



Salmon Beach Committee Meeting
Thursday, October 24, 2024

Via Zoom
1:30 PM

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/24-10-2024/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_lctpluHstJyovaurfOAXTw#/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. | |
| 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. Salmon Beach Committee Meeting held March 14, 2024 | 3-5 |
| <i>THAT the minutes of the Salmon Beach Committee meeting held on March 14, 2024 be adopted.</i> | |
| 5. <u>PRESENTATIONS</u> | |
| a. Solid Waste Management Plan Engagement Presentation, Paulo Eichelberger, Solid Waste Manager | |
| 6. <u>CORRESPONDENCE FOR ACTION/INFORMATION</u> | |
| 7. <u>REQUEST FOR DECISIONS</u> | |
| a. REQUEST FOR DECISION | 6-7 |

Financial Plan Amendment

THAT the Salmon Beach Committee recommend that the ACRD Board of Directors approve a Financial Plan amendment for the Salmon Beach Transportation Capital Fund, increasing the budget for the Interior Road upgrades to \$185,000 for 2024.

- b. **REQUEST FOR DECISION**
2025 Workplan

8-10

THAT the Salmon Beach Committee confirm the projects and priorities for Salmon Beach Services which will be considered for inclusion in the development of the overall ACRD 2025 workplan.

8. REPORTS

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

10. QUESTION PERIOD

Questions/Comments from the public:

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

11. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE SALMON BEACH COMMITTEE MEETING HELD ON MARCH 14, 2024, 1:30 PM

Via Zoom

MEMBERS Vaida Siga, Chairperson, Director, Electoral Area “C” (Long Beach)

PRESENT: Ellen Peete, Member at Large
Jill Maibach, Member at Large
Terry Graff, Member at Large
Ron McKinlay, Member at Large
Ken Lunde, Member at Large

STAFF PRESENT: Eddie Kunderman, Operations Manager
Wendy Hayes, Community Services Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/14-3-2024/>

1. **CALL TO ORDER**

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

The Chairperson recognized this meeting is being held throughout the Nuuchahnulth territories.

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

Introductions – Committee Members and Staff present via Zoom.

2. **APPROVAL OF AGENDA**

MOVED: E. Peete

SECONDED: R. Mckinlay

THAT the agenda be approved as circulated.

CARRIED

3. **DECLARATIONS**

4. **MINUTES**

a. **Salmon Beach Committee Meeting Minutes – December 14, 2023**

MOVED: R. Mckinlay

SECONDED: K Lunde

THAT the minutes of the Salmon Beach Committee meeting held on December 14, 2023 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION/INFORMATION

7. REQUESTS FOR DECISIONS

- a. **Request for Decision regarding Salmon Beach Committee Terms of Reference Amendment.**

MOVED: E. Peete

SECONDED: J. Maibach

THAT the Salmon Beach Committee recommend to the ACRD Board of Directors to adopt the amended Terms of Reference as attached and consider an amendment to Bylaw A1077, Salmon Beach Committee, 2015 to reflect these changes as well as remove “member-at-large” and replace with “committee member”.

CARRIED

- b. **Request for Decision regarding 2024-2028 Financial Plan Update.**

MOVED: E. Peete

SECONDED: R. Mckinlay

THAT the Salmon Beach Committee receives the Salmon Beach Services 2024-2028 Financial Plan Update as presented.

CARRIED

8. REPORTS

9. LATE BUSINESS

10. QUESTION PERIOD

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

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar

- Submissions received by email at responses@acrd.bc.ca.

11. ADJOURN

MOVED: E. Peete

SECONDED: R. Mckinlay

THAT this meeting be adjourned 2:17 pm.

CARRIED

Certified Correct:

Vaida Siga,
Chairperson

Wendy Hayes,
Community Services Assistant



To: Salmon Beach Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: October 24, 2024
Subject: Financial Plan Amendment

Recommendation:

THAT the Salmon Beach Committee recommend that the ACRD Board of Directors approve a Financial Plan amendment for the Salmon Beach Transportation Capital Fund, increasing the budget for the Interior Road upgrades to \$185,000 for 2024.

Desired Outcome:

To get approval for a financial plan amendment for the Salmon Beach Transportation capital fund and increase the budget for the Interior Road upgrade project.

Summary:

The 2020 report from McGill Engineering on Salmon Beach Road Maintenance identified the necessity of upgrading the roads within the Salmon Beach Community that had been continually eroded by water over the previous years and needed to be improved and renewed to a safe and reasonable standard. This was originally planned to be completed over a five-year period however work was delayed waiting for confirmation from the Ministry of Transportation and Infrastructure (MOTI) regarding the required standard of renewal. At the January 19, 2023, Salmon Beach Committee meeting, the update from MOTI was presented to the committee who provided direction to complete road upgrades as quickly as possible. \$106,000 was spent towards the project in 2023 with an additional \$85,000 budgeted for 2024.

In Spring 2024, the ACRD was able to leverage the availability of more of the recycled asphalt product (RAP) than initially was expected to be available. The product was brought in and the majority of the interior roads were upgraded. Given the seasonal nature of the community and the availability of the RAP, this work was completed ahead of the busy season and before a Financial Plan amendment could take place. The work was completed as complaints had been rising within the community from those who had not yet had their portion of road upgraded. All but one section of the interior road upgrades has now been completed, with the last section scheduled to be completed as a part of the 2025 budget.

Time Requirements – Staff & Elected Officials:

It will take Finance staff approximately 4 hours to complete the Financial Plan amendment.

Financial:

Staff are looking to amend the financial plan to increase the 2024 budget for interior road upgrades from \$85,000 to \$185,000. This increase will reduce the capital reserve balance for the Salmon Beach Transportation budget to \$20,111 in 2024. The final piece of the interior road upgrades is planned to be completed in 2025 with a budget of \$20,000.

Strategic Plan Implications:

N/A

Policy or Legislation:

Bylaw No. E1039 “A Bylaw to establish a Service to provide for Transportation Services within Salmon Beach, a part of Electoral Area “C” (Long Beach) allows the ACRD to provide this service.

Submitted by: *Jenny Brunn*
Jenny Brunn, General Manager of Community Services

Reviewed by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

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



To: Salmon Beach Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: October 24, 2024
Subject: 2025 Workplan

Recommendation:

THAT the Salmon Beach Committee confirm the projects and priorities for Salmon Beach Services which will be considered for inclusion in the development of the overall ACRD 2025 workplan.

Desired Outcome:

To develop a workplan for the Salmon Beach Services that meets the needs and desired service levels for the community. Staff also must ensure that the workplan for Salmon Beach fits within the overall ACRD workplan, is achievable and can be adequately resourced.

Summary:

Staff have compiled a list of projects for 2025 based on service needs and requests from the Committee. The projects have been listed in order of priority. Once confirmed by the Committee, staff will identify staff time and resource needs to complete each project and review as part of the overall workplan for the ACRD. This plan will be reviewed in the context of the available staff resources and budget. There is no guarantee that all items on the list will be included in the approved workplan. Those projects that make it into the workplan will be used in the creation of the Financial Plan which will be reviewed by the committee.

On-going and Operational Projects:

Road Maintenance Contract:

The road maintenance contract will expire in May 2025 and will have to go back out to bid in the new year in anticipation of that. The current contractor signed a two-year extension in 2023 and the current contract does not contain language to further extend the contract.

Interior Road Upgrades:

One section remains in the plan for the interior road upgrades and will be completed in 2025. This is the Front Street and 2nd Avenue loop within the new section of the community. There will be approximately \$20,000 budgeted for this in 2025.

Pumper Truck Sale:

The old pump and haul truck for the Salmon Beach Sewage Disposal service has been relatively unused since the purchase of a new pumper truck and will be listed for sale in 2025. The truck has been kept in good working order and has been run throughout its vacation from service. This was identified on the 2024 workplan as an item that would occur in 2025.

Security Camera Installation:

The 2024 capital reserve budget for Salmon Beach Security contained money set for the installation of security cameras within the Salmon Beach Community. As the ACRD completes its surveillance policy and assessment, this will be completed in 2025. \$3,500 will be set aside within the financial plan for the purchase and installation of the security cameras.

Alder Removal Plan:

The focused efforts to address Alders in 2024 will continue in 2025 with an annual plan for an extensive cutting back of the alders each fall. The budget for this work is recommended to remain at the increased level of \$10,000 annually to allow for this to take place as an increase in service level.

Fencing Repairs on the Compound:

The main compound area needs some repairs to the fencing that is enclosing it. The barbwire on the top of the fence, and some areas of the main chain link fence will need to be repaired to ensure items can be secured within the compound. There will be \$7,500 set aside within the financial plan for this item.

Proposed 2025 Workplan (in order of priority):**Automated External Defibrillator (AED) Installation:**

The Salmon Beach Committee has presented the installation of AED's within the community to the residents of Salmon Beach and received support for this. The plan is for AED's to be stored within cabinets, one at the entrance gate and one near the compound on 7th Avenue. An estimated budget of \$15,000 would be required for this item. Staff need to further investigate if this will fit within an existing service.

Fire Suppression Committee Investigation:

There has been a movement within the community, led by Brent Manyk, to discuss the creation of a fire suppression committee comprised of volunteers within the community. There needs to be a deeper discussion into this topic, and if it fits within an existing service or a new service would need to be created. That discussion will also need to contain information on liability, and a more extensive project plan provided. It is anticipated that there will be significant staff time required to assess the feasibility for this project.

Snake River Trailer:

The trailer that houses the water tank is in a state of disrepair. It will need to be investigated in 2025 whether the trailer can be repaired, and if not, if it makes sense to purchase a new one for the community.

Rusting Road Culvert Investigation:

Some of the road (not driveway) culverts within the community have shown to have some rusting taking place. This item will allow for further investigation of these culverts and a plan to be created for

potential replacement of the culverts if necessary. Minimal money will need to be set aside in 2025 for this investigation, as replacement would be a future year project.

Ditching by Gazebos:

The area sloping down above the gazebos gets extremely saturated every year and remains that way for most of the year. There will be investigation into the creation of a ditch running the length from road to trees, with drainage pipe within and drain rock on top of the pipe to allow for the water to be successfully routed away from this area. We are in the process of receiving a quote for this plan which will be communicated to the committee when received.

Time Requirements – Staff & Elected Officials:

Staff will continue to assess each project, and the resources necessary to complete them as a part of the 2025 workplan creation. Next steps will be to allocate anticipated staff time and budget necessary for each project, and from there staff will have a better understanding of where each project will fit within the overall ACRD workplan for 2025.

Financial:

When the review of the above items is complete and the workplan is finalized, a draft financial plan will be completed. This draft financial plan will then be presented to the Salmon Beach Committee for their review.

Strategic Plan Implications:

n/a

Policy or Legislation:

n/a

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

Reviewed by: Cynthia Dick
Cynthia Dick, General Manager of Administrative Services

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