



Salmon Beach Committee Meeting
Thursday, December 14, 2023

Zoom
1:30 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/14-12-2023/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_o8J3FBE7RPyA61rnJmE9rA

PAGE #

1. CALL TO ORDER

Recognition of Territories.

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

Introductions – Committee Members and Staff Present

2. APPROVAL OF AGENDA

(motion to approve, including late items requires 2/3 majority vote)

3. MINUTES

a. Salmon Beach Committee Meeting held January 19, 2023

3-6

THAT the minutes of the Salmon Beach Committee meeting held on January 19, 2023, be received.

4. DELEGATIONS

a. Don Pardiac – Request for Automated External Defibrillator in Salmon Beach

5. REPORTS

a. 2024 Budget Process - Jenny Brunn, GM of Community Services

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b. Services and Operations Update - Verbal Report – Jenny Brunn, GM of Community Services

THAT the Salmon Beach Committee receives reports a-b.

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

7. **QUESTION PERIOD**

Questions/Comments from the public:

- Participating in the Zoom meeting
- Emailed to the ACRD at responses@acrd.bc.ca

8. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE SALMON BEACH COMMITTEE MEETING HELD ON THURSDAY, JANUARY 19, 2023, 2:00 PM Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

MEMBERS

PRESENT: Kel Roberts, Chair, Alternate Director, Electoral Area “C” (Long Beach)
Mary Ellen Peete
Ron McKinlay
Jill Maibach
Terry Graff
Ken Lunde

REGRETS: Vaida Siga, Chair, Director, Electoral Area “C” (Long Beach)

STAFF PRESENT: Jenny Brunn, General Manager of Community Services
Eddie Kunderman, Operations Manager
Michael McGregor, Lands and Resources Coordinator
Janice Hill, Executive Assistant
Kerri Waugh, Administrative Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/19-1-2023/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:10 pm.

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

2. APPROVAL OF AGENDA

MOVED: E. Peete

SECONDED: J. Maibach

THAT the agenda be approved as circulated.

CARRIED

3. MINUTES

a. **Salmon Beach Committee Meeting held March 17, 2022**

MOVED: J. Maibach
SECONDED: R. McKinlay

THAT the minutes of the Salmon Beach Committee Meeting held on March 17, 2022, be received.

CARRIED

4. REQUEST FOR DECISIONS

a. **Request for Decision regarding Annual Review – Salmon Beach Committee Terms of Reference, 2023**

MOVED: E. Peete
SECONDED: K. Lunde

THAT the Salmon Beach Committee re-confirm their Terms of Reference for 2023 as presented.

CARRIED

b. **Request for Decision regarding Maintenance and Operations Services Contract**

MOVED: R. McKinlay
SECONDED: E. Peete

THAT the Salmon Beach Committee recommend that the ACRD Board of Directors delegate authority to the Chief Administrative Officer to negotiate with the successful proponent for Maintenance and Operations Services in Salmon Beach, provided it is equal to or less than \$96,800.

CARRIED

c. **Request for Decision regarding Pumper Truck Replacement**

MOVED: R. McKinlay
SECONDED: E. Peete

THAT the Salmon Beach Committee recommend that the Alberni-Clayoquot Regional District (ACRD) Board of Directors exempt the purchase of a new pumper truck, for the Salmon Beach Sewage Service, from the ACRD's Purchasing Policy Request for Proposal process; and further,

CARRIED

MOVED: R. McKinlay
SECONDED: E. Peete

THAT the Salmon Beach Committee recommend that the ACRD Board of Directors authorize staff to undertake a request for quotation process for this purchase and delegate authority to the Chief Administrative Officer to authorize the purchase, provided it's equal to or less than \$231,000.

CARRIED

5. REPORTS

a. Salmon Beach Recreation Condition Assessment – M. McGregor, Lands and Resources Coordinator

b. Road Maintenance Renewal Plan – E. Kunderman, Operations Manager

c. Garbage Compound and Garbage Can Lid (verbal report) – E. Kunderman, Operations Manager / J. Brunn, General Manager of Community Services

The Operations Manager provided information regarding issues with bear proofing of bins in 2022. Residents are finding the steel lids too heavy and the compound is not fenced or secured. Looking to potentially move the bins to the secured compound with an electrified fence or look back into using a lighter lid with bear proof equipment from Wildsafe BC.

The General Manager of Community Services provided information that the Regional District will be starting the Solid Waste Management Plan update process, they are looking to talk to the community of Salmon Beach and gauge what will work for the community, potential for improved waste diversion and recycling services.

d. Security Camera (verbal report) – E. Kunderman, Operations Manager

The Operations Manager provided an update on the installation of a security camera at the front gate.

e. Payment on Affidavits (verbal report) – E. Kunderman, Operations Manager

The Operations Manager provided an update that the legal fees and the enforcement related to these affidavits is something the Regional District will not be able to reimburse. The investigation was under the service of rural planning so legally funds can not be taken from the Salmon Beach budget.

f. West Coast Transit Tax (verbal report) – E. Kunderman, Operations Manager

The Operations Manager provided an update that there will be no funding provided by the Provincial Government this year for West Coast Transit. They are currently in the process of identifying alternative options to implement a service in lieu of receiving that provincial funding. As there is no service this

year due to lack of funding that tax will be down to zero.

- g. 2023 Budget Items (verbal report) – E. Kunderman, Operations Manager**
The Operations Manager provided an update on the budget process.

MOVED: E. Peete
SECONDED: K. Lunde

THAT the Salmon Beach Committee receives these reports for information.

CARRIED

6. LATE BUSINESS

7. QUESTION PERIOD

Questions/Comments from the public. The GM of Community Services advised there were no questions or comments respecting an agenda topic from public:

- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

8. ADJOURN

MOVED: R. McKinlay
SECONDED: K. Lunde

THAT this meeting be adjourned 3:32pm

CARRIED

Certified Correct:

Kel Roberts

Kel Roberts,
Chairperson

Jenny Brunn

Jenny Brunn,
General Manager of Community Services



To: Salmon Beach Committee

From: Jenny Brunn, General Manager of Community Services

Meeting Date: December 14th, 2023

Subject: 2024 Budget Schedule/Financial Plan Process

Desired Outcome:

To share the upcoming 2024 Budget process with the Salmon Beach Committee.

Summary:

Staff are beginning to prepare for the 2024-2028 Financial Plan process which will be similar to prior years: a full draft of the plan will be presented to the Committee of the Whole on February 14, 2024, and then components of the plan presented and discussed at further committee meetings and public engagement opportunities with final adoption by the Board anticipated for March 27th, 2023. A Salmon Beach Committee Meeting is being scheduled for March 14th at 1:30 pm via zoom at which time, staff will provide an overview of the proposed budgets for services within Salmon Beach. Key items that staff will be trying to build into the upcoming budgets include a double seacan/roof structure; gazebo, compound, waste management and fencing upgrades. Operational costs may see increases related to additional ditching, road work, and floating dock work.

Policy or Legislation:

The ACRD is required to adopt, by bylaw, a five-year financial plan by March 31 of each year, as per Section 374 of the *Local Government Act*.

Prepared by: Jenny Brunn
Jenny Brunn, General Manager of Community Services

Reviewed by: Wendy Thomson
Wendy Thomson, General Manager of Administrative Services

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer