



Board of Directors Meeting
Wednesday, April 22, 2026

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/22-4-2026/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_pDfIFbV3RHmjh6PltOtvVQ

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. **INVITED PRESENTATIONS**

- a. **Eddie Kunderman, Operations Manager, 5 Year Anniversary (J. Brunn, General Manager of Community Services)**

5. **DELEGATIONS (10 minute maximum)**

- a. **Patrick Schmidt, CEO, Adrien Mullin, Tourism Development Manager, Huu-ay-aht Group of Businesses, regarding Huu-ay-aht Group of Businesses Temporary Use Permit application for 390 Grappler Road, Bamfield**

6. **CONSENT AGENDA**

- | | | |
|----|---|--------------|
| a. | Board of Directors Meeting – April 8, 2026 | 8-13 |
| b. | Sproat Lake APC Meeting – March 26, 2026 | 14-16 |
| c. | Board Remuneration Committee Meeting - April 8, 2026 | 17-19 |
| d. | Beaver Creek APC Meeting – April 15, 2026 | 20-22 |

THAT the items a to d on the consent agenda be received and adopted.

7. **ITEMS REMOVED FROM CONSENT AGENDA**

8. **PUBLIC INPUT PERIOD**

(15 minutes total. Public will be permitted to speak for up to 3 minutes on an agenda item. No video, use of presentations, handouts, or props are permitted. Virtual attendees, raise your hand in Zoom to request to speak. In-person attendees, raise your hand to request to speak.

9. **CORRESPONDENCE FOR INFORMATION**

(ALL/UNWEIGHTED)

- | | | |
|----|--|--------------|
| a. | HONOURABLE TAMARA DAVIDSON, MINISTER OF ENVIRONMENT AND PARKS | 23-25 |
| | Letter responding to accessibility concerns at MacMillan Park (Cathedral Grove) | |
| b. | WAYNE MERK, RESIDENT | 26-27 |
| | Letter providing feedback on the Preferred Emergency Route | |
| c. | ABU HASAN MUHAMMED JAHANGIR, GENERAL SECRETARY & CO-LEAD, ORGANIZING COMMITTEE – FIFA 2026 ACTIVITIES IN ALBERNI VALLEY | 28 |
| | Letter requesting ACRD representation on the 2026 Alberni Valley Indigenous-Led World Cup Community Celebrations Committee | |

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

10. **CORRESPONDENCE FOR ACTION**

(ALL/UNWEIGHTED)

- | | | |
|----|---|--------------|
| a. | REQUEST FOR LETTER OF SUPPORT | 29-34 |
| | Agrohope Farms & Products Inc, requesting a letter of support for the regional implementation of an immediate economic stabilization model to protect small businesses affected by the uninsured business crisis. | |

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors issue a letter of support to Agrohope Farms & Products Inc.'s proposed regional immediate economic stabilization initiative addressing the uninsured business crisis.

- b. **REQUEST FOR LETTER OF SUPPORT** **35-38**
Island Coastal Economic Trust, requesting a letter of support for advancing legislation to modernize the Island Coastal Economic Trust and position it for long-term impact through strategic provincial investment.

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors issue a letter of support endorsing the advancement of legislation to modernize the Island Coastal Economic Trust, to position the Trust for long-term impact through strategic provincial investment.

11. REQUEST FOR DECISION REPORTS

- a. **REQUEST FOR DECISION** **39-40**
Interregional Transit Feasibility Study
(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to write a letter to B.C. Transit requesting the initiation of a feasibility study into the viability of interregional transit service between Port Alberni and the Regional District of Nanaimo, as identified in the Port Alberni Transit Future Service Plan.

- b. **REQUEST FOR DECISION** **41-42**
West Coast Transit Bus Shelter Installation, Planning, and Design —
Contract Award
(ALL/WEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors award the West Coast Transit Bus Shelter Installation, Planning, and Design contract to R.F. Binnie and Associates Ltd. in the amount of \$81,960.00 (excluding GST).

- c. **REQUEST FOR DECISION** **43-44**
Appointment of Election Officers – Cherry Creek Hall Grant-in-Aid
Referendum
(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Cynthia Dick to the position of Chief Election Officer and Heather Zenner to the position of Deputy Chief Election Officer for the purposes of organizing and conducting the Cherry Creek Community Hall Grant-in-Aid Service Establishment referendum for the Alberni-Clayoquot Regional District.

12. PLANNING MATTERS

12.1 ELECTORAL AREA DIRECTORS

- a. **TUP25016, HFN LANDS CORP, 390 GRAPPLER ROAD (BAMFIELD)** 45-57
Temporary Use Permit – Report and Permit

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit application TUP25016 subject to neighbourhood notification as per Local Government Act s.494.

- b. **TUP26001, HOERAUF, 9010 BRYSON RD (BEAUFORT)** 58-70
Temporary Use Permit – Report and Permit

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP26001 subject to the following:

- *Health and safety inspection by the ACRD Building Inspector.*
- *Neighbourhood notification as per Local Government Act s.494*

- c. **RD25005, WARREN, 10203 WOODSLEE LOOP (SPROAT LAKE)** 71-79
Rezoning – Memorandum and Bylaws

THAT Bylaw P1536, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be adopted.

THAT Bylaw P1537, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

- d. **MISC25003, 1257819 BC LTD, 10412 LAKESHORE RD (SPROAT LAKE)** 80-122
Miscellaneous Referral – Public Meeting Report and Minutes

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

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

THAT the Alberni-Clayoquot Regional District Board of Directors proceed with amendments to Restrictive Covenants FB194074 and FB194076, registered to the property at 10412 Lakeshore Road, to allow for the proposed development of up to eleven (11) dwelling units, each with a maximum floor area of 2,000 square feet, and two (2) road accesses into the property from Aldan Road.

- e. **RE22009, TILLEY, 5750 FALLS ST (BEAVER CREEK)** 123-190
Rezoning – Report and Bylaws

THAT Bylaw P1465, Beaver Creek Official Community Plan Amendment Bylaw, be read a first time.

THAT Bylaw P1466, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a first time.

THAT Bylaw P1482, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaws P1465, P1466 and P1482 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaws P1465, P1466 and P1482 is subject to:

- a. Support from the Tseshaht and Hupacasath First Nations.*
- b. The applicants agreeing to a covenant to limit the siting of all campsites to a Flood Construction Level established by a Geotechnical Engineer and to certify that the property is safe for the intended use as it relates to seasonal flooding and tsunami inundation.*
- c. Agreement to include the property within the Beaver Creek Water Service Area and confirmation that the Beaver Creek Water System can service the 100-site campground, or confirmation of a suitable alternative for water servicing.*
- d. Confirmation from a Registered On-Site Wastewater Practitioner that the property has the capacity to accommodate on-site sewage disposal for the 100-site campground.*
- e. Issuance of a Commercial Access Permit from the Ministry of Transportation & Transit.*
- f. Completion of a traffic study to assess the impact of the development on the road network.*
- g. Registration of an Easement over the existing driveway to provide continued access to the neighbouring property described as Parcel E, District Lot 7.*
- h. Meeting all technical referral agency requirements.*

f. DVE25013, COLLINS/CHALMERS, LOT 2, WILLOW ROAD (BEAVER CREEK) 191-200

Development Variance – Report and Permit

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuing development variance permit DVE25013 subject to neighbour notification as per Local Government Act s. 499.

Development Variance DVE25013 to allow for the siting of a single-family dwelling:

- i. Development variance of the ACRD Zoning Bylaw, Schedule II Bulk and Site Regulations to reduce the required front yard setback in the Rural (A2) District from 15.2 m (50 ft) to 10.4 m (34.1 ft).*
- ii. Development variance of the ACRD Zoning Bylaw, Schedule II Bulk and Site Regulations to reduce the required side yard setback along the north lot line in the Rural (A2) District from 4.6 m (15 ft) to 2.5 m (8.2 ft)*

iii. Development variance of Section 6.2(4)(a) of the ACRD Zoning Bylaw to reduce the required watercourse setback from 30.5 m (100 ft) to 17.8 m (58.4 ft).

13. REPORTS

13.1 STAFF REPORTS

(ALL/UNWEIGHTED)

- | | | |
|----|---|---------|
| a. | Area 'C' OCP Phase 4 Engagement Report | 201-222 |
| b. | Meeting Schedule — May 2026 | 223 |
| c. | Building Report — March 2026 | 224 |
| d. | Agreement and Grant Report — March 2026 | 225 |

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

13.2 COMMITTEE REPORTS

(ALL/UNWEIGHTED)

- a. **Agricultural Development Committee, April 21, 2026 (Verbal) - Fred Boyko**
- b. **Electoral Area Directors Committee, April 22, 2026 (Verbal) - Mike Sparrow**

THAT the Alberni-Clayoquot Regional District Board of Directors receive the committee reports.

13.3 MEMBER REPORTS

(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Member Reports.

14. OTHER BUSINESS (including Late Items)

Late Items are defined as matters arising after the preparation of the agenda which, if not acted upon in a timely manner, would prejudice or compromise either the Regional District's position or the position of a constituent or group of constituents.

15. QUESTION PERIOD

(15 minutes total. Public will be permitted to ask questions for up to 3 minutes on an agenda item. No video, use of presentations, handouts, or props are permitted. Virtual attendees, raise your hand in Zoom to request to speak. In-person attendees, raise your hand to request to speak).

16. RECESS

(ALL/UNWEIGHTED)

Motion to recess the Regular Board of Directors Meeting in order to conduct the Regional Hospital District Meeting.

17. RECONVENE

18. 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 municipality or another position appointed by the municipality*
- ii. 90 (1) (k): negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public*

19. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

20. ADJOURN

(ALL/UNWEIGHTED)

**Next Board of Directors Meeting: Wednesday, May 13, 2026, 1:30pm
Regional District Board Room & Zoom**



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, APRIL 8, 2026, 1:30 PM

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

DIRECTORS

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

PRESENT:

Debbie Haggard, Vice-Chairperson, Councillor, City of Port Alberni

Bob Schmitt, 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

Moriah Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Member of Council, Toquaht Nation

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

REGRETS:

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

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Alex Dyer, General Manager of Planning & Development

Jenny Brunn, General Manager of Community Services

Cynthia Dick, General Manager of Administrative Services

Heather Zenner, Manager of Administrative Services

Shane Koren, Acting Chief Financial Officer

Janice Hill, Executive Assistant

Tanya Carothers, Solid Waste Manager

Jaleen Rousseau, Planning Manager

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

<https://www.acrd.bc.ca/events/8-4-2026/>

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.

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

2. APPROVAL OF AGENDA

The Motion was MOVED and SECONDED

THAT the agenda be approved as amended to add late agenda item 11(a) update to the Alberni-Clayoquot Regional District Financial Statements - 2025, and late agenda item 12.1 (b) RD25005, Warren, 10203 Woodslee Loop, letter of correspondence.

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. INVITED PRESENTATIONS

- a. **Lenora Lee, Lead Audit Engagement Partner and Cameron Rice-Gural, Senior Manager, KPMG, Presentation of 2025 audit findings for ACRD**

Director Cootes entered the meeting at 1:48 pm.

5. DELEGATIONS (10 minute maximum)

- a. **Michelle Hall, Campaign and Donor Relations Lead, Clayoquot Biosphere Trust, Grant-in-Aid application**

6. CONSENT AGENDA

- a. **Board of Directors Meeting – March 25, 2026**

The Motion was MOVED and SECONDED

THAT items a on the consent agenda be adopted.

CARRIED UNANIMOUSLY

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC INPUT PERIOD

9. CORRESPONDENCE FOR INFORMATION

- a. **COMOX VALLEY REGIONAL DISTRICT**

Letter regarding the Adoption of Comox Valley Regional Growth Strategy Minor Amendment Bylaw

b. ISLAND COASTAL ECONOMIC TRUST

- Email regarding Recommendations for Co-Governance of the Island Coastal Economic Trust
- Email regarding News from the Coast

The Motion was MOVED and SECONDED

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

CARRIED UNANIMOUSLY

10. CORRESPONDENCE FOR ACTION

11. REQUEST FOR DECISION REPORTS

a. Request for Decision regarding the Alberni-Clayoquot Regional District Financial Statements — 2025

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2025 Audited Financial Statements for the ACRD as presented.

CARRIED UNANIMOUSLY

b. Request for Decision regarding Agricultural Advisory Committee Terms of Reference Amendment — City of Port Alberni Agricultural Land Reserve Applications

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors request that the City of Port Alberni refer all Agricultural Land Commission applications in the region to the ACRD Agricultural Advisory Committee for input.

CARRIED UNANIMOUSLY

12. PLANNING MATTERS

12.1 ELECTORAL AREA DIRECTORS

**a. DVD25012, BRAIDEN, 8467 BOTHWELL RD (SPROAT LAKE)
Development Variance Permit – Report and Permit**

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuing development variance permit DVD25012 subject to neighbour notification as per Local Government Act s. 499.

CARRIED UNANIMOUSLY

- b. **RD25005, WARREN, 10203 WOODSLEE LOOP (SPROAT LAKE)**
Rezoning – Bylaw and Memorandum

The Motion was MOVED and SECONDED

THAT Bylaw P1536, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a first, second and third time.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT Bylaw P1537, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first, second and third time.

CARRIED UNANIMOUSLY

- c. **TUP25018, HOILES/MCGRAIL, 8790 STIRLING ARM DR (SPROAT LAKE)**
Temporary Use Permit – Report and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP25018 subject to neighbourhood notification as per Local Government Act s.494.

CARRIED UNANIMOUSLY

- d. **TUP25017, ELMORE, 9195 FABER RD (SPROAT LAKE)**
Temporary Use Permit – Report and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP25017 subject to neighbourhood notification as per Local Government Act s.494.

CARRIED UNANIMOUSLY

13. REPORTS

13.1 STAFF REPORTS

13.3 MEMBER REPORTS (ALL/UNWEIGHTED)

- a) Electoral Area 'E' Beaver Creek- **S. Roth** - Provincial government is receiving input until April 10th on the Provincial budget consultation.
- b) Electoral Area 'D' Sproat Lake- **P. Cote**- Had a meeting with MLA Osborne on April 8th and discussed the following topics: Tofino General Hospital, Complex Care Facility, Emergency Routes from the Alberni Valley, housing needs assessments, legislative reform, and inclusive governance. Recently met with Sproat Lake Advisory Planning Commission related to the re-write of the Official Community Plan.
- c) Electoral Area 'B' Beaufort- **F. Boyko** - Beaufort is doing well with the OCP process through the Beaufort Advisory Planning Commission. There will be another OCP meeting in May, and a townhall meeting in June.
- d) Huu-ay-aht First Nations- **J. Jack**- Huu-ay-aht will be holding a by-election in the near future.

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Member Reports.

CARRIED UNANIMOUSLY

14. OTHER BUSINESS (including Late Items)

15. QUESTION PERIOD

16. IN-CAMERA

The Motion was MOVED and SECONDED

THAT the meeting be closed to the public as per the Community Charter, sections:

- 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 municipality or another position appointed by the municipality*

CARRIED UNANIMOUSLY

The meeting was closed to the public at 2:37 pm.

The meeting was re-opened to the public at 2:48 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolution passed at the in-camera portion of the January 28, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors grant permission to issue a letter of support for Coulson Aviation's application to the "Launch the North: Accelerating Canada's Sovereign Access to Space" program.

The following resolution passed at the in-camera portion of the March 11, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors appoints member-at-large Roberta Jensen, and previous Directors John McNabb and Stefan Ochman to the 2026 Board Remuneration Committee.

The following resolution passed at the in-camera portion of the April 8, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Janessa Dornstauder to a three (3) year term on the ACRD Board of Variance.

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the above in-camera resolutions.

CARRIED UNANIMOUSLY

18. ADJOURN

The Motion was MOVED and SECONDED

THAT this meeting be adjourned at 2:50 pm.

CARRIED UNANIMOUSLY

Certified Correct:

John Jack,
Chairperson

Heather Zenner,
Manager of Administrative Service



Alberni-Clayoquot Regional District

MINUTES OF THE SPROAT LAKE ADVISORY PLANNING COMMISSION MEETING HELD ON THURSDAY, MARCH 26, 2026, 7:00PM

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

MEMBERS Walter Konkin (Chairperson)

PRESENT: Joann Bessler
Sheri Gerigk
Mark Marley
Geo Monrufet
Len Watts

REGRETS: Ken Watts, Chief Councilor, Tseshaht First Nations
Mark Molander

OTHER PRESENT: Penny Cote, Director, Electoral Area "D" (Sproat Lake)
John Salmen, applicant (RD25006)
Cathy Braiden, applicant (DVD25012)
Robert Elmore, applicant (TUP25017)
Chris McGrail, applicant (TUP25018)
Steve Hoiles, applicant (TUP25018)

STAFF PRESENT: Alex Dyer, General Manager of Planning & Development
Jaleen Rousseau, Planning Manager
Alima Khoja, Planner 1
Maddie Graham, Planning Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/26-3-2026/>

1. CALL TO ORDER

The meeting was called to order at 7:04pm.

It was recognized that this meeting was held throughout the Nuu-chah-nulth territories.

The General Manager of Planning & Development reported that this meeting is being recorded and livestreamed to YouTube on the Regional District website.

2. DECLARATIONS

3. CORRESPONDENCE

4. **PLANNING APPLICATIONS**

a. **RD25006 – 10125 Stirling Arm Crescent (Coulson Forest Products Ltd)**

The APC received an overview of the application to increase lot coverage from 15% to 20% for a property rezoned in 2024 to allow industrial-scale personal storage. The requested increase would accommodate the proposed building and a future smaller storage building. APC members discussed the following items:

- Identified concerns for site drainage
- Construction impact of the surrounding area
- Fire Protection concerns
- Building setbacks and encroachment into landscape buffer

The Motion was MOVED and SECONDED

THAT the Sproat Lake Advisory Planning Commission recommends that the application be deferred, pending additional information regarding reduced side setbacks, potential encroachment into the landscape buffer and its management, site drainage secured through a restrictive covenant, and preliminary septic design.

CARRIED UNANIMOUSLY

b. **DVD25012 – 8467 Bothwell Road (Braiden)**

The APC received an overview of the application, noting that the applicant is applying for a two-lot strata subdivision which would result in a ~0.24 ha (0.6 ac) parcel along Faber Road, and a remainder parcel of ~1.46 ha (3.6 ac). The applicant has requested to reduce the watercourse setback for proposed strata-lot 2, from 30.48 m (100 ft) to a 15 m (49.21 ft) setback, to increase flexibility when siting the future home and accessory buildings. APC members discussed the following items:

- Future changes in water flow
- Septic placement on the property
- Recreational water access

The Motion was MOVED and SECONDED

THAT the Sproat Lake Advisory Planning Commission supports the application as proposed.

CARRIED

c. **TUP25017 – 9195 Faber Road (Elmore)**

The APC received an overview of the application, which highlighted the property owner maintain a three-bedroom single family residence located on Sproat Lake. The requested Temporary Use Permit (TUP) would allow to operate a Short-Term Vacation

Rental (STR) for six weeks of the year. It was noted by the applicant, and clarified by staff, that the report had an incorrect number of bedrooms, citing the house has five bedrooms, not three as was listed in the staff report. The APC discussed the following items:

- Concerns related to noise, from it being a larger rental
- Parking availability
- Septic Capacity
- Housing shortage in the Sproat Lake Area

The Motion was MOVED and SECONDED

THAT the Sproat Lake Advisory Planning Commission supports the application with the update to reflect a five-bedroom short-term rental with a maximum of four cars.

CARRIED

d. TUP25018 – 8790 Stirling Arm Drive (Hoiles)

The APC received an overview of the application and property. No concerns were raised.

The Motion was MOVED and SECONDED

THAT the Sproat Lake Advisory Planning Commission supports application as presented.

CARRIED

5. LATE BUSINESS

6. ADJOURN

The Motion was MOVED and SECONDED

THAT the meeting be adjourned at 8:26 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Walter Konkin
Chairperson

Maddie Graham
Planning Assistant



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD REMUNERATION COMMITTEE MEETING

HELD ON WEDNESDAY, APRIL 8, 2026, 9:00 AM

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

MEMBERS Roberta Jensen, Member-at-large
PRESENT: John McNabb, Chairperson, Previous Elected Director
Stefan Ochman, Previous Elected Director

STAFF PRESENT: Cynthia Dick, General Manager of Administrative Services
Heather Zenner, Manager of Administrative Services
Shane Koren, Acting Chief Financial Officer

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/8-4-2026/>

1. **CALL TO ORDER**

The General Manager of Administrative Services (GMAS) called the meeting to order at 9:04 am.

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

The GMAS 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.

The Motion was MOVED and SECONDED

THAT John McNabb be appointed as the Chairperson for the Board Remuneration Review Committee.

CARRIED UNANIMOUSLY

2. **APPROVAL OF AGENDA**

The Motion was MOVED and SECONDED

THAT the agenda be approved as amended to include the following late items under 11.1 (a) Staff Reports: 2026 Board Remuneration Committee- 1st Meeting:

- *District of Ucluelet Council Remuneration*

- *Regional District of Mount Waddington Board Remuneration*

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. INVITED PRESENTATIONS

5. DELEGATIONS (10 minute maximum)

6. ADOPTION OF MINUTES

7. PUBLIC INPUT PERIOD

8. CORRESPONDENCE FOR INFORMATION

9. CORRESPONDENCE FOR ACTION

10. REQUEST FOR DECISION REPORTS

11. REPORTS

11.1 STAFF REPORTS

- a. 2026 Board Remuneration Committee — 1st Meeting

The Motion was MOVED and SECONDED

THAT the Board Remuneration Committee receive report a.

CARRIED UNANIMOUSLY

12. OTHER BUSINESS (including Late Items)

13. QUESTION PERIOD

14. IN-CAMERA

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

16. ADJOURN

The Motion was MOVED and SECONDED

THAT this meeting be adjourned at 10:18 am.

CARRIED UNANIMOUSLY

Certified Correct:

John McNabb
Chairperson

Cynthia Dick,
General Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE BEAVER CREEK ADVISORY PLANNING COMMISSION MEETING HELD ON WEDNESDAY, APRIL 15, 2026, 7:00 PM

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

MEMBERS Gordon Blakey (Chairperson)

PRESENT: Christy Arsenault
Sue Thomas
Clark Power
Jim Warm

REGRETS: Brad Jasken
Nicholas Andre Thierstein

OTHERS PRESENT: Susan Roth, Director, Electoral Area "E" Beaver Creek
Penny Tilley, applicant (RE22009)
Tyson Tilley, applicant (RE22009)
Trent Tilley, applicant (RE22009)
Nathan Collins, applicant (DVE25013)
Alana Chalmers, applicant (DVE25013)

STAFF PRESENT: Alex Dyer, General Manager of Planning & Development
Maddie Graham, Planning Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/15-4-2026/7851/?catid=0>

1. **CALL TO ORDER**

The meeting was called to order at 7:00pm.

It was recognized that this meeting was held throughout the Nuu-chah-nulth territories.

The General Manager of Planning & Development 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**

The Motion was MOVED and SECONDED

THAT the agenda be approved as circulated.

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. MINUTES

a. Beaver Creek Advisory Planning Commission Meeting held December 2, 2025

The Motion was MOVED and SECONDED

THAT the minutes of the Beaver Creek Advisory Planning Commission meeting held on December 2, 2025, be adopted.

CARRIED UNANIMOUSLY

5. CORRESPONDENCE

6. PLANNING APPLICATIONS

a. DVE25013 – Lot 2, Willow Road (Collins)

The APC members received an overview of the application; no concerns were addressed.

The Motion was MOVED and SECONDED

THAT the Beaver Creek Advisory Planning Commission supports the application as proposed.

CARRIED UNANIMOUSLY

b. RE22009 – 5750 Falls Street (Tilley)

The APC members received an overview of the application and new information provided in the updated application. The following items were discussed:

- Timeline of application review process.
- Plans for water source, and water connection.

The Motion was MOVED and SECONDED

THAT the Beaver Creek Advisory Planning Commission supports the application as proposed.

CARRIED UNANIMOUSLY

7. LATE BUSINESS

8. ADJOURN

The Motion was MOVED and SECONDED

THAT the meeting be adjourned at 7:20 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Gordon Blakey
Chairperson

Maddie Graham
Planning Assistant



Reference: 419227

April 7, 2026

John Jack, Chairperson
And Directors
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Sent via email: jjack@acrd.bc.ca

Dear Chairperson Jack and Directors:

Thank you for your letter of January 28, 2026, regarding accessibility concerns at MacMillan Park (Cathedral Grove). We appreciate your government's feedback and the thoughtful attention your Accessibility Committee is giving to inclusion in outdoor spaces.

At BC Parks, we are committed to building a provincial parks system that is welcoming and meaningfully accessible to all. We recognize that for many individuals and communities, barriers—both visible and invisible—can limit access to nature. That's why we've developed the [BC Parks Commitment to Inclusion](#), a framework guiding our efforts to remove these barriers and create inclusive environments across the province.

Recent initiatives throughout the province include:

- Upgrading facilities such as washrooms, parking lots, pathways and docks to meet accessibility standards.
- Incorporating universal design principles into all new campground and recreation expansion projects.
- Partnering with community organizations to support adaptive recreation equipment and inclusive programming; and
- Providing training for staff and developing accessible publications and signage that reinforce our values of diversity and inclusion.

...2

While we are proud of the progress made (over 25 accessibility-related projects were completed last year and more than 20 are underway this year), we also acknowledge that not every park can be made fully accessible immediately. We are actively exploring options and prioritizing upgrades based on need, feasibility and available resources. Your patience and continued collaboration are greatly appreciated as we work toward these goals.

We have reviewed your committee's feedback and understand their frustration with the parking situation at MacMillan Park. While we have worked to explore solutions, initial options like moving the parking barriers forward to create more pathway space are unfortunately not possible when trying to balance highway safety concerns that we recognize the Alberni-Clayoquot Regional District (ACRD) are also concerned about. We are exploring other options to possibly expand the pathway behind the parking barriers. We expect this process will take some time and appreciate your patience, as the project will require ecological and structural assessments as well as First Nations consultation before proceeding (pending funding availability).

As you may be aware, I recently had the opportunity to tour MacMillan Park and view the accessible trail network constructed on the park's north side, part of the significant investment in accessible infrastructure there. Further improvements for the south side of the park are being designed and are targeted to begin in 2026. I am confident that your feedback will be considered when planning these upgrades. I had the pleasure of being accompanied on the visit by your local MLA, the Honourable Josie Osborne, who as you know has extensive knowledge of issues surrounding the park. She clearly conveyed the significance of the park as a local destination and the need for ongoing dialogue to explore options to manage visitation.

Repeating an offer made previously to the ACRD's Accessibility Committee—BC Parks is collaborating with community organizations through its Inclusion Steering Committee and would welcome the ACRD's involvement on that initiative. More information can be found on our accessibility [webpage](#). Additionally, we encourage your committee to engage with the [Accessibility Directorate](#) of the B.C. Government, which is leading province-wide efforts to improve accessibility across sectors.

Thank you again for your advocacy and commitment to making B.C.'s natural spaces more inclusive.

Sincerely,

A handwritten signature in black ink that reads "Tamara Davidson". The signature is fluid and cursive, with the first name being larger and more prominent than the last name.

Tamara Davidson
Minister of Environment and Parks

cc: Honourable Mike Farnworth, Minister of Transportation and Transit
Josie Osborne, MLA, Mid Island – Pacific Rim
Kristin Kerr-Donohue, Administrative Assistant, Alberni-Clayoquot Regional District

April 5, 2026.

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

Dear Chairman and board of directors,

I read in some news sources that you are considering lobbying for an alternate highway out of Port Alberni to the east side of the island and are receiving public input.

My view is that the Bamfield route and the Cowichan Lake route should not even be considered. They are very long routes. The present route toward Bamfield has places where the highway runs along the edge of a cliff which of course is entirely unsafe. It is also a very long distance to the east side of the island which is a major problem. There are no gas stations and I am not sure if cell phones even work all along that route.

The main issue is the Bamfield and Cowichan Lake routes are very long and not a reasonable solution for the population of around 25,000 who live in the Port Alberni and district. I believe, and you could confirm this but many people who travel highway 4 are using it to get to Vancouver via the ferry terminals in or near Nanaimo. That route takes roughly 1 hour 15 min. The Bamfield, Cowichan Lake routes would take literally several hours to get to the Nanaimo ferry terminals or to the Nanaimo regional hospital for medical appointments. That would be completely wrong.

Secondly, the article I read says you will listen to the consensus of municipalities, First Nations, and stakeholders. Well, what about the consensus of the general public who are the main users of highway 4? It doesn't mention anything specifically about the public who should be the runs who have the major say in what route is build.

It is fine to have input from different stakeholders of course, but to announce that you are taking the consensus from first nations, who are 5% of the population and give the appearance you are ignoring the general population doesn't make any sense. It doesn't instill much confidence in anyone reading that.

I hope you will consider that the Horne Lake route would be roughly a 30 minute trip from Port Alberni to the east side of the island near Qualicum and highway 19. That would mean a reasonable distance for people travelling to and from Nanaimo and other places on the east side of the island. Please don't even consider some long, convoluted route through the southern part of the island. It would make no sense to my way of thinking.

Sincerely,

Wayne Merk *W. F. Merk*

Port Alberni, BC

Email: 

To: ACRD Board of Directors

Attention: Administration Services

Date: April 17, 2026

Subject: Formal Request for ACRD Representation on the event committee of “2026 Alberni Valley Indigenous-Led World Cup Community Celebrations”

Dear Chair and Board of Directors,

On behalf of the Organizing Committee for the **2026 Alberni Valley Indigenous-Led World Cup Community Celebrations**, I am writing to formally invite the Alberni-Clayoquot Regional District (ACRD) to appoint a representative to our planning committee.

Our event initiative was recently awarded a **\$90,000 grant** from the Province’s Community Event Support Fund. This project aims to host high-profile celebrations across nine dates in June and July 2026, coinciding with the FIFA World Cup.

Why ACRD Involvement is Critical:

- **Regional Scope:** While major hubs include the Somass Lands and the Multiplex, our strategy includes significant activations in **Bamfield** and collaboration with the **Huu-ay-aht, Tseshaht, and Hupacasath First Nations**.
- **Economic Impact:** This event is designed to drive regional tourism and support local businesses across the entire valley, with a target of 10x ROI for the community.
- **Infrastructure & Security:** We are currently finalizing logistics with the City and the RCMP, and regional coordination is vital for a seamless visitor experience.

We believe that having an ACRD representative will ensure that the interests of the electoral areas and regional stakeholders are fully integrated into our strategy.

We look forward to your positive response and to working together to create a lasting legacy for the Alberni Valley.

Sincerely,

Abu Hasan Muhammed Jahangir

General Secretary & Co-Lead, Organizing Committee - FIFA 2026 Activities in Alberni Valley

President & CEO, Agrohope Farms & Products Inc

3072 4th Avenue, Port Alberni BC V9Y 2B9

Website: <https://fwc26vifest.ca>

Supported by:



We respectfully acknowledge that we conduct our business on the unceded traditional territories of the Hupacasath and Tseshaht First Nations.

FORMAL REQUEST TO THE ACRD BOARD OF DIRECTORS

Date: April 8, 2026

To: ACRD Board of Directors

From: Abu Hasan Muhammed Jahangir, President & CEO, Agrohope Farms & Products Inc.

Subject: Request for Letter of Support – 2026 Small Business Emergency Stabilization Regional Pilot

PURPOSE: The Applicant respectfully requests a **Letter of Support** from the ACRD Board of Directors addressed to the Ministry of Jobs, Economic Development and Innovation (JEDI) and the Minister of State for Community Safety.

PROPOSAL SUMMARY: This request concerns a regional implementation of an **Immediate Economic Stabilization** model to protect small businesses from the current "Uninsured Business Crisis".

REGIONAL COORDINATION & FISCAL NEUTRALITY: * **Administrative Alignment:** In alignment with technical consultations with municipal administrative partners, this proposal is structured to be **fiscally neutral** for local government.

- **100% Provincial Funding:** All costs for the **Regional Surveillance Network** and emergency disbursements are to be funded by the Province via a Capacity Grant.
- **Zero Resource Impact:** Reflecting collaborative feedback on operational feasibility, the pilot utilizes a **Provincially-funded Local Designate** to ensure no impact on existing regional or municipal staff resources.

REQUESTED ACTION: That the Board authorize a **Letter of Support** to position the Alberni-Clayoquot Regional District as a lead pilot site for this stabilization framework.

Strategic Concept Note: Emergency Small Business Stabilization

To: Minister of State for Community Safety

From: Abu Hasan Muhammed Jahangir

Position: President & CEO, Agrohope Farms & Products Inc. | 2nd Vice-Chair, Alberni Valley Chamber of Commerce

Date: April 4, 2026 "Revised: April 7, 2026"

Subject: Proposal for the 2026 Small Business Emergency Crime Relief Fund (Successor to the Provincial Rebate Framework)

Executive Overview

Small businesses in Port Alberni, the ACRD, and other regions of BC are currently facing an "Uninsured Business Crisis." High insurance deductibles (over \$5,000) and the expiration of previous provincial support in 2025 have left entrepreneurs vulnerable to property crime. To protect local employment and ensure a resilient economy, the Province must transition from the previous reactive "rebate" model to an Immediate Economic Stabilization model.

Proposed Policy & Procedural Amendments

Section/Focus	Former Wording (Expired 2025)	Proposed Amendment
Eligibility & Validation	Requires extensive administrative proof and primary RCMP/Police General Offence reports for all claims.	Proposed: Eligibility shall be primarily validated via the Municipal Business License number. Verification for claims under \$5,000 shall be performed by a Provincially-funded Local Designate or third-party auditor.
Disbursement Timeline	"Applications will be processed within approximately 35 business days."	Proposed: To address the cash flow crisis, emergency disbursements shall be issued via E-transfer within 1 to 3 business days (72 hours) of document submission.
Eligible Expenses	Funding is limited to physical property damage (vandalism/graffiti).	Proposed: Coverage shall be expanded to include stolen inventory, losses from counterfeit currency, and a 'Business

Section/Focus	Former Wording (Expired 2025)	Proposed Amendment
		Interruption' stipend to cover fixed costs like rent.
Public Safety Infrastructure	Business owners are responsible for their own security hardware and utility costs.	Proposed: The Province shall provide direct funding for a Municipal Surveillance Network . This shifts the cost to public safety and creates "ready-to-go" evidence packages for the RCMP.

Implementation Rationale

- **Economic Stabilization:** Small businesses cannot wait 30+ days to replace stolen stock without risking permanent closure.
- **Administrative Efficiency:** Using Local Authorities addresses the "Enforcement Gap" where the RCMP may be unable to prioritize property crimes under \$5,000.
- **Infrastructure Legacy:** A city-wide surveillance hub improves community-wide safety rather than just individual shop security.

Legislative Pathway

These operational amendments can be adopted by the Minister through a **Ministerial Directive or an Order in Council**. As these changes address a discretionary grant program rather than statutory law, they can be implemented as a pilot project for the Alberni Valley immediately.



RE: 170898 Incoming - URGENT: Strategic Proposal for the 2026 Small Business Emergency Crime Relief Fund

From Guilbault, Julina JEG:EX <Julina.Guilbault@gov.bc.ca>
Date Tue 4/14/2026 12:12 PM
To 'ahmjahangir@agrohope.ca' <ahmjahangir@agrohope.ca>; Yung.MLA, Terry LASS:EX <Terry.Yung.MLA@leg.bc.ca>
Cc Osborne.MLA, Josie LASS:EX <Josie.Osborne.MLA@leg.bc.ca>; Sharie Minions <sharie_minions@portalberni.ca>; Jolleen Dick <jolleen@albernichamber.ca>

Good morning,

Thank you for your email.

On behalf of the Honorable Minister Ravi Kahlon, Minister of Jobs, and Economic Growth and I am following up on your correspondence. We have reviewed your request and have determined that your inquiry would be better suited to Public Safety and Solicitor General's Ministry. I have taken the liberty of sharing your correspondence with them for their consideration. However, should you wish to reach out to them, yourself, their email is: PSSG.Minister@gov.bc.ca

Thank you kindly,

Julina Guilbault (she/her) Administrative Assistant

Hon. Ravi Kahlon, Minister of Jobs, and Economic Growth
Paul Choi, Parliamentary Secretary for Trade
Darlene Rotchford, Parliamentary Secretary for Armed Forces Development and Veterans Affairs
Phone: (250)-889-1551

From: ahmjahangir@agrohope.ca <ahmjahangir@agrohope.ca>
Sent: April 4, 2026 2:34 PM
To: Yung.MLA, Terry LASS:EX <Terry.Yung.MLA@leg.bc.ca>; JEG Minister JEG:EX <JEDI.Minister@gov.bc.ca>
Cc: Osborne.MLA, Josie LASS:EX <Josie.Osborne.MLA@leg.bc.ca>; Sharie Minions <sharie_minions@portalberni.ca>; Jolleen Dick <jolleen@albernichamber.ca>
Subject: 170898 Incoming - URGENT: Strategic Proposal for the 2026 Small Business Emergency Crime Relief Fund

You don't often get email from ahmjahangir@agrohope.ca. [Learn why this is important](#)

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Ministers,

I am writing to you as a BC small business owner operating in Port Alberni and the Lower Mainland. I serve as the 2nd Vice-Chair of the Alberni Valley Chamber of Commerce and as a member of the Policy and Advisory Committee to the Richmond Chamber of Commerce.

With over 30 years of experience in global trade and regional economic development, I have observed a critical systemic gap following the expiration of the Securing Small Business Rebate Program: an "Uninsured Business Crisis." In the Alberni Valley and many other communities, small businesses are bearing a growing "Social Disorder Tax" — the direct and indirect costs of property crime, vandalism, graffiti, inventory loss, and related incidents that the previous framework was too slow and too narrow to effectively mitigate.

I have attached a Strategic Concept Note outlining a proposed 2026 successor program centered on Immediate Economic Stabilization. My key recommendations include:

72-Hour Stabilization: Implement a 1–3 day emergency e-transfer disbursement to safeguard business liquidity during crises.

"Local Authority" Verification: Leverage existing municipal business licenses and on-the-ground reports from Bylaw Officers or RCMP volunteers to streamline approvals and reduce administrative delays.

Expanded Regional Coverage: Broaden eligibility to include graffiti removal, inventory loss, and counterfeit currency incidents, with an initial pilot in Port Alberni and the Alberni-Clayoquot Regional District (ACRD).

Infrastructure Legacy: Shift toward a provincially supported Municipal Surveillance Network that equips RCMP with "ready-to-go" evidence to improve response and deterrence.

As a local entrepreneur, I witness daily how these gaps erode our economic foundation and discourage investment in our communities. These targeted amendments could be implemented quickly through a Ministerial Directive or Order in Council, delivering immediate relief without requiring lengthy new legislation.

With your office finalizing the current budget, I would welcome the opportunity to discuss piloting this "Immediate Stabilization" model in the Alberni Valley. I am available at your earliest convenience and can be reached at via email or phone.

Thank you for your leadership on supporting small businesses and community safety. I look forward to your response.

Sincerely,



Abu Hasan Muhammed Jahangir

President & CEO

Agrohope Farms & Products Inc

3072 4th Avenue, Port Alberni BC V9Y 2B9

(O) 877 709 1808 (D) 778 548 4313

Website: www.agrohope.ca

We respectfully acknowledge that we conduct our business on the unceded traditional territories of the Hupacasath and Tseshaht First Nations.

Jessica Spratt

From: Jessica Spratt on behalf of ACRD Administration
Sent: April 16, 2026 12:36 PM
To: Jessica Spratt
Subject: FW: Island Coastal Economic Trust — Letter of Support
Attachments: Letter of Support for Island Coastal Economic Trust - DRAFT (Mar 2026).docx

From: Brodie Guy <brodie@islandcoastaltrust.ca>
Sent: March 24, 2026 10:05 AM
To: John Jack <jjack@acrd.bc.ca>; Daniel Sailland <dsailand@acrd.bc.ca>
Subject: Island Coastal Economic Trust — Letter of Support

[CAUTION] This email originated from outside of the ACRD

Good morning Chair Jack and Daniel,

We are at a pivotal moment for local economies across Vancouver Island and coastal communities — and the voice of your communities matters.

Local leaders who govern Island Coastal Economic Trust are working to support the Province of British Columbia to advance a once-in-a-generation opportunity to modernize the Trust with a strategic investment to shape economic development across our region for decades. A brand-new [Independent Legislative Review — A Case For Change](#) — provides a compelling, evidence-based case for this change, identifying strategic investment as the essential foundation for modernizing the Trust and advancing co-governance with First Nations. This is something local governments and First Nations have sought since the Trust started, and now, enabling new legislation is being developed by the Ministry of Jobs and Economic Growth.

We are requesting the support of your board in this defining moment in Trust's history. Attached is a template letter for your board to consider sending to Minister Ravi Kahlon. At the Regional Advisory Committee meetings of the Trust, elected leaders encouraged each other to copy your local MLAs and, where possible, coordinate a joint letter with neighbouring councils and/or First Nations to amplify the message. Please feel free to adapt the template with stories and examples specific to your community — the Minister needs to hear the human and local economic impact of this work in your own words.

This advocacy builds on real momentum. Throughout early 2026, community leaders have engaged MLAs directly, building on recommendations from over 30 First Nations governments who contributed to the [First Nations Strategic Recommendations Report](#) — which is now actively informing the development of new legislation. Together, governments across our region have built a strong foundation. But the window is open now: legislative and investment decisions will be made in the months ahead, and elected voices like yours are essential to advancing this vision that is shared among local governments and First Nations.

Please reach out directly if I can support you in any way — I am ready to assist immediately.

With gratitude,

Brodie

BRODIE GUY

CEO

250.871.7797



As we work toward inclusive and resilient economic futures, we do so with a deep appreciation for the histories, contributions, and rights of the Kwakwaka'wakw/Bakwam'kala, Ligwilda'xw, Pəntl'áč, She shashishalhem, Hul'q'umi'num', diitiid'aatx, SENĆOTEN, Skwxwú7mesh, Lekwungen, and T'Sou-ke speaking peoples.

[date]

Honourable Ravi Kahlon
Minister of Jobs and Economic Growth
Government of British Columbia
JEDI.Minister@gov.bc.ca

Dear Minister Kahlon,

On behalf of (Council/regional Mayors/Regional District), we are writing to express our strong support for advancing legislation to modernize the Island Coastal Economic Trust and to position it for long-term impact through strategic provincial investment.

The work to renew the Trust represents a *Made on the Coast* initiative shaped and championed by coastal First Nations, local governments, and regional leaders working together toward a shared economic vision. Over the past several years, your Ministry's partnership has enabled meaningful engagement and co-development, resulting in an unprecedented level of regional alignment.

Across 53 First Nations governments, 35 local governments, and elected MLAs in the region, there is broad consensus that the Trust should evolve into a modern, co-governed regional economic development institution that reflects partnership, reconciliation, and shared responsibility.

The alignment has been achieved. The regional mandate is clear.

To carry this work forward, we respectfully urge the Province to bring forward legislation as soon as possible to formalize the renewed governance structure and provide long-term certainty for the Trust.

As government focuses on economic resilience, regional development, and disciplined spending in a period of global uncertainty, the Trust represents an established and accountable mechanism to advance those shared priorities. Over nearly two decades, the Trust has leveraged provincial investment into tangible economic outcomes in coastal communities, strengthening local economies and fostering collaboration across jurisdictions.

Strategic investment in a modernized Trust would build on that proven track record, protect prior public investment, and provide a focused vehicle to support economic transition in coastal and rural regions. This approach aligns with the Province's emphasis

on strengthening British Columbia's economy while ensuring responsible stewardship of public funds.

As municipal leaders, we see firsthand the importance of strong regional institutions in supporting jobs, innovation, and community stability. With modernized governance and renewed capital, the Trust is well positioned to continue delivering measurable results for British Columbians.

Our region stands united behind this vision. Such consensus around a regional economic priority is rare and reflects years of careful collaboration.

We look forward to working with you to advance both the legislative and investment components necessary to secure the Trust's future.

Sincerely,

[Mayor / Council]

[Local Government]



To: ACRD Board of Directors

From: Eddie Kunderman, Operations Manager

Meeting Date: April 22, 2026

Subject: Interregional Transit Feasibility Study

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to write a letter to B.C. Transit requesting the initiation of a feasibility study into the viability of interregional transit service between Port Alberni and the Regional District of Nanaimo, as identified in the Port Alberni Transit Future Service Plan.

Desired Outcome:

To request that B.C. Transit undertake a feasibility study for an interregional transit service connecting Port Alberni with the Regional District of Nanaimo (RDN), consistent with the priorities identified in the 2025 Port Alberni Transit Future Service Plan.

Summary:

B.C. Transit completed the Port Alberni Transit Future Service Plan in 2025. While the plan primarily focuses on conventional transit services within the City of Port Alberni, it also addressed broader regional and interregional transit opportunities.

The plan identified six conventional service priorities for the 2025-2029 period. One of these priorities was the exploration of interregional transit through the completion of a feasibility study, intending to evaluate service concepts, demand, operating requirements, governance considerations, and funding implication prior to any implementation decisions.

Background:

Among the six initiatives identified for the 2025-2029 period in the Transit Future Service Plan was the investigation of an interregional transit service connecting Port Alberni with the RDN. The intent of this initiative was to assess the viability of such a service through the completion of a feasibility study, with the long-term goal of establishing an interregional transit connection.

The Transit Future Service Plan estimated that an interregional service would require approximately 2,400 annual service hours and two transit vehicles. Public engagement undertaken as a part of the plan demonstrated strong support for this, with approximately 93 percent of current transit users and 65 percent of all survey respondents expressing support for an interregional service connection.

The development of an interregional service would require the participation of the City of Port Alberni, the Alberni-Clayoquot Regional District, and the Regional District of Nanaimo. It may also require further discussion regarding potential modifications to the governance and funding structure of the existing transit system. Initiating a feasibility study is considered an appropriate next step to evaluate these considerations in greater detail.

Staff are seeking the Board direction at this time to submit the request to B.C. Transit as soon as practicable. Early submission is intended to increase the likelihood that the study request can be incorporated into B.C. Transit's future planning work program, particularly as the level of demand on B.C. Transit's planning resources over the next while is currently unknown. Advancing the request promptly could help ensure that the opportunity for planning consideration is not delayed.

Time Requirements – Staff & Elected Officials:

Approximately two hours of Community Services staff time would be required to prepare and submit a formal request letter to B.C. Transit. No additional time commitments are anticipated for staff at this stage of the process.

Financial:

There are no direct financial implications for the ACRD associated with submitting a request for a feasibility study. Staff time would be required should the study be initiated by BC Transit. Any future financial considerations related to the study or potential service implementation would be subject to further analysis and Board direction.

Strategic Plan Implications:

This aligns with Strategic Priority 1.3 "Viable and Responsive – Complete the West Coast and Regional Transit service reviews."

Options Considered:

The Board could choose to defer the staff recommendation, and no further action would be necessary at this point.

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: Eddie Kunderman, Operations Manager
Charity Hallberg Dodds, Procurement Administrator

Meeting Date: April 22, 2026

Subject: West Coast Transit Bus Shelter Installation, Planning, and Design – Contract Award

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors award the West Coast Transit Bus Shelter Installation, Planning, and Design contract to R.F. Binnie and Associates Ltd. in the amount of \$81,960.00 (excluding GST).

Desired Outcome:

To enter into a two (2) - year contract with R.F. Binnie and Associates Ltd. for the planning, design and implementation of bus shelters and corresponding bus stop infrastructure for the West Coast Transit system.

Summary:

The Alberni-Clayoquot Regional District (ACRD) has secured grant funding to install bus shelters and corresponding bus stop infrastructure for the West Coast Transit System. The ACRD issued a Request for Proposals (RFP) for the project on January 26, 2026. It has been determined that the submission provided by R.F. Binnie & Associates Ltd. is the most advantageous and provides the best overall value to the ACRD.

The contract will be prepared by ACRD staff and is to be tied to the tender submission from R.F. Binnie and Associates Ltd. The project completion date is within two (2) years of the contract date.

Background:

A total of seven (7) submissions were received, and evaluations were completed by ACRD staff. The evaluation method used was Best Overall Value – Compliant Bid with Highest Combined Rating of Technical Score and Price. This included Background, Experience and Qualifications, Project Understanding, Approach and Schedule, Social Procurement, References, and Price.

The bids received were as follows:

Proponent	Contract Value	Rating
R.F. Binnie & Associates Ltd.	\$81,960.00	82
EXP Services Inc.	\$58,200.00	81
WATT Consulting Group	\$85,340.00	80
McElhanney Ltd.	\$98,086.00	76
ISL Engineering and Land Services Ltd.	\$120,977.00	72
Green PI Inc.	\$99,450.00	69
WSP Canada Inc.	\$198,872.00	62

Time Requirements – Staff & Elected Officials:

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

- Procurement Administrator – (3 hours) contract drafting and project support as needed.
- Operations Manager – (8 hours) Contract review and project oversight.

Financial:

Funding for this project is provided through the Rural Transit Solutions Fund Grant. The R.F. Binnie and Associates Ltd. submission was a value of \$81,960.00 excluding GST.

Strategic Plan Implications:

This project aligns with Strategic Priority 1.3 “Viable and Responsive – Complete the West Coast and Regional Transit service reviews”.

Policy or Legislation:

As per ACRD Bylaw A1085-2, Alberni-Clayoquot Regional District Officers’ Appointment and Delegation Amendment, 2026, and the ACRD’s Procurement Policy, an open tender procurement (RFP) was completed as the project exceeds \$75,000.00, and authorization of the final contract by Board of Directors is required.

Options Considered:

If the Board would like further information regarding the details of the contract prior to deciding, 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: ACRD Board of Directors

From: Cynthia Dick, General Manager of Administrative Services

Meeting Date: April 22, 2026

Subject: Appointment of Election Officers – Cherry Creek Hall Grant-in-Aid Referendum

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Cynthia Dick to the position of Chief Election Officer and Heather Zenner to the position of Deputy Chief Election Officer for the purposes of organizing and conducting the Cherry Creek Community Hall Grant-in-Aid Service Establishment referendum for the Alberni-Clayoquot Regional District.

Desired Outcome:

To appoint a Chief Election Officer (CEO) and Deputy Chief Election Officer (DCEO) to organize and conduct the assent voting process (referendum) to determine if Electoral Area 'F' Cherry Creek would like to establish a service to provide an annual grant to the Cherry Creek Community Recreation Commission (CCCRC) to support the operation of Cherry Creek Community Hall.

Summary:

At the January 14, 2026, regular scheduled Board of Directors meeting, the Board directed staff to include Proposed Initiative Case 13 'Referendum for Service Creation for Annual Grant-in-Aid for the Cherry Creek Community Hall' in the 2026-2030 ACRD Financial Plan. The referendum would be conducted in conjunction with the 2026 General Local Elections which will be held on **Saturday, October 17, 2026.**

Background:

For the purposes of conducting an election or assent voting, local governments must appoint a chief election officer and a deputy chief election officer to ensure it is run in accordance with the *Local Government Act*.

The chief election officer and deputy are responsible for administering all aspects of the election and assent voting processes. Election officials should be appointed early in the election and referendum processes to guide from start to finish. The Board has appointed the CEO and DCEO for the 2026 general local elections at their January 14, 2026, meeting. However, the resolution did not include the

referendum because it was not yet determined if it would be included in the Financial Plan.

The next step in this process will be for staff to meet with the CCCRC to discuss the following components of the establishing bylaw:

- Purpose of funds- capital or flexibility to use for operating purposes
- Service area boundary- entire electoral area boundary or other
- Cost recovery method- parcel tax or converted land and improvements, etc.
- Limit on annual amount

Following those discussions staff will bring back a draft service establishment bylaw for the Board's consideration and proposed referendum question. Staff will also coordinate with the CCCRC regarding community engagement to inform the community of the proposed service.

Time Requirements – Staff & Elected Officials:

Substantial staff time is required to organize and conduct elections and assent voting processes. Conducting the elections for the ACRD's six electoral areas, school trustee election and this referendum will take a majority of the administration workplan hours for 2026 in addition to legislative and daily operational requirements.

Financial:

This referendum is funded through the Electoral Area Administration budget. The costs associated with the referendum are approximately \$3,000 for printing ballots and advertising requirements as this is being conducted in conjunction with the 2026 general local elections.

The financial impacts of this service will be discussed during the development of the establishing bylaw. The CCCRC has received an annual grant-in-aid from the ACRD for several years, ranging from \$20,000-\$22,000 since 2020.

Strategic Plan Implications:

N/A.

Policy or Legislation:

The *Local Government 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: ACRD Board of Directors

Meeting Date: April 22, 2026

From: Alima Khoja, Planner 1

Voting Structure: Electoral Area Directors

Electoral Area: A - Bamfield

Subject: Temporary Use Permit TUP25016 – 390 Grappler Road (HFN LANDS CORP)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit application TUP25016 subject to neighbourhood notification as per Local Government Act s.494.

Development Proposal: The applicant is seeking a new TUP to provide seasonal staff accommodation for Huu-ay-aht Group of Businesses employees. The building has now been reconfigured to provide 6 larger units, created by joining internal doorways, and intends to use the units as seasonal staff accommodation to manage an influx of summer staff. The applicant previously received Temporary Use Permits in August 2018 and in June 2022 for staff accommodations and is now seeking a new permit to reflect the reconfigured floor plan and use of the property.

April 2026 Update: The Board considered the application a first time at their October 22, 2025 meeting where the Board resolved to “*defer a decision on TUP25016 to allow the Huu-ay-aht Group of Business to attend a future Board meeting to provide a presentation on this application.*”

Following the October 2025 Board meeting, the applicants engaged the ACRD Building Inspector to finalize approval for building improvements that would convert the existing dormitory staff housing building from 12 units to 6 units by removing interior walls. The applicants have provided building plans and the required letters of assurance from Qualified Professionals to finalize the issuance of the building permit.

The property owners also applied for a development permit and engaged Lewkowich Engineering Associates to assess the development and provide recommendations relating to tsunami inundation risk to satisfy the guidelines of Development Permit Area II – Natural Hazard Areas Protection. The report from Lewkowich is anticipated to be completed in April 2026. The issuance of the development permit and the building permit would both first require the issuance of a Temporary Use Permit by the Board to allow for the dormitory staff housing use.

The applicants will present as a delegation to the April 22, 2026 Board meeting to discuss their intended current use of the site and future plans for the property.

Advisory Planning Commission Recommendation: The Bamfield Advisory Planning Commission (APC) reviewed the application at their October 2, 2025 meeting. The APC members present passed a recommendation to support the TUP application as presented.

PL20250039 / TUP25016

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Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?ił̓ath̓, Uchucklesaht Tribe Government, and Toquaht Nation, and Six Electoral Areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).

Property Owner(s): HFN LANDS CORP

Applicant/Primary Contact: ADRIEN MULLEN

Property Information:

Civic Address:	390 Grappler Road, Bamfield, BC				
Legal Description:	LOT 2, SECTION 20, TOWNSHIP 1, BARCLAY DISTRICT, PLAN 23308 EXCEPT THAT PART IN PLAN 45519				
PID: 000-787-744	Folio: 770-02899.015	ALR? (Y/N): No	Lot Area (ha):	2.2 (5.4 ac)	

Current Zoning:	P2 – Park and Public Use District	Proposed Zoning:	N/A		
Current OCP:	Bamfield, Residential Use	Proposed OCP:	N/A		
Development Permit Area(s):	DPA I – Riparian Areas Protection, DPA II – Natural Hazard Areas Protection and DPA III – Form & Character				

Current Use & Description: The subject property is 2.2 hectares (5.36 acres) sloping from a high point in the eastern portion of the property down towards the western lot line adjacent to Grappler Road. The property is bounded by undeveloped area to the east, an unbuilt portion of the Frigate Road right-of-way to the south, Grappler Road to the west, and a mixed commercial/residential property to the north. The western portion of the property is developed into tiers with a large gravel parking area and two existing structures: a 12-unit accommodation structure with attached washroom and laundry facilities, and a separate structure with a common kitchen area. The dormitory is being converted to a 6-unit structure. The eastern portion of the property is treed and undeveloped.

Surrounding Zoning and Land Use					
North:	Mixed Storage (SW2) District	South:	Rural (A2) District		
East:	Rural (A2) District	West:	Acreage Residential (RA2) District		

Services:

- a) **Sewage Disposal:** On-site septic system. There is an existing sewage disposal system approved by a Registered On-Site Wastewater Practitioner in 2021 and the applicants have submitted an Island Health septic filing as part of the application.
- b) **Water Supply:** Bamfield Community Water System.
- c) **Fire Protection:** The parcel is within the Bamfield Fire Protection Service Area.
- d) **Access:** The parcel is accessed by a driveway from Grappler Road.

Planning Policy Discussion:

- a) **Official Community Plan:** The Bamfield Official Community Plan (OCP) designates the western side of property as “Commercial Use”. The eastern portion of the property is designated as “Residential Use”. The applicant is applying to renew their temporary use permit for the western side of the property which is designated for “Commercial Use”. The temporary use of the land and buildings are to provide seasonal accommodation for Huu-ay-aht Group of Businesses employees. Policy 3.3.19 of the OCP supports the consideration of temporary use permits in all land use designations at the discretion of the ACRD Board of Directors in accordance with s. 493 of the *Local Government Act*.

The western portion of the parcel lies within development permit areas (DPAs): DPA I – Riparian Areas Protection, DPA II – Natural Hazard Areas Protection and DPA III – Form & Character.

This proposal complies with the Bamfield Official Community Plan.

- b) **Zoning:** The staff accommodation is intended to be located on the western side of the parcel within an existing structure. The parcel is zoned Park and Public Use (P2) District. Temporary staff accommodations are only permitted as caretaker accommodation for a use permitted in the P2 zone. The property owners have applied for a Temporary Use Permit to provide seasonal (summer) staff accommodation on the property.

	Current: P2
Minimum Lot Area (ha)	0.05
Minimum Lot Width (m)	15.24
Principal & Accessory Front Yard Setback (m)	6.09
Principal Side Yard Setback (m)	1.5
Principal Rear Yard Setback (m)	9.14
Accessory Side Yard Setback (m)	0.9
Accessory Rear Yard Setback (m)	0.9
Watercourse Setback (m)	30

The applicant wishes to continue providing accommodation to the staff on the subject property currently zoned P2. The property owner is applying for a Temporary Use Permit. If the applicant is successful, the TUP can be granted for up to three years. When the term ends, applicant may apply to renew the TUP, apply to rezone the parcel, or return the property to the use permitted under the current zoning.

Temporary Use Permit Conditions: The Temporary Use Permit to provide seasonal staff accommodation may be subject to the following conditions and any others that the ACRD Board of Directors considers appropriate at the time of issuance:

1. This permit is issued to permit the operation of seasonal staff accommodations for Huu-ay-aht Group of Businesses employees within the existing structures on the property located at 390 Grappler Road.
2. The structures allowed under this permit to support the seasonal staff accommodation use are limited to the 6-bedroom bunkhouse with attached laundry/washroom facilities, and the existing kitchen/common room building.
3. Emergency management and security policies are to be available for review by ACRD staff and enforced by the applicant. There shall be a posted quiet time of 10pm.
4. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
5. The seasonal staff accommodation use shall be screened from neighbouring properties with natural screening and from the road with solid fencing.
6. The property shall not be used for seasonal staff accommodation use unless the ACRD Building Inspector has authorized the construction within the 6-bedroom dormitory-style bunkhouse.
7. On-site parking shall be provided in accordance with the off-street parking regulations in the ACRD Zoning Bylaw.
8. This permit is valid for three (3) years from the date of execution.

9. At the time this permit expires, the property owner may apply to the Regional District to renew the TUP, apply to rezone the property, or return the property to the original use permitted under the current zoning.
10. If the conditions of this permit are not met, or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

Comments:

The issuance of this Temporary Use Permit would permit seasonal staff accommodation for HUU-ay-aht Group of Businesses employees. The permit would authorize the staff accommodation use within an existing structure that was recently updated into a 6-bedroom bunkhouse with ancillary uses including a common area/kitchen building and on-site parking for staff.

The applicant has indicated plans to pursue potential future residential rezoning of the property as outlined in the HUU-ay-aht First Nations Framework Plan published in April 2025. This TUP allows continued operation in support of community objectives while acknowledging that future zoning changes may be considered as part of a rezoning application process.

The parcel contains an on-site sewage system certified by a Registered On-Site Wastewater Practitioner in August 2021 and the property is connected to Bamfield Water System. The applicant has submitted a site plan which shows the developments are located on the western portion of the lot. The applicants are in the process of finalizing development permit and building permit applications to authorize the conversion of the dormitory structure from a 12-unit to a 6-unit bunkhouse.

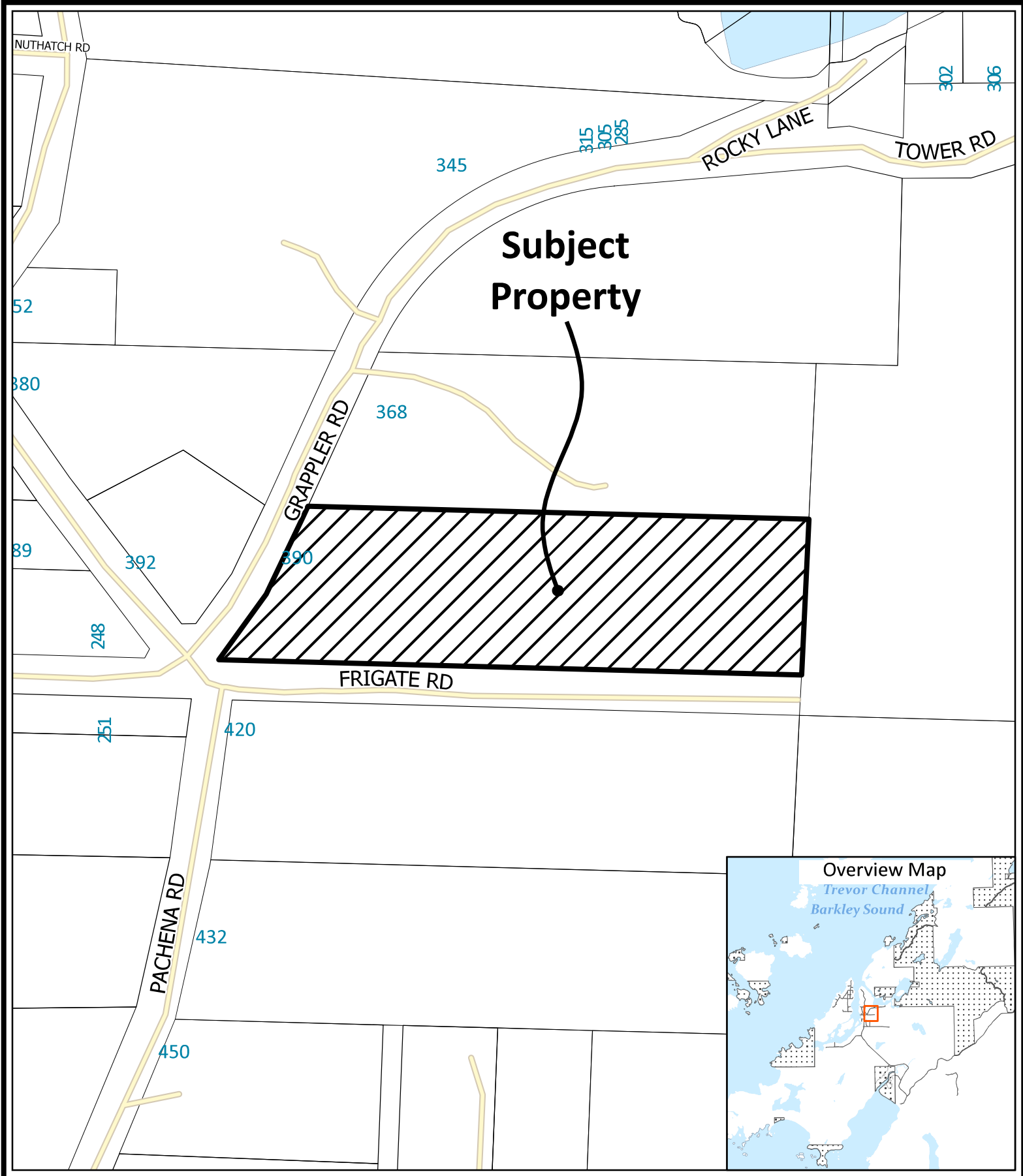
The applicant has previously issued and renewed Temporary Use Permit (TUPs) on this parcel and is now applying for a new TUP. A letter of support has been submitted in relation to this application with clarification provided for the change in floor plan and updated use of the property.

It is recommended that the Board proceed with the neighbour notification process for the TUP renewal application.

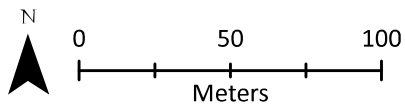
Submitted by: *Alex Dyer*
Alex Dyer, MCIP, RPP, General Manager of Planning and Development

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

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



**Subject
Property**



Legal description: LOT 2, SECTION 20, TOWNSHIP 1, BARCLAY DISTRICT, PLAN 23308 EXCEPT THAT PART IN PLAN 45519



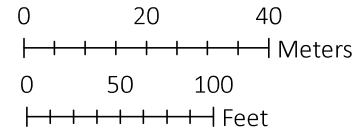
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390 Grappler Road, Bamfield

Prepared March 15, 2021, ACRD
Google Satellite Imagery

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① VIEW OF BUILDING 2 FROM SW CORNER OF SITE

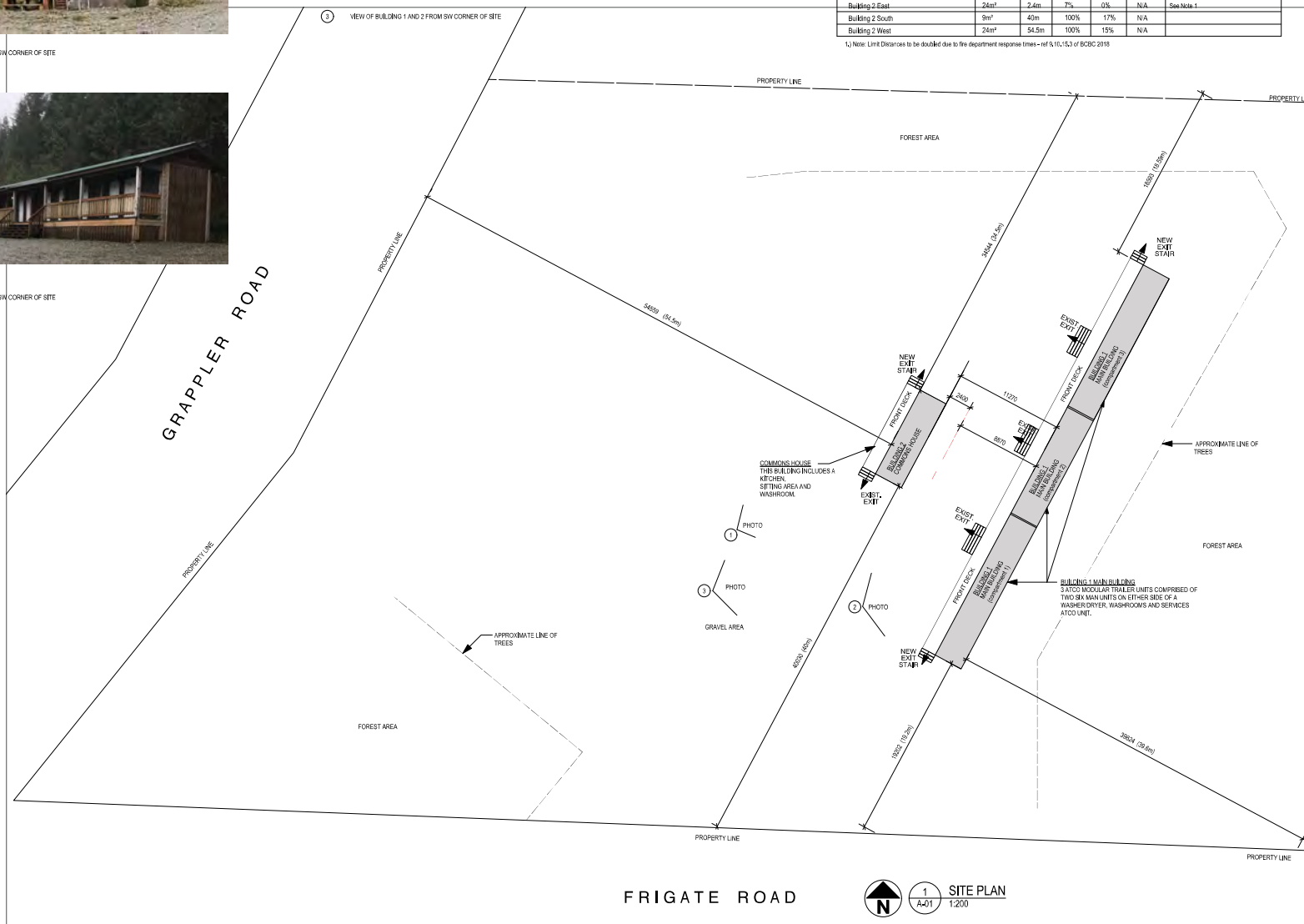
③ VIEW OF BUILDING 1 AND 2 FROM SW CORNER OF SITE



② VIEW OF BUILDING 1 FROM SW CORNER OF SITE

SPATIAL SEPARATION BETWEEN HOUSES						BCBC 2018 9.10.15 (3.2.3.1 (D))
Exposing Building Face Wall Compartment	Area of Exposing Face (m ²)	L.D. (Limiting distance)	Permitted % of Openings	Actual % of Openings	FRR (required)	Notes
Building 1 North	9m ²	19.55m	100%	0%	N/A	
Building 1 East - Compartment 1	53m ²	39.6m	100%	10%	N/A	
Building 1 East - Compartment 2	38m ²	39.6m	100%	0%	N/A	
Building 1 East - Compartment 3	53m ²	39.6m	100%	10%	N/A	
Building 1 South	9m ²	19.2m	100%	0%	N/A	
Building 1 West - Compartment 1	53m ²	8.8m	35%	24%	N/A	See Note 1
Building 1 West - Compartment 2	38m ²	8.8m	41%	13%	N/A	
Building 1 West - Compartment 3	53m ²	8.8m	35%	24%	N/A	
Building 2 North	9m ²	34.5m	100%	0%	N/A	
Building 2 East	24m ²	2.4m	7%	0%	N/A	See Note 1
Building 2 South	9m ²	40m	100%	17%	N/A	
Building 2 West	24m ²	54.5m	100%	15%	N/A	

1/2 Note: Limit decreases to be doubled due to fire department response times - ref 9.10.15.2 of BCBC 2018



FRIGATE ROAD 1 SITE PLAN A-01 1:200

DRAFT

01 75% REVIEW 2021-08-13
 numberTEN architectural group
 200 - 1610 Stone Street
 Victoria BC
 Canada V8W 3K3
 T 250.360.2156
 F 250.360.2156
 www.numberten.com
 info@numberten.com

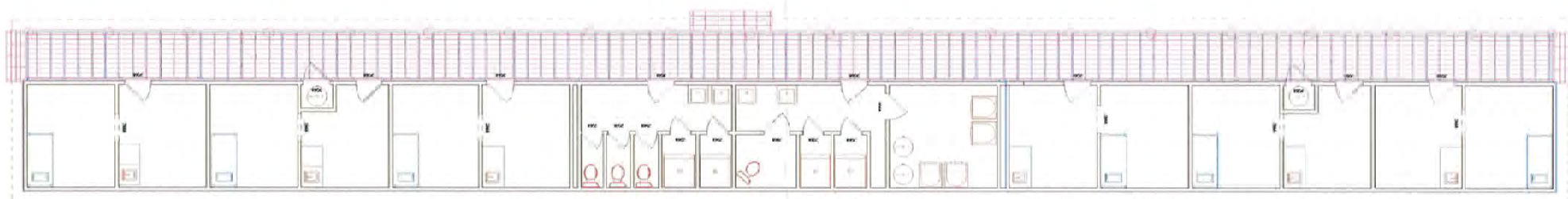
390 Grappler Road
 Bamfield BC
 Atco Trailer Buildings

Site Plan

MS
 A-01
 2020-504

A-01

390 Grappler Floorplan





HFN Lands LP

Letter of Support

October 1st 2025

Alberni-Clayoquot Regional District
Planning Department
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Re: Temporary Use Permit Application – 390 Grappler Road, Bamfield, BC

Dear Planning Department,

On behalf of the Huu-ay-aht Group of Businesses (HGB), we are writing in support of the application for a Temporary Use Permit (TUP) for the property located at **390 Grappler Road, Bamfield, BC**.

Background

This property previously operated under a Temporary Use Permit as a **12-unit bunkhouse**, primarily serving road construction contractors in the region. That permit has since expired. The building has now been reconfigured to provide **6 larger units**, created by joining internal doorways, and is proposed to serve as **seasonal staff housing for HGB employees**.

Nature of the Proposed Use

The proposed TUP would allow the building to be used as **seasonal employee accommodation** in direct support of HGB's business operations. Staff housing is critical to sustaining services and economic activity in Bamfield, particularly given the challenges of attracting and retaining employees in a small, remote coastal community.

Rationale for a New TUP

- **Change of Use:** The property's purpose has shifted from a short-term contractor bunkhouse to dedicated staff accommodation, making it a different use than previously approved.
- **Expired Permit:** The original TUP has lapsed, requiring a new application under the Local Government Act (Division 8, ss.492–497).
- **Community Alignment:** Seasonal housing for workers directly supports the Bamfield Official Community Plan's goals around economic development and community stability.
- **Flexibility and Oversight:** A new TUP provides the property to continue to operate in support of the community goals, while acknowledging there will be future changes to use to the property.

Community Benefits

- Provides safe, reliable, and well-managed accommodation for employees of HGB, reducing pressure on Bamfield's limited rental housing stock.

Phone 778.421.2663 | Fax 778.421.2664 | www.hfngroup.ca

Physical Address 4576 Adelaide St, Port Alberni, BC V9Y 6N3
Mailing address PO Box 87, Port Alberni, BC V9Y 7M6



HFN Lands LP

- Supports seasonal operations of HGB businesses, which contribute to the local economy and services for residents and visitors.
- Ensures the use is temporary and reversible, giving both HGB and the ACRD flexibility in evaluating long-term land use options.

Commitment to Good Stewardship

HGB is committed to ensuring that the property is managed responsibly. This includes:

- Designating the housing strictly for HGB staff accommodation.
- Maintaining the property in accordance with health, safety, and building standards.
- Providing adequate parking, waste management.
- Complying with all conditions set by the ACRD Board in the issuance of the TUP.

Conclusion

We respectfully request the Board's support for the issuance of a new Temporary Use Permit for 390 Grappler Road. Approval of this application will allow HGB to continue providing essential staff housing, supporting both local employment and the broader community.

Thank you for your consideration.

Sincerely,

Adrien Mullin
Tourism Development Manager
Huu-ay-aht Group of Businesses



TUP25016

Whereas, pursuant to Section 493 of the *Local Government Act*, a local government may by resolution, on application of a property owner, issue a temporary use permit;

A Temporary Use Permit is hereby issued to:

Name: HFN LANDS CORP
Address: 390 Grappler Road, Bamfield, BC

With respect to:

Legal Description: LOT 2, PLAN VIP23308, SECTION 20, TOWNSHIP 1, BARCLAY LAND DISTRICT, EXCEPT PLAN 45519

PID: 000-787-744

The Alberni-Clayoquot Regional District (ACRD) hereby issues a Temporary Use Permit (TUP) subject to the conditions as follows:

1. This TUP is issued to permit the operation of seasonal staff accommodations for Huu-ay-aht Group of Businesses employees within the existing structures on the property located at 390 Grappler Road.
2. The structures allowed under this permit to support the seasonal staff accommodation use are limited to the existing 6-bedroom bunkhouse with attached laundry/washroom facilities, and the existing kitchen/common room building.
3. Emergency management and security policies are to be available for review by ACRD staff and enforced by the applicant. There shall be a posted quiet time of 10pm.
4. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
5. The seasonal staff accommodation use shall be screened from neighbouring properties with natural screening and from the road with solid fencing.
6. The property shall not be used for seasonal staff accommodation use unless the ACRD Building Inspector has authorized the construction within the 6-bedroom dormitory-style bunkhouse.
7. On-site parking shall be provided in accordance with the off-street parking regulations in the ACRD Zoning Bylaw.
8. This permit is valid for three (3) years from the date of execution.
9. At the time this permit expires, the property owner may apply to the Regional District to renew the TUP, apply to rezone the property, or return the property to the original use permitted under the current zoning.
10. If the conditions of this permit are not met, or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

In accordance with the provision of Section 493 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on .

This permit was issued this of ,

Daniel Sailland, MBA
Chief Administrative Officer

Chair of the Board of Directors



To: ACRD Board of Directors

Meeting Date: April 22, 2026

From: Alima Khoja, Planner 1

Voting Structure: Electoral Area Directors

Electoral Area: B - Beaufort

Subject: Temporary Use Permit TUP26001 - 9010 Bryson Rd (Hoerauf)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP26001 subject to the following:

- **Health and safety inspection by the ACRD Building Inspector.**
- **Neighbourhood notification as per Local Government Act s.494**

Development Proposal: The property owner is applying for a Temporary Use Permit to allow agri-tourism activities on the farm as permitted under the Agricultural Land Commission (ALC) regulations. The applicant lives onsite and runs a small farm that offers workshops and tourist events. Activities include farm tours, “Wool 101” educational workshops, dyeing with material grown on farm, and related educational lessons. As part of the overall agri-tourism offering, the applicant is proposing the addition of six (6) rustic unserviced glamping sites to support overnight accommodation for participants of workshops and events held on the farm. The glamping sites will be utilized as agri-tourism accommodation sites from April 1st to October 15th.

Advisory Planning Commission Recommendation: The Beaufort Advisory Planning Commission (APC) reviewed the application at their March 31st, 2026, meeting and passed a motion to support the application as presented.

Property Owner / Applicant: Star M Hoerauf

Property Information:

Civic Address:	9010 Bryson Rd						
Legal Description:	LOT 1 DISTRICT LOT 73A ALBERNI DISTRICT PLAN VIP87310 EXCEPT PLAN EPP118731						
PID:	028-055-292	Folio:	770-00987.100	ALR? (Y/N):	Y	Lot Area (ha):	27.98 (69.15 ac)
Current Zoning:	A2 - Rural District		Proposed Zoning:	N/A			
Current OCP:	Beaufort, Agricultural Use		Proposed OCP:	N/A			
Development Permit Area(s):	DPA I – Riparian Areas Protection (minor: 15m)						

PL20260005 / TUP26001

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Current Use & Description:	The property is classified as a farm under the <i>Assessment Act</i> . The 27.98 ha (69.15 ac) parcel contains a dwelling unit. The parcel is within the Agricultural Land Reserve (ALR) and is bisected by watercourse (DPA I – 15m). The proposal does not include any development within the Development Permit Area.
---------------------------------------	--

Surrounding Zoning and Land Use			
North:	Forest Rural (A3) District	South:	Rural (A2) District
East:	Rural (A2) District	West:	Rural (A2) District

Services:

- a) **Sewage Disposal:** On-site sewage disposal. The applicants intend to bring in portable toilet facilities for Accommodation at the farm. A referral was issued to Island Health, and a referral response was received indicating that its interests are unaffected.
- b) **Water Supply:** Guests will bring their own drinking water, with emergency bottled water provided onsite. No showers are proposed for the first season. A rainwater catchment system for the sea can is being considered for future phases. A referral was issued to Island Health, and a referral response was received indicating that its interests are unaffected.
- c) **Fire Protection:** The parcel is not within a fire protection area.
- d) **Access:** Access to the parcel is from Hedman Road.

Planning Policy Discussion:

- a) **Official Community Plan:** The parcel is designated as Agricultural Use in the Beaufort Official Community Plan. The Agricultural Land Commission permits agri-tourism, agri-tourism accommodation, and gathering for an event activity under the Agricultural Land Reserve Use Regulation of the *ALC Act*.

Accommodation related to an agri-tourism activity is permitted in the ALR under section 33 of the ALR Use Regulation, provided it directly supports an agri-tourism activity that is secondary, incidental, and compatible with the farm’s agricultural production. Section 12 further requires that agri-tourism activities occur on land classified as a farm under the *Assessment Act* and meet all prescribed conditions. Based on available information, the subject property appears to meet these requirements.

This proposal complies with the policies and objectives of the Beaufort Official Community Plan.

- b) **Zoning:** The parcel is designated Rural (A2) District and is completely within the ALR.

	Current: A2
Minimum Lot Area (ha)	2
Minimum Lot Width (m)	100.6

Principal & Accessory Front Yard Setback (m)	15.2
Principal Side Yard Setback (m)	4.6
Principal Rear Yard Setback (m)	9.1
Accessory Side Yard Setback (m)	4.6
Accessory Rear Yard Setback (m)	4.6
Watercourse Setback (m)	30

This proposal does not comply with the permitted uses of the A2 District set out in the ACRD Zoning Bylaw. The issuance of a Temporary Use Permit is required to allow the applicant to provide short-term rental accommodation on the property.

Temporary Use Permit Conditions: A TUP to allow for agri-tourism accommodation on the property located at 9010 Bryson Road may be issued subject to the following conditions and any other conditions that the ACRD Board of Directors deem appropriate at the time of issuance:

1. The TUP is issued to conduct the following agri-tourism activities on the property at 9010 Bryson Road:
 - a. Farm tours
 - b. “Wool 101” educational workshops
 - c. Natural wool dyeing demonstrations using materials grown on the farm
 - d. Related events and educational programming associated with on-farm production.
2. The TUP is limited to six (6) unserviced camping sites which permits accommodation only where it directly supports a qualifying agri-tourism activity.
3. The uses permitted under the TUP must comply with all requirements of the *Agricultural Land Commission Act* and any Agricultural Land Commission policies and regulations.
4. The uses permitted under the TUP must maintain compliance with all Island Health regulations.
5. The uses permitted under the TUP must comply with all health and safety requirements identified by the Building Inspector.
6. Agri-tourism accommodation uses shall be limited to the period from April 1 to October 15.
7. Recreational vehicles shall not be used for permanent accommodation on the property.
8. No open fires are permitted, and all heating or burning devices are prohibited inside the tents.
9. FireSmart principles to be considered as part of any development of the camping area and fire safety and emergency response protocols to be included as part of any agri-tourism accommodation use.
10. The owner or caretaker must live on-site or be available to attend the property within 20 minutes.
11. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
12. This permit is valid for a term of three (3) years from the date of issuance.
13. Prior to expiration, the property owner may apply to renew the TUP, apply to rezone the parcel or, return the property to the original use permitted under the current zoning.
14. If the conditions of this permit are not met or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

Comments:

The property owner is applying for a Temporary Use Permit to allow agri-tourism activities on the farm as permitted under the Agricultural Land Commission (ALC) regulations. As part of the overall agri-tourism offering, the applicant is proposing the addition of six (6) rustic unserviced glamping sites to support overnight accommodation for participants of workshops and events held on the farm. The property is zoned Rural (A2)

District. The proposal does not comply with the permitted use of the A2 District. A Temporary Use Permit is required to facilitate the proposed use.

Temporary structures

The applicant currently intends to utilize three (3) glamping sites, with the potential to expand to a maximum of six (6) sites in the future. Currently, three (3) platforms have been constructed for proposed use. Each platform measures approximately 16 ft. x 22 ft., designed to accommodate a 16-ft-diameter canvas tent while providing additional deck space at the entrance for functional outdoor use. No open fires of any kind will be permitted, and no heating, cooking, or burning devices will be allowed inside the tents.

Services

The application is currently in the referral stage, and minimum standards for washroom facilities and on-site water servicing will be confirmed through the review process. The applicant will be required to comply with all identified requirements.

Referral Process

The application is currently in the referral stage. Technical agency referral request was sent out to Vancouver Island Health Authority, ACRD Building Department, and ACRD Sustainability Planner. As a part of the referral process, comments were requested from relevant departments.

Referral Responses

- a. A preliminary referral response has been received from the ACRD Building Department regarding health and safety requirements, which is summarized below:
The proposed structure does not meet the minimum requirements of the 2024 BC Building Code and is not supported for public use in its current form. The existing platform structures are permitted for personal use. For the operation of a Temporary Use Permit, applicant would require a building permit to ensure compliance with 2024 BC Building Code. The applicant has met with the ACRD Building Inspector to initiate the building permit process. Applicant has submitted a Building Permit application.
- b. Vancouver Island Health Authority noted Interests Unaffected by the Bylaw.
- c. ACRD Sustainability Planner supports approval of the TUP, noting that agri-tourism accommodation is permitted under ALC regulations and can improve farm viability while reducing regulatory and administrative barriers.

Staff recommendation

Staff recommend that the applicant address all outstanding compliance issues, including meeting the applicable building, health, and life safety standards.

Subject to these conditions and the completion of public notification in accordance with s.499 of the *Local Government Act*, staff recommend that the ACRD Board of Directors consider issuance of the Temporary Use Permit.

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

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

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

Site photos



Northwest site 1



Northwest site 1



Looking east from site 1 to the path leading to site 2 and 3 along with storage container



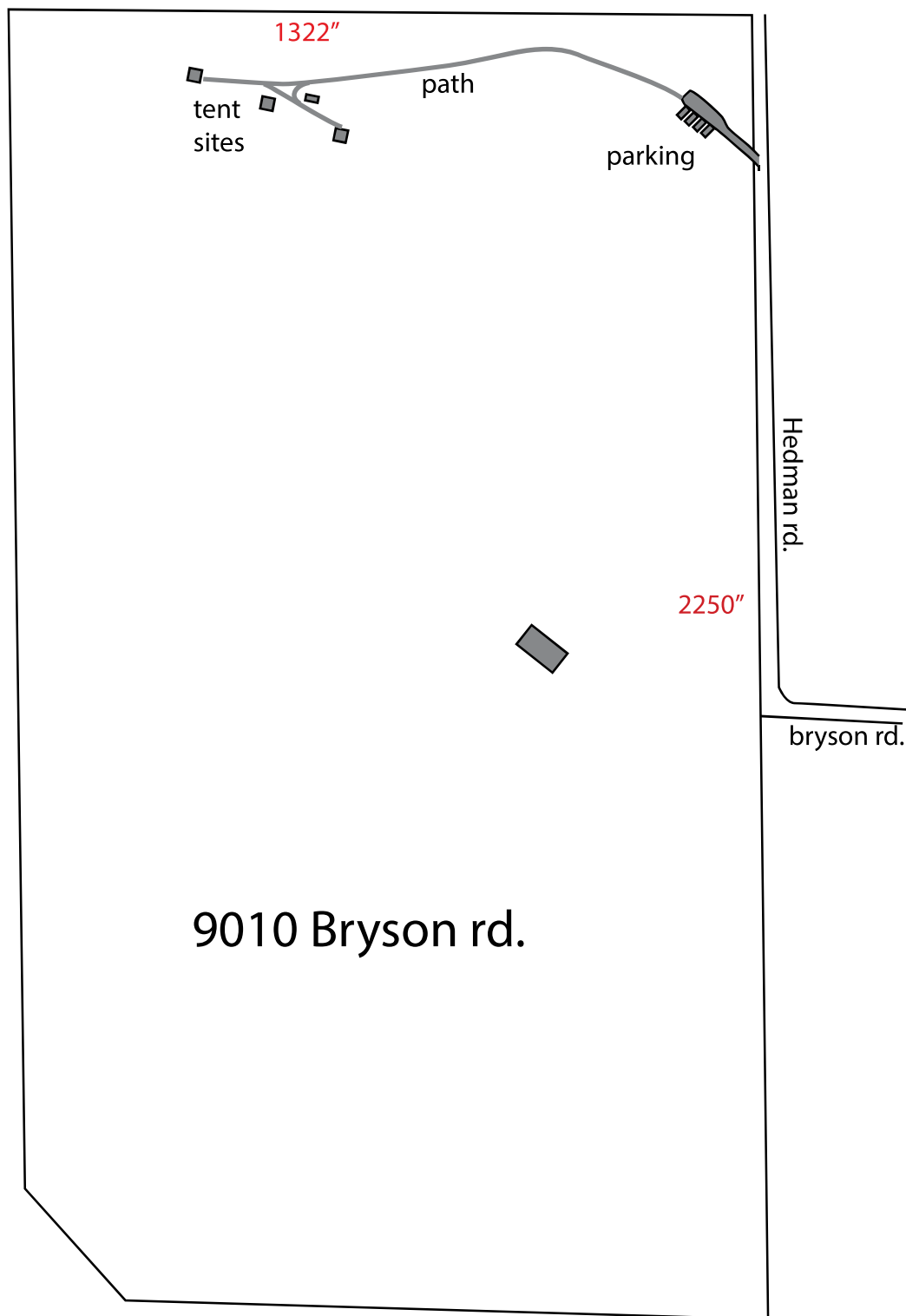
Entry to tent site path via Hedman Rd

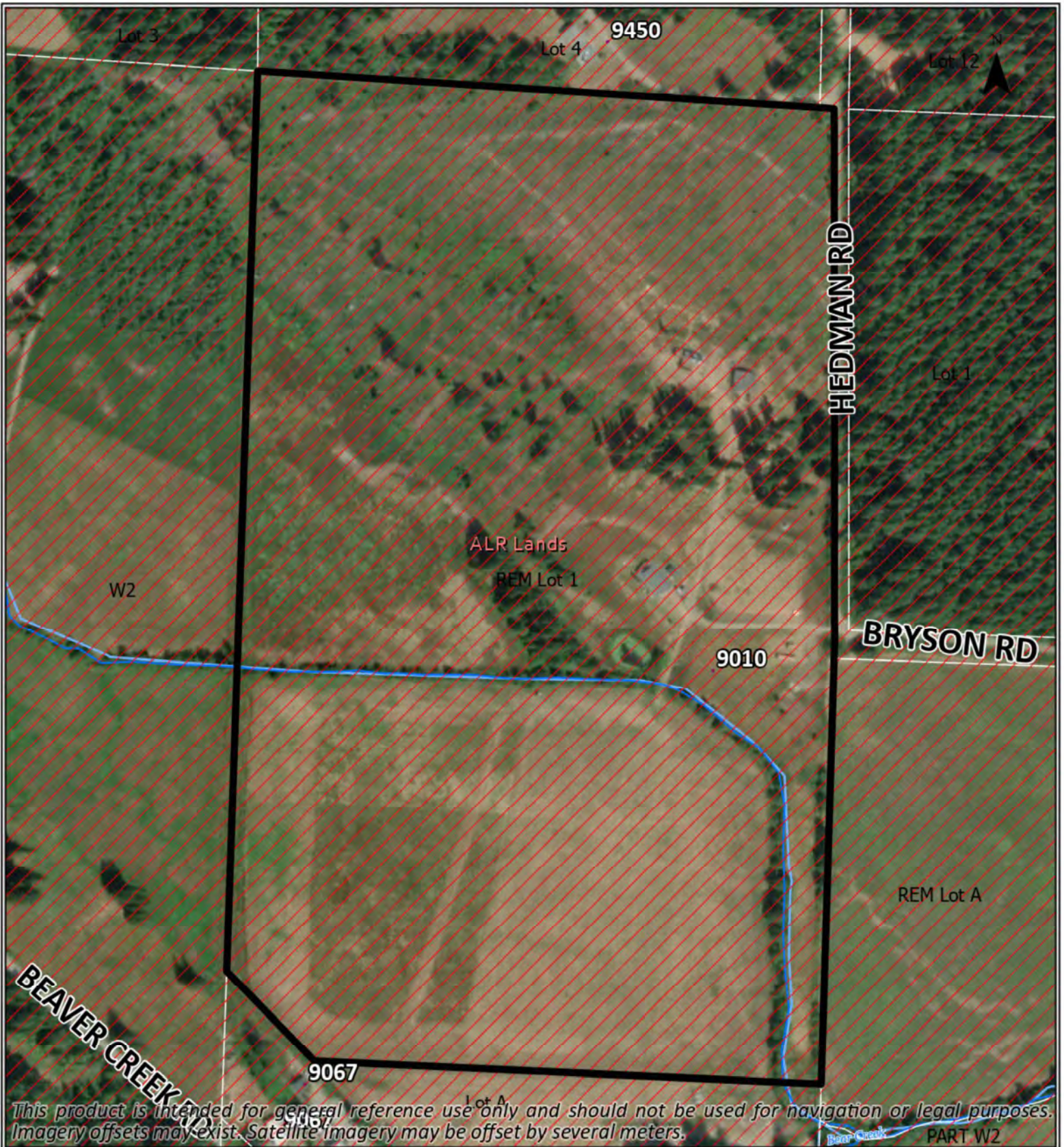


Existing dwelling unit and accessory buildings via Bryson Rd



Site entry via Bryson Rd looking south

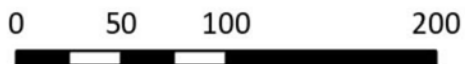






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9010 Bryson Rd
 LOT 1 DISTRICT LOT 73A ALBERNI
 DISTRICT PLAN VIP87310 EXCEPT PLAN
 EPP118731

Scale 1:3,600



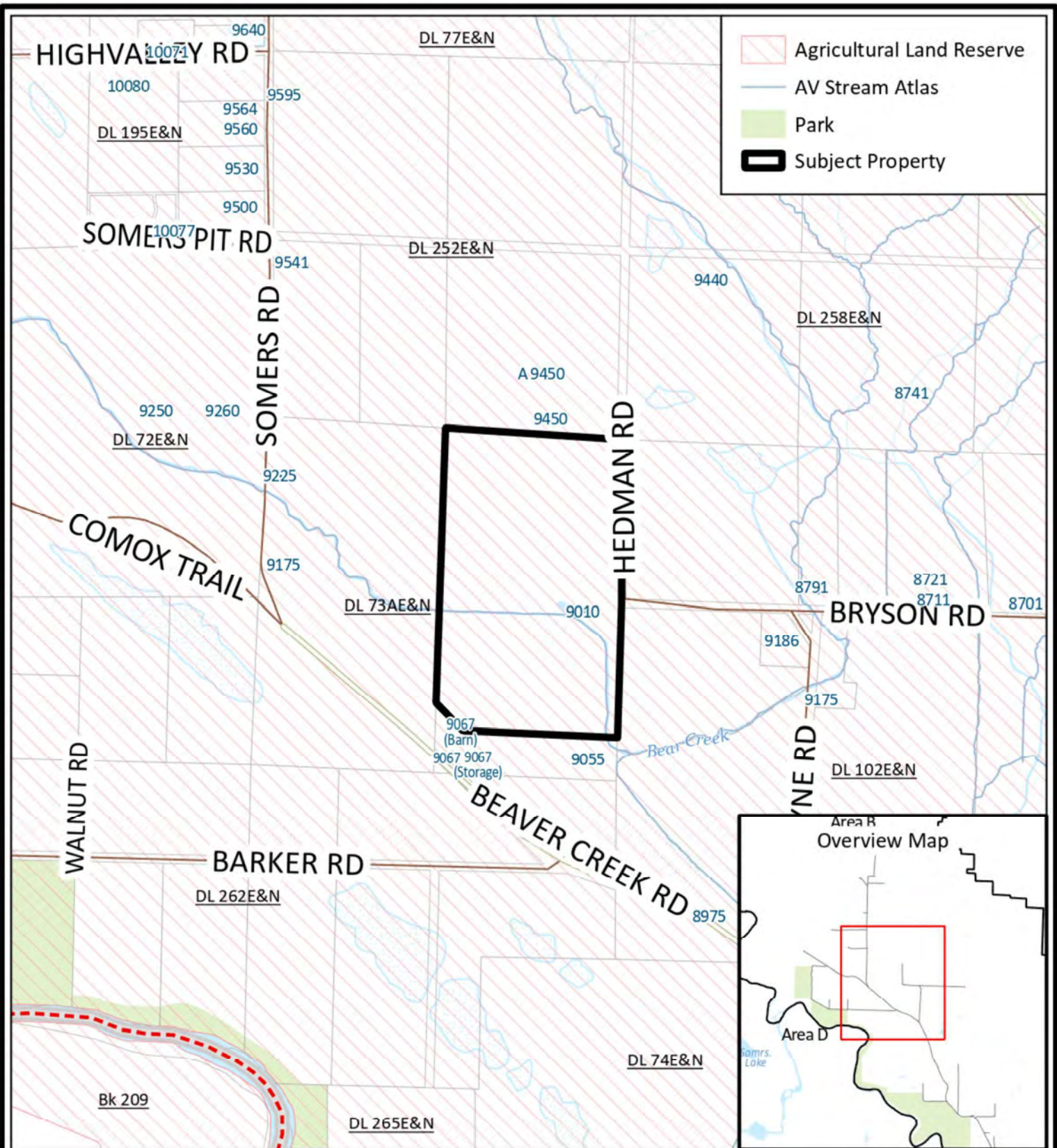
Meters

-  Subject Property
-  Agricultural Land Reserve



**ALBERNI-CLAYOQUOT
 REGIONAL DISTRICT**

Prepared 2026-02-17
 Sources: VantorProv. BC, ParcelMapBC;
 ACRD



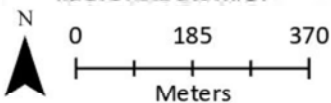
-  Agricultural Land Reserve
-  AV Stream Atlas
-  Park
-  Subject Property



Address: 9010 Bryson Rd
 Legal Description: LOT 1 DISTRICT LOT 73A ALBERNI
 DISTRICT PLAN VIP87310 EXCEPT PLAN EPP118731



ALBERNI-CLAYOQUOT
 REGIONAL DISTRICT





TUP26001

Whereas, pursuant to Section 493 of the *Local Government Act*, a local government may by resolution, on application of a property owner, issue a temporary use permit;

A Temporary Use Permit is hereby issued to:

Name: STAR M HOERAUF
Address: 9010 BRYSON RD, PORT ALBERNI, BC

With respect to:

Legal Description: LOT 1 DISTRICT LOT 73A ALBERNI DISTRICT PLAN VIP87310 EXCEPT PLAN EPP118731

PID: 028-055-292

The Alberni-Clayoquot Regional District (ACRD) hereby issues a Temporary Use Permit (TUP) subject to the conditions as follows:

1. The TUP is issued to conduct the following agri-tourism activities on the property at 9010 Bryson Road:
 - a. Farm tours
 - b. "Wool 101" educational workshops
 - c. Natural Dyeing demonstrations using materials grown on the farm
 - d. Related events and educational programming associated with on-farm production.
2. The TUP is limited to six (6) unserviced camping sites which permits accommodation only where it directly supports a qualifying agri-tourism activity.
3. The uses permitted under the TUP must comply with all requirements of the *Agricultural Land Commission Act* and any Agricultural Land Commission policies and regulations.
4. The uses permitted under the TUP must maintain compliance with all Island Health regulations.
5. The uses permitted under the TUP must comply with all health and safety requirements identified by the Building Inspector.
6. Agri-tourism accommodation uses shall be limited to the period from April 1 to October 15.
7. Recreational vehicles shall not be used for permanent accommodation on the property.
8. No open fires are permitted, and all heating or burning devices are prohibited inside the tents.
9. FireSmart principles to be considered as part of any development of the camping area and fire safety and emergency response protocols to be included as part of any agri-tourism accommodation use.
10. The owner or caretaker must live on-site or be available to attend the property within 20 minutes.
11. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
12. This permit is valid for a term of three (3) years from the date of issuance.
13. Prior to expiration, the property owner may apply to renew the TUP, apply to rezone the parcel or, return the property to the original use permitted under the current zoning.

14. If the conditions of this permit are not met or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

In accordance with the provision of Section 493 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on _____.

This permit was issued this _____ of _____, _____.

Daniel Sailland, MBA
Chief Administrative Officer

Chair of the Board of Directors



To: ACRD Board of Directors

Voting Structure: Electoral Area Directors

From: Alima Khoja, Planner 1

Meeting Date: April 22, 2026

Electoral Area: D - Sproat Lake

Subject: Rezoning RD25005 - 10203 Woodslee Loop (Warren)

Recommendation:

THAT Bylaw P1536, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be adopted.

THAT Bylaw P1537, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

Property Information:

Civic Address:	10203 Woodslee Loop				
Legal Description:	LOT 7, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 11481				
PID:	005-047-200	Folio:	770-03540.000	ALR? (Y/N):	N
				Lot Area (ha):	0.20 (0.50 ac)

Background:

The property owner has applied to rezone the property from Acreage Residential (RA1) District to the new Residential Storage (SW 3) District. The proposed SW 3 zone has been created to accommodate personal storage as a primary permitted use within a residential context. The applicant intends to construct a garage structure to store their boat and trailer on the vacant parcel.

Bylaw P1536 and P1537 was first considered by the Board on February 25, 2026. Technical agency referral requests were sent out on March 3 to the following agencies:

✓ Vancouver Island Health Authority	✓ Hupacasath First Nation
✓ Ministry of Transportation & Transit	✓ Tseshaht First Nation
✓ Sproat Lake Fire Department	✓ ACRD Building Inspection
✓ School District No. 70	

Referral responses have been received from the Ministry of Transportation and Transit (MOTT), Vancouver Island Health Authority and ACRD Building Department.

- a. Ministry of Transportation and Transit noted Interests Unaffected by the Bylaw.
- b. Island Health noted Approval Recommended subject to conditions related to sewerage and water system regulatory compliance.
- c. ACRD Building Department noted Interests Unaffected by the Bylaw.

PL20250086/RD25005

Public notice was given in accordance with section 467 of the *Local Government Act*.

1. Neighbour notices were sent out on March 20, 2026.
2. Advertisements were published in the Alberni Valley News on March 25 and April 1, 2026.

As this zoning amendment is consistent with the Residential Use policies in the Sproat Lake Official Community Plan, a public hearing was not held. The neighbour notification and public advertising provided the opportunity for public input on the application process. One (1) letter of correspondence from the public was received in support of the application.

The Board gave first, second, and third readings to Bylaws P1536 and P1537 on April 8, 2026. When the bylaws were first considered by the Board on February 25, the Board confirmed that adoption would be subject to:

- a. Confirmation from the Sproat Lake Fire Department that access and fire safety measures are in place to provide adequate fire protection to the site.
- b. Meeting all technical referral agency requirements.


ACRD has received confirmation from the Sproat Lake Fire Department that there are no concerns with providing fire protection to this site.

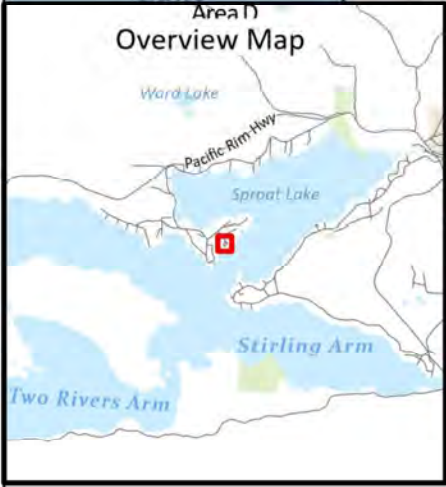
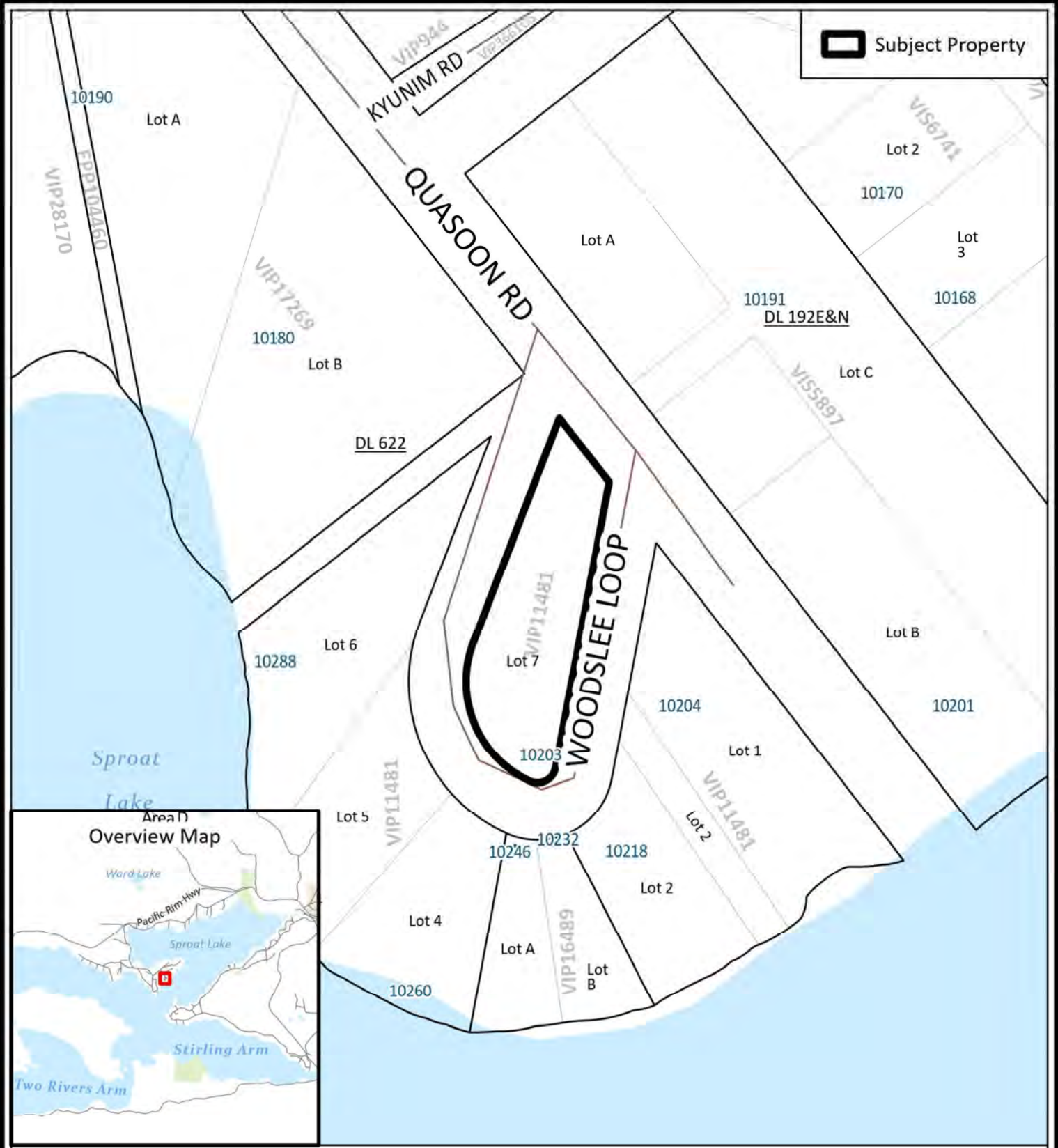
All conditions have now been satisfied, and it is recommended that the Board adopt Bylaws P1536 and P1537.


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

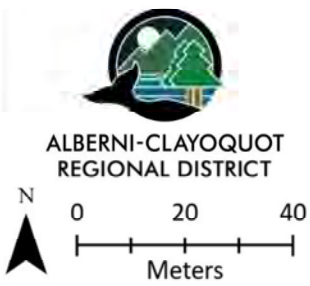
Reviewed by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

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

 Subject Property




 Address: 10203 Woodslee Loop
Legal Description: LOT 7, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 11481





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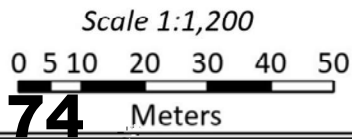
10203 Woodslee Loop
 LOT 7, DISTRICT LOT 622, CLAYOQUOT
 DISTRICT, PLAN 11481

 Subject Property



**ALBERNI-CLAYOQUOT
 REGIONAL DISTRICT**

Prepared 2026-01-14
 Sources: Microsoft, VantorProv. BC,
 ParcelMapBC; ACRD





REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1536

OFFICIAL ZONING TEXT AMENDMENT

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 upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text 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 Text Amendment Bylaw No. P1536.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding Section “169 Residential Storage (SW 3) District” and sub-sections to read as follows:

169 Residential Storage (SW 3) District

This District provides for Residential storage in an enclosed space for residential purposes.

169.1 Definitions

“Residential Storage” means the storage of personal vehicles, personal recreational vehicles and boats, and personal equipment associated with residential use within a fully enclosed building or structure. It excludes any commercial or industrial storage, use, or activity of any kind including but not limited to equipment storage for business, rental storage units, heavy equipment storage or any commercial operation.

169.2 Permitted Uses

- (1) One single family dwelling
- (2) Residential Storage
- (3) Home Occupations
- (4) Accessory buildings and uses

169.3 Conditions of Use

- (1) Residential Storage uses are required to be contained entirely within fully enclosed indoor structures. There shall be no commercial or industrial use of storage space.
- (2) No heavy equipment shall be stored on the property.
- (3) Residential Storage structures shall not be located, unless otherwise provided for in this by-law:
 - a. Within a required front yard;
 - b. Within 3 meters [9.84 feet] of a side or rear yard lot line.
- (4) Residential Storage structures shall not exceed 6 meters [20 feet] in height.
- (5) Residential Storage structures shall not exceed one (1) storey in height.
- (6) The total combined floor area of Residential Storage and Accessory buildings and structures shall not exceed five percent (5%) of the registered lot area.
- (7) Residential Storage structures shall not exceed a maximum floor area of 92.9 square meters (1,000 square feet), regardless of lot size.
- (8) All permitted uses shall be housed completely within an enclosed building except for permitted parking areas. A minimum of two (2) parking spaces and a maximum of four (4) parking spaces shall be provided on the property.
- (9) Vehicle parking areas shall not be located within any required front, rear, or side yard setback.

169.4 Density

The minimum lot size shall be 1.0 hectare (2.47 acres) where the lot is serviced by on-site water and sewer systems. The minimum lot size shall be 0.24 hectare (0.6 acre) where the lot is serviced by community or communal water or sewer system, or both.

b. By amending Section 200, Schedule II – Bulk and Site Regulations as follows:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
SW 3	90	See Section 169.4	25%	40	30	15	35

c. By amending Section 4.3, Interpretation, to include “SW 3” on the line which references “R districts”.

d. By amending Section 5.1, Designation of Districts, to include “169 Residential Storage (SW 3) District” in the Residential Section.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 8th day of April, 2026

Read a second time this 8th day of April, 2026

Read a third time this 8th day of April, 2026

Adopted this _____ day of _____, _____

Corporate Officer

Chair of the Regional Board



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1537

OFFICIAL ZONING ATLAS AMENDMENT NO. 803

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 No. P1537.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 7, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 11481 from Acreage Residential (RA1) District to Residential Storage (SW 3) 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 8th day of April, 2026

Read a second time this 8th day of April, 2026

Read a third time this 8th day of April, 2026

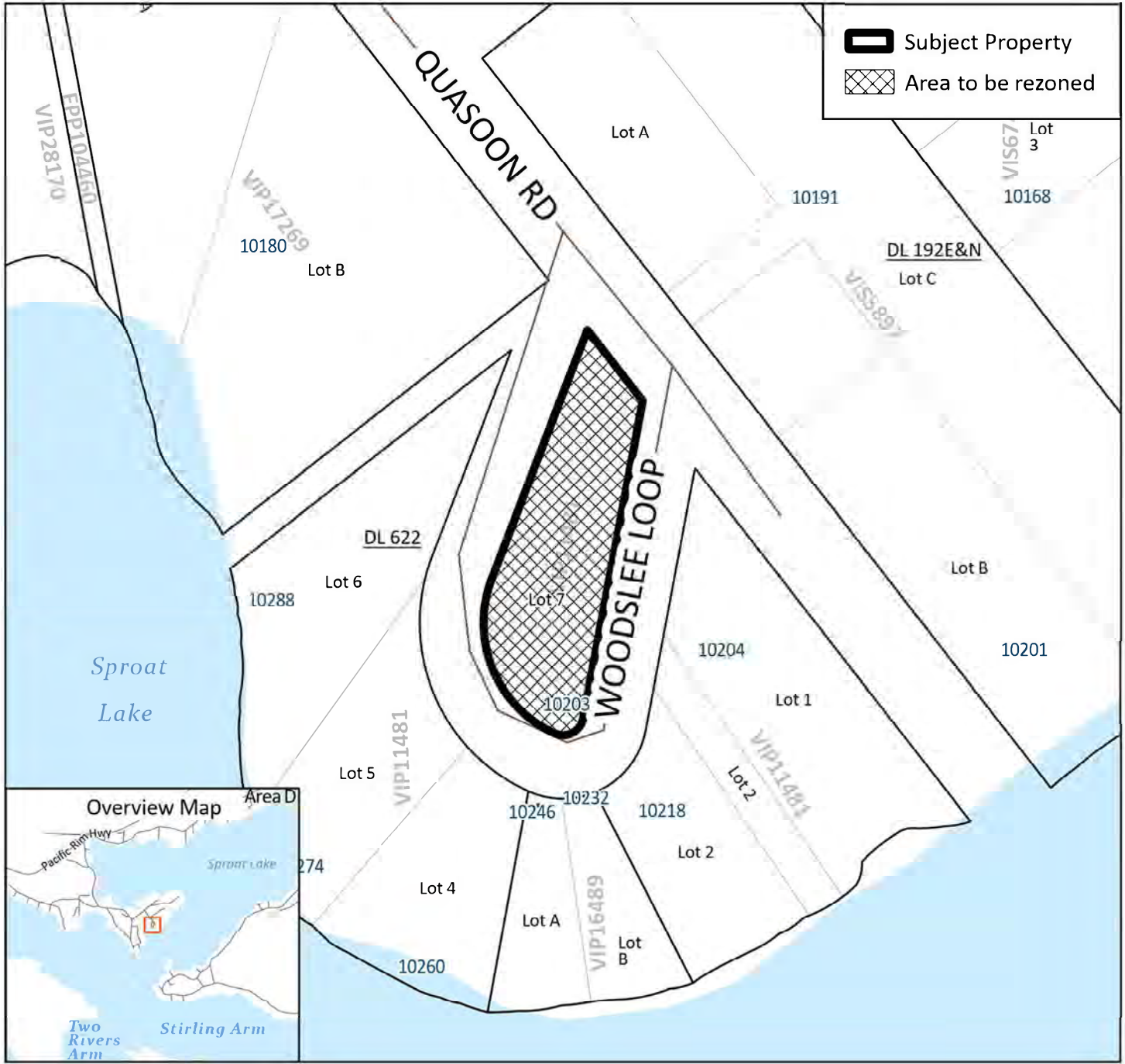
Adopted this day of ,

Corporate Officer

Chair of the Regional Board

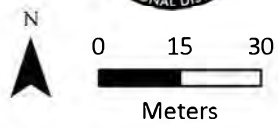
Schedule 'A'

This schedule is attached to and forms part of the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1537, 2026



Subject Property
 Area to be rezoned

Legal Description: LOT 7, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 11481
Address: 10203 Woodslee Loop



To be rezoned from Acreage Residential (RA1) District to Residential Storage (SW 3) District.



To: ACRD Board of Directors

Voting Structure: Electoral Area Directors

From: Alex Dyer, GM of Planning & Development

Meeting Date: April 22, 2026

Electoral Area: D - Sproat Lake

Subject: Covenant Amendment MISC25003 Public Meeting - 10412 LAKESHORE RD (1257819 BC LTD)

Recommendation:

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

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

THAT the Alberni-Clayoquot Regional District Board of Directors proceed with amendments to Restrictive Covenants FB194074 and FB194076, registered to the property at 10412 Lakeshore Road, to allow for the proposed development of up to eleven (11) dwelling units, each with a maximum floor area of 2,000 square feet, and two (2) road accesses into the property from Aldan Road.

Property Information:

Civic Address:	10412 LAKESHORE RD				
Legal Description:	LOT A DISTRICT LOT 204 ALBERNI DISTRICT PLAN VIP85387				
PID:	027-581-039	Folio:	770-02030.005	ALR? (Y/N):	No
Lot Area (ha):	0.85 (2.10 ac)				

Covenant Amendment Process:

The process in which the Regional District follows to amend or discharge a covenant registered in favour of the ACRD is to hold a public meeting to allow for public input prior to the Board considering any changes to the covenant. The public meeting is not a public hearing but follows similar procedures as a formal hearing including neighbour notification, advertising and conduct of the meeting.

Public Meeting:

A public meeting for the application to amend Restrictive Covenants FB194074 and FB194076 was held in person at the ACRD office and electronically using Zoom on April 14, 2026 at 7:00 pm. The meeting was chaired by Penny Cote, Director for Electoral Area 'D' – Sproat Lake. The ACRD General Manager of Planning & Development, Planning Technician, and Bylaw Enforcement Officer participated in the meeting, as well as the property owners Kris McNichol and Sean Lingl, and their agents Rachel Hamling and Neil Bauder. There were eleven (11) members of the public in attendance.

The covenant amendments were first considered by the Board on February 25, 2026. A public meeting was

PL20250079/MISC25003

delegated to be held by the Area Director at that time. On March 23, a notice of public meeting was delivered to all residents and property owners within 100 m of the property. The notice was advertised in the April 1 and 8 editions of the Alberni Valley News and a notice of the public meeting date was placed on the development application sign at the property.

Referral Agency Responses

The agency referral responses that were received recommended approval or noted that the agency's interests are unaffected (Appendix 'A'). Responses were received from the Ministry of Transportation and Transit, Island Health, and ACRD Building Inspection. The Sproat Lake Fire Department Fire Chief provided a verbal response ahead of the meeting noting that the 6.4 m constructed road widths within the development would be sufficient for emergency vehicle access and that the Fire Department would be able to safely respond to the site in the event of a fire utilizing their existing pumper truck capacity.

Public Comments

There were two (2) letters of public correspondence received ahead of the public meeting (Appendix 'B'). The letters expressed concerns relating to increased density and short-term rentals in the area, increased noise and potential for nuisances requiring increased enforcement, traffic safety, parking, boat moorage, beach access, access to potable water and the private water system, and the ongoing maintenance of any drinking water infrastructure.

One of the letters proposed measures that should be taken to address concerns, including clearly marked and expanded parking areas, road markings and signage, paving, creating a clearly defined swimming area away from moorage zones and exploring shared use of the adjacent public beach access, and full-time on-site management to address nuisance concerns. The applicants addressed some of these concerns at the meeting.

Two of the members of the public that spoke during the meeting expressed support for the development, noting the opportunity to create housing opportunities for families and new residents. Another member of the public asked questions and raised concerns relating to parking, traffic, strata subdivision, and the number of people in the area during the summer months.

The applicants made a presentation at the meeting and provided additional comments to address concerns and questions raised by the public. The applicants also submitted an updated site plan that includes a guest parking area (Appendix 'C'). The meeting minutes are included with the public meeting report for the Board's consideration.

Development Proposal:

The applicants intend to develop four (4) duplexes and three (3) single family dwellings, each with individual strata titles, on the 0.85 ha property. Conceptual building designs and standards are included in the applicant's submission. The property is zoned Tourist Commercial (C6) District which permits the units to be used as dwellings or as short-term vacation rental units.

The property owners have applied to amend the covenants to allow for:

- i. an increase in the number of dwellings from ten (10) to eleven (11) units located on the portion of the property north of Lakeshore Road;
- ii. an increase in the maximum floor area of each dwelling unit from 1,200 square feet to 2,000 square feet, excluding garage and carport areas;
- iii. the subdivision of the property to a maximum of eleven (11) strata lots;

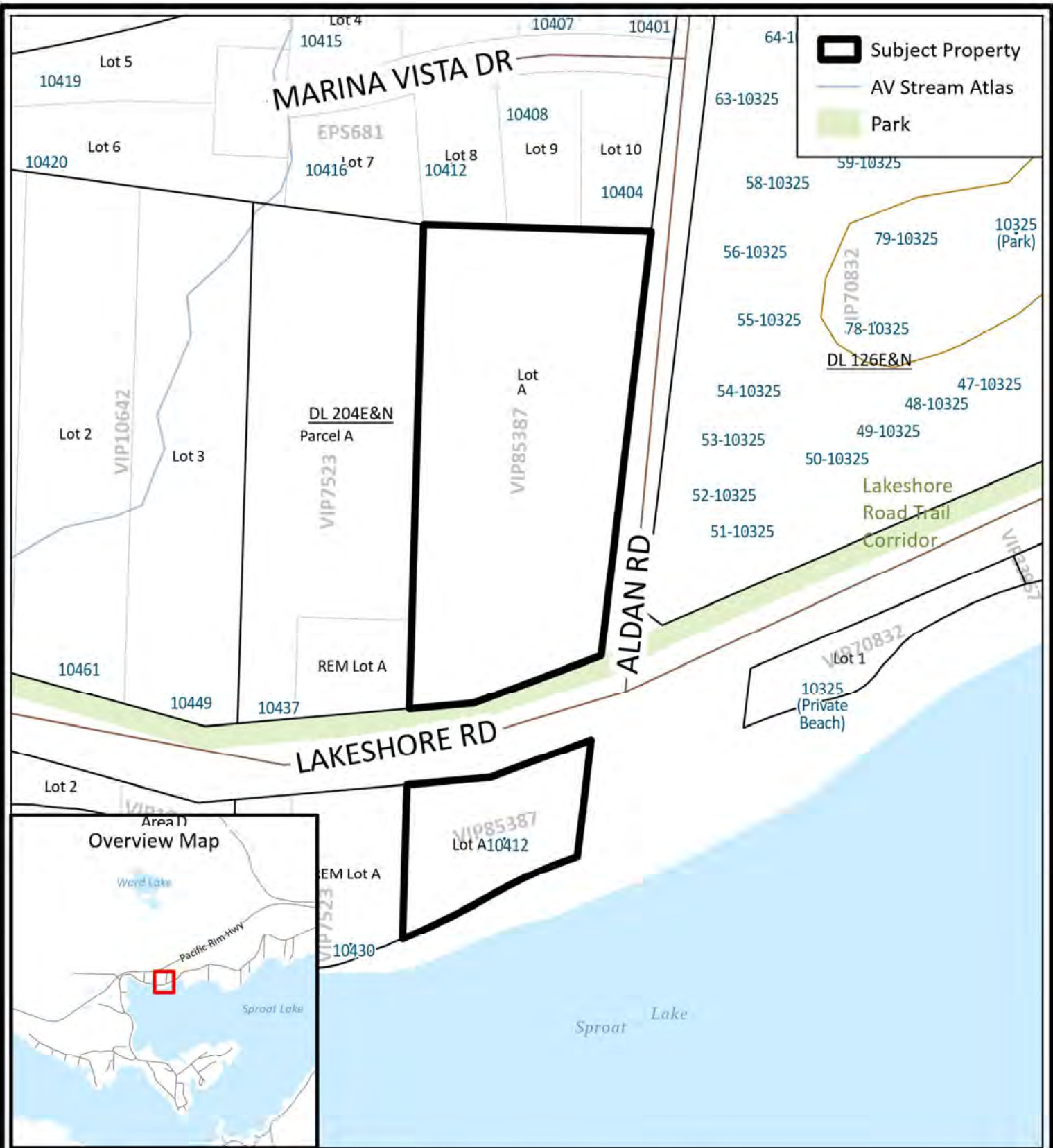
- iv. an increase from one to two 20-metre-wide road accesses along Aldan Road through the vegetative leave strip; and
- v. an adjustment of the covenant boundary to align with the existing C6 and MAR2 zoning boundaries.

It is recommended that the Board receive the public meeting report and minutes and that the Board resolve to proceed with amendments to Restrictive Covenants FB194074 and FB194076. If the Board proceeds with the amendments, staff would work with the applicants to confirm updated wording and execute the new covenants.

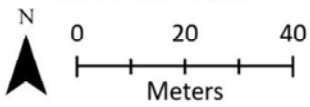
Submitted by: Alex Dyer
Alex Dyer, MCIP, RPP, General Manager of Planning & Development


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

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



-  Subject Property
-  AV Stream Atlas
-  Park



 Civic Address: 10412 Lakeshore Road
 Legal Description: LOT A DISTRICT LOT 204 ALBERNI DISTRICT
 PLAN VIP85387



Minutes of a Public Meeting held electronically using Zoom, call-in, and in-person at the Alberni-Clayoquot Regional District Boardroom on April 14, 2026, at 7:00 pm.

Chair	Penny Cote, Director for Electoral Area 'D' (Sproat Lake)
Staff	Alex Dyer, Kerri Creighton, Jason Kevis
Applicant	MISC25003 – 1257819 BC Ltd (Agent: Rachel Hamling, Prism Land Surveying)
Members of the Public	11

1. The meeting was called to order at 7:00 pm. Chair Cote notes that this is a public meeting not a public hearing. Chair Cote recognizes and appreciates that we are holding this meeting within the traditional territories of the Tseshaht and Hupacasath First Nations.
2. Chair Cote introduces herself and Planning staff. Chair Cote explains that the meeting is being held electronically using Zoom, is live streaming and is being recorded. She then asks staff to explain Zoom features and meeting procedures.
3. A. Dyer explains the use of Zoom, Zoom features and necessary meeting procedures. He also confirms that the meeting is being recorded and live streamed on the ACRD website and invites any public watching the live stream to join the zoom meeting. The recording is available to the public on our website.
4. Chair Cote explains that the subject of the meeting is Covenant Amendment for the property located at 10412 Lakeshore Road. This application is to amend Restrictive Covenants FB194074 and FB194076. The covenants were registered in 2008 as a condition of rezoning to limit the density to a maximum of ten (10) dwelling units, each with a maximum floor area of 1,200 square feet. The applicants intend to increase the number of units to eleven (11) dwelling units, each with a maximum floor area of 2,000 square feet. She asks that any questions about an unrelated topic be directed to staff after the meeting. She then asks staff to read out the Notice of Public Meeting.

5. The notice is read by K. Creighton as follows:

A Public Meeting for proposed development in **Electoral Area 'D' – Sproat Lake** has been scheduled to consider Application # **MISC25003, Covenant Amendment**.

MEETING DETAILS

When: Tuesday, April 14, 2026 at 7:00 pm

Where: Electronic, call-in or in-person attendance at the Alberni-Clayoquot Regional District (ACRD) office located at 3008 Fifth Avenue, Port Alberni, BC

Property Owner/Applicant: 1257819 BC LTD, (Agent: Rachel Hamling, Prism Land Surveying)

The subject property is located at 10412 Lakeshore Rd and is legally described as LOT A DISTRICT LOT 204 ALBERNI DISTRICT PLAN VIP85387.

PL20250079/MISC25003

Alberni-Clayoquot Regional District | 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3 | 250.720.2700 | www.acrd.bc.ca

Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?iḥ?ath, Uchucklesaht Tribe Government, and Toquaht Nation, and Six Electoral Areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).

The purpose of this application is to amend Restrictive Covenants FB194074 and FB194076 to allow for the proposed development of up to eleven (11) dwelling units on the property, each with a maximum floor area of 2,000 square feet, and with two separate road accesses from Aldan Road.

The applicants intend to develop four (4) duplexes and three (3) single family dwellings, each with individual strata titles. The property is zoned Tourist Commercial (C6) District which permits the units to be used as dwellings or as short-term vacation rental units.

The Public Meeting will be held by the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District. The Board resolution making this delegation, copies of the report, and all relevant background documents are available for review at the ACRD office and are available as supplementary information on the ACRD website at www.acrd.bc.ca/events/14-4-2026/.

Planning staff are available to answer questions in person, through email, or by phone during regular office hours 8:00 am to 4:30 pm, Monday through Friday, from **March 23, 2026 to April 14, 2026**, excluding statutory holidays.

Anyone who feels their interest in property will be affected by the proposed covenant amendment will be afforded a reasonable opportunity to be heard. You can participate in the Public Meeting in-person, electronically or by phone. Full instructions to do so can be provided by contacting Planning staff. In addition, participation instructions are included in the supplementary information available at www.acrd.bc.ca/events/14-4-2026/. The Public Meeting will be conducted from the ACRD office located at 3008 Fifth Avenue, Port Alberni, BC.

Written correspondence can be submitted to the ACRD by:

- Hard copy delivered to the ACRD office in person or by mail
- Email sent to planning@acrd.bc.ca

Email submissions will only be considered received if receipt confirmation is provided by ACRD staff.

Written submissions can be provided at the Public Meeting or in advance. Written submissions provided in advance of the Public Meeting must be received no earlier than **8:00 am on March 23, 2026** and no later than **4:00 pm on April 14, 2026**. Submissions provided ahead of the Public Meeting outside of these parameters will not be included.

If you have any questions, Planning staff are available to provide assistance during regular office hours 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays. We can be reached at:

Alberni-Clayoquot Regional District, Planning Department, 3008 Fifth Ave, Port Alberni, BC V9Y 2E3
Phone: 250-720-2700, Email: planning@acrd.bc.ca.

6. Chair Cote asks whether there will be another opportunity for public comments or an opportunity for people to connect with staff?
7. A. Dyer responds that the operation of the public meeting will mimic the public hearing so this is the final opportunity for public comments to be received by the Board and that is how it has been

advertised. There is always an opportunity for members of the public to speak with staff for clarification and to have questions answered.

8. Chair Cote asks going forward will this have to go to public hearing?
9. A. Dyer responds no and clarifies that public hearings are limited to Official Community Plan amendments and Zoning Bylaw amendments. The comments from this meeting would be compiled and would be brought back to the Board of Directors who will make a decision on whether these covenants will be amended.
10. Chair Cote explains the purpose of the public meeting and that minutes are being taken. She then asks staff to introduce the proposal.
11. A. Dyer introduces the proposal and includes the following:

Applicant's Proposal

- The property owners are applying to the ACRD to amend two Restrictive Covenants registered to the property, FB194074 and FB194076. The amended covenants, and the Tourist Commercial (C6) District zoning, would allow for the development of up to eleven (11) dwelling units on the property each with a maximum floor area of 2,000 square feet. Conceptual building designs and an updated site plan (Appendix 'C') are included with the applicant's submission. The proposed development would be in the form of four (4) duplexes and three (3) single family dwellings on the 0.65 hectare portion of property north of Lakeshore Road.

Agency Referrals and Public Correspondence

- The agency referral responses that were received recommended approval subject to comments provided in the responses or noted that the agency's interests are unaffected (Appendix 'A'). Responses were received from the Ministry of Transportation and Transit, Island Health, and ACRD Building Inspection. The Sproat Lake Fire Department Fire Chief provided a verbal response ahead of the meeting and he noted that the 6.4 m constructed road widths within the development would be sufficient for emergency vehicle access and that the Fire Department would be able to safely respond to the site in the event of a fire utilizing their existing pumper truck capacity.
- There were two (2) letters of public correspondence received ahead of the public meeting (Appendix 'B'). The letters express concerns relating to increased density and short-term rentals in the area, increased noise and potential for nuisances requiring increased enforcement, traffic safety, parking, boat moorage, beach access, access to potable water and the private water system, and the ongoing maintenance of any drinking water infrastructure.
- One of the letters proposes measures that should be taken to address concerns, including clearly marked and expanded parking areas, road markings and signage, paving, creating a clearly defined swimming area away from moorage zones and exploring shared use of the adjacent public beach access, and full-time on-site management to address nuisance concerns.

- Copies of the agency referral responses and public correspondence are available for public review linked on the ACRD website and hard copies are available in the Board Room. The agency responses will form part of the public meeting report considered by the Board.

Proposal Details

- The Restrictive Covenants were registered to the property in 2008 as a condition of rezoning. The covenants, registered in favour of the ACRD, currently limit the development of the property into one hotel/motel with a maximum of ten (10) sleeping units, or a maximum of ten (10) dwelling units, and restricts the useable floor area of each sleeping/dwelling unit to 1,200 square feet of living area excluding any garage or carport. The covenants also require a 3-metre-deep vegetated leave strip along the west and east property boundaries and allows for one 20-metre-wide access road from Lakeshore Road and Aldan Road.
- The process in which the Regional District follows to amend or discharge a covenant registered in favour of the ACRD is to hold a public meeting to allow for public input prior to the Board considering any changes to the covenant.
- The specific amendments to the covenants that would allow for the intended development include the following:
 - Increasing the number of permitted dwellings from ten (10) to eleven (11) units and allowing for each unit to be subdivided as a strata unit.
 - Restricting the location of all dwelling units to the upland portion of the property north of Lakeshore Road.
 - Allowing for an increase in the maximum floor area of each dwelling unit from 1,200 ft² to 2,000 ft², excluding garage and carport areas.
 - Allowing for two 20-metre-wide road accesses from Aldan Road, north of Lakeshore Road, through the vegetative leave strip. The covenant currently restricts the development to only one access from Aldan.
 - Aligning the covenant boundary with the existing C6 and MAR2 zoning boundary.
- The applicants have not proposed any development south of Lakeshore Road on the 0.2 ha portion of property adjacent to the lake and all construction would meet flood construction level requirements established by the Geotechnical Engineer. The applicants engaged an Engineer to assess the sewage disposal capacity and they have confirmed that an 11-unit sewage system can be designed and located in the northwest corner of the property to comply with Island Health Regulations.

12. Chair Cote invites the applicant to add any information or comments.

13. Agent Rachel Hamling from Prism Land Surveying – Thank you, I'm here with Kris McNichol and Sean Lingl, who are the property owners, and Neil Bauder, also from Prism, is the land surveyor.

I'm here on behalf of the property owners as a land consultant. We appreciate the community input and we understand that Sproat Lake is a community that people deeply care about. The purpose of this application is quite straightforward; we're seeking amendments to two existing covenants to

allow a modest 11-unit residential development on the north side of Lakeshore Road. These covenants, as Alex mentioned, were registered in 2008, and they were tied to a previous development that didn't end up moving forward, so what we're proposing is more responsive to the site as it exists today, and still aligns with the zoning in place, the tourist commercial zone.

The proposed development area is located on the north side of the road only. It's currently cleared and vacant, and it steps, gently upward, away from the lake. Because of that natural topography, the development will take on a bit of a stadium-style configuration, meaning the homes will step up rather than sit on a flat plain. And this approach really does reduce the overall visual impact, it avoids a continuous wall of buildings, and it helps maintain the view corridors from the properties above. Across Lakeshore Road to the south is the existing marina. No expansion of the marina is proposed, and there's actually no boat launch on the marina, so, parking or boat, trailer parking would not be an issue.

With regard to water servicing, the proposal would utilize existing infrastructure. There is a shared water system located on the property that currently serves the 10 bare-land strata lots to the north. This system was originally designed for 21 units, so with only 10 connected today, there is a capacity for 11 additional units, which aligns with the proposal. The owners are committed to ensuring that the existing strata will not be negatively impacted. Specifically, there will be no additional costs to the existing strata. There will be no reduction in the water supply, and no interruption in the service. If any upgrades are required for this development, those costs would be funded by the developer. And over time, shared maintenance costs would be distributed across more users, which will help reduce overall cost to the existing strata owners.

As Alex mentioned, we're proposing 4 duplex buildings and 3 single-family homes. And we're requesting an increase in the size to 2,000 square feet and this is intentional. Homes of this size are better for supporting full-time living. They provide an opportunity for families to live there year-round, to put down roots and enjoy the Sproat Lake community. At the same time, it still does allow more flexibility for seasonal or short-term use as well, as the zone provides. Architecturally, the buildings were designed with a contemporary West Coast feel with low-profile 4/12-pitch roof lines. So, combined with the natural slope and the step layout, this will really help minimize the impacts on the neighboring views. Neighboring properties to the north will continue to benefit from the existing easement, providing direct beach access to Sproat Lake, so that access will remain unchanged. You may notice on the design boards here, some of the exterior materials will be, board and batten siding, timber accents, some stone detailing, and natural color palettes with black frame windows, also, these large sliding doors that lead onto the patios that will really create a nice indoor-outdoor living space. All the lighting would be, installed downward facing to maintain that darker night sky. And also, the homes will be sprinklered, for safety, and to adhere to spatial separation calculations, in line with the BC building code.

Each unit will have a one car garage. Five additional parking stalls have been included in the plan for residents and guests and once the site is graded and the landscaping design is more fine-tuned,

there'll be a lot of additional parking on the south side of that portion, north of Lakeshore Road creating ample parking there, once the site is graded. We're thinking probably about at least 15 more stalls there. It's also good to keep in mind that should the covenants be amended, there'll also be a further form and character development permit required and that will be also reviewed and approved by ACRD, so another opportunity for the design to be reviewed. Detailed civil engineering drawings for grading, access, road design, and utilities would also be submitted to both the ACRD and the Ministry of Transportation and Transit, through the development process.

To summarize the amendments, again, the first covenant, we're requesting an increase in the maximum dwelling units from 10 to 11. An increase in the allowable size of the units from 1,200 square feet to 2,000 square feet, an increase in the subdivision potential from 10 to 11 strata lots and adjustment in the covenant boundary to align with the existing zoning boundary.

The second covenant, we're requesting permission for two accesses off Alden Road, instead of just one. The Ministry of Transportation has reviewed this and provided written support for that.

Engineering for septic has also been looked at. The area proposed for that is the farthest corner away from the lake, so that was designed purposefully to keep that away from the lake. And also Ryzuk Geotechnical has looked at this as well, and confirmed that all the homes will be above the construction level, and they meet the required setback, so it was deemed safe for residential use. Overall, this is a carefully considered proposal that works with the natural landscape, it uses existing infrastructure, and introduces a modest family-oriented housing. We appreciate being able to speak about this at this time.

14. Chair Cote invites members of the public to add any information or comments. She notes that all participants are asked to abide by the social accountability and respectful language guidelines included in the sign-in sheet. Anyone who incites harm towards other participants will be asked to leave at the discretion of the Chair.
15. Josh Dahling, Beaver Creek – I spend my summers and a lot of time on the lake. I bought a boat in Port Alberni in 2020. There were a couple of owners of the marina, I know Kris and his team here, and they're the third owner since I've been there, and they've operated the marina at a high standard. They've made a lot of improvements, and when I heard that they were going to be developing the property back there, I was quite pleased to hear it. Visually I think it's going to be an improvement, I have no doubt that they're going to do a beautiful job. I've seen some other projects that Kris has been involved in. I also heard about the zoning, I believe I was the first person to get a Temporary Use Permit in the Alberni-Clayoquot Regional District and it was a bit of an upward battle. Initially it seemed to go well, but in the final stages of it, when the notice was given out to the neighbours, there was a lot of fear about there being disruptions to the neighbourhood, about the possibility of crime, loud noise, and all those things. What I can tell you is, since I started my short-term rental quite a few years ago, we've renewed that permit once already, we've had zero complaints. We've actually benefited not only my neighborhood, but the community. We host a lot of doctors in Port Alberni, whom I know personally. I brought a doctor here during COVID, he moved here for two years, ran our emergency room. The people that come spend money in our community

and it's been a real blessing to have it. I also think with the option to do the short-term rentals at these units; it makes them more affordable and more realistic and more obtainable. For a lot of families who wouldn't otherwise have the opportunity to have a home by the lake, and it will allow more people to have the enjoyment of what it has to offer. I've lost count of how many doctors I've brought to Port Alberni, I'm quite aware that our hospital is basically on life support itself. One of the challenges for some of the doctors I know is that there's a lot of them coming out of medical school with a lot of debt and buying a home is not possible for them. A lot of people think you're a doctor, you can afford a home. Well, the reality is life's unaffordable for most people these days, and most of the doctors I have gotten to know over the years would probably be able to afford one of the places that Kris is building on the lake and it would be a great incentive to get them here. And if they have to go practice elsewhere, which is common practice in the healthcare system now, doctors are travelling to other communities to try and keep the hospitals open. We have two that come from Tofino, they're a couple, they work 36-hour shifts to keep our hospital open. If Kris and his team got the go-ahead with this project, I'd do everything in my power, talk to some of my friends and see if we can get them to buy a couple of units. Thank you.

16. Chair Cote – I think you definitely hit on a note where we do have a crisis at the hospital. Are these units for sale?
17. R. Hamling – Yes, they would be a building strata, so they would have individual titles and able to be purchased individually.
18. Chair Cote – There would be a strata council or regulations that need to be adhered to?
19. R. Hamling – Yes, a strata would be set up as part of the building strata, there would be annual general meetings and other factors would go into either general regulations from the Strata Property Act or special regulations pertaining to this property and how it's managed, even down to the façade, it can all be put in that as well but we haven't worked out the full details of that yet, it's very preliminary.
20. Chair Cote again invites members on the public to ask questions or provide comment.
21. Evan Schuhmann, 10420 Marina Vista Drive – I just have a couple of questions, one of the main ones was already brought up about parking down there, it's a little bit nuts in the summer. Aldan Road is usually used as an overflow, with people parking all the way up to the sign where Marina Vista is, where the left-hand turn would be. I've seen the proposed development has a proposed store down in the lower parking lot, I'd be a little bit concerned about losing any more parking spaces there. I also have questions regarding the strata. We're already part of a strata up top, and I know they're proposing to join our water system, I'm guessing that they would also join our strata as well?
22. Neil Bauder, Prism Land Surveying – There would be a separate strata corporation established when these buildings are constructed.
23. E. Schuhmann – Thanks for that. One of my other concerns is that the original 10 units at 1,200 square feet are almost doubling with the proposed 11 units at 2,000 square feet. I know there's one

parking stall per unit, and five additional for guest parking, is there any idea how many bedrooms that 2,000 square foot house is going to have?

24. Kris McNichol – Yes, currently in the design right now, it's three bedrooms.
25. E. Schuhmann – So probably safe to say that there's going to be at least two cars per house at any given time if it's three to four bedrooms. There's no public transportation at the lake, so I would assume that everyone is going to be driving.
26. K. McNichol – Right now the design is that you have one garage plus parking outside the house. We have additional parking up above where the septic system would be, and then down below, when we clean up that area it'll probably gain about 20 extra parking spots for visitors.
27. E. Schuhmann – You're referring to the lower current parking area?
28. K. McNichol – Yes, north of Lakeshore Road.
29. E. Schuhmann – Okay, so it sounds like you're going to be doing some more clearing in there and making it larger?
30. K. McNichol – We will definitely be making it larger and a lot better looking visually too.
31. E. Schuhmann – Just curious, how many boat slips do you guys currently have at the marina?
32. K. McNichol – 30 plus but that is not part of this application.
33. E. Schuhmann – I understand that, but the parking is, right? You have 30 plus people that are going to be driving and parking there, that's the only reason I'm bringing this up. I think it does pertain to this development, right? Because, right now, parking is insane, there is no parking.
34. A. Dyer – Evan, those are real concerns. We know what it's like there and in the summer the marina is a separate use from this, but within this development, they will need to manage the parking that they have. Our zoning bylaw includes minimum requirements for parking. It is fairly limited, 1.1 space per dwelling unit, so the minimum requirements are probably not adequate for what's there but with this case, having a garage within the dwelling and then having a driveway in front of the garage, plus the overflow spots that they proposed, I expect that they would be able to manage parking on this site. I think it is a benefit that they do own the remainder of the property that is developed into some parking, and it sounds like they're willing to expand it as well, so they do have control over that at least. The last thing I will note is that the Ministry of Transportation will review the application at the strata subdivision stage, at that point the Ministry may make some requirements around parking on Aldan Road and Lakeshore for example. That's not up to the Regional District but it is the Province who owns and manages the roads, and we'll look to them for some guidance on that.

35. E. Schuhmann – One more question, I know that you're probably aware that we have an easement that gives us water access down to the beach and I just wanted to know if there is anything that's going to impede our easement down the side there?
36. K. McNichol – No nothing will be changed, if anything it will be better.
37. E. Schuhmann – That's all my questions, my main concern is how heavily populated and how the traffic is going to change out there, it's going to be double, triple, the foot traffic in the area. So that is my only concern. Being somebody that lives there, it's just the struggles with short-term rentals, I'm all for development and people and new families moving out to Sproat Lake. I've grown up at Sproat Lake, and I've seen it go from us having an elementary school there to just summer houses for everybody now. That was my only big concern, is that I just don't want to see it turn into just another, hotel zoning, essentially. Thank you.
38. Chair Cote – Thank you for your comments, would the applicant like to reply?
39. Sean Lingl - That's actually one of the reasons that we're trying to make these houses larger, is to make them more family friendly. Guaranteed, if they're 1,200 square feet, anyone who buys these, there's a really good chance they're going to be short-term vacation rentals. We're trying to build them to be family-friendly, and I think that's really what the neighborhood, really suits there, is more families. Thank you.
40. Chair Cote invites any other members of the public to speak.
41. Chris Dods, 11238 Pine Street, Great Central - I grew up at Great Central and Sproat Lake, and I can recall it being very busy out there in the 70's, so I don't think much has changed. I'd like to comment on Sean's comment about the families, I like the idea to make it affordable because there's a lot of summer residents only out there, and we need families there for the fire department to get more volunteers, so we need more residents out there, and it affects all of us, even at Great Central, so I'm 100% for the development, and it also creates jobs, which we need here, too. Thank you.
42. Chair Cote – Thank you Chris, would the applicant like to respond at all?
43. K. McNichol – We appreciate the support, you talk about jobs, and this is exactly what we're bringing in. To relay what Sean was saying, we are not changing the zoning, it is already zoned for commercial purposes so we could easily build ten 1,200 square foot units, which would just be short-term rentals. We want to make it family friendly so people can actually buy and live there. Thank you.
44. Chair Cote – Would anyone else like a chance to speak, anyone online?
45. A. Dyer – We have three other members online, if you'd like to add a comment in the chat or unmute yourself, now would be a great time and of course anybody else in the room as well.

46. Chair Cote – 2008 was a long time ago, I was Chair at the time, for the last process of putting these covenants on. We had a lengthy discussion, it was an experience for the community, a development of this sort. The development on the upper part of the property that was subdivided off was meant for affordable housing and the lower part was meant for commercial rentals. It looks like in the upper part there are already four temporary use permits for short-term rentals which in my opinion is kind of disappointing because I'd really like to see some affordable housing. I like the idea of making this an opportunity for actual families to move in. I think that's something that's very much needed. In our housing needs assessment, we were told that we need 297 new houses built in the area within the next 20 years, this would benefit that.

Sproat Lake is very unique, we don't have a hotel to speak of people are renting houses which is very disruptive in neighbourhoods. Housing is so unaffordable in many cases that they're bought up by companies, or multiple owners and rented out. They're not family homes anymore. People have mentioned they would like to see more affordable housing in all areas. This would give an opportunity for people to move to Sproat Lake, possibly.

This is a different process, I'm glad staff have worked with the applicant to make this meeting possible, so that people have the opportunity to comment or ask questions because there is no public hearing for this. When will this be going to the Board?

47. A. Dyer – The report will be received by the Board at the next meeting, Wednesday, April 22.

48. Chair Cote encourages the public to use this opportunity to ask any questions or express any concerns they might have.

49. No further comments in the room or online.

50. Chair Cote asks the applicants if they want to make a final comment.

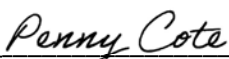
51. No further comments.

52. Chair Cote explains that members of the Board of Directors cannot receive new information related to this amendment between the end of this meeting and making a final decision on the covenant amendment. If any Board member does so, the meeting could be invalidated and would have to be held again.

53. No further comments.

54. Chair Cote calls three times for further representations and comments from the public. Hearing none, the meeting is terminated at 7:51 pm.

Certified Correct:



Penny Cote, Director for Electoral Area 'D' – Sproat Lake

Minutes Prepared by:



Kerri Creighton, Planning Technician & Bylaw Enforcement Officer



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

APPLICATION REFERRAL RESPONSE

COVENANT AMENDMENT
ACRD FILE NO.: MISC25003

APPLICANT NAME: 1257819 BC LTD (Agent: Rachel Hamling)
ACRD CONTACT: Alex Dyer, MCIP, RPP, GM of Planning & Development
Date of Referral: March 6, 2026

Approval Recommended for
Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due
to Reasons Outlined Below

AHJ would recommend a minimum of 4.8m between buildings for fire safety and building code considerations.

Agency (please print): ACRD - Building Department

Name (please print): Brett Mortlock

Title: Building Official

Signature: *Brett Mortlock*

Date: 03.10.2026

PL20250079/MISC25003

Alberni-Clayoquot Regional District | 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3 | 250.720.2700 | www.acrd.bc.ca

Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?i?ath, Uchucklesaht Tribe Government, and Toquaht Nation, and Six Electoral Areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).



COVENANT AMENDMENT
ACRD FILE NO.: MISC25003

APPLICANT NAME: 1257819 BC LTD (Agent: Rachel Hamling)
ACRD CONTACT: Alex Dyer, MCIP, RPP, GM of Planning & Development
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Approval Recommended for
Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due
to Reasons Outlined Below

Sewerage System Construction:

Construction and maintenance of a sewerage system with a daily design flow of less than 22,700 litres per day must meet the requirements of the Sewerage System Regulation. Larger waste water systems of 22 700 litres per day or more must meet the Municipal Wastewater Regulation requirements under the Environmental Management Act.

Water supply:

All water supply systems, any system other than a domestic water system that serves only one single-family residence, must comply with the Drinking Water Protection Act and Regulation and seek approval for construction and operation from our office. If expansion or alteration of the existing waterworks is required, ensure to obtain the required construction permit or waiver before commencing works.

Agency (please print): Island Health

Name (please print): Leni Rose

Title: Environmental health officer

Signature:

Leni Rose

Digitally signed by Leni Rose
Date: 2026.03.09 11:18:31 -07'00'

Date: 09-Mar-26

PL20250079/MISC25003

Alberni-Clayoquot Regional District | 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3 | 250.720.2700 | www.acrd.bc.ca

Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?ił'ath, Uchucklesaht Tribe Government, and Toquaht Nation, and Six Electoral Areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).

Kerri Creighton

From: Spilde, Dana TT:EX <Dana.Spilde@gov.bc.ca>
Sent: March 19, 2026 2:28 PM
To: Planning Shared
Subject: MoTT File # 2026-01186 Approval/ Referral

[CAUTION] This email originated from outside of the ACRD

Hello,

The Ministry of Transportation and Transit (MOTT) has received and reviewed your referral dated March 6, 2026, regarding the amendment of Restrictive Covenants FB194074 and FB194076 to allow for the proposed development of up to eleven (11) dwelling units on the property.

Lakeshore Road is a ministry road which would trigger a rural subdivision application and or any relevant permits for access within Lakeshore Road or Aldan Road.

To submit a permit or subdivision application online, please use the following link:

[eDAS Development Department](#)

The Ministry has no objections to the amendment of Restrictive covenants FB194074 and FB194076, the restrictive covenants have the Alberni-Clayoquot Regional District named as the Transferee not the Ministry of Transportation and Transit therefore our approval to ammend is not required.

Thank you for the opportunity to comment. If you or the proponent have any questions, please contact me at (250) 739-8228 or by email at Dana.Spilde@gov.bc.ca.

Thank You,



Dana Spilde
Development Services Officer- SA01/ SA02
Ministry of Transportation & Transit
(250) 739 -8228 Direct Line

****Please Include File Number in Subject line, if applicable.**

Saanich Area Office-SA01
(250) 952-4515 Office Line
Suite 240- 4460 Chatterton Way
Victoria, BC
V8X 5J2
Nanaimo Area Office-SA02

(250) 250-751-3246 Office Line
Suite 301- 2100 Labieux Road
Nanaimo, BC
V9T 6E9

[eDAS Development Department](#)
[Highway use permits - Province of British Columbia](#)
[SUBDIVISION INFORMATION](#)
[Rural Subdivision Approvals Manual](#)

RECEIVED

APR 13 2026

April 12, 2026

Alberni Clayoquot Regional District

To Whom It May Concern,

We are writing as immediate neighbouring residents to the property subject to the proposed covenant amendment (FB194074 and FB194076) at Sproat Lake.

While we oppose the amendment in principle, our primary concerns relate to safety, congestion, and quality of life for surrounding residents.

1. Increased Density and Short-Term Rentals

The proposal will significantly increase the number of occupants on a relatively small property. A higher density of short-term vacationers will inevitably lead to:

Increased noise, particularly during late hours

Disruptions to residents who work regular schedules

Greater strain on shared infrastructure

Short-term rental use in this setting requires full-time, on-site management to ensure compliance with noise bylaws, responsible alcohol use, and proper waste management. Without this, issues will escalate quickly.

2. Existing Congestion and Safety Risks

The area is already experiencing congestion due to:

A busy marina and boat moorage

Approximately 10 homes sharing dock and beach access

Limited parking

Current conditions already present safety concerns:

Vehicles, trailers, and trucks frequently park partially on the road

Increased pedestrian and vehicle conflict in a constrained space

Limited visibility and lack of traffic control measures

An expansion of use will only worsen these issues.

3. Parking and Traffic Management

Parking is currently inadequate and unmanaged. To prevent spillover into neighbouring properties and roadways, the following must be addressed:

Clearly marked and expanded parking areas

Paving and defined parking limits

Road markings, signage, and crosswalks

Enforcement of boundaries to prevent encroachment on neighbouring access

Without these measures, the area risks becoming unsafe and unmanageable.

4. Beach Access and Water Safety

The shared beach area is already congested and presents safety concerns:

Swimmers, including children, are using waters adjacent to active boat moorage
Increased activity raises the risk of accidents
We strongly recommend:

Relocating the primary swimming area away from moorage zones
Creating a clearly designated, protected swimming area
Exploring shared use with adjacent public beach access to improve safety and reduce congestion

5. Enforcement and Accountability
Developments of this nature must include:

Full-time, on-site staff or management
Enforced quiet hours, similar to regulated campgrounds
Ongoing monitoring of noise, garbage, and behaviour
Without strict enforcement, the negative impacts on neighbouring residents will be significant and ongoing.

Conclusion
The increase in density, combined with short-term rental use, raises serious concerns regarding safety, congestion, and community well-being.

We respectfully urge the ACRD to:

At minimum, require substantial safeguards, infrastructure improvements, and full-time on-site management before any approval is considered.

Thank you for your time and consideration.

Sincerely,
Nancy and Ron MacKnight
██████ Lakeshore Rd

████████████████████

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Alberni-Clayoquot Regional District
Planning Department
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Re: Application # MI5625009 – Covenant Amendment
Subject Property: 10412 Lakeshore Road, Port Alberni, BC

Dear Planning Staff,

We would like to provide comments regarding the proposed covenant amendment for 10412 Lakeshore Road as neighbouring property owners.

We understand that development in the area is evolving, and we appreciate the opportunity to provide input. Our intent is not to oppose development, but to ensure that any changes proceed in a way that is sustainable, safe, and fair for all parties involved.

The proposed increase in allowable dwelling size from approximately 1,200 square feet to up to 2,000 square feet per unit represents a notable increase in overall usage and would require a significantly greater volume of water. Given that our strata is located at the top of the hill, we have concerns that increased demand could impact water pressure and overall reliability of service for existing users.

We do, however, have several important considerations regarding the proposed use of the existing private water system that services our strata. Based on our review, we have not seen any clear documentation confirming that there is a legal right to access or connect to this system. The easement appears to be limited to access for maintenance and repair purposes, and it is unclear whether it permits additional connections or expanded use.

We are aware that there are differing interpretations regarding access and use of the existing water infrastructure, and that assertions of access appear to be based on an understanding rather than clearly defined and registered documentation. Clarification on this point would be important prior to any approvals moving forward.

We have significant concerns regarding the capacity of the existing well and pump system to support additional units. Based on the number of additional units being considered, it is our understanding that the current system would not be sufficient without upgrades. The developer has indicated that upgrades may be required at their cost; however, this raises important concerns regarding long-term responsibility for maintenance, repairs, and replacement.

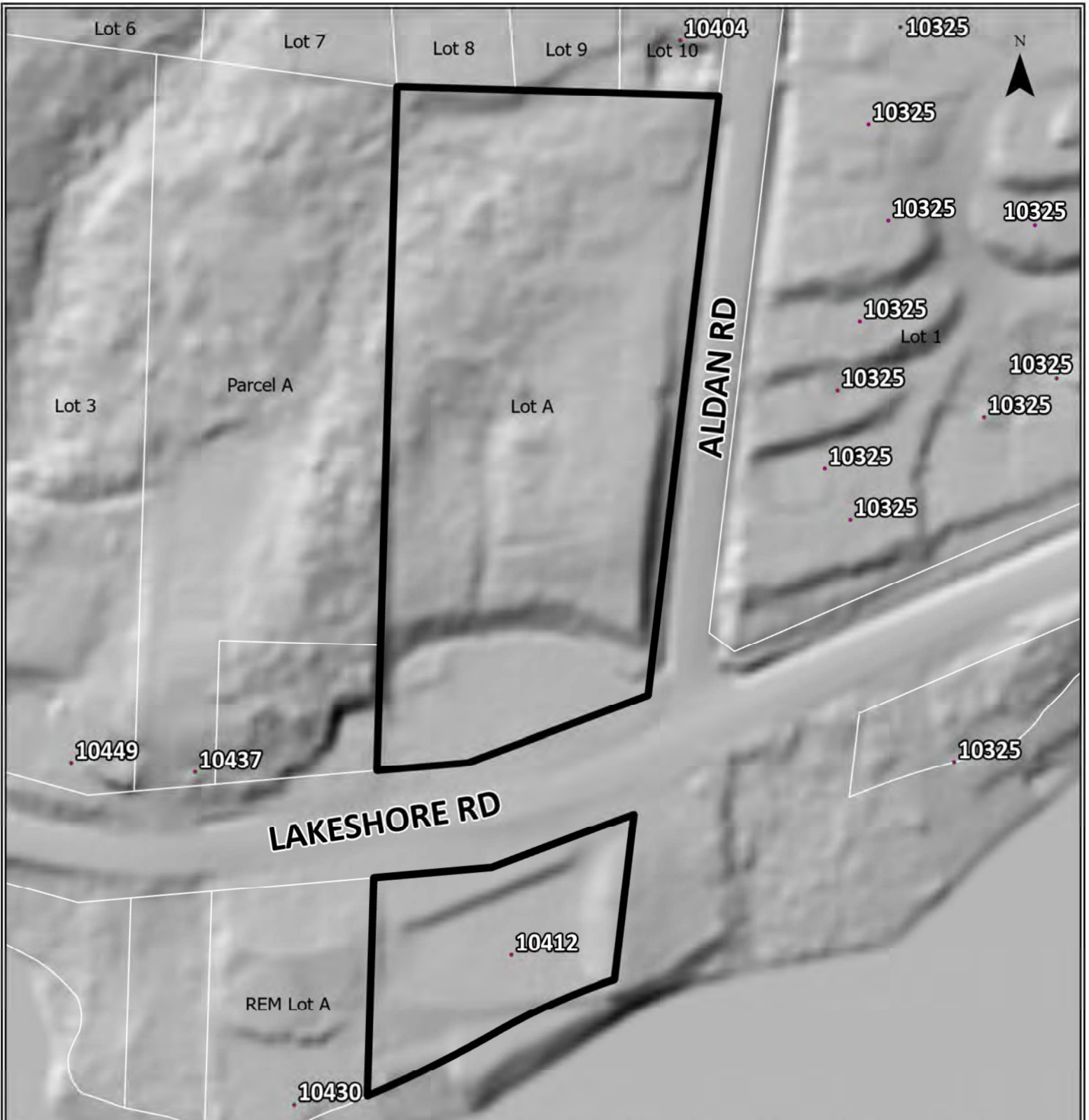
We have some concerns related to access and traffic. Aldan Road is relatively narrow and already used by residents, service vehicles, and recreational traffic, including boats and trailers. Additional access points and increased density may impact traffic flow and safety, including emergency vehicle access.

Overall, we respectfully suggest that these matters be clearly addressed and resolved as part of the review process.


Thank you for your time and consideration.

Sincerely,

Robert & Sherry Defelice
[REDACTED] Marina Vista Dr.
[REDACTED]



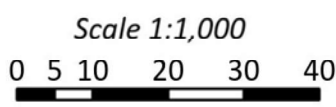
This product is intended for general reference use only and should not be used for navigation or legal purposes. Imagery offsets may exist. Satellite imagery may be offset by several meters.

 Subject Property



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

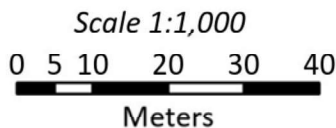
Prepared 2025-11-18
Sources: Prov. BC, ParcelMapBC; ACRD



102 Meters



This product is intended for general reference use only and should not be used for navigation or legal purposes. Imagery offsets may exist. Satellite imagery may be offset by several meters.



 Subject Property



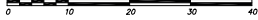
**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

Prepared 2025-11-18
Sources: Microsoft, VantorProv. BC,
ParcelMapBC; ACRD

SITE PLAN OF LOT A, DISTRICT LOT 204, ALBERNI DISTRICT, PLAN VP85387.

SHOWING PROPOSED BUILDING LAYOUT CONCEPT THEREON

SCALE 1:400



THE INTENDED PLOT SIZE IS 560mm IN WIDTH AND 865mm IN HEIGHT (D-SIZE) WHEN PLOTTED AT A SCALE OF 1:400.

NOTES:

THIS PLAN IS NOT TO BE USED TO RE-ESTABLISH PROPERTY LINES. ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF AND ARE DERIVED FROM LTO RECORDS.

ELEVATIONS ARE GEODETIC IN METRES, REFERENCED TO CGVD2013 DATUM, DERIVED FROM DIFFERENTIAL DUAL FREQUENCY GNSS OBSERVATIONS POST-PROCESSED USING NATURAL RESOURCE CANADA'S PRECISE POINT POSITIONING (PPP) SERVICE.

CONTOUR INTERVAL IS 0.2 METRES.

FLOOD CONSTRUCTION LEVEL ASSESSMENT FROM RYZUK GEOTECHNICAL CONSULTANTS; ASSESSED FLOOD CONSTRUCTION LEVEL = 35.13m FILE NO. 12181-1 (DATE: 2024/09/10)

JURISDICTION: ALBERNI-CLAYOQUET REGIONAL DISTRICT

PARCEL ZONING: TOURIST COMMERCIAL DISTRICT (OC) / MARINA TWO DISTRICT (MAR2)

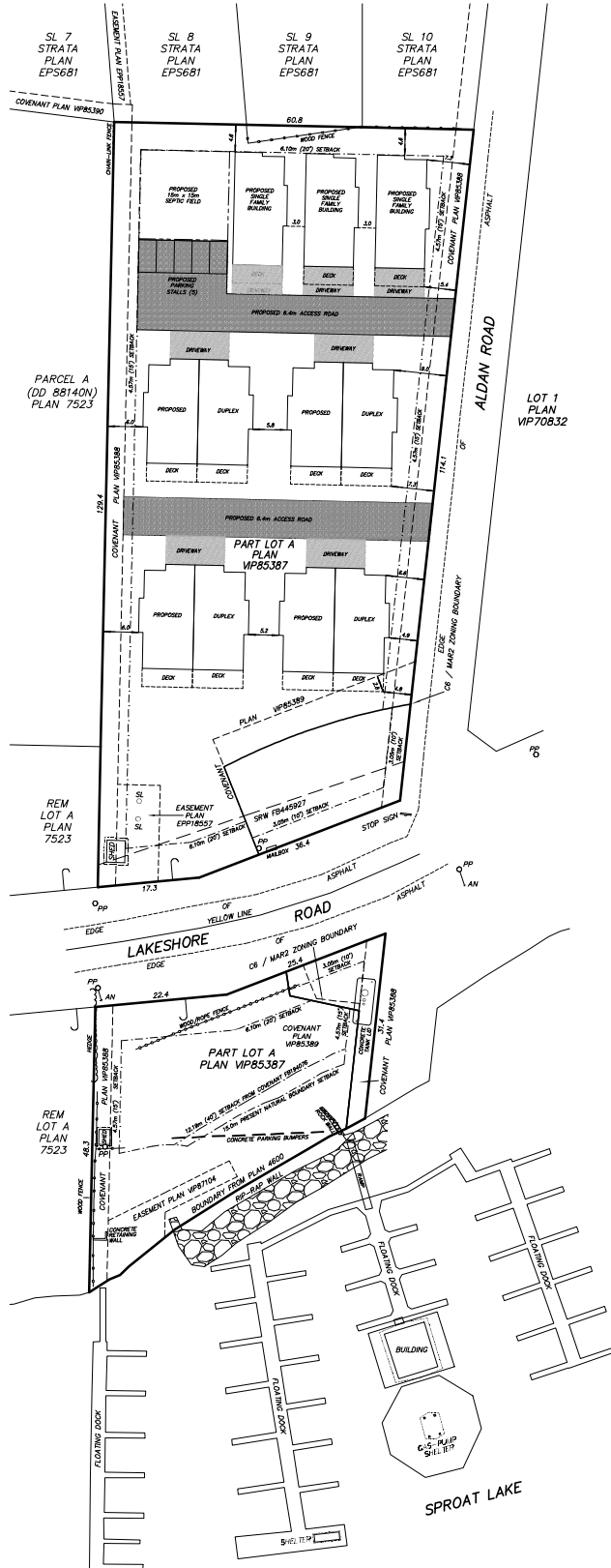
PID NO: 027-581-039

THIS LOT IS SUBJECT TO LTO CHARGE NUMBERS: NTR630, SF194074, FB194076, FB445927, FB445928, FB445927, FB446468, CA268222 AND CA258245.

CIVIC ADDRESS: 10412 LAKESHORE ROAD, PORT ALBERNI, BC

LEGEND:

- DENOTES SETBACK LINE
- DENOTES ROOF OVERHANG
- PP ○ DENOTES POWER POLE
- SL ○ DENOTES SEPTIC LID
- AN --- DENOTES HYDRO ANCHOR
- CSP --- DENOTES CORRUGATED STEEL PIPE
- BOD --- DENOTES BASE OF DITCH



QUICK CONVEY Software

FB194075

LAND TITLE ACT (Section 233)
Province of British Columbia

18 JUL 2008 14 05

FB194074

FORM C
GENERAL INSTRUMENT - PART 1

Page 1 of 8

1. APPLICATION: Client No: #10977 File No: 31295
Dorothy Clarkstone
Notary Public
3151 - 3rd Avenue
Port Alberni, BC V9Y 4C7
Tel: 250-723-9747

Deanne Ruel
Signature of Applicant's Agent

2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION(S) OF LAND:
(PID) (Legal Description)
000-100-722 LOT A, DISTRICT LOT 204, ALBERNI DISTRICT,
PLAN VIP 85387

3. NATURE OF INTEREST: Description: SECTION 219 COVENANT & PRIORITY AGREEMENT
Document Reference: (page & paragraph) ENTIRE DOCUMENT EXCEPT PRIORITY AGREEMENT PG 7, PARAGRAPH 16 & 17
Person Entitled to Interest: TRANSFEREE
AC 08/07/18 14:07:07 01 VI CHARGE 811370 \$132.30

2c

4. TERMS: Part 2 of this instrument consists of (select one only)
(a) Filed Standard Charge Terms ___ D.F. Number: _____
(b) Express Charge Terms X Annexed as Part 2
(c) Release ___ There is no Part 2 of this instrument
A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

5. TRANSFEROR(S): 655,570 B.C. LTD. (Inc. no. 655,570) and COASTAL COMMUNITY CREDIT UNION and ALL ISLAND EQUITY MORTGAGE INVESTMENT CORP (Inc. No. 0537559)

6. TRANSFEREE(S): (including postal address and postal code) ALBERNI-CLAYOQUOT REGIONAL DISTRICT, 3008 - 5th Avenue, PORT ALBERNI, B.C., V9Y 2E3

7. ADDITIONAL OR MODIFIED TERMS: N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge items, if any.

Officer Signature(s)
Dorothy Clarkstone

DOROTHY CLARKSTONE
Notary Public
3151 3RD AVENUE
PORT ALBERNI, B.C. V9Y 4C7
(250) 723-9747

Execution Date

Y	M	D
2008	07	15

Party(ies) Signature(s):
655,570 B.C. LTD. by its authorized signatory(ies)
Gary Casavant
GARY CASAVANT

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the LAND TITLE ACT as they pertain to the execution of this instrument.


LAND TITLE ACT

FORM D
EXECUTIONS CONTINUED

Officer Signature(s)

Execution Date

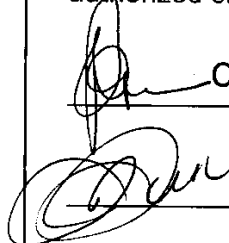
Transferor/Borrower/Party
Signature(s):



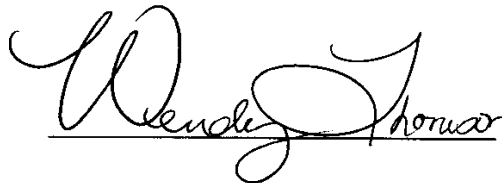
Y	M	D
2008	07 08	11
2008	07 04	18

CHARLES G. RADCLIFFE
Barrister & Solicitor
P.O. BOX 778
NANAIMO, B.C.
V9R 5M2

COASTAL COMMUNITY
CREDIT UNION by its
authorized signatory: Susan Pope
Lending Clerk
Central Operations

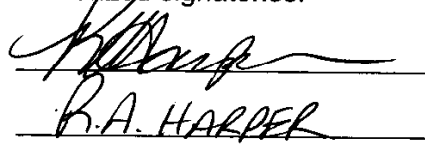


SUSAN DUNN
ASSISTANT MANAGER
CENTRAL OPERATIONS



WENDY THOMSON
Deputy Corporate Secretary
REGIONAL DISTRICT OF ALBERNI CLAYOQUOT
Commissioner for Taking Affidavits
In the Province of British Columbia.
(ADDRESS - SAME AS ITEM 3)
(as to all signatures)

ALBERNI-CLAYOQUOT
REGIONAL DISTRICT by its
authorized signatories:



B.A. HARPER

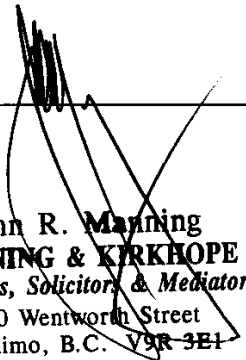
OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT

**FORM D
EXECUTIONS CONTINUED**

Officer Signature(s)

Execution Date




John R. Manning
MANNING & KIRKHOPE
Barristers, Solicitors & Mediators
 430 Wentworth Street
 Nanaimo, B.C. V9R 3E1

Y	M	D
2008	07	10
2008	04	

Transferor/Borrower/Party
Signature(s):

ALL ISLAND EQUITY
MORTGAGE INVESTMENT
CORP. by its authorized
signatories:



 WILLIAM WALKER

(as to all signatures)

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

PAGE 4

TERMS OF INSTRUMENT - PART 2

SECTION 219 COVENANT

BETWEEN:

655,570 B.C. LTD. (Inc. No. 655,570), of 10412 Lakeshore Road, PORT ALBERNI, B.C., V9Y 7L7

(Hereinafter called the "Grantor")
OF THE FIRST PART

AND

ALBERNI -CLAYOQUOT REGIONAL DISTRICT, 3008 - 5th Avenue, PORT ALBERNI, B.C., V9Y 2E3

(Hereinafter called the "Grantee")
OF THE SECOND PART

WHEREAS:

A. The Grantor is the registered owner in fee simple of:

PID
LOT A, DISTRICT LOT 204, ALBERNI DISTRICT, PLAN VIP 85387
(The "Land")

B. The Grantee is the Regional District of Alberni-Clayoquot;

C. The Grantor wishes to rezone the Land for the purpose of legalizing and developing a number of strata lots and a marina;

D. The Grantor has voluntarily agreed to grant this Covenant (the "Covenant") restricting use of the Land to facilitate the rezoning application.

NOW THEREFORE in consideration of the payment of the sum of ONE DOLLAR (\$1.00) BY THE Grantee to the Grantor and the premises and the covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, the parties hereto covenant and agree each with the other as follows:

PAGE 5

1. In this Covenant:

“Vegetative Leave Strip” means an area on the Land within which the naturally occurring plants, trees and other indigenous vegetation must be supplemented, maintained, protected and preserved, and must not be removed without the prior written consent of the Grantee; except that if any living or dead tree within such Vegetative Leave Strip poses an imminent threat to the safety of persons or property, that tree may be cut down or trimmed without the prior written consent of the Grantee; This area is outlined in black as on Explanatory Plan VIP 85388, a copy of which is attached hereto.

2. The Land shall not be used or built upon except in strict accordance with the terms and conditions of this Covenant;
3. The Grantor must leave a Vegetative Leave Strip as shown outlined on Reference Plan VIP 85388 attached hereto as Schedule “A” except that the Grantor is permitted to construct fencing or quality pathways and one access area of no greater than twenty (20) metres in this Vegetation Leave Strip. Where this Vegetative Leave Strip is required for utility installation these elements are excluded from the Vegetative Leave Strip. Provided however, areas used for utilities will be landscaped to conform with the intent of the Vegetative Leave Strip. It is also understood that there will be two accesses which shall go through the Vegetative Leave Strip off Alden Road being one access north of Lakeshore Road and one access south of Lakeshore Road. Each access shall not exceed twenty (20) metres each in width. There shall also be parking and trailer storage for not greater than 8 spaces off Alden Road north of Lakeshore Road on the Vegetative Leave Strip.
4. The Grantor shall have also have one access from Lakeshore Road to the north part of the property and one access from Lakeshore Road to the south part of the property. Each access shall not exceed twenty (20) metres each in width.
5. The Grantor and the Grantee agree that the enforcement of this Covenant shall be entirely within the discretion of the Grantee and that the execution and registration of this Covenant against the title to the Land shall not be interpreted as creating any duty on the part of the Grantee to the Grantor or to any other person to enforce any provision or the breach of any provision of this Covenant;
6. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Land as if the covenant had not been executed and delivered by the Grantor;

PAGE 6

7. The Grantor hereby releases and forever discharges the Grantee of and from any claim, cause of action, suit, demand, expenses, costs and legal fees whatsoever which the Grantor can or may have against the said Grantee for any loss or damage or injury that the Grantor may sustain or suffer arising out of or in connection with this Covenant;
8. The Grantor covenants and agrees to indemnify and save harmless the Grantee from any and all claims, causes of action, suits, demands, expenses, costs and legal fees whatsoever that anyone might have as owner, occupier or user of the Land, or by a person who has an interest in or comes onto the Land, or by anyone who suffers loss of life or injury to his person or property, that arises out of or in connection with this covenant, the rezoning of the Land, the issuance of a building permit for any building or structure on the Land, or the use and development of the Land;
9. It is mutually understood, acknowledged and agreed by the parties hereto that the Grantee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Grantor other than those contained in this Covenant;
10. This Covenant shall be registered in priority to all financial charges against the Land and the Grantor agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Covenant;
11. The Grantor shall pay the legal fees of the Grantee in connection with the preparation and registration of this Covenant. This is a personal covenant between the parties.
12. The Grantor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions hereinbefore set out and they shall be binding upon the Grantor as personal covenants only during the period of its respective ownership of any interest in the Land;
13. The restrictions and covenants herein contained shall be covenants running with the Land and shall be perpetual and shall continue to bind all of the Lands (even if subdivided) and shall be registered in the Victoria Land Title Office pursuant to Section 219 of the Land Title Act as covenants in favour of the Grantee;
14. This Covenant shall enure to the benefit of the Grantee and shall be binding upon the parties hereto and their respective heirs, executors, successors and assigns.

PAGE 7

15. Wherever the expressions "Grantor" and "Grantee" are used herein, they shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.
16. COASTAL COMMUNITY CREDIT UNION , the registered holder of charges by way of Mortgage and Assignment of Rents against the within described property which said charges are registered in the Land Title Office at Victoria, British Columbia, under Nos. EV32066 and EV32067, respectively for and in consideration of the sum of ONE DOLLAR (\$1.00) paid by the Grantee to the said Chargeholder (the receipt whereof is acknowledged) agrees with the Grantee, its successors and assigns, that the within Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.
17. ALL ISLAND EQUITY MORTGAGE INVESTMENT CORP. (INC. NO. 0537559) , the registered holder of charges by way of Mortgage and Assignment of Rents against the within described property which said charges are registered in the Land Title Office at Victoria, British Columbia, under Nos. FB173758 and FB173759, respectively for and in consideration of the sum of ONE DOLLAR (\$1.00) paid by the Grantee to the said Chargeholder (the receipt whereof is acknowledged) agrees with the Grantee, its successors and assigns, that the within Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

IN WITNESS WHERE OF the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

18 JUL 2008 14 05

FB194074

LAND TITLE ACT
FORM 11(a)
(SECTION 99(1)(e)(j) and (k))

APPLICATION FOR DEPOSIT OF REFERENCE
OR EXPLANATORY PLAN (CHARGE)

VIP85388

I, Helen MacPhail Sims, Office Manager, 223 Fern Road West, Qualicum Beach, B.C. V9K 1S4
(full name, address and occupation)

agent of Alberni-Clayoquot Regional District, 3008 5th Avenue, Port Alberni, B.C. V9Y 2E3
(full name, address and occupation)

the owner of a registered charge, apply to deposit Reference Plan of Covenant Over Part of Lot
A, D.L. 204, Alberni District, Plan VIP _____

AC 08/07/18 14:06:24 01 VI 811370
PLANS \$55.00

I enclose:

- 1. The Explanatory plan.
- 2. The reproductions of the plan required by section 67(u)(see below).
- 3. Fees of \$55.00

Dated the 9th day of July, 2008

Signature

NOTE: i Under section 67(u) the following reproductions of the plan must accompany
this application:

- (a) one blue linen original (alternatively white linen or original transparencies)
- (b) one duplicate transparency
- (c) one whiteprint is required as a worksheet for the land title office.

ii The following further requirements may be necessary:

- (a) If the parent property is in an Agricultural Land Reserve, a release is required unless the parent property is less than 2.0 acres (app..8094 hectares) or where, for permitted uses, an approving officer has signed the plan under section 1(1)(a) and (b) of the Subdivision and Land Use Regulations (B.C.Reg.7/81) under the Agricultural land Commission Act.
- (b) Where a notice respecting a grant under the Home Purchase Assistance Act is endorsed on title, an extra white print must accompany the application, unless the Ministry of Lands, Parks and Housing agrees otherwise in writing. This extra prints must contain the following endorsement:

"The eligible residence as defined by the Home Purchase Assistance Act is located on lot created by this plan.

B.C.L.S. or solicitor for the owner

- (c) Controlled access approval must be evident on the plan where parent property adjoins a highway that is designated as a controlled access highway.
- (d) Where the plan refers to a restrictive covenant to be made under section 215. the instrument containing the covenant must be tendered with the plan

QUICK CONVEY Software

FB194077

LAND TITLE ACT (Section 233)
Province of British Columbia

18 JUL 2008 14 06

FB194076

**FORM C
GENERAL INSTRUMENT - PART 1**

Page 1 of 8

1. APPLICATION: Client No: #10977 File No: 31295
Dorothy Clarkstone
Notary Public
3151 - 3rd Avenue
Port Alberni, BC V9Y 4C7
Tel: 250-723-9747


Signature of Applicant's Agent

2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION(S) OF LAND:
(PID) (Legal Description)
000-100-722 LOT A, DISTRICT LOT 204, ALBERNI DISTRICT,
PLAN VIP

2c

3. NATURE OF INTEREST: <u>Description:</u> SECTION 219 COVENANT & PRIORITY AGREEMENT	Document Reference: <u>(page & paragraph)</u> ENTIRE DOCUMENT EXCEPT PRIORITY AGREEMENT PG 7, PARAGRAPH 17 & 18	Person Entitled to <u>Interest:</u> TRANSFeree	AC 08/07/18 14:08:06 01 VI 811370 CHARGE \$132.30
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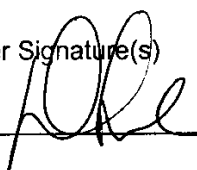
4. TERMS: Part 2 of this instrument consists of (select one only)
(a) Filed Standard Charge Terms _____ D.F. Number: _____
(b) Express Charge Terms Annexed as Part 2
(c) Release _____ There is no Part 2 of this instrument
A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

5. TRANSFEROR(S): 655,570 B.C. LTD. (Inc. no. 655,570) and COASTAL COMMUNITY CREDIT UNION and ALL ISLAND EQUITY MORTGAGE INVESTMENT CORP (Inc. No. 0537559)

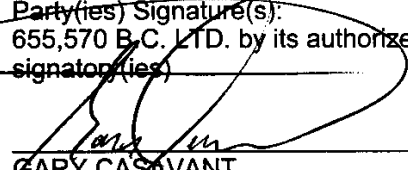
6. TRANSFeree(S): (including postal address and postal code) ALBERNI-CLAYOQUOT REGIONAL DISTRICT, 3008 - 5th Avenue, PORT ALBERNI, B.C., V9Y 2E3

7. ADDITIONAL OR MODIFIED TERMS: N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge items, if any.

Officer Signature(s)

DOROTHY CLARKSTONE
Notary Public
3151 3RD AVENUE
PORT ALBERNI, B.C V9Y 4C7
(250) 723-9747

Execution Date		
Y	M	D
2008	07	18

Party(ies) Signature(s):
655,570 B.C. LTD. by its authorized signatory(ies)

GARY CASAVANT

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the LAND TITLE ACT as they pertain to the execution of this instrument.

LAND TITLE ACT

FORM D
EXECUTIONS CONTINUED

Officer Signature(s)




CHARLES G. RADCLIFFE
Barrister & Solicitor
P.O. BOX 778
NANAIMO, B.C.
V9R 5M2

Execution Date


Y	M	D
2008	07 05	11
2008	07 04	18

Transferor/Borrower/Party
Signature(s):

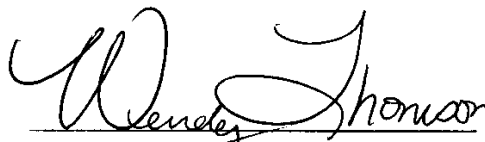
COASTAL COMMUNITY
CREDIT UNION by its
authorized signatoeis:



Susan Pope
Lending Clerk
Central Operations



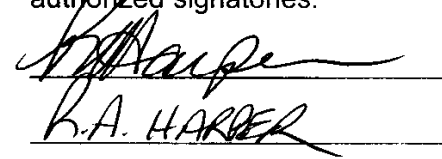
SUSAN DUNN
ASSISTANT MANAGER
CENTRAL OPERATIONS



WENDY THOMSON
Deputy Corporate Secretary
REGIONAL DISTRICT OF ALBERNI CLAYOQUOT
Commissioner for Taking Affidavits
In the Province of British Columbia.

(ADDRESS - SAME AS ITEM 3)
(as to all signatures)

ALBERNI-CLAYOQUOT
REGIONAL DISTRICT by its
authorized signatories:



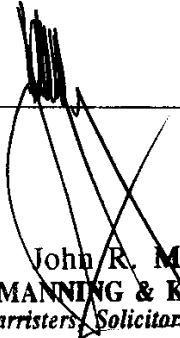
R.A. HARDER

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT

**FORM D
EXECUTIONS CONTINUED**

Officer Signature(s)



John R. Manning
MANNING & KIRKHOPE
Barristers, Solicitors & Mediators
 430 Wentworth Street
 Nanaimo, B.C. V9R 3E1


(as to all signatures)

Execution Date

Y	M	D
2008	07	10
2008	04	

Transferor/Borrower/Party
Signature(s):

ALL ISLAND EQUITY
MORTGAGE INVESTMENT
CORP. by its authorized
signatories:



WILLIAM WANKER

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the EVIDENCE ACT, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

PAGE 4

TERMS OF INSTRUMENT - PART 2

SECTION 219 COVENANT

BETWEEN:

655,570 B.C. LTD. (Inc. No. 655,570), of 10412 Lakeshore Road, PORT ALBERNI,
B.C., V9Y 7L7

(Hereinafter called the "Grantor")
OF THE FIRST PART

AND

ALBERNI -CLAYOQUOT REGIONAL DISTRICT, 3008 - 5th Avenue, PORT
ALBERNI, B.C., V9Y 2E3

(Hereinafter called the "Grantee")
OF THE SECOND PART

WHEREAS:

- A. The Grantor is the registered owner in fee simple of:

PID
LOT A, DISTRICT LOT 204, ALBERNI DISTRICT, PLAN VIP _____
(The "Land")
- B. The Grantee is the Regional District of Alberni-Clayoquot;
- C. The Grantor wishes to rezone the Land for the purpose of legalizing and developing a number of strata lots and a marina;
- D. The Grantor has voluntarily agreed to grant this Covenant (the "Covenant") restricting use of the Land to facilitate the rezoning application.

NOW THEREFORE in consideration of the payment of the sum of ONE DOLLAR (\$1.00) BY THE Grantee to the Grantor and the premises and the covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, the parties hereto covenant and agree each with the other as follows:

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1. In this Covenant:

“Covenant Areas” means the areas identified and outlined in black on Reference Plan of Covenant over Part of Lot A, District Lot 204, Alberni District, Plan VIP _____, such plan being registered as plan VIP _____, a copy of which is attached hereto as Schedule “A”

“Dwelling Unit” means one or more habitable rooms, constituting a self-contained unit with a separate entrance, and used or intended to be used together for living and sleeping purposes for not more than one family and containing a separate and properly ventilated kitchen with a sink and cooking facilities and a bathroom with a water closet, wash basin and bath or shower;

“Hotel” means a building containing more than six sleeping units wherein accommodation is provided for transient lodgers. No sleeping unit shall contain private cooking facilities and in no case shall sleeping units be used for retail trade. A hotel shall ordinarily include such ancillary facilities as sample rooms, banquet rooms, rooms devoted primarily to the sale of alcoholic beverages, and other activities permitted in the zoning district in which it is located.

“Motel” means a building or group of buildings wherein accommodation is provided, occupied or intended to be occupied primarily by transient motorists in separate sleeping or dwelling units, none of which shall be used for retail trade. A motel may include a café or restaurant and such ancillary facilities as self-service laundry, and common recreational or cooking facilities. Where the motel is located as to be occupied primarily by transient motorists, each sleeping or dwelling unit shall have its own parking space conveniently located on the lot.

“Non-Residential” when used with reference to a building, structure or use, means designed, intended or used for purposes other than those of a residential use building.

“Setback” means the required minimum distance between the high water mark of Sproat Lake and any building on any lot;

“Side Lot Line” means a line, marking the boundary between the Land and another lot or between the Land and a lane or street, of which one or both ends intersect the Front Lot Line;

2. The Land shall not be used or built upon except in strict accordance with the terms and conditions of this Covenant;
3. The Grantor may subdivide Covenant Areas into no more than ten (10) lots or ten (10) strata lots or any combination of lots or strata lots not exceeding ten (10);

Page 6

4. The Grantor may build upon the Covenant Areas not more than one Hotel with not more than ten sleeping units; or one Motel with not more than ten sleeping units or dwelling units; or not more than ten dwelling units; where the maximum usable floor space of each Hotel sleeping unit or Motel sleeping unit or dwelling unit is no greater than twelve hundred (1200) square feet of living area excluding any garage or carport, and one Non-Residential unit for use as an office or administration unit where the maximum useable floor space is no greater than twelve hundred (1,200) square feet.
5. The Grantor must have a Setback for any building on this Lot of not less than forty (40) feet from Sproat Lake;
6. The Grantor and the Grantee agree that the enforcement of this Covenant shall be entirely within the discretion of the Grantee and that the execution and registration of this Covenant against the title to the Land shall not be interpreted as creating any duty on the part of the Grantee to the Grantor or to any other person to enforce any provision or the breach of any provision of this Covenant;
7. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Land as if the covenant had not been executed and delivered by the Grantor;
8. The Grantor hereby releases and forever discharges the Grantee of and from any claim, cause of action, suit, demand, expenses, costs and legal fees whatsoever which the Grantor can or may have against the said Grantee for any loss or damage or injury that the Grantor may sustain or suffer arising out of or in connection with this Covenant;
9. The Grantor covenants and agrees to indemnify and save harmless the Grantee from any and all claims, causes of action, suits, demands, expenses, costs and legal fees whatsoever that anyone might have as owner, occupier or user of the Land, or by a person who has an interest in or comes onto the Land, or by anyone who suffers loss of life or injury to his person or property, that arises out of or in connection with this covenant, the rezoning of the Land, the issuance of a building permit for any building or structure on the Land, or the use and development of the Land;
10. It is mutually understood, acknowledged and agreed by the parties hereto that the Grantee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Grantor other than those contained in this Covenant;
11. This Covenant shall be registered in priority to all financial charges against the Land and the Grantor agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Covenant;

12. The Grantor shall pay the legal fees of the Grantee in connection with the preparation and registration of this Covenant. This is a personal covenant between the parties.
13. The Grantor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions hereinbefore set out and they shall be binding upon the Grantor as personal covenants only during the period of its respective ownership of any interest in the Land;
14. The restrictions and covenants herein contained shall be covenants running with the Land and shall be perpetual and shall continue to bind all of the Lands (even if subdivided) and shall be registered in the Victoria Land Title Office pursuant to Section 219 of the Land Title Act as covenants in favour of the Grantee;
15. This Covenant shall enure to the benefit of the Grantee and shall be binding upon the parties hereto and their respective heirs, executors, successors and assigns.
16. Wherever the expressions "Grantor" and "Grantee" are used herein, they shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.
17. COASTAL COMMUNITY CREDIT UNION , the registered holder of charges by way of Mortgage and Assignment of Rents against the within described property which said charges are registered in the Land Title Office at Victoria, British Columbia, under Nos. EV32066 and EV32067, respectively for and in consideration of the sum of ONE DOLLAR (\$1.00) paid by the Grantee to the said Chargeholder (the receipt whereof is acknowledged) agrees with the Grantee, its successors and assigns, that the within Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.
18. ALL ISLAND EQUITY MORTGAGE INVESTMENT CORP. (INC. NO. 0537559) , the registered holder of charges by way of Mortgage and Assignment of Rents against the within described property which said charges are registered in the Land Title Office at Victoria, British Columbia, under Nos. FB173758 and FB173759, respectively for and in consideration of the sum of ONE DOLLAR (\$1.00) paid by the Grantee to the said Chargeholder (the receipt whereof is acknowledged) agrees with the Grantee, its successors and assigns, that the within Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

IN WITNESS WHERE OF the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

Schedule "A" 1771KE

REFERENCE PLAN OF COVENANT OVER PART OF LOT A,

D L 204, ALBERNI DISTRICT, PLAN VIP

(PURSUANT TO 99(1)(e) OF THE LAND TITLE ACT.

B C G S 92F026

SCALE 1:500

PLAN VIP _____

(752-9241)

Deposited in the Land Title Office of Victoria, B.C. this _____ day of _____ 2008

Registrar

LEGEND

- Proposed Plan
- Boundary
- Easement
- Right of Way
- Road
- Water
- Fences
- Structures
- Other



LOT 1 PLAN 38581

LOT A

0.758 ha.

LOT B PLAN 7523

LOT A

LAKSHORE

PLAN 7523

PLAN VIP

NATURAL BOUNDARY FROM PLAN VIP

SPROAT LAKE

ALDAN ROAD

LOT 1 PLAN VIP70832

ROAD

DL 204
DL 126

This Plan lies within the Electoral District of Alberni-Clayoquot

I, Michael A. Sims, a British Columbia Land Surveyor of the Town of Qualicum Beach, in British Columbia, certify that I was present at and personally supervised the survey represented by this Plan and that the survey and Plan are correct. The field survey was completed on the _____ day of _____ 2008. This Plan was completed and returned to the Land Title Office on the _____ day of _____ 2008.

P.L.S.

SIMS ASSOCIATES

1075 HURONTARIO ST.
SUITE 100
K1N 6K9
TORONTO, ONTARIO M5S 1A5
TEL: (416) 597-8888
WWW.SIMSASSOCIATES.COM

Clarendon

18 JUL 2008 14 06
LAND TITLE ACT
FORM 11(a)
(SECTION 99(1)(e)(j) and (k))

FB194076

APPLICATION FOR DEPOSIT OF REFERENCE
OR EXPLANATORY PLAN (CHARGE)

VIP 85389

I, Helen MacPhail Sims, Office Manager, 223 Fern Road West, Qualicum Beach, B.C. V9K 1S4
(full name, address and occupation)

agent of Alberni-Clayoquot Regional District, 3008 5th Avenue, Port Alberni, B.C. V9Y 2E3
(full name, address and occupation)

the owner of a registered charge, apply to deposit Reference Plan of Covenant Over Part of Lot
A, D.L. 204, Alberni District, Plan VIP _____

AC 08/07/18 14:07:27 01 VI 811370
PLANS \$55.00

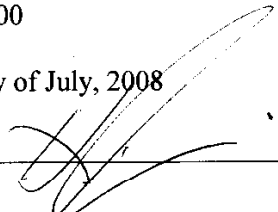
IP

I enclose:

- 1. The Explanatory plan.
- 2. The reproductions of the plan required by section 67(u)(see below).
- 3. Fees of \$55.00

Dated the 9th day of July, 2008

Signature



NOTE: i Under section 67(u) the following reproductions of the plan must accompany this application:

- (a) one blue linen original (alternatively white linen or original transparencies)
- (b) one duplicate transparency
- (c) one whiteprint is required as a worksheet for the land title office.

ii The following further requirements may be necessary:

- (a) If the parent property is in an Agricultural Land Reserve, a release is required unless the parent property is less than 2.0 acres (app..8094 hectares) or where, for permitted uses, an approving officer has signed the plan under section 1(1)(a) and (b) of the Subdivision and Land Use Regulations (B.C.Reg.7/81) under the Agricultural land Commission Act.
- (b) Where a notice respecting a grant under the Home Purchase Assistance Act is endorsed on title, an extra white print must accompany the application, unless the Ministry of Lands, Parks and Housing agrees otherwise in writing. This extra prints must contain the following endorsement:

"The eligible residence as defined by the Home Purchase Assistance Act is located on lot created by this plan.

B.C.L.S. or solicitor for the owner

- (c) Controlled access approval must be evident on the plan where parent property adjoins a highway that is designated as a controlled access highway.
- (d) Where the plan refers to a restrictive covenant to be made under section 215. the instrument containing the covenant must be tendered with the plan



To: ACRD Board of Directors

Meeting Date: April 22, 2026

From: Alex Dyer, GM of Planning & Development

File #: RE22009/PL20220053

Electoral Area: "E" Beaver Creek

Voting Structure: Electoral Area Directors

Subject: Rezoning application RE22009 – 5750 Falls Street (Tilley)

Recommendation:

THAT Bylaw P1465, Beaver Creek Official Community Plan Amendment Bylaw, be read a first time.

THAT Bylaw P1466, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a first time.

THAT Bylaw P1482, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaws P1465, P1466 and P1482 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaws P1465, P1466 and P1482 is subject to:

- a. Support from the Tseshaht and Hupacasath First Nations.***
- b. The applicants agreeing to a covenant to limit the siting of all campsites to a Flood Construction Level established by a Geotechnical Engineer and to certify that the property is safe for the intended use as it relates to seasonal flooding and tsunami inundation.***
- c. Agreement to include the property within the Beaver Creek Water Service Area and confirmation that the Beaver Creek Water System can service the 100-site campground, or confirmation of a suitable alternative for water servicing.***
- d. Confirmation from a Registered On-Site Wastewater Practitioner that the property has the capacity to accommodate on-site sewage disposal for the 100-site campground.***
- e. Issuance of a Commercial Access Permit from the Ministry of Transportation & Transit.***
- f. Completion of a traffic study to assess the impact of the development on the road network.***
- g. Registration of an Easement over the existing driveway to provide continued access to the neighbouring property described as Parcel E, District Lot 7.***
- h. Meeting all technical referral agency requirements.***

Development Proposal: The property owners are applying to rezone their 5.6 hectare (13.75 acre) property located at 5750 Falls St from Forest Reserve (A4) District to a site-specific Campground Commercial (C8-C) District in order to construct a 100-site campground, campground amenity facilities, and two caretaker dwellings. The campground would be intended for tourist and seasonal temporary accommodation and open year-round. The campground would be fully serviced and located on the east half of the property a minimum of 60 metres from the Somass River. The campsites would be 6 metres (20 feet) wide and range from 15 metres (50 feet) to 24 metres (80 feet) deep.

PL20220053/RE22009

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?iit?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

July 2023 Board Meeting: The application was considered at the July 26, 2023 Board of Directors meeting where the Board passed the following resolution: “THAT prior to considering the bylaws for first reading, the Board require additional information from the applicants to indicate support in principle from First Nations and to provide initial water, sewer, and geotechnical safety recommendations for servicing the campground development.”

April 2026 Update: Following the initial Board review, the applicants have been working on meeting the requirements of rezoning in order to proceed with the application. The applicants have now submitted a package of new information that intends to address the questions identified by the Board. The new information is summarized below:

First Nations Support: The Tseshaht First Nation provided a letter dated July 3, 2025, that expressed strong support for the rezoning to develop a sustainable and accessible campground on the property. The letter notes that the proposed campground aligns with Tseshaht’s shared goals of promoting outdoor recreation, environmental stewardship, and economic development, and highlights the proposal’s emphasis on sustainable practices to preserve the area’s natural resources. The letter is provided without prejudice to Tseshaht’s Aboriginal Title and Rights and highlights conditions relating to the importance of governance, cultural aspects, territorial recognition, and participation. The rezoning application is also being referred to the Hupacasath First Nation for their consideration.

Natural Hazards Geotechnical Engineering Review: The applicants engaged Lewkowich Engineering Associates to assess any potential geotechnical hazards at the site that would impact the proposed development, including tsunami inundation, seasonal flooding, and slope stability. The Lewkowich report, dated March 4, 2024, considered the Somass Watershed Flood Management Plan from 2020 to determine flood hazards. The assessment established a 9.5 m Flood Construction Level that would apply to the finished ground elevation for the camping area, which may be achieved by landfill in the areas east of the existing clubhouse structure located approximately 75 m from the Present Natural Boundary of the Somass River. The report concluded that the site is considered safe and suitable for the proposed development of a 100-site campground, provided the recommendations in the report are followed.

On-Site Sewage Disposal: The applicants engaged McElhanney Engineering to review the on-site sewage disposal requirements for the proposed campground. McElhanney provided a letter dated October 27, 2025 detailing their assessment and concluding that there is sufficient area of suitable soils to allow for the viable construction of an on-site sewage disposal system to service the 100-site campground in compliance with Island Health’s Sewerage System Regulation.

Traffic Study: The applicants engaged Watt Consulting Group to assess the traffic impact from the proposed development. Watt provided a memorandum, dated January 10, 2025, that assessed the traffic volume generated from the development and concluded that it will not significantly impact traffic operations on the adjacent roadways due to low trips generated from the campground and low to moderate existing traffic volumes on the corridor. The proposed driveway width is 9 m which is deemed typical for a campground; the site access is located at an appropriate distance from adjacent driveways and intersections to avoid any sightline issues; and there are sufficient turn movements within the proposed internal road system to allow for navigation by large motorhomes, RVs, and fire trucks.

Advisory Planning Commission Recommendation: This application was first considered by the Beaver Creek Advisory Planning Commission (APC) at their July 10, 2023 meeting. The APC passed a recommendation to concur with the staff recommendation and support the rezoning application as presented with an additional comment to encourage the owners to work together with the ACRD to support options for permanent or full-time residency at campsites.

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Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?iif?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

The rezoning application with the updated information was considered by the Beaver Creek APC again on April 15, 2026 where the APC passed a motion to support the application as presented with a recommendation to move the application through to the public process.

Property Owner(s)/Applicant(s): Glen & Carleen Tilley

Agent: Tyson & Penny Tilley; Trent & Jessica Tilley

Property Information:

Civic Address	5750 Falls Street						
Legal Description	PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT						
PID	008-395-586	Folio	303.000	ALR? (Y/N)	No	Lot Size	5.6 ha (13.74 ac)

Current Zoning	Forest Reserve (A4) District	Proposed Zoning	Campground Commercial (C8-C) District
Current OCP	Residential Use	Proposed OCP	Commercial Use

Development Permit Area(s)	DPA I, DPA II
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Current Use & Description	The 5.6 hectare (13.75 acre) property contains several improvements including a single family dwelling, accessory buildings, and recreational vehicles. The property fronts onto Falls Street with approximately 220 metres (720 feet) of frontage on the Somass River. The topography of the property slopes sharply down from an upper bench of fill placed along Falls Street to a large relatively flat lower bench along the river. The property is a mix of second growth treed areas throughout and cleared areas that have been developed for improvements located on the lot and for the lawn area along the river, camping spaces and access roads. There is a single family dwelling located in the north west corner of the property adjacent to the river, a number of accessory buildings along the north lot line and recreational vehicle areas throughout.
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Surrounding Zoning and Land Use			
North	Large acreage rural and agricultural uses Forest Rural (A4) District	South	Papermill Dam Park Park & Public Use (P2) District
East	Residential and small acreage rural uses RA1, RA3, RM1 and A1 District zoning	West	Somass River and Tseshaht First Nation – Tsaahaheh 1 IR

Services:

- a) **Sewage Disposal:** On-site sewage disposal. As a condition of rezoning, it is recommended that the applicants engage a Registered On-site Wastewater Practitioner to assess the capability of the land to accommodate on-site sewage disposal for up to 100 campsites and two single family dwellings. The applicants have engaged McElhanney Engineering to satisfy this requirement.
- b) **Water Supply:** Groundwater well. The property is not within the Beaver Creek Water System (BCWS) Service Area. There is an existing BCWS water main along the east side of Falls Street and the applicants intend to connect to the system to service the development. As a condition of rezoning, it is recommended that the applicants petition the Board to be included in the BCWS service area and to engage with BCWS staff and Engineering support to determine capacity of the system, connection requirements and Development Cost

PL20220053/RE22009

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułuʔiłiʔath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

Charge requirements.

- c) **Fire Protection:** Beaver Creek Fire Department. The rezoning will be referred to the Beaver Creek Fire Department to assess any access and water infrastructure requirements needed in order to provide fire protection for the campground development. It is noted that the Traffic Impact Study has highlighted there are adequate turnaround areas and access roads within the proposed internal road system to provide suitable access for emergency vehicles and fire apparatus.
- d) **Access:** The property is accessed by a looping driveway that connects off Falls Street along the upper bench of the property to the lower bench where the existing camping areas, open areas and single family dwelling are located. The driveway connects with the parcel lying to the north, described as Parcel E, District Lot 7, providing the only road access to that property which is owned by the same family. Staff recommend that the property owners register an Easement to provide continued access into Parcel E as there is no alternate direct access to Falls Street.

The applicants intend to re-grade the upper bench area and the eastern portion of the property to construct the campground with a U-shaped road that would provide access to each campsite and then return to the landing area adjacent to Falls Street. The applicants intend to construct the road with an approximate 3% grade throughout. The Ministry of Transportation & Transit will require a Commercial Access Permit for the access into the campground development and it is recommended that this be required as part of the rezoning. The applicants engaged Watt Consulting Group to complete a Traffic Impact Assessment to assess the traffic impacts on the adjacent road network, access to Falls Street, and the suitability of the proposed internal road network.

Planning Policy Discussion:

- a) **Official Community Plan:** The Beaver Creek Official Community Plan (OCP) designates the property as Residential Use. The objective of the Residential Use designation is to provide a range of housing options within the plan area. The land use designation does not support the operation of a commercial campground and an OCP amendment is required to facilitate the rezoning.

Policy 5.2.1 supports campground uses on lands designated as Commercial Use. The applicants have applied to redesignate the property to the Commercial Use designation. Objective 5.1.2 under Commercial Use encourages tourism and other economic development opportunities and Objective 3.1.4 under General Planning in the OCP aims to facilitate a wide variety of opportunities for economic activity and employment within the Plan area.

The property is impacted by two Development Permit Areas (DPAs): DPA I – Riparian Areas Protection and DPA II – Natural Hazard Areas Protection. DPA I applies to all land within 30 metres of the Somass River and requires an assessment from a Qualified Environmental Professional prior to any development or land alteration within the riparian area. DPA II applies to the 20 metre tsunami inundation zone and requires an assessment from a Professional Engineer certifying that the land is safe for the intended use. The tsunami inundation zone encompasses the entire property.

The commercial campground proposal does not comply with the policies and objectives of the Residential Use designation in the Beaver Creek OCP. The applicants have applied to redesignate the property to Commercial Use to facilitate the rezoning.

b) Zoning: This parcel is currently zoned Forest Reserve (A4) District, which permits one single family dwelling, one Accessory Dwelling Unit, accessory buildings and uses, and a variety of agricultural, forestry, mining, utilities and aquaculture uses on the property. The A4 zone is a rural holding zone that is typically applied to remote, un-serviced areas of the Regional District. The applicants have applied to rezone the property to allow for the operation of a commercial campground. Planning staff have drafted the site-specific Campground Commercial (C8-C) District zone to facilitate the applicant’s intended development of a 100-site campground, amenity buildings, and two caretaker dwellings.

	Current: A4	Proposed: C8-C
Minimum Lot Area (ha)	16	4
Minimum Lot Width (m)	200	100
Principal & Accessory Front Yard Setback (m)	15	15
Principal Side Yard Setback (m)	4.6	4.5
Principal Rear Yard Setback (m)	9.1	9
Accessory Side Yard Setback (m)	4.6	0.91
Accessory Rear Yard Setback (m)	4.6	0.91
Watercourse Setback (m)	30	60
Lot Coverage	-	10%

The Campground Commercial (C8-C) District permitted uses and conditions of use are outlined in Zoning Text Amendment Bylaw P1466 as follows:

Permitted Uses

- (1) Campgrounds
- (2) Two (2) single family dwellings
- (3) Accessory buildings and uses

Conditions of Use

- (1) In this zone “campsite” means an established site within a campground for the temporary location and siting of recreational vehicles or tents as a temporary recreational use for a period not to exceed 180 days in any calendar year, whether the use is continuous or intermittent.
- (2) Maximum number of campsites shall not exceed 100 within the C8-C District.
- (3) No recreational vehicle or tent shall be located other than on an established campsite.
- (4) There shall be no year-round or permanent occupation of a campsite.
- (5) All campsites and structures shall be located a minimum of 60 metres from the natural boundary of the Somass River.
- (6) All campsites shall be located a minimum of 15 metres from the rear lot line and 4.5 metres from

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side lot lines. A minimum 4.5 metre buffer area of landscaping or natural vegetation screening must be provided between campsites and neighbouring uses.

- (7) The single family dwellings shall not be used as short term vacation rental units.
- (8) A single family dwelling or campsite shall not be a separate strata unit.
- (9) In this zone “accessory buildings and uses” includes office facilities; clubhouse; retail store; washroom, shower, and laundry facilities; parking; gazebos; picnic shelters; structures containing garbage, recycling, and organics collection; and structures required to contain fire, emergency, water, sewer, and electrical infrastructure.

The campground proposal requires a rezoning of the subject property from Forest Reserve (A4) District to a site-specific Campground Commercial (C8-C) District.

Comments: The applicants intend to construct a 100-site campground on the subject property with a caretaker dwelling and associated campground amenity facilities. There is an existing single family dwelling, existing camping areas and a number of accessory buildings already located on the west half of the property adjacent to the Somass River. The applicants intend to construct the new campground on the east half of the property in an area that would be re-graded and developed into campsites, amenities and a caretaker dwelling accessed by a U-shaped internal access road. The campground would be located a minimum of 60 metres from the Somass River and the waterside portion of the property would be left as a common area for campers. The campground would be serviced by the Beaver Creek Water System and a new on-site sewage disposal system. The applicants’ intention is to allow for tourist, temporary, and seasonal accommodation on a year-round basis within the campground and not allow for permanent residential accommodation of campsites.

The rezoning does not comply with the policies and objectives of the Beaver Creek OCP and would represent a significant commercial development for the area. However, there are a number of aspects to this proposal that Planning staff support, subject to the outcome of the public input process and provided technical matters can be addressed.

There is a need for additional campground capacity in the Alberni Valley and this property presents an opportunity for an appropriately serviced campground that is located close to community services and recreational amenities. The property is on an existing BC Transit bus route along Falls Street and is located approximately 330 metres from the City of Port Alberni boundary on land outside of the Agricultural Land Reserve.

The proposed campground would be located a minimum of 60 metres from the Somass River and built up to be above the minimum Flood Construction Level recommended by the Somass Watershed Flood Management Plan. The proposal would intend to limit the impact on the sensitive river ecosystem and the rezoning would remove the intensive uses currently permitted under the existing A4 District zoning such as log dumping and transportation, portable sawmilling, aquaculture, and resource extraction.

Technical Considerations: If the Board proceeds with considering the rezoning application, staff have highlighted a number of technical matters that are recommended to be included as conditions of rezoning.

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Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?i?at̓ Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

First Nations Support

The property lies within unceded Tseshaht First Nation and Hupacasath First Nation traditional territories along the Tsuma-as (Somass) River. The property is located across the river from the Tseshaht First Nation Tsahaheh 1 IR. Staff understand that the Somass River ecosystem and surrounding lands are areas of high importance to the First Nations and recommend that the applicants and Regional District engage in early and ongoing consultation with both the Tseshaht and Hupacasath First Nations. The applicants have provided a letter of support from the Tseshaht First Nation and staff will engage with both First Nations as part of the rezoning referral process ahead of the public hearing.

Protection from Seasonal Flooding and Tsunami Risk

The majority of the property lies within the 20 metre tsunami inundation zone and a large portion of the property also lies within the 200-year designated floodplain established by the Somass Watershed Flood Management Plan. The Plan identifies a 9.5 metre Flood Construction Level within the area of the subject property. This FCL was recommended as part of a 200-year coastal floodplain assessment with a climate change factor. The existing ground elevation within the lower area of the proposed campground ranges from 8 to 10 metres and the applicants have stated they intend to build up this area with fill from the high side of the property.

The applicants have submitted a report from LEA Ltd. dated March 4, 2024. The report indicates the property is at significant risk of flooding of the Somass river or a 1 in 200 year tsunami event. The property has experienced water levels reaching the existing clubhouse with water levels of approximately 300mm in 2016. The geotechnical report indicates that in a significant flood event egress from the campground would be compromised. The proposed campground should be constructed at or above the recommended FCL of 9.5m GD. Landfill will be required to meet the required FCL. Section 3.7 of the LEA report prescribe fill guidelines for the property.

The Geotechnical report indicates the property can be made safe for the intended use provided the recommendations in the report are followed. Staff recommend that the assessment establishing a safe Flood Construction Level for this site be registered on the property title by Restrictive Covenant.

Water Servicing

The property lies outside of the Beaver Creek Water Service Area but lies directly adjacent to the boundary with properties to the north and east included within the service area. There is an existing BCWS watermain that extends along the east property boundary on Falls Street. The applicants intend to connect to this watermain and construct a private water system within the property to service the campground development. The applicants will need to petition the ACRD to be included in the BCWS service area. Planning staff recommend that the applicants engage with BCWS staff and Engineering support to determine the requirements to connect to the water system. Confirmation that the property can be included in the service area, and appropriately serviced by Beaver Creek Water, would be included as a condition of rezoning approval.

If the development proceeds and the applicants intend to construct a private water system to service the campsites, an operating permit from Island Health will be required under the *Drinking Water Protection Act* and Regulations. Island Health will be included as a technical referral agency ahead of the public hearing process.

On-Site Sewage Disposal

The applicants intend to construct a new on-site sewage disposal system to service the 100-site campground, washroom/laundry facilities, and two single family dwellings. The applicants engaged McElhanney Engineering to assess the soil capacity on-site and they have concluded that there is sufficient area of suitable soils to allow for

PL20220053/RE22009

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?iit?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

an on-site sewage disposal system that will service the 100-site campground and comply with Island Health’s Sewerage System Regulation. Island Health regulates on-site sewage disposal with a daily design flow of less than 22,700 litres per day after which the Ministry of Environment and Parks would regulate under the *Environmental Management Act*. Both agencies would be included in the technical referral agency process ahead of the public hearing.

Access

The Ministry of Transportation and Transit will require a Commercial Access Permit for the commercial campground and staff recommend that support from the Ministry be included as a condition of rezoning approval. The applicants have engaged Watt Consulting Group to complete a Traffic Impact Assessment to assess the traffic impacts on the adjacent road network and the overall access requirements.

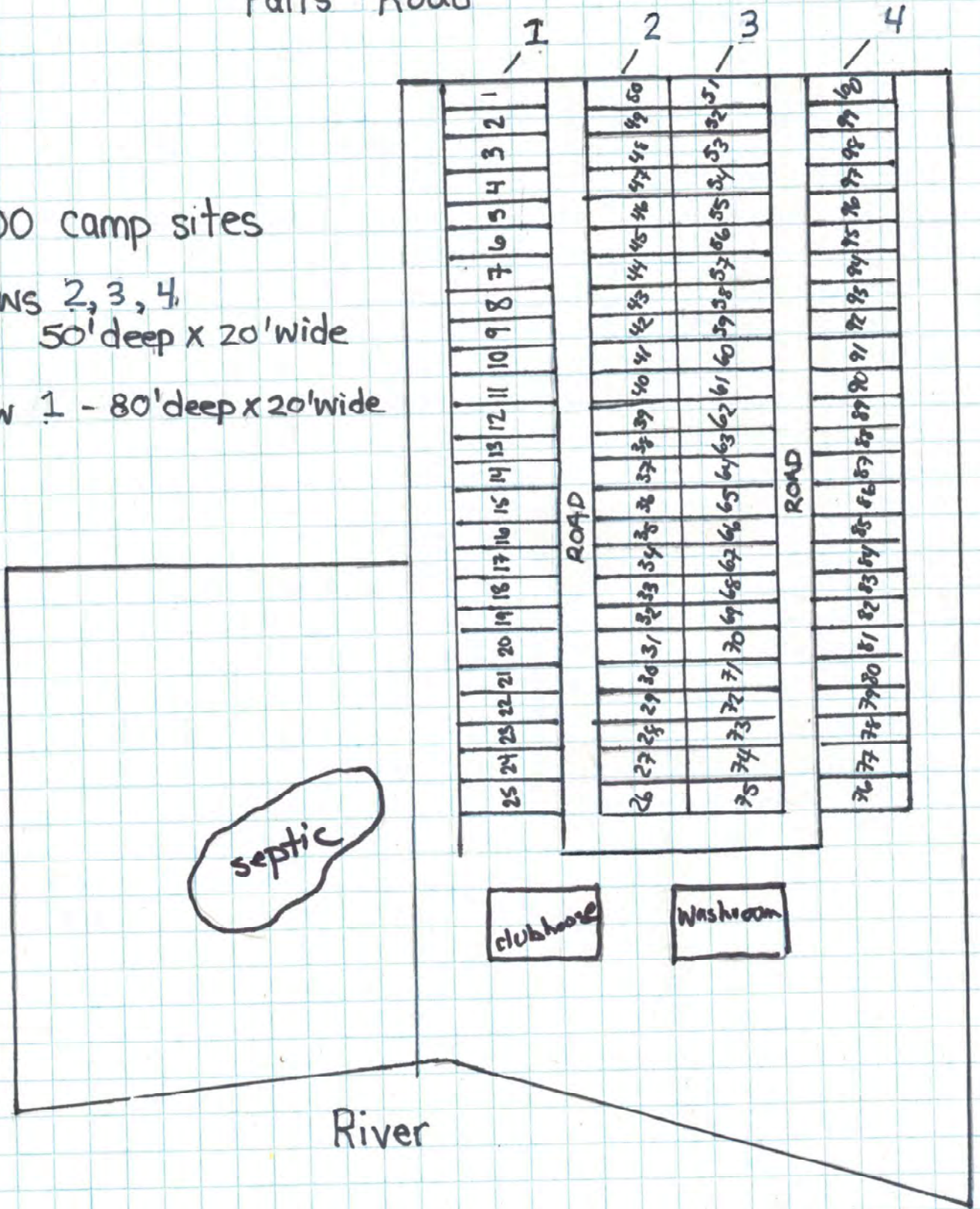
Submitted by: Alex Dyer
 Alex Dyer, MCIP, RPP, General Manager of Planning & Development

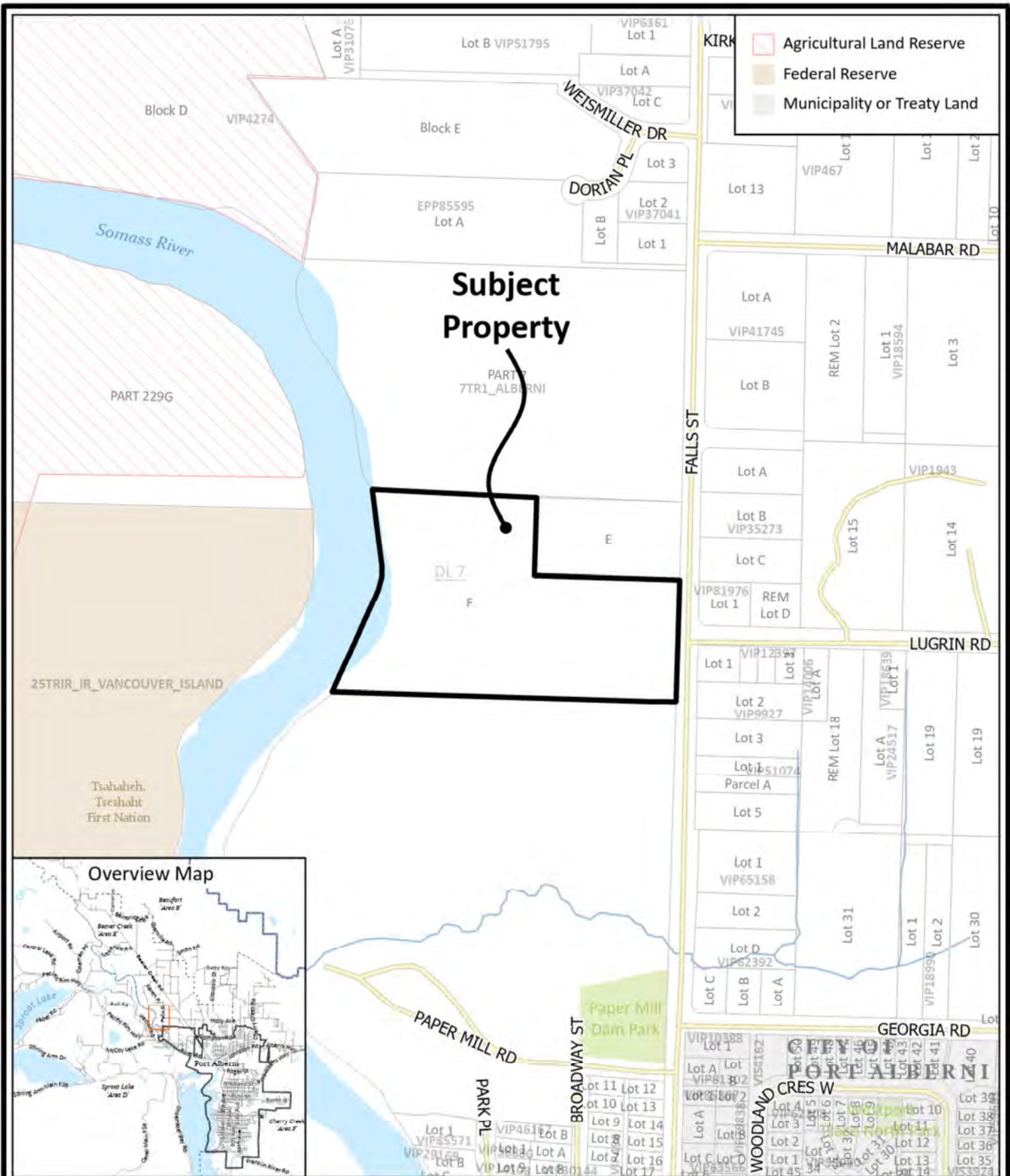
Reviewed by: Cynthia Dick
 Cynthia Dick, General Manager of Administrative Services

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

Falls Road

- 100 camp sites
- rows 2, 3, 4
50' deep x 20' wide
- row 1 - 80' deep x 20' wide





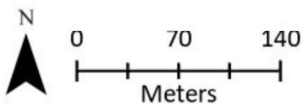
- Agricultural Land Reserve
- Federal Reserve
- Municipality or Treaty Land

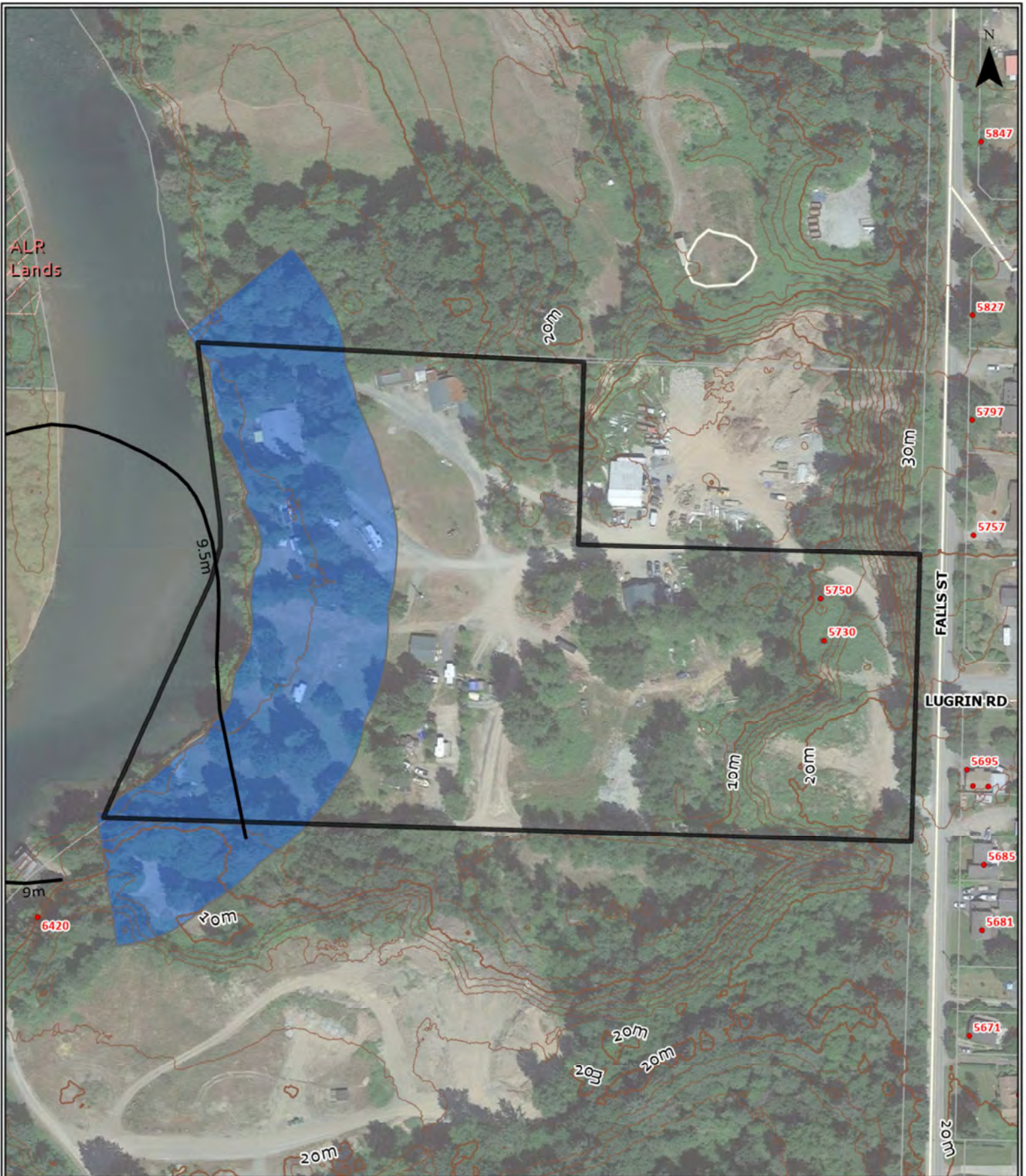
Subject Property



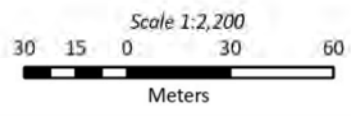
Overview Map

5750 Falls Street
 PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT





5750 Falls Street
 PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT

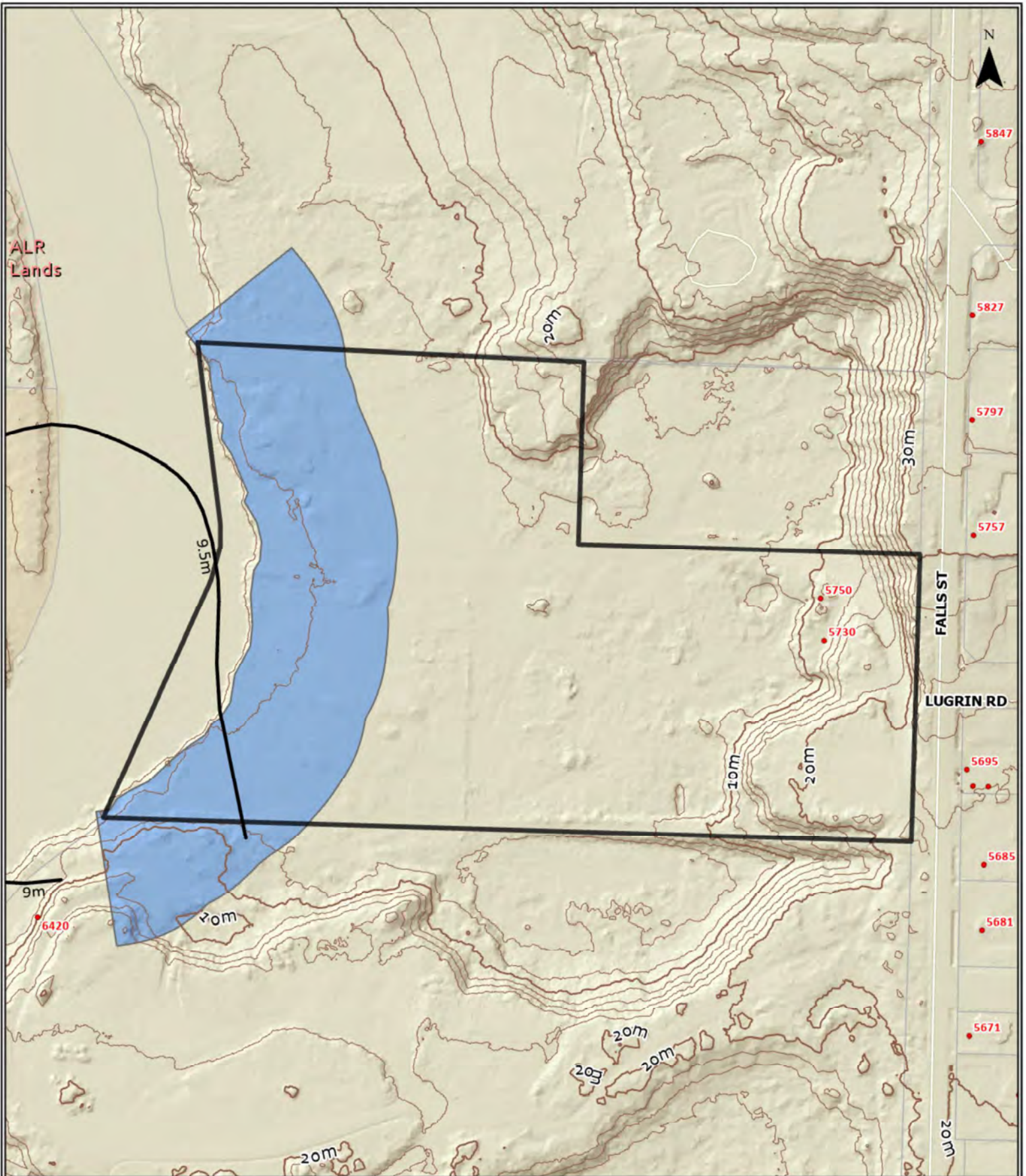


- Subject Property
- 60m from Somass River
- Contour Interval
- 2m
- 10m
- Somass Watershed Flood Construction Level

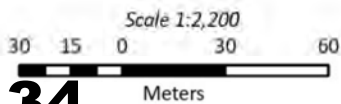


Prepared 2023-07-06
 Sources: © OpenStreetMap
 (and) contributors, CC-BY-SA;
 ParcelMapBC; GeoBC; ACRD

This product is intended for general reference use only and should not be used for navigation or legal purposes.



5750 Falls Street
 PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT



134

- Subject Property
- 60m from Somass River
- Contour Interval
- 2m
- 10m
- Somass Watershed Flood Construction Level



Prepared 2023-07-06
 Sources: ; ParcelMapBC;
 GeoBC; ACRD

This product is intended for general reference use only and should not be used for navigation or legal purposes.

June 28, 2023 Pictures



Existing driveway entrance into property from Falls Street



Upper bench area looking north toward the existing driveway. This area will be re-graded for the campground



Existing access road along the south property line looking west toward the Somass River



Lower extent of the proposed campground looking north



Lower extent of the proposed campground looking south



Lower extent of the proposed campground looking east toward Falls Street



Open area and existing camping area adjacent to the river. This area would be left open as common space for the campground



Somass River frontage from lot line adjacent to Papermill Dam Park looking north



TSESHAHT FIRST NATION

5091 Tsuma-as Dr. Port Alberni, BC V9Y 8X9
P: 250.724.1225 | F: 250.724.4385 | Tseshaht.com

July 3, 2025

Alberni-Clayoquot Regional District
3008 Fifth Ave
Port Alberni, BC V9Y 2E3
250.720.2700

To Whom it May Concern,

I am writing to express our strong support for the rezoning of 5750 Falls Street which aims to develop a sustainable and accessible campground. As Tseshaht First Nation – Elected Chief Councillor, we believe this project will bring significant benefits to our community and visitors alike and we appreciate the collaboration and respect shown by the company/family.

The proposed campground aligns with our shared goals of promoting outdoor recreation, environmental stewardship, and economic development. It will provide a safe, welcoming space for families, outdoor enthusiasts, and tourists, encouraging more visitors to explore our natural beauty and support local businesses.

Furthermore, the project's emphasis on sustainable practices and conservation will help preserve the area's natural resources for future generations. I am confident that the new campground will be a valuable addition to our region and have a positive impact on our community's quality of life. Tseshaht First Nation is proud that through our mutually agreed to Memorandum of Understanding that Tilley's future proposed sewage system will comply with all laws ensure other registration and mitigation occurs.

We thank the proponent/company for working with Tseshaht to ensure environmental standards, including but not limited to: caution around the riverside, high standard sewer/septic system and erosion; while also ensuring archaeology protocols are in place that respect our First Nation.



TSESHAHT FIRST NATION

5091 Tsuma-as Dr. Port Alberni, BC V9Y 8X9
P: 250.724.1225 | F: 250.724.4385 | Tseshaht.com

This project lies within the unceded territories/hahoulthee of our ha'wiih (hereditary chiefs' territory). This letter of support is being provided Without Prejudice to Tseshaht First Nation Aboriginal Title and Rights.

Tseshaht also has conditions we provide for all letters of support which are also applicable for this initiative which we have collaborated with the company on, that include, but are not limited to:

1. **Governance-** pending Tseshaht availability; a role/seat for Tseshaht any governance board, committee or working group on the subject matter when applicable.
2. **Cultural** - Tseshaht participation in any groundbreaking or grand opening given this is in our territory with Tseshaht protocols and ceremonies as agreed to by Tseshaht.
3. **Territorial recognition-** a commitment signage on the project or event, in writing through an agreed to plaque or sign recognizing unceded Tseshaht hahoulthee/territory, or joint communications regarding the project or external communications such as media.
4. **Tseshaht participation-** specific seats, positions, employment, training, or other opportunities for Tseshaht and members in the initiative

Tseshaht First Nation supports this initiative and encourage your favorable consideration of its development.

Thank you for your time and attention.

Sincerely,

Wahmeesh (Ken Watts)
Tseshaht First Nation – Elected Chief Councillor

MEMORANDUM

Date: January 10, 2025
To: Penny Tilley
From: Nadine King, P.Eng., PTOE
Our File No: 3874.B01
Subject: 5750 Falls Street Campground TIA – Simplified Design Report

1.0 INTRODUCTION

WATT Consulting Group was retained by Tilley’s Plumbing and Heating to prepare a Traffic Impact Assessment (TIA) for the proposed development 5750 Falls Street in Port Alberni. The proposed development is a 100-site campground with one full movement access onto Falls Street. A traffic impact assessment for the rezoning approval is required. The development site is located in the Alberni-Clayoquot Regional District (ACRD) and therefore all roadways are under the jurisdiction of the Ministry of Transportation and Transit (MoTT). The MoTT will require a Commercial Access Permit for the proposed campground. This memo provides the transportation analysis as per MoTI Terms of Reference (TOR) as outlined in the MoTT *Planning and Designing Access to Developments* manual.

1.1 Site Location

The development site (existing single-family dwelling with accessory buildings) is located 330m from the City of Port Alberni municipal boundary and approximately 1.0 km from Highway 4. The site is situated between Falls Street and the Somass River.

1.2 Roadway Network

The site is accessed via Highway 4 to Falls Street. Falls Street is a local road running north-south. The proposed site access is the same as the existing driveway location on the west side of Falls Street 45m south of Lugrin Road. There is an existing BC Transit bus route along Falls Street. See **Figure 1** for the site location and existing roadway network.

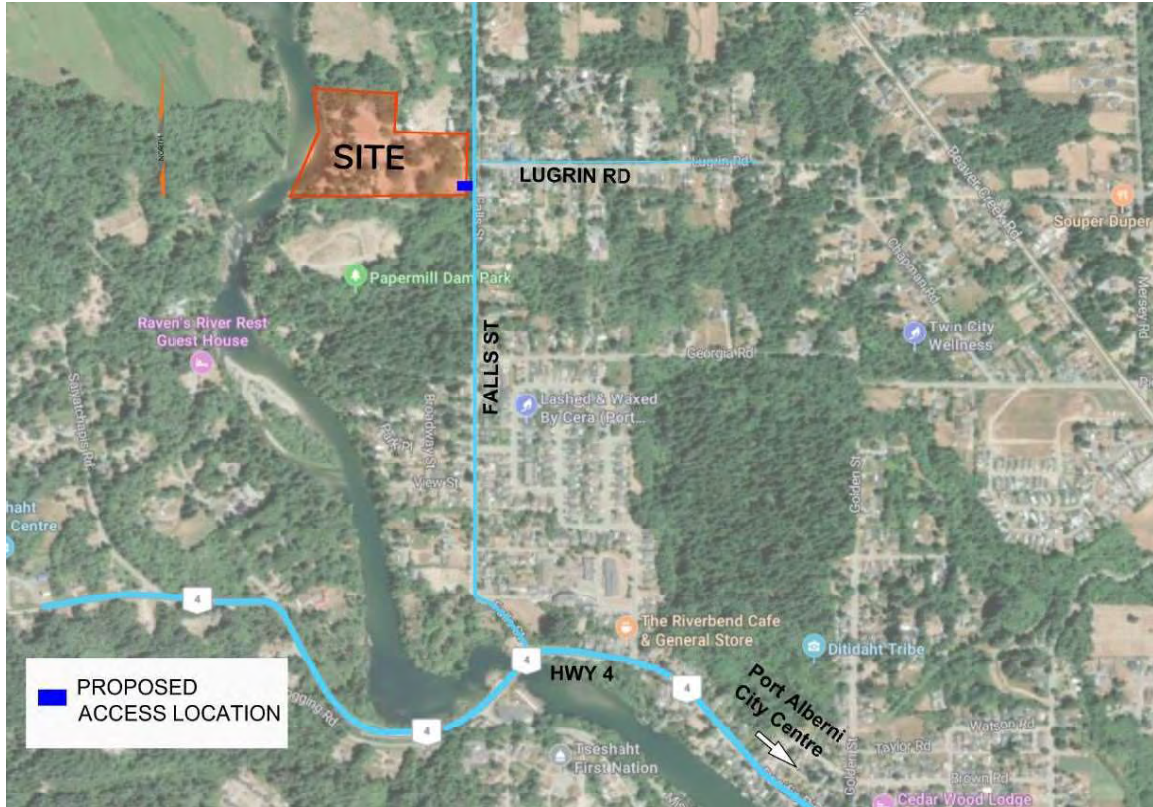


Figure 1: Site Location and Existing Roadway Network

1.3 Existing Conditions of Site

The site (5.6 Hectare) is currently zoned Forest Reserve (A4) District and requires to be rezoned to Campground Commercial (C8-C) District. The development site has a 220m frontage side on Falls Street. The topography of the site slopes sharply down from an upper bench of fill placed along Falls Street to a large relatively flat lower bench along the river. The existing site is accessed by a looping driveway from the entrance along the upper bench to lower bench to the west (camping area). The driveway is shared with the adjacent lot (same owner) to the north. The upper bench area and the east portion of the site has steep grades; therefore, re-grading of the area and widening driveway are required for the proposed campground development.

1.4 Scope of Work

Based on the location and number of forecasted peak hour trips for the proposed development (100-site campground), the following outlines the report details:

- Prepare and confirm the Terms of Reference with both MoTI and the Regional District of Alberni-Clayoquot.
- Generate traffic based on the proposed land use and density, using trip generation rates from the *ITE Trip Generation Manual (11th ed.)*.
- Review site access(es) for sight distances and turn lane requirements and provide comment on any suggested mitigation measures due to the development.
- Review the geometry at the proposed site layout and on-site vehicle turning templates.
- Review known roadway issues, access restrictions, environmental issues, cost sharing, and summarize results as required in Section A of the form found in Appendix A of the *MoTI Planning and Designing Access to Developments* document.
- Prepare a draft report summarizing the analysis, findings, and any recommendations.
- Complete Section A (4 pages) of the Appendix A form (MoTI's Template). Transportation Design Terms of Reference is attached in **Appendix A**.

2.0 TRIP GENERATION

The proposed development is a campground with a maximum of 100-campsites, campground amenity facilities, and two caretaker dwellings. Vehicular trip generation rates for the proposed development are based on the *ITE Trip Generation Manual (11th Edition)*. The provided ITE trip rates for the campground land use are based on occupied campsites. For a conservative trip estimate, all campsites are assumed to be occupied (worst-case scenario). The site trip generation by the ITE rates is provided in **Table 1**.

Based on the ITE trip generation rates, the proposed development is forecast to generate 21 two-way trips during the AM peak hour and 27 two-way trips during the PM peak hour. As estimated site trips are much lower than the 100 trips during peak hours, the traffic assessment will follow the Simplified Process (Trips < 100 vph, change < 20%) as per the MoTT manual. On Falls Street, existing peak hour volumes are estimated to be relatively low or moderate. The proposed development will therefore not significantly impact traffic operations at the adjacent roadway system due to low trips generated and the low to moderate existing traffic volumes on the corridor. Future volume changes on

Falls Street will not be significant as the development will add less than 30 vph in the peak hours.

Based on the site trip estimate, no dedicated turn lanes are not required on Falls Street at the site access. The proposed access will be no capacity issues anticipated with a full movement access.

Table 1: Trip Generation – Commercial Campground

ITE Code	Land Use	Units	Unit Rate	Trip Rate	% IN	% Out	Trips In	Trips Out	Total Trips
AM Peak Hour									
416	Campground	100	per campsite*	0.21	36%	64%	8	13	21
PM Peak Hour									
416	Campground	100	per campsite*	0.27	65%	35%	18	9	27

*ITE rates are based on occupied campsites.

3.0 PROPOSED DRIVEWAY AND SITE LAYOUT

Appropriate access spacing between adjacent driveways is necessary to reduce vehicle conflicts during egress and ingress. TAC's *Geometric Design Guide for Canadian Roads*, 2017 was consulted to determine the minimum access spacing requirements (Figure 8.9.2). For commercial driveway spacing, a minimum of 5m is recommended from street corners and 3m from adjacent access points.

A final site plan has not been determined at this point. However, according to the proposed current site plan, the proposed driveway is located close to the south end of the property 45m from Lugin Road. The spacing between Lugin Road and the site access exceeds TAC's suggested spacing of 15m. See **Appendix B** for the current site plan.

The proposed driveway width is 9.0m. This is appropriate for a typical campground driveway as TAC suggests 7.2m – 12.0m for two-way commercial. The proposed driveway provides a 30m throat length, which is appropriate for a commercial campground. The proposed internal road provides a sufficient 16m width for the two-way drive aisle between paralleled campsites. The proposed internal road design is considered appropriate for large RV's maneuvering. The proposed driveway and internal

road system will accommodate future traffic demand of the development including large RV and fire trucks.

The internal roadways should be improved to safely accommodate trailers, large RVs and emergency vehicles (fire truck) including driveway grade requirements. As per the BC MoTI’s Supplement to TAC manual (Section 1420), the first 15m of commercial driveways should be constructed at a maximum 2% grade. A STOP sign is required on the driveway (exit) at Falls Road.

4.0 TURNING SIGHT DISTANCE

To assess the safety of the access points, the Intersection Sight Distance (ISD) was reviewed. Based on the proposed land use (campground), a high percentage of the site users would be pick-up trucks with a camper or small/medium size RVs (6m - 9m long), and large RVs (12m - 14m long) would be infrequently used.

Even though the large RV is not expected regularly it has been selected as the design vehicle for the study as well as a fire truck. As more sight distance is required for left turn than right turn, the sight distance assessment was completed based on the requirements for left turn only.

Falls Street has an average 8% upward grade to the north from the access location for 140m point then continues relatively flat. To the south of the site access Falls Street is relatively flat. Sight distance measures were conducted using a combination of Google Earth’s surface elevation data and Google Map Street View. The vertical curve CAD analysis is based on a 1.08m driver’s eye height and a 0.6m height object for a conservative estimate. The measured sight distances exceed 150m for both directions and exceed required intersection sight distances. See **Figure 2 / 3** for sightlines at the proposed access location.



Figure 2: Sightlines to Left (North) at Access



Figure 3: Sightlines to Right (South)

The required intersection sight distances for left turns from minor leg stop-controlled roads were calculated based on the TAC's equation 9.9.1 ($ISD = 0.278V_{major}T_g$). The time gap (T_g) for single-unit trucks is 9.5 seconds for left turn. Therefore, the required left turn sight distance (for 50 km/h design speed on a two-lane road) is 140m. For a passenger car, a required sight distance is 113m for vehicles turning left. Required sight distances to the left reflect extended braking distances due to the 8% downgrade. **Table 2** is a summary of the sight distance review for two design vehicles at the site access.

Table 2: Intersection Sight Distances for Left Turn from Stop

Design Vehicle	Time Gap (T_g)	Required ISD	Provided SD	SD Met?
Passenger Car	7.5 s	113 m	150m to Left, 200m+ to Right	All SD Met
Single-Unit Truck	9.5 s	140 m		

5.0 ON-SITE CIRCULATION

The proposed driveway and internal road layout are appropriately designed to accommodate a large RV (14m long motorhome) which is considered the largest possible vehicle on-site. Based on the current site plan a 14m motorhome and a fire truck are able to maneuver through the internal road and turnaround at open spaces of the proposed layout. A medium motorhome and passenger car (which is the size of a Ford 150 truck) with a trailer can manoeuvre at proposed small campsites (small campsites are 6m X 15m). See **Appendix C** for the motorhomes / fire truck's turning template drawings.

6.0 CONCLUSION AND RECOMMENDATIONS

The proposed development will have no impact on the capacity of the adjacent roadway (Falls Street). The site access is located appropriately from adjacent driveways and intersections and there are no sightline issues at the driveway intersection with Falls Street. A review of turn movements into and through the site found no issues for a large motorhome / RV or fire truck to navigate through the site. The 'small' campsites will be limited to small to medium sized RVs.

The following is recommended for the site:

MEMORANDUM

Date: 2025-01-10

To: Penny Tilley

Subject: 5750 Falls Street Campground TIA – Simplified Design Report

- Provide a minimum 9m driveway width at the intersection with Falls Road and internally on the site.
- The driveway should be graded to 2% or less for the first 15m.
- At the intersection of the driveway and Falls Street a STOP sign is required on the site driveway.

See the attached PDAD **Appendix A** form that accompanies this report.

Sincerely,

WATT Consulting Group



Nadine King, P.Eng., PTOE

Vice President - Transportation



MEMORANDUM

Date: 2025-01-10

To: Penny Tilley

Subject: 5750 Falls Street Campground TIA – Simplified Design Report

WATT CONSULTING GROUP

Page 8 of 10

APPENDIX A: PDAD FORM (SECTION A)

Transportation Design Terms of Reference

Project: 5750 Falls Street Campground TIA BC MoT file: _____ Dist/Region: _____
Major road: Falls Street Cross street: Lugrin Rd (Closest Intersection)
Municipality/Reg Dist: Alberni-Clayoquot Regional District (ACRD)
BC MoT contact: _____ E-mail: _____
Date received: _____ Date completed: _____
Report prepared by: Watt Consultring Group (firm)
Responsible professional: Nadine King, P.Eng., PTOE (name)

Municipal Information:

Subdivision Rezoning Development Permit Urgent
Municipal file number: RE22009/PL20220053 Bylaw number: P1465, P1466, P1482
Municipal staff contact: Alex Dyer Tel: _____ E-mail: _____

Applicant Information:

Name: Glen & Carleen Tilley
Street address: 5750 Falls Street
City: Port Alberni Province: BC Postal Code: _____
Tel: _____ Fax: _____ E-mail: _____

Project Information:

Legal description: PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT
PID: 008-395-586
Street address: 5750 Falls Street
Topographic description: Significant slopes in the east portion along Falls Street and a large relatively flat lower bench along the River (west side of the property)
Current land use: Single family residential Proposed land use: Commercial Campground
Current zoning: Forest Reserve (A4) District Proposed zoning: Campground Commercial (C8-C)
Proposed study ToR prepared and submitted by: Watt Consultring Group Date: _____
Proposed study ToR reviewed for BC MoT by: _____ Municipality: _____
Date: _____ Date: _____

Revisions required – *List on Attachment A.*
 ToR/Scope approved for BC MoT by (name) _____ Date: _____

Scope development meeting scheduled for (date and time): _____
Local government notified of meeting date and time by: _____
Scope development meeting attendees: _____

Meeting minutes attached

Simplified application or detailed design?

- Detailed design not required** – Complete Section A only (Form Pages 1 to 4)
- Detailed design required** – Complete Section A (Form Pages 1 to 3 only), Section B and Section C

Reasons for detailed design review:

- Site traffic volume > 100 vph in peak hour
- Signals impacted
- Roadway geometry problems
- Safety issues
- Other: _____

The following issues/criteria/design guidelines must be adequately addressed in the study.

The developer must provide page number references to the report in "Page Ref." column.

BC MoT and Mun. columns are for BC MoT/municipal use only.

Section A – Required for all Applications

	Page Ref.	OK	
		BC MoT	Mun.
A1 Known Roadway Issues			
<input type="checkbox"/> Geometric problems at site – <i>List on Attachment A.</i>			
<input type="checkbox"/> Documented safety concerns at site – <i>See B8</i>			
Other: <u>For the steep east portion, regrading would be required.</u>			
A2 Access Restrictions (Additional restrictions may be required by analysis/mitigation.)			
No left turns permitted to or from _____			
<input type="checkbox"/> No direct access to major road _____			
<input type="checkbox"/> Access to side-street required _____			
<input type="checkbox"/> Rear access required			
<input type="checkbox"/> Shared access required with _____			
<input type="checkbox"/> Freeway: No access permitted to freeway, ramps or street within 300 m of end of ramp			
<input type="checkbox"/> Protection for interchange, no access permitted within 300 m of proposed freeway ramp			
<input type="checkbox"/> Other: _____			
<i>Identify on Attachment A any restrictions or options to be assessed.</i>			

Simplified Process Criteria (Simplified process only. For detailed review, complete Sections B and C)

A6 Highway Design Speed and Sight Distances for intersections

(Check required design speed – TAC Figures 2.3.3.4 and 2.3.3.6 – for 2 lane roads.)

Design Speed	Approaching Vehicle Sight Distance	Exiting Vehicle Sight Distance
<input checked="" type="checkbox"/> 50	200 m	125 m (133m to North due to downgrade)
<input type="checkbox"/> 60	240 m	155 m
<input type="checkbox"/> 70	275 m	200 m
<input type="checkbox"/> 80	310 m	250 m
<input type="checkbox"/> 90	350 m	310 m
<input type="checkbox"/> Other (> 2 lane, or other speed)	_____	_____

	Page Ref.	OK	
		BC MoT	Mun.
A7 Left Turn Lanes (Attach copy of appropriate BC Supplement layout Fig. 710.D.1 to 710.L)			
<input type="checkbox"/> Required on highway, length of storage _____ m <input type="checkbox"/> Required on access, length of storage _____ m <input type="checkbox"/> To be determined by developer	n/a		
A8 Acceleration or Deceleration Lanes Required on Highway			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Select values for required design speed from BC Supplement Figs. 710.D.1 to 710.L and attach copy.)			
A9 Parking			
<input type="checkbox"/> Municipal bylaw rate <input type="checkbox"/> ITE parking generation rate			
<input type="checkbox"/> Number of stalls required _____ <input checked="" type="checkbox"/> To be determined by developer			
<input type="checkbox"/> Municipal stall dimensions <input type="checkbox"/> BC MoT stall dimensions			
<input type="checkbox"/> Minimum distance between access point and 1 st on-site intersection _____ m <input checked="" type="checkbox"/> To be determined by developer			
<input type="checkbox"/> Other conditions: See A11 or use Attachment A.			

A10 Highway Realignment Required

No Yes (Describe, using Attachment A if required.) _____

A11 Other Requirements (Describe, using Attachment A if required.)

At the proposed site access, a 9.0m driveway width required. The first 15m of the driveway should be at a maximum 2% grade.

MEMORANDUM

Date: 2025-01-10

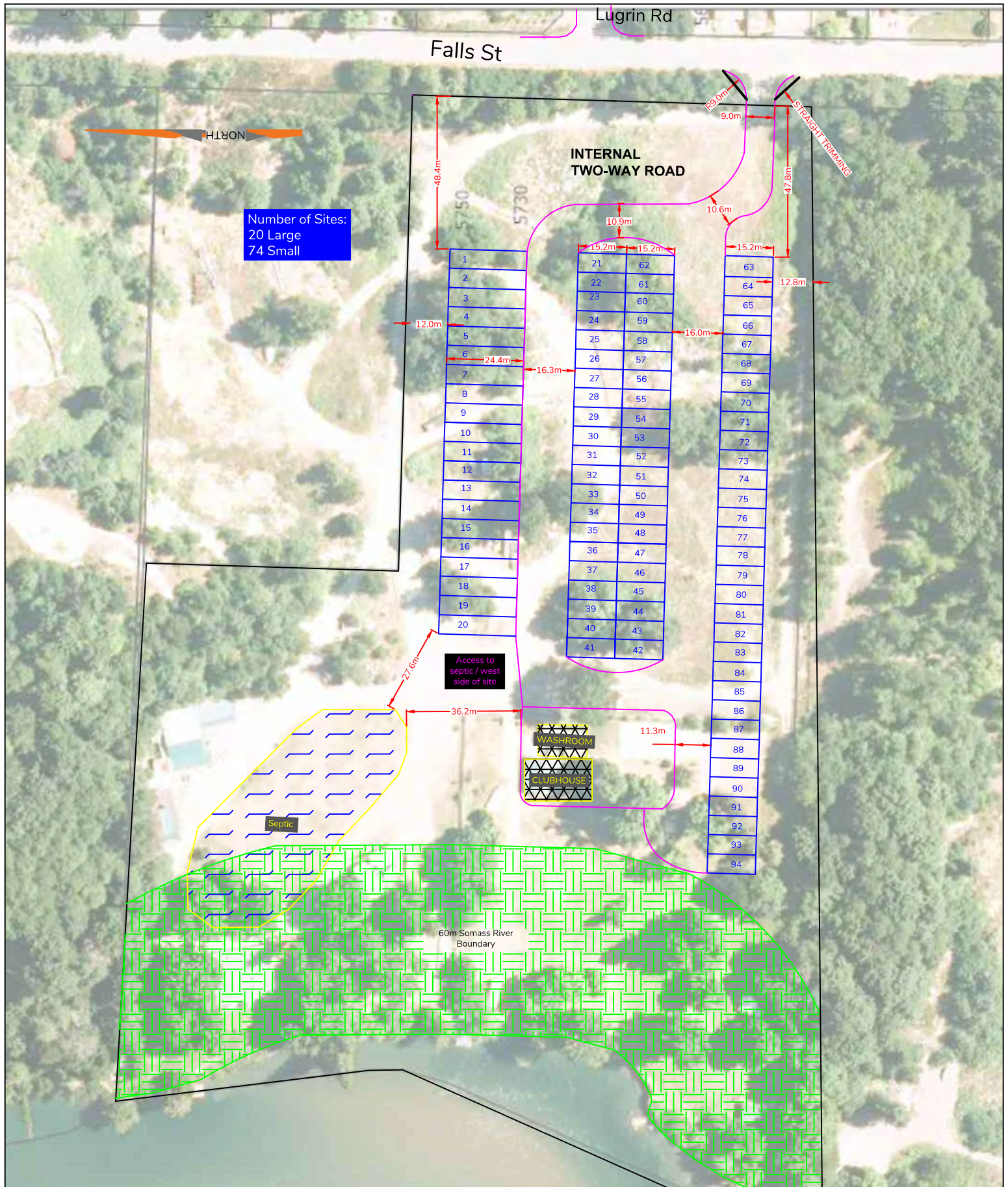
To: Penny Tilley

Subject: 5750 Falls Street Campground TIA – Simplified Design Report

WATT CONSULTING GROUP

Page 9 of 10

APPENDIX B: SITE PLAN



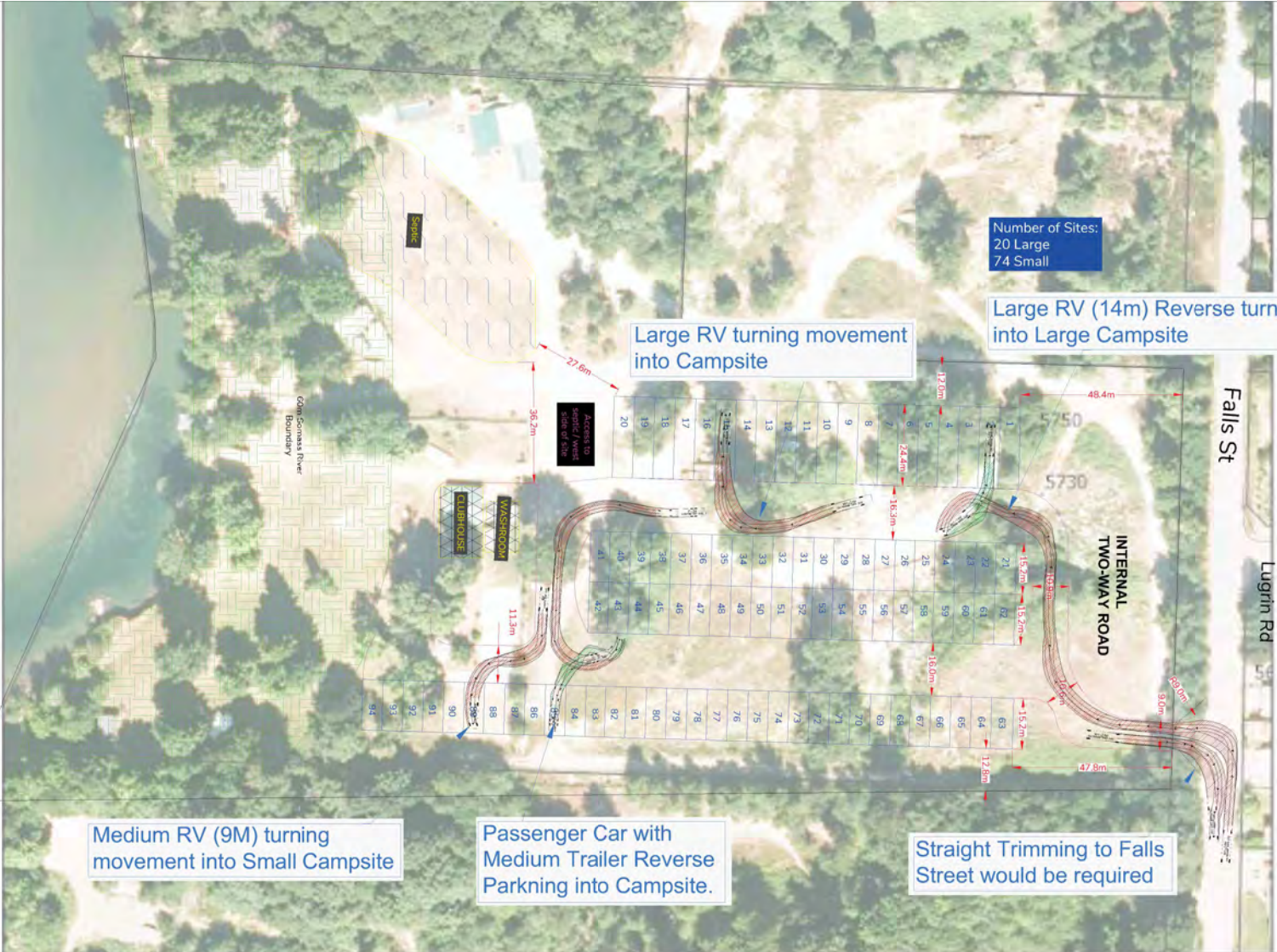
5750 FALLS STREET TIA SITE PLAN LAYOUT

DRAWING NO: 3874_SP-1	PROJECT NO: 3874.B01
REV NO: 0	DATE: 2024-12-12
SCALE: 1:1500	DRAWN: SM
DESIGN SPEED: -	CHECKED: XX
	DESIGN VEHICLE: -

WATT
Consulting Group

WATTCONSULTINGGROUP.COM

THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO CONTRACT.



Number of Sites:
20 Large
74 Small

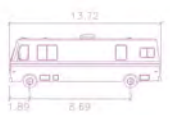
Large RV (14m) Reverse turning into Large Campsite

Large RV turning movement into Campsite

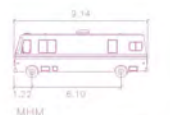
Medium RV (9M) turning movement into Small Campsite

Passenger Car with Medium Trailer Reverse Parking into Campsite.

Straight Trimming to Falls Street would be required



MH-14M
Width: 2.59 meters
Track: 2.59 meters
Lock to Lock Time: 6.0
Steering Angle: 44.3



MHM
Width: 2.44 meters
Track: 2.44 meters
Lock to Lock Time: 6.0
Steering Angle: 35.6



R-EM
Car Width: 2.44 meters
Trailer Width: 2.44 meters
Car Track: 1.61 meters
Trailer Track: 2.44 meters
Lock to Lock Time: 9.0
Steering Angle: 27.3
Articulating Angle: 70.6

LEGEND:

PERMIT TO PRACTICE:

SEAL:

THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT, AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO CONTRACT.

REVISIONS	
0	REVISION DESCRIPTION
1	2024-12-12
2	
3	
4	
5	
6	
7	

5750 FALLS STREET TIA
VEHICLE TURNING TEMPLATES REVIEW
RV / P-TRAILER SWEEP PATH TRACKING

DRAWING NO: 3874_VT-1
DESIGN SPEED: ON-SITE 10 KM/H

SCALE: 1:1250
DESIGN VEHICLE: MEDIUM / LARGE RV / TRAILER

DRAWN: MJ
CHECKED: NK



PROJECT NO: 3874.B01



Number of Sites:
20 Large
74 Small

Fire Truck On-site Circulation

LEGEND:



PERMIT TO PRACTICE:

THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT, AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO CONTRACT.

SEAL:

REVISIONS	
0	REVISION DESCRIPTION
1	2024-12-12
2	
3	
4	
5	
6	
7	

5750 FALLS STREET TIA
VEHICLE TURNING TEMPLATES REVIEW
FIRE TRUCK SWEEP PATH TRACKING

DRAWING NO: 3874_VT-2	SCALE: 1:1250	DRAWN: MJ
DESIGN SPEED: ON-SITE 10 KM/H	DESIGN VEHICLE: FIRE TRUCK	CHECKED: NK



WATTCONSULTINGGROUP.COM

PROJECT NO: 3874.B01

MEMORANDUM

Date: 2025-01-10

To: Penny Tilley

Subject: 5750 Falls Street Campground TIA – Simplified Design Report

WATT CONSULTING GROUP

Page 10 of 10

APPENDIX C: VEHICLE TURNING TEMPLATE DRAWINGS

TECHNICAL MEMO

To Tyson Tilley Tilley's Plumbing	From Karl Williaume, P.Eng. Senior Engineer Water and Wastewater Facilities
Re Onsite Sewer Servicing 5750 Falls Street	Date October 27, 2025

McElhanney Ltd. have been retained to provide engineering services for the design of an onsite sewage system to service a proposed 100-unit RV Campground at 5750 Falls Street in Port Alberni, PID 008-395-586. We are providing this technical memo in support of a rezoning application to verify the viability of providing water and sewer servicing for the proposed campground.

McElhanney conducted a site investigation on October 2, 2025, to review soil conditions for design of an onsite sewage system. The parcel is 5.6 hectares (13.75 acres) in area, bordering the Somas River to the East and Falls Street to the west, with a gentle prevailing slope of approximately 5% towards the river. Soil test pits (TP25-06, TP25-07, TP25-08) and permeameter tests (PT-3, PT-4, PT-5) were reviewed in the upper area of the parcel, 150+ meters from the river. Deep sand and loamy sand soils were encountered in this area, consistent with the glacial-fluvial deposits indicated on the BC Soil Information Finder Tool. Seasonal water tables $\geq 1.2\text{m}$ in depth are anticipated in the test pit area due to the depth of permanent root zones and absence of soil seepage or mottling. Permeameter tests indicated that the soils are well drained with Kfs rates in the range of 2000 - 4000 mm/d. Based on our site observations it is deemed that there is a sufficient area of suitable soils to be viable for an onsite sewage disposal system under the current Sewerage System Regulation. McElhanney may provide a summary of test results at the request of the District.

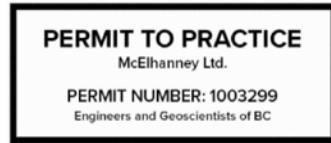
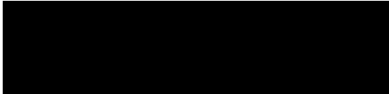
Potable water supply on the property is currently provided by an onsite well, which was not reviewed by McElhanney. To support the development of the proposed campground, we understand that the intention is to decommission this well and provide potable water servicing from the municipal system.

Based on our review of the site, McElhanney deems that the site is serviceable for the provision of an onsite sewage system to support the proposed campground. A qualified professional will be required to submit a Filing under the Sewerage System Regulation prior to construction of any new onsite sewerage system. At the time of the Filing, it must be demonstrated that flows discharged to ground from any onsite system will comply with the maximum daily discharge of $22.7\text{ m}^3/\text{d}$ under the regulation.

Prepared by:



Karl Williaume, P.Eng.



Reviewed by:

A handwritten signature in black ink, appearing to read "Nick Bruce".

Nick Bruce, P.Eng.



APPENDIX A

Statement of Limitations

Statement of Limitations

Use of this Report. This report was prepared by McElhanney Ltd. ("McElhanney") for the particular site, design objective, development and purpose (the "Project") described in this report and for the exclusive use of the client identified in this report (the "Client"). The data, interpretations and recommendations pertain to the Project and are not applicable to any other project or site location and this report may not be reproduced, used or relied upon, in whole or in part, by a party other than the Client, without the prior written consent of McElhanney. The Client may provide copies of this report to its affiliates, contractors, subcontractors and regulatory authorities for use in relation to and in connection with the Project provided that any reliance, unauthorized use, and/or decisions made based on the information contained within this report are at the sole risk of such parties. McElhanney will not be responsible for the use of this report on projects other than the Project, where this report or the contents hereof have been modified without McElhanney's consent, to the extent that the content is in the nature of an opinion, and if the report is preliminary or draft. This is a technical report and is not a legal representation or interpretation of laws, rules, regulations, or policies of governmental agencies.

Standard of Care and Disclaimer of Warranties. This report was prepared with the degree of care, skill, and diligence as would reasonably be expected from a qualified member of the same profession, providing a similar report for similar projects, and under similar circumstances, and in accordance with generally accepted engineering and scientific judgments, principles and practices. McElhanney expressly disclaims any and all warranties in connection with this report.

Information from Client and Third Parties. McElhanney has relied in good faith on information provided by the Client and third parties noted in this report and has assumed such information to be accurate, complete, reliable, non-fringing, and fit for the intended purpose without independent verification. McElhanney accepts no responsibility for any deficiency, misstatements or inaccuracy contained in this report as a result of omissions or errors in information provided by third parties or for omissions, misstatements or fraudulent acts of persons interviewed.

Effect of Changes. All evaluations and conclusions stated in this report are based on facts, observations, site-specific details, legislation and regulations as they existed at the time of the site assessment/report preparation. Some conditions are subject to change over time and the Client recognizes that the passage of time, natural occurrences, and direct or indirect human intervention at or near the site may substantially alter such evaluations and conclusions. Construction activities can significantly alter soil, rock and other geologic conditions on the site. McElhanney should be requested to re-evaluate the conclusions of this report and to provide amendments as required prior to any reliance upon the information presented herein upon any of the following events: a) any changes (or possible changes) as to the site, purpose, or development plans upon which this report was based, b) any changes to applicable laws subsequent to the issuance of the report, c) new information is discovered in the future during site excavations, construction, building demolition or other activities, or d) additional subsurface assessments or testing conducted by others.



Independent Judgments. McElhanney will not be responsible for the independent conclusions, interpretations, interpolations and/or decisions of the Client, or others, who may come into possession of this report, or any part thereof. This restriction of liability includes decisions made to purchase, finance or sell land or with respect to public offerings for the sale of securities.





GEOTECHNICAL HAZARD ASSESSMENT

Proposed Campground
5750 Falls Street, Port Alberni, BC
Alberni-Clayoquot Regional District

Legal Address:
Parcel F (DD 13367N) of Section 7,
Alberni District,
PID: 008-395-586

Prepared For:
Mr. Tyson Tilley
[REDACTED]
Port Alberni, BC
[REDACTED]

Attention:
Mr. Tyson Tilley
[REDACTED]

March 4, 2024

File No.: E3114.01
Revision No.: 00
Prepared by:
Paul Fraser, B.A., CTech
Chris Hudec, M.A.Sc., P.Eng.

Lewkowich Engineering Associates Ltd.
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Permit to Practice Number: 1001802

LEA Lewkowich
Engineering
Associates Ltd.

DISCLAIMER

1. Lewkowich Engineering Associates Ltd. (LEA) acknowledges that this report, from this point forward referred to as “the Report,” may be used by the Alberni-Clayoquot Regional District (ACRD) as a precondition to the issuance of a development and/or building permit and that this Report and any conditions contained in the Report may be included in a restrictive covenant under Section 56 of the Community Charter and registered against the title of the property at the discretion of the ACRD.
2. This Report has been prepared in accordance with standard geotechnical engineering practice solely for and at the expense of Mr. Tyson Tilley. We have not acted for or as an agent of the ACRD in the preparation of this Report.
3. The conclusions and recommendations submitted in this Report are based upon information from relevant publications, a visual site-assessment of the property, anticipated and encountered subsurface soil conditions, available floodplain data, current construction techniques, and generally accepted engineering practices. No other warrantee, expressed or implied, is made. If unanticipated conditions become known during construction or other information pertinent to the structures becomes available, the recommendations may be altered or modified in writing by the undersigned.
4. This Report was authored, to the best of our knowledge at the time of issuance, with considerations for local requirements specific to the Authority Having Jurisdiction (AHJ) and their standards for the preparation of such reports, the 2018 British Columbia Building Code (BCBC), and current engineering standards. Updates to municipal bylaws, policies, or requirements of the AHJ, or updates to the BCBC and/or professional practice guidelines may impact the validity of this Report.
5. This Report has been prepared by Mr. Paul Fraser, B.A., CTech, and Mr. Chris Hudec, M.A.Sc., P.Eng. Messrs. Fraser and Hudec are both adequately experienced in geotechnical engineering and hazard assessments and are also members in good standing with their respective associations, Mr. Fraser with the Applied Science Technologists & Technicians of British Columbia (ASTTBC), and Mr. Hudec with the Engineers and Geoscientists of British Columbia (EGBC).

EXECUTIVE SUMMARY

1. The following is a brief synopsis of the property, assessment methods, and findings presented in the Report. The reader must read the Report in its entirety; the reader shall not rely solely on the information provided in this summary.
2. The property, 5750 Falls Street, Port Alberni, BC, from this point forward referred to as “the Property,” is located within the central region of Vancouver Island, northwest of the City of Port Alberni and within the jurisdictional boundaries of the ACRD. The proposed development for the Property at the time of this Report includes construction of a 100-site campground, intended for use by recreational vehicles (RVs).
3. A site-specific hazard assessment was conducted to identify potential geotechnical hazards for the subject Property. The primary geotechnical hazards identified relate to the Property’s boundary with the Somass River and the associated seasonal flooding, the effects of climate change and sea level rise (SLR), and the tsunami inundation zone. We understand the Property is located within the defined tsunami inundation zone (Alberni Canal Maximum Tsunami Level) of 20.0m geodetic datum (GD), as provided by the Province of British Columbia.
4. As part of our assessment, LEA reviewed the Somass Watershed Flood Management Plan report, prepared by Northwest Hydraulic Consultants Ltd (NHC), dated May 1, 2020. It was determined that the Riverine Flood Construction Level (FCL), including freeboard, for any future development at the subject Property is 9.5m (CGVD2013).
5. As per EGBC guidelines a minimum setback of 30.0m from the estimated Future Natural Boundary (FNB) would be considered appropriate for this site. This setback typically applies to the construction of new buildings; in this case, no landfill shall encroach upon this setback.
6. Provided the recommendations outlined in this Report are followed, we consider the land can be made safe for the proposed development.

List of Abbreviations Used in the Report

Abbreviation	Title
ACRD	Alberni-Clayoquot Regional District
AHJ	Authority Having Jurisdiction
ASTTBC	Applied Science Technologists & Technicians of British Columbia
BCBC	British Columbia Building Code
BCOCP	Beaver Creek Official Community Plan
DPA	Development Permit Area
EGBC	Engineers and Geoscientists of British Columbia
FCL	Flood Construction Level
FNB	Future Natural Boundary
GD	Geodetic Datum (CGVD2013)
LEA	Lewkowich Engineering Associates Ltd.
MFLNRORD	BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development
NHC	Northwest Hydraulic Consultants Ltd.
PNB	Present Natural Boundary



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1.0 INTRODUCTION

1.1 General

- a. As requested, LEA has carried out a geotechnical hazard assessment of the subject Property with respect to the future construction of a 100-site campground. This Report provides a summary of our findings and recommendations.

1.2 Background

- a. The Property is currently developed with a number of buildings including workshops/carports, single-family residence, single-storey clubhouse building, washrooms, and several RV sites.
- b. Based on limited information provided by the client, we understand the proposed development consists of constructing 100 fully serviced RV sites located within the center of the southern portion of the Property. We understand the existing clubhouse and washroom buildings will remain as part of the development and a new septic field will be installed.
- c. The Property is located within the central region of Vancouver Island, northwest of the City of Port Alberni. See Figure 1.1 below.

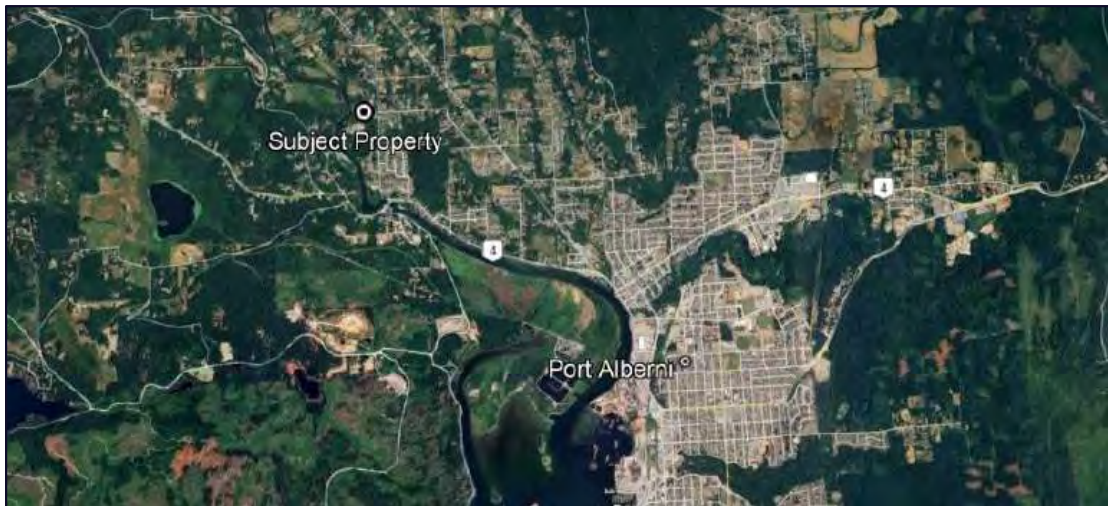


Figure 1.1 – Large Scale Location Plan (Satellite Imaging from Google Earth^{®1})

- d. A review of the 2023 BCOC² and associated Map No. 3³ indicate the Property is located within two DPA's:
 - i. DPA-I Riparian Areas Protection – includes all lands within 30 meters of major streams and rivers. An assessment report addressing DPA-I requirements shall be prepared by a qualified environmental professional and is not included as part of this assessment.
 - ii. DPA-II Natural Hazard Areas Protection – areas that are or may be subject to natural hazards such as flooding, sea-level rise, erosion, slides, rock falls, subsidence, tsunami-hazard zones, and steep slopes inclined at 30% or greater.

- e. The requirements for DPA-II outlined in the BCOC² that are applicable to the subject Property state:
- “Development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA II areas and to minimize the impact of any activity on these areas.”*
- and;
- “Development should be planned to avoid the tsunami hazard area, described as the area between the high tide line and a horizontal distance of 30 metres from the natural boundary of the sea or the furthest extent of the tsunami zone as shown by the best available mapping, whichever is greater.”*
- f. The current Alberni-Clayoquot Zoning By-law 1971⁴ states:
- “Notwithstanding anything else contained in this By-law, except where relief is granted by the Water Resources Service of the Department of Lands, Forests and Water Resources, no building shall be constructed:*
- i. *Within 7.62 meters [25 feet] of the natural boundary of a lake or within 30.48 meters [100 feet] of the natural boundary of any other natural water course or source of water supply (other than a well, which is governed by the Sanitary Regulations, 1917), or*
 - ii. *on ground surface less than 0.609 meters [2 feet] above 200 Year flood level (other than flood caused by tsunami) where it can be determined, or, where it cannot be determined, 3.048 meters [10 feet] above the natural boundary of a lake or any other natural water course in the immediate flood hazard area.”*
- g. We understand the ACRD has prepared a draft update of their zoning bylaw (Zoning Bylaw No. P1333, 2023)⁵, stating:
- “No building or structure shall be constructed, reconstructed, altered, moved or extended:*
- i. *on ground below the flood construction level established by designated 200-year floodplain mapping, or where a location is determined to be safe for the intended use by a qualified professional with training in geotechnical study and geohazard assessments. Where the 200-year floodplain has not been established and in the absence of an assessment by a qualified professional, a minimum 3 m flood construction level above the natural boundary of the ocean, a lake or a major stream as defined by this Bylaw, is required; or*
 - ii. *within 15 m of a minor stream and 30 m of a major stream; or*
 - iii. *within 15 m of any lake; or*
 - iv. *unless otherwise specified in this Bylaw, within 15 m of the natural boundary of the ocean: or*
 - v. *These restrictions do not apply to industrial and commercial buildings and structures where the use of the waterfront is a necessary subsidiary part of the business activity.*

- h. Following EGBC's Professional Practice Guidelines for Legislated Flood Assessments⁶, this Report would be categorized as a Class 0 assessment, applicable for Development and/or Building Permits.

1.3 Covenant Review

- a. As part of our assessment, we have reviewed the documents registered on the legal title of the Property, specifically, any restrictive covenants registered against the Property that may relate to the conclusions and recommendations provided in this Report.
- b. Current to the date of this Report, there are no covenants under Section 215 of the Land Title Act registered against the Property that relate to the comments, conclusions, and recommendations in this Report.

1.4 Assessment Methodology

- a. A visual reconnaissance of the Property was carried out February 14, 2024, which included observations of the current site conditions, topography, and expected development area.
- b. A desktop review of relevant background information was undertaken, including available aerial photographs, published geology, topography, and floodplain mapping, with consideration of the applicable EGBC practice guidelines and the most current and relevant technical documents provided by NHC⁷ and MFLNRORD⁸. Please refer to the list of references at the end of this Report.

2.0 SITE CONDITIONS

2.1 Physical Setting

- a. The Property is identified with the following civic and legal address:
- i. 5750 Falls Street, Port Alberni, BC (ACRD)
 - ii. Parcel F (DD 13367N) of Section 7, Alberni District
 - iii. PID: 028-110-323
- b. The Property is located along the east bank of the Somass River, northwest of the City of Port Alberni, within the Electoral Area E boundaries of the ACRD. The Property location is shown below in Figure 2.1.



Figure 2.1 – Small Scale Location Plan (Satellite Imaging from Google Earth^{®1})

- c. As per the current Alberni-Clayoquot Zoning By-law 1971⁴, the Property is zoned as “Forest Reserve District” (A4) and is bordered to the north, northeast, and south by other A4 properties; to the east by Falls Street; and to the west by the Somass River.

2.2 Terrain and Features

- a. In general, the terrain declines steadily from the Falls Street frontage to a near level bench that makes up the majority of the Property above the PNB of the Somass River. The overall slope from Falls Street to the lower bench is estimated to be inclined at 2 Horizontal to 1 Vertical or 26°, with total relief across the Property estimated to be 18m±.
- b. Evidence of previous earthworks and site manipulation can be seen throughout the Property, including numerous stockpiles of rubble/debris and a large spoil pile located approximately 75m to 100m to the west of the Falls Street frontage.
- c. Sporadic immature and mature trees and brush are found throughout the Property with the majority of dense vegetation confined to the perimeter.
- d. Typical terrain conditions are shown below in Figures 2.2.1 and 2.2.2.



Figure 2.2.1 – Typical Terrain Conditions – Spoil Pile (View Looking Northeast)



Figure 2.2.2 – Typical Terrain Conditions (View Looking West)

2.3 Regional Geology

- a. Surficial geology for the area is classified as part of the Hawarth deposit, commonly comprised of fluvial soils (very gravelly loamy sand), and “gleyed” soils (silt) with impeded drainage⁹.
- b. Bedrock geology for the area is classified as being part of the Nanaimo Group, typically consisting of boulder, cobble, and pebble conglomerate, coarse to fine sandstone, siltstone, shale, and/or coal¹⁰. A contact boundary between Nanaimo Group and Vancouver Group – Karmutsen Formation is located approximately 300m southwest of the Property.

2.4 Soil Conditions

- a. A subsurface investigation was not included as part of this assessment. Generally, subsurface soil conditions, as encountered by this office in similar investigations in the area, consist of a layer of topsoil, underlain by dense fluvial deposits of sand and gravel, at shallow depths (<1.0m).

2.5 Surface and Groundwater Conditions

- a. During our field review, LEA noted ponded surface water at several locations on the Property where fine-grained soils were exposed at surface. Surficial soils were saturated due to recent seasonal rainfall events. However, we expect the encountered ponding to be indicative of impeded drainage in the area.
- b. Groundwater flows may fluctuate seasonally with cycles of precipitation. Groundwater conditions observed at other times may differ from those observed during our assessment.

2.6 Foreshore Conditions

- a. The foreshore can be characterized as a near-vertical bank comprised of silt, sand, and gravel deposits immediately above the Somass River. The foreshore conditions, at the time of our assessment, are shown below in Figures 2.6.1 and 2.6.2.



Figure 2.6.1 – Typical Foreshore Conditions (View Looking South)



Figure 2.6.2 – Typical Foreshore Conditions (View looking North)

2.7 Somass Watershed Flood Management Plan Review

- a. In preparation of this Report, we have reviewed the Somass Watershed Flood Management Plan report prepared by NHC, dated May 1, 2020⁷. The NHC report provides a detailed analysis including but not limited to hydrology, geomorphology, hydraulic modelling, coastal assessment and wave modelling, to determine flood hazards for the Somass Watershed. We understand the Somass Watershed includes the Stamp, Ash, and Sproat Rivers; Great Central and Sproat Lake; and the Somass Estuary. The report notes several significant flood events have occurred over the past 100 years along the Somass River, with the largest flood occurring in 1961 where approximately 400mm of water covered River Road⁷. We understand through anecdotal information provided by the client, that flood levels at the subject Property in 2016 reached the existing clubhouse location where approximately 300mm of floodwater covered the current floor elevation.
- b. The NHC study includes floodplain maps with estimated flood boundaries and associated FCL elevations using isolines plus freeboard for the Somass River. The FCLs are based on the 1 in 200-year design flood event, including an estimated increase of overall discharge within the Somass Watershed of up to 20% by the year 2100 as a result of climate change effects on riverine conditions, as well as the effects of SLR at the Property.
- c. The floodplain maps indicate the majority of the subject Property is located within the 200-year floodplain limits¹¹. For reference, see Figure 2.7.1 below.



Figure 2.7.1 – Floodplain Extent at Subject Property (mark-up of NHC Flood Maps⁷)

3.0 DISCUSSION AND RECOMMENDATIONS

3.1 Recommended Flood Construction Level

- a. In the absence of a site-specific topographic survey, we are unable to comment accurately on the geodetic elevations of the parcel. However, based on a review of Google Earth® we have estimated the existing ground elevations to vary from 7.0m± GD to 25.0m± GD from the PNB of the Somass River to the Falls Street frontage.
- b. As indicated on Sheet 9 of the 200-Year Designated Floodplain Map (see Figure 2.7.1 above), the required FCL for any future development on the Property relating to habitable residential construction is 9.5m GD (CGVD2013)¹¹.
- c. As per ACRD requirements, the proposed 100-site campground should be constructed at or above the recommended FCL of 9.5m GD. This FCL would apply to the finished ground elevation for each site.
- d. Current ground elevations throughout the proposed campground area are estimated to vary from 7.0m± GD to 10.0m±; therefore, it is expected that landfill will be required to meet the FCL.
- e. Please refer to Section 3.6 below for further information relating to landfill, site grading, and scour protection.

3.2 Recommended Setback

- a. Provincial guidelines recommend a minimum setback of 30.0m from the natural boundary of any watercourse⁸. The Somass River is subject to SLR due to climate change. Therefore we recommend a setback of 30m from the estimated FNB.
- b. The NHC report indicates the recommended SLR rate for the year 2100, including regional uplift, is 0.83m

for Port Alberni. This increase should be applied to the PNB elevation to determine the required 30.0m setback from the estimated FNB. In this case, this setback would apply to the toe of the proposed fill area. Any existing structures within this setback area would be exempt.

- c. For reference and based on our review of topography using Google Earth®, we estimate the existing clubhouse building is located approximately 75m± from the PNB. Therefore, we expect the required landfill would be confined to the east side of the clubhouse location.

3.3 Foreshore Revetment

- a. Considering the steep-sloping shoreline bank and the expected slope composition, the erosion hazard is deemed moderate for this Property. We expect erosion is possible during significant storm events that would cause flooding of the Somass River. Evaluation of the rate and/or extent of erosion is beyond the scope of this Report. If the Client wishes to address the issue of potential erosion along the natural boundary and within the foreshore area, then further investigation and analysis into the use and installation of mitigative measures is required. LEA can provide recommendations for design of mitigative works for foreshore erosion if requested.
- b. As a minimum, we recommend the foreshore and alignment of the natural boundary be regularly monitored by current and future Property owners. Any notable regression of the natural boundary, specifically following a significant flood event or winter season or otherwise, would require a reassessment of the foreshore conditions.

3.4 Floodwater and Inundation

- a. In the event of a design flood (1 in 200-year), floodwater from the Somass River would inundate the majority of the Property. We expect that existing buildings and structures within the floodplain area and below the FCL would be susceptible to damage from floodwaters, or debris carried by floodwaters. It is also possible that safe access and egress would be difficult in the event the lower area is inundated by floodwater. The general risk of flooding is expected to increase with the effects of climate change and associated SLR.

3.5 Tsunami Inundation

- a. The Alberni Canal Maximum Tsunami Level at Port Alberni has been established at 20.0m GD by the Province of British Columbia.
- b. In the event of the maximum design tsunami, we expect the subject Property would be temporarily inundated with floodwater. It is expected that the floodwater within the inundation area would be active and would produce substantial flows that could cause significant damage to buildings and structures and erode soils around and/or under structures. The topography of the subject parcel may direct or confine

floodwaters to the subject Property and adjacent parcels to the northwest and south. Therefore, the risk of the maximum design tsunami inundating the Property and eroding soils around and/or under structures is considered high.

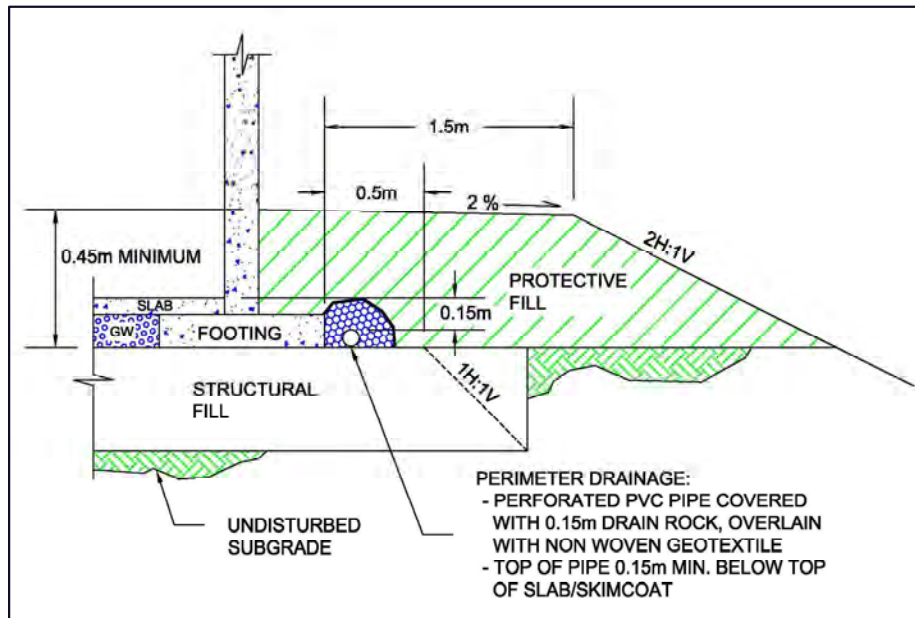
- c. If a Tsunami Warning is issued for the area, evacuation procedures provided by local and provincial government agencies should be followed. Safe egress to ground elevations above 20.0m GD is available at the east extent of the subject Property.

3.6 Landfill, Site Grading and Sour Protection

- a. We expect landfill above existing site grades will be required to meet the recommended FCL for the proposed development.
- b. Unsuitable materials shall first be removed prior to fill placement.
- c. The selection, placement and compaction of landfill materials shall generally follow our guidelines for structural fill, as described in Section 3.7 below.
- d. The face of any landfill must be protected from erosion and scour. To reduce erosion potential, LEA recommends a maximum slope inclination of 3 Horizontal to 1 Vertical. The face of the Somass-facing landfill slope shall be protected with plantings and vegetative cover. Alternatively, the slope can be armored with rip-rap boulders or a product with similar roughness.
- e. We note the addition of a mass landfill within the Property will prevent floodwater from entering the filled area of the property. That volume of floodwater may marginally increase the depth of floodwater on adjacent properties during less than design storm events. The degree and potential impact of redirected floodwaters has not been assessed and is beyond the scope of this Report.

3.7 Structural Fill

- a. The following guidelines for the placement and compaction of structural fill should be used.
- b. Structural fill should be inorganic sand and gravel. If structural fill placement is to be carried out in the wet season, material with a fines content limited to 5% passing the 75µm sieve should be used, as such a material will not be overly sensitive to moisture, allowing compaction during rainy periods of weather.
- c. Structural fill should be compacted to a minimum of 95% of Modified Proctor maximum dry density (ASTM D1557).
- d. Structural fills should include the zone defined by a plane extending down and outward a minimum 0.5m from the outer edge of the proposed sites, roadways etc., at an angle of 45 degrees from horizontal to ensure adequate subjacent support. This support zone is generally shown in Figure 3.7.1 below.



**Figure 3.7.1 – Typical Section, Structural Fill in Proximity to Foundations
(applied to proposed sites and roadways)**

- e. Compaction of fill should include moisture conditioning as needed to bring the soils to the optimum moisture content and compacted using vibratory compaction equipment in lift thicknesses appropriate for the size and type of compaction equipment used.
- f. A general guideline for maximum lift thickness is no more than 100mm for light hand equipment such as a “jumping-jack,” 200mm for a small roller and 300mm for a large roller or heavy (>500 kg) vibratory plate compactor or a backhoe mounted hoe-pac or a large excavator mounted hoe-pac, as measured loose.
- g. It should be emphasized that the long-term performance of roadways and prepared RV pads is highly dependent on the correct placement and compaction of underlying structural fills.

4.0 CONCLUSIONS

4.1 Local Government Conformance Statement

- a. LEA confirms that the recommendations made in this Report conform to the guidelines and objectives expressed under the current ACRD By-law 1971 (2018) and the proposed draft ACRD Zoning Bylaw No. P1333 (2020) relating to the development of campgrounds.
- b. The Somass River is a defined watercourse located to the west of the Property. All construction/development shall be carried out in conformance with the requirements of any jurisdictional limitations. Any jurisdictional limitations applicable to the Property and proposed development shall supersede the geotechnical recommendations made in this Report.
- c. Based on our review of the relevant publications and site-specific field assessment, it is the opinion of LEA

that seasonal flooding and the effects of climate change and SLR, and the Property's location within the tsunami inundation zone, are the potential geotechnical hazards within the subject Property.

- d. Provided the recommendations in this Report are followed, we confirm that from a geotechnical point of view the land is considered safe and suitable for the proposed development (100-site campground), with the probability of a geotechnical failure resulting in property damage of less than:
- i. 2% in 50 year for seismic events,
 - ii. 1 in 200-year return for flooding of riverine areas while accounting for 100-years of SLR, excluding tsunami hazards, and
 - iii. 10% in 50 years for all other geotechnical hazards.

and that the proposed development will not result in a detrimental impact on the environment, subject Property or adjoining properties.

- e. Due to the Property location adjacent to the Somass River, the associated tsunami risk is considered to be high. As the magnitude-frequency relation for tsunami-related flooding is unknown, we recommend following evacuation procedures provided by local and provincial government agencies for the area.
- f. Prior to construction, LEA recommends confirming the existing ground surface elevations within the proposed development areas using a qualified BC Land Surveyor. The recommended FCL of 9.5m GD and 30.0m setback beyond the FNB elevation and location should also be confirmed.

5.0 CLOSURE

- a. Lewkowich Engineering Associates Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or additional requirements at this time, please contact the undersigned at your convenience.

Respectfully Submitted,
Lewkowich Engineering Associates Ltd.



Paul Fraser, B.A., C.Tech
Senior Technician



Chris Hudec, M.A.Sc., P.Eng.
Senior Project Engineer

6.0 ATTACHMENTS

1. Engineers and Geoscientists British Columbia (EGBC) Appendix I: Flood Assurance Statement.

7.0 REFERENCES

1. Google Earth Pro, Accessed February 2024, Image date June 25, 2023.
2. Alberni-Clayoquot Regional District document titled, “Beaver Creek Official Community Plan Bylaw No. P1291, Schedule A, amended April 2023.
3. Alberni-Clayoquot Regional District map, “Beaver Creek OCP Map No. 3 Development Permit Areas and Development Approval Information Areas”, amended April 2023.
4. Alberni-Clayoquot Regional District, “Alberni-Clayoquot Zoning By-law 1971”, updated August 29, 2023.
5. Alberni-Clayoquot Regional District, “Draft Zoning Bylaw No. P1333, 202X”, dated August 2023, accessed February 2024.
6. Engineers and Geoscientists of British Columbia report titled “Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC,” version 2.1, dated August 28, 2018.
7. Northwest Hydraulic Consultants Ltd., report titled “Somass Watershed Flood Management Plan”, Ref No. 3003140, dated May 1, 2020.
8. BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development report titled “Flood Hazard Area Land Use Management Guidelines,” Amended January 1, 2018.
9. Soils of South Vancouver Island, British Columbia, Soil Survey Report No. 44, Sheet 3.
10. Province of British Columbia, iMapBC, Accessed February 2024, <https://maps.gov.bc.ca/ess/hm/imap4m/>
11. Northwest Hydraulic Consultants Ltd., “Appendix J: Designated Flood Maps”, Sheet 9 of 15, Job Number 3003140, dated April 30, 2020.

FLOOD ASSURANCE STATEMENT

Note: This statement is to be read and completed in conjunction with the current Engineers and Geoscientists BC *Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC* (“the guidelines”) and is to be provided for flood assessments for the purposes of the *Land Title Act*, *Community Charter*, or the *Local Government Act*. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority

Date: March 1, 2024 LEA File# E3114

Alberni-Clayquot Regional District

3008 5th Ave., Port Alberni, BC V9Y 2E3

Jurisdiction and address

With reference to (CHECK ONE):

- Land Title Act* (Section 86) – Subdivision Approval
- Local Government Act* (Part 14, Division 7) – Development Permit
- Community Charter* (Section 56) – Building Permit
- Local Government Act* (Section 524) – Flood Plain Bylaw Variance
- Local Government Act* (Section 524) – Flood Plain Bylaw Exemption

For the following property (“the Property”):

Parcel F (DD 13367N) of Section 7, Alberni District: 575 Falls Street

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a Qualified Professional and is a Professional Engineer or Professional Geoscientist who fulfils the education, training, and experience requirements as outlined in the guidelines.

I have signed, sealed, and dated, and thereby certified, the attached Flood Assessment Report on the Property in accordance with the guidelines. That report and this statement must be read in conjunction with each other. In preparing that Flood Assessment Report I have:

[CHECK TO THE LEFT OF APPLICABLE ITEMS]

___ 1. Consulted with representatives of the following government organizations:

- 2. Collected and reviewed appropriate background information
- 3. Reviewed the Proposed Development on the Property
- 4. Investigated the presence of Covenants on the Property, and reported any relevant information
- 5. Conducted field work on and, if required, beyond the Property
- 6. Reported on the results of the field work on and, if required, beyond the Property
- 7. Considered any changed conditions on and, if required, beyond the Property
- 8. For a Flood Hazard analysis I have:
 - 8.1 Reviewed and characterized, if appropriate, Flood Hazard that may affect the Property
 - 8.2 Estimated the Flood Hazard on the Property
 - 8.3 Considered (if appropriate) the effects of climate change and land use change
 - 8.4 Relied on a previous Flood Hazard Assessment (FHA) by others
 - ___ 8.5 Identified any potential hazards that are not addressed by the Flood Assessment Report
- 9. For a Flood Risk analysis I have:
 - ___ 9.1 Estimated the Flood Risk on the Property
 - ___ 9.2 Identified existing and anticipated future Elements at Risk on and, if required, beyond the Property
 - ___ 9.3 Estimated the Consequences to those Elements at Risk

FLOOD ASSURANCE STATEMENT

10. In order to mitigate the estimated Flood Hazard for the Property, the following approach is taken:

- 10.1 A standard-based approach
- 10.2 A Risk-based approach
- 10.3 The approach outlined in the guidelines, Appendix F: Flood Assessment Considerations for Development Approvals
- 10.4 No mitigation is required because the completed flood assessment determined that the site is not subject to a Flood Hazard

11. Where the Approving Authority has adopted a specific level of Flood Hazard or Flood Risk tolerance, I have:

- 11.1 Made a finding on the level of Flood Hazard or Flood Risk on the Property
- 11.2 Compared the level of Flood Hazard or Flood Risk tolerance adopted by the Approving Authority with my findings
- 11.3 Made recommendations to reduce the Flood Hazard or Flood Risk on the Property

12. Where the Approving Authority has not adopted a level of Flood Hazard or Flood Risk tolerance, I have:

- 12.1 Described the method of Flood Hazard analysis or Flood Risk analysis used
- 12.2 Referred to an appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk
- 12.3 Made a finding on the level of Flood Hazard or Flood Risk tolerance on the Property
- 12.4 Compared the guidelines with the findings of my flood assessment
- 12.5 Made recommendations to reduce the Flood Hazard or Flood Risk

13. Considered the potential for transfer of Flood Risk and the potential impacts to adjacent properties

14. Reported on the requirements for implementation of the mitigation recommendations, including the need for subsequent professional certifications and future inspections.

Based on my comparison between:

[CHECK ONE]

- The findings from the flood assessment and the adopted level of Flood Hazard or Flood Risk tolerance (item 11.2 above)
- The findings from the flood assessment and the appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk tolerance (item 12.4 above)

I hereby give my assurance that, based on the conditions contained in the attached Flood Assessment Report:

For subdivision approval, as required by the *Land Title Act* (Section 86), "that the land may be used safely for the use intended":

[CHECK ONE]

- With one or more recommended registered Covenants.
- Without any registered Covenant.

For a development permit, as required by the *Local Government Act* (Part 14, Division 7), my Flood Assessment Report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of this section [Section 491 (4)]".

For a building permit, as required by the *Community Charter* (Section 56), "the land may be used safely for the use intended":

[CHECK ONE]

- With one or more recommended registered Covenants.
- Without any registered Covenant.

For flood plain bylaw variance, as required by the *Flood Hazard Area Land Use Management Guidelines* and the *Amendment Section 3.5 and 3.6* associated with the *Local Government Act* (Section 524), "the development may occur safely".

For flood plain bylaw exemption, as required by the *Local Government Act* (Section 524), "the land may be used safely for the use intended".

FLOOD ASSURANCE STATEMENT

I certify that I am a Qualified Professional as defined below.

March 1, 2024

Date

Chris Hudec

Prepared by

Chris Hudec

Name (print)



Signature

Reviewed by

Name (print)

Signature

1900 Boxwood Road

Address

Nanaimo, BC, V9S 5Y2

Telephone

Email



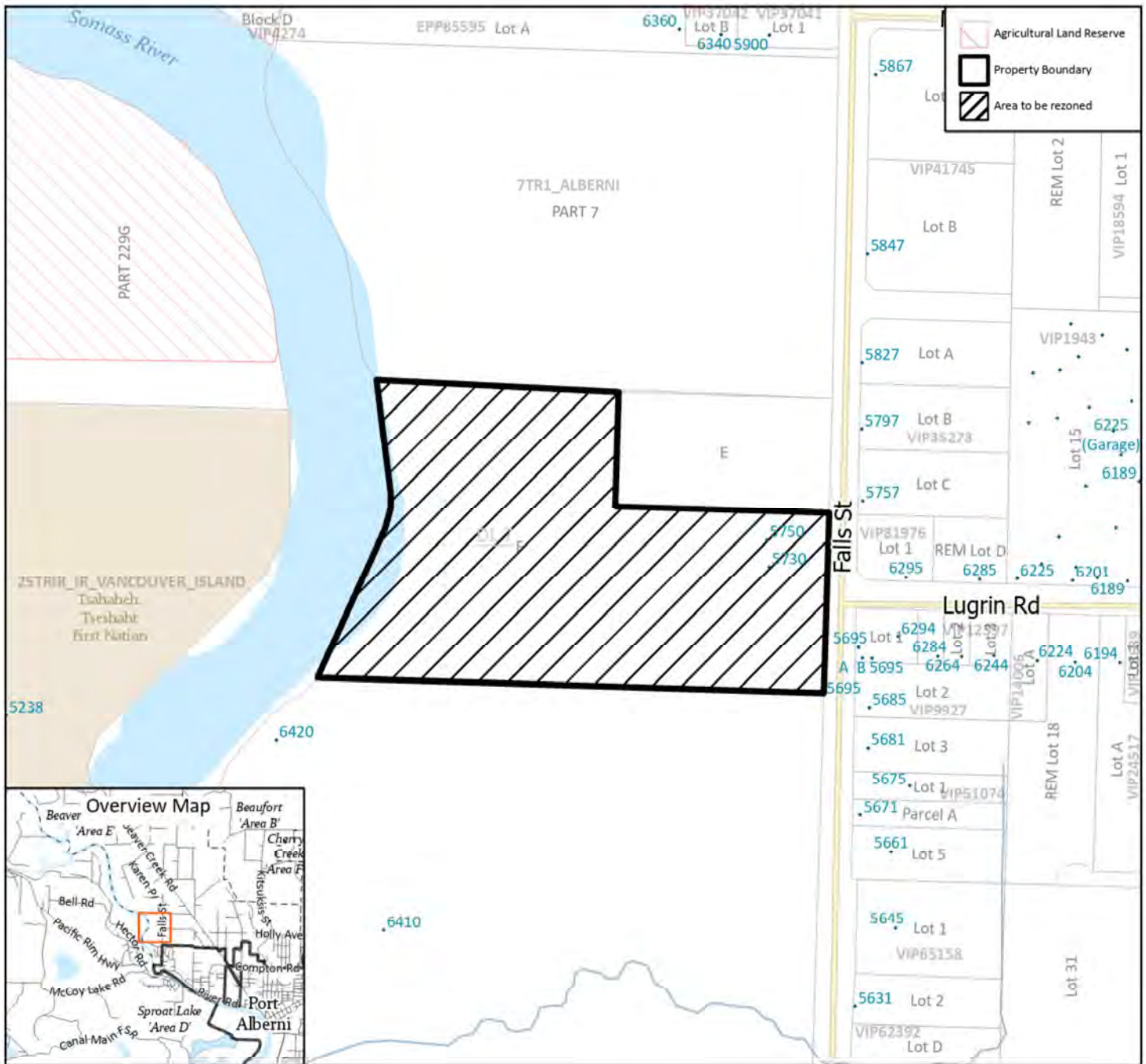
(Affix PROFESSIONAL SEAL here)

If the Qualified Professional is a member of a firm, complete the following:


I am a member of the firm **Lewkowich Engineering Associates Ltd.**
and I sign this letter on behalf of the firm. (Name of firm)

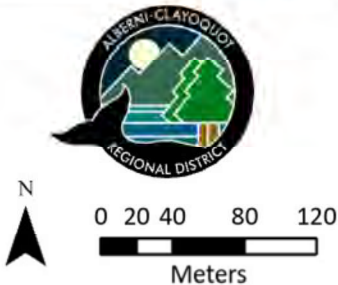
Schedule 'A'

This schedule is attached to and forms part of the Beaver Creek Official Community Plan Amendment Bylaw P1465, 2023



Legal description: PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT

 To be redesignated from Residential Use to Commercial Use.





REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1466

OFFICIAL ZONING TEXT AMENDMENT

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 upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text 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 Text Amendment Bylaw No. P1466.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding section “128C Campground Commercial (C8-C) District” and subsections to read as follows:

128C Campground Commercial (C8-C) District

This District provides for facilities to accommodate tourists and vacationers in tents and recreational vehicles in areas which are particularly located and suited to such uses.

128C.1 Uses Permitted

- (1) Campgrounds
- (2) Two (2) single family dwellings
- (3) Accessory buildings and uses

128C.2 Conditions of Use

- (1) In this zone “campsite” means an established site within a campground for

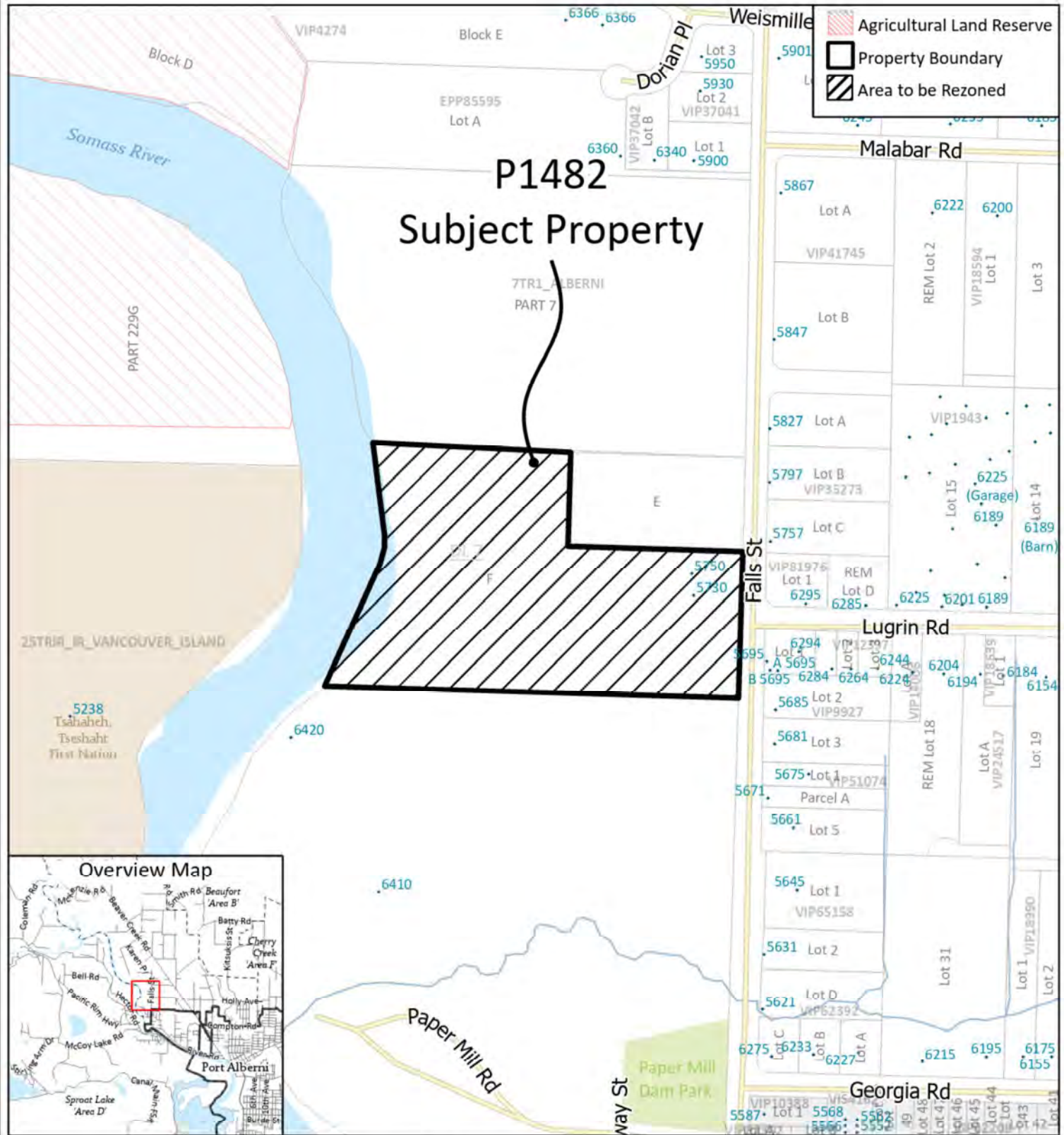
the temporary location and siting of recreational vehicles or tents as a temporary recreational use for a period not to exceed 180 days in any calendar year, whether the use is continuous or intermittent.

- (2) Maximum number of campsites shall not exceed 100 within the C8-C District.
- (3) No recreational vehicle or tent shall be located other than on an established campsite.
- (4) There shall be no year-round or permanent occupation of a campsite.
- (5) All campsites shall be located a minimum of 60 metres from the natural boundary of the Somass River.
- (6) All campsites shall be located a minimum of 15 metres from the rear lot line and 4.5 metres from side lot lines. A minimum 4.5 metre buffer area of landscaping or natural vegetation screening must be provided between campsites and neighbouring uses.
- (7) The single family dwellings shall not be used as short term vacation rental units.
- (8) A single family dwelling or campsite shall not be a separate strata unit.
- (9) In this zone “accessory buildings and uses” includes office facilities; clubhouse; retail store; washroom, shower, and laundry facilities; parking; gazebos; picnic shelters; structures containing garbage, recycling, and organics collection; and structures required to contain fire, emergency, water, sewer, and electrical infrastructure.

b. By amending Section 200, Schedule II – Bulk and Site Regulations, to include the following line item:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (Feet)			Maximum Height (feet)
				Front	Rear	Side	
C8-C	330	10 acres	10%	40	30	15	30

- c. By amending Section 4.3, Interpretation, to include “C8-C” on the line which references “C Districts”.
- d. By amending Section 5.1, Designation of Districts, to include “128C Campground Commercial (C8-C) District” in the Commercial Section.

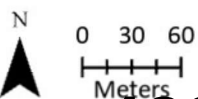


Bylaw P1482 (Tilley) - 5750 Falls Street

Legal description: PARCEL F (DD 13367N) OF SECTION 7 ALBERNI DISTRICT



To be rezoned from Forest Reserve (A4) District to Campground Commercial (C8-C) District.





To: ACRD Board of Directors

Meeting Date: April 22, 2026

From: Alex Dyer, GM of Planning & Development

Voting Structure: Electoral Area Directors

Electoral Area: E - Beaver Creek

Subject: Development Variance Permit DVE25013 - (COLLINS/CHALMERS)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuing development variance permit DVE25013 subject to neighbour notification as per Local Government Act s. 499.

Development Variance DVE25013 to allow for the siting of a single family dwelling:

- i. Development variance of the ACRD Zoning Bylaw, Schedule II Bulk and Site Regulations to reduce the required front yard setback in the Rural (A2) District from 15.2 m (50 ft) to 10.4 m (34.1 ft).
- ii. Development variance of the ACRD Zoning Bylaw, Schedule II Bulk and Site Regulations to reduce the required side yard setback along the north lot line in the Rural (A2) District from 4.6 m (15 ft) to 2.5 m (8.2 ft)
- iii. Development variance of Section 6.2(4)(a) of the ACRD Zoning Bylaw to reduce the required watercourse setback from 30.5 m (100 ft) to 17.8 m (58.4 ft).

Development Proposal: The applicants intend to construct a single-storey single family dwelling with a 900 ft² footprint and a 360 ft² patio on the vacant property. They have applied for a reduction to the front and side yard setbacks in the A2 District zoning, and a reduction to the watercourse setback, to allow for the proposed siting within the most suitable area to develop on the 0.65 ha sloping property that is bisected by Kitsuksis Creek.

Advisory Planning Commission Recommendation: The Beaver Creek Advisory Planning Commission (APC) considered the application at their April 15, 2026 meeting and the APC passed a motion to support the application as presented.

Property Owner(s): NATHAN D COLLINS, ALANA H CHALMERS, DAVID G COLLINS, NANCY E COLLINS

Applicant/Primary Contact: NATHAN D COLLINS

Property Information:

Civic Address: Lot 2, Willow Road					
Legal Description: LOT 2, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 10029					
PID: 005-487-552	Folio: 770-01315.000	ALR? (Y/N)	N	Lot Size (ha):	0.65 (1.6 ac)
Current Zoning:	A2 - Rural District	Proposed Zoning:	n/a		
Current OCP:	Beaver Creek, Residential Use	Proposed OCP:	n/a		
Development Permit Area(s):	DPA I – Riparian Areas Protection				

Current Use & Description: The 0.65 ha vacant linear property has approximately 130 metres of frontage on Kitsuksis Creek to the east. The property slopes away from the road down to the creek with steeper slopes located in the south half of the property and along the creek. There is a relatively level bench of land in the north west portion of the property where the proposed house would be located. The property is accessed by an existing driveway on the north lot line and the neighbouring property owner has granted an easement to secure access to the shared driveway. The property is mostly treed with the building site recently cleared to allow for development.

Surrounding Zoning and Land Use

North	Rural property zoned A2	South	Rural property zoned A2
East	Kitsuksis Creek	West	Willow Road and rural properties zoned A2

Services:

- a) **Sewage Disposal:** On-site sewage disposal. A new septic system would be installed to service the proposed house.
- b) **Water Supply:** Beaver Creek Water System.
- c) **Fire Protection:** Beaver Creek Fire Department
- d) **Access:** The property is accessed from Willow Road. The primary access is from an existing driveway located on the north end of the property that is accessed via easement over a portion of the neighbouring property to the north.

Planning Policy Discussion:

- a) **Official Community Plan:** The property is designated as Residential Use in the Beaver Creek Official Community Plan (OCP). The Residential land use designation supports a range of residential housing options.

The property is impacted by Development Permit Area (DPA) I – Riparian Areas Protection which includes all lands within 15 metres of a minor stream, which includes Kitsuksis Creek. The DPA I guidelines include measures that intend to protect, enhance, and restore the ecological integrity of sensitive riparian areas where development is proposed. The proposed house location is sited outside of the 15 metre riparian area; it would be sited approximately 17.8 metres from the natural boundary of Kitsuksis Creek.

The Beaver Creek OCP includes guidelines within DPA II – Natural Hazard Areas Protection that intend to protect development from steep slopes with an incline of 30 percent or more. The proposed house site would be located 6.6 metres from the top of a 101 percent slope and although no development permit will be required as the development is not located on the steep slope area, the Building Inspector may require a Geotechnical Engineering assessment to ensure that the siting and bearing soils for the house are safe for the intended use.

This proposal complies with the policies and objectives of the Beaver Creek OCP and a development permit is not required to allow for the proposed siting of the house.

- b) **Zoning:** The property is zoned Rural (A2) District.

	Current: A2	Proposed:
Minimum Lot Area (ha)	2	-

Minimum Lot Width (m)	100.6	-
Principal & Accessory Front Yard Setback (m)	15.2	10.4
Principal Side Yard Setback (m)	4.6	2.5
Principal Rear Yard Setback (m)	9.1	-
Accessory Side Yard Setback (m)	4.6	-
Accessory Rear Yard Setback (m)	4.6	-
Watercourse Setback (m)	30	17.8

The applicants intend to construct a 900 square foot single-storey dwelling on the north side of the property. Given the topography of the property, the most suitable building envelope is found in the north west corner of the property. The proposed siting of the house would require three variances:

- i. A reduction in the watercourse setback from Kitsuksis Creek from 30 m to 17.8 m.
- ii. A reduction in the side yard setback from the north lot line from 4.6 m to 2.5 m.
- iii. A reduction in the front yard setback from Willow Road from 15.2 m to 10.4 m.

The variances would allow for the opportunity to construct the dwelling on the vacant property. The applicants intend to construct the house to comply with the Accessory Dwelling Unit (ADU) provisions in the Zoning Bylaw which would allow for the flexibility to construct an additional single family dwelling. The minimum side yard setback for an ADU is 3 metres (10 feet) and the variance would account for the siting of the dwelling if it is considered as an ADU in the future.

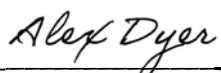
This proposal does not comply with the building setbacks in the A2 District. The variance application would facilitate the proposed siting of the dwelling.

Comments: The property owners intend to construct a single-storey dwelling with a 900 ft² footprint and an attached 360 ft² patio on the vacant 0.65 ha (1.6 ac) property. The property is bordered by Kitsuksis Creek to the east and there are significant topography variations throughout the property. The most suitable area to construct the proposed house is found in the north west corner of the property and the variances would facilitate the proposed siting.

The proposed house site is located 6.6 metres from the top of a slope that drops 12 metres down to the creek at a 101% slope. The location of the house site in the vicinity of the top of the ravine may require assessment by a Geotechnical Engineer at the building permit stage to ensure that the site is safe for the intended use. The applicants have engaged a Geotech as part of the building design.

There is no development or land alteration planned within the 15 metre riparian area from the creek or within the steep slopes adjacent to the creek. Any development within these areas would require a development permit and an assessment from a Qualified Professional to satisfy the Development Permit Area guidelines in the Beaver Creek OCP.

It is the opinion of Planning staff that the variance request is reasonable given the topography challenges on the property and the suitability of the proposed building envelope in the north west portion of the property. Planning staff recommend that the Board proceed with the neighbour notification process prior to making a final decision on the variance.

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

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

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

Site Photos – January 2026



Access driveway from Willow Road



Proposed house site



Drainage course at the centre of the property



Existing topography in the building site area



Existing rock retaining wall near the building site area

SITE PLAN OF LOT 2, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 10029.
SHOWING SURVEY DETAIL AND PROPOSED DWELLING LOCATION THEREON.

SCALE 1:400



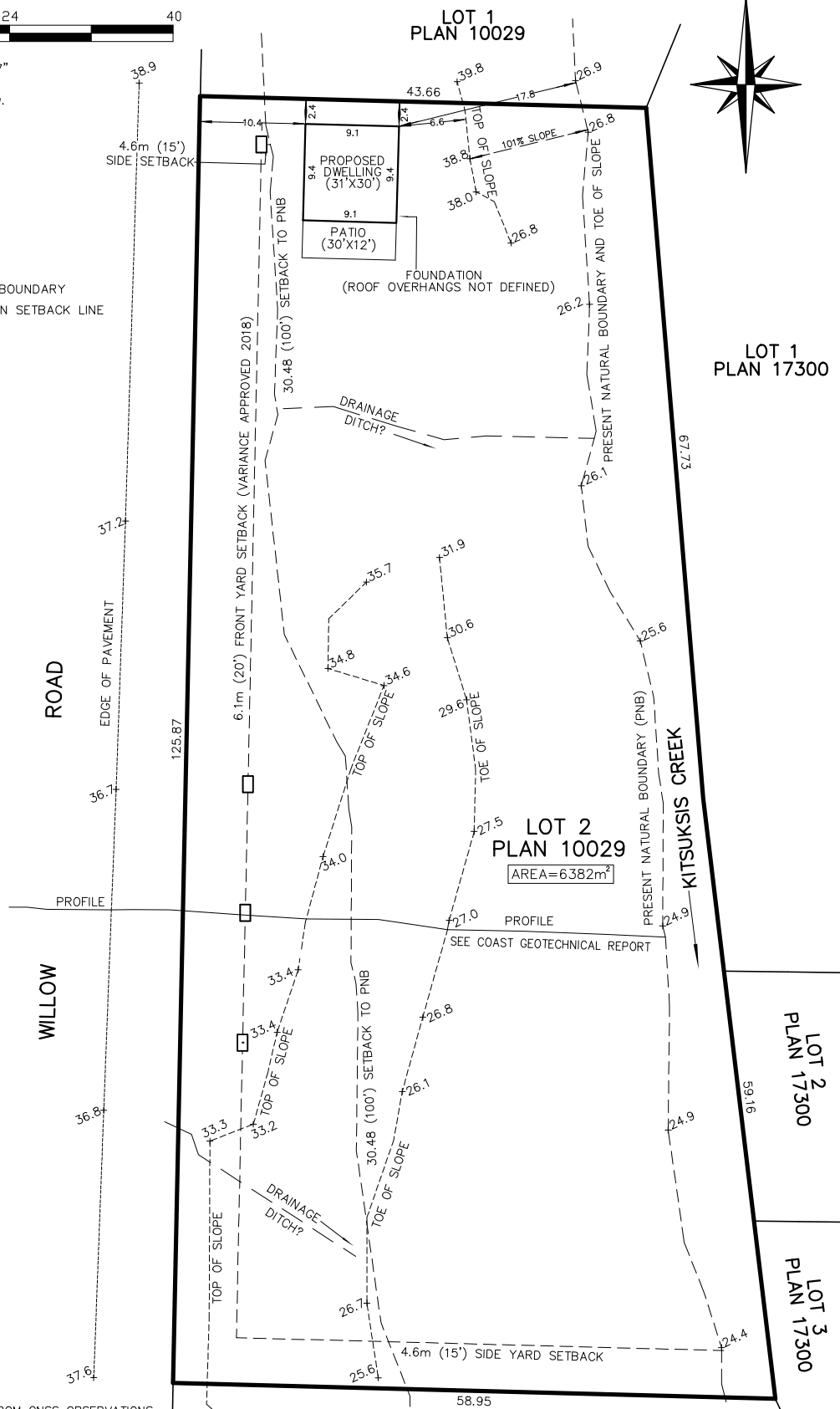
Metric
THE INTENDED PLOT SIZE IS 11" X 17"
DIMENSIONS ARE SHOWN IN METRES
AND ARE DERIVED FROM PLAN 10029.

CIVIC ADDRESS:

LOT 2 WILLOW ROAD
PORT ALBERNI, BC
PID: 005-487-552

LEGEND

- +0.0 DENOTES SPOT ELEVATION
- PNB DENOTES PRESENT NATURAL BOUNDARY
- DENOTES WOOD STAKE SET ON SETBACK LINE







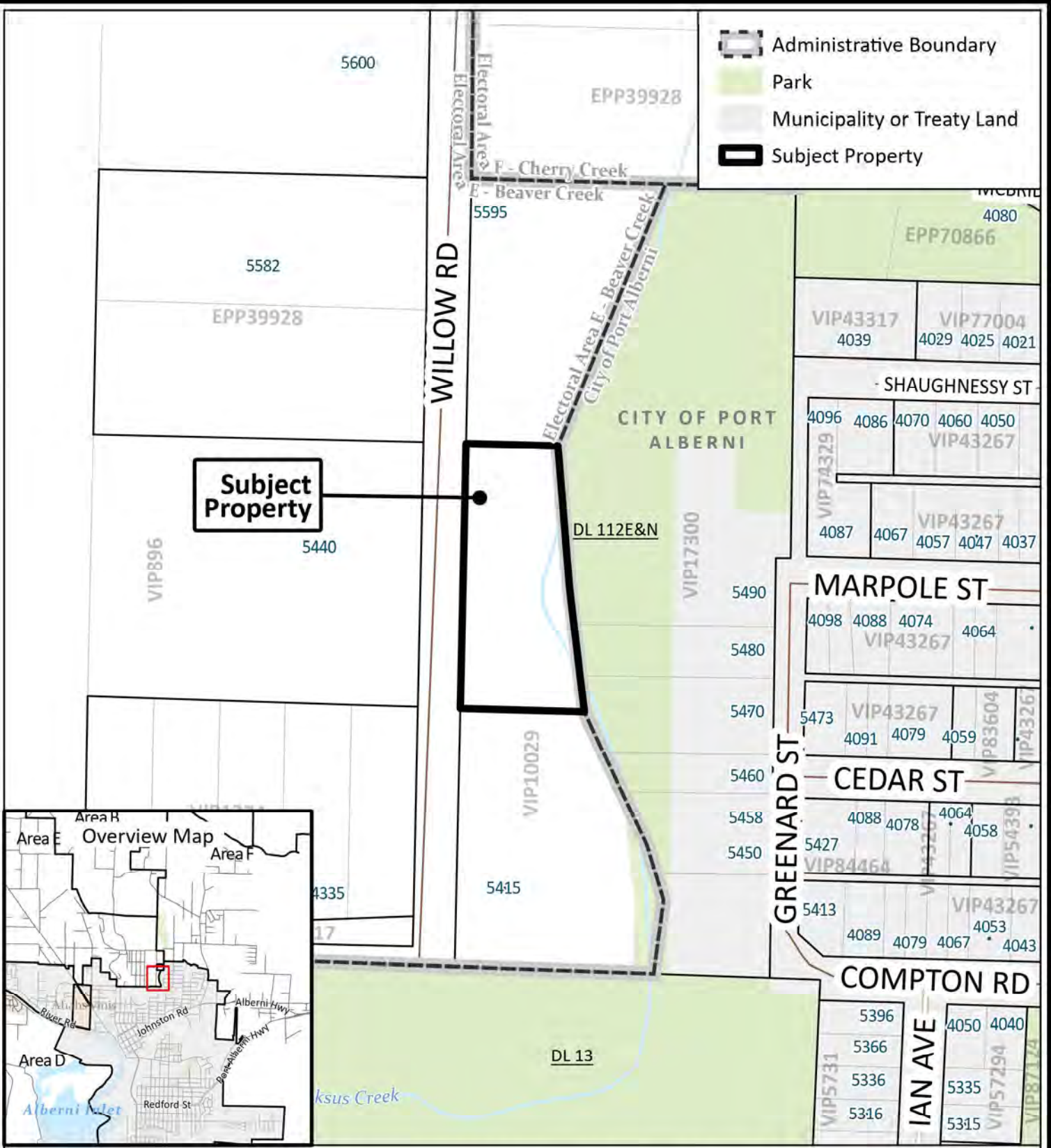
NOTES

- ELEVATIONS ARE GEODETIC DERIVED FROM GNSS OBSERVATIONS
DATUM: CGVD2013
- JURISDICTION: ALBERNI CLAYOQUOT REGIONAL DISTRICT
ZONING (2026): BYLAW 1971, A2
- LOT 2 IS SUBJECT TO THE FOLLOWING NON FINANCIAL
CHARGES AND INTERESTS;
M76300.
- NO FORMAL BUILDING PLANS PROVIDED
BUILDING DIMENSIONS PROVIDED BY NATHAN COLLINS
- OFFSET DIMENSIONS ARE TO EXTERIOR OF
MAIN FOUNDATION WALL AND ARE
PERPENDICULAR TO PROPERTY LINES.

PACIFIC RIM LAND SURVEYING LTD. AND JAMES BRUCE
ACCEPT NO RESPONSIBILITY FOR AND HEREBY DISCLAIM
ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES
INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT,
SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING
OUT OF OR IN CONNECTION WITH ANY DIRECT OR
INDIRECT USE OR RELIANCE UPON THE PLAN
BEYOND ITS INTENDED USE.


PACIFIC RIM
LAND SURVEYING LTD.
PHONE: 250-248-7268
EMAIL: JAMES@PACIFICRIMSURVEYING.COM
FILE: 1464 SP8.DWG
DATE: 2026-01-13

-  Administrative Boundary
-  Park
-  Municipality or Treaty Land
-  Subject Property



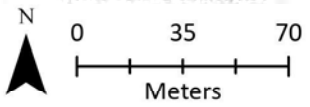
Subject Property



 Legal Description: LOT 2, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 10029




ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





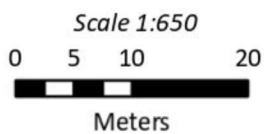
LOT 2, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 10029

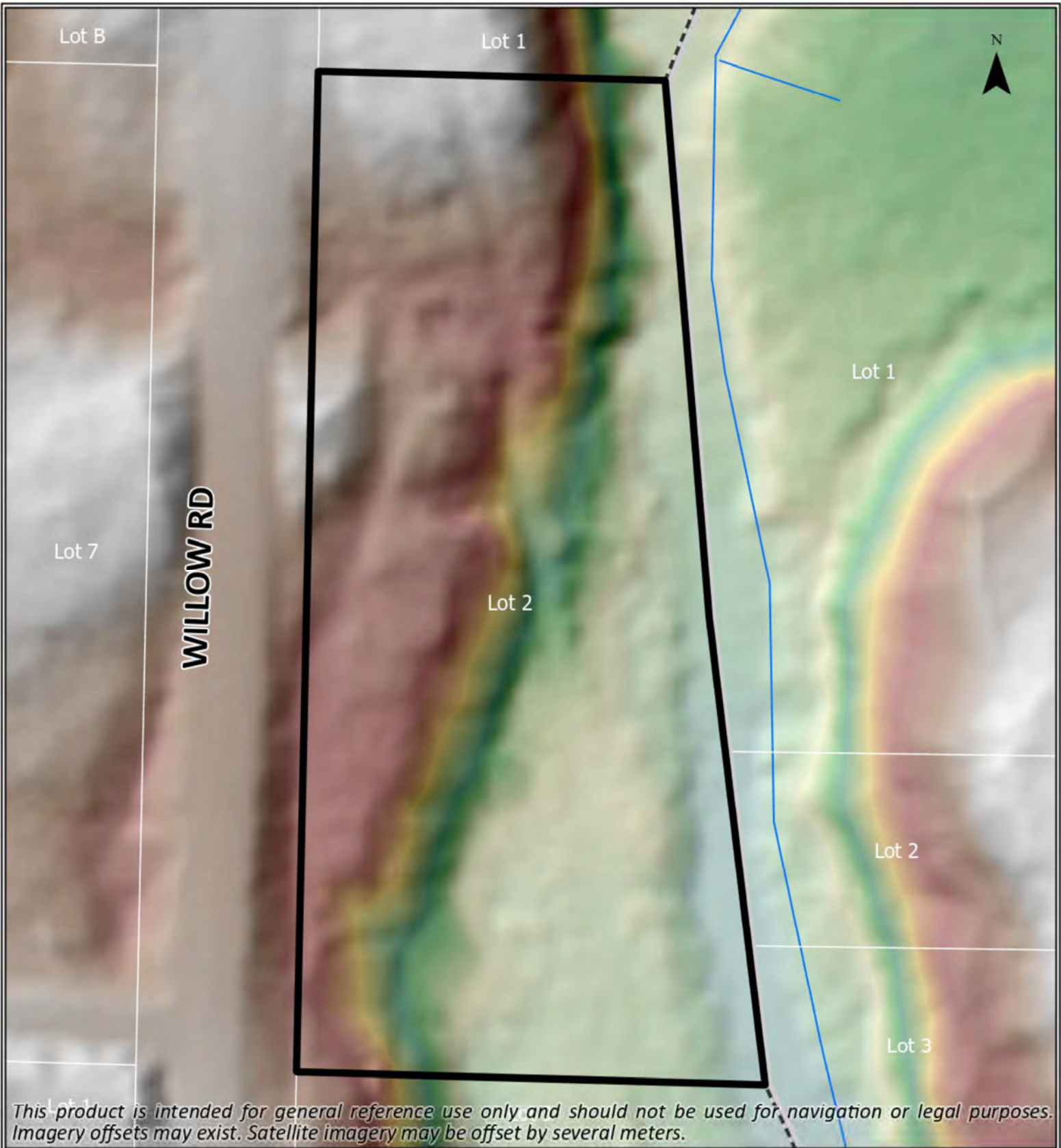
 Subject Property



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**


Prepared 2026-04-07
Sources: Prov. BC, ParcelMapBC; ACRD;
City of Port Alberni Imagery 2022







This product is intended for general reference use only and should not be used for navigation or legal purposes. Imagery offsets may exist. Satellite imagery may be offset by several meters.

LOT 2, DISTRICT LOT 112, ALBERNI DISTRICT, PLAN 10029

 Subject Property

Elevation (m)

 41.915

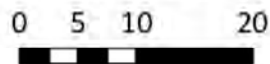
 23.672



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Prepared 2026-04-07
Sources: Prov. BC, ParcelMapBC; ACRD; City of Port Alberni Imagery 2022

Scale 1:650



200 Meters



To: ACRD Board of Directors

From: Brooke Eschuk, Planner 1; Serena Manhas, Planner 1

Meeting Date: April 22, 2026

Subject: Area C Official Community Plan Update – Phase 4: Community Engagement Summary Report

Desired Outcome:

That the Board of Directors are updated on the progress of the Official Community Plan (OCP) update projects as each phase of the individual OCPs are completed.

Summary:

Planning staff have compiled and analyzed community input from Phase 4 of the Area C OCP Update Project. The Phase 4 Community Engagement Summary Report provides an overview of community engagement completed during the Create the Plan project phase. This phase of the project included developing the Area C Land Use Designations, drafting the Core Policies of the OCP, the Development Permit Areas (DPAs) and related mapping, eventually building the Draft Area C OCP. It is anticipated that the final steps in working with the community to develop the draft text and maps will be completed in April-May and that the Draft OCP will be prepared for the Board's first consideration in May 2026.

Background:

On January 24, 2024, the Board of Directors resolved to proceed with comprehensive updates to the six Electoral Area OCPs in the following order: South Long Beach/Sproat Lake (2024-2025), Beaver Creek/Beaufort (2025-2026), Bamfield/Cherry Creek (2026-2027), as outlined in the OCP Updates Work Plan and Community Engagement Strategy.

Phase 4 Community Engagement Summary Report

The Phase 4 Community Engagement Summary Report outlines the engagement events and activities that occurred to inform the Area "C" Official Community Plan, including open houses and workshops, surveys, and "What We Heard" pop-up events. In addition, the OCP team met with staff from Yuułuʔiłʔatḥ (Ucluelet First Nation), ʔukʷaaʔatḥ (Toquaht Nation), and ʔaʔuukʷiʔatḥ (Tla-o-qui-aht First Nation). As well, the OCP team met with the Salmon Beach Committee, the West Coast Committee, the Accessibility Committee, students at Ucluelet Secondary School, the Coastal Foods Roundtable, and the Clayoquot Biosphere Trust during this phase of engagement.

A townhall and open house event was held on March 24, 2026 at the Ucluelet Community Centre where 44 community members attended. Staff presented the Draft Area C Plan and invited community members to ask questions and complete a questionnaire regarding their satisfaction with the Draft

Official Community Plan. Feedback from each engagement session has been implemented in the Draft OCP where applicable and appropriate.

Time Requirements – Staff & Elected Officials:

This is a multi-year project with the Area C – South Long Beach and Sproat Lake and Area OCPs being completed by a hybrid consultant and staff team, and the remaining four OCPs (Beaver Creek, Beaufort, Bamfield, and Cherry Creek) being completed by ACRD planning staff.

Financial:

OCP resources and funding are through the Rural Planning Service, and Planning staff and project expenses are funded through the ACRD’s Community Works Funds within the Canada Community-Building Fund (CCBF).

Strategic Plan Implications:

The ACRD Strategic Plan 2024-2027 includes strategies and objectives that align with community planning projects. Strategy 1.2 – Sustainable land use planning and growth management includes an objective to “undertake a comprehensive review and revision of the electoral area OCPs and zoning bylaws.”

Policy or Legislation:

Part 14 of the Local Government Act regulates the adoption of OCP bylaws, including required content, and consideration of consultation with specific groups such as organizations and First Nations.

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

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

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

AREA C

OFFICIAL COMMUNITY PLAN UPDATE

PHASE 4 – ENGAGEMENT
SUMMARY REPORT
APRIL 2026



Help create
the Plan!



INTRODUCTION

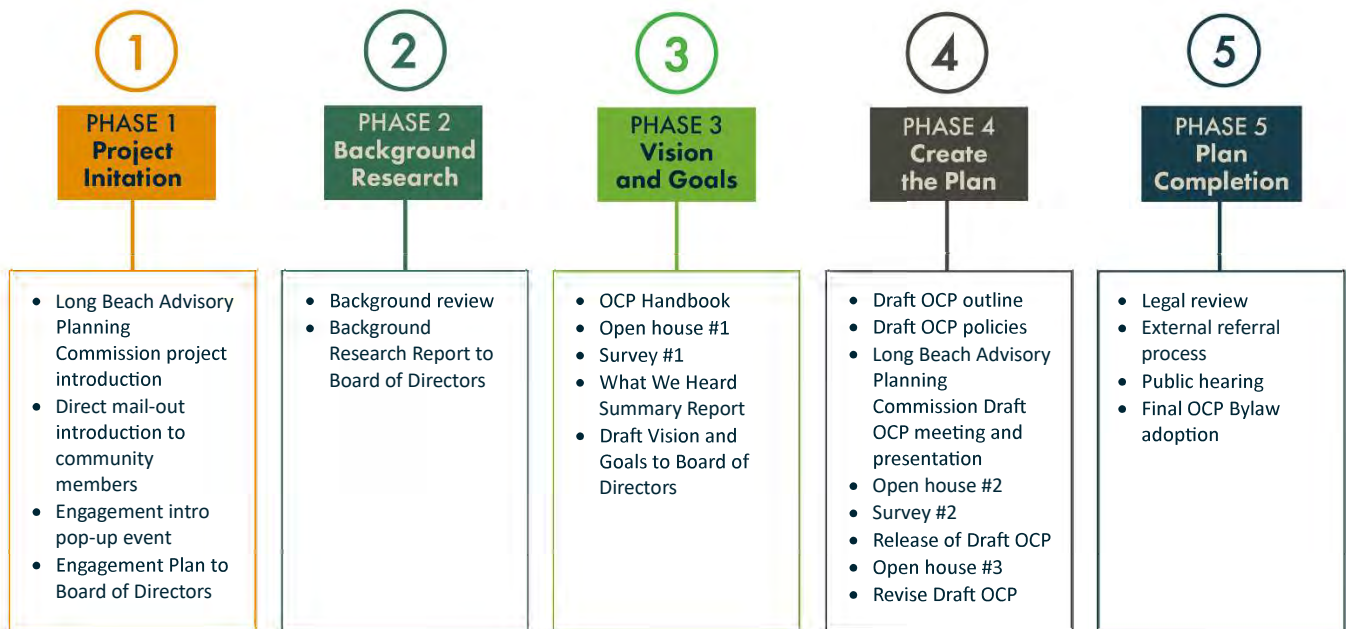
In Summer 2024, the Alberni-Clayoquot Regional District (ACRD) started a full-scale update of the Area “C” (South Long Beach) Official Community Plan (OCP). An OCP is a set of policies that outlines the long-term vision for the community and guides future decision-making on development.

The current Area “C” OCP was adopted in July 2007 and has influenced local land use for over 18 years. Updating the OCP is important to ensure its vision and goals remain aligned with current community priorities and future direction.

This report provides a summary of the engagement activities and what we heard throughout Phase 4 – Create the Plan. It also explains how community feedback was collected and used to create the Draft Area “C” OCP. Feedback from Phases 1 to 3 was used to create the Background Research Report, as well as the Draft Vision and Goals.

PROJECT TIMELINE

Phase 4 – Create the Plan started in Summer 2025, with the Plan Completion phase estimated for Spring 2026. Below summarizes the steps taken in each project phase. It also summarizes what steps will be taken in Phase 5 – Plan Completion.



THE OCP ENGAGEMENT PROCESS

To ensure the OCP reflects community needs, the OCP project team has been engaging with First Nations and Modern Treaty Nations, community members, local community groups, neighbouring local governments, organizations, and the Province since November 2024. Engagement opportunities were provided both in-person, and online at www.letsconnectacrd.ca/area-c-ocp.

COMMUNITY ENGAGEMENT

The ACRD has engaged with community members throughout the entire OCP process such as through open houses, surveys, a community BBQ, and pop-up events. Community members feedback was gathered and compiled to create the Draft Area “C” OCP Vision and Goals, and helped guide the policies for the Draft Area “C” OCP.

The following events were held for community members to engage in the Area “C” OCP:

DATE	EVENT	LOCATION	NUMBER OF ATTENDEES
November 6, 2024	Project Introduction Pop-up	Ucluelet Co-op General Store	N/A
December 11, 2024 to March 31, 2025	Area C OCP Handbook	Online	2 submissions, 4 participants
March 3 to March 31, 2025	Engagement Survey #1	Online	46 submissions
March 13, 2025	Open House and Workshop #1	Ucluelet Community Centre	43 attendees
March 26, 2025	‘What We Heard’ Pop-up	Ucluelet Co-op General Store	25 attendees
April 26, 2025	Millstream Community BBQ	Community of Millstream	90 attendees
August 28 to September 15, 2025	Engagement Survey #2	Online	36 submissions
August 13, 2025	Open House and Workshop #2	Ucluelet Community Centre	16 attendees
August 27, 2025	‘What We Heard’ Pop-up #2	Ucluelet Co-op General Store	24 attendees
September 4-9, 2025	Alberni Valley Fall Fair	Alberni Fall Fair Grounds	N/A
February 19, 2026	Youth Engagement – Land Based Learning Class	Ucluelet Secondary School	16 attendees
March 13 to April 1, 2026	Draft OCP Feedback Questionnaire	Online	5 submissions
March 24, 2026	Draft OCP Open House	Ucluelet Community Centre	44 attendees

LONG BEACH APC ENGAGEMENT

The community engagement process is also being guided by the Long Beach Advisory Planning Commission (APC). The APC provides valuable local input on development applications and community planning, and advises the Electoral Area Director and ACRD Board of Directors on planning matters. The APC’s role for the OCP has been to advise on engagement plans, encourage community involvement, and to provide a community lens on topics throughout the drafting process for the Area “C” OCP.

The APC has met on the following dates to discuss the Area “C” OCP Update:

DATE	MEETING DETAILS	LOCATION
June 24, 2024	Project Introduction and Visioning	Ucluelet Community Centre or hybrid
November 25, 2024	OCP Update and Background Research Report Review	Ucluelet Community Centre or hybrid
February 18, 2025	OCP Update and Review of Open House Display Boards	ACRD Boardroom or hybrid
April 15, 2025	OCP Engagement Update and Draft Vision and Goals Review	ACRD Boardroom or hybrid
March 3, 2026	Review of Draft Area “C” OCP	Ucluelet Community Centre or hybrid

ENGAGEMENT WITH FIRST NATIONS AND MODERN TREATY NATIONS

Electoral Area "C" is part of the West Coast Region, which is situated on the traditional territories of the hiškʷiiʔath (Hesquiaht First Nation), ʕaahʷuusʔath (Ahouasht), ʕaʔuukʷiʔath (Tla-o-qui-aht First Nation), Yuuʕuʔiʔath (Ucluelet First Nation), and tukʷaaʔath (Toquaht Nation), with Maa-nulth Treaty Settlement Lands neighbouring the area.

The OCP area is situated over the traditional territories of the Yuuʕuʔiʔath (Ucluelet First Nation), tukʷaaʔath (Toquaht Nation), and ʕaʔuukʷiʔath (Tla-o-qui-aht First Nation), and neighbours Yuuʕuʔiʔath Government and tukʷaaʔath (Toquaht Nation) Treaty Settlement Lands.

A key component of the OCP has been to ensure thoughtful engagement with Modern Treaty Nations and First Nations communities on the West Coast. Meetings have been held with staff from ʕaʔuukʷiʔath (Tla-o-qui-aht First Nation), Yuuʕuʔiʔath Government (Ucluelet First Nation), and tukʷaaʔath (Toquaht Nation) throughout the OCP process.

The OCP project team met with Modern Treaty Nations and First Nations on the following dates to discuss the Area “C” OCP, while maintaining email and phone conversations throughout the engagement process:

DATE	NATION	MEETING INFORMATION
February 18, 2025	tuk ^w aaʔath (Toquaht Nation)	Online
April 10, 2025	ʔaʔuuk ^w iʔath (Tla-o-qui-aht First Nation)	Online
May 2, 2025	Yuuluʔifʔath (Ucluelet First Nation)	Online
November 5, 2025	tuk ^w aaʔath (Toquaht Nation)	In-person
December 4, 2025	ʔaʔuuk ^w iʔath (Tla-o-qui-aht First Nation)	In-person
February 19, 2026	tuk ^w aaʔath (Toquaht Nation)	Online

COMMITTEES AND ORGANIZATIONS ENGAGEMENT

Throughout the process, ACRD committees and community organizations have been updated on the project and provided the opportunity to comment on engagement processes and Draft policy.

The OCP project team met on the following dates to discuss the Area “C” OCP with the following committees and organizations:

DATE	COMMUNITY GROUP/ORGANIZATION	MEETING INFORMATION
September 23, 2024	Island Health	OCP Update Introduction
January 28, 2025	Clayoquot Biosphere Trust	OCP Update Introduction, Phases, and What’s Next
February 6, 2025	Island Health	OCP Update Presentation and Discussion
February 19, 2025	Alberni-Clayoquot Health Network	OCP Update Introduction
April 8, 2025	Coastal Foods Roundtable	OCP Update and What’s Next Presentation and Discussion
September 17, 2025	Alberni-Clayoquot Health Network	Area C OCP Update Presentation and Discussion
September 17, 2025	Salmon Beach Committee	OCP Update Presentation
February 10, 2026	Accessibility Committee	OCPs and Accessibility
February 18, 2026	West Coast Committee	OCP Update
March 12, 2026	Salmon Beach Committee	Draft OCP and Update
March 18, 2026	Coastal Foods Roundtable	OCP Update Presentation and Discussion

HOW WE KEPT THE PUBLIC INFORMED

PROJECT WEBPAGE

A dedicated Let's Connect ACRD webpage for the Area "C" OCP was launched on September 16, 2024. The webpage provided community members with an overview of the OCP planning process and engagement event updates, with 63 project page subscribers as of April 14, 2026. This project webpage was updated throughout the OCP phases. This webpage received 3,100 total visits from September 16, 2024 to March 31, 2026. The project page can be viewed at: www.letsconnectacrd.ca/area-c-ocp.

EMAIL UPDATES

Let's Connect project page subscribers received engagement event updates to participate either online or in-person. In addition, emails were sent to organizations, neighbouring local governments, and community interest groups regarding any upcoming engagement events and project updates. Major project updates that they received included information on the Background Research Report, Draft Vision and Goals, and Draft Area "C" OCP.

SOCIAL MEDIA

The ACRD used social media posts to reach out to community members on the Area "C" OCP update project. Platforms that were used included Facebook, Instagram, and X (Twitter). Social media posts included the launch of the project, upcoming events and surveys, the public release of the Draft Plan and advertisements to subscribe to the Let's Connect project webpage.

COMMUNITY SANDWICH BOARDS

In our survey #2, the OCP project team learned that a majority of community members that responded heard about the project from the community sandwich boards. Sandwich boards were used throughout community locations which have included the Salmon Beach boat launch and gate entrance, Ittatsoo Bay entrance, Port Albion across from Lee Street, in and around Millstream, and in Ucluelet. These sandwich boards were used to inform community members when there were any upcoming engagement events, as well as survey deadlines.

NEWSPAPER & RADIO

The OCP project team informed community members about the project through newspaper and radio. Several advertisements were placed with the Westerly newspaper, as well as Tuff City radio. These advertisements included a project introduction, any upcoming engagement events and surveys, and the public release of the Draft OCP.

DIRECT MAIL-OUT

The introduction of the OCP Update project was the first direct mail-out that community members received, with a flyer that explained what an OCP is. Community members received flyers via direct mail-out on all engagement opportunities and surveys, including the launch of the Draft OCP.

'WHAT WE HEARD' IN PHASE 4

OPEN HOUSE AND WORKSHOP #2

In the early part of Phase 4, an open house and workshop was held on August 13, 2025 at the Ucluelet Community Centre and had 16 attendees (Page 9). During the open house portion, community members were asked questions related to key topics and invited to write their thoughts and comments on sticky notes on interactive display boards that were placed throughout the room. There were 20 responses collected on the interactive display boards. The workshop portion then began at 5:30 pm, where there was a roundtable discussion with Planning staff and community members covering topics related reconciliation, parks, environment, housing, economy, and transportation.

Comments included:

- the importance of environmental protection, including the preservation of wildlife corridors
- that maintaining the Millstream water system as crucial part of community wellbeing
- strong appreciation for active transportation infrastructure, such as walking and cycling paths
- that basement suites and bed and breakfasts are supported forms of short-term rental accommodation.



ENGAGEMENT SURVEY #2

During engagement activities, attendees were encouraged to complete an online survey hosted using the Let's Connect website, which was available from August 28 to September 15, 2025. Paper copies of the survey were available to complete in-person during the pop-up events and open house. The survey was also advertised on social media platforms and community sandwich boards. The survey had 36 submissions. Of those submissions that identified where they own property, 9 were from Millstream, 9 were from Salmon Beach, 4 were from Port Albion, and 1 was from Ittatsoo Bay.

The following is an overview of 'what we heard' from community members on the Engagement Survey #2. Where graphs and charts have been used, the information reflects the survey responses.

RECONCILIATION

During Phase 3 engagement, community members highlighted the importance of First Nations' culture and heritage, and felt it is important to reflect reconciliation in the OCP. Questions in Phase 4 therefore asked community members about reconciliation.

Survey Questions:

What does reconciliation mean to you?

How can the ACRD show a greater commitment to reconciliation in Area "C"?

How can the ACRD better support Indigenous-led initiatives in the community?

Survey respondents of Area "C" expressed the importance of reconciliation. They stated that meaningful acknowledgement and equitable representation on committees will improve decision making and strengthen relationships. Some of the survey responses to the questions include: "recognizing the different Nations within Area-C and their knowledge on the area, working together, respecting the environment", "ensure Local First Nations are included in all aspects of proposed changes in Area C!" and "strengthening relationships with First Nations."

PARKS & RECREATION

In Engagement Survey #1 and at the open house in Phase 3, community members answered questions on what they felt were the most important opportunities to consider for the OCP, what changes they would make to Area "C", and what is missing. We heard from community members about the importance of access to waterfront and public green spaces. Questions in Phase 4, build on these ideas further.

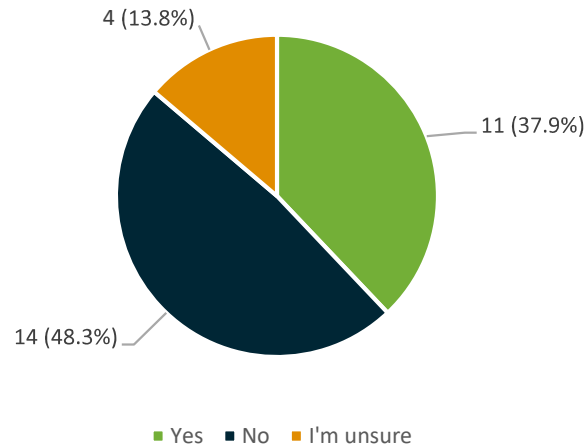
Survey Question:

Would you support increased taxation to fund the community parks service in Area "C"?

How can OCP policies support public water and beach access?

The largest portion (48.3%) of survey respondents indicated they would not support increased taxation for this purpose (Figure 1). They are concerned that this would cause increased pressure on their budgets. We heard from survey respondents that they feel strongly that access to the waterfront should be accessible for public use, however there are concerns with management and enforcement. Survey respondents stated the importance of the public access to have rules, such as food properly secured, no littering, fire bans, and having pets leashed. If additional funds were allocated to parks, community members would like to see more accessible trails and playgrounds. Millstream was highlighted as needing a playground and access to the waterfront that is maintained.

Figure 1. Survey respondents result when asked if they would support increased taxation to fund community parks service in Area "C".



COMMUNITY RESILIENCE AND ENVIRONMENT

During previous engagement, community members highlighted the importance of the environment and community resilience. In Phase 4, community members were asked more deeply about emergency management including questions about emergency preparedness and environmental concerns, including wildfire, drought, and wildlife habitats.

Survey Question:

How can your community prepare for emergencies, disasters, and weather-related hazards?

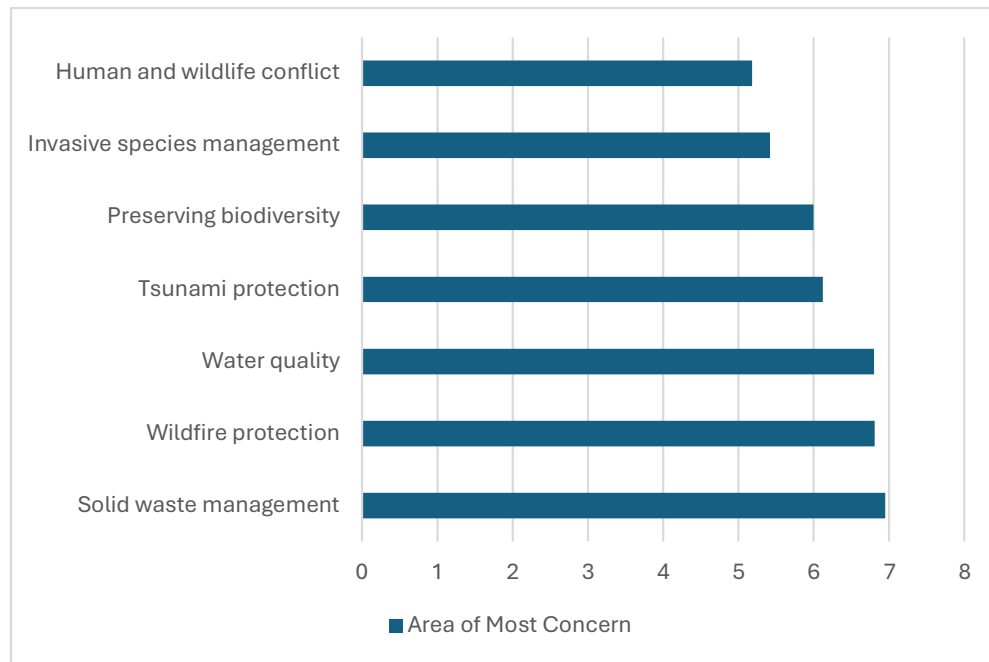
Survey respondents of Area "C" are aware of potential natural hazards and emergencies. When asked the above question, most survey respondents indicated that emergency preparedness is everyone's responsibility. However, there were suggestions around the need for increased education and partnerships with neighbouring communities.

Survey Question:

What environmental concerns are the most relevant to your community?

Solid waste management, wildfire protection, and water quality were ranked as the top three environmental concerns (Figure 2). In addition, survey respondents have concerns about the maintenance of existing infrastructure, as well as improving emergency services to mitigate potential environmental risks.

Figure 2. Survey respondents were asked to rank these environmental concerns in order of importance.



AGRICULTURE

During Phase 3 engagement with the Area “C” OCP Handbook community members voiced the importance of ensuring that there are opportunities to grow local food. During this same phase, on Engagement Survey #1 the majority of survey respondents answered yes to supporting limits on livestock and/or poultry based on lot size. Phase 4 looked at these ideas in greater detail.

Survey Question:

How can the ACRD support community food security?

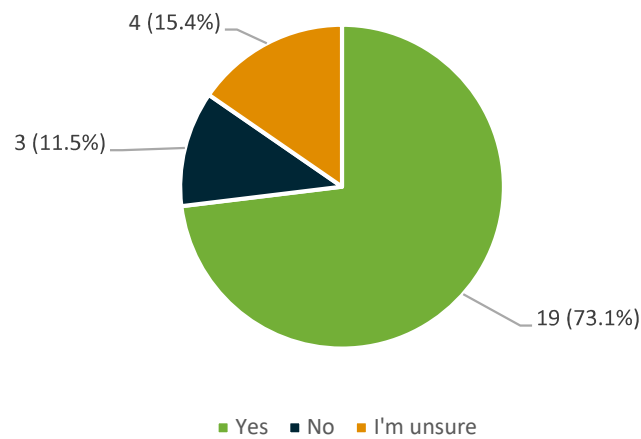
Survey respondents answered that there is a need for a community garden, one survey respondent answered with “*create a welcoming community garden for all residents*”.

Survey Question:

Should the keeping of animals for hobby farming be permitted in residential and rural areas? Please explain your answer.

19 (73.1%) of survey respondents answered yes to this question (Figure 3). However, survey respondents prefer small scale farming on rural lots over small residential properties and have concerns with noise, and animal conflicts.

Figure 3. Respondents' answers to the question "Should the keeping of animals for hobby farming be permitted in residential and rural areas?"



GROWTH MANAGEMENT

In the last phase of engagement, we heard from community members that they wanted the rural nature of their communities to be preserved.

Survey Question:

As the population of Area "C" increases, how can the rural nature of the community be preserved?

Survey respondents answered that they do not want significant growth, but do understand that the population will increase. It is preferred to allow accessory dwelling units (ADUs) on existing parcels where septic can support, over the building of new homes on subdivided parcels. Survey respondents believe new development should occur where services already exist.

HOUSING AFFORDABILITY

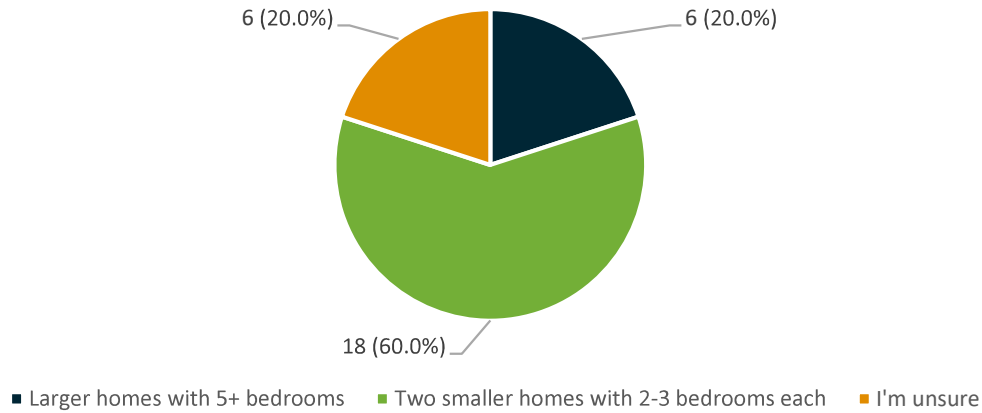
The *Local Government Act* requires that an OCP contain the location, amount, type, and density of residential development required to meet the community's anticipated 20-year housing need. The *2025 Electoral Area "C" (Long Beach) Housing Needs Report* provides the information that the Long Beach's total population grew by 30% between 2016 and 2021, and that by 2041 there may be about 1,005 residents living in Long Beach.

Survey Question:

In your neighbourhood, would you prefer to see larger homes with 5+ bedrooms or two smaller homes with 2-3 bedrooms each?

18 (60%) of survey respondents answered two smaller homes with 2-3 bedrooms each to this question (Figure 4).

Figure 4. Survey respondents answer to the question "In your neighbourhood, would you prefer to see larger homes with 5+ bedrooms or two smaller homes with 2-3 bedrooms each?".

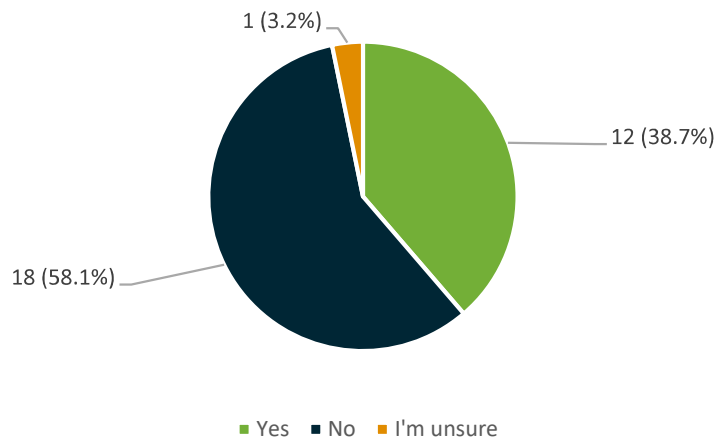


Survey Question:

Would you support long-term living on boats or in RVs in your community?

18 (58.1%) of survey respondents answered no to this question, while 12 (38.7%) answered yes (Figure 5). Survey respondents that answered no expressed that allowing people to reside in boats and RVs is not an acceptable solution to the housing crisis. Some of the survey respondents' answers that said no included: "some RVs are great and they are managed properly, but there is no building code to living in them and that can be a scary thing when people are living in unsafe conditions but there isn't much to be done about it" and "RVs are not built for long term occupation – they are flimsy in this climate and are prone to mold and damp, are poorly insulated, unsuitable for families long term". Some of the survey respondents' answers that said yes included: "property and house values have skyrocketed here; people need somewhere to live that they cannot afford. Boats and RVs can have a much smaller footprint and impact on the environment if properly managed" and "people should be able to live long term on boats or RVs".

Figure 5. Survey respondents answer to the question "would you support long-term living on boats or in RVs in your community?".



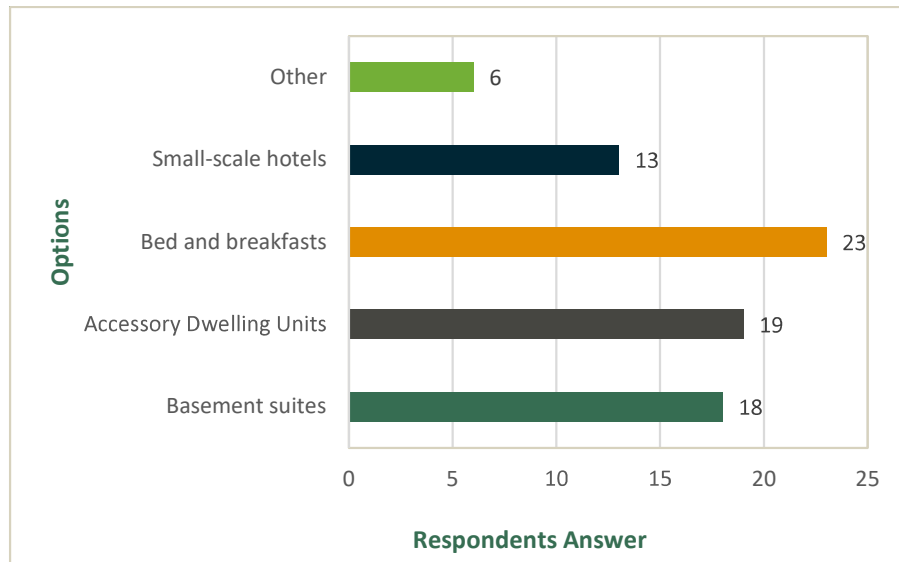
Survey Question:

Which types of STRs do you support in your community? (check all that apply)

What are some rules that STR operators should follow to be a good neighbour?

The top two short-term rentals (STRs) supported in the community by survey respondents were bed and breakfasts (refers to guest bedrooms being rented where the tenant and owner share the main living space) and ADUs. Survey respondents' results can be seen in Figure 6. Survey respondents have concerns about the impact of STRs on the availability of affordable and attainable housing. They feel that STR operators should be required to reside on the property, due to noise and waste control. They feel that too many homes are converted to STRs for visitors, which makes it difficult for locals to find suitable housing options. Some of the survey respondents' answers to the questions included: "live on the property and be present to monitor it", "noise restrictions, garbage collection, vehicle parking", and "must live on-site – no absentee STRs please. Let local homeowners have STRs to supplement their income. Don't allow corporations or absentee homeowners to buy up limited housing supply to operate STRs".

Figure 6. Survey respondents result when asked the question "which types of STRs do you support in your community?". They were asked to check all that apply.



EMPLOYMENT & ECONOMY

At the Phase 3 open house, community members were asked what types of home businesses should be expanded in Area "C". Attendees' responses were in support of small-scale businesses that are not noisy such as wellness (i.e. yoga, holistic treatments). Phase 4 questions sought to understand this in more detail.

Survey Question:

Given most of the land within the OCP in Area "C" is designated for residential and rural uses, how can the ACRD support the growth of businesses owned and staffed by residents?

Survey respondents of Area "C" value a strong local economy and want to support businesses that are locally owned and operated, and that are environmentally conscious. They would like to see greater flexibility in zoning where mixed uses are permitted. One survey respondent answered the question with

“allow more diversity on R2 zoned lots for owners to provide necessary revenue streams”, while another survey respondent answered “be flexible about business operation on rural properties, again as long as it does not cause a nuisance. Consider carving out more spaces for mixed/commercial use if there is ground swell for this”.

TRANSPORTATION

In previous engagement, we heard that transportation is important for Area “C” community members and that safety needs to be improved, and that there is a need for more bus routes. During Phase 4, the survey asked questions to understand how safety and transit coverage can be improved.

Survey Question:

How can the ACRD promote the safety and accessibility of active transportation networks in Area “C”?

Area “C” survey respondents answered that they have concerns with the safety of local roadways, and would like to see decreased speed limits, and an increase in maintenance of roads in the community. Some of the survey responses received included: “slower speed limit and fix roads” and “enforced speed limits, speed bumps, better road repairs”. They would like to see dedicated walking and cycling paths.

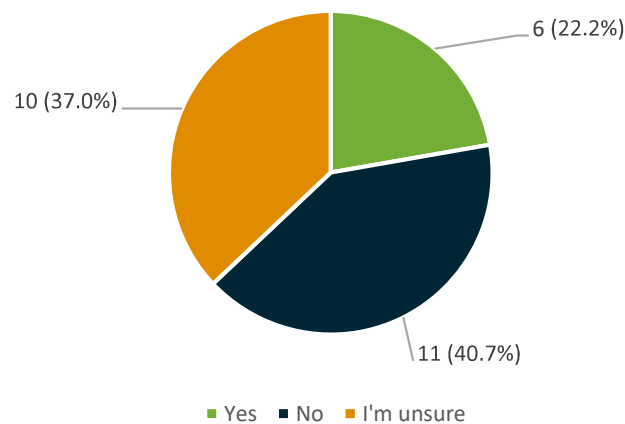
Survey Question:

Is transit coverage adequate in Area “C”? If no, please explain.

Where should active transportation networks in Area “C” be expanded to?

11 (40.7%) of survey respondents answered no (Figure 7). Survey respondents would like to see improved bus service to the more rural areas of Area “C”, like Ittatsoo Bay and Salmon Beach. Survey respondents’ answers to the question included: “Salmon Beach”, “Salmon Beach, Ittatsoo should have increased runs”, and “Ucluelet – Salmon Beach – Secret Beach”.

Figure 7. Survey respondents answer to the question “is transit coverage adequate in Area “C”?”



OPEN HOUSE #3

Based on the answers received during Phase 3 and early Phase 4 engagement, the Draft Area “C” OCP was crafted and reviewed by the Long Beach APC. The Draft was then brought to community on March 24, 2026 at the Ucluelet Community Centre, with 44 attendees (Page 19).

Community members learned about the Draft Area “C” OCP and shared feedback on the Draft Plan. Planning staff presented what an OCP is, how the vision statements were created, and gave a high-level overview of what was included in the Plan. There were 33 attendees at the presentation, with an opportunity to ask questions afterwards. Attendees then had an opportunity to view the display boards, OCP maps and have one-on-one conversations with Planning staff.

While reviewing the informative display boards, community members were invited to write their thoughts on six interactive display boards (Figure 9). Additionally, community was able to provide further comment on the Plan by writing directly onto the maps (Figure 8). Attendees indicated that the draft vision statements align well with their vision for the community. Many participants noted a strong desire to preserve the rural character of Area “C” and emphasized the importance of protecting natural areas such as wildlife corridors. Community members also expressed interest in increased advocacy for improved road safety and infrastructure. The OCP presentation, display boards, and maps were identified as helpful tools for understanding the Plan’s content and helped guide meaningful discussions between community members and staff.

Figure 9. Community Vision display board.

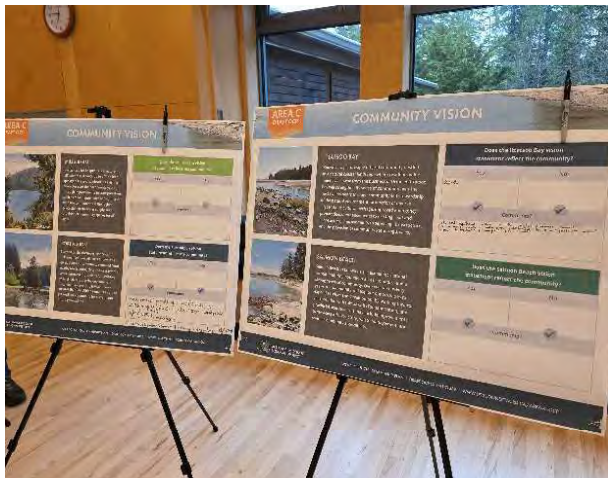


Figure 8. Land Use Designation and Maps review.



FEEDBACK QUESTIONNAIRE

In addition to the Open House, the Feedback Questionnaire was available online with the Draft OCP from March 13 to April 1, 2026. Community members had an opportunity to provide feedback on the Draft OCP through an online feedback questionnaire hosted on the Let's Connect project page.

There were 5 submissions for the feedback questionnaire, with submissions from community members that own property in Salmon Beach (2), Millstream (1), Ittatsoo Bay (1) and District of Ucluelet (1). Feedback from both the Open House and the Feedback Questionnaire was then integrated into the Draft Area C OCP.

Comments included:

- Desire for improved invasive species removal.
- Support for encouraging small-scale businesses, such as yoga studios or art spaces, within Millstream lots.
- Identification of the need for more affordable compost management options for food security.
- Support for Indigenous rights to traditional food harvesting.
- Support for smaller housing options to improve affordability.



COMMUNITY VISION

ITTATSOO BAY

Known as a picturesque off-grid community nestled in a natural coastal landscape where residents value quiet living away from the business of Ucluelet, Ittatsoo Bay will strengthen its sense of community over the next twenty years through community-led stewardship of the natural environment, protection of diverse First Nations cultural heritage, improved emergency preparedness, enhancements to existing road and shore access, improvements to servicing infrastructure, and the provision of community gathering spaces.

Does the Ittatsoo Bay vision statement reflect the community?

Yes	No
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Comments?	
The most significant concern is the impact of damage caused by a loss of power - road access, communication, fire & a significant water supply to residents & campers safety issues.	

SALMON BEACH

Salmon Beach is known as a seasonal recreational retreat featuring boundless access to nature and a strong sense of community. Over the next twenty years, the community will explore opportunities to expand services and development by working towards collaboration with tuk-aa'ath (Tsqwaht Nation) and provincial agencies. This may include improvements to servicing infrastructure, waste management, and overall community accessibility.

Does the Salmon Beach vision statement reflect the community?

Yes	No
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Comments?	

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

AREA "C" OFFICIAL COMMUNITY PLAN | DRAFT OCP OPEN HOUSE | WWW.LETSCONNECTACRD.CA/AREA

OCP REFERRALS

The Draft Area “C” OCP was sent for a first round of referrals on March 13, 2026. The referral process is a legislative requirement which includes sending the Draft Plan to First Nations, organizations, and agencies.

Referrals were sent to the following:

First Nations

- Ahousaht First Nations
- Hesquiaht First Nation
- Tla-o-qui-aht First Nation
- Toquaht Nation
- Yuułuʔiłʔatḥ Government

Agencies and Organizations:

- BC Parks
- BC Transit
- Canadian Coast Guard
- Clayoquot Biosphere Trust
- District of Tofino
- District of Ucluelet
- Fisheries and Oceans Canada
- Island Health
- Long Beach Airport
- Ministry of Agriculture and Food
- Ministry of Environment and Climate Change Strategy
- Ministry of Forests
- Ministry of Indigenous Relations and Reconciliation
- Ministry of Land, Water, and Resource Stewardship
- Ministry of Municipal Affairs
- Ministry of Public Safety and Solicitor General
- Ministry of Transportation and Transit
- Mosaic Forest Management
- Parks Canada
- Pacific Rim School District 70
- Redd Fish Restoration Society
- Transport Canada
- ACRD Community Services
 - Solid Waste
 - Lands and Resource
- ACRD Protective Services
- ACRD Regional Fire Services

NEXT STEPS

This report will be presented to the Board of Directors for their information on April 22, 2026.

The Draft Plan has been updated with revisions based on input received from referrals and community members from the open house and feedback questionnaire. It is anticipated that the revised draft will be presented to the Board of Directors for consideration of first reading of the bylaw in May 2026.

After the first reading of the bylaw, community members will be invited to a public hearing. This public hearing is a formal meeting held by the ACRD before the Area “C” Official Community Plan is adopted. This gives community members a voice to either support or state concerns to the OCP team before adoption. Community members can provide input prior to the public hearing with a written submission.

The public hearing date will be published on the project webpage: www.letsconnectacrd.ca/area-c-ocp. It is recommended to subscribe to the project page, as subscribers receive an email Let’s Connect notification. The public hearing will also be advertised with social media, radio, newspaper, a direct mail-out flyer, and sandwich boards in the community.



Alberni-Clayoquot Regional District

Board of Directors Meeting Schedule May 2026

DATE & TIME	MEETING	LOCATION	ATTENDEES
Tuesday, May 5 10:00 am	Alberni Valley & Bamfield Services Committee (Grant-in- Aid)	ACRD Boardroom/Zoom	Committee/Staff
Thursday, May 7 10:00 am	Alberni Valley Regional Airport Advisory Committee	ACRD Boardroom/Zoom	Committee/Staff
Tuesday, May 12 10:00 am	Accessibility Committee	ACRD Boardroom/Zoom	Committee/Staff
Wednesday, May 13 10:00 am	Committee-of-the-Whole (Regional Parks)	ACRD Boardroom/Zoom	Committee/Staff
1:30 pm	Board of Directors	ACRD Boardroom/Zoom	Committee/Staff
Wednesday, May 20 10:00am	West Coast Committee (Grant-in-Aid)	ACRD Boardroom/Zoom	Committee/Staff
Thursday, May 21 10:00am	Committee-of-the-Whole (Grant-in-Aid)	ACRD Boardroom/Zoom	Committee/Staff
Tuesday, May 26 6:00pm	Bamfield Area Services	Zoom	Committee/Staff
Wednesday, May 27 1:30pm	Board of Directors	Tofino – Location to be determined	Committee/Staff
Thursday, May 28 10:00am	Emergency Program Executive	ACRD Boardroom/Zoom	Committee/Staff

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
March, 2026

	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
BUILDING TYPE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							1	749,322					1	749,322
Accessory					1	17,596							1	17,596
Adds+Renos													0	0
Multi-Family													0	0
Manufactured													0	0
Agricultural													0	0
Commercial													0	0
Industrial													0	0
Institutional													0	0
Renewal													0	0
Demolition							1	1,000					1	1,000
Totals	0	0	0	0	1	17,596	2	750,322	0	0	0	0	3	767,918

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
2026 TO DATE

	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
BUILDING TYPE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	1	400,466	0	0	1	250,000	4	2,430,053	0	0	0	0	6	3,080,519
Accessory	1	150,000	0	0	1	17,596	1	61,433	0	0	0	0	3	229,029
Adds+Renos	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manufactured	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Agricultural	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	1	166,744	0	0	0	0	0	0	0	0	0	0	1	166,744
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Renewal	0	0	0	0	0	0	0	0	1	204,615	0	0	1	204,615
Demolition	0	0	0	0	0	0	1	1,000	0	0	0	0	1	1,000
Totals	3	717,210	0	0	2	267,596	6	2,492,486	1	204,615	0	0	12	3,681,907

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

	YEAR TO DATE		TOTAL YEAR	
2025	13	3,234,856	98	30,000,766
2024	32	5,770,215	119	30,520,584
2023	27	4,524,874	107	21,617,844
2022	31	6,302,796	127	27,309,617
2021	20	2,453,069	109	15,945,961
2020	25	2,688,874	121	16,119,274
2019	21	3,686,847	109	14,925,682
2018	19	2,266,356	104	12,305,797
2017	20	2,877,636	103	12,826,449
2016	18	2,160,013	82	10,545,063
2015	14	1,283,000	89	8,577,170



Monthly Agreement & Grant Delegation Report

The following agreements have been executed by the CAO and or GMs for the period of March 1, 2026, to March 31, 2026:

Parties	Agreement	Purpose	Term	Fees
Totem Tree Services	Rate Contract for Services	AV Firesmart Residential Yard Waste Curbside Pickup	Feb. 23, 2026 – Oct. 16, 2027	\$250/hour
KPMG	Contract – Amendment 001	West Coast Emergency Cultural Awareness	Jun. 11, 2025 – May 29, 2026	Term extension only
Imagination FX	Contract – Amendment 001	West Coast Emergency Cultural Awareness	Jun. 11, 2025 – May 29, 2026	Term extension only
Brink's Canada Limited	Rate Contract for Services	Transit Cash Collection	Mar. 13, 2026 – Mar. 31, 2029	Variable rates
K. Schuurman	AVRA – Lease	7476 Airport Road - personal hangar and aircraft use	Sep. 1, 2023 – Jun. 30, 2026	\$3,695.79/year + annual CPI increases.
Routeware Canada	Contract – Software	Sort-n-Go App	Mar. 1, 2026 – Mar. 1, 2027	\$881.26/year
Tall Tree Counselling and Consulting Services	Contract for Services	Staff Coaching	Mar. 16, 2026 – Mar. 15, 2028	\$9,900.00/year
Aurora Roofing Ltd	Contract – Amendment 001	CYAZ Roofing Procedure	Sept. 25, 2025 – Jun. 26, 2026	Term extension only

Grantor	Agreement	Purpose	Funding Term	Grant Amount
Union of BC Municipalities	Contribution Agreement	Emergency Support Services	March 4, 2026 – April 5, 2027	\$60,000
Airports Capital Assistance Program	Grant Denial	Airside Drainage Replacement	N/A	\$633,000