize existing and future water quality, flow and supply.

In terms of transportation, Highway 4 through the Sproat Lake area is the only road between the City of Port Alberni and the West Coast. The importance of this route means that an orderly and efficient valley-wide transportation network must be balanced with the protection of existing residential neighbourhoods from excessive heavy traffic.

No new roads are anticipated in the short term, although access to comprehensive development areas will be required as part of their development. Communal water or sewer systems may be developed as needed, because of water quality or sewage disposal issues. No Regional District owned and operated (community) water or sewer systems are presently anticipated, and CDA development is likely to result in private communal systems.

**14.1 Infrastructure Objectives**

- Objective 14.1.1      Require all development to be serviced with adequate potable water and sewerage.
- Objective 14.1.2      Maximize the effectiveness of existing infrastructure.
- Objective 14.1.3      Provide an efficient road and trails network that emphasizes non-motorized alternatives.

**14.2 Infrastructure Policies**

It is the Regional District’s policy to:

- Policy 14.2.1            Work with residents, relevant provincial ministries, the City of Port Alberni and neighbouring jurisdictions to develop a **logical, efficient and neighbourhood-sensitive** transportation network plan.
- Policy 14.2.2            Work with residents, land owners, provincial ministries and community groups, to develop safe **road-side pathways** and trails that parallel roads with heavy traffic.
- Policy 14.2.3            Consider the development and use of **communal or community systems** for the provision of water or sewerage.
- Policy 14.2.4            Collaborate with land owners and provincial resource agencies to determine the feasibility of developing **watershed management plans** for watersheds that provide drinking water and water for agriculture.
- Policy 14.2.5            Seek co-operation of other government agencies in implementing an **integrated approach to water resource management.**
- Policy 14.2.6            Support necessary **future road development** that incorporates road-side trails.

Advocacy Policies

- Policy 14.2.7            Encourage the provincial government to develop forestry policies and regulations that ensure and support **sustainable forest practices** and protect drinking water sources on all privately-owned resource lands.
- Policy 14.2.8            Encourage **protection of community watersheds and recharge areas** within the Plan area.

- Policy 14.2.9 Encourage the **cost-sharing of new infrastructure** systems with adjacent local governments and provincial agencies to promote greater efficiency.
- Policy 14.2.10 Encourage the Approving Officer to **limit further access directly onto Highway 4** where alternate access onto a secondary road is available.
- Policy 14.2.11 Encourage subdivision applicants to take into account the future development and maintenance of **multi-use paths and trails as part of the transportation system**.
- Policy 14.2.12 Encourage all property owners to maintain and upgrade, where necessary, septic systems to provincial health standards.
- Policy 14.2.13 Encourage the use of non-carbon-emitting forms of transportation.

## 15.0 AIRPORT USE

The Alberni Valley Regional Airport is located in the Sproat Lake OCP area. The airport is owned and operated by the ACRD. In addition to the facilities normally associated with an airport, the airport lands provide opportunities for airport-related and industrial activities. There are currently a number of such uses on the airport lands.

### 15.1 Airport Objectives

- Objective 15.1.1 Enhance the economic viability of airport operations.
- Objective 15.1.2 Provide the opportunity for compatible businesses to locate on the airport lands.

### 15.2 Airport Policies

It is the Regional District's policy to:

- Policy 15.2.1 Work with the City of Port Alberni, the Economic Development Office, First Nations, the Chamber of Commerce and other agencies to **promote greater use** of the Alberni Valley Regional Airport.
- Policy 15.2.2 **Cooperate with airline companies**, flying clubs and individual pilots using the airport.

- Policy 15.2.3 Support the **retention of existing businesses** located on the airport lands.
- Policy 15.2.4 **Promote the availability of land** at the airport to airport-related and compatible businesses.

## 16.0 HERITAGE AND CULTURE

The Plan area and the rest of the Alberni Valley have a long history of industrial uses and an even-longer history of First Nations' occupation and use of the land, as evidenced by the existence of petroglyphs at the eastern end of Sproat Lake and culturally modified trees. Alberni Valley residents share the traditional territory of First Nations such as the Tseshaht, the Hupacasath and the Uchucklesaht.

The industrial history of the area can be seen in the remains of old logging sites, sawmill facilities, old mining locales, corduroy roads (early logging roads formed of logs) and the remnants of logging communities, such as that at Boot Lagoon on Great Central Lake.

The Community Hall is viewed by local residents as a building with significant and memorable uses.

### 16.1 Heritage and Culture Objectives

- Objective 16.1.1 Identify, protect and conserve archaeological and historical sites within the Plan area.

### 16.2 Heritage and Culture Policies

It is the Regional District's policy to:

- Policy 16.2.1 Refer development proposals in areas of **potential archaeological importance** to the provincial Archaeology Branch.
- Policy 16.2.2 Support the identification, protection and **conservation of archaeological sites and features** through the Approving Officer's subdivision review and approval requirements; any known

archaeological feature or site should be identified by checking the provincial archaeological database and clearly shown on an application for subdivision.

### Advocacy Policies

Policy 16.2.3 Encourage private land owners and developers to **respect archaeological features** when discovered and identified.

## **17.0 PARKS AND RECREATION USE**

There are a number of provincial and regional parks and campsites located in the Sproat Lake Plan area. The trails in the area play an important role in maintaining the health and safety of recreational users. There is a desire for more multi-use (pedestrian, equestrian and cycling) trails within the community, particularly paralleling major transportation routes.

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

Other parks or cash in lieu of parkland may be considered by the ACRD in other areas in response to subdivision or development proposals in accordance with the principles and policies in this plan.

### **17.1 Parks and Recreation Objectives**

- Objective 17.1.1 Develop an integrated network of multi-use trails within the Plan area to connect with trails in adjacent areas.
- Objective 17.1.2 Improve access to Sproat Lake and Great Central Lake.
- Objective 17.1.3 Facilitate the development of a range of parks and trails.
- Objective 17.1.4 Incorporate environmental protection in park design, management and use.

## 17.2 Parks and Recreation Policies

It is the Regional District's policy to:

- Policy 17.2.1 Work with the City of Port Alberni, First Nations, the provincial government, private land owners, the Trails Committee, the Sproat Lake Parks Commission and local residents to develop a **comprehensive trail network**.
- Policy 17.2.2 Pursue the incorporation of **multi-use paths along highways** within the community and, in particular, along Highway 4, Faber Road, Stirling Arm Drive and Lakeshore Road.
- Policy 17.2.3 Expand the linear **park system** along the Stamp and Somass Rivers and along major creeks.
- Policy 17.2.4 Through the subdivision process, collaborate with the relevant ministry to obtain **public access to the foreshore and to streams** when appropriate, through dedication in accordance with Section 941 of the *LGA*.
- Policy 17.2.5 Work with residents, community groups, property owners and the Sproat Lake Parks Commission to ensure that **local residents have adequate access to the lakes** within their neighbourhoods.
- Policy 17.2.6 Work with provincial authorities, local residents, property owners and the Sproat Lake Parks Commission to identify, improve and provide signage for **public accesses in appropriate locations** to the foreshore and streams.
- Policy 17.2.7 Only support trails on ALR lands that have, in addition to the land owner's permission, the **approval of the ALC** and that are designed in accordance with the specifications in *A Guide to Using and Developing Trails in Farm and Ranch Areas*.
- Policy 17.2.8 Require **parkland dedication** through the subdivision process where it meets stated parkland planning objectives/goals for the area or where indicated with a "P" on Map No. 2 and only consider cash in lieu of parkland where the provision of land for a park is not ideal.
- Policy 17.2.9 Work with provincial and federal authorities, land owners, community groups and businesses to promote the **development in Resource areas and in provincial parks** of additional day-camp and picnic facilities, boat-launch ramps, parking, toilets, access to the lakes, with maintenance and

supervision, where appropriate, and specifically in the Taylor Arm area and, if feasible, in the Two Rivers area.

### Advocacy Policies

Policy 17.2.10 Encourage **sustainable, environmentally-sensitive, respectful use** of parks and trails.

Policy 17.2.11 Encourage provincial authorities to **expand Fossli Provincial Park** with some wilderness camping facilities.

## 18.0 MARINE USE

This section on marine uses is intended to include a wide range of objectives and policies for waterbodies such as Sproat Lake, Great Central Lake and other major streams within the Plan area. In addition, three site-specific designations – marina use, float-home use and conservation – are contained within this section.

The Sproat Lake watershed drains an area of 357 km<sup>2</sup> (35,700 ha)<sup>2</sup> and covers most of the Plan area. Both Sproat Lake and the Taylor River have been identified with having high fisheries values, and the Sproat Lake watershed is designated a community watershed.<sup>3</sup> Sproat Lake supplies drinking water for homes along the lakeshore. This large and diverse lake also has exceptional recreational values. For these reasons Sproat Lake is seen by local residents and visitors as a unique feature, and is treated as such in this Plan.

Great Central Lake, which is approximately 42 km. in length and 5,180 hectares in area, is a very fertile spawning ground.

Boating is a popular recreational activity on both Sproat Lake and Great Central Lake. A wide variety of watercraft, including houseboats, powerboats, sailboats, jet-skis, canoes and kayaks, are used by local residents and visitors. Used responsibly, these watercraft have little impact on the lake environment. However, misuse, accidents and irresponsible practices – such as parking on sensitive shoreline, fuel spills and dumping of black- and/or grey-water – can lead to the degradation of water quality and the destruction of fish and wildlife habitat.

With the increasing level of motorized boating on the lakes, there are concerns about the consequent impacts on the natural environment, human safety and quiet enjoyment. The level of concerns, combined with the fact that limited resources are available for enforcement,

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<sup>2</sup> Sproat Lake Watershed Assessment Update (2008), David Campbell, M.Sc., P.Geo.

<sup>3</sup> *Ibid.*, p. 8

prompted the development of this section of the Plan and an awareness of the need for greater efforts to educate the boating public.

## 18.1 Marine Use Objectives

- Objective 18.1.1      Protect the quality and quantity of water in Sproat Lake and Great Central Lake.
- Objective 18.1.2      Maintain the unique physical and biological characteristics of the shoreline environments.
- Objective 18.1.3      Promote active, responsible stewardship of the lakes.
- Objective 18.1.4      Distinguish between the levels and types of uses that can be supported by different areas of the lakes.

## 18.2 Marine Use Policies

- Policy 18.2.1          Designate **development permit areas** 30 metres from the high water mark on major streams and 15 metres on Sproat Lake and minor streams.
- Policy 18.2.2          **Designate specific areas** for marina use, float-home use and conservation.
- Policy 18.2.3          Permit the **mooring of houseboats** only in areas designated for Marina use as specified in the zoning bylaw.
- Policy 18.2.4          Permit **only those structures**, such as moorage, docks and fences **on the foreshore** that are in compliance with the *Navigable Waters Protection Act* and the zoning bylaw.
- Policy 18.2.5          Permit only those waterfront improvements, such as floats, docks and piers, below the high water mark to the west of the E&N land grant line that have obtained a **Land Act tenure** from the provincial government.<sup>4</sup>
- Policy 18.2.6          Work with provincial and federal authorities to increase public

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<sup>4</sup> [http://www.for.gov.bc.ca/Land\\_Tenures/tenure\\_programs/programs/privatemoorage/index.html](http://www.for.gov.bc.ca/Land_Tenures/tenure_programs/programs/privatemoorage/index.html) TimberWest may implement a similar policy for waterfront improvements that fall under its jurisdiction to the east of the E&N land grant line.

awareness, to provide information on **safe and courteous boating and specific marine-use areas** and to post signage at legitimate boat launch locations.

Policy 18.2.7 Work with provincial authorities, landowners and community groups to increase public awareness of the **impacts of chemical fertilizers, pesticides**, the spread of aquatic weeds and invasive species.

Policy 18.2.8 Support the development of a **sewage pump-out facility** to serve watercraft on Sproat Lake.

Policy 18.2.9 Support the continuation of the Sproat Lake **Marine Patrol program**.

Policy 18.2.10 Work with federal and provincial authorities to extend the **greywater discharge prohibition** to Sproat Lake and Great Central Lake.

Policy 18.2.11 Work with the local community, land owners and business owners to identify an appropriate location for **water-related industrial uses**.

Policy 18.2.12 Support the establishment of a **paddling centre** at the Bomber Base site or at any other appropriate location and the continuation of the Sproat Lake Regatta.

#### Advocacy Policies

Policy 18.2.13 Encourage provincial and federal authorities to continue to **monitor issues and activities** that impact water quality and quantity in Sproat Lake and Great Central Lake.

Policy 18.2.14 Encourage the use of **non-motorized navigational watercraft** such as kayaks, canoes and sailboats and the minimization of noise from motorboats.

Policy 18.2.15 Encourage federal authorities to establish a **“Slow – no wake” speed limit** near highly-populated residential areas on Sproat Lake.

Policy 18.2.16 Encourage **sustainable, environmentally-sensitive use** of the lakes and adherence to the *Canada Shipping Act* and Regulations, including the enforcement of Transport Canada’s unposted speed limit of 10 km/hr within 10 metres from shore.<sup>5</sup>

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<sup>5</sup> [http://www.tc.gc.ca/eng/marinesafety/debs-obs-quick-quick\\_visitor-1610.htm](http://www.tc.gc.ca/eng/marinesafety/debs-obs-quick-quick_visitor-1610.htm)

- Policy 18.2.17 Encourage waterfront owners to **share dock facilities** that extend to deep water in order to minimize the impact of numerous docks in shallow water, as recommended by best practices guides.<sup>6</sup>
- Policy 18.2.18 Encourage waterfront owners to **use best practices in the siting of structures** on the foreshore and in aquatic areas, the requirement to comply with the *Fish Protection Act* and the *Navigable Waters Protection Act*, the avoidance of sensitive areas and the selection of materials.
- Policy 18.2.19 Encourage the use of “soft” shoreline protection measures such as vegetation enhancement, upland drainage control and biotechnical measures, rather than the construction of “hard” measures such as concrete groins, lock block and retaining walls.
- Policy 18.2.20 Encourage familiarization by both boaters and lakeshore residents with federal and provincial rules and regulations for safe, courteous and sensitive use of the water and the foreshore.<sup>7</sup>
- Policy 18.2.21 Discourage any increase in the **number of houseboats**, wakeboard and wake-surfing boats, oversized motorboats and ocean-going motorboats on Sproat Lake to minimize damage to the foreshore and to shoreline improvements.
- Policy 18.2.22 Discourage the use of **uncoated styrofoam floats** for docks.
- Policy 18.2.23 Encourage the installation of grey-water holding tanks on houseboats.

## 19.0 NATURAL ENVIRONMENT

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

<sup>6</sup> Ministry of Agriculture and Lands' *Requirements and Best Management Practices – Designing Your Dock or Boat Launch; On the Living Edge: Your Handbook for Waterfront Living, BC Edition*; the federal/provincial publication *Coastal Shore Stewardship: A Guide for Planners, Builders and Developers*; *Living by Water*; *Guide to Green Boating* and others

<sup>7</sup> <http://boating.ncf.ca/laws.html>; <http://safeboatingcourse.ca/>; [http://www.boatsmartexam.com/en/?utm\\_source=bing&utm\\_medium=cpc](http://www.boatsmartexam.com/en/?utm_source=bing&utm_medium=cpc); and others

corridors is important for human safety.

Reducing greenhouse gas emissions is a critical concern that can be addressed, to a significant extent, by the use of development permits. Riparian areas have been designated as development permit areas, generally as shown on Map No. 3.

There are both water and land areas in the Sproat Lake area that are of significant environmental or cultural sensitivity. These areas are seen as requiring special attention and protection.

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

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

The ACRD, in setting targets for greenhouse gas emissions reduction, must consider the unincorporated areas of the regional district as a whole, as the inventory is not broken down by electoral area. In 2007, the ACRD electoral areas used a total of 1,510,650 Gigajoules of energy and produced 46,228 tonnes of CO<sub>2</sub> emissions. The ACRD sets the following targets for the rural areas as a whole:

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

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

Policies, in addition to those contained earlier in this Plan, and actions to achieve these targets follow in sections 19.2 and 19.3.

**19.1 Natural Environment Objectives**

- Objective 19.1.1 Support the protection of environmentally-sensitive areas and species at risk.
- Objective 19.1.2 Support the protection of the quality of surface and ground water, fish habitat, and wetlands.
- Objective 19.1.3 Minimize opportunities for human-wildlife conflicts.
- Objective 19.1.4 Facilitate the reduction of greenhouse gas emissions.
- Objective 19.1.5 Minimize the spread of invasive species.

**19.2 Natural Environment Policies**

It is the Regional District’s policy to:

- Policy 19.2.1 Protect the **environmental integrity of the natural resources** including lakes, wetlands, rivers, streams and karst features.
- Policy 19.2.2 Protect known sensitive ecosystems, wildlife and wildfowl habitat, and **environmentally-sensitive areas**.
- Policy 19.2.3 Facilitate the development of new and expansion of existing **water systems** in neighbourhoods consisting of smaller lots.
- Policy 19.2.4 Facilitate the development of **new communal sewer systems**.
- Policy 19.2.5 Support adherence to Bear Smart Community guidelines on the website <http://www.env.gov.bc.ca/wld/bearsmart/#first> in order to **minimize human/bear conflicts**.
- Policy 19.2.6 Seek guidance and financial assistance from senior governments for **help in implementing** its greenhouse gas emission reduction targets and policies.
- Policy 19.2.7 Work with provincial authorities to prevent the introduction and spread of **invasive plant and animal species**.
- Policy 19.2.8 Preserve **areas designated for Conservation** from development, construction, camping and overnight mooring.

## Advocacy Policies

- Policy 19.2.9 Discourage **development in hazardous areas**, including on or in close proximity to steep slopes (30% or greater), lands prone to flooding, or lands susceptible to slumping.
- Policy 19.2.10 Encourage the installation of **bike racks** at all commercial establishments in the Plan area.
- Policy 19.2.11 Encourage the use of **non-motorized forms of transportation** such as walking and bicycling and the use of public transit, car-pooling and ride-sharing to minimize greenhouse gas emissions.
- Policy 19.2.12 Encourage **siting** all dwellings, buildings and structures where they have the least impact on the natural environment and where they may best utilize passive solar heating.
- Policy 19.2.13 Encourage the use of **energy and water conservation devises** such as solar panels or tubes, rainwater collection systems, composting or low-flush toilets, greywater systems, low-water-using showers and appliances in all buildings.
- Policy 19.2.14 Encourage the use of **geothermal, air-source heat pumps or solar energy** to reduce greenhouse gas emissions.
- Policy 19.2.15 Encourage the **retention of natural vegetation for carbon sequestration**.
- Policy 19.2.16 Urge residents to refrain from providing food to **bears**.
- Policy 19.2.17 Encourage residents and visitors to be aware of the existence of **cougars** in the Plan area and to become familiar with encounter guidelines such as those in “Living Smart with Cougars”.<sup>8</sup>
- Policy 19.2.18 Encourage the use of Conservation Data Centre mapping to identify the existence of any **species at risk** in order to protect them when planning and implementing development plans.
- Policy 19.2.19 Discourage **open burning** of waste and refuse in order to protect air quality and prevent air-pollution-related health risks.<sup>9</sup>

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<sup>8</sup> <http://www.wildsmart.ca/cougarsmart.htm>

<sup>9</sup> <http://www.env.gov.bc.ca/epd/bcairquality/reports/pdfs/open-burning-bylaws-vancouver-island.pdf>

Policy 19.2.20 Encourage **shoreline stabilization** by means such plantings, logs, large rocks, etc., rather than retaining walls and other hardening materials wherever possible.<sup>10</sup>

Policy 19.2.21 Encourage homeowners to **upgrade old appliances and wood stoves** to energy-efficient ones.

### 19.3 Greenhouse Gas Emissions Reduction Actions

Action #1 The Regional District will build or assist in building, acquire, provide or otherwise encourage through development approvals not less than **one kilometre of pathway or trail per year** within the Plan area.

Action #2 The Regional District will provide information and advice to home owners who wish to **legalize an existing accessory residential dwelling unit** or to create a new one.

Action #3 The Regional District will work with the **Trails Committee** to develop a valley-wide trails network.

Action #4 The Regional District will investigate the viability of a **paratransit system**.

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<sup>10</sup> See “On the Living Edge: Your Handbook for Waterfront Living” and “Coastal Shore Stewardship: A Guide for Planners, Builders and Developers on Canada’s Pacific Coast”

## PART III – USE OF THE PLAN

### 20.0 IMPLEMENTATION

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

Implementation can be achieved by the use of a number of methods and tools. The Regional District currently employs its Zoning and Building Bylaws and, in some instances, development permits, as tools. This Plan extends the use of development permits to the expanded Plan area to enable the ACRD to better control development in riparian and sensitive areas. New development permit areas have been included in the Plan. The intent, exemptions and guidelines for DPAs are contained in Sections 20.1 to 20.6 below. The approximate locations of DPAs are shown on Map No. 3; the relevant DPA section below should be referred to for specific boundaries of a DPA.

Another tool, the designation of lands as **development approval information areas (DAIAs)**, is used in this Plan to facilitate the provision of information on the anticipated impact of the proposed activity or development on the community. This is detailed further in section 20.7.

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

While vacation rentals are not currently permitted in residential designations in the plan area, there is an interest by some property owners to look at options for vacation rentals. As part of the OPC implementation, a study looking at options for vacation rentals, should be undertaken by the Regional District.

#### 20.1 Development Permit Areas

Section 919.1(1) of the *LGA* allows local governments to designate DPAs for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;

- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;
- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

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

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

DPA I	Riparian Areas Protection
DPA II	Protection from Natural Hazard Areas
DPA III	Objectives for Form and Character

## 20.2 DPA General Guidelines

The following general guidelines apply to all DPAs:

- Guideline 20.2.1 Where land is subject to more than one DPA designation, only a single development permit is required and only one permit fee will be charged. However, the application is subject to the requirements of all applicable DPAs.
- Guideline 20.2.2 On existing lots that are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.
- Guideline 20.2.3 The Regional District may consider issuing a development permit to vary or supplement a bylaw or to set standards in accordance with Section 920 (2) of the LGA.

## 20.3 Development Permit Exemptions

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

- i. Form and character of buildings that do not involve multi-family residential, commercial or industrial uses.
- ii. Interior or structural alterations or repairs to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building's footprint or height.
- iii. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement, soil stabilization or erosion control.
- iv. Routine maintenance of existing landscaping, lawn, paths, gardens or driveways.
- v. The removal of invasive plants or noxious weeds listed on the Coastal Invasive Plant Committee's website<sup>11</sup>, provided that measures are taken to avoid sediment or debris being discharged into the stream or onto the foreshore and the area is replanted with native species.
- vi. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, in consultation with the Fisheries & Oceans Canada if the trees are located within a riparian setback, that represent an imminent safety risk.
- vii. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals, on provision of evidence of such approvals to the ACRD.
- viii. Emergency procedures to control or reduce immediate threats to life or property, such as those described in the Provincial Emergency Program and in compliance with federal and provincial legislation, including:
  - a) emergency actions for flood protection and erosion protection;
  - b) removal of hazard trees;
  - c) clearing of an obstruction from bridge, culvert or drainage flow in accordance with the *Water Act*;
  - d) bridge and safety fence repairs in accordance with the *Water Act*; and
  - e) limbing, pruning and topping of trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a professional arborist.
- ix. Public works and services constructed following best management practices for the specific concern with the DPA.
- x. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
- xi. Activities permitted by the provincial government on Crown forestry lands.
- xii. Farming activities on land within the Agricultural Land Reserve.
- xiii. Pump houses of not more than 9.2 m<sup>2</sup>.
- xiv. Paths for pedestrian use up to 1.0 metre in width provided all of the following are

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<sup>11</sup> <http://coastalinvasiveplants.com/invasive-plants/priority-plants> at the time of adoption of this Plan.

satisfied:

- a) are constructed exclusively of pervious natural materials with no concrete, asphalt, pavers or treated wood;
- b) do not entail structural stairs;
- c) entail removal of streamside or lakeside vegetation;
- d) do not impair stream bank or lakeshore stability;
- e) do not impact sensitive habitat; and
- f) are specifically designed to discourage motorized vehicle use.

## 20.4 DPA I – Riparian Areas Protection

### **Category**

In conformance with the objectives of the provincial *Fish Protection Act*, the ACRD wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 919.1 (1) (a) of the *LGA*, the ACRD designates riparian areas along streams, as defined by provincial regulations,<sup>12</sup> as DPA I areas. DPA I areas include all of the lands within 30 metres of major streams and within 15 metres of Sproat Lake and minor streams. Setbacks will be calculated as follows:

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

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

Within the Sproat Lake OCP area, “major streams” include Great Central Lake, Boot Lagoon, Taylor River, Alberni Inlet, Ash River, Stamp River, Somass River, Sproat River and Two Rivers. “Minor streams” include but are not limited to Somers Lake, Patterson Lake, Turtle Lake, Ward Lake, Devil’s Den Lake, McCoy Lake, Shuhum Creek, Ward Creek, Bookhout Creek, Clutesi Creek, Friesen Creek, Heath Creek, Demens Creek, Nook Creek, Fossli Creek, St. Andrew Creek, St. Dennis Creek, all other named and unnamed creeks, lakes and wetlands.

The community recognizes that a stream – whether located within lands designated for

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<sup>12</sup> [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/10\\_376\\_2004](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/10_376_2004)

resource use, agricultural use or residential or rural use – is a continuous entity and should be protected along its entire length.

### ***Justification***

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

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

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

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

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

The objectives of having these Development Permit requirements include:

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

### ***Guidelines***

The following guidelines apply:

- i. Development or alteration should be planned to avoid intrusion into DPA I areas and to minimize the impact of any activity on these areas.

- ii. A QEP should be retained for the purpose of preparing a report detailing site conditions and describing any measures that must be taken in order to protect the riparian area.
- iii. Protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance streams, fish habitat or riparian areas.
- iv. In the absence of a report from a QEP, a minimum vegetated buffer of 30 metres between the high water mark and any building or structure should be preserved on major streams free from development, and 15 metres on minor streams or streams.
- v. The total amount of impervious cover on property adjacent to a stream should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- vi. The construction of a small accessory building such as a gazebo, garden shed or play house may be permitted if all the following apply:
  - a) The building is located within an existing landscaped area;
  - b) No native trees are removed;
  - c) The building is located a minimum of 15 metres from the high water mark of a minor stream or 30 metres from the high water mark of a major stream; and
  - d) The total area of the structure is not more than 9.2 m<sup>2</sup>.

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

[http://www.agf.gov.bc.ca/resmgmt/publist/800Series/823400-1\\_Agriculture\\_Building\\_Setback\\_Factsheet.pdf](http://www.agf.gov.bc.ca/resmgmt/publist/800Series/823400-1_Agriculture_Building_Setback_Factsheet.pdf)

## 20.5 DPA II – Protection from Natural Hazards

### **Category**

In accordance with Section 919.1 (1) (b) and 920 (7.1) of the *LGA*, areas that are or may be subject to natural hazards such as flooding, sea-level rise, erosion, slides, rock falls, subsidence, wildfire, areas within the tsunami-hazard zone and steep slopes with an incline of 30 percent or more are designated as DPA II, generally as shown on Map No. 3. Where a portion of a legal lot falls within the DPA, the entire lot is considered to be subject to the following guidelines until further survey by the property owner and a professional report in accordance with *LGA* Section 920(11) determines the precise portions of the property that would not be affected by natural hazards.

### **Justification**

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

structures.

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

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

Rural areas of the regional district have experienced wildfires in the past, often originating in forested lands. Fire can also spread, however, between a building and nearby forestry lands. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is subject to General Planning Policy 3.2.4 and thereby required to plan for a 10-m fuel-free or fuel-reduced buffer zones between the forested land and any buildings. The ACRD may decide to designate areas located adjacent to forestry lands as development permit areas. Existing developments adjacent to forestry lands are advised to minimize the risk of wildfire by reducing the amount of potential fire fuel between the trees and any buildings.

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

It should be noted that a number of hazard areas lie outside the jurisdiction of OCP policies. These include floodplain areas such as those on the lower Taylor River, Gracie Creek and Sutton Creek and areas prone to landslides such as steep slopes in Snow Creek, Sutton Creek and the upper Taylor River.

### ***Guidelines***

Development of land, buildings and structures should be in accordance with the following guidelines:

- i. In the absence of a geotechnical engineering report where development is proposed on steep slopes, no development or alteration of land will be permitted on the escarpment or within 30 metres of the top of the ridge or the base of the slope.
- ii. Development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA II areas and to minimize the impact of any activity on these areas.

- iii. Development should be planned to avoid the tsunami hazard area, described as the area between the high tide line and a horizontal distance of 30 metres from the natural boundary of the sea or the furthest extent of the tsunami zone as shown by the best available mapping, whichever is greater.
- iv. The recommended flood construction level for coastal areas in the ACRD is 10 metres vertical elevation above the normal highest tide in Alberni Inlet or as calculated by the best available expertise of a QEP taking into consideration the slope of the land, anticipated sea-level rise, storm surges and freeboard.
- v. Prior to any development or alteration of land within DPA II areas, a QEP should be retained for the purpose of preparing a report identifying and describing any hazards which may affect the safe development of the land including, but not limited to:
  - tsunami inundation;
  - riparian flooding;
  - slopes with an incline of 30 percent or more;
  - subsidence; and
  - ground water flows.
- vi. An application for should identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or hazard area.
- vii. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of a stream or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
- viii. The applicant should consider the suitability of the land to accommodate the use intended.
- ix. Plans should establish a safe setback line from any streams and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the opinion of an engineer or qualified professional, be caused by the hazards of flooding, erosion, subsidence, earthquake, mud flows or any combination thereof.
- x. The QEP's recommendations and the conclusion of the report should:
  - a) certify that the land is safe for the use intended;
  - b) acknowledge that the Approving Officer and the ACRD Board may rely upon the report when making a decision on applications for the subdivision and the development of land;
  - c) certify that the probability of a geotechnical failure or other substantial hazard that could result in property damage is less than two per cent (2%) in 50 years or as specified by the most recent edition of the "APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC";
  - d) identify any deficiency in the design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
  - e) prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of

- the development; and
- f) where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.
  - xi. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant's professional engineer should confirm that the works and actions will be acceptable to local government from an environmental perspective, and that they would meet regulatory requirements, prior to completing the report and a detailed design.
  - xii. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA II areas, as recommended by a QEP.
  - xiii. Where lands within DPA II areas subject to seasonal flooding are proposed for development, the flood construction level should be a vertical elevation at least four metres (4 m.) above the high water mark or as stipulated by federal or provincial approval authorities.
  - xiv. Coastline areas that are subject to flooding should be flood-proofed to the standards specified by the authority having jurisdiction.
  - xv. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is required to plan for a 10-m fuel-free or fuel-reduced buffer zone between the forested land and any buildings.

## 20.6 DPA III – Objectives for Form and Character

### ***Category***

In accordance with Section 919.1(f) of the *LGA*, the Regional District establishes objectives for the form and character of development in industrial, commercial and multi-family areas. Areas designated as DPA III include all industrial, commercial and multi-family designations for properties fronting on Highway 4 or within the highway corridor area and are shown generally on Map No. 3.

### ***Justification***

Highway 4 is the most heavily travelled roads in the region, providing access between Port Alberni and the West Coast. The scale and character of the built environment along this travel corridor have an impact of the impression formed by both residents and visitors as they travel through the western portion of the Alberni Valley. The major objective of the development permit designation is to ensure that development, whether new or redevelopment of existing sites or lots, forms a positive impression to the greatest extent possible. The intent is to encourage enhancement of the built environment by high-quality design and screening in new development and in redevelopment and to minimize the impacts of such development on the transportation network.

### ***Guidelines***

Development of industrial, commercial and multi-family buildings and structures should be in

accordance with the following guidelines:

- i. The scale, massing and shape of proposed structures should reflect and relate to adjacent and neighbouring developments as well as to the specific site. Monolithic structures and long, blank, windowless, unarticulated walls should be avoided.
- ii. Commercial developments adjacent to the Highway 4 should place their main structures adjacent to the highway and locate parking and loading at the rear, away from the travelling public, and in accordance with the zoning bylaw.
- iii. Support service structures and facilities such as loading bays, refuse containers and storage areas should be screened with walls, fencing, hedging, planting, other screening materials or a combination of these materials.
- iv. The shape, siting, roof-line and exterior finish of buildings should be sufficiently varied to avoid visual monotony yet reflect a West Coast experience and tradition as much as possible through the retention of existing trees, where practicable, and the use of local materials. The use of wood, wood shingles or shakes, stone, board and batten as external cladding, where appropriate, is encouraged.
- v. Proposed developments should be sited so that they do not overshadow or dominate adjacent developments and, where located adjacent to residential uses, that the residential use and desire for privacy is respected by the use of screening or buffering from the commercial or industrial development.
- vi. Interruptions to view planes should be avoided or minimized. This can be achieved by appropriate siting, by setbacks, or by clustering buildings.
- vii. Vehicular access and egress should be provided, where feasible, to avoid direct highway access. Where this is unavoidable, efforts should be made to consolidate such accesses to the main highway arteries.
- viii. All signage should be in conformance with the ACRD's signage bylaw.
- ix. Exterior floodlighting should be unobtrusive, non-flashing and directed so that it does not create glare or a visual nuisance for neighbours and passing pedestrians and drivers.
- x. A minimum 3-metre-deep landscaped strip should be established and maintained on frontages along Highway 4 and adjacent to neighbouring residential, institutional and agricultural uses.
- xi. A landscape plan for the development, including the parking area, should be prepared as an integral part of design and layout, utilizing indigenous plant species with low irrigation and maintenance requirements. The ACRD strongly encourages xeriscaping.
- xii. Bicycle lock-up racks should be provided near the entrance to buildings.

## 20.7 Development Approval Information

Under Section 920.01 of the *LGA*, an Official Community Plan may designate areas or circumstances or a combination of both where development approval information is required. For much of the Plan area, the only available contour mapping is the provincial Terrain Resource Inventory Mapping (TRIM) at a scale of 1:20,000 and 20-metre contour intervals. There is little or no scientifically-recorded information related to critical habitat and other ecological resources, hazard areas, and archaeological resources within the Plan area, especially

for the southern portions of the Plan area.

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

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

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

## **20.8 Amendment Procedures**

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

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

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

## **20.9 Plan Review**

The Official Community Plan should be reviewed at intervals of approximately five years with respect to satisfying the requirement to maintain an adequate supply of residential land. The

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



## MEMORANDUM

**To:** Russell Dyson, CAO and Regional Board

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

**Date:** June 3, 2013

**Subject:** Covenant for Great Central Lake Holdings Campground Subdivision (SD11012)

---

### Recommendation

The Board authorize the CAO to enter into a covenant restricting the use of the land shown on attach Plan EPP20873.

### Background

A 40 site campground is part of the development of the properties owned by Great Central Lake Holding at Boot Lagoon. The owner has asked the Regional District to enter into a covenant restricting use of land shown on EPP20837 to campground use only. The land is zoned Comprehensive Development (CD1) District sub area CD1A. A campground is an allowable use in CD1A. The maximum number of campsites is 40 per campground. The 40 proposed campsites comply with the density limits set out in the CD1 zone. A valid development permit was issued in 2009, which allows for this 40 site campground.

The CD1 zoning allows for other uses and the owner wants this phase of the development to be restricted to a campground only. A covenant will provide certainty for future owners and address VIHA's concern that the private water system will only service a campground.

Submitted By:   
Mike Irg, Manager of Planning & Development

Reviewed by:   
Russell Dyson, Chief Administrative Officer

SUBDIVISION PLAN OF LOT 2, DISTRICT LOT 282, ALBERNI DISTRICT, PLAN VP88189.

PLAN EPP20837

BCGS 92F.036

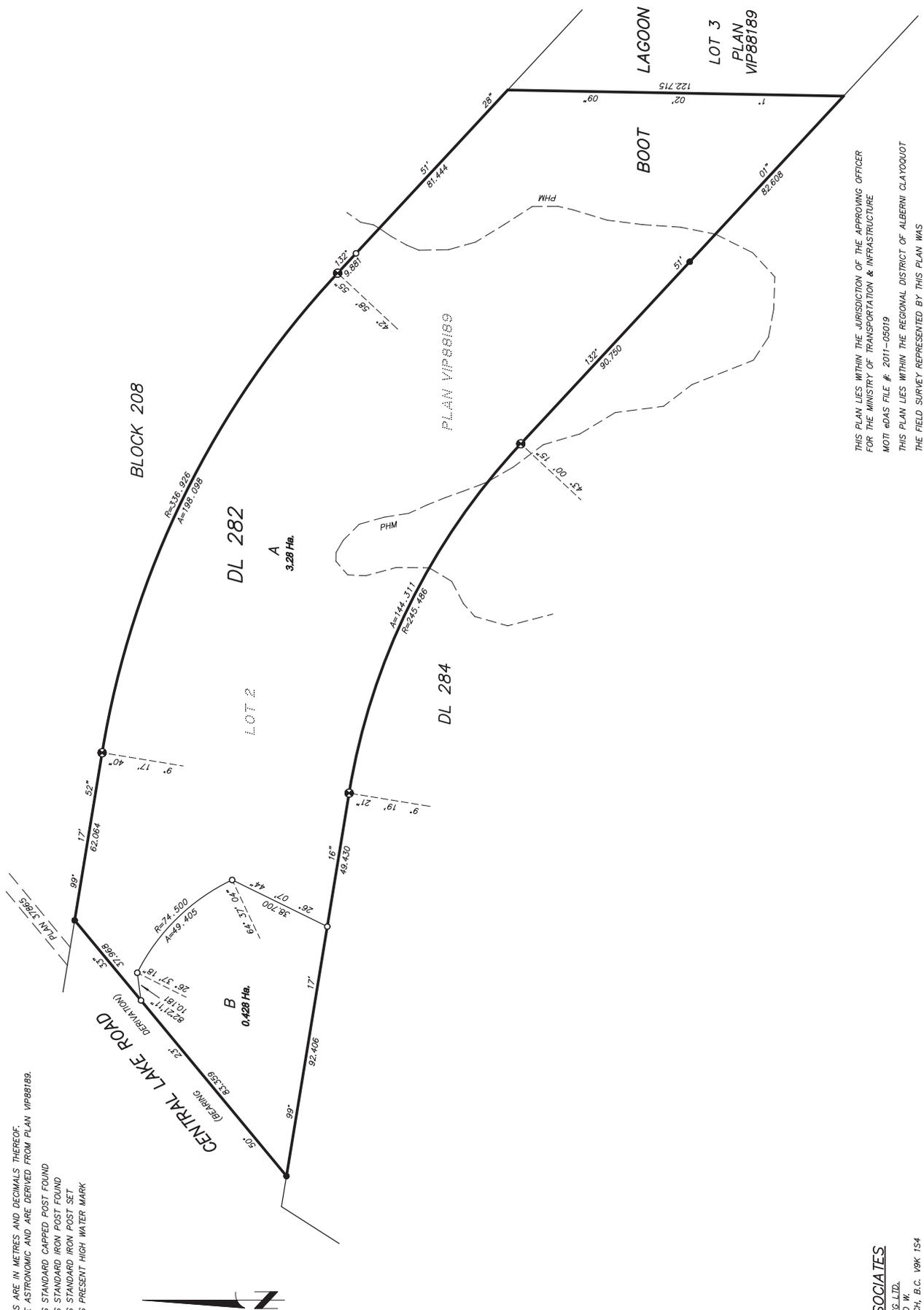
SCALE 1:1000



LEGEND

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.  
BEARINGS ARE ASTROMOMIC AND ARE DERIVED FROM PLAN VP88189.

- DENOTES STANDARD CAPPED POST FOUND
- DENOTES STANDARD IRON POST SET
- PHM DENOTES PRESENT HIGH WATER MARK



THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE MINISTRY OF TRANSPORTATION & INFRASTRUCTURE  
MOTI eDAS FILE # 2011-05019  
THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF ALBERNI CLAYOQUOT  
THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED THE 2ND DAY OF APRIL 2013.  
MICHAEL A. SIMS, BCLS

THIS PLAN NEED NOT COMPLY WITH SECTION 75(1)(g) OF THE LAND TITLE ACT

**SIMS ASSOCIATES**  
SURVEYING LTD.  
223 FERR ROAD W.  
CLYDEMOUNT, B.C. V9K 1S4  
TEL: 250-752-9121  
FAX: 250-752-9241  
FILE NUMBER: 12-097-ST  
DRAWING NUMBER: 12-097-SUB.dwg





## MEMORANDUM

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

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

**Date:** June 5, 2013

**Subject:** Regional Parks Plan Steering Committee

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### Recommendation:

That the Regional Board:

1. Appoint the following people to the Regional Parks Plan Steering Committee: Libby Avis, Barb Baker, Brian Callender, Harold Carlson, Judy Carlson, Richard Kudra, and Emma Neill.
2. Leave open two additional appointments to the Regional Parks Plan Steering Committee for a representative for Bamfield and another representative from the West Coast.

### Background:

The Board directed staff to advertise for volunteers to sit on the Regional Parks Plan Steering Committee. The above-mentioned people have expressed an interest in participating on the committee and are residents of Port Alberni, Tofino, Sproat Lake, Beaver Creek, and Cherry Creek. Staff recommends that the two additional seats be left open on the committee for a representative from Bamfield and another representative from the West Coast.

Submitted by:

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

Reviewed by:

Russell Dyson, CAO



Board Meeting Agenda  
May 31st , 2013 / 10:00 AM  
Conference Call

**Call in # 1-888-809-4060 Passcode 315910**

- 1) Call to order – Chair Mike Wansink
- 2) Directors Present Nanaimo has put more \$
- 3) Adoption of Agenda
- 4) Adoption of Feb 4th Minutes (see attached below)
- 5) President's Report
- 6) Treasurer's Report
  - current financials
  - 2013 funding update
  - year end
- 7) Film Commissioners Report (see attached)
- 8) Old Business
  - City of Nanaimo (Nanaimo Economic Development Corp)
  - Nanaimo Hospitality Association Funding
- 9) New Business
  - Film Industry Forum fall (date and location to be to be determined)
  - Regional Film Permit
- 10) Next Meeting Date
- 11) Adjournment

**VANCOUVER ISLAND NORTH FILM COMMISSION**

***MINUTES***

**Held via Conference Call February 4, 2013, 11:00 AM**

**1. CALL TO ORDER – 11:00 a.m.**

***Directors Present*** – Mike Wansink, Stephanie Tipple, Kathy Campbell, Lillian Hunt ,  
Marsha Foster

***Council Liaisons*** – Geoff Lyons

Regrets Paul Galinski

***Staff*** – Joan Miller - Film Commissioner. Tanya Price

**2. Adoption of Agenda:** Moved – K. Campbell / Second – M. Foster / Carried

**3. Adoption of Previous Minutes:** Moved – M. Foster / Second – K, Campbell /  
Carried

**4. Reports:**

**a) Presidents Report**

- *Mike informed the board that Cindy Solda, Chair of the ACRD will be Glenn Wong's replacement*
- ***Motion to Accept the Presidents Report*** Moved – M. Foster / Second S. Tipple / Carried

**b) Treasurers Report:**

- 2013 budget presented to the board
- ***Motion to Accept the Treasurers Report*** Moved – M. Foster / Second S. Tipple / Carried

**c) Film Commissioners Report:**

- ***Motion to accept Film Commissioners Report*** Moved - S. Tipple / Second K. Campbell / Carried

**5. New Business:**

- a) *City of CR has approved Infilm's 2013 funding for \$50,000.*
- b) *Request to present at the CVRD and ACRD, Joan and Mike to present in Comox, Joan, Mike and Geoff to present in Port Alberni.*
- c) *BC Film Commission and BC Film and Media are merging to become Creative BC. Discussion on how the Regional Film Commissions will fit into this new entity.*

**6. Next Meeting:** At the call of the President

**7. Adjournment: 12:00 a.m.**

**TREASURER'S FINANCIAL REPORT**  
**May 31st 2013**

Account balances as of May 29th

- |                                   |                              |
|-----------------------------------|------------------------------|
| 1. General account –              | 13,097.67                    |
| 2. CST / ICET/ CR project account | project completed and closed |

All entries and invoices to April 30th , 2013 reviewed and appear to be in order.  
2012 year end financial statements being completed by Deborah Ewart Inc. Accounting

2013 Revenue:

Received to date;

City of CR 50.000

Approved but not received

Alberni Clayoquot RD 7,500

Comox RD 15,000

Province of BC 30,000

City of Nanaimo 20,000

Total **122,500**

In-Kind

BC Ferries - Travel Card 1,200

City of CR rent 6,000

Crowd Sourcing / Joint Marketing Campaign with Vancouver Island South Film Commission

\$10,000 target through social media page. Funds to cover “Film Vancouver Island Campaign” in LA. Raised \$6,500 to date ,major sponsors Black Rock Resort, Tourism Tofino, Howard Johnson Hotels and Western Equipment Rentals.



Marsha Foster  
INfilm Secretary Treasurer

Crowd Sourcing go to LA convention taking advantage of branding. 3000 of the industry go to conventio. Raising Vcr Island profile. CS raise \$ to rebrand delgate bags and pics. Jason Priestly has been a great source. Businesses want to get more involved. Logos went on bag. 5600.00 raised so far. Bags made. Close to banners, need hotel pd. Ministry is

## **FILM COMMISSIONERS REPORT**

May 31st, 2013

### **1. Production to date:**

- INfilm responded to 29 requests for location support and serviced 2 feature films (Campbell River and Nanaimo) 1 documentary (Comox Valley), 3 commercials (CR Audi, Tofino - Budweiser, Ucluelet and Tofino - Okanagan Springs ) and 4 television series ( Oceanside, Nanaimo, Comox Valley and Pacific Rim)

Productions pending, TV series Tofino - Victoria to CR via water route, 3 car commercials (Nanaimo - CR- Pacific Rim). 2 features tentatively scouting Port Alberni and CR.

### **2. Partnerships 2103**

- INfilm has funding partnerships with Province of BC, Campbell River, Comox Valley, Alberni Clayoquot and Nanaimo.
- We have a productive in-kind working relationships with BC Ferries.
- Rivercorp provides us with and office and utilities in exchange for valuable networking services.
- We have a new marketing partnership with Island South Film Commission. We are collaborating on a social media crowd-sourcing campaign to raise the funds to brand the delegate bags at Locations Trade Show in LA wit a map of Vancouver Island and a "Film Vancouver Island" logo and create 2 new pop up banners for the booth. Major sponsors to the campaign are, Tourism Tofino, BlackRock Resort, Western Equipment Rentals and Howard Johnson Hotels

### **3. Social Media - Facebook - Twitter - Website**

Part of Tanya's job is to maintain the Facebook and Twitter pages on a daily basis. We have a great loyal and growing following. Anyone who follows us gets a good understanding of what we do and how we service the region. The content is current, utilising face-book, twitter and our website. Tanya is overseeing the fund-raising campaign through social media to cover the costs of a Film Vancouver Island marketing project.

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Alot of other regions quite not this region. Port  
alberni someone is looking at inc Pacific Rim.  
Overseas, Danish Company Ptalb, pacific Rim in  
June for two weeks. Belgum to work with  
loggers, Brazil in june in Tofino and across the  
island. Pa around the island. Commercial in  
Campbell River. 200hundred thousand dollars  
for commerical. Two other commercials in west  
coast now being shown on TV. Another  
commercial coming for Nanaimo cannot say  
nothing signed. Campbell River mill sold. Quick  
Silver bought it. LNG Resource Company. 3 To  
5 years to start up. Fred Chin ptalb was really  
happy to accomodate any filming. Impressed.  
Train was magic for other videos. Will get Pat  
Deakin to send jump drive videos on Port  
Alberni. Cindy will send link. Any other videos

**From:** [Wendy Thomson](#)  
**To:** [Tracy Bond](#)  
**Subject:** FW: Crowd funding campaign...  
**Date:** Friday, May 31, 2013 1:44:04 PM

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**From:** Cindy Solda [mailto:cindysolda@me.com]  
**Sent:** Friday, May 31, 2013 11:04 AM  
**To:** Russell Dyson; Wendy Thomson  
**Subject:** Fwd: Crowd funding campaign...

To add with the report I just sent

Cindy Solda  
[cindysolda@me.com](mailto:cindysolda@me.com)  
250 731-6715

Sent from my iPad

Begin forwarded message:

**From:** Tanya Price <[tanya@infilm.ca](mailto:tanya@infilm.ca)>  
**Date:** 31 May, 2013 10:39:39 AM PDT  
**To:** Lillian Hunt <[lhunt.alertbay@gmail.com](mailto:lhunt.alertbay@gmail.com)>, Marsha Foster <[marsha.foster@flycma.com](mailto:marsha.foster@flycma.com)>, Geoff Lyons <[glyons@ukeecable.net](mailto:glyons@ukeecable.net)>, Stephanie Tipple <[stephanietipple@gmail.com](mailto:stephanietipple@gmail.com)>, Paul Galinski <[paulgalinski@mac.com](mailto:paulgalinski@mac.com)>, Kathy Campbell <[kathycam@shaw.ca](mailto:kathycam@shaw.ca)>, Mike Wansink <[mikewansink@shaw.ca](mailto:mikewansink@shaw.ca)>, Cindy Solda <[cindysolda@me.com](mailto:cindysolda@me.com)>  
**Cc:** Joan Miller <[joan.miller@infilm.ca](mailto:joan.miller@infilm.ca)>  
**Subject: Re: Crowd funding campaign...**

Hi everyone,

Here is the link to our "Film Vancouver Island" <http://fnd.us/c/6Uula>  
Please feel free to send it on to your contacts whom you think might support our campaign.

Cheers,  
Tanya  
Tanya Price



Vancouver Island North Film Commission  
Locations & Special Projects  
#900 Alder Street  
Campbell River, BC  
V9W 2P6

T/F: 250.287.2772  
Skype: TanyaINfilm  
[www.infilm.ca](http://www.infilm.ca)  
[Follow us on Twitter](#)  
[Find us on Facebook](#)

Please consider supporting our fundraising campaign "Film Vancouver Island" <http://fnd.us/c/6Uula>

**ALBERNI VALLEY CHAMBER OF COMMERCE**

**BOARD OF DIRECTOR'S MEETING**

**THURSDAY, May 30/13**

**MINUTES**

**CALL TO ORDER:** Teresa called the meeting to order at 7:01am

**IN ATTENDANCE:**

- Neil Malbon, Peter Wienold, Doug Blake, Knox Coupland, Cindy Solda, David McCormick, Kim Heeks, Charlene Patterson, Jan Lavertu, Jonathan Cross, Teresa Bird, Bill Collette, Cherie Williams, Les Toth, Gord Groves, Kevin Wright, Kris Patterson, Bob Kanngiesser
- Tardy: Mark Aussem
- Regrets: John Bennie, Pat Deakin
- Absent: Matei Mateias, Matt Williamson

Teresa asked all in attendance to briefly introduce themselves this being the first meeting of the new board.

**ACCEPTANCE OF AGENDA** with additions including: "new name for Invest Alberni" – Knox, "Discussion on merits of Summer Meetings" – Charlene, "GPS equipment at PA Airport" – Jonathan      **MOTION: Jan/Kevin TO ACCEPT THE AGENDA. CARRIED**

**ACCEPTANCE OF MINUTES:** - with the following corrections:

- **AGM:** "Teresa and the AV Times for the program" ....**should read: TERESA AND THE AV NEWS**
- **Rotary Arts Report:** Charlene reported that the banners are up. "Correction" "The banners were being painted during the weekend of May 23-26 and will be put up shortly thereafter – weather permitting."

**MOTION: Jan/Kevin TO ACCEPT THE April 25/13 MEETING MINUTES. CARRIED**

**OLD BUSINESS:**

- **ANNEX PROPERTY:** Bill confirmed that both the City and Regional District have responded in writing that they aren't interested in purchasing the available land. He also confirmed that Bob Cole who was/is spearheading this with our partners has asked for

more time to work on this project. At this point the land remains available for purchase but it is not currently listed for sale.

- **VISITOR CENTRE STAFFING:** Bill confirmed that we did receive HRDC funding after all. We had been denied this funding as have most VC's but after some lobbying to our MP we have been successful.
- **HARBOUR QUAY SIGNAGE:** Bill updated the board on the sign informing them of the move from 14 advertisers to 34. In turn a recommendation to alter pricing to a format of \$250.00 for one year as the base price. A two year price of \$400.00. Members to receive a price of \$200.00 for one year, \$350.00 for two years and further reduction to \$175.00 for Members who have already invested in the first sign here at the Chamber office. A two year price would be \$325.00.

### **MOTION: TO ACCEPT THE PRICING RECOMMENDATIONS AS PRESENTED.**

**Peter/Knox: Carried**

- **CHINA TRAVEL OPPORTUNITY:** Bill explained the program in place for North American Chambers whereby they can travel to China at greatly reduced pricing including a "first" traveller option rate of \$375.00 and subsequent travellers at \$2475.00. Program was summarized for all and it was explained that once a Chamber sends a representative they can then request to be included as a 'marketer' of the program in the future and use the program as a revenue source.
  - **ACTION:** Board members interested in participating are to contact Bill via email within the week to confirm their intent. If two members show intent then the total cost to be split between the two. If more than two are interested then a raffle to be held for ownership of the first person rate of \$375.00.
- **MEMBERSHIP COMMITTEE:** In response to Bob's email Teresa brought up the desire to form a committee to assist the staff in the recruitment of new members. Both Les and Knox agreed to be part of the committee: The intent moving forward for the committee will be to assist in recruitment of new members and also a complete rate structure review along with recommendations for the board to consider.
  - **ACTION:** Bob to organize first meeting and advise the board of the date and outcome. Report on the progress of the committee at the June meeting.
- **CIVIC AFFAIRS COMMITTEE:** In response to Bob's email Teresa brought up the desire to form a committee for Civic Affairs. Said committee to work with and advise our partners on issues relating to the health and wellness of the business community. Jonathan confirmed interest in participating in the committee
  - **ACTION:** Bob to organize first meeting and advise board of the date and outcome. Report to board on progress of the committee at the June meeting.

- **BOARD STRATEGY MEETING:** Teresa first advised on the role of the committees in general ie: Meet, research and report back to the board often with recommendations. Charlene asked about minute taking for committee meeting to which Teresa confirmed that minutes are to be recorded and submitted to the board. Cherie commented that a committee member does not have to be on the Board of Directors in order to participate.

Teresa then advised of a need for a Board Strategy Meeting to be held over two evenings in September. Dates offered are Sept 11 and 12 starting at 6:00pm each night running to 9:00pm

- **ACTION:** Bill to provide electronic copy of current Strategic Plan to all members.
- **INVEST ALBERNI NAME:** Knox presented the idea of changing the name of Invest Alberni to something like Alberni Vision. Some discussion about this idea.
- **MOTION:** To postpone any name change for the magazine until such time as the Business Committee can review the idea. **Char/David: Carried**
  - **ACTION:** Teresa to forward a current draft of the new product to the board for their review. Pointed out that changes could not likely be considered due to publication date of June 10. Draft for information purposes only
- **SUMMER MEETINGS:** Char suggested that the board continue to meet through the summer months so as not to lose traction on various agenda items. A fair bit of discussion followed.
  - **ACTION:** A proposed date will be sent to the directors for an RSVP
- **MOTION:** To attempt for one summer meeting: Kevin/Char. Carried
- **GPS AT AIRPORT:** Jonathan proposed that the Chamber take a lead role in pushing for Airport activities as a means of attracting and maintaining the business community. Cindy then updated the board on the ACRD plans confirming that the airport is fully paid for and that progress is being made to develop scheduled flights.
  - **ACTION:** Push the Airport matter over to the Transportation Committee for their input
  - **ACTION:** Bill to draft a letter to the city and ACRD in support of the Airport development
- **IN CAMERA SESSION**
- **REPORTS:**
  - **PRESIDENTS REPORT:** As submitted.

- **EXECUTIVE DIRECTORS REPORT:** As submitted
- **TREASURERS REPORT:** As submitted
- **COMMITTEE REPORTS:**
  - **BUSINESS COMMITTEE:** As submitted. Teresa confirmed that she has stepped down from the Business Committee in order to perform her role as Chamber Board President. Neil still on the committee and a request for others to step up to assist him.
  - **SIGNAGE TASKFORCE:** No report
  - **TRANSPORTATION COMMITTEE:** As submitted
  - **ROTARY ARTS:** As submitted. Confirmed that due to changes in the area that the committee is no longer part of the agenda
  - **YOUNG PROFESSIONALS:** No report, no representative
  - **JUNIOR ACHIEVEMENT:** As submitted
  - **PAPA:** David updated us on PAPA confirming that the Cruise Ship experience was 95% positive with only a few kinks to work out for future arrivals. YTD Lumber is up by 30%, new pier very well received and working efficiently. Meeting with six Ocean Line firms in the next week so lots of marketing happening to promote the port. Reminded all of the June 14<sup>th</sup> Grand Opening for the breakwater.
- **MOTION:** Write letter of support and congratulations to PAPA and City recognizing that the pier is internationally spectacular. Kevin/Les. Carried
  - **ACTION:** Bill to write letter to Port Authority and City
  - **UPTOWN MERCHANTS ASSOCIATION:** Kevin updated the board on his activities and of the successes of many businesses in the area. Focused on his work relationship with Pat Deakin and on many of the projects they are working on. Kevin informed us that some retailers in the area are seeing surprising growth since the closure of Zellers. Cindy added that the city is receiving excellent comments about the happenings in the area specifically with respect to what Kevin is doing. Likes his 'arch' idea and many of the others he is currently proposing. Some concern about other retail areas. Cherie thanked Kevin for what he is doing for the area and the city as a whole.
  - **ECONOMIC DEVELOPMENT:** Pat not in attendance but report submitted.

- **ALBERNI VALLEY TOURISM:** Jonathan spoke of two recent achievements including the production of a video that will be running on CTV as of June 10<sup>th</sup>. Will receive several thousand plays featuring the Steam Train and the Francis Barkley among other things. He also confirmed that AVT has received a funding grant from the Provincial Government of \$9000.00.

**GUEST PRESENTATION; SCOTT SMITH – CITY PLANNER:** Scott summarized the zoning bylaw project that he is working on. Public open house planned for June 17<sup>th</sup> and he is encouraging a high level of participation. Spoke specifically about RV/Boat parking on residential properties, Secondary Suites, Garden/Garage Suites, Seniors Housing, Urban Agriculture including Chicken/Bees, Community and Market Gardens confirming that the latter is open for selling purposes. Also spoke of the desire to push for organic waste pick up at the residential level similar to what other island communities are currently doing. Also spoke about Adult only environments and some of the plans surrounding those. Final topic for us, due to time commitments, was the plan to reduce the number of commercial zones from 12 to something considerably less. This is a large project and requires significant business input and consultation with the general public.

- **ACTION:** Include Open House Event information in next Newsletter
- Teresa thanked Scott for his presentation and for considering the time commitments that we all had.
- **MOTION TO ADJORN:** KNOX/JAN Carried.

## VALUE TO COMMUNITIES OF FCM'S ANNUAL CONFERENCE AND TRADE SHOW: KEY MESSAGES AND Qs AND As

### KEY MESSAGES

#### *Main messages*

- FCM's 2013 Annual Conference and Trade Show is Canada's leading conference for municipal decision-makers.
- Participating in FCM's Annual Conference is a chance for municipal leaders to learn from experts and their peers, connect with their municipal colleagues across Canada, and influence federal decision-making on critical issues that affect municipalities.
- Delegates will learn the best ways to manage the expensive and complex services their communities need.
- Delegates will join other municipal leaders to set common goals and build a municipal movement that influences provincial, territorial and federal decision-makers.

#### *Practical value*

- Attending the conference is the best way for municipal leaders to learn about new funding announced in the 2013 federal budget to build better local roads, bridges, water systems and housing. Delegates will learn critical information about the federal government's commitment to invest \$50 billion in local infrastructure and affordable housing during the next 10 years.
- Participating in FCM's Annual Conference is a chance for municipal leaders to learn from experts and their peers, connect with their municipal colleagues across Canada, and influence federal decision-making on critical issues that affect municipalities.
- FCM's Annual Conference and Trade Show is where people who are elected to lead their communities can learn the best ways to provide the services their communities need.
- FCM's Annual Conference and Trade Show gives elected leaders a chance to meet and learn from their peers in other communities, learn from experts, and see new technologies and services.

- By learning best practices from each other and from experts, elected leaders can make better decisions on how to spend their limited budgets.
- FCM's Annual Conference and Trade Show is especially useful for people representing smaller, rural and remote communities, where limited budgets make it exceptionally challenging to manage expensive services such as wastewater plants, policing, roads and bridges.

### ***Political value***

- Participating in FCM's Annual Conference is a chance for municipal leaders to learn from experts and their peers, connect with their municipal colleagues across Canada, and influence federal decision-making on critical issues that affect municipalities.
- By participating in FCM's Annual Conference and Trade Show, people elected to serve their communities add their voices to a much larger group — the Federation of Canadian Municipalities.
- By participating in FCM's Annual Conference and Trade Show, elected leaders become part of a national municipal movement that influences provincial and federal decisions that affect their communities.
- Provincial and federal politicians attend FCM's Annual Conference and Trade Show, and national political leaders present their parties' position on municipal issues. Mayors, reeves and councillors will have the opportunity to directly discuss the issues that matter to their communities with their provincial and federal counterparts.
- Laws, budgets and policy decisions set by provincial and federal governments have a direct impact on how municipal councils can respond to the needs of the communities they serve.
- The federal government announced new investments in infrastructure in the 2013 federal budget, but decisions on how the money will be allocated to benefit cities and communities will be made over the next year. By participating in FCM's Annual Conference and Trade Show, mayors, reeves and councillors can influence how other governments direct new infrastructure investments to cities and communities.

- When FCM members endorse a policy at the annual conference, federal politicians listen. FCM speaks for local governments representing over 90 per cent of Canada's population. Because of its influence and credibility, FCM has successfully advanced municipalities' interests, most recently with the new investments in infrastructure announced in the 2013 federal budget.
- The minister of finance credited FCM for the new index of the Gas Tax Fund, which will add billions of dollars to the budgets of cities and communities over the next 20 years.

### ***Hosting value***

- FCM's Annual Conference generates approximately \$4 to \$6 million in economic activity for the host community.

### ***FCM and municipal government***

- FCM is committed to helping large and small Canadian communities develop good practices for their citizens.
- FCM is a leader in supporting the development of Canadian communities through the progressive and unique programs and services it offers to its members and communities.
- Municipal governments, together with their community partners, are essential to maintain a good quality of life for Canadians.

## **QUESTIONS AND ANSWERS:**

### **Q. What's the benefit to our community of sending delegates to FCM's conference?**

- Participating in FCM's Annual Conference is a chance for municipal leaders to learn from experts and their peers, connect with their municipal colleagues across Canada, and influence federal decision-making on critical issues that affect municipalities.
- Delegates will learn best practices in managing the expensive and complex services communities need in the most cost-effective way. By working with other communities on common goals, delegates will help to advance the municipal

movement in Canada and will influence decisions made by provincial and federal governments.

- When FCM members endorse a policy at the conference, the federal government listens. Delegates speak for local governments representing over 90 per cent of Canada's population. That's clout, and it's why FCM has been so successful in advancing municipalities' interests, most recently with the new investments in infrastructure announced in the 2013 federal budget.
- For example, the minister of finance credited FCM for the new index of the Gas Tax Fund, which will add billions of dollars to the budgets of cities and communities over the next 20 years.

**Q. What happens at FCM's Annual Conference and Trade Show?**

- Delegates hear from national political leaders on where they stand on municipal issues and the federal–municipal relationship. They learn from experts in a broad range of disciplines about ideas and best practices to improve the quality of life in their communities. They also have the chance to meet colleagues from other communities who are dealing with similar problems and can learn from each other.

**Q. What's the benefit to the host community of hosting the conference?**

- FCM's Annual Conference generates approximately \$4 to \$6 million in economic activity for the host community. Each community is different, and the community's tourism office can more precisely evaluate the economic impact of the event.



## MEMORANDUM

**To:** Board of Directors  
**From:** Russell Dyson, Chief Administrative Officer  
**Date:** June 6, 2013  
**Subject:** Staff Report

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

- Continue working with the Coordinator on the Alberni-Clayoquot Health Network and Planning Committee. Several priorities including a regional transit study and food security initiatives;
- Working with the West Coast Multiplex Society to coordinate fund raising for the required capital costs in order to construct the Multiplex facility on the West Coast;
- Regional Water Improvement Program – Beaver Creek Water Supply options;
- Updating various ACRD lease agreements including: Long Beach Airport Water Landing Strip and Golf Club Lease;
- Updating/renewing various agreements;
- 2013 Budget Implementation;
- Strategic Planning and Project Management;
- Occupational Health and Safety initiatives and policy coordination; Conducting Risk Assessments for all ACRD positions;
- Updating various ACRD Bylaws;
- Gas Tax Regional Water Improvement Project;
- ACRD Website Re-Development;
- Planning and Environmental Services Department Review;
- Planning and Environmental Services Review – Implementing new Job Descriptions for CUPE positions within the departments

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



**MEMORANDUM**

**TO:** Regional Board of Directors  
**FROM:** Mike Irg, Manager of Planning and Development  
**DATE:** June 6, 2013  
**RE:** **Monthly Activity Report – Planning and Development**

2012 Total	2013 Total	APPLICATION
7	5	Rezoning
10	5	Development Permit and Development Variance Permit
7	4	Subdivisions
0	1	Agricultural Land Reserve
3	1	Board of Variance
12	3	Crown Leases
20	14	Bylaw Enforcement
15	6	Miscellaneous
74	39	TOTAL APPLICATION RECEIVED

There have been 14 new applications including 6 new bylaw enforcement files in the last month.

**Other Planning Projects**

Beaver Creek OCP - Adopted

Sproat Lake OCP – being presented to the Board for first reading this month.

Bamfield OCP – forwarded to referral agencies for initial comments.

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

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

Regional Parks Plan – Consultant has started background review and the steering committee to be appointed this month .

ARCD staff are working on the mapping components of the Regional Parks Plan.

Met with Toquaht Nation’s planning consultant to review components of their OCP. ACRD staff has offered to assist with some mapping.

Met with MOTI, MOFLNRM, and Toquaht Nation staff regarding options for Salmon Beach road maintenance.

Staff met with Island Timberlands and AVEA volunteers regarding the Inlet Trail phase 3 bridge crossings.

Staff updating Beaver Creek Water System infrastructure maps and providing BC One call responses.

A handwritten signature in cursive script that reads "Michael Kay". The signature is written in black ink and is positioned above a horizontal line.

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Mike Irg, Manager of Planning & Development



## MEMORANDUM

**To:** Board of Directors  
**From:** Teri Fong, CGA, Manager of Finance  
**Date:** June 6, 2013  
**Subject:** Finance Department Staff Report

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In addition to day-to-day activities, the finance department has been working on the following in May 2013:

- Completed the 2012 Financial Statements and Audit. The statements will be presented to the Directors for approval at the June 12, 2013 Board meeting.
- Implemented the EFT process for the vendors in accounts payable and are continuing to inform vendors of this direct deposit option.
- Attended the Government Financial Officers Association of BC conference in Whistler during the week of May 28<sup>th</sup>-31<sup>st</sup> where the following topics were of interest:
  - Full day session on PS3260 Liability for Contaminated Sites. This standard change is to be implemented for periods ending after April 1, 2014. This requirement involves an assessment of all non-productive land under the responsibility of the Regional District and the determination of whether or not a potential liability exists for that site. The finance department will determine an implementation plan and present it to the Board of Directors later this year.
  - Attended an interesting session on levels of service and how to implement that in conjunction with asset management. I am hoping to undertake this exercise with the Beaver Creek Water System this year due to the pivotal point we are at with this service.
  - Also attended a session on social media risks and how to plan, monitor and mitigate those risks through this new era of technology.
  - Another session discussed holding not-for-profits accountable when you are providing grants and property tax exemptions. There were some great examples of templates to use to make the reporting from the non-profit to the Regional District fairly streamline and uniform. It seem liked a great tool so I am hoping to utilize those examples when assessing next year's grants in aid.
  - Overall the conference was a great learning experience and I am hoping that I will have the time and ability to implement some of the recommendations over the next year.

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

Teri Fong, CGA, Manager of Finance



## MEMORANDUM

**To:** Board of Directors

**From:** Andy Daniel, A.Sc.T., Manager of Environmental Services

**Date:** June 7, 2013

**Subject:** Environmental Services Department Staff Report

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In addition to day-to-day activities, the Environmental Services Department has been working on the following since the Board of Directors meeting on May 8, 2013.

### Long Beach Airport

- Re-advertised Notice of Land Disposition for water landing strip.
- Awarded and ordered Boom Mower.
- Renewed leases for Orca Air and Budget Rent A Car.
- Prepared lease agreement for Island Express Air.
- Worked on LBA Water Bylaw.
- Worked on lease opportunities
- Multiplex Geotechnical drilling and inspection.

### AVRA

- Renewed lease agreement with Vancouver Island Soaring Centre.
- Investigated current lease holders water and wastewater infrastructure.
- Reviewed concrete return road construction for car races.
- Discussed GPS request with Flying Club.
- Installed new Welcome Airport Sign
- Met with Thunder in the Valley organizers.
- Met with Green Max lease holders.

### West Coast Landfill

- Implemented and advertised free yard waste drop off with increase in branch diameter.
- Reviewed the 2012 WCL Environmental Report before sending to MOE.
- Met with Landfill Operator regarding operations.
- Repaired intake to leachate system in the lagoon.

### Alberni Valley Landfill

- Implemented and advertised free yard waste drop off with increase in branch diameter.
- Investigated receiving used cooking oil at landfill.
- Start the procedure for Landfill Gas Reporting to the MOE
- Environmental Consultant installation of additional testing wells for expansion area.
- Investigate the possibility of accepting Asbestos waste from the ADSS demolition and Western Forests Products building.
- Reviewed North East expansion on site.
- Reviewed all 2013 budgeted work with Landfill Contractor.
- Presented to Tseshaht Council and Committee's on new recycling program.

### Bamfield

- SLMP visited Bamfield School to present boating safety education.
- Reservoir Rechlorination project had the meter and manholes installed by Bowerman Excavating.
- Trihalomethane (THM) samples were taken from the reservoir and marine station.
- Investigated water service requests.
- Preparing to address issues with garbage on the West side.

### Salmon Beach

- Reviewing with contractor the installation of an electric pump in the administration well.
- Reviewed concerns with VIHA about the water quality in Salmon Beach due to arsenic.
- Investigated Salmon Beach road use rules with RCMP for ATV use do to complaints.
- Manager and Director attended AGM.

- Manager attended Salmon Beach Committee meeting
- Installed reservoir at sani-field
- Met with MOT and Forestry regarding compensation for maintenance
- Responded to correspondence

#### Sproat Lake

- Interviewed and hired 2 new members for SLMP.
- Trained 2 members of SLMP for presenting boating safety to local schools.
- Ordered signage for Faber Park.
- Prepared SLMP boat for season.
- Met with dock contractor for modifications at Faber Park dock.
- Met with Committee members regarding “partying” at Faber dock.

#### City of Port Alberni

- Met with City staff to discuss regional water system options.
- Worked with engineers on reviewing regional water system.
- Attended liquid waste management plan committee meeting.

#### Millstream

- Investigated options on reservoir cleaning.
- Reviewed 2013 budget projects with engineer.

#### Beaver Creek

- Closed Beaver Creek Firehall Seismic Upgrade Tender, finalizing award.
- Pump control valve have been modified on pump 1, 2 and 3.
- Had the chlorine system certified and replaced the chromatic valve at pump station.
- The cistern and the intake have been cleaned and inspected.
- Associated Engineering has been contacted to inspect cement reservoir.
- The water quality monitoring station at the new reservoir has been completed and linked to the SCADA system.

- Cathodic protection review on new Kitsuksis Steel Tank
- The chlorine booster pump for the new Kitsuksis Steel was taken out of service
- Plan to address a slight leak in the North Reservoir
- Reviewed the Kakawis Project and discussed with engineer for 2013 staged construction.
- 20 Radio read meters were installed.
- There are 5 emergency water main breaks to date.
- 13 of the 49 dead ends water mains have been flushed this month.
- Preparing for new electronic water meter reading.
- Advertised Strick Road Watermain Replacement tender.
- Preparing Strick Road Pump Station tender.

General

- Attended two community and committee meetings at Tseshaht FN to explain new curbside recycling program to be implemented starting June 13, 2013.
- Trained 2 Tseshaht FN youths to deliver recycling education to Haa Huu Payak school.
- Attended Air Quality Council Meeting.
- Certified all water systems with Environmental Operators Certificate Program.



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

Andy Daniel, A.Sc.T., Manager of Environmental Services

**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of June 6, 2013**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Feb. 6/12 WC Comm	Proceed with plan for the water landing strip at the LB Airport re use – Advise Atleo & Tofino Air	Russell	Status reviewed with West Coast Comm. Project ongoing
2.	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
3.	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
4.	Nov. 4/12 Board	Explore the conduct of a Transit Feasibility Study for the region	Russell/ Tanis	Consultant hired
5.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future	Russell	Condition of Junction property – letter sent
6.	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	June 2013
7.	Feb. 27 <sup>th</sup> Board	Proceed immediately to prepare the required engineered drawings for the completion of the Strick Road water main replacement and booster pump, conduct discussions with the City of Port Alberni regarding a regional approach to Alberni Valley water supply and consult with residents of Beaver Creek regarding options and plans for the water system	Andy/ Russell	Water main tendered – water agreement discussions ongoing
8.	April 10 WC Committee	Arrange a meeting with TFN regarding outstanding issues with regards to water and zoning of airport lands	Wendy	Organizing – June
9.	April 10 WC Committee	Arrange a meeting with Chris Bird, President and representatives of the Long Beach Recreation Cooperative	Russell	Waiting for their AGM at the end of May
10.	May 13 <sup>th</sup> WC Comm	Invite land clearing contractors on the West Coast including Gibson Brothers, Action and Crow to the next WC Comm meeting to discuss options for disposing of land clearing waste on the WC	Wendy	Arranging
11.	May 16 AC Trans. Comm	Forward letters to industry, government, first nations and interested stakeholders requesting support for the new highway connector	Wendy/ Robert	Done

#	Date	Action Item	Assigned to	Target Date/Update
12.	May 21 <sup>st</sup> Transp. Comm	Request a meeting with the new Minister of Transportation as soon as the new Minister is appointed by the Province regarding the new highway 4 connector	Russell	Minister announcements June 7 <sup>th</sup>
13.	May 22 Board	Board of Directors of the Alberni-Clayoquot Regional District declare 2013 as the year of reconciliation within the Alberni-Clayoquot Regional District and invite an ambassador of Reconciliation Canada to attend the Regional District as a delegation to inform the Regional District Board about reconciliation and the impact of IRS within the region – Advise and invite	Russell	Advised – arranging joint presentation to PA City Council/ACRD Board – Tentatively June 17, 2013
14.	May 22 Board	Draft a letter of support for Omega Fish Hatchery to participate in the growing of Chinook for rebuilding streams to provide fishing opportunities in the region and Director Cote is authorized to participate in the meeting with the Barkley Sound Working Group sub-committee	Wendy/ Shelli	Done
15.	May 22 Board	The ACRD Board passed a resolution in favour of executing the special resolution (appendix 'A') to make select alterations to the Articles of North Island 9-1-1 Corporation, as recommended by Singleton Urquhart LLO AND FURTHER THAT a waiver of notice (appendix 'B') be executed – Advise 911 & arrange signatures	Wendy	Done
16.	May 22 <sup>nd</sup> Board	Submit application for Community to Community Forum funding through the Union of British Columbia Municipalities to host a forum between all local and First Nations' governments in the region	Janice	Submitted
<b>Finance Department</b>				
17.	July 11/12 Board	Provide the ACRD Board with a list of ACRD owned assets	Teri	Done
18.	May 22 Board	The Board of Directors passed a resolution to allocate the \$15,000 restructure implementation grant from the Ministry of Community, Sport, and Cultural Development to General Government Services to offset the administrative wages that were incurred to convert the Beaver Creek Improvement District	Teri	Done

#	Date	Action Item	Assigned to	Target Date/Update
19.	May 22 <sup>nd</sup> Board	Board of Directors approved the Community Works Fund Agreement Amendment between the Union of British Columbia Municipalities (UBCM) and the ACRD and authorize the Chairperson and the Chief Administrative Officer to enter into the Agreement on behalf of the ACRD – Arrange for signatures	Teri	Done
<b>Environmental Services Department</b>				
20.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
21.	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
22.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
23.	April 11/12 BD	Investigate options for dumping land clearing debris on the West Coast	Andy	In Progress
24.	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
25.	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
26.	Oct. 10/12 Board	The Board allocated \$36,500.00 of Gas Tax funding for the Bamfield Water Chlorination project	Andy	Projects being constructed
27.	Feb. 6/13 AV & Bamfield	ACRD's Engineer to prepare a report on the Landfill Gas Management Program and feasibility of the program within the AV Landfill	Andy	Preparing
28.	May 13 <sup>th</sup> WC Comm	Advise the Long Beach Airport Water Landing Strip applicants that the Request for Proposals is closed and that no complete proposals were received and staff prepare an outline of options for the tenure of the water landing at the Long Beach Airport for the next West Coast Committee meeting	Andy/ Janice	Done

#	Date	Action Item	Assigned to	Target Date/Update
29.	May 15 <sup>th</sup> AV Comm	Work with the City Economic Development Officer on an informational open house in the terminal building at the AV Airport during the Alberni Flying Club Open House – June 23, 2013	Andy/ Lori	In progress
30.	May 15 <sup>th</sup> AV Comm	Develop a proposal for consulting services to conduct a business case for capital improvements at the AV Airport with the process to include consultation with current and potential users at the Airport	Andy/ Mark	In progress
31.	May 22 Board	The Board of Directors agree to purchase a 2013 Diamond 3-Point Hitch Boom Mower from Prairie Coast Equipment for \$38,700.00 plus taxes – Proceed with purchase	Andy	In progress
32.	May 22 Board	The Board of Directors agreed to hire Simpson Geotechnical Ltd. to conduct a geotechnical assessment on the proposed site of the West Coast Multiplex for an estimated fee of \$13,970 plus GST, which includes the estimated disbursements for the drill rig and skid road construction – Award and proceed with project	Andy	Project in progress
33.	May 22 <sup>nd</sup> Board	Obtain quotes for a GPS for the AV Airport and confer with the Port Authority to participate and contribute	Andy	In progress
34.	May 22 <sup>nd</sup> Board	The Board of Directors passed a resolution to request an extension to September 30, 2013 from the Vancouver Island Health Authority (VIHA) to submit an implementation strategy for the Beaver Creek Water System outlining how the ACRD intends to meet the Drinking Water Treatment Objects (Microbiological) for Surface Water Supplies in BC – Proceed with request	Andy	Submitted
<b>Planning Department</b>				
35.	June 1/09	East Bamfield Parking Plan	Mike	Part of OCP review in 2013
36.	June 1/09	Bamfield OCP Review	Mike	Out to agencies for review
37.	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
38.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
39.	n/a	Sproat Lake OCP Review	Mike	First reading June

#	Date	Action Item	Assigned to	Target Date/Update
40.	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
41.	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
42.	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
43.	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	Working with Hall Society
44.	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
45.	March 13 <sup>th</sup> Board	Arrange a meeting with the Ministry of Environment, Ministry of Transportation, District of Ucluelet and Yuułuʔiłʔatḥ First Nation to discuss access, safety and broader land use policies applying to the junction property	Mike	Arranging Meeting for June
46.	May 15 <sup>th</sup> AV Comm	Refer the agricultural priorities raised by the City Economic Development Manager to the Agricultural Development Committee to identify recommendations for the Alberni Valley	Mike	June
47.	May 22 <sup>nd</sup> Board	Two year term APC Appointments were made – Update APC Lists	Charity	Done

Issued: June 6, 2013