BOARD OF DIRECTORS MEETING WEDNESDAY, MAY 27, 2015, 1:30 pm

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

AGENDA

	AGENDA	
1.	CALL TO ORDER	PAGE #
	Recognition of Traditional Territories.	
2.	APPROVAL OF AGENDA (motion to approve, including late items requires 2/3 majority vote)	
3.	<u>DECLARATIONS</u> (conflict of interest or gifts)	
4.	ADOPTION OF MINUTES	
	a. Board of Directors Meeting – May 13, 2015	9-19
	THAT the minutes of the Board of Directors meeting held on May 13, 2015 be adopted.	
	b. Alberni-Clayoquot Regional Fisheries Resource Committee – May 13, 2015	20-25
	THAT the minutes of the Alberni-Clayoquot Regional Fisheries Resource Committee meeting held on May 13, 2015 be adopted.	
	c. West Coast Committee Meeting – May 14, 2015	26-28
	THAT the minutes of the West Coast Committee meeting held on May 14, 2015 be adopted.	
	d. Alberni Valley Solid Waste Plan Monitoring Advisory Committee Meeting – April 23, 2015	29-30
	THAT the minutes of the Alberni Valley Solid Waste Plan Monitoring Advisory Committee meeting held on April 23, 2015 be adopted.	
5.	PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)	

Presentation - Andrew McGifford, Acting Manager of Finance

a.

- 5 Years of Service

b.	Don Hall, Fisheries Program Manager, Nuu-chah-nulth Tribal Council
	regarding Infringement on Nuu-chah-nulth Commercial Fishing Rights

- c. Sheena Falconer, West Coast Aquatic regarding Stream Restoration and Request for Regional District Partnering.
- d. Pat Deakin, Economic Development Manager, City of Port Alberni regarding Regional Economic Development Strategy.

6. CORRESPONDENCE FOR ACTION

a. INVITATION 31-35
Town of Comox, Saturday, June 13, 2015, Best Western Barclay,
Courtenay BC regarding BC Seafood Expo & Workshop Series.

(Board Direction Request)

7. CORRESPONDENCE FOR INFORMATION

э.	TOFINO COMMUNITY FOOD INITIATIVE	36-37
	Thank you for the support from the Regional District Agricultural	
	Planning Committee	
0.	ISLAND COASTAL ECONOMIC TRUST	3839
	\$100,000 Marketing Plan to Bring International Marine Tourists to	
	Region	
С.	MINISTER OF STATE AND CHIEF GOVERNMENT WHIP	40-41
	Canada 150 Fund	
d.	ADSS FORESTRY	42-43
	ADSS Forestry, Project Based Learning, and Students on Work	
	Experience Participate to Set a New Guiness World Record for Tree	
	Planting	
2 .	UNION OF BRITISH COLUMBIA MUNICIPALITIES	44-46
	2014 Resolutions Put Forth by Alberni-Clayoquot Regional District	

8. REQUEST FOR DECISIONS & BYLAWS

a. REQUEST FOR DECISION Plan for Communal Meeting Place (Deferred – May 13, 2015 Board Meeting)

THAT the Board of Directors of the Alberni-Clayoquot Regional District approves the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with:

- 1. All structures to meet BC Building Code
- 2. "Use at own risk" signage is provided
- 3. Material and construction costs are not from public funds
- 4. Future Maintenance and Inspection to be performed by ACRD

As outlined in the staff report dated November 20, 2014.

b. **REQUEST FOR DECISION**

56-57

Use of Pacific Salmon Treaty Mitigation Funds

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the Minister of Fisheries and Oceans regarding on-going concerns with the use of the Pacific Salmon Treaty mitigation funds:

- Expressing concern at the license price being offered in light of the decline in uptake by industry in the buy back process;
- Asking for an update of expenditures and number of licenses tendered; and suggesting that a new approach be adopted in order to better support the Area G troll fleet in light of expected further catch allocation reductions in 2015.

c. **REQUEST FOR DECISION**

58-59

2018 Pacific Salmon Treaty Re-Negotiations

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the Minister of Fisheries and Oceans, regarding concern that community interests be represented when Canada develops positions to be taken during the 2018 Pacific Salmon Treaty re-negotiations.

d. **REQUEST FOR DECISION**

60-61

Area G Troll Fleet Access to Fraser River Coho

THAT Alberni-Clayoquot Regional District Board of Directors send a letter the Minister of Fisheries and Oceans requesting that due to the continued economic and social importance of the Area G Troll Fleet to our communities, a mechanism be developed that continues to take into account their need for access to Coho when Fraser River fishing plans are being developed.

e. **REQUEST FOR DECISION**

62-66

West Coast Committee Terms of Reference

THAT the Alberni-Clayoquot Regional District Board of Directors approve the terms of reference for the West Coast Committee as presented.

f. REQUEST FOR DECISION

76-71

Proposal for Engineering Services-Assessment of Tseshaht First Nation Water System for Expansion to Bell & Stuart Roads

THAT the Board of Directors of the Alberni-Clayoquot Regional District proceed with the evaluation of the Tseshaht First Nation water system to determine feasibility of servicing the Bell/Stuart roads area of Electoral Area "D" (Sproat Lake) as outlined in the McGill and Associates proposal for a cost of \$3,500.00 funded by the General government Services, Survey, Studies, and reports.

g. **REQUEST FOR DECISION**

72-79

Log Train Trail Industrial Access Permit – Todd Thompson

THAT the Board of Directors provide a letter of support for a five (5) year extension of an Industrial Access Permit for Todd Thompson to access the Log Train Trail for log hauling and related forestry activities subject to confirmation that the ACRD is covered by the applicants third party liability insurance.

h. **REQUEST FOR DECISION**

80-84

Log Train Trail Industrial Access Permit – Timberwest Forest Company

THAT the Board of Directors provide a letter of support for an Industrial Access Permit application by Timberwest Forest Company to access the Log Train Trail for log hauling and related forestry activities subject to confirmation that the ACRD is covered by the applicants third party liability insurance.

i. REQUEST FOR DECISION

85-86

Resolution – June 10, 2015 Board Meeting Location

THAT the regular meeting of the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District on June 10, 2015 be held in Tofino at the Tofino Council Chambers, 121 Third Street, Tofino, BC commencing at 1:30 pm

j. **REQUEST FOR DECISION**

87-90

Memorandum of Understanding between the Alberni-Clayoquot Regional District and Alberni-Clayoquot Health Network Table of Partners

THAT the Alberni-Clayoquot Regional District Board of Directors enter into the Memorandum of Understanding with the Alberni-Clayoquot Health Network Table of Partners.

k. **REQUEST FOR DECISION**

91-92

Sproat Lake Marine Patrol Boat

THAT the Alberni-Clayoquot Regional District Board of Directors receive this report regarding repairs to the Sproat Lake Marine Patrol Boat and endorse the plan to have the tubeset (pontoons) replaced at a maximum cost of \$19,380 plus GST & PST, funded from the SLMP service capital reserve.

I. REQUEST FOR DECISION

93-100

Bylaw 791-2, Port Alberni Airport Extended Service Area Establishment Amendment, 2015 & Bylaw F1120, Port Alberni Airport Runway Expansion Loan Authorization, 2015

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. **DVE15005, POWER/BURKINSHAW, 6618 HILLS ROAD**Development Variance Permit Application – Report

101-106

THAT the Board of Directors pass a resolution to consider issuing a development variance of Section 6.5.2 (c)(ii) to vary the required side yard setback for an accessory building in the Small Holdings (A1) District from 15 feet to 5 feet.

b. **DVE15007, TUTTLE, 6172 DRINKWATER ROAD**Development Variance Permit Application – Report

107-114

THAT the Board of Directors pass a resolution to consider issuing a

development variance of Section 6.5.2 (c)(ii) to vary the required side yard setback for an accessory building in the Rural (A2) District from 15 feet to 8 feet.

c. RE15004, CALDWELL, 6210 WALKER ROAD

115-122

Rezoning Application – Report and Bylaw P1330

THAT Bylaw P1330, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaw P1330 be delegated to the Director for Electoral Area 'E', the Alternate Director, or the Chairperson of the Regional District.

d. RF15002, KISS, 5819 STRATHCONA STREET

123-130

Rezoning Application - Report and Bylaw P1329

THAT the Board of Directors receive the staff report and concur with the staff recommendation that the applicant confirm soils on site are capable of accommodating sewage disposal as required.

THAT Bylaw P1329, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaw P1329 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District.

e. RT15005, ACCESSORY DWELLING UNITS

131-143

Rezoning Application – Report and Bylaw P1327

THAT Bylaw P1327, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaw P1327 be delegated to the Chairperson of the Regional Board or the vice Chairperson of the Regional Board.

f. TUP15009, 0742479 BC LTD, 18001 STIRLING ARM ROAD

144-169

Temporary Use Permit Application – Report

THAT the Board of Directors pass a resolution to consider issuing Temporary Use Permit TUP15009.

g. TUP15012, GODDARD, 5771 BEAVER CREEK ROAD

170-204

Temporary Use Permit Application – Report

THAT the Board of Directors pass a resolution to consider denying Temporary Use Permit TUP15012.

10. REPORTS

10.1 STAFF REPORTS

a.	Staff Action Items Report – May 22, 2015	205-208
b.	Meeting Schedule – June 2015	209
c.	Financial Statements – April 30, 2015	210-211
c.	Building Inspector's Report – April 2015	212

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

10.2 COMMITTEE REPORTS

- a. **2015 Advisory Planning Commission Appointments**
- i. Beaufort

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

Todd Thompson, Brian Thompson, Linda Thompson

ii. Sproat Lake

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

Bob Maurice, Joe van Bergen, Joe Lamoureux

iii. Beaver Creek

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

Gordon Blakey, Dave deMontreuil, Patty Edwards

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation J. McNabb
- b. Vancouver Island Regional Library P. Cote
- c. Central West Coast Forest Society T. Bennett
- d. Emergency Planning J. McNabb/P. Cote/M. Kokura/M. Ruttan

- e. Alberni Valley Chamber of Commerce Jack McLeman
- f. Coastal Community Network T. Bennett
- g. West Island Woodlands Advisory Group –L. Banton
- h. Island Coastal Economic Trust J. Osborne
- i. Air Quality Council, Port Alberni J. McNabb
- j. West Coast Aquatic Board T. Bennett/K. Wyton
- k. Association of Vancouver Island & Coastal Communities J. Osborne
- I. Beaver Creek Water Advisory Committee J. McNabb
- m. Other Reports

THAT the Board of Directors receives the Member Reports.

- 11. <u>UNFINISHED BUSINESS</u>
- 12. LATE BUSINESS
- 13. **QUESTION PERIOD**
- 14. ADJOURN

Next Board of Directors Meeting: Wednesday, June 10, 2015, 1:30 pm Tofino Council Chambers, Tofino, BC

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 13, 1:30 PM

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

DIRECTORS Josie Osborne, Chairperson, District of Tofino

PRESENT: John McNabb, Vice-Chair, Electoral Area "E" (Beaver Creek)

Keith Wyton, Director, Electoral Area "A" (Bamfield)
Mike Kokura, Director, Electoral Area "B" (Beaufort)
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

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

Ron Paulson, Councillor (Alternate), City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułu?ił?atḥ Government Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance

Alex Dyer, Planner

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

2. MOMENT OF SILENCE in Honour of Former Chair and Director Hugh Anderson

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

3. APPROVAL OF AGENDA

MOVED: Director Osborne SECONDED: Director Bennett

THAT the agenda be approved as circulated with the addition of the following late item: Mr. Kevin Middlemiss, Delegation, regarding Plan for Communal Meeting Place, Salmon Beach and deferred staff report regarding Plan for Communal Meeting Place, Salmon Beach.

4. **DECLARATIONS**

The Chairperson presented a book "A History of Alberni Wrestling" that Director McNabb and Director Ruttan were presented at the recent AV Wrestling Club awards ceremony. Director McNabb recommends the Regional District donate the book to the Port Alberni library.

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – April 22, 2015

MOVED: Director McNabb SECONDED: Director Bennett

THAT the minutes of the Board of Directors meeting held on April 22, 2015 be adopted.

CARRIED

b. Beaver Creek Water Advisory Committee Meeting – April 16, 2015

MOVED: Director McNabb SECONDED: Director McLeman

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on April 16, 2015 be adopted.

CARRIED

c. Solid Waste Plan Monitoring Advisory Committee Meeting – April 16, 2015

MOVED: Director Banton SECONDED: Director Cote

THAT the minutes of the Solid Waste Plan Monitoring Advisory Committee meeting held on April 16, 2015 be adopted.

CARRIED

d. Alberni Valley Committee Meeting – May 5, 2015

MOVED: Director McNabb SECONDED: Director Cote

THAT the minutes of the Alberni Valley Committee meeting held on May 5, 2015 be adopted as amended.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

 Art Skipsey, Property Owner, Sproat Lake, regarding damage caused by wakeboarding on Sproat Lake and support of the Alberni Valley Airport.

Mr. Skipsey reported his family has owned property at Sproat Lake for 104 years. He expressed concerns with wake boarding on Sproat Lake and damages caused to docks and boats from the wake. He submitted suggestions to correct this issue on the lake.

MOVED: Director Bennett SECONDED: Director Cote

THAT the correspondence from Mr. Skipsey regarding wake boarding on Sproat Lake be referred to the Sproat Lake Community Association.

CARRIED

b. (Late Item) Mr. Kevin Middlemiss, Resident, regarding Plan for Communal Meeting Place, Salmon Beach.

Mr. Middlemiss reported on the communal meeting place that was constructed by a group of property owners at salmon beach 4 years ago using the stern of an old boat that broke up on the beach. The meeting place has been very well received, but has come under some controversy. Mr. Middlemiss spoke in support of the meeting place at Salmon Beach.

c. Ms. Tawney Lem, Executive Director, West Coast Aquatic regarding Review of the Marine Spatial Plan.

MOVED: Director Osborne SECONDED: Director Cote

THAT the Board of Directors extend the time limit of the West Coast Aquatic Delegation to 20 minutes.

CARRIED

Ms. Lem conducted a presentation on West Coast Aquatic and their governance structure. She reported on the Marine Spatial Plan and the google earth tool. She requested input from the ACRD on the Plan.

7. CORRESPONDENCE FOR ACTION

a. Royal Canadian Legion, April 20, 2015 regarding request to support the Remembrance project by purchasing a quarter page colour

advertisement in the "Military Service Recognition Book" same as in previous years for a cost of \$565.00 including GST.

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Board of Directors approves the request for support for the Remembrance project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ Page (Full Colour) for the amount of \$565.00 including GST.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

a. THOMPSON-NICOLA REGIONAL DISTRICT

Biosolids Resolution

b. ISLAND COASTAL ECONOMIC TRUST

Project will Uncover Detailed Data About North Island Tourists Mapping Assets First Step in Economic Development

- c. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES
 Follow-up: Private Managed Forest Lands and Water and Watershed
 Protection
- d. MINISTRY OF ENVIRONMENT

Environmental Stewardship Initiatives

e. SOCIAL PLANNING & RESEARCH COUNCIL OF BC

Access Awareness Day – June 6, 2015 – Is Accessibility Working in Your Community

MOVED: Director Kokura SECONDED: Director Bennett

THAT correspondence a to e be received.

CARRIED

MOVED: Director Osborne SECONDED: Director Bennett

THAT the ACRD Board write a letter to AVICC urging them to continue to lobby the Province on initiating the working stakeholder group on private managed forest lands and watershed protection.

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Re-Collect Software Service Agreement.

MOVED: Director Banton SECONDED: Director Wyton

THAT this report be deferred to next meeting Board of Directors meeting.

CARRIED

b. Request for Decision regarding Alberni Valley/Bamfield Services Committee Terms of Reference.

MOVED: Director Bennett SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the new Terms of Reference for the Alberni Valley/Bamfield Services Committee.

CARRIED

c. Request for Decision regarding Regional Parks Service Update.

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors appoint 5 -7 board members to the Parks Service Review Committee and accept the Terms of Reference.

CARRIED

MOVED: Director Osborne SECONDED: Director Cootes

THAT the ACRD Board of Directors appoint the following Directors to the Parks Service Review Committee: Directors Cote, McLeman, Banton, Bennett, Wyton, Osborne, McCarthy.

CARRIED

d. Request for Decision regarding Salmon Beach Operations and Maintenance.

MOVED: Director Bennett SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with a Request for Proposals to secure contract services for the maintenance and operation of Salmon Beach infrastructure.

CARRIED

MOVED: Director Bennett SECONDED: Director Cootes

THAT the ACRD Board allow Mr. Kel Roberts, Salmon Beach Committee to address the ACRD Board.

CARRIED

Mr. Roberts spoke in support of the proposal to secure contract services at Salmon Beach. The proposal is good for overall management of Salmon Beach.

MOVED: Director Bennett SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with the hiring of a temporary part time West Coast Assistant to provide oversight of Salmon Beach services and contracts as well as support for the Airport Superintendent.

CARRIED

e. Request for Decision regarding Finance Warrant No. 552.

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Board of Directors approves Finance Warrant Number 552 in the amount of \$1,128,672.39 dated April 30, 2015.

CARRIED

f. Request for Decision regarding Terms of Reference & Appointments to the Beaver Creek Water Advisory Committee.

MOVED: Director McNabb SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the revised Terms of Reference for the Beaver Creek Water Advisory Committee and appoint the following individuals to the Committee:

- 3 year terms: Harold Carlson, Ginny Stephens, Pam Craig, Patty Edwards
- 2 year terms: Kelly Schutte, Wayne Hasler, Gord Blakey

CARRIED

Request for Decision regarding Proposed AVRA Runway Expansion
 Project – Borrowing & Approval Process.

MOVED: Director McLeman SECONDED: Director McNabb

THAT the ACRD Board of Directors, subject to obtaining consent of the electorate through an alternate approval process, proceed with borrowing for the Alberni Valley Regional Airport Runway Expansion Project through the Municipal Finance Authority up to a maximum of \$6 million dollars over 30 years and increase the maximum tax requisition for the AVRA service to \$150,000 annually.

CARRIED

h. (Late Item) Request for Decision regarding Plan for Communal Meeting Place.

(Deferred from January 14, 2015 Board of Directors Meeting)

MOVED: Director Bennett SECONDED: Director McLeman

THAT this report be deferred to next Board meeting in order for Director Bennett to have further discussions with Salmon Beach lot owners at the Annual General Meeting this weekend and report back to the Board.

CARRIED

10. PLANNING MATTERS

a. DVD15004, SPILLMAN, 10028 B LAKESHORE ROAD Development Variance Permit Application Memorandum and Per

Development Variance Permit Application – Memorandum and Permit

MOVED: Director Cote SECONDED: Director McNabb

THAT the Board of Directors pass a resolution to issue development variance permit DVD15004.

CARRIED

b. DVD15006, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD

Development Variance Permit Application – Report

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD15006 subject to approval from the Ministry of Transportation and Infrastructure.

CARRIED

c. DVD15008, CAMPBELL, 9291 FABER ROAD

Development Variance Permit Application – Report

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD15008.

CARRIED

d. DVE15002, BROCK/NEMETH, 6506 BEAVER CREEK ROAD

Development Variance Permit Application – Memorandum and Permit

MOVED: Director McNabb SECONDED: Director Banton

THAT the Board of Directors pass a resolution to issue development variance permit DVE15002.

CARRIED

e. DVE15003, JAMIESON, 7100 BEAVER CREEK ROAD

Development Variance Permit Application – Memorandum and Permit

MOVED: Director McNabb SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to issue development variance permit DVE15003.

CARRIED

f. TUP15006, MCLELLAN, LOT 14 ALBERT STREET

Temporary Use Permit Application – Memorandum and Permit

MOVED: Director Banton SECONDED: Director Kokura

THAT the Board of Directors pass a resolution to issue Temporary Use Permit TUP15006.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. CAO Report May 6, 2015
- b. Planning and Development Report May 6, 2015

- c. Financial Manager Report May 8, 2015
- d. Staff Action Items Report May 8, 2015

MOVED: Director Cote
SECONDED: Director McLeman

THAT the Board of Directors receives the staff reports a-d.

CARRIED

11.2 COMMITTEE REPORTS

Alberni-Clayoquot Regional Fisheries Resource Committee
 May 13, 2015 – (verbal) D. St. Jacques

Director St. Jacques reported on the Fisheries Committee meeting held earlier today. An update was received from DFO on salmon and herring. Good news was received from Province, they are forming a secretariat to regularly deal with fisheries issues. A report from the Committee with recommendations coming out of the meeting will be presented for consideration by the ACRD Board at the next meeting.

MOVED: Director McNabb SECONDED: Director Banton

THAT the ACRD Board receive the verbal report.

CARRIED

11.3 OTHER REPORTS

12. UNFINISHED BUSINESS

13. LATE BUSINESS

a. Late Business

MOVED: Director Osborne SECONDED: Director Bennett

THAT the following be allowed for consideration of a late item: support of upgrading existing road between Lake Cowichan, Port Renfrew, Bamfield, Huu-ayaht First Nation and Ditidaht First Nation.

CARRIED

MOVED: Director Osborne SECONDED: Director McNabb

THAT the ACRD Board of Directors support the joint efforts of the Huu-ay-aht First Nation and Ditidaht First Nation in discussions with the Cowichan Valley Regional District regarding lobbying the Provincial Government to upgrade roads between Duncan, Port Alberni and west coast communities.

CARRIED

14. **QUESTION PERIOD**

15. RECESS

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Regular Board of Directors meeting be recessed at 4:00 pm in order to conduct the Regional Hospital District meeting.

CARRIED

16. <u>RECOVENE</u>

The meeting reconvened at 4:09 pm.

17. IN-CAMERA

MOVED: Director Osborne SECONDED: Director McNabb

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

- i. Labour or other employee relations.
- ii. The acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District.

CARRIED

The meeting was closed to the public at 4:09 pm.

The meeting was re-opened to the public at 4:34 pm.

18. <u>RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA</u>

19. ADJOURN

MOVED: SECONDED:	Director McLeman Director Kokura		
THAT this me	eting be adjourned at 4:34	pm.	CARRIEL
Certified Correct:			
Josie Osborne, Chairperson		Russell Dyson, Chief Administrative Officer	

MINUTES OF THE REGIONAL FISHERIES RESOURCE COMMITTEE MEETING HELD ON MAY 13, 2015, 10:00 AM

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

DIRECTORS Dianne St. Jacques, Chairperson, Mayor, District of Ucluelet

PRESENT: Tony Bennett, Director, Electoral Area "C" (Long Beach)

Keith Wyton, Director, Electoral Area "A" (Bamfield) Jack McLeman, Councillor, City of Port Alberni

Sheena Falconer, West Coast Aquatic Management

Dennis Chalmers, Province of BC

Peter Hall, Salmon & Herring Manager, DFO, South Coast Division,

Don Hall, Nuu-chah-nulth Tribal Council

REGRETS: Josie Osborne, Mayor, District of Tofino

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

STAFF PRESENT: Robert Gunn, Contractor

Tracy Bond, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:05 am.

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

2. APPROVAL OF AGENDA

MOVED BY: Director J. McLeman SECONDED: Director T. Bennett

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Regional Fisheries Resource Committee Meeting – June 23, 2014.

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the minutes of the Regional Fisheries Resource Committee held on June 23, 2014 be adopted with the following amendment:

Page 3, Item b to read "through the implemented Pacific Salmon Treaty program".

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION/INFORMATION

6. REPORTS

a. P. Hall, DFO provided an update on Chinook, Coho, Sockeye, Chum and Herring. This year the Chinook fishery's Total Allowable Catch (TAC) is significantly lower than last year which was 205,000. This was an over forecast. This year's preseason TAC forecast is 127 thousand. Included are 60,000 for the recreational fishery and 6,700 for the Toquaht fishery but the TAC will be adjusted with inseason information. The food and ceremonial fishery is approximately 11,000 pieces. The terminal returns for West Coast Vancouver Island hatcheries is poor returns on 4 and 5 year old fish with better returns for 3 year olds. There is an Area 23 meeting scheduled for May 14, 2015 and they will be looking at lowering the TAC for the larger fish. S. Falconer advised that Robertson Creek Hatchery lost 200 adults in fall of 2014. 100,000 eggs were lost due to the new Chiller System somehow failing. This is being looked into. P. Hall advised that the Canadian Government is still involved with a dispute with the U.S. regarding the Chinook TAC.

Coho

This season's West Coast of Vancouver Island Coho return has mixed forecast signals suggesting opposite things. There is a warm water 'blob' off the coast. This phenomenon is unusual and may be an early stage el nino. The Coho returning who went to sea last year will have experienced this. It is not known yet how this will have affected them. The 'blob' is huge and about 2 or 3 degrees warmer than normal and can have a significant impact. DFO is monitoring. This year the Interior Fraser Coho is the focus on the south coast of BC. There will probably be more restrictive measures. This will impact the West Coast recreational fisheries in retention of Coho and type of gear although this has not yet been determined.

Sockeye

This season's Sockeye pre-season forecast for the Somass is quite good, approximately 700,000 to 1 million. This number will be updated in-season. The Henderson Sockeye forecast is moderate with 25,000 to 45,000 fish. Last year we were disappointed in the return to Henderson. There will be a discussion at

the Area 23 meeting on May 14th regarding Henderson Sockeye and the low snowfall this year. Alternate management strategies will be developed if needed this year. Sockeye are now being caught for food and ceremonial. DFO is optimistic that the First Nations Sockeye agreements will be signed off within the next few weeks.

Chum

There will be a forecast on Chum but this is not available as it has not been finalized. There have been poor returns over the last several year and it looks like the same will be true for this year. Any surplus will be allocated to First Nations food and ceremonial. There is some optimism around Nitinat Lake Chum but we will see what happens. Work is being done to develop a plan.

Herring

There was a 23,244 Herring allocation for West Coast Vancouver Island. There were 2,000 tons for the seine fishery and, 1,000 for Gillnet fishery. The Gillnet fishers were not interested in coming. Seven Seiners and 1 packer came over. They looked at Barkley Sound but the fish were not the quality that they were looking for. They were in Barkley Sound for less than 24 hours with no catch. There was a small First Nation fishery but very little harvest. The Department is looking at some of the science and management aspects of the fishery over the next 3 years. (Herring management framework renewal).

b. D. Chalmers provided an update on the Provincial Seafood Secretariat. Four Ministries will be represented including the Ministries of Agriculture, Forests Lands and Natural Resource Operations, Environment, Aboriginal Relations and Reconciliation. The Terms of Reference is currently being developed. The objective is for the Province to speak with one voice. There will be a central body to address. It is hoped the Secretariat will be together and running sometime this year.

It was suggested that a Letter of Support for the Provincial Seafood Secretariat by the Fisheries Committee would be of assistance. This letter is to be addressed to Barron Carswell, Senior Manager, Intergovernmental Relations.

D. Chalmers advised that the Hake TAC for 2015 is 114,739 metric tons. This is a 2 per cent increase from last year. Out of the 111, 000 TAC last year only 44, 000 fish were landed. The Russian and Ukraine markets have been our largest and with the trade boycotts and political unrest that market has ended. China in now our only market and that is limited. Province representative have recently returned from the Brussels Seafood Show with no orders or interest. Last year there was no interest for joint venture. It is unclear if there is an interest for joint venture for 2015. The Treaty expires in approximately 3 years and if we can't get the fish out of the water it may affect the future Canadian allocation in these negotiations.

In the Shrimp Trawl Fishery by-catch is a big problem. There have been major changes over the years in gear, and this has had huge impact on the fleet's ability to catch the 42 million pounds of shrimp available West Coast of Vancouver Island /Queen Charlotte Island. The By-catch limits are consistently lowered as the biggest by-catch is Eulachon, which is endangered. Now there is strong interest in shrimp from China, but there are only 42 boats catching. Oregon has introduced blue LED lights on the trawl and this has helped lower their by-catch by 90 per cent. In Canada we have a regulation that bans the attraction of fish by the use of lights. An application to set up an experimental fishery to test the use of lights on the west coast could be made and that information could be used to change the regulations but this will take 2 or 3 years.

D. Hall discussed the Salmon Treaty Mitigation Settlement monies. There are c. still approximately 17 to 19 million dollars in the mitigation pot. This money was for Salmon treaty settlement for the loss of harvest for our fishers. Originally there was 29 and half million dollars to mitigate impact on fisherman. 11 or 12 million has been used to buy-back licences. There is a set amount the Government can offer for the buy-back and they cannot offer a higher money amount. This may be an appropriate time to raise the issue with the Minister of Fisheries with alternate suggestions. Originally Areas "F", "G" and "H" were included in the buy-back, Area "H" has now been dropped. The Salmon Treaty re-negotiations are coming up in 2018. Discussions regarding which chapters should be reviewed are just commencing. As DFO is in the early stages it is a good time to talk to them about community interests and involvement in position development. The Commercial Salmon Framework is a good opportunity for the West Coast of Vancouver Island commercial salmon fishers and First Nations to work together. So far two proposals have gone forward to the Minister.

D. Hall reported Herring. Where there was a spawn it was very light. First Nation Chiefs will be meeting in June. It appears they will be opposed once again in 2016 to any Herring Fishery on the West Coast. The DFO model is not trusted.

D. Hall updated the Committee on the continued Fisheries Justification Trial with 5 Nuu-chah-nulth Nations and DFO. The original decision was in 2009. Canada is now arguing that their infringement of the five First Nations rights is justified. Originally Canada estimated they would need 55 days to hear their witnesses but we are on day 35 of the trial and only six witnesses of more than 20 have been heard. The trial is definitely going to take longer than originally scheduled. There will be a recess in July and August. After Canada is finished it is the NTC's turn. The Trial will be moving to Ahousaht for a few days in the Fall and then back to Vancouver. D. Hall would like a letter of support from the Regional District for the economic benefit that this the fishery has had. It was suggested

that Mr. Hall come to an up-coming meeting of the Regional District Board of Directors meeting.

- J. McLeman discussed the need for the Fisheries Committee to be kept updated with regards to halibut specifically the recreational fishery. P. Hall suggested inviting the DFO Sport Fish Manager to a meeting to give an update.
- e. S. Falconer reported that there is new information from genetic testing that the Chinook in the Sproat River are wild. This will have implications for fisheries management in the future. The Barkley Salmon Working Group is just completing a Chinook Risk Assessment on the Somass, Nahmint, Sarita, and Toquart watershed systems. The Assessment includes Very High Risk factors, High Risk factors and Moderate Risk factors for each life history stage and each watershed. The group is conducting a review of the Risk Assessment factors which includes identifying data gaps, working with stakeholder groups and identifying action items for follow up.
- f. Terms of Reference Fisheries Resource Committee

Due to time constraints the Committee will discuss the Terms of Reference at the next scheduled meeting.

MOVED: Director Bennett SECONDED: Director McLeman

THAT the Regional Fisheries Resource Committee receives Reports a-f.

CARRIED

7. **NEW BUSINESS**

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Fisheries Committee recommend to the Alberni-Clayoquot Regional District Board of Directors that a letter be sent to the Minister of Fisheries and Oceans regarding on-going concerns with the use of the Pacific Salmon Treaty mitigation funds:

- Expressing concern at the license price being offered in light of the decline in uptake by industry in the buy back process;
- Asking for an update of expenditures and number of licenses tendered; and suggesting that a new approach be adopted in order to better support the Area G troll fleet in light of expected further catch allocation reductions in 2015.

CARRIED

MOVED: Director Bennett SECONDED: Director Wyton

THAT the Fisheries Committee recommend to the Alberni-Clayoquot Regional District Board of Directors that a letter to be sent to the Minister of Fisheries and Oceans, regarding concern that community interests be represented when Canada develops positions to be taken during the 2018 Pacific Salmon Treaty re-negotiations.

CARRIED

MOVED: McLeman SECONDED: Bennett

THAT the Fisheries Committee recommend to the Alberni-Clayoquot Regional District Board of Directors that a letter be sent to the Minister of Fisheries and Oceans requesting that due to the continued economic and social importance of the Area G Troll Fleet to our communities, a mechanism be developed that continues to take into account their need for access to Coho when Fraser River fishing plans are being developed.

8. **NEXT MEETING**

The next meeting of the Alberni-Clayoquot Regional District Fisheries Resource Committee is to be held on Monday, June 29, 2015 at 10:00 am at the Regional District Office.

It was requested that the Department of Fisheries and Oceans provide an update on the Halibut Sports Fishery at that time.

9. ADJOURN

THAT this meeting be adjourned at 1:00 pm.

Certified Correct:	
Dianne St. Jacques,	· · · · · · · · · · · · · · · · · · ·
Chairperson	

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON THURSDAY, MAY 14, 2015, 10:00 AM

Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

MEMBERS Tony Bennett, Chair, Director, Electoral Areal "C" (Long Beach)

PRESENT: Josie Osborne, Mayor, District of Tofino

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuulu?il?ath Government

STAFF PRESENT: Russell Dyson, Chief Administrative Officer

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:00 am.

The Chair recognized the meeting is being held in the Yuułu?ił?atḥ Government Traditional Territory.

2. APPROVAL OF AGENDA

MOVED: Director Osborne SECONDED: Director St. Jacques

THAT the agenda be approved as circulated.

CARRIED

3. CORRESPONDENCE FOR ACTION

4. CORRESPONDENCE FOR INFORMATION

a. Ocean Networks Canada

Tsunami Detection: WERA Radar Proposal

MOVED: Director St. Jacques SECONDED: Director Osborne

THAT the correspondence for information be received.

CARRIED

5. <u>DISCUSSION</u>

a. Long Beach Airport Production Well

David Dennis, Tla-o-qui-aht First Nation, Dale Redford, Jackie Godfrey, Parks Canada, Al McGill, McGill Engineering were in attendance.

The CAO provided an overview of the Regional Districts exploration for a water source at the Long Beach Airport. A production well has been drilled and tested with cost estimates provided to develop the well and connect it to the water system serving the Airport and the Tla-o-qui-aht communities. The purpose of today's meeting was to discuss the potential for Tla-o-qui-aht First Nation and Parks Canada participation in the costs and access to the supply for short to long terms need.

Both Parks Canada and Tla-o-qui-aht First Nation indicated they were pursuing a supply from Lost Shoe Creek and had no need for water from Long Beach Airport beyond the completion of the project. It is anticipated that construction will start in the next six months. If the Regional District would like to participate in the Lost Shoe Creek it may be possible but it is "the eleventh hour".

The CAO indicated that water supply is at a critical stage right now. The Long Beach supply barely met last year's demands and the Alberni-Clayoquot Regional District is aware that the Tla-o-qui-aht First Nation will be bringing on additional demands this year.

The Chairperson requested that the Tla-o-qui-aht First Nation and Parks Canada confirm whether the Alberni-Clayoquot Regional District may participate a partner or consumer in Lost Shoe Creek water with a timeline for decision. It was requested that this be prepared in writing. Mr. McGill was asked to share any technical information regarding the Long Beach Airport demands and infrastructure with Parks Canada.

MOVED: Director Osborne SECONDED: Director St. Jacques

THAT the brief prepared by Al McGill, McGill Engineering be received.

CARRIED

6. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding West Coast Committee Draft New Terms of Reference.

MOVED: Director Osborne SECONDED: Director St. Jacques THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the Terms of Reference for the West Coast Committee as amended.

CARRIED

7. REPORTS

a. Long Beach Airport Update (verbal) – R. Dyson

MOVED: Director St. Jacques SECONDED: Director Osborne

THAT the West Coast Committee receive Long Beach Airport verbal Update.

CARRIED

b. West Coast Landfill Update (verbal) - R. Dyson

MOVED: Director Osborne SECONDED: Director St. Jacques

THAT the West Coast Committee receive verbal West Coast Landfill verbal report.

CARRIED

8. UNFINISHED BUSINESS

9. <u>LATE BUSINESS</u>

10. ADJOURN

MOVED: Director Osborne SECONDED: Director St. Jacques

THAT this meeting be adjourned 12:20 pm.

CARRIED

Certified Correct:	
Tony Bennett,	Russell Dyson,



Alberni-Clayoquot Regional District Solid Waste Plan Monitoring Advisory Committee – Alberni Valley Meeting Minutes

Meeting Date & Time: Thursday, April 23, 2015 @ 1:30 pm

Location: Alberni-Clayoquot Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

In attendance:

Kris Patterson, Chamber of Commerce Mike Kokura, Electoral Area B Director Lucas Banton, Electoral Area F Director Al McGill, McGill & Associates Wilf Taekema, City of Port Alberni Penny Cote, Electoral Area D Director Janice Hill, ACRD John McNabb, Electoral Area E Director Gary Swann, Public Representative Jerry Kupiak, Suncoast Waste Jack McLeman, City Councillor Keith Wyton, Electoral Area A Director Carey McIver, Carey McIver & Associates Randy Fraser, ACRD

1. Call to Order

Jack McLeman called the meeting to order at 1:30 pm.

2. Adoption of Minutes

The minutes from the February 26, 2015 WC SWPMAC were adopted as presented.

3. ICI Disposal Bans Update (Presentation attached)

Carey McIver provided an update on the OCC (old corrugated cardboard) disposal ban and

- a) Impact of Tipping Fees Removing the OCC from the waste stream (which is approximately 2% of the waste stream) would equal approximately 340 tonnes, would result in a loss of \$22,610 annually. Increasing the tipping fee by \$5 would cover the loss of revenue. The current tipping fee is the lowest on Vancouver Island and the increase of \$5 would still be lower than other municipalities.
- b) Bylaw Amendment It is recommended that Bylaw R1006-5, 2013 should be amended to include OCC in the Prohibited Waste list. There are also other items that should be included in that list, (eg. garden waste, gypsum, metal, recyclable paper, stewardship materials, tires and eventually wood waste). These materials have alternative disposal methods, therefore should not be disposed of in the landfill. Removing these materials will extend the life of

the landfill and reduce methane gas emissions. A proposed bylaw amendment may be for the May 27th Board meeting and be effective July 1, 2015. Phase-in enforcement of threshold and surcharges would begin. A notice would be sent out to all generators and a public education program would also be prepared.

4. Organics Diversion Opportunities Assessment

Carey McIver and Maura Walker provided more information on the Organics diversion opportunities assessment, which will be completed and presented at the June meeting.

There was discussion on quantities of organic waste and if there would be enough for processing it locally as there may be a need for more yard and wood waste. If a backyard burning bylaw was imposed, would that provide the needed yard and wood waste?

Should a campaign on reducing food waste be carried out for a couple of years before heading into an organics collection program? If there were to be a price increase to homeowners for an organics collection program, would this promote backyard composting and reducing food waste?

Al McGill stated that removing the organics from the landfill would reduce methane gas emissions which may keep us from having to install and maintain a gas collection system at the landfill. These systems can be very costly.

Meeting adjourned at 3:30 pm.

Next meeting: June 25, 2015 @ 1:30 in the ACRD Board Room.

Certified Correct

John McNabb, Chair





You are Invited to the 9th annual BC Shellfish & Seafood Festival and Expos'

COASTAL COMMUNITY MAYORS' & CHAIRS' BREAKFAST

Hosted by: Mayor Paul Ives, Town of Comox

Global Advancements in Aquaculture: Environmental, Social, Economic – how farming the seas is changing and why it's good for BC

Guest Speakers:

Mr. Bill Taylor, Owner, Taylor Shellfish Farms, Washington State Ms. Ruth Salmon, Executive Director, Canadian Aquaculture Industry Alliance

> Saturday, June 13, 2015 9 am to 10:30 am Best Western the Westerly Hotel Courtenay, British Columbia Tickets: \$25.00

Sponsored by:
BC Salmon Farmers Association
BC Shellfish Growers Association
Island Coastal Economic Trust
Fanny Bay Oysters

Pre-registration is required and can be done online at the following registration link http://coastalmayorsbreakfast.eventbrite.ca . Special accommodation rates at Best Western the Westerly Hotel.

For a full BC Seafood Expo Passport registration that includes access to seminars, opening reception and the breakfast, visit bcseafoodexpo.com















2015 BC Seafood Expo & Workshop Series

June 13 & 14, 2015

In 2014, the BC Government proclaimed June as BC Seafood Month; no better month to do so thanks to June also being the month of the 9th annual BC Shellfish and Seafood Festival, June 12-21, which has become BC's largest of its kind.

Originally started as a dinner and one day event by the BC Shellfish Growers Association (BCSGA), the Festival has blossomed to be a 10-day extravaganza, with numerous gala dinners & culinary events, producer farm tours, and educational & industry development session - all targeted to west coast seafood enthusiasts and importantly, the larger aquaculture industry.

New for 2015, the BC Seafood Expo and Workshop Series (June 13/14) boasts sessions from 30+ leaders in the fields of aquaculture research and development, companies and government representatives working in exporting and trade, as well as innovation & knowledge mobilization institutions.

The framework takes a page from the Seafood Expo North American and others and is designed to meet the needs of the West Coast aquaculture industry by providing the opportunity to increase expertise, while doing business with buyers, industry innovators & leaders, suppliers, and international reps from throughout North America and Europe.

The event has been developed by Comox Valley Economic Development and industry in recognition of the importance of the seafood sector to BC coastal community regional economies.

Full Expo Passport Registration includes 5 workshops, Keynote luncheon with Dr. John Nightingale, CEO, Vancouver Aquarium, a tradeshow, coupled with the Flying Lobster Extravaganza & Expo Opening Reception and BC Coastal Community Mayors Breakfast. BC Seafood Expo and Workshop information, bcseafoodexpo.com

Saturday, June 13, 2015, Best Western the Westerly Hotel & Convention Centre

9:00 am - 11:00 am	British Columbia Coastal Community Mayors Breakfast Global Advancements in Aquaculture: Environmental, Social, Economic – How farming the seas is changing and why it's good for BC
3:30 – 5:30 pm	BC Seafood Expo Setup
6:00 - 10:30 pm	Flying Lobster Extravaganza & Expo Opening Reception Old House Hotel & Spa Sponsored by Flying Fresh Freight





Industry Session Schedule

Sunday, June 14, 2015, Best Western the Westerly Hotel & Convention Centre

8:45 – 9:45 am	Industry / Consumer Session Registration, Coffee Networking and Expo Opening		
	Exploring the Business of Closed-Containment Aquaculture	Wild Fisheries Trends, Challenges and Opportunities	
10:00 - 11:00 am	 Rob Walker, AgriMarine Technologies Gary Ullstrom, Kuterra Steve Atkinson, Taste of BC Terry Brooks, Golden Eagle Aquaculture 	 Dr. Marc Trudel, Pacific Biological Station, Fisheries and Oceans Canada Dr. Brian Riddell, Pacific Salmon Foundation 	
	7 billion people are coming to dinner; Feeding the World vs Fisheries	Creating & Leveraging Market Demand for Sustainable Seafood in Canada	
11:15 am - 12:15	· Gunnar Knapp, Department of Economics, University of Alaska	 Claire Li Loong, Vancouver Aquarium Marine Science Centre 	
pm	Chefs Industry Session; Procuring, Cooking and Supporting Sustainable Seafood to Drive Business Ned Bell, Four Seasons Hotel and Chefs for Oceans		
12:30 - 2:00 pm		Nightingale, CEO, Vancouver Aquarium sland Pitch Tank	
2:15 – 3:15 pm	How to Get Your Product from Here to There; Cross Border Trade and Distribution Channels to Grow Business William Lee, Pacific Custom Brokers Wendy Nixon, Transport Canada Sandy Moreland, Flying Fresh Freight	 The Evolution of Salmon Aquaculture Wade Kashiw, AKVA Group Ian Roberts, Marine Harvest 	
3:15 – 3:30 pm	Networking Break		
3:30 – 4:30 pm	The Changing Tide; How the Seafood Industry is Adapting to Ocean Acidification Dr. Helen Gurney-Smith, VIU Centre for Shellfish Research Dr. Chris Suttle, Biology Oceanography, Marine Microbiology, Environmental Virology UBC Dr. Stephen Cross, NSERC, SEA Vision Group, Uvic, NIC	European Trade Policies and Seafood Business Opportunities - Alex Martyniak, European Chamber of Commerce in Canada – West	
	Your Product - Export, Distribution & Trade	Ecological Aquaculture; an approach that follows nature's lead	
4:45 – 5:45pm	 Rob Arthurs, Agri-Foods Export Development, Province of BC Marilyn Denton, Foreign Affairs Trade and Development Canada 	· Dr. Steven Cross, NSERC, SEA Vision Group, Uvic, NIC	





Consumer Session Schedule

Sunday, June 14, 2015, Best Western the Westerly Hotel & Convention Centre

8:45 – 9:45 am	Industry / Consumer Session Registration, Coffee Networking and Expo Opening		
10:00 -	Sourcing and Cooking Underutilized Seafood	Oysters 101; Lessons from the Producers and the Oyster Bar	
11:00 am	To Be Announced	· Brian Yip, Taylors Seafood and Fanny Bay Oysters	
11.15	The Future of Shellfish Development in the Baynes Sound Area on VI	Bringing Genomics Home; Do microbes rule the seas	
11:15 am – 12:15 pm	 Moderator; Bruce Jolliffe, Chair, Comox Valley Regional District Electoral A Director Dr. Terry Sutherland, DFO West Vancouver, Baynes Sound Carrying Capacity Project 	· Dr. Curtis Suttle, Biological Oceanography, Marine Biology, Environmental Virology, UBC To Be Announced	
12:30 -	Keynote Lunch Presentation, Dr. John	Nightingale, CEO, Vancouver Aquarium	
2:00 pm	& Innovation Island Pitch Tank		
	Understanding Seafood Certifications and How to Buy Sustainable Seafood?	Understanding the Research Behind Ocean Wise and Seafood Cooking Demo	
2:15 – 3:15 pm	 Lisa Goché, Best Aquaculture Practices (BAP) Division of the Global Aquaculture Grant Warkentin, Cermaq Canada Ltd. Tim Rundle, Creative Salmon 	 Claire Li Loong, Ocean Wise, Vancouver Aquarium Marine Science Centre Ned Bell, Executive Chef, Four Seasons Hotel Vancouver, and Chefs for Oceans 	
3:15 – 3:30 pm	Networking Break		
3:30 -	The Changing Landscape of Sustainable Seafoods; Farm to Fork	Love your Heart; Eat Seafood	
4:30 pm	· Ian Roberts, Marine Harvest	To Be Announced	



Courtenay, BC V9N 2M7



BC Seafood & Expo Workshop Series

June 13 - 14, 2015, Best Western the Westerly Hotel & Convention Centre

First Name: Su		urname:		
			mail:	
Address:		Phone: Posta		
City:	Provi	nce:	Postal/ZIP:	
Registration				
☐ Full Expo Passport			\$200	
Includes: 1 ticket to BC Coastal Community Mayors' & Chairs' Brea		Breakfast, Flying Lobster (•	
		• =	ours; Preferred Accommodation Rates at the	
Best Western, The West	erly Hotel, Official Expo Hotel	·		
☐ British Columbia Coas	tal Community Mayors' & Chairs' Bre	eakfast – June 13 8:00am	\$25	
☐ Flying Lobster Extrava	ganza & Expo Opening Reception at	the Old House – June 13 6	:00pm \$80	
☐ Keynote Luncheon wi	th Dr. John Nightingale, CEO, Vancou	ver Aquarium – June 14 12	2:30pm \$55	
Expo Sessions – June 14	*Please select only one session per	timeslot	\$15 a la carte/incl. with Passport	
10 - 11 am	☐ Exploring the Business of Closed-	Containment Aquaculture		
10 - 11 am	☐ Wild Fisheries Trends, Challenges	and Opportunities		
11:15 - 12:15 pm	☐ 7 Billion People Are Coming to Di	nner; Feeding the World v	rs Fisheries	
11:15 - 12:15 pm	☐ Creating & Leveraging Market De	mand for Sustainable Sea	food in Canada	
11:15 - 12:15 pm	☐ Chefs Industry Session; Procuring	, Cooking and Supporting	Sustainable Seafood to Drive Business	
2:15 - 3:15 pm	☐ How to Get Your Product from He	ere to There; Cross Border	Trade and Distribution Channels to Grow Bus	ines
2:15 - 3:15 pm	☐ The Evolution of Salmon Aquacul	ture		
3:30 - 4:30 pm	☐ The Changing Tide; How the Seaf	ood Industry is Adapting t	o Ocean Acidification	
3:30 - 4:30 pm	☐ European Trade Policies and Seaf	ood Business Opportuniti	es	
4:45 - 5:45 pm	☐ Your Product - Export, Distribution	on & Trade		
4:45 - 5:45 pm	☐ Ecological Aquaculture; An Appro	oach That Follows Nature'	s Lead	
Registration Forms ca	n be scanned and emailed to	Payment Option	ns Total Amount: \$*pre ta	X
geoff@investcomoxvalley.com or faxed to 250-334-2414 Please return form and make cheque payable to:			\square VISA \square M/C \square CASH \square INVOI	CE
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#200-580 Duncan Ave				

For Session and speaker info, registration and other information please see www.bcseafoodexpo.com or email geoff@investcomoxvalley.com or call 250-334-2427



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

May 12, 2015

Dear ACRD Board of Directors,

The Tofino Community Food Initiative is a community-based organization with a mission to increase awareness of food growing and the importance of food security in the Tofino area. Despite being a destination known for its restaurants and food culture, many people are unaware of our ability to grow food - including shellfish - on the West Coast of Vancouver Island. Throughout the year, we host various events such as an Annual Food Garden Tour, a Strawberry Tea, the "Get Dirty" Film Fest, and we operate the Tofino Community Garden (a first on the west coast). We also work closely with the Wickaninnish Community School and have undertaken significant fundraising for their School Garden.

We have very happily discovered that the ACRD has the Alberni Valley Agricultural Plan, and recently, we've been working on a new idea with the ACRD's Agricultural Planning Committee to help bring Alberni Valley-grown food to the West Coast communities. We have recently heard that the consultant's contract is up for renewal and wish to express how deeply grateful we've been for the support of Gardens on the Go (Connie, Anna and Heather) over the last month. With their dedicated help, we were able to come up with a great idea to fill a large void in Tofino's food scene: the lack of fresh produce available to the community of the West Coast, despite the abundance of food grown in the Alberni Valley. Our idea is to connect with local, small growers and farmers in the Alberni Valley and then bring their produce, as a collective, to Tofino to sell at the Tofino Public Market on Saturdays.

With this large project comes the need for experienced help. The combined experience of the consultants and the Agriculture Committee will help us in bridging the gap with farmers, organizing transport, and forming the collective resulting in greater food security for our community. We have recently received a District of Tofino Council grant in the sum of \$2,100 to put towards this project and without the added support of the ACRD Agricultural Planning Committee during the growing season we will be at a loss. Having their support now is imperative to the success of this endeavor.

We thank all the ACRD Board of Directors for taking the time to read our letter and look forward to the great possibilities that lie ahead!

Should you have any questions, please do not hesitate to contact us as tofinolocalfood@yahoo.ca.

Sincerely,

Leah Austin & Cindy Hutchison

Tofino Community Food Initiative Co-Coordinators



FOR IMMEDIATE RELEASE

May 12, 2015

\$100,000 MARKETING PLAN TO BRING INTERNATIONAL MARINE TOURISTS TO REGION

COURTENAY – An extensive marketing and tourism product-development plan funded by the Island Coastal Economic Trust will leverage recent marine infrastructure investments, leading to an expected \$6.4M boost in regional revenues, and creation of 50 new jobs on the Island and Sunshine Coast.

The BC Ocean Boating Tourism Association received a \$30,000 investment from ICET in their nearly-\$100,000 project. This is the second-phase of the Association's strategic marketing efforts, and ICET's funding of both phases builds on their ongoing investments in marine infrastructure across the region.

"The tourist in a boat has very different needs than the tourist in car," said David Mailloux, Chair of the BCOBTA. "No other place recognizes the marine tourism market like we do, and no other place can offer our mix of amenities and wild nature."

As part of the first phase of the BCOBTA project, a detailed new website was developed. Launched on April 15, www.ahoybc.com provides a wealth of information for marine tourists.

In recent years more than \$40M has been invested in marine infrastructure - harbours, amenity areas, and other boat-tourism focused projects - and the time is right for developing the marketing programs that will bring those tourists from around the world to the Island and Sunshine Coast.

"One of ICET's strengths is our ability to identify regional opportunities, and to help communities and organizations leverage the investments from multiple sources," said ICET Chair Phil Kent. "This project will bring the tourists to revitalized marine amenities, many of which are also ICET-funded developments."

As a regional marketing initiative, this project is especially beneficial to smaller and remote communities which may not have capacity on their own for international marketing. Bringing marine tourists to communities around the region creates direct benefits in the hospitality, marine goods and services, recreation, and transportation sectors.

38

Part of the project includes development of a database of businesses in the marine service industry, further adding to the broad economic benefits that accrue from enhanced tourism numbers and connecting to a valued provincial brand –Super, Natural British Columbia.

"Our greatest asset as coastal communities is our wild but civilized coast," said Mailloux. "Creating a long-term, strategic plan that capitalizes on the investments and collaborative marketing opportunities along the coast is good business."

As a high-value tourist population, increased marine traffic is also expected to increase business startup and growth in boat repair, moorage, and other maintenance and technical services.

About the Island Coastal Economic Trust

The Island Coastal Economic Trust is a \$50 million endowment established in 2006 by the Government of British Columbia to help diversify the economies of central and northern Vancouver Island and the Sunshine Coast.

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

Through a community-centred decision-making process, ICET has approved \$49 million for over 130 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$273 million in incremental funding into the region.

A full overview of ICET can be found at www.islandcoastaltrust.ca

-end-

For further information:

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Island Coastal Economic Trust
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line.robert@islandcoastaltrust.ca

Mayor Phil Kent, ICET Chair City of Duncan Tel. 250-709-0186 mayor@duncan.ca

Michael McLaughlin, Project Manager BC Ocean Boating Tourism Association Tel. 604-886-3700 bcobta@ruralfutures.ca



MINISTER OF STATE AND CHIEF GOVERNMENT WHIP



MINISTRE D'ÉTAT ET WHIP EN CHEF DU GOUVERNEMENT



Hon. John Duncan, P.C., M.P.

May 6, 2015

Mrs. Josie Osborne, Chairperson Alberni-Clayoquot Regional District 3008 5th Ave Port Alberni, BC V9Y 2E3

Dear Mrs. Osborne,

Since 2012, our Government has been building momentum toward the 150th anniversary of Confederation with the theme **Strong. Proud. Free**. We continue to commemorate historic nation-building anniversaries and individuals such as the Bicentennial of the War of 1812, the 100th and 75th anniversaries of the First and Second World Wars, the 50th anniversary of the National Flag of Canada, the Fathers of Confederation, Sir John A, MacDonald and Samuel de Champlain. On the Road to 2017, we are building knowledge and understanding of our history and the remarkable story of this country.

Our Government is now launching the *Canada 150 Fund*, a funding initiative that aims to promote Canadian values, culture and history, generate national pride and bring citizens together to celebrate the 150th anniversary of Confederation in 2017. The primary focus of the *Canada 150 Fund* is to support initiatives that will be delivered during the 150th anniversary period in 2017, with special consideration given to initiatives that will both build momentum in the period leading up to the anniversary and have on-going impacts in 2017 and beyond.

The Canada 150 Fund is open to a wide variety of Canadian organizations, including not-for-profit organizations, business corporations (for non-commercial projects), schools and municipalities and their agencies.



The Canada 150 Fund will support activities that:

- Encourage participants to give back to Canada through gifts or time and energy, in ways that leave a lasting legacy;
- Provide Canadians with opportunities to actively participate and/or celebrate together, promoting and building a deeper understanding of Canada, its people and what it means to be Canadian; and
- Recognize and promote exceptional Canadian people, places, achievements and events that continue to shape our country,

Eligible projects under the community-driven activities include:

- Celebratory or commemorative activities and events;
- Community-building activities and events;
- · Sport and active-living activities and events;
- Exhibits, commemorative plaques, monuments and permanent installations;
- · Site dedication ceremonies, interpretive programming and tours;
- · Documentary films, learning materials and activities;
- Theatrical or musical performance; and
- Large-scale artwork contests and projects.

A limited number of high-impact, large-scale projects that are national in scope will be supported through the *Canada 150 Fund* as Signature Initiatives. Projects may be considered as candidates to be Signature Initiatives if they are:

- Specifically designed to celebrate the 150th anniversary of Confederation;
- National in scope and reach;
- Unique and innovative; and
- Participation-oriented.

For more information about the *Canada 150 Fund*, including information on obtaining the Applicant's Guide and application form, please consult the Government of Canada website at www.canada150.gc.ca.

Sincerely,

Hon. John Duncan, PC, MP Vancouver Island North

41

FW: ADSS Forestry, Project Based Learning, and students on Work Experience participate to set a new Guiness World Record for Tree Planting Thursday, May 21, 2015 9:00:48 AM

From: Russell Dyson
Sent: Thursday, May 21, 2015 8:27 AM
To: Wendy Thomson
Subject: FW: ADSS Forestry, Project Based Learning, and students on Work Experience participate to set a new Guiness World Record for Tree Planting

From: Shawn Flynn [mailto:flynnes@shaw.ca]
Sent: May-21-15 7:45 AM
To: Spronken, Chris FLNR:EX
Cc: Josie Osborne: Russell Dyson
Subject: Fwd: ADSS Forestry, Project Based Learning, and students on Work Experience participate to set a new Guiness World Record for Tree Planting

Hello Colleagues and supporters,

Alberni District Secondary school students from the Forestry 12, Sustainable Resources 11, Project Based Learning 9 classes as well as many other students participating in a short Work Experience partnered with Island Timberlands and SD#69's PASS program to help set a new Guinness World Record for the number of the numbertrees planted simultaneously in one hour across North America, exceeding 200,000 in total. Congratulations to all of the students who participated and enjoyed the opportunity to work as a tree planter for the day. ADSS students walked away with all of the awards including the Highballer (most trees planted in one hour); Mackendrick Hallworth (135), the Quality planter award; Conner Girard, and the most trees planted by a team award; Jeffery Hammond, Keagun Selva, James McLeod, Mathis Muller, and Michael Fenn. A very special thank you to Island Timberlands for hosting us and teaching our students about the value of forestry to our communities and to the students who participated for truly representing School District #70 and ADSS in an outstanding fashion.

http://www.sfiprogram.org/media-resources/news/sfi-brings-teams-from-across-north-america-to-break-a-world-record-for-a-cause/

Regards.

Rvan Dvorak ADSS Forestry/Sustainable Resources & Project Based Learning 250-720-1539





Shawn Flynn RPF flynnes@shaw.ca

Shawn Flynn RPF flynnes@shaw.ca



May 8, 2015

Chair Josie Osborne Alberni-Clayoquot Regional District 3008 Fifth Avenue Port Alberni BC V9Y 2E3



Dear Chair Osborne:

Re: 2014 Resolutions

Please find attached the provincial response to the 2014 resolution(s) put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Reiko Tagami, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 115 Email: rtagami@ubcm.ca

Sincerely,

Councillor Sav Dhaliwal

President

Enclosure

WHEREAS the Provincial Police Based Victim Services Program provides valuable support and referral services to victims of crime and trauma in BC communities;

AND WHEREAS the provincial government does not fully fund this program which is affecting the ability for community victim services programs to provide proper services to support our victims of crime:

THEREFORE BE IT RESOLVED that UBCM request the Province of British Columbia to provide adequate funding to support the Police Based Victim Services Program.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Justice

The Ministry of Justice has a funding formula in place to distribute available funding dollars for victim service programs throughout the province. The formula is based on population and was updated in fiscal year 2008/09, which resulted in an average funding increase of 22 percent per program.

Police-based victim service programs are cost shared with local governments in communities that contribute to their policing costs. This cost-sharing approach recognizes the critical role that police-based victim service programs play in police and community response to crime and trauma, particularly around crisis response services.

The Province provides over \$70 million annually in funding for services to support victims of crime including \$12 million for victim service programs, \$16 million for violence against women programs, \$12 for the Crime Victim Assistance Program and \$32 million for transition house services.

WHEREAS there is a shortage of physicians and medical specialists in British Columbia;

AND WHEREAS the Province of BC is recruiting physicians and medical specialists from other countries to practice in British Columbia to address this shortage:

THEREFORE BE IT RESOLVED that UBCM encourage the Province of British Columbia and the BC College of Physicians and Surgeons to allow Canadian students who have obtained a medical degree outside of Canada to do their clinical residency and practice in British Columbia.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Health

Between 2001/02 and 2012/13, the number of physicians in BC grew by 29 percent while the BC population grew by 13.4 percent. There are 236 physicians per 100,000 people in BC and this is third highest in Canada behind Nova Scotia (263 per 100,000 people) and Newfoundland & Labrador (260 per 100,000 people).

Canadians Studying Abroad (CSAs) are considered International Medical Graduates (IMGs) based on where they graduate from medical school. Medical school graduates from outside Canada can apply to become medical residents in BC. Because international medical education varies widely, abilities of all IMGs cannot be assumed and, therefore, must be demonstrated in qualifying rounds of assessment. To ensure patient safety, this evaluation process is thorough and time intensive.

The Ministry is committed to improving access for IMGs. BC and the Medical Council of Canada have made the following policy changes to enable IMG access to Post Graduate Medical Education (PGME) in BC:

1) The Medical Council of Canada recently agreed to allow IMGs to write the Medical Council of Canada Evaluating Examination in their penultimate year, 20 months prior to graduation from medical school;

2) The Medical Council of Canada agreed to administer the National Assessment Collaboration Objective Structured Clinical Exam (NAC OSCE) twice a year in BC starting in 2013 with a spring and fall sitting. This doubles the number of IMGs from 70 to 140 who can take the NAC OSCE and apply to Canadian Residents Matching Service in their final year of medical school; The IMG-BC clinical assessment was reduced from 12 to 8 weeks with a focus on family medicine, the number of positions were increased from 35 to 60, and the assessment is now offered five times a year; and,

3) The number of IMG family medicine residency positions at UBC has been increasing since 2011 with eight new positions each year over five years to an expected 40 new entry-level positions in 2016 for a total of 58 IMG positions. These residency positions are distributed to multiple training sites in BC health authorities.

BC continues to increase the number of residencies and improve the process for IMGs to access PGME.

Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To:

Board of Directors

From:

Russell Dyson, CAO

Date:

November 20, 2014

Subject:

Plan for Communal Meeting Place

Recommendation:

That the Board of Directors of the Alberni Clayoquot Regional District approves the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with:

- 1. All structures to meet BC Building Code
- 2. "Use at own risk" signage is provided
- 3. Material and construction costs are not from public funds
- 4. Future Maintenance and inspection to be performed by ACRD

As outlined in the staff report dated November 20, 2014.

Background:

In the spring of 2013 several owners salvaged a stern from a shipwreck that had washed up at Salmon Beach. They asked the Salmon Beach Manager and some members of the Salmon Beach Committee if it could be relocated to the top of the Salmon Beach boat ramp to create a fish weighing station with a scale, and it was informally agreed upon. It was allowed to be placed in that location and was done so with donated labor and equipment. It was not anticipated that this "fish weighing station" would attract people to congregate at the site; however a concrete pad was poured (only cost to service approx \$650) and log stools were placed in front and behind it and it became a focal point for people to congregate.

ACRD staff were alerted by some concerned owners to the issue and determined that the structure was located on the ACRD License of Occupation 1406360 tenure for the boat ramp area lease. The close proximity of the structure to the boat ramp created a conflict and safety concerns by staff and owners.

It was made clear to the owners through email and at the annual public meetings that the "The ACRD only supports use of this tenure for boat launching and maintenance of the boat launching facilities. Any further use or construction without the Regional District's consent would not be supported."

It was kept temporarily in its current location until a better location could be approved or until the boat ramp widening project is completed. Information was provided that the area was not to be frequented as a social meeting place while the boat ramp is in use.

Summary:

A vote was taken at the 2014 Fall General Meeting – Budget Discussion and Approval by the owners for support to relocate the meeting place. It was proposed that it could be relocated to the ACRD's lot 10 adjacent to the boat ramp (see attached drawing) and build stairs leading down to the beach level where a 2' high and 20' x 20' area deck would be constructed to BC Building Code standards; by volunteers with donated funds. The vote passed with 28 votes for and 21 votes against.

Financial

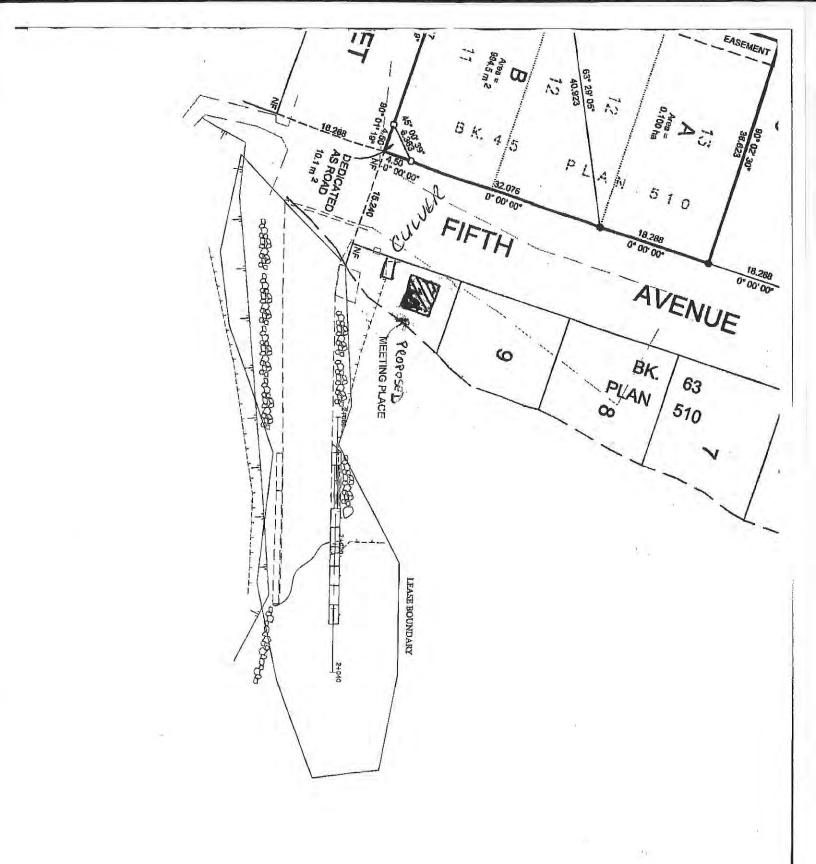
There are no costs estimated for the service other than inspection and future maintenance.

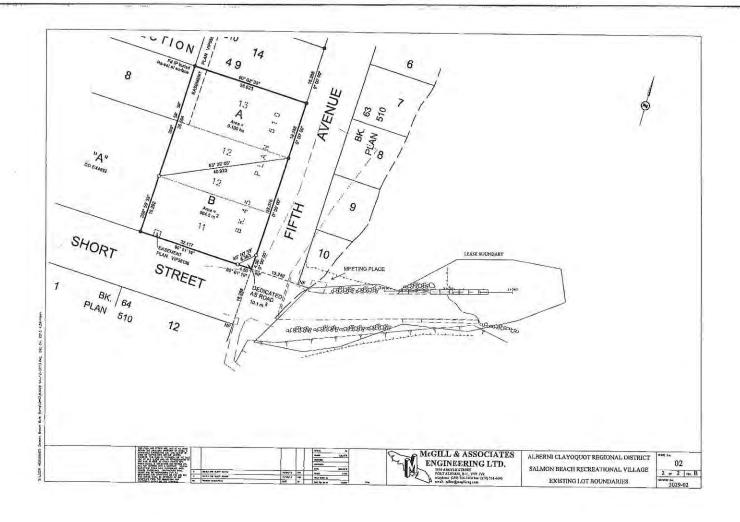
Timeline

The new deck would be built at the volunteers scheduling likely early in 2015.

Approved by:

Bussell Dyson, Chief Administrative Officer





Russell Dyson

From:

RON MCKINLAY [rmckinlay@shaw.ca]

Sent:

January-14-15 12:26 PM Russell Dyson

To: Subject:

Salmon Beach meeting place

Mr Dyson

After reading the agenda for this afternoons meeting I have some concerns with the Salmon Beach Meeting place.At a meeting I attended on August 31 2014 there was a discussion about the community gathering place.At that meeting we were told that It need to be moved and that there is a new proposed location.Also at that meeting we were told that the cost of moving and upkeep for the meeting place would not be funded by Salmon Beach owners it would be covered by donation. But after reading the Request for Decision it is clear that yes the move is to be covered by donations but future maintenance is to be covered by ACRD funds.After looking at the location of the proposed site I feel when we have a storm combined with a high tide their will be damage done and do not feel we should be responsible for the incurred costs of the repairs. With this being said I cannot support this request in it entirety.If it is no cost to the tax payers of the ACRD I have no opinion.

Thanks for your attention Ron McKinlay 1041 Seventh Ave Salmon Beach

Russell Dyson

From:

Sent:

January-14-15 10:47 AM Russell Dyson

To:

Subject:

Salmon Beach meeting place

Dear Mr. Dyson

I have just read the agenda for tomorrow's ACRD board meeting and your recommendation for the meeting place. I feel that the historical information on the original meeting place is misleading yes you could weigh your fish there but the intent from day one was for it to be a place to meet and drink and was called the Wrecker Bar. That being said I attended the lots owners meeting where this was voted on and we were told there would be no cost to lot owners but according to this recommendation the cost of construction will not come out of taxes but if I am reading the recommendation properly any future inspection and maintenance will and for where they want to put this there will probably be a lot of maintenance.

I am against this new meeting place if there will be any cost to the lot owners at any time.

Salmon Beach

I request that my name be kept confidential

Sent from my iPad

Board of Directors Alberni-Clayoquot Regional District 3008 5th Avenue Port Alberni, BC V9Y 2E3

RE:

Board Meeting January 14, 2015

Plan for Communal Meeting Place, Salmon Beach

Dear Sirs & Madams,

We have reviewed the Staff Report dated November 20, 2014 regarding the Plan for Communal Meeting Place at Salmon Beach.

The Report includes a plan by McGill & Associates Engineering that shows the location of the existing "Meeting Place" relative to the boundaries of Lot 10.

A second sketch is a rough drawing that shows a "Proposed Meeting Place" on Lot 10. This sketch does not appear to have been prepared by a BC Land Surveyor or a Professional Engineer, and may not correctly show the features on the site.

The bank of Fifth Avenue is steep rip-rap which extends to, and possibly past, the natural boundary of Lot 10.

The Staff Report Summary refers to "... build stairs leading down to the beach level where a 2' high and 20' x 20' area deck would be constructed ..."

When we viewed the site in June 2014, there were stakes and flagging marking the proposed location of the Meeting Place, which appeared to be seaward of the bottom of the rip-rap bank and amongst the driftwood on the beach.

The Staff Report Summary and the location of the stakes and flagging indicate the proposed location is on the beach. This raises serious concerns regarding:

- whether the proposed location of the Meeting Place is on Lot 10 or on the Crown Foreshore
- the structural stability of a structure located on the beach below the natural boundary and subject to the action of the sea.

The potential costs and liabilities to the Salmon Beach Association and the ACRD could be significant if the proposed Meeting Place is not located and engineered appropriately.

We would suggest that it would be prudent for the Board of Directors to table this Request for Decision until the applicant can submit:

- a site survey with elevations showing the location of the boundaries of Lot 10, the rip-rap bank, and the location of the proposed Meeting Place
- engineered drawings to show details and structural stability of the proposed Meeting Place.

Yours truly, Electronic Signatures

Julie Brix 1182 7th Avenue Salmon Beach Ken Kyler, BCLS JE Anderson & Associates Box 247, #203 - 177 Weld St Parksville, BC, V9P 2G4 250-248-5755

MAY 11'15.

TO WHOM IT MAY CONCERN

Arry: ACRS.

RE: SALHON BEACH "MEETING PLACE" MEETING MAY 13, 2015 c 1:30

Upon finding out mon may 11, 2015 about the meeting taking place MAY 13/15 WE, owners of SALMON BEACH BC.

are mable to attend,

WE Would however like to let you know that WE ARE APPOSSED TO ANY of one TAX PAYERS money going towards the construction and or maintainance of the 50 called "HETTING PACE" ather wise know as the BAR AT THE BOAT RAND."

Tracy Bond

Subject:

FW: Salmon Beach "community meeting place"

tonben1@telus.net

Sent: Tuesday, May 19, 2015 4:28:28 PM

Subject: Salmon Beach "community meeting place"

Tony Bennett

Alberni Clayoquot Regional District

Hi Tony

I attended the meeting this last weekend at Salmon Beach and must voice my objections to the open vote for the "community meeting place".

Holding this vote as a show of hands made people vote "yes" with their friends rather than voting "no" as many felt.

Many people at the meeting requested a ballot vote for this reason. I believe that if it had been a ballot vote the numbers for and against would have been quite different. 36 voted yes, some of them from the same lots, so less than 36 people deciding on spending for 400 lot owners? That is less than 10%, not democratic.

As a lot owner that does spend quite a bit of time at Salmon Beach I strongly object to the "Community meeting place" being built.

Really let's call it what it actually gets used as in its previous rendition "the wrecking bar". It is nothing more than a place to gather and consume alcohol.

I have never walked pass the wrecking bar with three or more people gathered there and not witnessed people drinking alcohol.

Commonly last year someone would arrive at the wrecking bar on their quad, with beer, and sound off an air horn to call others to the bar.

I don't have a problem with someone taking a beer to the beach while they watch their kids play in the sand. But this is not the same.

Salmon Beach has a community gathering place location already, it is called the community park.

Group drinking belongs on private property.

Regardless of the volunteers that may pay for and build this new structure, Salmon Beach history being what it is, the community will end up footing the bill in the end for maintenance and liability.

As a lot owner, I do not want to pay for this.



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Alberni-Clayoquot Regional District Board of Directors

From: Tracy Bond, Administrative Assistant

Meeting Date: May 27, 2015

Subject: USE OF PACIFIC SALMON TREATY MITIGATION FUNDS

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the Minister of Fisheries and Oceans regarding on-going concerns with the use of the Pacific Salmon Treaty mitigation funds:

- Expressing concern at the license price being offered in light of the decline in uptake by industry in the buy back process;
- Asking for an update of expenditures and number of licenses tendered; and suggesting that a new approach be adopted in order to better support the Area G troll fleet in light of expected further catch allocation reductions in 2015.

Summary:

The Alberni-Clayoquot Regional District Fisheries Resource Committee would like to see the remainder of the Pacific Salmon Treaty Mitigation Funds used to compensate the Area G troll fleet for their losses since the Treaty with the US was signed.

Background:

When Canada and the US originally signed the Pacific Salmon Treaty US compensation was thirty million, of which twenty-nine and a half million dollars was to mitigate the impact on fishers through the buyback licenses from Areas F, G, and H. The Area G troll fleet has sustained the greatest losses. It is reported there is currently between seventeen and nineteen million dollars left remaining with very few licences being bought back, and the price being offered is an issue. The Fisheries Resource Committee is concerned with what will happen to the balance of these funds and want to ensure it is used for more direct compensation for the loss of harvest rights suffered by the Area G troll fleet.

Time Requirements – Staff & Elected Officials:

Mini	mal
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Financial:

Minimal

Submitted by:	Hacy Bord
	Tracy Bond, Administrative Assistant

Approved by:

Russell Dyson, Chief Administrative Officer



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Alberni-Clayoquot Regional District Board of Directors

From: Tracy Bond

Meeting Date: May 27, 2015

Subject: 2018 Pacific Salmon Treaty re-negotiations

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the Minister of Fisheries and Oceans, regarding concern that community interests be represented when Canada develops positions to be taken during the 2018 Pacific Salmon Treaty re-negotiations.

Desired Outcome:

That the Federal Government develop their positions taking into consideration community interests during the 2018 Pacific Salmon Treaty Re-negotiations.

Summary:

It would be beneficial for West Coast of Vancouver Island communities to have input in the 2018 Pacific Salmon Treaty re-negotiations. Canada is in the early stages of reviewing which chapters of the Pacific Salmon Treaty should be reviewed. The timing is good for community interests to be brought forward for the Government's consideration.

Background:

The Pacific Salmon Treaty (PST) with the US is up for re-negotiation in 2018. For many years the PST has defined the relationship between the US [Alaska/Washington/Oregon] and Canada with regard to all matters dealing with all species of Pacific salmon. Changes in this Treaty can have profound impacts on the BC salmon catch and economics of the industry. All too frequently the positions taken by Canada are arrived at without fully understanding the consequential impacts on remote BC communities.

Time Requirements – Staff & Elected Officials:

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Financial:

Minimal

Submitted by:	I Wacy Bond
,	Tracy Bond, Administrative Assistant
Approved by:	

Russell Dyson, Chief Administrative Officer



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Alberni-Clayoquot Regional District Board of Directors

From: Tracy Bond

Meeting Date: May 27, 2015

Subject: Area G Troll Fleet Access to Fraser River Coho

Recommendation:

THAT Alberni-Clayoquot Regional District Board of Directors send a letter the Minister of Fisheries and Oceans requesting that due to the continued economic and social importance of the Area G Troll Fleet to our communities, a mechanism be developed that continues to take into account their need for access to Coho when Fraser River fishing plans are being developed.

Desired Outcome:

That the Area G Troll Fleet be given some access to Fraser River Coho when there is an abundance of fish returning to the Fraser River.

Summary:

There is concern that the low abundance of Chinook on the West Coast of Vancouver Island this season will further reduce the Chinook catch and hence income for the Area G Troll fleet. Some access to Coho would assist this fleet and by extension our communities. It would help if the Area G troll fleet had access to the Fraser River Coho should there be abundance passing the West Coast of Vancouver Island.

Background:

This season will be yet another challenge to the 100 or so boats left in the Area G fleet. Despite DFO long term efforts to remove them there are a group of committed fishers who refuse to abandon the fishery and they need our on-going support to survive.

Time Requirements - Staff & Elected Officials:

Minimal

Financial:

Minimal

Submitted by:	Macy Bond
	Tracy Bond, Administrative Assistant

Approved by:

Russell Dyson, Chief Administrative Officer



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

From: West Coast Committee/

Wendy Thomson, Manager of Administrative Services

Meeting Date: May 27, 2015

Subject: West Coast Committee Terms of Reference

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the terms of reference for the West Coast Committee as presented.

Desired Outcome:

To approve a new terms of reference for the West Coast Committee.

Background:

The ACRD Board of Directors has instructed staff to update and or develop terms of references for all Regional District committees.

Regional District's may establish various committees to assist the Board in decision-making processes. There are three types of committees: standing, select and advisory.

Standing Committees are permanent bodies primarily made up of Directors that are established by the Chairperson to provide regular, ongoing advice to the Board on different areas of business, activities and services.

Select Committees are temporary, time-limited bodies that are established by the Board to provide advice on a particular issue or initiative that arises. Once the issue is dealt with, the select committee is dissolved.

Advisory Committees are made up primarily of community volunteers and assist with the delivery of regional district services, providing input on community interests related to a specific service.

The West Coast Committee met on May 14th and reviewed the new draft terms of reference. The Committee recommends the ACRD Board approve the attached terms of reference.

<u>Time Requirements – Staff & Elected Officials:</u>

Some staff time required to update and or develop terms of references for the Regional District's 17 Committees.

Policy or Legislation:

The Local Government Act, Community Charter and ACRD Procedures Bylaw A1075 applies.

Submitted by:

Wendy Thomson, Manager of Administrative Services

Approved by:

Russell Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional District

Terms of Reference West Coast Committee

1. Purpose

1.1 The West Coast Committee has been established to consider issues and to make recommendations to the ACRD Board pertaining to services paid for by one or more of the following areas within the region: District of Tofino, District of Ucluelet, Long Beach and Yuułu?ił?atḥ Government.

2. Duties/Mandate

- 2.1 The West Coast Committee is a standing committee of the Board that will assist the Board with decision making including budget, policy, infrastructure needs and any other issues relating to the following services:
 - West Coast Waste Management
 - Long Beach Airport
 - Long Beach Emergency Planning
 - Long Beach Bike Path
 - West Coast Multiplex
 - West Coast Health Services
- 2.2 The Committee will explore, consider and make recommendations to the Board on possible future services within the areas defined in section 1.1.
- 2.3 The Committee will provide the Board with regular, ongoing advice on different activities and services with the areas defined in section 1.1
- The Committee will be a forum for dialogue among the communities of the West Coast. The agenda will include a round table for community updates.

3. Membership

- 3.1 Membership on the Committee is as follows:
 - One (1) Director elected to the Board representing Electoral Area "C" Long Beach, or his/her alternate

- One (1) Director appointed to the Board from the District of Tofino, or his/her alternate
- One (1) Director appointed to the Board from the District of Ucluelet, or his/her alternate
- One (1) Director appointed to the Board from the Yuułu?ił?atḥ Government, or his/her alternate
- Non-voting ex-officio Members One (1) each representative the following organizations:
 - 1. Pacific Rim National Park
 - 2. Tla-o-qui-aht First Nation
 - 3. Ahousaht First Nation
 - 4. Hesquiaht First Nation
 - 5. Toquaht First Nation

4. Appointment and Term

- 4.1 The appointment and term of Committee Members coincides with the Directors appointment or elected term on the ACRD Board of Directors.
- 4.2 Committee appointments are confirmed by the Chair of the Board at the Regular ACRD Board of Directors Meeting in January of each year.
- 4.3 The Chair of the Board may appoint persons who are not Directors of the ACRD Board to the Committee as ex-officio non-voting Members. These Members sit without remuneration. The ACRD Board may consider reimbursement for travel expenses for ex-officio non-voting Members upon recommendation from the Committee.
- 4.4 The Chair of the Board will confirm appointments from the non-voting ex-officio Members with their organizations in January of each year.

5. Committee Chair

5.1 The Committee will elect a Chair and Vice-Chair from amongst its Members at the first meeting of each year.

6. Meeting Procedures

- 6.1 Meetings of the Committee shall be held quarterly or at the call of the Committee Chairperson. The yearly Committee meeting schedule will be developed and approved by the Board at the first Board meeting in January of each year.
- 6.2 A quorum for a meeting of the Committee shall be the majority of the voting Members of the Committee.
- 6.3 Meetings of the Committee shall be conducted and held in accordance with the Regional District's Procedure Bylaw.

7. Reporting to the Board

- 7.1 The Committee Chair will report to the ACRD Board on the activities of the Committee.
- 7.2 Recommendations from the Committee to the Board must be adopted by the Committee prior to presentation to the ACRD Board.

8. Resources

- 8.1 On behalf of the Committee, the CAO or his/her designate will provide advice and professional assistance to the Committee including writing letters, preparing reports to the ACRD Board.
- 8.2 ACRD Administrative staff will provide support to the Committee including preparing agendas, recording the minutes of meetings and ensuring Committee agenda's, minutes etc. are circulated electronically to all Members.

Approved by the ACRD Board:	
Revised by the Board:	

Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

From: Russell Dyson, CAO

Meeting Date: May 27, 2015

Subject: Proposal for Engineering Services-Assessment of Tseshaht First Nation Water System for

Expansion to Bell & Stuart Roads

Recommendation:

THAT the Board of Directors of the Alberni-Clayoquot Regional District proceed with the evaluation of the Tseshaht First Nation water system to determine feasibility of servicing the Bell/Stuart roads area of Electoral Area "D" (Sproat Lake) as outlined in the McGill and Associates proposal for a cost of \$3,500.00 funded by the General government Services, Survey, Studies, and reports.

Background:

The Regional District has been evaluating the feasibility of providing water to Bell/Stuart roads. An engineer's study has outlined the regional infrastructure and cost. A request for the Tseshaht First Nation to consider providing water was made and they ask that the Alberni-Clayoquot Regional District undertake this study of their water system to confirm supply can be provided. The City of Port Alberni will also be consulted before the question is put to the residents whether to establish the service and proceed with construction.

Time Requirements – Staff & Elected Officials:

Minimal. Work to be completed by McGill and Associates and then a meeting hosted by the Alberni-Clayoquot Regional District to share the legalities with the Tseshaht First Nation with the Area Director participating.

Financial:

\$3,500.00 plus GST from General Government Services, Survey, Studies and Reports. The 2015 Budget has \$30,000.

Approved by:

Russell Dyson, Chief Administrative Officer

McGILL & ASSOCIATES ENGINEERING LTD.



4610 Elizabeth Street, Port Alberni, BC V9Y 6L7 Phone 250-724-3400

May 21, 2015

Our Ref #P2014-019

Alberni Clayoquot Regional District 3008 Fifth Avenue Port Alberni, B.C. V9Y 2E3

Attention:

Russell Dyson

Chief Administrative Officer

Re:

Proposal for Engineering Services

Assessment of TFN Water System for Expansion to Bell & Stuart Roads

Dear Mr. Dyson:

McGill & Associates Engineering Ltd. (MAEL) is pleased to provide the following fee proposal to assess the Tseshaht First Nation's Water Distribution System in order to determine its ability to provide water to the neighbourhood to the northwest of Tsahaheh IR#1 as well as meeting the Tseshaht First Nations (TFN) future needs. MAEL has extensive experience working with both the TFN and the Alberni Clayoquot Regional District (ACRD).

Project Description

On behalf of the residents of the Bell and Stuart Road area (Bell Road), the ACRD has investigated the available options for developing a community water system to replace the private wells that currently service the area. In 2014, a report prepared by MAEL found that the preferred option for supplying water to Bell Road was via a connection to the existing Tseshaht First Nation water system.

The Tseshaht Council agreed to consider allowing the connection, provided that the ACRD undertake an assessment of the capacity of the existing TFN system and note any potential impacts on the system's ability to meet the new and future demands. This proposal is in response to the ACRD's request to carry out that work.

Scope of Services

This Proposal is based on the findings of the Bell Road report along with communications that have followed with ACRD staff. The scope of work will include:

- Review the current system, including all previous reports.
- Assess the impact of expanding the TFN water System to serve the Bell Road Area
- Consult with the TFN to identify their future needs.
- Prepare a short summary report on results of modelling.

3. Proposed Methodology

The Tseshaht Water System is supplied with treated water from the City of Port Alberni, which is pumped into storage reservoirs located near the Pacific Rim Highway. These reservoirs supply the residents of Tsahaheh IR#1 with potable water and fire protection. These components of the TFN system have been compiled in a computer water model which allows the pipe flows, system pressures, and fire protection to be calculated. This model will be updated to determine the impact of the Bell Road expansion.

A significant upgrade of the Tseshaht Water System was carried out in 1998, with improvements to the distribution mains along the Pacific Rim Highway, a new pump station, and additional water storage capacity. MAEL will obtain the Design Briefs and Operations & Maintenance documentation from AANDC in order to confirm the capacity of the pumps and storage components of the system.

The projected water demands of the Bell Road expansion, in addition to the future TFN water demands, will be added to the computer model of the TFN water system, and the system will be modelled under average day, maximum day, and peak hour conditions, in order to identify any areas of low pressure caused by the additional demand.

The capacity of the existing water storage reservoirs will be assessed to determine if they comply with the AANDC design guidelines given the additional volume required to provide fire protection to the Bell Road area.

Finally, the TFN Water System is supplied by water under the terms of an agreement with the City of Port Alberni. The terms of this agreement will be reviewed to determine if there are any implications that would result from the additional demand of the Bell Road area.

The findings from this assessment will be summarized in a Report to be submitted to the ACRD and to the Tseshaht First Nation. The Report will summarize the major components of the TFN Water System and identify their limitations, comparing them to the projected requirements that would result from servicing Bell Road.

If it is found that the existing capacity is insufficient for the expansion, further work to this proposal would be required to analyze options and determine costs.

4. Company Credentials

McGill & Associates Engineering Ltd. (MAEL)

MAEL provides a diverse range of services specializing in solutions for technical problems at remote sites. A full range of civil engineering consulting services is provided including infrastructure work, commercial structures and earthwork projects. Our staff is comprised of three full time engineers together with contract engineers and a support staff of seven.

5. Project Team and Relevant Experience

4.1 Introduction

Based on previous experience, we believe our firm is especially well qualified to complete this project for the ACRD. Having provided engineering services to both the Tseshaht First Nation and the ACRD, we already have a detailed understanding of the issues that are faced. In addition, we have the expertise that comes with years of experience with water systems of all types and can offer the following benefits to the project:

- A broad background and extensive experience in water systems planning, particularly in smaller communities.
- Demonstrated experience in designing water infrastructure.
- An ability to quickly determine viable technical options.
- A proven record in providing successful engineering designs, reliable cost estimates and cost-benefit analysis for the ACRD.
- Familiarity with the latest design guidelines and the requirements of AANDC.
- A reputation for high caliber reports, both in terms of format and the use of understandable language.
- A proven record of corporate and individual commitments to each project.

One compelling reason for selecting an engineering consultant for any project should be the qualifications of the staff assigned. We believe that our project team is qualified to complete this project for the ACRD, and fulfills the above requirements.

4.2 The Project Team

The Project Team engineers all have experience particularly relevant to the required work. This will ensure a cost-effective, technically excellent project. Members are well known to the ACRD from previous projects.

Brad West, P. Eng. will be responsible for the overall direction and supervision of the project.

The *Project Manager* will be Mike Lange, P. Eng. of McGill & Associates Engineering Ltd. He will direct the engineering work program, be responsible for quality control in maintaining the high standards we are known for. Mike will also be responsible for preparation of the report.

The Project Team will be assisted by other experienced engineers in our firm, designers, Technicians and support staff on an as-required basis.

6. Fees

McGill & Associates Engineering Ltd. proposes to complete our services as outlined above within a fixed fee of \$3,500 + GST.

7. Schedule

Upon acceptance of this proposal, we will proceed with the assignment. We estimate the work will take two to three months depending on the findings of the report, and turnaround time for the review process by the ACRD. The Report will be complete by August 21, 2015.

8. Agreement

If you are in agreement with our proposal please sign the acceptance as noted below and return one copy.

We look forward to working with you on this project and ask that you contact the undersigned if you have any questions regarding the proposal.

Yours truly, Accepted by:

For McGill & Associates Engineering Ltd.

Alberni Clayoquot Regional District

Mike Lange, P. Eng.



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Russell Dyson, Chief Administrative Officer; and

Regional Board of Directors

From: Alex Dyer, Planner

Meeting Date: May 27, 2015

Subject: Log Train Trail Industrial Access Permit – Todd Thompson

Recommendation:

1) THAT the Board of Directors provide a letter of support for a five (5) year extension of an Industrial Access Permit for Todd Thompson to access the Log Train Trail for log hauling and related forestry activities subject to confirmation that the ACRD is covered by the applicants third party liability insurance.

Desired Outcome:

That the Board of Directors provide a letter to the Ministry of Transportation and Infrastructure supporting a five (5) year extension of an industrial road access permit application for Todd Thompson to access the Log Train Trail from the end of Woolsey Road for the purposes of transporting logs to support his woodlot logging operations.

Summary:

Todd Thompson has applied for an extension of his Industrial Access Permit from the Ministry of Transportation and Infrastructure to access the Log Train Trail from the end of Woolsey Road for log hauling and related forestry operations. The Ministry has referred the application to the ACRD to review for concerns or conflicts with recreational users of the trail corridor.

Background:

The portion of the Log Train Trail accessed from the east end of Woolsey Road has been used intermittently over the last number of years for hauling logs from forestry operations. Todd Thompson has been using the road intermittently in recent years to support his woodlot operations in the area. An access permit to support their woodlot operations was first given to the Thompson family by the Ministry in 1997 upon application to the Ministry of Transportation. The Log Train Trail Committee considered the request to use the trail in 1996 and conditionally supported the access permit at the time.

Ministry of Transportation staff inspected the site and have no concerns with the condition of the road. There was an issue with vehicle access through a cleared area around the locked gate on Woolsey Road. This has since been resolved by the placement of large rocks to impede motor vehicle access.

<u>Time Requirements – Staff & Elected Officials:</u>

Minimal staff time to draft the letter of support.

Financial:

The ACRD leases the Log Train Trail for use as a trail corridor and has completed improvements to the trail which may provide some level of ownership in terms of the liability risk. Todd Thompson will carry liability insurance for his logging operations but to ensure that the ACRD is covered with respect to liability as a result of logging operations the ACRD must be included in the company's third party liability insurance policy. It is recommended that this be a condition of support for the access permit application.

Policy or Legislation:

The Log Train Trail is a gazetted road right-of-way owned by the province under the authority of the Ministry of Transportation and Infrastructure. The ACRD holds a non-exclusive lease from the Ministry to use the right-of-way as an interim recreational trail corridor.

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Reviewed by:

Mike Irg MCIP, Manager of Planning and Development

Russell Dyson, Chief Administrative Officer



File: 01 002 27991

July 9th, 2008

Art Thompson & Todd Thompson 7055 Bainbridge Road Port Alberni BC V9Y 8M4

Re: Fermit #27991 - Log Train Trail

The attached permit is not valid until it bears the signature of both you and the designated Ministry official. Please sign to indicate your acceptance of the conditions and return the permit to this office by mail or fax (250) 751-3289. A signed copy will be returned to you once we receive your acceptance.

Thank you for your prompt attention to this matter. Should you have any questions, please do not hesitate to contact this office at 250-751-3246.

Yours truly,

Tim Silbernagel

District Development Technician

Miles Dariburn'

T\$/vf Attach ranaportation

Permit/File Number VI-01 002 27991

Vancouver Island

PERMISSION TO CONSTRUCT, USE, AND MAINTAIN ACCESS TO A PROVINCIAL HIGHWAY

X	PERMIT PURSUANT TO TRANSPORTATION ACT
	AND/OR
	CERTIFICATE PURSUANT TO SEC. 5 OF INDUSTRIAL ROADS ACT

BETWEEN:

The Minister of Transportation

VANCOUVER ISLAND DISTRICT 3" FLOOR - 2100 LABIEUX ROAD NANAIMO BC V9T 6E9

("The Minister")

AND:

Art Thompson and Todd Thompson 7055 Bainbridge Road, Port Alberni, BC V9Y 8M4

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the industrial Roads Act;
- B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

Access to Wood of 0011

C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

- 1. The particulars of the permission granted herein are as follows:
 - A. LOCATION

Between approximately kilometer 15.1 and 20.0 of the Log Train Trail, Port Alberni, BC

B. CONSTRUCTION AND INSTALLATIONS

H00218 (2005/01)

Page 1 of 5

Construction and use of six (6) nine (9) meter wide temporary block access roads between approximately km 15.1 and 16.5 of the Log Train Trail plus upgrading of the Log Train Trail Road between approximately kilometer 15.1 and 16.5 with road surfacing and widening, brushing, cross drain culvert installations, ditching and the installation of two within one year of construction.

C. AUTHORIZED ACTIVITIES

Road construction, appraising, use, maintenance and de-activation.

D. OPERATION AND MAINTENANCE

Permission is also given to use and maintain the Log Train Trail Road between approximately kilometer 15.1 and 20 for the hauling of logs and associated logging equipment. To be left in good condition upon termination of use.

all of which together are he einafter referred to as "the Use".

2. The Use shall be carried out according to the following drawings and specifications, which are attached and shall be considered to be a part of this permit:

Thompson Woodlot 0011 Forest Development Map 2002-2011 (Amendment #2)

Log stringer bridge generic design drawings by Hayes Forest Services Limited (dated July 7,2008)

3,	(a) The rights granted under this permit shall not be exercised before	2008-07-09	
	(b) The Construction and installations must be completed on or before	2013-07-09	· ************************************

- Exceptions: In-stream works to be completed by Sept 15,2008
- 4. The Minister shall designate an official ("the Designated Ministry Official") who shall act as the Minister's agent in the administration of this permit in the manner hereinafter set out:
- 5. The Use shall be carried out according to the reasonable satisfaction of the Designated Ministry Official.
- 6. The Permittee will at all times indemnify and save hamless Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Transportation, and the employees, servants, and agents of the Minister from and against all claims, demands, losses, damages, costs, liabilities, expenses, fines, fees, penalties, assessments and levies, made against or incurred, suffered or sustained by any of them, at any time or times (whether before or after the expiration or termination of this permit) where the same or any of them are sustained in any way as a result of the Use, which indemnity will survive the expiration or sooner remination of this permit.
- 7. The Permittee shall make diligent attempts to determine if there are other users of the right of way in the vicinity of the Permittee's location whose usermay be affected. It shall be the responsibility of the Permittee to contact any such users before exercising any of the rights granted hereunder and to attempt to reach an accommodation.
- 8. The Minister shall take reasonal le care to do as little damage or interference, as possible, to any Use authorized by this permit in the carrying out of the construction, extension, alteration improvement, repair, maintenance or operation of any work adjacent thereto, but the Minister shall not be responsible for any damage regardless.
- 9. The Minister at the absolute discretion of the Minister may, at any time, cancel this permit for any reason upon giving reasonable notice; provided, however, that in the case of default by the Permittee or in the case of an emergency no notice shall be necessary. The Minister shall not be liable for any loss incurred as a result of permit cancellation.
- 10. Placing of speed arresters on the access (or accesses) or in the Permittee's property without the prior consent in writing of the Designated Ministry Official shall render the permit void.

11. This permit cancels and replaces	N/A

H00218 (2005/01)

- 12. The Permittee shall be responsible for replacing any survey monuments that may be disturbed or destroyed by the Use.

 Replacement must be by a Braish Columbia land surveyor at the Permittee's expense.
- 13. The Permittee shall remove any mud, soil, debris, or other foreign material tracked onto the highway from the access authorized herein. Such removal shall be at the Permittee's expense and shall be done at any time the material unduly inconveniences traffic and, in any event, daily.
- 14. The Permittee acknowledges that the issuance of this permit by the Minister is not a representation by the Minister that this permit is the only authority needed to carry out the Use. The Permittee shell give deterence to any prior permission given for use of the right of way in the vicinity of the permit area, shall obtain any other permission required by law, and shall comply with all applicable laws regardless of their legislative origin.
- 15. At the end of the term of this permit, or when the permit is carcelled or abandoned, the Permittee shall, if so requested by the Minister, remove all installations and shall leave the site as near as reasonably possible in the condition it was in before this permit was issued or such other condition as shall reasonably be required by the Designated Ministry Official. If the Permittee refuses to comply with these obligations, the Minister may perform them as required and the Permittee shall be liable to the Minister for the costs of doing \$\display\$0.
- 16. The rights granted to the Permittee in this permit are not assignable without the consent of the Minister.
- 17. The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on Page 1.
- 18. The Permittee shall take all reasonable precautions to attempt to ensure the safety of the public in connection with the Use. In particular, but not so as to limit this obligation, the Permittee shall, if so required by the Designated Ministry Official on reasonable grounds, prepare and implement a traffic control plan. The contents of the plan and the manner in which it is implemented must meet the reasonable satisfaction of the Designated Ministry Official
- 19. The gate (at 'km-20') is NOT to be left open when unattended. It will be the responsibility of the Applicant to ensure Truck drivers lock the gate prior to leaving the gate area.
- 20. Each temporary block access road is to have ditch crossing culverts and regulatory stop signs. The ditch crossing culverts are to be leid at ditch invert elevation. Maintenance and periodic cleaning of this culvert is the responsibility of the Permittee.
- 21. All cross drains are to be minimum 600mm diameter as per D.R.Clough Consulting report dated October 18,2007. The cross drains shall be constructed with culvert pipe manufactured to CSA or ASTM standards and laid at ditch or creek invert elevation. Maintenance and periodic cleaning of this culvert is the responsibility of the Permittee. Sediment released to downstream channels is to be minimized during installation.
- 22. Additional fill is to be placed over Thomas Spring Creek culverts to prevent damage during hauling. Overflow dip to be rebuilt upon termination of Use.



- 23. That before opening up any highway or interfering with any public works, written notice of intention to do so must be given to the Designated Ministry Official at least, two(2) weeks before the work is begun.
- 24. The access (or accesses) shall be graveled to an extent satisfactory to the Designated Ministry Official to prevent the tracking of mud and soil onto the highway surface.
- 25. This permit does not provide licensing and insurance and/or oversize, overweight authorization for a commercial vehicle to access a provincial highway from an industrial road. Commercial vehicle operators require authority pursuant to Section 8 of the Commercial Transport Act, R.S.B.C. 1996, and should contact a provincial weigh scale to obtain Permit MV4000 (Highway Crossing Permit).
- 28. That where the said works are in the proximity of any bridge, culvert, ditch or other existing work, such work shall be properly maintained and supported in such manner as not to interfere with its proper function, and on the completion of the said works any bridge, culvert, ditch or other existing work interfered with shall be completely restored to its original condition.

- 27. Drinking water intake structures and associated waterlines are not to be damaged, removed or affected in any way. Drinking water quality is not to be affected from implementation of the works or Use.
- All erodible surfaces near waterways must be covered with seed, rock or other covering.
- 29. Haufing restricted to non Holiday weekdays only Monday to Friday between the hours of 0800 and 1600 hours only.
 - 30. The applicant and its agents are to respect public use of the right-of-way at all times to ensure user safety
 - 31. The applicant is to ensure that all contractors have the required public liability insurance
 - 32. This section of the Log Train Trail, as used by the Applicant, must be returned to equal or better than the original conditions at the explry or cancellation of this permit.
 - 33. Trait character of the right-of-way to be maintained (i.e., existing grade, canopy cover, narrow roadbed, new culverts
 - 34. All debris from these works is to be removed from the right-of-way and disposed of to the satisfaction of the Ministry Representative.
- $\mathcal N$ 35. When in active use, Signs are to be placed at all public access points to the active use area of the Log Train Trail warning the public of logging truck traffic.
 - 36. Stop signs to be placed in advance of access points, to the Log Train Trail.
 - 37. Vehicle spends are restricted to 30 km/h on the Log Train Trail.
 - 38. No Parking Signs are required by the gate area at Woolsey Road
 - 39. Only one (1) Truck permitted on the Trail at a time.
 - 40. That the permittee shall at all times accept full responsibility for any accident that may occur or damage that may be done to any person or property whatsoever caused directly or indirectly by the said works, and shall save harmless and keep indemnified the Crown and the Alberni-Clayoquot Regional District from all claims and demands whatsoever in respect of the works.
 - 41. Existing drainage courses are to be respected. Any drainage work undertaken during this project must restore drainage either to the original watercourses or to new watercourses that will sustain themselves without maintenance. Applicant is required to contact Federal Fisheries and the Ministry of Water, Land & Air Protection (Fish & Wildlife Branch, Water Management Branch) prior to works in or around any existing streams or drainage COUFSes.
 - 42. The applicant is responsible for acquiring all necessary agency approvals prior to the commencement of the works. These include, but are not limited to, the Ministry of Transportation, the Ministry of Forests, the Ministry of Water Lands and Air Protection, Federal Fisheries and the Alberni-Clayoquot Regional District.
- 43. The applicant is to inform the Ministry of Transportation, the Alberni-Clayoquot Regional District and adjacent neighbours of the proposed construction schedule and works, prior to commencement of those works. This will allow for an onsite review and approval, if required.
- 44. This approval is valid for a period of five (5) years from the construction completion date and will expire July 9th, 2013. The applicant may apply for an extension at that time. When the permit expires or the access no longer is required, accesses are to be physically removed and the right-of-way rehabilitated, to the satisfaction of the Ministry Representative.
- 45. The applicant is advised that additional conditions and/or modifications to this permit may be required and are at the discretion of the Ministry of Transportation and the Alberni-Clayoquot Regional District

12507243244

DYNAMITE LOGGING

Permittee or Authorized Signatory for the Permittee

PAGE 04

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			On Bel	nalf of the Min	ister		
Dated at Port All		<i>G.L.</i> , th	is <u>/2</u>	day of	July	,	20 08
CI	у	Province	11				

H00216 (2005/01)



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Russell Dyson, Chief Administrative Officer; and

Regional Board of Directors

From: Alex Dyer, Planner

Meeting Date: May 27, 2015

Subject: Log Train Trail Industrial Access Permit – Timberwest Forest Company

Recommendation:

THAT the Board of Directors provide a letter of support for an Industrial Access Permit
application by Timberwest Forest Company to access the Log Train Trail for log hauling and
related forestry activities subject to confirmation that the ACRD is covered by the applicants
third party liability insurance.

Desired Outcome:

That the Board of Directors provide a letter to the Ministry of Transportation and Infrastructure supporting an industrial road access permit application from Timberwest to access the Log Train Trail from the end of Woolsey Road for the purposes of transporting logs to support their logging operations.

Summary:

Timberwest has applied for an Industrial Access Permit from the Ministry of Transportation and Infrastructure to access the Log Train Trail from the end of Woolsey Road for log hauling and related forestry operations. The Ministry has referred the application to the ACRD to review for concerns or conflicts with recreational users of the trail corridor.

Background:

The portion of the Log Train Trail accessed from the east end of Woolsey Road has been used intermittently over the last number of years for hauling logs from forestry operations. Timberwest has not used the road for over 5 years but plan on hauling approximately 5,000 m² of timber this fall. Timberwest owns private forest lands in the area. Todd Thompson has been using the road intermittently in recent years to support his woodlot operations in the area. Ministry of Transportation staff inspected the site and have no concerns with the condition of the road. There was an issue with vehicle access through a cleared area around the locked gate on Woolsey Road. This has since been resolved by the placement of large rocks to impede motor vehicle access.

<u>Time Requirements – Staff & Elected Officials:</u>

Minimal staff time to draft the letter of support.

Financial:

The ACRD leases the Log Train Trail for use as a trail corridor and has completed improvements to the

trail which may provide some level of ownership in terms of the liability risk. Timberwest will carry liability insurance for their logging operations but to ensure that the ACRD is covered with respect to liability as a result of logging operations the ACRD must be included in the company's third party liability insurance policy. It is recommended that this be a condition of support for the access permit application.

Policy or Legislation:

MIL

The Log Train Trail is a gazetted road right-of-way owned by the province under the authority of the Ministry of Transportation and Infrastructure. The ACRD holds a non-exclusive lease from the Ministry to use the right-of-way as an interim recreational trail corridor.

Submitted by:	All Dem
,	Alex Dyer, Planner
Devieused by	Mishad Kay
Reviewed by:	Mike Irg MCIP, Manager of Planning and Development

Russell Dyson, Chief Administrative Officer

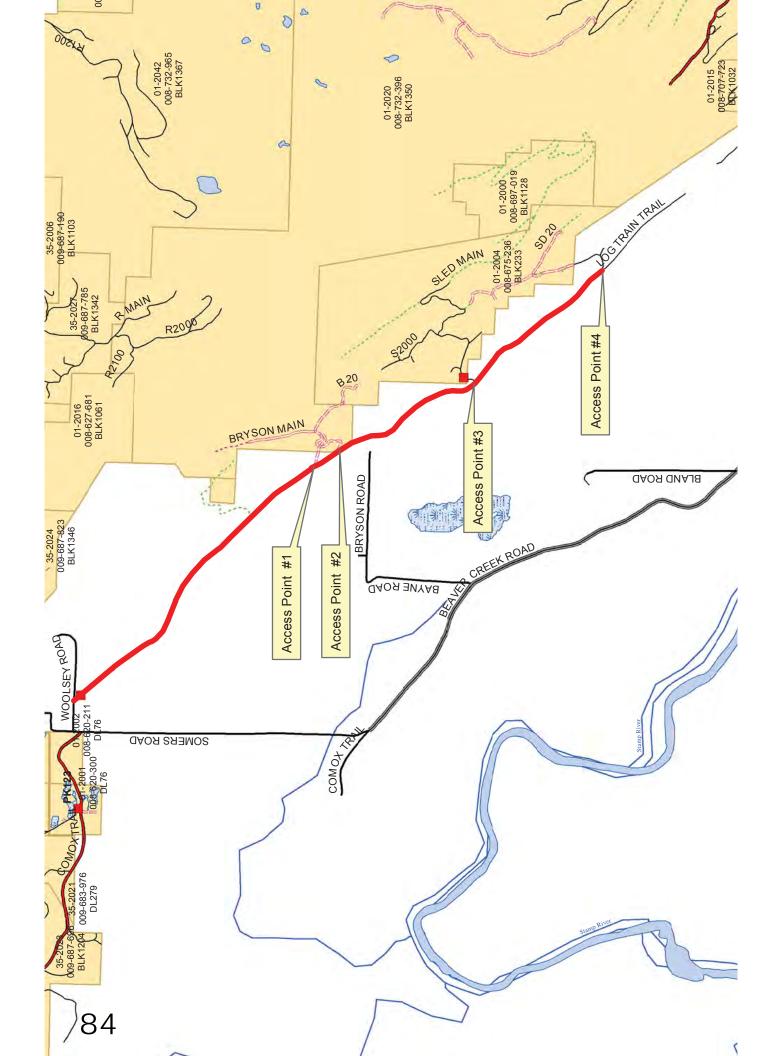


PROVINCIAL PUBLIC HIGHWAY PERMIT APPLICATION

				District File Number		
				Your File Number	01-21	47
The personal information on this form is application. If you have any questions a Development Technician.	s collect	cted under the authority of the Transp he collection, use and disclosure of th	ortati	on Act. The information collecte ormation, contact the local Minis	d will b	e used to process your ransportation District
Submit this application to the Minist	ry of T	ransportation Office or a Front Co	unter	BC Office in your area.		
I (We) hereby propose the followith the attached plans and spepermit has been issued.						
(Please check the category below	ow wl	nich best describes your propo	sal)			
WORKS ON THE RIGHT OF WAY Bus Stops, Shelters and Benches		Mail and Newsletter Boxes Polelines		Underground Cable, Telephone and Power Wireless Communication	[SPECIAL EVENTS Special Events
Cattle Guards and Gates		Roadworks	AC(CESS		Cattle Drive
Exploratory SurveyFencing		Sidewalks and Landscaping Signs	To the second	Controlled Access Highv	vay [FilmingParade
☐ Fiber Optics		Street Lights		Commercial Access	\$	STRUCTURES
High Pressure Pipeline		Traffic Signals	<u> </u>	Residential and Agricult	ural [Encroachment
Low and Intermediate Pressure Pipeline			X	Resource and Industrial Road	N .	Setback
Describe other use or occupat	ion	Log hauling and related fore	stry	activities		
LOCATION (include civic addred 20km North West of Port Alber 000-016-063, THAT PART OF DISTRICTS PLAN 2024, SHO	ni (W LOT	5, BLOCK D, DISTRICT LC			/CAS	STLE
The proposal consists of and is	descr	ibed as follows.				
Access #1 - One - 9 metre indus Access #2 - One - 9 metre indus Access #3 - One - 9 metre indus Access #4 - One - 9 metre indus	trial trial	access from Woolsey Road or access from Woolsey Road or	nto E nto F	PID: 008-732-396, Block PID: 008-675-236, Block	13 <u>50,</u> 233, <i>A</i>	Alberni District Alberni District
Dates (propo	sed)	Indefinitely				
Times:	From.	a.m./p.m.	То	a.m./p.	m.	
THE FULL LEGAL DESCRIPTI PID: 008-675-236 BLOCK 233, ALBERNI DISTI	_		ERV	'ED		

HIGHWAY NAME(S)
N./S./E./W side of the highway?
South side of Woolsey 2d.

Between Po	ort Alberni	_ and	Woolsey F	Rd
	(landmark)		((landmark)
ATTACHED DRAWING OR SKET	CH 🗵 Drawing	g Number _		
Have the necessary applications bridge maintenance contractor of Other Authorities	s for approval been filled or as documented in the	notes belo	roper autho w) mitted/Appro	rities? (i.e. RCMP, Municipality, road and
-				
I(We) wish to have the permit issued in NAME/ORGANIZATION (include a		applicable)		
TimberWest Forest Company, a pa	artnersip of TimberWes	st Forest Co	orp. and Tim	berWest Holdings Ltd.
				es of British Columbia?
	o Certificate of Inco	orporation N	10. FN10233	430
MAILING ADDRESS	D.C. V6D 2W	ie.		
Third Floor, 856 Homer Street, Va	incouver, BC, VOB 2 w	,		
Telephone	250-716-3700	Cellu	ar/Pager	250-709-5766
Fax	250-716-3782	 Email	Address	waataineng@timberwest.com
CONTACTS (if not as above)				
Project/Location Manager Name	Glen Waatainen			
Telephone	250-716-3769	Cellu	ar/Pager	250-709-5766
Fax	250-716-3782	 Emai	Address	waataineng@timberwest.com
Director Name				
Telephone				
Site Contact Person				
Telephone		Cellu	lar/Pager	
Fax		— Emai	Address	
Traffic Control Company Name				
Telephone	Glen Waar	_	lar/Pager	2015/04/24
Signature (Applicant)		Print Name	-1 1	Date (yyyy/mm/dd)





Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: May 27, 2015

Subject: Resolution – June 10, 2015 Regular Board Meeting Location

Recommendation:

THAT the regular meeting of the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District on June 10, 2015 be held in Tofino at the Tofino Council Chambers, 121 Third Street, Tofino, BC commencing at 1:30 pm.

Desired Outcome:

To pass a resolution in order to change the location of the regular Regional District and Hospital District meeting on June 10, 2015.

Background:

In June of each year, the ACRD holds one of the regular Board of Directors meetings in another community within the Alberni-Clayoquot Region. Last year the meeting was held in the Beaver Creek electoral area. Staff ensure meetings rotate fairly between all communities within the region each year.

This year, the June meeting was to be held in the Uchucklesaht First Nation community. They are unable to accommodate the Board meeting in their community this year as their new building is still under construction. Staff will arrange for June 2016.

Next on the rotation is the District of Tofino. The Regional District and Hospital District meeting will be held in Tofino Council Chambers on June 10th. Staff is working with Chairperson Osborne to arrange a tour for Directors at 10:00 am, prior to the Board meeting. More details to come.

Time Requirements – Staff & Elected Officials:

Some staff time required to arrange the new location and publish notices in paper, website etc.

Financial:

Expenses paid through General Government services.

Policy or Legislation:

ACRD Policies apply.

Wender Thomson

Submitted by:

Wendy Thomson, Manager of Administrative Services

Approved by:

Russell Dyson, Chief Administrative Officer

Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

From: Marcie DeWitt, Coordinator Alberni-Clayoquot Health Network

Meeting Date: May 27, 2015

Subject: Memorandum of Understanding between the ACRD and the ACHN ToP

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into the Memorandum of Understanding with the Alberni-Clayoquot Health Network Table of Partners.

Background:

This Memorandum of Understanding (MOU) enables the above Partners to collaborate in the continued development and administration of the Alberni-Clayoquot Health Network (ACHN) and to develop a more formal structure that maximizes collaboration and collective decision-making among the Partners.

This MOU serves as an expression of the agreement between the partners and does not create legal obligation between the parties.

This MOU replaces the former Protocol Agreement between the Vancouver Island Health Authority and the Alberni Clayoquot Regional District (ACRD) dated April 4th, 2012, that enabled the creation of the ACHN.

The ACHN Table of Partners (ToP) approved the MOU at their May 20th meeting. It is now forwarded for consideration by the Board.

Financial

Upon recommendation from the ACHN ToP the ACRD Board approves the annual budget of the ACHN.

The ACRD charges the ACHN an annual administration fee of \$15,000/year to provide administration support to the ACHN including: meeting minutes, maintenance of web page on the ACRD site, manage membership lists, group emails, event assistance, photo copying, etc.

Note: Alberni-Clayoquot Health Network funding is from Island Health, not the Alberni-Clayoquot Regional District.

Submitted by: Marcie DeWitt, Coordinator, Alberni Clayoguot Health Network

Approved by:

Russell Dyson, Chief Administrative Officer

MEMORANDUM OF UNDERSTANDING BETWEEN

Alberni-Clayoquot Regional District (ACRD) AND

The Alberni Clayoquot Health Network Table of Partners (ACHN – TOP)

PURPOSE

This Memorandum of Understanding (MOU) enables the above Partners to collaborate in the continued development and administration of the Alberni-Clayoquot Health Network (ACHN) and to develop a more formal structure that maximizes collaboration and collective decision-making among the Partners.

This MOU serves as an expression of the agreement between the partners and does not create legal obligation between the parties.

This MOU replaces the former Protocol Agreement between the Vancouver Island Health Authority and the Alberni Clayoquot Health Network dated April 4th 2012, that enabled the creation of the Alberni Clayoquot Health Network.

PART 1 – RESPONSIBILITIES OF THE ALBERNI CLAYOQUOT HEALTH NETWORK (ACHN)

The function of the ACHN is to speak on regional health issues by facilitating dialogue and understanding amongst citizens and stakeholders. The Network is a community driven mechanism that helps to build partnerships and capacity; share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities.

The purpose of the ACHN is to:

- 1. Take action to improve the health status of the Alberni Clayoquot Communities population.
- 2. Support local governments in community planning as it relates to the determinants of health.
- 3. Provide a means to gather and distribute information, stories, and to capture the voices of the communities in the area that the ACHN serves.
- 4. Connect people with information and resources, and to mobilize the community in how the community can stay healthy and address health.

The ACHN Table of Partners (TOP):

The ACHN Table of Partners is the overall governing body responsible for decision-making and successful implementation of the Alberni Clayoquot Health Network. Members are committed to the ACHN vision, mission, and to advancing strategic priorities.

The TOP is made up of approximately 12-15 members/ representatives from diverse groups and organizations with regional mandates to improve the health and well-being of local communities and populations within the Alberni-Clayoquot Regional District.

ACHN TOP representatives are evaluated based on their ability to represent a broad regional membership or interest, has decision making/resource allocation abilities, as well as previous involvement or knowledge of the ACHN and other community development initiatives. In order to maintain continuity in the membership, Table of Partner seats will expire every December with half the seats to be up for renewal. Members can re-apply or new members can be selected by the committee which consists of the remaining membership. Members of the Table of Partners include coalitions, local governments, non-profits and regional organizations with a vested interest in health. Representation will be sought from First Nations, West Coast Communities, Bamfield and the Alberni Valley.

Members are expected to share expertise, tools and best practices with the Network and commit to moving work forward between meetings. Members are expected to bring information from the ACHN to their own organization, and vice versa.

The Table of Partners is responsible for:

- 1. The overall governance of the ACHN.
- 2. Setting the strategic direction of the Network.
- 3. Setting and recommending an annual budget to the ACRD Board (the fiscal host for the ACHN) by February each year.
- 4. Making decisions on how funds are allocated through the budget cycle/ oversight and approval of ACHN expenditures and finances.
- 5. Making recommendations to the ACRD to enter into contract agreements for the ACHN.
- 6. Provides recommendations to the ACRD on hiring and overseeing ACHN contract staff
- 7. Responsible for the management and monitoring of deliverables for funding agreements.
- 8. Responsible for ensuring applicable ACRD procedures and policies are followed ie. ACRD Purchasing Policy.
- 9. The ACHN TOP will budget for and pay the ACRD an annual administration fee of \$15,000 for services provided to the ACHN.

How the Table of Partners functions:

- 1. Meetings will be held monthly (except in August).
- 2. Quorum for decisions is set at half the membership +1.
- 3. TOP membership is fixed, members commit to a 2 year term, with 2 members appointed through the ACRD annually.
- 4. TOP elects co-chairs from its membership annually striving to include one ACRD representative and one First Nation representative.

5. Decisions are made using consensus. Failing the ability to reach consensus the TOP will table the topic to receive information or resolve the decision through a vote.

PART 2 – CONTRIBUTIONS OF THE ALBERNI CLAYOQUOT REGIONAL DISTRICT

The Alberni-Clayoquot Regional District will provide the ACHN with the following:

- 1. Review and support of ACHN recommendations regarding health service enhancements, service changes and health infrastructure requirements as they align with ACRD Official Community Plans and overall mandate
- 2. Provide administrative support to the ACHN including: meeting minutes, maintenance of web page on the ACRD site, manage membership lists, group emails, event assistance, photo copying, etc.
- 3. Meeting space for ACHN activities/meetings
- 4. Financial oversight as fiscal host
 - Upon recommendation of the ACHN TOP, the ACRD Board will review and approve the ACHN annual budget
 - Ensure standard accounting practices are followed
 - o Provide financial reporting to the ACHN Table of Partners
 - Billing/invoicing
 - o Ensure the ACHN TOP is following applicable policies & procedures
- 5. Contract obligations
 - Upon recommendation from the ACRN TOP, enter into contracts on behalf of the ACHN.
 - o Ensure fair procurement and hiring practices are followed.
- 6. Appoint 2 Directors to the ACHN TOP annually.

The ACRD charges the ACHN an annual administration fee of \$15,000 for the above services provided to the ACHN.

PARTNER SIGNATORIES	
Alberni-Clayoquot Regional District (ACRD)	
Alberni Clayoquot Health Network Table of Partners	_

Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

cc: Russell Dyson, Janice Hill

From: Rob Gaudreault, Property Maintenance Coordinator

Meeting Date: May 27, 2015

Subject: Sproat Lake Marine Patrol Boat

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors receive this report regarding repairs to the Sproat Lake Marine Patrol Boat and endorse the plan to have the tubeset (pontoons) replaced at a maximum cost of \$19,380 plus GST & PST, funded from the SLMP service capital reserve.

Summary:

The boat utilized by the SLMP was donated to the Regional District for this purpose. It is a pontoon boat, ideal for the purpose providing a stable platform for the services provided by the marine patrol. In recent years there has been difficulty maintaining the inflation of the pontoons. Various minor repairs have been done but it is to the point where the pontoons have to be inflated daily. The rest of the boat is sound.

There are two options:

- 1. Replace the pontoons at a maximum cost of \$19,380 plus taxes
- 2. Replace the boat at an approximate cost of \$40,000 plus taxes.

Funds are available to replace the pontoons. A quote has been received from Vector Yacht Services in Sidney, BC. This is a specialized product/service and it is recommended that the Regional District proceed with the replacement immediately to ensure the boat is ready for the 2015 season.

<u>Time Requirements – Staff & Elected Officials:</u>

Staff time to deliver the boat to Sidney.

Financial:

The 2015-2019 approved Financial Plan has \$25,000 in the capital fund for the replacement of the SLMP boat for 2015. The replacement of the pontoons will allow the asset an extended life as all other components of the boat are in good working condition. Once the PST on the quote is factored in we would require an estimated expenditure of \$20,737; this is within the financial means of the Capital fund.

Policy or Legislation:

As per ACRD's purchasing policy.

Submitted by:

Rob Gaudreault, Property Maintenance Coordinator

Approved by:

Russell Dyson, Chief Administrative Officer



Telephone (250) 720-2700 FAX: (250) 723-1327

REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services/

Andrew McGifford, Acting Manager of Finance

Meeting Date: May 27, 2015

Subject: Bylaw 791-2, Port Alberni Airport Extended Service Area Establishment

Amendment, 2015 & Bylaw F1120, Port Alberni Airport Runway Expansion

Loan Authorization, 2015

This report presents the bylaws and required resolutions to amend the Port Alberni Airport service to accommodate borrowing and operating costs for the proposed runway extension. Please note the Alberni Valley Regional Airport is titled "Port Alberni Airport" in the establishing bylaw.

Recommendations:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015."

Desired Outcome:

The ACRD Board to give three readings to Bylaw 791-2 and Bylaw F1120 and forward for approval by the Inspector of Municipalities prior to conducting the alternate approval process to gain the required consent of the electors within the service area to proceed with borrowing up to a maximum of \$6

million dollars for the proposed Alberni Valley Regional Airport Runway Extension Project and to increase the annual maximum tax requisition for the service.

Background:

At the May 13, 2015 meeting, the ACRD Board of Directors passed the following resolution:

THAT the ACRD Board of Directors, subject to obtaining consent of the electorate through an alternate approval process (AAP), proceed with borrowing for the Alberni Valley Regional Airport Runway Expansion Project through the Municipal Finance Authority up to a maximum of \$6 million dollars over 30 years and increase the maximum tax requisition for the AVRA service to \$150,000 annually.

The first step in this process is for the Board to consider giving three readings to the following Bylaws:

- a. Bylaw 791-2 This will amend the Port Alberni Airport Establishing Bylaw (791) increasing the maximum tax requisition from \$50,000 to \$150,000 and will also provide the annual required room to service the MFA debt estimated at \$296,250 per annum.
 - In order for the Inspector to allow approval of Loan Authorization Bylaw No F1120, Bylaw 791-2 must have the financial ability through tax requisition to cover the annual MFA debt servicing and operational costs. Therefore, the required maximum annual tax requisition will be \$446,250 or \$0.1483 per \$1000 of taxable land and improvements.
- Loan Authorization Bylaw No. F1120 This bylaw will give approval to the ACRD Board to borrow up to a maximum of \$6 million dollars for the AVRA expansion project over a 30 year period.

Both of the above bylaws are subject to approval of the Inspector of Municipalities and approval of the electorate through an AAP process prior to adoption by the ACRD Board.

After three readings, the bylaws will be forwarded for consideration of approval by the Inspector of Municipalities with the Ministry of Community, Sport and Cultural Development.

Once approvals are received by the Ministry, Regional District staff will bring forward a report to the Board with recommendations on proceeding with the Alternate Approval Process as follows:

- a. Notice to the Electors of the AAP Process
- b. Approval of the Synopsis of the Bylaws (for advertising purposes) which includes:
 - i) A description (in general terms) of the bylaws and intent
 - ii) A description of proposed service area
 - iii) Date, time, place for public inspection of the bylaws
- c. Approval of the Elector Response Form
- d. The total number of electors within the service area to which the alternate approval process applies (determination of number of eligible electors)

<u>Time Requirements – Staff & Elected Officials:</u>

Staff time required to prepare and conduct the AAP process. This is a significant project to undertake with considerable communications and community engagement anticipated. Administration, finance and airport staff will be engaged.

Financial:

Paid for by the participants of the service area: City of Port Alberni, Electoral Areas: Beaufort, Sproat Lake, Beaver Creek and Cherry Creek.

When the different options were presented at the May 13, 2015 Board meeting, staff used an example of a residential property assessed at \$200,000 and the cost per \$1000 for the residential properties based on the converted value. The amounts have not changed and would still be estimated at \$23.00 on a \$200,000 residential property or \$0.115 per \$1000 of assessed value on a residential property. The Bylaw 791-2 requires the amounts stated as the assessed values (not converted) and the rate of \$0.1483 is the amount set in the bylaw.

Policy or Legislation:

Local Government Act and Community Charter apply. Staff has been in contact with Ministry representatives to confirm the appropriate process.

Submitted by:	Wends Thomson
·	Wendy Thomson, Manager of Administrative Services
	mefford
	Andrew McGifford, Acting Manager of Finance
Approved by:	
, ,	Russell Dyson, Chief Administrative Officer



Bylaw 791-2

A Bylaw to amend the Alberni Valley Regional Airport Extended Service Area Establishment Bylaw

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

AND WHEREAS the Regional District Board has established and operates the service known as the Alberni Valley Regional Airport as described in Bylaw 791 cited as, "Port Alberni Airport Extended Service Area Establishment Bylaw No. 791, 1992";

AND WHEREAS the Regional District Board wishes to amend the establishing bylaw to increase the maximum amount that may be requisitioned annually for the service;

AND WHEREAS the Regional District Board has obtained approval of the electors of the City of Port Alberni, Electoral Areas "B" (Beaufort), "D" (Sproat Lake), "E" (Beaver Creek), "F" (Cherry Creek), through an alternative approval process, to the adoption of the Bylaw;

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

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

- 1. Section 6 of Bylaw No. 791, "Port Alberni Airport Extended Service Area Establishment Bylaw No. 791, 1992" is hereby repealed and replaced with the following:
 - 6. In accordance with the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$446,250.00 or \$0.1483 per \$1,000 of taxable value of land and improvements, whichever is greater.
- 2. This Bylaw may be cited as **Bylaw 791-2**, **"Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2**, **2015**."

Read a first time this

day of

2015.

Read a second time this day of 2015. Read a third time this day of 2015. I hereby certify the foregoing is a true and correct copy of the Bylaw cited as Bylaw 791-2, "Port Alberni Airport Extended Service Area Establishment Amendment Bylaw No. 791-2, 2015" as read a third time by the Board of the Regional District of Alberni-Clayoquot on the day of , 2015. Russell Dyson, Chief Administrative Officer Consented to on behalf of the electors on the day of , 2015. day of Approved by the Inspector of Municipalities the , 2015. ADOPTED this day of ,2015. Certified true and correct copy of The Corporate seal of the Regional Bylaw 791-2, "Port Alberni Airport District of Alberni-Clayoquot was **Extended Service Area Establishment** hereto affixed in the presence of: Amendment Bylaw No. 791-2, 2015."

Josie Osborne,

Chairperson

Russell Dyson,

Chief Administrative Officer



Regional District of Alberni-Clayoquot

Loan Authorization Bylaw No. F1120

A bylaw to authorize the borrowing of the estimated cost to expand the runway at the Port Alberni Airport

WHEREAS the Regional Board of the Regional District of Alberni-Clayoquot has established by Bylaw No. 791, a service for the purpose of operating the Port Alberni Airport for the Alberni Valley Service Area which includes the City of Port Alberni and electoral areas "B" (Beaufort), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek);

AND WHEREAS it is deemed desirable and expedient to construct a runway expansion at the Port Alberni Airport serving the Alberni Valley Service Area;

AND WHEREAS the estimated cost of constructing the runway expansion at the Port Alberni Airport including expenses incidental thereto is the sum of \$6 million dollars of which the sum of \$6 million dollars is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 30 years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Regional District of Alberni-Clayoquot has obtained the approval of the electors through an alternative approval process as per *the Local Government Act* and *Community Charter*;

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

Borrowing Amount and Purpose

1. The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a runway expansion at the Port Alberni Airport serving the Alberni Valley Service area which includes the City of Port Alberni and electoral areas "B" (Beaufort), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek) generally in accordance with plans on file in the Regional District office and to do

all things necessary in connection therewith and without limiting the generality of the foregoing:

- a. To borrow upon the credit of the Regional District a sum not exceeding six million dollars (\$6,000,000); and
- b. To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the runway expansion to the Port Alberni Airport.

Term of Debenture

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.

Citation

- 3. This bylaw may be cited as "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015".
- 4. The borrowing authorized relates the Port Alberni Airport service established by Bylaw No. 791, cited as "Port Alberni Airport Extended Service Area Establishment Bylaw No. 791, 1992."

Read a first time this	day of	, 2015.
Read a second time this	day of	, 2015.
Read a third time this	day of	, 2015.

I hereby certify the foregoing to be a true and correct copy of Bylaw F1120, "Port Alberni Airport Runway Expansion Loan Authorization Bylaw No. F1120, 2015" as read a third time by the Board of the Regional District of Alberni-Clayoquot on the day of, , 2015.

Chief Administrative Officer	

Approved by the Inspector of Municipalities this	day of	, 201	5.
Approved by the electors by Alternate Approval Process this	day of	, 201	5.
Adopted this	day of	, 2019	5.
Chairperson		Chief Administrative Officer	
I hereby certify the foregoing to be a tr Airport Runway Expansion Loan Autho of the Regional District of Alberni-Clayo	rization Bylaw No	. F1120, 2015" as adopted by the Boar	d
		Chief Administrative Officer	



Telephone (250) 720-2700 FAX: (250) 723-1327

Development Variance Application

DATE: May 1, 2015

ACRD FILE NO.: DVE15005

APPLICANTS: Crystal Power and Jerry Burkinshaw

LEGAL

DESCRIPTION: LOT A, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 21651.

LOCATION: 6618 Hills Road

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: To vary the side yard setback from 15 feet to 5 feet to allow the construction of an attached garage.

Recommendation: That the Regional Board:

1) Pass a resolution to consider issuing a development variance of Section 6.5.2 (c)(ii)to vary the required side yard setback for an accessory building in the Small Holdings (A1) District from 15 feet to 5 feet.

Procedure:

Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit.

Observations:

- i. Status of Property: This property is 75 feet by 200 feet, approximately 0.34 acres (0.14 hectares) and was subdivided prior to the ACRD adopting a zoning bylaw. There is an existing single family dwelling and a driveway on the west side of the property. The property fronts on Hills Road.
- ii. Services
 - a. Sewage Disposal: On-site Sewage Disposal

b. Water Supply: Beaver Creek Water System

c. Fire Protection: Beaver Creek Fire Protection Area

d. Access: Access is from Hills Rd

iii. Existing Planning Policies Affecting the Site

a. Agricultural Land Reserve: Not in ALR

b. Official Community Plan: The Beaver Creek Official Community Plan designates this property "Residential Use".

This proposal complies with the Beaver Creek Official Community Plan.

c. Zoning: Existing zone is Small Holdings (A1) District. The following regulations apply to A1 for a single family dwelling:

Minimum lot area: Two acre Minimum lot width: 165 feet

Minimum setbacks: Front: 25 feet Rear: 30 feet Side: 5 feet

Maximum Height: 35 feet

Note: While the property in smaller than the two acre minimum in the zoning bylaw, the lot size is legal non-conforming, and the proposed attached garage is permitted under the current A1 zoning designation.

Comments:

The proposed detached garage would be the same distance from the north side yard (five feet) as the existing house. The applicant wants to use the garage to keep his boat and requires the five foot variance.

In the A1 zoning district the side yard setback for accessory buildings is 15 feet and for principle buildings 5 feet. The owner has applied for a variance for a detached garage that will be three feet from his house.

Staff feels this development variance is reasonable as the garage will be the same distance from the side yard as the existing house.

102 DVE15005

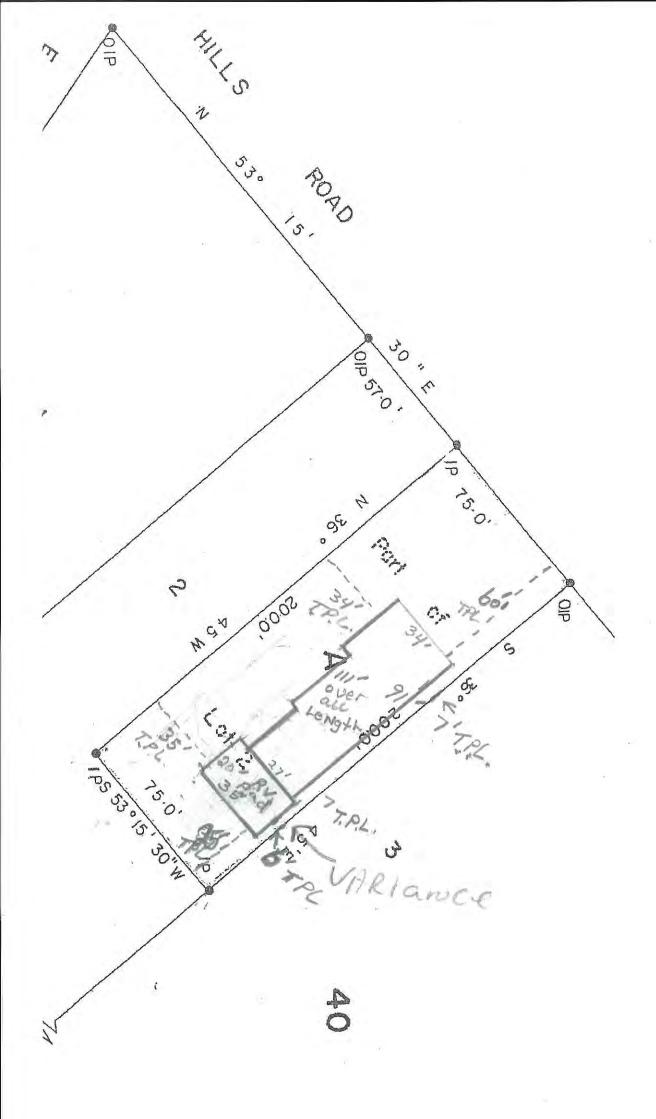
Mike Irg, Manager of Planning and Development

Reviewed by:

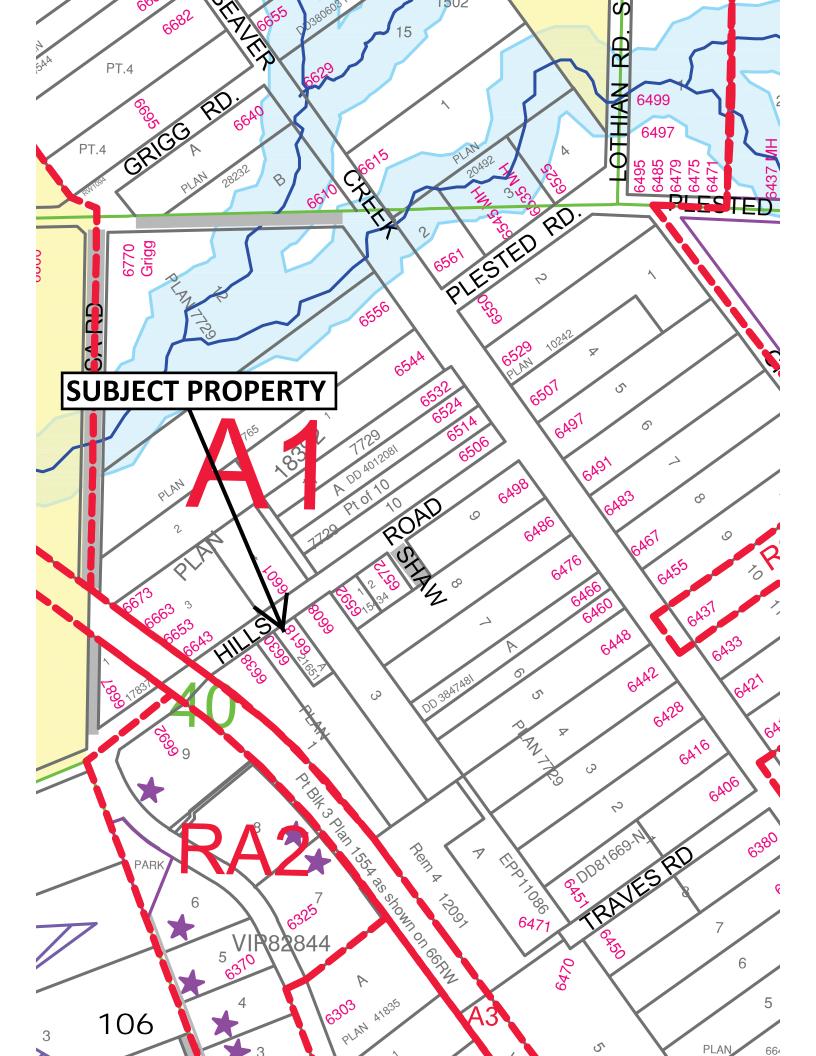
Russell Dyson, CAO

Prepared by:

DVE15005 1









Telephone (250) 720-2700 FAX: (250) 723-1327

Development Variance Application

DATE: May 20, 2015

ACRD FILE NO.: DVE15007

APPLICANTS: Douglas & Kim Tuttle

LEGAL

DESCRIPTION: LOT A, DISTRICT LOT 151, ALBERNI DISTRICT, PLAN 18878.

LOCATION: 6172 Drinkwater Road

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: To vary the required side yard setback from 15 feet to 8 feet to accommodate the construction of a proposed 25 foot x 38 foot accessory building.

Recommendation: That the Regional Board:

1) Pass a resolution to consider issuing a development variance of Section 6.5.2 (c)(ii) to vary the required side yard setback for an accessory building in the Rural (A2) District from 15 feet to 8 feet.

Procedure:

Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit.

Observations:

- i. Status of Property: The property is 0.44 acre in size, with a single family dwelling and a small woodshed, with a lot width of 75 feet. The entire property is cleared. The property has recently had some tree removal and a new septic system is being installed within the next couple of weeks.
- ii. Services
 - a. Sewage Disposal: On-site Sewage Disposal

b. Water Supply: Beaver Creek Water System

c. Fire Protection: Beaver Creek Fire Protection Area

d. Access: Access from Drinkwater Road.

iii. Existing Planning Policies Affecting the Site

a. Agricultural Land Reserve: Property is in ALR

b. Official Community Plan: The Beaver Creek Official Community Plan designates this property "Agriculture Use".

This use of the property complies with the Beaver Creek Official Community Plan.

c. Zoning: Existing zone is Rural (A2) District. The following regulations apply to A2 for a single family dwelling:

Minimum lot area: Five acre Minimum lot width: 330 feet

Minimum setbacks: Front: 50 feet Rear: 30 feet Side: 15 feet

Maximum Height: 35 feet

The following regulations apply to A2 for an accessory building:

Minimum setbacks:

Front: 50 feet Rear: 15 feet Side: 15 feet

Maximum Height: 20 feet

Proposed side yard setback is 8 feet, which is 7 feet less than the required site yard setback of 15 feet. Approval of this development variance for side yard setback will allow for construction of an accessory building at 8 feet from the side yard property line.

Please note that the existing single family dwelling was built closer to the side yard (4 feet 9 inches right side, and 5 feet 6 inches left side) lot lines

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than allowed for in the zoning bylaw. This was recognized by the Regional District in 1979 and no further action was contemplated at that time. The property owner has a Right-of-Way easement on the adjacent property at 9184 Drinkwater Road that allows access (people and vehicles) to the rear yard.

Comments:

The required side yard setback is 15 feet, and the accessory building is proposed to be constructed 8 feet from the left side yard lot line. The proposed accessory building is being built behind the existing house and is proposed to be directly in line with the house. The placement of this accessory building will allow access from the east side of the property and enough room for vehicles to turn into the building.

Staff feels this development variance is reasonable given.

Prepared by:	Heart Den
,	Heather Adair, Jr Planner
Reviewed by:	Michael May
	Mike Irg, Manager of Planning and Development
Reviewed by:	
	Russell Dyson, CAO

DVE15007 1 O

i.L.s. NONE 724-4803

Acres and Pollock

BRITISH COLUMBIA LAND SURVEYORS

LAND, TDPOGRAPHICAL, SEWERAGE AND WATER SURVEYS
SUB-DIVISION DESIGN

D. M. POLLOCK, B.C.L.S., B.A. RESIDENCE TELEPHONE 723-7760

DFFICE TELEPHONE 723-5412

4921 ARGYLE STREET,
PORT ALBERNI, B.C. V9Y 1V6
March 12, 1979

W.S.Pearson, Esq., Barrister and Solicitor, 4853 Angus Street, Port Alberni, B.C.

Dear Sirs:

RE:

House constructed on Lot A, D.L. 151, Alberni District, Plan 18878.

(Isherwood)

Our file - 7349

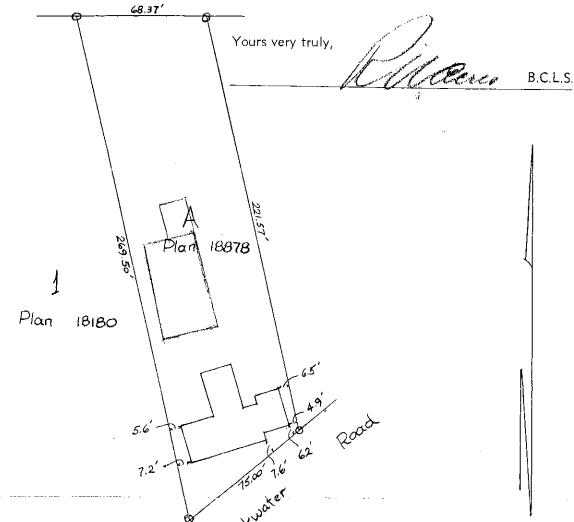
hereby certify that the building

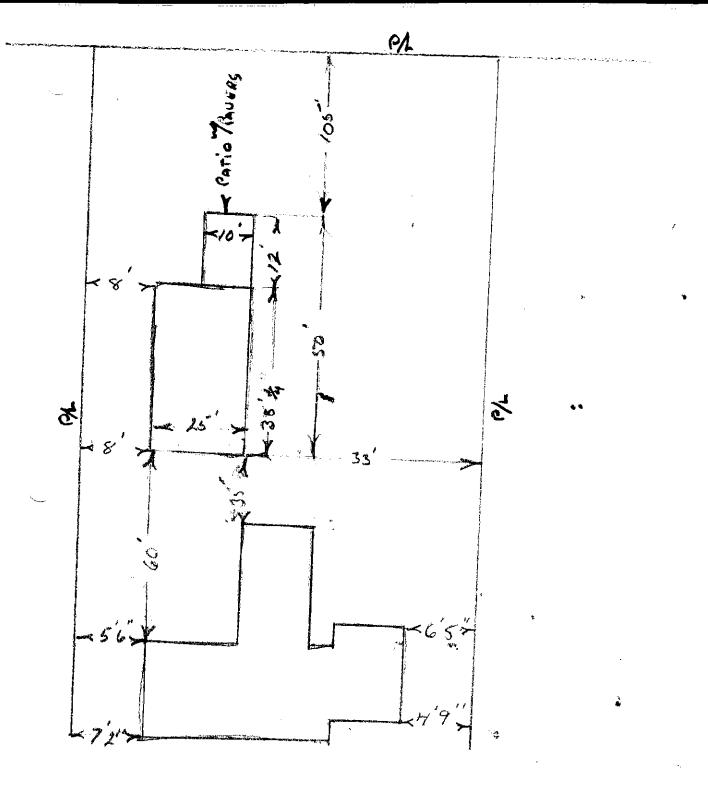
constructed

on the

above described parcel is related to the legal boundaries thereof as indicated on the sketch below.

The measurements shown on the sketch below are the shortest distances between the foundation of the building (and/or garage) and the adjacent boundaries of the parcel. The sketch also shows the dimensions of the parcel and the street or streets on which it fronts. The distance given to the closest intersecting street may be accurate only within a limit of about 10 feet.





DOUG : KIM TUTTLE 6172 DRINKWATER PERT ALBERNI BC

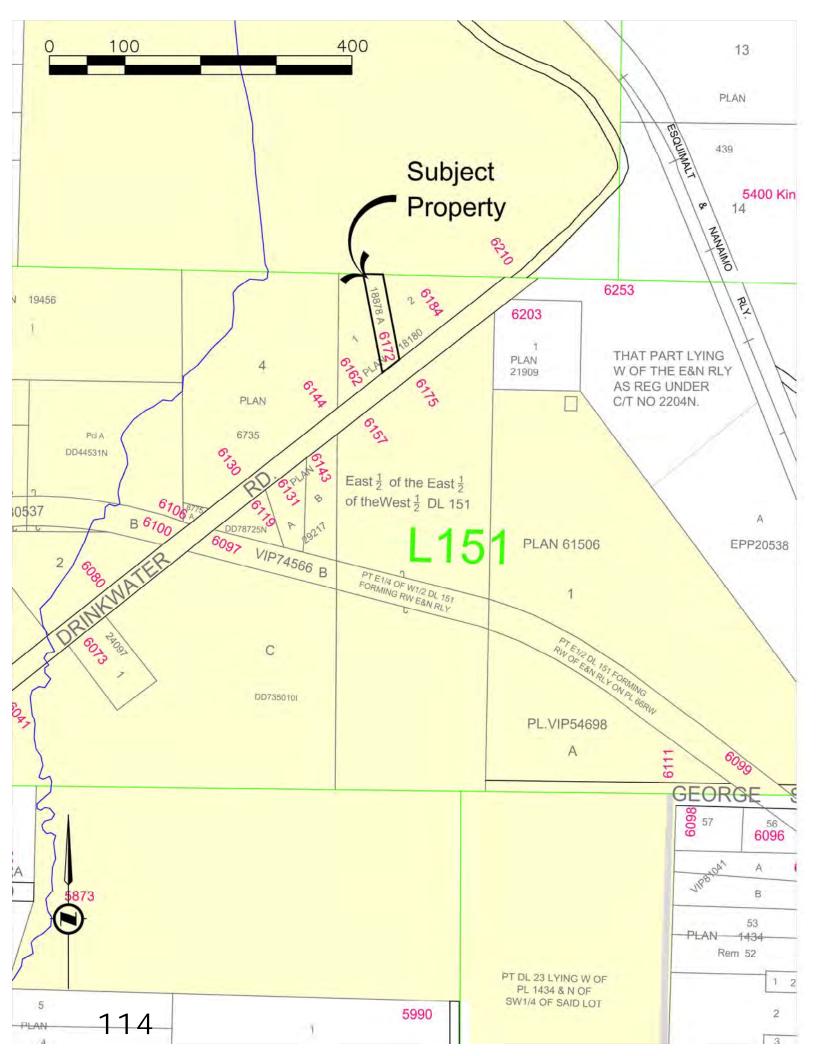
40TA, D.L. 15-1 ALB. DISTR. PLAN 18878

MAY 2015











3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

Rezoning Application

TO: Russell Dyson, CAO

and

Board of Directors, Alberni-Clayoquot Regional District

DATE: May 19, 2015

FROM: Heather Adair, Jr Planner

Rezoning

Application: RE15004

Owner: Raymond Caldwell, Alice Caldwell

Legal

Description: LOT 1, DISTRICT LOT 108, ALBERNI DISTRICT, PLAN VIP1439, EXCEPT THAT

PART IN PLAN 17495, AND 51383.

Address and

Location: 6210 Walker Road

Electoral Areas: "E" Beaver Creek

Recommendation: That the Regional Board:

- 1. Receive the staff report;
- 2. Proceed with first reading of Bylaw P1330 to rezone the subject property from Small Holdings (A1) District to Acreage Residential (RA2) District;
- 3. Pass the following resolution, "That the public hearing for Bylaw P1330 be delegated to the Director for Electoral Area 'E', the Alternate Director, or the Chairperson of the Regional District."

Applicant's Intention: The applicant is applying to rezone the subject property from Small Holdings (A1) District to Acreage Residential (RA2) District in order to facilitate a two lot subdivision. There is an existing second home on the property in the South West corner of the property. The second home was built on the property in 1997 with the necessary permits and

RE15004

in accordance with the ACRD Zoning Bylaw.

Observations:

i) **Status of Property**: The subject property is 1.86 hectares (4.61 acres), with two single family dwelling, two garages, and a wood shed. The area around each of the homes has been landscaped and the area of the property in between the two homes is forested with coniferous trees and open areas. There is a small creek that dissects the property.

ii) Services

- a) **Sewage Disposal**: Two on-site sewage disposal systems.
- **b)** Water Supply: Within the Beaver Creek Water Service area. The second dwelling has a second water connection.
- c) Fire Protection: The property is within the Beaver Creek Fire Protection area.
- **d)** Access: The original dwelling is accessed from Walker Rd and the second dwelling is accessed from Wadena Road.

iii) Existing Planning Policies Affecting the Site

Agricultural Land Reserve: Not in ALR.

Official Community Plan: The Beaver Creek Official Community Plan designates this property "Residential" with a minimum parcel size of 0.24 hectares.

The proposal complies with the policies and objectives of the Beaver Creek Official Community Plan.

Zoning Bulk and Site Regulations			
	A1 District	RA2 District	
Minimum Lot Area:	2 acres	1 acre	
Minimum Lot Width:	165 feet	120 feet	
Lot Coverage:	-	25%	
Minimum Setbacks			
Front:	25 feet	40 feet	
Rear:	30 feet	30 feet	
Side:	5 feet	15 feet	

The applicant intends to rezone the property to allow for a two lot subdivision. Rezoning the property to Acreage Residential will allow the flexibility of creating a new lot with a 1 acre minimum lot size while complying with the Beaver Creek OCP.

Comments:

The property is located in a neighbourhood that primarily consists of smaller acreages. The Beaver Creek OCP supports this type of infill development in the *Residential Use* designation to a minimum parcel size of 0.6 acres for lots connected to the Beaver Creek Water System.

This property had a previous application in 1990 that rezoned a portion of the property and subdivided off a 1 acre parcel (6228 Walker Road). The applicant is applying to rezone the entire subject property from Small Holdings (A1) District to Acreage Residential (RA2) District in order to facilitate a two lot subdivision.

Prior to final approval of subdivision the applicants will be required to apply for and receive a Development Permit from the Regional Board to satisfy the requirements of the Development Permit Area (DPA) 1.

Planning staff is supportive of this application subject to meeting all technical referral agency requirements.

Submitted by:

Heather Adair, Junior Planner

Michael May

Reviewed by:

Mike Irg, M.C.I.P.

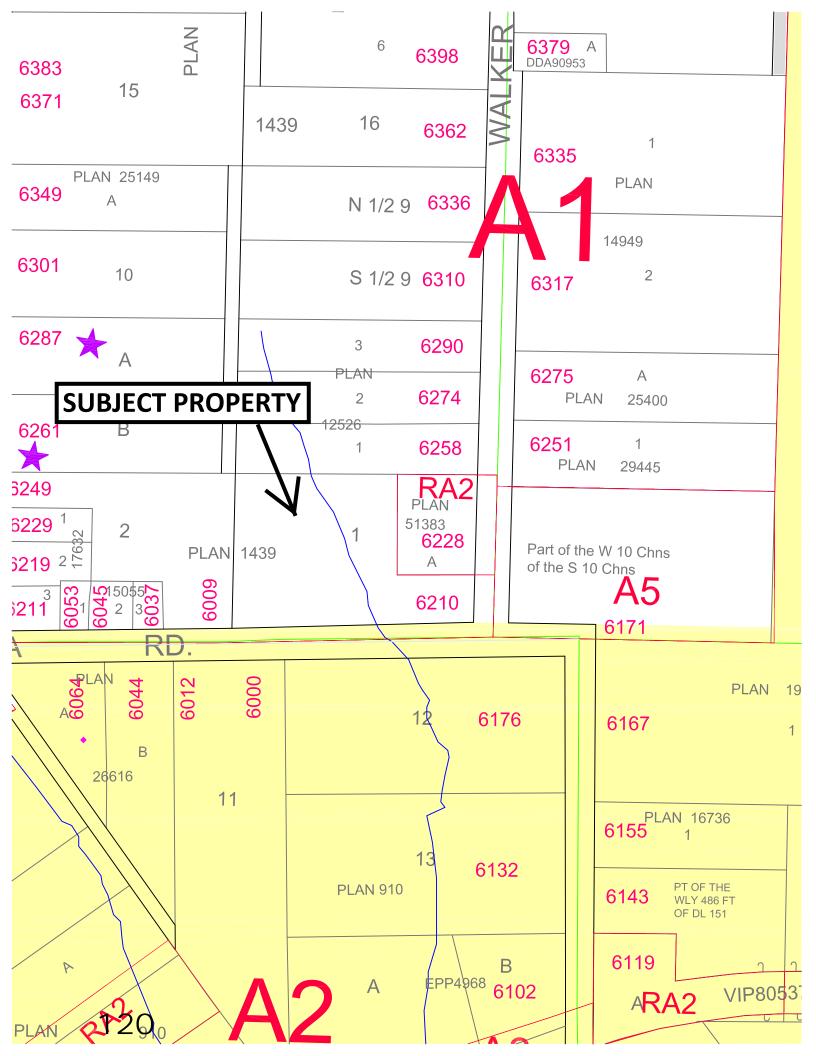
Manager of Planning and Development

Russell Dyson, CAO









REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1330

OFFICIAL ZONING ATLAS AMENDMENT NO. 680

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

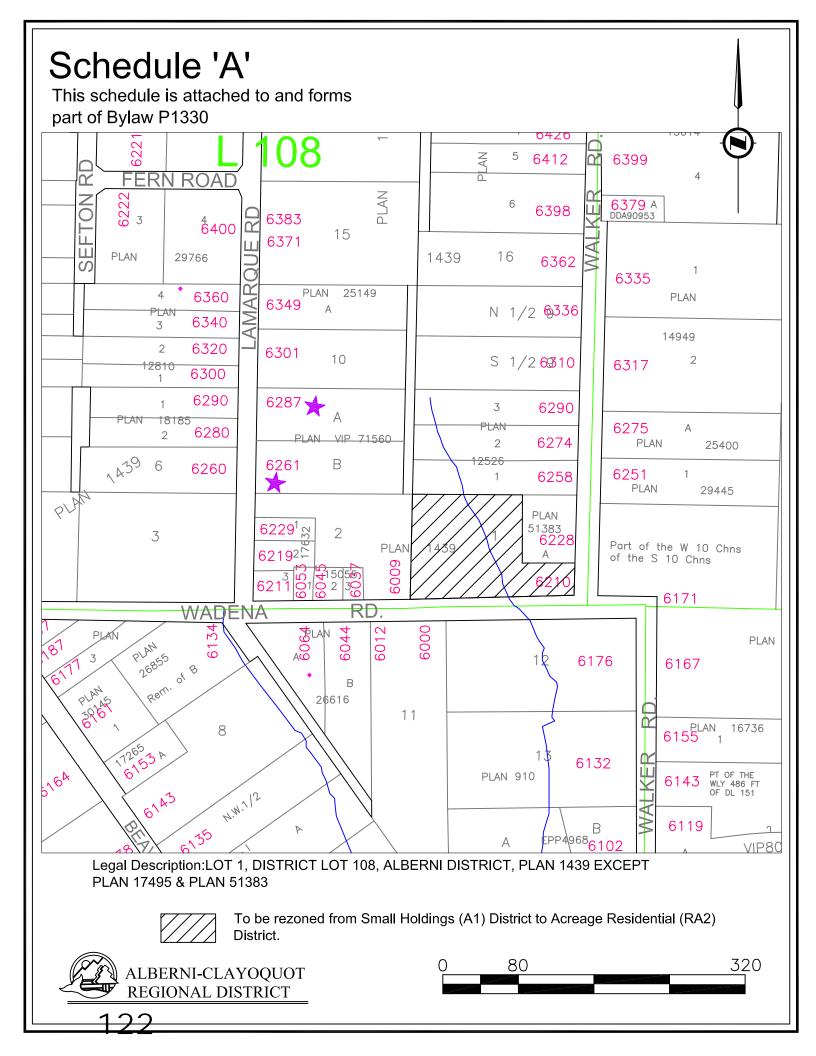
WHEREAS the Local Government Act authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the Local Government Act;

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

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

- 1. TITLE
 - This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1330.
- 2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT 1, DISTRICT LOT 108, ALBERNI DISTRICT, PLAN 1439, EXCEPT THAT PART IN PLAN 17495 AND 51383 from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.
- 3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this Public Hearing held this Read a second time this Read a third time this		day of day of day of day of	, 2015 , 2015 , 2015 , 2015			
	Adopted this	day of	, 2015			
—- Rus	ssell Dyson, CAO				 Chair of the Regional Board	





3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

Rezoning Application

TO: Russell Dyson, Chief Administrative Officer and

ACRD Board of Directors

DATE: May 14, 2015

FROM: Alex Dyer, Planner

ACRD FILE NO: RF15002

APPLICANTS: Roy Kiss

LEGAL

DESCRIPTION: LOT 1, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN VIP85667

LOCATION: 5819 Strathcona Street

ELECTORAL AREA: "F" Cherry Creek

Recommendation: That the Regional Board:

- 1. Receive the staff report;
- 2. Proceed with first reading of Bylaw P1329 to rezone the subject property from Small Holdings (A1) District to Acreage Residential (RA3) District, subject to the following:
 - Confirmation from a Registered On-Site Wastewater Practitioner or Professional Engineer that the soils on-site are capable of accommodating on-site sewage disposal to a minimum 0.6 acre density.
- 3. Pass the following resolution, "That the public hearing for Bylaw P1329 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District."

Applicant's Intention: The property owner has applied to rezone the property in order to facilitate a two lot subdivision. A conceptual subdivision plan was submitted with the application which demonstrates a +/-1.5 acre lot at the rear with the existing house accessed via panhandle to Strathcona and a +/-0.85 acre lot fronting onto Strathcona with an existing shop and attached suite.

Observations:

i) **Status of Property**: The property is mostly cleared and generally slopes up away from the road. The property was created by subdivision in 2008 when it split from the 4.4 acre parent parcel. There is a single family dwelling built in 2004 (Building Permit CCO4-13) at the rear of the property and a Quonset-style garage with attached living suite at the front of the property. The dwelling attached to the shop has been gutted down to the studs with the interior finishing and kitchen appliances removed but the original electrical and plumbing remains in place in addition to the bathroom fixtures and bedroom closet. The space is non-habitable at this point but the owner's intention is to renovate it as a dwelling in the future.

ii) Services

- a. Sewage Disposal: On-site sewage disposal. A permitted septic system was installed in 2004 when the new house was constructed. The bathroom in the accessory building is served by an older existing system. As a condition of rezoning, the property owner will need to seek confirmation from a Registered On-Site Wastewater Practitioner that the property can accommodate a sewer system to serve a minimum 0.6 acre lot subdivision.
- **b.** Water Supply: Cherry Creek Waterworks District.
- c. Fire Protection: Cherry Creek Volunteer Fire Department.
- **d.** Access: The property is accessed via Strathcona Street. The two lot conceptual subdivision plan submitted with the rezoning application shows a panhandle access down the existing driveway to access the lot at the rear. The applicant indicated that a new driveway would be built from Strathcona to access the +/- 0.85 acre lot along the road.

iii) Existing Planning Policies Affecting the Site

- A. **Agricultural Land Reserve**: Not within the Agricultural Land Reserve.
- B. **Official Community Plan**: The Cherry Creek Official Community Plan designates the property as "Residential Use". Policy 3.2.13 allows a minimum lot size of 0.24 hectares (0.6 acres) in all designations for a lot serviced by a community water system. As this property is serviced by the Cherry Creek Waterworks District, the 0.24 hectare minimum would apply. There are no Development Permit Areas designated in the OCP that affect this property.

The proposal complies with the policies and objectives of the Cherry Creek Official Community Plan.

A. **Zoning**: The property is currently zoned Small Holdings (A1) District. The owner has applied to rezone the entire property to Acreage Residential (RA3) District.

Zoning Bulk and Site Regulations			
	A1 District	RA3 District	
Minimum Lot Area:	2 acres	0.6 acres	
Minimum Lot Width:	165 feet	98.4 feet	
Lot Coverage:	-	15%	
Minimum Setbacks			
Front:	25 feet	49.2 feet	
Rear:	30 feet	32.8 feet	
Side:	5 feet	16.4 feet	

The applicant intends to rezone the property to allow for a two lot subdivision. Rezoning the property to Acreage Residential (RA3) District would allow the flexibility of creating a new lot with a 0.6 acre minimum lot size while complying with the Cherry Creek OCP.

Comments:

- 1. The applicant needs to confirm the soil capability for on-site sewage disposal for a minimum 0.6 acre density. A letter from a Registered On-Site Wastewater Practitioner or a Professional Engineer confirming the soil capability will be required prior to proceeding to public hearing.
- 2. There are a few subdivision related issues that need to be resolved prior to subdivision of the property. For clarity, these issues are outlined here in this report. They will not be required as a condition of rezoning but rather will need to be resolved prior to final approval of any subdivision of the property:
 - i. The conceptual subdivision layout complies with the minimum lot size in the RA3 District but the panhandle access to the property at the rear with the existing house is not ideal. The *Local Government Act* requires that any new parcel created have 10% of its perimeter fronting onto a public road with the option of the local government waiving this requirement. The property owner will need to apply for a Parcel Frontage Waiver at the time of subdivision.
 - ii. The Zoning Bylaw also requires that a principle building (single family dwelling) be located on a property before an accessory building would be permitted. At this point in time there are two single family dwellings on this property as there is the new house built in 2004 and a garage with an attached suite. The suite has been used as a storage area for some time and some of the aspects that make

the dwelling habitable have been removed which gives the structure the appearance that it is being converted into an accessory building. There are effectively no kitchen facilities in the suite but there is a bedroom with a closet and a bathroom. At the time of subdivision, this structure will need to be renovated and maintained as a single family dwelling with an attached garage. The alternative would be to remove the building leaving the new parcel vacant.

- 3. Planning staff had a preliminary discussion with the Cherry Creek Waterworks District and they indicated that there are no major issues identified at this time for a two lot subdivision at this site. Once a subdivision application is referred to the Waterworks office their Board will review the proposal thoroughly to determine servicing requirements. The conceptual subdivision layout shows that the water service to the house at the rear of the property will dissect the proposed lot at the front. This will need to be resolved either by altering the subdivision layout, registering an easement for the water service line or installing a new line along the panhandle.
- 4. The proposal complies with the requirements of the Cherry Creek OCP and would not be out of character in this area. The property lies in close proximity to the services provided in the city and provides a good opportunity for in-fill development that will result in more efficient use of public utilities. If the application is furthered to a public hearing, the bylaw would be referred to affected agencies, including the Cherry Creek Waterworks District, and they would be given an opportunity to provide comments/concerns that would be presented at the public hearing. Planning staff feels that this application is reasonable provided that the applicant can confirm the soil capability for on-site sewage disposal for a minimum 0.6 acre density.

Submitted by:	Alex Dem	
,	Alex Dyer, Planner	
Reviewed by:		
	Russell Dyson, Chief Administrative officer	

LEGEND

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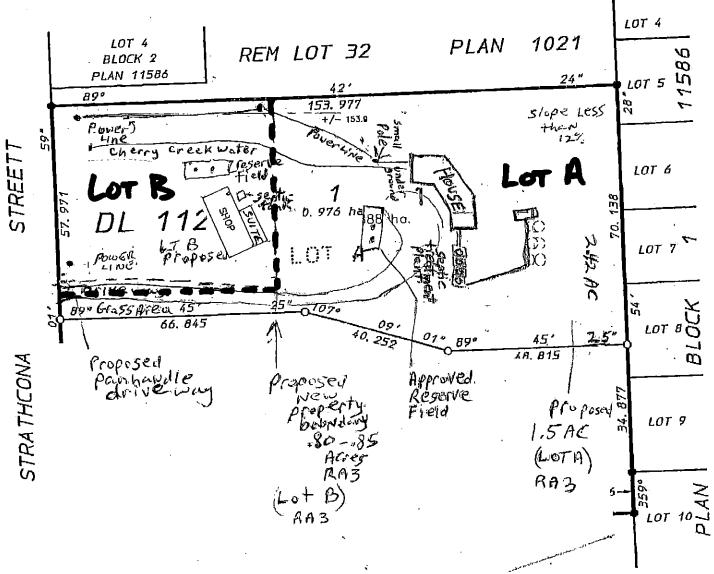
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Approved under the Land Title Act. this 10 day of TECTEMBER, 2008.

the Ministry

DL 112



This Plan lies within the Re District of Alberni-Clayoque

I, Michael A. Sims, a Britis Land Surveyor, of the Town t Beach, in British Columbia, I was present at and persona the survey represented by the the survey and Plan are cori The field survey was comple JULY 7th day of ecked,

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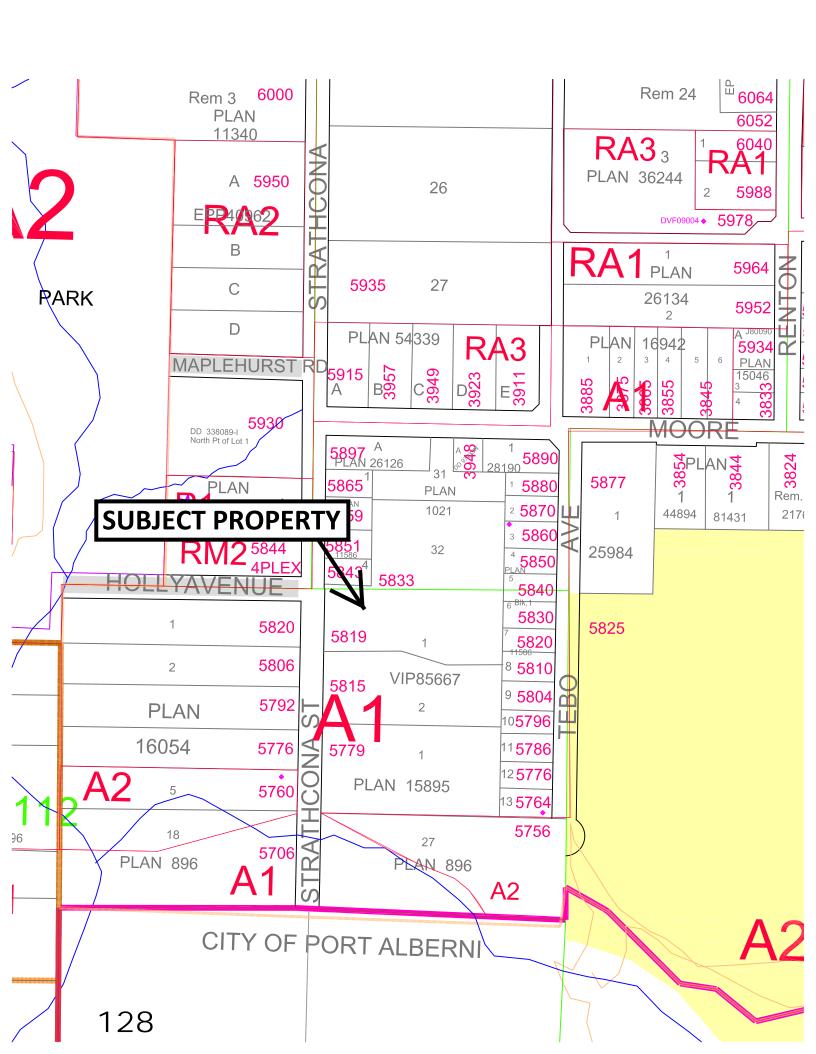


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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1329

OFFICIAL ZONING ATLAS AMENDMENT NO. 679

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

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

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

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

1. TITLE

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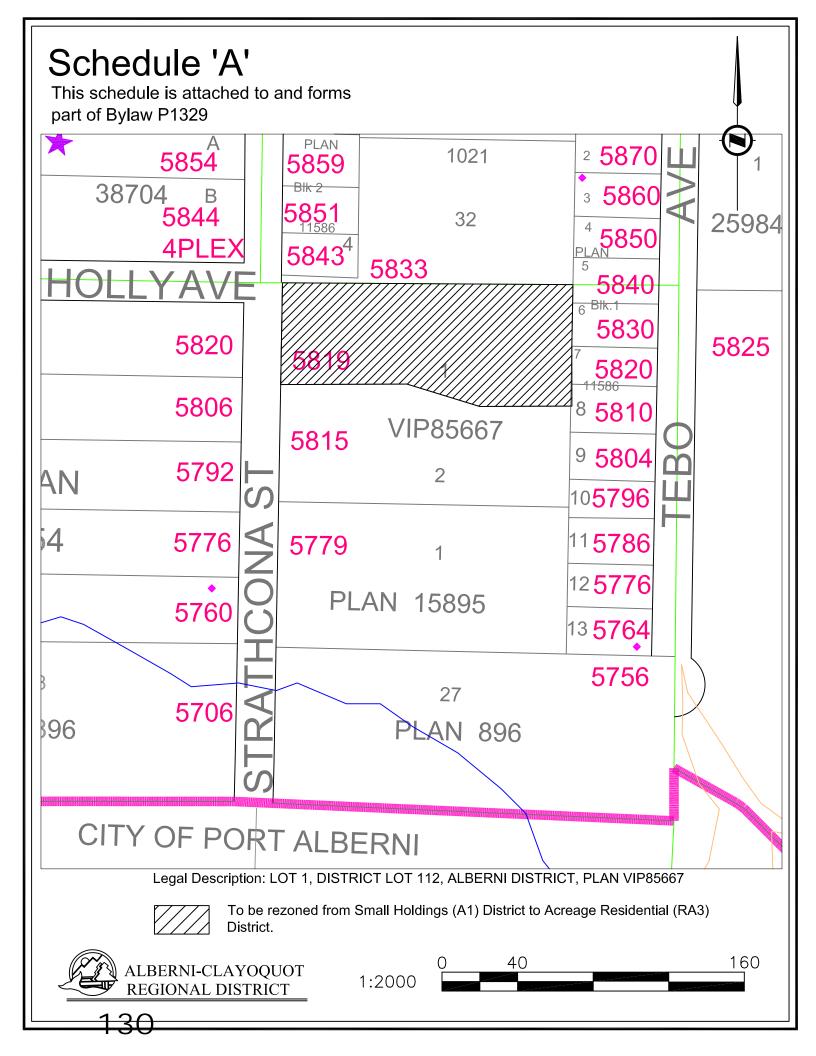
- This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1329.
- 2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT 1, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN VIP85667 from Small Holdings (A1) District to Acreage Residential (RA3) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.

2015

3. This bylaw shall come into force and take effect upon the adoption thereof.

d - £

Public Hearing held this Read a second time this Read a third time this	day of day of day of day of	, 2015 , 2015 , 2015 , 2015	
Adopted this day of	, 2015		
Duranii Duranii CAO		 -	Chain of the Danis and Daniel
Russell Dyson, CAO		(Chair of the Regional Board





3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

Memorandum

To: Russell Dyson, Chief Administrative Officer; and

Regional Board of Directors

From: Mike Irg, Manager of Planning and Development

Date: April 9, 2015 (amended May 20, 2015)

Subject: A Zoning Bylaw Update to Allow Accessory Dwelling Units (ADUs) Within All Electoral

Area Official Community Plan Areas.

Electoral Area: "A" Bamfield, "B" Beaufort ", "C" Long Beach, "D" Sproat Lake, "E" Beaver Creek, and

"F" Cherry Creek

Recommendation:

That the Board of Directors:

- 1) Receive the staff report;
- 2) Give first reading to Bylaw P1327.
- 3) That the public hearing for Bylaw P1327 be delegated to the Chairperson of the Regional Board or the vice Chairperson of the Regional Board.

Applicant's Intention: This amendment to the Zoning Bylaw has been initiated by the Regional District to begin implementation of the updated Electoral Area OCPs with respect to allowing ADU's.

Staff receives regular public inquiries regarding ADUs and when the OCP policies will be included in the zoning bylaw. Bylaw P1327 would amend the existing ACRD zoning bylaw by allowing ADU's in residential zones and following the policies adopted in the Electoral Area OCPs.

Background:

The Alberni-Clayoquot Regional District (ACRD) recognizes the existence of (ADU's) including in-law suites, granny flats, garden suites, basement suites, and carriage houses in the Regional District. In March 2011 the Regional District commissioned a CMHC funded report titled 'Accessory Dwelling Units in the Alberni Valley'. Resident input regarding ADU's was also gathered and incorporated into the 2010 Alberni Valley Background Study.

All of the Electoral Area Official Community Plans (OCPs) contain residential policies that permit ADU's provided that the lot is capable of meeting health requirements for sewage disposal for an accessory residential dwelling unit. The minimum lot size is 0.404 hectares (1 acre) with the exception of the South

Long Beach OCP which would require 1 hectare (2.5 acres).

Staff recommends that the Board proceed with this update to the current zoning bylaw and allow residents to proceed with construction and legalization of ADU's. ADU's are proposed in the new draft zoning bylaw, however, there is significant consultation still required before the updated bylaw can be adopted. This bylaw amendment will allow property owners to proceed with construction on ADUs sooner. Staff feels that it is in the public interest to proceed with this bylaw amendment.

The policies in Accessory Dwelling Units in the Alberni Valley report have been included in the ACRD OCP's. The ACRD has engaged in extensive public consultations regarding secondary suites, through the initial ADU report and the OCP consultation. The following is a list of advantages of ADUs.

Advantages include;

- Affordable rental housing
- Increase density in areas with existing residential use without altering the character of the neighborhood
- Allows for greater diversity within neighborhoods
- Mortgage helper for the homeowner
- Allowing a resident on site if the other party wishes to travel
- May allow owner to age in place, possibly moving to the ADU
- Provide a sense of security for older, frailer owners or person with disabilities
- Allow families to stay together, with adult child or elderly relative in ADU
- Potentially a more diverse population mix, with generally younger or older tenants in the ADU
- Represent a form of low-impact densification, maintaining the character of the neighborhood
- Provide affordable housing without government subsidy

The amended bylaw to allow Accessory Dwelling Units (ADU's) includes the following:

- ADU's permitted in residential, acreage residential districts, and rural district.
- Only one ADU will be permitted per lot.
- No ADU constructed without principal dwelling on site, or the ADU is constructed simultaneously with the principal dwelling unit.
- ADU shall have a total floor area of not more than 80m² (861 ft²) (except Area "C" Long Beach, which will have a maximum area of 70 m²) or, if located within or attached to the principal dwelling unit, not more than 40% of the habitable floor space of the building, whichever is less.
- ADU shall not be constructed within a required front yard and 3 meters from side and rear lot lines.
- ADU shall not exceed 3.7m in height except as otherwise permitted for in the bylaw.
- The ADU, if located within the principal dwelling unit or within a non-residential accessory building, shall have an entrance that is separate from that of the main building.
- ADU shall include facilities for storing, preparing and cooking food, sanitary facilities and a bedroom.
- ADU shall be provided with potable water and sewer disposal facilities approved by the Health Authority.
- No occupancy shall occur unless an occupancy permit has been issued.
- One off street parking space shall be provided for the exclusive use of the ADU's.

ADU's may not be a separate strata unit.

Implementation:

This amendment is part of the implementation of the six rural Official Community Plans. A significant part of the OCP developments included community consultation and while the community was receptive to ADU's, there were also questions about existing ADU's. Part of the OCP implementation plan included a process for legalizing existing ADU's. The attached draft bulletins 1 through 3 outline the process for legalizing existing ADU's and construction of new ADUs.

Financial & Staff Time Requirements:

Significant time from staff will be required to implement the Accessory Dwelling Units. Inspections will be required for existing ADU's as well as new ADU's. Staff will need to work with residents that have existing ADU's to bring them into compliance. In most instances a building permit will be required with applicable building permit fees.

Other considerations include sewage capacity, water connections, and recycling service.

To gain community acceptance, a communications plan is required. Communication plan could include newsletters to homeowners, community meetings, website updates, and advertisements in newspapers.

It is recommended that the Regional District be proactive regarding enforcement of ADU's, rather than reactive.

Submitted by:

Mike Irg, Manager of Planning & Development

Michael May

Approved by:

Russell Dyson, Chief Administrative Officer

ACCESSORY DWELLING UNITS IN THE ALBERNI VALLEY: MOVING TOWARDS ACCEPTANCE

Bulletin #1: Accessory Dwelling Units Explained

What are Accessory Dwelling Units?

Accessory Dwelling Units (ADUs) can be in a variety of forms. They can be a secondary suite in a single-family home, a secondary dwelling (also called a carriage house, coach house, garden suite or cottage) on the same property, or a granny suite or flat above the parking area in a garage.

Why do we need ADUs?

ADUs represent one of the few forms of affordable rental housing that can be provided without subsidy from some level of government. We know that the goal of most people – particularly couples – is to own their own home. This is not always achievable for a variety of reasons. Sometimes people wish to rent in order to save up some money. Sometimes homeowners are financially pressured without a "mortgage helper".

When is an ADU considered legal?

A suite or secondary dwelling is considered legal when all the required building, plumbing and electrical permits have been applied for and approved, and where all work has been completed, inspected and final occupancy has been issued.

Why are we looking at legalizing existing ADUs now?

Legalizing ADUs will allow us to make sure that these forms of housing are safe and not unhealthy for the renter.

Where are ADUs permitted?

ADUs are permitted on any lot on which a single-family home is the principal use. For a secondary suite in a new or existing home, that home must have at least 150 m² of liveable floor area with an existing ceiling clearance of 2.1 m.

How are ADUs different from room-and-board, for example?

ADUs have specific criteria that differentiate them from in-home accommodation. All ADUs must have a separate, private entrance and must have separate facilities for food storage, preparation and cooking, as well as a bathroom and bedroom.

Isn't a secondary suite located in a home?

Yes, it is. But in addition to meeting the criteria listed above, it must also meet additional requirements. According to the BC Building Code, a secondary suite must

- a) have a total floor space of not more than 90 m² in area,
- b) have a floor space less than 40% of the habitable floor space of the building,
- c) be located with a building of residential occupancy containing only one other dwelling unit, and
- d) be located in and part of a building which is a single real estate entity.

What do I have to do if I might want to put a secondary suite in my home?

Homeowners wishing to construct a secondary suite in an existing home or to build a new home with a secondary suite in it must build to meet the requirements of the BC Building Code. You must apply for a building permit from the ACRD and may wish to

refer to Bulletin #2: Planning for a Future Secondary Suite or to Section 9.36 of the BC Building Code.

What do I have to do if I already have a suite in my home?

In order to legalize an existing suite, the suite must comply with the BC Building Code or alternative life safety standards. The ACRD recognizes that a suite may have been added to a home after the occupancy permit was granted and that the suite may not meet all the requirements of the BC Building Code. The Province of BC and many other local governments have worked to determine the minimum safety standards that must be met in order for a suite to be considered legally habitable. You may wish to refer to

Bulletin #3: Legalizing an Existing Secondary Suite.

What happens if my suite doesn't meet the alternative safety standard?

ACRD staff will work with you, inspect your home at no cost and try to suggest ways to bring your suite into conformance. If this cannot be done, you will be required to

remove the suite.

What are the procedures that I have to follow to legalize my existing suite?

You can start by coming to the ACRD office, talk to our staff and review the relevant information that is available. Once you have registered your existing suite, our staff can make arrangements to inspect the suite and go over any upgrades needed. If your suite meets all the requirements, we will issue an occupancy permit for it. If upgrades are required, you will have one year in which make them.

ACCESSORY DWELLING UNITS IN THE ALBERNI VALLEY: MOVING TOWARDS ACCEPTANCE

Bulletin #2: Planning for a Future Secondary Suite

Starting from scratch

If you are planning to build a new home, we recommend that you consider either adding a secondary suite to your initial plans or, if you're not sure you want a

secondary suite at the moment but think you *might* in the future, leave that option open. You can do this by incorporating some of the BC Building Code's secondary suite provisions in your plans, especially components and systems that will be concealed and inaccessible for future inspection. This will avoid costly demolition or rework of the house when you do get around to building the suite.

Adding a new secondary suite to an existing home

Alterations to an existing home to accommodate a secondary suite must be made in compliance with the BC Building Code. If you want to put a suite in your home and the home has not been prepared for a future suite, you may be required to undertake selective demolition of finishes in order to facilitate inspection and/or construction of suite components concealed within the construction.

Planning for a future legal secondary suite

The following steps are recommended if you are building a new home or renovating your basement with the possibility of a secondary suite in mind:

- 1. Install hard-wired smoke alarms that are interconnected with smoke alarms in the rest of the house (i.e., when one smoke alarm goes off, they all go off simultaneously).
- 2. If the heating system in the house is a forced-air system, then the heating ducts in the possible future suite area should be blocked off and electric baseboards or some other kind of heating installed.
- 3. If there is a gas furnace in the basement that will either be inside the possible future suite area or directly adjacent to it, the furnace room should be drywalled inside and out (including the ceiling) with 1.588 cm (5/8 inch) Type X (Fireguard) drywall. The access door to the furnace room should be a 45-minute fire-rated door with a self-closing mechanism.

- 4. If there is to be a door allowing access from a common area or principal unit area into the suite, that door should also be a 20-minute fire-rated door with a self-closing mechanism.
- 5. Install 1.588 cm (5/8 inch) Type X (Fireguard) drywall on the ceiling of the possible future suite area and on any walls that are shared by common areas or principal unit areas in the basement.
- 6. Ensure that each bedroom contains a window that has an openable area of at least $.35 \text{ m}^2$, has no openable dimension less than 38 cm and is no higher off the floor than 1.5 m.

ACCESSORY DWELLING UNITS IN THE ALBERNI VALLEY: MOVING TOWARDS ACCEPTANCE

Bulletin #3: Legalizing an Existing Secondary Suite

Procedure for legalizing an existing secondary suite

Call or visit the ACRD office, 3008 5th Avenue, Port Alberni, telephone 250-720-2700, and talk with our staff. Once you have registered your suite, you can then make arrangements for one of our staff to go through your suite with you, inspect it at no charge, and help determine what must be done – if anything. If your suite does not meet the requirements of the BC Building Code, we will try to help you decide what improvements can be done to either conform to Code or meet the alternative life safety standards.

The minimum health and life safety requirements have been modified from those specified in Section 9.36 of the BC Building Code 2006 in order to minimize the level of difficulty in bringing an existing suite to Code standards while still maintaining the life and fire safety provisions of the Code.

Minimum health and life safety requirements

The following is a summary of the minimum requirements for a new secondary suite:

- ✓ Hot and cold running water
- ✓ Toilet, basin and bathtub/shower in the washroom
- ✓ Kitchen with provisions for cooking, cleaning and food storage
- ✓ Heating system capable of maintaining a minimum temperature of 22°C during the heating season
- ✓ Windows in conformance with Section 9.7 of the Code

Note: Bedroom windows must provide an unobstructed opening of not less than 380 mm in height and width and .35 m² in area, and the bottom of the opening must not be more than 1.5 m above floor level.

✓ Minimum height of 2 m over the required area with localized depressions such as doors, beams, duct drops, etc., of 1.93 m

Areas over and above the required areas are permitted to have less than those prescribed provided it is not part of the means of egress or does not constitute a hazard.

- ✓ Additional interconnected hard-wired smoke alarms of the photo-electric type in both suite and principal dwelling
- ✓ Minimum 25-minute fire separation from the principal residence (i.e., minimum 1.27 cm (½-inch) drywall on both sides of the stud surfaces and on the underside of floor joists)
- ✓ Exit directly to the exterior unless there is a shared exit that is fire separated Exits are not permitted through a garage or service room. Exit enclosures must maintain a minimum 25-minute fire separation. Doors contained within the fire separation must be solid core or listed and must be selfclosing.
- ✓ Minimum stair width of 860 mm with a rise and run configuration that conforms to the Type II stair requirements as specified in Section 9.8 of the Code
- ✓ Combustible drain waste and vent piping enclosed by a minimum of 1.27 cm (½-inch) drywall and not penetrating the drywall
- ✓ Forced-air heating and ventilation systems not interconnecting suite and principal dwelling unless
 - a) listed smoke dampers are installed in the plane of the fire separation or supply ducts (maximum 130 cm² in area) are located not more than 1.2 m above the floor level and
 - b) activation of smoke alarms/detectors in the suite or in the principal dwelling will cause the heating system to shut down.
- ✓ Third-part inspections required:
 - a) Gas-fire furnace installation/operation to be inspected and passed by a qualified heating contractor or the Provincial Gas Safety Branch (telephone 604-660-9433).
 - b) Electrical service panel(s), wiring and appliances in the suite to be inspected and passed by a licensed electrical contractor or the Provincial Electrical Safety Branch (telephone 604-660-9433).
- ✓ Any serious health or life safety matters observed during inspection must be rectified to the satisfaction of the Building Inspector.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1327

OFFICIAL ZONING TEXT AMENDMENT

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw upon the affirmative vote of the directors in accordance with the *Local Government Act*;

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

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1327.

- 2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended as follows:
 - a. Section 3 is hereby amended by adding the following definitions:

"Dwelling Unit, Accessory means a second dwelling unit:

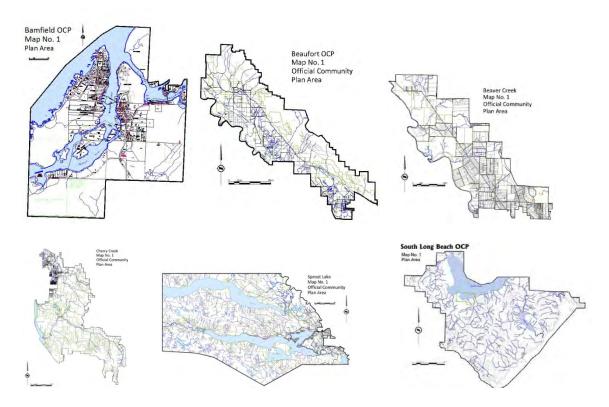
- a) on a lot that already has a single-family dwelling on it or that will have a single-family dwelling constructed contemporaneously on it;
- b) that is an accessory use;
- that is occupied or intended to be occupied as a permanent home or residence of one family;
- d) that may be within or attached to the principal dwelling unit as a secondary suite;
- e) that may be a carriage house or granny flat within or attached to an accessory building such as a garage, barn or workshop;
- f) that may be a detached building such a cabin, cottage or garden suite.

Carriage House means a dwelling unit attached to or located on the second storey of an accessory building with its own external access, separate from that of the access to the accessory building.

Granny Flat means carriage house or secondary suite.

Secondary Suite means a secondary suite as defined by the British Columbia Building Code."

- b. Section 6.5 Accessory Buildings and Uses is hereby amended by adding a new subsection 6.5 4. to read as follows:
 - "4. Accessory Building and Dwelling Units Regulations for accessory dwelling units
 - a) Accessory dwelling units may be permitted, provided the principal use of the lot is a single-family dwelling and the lot is located within the Official Community Plan area of Electoral Area "A", Electoral Area "B", Electoral Area "C", Electoral Area "D", Electoral Area "E", of Electoral Area "F", in the following districts:
 - i. R 1 and R2;
 - ii. RA 1, RA 2, and RA 3; and
 - iii. A 1, A 2, A 3, and A 4;



- b) the minimum lot area for an accessory dwelling unit is 0.404 hectares for properties located in Electoral Areas "A", "B", "D", "E", and "F"
- c) the minimum lot area for an accessory dwelling unit is 1 hectare for properties located in Electoral Area "C".
- d) No more than one accessory dwelling unit is permitted per lot.
- e) No accessory dwelling unit shall be permitted to be erected on any lot unless:
 - i. such lot contains a principal dwelling unit; or
 - ii. the accessory dwelling unit is erected or constructed simultaneously with a proposed principal dwelling unit.
- f) An accessory dwelling unit shall have a total floor area of not more than 80 square

meters or, if located within or attached to the principal dwelling unit, not more than 40% of the habitable floor space of the building, whichever is less. Except an accessory dwelling unit in Electoral Area "C" shall have a total floor area of not more than 70 square meters or, if located within or attached to the principal dwelling unit, not more than 40% of the habitable floor space of the building, whichever is less.

- g) An accessory dwelling unit may only be one story.
- h) An accessory dwelling unit shall not be located, unless otherwise provided for in this Bylaw:
 - i. within a required front yard; and
 - ii. within 3 meters of a side or rear yard lot line.
- i) An accessory dwelling unit shall not exceed 3.7 meters in height except as otherwise provided for in this By-law.
- j) An accessory dwelling unit, if located within the principal dwelling unit or within a non-residential accessory building, shall have an entrance that is separate from that of the main building.
- k) An accessory dwelling unit shall include facilities for storing, preparing and cooking food, sanitary facilities and a bedroom.
- I) An accessory dwelling unit shall be provided with potable water and sewer disposal facilities approved by the local Health Authority.
- m) No person shall occupy an accessory dwelling unit unless an occupancy permit has been issued for it.
- n) One off-street parking space shall be provided for the exclusive use of the accessory dwelling unit.
- o) The registered owner of the property must occupy either the principal dwelling unit or the accessory dwelling unit as his or her principal residence.
- p) An accessory dwelling unit may not be a separate strata unit."

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of Read a second time this day of Read a third time this day of	, 2015 , 2015 , 2015
Adopted this day of , 2015	
Russell Dyson, CAO	Chair of the Regional Board

3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

TEMPORARY USE PERMIT APPLICATION

TO: Russell Dyson, Chief Administrative Officer; and

Regional Board of Directors

DATE: May 1, 2015

FROM: Mike Irg, Manager of Planning and Development

TEMP USE PERMIT

APPLICATION: TUP15009

APPLICANTS: 0742479 BC LTD

Helen Sims - agent

LEGAL

DESCRIPTION: LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, PLAN EPP6547

LOCATION: Two Rivers Arm, Sproat Lake

ELECTORAL AREA: "D" Sproat Lake

Applicant's Intention: To continue to operate a 30 site campground at the current location.

Recommendation: That the Regional Board:

1) Pass a resolution to consider issuing a Temporary Use Permit TUP15009.

Procedure:

Prior to the issuance of a Temporary Use Permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants, and publishes a notice in the newspaper to afford the public an opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the Temporary Use Permit.

Observations:

1. Property Description: This property is approximately 4.28 hectares (10.57 acres), forested with mature hardwoods. Located adjacent to Sproat Lake with three small streams located on the property.

2. Services:

- (a) **Sewage Disposal**: For the temporary permit no on-site sewage disposal. Individual RVs will use a sani dump, porta potties or have RV pumped.
- **(b)** Water Supply: There is no on-site water supply.

TUP15009

(c) Fire Protection: Not within a fire protection area

(d) Access: From a Forest Service Road

3. Existing Planning Documents Affecting the Site:

- A. Agricultural Land Reserve: Not within ALR.
- B. **Official Community Plan**: Within the Sproat Lake Official Community Plan area. The property is designated "comprehensive development"

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

Policy 3.2.11 "Consider issuing temporary use permits in appropriate areas in all land use designations, in accordance with section 921 of the LGA."

C. **Zoning:** The property is zoned Forest Reserve (A4) District. Campgrounds are permitted on property owned by a public agency.

Under Section 921 of the *Local Government Act*, the Regional District may issue a Temporary Use Permit, by resolution, in areas where areas are designated in an Official Community Plan. A Temporary Use Permit may do one or more of the following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried;
- iii. Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Where a temporary use permit is designated in an OCP, the Regional District must give notice to the public in accordance with the requirements of the *Act* which includes notifying the neighbouring property owners and tenants, and publishing a notice in the newspaper.

The Temporary Use Permit is valid for up to 3 years and may be renewed by the Regional District once. After this time has expired the property owner must apply to rezone the property to allow for the continued use or discontinue the specified use.

Note: The property owners have applied to rezone the property and have applied to acquire a section of crown land that would be used for a septic field. As a campground is operating on this property, staff has recommended a temporary use permit as an interim solution, while the rezoning application and crown land application are processed.

D. **Temporary Use Permit:**

The Temporary Commercial Use Permit for LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, PLAN EPP6547 shall be subject to the following conditions:

TUP15009

- This permit is only applicable to LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, 1. PLAN EPP6547.
- This permit is issued for a seasonal commercial campground for a maximum of 2. 30 camping sites.
- 3. The campground can only be operated between May 15 and September 15.
- 4. There is to be no vegetation removal within 15 meters of any streams.
- 5. There is to be no vegetation removal within 15 meters of the natural boundary of Sproat Lake.
- 6. No campsites to be located below the high water mark of Sproat Lake identified on Schedule "A".
- 7. The high water mark of Sproat Lake to be identified by a sign every 30 meters.
- 8. Campsite 1, identified on schedule "A" to be relocated to a site within the property boundaries and outside the 15 meter riparian setbacks identified on Schedule "A".
- 9. Access to Sproat Lake foreshore to be maintained for all campsite users and to be clearly marked.
- 10. No permanent structures to be erected on the property.
- 11. This permit is valid until September 30 2016.
- 12. At the time this permit expires, the property owner may apply to the Regional District to have it re-issued for a period of up to three (3) years or return the property to the original use permitted under the current Zoning. The applicant's intention is to rezone the property.

Comments:

The current owners have operated this campsite for the past three years. There is a caretaker onsite and camping is only permitted between May 15 and September 15. Currently zoned Forest Reserve (A4) District, camping is permitted if the land is publicly owned. This property was previously privately owned land within TFL 44 and was subsequently sold to the current owners.

Initially a rezoning application was submitted for a comprehensive development zone that would allow for the current campsite, with some expanded sites and cabins for the owners. As part of the larger development, a portion of crown land has also been applied for, which would accommodate a septic field. The crown land acquisition has not been approved yet. Staff suggested a temporary use permit as an interim solution.

There is no on-site sewage disposal. Campers will bring the RV to a sani station, have the tanks pumped or use porta-potties. Staff confirmed with the Health Inspector that this is permitted and

TUP15009

not considered pump and haul.

There is a history of debris torrents on the property. A geotechnical engineer has provided a report stating that the site can be used for the current campground use. The owners currently limit use to between May 15 and September 15 (this would also be required in the permit).

A biologist has reviewed the site and provided a report. The recommendations from the report are included in the permit.

As this is a temporary use permit, no permanent structures to be constructed.

The temporary use permit limits the number of campsites to the 30 sites that are currently there. Campsite one needs to be moved to a new location outside of the riparian areas.

The proposed permit would not allow any further vegetation removal within 15 meters of the creeks and shore line of Sproat Lake.

The term of this proposed temporary permit is until September 30 2016. This provides for two camping seasons and gives the owners time to address the requirements for the crown land acquisition and the rezoning application.

This campsite provides a controlled environment for camping on Sproat Lake.

Prepared by:	Michael Ray
•	Mike Irg MCIP, Manager of Planning and Development
Reviewed by:	
	Russell Dyson, Chief Administrative Officer

Fern Road Consulting Ltd.

Our File: 14-125-Z Your file: RD 14004

2015-04-23

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

Attention: Mike Irg

Dear Mike

RE: Sproat Lake Ventures - Lot A, District Lot 567, Clayoquot District, Plan EPP6547

On behalf of our clients, 0742479 B.C. Ltd., we are applying for a Temporary Use Permit (TUP) to allow for the existing recreational vehicle campground.

Sims Associates Land Surveying Ltd. has completed a site plan and Toth and Associates Environmental Services has completed a biologist report. Please note that the 31 RV campsites shown on the site plan are the ones that are rented. There are several more (east of sites 29 & 30) that are used by the owners and are not rented. The plan will be revised for the rezoning application, with the additional sites, at a later date.

For your reference, enclosed please find:

- Temporary Use Permit application form
- Report prepared by Toth and Associates Environmental Services
- Site plan prepared by Sims Associates Land Surveying Ltd. (2 full size & 1 reduced)
- Letter of authorization

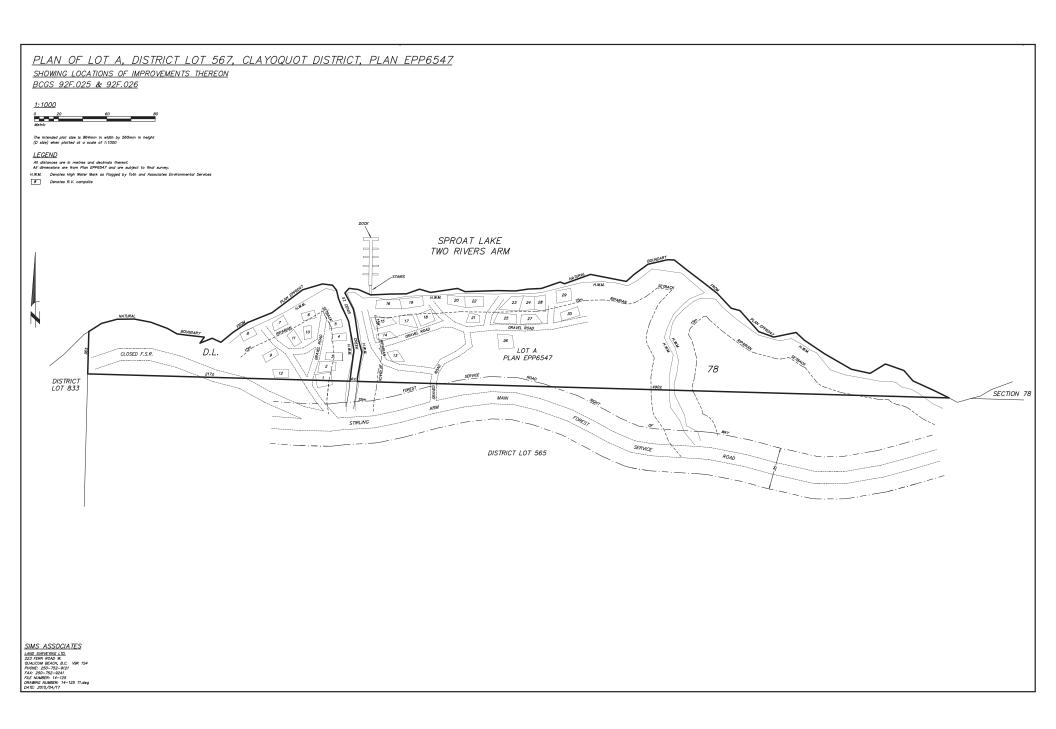
Please phone or email me if you have any questions or concerns.

Yours truly

Helen MacPhail Sims

HMS/lr Enc.

e-mail: <u>hsims@simssurvey.ca</u> <u>lrann@simssurvey.ca</u>



Toth and Associates Environmental Services



6821 Harwood Drive, Lantzville, B.C. V0R 2H0 Tel: (250) 390-7602 Fax: (250) 390-7603

E-mail: stoth@shaw.ca

April 21, 2015

Sproat Lake Joint Ventures

C/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd. 223 Fern Road West,
Qualicum Beach, V9K 1S4

Re: Assessment of Water Features on 18001 Stirling Arm Road, Sproat Lake for a Proposed Subdivision

Introduction

Steve Toth, AScT., R.P.Bio. (Toth and Associates Environmental Services) conducted a survey of the water features on the subject property noted above on February 17, 2015. The proposed rezoning and subdivision of the property has triggered the requirement for an assessment of watercourses on the property for determination of high water marks and watercourse setbacks. The subject property is located approximately 7.9km west of the intersection of the Industrial Haul Road and Stirling Arm Road on the south shore of Two Rivers Arm, Sproat Lake. The property is situated between Stirling Arm Road and Sproat Lake and is approximately 5.46 hectares in size. The property is located within the Alberni-Clayoquot Regional District's (ACRD) Riparian and Natural Hazard Development Permit Areas and is a Development Approval Information Area.

Biophysical Description

The subject property is located within the western variant of the Coastal Western Hemlock Very Dry Maritime (CHWxm2) biogeoclimatic zone. The property is forested primarily with mature hardwoods (bigleaf maple and red alder dominant) with occasional western redcedar and western hemlock. The understory is comprised of sword fern, salmonberry, trailing blackberry, seedling western redcedar and hemlock with red-osier dogwood, pacific ninebark, willow, red elderberry, seedling red alder and black cottonwood along the lake shore. Topographically the property slopes steeply from the grade of Stirling Arm Road, reducing in grade towards the shoreline of Sproat Lake, except at the west end of the property where the land remains steeply inclined to the waters edge. Overall aspects on the property are northerly. Water features on the property include Sproat Lake, St. Dennis Creek and two unnamed seasonal streams (Figure 1).

Watercourse Descriptions

St. Dennis Creek was the site of a recent debris torrent / wash-out. Riparian vegetation is limited to a thin buffer of seedling red alder and bigleaf maple. The stream channel is wide with steep, unstable banks and frequent areas of bank sloughing (Photograph 1). A flood channel on the east bank of the creek likely formed during the debris torrent had no recent (winter 2014/2015) evidence of surface flows. The perched culvert outlet at Stirling Arm Road represents an impassable barrier to upstream fish migration (Photograph 2). St. Dennis Creek is subject to dewatering during the summer months and therefore only provides limited fish habitat on a seasonal basis.

Campsite / road development and riparian vegetation cutting / removal have occurred within the setbacks of St. Dennis Creek.

Unnamed watercourse 1 (Photograph 3) is located at the east end of the limit of current campsite development. The watercourse consists of a narrow entrenched ephemeral stream with several potential barriers to upstream fish passage. The riparian area is intact with the exception of the lower 40m of stream where the west side has been cleared. Riparian vegetation is comprised of mature bigleaf maple, red alder, and occasional western redcedar with an understory of sword fern and salmonberry (Photograph 4). The limit to fish distribution on this watercourse can be considered to be the perched culvert outlet at Stirling Arm Road. Good quality seasonal fish habitat is present in approximately the lower 50m of the watercourse, downstream of the first partial barrier.

Unnamed watercourse 2 (Photographs 5 and 6) is located at the east end of the property and consists of a steep, narrow, entrenched ephemeral watercourse. The riparian area is intact and consists of mature hardwoods, salmonberry and sword fern. Due to barriers, fish use is likely limited to the lower 50m of stream.

Sockeye salmon carcasses were noted on the forest floor in the vicinity of unnamed watercourse 1 and 2, and may indicate that spawning occurs around the mouth of these streams. Juvenile salmonids were noted frequently within the flooded riparian area along the shoreline of Sproat Lake.

The high water mark was flagged on St. Dennis Creek (yellow with black dot), Unnamed watercourse 1 (pink with black dot), and unnamed watercourse 2 (east bank yellow with black dot, west bank pink with black dot). The high water marks of streams where they merged with the high water mark of Sproat Lake were double flagged.

The high water mark of Sproat Lake was flagged (pink with black dot) from the west end of the current campsite development to the east end of the property. The high water mark of Sproat Lake was considered to be the upper limit of rafted woody debris (Photograph 7). The high water mark (Figure 2) varies considerably from the natural boundary (i.e. edge of rooted woody-stemmed vegetation).

Campsite / road development and vegetation clearing have occurred within the setback of Sproat Lake (Photograph 8).

Watercourse Setback Requirements

The setbacks required under the Sproat Lake Official Community Plan (OCP) are 15m for Sproat Lake, St. Dennis Creek and unnamed watercourse 1 and 2.

The provincial *Riparian Area Regulation* (RAR) does not apply within the ACRD.

The federal *Fisheries Act* (Section 35. (1)) indicates that: "No person shall carry on any work, undertaking or activity that results in serious harm to fish that are part of a commercial, recreational or Aboriginal fishery, or to fish that support such a fishery." Sproat Lake supports all three types of fisheries that are described under Section 35. Sockeye salmon in particular are known to utilize the shoreline beach areas of Sproat Lake for spawning.

Proposed Land Use

Based on the information provided, the proposed development of the property includes an application for a Temporary Use Permit, a rezoning application (#RD14004) by Sproat Lake Ventures to allow for a recreational vehicle campground, and a two lot subdivision; one for the campground and one for the landowner's personal use. In a letter dated February 3, 2015 the Alberni-Clayoquot Regional District (Mike Irg, ACRD Manager of Planning and Development) has indicated that the proposed development will require a Development Permit for DPA 1 (Riparian Areas) and that any development or alteration should be planned to avoid intrusion within 15m of St. Dennis Creek and Sproat Lake. The letter also indicated that, as development has occurred within 15m of St. Dennis Creek, a Qualified Environmental Professional (QEP) will be required to prepare a report detailing site conditions and providing any measures that must be taken to protect the riparian area.

Current Conditions

Development has occurred within the 15m setbacks of Sproat Lake and St. Dennis Creek on the property (Figure 2), including campsites, roads and vegetation clearing (Photographs 9 and 10). The property has a long history of public use as an informal camping area and development primarily occurred prior to possession of the property by the current landowners. The current landowners have undertaken considerable clean-up of the property and developed a comprehensive list of campsite rules (attached). The campsite is open on a seasonal basis from May 15 – September 15.

Recommendations

Our primary recommendation is that any future new campsites proposed within the 15m aquatic setbacks be situated within existing areas of historic clearing and development to minimize further vegetation removal. Existing development that has occurred within aquatic setbacks

Steven

should be modified to ensure that all areas of development (excluding dock, boat launch and swimming areas) are located above the high water mark of Sproat Lake. No campsites, structures or fire pits should be located below the high water mark.

Secondly, re-establishment of vegetation within the aquatic setbacks should be a priority and we recommend that the campsite rules include prohibitions on the cutting or removal of native woody-stemmed vegetation from within the 15m aquatic setbacks (with the exception of Hazard Trees), and removal of any vegetation from below the high water mark. The 15m aquatic setback boundary of Sproat Lake should be posted with signage at frequent intervals (e.g. every 30m).

Please contact us if you have any questions regarding the contents of this report.

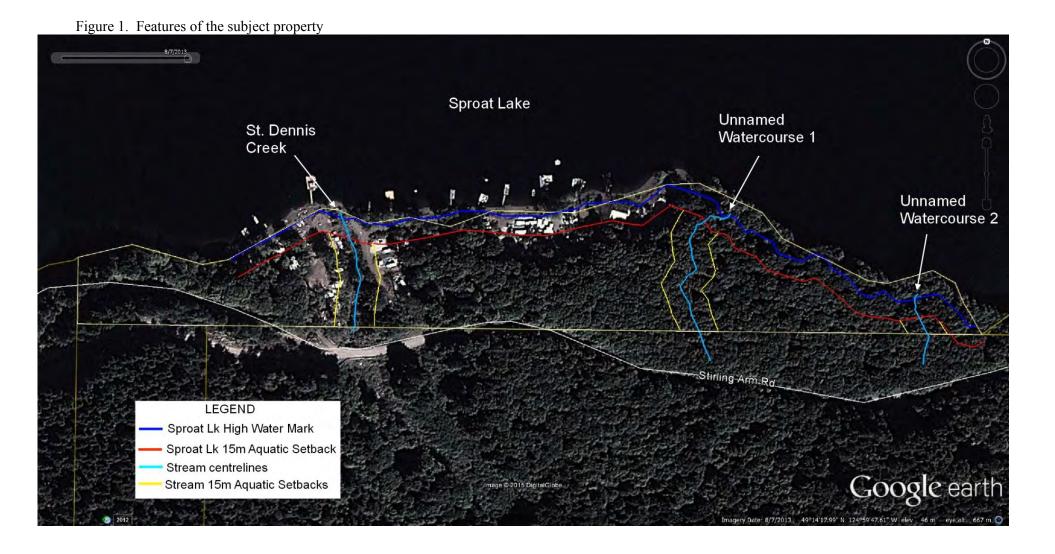
Sincerely,

Steve Toth, AScT. R.P.Bio.

Toth and Associates Environmental Services

Tel. (250) 390-7602

E-mail: stoth@shaw.ca



PLAN OF LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, PLAN EPP6547 SHOWING LOCATIONS OF IMPROVEMENTS THEREON BCGS 92F.025 & 92F.026 LEGEND All distances are in metres and decimals thereof.

All dimensions are from Plan EPP6547 and are subject to final survey. Denotes High Water Mark as Flagged by Toth and Associates Environmental Services SPROAT LAKE TWO RIVERS ARM LOT A PLAN EPP6547 CLOSED F.S.R. 78 DISTRICT LOT 565

Figure 2. Sims Associates Land Surveying Ltd.'s Survey Plan with campsite locations and aquatic setbacks



Photograph 1. View downstream on St. Dennis Creek from Stirling Arm Road.



Photograph 2. View of perched culvert outlet on St. Dennis Creek.



Photograph 1. View downstream on unnamed watercourse 1 to Sproat Lake.



Photograph 2. View upstream on unnamed watercourse 1 to first partial barrier.



Photograph 3. View upstream on unnamed watercourse 2 from high water mark of Sproat Lake.



Photograph 4. View upstream on unnamed watercourse 2 to Stirling Arm Road.



Photograph 5. View of rafted woody debris along the high water mark of Sproat Lake.



Photograph 6. View east from St. Dennis Creek of development within riparian setback of Sproat Lake.



Photograph 7. View upstream from the mouth of St. Dennis Creek of development within riparian setback



Photograph 8. View of clearing and development along the shoreline of Sproat Lake.

SPROAT LAKE RETREAT RULES 2015

Site renters and their guests must adhere to the following RULES while at the Sproat Lake Retreat, property of 0742479 B.C. Ltd., operated by BPDV Retreat:

- Maximum of one fully self contained RV and one vehicle per site. 5 person maximum per site.
- Sites are rented on an annual basis from May 15th to September 15th. Sites must be fully vacated by September 15th. Subletting of sites is not permitted.
- ❖ There is no guarantee that campers will be assigned the same site from year to year.
- Private docks prohibited. All Campground Rules apply to use of campground docks and ramps.
- ❖ Beaches are for all guests to use. Waterfront sites do not have exclusive use of the beach. Access areas to the water MUST be kept open at all times.
- There is no lifeguard on duty. Swimming/water sports activities and use of dock(s)/ramp(s) are at your own risk.
- In consideration of other guests and visitors, loud activities must be avoided. Quiet time is from 10:00 p.m. to 8:00 a.m.
- In order to minimize noise in the campground, please limit generator use from 9 am to 11 am and 7pm to 9 pm.
- No permanent improvements, pouring of concrete, etc. may be made to the sites.
- No illegal or dangerous activities are permitted on the property.
- Firearms are prohibited on the property.
- Pet owners are responsible for the actions of their pets while on the property. Cats and dogs only, no aggressive breeds. Pets must be controlled and not allowed to annoy or endanger other renters or guests. Owners must clean up after their pets (remove excrement etc). Never leave your pet unattended outside.
- Liquor consumption is prohibited anywhere on property with the exception of your campsite.
- ❖ There are no public washrooms or showers on site. Campers must use their own RV washroom facilities or portable latrines. Septic and grey water must be removed from the campground and disposed of at an approved septic or sewer dump site.
- Garbage must be removed from sites on a regular basis and disposed of at an approved disposal site.
- All possessions must be removed from the site at the end of the season and it must be left in the same condition it was upon arrival.
- No glass containers permitted on the beach plastic/metal containers only. Ensure no items are thrown into or abandoned near the lake or creeks.
- Campfires permitted only in designated fire pits at each site. Firepits must be thoroughly cleaned out at the end of each season and residue disposed of at an approved disposal site.
- No open fires allowed during campfire bans follow all regulations in effect regarding campfires.
- ❖ Be bear aware. To avoid potential problems with bears, do not leave food or garbage out as this can attract them. Maintain a clean campsite.
- All campers and guests must adhere to rainfall guidelines & evacuation policy (posted at the campground and emailed to campers).
- Do not disturb or compromise the integrity of watercourses (creeks) or lake shoreline below the high water levels
- Refueling of generators or other equipment is prohibited within 15 meters of the lake or creeks.
- ❖ BPDV Retreat, 0742479 B.C. Ltd. and Sproat Lake Joint Venture assume no responsibility for any damage to, loss or theft of property or injury or harm to any renter or guests. You are responsible for the actions and safety of your children and guests.
- The owners of BPDV Retreat, 0742479 B.C. Ltd. & Sproat Lake Joint Venture, reserve the right to ask anyone we feel is disturbing the camping experience and/or disregarding the rules to leave the campground, with no refund. We reserve the right to refuse service to anyone. Actions by any person of any nature which may be dangerous or may create a health or safety concern or unduly disturb others, are not permitted. This includes, but is not limited to, any unusual, disturbing or excessive noise, intoxication, aggression, quarrelling, threatening, fighting, immoral or illegal conduct, profanity, or rude, boisterous, objectionable or abusive language or conduct.
- Site renters and their guests shall indemnify and hold harmless the owners of BPDV Retreat, Sproat Lake Joint Venture and 0742479 B.C. Ltd. from and against any and all liability or claims for injuries (including injuries resulting in death) to persons or property arising from occupation of/access to or activity on the property.



Lewkowich Engineering Associates Ltd.

geotechnical • health, safety & environmental • materials testing

File Number: G6947.02r1

Date: February 6, 2015

Sproat Lake Joint Venture P.O. Box 276 Parksville, BC V9P 2G4

1.8

Mr. Brad Rodway

PROJECT:

Attention:

PROPOSED RECREATIONAL USE RESIDENTIAL

DEVELOPMENT, DL 567, ST. DENNIS CREEK, SPROAT LAKE, BC

SUBJECT:

GEOTECHNICAL REVIEW OF NATURAL HAZARDS AS

OUTLINED IN SPROAT LAKE OFFICIAL COMMUNITY PLAN

Dear Mr. Rodway:

1. INTRODUCTION

As requested, Lewkowich Engineering Associates Ltd. (LEA) has carried out a review of Geotechnical issues and Development Permit Area II conditions set out in the Sproat Lake Official Community Plan (SLOCP), affecting the subject property with respect to the proposed subdivision and recreational use building sites.

2. BACKGROUND

- a. We understand the project could consist of one or more recreational dwellings and auxiliary buildings constructed utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface driveways, and gravel surface parking. A portion of the property may continue to be used as a private campground with annual tenancy agreements.
- b. The subject property falls within the Sproat Lake Official Community Plan area and is marked on SLOCP Map 1 as a Comprehensive Development Area. The property is shown on SLOCP Map 3 to be in a DPA II Natural Hazard Area. The Alberni-Clayoquot Regional District therefore requires that an Engineering Professional (Geotechnical Engineer) provide a report regarding any Natural (Geotechnical) Hazards of the site.
- c. LEA has prepared a separate Geotechnical Assessment for the project, as information required by Alberni-Clayoquot Regional District (A-CRD), Building Inspection Department

Client:

Sproat Lake Joint Venture

Project:

Geotechnical Review of Natural Hazards

File #:

G6947.02r1

Date:

February 6, 2015

Page:

2 of 6



regarding the suitability of the site for Building Construction, together with bearing capacity and seismic classification of the site soils for the recreational building sites. (File Number: G6947.03)

3. ASSESSMENT OBJECTIVES

Our assessment, as summarized within this report, is intended to meet the following objectives:

- i. Determine whether the land is considered safe for the use intended (Defined for the purposes of this report as the construction of one or more recreational dwellings and auxiliary buildings utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface driveways, and gravel surface parking. A portion of the property may continue to be used as a private campground with annual tenancy agreements.), with the probability of a geotechnical failure resulting in property damage of less than 10 percent (10%) in 50 years, with the exception of geohazards due to a seismic event which are to be based on a 2 percent (2%) probability of exceedance in 50 years, provided the recommendations in this report are followed.
- ii. Identify any geotechnical deficiency that might impact the design and construction of the development, and prescribe the geotechnical works and any changes in the standards of the design and construction of the development that are required to ensure the land, buildings, and works and services are developed and maintained safely for the use intended.
- iii. Acknowledge that Approving and/or Building Inspection Officer may rely on this report when making a decision on applications for the development of the land.

Client:

Sproat Lake Joint Venture

Project:

Geotechnical Review of Natural Hazards

File #:

G6947.02r1

Date:

February 6, 2015

Page:

3 of 6



4. ASSESSMENT METHODOLOGY

- a. The sub-surface geotechnical investigations were carried out on January 23, 2014 and the surface investigations on January 23 and March 17, 2014.
- b. A site plan showing the location of the test pits (Figure 1) is attached, following the text of this report.
- c. A photographic record of site and test pit views has been assembled for LEA's files.

5. GEOTECHNICAL CONDITIONS

- a. On the area east of St. Dennis Creek there are typically four main soil strata, with some variances, encountered at increasing depths within the test pits observed by LEA. These consisted of a layer of compact, brown, moist, sand and gravel with some to nearly no silt, organics, underlain by a compact, brown, moist, sand, gravel and cobbles with root tendrils, underlain by a compact, brown, moist, sand, gravel and cobbles and trace silt, underlain by a compact, grey-brown or grey, moist, sand and gravel.
- b. The area west of St. Dennis Creek slopes gently then more abruptly to the lakeshore near the creek and steepens sharply toward the eastern lot boundary. The flatter area is an alluvial fan believed to be comprised of similar soils as on the east side of St. Dennis Creek. The steeper area to the west is comprised of bedrock with no overburden to very little overburden except in the area of the abandoned road grade where there are thicker fills on the lower side of the roadway.
- c. Most of the DL 567 property is sufficiently high enough above the lake level to allow development in areas away from the 15 meter Riparian setback zone.

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Geotechnical Review of Natural Hazards

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6. CONCLUSIONS AND RECOMMENDATIONS

6.1 General

From a geotechnical point of view, the land is considered safe for the use intended (Defined for the purposes of this report as the construction of one or more recreational dwellings and auxiliary buildings utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface driveways, and gravel surface parking. A portion of the property may continue to be used as a private campground with annual tenancy agreements.), with the probability of a geotechnical failure resulting in property damage of less than 10 percent (10%) in 50 years, with the exception of geohazards due to a seismic event which are to be based on a 2 percent (2%) probability of exceedance in 50 years, provided the recommendations in this report are followed.

6.2 Foundation Design & Construction

The proposed recreational residences must be built with any living space floor system constructed above the Sproat Lake flood plain as established in the SLOCP. Building foundations and supporting walls may be constructed below the flood plain but must not have space (other than storage) below the flood plain elevation. LEA considers that the lands uphill of the riparian setback are generally high enough to meet the criteria.

6.3 Seismic Issues

- a. No compressible or liquefiable soils were encountered during the test pitting investigation.
- b. Based on the 2012 British Columbia Building Code, Division B, Part 4, Table 4.1.8.4.A, 'Site Classification for Seismic Response,' the soils and strata encountered during the Test Pit investigation would 'Site Class D' (Stiff Soil).

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c. LEA has reviewed the gradients of adjacent lands for slopes greater than 30 percent and has concluded that there are minor risks of rock loosening in localized areas above the newly relocated logging haul road alignment west of St. Dennis Creek. The blast fractured bedrock may fall to the upper road but would not likely roll completely across the roadway and down the adjacent slope. A further study may be warranted when proposed building sites are known. The area east of St. Dennis Creek does not have slopes greater than 30 percent within an area of influence taken as within 30m.

7. GEOTECHNICAL ASSURANCE AND QUALITY ASSURANCE

The 2012 British Columbia Building Code requires that a geotechnical engineer be retained to provide Geotechnical Assurance services for construction of this nature. Geotechnical Assurance services include review of the geotechnical components of the plans and supporting documents, and responsibility for field reviews of these components during construction.

8. ACKNOWLEDGEMENTS

Lewkowich Engineering Associates Ltd. acknowledges that this report may be requested by the Approving Officer (or equivalent) of the Alberni-Clayoquot Regional District as a precondition to the issuance of a development or subdivision permit. It is acknowledged that the Approving Officers and Building Officials may rely on this report when making a decision on application for development of the land. We acknowledge that this report has been prepared for, and at the expense of Sproat Lake Joint Venture. We have not acted for or as an agent of the Alberni-Clayoquot Regional District in the preparation of this report.

9. LIMITATIONS

The conclusions and recommendations submitted in this report are based upon the data obtained from a limited number of widely spaced subsurface and surface explorations. The

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nature and extent of variations between these explorations may not become evident until construction or further investigation. The recommendations given are based on the subsurface soil conditions encountered during the Test Pit investigation, current construction techniques, and generally accepted engineering practices. No other warrantee, expressed or implied, is made. Due to the geological randomness of many soil formations, no interpolation of soil conditions between or away from the test pits has been made or implied. Soil conditions are known only at the test pit locations. If other soils are encountered, unanticipated conditions become known during construction or other information pertinent to the structures become available, the recommendations may be altered or modified in writing by the undersigned.

10. CLOSURE

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

Respectfully Submitted, Lewkowich Engineering Associates Ltd.

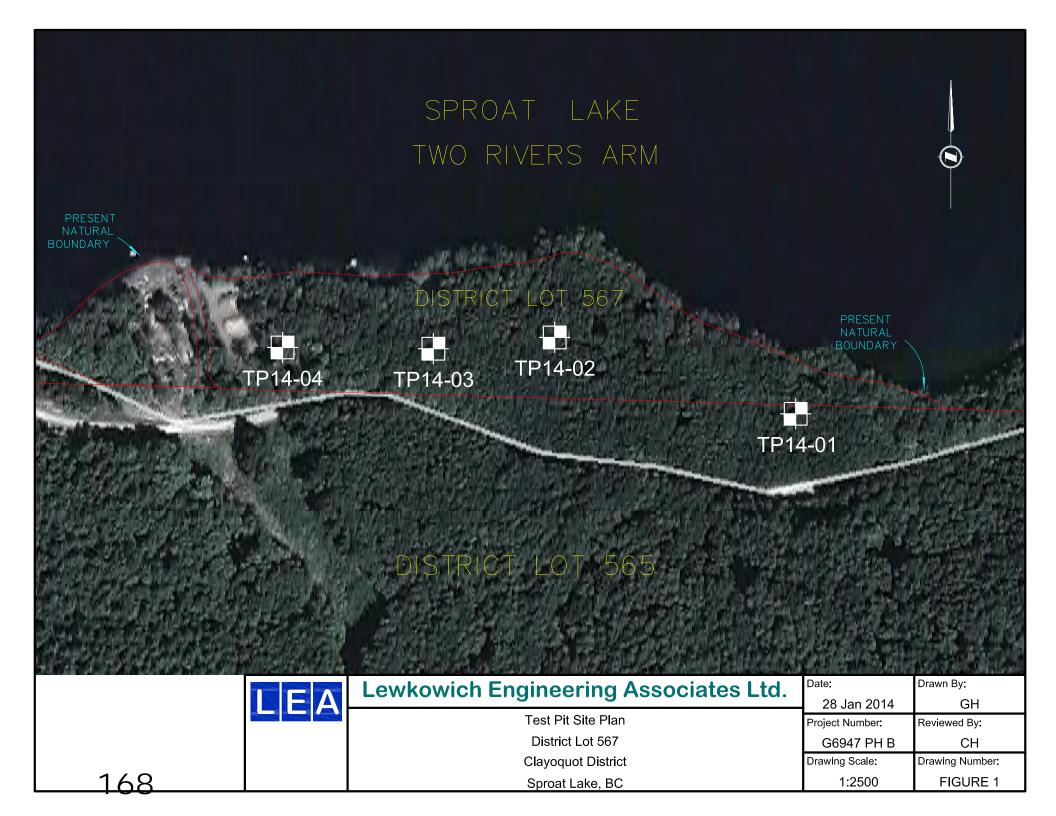
Bradford Hill Senior Engineering Technician

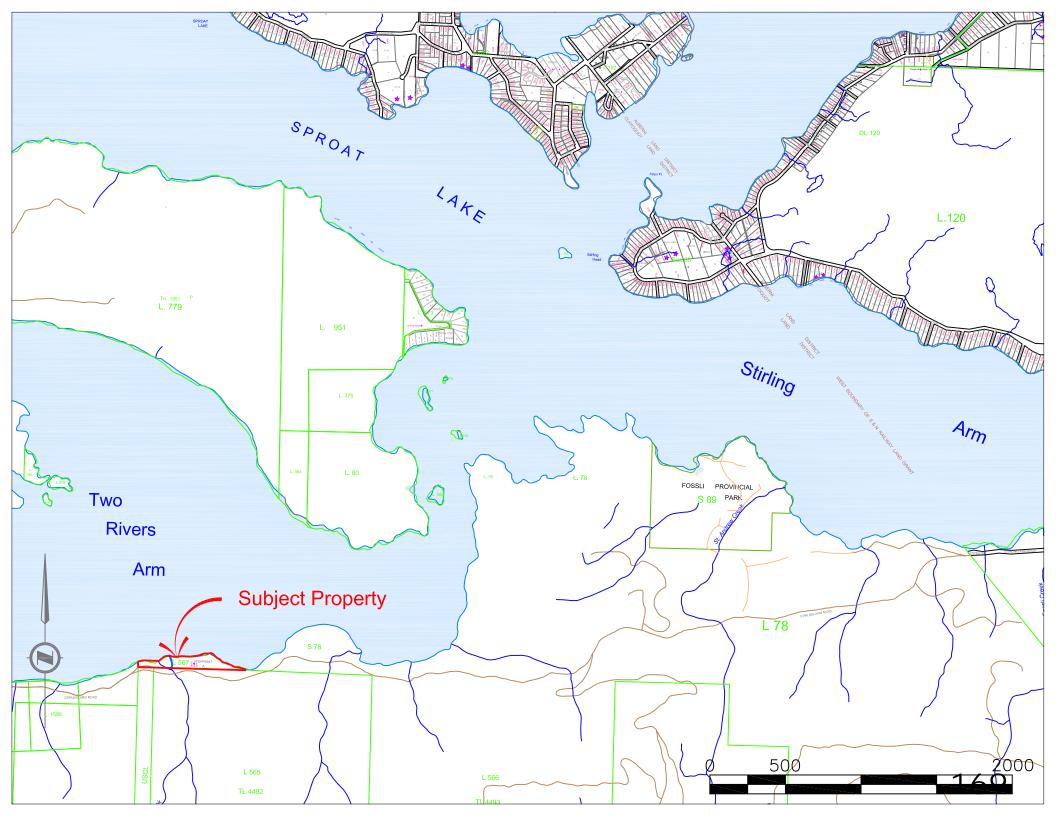
JEBHILL

Attachments: Site Plan (FIGURE 1)



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





3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

TEMPORARY USE PERMIT APPLICATION

TO: Russell Dyson, Chief Administrative Officer; and

Regional Board of Directors

DATE: May 19, 2015

FROM: Heather Adair, Junior Planner/Bylaw Enforcement Officer

TEMP USE PERMIT

APPLICATION: TUP15012

APPLICANTS: Lance Goddard

LEGAL

DESCRIPTION: LOT 1, DISTRICT LOT 22, ALBERNI DISTRICT, VIP70566

LOCATION: 5771 Beaver Creek

ELECTORAL AREA: "E" Beaver Creek

Applicant's Intention: The applicant intends to hold the "Five Acre Shaker Music Festival" at 5771 Beaver Creek Road August $14^{th} - 16^{th}$ 2015 with 1000 people in attendance.

Options: That the Regional Board:

- 1) Consider denying a Temporary Use Permit;
- 2) Consider issuing a Temporary Use Permit August 14, 2015 August 16, 2015 subject to the following conditions;
 - Written response from RCMP with their recommendations;
 - Compliance with the conditions listed in the Temporary Use Permit.

Recommendation: That the Regional Board:

1) Consider denying a Temporary Use Permit;

Procedure:

Prior to the issuance of a Temporary Use Permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants, and publishes a notice in the newspaper to afford the public an opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the Temporary Use Permit.

Note: Should the Board consider denying an application, the Board's policy is to defer the application

and invite the applicant to speak at the next board meeting. The resolution would be: "The Regional Board, at this time, is considering denying this application. Prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied".

Observations:

1. Property Description: This is a 5.41 acre parcel of land that contains a house and a garage at the front of the property which is accessed from Beaver Creek Rd. The front and back portions of the property are cleared with the middle portion of the property being forested.

2. Services:

- (a) Sewage Disposal: 12 porta potties in addition to the on-site septic for the single family dwelling on this property.
- **(b) Water Supply**: Beaver Creek Water System. Water will be provided for hand washing stations at food vendor sites and near porta potties. Bottled drinking water will also be sold on site.
- (c) Fire Protection: Within Beaver Creek Fire Protection Area. The applicant has indicated that they have had preliminary discussions regarding fire risk with the Beaver Creek Volunteer Fire Department (BCVFD). The applicant also outlined that they will have First Aid attendants available and would consider renting an Emergency Medical Transport (EMT) vehicle.
- (d) Access: This property is accessed off of Beaver Creek Road.
- **(e) Parking:** The applicant has indicated that they will provide 500 parking spaces on site.

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve**: Not within the ALR.
- **B.** Official Community Plan: The Beaver Creek Official Community Plan (OCP) designates this property as "Residential Use". The objective of the Residential Use designation is to allow a range of housing options within the plan area.
 - The proposed music festival does not comply with the Beaver Creek OCP. Policy 3.2.10 of the Beaver Creek OCP allows for temporary use permits to be considered in appropriate areas in all land-use designations, in accordance with Section 921 of the *Local Government Act (LGA)*.
- A. **Zoning:** The property is zoned Small Holdings (A1) District. This district provides for intensive farming, truck gardening, orchard or nursery cultivation, greenhouses and other intensive rural uses.

Music Festival is not a permitted use in this zone.

Under Section 921 of the *Local Government Act*, the Regional District may issue a Temporary Use Permit, by resolution, in areas where areas are designated in an Official Community Plan. A Temporary Use Permit may do one or more of the following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried;
- iii. Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Where a temporary use permit is designated in an OCP, the Regional District must give notice to the public in accordance with the requirements of the Act which includes notifying the neighbouring property owners and tenants, and publishing a notice in the newspaper.

В. **Temporary Use Permit:**

The Temporary Commercial Use Permit for LOT 1, DISTRICT LOT 22, ALBERNI DISTRICT, VIP70566, 5771 Beaver Creek Road shall be subject to the following conditions:

- 1. This permit is only applicable to LOT 1, DISTRICT LOT 22, ALBERNI DISTRICT, VIP70566, 5771 Beaver Creek Road;
- 2. This permit is issued for a music festival from 5pm Friday, August 14, 2015 through 2pm on Sunday, August 16, 2015;
- 3. Music is allowed on Friday, August 14th from 5pm – 12am, and Saturday from noon – 12am. No music on Sunday;
- 4. First Aid personnel must be on site at all times during the event;
- 5. Confirmation from the Fire Chief that fire risk has been adequately planned for;
- No camp fires or open flames permitted; 6.
- Drinking water and hand washing stations to be supplied for participants during 7. the event;
- 8. Professional Security personnel to be on site 24 hours a day at a ratio of 50:1;
- 9. Six foot construction fence will be erected around festival area for security;
- 10. Twelve porta potties to be supplied and serviced daily;
- 11. Compliance with the Liquor Control and Licensing Act;
- 12. Garbage and recycling will be removed from property immediately after the event concludes;
- 13. A maximum of 500 parking spaces to be provided on site;
- 14. No parking on Beaver Creek Road;
- 15. Supply adequate traffic control as per Ministry of Transportation and Infrastructure recommendations;
- 16. A maximum of 1000 participants per day;
- 17. Compliance with recommendations provided by RCMP; and
- 18. Food vendors permitted with a 'Temporary Food Service Permit' issued through VIHA.

Comments:

The Five Acre Shaker is a music festival that aims to showcase local talent while raising money for local charities. The applicant indicates that music festivals are becoming a popular theme for communities to embrace as they stimulate the economy through sales in gas, hotels, food and drinks. The applicants have stated that the 2015 event will be an all-ages event with liquor being sold at the event by way of a "Special Occasion Licence". Approximately 500 parking spaces are available and 50 campsites available with 200 campers in total. Outside alcohol will be permitted at campsites.

The Five Acre Shaker Music Festival began in 2014 with approximately 500 participants per day at 5771 Beaver Creek Road during the August 8th – 10th weekend. The 2014 music festival was held without a permit from the Alberni Clayoquot Regional District (ACRD). Prior to the 2014 event the ACRD fielded calls from neighbours who were concerned with fire hazard, noise, and animal safety. After the event the ACRD received two noise complaints and the RCMP indicated that they received several noise complaints, traffic complaints, and one dropped 911 call from the property. RCMP indicated that they

had an extra officer on duty as "Thunder in the Valley" event was on the same weekend. RCMP indicated that this officer allocated more time to the music festival over the "Thunder in the Valley" event.

The application includes a letter from the Vancouver Island Health Authority that states "all noted public health concerns have been addressed", signed by Katie McNamara (Environmental Health Officer). Ministry of Transportation provided an email that indicated approval for the proposed event subject to:

- No parking allowed on Beaver Creek Road, all parking to be on-site;
- Adequate traffic control will be required on Beaver Creek Road including, but not limited to, flag person(s) with high visibility vests and traffic control paddles plus signage;
- Notification of Emergency and Road Maintenance Services (RCMP, Fire Department, Ambulance, EMCON); and
- All debris and garbage is to be removed immediately after the event.

Also included with the application is a quote for 'Special Events Liability' Insurance.

The application included nine signed letters of support from the owners and occupiers of property immediately adjacent to 5771 Beaver Creek Road. A letter of support was included from Kimberley Blake, mother of Zakkaree, who was killed in a car accident and whose memory the "Five Acre Shaker" honors. A letter has also been submitted from Chief Councilor Steven Tatoosh of the Hupacasath First Nation which encourages the ACRD to consider the request made by Lance Goddard to host the "Five Acre Shaker".

The following is a summary of the Temporary Use Permit application requirements that the applicant has addressed:

Fire

- Site will be heavily watered
- Grass area will be cut short to mitigate flammability
- Large ashtrays to be available and zero tolerance to butting out on the ground
- No camp fires or open flames cooking devices permitted

First Aid

- Volunteers on site for first aid
- First aid station and emergency vehicle to be established in a central location

<u>Water</u>

- Bottled water will be available for purchase on site
- Water will be provided for hand washing station at food vendors and by porta potties

Security

- Professional security group will be hired (24 hours a day)
- Festival organizers will work with security group to put together an in depth security plan
- Security to participant ration will be 50:1 as per RCMP suggestion
- Six foot construction fence will be erected to keep participants within festival grounds and the help organize the flow of foot traffic.

General Safety

- Area lighting will be provided for safety and security
- Staff/volunteers/security will be available for questions
- Land will be cleared and detailed to accommodated foot traffic

TUP15012

Mill felt will be laid down in the dance floor area

Rules and Regulations

- "Five Acre Shaker" wristbands must be worn at all times.
- Any criminal activity, violence, public inebriation, destruction of property is subject to removal of wristband and immediate ejection from the grounds and possible arrest.
- Security will dispose of outside alcohol that is found outside the designation camp site area.
- Two pieces of identification required
- Underage drinking/contributing to a minor is a criminal offence
- Show grounds are open from 5pm on Friday August 14th until 12am
- Show grounds are open from 12pm on Saturday August 15th until 12am
- No animals on site with the exception of service dogs
- No ATV's, scooters, golf carts, horses allowed on site
- No glass bottles or containers allowed on site

Noise Control

- Stage will be in forested area to help mitigate sound
- Sound system will be run by a professional sound technician that will keep the sound within reasonable decibels for the space
- The event will shut down at the predetermined time in which time day pass users will be required to leave the ground and campers are to return to the camping area

Facilities

- 12 porta potties will be rented and serviced daily
- Hand washing stations will be made available for public use

Garbage/Recycling

- A roll off garbage container will be rented for the weekend to deal with all on site waste
- Garbage and recycling containers will be made available to public throughout the site
- Campers will be handed a garbage bag upon entry and use of the bags will be enforced by volunteer staff

Parking/Traffic

- Volunteers will manage the parking area insuring parking is safe and that access lands stay clear
- A roundabout will be established on the front end of the property to allow for taxis and for easy pick up and drop off as well as serving to reroute people if the parking area is full. The roundabout is to allow Beaver Creek Road to remain clear.
- Carpooling is encouraged
- Social media will update parking lots status
- No parking on Beaver Creek Road allowed
- Adequate traffic control will be required on Beaver Creek Road including, but not limited to flag person(s) with high visibility vests and traffic control paddles plus signage
- RCMP, EMCON, Fire Department, Ambulance will be notified

Food Services

- Food vendors will require a temporary food service permit issued through VIHA as well as 'Food Safe'
- All food vendors will be required to set up hand washing stations

Liquor and Liquor Licensing

TUP15012

 A Special Occasion Licence will be pulled for the event and all rules, regulations, laws and recommendations from the Liquor Inspector will be followed

Utilities

- Power for event (stage, sound, food vendors, lighting) will be run from generators
- Water lines run to the back of the property. Can be used for dust and flammability mitigation

The applicant has been in discussions with the Beaver Creek Volunteer Fire Department to discuss fire risk. Further discussion of the fire risk would need to be completed to ensure that the Fire Chief is satisfied that the risk of fire has been adequately managed if this application should proceed.

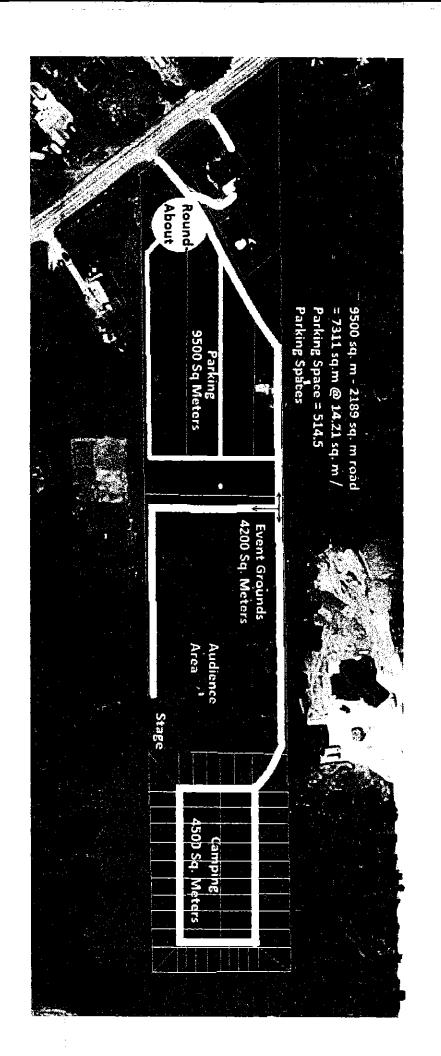
The applicant has not satisfied all of the Temporary Use Permit application requirements. Written confirmation from the RCMP that indicates that they are satisfied with arrangements relating to public order and security has not been received. The applicants have indicated that they have met with the RCMP and they are awaiting a letter in the next few days.

It is anticipated that the neighbour and general public concern for this event will be high. The event does not align well with the "Residential Use" in the OCP nor with the permitted uses in the Small Holdings (A1) District. The Ministry of Transportation has provided their conditional support, but the impacts of 500 extra cars on Beaver Creek Road will have a short term negative impact on this residential neighbourhood.

The Beaver Creek OCP general planning policy 3.2.10: consider issuing a temporary use permits in appropriate areas in all land-use designations, in accordance with Section 921 of the *LGA*. Planning staff is of the opinion that this is not the appropriate location for this event given the proximity of homes, fire hazard risk, noise concerns, traffic flow concerns, and public safety concern with 1000 people being on a residential property.

If the Temporary Use Permit is issued a noise exemption from the Beaver Creek Noise Bylaw R1002 would be necessary as the expected noise from this event will not comply with Bylaw R1002. With an increase from 500 to 1000 participants this year, the traffic concerns will increase.

Prepared by:	Heath Odan
	Heather Adair, Junior Planner / Bylaw Enforcement Office
	Michael Ray
Reviewed by:	
	Mike Irg, Manager of Planning and Development
	Russell Dyson, Chief Administrative Officer



The Five Acre Shaker Music Festival

Organizers and Submitted by:

Jess Towers and Lance Goddard

Date of Event:

August 14th-15th 2015

Location:

5771 Beaver Creek Road, Port Alberni, BC, Canada, V9Y8X5

Anticipated Attendees:

1000 per day max.

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- 3. Letter from First Aid volunteers
- 4. Letter of approval Ministry or Transport
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- 8. Property lines map
- 9. Main charity support letter
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Introduction

"Events and festivals tourism is one of the fastest growing forms of tourism. They are becoming increasingly popular in rural areas as a means to revitalize local economies. Festivals and special events play important roles in destination development, image makers, animators of static attractions, and catalysts for other developments. Events have direct and indirect impacts on communities. They provide opportunities for participation, skills development, volunteering and social, cultural economic and environmental developments. Community events and festivals can attract tourists and visitors at regional, national and international level. Events help to capture attention and promote attractions and infrastructures. Benefits of festivals to communities can be extensive, particularly when the draw is from outside the region. Research shows that the more involved local people and suppliers are in terms of provision of services, food, beverages, and attractions, the greater the economic benefits to the region. Local vendors, artisans, craftspeople, restaurateurs, hoteliers and innkeepers may make a large portion of their annual income during the course of an event. Festivals and events have impacts that go well beyond what can be measured in economic terms. They contribute to the quality of life across Canada by strengthening communities, providing unique activities and events, building awareness of diverse cultures and identities, and acting as a source of community pride." (Government of Alberta, Impacts of Community Events and Festivals on Rural Communities. June 2011)

The Five Acre Shaker is a music festival that aims to showcase local talent while aiming to bring a fun, exciting and meaningful event to the Alberni Valley. In its first year of inception the Five Acre Shaker raised money for local charities and was a well received by all ages. Music Festivals are becoming a popular theme for communities to embrace as they stimulate the economy through sales in gas, hotels, food and drinks, etc. While having a positive effect on the community, music festivals, give locals something to look forward to and gives the community an event to be a part of. This festival gives opportunity to show case the culture here in the Valley and gives Port Alberni an opportunity to host people from all around the province.

Proposal

To have the festival ground be located at 5771 Beaver Creek Road.

Location

Last year the festival was held on Lance's private residence in at 5771 Beaver Creek Road, Port Alberni. This is a **5.41 acre lot** that has both wooded and grass field areas (see appendix). There were approximately 600 persons that attended the festival each day. There was parking, a games area, a stage/dance floor area, food and merchandise tents as well as a camping area. There was ample space to accommodate everyone with the games area remaining largely untouched.

1. Health and Safety

a. Fire

- Fire concerns are to be dealt with by heavy watering of the site in the days leading up to the event.
- Grass area is to be cut down very short to mitigate flammability.
- Large ashtrays to be available in abundance with constant reminders from the Emcee on stage to use ashtrays. Zero tolerance for butting out on the ground.
- A blessing from the Beaver Creek fire department with all local fire departments being made aware of the festival.
- Emergency vehicles will always have a vehicle lane clear to access the whole property. As per the RCMP suggestion.
- No camp fires / open flame cooking devices etc. will be permitted.
- Beaver Creek Fire Department will be present for Fire and First Aid Emergency Services

b. First Aid

- First Aid is to be provided by the Volunteers of Beaver Creek Fire Department
- First Aid station and Emergency Vehicle will be established in a central location on site

c. Water

- Bottled drinking water will be available for purchase on site.
- Water will be provided for hand washing stations at both food vendors sites as well as by the porta potties for the public.

d. Security

- A professional security group will be hired to provide security services for the entirety of the event. This will be 24 hr service.
- Organizers will work closely with the hired security group to put together an in depth security plan that is multi faceted in working in festival environments. This plan will include all recommendations from the local RCMP and will be strictly enforced by both paid security staff as well as volunteers.
- Security to participant ratio will be 50:1 as per RCMP suggestion
- Security will be equipped with walkie talkies to remain in constant contact with one another.
- Rules and Regulations of the event will be made clear and available to festival goers on the festivals webpage and will also be outlined when purchasing tickets as well as clear signage during the duration of the event.
- There will be reminders from the stage given to spectators of the rules and regulations.
- A six foot construction fence will be erected to keep participants within festival grounds and to help organize the flow of foot traffic.

e. General Safety

- Area lighting will be provided around the whole event premises for safety and security of all personnel.
- Staff/ Volunteers/ Security will be available to answer any questions anyone will have.
- The land will is cleared and will be detailed to accommodate foot traffic.
- Mill felt will be laid down in the dance floor area.

f. Rules and Regulations

- On site security is available 24 hours a day throughout the weekend. Lock up all valuables to avoid theft.
- Five Acer Shaker wristbands must be worn at all times and are subject to inspection. Any
 wristbands found to be altered, tampered with or fraudulent will be removed and the
 owner will be escorted from the site.
- Any criminal activity, violence, public inebriation, destruction of property or any other violation of Five Acre Shaker 2015 rules is subject to removal of wristband and immediate ejection from the grounds and possible arrest.
- Two pieces of valid ID (1 photo) required at all times.
- Parents please be advised underage drinking /contributing to a minor is a criminal
 offense. Police will be involved and violators are subject to removal or possible arrest.
- Outside alcohol is permitted in the camp site area only. Security will confiscate and dispose of alcohol found outside designated camp site areas.
- Show ground gates are scheduled to open from 5pm Friday August 14th until 12am. On Saturday August 15th the gates will be open at 12pm until 12am.
- With the exception of service dogs, NO animals are allowed at The Five Acre Shaker
 2015
- Patrons entering onto the festival property may have their image and/or likeness reproduced for promotional and/or publicity purposes in festival photography and/or web casts by the festival, contractor, media and/or partners of The Five Acre Shaker 2015. By entering the grounds, you agree to allow such use of your image and/or likeness by The Five Acre Shaker 2015.
- No personal ATV's, scooters, golf carts, horses, etc. allowed on site.
- No glass bottles or glass containers allowed
- The Five Acre Shaker and Five Acre Productions assume no liability for personal loss, injury, death, property damage or other related harm suffered by participants, spectators, site owners, leasers, or others who may be adversely affected by the event.
- THE SHOW WILL GO AHEAD RAIN OR SHINE.
- LINEUP SUBJECT TO CHANGE WITHOUT NOTICE.
- ALL SALES FINAL NO REFUNDS.

2. Noise Control

- The stage will be located in a forested area to help mitigate sound from travelling.
- The sound system is to be run by a professional sound technician that will keep the sound within reasonable decibels for the space.
- The event will shut down at the predetermined time in which time day pass users will be required to leave the ground and campers are to return to the camping area.

3. Facilities

- Porta potties will be rented and serviced daily by Walco Industries.
- Based on 1000 persons 12 porta potties is the recommended amount necessary.
- Hand washing stations will be made available for public use.

4. Garbage/Recycling

- A roll off garbage container will be rented for the weekend to deal with all on site waste.
- Garbage cans will be made available to public throughout the site.
- Campers will be handed a garbage bag upon entry and use of the bags will be enforced by volunteer staff.
- Recycling containers will be made available throughout the site.

5. Parking/Traffic

- Volunteers will manage the parking area insuring parking is safe and that access lanes stay clear.
- A roundabout will be established on the front end of the property to allow for taxis and
 for easy pick up and drop off as well as serving to re route people in the case of a full
 parking area. This will allow beaver creek road to remain clear while the event is
 underway. The roundabout will serve as an extra layer of versatility for traffic issues.
- Carpooling will be strongly encouraged through the event webpage as well as on tickets.
- A line of communication through social media sites will update participants on the current parking availability.
- No parking will be allowed on Beaver Creek Road, all parking is to be onsite;
- Adequate traffic control will be required on Beaver Creek Road including, but not limited to, flag person(s) with high visibility vests and traffic control paddles plus signage;
- Notification of Emergency and Road Maintenance Services (RCMP, Fire Department, Ambulance, EMCON)
- All debris and garbage is to be removed immediately after the event.

6. Food Services

- All food vendors will require; a proper business license, a temporary food service permit issued through VIHA as well as food safe.
- All food vendors will be required to set up hand washing stations.

7. Liquor and Liquor Licensing

 A Special Occasion License will be pulled for this event and all rules, regulations, laws and recommendations from the Liquor Inspector will be followed.

8. Utilities

- Power for the whole event including stage, sound, food vendors, area lighting will be run from generators.
- Water lines run through to the back of the property that are used to water down the site to deduce flammability and well as a tool for dust mitigation.

9. References

• With the success of the first Five Acre Shaker we have gained a lot of insight and experience in the planning of this event. We see this event turning into a large community festival that will benefit each and every one of us in the Valley. We have received a lot of positive feedback from this event and some members of the Valley have prepared support letters to document their opinion on the event. We have letters from Steve Tatoosh (Chief Councillor of the Hupacasath First Nations Band), Dave Colyn (First Aid Attendant), VIHA, Ministry of Tranport, Kim Blake (Late Zakk Coss mother/Zattzoo Project). I have also included consent letters from my surrounding neighbours (See property layout map with names on it) including: Darrin Kozlowski, Gerry Gaiga, Adriano Sandre, Tyler Firth, Ron Hughsmans, David Luckett, Vic Rowlinson, Tammy Glover, Nancy and Dennis King.

Heather Adair

From: Sent: Jess Towers [jtowers@zoho.com] Saturday, May 16, 2015 7:08 PM

To:

Heather Adair

Subject:

Re: RE: 8 Acre Shaker

Yes, you are correct it would make sense for the T.U.P to include the campers on the 16th. They will be off site by 2 pm on Sunday August 16th.

Jess Towers

Notice: This message, including any affactments, is confidential and may contain information that is privileged or exempt from disclosure. It is intended only for the person to whom it is addressed, unless expressly authorized otherwise by the sender. If, you are not an authorized recipient, please notify the sender immediately and permanently destroy all copies of this message and any affactments.

---- On Sat, 16 May 2015 17:02:12 -0700 Heather Adair <hadair@acrd.bc.ca> wrote ----

Thanks Jess for the additional information.

Your application indicates the dates for the event as August $14^{th} - 15^{th}$. Are you applying for the Temporary Use Permit for Sunday as well (campers)? If so, what time would they be off the site?

Thanks

Heather Adair

Jr. Planner/Bylaw Enforcement Officer

Alberni-Clayoquot Regional District

(250) 720-2712

This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient

is prohibited. If you receive this e-mall in error please notify me immediately and delete it.

From: Jess Towers [mailto:jtowers@zoho.com]

Sent: Saturday, May 16, 2015 9:43 AM

To: Heather Adair

Cc: lancegoddard@shaw.ca
Subject: Re: RE: 5 Acre Shaker

Heather Adair

From:

Jess Towers [jtowers@zoho.com] Saturday, May 16, 2015 9:43 AM

Sent: To:

Heather Adair

Cc: Subject: lancegoddard@shaw.ca Re: RE: 5 Acre Shaker

Good Morning Heather,

I have noted the answers to your questions in red below. If you have any further questions please don't hesitate to contact me.

Thanks

Jess Towers 250 731 6155

Notice: This message, including any attachments, is confidential and may contain information that is privileged or exempt from disclosure. It is intended only for the person to whom it is addressed, unless expressly authorized otherwise by the sender. If, you are not an authorized recipient, please notify the sender immediately and permanently destroy ell copies of this message and any attachments.

---- On Fri, 15 May 2015 16:49:17 -0700 Heather Adair < hadair@acrd.bc.ca > wrote ----

Hi Jess,

Could you please clarify the status of the Beaver Creek Fire Department (with respect to Fire Safety for the event). As well as First Aid. You mentioned that someone other than the BCVFD would provide First Aid. Name and times this person will be on site. We have spoken with the BCVFD about the event and they have expressed interest in providing First Aid attendants and an emergency vehicle to be on site throughout the course of the weekend. Subsequently they're will always be members of the BCVFD on site to provide fire response should it be necessary. The fire chief is in the process of writing up a letter confirming their involvement. We had 4 individual members of the BCVFD come forward and state they would be willing to provide First Aid services in the event the BCVFD didn't come forward. In this event we would rent a EMT vehicle for the weekend to be on site throughout the duration of the event. Again, they're will always be members of the BCVFD on site to provide fire response should it be necessary These people are Dave Coyln (who's support letter can be found in the appendix of the application), John Stephens, Dave Cathers and Kerria Frechette. There will be two First aiders on the grounds at all times.

When I met with Lance today he indicated that he was thinking that there would be about 200 campers but unsure how many campsite would be made available. Could you please confirm the number of campers and campsites. 200 campers is accurate to the amount of space that we've allotted for camping. We would designate 50 campsites which works out to 4 person per site (on average). The camping area is 4500 sq m. In the ACRD bylaw manual the minimum size for a camping site is 55 sq m.

4500/55sq m. = 81 campsites

This will allow room for sufficient road access to all campsites as per RCMP recommendation.



May 5, 2015

To Whom It May Concern:

Re: Five Acre Shaker Music Festival - Public Health Approval

This letter is to confirm that Jess Towers, organizer of the Five Acre Shaker Music Festival, has been in contact with the Port Alberni Health Unit. All noted public health concerns have been addressed. Please do not hesitate to get in contact with me if you have any questions or concerns.

Respectfully,

Latie Monamara

Katie McNamara, CPHI(C) Environmental Health Officer Port Alberni Health Unit Tel:250-731-1315 x41768



Westland Insurance Group Ltd. 4856 Johnston Rd. Port Alberni, BC V9Y 5M1

1(250)723-8178 Phone: 1(866)932-6501 Fax:

Email: Attn: Richard

Re: Lance Goddard

Special Events Liability Quotation

Quote #: 302878 Quote is Valid for 30 days

BEACON UNDERWRITING LTD.

Box 370 - 290 Alexander St. Salmon Arm, British Columbia

V1E 4N5

1(888) 645-8811 Phone: Fax:

1(250) 832-3222 Web: www.beacon724.com

Date: January 12, 2015 From: Christel Davidson (cdavidson@beacon724.com)

Terms are as follows:

For 2nd Annual Five Acre Shaker - Outdoor Music Festival w/ Camping which is being held at 5771 Beaver Creek Road, Port Alberni, BC

Effective Date - August 7, 2015

Expiry Date - August 10, 2015

12:01 AM STANDARD TIME AT THE INSURED'S POSTAL ADDRESS AS STATED HERIN

- 20082651	LO CHALACE	
Limits of Liability		Limits of Insurance
Commercial General Liability		\$ 2,000,000
Medical Expenses		\$ 10,000
Tenant's Legal Liability	•	\$ 500,000
Non-Owned Automobile Liability		\$ 1,000,000
Llability Deductible	1	\$ 1,000

Policy Premium (inc. 15% Commission)	\$725	
Policy Fee (0% Commission)	\$25	
Total	\$750	

Premium is Minimum & Fully Retained.

Conditions:

A) Including Host Liquor Liability
B) Abuse / Molestation / Harassment Exclusion
C) Absolute exclusion for all loss or damage caused directly or indirectly by fireworks and/or pyrotechnics.
D) Absolute exclusion for all loss or damage caused directly or indirectly by any mechanical amusement ride.
E) Forcible Ejection Exclusion

F) It is agreed that this insurance does not apply to "bodily injury" to any person paid to perform or entertain at the said event. Nor does this insurance apply to the medical or surgical aid or treatment to any person so injured.

G) Products Completed Operations Hazard Exclusion

H) The Insured warrants that the following maintain Commercial General Liability coverage for the duration of the said event: All participating food & drink

vendors.

I) The Insured warrants that all those serving alcohol must have Serving It Right Certification.

J) The Insured warrants that there will be no mosh pit or body surfing activities permitted.

K) The Insured warrants campfires will only be permitted if supervised by an adult at all times, they are set only in designated fire pits and are both permitted by the property owner and any governing authority.

Please sign and return by Fax it Policy is required.		
Broker Signature	Ernail Address	
Effective Date:		

P.S. Please let us know if the information regarding your brokerage Legal Name, Address, Phone or Fax is incorrect. Please Forward the Fully Completed Signed Application Within 10 Days of Binding.
Premiums are Payable Within 30 Days of Effective Date.

Quote Valid for 30 Days

302878 GODDAL-2 Christel Davidson

Good afternoon Lance,

I met with Johnathan Tillie, Operations Manager regarding your proposed event. Please accept this email as approval subject to the following:

- No parking will be allowed on Beaver Creek Road, all parking is to be onsite;
- Adequate traffic control will be required on Beaver Creek Road including, but not limited to, flag person(s) with high visibility vests and traffic control paddles plus signage;
- Notification of Emergency and Road Maintenance Services (RCMP, Fire Department, Ambulance, EMCON)
- All debris and garbage is to be removed immediately after the event.

Any questions let me know.

Tim Silbernagel

Development Approvals Technician Ministry of Transportation and Infrastructure Vancouver Island District Office 3rd Floor - 2100 Labieux Road, Nanaimo V9T 6E9 Phone (250) 751-3253 / Cell (250) 713-4316 Fax (250) 751-3289 Name: The Firth Address: 5787 Berwier Leek Phone Number: 750 130 4554

The purpose of this letter is to contact the neighbors of 5771 Beaver Creek Road and to have a record of neighbours who are in support of the Five Acre Shaker Music Festival.

I, the neighbor of Lance Goddard would like to express my support of The Five Acre Shaker Music Festival and I attest that I have no objection to this event taking place at 5771 Beaver Creek Road.

I understand the Five Acre Shaker Music Festival will draw a large number of people onto the proposed property over the weekend of August 14th-15th 2015. I also understand this festival will omit above average noise over the course of the weekend.

Signed:

Date:

Witness:

Name: DAULD	LUCKETT
Address: 5762	RUPCERE
Phone Number:	nokely bol.
723	BURCEK Rd. 1696
	o contact the neighbors of 5771 Beaver Creek Road and to have a e in support of the Five Acre Shaker Music Festival.

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omit above average noise over the course of the weekend.

Signed:

Date: MM 11 2015

place at 5771 Beaver Creek Road.

Witness#

Name: Vie Kow Linson
Address: 5748 Bander & Rd
Phone Number:
250 723 ⁹ 6687

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Date: 11/1/ 201

Witness: Kry Con 18-2

Name: TAMMY GLEVER Address: 5738 BEAVER CREEK	
Address: 5738 BEAVER CREEK	Rear
Phone Number: 250-731-4159	16.15

The purpose of this letter is to contact the neighbors of 5771 Beaver Creek Road and to have a record of neighbours who are in support of the Five Acre Shaker Music Festival.

I, <u>Tammy</u> Chover the neighbor of Lance Goddard would like to express my support of The Five Acre Shaker Music Festival and I attest that I have no objection to this event taking place at 5771 Beaver Creek Road.

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Signed:

Date:

Witness:

Name: Raymons Lover Address: 5776 Beauer Creek Rd Phone Number: 250-720-1736

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Signed

Date:

Witness

Land Cord/OWNER	
Name: Adriano Sandri	
Address: 3199 Rock City No	encino/5755 BEAVER CREEK RD
Phone Number: 250 751-2138	PORT ALBERANI, BC

The purpose of this letter is to contact the neighbors of 5771 Beaver Creek Road and to have a record of neighbours who are in support of the Five Acre Shaker Music Festival.

I, Adriano Sandithe neighbor of Lance Goddard would like to express my support of The Five Acre Shaker Music Festival and I attest that I have no objection to this event taking place at 5771 Beaver Creek Road.

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Signed Const

Date: Pari 30/15

Witness: Torre Goodland

Name: Jerry Gariga Address: 5770 Mersey Rd Phone Number: 720 1555

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Signed:

Date: May 4/2015

Witness: Lawce Goodmo

Name: Ren Housmans
Address: 5760 Mersey Rel
Phone Number: 724535

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I, Fon HuySmin the neighbor of Lance Goddard would like to express my support of The Five Acre Shaker Music Festival and I attest that I have no objection to this event taking place at S771 Beaver Creek Road.

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Signed:

Date:

Witness:

Name: Nancy & Dennis King
Address: 5755 BEAVER CREEK ROAD, PORT ALBERNI, BO
i none number.
250-735-467D

The purpose of this letter is to contact the neighbors of 5771 Beaver Creek Road and to have a record of neighbours who are in support of the Five Acre Shaker Music Festival.

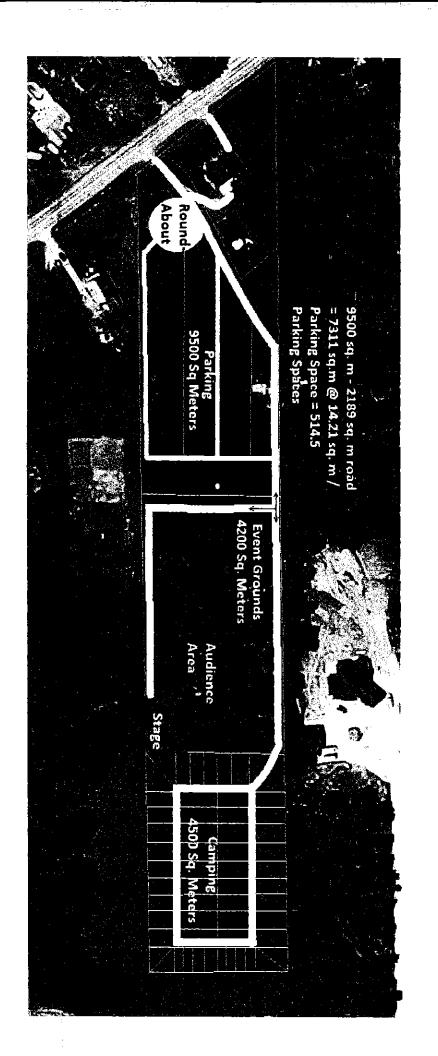
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Signed:

Date:

Witness:



To whom it may concern,

My name is Kimberly Blake and I am writing to encourage you to please consider Mr. Goddard's request to hold an event this coming August 2015.

I am in favor and in support of "all things Lance Goddard and Five Acre Productions", please let me explain.....

In the winter of 2013/14, my son Zakkaree and a friend Nicolas Vance had a dream of planning a summer event, local event, local talent. A place for our local youth to blow off steam and show off their talents. As they were together in a band called North by Nature Collective and had been playing locals venues such as the Rainbow Room. They last played the Rainbow Room Feb 28th, 2014................. While coming home from Duncan on April 6th 2014, my son Zakkaree was killed in a car accident.

While the family was still in shock, Nicolas Vance and Lance Goddard picked up this dream and moved forward. Although Zakk and Lance had never met, they all shared this same vision. Lance then planned...."The Five Acre Shaker" of course I know he didn't do it alone, but it was his property, time and planning he extended, and it was well worth it.

When we approached as family, in the trees we could see, a wooden memorial to my son. To the right was organized parking and portable toilets.

We continued on and found burgers, hot dogs, salads and drinks for sale. As well there were vendors selling shirts and merchandise. There was a wonderful stage setup with dance floor and as a parent I noticed the garbage cans, recycling bins and cigarette butt containers. As you walked past the stage area you came into this wonderful field for the campers, tents and trailers.

Security was everywhere and their moods were pleasant and calm and helped add to the overall feeling of the event.

This was a well thought out and planned event and went without any emergencies or police needed.

It deserves recognition as a local festival. Along with such events as Thunder in the Valley, Fall Fair or Salmon Fest. I believe it holds the potential to be an island event.

It brings in visitors, which in turn sells gas, groceries, beer, hotel rooms and meals at our restaurants.

As well as bringing in much needed local revenue, Mr. Goddard then handed me a donation. I looked all over town for a fit to that donation. I went to the high school, mental health, women's center and family guidance but I just couldn't find the right fit.

You see my son was only 22 and would write music to release depression and the small public performances became an outlet. So I'm looking for that kind of fit. It must be youth and it must be music.

In the meantime, Mr. Goddard held another wonderful event..."The Halloween Shaker", and donated more money. So we have named ourselves "The Zattzoo Project" and want to fund local youth music programs.

The Zattzoo Project has held 2 events raising more money for this "mystery" program. Well mystery no more... Thanks to Jess Towers. This wonderful person has come to us and is planning and putting together the first Zattzoo Funded Project, Port Alberni Youth Battle of the Bands,

for youth under 25. It is happening May 15th 2015 and will have 3 celebrity judges and is bringing more than local attention. The winner gets to play at this year's Five Acre Shaker.

So as a mother this warms my heart to be part of something so positive with our local youth. Most importantly it hits an age group that needs attention and deserves our attention. And really, you can't argue with the much needed revenue it brings.

I ask you to please seriously consider his request as I see only positive things coming from Mr. Goddard and his events.

Thank you for your time and consideration.

Kimberly Blake



Hupacasath First Nation

5500 Ahahswinis Drive PO Box 211 Port Alberni, BC V9Y 7M7

Tel: 250-724-4041 Fax: 250-724-1232

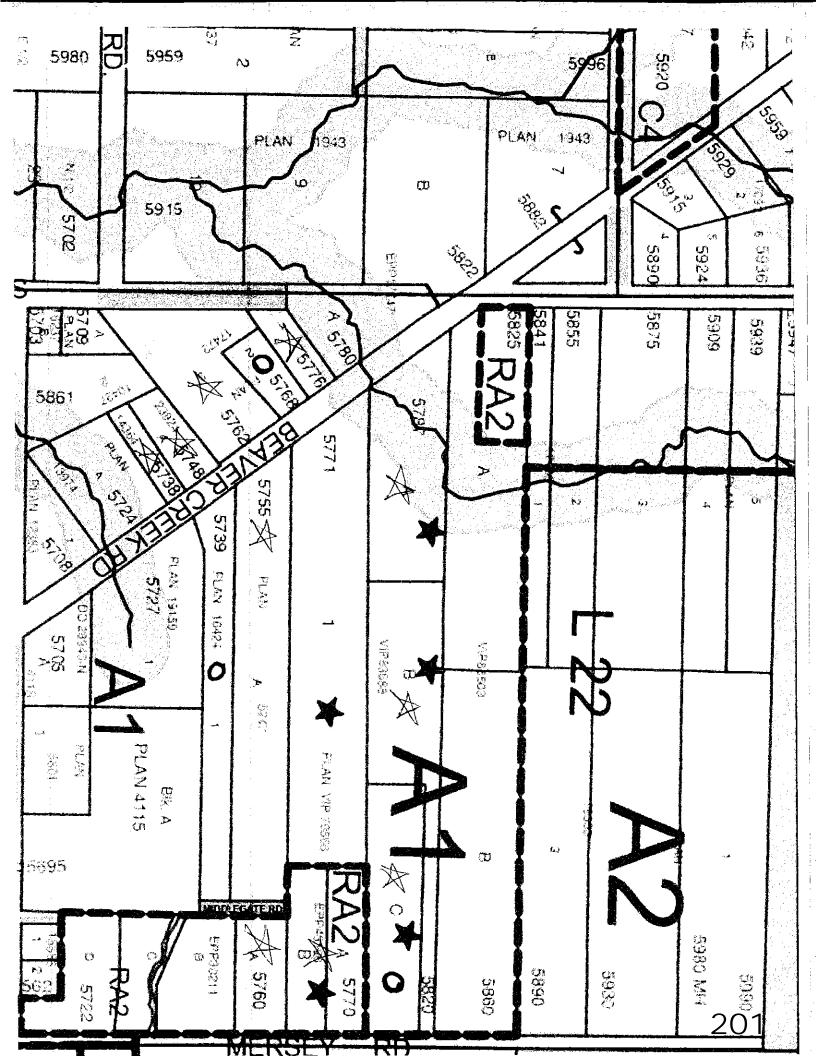
To whom it may concern,

My name is Steven Tatoosh and I am the Chief Councillor for the Hupacasath First Nation. Today I am writing to encourage you to consider Mr. Goddard's request to hold an event this coming August 2015. I am in favor and in support of the Five Acre Shaker. It is an event where a lot of local resident get together to watch talented musicians from the Alberni valley. I attended Mr. Goddard's event last year and right away I knew it was well planned out. There was parking, porta potties, security, and many local vendors. It was the most amazing stage setup with dance floor and the live entertainment was absolutely great. The atmosphere at this event was also very pleasant everyone seemed to be enjoying each other including myself.

I would also like to mention that this event must bring in revenue to the Alberni Valley and as a supporter of young local entrepreneur's I really hope that you will consider Mr. Goddard's request.

Sincerely,

Steven Tatoosh Chief Councillor
Hupacasath Nation

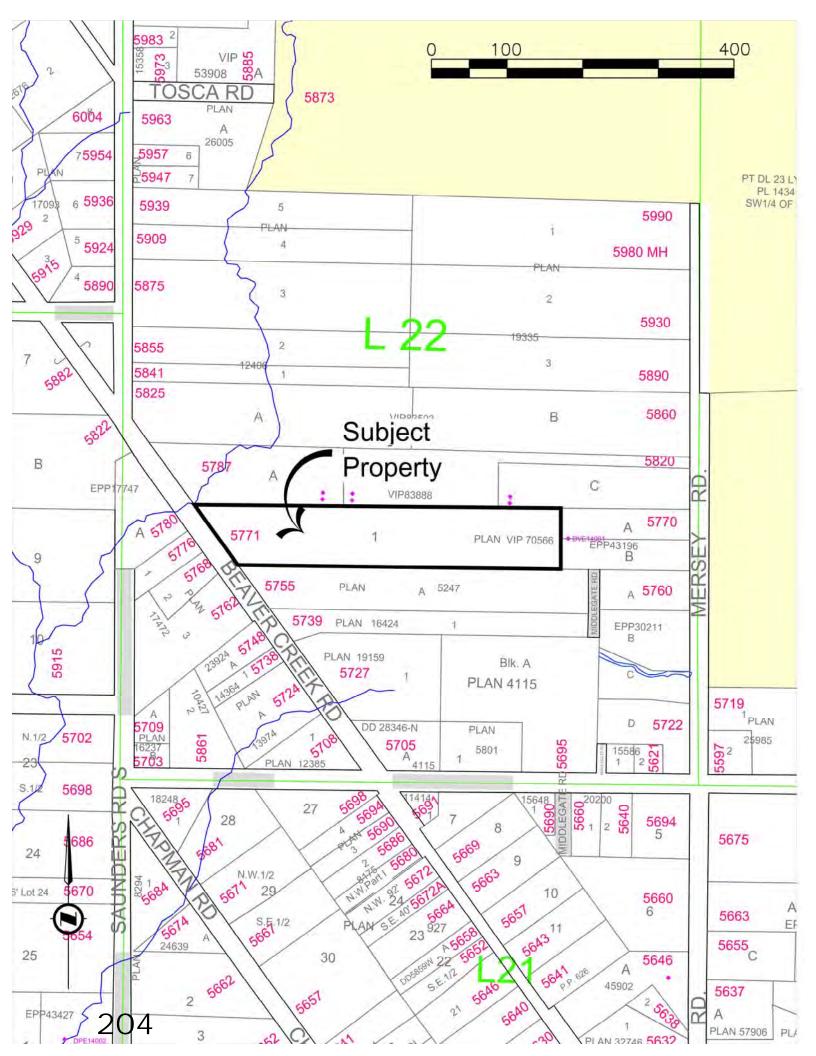












Alberni-Clayoquot Regional District Staff Action Items by Department and Date Update to the Board of Directors as of May 22, 2015

#	Date	Action Item	Assigned to	Target Date/Update
		Administration Department	10	Date/opuate
1.	Jan. 23/13 WC Comm	Explore with the Yuułu?ił?atḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future	Russell	Yuułu?ił?atḥ to respond
2.	July 10 th Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation	Reconcil. Committee	Committee to review status
3.	April 9th Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings	Reconcil. Committee	Committee to review status
4.	Jan. 14/15 Board	The Franklin River Road Fire Protection Service Agreement with the City of Port Alberni was deferred	Russell	Letter sent to property owners to provide input to the City
5.	Feb. 11 th Board	Consult with affected interests of the AVRA expansion including Greenmax, SD#70, Ministry of Forests Lands and Natural Resource Operations, Coulson Group of Companies, AV Drag Racing Assoc. and Hupacasath First Nation	Russell	Ongoing
6.	April 22 nd Board	Prepare a report to the Board the Municipal Insurance Association proposal for covering infrastructure in the event of a disaster as presented at the AVICC Convention	Russell	May 2015
7.	May 5 th AV Comm.	The Alberni Valley Committee concurs with the new recommended agreement with the Alberni Valley Drag Racing Association – Meet with AV Drag Racing Assoc. and finalize the agreement for consideration by the ACRD Board of Directors	Russell	May/June 2015
8.	May 13 th Board	The Board approved the request for support for the Remembrance project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ Page (Full Colour) for the amount of \$565.00 including GST – Arrange for advertisement	Tracy	Done
9.	May 13 th Board	The Board approved the new Terms of Reference for the Alberni Valley/Bamfield Services Committee – Update Committee list on website etc.	Wendy	Updating

#	Date	Action Item	Assigned	Target
10	1.0H		to	Date/Update
10.	May 13 th	The Board approved the revised Terms of Reference	Wendy	Updating
	Board	for the Beaver Creek Water Advisory Committee		
		and appoint the following individuals to the Committee:		
		3 year terms: Harold Carlson, Ginny		
		Stephens, Pam Craig, Patty Edwards		
		2 year terms: Kelly Schutte, Wayne		
		Hasler, Gord Blakey		
		Advise appointees and update Committee list, etc.		
11.	May 13 th	The Board passed the following resolution:	Wendy	Borrowing
	Board	subject to obtaining consent of the	l Warrany	bylaw to be
	200.0.	electorate through an alternate approval		presented for
		process, proceed with borrowing for the		consideration
		Alberni Valley Regional Airport Runway		of 3 readings -
		Expansion Project through the Municipal		May 27 th Board
		Finance Authority up to a maximum of \$6		
		million dollars over 30 years and increase the		
		maximum tax requisition for the AVRA service		
		to \$150,000 annually - proceed with bylaws		
		& AAP process etc.		
12.	May 13 th	Salmon Beach Communal Meeting place report	Wendy	Deferred to
	Board	was deferred to next Board meeting in order for		May 27 th Board
		Director Bennett to have further discussions with		meeting
		Salmon Beach lot owners at the Annual General		
		Meeting this weekend and report back to the		
10	N.4. 4.0+b	Board	D 11	
13.	May 13 th	The Board directed staff to proceed with the hiring	Russell	June
	Board	of a temporary part time West Coast Assistant to		
		provide oversight of Salmon Beach services and		
		contracts as well as support for the Airport Superintendent		
14.	May 13 th	Prepare recommendations to the Board from	Robert G./	May 27 th Board
	Fisheries	the Fisheries Committee	Tracy	Agenda
		Environmental Services Departme	ent	
15.	Apr. 8/10	Work with Parks Canada on the landfill road	Russell	Letter sent
	WC	agreement		January 12th
16.	Sept. 8/10	Investigate with Tla-o-qui-aht First Nation well	Russell	Done
	WC	development at the Long Beach Airport		
17.	May 11/11	Investigate with the Tseshaht First Nation possible	Russell	In progress
	AV Comm.	resource recovery at the AV Landfill		
18.	June 13/12	Develop a plan for appropriate use of the funds on	Rob G./	Design in
	BD	the Log Train Trail from the Arrowsmith Radical	Janice	progress - site
		Runners		visit next week

#	Date	Action Item	Assigned	Target
19.	Oct. 10/12 Board	Work with the Air Quality council to develop a draft valley wide woodstove bylaw based	Russell	Date/Update Drafting a bylaw for
	board	on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal		board review
20.	April 23 rd Board	The Board of Directors directed staff to: 1. Meet with the Tseshaht and Hupacasath First Nations and the City of Port Alberni with respect to their consideration on providing a connection to their water systems for the Bell Road/Stuart Avenue water supply; and following the consultation, 2. Provide the information to the Bell Road/Stuart Avenue residents on the water servicing options	Russell	Ongoing
21.	Nov. 13 th Board	The ACRD Board approved the replacement of 480 m or waterline on Grandview Road connecting through the Vaughn Chase subdivision to Drinkwater Road with the developer completing installation of the works and the Beaver Creek Water System contributing \$179,880 upon completion of the project – proceed with project and necessary agreements	Mike	Design in progress
22.	Nov. 13 th Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors	Rob	In progress
23.	Nov. 26 th Board	Forward a letter to Earle Plain, Environmental Protection reiterating the discussion with Director Bennett and request they keep the Regional District up to date on any changes in policy with regards to industrial slash burning taking into account long term weather forecasts	Russell	In Progress
24.	Feb. 19 th WC Comm.	The West Coast Committee request staff review hours of operation at the West Coast Landfill with the operator and users to determine if open hours should be reduced and report back to the West Coast Committee in 2015	Janice	Ongoing
25.	May 5 th AV Comm.	Arrange a meeting with the AV Drag Racing Association and other airport users to discuss issues/options for rubber removal on the AVRA runway	Shelli	Meeting scheduled – May 26 th
26.	May 13 th Board	The Re-Collect Software Service Agreement Report was deferred – Provide more information to the Board for the next meeting	Janice	On hold until 2016

#	Date	Action Item	Assigned to	Target Date/Update
27.	May 13 th Board	The Board directed staff to proceed with a Request for Proposals to secure contract services for the maintenance and operation of Salmon Beach infrastructure	Randy/ Janice	In progress
28.	May 13 th Board	Forward the correspondence from Mr. Skipsey regarding wake boarding on Sproat Lake to the Sproat Lake Community Association	Janice	In progress
		PLANNING DEPARTMENT		
29.	May 13/10 WC	Planning Staff proceed with subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course following Airport rezoning	Mike	Letter sent to TFN Jan 16 - Will include in new zoning bylaw
30.	April 11/12 BD	Apply to the Ministry of Transportation for a permit to construct the dock at the west end of Nuthatch Road & to Ministry of Forests for foreshore tenure	Mike	Working with neighbor to move dock
31.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the ACRD	Mike	Contacted Hall Society – Society working on options
32.	July 24 th Board	The Board of Directors instructed staff to work with the Central West Coast Forest Society to investigate funding for the assessment and restoration of the Willowbrae Creek system	Mike	Will work with area Director
33.	April 8 th Board	Development Cost Charges for Community Parkland Acquisition – Request for Decision The Board referred this request for decision to the Electoral Area Directors Committee, for review at the next meeting	Mike	On agenda for next EA Meeting
34.	May 13 th Board	Write a letter to AVICC urging them to continue to lobby the Province on initiating the working stakeholder group on private managed forest lands and watershed protection	Mike	

Issued: May 22, 2015



Board of Directors Meeting Schedule June 2015

DATE	MEETING	TIME & LOCATION	ATTENDEES
Thursday,	Long Beach Airport	1:00 pm - Tofino	Committee, Staff
June 4th	Advisory Committee	Council Chambers	
Wednesday, June 10 th	Tofino Tour	10:00 am – Details to be announced	Board, Staff
	Board of Directors Meeting	1:30 pm – Tofino Council Chambers	Board, Staff
	Regional Hospital District	Immediately following	Board, Staff
	Meeting	above	·
Thursday,	BC Healthy Communities	10:00 am – 4:00 pm –	Directors, ACHN
June 11 th	Funded Transportation	Best Western Barclay	
	Forum	Hotel	
Thursday,	West Coast Solid Waste	1:30 pm – Tofino Council	Committee, Staff
June 18 th	Plan Monitoring Committee	Chambers	
Wednesday,	Board of Directors Meeting	1:30 pm – Regional	Board, Staff
June 24 th		District Board Room	
Thursday,	AV Solid Waste Plan	1:30 pm – Regional	Committee, Staff
June 25 th	Monitoring Committee	District Board Room	

Updated: May 22, 2015



SUMMARY OF REVENUE AND EXPENDITURES FOR PERIOD ENDING APRIL 30, 2015

(PAGE 1)

	2015 YEAR TO DATE ACTUAL		20	015 ANNUAL BUDGET	PERCENTAGE OF BUDGET
	Dit	TE METOME		BODGET	OI BODGET
REVENUE					
Tax requisition	\$	-	\$	4,177,675	0.00%
Parcel taxes		-		845,276	0.00%
Grants in lieu of taxes		-		30,000	0.00%
Services provided to other governments		24,056		99,400	24.20%
Sale of services		1,007,514		3,237,141	31.12%
Other revenue		189,256		515,350	36.72%
Grants from other sources		1,000		1,425,543	0.07%
Surplus (deficit) from prior years		1,582,730		1,582,730	100.00%
Committed surplus from prior year		1,721,534		1,721,534	100.00%
Transfers between services		264,085		685,048	38.55%
SUBTOTAL		4,790,175		14,319,697	33.45%
Transfers from Municipalities for					
Municipal Finance Authority	\$	387,197	\$	905,468	42.76%
TOTAL REVENUE	\$	5,177,372	\$	15,225,165	34.01%



SUMMARY OF REVENUE AND EXPENDITURES FOR PERIOD ENDING APRIL 30, 2015

(PAGE 2)

EXPENDITURES	2015 YEAR TO DATE ACTUAL	2015 ANNUAL BUDGET	PERCENTAGE OF BUDGET
All Members			
E911 Telephone System	3,021	294,094	1.03%
General Government Services	345,415	1,177,000	29.35%
Alberni-Clayoquot Health Network	20,483	160,000	12.80%
Regional Parks	4,375	32,000	13.67%
Regional Planning	63,440	179,500	35.34%
Electoral Area's			
Building Inspection	65,720	250,000	26.29%
Electoral Area Administration	107,742	1,090,149	9.88%
Mgmt of Development - Rural Areas	90,268	358,000	25.21%
Vancouver Island Regional Library	106,402	424,607	25.06%
Alberni Valley			
Alberni Valley Emergency Planning	18,079	188,400	9.60%
Alberni Valley & Bamfield Waste Mgmt	491,273	2,401,500	20.46%
Alberni Valley Regional Airport	32,715	333,835	9.80%
Alberni Valley Regional Water - Proposed	7,346	60,000	12.24%
Custom Transit	70,757	546,000	12.96%
Sproat Lake Marine Patrol	2,051	47,456	4.32%
West Coast			
Long Beach Airport	75,375	1,058,640	7.12%
West Coast Emergency Planning	5,717	14,000	40.84%
West Coast Waste Mgmt	231,252	888,000	26.04%
City of Port Alberni			
Port Alberni Arena	-	194,811	0.00%
Bamfield			
Bamfield Community Park	367	10,500	3.49%
Bamfield Volunteer Fire Dept	13,645	120,198	11.35%
Bamfield Water System	41,989	615,114	6.83%
Beaufort			
Mountain Ranch Rd Fire Protection	33	2,832	1.17%
Long Beach			
Millstream Water System	7,360	33,228	22.15%
Salmon Beach Garbage	3,692	29,150	12.67%
Salmon Beach Power Distribution	33	81,400	0.04%
Salmon Beach Recreation	1,607	39,450	4.07%
Salmon Beach Security	9,428	53,050	17.77%
Salmon Beach Sewage	6,816	64,904	10.50%
Salmon Beach Transportation	16,730	147,600	11.33%
Salmon Beach Water	2,882	23,550	12.24%
South Long Beach Bike Path	33	7,200	0.46%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	33	14,000	0.24%
South Long Beach Street Lighting	284	900	31.54%
Sproat Lake			
Sproat Lake Animal Control	280	3,100	9.02%
Sproat Lake Arena	33	27,516	0.12%
Sproat Lake Community Park	9,826	150,064	6.55%
Sproat Lake Noise Control	1,014	8,100	12.52%
Sproat Lake Volunteer Fire Department	53,163	400,000	13.29%
Beaver Creek			
Arvay Rd Street Lighting	450	1,400	32.14%
Beaver Creek Animal Control	239	3,000	7.97%
Beaver Creek Community Park	67	10,000	0.67%
Beaver Creek Arena	33	20,343	0.16%
Beaver Creek Noise Control	67	2,100	3.19%
Beaver Creek Volunteer Fire Department	63,026	255,200	24.70%
Beaver Creek Water System	270,905	1,050,070	25.80%
Granville Rd Fire Protection	33	1,770	1.86%
Cherry Creek			
Cherry Creek Animal Control	64	2,436	2.64%
Cherry Creek Arena	33	17,211	0.19%
Cherry Creek Noise Control	431	2,100	20.52%
Franklin River Rd Fire Protection	33	10,100	0.33%
Grants-in-Aid	33	10,100	0.0070
Total Grants in Aid	10,500	382,442	2.75%
		13,295,520	13.19%
	1./34.103		
Transfers to Municipal Finance Authority	1,754,105	13,273,320	13.1770
Transfers to Municipal Finance Authority on behalf of the Municipalities	387,197	905,468	42.76%

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT APRIL, 2015

	BAMF	IELD	BEA	UFORT	LON	G BEACH	SPRO	DAT LAKE	BEA'	VER CREEK	CHE	RRY CREEK	TOTA	ALS
BUILDING TYPE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family					2	493,279			1	120,000			3	613,279
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens							1	25,000					1	25,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous					1	1,000	1	60,000	1	45,000	1	20,000	4	126,000
Totals	0		0	0	3	494,279	2	85,000	2	165,000	1	20,000	8	764,279

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT APRIL, 2015 TO DATE

	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
BUILDING TYPE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	4	731,279	1	100,000	3	870,000	0	0	8	1,701,279
Mobile Homes	0	0	0	0	0	0	0	0	0	0	1	8,500	1	8,500
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	1	25,000	0	0	1	3,000	2	28,000
Commercial	0	0	0	0	0	0	0	0	0	0	1	10,000	1	10,000
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellenaous	0	0	0	0	1	1,000	4	112,500	3	165,000	2	21,000	10	299,500
Totals	0	0	0	0	5	732,279	6	237,500	6	1,035,000	5	42,500	22	2,047,279

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		2		2	1	5	24

	YEAR	TO DATE	TOTA	L YEAR		YEAR	TO DATE	TOTA	AL YEAR
2014	31	2,329,985	73	7,121,200					
2013	22	2,067,123	81	8,208,948					
2012	26	1,895,500	92	9,011,700					
2011	43	3,403,853	120	9,221,498					
2010	49	5,951,800	149	21,524,170					
2009	26	2,546,153	123	11,302,380	1999	18	1,282,894	80	3,348,092
2008	43	4,431,477	147	22,682,130	1998	21	806,780	75	3,320,890
2007	34	2,303,241	163	15,007,877	1997	28	1,263,866	104	10,025,166
2006	44	3,854,390	161	15,909,705	1996	38	2,625,000	128	9,050,554
2005	38	5,223,675	138	12,962,379	1995	37	2,483,000	116	9,641,300
2004	43	4,945,370	133	11,036,854	1994	62	3,704,000	151	7,915,500
2003	16	2,384,680	97	6,925,356	1993	49	3,732,000	167	10,864,000
2002	20	572,656	76	2,986,134	1992	46	2,591,000	173	11,192,500
2001	25	1,930,402	89	5,790,126	1991	31	1,891,520	126	7,155,120
2000	24	1,299,537	88	4,095,339	1990	49	4,866,500	118	6,323,900