



Bamfield Area Services Committee Meeting

Tuesday, October 15, 2024

Zoom
6:00 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/15-10-2024/>

Register to participate via Zoom Webinar at: https://acrd-bc-ca.zoom.us/webinar/register/WN_Jh_ET2AVTmiSgm65hUudSw#/registration

- | | | PAGE # |
|-----------|---|---------------|
| 1. | <u>CALL TO ORDER</u> | |
| | 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 in the Boardroom and via Zoom. | |
| 2. | <u>APPROVAL OF AGENDA</u>
<i>(motion to approve, including late items requires 2/3 majority vote)</i> | |
| 3. | <u>DECLARATIONS</u>
<i>(conflict of interest)</i> | |
| 4. | <u>MINUTES</u> | |
| | a. Bamfield Area Services Committee Meeting held August 13, 2024 | 3-5 |
| | <i>THAT the minutes of the Bamfield Area Services Committee meeting held on August 13, 2024 be adopted.</i> | |
| 5. | <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u> | |
| 6. | <u>CORRESPONDENCE FOR ACTION/INFORMATION</u> | |
| 7. | <u>REQUEST FOR DECISIONS</u> | |

8. REPORTS

- | | | |
|----|---|--------------|
| a. | Solid Waste Management Plan Draft Strategies – J. Frank (verbal) | 6-9 |
| b. | Bamfield Parks Commission Meetings - M. McGregor (verbal) | |
| | • Minutes for June 14, 2024 | 10-11 |
| | • Minutes for October 1, 2024 | 12-15 |
| c. | West Bamfield Submarine Line Update – E. Kunderman (verbal) | |

THAT the Bamfield Area Services Committee receives reports a-c.

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public:

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

11. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD AREA SERVICES COMMITTEE MEETING HELD ON TUESDAY, AUGUST 13, 2024, 6:00 PM

Zoom

DIRECTORS PRESENT: Bob Beckett, Chairperson, Director, Electoral Area "A" (Bamfield)
John Jack, Chief Councillor, Huu-ay-aht First Nations
Moriah Cootes, Councillor, Uchucklesaht Tribe Government
Christine Gruman, Community Volunteer
Lisa Bye, Community Volunteer
John Mass, Community Volunteer
Bob Schmitt, Community Volunteer

REGRETS:

STAFF PRESENT: Jenny Brunn, General Manager of Community Services
Cynthia Dick, General Manager of Administrative Services
Paulo Eichelberger, Solid Waste Manager
Eddie Kunderman, Operations Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/13-8-2024/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 6:11 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.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

2. APPROVAL OF AGENDA

MOVED: Christine Gruman
SECONDED: John Mass

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Bamfield Area Services Committee Minutes – April 16, 2024

MOVED: John Jack
SECONDED: Moriah Cootes

THAT the minutes of the Bamfield Area Services Committee meeting held on April 16, 2024 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Huu-ay-aht Group of Businesses, Chief Executive Officer, Patrick Schmidt, Request for public garbage pick-up at East Dock.**
- b. Great Pacific Engineering, Civil Engineer, Brandon Powers, West Bamfield Submarine Watermain Update**

MOVED: Lisa Bye
SECONDED: John Jack

THAT the Bamfield Area Services Committee request staff to provide a report at a future Bamfield Area Services Committee meeting to investigate options for expansion of services for solid waste in Bamfield.

CARRIED

6. CORRESPONDENCE

7. REQUEST FOR DECISIONS

- a. REQUEST FOR DECISION**
Proposed West Bamfield Sewer Referendum Questions and Synopsis

- b. REQUEST FOR DECISION**
Proposed East Bamfield Sewer Referendum Questions and Synopsis

8. REPORTS

- a. Bamfield Waste Hauling Services Update – P. Eichelberger, Solid Waste Manager**

*MOVED: Christine Gruman
SECONDED: Bob Schmitt*

THAT the Bamfield Area Services Committee receives report a for information.

CARRIED

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public. The General Manager of Administrative 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.

11. ADJOURN

*MOVED: John Mass
SECONDED: Bob Schmitt*

THAT the meeting be adjourned at 7:54 PM.

CARRIED

Certified Correct:

Bob Beckett,
Chairperson

Cynthia Dick,
General Manager of Administrative Services

ACRD Solid Waste Management Plan BACKGROUND

September 2024

The Alberni Clayoquot Regional District is working to update their Solid Waste Management Plan – a long-term plan that will outline how waste is reduced and materials are properly managed throughout the region. This plan includes municipalities, electoral areas and First Nations communities.



PROCESS TO DATE

The SWMP Plan Update kicked off in Spring 2023 and has achieved key milestones.

-  **GUIDING PRINCIPLES:** The advisory committee created meaningful principles to guide decisions and planning.
-  **GOALS AND TARGETS:** The advisory committee set goals and targets to support the guiding principles.
-  **ENGAGEMENT:** The public has engaged and provided feedback that has helped guide the process.
-  **STRATEGIES:** Eight draft strategies have been developed to guide solid waste management planning ahead.

This backgrounder gives an overview of these key pieces, and the timeline to come.

Learn more at:
letsconnectacrd.ca/swmp

TIMELINE

SPRING/SUMMER 2023

SWMP Initiated Meeting

SEPTEMBER 2023

Project Kick Off and PAC Introduction Meeting

OCTOBER 2023

PAC Meeting #2: System Overview & Guiding Principles
Public Survey #1: Managing Your Waste

NOVEMBER 2023

PAC Meeting #3: Survey Results, Options
Brainstorm, Guiding Principles

FEBRUARY 2024

PAC Meeting #4: Guiding Principles
PAC Meeting #5: Options, Best Practices

SPRING/SUMMER 2024

PAC Meeting #6: Options and Evaluation
PAC Meeting #7: Target and Goal Setting by Strategy

FALL 2024

PAC Meeting #8 - Target and Goal Setting
Finalization and Engagement Planning
Public Engagement on Draft Strategies and Actions

WINTER 2024/2025

Draft Plan Developed

WINTER 2024/2025

Public Engagement - Draft Plan Review

SPRING 2025

Draft Plan submitted to Province



GUIDING PRINCIPLES

The ACRD guiding principles use the Nuu-chah-nulth Sacred Principles as a framework for addressing respect, taking care, and recognizing everything is one for people and the land.

1. ?iiasaak (iisaak) / Utmost Respect

Personal and collective respect for the community and its people, traditional knowledge, the natural world, the metaphysical world, and other peoples and communities.

- a. We are responsible and accountable for how we make, consume, dispose of things in a fiscally responsible way.
- b. We are leaders in how we provide solutions to address waste reduction, diversion and solid waste management strategies.
- c. We protect and regenerate the natural environment lands and natural systems.

2. ?u?aaluk (u-aa-lhuk) / Taking Care of

In this context, this is about taking care of present and future generations, as well as taking care of self and the resources provided by the land and the natural world.

- a. We are creating a community that prioritizes using the waste prevention hierarchy to manage materials and products – through system and behaviour changes that set norms and habits and add convenience.
- b. We support circular economy and low carbon footprint approaches for rethinking and redesigning products for durability, reuse and recycling.
- c. We ensure the costs and benefits of change are distributed equitably among communities and across generations.

3. hišuk ?iš cawaak (Hish-uk ish ts'a-waak) / Everything is One

A notion of the interconnected, interdependent, and reciprocal relationship between the people, the land, and the wider world(s) in a physical, spiritual, and social sense.

- a. We think across systems, places and generations to deliver accessible, equitable and inclusive outcomes.
- b. We recognize the connections between wasting valuable resources disposed of as garbage and other environmental, social and economic issues, including climate change and biodiversity.
- c. We use a collaborative approach for education, advocacy to work across generations and build trust.
- d. We recognize the wide range of social situations, geography and other factors that influence perspective and should inform how education offering and programs may need to be adapted.



GOALS AND TARGETS

The ACRD goals and targets for the plan support the guiding principles and measure plan success.

Goals

- 1. Social Equity and Local Economy:** Provide inclusive (equitable and accessible) opportunities across all solid waste systems and programs in ways that provide local economic benefits through social procurement.
- 2. Environmental:** Avoid impacts from solid waste collection and disposal facilities that negatively impact local ecosystems.
- 3. Education:** Create effective and accessible education to all audience types to promote waste reduction and diversion services and programs.
- 4. Economic:** Make financially responsible decisions using waste reduction and diversion initiatives to offset more costly disposal systems over time.

Target

The ACRD aims to take care of people and the land by using resources wisely. The ACRD encourages community members to reduce, reuse and recycle to get the most out of their products and reduce their carbon footprint.

To measure progress towards goals, the ACRD disposal target is 350kg per person per year to landfill by 2035, which aligns with the provincial disposal rate target.



PUBLIC ENGAGEMENT

The public has been invited to participate throughout the process and has been responsive. From active members of the Public Advisory Committee to strong participation in surveys, their feedback has helped to guide the process.

In Fall 2023, we asked people across the region to share details about how they manage their waste, what services they use and how satisfied they are. We also asked them to rank the considerations that should be top priority for planning. These rankings have helped to guide the Advisory Committee throughout the planning process.



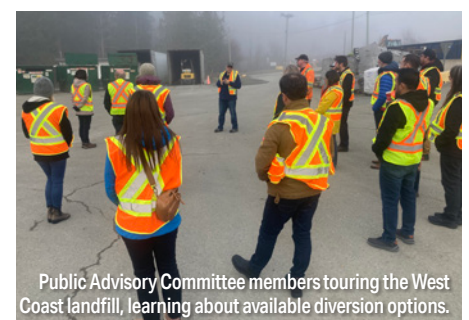
Effectiveness at Waste Reduction



Cost to Residents



Degree of Waste Diversion



The next round of engagement - presenting strategies and collecting feedback - will be held in Fall 2024.



WASTE MANAGEMENT STRATEGIES

With the foundations of guiding principles and public priorities to guide them, the Advisory Committee has identified eight strategies, with suggested actions.

1. Foundational Strategy – Plan and Implement Education and Behaviour Change Programs Across Strategies 2-8

- 1a. Develop Education and Behaviour Change Strategy and Implementation Plan
- 1b. Implement Waste Reduction and Diversion Education and Behaviour Change Program

2. Establish/Expand Resource Recovery Centres and Eco-Depots

- 2a. Establish West Coast Infrastructure and Services
- 2b. Expand Alberni Valley Infrastructure and Services
- 2c. Expand Bamfield and Salmon Beach Infrastructure and Services (Remote)
- 2d. Support Indigenous Eco-Depots

3. Develop Business and Organization Zero Waste Program

- 3a. Develop and Implement Policy Tools for Waste Minimization and Diversion
- 3b. Create Education Materials, Business Recognition and Engagement Events (core)
- 3c. Initiate Training and Mentoring Support for Businesses and Organizations (enhanced)
- 3d. Provide Zero Waste Innovation Grants / Incentives
- 3e. Expand Civic Site Waste Minimization and Diversion Initiatives to Lead by Example

4. Establish Organics Management Infrastructure and Operations in Remote and Indigenous Communities

- 4a. Establish Bamfield and Salmon Beach Transfer Station Organics Management
- 4b. Expand Indigenous Organics Management

5. Establish Multi-Stream Diversion Programs

- 5a. Expand Rural Single Family Diversion Opportunities
- 5b. Develop Multi-Family Recycling and Composting Collection
- 5c. Establish Public Space Multi-Stream Recycling
- 5d. Support Zero Waste Events

6. Reduce, Reuse and Divert Construction and Demolition (C&D) Material (Built Environment)

- 6a. Promote 'Resource Smart' Building Design, Deconstruction and Home Relocation
- 6b. Support Policy for C&D Materials Management – Onsite Construction
- 6c. Expand Infrastructure and Services C&D Materials Management – ACRD Solid Waste Management Facilities

7. Expand Other Material and Product End of Life Management

- 7a. Expand Hazardous Materials Collection (non-Extended Producer Responsibility [EPR])
- 7b. Incentivize Large Item Management
- 7c. Enhance EPR Program Access and Usage
- 7d. Develop Disaster Debris Management Plan
- 7e. Mitigate illegal dumping and support oceans plastic management

8. Ensure Proper Residual Management

Manage residuals responsibly for each watershed.

- 8a. Develop Long Term Disposal Options AV
- 8b. Complete Landfill Capital Projects
 - 8bi. Complete Landfill Capital Projects AV
 - 8bii. Complete Landfill Capital Projects WC



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
BAMFIELD PARKS COMMISSION MEETING MINUTES
ELECTORAL AREA "A" – BAMFIELD

EXAMPLE TEMPLATE

Minutes of the **Bamfield** Parks Commission meeting held June **14th, 2024** at **10am** at the Eileen Scott Centennial Park Office.

IN ATTENDANCE:

Commission Members Present: Sheryl Mass, Jacquie Dennis, Andrea Butler, Daniel Zayonc

Staff: Jenny Brunn, Michael McGregor

Members of the public: *None*

1. The meeting was called to order at **10:05 AM**
2. Items discussed included:
 - Everyone present other than Director Beckett
 - Addition of dog park proposal item to be added as item 8 b
3. ***Motion: It was moved and Seconded that it be recommended that **Agenda be approved with addition*****
All in favour. Motion Carried
4. Items discussed included: Nomination and appointment of Chair
 - Discussion regarding co-chair/alternative options
 - Suggestion that Daniel serve as vice chair with the intention to work towards a transition to chair after 1 year term
5. ***Motion: It was moved and Seconded that it be recommended THAT Sheryl Mass serve as the commission chair for a period of one year***
All in favour. Motion Carried.
6. ***Motion: It was moved and Seconded that it be recommended THAT Daniel Zayonc serve as the vice commission chair for a period of one year***
All in favour. Motion Carried.
7. General conversation surrounding: ***Roles and Responsibilities***
 - Jenny Brunn provided overview
 - ACRD role as governing body
 - Parks commission and commissioners role

- Prioritization of establishing work plan and building budgets
8. General conversation surrounding: ***General parks commission update***
- Sheryl Mass provided overview
 - Roofing beginning Monday June 17
 - Expected to take 1 week to replace
 - Roof colour will match park sign
 - Overview of Canada works grant student work plan
 - Overview of parks logo and options for change
 - Overview of existing separation of budgeting for west side parks
 - Signage improvements needed throughout parks
 - Toilets not located within park property but is maintained by parks
 - **Mike to share map of Bamfield parks**
 - **Sheryl will share financials with group**
 - Chair would like help with technical items
9. Items discussed included: Eileen Scott Centennial Park Pavilion
- Louis advocating for pavilion project
 - Concerns regarding costs/potential overruns
 - Proposed work plan / project list to help identify and prioritize future park projects.
 - **Mike will work with Andrea to establish the first draft of the list and bring back to next meeting.**
10. ***Motion: It was moved and Seconded that it be recommended THAT the Parks Commission will develop a project list and consider the Park Pavillion during that process***
- All in favour. Motion Carried.*
11. Items discussed included: Potential for future fenced dog park/area
- Place for dogs to safely be off leash without concern of running away or encountering wildlife.
 - Would need to identify potential locations
 - Should be incorporated into the potential project list along with Park Pavillion and discussed further to identify priority.

Minutes taken by: _____

Michael McGregor, Lands and Resources Coordinator



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BAMFIELD PARKS COMMISSION MEETING MINUTES ELECTORAL AREA "A" – BAMFIELD

Minutes of the **Bamfield** Parks Commission meeting held October **1st, 2024** at **4:45pm** at remotely.

IN ATTENDANCE:

Director: Beckett

Commission Members Present: Sheryl Mass, Daniel Zayonc, Andrea Butler,

Staff: Michael McGregor

Members of the public: Louis Druehl

1. The meeting was called to order at 4:45 pm.
2. Items discussed included:
 - Does Director Beckett have a vote on this commission
 - It was decided that Director Becket generally does not have a vote but could be called upon to break a tie
 - Delegation from Louis Druhl regarding:
 - E. Scott Pavillion Project
 - *Idea from 6 years ago. Beginning with the raffling of E. Scott's car raffle*
 - *Would service that section of park as well as playground*
 - *Major contribution from Scott family*
 - *Several smaller contributions*
 - *Community forest has put up 11K*
 - *Posts also donated from community forests*
 - *Plan finalized, likely meets qualifications for building permitting*
 - *Structural engineer report meets qualifications*
 - *Has been emotional and taken 6 years*
 - *Would like to see parks commission step up to see it to completion*
 - *Has asked Scott family to potentially cover overdraft.*
 - *Would the Scott family be able to produce a letter to cover overages?*
 - *Parks commission has committed \$5k.*
 - *Is the parks commission behind the project?*
 - *Louis has initiated the project would like clear direction*
 - *Is there a space where these funds fit another space more immediately?*
 - *Daniel is willing to be a contact from the commission but could not dedicate the time to being a 'project lead'*
 - *If funds are reallocated how would the donated funds be handled?*
 - *we have \$19,808.38 of real funds allocated in bank*
 - *Is the commission in favour of moving forward assuming:*

- *Someone steps up and manages this project*
- *Alternatively could these funds be transferred from the Parks Commission to the Community Hall to fund a room, other ideas?*

Motion: It was moved and Seconded that it be recommended

THAT Parks commission proposed the Pavillion funds be donated to the community hall society under the condition that it celebrates Eileen Scott and Bamfield Volunteers. Subject to the donors agreement.

All in favour. Motion Carried

Action: Sheryl will approach JP to discuss proposal.

Action: Daniel will approach Louis with proposal as well as request Louis approach donors.

Community Garden

- *Has concerns with its current condition*
- *Commission has repainted it twice*
- *Some beds are used beautifully, others are neglected*
- *Garden is for the community at large*
- *Would like the parks commission to take care of that facility.*

Half acre of forest at E. Scott Park

- *Should be carved out as a memorial forest.*
- *With trails, more community use (does the forest have existing trails?)*

3. Items discussed included:

Cougars Pass Crownland Parcels (Andrea)

- *The parks commission has been made aware of the application of crown land parcels on the west side commonly referred to as Cougars Pass.*
- *This area is vital green space to the community*
- *The loss of the lands would be a large loss to the community*
- *Need to have some discussion about opposing the development application and instead apply to transition those crown lots into active parkland.*
- *The wastewater treatment brought to light the map of the west side with park spaces*
- *The west side requires more park space.*
- *Neighbors already maintain the existing crown parcels so the addition of these under the service should not require great expense.*
- *Cant turn all crown land into park, needs a larger planning process to identify priorities.*
- *Ocean front green space properties should be prioritized as parkland/recreational*
- *Neighboring property is owned by community hall along with the composting toilet.*

Motion: It was moved and Seconded that it be recommended:

THAT the ACRD explore adding cougars pass crownland park parcels into the Bamfield Parks Service

All in favour. Motion Carried

4. Items discussed included: General update on Bamfield Park Happenings and projects (Sheryl)

New roof on E. Scott building

- \$25,215 total cost
- Completely cleaned up
- Electrical roof required a number of repairs
- Bathrooms and Showers have new fans
- New insulation and venting added to building

Septic Tank Pumped July 10th

Smiley Rink requires attention

- Hole beside rink

Dock is in really good shape

- Tires or a ladder should be explored to aid someone who falls in

Winter Staff

- No one is checking in on park throughout the winter
- Zelda is cleaning toilets
- Malcom is doing small jobs
- Jaleen is going to stay on doing emails and reservations throughout the winter
- Boards need replacing on pavilion and memorial tree
- Memorial tree society installed benches and pavilion should be talked about
- Wood was off loaded on west side mistakenly, intended for the east side (Pavilion).
- Community forest donated the wood and it is going to rot. Needs to be shipped to east side

Resident Parking

- 14 spots allocated to grappler inlet residents
- 10 on park property, 4 on MOTI
- Could rent these 4 people a sign
- Proposal- raise costs from \$90 - \$150 per year

Motion: It was moved and Seconded that it be recommended

THAT annual parking fees are raised from \$90 to \$150.

All in favour. Motion Carried

Financials

Roughly \$190K in total

\$39k already allocated to various projects including the Eileen Scott Pavilion .

Bookings issue

- User told that he couldn't reserve one spot unless they are annual users
- 6 month user was very upset that he couldn't keep the identified spot.
- Grappler bookings are getting more challenging with more upset people.

5. Items discussed included: Review of Grappler wharf shared use agreement and associated draft signage (Mike)

- Draft agreement has been reviewed by Phil, Charile and Sheryl
- Will circulate updated agreement once more.
- Draft signage has been reviewed by Hu-ay-aht, Sheryl and Jaleen
- Would like to install this winter

6. Items discussed included: Website Improvements (Mike)

- Can bring the website under the ACRD IT network. For roughly \$1,000
- This will keep the current URL www.bamfieldparks.ca
- Will establish a editing protocol where updates are requested through the ACRD (Mike) and preformed by ACRD staff or contractors
- Should not increase costs if the updates are small. Larger redesigns or changes may require additional funds from Bamfield parks service.

Motion: It was moved and Seconded that it be recommended

- **THAT the ACRD take over www.bamfieldparks.ca and operate it under their IT umbrella**
- All in favour. Motion Carried

7. Items discussed included: Project prioritization (Mike)

- A spreadsheet with projects and a proposed scoring system has been shared with the group.
- Scoring is done as a yes or no system. Yes=5 points, No=0 points
- Not enough time to go over each project as a group

Action : Commission members score projects on their own and send Mike their updated sheets.

Minutes taken by: Michael McGregor – Lands and Resources Coordinator