



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, FEBRUARY 22, 2017, 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 – February 8, 2017	7-15
<i>THAT the minutes of the Board of Directors meeting held on February 8, 2017 be adopted.</i>	
b. Committee-of-the-Whole Meeting – February 8, 2017	16-24
<i>THAT the minutes of the Committee-of-the-Whole meeting held on February 8, 2017 be adopted.</i>	
c. Long Beach Airport Advisory Committee Meeting – February 1, 2017	25-28
<i>THAT the minutes of the Long Beach Airport Advisory Committee meeting held on February 1, 2017 be adopted.</i>	
d. Beaver Creek Water Advisory Committee Meeting – February 14, 2017	29-30
<i>THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on February 14, 2017 be adopted.</i>	
e. Alberni Valley & Bamfield Services Committee Meeting – February 15, 2017	31-37
<i>THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on February 15, 2017 be adopted.</i>	

- f. **Electoral Area Directors Committee Meeting – February 15, 2017** **38-43**

THAT the minutes of the Electoral Area Directors Committee meeting held on February 15, 2017 be adopted.

5. **PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)**

- a. **Mr. Christopher Donison, Executive Artistic Director, Music by the Sea regarding Update and Usage of Grant Funds.**
- b. **Heather Shobe, Anna Lewis, Agricultural Support Workers regarding Update on Agricultural Plan Initiatives.**

6. **CORRESPONDENCE FOR ACTION**

7. **CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST** **44-45**
Huu-ay-aht Walking Trail to Connect Bamfield and Anacla, Promoting Aboriginal Tourism Opportunities
- b. **DISTRICT OF METCHOSIN TO ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES** **46**
Aboriginal Day
- c. **MR. RON LAPIN TO ISLAND TIMBERLANDS** **47**
Gate Closure on Cameron Connector to Arrowsmith
- d. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **48**
2016 Asset Management Planning Program (Asset Management Integration)
UBCM Membership **49-51**
- e. **WEST COAST ENVIRONMENTAL LAW** **52-54**
Open Letter to BC Local Governments

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

8. **REQUEST FOR DECISIONS & BYLAWS**

- a. **ADMINISTRATIVE MEMORANDUM** **55-56**
Audio System for Boardroom

(Board Direction Requested)

- b. **REQUEST FOR DECISION** **57-59**
Request from Zoran Knezevic, owner of DL 130 & DL 60, Lot 2 VIP64541 to attain road access to private land through the Alberni Valley Regional Airport land.

THAT the Board of Directors direct staff to enter into discussions with the owner of DL 130 & DL 60, Lot 2 VIP64541 to provide a road access agreement to his property in exchange for a height restriction covenant to be placed on the two sections of land within the Obstacle Limitation Surface of the Alberni Valley Regional Airport subject to:

- *the private land uses complying with the ACRD Zoning Bylaw and Agriculture Land Commission Act.*

c. REQUEST FOR DECISION 60-61
Review of Rates – Skydiving Operation at Long Beach Airport

THAT the ACRD Board of Directors instruct staff to investigate rates for skydiving businesses at other regional airports and provide the Long Beach Airport Committee to consider possible bylaw changes to the fees and charges at the Long Beach Airport to reflect a fee for skydiving operations for consideration by the Alberni-Clayoquot Regional District Board.

THAT the ACRD Board of Directors instruct staff to investigate lease options for the possible landing area and provide to the Long Beach Airport Advisory Committee for consideration and recommendation to the ACRD Board.

d. REQUEST FOR DECISION 62-79
Alberni Landfill Gas Generation Report

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Landfill – Landfill Gas Generation report and direct staff to implement solid waste diversion initiatives that reduce the creation of landfill gas for inclusion as identified in the report for inclusion in the 2017-2021 Financial Plan.

e. REQUEST FOR DECISION 80-81
Alberni Valley Landfill Operations Contract Amendment

THAT the Alberni-Clayoquot Regional District Board of Directors approve the following amendments to the Alberni Valley Landfill Operations Contract – October 1, 2014 to September 30, 2019:

- Amend Article 16 – Line of Credit – Agreement to allow for the use of a performance bond instead of a line of credit.*
- Remove Article 17 – Builders Liens– Agreement that currently requires a holdback.*

f. REQUEST FOR DECISION 82-88
Beaver Creek Community Club Funding Request
(referred from Feb.15/17 Electoral Area Directors Meeting)

(Board Direction Requested)

- g. **REQUEST FOR DECISION** **89-95**
1st Reading of the 2017-2021 Financial Plan
(Financial Plan attached separately)

THAT the Board of Directors give first reading to Bylaw cited as ‘Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan’.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RE16007, PELLETIER & CRAWFORD, 6770 BEAVER CREEK ROAD** **96-114**
(BEAVER CREEK)
Rezoning Application – Public Hearing Report, Public Hearing Minutes
and Bylaws P1346 and P1347

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

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

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

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

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

- b. **RE16006, COLYN, 5633 STRICK ROAD (BEAVER CREEK)** **115-116**
Rezoning Application – Bylaw P1350

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

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

9.2 ALL DIRECTORS

- a. **MISC17003, VICINITY OF ALBERNI VALLEY AIRPORT (SPROAT LAKE)** **117-123**

Miscellaneous Referral – Memorandum

*THAT the Board of Directors direct staff to provide a response to the Ministry of Forests, Lands and Natural Resource Operations stating that the proposed Land Act Section 17 Conditional Withdrawal for the purpose of Habitat Conservation for the Western Painted Turtle (*Chrysemys picta bellii*) not be supported due to the reasons outlined in this report.*

- b. **MISC17004, REGIONAL GROWTH STRATEGY AMENDMENT (REGIONAL DISTRICT OF NANAIMO)** **124**
Miscellaneous Referral – Memorandum

THAT the Board of Directors accept “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” which was amended January 24, 2017 and direct staff to respond that the Regional District’s interests are unaffected.

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – February 17, 2017 **125-130**
b. Meeting Schedule – March 2017 **131**
c. Building Inspector’s Report – January 2017 **132**

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

10.2 COMMITTEE REPORTS

- a. **Bamfield Water Committee Meeting– Monday, February 20, 2017**
K. Wyton (Verbal)

THAT this verbal report be received.

- b. **Parcel Tax Review Committee Meeting – Wednesday, February 22, 2017**
J. McNabb/P. Cote/K. Wyton (Verbal)

THAT this verbal report be received.

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb **133**
• 2017 NI 9-1-1- Adopted Budget
b. Vancouver Island Regional Library - L. Banton
c. Central West Coast Forest Society – T. Bennett

- d. Alberni Valley Chamber of Commerce – Jack McLeman
- e. Coastal Community Network – T. Bennett/D. St. Jacques
- f. West Island Woodlands Advisory Group –M. Kokura
- g. Island Coastal Economic Trust – J. Jack
- h. Air Quality Council, Port Alberni – K. Wyton
- i. West Coast Aquatic Board – T. Bennett/K. Wyton
- j. Association of Vancouver Island & Coastal Communities – P. Cote
- k. Beaver Creek Water Advisory Committee – J. McNabb
- l. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to:

- i. Labour relations or other employee relations.*

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

**Next Board of Directors Meeting: Wednesday, March 8, 2017, 1:30 pm
Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 8, 2017, 1:30 PM

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

DIRECTORS

PRESENT:

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
Josie Osborne, Vice-Chairperson, Mayor, District of Tofino
Keith Wyton, Director, Electoral Area "A" (Bamfield)
Mike Kokura, Director, Electoral Area "B" (Beaufort)
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
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
Alan McCarthy, Member of Legislature, Yuułuꞑiꞑath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Cote

SECONDED: Director Ruttan

THAT the agenda be approved as circulated with the addition of the following late items: Report from Director Cote - Island Agricultural Show and Art of Hosting Workshop.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – January 25, 2017

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the minutes of the Board of Directors meeting held on January 25, 2017 be adopted.

CARRIED

b. Committee-of-the-Whole Meeting – January 25, 2017

MOVED: Director Bennett
SECONDED: Director Banton

THAT the minutes of the Committee-of-the-Whole meeting held on January 25, 2017 be adopted.

CARRIED

c. West Coast Committee Meeting – January 26, 2017

MOVED: Director St. Jacques
SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee meeting held on January 26, 2017 be adopted.

CARRIED

d. West Coast Committee Financial Planning Meeting – February 1, 2017

MOVED: Director St. Jacques
SECONDED: Director Osborne

THAT the minutes of the West Coast Committee meeting held on February 1, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. ISLAND COASTAL ECONOMIC TRUST

- Island Coastal Region Posts Highest Full Time Employment Growth in BC
- b. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Resolutions Notice/Request for Submissions/Call for Nominations for AVICC Executive
 - c. **MINISTER OF FISHERIES AND OCEANS CANADA**
DFO Response and ACRD Letter re: First Nations Fishing Rights
 - d. **MINISTER OF AGRICULTURE**
Financial Assistance from the BC Government Francophone Affairs Program to Support Delivery of French Programs and Services
 - e. **MAAQUTUSIIS HAHOULTHEE STEWARDSHIP SOCIETY**
Press Release – Ahousaht First Nation Celebrates their Progress Towards a Land Use Vision that Prioritizes Sustainable Economic Development

Director Cootes entered the meeting at 1:33 pm

MOVED: Director Bennett
SECONDED: Director Ruttan

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 573.**

MOVED: Director Bennett
SECONDED: Director St. Jacques

THAT the Board of Directors approves Finance Warrant Number 573 in the amount of \$811,326.09 dated January 31, 2017.

CARRIED

- b. **Request for Decision regarding Regional Parks 2017-2021 Financial Plan.**

MOVED: Director Wyton
SECONDED: Director Bennett

THAT the Board of Directors review the Regional Parks proposed budget and approve to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

- c. **Request for Decision regarding E911 Emergency Telephone System 2017-2021 Financial Plan.**

MOVED: Director McNabb
SECONDED: Director Banton

THAT the Board of Directors review the E911 Emergency Telephone System proposed budget and approve to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

d. Request for Decision regarding General Government Services 2017-2021.

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Board of Directors review the General Government Service proposed budget and approve to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

e. Request for Decision regarding Regional Planning 2017-2021 Financial Plan.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors review the Regional Planning proposed budget and approve to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

f. Request for Decision regarding Proposed Service – West Coast Transit.

MOVED: Director Cote
SECONDED: Director Osborne

THAT the ACRD Board of Directors instruct staff to work with BC Transit on a feasibility study for a transit service between Tofino and Ucluelet and the funds be allocated through general government services in 2017 AND FURTHER the ACRD Board of Directors allocate 7 days of staff time from general government services in 2017 to explore with BC Transit options for a transit service between Tofino and Ucluelet.

CARRIED

g. Request for Decision regarding Parcel Tax Roll Review Panel.

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Board of Directors:

- 1. Set the date for the Parcel Tax Roll Review Panel sitting for **Wednesday, February 22, 2017, 11:30am** in the **Regional District Board Room**, located at 3008 Fifth Avenue, Port Alberni, BC;*
- 2. Appoint Directors McNabb, Wyton and Cote and Director Banton as Alternate to the Parcel Tax Roll Review Panel;*
- 3. Appoint Teri Fong, CPA, CGA, Manager of Finance for the ACRD as the Collector for 2017.*

CARRIED

h. Request for Decision regarding Participation in the FCM Community Infrastructure Partnership Program (CIPP).

(Deferred from January 25, 2017 Board of Directors Meeting)

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors agree to the participation in the FCM Community Infrastructure Partnership Project (CIPP) from January 31, 2017 to March 31, 2018, which includes the following:

- One-day relationship building strategic planning workshops with the neighboring communities between January 31, 2017 and March 31, 2018, facilitated by CIPP Staff.*
- Participation of one senior staff person (Andrew McGifford, Manager of Environmental Services) and one elected official (Director Keith Wyton) and one alternate for each (Janice Hill, Environmental Services Coordinator and Bob Baden, Alternate Director), to serve on a working group which will meet monthly between workshops to further the joint service agreement development and coordinate with the CIPP team. Regular participation in the First Nation – Municipal Network on LinkedIn.*
- Service as a mentor for others interested in pursuing First Nation – municipal collaboration.*
- Ongoing community engagement and keeping the community informed about CIPP.*

- *Maintaining timely communication with CIPP staff to assist with coordinating the logistics of community visits and workshops, as appropriate.*

CARRIED

9. PLANNING MATTERS

- a. DVE16016, REDMAN, 4585 COMPTON ROAD (BEAVER CREEK)**
Development Variance Application – Memorandum and Permit

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors issue development variance permit DVE16016.

CARRIED

- b. RT11006, LONG BEACH AIRPORT, 188 AIRPORT ROAD (LONG BEACH)**
Text Amendment and Rezoning – Bylaws P1282 and P1283

MOVED: Director Bennett

SECONDED: Director Osborne

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1282 be adopted.

CARRIED

MOVED: Director Bennett

SECONDED: Director Cote

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1283 be adopted.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Administration Department Monthly Staff Report – February 3, 2017**
b. Planning and Development Report – February 1, 2017
c. Staff Action Items Report- February 3, 2017

MOVED: Director Kokura

SECONDED: Director Bennett

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

CARRIED

10.2 COMMITTEE REPORTS

a. Long Beach Airport Advisory Committee Meeting – February 1, 2017. J. Osborne (Verbal)

Director Osborne reported on the February 1st meeting. The Committee has decided that the name of the Airport shall remain the Long Beach Airport. Marketing the LBA continues.

MOVED: Director Bennett

SECONDED: Director Osborne

THAT this verbal report be received.

CARRIED

10.3 OTHER REPORTS

a. Vancouver Island Regional Library

- i. 2016-2020 Strategic Plan
- ii. From the Board Table

MOVED: Director Banton

SECONDED: Director Ruttan

THAT the Vancouver Island Regional Library reports be received.

CARRIED

b. Late Item: Director Cote reported on the successful Islands Agricultural Show, February 3 & 4th held in Port Alberni.

c. Late Item: Director Cote reported on the successful Art of Hosting Workshop she attended in January 2017. Copies of the workshop session are available for Directors to review.

MOVED: Director Cootes

SECONDED: Director McNabb

THAT these verbal reports be received.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

*MOVED: Director Kokura
SECONDED: Director Bennett*

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

CARRIED

The meeting was recessed at 2:28 pm

15. RECOVENE

The meeting was reconvened at 2:43 pm

16. IN-CAMERA

*MOVED: Director Bennett
SECONDED: Director McCarthy*

*THAT the meeting be closed to the public to discuss matters relating to:
i. Litigation or potential litigation affecting the Regional District.*

CARRIED

The meeting was closed to the public at 2:43 pm.

The meeting was re-opened to the public at 3:02 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

*MOVED: Director Osborne
SECONDED: Director Cote*

THAT this meeting be adjourned at 3:02 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING

HELD ON WEDNESDAY, FEBRUARY 8, 2017, 9:00 AM

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

DIRECTORS

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

PRESENT:

Josie Osborne, Vice-Chairperson, Mayor, District of Tofino

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

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

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

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

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

Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Alan McCarthy, Member of Legislature, YuułuꞀitꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Teri Fong, Manager of Finance

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:08 am.

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

2. APPROVAL OF AGENDA

MOVED: Director Ruttan

SECONDED: Director McNabb

THAT the agenda be approved as circulated with the following amendment: Item 3 (c) Economic Development be considered no later than 10:15 am.

CARRIED

3. REQUEST FOR DECISIONS & BYLAWS

Director Cote entered the meeting at 9:10 am.

Director McLeman entered the meeting at 9:14 am.

MOVED: Director Jack
SECONDED: Director Wyton

THAT item 3 c. be moved up in the agenda and be considered at this time.

CARRIED

a. Request for Decision regarding Grant-In-Aid – Economic Development – 2017-2021 Financial Plan.

MOVED: Director Cote
SECONDED: Director Kokura

THAT the Committee of the Whole recommend that the Economic Development grant-in-aid to the City of Port Alberni be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan as follows: Electoral Areas "A" (Bamfield) \$2,500, "B" (Beaufort) \$2,000, "D" (Sproat Lake) \$6,000, "E" (Beaver Creek) \$6,000, "F" (Cherry Creek) \$5,333.

CARRIED

b. Request for Decision regarding 2017 Grant-In-Aid Applications.

GIA 1 Alberni Valley Air Quality Council

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Air Quality Council as follows: \$5,000.00 and \$5,000.00 (in-kind) with Electoral Areas A, B, D, E, F and the City of Port Alberni participating in the grant-in-aid.

CARRIED

GIA 2 Alberni District Fall Fair

MOVED: Director Kokura
SECONDED: Director Osborne

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Alberni District Fall Fair in the amount of \$1,000.00 (in-kind) with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 3 Alberni Valley Chamber of Commerce

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid to the Alberni Valley Chamber of Commerce in 2017 in the amount of \$4,000.00 with Electoral Areas A, D, E and F participating in the grant-in-aid for \$1,000.00 each.

CARRIED

Director Ruttan left the meeting at 10:15 am.

GIA 4 Alberni Valley Rescue Squad

MOVED: Director McNabb

SECONDED: Director Banton

THAT the Committee of the Whole recommend that the ACRD Board of Directors increase the grant-in-aid in 2017 to the Alberni Valley Rescue Squad from \$6,000.00 to \$8,000.00 with the Municipalities and Electoral Areas participating in the grant-in-aid.

DEFEATED

Director St. Jacques left the meeting at 10:31 am

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the Committee-of-the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Alberni Valley Rescue Squad in the amount of \$6,000.00 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

MOVED: Director Kokura

SECONDED: Director McLeman

THAT a letter be forwarded to the Province of British Columbia requesting that additional funding be provided to rescue squad services in British Columbia.

CARRIED

GIA 5 Music By The Sea

MOVED: Director Wyton

SECONDED: Director Bennett

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Music by the Sea in the amount of \$3,000.00 with the Municipalities and Electoral Areas participating in the grant-in-aid.

DEFEATED

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Music by the Sea in the amount of \$2,000.00 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 6 Port Alberni Marine Rescue Society

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$6,000.00 the Port Alberni Marine Rescue Society with the City of Port Alberni and Electoral Areas B, D, E, and F participating in the grant-in-aid.

CARRIED

GIA 7 Port Alberni Marine Heritage Society

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Port Alberni Maritime Heritage Society in the amount of \$5,000 with areas B, D, E, F and the City of Port Alberni participating in the grant-in-aid.

CARRIED

GIA 8 Vancouver Island North Film Commission

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid to Vancouver Island North Film Commission in the amount of \$7,500 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 9 Westcoast Inland Search and Rescue

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Westcoast Inland Search and Rescue in the amount of \$6,000.00 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 10 West Coast Aquatic Management Association

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 in the amount of \$17,000 with Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 11 Alberni Valley Wrestling Club

MOVED: Director McLeman

SECONDED: Director Osborne

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Alberni Valley Wrestling Club in the amount of \$1,500 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 12 Central Westcoast Forest Society

MOVED: Director Bennett

SECONDED: Director Banton

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Central West Coast Forest Society in the amount of \$3,500 with the District of Tofino, District of Ucluelet and Area "C" (Long Beach) participating in the grant-in-aid.

CARRIED

GIA 13 Strawberry Isle Marine Research Society

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Strawberry Isle Marine Research Society in the amount of \$1,000 with the Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 14 Port Alberni Victim Services Society

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Port Alberni Victim Services Society in the amount of \$26,000 with the City of Port Alberni and Electoral Areas A, D, E, F participating in the grant-in-aid.

CARRIED

GIA 15 Alberni Valley Hospice Society

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the Committee of the Whole refer this application to the Alberni Valley & Bamfield Services Committee for consideration and staff request further information from the applicant.

CARRIED

GIA 16 Art Matters Society

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Committee of the Whole deny the grant-in-aid application from Art Matters Society.

CARRIED

GIA 17 Alberni Valley Crime Stoppers

MOVED: Director Kokura
SECONDED: Director Wyton

THAT the Committee of the Whole deny the grant-in-aid application from Alberni Valley Crime Stoppers.

CARRIED

GIA 18 Westcoast Community Resources

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 in the amount of \$5,000 to West Coast Community Resources with the District of Tofino, District of Ucluelet and Area "C" (Long Beach) participating in the grant-in-aid.

CARRIED

GIA 19 Alberni Valley Community School Society

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Committee of the Whole deny the grant-in-aid application from the Alberni Valley Community School Society.

CARRIED

GIA 20 Alberni Valley Transition Town Society

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Alberni Valley Transition Town Society in the amount of \$2,000 with the City of Port Alberni and Electoral Areas B, D, E and F participating in the grant-in-aid application.

CARRIED

GIA 21 Literacy Alberni Society

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Committee of the Whole deny the grant-in-aid application from Literacy Alberni Society.

CARRIED

GIA 22 Carving on the Edge Festival Society

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to Carving the Edge Festival Society in the amount of \$2,500 with Municipalities and Electoral Areas participating in the grant-in-aid.

CARRIED

GIA 23 Beaver Creek Community Club
GIA 24 Cherry Creek Community Recreation Commission

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the 2017 Grant-in-Aid applications from the Beaver Creek Community Club and Cherry Creek Community Recreation Commission be referred to the Electoral Area Directors Committee meeting for consideration.

CARRIED

c. Request for Decision regarding Grant-In Aid – McLean’s Mill – 2017-2021.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Committee of the Whole recommend that the McLean’s Mill grant-in-aid be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

d. Request for Decision regarding Grant-In-Aid – Island Corridor Foundation (ICF) – 2017-2021 Financial Plan.

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the Committee of the Whole recommend the Grant-in-Aid Island Corridor Foundation draft budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

MOVED: Director Wyton
SECONDED: Director Bennett

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2017 in the amount of \$10,000 to Bamfield Community Affairs with the funds coming from Electoral Area "A" (Bamfield).

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

That the Committee of the Whole recommend that the ACRD Board of Directors award a grant in aid in 2017 to the Sproat Lake Community Association in the amount of \$11,900 with the funds coming from Electoral Area "D" (Sproat Lake).

CARRIED

Director St. Jacques re-entered the meeting at 11:45 am

4. ADJOURN

MOVED: Director Bennett
SECONDED: Director St. Jacques

THAT this meeting be adjourned at 11:45 am.

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District
MINUTES OF THE LONG BEACH AIRPORT ADVISORY COMMITTEE
HELD ON WEDNESDAY, FEBRUARY 1, 2017, 10:30 AM
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

PRESENT: Josie Osborne, Chairperson, District of Tofino
Dianne St. Jacques, Director, District of Ucluelet
Tony Bennett, Director, Electoral Area "C"
Charles McDiarmid, Wickaninnish Inn
Bernadette Herbert, Ucluelet Chamber of Commerce

REGRETS: Alan McCarthy, Yuułuṛiṭṭath Government
Elmer Frank, Tla-o-qui-aht First Nation
Jennifer Steven, Tofino/Long Beach Chamber of Commerce
Jackie Godfrey, Pacific Rim National Park

STAFF: Andrew McGifford, Manager of Environmental Services
Mark Fortune, Airport Superintendent

1. **CALL TO ORDER**

The Manager of Environmental Services called the meeting to order at 10:35 am.

The Manager of Environmental Services recognized the meeting today is being held in the Yuułuṛiṭṭath Government Traditional Territories.

2. **ELECTION OF CHAIRPERSON**

a. **Election of Chairperson – 2017**

The Manager of Environmental Services conducted the election for Chairperson of the Long Beach Airport Advisory Committee for 2017.

The Manager of Environmental Services requested nominations for the position of Chairperson of the Long Beach Airport Advisory Committee for the first time.

Director St. Jacques nominated Director Osborne for the position of Chairperson of the Long Beach Airport Advisory Committee for 2017. Director Osborne accepted the nomination.

The Manager of Environmental Services requested nominations for the position of Chairperson of the Long Beach Airport Advisory Committee for 2017 for a second and third time.

There being no further nominations, the Manager of Environmental Services declared Director Osborne Chairperson of the Long Beach Advisory Committee for 2017.

Chairperson Osborne assumed the Chair.

3. **APPROVAL OF AGENDA**

MOVED: Tony Bennett
SECONDED: Charles McDiarmid

THAT the agenda be approved circulated.

CARRIED

4. **ADOPTION OF MINUTES**

MOVED: Tony Bennett
SECONDED: Charles McDiarmid

a. **Long Beach Airport Advisory Committee Meeting held October 24th, 2016**

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

CARRIED

5. **DELGATIONS**

a. **Jeff Warden, Point Break Skydiving**

Mr. Warden provided an overview of plans for 2017 for operation of a skydiving business at Long Beach Airport (LBA) and requested that the LBA Advisory Committee provide a review of fees and charges to operate at the LBA and to look for a possible landing site

MOVED: Tony Bennett
SECONDED: Dianne St. Jacques

THAT the Committee request Regional District staff to investigate the rates and skydiving at other regional airports and provide to the committee to consider possible bylaw changes to the fees and charges at the Long Beach Airport to reflect a skydiving operation.

CARRIED

MOVED: Tony Bennett
SECONDED: Dianne St. Jacques

THAT the Committee request Regional District staff to investigate lease options for the possible landing area and provide to the committee to consider.

CARRIED

T. Bennett left meeting 11:05 am – no quorum, discussion conducted. T. Bennett re-entered the meeting at 11:40 and the Committee returned to each item for consideration.

6. **ACTION ITEMS**

a. **Request for Decision – 2017 Meeting Schedule**

MOVED: Dianne St. Jacques

SECONDED: Tony Bennett

THAT the Long Beach Advisory Committee meet in conjunction with West Coast Committee meetings on the following dates, times and locations:

April 5, 2017, 1:00 pm, Tofino Council Chambers

July 5, 2017, 1:00 pm, Ucluelet (Location TBA)

November 1, 2017, 1:30 pm, Tofino (Location TBA)

CARRIED

b. **Request for Decision – Committee Term**

MOVED: Tony Bennett

SECONDED: Dianne St. Jacques

THAT the Long Beach Airport Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the updated Terms of Reference for the Long Beach Airport Advisory Committee as presented.

CARRIED

Note: J. Hill to confirm contacts for the Committee and the possible staff members to be copied.

c. **Service Offer from Explorer Solutions – Airport Strategic Positioning Initiative**

The Committee provided no motion but will consider if there are grant funds to cover the possible marketing plan.

7. **REPORTS**

Airport Activities – Airport Superintendent update:

- Emergency response plan – both Districts took part in an exercise.
- Runway Lighting project completion , apron yet to be completed and apron 3 was identified for upgrades as deemed deficient by NAVCAN

- Airport Operations manual updated and lighting now can occur – effective Jan 9/17.
- OLS clearing in progress for runways 07, 03 & 04
- GPS approach to be completed by NAVCAN.

8. **ADJOURN**

THAT the meeting be adjourned at 12:25 pm

Certified Correct:

Josie Osborne,
Chairperson

Andrew McGifford,
Manager, Environmental Services



Alberni-Clayoquot Regional District

MINUTES OF THE BEAVER CREEK WATER ADVISORY COMMITTEE MEETING HELD ON TUESDAY, FEBRUARY 14, 2017, 10:30 AM

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

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

PRESENT: Pam Craig
Gord Blakey
Harold Carlson

REGRETS: Patty Edwards
Kelly Schutte
Ginny Stephens

STAFF PRESENT: Andrew McGifford, Manager of Environmental Services
Wendy Thomson, Manager, Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: G. Blakey

SECONDED: P. Craig

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Beaver Creek Water Advisory Committee Meeting held October 31, 2016.**

MOVED: P. Craig

SECONDED: G. Blakey

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

CARRIED

4. REQUEST FOR DECISIONS & BYLAWS

a. **Request for Decision regarding Beaver Creek Water – 2017-2021 Financial Plan.**

The Manager of Environmental Services provided the Committee with an overview of the Beaver Creek Water System proposed budget for 2017.

MOVED: P. Craig
SECONDED: G. Blakey

THAT the Beaver Creek Water Advisory Committee recommend that the Beaver Creek Water System proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

5. **REPORTS**

a. **Review of Terms of Reference and Committee Membership.**

The Manager of Administrative Services reviewed the terms of reference with the Committee. The Chairperson will consider nominations for the two vacant positions on the Committee.

6. **LATE BUSINESS**
(requires 2/3 majority vote)

7. **ADJOURN**

MOVED: Director P. Craig
SECONDED: Director G. Blakey

THAT this meeting be adjourned at 11:08 am.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Wendy Thomson,
Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE FINANCIAL PLANNING MEETING

HELD ON WEDNESDAY, FEBRUARY 15, 2017 10:00 AM

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

DIRECTORS

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

PRESENT:

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

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

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

Jack McLeman, Councillor, City of Port Alberni

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

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Mike Ruttan, Mayor, City of Port Alberni

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager, Planning & Development

Wendy Thomson, Manager of Administrative Services

Brad West, McGill Engineering

Dan Holder, ACRD Emergency Planning Contractor

1. CALL TO ORDER

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

The CAO recognized the meeting today being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. ELECTION OF CHAIRPERSON

a. **Election of Chairperson – 2017**

The CAO conducted the election for Chairperson of the Alberni Valley & Bamfield Services Committee for 2017.

The CAO requested nominations for the position of Chairperson of the Alberni Valley & Bamfield Services Committee for 2017 for the first time.

Director Banton nominated Director McNabb for the position of Chairperson of the Alberni Valley & Bamfield Services Committee for 2017. Director McNabb accepted the nomination.

The CAO request nominations for the position of Chairperson of the Alberni Valley & Bamfield Services Committee for 2017 for a second time and third time.

There being no further nominations, the CAO declared Director McNabb Chairperson of the Alberni Valley & Bamfield Services Committee for 2017.

Chairperson McNabb assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: Director Cootes

SECONDED: Director Banton

THAT the agenda be approved as circulated.

CARRIED

4. ADOPTION OF MINUTES

- a. **Alberni Valley & Bamfield Services Committee Meeting held November 8, 2016.**

MOVED: Director Banton

SECONDED: Director Kokura

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on November 8, 2016 be received.

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Alberni Valley Landfill Operations Contract Amendment.**
(referred from December 9, 2016 Board of Directors Meeting)

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Alberni Valley & Bamfield Services Committee recommend that the ACRD Board of Directors approve the following amendments to the Alberni Valley Landfill Operations Contract – October 1, 2014 to September 30, 2019:

- a. *Amend Article 16 – Line of Credit – Agreement to allow for the use of a performance bond instead of a line of credit.*
b. *Remove Article 17 – Builders Liens– Agreement that currently requires a holdback.*

CARRIED

Director Ruttan entered the meeting at 10:20 am.

b. Request for Decision regarding Alberni Landfill Gas Generation Report.

MOVED: Director Wyton

SECONDED: Director Cootes

THAT the Alberni Valley and Bamfield Services Committee receive the Alberni Landfill Gas Generation Report and recommend that the Alberni-Clayoquot Regional District Board of Directors approve the report and direct staff to implement solid waste diversion initiatives that reduce the creation of landfill gas for inclusion in the 2017-2021 Financial Plan.

CARRIED

Director Cote entered the meeting at 10:42 am.

c. Request for Decision regarding 2017-2021 Financial Plan – Alberni Valley & Bamfield Waste Management.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley and Bamfield Waste Management budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

d. Request for Decision regarding 2017-2021 Financial Plan – Alberni Valley Emergency Plan.

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Emergency Planning proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

MOVED: Director Banton

SECONDED: Director Kokura

THAT the above motion be tabled.

CARRIED

MOVED: Director Kokura

SECONDED: Director Banton

THAT the following be allowed for consideration as a late item under Section 7 of the agenda: Recommendation regarding Bamfield Solid Waste Services.

CARRIED

e. Request for Decision regarding 2017-2021 Financial Plan – Alberni Valley Regional Airport.

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Airport proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

MOVED: Director McLeman

SECONDED: Director Banton

THAT the motion regarding Alberni Valley Emergency Planning be lifted from the table.

CARRIED

Director Ruttan left the meeting at 11:53 am.

The following motion was back on the table:

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Emergency Planning proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

f. Request for Decision regarding 2017-2021 Financial Plan – Regional Water.

MOVED: Director McLeman

SECONDED: Director Banton

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Water – proposed service budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

g. Request for Decision regarding 2017-2021 Financial Plan – Custom Transit.

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Alberni Valley & Bamfield Services Committee recommend the Custom Transit proposed budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

h. Request for Decision regarding 2017-2021 Financial Plan – Sproat Lake Marine Patrol.

MOVED: Director Cote

SECONDED: Director McLeman

THAT the Alberni Valley & Bamfield Services Committee recommend the Sproat Lake Marine Patrol proposed budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

i. Request for Decision regarding 2017 Grant In Aid – Alberni Valley Hospice Society (Referred from February 8, 2017 Committee-of-the-Whole Meeting) Correspondence for Further Information on GIA – Alberni Valley Hospice Society.

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Alberni Valley & Bamfield Services Committee recommend that the ACRD Board of Directors award a grant-in-aid in 2017 to the Alberni Valley Hospice Society in the amount of \$2,500.00 with the City of Port Alberni and Electoral Areas A, B, D, E and F participating in the grant-in-aid.

CARRIED

6. REPORTS

a. Administrative Memorandum regarding Alberni Valley Landfill Annual Reports 2014 and 2015.

MOVED: Director Cote

SECONDED: Director Banton

THAT the Administrative Memorandum regarding Alberni Valley Landfill Annual Reports 2014 and 2015 be received.

CARRIED

- b. Report - Strategic Planning for Alberni-Clayoquot Regional District Airports (P. Deakin) (Referred from January 25, 2017 Committee-of-the-Whole Meeting)**

MOVED: Director Kokura

SECONDED: Director McLeman

THAT this report be received.

CARRIED

- c. Discussion on Service Levels – R. Dyson (Verbal)**

The CAO requested Directors to reflect on the draft budget as presented and consider the following:

- a. Does the draft budget meet their needs?
- b. Are there services beyond the work plan that should be considered by the Board?

Director Cote would like discussion after budget regarding emergency planning direction and community involvement.

MOVED: Director Cote

SECONDED: Director McLeman

THAT this verbal report be received.

CARRIED

7. LATE BUSINESS

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Alberni Valley & Bamfield Services Committee instruct staff to organize a community meeting in Bamfield within the next six months with the Area Director, Chair of the Alberni Valley & Bamfield Services Committee, staff to explore ways of reducing solid waste costs.

CARRIED

8. ADJOURN

MOVED: Director Kokura

SECONDED: Director Banton

THAT the meeting be adjourned at 12:21 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE FINANCIAL PLANNING MEETING HELD ON FEBRUARY 15, 2017, 1:30 PM

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

DIRECTORS PRESENT: Keith Wyton, Chairperson, Director, Electoral Area “A” (Bamfield)
Mike Kokura, Director, Electoral Area “B” (Beaufort)
Tony Bennett, Director, Electoral Area “C” (Long Beach)
John McNabb, Director, Electoral Area “E” (Beaver Creek)
Lucas Banton, Director, Electoral Area “F” (Cherry Creek)
Penny Cote, Director, Electoral Area “D” (Sproat Lake)

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services
Alex Dyer, Planner
Shelli Lyle, Administrative Assistant

1. **CALL TO ORDER**

The CAO called the meeting to order at 1:30 pm

The CAO recognized the meeting today is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. **ELECTION OF CHAIRPERSON**

a. **Election of Chairperson – 2017**

The CAO conducted the election for Chairperson of the Electoral Area Directors Committee for 2017.

The CAO requested nominations for the position of Chairperson of the Electoral Area Directors Committee for 2017 for the first time.

Director Banton nominated Director Wyton for the position of Chairperson of the Electoral Area Directors Committee for 2017. Director Wyton accepted the nomination.

The CAO request nominations for the position of Chairperson of the Electoral Area Directors Committee for 2017 for the second time.

Director McNabb nominated Director Banton for the position of Chairperson of the Electoral Area Directors Committee for 2017. Director Banton declined the nomination.

The CAO requested nominations for the position of Chairperson of the Electoral Area Directors Committee for 2017 a third time.

There being no further nominations, the CAO declared Director Wyton to the position of Chairperson of the Electoral Area Directors Committee for 2017.

Chairperson Wyton assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

4. ADOPTION OF MINUTES

a. Electoral Area Directors Committee Meeting held October 5, 2016.

MOVED: Director McNabb
SECONDED: Director Banton

THAT the minutes of the Electoral Area Directors Committee Meeting held on October 5, 2016 be received.

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

Director Cote entered the meeting at 1:35 pm.

a. Request for Decision regarding 2017 – 2021 Financial Plan – Vancouver Island Regional Library.

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Electoral Area Directors Committee recommend the Vancouver Island Regional Library proposed budget be included in the first reading of the 2017 Budget of the Alberni-Clayoquot Regional District Financial Plan.

CARRIED

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Electoral Area Directors Committee instruct staff to determine resources required to investigate options for library services for consideration by the ACRD Board of Directors.

CARRIED

b. Request for Decision regarding 2017 – 2021 Financial Plan – Building Inspection.

MOVED: Director Banton
SECONDED: Director McNabb

THAT the Electoral Area Directors Committee recommend the Building Inspection proposed budget be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

c. Request for Decision regarding 2017 – 2021 Financial Plan – Management of Development – Rural Area.

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Electoral Area Directors Committee recommend the Management of Development – Rural Area proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

d. Request for Decision regarding 2017 – 2021 Financial Plan – 2017-2021 Financial Plan – Electoral Area Administration.

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Electoral Area Directors Committee recommend the Electoral Area Administration proposed budget to be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

e. Request for Decision regarding 2017 Grant In Aid – Beaver Creek Community Club.
(referred from February 8, 2017 Committee-of-the-Whole Meeting)

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the grant-in-aid for the Beaver Creek Community Club be referred back to staff to investigate and report back to the Board on the following two options: use of gas tax funds or grant-in-aid.

CARRIED

- f. **Request for Decision regarding 2017 Grant In Aid – Cherry Creek Community Recreation Commission.**
(referred from February 8, 2017 Committee-of-the-Whole Meeting)

MOVED: Director Cote
SECONDED: Director Kokura

THAT the Electoral Area Directors Committee recommend that a grant-in-aid be awarded to the Cherry Creek Community Recreation Commission in 2017 in the amount of \$20,000 with the following areas participating: "E" (Beaver Creek) \$3,000, "B" (Beaufort) \$1,000 and "F" (Cherry Creek) \$16,000.00.

CARRIED

W. Thomson left the meeting at 3:00 pm.

S. Lyle assumed responsibility for recording the minutes.

- g. **Request for Decision regarding Building Setbacks from Water Courses, Lakes and Oceans – M. Irg (Verbal Update)**
(Referred from January 25, 2017 Board Meeting)

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Electoral Area Directors Committee instruct staff to prepare a Zoning Bylaw text amendment to amend Section 6.2: increasing the vertical setback to 4 metres from the natural boundary of a water course, water body, lake or ocean; increasing the horizontal setback to 15 metres from the natural boundary of a water body, lake or ocean; and limiting the ceiling height of any non-habitable space within the 4 metre vertical setback to 1.5 metres or less.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the main motion be amended by replacing prepare with investigate in the first paragraph of the resolution.

CARRIED

The main motion as amended was

CARRIED

6. REPORTS

a. Discussion on Service Levels – R. Dyson (Verbal)

CAO explained information was provided through prepared budgets and work plans for 2017 and asked Directors to reflect on these and asked if there are services beyond the work plan that should have reflection by the Board?

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors instruct staff to investigate the development of a community improvement fund for Electoral Area "E" (Beaver Creek).

CARRIED

b. Woodstove and Backyard Burning Report – A. McGifford (Verbal)

A. McGifford provided background on the woodstove program and current backyard burning bylaws, requesting Directors offer direction on how to proceed.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Electoral Area Directors Committee request staff to develop a budget for the production of two educational pamphlets on Woodstove and Backyard Burning in 2017.

CARRIED

7. LATE BUSINESS

8. ADJOURN

MOVED: Director McNabb

SECONDED: Director Kokura

THAT this meeting be adjourned at 4:00 pm.

CARRIED

Certified Correct:

Keith Wyton,
Chairperson

Russell Dyson,
Chief Administrative Officer



FOR IMMEDIATE RELEASE

February 7, 2017

***HUU-AY-AHT WALKING TRAIL TO CONNECT BAMFIELD AND ANACLA,
PROMOTING ABORIGINAL TOURISM OPPORTUNITIES***

COURTENAY – A new walking trail connecting Anacla and Bamfield is being built by the HUU-ay-aht First Nations, and a \$279,763 investment from the Island Coastal Economic Trust is helping to move the project to completion.

“Aboriginal tourism is one of the fastest growing sectors in the overall tourism market and the HUU-ay-aht are at the forefront thanks to their vision for the region with projects like this one,” said ICET Chair Phil Kent.

The 4.5km trail will traverse a culturally-significant route and include opportunities to participate in HUU-ay-aht guided tours, self-guided walks, and to visit the traditional capital - Kiixin - a designated National Historic site.

“Over the past year, the HUU-ay-aht have been working to develop a Cultural Tourism Destination marketing strategy, and this trail is an important piece of the work we are doing,” said HUU-ay-aht Chief Councillor, Robert J. Dennis Sr. “We’ve purchased multiple properties in Bamfield including the motel, pub, Kingfisher Lodge and Marina, and airport, and we are redesigning many of them to feature a First Nations theme.”

Along the route structures will be built to resemble longhouses, featuring First Nations story and history panels with interpretive content about the local area, the HUU-ay-aht people, the cultural importance of cedar, and the archaeological sites at Kiixin.

Design and construction of the Anacla-Bamfield trail will ensure that the trail is an age-friendly stroll, allowing for use by a variety of visitors including persons with mobility aids and families with strollers.

The project will begin construction shortly and, once complete, will help link tourism destinations and infrastructure in the region and offer visitors an authentic nature-based Aboriginal cultural experience.

About the Island Coastal Economic Trust

Created by the Province of BC in 2006, the Island Coastal Economic Trust is celebrating its tenth year of investment in economic diversification, planning and regional revitalization.

ICET is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. This exceptional team of leaders collaborate to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved \$49 million for over 160 economic infrastructure and economic development readiness projects. ICET investments have leveraged over \$270 million in investment into the region creating more than 2500 construction phase jobs and 2600 long term permanent jobs.

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

-end-

For further information:

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Line Robert, CEO
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Cynthia Rayner
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DISTRICT OF METCHOSIN

File No. 0360-20-20

February 2, 2017

Association of Vancouver Island and Coastal Communities
Local Government House
525 Government Street
VICTORIA, BC V8V 0A8

Re: Aboriginal Day

This is to advise that at its Council Meeting held on Monday, January 23, 2017, the District of Metchosin Council made the following resolution to designate a National Statutory Holiday that celebrates the cultures and history of the First Nations, Inuit and Metis peoples of Canada.

2017 Resolutions - AVICC Annual General Meeting

ABORIGINAL DAY

Metchosin

WHEREAS number 80 of the Calls to Action of the Truth and Reconciliation Commission of Canada calls for a national statutory holiday for Truth and Reconciliation,

And WHEREAS National Aboriginal Day recognizes and celebrates the cultures and contributions of the First Nations, Inuit and Métis peoples of Canada, but is not a national statutory holiday,

And WHEREAS a statutory holiday would allow all Canadians to be able to participate in the recognition and celebration of First Nations' cultures and histories,

THEREFORE be it resolved that the federal government, working with Aboriginal leaders, designate a national statutory holiday that celebrates the cultures and histories of the First Nations, Inuit and Metis peoples of Canada.

Sincerely,


John Rams
Mayor
District of Metchosin

4450 Happy Valley Road, Victoria, B.C. V9C 3Z3

Administration Office (250) 474-3167 Fax 474-6298

Building Inspection Department (250) 474-3196 Fax 474-6298

From: Ron Lepine [mailto:ron_lepine@shaw.ca]
Sent: Monday, February 13, 2017 12:58 PM
To: Makenzie Leine <mleine@islandtimberlands.com>
Cc: Lucas Banton <lbanton@shaw.ca>; Mike Kokura <mikekokura@shaw.ca>; Wendy Thomson <wthomson@acrd.bc.ca>; Mike Ruttan <mike_ruttan@portalberni.ca>; Jack McLeman <jmcleman7428@gmail.com>; wyton@shaw.ca; office@albernichamber.ca
Subject: gate closure on Cameron connector to Arrowsmith

To whom it may concern at Island Timberland's access committee.

This weekend, Feb. 11 & 12 & 13 BC family day, I see the gate is closed again. You should know that there are many families who used that road to Arrowsmith this last December & for many years for getting the kids out to enjoy the snow because Port Alberni doesn't have any other mountain road with a few hills to take kids to for the snow. For us skiers who have used Mt Arrowsmith & Cokely for skiing for many years we are really put out. That is park area with access to it is through your lands but you are supposed to allow access to the Arrowsmith park. I see you are working out a deal with the snowmobile's club but I am wondering if you give out one key to them. If there are several of their members who want to go out on a Saturday to skidoo up there, are they all going to have to go in at the same time & come out at the same time?

There are quite a few people from all over the island who come to ski Mt Cokely.. this used to be a good & easy place to access. I skied Mt Cokely 8 times in December but your gates are keeping myself & my friends out completely now saying that dangerous driving conditions are the cause. I can't understand how you say the driving conditions are different now or worse now than in the last 20 years to drive up there.

There are only a few skiers here in Port Alberni who ski with ski touring equipment but many skiers from all over the island. We can't afford to pay \$1,000 or \$2,000 for a key to access it. What about the hiking clubs like our local Alberni Valley Outdoor club & the Comox District Mountaineering Club & the Alpine Club of Canada who regularly schedules hiking trips & ski/snowshoeing trips up there? We can't afford to pay those huge fees & have limited access.

On weekends like this when there is a lot of people & traffic using that road for fun, I believe your danger level for theft & damage is nil. But you also have those specific branches gated off where you are logging. Your company needs to think more about the community it works in & families that it affects directly not only for profits but for fun.

Ron Lepine
skier & Member of Alberni Valley Outdoor Club & Comox Mountaineering Club

Kind regards,

Ron Lepine --- 250-723-0949
2254-14th Ave.
Port Alberni, BC V9Y 2Y5

RECU / RECEIVED
06 -02- 2017

Local Government Program Services

...programs to address provincial-local government shared priorities



Administration provided
by UBCM

Funding provided by
Province of B.C.



For program
information, visit the
Funding Programs
section at:

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

February 2, 2017

Chair McLeman and Board
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3

Re: 2016 Asset Management Planning Program (Asset Management Integration)

Dear Chair and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total expenditure of \$21,578.07. Based on this, a cheque in the amount of \$10,000.00 will be issued shortly under separate cover. This cheque represents final payment of the grant and is based on 50% of the total reported expenditure to a maximum of the approved grant (\$10,000.00).

I would like to congratulate the Alberni-Clayoquot Regional District for undertaking this project and responding to the opportunity to strengthen asset management capacity in your local government.

Sincerely,

Danyta Welch
Policy & Programs Officer

cc: Teri Fong, Manager of Finance, Alberni-Clayoquot Regional District

January 31, 2017

Chair John Jack and Board Members
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Chair and Board Members:

Re: UBCM Membership

I am writing to invite the Alberni-Clayoquot Regional District to renew its membership with the Union of British Columbia Municipalities (UBCM) for 2017.

UBCM has served as the voice for local government in British Columbia since 1905. Created by local government to serve local government, our policy-based, non-partisan approach to advocacy has made us a trusted representative of our diverse membership.

Underpinning the credibility of our organization is the strong support provided by our members. In 2016 we celebrated the 38th successive year that we received 100% support from eligible local governments in B.C. With the support of your Board, our hope is to achieve this same level of support in 2017.

2017 will provide a range of new challenges and opportunities for local government. Work is already underway to engage the three main parties in advance of next year's election. UBCM also continues to look for opportunities to influence government policy at both the federal and provincial level on a broad range of issues, including housing affordability, marijuana regulation and infrastructure program design.

It has been an honour for the Executive and staff of UBCM to work on your behalf this past year. If you have any questions or comments about our work, please contact me. I look forward to your continued support in the coming year.

Yours truly,



Councillor Murry Krause
President, UBCM



MEMO
January 31, 2017

TO: Local Government Chief Financial Officers
FROM: Kathleen Spalek, Chief Financial Officer, UBCM
RE: 2017 UBCM MEMBERSHIP DUES

UBCM President Murry Krause has written to all local councils and regional boards requesting them to consider renewing their membership for 2017 (enclosed).

UBCM membership dues are based on Executive Policies 2.1–2.3. The UBCM Executive approved a 1.75% increase in our rates effective January 1, 2017. Rates for 2017 are:

<u>Population</u>	<u>Rate</u>
First 5,000	0.6886
Next 10,000	0.5001
Next 15,000	0.3147
Balance	0.0644

Membership dues are calculated on your population, and the population estimates used are those prepared by BC STATS, Ministry of Technology, Innovation and Citizens' Services, Province of BC (December 2016).

We also enclose for your attention our 2017 dues invoice. Should you wish to make electronic payment, please contact our office for direct deposit information (skoivu@ubcm.ca).

Please feel free to call me if you have any questions.

Encls.

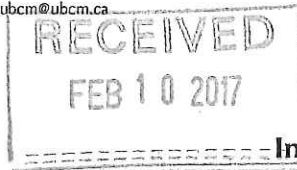
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UNION OF B.C. MUNICIPALITIES

Suite 60 – 10551 Shellbridge Way
Richmond, British Columbia
Canada, V6X 2W9

Phone: (604) 270-8226 E-mail: ubcm@ubcm.ca



INVOICE

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

Invoice Date: Jan 31, 2017
Invoice No: D-4335
Due: upon receipt
Reference: 2017 UBCM Annual Dues

DESCRIPTION		AMOUNT
Population:	8,429	
<i>Your UBCM dues have been calculated using population estimates (Dec 2016 release) provided by BC STATS, the central statistical agency of the Province of British Columbia, and include a rate increase of 1.75% effective Jan 2017, approved by the UBCM Executive.</i>		
<small><i>NOTE: Your population estimate has been reduced to reflect the memberships of the Maa-Nulth First Nations of Uchucklesaht and Huu-ay-aht.</i></small>		
Annual Dues:		
First 5,000 population	at 0.6886	\$3,443.00
Next 10,000	at 0.5001	\$1,714.84
Next 15,000	at 0.3147	\$0.00
Balance	at 0.0644	\$0.00
Subtotal:		\$5,157.84
5% GST: (10815 0541)		\$257.89
Total:	ACCOUNT	\$5,415.73



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

X

APPROVED BY



UNION OF B.C. MUNICIPALITIES
Suite 60 – 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

REMITTANCE PORTION

Alberni-Clayoquot Regional District

2017 Annual UBCM Dues

Date: Jan 31, 2017

Invoice # D-4335

TOTAL DUE:

\$5,415.73

AMOUNT
ENCLOSED:

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.

OPEN LETTER TO BC LOCAL GOVERNMENTS
ATTN: Mayor & Council, all BC local governments
 January 25, 2017

REC'D/RECEIVED
 06-02-2017

Dear Sirs/Mesdames:

Re: We must hold fossil fuel companies responsible for climate change

Wildfires. Drought. Flooding. Rising sea levels. Climate change is already reshaping and impacting BC communities in profound and frightening ways. As unchecked fossil fuel pollution continues to push global temperatures ever higher, we are frightened for our communities, for communities around the world, and for the world we leave our children. These impacts are still more challenging for vulnerable groups - the poor, Indigenous people, women and children - who are often unable to respond to unexpected weather or other climate impacts.

But there is hope. If the fossil fuel companies - whose products are the major drivers of climate change - had to pay even a fraction of the associated climate costs, they would not be able to out-compete renewables and would pivot towards sustainable alternatives without delay. BC communities can play a key role in demanding accountability from the fossil fuel industry for the harm that they are causing our communities, and challenge the myth that the fossil fuel economy can continue business as usual despite the destruction it is causing to our atmosphere.

The fossil fuel industry is keen to avoid a conversation about its responsibility for climate change. Just 90 entities - primarily fossil fuel companies - have caused almost 2/3 of human caused greenhouse gas emissions, and just three - Chevron, Exxon Mobil and Saudi Aramco - are responsible for almost 10%¹. Like the tobacco industry before it, Big Oil relies on the perception that individual consumers are responsible for climate change while pocketing billions of dollars in profits from products that they know are disastrous for our atmosphere and communities around the world.²

BC and Canadian taxpayers will end up paying the costs of climate change in many different ways. But unless our communities demand that fossil fuel companies pay their fair share of these costs, this industry will continue pushing products that the world cannot afford to burn.

1. Heede, R. "Tracing anthropogenic carbon dioxide and methane emissions to fossil fuel and cement producers, 1854-2010 Climatic Change (2014) 122: 229. doi:10.1007/s10584-013-0986-y. See also <http://www.climateaccountability.org/> for emissions figures through to 2013.

2. <https://www.smokeandfumes.org/>; <https://insideclimatenews.org/content/Exxon-The-Road-Not-Taken>



BC's local governments are well placed to play a global leadership role by demanding accountability. We can come together to start a new global conversation about the moral and legal responsibility of the fossil fuel industry for its role in fueling climate change.

We – as BC-based community groups – support the Climate Law in our Hands Initiative and are asking you to:

1. DEMAND FOSSIL FUEL ACCOUNTABILITY

It has been rare for anyone to even ask the fossil fuel industry to take responsibility for its role in causing the global crisis – and the local climate impacts like floods, wildfires and droughts. This avoidance of responsibility ends in BC – when you, and other local governments across the province, write to the world's fossil fuel companies asking them to take their fair share of responsibility for climate change.

This demand can take the form of a detailed invoice for climate costs or a letter simply enquiring as to the company's position on paying a fair share. It can be tailored to reflect the needs and capacity of each community.³

2. WORK TOWARDS A CLASS ACTION LAWSUIT

BC communities can demand accountability from the fossil fuel industry in a variety of ways, but if necessary, we may need local governments to demand accountability through the courts.

Lawyers at West Coast Environmental Law have exhaustively researched how a class action – a joint legal action brought by one or more “representatives” of BC's local governments – could be brought against major fossil fuel companies for their role in causing climate change.

We ask you to consider whether your municipality would be willing to launch a class action as a representative and/or how you might support a case launched by other local governments. BC communities need to come together and get behind this type of legal action. Bringing this case will make it clear that fossil fuel companies cannot avoid a legal conversation about accountability – and if we win, we will set a precedent that could change the world – putting us on a global path that will avoid more dangerous climate change.⁴



3. Sample accountability letters are available online at www.climatelawinourhands.org/demand-accountability.

4. See <http://www.climatelawinourhands.org/bcclassaction> or have your lawyers speak with the Climate Law in our Hands team at West Coast Environmental Law for more information on the legal basis for a class action.

Conclusion

Both of these actions, as well as a general public discussion about the role of fossil fuels in our future economy, are most likely to move forward if our communities understand how we are being, and will be, impacted by climate change. We urge you to work with your citizens, climate scientists and other experts in a publicly transparent way to explore what needs to be done to prepare your community for climate change.

Whether we realize it or not, our communities are facing a tidal wave of costs, debt and disaster relief arising from the many effects of climate change. It is time to ask whether we alone are going to bear those expenses, or whether the companies that have made billions of dollars creating this situation also bear some responsibility.

By demanding that those who profit the most from climate change pay their fair share, BC local governments can dramatically reshape the global conversation about climate change and the fossil fuel industry. Community groups around BC will be calling on fossil fuel companies to take responsibility for their role in causing the climate crisis and we hope that you will join us.

Signed by:

West Coast Environmental Law Association	350.org Canada	Canadian Association of Physicians for the Environment
Coalition to Protect East Kamloops	Douglas Channel Watch	Public Health Association of BC
Kelowna Chapter Council of Canadians	BC Yukon Kairos	KAIROS Metro Van
KAIROS BC/Yukon Kootenay Subregion	Pacific Wild	Prince George Public Interest Research Group
Silva Forest Foundation	Sierra Club BC	Climate Change in Focus
Blewett Conservation Society	Dogwood Initiative	We Love This Coast
West Kootenay EcoSociety	Gibson Alliance of Business and Community Society	Comox Valley Global Awareness Network
SFU350	Alliance4Democracy	Earthkeepers: Christians for Climate Justice
UBC Environmental Law Group	Sunshine Coast Conservation Association	Burnaby Residents Opposing Kinder Morgan Expansion-BROKE
Voters Taking Action on Climate Change	Comox Valley Council of Canadians	LeadNow
Wilderness Committee	Parksville Qualicum Beach KAIROS	Fraser Voices Association
The WaterWealth Project	Georgia Strait Alliance	Stand.earth
UBC350	Northwest Institute	Knox United Church
Citizens Against Urban Sprawl Society (CAUSS)	Friends of Wild Salmon Coalition	Association of Whistler Area Residents for the Environment
Atira Women's Resource	Friends of Morice Bulkley	Salmon Coast Field Station Society
MiningWatch Canada	My Sea to Sky	Saanich Inlet Network
The Canadian Youth Climate Coalition	Divest Victoria	
Council of Canadians	Wildsight	
Kitimat Terrace Clean Air Coalition	Greenpeace Canada	
	Burnaby Pipeline Watch	
	Environmental Defense Working Group	



MEMORANDUM FOR DISCUSSION

To: ACRD Board of Directors

From: George Rose, Information Systems Contractor

Meeting Date: February 22, 2017

Subject: Audio system for boardroom

Summary:

A number of Directors have brought forward the fact that it can be difficult at times to hear someone speaking during meetings in our upstairs boardroom at the ACRD office. I have been tasked with investigating different options for a microphone and speaker system to address this issue. I have also been asked to consider the ability to add video to the system at a later date.

Background:

Last year I was asked to improve the sound quality of the conference call system in the boardroom. My understanding was that the person calling into the meeting was having difficulty hearing people that were farthest away from the conferencing unit. A pair of extension microphones were added to the system and although this did help the caller somewhat it did not improve the ability of the people in the boardroom to hear the caller.

Options considered

In performing this task, I found that there are an endless number of options available at a very wide range of costs. I also discovered that, in our scenario, choosing an inexpensive solution would not be a wise decision as we could experience problems with feedback, poor sound quality, lack of upgradability etc. I decided that the best course of action was to contact a professional firm in Victoria for advice and pricing. The company, Pacific Audio Works was recommended by the City of Nanaimo, which recently had them upgrade the audio and video system in their SARC facility. This was a fairly high end audio and video system at a cost of over \$43,000.00.

Option 1 – Bosch DICENTIS high end wireless system

This is a wireless system. It is a complicated system that requires installation by qualified technicians from Victoria and training to operate. Although it is very flexible, adding video capabilities to this system would be relatively expensive in comparison to option 2. Being wireless it also requires the batteries to be charged regularly. Estimated cost - \$17,991.36

Option 2 – Bosch CCSD-1000 wired system

Option 2 is a wired system. As well as not requiring professional installation, it is simple to program and operate. It is also relatively easy and inexpensive to upgrade. The microphones all plug into each other end to end so it is easy to unplug them when required when rearranging tables.

Estimated cost - \$6,378.35

Recommendation

It is my opinion that option 1 is overly complicated and elaborate for our needs now and in the future. I believe that option 2 is the preferred choice for the ACRD upstairs boardroom.

Other recommendations

Unfortunately, our current telephone conferencing system is not capable of integrating with an external sound system. Rather than replacing the existing unit with a similar one with the required connections, I am recommending that a micro pc be installed hidden under the boardroom table that can be used for conference calling through Skype Business and integrated with the new sound system microphones and speakers. This pc will also be used to control the sound system and will be a necessity when video capabilities are added to the system in the future. The cost for either option is roughly the same.

Estimated cost - \$1000.00

A wireless lapel microphone and transmitter for presenters can be added at a cost of \$550.00.

I am also investigating the cost to add speakers above where the public sits and a wireless microphone for the public to use.



Submitted by: _____
George Rose, Information Systems Contractor



Approved by: _____
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Regional Board of Directors

From: Heather Zenner, Planner & Mark Fortune, Airport Superintendent

Meeting Date: February 22, 2017

Subject: Request from Zoran Knezevic, owner of DL 130 & DL 60, Lot 2 VIP64541, to attain Road Access to private land through the Alberni Valley Regional Airport land.

Recommendation:

THAT the Board of Directors direct staff to enter into discussions with the owner of DL 130 & DL 60, Lot 2 VIP64541 to provide a road access agreement to his property in exchange for a height restriction covenant to be placed on the two sections of land within the Obstacle Limitation Surface of the Alberni Valley Regional Airport subject to:

- the private land uses complying with the ACRD Zoning Bylaw and *Agriculture Land Commission Act*.

Desired Outcome:

To provide access to private land through Alberni Valley Regional Airport (AVRA) lands in exchange for a height restriction covenant on adjacent private lands that are within the Obstacle Limitation Surface.

Summary:

DL 130 & DL 60, Lot 2 is 177 acres in size and is located south west of the AVRA as shown on Appendix A, and the majority of the property is within the Agriculture Land Reserve. A portion of this property is adjacent to the AVRA property boundary near the airport caretakers residence. The property owner has requested a single road access through AVRA lands to his private lands, with two possible locations identified on Appendix A. Another section of the private property is in close proximity to Airport Road and adjacent to Woodlot W1479. These two sections of private land are within the Obstacle Limitation Surface (OLS) of AVRA.

ACRD is required to maintain the OLS and will work with adjacent landowners to remove obstacles as they protrude into the OLS. Currently there are no obstacles that impact the OLS from the owners private lands but there is a strong likelihood that as the vegetation on the edge of the property matures, it will impact the OLS. It is in ACRD's best interest to secure a legal agreement with the landowner to ensure in perpetuity that no obstacles will protrude into the OLS, or will be removed should they impact the OLS.

Time Requirements – Staff & Elected Officials:

Staff time to draft a height restriction covenant, and staff time to draft a road access agreement.

Financial:

Road construction costs and covenant preparation costs will be paid for by the applicant.

Policy or Legislation:

The Regional District has the authority to enter into these types of agreements. If approved in principle, staff will consult with our lawyers, the Municipal Insurance Association, and the Agriculture Land Commission.

Options Considered:

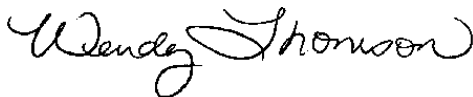
Option 1 access as proposed by the applicant would have a larger impact to the caretaker's residence property, therefore staff support Option 2 access. Option 2 will utilize a shared access off Airport Road with the airport caretaker's residence, but the road will then travel to the southwest, away from the caretaker's residence. Option 2 will require approximately 87m of new road construction.



Submitted by: _____
Heather Zenner, Planner



Approved by: _____
Mike Irg, Manager of Planning and Development



Wendy Thomson, Manager of Administrative Services

AVRA

Caretaker's Residence

BLOCK F

BLOCK G

Option 1

41m new road

Option 2

87m new road

PLAN
64541

2

L. 130

6 TU-1631

PLAN

Height Restricted Areas

Pine Dell Ranch

PLAN

624

PLAN 41619

20430

PLAN

37586

ALR Boundary

ALR Boundary

ROAD





REQUEST FOR DECISION

To: Board of Directors

From: Long Beach Airport Advisory Committee/
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: February 22, 2017

Subject: Review of Rates – Skydiving Operation at Long Beach Airport

Recommendation:

THAT the ACRD Board of Directors instruct staff to investigate rates for skydiving businesses at other regional airports and provide the Long Beach Airport Committee to consider possible bylaw changes to the fees and charges at the Long Beach Airport to reflect a fee for skydiving operations for consideration by the ACRD Board.

THAT the ACRD Board of Directors instruct staff to investigate lease options for the possible landing area and provide to the Long Beach Airport Advisory Committee for consideration and recommendation to the ACRD Board.

Desired Outcome:

To investigate and implement specific rates for skydiving operations at the Long Beach Airport.

Background:

At the Long Beach Airport Advisory Committee meeting held on February 1st, the Committee received a presentation from Point Break Skydiving on their plans to operate a skydiving operation out of the Long Beach Airport. The Committee requested staff to investigate what other airports charge for similar operations as well as options for a possible landing site.

The Committee requests the ACRD Board of Directors support in directing staff time to investigate.

Time Requirements – Staff & Elected Officials:

Approximately five hours of staff time will be required.

Financial:

Staff time spent on this request is expected to be within the 2017 allocation amounts for the service area that is making the request.

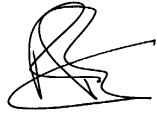
Policy or Legislation:

The Board of Directors must endorse requests from committees in order to provide staff with direction to meet normal work plans and strategic plan tasks without compromise to these activities.



Submitted by:

Andrew McGifford, CPA, CGA, Manager of Environmental Services



Approved by:

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Alberni Valley and Bamfield Services Committee
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: February 22, 2017

Subject: Alberni Landfill Gas Generation Report

Recommendation

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Landfill – Landfill Gas Generation report and direct staff to implement solid waste diversion initiatives that reduce the creation of landfill gas for inclusion as identified in the report for inclusion in the 2017-2021 Financial Plan.

Desired Outcome

To provide information on future landfill gas (LFG) management and possible material bans at the Alberni Valley Landfill (AVLF) to the Alberni Valley and Bamfield Services committee and the Alberni-Clayoquot Regional District (ACRD) Board of Directors to enable an informed decision on the next steps required to provide an efficient and cost effective waste service program for the Alberni Valley.

Summary

The ACRD operates the AVLF under the *British Columbia Waste Management Act* Operational Certificate Number MR-00524, issued June 29, 2004. The Ministry of Environment (MOE) regulations under which the AVLF operates have seen progressive regulations and guidelines developed to improve the emittance of methane gas from sanitary landfills in the province of BC. The standards and regulations are based "*BC Landfill Gas Management Regulation*" and the second edition which was recently updated in 2016 has not seen any significant changes in requirements for LFG.

Landfills are estimated to be responsible for five percent of BC's greenhouse gas (GHG) emissions due to the anaerobic decay of organic matter, which results in the production of methane. Reduction of methane emissions from landfills by reducing the landfilling of organic waste or by capturing methane from landfills for destruction or alternate use will reduce BC's overall GHG emissions.

The *Landfill Gas Management Regulation*, under the *Greenhouse Gas Reduction (Emissions Standards) Statutes Amendment Act*, became effective as of January 1, 2009 and established province-wide criteria for landfill gas capture from municipal solid waste (MSW) landfills. The regulation requires that MSW landfills with 100,000 or more tonnes of waste in place or a waste disposal rate exceeding 10,000 tonnes per year undergo a landfill gas generation assessment. This standard does not provide a mechanism to defer the landfill gas management requirements and is purely based on the volumes landfilled at the site. The LFG Management Regulation describes requirements for estimating GHG emissions from landfills and establishes landfill size and capacity criteria for landfill gas capture, there are no credits or deferrals for a well-managed landfill.

The amount of material landfilled during 2016 was approximately 20,248 tonnes, bringing the total estimated quantity of solid waste at the AV Landfill to approximately 761,483 tonnes.

BC's Greenhouse Gas Reduction (Emissions Standards) Statutes Amendment Act states that owners of waste management facilities must manage greenhouse gases produced from handling wastes at the facility. The LFG Regulation describes requirements for estimating GHG emissions from landfills and establishes landfill size and capacity criteria for LFG capture.

A LFG collection system is generally composed of the following:

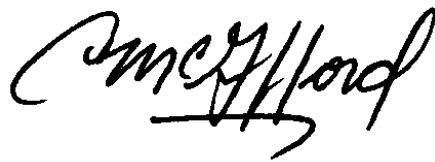
- 1) Vertical extraction wells and horizontal collection trenches
- 2) Collection piping
- 3) LFG extraction plant (include condensate traps, blowers, and storage capacity)
- 4) LFG method for either using the gas collected or flaring it off.

The cost of installing the LFG system totals \$13,870,000 over the lifetime of the landfill. The diversion initiatives will provide an extended life to the landfill and reduce the creation of methane gases. There is a possibility that the ACRD can avoid a LFG system for the lifetime of the AVLF through a progressive diversion strategy that will ban wood, construction/demolition, & organics waste.

The report provides suggested diversion material classes that could be implemented within the year such as construction/demolition waste from both residential and commercial activity with some modest capital expenditures and ongoing operational costs. These costs will be included in the Alberni Valley and Bamfield Waste services 2017-2021 Capital Financial Plan for consideration. The operation needs will require that the contractor has a tipping attendant at all times to ensure materials are diverted correctly.

Looking forward the ACRD would need to investigate an organics diversion strategy within three years to avoid LFG management infrastructure costs. This option will provide the complete deferral of the LFG management system for the lifetime of the landfill if undertaken within three years. The landfill engineer and staff will continue to investigate the transfer station and organics grant fund opportunities as there is funding directed to these initiatives.

All diversion and rates increases associated with the initiatives will be brought forth to the Alberni Valley and Bamfield Services Committee and then to the Board of Directors for approval before implementation.



Submitted by: _____
Andrew McGifford, CPA, CGA, Manager of Environmental Services



Approved by: _____
Russell Dyson, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

ALBERNI VALLEY LANDFILL LANDFILL GAS GENERATION REPORT

October 2015

(Finalized February 2017)



Prepared by:
McGill & Associates Engineering Ltd.
Port Alberni, B.C.

Project Ref. 2931

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1. EXECUTIVE SUMMARY

The Alberni Valley Landfill (AVL) is approaching the point where it will be required by the Province to either install a methane gas collection and processing plant system or remove methane gas producing materials from the solid waste stream. This report provides an approximated time frame for the Board to consider, and possible alternatives to defer and/or eliminate, the need for a landfill gas collection system with the introduction of Bans on materials accepted at the landfill.

A gas collection design may be required in 2018. If Bans are implemented gas collection system may not be required for the duration of the landfill life.

The report has the following recommendations.

1. The Board reviews the need for gas collection versus Bans at the AVL.
2. The Board support the review of Ban alternatives with the PMAC and implement Bans in a sequential manner to maintain compliance with MOE regulations on methane gas.
3. Progressive bans on materials can delay major capital expenditures and continue to meet MOE requirements for methane gas management until beyond the year 2050.

A Landfill Gas Collection System is not recommended for the following reasons:

1. The gradual implementation of Bans will remove the need for a methane gas collection system for at least half of the remaining landfill life.
2. A LFG system will require the expenditure of \$13,870,000 (including capital, operations/maintenance, and closure costs) in funds.
3. If there are significant population changes from those projected, the Ban system should provide the flexibility to absorb these changes without the installation of a gas collection system.
4. Landfill gas collection systems will have to operate for a twenty to thirty period after the landfill is closed with steadily decreasing volumes of gas being collected during that period.

If the Board decides to implement Bans to reduce methane gas production, a review of the waste stream entering the landfill should be done to prioritize materials to be banned.

2. INTRODUCTION

The Alberni-Clayoquot Regional District (ACRD) operates the Alberni Valley Landfill (AVL) under the British Columbia Waste Management Act Operational Certificate Number MR-00524, issued June 29, 2004. The operational certificate provides the conditions for which the AVL is authorized to manage recyclable material and waste from the ACRD. The known areas disposing of waste at the AVL include the City of Port Alberni, ACRD Electoral Areas within the Alberni Valley and Bamfield and First Nations communities Tseshah, Hupacasath, Huu-ay-aht and Uchucklesaht.

The AVL has operated as a landfill since the early 1970's. It is located approximately 5 km west of Port Alberni. The landfill accepts various forms of solid waste including municipal solid waste, residential and commercial demolition materials (including roofing and gyproc), compost and stumps, and limited quantities of asbestos and contaminated soils. The landfill also accepts recyclables that are subsequently transferred from the landfill by Suncoast Waste Services for recycling.

Currently, the ACRD is attempting to obtain tenure of the southern portion of the landfill from the crown. Once this is achieved the landfill can be continued to be used for 50 to 80 years.

The City of Port Alberni and Beaver Creek Electoral Area now have curbside recycling programs and recycling depots are located in the City of Port Alberni and at the AVL.

There is currently no formal organics waste diversion program within the ACRD or City of Port Alberni. Backyard composting of organic waste is encouraged through distribution of backyard composters and educational material on the ACRD website.

The AVL accepts yard waste compost free of charge. The compost is stored onsite and subsequently removed by an outside contractor. The 2007 SWMP recommends several organic waste diversion programs such as establishing a yard waste depot within the City of Port Alberni, setting up a yard waste composting facility at the AVL or an alternate location, and completing a composting feasibility study. None of these programs have been implemented yet.

3. HISTORY OF LANDFILL GAS MANAGEMENT (LFG) REPORTS

To comply with the regulatory requirements a number of LFG assessments have been done including:

R.D. Cameron – “*ALBERNI VALLEY LANDFILL- REPORT ON LANDFILL GAS*” assessed the landfill in the early 2008 and projected that LFG collection would not be required until 2023 under the regulations in place at that time.

BC Hydro – evaluated the potential for LFG collection and commercial value. They did not proceed with developing an LFG collection system based on their evaluation, as the volume generated would not provide sufficient economic benefit to pay for the infrastructure required.

In December 2008, the Province enacted a new regulation, requiring landfills that produce more than 1000 tonnes of methane gas a year to design a gas collection system.

Each year since 2010 annual reports to Ministry of Environment 2010-2013 have included a gas assessment. The methane gas levels have been near but less than the 1000 tonnes per year for this period.

4. LANDFILL GAS LEGISLATION, REGULATIONS & GUIDELINES

The Ministry of Environment has, since 2008, progressively developed regulations and guidelines for the management of gas produced within landfills. Some of these documents are listed below:

- *BC Landfill Gas Management Regulation*, Dec 2008
- *Landfill Gas Generation Assessment Procedures Guidelines*, March 2009
- *Technologies and Best Management Practices for Reducing GHG Emissions from Landfill Guidelines*, June 2011

5. 2nd EDITION OF LANDFILL CRITERIA FOR MUNICIPAL SOLID WASTE

In June 2016, the BC Ministry of Environment published updated landfill design criteria. The assessment and design criteria for assessing methane gas remain similar to the previous regulations.

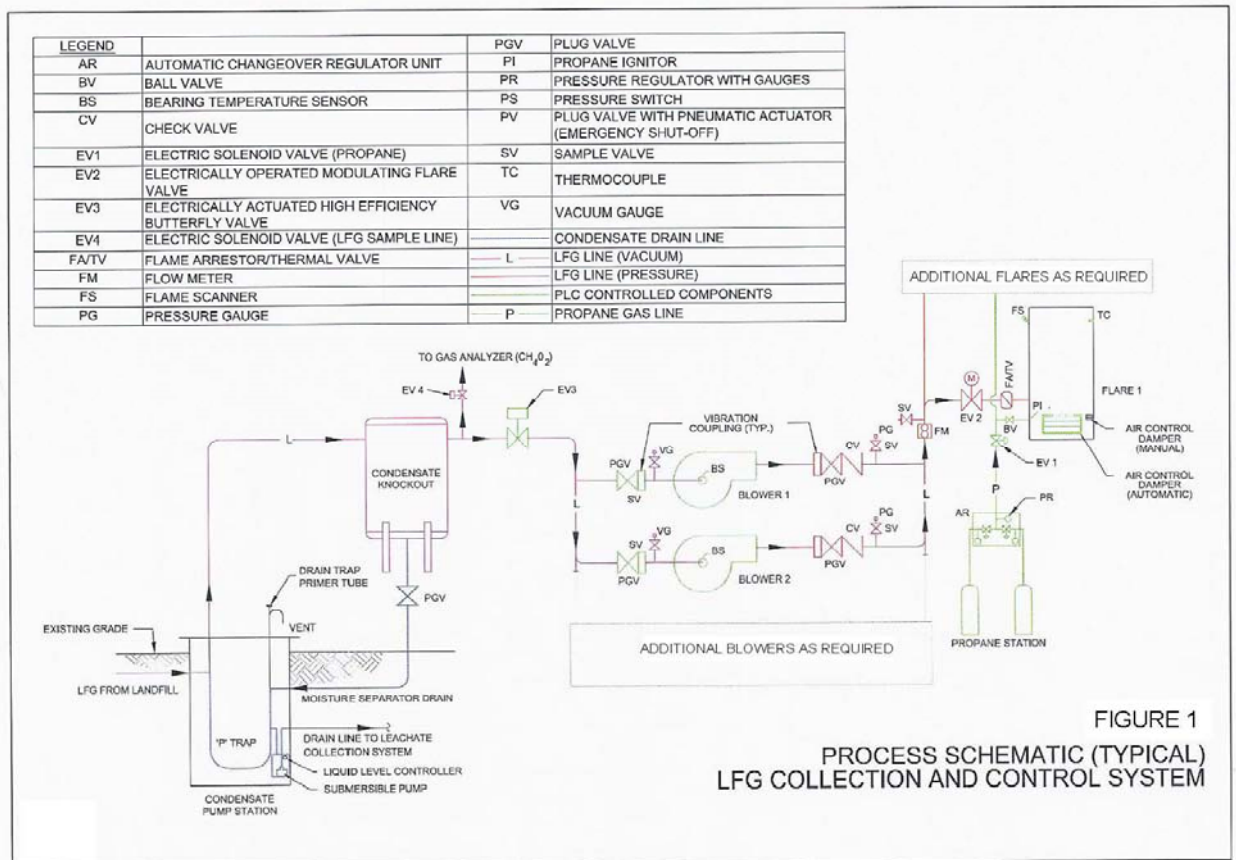


6. LANDFILL GAS COLLECTION

A LFG collection system is generally composed of the following:

1. Vertical extraction wells and horizontal collection trenches
2. Collection piping
3. LFG extraction plant (include condensate traps, blowers, and storage capacity)
4. LFG method for either using the gas collected or flaring it off.

A typical landfill control system is shown system is shown in Figure 1, below. The collection system can be either vertical wells at 40 to 120 metre c-c or horizontal trenches at 12 metres c-c, or a combination of both.



7. SOLID WASTE QUANTIFICATION AND LANDFILL CAPACITY

Since the 2007 Solid Waste Management Plan (SWMP) was prepared, several programs have been implemented to reduce the amount of solid waste entering the landfill. Some of these programs include a composting program and curbside recycling program.

Throughout 2016, the AVL accepted waste and charged tipping fees according to ACRD Bylaw No. R1027. The weight of solid waste entering the landfill in 2016 is summarized in Table 1 below.

Table 1: Measured Weight of Solid Waste Entering the AVL in 2016

Item	Weight (tonnes)
Residential Mixed Solid Waste	8,989
Commercial Mixed Solid Waste	6,081
Tires (# of tires)	213
Compost	64
Outgoing Steel	368
Incoming Cover Material	726
Asbestos	271
Land Clearing	22
Roofing	1,017
Gyproc	250
Mixed Construction Demolition	2,608
Contaminated Soil	938
Animal Carcasses	1
Service Road Cleanup	7

The Multi-Material British Columbia (MMBC) recycling program was implemented in 2014. Under this province wide program, recyclable materials are collected and separated (cans, glass, newspaper, cardboard, plastic and steel) and stockpiled at the AV Landfill transfer station. The recyclable materials are subsequently removed by a commercial recycling company funded by the MMBC program. Asbestos from large building demolitions is buried in a designated area. Asbestos from small renovation projects is buried in the daily landfill area. Compost material is stockpiled onsite and removed by a private composting company. With minor variations these figures reflect the waste being placed in the landfill over the last 5 years.



The amount of material landfilled during 2016 was approximately 20,248 tonnes, bringing the total estimated quantity of solid waste at the AV Landfill to approximately 761,483 tonnes.

The waste composition has been separated into three categories to assess its potential for generating methane gas. The categories are:

1. Relatively inert
2. Moderately decomposable
3. Decomposable

As no solid waste categorization studies have been completed, the solid waste composition was based on a combination of scale records and the *British Columbia's Solid Waste Flow Report, 2006 Summary Report* prepared for MoE by BC Stats in February 2010. We have also made an allowance for new MMBC program, where applicable.

8. FUTURE SOLID WASTE PROJECTIONS

A high and low range of population projections have been provided to us by the ACRD Planning Department, in the planning department. These are plotted in Figure 2, below. We have also included a line showing the projected landfill growth based on our experience at the landfill over the last five years. This allows for an annual growth of 0.3%. While there will likely be a population increase in future years, it is anticipated that the reduction of solid waste material being delivered to the landfill will offset this, if not decrease it. Therefore, an annual filling rate of 18,400 (the average filling rate from the last three years) and an annual 0.3% increase in weight delivered to the AVL is used as a basis for future projections of annual tonnages. The implementation of Multi Material BC is in its third year of operation. The MMBC program has had a noticeable impact on the waste stream entering the AVL. It could take several years until the full impact is understood, however, it is expected that there will be an overall decrease in the waste being placed in the landfill, with manufacturers and commercial producers looking toward more environmentally friendly packaging.

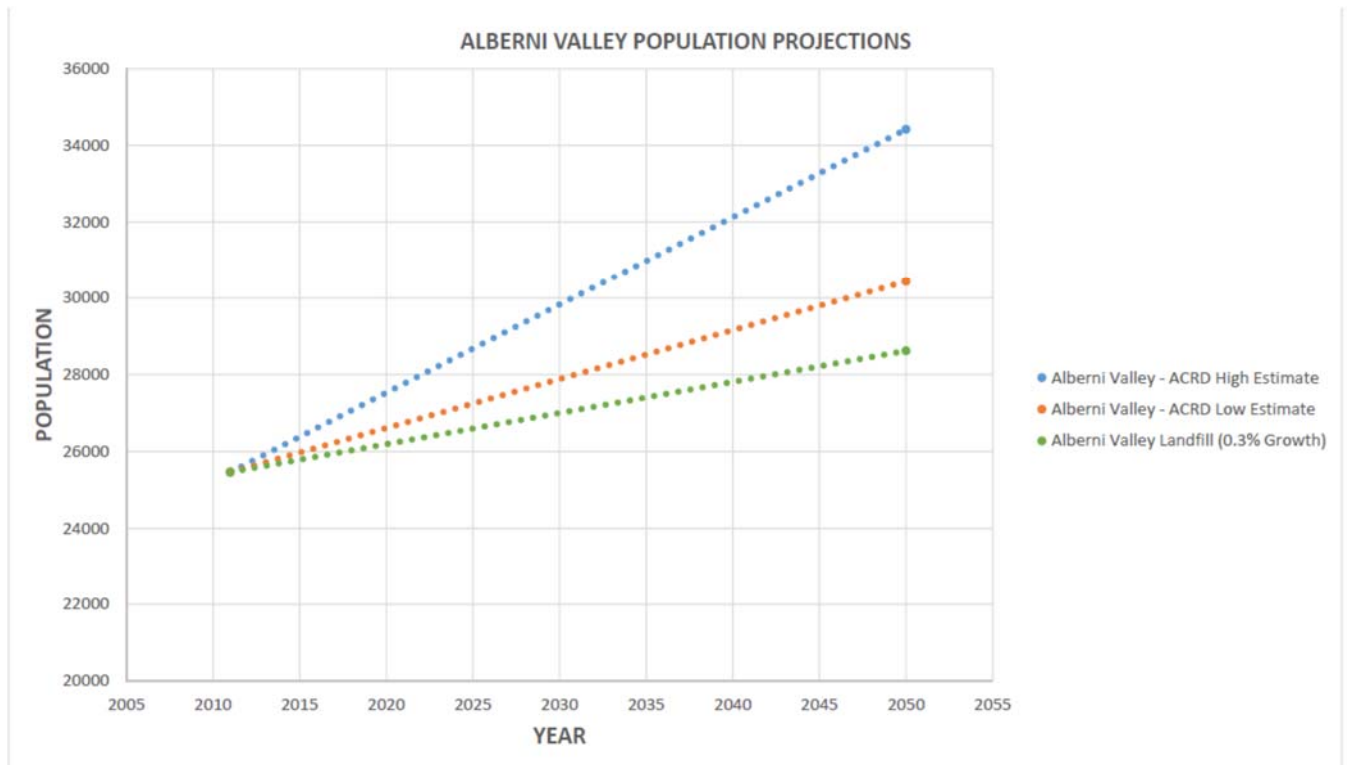


FIGURE 2



9. LANDFILL GAS GENERATION MODEL

The Province has developed a model for estimating gas generation at the landfill. It is based on the Scholl Canyon model which uses a first order kinetic equation to evaluate LFG production and emission rates.

The Scholl Canyon formula is as follows:

$$Q_T = \sum_{t=1, n} 2 L_o k M_t e^{-kt}$$

Where:

Q_T = total LFG emissions (50 percent CH₄ and 50 percent CO₂ by volume)

K = LFG generation constant (year⁻¹)

L_o = methane general potential (m³ CH₄/tonne of waste)

M = mass of waste (tonnes) placed in year t

T = time in years



10. LANDFILL GAS PROJECTIONS

Using the Scholl Canyon model for assessing current and future landfill gas production, with Bans and without, we have determined the methane gas production until 2070. There are a number of materials which impact methane gas production. We have selected some of the more prominent ones to evaluate their impact on extending the landfill life without constructing a LFG collection system. The following cases were reviewed to determine the impact of reducing methane gas production by implementing bans.

1. No Bans
 - a. If no Bans are implemented it is possible that a LFG collection system would have to be designed in 2018. Construction of the LFG system would have to be completed within 4 years after a one year design period.
 - b. Residential –Wood-Paper-Bans ban would include the removal of residential non-food waste from the waste stream. It is estimated that this can defer the planning construction of a LFG system until between 2020 and 2025. The variability is based on possible differences in the waste stream resulting from recycling and the MMBC program.
2. Construction/Demolition - Wood & Paper Ban
 - a. Construction and demolition waste has a 70 to 80% wood composition by weight. The removal of this type of waste would defer the need of a LFG system until between 2020 and 2025.
3. Residential - Wood - Paper, & C/D Waste Bans.
 - a. This combines two of the above and would defer LFG planning until 2023 and 2027.
4. Organics Bans
 - a. ICI Bans
 - i. A ban on ICI waste materials could defer a LFG collection system until 2093.
 - b. City of Port Alberni Food & Yard Waste Bans
 - i. A LFG system can be deferred until 2033 if food waste is collected with a 50% recovery rate. Currently yard and garden waste is



accepted at the landfill but not incorporated into the fill. An outside contractor removes it from the landfill site. Therefore, there will be no methane gas reduction as it is not generating gas from yard waste at this time.

c. Alberni Valley Food & Yard Waste

- i. This estimate includes all contributors to the Alberni Valley Landfill including the City. It is based on a 50% removal of food wastes from the waste stream. The LFG system could be deferred until 2052.

d. ICI Ban

- i. This Ban includes all Industrial, Commercial and Institutional sources contributing to the AVL waste stream. It is assumed that there will be a 90% diversion of organic materials from these types of sources. The removal of this type of waste would remove the requirement for a LFG system for the duration of the site.

5. Ban of Wood, Construction / Demolition, & Organics Waste

- a. Bans on all of the above materials will enable the landfill to reach its full capacity without requiring a LFG collection system.

If no bans are implemented it is possible that the AVL will require a plan for a landfill gas collection system by 2018 -2019. The LFG system would have to be constructed in the four years following development of a plan. By initiating a gradual banning of materials acceptable at landfill this date can be pushed forward and permanently deferred.

11. LFG COST

The capital costs provided, herein, are based on generally accepted design criteria for landfill gas collection systems. Construction of a gas collection system will be done in three stages as the filling process continues over the next 70 years.

In addition to the capital cost there will be ongoing Operation & Maintenance costs and the cost for continuing operation during the landfill closure period.

The costs breakdown as follow:

Capital Cost	\$ 5,500,000
Operation & Maintenance Cost	\$ 5,600,000
Landfill Closure Cost	\$ 750,000
Total Estimated Cost	\$ 13,870,000

As Bans are introduced they will reduce the quantity of waste being charged for and consequently the revenue generated from the landfill.

The following table provides an approximation on what the loss of revenue for the Bans indicated above.

Residential – Wood-Paper Ban	-\$73,600
Construction & Demolition Ban	-\$48,000
Residential & C/D Combined Ban	-\$121,600
Organics Ban	
City of Port Alberni Food & Yard Waste	-\$71,800
Alberni Valley Food & Yard Waste	-\$114,700
ICI Ban	-\$295,000



12. CONCLUSIONS

1. In accordance with the provincial regulations and guidelines, a gas collection and utilization or combustion system for the control of methane gas is not needed at this landfill at the present time. Under current landfill criteria, planning and design stage for such a system would not be needed until at least the year 2018.
2. A LFG collection system could be deferred past 2050 and possibly for the duration of the landfill life, with the implementation of Bans on materials accepted at the landfill. The review of waste materials to be banned from the AVL should be comprehensive and include the entire waste stream entering the AVL and their impact on methane gas production.
3. The financial impact of Bans on the cost of operating the landfill is not expected to be proportionate to the reduction of waste being delivered to it and may in fact require the raising of tipping rates to offset the loss in revenue brought about by handling less waste.
4. There will be a significant capital cost for the construction of a gas collection system, together with significant ongoing cost to extend the system as the landfill grows vertically and horizontally.

13. ACTION PLAN

1. The ACRD board approve the concept to implement Bans to remove the need to construct a LFG collection facility at the AVL.
2. The PMAC review Bans at the AVL and make recommendations on the sequential development of Bans.
3. The board review and develop bylaws to enforce the proposed Bans in 2017.

14. RECOMMENDATIONS

1. The Board review the need for gas collection versus Bans at the AVL.
 - a. Progressive bans on materials can delay major capital expenditures and continue to meet MOE requirements for methane gas management until beyond the year 2050 and can extend to the end of the landfill life.
2. The Board support the Action Plan to implement Bans at the AVL.
3. A Landfill Gas Collection System is not recommended for the following reasons:
 - a. The gradual implementation of Bans will remove the need for a methane gas collection system for at least half of the remaining landfill life.
 - b. It will require the expenditure of significant capital funds.
 - c. There will be an ongoing expenditure for operation and maintenance of the LFG system.
 - d. There will be ongoing capital expenditures for collection of the gas as the landfill expands vertically and horizontally.
 - e. If there are significant population changes from those projected, the Ban system should provide the flexibility to absorb these changes without the installation of a gas collection system.
 - f. Landfill gas collection systems will have to operate for a twenty to thirty period after the landfill is closed with steadily decreasing volumes of gas being collected during that period.
4. If the Board decides to implement Bans to reduce methane gas production, a review of the waste stream entering the landfill should be done to prioritize materials to be banned.

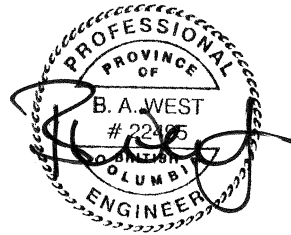


15. LIMITATIONS

This document was prepared by McGill & Associates Engineering Ltd. for the Alberni-Clayoquot Regional District. Its material, recommendations and conclusions represent the best material available to McGill & Associates Engineering Ltd. at the time of the report preparation. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. McGill & Associates Engineering Ltd. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

Yours truly,

for McGill & Associates Engineering Ltd.



Alan McGill, P. Eng.

Reviewed by Brad West, P.Eng

AJM/wm



REQUEST FOR DECISION

To: Alberni-Clayoquot Regional District Board of Directors

From: Alberni Valley and Bamfield Services Committee
Andrew McGifford, CPA, CGA, Manager of Environmental Services

Meeting Date: February 22, 2017

Subject: AVLF Operations Contract Amendment

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the following amendments to the Alberni Valley Landfill Operations Contract – October 1, 2014 to September 30, 2019:

- a. **Amend Article 16 – Line of Credit – Agreement to allow for the use of a performance bond instead of a line of credit.**
- b. **Remove Article 17 – Builders Liens– Agreement that currently requires a holdback.**

Desired Outcome:

To allow the use of a performance bond instead of a line of credit for contract security and to remove the 10% holdback provision that is currently included in the contract with respect to monthly payments.

Summary:

The line of credit and builder's liens requirements were originally included in the contract document when it went to tender in 2014 because of the public tender process that was used and the Regional District required a control function for the performance of the contractor, if necessary. The Regional District has a long established a relationship with the contractor and the line of credit is not deemed necessary at this time, the performance bonds will suffice and was the method used in the prior contract with this contractor.

In 2012 there was a request received from same contractor for the West Coast Landfill, Berry & Vale Contracting Ltd. The request that is proposed amendments be made within the WCLF operations contract and approved by the ACRD Board of Directors at that time. Staff would like to streamline the payment processing and be consistent with the both landfill contracts.

Additional information:

The processing of the holdback each 55 days after the completion of the contract is deemed unnecessary and staff would like to see this removed. The contractor has proven the work undertaken is of high quality and this has been the case for many years.

The original Request for Decision was brought to the board on December 9, 2016 and referred to the Alberni Valley and Bamfield Services Committee. The Alberni Valley and Bamfield Services Committee meet on February 15th to considered and concurred with the recommendation.

Time Requirements – Staff & Elected Officials:

There will be a minimal amount of time required to amend the contract. Currently the holdback procedures require extra Accounts Payable time for processing the payment and the subsequent release of the holdback. The removal of the holdback would streamline this payment process.

Financial:

There is no financial impact to this recommendation. The performance bond only changes the type of security we require and the holdback only affects the timing of the payment not the amount.

Policy or Legislation:

Performance bonds are used to secure other Regional District contracts such as the West Coast Landfill Operations contract.



Submitted by: _____

Andrew McGifford, CPA, CGA, Manager of Environmental Services



Approved by: _____

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Alberni-Clayoquot Regional District Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: February 22, 2017

Subject: Beaver Creek Community Club funding request

Summary:

The Beaver Creek Community Club had submitted the 2017 Grant in Aid application in order to provide an additional \$10,000 funding to complete the playground installation in the playing fields. The matter was referred to the Electoral Directors at the February 9th Committee of the Whole (Grant in Aid) meeting.

At the February 15th Electoral Directors meeting the directors discussed this application and directed staff to confirm that the project would be eligible for Gas Tax Funding. The staff reviewed application, reviewed the Gas Tax Funding eligibility criteria, and have determined that in conjunction with the other funding already provided for the playground this project fits the criteria.

The playground has already been allocated \$40,000 in Gas Tax funds. The fence and drainage request of \$10,000 are an integral part of the completion of the playground. The fence is required to ensure the safety of children playing in the facility and the drainage is required to ensure the structural integrity is maintained over the lifetime of the playground install. Therefore, these additional needs are required for the construction of the recreational facility and would be eligible under the Gas Tax program.

Options to consider:

- 1) **Provide a Grant in Aid** – The request came through to the Committee of the Whole as a grant in aid. The request was to provide the grant in aid from the Electoral Areas B – Beaufort and E – Beaver Creek. The Directors for each area can provide a set amount of fund as they chose to fund this project with the additional needs.
- 2) **Allocate an additional \$10,000 from Gas Tax funding** – The Electoral area Director asked staff to investigate if this was an eligible project for Gas Tax and if it could be considered as outlined above. EA directors can amend the budget to include the additional \$10,000 in Gas tax funding for this playground project and consider the whole project as one item.
- 3) **Deny the request** – The Board can choose to not fund the request

Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance

Approved by: _____

per:

Russell Dyson, Chief Administrative Officer

Grant-in-Aid

Application Form

Name of Organization **BEAVER CREEK COMMUNITY CLUB**

Mailing Address: **8505 BEAVER CREEK ROAD, PORT ALBERNI, BC V9Y 8N6**

Contact Name: David Horst Phone Number: **250-723-7796**

Email Address: dmhorst@gmail.com

Grant Requested: **Grant Assistance X** In-Kind Assistance

Amount \$ **10,000.**_____ Details: _____

1. Is your organization non-profit? **YES**

2. Is your organization a registered non-profit society in BC **YES**

If yes, please provide your Society Registration Number: **S0003778**_____

3. Please describe the services and benefits that your organization provides to the Alberni-

Clayoquot Region:

The Beaver Creek Community Club maintains and operates the Beaver Creek Community Hall. The Hall is wheel-chair accessible, has a large parking lot, seating capacity for 180 people and a large kitchen suitable for most events. The Hall is available for rent and is used on a regular basis for community events including meetings of the Farmer's Institute and the Beaufort APC.

We are currently in the process of building a new playground and restoring the surrounding playing fields.

Which of the following areas in the Alberni-Clayoquot Region receive a benefit from the services your organization provides:

- | | |
|--|--|
| Entire Regional District | City of Port Alberni |
| District of Tofino | District of Ucluelet |
| Electoral Area "A" (Bamfield) | X Electoral Area "B" (Beaufort) |
| Electoral Area "C" (Long Beach) | Electoral Area "D" (Sproat Lake) |
| X Electoral Area "E" (Beaver Creek) | Electoral Area "F" (Cherry Creek) |

5. Please describe how the services provided by your organization fill a need in the community:

The Beaver Creek Hall is currently well used by the community for weddings, dances, celebration of life and other family gatherings. It is the goal of the BC Community Club to rebuild the playground and basketball/tennis court and baseball/soccer field in order to provide more services for youth. We want to host sporting events, utilize our rugged terrain for mountain biking tracks, and provide a playground all in a safe and secure surrounding.

We have raised funds for the playground equipment but the grounds surrounding the Hall flood constantly so we need to install drainage and fencing as part of the preparation for installing playground equipment and playing fields.

6. Please list all other grants received and/or applied for from other Governments or Service Organizations:

__Toy Run \$1000. _____

7. Has your organization received a Grant-in-Aid in the past from the Regional District?

No. If yes, complete the following:

Year: _____ Amount: _____

Year: _____ Amount: _____

8. Please include with your application, copies of the following:

(a) Annual Report;

(b) A copy of your organizations current year budget and latest financial statement;

(c) A brief report outlining what the Grant-in-Aid would be used for.

6. Submit your completed Grant-in-Aid Application, including the above documentation to:

Corporate Secretary

Alberni-Clayoquot Regional District

3008 Fifth Avenue

The Deadline to Submit Grant-in-Aid Applications is January 31st of each year.

Late applications will not be accepted and returned to the applicant.

If you have any questions regarding this application or the information required,

please call (250) 720-2700.

David Ford *January 31, 2017*

Signature of Applicant Date

For Office Use Only

Amount Awarded: Date Approved: Participating Areas:

Page 3

Beaver Creek Community Club
General Account December 2016

Opening Balance \$ 12,740.93

Income:

Rental (D.Galloway)	\$	50.00	
Hall Rental (S.Cowley)	\$	20.00	
Membership	\$	50.00	
Returned Cheque Reg. Services	\$	50.00	
Interest	\$	0.11	
		\$ 170.11	\$ 170.11
			\$ 12,911.04

Expenses:

Hydro Yard Light	\$	46.16	
Hydro Hall Lights	\$	106.45	
Chq # 83 Snow Removal	\$	266.70	
Chq #85 Hauling Chips (Playground)	\$	315.00	
Chq.# 84 Ditch Work	\$	577.50	
Shaw (Telephone)	\$	41.53	
Playground Account		\$ 2,184.73	
		\$ 3,538.07	\$ 3,538.07

General Account Balance Dec 31 1026 \$ 9,372.97

Playground Account Balance December 31 20 16 \$ 2,184.73

Bank Balance December 31 2016 \$ 11,557.70

Re: Request for funding for drainage and fencing of property surrounding Beaver Creek Hall.

① Estimate for drainage

NOTRE NUMÉRO / OUR NUMBER	657057
DATE	Jan 31 17
COMMANDE DU CLIENT / CUSTOMER'S ORDER	

VENDU À / SOLD TO <u>Beaver Cr. Community</u> ADRESSE / ADDRESS <u>Hall</u> <u>Estimate for Culverts</u> <u>email: dmhorst2@gmail.com</u>	LIVRÉ À / SHIP TO <u>Hornet Ex</u> ADRESSE / ADDRESS <u>730 1699</u>
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N° D'ENR. DE TAXE TAX REG. NO.	VENDEUR SALESPERSON	FAB FOB	CONDITIONS TERMS	VIA
-----------------------------------	------------------------	------------	---------------------	-----

QUANTITÉ QUANTITY	DESCRIPTION	PRIX PRICE	MONTANT AMOUNT
-			
	Move Excavator to Hall		150.00
	place Culverts		300.00
	Back fill with Dirt-		500.00
	Haul Dirt on to Ditch 15 loads at 100.00 per-		1500.00
	Culvert price delivery plus price of culverts,		2500.00
	180 ft of "2" Foot Culvert- plus Couplers		
	Labour-		400.00
			5350.00
			plus G.S.T. 5% 267.50
			TOTAL \$5617.50

② estimate for fencing of play ground and playing field.

March 1, 2016

Fenceline Products Ltd

929 Church Rd Parksville BC V9P 2B8 Tel: 250-248-3122 or 1-800-804-5463 Email: fence@telus.net

Budget Quotation

Beaver Creek Community Hall
c/o David Horst

Phone: 723-7796
Fax:
Cell:
E-mail: dmhorst2@gmail.com

We are pleased to submit our budget quotation for chainlink fencing at the Beaver Creek Community Hall in Port Alberni as per your request.

(A) Regular Weight Pipe Framework

To supply & install 634 lineal feet of 48" high chainlink fence & two single swing chainlink gates as per specs below.

- 9 gauge 48" high galvanized chainlink mesh
- 1-5/8" od galvanized regular pipe top rail
- 1-7/8" od galvanized regular line posts
- 2-7/8" od galvanized regular end, corner & gate posts
- Two single swing chainlink gates approx. 3ft opening each c/w hardware
- Posts concreted in the ground

Price for material & installation: \$10,776.00. GST Extra.

(B) Schedule 40 Weight Pipe Framework

To supply & install 634 lineal feet of 48" high chainlink fence & two single swing chainlink gates as per specs below.

- 9 gauge 48" high galvanized chainlink mesh
- 1-5/8" od galvanized schedule 40 pipe top rail
- 1-7/8" od galvanized schedule 40 line posts
- 2-7/8" od galvanized schedule 40 end, corner & gate posts
- Two single swing chainlink gates approx. 3ft opening each c/w hardware
- Posts concreted in the ground

Price for material & installation: \$11,998.00. GST Extra.

Continued on page 2...



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: February 22, 2017

Subject: 1st Reading of the 2017-2021 Financial Plan

Recommendation:

THAT the Board of Directors give first reading to Bylaw cited as 'Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan'.

Summary:

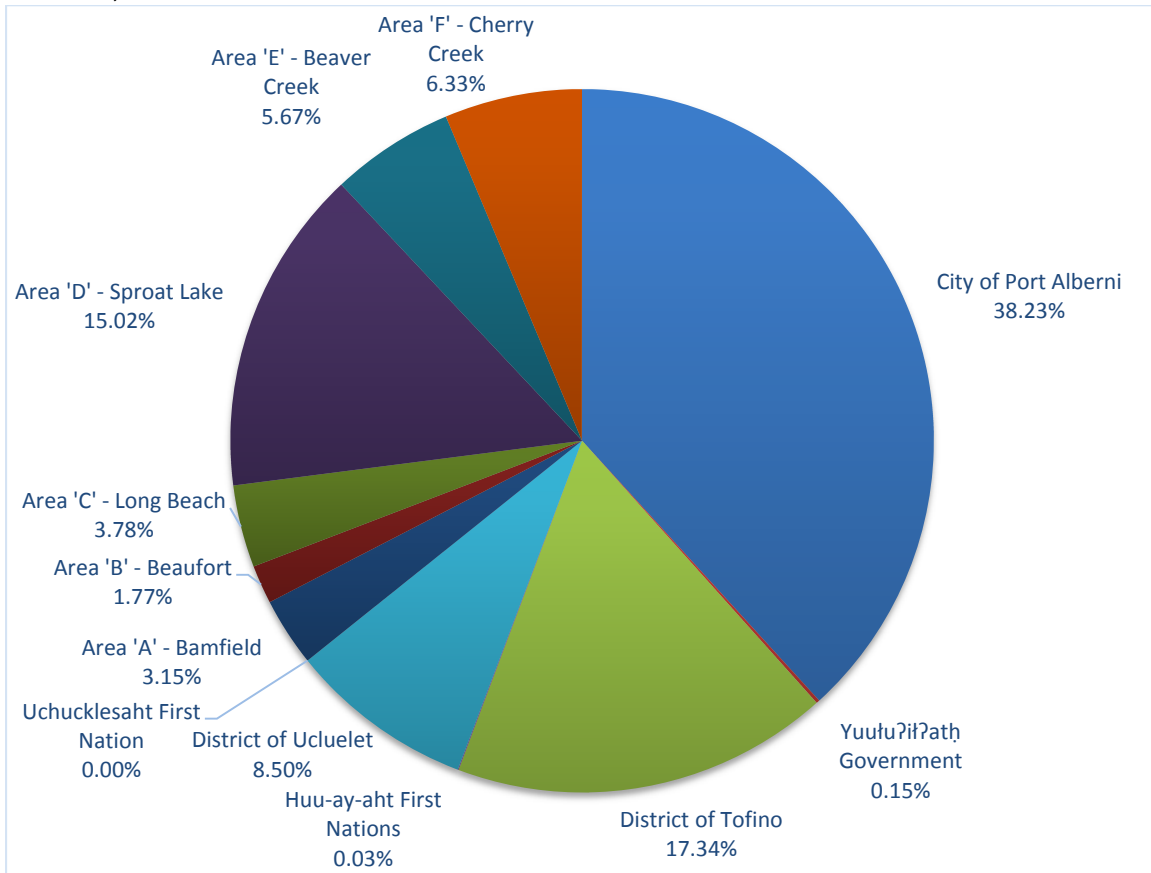
The draft for first reading of the 2017-2021 Financial Plan has been developed in consultation with ACRD staff, consultants, volunteers, committees and directors. It reflects the routine operating costs of existing services and the strategic initiatives as identified by the Board during the priority-setting workshop.

Staff time is required to support all of the services of the Regional District. The administration charge for support staff and direct labour and benefits components of the budget are developed by allocating the time of each staff person to the services they support. This process is reviewed annually and considers regular operations as well as projects or initiatives. It is created with input from all staff members and is reviewed by both the managers and the Chief Administrative Officer to ensure all services are adequately supported and to complete the expected workplan.

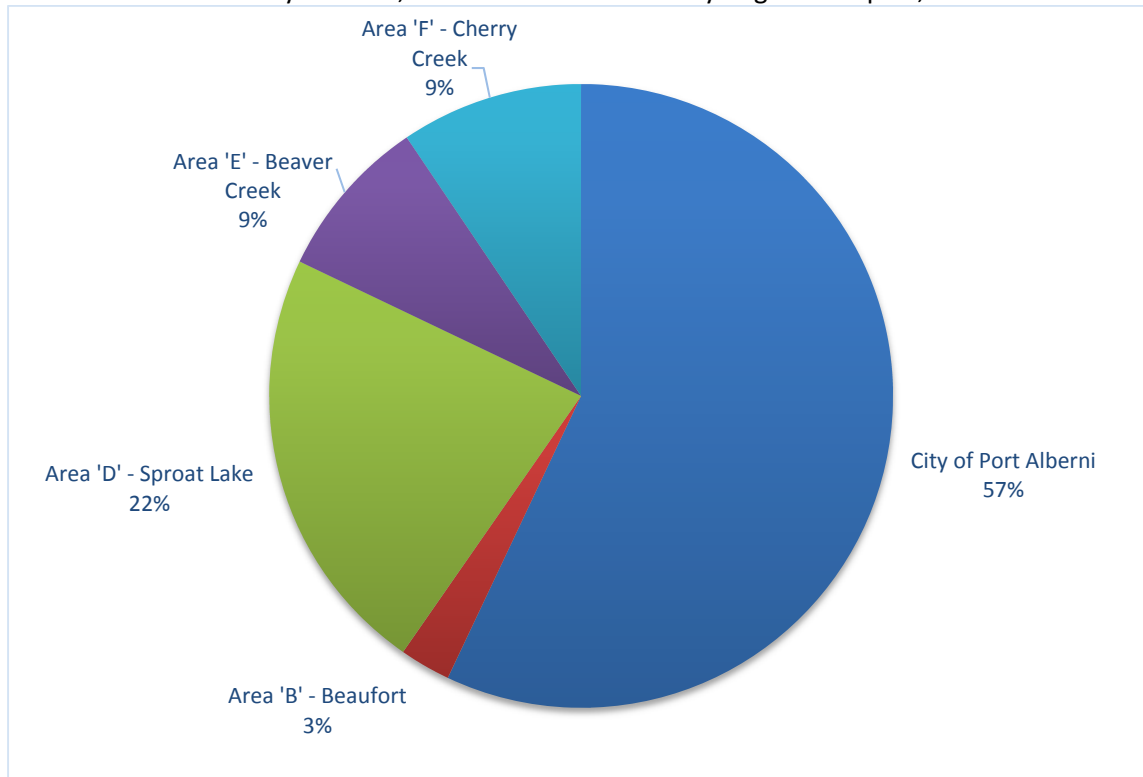
The Regional District apportions the tax requisition based on converted land and improvements. The table below shows the total converted land and improvements for 2017 and the percentage change from the prior year.

Region	Total Converted Land & Improvements	% Change from Prior Year
City of Port Alberni	239,341,196	7.29%
District of Tofino	108,535,898	11.38%
District of Ucluelet	53,240,018	3.74%
Yuułuʔiłʔatḥ Government	956,892	-0.13%
Huu-ay-aht First Nations	206,077	0.62%
Uchucklesaht Tribe	-	0.00%
Toquaht Nation	-	0.00%
Area 'A' – Bamfield	19,749,580	-0.81%
Area 'B' – Beaufort	11,105,603	5.52%
Area 'C' – Long Beach	23,689,622	-2.32%
Area 'D' – Sproat Lake	94,064,473	7.40%
Area 'E' – Beaver Creek	35,515,249	4.81%
Area 'F' – Cherry Creek	39,656,476	5.59%
Total	626,061,084	6.71%

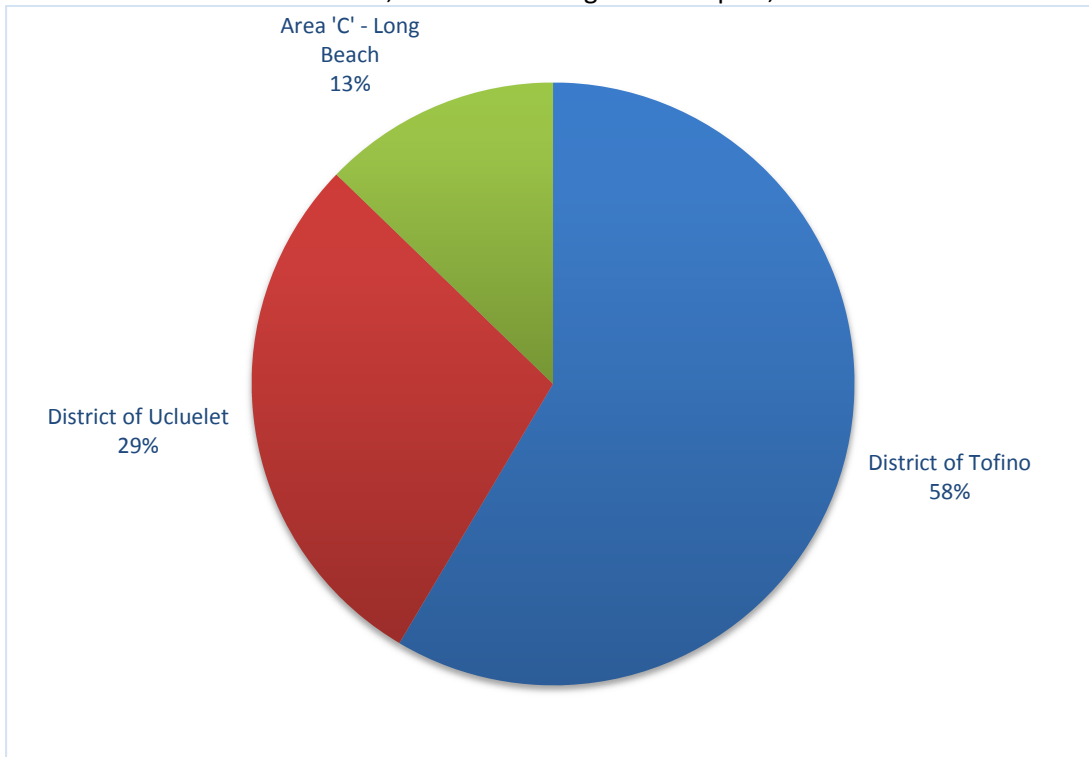
Based on the converted assessed values above the apportionment of services that are shared by all members, such as General Government, is as follows:



The apportionment of Alberni Valley services, such as the Alberni Valley Regional Airport, is as follows:



The apportionment of the West Coast services, such as the Long Beach Airport, is as follows:



Highlights:

Attached (separately) is the draft of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan. The following are highlights for 2017:

- **E911 Emergency Telephone System** – The North Island 9-1-1 Corporation adopted the 2017 budget on January 27, 2017. The total corporation requisition increased by 3.8% from 2016.
- **General Government Services** – The focus of this service will be on asset management, occupational health and safety initiatives, further accessing grant funding and participation in the climate action charter. An increase in staff time to this service has been planned to action these projects.
- **Grants in Aid** – A Committee of the Whole meeting was held on February 8, 2017 to consider the 2017 Grant-in-Aid applications received. A spreadsheet of the decisions made on the 2017 applications has been attached to this memo.

Toquaht Nation has since discussed the applications and has provisionally approved the following contributions:

- Alberni Valley Rescue Squad \$100
- Westcoast Inland Search and Rescue \$100
- West Coast Aquatic Management Association \$200
- Central Westcoast Forest Society \$200
- Westcoast Community Resources \$200

These contribution have been included in the applicable budgets but are subject to final approval by Toquaht on March 21st.

- **Regional Parks** – The focus for the year is to determine Board direction on the Regional Parks Plan. A sub-committee of the Board has been established to assist in developing options.
- **Building Inspection** – It is anticipated that the workload in this service will return to historical levels after an incredibly busy 2016 due to the Building Inspectors providing contract services to the Districts of Tofino and Ucluelet.
- **Electoral Area Administration** – Staff plan to complete numerous Gas Tax initiatives during 2017. Approximately \$1 million dollars of Gas Tax funding remains unallocated this year and the Electoral Area Committee will be reviewing potential projects during the year as either staff or the Directors present them.
- **Management of Development, Rural Areas** – The zoning bylaw is near the final stage of completion as it is

currently ready for a referral process to other agencies in advance of public hearings.

- **Vancouver Island Regional Library** – The Vancouver Island Regional Library Board of Trustees adopted the 2017 budget on September 17, 2016. The total corporation requisition increased by 4.25% from 2016.
- **Alberni Valley Emergency Planning** – The budget is based on the five-year plan that was created from the recommendations that resulted from Exercise Coastal Response. The initiatives include further training of Emergency Operations Center (EOC) representatives as well as better equipping the EOC and updating Emergency Plans and procedures.
- **Alberni Valley & Bamfield Waste Management** – This service will require a significant amount of staff time in 2017. In order to avoid the requirement of installing a landfill gas management system materials needs to be diverted from the landfill as soon as possible. Initiatives to divert gyproc, wood waste and will be investigated and hopefully implemented this year and organics within the next three years. Much of the background work has been completed and just needs to be actioned. A consultant will be utilized to assist in the process. The Bamfield Transfer Station will also undergo changes this year as a partnership with Huu-ay-aht First Nation and the Bamfield Marine Science Center is being explored in order to take a collaborative approach to dealing with waste in this remote community.
- **Alberni Valley Regional Airport** – The airport expansion project will be completed this spring with the lighting project estimated to be completed in the fall. This service will require a significant amount of staff time again in 2017 as these projects are completed.
- **Alberni Valley Regional Water – Proposed Service** – The Board did not identify this proposed service as a top priority this year and therefore minimal work will be done to progress this project. The report from the engineers will be presented to Catalyst and water purveyors of the Valley for their consideration.
- **Custom Transit** – This service is operated through BC Transit and Diversified Transportation. The budget is based on the information provided by BC Transit
- **Sproat Lake Marine Patrol** – The Marine Patrol service has been supported by a grant from Transport Canada for the past five years. Unfortunately the Alberni-Clayoquot Regional District has not been selected to receive the grant funding for 2017 and therefore a tax requisition is required to support this service.
- **Long Beach Airport** – The Airport Advisory Committee will be proceeding with a marketing plan of the Long Beach Airport this year including the creation of a stand-alone website. Flightway clearing and vegetation management are a key focus of the airport this year as well as the connection to the newly installed Parks Canada water system.
- **West Coast Emergency Coordination – Proposed Service** – This proposed service is to not designed to replace the existing emergency planning operations in each of the West Coast Communities but instead to enable the sharing of information and coordination between the organizations to better support each other.
- **West Coast Emergency Planning** – Linda Myres has developed the emergency planning budget for Bamfield. The Long Beach Emergency Planning budget includes the annual contract for support from the District of Ucluelet as well as funding to hire an contractor to develop an emergency plan for the populated area including Salmon Beach.
- **West Coast Multiplex Service** – In 2016, a grant was provided by Tla-o-qui-aht First Nation to develop the feasibility plan and design. This work will be completed this year and the West Coast Committee intends to conduct a survey of the area residents following the completion of the work.
- **West Coast Waste Management** – The focus of this service in 2017 will be diverting materials from the landfill. The logistics of developing initiatives to divert in a remote area such as the West Coast creates extra complications and the intent will be to develop projects that can be resourced locally.
- **Arena** – The Alberni Valley Multiplex debt will be retired in 2021.
- **Bamfield Volunteer Fire Department** – In addition to regular operations this year the department is planning to purchase a new fireboat to service the area.
- **Bamfield Water System** – A Water Treatment Plant will be installed this year. This plant is required to address the water quality issues of the area and is being partially funded by Gas Tax and the remaining will be funded by borrowing.
- **Millstream Water System** – Upgrades to this service will be done following an infrastructure assessment of the system. Gas Tax funds have been allocated to support this work.
- **Salmon Beach** – Capital project anticipated in this area include upgrades to the boat ramp, professional

evaluation of the sewage system, potential paving of sensitive road areas, and the development of a community well.

- **Sproat Lake Community Park** – A significant expansion of the trail network in Sproat Lake is planned. This project will be partially funded by Gas Tax and the other portion through the parks capital reserve.
- **Sproat Lake Volunteer Fire Department** – The department was very busy in 2016 and spent all of their budget including the \$75,000 surplus that had been carried forward from the previous year. This will result in an increase in tax requisition for 2017 despite the overall budget being similar to the prior year.
- **Beaver Creek Community Park** – An additional \$10,000 has been budgeted in 2017 at the Director’s request to correct safety concerns at the two community parks. Local fundraising efforts raised \$5,000 in 2016 to go towards the development of a playground at Nordstrom Park.
- **Beaver Creek Volunteer Fire Department** – A compound area will be developed in cooperation with the Beaver Creek Water System to provide a secure location to store items and complete training.
- **Beaver Creek Water System** – Our engineers are currently completing an infrastructure assessment of the system and a review of the Development Cost Charges will be done after the assessment is completed.
- **Cherry Creek Community Park** – An upgrade of the trail along Cherry Creek Road is planned for this year with some funding provided by a Bike BC grant.

Time Requirements – Staff & Elected Officials:

A significant amount of staff and elected official time has gone into the development of this budget.

Financial:

The total budget for 2017 is \$17.4 million. This is a decrease from the previous year of \$17.9 million. The budget is funding through land and improvement taxes, parcel taxes, grants, sales of service, surplus and other revenue. The tax requisition represents 28% or \$4.9 million of the total budget. This is an increase from the prior year of 25% or \$4.2 million. The parcel tax represents 5% of the total budget in 2017 as it did in the prior year.

Policy or Legislation:

The *Local Government Act* requires that the Regional District annually adopt a five year financial plan by March 31st. A public consultation process must be undertaken prior to adoption of the plan and staff is currently conducting meetings in many of the ACRD areas and will hold a public meeting at the ACRD office on March 15th at 6pm.

Disclosure:

There may still be changes to the 2016 actual amounts as year-end adjusting entries have not been completed.



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



Approved by: per: _____
Russell Dyson, Chief Administrative Officer

Name	2016 Granted	Participants	2017 Request	Muni's & EA's	AV Grant	WC Grant	Other Grant	Participants
GIA 1 - Air Quality Council	\$5,000.00	CPA, A, B, D, E, F	\$12,000.00				\$10,000.00	CPA, A, B, D, E, F (\$5,000 in kind)
GIA 2 - Alberni District Fall Fair	\$1,000.00	Muni & EA's	\$1,000.00	\$1,000.00				In Kind
GIA 3 - Alberni Valley Chamber of Commerce	\$1,000.00	A	\$12,000.00				\$1,000.00	A
	\$1,000.00	D					\$1,000.00	D
	\$1,000.00	E					\$1,000.00	E
	\$1,000.00	F					\$1,000.00	F
GIA 4 - Alberni Valley Rescue Squad	\$6,000.00	Muni & EA's	\$12,000.00	\$6,000.00				
GIA 5 - Music by the Sea	\$2,000.00	Muni & EA's	\$3,000.00	\$2,000.00				
GIA 6 - Port Alberni Marine Rescue Society	\$6,000.00	AV	\$6,000.00		\$6,000.00			
GIA 7 - Port Alberni Maritime Heritage Society	\$5,000.00	AV	\$5,000.00		\$5,000.00			
GIA 8 - Vancouver Island North Film Commission	\$7,500.00	Muni & EA's	\$10,000.00	\$7,500.00				
GIA 9 - Westcoast Inland Search & Rescue	\$6,000.00	Muni & EA's	\$6,000.00	\$6,000.00				
GIA 10 - West Coast Aquatic Management Association	\$17,000.00	Muni & EA's	\$17,000.00	\$17,000.00				
GIA 11 - Alberni Valley Wrestling Club	\$1,500.00	Muni & EA's	\$2,500.00	\$1,500.00				
GIA 12 - Central West Coast Forest Society	\$3,500.00	WC	\$3,500.00			\$3,500.00		
GIA 13 - Strawberry Isle Marine Research Society	\$1,000.00	Muni & EA's	\$2,500.00	\$1,000.00				
GIA 14 - Port Alberni Victim Services Society	\$26,000.00	CPA, A, D, E, F	\$26,000.00				\$26,000.00	CPA, A, D, E, F
GIA 15 - Alberni Valley Hospice Society	\$10,000.00	AV	\$9,800.00				\$2,500.00	CPA, A, B, D, E, F
GIA 16 - Art Matters Society	\$1,600.00	CPA, E	\$3,000.00					Denied
GIA 17 - Alberni Valley Crime Stoppers	\$0.00		\$5,000.00					Denied
GIA 18 - Westcoast Community Resources	\$0.00		\$5,000.00			\$5,000.00		
GIA 19 - Alberni Valley Community School Society	\$0.00		\$3,000.00					Denied
GIA 20 - Alberni Valley Transition Towns Society	\$2,272.00	Muni & EA's	\$4,200.00		\$2,000.00			
GIA 21 - Literacy Alberni Society	\$0.00		\$10,000.00					Denied
GIA 22 - Carving on the Edge Festival Society	\$0.00		\$2,500.00	\$2,500.00				
GIA 23 - Beaver Creek Community Club	\$0.00		\$10,000.00					Refer back to Board
GIA 24 - Cherry Creek Community Recreation Commission	\$0.00		\$20,000.00				\$1,000.00	B
							\$3,000.00	E
							\$16,000.00	F
McLean's Mill	\$29,900.00	B, D, E, F	\$29,900.00				\$29,900.00	B, D, E, F
Economic Development	\$5,000.00	Tofino					\$0.00	Tofino
	\$1,000.00	Ucluelet	\$1,000.00				\$0.00	Ucluelet
	\$2,500.00	A	\$2,500.00				\$2,500.00	A
	\$2,000.00	B	\$2,000.00				\$2,000.00	B
	\$1,000.00	C	\$1,000.00				\$0.00	C
	\$6,000.00	D	\$6,000.00				\$6,000.00	D
	\$6,000.00	E	\$6,000.00				\$6,000.00	E
	\$5,333.00	F	\$5,333.00				\$5,333.00	F
Bamfield Community Affairs	\$10,000.00	A	\$10,000.00				\$10,000.00	A
Sproat Lake Community Association	\$11,900.00	D	\$11,900.00				\$11,900.00	D
2016 - Alberni Valley Stakeholders Initiative to End Homele	\$20,000.00	Muni & EA's	\$0.00					
2016 - Alberni Valley Drag Racing Association	\$7,927.57	CPA, D, E, F	\$0.00					
2016 - Arrowsmith Amateur Radio Club	\$9,328.57	AV	\$0.00					
2016 - Port Alberni Jr. Hockey Society	\$700.00	Muni & EA's	\$0.00					2016 in kind
2016 - Wheels for Wellness	\$2,000.00	Area C	\$0.00					
Totals	\$225,961.14		\$266,633.00	\$44,500.00	\$13,000.00	\$8,500.00	\$136,133.00	
Total Committed 2017	\$202,133.00							
Increase/Decrease from Prior Year	-\$23,828.14							



Alberni-Clayoquot Regional District

Bylaw No. F1131

A bylaw to adopt the 2017 to 2021 Financial Plan

The Board of Directors for the Alberni-Clayoquot Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as the ***“Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan”***.
2. Schedule “A” attached hereto and forming part of this Bylaw is the 2017 to 2021 Financial Plan.

Read a first time this day of , 2017.

Read a second time this day of , 2017.

Read a third time this day of , 2017.

Adopted this day of , 2017.

Chairperson

Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

MEMORANDUM

TO: Russell Dyson, CAO and Regional Board of Directors

FROM: Charity Hallberg Dodds, Planning Assistant

DATE: February 16, 2017

RE: Public Hearing Report for Bylaws P1346, P1347 and P1350 (RE16007 Pelletier & RE16006 Colyn)

A Public Hearing for Bylaws P1346, P1347 and P1350 was held on Thursday, February 9, 2017 at the Alberni-Clayoquot Regional District office. The hearing was attended by Director McNabb, ACRD planning staff Mike Irg and Charity Hallberg Dodds, the applicants, and three (3) members of the public.

There was no correspondence received from the public. Referral agency responses were printed and made available for viewing at the public hearing. Concerns raised by neighbours to the RE16007 (6770 Beaver Creek Road) application included increased traffic through the adjacent panhandle driveway and negative impact on their privacy. The applicant explained his intention to build a fence between the two properties which will mitigate the impacts.

Recommendation

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

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

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

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

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

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

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

Submitted by:

Charity Hallberg Dodds, Planning Assistant

RE16006 & RE16007



Reviewed by: _____
Mike Irg, Manager of Planning and Development



Russell Dyson, Chief Administrative Officer



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES FEBRUARY 9, 2017 - ELECTORAL AREA 'E'

Minutes of a Public Hearing held on Thursday, February 9, 2017 at 7:00 pm in the Regional District of Alberni-Clayoquot Board Room, 3008 Fifth Avenue, Port Alberni BC.

Present: John McNabb, Electoral Area 'E' Director
Staff: Mike Irg, Manager of Planning & Development and Charity Hallberg Dodds,
Planning Assistant
Applicants: Jacob & Mitzi Colyn (RE16006), Valmond Pelletier & Marion Crawford (RE16007)
Members of the Public: 3

1. The meeting was called to order at 7:00 pm.
2. Director McNabb recognizes that we are within the Tseshah and Hupacasath First Nations' traditional territories then introduces himself and planning staff. He explains the purpose of the public hearing, including the two applications and associated bylaws. He then asks staff to read out the Notice of Public Hearing.
3. The notice is read by M. Irg as follows:

A Public Hearing for residents and property owners within Electoral Area "E" will be held in the Board Room at the Regional District of Alberni-Clayoquot office, 3008 Fifth Avenue, Port Alberni BC, at 7:00 pm on Thursday, February 9, 2017 to consider the following bylaws:

Bylaw P1346 to amend the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 by adding a new section titled "110D Cottage Residential (RC-1) District" with subsections.

Bylaw P1347 to amend the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 Atlas by rezoning LOT 8, DISTRICT LOT 162, ALBERNI DISTRICT, PLAN 1502 EXCEPT PARTS IN PLANS 12426, 17107 AND 20722 from Small Holdings (A1) District to Cottage Residential (RC-1) District to allow for construction of up to four (4) short-term vacation rental cottages.

(Valmond Pelletier & Marion Crawford, Property Owners – 6770 Beaver Creek Road)

Bylaw P1350 to amend the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 Atlas 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 to facilitate a two-lot subdivision.

(Jacob & Mitzi Colyn, Property Owners – 5633 Strick Road)

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

The Public Hearing for Bylaws P1346, P1347 and P1350 is to be held by the Director for Electoral Area 'E', the Alternate Director, or the Chairperson of the Regional Board, as a delegate of the



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES FEBRUARY 9, 2017 - ELECTORAL AREA 'E'

Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from January 27, 2017 to February 9, 2017, inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, Manager of Planning and Development

4. Director McNabb starts with application RE16007 and asks the applicants to explain their proposal.
5. V. Pelletier introduces himself and explains their proposal to develop vacation rental cottages on their property. They intend to start with two (2) cottages and if they are successful, they would like to eventually have up to four (4) in total. He clarifies that the cottages would be for short-term vacation rental only and would not be used as full-time permanent residences.
6. M. Irg mentions that a covenant restricting the use to short-term, 180 days per year, will be registered to the property.
7. Director McNabb then asks if any members of the public have questions or comments.
8. S. Borgstad introduces herself and explains that she is a neighbour to the applicant. She has concerns over protection of their privacy and an increase in traffic on the panhandle driveway. With the proximity of their home and location of their driveways, an increase in traffic would negatively affect their privacy and enjoyment of their property.
9. B. Brenneman introduces himself and supports the same concerns. He requests that the applicants be aware of their concerns and do what they can to accommodate them.
10. V. Pelletier explains that there are no other options for access due to the shape of the property and the panhandle driveway. He says that he is planning to build a six-foot fence along the shared property line which will provide a buffer from noise and traffic while maintaining privacy.
11. S. Borgstad and B. Brenneman are pleased with the fence suggestion and they leave the public hearing.
12. Director McNabb calls three times for further comments on the proposal before moving onto application RE16006. He then asks M. Irg to read out any written submissions.
13. M. Irg explains that no written submissions were received for either one of the applications and that technical agency referral comments were received and copies for both are available on the side table (Appendix 'A').



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
FEBRUARY 9, 2017 - ELECTORAL AREA 'E'

14. Director McNabb asks the applicants to explain their proposal.
15. J. Colyn explains their intention to subdivide their property into two lots, creating one with the existing home.
16. Director McNabb asks if anyone has any questions. He mentions he will not call three times for further comments as there are no members of the public present.
17. V. Pelletier asks for clarification of the following board meetings and how the readings of the bylaws work. He also asks about the fencing requirements.
18. J. Colyn asks if the applicants need to attend the following board meetings.
19. M. Irg explains to V. Pelletier that he can discuss the fence requirements with Planning staff at the office. He then clarifies that all of the bylaws will go to the February 22nd board meeting for second and third readings, then to another meeting for adoption, and the attendance of the applicants is not necessary.
20. Director McNabb explains that no member of the Board of Directors can have any discussions or receive any new information related to these applications prior to the February 22nd board meeting. If the applicants or anyone else has questions, they are to discuss them with Planning staff. Prior to making their decision on the bylaws, the Board of Directors will receive full minutes of the hearing.
21. Director McNabb calls three times for further representations on the bylaws. Hearing none, he terminates the hearing at 7:16 pm.

Certified Correct:

John McNabb, Director for Beaver Creek

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1350 ACRD FILE NO.: RE16006

APPLICANT NAME: Jacob & Mitzi Colyn ACRD CONTACT: Mike Irg

Date of Referral: November 25, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

The subdivision has a minimal impact on the water system infrastructure and could easily be serviced from Strick Road and does not involve a road crossing.

The current basic cost of a new water service is \$3,800 or all costs associated with the install, (whatever is greater) - Bylaw F1119.

There would be a capital contribution charge of \$1,000 per dwelling unit, whether such dwelling unit is a single family residence, an apartment building unit, mobile home or residential trailer, a suite or otherwise - BCID Bylaw 148.

Agency (please
print):

Alberni-Clayoquot Regional District

Name (please print): Andrew McGifford, CPA, CGA Title: Manager of Environmental Services

Signature:  Date: November 30, 2016



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1350

ACRD FILE NO.: RE16006

APPLICANT NAME: Jacob & Mitzi Colyn

ACRD CONTACT: Mike Irg

Date of Referral: November 25, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please
print):

Beaver Creek Volunteer Fire Dept.

Name (please print):

Charlie Starratt

Title:

Fire Chief

Signature:

Date:

Nov. 28, 2016

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1350 ACRD FILE NO.: RE16006

APPLICANT NAME: Jacob & Mitzi Colyn ACRD CONTACT: Mike Irg
Date of Referral: November 25, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

That I see this application through the referral process with the Min. of Transportation + Infrastructure to ensure the proposal meets the intent of Island Health's Subdivision Standards

Thank You
Glenn J. Gibson

Agency (please print):

Vanc. Isl. Health Auth.

Name (please print):

Glenn J. Gibson

Title:

EHO

Signature:

Date:

Nov 28/16



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1350

ACRD FILE NO.: RE16006

APPLICANT NAME: Jacob & Mitzi Colyn

ACRD CONTACT: Mike Irg

Date of Referral: November 25, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

[Large empty rectangular box for notes or comments]

Agency (please
print):

Alberni-Clayoquot Regional District


Name (please print):

Luc Stefani

Title:

Building Inspector

Signature:



Date:

01/10/2017



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1350 ACRD FILE NO.: RE16006

APPLICANT NAME: Jacob & Mitzi Colyn ACRD CONTACT: Mike Irg

Date of Referral: November 25, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

The Ministry has no objections to the bylaw amendments.

Please note, all review relating to subdivision of the subject lot will be assessed at the time of subdivision application.

If the applicant wishes to construct the unconstructed portion of Croteau Road to access the property, a valid access permit will need to be obtained from the Ministry.

Agency (please
print):

Ministry of Transportation and Infrastructure

Name (please print):

Morganne Franssen

Title:

District Development Technician

Signature:

Date:

December 6, 2016



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1346 & P1347 ACRD FILE NO.: RE16007

APPLICANT NAME: Valmond Pelletier & Marion Crawford

ACRD CONTACT: Alex Dyer, Planner

Date of Referral: November 21, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

The Beaver Creek Water Service can provide an upgraded water service to this property with the current infrastructure on Beaver Creek Road. The current service line would be inadequate to service that many buildings and should be upgraded to a dual line or a larger single service line. The proponent and water services can review the best option for cost and service requirements.

Bylaw F1119 - In order to upgrade the service a road crossing must be made and a permit with Ministry of Transportation and Infrastructure must be obtained. This would require trenching, mole or directional drill to complete. Flaggers would be required at this heavy traffic area. The cost of the work is anticipated to be greater than the basic water service upgrade cost of \$3,800. If trenched the time of year is important as the repaving cannot be done until the spring which would impact roads conditions.

The four cottages are to provide a Capital Contribution Charge of \$1000 (\$4,000 total) as per BCID Bylaw 148.

Agency (please
print):

Alberni-Clayoquot Regional District

Name (please print):

Andrew McGifford

Title: Manager of Environmental Services

Signature:

Date: November 23, 2016



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1346 & P1347 ACRD FILE NO.: RE16007

APPLICANT NAME: Valmond Pelletier & Marion Crawford

ACRD CONTACT: Alex Dyer, Planner

Date of Referral: November 21, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

[Large empty rectangular box for additional information or comments]

Agency (please
print):

Beaver Creek Volunteer Fire Dept.

Name (please print):

Charlie Starratt

Title: Fire Chief

Signature:

Date: Nov. 28, 2016

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1346 & P1347 ACRD FILE NO.: RE16007

APPLICANT NAME: Valmond Pelletier & Marion Crawford

ACRD CONTACT: Alex Dyer, Planner

Date of Referral: November 21, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

An up-dated Record of Sewerage System will
be required for a Building Permit....

Thank You

Agency (please
print):

VIHA

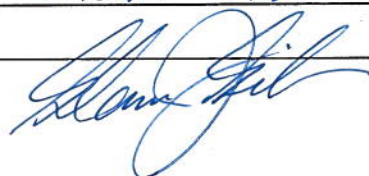
Name (please print):

Glenn GIBSON

Title:

EHO

Signature:



Date:

Nov 21/16



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1346 & P1347 ACRD FILE NO.: RE16007

APPLICANT NAME: Valmond Pelletier & Marion Crawford

ACRD CONTACT: Alex Dyer, Planner

Date of Referral: November 21, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please
print):

ACRD Building Inspection

Name (please print):

Luc Ste...

Title: Building Inspector

Signature:

Date: 01/10/2017



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1346 & P1347 ACRD FILE NO.: RE16007

APPLICANT NAME: Valmond Pelletier & Marion Crawford

ACRD CONTACT: Alex Dyer, Planner

Date of Referral: November 21, 2016

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Applicant to obtain a commercial access permit from the Ministry of Transportation and Infrastructure prior to any commercial use.

Agency (please
print):

Ministry of Transportation and Infrastructure

Name (please print):

Morganne Franssen

Title: District Development Technician

Signature:

M Franssen

Date: November 25, 2016

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1346

OFFICIAL ZONING TEXT AMENDMENT

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw 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 the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1346.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding section “110D Cottage Residential (RC-1) District” and subsections to read as follows:

110D Cottage Residential (RC-1) District

This district provides for small scale cottage development, compatible with residential neighbourhoods, and primarily intended to provide temporary accommodation on a short term basis to visitors and seasonal workers.

110D.1 Uses Permitted

- (1) One single family dwelling
- (2) Cottages, subject to section 110D.2, below
- (3) Home occupations, subject to section 6.7
- (4) Accessory buildings and uses subject to Section 6.5

110D.2 Conditions of Use

- (1) For single family dwellings, the minimum floor area on the main floor shall be 83.6 square metres (900 square feet).
- (2) For cottages, the minimum floor area on the main floor shall be 27.8 square metres (300 square feet) and the maximum floor area on the main floor shall be 46.5 square metres (500 square feet).
- (3) No cottage shall be constructed within a required front, rear or side yard.
- (4) There shall be a separation distance of at least 9.14 metres (30 feet) between

cottages and between cottages and a permitted single family dwelling on the same legal parcel.

- (5) There shall be a maximum of five units per legal parcel or a density of one unit per 1,000 square metres (10,763 square feet) of lot area, whichever is the lesser. For the purposes of this section, a “unit” refers to both single family dwellings and cottages.
- (6) In no circumstances shall Section 110D apply to any lot not having a single family dwelling constructed and located thereon; nor shall Section 110D apply to any lot less than 2 acres in area having 2 separate single family dwellings constructed and located thereon by virtue of Section 6.1(3) or Section 6.5(2)(h) of the Bylaw 15.
- (7) For clarity, cottages permitted under Section 110D.1(2) are intended to be occupied on a short term temporary basis only by transient visitors. Cottages are not intended to be occupied as the permanent residence of one or more persons.

b. By amending Section 200, Schedule II – Bulk and Site Regulations, to include the following line item:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (Feet)			Maximum Height (feet)
				Front	Rear	Side	
RC-1	90	0.6 acres	30%	40	30	15	35

c. By amending Section 4.3, Interpretation, to include “RC-1” on the line that references “R districts”.

d. By amending Section 5.1, Designation of Districts, to include “110D Cottage Residential (RC-1) District” in the Residential Section.

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

Read a first time this 9th day of November, 2016
 Public Hearing held this 9th day of February, 2017
 Read a second time this day of , 2017
 Read a third time this day of , 2017

Adopted this day of , 2017

Russell Dyson, CAO

Chair of the Regional Board

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1347

OFFICIAL ZONING ATLAS AMENDMENT NO. 689

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. P1347.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 8, DISTRICT LOT 162, ALBERNI DISTRICT, PLAN 1502 EXCEPT PARTS IN PLANS 12426, 17107 AND 20722 from Small Holdings (A1) District to Cottage Residential (RC-1) 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 9th day of November, 2016

Public Hearing held this 9th day of February, 2017

Read a second time this day of , 2017

Read a third time this day of , 2017

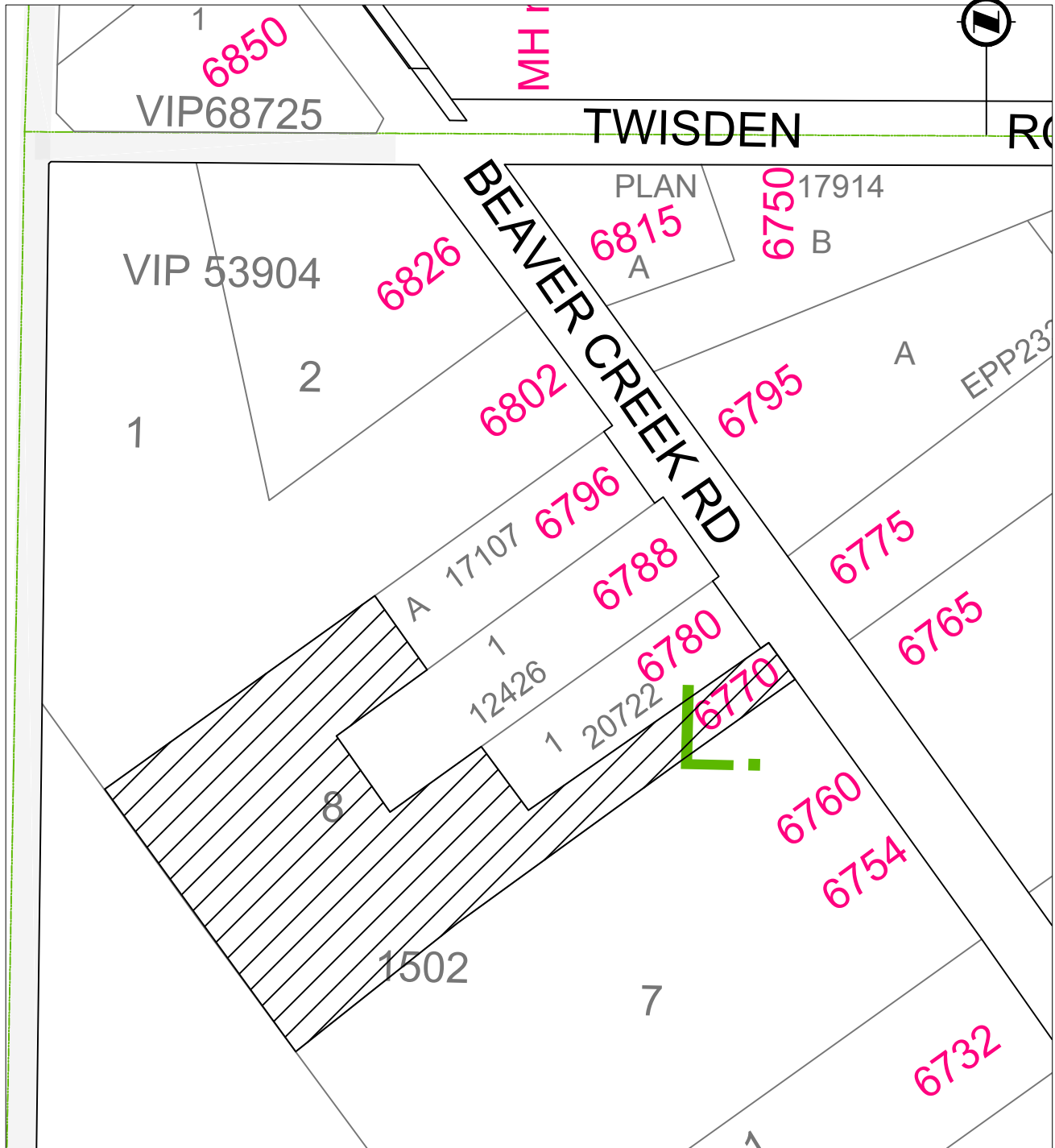
Adopted this day of , 2017

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1347



Legal Description: LOT 8 DISTRICT LOT 162 ALBERNI DISTRICT PLAN 1502 EXCEPT PARTS IN PLANS 12426 17107 AND 20722



To be rezoned from Small Holdings (A1) District to Cottage Residential (RC-1) District.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT



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 23rd day of November, 2016

Public Hearing held this 9th day of February, 2017

Read a second time this xxx day of xxx, 2017

Read a third time this xxx day of xxx, 2017

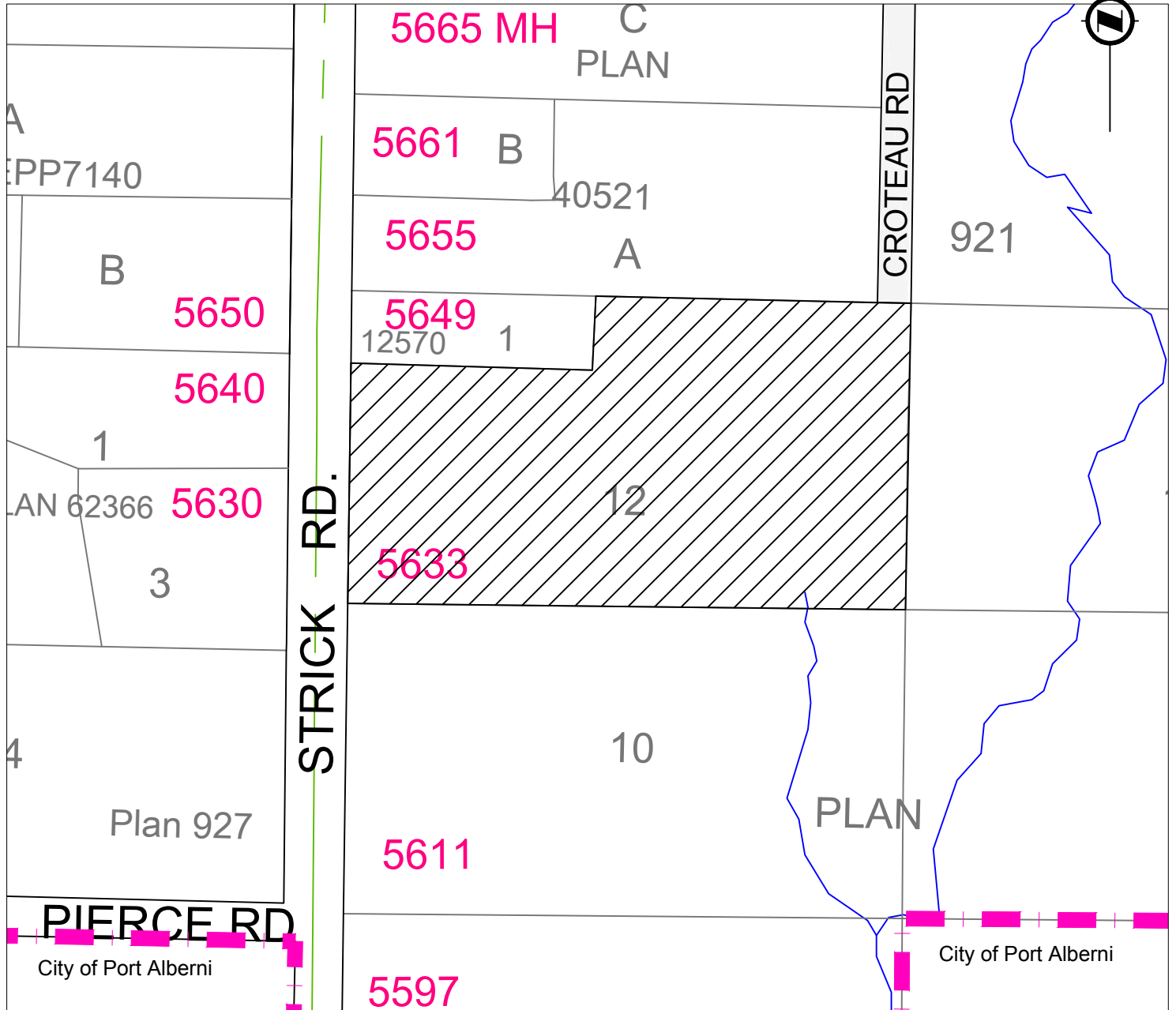
Adopted this xxx day of xxx, 2017

Russell Dyson, CAO

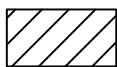
Chair of the Regional Board

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

MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Heather Zenner, Planner

Date: February 16, 2017

Subject: Review of Proposed *Land Act* Section 17 Conditional Withdrawal for the purpose of
Habitat Conservation for the Western Painted Turtle (*Chrysemys picta bellii*).

Recommendation:

*THAT the Board of Directors direct staff to provide a response to the Ministry of Forests, Lands and Natural Resource Operations stating that the proposed Land Act Section 17 Conditional Withdrawal for the purpose of Habitat Conservation for the Western Painted Turtle (*Chrysemys picta bellii*) not be supported due to the reasons outlined in this report.*

Background:

Pursuant to Section 17 of the *Land Act*, the Ministry of Forests, Lands and Natural Resources Operations (FLNRO) has proposed a conditional withdrawal of land for the purpose of habitat conservation for Western Painted Turtle (Appendix A). The proposed Section 17 would only apply to *Land Act* dispositions, and may allow dispositions that are deemed compatible with the purpose of Western Painted Turtle Habitat. These proposed Section 17 lands are located to the northwest of the Alberni Valley Regional Airport and northeast of Turtle Lake. The proposed Section 17 indicates that these lands are important areas for Western Painted Turtle conservation and that certain best management practices should apply. The proposed lands are all within the Obstacle Limitation Surface (OLS) of the Alberni Valley Regional Airport (AVRA).

The federal *Species at Risk Act* status for the Western Painted Turtle is endangered (facing imminent extirpation or extinction). The Committee on the Status of Endangered Wildlife in Canada (COSEWIC) reassessed this species in November 2016 and assessed it as Threatened. The western painted turtle species is Red (extirpated, endangered, or threatened) Listed in BC.

Comments:

This species is known to Regional District staff to be located in Turtle Lake and in the area known as the Airport Wetlands (Western Painted Turtle Survey on Galiano, Pender, and Vancouver Island, 2008).

MISC17003

ACRD is aware of other Best Management Practices/Management Objectives for the Western Painted Turtle such as:

- COSEWIC Assessment & Status Report on Western Painted Turtle (2006)
- CRD Species at Risk Wiki Project – Best Management Guidelines for Forestry Lands
- BC's Coast Region: Species & Ecosystems of Conservation Concern
- BC Frogwatch Program (Ministry of Environment)

The ACRD holds a Forestry Licence to Cut (FLTC) for a portion of the area that is proposed under the Section 17 Conditional Withdrawal area. ACRD acquired this FLTC in 2015 for the purposes of removing trees in the OLS. ACRD has not yet conducted any clearing in this area, but a significant number of trees protrude in the OLS and will need to be topped or removed. FLNRO has proposed to issue a FLTC to Greenmax resources in Block 209, covering the majority of the proposed Section 17 Conditional Withdrawal area. ACRD anticipates needing to expand our FLTC to include trees that may not be harvested under the Greenmax FLTC. As proposed, the Section 17 Conditional Withdrawal would not apply to ACRD's FLTC as the Section 17 is enacted under the *Land Act*, not the *Forest Act*.

The proposed Section 17 Conditional Withdrawal proposes Best Management Practices (BMP's) for Polygon 1 (breeding, foraging, hibernating habitat), BMP's for Polygon 2 (corridor habitat), and BMP's for Crown land outside of the proposed Section 17 Conditional Withdrawal area. The BMP's identify sizes of timber that can be cut or topped, timing of operations, recommendations to minimize disturbance, etc. While some of the BMP's could be supported, the topping practices as proposed could have the potential to require additional entries to remove lateral branches that will protrude into the OLS, subsequently having a larger impact on the turtle habitat.

The right to harvest is authorized under the *Forest Act* not under the *Land Act*, therefore it is unclear how harvest activities could be regulated as proposed under this Section 17 Conditional Withdrawal.

ACRD is committed to following all federal and provincial legislation aimed at protecting all species as has been demonstrated in past practices at both regional airports. Prior to conducting any clearing of the OLS in this area, ACRD would hire the appropriate Qualified Environmental Professional to prepare a prescriptive management plan that meets all applicable legislation.

FLNRO has indicated that a *Land Act* tenure application by ACRD is not required to manage the OLS in this area. Staff have determined that ACRD's interests could be potentially negatively impacted in the event that the Regional District is requested to acquire a tenure in this area under the *Land Act*.

While the regional district agrees with protection of the Western Painted Turtle, staff are concerned with the instrument that FLNRO is proposing under the *Land Act* and fail to see how the proposed Section 17 will protect the Western Painted Turtle.

Staff recommend that FLNRO reconsider the proposed Section 17 Conditional Withdrawal and consider working with Airport Operations staff who have experience with full stem tree removal as well as tree topping to maintain the OLS in the context of Western Painted Turtle habitat conservation.

Recommendation:

*THAT the Board of Directors direct staff to provide a response to the Ministry of Forests, Lands and Natural Resource Operations stating that the proposed Land Act Section 17 Conditional Withdrawal for the purpose of Habitat Conservation for the Western Painted Turtle (*Chrysemys picta bellii*) not be supported due to the reasons outlined in this report.*

Submitted by:



Heather Zenner, Planner

Reviewed by:



Mike Irg, Manager of Planning and Development



For: Russell Dyson, Chief Administrative Officer

Proposal for Designated Use Area (Section 17 conditional withdrawal, *Land Act*)

Purpose: Western Painted Turtle habitat conservation

Rationale for proposal: Western Painted Turtle (*Chrysemys picta bellii*) Pacific Coast population is red-listed in BC and Endangered under federal *Species at Risk Act*, and consequently breeding locations and associated habitat should be protected to ensure conservation of this species. Important habitat features to conserve include nesting grounds (southern aspect exposure, light well-drained soils with little vegetation, generally up to 150m from aquatic habitat), foraging habitat (warm, shallow, slow-moving water with emergent vegetation), overwintering habitat (water 0.5-3m deep near shore, submerged woody debris, substrate with silt/sand and organics), basking sites and overland travel routes for seasonal migrations. The overland travel routes facilitate dispersal and therefore gene-flow between sites. They should be free of obstructions such as roads to avoid vehicle-induced mortality, although underpass structures such as culverts may assist in connectivity for some species.

This area within this Section 17 withdrawal is within the Port Alberni Airport line-of-sight and is subject to height restrictions ranging from approximately 9-30m. Much of the area will be cleared of existing young or mature forest to meet these restrictions. This Section 17 reserve indicates that these are important areas for Western Painted Turtle habitat conservation and certain best management practices should apply (see 'Proposal impact on existing or potential land use'). These practices will also help to maintain habitat for wetland-dependent amphibians including Northern Red-legged frog (provincially red-listed species) and Western Toad (provincially blue-listed species); both species are listed as Special Concern under federal *Species at Risk Act*. They will also help maintain habitat for a range of other wildlife including birds, bats, deer and bear.

Proposal impact on existing or potential land use: Within the boundaries of this Section 17 reserve young to mature forest covers the area surrounding the wetlands. This area is within a line-of-sight for the Port Alberni Airport and is subject to height restrictions (9-30m). Potential land use or works within this area will include forest clearing to meet height restrictions, but future land-uses are unknown.

The impacts this Section 17 reserve will have on existing or potential land use differ slightly based on polygon classification (see map below) and are as follows:

Section 17 Polygon 1– Breeding, foraging and hibernating habitat

Best Management Practices

- Preserve hydrologic integrity of wetland to avoid accelerating vegetated ingrowth, changes to water levels, and/or length of the hydroperiod.
- Minimize disturbance of riparian vegetation within 15m of the wetland (no heavy equipment, retain rooted shrubs, no deleterious substances).
- Trees which are or which may in near future extend above line-of-sight height restrictions may be topped just within line-of-sight height requirement to retain live, large diameter trees (to be kept maximum height possible). Small trees (<20cm diameter) can be cut to ground if necessary.

- Every approximately 30 m large diameter trees can be felled towards the wetland to provide basking logs. These felled trees should not interfere with existing basking sites such as rocks and logs.
- About 10% of large diameter (>30cm) fell trees should be left as coarse woody debris, and large diameter existing coarse debris on the forest floor (>30cm diameter and/or rotting) must not be disturbed.
- Particular care should be taken to ensure that the riparian area is intact on the south-facing side of the wetland, as these shores and rocks may be used as basking sites.
- Tree topping must occur outside of the breeding window for Western Painted Turtle, which takes place from May to mid-July, and the site should be undisturbed during this time. The optimal time for topping would be when turtles are hibernating, from late October to February or March, depending on conditions in particular years.

Rationale:

- There are two known nesting areas for Western Painted Turtles at the southwest extent of the large wetland on the adjacent private land, near Turtle Main. Enhancement of nesting habitat at one of the sites occurred in 2011, and it continues to be used by turtles and monitored. The wetland complex maintains a relatively large breeding population of turtles, and is used for hibernating, breeding, rearing and foraging.
- The above best management practices are meant to maintain or enhance western painted turtle habitat requirements. The fallen trees will provide basking logs within the wetlands, while the topped live/standing trees will help to maintain hydrological intactness (avoid significant changes in temperature, riparian areas, flow patterns, etc). The buffered area provides some terrestrial upland habitat for connectivity between the many small wetlands in this area.
- Amphibians such as Northern Red-legged Frog and Western Toad may use these larger wetlands for breeding and rearing, and overwinter in terrestrial upland habitat. Maintaining standing trees, riparian vegetation, and the natural level of coarse woody debris may enhance overwintering, foraging and dispersal habitat for these species as well.
- During a field visit, many other wildlife values were identified, particularly in the area between the two large wetlands. For example, bear scratch marks were observed on a tree, there were deer trails and bedding sites, several old growth snags with broken tops and cavities important for primary (e.g. woodpeckers) and secondary cavity nesters such as the Western Screech Owl, designated as Threaten by COSEWIC (2012). Shrub fringe around wetlands provides foraging and nesting habitat for a variety of songbirds.

Section 17 Polygons 2 – Corridor habitat

Best Management Practices

Same as Priority 1, except:

- Trees which are or which may in near future extend above line-of-sight height restrictions can be high-stumped (to the extent practicable). Prioritize high-stumping (or topping) for larger diameter trees to create snags (>30cm), small trees can be cut to ground if necessary.
- No need for falling of trees into wetland for basking logs.
- Tree topping/high-stumping should ideally occur outside of the breeding window from May to mid-July, for Western Painted Turtles, Red-legged Frogs, and Western Toad however could be done during this period if necessary.

Rationale:

- These wetlands are small and have ingrown vegetation, and thus do not provide breeding or rearing habitat for Western Painted Turtle. Some wetlands with open standing water may be used as foraging habitat, and the network of wetlands and connecting waterways may be important as corridors for turtle and amphibian dispersal.
- The smaller wetlands which are ingrown with vegetation may be used as foraging habitat by Western Toad and Red-legged Frog, both blue-listed in BC and listed as Special Concern by SARA, while the smaller wetlands with open water may be used as breeding habitat for Western Toad and Red-legged Frog. The riparian vegetation and snags provide habitat for birds and bats.

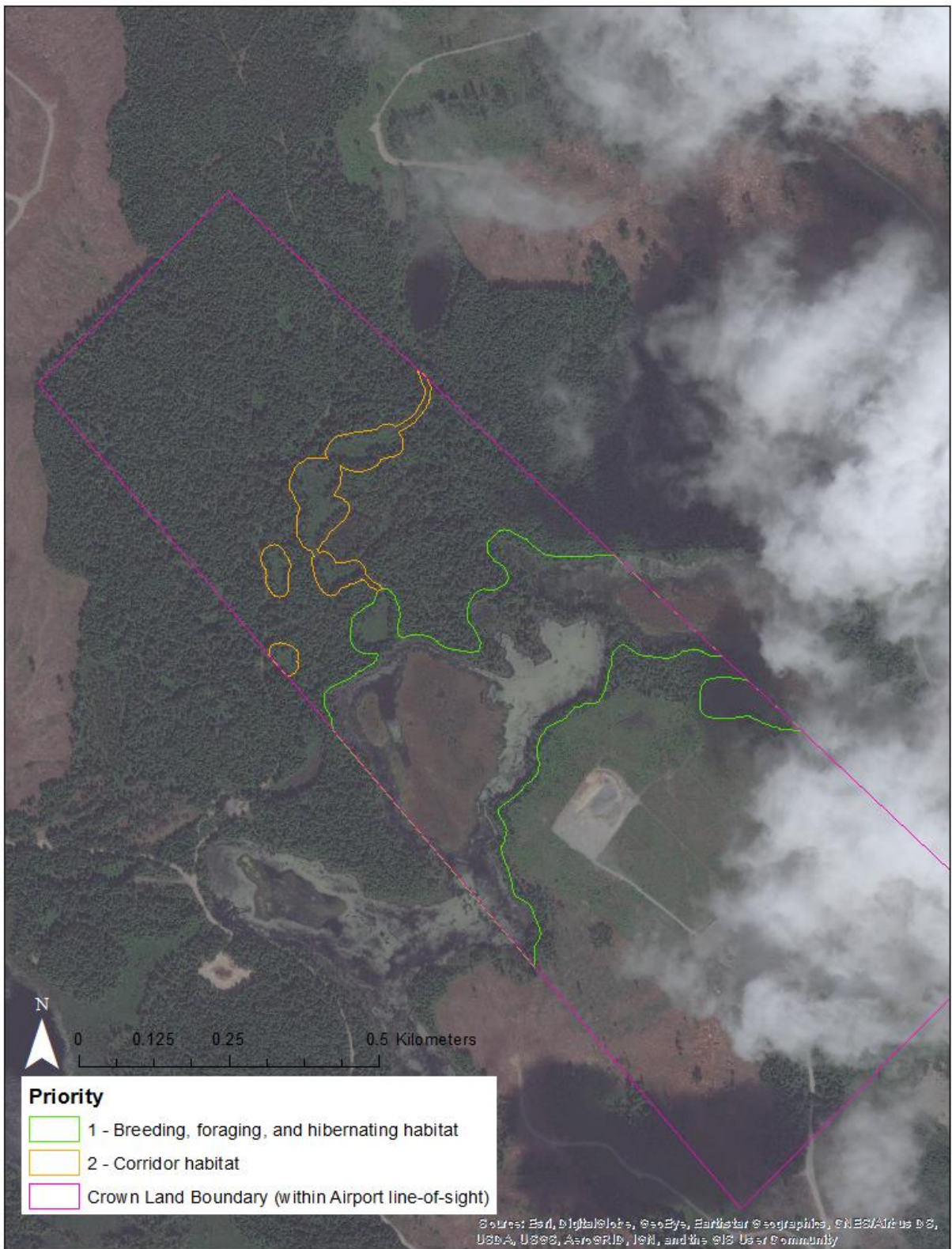
Crown land outside of Section 17 reserve

Best Management Practices:

- Clearing or topping can occur to meet line-of-site requirement
- Clearing can occur at any time of year
- Do not re-activate road to southwest edge of Crown polygon (NW of large wetlands); this was de-activated by Island Timberlands to obstruct access to Western Painted Turtle breeding sites by the ATVs and reduce disturbance to turtle nesting areas.
- If road must cross lower priority wetland network, consider installing culverts to retain hydrological pattern and for amphibian access and travel connectivity.
- Consider signage in area to indicate Western Painted Turtle crossing site and/or breeding habitat nearby.
- Where possible retain or create snags, leave some large diameter (>30cm) felled trees as coarse woody debris (<10% of felled trees), and retain existing large diameter coarse debris on the forest floor (>30cm diameter and/or rotting).

Rationale:

- Although Western Painted Turtles use upland habitat for dispersal and connectivity between breeding ponds, they are unlikely to be impacted by the clearing of the adjacent area as long as vegetated corridors remain in place.





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Mike Irg, Manager of Planning and Development

Date: February 17, 2017

Subject: Regional Growth Strategy Amendment – Regional District of Nanaimo

Recommendation:

THAT the Board of Directors accept "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016" which was amended January 24, 2017 and direct staff to respond that the Regional District's interests are unaffected.

Background:

The Regional District of Nanaimo (RDN) adopted the "Regional Growth Strategy Bylaw No. 1615" in 2011. Section 436 of the *Local Government Act* requires that proposed Regional Growth Strategy (RGS) bylaws and amendment bylaws be referred to member municipalities and adjacent Regional Districts for acceptance after holding a public hearing and before the RDN can consider adoption of the bylaw.

The bylaw amendment will add wording to the Amendment Approval Process in the RDN's Regional Growth Strategy to reflect types of amendment applications that are contemplated as part of a full Official Community Plan review. An amendment was made January 24, 2017.

ACRD Planning staff have reviewed the proposed bylaw in the context of our Official Community Plans and Zoning Bylaw and have determined the ACRD's interests are unaffected by the proposed RGS amendment bylaw.

Submitted by:

Mike Irg, MCIP, RPP
Manager of Planning and Development

Reviewed by:

Russell Dyson, Chief Administrative Officer

MISC17004

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

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
ADMINISTRATION							
1.	July 10/15	Develop: Long term plan for reconciliation	All	Y/N	Reconciliation Comm.	April 2017	Chair to discuss ACRD Reconciliation Strategy with the Board
2.	May 27/15	Assessment: Tseshaht First Nation water system expansion to Bell & Stuart roads	D	Y/Y	Russell	March 2017	Propose letter from Chair to TFN requesting update
3.	Sept. 16/15	Continue: Meeting with Tseshaht First Nation to discuss tenure at the AV Landfill	Alberni Valley	Y/Y	Russell	Ongoing	Landfill tour held on Jan. 30 th Letter from ACRD requesting support
4.	Mar. 22/16	Request: City of Port Alberni contribute matching funds as electoral area Gas Tax Allocation for AV Regional Airport improvements	Alberni Valley	Y/Y	Russell	March 2017	Letter sent to City/ EA Chair to request meeting with Council
5.	June 22/16	Review: Implications of the Fire Safety Act regulations coming into effect	A, D, E	N/Y	Dan Holder	March 2017	Report to Board in March
6.	Oct. 26/16	Investigate/Review: Procedures for Fire Chief and Officers recruitment and selection	A, D, E	Y/Y	Special Appointed Committee	May 2017	Committee to meet in March
7.	Jan. 25/17	Refer: Airport Strategic Positioning Initiative for AVRA and LB Airport for consideration by: WC Committee, AV & Bamfield Svs. Comm. & LB Airport Advisory Committee	Alberni Valley West Coast		Wendy		Referred to Committees for consideration during budget discussions/no interest at this time/Remove
8.	Jan. 25/17	Letter: to Toquaht Nation & Yuułu?iŋ?ath Government inviting to participate in the West Coast Multi-Plex service	West Coast	Y/Y	Russell	Feb 2017	In Progress/Toquaht committed

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
9.	Feb. 8/17	Draft: Letter to the Province requesting additional funding for rescue squad services in British Columbia	All	N/Y	Wendy	Feb. 21	
10.	Feb. 8/17	Work: with BC Transit on a feasibility study for a transit service between Tofino and Ucluelet			Russell	March	
11.	Feb. 8/17	Provide: support to the first responder transportation issues in Bamfield	A		Russell/ Dan	March	Ongoing – met BCEHS they are to respond
12.	Feb. 15/17	Investigate the development of a community improvement fund for Electoral Area “E” (Beaver Creek)	E	N/Y	Russell	March	
FINANCE							
13.	March 9/16	Create: Emergency Planning in 2017 Five Year Plan	AV Bamfield	Y/Y	Teri/ Dan H.	Feb. 15	Presenting to AV/Bamfield Committee
14.	Sept. 21/16	Meeting: with Long Beach Golf Club regarding lease & outstanding water fees	West Coast	Y/Y	Teri/ Wendy/ Andrew	March 2017	Meeting to be arranged between WC Comm. & LBGC
15.	Nov. 9/16	Meeting: with RHD Chair & IH reps regarding end of life program in region	All	Y/Y	Teri/ Shelli	April 2017	
16.	Feb. 8/17	Include: All approved GIA’s applications from COW Meeting in the Financial Plan for consideration of 1 st reading by the Board	All		Teri		Done/Remove
17.	Feb. 8 th	Parcel Tax Review Panel: Feb. 22 nd , 11:30am, ACRD Board Room, Directors McNabb, Wyton & T. Fong	EA’s	N/Y	Teri	Feb. 22 nd	Panel sitting advertised & arranged/remove
18.	Feb. 8 th	Include: 7 days staff time in general government services in 2017 to explore a transit service between Ucluelet and Tofino with BC Transit	West Coast	N/Y	Teri	Feb. 22 nd	Included in first reading of Financial Plan Bylaw/Remove

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
ENVIRONMENTAL SERVICES							
19.	Oct. 10/12 Jan. 25/17	Explore: Valley wide woodstove & backyard burning bylaws based on CPA's bylaw & report – Refer to EA Directors Meeting	Alberni Valley	Y/N	Andrew	April 2017	Options discussed will focus on educational and provide additional options
20.	Sept. 9/16	Refer to staff: District of Tofino correspondence re: working with Eco West on green infrastructure - Review & report back to WC Comm. & Board	West Coast	N/N	Andrew	March 2017	Included as option in WC Waste Management
21.	Mar.16/16	Staff direction: Complete waste reduction strategies as presented in the March 16 th Report, cost \$95,000	All	Y/Y	Andrew	Oct. 2017	2017 Budget Work Plan – Considering Landfill Gas Generation Report
22.	April 13/16	Work: with Huu-ay-aht First Nation/Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area & arrange a Community Meeting within next 6 months	A	Y/Y	Andrew	Dec 2017	In Progress - Follow-up meeting with working group in March to share data
23.	May 11/16	Invite: Island Health, Island Timberlands, Huu-ay-aht First Nation, Min. FLNRO to meet & discuss watershed management in the interests of water quality	A	Y/N	Andrew/ Heather	March 2017	In Progress
24.	Sept. 21/16	2017 Budget: WC Waste Service - purchase of 77 litre garbage containers up to a maximum of \$20,000	West Coast	Y/Y	Andrew	Feb. 2017	Partially delivered will complete asap/remove
25.	Sept. 21/16	Present: Amending Bylaw R1021, Garbage & Recyclable Materials Collection Amendment to include a charge of \$15 for recycling fees in 2017		Y/Y	Andrew	Mar. 8	Bylaw presented for consideration of adoption

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
26.	Sept. 21/16	Prepare: Amending Bylaw & RFD to the Board to proceed with RFP's to lease a 2-acre section of land at Long Beach Airport, corner of Lysander & Airport Road	West Coast	Y/Y	Andrew/ Janice		Awaiting zoning bylaw
27.	Sept. 21/16	Proceed: Steller Managements' letter of intent for the development plan for Lots C & D at Long Beach Airport	West Coast	Y/Y	Andrew		Will advertise when zoning addressed
28.	Sept. 21/16	Develop: Strategy and timelines to implement increased lease rates to match the market values developed by Pacific Rim Appraisals	West Coast	Y/Y	Andrew		Started with current leases up for renewal – others to be amended as they come up for renewal or expiry
29.	Oct. 12/16	Request: Air Quality Council to develop an education bulletin on effectively burning wood waste & the ACRD will distribute	Alberni Valley	Y/Y	Andrew	April 2017	Working with AQQ
30.	Nov. 9/16	Submit: Application to Clean Water & Wastewater Fund for the Bamfield Water System	A	Y/Y	Andrew	March 31 2017	Application submitted/Awaiting notification
31.	Dec. 9/16	Proceed: Tendering Northwest Road relocation as outlined in Dec. 2/16 report from Airport Superintendent - subject to approval to proceed from the Ministry of FLNRO	Alberni Valley	Y/Y	Andrew	March 2017	Waiting for FLNRO
32.	Dec. 9/16	Refer: RFD regarding AV Landfill Operations for consideration by the AV & Bamfield Services Committee	Alberni Valley	Y/Y	Andrew	Feb. 22 2017	For Board approval
33.	Jan. 11/17	Apply: Infrastructure Planning Grant for Millstream Water System	C	Y/Y	Andrew/ Janice	Feb. 1 2017	Submitted awaiting notification

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
34.	Jan. 11/17	Award: Installation of fully monitored automatic sprinkler system and monitoring at 3 rd Ave. Recycling Depot to Viking Fire Protection Inc.	Alberni Valley	Y/Y	Andrew/ Luc/ Janice	March 31 2017 complete	Viking signed contract and work has started at Depot
PLANNING							
35.	May 13/10	Proceed: Subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course following Airport rezoning	West Coast	Y/Y	Mike	March 2017	Options to West Coast Committee in March
36.	Nov. 14/12	Staff direction: Review and make recommendations on the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall	A		Mike		In progress – Waiting for direction from the Hall Committee
37.	May 27/15	Re-designate: major/minor streams within all electoral area official community plan areas	Electoral Areas	Y/Y	Mike	April 2017	
38.	May 27/15	Proceed: 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 as outlined in staff report dated Nov. 20/14 2014	C	Y/Y	Mike/ Luc	Spring 2017	
39.	April 13/16	Review: ACRD Fire Department recent truck repairs & investigate Fire Departments use of maintenance contract for light vehicles	A, D, E	Y/Y	Mike/ Luc	ASAP	Will include in RFP in spring

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of February 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
40.	Oct. 5/16	EA Committee directed staff: Conduct public input sessions to garner community input into options for dealing with short term vacation rentals	Electoral Areas	Y/Y	Mike		Spring 2017
41.	Oct. 12/16	Meeting: Invite wireless communication providers in the region to provide an update on plans in the region	All	Y/Y	Alex	March 2017	Invitation sent – following up on invite
42.	Nov. 9/16	Sign: Climate Action Charter & include cost implications in 2017 Budget	All	Y/N	Mike	April 2017	Signed – Staff report prepared for April
43.	Nov. 16/16	Forward: PRNP Traverse Trail plan to the Regional Parks & Trails Advisory Committee & investigate linking the trail from Ucluelet & Tofino	West Coast	Y/Y	Mike	March 2017	In progress
44.	Jan. 25/17	Investigate a bylaw for impounding and licensing of animals in the rural areas and report back to the Board	Rural Areas	Y/Y	Mike	April 2017	March Board

Electoral Areas: “A” (Bamfield), “B” (Beaufort), “C” (Long Beach), “D” (Sproat Lake), “E” (Beaver Creek), “F” (Cherry Creek)



Alberni-Clayoquot Regional District
Board of Directors Meeting Schedule
MARCH 2017

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, March 8 th	Board of Directors Meeting	1:30 pm - Regional District Board Room	Directors, Staff
	Hospital District Meeting	Immediately Following Above	Directors, Staff
Wednesday, March 15 th	Special Board of Directors Meeting – Public Consultation	6:00 pm – Regional District Board Room	Directors, Staff
Wednesday, March 22 nd	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Staff

Issued: February 17, 2017

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
JANUARY, 2017**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							1	512,929	1	468,050			2	980,979
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens													0	0
Commercial													0	0
Institutional	2	60,000											2	60,000
Industrial													0	0
Miscellenaous	2	2,000							1	75,159			3	77,159
Totals	4	62,000	0	0	0	0	1	512,929	2	543,209	0	0	7	1,118,138

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS						0	0

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2016	3	159,325	82	10,545,063					
2015	2	18,500	89	8,577,170					
2014	3	510,000	73	7,121,200					
2013	2	500,000	81	8,208,948					
2012	6	184	92	9,011,700					
2011	4	163,727	120	9,221,498					
2010	11	466,873	149	21,524,170					
2009	0	0	123	11,302,380	1999	2	213,050	80	3,348,092
2008	9	1,235,698	147	22,682,130	1998	9	185,980	75	3,320,890
2007	4	359,040	163	15,007,877	1997	2	244,000	104	10,025,166
2006	10	1,548,860	161	15,909,705	1996	4	365,000	128	9,050,554
2005	12	3,075,375	138	12,962,379	1995	3	101,000	116	9,641,300
2004	5	2,185,304	133	11,036,854	1994	9	693,000	151	7,915,500
2003	2	1,340,080	97	6,925,356	1993	13	962,000	167	10,864,000
2002	3	39,072	76	2,986,134	1992	6	259,000	173	11,192,500
2001	2	250,210	89	5,790,126	1991	4	305,520	126	7,155,120
2000	3	38,280	88	4,095,339	1990	5	258,000	118	6,323,900



North Island 9-1-1 Corporation
 serving the regional districts of Alberni-Clayoquot, Comox Valley,
 Mt. Waddington, Nanaimo (School District #69),
 Powell River, and Strathcona

File: 9-FIN

January 30, 2017

Sent via email: rdyson@acrd.bc.ca

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

Attention: Russell Dyson, chief administrative officer

Dear Sir:

Re: 2017 NI 9-1-1 adopted budget

The North Island 9-1-1 Corporation 2017 recommended budget was adopted at the January 27, 2017 meeting of the board.

The board has approved an increase to the requisition for 2017. The requisition has been increased by 3.8% to \$2,356,742. The 2016 assessed property values have increased overall by 3.1 % compared to 2015 values. With the requisition for 2017 increasing over the 2016 amount and the overall increase in property assessments in 2016, the tax rate levy per \$1,000 remains at \$.066 for 2017 (the 2016 rate was \$.066).

The table below provides the 2017 contribution amounts for each of the participating regional districts.

<i>Regional District</i>	<i>2016 BV¹ allocations</i>	<i>2017 BV¹ allocations</i>	<i>2017 \$ Change over 2016</i>
<i>Comox Valley</i>	\$711,735	\$735,931	\$24,196
<i>Strathcona</i>	\$401,375	\$414,434	\$13,059
<i>Nanaimo</i>	\$604,638	\$640,241	\$35,603
<i>Mount Waddington</i>	\$77,836	\$78,374	\$538
<i>Alberni-Clayoquot</i>	\$290,151	\$297,515	\$7,364
<i>Powell River</i>	\$184,025	\$190,247	\$6,222
<i>Total Requisition</i>	\$2,269,760	\$2,356,742	\$86,982

¹BV (Budget Value) = adopted financial plan

Please contact me by telephone at 250-334-6078 or via email at wbyrne@comoxvalleyrd.ca if you have any questions.

Sincerely,

W. Byrne

Wendy Byrne CTP, MBA
 Manager of Financial Planning

cc: Teri Fong, manager of finance, Email: teri.fong@acrd.bc.ca