



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 9, 2013, 1:30 pm

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, 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 – September 25, 2013</b>	<b>5-15</b>
<i>THAT the minutes of the Board of Directors meeting held on September 25, 2013 be adopted.</i>	
b. <b>Alberni Valley Committee Meeting – September 25, 2013</b>	<b>16-18</b>
<i>THAT the minutes of the Alberni Valley Committee meeting held on September 25, 2013 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
a. <b>Mr. Arne Elias and Ms. Ann Taylor, Sproat Lake, regarding Subdivision application SD08222, Minimum Parcel Frontage Waiver, 9644 Lakeshore Road</b>	
<i>THAT Mr. Arne Elias and Ms. Ann Taylor be invited to address the Regional District Board.</i>	
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	
a. <b>REQUEST FOR LETTER OF SUPPORT</b>	<b>19</b>
Alberni Valley Regatta Association, September 28, 2013 regarding request for letter of support to the Province for use of the Sproat Lake Provincial Park for Regatta event.	
<i>THAT the Board of Directors send a letter to the Alberni Valley Regatta Association supporting their use of the Sproat Lake Park for a Regatta event on</i>	

*the third weekend of August each year.*

**7. CORRESPONDENCE FOR INFORMATION**

- |    |  |              |
|----|--|--------------|
| a. | <b>ISLAND COASTAL ECONOMIC TRUST</b>               | <b>20-21</b> |
|    | Fire Lookout to be Restored                        |              |
| b. | <b>BRITISH COLUMBIA ACHIEVEMENT FOUNDATION</b>     | <b>22</b>    |
|    | 2013 British Columbia Community Achievement Awards |              |
| c. | <b>REGIONAL DISTRICT OF NANAIMO</b>                | <b>23-24</b> |
|    | Island Corridor Foundation                         |              |
| d. | <b>CITY OF PORT ALBERNI</b>                        | <b>25-39</b> |
|    | Uptown Revitalization Tax Exemption Bylaw.         |              |

*(Board Direction Requested)*

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- |    |  |              |
|----|--|--------------|
| a. | <b>REQUEST FOR DECISION</b>                                | <b>40-41</b> |
|    | Tsunami Warning System – China Creek Marina and Campground |              |

*THAT the Alberni-Clayoquot Regional District Board of Directors accepts the City of Port Alberni’s offer to make available to the ACRD used Tsunami Warning System (TWS) components adequate to assemble a five-stack TWS station to be installed at China Creek Marina and Campground.*

- |    |   |              |
|----|---|--------------|
| b. | <b>REQUEST FOR DECISION</b>   | <b>42-45</b> |
|    | Request for a Sewage Collection System at Arrowvale Riverside Campground – 5955 Hector Road |              |

*THAT the Board of Directors informs the owners of Arrowvale Campground that the ACRD is not prepared to establish a pump and haul sewage collection service when other options for sewage disposal exist.*

- |    |                             |              |
|----|-----------------------------|--------------|
| c. | <b>REQUEST FOR DECISION</b> | <b>46-72</b> |
|    | Finance Warrant No. 533     |              |

*THAT the Board of Directors approves Finance Warrant Number 533 in the amount of \$637,908.88 dated September 30, 2013.*

- |    |   |              |
|----|---|--------------|
| d. | <b>REQUEST FOR DECISION</b>                                     | <b>73-75</b> |
|    | Beaver Creek Water Service VIHA 4-3-2-1 Implementation Strategy |              |

*THAT the Board of Directors of the Alberni Clayoquot Regional District direct Staff to present the Beaver Creek Water Service Vancouver Island Health*



- c. **MARIHUANA FOR MEDICAL PURPOSES REGULATION** **100-105**  
Report

*THAT the Board of Directors receive the report.*

*THAT the Board of Directors direct staff to proceed with preparing an amendment to the Regional District of Alberni-Clayoquot Zoning By-law No. 15 as follows:*

- a) *Add the following text to Section 3 Definitions: "Medical Marihuana Facility means a building or structure, approved and licensed by Health Canada, for the production, growing and incidental processing of medical marihuana, but specifically excluding storefront or retail outlet distribution of medical marihuana."*
- b) *Include Medical Marihuana Facilities as a permitted use in the Small Holdings (A1) District, Rural (A2) District, Forest Rural (A3) District, Forest Reserve (A4) District and Industrial Park (M1) District.*

**10. REPORTS**

**10.1 STAFF REPORTS**

- a. CAO Report – October 3, 2013 **106**
- b. Planning & Development Manager Report – October 1, 2013 **107**
- c. Environmental Services Department Report – October 4, 2013 **108-110**
- d. Staff Action Items Report – October 4, 2013 **111-115**

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

**10.2 COMMITTEE REPORTS**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

**Next Board of Directors Meeting: Wednesday, October 23, 2013, 1:30 pm**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 25, 1:30 PM

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)  
John Jack, Councillor, Huu-ay-aht First Nation  
Jack McLeman, Councillor, City of Port Alberni  
Josie Osborne, Mayor, District of Tofino  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

**REGRETS:** Bill Irving, Mayor, District of Ucluelet  
Wilfred Cootes, Observer, Uchucklesaht First Nation

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Alex Dyer, Planner  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

*MOVED: Director Geall*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated with the addition of the following late items: ACRD Board Strategy Session, Thorton Creek Hatchery, Island Corridor Foundation, BC Transit and Nanaimo Regional Airport Open House.*

**CARRIED**

### 3. DECLARATIONS

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – September 11, 2013**

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

*THAT the minutes of the Board of Directors meeting held on September 11, 2013 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for August 2013**

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

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

**CARRIED**

The Inspector provided an overview of his monthly policing report. He reported on upcoming crime prevention initiatives.

**b. Mr. Ken Sander, Alberni Golf Club & Mr. Chris Bird, President, Long Beach Golf Club regarding Request for Tax Exemption 2014**

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

*THAT Mr. Sander, Alberni Valley Golf Club & Mr. Chris Bird, Long Beach Golf Club be invited to address the Regional District Board.*

**CARRIED**

Mr. Sander provided Directions with an update on Club activities over the past year. He thanked the ACRD Board for supporting their tax exemption over last 11 years. Mr. Sander requested ACRD Board to continue supporting the club and grant an exemption in 2014. Loss of this exemption would be a critical financial blow to their organization.

Mr. Bird, President of Long Beach Recreation Cooperative provided an overview of the Club's activities over the past year. They are once again requesting a tax exemption from the ACRD Board in 2014. Contributions into the Community from the Club are approximately \$25,000.

**6. CORRESPONDENCE FOR ACTION**

**a. REQUEST FOR TAX EXEMPTION 2014**

Alberni Golf Club Ltd., August 14, 2013 regarding request for Tax Exemption 2013.

*MOVED: Director Bennett*

*SECONDED: Director Banton*

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to prepare a 2014 tax exemption Bylaw for the Alberni Golf Club for consideration by the Board.*

Director Kokura voted in the negative.

**b. REQUEST FOR TAX EXEMPTION 2014**

Long Beach Golf Club, August 1, 2013 regarding request for Tax Exemption 2013.

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to prepare a 2014 tax exemption Bylaw for the Long Beach Golf Club for consideration by the Board.*

**CARRIED**

**c. REQUEST FOR ASSISTANCE**

Fire Chiefs' Association of BC Request for Assistance in Asking LGLMA and UBCM Executive to Reconsider Amending their Motion to Not Endorse a Resolution to Amend the Insurance Act to Compel Brokers to Obtain a Declaration Stating that Insurers have a Working Smoke Alarm.

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT this correspondence be received.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

**a. BC HYDRO**

2013 Community Champions Program-Submissions Now Being Accepted from Non-Profits

**b. CITY OF PITT MEADOWS**

- c. Multi-Material BC Packaging and Printed Paper Plan  
**ISLAND COATAL ECONOMIC TRUST**  
Fire Lookout to be Restored  
Infrastructure Leads to Job Creation
- d. **YOUTH PARLIAMENT OF BRITISH COLUMBIA ALUMNI SOCIETY**  
British Columbia Youth Parliament, 85<sup>th</sup> Parliament
- e. **EMCON SERVICES INC.**  
Invitation to attend Winter Plans Meeting – Wed., Oct. 16, 2013
- f. **Island Corridor Foundation** – Late Item
- g. **Nanaimo Regional Airport**  
Invitation - Nanaimo Airport Opening – Late Item
- h. **BC Transit**  
Invitation to meet with BC Transit – Late Item

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

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

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the ACRD Board invite a representative of the Island Corridor Foundation to meet with the ACRD Board and provide an update.*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the Chair of the ACRD Board be authorized to attend the Nanaimo Regional Airport Open House on September 27, 2013 in Nanaimo.*

**CARRIED**

*MOVED: Director Geall*

*SECONDED: Director Kokura*

*THAT the Chair of the ACRD Board be authorized to attend the BC Transit meeting on October 22, 2013 in Nanaimo.*

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the main motion be amended to include authorizing the Chair of the Alberni-Clayoquot Health Network attending the BC Transit meeting.*

**CARRIED**

The main motion as amended was

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Berry & Vale Contract Extension – AV Landfill.**

*MOVED: Director Kokura  
SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors grant a one year contract extension to Berry and Vale Contracting to manage the AV Landfill.*

**CARRIED**

- b. Request for Decision regarding Application for Crown Land Tenure.**

*MOVED: Director Geall  
SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to apply for a 30 year Crown Land Tenure for a portion of the Bamfield Inlet near Burlo Island in order to install a water line to provide water service to West Bamfield.*

**CARRIED**

- c. Administrative Memorandum regarding BC Used Oil Management Program.**

*MOVED: Director Bennett  
SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors receive this memorandum.*

**CARRIED**

**d. Request for Decision regarding Alberni Valley Emergency Plan Update**

*MOVED: Director McNabb*  
*SECONDED: Director Geall*

*THAT the Alberni-Clayoquot Regional District Board of Directors engage the services of Black Shield Preparedness Solutions Inc. to update the Alberni Valley Emergency Plan for a total cost of \$10,000.00 plus taxes.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVC13004, WALTON, 1022 SIXTH AVENUE (SALMON BEACH)**  
Development Variance Application – Report

*MOVED: Director Bennett*  
*SECONDED: Director McNabb*

*THAT the Board of Directors pass a resolution to consider issuing development variance DVC13004 with the addition of the arborist report be provided that concurs with the proposal and ensures that the footprint and design of building will have no negative impact on the old growth tree on the property.*

**CARRIED**

**CARRIED**

**b. SD08022, TAYLOR/ELIAS/SEETON, 9644 LAKESHORE ROAD**  
Minimum Parcel Frontage Waiver Request - Memorandum

*MOVED: Director Cote*  
*SECONDED: Director Kokura*

*THAT the Regional District Board is at this time, disposed to deny application SD08022 and prior to doing so the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied.*

**CARRIED**

Director Bennett and Director McNabb voted in the negative.

**c. RE13007, SALMON, 7360 PLYMOUTH ROAD**  
Rezoning Application – Report and Bylaws P1317 and P1318

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

*THAT the Board of Directors receive the staff report and concur with staff recommendations and proceed with first reading of Bylaws P1317 and P1318.*

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT Bylaw P1317, Beaver Creek Official Community Plan Amendment Bylaw, be read a first time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT Bylaw P1318, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT the public hearing for Bylaws P1317 and P1318 be delegated to the Director for Electoral Area "E", the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

**d. RF13005, LPV LAND DEVELOPMENT, 5950 STRATHCONA STREET**  
Rezoning Application – Report and Bylaw P1315

*MOVED: Director Banton  
SECONDED: Director Kokura*

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

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director McNabb*

*THAT Bylaw P1315, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director Kokura*

*THAT the public hearing for Bylaw P1315 be delegated to the Director for Electoral Area "F", the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

- e. **AE13001, KRUEGER, 8031 CAMERON ROAD**  
Agricultural Land Reserve Application – Memorandum and Report

*MOVED: Director McNabb*

*SECONDED: Director Jack*

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

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

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

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors pass a resolution to forward the application to the Agricultural Land Commission, noting that Regional District staff is suggesting a variation to the applicant's original proposal to reconfigure the lot and include a portion of property into the ALR and note the Agricultural Advisory Committee did not support this application.*

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT the above motion be tabled.*

**CARRIED**

*MOVED: Director Jack*

*SECONDED: Director McLeman*

*THAT Mr. Krueger be allowed to address the Regional District Board.*

**CARRIED**

Mr. Krueger spoke to his ALR application and the reason why he wants the subdivision done as originally planned, not as recommended by ACRD Planning staff.

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT the motion regarding ALR Application AE13001 be lifted from the table.*

**CARRIED**

The motion, lifted from the table, was

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Staff Action Items Report – September 20, 2013**
- b. Financial Statement – August 31, 2013**
- c. Building Inspector’s Report – August 2013**
- d. Board of Director’s Meeting Schedule – October 2013**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – C. Solda – No Report**
- b. Vancouver Island Regional Library - P. Cote**

Director Cote reported that the budget was approved at the meeting last Saturday. The budget is increasing up to 7%. Only two members voted against the budget.

- c. Central West Coast Forest Society – T. Bennett**

Director Bennett provided a brief update. The Society had a very busy summer. Next meeting is coming up in the fall.

- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda – No Report**
- e. Alberni Valley Chamber of Commerce – C. Solda – No Report**
- f. Coastal Communities Network – T. Bennett/B. Irving/C. Solda**

Director Bennett reported on the AGM held during the UBCM Convention. They did not have a full quorum. Patrick Marshall and Director Bennett have made a request to meet with the BC Ferry Lobby group to discuss utilizing the CCN. The Network is on hold until they hear back from BC Ferry Lobby group.

- g. West Island Woodlands Advisory Group – J. Jack/L. Banton – No Report**
- h. Island Coastal Economic Trust – C. Solda – No Report**
- i. Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. West Coast Aquatic Board – T. Bennett – No Report**
- k. Association of Vancouver Island & Coastal Communities – C. Solda – No Report**
- l. Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. Other Reports**
  - 2013 UBCM Convention**

The Chairperson provided Directors with an opportunity to report out on the 2013 UBCM Convention in Vancouver.

**n. Alberni Valley Committee Meeting – September 25, 2013**

The Chief Administrative Officer reported on the Alberni Valley Committee meeting held this morning. The Committee agreed to terms for interim water supply for Beaver Creek from the City of Port Alberni and proceeding with a Regional water supply for the Alberni Valley.

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board send a letter to Thorton Creek Hatchery supporting their grant application through the Pacific Salmon Foundation.*

**CARRIED**

*MOVED: Director Jack*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board allow the following as a late item: forwarding a letter of congratulations to the newly elected Nuuchahnulth Tribal Council President.*

**CARRIED**

*MOVED: Director Jack*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board send a letter to the newly elected President of the Nuuchahnulth Tribal Council, Deb Foxcroft and a letter of thanks to outgoing President, Cliff Atleo.*

**CARRIED**

The Chief Administrative Officer requested input on possible dates in October for the ACRD Board to hold a Strategic Planning Session. Friday, October 11<sup>th</sup> was chosen as the preferred date for the Session.

**13. QUESTION PERIOD**

**14. ADJOURN**

*MOVED: Director McLeman*  
*SECONDED: Director*

*THAT this meeting be adjourned at 4:03 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 ALBERNI VALLEY COMMITTEE MEETING HELD ON WEDNESDAY, SEPTEMBER 25, 2013

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

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- DIRECTORS PRESENT:** Cindy Solda, Councillor, City of Port Alberni  
Mike Kokura, Electoral Area "B" (Beaufort)  
Penny Cote, Electoral Area "D" (Sproat Lake)  
John McNabb, Electoral Area "E" (Beaver Creek)  
Lucas Banton, Electoral Area "F" (Cherry Creek)  
Jack McLeman, Councillor, City of Port Alberni
- REGRETS:** John Jack, Councillor, Huu-ay-aht First Nation  
Eric Geall, Electoral Area "A" (Bamfield)
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Mark Fortune, Airport Superintendent  
Wendy Thomson, Manager of Administrative Services

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 9:35 am.

2. **APPROVAL OF AGENDA**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the agenda be approved as circulated with the addition of the following late item: gas tax funds.*

**CARRIED**

3. **MOTION TO CLOSE THE MEETING TO THE PUBLIC**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

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

**CARRIED**

The meeting was closed to the public at 9:45 am

**4. RE-OPEN THE MEETING TO THE PUBLIC**

The meeting was opened to the public at 11:00 am

**5. ADOPTION OF MINUTES**

**a. Alberni Valley Committee Meeting – August 14, 2013.**

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT the minutes of the Alberni Valley Committee Meeting held on August 14, 2013 be adopted.*

**CARRIED**

**6. REPORTS**

**a. Update on the Alberni Valley Regional Airport – A. Daniel**

The CAO provided an update on a GPS system for the Alberni Valley Regional Airport (AVRA). The Airport Supervisor circulated a review he conducted on a CPS/WAAS System for the AVRA. He provided an overview of GPS options at the Airport and two proposals received for the CPS/WAAS approach upgrade study. The CAO reported there are no funds in the 2013 budget for the study and recommended the AV Committee consider a GPS system during 2014 budget deliberations. Staff will canvas current and potential Airport users to see if there is interest in cost sharing.

*MOVED: Director McNabb*

*SECONDED: Director Banton*

*THAT the GPS/WASS system for the Alberni Valley Regional Airport be referred to 2014 budget discussions and staff be instructed to investigate partnerships and report back to the Alberni Valley Committee.*

**CARRIED**

**b. RFD – Establish an Alberni Valley Service to provide for the Sprout Lake Marine Patrol (referred from the August 28, 2013 Board Meeting)**

*MOVED: Director Kokura*

*SECONDED: Director Banton*

*THAT the Alberni Valley Committee recommend that the Alberni-Clayoquot Regional District Board of Directors take the Sproat Lake Marine Patrol Program to referendum during the 2014 general election.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director McLeman*

*THAT the draft Bylaw for the Sproat Lake Marine Patrol Service be amended reducing the maximum requisition to \$30,000.00 annually.*

**CARRIED**

**7. UNFINISHED BUSINESS**

**8. LATE BUSINESS**

*MOVED: Director Banton  
SECONDED: Director Kokura*

*THAT the Alberni Valley Committee recommends to the Alberni-Clayoquot Regional District Board of Directors that the gas tax funds allocated to the Cherry Creek Improvement District and Beaver Creek Water service inter-connection be re-allocated to the Cherry Creek Improvement District for mainline upgrades to Cherry Creek system.*

*MOVED: Director McLeman  
SECONDED: Director Banton*

*THAT the motion be tabled until the Alberni-Clayoquot Regional District receive a request from the Cherry Creek Improvement District to re-allocate the funds for the mainlines upgrades to the Cherry Creek Water System.*

**CARRIED**

**9. ADJOURN**

*MOVED: Director J. McLeman  
SECONDED: Director Banton*

*THAT this meeting be adjourned 12:16 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



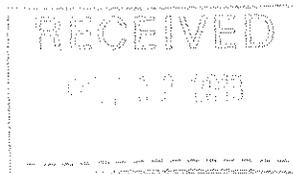
## Alberni Valley Regatta Association

8735 Faber Road  
Port Alberni, B.C.  
V9Y 9B7

September 28, 2013

The Alberni Clayoquot Regional District

The Board:



Re: Support of Alberni Valley Regatta Association

We would like to formally introduce the newly incorporated Alberni Valley Regatta Association: the AVRA was formed to promote safe boating and water sports in the Alberni valley for both young and old. We held our first year's events this summer with a few boating demonstrations and a Show and Shine and we were met with overwhelming support from the community.

There are many events going on in town during the summer and we would like to see more people enjoy the lake. We would like to bring back the regattas of the 50's and 60's that brought more than 250 competitors and several thousand spectators from the all over the Island, the Mainland and the Pacific North West, having an economic impact on our community. It is the intention of the Regatta committee to include all types of competition including dragon boats, kayaks, sail and power boats, which we feel would attract many spectators, as in the past, for an excellent Valley attraction.

We are working with the Regional Government to obtain the use of the Sproat Lake Provincial Park to hold our event the 3<sup>rd</sup> weekend in August. We have several letters of support from members of the community and we are asking for your support in the form of a letter to: Bill Woodhouse, RLC Parks, 1240-B Rath Road, Parksville, BC V9P 2E2 or email: [BillWoodhouse@rlcparks.ca](mailto:BillWoodhouse@rlcparks.ca)

Thanking you for your consideration,

A handwritten signature in cursive script that reads "Ray Nass".

Ray Nass  
President

Alberni Valley Regatta Association

[nassr@telus.net](mailto:nassr@telus.net)

**From:** [Wendy Thomson](#)  
**To:** [Tracy Bond](#)  
**Subject:** Fwd: [Press Release] FIRE LOOKOUT TO BE RESTORED  
**Date:** Monday, September 16, 2013 10:00:51 AM

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For next board agenda

Sent from my iPad

Begin forwarded message:

**From:** Island Coastal Economic Trust <[info@islandcoastaltrust.ca](mailto:info@islandcoastaltrust.ca)>  
**Date:** 12 September, 2013 4:26:46 PM PDT  
**To:** Wendy Thomson <[wendy.thomson@acrd.bc.ca](mailto:wendy.thomson@acrd.bc.ca)>  
**Subject:** [Press Release] FIRE LOOKOUT TO BE RESTORED



### Press Release

## FIRE LOOKOUT TO BE RESTORED

September 12, 2013

*ICET grant to rebuild lookout will strengthen tourism sector*

COURTENAY - A piece of history in Woss is being rejuvenated thanks to nearly \$40,000 in matching funds from the Island Coastal Economic Trust.

The Woss Fire Lookout, built in the 1940s, offers spectacular views of mountains and valleys in the Nimpkish region.

The Woss Residents Association, with financial and logistical support from Western Forest Products and Recreation Sites and Trails B.C., will use the ICET funding to rebuild the lookout. Access trails, interpretive signage, and other amenities are also part of the project.

"Northern Vancouver Island is quickly gaining a reputation as a destination for hikers," said WRA chair Dave Rushton. "Restoring this lookout gives people yet another reason to visit Woss, and to experience first-hand the rugged natural beauty of this part of the province."

In the years before computerized lightning detectors, B.C. forest fires were often spotted by workers stationed in lookouts built atop mountains. Of the 350 lookouts, 20 or so are still active and in service.

Island Coastal Economic Trust chair Mayor Phil Kent said that the restored lookout is more than just a viewpoint for hikers.

“There is a niche tourism market of visitors with a passion for fire lookouts and other forestry-related experiences,” Kent explained. “Woss has a deep history with forestry, and by helping to fund the restoration of the lookout, we’re boosting the region’s tourism draw, and that’s good for the economy.”

The fire lookout project complements other forestry-related tourism initiatives planned for the new Heritage Park.

Western Forest Products, a significant employer in the region, is contributing to the restoration efforts too.

“Forestry is a part of the history and culture of northern Vancouver Island, and this project will help visitors and residents enjoy the natural beauty of our sustainably-managed coastal forest operations,” said Randy Boas, Operations Manager at Western Forest Products Englewood Forest Operation.

### **About the 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 is guided by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials and MLAs and five appointees. This exceptional team of leaders collaborates to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved over \$47 million for 96 economic infrastructure projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$260 million in incremental funding into the region.

A full overview of ICET can be found at [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

-30-

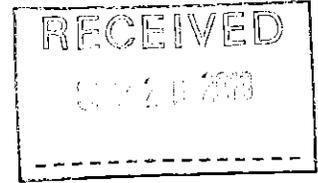
For further information:

Mayor Phil Kent, ICET Chair  
City 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)

Bev Webber  
Woss Residents Association  
Tourism & Trail Coordinator  
Phone: 250-281-2471

**BRITISH COLUMBIA**  
**ACHIEVEMENT FOUNDATION**



*Board of Directors*

September 16, 2013

*Keith Mitchell, QC  
Chair*

I am pleased to announce the 2013 British Columbia Community Achievement Awards. The awards celebrate the spirit, imagination and dedication of British Columbians who make a significant difference in their communities.

*Hon. Christy Clark*

*Kathleen Bartels*

*Kevin Bent*

We all know people who work tirelessly for the betterment of others either as committed volunteers or in the course of their work. These individuals bring strength to their communities and enrich our great province.

*Michael Bernier, MLA*

*Christopher Gaze, OBC*

*Carol Henriquez, CM*

I invite you to reflect on those British Columbians who inspire us by their example, and to nominate them for an award this year.

*Marvin Hunt, MLA*

*Olga Ilich*

Thank you for supporting the British Columbia Community Achievement Awards.

*Wendy John*

Sincerely,

*C.T. (Manny) Jules,  
OBC*

A handwritten signature in black ink that reads "Christy Clark". The signature is fluid and cursive.

*Ron Lou-Poy, QC*

*Scott McIntyre, CM*

Christy Clark  
Premier, Province of British Columbia  
Board Member, British Columbia Achievement Foundation

*Hon. Coralee Oakes*

*Michael Stevenson*

*Max Wyman, OC*

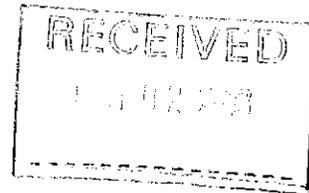


REGIONAL  
DISTRICT  
OF NANAIMO

September 27, 2013

Island Corridor Foundation Board  
Box 375 Stn A  
Nanaimo, BC V9R 5L3

Attention: Mary Ashley  
Chair



Dear Ms. Ashley:

As you and your Board are aware, significant concerns have been raised by the Regional District of Nanaimo (RDN) Board, their member municipalities and citizens of the RDN with regard to the operation of the Island Corridor Foundation (ICF). Following discussions at an in camera meeting held on Tuesday, September 24, 2013, the Board adopted the following motion:

That staff prepare, for the signature of the Chair, a letter to the Island Corridor Foundation Board requesting responses to the following questions:

1. What is Island Corridor Foundation's specific business plan for securing future new business opportunities on the rail line from Victoria to Courtenay and how will the rail (and any other infrastructure) upgrades required to support these new business lines be determined and funded?
2. Following on recent events and significant accidents on rail lines in Canada, how will what appears to be likely increases in rail safety and liability standards affect the proposed return of passenger rail to Vancouver Island? Similarly, what are the potential impacts to the current business plans of the Island Corridor Foundation (and its rail operations partner) and for future new business efforts (of both the Island Corridor Foundation and its operator)?
3. What is the current amount of liability insurance carried by the Island Corridor Foundation and its rail operator?

This motion was brought out of in camera and will form part of the minutes for the regular Board meeting of September 24, 2013.

RDN staff have been directed to report back to the Board at the November 12, 2013 Committee of the Whole meeting. As such, response from the ICF on these questions is required by October 25, 2013 to meet the requirements of the RDN agenda cycle.

6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

Ph: (250)390-4111  
Toll Free: 1-877-607-4111  
Fax: (250)390-4163

RDN Website: [www.rdn.bc.ca](http://www.rdn.bc.ca)

It is also requested that RDN staff be provided with a signed copy of Bylaw No. 1 of the Corporation as confirmed by the members of the Corporation by special resolution on April 25, 2013. In addition, RDN staff have previously requested and are awaiting receipt of the new Articles of Incorporation once received by the Island Corridor Foundation. Please forward those documents as soon as practicably possible.

Your assistance with the timely provision of the requested information is greatly appreciated.

Sincerely,



Joe Stanhope  
RDN Chairperson

cc RDN Board of Directors  
Paul Thorkelsson, RDN CAO  
Capital Regional District – Alastair Bryson, Chair, Robert Lapham, CAO  
Cowichan Valley Regional District – Rob Hutchins, Chair, Warren Jones, CAO  
Comox Valley Regional District - Edwin Grieve, Chair, Debra Oakman, CAO  
Alberni-Clayoquot Regional District – Cindy Solda, Chair, Russell Dyson, CAO

**From:** [Davina Hartwell](#)  
**Subject:** Uptown Revitalization Tax Exemption Bylaw  
**Date:** Thursday, September 26, 2013 9:40:45 AM  
**Attachments:** [Uptown Revitalization Tax Program.pdf](#)

---

For your information, attached is the Notice and Bylaw with regards to the City's Uptown Revitalization Tax Exemption Program. This Bylaw has been prepared at Council's direction to meet the objective in their Strategic Plan to prepare an aggressive tax revitalization bylaw for the Uptown. The Bylaw received three readings at the September 23<sup>rd</sup> regular meeting and will come forward for consideration of adoption on October 28<sup>th</sup>. Any comments/input received with regards to the Bylaw will also be provided on Council's October 28<sup>th</sup> agenda.

Should you have any questions or comments, please contact me!

Davina

***Davina Hartwell***  
***City Clerk***

City of Port Alberni  
4850 Argyle Street  
Port Alberni, BC V9Y 1V8  
Tel. 250 720-2810  
Cell 250 731-6101  
[www.portalberni.ca](http://www.portalberni.ca)

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This email was virus checked by the City of Port Alberni's Sophos UTM 9 email security.  
<http://www.portalberni.ca>



## CITY OF PORT ALBERNI

### PUBLIC NOTICE

#### Uptown Revitalization Tax Exemption Program

At a regular meeting on September 23<sup>rd</sup>, 2013, Council for the City of Port Alberni provided three readings to “**City of Port Alberni Revitalization Tax Exemption Program, Bylaw No. 4824**”.

This Bylaw is intended to encourage investment in the uptown area by encouraging property owners to create new commercial space, new multi-family residential space, improve existing commercial buildings and multi-family residential buildings, thereby revitalizing and increasing the esthetic appeal of the uptown.

The two main components of the proposed Bylaw are:

- With a minimum \$1 million investment the Owner is eligible to apply for a 100% municipal tax exemption on the assessed value of improvements (buildings) for a maximum 10 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.
- With a minimum \$100,000 investment the Owner is eligible to apply for a 100% municipal tax exemption on assessed value improvements (buildings) for a maximum 5 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.

The exemption will apply only to improvements, the City will continue to collect taxes on the land.

Eligible properties and qualifications are identified in the Bylaw which is available for public inspection during regular office hours, 8:30 a.m.- 4:30 p.m. Monday to Friday.

Council will consider adoption of the Bylaw at its regular meeting of October 28<sup>th</sup>, 2013. Public input regarding the Bylaw received in writing by 12 noon on October 23<sup>rd</sup>, 2013 will be included as part of Council's agenda.

For further information, please contact:

Davina Hartwell, City Clerk  
City of Port Alberni  
4850 Argyle Street, Port Alberni, BC V9Y 1V8  
Tel. 250 720-2810  
Email: [davina\\_hartwell@portalberni.ca](mailto:davina_hartwell@portalberni.ca)

Publish in AV Times: Friday, Sept. 27, October 10, October 24  
AV News: October 3, October 17  
PNPP / Media

J:\Clerks\Council\NOTICES\2013\Revitalization Bylaw 2013.doc

CITY OF PORT ALBERNI

BYLAW NO. 4824

**A Bylaw to Establish a Revitalization Tax Exemption Program.**

**WHEREAS** under Section 226 of the *Community Charter*, Council may, by bylaw, establish a Revitalization Tax Exemption Program (RTEP);

**AND WHEREAS** Council wishes to establish a Revitalization Tax Exemption Program (RTEP) for a specific designated area;

**NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:**

1. **Title**

This bylaw shall be cited as "City of Port Alberni Revitalization Tax Exemption Program, Bylaw No. 4824".

2. **Definitions**

In this bylaw:

**"Agreement"** means a Revitalization Tax Exemption Agreement between the Property Owner of a Parcel and the City in the format attached to and forming part of this Bylaw as Schedule "A";

**"Building Official"** includes a person or persons designated by the City as a Building Inspector;

**"Council"** means the Council of the City of Port Alberni;

**"Corporate Officer"** means the person appointed under section 148 of the *Community Charter* as the Corporate Officer for the City;

**"City"** means the City of Port Alberni;

**"City Planner"** means the person appointed by the Council to direct the operations and programs of the City's Planning and Building Department

**"Investment Threshold(s)"** means the amount of capital investment required to be eligible to apply for the Revitalization Tax Exemption Program;

**"Parcel"** means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway that is situated within the Revitalization Areas;

**"Property Owner"** means the registered owner in fee simple of lands within the City.

**"Project"** means a revitalization Project on a Parcel involving the construction of a new improvement or alteration of an existing improvement;

**“Revitalization Areas”** means areas that have been designated and defined in Schedule “B” which is attached to and forms a part of this bylaw;

**“Revitalization Tax Exemption Program Application”** means the application which is attached to and forms a part of this bylaw as Schedule “C”;

**“Significant Development”** means development that requires a capital investment that meets the minimum requirements as described in Schedule “A”, section 3.

### 3. **Revitalization Tax Exemption Program Objectives**

Pursuant to Section 226 of the *Community Charter*, the City of Port Alberni Council hereby establishes a Revitalization Tax Exemption Program (RTEP) as follows:

- a) The objectives of the RTEP are to stimulate growth and development in the commercial Uptown area of the City.
- b) The program is designed to encourage investment by commercial property owners to create new commercial space, new multi-family residential space, improve existing commercial buildings, improve existing multi-family residential buildings thus revitalizing and increasing the esthetic appeal of the Uptown.
- c) The RTEP is intended to accomplish these objectives by providing tax relief to Property Owners who undertake a significant development within the revitalization areas.

### 4. **Revitalization Tax Exemption Program Eligibility**

Property Owners are eligible to apply for the RTEP having satisfied the criteria as follows:

- a) Parcels that are eligible for the RTEP must fall within the *Revitalization Areas* (Schedule “B”).
- b) The terms and conditions upon which a tax exemption may be granted and a Tax Exemption Certificate, which is attached to and forms a part of this bylaw as Schedule “D”, may be issued, are defined in Schedule “A”.

### 5. **Revitalization Tax Exemption Program Exemption and Term**

- a) The amount and term of a tax exemption shall be calculated for each successful applicant on an individualized basis. The calculation methods are defined in Schedule “A”, section 3;
- b) The period of the tax exemption shall begin January 1<sup>st</sup> of the year in which the exemption first applies and terminate at the end of the 10<sup>th</sup> year or when the maximum exemption amount has been reached whichever first occurs.

**6. Revitalization Tax Exemption Program Application**

In order for a Parcel to be considered for a tax exemption, the Property Owner must:

- a) Submit a completed application package to the City by August 1<sup>st</sup>, prior to the year the exemption is being applied for and include the following:
  - i. Schedule "C" of the Revitalization Tax Exemption Program Application Form;
  - ii. A tax certificate verifying all taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessment are payable by installments, that all installments owing at the date of application have been paid;
  - iii. Schedule "A" the signed Agreement; and
  - iv. A certified copy of all applicable permits, including a building permit.

**7. Revitalization Tax Exemption Certificate Cancellation**

A Tax Exemption Certificate may be cancelled by Council, if in the opinion of Council, the Parcel improvements have not been maintained or have been altered so that they no longer comply with the requirements as set out in the original application as approved by the City.

**8. Designated Municipal Officer**

- a) The Corporate Officer for the City is the designated municipal officer for the purpose of section 226 (13) in the *Community Charter*.
- b) The Corporate Officer will receive applications and will review and have the authority to approve them according to the set criteria.

**READ A FIRST TIME THIS 23<sup>RD</sup> DAY OF SEPTEMBER, 2013.**

**READ A SECOND TIME THIS 23<sup>RD</sup> DAY OF SEPTEMBER, 2013.**

**READ A THIRD TIME THIS 23<sup>RD</sup> DAY OF SEPTEMBER, 2013.**

**FINALLY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013.**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**SCHEDULE "A"**

**RTEP Bylaw**

**REVITALIZATION TAX EXEMPTION AGREEMENT (Pages 4 to 9)**

THIS AGREEMENT dated for reference the \_\_\_\_ day of \_\_\_\_\_, 20\_\_

**BETWEEN:**

(Name)  
(Address)

(the "Property Owner")

**AND**

**THE CITY OF PORT ALBERNI**

4850 Argyle Street  
Port Alberni, BC V9Y 1V8  
(the "City")

**GIVEN THAT:**

- A. The Property Owner is the registered owner in fee simple of lands in the City of Port Alberni at <insert civic address> legally described as <insert legal description> (the **Parcel**);
- B. The City has under Bylaw 4824 established a revitalization tax exemption program in order to encourage development within a defined area of the City;
- C. The Property Owner proposes to make the alterations, upgrades and improvements described in the "**Project**" and the City has agreed to accept the Project under the program;
- D. The City and the Property Owner have agreed to enter into this Agreement to provide for the Property Owner's obligations regarding the Project and the City grants of a tax exemption, all in accordance with the terms and conditions set out herein.

**Terms and Conditions**

**1. Property Owner Obligations**

Throughout the term of the Tax Exemption, the Property Owner will:

- a) Use its best efforts to ensure that the Project is constructed, maintained, operated and used in a manner that will be consistent with and will foster the objectives of the RTEP.
- b) Ensure that the Parcel and the Project are used, operated and occupied in compliance with the permitted use and zoning for the Parcel under the "City of Port Alberni Zoning Bylaw 1998, No. 4395", as amended, consolidated or replaced from time to time;
- c) Operate, repair and maintain the Project and keep the Project in a state of good repair;
- d) Not allow any non-exempt property taxes due in relation to the Parcel to go into arrears or become delinquent;
- e) If the Parcel is sold during the term of the Tax Exemption, subject to Section 9 of this Agreement, ensure that the new fee simple owner(s) will be bound by the terms of this Agreement.

- f) Upon completion of a sale of the Parcel, provide the City's Corporate Officer with a copy of the assignment of this Agreement, evidencing that the new fee simple owner has legally assumed the obligations under this Agreement.
- g) Complete or cause to be completed construction of the Project within one (1) year from the date of issuance of the building permit; in accordance with the building permit and the plans and specifications attached to Schedule "C";
- h) Ensure the completed Project will not deviate significantly from plans supplied to City staff at the time of application with compliance determined solely by the City Planner.

## 2. Conditions

The following conditions must be fulfilled before the City will issue a Certificate to the Property Owner:

- a) The Property Owner will obtain a Building Permit from the Building Official for the Project and submit a completed Revitalization Tax Exemption Program Application with all relevant attachments on or before August 1<sup>st</sup> in the year the Property Owner applies for the Tax Exemption under the Bylaw;
- b) The Property Owner will complete or cause to be completed construction of the Project in a good and workmanlike fashion and in strict accordance with the building permit and the plans and specifications attached hereto as a part of a completed City of Port Alberni Revitalization Tax Exemption Program Application and the Project must be officially opened for use by no later than one (1) year from the date of issuance of the building permit;
- c) The completed Project will not deviate significantly from plans supplied to City staff at the time of application with compliance determined solely by the City's Approving Officer.
- d) The Property Owner will provide the City with the following:
  - i. A copy of the Project's Building Permit providing the value of construction as determined by the Building Official;
  - ii. A certificate verifying taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessments are payable by installments, that all installments owing at the date of application have been paid; and
  - iii. All applicable fees as required under Bylaw 4824 and other applicable City of Port Alberni bylaws.

At any time, if the Property Owner breaches or does not fully satisfy any of the obligations and conditions in the Certificate or this Agreement, the City will provide notice of cancellation to the Property Owner.

### **3. Term and Calculation of Revitalization Tax Exemption**

- a) The term of each tax exemption will be a maximum of ten (10) years and will not exceed 25% of the total project value and is ultimately dependent upon which component of the Revitalization Tax Exemption program the Property Owner is eligible for.
- b) Calculations are made for each component based on Investment Thresholds that the Property Owner must meet in order to be eligible for the tax exemption associated with each threshold. Project values are determined by the construction value that is determined by the Building Official in the calculation for the building permit fee.
- c) There are two main components to the City of Port Alberni Tax Exemption program:
  - (i) With a minimum \$1 million investment the Owner is eligible to apply for a 100% municipal tax exemption on the assessed value of improvements (buildings) for a maximum 10 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.
  - (ii) With a minimum \$100,000 investment the Owner is eligible to apply for a 100% municipal tax exemption on assessed value improvements (buildings) for a maximum 5 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.

### **4. Revitalization Tax Exemption Certificate**

Tax Exemption Certificate may be issued once the following items have been submitted to the City and approved:

- a) The construction Project has been issued a final permit;
- b) The construction Project has a building permit issued from the City of Port Alberni, a copy of this permit with the Project values as determined by the Building Official with the calculations clearly visible;
- c) A tax certificate that all taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessment are payable by installments, that all installments owing at the date of application have been paid;
- d) All applicable fees as required under Bylaw 4824 and other applicable City of Port Alberni bylaws;
- e) An exemption certificate or cancellation does not apply to taxation in a calendar year unless the exemption certificate is issued or cancelled, as applicable, on or before October 31 in the preceding year.

## 5. Stratification

For currently stratified properties an exemption shall apply only to common areas where the Strata Corporation is the applicant.

if a Property Owner applies for an exemption and then stratifies a Parcel under the *Strata Parcel Act* the Tax Exemption shall apply only to common areas.

## 6. Cancellation

The City may cancel the Certificate:

- a) On the written request of the Property Owner; or
- b) At any time, if the Property Owner breaches or does not fully satisfy any of the obligations and conditions in the Certificate or this Agreement, as determined by the City acting reasonably, effective immediately upon delivery of a notice of cancellation to the Property Owner.

## 7. Recapture of Exempted Taxes

If pursuant to the terms and conditions specified in the Agreement or the Tax Exemption Certificate, the Tax Exemption Certificate is cancelled, the Property Owner of the Parcel for which the Tax Exemption Certificate was issued will remit to the City:

- a) An amount, as determined by the City, of municipal property taxes payable for the balance of the year, calculated pro rata based on the annual amount of municipal taxes that would have been payable but for the Tax Exemption; and
- b) Any amounts owing to the City will be deemed to be municipal property taxes and any such amounts that are not paid by December 31 of the taxation year in which they fall due will become taxes in arrears in the following year and collectable as taxes in arrears.

## 8. Notices

Any notice or other communication required or contemplated to be given or made by any provision of the Agreement shall be given or made in writing and delivered personally (and if so shall be deemed received when delivered) or mailed by prepaid registered mail in any Canada Post Office (and if so shall be deemed delivered on the sixth business day following such mailing except that, in the event of interruption of mail service notice shall be deemed to be delivered only when actually received by the party to whom it is addressed), so long as notice is addressed as follows:

To the Property Owner at the address given in Schedule "B", the Agreement:

And to the City at:

The City of Port Alberni  
4850 Argyle Street  
Port Alberni, BC V9Y 1V8

**9. No Assignment**

The Property Owner may not assign its interest in the Agreement except to a subsequent Property Owner in fee simple of the Parcel, and then only with the prior written consent of the City on conditions which may be determined at the sole discretion of the City.

**10. Severance**

If any portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that is invalid shall not affect the validity of the remainder of this Agreement.

**11. Further Assurances**

The parties hereto shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.

**12. References**

Every reference to each party is deemed to include the heirs, executors, administrators, personal representatives, successors, assigns, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or allows.

**13. No Right of Action**

The Property Owner will have no cause of action for any losses incurred if this Agreement is found, for any reason, to be illegal, invalid or unenforceable by a court of competent jurisdiction and in the event of the finding of such illegality, invalidity or unenforceability, the Property Owner will be obligated to pay all municipal Parcel taxes which would otherwise have been payable by the Property Owner during the Term.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement as of the day and year first above written

**The City of Port Alberni**

\_\_\_\_\_  
City Clerk

(insert name of Property Owner, if a corporation or corporate body) by its authorized signatories:

\_\_\_\_\_  
Name and title

\_\_\_\_\_  
Name and title

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Property Owner if an individual

\_\_\_\_\_  
Address of Witness

**SCHEDULE "B" - CITY OF PORT ALBERNI REVITALIZATION AREAS**



**SCHEDULE "C"**

**RTEP Bylaw 4824**

CITY OF PORT ALBERNI REVITALIZATION TAX EXEMPTION APPLICATION (Page 1 of 2)

**\*\*\*Please Print\*\*\***

Application Process:

- Apply** for and **Receive** all applicable permits
- Apply for Revitalization Tax Exemption
- Administrative Review (Planner/Clerk)
- Decision: Approval Subject to Final Inspection
- Sign Agreement
- Project Final Inspection
- Signing of Agreement and Issuance of Tax Exemption Certificate

Business Name: \_\_\_\_\_

Business Owner: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Business License Number: \_\_\_\_\_ Building Permit Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_  
\_\_\_\_\_

PID#: \_\_\_\_\_

Roll #: \_\_\_\_\_

Location of Construction: \_\_\_\_\_

Description of Improvements (use back of page if necessary)

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COPY AVAILABLE FOR PUBLIC INSPECTION

**SCHEDULE "C"**

**RTEP Bylaw 4824**

CITY OF PORT ALBERNI REVITALIZATION TAX EXEMPTION APPLICATION (Page 2 of 2)

Type of Construction:

- New Building
- Addition to Existing Building
- Renovation to Existing building

Intended Threshold

- Investment \$1 million +
- Investment \$100,000 +

Building Permit Number: \_\_\_\_\_

Building Permit Estimated Project

Value: \_\_\_\_\_

Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Nature of Business:

\_\_\_\_\_

Intended first year of tax exemption: 20\_\_\_\_

If any of the above information needs to be treated as confidential, please indicate reasons:

\_\_\_\_\_  
\_\_\_\_\_

**Declaration of Applicant**

I (We) \_\_\_\_\_ solemnly declare that all the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true, knowing that it is the same force and effect as if made under oath, and by virtue of: "The Canada Evidence Act."

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

**SCHEDULE "D"**

**RTEP Bylaw**

**TAX EXEMPTION CERTIFICATE**

CITY OF PORT ALBERNI  
BYLAW \_\_\_\_\_  
Revitalization Tax Exemption

Date of Issuance: \_\_\_\_\_ Certificate Number: \_\_\_\_\_

Date of Expiry: December 31, 20\_\_\_\_\_

P.I.D. \_\_\_\_\_ Roll # \_\_\_\_\_

Civic Address:  
\_\_\_\_\_

Legal Description:  
\_\_\_\_\_

Amount \$ \_\_\_\_\_

Term: \_\_\_\_\_

Issued by:  
\_\_\_\_\_

City Clerk  
City of Port Alberni

This certificate is transferable with the sale of the Parcel.

This certificate may be revoked by City of Port Alberni at any time should Council determine that the Parcel improvements on which this certificate is based have not been maintained, or have been altered so that they no longer comply with the requirements of the Revitalization Bylaw provisions.

\* \* \* \*



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Laurie L'Heureux, Emergency Planning Coordinator

**Meeting Date:** **October 9, 2013**

**Subject:** Tsunami Warning System – China Creek Marina and Campground

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### Recommendation:

**That the Alberni-Clayoquot Regional District Board of Directors accepts the City of Port Alberni's offer to make available to the ACRD used Tsunami Warning System (TWS) components adequate to assemble a five-stack TWS station to be installed at China Creek Marina and Campground.**

### Desired Outcome:

The ACRD will install the TWS equipment at China Creek Marina and Campground, or other location of similar need, and assume all responsibility for any refurbishing required, installation, maintenance, and future replacement.

The City would monitor that station as it does the City-owned stations, performing weekly silent tests and monthly audible tests. The new TWS station would be activated at the same time as City-owned stations, and under the same ACRD command and control.

### Background:

The City of Port Alberni owns and operates a TWS. Activation of the City's TWS is linked into the command and control structure identified within the ACRD's Alberni Valley Emergency Plan. In short, the City maintains and operates the TWS, but takes direction from the ACRD in terms of activation of that system.

The TWS currently has four standalone stations located strategically around the tsunami inundation zone to provide early warning to citizens at risk. Because the TWS equipment has exceeded its 20 year service life and is beginning to fail, the City is replacing hardware at each of those stations, replacing one per year. Having now replaced the equipment from 2 stations, the City is in possession of enough working parts to assemble one downsized TWS station (5 speakers and amplifiers versus the standard 9 speaker/amplifier system) which can be refurbished and placed into service. Such a station would be effective in a small area not adequately served by the TWS.

Several years ago the Port Alberni Port Authority installed a tsunami warning system at China Creek Marina and Campground. This system is not connected to the City's TWS, and therefore might not be activated when the City's TWS system is activated. It is problematic that an area such as China Creek

## **Request for Decision**

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Marina and Campground, at times heavily populated, relies upon a tsunami warning system that is not connected to the broader system.

It is recommended that the ACRD accept the City's offer, direct Alberni Communications and Electronics (ACE) to refurbish the TWS components and assemble a 5 stack TWS, install that TWS station at China Creek Marina and Campground, remove and dispose of the existing equipment there, and conduct system testing and adjusting in order to ensure that the newly installed station performs in a similar manner to the City's TWS stations.

### **Financial:**

The cost to assemble and install the five-stack TWS at China Creek Marina and Campground is estimated by ACE at \$5,000. ACE estimates a replacement of a five-stack TWS to be approximately \$25,000. Based on the City of Port Alberni's annual maintenance costs, the estimated yearly price to maintain the five stack TWS at China Creek would be approximately \$1,000 per year.

Submitted by:



Laurie L'Heureux, Emergency Planning Coordinator

Approved by:



Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

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

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

**Date:** October 2, 2013

**Subject:** Request for a Sewage Collection System at Arrowvale Riverside Campground – 5955 Hector Road

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### **Recommendation:**

That the Board of Directors informs the owners of Arrowvale Campground that the ACRD is not prepared to establish a pump and haul sewage collection service when other options for sewage disposal exist.

### **Desired Outcome:**

The Board has had previous requests from private property owners to create pump and haul systems and has consistently maintained that sewage created on-site should be dealt with on-site.

### **Summary:**

The above-mentioned property is one parcel and consists of the Collins Farm and Arrowvale Riverside Campground and Cottages. The campground is located on the portion of the property that is not in the ALR. This is a large property and there are other options for sewage disposal available to the property owners if they wish to pursue those options.

### **Background:**

There are only two pump and haul service areas within the ACRD. Both are on the West Coast; the Tourist information Center at the junction of Highway 4 and the Tofino Ucluelet Highway and Salmon Beach. The Tourist Information Centre is the responsibility of the District of Ucluelet. The 400 plus lots at Salmon Beach are part of a very old subdivision and do not have individual lot capacity for sewage disposal.

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

If a service is established, staff time is required to establish and run the service.

### **Financial:**

The cost of the service is born by the service area. In this instance, the request is to establish a service for one property. In the event that the service area cannot pay for costs incurred by the service, the entire Regional District would be responsible for the costs, such as in the event of an accident or legal proceeding.

**Policy or Legislation:**

Before a sewage collection system (pump and haul) can be constructed, the Regional District must develop and adopt both an establishing bylaw, which requires Ministerial approval, and a regulatory bylaw to regulate the service.

**Options Considered:**

- 1/ Deny the request for a pump and haul system.
- 2/ Direct staff to prepare the required establishing and regulatory bylaws.

Submitted by:



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

Reviewed by:



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For: Russell Dyson, CAO

Collins Farm / Arrowvale Riverside campground & Cottages  
5955 Hector Rd.  
Port Alberni B.C.  
V9Y 9E8

July 22, 2013

Directors,  
Alberni Clayoquat Regional District.

We are requesting the Directors consideration for a proposal to install a sewage collection tank so that Arrowvale Campground can provide sani-dump service to R.V. customers. The tank to be pumped and hauled by a commercial receiver as required.

Arrowvale Campground is situated on a portion of a 67.75 acre property at 5955 Hector Rd., known colloquially as Collins Farm. The Campground is situated on approximately 10 acres which is not in the Agricultural Land Reserve and is zoned M.A.C., (Mixed Accommodation Commercial.) Arrowvale Campground has been in continuous operation since 1992 and is one of few private campgrounds in the Alberni Valley. The business has grown steadily since its inception and has seen its clientele evolve from almost exclusively, overnight visitors travelling to the West Coast to a mix which is now comprised equally of overnight travellers and destination guests. Nearly all of our RV guests, regardless of stay duration, request sani-dump service.

Currently the only such service requires that travellers heading to the West Coast back track into the city. Someone who might be staying for a week or more must break camp and make a return trip into the city. This is frustrating for many of our guests and is often the cause of shortened stays.

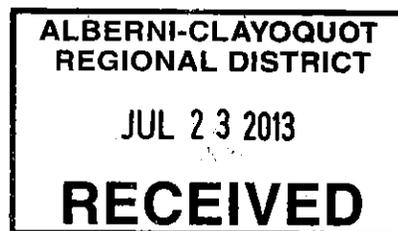
The sani dump facility at Sproat Lake Provincial Park was closed many years ago and though we were told initially that it would re-open; the passing decades seem to indicate that its resurrection is unlikely.

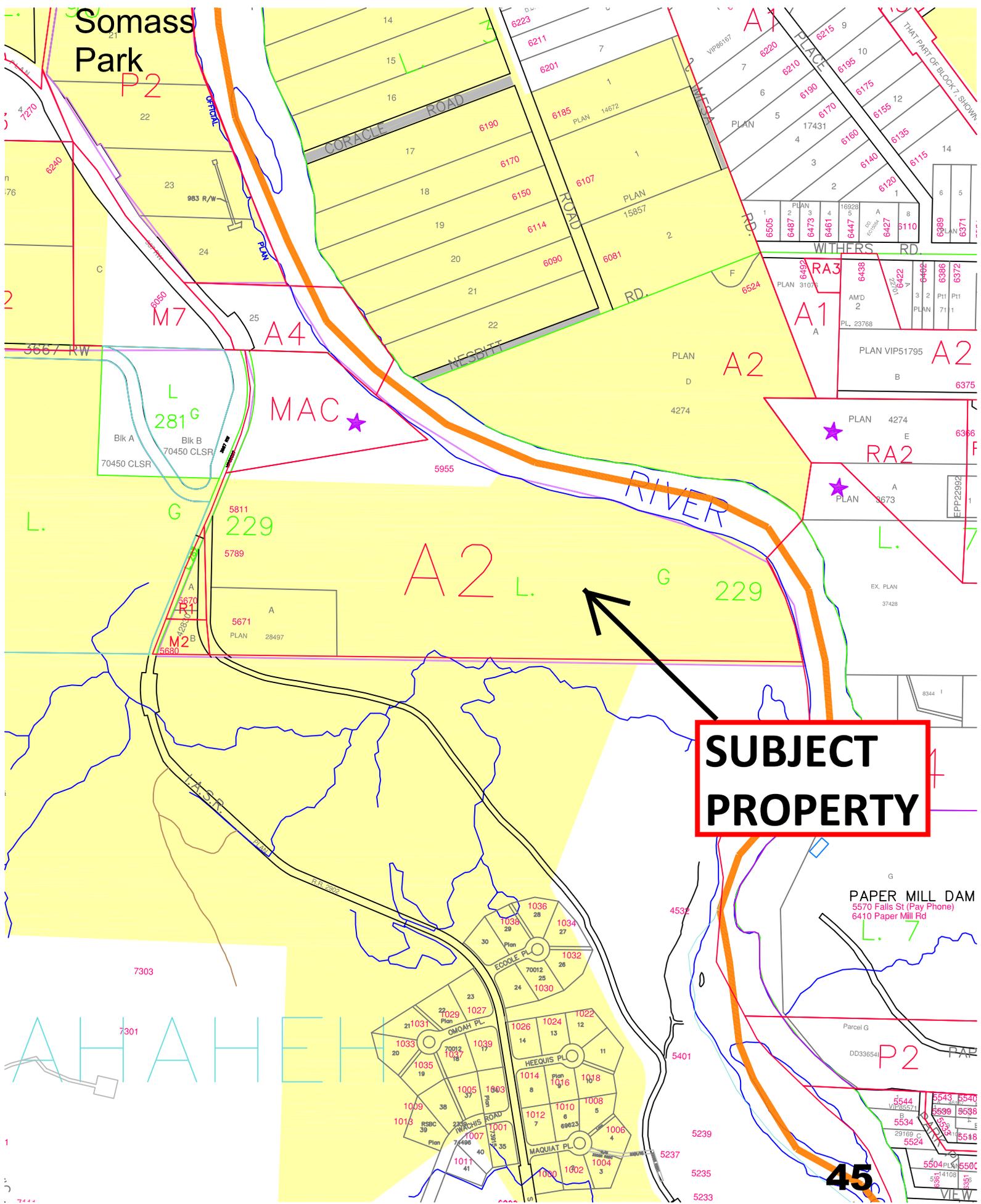
We would like to improve the experience of our RV guests with onsite sani dump service. Travelling guests could use the facility when they are leaving and we could provide a collection cart for longer staying guests. Guests we have questioned have indicated a willingness to pay for this service and we propose to operate the facility on a cost recovery basis. We believe that this proposal will enhance the RVing experience of the growing number of Alberni Valley and West Coast visitors and respectfully request your consideration. Please contact us if you require further explanation or details.

Yours truly,

  
Ann Collins.

  
Bob Collins.

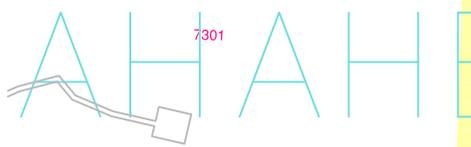




**SUBJECT  
PROPERTY**

**PAPER MILL DAM**  
5570 Falls St (Pay Phone)  
6410 Paper Mill Rd

**45**



1

7444



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

**TO:** Board of Directors  
**FROM:** Andrew McGifford, Assistant Accountant  
**DATE:** October 3, 2013  
**RE:** Finance Warrant No.533

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**Recommendation:**

That the Board of Directors approves Finance Warrant Number 533 in the amount of \$637,908.88 dated September 30, 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: Andrew McGifford, Assistant Accountant

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



**AP5100** **Page : 1**  
**Date :** Oct 03, 2013 **Time :** 2:31 pm  
**Bank :** 1 To 3  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0019</b>	<b>0946982 BC LTD (DBA - ACE FLAGGING)</b>					
34551	11-Sep-2013	Issued	202	C		774.90
102-1737	01-4-2500-000	PAYABLES - TRADE		283.50		
Invoice Description --> BCWS - DRINKWATER ROAD SERICE UPGRADE						
102-1722	01-4-2500-000	PAYABLES - TRADE		491.40		
Invoice Description --> BCWS - FLAGGING GORDON AVE						
<b>Total :</b>				774.90	0.00	774.90
<b>Supplier Total :</b>				774.90	0.00	774.90
<b>0021</b>	<b>ALBERNI DISTRICT CO-OP ASSOCIATION</b>					
34552	11-Sep-2013	Issued	202	C		1375.18
SLVFDAUG/13	01-4-2500-000	PAYABLES - TRADE		245.33		
Invoice Description --> SLVFD - AUGUST 2013 FUEL COSTS						
BCWSAUG/13	01-4-2500-000	PAYABLES - TRADE		561.63		
Invoice Description --> BCWS - AUGUST 2013 FUEL COSTS						
ACRDAUG/13	01-4-2500-000	PAYABLES - TRADE		568.22		
Invoice Description --> ACRD -AUGUST 2013 FUEL COSTS						
<b>Total :</b>				1375.18	0.00	1375.18
<b>Supplier Total :</b>				1375.18	0.00	1375.18
34600	27-Sep-2013	Issued	209	C		443.28
BCVFD - AUG/13	01-4-2500-000	PAYABLES - TRADE		443.28		
Invoice Description --> BCVFD AUGUST FUEL COSTS						
<b>Total :</b>				443.28	0.00	443.28
<b>Supplier Total :</b>				443.28	0.00	443.28
<b>0030</b>	<b>ACKLANDS-GRAINGER INC.</b>					
34553	11-Sep-2013	Issued	202	C		389.16
4354 0512296	01-4-2500-000	PAYABLES - TRADE		123.46		
Invoice Description --> SLVFD - EQUIPMENT - KIT LENS FRAME						
4354 0512621	01-4-2500-000	PAYABLES - TRADE		265.70		
Invoice Description --> LBA - TERMINAL BUILDING SUPPLIES						
<b>Total :</b>				389.16	0.00	389.16
<b>Supplier Total :</b>				389.16	0.00	389.16
34601	27-Sep-2013	Issued	209	C		135.21
4354 0511800	01-4-2500-000	PAYABLES - TRADE		54.21		
Invoice Description --> SLVFD - REHAB SUPPLIES						
4354 0511832	01-4-2500-000	PAYABLES - TRADE		81.00		
Invoice Description --> SLVFD - SAFETY EQUIPMENT \$59.01, EQUIPMENT MAINTENANCE \$17						
<b>Total :</b>				135.21	0.00	135.21
<b>Supplier Total :</b>				135.21	0.00	135.21
<b>0032</b>	<b>ALBERNI LANDSCAPING</b>					
00024-0001	13-Sep-2013	Issued	201	T		346.50
5520	01-4-2500-000	PAYABLES - TRADE		346.50		

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



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

**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> AVRA - SPRAYING WEEDS AROUND SHRUBS AND FUEL TANKS, TRIMMING SHRUBS								
<b>Total :</b>						346.50	0.00	346.50
<b>Supplier Total :</b>						346.50	0.00	346.50
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<b>0056</b>	<b>AIRGAS CANADA INC.</b>							
34602	27-Sep-2013		Issued	209	C	14.17		
162641	01-4-2500-000	PAYABLES - TRADE				14.17		
Invoice Description --> BCVFD - GAS SUPPLIES								
<b>Total :</b>						14.17	0.00	14.17
<b>Supplier Total :</b>						14.17	0.00	14.17
-----								
<b>0060</b>	<b>ALBERNI COMMUNICATIONS &amp; ELECTRONICS</b>							
34603	27-Sep-2013		Issued	209	C	6762.51		
14965	01-4-2500-000	PAYABLES - TRADE				22.35		
Invoice Description --> SLVFD - PAGER - MINITOR BATTERY								
14954	01-4-2500-000	PAYABLES - TRADE				38.08		
Invoice Description --> SLVFD - RADIO REPROGRAMMING								
15097	01-4-2500-000	PAYABLES - TRADE				49.28		
Invoice Description --> BCVFD - RADIO INSPECTION AFTER POSSIBLE WATER DAMAGE								
14946	01-4-2500-000	PAYABLES - TRADE				3326.40		
Invoice Description --> SLVFD - 6 NEW PAGERS								
15065	01-4-2500-000	PAYABLES - TRADE				3326.40		
Invoice Description --> BCVFD - 6 NEW PAGERS								
<b>Total :</b>						6762.51	0.00	6762.51
<b>Supplier Total :</b>						6762.51	0.00	6762.51
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<b>0076</b>	<b>666082 BC LTD (ALBERNI VALLEY BULLDOGS)</b>							
34554	11-Sep-2013		Issued	202	C	1000.00		
1680	01-4-2500-000	PAYABLES - TRADE				1000.00		
Invoice Description --> AVLF - EDUCATION PROGRAM - PART PAYMENT FOR WORK COMPLETED								
<b>Total :</b>						1000.00	0.00	1000.00
<b>Supplier Total :</b>						1000.00	0.00	1000.00
-----								
<b>0091</b>	<b>ALBERTA FIRE CHIEFS ASSOCIATION</b>							
34555	11-Sep-2013		Issued	202	C	205.15		
S013-636	01-4-2500-000	PAYABLES - TRADE				205.15		
Invoice Description --> BCVFD - TRAINING MATERIALS								
<b>Total :</b>						205.15	0.00	205.15
<b>Supplier Total :</b>						205.15	0.00	205.15
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## Cheque Register - Detail - Supp.



AP5100

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Supplier : 0006 To T9193  
 Trans. Date : 01-Sep-2013 To 30-Sep-2013  
 Cheque Date : 01-Jan-2013 To 30-Sep-2013  
 Cheque No. : All  
 Batch No. : All

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
34556	11-Sep-2013	Issued	202	C		19838.53	
22295	01-4-2500-000	PAYABLES - TRADE			19838.53		
Invoice Description --> ACRD OFFICE WINDOW REPLACEMENT							
<b>Total :</b>					19838.53	0.00	19838.53
<b>Supplier Total :</b>					19838.53	0.00	19838.53

**0170 AINES & TYLER ELECTRIC**

34557	11-Sep-2013	Issued	202	C		8070.56	
13-000513	01-4-2500-000	PAYABLES - TRADE			149.13		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES - PHOTO COPIER IN BASEM							
13-000512	01-4-2500-000	PAYABLES - TRADE			274.96		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES - LAMINATOR DOWN STAIR							
13-000547	01-4-2500-000	PAYABLES - TRADE			280.51		
Invoice Description --> AVRA - RELAMPED FIXTURES AND BALLASTS							
13-000519	01-4-2500-000	PAYABLES - TRADE			905.88		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES							
13-000518	01-4-2500-000	PAYABLES - TRADE			928.41		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES							
13-000546	01-4-2500-000	PAYABLES - TRADE			1017.54		
Invoice Description --> ACRD OFFICE REPAIR WOMEN'S WASHROM AND OFFICE REBALLAST AND LAMPS							
13-000545	01-4-2500-000	PAYABLES - TRADE			2047.73		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES							
13-000511	01-4-2500-000	PAYABLES - TRADE			2466.40		
Invoice Description --> ACRD OFFICE RENOVATIONS - RECONFIGURATION OF OFFICES - NEW COPIER ROOM							
<b>Total :</b>					8070.56	0.00	8070.56
34604	27-Sep-2013	Issued	209	C		1671.73	
13-000561	01-4-2500-000	PAYABLES - TRADE			1671.73		
Invoice Description --> ACRD OFFICE - HVAC BOARD ROOM SEPERATION INSTALLED (ELECTRICAL) - CAPITAL							
<b>Total :</b>					1671.73	0.00	1671.73
<b>Supplier Total :</b>					9742.29	0.00	9742.29

**0270 ANDREW SHERET LTD.**

00024-0002	13-Sep-2013	Issued	201	T		1141.76	
DISCOUNTAUG13	01-4-2500-000	PAYABLES - TRADE			-22.24		
Invoice Description --> BCWS - DISCOUNT FOR EARLY PAYMENT							
03-048135	01-4-2500-000	PAYABLES - TRADE			170.68		
Invoice Description --> BCWS - DRINKWATER ROAD SYSTEM UPGRADE - CAPITAL							
03-047350	01-4-2500-000	PAYABLES - TRADE			238.03		
Invoice Description --> BCWS - METER PROJECT							
03-047352	01-4-2500-000	PAYABLES - TRADE			361.71		
Invoice Description --> BCWS - METER PROJECT							
03-047803	01-4-2500-000	PAYABLES - TRADE			393.58		
Invoice Description --> BCWS - GORDON RD WATER BREAK							
<b>Total :</b>					1141.76	0.00	1141.76

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



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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
<b>0394 ASSOCIATED FIRE SAFETY EQUIPMENT</b>							
34605	27-Sep-2013		Issued	209	C	210.25	
11419	01-4-2500-000	PAYABLES - TRADE			210.25		
Invoice Description -->		BCVFD EQUIPMENT - FIREFIGHTER RUBBER BOOTS					
<b>Total :</b>					210.25	0.00	210.25
<b>Supplier Total :</b>					210.25	0.00	210.25
<b>0459 ALBERNI CLAYOQUOT REGIONAL HOSPITAL DISTRICT</b>							
34558	11-Sep-2013		Issued	202	C	1721.00	
SEP4/13	01-4-2500-000	PAYABLES - TRADE			1721.00		
Invoice Description -->		YG HOSPITAL DISTRICT TAX REQUISITION					
<b>Total :</b>					1721.00	0.00	1721.00
<b>Supplier Total :</b>					1721.00	0.00	1721.00
<b>0474 BANTON, LUCAS</b>							
34542	09-Sep-2013		Issued	194	C	1500.00	
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE			1500.00		
Invoice Description -->		2013 UBCM ADVANCE					
<b>Total :</b>					1500.00	0.00	1500.00
<b>Supplier Total :</b>					1500.00	0.00	1500.00
<b>0508 BAMFIELD BUILDERS SUPPLY</b>							
34559	11-Sep-2013		Issued	202	C	10.49	
165545	01-4-2500-000	PAYABLES - TRADE			10.49		
Invoice Description -->		BWS - SYSTEM SUPPLIES					
<b>Total :</b>					10.49	0.00	10.49
<b>Supplier Total :</b>					10.49	0.00	10.49
<b>0530 BEST WESTERN BARCLAY HOTEL</b>							
34606	27-Sep-2013		Issued	209	C	91.72	
2013008445	01-4-2500-000	PAYABLES - TRADE			91.72		
Invoice Description -->		COMMITTEE MTG FOOD - FIREFIGHTERS - SEPTEMBER 12, 2013					
<b>Total :</b>					91.72	0.00	91.72
<b>Supplier Total :</b>					91.72	0.00	91.72
<b>0556 BARKLEY SOUND MANAGEMENT</b>							
00024-0003	13-Sep-2013		Issued	201	T	12344.52	
2013-09	01-4-2500-000	PAYABLES - TRADE			5950.02		



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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	SB MGMT CONTRACT AUGUST 15 TO SEPTEMBER 15, 2013					
495476	01-4-2500-000	PAYABLES - TRADE		6394.50		
Invoice Description -->	SB - PUMP AND HAUL & GROUNDS MAINTENANCE					
<b>Total :</b>				12344.52	0.00	12344.52
<b>Supplier Total :</b>				12344.52	0.00	12344.52

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0660</b>	<b>BC HYDRO</b>					
34607	27-Sep-2013		Issued	209	C	9027.61
400002134409	01-4-2500-000	PAYABLES - TRADE		345.00		
Invoice Description -->	SLVFD - LAKESHORE ROAD FIRE HALL HYDRO					
104006892724	01-4-2500-000	PAYABLES - TRADE		372.42		
Invoice Description -->	SLVFD - HAROLD BISHOP FIRE HALL					
400002151516	01-4-2500-000	PAYABLES - TRADE		8310.19		
Invoice Description -->	HYDRO - ACRD CONSOLIDATED					
<b>Total :</b>				9027.61	0.00	9027.61
<b>Supplier Total :</b>				9027.61	0.00	9027.61

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0700</b>	<b>BC TRANSIT</b>					
34560	11-Sep-2013		Issued	202	C	12207.00
713602	01-4-2500-000	PAYABLES - TRADE		12207.00		
Invoice Description -->	JULY 2013 CUSTOM TRANSIT					
<b>Total :</b>				12207.00	0.00	12207.00
<b>Supplier Total :</b>				12207.00	0.00	12207.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0740</b>	<b>BEAVER CREEK HOME CENTER</b>					
34561	11-Sep-2013		Issued	202	C	29.30
531407	01-4-2500-000	PAYABLES - TRADE		29.30		
Invoice Description -->	SLVFD - BUILDING MAINTENANCE SUPPLIES					
<b>Total :</b>				29.30	0.00	29.30
<b>Supplier Total :</b>				29.30	0.00	29.30

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0745</b>	<b>BEAVER CREEK MARKET</b>					
34608	27-Sep-2013		Issued	209	C	16.00
6380	01-4-2500-000	PAYABLES - TRADE		16.00		
Invoice Description -->	BCWS - OFFICE REPAIRS - TOILET TANK FILL VALUE					
<b>Total :</b>				16.00	0.00	16.00
<b>Supplier Total :</b>				16.00	0.00	16.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0771</b>	<b>BENNETT, TONY</b>					
34543	09-Sep-2013		Issued	194	C	1200.00
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE		1200.00		

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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**Cheque No. :** All  
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Supplier	Supplier Name							
Chq/Ref #	Cheque Date		Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description						
Invoice Description --> 2013 UBCM ADVANCE								
<b>Total :</b>						1200.00	0.00	1200.00
<b>Supplier Total :</b>						1200.00	0.00	1200.00
-----								
<b>0785</b>	<b>BERKS INTERTRUCK LTD.</b>							
34609	27-Sep-2013		Issued	209	C		2293.16	
132974	01-4-2500-000	PAYABLES - TRADE				67.38		
Invoice Description --> BCVFD - TRUCK #52 - THROTTLE CONTROL REPAIR								
24081	01-4-2500-000	PAYABLES - TRADE				760.95		
Invoice Description --> BCWS - 1972 JOHN DEERE LOADER REPAIRS - BLOWN HYDRAULIC LINE								
23955	01-4-2500-000	PAYABLES - TRADE				1464.83		
Invoice Description --> BCWS - 1972 JOHN DEERE LOADER REPAIRS - RUSTED APART STEERING LINKAGE								
<b>Total :</b>						2293.16	0.00	2293.16
<b>Supplier Total :</b>						2293.16	0.00	2293.16
-----								
<b>0791</b>	<b>BERRY &amp; VALE CONTRACTING LTD</b>							
00024-0004	13-Sep-2013		Issued	201	T		106885.57	
1181	01-4-2500-000	PAYABLES - TRADE				1648.50		
Invoice Description --> AVLF - ASBESTOS HANDLING FROM ADSS								
1182	01-4-2500-000	PAYABLES - TRADE				3822.00		
Invoice Description --> AVLF - AUGUST 2013 ADDITIONAL SPOTTER - 3 DAYS PER WEEK								
1175	01-4-2500-000	PAYABLES - TRADE				34405.35		
Invoice Description --> WCLF CONTRACTOR AND FREON REMOVAL \$84								
1174	01-4-2500-000	PAYABLES - TRADE				67009.72		
Invoice Description --> AVLF AUGUST CONTRACTOR, FREON REMOVAL \$324, PUMP REPAIR \$1,657.26								
<b>Total :</b>						106885.57	0.00	106885.57
<b>Supplier Total :</b>						106885.57	0.00	106885.57
-----								
<b>0900</b>	<b>TRACY BOND (PETTY CASH)</b>							
34544	09-Sep-2013		Issued	194	C		177.90	
PCSEPT9/13	01-4-2500-000	PAYABLES - TRADE				177.90		
Invoice Description --> ACRD OFFICE \$137.44, BCWS \$36.20								
<b>Total :</b>						177.90	0.00	177.90
<b>Supplier Total :</b>						177.90	0.00	177.90
-----								
<b>0940</b>	<b>DUVALL, EDITH</b>							
00023-0001	11-Sep-2013		Issued	193	T		1750.00	
BRA125660493	01-4-2500-000	PAYABLES - TRADE				1750.00		
Invoice Description --> JANITORIAL EXP								
<b>Total :</b>						1750.00	0.00	1750.00

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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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>				1750.00	0.00		1750.00
<b>0950</b>	<b>BRETT, KENNETH</b>						
00024-0005	13-Sep-2013	Issued	201	T			1000.00
BRE160609	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
<b>0998</b>	<b>BC LIFE AND CASUALTY COMPANY</b>						
34610	27-Sep-2013	Issued	209	C			2065.82
BCLOCT13	01-4-2500-000	PAYABLES - TRADE		2065.82			
Invoice Description -->		GROUP INSURANCE OCTOBER 2013					
<b>Total :</b>				2065.82	0.00		2065.82
<b>Supplier Total :</b>				2065.82	0.00		2065.82
<b>1035</b>	<b>BUTLER, LES</b>						
00024-0006	13-Sep-2013	Issued	201	T			2782.50
2013-08	01-4-2500-000	PAYABLES - TRADE		2782.50			
Invoice Description -->		BWS - AUGUST 2013 CONTRACTOR					
<b>Total :</b>				2782.50	0.00		2782.50
<b>Supplier Total :</b>				2782.50	0.00		2782.50
<b>1058</b>	<b>C. BOWNE ENTERPRISES</b>						
34611	27-Sep-2013	Issued	209	C			119.22
8428	01-4-2500-000	PAYABLES - TRADE		55.55			
Invoice Description -->		ACRD OFFICE - JANITORIAL SUPPLIES					
8426	01-4-2500-000	PAYABLES - TRADE		63.67			
Invoice Description -->		SLCP - COUGAR SMITH PARKS SUPPLIES					
<b>Total :</b>				119.22	0.00		119.22
<b>Supplier Total :</b>				119.22	0.00		119.22
<b>1270</b>	<b>CDW CANADA INC</b>						
34612	27-Sep-2013	Issued	209	C			3288.58
FS13500	01-4-2500-000	PAYABLES - TRADE		17.61			
Invoice Description -->		ACRD COMPUITER - APPLE USB POWER ADAPTER					
FN98313	01-4-2500-000	PAYABLES - TRADE		20.34			
Invoice Description -->		ACRD COMPUTER EXPENSE - IPAD ACCESSORIES					
FP03628	01-4-2500-000	PAYABLES - TRADE		106.79			
Invoice Description -->		ACRD COMPUTER EXPENSE - IPAD ACCESSORIES					
FS19424	01-4-2500-000	PAYABLES - TRADE		168.59			
Invoice Description -->		ACRD COMPUTER - IPAD CHARGERDOCK \$9.69, ACRD TONER \$140.84					

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**Supplier :** 0006 To T9193  
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
FS18134	01-4-2500-000	PAYABLES - TRADE		432.32		
Invoice Description --> ACRD COMPUTER - 300GB SAS DRIVE						
FW37433	01-4-2500-000	PAYABLES - TRADE		1238.90		
Invoice Description --> ACRD COMPUTER - MAIL SERVER UPGRADE						
FS18721	01-4-2500-000	PAYABLES - TRADE		1304.03		
Invoice Description --> EMPLOYEE COMPUTER PURCHASE PLAN - SAUVE						
<b>Total :</b>				3288.58	0.00	3288.58
<b>Supplier Total :</b>				3288.58	0.00	3288.58

<b>1342 CITY OF PORT ALBERNI</b>						
34562	11-Sep-2013	Issued	202	C		17161.37
FRR2013FIRE	01-4-2500-000	PAYABLES - TRADE		7064.04		
Invoice Description --> FRANKLIN RIVER ROAD FIRE PROTECTION - SEPTEMBER 1, 2013 TO AUGUST 31, 2014						
SEP9/13	01-4-2500-000	PAYABLES - TRADE		10097.33		
Invoice Description --> EMERGENCY PLANNING COORDINATOR - 3RD QUARTER 2013						
<b>Total :</b>				17161.37	0.00	17161.37
<b>Supplier Total :</b>				17161.37	0.00	17161.37
<b>134613 27-Sep-2013 Issued 209 C 230.72</b>						
SEPT10/13	01-4-2500-000	PAYABLES - TRADE		230.72		
Invoice Description --> ACRD OFFICE - WATER & SEWER CHARGES MAY TO AUGUST 2013						
<b>Total :</b>				230.72	0.00	230.72
<b>Supplier Total :</b>				17392.09	0.00	17392.09

<b>1360 CLOCK TOWER GALLERY</b>						
34563	11-Sep-2013	Issued	202	C		168.03
PHOTO	01-4-2500-000	PAYABLES - TRADE		168.03		
Invoice Description --> FRAMING OF DIRECTORS PHOTO						
<b>Total :</b>				168.03	0.00	168.03
<b>Supplier Total :</b>				168.03	0.00	168.03

<b>1378 CIT</b>						
34564	11-Sep-2013	Issued	202	C		245.28
OCT2013LEASE	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>1410 COASTAL BRIDGE &amp; CONSTRUCTION</b>						
34565	11-Sep-2013	Issued	202	C		2362.50
13-285	01-4-2500-000	PAYABLES - TRADE		2362.50		
Invoice Description --> REGIONAL PARKS - CHINA CREEK BRIDGE BUILD AND INSTALL SIGN						

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
<b>Total :</b>					2362.50	0.00	2362.50
<b>Supplier Total :</b>					2362.50	0.00	2362.50
-----							
<b>1434</b>	<b>COLUMBIA ICE</b>						
34566	11-Sep-2013	Issued	202	C			62.10
051115	01-4-2500-000	PAYABLES - TRADE			23.55		
Invoice Description --> OFFICE SUPPLIES							
046265	01-4-2500-000	PAYABLES - TRADE			38.55		
Invoice Description --> OFFICE SUPPLIES							
<b>Total :</b>					62.10	0.00	62.10
<b>Supplier Total :</b>					62.10	0.00	62.10
-----							
<b>1440</b>	<b>COMOX FIREFIGHTERS ASSOCIATION</b>						
34614	27-Sep-2013	Issued	209	C			1485.00
FIRE ATTACK 12131	01-4-2500-000	PAYABLES - TRADE			1485.00		
Invoice Description --> BCVFD - LIVE FIRE TRAINING - 3 MEMBERS							
<b>Total :</b>					1485.00	0.00	1485.00
<b>Supplier Total :</b>					1485.00	0.00	1485.00
-----							
<b>1565</b>	<b>COTE, PENNY</b>						
34545	09-Sep-2013	Issued	194	C			1800.00
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE			1800.00		
Invoice Description --> 2013 UBCM ADVANCE							
<b>Total :</b>					1800.00	0.00	1800.00
<b>Supplier Total :</b>					1800.00	0.00	1800.00
-----							
<b>1650</b>	<b>CUPE - LOCAL 118</b>						
34615	27-Sep-2013	Issued	209	C			1517.10
DUESAUG13	01-4-2500-000	PAYABLES - TRADE			1517.10		
Invoice Description --> AUGUST 2013 UNION DUES							
<b>Total :</b>					1517.10	0.00	1517.10
<b>Supplier Total :</b>					1517.10	0.00	1517.10
-----							
<b>1661</b>	<b>DAGERT, TANIS</b>						
34567	11-Sep-2013	Issued	202	C			9717.75
113	01-4-2500-000	PAYABLES - TRADE			9717.75		
Invoice Description --> HEALTH NETWORK COORDINATOR - JULY ^ AUG 2013 CONTRACT - PLUS EXPENSES \$551.05							
<b>Total :</b>					9717.75	0.00	9717.75

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Supplier	Supplier Name		Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description			Debit	Credit
<b>Supplier Total :</b>						
					9717.75	0.00
						9717.75
-----						
<b>1675</b>	<b>DAVID STALKER EXCAVATING LTD.</b>					
34568	11-Sep-2013		Issued	202	C	117891.44
PPC#1 - 8672	01-4-2500-000	PAYABLES - TRADE			117891.44	
Invoice Description -->		BCWS - STRICK ROAD WATERMAIN - GAS TAX INITIATIVE - PPC #1				
<b>Total :</b>					117891.44	0.00
<b>Supplier Total :</b>					117891.44	0.00
						117891.44
-----						
<b>1828</b>	<b>DYSON, RUSSELL</b>					
34546	09-Sep-2013		Issued	194	C	800.00
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE			800.00	
Invoice Description -->		2013UBCM ADVANCE				
<b>Total :</b>					800.00	0.00
<b>Supplier Total :</b>					800.00	0.00
						800.00
-----						
<b>1845</b>	<b>DUMAS FREIGHT CO.</b>					
34569	11-Sep-2013		Issued	202	C	840.00
23932	01-4-2500-000	PAYABLES - TRADE			840.00	
Invoice Description -->		SL PARKS - SHIPPING FOR RAMP				
<b>Total :</b>					840.00	0.00
<b>Supplier Total :</b>					840.00	0.00
						840.00
-----						
<b>1847</b>	<b>DUPERE, JOHANNE</b>					
34570	11-Sep-2013		Issued	202	C	200.00
DUP160610	01-4-2500-000	PAYABLES - TRADE			200.00	
Invoice Description -->		SPROAT PARKS CARETAKER				
<b>Total :</b>					200.00	0.00
<b>Supplier Total :</b>					200.00	0.00
						200.00
-----						
<b>1939</b>	<b>EMPIRE GUTTER COMPANY</b>					
34616	27-Sep-2013		Issued	209	C	157.50
0980	01-4-2500-000	PAYABLES - TRADE			157.50	
Invoice Description -->		SALMON BEACH - SECURITY - ADMIN BUILDING REPAIR				
<b>Total :</b>					157.50	0.00
<b>Supplier Total :</b>					157.50	0.00
						157.50
-----						
<b>1970</b>	<b>EQUIFAX CANADA INC.</b>					
34617	27-Sep-2013		Issued	209	C	10.50
8024393	01-4-2500-000	PAYABLES - TRADE			10.50	

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> AVLF - CREDIT CHECK FEES						
<b>Total :</b>				10.50	0.00	10.50
<b>Supplier Total :</b>				10.50	0.00	10.50

2005	GAIGA, MARCO					
34618	27-Sep-2013		Issued	209	C	
SLVFD1	01-4-2500-000	PAYABLES - TRADE			550.00	
Invoice Description --> SLVFD - FABRICATE AND INSTALL BURN RACK - CAPITAL						
<b>Total :</b>				550.00	0.00	550.00
<b>Supplier Total :</b>				550.00	0.00	550.00

2010	OUGHTRED COFFEE & TEA LTD.					
34619	27-Sep-2013		Issued	209	C	
INV99785	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>				100.27	0.00	100.27

2067	FORTISBC					
34620	27-Sep-2013		Issued	209	C	
AUG22/13	01-4-2500-000	PAYABLES - TRADE			9.79	
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						
<b>Total :</b>				9.79	0.00	9.79
<b>Supplier Total :</b>				9.79	0.00	9.79

2119	GEALL, ERIC					
34547	09-Sep-2013		Issued	194	C	
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE			1500.00	
Invoice Description --> 2013 UBCM ADVANCE						
<b>Total :</b>				1500.00	0.00	1500.00
<b>Supplier Total :</b>				1500.00	0.00	1500.00

2127	GLACIER MEDIA GROUP					
34571	11-Sep-2013		Issued	202	C	
GCCL00004170	01-4-2500-000	PAYABLES - TRADE			164.98	
Invoice Description --> AVRA - ADVERTISING LEASE LOTS						
					173.54	
Invoice Description --> AV EMERG PLANNING - ADVERTISING FOR PLAN UPDATE						
					443.44	
Invoice Description --> BCWS - ADVERTISING BC RD WATERMAIN REPLACEMENT TENDER						

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				781.96	0.00	781.96
<b>Supplier Total :</b>				781.96	0.00	781.96

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2233</b>	<b>GFOA PAYROLL c/o CIVICINFO BC</b>					
34621	27-Sep-2013		Issued	209	C	336.00
PAYROLL COURSE	01-4-2500-000	PAYABLES - TRADE			336.00	
Invoice Description --> PAYROLL COURSE - OCTOBER 24/13 - MCGIFFORD						
<b>Total :</b>				336.00	0.00	336.00
<b>Supplier Total :</b>				336.00	0.00	336.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2240</b>	<b>GIBSON BROTHERS CONTRACTING LTD.</b>					
34622	27-Sep-2013		Issued	209	C	420.00
11979	01-4-2500-000	PAYABLES - TRADE			420.00	
Invoice Description --> LBA - ROAD GRADING						
<b>Total :</b>				420.00	0.00	420.00
<b>Supplier Total :</b>				420.00	0.00	420.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2253</b>	<b>IRIDIA MEDICAL</b>					
34623	27-Sep-2013		Issued	209	C	210.00
13-1239	01-4-2500-000	PAYABLES - TRADE			105.00	
Invoice Description --> BCFVD - ANNUAL AED MEDICAL DIRECTION FEE FOR AED PROGRAM						
13-1315	01-4-2500-000	PAYABLES - TRADE			105.00	
Invoice Description --> SLVFD - ANNUAL AED MEDICAL DIRECTION FEE FOR AED PROGRAM						
<b>Total :</b>				210.00	0.00	210.00
<b>Supplier Total :</b>				210.00	0.00	210.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2300</b>	<b>GRAND &amp; TOY</b>					
34572	11-Sep-2013		Issued	202	C	126.37
F123255	01-4-2500-000	PAYABLES - TRADE			126.37	
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				126.37	0.00	126.37
34624	27-Sep-2013		Issued	209	C	488.87
F187488	01-4-2500-000	PAYABLES - TRADE			7.00	
Invoice Description --> ACRD OFFICE SUPPLIES						
F180972	01-4-2500-000	PAYABLES - TRADE			98.06	
Invoice Description --> ACRD OFFICE SUPPLIES						
F166392	01-4-2500-000	PAYABLES - TRADE			383.81	
Invoice Description --> LBA - TONER FOR OFFICE PRINTER						
<b>Total :</b>				488.87	0.00	488.87



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**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description		Debit	Credit		
<b>2320 THE GRAPHICS FACTORY</b>							
34625	27-Sep-2013	Issued	209	C		645.12	
21230	01-4-2500-000	PAYABLES - TRADE		77.28			
Invoice Description --> BUSINESS CARDS - DUNN							
21226	01-4-2500-000	PAYABLES - TRADE		567.84			
Invoice Description --> SLCP - COUGAR SMITH PARK SIGNS							
<b>Total :</b>						645.12	0.00
<b>Supplier Total :</b>						645.12	0.00
<b>2350 GREENMAX RESOURCES</b>							
34626	27-Sep-2013	Issued	209	C		2355.15	
2013-ACRD01	01-4-2500-000	PAYABLES - TRADE		2355.15			
Invoice Description --> AVRA - NEW AIRPORT ROAD							
<b>Total :</b>						2355.15	0.00
<b>Supplier Total :</b>						2355.15	0.00
<b>2390 HARBOUR VIEW COLLISION LTD</b>							
34627	27-Sep-2013	Issued	209	C		501.44	
31071	01-4-2500-000	PAYABLES - TRADE		501.44			
Invoice Description --> 2007 JEEP - REAR WINDOW REPAIR							
<b>Total :</b>						501.44	0.00
<b>Supplier Total :</b>						501.44	0.00
<b>2465 HETHERINGTON INDUSTRIES LTD</b>							
34573	11-Sep-2013	Issued	202	C		72.45	
E-31469	01-4-2500-000	PAYABLES - TRADE		-35.70			
Invoice Description --> AVLF WASTE OIL REBATE							
E-31918	01-4-2500-000	PAYABLES - TRADE		-7.35			
Invoice Description --> AVLF WASTE OIL REBATE							
9216	01-4-2500-000	PAYABLES - TRADE		115.50			
Invoice Description --> SL PARKS AUGUST TOILET RENTAL							
<b>Total :</b>						72.45	0.00
<b>Supplier Total :</b>						72.45	0.00
<b>2485 HOLDER, DAN</b>							
34574	11-Sep-2013	Issued	202	C		1055.80	
SEP9/13	01-4-2500-000	PAYABLES - TRADE		1055.80			
Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - AUGUST 2013 & EXPENSES							
<b>Total :</b>						1055.80	0.00



Supplier : 0006 To T9193  
 Trans. Date : 01-Sep-2013 To 30-Sep-2013  
 Cheque Date : 01-Jan-2013 To 30-Sep-2013  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Supplier Total :</b>				1055.80	0.00	1055.80
-----						
<b>2491</b>	<b>HOLLAND KATHLEEN (PETTY CASH)</b>					
00024-0007	13-Sep-2013		Issued	201	T	238.24
AUG31/13	01-4-2500-000	PAYABLES - TRADE			238.24	
Invoice Description -->		SALMON BEACH SEWAGE				
<b>Total :</b>				238.24	0.00	238.24
<b>Supplier Total :</b>				238.24	0.00	238.24
-----						
<b>2499</b>	<b>HOMETOWN AUTOMOTIVE LTD.</b>					
34575	11-Sep-2013		Issued	202	C	301.44
3508	01-4-2500-000	PAYABLES - TRADE			64.86	
Invoice Description -->		2011 FORD RANGER VEHICLE REPAIR				
3509	01-4-2500-000	PAYABLES - TRADE			69.97	
Invoice Description -->		YARIS VEHICLE REPAIR				
3505	01-4-2500-000	PAYABLES - TRADE			166.61	
Invoice Description -->		BUILDING INSPECTION - JEEP LIBERTY REPAIR				
<b>Total :</b>				301.44	0.00	301.44
<b>Supplier Total :</b>				301.44	0.00	301.44
-----						
<b>2560</b>	<b>HOULE PRINTING</b>					
34576	11-Sep-2013		Issued	202	C	3066.56
12143	01-4-2500-000	PAYABLES - TRADE			3066.56	
Invoice Description -->		AV EMERG PLANNING - TSUNAMI BROCHURES				
<b>Total :</b>				3066.56	0.00	3066.56
<b>Supplier Total :</b>				3066.56	0.00	3066.56
-----						
<b>2580</b>	<b>HUB FIRE ENGINES &amp; EQUIPMENT LTD.</b>					
34577	11-Sep-2013		Issued	202	C	157.62
IN00027568	01-4-2500-000	PAYABLES - TRADE			157.62	
Invoice Description -->		SLVFD TRUCK MAINTENANCE				
<b>Total :</b>				157.62	0.00	157.62
<b>Supplier Total :</b>				157.62	0.00	157.62
-----						
<b>2649</b>	<b>THE INK SPOT</b>					
34628	27-Sep-2013		Issued	209	C	190.39
12-12183	01-4-2500-000	PAYABLES - TRADE			190.39	
Invoice Description -->		PLANNING - PLOTTER TONER				
<b>Total :</b>				190.39	0.00	190.39

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**Supplier :** 0006 To T9193  
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**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
<b>Supplier Total :</b>					
				190.39	0.00
					190.39
-----					
<b>2732</b>	<b>SOUTHWEST BINDINGS</b>				
34578	11-Sep-2013		Issued	202	C
591334	01-4-2500-000	PAYABLES - TRADE			344.79
Invoice Description -->		LAMINATING SUPPLIES			
<b>Total :</b>				344.79	0.00
<b>Supplier Total :</b>				344.79	0.00
					344.79
-----					
<b>2758</b>	<b>ISLAND SCALES LTD</b>				
34629	27-Sep-2013		Issued	209	C
5221	01-4-2500-000	PAYABLES - TRADE			590.32
Invoice Description -->		AVLF - SCALE REPAIR			
<b>Total :</b>				590.32	0.00
<b>Supplier Total :</b>				590.32	0.00
					590.32
-----					
<b>2778</b>	<b>ISLAND TRACTOR &amp; SUPPLY LTD.</b>				
34579	11-Sep-2013		Issued	202	C
4648S	01-4-2500-000	PAYABLES - TRADE			2678.91
Invoice Description -->		LBA - TRANSPORT (\$1600) AND REPAIR OF TRACTOR			
<b>Total :</b>				2678.91	0.00
<b>Supplier Total :</b>				2678.91	0.00
					2678.91
-----					
<b>2787</b>	<b>JACKSON, ROBERT</b>				
34580	11-Sep-2013		Issued	202	C
CSPNOV1260613	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
<b>Supplier Total :</b>				60.00	0.00
					60.00
-----					
<b>2799</b>	<b>JACK, JOHN A</b>				
34548	09-Sep-2013		Issued	194	C
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE			1500.00
Invoice Description -->		2013 UBCM ADVANCE			
<b>Total :</b>				1500.00	0.00
<b>Supplier Total :</b>				1500.00	0.00
					1500.00
-----					
<b>2845</b>	<b>J. ROBBINS CONSTRUCTION</b>				
34581	11-Sep-2013		Issued	202	C
PC#2 - 2752	01-4-2500-000	PAYABLES - TRADE			73529.56

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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**Batch No. :** All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> BCVFD - FIREHALL SEISMIC UPGRADE - CAPITAL - PAYMENT CERTIFICATE #2								
<b>Total :</b>						73529.56	0.00	73529.56
34630	27-Sep-2013		Issued	209	C	2421.30		
502	01-4-2500-000	PAYABLES - TRADE				2421.30		
Invoice Description --> BCVFD - FIREHALL SEISMIC UPGRADE - CAPITAL - ADDITIONAL WORK BEYOND UPGRADE								
<b>Total :</b>						2421.30	0.00	2421.30
<b>Supplier Total :</b>						75950.86	0.00	75950.86
-----								
<b>2854</b>	<b>KAMMA &amp; BLAKE INDUSTRIES</b>							
34582	11-Sep-2013		Issued	202	C	1002.40		
214	01-4-2500-000	PAYABLES - TRADE				1002.40		
Invoice Description --> REG PARKS - CHINA CREEK BRIDGE - CAPITAL								
<b>Total :</b>						1002.40	0.00	1002.40
34631	27-Sep-2013		Issued	209	C	99.40		
227	01-4-2500-000	PAYABLES - TRADE				99.40		
Invoice Description --> SLVFD - REPAIR & MAINTENANCE - PORTABLE EQUIPMENT								
<b>Total :</b>						99.40	0.00	99.40
<b>Supplier Total :</b>						1101.80	0.00	1101.80
-----								
<b>2866</b>	<b>KLITSA DOORS (2012) LTD.</b>							
34632	27-Sep-2013		Issued	209	C	1515.64		
467	01-4-2500-000	PAYABLES - TRADE				1515.64		
Invoice Description --> BCVFD - FIREHALL SEISMIC UPGRADE - CAPITAL								
<b>Total :</b>						1515.64	0.00	1515.64
<b>Supplier Total :</b>						1515.64	0.00	1515.64
-----								
<b>2877</b>	<b>KOERS &amp; ASSOCIATES ENGINEERING LTD.</b>							
00024-0008	13-Sep-2013		Issued	201	T	2354.94		
0933-019	01-4-2500-000	PAYABLES - TRADE				315.32		
Invoice Description --> BCWS - NORTH RESERVOIR WATERMAIN REPLACEMENT								
0933-018	01-4-2500-000	PAYABLES - TRADE				2039.62		
Invoice Description --> BCWS - NORTH RESERVOIR WATERMAIN REPLACEMENT								
<b>Total :</b>						2354.94	0.00	2354.94
<b>Supplier Total :</b>						2354.94	0.00	2354.94
-----								
<b>2880</b>	<b>KOKURA, MIKE</b>							
34549	09-Sep-2013		Issued	194	C	900.00		
UBCMADV2013	01-4-2500-000	PAYABLES - TRADE				900.00		
Invoice Description --> 2013 UBCM ADVANCE								

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				900.00	0.00	900.00
<b>Supplier Total :</b>				900.00	0.00	900.00

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

34633	27-Sep-2013		Issued	209	C	24.20	
DVD12008	01-4-2500-000	PAYABLES - TRADE			24.20		
Invoice Description --> DEVELOPMENT VARIANCE DVD12008 - 9644 LAKESHORE ROAD							
<b>Total :</b>					24.20	0.00	24.20
<b>Supplier Total :</b>					24.20	0.00	24.20

**3025 LADY ROSE MARINE SERVICES**

34583	11-Sep-2013		Issued	202	C	3552.81	
2010-12395	01-4-2500-000	PAYABLES - TRADE			25.20		
Invoice Description --> BWS - SYSTEM SUPPLIES TRANSPORT							
2010-12274	01-4-2500-000	PAYABLES - TRADE			178.11		
Invoice Description --> BWS - SYSTEM SUPPLIES TRANSPORT							
2010-12286	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12341	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12426	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12465	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12498	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12535	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12566	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12604	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12640	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12680	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-12742	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
<b>Total :</b>					3552.81	0.00	3552.81
<b>Supplier Total :</b>					3552.81	0.00	3552.81

**3205 MAGIC MOMENTS**

34584	11-Sep-2013		Issued	202	C	44.80
13-00280	01-4-2500-000	PAYABLES - TRADE			44.80	

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Supplier :** 0006 To T9193  
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Invoice Description --> RECOGNITION PLAQUES FOR TEENAGE HEROES							
<b>Total :</b>					44.80	0.00	44.80
34634	27-Sep-2013	Issued	209	C			40.32
13-00355	01-4-2500-000	PAYABLES - TRADE			40.32		
Invoice Description --> ACRD OFFICE - RECONCILIATION WALK BUTTONS							
<b>Total :</b>					40.32	0.00	40.32
<b>Supplier Total :</b>					85.12	0.00	85.12
-----							
<b>3270</b>	<b>MCCOY LAKE EXCAVATING LTD</b>						
34585	11-Sep-2013	Issued	202	C			1006.37
2951	01-4-2500-000	PAYABLES - TRADE			1006.37		
Invoice Description --> BCWS - GORDON RD REPAIR							
<b>Total :</b>					1006.37	0.00	1006.37
<b>Supplier Total :</b>					1006.37	0.00	1006.37
-----							
<b>3340</b>	<b>MINISTER OF FINANCE</b>						
34586	11-Sep-2013	Issued	202	C			1799.50
MSPSEP13	01-4-2500-000	PAYABLES - TRADE			1799.50		
Invoice Description --> MSP PREMIUMS FOR SEPTEMBER 2013							
<b>Total :</b>					1799.50	0.00	1799.50
<b>Supplier Total :</b>					1799.50	0.00	1799.50
-----							
<b>3370</b>	<b>MINISTER OF FINANCE</b>						
34635	27-Sep-2013	Issued	209	C			262.50
BWS -TEN	01-4-2500-000	PAYABLES - TRADE			262.50		
Invoice Description --> BWS - FEE FOR LAND USE/SUPPLY DRINKING WATER							
<b>Total :</b>					262.50	0.00	262.50
<b>Supplier Total :</b>					262.50	0.00	262.50
-----							
<b>3371</b>	<b>MINISTER OF FINANCE-QUEENS PRINTER</b>						
34587	11-Sep-2013	Issued	202	C			57.90
32477408	01-4-2500-000	PAYABLES - TRADE			57.90		
Invoice Description --> SD 70 BY-ELECTION RESULTS IN PROVINCIAL GAZETTE							
<b>Total :</b>					57.90	0.00	57.90
<b>Supplier Total :</b>					57.90	0.00	57.90
-----							
<b>3490</b>	<b>MUNICIPAL PENSION PLAN</b>						
EFT-18	03-Sep-2013	Issued	215	E			8006.53
AUG18/13 - SUPER	01-4-2500-000	PAYABLES - TRADE			8006.53		
Invoice Description --> PP ENDING AUGUST 18 - SUPERANNUATION							

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
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**Batch No. :** All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
<b>Total :</b>					8006.53	0.00	8006.53
EFT-19	16-Sep-2013	Issued	215	E			7971.42
SEPT1/13 - SUPER	01-4-2500-000	PAYABLES - TRADE			7971.42		
Invoice Description -->		PP ENDING SEPTEMBER 1 - SUPERANNUATION					
<b>Total :</b>					7971.42	0.00	7971.42
EFT-20	27-Sep-2013	Issued	215	E			7769.42
SEPT15/13 - SUPEF	01-4-2500-000	PAYABLES - TRADE			7769.42		
Invoice Description -->		PP ENDING SEPTEMBER 15 - SUPERANNUATION					
<b>Total :</b>					7769.42	0.00	7769.42
<b>Supplier Total :</b>					23747.37	0.00	23747.37

**3500 MUNICIPAL FINANCE AUTHORITY OF BC**

EFT-16	25-Sep-2013	Issued	215	E			12851.90
64-2/2013	01-4-2500-000	PAYABLES - TRADE			12851.90		
Invoice Description -->		DEBENTURE DEBT					
<b>Total :</b>					12851.90	0.00	12851.90
EFT-17	04-Sep-2013	Issued	215	E			8.96
08/2013TEMP	01-4-2500-000	PAYABLES - TRADE			8.96		
Invoice Description -->		TEMPORARY BORROWING INTEREST					
<b>Total :</b>					8.96	0.00	8.96
<b>Supplier Total :</b>					12860.86	0.00	12860.86

**3505 MFA LEASING**

AUTO60611	28-Sep-2013	Issued	200	E			2553.97
BAMFIRE60611	01-4-2500-000	PAYABLES - TRADE			2553.97		
Invoice Description -->		BAMFIELD FIRE HALL LEASE PAYMENT					
<b>Total :</b>					2553.97	0.00	2553.97
AUTO60612	28-Sep-2013	Issued	200	E			1654.31
LBATRACT60612	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

**3651 NORTH ISLAND LABORATORIES**

34588	11-Sep-2013	Issued	202	C			3408.83
87717	01-4-2500-000	PAYABLES - TRADE			42.00		
Invoice Description -->		SL COUGAR SMITH PARK WATER TESTING					
87562	01-4-2500-000	PAYABLES - TRADE			105.00		
Invoice Description -->		SALMON BEACH - WATER TESTING					
87775	01-4-2500-000	PAYABLES - TRADE			277.20		

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Invoice Description --> BWS WATER MONITORING							
87743	01-4-2500-000	PAYABLES - TRADE			2984.63		
Invoice Description --> WCLF WATER MONITORING							
<b>Total :</b>					3408.83	0.00	3408.83
<b>Supplier Total :</b>					3408.83	0.00	3408.83
-----							
<b>3792</b>	<b>PACIFIC BLUE CROSS</b>						
34636	27-Sep-2013	Issued	209	C			4123.09
PBCOCT13	01-4-2500-000	PAYABLES - TRADE			4123.09		
Invoice Description --> OCTOBER 2013 PREMIUMS							
<b>Total :</b>					4123.09	0.00	4123.09
<b>Supplier Total :</b>					4123.09	0.00	4123.09
-----							
<b>4010</b>	<b>PETRO CANADA</b>						
34589	11-Sep-2013	Issued	202	C			92.19
PCAUG28/13	01-4-2500-000	PAYABLES - TRADE			92.19		
Invoice Description --> FUEL RD VEHICLES							
<b>Total :</b>					92.19	0.00	92.19
<b>Supplier Total :</b>					92.19	0.00	92.19
-----							
<b>4180</b>	<b>PUROLATOR COURIER SERVICE</b>						
34590	11-Sep-2013	Issued	202	C			34.13
421335729	01-4-2500-000	PAYABLES - TRADE			34.13		
Invoice Description --> BCWS - SHIPPING WATER SYSTEM SUPPLIES							
<b>Total :</b>					34.13	0.00	34.13
<b>34637</b>	<b>27-Sep-2013</b>	<b>Issued</b>	<b>209</b>	<b>C</b>			<b>66.40</b>
421478915	01-4-2500-000	PAYABLES - TRADE			29.89		
Invoice Description --> AVLF - POSTAGE FOR BID PACKAGE - CAPITAL							
421404246	01-4-2500-000	PAYABLES - TRADE			36.51		
Invoice Description --> BCWS - FREIGHT ON WATER SYSTEM SUPPLIES							
<b>Total :</b>					66.40	0.00	66.40
<b>Supplier Total :</b>					100.53	0.00	100.53
-----							
<b>4187</b>	<b>QUALITY FOODS-PORT ALBERNI</b>						
34638	27-Sep-2013	Issued	209	C			31.32
67 1017381	01-4-2500-000	PAYABLES - TRADE			31.32		
Invoice Description --> OFFICE SUPPLIES							
<b>Total :</b>					31.32	0.00	31.32
<b>Supplier Total :</b>					31.32	0.00	31.32

**ALBERNI-CLAYOQUET REGIONAL DISTRICT**  
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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-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>4220</b>	<b>RAYNER &amp; BRACHT LTD</b>						
34591	11-Sep-2013		Issued	202	C	3483.20	
2013173	01-4-2500-000	PAYABLES - TRADE			3483.20		
Invoice Description -->		BAMFIELD BIN CHARGES					
<b>Total :</b>					3483.20	0.00	3483.20
<b>Supplier Total :</b>					3483.20	0.00	3483.20
<b>4280</b>	<b>RECEIVER GENERAL FOR CANADA</b>						
34550	09-Sep-2013		Issued	194	C	15024.22	
PD7A - AUG18/13 DI	01-4-2500-000	PAYABLES - TRADE			427.01		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING AUGUST 18, 2013 - DIRECTORS					
PD7A - AUG18/13	01-4-2500-000	PAYABLES - TRADE			14597.21		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING AUGUST 4, 2013					
<b>Total :</b>					15024.22	0.00	15024.22
<b>Supplier Total :</b>					15024.22	0.00	15024.22
34592	11-Sep-2013		Issued	202	C	28661.27	
PD7A - SEPT 1/13 D	01-4-2500-000	PAYABLES - TRADE			19.80		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 1, 2013 - DIRECTORS					
PD7A - SEPT15/13 I	01-4-2500-000	PAYABLES - TRADE			797.00		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 15, 2013 - DIRECTORS					
PD7A - SEPT15/13	01-4-2500-000	PAYABLES - TRADE			13168.80		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 15, 2013					
PD7A - SEPT1/13	01-4-2500-000	PAYABLES - TRADE			14675.67		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL ENDING SEPTEMBER 1, 2013					
<b>Total :</b>					28661.27	0.00	28661.27
<b>Supplier Total :</b>					43685.49	0.00	43685.49
<b>4281</b>	<b>RECEIVER GENERAL FOR CANADA</b>						
34639	27-Sep-2013		Issued	209	C	50.00	
BVFD-REGFIREBO/	01-4-2500-000	PAYABLES - TRADE			50.00		
Invoice Description -->		BVFD - BOAT REGISTRATION					
<b>Total :</b>					50.00	0.00	50.00
<b>Supplier Total :</b>					50.00	0.00	50.00
<b>4306</b>	<b>REDCAN GOURMET</b>						
34593	11-Sep-2013		Issued	202	C	444.94	
363	01-4-2500-000	PAYABLES - TRADE			444.94		
Invoice Description -->		AVHN - MEAL EXPENSE FOR MEETING ON WEST COAST					
<b>Total :</b>					444.94	0.00	444.94
<b>Supplier Total :</b>					444.94	0.00	444.94
<b>4491</b>	<b>ROMPRE, SUZANNE</b>						

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-2013  
**Cheque Date :** 01-Jan-2013 To 30-Sep-2013  
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**Batch No. :** All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
00024-0009	13-Sep-2013	Issued	201	T		700.00
AUG1-31/13	01-4-2500-000	PAYABLES - TRADE		700.00		
Invoice Description --> AUGUST 2013 BAMFIELD TRANSFER STATION CONTRACTOR						
<b>Total :</b>				700.00	0.00	700.00
<b>Supplier Total :</b>				700.00	0.00	700.00

4510	RBC ROYAL BANK VISA					
34640	27-Sep-2013	Issued	209	C	861.33	
AUG26/13	01-4-2500-000	PAYABLES - TRADE		861.33		
Invoice Description --> BCVFD - EQUIP \$182.69, TRAIN \$293.81, PHONE \$130, AWARDS \$ 200, COMP \$56, MAINT \$3.2						
<b>Total :</b>				861.33	0.00	861.33
<b>Supplier Total :</b>				861.33	0.00	861.33

4610	SIGNWORKS					
34641	27-Sep-2013	Issued	209	C	67.20	
5061	01-4-2500-000	PAYABLES - TRADE		67.20		
Invoice Description --> SLVFD - 5 DOUBLE SIDED VELCRO NAME TAGS						
<b>Total :</b>				67.20	0.00	67.20
<b>Supplier Total :</b>				67.20	0.00	67.20

4645	SHAW CABLE					
34642	27-Sep-2013	Issued	209	C	672.62	
09-SEP-13	01-4-2500-000	PAYABLES - TRADE		672.62		
Invoice Description --> ACCT# 012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE - SEPTEMBER 2013						
<b>Total :</b>				672.62	0.00	672.62
<b>Supplier Total :</b>				672.62	0.00	672.62

4723	SMITTY'S					
34643	27-Sep-2013	Issued	209	C	140.09	
944059	01-4-2500-000	PAYABLES - TRADE		140.09		
Invoice Description --> FIRE CHEIFS BREAKFAST - COMM MTGS						
<b>Total :</b>				140.09	0.00	140.09
<b>Supplier Total :</b>				140.09	0.00	140.09

4728	SONBIRD REFUSE & RECYCLING LTD.					
00024-0010	13-Sep-2013	Issued	201	T	18917.30	
16726	01-4-2500-000	PAYABLES - TRADE		18917.30		
Invoice Description --> AUGUST WC GARBAGE & RECYCLING						
<b>Total :</b>				18917.30	0.00	18917.30



Supplier : 0006 To T9193  
 Trans. Date : 01-Sep-2013 To 30-Sep-2013  
 Cheque Date : 01-Jan-2013 To 30-Sep-2013  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				18917.30	0.00	18917.30

<b>4785 STEWART MCDANNOLD STUART</b>							
34644	27-Sep-2013		Issued	209	C	16465.41	
64987	01-4-2500-000	PAYABLES - TRADE			57.18		
	Invoice Description -->	LEGAL FEES					
64989	01-4-2500-000	PAYABLES - TRADE			69.76		
	Invoice Description -->	LEGAL FEES					
64988	01-4-2500-000	PAYABLES - TRADE			81.29		
	Invoice Description -->	LEGAL FEES					
64736	01-4-2500-000	PAYABLES - TRADE			82.88		
	Invoice Description -->	LEGAL FEES					
64739	01-4-2500-000	PAYABLES - TRADE			86.81		
	Invoice Description -->	LEGAL FEES					
64737	01-4-2500-000	PAYABLES - TRADE			345.90		
	Invoice Description -->	LEGAL FEES					
64740	01-4-2500-000	PAYABLES - TRADE			460.36		
	Invoice Description -->	LEGAL FEES					
64986	01-4-2500-000	PAYABLES - TRADE			605.37		
	Invoice Description -->	LEGAL FEES					
64990	01-4-2500-000	PAYABLES - TRADE			622.51		
	Invoice Description -->	LEGAL FEES					
64735	01-4-2500-000	PAYABLES - TRADE			1162.31		
	Invoice Description -->	LEGAL FEES					
64738	01-4-2500-000	PAYABLES - TRADE			12891.04		
	Invoice Description -->	LEGAL FEES					
<b>Total :</b>					16465.41	0.00	16465.41
<b>Supplier Total :</b>					16465.41	0.00	16465.41

<b>4878 SUMMIT VALVE AND CONTROLS INC. (BC)</b>							
34594	11-Sep-2013		Issued	202	C	563.36	
30130836	01-4-2500-000	PAYABLES - TRADE			173.60		
	Invoice Description -->	BCWS - PUMPHOUSE MAINTENANCE SUPPLIES					
30130814	01-4-2500-000	PAYABLES - TRADE			389.76		
	Invoice Description -->	BCWS - PUMPHOUSE MAINTENANCE SUPPLIES					
<b>Total :</b>					563.36	0.00	563.36
<b>Supplier Total :</b>					563.36	0.00	563.36

<b>4885 SUN COAST WASTE SERVICES</b>							
00024-0011	13-Sep-2013		Issued	201	T	24456.86	
107158	01-4-2500-000	PAYABLES - TRADE			24456.86		
	Invoice Description -->	AUGUST AV RECYCLING CONTRACT					
<b>Total :</b>					24456.86	0.00	24456.86

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 Batch No. : All

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 Status : All  
 Medium :  
 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>Supplier Total :</b>							24456.86	0.00	24456.86
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<b>4955</b>	<b>TAB - CANADA</b>								
34595	11-Sep-2013	Issued	202	C			3902.98		
11198122	01-4-2500-000	PAYABLES - TRADE		3902.98					
Invoice Description -->		SOFTWARE SUPPORT - SEPT 1, 2013 TO AUG 31, 2014							
<b>Total :</b>							3902.98	0.00	3902.98
<b>Supplier Total :</b>							3902.98	0.00	3902.98
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<b>4983</b>	<b>TELUS MOBILITY (BC)</b>								
34645	27-Sep-2013	Issued	209	C			2003.94		
SLVFD - AUG05/13	01-4-2500-000	PAYABLES - TRADE		166.94					
Invoice Description -->		SLVFD - CELLPHONE							
02032243151	01-4-2500-000	PAYABLES - TRADE		906.54					
Invoice Description -->		ACRD CELLPHONES							
020322435152	01-4-2500-000	PAYABLES - TRADE		930.46					
Invoice Description -->		ACRD CELLPHONES							
<b>Total :</b>							2003.94	0.00	2003.94
<b>Supplier Total :</b>							2003.94	0.00	2003.94
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<b>4984</b>	<b>TELUS</b>								
34646	27-Sep-2013	Issued	209	C			3479.69		
SEP12/13	01-4-2500-000	PAYABLES - TRADE		324.45					
Invoice Description -->		SLVFD - TELEPHONES & FAXS							
SEP7/13	01-4-2500-000	PAYABLES - TRADE		3155.24					
Invoice Description -->		ACRD CONSOLIDATED							
<b>Total :</b>							3479.69	0.00	3479.69
<b>Supplier Total :</b>							3479.69	0.00	3479.69
-----									
<b>5001</b>	<b>TIGERTEL COMMUNICATIONS INC.</b>								
34596	11-Sep-2013	Issued	202	C			111.06		
130821539101	01-4-2500-000	PAYABLES - TRADE		111.06					
Invoice Description -->		SLMP - CALL IN SERVICE AUGUST 2013							
<b>Total :</b>							111.06	0.00	111.06
<b>Supplier Total :</b>							111.06	0.00	111.06
-----									
<b>5020</b>	<b>TOFINO AIRLINES LTD</b>								
34647	27-Sep-2013	Issued	209	C			347.81		
178	01-4-2500-000	PAYABLES - TRADE		347.81					
Invoice Description -->		LBA - AUGUST 2013 DAILY AIRPORT SAFETY CHECKS (HALF MONTH)							
<b>Total :</b>							347.81	0.00	347.81

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**Supplier :** 0006 To T9193  
**Trans. Date :** 01-Sep-2013 To 30-Sep-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>Supplier Total :</b>						347.81	0.00	347.81
<hr/>								
<b>5069</b>	<b>TOTAL DELIVERY SYSTEMS</b>							
00024-0012	13-Sep-2013		Issued	201	T	151.66		
155663	01-4-2500-000	PAYABLES - TRADE			17.93			
Invoice Description --> POSTAGE GENERAL GOVERNMENT								
156315	01-4-2500-000	PAYABLES - TRADE			133.73			
Invoice Description --> WATER MONITORING FREIGHT - BWS \$41.46, WCLF \$49.35, SB WATER \$36.56								
<b>Total :</b>						151.66	0.00	151.66
<b>Supplier Total :</b>						151.66	0.00	151.66
<hr/>								
<b>5114</b>	<b>TRINEX INTERNET SOLUTIONS INC</b>							
34597	11-Sep-2013		Issued	202	C	420.00		
6353	01-4-2500-000	PAYABLES - TRADE			420.00			
Invoice Description --> SEPTEMBER 2013 WEBSITE MAINTENANCE								
<b>Total :</b>						420.00	0.00	420.00
<b>Supplier Total :</b>						420.00	0.00	420.00
<hr/>								
<b>5131</b>	<b>TSESHAHT MARKET</b>							
34648	27-Sep-2013		Issued	209	C	625.55		
SLVFD-AUG/13	01-4-2500-000	PAYABLES - TRADE			625.55			
Invoice Description --> SLVFD - AUGUST 2013 FUEL COSTS								
<b>Total :</b>						625.55	0.00	625.55
<b>Supplier Total :</b>						625.55	0.00	625.55
<hr/>								
<b>5186</b>	<b>UCLUELET RENT-IT CENTER</b>							
34598	11-Sep-2013		Issued	202	C	1449.00		
16508	01-4-2500-000	PAYABLES - TRADE			1449.00			
Invoice Description --> SALMON BEACH - AUGUST 2013 GARBAGE BIN RENTAL AND DELIVERY TO LANDFILL FOR TI								
<b>Total :</b>						1449.00	0.00	1449.00
<b>Supplier Total :</b>						1449.00	0.00	1449.00
<hr/>								
<b>5195</b>	<b>UNISERVE COMMUNICATIONS CORPORATION</b>							
34599	11-Sep-2013		Issued	202	C	39.09		
000502023-0828201	01-4-2500-000	PAYABLES - TRADE			39.09			
Invoice Description --> SEPTEMBER 2013 WCLF & BWS INTERNET SERVICE								
<b>Total :</b>						39.09	0.00	39.09
<b>Supplier Total :</b>						39.09	0.00	39.09
<hr/>								
<b>5405</b>	<b>TD VISA (SLVFD)</b>							

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**Supplier :** 0006 To T9193  
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
34649	27-Sep-2013	Issued	209	C		896.30
AUG6/13	01-4-2500-000	PAYABLES - TRADE		896.30		
Invoice Description --> SLVFD - TRAVEL & CELLPHONE						
<b>Total :</b>				896.30	0.00	896.30
<b>Supplier Total :</b>				896.30	0.00	896.30

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5410	TD VISA					
34650	27-Sep-2013	Issued	209	C		1458.34
SEPT5/13	01-4-2500-000	PAYABLES - TRADE		1458.34		
Invoice Description --> UBCM PREPAID 2014 \$5863.20 (\$4500 DEPOSIT MADE IN AUG) LBA COMP \$55.99, ACRD COMI						
<b>Total :</b>				1458.34	0.00	1458.34
<b>Supplier Total :</b>				1458.34	0.00	1458.34

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5423	WALCO INDUSTRIES LTD.					
00024-0013	13-Sep-2013	Issued	201	T		134.40
21723	01-4-2500-000	PAYABLES - TRADE		134.40		
Invoice Description --> BCVFD HALL SEISMIC UPGRADE - SEACAN STORAGE RENTAL						
<b>Total :</b>				134.40	0.00	134.40
<b>Supplier Total :</b>				134.40	0.00	134.40

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5459	WAVELENGTH ELECTRIC LTD.					
34651	27-Sep-2013	Issued	209	C		392.44
194	01-4-2500-000	PAYABLES - TRADE		392.44		
Invoice Description --> LBA - WATER SYSTEM REPLACEMENT PARTS						
<b>Total :</b>				392.44	0.00	392.44
<b>Supplier Total :</b>				392.44	0.00	392.44

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
5543	WL SOLUTIONS LTD					
00024-0014	13-Sep-2013	Issued	201	T		984.65
2012	01-4-2500-000	PAYABLES - TRADE		984.65		
Invoice Description --> BCWS - PUMPHOUSE REPAIR - MCKENZIE ROAD						
<b>Total :</b>				984.65	0.00	984.65
<b>Supplier Total :</b>				984.65	0.00	984.65

<b>Total Computer Paid :</b>	<u>422,903.47</u>	<b>Total EFT PAP :</b>	<u>40,816.51</u>	<b>Total Paid :</b>	<u>637,908.88</u>
<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>174,188.90</u>		



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** October 9, 2013

**Subject:** Beaver Creek Water Service VIHA 4-3-2-1 Implementation Strategy

---

### Recommendation:

*That the Board of Directors of the Alberni Clayoquot Regional District direct Staff to present the Beaver Creek Water Service Vancouver Island Health Authority 4-3-2-1 Implementation Strategy to the residents of Beaver Creek for input in advance of its adoption and submission to VIHA.*

### Desired Outcome:

To adopt and submit an Implementation Strategy for the Beaver Creek Water system (BCWS) to be approved by the Vancouver Island Health Authority (VIHA) Drinking Water Officer for progression towards compliance with the Drinking Water Treatment Objectives 4-3-2-1 (Microbiological) for Surface Water Supplies in British Columbia.

### Summary:

This report is staff's recommendation and is based on plans and studies commissioned by the Beaver Creek Improvement District (BCID) and the Alberni-Clayoquot Regional District (ACRD) with the objective of meeting VIHA's requirements. The reports conclusively determine that the creation of a regional water system is the most cost effective and timely method to achieve compliance and the Board of Directors have stated this as their preferred strategy.

Since conversion in June 2012 the ACRD has implemented the following towards VIHA's objectives:

- Created a process and secured an interim agreement with the CPA to use their water supply to temporarily alleviate boil water advisories during periods of high turbidity. This worked well over the last winter as there were no boil water advisories.
- Upgraded the Strick Road water main infrastructure to provide a permanent connection to the City water supply.
- Commenced construction of the pump station at Strick Road to connect to the CPA water system which will be completed in early 2014.
- Construction of the new Kitsuksis reservoir which has significantly increased reservoir capacity.

The following is the ACRD's proposed Implementation Strategy :

1. To secure the CPA water source for the BCWS with the completion of the Strick Road pump station. The ACRD is in the process of securing an interim agreement and continues to pursue regional water supply options for the Alberni Valley.

The CPA is currently designing a UV disinfection system which includes provisions to add future filtration if required for the CPA water system, this work is expected to commence in 2014.

2. The ACRD will investigate securing a water supply from Sproat Lake including the required licenses and agreements for treatment and pumping infrastructure. Subject to acquiring a filtration waiver from VIHA. If the Sproat Lake source is unattainable, a filtration system will be added to the CPA system. The agreement is to be completed by 2018, with the design starting the same year.

### **Background:**

Prior to conversion, VIHA had placed BCID on notice to develop a plan to meet the 4-3-2-1 requirements and in May 2010 the Trustees provided VIHA with a Proposal to Comply by Connection to the City of Port Alberni. This plan was supported informally by CPA engineering staff as part of a regional water system.

The ACRD has completed various reports and studies in consideration of a regional water supply for the Alberni Valley. This would enable participating jurisdictions to collaborate on 4-3-2-1 compliance. Participants would benefit from efficiencies and a focused approach to grant applications. A regional approach has been determined to be the best approach for the Beaver Creek water system and has been pursued by the Board of Directors in the interests of all potential participants. The City has agreed to pursue a regional approach on the Sproat Lake component of water supply, but prefers to provide water from its existing infrastructure by bulk water sale. An interim agreement provides for the use of City water with a portion of the payments being allocated to a buy in for city infrastructure if regional water is realized.

It is recommended that the ACRD maintain the Stamp River water license during the interim, to maintain options if a regional water supply is not realized.

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

The Alberni Valley committee proposes that a meeting take place among water purveyors of the Alberni Valley. This meeting along with the consultation with BC residents, continued negotiations with the city and communications with the relevant regulatory agencies of the province will continue take substantial staff time. A staff report will be provided in the next three weeks outlining in more detail the tasks required in pursuing a regional water supply option.

**Financial:**

As outlined in past reports, Beaver Creek water users will face a substantial rise in costs to meet VIHA's requirements and upgrade their aging distribution infrastructure. To alleviate this, the ACRD Board has allocated \$1.55 million in Gas Tax funding to this system since conversion. Also, by creating a shared regional water supply grants are more likely obtained than for smaller, stand-alone systems.

Staff will be preparing options for new tolls and taxes for Beaver Creek in order to meet the financial commitments of future capital works.

**Policy or Legislation:**

The VIHA 4-3-2-1 standards is a requirement for surface water supplies. A realistic plan must be put in place. The ACRD has been exploring regional water supply options in the interests of all potential partners. This provides for greater efficiencies and participation of all users in its governance, as opposed to relying on contract law and its pitfalls for the supply of an essential service.

**Options Considered:**

The 2013 McElhanney assessment of Beaver Creek Water Source Options, (based on a review of all relevant reports) ranks a regional partnership as not only the best economic alternative but as the best environmental and social alternative as well. While cost uncertainties do exist, including Catalyst negotiations and future funding requirements to maintain and upgrade shared CPA infrastructure, they are relatively minor uncertainties in relation to the other options.



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



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



## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Andrew McGifford, Assistant Accountant  
**Meeting Date:** October 9, 2013  
**Subject:** 2014 Tax Exemption Bylaw

---

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw F1104 cited as "2014 Tax Exemption Bylaw".

**Desired Outcome:**

The desired outcome is to exempt the Alberni Golf Club and the Long Beach Recreation Cooperative from taxation in 2014.

**Background:**

At the September 25<sup>th</sup> Board of Directors meeting, representatives from the Alberni Golf Club and the Long Beach Recreation Cooperative made presentations to request tax exemption in 2014. A resolution was made to instruct staff to prepare a tax exemption bylaw for consideration by the Board. Bylaw F1104, 2014 Tax Exemption Bylaw is attached.

The Regional District may exempt land and improvements for an athletic or service organization that is used principally for public or recreation purposes. The Regional District has exempted the both golf clubs for the past several years. The tax exemption bylaw requires an affirmative vote of at least two-thirds of votes cast in order to be adopted.

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

Minimal.

**Financial:**

The amounts that were exempted in 2013 have been requested from the Surveyor of Taxes and will be available at the meeting.

**Policy or Legislation:**

Local Government Act Section 809 – Property Tax Exemptions.

Submitted by:   
\_\_\_\_\_  
Andrew McGifford, Assistant Accountant

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



Regional District of Alberni-Clayoquot

## Bylaw F1104

### 2014 Tax Exemption Bylaw

---

**WHEREAS** the *Local Government Act*<sup>1</sup> authorizes a Regional District Board to exempt from taxation land or improvements or both owned or held in trust by the owner for an athletic or service organization and used principally for public athletic or recreation purposes;

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

1. The following described property shall be exempt from taxation imposed under the *Local Government Act*:
  - a. Land and improvements known as the **Alberni Golf Club** as outlined on **Schedule "A"** attached to and forming part of this Bylaw and legally described as follows:

**Lot 4, District Lot 17, Alberni District, Plan 13628, and,**

**The North ½ of Lot 96, Alberni District, being part of said lot lying North of the North boundary of Plan 1804, containing 80 acres more or less, except the south four chains of the East 7.50 chains containing 3 acres more or less except part in Plan VIP71603**

**PID Numbers: 000-958-859 & 000-959-049**

- b. Land and improvements known as the **Long Beach Recreation Cooperative** as outlined on **Schedule "B"** attached to and forming part of this Bylaw and legally described as follows:

**Parts of District Lots 113, 165, 166, 167, 178, 192, 193, 194, and 195, all part of the Long Beach Airport, all of the Clayoquot Land District**

**Parts of PID Numbers: 024-158-666, 009-392-351, 024-749-435, 010-322-451, 010-157-913, 024-749-389, 024-159-034, 024-158-569, 024-749-397**

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<sup>1</sup> *Local Government Act Section 809*

2. The tax exemption established by this Bylaw shall be for the 2014 taxation year.
3. This Bylaw may be cited as **“2014 Tax Exemption Bylaw No. F1104”**.

Read a first time this        9<sup>th</sup>        day of        October        2013.

Read a second time this    9<sup>th</sup>        day of        October        2013.

Read a third time this     9<sup>th</sup>        day of        October        2013.

ADOPTED this                9<sup>th</sup>        day of        October        2013, by an  
affirmative vote of at least two-thirds the votes cast.

Certified true and correct copy of  
**“2014 Tax Exemption Bylaw No.  
F1104.”**

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

---

Chief Administrative Officer

---

Chairperson



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** October 9, 2012

**Subject:** Kitsuksis Reservoir

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### Recommendation:

***That the Board of Directors of the Alberni-Clayoquot Regional District (ACRD) authorize the continued use of the leaking concrete Kitsuksis Reservoir to alleviate potential boil water advisories until the new Strick Road Pump Station is completed as scheduled in January 2014.***

### Background

The Stamp River source for the Beaver Creek water system is prone to high turbidity levels during heavy winter rains which can create the need for boil water advisories. These were successfully eliminated last winter by using a VIHA approved fire truck connected to the City of Port Alberni (CPA) water system.

A new steel reservoir was constructed and commissioned this year to replace the old concrete reservoir which was reported to be leaking. Once the new reservoir was on line the old was isolated and a leakage test was conducted which estimates the loss to be 28,000 gallons (127.3 m<sup>3</sup>) per day.

### Summary

The old and new reservoirs are connected and designed to work in tandem and the plan was to switch to the new one as soon as it was commissioned and investigate a cost effective repair or elimination of the old. The new reservoir was designed with a capacity capable of meeting the systems needs (with a satisfactory water supply).

A structural engineer's review of the leaking reservoir estimates that it would take two to three months to acquire and apply specialty materials needed for the repair. With unseasonably heavy rains in September causing high turbidity levels and a dependence on the reservoir storage volumes it is not possible to repair the reservoir at this time. With both reservoirs on-line it provides a water supply for approximately two days average use. The ACRD has renewed VIHA approval to use the fire truck; however this method is labor intensive and can create distribution system challenges. Keeping the old reservoir on line is preferable. Once the new pump station is commissioned in the early New Year there will be no need for a secondary reservoir or fire truck. At that time the old reservoir could be taken off-line and assessed for repair.

**Financial**

The Strick Road Pump Station is scheduled to be completed in late January and based on the leakage test the estimated cost for continuing to use the old reservoir is \$31.80 per day or approximately \$5,000.



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



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



## **REQUEST FOR DECISION**

**To:** Board of Directors

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

**Meeting Date:** October 9, 2013

**Subject:** Bylaw E1052-1 Beaver Creek Volunteer Fire Protection Service Area Amendment

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**Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors give three readings to Bylaw E1052-1, cited as Beaver Creek Fire Protection Service Area Amendment, 2013.**

**Desired Outcome:**

To amend the boundaries of the Beaver Creek Volunteer Fire Department in order to provide fire protection coverage to a property in the Cherry Creek Electoral as requested by property owner.

**Background:**

The Alberni-Clayoquot Regional District received a request from Mrs. W. E. Striechsbiere to have her property legally described as Lot 12, DL 112 A/D, Plan 896 included within the Beaver Creek Fire protection service area. The Regional District received a sufficient petition for the service from the property owner as required by the *Local Government Act*.

This property borders on the boundaries of the Beaver Creek Volunteer Fire Department. The Fire Chief of the Beaver Creek Volunteer Fire Department has confirmed they can provide the fire protection services to this property.

The current participating areas in the Beaver Creek Fire Protection Service are Electoral Area "E" (Beaver Creek) and a portion of Electoral Area "B" (Beaufort). Electoral Area Director's consent is required in order to amend the boundaries of the service area.

Staff recommends the ACRD Board give three readings to Bylaw E1052-1, Beaver Creek Fire Protection Service Area Amendment, 2013. This bylaw requires the approval of the Inspector of Municipalities prior to adoption.

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

Minimal staff time required.

**Request for Decision – Bylaw E1052-1**

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**Financial:**

The costs for the provision of the service are borne by the service area participants.

**Policy or Legislation:**

Local Government Act and Community Charter apply.

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

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



Regional District of Alberni-Clayoquot

## **Bylaw E1052-1**

### **A Bylaw to Alter the Boundaries of the Beaver Creek Volunteer Fire Protection Service Area**

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**WHEREAS** the Regional District may, by bylaw, establish and operate a service under provisions of the *Local Government Act*;

**AND WHEREAS** the Regional District Board operates the Beaver Creek Volunteer Fire Department as a service as described in Bylaw E1052 cited as, “Beaver Creek Fire Protection Conversion and Establishment Bylaw, 2009”;

**AND WHEREAS** the Regional District has received a sufficient petition to extend the boundaries of the Service Area to include Lot 12, DL 112, Alberni District, Plan 896, Electoral Area “F” (Cherry Creek);

**AND WHEREAS** the Regional District Board wishes to alter the boundaries of the Beaver Creek Volunteer Fire Protection Service Area to include this property;

**AND WHEREAS** the Directors for Electoral Area “B” (Beaufort), “E” (Beaver Creek) and “F” (Cherry Creek) have consented in writing, to the adoption of this Bylaw;

**AND WHEREAS** the approval of the Inspector of Municipalities is required under the Local Government Act;

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

1. Bylaw E1052 cited as, “Beaver Creek Fire Protection Conversion and Establishment Bylaw, 2009” is hereby amended as follows:

#### **Section 2 – Boundaries**

Replace Schedule “A” with the new Schedule “A” attached to and forming part of this Bylaw.

#### **Section 3 – Participating Areas**

Be replaced with the following:







## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** October 9, 2013

**Subject:** Millstream/Ucluelet Emergency Connection and Water Infrastructure Upgrade

---

**Recommendation:**

***That the Alberni-Clayoquot Regional District Board of Directors approve the Millstream/Ucluelet Emergency Connection and Water Main Upgrade Project.***

**Summary:**

**The board of directors adopted a plan to upgrade the Regional District's water systems with the use of gas tax funds.**

A review on the Millstream water system determined a connection to a secondary supply and infrastructure upgrades were a priority. The ACRD retained McGill Engineering to design this connection and the proposed upgrades. This connection will provide an alternative source should the existing supply (shallow wells) experience issues and will facilitate emergency repairs or maintenance. Upgrades to the existing system were added to replace failing asbestos cement pipe and components.

Scheduling and approval of the project has been in coordination with the District of Ucluelet, VIHA and MOT. To facilitate supply and consumption needs it was requested that the work be scheduled in early spring next year.

**Background:**

In 1997 the South Long Beach Water Agreement was signed between the District of Ucluelet and the ACRD. In this agreement the ACRD paid \$74,860 to increase the size of the water main for a future emergency connection.

**Financial:**

The ACRD Board has allocated \$120,000 of Gas Tax Funding for this community's water system and the proposed budget, including engineering is \$180,000. To meet this, \$60,000 is required from Millstream's Capital Reserve which would leave \$25,000 remaining. To date, \$7,000 has been spent on the project.

With the new connection there is a potential savings on a budgeted reservoir cleaning. An analysis of required future improvements will be performed for the upcoming budget.

*AE Daniel*

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

*R*

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



## MEMORANDUM

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

**From:** Alex Dyer, Planner

**Date:** June 11, 2013

**Subject:** Subdivision Application SD08022 – Seeton, Taylor & Elias  
Parcel Frontage Waiver for Proposed Subdivision of LOT B, DISTRICT LOT 134,  
ALBERNI DISTRICT, PLAN 30435. (9644 Lakeshore Road)

---

### Background

The applicants are applying to subdivide property located at 9644 Lakeshore Road into two (2) lots. The property is located on Sproat Lake and is adjacent to a Return to Crown strip surrounding Shuhum Creek that dissects the property. The subdivision layout has proposed Lot 1 being accessed directly off Lakeshore Road with a panhandle access south to the lake. Lot 2 will be accessed via registered easement over an existing driveway through the neighbouring property to the west. There will be no dedicated public road access connecting proposed Lot 2 to Lakeshore Road. I have attached a copy of the site plan as Appendix A.

Proposed Lot 1 does not meet the ten percent (10%) road frontage as required by Section 944 of the *Local Government Act*. Section 944(2) of the *Act* allows a local government to exempt a parcel from the 10% road frontage requirement by Board resolution. As proposed, Lot 1 will have 8.2% of its perimeter fronting onto Lakeshore Road.

Proposed Lot 2 will not require a frontage waiver as the *LGA* only requires the road frontage requirement for parcels fronting onto a public road. Lot 2 will be accessed solely by easement.

The subdivision layout has been designed to allow access to Sproat Lake for proposed Lot 1 via a long panhandle. This will allow the applicants to continue to have legal access to the lake once the property is divided. The panhandle layout however does maximize the perimeter of the lot and results in the requirement for the frontage waiver as a condition of final approval of the subdivision.

### Recommendation

Staff recommends that the Regional Board waive the 10% road frontage requirement for Lot 1 of the proposed subdivision.

Prepared by:   
Alex Dyer, Planner

Reviewed by:   
Mike Irg, Manager of Planning and Development

Reviewed by:   
Russell Dyson, Chief Administrative Officer



148

Cr.

PLAN 1963

9715

9649

9535

**SUBJECT PROPERTY**

DD10101

9664

B

PLAN 30435

9644

**RA 1**

VIS7044

**C6**

9624

VIP829179598

1

9578

Rem. A

LAKESHORE

9752

9720

3

**H M R**

PLAN 6827

PLAN 6827

RP Lot A  
VIP80007

36162

1

42573

WINTERS RD

**RA**

1

2

PLAN 16933

9577

19

9814

**RA 1**

3

3

9261

PLAN

9576

9570

36162

**C9562**

9565



**DEVELOPMENT PERMIT APPLICATION**

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

**DATE:** October 01, 2013

**APPLICATION:** DPE13006

**APPLICANTS:** Ron & Laura Van Vliet

**LEGAL DESCRIPTION:** LOT B, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN VIP53809

**ADDRESS:** 5985 Horne Park Drive

**ELECTORAL AREA:** Area "E" (Beaver Creek)

---

**Recommendation:** That the Regional Board:

- 1) Receive the staff report; and
- 2) Issue Development Permit DPE13006.

**Applicant's Intention:** The applicants intend to build a single family dwelling on the subject property. The house will be partially located within the 20 metre above sea level tsunami inundation zone. The minimum elevation of the habitable basement floor is 18.41 metres above sea level.

**Zoning:** The property is zoned Acreage Residential (RA1) District. The RA1 District permits one single family dwelling, home occupations and accessory buildings and uses. The applicants have applied for a building permit to build a single family dwelling with a footprint of 3,164 square feet. The house as proposed complies with the requirements of the ACRD Zoning Bylaw.

**Official Community Plan:** The Beaver Creek OCP designates "Development Permit Area II – Protection from Natural Hazards" in accordance with the *Local Government Act* for areas that may be subject to natural hazards including areas within the tsunami hazard zone and steep slopes with an incline of 30 percent or more.

The tsunami hazard area is defined as "the area between the high tide line and a

**DPE13006**

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". The tsunami hazard area mapping in the OCP matches the 20 metres geodetic above sea level inundation zone identified in local hazard mapping.

Prior to any development or alteration of land within DPA II, a Qualified Environmental Professional should be retained to prepare a report identifying any hazards relating to tsunami inundation that may affect the safe development of the land. The conclusion of the report should certify that the land is safe for the use intended, which in this case would be the construction of a single family dwelling.

**Comments:** The applicants have retained Lewkowich Engineering Associates (LEA) to prepare a geotechnical assessment identifying any hazards relating to tsunami inundation on the property impacting the proposed single family dwelling (attached to Development Permit DPE13006 as Appendix A).

The report concluded that in the event of a maximum design tsunami, a portion of the property would be temporarily inundated with water including the residence's lower floor being 1.59 metres below the 20 metre elevation. It is expected however that the floodwater near the maximum extent of the inundation area would not produce substantial flows and that the sloping nature of the site would facilitate the drainage of the property. LEA does not see the need to require that the basement be built up above flood level. LEA recommends that a notice be placed on the property title identifying future or potential property owners that the residence's basement is below the 20 metre tsunami elevation. The report concludes that it is LEA's opinion that the property is safe and suitable for the proposed development.

Planning staff is supportive of this application and feels that the report submitted by Lewkowich Engineering Associates satisfies the requirements of "Development Permit Area II – Protection from Natural Hazards".

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

Reviewed by:   
\_\_\_\_\_  
Mike Irg, Manager of Planning & Development

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

**DPE13006**



**DEVELOPMENT PERMIT NO. DPE13006**

The Board of Directors of the Regional District of Alberni-Clayoquot, in accordance with Section 920 of the *Local Government Act*, at a regular meeting held on xxxxxx has authorized this Development Permit in respect of the lands described hereunder.

A Development Permit is hereby issued to:

**Name:** Ron & Laura Van Vliet  
**Address:** 5985 Horne Park Drive

With respect to:

**Legal Description:** LOT B, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN VIP53809  
**PID:** 017-691-125

1. This Permit is issued for lands designated under Section 919.1 of the *Local Government Act* and in the Beaver Creek Official Community Plan Bylaw No. P1291, in order to regulate development and building within lands designated for the protection of development from hazardous conditions;
2. This Permit is issued as satisfying the requirements of Section 15.5 "DPA II – Protection from Natural Hazards", Development Permit Guidelines Section 15.5 i) through xv) of the Beaver Creek Official Community Plan;
3. Site and Building specifics;
  - i) The Lewkowich Engineering Associates report dated September 30, 2013, attached as Appendix A and forming part of this permit, certifies that the land is safe and suitable for the proposed construction of the single family dwelling identified on the Acres & Pollock BCLS building location survey dated September 19, 2013, attached as Appendix B and forming part of this permit. Any future construction proposed within the boundaries of DPA II in addition to the single family dwelling will require the issuance of another development permit.
4. It is the owner's responsibility to ensure that a building permit is applied for and in place prior to commencing construction.
5. All drawings may be adjusted by twenty percent (20%) upwards or downwards, inwards or outwards from any dimensions or lines contained in the Development Permit drawings provided that such adjustment does not conflict with Zoning Bylaw, and any other competent bylaw, administered by the Regional District.

This Permit is valid for two (2) years from the date of execution.

Executed this XX day of XXXX, 2013

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

**DPE13006**



**GEOTECHNICAL REPORT**

Ron Van Vliet  
5546 Woodland Crescent W,  
Port Alberni, BC  
V9Y 8E6

File: F1078.02  
September 30, 2013

ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

OCT 01 2013

**RECEIVED**

ATTENTION: Mr. Van Vliet

PROJECT: 5985 HORNE PARK DRIVE, PORT ALBERNI, BC

SUBJECT: GEOTECHNICAL SITE OBSERVATIONS;  
DEVELOPMENT PERMIT AREA II REVIEW - TSUNAMI HAZARD

Dear Mr. Van Vliet:

**1. Introduction:**

As requested, Lewkowich Engineering Associates Ltd. (LEA) carried out a site visit September 18, 2013 at the above noted project and reviewed the proposed residence's location. The purpose of the visit was to assess tsunami hazard conditions. This letter outlines our conclusions regarding tsunami issues.

**2. Site Conditions**

The subject property is located on the south side of Horne Park Drive at Grandview Road, in Alberni-Clayoquot Regional District (A-CRD). The City of Port Alberni boundary abuts the subject property on the south side. The lot can be described as being approximately level with the grade of Horne Park Drive, with a gentle upward slope from the southwest to the northeast. The property is partially located within the tsunami zone outlined by A-CRD in the Revised Beaver Creek Official Community Plan adopted April 10, 2013 (BCOCP). The entire parcel is therefore considered to be in a Development Permit Area II defined in the BCOCP as parcels that are or may be subject to natural hazards.

**3. Discussion and Recommendation:**

- a. A survey Site Plan by Acres and Pollock Land Surveyors, dated September 19, 2013 shows the proposed minimum elevation of any habitable or useable floor area at 18.41m above Geodetic (sea level). The Alberni Canal Tsunami Level has been estimated by the Province

Client: Ron Van Vliet  
Project: 5985 Horne Park Drive, Port Alberni, BC  
File: F1078.02  
Date: September 30, 2013  
Page: 2 of 3



of British Columbia to be elevation 20m Geodetic. This would place the basement floor level approximately 1.59m below estimated maximum tsunami level adopted in the BCOCF.

- b. In the event of the maximum design tsunami, we expect that a portion of the property would be temporarily inundated with floodwater. This includes the proposed residence's lower floor being 1.59m below the maximum design tsunami floodwater. It is expected, however, that the floodwater near the maximum extent of the inundation area would be relatively quiescent, and would raise and lower without producing substantial flows that would erode soils around and/or under structures. In addition, the gently sloping nature of the site would likely facilitate the drainage of floodwater from the property.
- b. Because the chances of the maximum design tsunami inundating the property and basement are minimal, and because the grades surrounding the rear of the residence are shallow, LEA does not see the need to require the basement to be built above flood level.
- c. LEA recommends that any proposed level sidewalk, patio area and/or retaining wall on the low side of the residence should be constructed with pre-cast concrete units such as pavers, Allan Blocks or cast in place concrete rather than any product that could potentially float in the event of a maximum design height tsunami. The standard depth of bury for any retaining wall system base should be doubled for toe protection. Clear rock drainage behind the retaining wall face should be continued to the surface and not covered with topsoil.
- d. The Property Title should be amended to state that the residence is in the maximum design height tsunami zone of the Alberni Canal, and that there is the potential for flooding of a portion of the property and residence. This will inform future/potential owners of the property that the proposed residence basement is below the 20m estimated maximum tsunami elevation.
- e. It is LEA's opinion that the property is safe and suitable for the proposed development under normal circumstances, and provided our recommendations are followed, would not have a detrimental impact on the environment or adjacent properties. Additionally, future

Client: Ron Van Vliet  
Project: 5985 Horne Park Drive, Port Alberni, BC  
File: F1078.02  
Date: September 30, 2013  
Page: 3 of 3



potential owners would be informed of the site conditions and can make informed judgments regarding the property.

4. **Closure**

Lewkowich Engineering Associates Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or if we can be of further service, please contact us at your convenience.

Respectfully Submitted,  
**Lewkowich Engineering Associates Ltd.**

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

Bradford Hill  
Senior Engineering Technician



Chris Hudec, M.A.Sc., P.Eng.  
Project Engineer

R.M. ACRES CONTRACTING LTD.,  
R.M. ACRES, B.C.L.S.,  
RES. PHONE - 250-752-5718  
e-mail address - rmares@telusnet.bc.ca

D.M. POLLOCK LAND SURVEYING LTD.,  
D.M. POLLOCK, B.A., B.C.L.S.,  
RES. PHONE - 250-723-7760,  
e-mail address - dpollock@telusnet.bc.ca

RICH VAN VLIET,  
5546 WOODLAND CRES. W.,  
PORT ALBERNI, B.C.

4710 ROGER STREET,  
PORT ALBERNI, B.C.  
V9Y 3Z2

250-723-5412 (phone)  
250-723-1500 (fax)

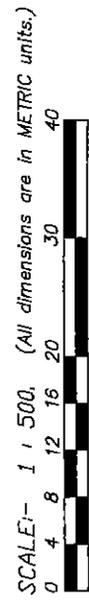
PROPOSED BUILDING LOCATION

**ACRES+POLLOCK**  
BRITISH COLUMBIA LAND SURVEYORS

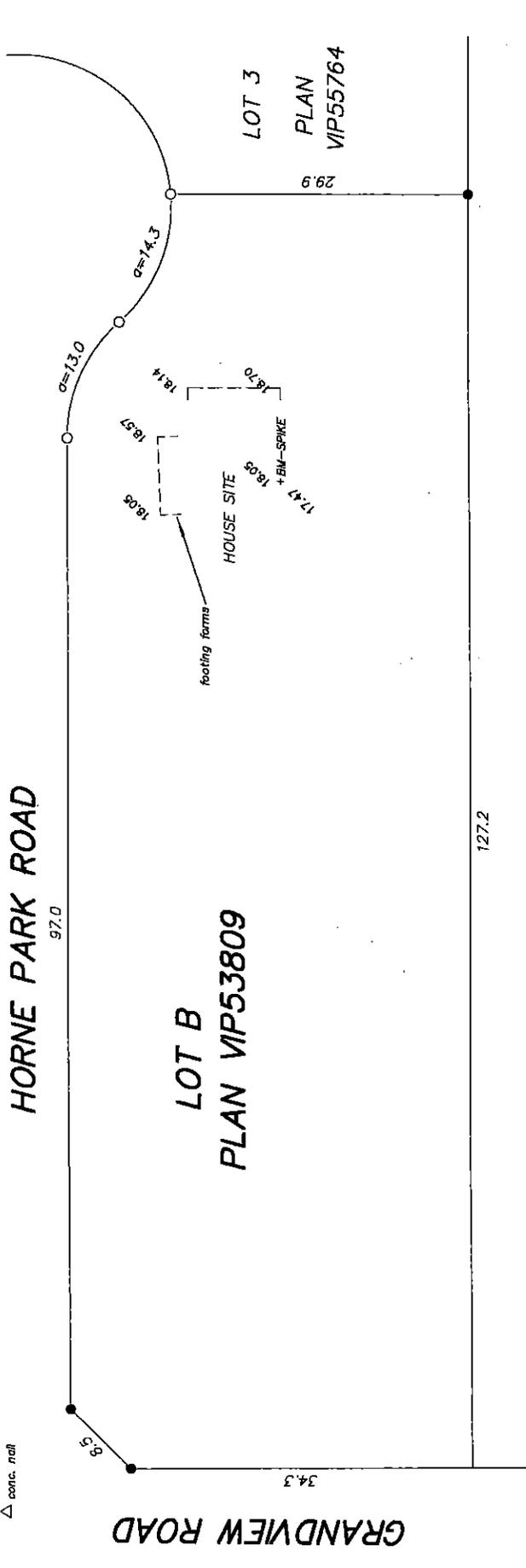
SUB-DIVISION DESIGN  
LEGAL, TOPOGRAPHICAL, RIGHT-OF-WAY AND FORESHORE SURVEYS

HOUSE UNDER CONSTRUCTION ON LOT B, D.L. 20, ALBERNI DIST., PLAN VIP53809,  
5985 HORNE PARK ROAD,  
(VAN VLIET) PID - 017-691-125  
OUR FILE NO. 1-

NOTE:- The measurements shown are the shortest distances between the FOOTINGS of the proposed house and the adjacent boundaries of the parcel. Parcel dimensions are derived from a field survey. Elevations are geodetic and are referred to the integrated survey monument (80H3493) located at the intersection of Compton & Grandview Roads which has an elevation of 4.647m.



DEAR SIR/ RE/



**APPENDIX B**

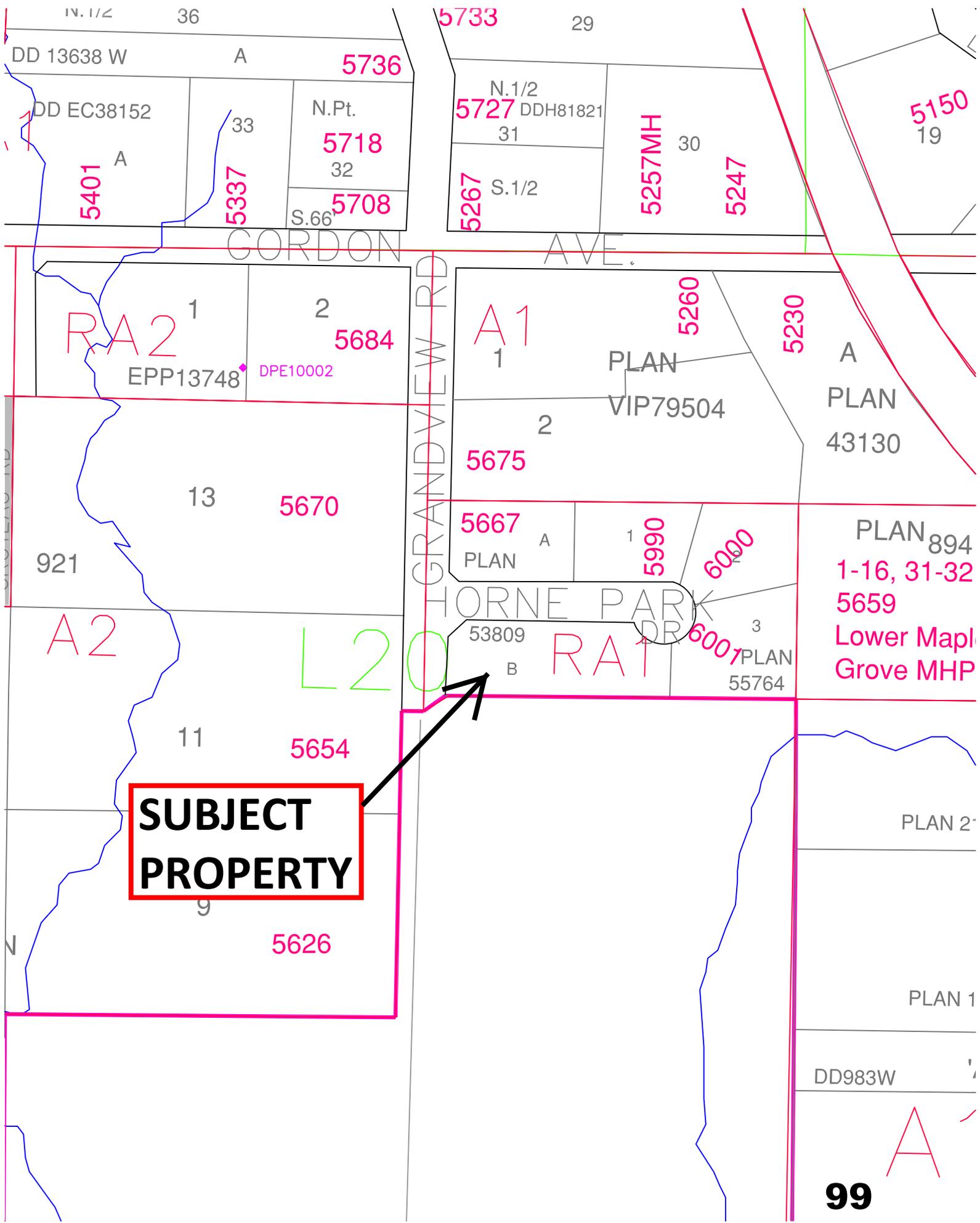
(C) 2013 THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED

CERTIFIED CORRECT THIS 19TH DAY OF SEPTEMBER, 2013.

*[Signature]* B.C.L.S.

NOTE:- This Plan was prepared for mortgage purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above and shall not be used to define property lines or property corners. All rights reserved. No person may copy, reproduce, transmit or disseminate this document in whole or in part without the consent of the proprietor. The proprietor shall assume no responsibility or liability for any changes that may be suffered by a third party as a result of any subsequent surveying or other action based on this document.

ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
SEP 19 2013  
**RECEIVED**



**SUBJECT  
PROPERTY**

IV. 1/2 36  
DD 13638 W A 5736  
DD EC38152 33  
A 5401  
N.Pt. 5718  
32  
S.66' 5708

5733 29  
N.1/2 5727 DDH81821  
31  
S.1/2 5267  
5257MH 30  
5247  
5150  
19

CORDON AVE.  
1 2  
RA2  
EPP13748 DPE10002  
5684

5260 5230  
A1 1  
PLAN  
VIP79504  
2  
5675  
A  
PLAN  
43130

13 5670  
921

5667 A 1 5990 6000  
PLAN  
HORNE PARK DR  
53809 B RAT  
3  
PLAN  
55764  
PLAN 894  
1-16, 31-32  
5659  
Lower Mapl  
Grove MHP

A2  
L20  
11 5654

9 5626

PLAN 2  
PLAN 1  
DD983W  
99 A



## REQUEST FOR DECISION

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

**From:** Alex Dyer, Planner

**Meeting Date:** October 02, 2013

**Subject:** Marihuana for Medical Purposes Regulation

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### **Recommendation:**

#### **That the Regional Board:**

1. Receive the staff report; and
2. Direct staff to proceed with preparing an amendment to the Regional District of Alberni-Clayoquot Zoning By-law No. 15 as follows:
  - a) Add the following text to Section 3 Definitions: "Medical Marihuana Facility means a building or structure, approved and licensed by Health Canada, for the production, growing and incidental processing of medical marihuana, but specifically excluding storefront or retail outlet distribution of medical marihuana."
  - b) Include Medical Marihuana Facilities as a permitted use in the Small Holdings (A1) District, Rural (A2) District, Forest Rural (A3) District, Forest Reserve (A4) District and Industrial Park (M1) District.

### **Desired Outcome:**

That a framework for regulating medical marihuana facilities in the Zoning Bylaw be developed to allow staff to provide guidance to the public and to applicants under the federal *Marihuana for Medical Purposes Regulation*.

### **Background:**

The federal government has introduced a new *Marihuana for Medical Purposes Regulation (MMPR)* that will come into effect April 01, 2014 and will regulate the access and production of medicinal marihuana in Canada. This regulation will replace the *Marihuana Medical Access Program* that has been in effect since 2001.

Under the existing system, personal production licenses and designated person licenses will be phased out and it is expected that most new licenses will be geared towards larger scale production facilities.

The new regulations will require increased site security, no production or storage within a dwelling, more detailed record keeping and notification of the local government, police and fire authorities. Increased security measures will include physical security barriers, visual monitoring systems, intrusion detection systems and security clearance for all staff issued by the federal Minister of Health.

The ACRD Zoning Bylaw does not expressly regulate the production, storage or processing of medical marihuana. Under the current system, license holders are not required to notify the Regional District of their operation and as a result there is no formal record of their location in our files. As more information about the MMPR becomes available and more residents enquire about setting up under the new regulations, many local governments are looking at their zoning bylaws to determine where production facilities should be located and whether they should be located in agricultural, industrial and/or commercial zones.

### **Other jurisdictions:**

The new regulation does not come into effect until April 01, 2014 however the Regional District has received a number of enquiries from the public regarding potential regulations being considered for operations licensed under the MMPR. A review of other local governments across the province also considering updating policy and regulations concerning medical marihuana was completed with a summary of considerations compiled below:

#### *City of Port Alberni*

- Site specific spot zoning for each location. The City is taking a site specific approach to ensure that a public process is followed which will allow for input from owners and occupiers of adjacent properties. Producers under the MMPR would be required to make a rezoning application to allow for medical marihuana production on any property within the City boundaries.
- Adding a definition of medical marihuana facility in the Zoning Bylaw.

#### *Regional District of Nanaimo*

- Amending definition of agriculture to include medical marihuana production on lands within the ALR (RDN Bylaw No. 500 covering all Areas except for Area "F").
- Establishing a 30 metre setback for structures used for medical marihuana production consistent with the Ministry of Agriculture's guide for intensive agriculture.
- Amending Bylaw 1285 (RDN Area "F" Zoning Bylaw) to restrict medical marihuana production to A1 zoned properties within the ALR.

#### *Municipality of North Cowichan*

- Including medical marihuana production facilities as a permitted use in the Industrial Light and Industrial Heavy zones.
- Excluding medical marihuana facilities in the definition of "agriculture" to prohibit this type of activity in rural residential zones that permit agriculture.

#### *City of Nanaimo*

- Permit growing and production of marihuana in the Industrial (I4) as well the agricultural zones Rural Resource (AR1) and Urban Reserve (AR2).

There are a number of options the board may consider for regulating operations under the MMPR. In general terms, local governments with a primarily rural land base are considering allowing medical marihuana facilities in agricultural zones while many municipalities with a higher density suburban land base are considering allowing facilities in Industrial zones.

Planning staff is recommending that these facilities be permitted in the A1, A2, A3, A4 and M1 zones. The A zones are generally areas of rural acreages permitting a range of uses from agriculture and livestock grazing to portable sawmills and resource extraction. The M1 zone provides for a variety of uses associated with light industrial, manufacturing and warehousing. Staff is of the opinion that these zones will provide a variety of rural options for MMPR proponents while minimizing the impact on smaller lot residential areas.

**Financial:**

No financial implication.

**Policy or Legislation:**

**Marihuana for Medical Purposes Regulation (MMPR)**

The federal MMPR legislation coming into effect in April, 2014 will replace the existing *Marihuana Medical Access Program* and will allow a local government to regulate the location and siting of medical marihuana facilities.

**Agricultural Land Commission**

The Agricultural Land Commission has produced an information bulletin regarding medical marihuana production in the Agricultural Land Reserve (Appendix A). The bulletin states that, based on the ALC's definition of "farm use", if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of the plant within the ALR would be permitted.

However, not all activities associated with the production would necessarily be considered as "farm use". A production facility that is entirely devoted to growing marihuana is different than a facility complete with business offices, research and development facilities and associated infrastructure. These activities may be considered ancillary to the "farm use" but would need to be reviewed on a case by case basis.

The ALC has advised proponents to communicate with the ALC prior to approaching a local government for a building permit and has advised local governments to refer any bylaw changes regulating farm use to the ALC for their review.

**Summary:**

Planning staff would like to allow the Board sufficient time to consider changes to the Zoning Bylaw to better regulate medical marihuana operations. These amendments are initiated by staff as a result of numerous enquiries received about the new regulations over the past several months and are not the product of any specific application.

Should the Board direct staff to proceed with developing a bylaw amendment, the process would be to prepare the bylaw and refer it to the Area Advisory Planning Commissions and in this instance the Agricultural Advisory Committee. Staff would then consider recommendations from the APCs and AAC and come back to the Board with a supplementary report with more specific details and a draft bylaw for first reading. If the Board proceeds with first reading of the bylaw, the public input process would go forward with the bylaw being referred to affected agencies and a public hearing would be held.

The definition of "Medical Marihuana Facility" has been drafted in a way to match the guidelines provided by the Agricultural Land Commission as a significant portion of the ACRD rural land base lies within the ALR. Permitting these types of facilities in certain Rural and Industrial zones will allow the Regional District the ability to regulate where medical marihuana facilities may be located whether or not they fall within the ALR boundaries.

Regulation of medical marihuana facilities will also be a topic of discussion at the provincial Planning Managers conference in November. The supplementary report to the Board will consider recommendations put forth by other local governments.

**Options Considered:**

- 1) Require all MMAPR proponents to apply for a zoning amendment and regulate medical marihuana facilities with site specific zoning.
- 2) Permit the operation of medical marihuana facilities in all A and M Districts.
- 3) Permit the operation of medical marihuana facilities only in M Districts.
- 4) Permit the production of medical marihuana only on lands within the ALR.

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

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

Reviewed by:   
\_\_\_\_\_  
For: Russell Dyson, Chief Administrative Officer



**INFORMATION BULLETIN  
MEDICAL MARIHUANA PRODUCTION  
IN THE AGRICULTURAL LAND RESERVE**

Updated August 2013

Health Canada has proposed the Marihuana for Medical Purposes Regulation (MMPR). It is expected that the current system of personal use licenses and designated person licenses will be phased out by April 1, 2014. In its place, new Federal licenses are anticipated, geared to larger scale production facilities. For further information about the proposed changes see the following websites <http://www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php> and <http://gazette.gc.ca/rp-pr/p1/2012/2012-12-15/html/reg4-eng.html>.

Various local governments in British Columbia are looking at their zoning bylaws to determine where these larger scale commercial production facilities should be directed. A number of local governments are considering industrial, commercial and agricultural zones, within purpose built structures and with siting regulations from property lines and residential uses.

*The Agricultural Land Commission Act* and regulations determine land use in the Agricultural Land Reserve (ALR). Due to the number of inquiries from local governments and Medical Marihuana production proponents, the ALC provides this information bulletin with regard to Medical Marihuana production in the ALR.

Section 1 of the *Agricultural Land Commission Act* defines "farm use" as:

An occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*.

Based on the above definition, if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of said plant in the Agricultural Land Reserve (ALR) is permitted and would be interpreted by the Agricultural Land Commission as being consistent with the definition of "farm use" under the *ALC Act*.

Notwithstanding the farming of land for the production of medical marijuana, not all activities associated with its production would necessarily be given the same "farm use" consideration. Accessory uses associated with the farm use include a small business office, testing lab, processing and drying, packaging shipping areas, cloning room and anything else directly related to the growing and processing of the plant. Determining an accessory use is contingent on the use being necessary and commensurate with the primary function of the property/building to produce an agricultural product. If a land use activity is proposed that is not specifically related to the growing of an agricultural product including a stand-alone research and development facility, an application to the ALC for non-farm use would be required.

The ALC would require information with respect to proposed building(s) and the uses within the building before it could provide guidance on whether a particular proposal would be considered consistent with the definition of farm use in its entirety. Proponents are therefore advised to communicate with the ALC in the early stages of developing a farm proposal and in advance of approaching a local government for building permits for a specific property that is within the ALR, to determine whether an application is required for permission under the *Agricultural Land Commission Act*.



**INFORMATION BULLETIN  
MEDICAL MARIHUANA PRODUCTION  
IN THE AGRICULTURAL LAND RESERVE**  
Updated August 2013

If a local government is considering changes to a bylaw to regulate the farm use then it is recommended that the bylaw be forwarded to the ALC for review.



## MEMORANDUM

**To:** Board of Directors  
**From:** Russell Dyson, Chief Administrative Officer  
**Date:** October 3, 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 development of the Alberni-Clayoquot Health Network and Planning Committee. Several priorities including a regional transit study and food security initiatives;
- Working with the West Coast Multiplex Society to coordinate fund raising for the required capital costs in order to construct the Multiplex facility on the West Coast;
- Regional Water Improvement Program – 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;
- Strategic Planning and Project Management;
- Occupational Health and Safety initiatives and policy coordination;
- Updating various ACRD Bylaws;
- Gas Tax Regional Water Improvement Project;
- ACRD Website Re-Development;
- Reconciliation Gathering and follow up;
- CUPE Grievance;
- Arranging C2C Forum for November 2013;
- Arranging Board Strategy Session – October 11<sup>th</sup>;
- 2014 Budget Preparations

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



## MEMORANDUM

**TO:** Regional Board of Directors

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

**DATE:** October 1, 2013

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

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<b>2012 Total</b>	<b>2013 Total</b>	<b>APPLICATION</b>
7	20	Rezoning
10	11	Development Permit and Development Variance Permit
7	10	Subdivisions
0	1	Agricultural Land Reserve
3	1	Board of Variance
12	8	Crown Leases
20	18	Bylaw Enforcement
15	8	Miscellaneous
74	77	TOTAL APPLICATION RECEIVED

### Other Planning Projects

Regional Parks Plan – Next steering committee meeting scheduled for October 2<sup>nd</sup>.

Working with West Coast Aquatic and the Province on a Float Home Strategy.

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Mike Irg, Manager of Planning and Development



## MEMORANDUM

**To:** Board of Directors  
**From:** Andy Daniel, A.Sc.T., Manager of Environmental Services  
**Date:** October 4, 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 August 28th, 2013.

### Long Beach Airport

- Safety Management System implementation Rwy 07/25 and 16/34
- Runway lighting and Nav aid investigation in conjunction with the AVRA
- Emergency services agreement review and update
- Line marking rwy 07/25 and 16/34 RFQ
- Meeting with Tlaocquiaht to discuss water supply
- Improvements to weather station and rental house

### AVRA

- Airport inspection and deficiency list complied
- GPS approach investigation / review and RFP
- Runway landing light upgrade investigation
- Airport weather station (LWIS) review and corrective action ongoing
- Reviewing gravel extraction agreements with the Province

### Alberni Valley Landfill

- Extended Berry and Vale's contract for one year.
- Received "Licence to Cut" timber for the NE expansion

- Reviewed environmental monitoring laboratory expenses
- Reviewing SWMP process

#### Bamfield

- Prepared final report and claim to ICET for West Bamfield Dock Improvements funding.
- Received the Water System Study Report from Koers & Associates Engineering
- Applied for land Tenure for Bamfield Water System for under Bamfield Inlet
- Installed additional alarms for the Water System
- Discussed Water Shed signage for Sugsaw Lake with the Huu-ay-aht

#### Salmon Beach

- Received Municipal Insurance Association risk assessment report for Salmon Beach

#### Sproat Lake

- Prepared final report and claim for SLMP funding from Transport Canada.
- Trained Tseshaht personal to read Harold Bishop Firehall water meter

#### City of Port Alberni

- Discussions on proposed regional water options

#### Millstream

- Finalised engineering drawing for the Millstream/Ucluelet emergency connection
- Working on contract for the Millstream Water Contractor

#### Beaver Creek

- Strick Road Pump Station contract awarded and work in progress
- Beaver Creek north watermain contract awarded and work in progress
- Strick Road watermain upgrade nearing completion
- Three engineering reviews for subdivision referrals for water
- Quarterly meter reading
- Working with structural engineer on concrete reservoir repair plan
- Negotiated removal of Hydrant and lead for Creekside development (in City)

- Seismic upgrade ongoing at fire hall

General

- MMBC application submitted.
- Tour of the Nanaimo Water Shed with Island Timberlands and City of Nanaimo
- Set up EOCP Training (water operators) in Port Alberni to include City and contractors



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 October 4, 2013**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	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	Letter sent
2.	Feb. 27 <sup>th</sup> Board	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	Discussions ongoing
3.	April 10 WC Committee	Arrange a meeting with Chris Bird, President and representatives of the Long Beach Recreation Cooperative	Russell	Waiting for their response
4.	July 10 <sup>th</sup> Board	Contact and work with the Nuu-chah-nulth Tribal Council, the Port Alberni Friendship Centre and Reconciliation Canada to develop short term response for Reconciliation Canada events scheduled for Vancouver September 18-22, 2013 at the same time as the UBCM Conference and to develop a long term plan	Russell	Reconciliation walk in Vancouver – discussions ongoing
5.	July 24 <sup>th</sup> Board	Forward a letter to Mr. Johnathan Tilly, Ministry of Transportation and Emcon Services to expressing concerns with the lack of maintenance of roads in the region and invite them to make a presentation to the ACRD Board	Wendy	Joint presentation upcoming
6.	Sept. 11 <sup>th</sup> Board	The ACRD Board authorized the Fire Chief of the Bamfield Volunteer Fire Department and the Chairperson of the ACRD Board to enter into an agreement with the North Island 9-1-1 Corporation to provide Computer Aided Dispatch Software System services to the Bamfield Volunteer Fire Department – Arrange for signatures	Wendy	Arranging
7.	Sept. 25 <sup>th</sup> Board	Invite a representative of the Island Corridor Foundation to meet with the ACRD Board and provide an update	Wendy	Invitation sent
8.	Sept. 25 <sup>th</sup> Board	Cindy and Penny were authorized to attend the BC Transit Meeting on October 22 <sup>nd</sup> – Send RSVP	Tracy	Done
9.	Sept. 25 <sup>th</sup> Board	The Board passed a resolution to engage the services of Black Shield Preparedness Solutions Inc. to update the Alberni Valley Emergency Plan for a total cost of \$10,000.00 plus taxes – Award contract	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
10.	Sept. 25 <sup>th</sup> Board	Send a letter of support to Thorton Creek Hatchery supporting their grant application through the Pacific Salmon Foundation	Russell	Done
11.	Sept. 25 <sup>th</sup> Board	Send a letter to the newly elected President of the Nu-u-chah-nulth Tribal Council, Deb Foxcroft and a letter of thanks to outgoing President, Cliff Atleo	Wendy	Done
12.	Sept. 25 <sup>th</sup> Board	The Board approved Friday, October 11 <sup>th</sup> for a Strategy Session – Arrange session	Russell/ Wendy	Arranging – To be held at Chances Rim Rock Casino, Tom McEvay to facilitate
13.	Sept. 25 <sup>th</sup> AV Comm.	The AV Committee recommend that the Alberni-Clayoquot Regional District Board of Directors take the Sproat Lake Marine Patrol Program to referendum during the 2014 general election and reduce the requisition for the proposed service to \$30,000 – Prepare a report to the Board	Wendy	October 23 <sup>rd</sup> Board Agenda
14.	Sept. 25 <sup>th</sup> AV Comm	Prepare a report to the Board with recommendations from the AV Committee - Committee agreed to terms for interim water supply for Beaver Creek from the City of Port Alberni and proceeding with a Regional water supply for the Alberni Valley	Russell	Preparing report - October 23 <sup>rd</sup> Board Meeting
<b>Finance Department</b>				
15.	July 24 <sup>th</sup> Board	Invite a representative of the Municipal Pension Plan to meet with the Board	Teri	Arranging
16.	August 14 Board	Provide Gas Tax funding agreements to CCWD and BC Community Club for signature	Andrew	Done
17.	Sept. 25 <sup>th</sup> Board	Prepare a 2014 tax exemption Bylaw for the Alberni Golf Club and Long Beach Golf Club for consideration by the Board	Andrew	October 9 <sup>th</sup> Agenda
<b>Environmental Services Department</b>				
18.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
19.	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	West Coast Committee to attend a TFN Council Meeting
20.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress

#	Date	Action Item	Assigned to	Target Date/Update
21.	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 – for discussion next Log Train Trail Adv. Mtg
22.	Oct. 10/12 Board	Work with the Air Quality council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal	Andy	In progress
23.	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
24.	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	Mark	In progress
25.	August 14 AV Comm	Prepare a bylaw to establish a service for the Sproat Lake Marine Patrol	Russell	Referred back to the Alberni Valley Committee
26.	August 14 AV Comm	Organize a meeting with Tseshaht First Nation to discuss and tour the AV Landfill	Russell	Organizing
27.	August 14 AV Comm	Prepare Berry and Vale 1 year Contract Extension	Andy	Completed
28.	August 14 AV Comm	Prepare the information and background intended for an AV Landfill RFP process with a minimum of a 5 year operating agreement	Andy	In Progress
29.	Sept. 11 <sup>th</sup> Board	The Alberni-Clayoquot Regional District Board of Directors awarded the Beaver Creek Road Water main tender to IWC Excavating Ltd. in the amount of \$64,229.96 including GST - Award contract	Andy	Under construction
30.	Sept. 11 <sup>th</sup> Board	The ACRD Board passed a resolution to accept the financial incentives offered by Multi Material British Columbia (MMBC) for curbside collection, recycling depot service, resident education and service administration for the Alberni Valley, Bamfield, Beaver Creek and West Coast for a five (5) year period commencing May 19th, 2014 – Proceed to next steps in the program	Andy	Application completed
31.	Sept. 25 <sup>th</sup> Board	The Board of Directors grant a one year contract extension to Berry and Vale Contracting to manage the AV Landfill – Extend Contract	Andy	In progress

#	Date	Action Item	Assigned to	Target Date/Update
32.	Sept. 25 <sup>th</sup> Board	The Board of Directors directed staff to apply for a 30 year Crown Land Tenure for a portion of the Bamfield Inlet near Burlo Island in order to install a water line to provide water service to West Bamfield – Submit application	Andy	Submitted
33.	Sept. 25 <sup>th</sup> Board	The GPS/WASS system for the Alberni Valley Regional Airport be referred to 2014 budget discussions and staff be instructed to investigate partnerships and report back to the Alberni Valley Committee	Andy	In Progress
<b>PLANNING DEPARTMENT</b>				
34.	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
35.	June 1/09	Bamfield OCP Review	Mike	Out to agencies for review
36.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
37.	n/a	Sproat Lake OCP Review	Mike	Sent to Referral Agencies, Public Hearing in Oct.
38.	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
39.	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
40.	April 10 WC Committee	Arrange a meeting with TFN regarding outstanding issues with regards to water and zoning of airport lands	Mike	Meeting set October 16 <sup>th</sup> at Best Western Tin Wis
41.	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 and part of Regional Parks Plan review
42.	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

#	Date	Action Item	Assigned to	Target Date/Update
43.	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
44.	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
45.	June 26 <sup>th</sup> Board	Forward letter to the City of North Vancouver supporting their resolution submission to UBCM regarding Genetically Engineered Free Zone and refer to the Ag. Development Comm. for input	Mike	Next ADC Meeting
46.	July 24 <sup>th</sup> Board	The Board of Directors instructed staff to work with the Central West Coast Forest Society to investigate funding for the assessment and restoration of the Willowbrae Creek system	Mike	Ongoing
47.	August 28 Board	Chair authorized to attend the Vancouver Island Trails Network Conference in Courtenay On October 26	Mike	Done
48.	August 28 Board	Enquire with the province about consolidating small parcels on Crown Lands	Mike	Investigating
49.	Sept. 25 <sup>th</sup> Board	<b>SD08022, TAYLOR/ELIAS/SEETON, 9644 LAKESHORE ROAD</b> Minimum Parcel Frontage Waiver Request – The Board is at this time disposed to deny application - offer the applicants the opportunity to present to the Board their own case as to why this matter should not be denied	Mike	Oct. 9 <sup>th</sup> Board Meeting

Issued: October 4, 2013