A) CALL MEETING TO ORDER

B) ADDITIONS TO OR DELETIONS FROM THE AGENDA

C) ADOPTION OF AGENDA

D) ADOPTION OF MINUTES

3-52
53-55

1. Minutes of the Regular Open Council Meeting held April 10, 2012 for adoption.
2. Minutes of the Special Open Council Meeting held April 17, 2012 for adoption.

E) BUSINESS ARISING FROM THE MINUTES

F) ANNOUNCEMENTS FROM THE MAYOR

1. Alberni-Clayoquot Regional District Board Meeting Highlights and Action Items.

G) DELEGATIONS

1. Bobby Lax, Community Food Coordinator of Tofino-Ucluelet Culinary Guild ('TUCG'), to outline the partnership the TUCG has already established with the Parks and Recreation Commission as well as the plans for continued collaborations for future community events.

H) CORRESPONDENCE FOR INFORMATION ONLY

56
57

1. Letter from the Mayor of the City of Grand Forks to Honourable Christy Clark regarding Business Taxation and Local Government Revenue Sources.
2. Letter from the Mayor of the District of Port Hardy to Honourable Christy Clark regarding Business Taxation and Local Government Revenue Sources.

I) CORRESPONDENCE: REQUIRING ACTION

58-62
63

1. Letter from Nicole Beauregard, 2012 Cities Fit for Children Conference Chair for City of Kamloops inviting Council to register for the 3rd provincial Cities Fit for Children Summit to be held in Kamloops May 10 and 11, 2012 at Thompson Rivers University Conference Centre.
2. Letter from Keith Gibson, Co-Chair of West Coast Multiplex Society, requesting that Council appoint a representative to the working committee of the West Coast Multiplex Society to oversee the gathering of information and implementation of the required plan. The first meeting of the committee would be held in May of 2012.

J) REPORTS

64-65

1. Staff Reports

a) Fence and Flooding Issues at 381 Main Street (Report from Manager of Public Works & Building Inspection)

THAT Council approves installation of the fence and barrier improvements in the 2012 budget.
2. Committee Reports

a) Minutes from the Official Community Plan Implementation and Monitoring Committee meeting held March 26, 2012 for Council information.

b) Minutes of the Light House Trail Committee meeting held April 11, 2012. RECOMMENDATIONS from Committee for Council endorsement: THAT Council meet with the new TFN council and discuss a letter of support for continuing the development of the lighthouse trail over DL120.

c) Minutes of the Arts, Culture and Heritage Committee meeting held March 29, 2012. RECOMMENDATIONS from Committee for Council endorsement: THAT Council appoint Petty Jamieson as a member of the Downtown Vitalization Committee.

d) Minutes of the Parks & Recreation Commission meeting held March 21, 2012 for Council information.

e) Minutes of the Parks & Recreation Commission meeting held April 18, 2012. RECOMMENDATIONS from Committee for Council endorsement: THAT Council allow construction to begin on the Flying Fox, and asks that Council dedicate $1,700 in the Village Green budget for this project.

3. Council Verbal Updates

K) BYLAWS
   NIL

L) NEW BUSINESS

M) 15 MINUTE QUESTION PERIOD

N) ADDITIONS TO OR DELETIONS FROM THE IN CAMERA AGENDA

O) ADOPTION OF IN CAMERA AGENDA
   MOTION: “That the In Camera agenda be adopted as circulated; that the In Camera meeting be closed to the public pursuant to Sections 90(1)(g) and (j) of the Community Charter:
   (1) Adopt the minutes from the in-camera meetings held April 10, 2012.
   (2) Section 90(1)(g) Legal Issues Update.
   (3) Section 90(1)(j) Freedom of Information and Protection of Privacy Act.

P) RECESS

Q) RECONVENE FROM IN CAMERA MEETING

R) RELEASE OF CLOSED MEETING INFORMATION

S) ADJOURNMENT
MINUTES OF A REGULAR MEETING OF THE DISTRICT OF TOFINO
COUNCIL HELD IN THE COUNCIL CHAMBERS
Tuesday, 2012-April-10 AT 6:00 PM

PRESENT: Mayor P. Schmunk,
Councillors Anderson, Baert, Cameron, McMaster, Thicke, Thorogood
Braden Smith, CAO,
Aaron Rodgers, Manager of Community Sustainability,
Bob Schantz, Manager of Public Works and Building Inspection,
Diana Uy, Office Assistant
Press, Public

ABSENT: Sally Mole, Director of Parks and Recreation
Nyal Attiana, Director of Financial Services

A) CALL MEETING TO ORDER

Mayor P. Schmunk called the meeting to order at 6:00 P.M.

B) ADDITIONS TO OR DELETIONS FROM THE AGENDA

1. Audit Financial Statements

Resolution # 230/12 Moved by Mayor Schmunk/Councillor Baert
THAT Council add the Audited Financial Statements to section K - New Business as item #1.
CARRIED

2. Wolf issue

Resolution # 231/12 Moved by Councillors McMaster/Thorogood
THAT Council add the wolf issue to section K - New Business as item #2.
CARRIED

3. Chamber of Commerce request use of Council Chambers on April 26, 2012

Resolution # 232/12 Moved by Mayor Schmunk/Councillor Cameron
THAT Council add the Chamber of Commerce verbal request to use the Council Chambers on
April 26, 2012 to Section K - New Business as item #3.
CARRIED

4. Procedure on grant allotments

Resolution # 233/12 Moved by Councillors Thorogood/McMaster
THAT Council add the procedure on grant allotments to section K - New Business as item #4.
CARRIED

C) ADOPTION OF AGENDA

Resolution # 234/12 Moved by Councillors Thick/McMaster
THAT Council adopt the agenda as amended.
CARRIED

D) ADOPTION OF MINUTES

Agenda Item # D1.

Minutes of the Regular Open Council Meeting held April 10, 2012 for adoption.
1. Minutes of the Regular Open Council Meeting held March 27, 2012 for adoption.

Resolution # 235/12 Moved by Councillors Anderson/McMaster
THAT Council adopt the minutes from the March 27, 2012 regular meeting. CARRIED

E) BUSINESS ARISING FROM THE MINUTES

None.

F) ANNOUNCEMENTS FROM THE MAYOR

- Joe Martin will be recognized by the British Columbia Community Achievement award ceremony on April 25, 2012 at government house in Victoria.
  - Mayor Schmunk would like to acknowledge Mr. Martins great commitment to the community.
  - One of the highlights of Joe Martin’s contribution as an ambassador to the community that Mayor Schmunk personally witnessed was during the 2010 games when Mr. Martin spoke to the visitors from around the world.
  - Mr. Martin is one of 35 fellow British Columbians to receive this award.
  - Mayor Schmunk will be at a Regional District meeting on April 25, 2012 and will not be able to attend the award ceremony.

Resolution # 236/12 Moved by Mayor Schmunk/Councillor Cameron
THAT Councillors Thicke and Baert attend the award ceremony on April 25, 2012 in Victoria to represent the District of Tofino. CARRIED

Resolution # 237/12 Moved by Councillors Baert/Cameron
THAT staff write a Press Release regarding Joe Martin’s receipt of the British Columbia Community Achievement award. CARRIED

G) DELEGATIONS

1. Margaret Morrison, Westcoast Community Resources Society (‘WCRS’), in response to Council’s invitation came as a delegate.
   - Margaret Morrison brought copies of the following documents, which is attached and form part of this minutes:
     - Letter addressed to Council dated 21 years ago (April 9, 1991) from a group who identified themselves as the Tofino Branch of the Westcoast Women’s Resource Society.
     - A clipping from the Westerly in 1992 stating that $60,000 was received for a transition house. Two locations considered: Ucluelet and Tofino.
   - Margaret Morrison, Executive Director of WCRS introduced herself and provided a background on WCRS.
   - WCRS is a charitable non-profit society.
   - WCRS serves an area stretching from Hot Springs to Itatsoo.
WCRS offers free and confidential services are offered to members of the community.

WCRS is a founding member of the Coastal Family Resource Coalition.

WCRS partners and support numerous initiatives on the Coast such as the West Coast Literacy Plan, which is the only dual literacy plan in the Province.

Programs include:
- Women’s counselling
- Children’s counselling
- Women’s outreach
- Community outreach
- Community youth and family support
- Child and youth special needs worker
- Community living BC services

Through a recent grant WCRS are half way through a year of being able to have a contract for a homelessness outreach coordinator for the Coast.

WCRS has six directors on the board and operate from the main office from Coastal Community Services Hub.

WCRS is celebrating the 20th year as a Society serving the Coast. WCRS began as the Westcoast Women’s Society that incorporated on January 3, 1992.

Concerned women on the Coast from areas including Tofino, Ucluelet and First Nations Communities recognized that there were no local programs or services available for abused women.

A series of small grants allowed this group of concerned women to establish a transition house.

The dedication of the women from these areas and the support from the doctors, nurses, RCMP, the drug and alcohol programs made this possible.

In 2004, the Society broadened the access to all members of the communities and changed the name to the Westcoast Community Resource Society. The Bylaws also changed to open directorship to men.

Currently, the WCRS employs 25 people.

Ms. Morrison asks if Council would receive the WCRS 2011 annual general meeting minutes and reports. The annual reports illustrate very well what programs and services WCRS offer to the communities.

Ms. Morrison comes before Council to help raise awareness as she knows that Council works very hard to ensure the economic well being of our community and WCRS works very hard to ensure the emotional well being and social health of our communities. Ms. Morrison sees that there may be possibilities for interesting partnerships and ways that both parties can assist each other.

The constant challenge is finding appropriate space to deliver services.

WCRS has their main office in Ucluelet and are not as visible in Tofino. Ms. Morrison asks that Council keep them in mind for future opportunities should space become available in Tofino.

Ms. Morrison noted that Council will be attending the AVICC conference in the weekend and extends an invitation to look at the office they currently now occupying at the Coastal Community Services Hub.

Question from Councillor Baert: What housing needs have you observed as it relates to Tofino?
- There is an Extreme need.
- Homelessness is different on the Coast.
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- People are ‘couch surfing’ rather than sleeping in doorways.
- People may find winter housing but have more difficulty finding housing in the summer.
- This coordinator is making sure that people are given contacts with supports that can assist people with their situation while researching the issues around homelessness.
- WCRA can offer short term emergency housing at the transition house for women and children being abused or may be at risk of violence.

Question from Councillor Thicke: Can you tell us as to how we can help with raising awareness in Tofino?
- Having a space that could be identified as a place where people can make contact with the society would be helpful.
- Currently, the Society shares a space at the VIHA building on First St and is able to use this space on Tuesdays afternoons. Tuesdays are the only times one can make contact with someone from the Society face to face. There is no identifiable place that one can drop in and talk to someone from the Society.
- A little sign to make WCRA more visible would be helpful.

2. Cpl Waddell, Tofino RCMP, presented a detachment overview, funding requests, summer policing priorities and media strategy to Council.

- Cpl Waddell went through the presentation, which is attached and forms part of this minutes. Additional information not covered in the attached presentation:
  - Under appendix 1: Impaired driving: On Friday, there was a suspected impaired driving accident by Abraham Road where a vehicle flipped off the road and multiple agencies attended.
  - Under appendix 6: Funding: Cpl Waddell asks that if there is going to be funding to the RCMP this year, thanks but please do not pay the amount until an invoice is received from the Provincial Government. Paying the amount before an invoice is received causes administrative issues.

- Media Release:
  Question from Councillor Anderson: Do you know of other communities that have used the bookmarks and how effective they are? Would more radio funding be more effective?
  - Cpl Waddell came up with the bookmarks idea to leave in the tourism sites and commercial establishments as it would be a keepsake with a colour photo of Tofino on one side. He does not have any data from other communities.

Comment from Councillor Baert: We are presently involved in supporting of the Ambassador Program through the Chamber of Commerce. Working with the Chamber of Commerce and Tourism Tofino, we really have media outreach throughout the community both to the residents and visitors. We can deliver a message that is friendly and effective. There are also other outlets such are Our Town that we can redirect this to. They can have these posted on hotels. There are lots of other avenues that may be effective. These are the experts in media outreach and could be helpful.
  - Cpl Waddell agrees. Everything is helpful. Last year a lot media emails were sent. Issuing press releases is definitely part of the strategy.

- Tofino RCMP Bicycle Patrol:
  Comment from Councillor Thicke: Councillor Thicke is very supportive of the cycling program.
It is a very good program that sets a good example. Councillor think is thankful for Cpl Waddell’s visibility. There are only a select number of people that have access to the helmet and light program. Could we offer discounts or coupons at the Co-op so that we can be more inclusive and other people can participate?
  o Cpl Waddell feels that this is definitely a great idea. Perhaps this can be incorporated.

Question from Councillor Thorogood: Is this the detachment’s bike?
  o The bikes belong to the detachment and there are currently three bikes. One of the bicycles was funded by the District and is still there.

Resolution #238/12 Moved by Councillors Thicke/Baert
THAT the budget requests for the RCMP be forwarded to the budget process on April 17, 2012
CARRIED

Resolution #239/12 Moved by Councillors Baert/Anderson
THAT the bicycle light portion of the program be forwarded to the Parks and Recreation Department for review as a potential recipient of funds from the food and wine festival.
CARRIED

   • Josie Osborne went through the presentation, which is attached and forms part of this minutes.
   • Josie Osborne, Board Chair of Tourism Tofino introduced herself and Kirsten Soder, General Manager of Tourism Tofino.
   • Ms. Osborne and Ms. Soder provided an overview of Tourism Tofino’s activities in 2011 and a view forward to 2012.
   • Ms. Osborne leaves with Council one question for the evening: How would Council prefer to communicate with Tourism Tofino? Mayor Schmunk attends all of Tourism Tofino’s meetings and Ms. Soder has frequent conversations with the CAO. Ms. Osborne asked how often Council wishes to receive an update from Tourism Tofino as they are happy to oblige.
   • The purpose of Tourism Tofino is to promote Tofino as a destination through media, marketing, advertising, events, festivals and other programs.
   • Tourism Tofino is supported by the 2% additional room tax charged by larger hotels, motels and lodges in the area.
   • Financial Accomplishments:
     o In 2011, Tourism Tofino brought its budgeting and expenditures in line with the size of the organization. Ms. Osborne thanked Ms. Soder for her help on this in 2011.
     o Tourism Tofino has a deficit due to the accumulation of the room tax funds before Tourism Tofino was active in spending the funds.
     o Ms. Soder has helped balance the budget by bringing wages in line with the size of the organization to help achieve a rebate on sales tax expenses in past years as well as control costs through improving efficiencies in the Visitor’s Information Centres.
     o With an agreement between Tourism Tofino, the District and the Chamber of Commerce, Tourism Tofino operates the Visitor’s Information Centres.
     o There were two Visitor’s Information Centres: One located at Cox Bay and one located at Downtown Tofino. Most recently, the Visitor’s Information Centre located Downtown
closed down and there is now only the Cox Bay location.

- Since consolidating the Visitor's services and closing down the Downtown Visitor's Centre, there has been a 34% increase in visitation at the Cox Bay Visitor's Centre.
- Cox Bay employs a full time staff person and seven seasonal full time employees.
- This is a media based awareness generation so we have an ad equivalency, which means the retail value of purchasing space in a publication or online that is taken up by editorial that reporters or other writers have provided for free.
- Tourism Tofino’s Ad equivalency is about $926,000. Actual monies spent on advertising Tofino is $173,000. This is a very good ratio.
- Tourism Tofino is constantly increasing their website traffic and Facebook referral rates as social media is a large part of how our current world functions.
- Festival support - In 2011, Tourism Tofino supported eight festivals and provided the following:
  - Media outreach.
  - Itinerary planning.
  - Festival specific media hosting.
  - Bring reporters, writers, journalists and help transport them to different events and they report on the how wonderful Tofino is and how much fun they had.
  - Help fund the festivals by writing them a cheque.
- In 2012, Tourism Tofino will work closer together with the festivals and use their in-house expertise where their personnel help with the marketing and advertising. Festivals are often run by well intentioned volunteers that may not have the experience that Tourism Tofino personnel have. This facilitates more efficient and effective use of the funds provided to the festivals.
- The experience Tourism Tofino had with this model so far has proven success with the Oyster Festival late last year, Whale Festival this year and Feast coming up.

Kirsten Soder discussed Tourism Tofino’s Financial Statements:

- Unaudited Financial Statements 2010. Information in the statements that are relevant to Tourism Tofino is highlighted in red.
- The Statement of Operations shows that there is a deficiency of revenues over expenses. What the District reported as funds provided to Tourism Tofino and what Tourism Tofino had reported as received did not balance. There is a past correction from prior period adjustment as in 2010, 13 months of AHRT was reported and only 11 was reported in 2011 causing a discrepancy last year. This discrepancy was corrected with a prior period adjustment.
- Tourism Tofino spent about $200,000 in advertising in 2011 and had about $1,000,000 in Ad Equivalency.
- The print and television budget for 2012 is significantly lower than 2011.
- Net assets were restated based on prior period adjustments.
- When there were deficits in prior years, monies that were set aside on a Capital Asset Fund was spent. At the end of 2011, it was decided that Tourism Tofino will replenish the monies spend on the Capital Asset Fund and are now on a payment plan to themselves to repay $220,000, which is the amount that was supposed to be in that fund in 2010. This is the amount that should be in that fund and this will be the case in 2015.
- If there are any changes in cash flow to allow further contribution to this fund between 2% to 5% a year, this fund will be replenished at a higher rate.
- Originally, this was deemed the Building Fund but under the circumstances, it will remain the Capital Asset Fund and see what capital project comes.
When the 2011 Financial Statements are received back from the Accounting Firm and signed off by the board members, Council will receive a copy.

Question from Councillor Baert: The Building Fund was created before Tourism Tofino was created so doesn’t this money actually belong to the Chamber of Commerce?

Gord Johns, Executive Director of Tofino-Long Chamber of Commerce stated that the Building Fund was collected with Tourism Tofino Fund in the last few years.

Councillor Baert commented and stated that she was concerned because there were plans for a feasibility study of what should be in a Civic Centre. From the beginning the Chamber started the Building Fund and there would be monies for visitor services and is part of that structure.

Josie Osborne presented and discussed statistics to show Tofino relative to other communities in British Columbia:

- The statistics are from Visitor’s Centres covering 2005-2011.
- The data is collected by all the Visitor’s Centres in British Columbia.
- The data does not take into account the hours of operation changes from year to year in a Visitor’s Centre.
- This data is not a substitute for occupancy but does provide some interesting information.
- Visitor’s Centres’ visitation in Vancouver Island has dropped steadily over the last seven years. Cox Bay Visitor’s Centre attendance has been steady over the seven years with a dip in 2010. This could be due to the opening of the Downtown Visitor’s Centre that drew some of the visitor’s away from the Cox Bay one.
- The Pacific Rim Visitor’s Center had a fluctuation and has seen a 30% drop in the last few years.
- The goal of Tourism Tofino is to bring more visitors to Tofino during the shoulder months.
- With room revenue, Tofino is more stable than other communities. There is a slow and steady increase to a peak in 2007 and a very small loss every year. During budget planning for 2012, Tourism Tofino is taking into account this small decline. In 2011, the forecast was for a 2% increase in revenue but saw a 4% decrease. For 2012, Tourism Tofino is being conservative and did a 7% decrease forecast to avoid over spending.

Kirsten Soder discussed:

- The staffing structure was revisited with the turnover in the organization and the departure of the Executive Director in May of 2011 and the departure of the Visitor Centre Manager during the peak summer season of 2011.
- These new positions have changed into a General Manager position as well as a Special Projects and Visitor Centre Coordinator and most recently, a Media and Marketing Coordinator.
- In September 2011, Tourism Tofino along with Tourism Vancouver Island and five other Island communities, committed to subscribe to a digital asset management system. This will bring efficiencies to Tourism Tofino’s media and travel trade. This is one central data base where media worldwide will have access to video, still images and editorial about the community.
- Tourism Tofino is in the process of doing a website refresh and moving away from a corporate block letter logo and move towards something more scripted. Part of this will influence Tourism Tofino’s social media.
- Tourism Tofino is focused on commitment to communication via several initiatives.
including Campaign monitor, new partner page on the website and some ongoing cooperative advertising opportunities.

- There will be a new visitor service downtown that is on its way from California, in partnership with Tofino Bus. A 67 VW vintage van will serve as our mobile event unit and visitor information centre for downtown this summer.
- Tourism Tofino is hoping that it can be housed at the District Parking, which would offload some of the burden on the staff at the District Office.
- A lot of the messaging was a result of a hosted message development seminar conducted that was conducted with Tourism Tofino staff, board members and some invited guests and stakeholders on January 25, 2012. This message platform and subsequent versions of it will be used as the basis for all of the marketing content and materials that include the website, the brochures, signage, stakeholder communiqués, social media programs, press releases and some of the visitor centre’s training materials.
- Different sectors identify these targets differently depending on geography and demographics about who we want to visit and why they are here. Tourism Tofino has some creative and new programs that will explore this.
- Some of the messages that Tourism Tofino is going to use in their seasonal campaigns is that people come to get away from their everyday lives, be themselves and feed or reinvent some aspect of themselves.
- Tourism Tofino plan to use the highlights of the things that people can do when they are here such as seeing the beaches, getting out in the water, being part of the local food scene, participating in the events and storm watching.

2012 Budget: This was circulated to Council.

- The mandate is to spend the majority of expenses in marketing.
- 13% aside in special projects and capital to support the ambassador program and liaison.
- 25% in administration, which includes wages, credit card fees and hostage.
- 61% for a total of $440,000 for marketing in 2012 will be broken down as follows:
  - 22% production and marketing
  - 9% refresh of the website
  - 8% media and public relations program
  - 22% visitor services

Question from Councillor Thorogood: When do you expect the audited financial statements to be done?
- It was done and sent but was short postage and returned. They were sent again today. Nothing has changed on those signed documents versus what was presented today.

Question from Councillor Thicke: Councillor Thicke Appreciates Tofino Tourism’s hard work and communication. There appears to be two gaps. One is the Cultural Tourism gap in the messaging. The second gap is long range planning, which is important to Council and does not appear in this presentation.
- Cultural Tourism was glazed over as this is an abridged version but it is very much in there. It is part of an underlined theme and is part of the arts and festival promotion.
- Long range planning is defiantly a priority of the board to undertake some more long range master planning. This is something that we think can be done in-house between the board, Tourism Tofino, the District of Tofino Mayor and Council perhaps during the fall after the season is over to get started on that. Rather than bringing in a consultant to lead us and create a document, we would like to have dedicated conversations with Council as a start about long range planning.
Comment from Councillor Baert: This is good way to go but there may be more stable way. When Tourism Tofino separated out from the Chamber and the way that it did with a very specific role, it has left a gap with planning and policies around Tourism.
  o We really look forward to this fall when we can start.

Question from Mayor Schmunk: Any breaking news to inform us such as a launch date for the website?
  o June 10, 2012 is the anticipated launch date.
  o The bus will be here on April 30, 2012 and in operation on May 15, 2012.

Mayor Schmunk thanked Tourism Tofino for their work. The AGM commended them on the presentation and in his view, have engaged the stake holders and is currently a different scenario than a year ago.

H) CORRESPONDENCE FOR INFORMATION ONLY

1. Letter from the Mayor of the District of Wells to the Premier of British Columbia regarding Business Taxation and Local Government Revenue Sources.

2. Letter from the Mayor of the City of Campbell River to the Premier of British Columbia regarding Business Taxation and Local Government Revenue Sources.

3. Letter from the Mayor of the District of Houston to the Premier of British Columbia regarding Business Taxation and Local Government Revenue Sources.

4. Email from Chris Trumpy, Chair of BC Transit Independent Review providing information on the review panel and advising that over the next week, they will be contacting local governments with the planned consultation process.

5. Email from Peter Boulton providing an update on Smart Meters with an attached newsletter from the Coalition to Stop Smart Meters and a letter to Dr. Kendall.

6. UBCM In The House Release providing Legislative Update.

7. Email from John Craverio providing an update on the UBCM Packaging and Printed Paper Working Group.

8. UBCM Member Release notifying Council that they are now accepting applications for the Community Wildfire Protections Plans, Fuel Management Prescriptions, Fuel Management Demonstration Projects and Operational Fuel Treatments. The next application review deadlines will be April 27, 2012 and October 5, 2012.

9. Letter from the Mayor of Oak Bay to Premier Clark regarding the expert panel review of business taxation.
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Resolution # 240/12 Moved by Mayor Schmunk/Councillor Thorogood that
THAT Council receive the above correspondence for information. CARRIED

I) CORRESPONDENCE: REQUIRING ACTION

1. Letter from Clinton Shane Ekdahl requesting that Council proclaim May 29, 2012 as the third annual “Day of the Honey Bee;” and (if bylaw allows) that this proclamation be issued in perpetuity.

Resolution # 241/12 Moved by Councillors Baert/Cameron
THAT Council declare May 29 be the day of the honey bee. CARRIED

2. Letter from Diego Marchese and Scott McDonald of the Heart and Stroke Foundation encouraging Council to strengthen the District of Tofino Smoking Regulation Bylaw by making other outdoor public places not covered in the bylaw smoke-free.

Resolution # 242/12 Moved by Mayor Schmunk/Councillor McMaster
THAT Council receive the letter from Diego Marchese and Scott McDonald of the Heart and Stroke Foundation for information. CARRIED


Resolution # 243/12 Moved by Councillors Cameron/McMaster
THAT Council proclaim May 20, 2012 to May 26, 2012 as Public Works week in Tofino. CARRIED

4. Letter from Russell Dyson of Alberni-Clayoquot Regional District requesting that Council endorse the request to provide Fire Protection to the Long Beach Airport subject to the approval of the conditions within a written agreement.

Resolution # 244/12 Moved by Councillors Baert/McMaster
THAT Council refer to staff to report back to Council with the implications of the request to provide Fire Protection to the Long Beach Airport subject to the approval of the conditions within the written agreement. CARRIED

5. Letter from Gil Sadler requesting that Council considers his two proposals:
   • Open Gibson road from Campbell and First Street
   • Clean up the unsightly blow down located seven km out of town

Resolution # 245/12 Moved by Mayor Schmunk/Councillor Cameron
THAT Council instruct staff to refer Mr. Sadler to contact the appropriate Agency that was resourced to clean up the unsightly blow down located seven km out of town. CARRIED

Resolution # 246/12 Moved by Councillors Baert/Thicke
THAT Council direct staff to look at a proposal of opening Gibson Street with innovations around safety and multiple use for submission under the Gas Tax Fund and Innovations Fund and refer the matter to budget.

Resolution # 247/12 Moved by Cameron/Thorogood
THAT Council direct staff to respond to Mr. Sadler’s letter.

6. Letter from Adrienne Mason and Margaret Horsfield requesting that the current collection of photographs, known as the Captain Cook Collection, now held at the district office be properly curated.

Resolution # 248/12 Moved by Councillors Baert/Cameron
THAT Council receive the letter from Adrienne Mason and Margaret Horsfield for information as much of the scanning work has been completed.

Resolution # 249/12 Moved by Mayor Schmunk/Councillor McMaster
THAT Council take a three minute recess.

Meeting recessed at 7:57pm and reconvened at 8:00pm.

J) REPORTS

1. Staff Reports

   a) MUP Budget.

   Resolution # 250/12 Moved by Councillors Thorogood/Anderson
   THAT Council review and approve the updated budget amendments for the MUP Phase 2 project;
   AND THAT Council approves Change Work Order #5 in the amount of $23,839.84 for extra fill;
   AND THAT Council approves an additional $10,000 for legal and engineering projects;
   AND THAT approve up to an additional $7,000 for an extra wall contingency fund;
   AND THAT the additional budget expenditure is funded from the RMI budget.

   b) Road Condition Helleson Drive and MacKenzie Beach Road.

   Resolution # 251/12 Moved by Councillors Cameron/Thorogood
   That Council direct staff to look into multiple prong approach regarding upgrades to Helleson Drive and MacKenzie Beach using RMI Funding, Gas Tax and/or local improvement tax.

   c) Downtown Vitalization Implementation Committee Terms of Reference.

   Resolution # 252/12 Moved by Councillors McMaster/Cameron
   THAT Council approve the Downtown Vitalization Implementation & Monitoring Committee Terms of Reference as presented excluding the 4th and Campbell project.
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Resolution # 253/12 Mayor Schmunk/Councillor Cameron
THAT Council appoint Councillor McMaster as the Council Representative with alternate as Councillor Anderson for the Downtown Vitalization Implementation & Monitoring Committee.

CARRIED

d) Tofino Housing Corporation Annual General Meeting.

Resolution # 254/12 Moved by Councillors Thorogood/Cameron
THAT Council approves the dissolution of the Tofino Housing Corporation;
AND THAT Council approves that all funds be transferred to a restricted reserve and be used for expenses related to affordable housing.

DEFEATED

Resolution # 255/12 Moved by Councillors Baert/McMaster
THAT Council proceed with the AGM and invite the community and interested parties to attend and state their interest and continuation of the Tofino Housing Corporation.

CARRIED

2. Committee Reports

a) Minutes of the Committee of the Whole meeting held March 27, 2012.

Resolution CW 038-12 Moved by Councillor Baert / Cameron
THAT the Committee of the Whole recommend to Council to support the desire of the Multiplex Society to move forward with a referendum on the operating costs of the multiplex.

Resolution CW 039-12 Moved by Councillors Baert / McMaster
THAT the Committee of the Whole recommend to Council to propose that we grant all the Community Grant applicants a $1,000 or up to a $1,000 if they have applied for less and refer discussion for those applying for more than $1,000 to deal with separately.

Resolution CW 040-12 Moved by Councillors Cameron / Baert
THAT the Committee of the Whole recommend to Council to direct staff to allocate the remaining funds evenly to be distributed to the last seven applicants.

Resolution CW 041-12 Moved by Councillors Baert / Cameron
THAT the Committee of the Whole recommend to Council that if an applicant for a 2012 Community Grant has already received a $1,000 they are considered as having received their $1,000 grant allotment for 2012.

Resolution CW 042-12 Moved by Councillors Baert / Cameron
THAT the Committee of the Whole recommend to Council to remove the Carving Festival portion of the PRAS festival application until we receive further information on the state of that festival in terms of Tofino's interest.

Resolution CW 043-12 Moved by Councillors Baert / Thicke
THAT the Committee of the Whole recommend to Council to invite PRAS to come as a
delegation to Council and talk about their programs and receive feedback and also clarify the status of the Carving Festival.

Resolution CW 046-12 Moved by Councillors Baert / Anderson
THAT the Committee of the Whole recommend to Council to support up to $2,000 per applicant in the following breakdown:
• Tofino Public Market Society for $2,000
• Pacific Rim Art Society for $2,000 for Art Splash and $2,000 for Summer Music and $500 for Musula
• Janine Wood for the performance application for $2,000
• Film Festival Society for $2,000 each for each application/category
• Westcoast Winter Music Society for $2,000
• Underdog Art Festival for $1,000 subject to the applicant receiving endorsement from a recognized society
• Aeriosa Dance Society for $2,000

Resolution CW 047-12 Moved by Councillors Baert / Thicke
THAT the Committee of the Whole recommend to Council to that remaining balance be left in budget for consideration of late submissions.

Resolution CW 048-12 Moved by Councillors McMaster / Anderson
THAT the Committee of the Whole recommend to Council to review and approve the District of Tofino Water Capital Plan.

Resolution CW 051-12 Moved by Councillors Baert / McMaster
THAT the Committee of the Whole recommend to Council to request that staff meet with Council for the purpose of giving an overview of the existing zoning bylaws, processes, procedures and legal implications.

Resolution CW 052-12 Moved by Councillors / McMaster
THAT the Committee of the Whole recommend to Council to put the comprehensive review into budget discussion.

Resolution # 256/12 Moved by Councillors Cameron/Anderson
That Council accept all Committee of the Whole recommendations. CARRIED

3. Council Verbal Updates

Councillor Anderson:
• Councillor Anderson attended the Vancouver Regional Library Board meeting last Saturday.
• This is the first meeting that Councillor Anderson attended on the Library Board.
• The biggest news was that it was decided that Cumberland would get a new library. Other than that, it was regular business.
• The Board consists of about 40 members.
• The meeting was done in three hours.
• Councillor Anderson will be providing Council with statistical data that was provided regarding the Tofino Branch.
• Tofino is number 18 on the list of priorities of the library that needs upgrades or more square
footage.
- We are currently underserviced by about 1000 sq feet
- Next meeting is in June.

Councillor Baert:
- Arts, Culture and Heritage Committee
  - Councillor Baert will be emailing the link regarding the cultural scan called Picturing Tofino
  - There is a public survey that was set up on Survey Monkey. Councillor Baert will forward the web address for the survey to Council
  - [https://www.surveymonkey.com/s/PicturingTofino](https://www.surveymonkey.com/s/PicturingTofino)
  - Survey covers inventories of art and heritage industries to the arts and heritage organizations and venues
  - Personal interviews will be conducted with people that have been identified as ‘culture makers’ and ‘culture experts’.
  - There will be a community consultation meeting in May that will report the findings of the survey.
  - Appointments were made for the Downtown Vitalization with a view to the RMI project identification of the civic centre as part of Downtown Vitalization.

Councillor Thicke:
- Lighthouse Trail Committee is having a workbee on April 15, 2012 from 1PM to 4PM. The meeting will be at the community hall and everyone is invited all to attend. There is a lot of work to be done and rather than burdening the Public Works staff, The Lighthouse Trail Committee has taken the initiative to set this up. It will hopefully be done on an annual basis. Following the meeting is a Sunday supper potluck at 5PM.

Mayor Schmunk:
- Mayor Schmunk attended two meetings since the last update.
- The Small Business Roundtable meeting was hosted by Kevin Krueger in Tofino.
- John Winter, President of the BC Chamber of Commerce along with Kevin Krueger enquired about the leading issues.
- The issue that Mayor Schmunk brought up was the ferry cost and ferry access.
  - Mayor Schmunk was on the ferry over the last three months where he observed that the ferry was almost empty.
  - Mayor Schmunk voiced his concern that the rates has reached a tipping point where ridership has dropped off.
  - Revenue is negative due to increased rates.
  - It was 8AM when Mayor brought up this concern and at 10AM, the Ferries announced their next round of rate increase.
  - Mayor Schmunk mentioned to Mr, Krueger that he used to be in the travel business and the ferries is the only travel business he knows of in the world that does not manage their rates to make sure that there is ridership or occupancy.
  - During a recent meeting with Mayor Schmunk, MLA Scott Fraser and CAO, Mayor Schmunk expressed his ferry rates concern again.
  - It has reached the tipping point where the rates have been increased and people are no longer taking the ferry. A few weeks later, the fee increased. Message has been sent as it is one of the key things that affect the economy of our town

Resolution # 257/12 Moved by Mayor Schmunk/Councillor Cameron
THAT a letter be drafted to the Ministry responsible to have them market their archaic pricing strategy that does not impact our economy;
AND THAT all Council members physically sign this letter.  

CARRIED

K) NEW BUSINESS


Resolution # 258/12 Moved by Mayor Schmunk/Councillor Cameron
THAT Council approve the Audited Financial Statements.  

CARRIED

Resolution # 259/12 Moved by Mayor Schmunk/Councillor McMaster
THAT Council send a letter to CAO and Finance staff for recognition of their work and diligence in achieving a smooth audit.  

CARRIED

2. Wolf in Town.

Resolution # 260/12 Moved by McMaster/Cameron
THAT Council invite the conservation officer and the Parks Canada equivalent to attend the earliest COW meeting and discuss the wolf problems in the town.  

CARRIED

3. Chamber of Commerce request use of Council Chambers on April 26, 2012

Resolution # 261/12 Moved by Councillors Cameron/Anderson
THAT Council approve the Chamber of Commerce’s request to use the Council Chambers on April 26, 2012.  

CARRIED

5. Procedure on grant allotments

Resolution # 262/12 Moved by Councillors Thorogood/McMaster
THAT Council instruct COW to review the grant applications and policy.  

CARRIED

L) 15 MINUTE QUESTION PERIOD

None

M) ADDITIONS TO OR DELETIONS FROM THE IN CAMERA AGENDA

None

N) ADOPTION OF IN CAMERA AGENDA

1. Adopt the minutes from the in-camera meetings held March 27, 2012.
2. Section 90(1)(g) Legal Issues Update.
MINUTES OF A REGULAR MEETING OF THE DISTRICT OF TOFINO
COUNCIL HELD IN THE COUNCIL CHAMBERS
Tuesday, 2012-April-10 AT 6:00 PM

3. Section 90(1)(c) Labour.

Resolution # 263/12 Moved by Councillors Baert/McMaster
THAT Council adopt the agenda as circulated;
AND THAT the meeting be closed to the public pursuant to Sections 90(1)(c), (g) and (j) of the Community Charter. CARRIED

Recess 9:04:

O) RECESS
(record the times of when the recess began and when Council reconvened)

Meeting went in-camera at 9:10pm.

P) RECONVENE FROM IN CAMERA MEETING

Meeting reconvened at 10:48pm.

Q) RELEASE OF CLOSED MEETING INFORMATION

1. Following the March 27, 2012 in-camera meeting, Council resolved to release resolution # IC-040/12 to the public after notification to the applicant:

   Resolution IC-040/12 Moved by Councillors McMaster / Baert
   As staff is determined that the three bidders are equally competent to complete the tasks specified in the RFP, Council recommends that the lowest bid by McElhanney Consulting Services Ltd. be the winning bid at $36,350 plus HST. CARRIED

R) ADJOURNMENT

Resolution # 264/12 Moved by Councillors Baert/McMaster
THAT the meeting be adjourned at 10:49 pm. CARRIED

CERTIFIED CORRECT:

Mayor Schmunk Braden Smith, CAO

Minutes of the Regular Open Council Meeting held April 10, 2012 for adoption.
Municipality of Tofino
Tofino, B.C. YOR 220

Dear Village Council,

The Westcoast Women's Resource Centre approached Council in February of this year, when we first formed (please find enclosed, in Section 1, copies of introductory letter and statement of goals and purposes). We, the Tofino branch of the group, are now approaching Village Council requesting support, either financial or by providing a space, for the establishment of a drop-in centre to serve the specific needs of the Tofino community.

As you're aware, at present there are no "women's programs" here. There is no crisis intervention, no access to legal information, no court advocacy, and no method to disseminate information to women. At present, the closest women's programs are in Port Alberni, a two-hour drive from Tofino. The need for these kinds of services is outstanding. We wish to establish a drop-in centre, modeled after the centre in Port Alberni (please see description in Section 1), to address this need.

We have already taken many steps towards the establishment of the centre. We have solicited the support of the municipality, Indian Bands, and several agencies in Tofino and the surrounding areas. Please see the letters of support in Section 2, which repeatedly express the need for women's services of this kind in our area.

We have also applied for and received a Community Initiatives Program grant from the government (please see Section 3). This grant provides us with $9,000 to conduct a needs assessment survey during the next few months, to be followed by up to $20,000 for the planning and actualization of a project, such as a transition house for battered women, responding to the results of the needs assessment. This initial funding will be used to employ a local person to conduct the needs assessment and to obtain the necessary supplies for her to do so.

In addition, we have applied for a grant from the British Columbia Law Foundation which will potentially provide up to $24,000 (to be shared among the westcoast communities) to address the
demand for legal resources for women in the area. We have enclosed a copy of the grant application in Section 4.

Other initiatives to date include: two crisis intervention workshops, one workshop on setting up a crisis line, extensive networking to women in all westcoast communities, networking with the R.C.M.P., Drug and Alcohol Counselling Services, Home Support Program, Health Outreach for Parents and Infants, Community Health Nurses, physicians, local governments and the Port Alberni Women’s Resource Centre. Focus groups have been held in four of the communities, where women expressed which women’s programs they felt were most needed in our communities. A letter is presently being drafted to solicit donations from local businesses.

Thus, we have begun to gather resources to address the needs of the Tofino community. However, we now require a space from which to coordinate these efforts, and in which to establish a drop-in centre allowing us to make ourselves and our resources immediately accessible to the women of Tofino. From this space, we will conduct workshops, provide information and referral services, and work towards fulfilling the other goals stated in the letter in Section 1.

We have located a temporary space, in Ken Gibson’s building, which rents for $300 a month. We request from council either the funding to pay for this rent for one year (which would total $3,600) or to provide us with an alternative space. We would also like to request an additional $400 to help us acquire necessary office supplies and to set up the space. The space in Gibson’s building is a good beginning, but it is ultimately too small to fulfill our needs, so we will continue to look for a larger space, should Council be unable to provide a location.

We believe, and are strongly supported by all information we have received, that we will be providing services that are essential to our community. We hope Council will support us in this endeavor. Please address any questions you may have to any of the contact people listed below.

Thank you for your consideration.

Sincerely,

Ann MacLeod (725-2150)
Peggy Bauman (725-2090)
Leslie Bader (725-2021)
Joanna Gislason (725-3175)
Kara Shaw (725-3480)
Contact People, Tofino Branch
Westcoast Women’s Resource Centre
Women's group receives grant for west coast transition house

The West Coast Women's Resources Society has received a start-up grant of $60,000 to open a five-bed transition house for the west coast area.

"We want to provide better service on the west coast," said Gary Winchester, the Ministry of Social Services and Housing.

The women's society formed in January of this year. Chairperson Vaida Siga said, but has been an active group for over a year.

The transition house will be in either Tofino or Ucluelet. Two buildings are currently being looked at, one in each community.

The $60,000 will provide start-up funds and the transition house will work on yearly contracts for operating costs.

Alice Hunter is the administrative worker for the transition house. For some time it has been recognized, she said, that people were coming from the west coast to Port Alberni when they needed assistance.

The logistics of things such as transportation, time, moral support, are too great for that to be workable, Ms. Siga said, and there were no services for families in crisis in their area.

The west coast will soon have a transition house to serve families in crisis. The West Coast Women's Resources Society has received a start-up grant for the project. The presentation was recently made with (left to right) Joy Hanlin, district supervisor for the Ministry of Social Services and Housing (MSSH), Gary Winchester, area manager for MSSH, Vaida Siga, chairperson for the Resources Society and Alice Hunter, administrative worker for the transition house.
Mayor & Council Presentation
Tofino RCMP
Tuesday, April 10, 2012

GREETING

DETACHMENT OVERVIEW

Geographic Boundaries: Provincial Policing Agency responsible for Long Beach, Esowista, Tofino, Opitsaht, Ahousaht & Hot Springs Cove and neighbouring rural areas

Personnel Allotments: Tofino: 1 Sgt, 1 Cpl, 4 Csts, 2 full time Public Servant Clerks, 1 part time Public Servant Clerk & 1 part time Victim Services worker.

Ahousaht: four 1st Nations Policing police officers to address Ahoushat and Hot Spring policing needs

Personnel Challenges: Tofino: No Sgt since June, 2011. Sgt. Jim Anderson (formerly Cpl Jim Anderson who was posted in Tofino as recently as the Summer/Spring of 2010) will be relocating to Tofino in mid April, 2012, to assume the NCO i/c duties

Ahousaht: Was short one Cst throughout the summer of 2011, 2 Csts Sept - Dec, and 1 since December.

Operational Challenges: The reduction in the number of police officers creates challenges in keeping minimum staffing levels. Minimum police officers in a community must be 2.

STATISTICS

2011/2012 Statistics: Appendix 1

SUMMARY
1. Tofino has a relative low serious crime rate. Serious investigations are for the most part associated to 1st Nation Communities.
2. High work volumes are incurred from May - October.
3. RCMP resources being focused on Bylaws
Mayor & Council Presentation
Tofino RCMP
Tuesday, April 10, 2012

2011/2012 File Volumes: Appendix 2
May to October is the busy season. Peaked in August.

POLICING PRIORITIES
See Appendix 3

FUNDING REQUESTS

1. Summer Time Extra Policing See Appendix 4
   Sought $10,000.00
   - past years $10K received from the District of Tofino
   - Provincial balance in favour of the District of Tofino: $4,328.79
   - Don’t pay until billed by the Province
   - As per the Provincial Policing Service Agreement the District of Tofino will only pay 70% which makes your $10K equivalent to $14,286.00

2. Media Strategy See Appendix 5
   Sought: $1,749.60
   - to address the on going need to advise residents and visitors as to the local policing priorities, ie. No open liquor, no fires on beaches after 11 pm (never on Cox and Toquin Beaches)
   - Book Markers: To be provided to visitors at accommodation sites and Tourist offices.

3. Bicycle Patrol See Appendix 6
   Sought: $1,700.00
   - Highly effective means to patrol throughout the District, including parks and beaches.
   - Facilitates RCMP - community interaction
### TOFINO RCMP
STATISTICS April 1, 2011 to March 29, 2012

District of Tofino, BC

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### MAJOR FILES

- May 15, 2011: Murder of Raymond Samuel (Ahousaht)
- Sept 4, 2011: Death of Pedestrian Robert MacInnes

### SUMMARY

1. Tofino has a relative low serious crime rate. Serious investigations are for the most part associated to 1st Nation Communities.
2. High work volumes are incurred from May - October.
3. RCMP resources being focused on Bylaws
RCMP Policing Priorities

2011/2012 BC RCMP E Div Policing Priorities:

Organized Crime, Gangs and Gun Violence
Community Policing
First Nations Policing
Diverse Communities
Family Violence
Road Safety
Crime Reduction

2011/2012 Tofino RCMP Policing Priorities as established following a Town Hall Meeting and consultation with Mayor and Council

1. Open Liquor
2. Beach Fires after 11 PM and never on Cox Bay or Tonquin Beach Park

Action Taken:

a. Increased patrols to locations during peak summer months
b. Use of Extra Seasonal Policing Funds

Results: May 1 - Oct 1, 2011

Mackenzie Beach: 12 files 9 Open liquor violation tickets issued
Tonquin Beach: 16 files 8 Open liquor violation tickets issued

Findings: RCMP struggle with the constant need to inform the (visiting) public of the community’s priorities.

Recommendation: Media strategy to inform our residents and visitors
NCO v/c Tofino RCMP
400 Campbell Street
Tofino, BC
V0R 2Z0

Mayor and Council
121 - 3rd Street
Tofino, BC
V0R 2Z0

2012-02-28

Dear Mr. Mayor and Council

Tofino RCMP Summer Policing Priorities and Extra Policing Funding
Tofino, BC: June, July & August, 2012

In consultation with the Tofino RCMP Constables we have identified our desired Summer Policing Goals to be:

1. Safer Roads: indication of impaired and distracted drivers (cell phones, etc.), and
2. Liquor Offences: open liquor in Tofino public spaces, and liquor being transported to Opitsaht and Ahousaht. The latter is a growing concern as excessive or abused liquor in these locations often lead to policing issues. Although we have a great RCMP team in Ahousaht, the Tofino police officers often have to assist in Tofino (ie) at the 1st Street Dock and/or at the hospital with in bound matters from Ahousaht. This takes time away from Tofino RCMP police officers focusing their energies in Tofino.

Last summer our local policing priorities were:

1. Liquor offences in Public places, and
2. Beach fires after 11 PM and on Tonquin Beach and Cox Bay at any hour.

I, along with my co-workers, would welcome the opportunities to discuss the 2012 Tofino RCMP policing priorities with yourself and Council at your convenience.

FUNDING REQUEST

In past years the District of Tofino has provided $10,000.00 for extra policing for summer policing priorities. We would like to inquire whether:

a. similar funds will be allocated this summer, and
b. would Mayor and Council be agreeable to the scope of these funds encompassing the goals as described above: Safer Roads and Liquor Offences including "out bound" liquor?
2011 Funding Up Date

Last year the District of Tofino generously provided the Tofino RCMP with $10,000.00 for extra summer policing. Approximately, half of that was expended. The detachment is actively going through the process to return your unused portion. We are confident the funds will be forwarded, however it is nothing short of a bureaucratic nightmare.

Please feel free to contact myself if further information or clarification is required.

Yours truly,

[Signature]

Andrew Waddell Cpl
P 250-725-3242
APPENDIX 5

Security Classification/Designation

NCO 1/c Tofino RCMP
400 Campbell Street
Tofino, BC
V0R 2Z0

Mayor and Council
District of Tofino
121 - 3rd Street
Tofino, BC
V0R 2Z0

2012-02-28

Dear Mr. Mayor and Council

Tofino RCMP - Summer Policing
Media Strategy
Tofino, BC June, July, and August, 2012

Last year the Tofino RCMP presented Tofino Council a two part Tofino RCMP Summer Policing Media Strategy, however due to some obstacles the strategy was not realized including: Mayor and Council approved funding for radio ads, but this message was not received by the writer.

The two part media strategy is made up of:

Part I: Radio advertisement: daily RCMP sponsorship of an AM and PM Long Beach FM Radio Surf Report. The audio tag would include mention that beach fires are not allowed after 11 PM and at no time on Cox Bay or Tonquin Beach, and Open Liquor is not permitted in all public places including beaches.

Part II: Book marks with a keepsake Tofino picture on front and on reverse the same message as described in Part I. These would be provided to residents and visitors, and provided in bulk to tourism businesses.

The Tofino RCMP believe that providing the above information to the community’s (daily) changing summer population is a key component to violation prevention. RCMP believe communicating this information to our community and visitors will do much to stem violations and reduce calls for service.

FUNDING SOUGHT:

In order to enact the Communication Strategy the Tofino RCMP are seeking the below funds from the District of Tofino:

Part I: Radio Advertisement:

One (1) fifteen (15) second ad in the AM and PM, 7 times per week, for 3 months =

$5.00/ad x 2 times per day x 7 days per week x 3 months + HST = $940.80
Part II: Book Marks
10,000 copies $615.00 + HST = $688.80
Picture purchase: $100.00
Shipping: estimated: $20.00
Total funds sought: $808.80
Total Funding Sought: Part I + Part II = $940.80 + $808.80 = $1,749.60

Tofino RCMP Detachment acknowledges that the funds sought are significant. We believe, however, that the Media Strategy will do much to stem complaints received and improve overall community safety and assist in fostering Tofino's family friendly environment.

Please feel free to contact myself if further information or clarification is required.

Yours truly,

Andrew Waddell Cpl
P 250-725-3242
NCO i/c Tofino RCMP
400 Campbell Street
Tofino, BC
V0R 2Z0

Mayor and Council
District of Tofino
121 - 3rd Street
Tofino, BC
V0R 2Z0

2012-01-23

Dear Mr. Mayor and Council;

Tofino RCMP Bicycle Patrol - Funding Request for 2012 & 2013
District of Tofino, BC January 23, 2012

FUNDING REQUEST

I would like to request that the Tofino RCMP Detachment be provided with $1,700.00 to support their on going Tofino RCMP Bike Patrol Detail for the 2012 / 2013 operational year. The RCMP (BC) provides RCMP police officers with cycle patrol training (5 days), cycle clothing and personal gear. The bicycles and monies for prevention and awareness programs are to be sought from the detachment’s respective communities.

2012/2013 TOFINO RCMP BICYCLE PATROL BUDGET

Helmet Program: 10 helmets @ $35.00 each = $350.00
Light Program: 25 sets @ $30.00 each = $750.00
Silently Sponsored Cyclist Program = $250.00
- bicycle maintenance
RCMP Bicycle Patrol Equipment & = $350.00
  Maintenance
Total $1,700.00*

*Most of these funds will be expended through TUFF City Bicycles, Tofino. TUFF City Bicycles is very supportive of the Tofino RCMP cycling safety initiatives and provides equipment and services at cost or near-cost.

BENEFITS OF RCMP CYCLE PATROLS

Since my posting to Tofino in late August, 2010, I have cyclic patrolled almost every shift weather dependent. Some of the key benefits of cyclic patrolling are:
a. health and fitness: cycle patrolling allows myself the opportunity to take a break from the office (computer) and benefit from cycling exercise, 
b. community interaction: bicycling allows myself the opportunity to interact with residents and visitors frequently and with ease, 
c. opportunity to demonstrate safe cycling: cycling in an RCMP uniform heightens the need for me to cycle lawfully and safely, and 
d. enforcement: cycle patrolling creates a lot of enforcement opportunities as I can access a lot of the out-of-the-way areas quietly, quickly, and with frequency.

SAFE CYCLING AWARENESS INITIATIVES

Since August, 2011, the Tofino RCMP has undertaken these Safe Cycling Initiatives:

1. Provided bicycle helmets: We budgeted to issue twenty (20) new bicycle helmets, but only thirteen (13) cyclist or guardians acted upon the offer. Most of the helmets went to guardians with children less than six (6) years old as these items are not readily stocked in Tofino.

2. Bicycle Lights (Front & Rear) and Bicycle Locks: The Tofino RCMP have installed approximately fifty (50) bicycle lights (front & rear), and five (5) bicycle locks. (Note: the detachment had started this program prior the fatal pedestrian-vehicle collision that occurred on Sept. 4, 2011. This incident resulted in the passing of Robert MACINNES and involved him on the roadway while associated to a nearby bicycle).

Many of these lights were installed on December 15, 2011, with the assistance of the Tofino Fire Department Chief & Deputy Chief, and Marc Vezina of TOF Cycles. Over a two hour pre-announced period recipients attended to the detachment, had their bikes safety checked and tuned by Marc, and then the lights installed by the Fire Department officials. The response to this initiative was very favourable from all involved.

3. (SILENTLY) SPONSORED CYCLIST PROGRAM

The Tofino RCMP has sponsored an undisclosed Tofino resident by providing, and maintaining, that person with a re-built bicycle that has been outfitted with lights, fenders, bell, lock and carry rack. In return for sponsorship the cyclist has agreed to demonstrate safe and lawful cycling (i.e. cycling on the right, & stopping at the four-way stop at Campbell St. & Fourth St.).

It is believed that this person, who is well thought of in Tofino and is an individual who defines the community, will be a visible example of safe cycling and influence others through example.

ENFORCEMENT

Liquor Control Act: Since the commencement of my working in Tofino I have issued seventy-four (74) violation tickets under the Liquor Control and Licensing Act (LCLA) with a set fine of $230.00. Most if not all of these incidents took place concurrent to me cycle patrolling. Attached is a print out of my LCLA charges within Tofino. Fifteen (15) of these took place on the green space before 1st Street Dock, ten (10) at Tonquin Beach Park, seven (7) at Tuff City Skate Park, and five (5) on Mackenzie Beach.

Control Drug & Substances Act: while on cycle patrol the writer has arrested persons for possession (using) marijuana in Tofino parks: once at Tuff City Skate park, four (4) times on the Lights House trail (open liquor involved, too), and once at the green space on Main St., 3rd Street.

Multi Use Path (MUP): I frequently cycle the MUP and have had the opportunity to engage in safe cycling discussion with users. I have also charged those found in possession of open liquor, and in one case a person walking on the other side of Campbell Street while openly smoking marijuana.

Light House Trail (LHT): RCMP Bicycle Patrol has resulted in four (4) persons being found in possession of Marijuana and Open liquor on the LHT. These incidents occurred at two (2) separate
times, but each time at "The Maze". The Director of Parks & Recreation was advised of these investigations subsequent to their occurrence.

TUFF City Skate Park: The bike patrol pays close attention to this park as it is a focal point of the downtown core, and frequents a lot of users especially the young. Often I locate "un owned" liquor, or liquor that is open but no one in its proximity to associate ownership upon as the owners are mostlikely skating about. The liquor is destroyed at the park.

I have arrested one male for possession of marijuana in the skate park. Unfortunately, he was rolling his cigarette in full view of approximately a half dozen youths (under 10 yrs of age). This male was arrested, and because he'd just arrived to town, was compelled by a judicial process to leave town by 6 PM and only return on court dates.

From my works completed at TUFF City Skate Park I have some ideas that may reduce the frequency, or opportunity, for persons to unlawfully possess liquor in the park. I will be forwarding a letter to the Director of Parks & Recreation with my input for her consideration.

THE FUTURE

As long as I am posted in Tofino I will cycle patrol. I have been a RCMP police officer for greater that 25 years and have been cycle patrolling for > 20 years.

I will continue to facilitate training opportunities for cycle patrol interested RCMP police officers.

I have confirmed with the RCMP Island Training Coordinator that the RCMP Bicycle Patrol course, less the firearm portion, is available to District of Tofino employees, ie. Bylaw Officers, without cost. This would be 4 days of excellent training, and would provide an opportunity for the Tofino RCMP and Bylaws Department to work collectively.

In the seventeen (17) months I have been posted in Tofino I have determined that bicycle helmets for youth under five (5) years, and bicycle lights are the most supported bicycle safety initiatives. I am committed to keeping these initiatives viable.

QUESTIONS OR COMMENTS

Please contact myself if additional information is required.

Yours truly,

Andrew Waddell Cpl
Detachment: 250-725-3242

Attachments:
Tourism Tofino Update

April 10, 2012 Tofino Council Meeting
2011 Year in Review - Accomplishments

• FINANCIAL
  • Achieved balanced budget
  • Reduced administrative costs
  • Strengthened forecasting systems and oversight
  • Received highest ever AHRT payment for August 2012: $138,288.32

• MEDIA-BASED AWARENESS GENERATION

• ONLINE AWARENESS GENERATION
2011 Accomplishments (cont’d)

FESTIVAL SUPPORT

• Directly supported 8 festivals
• Provided strategic media outreach, itinerary planning and festival-specific media hosting
• Created new festival support model and database for better reporting and accountability

VISITOR SERVICES

• Consolidated visitor services program in October to complete the year within the budgeted allocation
• 34% increase in Cox Bay visitation by Dec 2011
• Employed 1 FT and 7 FT (seasonal) staff
2011 Financial Statements
### Tofino-Long Beach Chamber of Commerce
#### Statement of Financial Position
**As at December 31, 2011**
*(Unaudited)*

<table>
<thead>
<tr>
<th></th>
<th>Chamber of Commerce</th>
<th>Tourism Tofino</th>
<th>2011</th>
<th>2010</th>
<th>Restated (Note 12)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash - unrestricted</td>
<td>19,628</td>
<td>195,891</td>
<td>215,519</td>
<td>184,151</td>
<td></td>
</tr>
<tr>
<td>Cash - internally restricted <em>(Note 10)</em></td>
<td>-</td>
<td>44,449</td>
<td>44,449</td>
<td>161,841</td>
<td></td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>5,008</td>
<td>44,561</td>
<td>49,567</td>
<td>76,912</td>
<td></td>
</tr>
<tr>
<td>Inventory <em>(Note 4)</em></td>
<td>-</td>
<td>5,120</td>
<td>5,120</td>
<td>3,547</td>
<td></td>
</tr>
<tr>
<td>Prepaid expenses and deposits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>244</td>
<td></td>
</tr>
<tr>
<td></td>
<td>24,634</td>
<td>290,021</td>
<td>314,655</td>
<td>426,695</td>
<td></td>
</tr>
<tr>
<td><strong>Capital assets <em>(Note 5)</em></strong></td>
<td>12,322</td>
<td>15,700</td>
<td>28,022</td>
<td>34,492</td>
<td></td>
</tr>
<tr>
<td></td>
<td>36,956</td>
<td>305,721</td>
<td>342,677</td>
<td>461,187</td>
<td></td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accruals</td>
<td>4,839</td>
<td>25,915</td>
<td>30,754</td>
<td>90,565</td>
<td></td>
</tr>
<tr>
<td>Due (to) from other funds</td>
<td>12,342</td>
<td>(12,342)</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17,181</td>
<td>13,573</td>
<td>30,754</td>
<td>90,565</td>
<td></td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>7,453</td>
<td>231,899</td>
<td>239,452</td>
<td>174,200</td>
<td></td>
</tr>
<tr>
<td>Internally restricted <em>(Note 10)</em></td>
<td>-</td>
<td>44,449</td>
<td>44,449</td>
<td>161,841</td>
<td></td>
</tr>
<tr>
<td>Invested in capital assets</td>
<td>12,322</td>
<td>15,700</td>
<td>28,022</td>
<td>34,491</td>
<td></td>
</tr>
<tr>
<td></td>
<td>19,775</td>
<td>292,148</td>
<td>311,923</td>
<td>370,622</td>
<td></td>
</tr>
<tr>
<td></td>
<td>36,956</td>
<td>305,721</td>
<td>342,677</td>
<td>461,187</td>
<td></td>
</tr>
</tbody>
</table>

---

Approved on behalf of the Board
<table>
<thead>
<tr>
<th></th>
<th>Chamber of Commerce</th>
<th>Tourism Tofino</th>
<th>2011</th>
<th>2010</th>
<th>Restated (Note 12)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal tax revenue - AHRT (Note 7)</td>
<td>-</td>
<td>650,511</td>
<td>650,511</td>
<td>670,243</td>
<td></td>
</tr>
<tr>
<td>Membership fees</td>
<td>87,689</td>
<td>-</td>
<td>87,689</td>
<td>78,391</td>
<td></td>
</tr>
<tr>
<td>District of Tofino</td>
<td></td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td></td>
</tr>
<tr>
<td>Tourism DC</td>
<td>-</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td></td>
</tr>
<tr>
<td>Sponsorship</td>
<td>-</td>
<td>14,760</td>
<td>14,760</td>
<td>6,401</td>
<td></td>
</tr>
<tr>
<td>Retail sales</td>
<td>-</td>
<td>12,873</td>
<td>12,873</td>
<td>15,119</td>
<td></td>
</tr>
<tr>
<td>Chamber of Commerce Visitor Services (Note 3)</td>
<td>-</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>TAVICTO Funds</td>
<td>-</td>
<td>7,813</td>
<td>7,813</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Canada</td>
<td>-</td>
<td>5,600</td>
<td>5,600</td>
<td>6,086</td>
<td></td>
</tr>
<tr>
<td>Partner contributions</td>
<td>4,800</td>
<td>-</td>
<td>4,800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PINPR Park Pass Commissions</td>
<td>-</td>
<td>3,563</td>
<td>3,563</td>
<td>3,358</td>
<td></td>
</tr>
<tr>
<td>Signage</td>
<td>2,600</td>
<td>-</td>
<td>2,600</td>
<td>2,700</td>
<td></td>
</tr>
<tr>
<td>Other income</td>
<td>1,033</td>
<td>1,099</td>
<td>2,132</td>
<td>1,160</td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>-</td>
<td>520</td>
<td>520</td>
<td>1,612</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>131,982</td>
<td>746,739</td>
<td>876,721</td>
<td>845,089</td>
<td></td>
</tr>
</tbody>
</table>

| **Expenses**         |                     |                |       |       |                    |
| Advertising (Schedule 1) | 3,964 | 224,544 | 228,508 | 325,025 |
| Ambassador program sponsorship (Note 3) | 711 | 25,000 | 25,000 | 18,288 |
| Amortization          |                   | 6,251          | 6,962  |        |                    |
| Bank charges and interest | 154 | 3,106 | 3,260 | 3,724  | |
| Contractors           | 5,541              | 84,855         | 90,396 | 157,602 | |
| Donations             | 678                | -              | 678    | 475    |                    |
| Governance            | -                  | -              | -      | 3,795  |                    |
| Insurance             | 600                | 6,440          | 7,049  | 10,632 |                    |
| Licences and memberships | 2,792 | 39,385 | 42,177 | 36,772 | |
| Meetings              | 8,339              | 7,259          | 15,598 | 7,776  |                    |
| Miscellaneous         | -                  | 3,735          | 3,735  |        |                    |
| Office supplies       | (949)              | 12,186         | 11,237 | 12,002 |                    |
| Professional fees     | 4,002              | 16,180         | 22,182 | 17,045 |                    |
| Rent                  | 7,446              | 26,103         | 33,248 | 25,281 |                    |
| Repairs and maintenance | - | 16,416 | 16,416 | 25,351 | |
| Retail COGS and VIC purchases | - | 5,353 | 5,353 | 12,306 | |
| Subscriptions         | -                  | 815            | 815    |        |                    |
| Telephone             | 4,819              | 12,750         | 17,569 | 13,453 |                    |
| Tourism Tofino Visitor services (Note 3) | - | 10,000 | 10,000 | 10,000 | |
| Training and education | - | - | 1,563 | 1,051  | |
| Travel                | 651                | 26,333         | 26,964 | 36,766 |                    |
| Utilities             | 858                | 757            |        |        |                    |
| Wages and benefits    | 88,131             | 258,160        | 346,291 | 280,883 | |
| Website               | 1,422              | 14,339         | 15,721 | 30,298 |                    |
| **Total Expenses**    | 138,000            | 799,420        | 937,420 | 1,029,232 | |

| **Deficiency of revenues over expenses** | (6,018) | (52,681) | (55,699) | (184,163) |

The accompanying notes are an integral part of these financial statements.
### Tofino-Long Beach Chamber of Commerce
#### Schedule 1 - Advertising Expense

*For the year ended December 31, 2011 (Unaudited)*

<table>
<thead>
<tr>
<th>Advertising expense</th>
<th>Commerce</th>
<th>Tourism Tofino</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Festival funding for marketing</td>
<td>-</td>
<td>43,385</td>
<td>43,385</td>
<td>24,039</td>
</tr>
<tr>
<td>Digital display</td>
<td>-</td>
<td>28,638</td>
<td>28,638</td>
<td>43,012</td>
</tr>
<tr>
<td>Print</td>
<td>598</td>
<td>74,989</td>
<td>75,587</td>
<td>136,904</td>
</tr>
<tr>
<td>Television</td>
<td>-</td>
<td>52,458</td>
<td>52,458</td>
<td>17,540</td>
</tr>
<tr>
<td>Radio</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,101</td>
</tr>
<tr>
<td>Online</td>
<td>-</td>
<td>12,117</td>
<td>12,117</td>
<td>43,456</td>
</tr>
<tr>
<td>General</td>
<td>3,366</td>
<td>4,565</td>
<td>7,991</td>
<td>37,172</td>
</tr>
<tr>
<td>Promotions</td>
<td>-</td>
<td>1,337</td>
<td>1,337</td>
<td>8,466</td>
</tr>
<tr>
<td>Tourism conferences</td>
<td>-</td>
<td>3,164</td>
<td>3,164</td>
<td>11,335</td>
</tr>
<tr>
<td>Press release postings</td>
<td>-</td>
<td>3,891</td>
<td>3,891</td>
<td>-</td>
</tr>
</tbody>
</table>

| Total                       | 3,964    | 224,544        | 228,508 | 325,025|

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### Tofino-Long Beach Chamber of Commerce

#### Statement of Changes in Net Assets

*For the year ended December 31, 2011*

(Unaudited)

<table>
<thead>
<tr>
<th></th>
<th>Chamber of Commerce</th>
<th>Tourism Tofino</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Operating fund</td>
<td>Capital fund</td>
<td>subtotal</td>
<td></td>
</tr>
<tr>
<td>Net assets beginning of year, as previously stated</td>
<td>22,761</td>
<td>13,032</td>
<td>35,793</td>
<td>282,866</td>
</tr>
<tr>
<td>Prior period adjustments (note 12)</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(121,336)</td>
</tr>
<tr>
<td>Net assets beginning of year, restated</td>
<td>12,761</td>
<td>13,032</td>
<td>25,793</td>
<td>161,530</td>
</tr>
<tr>
<td>Deficiency of revenues over expenses</td>
<td>(5,308)</td>
<td>(710)</td>
<td>(6,018)</td>
<td>(46,430)</td>
</tr>
<tr>
<td>Transfer to internally restricted from operations(Note 10)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(44,000)</td>
</tr>
<tr>
<td>Transfer to operating from internally restricted(Note 10)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>161,391</td>
</tr>
<tr>
<td>Purchase of capital assets funded by operations</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(493)</td>
</tr>
<tr>
<td>Net assets, end of year</td>
<td>7,453</td>
<td>12,322</td>
<td>19,775</td>
<td>231,999</td>
</tr>
</tbody>
</table>
Cox Bay Visitors Centre Statistics

# visitors (100s)

- 2011
- 7 year average

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
Moving forward: 2011-2012
Transitions & Evolutions

• Staffing changes and team additions
• Digital Asset Management Subscription
• Website Refresh & Brand Evolution
• Social Media Insight & Analytic Benchmarks set
• Seasonal Advertising campaigns and message platforms developed for 2012-2014
• Increased stakeholder engagement; commitment to communication
• Exciting new approach to downtown visitor services....
TT’s new VIC on WHEELS!

This beauty – or a very similar cousin – will be joining the Visitor Services team at parking lots, events, festivals, markets and roadside promotions.
2012 Messaging – The Visitor

January 2012 Message Development Session:

• Geographic Target markets
• Demographic Target Markets
• Motivations...
  • An authentic experience
  • To be themselves
  • To get out of the city to de-stress
  • To feed or reinvent some aspect of themselves
Messaging – Destination: Tofino

Destination Highlights & Activities

• Beaches, beachcombing
• Whale s and wildlife viewing
• Culinary scene
• Festivals & events
• Storm watching

Sander Jain
Marnie Recker
Photography Sander Jain
Four Marketing Campaign Themes

Tourism Tofino will execute 4 seasonal campaigns designed to support the organization’s marketing strategies and maximize awareness of the destination to attract visitors in off-peak months:

1. Spring: Return of the Whales
2. Early Summer: For Food Fans
3. Late Summer: Rebirth of the Surf
4. Winter: Storms & Solitude
Tourism Tofino 2012 Overall Expense Breakdown

- Administration: 25%
- Marketing: 61%
- Special Projects and Capital: 61%
- Contingency: 1%
- Administration: 13%
Marketing Budget Breakdown

Total costs for the 4 seasonal initiatives as outlined (red/pink)~ $440,000

- Administration: 25%
- Production and Advertising: 13%
- Website: 8%
- Media and Public Relations: 22%
- Visitor Services: 22%
- Special Projects and Capital: 9%
- Contingency: 1%
Questions or Comments?

Thank you! Feel free to contact us at anytime:

Admin/Policy/Finance/Marketing: Kirsten Soder – kirsten@tourismtofino.com

Visitor/Member Services: Sarah Timberlake – sarah@tourismtofino.com

Communications, Marketing or Media Inquiries: Tom Guerquin - tom@tourismtofino.com

PR & Media Program: Lynda Kaye – lynda@kayepr.com

Chair of the Board: Josie Osborne – josie.osborne@gmail.com

Minutes of the Regular Open Council Meeting held April 10, 2012 for adoption.

Page 52 of 74
MINUTES OF A SPECIAL MEETING OF THE DISTRICT OF TOFINO
COUNCIL HELD IN THE COUNCIL CHAMBERS
Tuesday, April 17, 2012 at 9:00 A.M.

PRESENT:
Mayor P. Schmunk
Councillors A. Anderson, G. Cameron, D. McMaster, C. Thicke, R. Thorogood, D. Baert
Braden Smith, CAO
Aaron Rodgers, Manager of Community Sustainability
Bob Schantz, Manager of Public Works and Building Inspection
Nyla Attiana, Director of Financial Services
Sally Mole, Director of Parks & Recreation

Mayor P. Schmunk called the meeting to order at 9:08am.

PRESENTATIONS:
- Braden Smith, CAO, provided budget summary.
- Nyla Attiana, Director of Finance, provided background and budget detailed information.

Discussions occurred.

Resolution # 265/12 Moved by Councillors McMaster/Anderson
THAT Council invite Pat Deakin to the next available council meeting to discuss economic development and policy.
CARRIED

Resolution # 266/12 Moved by Councillors Baert/McMaster
THAT Council approve funding in the amount of $2,500 to the Tofino Long Beach Chamber of Commerce for grant writing purposes.
CARRIED

Resolution # 267/12 Moved by Councillors Anderson/Thicke
THAT Council establishes an unrestricted reserve fund for economic development in the amount of $30,000 for the 2012 budget.
CARRIED

Resolution # 268/12 Moved by Councillors Thicke/Cameron
THAT Council direct staff to apply to the Northern Development Initiative Trust Grant Writing Support program.
CARRIED

Resolution # 269/12 Moved by Councillors McMaster/Thicke
THAT Council direct staff to provide a summer bylaw program model to improve bylaw enforcement effectiveness in the amount of $20,000.
CARRIED

Resolution # 270/12 Moved by Mayor Schmunk/Councillor Thicke
THAT Council defer the RCMP funding request until details related to recent RCMP contract negotiations are provided.
CARRIED

Resolution # 271/12 Moved by Councillors Baert/Cameron
THAT Council rescind resolution 416-11.
CARRIED
MINUTES OF A SPECIAL MEETING OF THE DISTRICT OF TOFINO
COUNCIL HELD IN THE COUNCIL CHAMBERS
Tuesday, April 17, 2012 at 9:00 A.M.

Resolution # 272/12 Moved by Councillors Thicke/Baert
THAT Council allocate $10,000 for a qualified person to study the opportunities for university partnerships and financial sponsorship for the District of Tofino Higher Learning Centre. CARRIED

Resolution # 273/12 Moved by Mayor Schmunk/Councillor Thicke
THAT Council take a 30-minute recess for lunch. CARRIED

Meeting recessed at 11:50am and then reconvened at 12:35pm.

Resolution # 274/12 Moved by Councillors McMaster/Cameron
THAT Gibson Street be opened on a temporary basis during construction of Campbell and 4th Street intersection;
AND THAT during that time a traffic/engineering study be conducted with the view to open on a full-time basis;
AND THAT residents and community members be consulted. CARRIED

Resolution # 275/12 Moved by Councillors Baert/Thorogood
THAT Council direct staff to source RMI, reserve funding or other options for road repairs to Helleson Drive and Mackenzie Beach roads. CARRIED

Resolution # 276/12 Moved by Councillors Anderson/McMaster
THAT Council rescind resolution 111/12. CARRIED

Resolution # 277/12 Moved by Councillors Thorogood/Cameron
THAT Council direct staff to examine cost and options of an annual spring clean-up. CARRIED

Resolution # 278/12 Moved by Councillors Baert/Anderson
THAT the $16,000 allocated in the 2012 budget for Bert Demeria Park be funded from Amenity Reserve Fund. CARRIED

Resolution # 279/12 Moved by Councillors Baert/Thorogood
THAT Council request staff to bring forward Community Hall expansion plans to the next COW meeting. CARRIED

Resolution # 280/12 Moved by Councillors Baert/Anderson
THAT Council set aside $15,000 from the operating surplus for CCC future needs. CARRIED

Resolution # 281/12 Moved by Mayor Schmunk/Councillor Anderson
THAT Council invite Treaty negotiators to the May 8, 2012 in camera meeting. CARRIED

Resolution # 282/12 Moved by Councillors Anderson/Cameron
THAT the in camera portion of the May 8, 2012 regular Council meeting be scheduled for 7:00pm. CARRIED
NEXT MEETING:

The next budget meeting is set for Monday, April 23, 2012 at 9:00am in the Council Chambers.

ADJOURNMENT:

The meeting was adjourned at 2:37pm.

CERTIFIED CORRECT:

______________________________  ________________________________
Mayor P. Schmunk                  Braden Smith, CAO
April 2, 2012

Honourable Christy Clark
Premier of British Columbia
P. O. Box 9041, Stn Prov Govt
Victoria, B. C.
V8V 1X4

Dear Premier Clark:

Re: Expert Panel Review of Business Taxation and Local Government Revenue Sources Review

At the Regular Meeting held on April 2, 2012, Council for the City of Grand Forks discussed the matter of the Province’s decision to establish an expert panel to review business taxation and local government revenue sources. To that end, the following resolution was adopted by Council:

“Resolved that a letter be sent to Premier Christy Clark, with copies to the Minister Responsible for Community, Sport and Cultural Development, Local MLA, and UBCM Member Municipalities, which indicates the City of Grand Forks’ objection to the composition of the Expert Panel, and that Council supports the UBCM and the AKBLG on the concern that there are no municipal representatives on the Committee struck to review municipal taxation”.

Our Council would respectfully request that the Expert Panel include local government representation.

Respectfully

Brian Taylor
MAYOR

Cc: Honourable Ida Chong, Minister of Community, Sport and Cultural Development
    J. Slater, MLA Boundary Similkameen
    UBCM Member Municipalities
Our file: 0400-20 Premier
April 11, 2012

The Honourable Christy Clark
Premier of the Province of British Columbia
PO Box 9041, STN Prov Govt
Victoria, BC V8W 9E2

Dear Premier Clark:

Re: Expert Panel Review of Business Taxation

At its Regular Council meeting on April 10, 2012, Port Hardy Municipal Council discussed the Premier’s appointment of a panel to conduct the above review.

As the panel will provide analysis and recommendations on the impact of local government property taxation on businesses, we were surprised to note that there is no representation from local government appointed to the review committee.

After careful deliberation, we are respectfully requesting that consideration be given to allowing those who will be impacted the most by any recommendations, namely local government and the citizens we serve, a seat on the panel.

Yours truly,

Bev Parham
Mayor, District of Port Hardy

cc: Honourable Ida Chong, Ministry of Community, Sport and Cultural Development
    H. Slee / President, UBCM
    UBCM Member Municipalities
April 5, 2012

District of Tofino
Box 9
Tofino, BC V0R 2Z0

Dear Mayor & Council:

RE: Cities Fit for Children Conference – May 10-11, 2012

The Cities Fit for Children Planning Committee are pleased to invite you to register for the 3rd provincial Cities Fit for Children Summit to be held in Kamloops May 10th and 11th, 2012 at Thompson Rivers University Conference Centre.

This provincial summit is dedicated to the sustainable development of our cities - urban and rural areas. The conference will bring together provincial, regional, municipal, and local leaders involved in policy decisions to help design and build healthy and safe communities for children and their families.

Building on the successes of the first two summits (Kelowna 2007, Langley 2009) the key objectives are:

- to emphasize the role of local partnerships, strategies and successes, including business engagement strategies which contribute to liveable and healthy cities for children, youth, and families;
- highlight effective policies and practices that demonstrate visionary municipal, regional, and provincial initiatives that contribute to the health and well-being of the community; and
- provide an opportunity to share, learn and network on how leaders at any level can make a difference, not only for the community but specifically for children and youth.

The conference boasts a variety of themes to find your interests met – business engagement and creative partnerships; healthy built environments and natural play; policy makers and practitioners; and inclusive and diverse communities.

Keynote presentations hosted over the two days include Dr. Paul Kershaw, Lorraine Copas, Bob Peart, and a Mayor’s panel discussion. Dr. Paul Kershaw is one of Canada’s leading thinkers about caregiving and family policy. He will explore how today’s generation of families raising young kids have a bad deal and in turn will propose a practical solution – A New Deal for Families. Lorraine Copas joins us as Executive Director from the Social Planning and Research Council of BC (SPARC BC). Her discussion will focus on the role of the Council and the

Our corporate mission is...

Making Kamloops Shine

7 Victoria Street West | Kamloops BC V2C 1A2

S:\Recreation Share\Folder\Recreation Coordinator\Cities Fit For Children\Working Groups\Registration\Cities Fit for Children city council letter_12Mar26.docx
importance of building inclusive communities. Bob Peart is a registered professional biologist with a Masters in Education. He will share current research and provide background on why it is so crucial for our future to reconnect our children with our natural environment. The Mayor’s Panel discussion will focus on highlighting unique programs, best practices, and how to address gaps/barriers in policy or process to make their cities more family friendly.

From the Planning Committee, we hope you will consider this conference and encourage you to also consider the opportunity for your staff to attend as well.

For ease of registration we have included a one page registration form that can be completed and mailed, faxed, or emailed back. Details are on the form. In addition, you will find a summary Schedule of Events highlighting the sessions you can expect to attend during the two days.

We look forward to receiving your registration and seeing you May 10th and 11th for this important discussion on developing Cities Fit for Children.

Sincerely,

Nicole Beauregard,
2012 Cities Fit for Children Conference Chair
City of Kamloops

More information:

http://www.kamloops.ca/citiesfitforchildren/index.shtml
May 10-11, 2012
Thompson Rivers University

The Summit is dedicated to the sustainable development of our cities by building healthy safe communities. The objective of this summit is to emphasize the role of local partnerships, strategies and successes which contribute to livable and healthy cities for children, youth and families.

Conference Outcomes:
- Roadmaps and action plans for governments, non profits, and the business community to address the needs of children and youth in the planning processes of social and community development.
- Recommendations of programs and policies that can be implemented to make cities fit for children, youth and families.
- Poster presentations that enhance literature base for future research and project work.
- Recommendations on understanding disability and universal design through the Healthy Build Environment.

Conference Themes
- Inclusive and Diverse Communities
- Business Engagement and Creative Partnerships
- Policy Makers and Practitioners
- Healthy Built Environment and Natural Play

The 2012 Cities Fit for Children Provincial Conference is an excellent opportunity for our leaders and decision makers of the region to attend presentations from various speakers across the province, as well to participate in on the conversation of how to build healthy safe communities for our children and youth. This conference will showcase the exemplary policy and practices that make communities more family friendly through accessibility, business practice, natural play, environmental design, and community partnerships.

Please complete the registration information:

| Name: |  |
| Date of Birth: |  |
| Phone: |  |
| Address: |  |
| Email: |  |
| Pre-Conference Tour May 9th, 3:15pm | Yes | No |
| Dietary Concerns/Allergies | Yes |  |
| Do you have any mobility concerns | Yes | No |
| Would you like to mentor a youth? | Yes | No |
| (for details please contact Nicole Beauregard) |  |
| Registration Fees |  |
| $168 Thursday | $168 Friday | $308 Full Conference | (HST Included) |
| Group Registration (5 or more – 25% discount) |  |
| Credit Card: Visa | Master Card | # |
| Cheque |  |

RSVP: Nicole Beauregard, nbeauregard@kamloops.ca, P: (250) 828-3728 F: (250) 828-3619
More Information: www.kamloops.ca/citiesfitforchildren
Cities for Children: Schedule of Events  
(an email will be send to all delegates for Session Selection)

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Location</th>
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<tbody>
<tr>
<td><strong>Wednesday May 9, 2012</strong></td>
<td></td>
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<tr>
<td>3:15pm</td>
<td>Pre-Conference Tour: Places and Spaces Unique to Kamloops</td>
<td>Tournament Capital Centre</td>
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<tr>
<td><strong>Thursday May 10, 2012</strong></td>
<td></td>
<td></td>
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<tr>
<td>8:00am</td>
<td>Registration Opens</td>
<td>Grand Hall</td>
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</table>
| 8:00-9:00am   | **Master of Ceremonies**: Karl de Brujin, Assistant Superintendent- Kamloops/Thompson School District #73  
                 **Continental Breakfast and Entertainment** | Grand Hall   |
| 9:00-11:00am  | **Opening Prayer and Drummers**: Tk'emlups Indian Band  
                 **Welcome Address**: Byron McCorkell, Director - Parks, Recreation and Culture and Dr. Alan Shaver, President - Thompson Rivers University  
                 **Keynote Speaker**: “A Canada That Works for all Generations – New Deal for Canada” Paul Kershaw – UBC, HELP BC | House of Learning |
| 11:15-12:30pm | **Entertainment, Luncheon and Keynote**: SPARC BC, Loraine Copas                  | Grand Hall   |
| 12:30-2:30pm  | **Session A: Mayor's Panel**  
                 City of Williams Lake - Kerry Cook  
                 City of Kamloops - Peter Milobar  
                 City of Nelson - John Dooley  
                 City of Vernon – TBD  
                 City of Penticton – TBD  
                 District of Clearwater – TBD  
                 SunPeaks Mountain Resort Municipality - TBD  
                 **Moderator**: Ken Christian, Councillor - City of Kamloops | Grand Hall   |
| 2:30pm-3pm    | **Poster Presentations**                                                          | Terrace Room |
| 3:40-4:30pm   | **Concurrent Sessions B**:  
                 B1: “Local History, the City, and Children” Will Garrett-Petts and Rob Schoen - TRU/SD#73  
                 B2: “Re-establishing our Connection with Nature in Urban Environments”  
                 John Buchko - Urban Systems  
                 B4: “Inclusive and Diverse Community: Empowering Youth”  
                 Sharon Shepherd | Rooms:  
                 130 Mountain Rm  
                 Grand Hall  
                 209 |
| 4:30-6:30pm   | **Networking - Wine and cheese, Children’s Art Opening and Entertainment**         | CAC- Rotunda  |

RSVP: Nicole Beauregard, nbeauregard@kamloops.ca, P: (250) 828-3728 F: (250) 828-3619  
More Information: www.kamloops.ca/citiesfitforchildren
### Agenda Item #11

**Letter from Nicole Beauregard, 2012 Cities Fit for Children Conference Chair for City of Kamloops inviting Council to register for the 3rd provincial**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>7:00-7:30am</td>
<td>Registration and Information Opens</td>
<td>Grand Hall</td>
</tr>
<tr>
<td>7:30-8:00am</td>
<td>Continental Breakfast</td>
<td>Grand Hall</td>
</tr>
</tbody>
</table>
| 8:15-9:45am   | **Concurrent Sessions C:**  
C1: "Planning a Sustainable Community for Children" City of Kamloops Panel Presentation  
C2: "Multi-Faith Network" David Dalley and Jasbir Rhandawa, Neighbourhood Faiths Program/Early Intervention Physiotherapist  
C3: "Collaborative Approach" Sharon Stevens, Kate Stebbings - Communications Solutions  
C4: "Municipal Strategies to Re-create Children's Play" Bob Yates, Planner | Rooms:  
Mountain Rm  
130  
209  
Grand Hall   |
| 9:45-10:15am  | **Poster Presentations**                                               | Terrace Room |
| 10:30-12:00pm | **Concurrent Sessions D:**  
D1: "Literacy in the Environment" Violet Hughes and Frances Warner - LITE  
D2: "Working Together in Aboriginal Culturally Diverse Communities" Catherine Disbery and Carol Lust - Aboriginal Catch  
D3: "Understanding Disability and Universal Design" Heather McCain - Citizens for Accessible Neighbourhoods  
D4: "Living Wages: Making Cities Truly Livable for Children and Families" Michael McCarthy Flynn - First Call | Rooms:  
130  
209  
Mountain Grand Hall   |
| 12:15-1:45pm  | **Lunch and Keynote Speaker:** Bob Peart - Founding Chair of the Child and Nature Alliance of Canada | Grand Hall   |
| 1:45-2:45pm   | **Concurrent Sessions E:**  
E1: "Municipal Strategies for Early Childhood Development" Steve Meikle - Manager Community Services Saanich and Bob Yates, Planner  
E2: "The Community Accord Journey in the Tri Cities" Susan Foster  
E3: "Seed to Plate" Laura Kalina, Robin Reid, Kendra Besanger - Kamloops Food Policy Council  
E4: "Planning Strategies for Aboriginal Communities" Marcia Dawson and Kim Adamson | Rooms:  
130  
209  
Mountain Rm   |
| 3:00-3:30pm   | **Closing Address:** Joanne Schroeder, HELP BC                        | Mountain Rm   |
| 3:30-3:40pm   | **Closing Prayer and Drummers:** Tk'emlups Indian Band                | Mountain Rm   |

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R.S.V.P: Nicole Beauregard, nbeauregard@kamloops.ca, P: (250) 828-3728 F: (250) 828-3619

More Information: www.kamloops.ca/citiesfitforchildren
April 16, 2012

District of Tofino
Mayor and Council
District of Tofino
121 3rd Street
Tofino, B.C.
VOR 2Z0

via e-mail: bsmith@tofino.ca

Dear Mayor and Council,

Re: West Coast Multiplex Society

The West Coast Multiplex Society would like to express our sincere gratitude for your support in the new direction of our goal, to host a referendum in the Fall of 2012 for Phase 1 of the project.

There were several recommendations that were presented by the West Coast Committee to the Board of Directors at the last regular meeting on March 28, 2012, regarding the proposed West Coast Multiplex. One of the items actions required by the ACRD for the West Coast Multiplex Society is as follows:

"In order to proceed with this project in a coordinated effort, it is recommended that the Regional District establish a committee to oversee the gathering of information and implementation of the required plan. The Committee would include seven members including the Electoral Area Director for Long Beach, an appointment from each of the municipalities and the First Nations and two members of the West Coast Multiplex Society. An eighth member of the Committee representing the Long Beach Recreation Cooperative would be included if they decide to work with the proposed for a joint facility. The Committee will be supported by Regional District staff to the extent possible."

We request that Council appoint a representative to the working committee of the West Coast Multiplex Society to "to oversee the gathering of information and implementation of the required plan". The first meeting of the committee would be in held in May of 2012.

Again, we look forward to working with you closely in the next stages in preparation of the referendum. We also express our invitation for you to attend our 2012 AGM, as follows:

Date: Monday, April 23rd
Time: 7PM-8:30PM
Place: Long Beach Golf Course

We hope at the 2012 AGM, you will have the opportunity to ask any questions or discuss this further with members of the public.

Yours Truly,

Keith Gibson
Co-Chair
West Coast Multiplex Society

Letter from Keith Gibson, Co-Chair of West Coast Multiplex Society, requesting that Council appoint a representative to the working committee
The Corporation of the District of Tofino

REPORT TO COUNCIL

Council Agenda Date: 2012-Apr-24

TO Braden Smith, CAO

RTC Submission Date: 2012-03-21

Bob Schantz Manager of Public Works and

Building Inspection

A/T #: CR-0211 File #: 000-00

SUBJECT Fence and Flooding Issues 381 Main Street

RECOMMENDATION

THAT Council approves installation of the fence and barrier improvements in the 2012 budget.

CAO’S COMMENTS

I concur with the recommendation.

PURPOSE

The purpose is to report back to Council in regards to resolution 028-12. Council had requested that staff investigate the resolutions to Mr. Beaupied’s situation at 381 Main Street.

STRATEGIC PRIORITY OF COUNCIL

Strategic Priority: Not applicable.
Project/Initiative: Not applicable.

FINANCIAL IMPACTS

The costs to replace the fence panels as well as install the rain curb will incur costs that are not indentified in the budget and have not been included in any of the operational costs.

BACKGROUND

Mr. Beaupied made a presentation to council on January 10, 2012. He raised concerns regarding flooding of his building due to the runoff from the parking lot in the January 3 rain storm, which he mentioned had happened once before. He also raised concerns about the failing fence and that vehicle operators continually back into the fence. Mr. Beaupied recommended that we install concrete barriers along the fence to limit the ability of vehicles to hit the fence.
DISCUSSION

On January 10, 2012 staff meet with Mr. Beaupied to discuss the drainage issue with this property. We walked around the building with Mr. Beaupied and informed him that his drain tile was not performing as it should and that it was not connected to the street storm system. We also informed him that he should connect his down spouts to a piping system that would carry the water to the street storm system as well as place a catch basin at the top of the exterior staircase to the basement. Mr. Beaupied has replaced the drain tile around his building and connected his down spouts to a perimeter pipe and carried this water to the street storm system he also carried the drainage course to the area of the exterior stairs.

The rain curb which will run the length of Mr. Beaupied’s property as well as the neighbor’s to a catch basin in the alley has been quoted at a cost of $1500 by Alberni Paving and can be installed once the Pavement plants start for the season. It would be best to coordinate this with other asphalt repairs in town.

The replacement of the fence panels can be done by the summer students along with a permanent staff member. The costs for the fence panels will be $1200 the cost of the finish will be $320 the miscellaneous will be $100. It will be about a week’s work for 2 to 3 staff members.

The protection of the fence can be achieved by the installation of a precast concrete barrier at a cost of $3000. The installation of this will be a day’s work for 2 staff members.

OPTIONS

1. That Council approves the installation of all the improvements and includes this in the budget.

2. That Council approves installation of the fence and barrier improvements in 2012.

3. That Council establishes the level of improvements and includes this in the budget.

Staff is recommending Option # 2 as the fence repairs will increase the aesthetics of the parking lot and downtown area.

Respectfully submitted,

_________________________________
Bob Schantz
Manager of Public Works and Building Inspection
Meeting called to order at 7:40 pm.

A) Attendance
   Present: P. Robbins, D. McMaster (chair), L. Loucks, S. McBride, R. Arnet, A. Rodgers (staff), J. Osborne,
   Regrets: M. Dewar K. Beach

B) Amendments to Agenda
   6 a.) Consultation Requirements
   R. Arnet/S. McBride
   Carried

C) Adoption of Agenda
   Agenda be adopted
   S. McBride/P. Robbins
   Carried

D) Adoption of Minutes
   a. February 27th, 2012
   R. Arnet/P. Robbins
   Carried

E) Business Arising from the Minutes
   Nil

F) Delegations
   Nil

G) Correspondence
   Nil
H) Business
   1. Committee Biases
      i) Discussion by committee about why they choose to be on the OCPIMC and some of their thoughts about the current OCP including:
         (1) First Nations relationship
         (2) Local Area Plans
         (3) Tourist vs Residential Use of District beaches
         (4) Commercial Core Infill
         (5) Sea Level Rise re: planning and infrastructure
         (6) Marine planning
         (7) Marine economic development
         (8) Housing affordability
         (9) Storm drainage, rainwater collection

   2. Consultation
      i) Aaron to write an RTC asking Council to review and attend to section 879 of the LGA with respect to consultation during OCP process.

I) Schedule Next Meeting
   Next OCPMIC meeting will be on Monday, April 9, 2012 at 6:30 PM.

J) Adjournment
   Meeting was adjourned at 7:40 PM

CERTIFIED CORRECT:

Duncan McMaster, Chair
Minutes of the Lighthouse Trail Committee
April 11, 2012

In attendance: Cathy Thicke, Pete Clarkson, Andrew Wadell, Joanna Streetly, Pat Welk, Stephen Ashton
Staff: Sally Mole

Absent: Ray Thorogood

Meeting Started at 3.40 pm.

Added top ten to E, bus arising from the business.
Mover Pat
Seconder Joanne

Adoption of minutes from last meeting
Mover Joanna
Seconder Pat

Business Arising from the minutes
1. Discussion around ethical concerns. No decisions.

The committee will work with the Tofino Guide to develop a presence on their App.
Mover Stephen
Seconder Pete

Some discussion points included the extent to which we will work with the Tofino Guide and a desire to proceed with our own website.

The committee put out an ad (facebook, Westerly) to do the initial website page for the Lighthouse Trail.
Mover Stephen
Seconder Pat
Andrew will volunteer to take this on.

Motion Andrew
Second Joanna

Sally to develop temporary signage on Coreplast

No Bikes or Motorized Vehicles
No Fires
No Camping
Dogs on leash
No Drinking
Please leave no trace

Also “End of Trail”
Direction back to Trail Head

**The committee recommends to Council meet with the new TFN council and discuss**
A letter of support for continuing the development of the lighthouse trail over DL120
Joanna Moved
Seconded Pat

Meeting adjourned 5.25
Pat Moved
Seconded Joanna

Next Meeting Wednesday, May 2nd, 2012
SUBJECT: MINUTES OF THE ARTS, CULTURE AND HERITAGE COMMITTEE (ACHC) MEETING OF MARCH 29

Action Items
1. Facebook page to be developed for the ACHC initiative and linked to the District of Tofino Facebook. Action Sally M by April 3.
2. Develop press release for inclusion in the Westerly and local radio station. Thus kicking off the ACHC Cultural Scan info gathering. Action Dorothy B and Norma D by April 5.
3. Next Committee meeting scheduled for May 14 @ 4:00 PM. Action All
4. Working Committee meeting scheduled for April 5 @ 4:00 PM. Action Working Committee Members
5. Digitizing of the Captain Cook archives to be done with assistance from the Committee. Action Bill K, Adrienne M and Sally M timing to be determined

Minutes
1. Review of the Agenda @4:00 PM
2. Agenda accepted by committee. Motion to Accept Peggy J, Seconded Maureen F, Passed
3. Introduction of new committee member Sheila Orchiston
4. Acceptance of minute of Jan 23 meeting. Motion to Accept Peggy J, Seconded Maureen F, Passed
5. Norma D presented/update of Cultural Scan work re “Picturing Tofino a plan for Arts & Heritage”. Items covered – Project Update, Public and Artist survey questionnaire, Facebook and Media release. Plan to launch the Cultural Scan next week via press and radio release and to have Public and Artist survey questionnaire completed by April 30.
6. Regular scheduled meetings for the committee will occur second Monday of the month.
7. Request for a member of the ACHC to sit on the Downtown Revitalization Committee. Peggy J will be our representative with Maureen F as the alternate.
8. It is recommended to Council, that Peggy Jamieson be appointed to the Downtown Revitalization Committee.
9. The Heritage Walk was discussed by the committee and noted that the inventory of Heritage Sites will not be completed until the end of the year. The inventory would assist in defining the Heritage Walk and will be a topic of future meetings. Funding for this initiative would come from RMI.
10. Granting policy for Arts and Heritage was discussed and Dorothy B will work on a draft policy with assistance from Sheila O.
11. Motion to adjourned meeting by Peggy J and seconded by Bill K. at 5:15 PM. Passed.
TOFINO RECREATION COMMISSION

REGULAR MEETING MINUTES

March 21, 2012, 5.30pm - Council Chambers

Attending: Alex Cutler, Sarah Timberlake, Sabrina Donavan, Tom Stere, Artie Ahier, Sally Mole, April Froment, Laura Lunty

Business Arising from the Minutes of , 2012 meeting
Sarah gave an update on her presentation to Council. Said it went well and Council was quite receptive. Sally said Sarah did a great job and thanked her for presenting. Motion to adopt the minutes of the February 15, 2012 meeting.

Sarah Timberlake/Tom Stere

1. Lighthouse Trail
Sally gave a status update on the trail and advised that the Lighthouse Trail Committee has planned a maintenance workbee coming up on April 15th.

2. Bike Park Update
Alex and April described fundraising efforts to date. Shirt sales have been going well, and the raffle concludes at month’s end. Committee members will be going to Port Alberni to sell tickets at Walmart, as well as the Co-op and Whale Festival Events.

3. Pacific Sands Rezoning
Sally advised that this discussion would be tabled until the next meeting as the applicant has withdrawn their application and would be resubmitting a revised application.

4. Parks and Recreation Master Plan Review
Commission members reviewed the Summary section of the 2007 Parks & Recreation Master Plan point by point. Updates were discussed and recorded. Due to the volume of discussion warranted to thoroughly review the plan, members requested that a working meeting be scheduled for the following week. Staff offered to make these arrangements.

Adjournment 6:55 pm
TOFINO RECREATION COMMISSION

REGULAR MEETING MINUTES

April 18, 2012, 5.30pm  -  Council Chambers

Attending: Alex Cutler, Sabrina Donavan, Tom Stere, Artie Ahier, Susan Spencer, Sally Mole

Business Arising from the Minutes of March 21, 2012 meeting

Alex asked about progress on the flying fox. Sally stated she had received a quote from Boulton Brothers for $7,532 but this would likely be lower as we have a source of wood at a cheaper rate. The Recreation Commission has fundraised just over $5,800, and is willing to raise more but wants the job done prior to summer starting.

It was moved Alex, seconded Sabrina, that it be recommended to Council that construction be allowed to begin on the flying fox, and asks that Council dedicate $1,700 in the Village Green budget for this project.

CARRIED

Commissioners decided that if Council is not able to do this, the extra cost would be taken from the Canada Day funds.

Motion to adopt the minutes of the March 21, 2012 meeting.  
Sabrina Donavan/Tom Stere

1. Bike Park Opening

Sally stated that she had received an email from the Ministry of Community, Sport and Recreation enquiring about our bike park opening as a result of an invitation issued by Council. Discussion ensued on logistics of opening the park on June 16. Sally suggested a ribbon cutting ceremony in the morning followed by a celebration. Alex suggested working with TUCG and having a lunch barbecue. He also stated he may be able to get some riders in to do some demonstrations. Sabrina asked about the local bike stores supplying demo bikes for the day. Alex will ask Jay Hoots what other parks have done. Sally will see what kind of budget they may have to work with, and work on signage.

2. Tofino Community Enrichment Society

Sabrina reported on the Society AGM held earlier today. Marnie Helliwell is a new member. Chair is Alex Cutler, Secretary/Treasurer is Sabrina. There is $41,444 in the bank, $5820 of which is for the flying fox with the remaining funds for mountain biking infrastructure. A motion was made to allocate $25,000 to the bike park. Commission members thanked Sabrina for her time and organization.
3. Joint Use Agreement
Sally stated that she had met with John Platenius, Wickaninnish Community School Society, and Jaime Hansen, vice principal last month. It was decided that we would get a group of stakeholders together to formulate a vision for the school and its use. This would then be presented to the school board, which would then in turn lead to a negotiating team being formed to work through the process. There will be several meetings over the next few months with a goal to having something in place prior to September.

4. Pacific Sands Rezoning
Sally stated that Dave Pettinger had invited her and Commission members for a site visit the week of April 30. Tom Stere and Susan Spencer will attend with Sally, April 30 at 4.30pm.

5. Canada Day
Alex has Jason Picton committed to do skate comp again, Duane is putting him up in a room. Need to get Bobby Lax and TUCG on board – it was great last year awesome food, but confusing with so many different choices. Alex suggested one plate, one price. Alex is working on the poster, should be out soon. Discussion on how to get more kids out. Artie suggested that every kid that enters gets a new deck. He said he would donate the $500 from the bike park raffle to that cause. Alex will work on donations and will follow up with Artie. Categories would be 7 and under and 8 – 12.

Discussion on live music. Because the skate comp is so loud, and the beer garden has its own music from 4pm on, it was decided not to have live music, but we would have someone sing the anthem and cut the cake. Sally said she had been approached by members of the community asking about recognizing people who had given so much to the community. Commissioners thought that if/when we revive MUPSUP this could be incorporated as it is a much more local event. The Village Green will be set aside for market and kids activities until 4pm when the beer garden starts. Suggestion of getting bouncy castle or something similar (for the kids activities, not the beer garden).

Beer garden. Alex recommended inviting the RCMP to our next meeting to discuss their requirements. With no CAPE the process will be much easier and not as onerous or costly. Because the beer garden was at risk of not happening last year, it seemed to affect turn out. Susan stated that Chris McLellan may have his security certification by that time. Alex will check with Adam to see if he is having a show that night and if we may be able to double up as we have in the past.

6. Other Business
Artie stated that he had been monitoring the after school use of the skate park, following the letters we received from students of the school. He stated that he was so impressed with Lew Yallup and requested we write a letter thanking him for his guidance of the younger skaters, and liaising with the older skaters to ensure a safe and healthy environment. Sally suggested giving him a bike park shirt along with a letter of thanks. All agreed.
Artie asked about the possibility of running half day skate and/or bike camps during the summer. Discussion on whether we could do this during the summer with local instructors or if we would have to hire outside the community. Sally will ask staff to look into this. Artie suggested checking Westwood in the States, Alex suggested Campofchampions in Whistler.

Sally stated the Edge to Edge marathon organizers had been in touch asking for help with the start line. Commission members agreed that this was not really our event. Alex said he didn’t mind helping but didn’t want to organize all the equipment and/or people.

TUCG is also looking for help at the Feast dock event on the 26th of May. Members asked her to get details of what kind of help is needed and during what times. Sally will enquire and report back.

Next meeting May 23, 5.30pm

***NOTE CHANGE OF MEETING DATE***

Adjournment 6:35 pm