



# Alberni-Clayoquot Regional District

## MINUTES OF THE SALMON BEACH COMMITTEE MEETING

HELD ON WEDNESDAY, AUGUST 30<sup>TH</sup>, 2017, 10:30 AM

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

---

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

**PRESENT:** Mary Ellen Peet

Kel Roberts

Ken Lunde

Jill Maibach

Terry Graff

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Andrew McGifford, Manager of Environmental Services  
Janice Hill, Environmental Services Coordinator

### 1. **CALL TO ORDER**

Director Bennett called the meeting to order at 10:32 am.

Director Bennett reported that Ken Lunde was appointed Chair at the last Salmon Beach Community meeting, which was confirmed by the Committee. Director Bennett turned the meeting over to Ken Lunde to Chair.

### 2. **APPROVAL OF AGENDA**

*MOVED: Director Peet*

*SECONDED: Director Lunde*

*THAT the agenda be approved as circulated with the addition of late items.*

**CARRIED**

### 3. **ADOPTION OF MINUTES**

a. **Salmon Beach Committee Meeting – May 4, 2017**

*MOVED: Director Roberts*

*SECONDED: Director Peet*

*THAT the minutes of the Salmon Beach Committee meeting held on May 4<sup>th</sup>, 2017 be received.*

**CARRIED**

**4. CORRESPONDENCE FOR INFORMATION**

**a. TOQUAHT NATION**

Re: License of Occupation – Salmon Beach Sewage Field – Alternative Uses on Site

*MOVED: Director Bennett*

*SECONDED: Director Peet*

*THAT the Salmon Beach Committee receive the letter and request staff to provide an estimated budget for wood/brush debris to be collected in containers and transported to the West Coast Landfill.*

**CARRIED**

**5. REQUEST FOR DECISIONS & BYLAWS**

**a. REQUEST FOR DECISION**

Re: Salmon Beach – Administration Building Demolition

*MOVED: Director Lunde*

*SECONDED: Director Roberts*

*THAT the Salmon Beach Committee support rejecting all quotes received for the demolition of the Salmon Beach Administration Building and request staff review the required works and provided funding estimates in the 2018 budget process to complete the project.*

**CARRIED**

**b. REQUEST FOR DECISION**

Re: Salmon Beach – Maintenance Contractor Contract RFP

*MOVED: Director Roberts*

*SECONDED: Director Peet*

*THAT the Salmon Beach Committee review the support staff in advertising a request for proposals for the maintenance contract at Salmon Beach for a three year term.*

**CARRIED**

**c. REQUEST FOR DECISION**

Re: Salmon Beach – Sanitary Sewer Study Proposal

*MOVED: Director Lunde*

*SECONDED: Director Maibach*

*THAT the Salmon Beach Committee defer the Salmon Beach sanitary sewer study proposed by CASCARA Consulting Engineers Limited.*

**CARRIED**

*MOVED: Director Maibach*

*SECONDED: Director Peet*

*THAT the Salmon Beach Committee request staff to obtain an estimate from CASCARA Consulting Engineers Ltd. on the cost of updating the existing septic field.*

**CARRIED**

## **6. REPORTS**

### **a. MEMORANDUM**

West Coast Assistant - July & August 2017 Activity Report

### **b. MEMORANDUM**

Salmon Beach Committee – Discussion Topic as Requested

### **c. DISCUSSION**

Air B&B properties at Salmon Beach.

*MOVED: Director Lunde*

*SECONDED: Director Peet*

*THAT the Salmon Beach Committee receive reports a-c.*

## **7. ADJOURN**

*MOVED: Director Peet*

*SECONDED: Director Maibach*

*THAT this meeting be adjourned 1:05 pm.*

**CARRIED**

Certified Correct:

---

Ken Lunde,  
Chairperson

---

Douglas Holmes,  
Chief Administrative Officer