



# Alberni-Clayoquot Regional District

## WEST COAST COMMITTEE MEETING

WEDNESDAY, NOVEMBER 1, 2017, 10:30 AM

Activity Room 2, Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

### AGENDA

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- |   | PAGE #        |
|---|---------------|
| <b>1. <u>CALL TO ORDER</u></b>  |               |
| <b>Recognition of Traditional Territories.</b>  |               |
| <b>2. <u>APPROVAL OF AGENDA</u></b><br><i>(motion to approve, including late items requires 2/3 majority vote)</i>  |               |
| <b>3. <u>ADOPTION OF MINUTES</u></b>  |               |
| a. <b>West Coast Committee Meeting – October 4, 2017</b>  | <b>3 – 6</b>  |
| <i>THAT the minutes of the West Coast Committee Meeting held on October 4, 2017 be received.</i>  |               |
| <b>4. <u>CORRESPONDENCE FOR ACTION/INFORMATION</u></b>  |               |
| a. <b>LETTER OF CONCERN – LEAH AUSTIN</b>   | <b>7 – 8</b>  |
| West Coast Multiplex  |               |
| <i>THAT the West Coast Committee receive the correspondence from Leah Austin regarding the West Coast Multiplex project.</i>  |               |
| <b>5. <u>REPORTS</u></b>  |               |
| a. <b>West Coast Multiplex Survey – Timelines &amp; Overview – P. Shaw, VIU</b>   |               |
| b. <b>Request for Decision – West Coast Multiplex Survey</b>  | <b>9 – 16</b> |
| <i>THAT the West Coast Committee review the draft West Coast Multiplex Survey, make amendments and provide final approval in order for Vancouver Island University to undertake the survey.</i>   |               |
| c. <b>Request for Decision – West Coast Multiplex Design Report 2017</b>  | <b>17</b>     |
| <b>(reports attached separately)</b>  |               |
| <i>THAT the West Coast Committee receive the West Coast Multiplex Design and Costing Report developed by VDA Architecture Ltd. and forward a copy for receipt by the Alberni-Clayoquot Regional District Board of Directors and Tla-o-qui-aht First Nation Council.</i> |               |

*d. Report – Transport Canada Program Validation Inspection – Late Item  
(to be distributed separately)*

6. UNFINISHED BUSINESS

7. LATE BUSINESS

8. ADJOURN



# Alberni-Clayoquot Regional District

## MINUTES OF THE WEST COAST COMMITTEE MEETING WEDNESDAY, OCTOBER 4, 2017, 1:00 PM Toquaht Nation Administration Office, Duquah Conference Room, 1971 Peninsula Road, Ucluelet, BC

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- MEMBERS PRESENT:** Josie Osborne, Mayor, District of Tofino  
Dianne St. Jacques (Chairperson), Mayor, District of Ucluelet  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Karen Haugen, Superintendent, Pacific Rim National Park (non-voting)  
Ted Adnitt, Tla-o-qui-aht First Nation (non-voting)
- REGRETS:** Tony Bennett, Director, Electoral Area "C" (Long Beach)  
Alan McCarthy, Member of Legislature, Yuuʷuʷiʷaʷ Government
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Andrew McGifford, Manager of Environmental Services  
Mark Fortune, Airport Superintendent  
Janice Hill, Acting Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 1:00 pm.

The Chairperson recognized the meeting today being held in Yuuʷuʷiʷaʷ Government Traditional Territories.

### 2. APPROVAL OF AGENDA

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT the agenda be approved as amended.*

**CARRIED**

### 3. ADOPTION OF MINUTES

#### a. **West Coast Committee Meeting – June 14, 2017**

*MOVED: Director Johnsen*

*SECONDED: Director Osborne*

*THAT the minutes of the West Coast Committee Meeting held on June 14, 2017 be received.*

**CARRIED**

#### 4. **DELEGATION**

- a. **Pam Shaw, Professor, Geography, Director, Master of Community Planning Program, Sylvie Lafreniere, Professor, Sociology, Graham Sakaki, research and Community Engagement Coordinator, Vancouver Island University regarding West Coast Multiplex Survey (via teleconference).**

Pam Shaw reviewed paper and electronic survey responses, both in quality and volume submitted, the paper result were considered superior. Survey Monkey surveys have low participation and low quality data. The recommendation is a paper survey should be undertaken in order to get valid sampling results. VIU will provide draft surveys for review with associated costs.

#### 5. **REQUESTS FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION**

Re: Long Term leases at Long Beach Airport

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors provide direction to staff to investigate establishing long-term (airside and non-airside) lease lots at the Long Beach Airport, and that any costs incurred for site preparation be considered during 2018 budget discussions.*

**CARRIED**

- b. **REQUEST FOR DECISION**

Re: Telus Lease Renewal – Long Beach Airport

*MOVED: Director Johnsen*

*SECONDED: Director Osborne*

*THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors renew Telus' lease agreement for the telecommunication service facility located at the Long Beach Airport for a fifteen (15) year term commencing December 1, 2017, in the amount of \$2,145, plus applicable taxes per year; with annual increases for CPI (Victoria).*

**CARRIED**

- c. **REQUEST FOR DECISION**

Re: Lease Lot C – Blue Heron Aviation Service

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend that the Board of Directors of the Alberni-Clayoquot Regional District enter into a long term lease up to 20 years with Blue Heron Aviation Service commencing on the date upon which the plan of subdivision by leasehold, as approved by Provincial Approving Officer and registered in the Victoria Land Title Office and ending on the day that is precisely twenty (20 years) from the date of final registration of the Subdivision Plan in the Victoria Land Title office, with an option to renew for an another 20 year term ending on the day that is precisely forty years from the date of final registration of the Subdivision Plan in the Victoria Land title Office.*

**CARRIED**

## **6. REPORTS**

- a. Transportation Scope Setting Project – West Coast Communities (M. DeWitt)
- b. Pacific Rim National Park – Update on Traverse Trail (K. Haugen) - verbal  
K. Haugen provided a verbal update on the Traverse Trail project. Clearing has resumed August 17. The cleared trees will be going to local First Nation communities. A mill will be brought in and some timber will be brought into the park to be used in the park. Access to Incinerator, Long Beach North and Wickaninnish Beach will be closed for the winter as the washrooms will be coming out and being replaced with new ones.
- c. Marine Debris Update – (A. McGifford) – verbal

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend that a request for reimbursement for the clean-up costs be sent to BC Parks and relevant federal ministries, Environment Canada, DFO and Transport Canada, and costs be reimbursed to the West Coast Committee communities who incurred the clean-up costs.*

**CARRIED**

- d. Update on Long Beach Airport – (M. Fortune) – verbal  
Mark Fortune provided a verbal update on the Long Beach Airport. The summer has been very busy. The landing lights system warranty is up end of September and there have been some operation failures. Replacement costs will become a line item in next year's budget. Staff are investigating applying for ACAP funding for a spreader.

ACAP Apron taxiway upgrades for airport have been applied for.  
Future ACAP requests will include fencing for the airport lands.

OLS clearing has been taking place. Tetra Tech performed an evaluation of the airport and Transport Canada did an inspection.

- e. West Coast Project to Do List 2017 (T. Fong)

*MOVED: Director Johnsen*

*SECONDED: Director Osborne*

*THAT the West Coast Committee receive reports a-e.*

**CARRIED**

**7. UNFINISHED BUSINESS**

**8. LATE BUSINESS**

**9. IN CAMERA**

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

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

- i. 90(1)(k) of the Community Charter: Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Regional District if they were held in public.

**CARRIED**

The meeting was closed to the public at 2:56

The meeting was opened to the public at 3:05

**9. ADJOURN**

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT this meeting be adjourned 3:05pm.*

**CARRIED**

Certified Correct:

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Dianne St. Jacques,  
Chairperson

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Douglas Holmes,  
Chief Administrative Officer

Leah Austin

631 Yew Wood Road  
Box 391  
Tofino , BC  
leah.austin2011@gmail.com

October 27, 2017

West Coast Multiplex Committee Members

To Whom it May Concern,

Thank you for taking the time to read this letter. I am writing to express my concerns regarding the Multiplex Society's plans.

In the past, I have fully supported the Multiplex as I believed that a pool was part of the initial plans and I was completely behind that. When the referendum came out, I said that I supported the tax increase for recreation on the Coast. I now feel this was misleading. From what I understand, if a rink is built, my tax dollars would be used to support the rink only and that the pool would require another tax increase.

This seems like common sense to me, however, I find a rink to be a waste of tax payers money. First of all, a rink services a very small percentage of the population - some children and some adults. It leaves out very young children, babies and some seniors. Also, it is not suitable for most with disabilities or injuries. From a business perspective, I don't see how a rink is sustainable. I feel like it may run in deficit and the tax payers (most of whom will not benefit) will be paying for this.

For this reason, I also don't see how a pool facility will ever come to fruition. If the rink runs in deficit, and tax payers are paying for it, I don't see how taxpayers will be ok with another increase to their taxes to build a facility when their money is already being spent on something that is not sustainable.

On the other hand, a pool will service everyone from 0-99, those with disabilities and injuries and in fact may be used for physiotherapy to heal from injuries. There could be swimming lessons for all the kids living in a beach town, pool parties in winter months, aquafit classes, synchronized swimming, diving instruction, and the tourists would use it as well.

Personally, I am greatly affected by the lack of a pool facility here. Unfortunately, I have had injuries that will not allow me to exercise as I used to and swimming in a pool is one of the only ways for me to safely achieve cardio fitness. I also have a young daughter who loves swimming and surfing. A pool would ensure she could learn to swim and increase her ability to surf safely and confidently. As a family, we have considered leaving

town to find a place where we are able to use a pool on a regular basis. A pool on the West Coast would benefit me and my family in so many ways.

I understand that a survey will be circulated soon to see if West Coast residents still support the Multiplex vision. I hear a lot of confusion about what the vision is and how it will be achieved. I really hope that it will be very clear that the Phase 1 is for a rink and that Phase 2 may or may not happen and that more tax dollars will be needed to go ahead with Phase 2. I will not support the Multiplex vision as it stands. I don't see value in having my taxes increase for a rink. Please ensure that the vision is clear and that all understand that the pool may be a distant dream. I feel that the survey results will be more accurate if this is clear.

In closing, I hope to see some positive strides towards a pool on the Coast to service all community members as well as our tourists visiting the area. Thank you again for taking the time to read this letter.

Sincerely yours,

Leah Austin





## REQUEST FOR DECISION

**To:** West Coast Committee

**From:** Douglas Holmes, Chief Administrative Officer

**Meeting Date:** November 1, 2017

**Subject:** West Coast Multiplex Survey

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### Recommendation:

THAT the West Coast Committee review the draft West Coast Multiplex Survey, make amendments and provide final approval in order for Vancouver Island University to undertake the survey.

### Desired Outcome:

To conduct a survey on the West Coast to re-confirm the community's support for moving forward with the West Coast Multiplex project.

### Background:

The attached draft questionnaire is heavily marked up to reflect the ongoing review of the document and should be referred to in this discussion.

Regarding the format and wording of the questionnaire, based on the reviews to-date, the outstanding items to resolve include the following:

- Confirm that both renters and property owners should complete a survey. Does the committee want to distinguish *between* those who own property and those who rent? (reference "new" instruction #2 and formatting comments on Q3 that would apply to Q's 3-5 and Q9);
- Determine whether Q1 is required, (given Q3-5 garner information on acceptability) and, if it is required, should it go nearer the end? If it is required, what if it yields information contrary to Q's 3-5?
- Is it ok to use a sample assessment value of, say, \$500,000 that each person could adjust for his/her circumstances?
- Should Q's 3-5 be yes/no? OR, be a 4-scale question removing reference to "undecided"? OR, some other scale?
- Note that Tofino (Q5) will likely be different than Ucluelet and Long Beach (Q3 & Q4) as Tofino wishes to identify the upcoming sewer cost as context for contemplating costs associated with Phase 1 of the multiplex;
- Confirm instructions to VIU on survey circulation

A fundamental position that we believe the Committee should resolve before releasing the questionnaire is:

- Given each of Tofino, Ucluelet and Toquaht Councils and the Area 'C' Director can take independent positions, (as can the ACRD Board) as to the future of this service, what recommendation will this Committee make to all parties under the various outcome scenarios that the questionnaire might yield, including:
  - Responses incongruent amongst the areas;
  - A minimal "in-favour" rating;
  - A minimal "not-in-favour" rating.

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

Minimal – Vancouver Island University is conducting the survey on behalf of the ACRD.

**Financial:**

Funding for the survey coming out of the West Coast Multiplex Service.

**Policy or Legislation:**

n/a

Submitted by: \_\_\_\_\_  
Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer



## Alberni Clayoquot Regional District – West Coast Multiplex Survey

### **Overview**

The Alberni Clayoquot Regional District, Toquaht Nation, District of Ucluelet, District of Tofino and the First Nations with lands within Area C (Long Beach) have been exploring the possibility of constructing a multiuse recreational facility on the West Coast in partnership with the West Coast Multiplex Society. This has been supported a memorandum of understanding signed by the Alberni-Clayoquot Regional District, Tla-o-qui-aht First Nation, Ahousaht First Nation, Yuułu?iŋ?atŋ Government, Hesquiaht First Nation, Toquaht First Nation, District of Tofino and District of Ucluelet.

The current proposal is to construct an ice rink (along with seating, change rooms, and meeting areas) adjacent to the Tofino Airport which is Phase 1 of a longer term vision. This will provide local residents with a full-sized hockey ice sheet that can be converted to a dry surface for other uses when the ice is removed (please see Images 1 and 2 below for concepts of the building and the interior). An ice-rink is estimated to cost about \$18M to construct, with funds raised from donors and grants. Operating costs will be borne in part by area property owners through property taxation.

The purpose of this survey is to obtain your opinion on moving forward with this project. The survey asks about your thoughts on potential tax increases, which differ depending on where you live in the survey area.

Students and faculty from Vancouver Island University have been contracted by the ACRD to design, manage, and analyze the survey results. All of the survey responses will be kept strictly confidential and will be used only for statistical purposes. Data will be processed by the VIU survey team and only be reported in aggregate form to ensure that no individual responses can be identified.

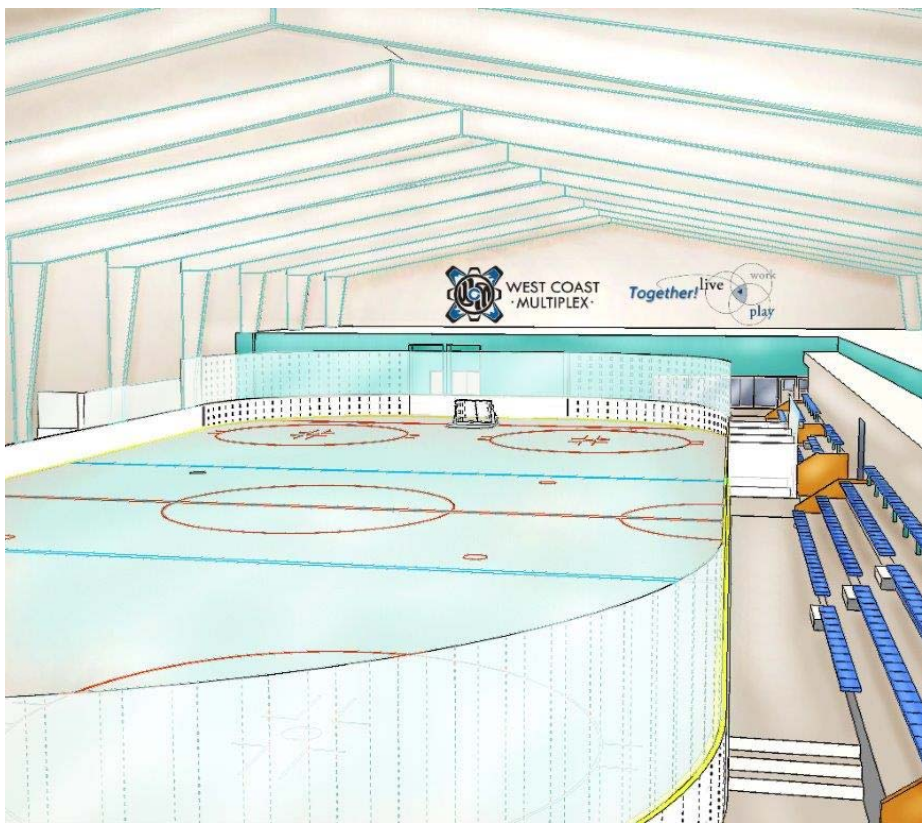
Your household input matters. We anticipate that it should take no more than 10 minutes to complete this survey. Please use the pre-paid return envelope to ensure we receive your response by Monday, November 20<sup>th</sup>, 2017.

[For more information, please go to www.acrd.bc.ca/...](http://www.acrd.bc.ca/...)

Thank you for your involvement!



**Image 1 – Concept of the Exterior of the Multiplex**



**Image 2 – Concept of the Interior of the Multiplex**

If you have any additional questions or comments, please contact Wendy Thomson, Manager of Administrative Services at the ACRD at: (250)720.2706 or [wthomson@acrd.bc.ca](mailto:wthomson@acrd.bc.ca) and see [www.acrd.bc.ca/](http://www.acrd.bc.ca/) For more information

Field Code Changed



**Survey Instructions:**

1. Please ensure that this survey is completed by someone who is over 18 years of age and involved in making financial decisions for your household.
2. Please complete the survey whether you own OR rent your home.
3. Please use the return envelope to send the survey back to the ACRD.
4. You may want to refer to the concept designs on the previous pages when completing this survey.
5. Please check the appropriate box for each question, below.

**Commented [DH1]:** Will this addition render reference to renter below in questions 3-5 unnecessary?

**Q1. Do you support the building of Phase 1 (ice rink) as presented in the overview and concept images?**

✓	<i>Check One</i>
<input type="checkbox"/>	1. Yes
<input type="checkbox"/>	2. No

**Commented [JO2]:** General feeling of survey reviewers is that this is the **wrong place for the question** – it is vague and possibly misleading (again, if images are being used, costs need to be more clear and upfront). This question could come near the end after respondents answer other questions that will inform them.

**Commented [DH3]:** Even possibly redundant, given questions that follow. Clarified with "Phase 1 (ice rink) Committee to discuss with VIU's advice.

**Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Although construction costs will be paid for through fund raising and grants, there will be annual operating costs to support the Multiplex that will be covered by an increase in property taxes. These increases are based on the assessed value of your property and the area where you live.

**Q2. Where do you live?**

✓	<i>Check one</i>
<input type="checkbox"/>	1. Long Beach (Area C)-----→ Go To Q3
<input type="checkbox"/>	2. Ucluelet -----→ Go To Q4
<input type="checkbox"/>	3. Tofino -----→ Go To Q5
<input type="checkbox"/>	4. Toquaht Nation -----→ Go To <a href="#">Q8Q7</a> (property tax information for the Nation will not be available until 2021)
<input type="checkbox"/>	5. A First Nation Community other than Toquaht Nation ----→ Go To <a href="#">Q8Q7</a>

**Q3. Long Beach (Area C):** The increase in annual property taxes is estimated to be approximately \$0.335 per \$1,000 of the assessed value of your property. For example, if the value of your property is assessed at \$500,000, your annual property taxes would increase by \$168. Based on this estimated increase to your annual property taxes, please indicate your interest, on a scale of 1 to 5, for the proposed complex.

Annual property tax increase	1 Very interested	2 Somewhat interested	3 Undecided	4 Not very interested	5 Not at all interested
Homeowners please answer here					
Renters please answer here					

→Go To Q7

**Q4. Ucluelet:** The increase in annual property taxes is estimated to be approximately \$0.335 per \$1,000 of the assessed value of your property. For example, if the value of your property is assessed at \$500,000, your annual property taxes would increase by \$168. Based on this estimated increase to your annual property taxes, please indicate your interest, on a scale of 1 to 5, for the proposed complex.

Annual property tax increase	1 Very interested	2 Somewhat interested	3 Undecided	4 Not very interested	5 Not at all interested
\$XXX per \$100,000					

→Go To Q7

**Q5. Tofino:** The increase in annual property taxes is estimated to be approximately \$0.335 per \$1,000 of the assessed value of your property. On a property valued at \$500,000, this would be an additional annual charge of \$168. You can view your residential property value at <https://evaluatebc.bassessment.ca> for a more precise calculation of your tax increase using the following formula:

Tofino is also anticipating new wastewater charges of \$0.4234 per \$1,000 of assessed value. On a property valued at \$500,000, this would be an additional annual charge of \$212.

Based on this estimated increase to your annual property taxes, please indicate your interest, on a scale of 1 to 5, for the proposed complex.

**Commented [JO4]:** People can look up their property value on e-value, let's encourage them to be as informed as possible.

**Commented [DH5]:** ACRD Staff think that these sample assessment values should be the same in all areas

**Commented [DH6]:** Committee to discuss scale of "4" with no "undecided".

**Commented [JO7]:** Do we want an option for people who do not own their own home? I know it is asked in #9 below, but it is still potentially confusing for a person.

**Commented [DH8]:** For discussion by Committee with advice of VIU, is it clear that renters will answer here?

**Commented [DH9]:** ACRD Staff think that these sample assessment values should be the same in all areas

**Commented [JO10]:** I can't remember the latest understanding of whether we would also include the wastewater information in Tofino. We are using a mil rate of 0.4234 to estimate the likely increase to taxes for borrowing.

**Commented [DH11]:** Can VIU place this comment as a footnote or other reference for people who wish to look at a specific tax situation?

**Commented [DH12]:** Committee to discuss scale of "4" with no "undecided".

Annual property tax increase	1 Very interested	2 Somewhat interested	3 Undecided	4 Not very interested	5 Not at all interested
\$XXX per \$100,000					

**Q6.** For residents of **Tofino only** there has been discussion of adding ~~other specific new recreational facilities in the community~~ within the District of Tofino. If you are from Tofino, please indicate your level of interest in:

New Facilities	1 Very interested	2 Somewhat interested	3 Undecided	4 Somewhat disinterested	5 Very disinterested
Swimming Pool					
Gymnasium					

**Commented [JO13]:** This question should perhaps come after 7 & 8 as if you answer this, then 7 & 8 are not clear as to what is being referred to.

**Q7.** Please evaluate you and your household's potential frequency of use for an ice rink as presented in the overview and concept images:

Check One ✓	1 Very often More than 1 time per week	2 Often Every two weeks or so	3 Unsure	4 Seldom Less than once a month	5 Never
I would use this facility					
People in my household would use this facility					

**Q8.** What is the highest amount you would pay per person as a day rate for this ice-rink as present in the overview and concept images?

	1 \$5.00	2 \$7.50	3 \$10.00	4 \$12.50	5 \$15.00
Check One ✓					

**Q9.** Are you:

✓	Check one
	1. the owner/co-owner of this address?
	2. renting at this address?
	3. other (caretaker, house sitter)?

**Q10.** How many months out of the year do you live in Ucluelet, Tofino or Long Beach (Area C)?

✓	<i>Check one</i>
	1. Less than 3 months
	2. 3-6 months
	3. 6-9 months
	4. 9-12 months

**Q11. Do you see yourself moving out of the survey area in the next five years?**

✓	<i>Check one</i>
	1. Yes
	2. No

*Thank you for your time!*





## REQUEST FOR DECISION

**To:** West Coast Committee  
**From:** Wendy Thomson, Manager of Administrative Services  
**Meeting Date:** November 1, 2017  
**Subject:** West Coast Multiplex Design Report 2017

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**Recommendation:**

That the West Coast Committee receive the West Coast Multiplex Design and Costing Report developed by VDA Architecture Ltd. and forward a copy for receipt by the Alberni-Clayoquot Regional District Board of Directors and Tla-o-qui-aht First Nation Council.

**Desired Outcome:**

To provide the West Coast Multiplex Design and Costing Report to the partners in the project.

**Background:**

In March 2016, the Alberni-Clayoquot Regional District (ACRD) entered into a Memorandum of Understanding (MOU) with the Tla-o-qui-aht First Nation for the development of a detailed business plan, preliminary design and construction cost estimate for a multiplex facility on the West Coast.

Funding in the amount of \$100,000 was secured to support this MOU from Indigenous and Northern Affairs Canada, via the Tla-o-qui-aht First Nations (TFN). The ACRD managed the funds for these projects. The feasibility study for Phase 1 – the arena was completed by Recreation Excellence in December 2016.

In April 2017, the ACRD retained the services of VDA Architecture to undertake the design and costing portion of the project. VDA presented the final design report to all interested parties on the west coast on October 12<sup>th</sup>.

The West Coast Multiplex Design report and costing is attached in two files for receipt by the West Coast Committee prior to forwarding to the ACRD Board of Directors and TFN Council.

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

Minimal

**Financial/Policy or Legislation**

n/a

Submitted by: \_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services

Approved by: \_\_\_\_\_  
Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer