



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING
WEDNESDAY, NOVEMBER 23, 2016, 1:30 pm
Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – November 9, 2016	6-18
<i>THAT the minutes of the Board of Directors meeting held on November 9, 2016 be adopted.</i>	
b. Salmon Beach Committee Meeting – November 9, 2016	19-22
<i>THAT the minutes of the Salmon Beach Committee meeting held on November 9, 2016 be adopted.</i>	
c. West Coast Committee Meeting – November 16, 2016	23-26
<i>THAT the minutes of the West Coast Committee meeting held on November 16, 2016 be adopted.</i>	
d. Alberni-Clayoquot Transportation Committee Meeting – November 8, 2016	27-30
<i>THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on November 8, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
6. <u>CORRESPONDENCE FOR ACTION</u>	

7. CORRESPONDENCE FOR INFORMATION

- a. **FISHERIES AND OCEANS CANADA** **31**
On-Vessel Processing of Hake by Domestic Harvesters
- b. **MINISTRY OF AGRICULTURE** **32-37**
Regulatory Amendments Affecting Agri-tourism

THAT the Board of Directors receive items a-b for information.

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **38-39**
Lease Agreement – Coastal Community Credit Union, 3009 4th Avenue

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors enter into a 5 year lease agreement with the Coastal Community Credit Union commencing December 1, 2016 to lease Alberni-Clayoquot Regional District owned office space located at 3009 Fourth Avenue, Port Alberni, BC for their financial institution for an annual rent of \$37,056.00 plus their share of property taxes and operating costs, and authorize the Chairperson and Chief Administrative Officer to enter into the lease agreement on behalf of the ACRD.

- b. **REQUEST FOR DECISION** **40-44**
Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016 – Adoption

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.

- c. **REQUEST FOR DECISION** **45-49**
Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016 - Adoption

THAT the Alberni-Clayoquot Regional District Board of Director adopt Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.

- d. **REQUEST FOR DECISION** **50-51**
2017 Vancouver Island Emergency Preparedness Conference, April 6-8, 2017, Ucluelet, BC

THAT the Alberni-Clayoquot Regional District Board of Directors provide sponsorship in the amount of \$5,000.00 from the Special Events Grants-In-Aid, half in 2016 and 2017 to the District of Ucluelet towards their hosting of the 2017 Vancouver Island Emergency Preparedness Conference (VIEPC) on April 6-8, 2017 in Ucluelet, BC.

- e. **REQUEST FOR DECISION**
PATH Project – Bamfield Representation and Consultation

52-54

Director Wyton provided the following motion:

Whereas the proponents of the PATH Project are considering a project location in southeastern Barclay Sound;

And whereas the community of Bamfield and the residents of Electoral Area “A” will be affected by the proposed project;

Therefore, be it resolved that the Alberni-Clayoquot Regional District request that the Port Alberni Port Authority (as lead proponents) undertake public engagement regarding the PATH project with the residents of Electoral Area “A” as soon as is practically possible.

- f. **REQUEST FOR DECISION**
Floods 2016

55-57

THAT the Board of Directors request the Provincial and Federal governments in consideration of the Somass Watershed: consult with the local communities, share information with respect to anticipated flood events and investigate options for mitigation of flooding.

THAT the Board of Directors write to the Ministry of Transportation and Infrastructure to thank them for their preparation and actions to manage traffic on Highway Four and ask for consideration of improvements to avoid traffic disruptions along the Highway in similar flood events.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVE16011, WATT, SAUNDERS ROAD N**
Development Variance Application – Report

58-66

THAT the Board of Directors consider issuing development variance permit DVE16011.

- b. **RE16006, COLYN, 5633 STRICK ROAD**
Rezoning Application – Report and Bylaw P1350

67-75

THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1350 be read a first time.

- a. **Alberni-Clayoquot Transportation Committee Meeting, November 22, 2016 – J. McLeman (verbal)**

THAT this verbal report be received.

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne
- e. Alberni Valley Chamber of Commerce – Jack McLeman
- f. Coastal Community Network – T. Bennett/D. St. Jacques
- 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 – P. Cote
- l. Beaver Creek Water Advisory Committee – J. McNabb
- m. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. ADJOURN

**Next Board of Directors Meeting: Friday, December 9, 2016, 1:30 pm
Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 9, 2016, 1:30 PM

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

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

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

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

REGRETS:

Kirsten Johnsen, Councillor, Toquaht Nation

Alan McCarthy, Member of Legislature, YuułuꞀiꞀꞀath Government

STAFF PRESENT:

Wendy Thomson, Manager of Administrative Services

Andrew McGifford, Manager of Environmental Services

Mike Irg, Manager of Planning and Development

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director St. Jacques

THAT the agenda be approved as circulated with the addition of the following late items:

- *Update on EOC Level 1 Activation – D. Holder, T. Pley*
- *Determination of Official Election Results – Bamfield Water System Treatment Plant Assent Voting*

- *Bylaw F1126, Bamfield Water System Treatment Plan Loan Authorization, 2016 – Adoption*
- *Motion to move in-camera*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 26, 2016

MOVED: Director Cote
SECONDED: Director McLeman

THAT the minutes of the Board of Directors meeting held on October 26, 2016 be adopted.

CARRIED

b. Long Beach Airport Advisory Committee – October 24, 2016

MOVED: Director St. Jacques
SECONDED: Director McLeman

THAT the minutes of the Long Beach Airport Advisory Committee meeting held on October 24, 2016 be adopted.

CARRIED

c. Beaver Creek Water Advisory Committee – October 31, 2016

MOVED: Director McNabb
SECONDED: Director Cote

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on October 31, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Alberni-Clayoquot Regional District EOC Update – Tim Pley, City of Port Alberni CAO, Dan Holder, Emergency/Fire Services Coordinator.

City of Port Alberni CAO, Tim Pley and ACRD Emergency Coordinator, Dan Holder reported on the activation of the Alberni Valley Emergency Operations Center (EOC) level one yesterday afternoon to coordinate any emergency response required due to flooding. Mr. Pley advised he is the Acting Director. The EOC has been working closely

with Tseshaht First Nation to provide support to their EOC. Mr. Holder reported that Emergency Social Services has been deployed twice and several families have been evacuated. Red Cross is on alert and standing-by. The Board discussed communications issues/concerns with regards to road closures and detours.

Director Jack entered the meeting at 1:47 pm.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated November 1, 2016 from the Vancouver Island Regional Library Board regarding appointment and alternate appointment to the Vancouver Island Regional Library for the year 2017.**

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors appoint Director Banton as Director and Director Jack as Alternate Director to the Vancouver Island Regional Library Board for 2017.

CARRIED

- b. **Correspondence dated November 2, 2016, City of Port Alberni, requesting a letter of support for the City's Sewage Treatment Project for their application to the Canada-British Columbia Water and Wastewater Fund.**

MOVED: Director St. Jacques

SECONDED: Director Cote

THAT the Board of Directors forward a letter of support to the City of Port Alberni for the City's Sewage Treatment Project application for the Canada-British Columbia Clean Water and Wastewater Fund.

CARRIED

- c. **Correspondence dated November 1, 2016 from the Central Westcoast Forest Society requesting a letter of support for the Ah'ta'apq Creek Habitat Restoration Project in Hot Springs Cove.**

MOVED: Director McNabb

SECONDED: Director St. Jacques

THAT the Board of Directors forward a letter of support to Central West Coast Forest Society for their Ah'ta'apq Creek Habitat Restoration Project in Hot Springs Cove.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPEMENT**
2017 Local Government Grants Program-Infrastructure Planning Grants
and Clean Water and Wastewater Fund
- b. **ISLAND COASTAL ECONOMIC TRUST**
Uniting Forces to Explore Opportunities for Island Value-Added Wood
Industry
- c. **OMBUDSPERSON**
Files Closed July 1 to September 30, 2016
- d. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
Study Concludes Highway 4 Improvements Outweigh Investment in
Connector
- e. **HUMAN TRAFFICKING/SEXUAL EXPLOITATION BC**
Follow-up Letter regarding Human Trafficking/Sexual Exploitation, Youth
and Child Exploitation, Youth Porn Use/Addiction in BC
- f. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
AVICC Resolutions Notice/Request for Submissions; Call for Nominations
for AVICC Executive Committee; Call for Presentations
- g. **PACIFIC RIM NATIONAL PARK RESERVE**
Notice of Engagement – Pacific Traverse Trail Project

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Board of Directors receive items a-g for information.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 570.**

MOVED: Director Jack

SECONDED: Director Banton

*THAT the Board of Directors approves Finance Warrant Number 570 in the
amount of \$1,789,001.11 dated October 31, 2016.*

CARRIED

- b. **Request for Decision regarding Clean Water and Wastewater Fund
Application for Bamfield Water System.**

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Board of Directors submit an application to the Clean Water and Wastewater Fund to help fund a water treatment plant to address the high levels of Trihalomethanes (THMs) in the Bamfield Water System that currently exceed the Canadian Drinking Water Guidelines.

CARRIED

c. Request for Decision regarding Alberni-Clayoquot Regional District Board of Directors – Strategic Planning Session

MOVED: Director Banton

SECONDED: Director St. Jacques

THAT the Board of Directors of the ACRD agree to conduct a one-day strategic planning session on December 15, 2016 for the purpose of defining priorities for the five-year financial plan.

CARRIED

d. Request for Decision regarding Climate Action Charter.

MOVED: Director Wyton

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District sign onto the British Columbia Climate Action Charter.

CARRIED

e. Request for Decision regarding Tabled Resolution – Blue Dot Initiative Project – Right of a Healthy Environment.

MOVED: Director Kokura

SECONDED: Director Jack

THAT the Blue Dot Initiative Project – Right of a Healthy Environment resolution tabled at the October 12, 2016 Regular Board of Directors meeting be lifted from the table.

CARRIED

The following motion was back on the table for consideration by the Board:

MOVED: Director Bennett

SECONDED: Director McLeman

WHEREAS the Alberni-Clayoquot Regional District understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community;

THEREFORE, BE IT RESOLVED THAT the Alberni-Clayoquot Regional District recognizes its responsibility, within its jurisdiction, and in so doing will continue to implement and improve its strategic plans and by-laws to protect the local environment and supports a healthy environment by undertaking actions such as, but not limited, to the following:

- *Consideration of the precautionary principle, with cost-effective measures, where threats of serious or irreversible damage to human health or the environment exist;*
- *Taking into consideration full cost accounting which includes costs to human health and environment, when evaluating reasonably foreseeable costs of proposed actions and alternatives;*
- *Ensuring infrastructure and development projects to protect the environment, including water quality and landfill diversion plans;*
- *Selection criteria in evaluation of future contracts would obtain environmental impacts that allow for potential benefits of environmentally sound business practices;*
- *Addressing climate change by investigating further reductions in corporate greenhouse gas emissions and implementing adaptation measures;*
- *Promoting appropriate and responsible development, including responsibly increasing density, in accordance with the Official Community Plan;*
- *Prioritizing trail and parks and public transit as modes of transportation in accordance with the ACRD Health Network transportation;*
- *Promoting access to food that is locally and sustainably sourced through our regional agriculture plan;*
- *Working with member municipalities and electoral areas to improve waste diversion, including recycling and composting, and waste reduction; and*
- *Establishing a unified Regional Parks Plan and maintaining accessible green spaces by providing high quality active and community parks.*

The Alberni-Clayoquot Regional District shall review these objectives, targets, timelines and actions regularly, and evaluate progress towards fulfilling this declaration.

The Alberni-Clayoquot Regional District shall consult with residents as part of this process.

DEFEATED

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT WHEREAS the Alberni-Clayoquot Regional District understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community;

AND WHEREAS the David Suzuki Foundation Blue Dot Tour has inspired many Canadians to request that the right to a healthy environment be enshrined in the Canadian Charter

of Rights and Freedoms;

THEREFORE BE IT RESOLVED THAT the Alberni-Clayoquot Regional District declares that:

All residents of the Alberni-Clayoquot Regional District have the right to live in a healthy environment, including:

- The right to breathe clean air;*
- The right to drink clean water;*
- The right to consume safe food;*
- The right to access nature;*
- The right to know about pollutants and contaminants released into the local environment; and*
- The right to participate in government decision-making that will affect the environment.*

The Alberni-Clayoquot Regional District recognizes its responsibility, within its jurisdiction, to respect, protect, and promote these rights and in so doing will continue to implement and improve its strategic plans and by-laws to protect the local environment and support its residents' right to a healthy environment by undertaking actions such as, but not limited, to the following:

- Consideration of the precautionary principle, with cost-effective measures, where threats of serious or irreversible damage to human health or the environment exist;*
- Taking into consideration full cost accounting which includes costs to human health and environment, when evaluating reasonably foreseeable costs of proposed actions and alternatives;*
- Ensuring infrastructure and development projects to protect the environment, including water quality and landfill diversion plans;*
- Selection criteria in evaluation of future contracts would obtain environmental impacts that allow for potential benefits of environmentally sound business practices;*
- Addressing climate change by investigating further reductions in corporate greenhouse gas emissions and implementing adaptation measures;*
- Promoting appropriate and responsible development, including responsibly increasing density, in accordance with the Official Community Plan;*
- Prioritizing trail and parks and public transit as modes of transportation in accordance with the ACRD Health Network transportation;*
- Promoting access to food that is locally and sustainably sourced through our regional agriculture plan;*
- Working with member municipalities and electoral areas to improve waste diversion, including recycling and composting, and waste reduction; and*
- Establishing a unified Regional Parks Plan and maintaining accessible green spaces by providing high quality active and community parks.*

The Alberni-Clayoquot Regional District shall review these objectives, targets, timelines and actions regularly, and evaluate progress towards fulfilling this declaration.

The Alberni-Clayoquot Regional District shall consult with residents as part of this process.

DEFEATED

f. Request for Decision regarding Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016.

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director Cote

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director Cote

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.

CARRIED

g. Request for Decision regarding Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016.

MOVED: Director Wyton

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.

CARRIED

MOVED: Director Wyton
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.

CARRIED

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.

CARRIED

h. Request for Decision regarding Determination of Official Election Results – Bamfield Water System Treatment Plant Assent Vote.

MOVED: Director Wyton
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Determination of Official Election Results as presented for the Bamfield Water System Treatment Plant Assent Voting held on November 5, 2016.

CARRIED

i. Request for Decision regarding Bylaw F1126, Bamfield Water Treatment Plant Loan Authorization, 2016.

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw F1126, cited as Bamfield Water System Treatment Plant Loan Authorization, 2016.

CARRIED

9. PLANNING MATTERS

a. RE16007, PELLETIER & CRAWFORD, 6770 BEAVER CREEK ROAD
Rezoning Application – Report and Bylaws P1346 and P1347

MOVED: Director McNabb
SECONDED: Director Cote

THAT Bylaw P1346, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT Bylaw P1347, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT the public hearing for Bylaws P1346 and P1347 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director McNabb
SECONDED: Director Wyton

THAT the Board of Directors confirm that adoption of Bylaw P1346 and P1347 are subject to:

A covenant being registered on the property title which restricts the use of cottages to vacation rental and limits the number of days a cottage may be rented in one calendar year to 180 days; and

Meeting all technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Administration Department Monthly Staff Report – November 3, 2016**
- b. Financial Department Report – November 2, 2016**
- c. Environmental Services Department Report – November 3, 2016**
- d. Staff Action Items Report – November 4, 2016**

MOVED: Director Kokura
SECONDED: Director Ruttan

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

CARRIED

10.2 COMMITTEE REPORTS

a. Salmon Beach Committee Meeting – November 9, 2016

- T. Bennett (Verbal)

Director Bennett provided a brief report on the meeting held this morning. The minutes and a recommendation will be coming forward for consideration at the next Board meeting.

b. Alberni-Clayoquot Transportation Committee Meeting – November 8, 2016

- J. McLeman (Verbal)

Director McLeman provided an update on the AC Transportation Committee meeting yesterday. The Committee received the News Release and Report on the Horne Lake Connector. The Committee will meet with Ministry staff on Nov. 22nd to discuss the findings of the report. In addition, the Committee will be requesting a meeting with the Minister of Transportation and Infrastructure.

c. Alberni Valley & Bamfield Services Committee Meeting – November 8, 2016

– J. McNabb (verbal)

Director McNabb provided a brief update.

MOVED: Director McLeman
SECONDED: Director Cote

THAT the verbal reports a-c be received

CARRIED

MOVED: Director McLeman
SECONDED: Director McNabb

THAT the ACRD Board of Directors request a meeting with Minister Stone, Ministry of Transportation and Infrastructure regarding the Horne Lake Connector Business Case Final Report, October 2016.

CARRIED

10.3 OTHER REPORTS

a. Coastal Community Network – T. Bennett

Application for \$10,000 for the Coastal Sustainability Charter Program Stage 1.

MOVED: Director Jack
SECONDED: Director McLeman

THAT this report be received.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director Cote
SECONDED: Director McLeman

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

15. RECOVENE

The meeting was recessed at 3:07 pm

The meeting was reconvened at 3:33 pm

16. IN-CAMERA

MOVED: Director Banton
SECONDED: Director Jack

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

- i. Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee, could reasonably be expected to harm the interests of the regional district if they were held in public.*

CARRIED

The meeting was closed to the public at 3:33 pm.

The meeting was re-opened to the public at 3:43 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Cote

SECONDED: Director McLeman

THAT this meeting be adjourned at 3:43 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Manager of Administrative Services

Alberni-Clayoquot Regional District

MINUTES OF THE SALMON BEACH COMMITTEE MEETING HELD ON WEDNESDAY, NOVEMBER 9, 2016, 10:30 AM

Regional District Board Room, 3008 5th Avenue, Port Alberni, BC

MEMBERS Tony Bennett, Director, Electoral Area "C" (Long Beach) (Teleconference)

PRESENT: Kel Roberts, Chair
Ken Lunde
Jill Maibach
Mary Ellen Peet

REGRETS: Terry Graff

WEST COAST Dianne St. Jacques, Mayor, District of Ucluelet
COMMITTEE: Josie Osborne, Mayor, District of Tofino

STAFF PRESENT: Wendy Thomson, Manager of Administrative Services
Andrew McGifford, Manager of Environmental Services
Alex Reaburn, West Coast Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 am.

2. APPROVAL OF AGENDA

The Committee approved the agenda as circulated.

3. REQUEST FOR DECISIONS & BYLAWS

a. REQUEST FOR DECISION

Illegal Dumping at Salmon Beach

MOVED: M. Peet

SECONDED: J. Maibach

THAT the Salmon Beach Committee support work to remove accumulated piles of debris for an estimated cost of \$600 tipping fees with Deer Bay Contracting.

CARRIED

MOVED: M. Peet
SECONDED: J. Maibach

THAT the Salmon Beach Committee request staff investigate a village cleanup period and bring forth for the garbage service plan and work within 2017 budget limits.

CARRIED

4. REPORTS

a. **MEMORANDUM**
Salmon Beach Updates

The Manager of Environmental Services provided an overview of the report. The Committee reviewed the report.

MOVED: M. Peet
SECONDED: J. Maibach

THAT the Salmon Beach Committee continue testing wells #10 and #2 monthly and explore options for future water sources at Salmon Beach.

CARRIED

D. St. Jacques and J. Osborne entered the meeting at 10:52 am.

Administration Building – K. Roberts provided an overview of research conducted for a new Administration Building.

2017 Expenditure Plan – The Committee reviewed the expenditure plan for 2017.

Gathering Place – Staff to follow-up with the Building Inspector on the recommendations for the gathering place and the requirement for a land survey. K. Roberts to work with staff regarding volunteers working on the gathering place.

Pump and Haul – The Committee discussed options for emergency coverage for pump and haul and cost recovery. Staff to report back with options on moving forward and plan for vehicle replacement in 2017.

b. **MEMORANDUM**
Volunteers performing services and work in Salmon Beach

The Manager of Environmental Services spoke to his report. ACRD staff will work on a plan for procedures to ensure any works performed by volunteers are documented and supervised.

- c. **MEMORANDUM**
Silt Trap, Brush Removal and Ditch Work at Salmon Beach

A. Raeburn provided an overview of the report.

- d. **MEMORANDUM**
September 2016 Activity Report

The Committee reviewed September 2016 Activity Report for the Salmon Beach Services.

MOVED: J. Maibach
SECONDED: M. Peet

THAT the Committee meet with ACRD staff to discuss the West Coast Assistant position prior to 2017 budget.

CARRIED

- e. **Roles and Responsibilities**
Discussion with West Coast Committee

Role of the Committee was discussed. Further discussion on roles and responsibilities of the Committee to be conducted prior to the 2017 budget.

D. St. Jacques provided the Committee with an overview of the ACRD West Coast Committee.

5. **UNFINISHED BUSINESS**

MOVED: J. Maibach
SECONDED: M. Peet

THAT the Committee request staff to include \$20,000.00 in the 2017 Capital Plan for Salmon Beach Sewage.

CARRIED

MOVED: M. Peet
SECONDED: J. Maibach

THAT the Salmon Beach Committee request the ACRD Board of Directors to forward a letter to the Ministry of Transportation and Infrastructure regarding maintenance of the entrance to Toquaht main road.

CARRIED

6. **LATE BUSINESS**

7. **ADJOURN**

MOVED: K. Lunde

SECONDED: K. Roberts

THAT the meeting adjourn at 12:15 pm.

CARRIED

Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, NOVEMBER 16, 2016

Tiickin Boardroom, Toquaht Nation Administration Office, 1971 Peninsula Road, Ucluelet, BC

- MEMBERS** Dianne St. Jacques, Mayor, District of Ucluelet (Chair)
- PRESENT:** Josie Osborne, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Kirsten Johnsen, Councillor, Toquaht Nation
Patti Charleston, Ahousaht First Nation
Ellen Peet, Salmon Beach Advisory Committee
- REGRETS:** Alan McCarthy, Member of Legislature, Yuułuꞵiꞵatꞵ Government
Ann Atleo, Ahousaht First Nation
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer
Mike Irg, Manager of Planning & Development
Mark Fortune, Airport Superintendent

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 am.

The Chairperson recognized the meeting is being held in the Yuułuꞵiꞵatꞵ Government Territories and within the meeting facilities of the Toquaht Nation.

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the agenda be approved as circulated with the addition of the CAO verbal report – November 28, 2016 Emergency Planning Workshop Update.

CARRIED

3. ADOPTION OF MINUTES

a. **West Coast Committee Meeting – September 21, 2016**

MOVED: Director Bennett

SECONDED: Director Johnsen

THAT the minutes of the West Coast Committee Meeting held on September 21, 2016 be adopted.

CARRIED

4. DELEGATIONS

- a. **Jessie Hannigan, Project Liaison, Pacific Rim National Park Reserve, regarding update on Traverse Trail.**

The clearing tender has been released. Generally, the trail will be cleared 5 meters wide with the trail 3 meters in width. Mr. Hannigan circulated the most recent plan. Public information meetings are scheduled for the West Coast communities in early December

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the Pacific Rim National Park Traverse Trail plan be forwarded to the Regional Districts Regional Parks and Trail Advisory Committee for a discussion regarding links from the trail to Ucluelet and Tofino.

CARRIED

5. REQUEST FOR DECISION

6. REPORTS

- a. Long Beach Airport Rezoning Report – M. Irg (verbal)

A letter of support for the bylaw has been received from the Tla-o-qui-aht First Nation. The bylaw will proceed to public hearing early in the new year.

Patti Charleston entered the meeting at 11:08 am.

- b. Long Beach Airport Update – M. Fortune (verbal)

The lighting project is now 98% complete. The system was used successfully for a recent medivac. Transport Canada is to review the infrastructure for certification by the end of November. Publication of the system could occur in March 2017. Work is proceeding for obstacle limitation surfaces on runways 07 and 34. An emergency exercise is being planned for December. Finally traffic volumes are at 2015 levels which was a record for CYAZ.

The committee briefly discussed airport naming and it was agreed a meeting would be called by the Chair at a later date.

c. Other Reports

The CAO described the proposed agenda for an emergency planning workshop scheduled for November 28, 2016 at the Ucluelet Community Center.

Patti Charleston, Ahousaht reported on matters within her community.

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the West Coast Committee receive these verbal reports.

CARRIED

7. LATE BUSINESS

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the West Coast Committee recommend the Chairperson of the ACRD write a letter to the appropriate federal and provincial ministries congratulating them on establishing oil spill response programs and advising them of the ACRD infrastructure at CYAZ that may be appropriate for logistical needs of emergency response.

CARRIED

8. IN CAMERA

MOVED: Director Bennett

SECONDED: Director Osborne

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

- i. The acquisition, disposition or expropriation of land or improvement, if the Regional District considers that disclosure could reasonably be expected to harm the interests of the Regional District.*

CARRIED

The meeting was closed to the public at 11:40 am.

The meeting was re-opened to the public at 11:54 am.

9. RECOMMENDATIONS FROM IN-CAMERA

10. ADJOURN

MOVED: Director Bennett

SECONDED: Director Osborne

THAT this meeting be adjourned 11:55 am.

CARRIED

Certified Correct:

Dianne St. Jacques,
Chairperson

Russell Dyson,
Chief Administrative Officer

**MINUTES OF THE ALBERNI-CLAYOQUOT TRANSPORTATION COMMITTEE
MEETING HELD ON TUESDAY, NOVEMBER 8, 2016 @ 9:00 AM**

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

MEMBERS Jack McLeman, ACRD, Co-Chair
PRESENT: Gillian Trumper, PAPA, Co-Chair
Chris Alemany, City of Port Alberni
Darren DeLuca

STAFF PRESENT: Pat Deakin, City of Port Alberni
Russell Dyson, ACRD
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:04 am.

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

2. APPROVAL OF AGENDA

MOVED: G. Trumper

SECONDED: D. Deluca

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. AC Transportation Committee Meeting held April 26, 2016.

MOVED: C. Alemany

SECONDED: G. Trumper

THAT the minutes of the AC Transportation Committee Meeting held on April 26, 2016 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION/INFORMATION

6. REPORTS

**a. MOTI News Release Hwy 4 Corridor Study and
 Horne Lake Connector Business Case Final Report October 2016**

The Committee discussed the findings of the MOTI News Release Hwy 4 Corridor Study and the Horne Lake Connector Business Case Final Report October 2016 received from the Ministry on November 1, 2016. There is no intention of building the new road, there will be modifications to Highway 4. The committee discussed the proposed improvements to highway 4 which includes passing lanes, opening up the brake check at the top of the hump, Koen Road, Little Qualicum Falls to Cameron Lake, Cathedral Grove, more robust plan includes park expansion, overpass; move visitor parking to the logging road. Other options to consider: connection road thru Lake Cowichan to Bamfield or Beaver Creek thru to Cumberland.

The committee prepared a list of priorities that are referenced in Table 7.1 Summary of Proposed Highway 4 Improvements below taken from the Horne Lake Connector Business Case prepared for the BC MOTI and the ACRD from CH2M Hill Canada Limited.

Table 7-1. Summary of Proposed Highway 4 Improvements

Project	Title	Description
1	WB Acceleration Lane at Hwy 4/Hwy 19 I/C	Provide acceleration lane for Hwy 19 SB to Hwy 4 WB
2	Hilliers Road Park and Ride	Provide Park and ride facility
3	Britain Boulevard Intersection	Provide median turning lane
4	Little Qualicum Falls Park Entrance Realignment	Extend passing lane, improve alignment and intersection
5	Keon Road Realignment	Realign hwy and extend passing lane
6	Gravel Pit Turnaround	Provide turnaround for EB and WB traffic
7	Cameron Lake Beach Access	Realign Hwy, improve intersection and provide off-hwy parking
7A	Angel Rock	Widen Hwy to provide wider shoulders
8	Beaufort Rest Area	Realign Hwy, improve intersection and provide off-hwy parking
9	Cathedral Grove Parking Area	Improve parking off-hwy and pedestrian safety
10	Chain-Up Facility	Provide chain-up facility for commercial vehicles includes U-turn
11	Realignment and Passing Lane Extension	Extend passing lane
12	Passing Lane Extension	Extend passing lane

From the summary above the committee's priorities are Project #'s 4, 5, 6, 11, 12 and 9 and would like them accomplished in less than 5 years. The committee will discuss these at the November 22 meeting with ministry staff.

Project #9 Cathedral Grove is of great concern but needs more discussion with the Ministry, need the big picture as two ministries are involved. Map of Cathedral Gove attached at the end of the minutes.

R. Dyson left the meeting at 9:35 am.

MOVED: G. Trumper

SECONDED: D. Deluca

THAT the ACTC request the AV Committee ask staff to organize a meeting with the Minister of Transportation and Infrastructure prior to the end of 2016 and acquire the VIEA Transportation Plan for the Island as a whole.

CARRIED

Copy the request for the Minister meeting to MLA's Scott Fraser, Michelle Stillwell and Don McRae. When meeting with the Minister request timelines be revised; their priorities might not be our priorities and discuss what improvements on the Island the Ministry is contemplating.

P. Deakin left the meeting at 9:58 am.

7. ADJOURN

MOVED: D. Deluca

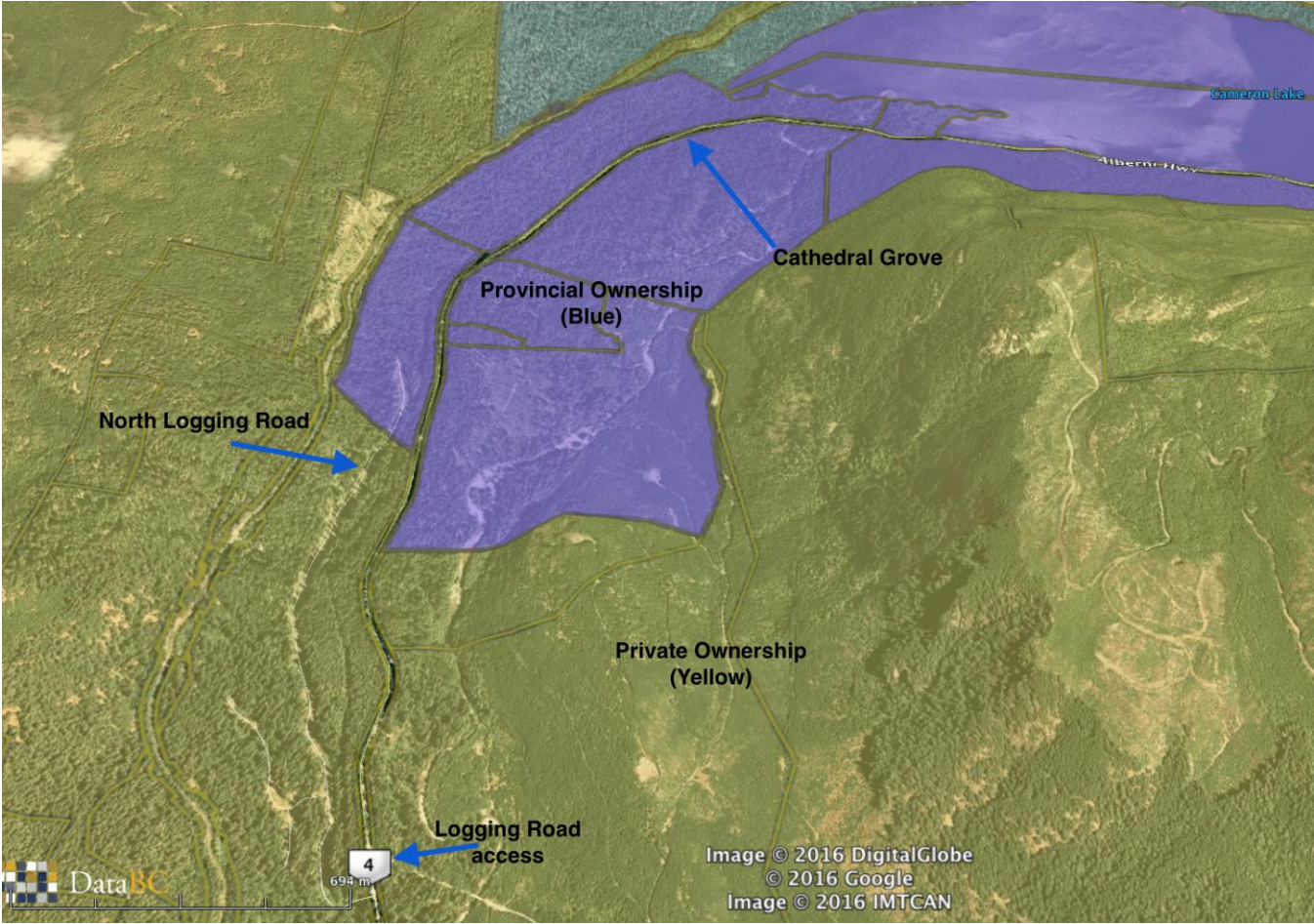
SECONDED: G Trumper

THAT this meeting be adjourned 9:59 am.

CARRIED

Certified Correct:

Jack McLeman, Co-Chair





Fisheries and Oceans
Canada

Regional Director General
Pacific Region
Suite 200 – 401 Burrard Street
Vancouver, British Columbia
V6C 3S4

Pêches et Océans
Canada

Directrice générale régionale
Région du Pacifique
Pièce 200 – 401 rue Burrard
Vancouver C.-B.
V6C 3S4

Your file *Votre référence*

Our file *Notre référence*
2016-501-00226

NOV 10 2016



Ms. Josie Osborne
Chair
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, B.C.
V9Y 2E3

Dear Ms. Osborne:

Thank you for your October 24, 2016, correspondence regarding the trawl representatives' proposal to increase the on-vessel processing of hake by domestic harvesters.

Fisheries and Oceans Canada (DFO) appreciates the importance of this issue to coastal communities. To ensure that the Groundfish Trawl Advisory Committee (GTAC) is aware of your concerns regarding the scale of the investment by shoreside processors and the importance of the processing jobs to the communities, I have asked staff to relay your correspondence to GTAC for consideration.

DFO anticipates that the industry will be submitting a revised proposal for on-vessel processing of hake at the upcoming GTAC meeting on December 2, 2016. Consultation on that revised proposal will include discussions with the Groundfish Industry Advisory Board (GIAB) where the coastal communities are represented. I suggest that you ensure that one of the coastal communities' representatives on the GIAB is fully apprised of the details of your concerns to ensure those details are made known during the discussion on the proposal.

Additionally, you may not be aware that GTAC meetings are open to observers, providing advance notice of attendance is given to DFO ensure adequate space for the meeting. If you wish to attend the next GTAC or to see a copy of the tentative meeting agenda, please contact Barry Ackerman, Pacific Region Trawl Coordinator, at either 604-666-3991 or barry.ackerman@dfo-mpo.gc.ca.

Thank you for following up with your concerns.

Yours sincerely,

Rebecca Reid
Regional Director General
Pacific Region



October 26, 2016

File: 0280-30

Ref: 184862

Dear Manager of Administrative Services:

Re: Regulatory Amendments Affecting Agri-tourism

Last fall the Government of British Columbia (Government) undertook a consultation on a Draft Minister's Bylaw Standard on Agri-tourism and Retail Sales. The consultation closed on January 15, 2016 and 106 responses were received from local governments, associations and agri-tourism operators. A link to the online consultation summary is provided here: http://www2.gov.bc.ca/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-assets-and-environment/strengthening-farming/consultation_summary-agritourism_consultations_sept_2016.pdf.

In response to comments received during the consultation, on August 2, 2016 the Government announced regulatory amendments affecting agri-tourism in the Agriculture Land Reserve (ALR). The recent amendments to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (171/2002) under the *Agricultural Land Commission Act* (ALCA) provide clarity to agri-tourism activities in the ALR. This includes updating agri-tourism definitions and providing new opportunities with respect to events.

Agri-tourism Definitions

The definition of agri-tourism has been clarified. *Agri-tourism* means an activity that is carried out on land that is classified as a farm under the *Assessment Act*; to which members of the public are invited, with or without a fee; for which permanent facilities are not constructed or erected; and include ancillary services. Defined farm-use agri-tourism activities can be undertaken without an application to the ALC and these include:

- (a) an agricultural heritage exhibit displayed on the farm;
- (b) a tour of the farm, an educational activity or demonstration in respect of all or part of the farming operations that take place on the farm, and activities ancillary to any of these;
- (c) cart, sleigh and tractor rides on the land comprising the farm;
- (d) subject to section 2 (2) (h), activities that promote or market livestock from the farm, whether or not the activity also involves livestock from other farms, including shows, cattle driving and petting zoos;

- (e) dog trials held at the farm;
- (f) harvest festivals and other seasonal events held at the farm for the purpose of promoting or marketing farm products produced on the farm; and
- (g) corn mazes prepared using corn planted on the farm.

Local governments may not prohibit the above agri-tourism activities. Local governments can regulate, prohibit and impose requirements on factors like fireworks, nuisances, and disturbances (e.g., noise) within their communities and all landowners must continue to meet all relevant local government requirements such as event hosting, liquor licenses, and fire code requirements.

Event Opportunities

Through the regulations, Government has clarified that ALR land owners will not need to apply to the Agricultural Land Commission (ALC) to host events like commercial weddings, concerts, or non-agriculture related festivals, providing:

- The land has farm status;
- No new permanent structures are being built;
- All parking will be on the property (no road parking);
- The number of guests at any event is 150 or less; and
- The number of annual events is ten or less.

Local governments may not prohibit events. Local governments can within their communities regulate, prohibit and impose requirements with respect to factors like fireworks, noise, nuisances and fire codes and all landowners must meet these requirements.

ALR landowners will continue to need to apply and receive approval from the ALC if they do not meet all five of the conditions above. These limits will not apply to wineries, meaderies and cideries wishing to host activities like commercial weddings, concerts, or non-agriculture related festivals as they already have other restrictions placed on them through their license.

The ALCA amendments further clarify that no application to the ALC is required for a farmer hosting weddings for family members or friends ***at no charge***. If farmers are receiving a payment for hosting the wedding of a family member or friend, an application to the ALC is required if any of the above conditions are not met. The ALC will review the application and make their decision based on their mandate of preserving agricultural land and promoting farming.

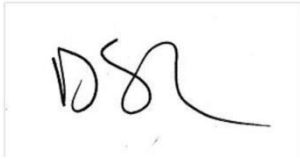
These changes provide the balance needed to grow a farmer's income while preserving land within the ALR to produce local foods for British Columbians. The full regulation may be found at the following link: http://www.bclaws.ca/civix/document/id/complete/statreg/171_2002. A link to the ALC website may be found here: <http://www.alc.gov.bc.ca/alc/content/home>. In addition, a fact sheet that serves as useful reference document about the changes made is attached to this letter as Appendix A.

Please contact your local Regional Agrologist, or contact the following number if you have any other questions on agri-tourism or other Planning for Agriculture matters.

AgriService BC:

- Telephone: 1 888 221-7141
- E-mail: AgriServiceBC@gov.bc.ca

Sincerely,

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'DSturko'.

Derek Sturko
Deputy Minister

Attachment

Appendix A
Agri-tourism in the Agricultural Land Reserve - Factsheet
September 26, 2016

Roles and Authorities

The Agricultural Land Commission:

- The Agricultural Land Commission (ALC) is an independent agency established under authority of the Provincial *Agricultural Land Commission Act* (ALC Act). As an independent administrative tribunal, it is dedicated to preserving land and encouraging farming in British Columbia
- The ALC is responsible for the administration of the Agricultural Land Reserve (ALR) which protects land to be used for agricultural purposes
 - The ALC collaborates with the Ministry of Agriculture, First Nations and local governments to ensure the agricultural land base is preserved and protected, and farm use of agricultural land in the ALR is the priority land use
- The *ALR Use, Subdivision and Procedure Regulation* (ALR USP Regulation) provides the framework to describe what are permitted uses in the ALR
 - Recent amendments to the ALR USP Regulation have introduced revisions on agri-tourism and ‘gathering for events’ such as commercial weddings
- The ALC Act provides the authority for the ALC to ensure compliance and enforcement of its provisions and regulations
 - ALC initiated compliance enforcement activities are primarily complaint-based

Local Governments:

- Local governments under the *Local Government Act* and *Community Charter* are provided limited authority to regulate and/or prohibit land use within their jurisdiction
 - The ALC Act and ALR USP Regulation provide further specific provisions on how local governments bylaws must be consistent respecting land in the ALR
- Through this authority, and recognising detailed and specific limiting powers, local governments can regulate and/or prohibit land use in the ALR
 - Local government bylaws that allow land use activities to proceed in the ALR that are not consistent with the *Local Government Act*, *Community Charter*, ALC Act and ALR USP Regulation, or do not have approval by the ALC, are considered to have “no force and effect” and are treated as such by the ALC and Ministry of Agriculture

Ministry of Agriculture:

- The Ministry of Agriculture (AGRI) has final responsibility for the *Agricultural Land Commission Act* and can initiate amendments through the legislative process.
- Ministry staff, working together with ALC staff, are available to assist local governments, the agricultural sector and agri-tourism operators in providing applicable information on the ALC Act, ALR USP Regulation and *Local Government Act* regulations.
- The Ministry respects that the ALC is an independent tribunal and it would not be appropriate for the ministry to conduct any ALC Act compliance and enforcement activities.

Agri-tourism in the ALR

ALC Farm Use:

- The ALC Act defines "farm use" as meaning, “an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm

Appendix A

Agri-tourism in the Agricultural Land Reserve - Factsheet

September 26, 2016

use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*"

- Recently revised agri-tourism activities are described and designated by the ALR USP Regulation as "farm uses", and as such may not be prohibited by a local government bylaw. Regulated communities have the option of requesting farm bylaws that further refine agri-tourism within their jurisdictions.
- Local governments can require a land owner to apply for a Temporary Use Permit which could specify conditions related to amplified sound, parking, fireworks or other disturbances associated with these agri-tourism activities¹;

ALC Non-Farm Use Applications:

- Recent amendments to the ALR USP Regulation clarify that ALR land owners will not need to apply to the ALC to host activities like commercial weddings, concerts, or non-agriculture related festivals, providing:
 - The land has farm status;
 - No new permanent structures are being built;
 - All parking will be on the property (no road parking);
 - The number of guests at any event is 150 or less;
 - The number of annual events is ten or less.
- If land owners in the ALR want to host activities like commercial weddings, concerts and non-agriculture related festivals that do not meet all five of the conditions above, they will continue to need to apply to the ALC.
- These limits do not apply to wineries, meaderies and cideries hosting activities like commercial weddings, concerts, or non-agriculture related festivals - it is business as usual - an application to the ALC is still not required.

Compliance and Enforcement

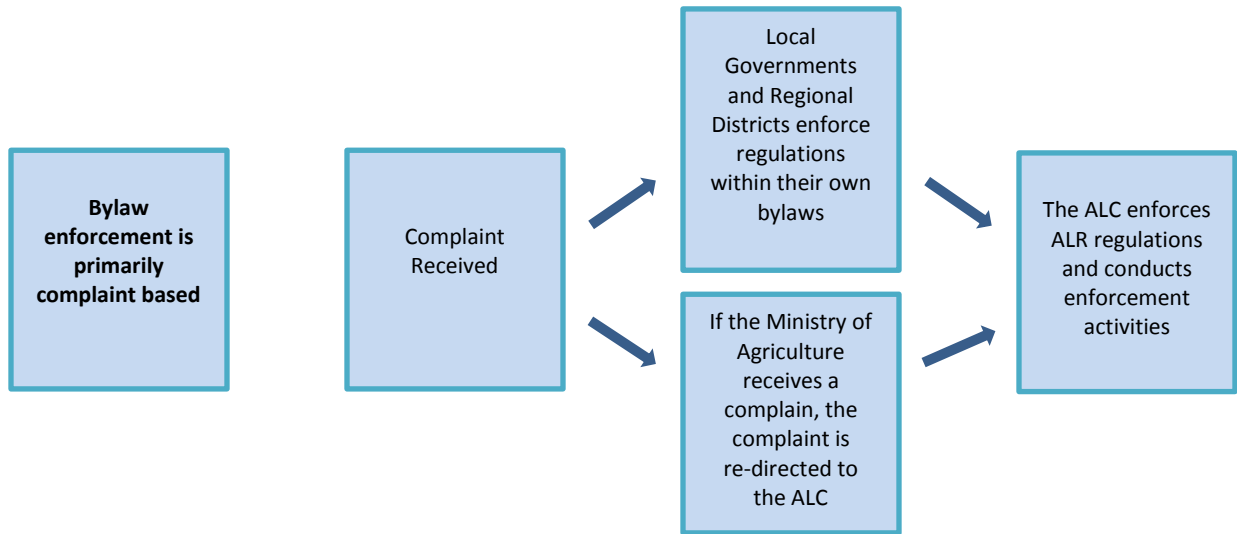
- If a **local government** is notified of a violation of their own bylaws that also correspond to the ALC Regulations, the local government is expected to conduct their own bylaw enforcement activities first, and then work together with ALC enforcement activities if necessary.
- If a **local government** is notified of a violation of ALC Regulations that they don't regulate, they should forward the complaint to the ALC without delay.
- If a **resident** has a complaint about a violation of ALC Regulations, they can take the following steps:
 1. Communicate the issue to their local government (who will enforce and/or forward the concern to the ALC);
 2. Contact a Ministry of Agriculture's AgriServiceBC staff representative (contact info below) who will forward the concern to the ALC;
 3. Contact the ALC directly (contact info below).
- The Ministry of Agriculture's Regional Agrologists and other specialist staff can provide additional support to local governments, the ALC, land owners, residents and complainants in an effort to resolve a concern.

¹ And meet the provisions established in the *Farm Practices Protection Act*.

Appendix A
Agri-tourism in the Agricultural Land Reserve - Factsheet
September 26, 2016

- If the ALC is notified of an infraction that contravenes ALC Regulations, the ALC will conduct enforcement activities.

Summary of Complaint Process:



Contact Information

For further information, please contact the following:

AgriService BC, Ministry of Agriculture
Telephone: 1-888-221-7141
Email: AgriServiceBC@gov.bc.ca

Agricultural Land Commission
Telephone: 604-660-7000
Email: ALCBurnaby@Victoria1.gov.bc.ca

REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: November 23, 2016

Subject: Lease Agreement – Coastal Community Credit Union, 3009 – 4th

Avenue

Recommendation:

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors enter into a 5 year lease agreement with the Coastal Community Credit Union commencing December 1, 2016 to lease ACRD owned office space located at 3009 Fourth Avenue, Port Alberni, BC for their financial institution for an annual rent of \$37,056.00 plus their share of property taxes and operating costs, and authorize the Chairperson and Chief Administrative Officer to enter into the lease agreement on behalf of the ACRD.

Desired Outcome:

To make best use of surplus office space by securing a tenant for the lower floor of the Regional District Office located at 3009 – 4th Avenue.

Background:

The Coastal Community Credit Union has been a tenant of the ACRD’s since the purchase of the Regional District office building in 1993. Their current lease agreement with the Regional District expires on November 30, 2016.

Regional District staff placed a Notice of Disposition in the local papers and on the ACRD website requesting proposals to lease the office space for a new 5 year term. The Regional District received one proposal from the Coastal Community Credit Union. The following are the basic terms of the new lease agreement:

- (a) Leased Premises located at: 3009 Fourth Avenue, Port Alberni, B.C.
- (b) Rentable Area: 3706 square feet
- (c) Term: five (5) years
Commencement Date: December 1, 2016
- (d) Annual Base Rent:

Lease Years	\$ per square foot	Monthly Rental	Annual Rent
1	\$10.00	\$3,088.00	\$37,056.00
2	\$10.00	\$3,088.00	\$37,056.00
3	\$10.00	\$3,088.00	\$37,056.00
4	\$10.00	\$3,088.00	\$37,056.00
5	\$10.00	\$3,088.00	\$37,056.00

- (e) Permitted Use: for the purpose of an office for the conduct of the Tenant's business of a financial institution and insurance agency.
- (f) Parking Entitlement: 12 reserved stalls
- (g) Renewal Term: None

The Coastal Community Credit Union has been an excellent tenant and has conducted substantial renovations and upgrades to the interior of the office building. Staff recommend the ACRD Board of Directors enter into a new 5 year lease agreement with the Coastal Community Credit Union.

Time Requirements – Staff & Elected Officials:

Minimal

Financial:


Regional District staff had an appraisal conducted on the lease area in September 2016. The Appraisal Report recommended the lease rate be increased from \$9.50 per square foot to \$10.00 per square foot. The total aggregate rent for the 5 year term will be \$185,280.00, an increase of \$9,244.80. Revenue generated from this lease agreement goes into General Government services.

Policy or Legislation:

As per the *Local Government Act*, if a Regional District wishes to dispose of land or improvements, they must make the land or improvements available to the public for acquisition, this includes the lease of Regional District owned properties. The Regional District is required to publish a "Notice of Disposition" of its intention to dispose of land or improvements in local papers.

Options Considered:

A longer term lease was considered. The ACRD cannot enter into a longer term lease without going to an alternate approval process.

Submitted by: 

 Wendy Thomson, Manager of Administrative Services

Approved by: 

 Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

cc: Mike Cann, Fire Chief, Sproat Lake Volunteer Fire Department
Dan Holder, ACRD Fire Service Coordinator

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: November 23, 2016

Subject: Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016 – Adoption

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.

Desired Outcome:

To amend the boundaries of the Sproat Lake Fire Protection Service area to include two provincially owned parks.

Background:

The Fire Chief of the Sproat Lake Volunteer Fire Department has requested the boundaries of the Sproat Lake Fire Protection Service Area be expanded to include Sproat Lake and Taylor Arm Provincial Parks. The provincial government has agreed in writing to the inclusion of these parks within the Sproat Lake Fire Protection Service Area.

In order to include these parks within the service area an amendment is required to Bylaw 856, Sproat Lake Fire Protection Conversion and Establishment Bylaw. Director Cote, Electoral Area "D" (Sproat Lake) consents to the ACRD Board amending the service area bylaw.

As per the *Local Government Act* voting on amendments to establishing bylaws are one Director, one vote. The bylaw will require 2/3 majority to adopt. There must be one clear day between 3 reading and adoption.

The ACRD Board of Directors gave three readings to Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016 at the regular Board meeting held on November 9, 2016. The Bylaw is now submitted for consideration of adoption by the Board.

Time Requirements – Staff & Elected Officials:

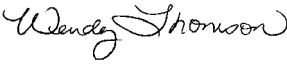
Minimal

Financial:

There will be no increase in the taxable assessments for the service as the province is exempt from taxation.

Policy or Legislation:

Local Government Act applies.

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw 856-10

A Bylaw to Alter the Boundaries of the Sproat Lake Fire Protection Service Area

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

AND WHEREAS the Regional District Board operates the Sproat Lake Volunteer Fire Department as a service described in Bylaw 856, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994";

AND WHEREAS the Regional District Board wishes to alter the boundaries of the Sproat Lake Fire Protection Service Area to include two provincial parks;

AND WHEREAS the provincial government has approved in writing to the inclusion of these two provincial parks within the Sproat Lake Fire Protection Service Area;

AND WHEREAS the Director for Electoral Area "D" (Sproat Lake) has consented in writing to the adoption of this Bylaw;

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

1. Bylaw 856 cited as, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994" is hereby amended by replacing Schedule "A" with the new Schedule "A", attached to and forming part of this Bylaw.
2. This Bylaw may be cited as "**Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016**".

Read a first time this	9 th	day of	November	2016.
Read a second time this	9 th	day of	November	2016.
Read a third time this	9 th	day of	November	2016.

Consented to on behalf of the electors on the day of , 2016.

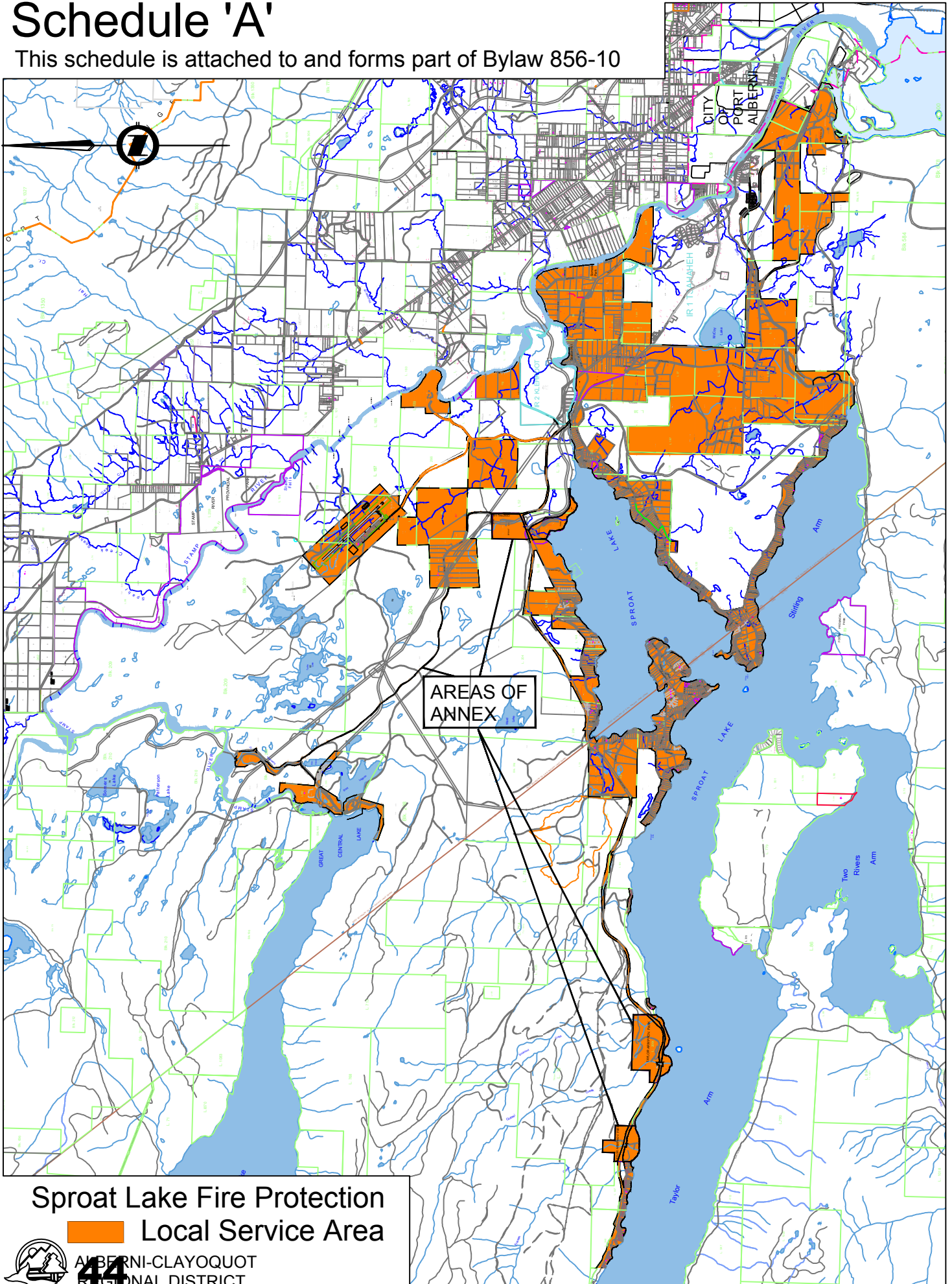
ADOPTED this day of , 2016.

Russell Dyson,
Chief Administrative Officer

Josie Osborne,
Chairperson

Schedule 'A'

This schedule is attached to and forms part of Bylaw 856-10



Sprout Lake Fire Protection
Local Service Area

REQUEST FOR DECISION

To: Board of Directors

cc: Mark Kelly, Fire Chief, Bamfield Volunteer Fire Department
Dan Holder, Fire Service Coordinator

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: November 23, 2016

Subject: **Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016 - Adoption**

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Director adopt Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.

Desired Outcome:

To expand the boundaries of the Bamfield Volunteer Fire Department (BVFD) specified area.

Background:

The ACRD's Fire Services Coordinator and the Bamfield Fire Chief have recommended the boundaries of the Bamfield Fire Protection Specified area be expanded to include the crown land portion of road from Anacla to Bamfield. The BVFD received a first responder call on this portion of road last month. This will allow the Bamfield Volunteer Fire Department to provide first responder and fire services to this area.

In order to include this portion of road within the specified area, an amendment is required to Bylaw 24, Bamfield Specified Area Establishment and Loan Authorization, 1972. Director Wyton, Electoral Area "A" (Bamfield) consents to the ACRD Board amending the specified area bylaw.

As per the *Local Government Act* voting on amendments to establishing bylaws are one Director, one vote. The bylaw will require 2/3 majority to adopt. There must be one clear day between 3 reading and adoption.

The ACRD Board of Directors gave three readings to Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016 at the regular Board meeting held on November 9, 2016. The Bylaw is now submitted for consideration of adoption by the Board.

Time Requirements – Staff & Elected Officials:


Minimal

Financial:

There will be no increase in the taxable assessments for the service as crown land is exempt from taxation.

Policy or Legislation:

Local Government Act applies.

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw 24-1

A Bylaw to Alter the Boundaries of the Bamfield Fire Protection Specified Area

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

AND WHEREAS the Regional District Board operates the Bamfield Volunteer Fire Department as a service described in Bylaw 24, “Bamfield Specified Area Establishment and Loan Authorization, 1972”;

AND WHEREAS the Regional District Board wishes to expand the boundaries of the Bamfield Fire Protection Specified Area to include the portion of road from Anacla to Bamfield as defined in Schedule “A” to this Bylaw;

AND WHEREAS the Director for Electoral Area “A” (Bamfield) has consented in writing to the adoption of this Bylaw;

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

1. Bylaw 24 cited as, “Bamfield Specified Area Establishment and Loan Authorization, 1972” is hereby amended by replacing Schedule “A” with the new Schedule “A”, attached to and forming part of this Bylaw.
2. This Bylaw may be cited as **“Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016”**.

Read a first time this 9th day of November 2016.

Read a second time this 9th day of November 2016.

Read a third time this 9th day of November 2016.

Consented to on behalf of the electors on the day of , 2016.

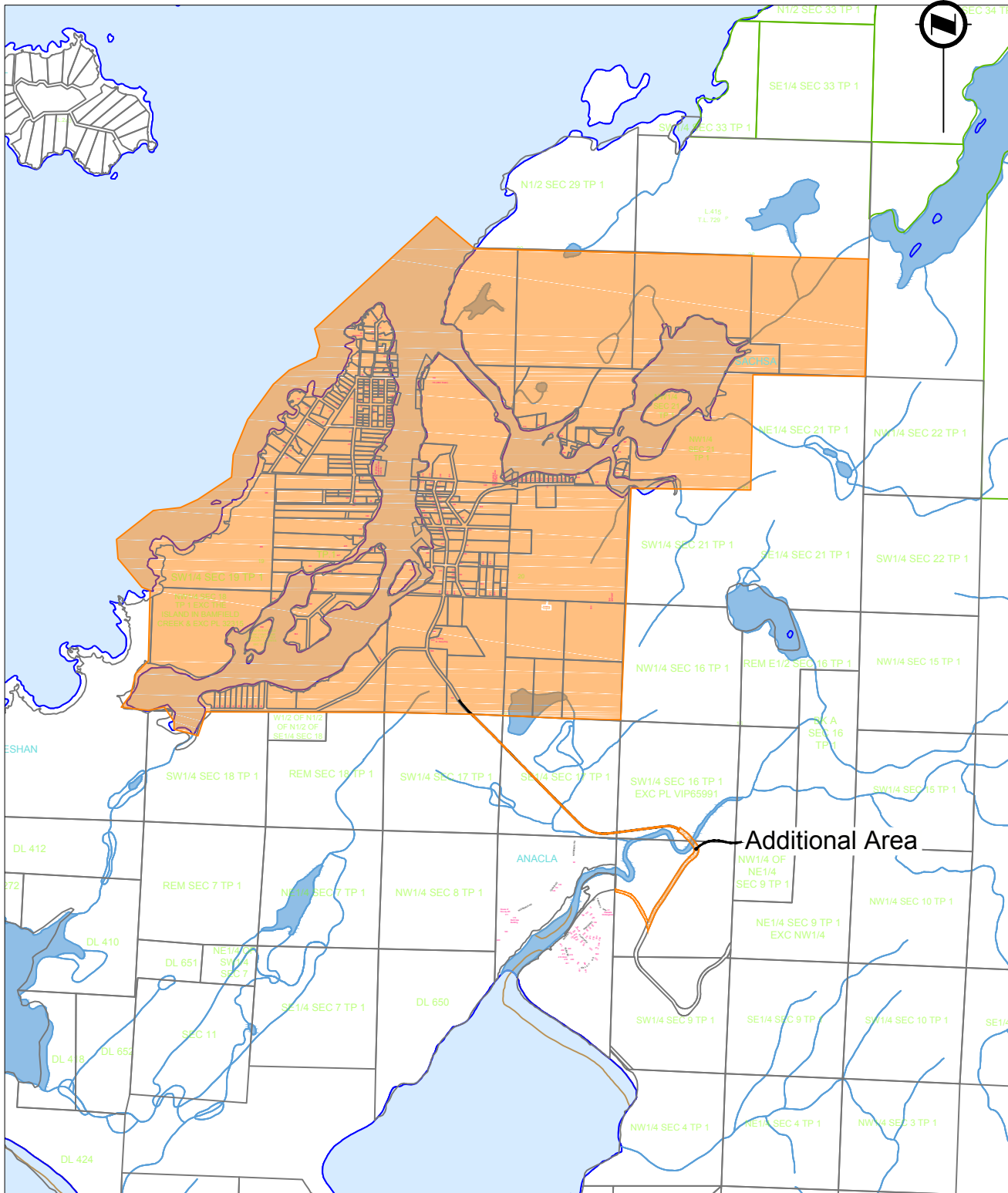
ADOPTED this day of , 2016.

Russell Dyson,
Chief Administrative Officer

Josie Osborne,
Chairperson

Schedule 'A'

This schedule is attached to and forms part of Bylaw 24-1 Bamfield Fire Protection Specified Area



 Bamfield Fire Protection Service Area



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





REQUEST FOR DECISION

To: Board of Directors

From: Russell Dyson, Chief Administrative Officer

Meeting Date: November 23, 2016

Subject: 2017 Vancouver Island Emergency Preparedness Conference, April 6-8, 2017, Ucluelet, BC

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors provide sponsorship in the amount of \$5,000.00 from the Special Events Grants-In-Aid, half in 2016 and 2017 to the District of Ucluelet towards their hosting of the 2017 Vancouver Island Emergency Preparedness Conference (VIEPC) on April 6-8, 2017 in Ucluelet, BC.

Desired Outcome:

To spread knowledge how the communities can work together to save lives in the event of a catastrophic quake.

Summary:

The District of Ucluelet is currently seeking sponsors for the 2017 VIEPC being hosted on April 6-8, 2017 at the Ucluelet Community Centre, 500 Matterson Drive in Ucluelet, BC. A Conference bid was submitted April 15, 2016 with 32 letters of support. The theme "20 Meters in 20 Minutes", represents the dynamic risk and sheer reality for west coast communities located within BC's seismic activity zone if confronted with a catastrophic quake. The purpose of the conference is to bring together scientists, governments, first responders, emergency management organizations, businesses, and emergency personnel and volunteers to discuss the goals of how to work together to save lives in remote communities on Vancouver Island should a Cascadia Subduction Zone (CSZ) event occur. The Conference will focus on projects, practices and research related to preparing for the next CSZ event and to gather leaders to help support each other and learn methods to mitigate, prepare, respond, and recover from a CSZ event. An operating Committee is required to assist with planning, organizing and coordinating the conference.

Background:

The VIEP Conference Society was founded in 2008 to support island communities with hosting the VIEP Conference. This bi-annual conference can bring upwards of 350 emergency personnel and volunteers to support island community collaboration and knowledge building for emergency preparedness. The conference consists of guest speakers, breakout sessions, a networking reception and booth displays.

As a remote island community, Ucluelet and neighbouring communities located within BC's southwest seismic activity zone will have specific emergency management needs in the event of a CSZ event – an earthquake of magnitude 8 or greater followed by a tsunami. Lessons learned from other relatively recent quakes have heightened awareness and provided insight on the imminent threat of a devastating megathrust earthquake and tsunami off the coast of BC. The Conference is a unique opportunity to partner and collaborate with neighbouring and Vancouver Island communities, NGO's, volunteers and emergency personnel.

Time Requirements – Staff & Elected Officials:

Minimal

Financial:

\$5,000.00 from the Grants-In-Aid Special Events Budget (half 2016 and half 2017).



Submitted by: _____

Russell Dyson, Chief Administrative Officer

REQUEST FOR DECISION

To: Regional District Board of Directors

From: Russell Dyson, CAO

Meeting Date: November 9, 2016

Subject: Path Project – Bamfield Representation and Consultation

Recommendation:

Director Wyton provided the following motion:

Whereas the proponents of the PATH Project are considering a project location in southeastern Barclay Sound;

And whereas the community of Bamfield and the residents of Electoral Area "A" will be affected by the proposed project;

Therefore, be it resolved that the Alberni-Clayoquot Regional District request that the Port Alberni Port Authority (as lead proponents) undertake public engagement regarding the PATH project with the residents of Electoral Area "A" as soon as is practically possible.

Background:

Director Wyton suggests that the Barkley Sound Planning Strategy is relevant to the Board's consideration of the PATH project. The strategy was developed in 1994 as "a broad framework of goals, objectives and guidelines for the use, development and management of shore lands and waters which will serve to guide and coordinate local, provincial federal and aboriginal government agencies and property owners in their individual plans, regulations and decision making." Attached are a number of excerpts for the strategy that Director Wyton would like to bring to the attention of the Board.

Summary:

The Board has been provided with updates regarding the PATH project by the Port Alberni Port Authority on at least two occasions: January 2013 and January 2015. The Regional District wrote the attached letter of support for the project in January of 2013.



Submitted by: _____
Russell Dyson, Chief Administrative Officer

There are a number of issues that should be considered about siting projects in light of the Barkley Sound Planning Strategy and that are relevant to the Notice of Motion.

Following are some excerpts from document that are specific to a project such as PATH being placed in Barkley Sound:

Section 1.3 Planning Principles

Resource Sustainability:

There are limits to the development and resource use in Barkley Sound beyond which the quality of the environment and resource abundance and diversity will decline; the ability to sustain these attributes will be considered in all aspects of the Strategy.

Environmental Significance:

As certain areas of Barkley Sound are particularly significant or sensitive from a biological, recreational, historical or cultural perspective, these areas will receive a high degree of protection from development.

Development Suitability

Land and resource development will occur in the Barkley Sound such that development is directed to sites where it is physically and environmentally suited and compatible with the surrounding uses and landscape character.

Community Involvement

Public consultation and involvement in the planning of land use and the management of resources and environmental quality are a central component in the preparation and implementation of the Strategy.

Section 2.4 Major Issues and Concerns of the Public

Maintaining the natural character of Barkley Sound

The natural, relatively undeveloped atmosphere of Barkley Sound is very important to almost all of the community members who provided input to the study. People feel that an important objective of the strategy should be to maintain this character. Many workshop participants commented that Barkley Sound is a special place and requires special management efforts. This would involve identification and protection of environmentally sensitive areas, maintenance of water quality, controls on commercial and recreational development and management of the visual landscape of Barkley Sound.

Section 3.6.5 Port Industrial Uses

Future development of port and industrial uses should concentrate on the Port Alberni area...

This is only a quick review of some of the most relevant language.

Regards,
Keith



January 9, 2013

Mr. Zoran Knezevic, CEO / Port Manager
Port Alberni Port Authority
2750 Harbour Road
Port Alberni, BC, V9Y 7X2

Dear Zoran:

Re: Container Trans Shipment Short Sea Shipping Terminal Support

On behalf of the Alberni-Clayoquot Regional District (ACRD) I offer you our support towards the Port Alberni Port Authority's initiative to develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet.

The entire Regional District that includes Bamfield, Port Alberni, Tofino, Ucluelet and points in between once thrived from the economic activities of our area's natural resources, primarily forest-related products. It was that industry's products such as pulp, paper, plywood and finished lumber that once kept the port's shipping terminals extremely active and our communities prosperous. Unfortunately, the structural changes in the forest industry throughout Coastal British Columbia have seen significant declines in this economic activity in Port Alberni; especially. As a result, the Port Authority's shipments have dramatically decreased with the vast majority of products shipped being raw logs.

However, the ACRD is a creative, dynamic and resilient region. Everyone is working together to diversify our economy while exploring modern opportunities to capitalize on our traditional strengths. The Port Authority is a leader in this effort through its initiative to develop a Container Trans Shipment Short Sea Shipping Terminal in the Alberni Inlet. During construction this project would create thousands of jobs, similar in number to those projected for the proposed Terminal 2 at Roberts Bank. These jobs are much needed jobs for our area trades people and youth currently being trained in the trades who are otherwise leaving the region and province for jobs in Alberta. Operations of such a terminal would maintain hundreds of other highly skilled, technical trades and management jobs. The spin offs of such jobs and economic output would be significant. For a community like Port Alberni, in particular, and the impacts that would be felt throughout the region such outcomes are all the more valuable. We look forward to doing all we can to support the Port Authority achieve this goal as not only those we directly represent will benefit but the entire community, region, province and country.

Please feel free to forward this letter to any individual or organization as a symbol of the community's support for this project.

Sincerely,

Cindy Solda, Chair
Alberni-Clayoquot Regional District

REQUEST FOR DECISION

To: Board of Directors ACRD

From: Russell Dyson, CAO

Meeting Date: November 23, 2016

Subject: Floods 2016

Recommendation:

THAT the Board of Directors request the Provincial and Federal governments in consideration of the Somass Watershed: consult with the local communities, share information with respect to anticipated flood events and investigate options for mitigation of flooding.

THAT the Board of Directors write to the Ministry of Transportation and Infrastructure to thank them for their preparation and actions to manage traffic on Highway Four and ask for consideration of improvements to avoid traffic disruptions along the Highway in similar flood events.

Desired Outcome:

That the Board of Directors respond to the recent flooding events with letters to the appropriate senior levels of government to request consideration of mitigation and communication.

Summary:

In the last three years, flooding within the Somass watershed has resulted in the activation of emergency response in each year with property damage, evacuations and disruption to transportation being experienced throughout the Alberni Valley and by the Tseshaht First Nation in particular.

This has impacted the Regional Districts service delivery as staff and resources are reallocated to deal with the situations by providing assessment, reporting, preplanning, communications and logistical support.

Extensive flooding has been experienced in Beaver Creek in proximity to Ferguson and McKenzie Roads, within the Tseshaht First Nation, McCoy Lake and on Sproat Lake. It appears that this is the “new norm”. The events could have been worse if significant snow melt had been involved, fortunately in each circumstance the heavy rains were experienced

without snow on the ground.

The background section of this report identifies a number of actions – mostly for the Emergency Program Coordinator (EPC) to address. However, there are two recommendations for the consideration of the Board of Directors (#6).

The Regional District has received information and comment from Sproat Lake residents requesting that something be done to lower Sproat Lake levels (rock work within the river or removing an artificial weir). Ongoing problems around McCoy Lake are impacting agricultural operations as a result of beaver dams restricting outflow. Any action requires a comprehensive look at the watershed, by qualified expertise. It is suggested that the Board ask both the federal and provincial governments – through their respective departments to investigate this matter with consultation of local residents and businesses.

Previously the Regional District had requested that improvements be made to river forecasting – following the 2014 event. Improvements have been made as the Somass water levels are now part of regular briefings during these events.

Finally, Highway Four at Watty’s Hill is prone to inundation which eventually requires a detour increasing travel length by 15 – 20 minutes. This year miscommunication that the highway was “closed” vs “detoured” created problems, in particular traffic to the West Coast. This problem in communication and messaging has been addressed. It should be recognized that the Ministry did a good job of preparing and managing the traffic. It is suggested that the Ministry be thanked for this effort and asked to look into a fix to prevent the detour of traffic during these flooding events.

Background:

The following is a summary of the review of the 2016 event from the emergency operations perspective. There are a number of internal improvements to be made. But the issue of engaging senior governments to look at the bigger picture requires action by the Board of Directors.

1. *Organize a meeting of emergency coordinators within the Alberni Valley (ACRD, Tseshaht and Hupacasath) to discuss (EPC):*
 - a. *Emergency Social Services delivery including capacity and options for coordinating and sharing resources.*
 - b. *Liaison during events between respective EOC’s and the relevant first responders.*
2. *Review the ACRD non office hours’ phone messaging and options to provide to the public to report non-life threatening circumstances (EPC).*
3. *Review with EMBC and other local governments the role of regional districts for emergency services not provided by first responders or beyond the capacity of first responders (EPC).*

4. *Develop a plan for staffing and resourcing the EOC to better plan and prepare for possible scenarios from start to finish (CAO).*
5. *Implement the connect rocket program for EOC callouts, to replace the pager system (EPC).*
6. *Recommend that the Board of Directors write to:*
 - a. *Senior governments to request a review of the Somass watershed, to include community consultation and options for mitigation.*
 - b. *The Ministry of Transportation and Infrastructure to thank them for their preparation and actions to manage traffic on Highway four and ask for consideration of mitigation to avoid traffic disruptions along the highway in similar flood events.*

Time Requirements – Staff & Elected Officials:

Significant time is consumed to respond to emergency events. It requires the reallocation of staff from other projects, which impacts the capacity of the organization. Directors of the effected areas can be inundated with public comment. This is the case in 2016 with the Area Director for Sproat Lake who also requested that the Board take this initiative.

Financial:

Modest to take action as recommended. If the work proceeds the Regional Districts role will be to coordinate public consultation and share relevant information.

Policy or Legislation:

N/A



Submitted by: _____

Russell Dyson, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, Telephone (250) 720-2700 Fax (250) 723-1327
CANADA V9Y 2E3

Development Variance Application

DATE: November 14, 2016

ACRD FILE NO.: DVE16011

APPLICANTS: William & Jolene Watt

LEGAL DESCRIPTION: LOT 2, DISTRICT LOT 22, ALBERNI DISTRICT, PLAN 12406

LOCATION: 5855 Saunders Rd North

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: To increase the maximum height of an accessory building from 20 feet to 25 feet to allow for the construction of a proposed shop/garage.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVE16011.

Development Variance DVE16011:

- i. Development variance DVE16011 is to consider issuing a development variance of Section 6.5.2 (c) (i) to vary the maximum height for an accessory building in the Small Holdings (A1) District from 20 feet to 25 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 2.54 acre in size with a single family dwelling. The front third of the property is mostly cleared with the remaining property being forested with coniferous trees. The property is fronted by Saunders Rd North and has residential dwellings on either side of this property, to the North and South.

DVE16011

Members: City of Port Alberni, District of Ucluelet, District of Tofino,
Yuułuʔiłʔatḥ Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** The property is located within the Beaver Creek Water Service Area.
- c. **Fire Protection:** Beaver Creek Volunteer Fire Department.
- d. **Access:** The property is accessed from Saunders Road North.

iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Beaver Creek Official Community Plan designates this property “Residential Use”. There are no Development Permit Areas that impact this development.

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

- c. **Zoning:** The property is split zoned Small Holdings District (A1) & Rural (A2) District, however the proposed development only occurs in the Small Holding District (A1).

Small Holdings (A1) District requires:	
Minimum Lot Area:	2 acres
Minimum Lot Width:	165 feet
Lot Coverage:	-
Minimum Setbacks (single family dwelling)	
Front:	25 feet
Rear:	30 feet
Side:	5 feet
Maximum height:	35 feet
Minimum Setbacks (accessory building)	
Front:	25 feet
Rear:	15 feet
Side:	15 feet
Maximum height:	20 feet

The proposed height of the accessory building is 25 feet (measured from the average natural grade to mid-truss). Approval of this development variance for height will allow for the addition of a second storey on the not yet constructed accessory building.

DVE16011

Comments:

A building permit was issued in January 2014 for a single level garage measuring 13 feet in height and 40 feet by 60 feet. The property owners did not build the accessory building and have since modified their plans to add a second storey for storage purposes. The addition of second storey will increase the height of the accessory building to 25 feet (mid truss) therefore requiring a variance.

Planning and building inspection staff have previously confirmed that the proposed accessory building is outside of the Development Permit Area "Riparian Areas Protection" area therefore a Development Permit is not required.

The proposed construction is not anticipated to negatively affect the adjacent property owners viewscape. The property owners will be required to apply for a new building permit to allow the construction of the accessory building.

Planning staff feels this development variance is reasonable and recommends that the Board proceed with this variance application.

Submitted by:

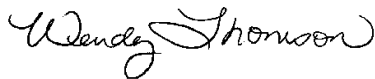


 Heather Adair, Planner

Reviewed by:



 Mike Irg MCIP RPP, Manager of Planning & Development

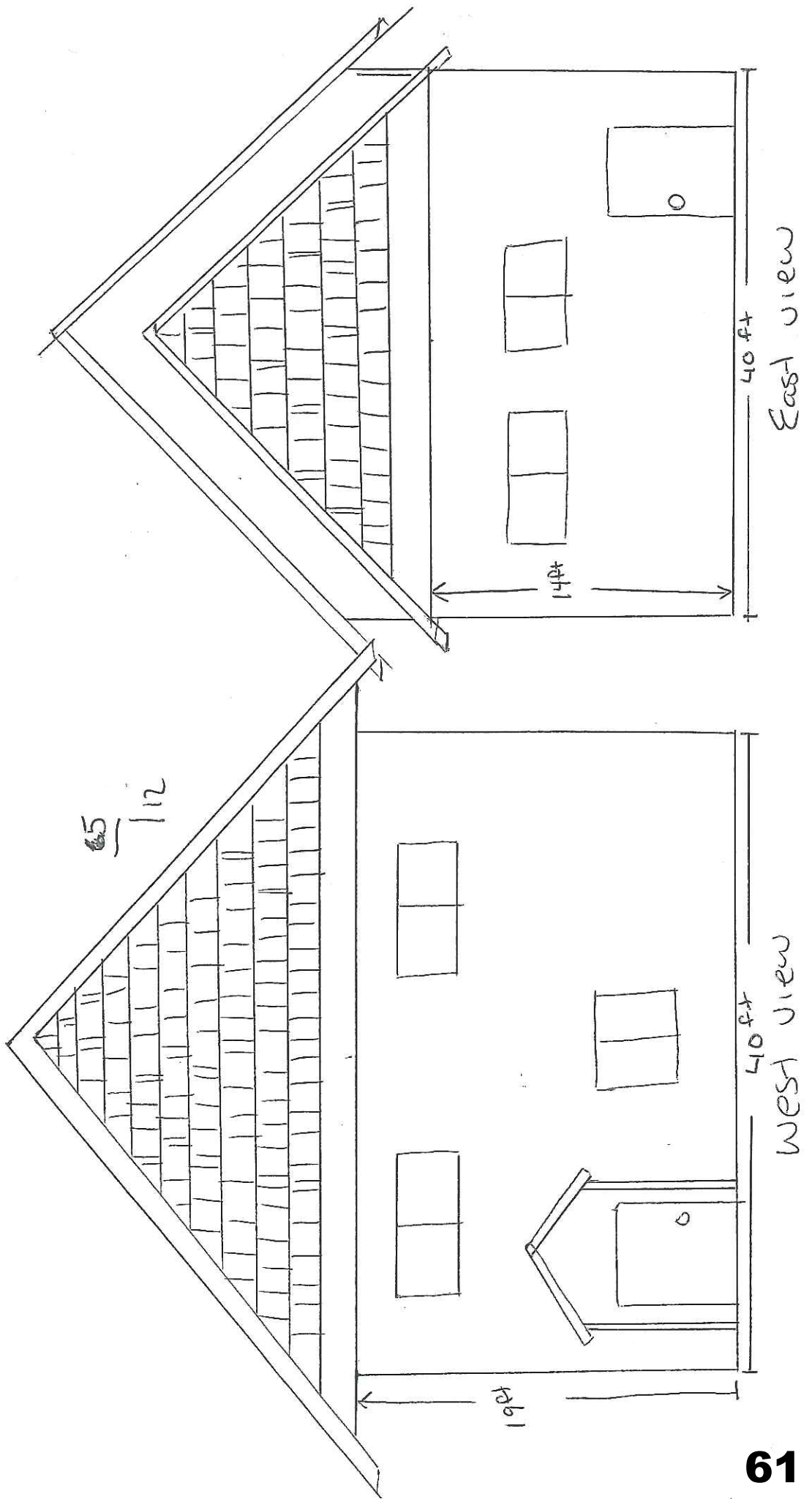


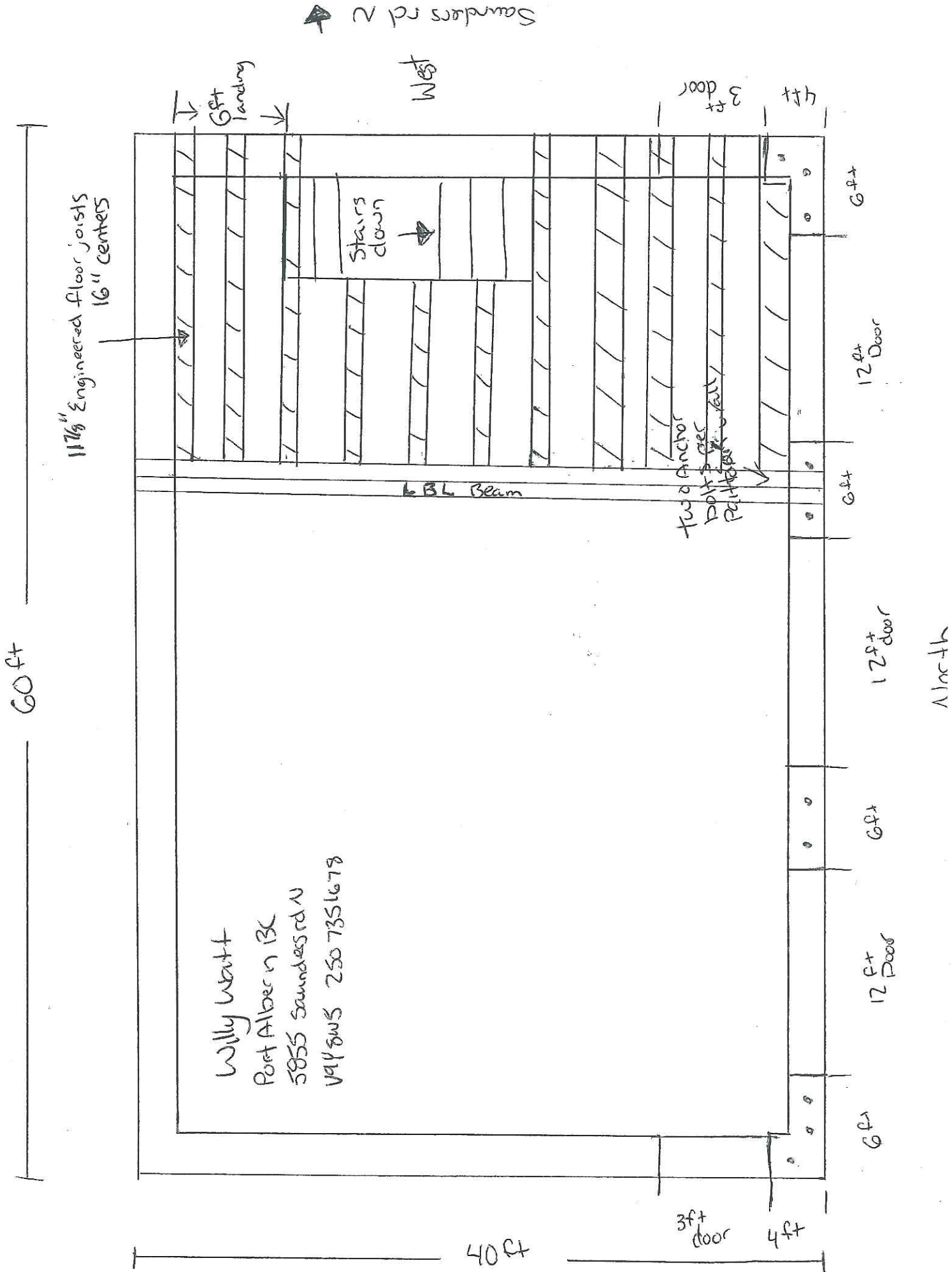
 Wendy Thomson, Manager of Administrative Services
DVE16011

Members: City of Port Alberni, District of Ucluelet, District of Tofino,

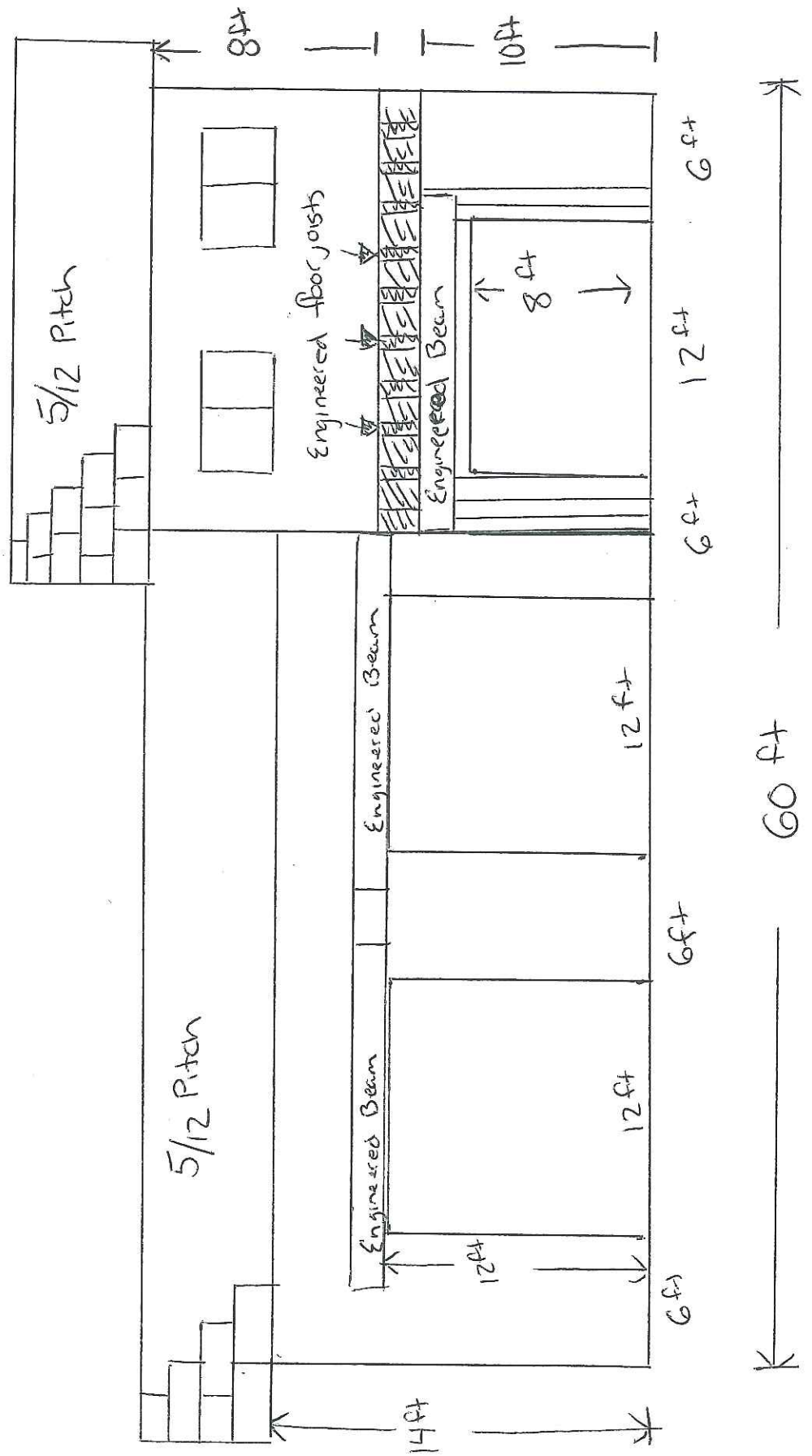
Yuułu?it?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation

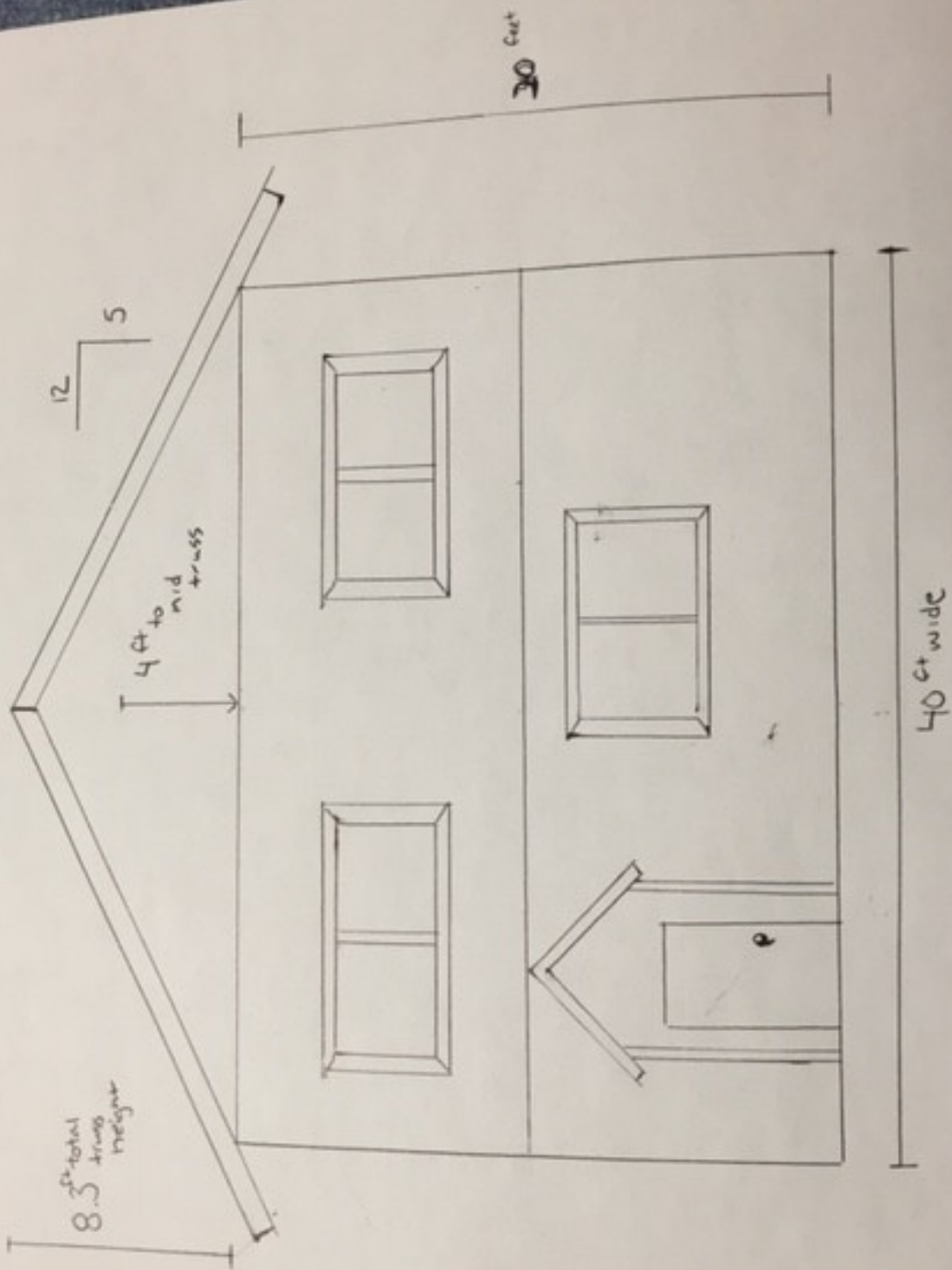
Willy watt
585 S Saunders rd N
Port Alberni BC
V9Y 8W5 250 7351678

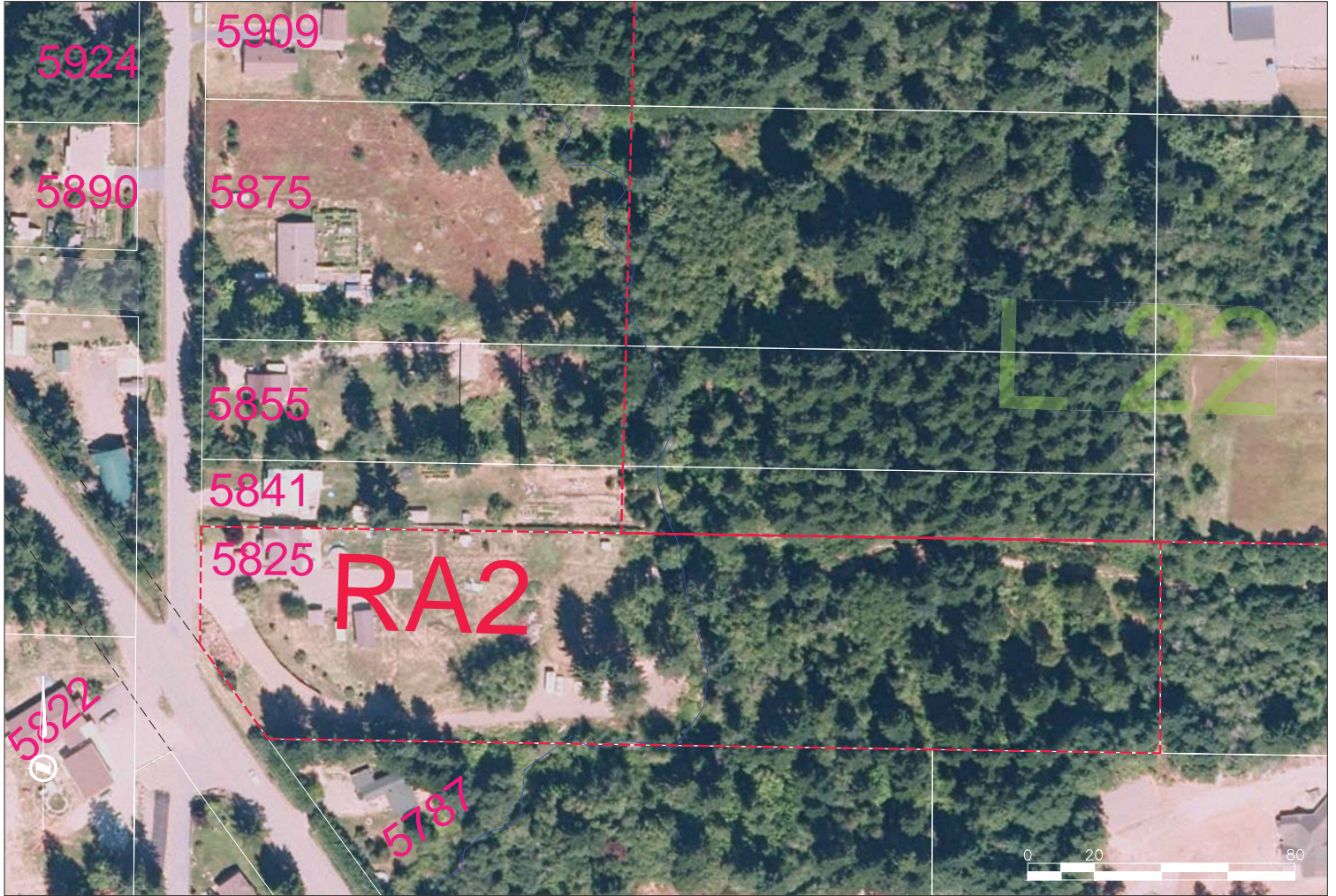


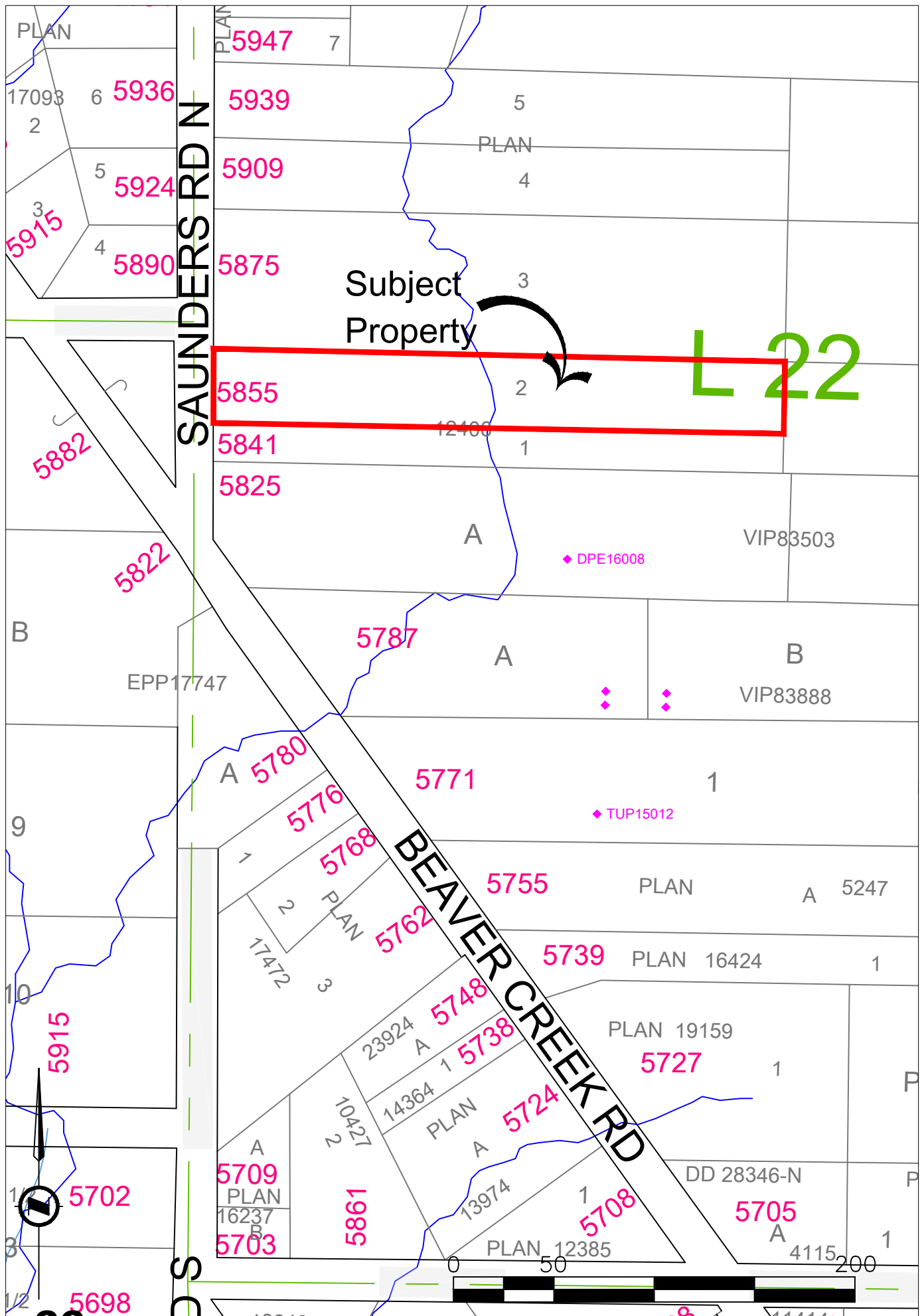


Willy Watt
 5855 Sanders rd N
 Port Alberni BC
 V99 8W5 250 7351678











ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, 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: November 8, 2016

FROM: Mike Irg, Manager of Planning and Development

Rezoning Application: RE16006

Owner: Jacob and Mitzi Colyn

Legal Description: LOT 12, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921, EXCEPT THAT PART IN PLAN 12570

Address and Location: 5633 Strick Road

Electoral Areas: "E" Beaver Creek

Recommendation:

The following are recommendations of the staff report:

- THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1350 be read a first time.
- THAT the public hearing for Bylaw P1350 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.
- THAT the Board of Directors confirm that adoption of Bylaw P1350 is subject to:
 - i. Meeting technical referral agency requirements.

Applicant's Intention: The applicant is applying to rezone the subject property from Rural (A2) District to Acreage Residential (RA2) District in order to facilitate a two lot subdivision.

Observations:

- i) **Status of Property:** The subject property is 1.822 hectares (approximately 4.5 acres), with one single family dwelling and two large green houses. The remainder of the property is predominantly cleared.

RE16006

ii) **Services**

- a) **Sewage Disposal:** One on-site sewage disposal.
- b) **Water Supply:** Within the Beaver Creek Water Service area.
- c) **Fire Protection:** The property is within the Beaver Creek Fire Protection area.
- d) **Access:** The access if from Strick 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 Use” with a permitted minimum parcel size of 0.24 hectares.

A portion of the property is within Development Permit Area (DPA) II –Protection from Natural Hazards in the Beaver Creek OCP as this property is within the tsunami inundation zone. At the time of subdivision, prior to final approval, the applicant will be required to hire a Qualified Environmental Professional to prepare a report detailing site conditions and describing any measures that must be taken.

Zoning:

Zoning Bulk and Site Regulations		
	A2 District	RA2 District
Minimum Lot Area:	5 acres	1 acres
Minimum Lot Width:	330 feet	120 feet
Lot Coverage:	-	25%
Minimum Setbacks		
Front:	50 feet	40 feet
Rear:	30 feet	33 feet
Side:	15 feet	12 feet

The applicant intends to rezone the property to allow for a two lot subdivision. Rezoning the property to Acreage Residential (RA2) District will allow the flexibility of creating a new lot with a one-acre minimum lot size. The applicant will need to confirm that the existing house conforms to the setbacks of the proposed RA2 zone.

Comments:

The current Beaver Creek OCP designation is “Residential Use” with a minimum parcel size of .24 hectares (0.6 acres). Staff supports this specific application as it provides infill development and is within the Beaver Creek Water System service area. In addition, the use would be limited to residential with an ADU (accessory dwelling unit) permitted on the larger, one acre plus, lot.

While the Beaver Creek OCP supports the proposed rezoning, there are technical issues that need to be addressed, specifically access to the proposed new lot, a development permit for protection natural hazards is required prior to any subdivision. The change in zoning means that the green houses would be considered accessory buildings. In RA2 District accessory buildings cannot exceed 5% of the lot area and this requirement

is not something that can be varied. There is an unopened road allowance to the north east of the property that could be used for access.

While the applicant is proposing two lots, there is the potential to create 4 lots under the proposed RA2 zoning.

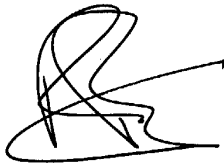
Staff is supportive of the rezoning application.

Submitted by:



Mike Irg, MCIP, RPP
Manager of Planning and Development

Reviewed by:



Russell Dyson, CAO

Jacob Colyn

5633 Strick Road Port Alberni

Portion to sub divide

118 by approx ~~300~~ 380 ft

Current house size 54 X59 ft

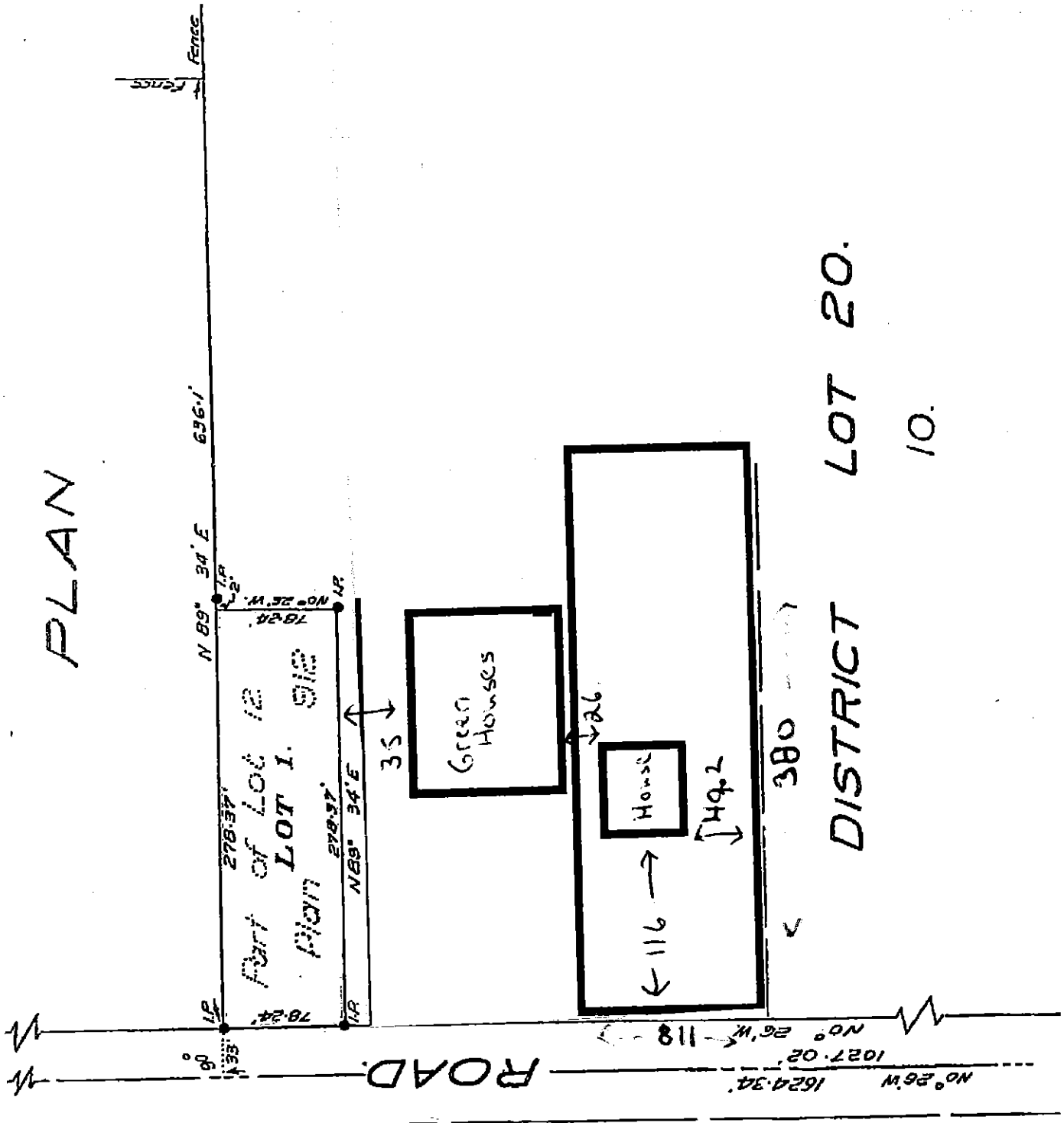
Distance from Strick road to front of house 116 ft

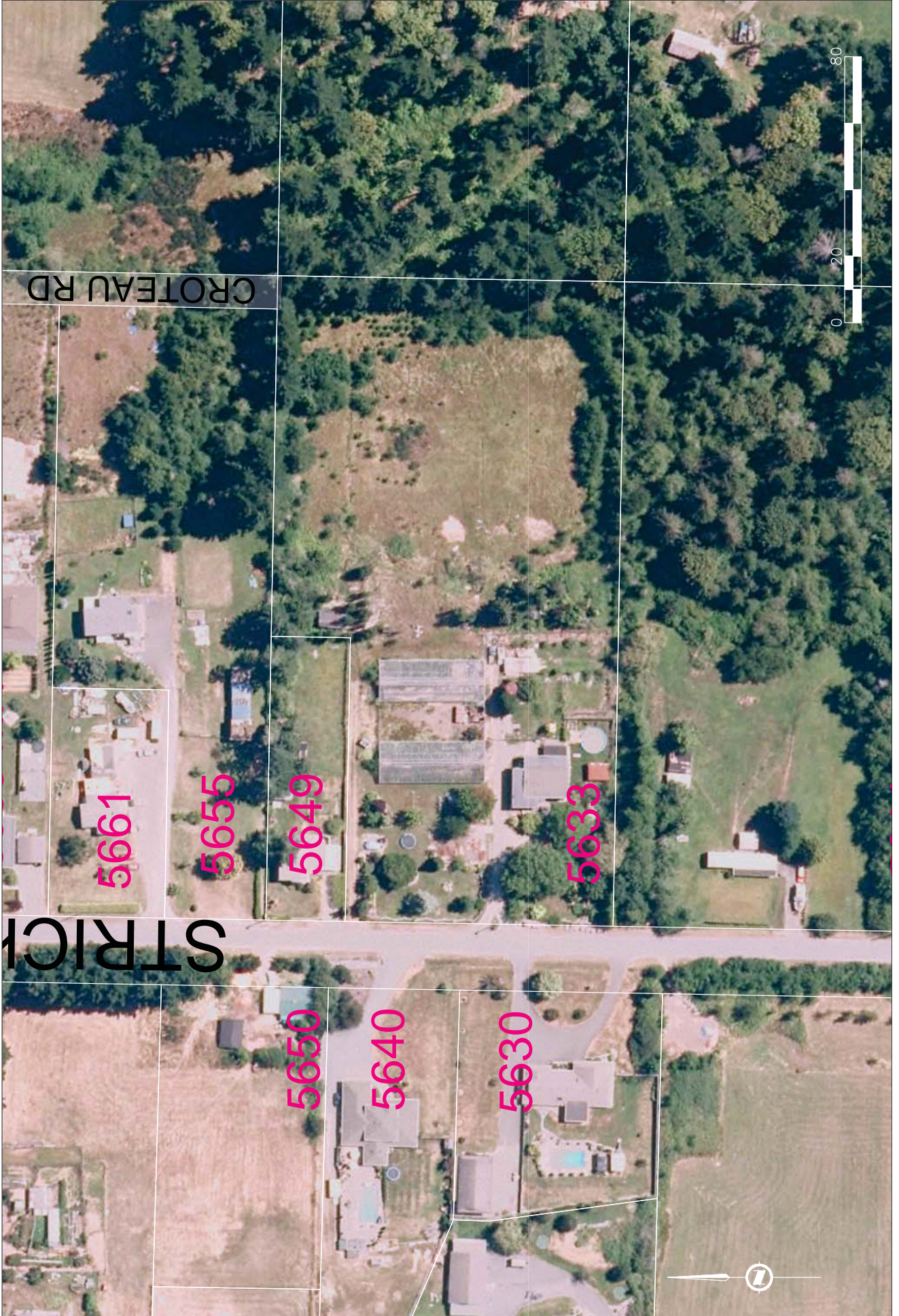
Distance from lot 10 to south side of house approx 49 ft

Distance between main house and existing out buildings (Green Houses) 26 ft

Distance from Greenhouses to lot 1 approx 35 ft

PLAN





CROTEAU RD

5661

5655

5649

5633

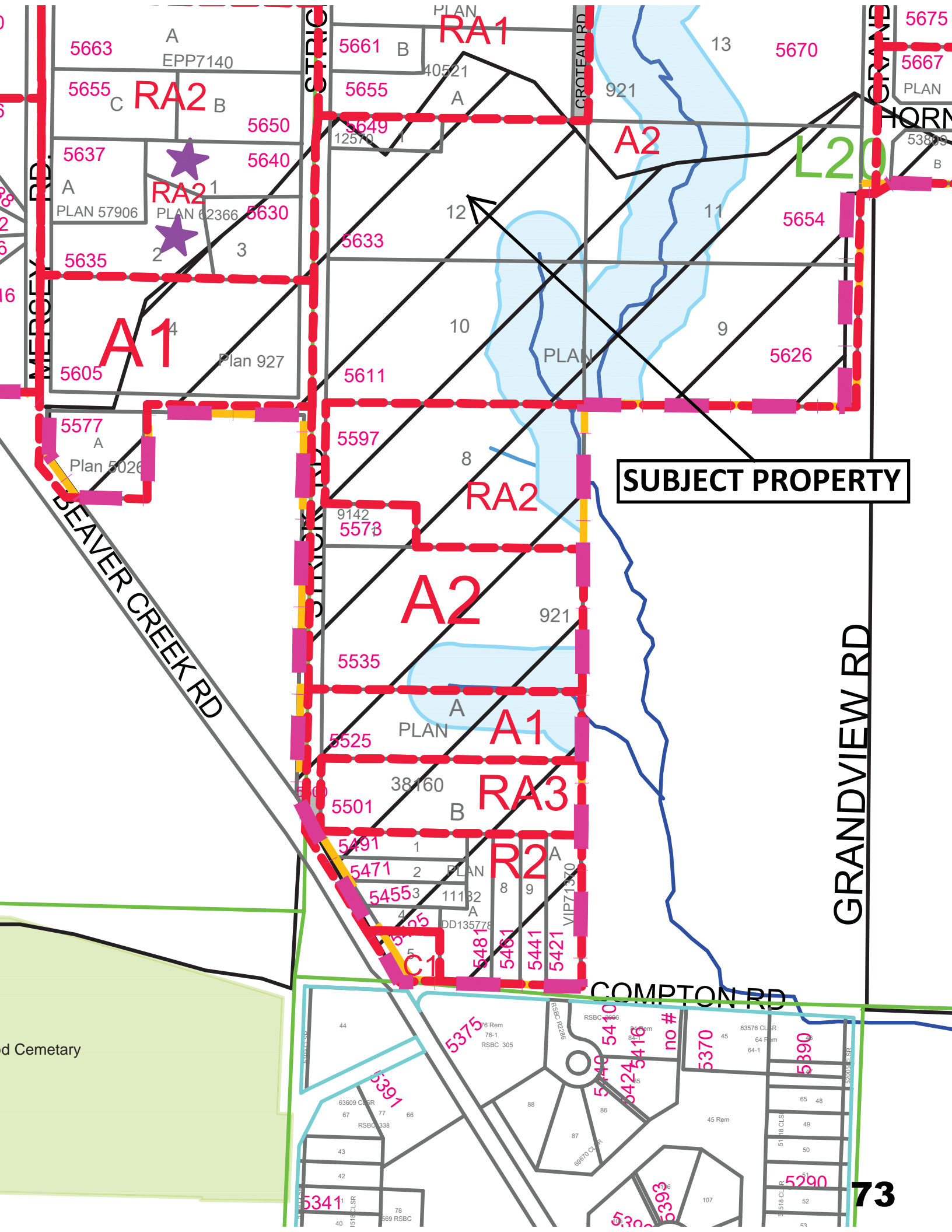
STRIK

5650

5640

5630





SUBJECT PROPERTY

GRANDVIEW RD

COMPTON RD

BEAVER CREEK RD

RA2

RA1

A2

L20

A1

RA2

A2

A1

RA3

R2

C1

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1350

OFFICIAL ZONING ATLAS AMENDMENT NO. 691

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 464, 465, 470 and 479 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. P1350.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 12, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921, EXCEPT THAT PART IN PLAN 12570 from Rural (A2) 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 xxx day of xxx, 2016
Public Hearing held this xxx day of xxx, 2017
Read a second time this xxx day of xxx, 2017
Read a third time this xxx day of xxx, 2017

Adopted this xxx day of xxx, 2017

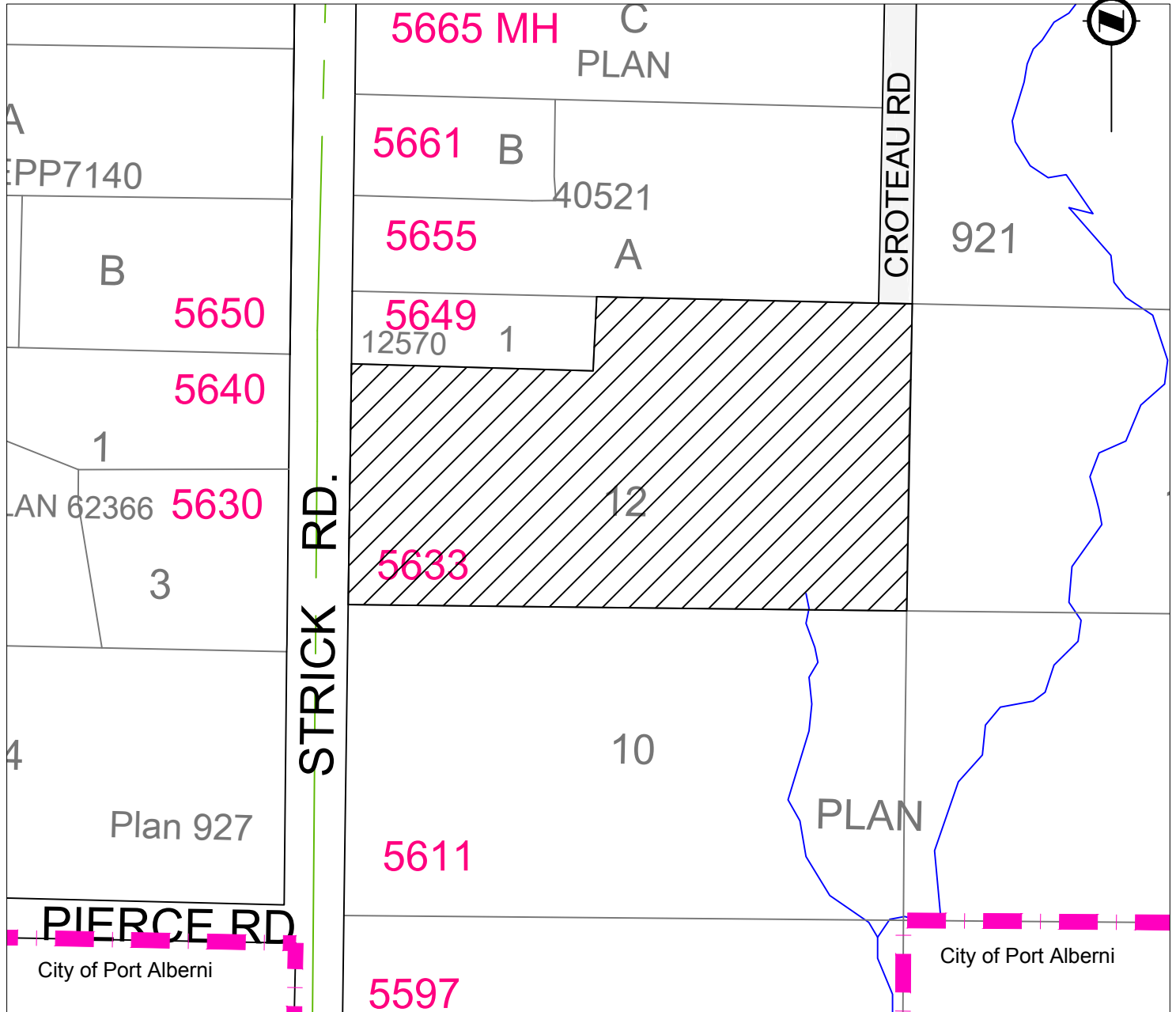
Russell Dyson, CAO

Chair of the Regional Board

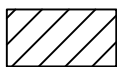
RE16006

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1350



Legal Description: LOT 12, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921, EXCEPT THAT PART IN PLAN 12570



To be rezoned from Rural (A2) District to Acreage Residential (RA2) District



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y
2E3

Telephone (250) 720-2700 Fax (250) 723-
1327

Development Variance Application

DATE: November 10, 2016

ACRD FILE NO.: DVF16012

APPLICANTS: Steven Brown

LEGAL DESCRIPTION: LOT A, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 30975

LOCATION: 3745 Mountain View Road

ELECTORAL AREA: "F" Cherry Creek

APPLICANT'S INTENTION: To vary the permitted front yard setback from 49.2 feet to 6 feet and to vary the side yard setback from 16.4 feet to 6 feet to accommodate the existing single family dwelling.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVF16012.

Development Variance DVF16012:

- i. Development variance of Section 200 – Schedule II Bulk and Site Regulations of the ACRD Zoning Bylaw No. 15 to vary the required front yard setback from 49.2 feet to 6 feet and to vary the required side yard setback from 16.4 feet to 6 feet to accommodate the existing single family dwelling.

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 1.918 acre property is partially treed on north portion of the lot. There is

DVF16012

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

a small house on the south west portion of the property.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal
- b. **Water Supply:** Cherry Creek Waterworks District.
- c. **Fire Protection:** Cherry Creek Volunteer Fire Department.
- d. **Access:** The property is accessed via Mountain View Road.

iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Cherry Creek OCP designates the property as residential.

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

- c. **Zoning:** The property is in the process of being rezoned to Acreage Residential (RA3) District which permits one single family dwelling and accessory uses.

	Proposed RA3
Minimum Lot Area:	0.6 acre
Minimum Lot Width:	98.4 feet
Lot Coverage:	15%
Maximum Building Height	2 1/2 storeys and 35 feet
Minimum Building Setbacks	
Front:	49.2 feet
Rear:	32.8 feet
Side:	16.4 feet

The applicant has applied for a development variance permit to vary the required front yard setback from 49.2 feet to 6 feet and to vary the required side yard setback from 16.4 feet to 6 feet.

Comments:

The applicant has applied to vary the front yard setback and side yard setback to legalise the existing house on the property. This is the first step in the variance process and the applicant will be required to submit a site survey to confirm the set back variances requested. This variance application is a requirement of the rezoning application and would legalise the non-conforming setbacks for the existing house.

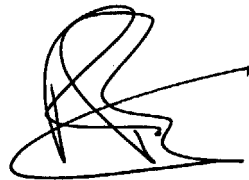
All neighbours within 100m of the property will be notified of the variance application as per Section 499 of the *Local Government Act*.

Staff recommends that the board proceed with the development variance.



Submitted by:

Mike Irg, Manager of Planning and Development



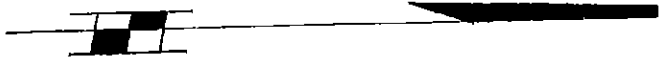
Reviewed by:

Russell Dyson, Chief Administrative Officer

Steve Brown 3745 Mountain View rd.

REQ/RECEIVED

31-10-2016



This plan lies within the Alberni-Clayoquot Regional District.

Approved under the Land Registry Act this

The corner of the house is 6ft from the property line

103

PLAN 16723

PLAN OF

PART OF

LOT

ROAD

N 3° 19' 40" E 442.80'

Area = 1.918 Acs.

482.18' N 0° 20' 10" E

B

Area = 2.011 Acs.

PARCEL "A" (DD 323260-1)

218.17'

0.13' IPWit

S 89° 20' 30" E 150.00'

AMID. 9

9

S 89° 17' 30" E 15000'

CHEI

PT.

TREVOR ROAD

79

13615

S 89° 14' 50" E 408.06'

ROAD

OIP 1/8 0.021' N 0.04' E

S 47° 02' 10" W 28.92'

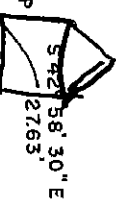
141.51'

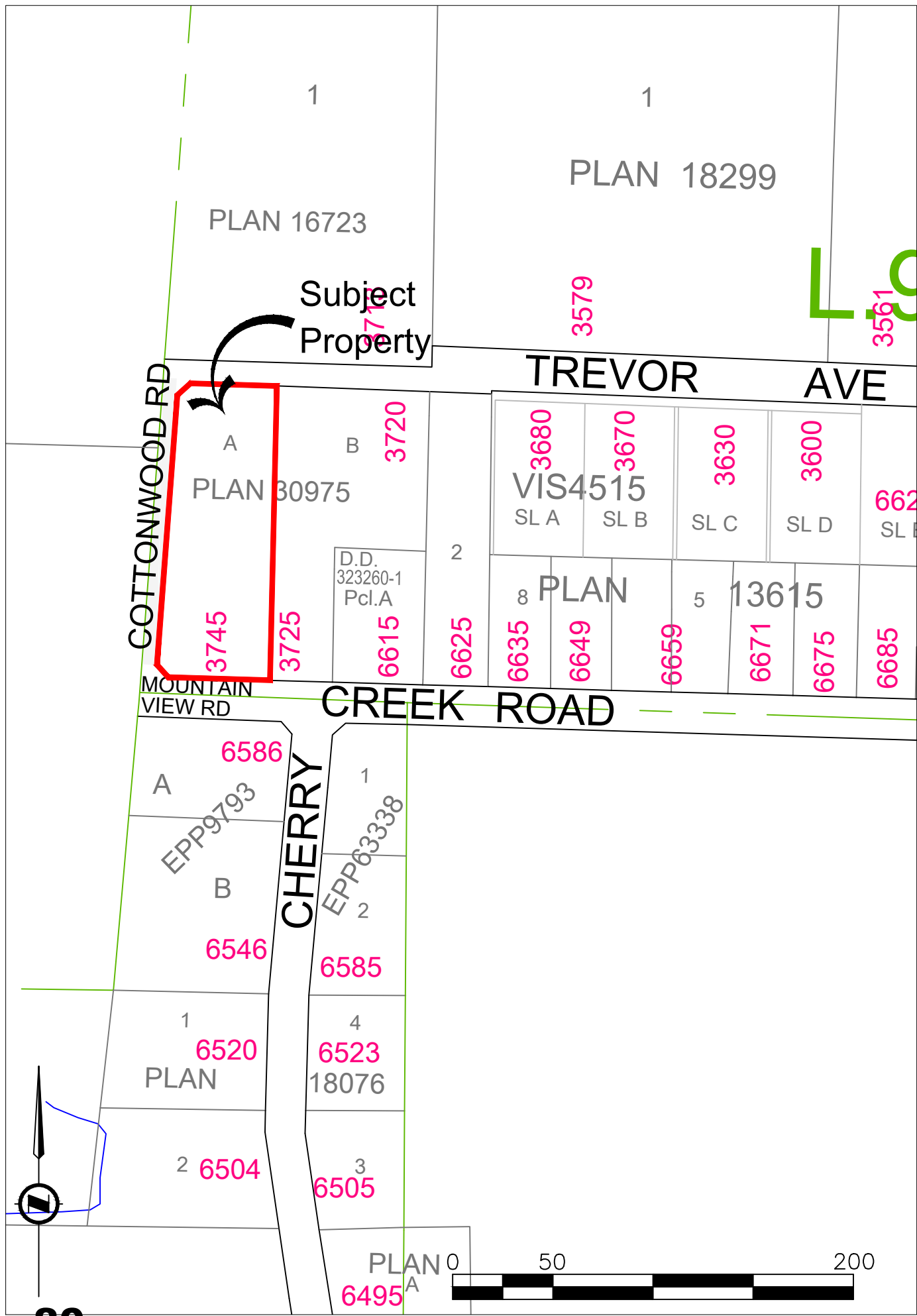
248.47'

OIP 33.04'

OIP 33.0'

1.89' OIP
53.00' IP
166.72' DEDICATED FOR ROAD





COTTONWOOD RD

TREVOR AVE

MOUNTAIN VIEW RD CREEK ROAD

CHERRY

1
PLAN 16723

1
PLAN 18299

Subject Property

A B
PLAN 30975

3680 SL A	3670 SL B	3630 SL C	3600 SL D	662 SL E
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D.D.
323260-1
Pcl.A

2

8	PLAN	5	13615	
6635	6649	6659	6671	6675
				6685

A
EPP9793

1
EPP63338

B
6546

2
6585

1
PLAN
6520

4
6523
18076

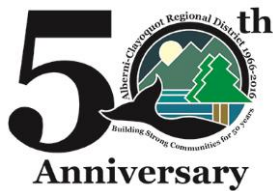
2
6504

3
6505

PLAN 0
6495^A



80



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Development Variance Application

DATE: November 9, 2016

ACRD FILE NO.: DVF16013

APPLICANTS: Richard & Cheri Newberry

LEGAL DESCRIPTION: LOT 2, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN EPP63338

LOCATION: LOT 2, EPP63338, Cherry Creek Rd

ELECTORAL AREA: "F" Cherry Creek

APPLICANT'S INTENTION: To vary the permitted front yard setback from 49.21 feet to 38 feet to accommodate the construction of a single family dwelling with attached garage.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVF16013.

Development Variance DVF16013:

- i. Development variance of Section 200 – Schedule II Bulk and Site Regulations of the ACRD Zoning Bylaw No. 15 to vary the required front yard setback from 49.21 feet to 38 feet to accommodate the construction of a single family dwelling with attached garage.

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 0.79 acre property is a vacant cleared lot with no structures on site. The property was recently subdivided off of the parent parcel to the north.

DVF16013

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

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal
- b. **Water Supply:** Cherry Creek Waterworks District.
- c. **Fire Protection:** Cherry Creek Volunteer Fire Department.
- d. **Access:** The property is accessed off Cherry Creek Rd.

iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Cherry Creek OCP designates the property as residential.

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

- c. **Zoning:** The property is zoned Acreage Residential (RA3) District which permits one single family dwelling and accessory uses.

Zoning Bulk and Site Regulations	Single Family Dwelling
Minimum Lot Area:	0.6 acres
Minimum Lot Width:	98.4 feet
Lot Coverage:	15%
Maximum Building Height	2 1/2 storeys and 32.8 feet
Minimum Building Setbacks	
Front:	49.21 feet
Rear:	32.8 feet
Side:	16.4 feet

The applicant has applied for a development variance permit to vary the required front yard setback from 49.21 feet to 38 feet to accommodate the construction of a single family dwelling with attached garage. The siting of the proposed single family dwelling and attached garage is shown on the attached site plan.

Comments:

The applicant has applied to vary the front yard setback to allow adequate space for the proposed single family dwelling and attached garage. All neighbours within 100m of the property will be notified of the variance application as per Section 499 of the *Local Government Act*.


The proposed development variance is reasonable and staff recommends that the board proceed with the development variance.

Submitted by: 

Heather Adair, Planner

Reviewed by: 

Mike Irg, Manager of Planning and Development



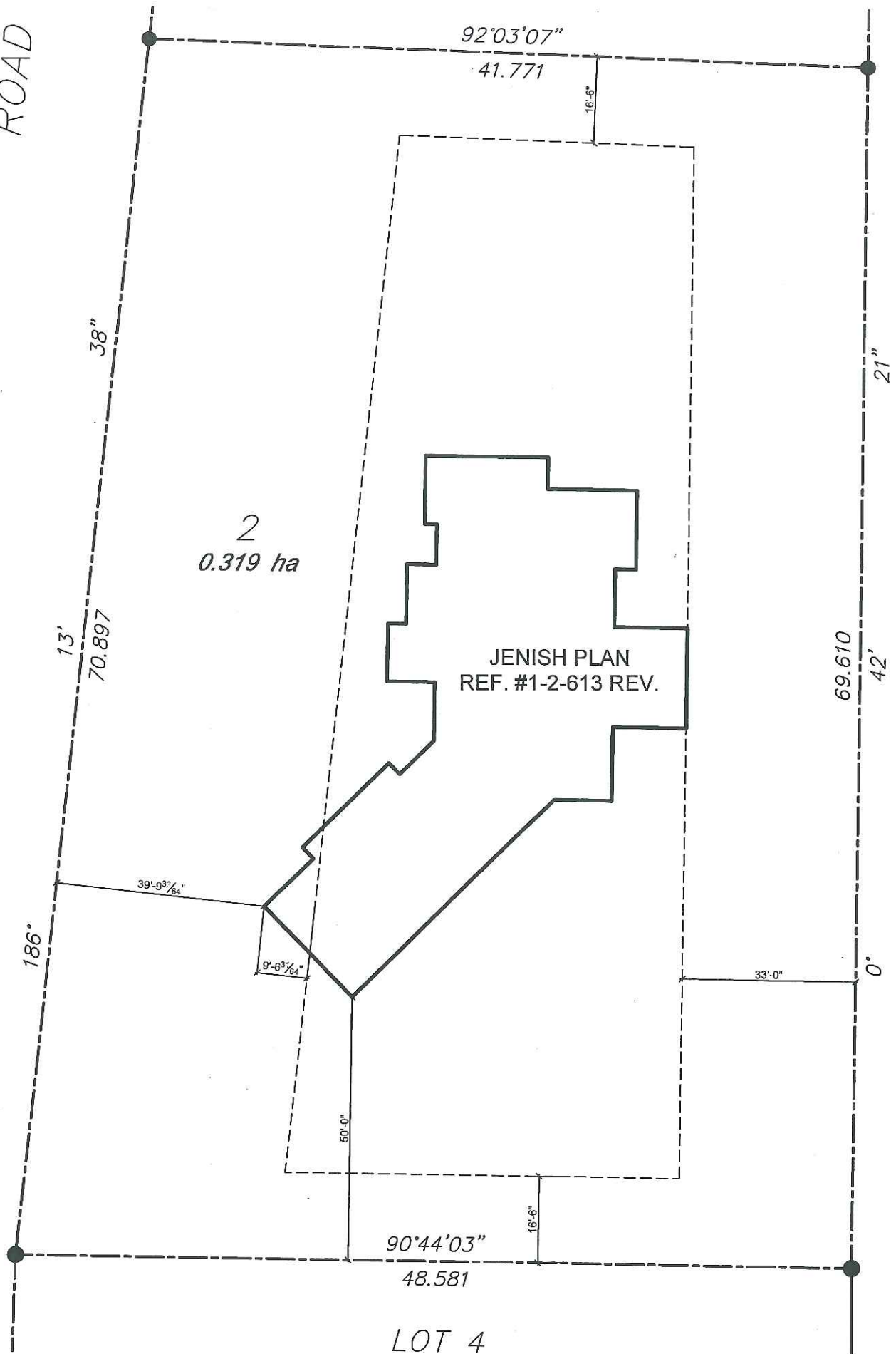
Wendy Thomson, Manager of Administrative Services

CHERRY

CREEK

ROAD

84



LOT 4



COTTON

PLAN 30975

VIS4515
SL A SL B

D.D.
323260-1
Pcl.A

2

8 PLAN

3745

3725

6615

6625

6635

6649

MOUNTAIN
VIEW RD

CREEK ROAD

6586

A

EPP9793

B

6546

6585

1

EPP63338

2

Subject
Property

1

6520

PLAN

4

6523

18076

1

7383

2

6504

3

6505

PLAN

6495^A

7

6494

PLAN 1901



VIP71603

6475

B

6449

ETONE RD

REQUEST FOR DECISION

To: Regional Board of Directors

From: Alex Dyer, Planner

Meeting Date: November 23, 2016

Subject: Islands Agriculture Show Sponsorship

Recommendation:

THAT the Board of Directors sponsor one exhibitor booth at the Islands Agriculture Show for \$575 to provide an opportunity for non-profit organizations in the Alberni Valley who engage in food security and agricultural initiatives.

THAT the Board of Directors sponsor up to \$2,000 for a Barkley Sound marine production tour to highlight coastal aquaculture and shellfish operations in conjunction with the Islands Agriculture Show.

Desired Outcome:

- 1) Sponsor one exhibitor booth at the Islands Agriculture Show for non-profit organizations in the Alberni Valley who engage in food security and agricultural initiatives.
- 2) Sponsor partial funding for a tour of Barkley Sound to highlight coastal aquaculture and shellfish organizations on Sunday, February 5th following the Islands Agriculture Show.

Summary:

There are a number of non-profit organizations in the Alberni Valley that have expressed interest in participating in the Islands Agriculture Show (IAS) trade show. Discussions with these groups have indicated that many do not have the funds to apply for a trade show booth on their own. The idea would be for the ACRD to sponsor a booth dedicated to any non-profit organization in the Alberni Valley that is engaged in food security and local agricultural initiatives. The cost for one trade show booth is \$575 for two days.

Participants could include the Alberni Valley Transition Towns Food Group, Alberni Farmers' Institute, local 4H clubs, ADSS beekeeping club, Alberni Fall Fair, Alberni Valley Gleaning Project and others to be identified by the Agricultural Development Committee. The Clayoquot

Biosphere Trust is sponsoring a booth where West Coast organizations are invited to participate in a similar manner.

The Ministry of Agriculture is organizing a panel discussion at the IAS with a focus on opportunities for marine production in coastal areas. The panel will consist of speakers from aquaculture and shellfish organizations and First Nations fisheries. The panel discussion will be advertised widely in provincial aquaculture and shellfish associations and it is expected that it will attract some high level interest to the region. To capitalize on the networking opportunity, the Ministry of Agriculture has suggested a tour of Barkley Sound on Sunday, February 5th following the panel discussion to see various operations. This could include oyster farms, kelp farms, seed farm operations and potential tenures. They anticipate potential for up to 30 tour participants.

The Ministry of Agriculture will be investigating funding opportunities within the Ministry which may be limited for marine production. Funds will be needed for a vessel, lunches, tours and a facilitator. A small fee could be charged for the trip to offset costs. Planning staff have suggested sponsoring partial funding of up to \$2,000 in order to facilitate the Barkley Sound tour. The potential to showcase local marine production in conjunction with the Islands Agriculture Show is a good opportunity for the community.

Background:

The 2017 Islands Agriculture Show (IAS) will be hosted in the Alberni Valley on February 3-4, 2017. The IAS was brought into being 5 years ago by the economic development organizations in the Cowichan, Comox and Alberni Valleys to support the agricultural sector on Vancouver Island (and the Gulf Islands). The IAS is the second largest agricultural show in BC with a vibrant tradeshow and dozens of conference sessions with industry experts sharing their knowledge over two days. The 2017 IAS in Port Alberni will be incorporating new ideas for the future of farming highlighting local solutions, small scale farming, aquaculture, wineries, cideries, breweries, cooperatives, local marketing and land leasing. A key component of the show is integrating west coast fisheries, shellfish, aquaculture and marine production into the agriculture trade show and conference.

Time Requirements – Staff & Elected Officials:

Minimal staff time required. The Agricultural Support Workers can help with facilitating the non-profit societies trade show booth and Barkley Sound marine production tour.

Financial:


Funding for the trade show booth sponsorship and Barkley Sound marine production tour is available in the Regional Planning budget.

Policy or Legislation:

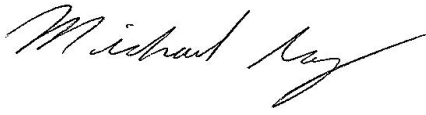
The Alberni Valley Agriculture Plan, adopted in 2011, sets out goals, objectives and action items to support agriculture and increase food security in the region.

Options Considered:

- 1) Planning staff to help facilitate involvement of non-profit organizations and marine production organizations without providing direct sponsorship.

Submitted by: 

Alex Dyer, Planner

Approved by: 

Mike Irg MCIP RPP, Manager of Planning and Development

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of November 17, 2016

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi-Purpose Bike Path in the future.	Russell	Yuułuʔiłʔatḥ to respond
2.	July 10/15 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	In Progress
3.	April 9/15 Recon. Comm.	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.	May 27/15 Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	Met Aug. 4, Ongoing TFN to report
5.	Sept. 16/15 AV & Bamfield Services Comm.	A 3-person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill.	Russell	Met with Chief Dick Aug.4 waiting response Sept. 2016
6.	March 22/16 EA Directors Comm.	Dialogue with the City of Port Alberni to discuss a possible future funding contribution from the Gas Tax Allocation for the Alberni Valley Regional Airport improvements.	Russell	Letter sent to the City of PA
7.	May 31/16 West Coast Comm.	Proceed with Phase 1 of the business plan for the proposed multiplex facility on the West Coast which includes the long term viability of the project and a pre-design plan for the proposed facility. Receive input on the process from the Tla-o-qui-aht First Nation, West Coast Multiplex Society and West Coast Committee.	Russell	In Progress
8.	May 31/16 West Coast Comm.	Investigate what other communities do for regional emergency planning including contractual arrangements and funding.	Russell	November 2016 With ECR Report
9.	June 22/16 Board	The Board requested staff review the implications of the Fire Safety Act regulations coming into effect.	Dan Holder	Reviewing
10.	August 24/16 Board	The Board authorized the implementation of a First Responder Program for Bamfield and Anacla.	Dan Holder/Wendy	In Progress
11.	Sept. 14/16 RHD	Staff investigate and report back to the Hospital Board on implications of entering into an arrangement with Mr. Joe Murphy for technical expertise for the Bamfield helipad.	Dan/Mark	In progress

#	Date	Action Item	Assigned to	Target Date/Update
12.	Oct. 26/16 Board	A special committee was formed for the purpose of bringing forward recommendations to the Board regarding the appointment of the Fire Chiefs and officers of the Regional Districts Fire Departments, the committee to consist of the Directors of Bamfield, Sproat Lake and Beaver Creek, the current Fire Chief and Deputy of each department and the Fire Services Coordinator	Dan/ Wendy	Coordinating first meeting
13.	Oct. 26/16 Board	Path Project Resolution – Include on next Board agenda with a report - resolution amended.	Russell	Nov. 23 Board Agenda
14.	Nov. 9/16 Board	The Board of Directors appointed Director Banton as Director and Director Jack as Alternate Director to the Vancouver Regional Library Board for 2017 – Advise VIRLB.	Wendy	In Progress
15.	Nov. 9/16 Board	The Board of Directors passed a resolution to forward a letter of support to Central West Coast Forest Society for their Ah'ta'apq Creek Habitat Restoration Project in Hot Springs Cove – Draft for Chair's signature and forward letter	Wendy	Done
16.	Nov. 9/16 Board	The Board of Directors passed a resolution to conduct a one-day strategic planning session on December 15, 2016 for the purpose of defining priorities for the five-year financial plan – Arrange session	Russell/ Wendy	Dec. 15 th 9:00-3:00, ACRD Boardroom
17.	Nov. 9/16 Board	The Board of Directors gave three readings to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016 to include Sproat Lake Provincial Park within the Fire Service Area – Submit Bylaw for consideration of adoption of the Board on November 23 rd	Wendy	Done
18.	Nov. 9/16 Board	The Board of Directors gave three readings to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016 to include the portion of road from Anacla to Bamfield in the Fire Service Area – Submit Bylaw for consideration of adoption of the Board on November 23 rd	Wendy	Done
19.	Nov. 9/16 Board	The Board of Directors received the Determination of Official Election Results as presented for the Bamfield Water System Treatment Plant Assent Voting held on November 5, 2016 and adopted Bylaw F1126, Bamfield Water System Treatment Plan Loan Authorization, 2016 – Prepare Bylaw for signatures (note 1 month quashing period)	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
20.	Nov. 9/16 Board	Arrange a meeting with Minister Stone, Ministry of Transportation and Infrastructure regarding the Horne Lake Connector Business Case Final Report, October 2016	Shelli	Arranging
21.	Nov. 9/16 Hospital Board	The ACRHD Board of Directors passed a resolution to forward a letter of support to the Alberni-Clayoquot Continuing Care Society for their proposal to provide 12 additional residential care beds at Fir Park Village and a secured dementia unit at Echo Village and further the ACRD will consider support from other qualified community applicants upon request to the Hospital District Board – Draft letter of support for Chair’s signature	Wendy	Done
Finance Department				
22.	March 9/16 Board	Create an Emergency Plan 5 year Budget in 2017	Teri	Nov. 23 Special Meeting
23.	Sept. 21/16 WC Committee	The WC Committee instructed staff to meet with the Long Beach Recreation Cooperative to discuss the lease at the Long Beach Airport and outstanding water fees.	Teri/Wendy Andrew	Arranging
24.	Oct. 26/16 Board	The Board of Directors adopted Bylaw F1127 “2017 Tax Exemption Bylaw” providing a tax exemption to the Alberni Valley Golf Club and Long Beach Recreation Cooperative in 2017 – Send copy of Bylaw to BC Assessment & advise golf clubs	Teri	Done
25.	Nov. 9/16 Hospital Board	The ACRHD Board of Directors passed a resolution to request a meeting between the Regional Hospital District Chair, Penny Cote, and Island Health representative, Dr. Wendy Johnsen, Medical Director, regarding the End of Life Program in our region – Arrange the meeting	Teri	Arranging
Environmental Services Department				
26.	May 11/11 AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
27.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners for signage.	Andrew	In Progress
28.	Oct. 10/12 Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni’s bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell/Andrew	Report to Board Dec. 9 th

#	Date	Action Item	Assigned to	Target Date/Update
29.	Sept. 9/15 Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting.	Andrew	In Progress
30.	March 16/16 Special Board	The Board of Directors directed staff to complete waste reduction strategies as presented in the March 16 th Report at a cost of \$95,000.	Andrew/ Janice	In Progress Report forthcoming
31.	April 13/16 Board	Work with the Huu-ay-aht First Nation and Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area.	Andrew	Met with stakeholders information provided
32.	May 11/16 Board	Invite Island Health, Island Timberlands, Huu-ay-aht First Nations and the Ministry of Forests, Land and Natural Resource Operations to a future meeting to discuss watershed management in the interests of water quality.	Andrew/ Heather	In Progress
33.	Sept. 14/16 Board	The Board of Directors directed staff to proceed with the tendering of the Northwest Road relocation as outlined in the September 14, 2016 report of the CAO, subject to approval to proceed from the Ministry of Forests, Lands and Natural Resource Operations.	Russell/ Mark	In Progress
34.	Sept. 21/16 WC Committee	The WC Committee recommends the ACRD Board include the purchase of 77 litre garbage containers up to a maximum of \$20,000 in 2017 for the West Coast Waste Service. Include in 2017 Budget.	Andrew/ Janice	Currently sourcing cans
35.	Sept. 21/16 WC Committee	The WC Committee recommends the ACRD Board amend “Bylaw No. R1021-4, Garbage and Recyclable Materials Collection Amendment, 2014” to include a charge of \$15 for recycling fees in 2017. Prepare RFD and amendment bylaw for consideration of the Board.	Andrew/ Janice	Prepare for Dec. 9 th Board meeting
36.	Sept. 21/16 WC Committee	The West Coast Committee directs staff to proceed with a Request for Proposals to lease a 2-acre section of land at the Long Beach Airport at the corner of Lysander and Airport Road. Draft RFD and amending bylaw for consideration by the ACRD Board.	Andrew/ Janice	In Progress
37.	Sept. 21/16 WC Committee	The WC Committee directs staff to proceed with Steller Management’s letter of intent for the development plan for Lots C & D at the Long Beach Airport.	Andrew/ Janice	In Progress
38.	Sept. 21/16 WC Committee	The WC Committee instruct staff to develop a strategy to move towards increasing lease rates to match the	Andrew	Report to Nov. 16 WCC

#	Date	Action Item	Assigned to	Target Date/Update
		market values developed by Pacific Rim appraisals with timelines of expiration of leases where possible.		
39.	Oct. 5/16 AV & Bamfield Services Committee	The Letter of Understanding – Suncoast Waste Services Bailing Incentive report.	Andrew/ Janice	Further information at Dec. 9 th Board Meeting
40.	Oct. 5/16 AV & Bamfield Services Committee	The AV and Bamfield Services Committee received the 3 rd Avenue Depot report and confirmed support for capital expenditures at the Depot to be completed within the \$160,000 budget in 2016 and allocate \$140,000 for further capital upgrades in the 2017-2021 Financial plan.	Andrew/ Janice	In Progress
41.	Oct. 12/16 Board	The Board approved entering into a lease agreement with the Alberni Valley Drag Race Association to lease 100' x 100' foot portion of land at the Alberni Valley Regional Airport for \$1,328 per year plus GST to store equipment required for the Alberni Valley Drag Races on a year to year basis – Enter into lease agreement.	Janice/ Mark	Awaiting signatures
42.	Oct. 12/16 Board	The ACRD Board passed a resolution to request the Air Quality Council to develop an education bulletin on effectively burning organic waste & the ACRD will distribute – Contact Air Quality Council.	Janice/ Andrew	AQQ Developing bulletin
43.	Nov. 9/16 Board	The Board passed a resolution to forward a letter of support to the City of Port Alberni for the City's Sewage Treatment Project application for the Canada-British Columbia Clean Water and Wastewater Fund – Draft Letter of Support for Chair's signature & forward to the City	Janice	Done
44.	Nov. 9/16 Board	The Board of Directors approved submitting an application to the Clean Water and Wastewater Fund to help fund a water treatment plant to address the high levels of Trihalomethanes (THMs) in the Bamfield Water System that currently exceed the Canadian Drinking Water Guidelines – Submit application	Andrew/ Janice	In Progress
45.	Nov. 9/16 Board	The Board of Directors passed a resolution to sign onto the British Columbia Climate Action Charter – Commence process to sign onto the Climate Action Charter	Andrew	In Progress
Planning Department				
46.	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	Public Hearing in January 2017

#	Date	Action Item	Assigned to	Target Date/Update
47.	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 & provide a recommendation, following consultation with the Society, on the role of the ACRD.	Mike	Contacted Hall Society – Society working on options
48.	May 27/15 EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing planning staff to re-designate major and minor streams within all electoral area official community plan areas.	Mike	Planning staff to review
49.	May 27/15 Board	The Board approved 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: <ol style="list-style-type: none"> 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 – Proceed with the project.	Luc	In progress
50.	May 27/15 Board	Work with West Coast Aquatic and bring back a recommendation to the Board on partnering with West Coast Aquatic in habitat restoration, protection and enhancement projects.	Mike	Complete Fall 2016
51.	April 13/16 Board	Review ACRD Fire Department recent truck repairs and investigate Fire Departments use of maintenance contract for light vehicles.	Luc	Investigating
52.	Oct. 5/16 EA Committee	The EA Committee directed staff to conduct public input sessions to garner community input into options for dealing with short term vacation rentals.	Mike	In Progress
53.	Oct. 12/16 Board	Send in papers nominating Battleship Island on Highway 4 for a new Stop of Interest Sign through the Ministry of Transportation and Infrastructure.	Mike	In Progress
54.	Oct. 12/16 Board	Draft a letter of support to Rogers Mobility to proceed with the proposed cell tower at Sproat Lake.	Alex	In Progress
55.	Oct. 12/16 Board	Invite wireless communication providers in the region to meet with the ACRD Board of Directors and provide an update on their plans in the region.	Alex	In Progress

Issued: November 17, 2016



Alberni-Clayoquot Regional District
Board of Directors Meeting Schedule
DECEMBER 2016

DATE	MEETING	TIME & LOCATION	ATTENDEES
Friday, December 9 th	Board of Directors Meeting	1:30 pm - Regional District Board Room	Directors, Staff
	Hospital District Meeting	Immediately Following Above	Directors, Staff
Thursday, December 15 th	Board of Directors Strategy Session	9:00 am – 3:00 pm Regional District Board Room	Directors, Staff

Issued: November 18, 2016

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
OCTOBER, 2016**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family									2	555,664			2	555,664
Mobile Homes									2	33,550			2	33,550
Multi-Family													0	0
Adds&Rens							1	127,246					1	127,246
Commercial													0	0
Institutional													0	0
Industrial											1	66,000	1	66,000
Miscellenaous							1	150,000	3	85,770			4	235,770
Totals	0	0	0	0	0	0	2	277,246	7	674,984	1	66,000	10	1,018,230

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
OCTOBER, 2016 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	1	313,285	3	946,880	8	3,303,970	7	2,061,345	4	1,158,849	23	7,784,329
Mobile Homes	0	0	0	0	0	0	3	157,716	5	197,940	0	0	8	355,656
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	3	451,897	2	295,000	1	60,000	6	806,897
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	1	66,000	1	66,000
Miscellenaous	1	20,713	0	0	0	0	16	495,836	11	342,662	6	163,369	34	1,022,580
Totals	1	20,713	1	313,285	3	946,880	30	4,409,419	25	2,896,947	12	1,448,218	72	10,035,462

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		4	1	1		6	35

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2015	76	6,368,780	89	8,577,170					
2014	65	6,085,200	73	7,121,200					
2013	71	7,476,551	81	8,208,948					
2012	81	7,852,682	92	9,011,700					
2011	111	8,678,998	120	9,221,498					
2010	137	20,809,024	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900