



Board of Directors Meeting
Wednesday, November 26, 2025

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC
1:30 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/26-11-2025/7673/?catid=0>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_7QuZas0wSpaSW9oXsX6g3g#/registration

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 - Board Members and Staff present in the Boardroom and on Zoom.

2. APPROVAL OF AGENDA

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

3. DECLARATIONS

(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Community Charter)

4. ADOPTION OF MINUTES

(ALL/UNWEIGHTED)

a. Board of Directors Meeting – November 12, 2025

7-18

THAT the minutes of the Board of Directors meeting held on November 12, 2025 be adopted.

b. Agriculture Development Committee Meeting – November 18, 2025

19-23

THAT the minutes of the Agriculture Development Committee meeting held on November 18, 2025 be received.

- c. **Bamfield Area Services Committee Meeting – November 18, 2025** **24-26**

THAT the minutes of the Bamfield Area Services Committee meeting held on November 18, 2025 be received.

- d. **Regional Hospital District Meeting – November 19, 2025** **27-31**

That the minutes of the Regional Hospital District meeting held on November 19, 2025 be received.

- e. **Alberni Valley Regional Airport Advisory Committee Meeting – November 20, 2025** **32-35**

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on November 20, 2025 be received.

5. PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)

- a. **Jolleen Dick, Chief Executive Officer, Alberni Valley Chamber of Commerce, Visitor Information Services as a Regional Model**

6. CORRESPONDENCE FOR ACTION
(ALL/UNWEIGHTED)

- a. **REQUEST FOR LETTER OF SUPPORT** **36-38**
Clayoquot Sound Biosphere Trust, requesting a letter of support to establish a Clayoquot Biosphere Trust Centre in Tofino

Possible Motion:

THAT the ACRD Board of Directors forward a letter of support to the Clayoquot Sound Biosphere Trust supporting their vision to establish the Clayoquot Sound Biosphere Centre in Tofino on the unceded territories of the nuučaan̓uł (Nuu-chah-nulth) First Nations.

- b. **REQUEST FOR MEETING** **39**
Port Alberni and West Coast RCMP Victim Services, requesting a meeting to discuss Grant-in-Aid funding for the Victim Services Program

Board Direction Requested

- c. **REQUEST FOR APPOINTMENT OF MEMBERS** **40-42**
Municipal Finance Authority of BC, requesting appointment of members

Possible Motion:

THAT the ACRD Board of Directors appoint Director _____ as a Member and Director _____ as an Alternate Member to the Municipal Finance Authority of BC (MFA) prior to February 28, 2026, for a period of approximately one year.

7. CORRESPONDENCE FOR INFORMATION
(ALL/UNWEIGHTED)

- | | | |
|----|---|--------------|
| a. | KPMG LLP | 43-53 |
| | Audit Planning Letter | |
| b. | BRITISH COLUMBIA’S OFFICE OF THE HUMAN RIGHTS COMMISSIONER | 54-55 |
| | Beyond The Headlines – B. C’s Toxic Drug Crisis | |
| c. | MAHOE PROPERTIES 2002 LTD | 56-57 |
| | Concerns Regarding Bylaw P1528 – Application Fee Structure | |

THAT the Board of Directors receive items a-c for information.

8. REQUEST FOR DECISIONS & BYLAWS

- | | | |
|----|---|--------------|
| a. | REQUEST FOR DECISION | 58-59 |
| | 2026 General Local Election Cost Sharing Agreements
(ALL/WEIGHTED) | |

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a cost-sharing agreement with School District 70 Pacific Rim for the purposes of conducting the 2026 School Trustee Election and authorize the CAO to negotiate and execute the agreement on behalf of the ACRD.

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a cost-sharing agreement with the City of Port Alberni for the purposes of conducting the 2026 School Trustee Election and any potential ACRD referendum questions within City of Port Alberni boundaries and authorize the CAO to negotiate and execute the agreement on behalf of the ACRD.

- | | | |
|----|--|--------------|
| b. | REQUEST FOR DECISION | 60-62 |
| | Formal Lease Application – LS-A2025008 Warwick Patterson
(ALL/WEIGHTED) | |

THAT the Alberni-Clayoquot Regional District Board of Directors approve lease LS-A2025008 with Warwick Patterson for lot 15 at the Alberni Valley Regional Airport for a term of three years.

- c. **REQUEST FOR DECISION**
Long Beach Airport Pump Station - Phase 4 Domestic Pumps And Controls
(ALL/WEIGHTED)

63-64

THAT the Alberni-Clayoquot Regional District Board of Directors award the Long Beach Airport (LBA) Pump Station - Phase 4 Domestic Pumps and Controls contract to Ridgeline Mechanical Ltd. in the amount of \$164,974.00 (excluding GST) plus a 5% project contingency and authorize the CAO to negotiate and execute the contract on behalf of the ACRD.

- d. **REQUEST FOR DECISION**
Bylaw F1170-5 – 2025-2029 Financial Plan Amendment – Long Beach Airport – Weather Station Upgrades – Project expenditure allocation to 2025 & Beaver Creek Water System – Scada Upgrades – Addition
(ALL/WEIGHTED)

65-71

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS

- a. **RE25002, MCINNES AND STRACHAN, 5535 STRICK ROAD (BEAVER CREEK)**
Rezoning – Memorandum and Bylaw

72-77

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

10. REPORTS

10.1 STAFF REPORTS

(ALL/UNWEIGHTED)

- | | | |
|----|--|---------------|
| a. | Meeting Schedule – December 2025 | 78 |
| b. | Building Report – October 2025 | 79 |
| c. | Monthly Agreement & Grant Delegation Report – October 2025 | 80 |
| d. | Exempt Compensation Review Results | 81-82 |
| e. | Draft Track and Bridge Condition Assessment, ACRD Rail Corridor | 83-171 |

THAT the Board of Directors receives the Staff Reports a-e.

10.2 COMMITTEE REPORTS

(ALL/UNWEIGHTED)

- a. Alberni Valley & Bamfield Services Committee Meeting, November 26, 2025 (Verbal) D. Haggard

10.3 MEMBER REPORTS

(ALL/UNWEIGHTED)

- a. 9-1-1 Corporation – B. Beckett
- b. Vancouver Island Regional Library – F. Boyko
- c. Alberni Valley Chamber of Commerce – S. Minions/F. Boyko
- e. Association of Vancouver Island & Coastal Communities – P. Cote
- f. Tsawak-qin Public Advisory Group – M. Sparrow
- g. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. 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**

14. IN CAMERA

(ALL/UNWEIGHTED)

Motion to close the meeting to the public as per the Community Charter, section(s):

- i. 90 (1) (a): personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;*
- ii. 90 (1) (c) : labour relations or other employee relations;*
- iii. 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*

Motion to close the meeting to the public as per the Freedom of Information and Protection of Privacy Act, section(s):

- iv. 21 (1) (c) (i) of FOIPPA: harm significantly the competitive position or interfere significantly with the negotiating position of the third party.*

15. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

16. ADJOURN

(ALL/UNWEIGHTED)

**Next Board of Directors Meeting: Wednesday, December 10, 2025, at 1:30 pm
Regional District Board Room & Zoom**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 12, 2025, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS PRESENT: John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations
Debbie Haggard, Vice Chairperson, Councillor, City of Port Alberni
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Fred Boyko, Director, Electoral Area "B" (Beaufort)
Vaida Siga, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Susan Roth, Director, Electoral Area "E" (Beaver Creek)
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Marilyn McEwen, Mayor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Kirsten Johnsen, Member of Council, Toquaht Nation
Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government

REGRETS: Moriah Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Daniel Sailland, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Alex Dyer, General Manager of Planning & Development
Jenny Brunn, General Manager of Community Services
Heather Zenner, Manager of Administrative Services
Charlie Starratt, Regional Fire Services Manager
Eddie Kunderman, Operations Manager
Michael McGregor, Lands and Resources Coordinator
Janice Hill, Executive Assistant
Kylie Pettifer, Community Projects & Engagement Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/12-11-2025/>

1. **CALL TO ORDER**

The Chief Administrative Officer called the meeting to order at 1:30 pm.

The Chief Administrative recognized this meeting is being held throughout the Nuuchah-nulth territories.

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

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

Director Mastrangelo entered the meeting at 1:38 pm.

2. ELECTIONS – CHAIR AND VICE-CHAIR

a. ELECTION OF CHAIRPERSON – 2025/2026

The Manager of Administrative Services provided an overview of the election of Chair and Vice-Chair of the Board as specified in the Regional District Procedure Bylaw.

The Manager of Administrative Services conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2025/2026.

The Manager of Administrative Services declared Director Jack to the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2025/2026.

b. ELECTION OF VICE-CHAIRPERSON FOR 2025/2026

The Manager of Administrative Services conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2025/2026.

The Manager of Administrative Services declared Director Haggard to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2025/2026.

Director Jack assumed as Chair.

3. APPROVAL OF AGENDA

MOVED: Director Beckett

SECONDED: Director Stere

THAT the agenda be approved as amended to add correspondence to agenda item 10.1(c) TUP25012, DIROCCO, 3640 Fletcher Road.

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 22, 2025

MOVED: Director Cote

SECONDED: Director Jack

THAT the minutes of the Board of Directors meeting held on October 22, 2025 be adopted.

CARRIED

MOVED: Director Cote

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors send a thank you letter to Rebecca Terepocki for her correspondence received on October 22nd related to wildfire suppression.

CARRIED

b. Committee-of-the-Whole Committee Meeting – October 22, 2025

MOVED: Director Stere

SECONDED: Director Sparrow

THAT the minutes of the Committee-of-the-Whole held on October 22, 2025 be received.

CARRIED

c. Transportation Committee Meeting – November 5, 2025

MOVED: Director Beckett

SECONDED: Director Roth

THAT the minutes of the Transportation committee held on November 5, 2025 be received.

CARRIED

d. Emergency Program Executive Committee Meeting – November 5, 2025

MOVED: Director Stere

SECONDED: Director Roth

THAT the minutes of the Emergency Program Executive committee held on November 5, 2025 be received.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Alex Sam, Student Participant at 2025 UBCM Convention

b. **Shannon Summersides, Associate, Herold Engineering, Linear Asset Assessment**

MOVED: Director Roth
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors allow the delegation more than ten minutes to present to the Board.

CARRIED

7. **CORRESPONDENCE FOR ACTION**

8. **CORRESPONDENCE FOR INFORMATION**

- a. **UNION OF BC MUNICIPALITIES**
Provincial Response to 2024 Resolutions
- b. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES**
Registration Information for AVICC Virtual Session
- c. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES**
2026 AVICC AGM & Convention
- d. **MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT**
Invitation to Celebrate November as Adoption and Permanency Awareness Month
- e. **COMOX VALLEY REGIONAL DISTRICT**
Proposed Regional Growth Strategy Minor Amendment

MOVED: Director Roth
SECONDED: Director Stere

THAT the Board of Directors receive items a-e for information.

CARRIED

MOVED: Director Roth
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to AVICC identifying that the maximum number of resolutions being capped at three, is too low, and request that the number of resolutions match the number of electoral areas in a Regional District, and that there be no limit on joint resolutions that are developed with other local governments.

CARRIED

MOVED: Director Roth
SECONDED: Director Haggard

THAT the Alberni-Clayoquot Regional District Board of Directors invite Coulson Aviation to provide a presentation on their aviation education program at AVICC in 2026.

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding 2026 ACRD Board, Committee & Financial Plan Meeting Schedule

MOVED: Director Roth

SECONDED: Director Haggard

CARRIED

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2026 ACRD Board, Hospital, Committee & Financial Plan meeting schedule as presented.

MOVED: Director Stere

SECONDED: Director Haggard

THAT the Alberni-Clayoquot Regional District Board of Directors select the District of Tofino as the May 27, 2026 off-site Board meeting location.

CARRIED

b. Request for Decision regarding 2026 AVICC Resolutions

MOVED: Director Roth

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors submit possible resolutions for consideration at the 2026 Association of Vancouver Island and Coastal Communities Convention to the General Manager of Administrative Services on or before January 16, 2026 and, based on submissions received, Regional District staff be instructed to bring back drafted resolutions and background materials for consideration of endorsement by the Board of Directors prior to the submission deadline of February 12, 2026.

CARRIED

MOVED: Director Roth

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to develop a resolution seeking legislation to allow elected officials the opportunity to hold office and attend Board meetings without penalty.

CARRIED

c. Request for Decision regarding 2026 Appointment to Vancouver Island Regional Library

MOVED: Director Sparrow
SECONDED: Director Haggard

THAT the Alberni-Clayoquot Regional District appoint Director Cote as Board Trustee and Director Boyko as an Alternate Trustee to the Vancouver Island Regional Library Board.

CARRIED

d. Request for Decision regarding NI 9-1-1 Revised and Restated Shareholders Agreement and an Amendment to the Articles of Incorporation.

MOVED: Director Boyko
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors approves the Amended and Restated Shareholders Agreement and Shareholders Resolution to alter the articles as provided in the correspondence dated August 6, 2025, from the North Island 9-1-1 Corporation.

CARRIED

e. Request for Decision regarding Linear Asset Management

Director Johnsen left the meeting at 2:51 pm.

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate how other local governments manage volunteers that work on local government assets such as parks and trails and report back to the Board in early January.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate liability concerns regarding volunteers directed by staff on all linear assets, first with Municipal Insurance Association and report back in December, with an option to request a legal opinion should the information received by Municipal Insurance Association not be sufficient.

CARRIED

MOVED: Director Roth
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors receive the following Parks Linear Asset Assessment and Mapping Reports as presented:

- *Regional Parks – Alberni Inlet Trail*
- *Sproat Lake Community Parks – Dickson Park*
- *Beaver Creek Community Parks – Evergreen Park*
- *Bamfield Community Parks – Grappler Wharf*
- *Regional Parks – Log Train Trail*
- *Cherry Creek Community Parks – Maplehurst Park*

CARRIED

f. Request for Decision regarding Log Train Trail Allowable Uses

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with option 5 – split-use model with a northern motorized section and a southern non-motorized section, specifically at the Beaufort and Cherry Creek Electoral Area Boundary, and develop the appropriate enforcement management plan, as required by the Ministry of Transportation and Transit and assess this initiative with the new Board of Directors in 18 months.

DEFEATED

MOVED: Director Boyko
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with option 5 – split-use model with a northern motorized section and a southern non-motorized section, and develop the appropriate enforcement management plan, as required by the Ministry of Transportation and Transit.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to engage with user groups and citizens to determine how the implementation of the Log Train Trail Enforcement Plan is working, 18 months from when the enforcement plan is approved.

CARRIED

g. Request for Decision regarding Log Train Trail Bridge Condition

MOVED: Director Boyko

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors table the discussion on the Log Train Trail Bridge Condition report until the work on the linear asset management and Log Train Trail enforcement plan is complete and reported back to the Board.

CARRIED

h. Request for Decision regarding Regional Water Governance and Watershed Assessment Study Funding Opportunity – Watershed Security Fund

MOVED: Director Roth

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to draft a letter of support for West Coast Aquatic's application to the Watershed Security Fund and that the ACRD continue to partner with all other collaborators on the Somass Fish Flow Committee to work towards watershed level governance, led by the Hupacasath and Tseshaht First Nations.

CARRIED

i. Request for Decision regarding Bylaw F1170-4 – 2025-2029 Financial Plan Amendment – Beaver Creek Fire Department – Extrication Combination Tool

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw F1170-4, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director Roth

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Bylaw F1170-4, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director Roth
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bylaw F1170-4, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director Roth
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bylaw F1170-4, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS

- a. **RD24007, ZELLER & VENEMA, 7775 PACIFIC RIM HIGHWAY (SPROAT LAKE)**
Rezoning – Memorandum and Bylaw

MOVED: Director Cote
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Cote
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Cote
SECONDED: Director Sparrow

THAT Bylaw P1526, Sproat Lake Official Community Plan Amendment Bylaw, be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Sparrow

THAT Bylaw P1526, Sproat Lake Official Community Plan Amendment Bylaw, be read a third time.

CARRIED

*MOVED: Director Cote
SECONDED: Director Sparrow*

THAT Bylaw P1527, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

CARRIED

*MOVED: Director Cote
SECONDED: Director Sparrow*

THAT Bylaw P1527, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

CARRIED

- b. DEV25010, VAN VLIET & BARR, 5663 MERSEY ROAD (BEAVER CREEK)**
Development Variance Permit – Memorandum and Permit

*MOVED: Director Roth
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors issue development variance permit DVE25010.

CARRIED

- c. TUP25012, DIROCCO, 3640 FLECTER ROAD (CHERRY CREEK)**
Temporary Use Permit – Memorandum and Permit

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT the Alberni-Clayoquot Regional District Board of Directors issue Temporary Use permit TUP25012.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

11.2 COMMITTEE REPORTS

11.3 AREA REPORTS (ALL/UNWEIGHTED)

- a. Electoral Area "A" (Bamfield) – B. Beckett – Bamfield continues to experience challenges with respect to the temporary closures of the Bamfield Road. Communication challenges with Ministry of Transportation (DriveBC) on when road closures are occurring.
- b. Electoral Area "B" (Beaufort) – F. Boyko. Things are good in Beaufort. Looking forward to implementation of motorization of the Log Train Trail in the future.
- c. Electoral Area "C" (Long Beach) – V. Siga. No report.
- d. Electoral Area "D" (Sproat Lake) – P. Cote. Sproat Lake water levels are rising. There is a derelict sailboat floating on Sproat Lake. Sproat Lake Volunteer Fire Department held a haunted house at their firehall that was a great success. AVICC is holding an on-line session on November 27th regarding the Cowichan Tribes Case Commentary: A Focused Dialogue for Local Government. Questions can be submitted to Teresa at AVICC by November 20th.
- e. Electoral Area "E" (Beaver Creek) – S. Roth. No report.
- f. Electoral Area "F" (Cherry Creek) – M. Sparrow. Impressed with Fireworks at Halloween Event in Cherry Creek. The motorcross facility experienced a fire in one of their structures. Concerned about motorized use on the Cherry Creek portion of the Log Train Trail.
- g. City of Port Alberni – S. Minions/D. Haggard. Director Haggard thanked the Board for electing her as Vice-Chair of the Board and Chair of the Hospital Board.
- h. District of Tofino – T. Stere. Working on budget and commented on the Remembrance Day celebration in Tofino. Well attended event.
- i. District of Ucluelet – M. McEwen. Was the Master of Ceremonies at the Remembrance Day celebration in Ucluelet which was also well attended. Attended the District of Ucluelet Parks and Recreation Master Plan workshop this morning. On the Board of Tourism Ucluelet and are holding their weekend retreat event in Bamfield this weekend.
- j. Huu-ay-aht First Nations – J. Jack. In strategic planning process. People's Assembly will be held on November 22nd. Recently attended the First Nations Leadership Gathering (equivalent to UBCM) and discussed power and energy, forestry, alternate routes, Bamfield Road, etc. Attended the Remembrance Day ceremony yesterday in Port Alberni and laid wreaths for Huu-ay-aht and ACRD.
- k. Toquaht Nation – K. Johnsen. No report.
- l. Uchucklesaht Tribe Government – M. Cootes. No report.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo. No report.

MOVED: Director Roth

SECONDED: Director Cote

THAT the Board of Directors receive the Area Reports.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

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

15. IN-CAMERA

MOVED: Director Jack

SECONDED: Director Roth

THAT the meeting be closed the meeting to the public as per the Community Charter, section(s):

- i. 90 (1): A part of a board meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:*
- (c) labour relations or other employee relations*

CARRIED

The meeting was closed to the public at 4:24 pm.

The meeting was re-opened to the public at 4:28 pm.

16. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

17. ADJOURN

MOVED: Director Mastrangelo

SECONDED: Director Sparrow

THAT this meeting be adjourned at 4:28 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Heather Zenner,
Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE AGRICULTURAL DEVELOPMENT COMMITTEE MEETING

HELD ON TUESDAY, NOVEMBER 18, 2025, 12:45 PM

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

MEMBERS

PRESENT:

Heather Shobe, Chairperson, Eden Tree Farm
Ann Siddall, Alberni District Fall Fair Association
Fred Boyko, Director, Electoral Area “B” (Beaufort)
Helen Zanette, SD70 Trustee
Erika Goldt, Eat West Coast
Anna Lewis, Alberni Valley Food Security Society
Bob Collins, Arrowvale Farm
Tanya Shannon, Shannon Farms
Lisa Aylard, Alberni Farmers’ Institute, Stonehaven Farm
Sarah Rymer, Spirit Square Farmers’ Market
Wayne Smith, Alberni Farmers’ Institute
Patty Palmer, 4H
Ex-Officio Members
Thom O’Dell, Ministry of Agriculture & Food – Regional Agrologist
Russell Dyson, Agricultural Advisory Committee
Star Miklashek, Agricultural Advisory Committee
Penny Cote, Director, ACRD, Agricultural Advisory Committee

REGRETS:

Kaley Ruel, Island Health Dietician
Pat Deakin, City of Port Alberni
Amber Lamb, Feathers be Found
Cecilia Addy, Port Alberni Port Authority
Ex-Officio Members
Kirsten Nesbitt, SD Healthy Schools Manager
Katie Miles, Coastal Roundtable Facilitator, Tofino Community Food Initiative
Larry McMahon, Agricultural Advisory Committee
Robert Haynes, Agricultural Advisory Committee
Ray Dol, Agricultural Advisory Committee

STAFF PRESENT:

Amy Needham, Sustainability Planner
Alex Dyer, General Manager of Planning & Development
Kristin Kerr-Donohue, Administrative Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/18-11-2025/7676/?catid=0>

1. CALL TO ORDER

The Chairperson called the meeting to order at 12:45 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 via Zoom.

2. APPROVAL OF AGENDA

MOVED: T. Shannon

SECONDED: S. Rymer

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Agricultural Development Committee Minutes – July 15, 2025

MOVED: A. Lewis

SECONDED: T. Shannon

THAT the minutes of the Agricultural Development Committee meeting held on July 15, 2025 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ione Smith, Agrologist, Upland Agricultural Consulting presenting the final versions of the Alberni Valley Food Security Emergency Plan and the Alberni Valley Agricultural Water Plan

b. Victor Martinez, Faculty, Kwantlen Polytechnic University & Kent Mullinix, Researcher, Kwantlen Polytechnic University presenting research project: Resilient & Thriving, Vancouver Island's Food Future

6. CORRESPONDENCE

a. HONOURABLE JOSIE OSBORNE, MINISTER OF HEALTH

- Famers' Market Nutrition Coupon Program Letter
- Farm to School BC Letter to SD70
- b. **AGRISERVICE BC**
Islands Edition Regional Newsletter – October 2025
- c. **AGSAFE BC**
Dirt on Ag – September 2025
- d. **MINISTRY OF AGRICULTURE & FOOD**
 - New Plant and Animal Health Centre
 - Notice of Avian Influenza in Coombs area
- e. **TOFINO COMMUNITY FOOD INITIATIVE**
Annual Report 2024

MOVED: S. Rymer

SECONDED: T. Shannon

THAT the Agricultural Development Committee receive items a-e for information.

CARRIED

7. REQUEST FOR DECISIONS

8. REPORTS

- a. Alberni-Clayoquot Regional District – A. Needham
 - Staff Update Report
 - 2026 Association of Vancouver Island and Coastal Communities Resolutions Notice and Request for Submissions
- b. Ministry of Agriculture & Food - T. O'Dell
 - Many Provincial Agriculture related programs are open year-round. Currently funding for large scale producers water infrastructure and farm FireSmart assessments
- c. Alberni Farmers' Institute – W. Smith
 - Annual General Meeting held on November 12, 2025.
 - Donated funds to the Alberni Valley Search and Rescue team to thank them for their support during the 2024 windstorm and to show them that their services are appreciated.
- d. Alberni District Fall Fair – A. Siddall
 - The 2025 fair was another success with over 22,000 people in attendance over four days. The Saturday was by far the busiest day seen in many years with 10,000 people coming through the gates.
 - Congestion outside the ag building is a recognized issue that the association will continue to work on.
 - Farm Gate Brochure is being distributed with the Neighbourhood Welcome packages, thanks to the Dock+, ACRD, and AV Food Security for their support to make this happen.

- e. Alberni Valley Food Security Society – A. Lewis
 - In addition to agenda report:
 - Dry Creek Community Garden lease has been approved for another 4 years
 - Received funding for an online directory comprised of primary producers, called Farmers, Fisheries, Foragers. Found at www.avfood.ca/ffsubmit
- f. Eat West Coast – E. Goldt
 - Clayoquot Biosphere Trust Grant stream opening in January.
- g. Spirit Square Farmers’ Market – S. Rymer
 - Dock+ sponsorship of the Music at the Market was a great addition to the atmosphere.
 - Community Futures Alberni-Clayoquot sponsored the “Spirited Kids Market”. Was a popular event and will be held again in 2026.
 - Annual General Meeting scheduled for Dec 2, 2025
 - Looking for a Market Manager and investigating funding sources for this to be a paid position.
- h. 4-H – P. Radcliffe
 - In addition to the agenda report, community support for the program has been overwhelmingly positive.
- i. Primary Agricultural Producers
 - VI Grain, Wayne Smith – Overabundance of hay, lack of animals/livestock, land needs to be utilized effectively, strong market for grain, rye specifically.
 - Stonehaven Farm, Lisa Aylard – Excellent continued support for the farm. They are currently sold out of beef for this year, next set is spoken for, next potential for sales is February.

MOVED: A. Siddall

SECONDED: W. Smith

THAT the Agricultural Development Committee accept these reports a-i for information.

CARRIED

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public. The Administrative 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

THAT the meeting be adjourned at 3:03 pm.

Certified Correct:

Heather Shobe,
Chairperson

Kristin Kerr-Donohue,
Administrative Assistant



Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD AREA SERVICES COMMITTEE MEETING HELD ON TUESDAY, NOVEMBER 18, 2025, 6:00 PM

Zoom

DIRECTORS

PRESENT:

Bob Beckett, Chairperson, Director, Electoral Area "A" (Bamfield)
Lisa Bye, Community Volunteer
John Mass, Community Volunteer
Bob Schmitt, Community Volunteer
Christine Gruman, Community Volunteer

REGRETS:

John Jack, Chief Councillor, Huu-ay-aht First Nations
Moriah Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Heather Zenner, Manager of Administrative Services
Eddie Kunderman, Operations Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/18-11-2025/7677/?catid=0>

1. CALL TO ORDER

The Chairperson called the meeting to order at 6:00 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: L. Bye

SECONDED: J. Mass

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Bamfield Area Services Committee Minutes – October 7, 2025

MOVED: L. Bye
SECONDED: J. Mass

THAT the minutes of the Bamfield Area Services Committee meeting held on October 7, 2025, be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

7. REQUEST FOR DECISIONS

8. REPORTS

a. West Bamfield Submarine Line Project (Verbal Update) – E. Kunderman

Project is proceeding, about one week behind schedule, water line is in place. Before the valve is opened to provide water to west side, there is work on the east side that needs to be completed. Boil water advisory that is currently in place, will remain in place for approximately one more week.

MOVED: B. Schmitt
SECONDED: J. Mass

THAT the Bamfield Area Services Committee receive report.

C. Gruman entered the meeting at 6:11 pm.

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public. The 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. IN-CAMERA

MOVED: J. Mass
SECONDED: L. Bye

THAT the meeting be closed to the public as per the Community Charter, section(s):

i. 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

Motion to close the meeting to the public as per the Freedom of Information and Protection of Privacy Act, section(s):

ii. 21 (1) (c) (i) of FOIPPA: harm significantly the competitive position or interfere significantly with the negotiating position of the third party.

CARRIED

The meeting was closed to the public at 6:13 pm.

The meeting was re-opened to the public at 7:07 pm.

12. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

13. ADJOURN

MOVED: C. Gruman

SECONDED: L. Bye

THAT the meeting be adjourned at 7:08 pm.

CARRIED

Certified Correct:

Bob Beckett,
Chairperson

Heather Zenner,
Manager of Administrative Services



Alberni-Clayoquot Regional Hospital District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 19, 2025, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

Debbie Haggard, Chair, Councillor, City of Port Alberni

PRESENT:

Bob Beckett, Director, Electoral Area "A" (Bamfield)

Fred Boyko, Director, Electoral Area "B" (Beaufort)

Vaida Siga, Director, Electoral Area "C" (Long Beach)

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

Susan Roth, Director, Electoral Area "E" (Beaver Creek)

Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)

Tom Stere, Councillor, District of Tofino

Moriah Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation

REGRETS:

Marilyn McEwen, Mayor, District of Ucluelet

Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government

Sharie Minions, Mayor, City of Port Alberni

John Jack, Vice-Chairperson, Chief Councillor, Huu-ay-aht First Nations

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Cynthia Dick, General Manager of Administrative Services

Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/19-11-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 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.

2. APPROVAL OF AGENDA

MOVED: Director Sparrow

SECONDED: Director Roth

THAT the agenda be approved as amended.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 22, 2025

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on October 22, 2025 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

Jesse Tarbotton, Director, Capital Planning, Real Estate and Leasing, Island Health regarding Tofino General Hospital and new role of the Ministry of Infrastructure.

Director Johnsen joined the meeting at 1:50 pm.

MOVED: Director Stere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors send a letter to Honourable Josie Osborne, Minister of Health and MLA for Mid-Island Pacific Rim to express the Hospital District's disappointment with the decision to not approve the Tofino General Hospital Concept Plan and request that immediate action be taken from the Ministry of Infrastructure to respond with the comprehensive technical information that is required to inform a revised Concept Plan in order to advance the project to the Business Development phase.

CARRIED

MOVED: Director Stere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors send a letter to the Ministry of Infrastructure with an invitation to attend a future Regional Hospital District Board meeting to discuss their decision to not approve the Tofino General Hospital Concept Plan.

CARRIED

6. **CORRESPONDENCE FOR ACTION**

7. **CORRESPONDENCE FOR INFORMATION**

- a. **Island Health**
News Release – New Report highlights health gains and inequities in the Island Health region.

MOVED: Director Roth

SECONDED: Director Boyko

THAT this correspondence be received for information.

CARRIED

8. **REQUEST FOR DECISIONS & BYLAWS**

9. **REPORTS**

- a. **Bamfield Health Centre – B. Beckett-** No report.
- b. **Alberni-Clayoquot Continuing Care Society – V. Siga-** the Society is experiencing financial difficulties due to aging infrastructure putting a strain on the capital budget and the operating budget is constrained by slow funding transfers from Island Health for mandated staff wage increase. This is impacting services as it results in decreased staffing and cutbacks on programing.
- c. **West Coast Native Health Care Society – P. Cote-** No report, next meeting November 20, 2025.
- d. **Tofino General Hospital – West Coast Directors-** met with new Site Director for TGH. Acknowledged Island Health for the opening of the Ucluelet Health Centre as it will benefit all the communities in the west coast region. Noted that aging infrastructure continues to be of concern, as sea cans are being used for appointments. Regarding the announcement of emergency room closures throughout the island, Tofino General Hospital is not at risk for a closure. Attended Health Forward Summit hosted by Nanaimo Regional District.
- e. **Alberni-Clayoquot Health Network – P. Cote/ V. Siga-** ACHN is in the process of recruiting for membership as well as gathering information through a Vital Signs Survey.
- f. **West Coast General Hospital – Alberni Valley Directors-** Island Health has announced a temporary closure of the WCGH Intensive Care Unit (ICU). Emergency room services will continue, and patients will be treated and stabilized at WCGH, however, clients requiring prolonged admittance into ICU

will be transferred to another Hospital. Temporary change of service is due to lack of local specialized staffing, and Island Health is working to fill current vacancies. Chairperson and CAO are meeting with the Minister of Health on November 21, 2025, to discuss this announcement. Directors are encouraged to direct questions and correspondence to Island Health or their MLA.

- g. Other Reports- Health Forward Summit- P. Cote/ T. Stere-** Regional District of Nanaimo hosted the Health Forward Summit on November 13, 2025. Director Cote attended on behalf of the Hospital District. Director Stere attended as a representative from the District of Tofino. There were sessions facilitated on AI, Preventative Healthcare, Investment in Healthcare Infrastructure and a Shared Path to Wellness with Indigenous Healing Practices. The Summit was well attended by representatives from Island Health, physicians, local and First Nations governments, and provincial officials. A report will be provided on the Summit and shared with Directors once it is available. There was a facilitated problem-solving session in the afternoon and in the report key takeaways will be provided. This included discussions regarding the challenges with recruiting health practitioners to the area including housing and other opportunities.

MOVED: Director Roth

SECONDED: Director Stere

THAT the Regional Hospital Board of Directors receives reports a-g.

CARRIED

10. UNFINISHED BUSINESS

11. LATE BUSINESS

12. 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 Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

13. ADJOURN

MOVED: Director Sparrow

SECONDED: Director Roth

THAT this meeting be adjourned at 2:53 pm.

CARRIED

Certified Correct:

Debbie Haggard,
Chairperson

Cynthia Dick,
General Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING

HELD ON THURSDAY, NOVEMBER 20, 2025, 10:00 AM

Via Zoom

MEMBERS

Mike Ruttan, Chairperson, Member at Large

PRESENT:

Tom Verbrugge, City of Port Alberni
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Moriah Cootes, Director, Uchucklesaht Tribe
Shelley Chrest, Port Alberni Port Authority
Hakon Askerhaug, Coulson Aviation
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)
Steven Jones, Alternate, Member at Large

REGRETS:

Dean Sept, Member at Large, Alberni Valley
Harley Wylie, Councillor, Tseshaht First Nation
Dylan Ashwood, Alberni Valley Chamber of Commerce
Serena Mayer, Councillor, Hupacasath First Nation

STAFF PRESENT:

Jenny Brunn, General Manager of Community Services
Mark Fortune, Airport Manager
Brett MacLean, Airport Development Manager
Mike Cann, Fire Chief, Sproat Lake Volunteer Fire Department
Pat Deakin, City of Port Alberni
Lyndsey Page, Community Services Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/20-11-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:02 am.

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: P. Cote
SECONDED: M. Sparrow

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

- a. **Alberni Valley Regional Airport Advisory Committee meeting held on July 17, 2025**

MOVED: S. Chrest
SECONDED: M. Sparrow

THAT the minutes of the AVRA Advisory Committee meeting held on July 17, 2025, be adopted.

CARRIED

5. CORRESPONDENCE

- a. **Warwick Patterson**
Email to and response from M. Fortune regarding Alberni Valley Regional Airport

MOVED: P. Cote
SECONDED: S. Chrest

THAT this correspondence be received.

CARRIED

6. REQUEST FOR DECISIONS

- a. **Request for Decision regarding Preliminary Lease Application 2025-005 – Warwick Patterson.**

MOVED: S. Chrest
SECONDED: P. Cote

THAT the Alberni Valley Regional Airport Advisory Committee supports the Preliminary Lease Application 2025-005 from Warwick Patterson and recommend that the Alberni-Clayoquot Regional District Board of Directors consider approval of the final application for a 3-year lease.

CARRIED

7. REPORTS

a. AVRA Operations and Projects Update – M. Fortune (Verbal)

Obstacle Limitation Surface (OLS)

Confirmation surveys in late August identified about sixty remaining contacts, including trees outside the current cut permit area. Work is underway to remove these. The rock knoll on Airport Road was resolved by increasing the offset on the Runway 30 approach from two percent to three percent, clearing the obstacle.

Automatic Weather Observation System (AWOS)

The AWOS upgrade and recalibration are complete, and the system is back in service. It now has a new website address, which will be published on the ACRD website. The system provides 24-hour weather information.

Radio Frequency Update

Transport Canada and Industry Canada are planning to convert the Aerodrome Traffic Frequency to a Mandatory Frequency. This will consolidate frequencies for the airport, hospital and seaplane bases. Details are expected early in the new year, with publication anticipated in April 2026.

Telus Fibre Upgrade

The copper-to-fibre upgrade is complete, and the terminal building now has high-speed fibre optic service.

Alfa Aero Movement Tracker (AAMT)

Research on this project is still underway, and an update will be provided at the next meeting.

British Columbia Air Access Program (BCAAP)

Two applications are being prepared. One is a resubmission for the airfield maintenance building, and the other is an application to replace legacy fuel pumps for Jet A and 100LL, which are no longer supported.

Taxiway Expansion – Lots 11 and 14

Work is underway on a grading plan and the first phase of taxiway expansion near the fuel depot. Plans are being developed with McGill Engineering and are expected early in 2026.

8. LATE BUSINESS

9. QUESTION PERIOD

Questions/Comments from the public. The Community Services Coordinator confirmed 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.

10. **ADJOURN**

MOVED: S. Chrest

SECONDED: H. Askerhaug

THAT the meeting be adjourned at 10:24 am.

CARRIED

Certified Correct:

Mike Ruttan,
Chairperson

Lyndsey Page,
Community Services Coordinator

Tracy Bond

From: DocuSign CA System <dse@camail.docusign.net> on behalf of Michelle hall via DocuSign <dse@camail.docusign.net>
Sent: November 4, 2025 9:57 AM
To: ACRD Administration
Subject: Urgent: Partner Support Needed for Provincial Funding of the Biosphere Centre

Follow Up Flag: Follow up
Flag Status: Completed

[CAUTION] This email originated from outside of the ACRD



Michelle hall sent you a document to review and sign.

[REVIEW DOCUMENT](#)

Michelle hall
michelle@clayoquotbiosphere.org

Dear Partners,
I hope this message finds you well.

I'm reaching out today with an important and time-sensitive request for your support. At a critical juncture, the Clayoquot Sound Biosphere Centre is a \$22M shovel-ready, fully designed project positioned to begin construction by March 1, 2026. To move forward, we need the Province to confirm the \$5M investment that was recommended in the 2024 BC Budget Consultation Report.

As trusted partners and leaders in this region, we are asking for your organization's signature on this joint letter to the Province of British Columbia. This united show of support will help secure the Province's financial contribution and, in turn, unlock over \$12.5M in confirmed federal, philanthropic, and regional investments for the Biosphere Centre, including \$7.17M from the Government of Canada.

Without the Province's partnership, these funds and the once-in-a-generation opportunity they represent are at risk.

Please review and sign the letter by November 7th if possible.

Your signature will help ensure this much-needed regional investment moves forward. Together, we can demonstrate the collective voice of our communities and partners in support of a project that will benefit generations to come.

Thank you for your continued support. If you have any questions or would like a more detailed project update before signing, please don't hesitate to contact me directly at michelle@clayoquotbiosphere.org. (Note: please do not click "Decline Signature" in DocuSign, as it clears the document for everyone.)

With gratitude,
Michelle, Rebecca and the CBT team.

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This message was sent to you by Michelle hall who is using the DocuSign Electronic Signature Service. If you would rather not receive email from this sender you may contact the sender with your request.

November 6th, 2025

To the Province of British Columbia,

As governments and organizations deeply rooted in the Clayoquot Sound Biosphere Region, we are writing to express our support for the Clayoquot Biosphere Trust’s vision to establish the Clayoquot Sound Biosphere Centre in Tofino on the unceded territories of the nuučaan̓uł (Nuu-chah-nulth) First Nations.

For more than two decades, the Clayoquot Biosphere Trust has collaborated closely with local First Nations, communities, and partners to conserve biodiversity, advance sustainable development, and foster reconciliation. Through programs that support ecological health, cultural vitality, education, and community well-being, the Trust has demonstrated its enduring commitment to the prosperity of our region.

The proposed Biosphere Centre addresses an urgent and growing need: a welcoming, culturally safe space to learn about and celebrate the Clayoquot Sound UNESCO Biosphere Region—its rich biodiversity, cultural heritage, and global significance. As our communities continue to grow and face new challenges, it is vital that we move forward quickly to secure this regional hub for research, education, and lifelong learning.

Importantly, the Centre will contribute to a thriving, diversified local economy. It will expand employment opportunities, enhance tourism through immersive and regenerative visitor experiences, and serve as an educational hub attracting people from all over Canada and the world. These benefits will ripple outward—strengthening resilience, promoting reconciliation, and ensuring lasting prosperity for communities across the Biosphere Region.

The Clayoquot Sound Biosphere Centre is a project built on strong partnerships and shared values. Now is the time to act. We, the undersigned, believe it will be a cornerstone of our region’s future and proudly offer our support.

Sincerely,

**Port Alberni and West Coast
RCMP Victim Services**

4444 Morton St
Port Alberni, BC V9Y 4M8
phone: 250 724-8910
fax: 250.724-8986



Dear John,

Nov 12, 2025

It is the time of year that the Board of the Port Alberni Victim Services Society again considers their grant in aid funding application to be submitted to the Alberni – Clayoquot Regional District. Our request for an increase in funding has been denied for the past two application cycles even though we have demonstrated that our staffing levels are significantly lower than similar sized communities and that our workers are paid less but handling caseloads that are significantly higher and more violent. We do very much appreciate that you have publicly acknowledged both the excellence and the importance of the service that we provide.

We realize that our perspective may be limited and comes from looking at the needs of our own organization. We know very little about your board's priorities, constraints and challenges when considering funding requests. We are truly interested in learning more about this from you. To this end, we would like to invite you and other interested Board members that represent the Port Alberni RCMP Policing Area to a meeting to create a dialogue between our agencies. With increased understanding, we hope that we can find the best way to move forward in supporting our staff in the vitally important work they do.

Ideally, we would like to meet sometime later this month or in early December, as soon as a mutually agreeable date and time can be identified. We are happy to host the meeting at the RCMP Boardroom or are open to a different location of your choosing.

Thank you for your time and consideration. We look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "m. Dolen".

Mary Dolen
Chairperson
mddolen@shaw.ca

From: MFA <mfaemail@mfa.bc.ca>

Sent: November 4, 2025 10:37 AM

To: Daniel Sailland <dsailand@acrd.bc.ca>; curtis.helgesen@rdbn.bc.ca; mdaly@cariboord.ca; cao@ccrd.ca; shorn@rdck.bc.ca; sally.ginter@rdco.com; jmaclean@csrd.bc.ca; jwarren@comoxvalleyrd.ca; danielle.myleswilson@cvrd.bc.ca; stomlin@rdek.bc.ca; chris.calder@rdffg.bc.ca; lgasser@rdks.bc.ca; mandison@rdkb.com; dkim@rdmw.bc.ca; dholmes@rdn.bc.ca; cao@ncrdbc.com; david.sewell@rdno.ca; sbarry@northernrockies.ca; jzaffino@rdos.bc.ca; shawn.dahlen@prrd.bc.ca; aradke@qathet.ca; hpaul@slrd.bc.ca; dleitch@strathconard.ca; tina.perreault@scrd.ca; shildebrand@tnrd.ca

Cc: Cynthia Dick <cynthiad@acrd.bc.ca>; cheryl.anderson@rdbn.bc.ca; ajohnston@cariboord.ca; pharding@ccrd.ca; mmorrison@rdck.bc.ca; corie.griffiths@rdco.com; jsham@csrd.bc.ca; jmartens@comoxvalleyrd.ca; patrick.robins@cvrd.bc.ca; thlushak@rdek.bc.ca; maureen.connelly@rdffg.bc.ca; reneel@rdks.bc.ca; corporate@rdkb.com; nweldon@rdmw.bc.ca; jhill@rdn.bc.ca; corporateofficer@ncrdbc.com; corp@rdno.ca; jmaciver@northernrockies.ca; tbatten@rdos.bc.ca; Tyra.henderson@prrd.bc.ca; mjones@qathet.ca; abelsham@slrd.bc.ca; tyates@srd.ca; sherry.reid@scrd.ca; mjeremiah@tnrd.ca; wthomson@acrd.bc.ca; caiden.edwards@ncrdbc.com; ashley.bevan@rdno.ca; cmalden@rdos.bc.ca; saspden@northernrockies.ca; qRD Administration <administration@qathet.ca>

Subject: MFA Appointment of Member(s) and Notice of 2026 Member Meetings

Importance: High

[CAUTION] This email originated from outside of the ACRD

Attention: Regional District, Chief Administrative Officer

Re: Municipal Finance Authority of BC - Appointment of Member(s)

Good morning,

This is a reminder of the requirement to appoint a Member or Members to the Municipal Finance Authority of BC (MFA) **prior to February 28, 2026** for a period of approximately one year (*from date of appointment until a successor is appointed between November 2026 and February 2027*).

Under the *MFA Act*, all regional districts have at least one director appointed based on population, with Fraser Valley and Capital having **two** and Metro Vancouver having **eleven** for a total of **40** Members of the Authority. The regional district may also appoint one alternate Member for each Member, to act in the case of any necessary absence from a meeting of the Authority.

For your reference, please see attached the 2026 draft listing of Members of the Authority and alternates (including vote entitlement), as well as the MFA Governance Handbook.

Please complete the attached Member Appointment Record for your Member(s) and alternate(s) AND provide official appointment documentation on your regional district letterhead before February 28, 2026. Include full name, title, mailing address, telephone number and email address. Please send all correspondence by email to: mfa@mfa.bc.ca.

*****Appointed Members and alternates are requested to confirm acceptance of their appointment and preferred contact method by email to mfa@mfa.bc.ca by February 28, 2026.*****

Although our Act states that appointments are to be made no later than the last day of February, we strongly recommend this be completed at your earliest opportunity. This will ensure that Members can make their travel and accommodation arrangements for the MFA Financial Forum and Annual General Meeting.

Notice of Annual General Meeting

Member representatives will attend the Annual General Meeting (April 22/23, 2026 - Victoria) and the Semi-Annual Meeting (tentatively September 15, 2026, in conjunction with UBCM in Vancouver). Please reserve these dates in your calendars.

Event registration and accommodation details can be found here:
<https://www.civicinfo.bc.ca/event/2026/MFA>

Financial Forum speakers and further event details will be shared in early 2026.

Please email any questions to mfa@mfa.bc.ca.

Kind regards on behalf of Peter Urbanc,



**Municipal Finance
Authority of BC**

Gabi Vindisch
Stakeholder Engagement Specialist

217 – 3680 Uptown Boulevard
Victoria, BC V8Z 0B9

250.419.4773 | mfa.bc.ca

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KPMG LLP
St Andrew's Square II
800-730 View Street
Victoria BC V8W 3Y7
Canada
Telephone (250) 480-3500
Fax (250) 480-3539

AUDIT PLANNING LETTER

Board of Directors
Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
3008 5th Ave
Port Alberni, BC V9Y 2E3

November 17, 2025

We are pleased to provide for your review the following information relating to the planned scope and timing for the audits of the financial statements of the Alberni-Clayoquot Regional District (ACRD) and the Alberni-Clayoquot Regional Hospital District (ACRHD) for the year ending December 31, 2025.

We would be pleased to receive any comments or suggestions you may have with respect to the planned audit scope or timing and we look forward to discussing the letter and answering questions that you may have. If you have any specific areas of concerns or other issues you would like addressed in the audit, please contact us. We appreciate the opportunity to serve you and look forward to meeting with you to discuss our audit findings.

Yours very truly,

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Lenora Lee, FCPA, FCA
Engagement Partner
(250) 480-3588

cc: Ms. Teri Fong, Chief Financial Officer



Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025

SCOPE AND TIMING OF THE AUDIT

The purpose of a financial statement audit is to express an opinion on the financial statements and whether they present fairly the financial position and results of operations of ACRD and ACRHD in accordance with Canadian public sector accounting standards.

The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter provided by management.

We design an overall audit strategy and audit approach to address the significant risks identified during the planning process.

Effective Communication

We are committed to transparent and thorough reporting of issues to management and the Board. This is achieved through formal and informal meetings and communications throughout the year. If you have any comments you would like to bring to our attention, please contact Lenora Lee.

Quality Control and Independence

We are independent and have a robust and consistent system of quality control. We provide complete transparency on all services and follow the District's approved protocols.

CONSIDERATIONS IN DEVELOPING OUR AUDIT PLAN

Accounting standards

There are no new accounting standards effective for the year ending December 31, 2025.

Auditing standards

There are two new auditing standards effective for the year ending December 31, 2025. They are as follows:

- ISA/CAS 260 (Revised) Communications with those charged with governance
- ISA/CAS 700 (Revised) Forming an opinion and reporting on the financial statements

The purpose of these amendments is to enhance transparency about the relevant ethical requirements for independence applied by the auditor when performing an audit of financial statements.

For more information on newly effective and upcoming changes to auditing standards, see [Current Developments](#).



*Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025*

MATERIALITY

We initially determine materiality at a level at which we consider that misstatements could reasonably be expected to influence the economic decisions of users. Determining materiality is a matter of professional judgement, considering both quantitative and qualitative factors, and is affected by our perception of the common financial information needs of users of the financial statements as a group. We do not consider the possible effect of misstatements on specific individual users, whose needs may vary widely.

We reassess materiality throughout the audit and revise materiality if we become aware of information that would have caused us to determine a different materiality level initially.

We initially determine materiality to provide a basis for:

- Determining the nature, timing and extent of risk assessment procedures;
- Identifying and assessing the risks of material misstatement; and
- Determining the nature, timing, and extent of further audit procedures.

We design our procedures to detect misstatements at a level less than materiality in individual accounts and disclosures, to reduce to an appropriately low level the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole.

We also use materiality to evaluate the effect of:

- Identified misstatements on our audit; and
- Uncorrected misstatements, if any, on the financial statements and in forming our opinion.



Alberni-Clayoquot Regional District
 Alberni-Clayoquot Regional Hospital District
 November 17, 2025

For the current period, the following amounts have been determined:

Alberni-Clayoquot Regional District

Materiality	Performance Materiality	Audit Misstatement Posting Threshold
\$600,000	\$510,000 which has been set at 85% of materiality	\$30,000 which has been set at 5% of materiality

Alberni-Clayoquot Regional Hospital District

Materiality	Performance Materiality	Audit Misstatement Posting Threshold
\$60,000	\$51,000 which has been set at 85% of materiality	\$3,000 which has been set at 5% of materiality

We will reassess materiality based on year-end results or new information to confirm whether it remains appropriate for evaluating the effects of uncorrected misstatements on the financial statements. We will report to the Board corrected and uncorrected audit misstatements in our Audit Findings Report.

Identification of significant risks

As part of our audit planning, we identify the significant financial reporting risks that, by their nature, require special audit consideration. By focusing on these risks, we establish an overall audit strategy and effectively target our audit procedures.

Fraudulent Revenue Recognition

This is a presumed fraud risk. We have not identified any specific additional risks of management override relating to this audit. We have not assessed the risk of fraudulent revenue recognition as significant and believe that the audit work performed on management override mitigates any residual risk.

Risk of management override of controls

Although the level of risk of management override of controls will vary from entity to entity, professional standards presume the risk of management override of controls is nevertheless present in all entities and requires the performance of specific procedures to address this presumed risk. We plan on performing the required procedures under professional standards. These include testing journal entries and performing a retrospective review of areas of estimate.



*Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025*

AUDIT APPROACH

Our audit methodology includes obtaining an understanding of the various processes within the ACRD and ACRHD including budgeting, revenue, procurement, payroll, and information technology. Applying this understanding, we will perform:

- Analytical analysis over the statement of financial position and the statement of operations and accumulated surplus. In this analysis, support for significant variances provided by management, from both prior year and budget, is tested for completeness and accuracy of the underlying data.
- Substantive analytical procedures over revenue and expenses comparing actual to budget and prior year, as well as detailed testing over government transfers, tax requisitions from members and the cut-off of expenses and accruals at year end.
- Substantive testing over deferred and restricted revenues and deposits, both received and spent in the year, tracing selected items to supporting cash receipt, invoice or terms of sale respectively.
- Confirmation over all significant cash, investment and debt balances and tests of reconciling items as recorded in the general ledger.
- Verification over the accuracy of payroll accruals as at year end and performing a predictive procedure over the payroll expense for the year based on approved budget and known payroll changes in the period.
- Substantive testing over a sample of additions to capital assets, assessing the nature, useful life and amortization, including existence of asset retirement obligations, contaminated sites and valuation of landfill closure costs.
- Due to the public nature of funds managed by ACRD and ACRHD, we test expense reports and use of credit cards for both senior management and Board members for compliance with authorization and permitted expense policies.



Alberni-Clayoquot Regional District
 Alberni-Clayoquot Regional Hospital District
 November 17, 2025

TIMING AND AUDIT DELIVERABLES

<i>Activity:</i>	<i>Dates:</i>
Conduct interim audit field work	November 2025
Conduct year-end audit field work	March 2026
Present our year-end audit findings report	April 2026
Provide audit opinion on financial statements	Upon acceptance by Board of the financial statements

ANNUAL INQUIRIES OF THE BOARD

Professional auditing standards require that we annually inquire concerning the Board’s oversight of management’s process for identifying and responding to the risks of fraud within ACRD and ACRHD. Accordingly, we ask the following:

- How do you oversee fraud risk assessments and the establishment of controls to address fraud risks?
- What are your views about fraud risks, including management override of controls, at ACRD and ACRHD and whether you have taken any actions to respond to these risks?
- Are you aware of, or have identified any instances of, actual, suspected, possible, or alleged non-compliance of laws and regulations or fraud, including misconduct or unethical behaviour related to financial reporting or misappropriation of assets? If so, have these instances been appropriately addressed to your satisfaction?
- Are you aware of any significant fraud risks facing ACRD or ACRHD?
- Do you believe that the Board exercises effective oversight of management’s process for identifying and responding to the risk of fraud in ACRD and ACRHD and the internal controls that management has established to mitigate these fraud risks?
- Are you aware of ACRD and ACRHD entering into any significant unusual transactions?

If you have any comments on the above questions that you would like to bring to our attention, please contact Lenora Lee, Engagement Partner.



*Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025*

OBSERVATIONS AND INSIGHTS

During the course of our audit, we may become aware of observations that may be of interest to you. These observations may include comments on risks and ACRD and ACRHD's approach to those risks, performance improvement observations, or other industry trends and developments. These observations are based on, among other things, our understanding of the affairs and processes of ACRD and ACRHD, as well as our understanding of many other entities in the same or other industries.

We will discuss any such observations with management and provide our insights. We will also include a synopsis of these observations and insights in our discussions with you at the completion of the audit.



Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025

Appendix 1 – DRAFT INDEPENDENT AUDITOR’S REPORT – ACRD

To the Board of Directors of the Alberni-Clayoquot Regional District

Opinion

We have audited the financial statements of Alberni-Clayoquot Regional District (the “District”), which comprise:

- the statement of financial position as at December 31, 2025
- the statement of operations for the year then ended
- the statement of changes in accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the “financial statements”).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional District as at December 31, 2025, and its results of operations, its changes in accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the “Auditor’s Responsibilities for the Audit of the Financial Statements” section of our auditor’s report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District’s ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District’s financial reporting process.



*Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025*

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025

Appendix 2 – DRAFT INDEPENDENT AUDITOR’S REPORT – ACRHD

To the Board of Directors of the Alberni-Clayoquot Regional Hospital District

Opinion

We have audited the financial statements of Alberni-Clayoquot Regional Hospital District (the “District”), which comprise:

- the statement of financial position as at December 31, 2025
- the statement of operations for the year then ended
- the statement of changes in net financial assets and accumulated surplus for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the “financial statements”).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional Hospital District as at December 31, 2025, and its results of operations, its changes in accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the “Auditor’s Responsibilities for the Audit of the Financial Statements” section of our auditor’s report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District’s ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District’s financial reporting process.



*Alberni-Clayoquot Regional District
Alberni-Clayoquot Regional Hospital District
November 17, 2025*

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

From: BC's Office of the Human Rights Commissioner <engagement@bchumanrights.ca>
Sent: November 19, 2025 6:04 PM
To: ACRD Administration
Subject: Dec 10th 1:30-3:00pm PST- Beyond the Headlines: B.C.'s Toxic Drug Crisis, a human rights conversation w/ B.C.'s Human Rights Commissioner Kasari Govender, former BC Chief Coroner Lisa LaPointe and BC CMHA CEO Jonny Morris

[CAUTION] This email originated from outside of the ACRD



British Columbia's
Office of the Human Rights
Commissioner

Beyond the headlines

B.C.'s toxic drug crisis

Livestreaming via bchumanrights.ca,
Wednesday, Dec. 10, 2025 1:30 – 3 p.m. PST

Join B.C. Human Rights Commissioner Kasari Govender with leading experts, Lisa Lapointe, former B.C. Chief Coroner and Jonny Morris, CEO of the Canadian Mental Health Association (CMHA BC Division), for the fourth discussion of the Beyond the Headlines series addressing B.C.'s toxic drug crisis.

Register to submit questions during the conversation and watch the livestream on our website at:
bchumanrights.ca/beyond-the-headlines

Each year, to mark the signing of the UN Declaration of Human Rights (1948), BC's Office of the Human Rights Commissioner hosts events to bring awareness to human rights issues in BC.

This year, B.C.'s Human Rights Commissioner Kasari Govender invites you to the 4th episode in the Beyond the Headlines speaker series for a conversation with **Lisa Lapointe**, B.C.'s former chief coroner, and **Jonny Morris**, CEO of the Canadian Mental Health Association (CMHA BC Division). **On December 10th from 1:30 to 3 p.m. PST** they will tackle one of the most pressing human rights issues facing B.C.: **the toxic drug crisis.**

Ranging from misinformation about the crisis to the marginalization that drug users experience to the effectiveness of community-led responses and what it means to take a human rights-based approach, the livestreamed virtual discussion will explore the following questions:

- Why is the toxic drug crisis a human rights issue?
- How are stigma and bias contributing to a lack of meaningful and evidence-based action addressing the toxic drug crisis and contributing to inadequate social policy, rooted in ableism, classism and racism?
- What can a human rights-based approach to the toxic drug crisis, centered on compassion and public health, look like as opposed to a criminal justice response?

The discussion will include audience questions via a live Q & A.

[Background: The toxic drug crisis & human rights](#)

The toxic drug crisis has led to the **deaths of over 16,000 people since B.C. declared a public health emergency in 2016** (as of 2025), and thousands more have been seriously injured. **Unregulated drug toxicity is now the leading cause of death in B.C. for people aged 19 to 59.**

The toxic drug crisis is not only a public health emergency, but also a human rights crisis impacting many of B.C.'s most vulnerable people. This is described in the Commissioner's recently released **position paper** on the toxic drug crisis, which outlines her positions and calls for an evidence-based response.

This event will also feature a screening of the newest video in BCOHRC's **I Love My Human Rights** storytelling series, which is being released on Nov. 25. In the video, Guy Feilicella, a former drug user, shares his personal journey through addiction and recovery and shows us what is possible when we take a human rights-based approach to substance use.

We hope you join us for this important discussion on December 10th from 1:30-3:00pm PST by **registering for this live webinar event here!**

The discussion will also be livestreamed on the BCOHRC website at **bchumanrights.ca/beyond-the-headlines**.



November 6th, 2025

Board of Directors and Staff
Alberni-Clayoquot Regional District (ACRD)
3008 Fifth Avenue
Port Alberni, BC

Re: Concerns Regarding Bylaw P1528 – Application Fee Structure

Dear Board Members and Staff,

My name is Mark Marley, and I am the owner of a local development company based in Port Alberni. I have been developing land in the Alberni Valley for over twenty years and currently serve on the Area D Advisory Planning Commission.

Our company owns property at Great Central Lake, where we have successfully developed Trestle RV and, more recently, Lakeside Estates. Over the past three years, we have been working with Mosaic Forest Management to acquire additional lands for a new housing development, and we have now reached an agreement in principle. Following this, I met with staff to review our proposal and was advised of the new application fee structure under **Bylaw P1528**.

Our proposed development includes a variety of lot sizes, supporting a mix of housing types and affordability levels—an approach that aligns directly with the ACRD’s Housing Needs Report. However, the newly adopted fee structure has raised serious concerns for us, as the costs have become prohibitively high. After discussing this issue with our local Director, Penny Cote, she suggested I write to the Board to express these concerns.

To illustrate the impact, I have provided a comparison of application fees over time, based on a sample development of 50 lots requiring both rezoning and an OCP amendment on approximately 100 acres:

Bylaw	Year	OCP Amendment	Zoning Change	Per Lot Fee	Total Application Fee
P1364 – P1403	2018–2019	\$500	\$500	\$2.00 per 0.1ha (\$809.37 total)	\$1,809.37
P1480	2023	\$1,000	\$1,150	\$250 per lot (\$12,500)	\$14,650.00
P1528	2024	\$1,500	\$2,000	\$500 per lot (\$25,000)	\$28,500.00



As shown above, the fee increase is significant and creates a substantial financial burden, particularly for large-scale developments. These costs are paid upfront by the developer **without any guarantee of project approval**, making it a major deterrent to investment and growth in the region.

It's important to note that new development directly contributes to the local tax base, supporting the community and the ACRD's financial sustainability. Therefore, I respectfully request that the Board **reconsider Bylaw P1528** and consider reinstating the previous fee structure outlined in **Bylaw P1403**.

That said, I understand the need to adjust fees to ensure the District's financial stability. As an alternative, I suggest that any necessary fee increases be applied to the **subdivision referral stage**—a point in the process when the developer has greater project security and confirmed investment potential.

Additionally, I recommend that existing zoned lands continue under the current subdivision referral fee structure, with future rezonings subject to any new fee schedule, should changes be made.

Finally, I would like to raise a concern regarding the consultant review of the Planning Department recently commissioned by the Board. Although I was initially asked to participate—given my regular interaction with both planning and building departments—the consultant ultimately declined to meet with local builders and developers. It is disappointing that those who work most closely with these departments were not consulted. I hope that in future reviews, the Board ensures that consulting firms are required to engage directly with local business owners and developers who are integral to the community's growth and success.

Thank you for your time and consideration. I appreciate the Board's ongoing efforts to balance community needs with responsible development and hope that you will reconsider the current fee structure in light of its broader impact on local growth.

Respectfully,
Mark Marley

A handwritten signature in blue ink, appearing to read 'Mark Marley', written over a horizontal line.

Mahoe Properties 2002 Ltd

PH : [REDACTED] Email : [REDACTED]



To: ACRD Board of Directors

From: Cynthia Dick, General Manager of Administrative Services

Meeting Date: November 26, 2025

Subject: 2026 General Local Election Cost Sharing Agreements

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a cost-sharing agreement with School District 70 Pacific Rim for the purposes of conducting the 2026 School Trustee Election and authorize the CAO to negotiate and execute the agreement on behalf of the ACRD.

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a cost-sharing agreement with the City of Port Alberni for the purposes of conducting the 2026 School Trustee Election and any potential ACRD referendum questions within City of Port Alberni boundaries and authorize the CAO to negotiate and execute the agreement on behalf of the ACRD.

Desired Outcome:

To enter into a cost-sharing agreement with School District 70 Pacific Rim for the purpose of conducting the School District 70 Trustee Election in conjunction with the General Local Election in 2026.

Summary:

As per Division 2, section 52 of the *Local Government Act*, General Local Elections are held every four (4) years on the third Saturday of October, with the next election being held on **Saturday, October 17, 2026**. Under the *School Act*, Elections for Trustees are also held every four (4) years, on the third Saturday of October.

Background:

Section 37 of the School Act requires that a municipality and/or regional district must conduct trustee elections on behalf of the school district, upon their request. As the Alberni-Clayoquot Regional District (ACRD) and School District 70 Pacific Rim (SD70) have the same boundaries, the ACRD conducts the SD70 Trustee Elections, and will continue to do so for the upcoming 2026 elections. The costs of conducting the trustee elections are recovered through a cost-sharing agreement. All costs associated with running the trustee elections are paid for by the school district. Cost-sharing of advertising and other fees is arranged where possible.

Time Requirements – Staff & Elected Officials:

Substantial staff time is required to plan, organize and conduct elections. The 2026 General Local Election will be the focus of the ACRD Administration Department for the 2026 workplan.

Financial:

Staff are in the process of reviewing budgets for 2026; the budget for the 2026 elections will be included in upcoming budget discussions. SD70 will be required to pay any direct and indirect costs associated with conducting the trustee elections. Costs will be split if an election is required for both the ACRD and SD70. If an election is not required for either SD70 or ACRD due to an acclamation in one or more areas, the party requiring the election will be responsible to cover the costs to conduct that election for the area(s).

The City of Port Alberni conducts a portion of the SD70 Trustee Election, for electors in the City of Port Alberni, as such a separate cost sharing agreement will be required between the City of Port Alberni and the ACRD. Costs will then be recovered from SD70.

Strategic Plan Implications:

General Local Elections are not listed as a strategic priority in the 2024-2027 ACRD Strategic Plan; however, elections are a legislated requirement under the Local Government Act and School Act.

Policy or Legislation:

The Local Government Act, School Act, and Community Charter apply.

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

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



To: Alberni-Clayoquot Regional District Board of Directors
From: Lyndsey Page, Community Services Coordinator
Meeting Date: November 26, 2025
Subject: Formal Lease Application – LS-A2025008 Warwick Patterson

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors approve lease LS-A2025008 with Warwick Patterson for lot 15 at the Alberni Valley Regional Airport for a term of three years.

Summary:

The attached report was presented to the Alberni Valley Airport Advisory Committee on November 20, 2025. After reviewing the preliminary application, the Committee supported the proposed lease, which will provide additional space for aviation operations and support the development of flight school activities at the airport. Planned uses for lot 15 include classroom and office facilities, aircraft and visitor parking and community space to enhance aviation education and public engagement.

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: Alberni Valley Regional Airport Advisory Committee
From: Lyndsey Page, Community Services Coordinator
Meeting Date: November 20th, 2025
Subject: Preliminary Lease Application - 2025-005 Warwick Patterson

Recommendation:

That the Alberni Valley Regional Airport Advisory Committee supports the Preliminary Lease Application 2025-005 from Warwick Patterson and recommend that the Alberni-Clayoquot Regional District Board of Directors consider approval of the final application for a 3-year lease.

Desired Outcome:

To increase revenues at the Alberni Valley Regional Airport (AVRA) through the development of groundside lease lots and lease agreements.

Background:

A proposed three-year groundside lease application has been submitted by Warwick Patterson for lot 15 at AVRA. Lot 15 is located directly behind lot 10, which is currently leased by the applicant, and is intended to support the expansion of existing aviation operations at the airport.

The proposed lease will facilitate the continuation and growth of gliding and aviation activities at AVRA, including the development of flight school operations. Planned land uses for lot 15 include classroom and office facilities, aircraft parking, guest visitor parking and community space. These uses are intended to enhance aviation education, operational capacity and public engagement in recreational aviation.

Time Requirements – Staff & Elected Officials:

An estimate of 20 hours of staff time will be required to amend the existing lease which includes mapping, lease updates and report preparation.

Financial

The current market rate for 2025 is \$0.37/square foot for sites under an acre. Based on the requested lease size of 10,500 square feet, this would result in lease revenue of \$3,885/year, or \$11,655 over a three-year term.

Strategic Plan Implications:

This aligns with the AVRA Strategic Plan objective to develop lands under the airport's jurisdiction (7.1.3).

Policy or Legislation:

The proposal meets the requirements of the AVRA Zoning Bylaw P1280. If approved, a notice of disposition will be placed in the newspaper and on www.acrd.bc.ca. The Board of Directors must approve lease agreements in accordance with the ACRD Officers Delegation Bylaw.

Options Considered:

1. Do not approve the application.
2. Defer the application for future consideration.

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

Reviewed by: *Heather Zenner*
Heather Zenner, Manager of Administrative Services

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



To: Alberni-Clayoquot Regional District Board of Directors

From: Stephanie Waters, Procurement Coordinator
Mark Fortune, Airport Manager

Meeting Date: November 26, 2025

Subject: Long Beach Airport Pump Station - Phase 4 Domestic Pumps And Controls

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors award the Long Beach Airport (LBA) Pump Station - Phase 4 Domestic Pumps and Controls contract to Ridgeline Mechanical Ltd. in the amount of \$164,974.00 (excluding GST) plus a 5% project contingency and authorize the CAO to negotiate and execute the contract on behalf of the ACRD.

Desired Outcome:

To complete the final upgrade to the Long Beach Airport Water System to replace the current domestic water pumps with new Variable Frequency Drive (VFD) pumps and controllers.

Summary:

ACRD staff, assisted by the ACRD's engineering consultant Koers & Associates Engineering Ltd., issued an Invitation to Tender (ITT) on October 1, 2025. The Domestic Pumps and Controls replacement project includes the supply and installation of critical domestic water VFD pumps and controllers to integrate and upgrade the domestic water system to support fire protection requirements at the LBA.

The work includes the supply and installation of pumps, piping, valves, and associated equipment, as well as a control panel and related components to ensure reliable operation within the new pump house building. The system is engineered to maintain specific pressure conditions, with approximately 379 kPa (55 psi) on the discharge side of the pumps, ensuring adequate domestic flows and pressure bridging during emergency operations. Additionally, the scope covers adherence to flushing and disinfection protocols for all piping and components, guaranteeing compliance with safety and operational standard. ACRD staff will be working with the ACRD's engineering consultant throughout this project.

The contract will be prepared by the ACRD's engineering consultant and the estimated completion date is within 112 days from the Notice to Proceed being received.

Background:

Three (3) submissions were received from qualified and experienced companies. All bids were evaluated

based on completeness, price, schedule, and ability to complete the project. The evaluation was completed by the ACRD's engineering consultant. The bids received were as follows:

Proponent	Contract Value
Ridgeline Mechanican Ltd.	\$164,974.00
CanWest Mechanical Inc.	\$212,683.52
Drake Excavating Ltd.	\$257,900.00

Time Requirements – Staff & Elected Officials:

The following estimated ACRD time requirements are needed to finalize the contract:

- Procurement Coordinator - (2 hours) contract review and project support as needed.
- Operations - (20 hours) construction and installation oversight/supervision

Financial:

The 2025-2029 ACRD financial plan has \$210,000 budgeted in 2025 for the Long Beach Airport Water System Upgrades. In addition to the amount of \$164,974 for construction services, the project includes \$37,000 for engineering construction services and project management. The project has been risk assessed as low, therefore a 5% project contingency of \$8,248.70 has been applied, for a total of \$210,222.70 with all funds being paid from the Federal Community Works Fund.

Strategic Plan Implications:

This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.

Policy or Legislation:

A Request for Proposal was issued in this scenario as the ACRD's Purchasing Policy requires a Tender (or similar public offering) if the expected value of a contract exceeds \$75,000.

Options Considered:

If the Board would like further information regarding the details of the contract prior to deciding, then the full contract could be brought forward in-camera at the next scheduled Board meeting.

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: Alberni-Clayoquot Regional District Board of Directors

From: Shane Koren, Manager of Financial Services
Brett MacLean, Airport Development Manager
Eddie Kunderman, Operations Manager

Meeting Date: November 26, 2025

Subject: Bylaw F1170-5 – 2025-2029 Financial Plan Amendment – Long Beach Airport – Weather Station Upgrades – Project expenditure allocation to 2025 & Beaver Creek Water System – Scada Upgrades – Addition

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”.

Desired Outcome:

To amend the 2025 to 2029 Financial Plan to:

- Long Beach Airport - Reallocate funds from the 2026 Long Beach Airport Capital Fund to the 2025 Long Beach Airport Capital Fund, allowing weather station upgrade work to begin in December 2025.
- Beaver Creek Water System (BCWS) – Include additional capital project funds in the 2025 Beaver Creek Water System Capital Development Fund, which was not originally budgeted for in the 2025 capital budget.

Summary:***Long Beach Airport:***

The weather station building located at 164 Airport Road, Tofino, requires considerable building upgrades to transition the space to ACRD airport staff offices. The building area designated for improvements is currently vacant. Staff have identified a variety of construction works which can be completed through December 2025.

The Long Beach Airport weather station has, historically, been utilized as a storage area and small lease space building. With additional flight and service demands at the Long Beach Airport, \$130,000 was budgeted in the 2026 Long Beach Airport Capital budget in the 2025-2029 Financial Plan.

Beaver Creek Water System:

BCWS has been undergoing a Supervisory Control and Data Acquisition (Scada) system upgrade, which began in 2024 with the Strick Road pumphouse. The system aims to upgrade monitoring, control, data logging, alarms, alerts, and automation of processes.

The 2025 Scada system upgrades includes work and updates to the BCWS North Reservoir, specifically a programmable logic control board, associated hardware, and a CMore screen. Due to staff oversight, this item was not budgeted in either of the 2025 Operating or Capital BCWS budget.

Time Requirements – Staff & Elected Officials:

This amending process, contract administration, and project oversight will require approximately 40 hours of staff time.

Financial:

A draft of Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment has been attached for consideration.

The amendment proposes

- Long Beach Airport – An allocation of \$50,000 from the 2026 Long Beach Airport Capital budget –Weather Station Upgrades to the 2025 fiscal year. This does not affect the annual tax requisition in the 2025-2029 Financial Plan.
- BCWS – An increase of \$21,100 to the 2025 Beaver Creek Water System Capital Development Fund to support the 2025 Scada System Upgrades. This does not affect the annual tax requisition in the 2025-2029 Financial Plan.
 - The 2025 BCWS Operating Budget is expected to have a surplus, of which a portion can be allocated into the Capital Development Fund to make up this additional capital expenditure draw in the 2026-2030 financial plan, if desired.

Strategic Plan Implications:

This recommendation is in line with Priority 2.0 “Managing our Assets and Infrastructure.”

Policy or Legislation:

Local Government Act Section 374(2) provides authority to amend a financial plan bylaw.

The ACRD's Procurement Policy shall be consulted when purchasing all materials and associated services.

Options Considered:

If the Board does not support the recommendation, staff will require direction to adjust and bring back to a future meeting.

Submitted by: Shane Koren
Shane Koren, Manager of Financial Services

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

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



Alberni-Clayoquot Regional District

Bylaw No. F1170-5

A bylaw to amend the 2025 to 2029 Financial Plan

WHEREAS the Regional District Board has adopted a five-year financial plan bylaw cited as “Bylaw F1170, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan”;

AND WHEREAS the Regional District Board wishes to proceed with part of the Weather Station Upgrades capital project in 2025 that is part of the Long Beach Airport service as the project opportunity has come available for works to be started in December 2025 and to proceed with the capital purchase of the Scada System Upgrade for the Beaver Creek Water System that was not originally included in the 2025 budget, deeming it necessary to amend Bylaw F1170.

NOW THEREFORE the Alberni-Clayoquot Regional District Board of Directors in open meeting assembled, enacts as follows:

1. “Bylaw F1170, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan” is hereby amended by replacing pages 43, being the Capital Fund Financial Plan for Long Beach Airport, of Schedule “A”, with the attached which forms part of this bylaw.
2. “Bylaw F1170, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan” is hereby amended by replacing page 103, being part of the Capital Fund Financial Plan for Beaver Creek Water System, of Schedule “A”, with the attached which forms part of this bylaw.
3. This Bylaw may be cited as **“Bylaw F1170-5, 2025 to 2029 Alberni-Clayoquot Regional District Financial Plan Amendment”**.

Read a first time this day of , 2025.

Read a second time this day of , 2025.

Read a third time this day of , 2025.

Adopted this day of , 2025.

Chairperson

Corporate Officer

059 - Long Beach Airport

CAPITAL FUND	2024 Actual	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Balance, beginning of year	\$ 786,017	\$ 786,017	\$ 263,474	\$ 100,340	\$ 7,927	\$ 20,290	\$ 109,720
Contribution from operating fund	118,303	118,303	468,104	185,987	246,963	207,531	229,051
Grants & other contributions	1,139,817	1,783,872	1,040,756	7,104,000	600,000	1,500,000	-
Community Works Fund transfer	107,963	107,963	210,000	-	-	-	-
Growing Communities Fund transfer	116,712	184,600	-	-	-	-	-
Interest earnings	9,550	13,200	5,400	1,600	400	1,900	6,100
<i>Less - capital expenditures</i>							
Access road upgrade*	-	-	-	-	600,000	-	-
Apron 2 future wastewater septic system*	-	-	-	175,000	-	-	-
Apron 3 culvert upgrade*	-	-	30,000	750,000	-	-	-
Fire suppression upgrade phase 3 (BCAAP grant)	47,606	418,000	370,394	-	-	-	-
Fire suppression pumps (BCAAP grant)	1,076,046	1,010,689	-	-	-	-	-
House renovation	5,611	40,000	-	-	-	-	-
Hurricane Road connector	-	-	-	-	50,000	-	-
Loader snow blower (ACAP grant)	518,624	533,631	-	-	-	-	-
Maintenance building upgrades*	-	-	-	500,000	-	-	-
Parks Canada roof replacement	-	-	137,000	-	80,000	-	40,000
Parking lot upgrades	-	-	-	-	20,000	-	-
Perimeter fencing (ACAP grant)	-	353,073	-	-	-	-	-
Runway cracksealing	-	-	35,000	-	35,000	-	-
Runway painting and signs	-	-	45,000	-	30,000	-	-
Runway approach lighting (construction is grant dependent)	-	-	40,000	-	-	1,500,000	-
Septic system upgrades (GCF grant)	237,400	184,600	-	-	-	-	-
Snow blower skid pack*	-	-	300,000	-	-	-	-
Terminal building replacement design*	-	-	500,000	-	-	-	-
Terminal building HVAC upgrade	14,919	-	20,000	-	-	-	-
Vegetation management - inside boundary	-	-	50,000	-	20,000	20,000	-
Vegetation management - outside boundary	-	50,000	50,000	-	-	20,000	-
Vehicle - used from BCWS	6,719	3,000	-	-	-	-	-
Vehicle replacement (shared with AVRA)	-	-	50,000	-	-	-	-
Wastewater replacement & expansion*	-	-	-	5,879,000	-	-	-
Water - system upgrades (CWF)	107,963	107,963	210,000	-	-	80,000	-
Weather station upgrades	-	-	50,000	80,000	-	-	-
Total capital expenditures	2,014,888	2,700,956	1,887,394	7,384,000	835,000	1,620,000	40,000
BALANCE, END OF YEAR	\$ 263,474	\$ 292,999	\$ 100,340	\$ 7,927	\$ 20,290	\$ 109,720	\$ 304,871
*grant dependent							

125 - Beaver Creek Water System

CAPITAL DEVELOPMENT FUND	2024 Actual	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Balance, beginning of year	\$ 599,491	\$ 599,491	\$ 631,465	\$ 5,021	\$ 163,604	\$ 93,217	\$ 328,900
Contribution from operating fund	377,065	350,102	232,208	176,083	225,813	229,484	246,711
Contribution from developers	131,670	131,670	20,048	-	-	-	-
Grants & other contributions	-	-	-	-	550,000	-	-
Growing Community Fund transfer	-	-	450,000	-	-	-	-
Interest earnings	33,697	18,500	9,400	2,500	3,800	6,200	13,600
<i>Less - capital expenditures</i>							
Leak detection equipment	-	-	-	20,000	-	-	-
Meter reading software	-	-	50,000	-	-	-	-
New source infrastructure	-	-	450,000	-	-	-	-
North reservoir replacement	-	-	-	-	850,000	-	-
Scada system upgrade	26,963	-	21,100	-	-	-	-
Watermain - lower Kitsuksis	9,600	-	812,000	-	-	-	-
Watermain - Smith Road	473,895	450,000	-	-	-	-	-
Willow Rd standpipe replacement	-	-	5,000	-	-	-	-
Total capital expenditures	510,458	450,000	1,338,100	20,000	850,000	-	-
BALANCE, END OF YEAR	\$ 631,465	\$ 649,763	\$ 5,021	\$ 163,604	\$ 93,217	\$ 328,900	\$ 589,211

RENEWAL RESERVE FUND	2024 Actual	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Balance, beginning of year	\$ 3,306	\$ 3,306	\$ 3,469	\$ 3,569	\$ 3,679	\$ 3,789	\$ 3,899
Contribution from operating fund	-	-	-	-	-	-	-
Interest earnings	163	100	100	110	110	110	120
Less - capital expenditures	-	-	-	-	-	-	-
BALANCE, END OF YEAR	\$ 3,469	\$ 3,406	\$ 3,569	\$ 3,679	\$ 3,789	\$ 3,899	\$ 4,019

EMPLOYEES SICK LEAVE FUND	2024 Actual	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Balance, beginning of year	\$ 1,779	\$ 1,779	\$ 1,891	\$ 1,975	\$ 2,059	\$ 2,143	\$ 2,227
Contribution from operating fund	24	24	24	24	24	24	24
Interest earnings	88	50	60	60	60	60	70
Less - sick leave payout	-	-	-	-	-	-	-
BALANCE, END OF YEAR	\$ 1,891	\$ 1,853	\$ 1,975	\$ 2,059	\$ 2,143	\$ 2,227	\$ 2,321



To: ACRD Board of Directors

Voting Structure: Electoral Area Directors

From: Alima Khoja, Planner 1

Meeting Date: November 26, 2025

Subject: Rezoning RE25002 - 5535 STRICK RD (MCINNES/STRACHAN)

Recommendation:

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

THAT Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

Property Information:

Civic Address:	5535 STRICK RD		
Legal Description:	LOT 6, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921		
PID:	Folio:	ALR? (Y/N):	Lot Area (ha):
008-068-097	770-00527.000	N	2.02 (5.00 ac)

Background:

The property owners have applied to rezone the property from Rural (A2) District with a 2.02 ha (5 ac) minimum parcel size to Acreage Residential (RA2) District which would allow for a minimum parcel size of 0.4 ha (1 ac). The zoning amendment would facilitate a proposed three-lot subdivision.

The Board of Directors considered the application at the October 8th meeting and resolved to consider first reading of Bylaw P1529, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw at a future date and that notice be given in accordance with s. 467 of the *Local Government Act*. A notice to owners and occupants within 100 metres of the property was mailed on November 7, 2025. Notices were advertised in the November 12th and November 19th editions of the Alberni Valley News. The notice and information pages were posted on the ACRD website and notice of first reading was placed on the development application sign at the property. As this rezoning is consistent with the Residential Use policies in the Beaver Creek Official Community Plan, a public hearing was not held. A neighbour notification and public advertising provided the opportunity for public input on the application process. To date, no responses from the public have been received. If any responses are received prior to the November 26th meeting, staff will inform the Board.

PL20250063/RE25002

When the bylaw was first considered by the Board on October 8, the Board confirmed that the adoption of Bylaw P1529 would be subject to:

- a. Confirmation from a Registered On-site Wastewater Practitioner (ROWP) that the parcel can accommodate on-site sewage disposal to a density of 0.4 ha.
- b. Meeting all technical referral agency requirements.

The applicants have since satisfied both subjects.

Technical agency referral requests were sent out on October 22nd. Referral responses have been received from Island Health regarding the provision of on-site sewage disposal and water supply, and from The Ministry of Transportation and Transit (MoTT). Both referral responses recommend approval of the bylaw.

Staff recommend that the Board proceed with the rezoning and give three readings to Bylaw P1529.

Submitted by: *Alex Dyer*
Alex Dyer, MCIP, RPP, General Manager of Planning and Development

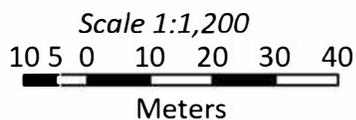
Reviewed by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

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



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5535 Strick Road
 LOT 6, DISTRICT LOT 20, ALBERNI
 DISTRICT, PLAN 921



-  Subject Property
-  Jurisdictional Boundary
-  Parcels



**ALBERNI-CLAYOQUOT
 REGIONAL DISTRICT**

Prepared 2025-09-02
 Sources: Maxar, Microsoft, Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, ParcelMapBC; ACRD



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1529

OFFICIAL ZONING ATLAS AMENDMENT NO. 799

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

NOW THEREFORE the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1529.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 6, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921 from Rural (A2) District to Acreage Residential (RA2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of ,

Read a second time this day of ,

Read a third time this day of ,

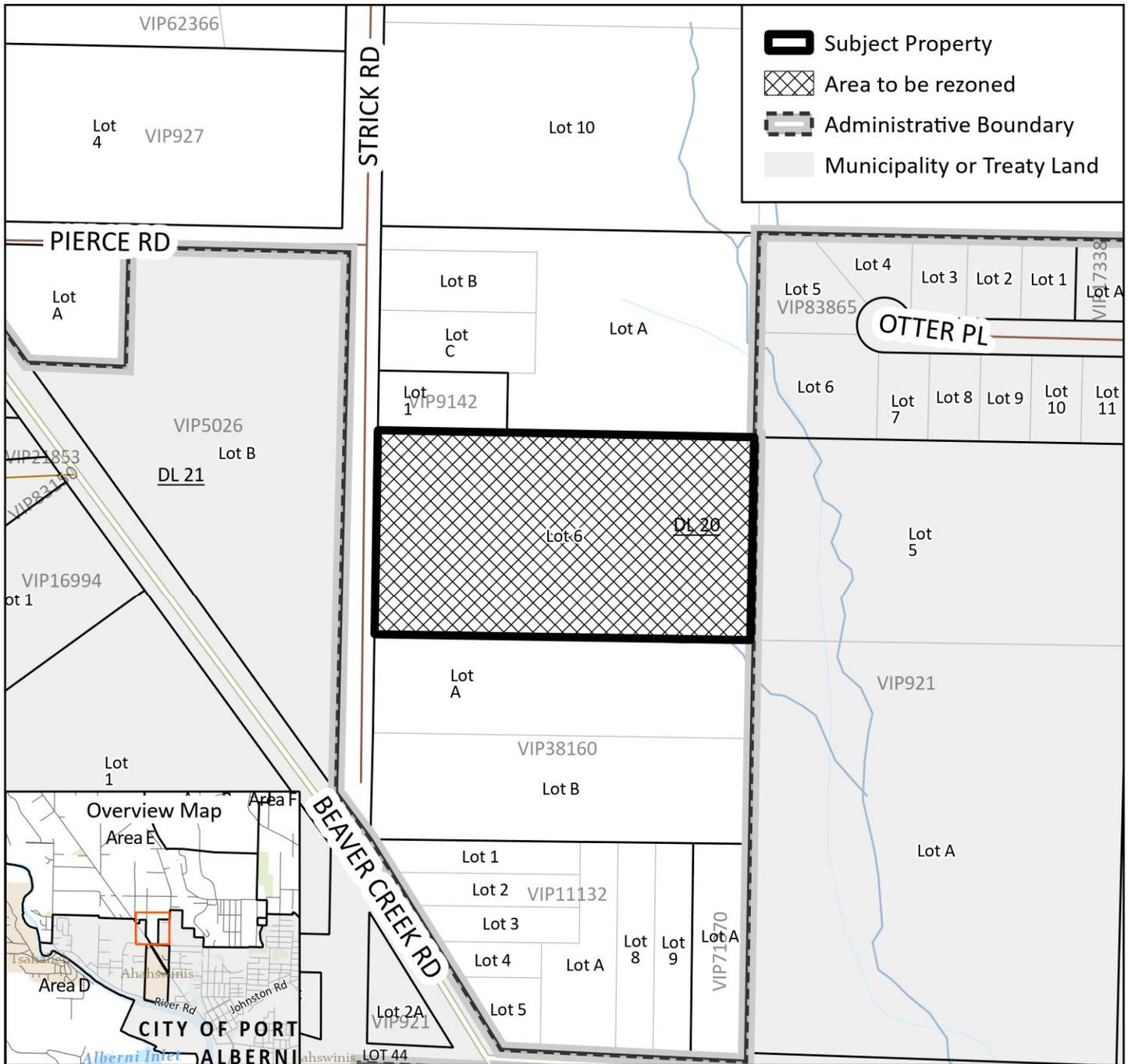
Adopted this day of ,

Corporate Officer

Chair of the Regional Board

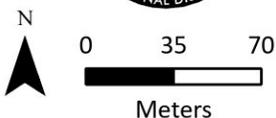
Schedule 'A'

This schedule is attached to and forms part of Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1529, 2025



Legal Description: LOT 6, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 921

Address: 5535 Strick Road



 To be rezoned from Rural (A2) District to Acreage Residential (RA2) District



Alberni-Clayoquot Regional District

**Board of Directors Meeting Schedule
December 2025**

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, December 3 rd 10:00 am	West Coast Committee Meeting	Hybrid – Ucluelet Council Chambers/Zoom	Committee/Staff
Tuesday, December 9 th 10:00 am	Accessibility Committee Meeting	Hybrid – ACRD Board Room/Zoom	Committee/Staff
1:30 pm	Salmon Beach Committee Meeting	Zoom	Committee/Staff
Wednesday, December 10 th 10:00am	Committee-of-the-Whole Meeting	Hybrid – ACRD Board Room/Zoom	Committee/Staff
1:30 pm	Board of Directors Meeting	Hybrid – ACRD Board Room/Zoom	Board/Staff
	Regional Hospital District Meeting (immediately following above)	Hybrid – ACRD Board Room/Zoom	Board/Staff
Thursday, December 11 th 10:00 am	Beaver Creek Water Advisory Committee Meeting	Hybrid – ACRD Board Room/Zoom	Committee/Staff
Tuesday, December 16 th 1:30 pm	Transportation Advisory Committee Meeting	Hybrid – ACRD Board Room/Zoom	Committee/Staff

m:\meeting schedules\2025\monthly\december 2025 directors meeting schedule.docx

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
OCTOBER, 2025**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	1	465,715			1	1,000,000	1	438,528	1	300,000	1	561,759	5	2,766,002
Mobile Homes													-	-
Multi-Family													-	-
Adds&Rens							1	535,000					1	535,000
Commercial													-	-
Institutional													-	-
Industrial													-	-
Miscellenaous	1	65,000	2	2,000	1	14,373	1	1,000	1	74,670			6	157,043
Totals	2	530,715	2	2,000	2	1,014,373	3	974,528	2	374,670	1	561,759	12	3,458,045

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
OCTOBER, 2025 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	3	1,446,414	3	2,371,136	8	3,390,155	8	5,865,984	7	2,632,918	3	1,925,771	32	17,632,378
Mobile Homes	0	0	0	0	0	0	0	0	4	97,540	0	0	4	97,540
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	1	463,700	1	40,000	1	150,000	10	1,589,926	2	103,142	3	104,399	18	2,451,167
Commercial	0	0	0	0	0	0	0	0	0	0	1	653,839	1	653,839
Institutional	0	0	0	0	1	4,300,000	0	0	0	0	0	0	1	4,300,000
Industrial	0	0	0	0	2	412,230	0	0	1	625,000	0	0	3	1,037,230
Miscellenaous	1	65,000	5	49,000	4	210,443	7	427,205	4	114,798	2	163,511	23	1,029,957
Totals	5	1,975,114	9	2,460,136	16	8,462,827	25	7,883,115	18	3,573,398	9	2,847,520	82	27,202,111

	BAMFIELD	CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS	2	1	0	0	0	3	14

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2024	110	25,605,976	119	30,520,584					
2023	97	18,387,079	107	21,617,844					
2022	109	23,187,968	127	27,309,617					
2021	98	13,631,385	109	15,945,961					
2020	92	11,126,159	121	16,119,274					
2019	89	13,242,015	109	14,925,682					
2018	95	10,796,653	104	12,305,797					
2017	95	12,285,134	103	12,826,449					
2016	72	10,035,462	82	10,545,063					
2015	76	6,368,780	89	8,577,170					
2014	65	6,085,200	73	7,121,200					
2013	71	7,476,551	81	8,208,948					
2012	81	7,852,682	92	9,011,700					
2011	111	8,678,998	120	9,221,498					
2010	137	20,809,024	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900



Monthly Agreement & Grant Delegation Report

The following agreements have been executed by the CAO and or GMs for the period of October 1, 2025, to October 31, 2025:

Parties	Agreement	Purpose	Term	Fees
Panneton & Associates	Contract	Corporate Records Management Renewal	October 23, 2025 – January 23, 2026	\$30,000.00 (excluding GST)
Logic League Consulting	Contract	EOC After Action Review	October 1, 2025 – November 28, 2025	\$12,899.00 (excluding GST)
Island Timberlands Limited Partnership	License	To grant ACRD use of repeater site	February 26, 2025 – February 25, 2030	\$725.00 one-time fee, no annual cost
Pacific Coastal	Lease Renewal	Long Beach Airport Lease	July 1, 2025 – June 30, 2028	\$16,523.25 per year
Warwick Patterson	Lease Agreement	Alberni Valley Regional Airport Lease	January 1, 2025 – June 30, 2027	\$3,939.76 per year
Housing, Infrastructure and Communities Canada	Grant Agreement	Support the development of locally driven transit solutions that will help people living in rural areas	October 3, 2025 – March 31, 2028	\$762,000
UBCM	Grant Agreement	Improving FireSmart community resilience in the region	October 16, 2025 – November 17, 2027	\$1,954,927.73



To: Board of Directors
From: Teri Fong, CPA, CGA, Chief Financial Officer
Meeting Date: November 26, 2025
Subject: Exempt Compensation Review Results

Purpose:

To report out on the completion of the exempt staff compensation review that was recently completed in accordance with the ACRD Exempt Compensation Policy.

Summary:

In 2025 the ACRD conducted an Exempt Compensation Review as per the ACRD's Exempt Compensation Policy. The process requires that the ACRD hire an external consultant to gather comparative data for all exempt positions and complete a market test once per electoral term. The ACRD currently has 21 exempt positions that were to be included in this review.

At the June 11, 2025, Board of Directors meeting the Board awarded a contract to White and Gale Consulting for \$23,010 following a Request for Proposal opportunity. The consultants gathered data from other comparative local governments and have now completed their study. As a result of the review, the Board has passed a motion to increase all exempt salary ranges by 3% on July 1, 2026.

Time Requirements – Staff & Elected Officials:

Approximately 20 hours of staff time and 4 hours of elected officials time were spent assisting with this process including the ACRD's Personnel Committee.

Financial:

The Exempt Staff Compensation Review contract with White and Gale Consulting Inc. was for \$23,010.

Policy or Legislation:

The ACRD's Exempt Compensation Policy establishes the guidelines for administering exempt compensation. The policy states the following in relation to the market test process:

- Comparative organizations selected for the market test are to include local governments in BC that contain positions with similar scope, complexity and responsibility to those at the ACRD.

- Exempt compensation at the ACRD is administered in 5 steps with new employees typically starting on step 1 and, with good performance, move to a higher step on each work anniversary.
- Comparative data is collected at the median (50th percentile) level of the defined market data to determine the maximum salary for exempt positions.
- The ACRD maintains the steps with Victoria, BC, CPI increases in years that are not market tested.

Submitted by: Teri Fong
Teri Fong, CPA, CGA, Chief Financial Officer

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

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



To: ACRD Board of Directors

From: Mike Irg, Special Projects Director

Meeting Date: November 26, 2025

Subject: Draft Track and Bridge Condition Assessment, ACRD Rail Corridor

Purpose:

To provide the ACRD Board with the current cost estimate for the probable construction costs to upgrade the track infrastructure to support a 10-ton emergency hi-rail vehicle on the former E&N Railway Port Alberni Subdivision, extending from Parksville to Port Alberni.

Summary:

In March of 2023, the ACRD received a lump sum of \$600,000 in grant funding from the Ministry of Transportation and Infrastructure (MOTI) to enable the Regional District to engage in short- and long-term planning for the Island Rail Corridor in collaboration with Tseshaht First Nation and Hupacasath First Nation. A working committee was formed; local and Vancouver Island-wide discussions took place; a consultancy firm, HDR, was hired to help with visioning and costing of short and long-term concepts; and the ACRD is currently wrapping up the work that has been completed. Stemming from the rail corridor work as well as the ACRD's transportation committee work on alternative emergency routes, the ACRD Board advanced the following resolution to the 2025 AVICC convention:

WHEREAS wildfires and other emergencies have, and may again, present an ongoing threat to communities on Vancouver Island, including the closure of Highway 4.

WHEREAS the Island Corridor includes a West to East section of rail that connects the City of Port Alberni to the City of Parksville and Eastern communities of Vancouver Island, providing an alternative transportation route for both the movement of people and goods in the event of a highway closure and offer a greater ability to attack wildfires in that part of the region.

AND WHEREAS a minimal investment to the West to East Rail connection would be required to facilitate the use of Hi-Rail busses, trucks, and firefighting equipment at low speeds on this section of the rail line.

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island Coastal Communities request that the province of British Columbia prioritize funding the minimum required upgrades to the West to East section of the Island Rail Corridor to allow for its use in the event of a wildfire or highway closure.

The resolution was supported and subsequently, the resolution was advanced to the September UBCM (but not advanced by UBCM executive as it was deemed regional in nature), and the AVICC executive coordinated a meeting with the Minister of Transportation and Transit (MOTT) to discuss the merit of the investment as well as the estimates associated with doing the proposed work. The original condition assessment work was completed prior to the Wesley Ridge Fire, which damaged four trestles on the east side of Cameron Lake. Since the fire, HDR has revisited the estimates to help advance ongoing discussion around next steps. This attached report references both the draft HDR Condition Assessment, done prior to the fire damage, as well as the amendment that addressed costs to replace the four trestle bridges at Mile **13.7, 13.8, 14.0, and 14.6**.

Before this revision, the opinion of probable construction costs to upgrade the track infrastructure to support a 10-ton emergency hi-rail vehicle was approximately \$3,377,400 (including contingency). Given the replacement costs for the four bridges damaged or destroyed in the Wesley Ridge wildfire, the total amount is now estimated to be over \$50 million.

Time Requirements – Staff & Elected Officials:

No other staff or elected official time is required as this is part of the current work plan to explore short and long-term planning for the Island Rail Corridor, in collaboration with First Nations and local governments impacted and/or bisected by the Corridor.

Financial:

The work done by the consultant HDR and staff time are paid for through a grant provided by the Province of BC through the Ministry of Transportation.

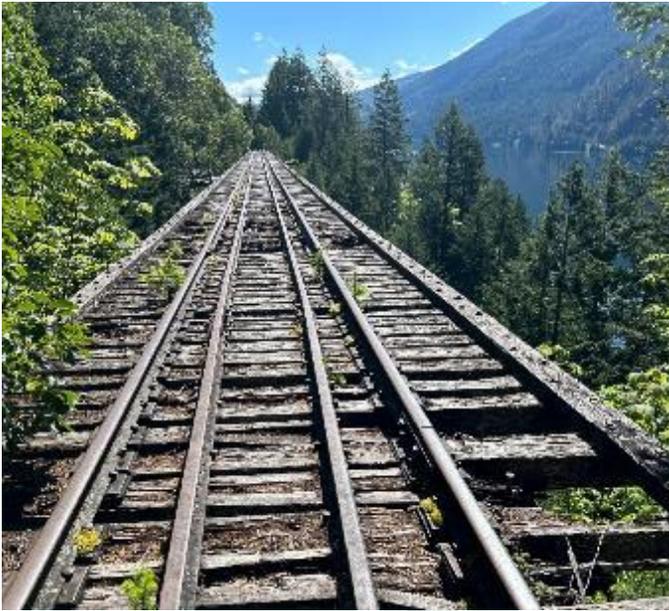
Strategic Plan Implications:

The ACRD Strategic Plan objectives in section 1.3 “Coordinate with adjacent regional districts to access the future of the Island Rail Corridor Service” section 3.1 “develop protocol agreements with First Nation communities to support reconciliation and partnering efforts”, and 4.1 “alternative and emergency routes including but not limited to Highway 4”.

Submitted by: Mike Irg
Mike Irg, MCIP, RPP, Special Projects Director

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

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



Track and Bridge Condition Assessment

ACRD Rail Corridor

Port Alberni Subdivision

Alberni-Clayoquot Regional District

June 16, 2025

Amendment:

November 19, 2025



Rev	Date	Revision Description	Prepared By	Reviewed By	Approved By
0	2025/06/16	Issued for Client Review	Diego Ruiz	Gary Chen/ Maryam Bostani	
1	2025/11/19	Added an amendment related to the bridge damage resulting from the July 2025 Wesley Ridge wildfire	Zahra Tavakoli	Fred Kramer	Fred Kramer
2					
3					

DRAFT

Disclaimer

In preparing this Report, HDR relied, in whole or in part, on data and information provided by the Alberni-Clayoquot Regional District (the Client) and third parties, which information has not been independently verified by HDR and which HDR has assumed to be accurate, complete, reliable, and current. Therefore, while HDR has utilized its best efforts in preparing this Report and supplemental information, HDR does not warrant or guarantee the accuracy of data, information or statements supplied by third parties or the Client.

Use of this Report or any information contained herein, if by any party other than Client, shall be at the sole risk of such party and shall constitute a release and agreement by such party to defend and indemnify HDR and its affiliates, officers, employees and subcontractors from and against any liability for direct, indirect, incidental, consequential or special loss or damage or other liability of any nature arising from its use of the report or reliance upon any of its content. To the maximum extent permitted by law, such release from and indemnification against liability shall apply in contract, tort (including negligence), strict liability, or any other theory of liability.

Prepared By:

<u>Diego Ruiz, EIT</u>	<u>June 16, 2025</u>
Name, Designation	Date
Title	

Reviewed By:

<u>Gary Chen, P.Eng.</u>	<u>June 16, 2025</u>
Name, Designation	Date
Title	

and

<u>Maryam Bostani, PhD, P.Eng., PMP</u>	<u>June 16, 2025</u>
Name, Designation	Date
Title	

Amendment

Subsequent to the damage to four trestle bridges during the Wesley Ridge wildfire in July 2025, this amendment provides updated cost estimates for the bridges at Mile **13.7, 13.8, 14.0, and 14.6**. The revised cost details for the affected structures are presented in the table below.

Table 1: Port Alberni Subdivision Bridge Replacement Cost

Mile	Featured Crossed	Total Length (ft)	Substructure	Current Status after wildfire	Steel Bridges Replacement Cost
13.7	Dry	209.5	Timber Frame Trestle	Completely burned	\$ 7.9 M
13.8	Dry	105	Timber Frame Trestle	Completely burned	\$ 3.9 M
14	Dry	225	Timber Frame Trestle	Significantly damaged beyond repair	\$ 8.5 M
14.6	Dry	441	Timber Frame Trestle	Significantly damaged beyond repair	\$ 16.6 M
Total cost					\$ 37 M
Contingency (50%)					\$ 18.6 M
Total Bridges Replacement Cost					\$ 55.6 M

Previous to this revision, the opinion of probable construction costs to upgrade the track infrastructure to support a 10-ton emergency hi-rail vehicle was approximately \$3,377,400 (including contingency). Given the replacement costs for the four bridges damaged or destroyed in the Wesley Ridge wildfire, the total amount is now estimated to be over \$50 million.

Executive Summary

The Alberni-Clayoquot Regional District (ACRD) retained HDR Corporation (HDR) to evaluate the condition of the track and bridges along the former E&N Railway Port Alberni Subdivision, extending from Parksville to Port Alberni. The rail corridor is owned by the Island Rail Corridor Foundation (ICF) but has not seen rail operations since 2001. The primary objectives were: to assess the feasibility of using the corridor for emergency access by a 10-ton hi-rail vehicle; provide an opinion of probable cost estimate for any repair of railway infrastructure; and to identify any further studies or infrastructure upgrades required to support 10-ton hi rail access. The track was divided into three segments for the purposes of the assessment: Parksville to McBey Creek (Mile 0.0 to 12.3); McBey Creek to Loon Lake (Mile 12.3 to 21.8); and Loon Lake to Port Alberni (Mile 21.8 to 39.4)

A field inspection of the track segments was conducted between May 12 – 14, 2025 by HDR and accompanied by Southern Railway of Vancouver Island (SVI), Island Corridor Foundation (ICF), and Tseshaht First Nation (TFN). Access throughout the corridor, particularly in Segments 1 and 3, was significantly hindered by dense vegetation, fallen trees, and rockfall. Overall, the track was found to be in fair to poor condition, with widespread deterioration of ballast and ties considering the use of the corridor for emergency access to support a 10-ton hi rail vehicle. Several areas exhibited evidence of rockfall, and in some locations, embankment instability was observed. Only a few culverts were able to be located and confirmed to be functioning due to them being unmarked or unable to be located in the dense vegetation.

Clearing of fallen debris, vegetation, and obstructions is required to enable hi-rail access. This will allow for detailed evaluation of currently inaccessible segments and facilitate a focused geotechnical assessment of locations exhibiting rockslide activity or embankment failure. Previous to this revision, the opinion of probable construction costs to upgrade the track infrastructure to support a 10-ton emergency hi-rail vehicle is approximately \$967,750.

A field inspection of the bridges was conducted between May 12 – 14, 2025 by HDR and accompanied by SVI, ICF, TFN, and NovaForest Services Ltd. The bridge assessments were supported by drone imagery where possible and included reviews of the bridge decks, superstructures, and substructures. While most bridges were last inspected in 2019, four timber trestle bridges underwent more detailed evaluations in 2021. The majority of structures were found to be in fair condition, with the exception of the bridge at Mile 13.7, 13.8, 14.6, 18.1, 21.8, 25.0, and 29.9 that had various elements observed to be in poor condition and will require substantial rehabilitation to be deemed safe for any vehicular traffic. The opinion of probable construction costs to upgrade the bridge infrastructure to support a 10-ton emergency hi-rail vehicle is \$2,409,650. While the bridge condition assessment provides a professional opinion of the upgrades and costs required to allow for passage of a 10 ton hi rail vehicle, a detailed inspection and load rating of all the bridges should be completed to confirm its load carrying capacity.

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1 Project Overview and Objective

HDR was tasked to complete a track and bridge condition assessment along the former E&N Railway Port Alberni Subdivision from Mile 0.00 to 39.4 to support emergency access by a 10-ton vehicle. The goal of this task is to identify the condition of different track, roadbed, bridge, and drainage elements along the corridor.

As part of the Port Alberni Subdivision condition assessment, HDR conducted a field investigation with the support of SVI, ICF, and TFN leveraging each party's experience and knowledge base to understand areas of interest and local construction costs. Key areas of concern are identified, and a recommendation is provided along with its associated cost estimate.

Figure 1-1: Map of Port Alberni Subdivision



2 Track Condition Assessment

A field investigation of the Port Alberni Subdivision was completed by HDR on May 12 to 14, 2025. The inspection was to be completed by hi-rail and foot access where possible. A large number of sections were not accessible by hi-rail or by foot due to track blockage by fallen trees or heavy vegetation growth.

The investigation was broken down into three segments:

- Segment 1: Parksville to McBey Creek (Mile 0.0 to 12.3)
- Segment 2: McBey Creek to Loon Lake (Mile 12.3 to 21.8)
- Segment 3: Loon Lake to Port Alberni (Mile 21.8 to 39.4)

The objective of the track condition assessment was to observe and document any further deterioration of track infrastructure from the last condition inspection completed by WSP in 2019. For the purpose of the inspection, west is considered heading in the direction of increasing mileage to Port Alberni and east is towards Parksville. The field investigation will apply a Good, Fair, Poor rating to each element inspected in Segments 1 – 3 to grade the overall condition of the railway infrastructure to support a 10-ton hi rail vehicle for emergency access. The railway infrastructure has been broken down into three (3) main sections: Roadbed, Track Structure, and Turnouts. Railway elements to be inspected include:

Roadbed:

- Drainage
- Culverts
- ROW and Vegetation

Track Structure:

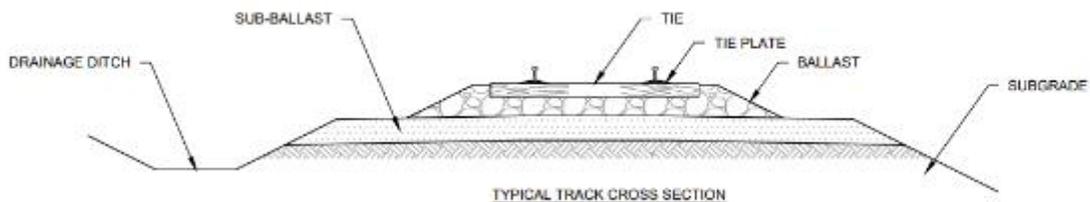
- Track Horizontal and Vertical Alignment
- Ballast
- Rail
- Ties
- Tie Plates
- Joint Bars
- Spike and Anchors

Turnouts:

- Ballast
- Turnout components
- Ties
- Tie Plates
- Joint Bars
- Spike and Anchors

In locations where the track condition couldn't be observed due to inaccessibility or safety concerns at the time of inspection, previous track condition assessments will be relied upon to grade the infrastructure.

Figure 2-1: Typical Track Cross Section



Proposed repairs and recommendations for each track segment are outlined at the end of their respective sections. Each recommended repair includes a description and a corresponding opinion of probable construction estimate. Costs are based on local historical costs and unit price averages provided by SVI personnel. Costs do not include costs of any recommended studies or future maintenance of the rail corridor. Escalation was added to historical costs to make them in line with 2025 costs.

2.1 Segment 1: Parksville to McBey Creek (Mile 0.0 – 12.3)

Due to heavy vegetation, HDR was only able to access the rail corridor near Mile 0.00, Mile 4.70, and Mile 12 – 12.3.

2.1.1 Roadbed

There was one main area of concern where the rail corridor was accessible near Mile 12 where the Little Qualicum River is eroding the river bank about 10ft from the nearest rail.

Drainage

The general drainage condition of the track roadbed could not be assessed as the track was overgrown with heavy vegetation.

Culverts

Culverts within the segment were not inspected as most of the corridor was inaccessible at the time of the inspection.

Vegetation

The segment was found to contain a high amount of vegetation overgrowth and has an overall rating as poor. The vegetation in some areas was too dense to access via hi-rail. One area in particular contained heavy broom growth west of the Highway 4A crossing. Comparing the condition assessment completed in 2019 to current conditions, the vegetation has worsened substantially.

Figure 2-2: Segment 1 - Typical Track Roadbed



Figure 2-3: Eroding River Bank Near Mile 12



2.1.2 Track Structure

Track Horizontal and Vertical Alignment

The overall surface condition for Segment 1: Parksville to McBey Creek was determined to be in fair condition for the areas accessible.

Ballast

The vegetation has overgrown into the ballast and in most areas the ballast could not be observed. The ballast was generally observed to be crushed gravel and heavily fouled with fines where visible. For this segment, the ballast has been rated as poor as the ballast structure could not be observed.

Rail

This segment of track was found to contain 85lb rail in generally fair condition with no major defects noted in the areas that were accessible to inspect. Rail wear was not measured.

Ties

The ties for this segment were identified as 8ft long wood ties. A large percentage of the ties have vegetation coverage and could not be assessed for their condition. Overall, this segment is rated as having poor condition of ties with certain areas to be in fair condition given that the ties contained no defects.

Tie Plate, Joints Bars, Spike and Anchors

Tie plates were noted to be single shouldered along the corridor in this segment. 4-hole joint bars were observed. Joint bars, spikes, anchors and tie plates are in fair condition given the expected vehicle traffic of a 10 ton hi-rail vehicle.

Figure 2-4: Segment 1 - Typical Track Structure



2.1.3 Turnouts

Segment 1 contains two turnouts:

- Mile 0.00 – Parksville Station Switch
- Mile 0.03 – Victoria Sub Switch

Ballast

The ballast is rated as poor as the vegetation has grown within the ballast structure and no features are defined.

Turnout Components

As with the rest of the segment, the turnout components are considered to be in fair condition. Rail wear was not measured.

Ties

The ties for the turnouts assessed were noted to be in fair condition.

Tie Plate, Joints Bars, Spike and Anchors

Tie plates, joint bars, spikes, and anchors are in fair condition given the expected vehicle traffic of a 10 ton hi-rail vehicle.

Overall, the turnout looks to be in fair condition with no major defects found in the visual inspection. This switching component of the turnout was unable to be determined if it could be moved from a normal to diverging route as the switch stands were locked.

Figure 2-5: Segment 1 – Turnout Mile 0.03



2.1.4 Segment Summary

Generally, the main concern for the segment is the heavy vegetation overgrowth and its limitations created for accessing the corridor. Without proper vegetation clearing, it is not possible to assess a large length of the segment. The overall condition of the segment is considered to be fair but further detailed assessments where the corridor was inaccessible are needed.

Recommendations and Costs

The following are a list of recommendations and approximate associated costs:

Table 2-1: Segment 1: Recommendations and Cost

Recommendations	Description	Cost
Vegetation Clearing	The majority of the segment has overgrown vegetation. This segment needs to be cleared to allow for foot and hi-rail access throughout the entire length.	\$50,000
Vegetation Management	In order to safely operate vehicles over the track, management of the vegetation on the segment is required as to not allow the vegetation to overgrow and cause structural, visibility or drainage issues.	\$27,000

Table 2-1: Segment 1: Recommendations and Cost

Recommendations	Description	Cost
River Bank Assessment and Repair	It is recommended to complete a drone flight at Mile 12 to view the river bank erosion which may affect the stability of the track roadbed. Costs included are for estimation of the river bank repair.	\$168,000
Locate and Clean Out Culverts if Required	As mentioned above, most culverts in this segment were not found. Locating and clearing the culverts is recommended to maintain proper drainage conditions.	N/A
Assessing the track condition along between Mile Post 0.0 - 12.0	Once the vegetation has been cleared along the entire segment, it is recommended to hi-rail or walk the track between Mile posts 0.0 - 12.0 to assess the track condition.	N/A
Track Patrols	It is recommended that regular patrols be done on the track segment once the required upgrades are completed for 10 ton hi rail access. This will ensure the track is in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$245,000

2.2 Segment 2: McBey Creek to Loon Lake (Mile 12.3 - 21.8)

2.2.1 Roadbed

Overall, the roadbed condition for Segment 2: McBey Creek to Loon Lake is in fair condition. There are two locations where the track embankment has started to slide (approx. Mile 14.5 and 16) and will require mitigation.

Various rockslides/rockfall locations were observed at Mile 13.4, 13.73, 13.8, 14.8, 15.6, 15.7, 15.8, 15.85, 15.9, 16.0, 16.1, 16.8, 19.6, as well as a mud slide at Mile 15.2.

Figure 2-6: Segment 2 – Rockslide Mile 13.4



Figure 2-7: Segment 2 – Rockslide Mile 14.8



Drainage

Drainage was given a rating of fair to poor due to the observation that no signs of ponding water are present. There are poor areas where the ballast is severely fouled with fine material and the vegetation could be blocking track and corridor drainage courses.

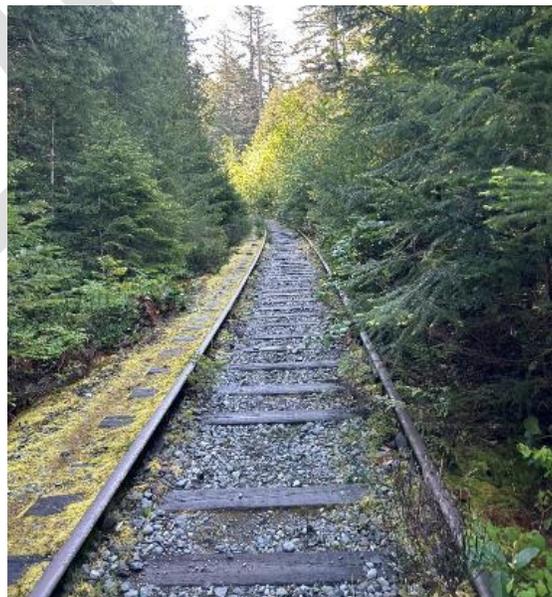
Culverts

Most culverts along this segment were not found due to the high amount of vegetation.

Vegetation

The segment was found to contain a high amount of vegetation overgrowth and is rated as poor with the exception of a section between approximately Mile 17.0 – 24.8 which is maintained by Rogers Communication. Comparing the condition assessment completed in 2019 to current conditions, the vegetation has worsened substantially.

Figure 2-8: Segment 2 - Typical Track Structure



2.2.2 Track Structure

Track Horizontal and Vertical Alignment

The track horizontal and vertical alignment for Segment 2 was noted to be in fair condition and had no visible signs of major alignment deviations.

Ballast

Ballast was found to be rounded and many cribs between the ties are missing ballast. No clear ballast structure (shoulders and slopes) is present, and vegetation has covered most empty areas where ballast should be. Overall, the condition of ballast is noted as poor.

Rail

The existing rail found in the segment is a mix of 85lb and 100lb rail. There are various sections where the rail has been bent or broken due to rock fall. These locations were noted to be at Mile 15.8, 15.85, 15.9, and 16.6. Aside from these sections the rail appears to be in fair condition.

Ties

The existing ties for this segment are mostly 8ft long wood ties with some 9ft long ties on curves. Most ties for this segment are covered in vegetation and their conditions were unable to be observed. This segment is given a rating of poor for the ties.

Tie Plate, Joints Bars, Spike and Anchors

The existing track has a mix of 4 and 6-hole joint bars and a mix of single and double sided tie plates. Near Mile 16.8, missing joint bars were noted. For the purpose of operating a 10 ton hi rail vehicle on this track, the rating is fair for this segment.

2.2.3 Turnouts

Segment 2 contains three turnouts:

- Mile 12.5 - Cameron Lake West Siding Switch
- Mile 21.85 - Aerosmith Siding East Siding Switch
- Mile 21.95 - Aerosmith Siding West Siding Switch

Ballast

The ballast is rated as poor as the vegetation has overgrown within the ballast structure and is heavily fouled with fines.

Turnout Components

The existing turnouts was noted to be 100lb and is considered to be in fair condition.

Ties

The ties for the turnouts assessed were noted to be in fair condition.

Tie Plate, Joints Bars, Spike and Anchors

Overall, the turnout looks to be in fair condition with no defects found in the visual inspection. This switch component of the turnout was unable to be determined if it could be moved from a normal to diverging route as the switch stands were locked.

Figure 2-9: Segment 2 – Turnout Mile 12.5



Figure 2-10: Segment 2 – Turnout Mile 21.85



Figure 2-11: Segment 2 – Turnout Mile 21.95



2.2.4 Segment Summary

Similar to Segment 1, there is heavy vegetation overgrowth with various tree falls located throughout the segment. Additionally, the segment contains various rockslides/rockfall locations that should be assessed by a professional geologist and debris cleaned up. There are two areas that the embankment is starting to slip towards Cameron Lake. This location should be repaired and assessed for further risk of slippage. Mile 17 – 21.8 is maintained by Rogers Communication as part of their buried fibre optic cable that is within the corridor. The overall condition of the segment is considered to be fair but further detailed assessments for areas of concern are needed.

Recommendations and Costs

The following are a list of recommendations and approximate associated costs:

Table 2-2: Segment 2: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing	Most of the segment has overgrown plants and trees, and multiple fallen trees with the exception from Mile 17.0 – 21.8 which is maintained by Rogers Communications. This segment is needed to be cleared to allow for foot and hi-rail access throughout the entire length.	\$19,000
Vegetation Management	To safely operate vehicles over the track, management of the vegetation on the segment is required as to not allow vegetation overgrowth and cause structural, visibility or drainage issues.	\$27,000
Rock Fall and Mud Slide Clean Up	There are +10 rockslides that were found at the time of investigation. The debris will need to be cleaned up to allow for vehicle access and further assessments.	\$37,000
Rock Fall Assessment	A rock fall assessment by a qualified geotechnical engineer is required for the areas in which rock fall was found to determine if this issue requires mediation or not.	N/A
Broken / Bent Rail Replacement	Four locations were noted to have bent or broken rail. Replacing these sections of rail is required to operate vehicles through the segment.	\$6,000

Table 2-2: Segment 2: Recommendations and Cost

Recommendations	Description	Cost
Embankment Assessment and Stabilization	Two locations (Mile post 14.5 and 16) have small stretches of embankment slides. An assessment of the cause of embankment slide is recommended to provide a remediation for this issue. Costs to rebuild the shoulder of the embankment slide is provided .	\$24,000
Locate and Clean Out Culverts if Required	As mentioned above, most culverts in this segment were not found. Locating and clearing the culverts is recommended to maintain proper drainage conditions.	N/A
Track Patrols	It is recommended that regular patrols be done on the track segment once the required upgrades are completed for 10 ton hi rail access. This will ensure the track is in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$113,000

2.3 Segment 3: Loon Lake to Port Alberni (Mile 21.8 - 39.4)

Due to heavy vegetation, tree fall and rock fall, HDR was only able to access between Mile 34 - 36.28 and Mile 36.28 and 39.4.

2.3.1 Roadbed

Overall, the roadbed condition for Segment 3: Loon Lake to Port Alberni is in fair to poor condition. The segment is covered by vegetation and various tree fall and rockslide locations, as well as a track embankment washout noted around Mile 24.4. Closer to the end of the subdivision within the town limits the condition is fair but most of the segment is in poor condition. Further assessment and mitigation will be required for the rockslides and washout.

Drainage

Drainage was rated as fair due to the observation that no signs of ponding water are present.

Culverts

It was noted that one of the culverts had been damaged at Mile 31.5 and had slight undermining at the outlet. Culverts were unable to be located in areas where the corridor was accessible due to heavy vegetation growth.

Vegetation

The segment was found to contain a high amount of vegetation overgrowth and is scored as poor. Comparing the condition assessment completed in 2019 to current conditions, the vegetation has worsened substantially.

Figure 2-12: Segment 3 - Typical Track Roadbed



Figure 2-13: Segment 3 – Track Embankment Washout Mile 24.4



2.3.2 Track Structure

Track Horizontal and Vertical Alignment

The track horizontal and vertical alignment for Segment 3 was noted to be in fair condition for the areas accessible. Further assessment to evaluate the track alignment will be required in inaccessible areas.

Ballast

Ballast was found to be rounded and large stretches of track missing ballast on the shoulder exposing the end of tie. As in the other segments, there is no clear ballast structure (shoulders and slopes) for most areas and vegetation has covered the limits of the ties. Overall, the condition of ballast is noted as poor.

Rail

The existing rail found in the segment it was found to be 85lb and is noted to be in fair condition.

Ties

On average the ties vary between being in a fair and poor condition. A large number of ties are seen to have defects and are covered in vegetation.

Tie Plate, Joints Bars, Spike and Anchors

The existing track was noted to have 4-hole joint bars and single shoulder tie plates. The rating is fair for tie plates, joint bars, spikes, and anchors in this segment.

Figure 2-14: Segment 3 - Typical Rail/Tie/Ballast Structure

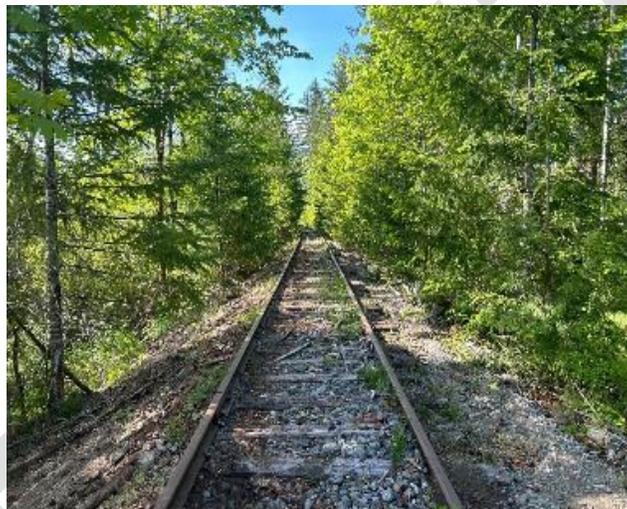


Figure 2-15: Segment 3 – Tree Fall Mile 31.7



2.3.3 Turnouts

No turnouts were found for this segment.

2.3.4 Segment Summary

Similar to the other two segments, the corridor is covered in heavy vegetation overgrowth with various tree falls and rockslides. Much of the segment was not accessible by foot or hi-rail due to these blockages. The overall condition of the segment is considered to be fair but further detailed assessments for areas of concern are needed.

Recommendations and Costs

The following are a list of recommendations and approximate associated costs:

Table 2-3: Segment 3: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing	Most of the segment has overgrown plants and trees, and multiple fallen trees. This needs to be cleared to allow for foot and hi-rail access throughout the entire length. There is a 2 mile stretch within the Port Alberni near end of track that does not require brush clearing	\$62,000
Vegetation Management	To safely operate vehicles over the track, management of the vegetation on the segment should be completed after brush clearing to limit future overgrowth and cause structural, visibility or drainage issues.	\$27,000
Rock Fall Clean Up	There are 3 rock / tree slides that were found at the time of the investigation. The debris will need to be cleaned up to allow for vehicle access and further assessments.	\$6,000
Rock Fall Assessment	A rock fall assessment by a qualified geotechnical engineer is required for the areas in which rock fall was found to determine if this issue requires mediation or not.	N/A
Washout Out Repair	The washout of the culvert at Mile 24.4 will require repair prior to passage of hi rail vehicles.	\$100,000
Locate and Clean Out Culverts if Required	As mentioned above, most culverts in this segment were not found. Locating and clearing the culverts is recommended to maintain proper drainage conditions.	N/A
Culvert Undermining Monitoring	A 70" CSP culvert was seen to have the outlet undermining. The area is recommended to be monitored for further deterioration.	N/A
Track Patrols	It is recommended that regular patrols be done on the track segment once the required upgrades are completed for 10 ton hi rail access. This will ensure the track is in operating condition ahead of any emergency access needs	N/A
Total (without contingency)		\$195,000

3 Bridge Condition Assessment

3.1 Inspections

HDR completed a field visit to the Port Alberni Subdivision to perform a bridge condition assessment on all 19 of the existing bridges along the rail corridor. The assessments were completed between May 12th and 13th, 2025 along side SVI, TFN, ICF, and NovaForest Services Ltd. TFN and NovaForest Services Ltd. provided selected drone footage to support the assessment of areas of the bridges which were not easily or safely accessible. HDR was accompanied by SVI on the bridge condition assessment on May 14th. Due to heavy vegetation overgrowth and fallen trees, hi-rail access was not possible for most of the corridor, and bridges were accessed on foot from the nearest access road.

In 2021, WSP conducted a load evaluation inspection and prepared a report for 4 of the 19 bridges to assess their capability to support temporary crossings for construction equipment, in support of the Roger's fibre installation along Mile 17.0 – Mile 24.8. Prior to that, an inspection of 13 of the 19 bridges was completed by WSP in August 2019 to document the general condition of the structures as part of the Island Corridor Condition. No previous inspections prior to 2019 were noted to assess the structures for rehabilitation and maintenance.

The objective of the bridge condition assessment was to visually assess the bridges for signs of - advanced deterioration and deficiencies and to compare findings – with WSP's August 2019 bridge condition inspection. For the purpose of the inspection, west is considered heading in the direction of increasing mileage toward Port Alberni and east is towards Parksville. Hammer sounding was performed to a few select members to test for signs of decay. Bridge members were visually inspected in accessible areas to note the conditions and elements that were of concern. Ratings were applied based on a Good, Fair, or Poor observation of the inspected members to grade the overall condition of the railway infrastructure to support a 10-ton vehicle for emergency access. The bridge infrastructure has been broken down into four (4) main sections: Approaches, Bridge Deck, Superstructure, and Substructure. Structural timber, steel, and concrete elements nomenclature follows the American Railway Engineering and Maintenance of Way Association (AREMA) bridge inspection handbook.

Proposed repairs and recommendations for each bridge are outlined at the end of their respective sections. Each recommended repair includes a description and a corresponding opinion of probable construction cost estimate. Costs were based on local historical costs and unit price averages provided by SVI personnel. Escalation was added to historical costs to align them with 2025 costs. Costs do not include any recommended studies or future maintenance, inspections of the rail corridor.

3.2 Mile 4.7

The Mile 4.7 bridge is a 75ft long open deck single span deck plate girder bridge crossing over French Creek.

Table 3-1: Bridge - Mile 4.7	
Original Construction Date	1910
Inspection Date	May 14, 2025
Previous Inspection Date	August 15, 2019
Total Length	75' (22.9m)
Bridge Design Load	E-50 (Per SVI Inventory, not confirmed)
Feature Crossed	French Creek
Superstructure	Deck Plate Girder
Substructure	Concrete Abutments
Track Alignment	Tangent
Rail Weight	100lb
Track Gradient	0%

Figure 3-1: Bridge General Arrangement Drawing - Mile 4.7

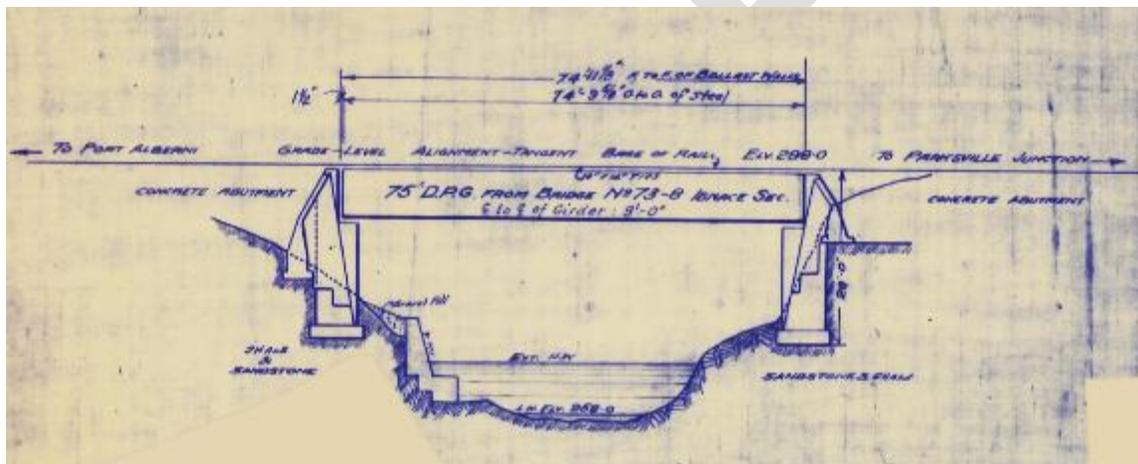
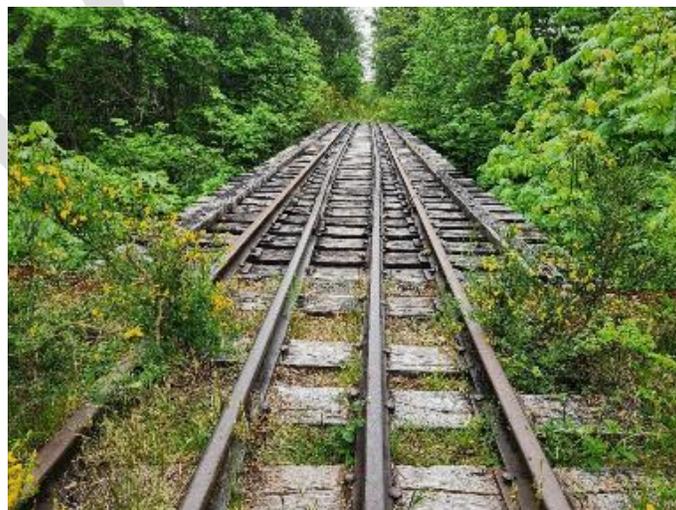


Figure 3-2: Bridge at Mile 4.7 – Deck View



3.2.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge have vegetation growth on the roadbed but are in fair condition.

Bridge Deck

- Deck ties and guard timbers are in fair condition, with only minor aging of the components. The running and Jordan rails are in fair condition.

Superstructure

- The paint is peeling, causing surface rust on all steel surfaces. The top and bottom girder flanges have debris buildup throughout their length, and pitting up to 3/16" was noted on horizontal surfaces throughout. Overall, the superstructure is in fair condition.

Substructure

- Abutments, wingwalls, and stems are covered in moss but based on the overall condition of the elements, appear to be in fair condition..

3.2.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and no further deterioration or deficiencies were noted compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs.

Table 3-2: Bridge Mile 4.7: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and reduce the fire hazard	\$5,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10-ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$5,000

3.3 Mile 12.3

The Mile 12.3 bridge is a ballasted deck 29ft long single span composite steel plate girder bridge crossing over McBey Creek. A drone flight was not conducted because the different areas of the bridge were accessible by foot.

Table 3-3: Bridge - Mile 12.3

Original Construction Date	1976
Inspection Date	May 14, 2025
Previous Inspection Date	August 15, 2019
Total Length	29' (8.8m)
Bridge Design Load	E-75 (CP Form 925)
Feature Crossed	McBey Creek
Superstructure	Composite Steel Plate Girders
Substructure	Concrete Abutments
Track Alignment	9°-00' Curve (3" Super Elevation in Bridge Seat)
Rail Weight	100lb
Track Gradient	0.9%

Figure 3-3: Bridge General Arrangement Drawing - Mile 12.3

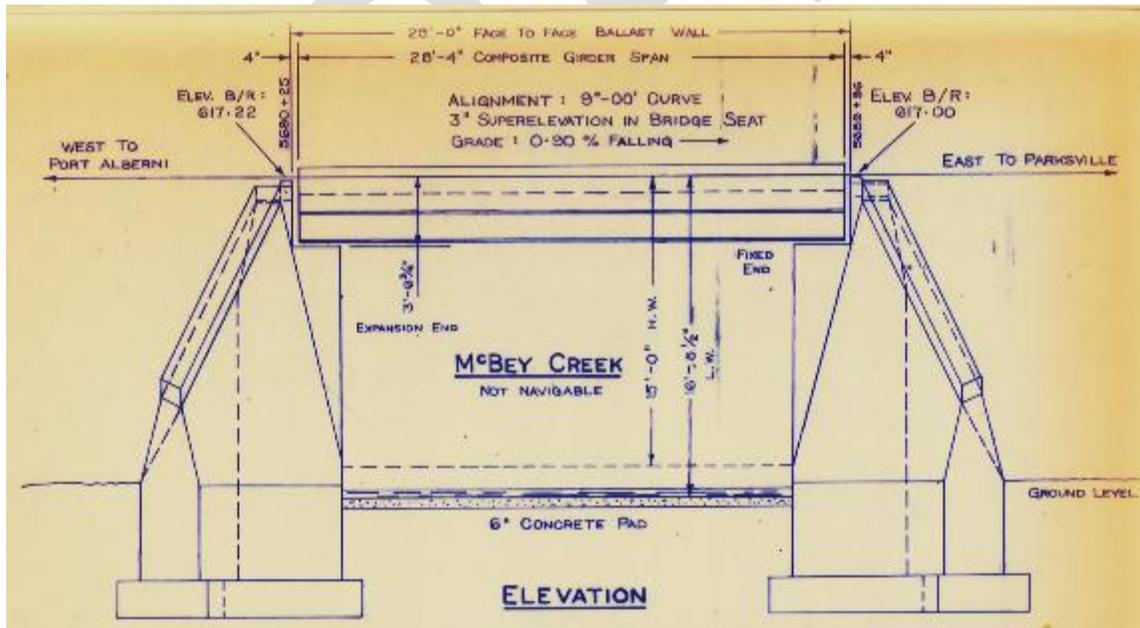


Figure 3-4: Bridge at Mile 12.3 – South Elevation



Figure 3-5: Bridge at Mile 12.3 – Deck View Looking West



3.3.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Ballast on deck has minimal vegetation growth and is lightly worn.
- The running and Jordan rails are in fair condition.
- Deck structure and curbs are in relatively good condition.
- Overall, the bridge deck is in fair condition.

Superstructure

- Aside from some moss buildup and aging, the steel composite beams are in fair condition.

Substructure

- Bearings were not visible.
- The foundations appear to be on rock.
- Bridge seats and wingwalls are covered in moss.
- The overall condition of the elements is fair.

3.3.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and no further deterioration or deficiencies were noted compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs.

Table 3-4: Bridge Mile 12.3: Recommendations and Cost

Recommendations	Description	Cost
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10-ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		-

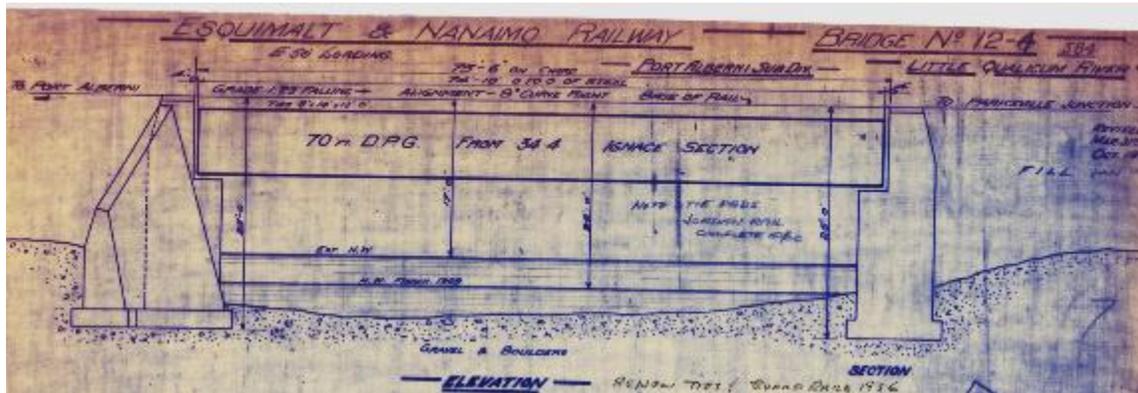
3.4 Mile 12.4

The Mile 12.4 bridge is a 75.5ft long open deck single span deck plate girder bridge crossing over Little Qualicum River. A drone flight was not conducted because the different areas of the bridge were accessible by foot.

Table 3-5: Bridge - Mile 12.4

Original Construction Date	1909
Inspection Date	May 12, 2025
Previous Inspection Date	August 15, 2019
Total Length	75.5' (23.0m)
Bridge Design Load	E-50 (CP Form 925)
Feature Crossed	Little Qualicum River
Superstructure	Deck Plate Girders
Substructure	Concrete Abutments
Track Alignment	9°-00' Curve
Rail Weight	85lb
Track Gradient	1.23%

Figure 3-6: Bridge General Arrangement Drawing - Mile 12.4



3.4.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Overall, the bridge deck is in fair condition.

Superstructure

- The paint has failed, and there is minor corrosion throughout the steel members.
- Overall, the steel girders are in fair condition.

Substructure

- The overall condition of the substructure is fair.

3.4.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and no further deterioration or deficiencies were noted compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs.

Table 3-6: Bridge Mile 12.4: Recommendations and Cost

Recommendations	Description	Cost
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		-

3.5 Mile 13.7

The Mile 13.7 bridge is a 209.5ft long open deck timber frame trestle bridge that crosses over a steep slope in close proximity to Cameron Lake.

This is one of the four bridges that had a load rating completed in 2022. In that study, it was determined that without repair/rehabilitation, the bridge did not have the capacity to carry permitted controlled loads proposed at that time. Repair/rehabilitation was not observed at the time of inspection. The underside of the bridge was not accessible due to the steep slopes. A drone flight was completed at the bridge.

Table 3-7: Bridge – Mile 13.7

Original Construction Date	1911. Most recently rebuilt in 1971
Inspection Date	May 12, 2025
Previous Inspection Date	December 9, 2021
Total Length	209.5' (63.9m)
Bridge Design Load	E-60 (CP Form 925)
Feature Crossed	Dry
Superstructure	Timber Frame Trestle
Substructure	Square Timber Column Bents
Track Alignment	9°-30' to 4°-15' Reverse Curve
Rail Weight	100lb
Track Gradient	1.42%

Figure 3-7: Bridge General Arrangement Drawing – Mile 13.7

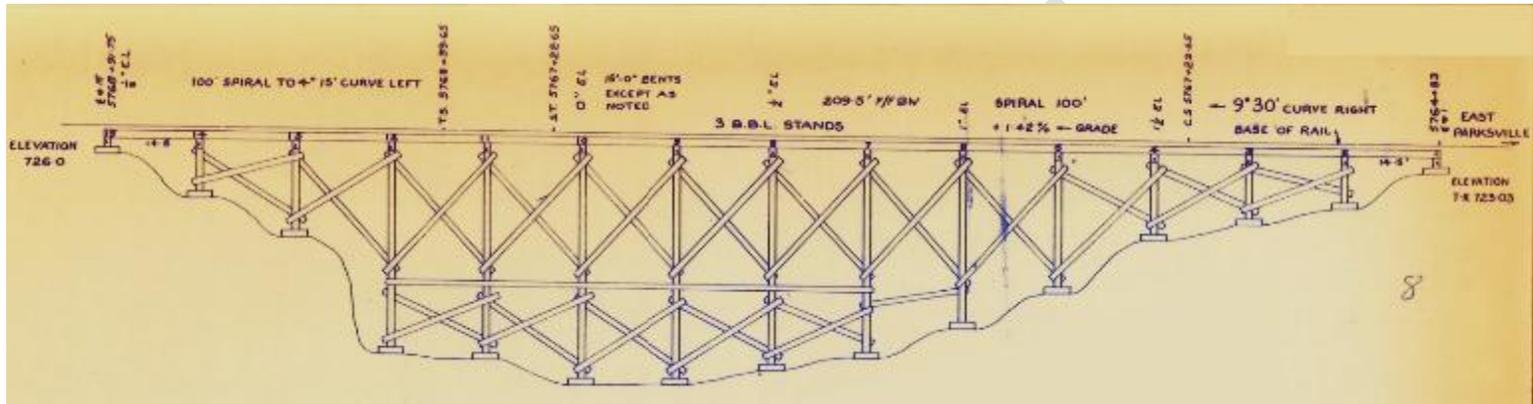


Figure 3-8: Bridge at Mile 13.7 – Deck View Looking West

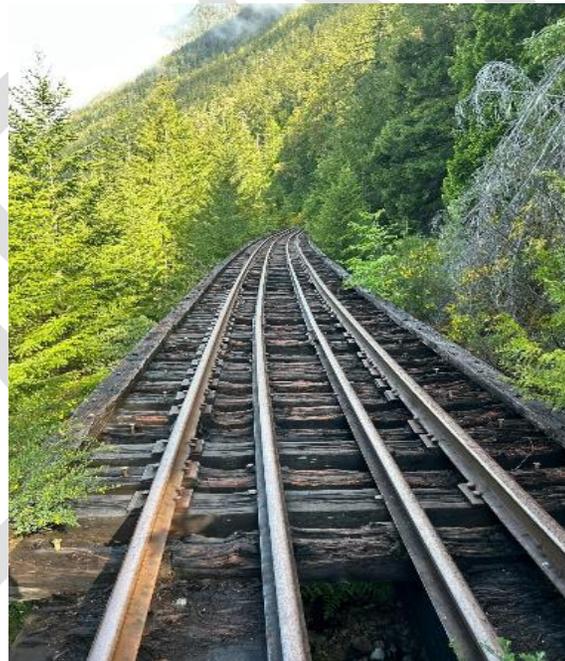


Figure 3-9: Bridge at Mile 13.7 – Aerial View



Figure 3-10: Bridge at Mile 13.7 – North Elevation Looking East



3.5.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- There is a refuge bay that has decayed, separated from the bridge deck, and fallen to the ground.

- The deck ties are untreated, and a majority are severely decayed and in very poor condition. Various deck ties are missing throughout.
- Guard timbers have minor decay and are in poor condition.
- Overall, the bridge deck is in poor condition.

Superstructure

- Stringers are in fair condition.
- Stringers were observed to have shims under them to provide the curve superelevation.
- Overall, the superstructure is in fair to poor condition.

Substructure

- Bent caps have light to medium decay.
- The posts are fair throughout.
- There are many broken and split longitudinal-braces.
- Sway bracing is showing signs of decay.
- Bent 12 has concrete pedestals supporting posts, which are in fair condition.
- The overall condition of the substructure is fair to poor.

3.5.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be poor and there is further deterioration of the items noted in the previous 2019 and 2021 inspections. The previous reports had also identified undermining for the mud sills in some locations.

The following is a list of recommendations and approximate associated costs:

Table 3-8: Bridge Mile 13.7: Recommendations and Cost

Recommendations	Description	Cost
Replace All Deck Ties	Deck ties are in poor condition or missing. Replacement of all ties is recommended for the operation of any vehicle over this bridge.	\$136,500
Replace Guard Timber	Guard timbers are decaying, and replacement is recommended.	Included in tie replacement cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10-ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$146,000

3.6 Mile 13.8

The Mile 13.8 bridge is a 105ft long open deck timber frame trestle bridge crossing over a steep slope in close proximity to Cameron Lake.

This is one of the four bridges that had a load rating completed in 2022. In that study, it was determined that without repair/rehabilitation, the bridge did not have the capacity to carry permitted controlled loads proposed at that time. Repair/rehabilitation was not observed at the time of inspection. The underside of the bridge was not accessible due to the steep slopes. A drone flight was conducted at the bridge.

Table 3-9: Bridge - Mile 13.8

Original Construction Date	1911. Most recently replaced in 1970
Inspection Date	May 12, 2025
Previous Inspection Date	December 9, 2021
Total Length	105' (32.0m)
Bridge Design Load	E-60 (CP Form 925)
Feature Crossed	Dry
Superstructure	Timber Frame Trestle
Substructure	Square Timber Column Bents
Track Alignment	4°-15' Curve
Rail Weight	100lb
Track Gradient	1.35%

Figure 3-11: Bridge General Arrangement Drawing - Mile 13.8

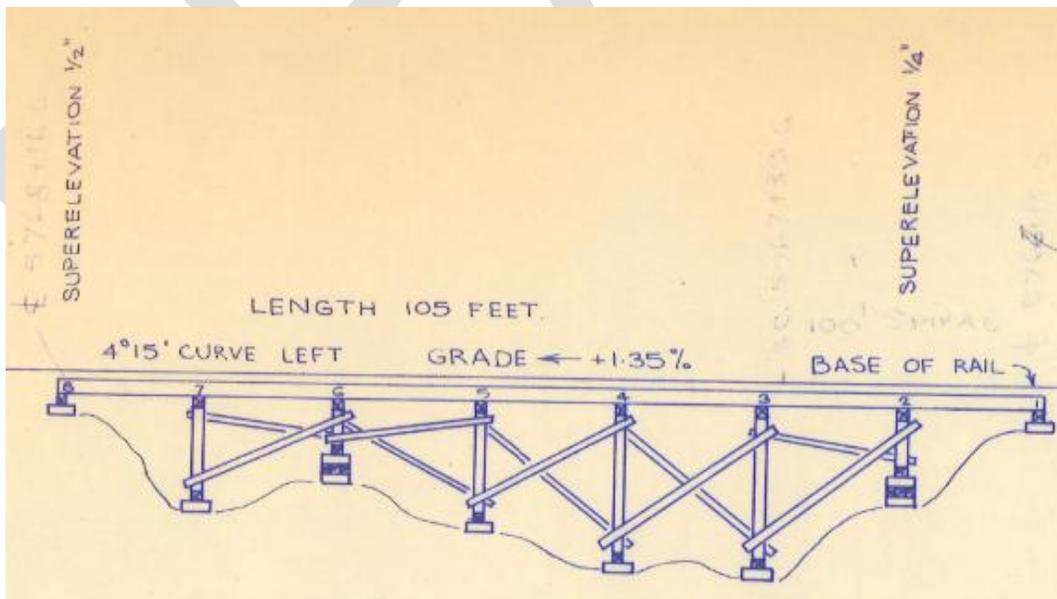


Figure 3-12: Bridge at Mile 13.8 – Deck View Looking West



Figure 3-13: Bridge at Mile 13.8 – Typical Bent Cap View Looking West



3.6.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side are overgrown with vegetation but otherwise in fair condition.

Bridge Deck

- The deck ties are untreated, severely decayed, and in very poor condition.
- The running and Jordan rails are in fair condition.
- Guard timber has minor decay and is in fair condition.
- Overall, the bridge deck is in poor condition.

Superstructure

- Stringers are in fair condition.
- Overall, the superstructure is in fair condition.

Substructure

- Bent caps are in fair condition.
- The posts are fair throughout.
- Bracing is showing signs of minor decay.
- Mud sills were unobservable due to vegetation overgrowth.
- The overall condition of the substructure is fair.

3.6.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair to poor, with elements showing no further deterioration compared to the previous 2019 and 2021 inspections. Advanced vegetation overgrowth is the most significant change between the previous inspections.

The following is a list of recommendations and approximate associated costs.

Table 3-10: Bridge Mile 13.8: Recommendations and Cost

Recommendations	Description	Cost
Replace All Deck Ties and Guard Timber	Deck ties are in poor condition. Replacement of all ties is recommended prior to the operation of any vehicle over this bridge.	\$68,250
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$5,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$73,250

3.7 Mile 14.0

The Mile 14.0 is a 225ft long open deck timber frame trestle bridge crossing over a steep slope in close proximity to Cameron Lake.

This is one of the four bridges that had a load rating completed in 2022. In that study, it was determined that without repair/rehabilitation, the bridge did not have the capacity to carry permitted controlled loads proposed at that time. Repair/rehabilitation was not observed at the time of inspection. The underside of the bridge was not accessible due to the steep slopes. A drone flight was not completed at the bridge due to the vegetation overgrowth adjacent to the bridge.

Table 3-11: Bridge - Mile 14.0

Original Construction Date	1971
Inspection Date	May 12, 2025
Previous Inspection Date	December 9, 2021
Total Length	225' (68.6m)
Bridge Design Load	E-60 (CP Form 925)
Feature Crossed	Dry
Superstructure	Timber Frame Trestle
Substructure	Concrete Abutment and Square Timber Column Bents with Concrete Foundations
Track Alignment	Tangent
Rail Weight	85lb
Track Gradient	1.55%

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Figure 3-14: Bridge General Arrangement Drawing - Mile 14.0

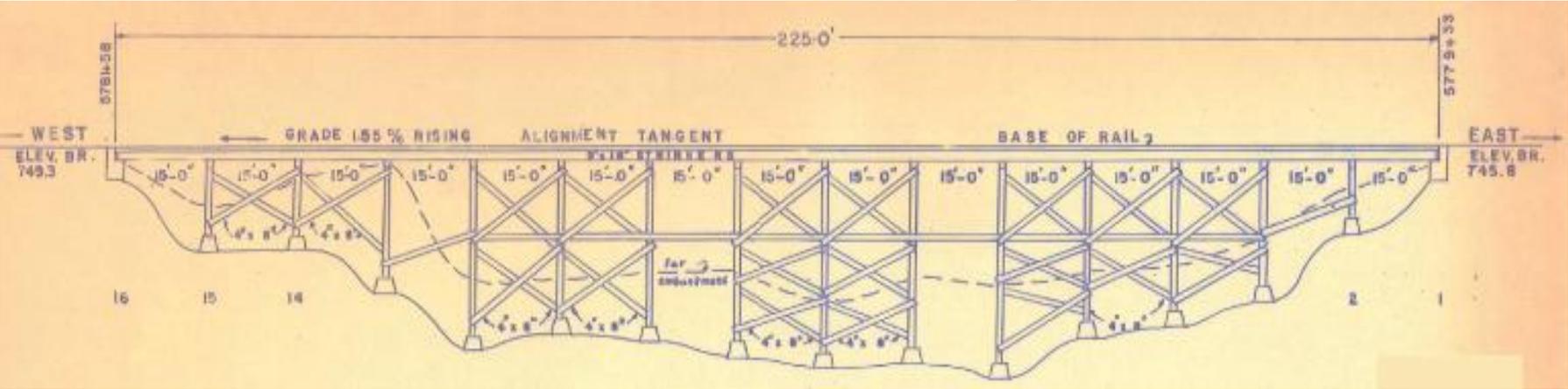


Figure 3-15: Bridge at Mile 14.0 – Deck View Looking West



Figure 3-16: Bridge at Mile 14.0 – Typical Bent Frame



3.7.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- The deck ties are in fair condition.
- Guard timbers are in fair condition.
- Overall, the bridge deck is in fair condition.

Superstructure

- Stringers are in fair condition with minor decay in some areas.
- Overall, the superstructure is in fair condition.

Substructure

- Concrete abutments have moss growth.
- Concrete pedestal footings are in fair condition.
- The bracing throughout is in fair condition.
- The overall condition of the substructure is fair.

3.7.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and there is no further deterioration of the items noted in the previous 2019 and 2021 inspections.

The following is a list of recommendations and approximate associated costs.

Table 3-12: Bridge Mile 14.0: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$10,000

3.8 Mile 14.6

At Mile 14.6 is a 441ft long open deck timber frame trestle bridge crossing over a steep slope in close proximity to Cameron Lake.

This is one of the four bridges that had a load rating completed in 2022. In that study, it was determined that without repair/rehabilitation, the bridge did not have the capacity to carry permitted controlled loads proposed at that time. Repair/rehabilitation was not observed at the time of inspection. The underside of the bridge was not accessible due to the steep slopes. A drone flight was conducted at the bridge.

Table 3-13: Bridge – Mile 14.6

Original Construction Date	1953
Inspection Date	May 12, 2025
Previous Inspection Date	December 9, 2021
Total Length	441' (134.4m)
Bridge Design Load	E-50 (CP Form 925)
Feature Crossed	Dry
Superstructure	Timber Frame Trestle
Substructure	Concrete Abutment and Square Timber Column Bents with Concrete Foundations
Track Alignment	10°-00' Curve to Tangent
Rail Weight	100lb
Track Gradient	1.40%

Figure 3-17: Bridge General Arrangement Drawing – Mile 14.6

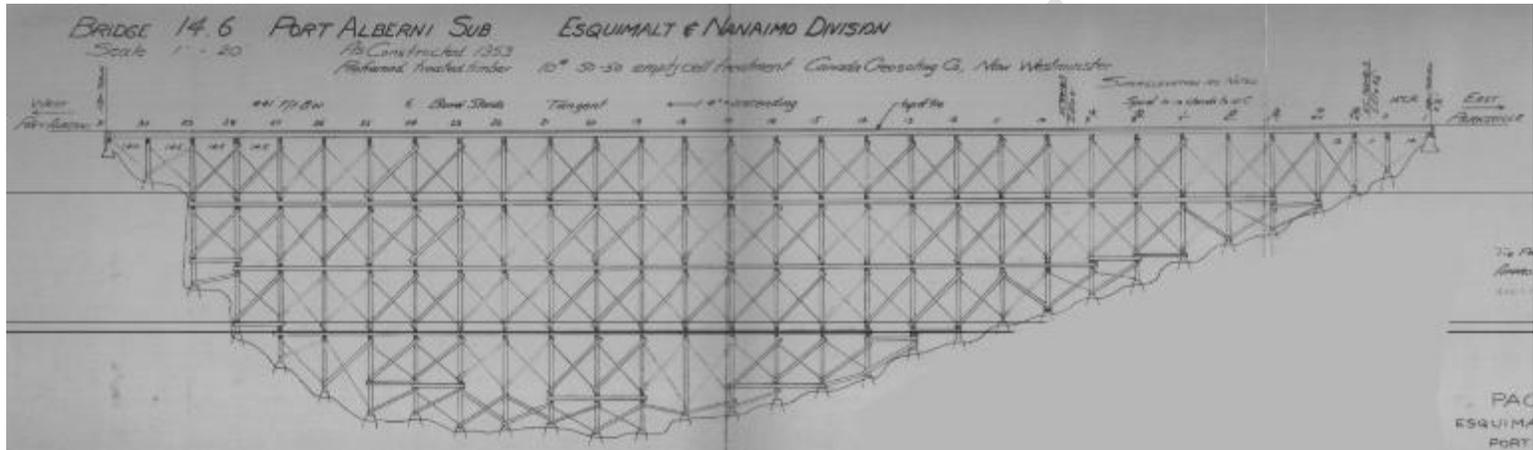


Figure 3-18: Bridge at Mile 14.6 – Deck View Looking East

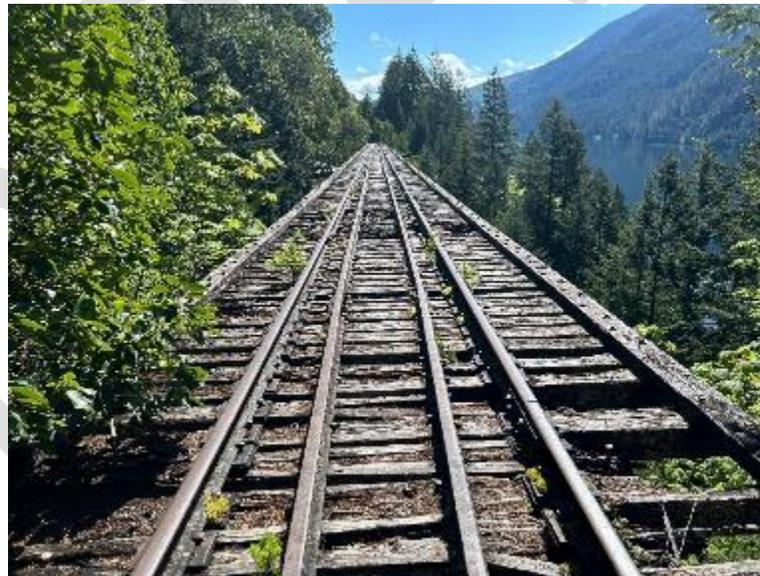


Figure 3-19: Bridge at Mile 14.6 – South Elevation Looking East



Figure 3-20: Bridge at Mile 14.6 – Stringer Chord Splitting



3.8.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- The entire deck is untreated and in poor condition, with full replacement required. There are missing deck ties and the remaining ones are in very poor condition.

- Running and Jordan rails are in fair condition.
- Guard timbers and refuge bays are in poor condition.
- Overall, the bridge deck is in poor condition.

Superstructure

- Stringers 1 and 8 are untreated and were added to the bridge to increase its load capacity. Stringers 1 and 8 are showing signs of decay and splitting.
- Stringer 8 in span 3 is observed to be split.
- Overall, the superstructure is in fair to poor condition.

Substructure

- Bent caps are in fair condition.
- Bent 15, post 2, was observed to be splitting vertically.
- Undermining of Bent 2 concrete pedestals was noted.
- Cross bracing is splitting, cracked, or missing in various locations.
- Concrete abutments are in fair condition with only minor aging.
- The overall condition of the substructure is fair.

3.8.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, with minor deterioration in addition to what was mentioned in the previous 2019 and 2021 inspections.

The following is a list of recommendations and approximate associated costs:

Table 3-14: Bridge Mile 14.6: Recommendations and Cost

Recommendations	Description	Cost
Replace All Deck Ties	Deck ties are in poor condition or missing. Replacement of all ties is recommended for the operation of any vehicle over this bridge.	\$286,650
Replace Guard timber	Guard timbers are decaying, and replacement is recommended.	Included in the tie replacement cost.
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$20,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$306,650

3.9 Mile 17.5

The Mile 17.5 bridge is a 195ft long open deck timber frame trestle bridge crossing over Mountain Creek. This bridge has not previously been inspected. The underside of the bridge was not accessible due to the steep slopes. A drone flight was conducted at the bridge.

Table 3-15: Bridge – Mile 17.5

Original Construction Date	1911. Most recently replaced in 1956
Inspection Date	May 12, 2025
Previous Inspection Date	N/A
Total Length	195' (59.4m)
Bridge Design Load	E-60 (CP Form 925)
Feature Crossed	Mountain Creek
Superstructure	Timber Frame Trestle
Substructure	Concrete Abutment and Square Timber Column Bents with Concrete Foundations
Track Alignment	12°-00' Curve
Rail Weight	85lb
Track Gradient	1.50%

Figure 3-21: Bridge General Arrangement Drawing – Mile 17.5

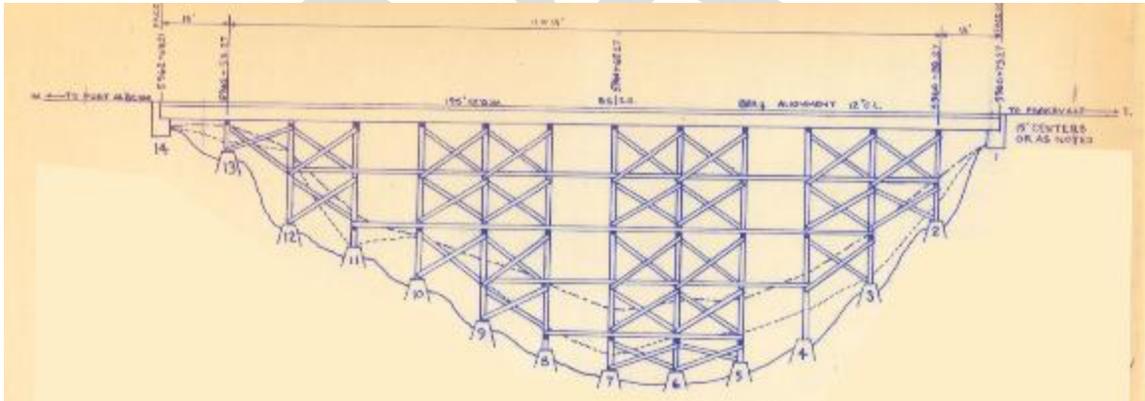


Figure 3-22: Bridge at Mile 17.5 – Deck View Looking West



Figure 3-23: Bridge at Mile 17.5 – Abutment View Looking East



Figure 3-24: Bridge at Mile 17.5 – Center Interior Bents and Creek View



3.9.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- There is a single damaged tie near the east end of the bridge along with a 20ft stretch of damaged guard timber.
- Running and Jordan rails are in fair condition.
- Fall arrest cable installed between Jordan rails.
- Overall, the bridge deck is in fair condition.

Superstructure

- Stringers were noted to be in fair condition.
- Overall, the superstructure is in fair condition.

Substructure

- Bent caps were noted to be in fair condition.
- On bent 2, post 4, there is a minor vertical split.
- There is slight moss growth on the concrete abutments.
- No noticeable splitting, cracking, or missing bracing.
- Concrete pedestal footings are covered in high vegetation overgrowth.
- The overall condition of the substructure is fair.

3.9.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair with only a few items identified for replacement.

The following is a list of recommendations and approximate associated costs:

Table 3-16: Bridge Mile 17.5: Recommendations and Cost

Recommendations	Description	Cost
Replacement of 1 Deck Tie	There is one bridge tie that has been damaged and needs to be replaced.	\$650
Replace Section of Guard Rail	There is one 20ft stretch of guard rail that is damaged and to be replaced.	Included in tie replacement cost.
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$10,650

3.10 Mile 18.1

The Mile 18.1 bridge is a 165ft long open deck timber frame trestle bridge crossing over an unnamed waterway. This bridge has not previously been inspected. The underside of the bridge was not accessible due to the steep slopes. The drone was not flown due to the heavy vegetation overgrowth at the time of inspection.

Table 3-17: Bridge - Mile 18.1

Original Construction Date	1911. Most recently replaced in 1956
Inspection Date	May 12, 2025
Previous Inspection Date	N/A
Total Length	165' (50.3m)
Bridge Design Load	E-50
Feature Crossed	Unnamed Waterway
Superstructure	Timber Frame Trestle
Substructure	Square Timber Column Bents
Track Alignment	Tangent to 7°-00' Curve
Rail Weight	85lb
Track Gradient	1.41%

Figure 3-25: Bridge General Arrangement Drawing - Mile 18.1

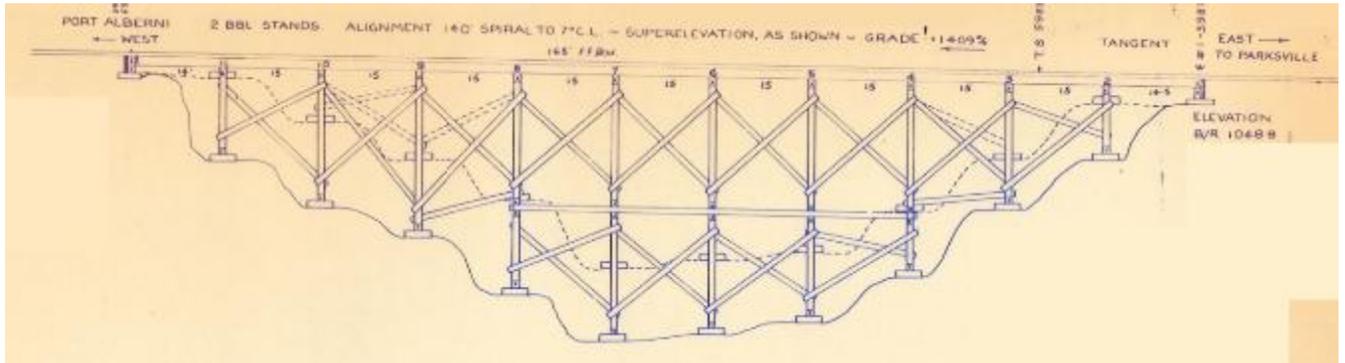


Figure 3-26: Bridge at Mile 18.1 – Deck View Looking West



Figure 3-27: Bridge at Mile 18.1 – Under Side View Looking East



3.10.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Deck ties and guard timbers are heavily decayed with many deck ties missing.
- Overall, the bridge deck is in poor condition.

Superstructure

- Stringers and pier caps were noted to be in fair condition.
- Overall, the superstructure is in fair condition.

Substructure

- Sway bracing, caps, and posts at lower tiers have vegetation growing out of them.
- There is some surface deterioration of timber members due to vegetation and water on north side of bridge.
- The overall condition of the substructure is fair.

3.10.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair with only a few items identified for replacement.

The following is a list of recommendations and approximate associated costs.

Table 3-18: Bridge Mile 18.1: Recommendations and Cost

Recommendations	Description	Cost
Replace All Deck Ties	Deck ties are in poor condition or missing. Replacement of all ties is recommended for the operation of any vehicle over this bridge.	\$107,250
Replace Guard timber	Guard timbers are decaying, and replacement is recommended.	Included in tie replacement cost.
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$117,250

3.11 Mile 18.8

The Mile 18.8 bridge is a 197ft long bridge that is a mix of open deck timber frame trestles on either side of the through plate girder center span crossing over a steep slope. This bridge has not previously been inspected. The underside of the bridge was not accessible due to the steep slopes. The drone was flown at this bridge during the time of inspection.

Table 3-19: Bridge – Mile 18.8

Original Construction Date	1948 (Steel Girders). 1972 (Timber Trestles)
Inspection Date	May 12, 2025
Previous Inspection Date	N/A
Total Length	197' (60.0m)
Bridge Design Load	E-60 (CP Form 925)
Feature Crossed	Dry
Superstructure	Timber Frame Trestles and Through Plate Girders
Substructure	Concrete Abutments, Concrete Piers, and Square Timber Column Bents
Track Alignment	Tangent
Rail Weight	Unknown
Track Gradient	1.50%

Figure 3-28: Bridge General Arrangement Drawing – Mile 18.8

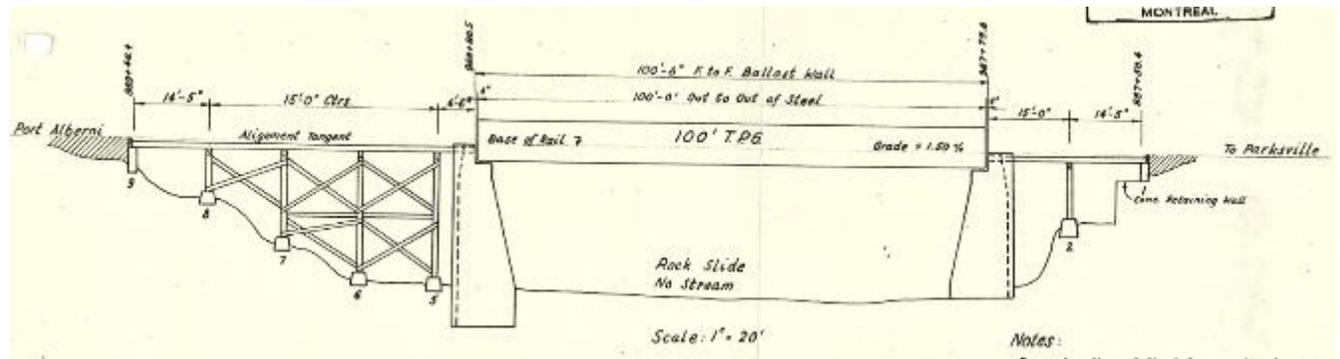


Figure 3-29: Bridge at Mile 18.8 – Deck View Looking West



Figure 3-30: Bridge at Mile 18.8 – Concrete Abutment



Figure 3-31: Bridge at Mile 18.8 – Top View



3.11.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Deck ties and guard timbers are in fair condition.
- Running and Jordan rails are in fair condition.
- Overall, the bridge deck is in fair condition.

Superstructure

- There is minor corrosion with no pitting on the girders.
- The bottom flanges of the girders are covered with moss and debris.
- Overall, the superstructure is in fair condition.

Substructure

- Bearings for the through plate girder are in fair condition.
- Concrete abutments and concrete pedestals are covered in moss.
- Bracing, caps, and posts are in fair condition.
- The overall condition of the substructure is fair.

3.11.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair with vegetation coverage being the only issue.

The following is a list of recommendations and approximate associated costs:

Table 3-20: Bridge Mile 18.8: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$5,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$5,000

3.12 Mile 20.2

The Mile 20.2 bridge is a 143ft long open deck timber frame trestles bridge crossing over a steep slope. This bridge has not previously been inspected. The underside of the bridge was not accessible due to the steep slopes. The drone was flown at this bridge during the time of inspection.

Table 3-21: Bridge - Mile 20.2

Original Construction Date	1973
Inspection Date	May 12, 2025
Previous Inspection Date	N/A
Total Length	143' (43.6m)
Bridge Design Load	E-60
Feature Crossed	Dry
Superstructure	Timber -Frame Trestle
Substructure	Concrete Abutment and Square Timber Column Bents with Concrete Foundations
Track Alignment	4°-00' Curve
Rail Weight	100lb
Track Gradient	1.20%

Figure 3-32: Bridge General Arrangement Drawing - Mile 20.2

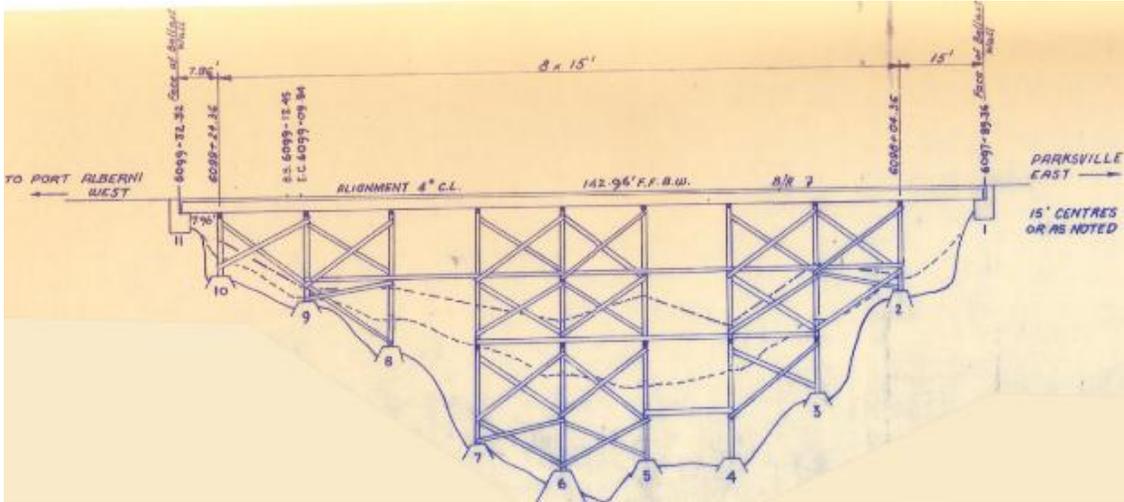


Figure 3-33: Bridge at Mile 20.2 – Deck View Looking West



Figure 3-34: Bridge at Mile 20.2 – South Elevation



3.12.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Deck ties and guard timbers are in fair condition aside from one section of guard timber that needs to be replaced.
- Running and Jordan rails are in fair condition.
- There is heavy moss coverage between the north running rail and the Jordan rail.
- Refuge bay is in poor condition.
- Overall, the bridge deck is in fair condition.

Superstructure

- No defects noted on the stringers.
- Overall, the superstructure is in fair condition.

Substructure

- No defects noted in the bent caps.
- Concrete pedestals are covered in vegetation and are unobservable.
- Bracing and posts are in fair condition.
- The overall condition of the substructure is fair.

3.12.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, with only minor items requiring replacement.

The following is a list of recommendations and approximate associated costs:

Table 3-22: Bridge Mile 20.2: Recommendations and Cost

Recommendations	Description	Cost
Replace Section of Guard Rail	There is one stretch of guard rail that is damaged and is recommended to be replaced.	\$1,000
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$11,000

3.13 Mile 21.4

The Mile 21.4 bridge is a 210ft long open deck timber pile trestle bridge crossing through a section of Summit Lake. The underside of the bridge was not accessible due to water body under the bridge. The drone was flown at this bridge during the time of inspection.

Table 3-23: Bridge - Mile 21.4

Original Construction Date	1911. Most recently replaced 1970
Inspection Date	May 12, 2025
Previous Inspection Date	August 15, 2019
Total Length	210' (64.0m)
Bridge Design Load	E-60
Feature Crossed	Summit Lake
Superstructure	Timber Pile Trestle
Substructure	Round Timber Pile Bents
Track Alignment	Tangent
Rail Weight	100lb
Track Gradient	1.60%

Figure 3-35: Bridge General Arrangement Drawing - Mile 21.4

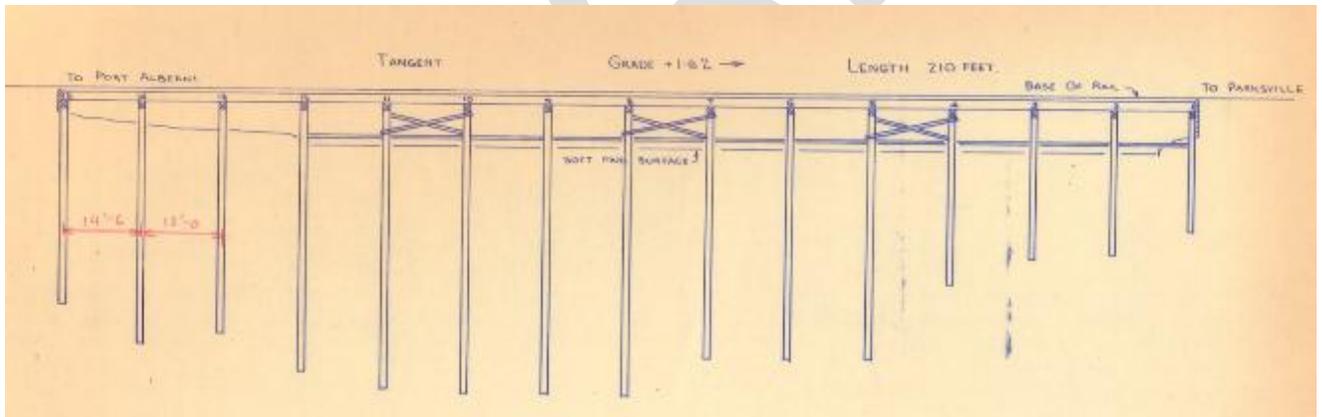


Figure 3-36: Bridge at Mile 21.4 – Deck View Looking East



Figure 3-37: Bridge at Mile 21.4 – Aerial View Looking North



3.13.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Entire bridge deck is in fair condition.
- Running and Jordan rails are in fair condition.

Superstructure

- No defects noted on the stringers.
- Overall, the superstructure is in fair condition.

Substructure

- Bent caps, bracing, and posts are in fair condition.
- The overall condition of the substructure is fair.

3.13.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, with no elements showing significant further deterioration compared to the previous 2019 inspections.

The following is a list of recommendations and approximate associated costs:

Table 3-24: Bridge Mile 21.4: Recommendations and Cost

Recommendations	Description	Cost
Replace Timber Retaining Wall and Post Split Pile	As noted in the 2019 WSP inspection report, the timber retaining wall on the south end of the bridge is decayed and should be replaced. The WSP report also noted Pile 3 on the (south bent) east bent is split and requires replacement.	\$27,000
Brush Clearing Around Bridges	General vegetation clearing and removal at debris in the waterway around the bridge ends is recommended where feasible.	\$4,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$31,000

3.14 Mile 21.8

At Mile 21.8 bridge is a 482ft long open deck timber pile trestle bridge crossing through a section of Loon Lake. The underside of the bridge was not accessible due to the marshy land underneath the bridge. A drone flight was conducted at the bridge at the time of inspection.

Table 3-25: Bridge - Mile 21.8

Original Construction Date	1962
Inspection Date	May 13, 2025
Previous Inspection Date	August 15, 2019
Total Length	482' (146.9m)
Bridge Design Load	E-50
Feature Crossed	Loon Lake
Superstructure	Timber Pile Trestle
Substructure	Round Timber Pile Bents
Track Alignment	Tangent
Rail Weight	80lb
Track Gradient	-1.50%

Figure 3-38: Bridge General Arrangement Drawing - Mile 21.8

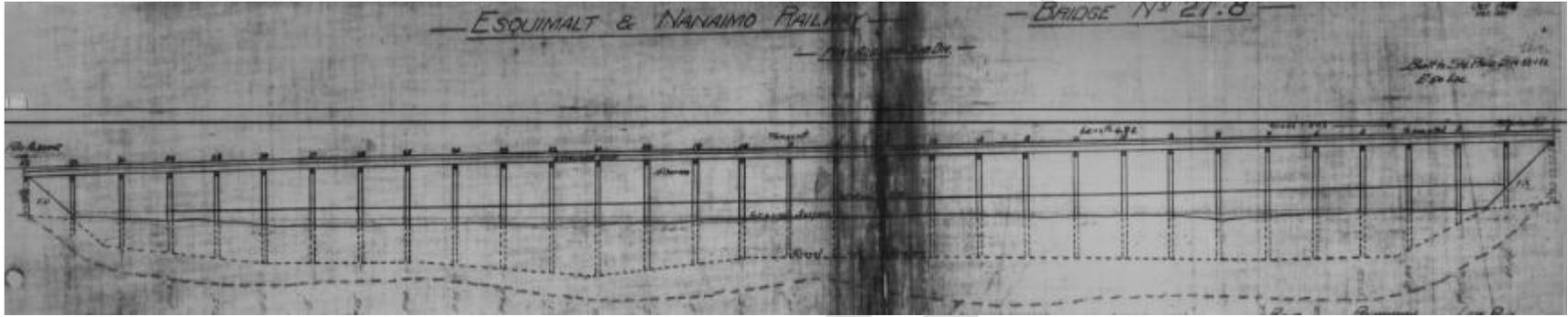


Figure 3-39: Bridge at Mile 21.8 – Deck View Looking East



Figure 3-40: Bridge at Mile 21.8 – Under Side View Looking East



3.14.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- 25% of the deck ties are in poor condition.
- A section of guard timber is missing on the north side near bent 1.
- Running and Jordan rails are in fair condition.
- Refuge bays are observed to be missing handrails.
- The bridge deck is in fair condition, with the exception of the ties that need to be replaced.

Superstructure

- The bridge has 3 chord stringers. Stringer 1 is showing signs of decay and is noted to be in poor condition.
- Overall, the superstructure is in fair condition.

Substructure

- The bent caps are showing signs of decay and are in fair to poor condition. 15% of caps are in poor condition.
- Bracing and posts are in fair condition.
- The overall condition of the substructure is fair.

3.14.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, with no elements showing significant further deterioration compared to the previous 2019 inspections.

The following is a list of recommendations and approximate associated costs:

Table 3-26: Bridge Mile 21.8: Recommendations and Cost

Recommendations	Description	Cost
Replacement of 25% of Deck Ties	About 25% of the deck ties were noted to be in poor condition and need to be replaced.	\$78,325
Replace Section of Guard Timber	There is a section of guard rail that is missing and to be replaced.	Included in tie replacement cost.
Post Pile 5, Bent 32	WSP noted that pile 5 at bent 32 is split, has failed, and should be posted.	\$7,000
Brush Clearing Around Bridges	General vegetation clearing and removal at debris in the waterway around the bridge ends is recommended where feasible.	\$4,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$89,325

3.15 Mile 22.1

The Mile 22.1 bridge is a 120ft long open deck timber pile trestle bridge crossing through a section of Loon Lake. The underside of the bridge was not accessible due to the water body under the bridge. A drone flight was conducted at the bridge at the time of inspection.

Table 3-27: Bridge - Mile 22.1

Original Construction Date	1976
Inspection Date	May 13, 2025
Previous Inspection Date	August 15, 2019
Total Length	120' (36.6m)
Bridge Design Load	E-60
Feature Crossed	Loon Lake
Superstructure	Timber Pile Trestle
Substructure	Round Timber Pile Bents
Track Alignment	Tangent to 10°-00' Curve
Rail Weight	85lb
Track Gradient	-1.37%

Figure 3-44: Bridge at Mile 22.1 – Debris Build up in North Side



3.15.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- The north section of the deck -has fire damage to the ties and guard timber.
- The ties are showing signs of deterioration due to the water level.
- Running and Jordan rails are in fair condition.
- The bridge deck is in fair condition.

Superstructure

- The stringers have moss coverage.
- Overall, the superstructure is in fair condition.

Substructure

- The debris build up on the north end of the bridge.
- Bracing and posts are in fair condition.
- The overall condition of the substructure is fair.

3.15.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and aside from the fire damage there are no elements showing significant further deterioration compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs.

Table 3-28: Bridge Mile 22.1: Recommendations and Cost

Recommendations	Description	Cost
Replacement of Burnt Deck Ties and Guard Timber	The deck ties with fire damage should be replaced.	\$1,950
Debris Cleaning	There is debris buildup on the north side of the bridge that should be removed to allow flow of water under the bridge.	\$3,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$4,950

3.16 Mile 25.0

The Mile 25.0 bridge is a 346ft long open deck timber frame trestle bridge crossing over a steep slope. The underside of the bridge was not accessible due to the steep slopes. A drone flight was conducted at the bridge the time of inspection.

Table 3-29: Bridge - Mile 25.0

Original Construction Date	1953
Inspection Date	May 13, 2025
Previous Inspection Date	August 15, 2019
Total Length	346' (105.5m)
Bridge Design Load	E-50
Feature Crossed	Dry
Superstructure	Timber Frame Trestle
Substructure	Square Timber Columns
Track Alignment	Tangent
Rail Weight	85lb
Track Gradient	-1.50%

Figure 3-45: Bridge General Arrangement Drawing - Mile 25.0

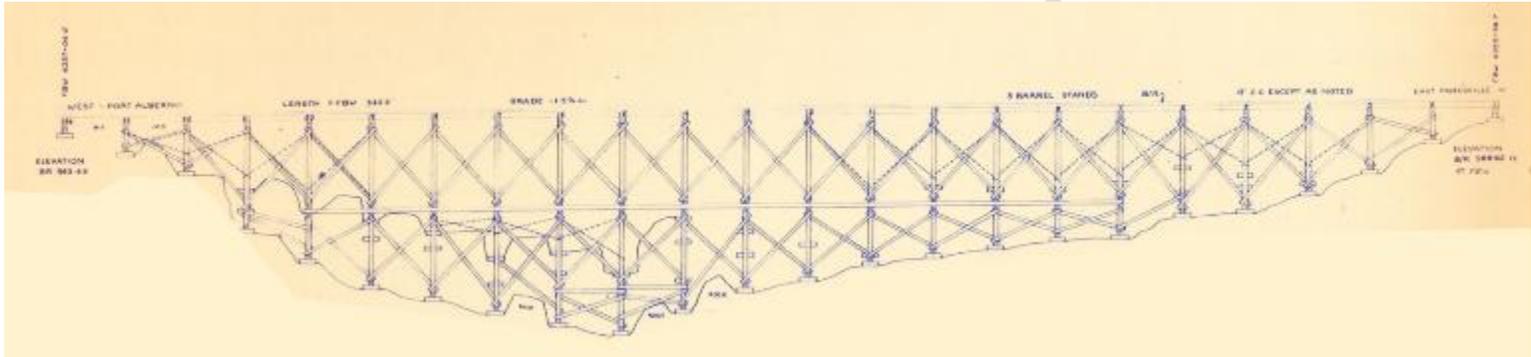


Figure 3-46: Bridge at Mile 25.0 – Deck View Looking West



Figure 3-47: Bridge at Mile 25 – South Elevation



Figure 3-48: Bridge at Mile 25.0 – Mud Sill Decay



Figure 3-49: Bridge at Mile 25.0 – Failed Cap and Brace



3.16.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Track alignment is observed to have lateral deviations throughout the bridge.
- Most deck ties are in poor condition and 90% need to be replaced.
- Running and Jordan rails are in fair condition.
- The bridge deck is in poor condition.

Superstructure

- Stringers are fair to poor condition.
- Overall, the superstructure is in fair to poor condition.

Substructure

- Bent caps are in fair condition.
- Posts are in fair condition.
- Various braces are broken or split.
- There is a large amount of vegetation growth at the base of the bents.
- The sills are rated as fair to poor, with poor sills showing severe deterioration, some completely crushed.
- The overall condition of the substructure is poor to fair.

3.16.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, and aside from the fire damage there are no elements showing significant further deterioration compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs:

Table 3-30: Bridge Mile 25.0: Recommendations and Cost

Recommendations	Description	Cost
Replace Deck Ties	The majority of deck ties are in poor condition and are recommended to be replaced.	\$224,900
Replace Mud Sills	The mud sills seen are deteriorating or completely crushed which could be the cause to the wavy track alignment. The condition of all mud sills could not be determined due to vegetation growth but it has been assumed that 50% of the mud sills are required.	\$106,000
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi rail access. This will ensure the bridge is in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$340,900

3.17 Mile 28.9

The Mile 28.9 bridge is a 46.5ft long open deck timber stringer superstructure bridge crossing over a slope. The underside of the bridge was not accessible due to the steep slopes. A drone flight was not conducted at the bridge as the area is overgrown with vegetation.

Table 3-31: Bridge - Mile 28.9

Original Construction Date	1942 (abutments and piers), 1962 (superstructure Rehabilitation), 1987 (Added piers)
Inspection Date	May 13, 2025
Previous Inspection Date	N/A
Total Length	75'
Bridge Design Load	E-60
Feature Crossed	Dry
Superstructure	Timber Stringers
Substructure	Concrete Abutments and Piers
Track Alignment	2°-00' Curve
Rail Weight	100lb
Track Gradient	-1.6%

Figure 3-50: Bridge General Arrangement Drawing - Mile 28.9

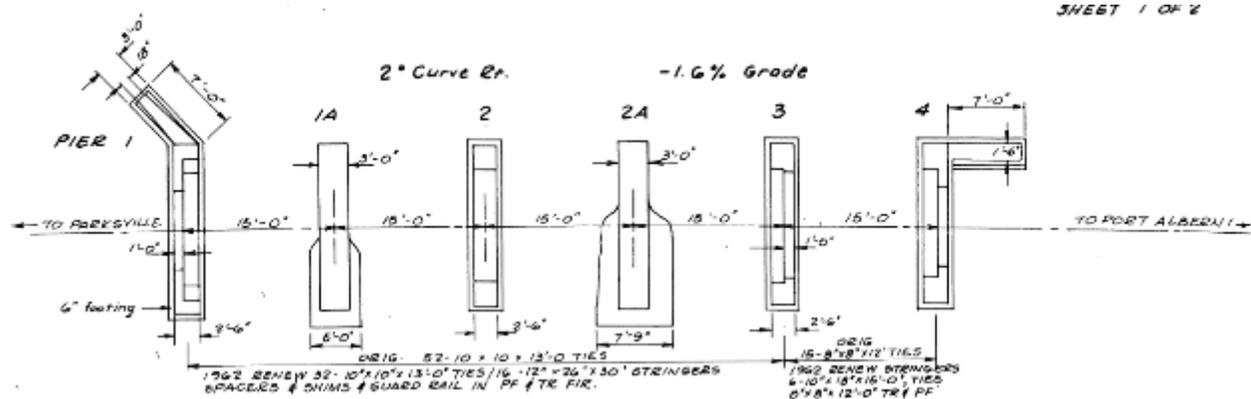


Figure 3-51: Bridge at Mile 28.9 – Deck View Looking East



3.17.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Deck ties and guard timbers are in fair condition.
- Running and Jordan rails are in fair condition.
- Overall, the bridge deck is in fair condition.

Superstructure

- Stringers are in fair condition.
- Overall, the superstructure is in fair condition.

Substructure

- Concrete piers and abutments were noted to be in fair condition.
- The overall condition of the substructure is fair.

3.17.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair, with only vegetation overgrowth being a minor issue.

The following is a list of recommendations and approximate associated costs:

Table 3-32: Bridge Mile 28.9: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$3,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$3,000

3.18 Mile 29.9

The Mile 29.9 bridge is a 300ft long open deck timber frame trestle bridge crossing over an unnamed waterway. The underside of the bridge was not accessible due to the steep slopes. A drone flight was conducted at this bridge at the time of inspection.

Table 3-33: Bridge - Mile 29.9

Original Construction Date	1953
Inspection Date	May 13, 2025
Previous Inspection Date	N/A
Total Length	300' (91.4m)
Bridge Design Load	E-50
Feature Crossed	Unnamed Waterway
Superstructure	Timber Stringers
Substructure	Square Timber Column Bents
Track Alignment	Tangent to 8°-00' Curve
Rail Weight	85lb
Track Gradient	-1.38%

Figure 3-52: Bridge General Arrangement Drawing - Mile 29.9

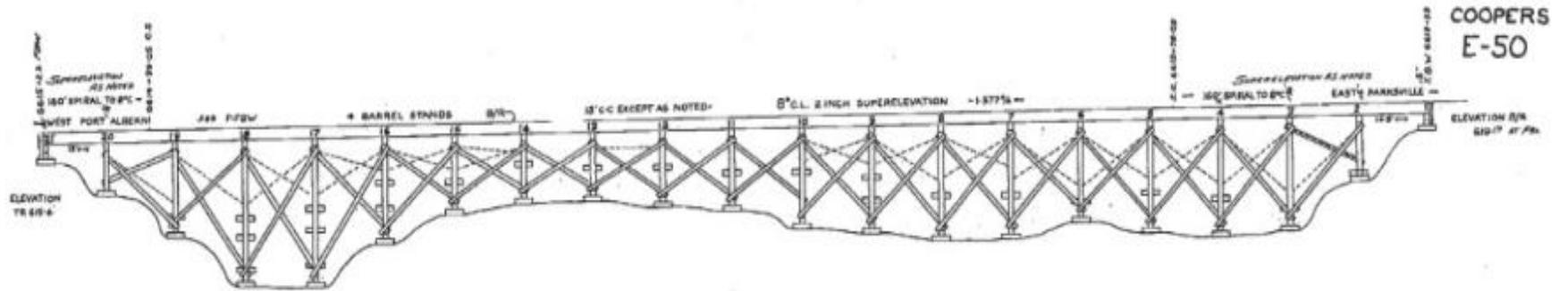


Figure 3-53: Bridge at Mile 29.9 – Deck View Looking West



Figure 3-54: Bridge at Mile 29.9 – Side View Looking West



Figure 3-55: Bridge at Mile 29.9 – Decayed Mud Sills – Post 3, Bent 7



3.18.1 General Observations and Ratings

Approaches

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- Refuge bays are decayed and in poor condition.
- A large number of deck ties are fully decayed with the others in poor condition and in need of replacement.
- The guard timbers are covered in moss but in fair condition.
- The bridge deck is in poor condition.

Superstructure

- Stringers are in fair condition with no concerns noted.
- Overall, the superstructure is in fair condition.

Substructure

- Bent caps are in fair condition with no concerns noted.
- Mud sills are in fair to poor condition. Some are deteriorating as they are in the splash zone of the waterway.
- Mud sills are undermined at Bent 3-Post 1 and at Bent 7-Post 3.
- Mud sills at Bent 8-Post 3&4 have minor decay.
- Cribbing at mud sills at Post 3 – Bent 7 and 8 have severe decay.
- Mud sills at Bent 10-Post 3&4 are settling and leaning north.
- Braces were in fair condition overall, except for one that was observed to be split.
- The overall condition of the substructure is fair to poor.

3.18.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair to poor due to the poor condition of the deck and sills.

The following is a list of recommendations and approximate associated costs:

Table 3-34: Bridge Mile 29.9: Recommendations and Cost

Recommendations	Description	Cost
Replace Deck Ties	The majority of deck ties are in poor condition and are recommended to be replaced.	\$195,000
Replace Mud Sills	Various mud sills are deteriorating or undermined. Replacement of two of the mud sills at Bent 7 and 8 is recommended.	\$4,000
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$10,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$209,000

3.19 Mile 36.5

The Mile 36.5 bridge is a 228ft long deck plate girder / deck truss bridge crossing over Kitsuksus Creek. A drone flight was conducted at the time of inspection.

Table 3-35: Bridge - Mile 36.5

Original Construction Date	1911 (Deck Truss), 1927 (West-span), and 1928 (East span)
Inspection Date	May 13, 2025
Previous Inspection Date	August 15, 2019
Total Length	228' (69.5m)
Bridge Design Load	E-50 (per SVI inventory, not confirmed)
Feature Crossed	Kitsuksus Creek
Superstructure	Deck Plate Girders and Deck Truss
Substructure	Concrete Abutment and Piers
Track Alignment	6°-00' Curve
Rail Weight	85lb
Track Gradient	-1.37%

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Figure 3-56: Bridge General Arrangement Drawing - Mile 36.5

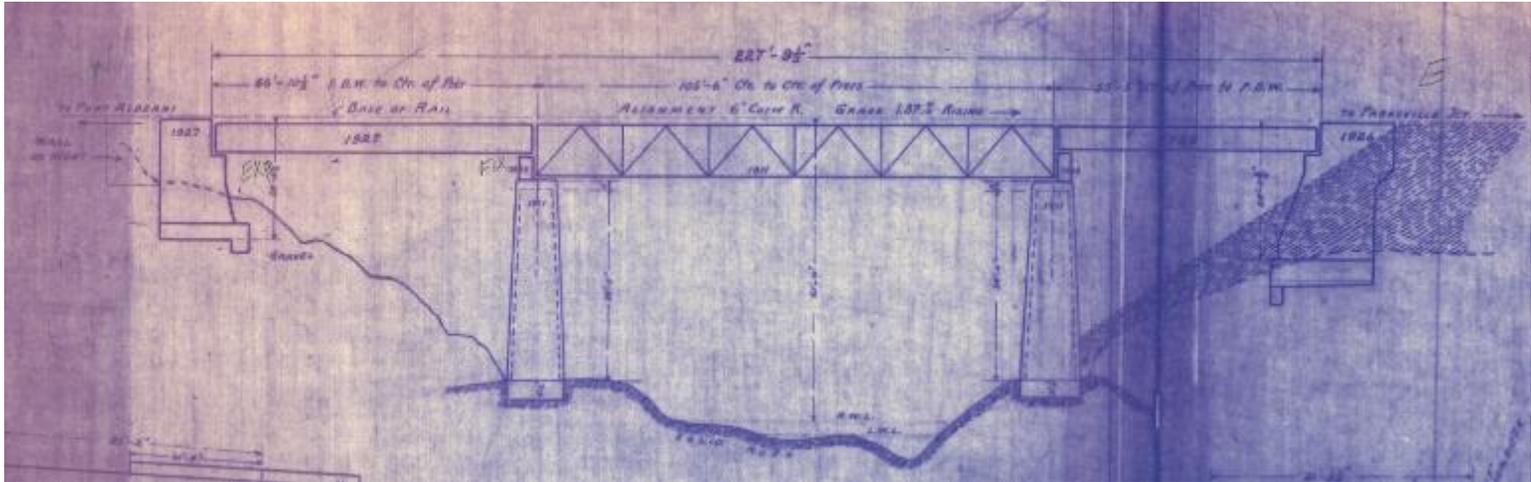


Figure 3-57: Bridge at Mile 36.5 – Deck View Looking East



Figure 3-58: Bridge at Mile 36.5 – Birds Eye View



Figure 3-59: Bridge at Mile 36.5 – West Pier



3.19.1 General Observations and Ratings

Approaches/Track Surface

- Approaches on either side of the bridge are in fair condition.

Bridge Deck

- The bridge deck is in fair condition.
- Running and Jordan rails are in fair condition.

Superstructure

- Span 1 - Deck Plate Girder:
 - Up to 1/4" pitting on horizontal surface.
 - Surface rust throughout.
- Span 2 - Deck Truss:
 - Up to 1/8" pitting on horizontal surface.
 - Surface rust throughout.
 - The south-west bearing anchor bolt on Pier 2 is raised and coming off the bearing plate.
 - Bottom chord does not have any drainage as it has a bottom cover plate and is full of debris.
- Span 3 - Deck Plate Girder:
 - Up to 1/4" pitting on horizontal surface.
 - Surface rust throughout.
- Overall, the superstructure is in fair condition.

Substructure

- Concrete piers appear to be in fair condition.
- The overall condition of the substructure is fair.

3.19.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair with only minor items to address. There is no further deterioration or items of concern compared to the previous 2019 inspection.

The following is a list of recommendations and approximate associated costs:

Table 3-36: Bridge Mile 36.5: Recommendations and Cost

Recommendations	Description	Cost
Replace Bearing Anchor Bolts	The bearing anchor bolts have lifted out at the SW bearing of Pier 2 and should be replaced.	\$10,000
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended where feasible to reduce the risk of timber decay and fire hazard.	\$5,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$15,000

3.20 Mile 37.1

The Mile 37.1 bridge is a 151.5ft long deck plate girder bridge crossing over Roger Creek. A drone flight was conducted at the bridge at time of inspection.

Table 3-37: Bridge - Mile 37.1

Original Construction Date	Unknown
Inspection Date	May 13, 2025
Previous Inspection Date	August 15, 2019
Total Length	151.5' (46.2m)
Bridge Design Load	E-50
Feature Crossed	Roger Creek
Superstructure	Deck Plate Girder
Substructure	Concrete Abutments and Piers
Track Alignment	6°-00' Curve
Rail Weight	85lb
Track Gradient	-1.40%

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Figure 3-60: Bridge General Arrangement Drawing - Mile 37.1

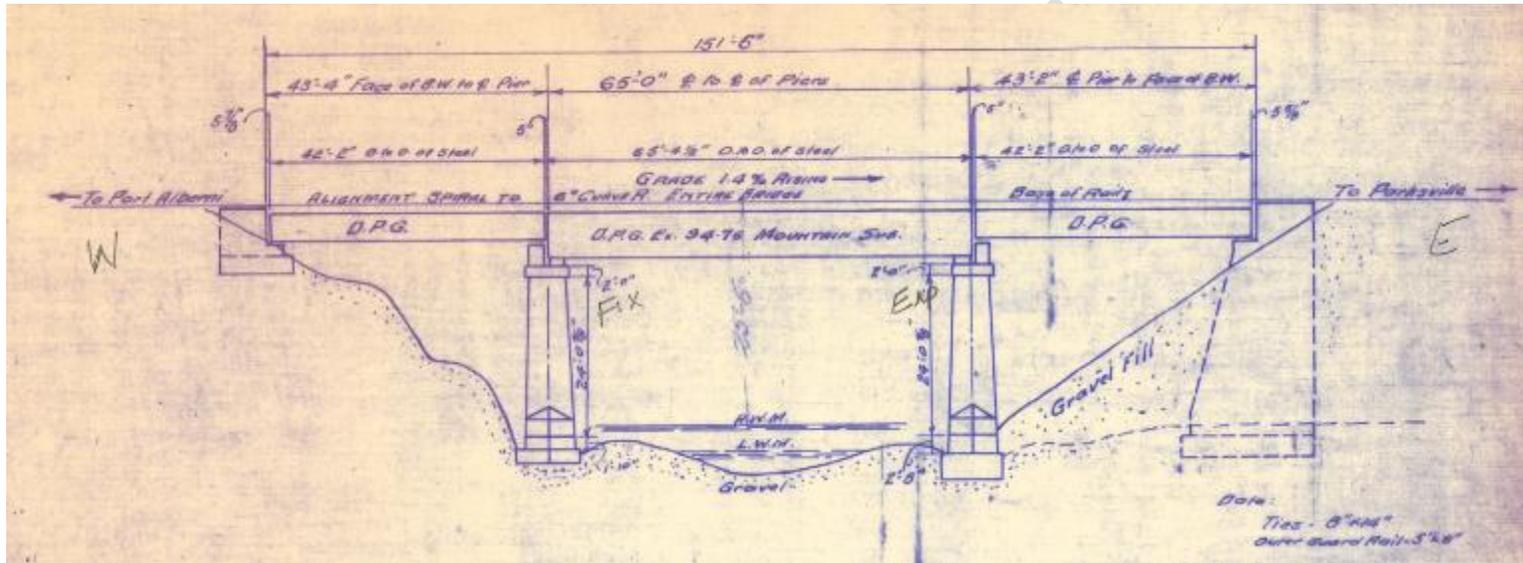


Figure 3-61: Bridge at Mile 37.1 – Deck View Looking West



Figure 3-62: Bridge at Mile 37.1 – Pier View



Figure 3-63: Bridge at Mile 37.1 – Pier 2 Foundation Minor Scour



3.20.1 General Observations and Ratings

Approaches

- Approaches on either side of the bridge are in fair condition.
- Minor ballast loss and undermining at end of ties at east abutment, north side.

Bridge Deck

- Running rail and Jordan rail are observed to be in fair condition.
- The bridge deck is in fair condition.

Superstructure

- Span 1 - Deck Plate Girder:
 - Up to 3/16" pitting on gussets/cover plates.
 - Girder 2 has an 8" shim on top of the top flange cover plates.
 - Pack rust was observed On girder 2 cover plates.
 - Surface rust throughout.
- Span 2 - Deck Plate Girder:
 - Up to 1/4" pitting on horizontal surface.
 - The top lateral at Bay 3 is twisted and damaged.
- Span 3 - Deck Plate Girder:
 - Timber shims on girder 1 (north).
 - Up to 3/16" pitting on gussets/cover plates.
 - On girder 2 cover plates pack rust was observed.
 - Surface rust throughout.
- Overall, the superstructure is in fair condition.

Substructure

- Concrete piers / abutments appear to be in fair condition.
- Minor scouring on foundation of Pier 2 observed.
- The overall condition of the substructure is fair.

3.20.2 Recommendations and Costs

Overall, the condition of the bridge is considered to be fair with only minor items to address. There is no further deterioration or items of concern compared to the previous 2019 inspections.

The following is a list of recommendations and approximate associated costs:

Table 3-38: Bridge Mile 36.5: Recommendations and Cost

Recommendations	Description	Cost
Brush Clearing Around Bridges	General vegetation clearing around the bridge is recommended to provide proper sightlines for vehicles operating over the bridge and to facilitate further inspection and rehabilitation of the bridge.	\$3,000
Visual Bridge Inspection	It is recommended that annual inspections be conducted on the bridge once the required upgrades are completed for 10 ton hi-rail access. This will ensure the bridge remains in operating condition ahead of any emergency access needs.	N/A
Total (without contingency)		\$3,000

4 References

- 2020 WSP - Island Rail Corridor Condition Assessment – Track Condition Assessment
- 2020 WSP - Island Rail Corridor - Bridge Assessment
- 2022 WSP – Bridge Load Ratings Port Alberni Subdivision Mileage 13.7, 13.8, 14.0, 14.6
- AREMA Bridge Inspection Handbook

Appendix A: Track Condition Summary Table

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Appendix B: Bridge Condition Summary Table

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Appendix C: Port Alberni Subdivision – Track Chart

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Appendix D: Port Alberni Subdivision – Culvert List

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