



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 24, 2017, 1:30 pm

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

### AGENDA

---

	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>(motion to approve, including late items requires 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b>	
<i>(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Local Government Act)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – May 10, 2017</b>	<b>7-14</b>
<i>THAT the minutes of the Board of Directors meeting held on May 10, 2017 be adopted.</i>	
b. <b>Salmon Beach Committee Meeting – May 4, 2017</b>	<b>15-17</b>
<i>THAT the minutes of the Salmon Beach meeting held on May 4, 2017 be adopted.</i>	
c. <b>Alberni Valley &amp; Bamfield Services Committee Meeting – May 17, 2017.</b>	<b>18-23</b>
<i>THAT the minutes of the Alberni Valley &amp; Bamfield Services Committee meeting held on May 17, 2017 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10 minute maximum)</u></b>	
a. <b>Blain Wiggins, Amy Poll, BC Emergency Health Services re: Emergency Health Services for Bamfield.</b>	
b. <b>Don Hare, Executive Director, James MacLeod, Project Coordinator, Coastal Invasive Species Committee re: “Knot On My Property” program.</b>	

**6. CORRESPONDENCE FOR ACTION**

- a. **REQUEST FOR LETTER OF SUPPORT** **24**  
Surfrider Pacific Rim, May 18, 2017 request for letter of support for application to the BC Rural Dividend Grant program to continue to develop a school curriculum to educate students on proper waste management & recycling.

Possible Motion:

*THAT the Board of Directors forward a letter of support to Surfrider Pacific Rim for their application to the BC Rural Dividend Grant program to develop a school curriculum to educate students on proper waste management & recycling.*

**7. CORRESPONDENCE FOR INFORMATION**

- a. **MINISTRY OF ENVIRONMENT** **25-27**  
Open Burning Smoke Control Regulation
- b. **SPARC BC** **28-29**  
Access Awareness Day – June 3, 2017
- c. **CANADIAN POSTMASTERS AND ASSISTANTS ASSOCIATION** **30-31**  
Closing and Downsizing of Rural Post Offices
- d. **OFFICE OF THE OMBUDSPERSON** **32-33**  
Quarterly Reporting Process Changes
- e. **ICET** **34-35**  
Gabriola to Embark on Economic Development Strategic Planning
- f. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **36-37**  
Province-Wide Community to Community Forum
- g. **PORT ALBERNI RCMP VICTIM SERVICES** **38**  
Nation Victims of Crime Awareness Week – Invitation to Attend Empowering Resilience: Honouring Victims and Survivors of Crime

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **39-44**  
Alberni Valley Landfill Tipping Fee Amendment Bylaw R1027-1

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1027-1 Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.*

- b.       **REQUEST FOR DECISION** **45-47**  
Request from Cherry Creek Fire Department – Automatic Mutual Aid Agreement

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to work with the City of Port Alberni and the Cherry Creek Fire Department on a new Automatic Mutual Aid Agreement and bring back for consideration by the Board of Directors.*

- c.       **REQUEST FOR DECISION** **48-53**  
Alberni Valley Bulldogs Sponsorship Program

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Bulldogs Sponsorship Proposal for the value of \$25,925.00 plus applicable taxes.*

## **9.       PLANNING MATTERS**

### **9.1      ELECTORAL AREA DIRECTORS ONLY**

- a.       **DVE17003, HETHERINGTON, 6036 KIRKPATRICK ROAD (BEAVER CREEK)** **54-56**  
Development Variance Permit Application – Memorandum and Permit

*THAT the Board of Directors issue development variance permit DVE17003.*

- b.       **DVE17005, STRUC HOLDINGS LTD, PARCEL G ARVAY ROAD (BEAVER CREEK)** **57-65**  
Development Variance Permit Application – Memorandum

*THAT the Board of Directors consider issuing development variance permit DVE17005 with the proposed amendments.*

- c.       **TUP17010, POWELL, 3133 ALBERNI HIGHWAY (CHERRY CREEK)** **66-69**

Temporary Use Permit Application – Memorandum and Permit

*THAT the Board of Directors issue Temporary Use Permit TUP17010.*

**10. REPORTS**

**10.1 STAFF REPORTS**

- |    |  |              |
|----|--|--------------|
| a. | Staff Action Items Report – May 17, 2017 | <b>70-74</b> |
| b. | Meeting Schedule – June 2017             | <b>75</b>    |
| c. | Financial Statement – April 2017         | <b>76-77</b> |

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

**10.2 COMMITTEE REPORTS**

- a. **Electoral Area Directors Meeting – May 23, 2017 – K. Wyton (verbal)**

*THAT this verbal report be received.*

- b. **2017 Advisory Planning Commission Appointments**

- i. *Bamfield*

*THAT the following individuals be appointed to the Bamfield Advisory Planning Commission for a two-year term:*

*Max Salamon, Rae Hopkins, Jane Morrison, J.P. Hastey*

- ii. *Long Beach*

*THAT the following individuals be appointed to the Long Beach Advisory Planning Commission for a two-year term:*

*Petra Arnold, Nicky Ling, Jim Whitworth, Kel Roberts, Nick Haisch*

- iii. *Sproat Lake*

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

*Joe Van Bergen, Bob Maurice, Joe Lamoureux*

- iv. *Beaver Creek*

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

*Gord Blakely, Patty Edwards*

v. *Cherry Creek*

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

*John Versteeg, Mike Jones, Bob Vandermolen*

### **10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
- d. 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
- m. Other Reports

*THAT the Board of Directors receives the Member Reports.*

### **11. UNFINISHED BUSINESS**

- a. MFABC Survey – Socially Responsible Investing – T. Fong (verbal)

**78-83**

*THAT this verbal report be received.*

### **12. LATE BUSINESS**

### **13. QUESTION PERIOD**

**14. IN CAMERA**

*Motion to close the meeting to the public as per section*

- i. 90 (1) (e) of the Community Charter: The acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District; and*
- ii. 90 (1) (g) of the Community Charter: Litigation or potential litigation affecting the Regional District.*

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**16. ADJOURN**

**Next Board of Directors Meeting: Wednesday, June 14, 2017, 1:30 PM  
Uchucklesaht Tribe Office,  
5251 Argyle St., Port Alberni, BC**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 10, 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-Chair, Mayor, District of Tofino  
Keith Wyton, Director, Electoral Area "A" (Bamfield)  
Mike Kokura, Director, Electoral Area "B" (Beaufort)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)  
Jack McLeman, Councillor, City of Port Alberni  
Dianne St. Jacques, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government (via telecon)  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Mike Ruttan, Mayor, City of Port Alberni

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

**STAFF PRESENT:** Wendy Thomson, Acting Chief Administrative Officer  
Andrew McGifford, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Alex Dyer, Planner  
Janice Hill, Acting Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 1:32 pm.

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

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated with the addition of the following late item: 11 (a). MFA Survey re Socially Responsible Investing.*

**CARRIED**

### 3. DECLARATIONS

#### 4. **ADOPTION OF MINUTES**

a. **Board of Directors Meeting – April 26, 2017**

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on April 26, 2017 be adopted.*

**CARRIED**

#### 5. **PETITIONS, DELEGATIONS & PRESENTATIONS**

a. **Mr. Bill Collette, President, Ms Deanna Beaudoin, Executive Director, McLean Mill Society re: Overview of New Structure and Plans for 2017.**

Ms. Deanna Beaudoin gave an overview of new structures and plans for the McLean Mill. The Society have plans to create earning opportunities at the mill and change the direction from only focusing on the steam operating sawmill to becoming the McLean Mill Village. Renovations have been made to the front hall, which will be used for events, complete with a renovated kitchen facility. They are entertaining ideas of having pianists and artists entertain on site, and are installing 10 rustic campsite spaces. Other ideas include a small confectionary, and installing benches and chairs through the old town. The bunkhouse will become a B&B on the property. They are focusing on events this year, hosting weddings, movies and music in the park. The Five Acre Shaker is being held on site this year as well.

b. **Mr. Nick Clark, resident regarding Development Variance Permit number DVE17005.**

Mr. Clark provided a power presentation showing concerns he has with Development Variance permit application for Parcel G, Arvay Road and the impact on his property if the application is approved.

c. **Mr. Rob Anderson, CPA, CA, R. Anderson & Associates re: ACRD and ACRHD 2016 Financial Statement Presentation.**

Mr. Anderson provided an overview of the ACRD and ACRHD financial statements.

Director Ruttan entered the meeting at 2:07 pm

*MOVED: Director McNabb*

*SECONDED: Director McLeman*



*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2016 Audited Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Hospital District as presented.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST**  
Funding for Tech Attraction Strategy Approved for Campbell River
- b. **CHILD FIND BRITISH COLUMBIA**  
Proclamation for national Missing Children’s Month and Missing Children’s Day
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
2017/2018 (Spring) Regional Community to Community Forum – Approval in Principle
- d. **LOCAL GOVERNMENT STRUCTURE, MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**  
ACRD Request for Financial Assistance to Investigate the Potential of a Local Community Commission for Salmon Beach
- e. **FEDERATION OF CANADIAN MUNICIPALITIES**  
Thank you for Contribution to FCM’s Legal Defense Fund
- f. **CHERRY CREEK COMMUNITY RECREATION COMMISSION**  
Thank you for Grant-in-Aid & Financials (Financials held in office)

*MOVED: Director Ruttan*

*SECONDED: Director Cootes*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Finance Warrant No. 576.**

*MOVED: Director Ruttan*

*SECONDED: Director Banton*

*THAT the Board of Directors approve Finance Warrant Number 576 in the amount of \$1,376,687.82 dated April 30, 2017.*

**CARRIED**

- b. **Request for Decision regarding proposed Building Inspection Agreement with the District of Ucluelet.**

MOVED: Director McNabb

SECONDED: Director Kokura

*THAT the Board of Directors enters into a two (2) year agreement with the District of Ucluelet to provide building inspection services and direct the Acting CAO and Chairperson to sign the attached BUILDING INSPECTION RESOURCE SHARING AGREEMENT.*

**CARRIED**

**c. Request for Decision regarding West Coast Waste Management – Clayoquot Clean Up Project.**

MOVED: Director Ruttan

SECONDED: Director McNabb

*THAT the Alberni-Clayoquot Board of Directors waive tipping fees for the Clayoquot Clean Up Project up to \$2,000 through the West Coast Waste Management service area, recognizing that this line item will be over budget.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVC17001, DONALDSON, 1360 SMITH-DALE ROAD (LONG BEACH)**  
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Cote

SECONDED: Director Kokura

*THAT the Board of Directors issue development variance permit DVC17001.*

**CARRIED**

**b. DVD17004, BRAIDEN, 8467 BOTHWELL ROAD (SPROAT LAKE)**  
Development Variance Permit Application – Report

MOVED: Director Cote

SECONDED: Director Banton

*THAT the Board of Directors defer development variance permit DVD17004.*

**CARRIED**

**c. RD16004, GREAT CENTRAL HOLDINGS LTD (SPROAT LAKE)**  
Rezoning Application – Report and Bylaws P1355, P1356, P1357

MOVED: Director Cote

*SECONDED: Director Banton*

*THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Banton*

*THAT Bylaw P1356, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Kokura*

*THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Banton*

*THAT the public hearing for Bylaws P1355, P1356 and P1357 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional Board.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors confirm that adoption of Bylaws P1355, P1356 and P1357 are subject to:*

*Restrictive covenant FB364011 modified to require a geotechnical assessment prior to any development or land alteration within Lot 7, Plan VIP88188.*

*Report from a Professional Biologist assessing any potential negative impact on the foreshore and riparian areas from additional float homes. Support by the Department of Fisheries and Oceans will be required.*

*Restrictive covenant registered to Lot 7 and Lot 8, Plan VIP88188 requiring that any additional float home attached to the land be connected to an upland sewage disposal system.*

*Support from the Hupacasath First Nation.*

**CARRIED**

- d. RD17004, 1077514 BC LTD, DL 197 KATHERINE DRIVE (SPROAT LAKE)**  
Rezoning Application – Report and Bylaw P1348

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT Bylaw P1348, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Kokura*

*THAT the public hearing for Bylaw P1348 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Banton*

*THAT the Board of Directors confirm that adoption of Bylaw P1348 is subject to:*

*Confirmation from a Registered On-Site Wastewater Practitioner that the proposed development is capable of accommodating on-site sewage disposal to a minimum 5 acre density; and*

*Meeting all technical referral agency requirements.*

**CARRIED**

- e. DVE17002, SABISTON, LOT A MCEACHERN (BEAVER CREEK)**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Board of Directors issue development variance permit DVE17002.*

**CARRIED**

- f. DVE17005, STRUC HOLDINGS LTD, PARCEL G ARVAY ROAD (BEAVER CREEK)**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Banton*

*THAT the Board of Directors defer development variance permit application DVE17005.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Administration Department Monthly Staff Report – May 5, 2017**
- b. Planning and Development Report – May 3, 2017**
- c. Financial Department Report – May 4, 2017**
- d. Environmental Services Manager Report – May 5, 2017**
- e. Staff Action Items Report- May 3, 2017**
- f. Tseshaht Market Sani-Station – April 28, 2017**

Director Cote commented that she is very pleased with the installation of the Sani-Station as she has been lobbying for a Sani-Station for the Sproat Lake electoral area for the past 12 years.

*MOVED: Director Kokura*

*SECONDED: Director McCarthy*

*THAT the Board of Directors receives the staff reports a-f.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. Salmon Beach Committee Meeting – May 4, 2017**  
T. Bennett (Verbal) – no report
- b. Long Beach Airport Advisory Committee Meeting – May 8, 2017**  
J. Osborne (verbal)  
Provided an update on the meeting.

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT these verbal reports be received.*

**CARRIED**

### **10.3 OTHER REPORTS**

- a. Staff provided an update on the AVRA expansion project.

**11. UNFINISHED BUSINESS**

- a. **Late Item – Municipal Finance Authority of BC survey - Socially Responsible Investing. - M. Kokura**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Municipal Finance Authority Socially Responsible Investing survey be distributed to all the directors to provide input to the ACRD Finance Department to compile for submission.*

**CARRIED**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT this meeting be adjourned at 2:52 pm.*

**CARRIED**

Certified Correct:

---

John Jack,  
Chairperson

---

Wendy Thomson,  
Acting Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE SALMON BEACH COMMITTEE

### MEETING HELD ON TUESDAY, MAY 4, 2017, 2:30 PM

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

---

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

**PRESENT:** Kel Roberts, Chairperson

Mary Ellen Peet

Ken Lunde

Teri Graff

Jill Maibach

#### REGRETS:

**STAFF PRESENT:** Wendy Thomson, Acting CAO

Andrew McGifford, Manager of Environmental Services

Janice Hill, Acting Manager of Administrative Services

#### 1. CALL TO ORDER

The Chairperson called the meeting to order at 2:30 pm.

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

#### 2. APPROVAL OF AGENDA

*MOVED: K. Lunde*

*SECONDED: K. Roberts*

*THAT the agenda be approved as circulated.*

**CARRIED**

#### 4. ADOPTION OF MINUTES

a. **Salmon Beach Committee Meeting held February 28, 2017**

*MOVED: J. Maibach*

*SECONDED: E. Peet*

*THAT the minutes of the Salmon Beach Committee Meeting held on February 28, 2017 be received.*

**CARRIED**

**5. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding Salmon Beach Public Water Supply Options**

*MOVED: E. Peet  
SECONDED: J. Maibach*

*THAT the Salmon Beach Committee defer the sourcing of engineering services up to a cost of \$20,000 to begin an investigation of the potable water source in Salmon Beach.*

**CARRIED**

**b. Request for Decision regarding Salmon Beach Public Water Supply Options**

*MOVED: K. Lunde  
SECONDED: T. Graff*

*THAT the Salmon Beach Committee defer that the Alberni-Clayoquot Regional District Board of Directors amend bylaw F1076 – Salmon Beach Sewage Disposal Service:*

- 1. The fees for the Regional District to pump a sewage holding tank shall be \$120.*

**CARRIED**

**c. Request for Decision regarding Salmon Beach Public Toilets**

*MOVED: J. Maibach  
SECONDED: E. Peet*

*THAT the Salmon Beach Committee defer the re-instatement of public toilets at the beach and Public Square for the Salmon Beach Community use, and staff to provide information to the committee to present at the May 21<sup>st</sup> meeting.*

**CARRIED**

**5. REPORTS**

**a. STAFF REPORT**

Salmon Beach - Local Community Commission Study – Staff will provide further information to committee.



b. **MEMORANDUM**  
Salmon Beach - Other Updates

a. **Clearing of trees on road rights-of-way**

*MOVED: J. Maibach*  
*SECONDED: E. Peet*

*THAT the Salmon Beach Committee passed a motion for staff not to proceed with any clearing of trees on road rights-of-way.*

**CARRIED**

c. **West Coast Assistant - Verbal Report – (A. McGifford)**

The Manager of Environmental Services advised the committee that the West Coast Assistant will filled by July 1, 2017.

d. **Well #10 – 72 hour pump test – Verbal Report – (A. McGifford)**

The Manager of Environmental Services provided an estimate from L. Crawford of Arrowsmith Water to perform a 12-hour pump test on Well #10, who will also provide results of a water quality test.

*MOVED: E. Peet*  
*SECONDED: J. Maibach*

*Motion to accept Arrowsmith Water's quote of \$1640.00.*

**CARRIED**

6. **ADJOURN**

*MOVED: E. Peet*  
*SECONDED: K. Roberts*

*THAT this meeting be adjourned at 4:26 pm.*

**CARRIED**

Certified Correct:

---

Kel Roberts,  
Chairperson

---

Andrew McGifford,  
Manager of Environmental Services



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, MAY 17, 2017 1:30 PM

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

---

**DIRECTORS** John McNabb, Chair, Electoral Area "E" (Beaver Creek)  
**PRESENT:** Mike Kokura, Director, Electoral Area "B" (Beaufort)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek) (via teleconference)  
Dennis Sauve, Councillor, City of Port Alberni (Alternate)  
Jack McLeman, Councillor, City of Port Alberni  
John Jack, Councillor, Huu-ay-aht First Nation  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Keith Wyton, Director, Electoral Area "A" (Bamfield)  
Rene Lacoursiere, Electoral Area "D" (Sproat Lake) (Alternate)

**REGRETS:** Mike Ruttan, Mayor, City of Port Alberni  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)

**STAFF PRESENT:** Wendy Thomson, Acting Chief Administrative Officer  
Andrew McGifford, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Mark Fortune, Airport Superintendent  
Janice Hill, Acting Manager of Administrative Services  
Brad West, McGill Engineering

### 1. CALL TO ORDER

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

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

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director Jack*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Alberni Valley & Bamfield Services Committee Meeting – Financial Planning Meeting held February 15, 2016**

MOVED: Director Jack  
SECONDED: Director Kokura

*THAT the minutes of the Alberni Valley & Bamfield Services Committee Financial Planning meeting held on February 15, 2017 be received.*

**CARRIED**

**4. CORRESPONDENCE**

a. **ALBERNI VALLEY BULLDOGS**  
Sponsorship Proposal – T. Fong (verbal)

MOVED: Director McLeman  
SECONDED: Director Sauve

*THAT the Alberni Valley and Bamfield Services Committee recommend that the Board of Directors endorse the Alberni Valley Bulldogs Sponsorship program as presented and approve the program with the Alberni Valley Bulldogs for the value of \$24,925.00 plus tax.*

**CARRIED**

Director Banton joined meeting via teleconference at 1:35 pm

**5. REQUEST FOR DECISIONS & BYLAWS**

a. **Request for Decision regarding Alberni Valley Landfill Rate Structure.**

MOVED: Director Sauve  
SECONDED: Director Jack

*THAT the Alberni Valley and Bamfield Services Committee recommend that the Board of Directors direct staff to amend “Bylaw 1027 - A Bylaw to Provide for the Regulation of Solid Waste Disposal and Tipping Fees at the Alberni Valley Landfill” items as follows (including removing the item “Loads containing Gypsum”):*

**Schedule A – Charges**

<b>Solid Waste, excluding Controlled Waste</b>	<b>Tipping Fee</b>	<b>Other Charges</b>
Loads of 84 kg or greater	\$120.00 per tonne	\$10.00 minimum
<b>Remove: Wrecked auto (each)</b>		

<b>Remove:</b> Wrecked trucks, bus or recreational vehicle		
<b>Add:</b> Recreational vehicle – recyclable metal removed where possible	\$240.00 per tonne	\$300.00 minimum
Surcharge for Solid waste containing Prohibited Recyclable Materials	\$240.00 per tonne	
Surcharge for improperly covered or secured loads	\$240.00 per tonne	
<b>Add:</b> Weighing service		\$10.00 each occurrence
<b>Controlled Waste</b>	<b>Tipping Fee</b>	<b>Other Charges</b>
Construction/Demolition Waste	\$160.00 per tonne	\$15.00 minimum
Divertible (Clean) Wood Waste	\$120.00 per tonne	\$10.00 minimum
Construction/Demolition Waste – Containing Drywall/Gypsum	\$250.00 per tonne	\$20.00 minimum
Drywall/Gypsum– date stamped post 1990 or tested to not contain asbestos	\$250.00 per tonne	\$20.00 minimum
Drywall/Gypsum – not date stamped post 1990 nor tested	\$250.00 per tonne	\$20.00 minimum
<b>Remove:</b> Demolition waste crushed to pieces 7 cubic centimeters or smaller		
<i>Contaminated Soils:</i>		
Provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the Alberni Landfill	\$50.00 per tonne	
Provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the Alberni Landfill	\$100.00 per tonne	Plus estimated out-of-pocket treatment costs
Pumpings from domestic septic tanks	\$160.00 per tonne	
Catch basin and manhole material	\$160.00 per tonne	
Waste asbestos	\$500.00 per tonne	\$150.00 minimum
Fish, shrimp shells, animal carcasses provided that there will be no charge for animal carcasses	\$200.00 per tonne	\$100.00 minimum

removed from public roadways by a public body or their contractor		
---	--	--

**CARRIED**

Director Cootes left meeting at 2:15

## 6. **REPORTS**

### a. **Alberni Valley Landfill – Annual Reports 2016**

*MOVED: Director Kokura*

*SECONDED: Director Sauve*

*THAT the Administrative Memorandum regarding Alberni Valley Landfill Annual Report for 2016 be received.*

### b. **Illegal Dumping & Diversion Strategy Update – A. McGifford**

The Manager of Environmental Services provided a verbal update on the illegal dumping and diversion strategy and previewed the illegal dumping video that will be available on the ACRD web page. The video is a common video which will be used by AVICC member districts, which is tailored specifically for each. Staff requested direction from the Committee on how to proceed with handling illegal dumping issues. A report will be presented to the West Coast committee and then a report will go to the Board of Directors for consideration.

*MOVED: Director Kokura*

*SECONDED: Director Lacoursiere*

*THAT the verbal report be received.*

### c. **Alberni Valley Regional Airport Expansion Project – Update M. Fortune (verbal)**

The Airport Superintendent provided an update on the AVRA Expansion project stating that the project is currently 50% complete with plans to have a soft opening the first week of June, weather depending. Airfield lighting project should be completed by mid July. Anticipating the airport should be in full operations by the end of July or beginning of August if weather cooperates. Once the airport is in full operation, plans will proceed with a celebratory ribbon cutting ceremony.

*MOVED: Director Jack*

*SECONDED: Director Wyton*

*THAT the verbal report be received.*

d. **Alberni Valley Regional Airport – Creation of an Advisory Committee  
W. Thomson (verbal)**

The Acting CAO provided a verbal report on the creating an Advisory Committee for the Alberni Valley Regional Airport.

*MOVED: Director Kokura*

*SECONDED: Director Lacoursiere*

*THAT the verbal report be received and staff be instructed to investigate the creation of an Airport Advisory Committee for the Alberni Valley Regional Airport in the fall of 2017.*

d. **Sproat Lake Marine Patrol – 2017 Season Update  
A. McGifford (verbal)**

The Manager of Environmental Services provided an update on this years' Sproat Lake Marine Patrol program. The patrol will not be offering the boating education program in the schools this year as the ACRD did not receive any funding from Transport Canada. Three of last year's members are returning and one more member will be hired. The Marine Patrol will be up and running for the July long weekend at Sproat Lake Provincial Park

*MOVED: Director Kokura*

*SECONDED: Director Lacoursiere*

*THAT the verbal report be received.*

**CARRIED**

**7. UNFINISHED BUSINESS**

**8. LATE BUSINESS**

**9. IN-CAMERA**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the meeting be closed to the public as per section:*

- i. *90 (1) (e) of the Community Charter: The acquisition, disposition or expropriation of land or improvements, if the Committee considers that*

- disclosure could reasonably be expected to harm the interests of the Regional District; and*
- ii, *90 (1) (i) of the Community Charter: The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

**CARRIED**

The meeting was closed to the public at 2:30

The meeting was opened to the public at 3:16

**10. RECOMMENDATIONS FROM IN-CAMERA**

**11. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director Jack*

*THAT the meeting be adjourned at 3:16.*

**CARRIED**

Certified Correct:

---

John McNabb,  
Chairperson

---

Wendy Thomson,  
Acting Chief Administrative Officer

**From:** PacificRim Chair <[chair@pacificrim.surfrider.org](mailto:chair@pacificrim.surfrider.org)>  
**Subject: Request for a Letter of Support**  
**Date:** May 15, 2017 at 3:04:07 PM PDT  
**To:** Josie Osborne <[osborne@tofino.ca](mailto:osborne@tofino.ca)>  
**Cc:** Lilly Woodbury <[Chaptermanager@pacificrim.surfrider.org](mailto:Chaptermanager@pacificrim.surfrider.org)>

Dear Josie and the ACRD Board of Directors:

Surfrider Pacific Rim is very grateful for the support shown to us by the Alberni Clayoquot Regional District.

Through the BC Rural Dividend Grant Project Development Grant we received earlier in 2017, we have been researching and developing a school curriculum that reflects Surfrider's missions and goals, and specifically reflects our Ocean Friendly Business Campaign. In this campaign, we are certifying businesses as Surfrider Approved - Ocean Friendly. This means through our assistance, businesses are transforming their operations to eliminate single use plastics and implement the most current waste management practices. There is an extreme need in local schools for proper waste management, and youth education on how to recycle and reduce their impact in their own lives. Through this curriculum, we'll also be teaching students about the effects of plastic in the ocean, and how they can become active stewards of the coast. Once we can have this program formalized, we can train more volunteers and paid employees to run this same curriculum across all schools in our region.

We are again applying to the BC Rural Dividend Grant to implement this program starting in Fall 2017.

We would sincerely appreciate a letter of support for our application, which is due May 31, 2017. We would be grateful to receive such a letter as soon as is practically possible after your May 24 board meeting.

Please do not hesitate to contact me if you require more information.

--

[Michelle Hall](#)  
Chair, Surfrider Pacific Rim

Click [HERE](#) to sign up for the Surfrider Pacific Rim Newsletters! Join us on [facebook](#) or check out the [Surfrider Pacific Rim website](#) to find out more about upcoming events, beach cleans and current campaigns. Protect what you love!



## Open burning in context

Open burning of vegetation is the largest source of fine particulate matter pollution in B.C., as well as a significant source of other air pollutants. Open burning is undertaken for a variety of purposes and in a wide range of settings:

- Waste disposal/fire hazard abatement for forest and agriculture industries
- Community fire hazard reduction
- Land clearing for agriculture and development
- Transportation and utility rights of way
- Other natural resource industries
- Clean up of debris for rural landowners

Burning of vegetative debris is a prescribed activity under the provincial *Environmental Management Act*. Rules under which this burning is authorized are provided in the Open Burning Smoke Control Regulation (OBSCR). The regulation affects anyone burning vegetative debris, although most agricultural practices and some backyard burning activities are exempt from the provisions.

## Consultations on revising the OBSCR

A ministry audit in 2004 identified concerns with the regulation. Since that time the ministry has conducted extensive consultations, with intentions papers seeking public comment in 2008 and 2010 and engagement with a stakeholder review group through 2011-13. For detailed information and summaries of public comments see the ministry's [open burning regulatory review website](#). The ministry has reviewed comments received through 2013 and as a result, has substantively updated the proposed revisions to the regulation.

## Key features of the proposed revisions

### Smoke sensitivity zones

The revised regulation will establish three smoke sensitivity zones covering the entire province. This will replace the two category system (“cities, towns and villages” and “everything else”) used in the current regulation. The zones will be delineated on maps that will be part of the final regulation.

The **high smoke sensitivity zone** includes a buffer of 10 km around densely populated areas, modified based on the topography

## Key Points

This update provides information on revisions proposed by the ministry and the planned path forward.

The proposed revisions are intended to:

- ➔ Improve air quality in populated areas
- ➔ Simplify burning requirements in remote areas
- ➔ Support enforcement, encourage use of cleaner technologies and provide flexibility for community wildfire protection

Key features of the revisions:

- ➔ Establishes three smoke sensitivity zones, covering the entire province
- ➔ Smoke management plans may be established on a case by case basis
- ➔ Setback distances will be increased
- ➔ Provisions addressing prohibited materials, community wildfire protection plans, burning of diseased vegetative debris, use of air curtain incinerators, burning at log sorts, best management practices and reporting

## Additional Information

For an overview on how smoke from different sources is managed in BC see: [A Smoke Management Framework for BC](#) under the “reports” tab at: [www.bcairquality.ca](http://www.bcairquality.ca). The site also provides general information on [Air Quality in B.C.](#)

The existing Open Burning Smoke Control Regulation can be accessed [here](#). Guidance material on complying with the regulation is available [here](#).

**High Smoke Sensitivity Zone****HIGH**

- Strict burning requirements
- Densely populated areas (5% of province)

**Medium Smoke Sensitivity Zone****MEDIUM**

- Requirements similar to current regulation
- Smaller communities and surrounding areas (10-15% of province)

**Low Smoke Sensitivity Zone****LOW**

- No venting or smoke release requirements
- Areas more than 20 km from major communities (80-85% of province)

of specific communities. Burning requirements in this zone are most restrictive. One day burns are permitted with a “good” venting index forecast and two day burns are permitted if the venting index is forecast to be “good” on day one and “fair” or better on day two. The ministry’s aim is to require rapid burns during periods of good venting to reduce human exposure to smoke. The ministry estimates that less than 5% of the province’s land area will be in this zone. The primary change to burning rules in this zone is the shorter burn period than in the current regulation (from sunrise on day one to sunset on day two, versus 72 or 96 hours in the current regulation).

An estimated 10-15% of the province will be designated as **medium smoke sensitivity zone**. The zone encompasses settled rural areas, and buffers of up to 10 km around high smoke sensitivity zones, 1-5 km around smaller communities that are not part of the high smoke sensitivity zone and 1-3 km around provincial numbered highways. Burning in this zone will require a forecast of at least two days of “fair” or better venting index. Burn periods are up to four days in length (sunrise day one to sunset day four). Relative to current requirements the venting index requirements are more permissive, however the burn periods are slightly shorter.

The **low smoke sensitivity zone**, covering roughly 80% of the province, will be subject to the general burning provisions set out in the regulation. These general

requirements include a prohibition on causing smoke impacts to communities. However, burns in this zone will not be subject to specified limits with respect to venting index or burn duration. Delineation of this zone, where the risk of smoke impacts on populations is low, should greatly simplify open burning over much of the province. However if the removal of venting and smoke release requirements causes local pollution problems the ministry still has the option to impose stricter burning requirements in selected areas of the low smoke sensitivity zone.

**Smoke management plans**

The revised regulation will empower the ministry to substitute requirements on a case by case basis, in place of the “default” requirements in the regulation. These substitution powers could be used to approve existing smoke management plans or to develop new ones where appropriate.

**Setback distances**

Setback distances for burning will be increased to 500 metres from residences or businesses and 1,000 metres (1 km) from schools, hospitals and care facilities.

Setback distances will be reduced to 50 metres in specific situations – community wildfire protection or management of diseased vegetative debris. Burning within the specified setback distances under these situations will need to follow best management practices set out in the regulation.

Burning within the increased setback distances but still more than 100 metres from residences or businesses and 500 metres from schools, hospitals and care facilities (the same setbacks as the current regulation) will be allowed if specified conditions are followed:

- One day burns only
- Venting index “good”
- Vegetative debris being burned is “seasoned” in accordance with the definition in the regulation
- Neighbours are notified

## ***Additional proposed revisions***

### ***Prohibited materials***

The prohibited materials list in the current regulation will be expanded, with the addition of several materials unsuitable for open burning. Note however, that the addition of accelerant materials intended to assist rapid combustion will remain legal – as this reduces air pollutant emissions.

### ***Community wildfire protection plans***

A specific provision for burning that takes place under “community wildfire protection plans” will facilitate burning that is required for the critical goal of reducing wildfire hazard to communities. This will allow burning with reduced setbacks and only “fair” venting index, provided notice is given to adjacent residences and businesses.

### ***Diseased vegetative debris***

A specific provision for burning diseased vegetative debris will facilitate the priority disposal of diseased material that might put farms or forests at risk. This provision will allow burning with reduced setbacks and only “fair” venting index for vegetative debris that is verified as diseased.

### ***Use of air curtain incinerators***

The ministry encourages use of air curtain incinerators – which reduce open burning emissions by up to 95%. The revised regulation will include provisions for reduced setback requirements and relaxed venting requirements when air curtain incinerators are used.

### ***Burning at log sorts***

Provisions governing burning at log sorts for each smoke management zone will be revised (replacing the requirement to obtain a permit in all but the high smoke sensitivity zone). Existing permits for log sorts will not be affected.

### ***Best management practices (BMPs)***

Best management practices – such as seasoning vegetative debris before burning, minimizing soil content in piles and constructing piles to maximize airflow, will be required. Seasoned vegetative debris will be defined as debris meeting one of the following criteria: containing

<30% moisture content; seasoned at least four months; or standing dead.

### ***Power to prohibit open burning***

The ministry will retain the ability to prohibit open burning during periods of poor air quality or when pollution is occurring from open burning. The criterion for prohibiting open burning is B.C.’s ambient air quality objective for fine particulate matter.

### ***New reporting requirements***

New reporting requirements will be included in revised provisions to allow the ministry to better track emissions from open burning. Implementation of reporting requirements will follow enactment of the regulation by a specified period (e.g., one year) to enable development of an efficient reporting system.

### ***Custom ventilation forecasts***

The revised regulation will allow use of custom ventilation forecasts. These provide location-specific forecasts of the atmosphere’s ability to disperse smoke.

## ***The path forward***

The ministry plans to conduct a series of webinars on the proposed revisions, including a general overview webinar and information targeted to municipal, agriculture and forestry interests. If you are interested in participating in one of these webinars, please contact the email or mail addresses below.

If you have any questions or comments about the ministry’s proposed revisions, please submit them by e-mail or mail to the addresses below **by July 21<sup>st</sup>, 2016**.

**Email:** [OBSCR@gov.bc.ca](mailto:OBSCR@gov.bc.ca)

**Mail:** PO Box 28159 Westshore RPO  
Victoria B.C. V9B 6K8

All comments received through the webinars, mail or email will be compiled and reviewed by ministry staff prior to final drafting of the revised regulation. The ministry intends to complete revisions to the regulation in 2016.



Dear Mayor and Council:

*RE: Access Awareness Day – June 3, 2017 – Accessible Communities are Inclusive Communities*

June 3, 2017 marks SPARC BC's 20<sup>th</sup> annual Access Awareness Day! Access Awareness Day gives each of us an opportunity to look at our community and to think about how to make it more accessible and inclusive for everyone. The theme for this year's Access Awareness Day is "Accessible Communities are Inclusive Communities". As part of this year's focus, our goal is to draw attention to the different ways that communities can come together to promote greater accessibility and inclusion. The series of posters enclosed as part of this letter show the many different ways that accessibility is part of community life.

There are a number of different ways that your community can take part in Access Awareness Day. This includes passing a proclamation, hosting an accessibility event, or sharing information about some of your recent efforts to help make your community as accessible and inclusive as possible. As part of this package of materials we have also included a survey to learn more about local accessibility priorities and about the different types of accessibility-related initiatives that you have implemented in your community.

In 2016, forty-three different local governments passed a proclamation or wrote a letter of support recognizing the importance of accessibility and the role that it plays in building inclusive communities. Accessibility is not just about physical access and technical devices; it is also about ensuring that everyone has the right to share their talents, experience and abilities, and to engage in all aspects of community life. We hope that you will consider joining us in celebrating Access Awareness Day this year.

To help to support you in your efforts, we have included a number of different posters that can be used to build increased public awareness and support around the importance of working together to ensure that our communities are as accessible and inclusive as possible. As well, we have a limited amount of funding (small grants of \$500 per community) to help promote and support local accessibility events. To request additional posters or to suggest possible ways to partner around Access Awareness Day please do not hesitate to reach out to us by calling 604.718.7736 or by sending an email to [mycommunity@sparc.bc.ca](mailto:mycommunity@sparc.bc.ca).

We know that true accessibility and inclusion is achieved by people and communities working together. By looking at ways to achieve greater accessibility, we are also building stronger, healthier and more inclusive communities. As part of this year's Access Awareness Day activities, our goal is to demonstrate the many different ways that communities across British Columbia have been successful in building accessibility and in creating communities where everyone is included! Please take a moment to reach out and to share your stories or ideas! We look forward to hearing from you.

Sincerely,

Lorraine Copas  
Executive Director, SPARC BC

# Access Awareness Day Proclamation

**WHEREAS** Accessibility and inclusion are essential for ensuring that all community members have access to opportunities, and the ability to fully participate in community life; and,

**WHEREAS** Accessibility should be part of all aspects of community life—physical, social and economic including employment, transportation, recreation and housing; and,

**WHEREAS** We all have a role to play in ensuring that our communities are as accessible and inclusive as possible.

## **THEREFORE BE IT RESOLVED:**

The citizens of this community recognize the rights of all individuals with disabilities and the importance of ensuring that they have access to the opportunities that are important to them and that give their lives meaning.

## **IN WITNESS WHEREOF**

I hereto set my hand to this signed \_\_\_\_\_

(Mayor/Chairperson)

This \_\_\_\_\_ day of \_\_\_\_\_, 2017.



Accessible Communities  
are **Inclusive Communities**

celebrating  
**50**  
years

**sparc bc**  
people. planning. positive change



May 1, 2017

Director Tony Bennett  
Electoral Area C

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



As you have been made aware, rural Post Offices in Canada are once again under threat. We believe that it is Canada Post Corporation's intent to close or downsize as many rural Post Offices as possible.

The Canadian Postmasters and Assistants Association is the union which represents rural post office employees and has done so since 1902. Over the past 115 years CPAA has fought for our rural Post Offices, to improve the working conditions and to keep the Offices open. We once again find ourselves fighting to retain full postal service in rural Canada.

Although we are not aware of an imminent closure or reduction of service to a Post Office in your community, situations which may lead to a Post Office closure or a reduction of service can at times arise unexpectedly, through retirement, illness, termination of a lease, fire, etc. We are aware that the Postmaster in **Ahousat** has recently retired.

In order for you to be able to make an informed decision when and if approached by Canada Post to close or reduce service at a Post Office in your area, we would like to bring to your attention some of the negative impacts a rural Post Office closure creates. Rural Post Offices are an integral part of their community and in many cases the closure of the Post Office is a devastating blow to a community.

- In most towns across Canada, the post office is the only federal government presence, and with the loss of the post office a community loses a very important part of its identity.
- Customers will have to travel to a neighbouring town to retrieve large parcels, registered mail, CODs, etc.
- Customers will have to travel to a neighbouring town to mail items that do not fit in the mail slot of community mailboxes.
- Services such as government forms (passport applications, bird hunting permits, income tax forms) are no longer available in the community.
- Mail is no longer postmarked locally.
- Mailings where the date of mailing can have a significant impact on the mailer could be delayed (i.e. insurance claims, tax payments).
- Mail delivery and receipt is now outdoors.
- A job and resulting wage has been taken out of the community.

- Loss of a Postmaster who could act as a witness and certify photocopies, free of charge, for government applications.

The Anderson Consulting Firm in Ottawa has recently completed an investigation into what happens to a rural community when the post office closes. They sought to reach some 1700 communities who lost their post offices from the mid 1980s on. They managed to contact community leaders, mayors, councilors, and band leaders of 1635 of those offices and 23% of those filled out and returned the surveys they were sent. To no one's surprise they found that the post office closure led to a ripple effect; when the population had to travel out of town to do their postal business, they tended to then do most of their other business outside their community as well. Local businesses suffered and many relocated, further isolating the community.

In the past few years we have seen several rural British Columbia Post Offices closed when the Postmaster has retired or resigned. Canada Post Corporation is obligated to perform a community outreach prior to a Post Office closure. Part of this outreach is to contact the local governing body. This is why we are writing to you. We believe that Canada Post does not provide all the options when discussing a Post Office closure with you. We are not even sure if they propose the option of keeping the Post Office open! The Canadian Postal Service Charter dated September 12, 2009, states "the provision of postal services to rural regions of the country is an integral part of Canada Post's universal service" and "the moratorium on the closure of rural post offices is maintained." Sometimes Canada Post forgets these statements or chooses to find a way around them.

Corporate Post Offices staffed by CPAA members have a proven record of providing responsible, professional, and consistent service. CPAA Post Offices are staffed by trained, competent and reliable employees. CPAA members have the ability to meet the needs of the communities we serve. We know and understand our communities and have earned the trust and respect of our neighbours.

If you are ever faced with making the decision as to whether or not to retain a Post Office in your community we hope you will consider these points and remember what an important role our rural Post Offices play in their communities.

If you have any questions please do not hesitate to contact me.

Sincerely,



Carolyn Elliott  
Vice-President  
CPAA BC & Yukon Branch  
3711 Bosun Way  
Pender Island BC V0N 2M2  
250-884-0167

May 11, 2017

Mr. Russell Dyson  
Chief Administrative Officer  
Alberni-Clayoqout Regional District  
3008 5th Ave  
PORT ALBERNI BC V9Y 2E3



Dear Mr. Dyson,

**RE: Quarterly Reporting Process Changes**

As a recipient of our quarterly reports for the Alberni-Clayoqout Regional District, I would like to alert you to upcoming changes in our quarterly reporting process, as well as our notification process for concluding investigations.

There are a few different reasons for these changes:

- We received a great deal of feedback on our reporting through the extensive consultations we held with public authorities in preparing our 2016 – 2021 Strategic Plan. A number of authorities expressed a desire for more meaningful and transparent reporting to authorities about the complaints we receive, and the complaints we investigate.
- Second, over the 2016/2017 fiscal year we have been engaged in a review of our processes to streamline our administrative procedures and ensure that our resources are used as effectively as possible.
- Third, beginning in the 2017/2018 fiscal year we are piloting a new preventative ombudship program, a series of initiatives that are intended, in part, to support authorities in proactively identifying and addressing systemic issues in their policies and program delivery.

As a result, the quarterly report enclosed with this letter, covering files closed between January 1 and March 31, 2017, is the last report we will send using our existing format.

For files closed beginning April 1, 2017, we have put the following changes into effect which will be reflected in our quarterly reports covering files closed between April 1 and June 30, 2017 (sent in July 2017) and quarterly going forward:

1. Revised closing categories, with explanatory information about each category to assist authorities in interpreting the data provided. It is our intention that these categories are more descriptive in setting out what kind of action our office took in respect of complaints about your organization.



2. In order to provide you with more useful statistical information on the subject matter of complaints, we are implementing a new issues tracking framework to provide data on complaints and inquiries. Where numbers permit, reporting will for the first time include information on files closed without investigation.
3. A consolidated report on closed investigations, including a full closing summary for each file concluded after an investigation.

In conjunction with this improved quarterly reporting to you, we will also be discontinuing our previous practice of mailing a copy of our closing letter and summary to the Chair at the same time those items are sent to the primary person within your organization on that file. We heard from many of you that our practice of sending multiple copies was confusing and unnecessary. The new consolidated report each quarter will replace those individual notifications. In the event you wish to receive immediate notification of individual closing summaries, you may wish to consider taking steps to ensure that you have suitable internal notification procedures in place.

In conjunction with our first 2017/18 quarterly reports, which will be issued in July, we will be holding a short webinar on the changes to our quarterly reporting. Details on the webinar will be provided with the July quarterly report.

My goals are that our new quarterly reporting process responds to the feedback public authorities have provided to us and that the new format is more useful to your organization. Please do not hesitate to direct any questions about these changes to our Director of Intake and Innovation, Dave Murray, at (250) 953-4143, or by email at DMurray@bcombudsperson.ca.

Yours sincerely,



Jay Chalke  
Ombudsperson  
Province of British Columbia



FOR IMMEDIATE RELEASE

May 17, 2017

### ***GABRIOLA TO EMBARK ON ECONOMIC DEVELOPMENT STRATEGIC PLANNING***

COURTENAY –The Island Coastal Economic Trust will be providing the Gabriola Chamber of Commerce with up to \$6000 to support the development a new economic development strategy.

“The project is being funded through the ICET Economic Development Readiness Program designed to help communities build a foundation for economic growth and investment,” said ICET Chair Phil Kent. “This project presents a great opportunity for Gabriola to develop the critical building blocks to strengthen the entrepreneurial ecosystem that exists on the island.”

The project will involve several stakeholder sessions to gather input, review previous work and reports, and set goals for future direction. Defining and developing vision, mission, strategic priorities, governance models, and resources will be key activities.

“At the conclusion of this project, we’ll have a guiding document that is formed by Gabriola Islanders themselves,” said Gloria Hatfield, Chamber President. “When it comes to decision-making about a community’s economic future, local stakeholders need to be engaged to ensure a plan that helps the Gabriolan business community thrive while protecting the wonderful character and nature that is our island.”

Deliverables include a three-year strategic plan with priorities, action plans, and resource allocation to support economic development on Gabriola Island.

## **About the Island Coastal Economic Trust**

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

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

Through a community-centred decision-making process, ICET has approved \$48 million for over 130 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$270 million in incremental funding into the region.

A full overview of ICET can be found at [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

-end-

### **For further information:**

Line Robert, CEO  
Island Coastal Economic Trust  
Tel. 250-871-7797 (Ext. 227)  
[line.robert@islandcoastaltrust.ca](mailto:line.robert@islandcoastaltrust.ca)

Mayor Phil Kent, ICET Chair  
City of Duncan  
Tel. 250-709-0186  
[mayor@duncan.ca](mailto:mayor@duncan.ca)

Gloria Hatfield, President  
Gabriola Island Chamber of Commerce  
Tel. 250-247-8931  
[giccmanager@shaw.ca](mailto:giccmanager@shaw.ca)

**From:** UBCM [<mailto:ubcm@ubcm.ca>]  
**Sent:** Thursday, May 18, 2017 9:32 AM  
**To:** Wendy Thomson <[wthomson@acrd.bc.ca](mailto:wthomson@acrd.bc.ca)>  
**Subject:** REGISTER NOW! Province-Wide Community to Community Forum June 6

---



## Province-Wide Community to Community Forum

June 6, 2017 | Musqueam Community Centre

---

### **REGISTER NOW!** **Province-Wide Community to Community Forum**

In partnership with the First Nations Summit, UBCM is pleased to advise that [registration is now open](#) for the sixth Province-Wide Community to Community Forum. There is no registration fee to attend.

It will be held on June 6th at the [Musqueam Community Centre](#) in Vancouver. Doors open and registration begins at 7:45am, opening session at 8:30am, and closing at 4:00pm. A [draft agenda](#) is now available.

The forum is designed to bring together First Nation and local government elected officials and senior staff to encourage dialogue and identify areas of common responsibility and mutual concern.

Under the theme of *Joint Ventures*, the 2017 forum will focus on communities that are embarking on journeys of reconciliation and relationship strengthening, and exploring joint opportunities to the mutual benefit of their

---

communities. Creating opportunities for dialogue is essential to fostering relationships that address both present and future community challenges and goals.

Delegates are responsible for booking their own travel and accommodation arrangements. For those needing accommodation, nearby hotels include:

- [River Rock Casino Resort](#)
- [Coast Vancouver Airport Hotel](#)
- [Pacific Gateway Hotel Vancouver](#)

Questions regarding the PC2C forum may be directed to [Marie Crawford](#) or [Josh van Loon](#) at UBCM or [Colin Braker](#) at the First Nations Summit.

We look forward to seeing you on June 6th.

Union of BC Municipalities, 60-  
10551 Shellbridge Way, Richmond, BC V6X 2W9 Canada

[SafeUnsubscribe™ wendy.thomson@acrd.bc.ca](#)

[Forward this email](#) | [Update Profile](#) | [About our service provider](#)

Sent by [ubcm@ubcm.ca](#) in collaboration with



Try it free today

**Port Alberni**  
**RCMP Victim Services**  
4444 Morton St  
Port Alberni BC V9Y 9B7  
Phone 250 724-8910  
Fax 250 724-8986



## National Victims of Crime Awareness Week

In partnership with Alberni Community & Women's Services Society, Port Alberni RCMP Victim Services and would like to invite you to our event:

### **Empowering Resilience: Honouring Victims and Survivors of Crime**

**Date:** June 1, 2017

**Time:** 11:00 am - 1:00 pm

**Location:** Char's Landing at 4815 Argyle St, Port Alberni, BC

**Refreshments:** Lunch, coffee, tea and desserts will provided. Lunch at noon.

Together at this event we will gather to support our community members, victims and survivors and to empower individuals through linking them with pertinent resources. We will also be recognizing service providers for their efforts.

Please bring along business cards and distributable information about your organization/service so that we may help spread the word.

We will also be accepting old cell phone and charger donations in order to help those fleeing dangerous situations.

**Please RSVP to Heather at 250-724-8910 by May 29, 2017**



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** May 24, 2017

**Subject:** Alberni Valley Landfill Tipping Fee Amendment Bylaw R1027-1.

---

### Recommendation:

***THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.***

***THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.***

***THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1027-1 Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.***

***THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw, 2017.***

### Desired Outcome:

To amend the rates at the AVLFF to a level that maintains a tipping rate that is in line with the current rates charged on Vancouver Island. Maintain a minimal tax requisition for the service and to divert organic materials and finally to enable the capital expenditures required for landfill expansion on current site once tenure is secured.

### Summary:

The AVLFF tipping fee has been at the rate of \$95 per tonne for residential waste since 2008 at which time the rate was \$65 per tonne prior to that increase. The rate for disposal is one of the lowest on the island and at \$120 per tonne the ACRD would still have a rate lower than all regional district's besides the Capital Regional District which is at \$110 per tonne currently.

If a strict diversion program is put in place there needs to be improved site supervision at the tipping bins to ensure that the public is following the bylaw, and where that is not the case, there will be increased fees as listed in the Alberni Valley Landfill Tipping Fee and Regulation Bylaw will be applied. The first step is to have an additional transfer station attendant stationed at the bins at all times. Guidance will be the first step to get the public to comply and after a period of time the public will be charged the rates as per the bylaw.

The other classifications of waste were adjusted to bring the Alberni Valley Landfill in line with the other

regional districts and are as follows:

- Wrecked automobiles and trucks are not tipped at the AVLFL and would normally go to an auto wrecker to be recycled. ACRD staff are recommending that the automobiles and trucks be removed from the fees listing and be considered metal – a prohibited waste in Schedule “C”. The recreational vehicles (RV’s) can still be tipped and an attempt to remove all metal from the RV’s be removed to the best of the user’s ability should be undertaken. A minimum charge of \$300 is suggested, as the operator must break down unit to landfill effectively.
- Surcharge for Solid waste containing Prohibited Recyclable Materials is part of the bylaw that will double the residential waste rate at \$240 per tonne. Materials mixed that are not permitted in with solid waste include Batteries, Corrugated Cardboard, Fridges and Freezers, Metal, RecycleBC Stewardship Materials, Tires and Yard and Garden Waste (branches 2” & under).
- Improperly covered loads tipping fee premium has not been enforced as stated in the bylaw. ACRD staff have asked the AVLFL contractor to begin enforcing this part of the bylaw. Staff are preparing cards for the public advising if not in compliance and all loads must be covered.
- If the public wishes to use the weigh scale ACRD, staff are suggesting that there be a charge of \$10.00 per occurrence. Other Regional District’s charge fees for this service.
- Clean wood waste can be diverted from the landfill and by diverting the material, the landfill gas creation will be reduced. It is estimated that there was approximately 750 tonnes of wood waste tipped in 2016 at the AVLFL. These materials can find alternative uses such as hog fuel or chipped to be used in the composting processes.
- The removal of Drywall/Gypsum from the landfill has occurred at other regional districts and shipped to the lower mainland to be recycled. Materials that are from pre 1990 can contain asbestos and will not be accepted for recycling unless tested. The rate to process Drywall/Gypsum will be set at \$250 per tonne to cover the cost of handling and shipping to the lower mainland. Berry and Vale undertook Drywall/Gypsum diversion at the Campbell River landfill and understand the challenges in starting the Drywall/Gypsum diversion program; we will use this knowledge to enable a smoother process at the AVLFL.
- The ACRD rate for asbestos is \$250 per tonne is the lowest rate on the island. Our neighbors the at Regional District of Nanaimo charge \$500 per tonne and Comox Valley Regional District do not accept the material and consider it as prohibited waste. Staff propose to charge \$500 per tonne and be in line with the RDN and still provide an option to those within the ACRD to dispose of the waste.

The Alberni Valley and Bamfield Services Committee met on May 17<sup>th</sup>, 2017 and recommended that that the Board of Directors direct staff to amend “Bylaw 1027 - A Bylaw to Provide for the Regulation of Solid Waste Disposal and Tipping Fees at the Alberni Valley Landfill”.

#### **Time Requirements – Staff & Elected Officials:**

Staff and elected official time to prepare and approve the changes to Alberni Valley Landfill Tipping Fee and Regulation Bylaw No. R1027, 2015. Staff will invite the commercial waste haulers to a public session to discuss the tipping fee increase for the AVLFL in 2017 and how the diversion process will be undertaken. Advertisement on the radio and the newspaper will also occur and work with the public through these changes.

#### **Financial:**

The 2017-2021 Financial Plan reflects an increase in the tipping fees for the 2017 year and the plan to move to \$120 is reflected in the budgeted amount for 2017. Fees need to increase in order to cover additional costs that will be incurred by diverting materials. Each \$100,000 in cost associated with diversion and increased



supervision at the landfill will require an increase of \$5 per tonne of waste.

**Policy or Legislation:**

As per the Local Government Act and the Alberni Valley Landfill Tipping Fee and Regulation R1027. The Bylaw takes effect on July 1, 2017.

**Options Considered:**

- 1) Increasing the tax requisition instead of increasing the tipping fees.
- 2) Increasing both the tax requisition and the tipping fees in smaller increments.
- 3) Make no changes to program and prepare for the Landfill Gas Management infrastructure installation.


Submitted by:



---

Andrew McGifford, CPA, CGA, Manager of Environmental Services

Approved by:



---

Wendy Thomson, Acting Chief Administrative Officer



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. R1027-1**

A Bylaw to Amend the Regulation of Solid Waste Disposal and Tipping Fees  
at the Alberni Valley Landfill

**WHEREAS** by Supplementary Letters Patent, dated August 10, 1973 as amended, the Regional District of Alberni-Clayoquot was granted the function of Garbage Disposal under Division XIV of its Letters Patent;

**AND WHEREAS** the Regional District of Alberni-Clayoquot is empowered to establish a scale of charges payable for depositing Municipal Solid Waste at the Alberni Valley Landfill;

**AND WHEREAS** the Board of Directors of the Regional District of Alberni-Clayoquot deems it advisable to enact regulations pertaining to solid waste disposal and to establish a charge for depositing Municipal Solid Waste;

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

1. Bylaw No. R1027, cited as the "Alberni Valley Landfill Tipping Fee and Regulation Bylaw No. R1027, 2015" is hereby amended by replacing Schedules "A" and "C" with Schedules "A" and "C" attached to and forming part of this bylaw.
2. This bylaw comes into effect on July 1, 2017.
3. This bylaw may be cited as the "Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw No. R1027-1, 2017".

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

Certified true and correct copy of **"Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw No. R1027-1, 2017"**

The Corporate seal of the Regional District of Alberni-Clayoquot was hereto affixed in the presence of:

\_\_\_\_\_  
Wendy Thomson  
Acting Chief Administrative Officer

\_\_\_\_\_  
John Jack  
Chairperson

**Schedule A  
Charges**

<b>Solid Waste, excluding Controlled Waste</b>	<b>Tipping Fee</b>	<b>Other Charges</b>
Loads of 84 kg or greater	\$120.00 per tonne	\$10.00 minimum
Loads under 84 kg (each garbage bag or can)	\$2.00 each	\$8.00 maximum
Recreational Vehicle – recyclable metal removed where possible	\$240.00 per tonne	\$300.00 minimum
Surcharge for Solid waste containing Prohibited Recyclable Materials	\$240.00 per tonne	
Surcharge for improperly covered or secured loads	\$240.00 per tonne	
Weighing service		\$10.00 each occurrence

<b>Recyclable Materials</b>	<b>Tipping Fee</b>	<b>Other Charges</b>
Batteries	No Charge	
Corrugated Cardboard	No Charge	
Fridges and Freezers	\$20 each	
Metal	No Charge	
Stewardship Materials	No Charge	
Tires	\$2.00 each or \$170 per tonne whichever is greater	
Yard and Garden Waste (branches 2" & under)	No charge	

<b>Controlled Waste</b>	<b>Tipping Fee</b>	<b>Other Charges</b>
Construction/Demolition Waste	\$160.00 per tonne	\$15.00 minimum
Divertible (Clean) Wood Waste	\$120.00 per tonne	\$10.00 minimum
Construction/Demolition Waste – Containing Drywall/Gypsum	\$250.00 per tonne	\$20.00 minimum
Drywall/Gypsum – date stamped post 1990 or tested to not contain asbestos	\$250.00 per tonne	\$20.00 minimum
Drywall/gypsum – not date stamped post 1990 nor tested	\$250.00 per tonne	\$20.00 minimum
Stumps, land clearing debris	\$120.00 per tonne	
Waste oil (commercial)	\$0.50 per litre	
<b>Contaminated Soils:</b>		
Provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the Alberni Landfill	\$50.00 per tonne	
Provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the Alberni landfill	\$100.00 per tonne	Plus estimated out-of-pocket treatment costs
Pumpings from domestic septic tanks	\$160.00 per tonne	
Catch basin and manhole material	\$160.00 per tonne	\$150.00 minimum
Waste asbestos	\$500.00 per tonne	\$120.00 minimum
Fish, shrimp shells, animal carcasses provided that there will be no charge for animal carcasses removed from public roadways by a public body or their contractor	\$200.00 per tonne	\$100.00 minimum
Steel Cable	\$500.00 per tonne	
Biomedical waste	\$132.00 per tonne	
Loads containing fish feed totes	\$400.00 per tonne	\$120.00 minimum

## Schedule C Prohibited Waste

The following gaseous liquids and municipal solid wastes are not acceptable for disposal at the Disposal Site and include, but are not limited to:

- i. Corrugated Cardboard
- ii. Gypsum
- iii. Hazardous waste;
- iv. Ignitable wastes;
- v. Liquids, except as permitted herein;
- vi. Medical waste
- vii. Metal – including automobiles
- viii. Municipal Solid Waste that does not originate from within the Regional District;
- ix. Radioactive wastes;
- x. Reactive wastes;
- xi. Solid Waste that is on fire or smouldering
- xii. Special Waste, as defined in the *Special Waste Regulation* (British Columbia) except asbestos;
- xiii. Stewardship Materials
- xiv. Tires
- xv. Yard and Garden Waste



## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** Wendy Thomson, Acting Chief Administrative Officer/  
Dan Holder, Fire Services Coordinator

**Meeting Date:** May 24, 2017

**Subject:** Request from Cherry Creek Fire Department – Automatic Mutual Aid Agreement

---

**Recommendation:**

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to work with the City of Port Alberni and the Cherry Creek Fire Department on a new Automatic Mutual Aid Agreement and bring back for consideration by the Board of Directors.

**Desired Outcome:**

To enter into a new mutual aid agreement between the Alberni-Clayoquot Regional District, City of Port Alberni and Cherry Creek Fire Department.

**Background:**

Following up on a recommendation from the Mitchell Report that an Automatic Mutual Aid (AMA) Agreement would be beneficial for the Alberni Valley Fire Departments in the delivery of fire protection. AMA is similar to Mutual Aid except that when a report of a confirmed structure fire, all fire departments are notified and the response times are greatly reduced.

In January 2012, an Automatic Agreement was executed between the City of Port Alberni Fire Department, Beaver Creek Volunteer Fire Department and Sproat Lake Volunteer Fire Department. Cherry Creek Volunteer Fire Department chose not to be part of the Agreement.

Since the inception of the AMA Agreement all the Fire Departments recognize the value in the Agreement in terms of proving additional support, improved response times and training amongst departments. The working relationship between all the departments has become a very improved and positive effort in providing fire protection within their jurisdictions.

In a letter dated May 9, 2017, from Fire Chief Lucas Banton, Cherry Creek Volunteer Fire Department have requested to become a partner in the AMA Agreement.

The Fire Chiefs from all the partners in the current Agreement are in strong support to have the Cherry Creek Volunteer Fire Department become a participant in the AMA Agreement.

Staff recommend that a new AMA Agreement be developed between the ACRD, City of Port Alberni and Cherry Creek Fire Department for consideration of approval by each organization.

**Time Requirements – Staff & Elected Officials:**

Some staff and Fire Services Coordinator time to develop and coordinate a new agreement between the three organizations.

**Financial:**

There is no financial compensation for the organizations for attending events outside their jurisdictions.



Submitted by: \_\_\_\_\_  
Wendy Thomson, Acting Chief Administrative Officer



# CHERRY CREEK FIRE DEPARTMENT

5920-B CHERRY CREEK RD. PORT ALBERNI, B.C. V9Y 8R7

FIRE HALL 250.723.2254 WATER BOARD OFFICE 250.723.2214 FAX 723-0225

---

---

9 May 2017

Dear John Jack,

Just over five years ago the Mutual Aid Agreement for Port Alberni, Beaver Creek and Sproat Lake fire departments was changed to an Automatic Aid Agreement (AMA). Cherry Creek was only interested in continuing with the existing Mutual Aid Agreement. While the other departments adopted AMA, Cherry Creek retained a Mutual Aid Agreement with the Valley departments.

The valley Chiefs have discussed AMA with Cherry Creek and provided a summary of how the last five years of the agreement has functioned. During that time, each of those jurisdictions have benefited with a faster response from AMA partners. Each of the current AMA members encouraged Cherry Creek to consider joining the AMA agreement.

I carefully reviewed the current situation and believe Cherry Creek is ready to adopt AMA, the associated inter departmental training and collaboration.

The Cherry Creek Water Board supports the request to amend the AMA and include the Cherry Creek Fire Department. It is also supported by the Cherry Creek Fire Department Officers and Firefighters. Please consider the request and advise of next steps.

Sincerely,

Lucas Banton BBA  
Fire Chief



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Alberni Valley & Bamfield Committee  
Teri Fong, CPA, CGA, Manager of Finance

**Meeting Date:** May 24, 2017

**Subject:** Alberni Valley Bulldogs Sponsorship Program

---

**Recommendation:**

***That the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Bulldogs Sponsorship Proposal for the value of \$25,925.00 plus applicable taxes.***

**Summary:**


The Alberni Valley & Bamfield Committee considered the sponsorship proposal at their May 17, 2017 meeting and made a motion to endorse the package as presented. The proposal is similar to the sponsorship level that the ACRD has provided for the past three years. The partnership gives the ACRD the opportunity to promote Alberni Valley services particularly solid waste management initiatives and emergency programs.

**Time Requirements – Staff & Elected Officials:**

Staff time is required to assist in the developing of the advertisements, providing the recycling training to the Bulldogs players to enable them to deliver the school program and attending the game days to distribute promotional materials.

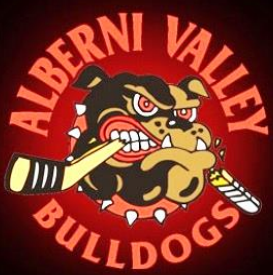
**Financial:**

The funding for the proposal will come from the budgets in the Alberni Valley & Bamfield Waste Management service and Alberni Valley Emergency Planning.

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

Approved by:   
Wendy Thomson, Acting Chief Administrative Officer





# Sponsorship Proposal



**Grow your BRAND on  
Vancouver Island  
Establish a larger presence in  
British Columbia**





# Alberni Valley Bulldogs

- Over 33,000 annual home attendance
  - The ticket office estimates 5200 fresh faces a season
  - 75,000 additional non Bulldog users and spectators
- Member, BC Junior Hockey League (BCHL) since 2002
- Strong provincial brand
- Community owned and operated by the Port Alberni Junior Hockey Society (PAJHS)





# Port Alberni Junior Hockey Society

## Our Purpose

To promote civic spirit and community engagement by owning and operating a Junior A hockey team based in Port Alberni, British Columbia.

## Our Goals

- To provide an entertaining and competitive hockey team
- To provide a strong education and scholarship program
- To support development in local minor hockey
- To build and maintain a healthy business model





# Facility



## Our Success

- BCHL's most respected education program
- 4th largest fan base in the BCHL
- Player mentoring of minor hockey players
- A dedicated Board and staff committed to success
- Best Fans in the BCHL!



# Our Community

## Our Team

4 Wall Banners

2 Pop Up Banners ( up to 6 upon availability)

1-3 Appearance by the players. E.g.. Family Farm Days

3 Game Day Sponsorships:

- 1 at the beginning of season, 1 in the middle of the season, 1 at the end of the season
- Each game day comes with a minimum of 50 tickets per game, more if requested. News paper and radio ads leading up to the game. Table in the front foyer to promote event during the game and give away ACRD swag. Opportunity for a intermission activity. Three in game announcements. Logo and ad in the program insert
- Reintroduce the Bulldogs Lunch Box Challenge to the Elementary Schools.
- Web site link to the ACRD
- Bulldogs in School Program
- Opportunity to have flyers handed out at Bulldogs games prior to ACRD events.
- 1 full page color ad in the program, inside front cover
- 1 full page black and white ad in the program
- 2 sets of stair messaging.

Total ACRD Investment \$25925.00 plus tax



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## MEMORANDUM

**To:** Wendy Thomson, Acting Chief Administrative Officer; and  
Regional Board of Directors

**From:** Charity Hallberg Dodds, Planning Assistant

**Date:** May 18, 2017

**Subject:** DVE17003 – Hetherington, 6036 Kirkpatrick Road

---

### Recommendation


*THAT the Board of Directors issue development variance permit DVE17003.*


### Background

On April 26, 2017, the Board reviewed an application for a development variance permit for PARCEL A (DD 362519I) OF LOT 1, DISTRICT LOT 88, ALBERNI DISTRICT, PLAN 6563 located at 6036 Kirkpatrick Road.

The Board recommended that this application proceed to the next stage of the variance process. This involved notifying all neighbouring property owners and residents within 100 meters of the property, which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the May 24, 2017 Board meeting, staff will inform the Board.

The development variance permit will reduce the required watercourse setback from 100 feet (30.48 metres) to 50 feet (15.24 metres) and the required side yard setback from 15 feet (4.572 metres) to 5 feet (1.524 metres), from the western property line, to facilitate construction of a proposed accessory building.

Prepared by:   
Charity Hallberg Dodds, Planning Assistant

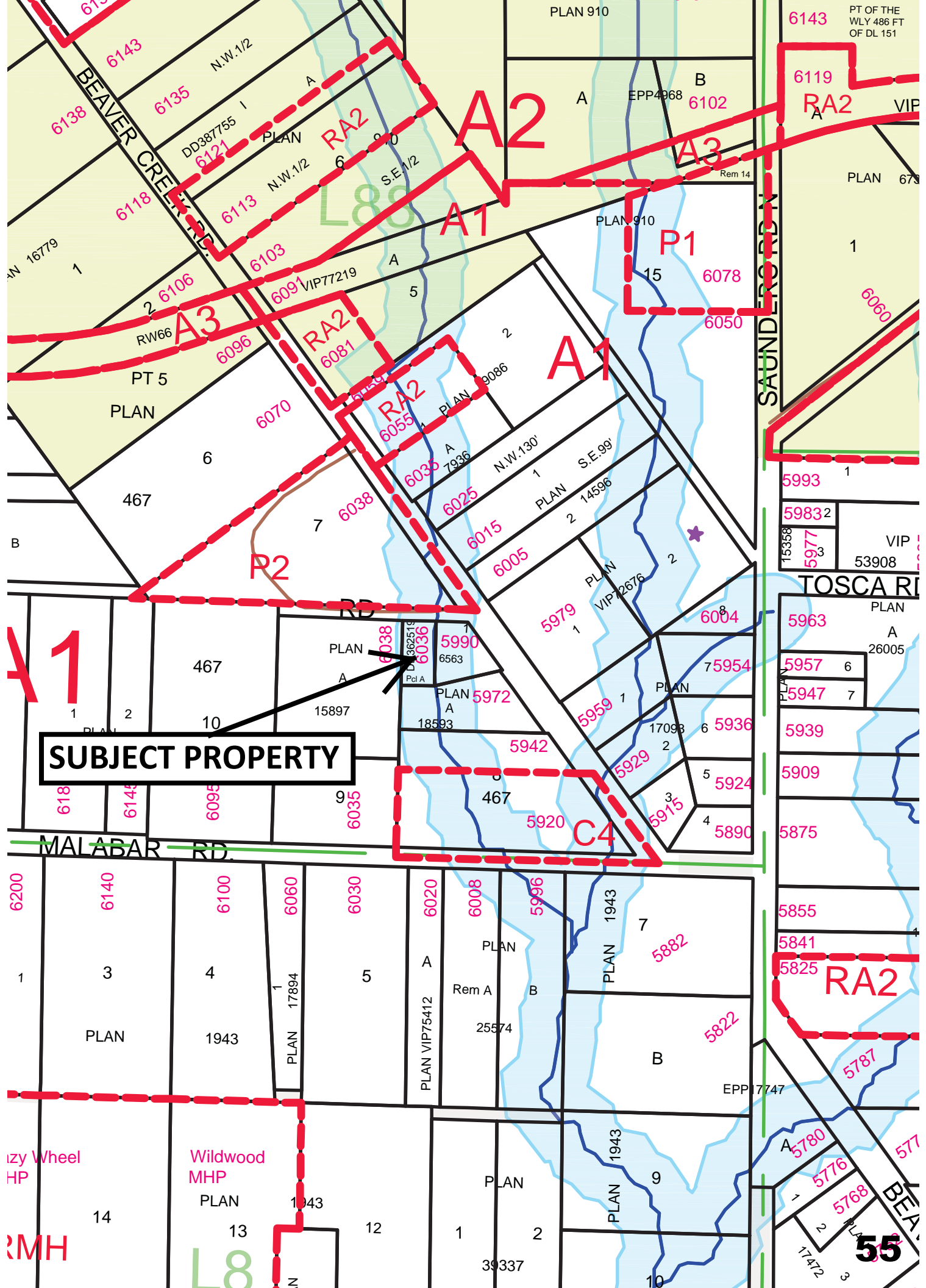
Reviewed by:   
Mike Irg MCIP RPP, Manager of Planning & Development

  
Wendy Thomson, Acting Chief Administrative Officer

### DVE17003

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

PT OF THE WLY 486 FT OF DL 151



**SUBJECT PROPERTY**

**RA2**

**55**



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## DEVELOPMENT VARIANCE PERMIT NO. DVE17003

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Corbin Hetherington

**Address:** 6036 Kirkpatrick Road, Port Alberni

With respect to:

**Legal Description:** PARCEL A (DD 362519I) OF LOT 1, DISTRICT LOT 88, ALBERNI DISTRICT, PLAN 6563

**PID:** 005-844-843

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

Section 6.2 (4)(a) to reduce the natural watercourse setback from 100 feet to 50 feet; and  
Section 6.5.2 (c)(ii) to reduce the side yard setback, on the western property line, from 15 feet to 5 feet in the Small Holdings (A1) District.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXX, 2017.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXX, 2017.

\_\_\_\_\_  
Wendy Thomson, Acting CAO

\_\_\_\_\_  
Chair of the Board of Directors

## DVE17003





# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## MEMORANDUM

**To:** Wendy Thomson, Acting Chief Administrative Officer; and  
Regional Board of Directors

**From:** Alex Dyer, Planner

**Date:** May 18, 2017

**Subject:** DVE17005, Parcel G, Arvay Road (STRUC Holdings Ltd.)

### Recommendation

*THAT the Board of Directors consider issuing development variance permit DVE17005 with the proposed amendments.*

### Development Variance DVE17005:

Development variance of Section 6.5.2(c)(ii) of the ACRD Zoning Bylaw to:

- reduce the rear yard setback from 15 feet to 5 feet; and the side yard setback, on the north lot line, from 15 feet to 11 feet to allow for the construction of an accessory building; and

Development variance of Schedule No. II – Bulk and Site Regulations of the ACRD Zoning Bylaw to:

- reduce the side yard setback from 15 feet to 9 feet to allow for construction of a single family dwelling in the Rural (A2) District.

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

### Background

On May 10, 2017 the Board reviewed an application for a development variance permit for PARCEL G (BEING A CONSOLIDATION OF LOTS 32, 33 AND 34, SEE CA5135877), BLOCK 2, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488 located on Arvay Road.

The variance application was to reduce the rear and side yard (north side) setback for an accessory building from 15 feet to 5 feet in order to build a 745 square foot detached shop. On April 27, 2017 notices were mailed to neighbouring property owners and residents within 100 metres of the subject

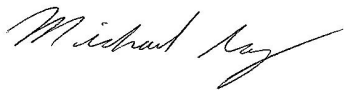
### DVE17005

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

property. The neighbouring property owner immediately to the east of the subject property made a delegation to the Board at the May 10, 2017 meeting expressing his concerns about the proposed variance, primarily the impact on viewscape. After hearing the concerns from the neighbouring property owner, the Board passed a resolution to defer the application to the next meeting to allow staff to work with the applicant and discuss options.

After meeting with ACRD staff, the applicants have amended the variance application as presented in this memorandum.

Prepared by:   
Alex Dyer, Planner

Reviewed by:   
Mike Irg MCIP RPP, Manager of Planning & Development

  
Wendy Thomson, Acting Chief Administrative Officer



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## Development Variance Application

**DATE:** April 13, 2017

**ACRD FILE NO.:** DVE17005

**APPLICANTS:** STRUC HOLDINGS LTD (Cody Chretien – agent)

### LEGAL

**DESCRIPTION:** PARCEL G (BEING A CONSOLIDATION OF LOTS 32, 33, AND 34, SEE CA5135877), BLOCK 2, DISTRICT LOT 109, ALBERNI DISTRICT, PLAN 1488

**LOCATION:** Parcel G, Arvay Road

**ELECTORAL AREA:** "E" Beaver Creek

**APPLICANT'S INTENTION:** The applicant is applying to reduce the rear and side yard setback for an accessory building from 15 feet to 5 feet in order to build a 745 square foot detached shop.

### Recommendation:

*THAT the Board of Directors consider issuing a development variance permit DVE17005.*

### Development Variance DVE17005:

- i. Development variance of Section 6.5.2(c)(ii) of the ACRD Zoning Bylaw to reduce the rear yard setback and the side yard setback on the north lot line in the Rural (A2) District from 15 feet to 5 feet to allow for the construction of an accessory building.

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

### Observations:

- i. **Status of Property:** The 0.344 acre vacant parcel (120 feet wide by 125 feet deep) is mostly scrub brush and smaller deciduous trees. The property is level although the adjacent parcels to the north and east have been built up with 4 feet of fill material to raise their elevation. The north east corner is where the shop would be built. Parcel G is a

## DVE17005

consolidation of three smaller lots, each lot originally being 40 feet wide. The property is located on the east side of Arvay Road, north of the intersection with Dayton Road. There has been recent new construction on this portion of Arvay Road with three new single family dwellings under construction since 2014 on neighbouring properties to the north and east.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** Beaver Creek Water Service Area.
- c. **Fire Protection:** Beaver Creek Volunteer Fire Department.
- d. **Access:** Access to the property is from Arvay Road, which is constructed along the full frontage of the subject property. There is an unbuilt laneway access adjacent to the property along the east boundary that could connect with Dayton Road to the south.

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

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

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

- c. **Zoning:** The property is zoned Rural (A2) District.

**Rural (A2) District requires:**

	<b>Existing</b>	<b>Proposed</b>
Minimum Lot Area:	5 acres	5 acres
Minimum Lot Width:	330 feet	330 feet
Lot Coverage:	-	-
Minimum Setbacks <i>(single family dwelling)</i>		
Front:	50 feet	<i>25 feet*</i>
Rear:	30 feet	30 feet
Side:	15 feet	15 feet
Minimum Setbacks <i>(accessory building)</i>		
Front:	50 feet	<i>25 feet*</i>
Rear:	15 feet	<b>5 feet</b>
Side:	15 feet	<b>5 feet</b>

\* Development Variance DVE11004 issued on July 27, 2011 to reduce the required front yard setback from 50 feet to 25 feet.

**DVE17005**

**The property owner is applying to reduce both the side yard setback on the north side of the property and the rear yard setback for an accessory building from 15 feet to 5 feet in order to facilitate the construction of a proposed shop/garage.**

**Comments:**


The property owner intends to build a 745 square foot accessory building in the north east corner of the property and has applied to reduce the side yard setback on the north side and the rear yard setback from 15 feet to 5 feet. The applicant's original intent was to apply for a reduction to 3 feet from both the side and the rear but after discussions with the Building Inspector regarding fire separation requirements in the BC Building Code, the applicant has decided that a reduction to 5 feet would be more feasible.

The Board issued Development Variance DVE11004 on July 27, 2011 to reduce the required front yard setback from 50 feet to 25 feet for any building on this property. The applicant submitted a site plan with the application that demonstrates a proposed single family dwelling location that complies with the existing required setbacks. The variance would only reduce the setbacks to allow for the construction of the detached shop. The 5 foot side and rear yard setback for an accessory building would be appropriate for a property of this size. The total combined floor area of all accessory buildings is restricted to 5% of the lot area which in this case would limit the floor area of the shop to a maximum of 750 square feet.

A similar variance to reduce the side yard setback from 15 feet to 5 feet for an accessory building was issued by the Board in June 2016 for a similar sized property further to the north on Arvay Road. The proposed construction fits with the character of development in the area and would provide the applicant with a suitable building envelope for the proposed house and detached shop. Planning staff recommends that the Board proceed with the neighbour notification process for this variance application.

Submitted by:   
Alex Dyer, Planner

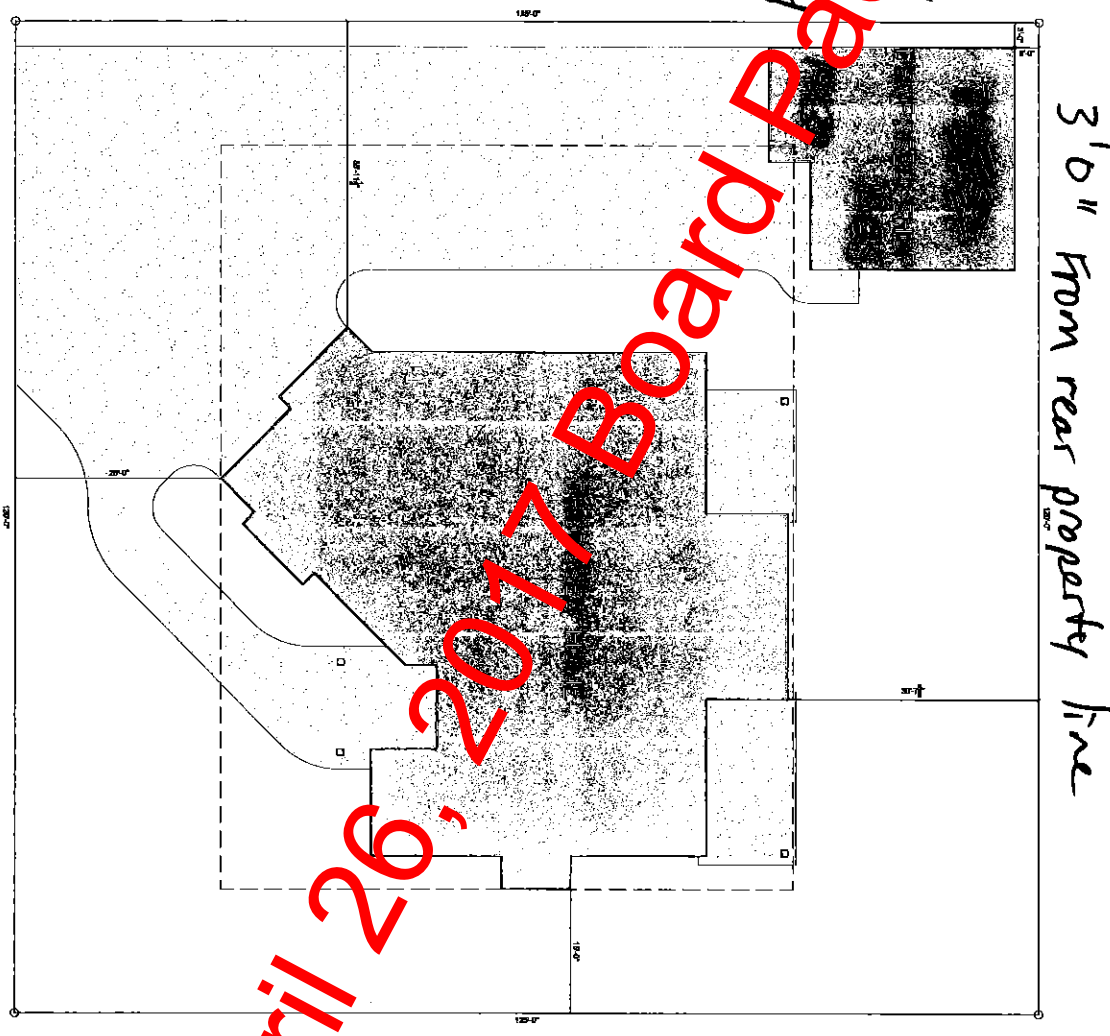
Reviewed by:   
Mike Irg MCIP RPP, Manager of Planning & Development

  
Wendy Thomson, Acting Chief Administrative Officer

**From April 26, 2017 Board Package**

**DVE17005**

**From April 26, 2017 Board Package**



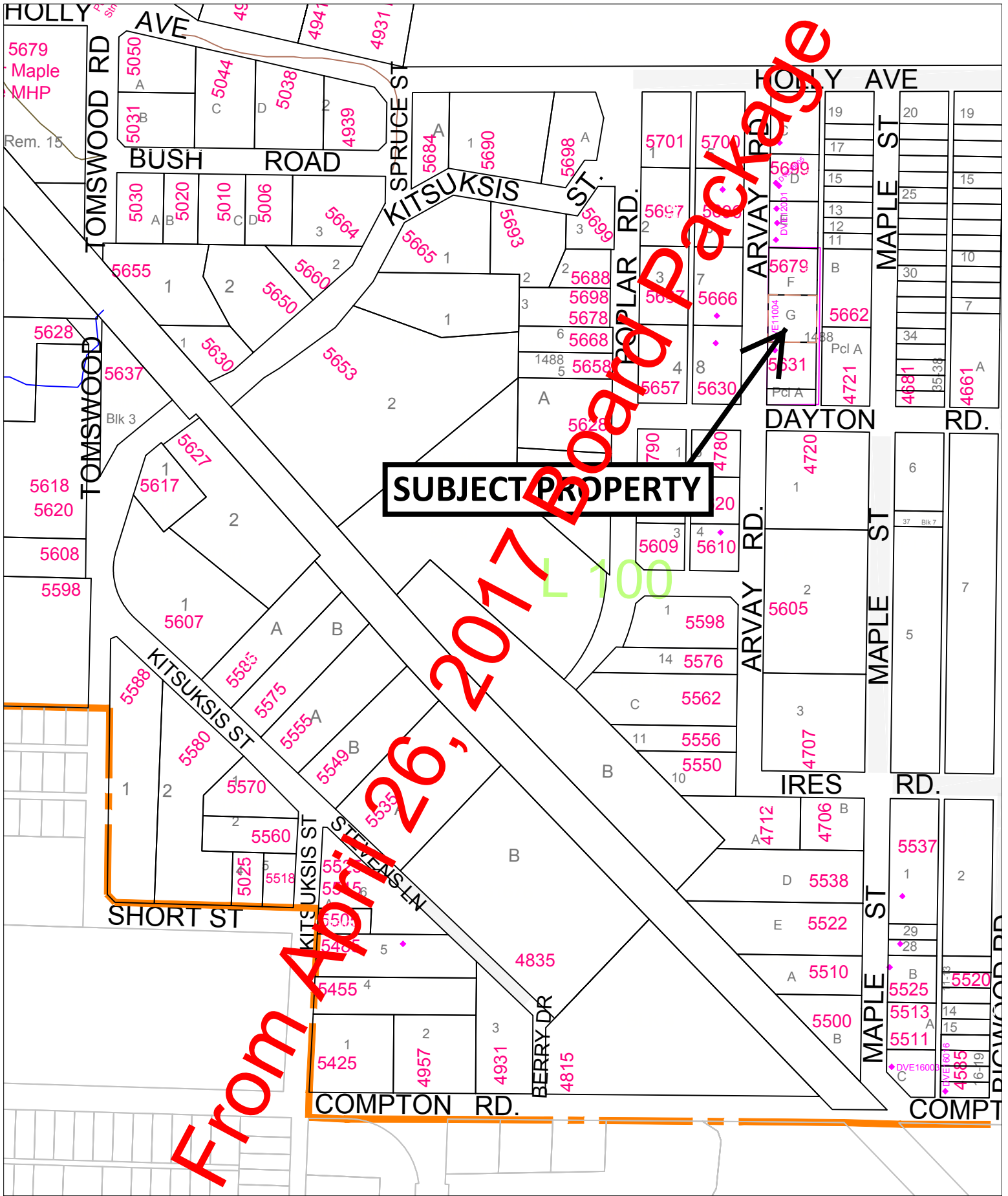
CONFIRMED PRIOR TO CONSTRUCTION  
ARE TO BE REVIEWED AND TO HAVE SPECIFICATIONS/BUILDING ASSEMBLIES DETERMINED BY ALL NECESSARY BUILDING PROFESSIONALS WHICH MAY INCLUDE, BUT NOT LIMITED TO, MUNICIPAL BUILDING INSPECTOR, STRUCTURAL ENGINEER, ROOF TRUSS MANUFACTURER, LAND SURVEYOR, BUILDING CONTRACTOR AND ANY OTHER NECESSARY E



From April 26, 2017 Board Package









# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## MEMORANDUM

**To:** Wendy Thomson, Acting Chief Administrative Officer; and  
Regional Board of Directors

**From:** Mike Irg, Manager of Planning and Development

**Date:** May 18, 2017

**Subject:** TUP17010, LOT 21 DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 EXCEPT PART IN PLAN 2051 RW and LOT 22, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 (3133 Alberni Highway - 1047819 BC Ltd C/O Heather Powell)

### Background

On April 26, 2017, the Board reviewed an application for a Temporary Use Permit for LOT 21 DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 EXCEPT PART IN PLAN 2051 RW and LOT 22, DISTRICT LOT 18, ALBERNI DISTRICT.

The Board recommended that this application be furthered to the next stage of the temporary use permit process. This involved publishing a notification of the permit in the newspaper, which was completed in the May 16, 2017 issue of the AV News, and notification to all residents and property owners of properties within 100 meters of the subject property, which was completed May 12, 2017. No correspondence has been received to date. If any objections or responses are received prior to the May 26, 2017 Board meeting, staff will inform the Board.

The Ministry of Transportation and Infrastructure has approved this permit as required under Section 52 of the *Transportation Act*.

If approved, the permit will allow a commercial campground for a maximum of 22 camping sites on the subject property until May 24, 2020.

### Recommendation

THAT the Board of Directors issue Temporary Use Permit TUP17010.

Prepared by: \_\_\_\_\_

Mike Irg, MCIP, RPP  
Manager of Planning and Development

Reviewed by: \_\_\_\_\_

Wendy Thomson, Acting CAO

### TUP17010

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

ARDEN

FOULC



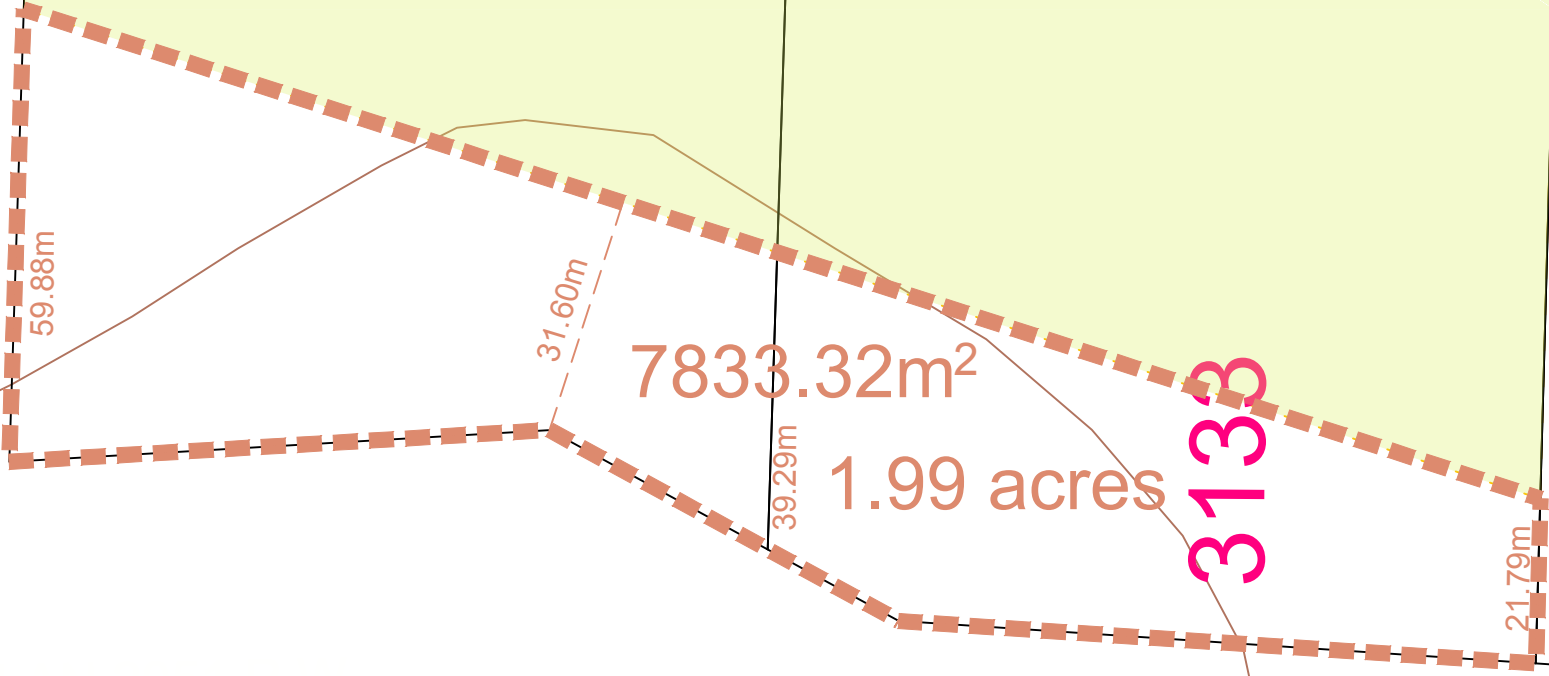
A

22

21

3

3063



7833.32m<sup>2</sup>

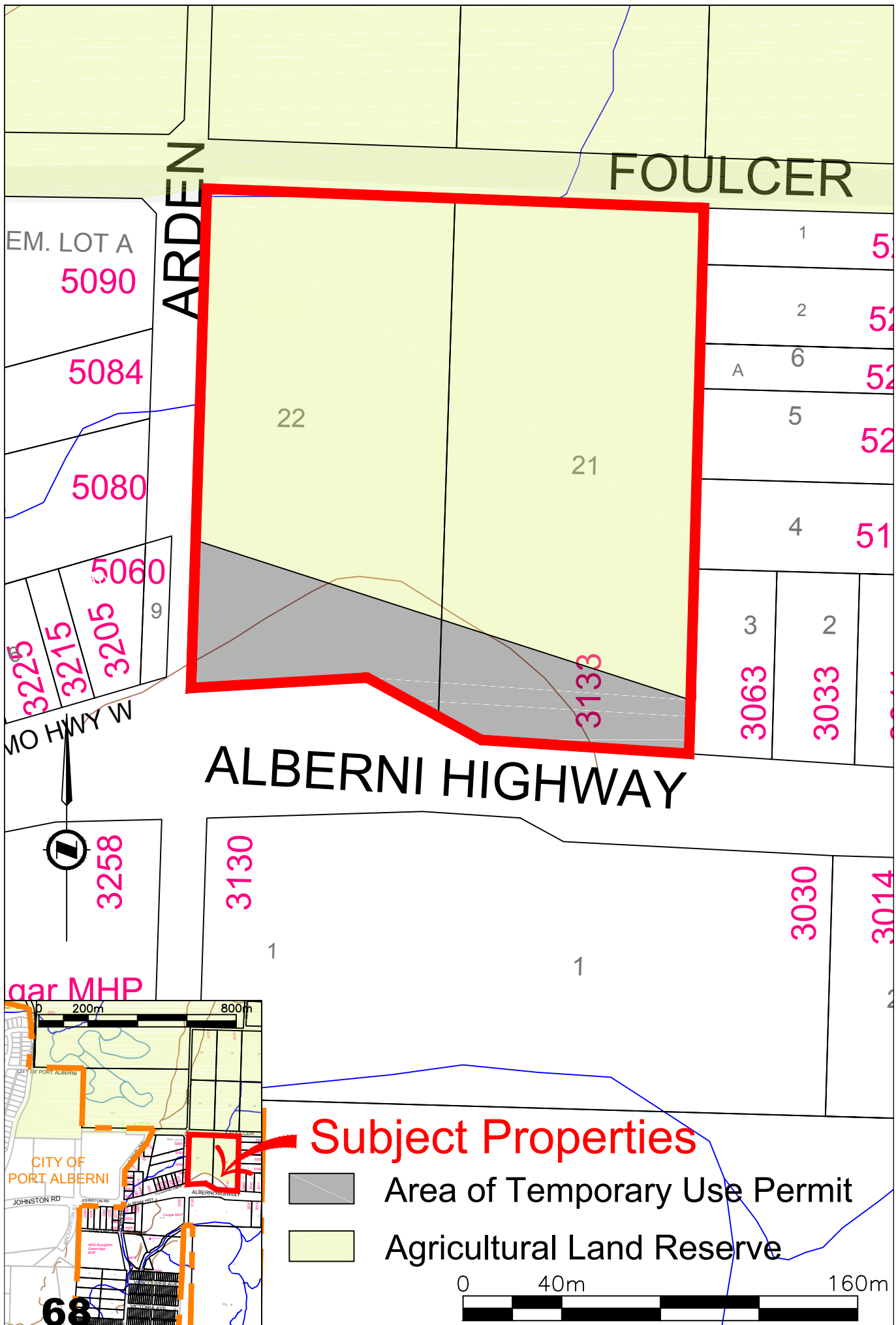
1.99 acres

3133

3130

1





ARDEN

FOULCER

EM. LOT A  
5090

5084

5080

5060

3225  
3215  
3205

MO HWY W

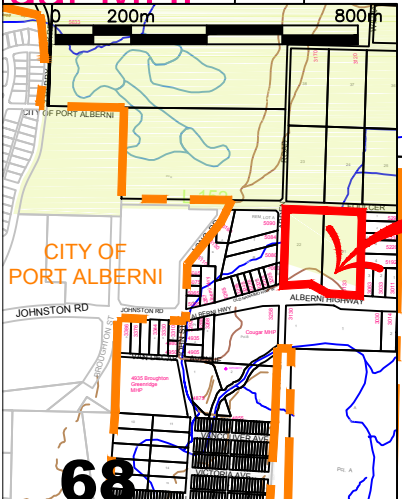
ALBERNI HIGHWAY



3258

3130

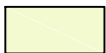
near MHP



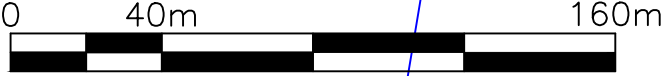
**Subject Properties**



Area of Temporary Use Permit



Agricultural Land Reserve





# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## TEMPORARY USE PERMIT NO. TUP17010

Whereas, pursuant to Section 463 of the *Local Government Act*, a local government may by resolution, on application of a property owner, issue a temporary use permit;

A Temporary Use Permit is hereby issued to:

**Name:** 1047819 BC Ltd C/O Heather Powell

**Address:** 3133 Alberni Highway, Port Alberni, BC

With respect to:

**Legal Description:** LOT 21 DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 EXCEPT PART IN PLAN 2051 RW and LOT 22, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906

**PIDS:** 008-289-760 and 008-289-794

The Regional District of Alberni-Clayoquot hereby issues a Temporary Use Permit to 1047819 BC LTD with respect to property legally described as LOT 21 DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 EXCEPT PART IN PLAN 2051 RW and LOT 22, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906 subject to the conditions as follows:

1. This permit is only applicable to that part of the lands not within the Agricultural Land Reserve.
2. This permit is issued for a seasonal commercial campground for a maximum of 22 camping sites.
3. All campsites are to be clearly marked and delineated.
4. There is to be no vegetation removal within 15 meters of any streams.
5. No campsites to be located within the Agricultural Land Reserve.
6. Access within the campground to be maintained and clearly marked.
7. No permanent structures to be erected within the individual campsites.
8. This permit is valid until May 24, 2020.

At the time this permit expires, the property owner may apply to the Regional District to have it re-issued for another period of up to three (3) years or the property owner must return the property to the original use permitted under the current Zoning by way of ceasing any seasonal commercial campground use or rezone the property.

In accordance with the provision of Section 463 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on \_\_\_\_\_, 2017.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on \_\_\_\_\_, 2017.

\_\_\_\_\_  
Wendy Thomson, Acting CAO

\_\_\_\_\_  
Chair of the Regional Board

### TUP17010

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

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

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
<b>ADMINISTRATION</b>							
1.	July 10/15	Develop: Long term plan for reconciliation	All	Y/N	Reconciliation Comm.	June 2017	Chair to develop a strategy with the Board/ ACRD applying for funding to host C2C Forum
2.	May 27/15	Assessment: Tseshaht First Nation water system expansion to Bell & Stuart roads	D	Y/Y	Andrew	April 2017	Request for update sent from CAO
3.	Sept. 16/15	Continue: Meeting with Tseshaht First Nation to discuss tenure at the AV Landfill	Alberni Valley	Y/Y	Andrew/ Heather	Ongoing	Tseshaht Meeting June 1 <sup>st</sup> with Council
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	Andrew/ Wendy	May 2017	Referred to EA Directors Committee
5.	Jan. 25/17	Letter: to Toquaht Nation & Yuułu?it?ath Government inviting to participate in the West Coast Multi-Plex service	West Coast	Y/Y	Wendy	June 2017	Toquaht committed, YG considering at next executive meeting, then amending bylaw for consideration by ACRD Board
6.	Feb. 8/17	Work: with BC Transit on a feasibility study for a transit service between Tofino and Ucluelet	West Coast	N/N	Wendy	June	Working with BC Transit on a RFP to retain a consultant to undertake a market/demand analysis in 2017
7.	Feb. 8/17	Provide: support to the first responder transportation issues in Bamfield	A	Y/N	Wendy/ Dan	May/June	Ongoing – met BCEHS, options provided on training First Responders received & being reviewed
8.	Feb. 22/17	Invite: Island Timberlands to meet with the ACRD Board of Directors to share their draft recreation policy	AV	N/Y		March	Arranging tour in June 2017.

**6lberni-Clayoquot Regional District**  
**Staff Action Items to the Board of Directors as of May 17, 2017**

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
<b>FINANCE</b>							
9.	Sept. 21/16	Meeting: with Long Beach Golf Club regarding water fees	West Coast	Y/Y	Teri/ Wendy/ Andrew	March 2017	Error discovered and communicated this to LBGC. Remove
10.	Nov. 9/16	Meeting: with RHD Chair & IH reps regarding end of life program in region	All	Y/Y	Teri/ Shelli	April 2017	Done- Remove
11.	April 26/17	Submit: Asset Management grant application to the Gas Tax SPF Capacity Building			Teri	May 31/17	Gathering info and cost estimates for application. Deadline: June 1, 2017
12.	April 26/17	Amend: The BVFD service to include a capital expenditure of \$25,000 for the purchase of a used fire truck.	"A" (Bamfield)		Teri	Nov. 2017	Purchase is complete. Financial Plan Bylaw to be amended in the Fall 2017
13.	May 10/17	Distribute: MFA Socially Responsible Investing survey to directors and compile results to submit back to MFA	All		Teri		Surveys distributed. Awaiting responses from Directors.
<b>ENVIRONMENTAL SERVICES</b>							
14.	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
15.	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 in June
16.	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	May 2017	In Progress

**6lberni-Clayoquot Regional District**  
**Staff Action Items to the Board of Directors as of May 17, 2017**

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
17.	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 ' RFD @ May 31 <sup>st</sup> WC Meeting
18.	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 surveying completed for long term leases
19.	Mar. 22/17	Prepare Aircraft Operating Procedures for AVRA.			Mark/Kathy		In progress Summer/Fall completion
20.	Mar. 22/17	Investigate funding opportunities for the ACRD through the Rural Dividend Fund.			Kathy	April 2017	In progress
21.	April 5/17	Arrange a public engagement session in Ucluelet regarding the proposed cardboard disposal ban on the West Coast starting on July 1, 2017	West Coast	Y/Y	Andrew/ Kathy	May 2017	In progress. May 18 <sup>th</sup> meeting for Area C and Ucluelet. Tofino will using letter notifications.
22.	April 26/17	Submit: Grant application to the Gas Tax SPF for the Implementation of the Consolidated Strategic Landfill Diversion Program.	All	Y/Y	Andrew		In progress Deadline: June 1, 2017
23.	May 10/17	Inform the Clayoquot Clean Up project that tipping fees up to \$2000 will be waived and inform WC landfill staff and Finance Dept.	WC	Y/Y	Andrew	May 2017	Advised Clayoquot Clean up group of the waived tipping fees. - Remove
<b>PLANNING</b>							
24.	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	May 2017	Options to West Coast Committee in May



**6lberni-Clayoquot Regional District**  
**Staff Action Items to the Board of Directors as of May 17, 2017**

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
25.	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
26.	May 27/15	Re-designate: major/minor streams within all electoral area official community plan areas	Electoral Areas	Y/Y	Mike	June 2017	Part of OCP amendments
27.	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	
28.	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
29.	Oct. 12/16	Meeting: Invite wireless communication providers in the region to provide an update on plans in the region	All	Y/Y	Alex	June 2017	Rogers Representative to be a delegation at the June 28 <sup>th</sup> Board Meeting.
30.	Nov. 9/16	Sign: Climate Action Charter & include cost implications in 2017 Budget	All	Y/N	Mike	June 2017	Signed – Staff report prepared for June
31.	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	June 2017	McElhanney preparing cost estimates.
32.	Feb. 22/17	Enter: into discussions with owner of DL 130 & DL 60, Lot 2 VIP64541 to	AV	Y/Y	Mike/Heather	April 2017	In progress

6lberni-Clayoquot Regional District  
Staff Action Items to the Board of Directors as of May 17, 2017

#	Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		provide a road access agreement to the property in exchange for a height restriction covenant to be placed on the two sections of land within the OLS of the AV Regional Airport					
33.	April 26/17	Submit: Grant application to the Gas Tax SPF for the Pacific Traverse Trail connection to the existing District of Tofino trail and Ucluelet / Long Beach Multi-Use Path.	West Coast		Mike/Heather		In progress Deadline: June 1, 2017
34.	May 10/17	Enter into: two (2) year agreement with the District of Ucluelet to provide building inspection services.	Ucluelet		Mike		Signed by ACRD and sent to District of Ucluelet.

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**  
**JUNE 2017**

<b>DATE</b>	<b>MEETING</b>	<b>TIME &amp; LOCATION</b>	<b>ATTENDEES</b>
Thursday, June 8 <sup>th</sup>	West Coast Emergency Coordination Meeting	9:00 am – Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC	T. Bennett, K. Johnsen, D. St. Jacques, J. Osborne, Staff
Wednesday, June 14 <sup>th</sup>	Board of Directors Meeting	1:30 pm – Uchucklesaht Tribe Government Office 5251 Argyle Street Port Alberni, BC	Directors, Staff
	Hospital District Meeting	Immediately Following Above	Directors, Staff
Thursday, June 22 <sup>nd</sup>	Alberni Valley Emergency Planning Liaison Group Meeting	1:30 pm - Regional District Board Room	Committee, Staff
Wednesday, June 28 <sup>th</sup>	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Staff

Issued: May 19, 2017



**SUMMARY OF REVENUE AND EXPENDITURES  
FOR PERIOD ENDING APRIL 30, 2017**

(PAGE 1)

	<b>2017 YEAR TO DATE ACTUAL</b>	<b>2017 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b>REVENUE</b>			
Tax requisition	\$ -	\$ 4,843,721	0.00%
Parcel taxes	-	849,047	0.00%
Grants in lieu of taxes	-	30,500	0.00%
Services provided to other governments	37,167	62,584	59.39%
Sale of services	1,109,445	3,592,640	30.88%
Other revenue	31,620	565,600	5.59%
Grants from other sources	614,348	1,997,117	30.76%
Surplus (deficit) from prior years	1,932,234	1,936,046	99.80%
Committed surplus from prior year	2,404,402	2,404,402	100.00%
Transfers between services	-	1,475,645	0.00%
	<hr/>		
<b>SUBTOTAL</b>	6,129,216	17,757,302	34.52%
 <i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 372,455	\$ 715,000	52.09%
	<hr/>		
<b>TOTAL REVENUE</b>	<b>\$ 6,501,671</b>	<b>\$ 18,472,302</b>	<b>35.20%</b>
	<hr/> <hr/>		

EXPENDITURES	2017 YEAR TO DATE ACTUAL	2017 ANNUAL BUDGET	PERCENTAGE OF BUDGET
<b>All Members</b>			
E911 Telephone System	1,423	307,000	0.46%
General Government Services	471,896	1,355,750	34.81%
Alberni-Clayoquot Health Network	41,436	149,500	27.72%
Regional Parks	6,541	42,000	15.57%
Regional Planning	42,672	188,500	22.64%
<b>Electoral Area's</b>			
Building Inspection	66,991	283,500	23.63%
Electoral Area Administration	29,586	1,633,812	1.81%
Mgmt of Development - Rural Areas	71,573	372,000	19.24%
Vancouver Island Regional Library	115,756	465,500	24.87%
<b>Alberni Valley</b>			
Alberni Valley Emergency Planning	18,512	181,000	10.23%
Alberni Valley & Bamfield Waste Mgmt	445,033	2,565,000	17.35%
Alberni Valley Regional Airport	152,463	1,310,565	11.63%
Alberni Valley Regional Water - Proposed	1,082	21,000	5.15%
Custom Transit	76,302	547,000	13.95%
Sproat Lake Marine Patrol	2,556	33,000	7.75%
<b>West Coast</b>			
Long Beach Airport	78,840	866,106	9.10%
West Coast Emerg. Coordination - Proposed	-	9,000	0.00%
West Coast Emergency Planning	8,678	27,000	32.14%
West Coast Multiplex	5,500	107,563	5.11%
West Coast Waste Mgmt	247,251	1,015,000	24.36%
<b>City of Port Alberni</b>			
Port Alberni Arena	167	199,000	0.08%
<b>Bamfield</b>			
Bamfield Community Park	490	13,500	3.63%
Bamfield Volunteer Fire Dept	37,606	164,000	22.93%
Bamfield Water System	471,023	1,294,631	36.38%
<b>Beaufort</b>			
Mountain Ranch Rd Fire Protection	8	3,152	0.25%
<b>Long Beach</b>			
Millstream Water System	6,107	140,718	4.34%
Salmon Beach Garbage	4,147	23,080	17.97%
Salmon Beach Power Distribution	15,280	99,400	15.37%
Salmon Beach Recreation	3,719	57,300	6.49%
Salmon Beach Security	3,515	29,850	11.78%
Salmon Beach Sewage	10,510	69,650	15.09%
Salmon Beach Transportation	18,348	168,000	10.92%
Salmon Beach Water	5,253	69,550	7.55%
South Long Beach Bike Path	166	7,200	2.31%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	15	14,000	0.11%
South Long Beach Street Lighting	206	920	22.39%
<b>Sproat Lake</b>			
Sproat Lake Animal Control	179	3,100	5.77%
Sproat Lake Arena	-	28,054	0.00%
Sproat Lake Community Park	3,894	199,000	1.96%
Sproat Lake Noise Control	520	7,100	7.32%
Sproat Lake Volunteer Fire Department	104,190	393,150	26.50%
<b>Beaver Creek</b>			
Arvay Rd Street Lighting	338	1,500	22.53%
Beaver Creek Animal Control	579	3,000	19.30%
Beaver Creek Community Park	616	20,000	3.08%
Beaver Creek Arena	-	21,065	0.00%
Beaver Creek Noise Control	179	2,100	8.52%
Beaver Creek Volunteer Fire Department	58,484	277,500	21.08%
Beaver Creek Water System	143,123	1,246,966	11.48%
Granville Rd Fire Protection	8	1,832	0.44%
<b>Cherry Creek</b>			
Cherry Creek Animal Control	179	4,012	4.46%
Cherry Creek Arena	-	17,514	0.00%
Cherry Creek Noise Control	179	2,100	8.52%
Cherry Creek Community Park	49,653	138,500	35.85%
<b>Grants-in-Aid</b>			
Total Grants in Aid	11,306	387,110	2.92%
	2,834,078	16,594,850	17.08%
Transfers to Municipal Finance Authority on behalf of the Municipalities	372,455	715,000	52.09%
	<b>\$ 3,206,533</b>	<b>\$ 17,309,850</b>	<b>18.52%</b>

## Teri Fong

---

**From:** Municipal Finance Authority of BC <noreply@surveypal.net>  
**Sent:** May-04-17 11:02 AM  
**To:** Teri Fong  
**Subject:** MFABC Survey - Socially Responsible Investing (SRI)

-----  
**INSTRUCTIONS**  
-----

The Municipal Finance Authority of British Columbia requests feedback from all Regional Districts and Municipalities as to their interest in an SRI-type pooled investment fund option. This survey has been sent to every Regional District and Municipality and addressed to each MFA Member representative, Mayor, Chair, CAO, CFO, and to selected local government investment professionals. We ask that there be only one submission per municipality/regional district. Please discuss this issue within your municipality or regional district and select one individual to submit a response on behalf of your organization. The deadline to complete the survey is 6PM PST June 16, 2017.

Please click here to complete the survey: [Socially Responsible Investing Survey](#).

-----  
**BACKGROUND**  
-----

In common with many public institutions, the MFA has been approached with requests to divest our Pooled Investment Fund Program of fossil-fuel related investments. As previously communicated (see: <http://bit.ly/2pLx1EG>), the MFA believes that the narrow approach of divesting from fossil-fuel related investments is not feasible. However, the MFA is open to exploring a broader, “Socially Responsible Investing” (SRI) based approach to investment management.

Socially responsible investing may be defined as an investment strategy which seeks to consider both financial return and social good to bring about social change. SRI funds may use negative and/or positive screens of environmental, social, and governance risks to align a portfolio to specific values. This approach does come with potential negative financial trade-offs, as discussed in detail at a panel discussion on Socially Responsible Investing at our 2017 Financial Forum on March 29th (see: <http://bit.ly/2q34JX2>). These negative trade-offs can include, but are not limited to:

- Increased cost and complexity of managing an SRI type fund
- Reduced diversification
- Reduced liquidity
- Uncertainty surrounding the concept of “fiduciary responsibilities” in this context

At the 2017 Financial Forum and Annual General Meeting, it was announced that the MFA would be evaluating the possibility of creating a new SRI-based pooled investment fund. As a follow-up to that announcement, this survey has been designed to gauge the general level of interest in the establishment of an SRI-based pooled investment fund.

Questions? Please contact:

Renata N. Hale, BAccS, CPA, CGA  
Manager of Strategic Initiatives  
Municipal Finance Authority of British Columbia  
Unit 217 – 3680 Uptown Boulevard, Victoria, BC V8Z 0B9  
P: 250.419.4770 | Web: mfa.bc.ca

---

CivicInfo BC, 203 - 4475 Viewmont Avenue, V8Z 6L8 Victoria, Canada  
Don't want to get these surveys? [Unsubscribe](#)



# Socially Responsible Investing

## Survey Instructions

Each BC local government may submit only ONE (1) survey. To submit a response, you must provide your contact information **and** you must acknowledge that you are the person authorized to respond to the survey on behalf of your local government.

Local Government\*

Alberni-Clayoquot (Regional District) ▼

Your Name\*

Position or Job Title\*



Email Address\*

Please enter a valid email address

Phone Number\*

Acknowledgement\*

- I am the person authorized to submit this survey on behalf of my local government.

---

**Question 1\***

Would your Municipality / Regional District be interested in investing in a socially responsible pooled investment fund if offered by the Municipal Finance Authority of BC? *(If "No" is selected, you may skip to Question 4.)*

- Yes
- No

## Question 2

Would your organization accept the following requirements of participation in a socially responsible (SRI) fund:

- a) Funds must remain on deposit for a minimum period of 3 years to allow the fund to defray costs and ensure viability.
- b) Confirm your understanding that an SRI-type fund has reduced diversification and attracts higher fees relative to traditional pooled funds.
- c) Confirm commitment, prior to investing, either through a council resolution or an investment policy, that specifically allows for investment in an SRI-type fund.
- d) A representative from your organization must be willing to participate upon request in an “advisory group” to define the parameters of such a fund.

- Yes, agree to all.
- No.

## Question 3

What is the dollar amount your organization would be willing to invest in an SRI fund?

#### Question 4

Do you have any additional comments you would like to share with the MFA about Socially Responsible Investing?

Submit

Save and resume later

0%

Powered by [SurveyPal](#) 