



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 11, 2014, 1:30 pm

Beaver Creek Community Hall, 8505 Beaver Creek Road, Port Alberni, BC

AGENDA

- | | PAGE # |
|--|--------------|
| 1. <u>CALL TO ORDER</u> | |
| Recognition of Traditional Territories. | |
| 2. <u>APPROVAL OF AGENDA</u> | |
| <i>(motion to approve, including late items required 2/3 majority vote)</i> | |
| 3. <u>DECLARATIONS</u> | |
| <i>(conflict of interest or gifts)</i> | |
| 4. <u>ADOPTION OF MINUTES</u> | |
| a. Board of Directors Meeting – May 28, 2014 | 6-18 |
| <i>THAT the minutes of the Board of Directors meeting held on May 28, 2014 be adopted.</i> | |
| 5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u> | |
| a. David Tabemen, Virginia Stephen, regarding Recycling in the Region. | |
| b. Joe Van Bergen, Alberni Valley Regatta Association regarding update on the 2014 Alberni Valley Regatta Event. | |
| c. Mr. Ron Crema, regarding Introduction to the Sport of Pickleball. | |
| 6. <u>CORRESPONDENCE FOR ACTION</u> | |
| a. REQUEST FOR APPOINTMENT | 19-20 |
| City of Port Alberni, May 29, 2014 regarding request for the appointment of two Regional District representatives to sit on the Community Forest Legacy Committee. | |
| <i>THAT the Regional District Board of Directors appoint 2 representatives to sit on the City of Port Alberni's Community Forest Legacy Committee.</i> | |
| b. INVITATION | 21-22 |
| Port Alberni Friendship Centre, May 7, 2014 regarding Invitation to | |

THAT Bylaw P1323, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

THAT Bylaw P1323, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|--|----------------|
| a. | CAO Report – June 5, 2014 | 178 |
| b. | Planning & Development Manager Report – June 4, 2014 | 179 |
| c. | Financial Manager Report – June 5, 2014 | 180 |
| d. | Staff Action Items Report – June 6, 2014 | 181-185 |

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

10.2 COMMITTEE REPORTS

- a. **2014 Advisory Planning Commission Appointments**
- i. Beaufort

THAT the following individuals be appointed to the Beaufort Advisory Planning Commission for a two year term:

Gerard Budding, Ursula Budding, Ron Emblem, George Haack

- ii. Sproat Lake

THAT the following individuals be appointed to the Sproat Lake Advisory Planning Commission for a two year term:

Dean Sept, Roberta Jensen, Walter Konkin

- b. **Solid Waste Management Meeting of June 3, 2014**
- M. Kokura (Verbal)

10.3 OTHER REPORTS

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to:
i. Labour or other employee relations.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

**Next Board of Directors Meeting: Wednesday, June 25, 2014, 1:30 pm
Alberni-Clayoquot Regional District
Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, MAY 28, 2014, 1:30 PM

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

DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

PRESENT:

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

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

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

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

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

Jack McLeman, Councillor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

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

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułuꞑiꞑath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andy Daniel, Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

The Chairperson recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director McNabb

*THAT the agenda be approved as circulated with the following amendment:
deletion of the two delegations.*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – May 14, 2014

MOVED: Director Cote
SECONDED: Director Kokura

THAT the minutes of the Board of Directors meeting held on May 14, 2014 be adopted.

CARRIED

b. Alberni Valley Committee Meeting – May 13, 2014

MOVED: Director McLeman
SECONDED: Director Cote

THAT the minutes of the Alberni Valley Committee meeting held on May 13, 2014 be adopted.

CARRIED

c. Electoral Area Directors and District of Tofino Committee Meeting – May 14, 2014

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the minutes of the Electoral Area Directors and District of Tofino Committee meeting held on May 14, 2014 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Johann Vanschaik, BC Transit, Mr. Phil Atkinson, Diversified Transportation, regarding Custom Transit Ridership.**
- b. Mr. Ron Crema regarding Introduction of Pickle Ball.**

Delegation presentations cancelled.

6. CORRESPONDENCE FOR ACTION

- a. B.C. Federation of Labour, May 8, 2014 regarding resolution requesting that the Provincial Government Ensure Ship Building is done in British Columbia.**

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Board of Directors forward a letter to the Provincial Government requesting they ensure that shipbuilding is done in British Columbia.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
Signs
- b. **VANCOUVER ISLAND REGIONAL LIBRARY**
Acknowledgement of Correspondence
- c. **BC TRANSIT**
BC Transit Management Performance Survey
- d. **BC HEALTHY COMMUNITIES**
May 2014 Newsletter
- e. **DISTRICT OF PORT HARDY**
Passing of Mayor Parnham
- f. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Renewed Gas Tax Agreement
Gas Tax Agreement Community Works fund Allocations

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

MOVED: Director Irving

SECONDED: Director McLeman

THAT the ACRD Board of Directors invite a representative from the Ministry of Transportation and Infrastructure to meet with the Board discuss road and signage issues in the region.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding AV Regatta Association – Use of AV Airport Parking Lot.**

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the Alberni Valley Regatta Association to use the parking area at the Alberni Valley

Airport for overflow parking of vehicles and boat trailers during the AV Regatta Association Event on July 19th and 20th, 2014 at Sproat Lake and authorize the Chairperson and Chief Administrative Officer to enter into a license of use agreement.

CARRIED

b. Request for Decision regarding Cherry Creek Waterworks District Infrastructure Planning Grant.

*MOVED: Director Banton
SECONDED: Director McNabb*

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors apply for an Infrastructure Planning Grant on behalf of the Cherry Creek Waterworks District (CCWW) to develop an infrastructure improvement plan.

CARRIED

c. Request for Decision regarding Security Issuing Bylaw F1111.

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT Bylaw No. F1111, "Alberni-Clayoquot Regional District Security Issuing Bylaw, 2014" be read a first time.

CARRIED

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT Bylaw No. F1111, "Alberni-Clayoquot Regional District Security Issuing Bylaw, 2014" be read a second time.

CARRIED

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT Bylaw No. F1111, "Alberni-Clayoquot Regional District Security Issuing Bylaw, 2014" be read a third time.

CARRIED

*MOVED: Director Bennett
SECONDED: Director McNabb*

THAT Bylaw No. F1111, "Alberni-Clayoquot Regional District Security Issuing Bylaw, 2014" be adopted.

CARRIED

d. Request for Decision regarding Extension – Health Network Coordinator Contract.

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Request for Decision regarding extending the Health Network Coordinator contract be referred to the in-camera portion of the Board meeting.

CARRIED

e. Request for Decision regarding KD Air Kiosk Lease at Long Beach Airport.

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a three-year lease agreement with KD Air for a Kiosk space at the Long Beach Airport terminal building at a rate of \$400.40 per month plus GST. With increases in subsequent years based on the British Columbia Consumer Price Index (CPI) for the period March to March of the preceding year. In no event shall the annual rent be less than the preceding year.

CARRIED

f. Request for Decision regarding New Working Alone Policy and Procedures for the ACRD.

MOVED: Director Irving

SECONDED: Director Banton

THAT the ACRD Board of Directors of the Alberni-Clayoquot Regional District adopt the Working Alone Policy as presented in the CAO's report.

CARRIED

9. PLANNING MATTERS

**a. BAMFIELD OFFICIAL COMMUNITY PLAN
Memorandum and Bylaw P1309**

MOVED: Director Geall

SECONDED: Director Cote

THAT the Board of Directors receive the staff memorandum.

CARRIED

MOVED: Director Geall
SECONDED: Director Bennett

THAT the Board of Directors amend Bylaw P1309, Regional District of Alberni-Clayoquot Bamfield (Electoral Area A) Official Community Plan Bylaw P1309, 2013 as attached.

CARRIED

MOVED: Director Geall
SECONDED: Director Cote

THAT Bylaw P1309, Regional District of Alberni-Clayoquot Bamfield (Electoral Area A) Official Community Bylaw P1309, 2013, be read a second time as amended.

CARRIED

b. RT14001, ACRD, MEDICAL MARIHUANA FACILITIES
Zoning Text Amendment – Report and Bylaw P1321

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors receive the staff report.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors amend Bylaw P1321 to remove Medical Marihuana Facilities as a permitted use in the Forest Reserve (A4) District and increase the minimum lot area required for Medical Marihuana Facilities in the Small Holdings (A1) District, Rural (A2) District and Forest Rural (A3) District from 1.62 hectares (4 acres) to 2.43 hectares (6 acres).

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Bylaw P1321, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a second time as amended.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the public hearing for Bylaw P1321 be delegated to the Chairperson of the Regional Board or the vice Chairperson of the Regional Board.

CARRIED

c. AE14001, GERALD THOMPSON, 6370 DONAHUE ROAD
Application to Subdivide within the ALR - Report

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Board of Directors receive the staff report.

CARRIED

MOVED: Director Bennett

SECONDED: Director Banton

THAT the ACRD Board of Directors allow Mr. Jim McManus to address the Board.

CARRIED

Mr. McManus advised he is acting on behalf of the Thompson's. He discussed concerns with the application process.

Director Jack entered the meeting at 2:14 pm.

MOVED: Director McNabb

SECONDED: Director Jack

THAT the Board of Directors pass a resolution to forward the application to the Agricultural Land Commission noting that the application complies with the Beaver Creek Official Community Plan and zoning .

MOVED: Director Jack

SECONDED: Director McNabb

THAT the main motion be amended deleting zoning from the resolution.

CARRIED

The main motion as amended was

CARRIED

d. TOQUAHT NATION FORESHORE AGREEMENT
Memorandum

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Board of Directors provide support to the Toquaht Nation for the document titled "Application of Laws to Foreshore Act".

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report - May 23, 2014.
- b. Meeting Schedule – June 2014
- c. Building Inspector's Report – April 2014
- d. Financial Statements – April 2014

MOVED: Director McLeman

SECONDED: Director McNabb

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

CARRIED

10.2 COMMITTEE REPORTS

a. 2014 Advisory Planning Commission Appointments

i. Bamfield

MOVED: Director Geall

SECONDED: Director Bennett

THAT Barry Otterson, Tish MacPhee, Denice Roberge, and John Mass be appointed to the Bamfield Advisory Planning Commission for a two year term.

CARRIED

ii. Long Beach

MOVED: Director Bennett

SECONDED: Director McLeman

THAT Don MacKinnon and Vi Mundy appointed to the Long Beach Advisory Planning Commission for a two year term.

CARRIED

iii. Beaver Creek

MOVED: Director McNabb

SECONDED: Director Banton

THAT Dorothy Brooks, Susan Roth, and Kevin Clarke be appointed to the Beaver Creek Advisory Planning Commission for a two year term.

CARRIED

iv. Cherry Creek

*MOVED: Director Banton
SECONDED: Director Bennett*

THAT Denis Francoeur, Markus Urner, Carrie Smith, Jamie McKinnon, Mike Stini, and Barb Deederly be appointed to the Cherry Creek Advisory Planning Commission for a two year term.

CARRIED

*MOVED: Director Banton
SECONDED: Director McNabb*

THAT the Mr. Leo Van Vliet be appointed to the Cherry Advisory Planning Commission for a one year term.

CARRIED

**b. Long Beach Airport Advisory Committee Meeting
May 22, 2014 – B. Irving (Verbal)**

Director Irving reported on the May 22nd meeting. The Airport Manager provided an update on various projects at the Long Beach Airport.

*MOVED: Director Irving
SECONDED: Director Bennett*

THAT the ACRD Board of Directors receive the verbal report on the Long Beach Airport Advisory Committee meeting.

CARRIED

10.3 MEMBER REPORTS

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

Director Bennett reported the Regional District has been working with the Society to find funding to do a restoration of the Willowbrae Creek system.

- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda – No Report – 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 concerns with emails and comments made by the Chair of the Coastal Chair's Group regarding meeting with the Coastal Communities Network.

MOVED: Director Bennett

SECONDED: Director Geall

THAT the ACRD Board of Directors forward a letter to the Regional Coastal Chairs Ferry group outlining concerns with emails received by the Chair of the Coastal Chairs Group in response to the request by the Coastal Communities Network for a meeting.

DEFEATED

- g. West Island Woodlands Advisory Group – L. Banton**

Director Banton provided an update on the West Island Woodlands Advisory Group.

MOVED: Director Geall

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to Island Timberlands requesting their participation in the West Island Woodlands Advisory Group.

CARRIED

- h. Island Coastal Economic Trust – C. Solda**

MOVED: Director Irving

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Province supporting the future of the Island Coastal Economic Trust.

CARRIED

- i. Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. West Coast Aquatic Board – T. Bennett**

Director Bennett reported on the meeting held on May 6th. The Board is currently reviewing the Terms of Reference and the Province is reviewing aspects of the Coastal Plan. Public Consultation to start within the next few months.

- k. **Association of Vancouver Island & Coastal Communities – C. Solda – No Report**
- l. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. **Other Reports**
 - April 2014 Port Alberni RCMP Detachment Report
 - Listening Circle at the Alberni Valley Christian Reform Church – John Jack (Verbal)

Director Jack reported on April 24th Listening Circle session. He expressed disappointment in the outcome of the session. He discussed moving forward with reconciliation at a local level.

Director McLeman invited Directors to attend the Alberni Valley Community Forest meeting tomorrow night at 7:00 pm.

MOVED: Director Irving
SECONDED: Director Banton

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Late Business

MOVED: Director McLeman
SECONDED: Director Bennett

THAT the following be allowed for consideration as a late item: discussion regarding ambulance services.

CARRIED

MOVED: Director Irving
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District forward a letter to the Provincial Government regarding the findings of the Kennedy Lake ambulance accident review, expressing concern with ambulance workers being overworked and request resources being applied to remedy the situation.

CARRIED

13. QUESTION PERIOD

14 IN-CAMERA

MOVED: Director Cote
SECONDED: Director McNabb

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

- i. Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 {annual municipal report};*
- ii. Information that is prohibited from disclosure under Section 21 of the Freedom of Information and Privacy Act.*

CARRIED

The meeting was closed to the public at 3:30 pm.

The meeting was re-opened to the public at 4:26 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

MOVED: Director Osborne
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors extend the current contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for an additional six month term ending December 31, 2014.

CARRIED

MOVED: Director McNabb
SECONDED: Director Irving

THAT the ACRD Board instruct Director Cote, ACRD representative on the Alberni-Clayoquot Health Network to advise Island Health, the Alberni-Clayoquot Health Network and the Coordinator that the ACRD wants to see deliverables from the AC Health Network between now and the end of the Coordinator contract on December 31, 2014.

CARRIED

16. ADJOURN

MOVED: Director McLeman
SECONDED: Director McNabb

THAT this meeting be adjourned at 4:28 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer



CITY OF PORT ALBERNI

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

Fax: 250-723-1003

May 29, 2014

Russell Dyson, CAO
Alberni-Clayoquot Regional District
3008 - 5th Avenue
Port Alberni BC V9Y 2E3

Dear Russell:

Re: Community Forest Legacy Committee

Council for the City of Port Alberni has established a Select Committee for the purpose of recommending to Council a project of benefit to Alberni Valley residents that funds arising from the Alberni Valley Community Forest Corporation (AVCFC) will be reserved for.

The Terms of Reference for the Committee are attached. At this time, we would like to invite the appointment of two representatives from the Alberni-Clayoquot Regional District Board to sit on the Committee which will serve until completion of a final report to be presented to Council, on or before the final Regular meeting of 2014.

We would appreciate confirmation of the Regional District's appointments by Monday, June 30th, 2014.

Yours truly,
CITY OF PORT ALBERNI

Davina Hartwell
City Clerk



CITY OF PORT ALBERNI
City of Port Alberni
Community Forest Legacy Committee
Terms of Reference

Purpose:

The Community Forest Legacy Committee is a select Committee of Council appointed for the purpose of recommending to Council a project of benefit to Alberni Valley residents that funds arising to the City from the Alberni Valley Community Forest Corporation (AVCF) will be reserved for and expended on.

Membership:

The Committee shall be comprised of seven members as follows:

- The City Councillor appointed as liaison to AVCF – Councillor McLeman,
- One Councillor appointed by resolution of Council – Councillor Cole
- Two members appointed by the Board of the Regional District of Alberni Clayoquot.
- Two members of the Board of the AVCF Corporation.
- One member of the community at large appointed by the Mayor.

Procedures:

- The Committee shall adopt a meeting schedule but will structure its activities to complete the required tasks within the reporting deadline.
- Meeting minutes will be forwarded to Council for information and action as required.
- The City Clerk or designated staff member will attend meetings to take minutes.
- The City's Procedures Bylaw applies to the conduct of the Committee's business

Term:

The Committee will serve until the completion of a final report to be presented to the Council for the City of Port Alberni, on or before the final Regular Meeting of 2014.

The Committee may:

- Network with the community at large, community stakeholder groups or other community agencies in reviewing potential projects for recommendation.
- Invite proposals from the community regarding projects to be considered.
- Request reports from City Staff regarding technical or financial matters in connection with any proposed project. Such requests for reports shall be made through the City Manager's Office.

Contents of the Report

- Final report shall contain a recommendation for a project to be funded by AVCF funds that benefits the citizens of the Alberni Valley.
- Rationale or the selected project being chosen should be provided
- A list of projects considered should be provided.



Port Alberni Friendship Center

May 7, 2014



Alberni-Clayoquot Regional District
3008 5th Ave
Port Alberni, BC
V9Y 8M5

Dear Sir:

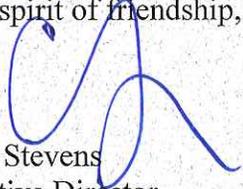
The Port Alberni Friendship Center is celebrating National Aboriginal Day on June 23rd in Port Alberni! It is with great honor that I invite you and a guest to attend our celebration as follows:

Monday, June 23, 2014 at 11:30am to 2:30pm.

We would be pleased if you are able to attend and look forward to seeing you. Please feel free to bring family, friends and co-workers as this event is open to all who would like to celebrate with us.

Please find attached a poster for the event which can be posted. Please contact Sonja Bakker or myself at 250 723-8281 if you need further information.

In the spirit of friendship,


Cyndi Stevens
Executive Director
Port Alberni Friendship Center

enclosure: Poster

3555 4th Avenue, Port Alberni, BC V9Y 4H3
Phone (250) 723-8281 • Fax (250) 723-1877 • www.pafriendshipcenter.com



PORT ALBERNI FRIENDSHIP CENTER

In Celebration of

"National Aboriginal Day"

Monday, June 23rd, 2014

11:30am – 2:30pm

Located at the:

Port Alberni Friendship Center Clutesi Hall

Activities Include:

TRADITIONAL FEAST

Fashion Show by Joyce Little

Dunk Tank

The Black List Band

Brittany Johnson

Dance Groups

Door Prizes

Announcement of 50/50 Draw Winner

Everyone Welcome!

For more information or to volunteer:

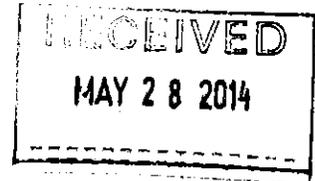
Contact: Jeff Jeffries at 250-723-8281

Vendors / Artisans are welcome to set-up tables.

**"Funding support provided by the
City of Port Alberni and Heritage Canada"**

Alberni Valley Bid Committee
2016 U-18 Female National Hockey Championship

c/o Meranda Vallee, Chair
4715 Gertrude Street
Port Alberni, BC V9Y 6K4
mvallee@avmha.com



May 27, 2014

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

Dear Sir/Madam:

RE: 2016 U-18 Female National Hockey Championship Bid Support

We have formed a Bid Committee to bring the U-18 Female National Hockey Championship to the City of Port Alberni in November of 2016.

We have a few members on the Committee already with representation from local businesses, sports associations and government. The members so far are as follows:

Meranda Vallee, Chair
Stefanie Weber
Steve Bilodeau
Ron Paulson

Aaron Vissia, Co-chair
Robe Cole
Pat Deakin

We have held many events in our Multiplex, including the 2009 Under 17 World Hockey Challenge, which was a huge event for our community. Although this event will not be as big as the U-17 event, we are still very excited to be working with other communities to try to make this event possible on the Island. The communities who will be co-hosting the event are Cowichan Valley, Nanaimo, Parksville, Comox, Campbell River and Port Alberni.

Port Alberni could possibly see 4 out of 18 games being played within our facility. We would definitely see two semi-final games held here and we would also try to strive for the bronze and gold games to be held here as well.

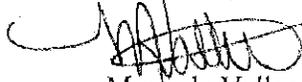
.../2

As President of the Alberni Minor Hockey Association, we are having great difficulties in keeping our female program alive. The interest is just not there like it used to be and we have found that it is a very biased sport for females to partake in. This is not just within our community, but it is all along Vancouver Island. I believe an event like this held in our community and in any of the other communities would boost that interest again within the younger generations. Our hockey Associations needs this boost.

When we receive the bid, each community will be responsible for securing a bond for each game they hold. This bond will be \$2,500.00 per game and we will be asking for support with this as well. These bonds are not due right away as the event does not happen until November 2016.

We are at this time, asking for your support in our bid to co-host this great event!

Yours truly,



Meranda Vallee
Chair



The Bamfield Mushroom Festival
P.O. Box 108, Bamfield, BC, V041B0
www.mushroomfestival.ca
May 2, 2014

Attention: Linda Myres, Coordinator
Bamfield Community Emergency Program
General Delivery, Bamfield, BC, V041B0

Dear Linda Myres and fellow volunteers;

This letter is to inform you that the Board of Directors (President-Brunhilde Niederacher, Vice President-Terry Giddens, Secretary/Treasurer-Miché Shepherd, and Director-Jeanie Beckham) of the Bamfield Mushroom Festival (BMF), have resolved to dissolve the Bamfield Mushroom Festival entirely. In so doing, we have now closed our bank accounts. As our mission statement was: *"We are an **education** oriented volunteer organization striving to promote awareness, honour, and celebrate our connection to the natural world around us in order to benefit & serve the **community** as a whole."*, the board has thought long and hard about which local organization(s) we would like to see receive the remaining capital.

Last month's Commemoration of the 50th Anniversary of the Great Alaskan Earthquake and West Coast Tsunami Education Forum, an evening focused on tsunami information and preparedness, was not only somewhat an epiphany for the Board members in attendance, but it also served to aid us in our decision, insofar as to where we might donate the remaining BMF funds. Our decision was based on the following criteria:

1. we wanted to donate to an group/organization/committee whose work benefited Bamfielders of all ages
2. we wanted to donate to an group/organization/committee whose work benefited both East and West Bamfielders
3. we wanted to donate to an group/organization/committee whose work was crucial
4. we wanted to donate to an group/organization/committee with a well-defined action plan

The Bamfield Community Emergency Program (BCEP), with its well-trained members, strong links to other local first responder teams, and established affiliations with supporting governmental agencies, fit all our criteria. We appreciate the commitment of the BCEP volunteers & their dedication planning & preparing to assemble, house, feed and care for, their fellow community members in the event of a natural disaster.

We of the recently dissolved The Bamfield Mushroom Festival, Board of Directors, are pleased, and proud to announce that The Bamfield Community Emergency Program has been chosen as the sole recipient of the total remaining funds from the Bamfield Mushroom Festival, to be used as BCEP sees fit. We are confident that the money will be utilized to further aid emergency preparedness efforts for the Bamfield community. We have arranged to have The Coastal Community Credit Union issue a cheque payable to The Bamfield Community Emergency Program in the amount of \$2,734.27. Please contact me, Miché Shepherd at 250-728-3383 to arrange pick-up or delivery of this cheque, which is now in my possession.

Sincerely Yours,

A handwritten signature in black ink, appearing to read "Miché Shepherd", written over a large, stylized circular flourish.

Miché Shepherd
(former Secretary/Treasurer, on behalf of the Bamfield Mushroom Festival)

Funding deposited in Bamfield Emergency Plan **25**



City of Pitt Meadows

OFFICE OF THE MAYOR

May 26, 2014

Honourable Terry Lake
Minister of Health
Room 337, Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Lake,

Re: BCEHS Resource Allocation Plan

Recent changes within the British Columbia Emergency Health Services and BC Ambulance Service have highlighted a systemic and long-standing shortfall in the number of BC Ambulance resources province-wide. There is a critical shortage of both ambulances and trained paramedics to staff them.

The Resource Allocation Plan (RAP) modifications instituted in fall 2013 have impacted the citizens of BC. However, it is only the most recent example of the Province trying to extract more work out of an exceedingly saturated system. Local Government has for too long propped up the inadequate resource levels of BC Ambulance through use of local first responder resources; primarily firefighters. While it is recognized and applauded that emergency (Code 3) response times have improved, it is also a fact that times for ambulances to attend to other less critical patients have lengthened, sometimes to entirely unacceptable periods of time. This "give and take" type of methodology does not serve the citizens appropriately.

It is a fact that BC Ambulance resource levels have not been enhanced to meet the rapid growth in call volume since the late 1990's. It is also a fact that ongoing ambulance delays at hospitals are further lengthening ambulance response times to citizens. The hospital wait issue has existed for over 20 years with very little change and it is not going away.

Paramedics, dispatchers, BC Ambulance management and virtually every other citizen in the Province explicitly recognize the problem – we need more paramedics and ambulances on the road immediately. It is incumbent on the Province to meet the expectations of their Legislation to provide effective and efficient ambulance services to the citizens of BC. The BC Ambulance is not meeting that mandate in any reasonable fashion.

The solution is not to rely upon first responders or to facilitate local government doing more. The Province has tried many “fixes” to improve ambulance response capability for many years with no success. The RAP is only the latest example. It is time to put health care first and properly fund and resource the BC Ambulance Service as a critical public safety agency.

Yours truly,



Deb Walters
Mayor

cc: Doug Bing, MLA
UBCM Member Municipalities

May 26, 2014

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

Re: 3 Year Expansion Initiatives

Dear Mr. Dyson,

Re: 3 Year Expansion Initiatives

As part of BC Transit's effort to secure expansion funding from the province, we are seeking commitments from local governments on initiatives proposed for systems. This letter is to inform you that your transit system has not been identified for expansion for the Annual Operating Agreement periods of 2015-2016 through to 2017-2018. If this correctly reflects the understanding of your Board we will not be seeking expansion funding on your behalf and will be unable to deliver service expansion in your community in the coming 15/16 year.

Expansion initiatives are primarily derived from recent service plans approved by your local government. If you feel you have not been identified in error, or your community has an interest in pursuing expansion funding not identified in a service plan, please contact me to discuss.

By communicating proposed expansion initiatives as far in advance as possible we are trying to achieve three important goals:

- Ensure the proposed 3 year expansion initiatives are aligned with the expectations of your local government.
- Attain a commitment from your local government that will allow BC Transit to proceed with the procurement and management of resources necessary to implement your expansion.
- To allow BC Transit to provide local government partners with enhanced 3 year budget forecasts that identify longer term funding requirements.

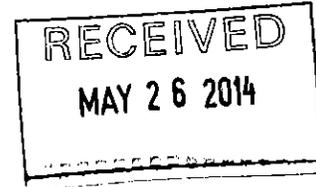
I look forward to working with you on the continued improvement of your transit service and encourage you to contact me if you have any questions.

Yours truly,



Johann van Schaik
Senior Regional Transit Manager: South Coast
Regional Transit Systems
BC Transit

May 16, 2014



Alberni Clayoquot Regional District
Parks Committee – Subcommittee: Bike Park
3008 – 5th Avenue
Port Alberni, BC V9Y 2E3

Attention: Janice Hill

Dear Janice,

The Island Timberlands Donation Committee met recently and I am very pleased to advise that the ACRD application for support of the Cougar Smith Bike Park project was successful.

Island Timberlands' cheque for \$1,000 is enclosed, along with our *Donation Terms and Conditions*. We direct our donation to "completion of the work required on the Bike Park", as requested in your donation application.

Best wishes for a safe and successful project, Janice.

Sincerely,
Island Timberlands LP

A handwritten signature in black ink, appearing to read "C. Sacht". The signature is written over a horizontal line.

Per: Carolynne Sacht
Donations Committee



ISLAND TIMBERLANDS

Office of the President
65 Front Street, 4th Floor
Nanaimo, BC V9R 5H9

Tel (250) 755-3531
Fax (250) 755-3540
dsihota@islandtimberlands.com

May 26, 2014



Scott Fraser, MLA
Parliament Buildings
Victoria, BC
V8V 1X4

Dear Mr. Fraser:

Thank you for your letter of April 22, 2014 regarding Island Timberlands' Alberni valley logging operations. As you are no doubt aware, our operations in the Port Alberni area are carried out exclusively on private Managed Forest lands. Our activities are governed by the Private Managed Forest Land Act and Regulations as well over thirty Provincial and Federal acts and regulations. All of our operations are compliant with ISO 14001 and SFI certification systems, which are subject to independent third party audits, the most recent of which was completed in January of this year.

Further to your specific concerns about slope stability in the China Creek watershed area, I can confirm that the Crown lands in this area were recently audited by the Forest Practices Board (published report). As well, the private lands were also recently subject to an Effectiveness Audit by the Private Managed Forest Land Council (published report) and a separate Watershed Investigation (expected to be published this summer). As a result of all of these audits, we believe that Island Timberlands is responsibly managing the planning and harvesting processes on our lands in this area.

With regard to your request for information regarding specifically who was involved in various aspects of our operations, we must, in light of our privacy policy, decline to disclose this information.

Thank you for your interest in Island Timberlands.

Sincerely,
Island Timberlands Limited Partnership

A handwritten signature in black ink, appearing to read "D. Sihota".

Darshan Sihota
President

cc: City of Port Alberni
✓ Alberni-Clayoquot Regional District
Cherry Creek Waterworks District
Association of BC Forest Professionals
Private Forest Land Council of BC





May 29, 2014

Ref: 14-114

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

Greetings to all:

Last May we announced our initial set of five performance audit topics. Work on three of those audit topics is well underway with published reports expected later this fiscal year. In keeping with our commitment to be transparent about our upcoming audits, I am pleased to advise that we have now identified the local governments selected for audit under the previously announced planned performance audit topics four and five. These audit topics will focus on *Local Government's Role in Ensuring Clean Drinking Water* and *Managing the Inherent Risks of Limited Human Resources within Small Local Governments*. Audit locations will be disclosed on the Auditor General for Local Government (AGLG) website (www.aglg.ca) at 10 am on May 30.

The local governments selected for audit under audit topics four and five will receive further correspondence from our office once the audit is initiated. At a later date, these local governments will also receive information describing the lines of enquiry during the survey phase (planning phase) to determine final scope of the audit and criteria for the examination phase, and requesting an opportunity to meet with representatives. These local governments will also receive information in the form of a protocol document explaining important aspects of the performance audit such as the confidentiality requirements under the *Auditor General for Local Government Act*.

Also on May 30, consistent with our annual service plan commitments to communicate future planned audit topics over an 18 month rolling period, we will be disclosing our two new performance audit topics six and seven on the AGLG website (www.aglg.ca).

As you may be aware, the planned audit topics are informed from the audit themes contained in our service plans following best efforts for a comprehensive audit planning process which involved extensive consultation and input from local governments and other stakeholders. Since my appointment I have spoken with many local government elected officials and staff at area association conventions and many other events and meetings. Your questions, comments and advice have been most welcome.

I look forward to continuing to hear from you. Please send your comments to info@aglg.ca or call the office at 604-930-7100.

Best regards,

Basia Ruta, CPA, CA
Auditor General for Local Government

cc: Chief Administrative Officers

From: [Wendy Thomson](#)
To: [Tracy Bond](#)
Subject: FW: Council Announces Changes to Council Regulation
Date: Friday, May 30, 2014 8:53:48 AM

Next Board agenda

From: Private Managed Forest Land Council [mailto:office@pmflc.ca]
Sent: Thursday, May 29, 2014 8:04 PM
To: Wendy Thomson
Subject: Council Announces Changes to Council Regulation

Having trouble viewing this email? [Click here](#)



FOR IMMEDIATE RELEASE
May 29, 2014

Dear Cindy N Solda

Changes to Private Forest Land Regulation

Council Strengthens Enforcement Measures

Victoria, B.C. - The Private Managed Forest Land Council (Council) has strengthened the enforcement provisions of the Private Managed Forest Land Council Regulation, 2007 (Regulation) by expanding the definition of owner to include contractors, employees or agents working on behalf of the owner.

While the *Private Managed Forest Land Act* (Act) contains provisions to hold contractors, employees or agents responsible for their actions, the same could not be said for the Regulation.

"These changes provide a level of consistency between the Act and the Regulation" said Rod Davis, Chair of the Council. "It broadens Council ability to pursue individuals, other than the owner, whose actions may have impacted key resources such as soils, water, fish and wildlife habitat." The amendment, which comes into force on July 01, 2014, provides Council with a consistent application of enforcement measures through both the Act and the Regulation.

A copy of the changes to the Regulation may be found on the Private Managed Forest Land Council website at: <http://www.pmflc.ca/>

The Private Managed Forest Land Council is an independent provincial agency established under the *Private Managed Forest Land Act* to administer the Managed Forest Program. The Council regulates key public environmental values on private Managed Forest land in British Columbia.

[View Regulation Change Backgrounder](#)

For further information contact:

Phil O'Connor, Executive Director
Private Managed Forest Land Council
250-386-5737 execdirec@pmflc.ca

[Forward this email](#)



This email was sent to chairperson@acrd.bc.ca by office@pmflc.ca |
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).
Private Managed Forest Land Council | 305-1627 Fort Street | Victoria | British Columbia | V8R 1H8 | Canada



PEACE RIVER REGIONAL DISTRICT

E-MAILED
May 28, 2014

Via email: premier@gov.bc.ca

Office of: Chair

May 26, 2014

The Honourable Christy Clark
Premier of BC
P.O. Box 9041 Stn. Prov. Govt.
Victoria, B.C. V8W 9E1

Dear Premier Clark:

Re: Site C Clean Energy Project Joint Review Panel Report Recommendations

Peace River Regional District Directors have reviewed the recently released Site C Clean Energy Project Joint Review Panel Report and we discussed the Panel's recommendations at our May 15, 2014 regular meeting. The Regional District Board subsequently resolved:

"That a letter be forwarded to the Premier of BC requesting that the British Columbia Utilities Commission be involved in the Site C Clean Energy Project approval process, in keeping with several recommendations of the Site C Clean Energy Project Joint Review Panel and in the interest of open and transparent decision making. Further, that the letter be copied to all BC cabinet ministers, leaders of opposition parties, Member of Parliament Bob Zimmer, South Peace MLA Mike Bernier, North Peace MLA Pat Pimm, and all UBCM members."

We request that our Provincial government endorse the Joint Review Panel's recommendations 47, 48, and 49. We believe the public's interests will be best served if, prior to any final decision being made, the Site C Project is referred to

.../2

PLEASE REPLY TO:

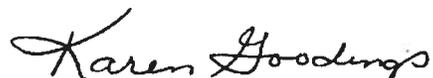
BOX 810, DAWSON CREEK, BC V1G 4H8 TELEPHONE: (250) 784-3200 or (800) 670-7773 FAX: (250) 784-3201 EMAIL: prrd.dc@prrd.bc.ca

9505 100 STREET, FORT ST. JOHN, BC V1J 4N4 TELEPHONE: (250) 785-8084 Fax: (250) 785-1125 EMAIL: prrd.fsj@prrd.bc.ca

the British Columbia Utilities Commission for public hearings and Commission review of the Project's costs and impacts on ratepayers.

We look forward to your reply.

Yours truly,



Karen Goodings,
Chair

cc. Executive Council of BC:

Honourable Amrik Virk
Honourable Andrew Wilkinson
Honourable Bill Bennett
Honourable Coralee Oakes
Honourable Don McRae
Honourable John Rustad
Honourable Mary Polak
Honourable Michael de Jong
Honourable Naomi Yamamoto
Honourable Norm Letnick
Honourable Peter Fassbender
Honourable Rich Coleman
Honourable Shirley Bond
Honourable Stephanie Cadieux
Honourable Steve Thomson
Honourable Suzanne Anton
Honourable Teresa Wat
Honourable Terry Lake
Honourable Todd Stone

Official Opposition Party of BC

Mr. Bob Zimmer, MLA Prince George – Peace River

Mr. Mike Bernier, MLA – South Peace

Mr. Pat Pimm, MLA – North Peace

UBCM Membership



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: June 11, 2014
Subject: Statement of Financial Information

Recommendation:

That the Board of Directors approve the Alberni-Clayoquot Regional District 2013 Statement of Financial Information (SOFI) including all of the statements and schedules.

Desired Outcome:

Approval of the SOFI is to be done before the June 30, 2014 submission deadline.

Summary:

The Regional District SOFI must be prepared and submitted annually to the Ministry of Community, Sport and Cultural Development in accordance with the Financial Information Act. The report must be made available for public viewing by June 30th of each year.

Background:

In past years the SOFI has been referred to as the Public Bodies report.

Policy or Legislation:

The 2013 SOFI complies with both the Financial Information Act and the Financial Information Regulation.

Submitted by: _____


Teri Fong, CPA, CGA, Manager of Finance

Approved by: _____


Russell Dyson, Chief Administrative Officer



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

STATEMENT OF FINANCIAL INFORMATION PERIOD ENDED DECEMBER 31, 2013

Table of Contents

Audited Financial Statements which includes:

- Statement of Financial Position
- Statement of Operations
- Schedule of Debenture Debt
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Statement of Severance Agreements
- Schedule of Payments to Suppliers
- Statement of Financial Information Approval
- Management Report

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Consolidated Financial Statements
Year Ended December 31, 2013

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Index to Consolidated Financial Statements

Year Ended December 31, 2013

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Consolidated Schedule of Tangible Capital Assets (<i>Schedule 2</i>)	22

Management's Responsibility for Financial Reporting

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

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

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

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



Teri Fong, CGA
Manager of Finance

Port Alberni, BC

INDEPENDENT AUDITOR'S REPORT

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

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

Management's Responsibility for the Consolidated Financial Statements

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

Auditor's Responsibility

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

(continues)

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

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

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

Basis for Qualified Opinion

The Regional District of Alberni-Clayoquot operates landfill closure facilities of which the closure and post-closure liabilities are not susceptible to satisfactory audit verification and are carried on the consolidated statement of financial position at \$1,793,632. Accordingly, our verification of this liability was limited to the amounts recorded in the accounts of the regional district and we were not able to determine whether any adjustments might be necessary to certain liabilities, expenses or surpluses.

Qualified Opinion

In our opinion, except for the effects of the matter described in the preceding paragraph, the consolidated financial statements present fairly, in all material respects the financial position of Regional District of Alberni-Clayoquot as at December 31, 2013 and the results of its operations and its cash flow for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Duncan Sobine Collyer Partners LLP.

Port Alberni, B.C.
April 23, 2014

CERTIFIED GENERAL ACCOUNTANTS

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Financial Position

Year Ended December 31, 2013

	2013	2012
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 12,740,104	\$ 13,441,238
Portfolio investments (Note 3)	746	746
Accounts receivable (Note 4)	1,206,648	1,077,692
Term receivables from municipalities (Note 5)	7,726,448	8,290,562
Municipal Finance Authority debt reserve deposit (Note 6)	587,006	578,334
Inventories for resale	26,956	26,531
	22,287,908	23,415,103
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	733,938	1,326,580
Deferred revenue	267,955	258,077
Deposits (Note 7)	45,000	44,000
Restricted revenues (Notes 8, 9)	1,688,215	2,095,451
Short term borrowing (Note 10)	-	13,500
Landfill closure liability (Note 11)	1,763,632	1,553,271
Municipal Finance Authority debt reserve (Note 6)	587,006	578,334
Capital leases (Note 12)	134,740	178,483
Debenture debt (Note 13), Schedule 1	8,601,865	9,198,802
	13,822,351	15,246,498
NET FINANCIAL ASSETS	8,465,557	8,168,605
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 14), Schedule 2	26,497,822	24,874,939
Inventories of supplies	280,252	65,924
Prepaid expenses	62,293	48,730
	26,840,367	24,989,593
ACCUMULATED SURPLUS	\$ 35,305,924	\$ 33,158,198

Contingent liabilities (Note 21)



Teri Fong, CGA
Manager of Finance

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Operations

Year Ended December 31, 2013

	2013 Budget (See Note 23)	2013 Actual	2012 Actual (restated note 15)
REVENUE			
Tax requisitions	\$ 4,559,681	\$ 4,558,945	\$ 4,405,750
Grants in lieu of taxes	30,400	81,871	77,235
Services provided to other governments	292,493	78,547	83,358
Sales of services	3,332,600	3,570,808	3,406,872
Miscellaneous revenue	188,800	515,358	344,186
Government transfers			
Conditional	3,239,841	1,527,322	5,318,231
Unconditional	130,000	126,605	269,034
	11,773,815	10,459,456	13,904,666
EXPENSES			
General government services	1,291,600	1,003,017	1,210,545
Electoral area administration	92,500	80,696	75,508
Management of development - rural	362,000	261,811	368,215
Regional planning services	152,000	87,445	124,018
Building inspection services	260,000	270,105	193,428
Park services	149,830	88,022	77,581
Fire protection services	574,393	558,525	471,592
Landfill services	2,825,400	2,282,202	2,255,769
AV water study	10,750	960	556
AV Tourism marketing	-	-	17,252
Custom transit	443,000	448,497	431,263
Airport services	395,500	315,668	338,352
Amortization of tangible capital assets	672,500	726,171	676,601
Street lighting	2,110	1,859	2,035
Emergency planning	126,971	95,558	82,983
E911 telephone services	266,000	264,396	261,613
Vancouver Island library services	378,000	377,620	356,128
South Long Beach bike path	7,200	7,100	3,500
Grant-in-aid	319,742	245,120	246,403
Noise control	37,200	35,532	9,180
Animal control	6,100	950	245
Multi-purpose arena contribution	239,350	237,844	252,293
Water systems	819,340	670,453	433,162
Salmon Beach	395,346	252,179	245,921
	9,826,832	8,311,730	8,134,143
ANNUAL SURPLUS	\$ 1,946,983	\$ 2,147,726	\$ 5,770,523

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
 Consolidated Statement of Changes in Accumulated Surplus
 Year Ended December 31, 2013

	2013 Budget (See Note 23)	2013 Actual	2012 Actual (restated note 15)
ACCUMULATED SURPLUS - BEGINNING OF YEAR	\$ 33,158,198	\$ 33,158,198	\$ 24,941,075
ANNUAL SURPLUS	1,946,983	2,147,726	5,770,523
	35,105,181	35,305,924	30,711,598
Acquisition of equity from Beaver Creek Improvement District (Note 16)	-	-	2,446,600
ACCUMULATED SURPLUS - END OF YEAR	\$ 35,105,181	\$ 35,305,924	\$ 33,158,198

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Changes in Net Financial Assets

Year Ended December 31, 2013

	2013 Budget (See Note 23)	2013 Actual	2012 Actual (restated note 15)
ANNUAL SURPLUS	\$ 1,946,983	\$ 2,147,726	\$ 5,770,523
Acquisition of prepaids	-	(13,563)	(29,347)
Acquisition of inventory of supplies	-	(214,331)	(19,732)
Acquisition of tangible capital assets	-	(2,352,351)	(5,061,937)
Amortization	672,500	726,171	676,601
Loss on write-off of tangible capital asset	-	3,300	70,638
Acquisition of net financial assets from Beaver Creek Improvement District (Note 16)	-	-	258,057
	672,500	(1,850,774)	(4,105,720)
CHANGE IN NET FINANCIAL ASSETS	2,619,483	296,952	1,664,803
NET FINANCIAL ASSETS - BEGINNING OF YEAR	8,168,605	8,168,605	6,503,802
NET FINANCIAL ASSETS - END OF YEAR	\$ 10,788,088	\$ 8,465,557	\$ 8,168,605

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Cash Flow

Year Ended December 31, 2013

	2013	2012
OPERATING ACTIVITIES		
Annual surplus	\$ 2,147,726	\$ 5,770,523
Items not affecting cash:		
Amortization of tangible capital assets	726,171	676,601
Loss on write-off of tangible capital asset	3,300	70,638
Acquisition of equity from Beaver Creek Improvement District (Note 16)	-	2,446,600
	2,877,197	8,964,362
Changes in non-cash working capital (Note 17)	(1,135,913)	354,524
	1,741,284	9,318,886
FINANCING ACTIVITIES		
Term receivables from municipalities	564,114	541,218
Proceeds from capital lease financing	-	84,270
Repayment of short term borrowing	(13,500)	(24,500)
Repayment of long term debenture debt	(435,399)	(435,400)
Repayment of obligations under capital lease	(43,743)	(48,535)
Actuarial adjustment of long term debt	(161,539)	(137,378)
	(90,067)	(20,325)
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(2,352,351)	(7,202,755)
INVESTING ACTIVITIES		
Purchase of portfolio investments	-	(746)
INCREASE (DECREASE) IN CASH FLOW	(701,134)	2,095,060
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	13,441,238	11,346,178
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 12,740,104	\$ 13,441,238
CASH FLOW SUPPLEMENTARY INFORMATION (Note 17)		
CASH AND CASH EQUIVALENTS CONSISTS OF:		
Bank balances	\$ 12,740,104	\$ 13,441,238

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

1. NATURE OF THE ORGANIZATION

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

Budget reporting

The unaudited budget information reported in the consolidated statement of operations, the consolidated statement of changes in accumulated surplus and the consolidated statement of changes in net financial assets represents the 2013 budget as adopted by the District's Board on March 27, 2013.

Financial instruments

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

Investments

Investments are carried at cost which approximate market value.

Portfolio investments

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

Inventory

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

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

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

Revenue and expenditure recognition

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

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

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

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

Deferred and restricted revenues

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

Accrued Employee Benefits

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

Post Employment Benefits

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

Debenture debt

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

Government transfers

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

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

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

Tangible capital assets

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

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

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

Measurement uncertainty

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

3. PORTFOLIO INVESTMENTS

	2013	2012
Alberni District Co-op Association equity shares	\$ 746	\$ 746

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

4. ACCOUNTS RECEIVABLE

	2013	2012
Trade and other receivables	\$ 482,946	\$ 447,792
Goods and services tax recoverable	67,198	140,572
Government of Canada	624,692	382,278
Province of British Columbia	8,345	67,695
Local governments	24,467	40,355
Subtotal	1,207,648	1,078,692
Less allowances for doubtful accounts	(1,000)	(1,000)
Accounts receivable - net	\$ 1,206,648	\$ 1,077,692

5. TERM RECEIVABLES FROM MUNICIPALITIES

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

	2013	2012
City of Port Alberni	\$ 3,123,974	\$ 3,376,316
District of Tofino	1,012,933	1,050,911
District of Ucluelet	1,905,841	1,979,411
Multiplex Arena	1,683,700	1,883,924
	\$ 7,726,448	\$ 8,290,562

6. DEBT RESERVE FUND

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

7. DEPOSITS

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

	2013	2012
Performance deposits	\$ 45,000	\$ 44,000

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

8. RESTRICTED REVENUES

	2013	2012 (restated note 15)
Development cost charges (Note a)	\$ 3,699	\$ 3,649
Deferred project contribution - Beaver Creek North Reservoir (Note b)	-	64,315
Gas tax unspent funds (Note 9)	1,684,516	2,027,487
	\$ 1,688,215	\$ 2,095,451

- a) The regional district receives contributions from developers for the development of the water and sewer infrastructure. These restricted contributions are recognized as revenue in the years in which the capital projects are undertaken. Developer contributions paid in advance of infrastructure works are recorded as restricted revenue. Developer contributions received during the year were \$NIL (2012 - \$3,622). Interest earned on developer contributions is restricted and deferred; interest earned during the year was \$50 (2012 - \$27). Developer contributions expended on capital projects during the year was \$Nil (2012 - \$Nil).
- b) As a result of the conversion of the Beaver Creek Improvement District to a service area of the Regional District (Note 16) on May 31, 2012, the Regional District assumed responsibility for the North Reservoir Project. A \$150,000 project contribution was received in 2010 from the Kackaamin Family Development Centre (formerly known as Kakawis) to be used to partially offset the costs of upgrading the North Reservoir booster pump station, replacing existing 4 inch main to 6 inch main and using any remaining funds to replace existing 6 inch main with new 8 inch main for the North Beaver Creek Road Area. As the contributions are externally restricted in their use, they are recognized as revenue contributions when the eligible related expenditures are incurred. The second phase of this project was completed in 2013 and the remainder of the Kackaamin Family Development Centre contribution was spent. Therefore, the unspent portion of funds as at December 31, 2013 is \$NIL (December 31, 2012 - \$64,315).

9. GAS TAX AGREEMENT PROGRAM

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

	2013	2012 (restated note 15)
Opening balance of unspent funds	\$ 2,027,487	\$ 2,138,445
Add amount received during the year	451,882	452,069
Add interest earned	25,812	29,180
Less eligible expenditures made during the year	(820,665)	(592,208)
Closing balance of unspent funds	\$ 1,684,516	\$ 2,027,486

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

10. SHORT TERM BORROWING

The following amounts have been borrowed from MFA on a short term basis. The short term debt was paid off in August 2013.

	2013	2012
Salmon Beach Land	\$ -	\$ 13,500

11. SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Regional District of Alberni-Clayoquot operates the Alberni Valley Landfill and the West Coast Landfill. These sites are subject to closure and post-closure requirements as determined by the British Columbia Ministry of Environment. In accordance with Public Sector Accounting and Auditing Standards, financial statements should recognize a liability for closure and post-closure care as a landfill site's capacity is used. Each year the Regional District makes a contribution to the Closure and Post Closure Fund to offset future liabilities that will be incurred when the landfills reach capacity and are closed. The estimated closure date of the Alberni Valley Landfill is 2096 while the estimated closure date of the West Coast Landfill is 2095. A capacity study for the Alberni Valley Landfill was updated in 2013 and a capacity study for the West Coast Landfill was completed in 2013. Both reports have been reviewed by the Province of British Columbia Ministry of Environment.

12. OBLIGATIONS UNDER CAPITAL LEASES

The Regional District has financed assets under capital leases in the amount of \$243,320 (2012 - \$243,320), consisting of the Bamfield Volunteer Fire Department Hall and the Long Beach Airport Kubota loader. Principal payments on these capital leases in 2013 totaled \$43,744 (2012 - \$48,535). The outstanding obligation balance for leased capital assets as at December 31, 2013 was \$134,740 (2011- \$178,483).

All capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1%. An interest adjustment is made at the time of the final payment. In 2013, interest expenditures related to lease liabilities were \$3,169 (2012- \$3,144).

The remaining lease payment commitments are:

2014	\$ 46,913
2015	46,913
2016	34,751
2017	<u>10,339</u>
Total minimum lease payments	138,916
Less: amount representing interest	<u>4,176</u>
Net obligation under capital lease	<u>\$ 134,740</u>

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

13. DEBENTURE DEBT

Currently, all borrowings for the District are with the Municipal Finance Authority of BC (MFA). Debt interest costs are charged against revenue as incurred. The debenture debt "Schedule 1" reflects the amount of debenture debt payable.

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

2014	\$	435,399
2015		435,399
2016		354,021
2017		310,107
2018		310,107
Thereafter		<u>6,756,832</u>
	\$	<u>8,601,865</u>

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

14. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2013 Net book value	2012 Net book value
Airport	\$ 6,824,351	\$ 927,246	\$ 5,897,105	\$ 5,735,160
Fire departments	4,458,506	2,029,166	2,429,340	1,996,064
Office and administration	1,798,242	1,203,473	594,769	583,876
Land	4,644,276	-	4,644,276	4,510,276
Landfills	9,489,567	1,535,833	7,953,734	7,810,052
Parks	356,078	114,518	241,560	128,325
Salmon beach	626,097	197,139	428,958	445,027
Water systems	2,361,608	1,313,417	1,048,191	1,076,181
Beaver Creek water system	5,502,317	2,694,495	2,807,822	1,752,461
Assets under construction	452,067	-	452,067	837,517
	\$ 36,513,109	\$ 10,015,287	\$ 26,497,822	\$ 24,874,939

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

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

15. PRIOR PERIOD RESTATEMENT

The prior period has been restated as follows:

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

The effects of the above restatements are as follows:

	As reported	Note a	Note b	As restated
Cash and cash equivalents	\$ 13,542,875	\$ -	\$ (101,637)	\$ 13,441,238
Accumulated surplus December 31, 2012	33,259,835	-	(101,637)	33,158,198
Services provided to other governments	96,978	(13,620)	-	83,358
Miscellaneous revenue	551,785	(114,077)	(93,523)	344,185
Government transfers - conditional	5,910,440	(592,209)	-	5,318,231
General government services	(1,175,746)	(34,799)	-	(1,210,545)
Electoral area administration	(667,717)	592,209	-	(75,508)
Fire protection services	(467,097)	3,620	(8,114)	(471,591)
Grant-in-aid	(284,403)	38,000	-	(246,403)
Multi-purpose arena contribution	(328,370)	76,077	-	(252,293)
AV Health Network	(44,799)	44,799	-	-
Annual surplus	5,872,160	-	(101,637)	5,770,523

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

16. ACQUISITION OF EQUITY FROM BEAVER CREEK IMPROVEMENT DISTRICT

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

	2012
Cash	\$ 301,893
Accounts receivable	271,426
Portfolio investments	746
Accounts payable and accrued liabilities	(65,428)
Deferred revenue	(186,265)
Restricted revenue	(64,315)
NET FINANCIAL ASSETS	258,057
Tangible capital asset	4,746,036
Less accumulated amortization	(2,605,218)
Inventory of supplies	46,192
Prepays	1,533
TOTAL ACQUISITION OF EQUITY	\$ 2,446,600

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

	2013	2012 (restated note 15)
Accounts receivable	\$ (128,956)	\$ (449,065)
Inventories for resale	(425)	14,322
Inventories of supplies	(214,328)	(65,924)
Accounts payable and accrued liabilities	(592,644)	803,921
Deferred revenue	9,878	50,913
Prepaid expenses	(13,563)	(30,879)
MFA Debt reserve deposit	(8,672)	(5,217)
Deposits	1,000	(117,705)
MFA debt reserve	8,672	5,217
Restricted revenues	(407,236)	(42,994)
Landfill closure liability	210,361	191,935
	\$ (1,135,913)	\$ 354,524

18. FINANCIAL INSTRUMENTS

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

19. THE NORTH ISLAND 9-1-1 CORPORATION

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

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

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

20. RELATED PARTIES

The Alberni-Clayoquot Regional District is related to the Alberni-Clayoquot Regional Hospital District as the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$18,000 of administrative support services from the Alberni-Clayoquot Regional District.

21. CONTINGENT LIABILITIES AND COMMITMENTS

a) CLAIMS

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

b) ENVIRONMENTAL REGULATIONS

The District is subject to environmental regulations which cover different aspects of its operations. These regulations may require future expenditures to meet applicable standards and subject the District to possible penalties for past violations. Any amounts required to meet obligations will be charged to operations or capitalized, as appropriate. No amounts can be estimated at this time and therefore no liabilities have been recorded at December 31, 2013.

c) PENSION LIABILITY

The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 179,000 active members and approximately 71,000 retired members. Active members include 22 contributors from the Regional District of Alberni-Clayoquot.

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

21. CONTINGENT LIABILITIES AND COMMITMENTS *(continued)*

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan. The District paid \$93,697 for employer contributions to the plan in fiscal 2013 (2012 - \$83,023). Employees contributed \$101,608 to the plan in fiscal 2013 (2012 - \$89,745).

d) SICK LEAVE ENTITLEMENTS

Based on obligations as determined by collective agreements and contractual arrangements for sick leave, employees' sick leave entitlements accumulate. However as sick leave benefits are only payable for sick leave and are not payable upon leaving the regional district the amounts are recognized as an expense only when a claim is made. As at December 31, 2013 accumulated sick leave amounted to \$295,674 (2012 - \$245,825).

e) CONTRACTUAL OBLIGATIONS FOR LEASED PREMISES

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

f) CONTRACTUAL OBLIGATIONS FOR LEASED EQUIPMENT

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

g) NORTH RESERVOIR PROJECT CAPITAL COMMITMENT

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District (*Note 16*), the Regional District assumed responsibility for the North Reservoir Project. The estimated North Reservoir project costs based on April and June 2009 cost estimates with known cost change orders and estimated cost increases is approximately \$426,000. To December 31, 2013 monies have been expended totaling \$285,093. The Kackaamin Family Development Centre contribution (*Note 8*) remaining to expend on this project is \$NIL (December 31, 2012 - \$64,315). The remainder of the estimated project costs to be funded by the Regional District are \$140,900 as at December 31, 2013.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

22. BUDGET RECONCILIATION

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 27, 2013. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

Adjustments to the 2013 budgeted annual surplus

Consolidated financial plan balanced cash budget as approved March 27, 2013	\$ 171,096
Add transfers to reserves	4,690,254
Less surplus from prior years	(1,776,271)
Less committed surplus from prior years	(465,596)
Less amortization	(672,500)
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Consolidated accrual budgeted annual surplus	\$ 1,946,983
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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2013

Purpose	By-law	MFA Issue	Type of Security Issued	Maturity date	Term	Rate	Amount Borrowed	Total instalments to date	Actuarial addition	2013 Balance	2012 Balance	2014 Requirements as of December 31, 2013	
												Principal	Interest
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	25	4.660%	\$ 3,375,064	\$ 618,591	\$ 21,502	\$ 2,734,971	\$ 2,837,515	\$ 81,042	\$ 157,278
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	10	4.660%	438,170	278,570	9,683	149,917	196,096	36,496	20,419
Port Alberni 1004	1004	64	Sinking fund	25 Sep 2016	10	4.430%	245,300	182,922	8,775	53,603	69,797	7,419	10,867
Port Alberni 1060	1060	92	Sinking fund	04 Jun 2015	10	5.100%	797,642	591,170	20,989	185,483	272,908	66,436	36,293
Ucluelet F1074	F1095	117	Sinking fund	14 Jun 2036	25	3.250%	1,948,000	93,551	1,871	1,852,578	1,901,225	46,775	63,310
Ucluelet 829	F1037	73	Sinking fund	01 Dec 2015	15	3.150%	300,000	236,756	9,982	53,262	78,187	14,942	19,050
Tofino F1062	1062	97	Sinking fund	19 Apr 2016	25	4.650%	1,250,000	229,103	7,964	1,012,933	1,050,911	30,014	58,250
Arena F1027	F1037	73	Sinking fund	01 Dec 2020	20	3.150%	3,579,209	1,852,906	78,042	1,648,261	1,844,951	118,648	112,745
Arena F1027	F1041	75	Sinking fund	01 Dec 2020	20	3.050%	68,332	31,425	1,468	35,439	38,973	2,067	2,084
Salmon Beach F1079	F1096	117	Sinking fund	12 Oct 2031	20	3.250%	939,800	63,120	1,263	875,417	908,240	31,560	30,544
\$ 8,601,864											\$ 9,198,803	\$ 435,399	\$ 510,840

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Consolidated Schedule of Tangible Capital Assets

(Schedule 2)

Year Ended December 31, 2013

	Cost			Accumulated Amortization				2013 Net Book Value	2012 Net Book Value	
	Opening Balance	Acquisitions	Disposals	Closing Balance	Opening Balance	Amortization	Disposals			2013
Airport	\$ 6,462,836	\$ 361,515	\$ -	\$ 6,824,351	\$ (727,675)	\$ (199,571)	\$ -	\$ (927,246)	\$ 5,897,105	\$ 5,735,161
Fire department	3,901,033	557,473	-	4,458,506	(1,904,969)	(124,197)	-	(2,029,166)	2,429,340	1,996,064
Office and administration	1,734,252	63,989	-	1,798,241	(1,150,376)	(53,097)	-	(1,203,473)	594,768	583,876
Land	4,510,276	134,000	-	4,644,276	-	-	-	-	4,644,276	4,510,276
Landfills	9,228,211	261,356	-	9,489,567	(1,418,158)	(117,675)	-	(1,535,833)	7,953,734	7,810,053
Parks	226,928	133,650	(4,500)	356,078	(98,603)	(17,115)	1,200	(114,518)	241,560	128,325
Salmon Beach	617,280	8,817	-	626,097	(172,253)	(24,886)	-	(197,139)	428,958	445,027
Water systems	2,304,685	56,922	-	2,361,607	(1,228,505)	(84,912)	-	(1,313,417)	1,048,190	1,076,180
Beaver Creek water system	4,342,238	1,160,079	-	5,502,317	(2,589,777)	(104,718)	-	(2,694,495)	2,807,822	1,752,461
Under construction	837,517	(385,450)	-	452,067	-	-	-	-	452,067	837,517
	\$ 34,165,256	\$ 2,352,351	\$ (4,500)	\$ 36,513,107	\$ (9,290,316)	\$ (726,171)	1,200	\$ (10,015,287)	\$ 26,497,820	\$ 24,874,940

The accompanying notes are an integral part of these financial statements



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Guarantee and Indemnity Agreements

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Remuneration and Expenses

1. Elected Officials

Name	Position	Remuneration	Expenses
Banton, Lucas	Director	\$7,116	\$8,724
Bennett, Tony	Director	\$10,676	\$13,994
Cote, Penny	Vice-Chair	\$10,424	\$11,426
Craig, Pamela	Alternate Director	\$107	\$53
Douglas, John	Alternate Director	\$120	\$151
Geall, Eric	Director	\$9,284	\$13,506
Jack, John	Director	\$0	\$4,088
Irving, Bill	Director	\$6,390	\$5,324
Kokura, Mike	Director	\$7,701	\$7,217
Lacoursiere, Rene	Alternate Director	\$107	\$53
McCarthy, Alan	Director	\$0	\$2,316
McLeman, Jack	Director	\$4,644	\$2,414
McMaster, Duncan	Alternate Director	\$554	\$406
McNabb, John	Director	\$6,915	\$3,457
Myres, Linda	Alternate Director	\$120	\$208
Osborne, Josie	Director	\$5,789	\$4,913
Pemberton, Clive	Alternate Director	\$120	\$170
Price, Lyle	Alternate Director	\$1,179	\$589
Rogers, Lindsay	Alternate Director	\$107	\$53
Solda, Cindy	Chair	\$11,709	\$9,838
Wong, Glenn	Director	\$87	\$98
Total Elected Officials		\$83,148	\$88,999

2. Other Employees (excluding those listed in Part 1 above)

Name	Position	Remuneration	Expenses
Daniel, Andrew	Manager of Environmental Services	\$87,217	\$6,533
Dyson, Russell	Chief Administrative Officer	\$126,501	\$2,230
Fong, Teri	Manager of Finance	\$91,607	\$3,527
Forsyth, Bruce	Maintenance Technician Leadhand	\$77,112	\$1,344
Irg, Michael	Manager of Planning	\$96,336	\$2,168
Looker, Bryan K	Maintenance Technician	\$78,486	\$529
Thomson, Wendy	Manager of Admin Services	\$97,793	\$339
Consolidated total of other employees with remuneration of \$75,000.00 or less		\$741,001	\$15,237
Total Other Employees		\$1,396,053	\$31,907



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Remuneration and Expenses (Continued)

3. Reconciliation

Total Remuneration – Elected Officials	\$83,148
Total Remuneration – Other Employees	\$1,396,053
Subtotal	\$1,479,201
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Severance Agreements

There were no severance agreements made between the Regional District of Alberni-Clayoquot and its non-unionized employees during the 2013 fiscal year.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers

1. Suppliers who received aggregate payments exceeding \$25,000.00

Supplier Name	Aggregate Amount Paid to Supplier
Alpine Line Painting	\$29,306
Andrew Sheret Ltd.	\$58,394
AON Reed Stenhouse Inc	\$40,549
Barkley Sound Management	\$119,857
BC Hydro	\$121,677
BC Transit	\$137,448
Berry & Vale Contracting Ltd	\$1,529,508
Bowerman Excavating Ltd	\$273,915
Bull Housser	\$166,905
Butler, Les	\$36,554
Certitech IT Services	\$58,050
City of Port Alberni	\$88,228
Coastal Bridge & Construction	\$40,541
Dagert, Tanis	\$56,517
David Stalker Excavating Ltd.	\$886,028
Deer Bay Contracting	\$49,421
Enex Fuels	\$62,815
Fyfe's Well & Water Services	\$54,703
Heatherbrae Builders Co. Ltd.	\$201,705
Holder, Dan	\$49,205
IGI Consulting Inc	\$56,074
J. Robbins Construction	\$190,181
Kamma & Blake Industries	\$25,576
Koers & Associates Engineering Ltd	\$180,768
McCoy Lake Excavating Ltd	\$38,176
McGill & Associates Engineering	\$139,348
MFA Leasing	\$51,180
Municipal Finance Authority	\$959,903
Municipal Insurance Association	\$33,263
Municipal Pension Plan	\$189,732
North Island 911 Corporation	\$258,448
North Island Laboratories	\$37,194
Pacific Blue Cross	\$51,446
Piteau Associates	\$56,411
Prairecoast Equipment	\$43,344
Rayner Bracht Ltd.	\$26,888
Receiver General for Canada	\$392,773



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

1. **Suppliers who received aggregate payments exceeding \$25,000 (continued)**

R.J Duncan & Associates	\$25,729
Sonbird Refuse & Recycling	\$231,994
Stewart McDannold Stuart	\$136,178
Sun Coast Waste Services	\$283,651
Team Eagle Ltd.	\$262,789
Telus	\$39,657
Tofino Airlines Ltd.	\$30,815
Vancouver Island Regional Library	\$374,620
WL Solutions Ltd	\$29,381
Total Suppliers Equal & Over \$25,000	\$8,206,845
Total Suppliers Under \$25,000	\$1,279,755
Total Suppliers	\$9,486,600



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

2. Suppliers who received payments for grants and contributions

Supplier Name	Aggregate Amount Paid to Supplier
Alberni District Fall Fair Association	\$1,000
Alberni Valley Chamber of Commerce	\$3,000
Alberni Valley Community School	\$500
Alberni Valley Hospice Society	\$10,320
Alberni Valley Rescue Squad	\$6,000
Alberni Valley Wrestling Club	\$2,500
Bamfield Community Affairs Society	\$10,000
Bamfield Harbour Authority	\$6,821
Beaver Creek Community Club	\$12,693
Central Westcoast Forest Society	\$3,500
City of Port Alberni	\$134,847
Coastal Family Resource Coalition	\$3,778
Jericho Road Church	\$2,550
Music by the Sea	\$2,000
North Island Film Commission	\$7,500
Pacific Rim Whale Festival Society	\$2,000
Port Alberni Assoc for Children with Disabilities	\$25,000
Port Alberni Victim Services Society	\$11,000
Raincoast Education Society	\$2,000
Special Olympics BC Port Alberni	\$1,500
Sproat Lake Community Association	\$12,000
Strawberry Isle Research Society	\$1,000
Vancouver Island University	\$13,261
West Coast Aquatic	\$52,000
West Coast Community Resources Society	\$15,000
West Coast Inland Search & Rescue Society	\$6,000
Total Grants and Contributions	\$347,770



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

3. Reconciliation

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$8,206,845
Consolidated Total of Payments Less Than \$25,000.00	\$1,279,755
Total of Aggregate Payments for Grants & Contributions	\$347,770
Subtotal	\$9,834,370
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Cindy N. Solda, Chair
June 11, 2014

Teri Fong, CPA, CGA, Manager of Finance
June 2, 2014



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. The Board meets with management and the external auditors once a year.

The Manager of Finance has the responsibility for assessing the management systems and practices of the Regional District.

The external auditors, Duncan Sabine Collyer Partners LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors and may meet with it as required.

On behalf of the Alberni-Clayoquot Regional District

Teri Fong, CPA, CGA
Manager of Finance
June 2, 2014



REQUEST FOR DECISION

TO: Board of Directors
FROM: Teri Fong, CPA, CGA, Manager of Finance
DATE: June 4, 2014
RE: Finance Warrant No.541

Recommendation:

That the Board of Directors approves Finance Warrant Number 541 in the amount of \$1,046,363.99 dated May 31, 2014.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

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

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

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

6. COMMUNICATION ISSUES - none

Submitted by: Teri Fong, CGA, Manager of Finance

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



AP5100

Date : Jun 04, 2014

Page : 1

Time : 10:48 am

Supplier : 0004 To T9193
Trans. Date : 01-May-2014 To 31-May-2014
Cheque Date : 01-May-2014 To 31-May-2014
Cheque No. : All
Batch No. : All

Bank : 0099 To 3
Status : All
Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0016	ACE COURIER SERVICES					
35690	26-May-2014	Issued	112	C		323.14
14113450	01-4-2500-000	PAYABLES - TRADE		144.49		
Invoice Description --> BCWS - SHIPPING COST						
14113437	01-4-2500-000	PAYABLES - TRADE		178.65		
Invoice Description --> BCWS - SHIPPING COST						
Total :				323.14	0.00	323.14
Supplier Total :				323.14	0.00	323.14
0019	0946982 BC LTD (DBA - ACE FLAGGING)					
00049-0001	14-May-2014	Issued	104	T		733.38
102-1894	01-4-2500-000	PAYABLES - TRADE		733.38		
Invoice Description --> BCWS - GRANDVIEW ROAD WATER BREAK						
Total :				733.38	0.00	733.38
Supplier Total :				733.38	0.00	733.38
00050-0001	28-May-2014	Issued	111	T		469.36
102-1904	01-4-2500-000	PAYABLES - TRADE		469.36		
Invoice Description --> BCWS - GRANDVIEW ROAD BREAK						
Total :				469.36	0.00	469.36
Supplier Total :				1202.74	0.00	1202.74
0020	ALS ENVIRONMENTAL					
35631	12-May-2014	Issued	105	C		371.44
L1447347	01-4-2500-000	PAYABLES - TRADE		371.44		
Invoice Description --> AVLF - OVERFLOW TESTING						
Total :				371.44	0.00	371.44
Supplier Total :				371.44	0.00	371.44
0021	ALBERNI DISTRICT CO-OP ASSOCIATION					
35691	26-May-2014	Issued	112	C		1859.35
SLVFD - APR/14	01-4-2500-000	PAYABLES - TRADE		22.02		
Invoice Description --> SLVFD - APRIL 2014 FUEL COSTS						
BCVFD - APR/14	01-4-2500-000	PAYABLES - TRADE		216.72		
Invoice Description --> BCVFD - APRIL 2014 FUEL COSTS						
BCWS - APR/14	01-4-2500-000	PAYABLES - TRADE		647.23		
Invoice Description --> BCWS - APRIL 2014 VEHICLE FUEL						
ACRD - APR/14	01-4-2500-000	PAYABLES - TRADE		973.38		
Invoice Description --> ACRD - APRIL 2014 FUEL COSTS						
Total :				1859.35	0.00	1859.35
Supplier Total :				1859.35	0.00	1859.35
0030	ACKLANDS-GRAINGER INC.					

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



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Bank : 0099 To 3
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Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0004 To T9193
Trans. Date : 01-May-2014 To 31-May-2014
Cheque Date : 01-May-2014 To 31-May-2014
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	
35632	12-May-2014	Issued	105	C		913.33
4354 0520546	01-4-2500-000	PAYABLES - TRADE		69.83		
Invoice Description --> BCVFD - FIRE EXTINGUISHERS - EQUIPMENT						
4354 0520224	01-4-2500-000	PAYABLES - TRADE		366.37		
Invoice Description --> BCVFD - FACE PIECE & ASSEMBLY - EQUIPMENT						
4354 0519796	01-4-2500-000	PAYABLES - TRADE		477.13		
Invoice Description --> BCVFD - EQUIPMENT						
Total :				913.33	0.00	913.33
Supplier Total :				913.33	0.00	913.33

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0032	ALBERNI LANDSCAPING					
00050-0002	28-May-2014	Issued	111	T		1377.60
5640	01-4-2500-000	PAYABLES - TRADE		1377.60		
Invoice Description --> AVRA - SPRAYING WEEDS ALONG RD SIDE FENCE AND WEATHER STATION						
Total :				1377.60	0.00	1377.60
Supplier Total :				1377.60	0.00	1377.60

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0044	ALBERNI TOYOTA					
35633	12-May-2014	Issued	105	C		13.71
S115-033114	01-4-2500-000	PAYABLES - TRADE		0.27		
Invoice Description --> SLVFD - SERVICE CHARGES MARCH 2014						
29232	01-4-2500-000	PAYABLES - TRADE		13.44		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
Total :				13.71	0.00	13.71
Supplier Total :				13.71	0.00	13.71

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0056	AIRGAS CANADA INC.					
35634	12-May-2014	Issued	105	C		24.86
185581	01-4-2500-000	PAYABLES - TRADE		24.86		
Invoice Description --> SLVFD - MONTHLY GAS SUPPLIES - MARCH 2014						
Total :				24.86	0.00	24.86
Supplier Total :				24.86	0.00	24.86

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0059	ADELHARDT CONCRETE PLUS					
35692	26-May-2014	Issued	112	C		5739.15
262261	01-4-2500-000	PAYABLES - TRADE		1341.05		
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL						
262266	01-4-2500-000	PAYABLES - TRADE		1939.09		
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL						
262265	01-4-2500-000	PAYABLES - TRADE		2459.01		
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL						

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



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Supplier : 0004 To T9193
Trans. Date : 01-May-2014 To 31-May-2014
Cheque Date : 01-May-2014 To 31-May-2014
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				5739.15	0.00	5739.15
Supplier Total :				5739.15	0.00	5739.15

0060 ALBERNI COMMUNICATIONS & ELECTRONICS

35635	12-May-2014		Issued	105	C	1315.16	
16840	01-4-2500-000	PAYABLES - TRADE			127.01		
Invoice Description --> BCVFD - IMPRESS 750/860 BATTERY							
16862	01-4-2500-000	PAYABLES - TRADE			1188.15		
Invoice Description --> LBA TRUCK - 2011 FORD F-150 - RADIO & INSTALL							
Total :					1315.16	0.00	1315.16
Supplier Total :					1315.16	0.00	1315.16

0131 AGS BUSINESS SYSTEMS INC.

35693	26-May-2014		Issued	112	C	134.40	
722001	01-4-2500-000	PAYABLES - TRADE			134.40		
Invoice Description --> SLVFD - COPIER EXPENSES - 6 MONTH SERVICE AGREEMENT							
Total :					134.40	0.00	134.40
Supplier Total :					134.40	0.00	134.40

0209 ALPINE BIKE PARKS CANADA LTD.

00050-0003	28-May-2014		Issued	111	T	1818.40	
83	01-4-2500-000	PAYABLES - TRADE			1818.40		
Invoice Description --> SL PARKS - COUGAR SMITH PARK BIKE PARK - CAPITAL							
Total :					1818.40	0.00	1818.40
Supplier Total :					1818.40	0.00	1818.40

0270 ANDREW SHERET LTD.

00049-0002	14-May-2014		Issued	104	T	6485.03
DISCOUNTAPR14	01-4-2500-000	PAYABLES - TRADE			-126.32	
Invoice Description --> BCWS - DISCOUNT FOR EARLY PAYMENT - MAY 2014						
03-066366	01-4-2500-000	PAYABLES - TRADE			286.01	
Invoice Description --> BCWS - WATER BREAK REPAIR PARTS & SYSTEM SUPPLIES						
03-065407	01-4-2500-000	PAYABLES - TRADE			315.77	
Invoice Description --> BCWS - TWISDEN RD GRADER						
03-065390	01-4-2500-000	PAYABLES - TRADE			339.70	
Invoice Description --> BCWS - STOCK GRADER						
03-066467	01-4-2500-000	PAYABLES - TRADE			544.80	
Invoice Description --> BCWS - WATER SYSTEM REPAIRS						
03-064961	01-4-2500-000	PAYABLES - TRADE			930.86	
Invoice Description --> BCWS - STRICT ROAD SYSTEM SUPPLIES						
03-065965	01-4-2500-000	PAYABLES - TRADE			1742.94	
Invoice Description --> BCWS - WATER SYSTEM REPAIRS						

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



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Supplier : 0004 To T9193
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 Cheque No. : All
 Batch No. : All

Bank : 0099 To 3
 Status : All
 Medium :
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
03-065024	01-4-2500-000	PAYABLES - TRADE		2451.27		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
Total :				6485.03	0.00	6485.03
Supplier Total :				6485.03	0.00	6485.03

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0290	ALBERNI PAVING & CONTRACTING LTD.					
35694	26-May-2014		Issued	112	C	8593.20
MAY17/14	01-4-2500-000	PAYABLES - TRADE		8593.20		
Invoice Description --> BCWS - KITSUKSIS ROAD WATER BREAK						
Total :				8593.20	0.00	8593.20
Supplier Total :				8593.20	0.00	8593.20

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0396	ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES					
35695	26-May-2014		Issued	112	C	916.66
2014-01	01-4-2500-000	PAYABLES - TRADE		916.66		
Invoice Description --> 2014 AVICC ANNUAL DUES						
Total :				916.66	0.00	916.66
Supplier Total :				916.66	0.00	916.66

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0455	ALBERNI VALLEY REFRIGERATION LTD.					
35696	26-May-2014		Issued	112	C	525.00
20140721	01-4-2500-000	PAYABLES - TRADE		115.50		
Invoice Description --> ACRD - CREDIT UNION EXTREMELY HOT - LOCKED OUT THERMOSTAT						
20140647	01-4-2500-000	PAYABLES - TRADE		409.50		
Invoice Description --> LBA - HEATING & COOLING SYSTEM MAINTENANCE						
Total :				525.00	0.00	525.00
Supplier Total :				525.00	0.00	525.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0473	BC FIRE TRAINING OFFICERS ASSOCIATION					
35689	22-May-2014		Issued	107	C	275.00
CONF14A	01-4-2500-000	PAYABLES - TRADE		275.00		
Invoice Description --> SLVFD - 2014 CONFERENCE REGISTRATION - MACDONALD						
Total :				275.00	0.00	275.00
Supplier Total :				275.00	0.00	275.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
0508	BAMFIELD BUILDERS SUPPLY					
35697	26-May-2014		Issued	112	C	12.89
168203	01-4-2500-000	PAYABLES - TRADE		12.89		
Invoice Description --> BWS - CHAIN & SCREWS TO HANG SIGN						
Total :				12.89	0.00	12.89

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



AP5100 **Page : 5**
Date : Jun 04, 2014 **Time :** 10:48 am
Bank : 0099 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0004 To T9193
Trans. Date : 01-May-2014 To 31-May-2014
Cheque Date : 01-May-2014 To 31-May-2014
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	
Supplier Total :					12.89	0.00	12.89
<hr/>							
0530	BEST WESTERN BARCLAY HOTEL						
35636	12-May-2014		Issued	105	C	305.97	
2014003031	01-4-2500-000	PAYABLES - TRADE			305.97		
Invoice Description -->		SLVFD MTG APRIL 7 - \$164.75, FIRE CHEIFSMTG APRIL 17 - \$141.22					
Total :					305.97	0.00	305.97
Supplier Total :					305.97	0.00	305.97
<hr/>							
0556	BARKLEY SOUND MANAGEMENT						
00049-0003	14-May-2014		Issued	104	T	11701.38	
495485	01-4-2500-000	PAYABLES - TRADE			5751.38		
Invoice Description -->		SALMON BEACH - SEWAGE \$2461.38 TRANSPORTATION \$3290					
2014-05	01-4-2500-000	PAYABLES - TRADE			5950.00		
Invoice Description -->		SB MGMT CONTRACT APRIL 16 TO MAY 15, 2014					
Total :					11701.38	0.00	11701.38
Supplier Total :					11701.38	0.00	11701.38
<hr/>							
0660	BC HYDRO						
35637	12-May-2014		Issued	105	C	608.14	
400002263234	01-4-2500-000	PAYABLES - TRADE			608.14		
Invoice Description -->		SLVFD - LAKESHORE ROAD FIRE HALL HYDRO - JAN 30/14 TO MAR 28/14					
Total :					608.14	0.00	608.14
Supplier Total :					608.14	0.00	608.14
<hr/>							
0673	BC ONE CALL						
35638	12-May-2014		Issued	105	C	60.90	
201405802	01-4-2500-000	PAYABLES - TRADE			60.90		
Invoice Description -->		BCWS - 1ST QUARTER 2014 MEMBERSHIP FEES					
Total :					60.90	0.00	60.90
Supplier Total :					60.90	0.00	60.90
<hr/>							
0677	BC WATER & WASTE ASSOC.						
35699	26-May-2014		Issued	112	C	60.00	
CCC-10186-2014	01-4-2500-000	PAYABLES - TRADE			60.00		
Invoice Description -->		2014 MEMBERSHIP - ANDY DANIEL - CCC ADMINISTRATION					

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Supplier : 0004 To T9193
 Trans. Date : 01-May-2014 To 31-May-2014
 Cheque Date : 01-May-2014 To 31-May-2014
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 Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Total :					60.00	0.00	60.00
Supplier Total :					60.00	0.00	60.00

0700	BC TRANSIT						
35639	12-May-2014	Issued	105	C		13732.00	
314602	01-4-2500-000	PAYABLES - TRADE			13732.00		
Invoice Description --> MARCH 2014 CUSTOM TRANSIT							
Total :					13732.00	0.00	13732.00
Supplier Total :					13732.00	0.00	13732.00

0735	BEAVER CREEK COMMUNITY CLUB						
35640	12-May-2014	Issued	105	C		50.00	
JUN11/14	01-4-2500-000	PAYABLES - TRADE			50.00		
Invoice Description --> BEAUFORT APC JUNE 11, 2014							
Total :					50.00	0.00	50.00
Supplier Total :					50.00	0.00	50.00

0740	BEAVER CREEK HOME CENTER						
35641	12-May-2014	Issued	105	C		38.02	
607109	01-4-2500-000	PAYABLES - TRADE			38.02		
Invoice Description --> BUILDING INSPECTION - SUPPLIES - TAPE 200' OPEN REEL							
Total :					38.02	0.00	38.02
35700	26-May-2014	Issued	112	C		159.72	
600378	01-4-2500-000	PAYABLES - TRADE			159.72		
Invoice Description --> SLVFD - HAROLD BISHOP (#3) HALL MAINTENANCE - TOILET							
Total :					159.72	0.00	159.72
Supplier Total :					197.74	0.00	197.74

0791	BERRY & VALE CONTRACTING LTD						
00049-0004	14-May-2014	Issued	104	T		110027.23	
1360	01-4-2500-000	PAYABLES - TRADE			7875.00		
Invoice Description --> AVLF TRANSFER STATION EXPANSION - DEMO CONCRETE PAD							
1355	01-4-2500-000	PAYABLES - TRADE			34430.55		
Invoice Description --> WCLF APRIL CONTRACTOR AND FREON REMOVAL \$108							
1354	01-4-2500-000	PAYABLES - TRADE			67721.68		
Invoice Description --> AVLF APRIL CONTRACTOR, FREON REMOVAL \$192, GENSET REPAIR \$2122.13							
Total :					110027.23	0.00	110027.23
Supplier Total :					110027.23	0.00	110027.23

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Trans. Date : 01-May-2014 To 31-May-2014
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
00050-0006	28-May-2014	Issued	111	T		3314.08
INV34184	01-4-2500-000	PAYABLES - TRADE		3314.08		
Invoice Description --> BCWS - STRICK RD PUMP STATION						
Total :				3314.08	0.00	3314.08
Supplier Total :				3314.08	0.00	3314.08

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0900	TRACY BOND (PETTY CASH)					
035642	12-May-2014	Issued	105	C		129.75
MAY5/14	01-4-2500-000	PAYABLES - TRADE		129.75		
Invoice Description --> ACRD OFFICE SUPPLIES \$98.70, POSTAGE \$31.05						
Total :				129.75	0.00	129.75
Supplier Total :				129.75	0.00	129.75

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0914	BOWERMAN EXCAVATING LTD					
00047-0001	01-May-2014	Issued	93	T		142387.82
PC#7-SRPS	01-4-2500-000	PAYABLES - TRADE		142387.82		
Invoice Description --> BCWS - STRICT ROAD PUMP STATION - GAS TAX						
Total :				142387.82	0.00	142387.82
Supplier Total :				142387.82	0.00	142387.82

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0940	DUVALL, EDITH					
00048-0001	09-May-2014	Issued	102	T		1800.00
WXTRA-MCGILL2	01-4-2500-000	PAYABLES - TRADE		100.00		
Invoice Description --> ACRD OFFICE - MCGILL CLEANING TO BE REIMBURSED - 4 HOURS						
EDUVALL63316	01-4-2500-000	PAYABLES - TRADE		1700.00		
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL						
Total :				1800.00	0.00	1800.00
Supplier Total :				1800.00	0.00	1800.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0950	BRETT, KENNETH					
00050-0004	28-May-2014	Issued	111	T		1000.00
BRE163669	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION						
Total :				1000.00	0.00	1000.00
Supplier Total :				1000.00	0.00	1000.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1035	BUTLER, LES					
00049-0005	14-May-2014	Issued	104	T		3018.75
2014-04	01-4-2500-000	PAYABLES - TRADE		3018.75		
Invoice Description --> BWS - APRIL 2014 CONTRACTOR						

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Total :						3018.75	0.00	3018.75
Supplier Total :						3018.75	0.00	3018.75
<hr/>								
1050	BAMFIELD VOLUNTEER FIRE DEPARTMENT							
35643	12-May-2014		Issued	105	C			24368.70
HFN2014FIRESERV	01-4-2500-000	PAYABLES - TRADE				24368.70		
Invoice Description --> 2013 CONTRACT SERVICES FOR HUU-AY-AHT								
Total :						24368.70	0.00	24368.70
Supplier Total :						24368.70	0.00	24368.70
<hr/>								
1058	C. BOWNE ENTERPRISES							
35701	26-May-2014		Issued	112	C			55.55
8629	01-4-2500-000	PAYABLES - TRADE				55.55		
Invoice Description --> ACRD OFFICE - JANITORIAL SUPPLIES								
Total :						55.55	0.00	55.55
Supplier Total :						55.55	0.00	55.55
<hr/>								
1061	CARMOOR'S COOKERY LTD							
35644	12-May-2014		Issued	105	C			645.90
197334	01-4-2500-000	PAYABLES - TRADE				645.90		
Invoice Description --> SLVFD - CATERED LUNCHES FOR TRAINING (40)								
Total :						645.90	0.00	645.90
Supplier Total :						645.90	0.00	645.90
<hr/>								
1075	KEVIN P. SMITH HOLDINGS LTD. (CANADIAN TIRE #488)							
35702	26-May-2014		Issued	112	C			186.04
589883	01-4-2500-000	PAYABLES - TRADE				186.04		
Invoice Description --> BCWS - PHONE HOLDER FOR TRUCK & SMALL TOOLS								
Total :						186.04	0.00	186.04
Supplier Total :						186.04	0.00	186.04
<hr/>								
1110	CANADA POST							
35645	12-May-2014		Issued	105	C			61.21
9538757380	01-4-2500-000	PAYABLES - TRADE				61.21		
Invoice Description --> BEAVER CR NOISE\$18.88, BYLAW RURAL PLAN \$39.40								
Total :						61.21	0.00	61.21
Supplier Total :						61.21	0.00	61.21

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Cheque Date : 01-May-2014 To 31-May-2014
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
35703	26-May-2014	Issued	112	C		2126.25
140512	01-4-2500-000	PAYABLES - TRADE		2126.25		
Invoice Description --> CONSULTING SERVICES						
Total :				2126.25	0.00	2126.25
Supplier Total :				2126.25	0.00	2126.25

1200	CANSEL SURVEY EQUIPMENT					
00047-0002	01-May-2014	Issued	93	T		14686.95
PC#7 -SRPS	01-4-2500-000	PAYABLES - TRADE		14686.95		
Invoice Description --> PLANNING - MAPPING HARDWARE/SOFTWARE - CAPITAL - 50/50 REG/RURAL						
Total :				14686.95	0.00	14686.95
Supplier Total :				14686.95	0.00	14686.95

00049-0006	14-May-2014	Issued	104	T		560.00
A15538	01-4-2500-000	PAYABLES - TRADE		560.00		
Invoice Description --> PLANNING - MAPPING HARDWARE/SOFTWARE - CAPITAL - 50/50 REG/RURAL						
Total :				560.00	0.00	560.00
Supplier Total :				560.00	0.00	560.00

1231	CAP-IT PORT ALBERNI,					
35646	12-May-2014	Issued	105	C		2074.78
188290	01-4-2500-000	PAYABLES - TRADE		723.64		
Invoice Description --> BCWS - CAPITAL - 2009 FORD F-250 HITCH & BAR, RECEIVER LOCK						
188337	01-4-2500-000	PAYABLES - TRADE		1351.14		
Invoice Description --> LBA TRUCK - 2011 FORD F-150 - RACK & RAILS, SET OF FLOOD						
Total :				2074.78	0.00	2074.78
Supplier Total :				2074.78	0.00	2074.78

1270	CDW CANADA INC					
00047-0003	01-May-2014	Issued	93	T		2739.10
LF27621	01-4-2500-000	PAYABLES - TRADE		-164.40		
Invoice Description --> ACRD COMPUTER - KEYBOARD RETURNED - CREDIT MEMO						
KV22159	01-4-2500-000	PAYABLES - TRADE		29.83		
Invoice Description --> ACRD COMPUTER EXPENSES - CORD AND CABLE						
KX45079	01-4-2500-000	PAYABLES - TRADE		378.56		
Invoice Description --> COMPUTER PURCHASE PLAN - MCGIFFORD						
KX44935	01-4-2500-000	PAYABLES - TRADE		389.76		
Invoice Description --> ACRD COMPUTER EXPENSES - 2 MONITORS						
LB14380	01-4-2500-000	PAYABLES - TRADE		438.92		
Invoice Description --> ACRD COMPUTER TONER						
KX37688	01-4-2500-000	PAYABLES - TRADE		515.20		
Invoice Description --> ACRD COMPUTER EXPENSES - SERVER UPGRADES						
KX40732	01-4-2500-000	PAYABLES - TRADE		1151.23		
Invoice Description --> COMPUTER PURCHASE PLAN - MCGIFFORD						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				2739.10	0.00	2739.10
00049-0007	14-May-2014	Issued	104	T		515.20
LM37685	01-4-2500-000	PAYABLES - TRADE		515.20		
Invoice Description -->		ACRD COMPUTER - 2 4TB WD RED SATA				
Total :				515.20	0.00	515.20
00050-0005	28-May-2014	Issued	111	T		25.29
LS11835	01-4-2500-000	PAYABLES - TRADE		25.29		
Invoice Description -->		ACRD COMPUTER - CABLES				
Total :				25.29	0.00	25.29
Supplier Total :				3279.59	0.00	3279.59

1316 CERTITECH IT SERVICES

00049-0008	14-May-2014	Issued	104	T		8767.50
140	01-4-2500-000	PAYABLES - TRADE		8767.50		
Invoice Description -->		APRIL 2014 IT SUPPORT SERVICES \$4850, BCWS SCADA \$3350, BCWS SUPPORT \$150				
Total :				8767.50	0.00	8767.50
Supplier Total :				8767.50	0.00	8767.50

1320 CGA ASSOCIATION OF B.C.

035647	12-May-2014	Issued	105	C		717.84
2240154480-2014 DI	01-4-2500-000	PAYABLES - TRADE		717.84		
Invoice Description -->		MEMBERSHIP DUES TERI FONG 2240154480 - JULY 1, 2014 TO MARCH 31, 2015				
Total :				717.84	0.00	717.84
Supplier Total :				717.84	0.00	717.84

1342 CITY OF PORT ALBERNI

035704	26-May-2014	Issued	112	C		577.10
MAY 7, 2014	01-4-2500-000	PAYABLES - TRADE		56.50		
Invoice Description -->		AVLF - 3620 3RD AVE WATER & SEWER				
MAY7/14	01-4-2500-000	PAYABLES - TRADE		520.60		
Invoice Description -->		ACRD OFFICE - WATER & SEWER FEES				
Total :				577.10	0.00	577.10
Supplier Total :				577.10	0.00	577.10

1363 CITY OF NANAIMO

035648	12-May-2014	Issued	105	C		1270.40
AR002336	01-4-2500-000	PAYABLES - TRADE		99.70		
Invoice Description -->		SLVFD - 1 HAZMAT MATERIALS AWARENESS & OPERATIONS MANUAL				
AR002341	01-4-2500-000	PAYABLES - TRADE		99.70		
Invoice Description -->		SLVFD - 1 HAZMAT MANUAL				

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
AR002210	01-4-2500-000	PAYABLES - TRADE		519.75		
Invoice Description --> SLVFD - ITW FIRST RESPONDER REGISTRATION & MANUAL - GEDDES						
AR002391	01-4-2500-000	PAYABLES - TRADE		551.25		
Invoice Description --> SLVFD - HAZMAT OPS - MARCH 28-30/14 - GEDDES						
Total :				1270.40	0.00	1270.40
Supplier Total :				1270.40	0.00	1270.40

1378 CIT						
35705	26-May-2014		Issued	112	C	245.28
14444947	01-4-2500-000	PAYABLES - TRADE			245.28	
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001 - INVOICE 14395235						
Total :				245.28	0.00	245.28
Supplier Total :				245.28	0.00	245.28

1382 COAST CATERING COMPANY						
35649	12-May-2014		Issued	105	C	254.10
22	01-4-2500-000	PAYABLES - TRADE			127.05	
Invoice Description --> ACRD COMMITTEE - BOD LUNCH - APRIL 23, 2014						
23	01-4-2500-000	PAYABLES - TRADE			127.05	
Invoice Description --> ACHN GOVERNANCE LUNCHESES						
Total :				254.10	0.00	254.10
35706	26-May-2014		Issued	112	C	151.20
27	01-4-2500-000	PAYABLES - TRADE			151.20	
Invoice Description --> ACHN LUNCHESES						
Total :				151.20	0.00	151.20
Supplier Total :				405.30	0.00	405.30

1650 CUPE - LOCAL 118						
35650	12-May-2014		Issued	105	C	1251.16
DUESAPR14	01-4-2500-000	PAYABLES - TRADE			1251.16	
Invoice Description --> APRIL 2014 UNION DUES						
Total :				1251.16	0.00	1251.16
Supplier Total :				1251.16	0.00	1251.16

1661 DAGERT, TANIS						
35651	12-May-2014		Issued	105	C	4583.33
121	01-4-2500-000	PAYABLES - TRADE			4583.33	
Invoice Description --> HEALTH NETWORK COORDINATOR - MARCH 2014						
Total :				4583.33	0.00	4583.33

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				4583.33	0.00	4583.33
<hr/>						
1709	DEER BAY CONTRACTING					
00049-0009	14-May-2014	Issued	104	T		4434.15
2381	01-4-2500-000	PAYABLES - TRADE		454.65		
Invoice Description --> SALMON BEACH - RECREATION - BOAT RAMP REPAIRS						
2380	01-4-2500-000	PAYABLES - TRADE		1984.50		
Invoice Description --> SALMON BEACH - TRANSPORTION - GRADING						
2379	01-4-2500-000	PAYABLES - TRADE		1995.00		
Invoice Description --> SALMON BEACH - TRANSPORTATION - BRUSH CLEARING AND HAUL						
Total :				4434.15	0.00	4434.15
<hr/>						
00050-0007	28-May-2014	Issued	111	T		1984.50
2390	01-4-2500-000	PAYABLES - TRADE		1984.50		
Invoice Description --> SALMON BEACH - TRANSPORTATION - GRADING						
Total :				1984.50	0.00	1984.50
Supplier Total :				6418.65	0.00	6418.65
<hr/>						
1718	DENIS FRANCOEUR BACKHOEING					
00049-0010	14-May-2014	Issued	104	T		420.00
2000034	01-4-2500-000	PAYABLES - TRADE		420.00		
Invoice Description --> SALMON BEACH - SEWAGE - ANNUAL SEPTIC SERVICE						
Total :				420.00	0.00	420.00
Supplier Total :				420.00	0.00	420.00
<hr/>						
1847	DUPERE, JOHANNE					
35707	26-May-2014	Issued	112	C		200.00
DUP163664	01-4-2500-000	PAYABLES - TRADE		200.00		
Invoice Description --> SPROAT PARKS CARETAKER						
Total :				200.00	0.00	200.00
Supplier Total :				200.00	0.00	200.00
<hr/>						
1950	ENEX FUELS					
35708	26-May-2014	Issued	112	C		26003.75
32502	01-4-2500-000	PAYABLES - TRADE		26003.75		
Invoice Description --> AVRA FUEL - 100LL						
Total :				26003.75	0.00	26003.75
Supplier Total :				26003.75	0.00	26003.75
<hr/>						
1990	EVITT ELECTRIC					
00049-0011	14-May-2014	Issued	104	T		892.10
33826	01-4-2500-000	PAYABLES - TRADE		892.10		

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL							
Total :					892.10	0.00	892.10
00050-0008	28-May-2014	Issued	111	T		1207.75	
33747	01-4-2500-000	PAYABLES - TRADE			564.59		
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL							
33764	01-4-2500-000	PAYABLES - TRADE			643.16		
Invoice Description --> BCWS - MAINT. BLDG - CAPITAL							
Total :					1207.75	0.00	1207.75
Supplier Total :					2099.85	0.00	2099.85

1998	EXHAUST MASTERS						
35652	12-May-2014	Issued	105	C		81.33	
10822	01-4-2500-000	PAYABLES - TRADE			81.33		
Invoice Description --> SLVFD - MUFFLER ASSEMBLY							
Total :					81.33	0.00	81.33
Supplier Total :					81.33	0.00	81.33

2067	FORTISBC						
35653	12-May-2014	Issued	105	C		180.14	
APR25/14	01-4-2500-000	PAYABLES - TRADE			180.14		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL							
Total :					180.14	0.00	180.14
Supplier Total :					180.14	0.00	180.14

2127	GLACIER MEDIA GROUP						
35654	12-May-2014	Issued	105	C		245.29	
GCCL00026758	01-4-2500-000	PAYABLES - TRADE			245.29		
Invoice Description --> SLMP - ADVERTISING FOR OPENINGS							
Total :					245.29	0.00	245.29
Supplier Total :					245.29	0.00	245.29

2140	GEDDES, RICHARD D.						
00050-0009	28-May-2014	Issued	111	T		55.00	
RG-SLVFD0163667	01-4-2500-000	PAYABLES - TRADE			55.00		
Invoice Description --> SLVFD - MONTHLY PHONE REIMBURSEMENT							
Total :					55.00	0.00	55.00
Supplier Total :					55.00	0.00	55.00

2300	GRAND & TOY						
35709	26-May-2014	Issued	112	C		82.61	

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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	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
G121939	01-4-2500-000	PAYABLES - TRADE		82.61		
Invoice Description --> ACRD OFFICE - 3 CASES OF PENS						
Total :				82.61	0.00	82.61
Supplier Total :				82.61	0.00	82.61

2320 THE GRAPHICS FACTORY						
35655	12-May-2014		Issued	105	C	228.48
21764	01-4-2500-000	PAYABLES - TRADE			77.28	
Invoice Description --> BUSINESS CARDS - ADAIR						
21746	01-4-2500-000	PAYABLES - TRADE			151.20	
Invoice Description --> LBA TRUCK - 2011 FORD F-150 - DECALS						
Total :				228.48	0.00	228.48
Supplier Total :				228.48	0.00	228.48

2476 HI-LITE TRUCK ACCESSORIES LTD.						
00049-0012	14-May-2014		Issued	104	T	446.43
54798	01-4-2500-000	PAYABLES - TRADE			446.43	
Invoice Description --> LBA TRUCK - 2011 FORD F-150 - SUPER -LED BEACON						
Total :				446.43	0.00	446.43
Supplier Total :				446.43	0.00	446.43

2560 HOULE PRINTING						
35710	26-May-2014		Issued	112	C	3338.72
12922	01-4-2500-000	PAYABLES - TRADE			232.96	
Invoice Description --> WCLF - GARBAGE TAGS - RESIDENTIAL COLLECTION						
12441	01-4-2500-000	PAYABLES - TRADE			873.60	
Invoice Description --> SLMP - COLOURING BOOKS - BOATING SAFETY						
12961	01-4-2500-000	PAYABLES - TRADE			2232.16	
Invoice Description --> AV RECYCLING BROCHURES						
Total :				3338.72	0.00	3338.72
Supplier Total :				3338.72	0.00	3338.72

2580 HUB FIRE ENGINES & EQUIPMENT LTD.						
35711	26-May-2014		Issued	112	C	33.07
IN00028566	01-4-2500-000	PAYABLES - TRADE			33.07	
Invoice Description --> SLVFD - EQUIPMENT - PLASTIC HANDLE						
Total :				33.07	0.00	33.07
Supplier Total :				33.07	0.00	33.07

2600 HFN 86 TET LP						
35656	12-May-2014		Issued	105	C	463.57

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
018	01-4-2500-000	PAYABLES - TRADE		150.67		
Invoice Description --> BAMFIELD E/A ADMIN - TRANSPORTATION INFORMATION SESSION						
033	01-4-2500-000	PAYABLES - TRADE		312.90		
Invoice Description --> ACHN - COMMUNITY ACCORD LUNCHES						
Total :				463.57	0.00	463.57
Supplier Total :				463.57	0.00	463.57

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2649	THE INK SPOT					
35657	12-May-2014		Issued	105	C	223.96
14-466	01-4-2500-000	PAYABLES - TRADE		223.96		
Invoice Description --> BCWS \$149.97, BWS \$32, AVLF \$12, WCLF \$6 - RAIN WRITING PAPER						
Total :				223.96	0.00	223.96
Supplier Total :				223.96	0.00	223.96

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2770	ISLAND BUSINESS PRINT GROUP LTD.					
35658	12-May-2014		Issued	105	C	385.28
149560	01-4-2500-000	PAYABLES - TRADE		385.28		
Invoice Description --> ACRD CHEQUES						
Total :				385.28	0.00	385.28
Supplier Total :				385.28	0.00	385.28

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2787	JACKSON, ROBERT					
35712	26-May-2014		Issued	112	C	60.00
CSPNOV1263666	01-4-2500-000	PAYABLES - TRADE		60.00		
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE						
Total :				60.00	0.00	60.00
Supplier Total :				60.00	0.00	60.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2827	JAL DESIGNS					
35713	26-May-2014		Issued	112	C	136.64
40494600	01-4-2500-000	PAYABLES - TRADE		136.64		
Invoice Description --> BCVFD - EMBROIDERY ON UNIFORM						
Total :				136.64	0.00	136.64
Supplier Total :				136.64	0.00	136.64

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
2851	K.S. SIRENS INC.					
35659	12-May-2014		Issued	105	C	33.49
KS033392	01-4-2500-000	PAYABLES - TRADE		33.49		
Invoice Description --> SLVFD - CUSTOM PLATE - EQUIPMENT						
Total :				33.49	0.00	33.49

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				33.49	0.00	33.49

2877 KOERS & ASSOCIATES ENGINEERING LTD.							
00047-0004	01-May-2014		Issued	93	8149.26		
1245-015	01-4-2500-000	PAYABLES - TRADE			262.50		
Invoice Description --> BCWS - 5507 GORDON AVENUE REVIEW							
1245-016	01-4-2500-000	PAYABLES - TRADE			262.50		
Invoice Description --> BCWS - 7955 BEAVER CREEK ROAD REVIEW							
1232-016	01-4-2500-000	PAYABLES - TRADE			7624.26		
Invoice Description --> BCWS - STRICT ROAD PUMP STATION & WATERMAIN - GAS TAX INITIATIVE							
Total :					8149.26	0.00	8149.26

00050-0010	28-May-2014		Issued	111	16079.58		
1372-005	01-4-2500-000	PAYABLES - TRADE			165.38		
Invoice Description --> BWS - WATER SYSTEM ENGINEERING SERVICES							
1204-020	01-4-2500-000	PAYABLES - TRADE			463.05		
Invoice Description --> BCWS - KITSUKSIS RESERVOIR							
1232-017	01-4-2500-000	PAYABLES - TRADE			15451.15		
Invoice Description --> BCWS - STRICT ROAD PUMP STATION & WATERMAIN - GAS TAX INITIATIVE							
Total :					16079.58	0.00	16079.58
Supplier Total :					24228.84	0.00	24228.84

2890 L.B. WOODCHOPPERS LTD.							
00049-0013	14-May-2014		Issued	104	744.37		
191776	01-4-2500-000	PAYABLES - TRADE			64.91		
Invoice Description --> BCWS - REPAIR OF STIHL TRIMMER FS130							
191772	01-4-2500-000	PAYABLES - TRADE			69.44		
Invoice Description --> BCWS - REPAIR OF HONDA TRIMMER							
191770	01-4-2500-000	PAYABLES - TRADE			72.80		
Invoice Description --> BCWS - REPAIR OF HONDA LAWNMOWER							
191778	01-4-2500-000	PAYABLES - TRADE			95.71		
Invoice Description --> BCWS - REPAIR OF HONDA WB30X PUMP							
191769	01-4-2500-000	PAYABLES - TRADE			441.51		
Invoice Description --> BCWS - REPAIR OF JOHN DEERE LAWN TRACTOR							
Total :					744.37	0.00	744.37

00050-0011	28-May-2014		Issued	111	369.04		
193382	01-4-2500-000	PAYABLES - TRADE			160.44		
Invoice Description --> BCWS - WATER SYSTEM REPAIR - PLATE COMPACTOR RENTAL							
192545	01-4-2500-000	PAYABLES - TRADE			208.60		
Invoice Description --> BCWS - WATER SYSTEM REPAIR - GRANDVIEW RD							
Total :					369.04	0.00	369.04
Supplier Total :					1113.41	0.00	1113.41

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
35660	12-May-2014	Issued	105	C		5217.03
1431	01-4-2500-000	PAYABLES - TRADE		1592.06		
Invoice Description --> RURAL OCP'S PROJECT						
1432	01-4-2500-000	PAYABLES - TRADE		3624.97		
Invoice Description --> PLANNING - ZONING BYLAW REWRITE						
Total :				5217.03	0.00	5217.03
Supplier Total :				5217.03	0.00	5217.03

3016	LGMA MATI FOUNDATIONS					
35714	26-May-2014	Issued	112	C		3570.00
LGMA MATI - GAUDI	01-4-2500-000	PAYABLES - TRADE		1785.00		
Invoice Description --> LGMA - 2014 MATI FOUNDATIONS - GAUDREault						
LGMA MATI - IRG	01-4-2500-000	PAYABLES - TRADE		1785.00		
Invoice Description --> LGMA - 2014 MATI FOUNDATIONS - IRG						
Total :				3570.00	0.00	3570.00
Supplier Total :				3570.00	0.00	3570.00

3025	LADY ROSE MARINE SERVICES					
35715	26-May-2014	Issued	112	C		1230.08
2010-14234	01-4-2500-000	PAYABLES - TRADE		12.08		
Invoice Description --> BWS - SHIPPING COST FOR WATER SYSTEM SUPPLIES						
2010-14277	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-14322	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-14393	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-14458	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
Total :				1230.08	0.00	1230.08
Supplier Total :				1230.08	0.00	1230.08

3057	THE LOCKSMITH MONSTER					
35661	12-May-2014	Issued	105	C		615.58
CH2336	01-4-2500-000	PAYABLES - TRADE		615.58		
Invoice Description --> BCWS - REKEYED LOCKS 6038-B BEAVER CREEK ROAD						
Total :				615.58	0.00	615.58
Supplier Total :				615.58	0.00	615.58

3270	MCCOY LAKE EXCAVATING LTD					
35716	26-May-2014	Issued	112	C		7236.34
2925	01-4-2500-000	PAYABLES - TRADE		1180.25		
Invoice Description --> BCWS - GRANDVIEW ROAD MAIN REPAIR CLEANUP						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
2905	01-4-2500-000	PAYABLES - TRADE		2613.25		
Invoice Description --> BCWS - WATER SYSTEM REPAIR - GRANDVIEW ROAD						
2905	01-4-2500-000	PAYABLES - TRADE		3442.84		
Invoice Description --> BCWS - WATER SYSTEM REPAIR - GRANDVIEW ROAD						
Total :				7236.34	0.00	7236.34
Supplier Total :				7236.34	0.00	7236.34

3272	MCCONNELL, SHAWN					
00049-0014	14-May-2014		Issued	104	T	2058.00
415813	01-4-2500-000	PAYABLES - TRADE			929.25	
Invoice Description --> APRIL 2014 MILLSTREAM WATER CONTRACTOR						
415814	01-4-2500-000	PAYABLES - TRADE			1128.75	
Invoice Description --> APRIL 2014 LONG BEACH AIRPORT WATER CONTRACTOR						
Total :				2058.00	0.00	2058.00
Supplier Total :				2058.00	0.00	2058.00

3280	MCGILL & ASSOCIATES ENGINEERING					
00047-0005	01-May-2014		Issued	93	T	15325.66
14647	01-4-2500-000	PAYABLES - TRADE			4487.07	
Invoice Description --> CCID - WATERMAIN REPLACEMENT - GAS TAX INITIATIVE - MILLIGAN TO MOZART						
14646	01-4-2500-000	PAYABLES - TRADE			10838.59	
Invoice Description --> CCID - WATERMAIN REPLACEMENT - MILLIGAN TO HORNE LAKE - GAS TAX INITIATIVE						
Total :				15325.66	0.00	15325.66

00049-0015	14-May-2014		Issued	104	T	13609.64
14665	01-4-2500-000	PAYABLES - TRADE			137.81	
Invoice Description --> BCWS - MAINTENANCE BUILDING - CAPITAL						
14682	01-4-2500-000	PAYABLES - TRADE			263.03	
Invoice Description --> AVLF WATER MONITORING CONSULTING						
14674	01-4-2500-000	PAYABLES - TRADE			270.90	
Invoice Description --> LBA - ESOWISTA SEWAGE SYSTEM DECOMMISSIONING						
14683	01-4-2500-000	PAYABLES - TRADE			310.56	
Invoice Description --> AVLF GENERAL CONSULTING						
14687	01-4-2500-000	PAYABLES - TRADE			555.19	
Invoice Description --> AVLF NORTH EAST EXPANSION						
14675	01-4-2500-000	PAYABLES - TRADE			602.44	
Invoice Description --> SALMON BEACH - SHORT STREET DRAINAGE						
14684	01-4-2500-000	PAYABLES - TRADE			700.88	
Invoice Description --> AVLF ANNUAL REPORTING						
14688	01-4-2500-000	PAYABLES - TRADE			1137.94	
Invoice Description --> AVLF - SOLID WASTE MANAGEMENT PLAN - CAPITAL						
14686	01-4-2500-000	PAYABLES - TRADE			1992.38	
Invoice Description --> WCLF ANNUAL REPORTING						
14672	01-4-2500-000	PAYABLES - TRADE			2181.38	
Invoice Description --> CCID - WATERMAIN REPLACEMENT - MILLIGAN TO HORNE LAKE - GAS TAX INITIATIVE						
14673	01-4-2500-000	PAYABLES - TRADE			5457.13	

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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 --> CCID - WATERMAIN REPLACEMENT - GAS TAX INITIATIVE - MILLIGAN TO MOZART						
Total :				13609.64	0.00	13609.64
Supplier Total :				28935.30	0.00	28935.30

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> AVRA - WATER SYSTEM REPAIRS						
Total :				607.00	0.00	607.00
Supplier Total :				607.00	0.00	607.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BCEP - TRAINING IN POWELL RIVER - MCVIE - REIMBURSEMENT OF TRAVEL						
Total :				566.53	0.00	566.53
Supplier Total :				566.53	0.00	566.53

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> MSP PREMIUMS FOR MAY 2014						
Total :				4025.00	0.00	4025.00
Supplier Total :				4025.00	0.00	4025.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> PAYPERIOD #9 - 2014 PENSION PLAN REMITTANCE						
Total :				7999.47	0.00	7999.47
Invoice Description --> PAYPERIOD #10 - 2014 PENSION PLAN REMITTANCE						
Total :				8377.61	0.00	8377.61
Supplier Total :				16377.08	0.00	16377.08

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT						
Total :				2553.97	0.00	2553.97
Supplier Total :				2553.97	0.00	2553.97

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Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Total :				2553.97	0.00		2553.97
AUTO63668	28-May-2014	Issued	110	E			1654.31
6140263668	01-4-2500-000	PAYABLES - TRADE		1654.31			
Invoice Description -->		LBA TRACTOR LEASE					
Total :				1654.31	0.00		1654.31
Supplier Total :				4208.28	0.00		4208.28

3622	NICKLIN WASTE DISPOSAL						
35664	12-May-2014	Issued	105	C			105.00
4064	01-4-2500-000	PAYABLES - TRADE		105.00			
Invoice Description -->		SLVFD GARBAGE DISPOSAL FEBRUARY & MARCH 2014					
Total :				105.00	0.00		105.00
Supplier Total :				105.00	0.00		105.00

3640	INFilm (VANCOUVER ISLAND NORTH FILM COMMISSION)						
35718	26-May-2014	Issued	112	C			7500.00
2014 GIA	01-4-2500-000	PAYABLES - TRADE		7500.00			
Invoice Description -->		2014 GRANT IN AID					
Total :				7500.00	0.00		7500.00
Supplier Total :				7500.00	0.00		7500.00

3648	NORTH ISLAND 911 CORPORATION						
35719	26-May-2014	Issued	112	C			272503.00
423	01-4-2500-000	PAYABLES - TRADE		272503.00			
Invoice Description -->		2014 REQUISITION					
Total :				272503.00	0.00		272503.00
Supplier Total :				272503.00	0.00		272503.00

3651	NORTH ISLAND LABORATORIES						
35665	12-May-2014	Issued	105	C			131.25
90458	01-4-2500-000	PAYABLES - TRADE		131.25			
Invoice Description -->		SALMON BEACH WATER - WATER TESTING					
Total :				131.25	0.00		131.25
Supplier Total :				131.25	0.00		131.25

3693	NUU-CHAH-NULTH TRIBAL COUNCIL						
35720	26-May-2014	Issued	112	C			220.00
5915	01-4-2500-000	PAYABLES - TRADE		220.00			
Invoice Description -->		ACRD - EXPRESSION OF INTEREST BOARD REMUNERATION REVIEW COMMITTEE					

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Total :						220.00	0.00	220.00
Supplier Total :						220.00	0.00	220.00

3792	PACIFIC BLUE CROSS							
EFT-2	01-May-2014		Issued	113	E			6250.74
168040	01-4-2500-000	PAYABLES - TRADE			6250.74			
Invoice Description --> MAY 2014 HEALTH, DENTAL, LIFE & DISABILITY PREMIUMS								
Total :						6250.74	0.00	6250.74
Supplier Total :						6250.74	0.00	6250.74

3797	PITEAU ASSOCIATES							
35721	26-May-2014		Issued	112	C			2170.22
16887	01-4-2500-000	PAYABLES - TRADE			2170.22			
Invoice Description --> WCLF WATER MONITORING								
Total :						2170.22	0.00	2170.22
Supplier Total :						2170.22	0.00	2170.22

3800	PORT ALBERNI EFAP SUPPORT SOCIETY							
35666	12-May-2014		Issued	105	C			2535.75
105	01-4-2500-000	PAYABLES - TRADE			2535.75			
Invoice Description --> 2014 EFAP MEMBERSHIP								
Total :						2535.75	0.00	2535.75
Supplier Total :						2535.75	0.00	2535.75

3851	PORTAL PLAYERS DRAMATIC SOCIETY							
35667	12-May-2014		Issued	105	C			250.00
08-MAY-14	01-4-2500-000	PAYABLES - TRADE			250.00			
Invoice Description --> PARTICIPATION IN TSUNAMI EXERCISE								
Total :						250.00	0.00	250.00
Supplier Total :						250.00	0.00	250.00

4115	PRICE'S ALARM SYSTEM LTD							
35668	12-May-2014		Issued	105	C			252.00
1840305	01-4-2500-000	PAYABLES - TRADE			126.00			
Invoice Description --> BCFVD - HALL ALARM MONITORING JANUARY TO MARCH 2014								
1890791	01-4-2500-000	PAYABLES - TRADE			126.00			
Invoice Description --> BCFVD - HALL ALARM MONITORING APRIL TO JUNE 2014								
Total :						252.00	0.00	252.00

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				252.00	0.00	252.00

4187		QUALITY FOODS-PORT ALBERNI				
35669	12-May-2014			Issued	105	170.16
67 1118942	01-4-2500-000	PAYABLES - TRADE				10.82
Invoice Description --> SLVFD - OFFICE COSTS						
63 319331	01-4-2500-000	PAYABLES - TRADE				50.39
Invoice Description --> ACRD OFFICE SUPPLIES						
67 1124604	01-4-2500-000	PAYABLES - TRADE				108.95
Invoice Description --> ACRD OFFICE SUPPLIES						
Total :						170.16
						0.00
						170.16

35722	26-May-2014			Issued	112	10.82
067 1118942	01-4-2500-000	PAYABLES - TRADE				10.82
Invoice Description --> SLVFD - COURSE SUPPLIES						
Total :						10.82
						0.00
						10.82
Supplier Total :						180.98
						0.00
						180.98

4205		QUICKSCRIBE SERVICES LTD				
35670	12-May-2014			Issued	105	30.45
60360	01-4-2500-000	PAYABLES - TRADE				30.45
Invoice Description --> STRATA PROPERTY LEGISLATION UPDATE 2014						
Total :						30.45
						0.00
						30.45
Supplier Total :						30.45
						0.00
						30.45

4220		RAYNER & BRACHT LTD				
35671	12-May-2014			Issued	105	3483.20
2014063	01-4-2500-000	PAYABLES - TRADE				3483.20
Invoice Description --> AVLF - BAMFIELD BIN CHARGES						
Total :						3483.20
						0.00
						3483.20
Supplier Total :						3483.20
						0.00
						3483.20

4280		RECEIVER GENERAL FOR CANADA				
35672	12-May-2014			Issued	105	17603.12
PP#9 - 2014 - DIR	01-4-2500-000	PAYABLES - TRADE				561.42
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #9 - DIRECTORS						
PP#9 - 2014	01-4-2500-000	PAYABLES - TRADE				17041.70
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #9						
Total :						17603.12
						0.00
						17603.12

35723	26-May-2014			Issued	112	17285.15
PP#10 - 2014 - DIR	01-4-2500-000	PAYABLES - TRADE				101.01
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #10 - DIRECTORS						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
PP#10 - 2014	01-4-2500-000	PAYABLES - TRADE		17184.14		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #10						
Total :				17285.15	0.00	17285.15
Supplier Total :				34888.27	0.00	34888.27
4370	R.J. DUNCAN & ASSOCIATES					
35673	12-May-2014	Issued	105	C		7696.50
30688	01-4-2500-000	PAYABLES - TRADE		7696.50		
Invoice Description --> 2013 AUDIT - FINAL BILLING						
Total :				7696.50	0.00	7696.50
Supplier Total :				7696.50	0.00	7696.50
4475	ROCKY MOUNTAIN PHOENIX					
00047-0006	01-May-2014	Issued	93	T		59.78
IN80553	01-4-2500-000	PAYABLES - TRADE		59.78		
Invoice Description --> BCFVD - EQUIPMENT - 2.5" HANDLE SHUTOFF						
Total :				59.78	0.00	59.78
Supplier Total :				59.78	0.00	59.78
4491	ROMPRE, SUZANNE					
00049-0016	14-May-2014	Issued	104	T		700.00
APR1-31/14	01-4-2500-000	PAYABLES - TRADE		700.00		
Invoice Description --> APRIL BAMFIELD TRANSFER STATION CONTRACTOR						
Total :				700.00	0.00	700.00
Supplier Total :				700.00	0.00	700.00
4510	RBC ROYAL BANK VISA					
35674	12-May-2014	Issued	105	C		844.02
APR25/14	01-4-2500-000	PAYABLES - TRADE		844.02		
Invoice Description --> BCFVD - LICENSES \$356.16, TRAINING \$230.32, OFFICE \$116.77, AWARDS \$125						
Total :				844.02	0.00	844.02
Supplier Total :				844.02	0.00	844.02
4511	ROSE, GEORGE					
35675	12-May-2014	Issued	105	C		2280.15
713459	01-4-2500-000	PAYABLES - TRADE		2280.15		
Invoice Description --> BCWS - GREYMATTER SYSTEMS SCADA SOFTWARE - REIMBURSEMENT						
Total :				2280.15	0.00	2280.15

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
4605 SIDDALL, ANN							
35676	12-May-2014		Issued	105	C	33.40	
000001#4048	01-4-2500-000	PAYABLES - TRADE			33.40		
Invoice Description -->		AGRICULTURE SHOW - GIFT BASKET					
Total :					33.40	0.00	33.40
Supplier Total :					33.40	0.00	33.40
4610 SIGNWORKS							
35677	12-May-2014		Issued	105	C	89.60	
5118	01-4-2500-000	PAYABLES - TRADE			89.60		
Invoice Description -->		SLVFD - REFLECTIVE HELMET DECALS					
Total :					89.60	0.00	89.60
Supplier Total :					89.60	0.00	89.60
4646 SHAW BUSINESS							
35678	12-May-2014		Issued	105	C	12.91	
APRIL 9, 2014	01-4-2500-000	PAYABLES - TRADE			12.91		
Invoice Description -->		EMERGENCY PLANNING					
Total :					12.91	0.00	12.91
Supplier Total :					12.91	0.00	12.91
4725 SOFTCHOICE CORPORATION							
35724	26-May-2014		Issued	112	C	924.67	
3675069	01-4-2500-000	PAYABLES - TRADE			924.67		
Invoice Description -->		ACRD - COMPUTER - MAILARCHIVER					
Total :					924.67	0.00	924.67
Supplier Total :					924.67	0.00	924.67
4728 SONBIRD REFUSE & RECYCLING LTD.							
00049-0017	14-May-2014		Issued	104	T	18931.03	
18730	01-4-2500-000	PAYABLES - TRADE			18931.03		
Invoice Description -->		APRIL 2014 WC = GARBAGE & RECYCLING					
Total :					18931.03	0.00	18931.03
Supplier Total :					18931.03	0.00	18931.03
4752 SOUTHSIDE AUTO SUPPLY LTD.							
35679	12-May-2014		Issued	105	C	73.55	
453885	01-4-2500-000	PAYABLES - TRADE			73.55		

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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 --> BCVFD - TRUCK #51 BATTERY						
Total :				73.55	0.00	73.55
Supplier Total :				73.55	0.00	73.55

4780	ST.JACQUES, DIANNE					
35680	12-May-2014		Issued	105	C	969.90
APR15&29/14	01-4-2500-000	PAYABLES - TRADE			969.90	
Invoice Description --> FISHERIES - DFO HAKE MEETING						
Total :				969.90	0.00	969.90
Supplier Total :				969.90	0.00	969.90

4785	STEWART MCDANNOLD STUART					
35725	26-May-2014		Issued	112	C	5305.13
66874	01-4-2500-000	PAYABLES - TRADE			87.47	
Invoice Description --> LEGAL FEES						
66871	01-4-2500-000	PAYABLES - TRADE			356.73	
Invoice Description --> LEGAL FEES						
66875	01-4-2500-000	PAYABLES - TRADE			4860.93	
Invoice Description --> LEGAL FEES						
Total :				5305.13	0.00	5305.13
Supplier Total :				5305.13	0.00	5305.13

4788	STAPLES ADVANTAGE					
35681	12-May-2014		Issued	105	C	592.73
34649913	01-4-2500-000	PAYABLES - TRADE			157.95	
Invoice Description --> ACRD - OFFICE SUPPLIES						
35482826	01-4-2500-000	PAYABLES - TRADE			186.39	
Invoice Description --> HEALTH NETWORK SUPPLIES - \$159.43 & ACRD OFFICE SUPPLIES -\$6.99						
35577818	01-4-2500-000	PAYABLES - TRADE			248.39	
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				592.73	0.00	592.73
35726	26-May-2014		Issued	112	C	61.50
35603779	01-4-2500-000	PAYABLES - TRADE			61.50	
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				61.50	0.00	61.50
Supplier Total :				654.23	0.00	654.23

4885	SUN COAST WASTE SERVICES					
00049-0018	14-May-2014		Issued	104	T	22469.91
116474	01-4-2500-000	PAYABLES - TRADE			22469.91	
Invoice Description --> ARPIL 2014 AV RECYCLING CONTRACT						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				22469.91	0.00	22469.91
Supplier Total :				22469.91	0.00	22469.91

4917	SUPERIOR PROPANE					
35727	26-May-2014	Issued	112	C	691.41	
143167	01-4-2500-000	PAYABLES - TRADE		691.41		
Invoice Description --> BWS - PROPANE						
Total :				691.41	0.00	691.41
Supplier Total :				691.41	0.00	691.41

4921	SURVEYOR OF TAXES					
35682	12-May-2014	Issued	105	C	2552.16	
APR30/14	01-4-2500-000	PAYABLES - TRADE		2552.16		
Invoice Description --> TRANS TO TAXES RECEIVED IN ERROR - 770.00688.001 \$148.56, 770.02902.002 \$1510, 770.02€						
Total :				2552.16	0.00	2552.16
Supplier Total :				2552.16	0.00	2552.16

4983	TELUS MOBILITY (BC)					
35728	26-May-2014	Issued	112	C	1024.02	
020322435160	01-4-2500-000	PAYABLES - TRADE		1024.02		
Invoice Description --> ACRD CELLPHONES						
Total :				1024.02	0.00	1024.02
Supplier Total :				1024.02	0.00	1024.02

4984	TELUS					
35729	26-May-2014	Issued	112	C	1912.04	
MAY7/14	01-4-2500-000	PAYABLES - TRADE		1912.04		
Invoice Description --> ACRD CONSOLIDATED						
Total :				1912.04	0.00	1912.04
Supplier Total :				1912.04	0.00	1912.04

5025	TOM HARRIS CELLULAR LTD					
35683	12-May-2014	Issued	105	C	39.20	
PORTAIN84427	01-4-2500-000	PAYABLES - TRADE		39.20		
Invoice Description --> BCVFD - INTERNET IN TRUCKS						
Total :				39.20	0.00	39.20
Supplier Total :				39.20	0.00	39.20

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
00049-0019	14-May-2014	Issued	104	T		85.17
173387	01-4-2500-000	PAYABLES - TRADE		19.45		
Invoice Description --> COUGAR SMITH PARK WATER TESTING						
174082	01-4-2500-000	PAYABLES - TRADE		65.72		
Invoice Description --> SB & AVLF WATER TESTING						
Total :				85.17	0.00	85.17
Supplier Total :				85.17	0.00	85.17

5113 TRINITY ANGLICAN LUTHERAN CHURCH						
35684	12-May-2014	Issued	105	C		150.00
APRIL 29, 2014	01-4-2500-000	PAYABLES - TRADE		150.00		
Invoice Description --> HALL RENTAL EMPLOYEE BENEFIT						
Total :				150.00	0.00	150.00
Supplier Total :				150.00	0.00	150.00

5114 TRINEX INTERNET SOLUTIONS INC						
35730	26-May-2014	Issued	112	C		420.00
6702	01-4-2500-000	PAYABLES - TRADE		420.00		
Invoice Description --> MAY 2014 WEBSITE MAINTENANCE						
Total :				420.00	0.00	420.00
Supplier Total :				420.00	0.00	420.00

5128 TSESHAHT FIRST NATION						
35685	12-May-2014	Issued	105	C		605.09
SLVFDWAT12-MAR1	01-4-2500-000	PAYABLES - TRADE		605.09		
Invoice Description --> SLVFD - WATER USAGE FOR JANUARY 2012 TO MARCH 2014 - 1133M3						
Total :				605.09	0.00	605.09
Supplier Total :				605.09	0.00	605.09

5131 TSESHAHT MARKET						
35686	12-May-2014	Issued	105	C		299.85
1469159	01-4-2500-000	PAYABLES - TRADE		94.01		
Invoice Description --> SLVFD - FUEL TRUCK #48 - APRIL 18						
1461815	01-4-2500-000	PAYABLES - TRADE		95.83		
Invoice Description --> SLVFD - FUEL - TRUCK #43 - APRIL 8						
1474695	01-4-2500-000	PAYABLES - TRADE		110.01		
Invoice Description --> SLVFD - FUEL TRUCK #47 - APRIL 25						
Total :				299.85	0.00	299.85
Supplier Total :				299.85	0.00	299.85

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
35731	26-May-2014	Issued	112	C		345.98		
LBA - APR/14	01-4-2500-000	PAYABLES - TRADE		345.98				
Invoice Description --> LBA - APRIL 2014 FUEL								
Total :						345.98	0.00	345.98
Supplier Total :						345.98	0.00	345.98

5186 UCLUELET RENT-IT CENTER								
00047-0007	01-May-2014	Issued	93	T		46.71		
17970	01-4-2500-000	PAYABLES - TRADE		46.71				
Invoice Description --> SALMON BEACH - SEWAGE - PUMPER TRUCK SERVICE								
Total :						46.71	0.00	46.71
00049-0020	14-May-2014	Issued	104	T		787.50		
17997	01-4-2500-000	PAYABLES - TRADE		787.50				
Invoice Description --> SALMON BEACH - GARBAGE HAULING AND BIN RENTAL - APRIL 2014								
Total :						787.50	0.00	787.50
Supplier Total :						834.21	0.00	834.21

5195 UNISERVE COMMUNICATIONS CORPORATION								
35687	12-May-2014	Issued	105	C		29.41		
000502023-0428201	01-4-2500-000	PAYABLES - TRADE		29.41				
Invoice Description --> MAY 2014 WCLF & BCS INTERNET SERVICES								
Total :						29.41	0.00	29.41
Supplier Total :						29.41	0.00	29.41

5278 VANCOUVER ISLAND PUBLISHING GROUP A/R								
00047-0008	01-May-2014	Issued	93	T		628.79		
WNDI00002553	01-4-2500-000	PAYABLES - TRADE		203.70				
Invoice Description --> COMMUNITY TO COMMUNITY - HERE TO THERE AD								
AVTD00009247	01-4-2500-000	PAYABLES - TRADE		425.09				
Invoice Description --> RENUMERATION COMMITTEE ADVERTISEMENT								
Total :						628.79	0.00	628.79
00049-0021	14-May-2014	Issued	104	T		148.18		
AVTD00009326	01-4-2500-000	PAYABLES - TRADE		148.18				
Invoice Description --> BCWS - EXPRESSION OF INTEREST FOR COMM.								
Total :						148.18	0.00	148.18
Supplier Total :						776.97	0.00	776.97

5287 VANCOUVER ISLAND REGIONAL LIBRARY							
35732	26-May-2014	Issued	112	C		99929.00	
2NDQTR2014	01-4-2500-000	PAYABLES - TRADE		99929.00			

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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 --> 2ND QUARTER LIBRARY LEVY 2014							
Total :					99929.00	0.00	99929.00
Supplier Total :					99929.00	0.00	99929.00

5352	VIRCOM INC.						
00047-0009	01-May-2014	Issued	93	T			761.71
IN-000020998	01-4-2500-000	PAYABLES - TRADE			126.95		
Invoice Description --> ACRD COMPUTER - EMAIL SECURITY LICENSE							
IN-000020918	01-4-2500-000	PAYABLES - TRADE			634.76		
Invoice Description --> ACRD COMPUTER - DIRECT QUARANTINE SERVER LICENSE							
Total :					761.71	0.00	761.71
Supplier Total :					761.71	0.00	761.71

5405	TD VISA (SLVFD)						
35733	26-May-2014	Issued	112	C			3283.11
MAY7/14	01-4-2500-000	PAYABLES - TRADE			3283.11		
Invoice Description --> SLVFD - TRAINING & TRAVEL							
Total :					3283.11	0.00	3283.11
Supplier Total :					3283.11	0.00	3283.11

5410	TD VISA						
35734	26-May-2014	Issued	112	C			314.71
MAY5/14	01-4-2500-000	PAYABLES - TRADE			314.71		
Invoice Description --> ACRD VISA							
Total :					314.71	0.00	314.71
Supplier Total :					314.71	0.00	314.71

5423	WALCO INDUSTRIES LTD.						
00049-0022	14-May-2014	Issued	104	T			198.45
24193	01-4-2500-000	PAYABLES - TRADE			198.45		
Invoice Description --> BCWS - REQUEST TO VACCUM AROUND STANDPIPE							
Total :					198.45	0.00	198.45
Supplier Total :					198.45	0.00	198.45

5432	WALLACE TECHNICAL LTD.						
35688	12-May-2014	Issued	105	C			579.08
20140417	01-4-2500-000	PAYABLES - TRADE			579.08		
Invoice Description --> BCWS - VIBRATION ANALYSIS SURVEY - APRIL 15, 2014							
Total :					579.08	0.00	579.08



Supplier : 0004 To T9193
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Batch No. : All

Bank : 0099 To 3
Status : All
Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				579.08	0.00	579.08

Total Computer Paid :	<u>597,508.11</u>	Total EFT PAP :	<u>26,836.10</u>	Total Paid :	<u>1,046,363.99</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>422,019.78</u>		



To: Board of Directors

From: Russell Dyson, Chief Administrative Officer

Meeting Date: June 11, 2014

Subject: **Bulk Water Agreement with the City of Port Alberni**

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into the Bulk Water Agreement with the City of Port Alberni as presented and authorize the Chief Administrative Officer and Chairperson to enter into the Agreement on behalf of the Regional District Board.

Background:

The Alberni-Clayoquot Regional District Board of Directors at their regular meeting held on March 12, 2014 endorsed the Bulk Water Agreement proposed by the City of Port Alberni subject to the following:

- a) structure to the water rates be maintained over time, so that cost allocation to BCWS will not be increased disproportionately compared to the other categories;
- b) creation of an advisory including other bulk water users to meet with the City on a regular basis to consider matters pertaining to water supply planning and finance;
- c) rather than the City having access to property in Beaver Creek, the ACRD will inspect and report on issues that may be contrary to the agreement.
- d) And further that staff be instructed to confirm with the regional district solicitor that the proposed indemnity language is fair and reasonable.

All of the above subjects have been met with the exception of the creation of an advisory committee. An advisory committee will be formed within the next couple of months.

Regional District staff recommends that ACRD Board of Directors enter into the Agreement with the City of Port Alberni as presented.

Time Requirements – Staff & Elected Officials:

Minimal – Staff will assist with the organization of a ribbon cutting ceremony to recognize the contribution of gas tax funds, cooperation between two governments and contribution of former Beaver Creek Improvement District Trustees.

Financial:

Costs covered by user fees charged to the service area.



Submitted by: _____
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance
Rob Gaudreault, Property Maintenance

Meeting Date: June 11, 2014

Subject: ACRD Office Heating & Cooling System Replacement

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors award the tender for replacement of the heating and cooling system of the ACRD office building to Dolan’s Gas Fitting & Heating in the amount of \$78,397.00 plus GST.

Summary:

Tenders were received and opened in public on June 2nd, 2014 at 4:00pm at the ACRD office. The work involves the replacement of the current heating and cooling system and the bidders were asked to make recommendations of configuration to ensure adequate sizing for the office layout. A total of four tenders were received on time. A summary of the tenders is as follows:

Bidder	Total Tender Price Excluding GST
Dolan’s Gas Fitting & Heating	\$78,397.00
Gas Tech Services Inc.	\$85,500.00
Alberni Valley Refrigeration Ltd	\$96,000.00
Archie Johnstone Plumbing & Heating Ltd.	\$103,695.94

Staff is certain that the layout provided by Dolan’s will meet the office needs and is therefore confident in recommending that we proceed with their bid.

The work is to be completed by July 18th, 2014.

Time Requirements – Staff & Elected Officials:

There will be staff time required to oversee the project which will be done by Rob Gaudreault, Property Maintenance Coordinator.

Financial:

The 2014 budget for General Government service included \$90,000.00 for the upgrade of the heating and cooling system at the ACRD office. The tender from Dolan’s Gas Fitting & Heating is within this budget amount.

Policy or Legislation:

The ACRD's purchasing policy was adhered too in this process.

Submitted by: 
Teri Fong, CPA, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance
Rob Gaudreault, Property Maintenance

Meeting Date: June 11, 2014

Subject: Siding Installation of 3rd Avenue Recycle Depot

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors award the tender for siding installation at the 3rd Avenue Recycle Depot to Island Roofing in the amount of \$77,634.45 plus GST.

Summary:

Tenders were received and opened in public on June 2nd, 2014 at 2:00pm at the ACRD office. The work involves the supply and installation of metal panel siding on the exterior of the building. A total of four tenders were received on time. A summary of the tenders is as follows:

Bidder	Total Tender Price Excluding GST
Island Roofing	\$77,634.45
Aurora Roofing	\$80,000.00
Skytec Contracting Canada Ltd.	\$106,000.00
Bowerman Excavating	\$117,000.00

Island Roofing is a local company that has recently performed work for the ACRD at the Beaver Creek Volunteer Fire Hall as a subcontractor of J. Robbins Construction. Staff has been very satisfied with the quality of the work performed on that project and is therefore confident with awarding Island Roofing the contract.

The work is to be completed by August 1, 2014.

Time Requirements – Staff & Elected Officials:

There will be staff time required to oversee the project which will be done by Rob Gaudreault, Property Maintenance Coordinator.

Financial:

The 2014 budget for Alberni Valley & Bamfield Waste Management service included \$142,000.00 for the 3rd Avenue recycle depot building upgrade. Upgrades completed to date include resolving safety issues, and installing new windows. The siding installation is the last component of the project and it is anticipated that the entire project will come within budget.

Policy or Legislation:

The ACRD's purchasing policy was adhered too in this process.

Submitted by: 
Teri Fong, CPA, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



MEMORANDUM

To: Russell Dyson, Chief Administrative Officer, and Regional Board of Directors
From: Mike Irg, Manager of Planning and Development
Date: June 4, 2014
Subject: Bylaw P1310, Sproat Lake Official Community Plan

The Regional District received notification that the Minister of Community, Sport and Cultural Development that Bill 17 received Royal Assent on May 29, 2014. Bill 17 removes the requirement for Ministerial approval of Regional District Official Community Plans. This was the last required step prior to adoption of the Sproat Lake OCP by the Board.

Recommendation:

That the Board of Directors adopt Bylaw P1310, Sproat Lake Official Community Plan.

Submitted by: _____
Mike Irg, Manager of Planning & Development

SPROAT LAKE OFFICIAL COMMUNITY PLAN

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1310

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

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

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

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

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

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

Read a first time this 12th day of June, 2013

Public Hearing held on the 3rd day of April, 2014

Read a second time this 23rd day of April, 2014

Read a third time this 23rd day of April, 2014

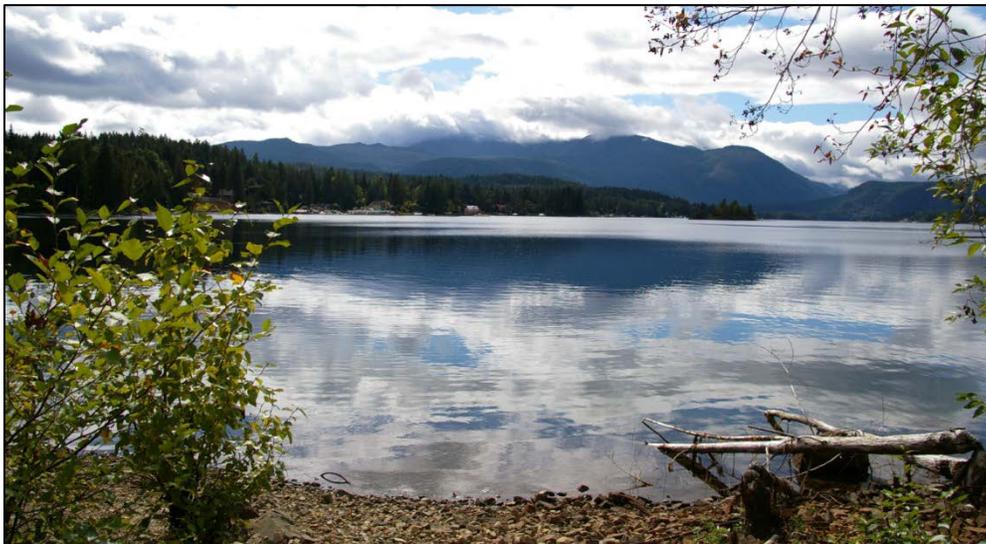
Adopted this day of , 2014

Chairperson

Chief Administrative Officer

Sproat Lake Official Community Plan

Bylaw No. P1310, Schedule A



Revised: June 05, 2013

Sproat Lake Official Community Plan, Bylaw No. P1310

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MAP LIST

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Map No. 2	Land-Use Designations
Map No. 3	Development Permit Areas and Development Approval Information Areas
Map No. 4	Infrastructure and Community Services

PART I – BACKGROUND

1.0 INTRODUCTION

1.1 Plan Preparation

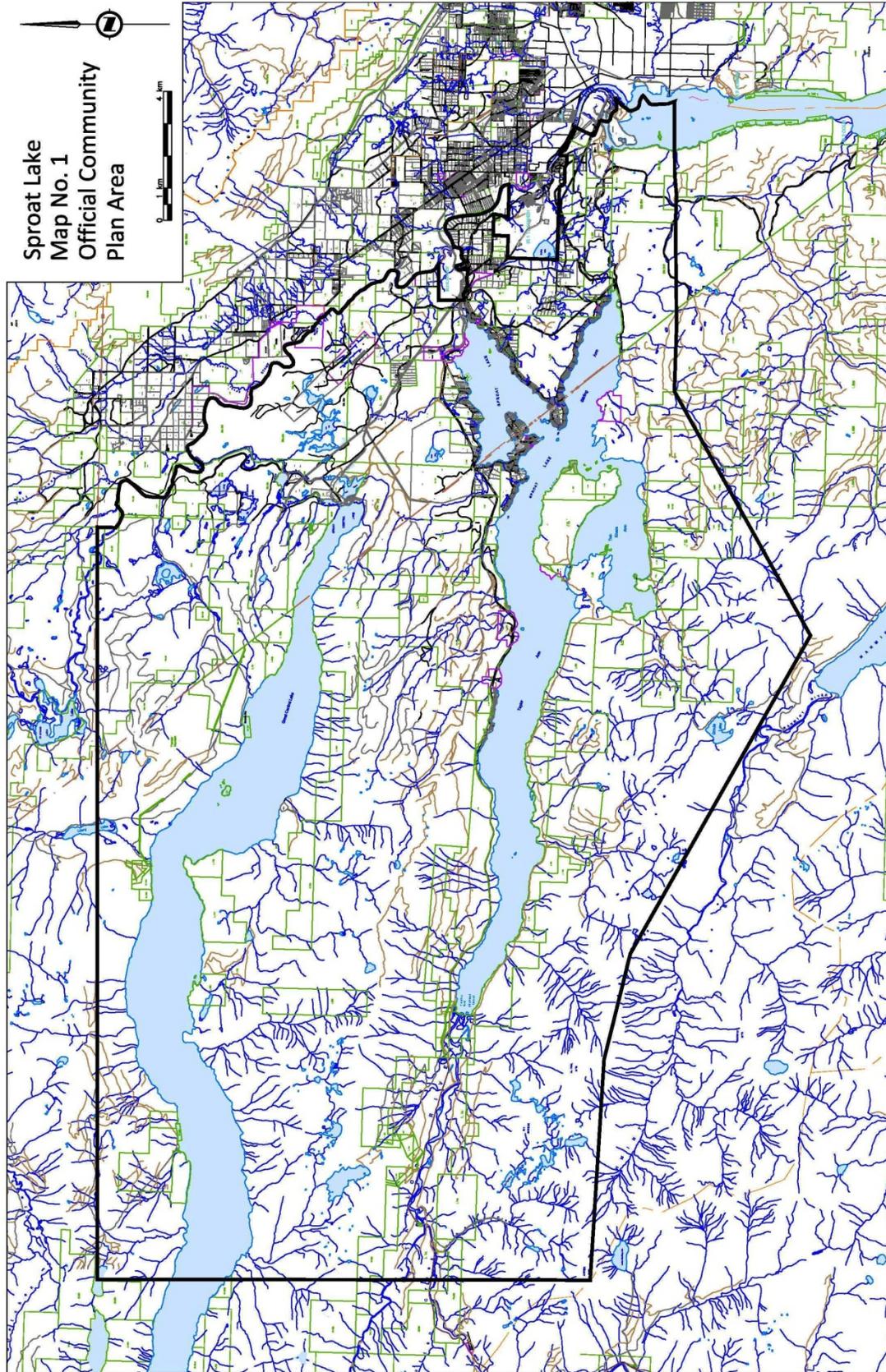
The Alberni-Clayoquot Regional District (ACRD) has undertaken a review and update of Bylaw No. P1118, the Sproat Lake, Electoral Area “D”, Official Community Plan (OCP). In preparation for this review, ACRD staff prepared a background document entitled “Alberni Valley Background Study: Creating a Vision for the Future.” This study was completed in 2010.

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

1.2 Purpose of the Official Community Plan

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

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



1.3 Legislative Authority

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

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

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

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

1.4 Jurisdiction

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

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

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

District has referred this OCP to the ALC and is of the opinion that it is consistent with the *Agricultural Land Commission Act*.

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

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

1.5 Structure of the Plan

This OCP, Schedule A to adopting Bylaw No. P1310, is divided into three parts. Part I, entitled Background, provides an introduction to the planning area and provides an overview of the intent of an OCP. Part II contains the Goals, Objectives and Policies for the community's growth and development over the coming years. The Plan is to be implemented through the designation of land for specific use or uses, which are linked to the policies for those uses. Specifically, Part III, Use of the Plan, is the Plan's implementation section, and describes the designation, intent and use of development permit areas (DPAs). This section also provides a number of additional options available to the ACRD in order to implement the Plan. Part III also establishes policies and procedures for the Plan's amendment and review.

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

1.6 The Plan Area

The Plan area, shown in heavy black outline on Map No. 1, on the following page, has been expanded to the north to encompass most of Great Central Lake. The Plan represents a portion of the Sproat Lake electoral area. For certainty, where there is a discrepancy between Map No. 1 and the letters patent of the Regional District, the definition of electoral area boundary in the letters patent will prevail.

The Sproat Lake OCP area constitutes approximately one-third of Electoral Area “D”, roughly the central/eastern portion. As noted earlier, the Plan area has been expanded northward to encompass most of Great Central Lake, which is part of the Sproat Lake watershed. Those areas where the plan area is not consistent with legal boundaries are either Crown land or privately-owned private managed forest land and, therefore, are primarily subject to provincial regulations.

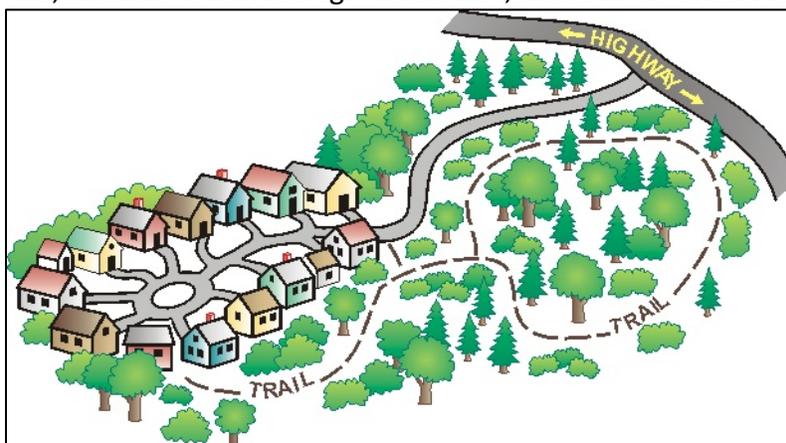
Lands to the north, west and south of the Plan area within the Electoral Area boundaries are predominantly uninhabited forestry lands. Along the eastern border of the Plan area are the Beaufort and Beaver Creek Electoral Areas and the City of Port Alberni.

1.7 Definitions

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

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

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



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

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

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

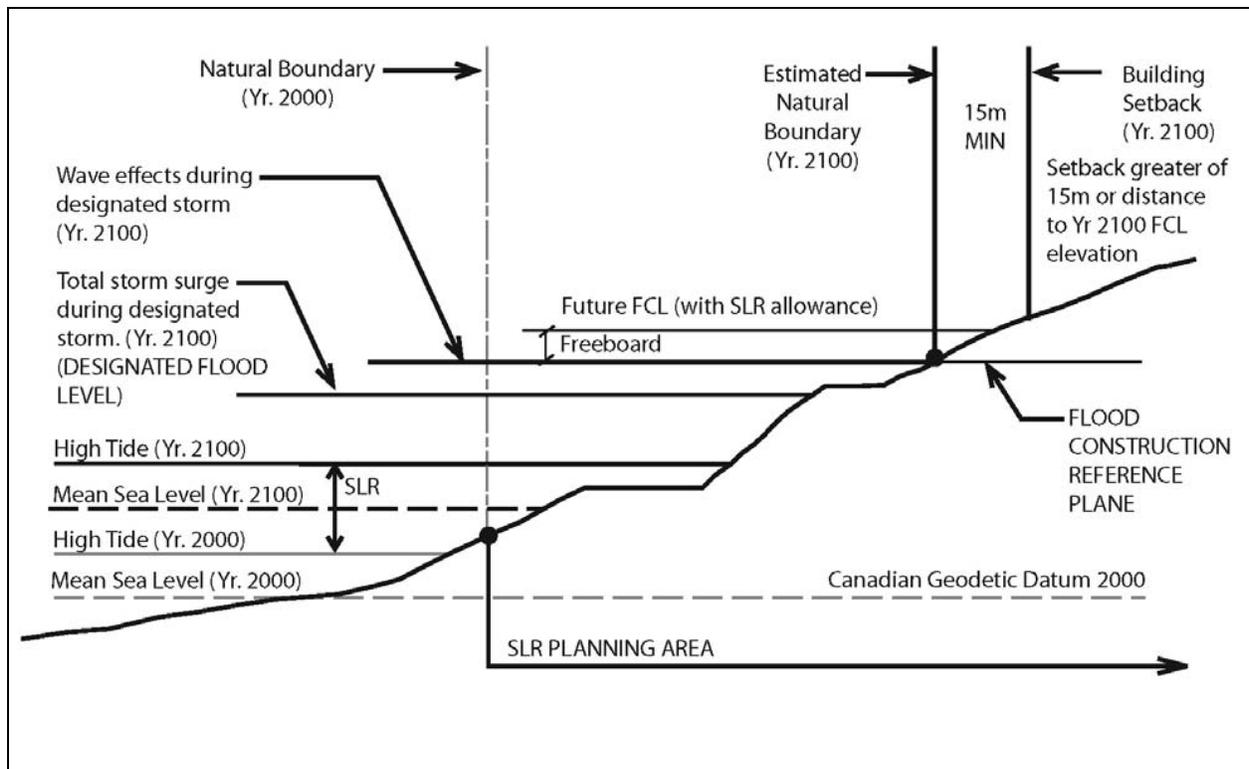
“Conservation design” – see clustering definition.

“Corridor area” means all land within 100 metres of the right-of-way boundary of a highway or a road.

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

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

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



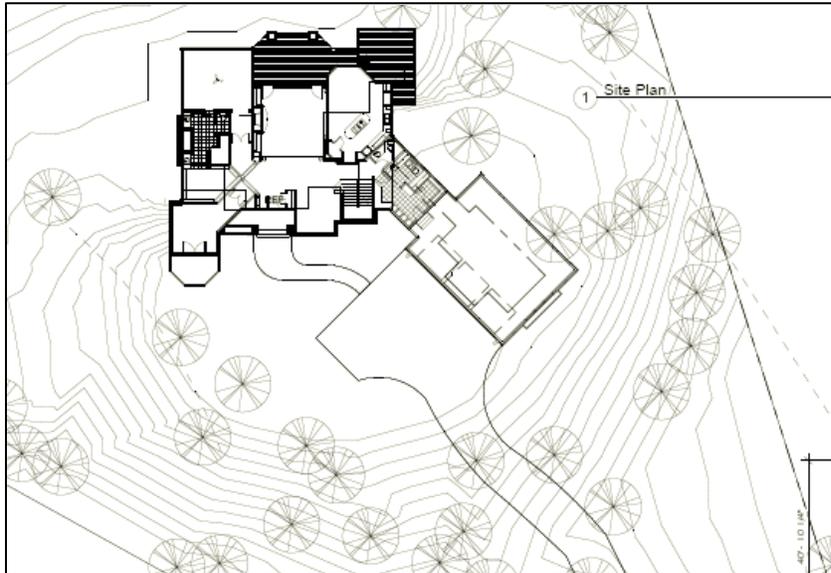
“Home industry” means the use of land, buildings and structures accessory or secondary to the primary residential use of the property for the purpose of storing, assembling, altering, repairing, manufacturing, fabricating, packing, preparing, breaking up, demolishing and treating any article, commodity or substance that can be carried out without hazard or intrusion and without detriment to the amenities of the surrounding area by reason of scale, noise, vibration, smell, fumes, smoke, grit, soot, ash, dust, glare or appearance and does not produce waste water in the process or contaminate water sources. Uses include, but are not limited to, the production of arts and crafts, wine-making, boarding stables, service shop, blacksmith and storage building for vehicles, equipment and commodities. A maximum of two persons who do not live on the property may be employed in the home industry in addition to the full-time resident proprietors.

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

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

“Site adaptive planning” means using site and terrain analyses to determine the most

appropriate form and placement of development for a property and designing development in a manner that it fits within the existing natural systems. Also called ecological planning or designing with nature.¹ See sample sketch below.



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

¹ Based on the principles in the book *Design with Nature*, Ian McHarg, 1969

PART II – GOALS, OBJECTIVES AND POLICIES

2.0 GOALS

2.1 Setting the Stage

During the preparation of the “Alberni Valley Background Study”, consultation with the community helped the ACRD to gain an understanding of the issues that are facing local residents, as well as the future goals for the community. Residents expressed their overall goals for the Alberni Valley. These goals have been combined with the goals expressed in the existing 2005 Sproat Lake OCP.

2.2 The Goals

The goals of the Sproat Lake community are to:

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

2.3 Land-Use Designations

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

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

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

- Residential

- Recreational Residential
- Rural
- Agricultural
- Manufactured Home Park
- Community Service
- Commercial
- Industrial
- Airport
- Parks
- Resource
- Fish Hatchery
- Conservation
- Marina
- Float-home
- Comprehensive Development

3.0 GENERAL PLANNING

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

3.1 General Planning Objectives

- | | |
|-----------------|---|
| Objective 3.1.1 | Employ and encourage property owners and developers to employ sustainability principles and best practices in all aspects of land-use planning, development and management. |
| Objective 3.1.2 | Minimize the potential for land-use conflict and danger from natural hazards. |
| Objective 3.1.3 | Support public access to all water features and public parks. |
| Objective 3.1.4 | Facilitate a wide variety of opportunities for economic activity and employment within the Plan area. |
| Objective 3.1.5 | Facilitate the provision of safe, affordable rental housing within the Plan area. |

Objective 3.1.6 Ensure that opportunities for home industry are provided and endeavour to ensure home industries are operated in a manner least disruptive to neighbours.

3.2 General Planning Policies

It is the Regional District's policy to:

Policy 3.2.1 Consider the **integrity of the natural environment** and the **protection of residents and the built environment** in all planning and development matters.

Policy 3.2.2 Implement **comprehensive development area planning** in areas of particular suitability identified with a CDA designation and consider the use of planning, servicing, heritage and other tools such as density averaging and density bonusing, phased development agreements, Section 219 covenants and other development agreements to facilitate conservation design, clustering, and environmental protection.

Policy 3.2.3 Designate larger tracts of vacant lands as **Development Approval Information Areas** (DAIAs) for matters including the safety the future residents and the built environment on these lands. Refer to Section 20.7 below.

Policy 3.2.4 Require a 10-metre fuel-free or fuel-reduced buffer in the **wildfire interface area** between the forested lands and any building or structure to minimize the danger of fire for all development adjacent to forested lands and woodlots of 20 hectares or more.

Policy 3.2.5 Acquire **public access to water bodies** as parkland dedication through the subdivision process where feasible.

Policy 3.2.6 Require a treed and vegetated and fenced **buffer between agricultural land and non-agricultural development** on subdivisions of the non-agricultural land as recommended by the provincial guidelines in *Guide to Edge Planning*.

Policy 3.2.7 Permit **home occupation uses**, as a secondary or accessory use, in any designation where single-family residential is the principal use.

Policy 3.2.8 Only permit **home industry use** in accordance with all of the following:

- (a) the parcel is a **minimum of 2 hectares** in size;
- (b) a fully and suitable landscaped 10-metre **screened and buffered area** between home industry uses and adjacent properties is provided; and
- (c) **setbacks** of not less than 15 metres from the property line are maintained where home industry use is accommodated within an accessory building and not less than 30 metres from the property line if the use is not located in a building.

- Policy 3.2.9 Permit one **accessory residential dwelling unit** on all lots in all designations where:
- (a) the principal use is a single-family dwelling;
 - (b) the lot is not less than 0.4 hectare in size; and
 - (c) the lot is capable of meeting all building code requirements, as well as health requirements for sewage disposal and potable water.
- On lots 0.8 hectare or more in size, one accessory residential dwelling unit or one manufactured home may be permitted in addition to the principal dwelling.
- Accessory residential dwelling units within the ALR require approval from the ALC.
- Policy 3.2.10 Permit **parks, trails, roads and small-scale utilities** in all designations as specified by the zoning bylaw.
- Policy 3.2.11 Consider issuing **temporary use permits** in appropriate areas in all land-use designations, in accordance with Section 921 of the *LGA*.
- Policy 3.2.12 Maintain a **minimum lot size of 1 hectare** for subdivision purposes in all land-use designations if the lot is serviced with an on-site well and septic system. The minimum lot size may be reduced to 0.24 hectare if the lot is serviced by a community or communal water or sewer system.
- Policy 3.2.13 Support the design and use of **rainwater management plans** for development to ensure that post-development run-off flows approximate pre-development flows.
- Policy 3.2.14 Support **small-scale food production** throughout the Plan area.
- Policy 3.2.15 Promote the development of land in a manner that suits and is **appropriate** to the site upon which it will be built.
- Policy 3.2.16 Protect development in areas that have **steep slopes, risk of subsidence, or susceptibility to flooding**, where known, by designating them as development permit areas, in accordance with Section 921 of the *LGA*.

Advocacy Policies

- Policy 3.2.17 Encourage development plans and site layouts incorporating **site-adaptive planning and conservation design or clustering**.
- Policy 3.2.18 Encourage the **preservation of natural features** such as streams, lakes and wetlands through the subdivision and development process.
- Policy 3.2.19 Encourage **land-use patterns** that do not compromise the ecological integrity and rural character of the Plan area.
- Policy 3.2.20 Encourage development and accompanying road systems to be constructed in a manner **in keeping with the natural environment**.
- Policy 3.2.21 Encourage **comprehensive development planning**.
- Policy 3.2.22 Encourage **residential buildings** on non-agricultural land to be set back **from the ALR boundary**, in accordance with the provincial guidelines in *Guide to Edge Planning*.
- Policy 3.2.23 Encourage site development and landscape plans that **minimize water usage** and reflect water conservation measures, such as using indigenous, drought-tolerant, fire-resistant plants.
- Policy 3.2.24 Encourage existing developments adjacent to forestry lands to **minimize the risk of wildfire** by reducing the amount of potential fire fuel between the trees and any building.

4.0 AGRICULTURAL USE

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

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

4.1 Agricultural Use Objectives

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

4.2 Agricultural Use Policies

It is the Regional District's policy to:

- Policy 4.2.1 Pursue the development of a long-term **plan to increase non-potable water availability** for farming purposes.
- Policy 4.2.2 Maintain a **minimum lot size** of 2 hectares, subject to approval by the ALC, in areas designated for Agricultural uses.
- Policy 4.2.3 Support applications to **include agricultural properties in the ALR.**

Advocacy Policies

- Policy 4.2.4 Discourage the **removal of agricultural land from the ALR.**
- Policy 4.2.5 Encourage the **interim use of agricultural lands** for forestry, silviculture, open space and recreational uses that will not impair the future agricultural viability of those lands.
- Policy 4.2.6 Discourage the **subdivision of land within the ALR** into parcels too small to support economically-viable agriculture.
- Policy 4.2.7 Encourage the production of **non-genetically-engineered organisms**, the use of best practices and the avoidance of chemical pesticides.

5.0 RESOURCE USE

Much of the Sproat Lake area is resource land, predominantly forested, with some gravel extraction on the east side of the Plan area. Large tracts of these resource lands are owned by the Province, while other portions are privately owned. Forested lands provide economic activity, employment, wildlife habitat, stream protection, and buffers between potentially conflicting uses, as well as aesthetic and environmental benefits.

The ACRD also recognizes that natural resources are vital to the development and maintenance of the built environment and its infrastructure. There is some potential for the extraction of mineral and aggregate deposits in the Plan area. Known sand, gravel and mineral reserves are shown on Map No. 4.

5.1 Resource Objectives

- Objective 5.1.1 Maintain a forested land base that contributes to fostering viable resource industries.
- Objective 5.1.2 Maintain forest cover throughout the Plan area so that the hydrological integrity of the Sproat Lake and Great Central Lake watersheds is maintained in order to protect drinking water sources.

5.2 Resource Policies

It is the Regional District's policy to:

- Policy 5.2.1 Maintain a **minimum lot size of 20 hectares** in areas designated for Resource uses.
- Policy 5.2.2. Support **forestry, forestry-related activities, agriculture, resource extraction, fish hatcheries, power-generation facilities and communications facilities** on resource lands, provided all necessary federal and provincial approvals are obtained.
- Policy 5.2.3 Support the on-going use of forest lands for **growing and harvesting of trees**.
- Policy 5.2.4 Support **community forestry** for the benefit of the local community.

Advocacy Policies

- Policy 5.2.5 Encourage large-lot land owners to **retain tree-cover** by using selective harvesting methods and practices that protect and maintain slope and soil integrity and to maintain a buffer adjacent to agricultural and other non-resource lands.
- Policy 5.2.6 Urge that use of private forest lands and Crown lands be conducted in a manner that does **not jeopardize existing and future domestic water quality, flow and supply**, that does not jeopardize sewer systems and that minimizes deforestation.
- Policy 5.2.7 Encourage the provincial government to monitor the effectiveness of **resource policies and regulations** that ensure and support sustainable forest practices and protect drinking water sources on all privately-owned forest lands.
- Policy 5.2.8 Encourage the ministry responsible for forests, major forest companies, community forest operators and small-scale logging operators to utilize **best forest management and harvesting practices** to ensure a sustainable forest resource base while preserving local water resources and other significant environmental features and giving consideration to adjacent residential and recreational values.

6.0 FISH HATCHERY USE

Fish hatcheries provide a substantial contribution to the important fishing industry in the Alberni Valley. There are three fish hatcheries in the Sproat Lake Plan area, all in the Great Central Lake neighbourhood. The federally-owned Robertson Creek Hatchery has been producing spring and coho salmon for over 30 years. Mainstream Canada, a private enterprise, produces Atlantic salmon in its land-based operation. Omega Pacific Hatchery also operates in the area.

6.1 Fish Hatchery Objectives

Objective 6.1.1 Retain and foster the continued operation of fish hatcheries.

6.2 Fish Hatchery Policies

It is the Regional District's policy to:

Policy 6.2.1 Support the ongoing operation of publicly- and privately-owned **fish hatcheries**.

7.0 INDUSTRIAL USE

There are a number of industrial uses, both heavy and light, in the Sproat Lake area that provide employment and economic diversity. The ACRD recognizes the need to designate suitable areas for industrial uses and to encourage industry and industrial uses to locate there. Lands along Hector Road, adjacent to the Alberni Valley Regional Airport and to the east of Devil's Den Lake, designated as Industrial on Map No. 2 of this Plan, reflect present industrial uses as well as areas where future industrial uses are appropriate. New industrial uses may also be permitted on the lands designated Airport Use (refer to Section 15 below).

7.1 Industrial Objectives

Objective 7.1.1 Facilitate the growth and diversification of the local economy.

Objective 7.1.2 Ensure that opportunities for home industry are provided and implemented with minimal disturbance to neighbours.

7.2 Industrial Policies

It is the Regional District's policy to:

Policy 7.2.1 On lands designated Industrial, permit **principal uses** such as heavy industrial uses, light industrial uses, business or industrial parks, storage and warehousing, manufacturing and fabrication, as specified by the zoning bylaw.

Policy 7.2.2 Require industrial uses and activities to be **screened and buffered** where they are located adjacent to non-industrial land.

Policy 7.2.3 Support the **expansion or establishment of services** such as fire protection and communal or community water and sewer to industrial areas where more intensive industrial activities are developed.

Advocacy Policy

Policy 7.2.4 Encourage industrial uses to locate in areas so designated, such as the **airport area and Hector Road**.

8.0 COMMERCIAL USE

Sproat Lake has a number of commercial properties, mainly along the Highway 4 and Hector Road. These are smaller, neighbourhood-oriented enterprises. It is anticipated that some new commercial uses can be accommodated within the area designated for comprehensive development on the east side of Sproat Lake Provincial Park.

The growth of commercial development is expected to be of a smaller-scale, local-service type. The City of Port Alberni is and will continue to be the primary retail and service centre for the Alberni Valley. The Tseshaht Market is a conveniently-located neighbourhood and highway commercial store and gas bar.

8.1 Commercial Objectives

Objective 8.1.1 Facilitate the establishment and operation of small-scale commercial development that is compatible with Sproat Lake's predominantly rural character.

Objective 8.1.2 Encourage tourism, specifically ecotourism, and other economic development opportunities.

8.2 Commercial Policies

It is the Regional District's policy to:

Policy 8.2.1 Consider permitting the following **principal uses on lands designated Commercial**: local commercial, service commercial, highway commercial, tourist commercial, recreation commercial, and campground commercial, as specified by the zoning bylaw.

Policy 8.2.2 Permit **residential developments above commercial** establishments.

Policy 8.2.3 Require **development permits** on lands designated as Commercial within the Highway 4 corridor area.

- Policy 8.2.4 Support the expansion and location of **highway and tourist commercial uses** in the vicinity of Highway 4 and Stuart Avenue and tourist and neighbourhood services in the West Bay area.
- Policy 8.2.5 Support existing commercial enterprises as well as new enterprises that wish to establish a **small-scale, local-service business** in commercially designated areas outside the main transportation corridor area.
- Policy 8.2.6 Work with the Economic Development Office to **promote economic development, tourism and recreational opportunities**.
- Policy 8.2.7 Permit **short-term rental accommodation** as specified by the zoning bylaw.

Advocacy Policies

- Policy 8.2.8 Encourage **small-scale “farm-gate” commercial activities** within the Plan area.

9.0 RURAL USE

Sproat Lake is essentially a rural area, and its residents enjoy the rural nature and lifestyle that this entails.

9.1 Rural Objectives

- Objective 9.1.1 Maintain the predominantly rural character of the area.

9.2 Rural Policies

It is the Regional District’s policy to:

- Policy 9.2.1 Maintain a **minimum lot size of 2 hectares** in areas designated as Rural.
- Policy 9.2.2 Permit a **variety of compatible uses** on rural lots in order to make their retention viable.

Advocacy Policies

Policy 9.2.3 Encourage owners of rural acreages to **maximize the agricultural potential** of their land.

10.0 RESIDENTIAL USE

The Sproat Lake area contains a range of residential uses and lot sizes, from small, suburban lots to acreages and vacation/recreational properties. This diversity affords existing residents and newcomers a number of accommodation options and provides variety within the Plan area. While single-family dwellings form the majority of residential uses, the ACRD recognizes that there may be a need for accessory residential dwelling units, multi-family housing, manufactured homes and residential use above commercial space in some locations in order to facilitate the provision and viability of rental, affordable and special-needs housing. Housing needs for the next five years and the foreseeable future can be met on existing undeveloped properties and within the CDA on the east side of Sproat Lake Provincial Park at densities consistent with surrounding parcels and higher if tailored to comprehensive development proposals.

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

10.1 Residential Objectives

Objective 10.1.1 Allow a range of housing options within the Plan area.

10.2 Residential Policies

It is the Regional District's policy to:

Policy 10.2.1 Ensure that the **principal use** in all areas designated as Residential must be residential, as specified by the zoning bylaw.

Policy 10.2.2 Facilitate **accessory residential dwelling units** in new home construction on lots that are not less than 0.4 hectare and capable of meeting health requirements for sewage disposal for an accessory residential dwelling unit.

Policy 10.2.3 Allow **density bonusing** for the conservation or protection of green space, sensitive ecosystems or wildlife and wildfowl habitat on a proportional basis. As an example, a conservation area of 10% set aside

will result in a 10% density bonus with a minimum increase of one additional lot or residential unit.

Policy 10.2.4 Only consider density bonusing for properties with a minimum lot size of 2 hectares and where the new lots will be serviced with **communal or community water and sewer**.

Policy 10.2.5 Consider **density averaging** for subdivision applications where a communal or community sewer system is accepted by the provincial Approving Officer.

Policy 10.2.6 Consider **smaller lot sizes** for subdivision applications where a substantial portion of the lot is preserved as green space and where the property is designated as a Comprehensive Development Area.

Policy 10.2.7 Require that all new lots created by subdivision are **serviced** with water and sewerage, as follows:

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

Policy 10.2.8 Support the continued use of the existing **manufactured home parks** in the locations shown on Map No. 2.

Policy 10.2.9 Support the provision of **special needs housing, seniors' accommodation, and affordable or rental housing** through the use of density bonusing, residential use above commercial, the addition of an accessory residential dwelling unit and other means.

Advocacy Policies

Policy 10.2.10 Encourage homeowners with an **existing accessory residential dwelling unit** to ensure that it meets all present-day health and safety requirements.

Policy 10.2.11 Encourage natural areas and open space conserved by density bonusing or density averaging to be **accessible to the general public**.

11.0 RECREATIONAL RESIDENTIAL USE

Sproat Lake offers a wealth of recreational opportunities to both residents of the Alberni Valley and visitors to the area. Many people wish to maintain a seasonal or recreational property on the lake. Additionally, many areas on the lake are not adequately serviced or accessible for full-time residency. If owners of property within this land-use designation wish to reside on the property year-round, they would have to apply for an OCP amendment and rezoning, demonstrating that the property meets health and safety requirements.

Tourist accommodation is permitted only in appropriate commercial zones.

11.1 Recreational Residential Objectives

Objective 11.1.1 Provide opportunities for seasonal residency.

11.2 Recreational Residential Policies

It is the Regional District's policy to:

Policy 11.2.1 Permit **part-time residential use** for seasonal or recreational purposes within areas designated Recreational Residential.

Policy 11.2.2 Only permit the development of new lots for part-time residential use where **access is provided either by dedicated roads or by forestry roads.**

12.0 COMPREHENSIVE DEVELOPMENT

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

12.1 Comprehensive Development Objectives

Objective 12.1.1 Provide opportunities for comprehensive development planning.

12.2 Comprehensive Development Policies

It is the Regional District's policy to:

Policy 12.2.1 Work in consultation with the land owner to finalize the **details of CDA plans**, taking into consideration the unique features of the specific site.

Policy 12.2.2 Where a development agreement is used, it should include the details of the development plan, servicing, parkland dedication, public access to the foreshore (if the development is adjacent to the foreshore), phasing (if applicable) and any other matter in accordance with Sections 903, 904, 905.1 or any other sections of the *LGA*, Section 219 of the *Land Title Act* and other regional district authority.

13.0 COMMUNITY SERVICE USE

There is one large area designated for community service, institutional or civic uses in the Sproat Lake Plan area, the regional landfill on the east side of Devil's Den Lake, and a number of smaller lots, including the three fire halls, the fire practice site, the community hall and a school site.

The adjacent City of Port Alberni provides and will continue to provide the major social and community services to the residents of the Plan area. There appears to be limited demand for expanded community service uses in the Sproat Lake Plan area at present, and no new facilities are currently proposed.

13.1 Community Service Objectives

Objective 13.1.1 Maintain existing community service uses within the Plan area.

13.2 Community Service Policies

It is the Regional District's policy to:

- Policy 13.2.1 Support the **continued use** of the community service uses within the community, including the community hall.
- Policy 13.2.2 Work with the land owner to **acquire the land** on which the community hall is located.
- Policy 13.2.3 **Rehabilitate the community hall** preferably in its current location or replace it in a new location.
- Policy 13.2.4 Seek **additional community service, institutional or light-industrial uses** for the vacant airport lands.
- Policy 13.2.5 Support the Sproat Lake Fire Department in its on-going efforts to use the most efficient and effective means of **providing fire protection** for property, residents and visitors in the Plan area.

14.0 INFRASTRUCTURE

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

Water – drinking water, water for agriculture and riparian areas – is extremely important to residents of the Alberni Valley. Many of the residents of the Sproat Lake area draw their drinking water from the lake, while some homes have individual wells. Negative impacts created by forest practices or resource extraction within a watershed can affect large numbers of residents and properties. Therefore the use of private and Crown lands should be conducted in a manner that does not jeopardize existing and future water quality, flow and supply.

In terms of transportation, Highway 4 through the Sproat Lake area is the only road between the City of Port Alberni and the West Coast. The importance of this route means that an orderly and efficient valley-wide transportation network must be balanced with the protection of existing residential neighbourhoods from excessive heavy traffic.

No new roads are anticipated in the short term, although access to comprehensive development areas will be required as part of their development. Communal water or sewer systems may be developed as needed, because of water quality or sewage disposal issues. No Regional District owned and operated (community) water or sewer systems are presently anticipated, and CDA development is likely to result in private communal systems.

14.1 Infrastructure Objectives

- Objective 14.1.1 Require all development to be serviced with adequate potable water and sewerage.

- Objective 14.1.2 Maximize the effectiveness of existing infrastructure.

- Objective 14.1.3 Provide an efficient road and trails network that emphasizes non-motorized alternatives.

14.2 Infrastructure Policies

It is the Regional District’s policy to:

- Policy 14.2.1 Work with residents, relevant provincial ministries, the City of Port Alberni and neighbouring jurisdictions to develop a **logical, efficient and neighbourhood-sensitive** transportation network plan.

- Policy 14.2.2 Work with residents, land owners, provincial ministries and community groups, to develop safe **road-side pathways** and trails that parallel roads with heavy traffic.

- Policy 14.2.3 Consider the development and use of **communal or community systems** for the provision of water or sewerage.

- Policy 14.2.4 Collaborate with land owners and provincial resource agencies to determine the feasibility of developing **watershed management plans** for watersheds that provide drinking water and water for agriculture.

- Policy 14.2.5 Seek co-operation of other government agencies in implementing an **integrated approach to water resource management**.

- Policy 14.2.6 Support necessary **future road development** that incorporates road-side trails.

Advocacy Policies

- Policy 14.2.7 Encourage the provincial government to develop forestry policies and regulations that ensure and support **sustainable forest practices** and protect drinking water sources on all privately-owned resource lands.

- Policy 14.2.8 Encourage **protection of community watersheds and recharge areas** within the Plan area.

- Policy 14.2.9 Encourage the **cost-sharing of new infrastructure** systems with adjacent local governments and provincial agencies to promote greater efficiency.
- Policy 14.2.10 Encourage the Approving Officer to **limit further access directly onto Highway 4** where alternate access onto a secondary road is available.
- Policy 14.2.11 Encourage subdivision applicants to take into account the future development and maintenance of **multi-use paths and trails as part of the transportation system**.
- Policy 14.2.12 Encourage all property owners to maintain and upgrade, where necessary, septic systems to provincial health standards.
- Policy 14.2.13 Encourage the use of non-carbon-emitting forms of transportation.

15.0 AIRPORT USE

The Alberni Valley Regional Airport is located in the Sproat Lake OCP area. The airport is owned and operated by the ACRD. In addition to the facilities normally associated with an airport, the airport lands provide opportunities for airport-related and industrial activities. There are currently a number of such uses on the airport lands.

15.1 Airport Objectives

- Objective 15.1.1 Enhance the economic viability of airport operations.
- Objective 15.1.2 Provide the opportunity for compatible businesses to locate on the airport lands.

15.2 Airport Policies

It is the Regional District's policy to:

- Policy 15.2.1 Work with the City of Port Alberni, the Economic Development Office, First Nations, the Chamber of Commerce and other agencies to **promote greater use** of the Alberni Valley Regional Airport.
- Policy 15.2.2 **Cooperate with airline companies**, flying clubs and individual pilots using the airport.

- Policy 15.2.3 Support the **retention of existing businesses** located on the airport lands.
- Policy 15.2.4 **Promote the availability of land** at the airport to airport-related and compatible businesses.

16.0 HERITAGE AND CULTURE

The Plan area and the rest of the Alberni Valley have a long history of industrial uses and an even-longer history of First Nations' occupation and use of the land, as evidenced by the existence of petroglyphs at the eastern end of Sproat Lake and culturally modified trees. Alberni Valley residents share the traditional territory of First Nations such as the Tseshaht, the Hupacasath and the Uchucklesaht.

The industrial history of the area can be seen in the remains of old logging sites, sawmill facilities, old mining locales, corduroy roads (early logging roads formed of logs) and the remnants of logging communities, such as that at Boot Lagoon on Great Central Lake.

The Community Hall is viewed by local residents as a building with significant and memorable uses.

16.1 Heritage and Culture Objectives

- Objective 16.1.1 Identify, protect and conserve archaeological and historical sites within the Plan area.

16.2 Heritage and Culture Policies

It is the Regional District's policy to:

- Policy 16.2.1 Refer development proposals in areas of **potential archaeological importance** to the provincial Archaeology Branch.
- Policy 16.2.2 Support the identification, protection and **conservation of archaeological sites and features** through the Approving Officer's subdivision review and approval requirements; any known

archaeological feature or site should be identified by checking the provincial archaeological database and clearly shown on an application for subdivision.

Advocacy Policies

Policy 16.2.3 Encourage private land owners and developers to **respect archaeological features** when discovered and identified.

17.0 PARKS AND RECREATION USE

There are a number of provincial and regional parks and campsites located in the Sproat Lake Plan area. The trails in the area play an important role in maintaining the health and safety of recreational users. There is a desire for more multi-use (pedestrian, equestrian and cycling) trails within the community, particularly paralleling major transportation routes.

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

Other parks or cash in lieu of parkland may be considered by the ACRD in other areas in response to subdivision or development proposals in accordance with the principles and policies in this plan.

17.1 Parks and Recreation Objectives

- Objective 17.1.1 Develop an integrated network of multi-use trails within the Plan area to connect with trails in adjacent areas.
- Objective 17.1.2 Improve access to Sproat Lake and Great Central Lake.
- Objective 17.1.3 Facilitate the development of a range of parks and trails.
- Objective 17.1.4 Incorporate environmental protection in park design, management and use.

17.2 Parks and Recreation Policies

It is the Regional District's policy to:

- Policy 17.2.1 Work with the City of Port Alberni, First Nations, the provincial government, private land owners, the Trails Committee, the Sproat Lake Parks Commission and local residents to develop a **comprehensive trail network**.
- Policy 17.2.2 Pursue the incorporation of **multi-use paths along highways** within the community and, in particular, along Highway 4, Faber Road, Stirling Arm Drive and Lakeshore Road.
- Policy 17.2.3 Expand the linear **park system** along the Stamp and Somass Rivers and along major creeks.
- Policy 17.2.4 Through the subdivision process, collaborate with the relevant ministry to obtain **public access to the foreshore and to streams** when appropriate, through dedication in accordance with Section 941 of the *LGA*.
- Policy 17.2.5 Work with residents, community groups, property owners and the Sproat Lake Parks Commission to ensure that **local residents have adequate access to the lakes** within their neighbourhoods.
- Policy 17.2.6 Work with provincial authorities, local residents, property owners and the Sproat Lake Parks Commission to identify, improve and provide signage for **public accesses in appropriate locations** to the foreshore and streams.
- Policy 17.2.7 Only support trails on ALR lands that have, in addition to the land owner's permission, the **approval of the ALC** and that are designed in accordance with the specifications in *A Guide to Using and Developing Trails in Farm and Ranch Areas*.
- Policy 17.2.8 Require **parkland dedication** through the subdivision process where it meets stated parkland planning objectives/goals for the area or where indicated with a "P" on Map No. 2 and only consider cash in lieu of parkland where the provision of land for a park is not ideal.
- Policy 17.2.9 Work with provincial and federal authorities, land owners, community groups and businesses to promote the **development in Resource areas and in provincial parks** of additional day-camp and picnic facilities, boat-launch ramps, parking, toilets, access to the lakes, with maintenance and

supervision, where appropriate, and specifically in the Taylor Arm area and, if feasible, in the Two Rivers area.

Advocacy Policies

Policy 17.2.10 Encourage **sustainable, environmentally-sensitive, respectful use** of parks and trails.

Policy 17.2.11 Encourage provincial authorities to **expand Fossli Provincial Park** with some wilderness camping facilities.

18.0 MARINE USE

This section on marine uses is intended to include a wide range of objectives and policies for waterbodies such as Sproat Lake, Great Central Lake and other major streams within the Plan area. In addition, three site-specific designations – marina use, float-home use and conservation – are contained within this section.

The Sproat Lake watershed drains an area of 357 km² (35,700 ha)² and covers most of the Plan area. Both Sproat Lake and the Taylor River have been identified with having high fisheries values, and the Sproat Lake watershed is designated a community watershed.³ Sproat Lake supplies drinking water for homes along the lakeshore. This large and diverse lake also has exceptional recreational values. For these reasons Sproat Lake is seen by local residents and visitors as a unique feature, and is treated as such in this Plan.

Great Central Lake, which is approximately 42 km. in length and 5,180 hectares in area, is a very fertile spawning ground.

Boating is a popular recreational activity on both Sproat Lake and Great Central Lake. A wide variety of watercraft, including houseboats, powerboats, sailboats, jet-skis, canoes and kayaks, are used by local residents and visitors. Used responsibly, these watercraft have little impact on the lake environment. However, misuse, accidents and irresponsible practices – such as parking on sensitive shoreline, fuel spills and dumping of black- and/or grey-water – can lead to the degradation of water quality and the destruction of fish and wildlife habitat.

With the increasing level of motorized boating on the lakes, there are concerns about the consequent impacts on the natural environment, human safety and quiet enjoyment. The level of concerns, combined with the fact that limited resources are available for enforcement,

² Sproat Lake Watershed Assessment Update (2008), David Campbell, M.Sc., P.Geo.

³ *Ibid.*, p. 8

prompted the development of this section of the Plan and an awareness of the need for greater efforts to educate the boating public.

18.1 Marine Use Objectives

- Objective 18.1.1 Protect the quality and quantity of water in Sproat Lake and Great Central Lake.
- Objective 18.1.2 Maintain the unique physical and biological characteristics of the shoreline environments.
- Objective 18.1.3 Promote active, responsible stewardship of the lakes.
- Objective 18.1.4 Distinguish between the levels and types of uses that can be supported by different areas of the lakes.

18.2 Marine Use Policies

- Policy 18.2.1 Designate **development permit areas** 30 metres from the high water mark on major streams and 15 metres on Sproat Lake and minor streams.
- Policy 18.2.2 **Designate specific areas** for marina use, float-home use and conservation.
- Policy 18.2.3 Permit the **mooring of houseboats** only in areas designated for Marina use as specified in the zoning bylaw.
- Policy 18.2.4 Permit **only those structures**, such as moorage, docks and fences **on the foreshore** that are in compliance with the *Navigable Waters Protection Act* and the zoning bylaw.
- Policy 18.2.5 Permit only those waterfront improvements, such as floats, docks and piers, below the high water mark to the west of the E&N land grant line that have obtained a **Land Act tenure** from the provincial government.⁴
- Policy 18.2.6 Work with provincial and federal authorities to increase public

⁴ http://www.for.gov.bc.ca/Land_Tenures/tenure_programs/programs/privatemoorage/index.html TimberWest may implement a similar policy for waterfront improvements that fall under its jurisdiction to the east of the E&N land grant line.

awareness, to provide information on **safe and courteous boating and specific marine-use areas** and to post signage at legitimate boat launch locations.

Policy 18.2.7 Work with provincial authorities, landowners and community groups to increase public awareness of the **impacts of chemical fertilizers, pesticides**, the spread of aquatic weeds and invasive species.

Policy 18.2.8 Support the development of a **sewage pump-out facility** to serve watercraft on Sproat Lake.

Policy 18.2.9 Support the continuation of the Sproat Lake **Marine Patrol program**.

Policy 18.2.10 Work with federal and provincial authorities to extend the **greywater discharge prohibition** to Sproat Lake and Great Central Lake.

Policy 18.2.11 Work with the local community, land owners and business owners to identify an appropriate location for **water-related industrial uses**.

Policy 18.2.12 Support the establishment of a **paddling centre** at the Bomber Base site or at any other appropriate location and the continuation of the Sproat Lake Regatta.

Advocacy Policies

Policy 18.2.13 Encourage provincial and federal authorities to continue to **monitor issues and activities** that impact water quality and quantity in Sproat Lake and Great Central Lake.

Policy 18.2.14 Encourage the use of **non-motorized navigational watercraft** such as kayaks, canoes and sailboats and the minimization of noise from motorboats.

Policy 18.2.15 Encourage federal authorities to establish a **“Slow – no wake” speed limit** near highly-populated residential areas on Sproat Lake.

Policy 18.2.16 Encourage **sustainable, environmentally-sensitive use** of the lakes and adherence to the *Canada Shipping Act* and Regulations, including the enforcement of Transport Canada’s unposted speed limit of 10 km/hr within 10 metres from shore.⁵

⁵ http://www.tc.gc.ca/eng/marinesafety/debs-obs-quick-quick_visitor-1610.htm

- Policy 18.2.17 Encourage waterfront owners to **share dock facilities** that extend to deep water in order to minimize the impact of numerous docks in shallow water, as recommended by best practices guides.⁶
- Policy 18.2.18 Encourage waterfront owners to **use best practices in the siting of structures** on the foreshore and in aquatic areas, the requirement to comply with the *Fish Protection Act* and the *Navigable Waters Protection Act*, the avoidance of sensitive areas and the selection of materials.
- Policy 18.2.19 Encourage the use of “soft” shoreline protection measures such as vegetation enhancement, upland drainage control and biotechnical measures, rather than the construction of “hard” measures such as concrete groins, lock block and retaining walls.
- Policy 18.2.20 Encourage familiarization by both boaters and lakeshore residents with federal and provincial rules and regulations for safe, courteous and sensitive use of the water and the foreshore.⁷
- Policy 18.2.21 Discourage any increase in the **number of houseboats**, wakeboard and wake-surfing boats, oversized motorboats and ocean-going motorboats on Sproat Lake to minimize damage to the foreshore and to shoreline improvements.
- Policy 18.2.22 Discourage the use of **uncoated styrofoam floats** for docks.
- Policy 18.2.23 Encourage the installation of grey-water holding tanks on houseboats.

19.0 NATURAL ENVIRONMENT

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

⁶ Ministry of Agriculture and Lands' *Requirements and Best Management Practices – Designing Your Dock or Boat Launch; On the Living Edge: Your Handbook for Waterfront Living, BC Edition*; the federal/provincial publication *Coastal Shore Stewardship: A Guide for Planners, Builders and Developers*; *Living by Water*; *Guide to Green Boating* and others

⁷ <http://boating.ncf.ca/laws.html>; <http://safeboatingcourse.ca/>; http://www.boatsmartexam.com/en/?utm_source=bing&utm_medium=cpc; and others

corridors is important for human safety.

Reducing greenhouse gas emissions is a critical concern that can be addressed, to a significant extent, by the use of development permits. Riparian areas have been designated as development permit areas, generally as shown on Map No. 3.

There are both water and land areas in the Sproat Lake area that are of significant environmental or cultural sensitivity. These areas are seen as requiring special attention and protection.

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

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

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

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

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

Policies, in addition to those contained earlier in this Plan, and actions to achieve these targets follow in sections 19.2 and 19.3.

19.1 Natural Environment Objectives

- Objective 19.1.1 Support the protection of environmentally-sensitive areas and species at risk.
- Objective 19.1.2 Support the protection of the quality of surface and ground water, fish habitat, and wetlands.
- Objective 19.1.3 Minimize opportunities for human-wildlife conflicts.
- Objective 19.1.4 Facilitate the reduction of greenhouse gas emissions.
- Objective 19.1.5 Minimize the spread of invasive species.

19.2 Natural Environment Policies

It is the Regional District’s policy to:

- Policy 19.2.1 Protect the **environmental integrity of the natural resources** including lakes, wetlands, rivers, streams and karst features.
- Policy 19.2.2 Protect known sensitive ecosystems, wildlife and wildfowl habitat, and **environmentally-sensitive areas**.
- Policy 19.2.3 Facilitate the development of new and expansion of existing **water systems** in neighbourhoods consisting of smaller lots.
- Policy 19.2.4 Facilitate the development of **new communal sewer systems**.
- Policy 19.2.5 Support adherence to Bear Smart Community guidelines on the website <http://www.env.gov.bc.ca/wld/bearsmart/#first> in order to **minimize human/bear conflicts**.
- Policy 19.2.6 Seek guidance and financial assistance from senior governments for **help in implementing** its greenhouse gas emission reduction targets and policies.
- Policy 19.2.7 Work with provincial authorities to prevent the introduction and spread of **invasive plant and animal species**.
- Policy 19.2.8 Preserve **areas designated for Conservation** from development, construction, camping and overnight mooring.

Advocacy Policies

- Policy 19.2.9 Discourage **development in hazardous areas**, including on or in close proximity to steep slopes (30% or greater), lands prone to flooding, or lands susceptible to slumping.
- Policy 19.2.10 Encourage the installation of **bike racks** at all commercial establishments in the Plan area.
- Policy 19.2.11 Encourage the use of **non-motorized forms of transportation** such as walking and bicycling and the use of public transit, car-pooling and ride-sharing to minimize greenhouse gas emissions.
- Policy 19.2.12 Encourage **siting** all dwellings, buildings and structures where they have the least impact on the natural environment and where they may best utilize passive solar heating.
- Policy 19.2.13 Encourage the use of **energy and water conservation devises** such as solar panels or tubes, rainwater collection systems, composting or low-flush toilets, greywater systems, low-water-using showers and appliances in all buildings.
- Policy 19.2.14 Encourage the use of **geothermal, air-source heat pumps or solar energy** to reduce greenhouse gas emissions.
- Policy 19.2.15 Encourage the **retention of natural vegetation for carbon sequestration**.
- Policy 19.2.16 Urge residents to refrain from providing food to **bears**.
- Policy 19.2.17 Encourage residents and visitors to be aware of the existence of **cougars** in the Plan area and to become familiar with encounter guidelines such as those in “Living Smart with Cougars”.⁸
- Policy 19.2.18 Encourage the use of Conservation Data Centre mapping to identify the existence of any **species at risk** in order to protect them when planning and implementing development plans.
- Policy 19.2.19 Discourage **open burning** of waste and refuse in order to protect air quality and prevent air-pollution-related health risks.⁹

⁸ <http://www.wildsmart.ca/cougarsmart.htm>

⁹ <http://www.env.gov.bc.ca/epd/bcairquality/reports/pdfs/open-burning-bylaws-vancouver-island.pdf>

Policy 19.2.20 Encourage **shoreline stabilization** by means such plantings, logs, large rocks, etc., rather than retaining walls and other hardening materials wherever possible.¹⁰

Policy 19.2.21 Encourage homeowners to **upgrade old appliances and wood stoves** to energy-efficient ones.

19.3 Greenhouse Gas Emissions Reduction Actions

Action #1 The Regional District will build or assist in building, acquire, provide or otherwise encourage through development approvals not less than **one kilometre of pathway or trail per year** within the Plan area.

Action #2 The Regional District will provide information and advice to home owners who wish to **legalize an existing accessory residential dwelling unit** or to create a new one.

Action #3 The Regional District will work with the **Trails Committee** to develop a valley-wide trails network.

Action #4 The Regional District will investigate the viability of a **paratransit system**.

¹⁰ See “On the Living Edge: Your Handbook for Waterfront Living” and “Coastal Shore Stewardship: A Guide for Planners, Builders and Developers on Canada’s Pacific Coast”

PART III – USE OF THE PLAN

20.0 IMPLEMENTATION

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

Implementation can be achieved by the use of a number of methods and tools. The Regional District currently employs its Zoning and Building Bylaws and, in some instances, development permits, as tools. This Plan extends the use of development permits to the expanded Plan area to enable the ACRD to better control development in riparian and sensitive areas. New development permit areas have been included in the Plan. The intent, exemptions and guidelines for DPAs are contained in Sections 20.1 to 20.6 below. The approximate locations of DPAs are shown on Map No. 3; the relevant DPA section below should be referred to for specific boundaries of a DPA.

Another tool, the designation of lands as **development approval information areas** (DAIAs), is used in this Plan to facilitate the provision of information on the anticipated impact of the proposed activity or development on the community. This is detailed further in section 20.7.

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

While vacation rentals are not currently permitted in residential designations in the plan area, there is an interest by some property owners to look at options for vacation rentals. As part of the OPC implementation, a study looking at options for vacation rentals, should be undertaken by the Regional District.

20.1 Development Permit Areas

Section 919.1(1) of the *LGA* allows local governments to designate DPAs for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;

- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;
- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

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

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

DPA I	Riparian Areas Protection
DPA II	Protection from Natural Hazard Areas
DPA III	Objectives for Form and Character

20.2 DPA General Guidelines

The following general guidelines apply to all DPAs:

- Guideline 20.2.1 Where land is subject to more than one DPA designation, only a single development permit is required and only one permit fee will be charged. However, the application is subject to the requirements of all applicable DPAs.
- Guideline 20.2.2 On existing lots that are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.
- Guideline 20.2.3 The Regional District may consider issuing a development permit to vary or supplement a bylaw or to set standards in accordance with Section 920 (2) of the LGA.

20.3 Development Permit Exemptions

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

- i. Form and character of buildings that do not involve multi-family residential, commercial or industrial uses.
- ii. Interior or structural alterations or repairs to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building's footprint or height.
- iii. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement, soil stabilization or erosion control.
- iv. Routine maintenance of existing landscaping, lawn, paths, gardens or driveways.
- v. The removal of invasive plants or noxious weeds listed on the Coastal Invasive Plant Committee's website¹¹, provided that measures are taken to avoid sediment or debris being discharged into the stream or onto the foreshore and the area is replanted with native species.
- vi. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, in consultation with the Fisheries & Oceans Canada if the trees are located within a riparian setback, that represent an imminent safety risk.
- vii. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals, on provision of evidence of such approvals to the ACRD.
- viii. Emergency procedures to control or reduce immediate threats to life or property, such as those described in the Provincial Emergency Program and in compliance with federal and provincial legislation, including:
 - a) emergency actions for flood protection and erosion protection;
 - b) removal of hazard trees;
 - c) clearing of an obstruction from bridge, culvert or drainage flow in accordance with the *Water Act*;
 - d) bridge and safety fence repairs in accordance with the *Water Act*; and
 - e) limbing, pruning and topping of trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a professional arborist.
- ix. Public works and services constructed following best management practices for the specific concern with the DPA.
- x. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
- xi. Activities permitted by the provincial government on Crown forestry lands.
- xii. Farming activities on land within the Agricultural Land Reserve.
- xiii. Pump houses of not more than 9.2 m².
- xiv. Paths for pedestrian use up to 1.0 metre in width provided all of the following are

¹¹ <http://coastalinvasiveplants.com/invasive-plants/priority-plants> at the time of adoption of this Plan.

satisfied:

- a) are constructed exclusively of pervious natural materials with no concrete, asphalt, pavers or treated wood;
- b) do not entail structural stairs;
- c) entail removal of streamside or lakeside vegetation;
- d) do not impair stream bank or lakeshore stability;
- e) do not impact sensitive habitat; and
- f) are specifically designed to discourage motorized vehicle use.

20.4 DPA I – Riparian Areas Protection

Category

In conformance with the objectives of the provincial *Fish Protection Act*, the ACRD wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 919.1 (1) (a) of the *LGA*, the ACRD designates riparian areas along streams, as defined by provincial regulations,¹² as DPA I areas. DPA I areas include all of the lands within 30 metres of major streams and within 15 metres of Sproat Lake and minor streams. Setbacks will be calculated as follows:

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

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

Within the Sproat Lake OCP area, “major streams” include Great Central Lake, Boot Lagoon, Taylor River, Alberni Inlet, Ash River, Stamp River, Somass River, Sproat River and Two Rivers. “Minor streams” include but are not limited to Somers Lake, Patterson Lake, Turtle Lake, Ward Lake, Devil’s Den Lake, McCoy Lake, Shuhum Creek, Ward Creek, Bookhout Creek, Clutesi Creek, Friesen Creek, Heath Creek, Demens Creek, Nook Creek, Fossli Creek, St. Andrew Creek, St. Dennis Creek, all other named and unnamed creeks, lakes and wetlands.

The community recognizes that a stream – whether located within lands designated for

¹² http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/10_376_2004

resource use, agricultural use or residential or rural use – is a continuous entity and should be protected along its entire length.

Justification

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

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

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

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

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

The objectives of having these Development Permit requirements include:

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

Guidelines

The following guidelines apply:

- i. Development or alteration should be planned to avoid intrusion into DPA I areas and to minimize the impact of any activity on these areas.

- ii. A QEP should be retained for the purpose of preparing a report detailing site conditions and describing any measures that must be taken in order to protect the riparian area.
- iii. Protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance streams, fish habitat or riparian areas.
- iv. In the absence of a report from a QEP, a minimum vegetated buffer of 30 metres between the high water mark and any building or structure should be preserved on major streams free from development, and 15 metres on minor streams or streams.
- v. The total amount of impervious cover on property adjacent to a stream should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- vi. The construction of a small accessory building such as a gazebo, garden shed or play house may be permitted if all the following apply:
 - a) The building is located within an existing landscaped area;
 - b) No native trees are removed;
 - c) The building is located a minimum of 15 metres from the high water mark of a minor stream or 30 metres from the high water mark of a major stream; and
 - d) The total area of the structure is not more than 9.2 m².

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

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

20.5 DPA II – Protection from Natural Hazards

Category

In accordance with Section 919.1 (1) (b) and 920 (7.1) of the *LGA*, areas that are or may be subject to natural hazards such as flooding, sea-level rise, erosion, slides, rock falls, subsidence, wildfire, areas within the tsunami-hazard zone and steep slopes with an incline of 30 percent or more are designated as DPA II, generally as shown on Map No. 3. Where a portion of a legal lot falls within the DPA, the entire lot is considered to be subject to the following guidelines until further survey by the property owner and a professional report in accordance with *LGA* Section 920(11) determines the precise portions of the property that would not be affected by natural hazards.

Justification

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

structures.

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

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

Rural areas of the regional district have experienced wildfires in the past, often originating in forested lands. Fire can also spread, however, between a building and nearby forestry lands. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is subject to General Planning Policy 3.2.4 and thereby required to plan for a 10-m fuel-free or fuel-reduced buffer zones between the forested land and any buildings. The ACRD may decide to designate areas located adjacent to forestry lands as development permit areas. Existing developments adjacent to forestry lands are advised to minimize the risk of wildfire by reducing the amount of potential fire fuel between the trees and any buildings.

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

It should be noted that a number of hazard areas lie outside the jurisdiction of OCP policies. These include floodplain areas such as those on the lower Taylor River, Gracie Creek and Sutton Creek and areas prone to landslides such as steep slopes in Snow Creek, Sutton Creek and the upper Taylor River.

Guidelines

Development of land, buildings and structures should be in accordance with the following guidelines:

- i. In the absence of a geotechnical engineering report where development is proposed on steep slopes, no development or alteration of land will be permitted on the escarpment or within 30 metres of the top of the ridge or the base of the slope.
- ii. Development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA II areas and to minimize the impact of any activity on these areas.

- iii. Development should be planned to avoid the tsunami hazard area, described as the area between the high tide line and a horizontal distance of 30 metres from the natural boundary of the sea or the furthest extent of the tsunami zone as shown by the best available mapping, whichever is greater.
- iv. The recommended flood construction level for coastal areas in the ACRD is 10 metres vertical elevation above the normal highest tide in Alberni Inlet or as calculated by the best available expertise of a QEP taking into consideration the slope of the land, anticipated sea-level rise, storm surges and freeboard.
- v. Prior to any development or alteration of land within DPA II areas, a QEP should be retained for the purpose of preparing a report identifying and describing any hazards which may affect the safe development of the land including, but not limited to:
 - tsunami inundation;
 - riparian flooding;
 - slopes with an incline of 30 percent or more;
 - subsidence; and
 - ground water flows.
- vi. An application for should identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or hazard area.
- vii. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of a stream or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
- viii. The applicant should consider the suitability of the land to accommodate the use intended.
- ix. Plans should establish a safe setback line from any streams and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the opinion of an engineer or qualified professional, be caused by the hazards of flooding, erosion, subsidence, earthquake, mud flows or any combination thereof.
- x. The QEP's recommendations and the conclusion of the report should:
 - a) certify that the land is safe for the use intended;
 - b) acknowledge that the Approving Officer and the ACRD Board may rely upon the report when making a decision on applications for the subdivision and the development of land;
 - c) certify that the probability of a geotechnical failure or other substantial hazard that could result in property damage is less than two per cent (2%) in 50 years or as specified by the most recent edition of the "APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC";
 - d) identify any deficiency in the design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
 - e) prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of

- the development; and
- f) where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.
 - xi. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant's professional engineer should confirm that the works and actions will be acceptable to local government from an environmental perspective, and that they would meet regulatory requirements, prior to completing the report and a detailed design.
 - xii. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA II areas, as recommended by a QEP.
 - xiii. Where lands within DPA II areas subject to seasonal flooding are proposed for development, the flood construction level should be a vertical elevation at least four metres (4 m.) above the high water mark or as stipulated by federal or provincial approval authorities.
 - xiv. Coastline areas that are subject to flooding should be flood-proofed to the standards specified by the authority having jurisdiction.
 - xv. In order to minimize the risk of fire spreading either to or from significant tree cover, new development adjacent to forestry lands is required to plan for a 10-m fuel-free or fuel-reduced buffer zone between the forested land and any buildings.

20.6 DPA III – Objectives for Form and Character

Category

In accordance with Section 919.1(f) of the *LGA*, the Regional District establishes objectives for the form and character of development in industrial, commercial and multi-family areas. Areas designated as DPA III include all industrial, commercial and multi-family designations for properties fronting on Highway 4 or within the highway corridor area and are shown generally on Map No. 3.

Justification

Highway 4 is the most heavily travelled roads in the region, providing access between Port Alberni and the West Coast. The scale and character of the built environment along this travel corridor have an impact of the impression formed by both residents and visitors as they travel through the western portion of the Alberni Valley. The major objective of the development permit designation is to ensure that development, whether new or redevelopment of existing sites or lots, forms a positive impression to the greatest extent possible. The intent is to encourage enhancement of the built environment by high-quality design and screening in new development and in redevelopment and to minimize the impacts of such development on the transportation network.

Guidelines

Development of industrial, commercial and multi-family buildings and structures should be in

accordance with the following guidelines:

- i. The scale, massing and shape of proposed structures should reflect and relate to adjacent and neighbouring developments as well as to the specific site. Monolithic structures and long, blank, windowless, unarticulated walls should be avoided.
- ii. Commercial developments adjacent to the Highway 4 should place their main structures adjacent to the highway and locate parking and loading at the rear, away from the travelling public, and in accordance with the zoning bylaw.
- iii. Support service structures and facilities such as loading bays, refuse containers and storage areas should be screened with walls, fencing, hedging, planting, other screening materials or a combination of these materials.
- iv. The shape, siting, roof-line and exterior finish of buildings should be sufficiently varied to avoid visual monotony yet reflect a West Coast experience and tradition as much as possible through the retention of existing trees, where practicable, and the use of local materials. The use of wood, wood shingles or shakes, stone, board and batten as external cladding, where appropriate, is encouraged.
- v. Proposed developments should be sited so that they do not overshadow or dominate adjacent developments and, where located adjacent to residential uses, that the residential use and desire for privacy is respected by the use of screening or buffering from the commercial or industrial development.
- vi. Interruptions to view planes should be avoided or minimized. This can be achieved by appropriate siting, by setbacks, or by clustering buildings.
- vii. Vehicular access and egress should be provided, where feasible, to avoid direct highway access. Where this is unavoidable, efforts should be made to consolidate such accesses to the main highway arteries.
- viii. All signage should be in conformance with the ACRD's signage bylaw.
- ix. Exterior floodlighting should be unobtrusive, non-flashing and directed so that it does not create glare or a visual nuisance for neighbours and passing pedestrians and drivers.
- x. A minimum 3-metre-deep landscaped strip should be established and maintained on frontages along Highway 4 and adjacent to neighbouring residential, institutional and agricultural uses.
- xi. A landscape plan for the development, including the parking area, should be prepared as an integral part of design and layout, utilizing indigenous plant species with low irrigation and maintenance requirements. The ACRD strongly encourages xeriscaping.
- xii. Bicycle lock-up racks should be provided near the entrance to buildings.

20.7 Development Approval Information

Under Section 920.01 of the *LGA*, an Official Community Plan may designate areas or circumstances or a combination of both where development approval information is required. For much of the Plan area, the only available contour mapping is the provincial Terrain Resource Inventory Mapping (TRIM) at a scale of 1:20,000 and 20-metre contour intervals. There is little or no scientifically-recorded information related to critical habitat and other ecological resources, hazard areas, and archaeological resources within the Plan area, especially

for the southern portions of the Plan area.

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

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

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

20.8 Amendment Procedures

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

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

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

20.9 Plan Review

The Official Community Plan should be reviewed at intervals of approximately five years with respect to satisfying the requirement to maintain an adequate supply of residential land. The

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



MEMORANDUM

TO: Russell Dyson, CAO and Regional Board of Directors

FROM: Heather Adair, Jr Planner

DATE: June 4, 2014

RE: Public Hearing Report for Bylaw P1323 (McArthur)

A Public Hearing for Bylaw P1323 was held on Tuesday, June 3, 2014 at the Alberni-Clayoquot Regional District office. The meeting was attended by 0 members of the public, Director McNabb, ACRD planning staff Mike Irg & Heather Adair, and applicant Kathy McArthur.

There was no correspondence received from the public. Referral agency responses were printed and made available for viewing at the public hearing. Referral agencies are supportive and/or interests unaffected by the proposal.

Recommendation

That the Board of Directors:

- 1) Receive the public hearing report;
- 2) Receive the public hearing minutes;
- 3) Proceed with second and third readings of Bylaw P1323.

Submitted by:

Heather Adair, Junior Planner

Reviewed by:

Mike Irg MCIP, Manager of Planning and Development

Russell Dyson, Chief Administrative Officer

RE14002

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



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
June 3, 2014 – ELECTORAL AREA 'E' Beaver Creek

Minutes of a Public Hearing held on Tuesday, June 3, 2014 at 7:00 pm at the Alberni-Clayoquot Regional District office, 3008 Fifth Avenue, Port Alberni BC.

Present: John McNabb, Electoral Area "E" (Beaver Creek) Director
Staff: Heather Adair, Jr Planner, Mike Irg, Manager of Planning & Development
Applicants: Katherine McArthur (property owner of 5427 Gordon Avenue)
Members of the Public: 0

1. The meeting was called to order at 7:00 pm.
2. Director John McNabb introduced himself and ACRD staff representatives Heather Adair and Mike Irg.
3. Director McNabb asked staff to read out Notice of Public Hearing.
4. The notice was read by Heather Adair as follows:

A Public Hearing for residents and property owners within Electoral Area "E" will be held in the Board Room at the Regional District of Alberni-Clayoquot office, 3008 Fifth Avenue, Port Alberni BC, at 7:00 pm on June 3, 2014 to consider the following bylaw:

Bylaw P1323 to rezone LOT A, DISTRICT LOT 23, ALBERNI DISTRICT, PLAN 27025 from Small Holdings (A1) District to Acreage Residential (RA3) District to allow for a proposed two (2) lot subdivision.

David & Katherine McArthur, Property Owners – 5427 Gordon Avenue

All persons who consider their interest in property affected by the proposed bylaw will be given an opportunity to be heard in matters contained in the bylaw.

The Public Hearing for Bylaw P1323 is to be held by the Director for Beaver Creek, the Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaw as set out in this notice.

Interested persons may inspect the bylaw and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from May 22, 2014 to June 3, 2014 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

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

5. Director McNabb stated that the purpose of this hearing is to hear representation, both written and verbal, from any person who believes their interest in property is affected by the proposals. The Regional Board will receive full minutes of the hearing before voting on the bylaw. If the hearing is contentious, we will record it and produce a verbatim transcript. If it is not, staff will take written minutes that summarize the issues raised.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
June 3, 2014 – ELECTORAL AREA 'E' Beaver Creek

6. Director McNabb asked staff to read out any written correspondence received prior to the public hearing related to this application.
7. H. Adair noted that no public written responses were received and that there was no public present at this meeting. Referral responses from outside agencies '**Appendix A**' were printed and are available.
8. Director McNabb called on the applicant and/or agent to explain the proposal.
9. Katherine McArthur (owner, 5427 Gordon Avenue) explained that the 5427 Gordon Avenue proposal was to subdivide their current property into two lots.
10. Director McNabb questioned whether the septic system had been assessed for the second lot.
11. H. Adair explained that yes the applicant had hired a Waste Water Practitioner to assess the second lot and that they had a letter identifying that a septic system would be possible. H. Adair also explained that the applicant had installed a new septic system for their existing home.
12. Director McNabb asked for presentations from the public, none were received.
13. Director McNabb explained that the Board cannot receive any new information between the end of the hearing and making a decision on the bylaws.
14. Director McNabb asked three times for any further representations – none were made.
15. The Public Hearing terminated at 7:07 pm.

Certified Correct:

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

Minutes Prepared by:

Heather Adair, Jr Planner/Bylaw Officer



Your File #:
eDAS File #: 2014-01873
Date: May/05/2014

Alberni Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, British Columbia V9Y2E3

Attention: Heather Dunn

Re: Proposed Rezoning Bylaw P1323 for:
Lot A, DL 23, Alberni, Plan 27025
(5427 Gordon Avenue, Port Alberni)

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*, subject to the following conditions:

- 1 Not to be construed as a subdivision approval;
- 2 All buildings or structures are to meet or exceed the minimum 4.5m setback limitations from the boundary of Gordon Avenue specified by B.C. Regulation 513/04;
- 3 No additional drainage is to be directed to the Ministry's drainage system (ie. Post development drainage flow is not to exceed pre development flows);

If you have any questions please feel free to call Tim Silbernagel at (250) 751-3253.
Yours truly,

Tim Silbernagel
District Development Technician

Local District Address
Vancouver Island District Third Flr 2100 Labieux Road Nanaimo, BC V9T 6E9 Canada Phone: (250) 751-3246 Fax: (250) 751-3289



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1323

ACRD FILE NO.: RE14002

APPLICANT NAME: Dave & Kathy McArthur

ACRD CONTACT: Heather Dunn

Date of Referral: April 24, 2014

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

That I receive a referral from the Min. of Transportation and Infrastructure to ensure this proposal meets the intent of VIHA's Subdivision Standards to protect Public Health

*Thank You
Glenn Gibson*

Agency (please print):

VIHA

Name (please print):

Glenn Gibson

Title:

EHO

Signature:

Date:

April 25/14



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1323

ACRD FILE NO.: RE14002

APPLICANT NAME: Dave & Kathy McArthur

ACRD CONTACT: Heather Dunn

Date of Referral: April 24, 2014

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Large empty rectangular box for additional information or comments.

Agency (please print): Beaver Creek Volunteer Fire Department

Name (please print): Charlie Starratt

Title: Fire Chief

Signature:

Charlie Starratt

Date: April 25, 2014

Heather Adair

From: Steve Tatoosh [Steve@hupacasath.ca]
Sent: Monday, May 12, 2014 1:44 PM
To: Heather Adair
Cc: Rick Hewson
Subject: RE: Bylaw Referral - 5427 Gordon Ave. Beaver Creek

Hi Heather,

Thanks for recognizing Hupacasath interest to this area, however after an extensive traditional use review we do not have any issues with this application.

Sincerely,

Steven Tatoosh

Natural Resource Manager

Hupacasath Nation

From: Heather Adair [mailto:hadair@acrd.bc.ca]
Sent: May-12-14 9:32 AM
To: Steve Tatoosh
Subject: FW: Bylaw Referral - 5427 Gordon Ave. Beaver Creek

Hi Steve,

I didn't receive a response from the Hupacasath First Nation on this referral. If you would like to provide comment, please do so by May 16, 2014.

Thank you,

Heather Adair

Jr. Planner/Bylaw Enforcement Officer

Alberni-Clayoquot Regional District

(250) 720-2712

This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.

From: Heather Dunn
Sent: Thursday, April 24, 2014 4:41 PM
To: Heather Dunn
Cc: Andy Daniel; Rob Gaudreault; Gibson, Glenn; Tim.Silbernagel@gov.bc.ca; John Thomas; Steve Tatoosh; dross@tseshaht.com; 'lcheetham@sd70.bc.ca'; Charlie Starratt; 'Henigman, Margaret FLNR:EX'
Subject: Bylaw Referral - 5427 Gordon Ave. Beaver Creek

Hi there,

Attached is a Bylaw Referral Form for rezoning a property located at 5427 Gordon Ave in Beaver Creek.

A response is requested by May 9, 2014.

Thank you,

Heather Dunn

Heather Dunn

From: Charity Hallberg
Sent: Tuesday, May 06, 2014 10:44 AM
To: Heather Adair
Subject: FW: ACRD Referral RE14002, 5427 Gordon Ave. ERS101670

See below.

Charity Hallberg Dodds
Planning Assistant
Alberni-Clayoquot Regional District

From: Henigman, Margaret FLNR:EX [<mailto:Margaret.Henigman@gov.bc.ca>]
Sent: May-06-14 10:30 AM
To: Charity Hallberg
Subject: ACRD Referral RE14002, 5427 Gordon Ave. ERS101670

Hi Charity; I didn't have a general response e-mail and sensed that I should try to get this response back to you folks asap. I believe this was to go to Heather Dunn, but I don't have her direct e-mail, so perhaps you could forward this on for me?? Thanks.

I have reviewed the staff report prepared for 5427 Gordon Ave. to rezone a property on Beaver Creek, a known fish bearing stream. We have no objection to the proposal if the requested two lots will fit on the property in a manner that will not encroach on the riparian setback established under your bylaw. Consistent with your staff report we recommend that a Qualified Environmental Professional prepare a report, detailing where the setback should be established and what measures are necessary to ensure the setback will be protected over time. We recommend that this report include provisions for sediment and erosion control, tree protection, hazard tree management and windthrow, storm water management, fencing, slope stability, floodplain protection etc. These measures should be included in a Development Permit for the property and applied before the property is cleared, should there presently be standing vegetation on the lot.

Regards,

Maggie Henigman, MA
Ecosystems Biologist
Ministry of Natural Resource Operations
West Coast Region
250-751-3214
margaret.henigman@gov.bc.ca



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1323 **ACRD FILE NO.:** RE14002

APPLICANT NAME: Dave & Kathy McArthur

ACRD CONTACT: Heather Dunn

Date of Referral: April 24, 2014

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

Drainage ditches to be provided for each lot to accommodate storm water from future structures.

Agency (please print): ACRD

Name (please print): NIGEL SUTTON

Signature: *[Handwritten Signature]*

Title: Bldg/Plumbing Insp

Date: May 13/14

Heather Dunn

From: Andy Daniel
Sent: Thursday, April 24, 2014 4:51 PM
To: Heather Dunn
Cc: John Thomas
Subject: RE: Bylaw Referral - 5427 Gordon Ave. Beaver Creek

Hi Heather,

Providing a residential water service connection to the new lot is possible, but will require a long side road crossing from the 150mm service main on the south side of Gordon as the watermain on the north side is for transmission.

Regards,
Andy

From: Heather Dunn
Sent: April-24-14 4:41 PM
To: Heather Dunn
Cc: Andy Daniel; Rob Gaudreault; Gibson, Glenn; Tim.Silbernagel@gov.bc.ca; John Thomas; Steve Tatoosh; dross@tseshah.com; 'lcheetham@sd70.bc.ca'; Charlie Starratt; 'Henigman, Margaret FLNR:EX'
Subject: Bylaw Referral - 5427 Gordon Ave. Beaver Creek

Hi there,

Attached is a Bylaw Referral Form for rezoning a property located at 5427 Gordon Ave in Beaver Creek.

A response is requested by May 9, 2014.

Thank you,

Heather Dunn
Jr. Planner/Bylaw Enforcement Officer
Alberni-Clayoquot Regional District
(250) 720-2712

This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1323

OFFICIAL ZONING ATLAS AMENDMENT NO. 676

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

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

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

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

1. TITLE
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1323.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT A, DISTRICT LOT 23, ALBERNI DISTRICT, PLAN 27025 from Small Holdings (A1) District to Acreage Residential (RA3) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 23 day of April, 2014
Public Hearing held this 3rd day of June, 2014
Read a second time this day of ,
Read a third time this day of,

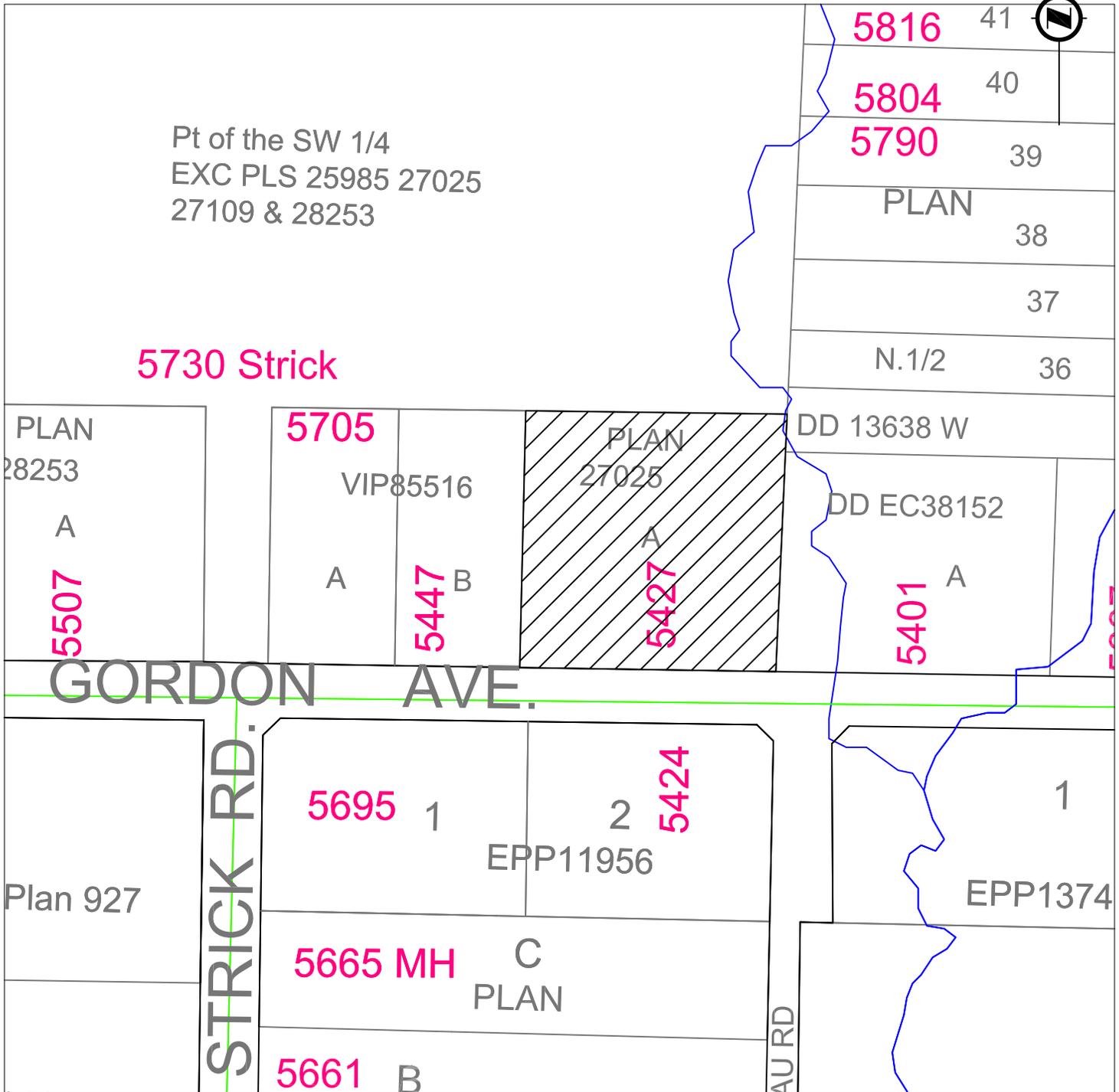
Adopted this day of ,

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1323



Legal Description: LOT A, DISTRICT LOT 23, ALBERNI DISTRICT, PLAN 27025.



To be rezoned from Small Holdings (A1) District to Acreage Residential (RA3) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





MEMORANDUM

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: June 5, 2014
Subject: Staff Report

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

- Continue working with the Coordinator on development of the Alberni-Clayoquot Health Network and Planning Committee – Review of Regional Transit Study, support and participation in the Bamfield/Anacla Accord and Healthy Communities Forum;
- Regional Water Improvement Program – Continuing implementation;
- Updating/renewing various agreements;
- Strategic Planning follow-up and project management and governance review;
- Occupational Health and Safety initiatives and policy development;
- Response to new WorkSafe BC Policy;
- Updating various ACRD Bylaws;
- ACRD Website Re-Development;
- Reconciliation follow up;
- Follow-up from the 2014 Budget Adoption;
- 2014 Local Government Election and Referendum Preparations;
- C2C Planning Forum follow-up;
- Legal Issues and Negotiations
- Personnel Issues
- Board Remuneration Review Process including formation of the Board Remuneration Review Committee.
- Processing FOI Requests

Submitted by: 
Russell Dyson, Chief Administrative Officer



MEMORANDUM

TO: Regional Board of Directors

FROM: Mike Irg, Manager of Planning and Development

DATE: June 4, 2014

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

2013 Total	2014 Total	APPLICATION
20	3	Rezoning
11	3	Development Permit and Development Variance Permit
11	3	Subdivisions
1	2	Agricultural Land Reserve
1	1	Board of Variance
9	2	Crown Leases
26	12	Bylaw Enforcement
13	6	Miscellaneous
92	32	TOTAL APPLICATION RECEIVED

Other Planning Projects

Regional Parks Committee meeting scheduled for June 16th to review the draft Regional Parks Plan. Sproat Lake OCP presented to the Board for adoption.

Work on the zoning bylaw rewrite continues.

Staff has been assisting the Uchucklesaht planning department with the draft zoning maps for Uchucklesaht's new zoning bylaw.

Bylaw enforcement issues continue to take up a considerable amount of staff time.

Mike Irg, Manager of Planning and Development



MEMORANDUM

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Date: June 5, 2014
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following in May 2014:

- Attended the Government Financial Officer Association annual conference in Nanaimo with Andrew McGifford, Accountant. This year's main topics included:
 - Asset management and long term financial planning – this is an area that requires attention by the ACRD and the presenters provided many options for how to conduct this work initially and then how to maintain the information whether by consultants or in house staff. Although a plan is not mandatory at this time, the applications to the Building Canada Fund from organizations with a plan will be ranked higher during evaluations. Staff will research what will be involved in developing a plan for the Regional District and present options during the 2015 budget discussions.
 - Strategic plans – as pressures for local government to perform increase it becomes increasingly more important to develop strategic plans to guide the organization. It is important when developing a plan to include measurable outcomes and provide links into the budget process. Strategic plans are hard to develop as a Regional District and even if we do not develop an entire organization plan I feel that it is important to start developing small plans for individual service areas. For example, this may be a great process for the Long Beach Airport Advisory to undertake to help shape the future of the airport.
- Compiled the Statement of Financial Information required for reporting to the Ministry of Community, Sport and Cultural Development.
- Developed the tenders for the siding installation at the 3rd Avenue recycle depot and the heating and cooling system replacement at the ACRD office.
- Met with Port Alberni Junior Hockey Society and the Alberni Valley Bulldogs to come up with partnership plan.
- Reviewed the Alberni Valley Landfill operations tender and provided input.
- Created security issuing bylaw for City of Port Alberni's application to the Municipal Finance Authority for borrowing in the fall.

Submitted by: _____

Teri Fong, CGA, Manager of Finance

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of June 6, 2014

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
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	Yuułuʔiłʔatḥ to respond
2.	July 10 th Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation	Russell/ Cindy/ Tony/ Penny	John Rampanen to conduct Board education session June 18 th
3.	March 12 th Board	Consult the Fisheries Committee and arrange a meeting regarding the Omega Fish Hatchery Letter	Wendy/ Tracy	Meeting scheduled – June 23 rd , 10:00 am, RD Office
4.	March 26 th Board	Check with PA Fire hall regarding Ministry of Environment air quality monitoring equipment	Russell	Investigating
5.	April 9 th Board	Investigate if Board can appoint alternate for the Island Corridor Foundation under Ken McRae's mentorship	Russell	Investigating
6.	April 9 th Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings	Russell	Requested
7.	May 13 th AV Comm.	Meet with representatives of the AV Bulldogs Junior Hockey Society to investigate options and develop a plan to support the AV Bulldogs and the AV Recycling Program	Russell	Report to AV Committee June 17
8.	May 13 th AV Comm.	Invite representatives of the AV Chamber of Commerce to the next Alberni Valley Committee meeting to provide an overview of their plans for re-establishing the focal point sign	Wendy	Done – Presenting at June 17 AV Comm. mtg.
9.	May 13 th AV Comm.	Proceed with the Alberni Valley Airport obstacle assessment and precision runway survey and develop a plan to respond to the assessment and invite Coulson's Group to the next Alberni Valley Committee meeting to discuss the proposed runway extension	Russell/ Mark	In Progress
10.	May 14 th Board	Contact UBCM requesting an update on a resolution passed at the 2007 Convention regarding increasing the underwriters life span of fire trucks & report back to the Board	Russell	Request made
11.	May 14 th Board	Prepare a report for consideration by the Board with a terms of reference for an Economic Development Meeting in the region	Russell/ Pat	In progress

#	Date	Action Item	Assigned to	Target Date/Update
12.	May 14 th Board	Invite a representative of Island Timberlands to make a presentation to the Alberni Valley Committee regarding the use of herbicides within our watersheds	Wendy	Invitation sent
13.	May 14 th Board	Arrange the first meeting of the 2014 Board Remuneration Review Committee: Bob Kangiesser, Ken McRae and Stefan Ochman appointed to the Committee	Wendy	First meeting scheduled June 10 th
14.	May 28 th Board	Draft a letter to the Provincial Government requesting they ensure that shipbuilding is done in British Columbia	Wendy	In Progress
15.	May 28 th Board	Invite a representative from the Ministry of Transportation and Infrastructure to meet with the Board discuss road and signage issues in the region	Wendy	In Progress
16.	May 28 th Board	Draft a letter to Island Timberlands requesting their participation in the West Island Woodlands Advisory Group	Russell	Done
17.	May 28 th Board	Draft a letter to the Province supporting the future of the Island Coastal Economic Trust	Wendy	In Progress
18.	May 28 th Board	Draft a letter to the Provincial Government regarding the findings of the Kennedy Lake ambulance accident review, expressing serious concerns with ambulance workers being overworked due to staff shortages and request funding being increased to hire additional staff	Wendy	Done
19.	May 28 th Board	The Board of Directors extended the current contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for an additional six month term ending December 31, 2014 – Draft a letter to Tanis	Wendy	Done
Finance Department				
20.	April 23 rd Board	Prepare a report to the Board on the benefits and costs of signing onto the BC Climate Action Charter	Teri	June 2014
21.	April 23 rd Board	Invite BC Transit, Diversified Transit Ltd. to make a presentation to the AV Committee	Teri	Rescheduling
22.	April 23 rd Board	Draft a report for the next AV Committee meeting on review of lease rates at the AV Airport	Teri/ Andy	June AV Comm.
23.	May 14 th Board	The Board approved the Alberni Valley Landfill Operations Contract Request for Proposals and directed staff to advertise the RFP opportunity, as recommended by the Alberni Valley Committee – Contact McGill's to proceed	Teri	In progress

#	Date	Action Item	Assigned to	Target Date/Update
24.	May 28 th Board	The Board approved applying for an infrastructure Planning Grant on behalf of the Cherry Creek Waterworks Dist. (CCWW) to develop an infrastructure improvement plan – apply for the grant	Teri	In progress
25.	May 28 th Board	The Board adopted Bylaw No. F1111, “Alberni-Clayoquot Regional District Security Issuing Bylaw, 2014 – Arrange for signatures	Teri	In progress
Environmental Services Department				
26.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	Letter sent January 12 th
27.	Sept. 8/10 WC	Investigate with Tla-o-qui-aht First Nation well development at the Long Beach Airport	Russell	Invitation sent again – Feb. 5 th
28.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
29.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Rob G.	Design in progress
30.	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	June
31.	April 23 rd Board	The Board of Directors directed staff to: 1. Meet with the Tseshaht and Hupacasath First Nations and the City of Port Alberni with respect to their consideration on providing a connection to their water systems for the Bell Road/Stuart Avenue water supply; and following the consultation, 2. Provide the information to the Bell Road/Stuart Avenue residents on the water servicing options	Andy/ Russell	In progress
32.	May 28 th Board	The Board of Directors authorized the Alberni Valley Regatta Association to use the parking area at the Alberni Valley Airport for overflow parking of vehicles and boat trailers during the AV Regatta Association Event on July 19 th and 20 th , 2014 at Sproat Lake and authorize the Chairperson and Chief Administrative Officer to enter into a license of use agreement – prepare an agreement for signature	Andy/ Janice	Done
33.	May 28 th Board	The Board of Directors authorized entering into a three-year lease agreement with KD Air for a Kiosk space at the Long Beach Airport terminal building at a rate of \$400.40 per month plus GST. With increases in	Andy/ Janice	Done

#	Date	Action Item	Assigned to	Target Date/Update
		subsequent years based on the British Columbia Consumer Price Index (CPI) for the period March to March of the preceding year. In no event shall the annual rent be less than the preceding year – prepare lease agreement for signatures		
PLANNING DEPARTMENT				
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 following Airport rezoning	Mike	Letter sent to TFN Jan 16
35.	June 1/09	Bamfield Official Community Plan Review	Mike	May 28 th Board
36.	n/a	Sproat Lake OCP Review	Mike	Received second and third reading
37.	Apr. 27/11 BD	The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed	Mike	Advertising for contractor support
38.	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	Working with neighbor to move dock
39.	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	Contacted Hall Society – Society working on options
40.	July 24 th 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	2014 Budget
41.	April 23 rd Board	Agricultural Support Services Staff to advertise a request for contract proposals not to exceed \$30,000 for agricultural support services – ADC to meet with Board	Mike	June
42.	May 14 th EA Directors & Tofino Mtg.	Draft a resolution for approval by the Board to forward to AVICC and UBCM requesting the regulations for use of parkland dedication monies be expanded to include improvements of existing parks	Mike	June
43.	May 28 th Board	Bamfield Official Community Plan - The Board amended Bylaw P1309, Regional District of Alberni-Clayoquot Bamfield Official Community Plan Bylaw P1309, 2013 as presented and read the Bylaw a second time as amended	Mike	Public Hearing June 16

#	Date	Action Item	Assigned to	Target Date/Update
44.	May 28 th Board	RT14001, ACRD, Medical Marihuana Facilities Zoning Text Amendment – Report and Bylaw P1321 - The Board of Directors amended Bylaw P1321 to remove Medical Marihuana Facilities as a permitted use in the Forest Reserve (A4) District and increase the minimum lot area required for Medical Marihuana Facilities in the Small Holdings (A1) District, Rural (A2) District and Forest Rural (A3) District from 1.62 hectares (4 acres) to 2.43 hectares (6 acres) and gave Bylaw P1321second reading as amended & delegated public hearing	Mike	Public Hearing June 16
45.	May 28 th Board	AE14001, Gerald Thompson, 6370 Donahue road Application to Subdivide within the ALR – Report The Board of Directors passed a resolution to forward the application to the Agricultural Land Commission noting that the application complies with the Beaver Creek Official Community Plan	Mike	Done
46.	May 28 th Board	Toquaht Nation Foreshore Agreement Memorandum The Board of Directors passed a resolution to provide support to the Toquaht Nation for the document titled “Application of Laws to Foreshore Act”	Mike	Done

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