



GOVERNMENT SERVICES COMMITTEE

MONDAY, FEBRUARY 18, 2013

5:00 P.M.

COUNCIL CHAMBERS, CITY HALL

410 ESPLANADE

Mandate – To advise Council on a broad spectrum of issues related to departmental matters

COUNCILLOR GORD HORTH, CHAIR

Page

CALL TO ORDER

1. AGENDA APPROVAL

2. MINUTES

2.1. Minutes of the Government Services Committee Meeting held January 21, 2012

3-4

3. DELEGATIONS

3.1. Rupinder Basi, Altus Group

Proposed Monopole at Telus Office, 11 Roberts Street

Presentation in accordance with Guidelines for the Siting of

Telecommunications Facilities, adopted by Council on February 6, 2012

(See staff report under Agenda Item #4.3)

4. STAFF REPORTS

4.1. City Manager's Report

5-7

4.2. Proposed Telus Monopole at 11 Roberts Street

8-10

4.3. Smoking Regulations

11-27

4.4. Building Inspector's Report – January 2013

28

4.5. Trolley Report – January 2013

29

4.6. Fire Chief's Report – January 2013

30

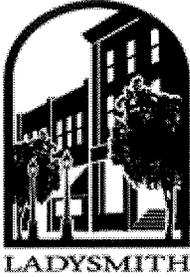
4.7. Coastal Animal Control Services – January Pound Report

31-32

4.8. Ladysmith Chamber of Commerce Visitor Centre Report – January 2013

33-34

	<u>Page</u>
5. COUNCIL SUBMISSIONS	
5.1. Public Input Process – Mayor Hutchins	
5.2. Volunteer Appreciation Dinner – Mayor Hutchins	
5.3. Ladysmith Home, Garden and Business Show – Schedule	
6. CORRESPONDENCE	
6.1. Iris Hesketh-Boles, Association of Vancouver Island & Coastal Communities AGM and Convention	35-43
<u>Staff Recommendation</u> That the Committee recommend to Council the names of Town delegates to attend the 2013 AVICC Conference.	
<i>Note that Council policy permits up to four Councillors and the Mayor to attend the AVICC and UBCM annual conventions.</i>	
6.2. Muriel and Ken Carlson Garbage along Walkways and Paths in Waterfront Vicinity	44-48
<u>Staff Recommendation</u> That the Committee recommend that Council refer the correspondence from Muriel and Ken Carlson regarding garbage and litter on walkways and roads in the waterfront area, dated February 8, 2013, to bylaw enforcement staff for investigation and response.	
<i>This correspondence was accompanied by a CD containing 75 photographs of garbage in the waterfront area. A color print-out of the photographs and the CD are available in Council Chambers.</i>	
7. NEW BUSINESS	
8. UNFINISHED BUSINESS	
ADJOURNMENT	



**TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE
MONDAY, JANUARY 16, 2012**

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett, Chair
Councillor Gord Horth
Councillor Glenda Patterson

Councillor Bill Drysdale
Mayor Rob Hutchins

Councillor Jillian Dashwood
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli
Felicity Adams

Sandy Bowden
John Manson

Erin Anderson
Joanna Winter

CALL TO ORDER

Councillor Arnett called the meeting to order at 6:30 p.m.

AGENDA APPROVAL

2012-001

It was moved, seconded and carried that the agenda for the Government Services Committee of January 16, 2012 be adopted as circulated.

MINUTES

2012-002

It was moved, seconded and carried that the minutes of the Government Services Committee meeting held December 19, 2011 be adopted as circulated.

DELEGATIONS

Geoff Millar, Mike Kelly, Cowichan Economic Development Commission

Overview of Sustainable Economic Development Plan

M. Kelly and G. Millar provided an overview of the sustainable economic development plan for the Cowichan Region, highlighted the priorities for 2012 and responded to questions from Council.

Council thanked Mr. Kelly and Mr. Millar for their informative presentation.

STAFF REPORTS

2012-003

It was moved, seconded and carried that the agenda items 4.1,

4.2, 4.3, 4.4 and 8.1 be referred to the February 20, 2012 meeting of Council.

ADJOURNMENT
2012-004

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 7:02 p.m.

Chair (Councillor S. Arnett)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)

Subject to Adoption



City Manager's Report

February 2013

This monthly report is from the City Manager to the Government Services Committee. The report highlights the prior month's activities and provides information on the progress of Council objectives for the year. A written report and public discussion supports the goal of transparent communication with our citizens.

Council has provided staff with direction on their top priorities for 2013. There are operational and additional priorities in addition to this list. Again, this report provides highlights, not a complete list of activities. Committee members are encouraged to ask questions or suggest information that they wish to be included in the report.

Respectfully submitted, Ruth Malli, City Manager

Highlights for the month of January 2013:

Funding announcement:

- \$50,000 grant from the Gas Tax Fund awarded to the Town for partnership work with Stz'uminus First Nation

Funding application completed:

- Celebrate Canada Day

Completed Bylaws:

- Fire Regulation
- Community Centre Fees and Charges
- Revenue Anticipation Borrowing
- Cemetery Care Trust Fund

Completed Agreements:

- Chamber of Commerce Visitors and Business Services

Other completed activities:

- Ladysmith Maritime Society-cost sharing of installation of marine sewage pump out station.
- Joint Economic Development (Town with Ladysmith Chamber of Commerce and Ladysmith Downtown Business Association and local business partners and Stz'uminus First Nation) meeting held.
- Land Sale Request for Proposals closed
- Annual tenders closed
- Zoning Bylaw staff technical workshops
- Couverdon viewscape study
- Application on Christie Road rezoning

Projects in progress this month:

- Stz'uminus First Nation - draft agreement for servicing
- Waste Water Treatment Plant-project plan
- Water Treatment-water plan, including negotiations with BC Hydro
- Financial Plan 2013-2017
- Sustainability Implementation Plan
- DL 2016 Initiatives
- Lease -Seniors Centre Society
- Hiring: Director of Parks, Recreation and Culture - position posted; temporary placement of retired professional to support department in achieving 2013 objectives
- Information Technology Report
- Liquid Waste Management Report
- BC Transit transition to new service
- Database updates
- Emergency Services training
- District Energy investigation
- Electric Charging Station
- Aggie Hall upgrades (grant program)
- 5 Council and committee meetings
- Couverdon Viewscape Management Strategy
- Community to Community grant proposal
- Dynamic Downtowns Pilot Project start-up

COMING UP NEXT MONTH!

Smoking Bylaw
2013-2017 Financial Plan meetings
Liquid Waste Management Plan adoption

City Manager Report-February 2013

Active, Researching and Emerging Projects

Council has identified “Community Resiliency” as the primary focus for 2013 and has chosen a specific list of top priorities for the year. This approach represents a shift in the organization – the way to achieve this objective within the existing budget is to ensure that the Town’s resources (staff and funding) are directly aligned with the new priorities.

This requires strong organizational focus – staff must be clear on what is expected of them; projects/processes that do not support the top priorities will need to be stopped, delayed or deferred.

Council will support maintaining the focus (by directing what must be done and what can be put aside for now). Council has also directed that they have a medium level of risk tolerance, indicating support for creative approaches and an expectation of good value and common sense rather than perfection.

In order to ensure strong alignment, each of the new priorities must be integrated within the Financial Plan, identified as a top priority in departmental work plans, and sufficiently resourced. The Financial Plan process is a focus of the next couple of months.

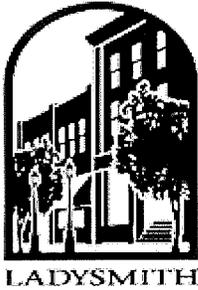
Examples of some of the current projects:

Active (in progress, resources assigned)	Researching (resources pending)	Emerging (not resourced)
Infrastructure Upgrades (WWTP & Water)	Infrastructure upgrades-city hall, fire hall	Asset management and pavement management system
Land Sales-immediate	Land sales-other	Land acquisition and disposition-other
Zoning Bylaw	Waterfront Area Plan	Holland Creek Area Plan
Liquid Waste Management Plan	Partnership with CVRD-composting	District Energy System
Sustainability Implementation Plan	Implement Plan, such as DCC’s low water use and other incentives	Implement Energy Plan
Information Services Strategic Plan	Implement new IT systems	Technology upgrades (hardware)
Organizational Review	Lean systems	Risk analysis and business case
Payroll Systems Streamline	Succession Plan	Staff surveys and 360 reviews
Financial Plan	Equipment reserve fund review	25 year financial plan
Naut’sa mawt Steering Committee and draft servicing agreement	SFN servicing connection	Servicing to IR 13
Boundary expansion	Boundary expansion land and servicing plans	Boundary expansion processing and servicing
Waterfront (DL 2016, Environmental Report)	DL 651 clean up-partnerships	Marine Park and small craft launch
Connector bike routes	Downtown parking	Downtown safety issues
Heritage Brochure/Tourism maps	Blue Highway signage	Heritage Façade-painting program
EOC Training-corporate	Community EOC training	Community emergency exercise
Commissions and committees; Mayors open Door	Citizen surveys	Enhance citizen engagement-electronic and other
Parks-Wickham and dog park	Gourlay Janes Park	Ball fields at Lot 108

City Manager Report-February 2013

TOP PRIORITIES OF COUNCIL-STATUS

Priority	Funded in Financial Plan?	IN current workplans?	Resourced with staff?	Comments
Sewer Capital	Yes	Yes	Partially	Largest project in Towns' history
Water Capital	Yes	Yes	Partially	Project includes energy generation potential
Economic Development	Partially	No (new work to be defined)	No	Meetings with key stakeholders to define scope of work
Waterfront Area Plan	Grant potential	No	Partially	Zoning bylaw is underway; grant funding will likely be required to complete the waterfront plan. The process will likely commence in the late fall.
Boundary Expansion	No	Yes	Partially	Staff working with applicant
Stz'uminus First Nation-partnerships & servicing	Yes	Yes	Partially	Significant progress made on agreements; implementation will create much additional work. Grant funding announced.
Organizational Streamlining	Yes	Yes	No	Subject to budget approval
Business Case / Risk Analysis Protocols	No	Yes	No	Will be undertaken when back to full staff levels
Inventory all plans-Zoning underway	Yes	Yes	Yes	Funding for Zoning Bylaw in 2012-funding not in place for subsequent bylaws
Succession Plan	Partially	Yes	Partially	Currently included in operational duties of HR Manager –on hold until back to full staff levels
Technology Upgrade	Partially	Yes	Partially	Strategic Plan is funded, implementation is not funded or resourced
Citizen/Staff Surveys	Yes	Yes	No	Subject to budget approval and staffing levels
Reporting System	Yes	Yes	Partially	Subject to budget approval



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: February 13, 2013
File No: 6675-20

Re: TELUS PROPOSAL - 11 ROBERTS STREET

RECOMMENDATION(S):

That the Government Services Committee recommend to Council that Council adopt a motion of concurrence for the 14.9 metre tall telecommunications facility at the TELUS central office located at 11 Roberts Street (BC2627) with the conditions that:

- The facility be located at siting option C (monopole located on the east side and partially screened by the TELUS building and the equipment contained in the existing garage)
- The facility be a dark green colour
- The antennae be concealed in the tower
- If there are future requests for additional height or external antennae to be added to the facility that further consultation take place with the Town of Ladysmith given the community's sensitivity with the location.

PURPOSE:

The purpose of this staff report is to present a proposal for a compact 14.9 metre tall telecommunications facility on the TELUS central office located at 11 Roberts Street. A consultant for TELUS will provide a presentation to the Committee.

INTRODUCTION/BACKGROUND:

Telecommunication facilities are within federal jurisdiction. While local zoning powers do not apply to such facilities, Industry Canada (the regulator) policy requires a telecommunications proponent to consult with the "local land use authority" (the Town) in certain circumstances as outlined in the "Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular (CPC-2-0-03)".

The purpose of the consultation is to understand community interest and as much as possible to site facilities in response to these interests. The CPC-2-0-03 provides a default consultation process when community specific guidelines are not in place, including exclusion criteria, for example the temporary installation of the "cell on wheels" (maximum duration 3 months) or the installation of new antenna systems, including masts, towers or other antenna-supporting structure, with a height of less than 15 metres above ground level (such as this proposal).

Within the scope of these exemptions is the recognition that consultation may be required, even for exempt facilities, in “community sensitive locations” such as a heritage area or on a building with heritage value.

At its meeting held February 6, 2012, Council endorsed community specific guidelines called “Guidelines for the Siting of Spectrum Management and Telecommunications Facilities within the Town of Ladysmith.” These Guidelines identify the heritage downtown as a community sensitive location where consultation with the Town is required when proposals are made within the Downtown Specified Area which includes the site at 11 Roberts Street.

SCOPE OF WORK:

TELUS reports that the existing site that provides coverage to Ladysmith (located north across Ladysmith harbour) is reaching its capacity limit due to increased wireless usage. In order to meet such capacity demand and maintain the quality of service, TELUS needs another site within the Town.

The proposal from TELUS is to install a compact 14.9 metre tall telecommunications facility which will have all antennae screened from view (enclosed within the structure). Upon the recommendation of the Heritage Revitalization Advisory Commission it is proposed that the facility will be dark green. All of the equipment will be located within the existing garage located on the site. There will be a security fence installed around the monopole. The existing antennae located on the building will remain.

At the request of staff, TELUS provided height elevation data so that the height of the proposed structure (14.9 m) could be compared to other pole-like structures in the area.

Existing Structure	Height from Ground
Telecommunications antennae located on the TELUS building	11.1 metres
Existing tree on the TELUS site	15.0 metres
Hydro pole on Roberts Street at the lane	13.1 metres
Temporary Cell on Wheels at TELUS site (on the site in December)	~15 metres

ALTERNATIVES:

That Council provide any further input for the consideration of TELUS.

FINANCIAL IMPLICATIONS: None.

LEGAL IMPLICATIONS:

Telecommunications facilities are federally regulated. The Town has limited influence on the siting of these facilities. The identification of community sensitive



locations for the telecommunication industry provides the opportunity to mitigate the impact from the siting of facilities before they are established.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

At its meeting held January 10, 2013, the Heritage Revitalization Advisory Commission (HRAC) received a presentation about the proposal. Three siting options were provided for the tower and ancillary equipment cabinets, including alternatives with reduced visibility from the street, retention of the existing garage, and retention of the mature tree on the site. HRAC members reviewed the siting options and sample visual impact photos.

The Heritage Revitalization Advisory Commission provided the following recommendations to Council for the proposed TELUS Monopole Tower at 11 Roberts Street:

1. That the tower be located at Siting Option C;
2. That the tower be painted dark green to reduce visual impact; and,
3. That TELUS also consult with the surrounding neighbours.

TELUS has provided a courtesy consultation notice to residents within 45 metres of the proposed facility (the distance required by Industry Canada) and also to the Ladysmith Chamber of Commerce and to the Ladysmith Downtown Business Association. At the time of writing this report the TELUS consultant had not reported receiving any comments or questions about the proposal.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS: None.

RESOURCE IMPLICATIONS: None.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

A "local diverse economy" is a strategy 5 of the Sustainability Strategy.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The Guidelines support the strategic direction of *Effective Land Use Planning & Community Design* and the addition of new telecommunications facilities supports the strategic direction of *Dynamic Economic Development*.

SUMMARY:

TELUS is proposing to site a 14.9 metre monopole style telecommunications facility at its site on 11 Roberts Street. Industry Canada is the approval authority.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS: "None".





Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: February 12, 2013
File No:

Re: Smoking Regulations

RECOMMENDATION(S):

That the Government Services Committee recommend to Council that Council direct staff to prepare a No Smoking/Clean Air Bylaw in accordance with current provincial legislation and the recommendations of the Vancouver Island Health Officers, including:

1. Prohibit smoking in public spaces, beaches, parks, sports fields, athletic facility stands, public/private school grounds and outdoor areas of municipal facilities (with exceptions for the ceremonial use of tobacco in an Aboriginal cultural activity);
2. Prohibit smoking within seven metres of Town-owned building doorways, open windows and air intakes and encourage business owners to do the same;
3. Prohibit smoking on outdoor patios, transit stops, and where individuals are required to queue for the receipt of any service;
4. Prohibit the sale of tobacco to anyone under 19 years of age;
5. Restrict retail tobacco displays/promotions where youth have access;
6. Prohibit smoking in cars with children under the age of 16.

And further, that a communications strategy be prepared to ensure that the Town's position on smoking in public places and in motor vehicles occupied by individuals under the age of 16 years is clearly communicated to the public.

PURPOSE:

The purpose of this staff report is to provide Council with a summary of recent research into the issue of cigarette smoking regulations at the local government level.

INTRODUCTION/BACKGROUND:

In 2012, Council adopted the following resolution regarding a letter received from the Medical Health Officers of Vancouver Island (see attachment) promoting restrictions on smoking in outdoor public places beyond the current provincial legislation:

That staff be requested to review the proposed actions outlined in the correspondence from the Medical Health Officers dated April 30, 2012, to



consider similar legislation in other Vancouver Island communities, and to report back with recommendations for further action as appropriate.

Recommendations contained in the above-noted correspondence from the Medical Health Officers include:

1. Prohibit smoking in public spaces, beaches, parks, sports fields, etc.;
2. Prohibit smoking within 7 metres of public/workplace doorways, open windows and air intakes;
3. Prohibit smoking on outdoor patios, transit stops, and where individuals are required to queue for the receipt of any service;
4. Application of tobacco smoking restrictions on hookah/water pipe users.

In 2007, Council adopted the following resolution regarding smoking regulations:

That the Canadian Cancer Society concept of eliminating smoking in specific outdoor areas be accepted and that those areas should include playgrounds, sports fields, swimming beaches, water parks and within 7 metres of the Frank Jameson Community Centre entrance;

AND THAT staff be directed to draft the required Bylaws.

At that time, although a bylaw was not processed, no smoking signs were posted at Transfer Beach Park, Kinsmen/Brown Drive Park, Holland Creek Ball Field, and the High Street Ball Field. Also, the following notation is included on all recreation facilities rental contracts: *"Smoking is not permitted in the Frank Jameson Community Centre, Aggie Hall, Amphitheatre or Community Vans".*

Some local governments have adopted bylaws which basically mirror the following regulations contained in the Provincial Tobacco Control Act and the Motor Vehicle Act:

Tobacco Control Act:

- prohibits the sale of tobacco to anyone under 19 years of age
- restricts retail tobacco displays/promotions where youth have access
- bans tobacco use on all public/private school grounds (with exceptions for the ceremonial use of tobacco in an Aboriginal cultural activity)
- bans smoking in all indoor public and workspaces and within a three metre buffer zone of most public/workplace doors, open windows and air intakes

Motor Vehicle Act

- bans smoking in cars with children under the age of 16



The City of Duncan recently adopted a Non Smoking Bylaw which prohibits smoking in the above-noted places as well as in a "public facility" which includes, but is not limited to, any outdoor gathering place, buildings and land owned or operated by the City of Duncan, including but not limited to parks, playgrounds, sports fields, and City Square (see attachment). In the fall of 2012 the City of Nanaimo adopted a bylaw to expand its smoke-free zones to include all City managed recreation properties including: trails, plazas, parks, beaches and recreation facilities. They also committed to establishing designated smoking areas as required.

Given the enactment of the current Provincial legislation regulating smoking in public places and in motor vehicles, and a local government's limited resources to enforce such regulations, many local governments have opted not to implement no smoking regulations within their jurisdictions. Ladysmith is also subject to CVRD Bylaw No. 1627, the "Clean Indoor Air and Control of Smoking Regulation Bylaw 1995" which prohibits smoking in public places but does not include outside public areas (see attachment). This bylaw requires updating.

SCOPE OF WORK:

Once Council direction is confirmed, staff will draft the appropriate bylaw. The Town is required to consult with the Medical Health Officer prior to adopting the bylaw in accordance with Public Health Bylaws Regulation, B.C. Reg. 42/2004. As such staff will forward a copy of the draft bylaw to the Medical Health Officer for comment prior to placing it on an agenda for Council's consideration. As noted under "Financial Implications", once the bylaw is adopted there may be significant bylaw enforcement implications which are unknown at this time.

ALTERNATIVES:

Council could consider directing staff to not proceed with preparing a No Smoking Bylaw. Council may wish to survey park users regarding the proposed smoking regulations.

FINANCIAL IMPLICATIONS:

Enforcement costs of implementing a No Smoking/Clean Air Bylaw may be substantial. Staff is unable to project such costs at this time.

LEGAL IMPLICATIONS:

Any regulations implemented must be done by bylaw and be done in consultation with the Medical Health Officer.



CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The public is generally supportive of smoking restrictions in public places. The prohibition of smoking in motor vehicles occupied by individuals under the age of 16 years has been in effect since 2009.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Implementation of smoking regulations will involve the Corporate Services and Bylaw Enforcement Departments.

RESOURCE IMPLICATIONS:

Additional Bylaw Enforcement personnel may be required if a No Smoking/Clean Air Bylaw is adopted.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

Establishing a No Smoking/Clean Air Bylaw aligns with Sustainability Goal No. 8 – Create healthy communities and individuals and with the 7th Pillar of Sustainability – Healthy Community.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This initiative aligns with Strategic Direction F – A Safe and Healthy Community.

SUMMARY:

Council directed staff to review the matter of restricting cigarette smoking in public places. This review is complete and Council's direction is requested regarding the extent to which it wishes to regulate smoking in public places and in motor vehicles with children under the age of 16.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

1. Letter from Vancouver Island Medical Health Officers dated April 30, 2012 re: smoking regulations
2. City of Duncan Smoking Regulation Bylaw No.3064, 2012
3. CVRD Clean Indoor Air and Control of Smoking Regulation Bylaw No. 1627, 1995

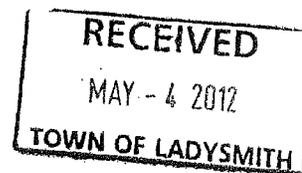


Office of the
Chief Medical
Health Officer



April 30, 2012

Mayor Hutchinson and Members of Council
Town of Ladysmith
PO Box 220
410 Esplanade Street
Ladysmith BC V9G 1A2



Dear Mayor Hutchinson and Members of Council:

Tobacco consumption has decreased dramatically in the past few decades. Nonetheless, tobacco remains the leading preventable cause of premature death in Canada and a leading draw on finite health care resources. Jurisdictions have risen to the challenge. The Capital Regional District has benefited from enacting healthy public policies which have translated into healthier populations and engaged youth. Smoking rates are lowest in the South Island at only 11.8%, and are 40% higher in the remainder of the region at 16.0%. In total there are still about 95,000 daily smokers in the area served by the Vancouver Island Health Authority (VIHA).

The province of British Columbia has adopted a minimum standard for tobacco control through the Tobacco Control Act. This legislation normalizes what many communities had previously implemented through their insightful and forward thinking regulatory actions. The recent provincial efforts on supporting current tobacco consumers in their efforts to stop smoking through Quit Now and nicotine replacement therapy are also to be commended.

The efforts of the industry nevertheless are relentless. We are faced with new challenges by products and marketing that continues to recruit youth and young adults into an addiction that leads to half of tobacco users dying from the use of tobacco.

The announcement by the BC government of the Healthy Families BC – Healthy Communities activities invites local governments to contribute to the health and wellbeing of their citizens with a focus on five areas, one of which is tobacco control. We would invite you to use this opportunity to contribute to the BC – wide initiative, to partner with Vancouver Island Health Authority and work together to promote and protect the health of the residents of your community. Repeated surveys have demonstrated the overwhelming public support for local regulations which restrict the public consumption and use of smoking and tobacco products. The vast majority of citizens recognize such action as a demonstration of laudable healthy public policy by local government.

NORTH ISLAND
250.331.8591
Charmaline Enns MD MHSc FRCPC

CENTRAL ISLAND
250.755.6304
Paul Hasselback MD MSc FRCPC

SOUTH ISLAND
250.519.3406
Richard Stanwick, CMHO
MD MSc FRCPC FAAP
Murray Fyfe MD MSc FRCPC
Dee Hoyano MD FRCPC CCFP

Vancouver Island communities and the province of BC have been national leaders in the efforts to reduce disease caused by tobacco use and smoking. While the current Tobacco Control regulations have been successful in achieving their intended goals, additional actions are needed to bring communities of VIHA in line with the best smoking control practices in place in the province and Canada. As the Medical Health Officers for the region of Vancouver Island we request that local governments now take steps to further the efforts to reduce tobacco use, reduce exposures to "second hand" smoke, and to model a tobacco free lifestyle. Specifically, we ask that local government revisit and strengthen tobacco control bylaws to include the following provisions should they not currently already be addressed:

- Prohibit smoking and tobacco use in areas shared by the public, specifically: public spaces, beaches, parks, sports fields, athletic facility stands, and outdoor areas of municipal facilities.
- The current provincial legislation precludes smoking within three meters of doorways, open windows and air intakes. However, a minimum of seven meters is required in outdoor areas to better protect the public and should be the prescribed distance in regulation.
- Areas not included in the Tobacco Control Regulation, namely: outdoor patios (currently exempted by regulation), transit stops (not just shelters), and where individuals are required to queue for the receipt of any service should also be prohibited.
- A developing health threat is associated with the use of Hookah/water pipes. Regardless of the material smoked in these devices the same restrictions as tobacco should be instituted through legislation. Consideration also should be given to preclude the sale and public use of Hookah pipes within the boundary of geographic regions of local governments.

All residents of the island will appreciate the additional value of consistent island – wide policies where smoking is not permitted. Hence this request is being forwarded to all local governments concurrently.

We would further request that your council consider forwarding and supporting resolutions to the UBCM process that call upon the province to implement similar, more stringent provisions in revisions to the Tobacco Control Act. Such resolutions may take time before implementation, hence the importance of your council in acting now to protect and promote the health of your constituents.

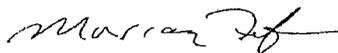
We as the Medical Health Officers would be pleased to present to council, work with your administration as requested, provide suggested modifications to existing or new by-laws or review proposed by-laws and provide comment on your endeavors.



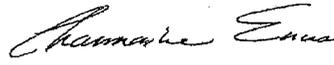
Richard Stanwick, CMHO
MD MSc, FRCPC FAAP
South Vancouver Island



Paul Hasselback
MD, MSc, FRCPC
Central Vancouver Island



Murray Fyfe
MD, MSc, FRCPC
South Vancouver Island



Charmaine Enns
MD, MHSc, FRCPC
North Vancouver Island

THE CORPORATION OF THE CITY OF DUNCAN

BYLAW NO. 3064, 2012

Being a Bylaw to regulate and prohibit smoking in certain areas of the City

WHEREAS it has been determined that second-hand tobacco smoke is a health hazard and nuisance for many residents and visitors in the City of Duncan;

AND WHEREAS it is desirable for the protection, promotion and preservation of the health of the residents of the City of Duncan for Council to regulate and prohibit smoking in certain areas of the City;

AND WHEREAS the City of Duncan has satisfied the preconditions to adopting this Bylaw set out in the *Public Health Bylaws Regulation, B.C. Reg. 42/2004*;

NOW THEREFORE, the Council of The Corporation of the City of Duncan enacts as follows:

**SECTION 1
INTERPRETATION**

Title

1.1 This Bylaw may be cited as "Smoking Regulation Bylaw No.3064, 2012".

Definitions

"Building Inspector" as appointed by the City of Duncan.

"Bylaw Enforcement Officer" means any Peace Officer or other person designated by the City of Duncan.

"City" means The Corporation of The City of Duncan.

"City Square" shall mean the area immediately surrounding City Hall, including all benches, the stage, sidewalks and brickwork areas East of Craig Street, South of Ingram, and west of the Canada Avenue sidewalk and during public or private events shall include Craig Street and any adjacent sidewalks when closed for event purposes.

"Council" shall mean the Council of The Corporation of the City of Duncan.

"Peace Officer" means any person defined as a Peace Officer by the *Interpretation Act* R.S.B.C. 1996, Chap. 238 and includes a Bylaw Enforcement Officer appointed by the City of Duncan.

"Person" shall mean and include persons of either sex, association, partnerships, corporations, whether acting by himself or herself or by a servant, agent or employee.

"public facility" includes, but is not limited to, any outdoor gathering place, buildings and land owned or operated by the City of Duncan, including but not limited to parks, playgrounds, sports fields, and City Square.

"responsible person" means a person who owns, controls, manages, supervises or operates common public areas;

"smoke" or "smoking" means the inhaling, exhaling, burning or carrying of a lighted cigarette, cigar, pipe or other lighted smoking equipment burning tobacco or any other weed or substance, but does not include the carrying of lighted incense, smoking by actors as part of a stage or theatrical performance or as part of a traditional aboriginal cultural activity.

Severability

- 1.2 A decision by a court of competent jurisdiction that any part of this Bylaw is illegal, void or unenforceable severs that part from this Bylaw and is not to affect the balance of this Bylaw.

Enforcement

- 1.3 The Bylaw Enforcement Officers or the Building Inspector of the City of Duncan shall be responsible for administration of this Bylaw.

Duty of Administration

- 1.4 The intent of this Bylaw is to set standards in the general public interest, and not to impose a duty on the City, its employees, Building Inspector or Bylaw Enforcement Officers to enforce its provisions and:
- (a) a failure to administer or enforce its provisions or the incomplete or inadequate administration or enforcement of its provisions is not to give rise to a cause of action in favour of any person; and
 - (b) the grant of any approval or permission or issuance of any permit is not a representation, warranty or statement of compliance with the Bylaw and the issuance thereof in error is not to give rise to a cause of action.

SECTION 2 REGULATIONS

Ban on Smoking

- 2.1 No person shall smoke:
- (a) In any fully or substantially enclosed public place or workplace;
 - (b) within three (3) meters of most public or workplace doorways, open-window, or air-intakes (i.e. a "buffer zone");

- (c) in substantially enclosed transit shelters;
- (d) in common areas of apartment buildings, condominiums and dormitories;
- (e) on any public and private K-12 school grounds;
- (f) in motor vehicles when youth under 16 years of age are present;
- (g) in any public facility.

Enforcement of Ban on Smoking

- 2.2 A responsible person must not suffer or allow a person to smoke in any of the areas specified in section 2.1(a) through (g).

SECTION 3 OFFENCES AND PENALTIES AND ENFORCEMENT

Offences under Bylaw

- 3.1 A person who:

- (a) violates any provision of this Bylaw or does any act or thing which violates any provision of this Bylaw or allows any other person to do any act or thing which violates any provision of this Bylaw;
- (b) neglects to do or refrains from doing anything required to be done by any provision of this Bylaw; or
- (c) fails to comply or allows any other person to fail to comply, with an order or direction given under any provision of this Bylaw;

is guilty of an offence against this Bylaw and liable to the penalties imposed under section 3.4.

- 3.2 A person who obstructs a Bylaw Enforcement Officer or Building Inspector in the performance of his or her duty is guilty of an offence against this Bylaw and liable to the penalties imposed under section 3.5.

Continuing Offence

- 3.3 If an offence is a continuing offence, each day that the offence is continued constitutes a separate and distinct offence.

Fines for Offence

- 3.4 Every person who violates any of the provisions of this Bylaw, or who causes, suffers, or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, is guilty of committing an offence against this Bylaw and is liable on summary conviction to a fine of not less than \$100.00 or to imprisonment, or to both a fine and imprisonment, not exceeding the maximum allowed by the *Offence Act*, as amended, and the cost of prosecution.
- 3.5 Notwithstanding Section 3.4, any person who contravenes section 3.2 is liable on summary conviction to a fine of not less than \$2,000.00, and not more than \$10,000.00, plus the City's cost of enforcement as may be awarded by the Court.

**SECTION 4
ENACTMENT**

Force and Effect

4.1 This Bylaw comes into force and takes effect upon adoption.

PREPARED IN CONSULTATION WITH THE MEDICAL HEALTH OFFICER OF THE VANCOUVER ISLAND HEALTH AUTHORITY PRIOR TO ADOPTION.

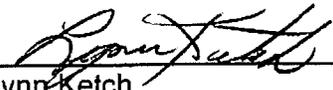
DEPOSITED WITH THE PROVINCIAL MINISTRY OF HEALTH the 5th day of NOVEMBER, 2012.

READ A FIRST TIME this 19th day of NOVEMBER, 2012.

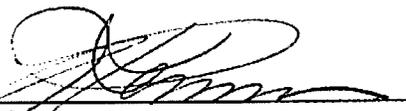
READ A SECOND TIME this 19th day of NOVEMBER, 2012.

READ A THIRD TIME this 19th day of NOVEMBER, 2012.

ADOPTED this 17th day of December, 2012.



Lynn Ketch
Director of Corporate Services



Phil Kent
Mayor

COWICHAN VALLEY REGIONAL DISTRICT

BYLAW NO. 1672

A Bylaw for the purpose of prohibiting and/or regulating smoking within the Whole of the Cowichan Valley Regional District.

WHEREAS the Board of Directors of the Cowichan Valley Regional District has, by supplementary Letters Patent, dated September 25, 1969 (OIC No. 3072) been granted the function of "Health Regulations";

AND WHEREAS, on October 16, 1992, under authority of B.C. Regulation 210/91 (OIC No. 1595) the Cowichan Valley Regional District was granted the additional power of Health Regulation under Section 692(1) of the "Municipal Act" with respect to the control of smoking within all of the region's Electoral Areas and Municipalities, as an extended service;

AND WHEREAS, under authority of CVRD Bylaw No. 1507 cited as "**CVRD - Extended Service (Control of Smoking) Establishment Bylaw No. 6, 1993**" established an Extended Service for the purpose of controlling and regulating smoking with all Electoral Areas and Municipalities participating;

AND WHEREAS, the Regional Board is desirous of regulating persons, their premises, and their activities, to further the care, protection, promotion and preservation of the health of the inhabitants of the Regional District;

AND WHEREAS, it has been determined that tobacco smoke is a health hazard and/or discomfort for many inhabitants of the Regional District;

AND WHEREAS, it is deemed desirable and expedient for the health, safety and welfare of the Region's inhabitants to prohibit or regulate smoking or both in the Regional District;

AND WHEREAS, the approval of the Minister of Health has been obtained, pursuant to the provisions of Section 692(4) of the Municipal Act as aforesaid;

NOW THEREFORE, the Regional Board of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as "**CVRD - Clean Indoor Air and Control of Smoking Regulation Bylaw, 1995**".

.../2

2. Interpretation

In this bylaw the words and phrases hereinafter listed shall have the meanings and applications as stated:

"bingo hall" means a business carrying on the business of a bingo hall;

"bowling alley" means a business carrying on the business of a bowling alley;

"business place" means any premises or part thereof to which the public has access for the purpose of purchasing goods or services and includes, without limiting the generality of the foregoing, a hospital, licenced premises, a personal service establishment, restaurant, pool hall, bingo hall and bowling alley;

"designated smoking area" means an area or areas designated under Section 3 of this bylaw;

"employee" a person who:

- (a) performs any work for or supplies any services to an employer, or
- (b) receives any instruction or training in the activity, business, work, trade, occupation or profession of the employer;

"hospital" means a hospital as defined in the Hospital Act, RSBC, 1979, C. 176 and a community care facility as defined in the Community Care Facility Act, RSBC, 1979, C. 57;

"licenced premises" means an establishment licenced or required to be licenced under the Liquor Control and Licencing Act, RSBC, 1979, C. 237 and includes premises covered by a temporary licence issued under the aforesaid Act;

"personal service establishment" means an establishment in which a person provides a service to or on the body of another person and, without limiting the generality of the foregoing, includes a barber shop, beauty parlour, health spa, massage parlour, tattoo shop, sauna and steam bath;

"place of employment" means any indoor place of work other than:

- (a) a private home which also serves as a place of work, or
- (b) a workplace occupied solely by an independent contractor or only by the partners to a partnership, and includes any parts of a retail shop used exclusively by the employer of such premises, but does not include a reception area.

"place of public assembly" means premises where members of the public assemble for the purposes of worship, entertainment, education, government, amusement or .../3

sport, and without limiting the generality of the foregoing, includes a trade show, but does not include a workplace or a business place;

"**pool hall**" means a business carrying on the business of a pool hall;

"**post**" means the act of keeping continuously displayed;

"**premises**" means:

- i) a room,
- ii) a shop,
- iii) a building,
- iv) an enclosed structure, or
- v) an area within a building or enclosed structure.

"**private function**" means a special event for which an entire room or hall has been solely reserved and at which attendance is limited to people who have been individually invited;

"**proprietor**" means the person who controls, governs or directs the activity carried on within the building, place or premises referred to in this bylaw and includes the person actually in charge thereof.

"**public place**" means any building or portion thereof where the public is invited or has access and includes reception areas, buses operated within the Cowichan Valley Regional District by or on behalf of any school district and buses operated within the Cowichan Valley Regional District by or on behalf of the Cowichan Valley Regional District in cooperation with B.C. Transit, but does not include a workplace, business place or place of public assembly;

"**reception area**" means the area of an office or establishment used solely for the purposes of receiving or greeting customers, clients or other persons dealing with the office or establishment;

"**resident or patient care**" means any and all areas of a medical care facility or hospital frequented by residents or patients but does not include a room occupied by a resident or patient for his exclusive use.

"**restaurant**" means a public premises in which prepared food is served to the public in exchange for money or services, or to which the public has access for the purposes of purchasing prepared food for consumption on the premises;

"**smoke**" or "**smoking**" means the inhaling of or exhaling of the smoke from tobacco or other organic substance or the carrying of a burning cigarette, cigar or any device in which tobacco or any other organic substance is burning; .../4

"workplace" means any building or portions of a building where the public is not invited or does not have access and in which a person or people are employed;

3. Prohibition

No person shall smoke:

- a) in a workplace;
- b) in a business place;
- c) in a place of public assembly;
- d) in a public place;
- e) in a taxicab except with the unanimous consent of all occupants thereof.

4. Designated Smoking Areas

Notwithstanding the provisions of Section 3:

- a) a proprietor of any workplace or business place may designate all or any portion or portions of such workplace or business place as a designated smoking area or areas;
- b) a proprietor of a place of public assembly may create a designated smoking area in such place of public assembly provided that such area is constructed so that it is separated from the remaining area of the place of public assembly and is enclosed by walls, has a closing door, and has a ventilation system which exhausts to the outside atmosphere;
- c) a proprietor of any place of public assembly within which an entire room or hall has been solely reserved for the holding of a private function, may designate for the term of any such reservation, all or a portion of such room or hall as a designated smoking area;
- d) a person may smoke in a designated smoking area.

5. Signs

- a) Upon deciding whether to create a designated smoking area pursuant to Section 4 hereof, the proprietor of a workplace, business place or place of public assembly, shall post at the entrances to such workplace, business place or place of public assembly, a notice in one of the following forms:

.../5

- i) "No Smoking On These Premises"; or
 - ii) "Smoking Permitted On These Premises"; or
 - iii) "Smoking Is Permitted Only in Designated Smoking Areas"; or
 - iv) A graphic symbol shown in Schedule "A" attached hereto and forming part and parcel of this Bylaw.
- b) If in any building or structure there is more than one workplace, business place or place of public assembly, all proprietors in such building or structure may, by unanimous consent, cause to be located at or near to all entrances to such building or structure, a notice in one of the following forms:
- i) "No Smoking In This Building"; or
 - ii) "Smoking Permitted In This Building"; or
 - iii) "Smoking Is Permitted Only In Designated Smoking Areas"; or
 - iv) A graphic symbol shown in Schedule "A" attached hereto and forming part and parcel of this Bylaw;

and if such notice is posted, no notice in an individual workplace, business place or place of public assembly within the building, need be posted, as required under Section 4(a) hereof.

- c) A proprietor of any workplace, business place or place of public assembly, who has created a designated smoking area, must identify such designated smoking area by a sign or signs bearing the text "Smoking Permitted In This Area", or a graphic symbol shown in Schedule "A" attached hereto and forming part and parcel of this Bylaw.
- d) A proprietor of a public place or places shall post within such public place or places a sign bearing the text "No Smoking Permitted" except and unless there is posted at the street entrance or entrances to the premises in which such public place or places are located a sign or signs bearing the text "No Smoking In This Building" or "No Smoking On These Premises" or "Smoking Only In Designated Smoking Areas" or a graphic symbol shown in Schedule "A" attached hereto and forming part and parcel of this Bylaw.

6. Enforcement

The Bylaw Enforcement Officer, or an accredited representative, shall have the right of entry and may enter on to any land or into any building at all reasonable hours in order to inspect the same and ascertain whether the provisions of this Bylaw are being or have been carried out. Any person interfering with or obstructing the entry of any such official or employee of the Cowichan Valley Regional District on to any such

.../6

land or into any such building to which said entry is made or attempted pursuant to the provisions of this section of this Bylaw, shall be deemed to be guilty of an infraction of this Bylaw and liable to a fine of not more than \$500.00.

7. Penalties

- (a) Any person who commits an offense against this Bylaw shall be liable upon conviction to a maximum fine of Five Hundred Dollars (\$500.00).
- (b) Any proprietor or person who fails or neglects to perform any duty imposed by this Bylaw shall be guilty of an offence and liable to a fine of not more than \$500.00.

8. Severability

In the event that any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court, such section, subsection, sentence, clause or phrase may be severed from the remaining portion of this bylaw.

9. Applicability

This Bylaw applies to the whole of the Cowichan Valley Regional District comprised of the City of Duncan, Town of Ladysmith, Village of Lake Cowichan, District of North Cowichan and Electoral Areas A, B, C, D, E, F, G, H and I.

READ A FIRST TIME this 11th day of January, 1995.

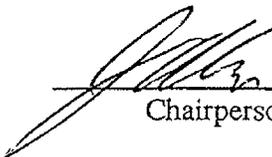
READ A SECOND TIME this 11th day of January, 1995.

READ A THIRD TIME this 22nd day of March, 1995.

I hereby certify the foregoing to be a true and correct copy of Bylaw No. as given Third Reading on day of , 1995.

Approved by the Minister of Health pursuant to the provisions of Section 692(4) of the Municipal Act, this 5th day of May , 1995.

ADOPTED this 24th day of May, 1995.



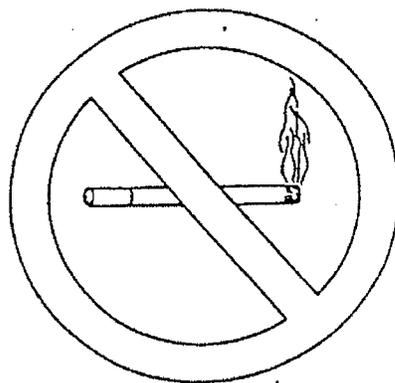
Chairperson



Secretary

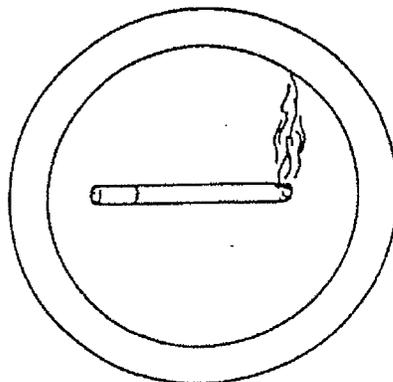
SCHEDULE "A"
TO BYLAW NO. 1672

1. The following graphic symbol is prescribed for the purpose of Section 4 to indicate "NO SMOKING":



The symbol shall be on a white background with a circle and interdictory streak in red, with a cigarette, cigar, pipe or other lighted smoking equipment in black.

2. The following graphic symbol is prescribed for the purpose of Section 4 to indicate "SMOKING IS PERMITTED":



The symbol shall be on a white background with a circle in green and cigarette, cigar, pipe or other lighted smoking equipment in black.



TOWN OF LADYSMITH

Building Permit Summary - January 2013

Year to Date	Commercial		Industrial		Institutional		Residential (NEW)		Residential Adds, Renos, Other		Dwelling Units	Total Permits	Bldg & Pibg Permit Fees This Month	Permit Values This Month	Permit Values Year to Date 2012
	No. of Permits	Values	No. of Permits	Values	No. of Permits	Values	No. of Permits (new res)	Values	No. of Permits	Values					
JAN	0	\$0	0	\$0	0	\$0	1	\$192,510	1	\$1,440	2	2	\$1,553	\$193,950	\$193,950

Year to Date

Year to Date	No. of Permits	Values	No. of Permits	Values	No. of Permits	Values	No. of Permits (new res)	Values	No. of Permits	Values	Dwelling Units	Total Permits	Bldg & Pibg Permit Fees This Month	Permit Values This Month	Permit Values Year to Date 2012
JAN	0	\$0	0	\$0	0	\$0	1	\$192,510	1	\$1,440	2	2	\$1,553	\$193,950	\$193,950
FEB															
MAR															
APR															
MAY															
JUN															
JUL															
AUG															
SEP															
OCT															
NOV															
DEC															
TOTAL	0	\$0	0	\$0	0	\$0	1	\$192,510	1	\$1,440	2	2	\$1,553	\$193,950	\$193,950

Demos Mth	#DU	Value	Demos YTD	Value
	0		0	

Comparison	#DU	Value	#BP	Value
YTD 2013	2	\$192,510	2	\$193,950
YTD 2012	4	\$357,315	5	\$893,730
YTD 2011	3	\$452,202	10	\$502,362

Tom Skarvig
 Tom Skarvig, Building Inspector



Town of Ladysmith
Trolley Summary Report
 January 2013

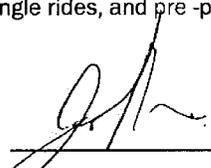
Stats	January			Oct-Nov-Dec (Previous 3 Months)			YTD (Jan-December)		
	2013	2012	2011	2012	2011	2010	2013	2012	2011
Ridership Count	926	1066	1879	3095	3102	6278	926	1066	1879
Days in Operation	26	26	24	75	75	76	26	26	24
Avg. Daily Ridership	36	41	78	41	41	83	36	41	78
Wheel Chairs	0	2	7	8	14	29	0	2	7
Service Dogs	11	2	18	25	7	41	11	2	18
Blkes	11	7	24	45	50	109	11	7	24

Fares*

Single Fares	\$713	\$608	\$577	\$1,251	\$2,049	*	\$713	\$608	*
Monthly Passes	\$192	\$193	\$64	\$801	\$648	*	\$192	\$193	*
Rentals**	\$0	**	**	\$450	**	**	\$0	**	**
Donations	*	*	*	*	*	\$1,897	*	*	\$7,302
Total	\$905	\$801	\$641	\$2,502	\$2,697	\$1,897	\$905	\$801	\$7,302

* From launch to September, 2011 trolley riders made donations in lieu of fares; as of October, 2011 to date, fares have been collected on board the trolley in the form of single rides, and pre-purchased monthly passes.

** There were no rentals in 2010 or 2011



 John Manson



Ladysmith Fire /Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5
 Phone: 250-245-6436 · Fax: 250-245-0917



LADYSMITH

FIRE CHIEF'S REPORT

MONTH: **January 2013**

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YTD TOTALS
Alarms Activated: Pulled Station													0
By mistake	2												2
Electrical problem													0
Due to cooking													0
Assistance													0
Burning Complaint													0
Fire: Structure													0
Chimney													0
Interface / Bush													0
Vehicle	1												1
Other	1												1
Hazardous Materials													0
Hydro Lines: Down / Fire													0
Medical Aid	4												4
MVI	2												2
Rescue													0
Mutual Aid provided by Ladysmith to outside areas	3												3
MONTH TOTALS (exc.. Practises)	13	0	13										
Practises (Totals for each Month)	5												5
Mutual Aid requested by Ladysmith from outside areas													0

ALARMS ACTIVATED (Location/Owner)

1. 940 Oyster Bay Dr. (Working on system)
2. 218 Bayview Seaview apartments
(sensor activation fr bathroom steam fr shower)

COMPARISONS:

Year to Date 2013	<u>13</u> (exc. practices)
Year to Date 2012	<u>11</u> (exc. practices)
Year to Date 2011	<u>22</u> (exc. practices)

APPROVED:


 Fire Chief

RECEIVED
FEB - 6 2013

COASTAL ANIMAL CONTROL SERVICES OF BC LTD

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

TOWN OF LADYSMITH POUND REPORT

January 2013

Disposition of Impounded Dogs	Current Month	2013 Totals
Stray dogs impounded	1	1
Stray dogs claimed	1	1
Stray dogs put up for adoption	0	0
Stray dogs euthanized	0	0
Stray livestock / cats	0	0
Other	0	0
Calls Received and Investigated	10	10
Aggressive dogs	1	1
Dogs at large	4	4
Confined dog	1	1
Noise (barking) complaints	2	2
Other non specific dog related calls	2	2
Wildlife / livestock / cats	0	0
After hour call outs	0	0
Monthly Pound and Board Fees Collected	\$0.00	\$0.00
Impound fees	\$50.00	\$50.00
Daily board fees	\$20.00	\$20.00
Tickets issued	4	4
Over 3 dog limit \$100.00 x 4	\$400.00	\$400.00
Unlicenced dog	\$000.00	\$00.00
Dog at large	\$00.00	\$00.00
Restricted dog not effectively confined	\$0.00	\$0.00
Habitually noisy	\$0.00	\$0.00
Licencing Statistics	Tags	2
	Revenue	\$50.00

Judi Burnett
Coastal Animal Control Services of BC Ltd

CAS Summary of Service Calls, Ladysmith

10 calls in total

01-Jan-13 to 31-Jan-13

Issue	Call #	Received	Type	Completed
Aggressive		1		
	1047	10-Jan-13	Dog	25-Jan-13
At large		4		
	1053	24-Jan-13	Dog	25-Jan-13
	1052	23-Jan-13	Dog	
	1049	14-Jan-13	Dog	
	1048	11-Jan-13	Dog	12-Jan-13
Confined		1		
	1054	25-Jan-13	Dog	29-Jan-13
Noisy		2		
	1055	29-Jan-13	Dog	
	1046	09-Jan-13	Dog	25-Jan-13
Other		2		
	1051	18-Jan-13	Dog	
	1050	17-Jan-13	Dog	21-Jan-13

Parties Per Hour	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	1.85	0.00	0.00	1.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.85
% change 2013 - 2012	2.8%	-100.0%	-100.0%	1.2%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-99.2%
2012	1.80	1.78	1.91	1.83	2.45	2.96	3.53	3.04	3.81	5.21	4.00	4.39	2.39	2.30	1.73	2.19	3.04

Total Hours	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	140.50	0.00	0.00	140.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.50
% change 2013 - 2012	-2.8%	-100.0%	-100.0%	-68.5%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-99.1%
2012	144.50	147.00	154.00	445.50	137.00	207.00	201.50	545.50	248.00	248.00	157.50	653.50	154.00	142.00	99.00	395.00	2,039.50

Total Phone Calls	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	109	0	0	109	0	0	0	0	0	0	0	0	0	0	0	0	109
% change 2013 - 2012	-14.8%	-100.0%	-100.0%	-75.6%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-92.2%
2012	128	150	168	446	130	152	104	386	116	122	109	347	83	86	49	218	1,397

Total Mails/Fax/Email Enquiries	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	91	0	0	91	0	0	0	0	0	0	0	0	0	0	0	0	91
% change 2013 - 2012	167.6%	-100.0%	-100.0%	-52.6%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-85.5%
2012	34	84	74	192	68	85	52	205	31	8	54	93	38	31	47	116	606

Total Parties	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	260	0	0	260	0	0	0	0	0	0	0	0	0	0	0	0	260
% change 2013 - 2012	0.0%	-100.0%	-100.0%	-68.1%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-99.8%
2012	260	281	294	815	335	613	712	1,660	944	1,292	630	2,866	368	326	171	865	6,295

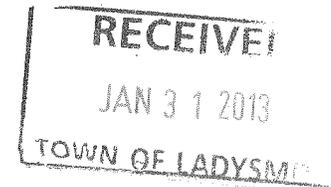
Total Visitors	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	340	0	0	340	0	0	0	0	0	0	0	0	0	0	0	0	340
% change 2013 - 2012	0.0%	-100.0%	-100.0%	-68.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-98.5%
2012	340	359	391	1,090	449	980	1,222	2,651	1,647	2,184	994	4,825	526	398	203	1,127	9,693

Total Buses	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
2013	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% change 2013 - 2012	0	0	0	0	0	0	1	1	0	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
2012	0	0	0	0	0	0	1	1	0	2	0	2	2	0	0	2	5

YEAR TO DATE TOTAL	January	February	March	Q1 Total	April	May	June	Q2 Total	July	August	September	Q3 Total	October	November	December	Q4 Total	TOTAL
Administration Parties/Hour	1.85	0.00	0.00	1.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.85
# of hours	140.50	0.00	0.00	140.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.50
# of phone calls	109	0	0	109	0	0	0	0	0	0	0	0	0	0	0	0	109
# of mail/fax/email enquiries	91	0	0	91	0	0	0	0	0	0	0	0	0	0	0	0	91
# of parties	260	0	0	260	0	0	0	0	0	0	0	0	0	0	0	0	260
# of visitors	340	0	0	340	0	0	0	0	0	0	0	0	0	0	0	0	340
# of buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Visitor Origin	237	0	0	237	0	0	0	0	0	0	0	0	0	0	0	0	237
Local Resident	150	0	0	150	0	0	0	0	0	0	0	0	0	0	0	0	150
BC	70	0	0	70	0	0	0	0	0	0	0	0	0	0	0	0	70
Alberta	7	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	7
Other Canada	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8
Washington	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
California	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other US/Mexico	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Europe	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asia/Australia	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nights in Community	48	0	0	48	0	0	0	0	0	0	0	0	0	0	0	0	48
Same day	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36
1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
2	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
3	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
4-6 (1 week)	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7-13 (2 weeks)	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
14+	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4
Information Requested	194	0	0	194	0	0	0	0	0	0	0	0	0	0	0	0	194
Accommodation	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Adventure Recreation	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4
Attractions / Tours	7	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	7
Maps / Directions	41	0	0	41	0	0	0	0	0	0	0	0	0	0	0	0	41
Events / Conferences	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8
Food / Beverage	9	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	9
Transportation	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	5
Shopping	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4
Parks	16	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	16
First Nations	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Community Services	10	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	10
Investment/Moving	14	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	14
Site Facilities (e.g. Washrooms)	49	0	0	49	0	0	0	0	0	0	0	0	0	0	0	0	49
Other	23	0	0	23	0	0	0	0	0	0	0	0	0	0	0	0	23
Community Specific Info	189	0	0	189	0	0	0	0	0	0	0	0	0	0	0	0	189
Events Information	25	0	0	25	0	0	0	0	0	0	0	0	0	0	0	0	25
Town Services/Inquiries	26	0	0	26	0	0	0	0	0	0	0	0	0	0	0	0	26
Relocation / Visitor Package	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20
Local	54	0	0	54	0	0	0	0	0	0	0	0	0	0	0	0	54
Business/Accommodation/Food etc																	
Maps, Trails/Artisans/Roads/Transp	55	0	0	55	0	0	0	0	0	0	0	0	0	0	0	0	55
otation																	
Marine Visitors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trolley	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4
Cycling	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Accommodations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Heritage	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3



MEMORANDUM



TO: Staff Supporting the CAO and Elected Officials

FROM: Iris Hesketh-Boles, AVICC Executive Coordinator

DATE: January 28, 2013

RE: 2013 AVICC AGM & CONVENTION BROCHURE AND REGISTRATION FORM
REMINDER - RESOLUTIONS AND NOMINATIONS DEADLINE IS FEBRUARY 25

A color copy of the enclosed brochure and registration has been sent out by email through your organization's general email contact address requesting distribution to your elected officials, CAO and yourselves. As email distribution is not 100% guaranteed, I am enclosing a single black and white copy to ensure that you, your CAO and elected officials do receive a copy. Please feel free to copy it or download the colored version from www.avicc.ca.

The registration form is also available online at www.avicc.ca as a downloadable Word form document to assist you in completing the paperwork associated with registering your CAO and elected officials. As reminder, use the Tab and not the Return key to move through the document and a mouse click to check the checkboxes. Note that there is seating limit for Saturday's annual banquet that will be processed on a first-come, first-serve basis. We do not have capacity for credit card transactions, but you can scan and email (avicc@ubmc.ca) or fax (250-356-5119) completed registration forms noting that payment will follow.

If you prefer to handwrite, the attached form can be copied as needed. The **Early Bird Registration and Cancellation deadline is March 22, 2013**. To assist with planning, I would appreciate receiving all notifications of cancellations even if a refund is not available. This year, I will be strictly adhering to the deadlines,

This is also another reminder that this year's **resolution and nomination deadline is February 25, 2013**. It will be much appreciated to receive a copy in Word format to aid in preparing the *Annual Report and Resolutions Book*.

Please don't hesitate to contact me for further information or clarification. I will look forward to receiving completed registration forms and payment at your earliest convenience. If you are looking for the most up-to-date information, please do check www.avicc.ca.

As always, thank you for your assistance.

Regards, Iris



2013 AGM & CONVENTION

April 12-14, 2013 Sooke, BC

DELEGATE REGISTRATION FORM

IMPORTANT: If completing by hand, please print. For electronic completion, download the Word form document from www.AVICC.ca and use only the tab key (not the return key) to move through the fields and a mouse click to check the boxes. Thank you.

Delegate Surname:	_____	First Name:	_____
			(to appear on nametag)
Partner/Guest Surname:	_____	First Name:	_____
			(to appear on nametag)
Delegate Title:	_____		
	(e.g. Mayor, Councillor, Chair, Director, CAO)		
Municipality/RD/Ministry/Org:	_____	For AVICC Use	
Hotel/Motel/B&B Where Delegate is Staying:	_____	Cheque #:	_____
Delegate Email Address:	_____	Date:	_____
Food Allergies/Intolerances	_____	Amount:	_____
	Delegate	Partner	

REGISTRATION FEES

Delegate: (Member - Voting & Non-voting, and Non-Member)	Postmarked by March 22, 2013	Postmarked after March 23, 2013	Amount Enclosed
<input type="checkbox"/> Delegate Business Sessions includes the Welcome Reception	\$154	\$186	_____
<input type="checkbox"/> Delegate Banquet (Saturday evening)**	\$44	\$53	_____
<input type="checkbox"/> Delegate Welcome Reception (Friday evening)	Incl.	Incl.	Incl.
<input type="checkbox"/> Delegate Pre-Conference Program Incl. Breakfast (Friday morning)	\$15	\$18	_____
<input type="checkbox"/> "The Community Carbon Marketplace" Working Breakfast (Saturday)*	Incl.	Incl.	Incl.
<input type="checkbox"/> "The Natural City" Working Breakfast (Sunday)*	Incl.	Incl.	Incl.
<input type="checkbox"/> Networking Only Continental Breakfast (Saturday)	Incl.	Incl.	Incl.
<input type="checkbox"/> Networking Only Hot Breakfast (Sunday)	Incl.	Incl.	Incl.
<i>*Breakfast is included with the delegate registration fee. For logistics purposes, please indicate if you will join either of the working breakfasts, prefer to network with your peers, or leave unchecked if you are not planning to attend.</i>			
Partner or Guest:			
<input type="checkbox"/> Partner/Guest Welcome Reception (Friday evening)	\$27	\$34	_____
<input type="checkbox"/> Partner/Guest Banquet (Saturday evening)**	\$44	\$53	_____
<input type="checkbox"/> Partner/Guest Sea Flora Wild Seaweed Tour (Friday)	\$20	\$24	_____
<input type="checkbox"/> Partner/Guest Sun River Allotment Gardens (Saturday morning)	\$10	\$12	_____
<input type="checkbox"/> Partner/Guest Park & Marine Boardwalk Tour (Saturday afternoon)	\$10	\$12	_____
<i>**Seating to the Annual Banquet is limited and will be offered on a first-come, first-serve basis.</i>			
Registration forms can be scanned and emailed to avicc@ubcm.ca or faxed to 250-356-5119 advising that a cheque will follow.		Registration Fees Sub-total	_____
		Add 12% HST (82945 4362)	_____
		TOTAL FEES ENCLOSED	_____
		(Payment must accompany registration.)	

CANCELLATION POLICY

Full Refund: Notice of cancellation must be received by **March 22, 2013**.
 Non-Refundable: Notice of cancellation received after **March 22, 2013**.
 Note: Please forward notifications by email to iheskethboles@ubcm.ca even if fees are non-refundable. Any refunds owing will be processed after the AGM & Convention.

PLEASE RETURN FORM AND MAKE CHEQUE PAYABLE TO:

Association of Vancouver Island and Coastal Communities (AVICC)
 525 Government Street
 Victoria, BC V8V 0A8

For program, registration or other information please see www.AVICC.ca, or email avicc@ubcm.ca or call 250-356-5122.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013

The District of Sooke is this year's host community. Sooke is surrounded by beautiful beaches, parks, picnic areas, hiking trails, and kilometers of scenic coastal splendor. It is known for incredible Pacific salmon fishing, whale watching, boating, scuba diving, sightseeing, hiking, biking, arts and culture, and dining for all tastes.

The AGM & Convention will be held in the new Best Western Premier Prestige Oceanfront Resort. Rising above the Pacific Ocean, the waterfront resort offers breathtaking views of the Sooke Harbour, Sooke Basin, Juan de Fuca and the Olympic Mountains.

As first time hosts, local planners have been working diligently to provide delegates, sponsors and exhibitors with yet another memorable west coast Convention experience.

Keynote Speaker



Vaughn Palmer, Political Columnist
with the Vancouver Sun

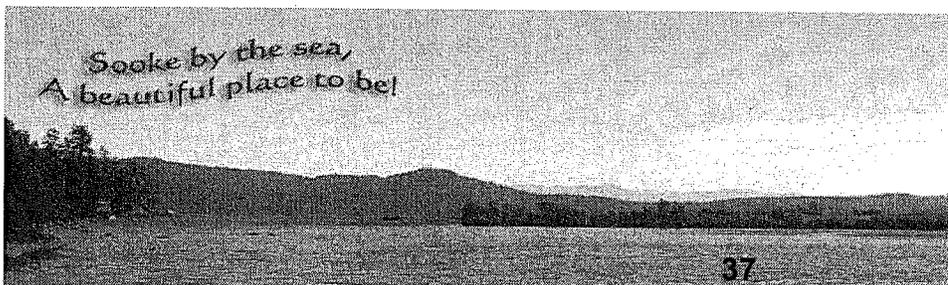
Palmer on Politics

Mixing wit and humour with insight his talk is an up-to-the-minute update on the current state of affairs in our political scene. Vaughn Palmer's hard-hitting columns have seen him cover the feats and follies of British Columbia's premiers for more than 25 years.

An award winning journalist, Palmer is the Vancouver Sun's provincial political columnist, a legislative correspondent for Global Television and host of the weekly program Voice of BC on Shaw TV and a regular commentator on a radio station CKNW in Vancouver and on station KUOW in Seattle. Palmer is a recipient of the Hyman Solomon Award for excellence in public policy journalism and a co-recipient of the Jack Webster award for reporting.

Let's Talk Finance

Representatives from UBCM's Select Committee on Local Government Finance, will lead a discussion aimed at informing the Committee's thinking about the financial issues facing your communities. We need your input about what you're facing, where you think the Committee's efforts could best be directed, and how it could be helpful to you and your community. With a tight timeframe to make recommendations, we want you to help us focus on the things that matter most to local governments across BC.



2013 BRIEF PROGRAM OVERVIEW

FRIDAY, APRIL 12, 2013

- 8:30 am Pre-Conference Program
- 2:00 pm Official Opening, Keynote Address, Provincial Representatives Addresses, AGM & Presentations
- 5:30 pm Welcome Reception

SATURDAY, APRIL 13, 2013

- 7:15 am Continental Breakfast
- 7:30 am Working Breakfast Workshop/Presentation
- 8:30 am Elections, UBCM President's Address, Resolutions & Presentations
- Noon Delegates Luncheon
- 1:30 pm Concurrent Workshop Sessions
- 6:15 pm Reception, Dinner & Entertainment

SUNDAY, APRIL 14, 2013

- 7:15 am Hot Breakfast
- 7:30 am Working Breakfast Workshop/Presentation
- 8:30 am Elections, Resolutions & Late Resolutions, Presentations, Address by the Leader of the Opposition, Closing Session, Installation of New Executive & Grand Prize Award
- 12 noon Adjournment

FRIDAY MORNING PRE-CONFERENCE PROGRAM

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013

Breakfast and Study Tours

8:30 am – Noon

Friday, April 12, 2013

Cost: \$15

The morning will combine three activities.

Private Forest Land Breakfast

The AVICC area contains some of BC's most productive forests, a few of the fastest growing communities in BC, and a high proportion of private land. There has been much change in the forest sector in recent years, every community has been affected in some way, and private forest lands are often in the news. Representatives from the Private Forest Landowners Association will provide insight into how the stewards of BC's private managed forest lands strive to find balance between environment, community and economic values.

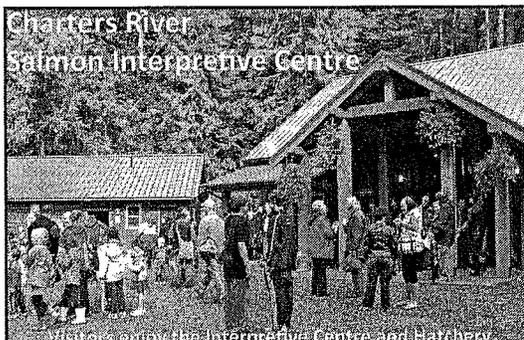
Study Tour of the T'Sou-ke Nation Solar Project*



"First Nations have lived for thousands of years on this continent without fossil fuels. It is appropriate that First Nations lead the way out of dependency and addiction to fossil fuels and to rely on the power of the elements, the sun, the wind and the sea once again," says Chief Gordon Planes. Delegates will travel by bus to the T'Sou-ke Nation to view and learn more about the project.

**This tour has yet to be confirmed. Should it not be available, a substitute offering may be arranged.*

Study Tour of the Charters Creek Salmon Interpretative Centre



Representatives from the Juan de Fuca Salmon Restoration Society will provide the delegates with a tour of the Charters Creek Salmon Interpretative Centre and information on the development of the centre -- how volunteers and governmental partnerships worked together to construct the centre. The tour includes a Naturalist Tour of the small demonstration hatchery, viewing

of the saltwater aquarium, terrarium, micro-eye presentations, video screening of site wildlife including beaver, a diorama of the Sooke watershed and other exhibits.

Delegates must pre-register using the conference registration form. Please wear footwear and clothing appropriate for a light hike, and bring an umbrella and raincoat if the weather is inclement.



ELECTIONS

The membership elects directors during the AGM & Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to AVICC between Conventions.

The following positions are open for nomination.

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

To be included in *The Report on Nominations*, nominations must be received by February 25, 2013.

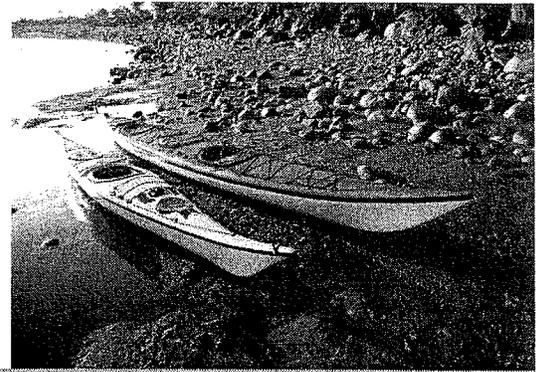
For further information on the elections process or to submit a nomination, please contact:

President Joe Stanhope
Chair, 2013 Nominating Committee
c/o AVICC, 525 Government Street
Victoria, BC V8V 0A8
Fax: 250-356-5119
EM: jhasketh@ubcm.ca
or visit our website at www.AVICC.ca

CONVENTION PROGRAM

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013



The Program Format

Based on a successful tradition, the 2013 program will integrate the regular business of the annual general meeting, debate on resolutions and holding of elections with a variety of presentations and workshops on topical issues, addresses by key political speakers and opportunities for networking.

A draft of the detailed program is expected to be available by mid-February on the www.AVICC.ca website. In order to accommodate emergent issues the program does not become final until just prior to the AGM & Convention.

The following are brief excerpts of programming expected to be included in the 2013 agenda.

More Than Just a Pretty Beach

The presentation is an introduction to the beach spawning habitats of important species of fish called "forage fish" as well as backshore habitats such as marine riparian vegetation which line many a beautiful shoreline property. Critical shoreline fish habitats are under increasing threat of development by seawalls, marinas, ports, and sea level rise. Due the crucial role that these fish play in local marine food webs, the issue of protecting these shoreline habitats and conflicts with human activities is gaining more attention by local planners and marine conservationists.

Presenters: Ramona C. de Graaf, Marine Biologist and Executive Director, Coastal Conservation Institute of BC and Ann Kjerulf, Planner with the Cowichan Valley Regional District

World-Leading Spill Response – Are We Ready?

Western Canada Marine Response Corporation (WCMRC) is the spill response organization certified by Transport Canada to be the responders to a marine oil spill anywhere along the 27,000 km of coastline of BC. In the midst of the calls for a world-leading spill response, few people know that this organization exists and how it is prepared to meet the challenge of protecting our waters and shorelines. This presentation will introduce participants to WCMRC, describe its current state of preparedness and what it is doing to prepare in the event of an expansion of industry activities. If possible, an on-shore demonstration of equipment will be included.

Presenters: Scott Wright & Toni Frisby

Fibre Supply and the Future of the BC Coastal Forest Industry

This session will discuss the impact of the Mountain Pine Beetle in the Interior and the effects on coastal fibre supply and markets; the forecast for the coastal lumber industry given improving demand for the US, reduction of supply from the Interior and emerging demand from China and the Orient; the forecast for the pulp and paper industry on the coast given the shift to electronic media and competition in pulp markets from the southern Hemisphere; the forecast for coast logging given overseas demand for logs and regional demand for sawmills, veneer mills and pulp mills; and will talk about the path forward for the big coastal companies in the forest industry.

Presenter: Murray Hall, Murray Hall Consulting Ltd.

RESOLUTIONS

LIBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions received prior to the February 25, 2013 deadline will be processed and included in the Annual Report and Resolutions book that will be mailed to members in late-March. See www.AVICC.ca for more information.

Late Resolutions:

Resolutions received after the deadline are considered "late" but will be accepted by the Executive Coordinator up until noon, Wednesday, April 10, 2013.

Members are reminded that, to be admitted for debate, a late resolution must be deemed to be of an urgent or emergency nature and should address an issue that has arisen after the February 25 deadline date.

The Resolutions Committee will review all late resolutions and prepare a report to the Convention including a recommendation as to whether the resolution meets the criteria and should be admitted for debate.

Reminder

Resolutions and Nominations
Deadline
February 25, 2013

See www.AVICC.ca for submission requirements and nomination forms.

CONVENTION PROGRAM

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013



BC Hydro Operations and Planning

From large-scale generation facilities to transmission and distribution lines, BC Hydro has operations in every coastal community. Senior leaders from BC Hydro's South Coast operations will be providing a brief system overview and facilitate a discussion on how coastal communities and BC Hydro can work more closely to better to serve the residents and meet the growth in the region.

Presenters: TBA

Sea Level Rise (SLR)

The session will provide an introduction to a number of topics including: climate changes, projections for SLR, Guidelines on Sea Dikes and Coastal Flood Hazard Land Use, the SLR Primer and costing for sea dikes and alternatives. It will also introduce the new adaptation guide which provides practical on-the-ground adaptation solutions for local government elected officials and staff covering a wide range of topics including: OCP policies, zoning, liability, infrastructure, asset management, emergency planning, etc.

Presenters: Cathy Leblanc, MCSCD and Climate Action Secretariat Staff

Other topics and sessions that will be included as time allows are:

- BC Ferries
- Working with First Nations
- Using Webcast Technology, Paperless Councils/Boards and Managing Email
- Benefits of Community Forests
- Update on the Gas Operating Agreement Renewal Process
- Proposed Strait of Georgia Marine Conservation Area

More in-depth descriptions and speaker biographies will be published on www.AVICC.ca as they become available.

Political Speakers

Invitations have been extended to Premier Christy Clark; Mr. Adrian Dix, Leader of the Official Opposition; Community, Sport and Cultural Development Minister Bill Bennett; and UBCM President, Mayor Mary Sjostrom.



WORKING BREAKFAST SESSIONS

The Community Carbon Marketplace

The Community Carbon Marketplace (CCM) is a community-based carbon exchange initiative to enable local governments, businesses and individuals to meet carbon neutral objectives by purchasing carbon offsets from community-based projects that reduce greenhouse gas (GHG) emissions and build community resilience. The recent successful pilot of the Community Carbon Marketplace in the City of Duncan is examined as a model for meeting carbon neutral objectives in communities throughout BC's Islands and Coastal communities.

Presenters: Brian Roberts, CEA Executive Director, Duncan Mayor Phil Kent and Director of Finance Peter de Verteuil

The Natural City – A Sustainable Future for Cities and Towns

The Natural City is a comprehensive, highly integrated, visionary approach to planning future development for cities and towns. It begins with an examination of problems that have developed from sprawl and poorly managed growth and goes on to present a visionary approach to sustainable development and re-development for future communities. This approach is tightly woven around a hierarchical structure of priorities and principles. Central to the vision presented are three key priorities: Global Sustainability, Local Sustainability and Quality of Life and Place.

Presenter: Vic Derman, Saanich Councillor and CRD Director

NETWORKING AND SOCIAL ACTIVITIES

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013

Providing delegates with the opportunity to connect with colleagues and develop new relationships are key program objectives. In addition to breakfasts both Saturday and Sunday morning, morning and afternoon refreshment breaks and Saturday's Delegates Lunch, two networking and social highlights of the 2013 AGM & Convention will be the Friday evening Welcome Reception and the Saturday evening Annual Banquet. All events this year will be held at the Best Western Prestige Oceanfront Resort.

Welcome Reception

The Welcome Reception will be held from 5:30-7:30 pm Friday evening in the Prestige Oceanfront Resort's Grand Foyer, out on the Veranda and in the Convention Marketplace Tent. Delegates will be able to enjoy the scenic views of the beautiful Sooke Harbour and Basin or step outside into the waterside courtyard and on to the Prestige Pier. The District of Sooke will be presenting local entertainment and will be showcasing works by local artists.

Annual Banquet

Banquet guests will be treated to a fabulous evening with the Sooke Philharmonic Orchestra. The community orchestra is celebrating its 15th anniversary season, with more than 60 members ranging from 13 to 84 years of age. Maestro Norman Nelson, Conductor and Music Director, is planning a varied and delightful program.

Please note that the banquet has limited seating (approx. 250) that will be available on a first-come, first-serve basis.

Mini Marketplace/Tradeshow

As in past years, AVICC will host a small tradeshow. Many of our sponsors will be staffing information booths. In addition, a number of other organizations have indicated they will be available, including:

- KPMG
- The Guardians of Mid-Island Estuaries Society
- TransMountain Expansion Project/Kinder Morgan



District of Sooke

The local host planning committee has been led by Bonnie Sprinkling, Corporate Officer; Brenda Parkinson, Chair, Mayor's Public Advisory Panel on the Arts and Beautification; and Krista Clarke, Convention and Catering Manager with the Prestige Oceanfront Resort.

An event of this size and caliber takes a small community like Sooke working together to achieve success. All local contributors are thanked for their contribution in making the 2013 AGM & Convention a terrific experience for all.



OUR SPONSORS

The AVICC AGM & Convention benefits from the significant contributions of our sponsors – some who have been sponsoring this event for many years. 2013 committed sponsors include:

FortisBC

Delegate Luncheon

BC Hydro

Delegate Gift

Association for Mineral Exploration BC/ Mining Association of BC

Co-sponsors of the Annual Banquet Dinner

BC Lottery Corporation

Annual Banquet Entertainment

Municipal Finance Authority

Gold Level General Sponsor

Vancouver Island University

Welcome Reception

Municipal Insurance Association

Sunday Morning Hot Breakfast

ICBC

Saturday Morning Breakfast

BC Ferries

Grand Prize Award

Private Forest Landowners, Timberwest and Island Timberlands

Saturday Morning Refreshment Break

Shaw Communications

Partner Activities

Lorena P.D. Staples Law Corporation

Parliamentary Services

Sponsors are thanked for their generosity. Delegates will look forward to various opportunities provided by the AGM & Convention to learn about your organization's new programs or services and plans for the future.

ACTIVITIES FOR PARTNERS

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013

Partners and other guests are encouraged to join delegates as Sooke is offering a variety of local activities and events for your enjoyment. We also look forward to your participation in both the Friday evening Welcome Reception and the Saturday evening Annual Banquet and Reception.

Please register partners for the following three activities on the regular Delegate Registration Form. All activities will go ahead rain or shine. Please wear appropriate footwear and clothing for a light hike and bring an umbrella and raincoat.

Sea Flora Wild Seaweed Tour

Friday, April 12, 2:30 pm (approx. 1.5 - 2 hours)

Cost: \$20

Join Diane Bernard on one of her seaweed tours! Known internationally as "The Seaweed Lady" Diane has family roots deeply anchored in both Canadian coasts. Generations of her family have used seaweed in their daily lives for over 100 years.

As a passionate environmentalist, Diane is committed to creating luxury seaweed skincare that is nutritional, adventuresome, organic and authentic. Her hand-harvesting techniques are sustainable and her wild seaweeds are 100% USDA and OCIA certified organic.

Participants will meet at the Whiffen Spit parking lot. Waterproof footwear is recommended although boots for walking on the beach are available.

Sun River Allotment Gardens

Saturday, April 13, 2013 – 10:30 am (approx. 1 hour)

Cost: \$10

Those interested in the development of community gardens will enjoy a visit to the Sun River Allotment Gardens. This is a community garden on municipal property managed by a non-profit volunteer based organization – Sooke Food CHI. The organizers of the gardens will provide refreshments and be available for any questions on the workings of the community garden. An extended visit to view the work of artists on municipal utility boxes and a walk along the Sooke River – Sun River Trail is a possibility.

Participants will meet at the Sun River Allotment Gardens located on Philips Road near Sunriver Drive, about a 10 minute drive from the hotel.

Ed Macgregor Park and Marine Boardwalk Tour

Saturday, April 13, 2013 – 2:30 pm (approx. 1 - 1.5 hours)

Cost: \$10

The Ed Macgregor Park is a landscaped, public waterfront park that incorporates manicured gardens, an amphitheatre and a gathering area that's used for community events and arts display. The visit will include a welcome by a piper, a guided tour by a local historian/naturalist, performances by local musicians in the band shell, access to work by local artists and a short walk through the trees to the marine boardwalk.

Participants will meet at the park gates located at 6765 West Coast Road that is within walking distance from the Prestige Hotel (approximately 20 minutes). Parking is also available near the park entrance.



A number of optional activities are also available. Please contact these businesses directly to book your adventure:

- Tugwell Creek Honey Farm & Meadery Tour
<http://tugwellcreekfarm.com>
- Sooke Coastal Explorations Wildlife Tour (whale watching, fishing, eco-tours)
<http://www.sookewhalewatching.com>
- Adrena LINE Ziplining
<http://adrenalinezip.com>
- Sooke Region Museum
<http://sookeregionmuseum.com>

Delegates and their guests may want to consider coming early or staying on after the Convention to take advantage of visiting the area attractions



LOGISTICS

2013 AGM & CONVENTION

Sooke, BC
April 12-14, 2013

Accommodations

Sooke has a variety of accommodation types available for delegates. For a list, please visit www.avicc.ca.

Conference Venue

All activities this year will be held at the Best Western Premier Prestige Oceanfront Resort located at 6929 West Coast Road.

Parking

Sufficient parking for all delegates is not available at the Prestige Oceanfront Resort. Those staying at the Sooke Harbour Marina will be within walking distance and are asked to leave their vehicles parked there. Delegates staying at other locations are asked to carpool where possible. Arrangements for additional parking will be communicated closer to the event, but delegates are asked to bring an umbrella in case of rain. Shuttle buses will be available to transport delegates and their guests to and from the Saturday evening reception and Annual Banquet.

How To Register

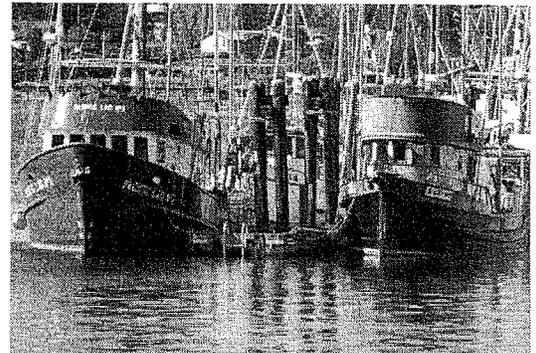
Registration forms are available on the www.AVICC.ca website or by emailing avicc@ubcm.ca. As in the past, there is an **early bird and cancellation deadline of Friday, March 22, 2013.**

	Early (By March 22)	Late (After March 23)
Delegate Fees Includes Welcome Reception	\$154	\$186
Annual Banquet	\$44	\$53
Welcome Reception for Partners	\$27	\$34

For More Information

The most current information will be posted on the www.AVICC.ca website. Please check back regularly for updates. For specific questions, please contact:

Iris Hesketh-Boles, AVICC Executive Coordinator
Email: iheskethboles@ubcm.ca
Telephone: 250-356-5122



TRAVELLING TO SOOKE

- From Campbell River – 280 km, 3.5 hours driving
- From Nanaimo – 120 km, just under 2 hours driving
- From Victoria – 40 km, 45 minutes driving

<http://www.drivebc.ca>

**PARTICIPATE
AND
ENTER TO WIN!**



The host community will be encouraging delegates and their guests to take a self-guided tour of Sooke's Marine Walkway. Participants who take up the challenge will be rewarded with entry into a draw for a gift basket of local products to be drawn Sunday morning.



February 8, 2013

Mayor Rob Hutchins,
Town Council Members,
Ladysmith, B.C.

Hi Rob: You will find enclosed a CD, on it are some pictures of the nice walkway down at our beautiful waterfront. You may not have walked down there lately, but it may just be a good place for a morning or afternoon stroll one day. Start your walk at the Black Press offices & walk down the roadways and pathways, go by the old train station, look up and into the bushes around the roads & pathways & by the streams, look over the banks, look in the trees and see what is laying around them or hanging from them. You will be shocked at what you see that is for sure.

Ken & I frequently walk down there frequently with our two little dogs & it always amazes us at how "Joe Public" can leave such a mess behind them without even blinking an eye. It truly disgusts us. These pictures are mild in comparison to what we have seen laying around down there prior to my taking them today.

Every time we are down there, we see numerous other people out for a walk either with their spouse, friends, dogs or by themselves. People of all ages. I query are they all local people, or are they visiting our little town? I wonder what is going through their mind when they are walking in such a gorgeous area only to come upon heaps of garbage strewn around.

Be it a beautiful sunny day, a cloudy or rainy day there is always someone down there out for a walk along the numerous small roads, trails or along the railway tracks.

We always see photographs in the Chronicle of the heaps of garbage that people dump off at the end of the roadway in the Diamond. Nobody has ever sent in photographs or voiced complaints about the garbage along the roadways and paths leading to our waterfront. Is this because we have become accustomed to such destruction, do we not care anymore, or is it because people think to themselves that nobody would care anyhow if I/we complained about the mess left behind by individuals who have no respect for our waterfront or walkways. You never see this type of mess along the Holland Creek trail, more than likely because there are no dirt roads leading onto or into the trail.

I would also like to point out that due to the fairly nice winter weather we have been having that some local people have started dumping off their garden debris, such as branches & clippings from shrubs etc.

Somebody or some one has to be held accountable for this mess. Do we need to have the Town put up "No Dumping" signage along the roads and paths. I doubt that this would stop people from dumping off their household debris anyhow.

Perhaps if we want this cleaned up, we need to promote a work party of some sort. I even thought that possibly seeing as the Graduating Classes need to earn volunteering credits in order to graduate, that a group of students could be organized to spend a couple days down there picking up and cleaning up the garbage.

Perhaps, some of the Youths in town who get in to trouble with the RCMP could be given some Community Service to perform & this could be one of the Projects that could be handed out to them.

I only know that if this type of behaviour continues, that soon our paths to the waterfront will be inaccessible due to all of the garbage that is tossed out down there.

Instead of saying "Welcome to Ladysmith's Waterfront" we instead will be saying "Welcome to Ladysmith's Garbage Front."

It would be interesting to know just who is dumping there, why they are dumping there & then have them given a big Fine to pay & ordered to clean the area up on their own. Plus have a photograph of the person/people who are the offenders posted in the local newspaper showing them cleaning up the mess they themselves made.

Sincerely,



Muriel/Ken Carlson
1133 Walkem Rd.
Ladysmith, B.C.
V9G 1 P6

Phone: 250-245-4655

E-mail: MurielCarlson@shaw.ca



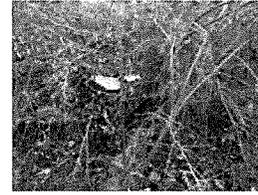
P1020123



P1020124



P1020125



P1020126



P1020127



P1020128



P1020129



P1020130



P1020131



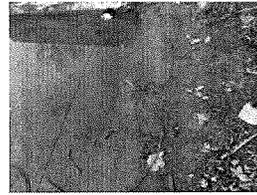
P1020132



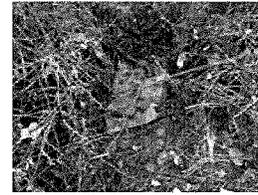
P1020133



P1020134



P1020135



P1020136



P1020137



P1020138



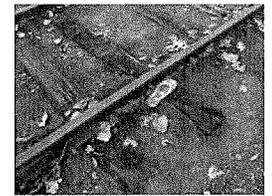
P1020139



P1020140



P1020141



P1020142



P1020143



P1020144



P1020145



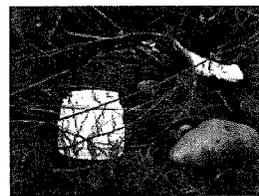
P1020146



P1020147



P1020148



P1020149



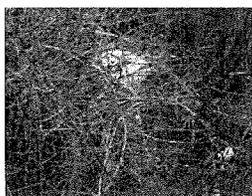
P1020150



P1020151



P1020152



P1020153



P1020154



P1020155



P1020156



P1020157



P1020158



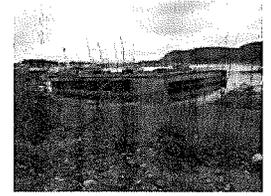
P1020159



P1020160



P1020161



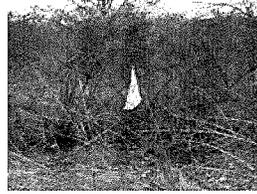
P1020162



P1020163



P1020164



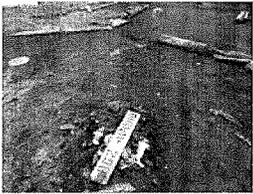
P1020165



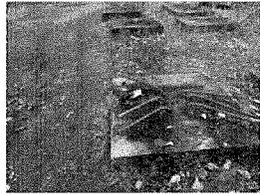
P1020166



P1020167



P1020168



P1020169



P1020170



P1020171



P1020172



P1020173



P1020174



P1020175



P1020176



P1020177



P1020178



P1020179



P1020180



P1020181



P1020182



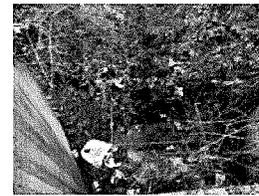
P1020183



P1020184



P1020185



P1020186



P1020187



P1020188



P1020189



P1020190



P1020191



P1020192



P1020193



P1020194



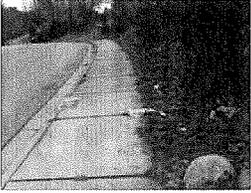
P1020195



P1020196



P1020197



P1020198