



Board of Directors Meeting  
Wednesday, June 10, 2026

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

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## Regular Agenda

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Watch the meeting live at: <https://www.acrd.bc.ca/events/10-6-2026/>

Register to participate via Zoom Webinar at:

[https://acrd-bc-ca.zoom.us/webinar/register/WN\\_pL3DM0E5QL2Ecm-UcXgDDA](https://acrd-bc-ca.zoom.us/webinar/register/WN_pL3DM0E5QL2Ecm-UcXgDDA)

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**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)*

3. **DECLARATIONS**

*(conflict of interest)*

4. **INVITED PRESENTATIONS**

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

a. **Kylie Pettifer, Community Project & Engagement Manager, ACRD, presenting the Area 'D' (Sproat Lake and Area) Official Community Plan**

6. **CONSENT AGENDA**

a. **Board of Directors Meeting – Wednesday, May 27, 2026**

9-15

b. **Beaufort APC Meeting – Thursday, February 19, 2026**

16-17

c.	<b>Beaufort APC Meeting – Tuesday, March 31, 2026</b>	<b>18-20</b>
d.	<b>Sproat Lake APC Meeting – Tuesday, April 7, 2026</b>	<b>21-24</b>
e.	<b>Agricultural Development Committee Meeting – Tuesday, April 21, 2026</b>	<b>25-30</b>
f.	<b>Sproat Lake APC Meeting – Monday, April 27, 2026</b>	<b>31-33</b>
g.	<b>Bamfield APC Meeting – Thursday, May 14, 2026</b>	<b>34-36</b>
h.	<b>Board Remuneration Committee Meeting – Tuesday, May 26, 2026</b>	<b>37-40</b>
i.	<b>Bamfield Area Services Committee Meeting – Tuesday, May 26, 2026</b>	<b>41-43</b>
j.	<b>Emergency Program Executive Meeting – Thursday, May 28, 2026</b>	<b>44-46</b>

*THAT the items a to j 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.	<b>CITY OF PORT ALBERNI</b> Letter from Mayor Minions regarding Agricultural Land Commission Referrals	<b>47</b>
b.	<b>LEGISLATIVE ASSEMBLY OF BRITISH COLUMBIA</b> Email regarding Provincial Budget 2027 Consultation	<b>48-49</b>
c.	<b>ELEVATE CONSULTING ON BEHALF OF MINISTRY OF PUBLIC SAFETY &amp; SOLICITOR GENERAL</b> Email and invitation to participate in BC Road Safety Strategy 2030 Engagement Session	<b>50-52</b>
d.	<b>OFFICE OF THE PREMIER</b> Email regarding FIFA World Cup 2026 – Local Government Resource	<b>53-56</b>
e.	<b>SPROAT LAKE PROPERTY OWNERS ASSOCIATION</b> Letter regarding feedback on the draft 2026 Sproat Lake Official Community Plan	<b>57-62</b>

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

**10. CORRESPONDENCE FOR ACTION**

**11. REQUEST FOR DECISION REPORTS**

a.	<b>REQUEST FOR DECISION</b> 2026 Grant-in-Aid Applications (ALL/WEIGHTED)	<b>63-126</b>
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*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 West Coast*

*Grant-in-Aid category, grants to the following organizations:*

*\$2,000 to the Surfrider Foundation*

*\$2,000 to the Clayoquot Biosphere Trust*

*\$2,000 to the Ucluelet Aquarium Society*

*\$2,000 to the Redd Fish Restoration Society*

*\$1,200 to the Pacific Rim Arts Society*

*\$1,000 to the Ucluelet and Area Historical Society.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Regional Grant-in-Aid category, grants to the following organizations:*

*\$1,500 to the Alberni District Fall Fair*

*\$6,000 to Westcoast Inland Search and Rescue*

*\$6,000 to the Alberni Valley Rescue Squad*

*\$2,500 to the Vancouver Island North Film Commission*

*\$3,500 to the Alberni Athletics Soccer Club*

*\$6,000 to the Alberni Valley Hospice Society.*

*THAT the Alberni-Clayoquot Regional District Board of Directors awards a \$5,000 grant-in-aid to Alberni Valley Makerspace, with \$2,700 from the 2026 Regional Grant-in-Aid category, and the remaining \$2,300 from the 2026 Beaver Creek Electoral Area Grant-in-aid category.*

*THAT the Alberni-Clayoquot Regional District Board of Directors awards \$5,800 to Tseshaht Lightning, from the 2026 Regional Grant-in-Aid category, contingent on obtaining Society status by September 30, 2026.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Alberni Valley and Bamfield Grant-in-Aid category, grants to the following organizations:*

*\$7,500 to the PA Picklers*

*\$7,800 to Alberni Valley Food Security Society*

*\$2,500 to the Westcoast Community Learning Hub*

*\$7,500 to the Port Alberni Backpack Program Society*

*\$1,500 to the Canadian Council of the Blind*

*\$30,000 to Port Alberni Victim Services*

*\$10,000 to the Westcoast Native Healthcare Society*

*\$2,500 to the Big Brothers Big Sisters of Central Vancouver Island*

*\$5,000 to the Port Alberni Black Sheep Rugby Union Football Club*

*\$6,500 to the Port Alberni Salmon Festival Society*

*\$700 to the Spirit Square Farmers Market Association*

*\$10,500 to the ADAPS Youth and Family Services*

*\$5,000 to the Port Alberni Marine Rescue Society*

*\$23,360 to the Alberni Valley Chamber of Commerce.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Bamfield Electoral Area Grant-in-aid category, a grant in the amount of \$10,000 to Bamfield Community Affairs.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Beaufort Electoral Area Grant-in-aid category, a grant in the amount of \$500 to the Alberni Valley Enhancement Society.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Long Beach Electoral Area Grant-in-aid category, a grant in the amount of \$2,000 to the Clayoquot Action Society.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Sproat Lake Electoral Area Grant-in-aid category, grants to the following organizations:  
\$20,000 to the Sproat Lake Community Hall Association for the Water Supply Well  
\$1,200 to the Youth Outrigger Canoe Race.*

*THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Cherry Creek Electoral Area Grant-in-aid category, a grant in the amount of \$22,000 to the Cherry Creek Community Recreation Commission.*

*THAT the Alberni-Clayoquot Regional District Board of Directors deny the late application received for a grant-in-aid for \$5,500 in 2026 to the Port Alberni Shelter Society.*

*THAT the Alberni-Clayoquot Regional District Board of Directors deny a grant-in-aid in 2026 for the following organizations:  
\$10,000 to West Coast Aquatic  
\$23,000 to the Sproat Lake Community Association for a Standby Generator  
\$48,051 to the Beaver Creek Community Club  
\$5,000 to BC Wildlife Federation*

**b. REQUEST FOR DECISION**

Bylaw F1174-1 — 2026-2030 Financial Plan Amendment — Bamfield Fire Protection — West Side Transport Vehicle Addition — Sproat Lake Fire Protection — Harold Bishop Hall Printer Addition & Truck #43 Replacement additional Pump and Roll Nozzle  
(ALL/WEIGHTED)

**127-134**

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

*That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

*That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

*That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

- c.       **REQUEST FOR DECISION**  
2026 UBCM AGM and Convention – Resolutions and Meeting Requests       **135-137**  
(ALL/UNWEIGHTED)

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to Minister Krieger, Ministry of Public Safety and Solicitor General, regarding increased funding for BC Victim Services at the 2026 UBCM AGM and Convention.*

- d.       **REQUEST FOR DECISION**  
Waste Composition Audits — Contract Award       **138-139**  
(ALL/WEIGHTED)

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Waste Composition Audits contract to Dillon Consulting Limited in the amount of \$76,500 excluding GST.*

- e.       **REQUEST FOR DECISION**  
Alberni Valley Regatta Association — Sproat Lake Noise Control Bylaw Exemption Request       **140-142**  
(ALL/UNWEIGHTED)

*THAT the Alberni-Clayoquot Regional District Board of Directors issue a noise exemption, as per Section 7 of the Sproat Lake Noise Control Bylaw No. R1024 for July 10, 11 and 12, 2026 from 9:00 am to 5:00 pm daily to the Alberni Valley Regatta Association.*

## **12.     PLANNING MATTERS**

### **12.1   ELECTORAL AREA DIRECTORS**

- a.       **REQUEST FOR DECISION**  
Sproat Lake and Area Official Community Plan Bylaw No. P1540, 2026       **143-155**  
— First Reading

Area “D” OCP text

Area “D” Official Community Plan (OCP) Bylaw P1540, Schedule A – OCP Text

Area “D” OCP maps

Area “D” OCP Bylaw P1540, Schedule ‘A’ — OCP Boundary

Area “D” OCP Bylaw P1540, Schedule ‘B’ — Land Use Designations

Area “D” OCP Bylaw P1540, Schedule ‘C’ — Development Permit Area I – Environmental Protection

Area “D” OCP Bylaw P1540, Schedule ‘D’ — Development Permit Area II – Natural Hazards

Area “D” OCP Bylaw P1540, Schedule ‘E’ — Development Permit Area III – Form and Character

Area “D” OCP Bylaw P1540, Schedule ‘F’ — Development Approval Information Area

Area “D” OCP Bylaw P1540, Schedules ‘G’ through ‘N’ – Riparian Areas, Sensitive Habitats, Natural Hazards, Sand and Gravel, Drinking Water Sources, Public Facilities, Wildfire Hazard, Road Network

*THAT Regional District of Alberni-Clayoquot Area “D” Official Community Plan Bylaw No. P1540, 2026, be read a first time.*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider Area “D” Official Community Plan Bylaw No. P1540, 2026 in conjunction with the ACRD 2026-2030 Financial Plan.*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider Area “D” Official Community Plan Bylaw No. P1540, 2026 in conjunction with the ACRD’s Solid Waste Management Plan Bylaw No. R1020.*

*THAT the public hearing for Bylaw P1540, 2026 be delegated to the Director for Electoral Area “D”, the Alternate Director, or the Chairperson of the Regional District.*

b. **RC22014, VAN DRIMMELEN, 15 SUTTON RD (LONG BEACH)**  
*Rezoning – Memorandum and Bylaw*

**156-163**

*THAT Bylaw P1495, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

- c. **DVD25011, FERSTER, 10716 TAYLOR ARM DR (SPROAT LAKE)** **164-171**  
*Development Variance – Report and Permit*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD25011 subject to neighbouring properties being notified as per the Local Government Act s.499.*

- d. **DVD26003, KONKIN, 19140 PACIFIC RIM HWY (SPROAT LAKE)** **172-184**  
*Development Variance – Report and Permit*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD26003 subject to neighbour notification as per Local Government Act s. 499.*

- e. **DVD26004, TEREPOCKI, 6381 SALAL RD (SPROAT LAKE)** **185-202**  
*Development Variance – Report and Permit*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD26004 subject to neighbour notification as per Local Government Act s. 499.*

- f. **DVD26002, GIRARD, 8925 FABER RD (SPROAT LAKE)** **203-211**  
*Development Variance – Memorandum and Permit*

*THAT the Alberni-Clayoquot Regional District Board of Directors issue Development Variance Permit DVD26002.*

### **13. REPORTS**

#### **13.1 STAFF REPORTS** (ALL/UNWEIGHTED)

- a. Sproat Lake and Area Official Community Plan Update — Phase 4: **212-240**  
 Engagement Summary Report
- b. Beaufort Official Community Plan Update — Engagement Plan **241-248**
- c. Semi-Annual Financial Reporting January 1 — April 30, 2026 **249-266**

*THAT the Board of Directors receives the Staff Reports a-c.*

#### **13.2 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. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA**

**The following resolutions passed at the in-camera portion of the May 27, 2026 Board of Directors meeting and are now reported out in open meeting:**

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Bamfield APC for a two-year term: John Mass, Kevin McAughtrie, James Willock, Glenn Ballman, Brian McKay, Tom Campbell, and Stella Wenstob.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Beaufort APC for a two-year term: George Haack, Lisa Aylard, and Graham Tate.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Long Beach APC for a two-year term: Carol Sedgwick, Julie Edwards, Scott MacDonald, Terry Graff, and Jill Maibach.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Sproat Lake APC for a two-year term: Roberta Jensen, Walter Konkin, Joann Bessler, and Mark Molander.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Beaver Creek APC for a two-year term: Christy Arsenault and Brad Jasken.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Cherry Creek APC for a two-year term: Lynn Krupek, Denis Francoeur, Lars Banke, Diana Banke, and Nadine White.*

**17. ADJOURN**

**(ALL/UNWEIGHTED)**

**Next Board of Directors Meeting: Wednesday, June 24, 2026 at 1:30pm  
Regional District Board Room & Zoom**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 27, 2026, AT 1:30 PM

Hybrid - Zoom/Best Western Tin-Wis 1119 Pacific Rim Hwy, Tofino, BC

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- DIRECTORS PRESENT:** John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations  
Debbie Haggard, Vice-Chairperson, Councillor, City of Port Alberni  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Susan Roth, Director, Electoral Area "E" (Beaver Creek)  
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)  
Dan Law, Alternate Director, Mayor, District of Tofino  
Cindy Solda, Alternate Director, Councillor, City of Port Alberni  
Marilyn McEwen, Mayor, District of Ucluelet  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government  
Levana Mastrangelo, Executive Legislator, Yuułuꞑiꞑath Government
- REGRETS:** Tom Stere, Councillor, District of Tofino  
Sharie Minions, Mayor, City of Port Alberni  
Kirsten Johnsen, Member of Council, Toquaht Nation
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer  
Alex Dyer, General Manager of Planning and Development  
Jenny Brunn, General Manager of Community Services  
Cynthia Dick, General Manager of Administrative Services  
Janice Hill, Executive Assistant  
Alima Khoja, Planner 1

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/27-5-2026/>

#### 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 Nuu-chah-nulth 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 the following late items:*

- 12.1.a TUP25016- Letter of Correspondence
- 14. a Letter of Correspondence re: 422 Burlo Island (Bamfield)

**CARRIED**

**3. DECLARATIONS**

Chair Jack declared a conflict of interest regarding agenda item 12.1.a. TUP25016.

**4. INVITED PRESENTATIONS**

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

Director Mastrangelo joined the meeting at 1:41 pm.

- a. **Tai Uhlmann, Sr. Project Manager, Synergy Foundation  
Christopher Cameron, Consulting Director, Qatalyst Research Group regarding  
the Workforce Development Plan to support economic transition, retrain  
workers, boost participation, and enable circular economy growth through  
targeted action and funding.**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors approves the delegation  
continuing their presentation.*

**CARRIED UNANIMOUSLY**

**6. CONSENT AGENDA**

- a. **Board of Directors Meeting – May 13, 2026**
- b. **Committee-of-the-Whole – May 13, 2026**
- c. **West Coast Committee Meeting – May 20, 2026**
- d. **Committee-of-the-Whole Meeting – May 21, 2026**

*The Motion was MOVED and SECONDED*

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

**CARRIED UNANIMOUSLY**

**7. ITEMS REMOVED FROM CONSENT AGENDA**

**8. PUBLIC INPUT PERIOD**

Doug Hedman, resident of the Beaver Creek Electoral Area provided input regarding agenda item 12.1.b Temporary Use Permit TUP26001, requesting that a public hearing be considered for this Temporary Use Permit application.

**9. CORRESPONDENCE FOR INFORMATION**

**10. CORRESPONDENCE FOR ACTION**

**11. REQUEST FOR DECISION REPORTS**

**a. REQUEST FOR DECISION**

BC Transit Annual Operating Agreement

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2026-27 Annual Operating Agreement between BC Transit and the Alberni-Clayoquot Regional District for the Alberni Valley Custom and West Coast Conventional Transit systems.*

Directors Law, Haggard, Solda, McEwen, Beckett, Cootes, Siga, Sparrow and Mastrangelo voted in favour of the motion.

Directors Cote, Boyko and Roth voted against the motion.

**CARRIED**

**b. REQUEST FOR DECISION**

2026 Union of BC Municipalities (UBCM) Annual General Meeting (AGM) and Convention Meeting Requests – Premier, Cabinet Ministers, & MACC Staff

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors include representatives from the District of Tofino, District of Ucluelet, and West Coast Indigenous leaders with an option to attend a meeting with Minister Ma, Ministry of Infrastructure or any other meetings; including Ministry of Health and Island Health, at the 2026 UBCM AGM and Convention regarding the Tofino General Hospital project.*

**CARRIED**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors request a meeting with Minister Boyle, Ministry of Housing and Municipal Affairs, regarding legislative reform to address challenges faced by Regional Districts and Electoral Area Directors in governance and current limitations.*

**CARRIED**

Director Law left the meeting at 2:36 pm.

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with Minister Parmar, Ministry of Forests; Minister Greene, Ministry of Emergency Management and Climate Readiness; Minister Anderson, Ministry of State for Local Governments and Rural Communities; and Minister Boyle, Ministry of Housing and Municipal Affairs regarding response to wildfires in the region at the 2026 UBCM AGM and Convention.*

**CARRIED**

The meeting recessed at 2:40 pm.

The meeting reconvened at 2:45 pm.

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with the Minister Farnworth, Ministry of Transportation and Transit regarding alternate routes at the 2026 UBCM AGM and Convention.*

**CARRIED**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with the Minister Neill, Ministry of Water, Land and Resource Stewardship regarding a provincial water plan, drought, Sproat Lake weirs, Great Central Lake dam and flood mapping at the 2026 UBCM AGM and Convention.*

**CARRIED**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with the Minister Boyle, Ministry of Housing and Municipal Affairs and other Ministries regarding legislative protection for elected officials to attend meetings when in local government at the 2026 UBCM AGM and Convention.*

**CARRIED**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with provincial Ministry, Agency, Commission and Corporation staff from BC Transit regarding Custom Transit Services and Ministry of Housing and Municipal Affairs regarding incorporation models at the 2026 UBCM AGM and Convention.*

**CARRIED**

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to meet with George Anderson, Parliamentary Secretary for Transit and senior staff, regarding interregional transit at the 2026 UBCM AGM and Convention.*

**CARRIED**

## **12. PLANNING MATTERS**

Chair Jack left the meeting at 3:02 pm.  
Vice-Chair Haggard assumed as Chair.

### **12.1 ELECTORAL AREA DIRECTORS**

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

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors issue Temporary Use Permit TUP25016.*

*The Motion was MOVED and SECONDED*

*THAT the motion be amended in **bold** as follows:*

*THAT the Alberni-Clayoquot Regional District Board of Directors issue Temporary Use Permit TUP25016 **for a term of 15-months.***

**CARRIED UNANIMOUSLY**

*The main motion as amended was*

**CARRIED UNANIMOUSLY**

Chair Jack rejoined the meeting at 3:24 pm and assumed as Chair.

- b. **TUP26001, HOERAUF, 9010 BRYSON ROAD (BEAUFORT)**  
Temporary Use Permit – Permit and Memorandum

*The Motion was MOVED and SECONDED*

*THAT the Alberni-Clayoquot Regional District Board of Directors defer this decision until a public hearing can be held and delegate the public hearing for Temporary Use Permit TUP26001 to the Director for Electoral Area 'B'- Beaufort, the Alternate Director, or the Chairperson of the Regional District.*

**CARRIED**

- c. **RF24015, BENNETT, 6088 COTTAM ROAD (CHERRY CREEK)**  
Rezoning – Bylaw and Memorandum

*The Motion was MOVED and SECONDED*

*THAT Bylaw P1524, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

**CARRIED UNANIMOUSLY**

### **13. REPORTS**

#### **13.1 STAFF REPORTS**

- a. Monthly Agreement and Grant Report — April 2026
- b. Meeting Schedule — June 2026
- c. Building Report — April 2026

*The Motion was MOVED and SECONDED*

*THAT the Board of Directors receives the Staff Reports a-c.*

**CARRIED UNANIMOUSLY**

#### **13.2 MEMBER REPORTS**

Director Haggard noted that HGTV Hometown Takeover is considering the City of Port Alberni in the running as a finalist and encouraged anyone available to please attend the Harbour Quay June 9, 2026, 8:00 am-11:00 am to show support.

Director Solda added that the Hometown Takeover would provide major economic benefits for the community, if chosen. Requests that those attending to walk to allow for accessibility parking.

Director Cote shared that the Abashiri 40<sup>th</sup> Anniversary will be held at the Harbour Quay on May 30, 2026. July 1<sup>st</sup> there will be a Canada Day celebration at Harbour Quay and Argyle Street will be closed. A water test was conducted with Sproat Lake Community Association for the water spring located at the end of Sproat Lake heading to the west coast with results showing very clean water.

*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)**

- a. **LETTER OF CORRESPONDENCE**  
422 Burlo Island (Bamfield)

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the verbal report.*

**CARRIED UNANIMOUSLY**

**15. QUESTION PERIOD**

**16. IN-CAMERA**

*The Motion was MOVED and SECONDED*

THAT the meeting be closed

- 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) (c) : labour relations or other employee relations;*

**CARRIED UNANIMOUSLY**

The meeting was closed to the public at 3:41 pm.

The meeting was re-opened to the public at 4:01 pm.

**17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

**18. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT this meeting be adjourned at 4:01 pm.*

**CARRIED UNANIMOUSLY**

Certified Correct:

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John Jack,  
Chairperson

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Cynthia Dick,  
General Manager of Administrative Services



# Alberni-Clayoquot Regional District

## MINUTES OF THE BEAUFORT ADVISORY PLANNING COMMISSION MEETING

HELD ON THURSDAY, FEBRUARY 19, 2026, 7:00 PM

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

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### MEMBERS

**PRESENT:** Les Toth (Chairperson)  
Graham Tate  
Lisa Aylard

**REGRETS:** Shane Eckenswiller  
Peter Dekens  
George Haack  
Douglas Hedman  
Claude Lessard  
Steve Mabley  
Steve King

**OTHERS PRESENT:** Fred Boyko, Director, Electoral Area “B” (Beaufort)

**STAFF PRESENT:** Alex Dyer, General Manager of Planning and Development  
Kylie Pettifer, Community Project and Engagement Manager  
Charlene Harrison, Planning Assistant

Note: Quorum was not achieved for this committee meeting; therefore, meeting was held for informational purposes.

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

<https://www.acrd.bc.ca/events/19-2-2026/>

### 1. **CALL TO ORDER**

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

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

### 2. **APPROVAL OF AGENDA**

### 3. **DECLARATIONS**

### 4. **MINUTES**

**5. CORRESPONDENCE**

**6. PLANNING REPORTS**

**a. Beaufort Official Community Plan (OCP) Update project introduction and visioning**

Planning staff presented what an Official Community Plan (OCP) is, a proposed engagement timeline, the Beaufort OCP graphics, and confirmed the OCP will be managed by ACRD staff, with no support from consultants. Planning staff presented questions for discussion which included:

- what is important to protect with this plan,
- what opportunities should the OCP look to support,
- what values should be at the heart of this OCP, and
- what does this plan need to address.

APC members discussed the following items:

- Potential Townhall dates.
- Support for updated OCP to be a concise document and for it to support farming and home occupation and home industry businesses, with an exception to heavy industrial businesses.
- Would like opportunity to provide input in the draft survey.
- Cursive font for the tagline graphic is hard to read.
- Themes for consideration in the OCP update, which includes rural lifestyle, the right to farm, and serenity of the environment.
- Areas of need in the community, such as agri-tourism and flexibility for farmers.
- Beaufort to look much the same presently over the Plan period, with no desire for bus service, animal bylaw or high-rise buildings.
- Support for a good neighbour practice in the development of the OCP update.

**7. LATE BUSINESS**

**8. ADJOURN**

Certified Correct:

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Les Toth,  
Chairperson

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Charlene Harrison,  
Planning Assistant



# Alberni-Clayoquot Regional District

## MINUTES OF THE BEAUFORT ADVISORY PLANNING COMMISSION MEETING HELD ON TUESDAY, MARCH 31 2026, 7:00 PM

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

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### MEMBERS

**PRESENT:** Les Toth (Chairperson)  
Graham Tate  
Lisa Aylard  
Shane Eckenswiler  
Peter Dekens  
George Haack  
Douglas Hedman  
Claude Lessard  
Steve Mabley

**OTHERS PRESENT:** Fred Boyko, Director, Electoral Area “B” (Beaufort)  
Star Hoerauf, applicant (TUP26001)

**STAFF PRESENT:** Alex Dyer, General Manager of Planning and Development  
Kylie Pettifer, Community Project and Engagement Manager  
Charlene Harrison, Planning Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/31-3-2026/>

### 1. **CALL TO ORDER**

The meeting was called to order at 7:11 pm.

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

The General Manager of Planning and 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**

5. **CORRESPONDENCE**

6. **PLANNING APPLICATIONS**

a. **TUP26001 – 9010 Bryson Rd (Hoerauf)**

The APC received an overview of the application, noting that the applicant is seeking to allow for agri-tourism accommodation. The applicant is proposing the addition of six rustic unserviced glamping sites, with three of the sites to be developed presently, if approval granted. The applicant did note that there is a sea can on the property for food storage.

APC members discussed the following items:

- concern for visitors entering onto neighbouring properties.

The applicant identified that signage will be installed on the property to outline trails available and that a portion of the property has fencing.

*The Motion was MOVED and SECONDED*

*THAT the Beaufort Advisory Planning Commission recommend 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.*

***CARRIED UNANIMOUSLY***

7. **PLANNING REPORTS**

a. **Beaufort Official Community Plan (OCP) Update Project**

Planning staff informed members that the third Beaufort OCP meeting will be held in late May and Planning staff will attend the upcoming June Beaufort Townhall. Planning staff presented information on the Beaufort OCP, which included a summary of what was heard from members at the prior meeting including the following principles:

- respect for neighbours,
- protecting the rural way of life,
- flexibility, and
- support for farming and local economy.

Planning staff explained that an OCP is a high-level vision for what the community wants and the difference between an OCP and the Zoning Bylaw.

APC members discussed the following items:

- Affordability for future generations and desire for the OCP to support generations to live on shared family land.
- Housing and an increase in density in a way that supports the rural nature of Beaufort.
- The importance of collaboration with governments, agencies, and organizations in the OCP update, including Ministry of Agriculture, Ministry of Transportation and Transit, Farmers Institute, Agriculture Advisory Committee and Agriculture Development Committee.

*L. Aylard joined the meeting at 8:21 pm.*

**8. LATE BUSINESS**

**9. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT the meeting be adjourned at 8:33 pm.*

***CARRIED UNANIMOUSLY***

Certified Correct:

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Les Toth,  
Chairperson

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Charlene Harrison,  
Planning Assistant



# Alberni-Clayoquot Regional District

## MINUTES OF THE SPROAT LAKE ADVISORY PLANNING COMMISSION MEETING HELD ON TUESDAY, APRIL 7, 2026, 7:00PM

Hybrid - Zoom/Sproat Lake Community Hall, 9346 Bomber Base Rd, Port Alberni, BC

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**MEMBERS** Roberta Jensen (Chairperson)

**PRESENT:** Joann Bessler  
Mark Marley  
Geo Monrufet  
Len Watts  
Roberta Jensen  
Walter Konkin

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

**OTHER PRESENT:** Penny Cote, Director, Electoral Area “D” (Sproat Lake)  
Rene Lacoursiere, Alternate Director, Electoral Area “D” (Sproat Lake)

**STAFF PRESENT:** Alex Dyer, General Manager of Planning and Development  
Kylie Pettifer, Community Project and Engagement Manager  
Serena Manhas, Planner 1  
Charlene Harrison, Planning Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/7-4-2026/>

### 1. **CALL TO ORDER**

The meeting was called to order at 7:05 pm.

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

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

### 2. **APPROVAL OF AGENDA**

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as circulated.*

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS**

**4. MINUTES**

**a. Sproat Lake Advisory Planning Commission Meeting held February 17, 2026**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Sproat Lake Advisory Planning Commission meeting held on February 17, 2026 be adopted.*

**CARRIED UNANIMOUSLY**

**b. Sproat Lake Advisory Planning Commission Meeting held March 26, 2026**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Sproat Lake Advisory Planning Commission meeting held on March 26, 2026 be adopted.*

**CARRIED UNANIMOUSLY**

**5. CORRESPONDENCE**

*P. Cote joined the meeting at 7:11 pm.*

**6. PLANNING REPORTS**

**a. Draft Sproat Lake and Area Official Community Plan and Maps Review**

Planning staff introduced the Draft Sproat Lake and Area (OCP) to APC members and explained that an OCP is a high-level document. Sections 1.0 through Section 5.0 of the Draft Sproat Lake and Area OCP were presented and explained to APC members with a discussion that followed.

*L. Watts joined the meeting at 7:33 pm.*

APC members discussed the following items:

- Recommendation to include a history/storytelling section in the Draft Plan, as this would highlight the historical sites.
- Recommendation to add the history/storytelling section after the Land Acknowledgement, with historical photos.
- 2005 Sproat Lake OCP, members would like to receive a copy to review.
- Mapping of OCP area reviewed, with recommendation to include a map insert with a zoomed in area of Taylor Arm Recreational lots.

### **Definitions Section**

- Recommendation to reword the Houseboat definition and include U-bottom boats.
- What “community” means to members.

### **Section 3.0 – Vision and Goals**

- Recommendation to reword float-homes in Section 3.2.1, to provide clarification of legal float-homes.
- Support for including kilometres of trails in the Vision Statement.
- Recommendation for Section 3.3.6 on the second bullet point to include the wording at the end: “and water supply”.
- Support for policies in Section 3.1.1.

### **Section 4.0 – Land Use Designations**

- Recommendation to remove references to ALC regulations.
- Rural Central Lake Designation permitted uses should include accessory dwelling units.
- Recommendation to define “Recreational Residential” as regulating RVs and seasonal trailers.

### **Section 5.0 – Core Policies**

#### **Parks, Trails and Open Space**

- Policy j recommendation to revise “explore” wording.
- Policy aa would like governance to bring Great Central Lake boat launch into a Regional Park.

#### **Environment**

- Recommendation to include light pollution in policy 5.3.3 section, and support for a nuisance bylaw.
- Section *Water Quality* policy I ii is a service, recommended to move this section. Recommendation to advocate to Province to continue this service, as it is important to community safety and environment.
- Objectives should reflect support for a watershed assessment.

#### **Emergency Management**

- Support for encouragement of removal of broom, as highly flammable and invasive.
- Support for advocating for emergency access routes, policy should be worded strongly for this.
- Recommendation for section to include drought, as area is subject to wildfires.

#### **Growth Management**

- Support for Civic and Industrial Use on the Lake, recommendation for language around collaboration for a location.

#### **Housing and Affordability**

- Support for low-cost housing on Sproat Lake, such as apartment buildings and mobile homes.
- Support for housing at Alberni Valley Airport; however, zoning does not allow for this.

- Suggestion to use reword parts of the Housing Needs Report Section, as targets are not feasible.
- Advocation for water line access for Sproat Lake and Area.
- Recommendation for a policy for designating short-term vacation rentals area.

Employment and Economy

- Support for home-based occupations and resource development.
- Recommendation for this Section to include recreational activities and advocate for access to Forest Service Roads to support recreational activities.

Agriculture and Food Security

- Support for food growing in rural and agriculture areas.
- Advocate for water line access, as irrigation is important to farmers.

Concerns for Sproat Lake and Area:

- Lake water quality,
- Floating islands,
- Road allowances,
- Future development of an airport on Great Central Lake,
- Disruption of fish habitats,
- Short-term rentals on lots not permitted,
- Bylaw enforcement required for non-permitted TUPs,
- Marine Patrol funding,
- Houseboat noise,
- Sustainable population capacity, and
- Drought and water conservation.

**7. LATE BUSINESS**

**8. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT the meeting be adjourned at 9:30 pm.*

**CARRIED UNANIMOUSLY**

Certified Correct:

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Roberta Jensen,  
Chairperson

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Charlene Harrison,  
Planning Assistant



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### MINUTES OF THE AGRICULTURAL DEVELOPMENT COMMITTEE MEETING

HELD ON TUESDAY, APRIL 21, 2026, 12:45PM

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

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#### MEMBERS

##### PRESENT:

Heather Shobe, Eden Tree Farm  
Ann Siddall, Alberni District Fall Fair Association  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Helen Zanette, SD70 Trustee  
Cecilia Addy, Port Alberni Port Authority  
Stephanie Stevens, Alternate Rep/Alberni Valley Food Security Society  
Joanne Priestland, Hupacasath Community Farm  
Tanya Shannon, Shannon Farms  
Lisa Aylard, Alberni Farmers' Institute, Stonehaven Farm  
Sarah Rymer, Spirit Square Farmers' Market  
Wayne Smith, Alberni Farmers' Institute  
Patty Palmer, 4H  
Erika Goldt, Clayoquot Biosphere Trust, Coastal Ag Roundtable, Eat West Coast  
**Ex-Officio Members**  
Russell Dyson, Agricultural Advisory Committee  
Penny Cote, Director, ACRD, Agricultural Advisory Committee

##### REGRETS:

Anna Lewis, Alberni Valley Food Security Society  
Erika Goldt, Eat West Coast  
Bob Collins, Arrowvale Farm  
Kirsten Nesbitt, SD Healthy Schools Manager  
Pat Deakin, City of Port Alberni  
Katie Miles, Coastal Roundtable Facilitator, Tofino Community Food Initiative  
Thom O'Dell, Ministry of Agriculture & Food – Regional Agrologist  
Kaley Ruel, Island Health Dietician  
Larry McMahon, Agricultural Advisory Committee  
Robert Haynes, Agricultural Advisory Committee  
Star Miklashek, Agricultural Advisory Committee  
Ray Dol, Agricultural Advisory Committee

##### STAFF PRESENT:

Amy Needham, Sustainability Planner  
Alex Dyer, General Manager of Planning & Development  
Heather Zenner, Manager of Administrative Services  
Brooke Eschuk, Planner 1

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/21-4-2026/>

**1. CALL TO ORDER**

The Manager of Administrative Services (MAS) called the meeting to order at 12:46 pm.

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

The MAS 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. ELECTION OF CHAIRPERSON & VICE CHAIRPERSON**

**ELECTION OF CHAIRPERSON FOR 2026**

The MAS conducted the election for Chairperson of the Agricultural Development Committee for 2026.

The MAS declared Joanne Priestland the position of Chairperson of the Agricultural Development Committee for 2026.

**ELECTION OF VICE-CHAIRPERSON FOR 2026**

The MAS conducted the election for Vice-Chairperson of the Agricultural Development Committee for 2026.

The MAS declared Helen Zanette to the position of Vice-Chairperson of the Agricultural Development Committee for 2026.

Chair Priestland took over as chairperson for the meeting.

**3. APPROVAL OF AGENDA**

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as amended to add the Alberni Valley Food Security Society update in agenda item 12.(i).*

**CARRIED UNANIMOUSLY**

**4. DECLARATIONS**

**5. INVITED PRESENTATIONS**

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

- a. **Brooke Eschuck, Planner 1, ACRD presenting the Sproat Lake and Area OCP Update**

**7. ADOPTION OF MINUTES**

- a. **Agricultural Development Committee Meeting – February 17, 2026**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Agricultural Development Committee meeting held on February 17, 2026 be adopted.*

**CARRIED UNANIMOUSLY**

**8. PUBLIC INPUT PERIOD**

**9. CORRESPONDENCE FOR INFORMATION**

- a. **CLEAN FARMS**  
Collection Events Information
- b. **BC AGRICULTURE COUNCIL**  
News Release: 2026 Provincial Budget Released
- c. **CAPITAL REGIONAL DISTRICT**  
CRD Invasive Plant Species List
- d. **BC MINISTRY OF AGRICULTURE AND FOOD**  
Knowledge and Technology Transfer Program Guide 2026-2027
- e. **CANADIAN FOOD INSPECTION AGENCY**  
Response to Livestock Traceability Regulations Questions
- f. **BC AGRICULTURAL CLIMATE ACTION RESEARCH NETWORK**  
2026 Spring Newsletter
- g. **YOUNG AGRARIANS**  
March 2026 Newsletter
- h. **AGRISERVICE BC**  
April Islands Edition Regional Newsletter
- i. **AGSAFE BC**  
Dirt on Ag Newsletter March 2026

*The Motion was MOVED and SECONDED*

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

**CARRIED UNANIMOUSLY**

**10. CORRESPONDENCE FOR ACTION**

## 11. REQUEST FOR DECISION REPORTS

- a. **Request for Decision regarding Food Security Emergency Plan and Agricultural Water Plan Implementation**

*The Motion was MOVED and SECONDED*

*THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors direct staff to implement the Alberni Valley Food Security Emergency Plan, West Coast Food Security Emergency Plan, Alberni Valley Agricultural Water Plan and Alberni Valley Livestock Emergency Plan as collaborative partnerships and grant opportunities arise.*

**CARRIED UNANIMOUSLY**

## 12. REPORTS

- a. Alberni-Clayoquot Regional District – A. Needham (included in agenda)

*The Motion was MOVED and SECONDED*

*THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors direct staff to bring forward agriculture budget at the November meeting.*

**CARRIED UNANIMOUSLY**

- b. Primary Agricultural Producers
- Eden Tree Farm, Heather Schobe – Farmstand open on Fridays from 10am – 1pm or by appointment (during spring time) @ 6220 Karen Place.
  - VI Grain, Wayne Smith – Concerned about the haying situation. There are surplus amounts of hay due to less cattle. Concerned that this may mean that hay fields may not get cut, and end up with invasive species.
  - Shannon Farms, Tanya Shannon – Will be hosting a Spring Market on Sunday May 3<sup>rd</sup> 10 – 1pm. Other farms join and host a market. Two culinary events coming up. Heifers & Hors D’Oeuvres - July 25<sup>th</sup> (tickets are online and available now) and Gather & Graze – August 8th. Working with Alberni Valley Tourism and VI Tourism. Cows are now out until October.
  - Stonehaven Farm, Lisa Aylard – Beef numbers are substantially down (in US as well). Lots of farmers are getting out of the business and young people are struggling to get in the market. Traceability rules are causing a problem. Great support from the community for locally grown product.
- c. School District # 70 – H. Zanette (included in agenda)
- d. Alberni Farmers’ Institute – W. Smith – Hold coffee meetings which provides an opportunity to meet with Farmers Institute. Next meeting is May 3<sup>rd</sup> 1 – 3pm at Collins Farm. Working on a major project and will provide more details at next meeting.

- e. Alberni District Fall Fair – A. Siddall (attached). Summer Market will be held on July 17<sup>th</sup> and applications are open on the Fall Fair Website. Open to Crafters and Producers.
- f. Alberni Valley Food Security Society – S. Stevens (late item posted to website).
- g. Hupacasath Community Farm – J. Priestland – Joanne will be attending the ADC meetings and runs the Hupacasath Community Farm. Started two years ago and it has been a regenerative project. In good shape this year and hoping to expand, and will be getting chickens soon. Welcomed folks to come by the farm for a visit.
- h. Eat West Coast – E. Goldt – Closure of North Island College west coast office has negative impacts on the community. Camosun College has expressed interest in running program on the west coast. Remote communities on west coast are struggling to get funding for generators to refrigerate food. Indicated that the cost of purchase of compost at the West Coast Landfill is too high and is currently higher than purchasing compost at the local Co-op store. Drought is an issue for food production and would like to explore rainwater collection programs for residential properties. Working with the District of Ucluelet and Ucluelet First Nation on policies regarding greenhouse infrastructure. ACRD staff advised that they are working on building bylaw updates, which will capture greenhouses and temporary structures.

*The Motion was MOVED and SECONDED*

*THAT the Agriculture Development Committee recommend to the ACRD Board of Directors to introduce greenhouse building permit exemptions for residential use in the ACRD building bylaw update and request that the Board encourage surrounding local governments and First Nations to introduce greenhouse building permit exemptions.*

**CARRIED UNANIMOUSLY**

- i. Spirit Square Farmers’ Market – S. Rymer (included in agenda). Young Agrarians were at the Market to educate the public. May 2<sup>nd</sup> plant/seedling sale with the young entrepreneurs from the Heartwood Learning Community. Star from Morning Star Wollen has gone through all of the hoops to be able to sell meat at the Farmers Markets. Required to have plug in freezers and will be looking for funding for more freezers.
- j. Port Alberni Port Authority, Dock + Food Processing Hub – C. Addy (included in agenda). Very busy at the Dock +, Nova Harvest getting ready to start high pressure processor. In May will be hosting an Open House, Minister Popham has been invited. Ice machine is going to be operating soon. Less interruptions and quality product.
- k. Coastal Foods Roundtable, Tofino Community Food Initiative – Erika on behalf of Katie Miles. Seedy Sunday on May 3<sup>rd</sup> – lots of vendors with free compost and free lunch. Also held Coastal Foods Roundtable recently and had Kwantlen Polytechnic University in attendance. Great turnout, including Amy Needham.
- l. 4-H – P. Radcliffe (included in agenda). Regional public speaking event was held on April 11<sup>th</sup>. Participants from Comox to Victoria. Excellent turnout and thanked Fall Fair and Five Acre Shaker for the space. Will advertise 4-H at the

Fall Fair and through schools. Registration will be open in the fall with program starting in January. Lisa hosted a 4H participant to share knowledge on her farm.

*The Motion was MOVED and SECONDED*

*THAT the Agricultural Development Committee receives the reports a-l.*

**CARRIED UNANIMOUSLY**

**13. OTHER BUSINESS (including Late Items)**

Kwantlen Polytechnic University is hosting workshops for their Bi-Regional Food System Project, four workshops in the Alberni Valley and four workshops on the west coast. Working their way across the island, and now in the ACRD. Amy Needham is working closely with Kwantlen as per the direction of the Board. May 7<sup>th</sup> and May 30<sup>th</sup> are the next set of workshops.

Sproat Lake Official Community Plan Open House is on May 4<sup>th</sup>.

Sproat Lake Community Association is holding a Water Fair soon (date not confirmed).

**14. QUESTION PERIOD**

**15. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT this meeting be adjourned at 2:47 pm.*

**CARRIED UNANIMOUSLY**

Certified Correct:

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Joanne Priestland,  
Chairperson

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Heather Zenner,  
Manager of Administrative Services



# Alberni-Clayoquot Regional District

## MINUTES OF THE SPROAT LAKE ADVISORY PLANNING COMMISSION MEETING HELD ON APRIL 27, 2026, 7:00 PM

Hybrid - Zoom/Sproat Lake Community Hall, 9346 Bomber Base Rd, Port Alberni, BC

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### MEMBERS

#### PRESENT:

Joann Bessler (Chairperson)  
Geo Monrufet  
Walter Konkin  
Sheri Gerigk

#### REGRETS:

Rene Lacoursiere, Alternate Director, Electoral Area "D" (Sproat Lake)  
Mark Molander  
Roberta Jensen  
Mark Marley  
Ken Watts, Chief Councilor, Tseshaht First Nations

**OTHERS PRESENT:** Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Albert Girard, Applicant (DVD26002)

**STAFF PRESENT:** Alex Dyer, General Manager of Planning and Development  
Kylie Pettifer, Community Project and Engagement Manager  
Charlene Harrison, Planning Assistant  
Brooke Eschuk, Planner 1

Note: Quorum was not achieved for this committee meeting; therefore, meeting was held for informational purposes.

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/27-4-2026/>

### 1. **CALL TO ORDER**

The meeting was called to order at 7:05 pm.

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

The Chairperson reported this meeting is being recorded.

### 2. **APPROVAL OF AGENDA**

### 3. **DECLARATIONS**

#### 4. **MINUTES**

#### 5. **CORRESPONDENCE**

#### 6. **PLANNING APPLICATIONS**

- a. DVD26002 – 8925 Faber Road (Girard)

The APC members received an overview of the application.

The following items were discussed:

- Development permit requirement to demolish current house.
- Setbacks and tree removal on property.
- Current and future septic field locations.

Four members in attendance reviewed the application and supported the proposal as presented.

#### 7. **PLANNING REPORTS**

- a. Draft Sproat Lake and Area Official Community Plan Review and History  
b. Draft Sproat Lake and Area Official Community Plan Maps Review

Planning staff provided an overview of implemented changes to the Draft Sproat Lake and Area OCP from the last APC meeting held on April 3, 2026.

Changes implemented includes:

- History Section has been added.
- Removal of flat bottom from houseboat definition.
- Section 5.6.3 *Marine-Oriented Housing* policy h wording updated.
- Section 5.3.3 policy i includes wording to limit amount of lighting.
- Section 5.4.3 policies h, i, and n includes wording to seek grant funding opportunities.

The APC members present discussed the following items:

- Shoreline stabilization is in the DPAs.
- Emergency route access, including Curt's Crib.
- Policy for former special placemaking, i.e. book libraries.
- Monitoring of short-term rentals and compliance.
- New construction of docks require development permits.
- Protection of water bodies.
- Retaining wall guidelines and improved site visits after development.

#### 8. **LATE BUSINESS**

9. **ADJOURN**

Certified Correct:

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Joann Bessler,  
Chairperson

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Charlene Harrison,  
Planning Assistant



# Alberni-Clayoquot Regional District

## MINUTES OF THE BAMFIELD ADVISORY PLANNING COMMISSION MEETING

HELD ON THURSDAY, MAY 14, 2026, 5:30 PM

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

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**MEMBERS** John Mass (Chair)

**PRESENT:** Kevin McAughtrie  
Glenn Ballman  
Brian McKay  
Stella Wenstob  
Tom Campbell  
James Willock  
Max Salmon  
J.P Haste  
Jane Morrison

**OTHERS PRESENT:** Bob Beckett, Area "A" Director  
Adrien Mullin, Applicant (TUP26002)  
Patrick Schmidt, Applicant (TUP26002)  
Deane Strongitharm, Applicant (TUP26002)  
Daniel Zayonc  
Nelson Ireland

**STAFF PRESENT:** Jaleen Rousseau, Planning Manager  
Alima Khoja, Planner 1

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/14-5-2026/>

### 1. **CALL TO ORDER**

The meeting was called to order at 5:31pm.

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

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

### 2. **APPROVAL OF AGENDA**

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as circulated.*

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS**

**4. MINUTES**

- a. **Bamfield Advisory Planning Commission Meeting held December 11, 2025**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Bamfield Advisory Planning Commission meeting held on December 11, 2025, be adopted.*

**CARRIED UNANIMOUSLY**

**5. CORRESPONDENCE**

**6. PLANNING APPLICATIONS**

- a. **TUP26002 – 448 Seaboard Road, 452 Seaboard Road & 200 Binnacle Road (HFN LANDS CORP)**

The APC members received an overview of the application, noting that it pertains to the same parcel as the previously reviewed and ongoing rezoning application (RA25003). It was noted that the applicant has applied for a Temporary Use Permit to expedite the process. Additional information regarding this file was also provided to the members as part of the overview.

The applicants were then given an opportunity to provide a presentation as a delegation. APC members discussed the following items:

- Additional water supplies
- Commercial Access Permit
- Easement through Hull Road along with future expansion plans
- Addressing for access via the Hull Road easement by MoTT remains outstanding.
- Caretaker residence
- Pedestrian Infrastructure
- Critical parking situation
- Setback from the present natural boundary and septic field location
- Fire flows and water modal analysis
- Environmental impact assessment
- Duration of Temporary Use Permit

*The Motion was MOVED and SECONDED*

*THAT the Bamfield Advisory Planning Commission supports the application as proposed and recommends that the temporary use permit be extended to align more appropriately with the rezoning application timelines that are expected.*

**CARRIED**

**7. LATE BUSINESS**

**8. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT the meeting be adjourned at 6:51 pm.*

**CARRIED UNANIMOUSLY**

Certified Correct:

---

John Mass  
Chairperson

---

Alima Khoja  
Planner 1



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### MINUTES OF THE BOARD REMUNERATION COMMITTEE MEETING

HELD ON TUESDAY, MAY 26, 2026, 10:00 AM

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

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

**REGRETS:**

**STAFF PRESENT:** Cynthia Dick, General 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/26-5-2026/>

**1. CALL TO ORDER**

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

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

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

**2. APPROVAL OF AGENDA**

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as circulated.*

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS**

**4. INVITED PRESENTATIONS**

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

**6. ADOPTION OF MINUTES**

a. **Board Remuneration Committee Meeting – Wednesday, April 29, 2026**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Board Remuneration Committee meeting held on Wednesday, April 29, 2026 be adopted.*

**CARRIED UNANIMOUSLY**

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 — 3<sup>rd</sup> Meeting

*The Motion was MOVED and SECONDED*

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors include Emergency Operations Centre or Other Emergency meetings in the additional meeting remuneration for Directors in Bylaw No. A1090 and that a policy or procedure be developed to administer Emergency meetings remuneration.*

**CARRIED UNANIMOUSLY**

*The Motion was MOVED and SECONDED*

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend ACRD Bylaw No. A1090 to include Health and Benefits coverage for Directors with the option to purchase family coverage at the Directors own expense*

**CARRIED UNANIMOUSLY**

*The Motion was MOVED and SECONDED*

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors include eligibility for LGMA training to be provided for Alternate Directors in Bylaw No. A1090*

**CARRIED UNANIMOUSLY**

The Motion was MOVED and SECONDED

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors increase the per diem amounts in Bylaw No. A1090 by \$5.00 for regular rates and \$10.00 for Vancouver, Victoria, Whistler or Kelowna meal allowances.*

**CARRIED UNANIMOUSLY**

The Motion was MOVED and SECONDED

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend Bylaw No. A1090 for the Directors remuneration to increase Committee meetings or Public Hearings of up to 3 hours in length to \$100 and Committee meetings or Public Hearings between 3 and 5 hours in length to \$150 as of November 1, 2026.*

**CARRIED UNANIMOUSLY**

The Motion was MOVED and SECONDED

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend Bylaw No. A1090 for the Directors remuneration to increase the annual cost of living adjustment to 2.5% per year over four years.*

**CARRIED UNANIMOUSLY**

The Motion was MOVED and SECONDED

*THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors include Board Member Recognition expenses into Bylaw No. A1090 based on the following amounts: \$50 for one term on the Board, \$20 per year of service for two terms on the Board, \$30 per year of service for three terms on the Board and \$50 per year of service for four or more terms on the Board; up to a maximum amount of \$1000.*

**CARRIED UNANIMOUSLY**

The Motion was MOVED and SECONDED

*THAT the Board Remuneration Committee receives this report.*

**CARRIED UNANIMOUSLY**

**12. OTHER BUSINESS (including Late Items)**

**13. QUESTION PERIOD**

**14. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT this meeting be adjourned at 11:12 am.*

**CARRIED UNANIMOUSLY**

Certified Correct:

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John McNabb,  
Chairperson

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Cynthia Dick,  
General Manager of Administrative Services



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### MINUTES OF THE BAMFIELD AREA SERVICES COMMITTEE MEETING

HELD ON TUESDAY, MAY 26, 2026, 6:00 PM

Zoom, 3008 Fifth Avenue, Port Alberni, BC

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#### MEMBERS

##### PRESENT:

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

##### REGRETS:

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

##### STAFF PRESENT:

Jenny Brunn, General Manager of Community Services  
Eddie Kunderman, Operations Manager  
Lyndsey Page, Community Services Coordinator

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

<https://www.acrd.bc.ca/events/26-5-2026/>

#### 1. CALL TO ORDER

The Chairperson called the meeting to order at 6:02 pm.

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

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

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

#### 2. APPROVAL OF AGENDA

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as circulated.*

**CARRIED UNANIMOUSLY**

#### 3. DECLARATIONS

4. **INVITED PRESENTATIONS**

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

6. **ADOPTION OF MINUTES**

- a. Bamfield Area Services Committee – February 24, 2026

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Bamfield Area Services Committee meeting held on February 24, 2026 be adopted.*

**CARRIED UNANIMOUSLY**

7. **PUBLIC INPUT PERIOD**

8. **CORRESPONDENCE FOR INFORMATION**

9. **CORRESPONDENCE FOR ACTION**

10. **REQUEST FOR DECISION REPORTS**

11. **REPORTS**

11.1 **STAFF REPORTS**

- a. Bamfield Water System 2025 Annual Report

*The Motion was MOVED and SECONDED*

*THAT the Bamfield Area Services Committee request that Alberni-Clayoquot Regional District staff attend and present on the Bamfield Water System 2025 Annual Report at the June 15, 2026 Bamfield Community Affairs meeting.*

**CARRIED UNANIMOUSLY**

*The Motion was MOVED and SECONDED*

*THAT the Bamfield Area Services Committee receives this report.*

**CARRIED UNANIMOUSLY**

12. **OTHER BUSINESS (including Late Items)**

13. **QUESTION PERIOD**

**14. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT this meeting be adjourned at 6:31 pm.*

***CARRIED UNANIMOUSLY***

Certified Correct:

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Bob Beckett,  
Chairperson

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Lyndsey Page,  
Community Services Coordinator



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### MINUTES OF THE EMERGENCY PROGRAM EXECUTIVE COMMITTEE MEETING HELD ON THURSDAY, MAY 28, 2026 10:00 AM

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

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**MEMBERS PRESENT:** Mike Sparrow, Chairperson, Director, Electoral Area "F" (Cherry Creek)  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Cindy Solda, Councilor, City of Port Alberni  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Sharie Minions, Mayor, City of Port Alberni  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Susan Roth, Director, Electoral Area "E" (Beaver Creek)  
Daniel Sailland, Chief Administrative Officer  
Scott Smith, Director of Development Services, Deputy Chief Administrative Officer

**STAFF PRESENT:** Karen Freethy, Protective Service Manager  
Kaitlin Murphy, FireSmart Coordinator  
Cynthia Dick, General Manager of Administrative Services  
Kristin Kerr-Donohue, Administrative Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/28-5-2026/>

#### **1. CALL TO ORDER**

The General Manager of Administrative Services (GMAS) called the meeting to order at 10:04 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.

#### **2. ELECTION OF CHAIRPERSON & VICE CHAIRPERSON**

**ELECTION OF CHAIRPERSON FOR 2026**

The GMAS conducted the election for Chairperson of the Emergency Executive Committee for 2026

The GMAS declared Mike Sparrow to the position of Chairperson for the Emergency Executive for 2026.

**ELECTION OF VICE-CHAIRPERSON FOR 2026**

The GMAS conducted the election of Vice-Chairperson of the Emergency Executive Committee for 2026.

The GMAS declared Bob Beckett to the position of Vice-Chairperson for the Emergency Executive Committee for 2026.

Mike Sparrow assumed the Chair.

**3. APPROVAL OF AGENDA**

*The Motion was MOVED and SECONDED*

*THAT the agenda be approved as circulated.*

**CARRIED UNANIMOUSLY**

**4. DECLARATIONS**

**5. INVITED PRESENTATIONS**

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

**7. ADOPTION OF MINUTES**

**a. Emergency Program Executive Committee – November 5, 2025**

*The Motion was MOVED and SECONDED*

*THAT the minutes of the Emergency Program Executive Committee meeting held on November 5, 2025 be adopted.*

**CARRIED UNANIMOUSLY**

**8. PUBLIC INPUT PERIOD**

**9. CORRESPONDENCE FOR INFORMATION**

**10. CORRESPONDENCE FOR ACTION**

**11. REQUEST FOR DECISION REPORTS**

**12. REPORTS**

**12.1 STAFF REPORTS**

- a. FireSmart Presentation (Verbal) – Kaitlin Murphy

S. Roth joined at 10:14 AM

F. Boyko left at 11:08 AM

- b. West Coast Emergency Cultural Awareness and Safety Plan (Verbal)  
– Karen Freethy

*The Motion was MOVED and SECONDED*

*THAT the Emergency Program Executive Committee receives the reports a-b.*

**CARRIED UNANIMOUSLY**

**13. OTHER BUSINESS (including Late Items)**

**14. QUESTION PERIOD**

**15. ADJOURN**

*The Motion was MOVED and SECONDED*

*THAT this meeting be adjourned at 11:52 am.*

**CARRIED UNANIMOUSLY**

Certified Correct:

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Mike Sparrow,  
Chairperson

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Kristin Kerr-Donohue,  
Administrative Assistant



Our File No. 0400-60-ACRD

May 21, 2026

Board of Directors  
Alberni-Clayoquot Regional District  
3008 5th Avenue  
Port Alberni, BC V9Y 2E3  
By email: [jjack@acrd.bc.ca](mailto:jjack@acrd.bc.ca)

Attn: Board of Directors

**Re: Agricultural Land Commission Referrals to the Agricultural Advisory Committee**

Dear Chair and Members of the Board,

Thank you for your April 24, 2026 letter requesting Council direct administration to refer all Agricultural Land Commission applications within city limits through the Agricultural Advisory Committee for input.

We write to advise that at its Regular meeting of May 11, 2026, Council resolved as follows:

*MOVED AND SECONDED, THAT Council direct administration to refer Agricultural Land Commission applications within the City of Port Alberni to the Alberni-Clayoquot Regional District Agricultural Advisory Committee for comment, where applicable, prior to final Council consideration.*

**CARRIED | Res. No. 26-138**

We appreciate the Alberni-Clayoquot Regional District's continued collaboration on matters related to agricultural land protection and look forward to ongoing dialogue.

Yours truly  
CITY OF PORT ALBERNI

A handwritten signature in black ink, appearing to read "Sharie Minions".

Sharie Minions  
Mayor

c: D.Sailland, CAO, ACRD  
A. McGifford, CAO  
S. Darling, Director of Corporate Services  
R. Macauley, Director of Finance

## Jessica Spratt

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**From:** Jessica Spratt on behalf of ACRD Administration  
**Sent:** June 1, 2026 12:46 PM  
**To:** ACRD Administration  
**Subject:** FW: Provincial Budget 2027 Consultation

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**From:** [noreply@committees.leg.bc.ca](mailto:noreply@committees.leg.bc.ca) <[noreply@committees.leg.bc.ca](mailto:noreply@committees.leg.bc.ca)>  
**Sent:** June 1, 2026 9:35 AM  
**To:** ACRD Administration <[administration@acrd.bc.ca](mailto:administration@acrd.bc.ca)>  
**Subject:** Provincial Budget 2027 Consultation

**[CAUTION]** This email originated from outside of the ACRD

Good morning,

On behalf of the Legislative Assembly of British Columbia's Select Standing Committee on Finance and Government Services, we are writing to share that the Committee's **Budget 2027 consultation** is now accepting written submissions.

As the Committee hopes to hear from British Columbians in all areas of the province, **the Committee kindly requests Regional Districts share information about the consultation** with area representatives and the public in their region through community bulletin boards, newsletters or social media platforms if the opportunity allows.

[Promotional materials](#) and a [news release](#) are available to download on the Finance Committee's [website](#) and we would be pleased to send you materials in different formats if desired.

You can also share this link for the Consultation Portal: [//la-bc.ca/consultations](https://la-bc.ca/consultations)

### How to Participate

British Columbians can participate by providing written input using the submission form on the [Parliamentary Committees Consultation Portal](#) by **2:00 p.m. (Pacific) on Friday, June 19**.

Please note: The opportunity to register to make a presentation at public hearings has now closed. The Committee is currently accepting **written input only**. Those who are scheduled to present to the Committee in 2026 are **not eligible** to also provide a written submission.

### About the Consultation

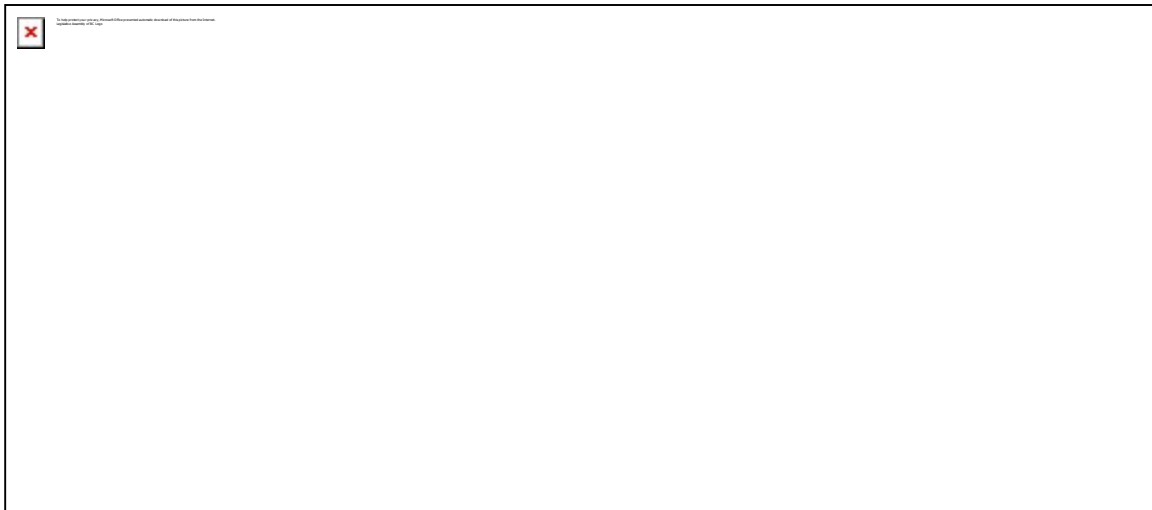
The Committee includes MLAs from both the government and opposition. Each year, the Committee asks the public for input on the upcoming provincial budget and then publishes a report with recommendations based on the input received.

For more information on the province’s fiscal forecast and key budget issues, read the [Budget 2027 Consultation Paper](#) from the Minister of Finance, which is referred to the Committee each year before the consultation.

If you have any questions about the Budget 2027 consultation, the Committee’s work, or the information in this email, please contact us by email at [FinanceCommittee@leg.bc.ca](mailto:FinanceCommittee@leg.bc.ca) or phone at 250-356-2933 or 1-877-428-8337 (toll-free in BC).

Kind regards,

Parliamentary Committees Office  
Legislative Assembly of British Columbia



**Parliamentary Com  
Office**  
Parliament Buildings  
224  
Victoria, BC  
**Phone** 250-356-2933  
(Collect)  
**Toll-Free** 1-877-428-  
**Email** clerkcomm@l

## Jessica Spratt

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**From:** Jessica Spratt on behalf of ACRD Administration  
**Sent:** June 3, 2026 10:02 AM  
**To:** ACRD Administration  
**Subject:** FW: Invitation to Participate: BC Road Safety Strategy 2030 Engagement Session

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**From:** Elevate Consulting (Admin) <[admin@elevateconsulting.ca](mailto:admin@elevateconsulting.ca)>  
**Sent:** June 2, 2026 5:06 PM  
**To:** Elevate Consulting (Admin) <[admin@elevateconsulting.ca](mailto:admin@elevateconsulting.ca)>  
**Subject:** Invitation to Participate: BC Road Safety Strategy 2030 Engagement Session

**[CAUTION]** This email originated from outside of the ACRD

Good Afternoon,

The Province of British Columbia is developing the BC Road Safety Strategy 2030 (BCRSS 2030) to guide road safety work across the province from 2026–2030 and support progress toward Vision Zero, the long-term goal of realizing zero fatalities and serious injuries on BC roads. As part of this work, engagement is being undertaken to gather feedback on the draft Framework and first Rolling Action Plan from partners, communities, and organizations whose perspectives can help inform the future direction of this work.

To support this engagement process, the Province has engaged Elevate Consulting to assist with coordinating discussions, facilitating engagement sessions, and collating participant feedback.

Attached, please find an invitation from Toby Louie, Superintendent of Motor Vehicles, which provides additional information on the engagement and participation options.

**Session Details:**

Date: June 18, 2026

Time: 1:00pm – 2:00pm

To confirm your participation, and receive the link for the virtual engagement session, please RSVP by clicking the link below **by June 16, 2026**

- [RSVP Form](#)

If additional participants from your organization will be attending, please indicate in the RSVP link above.

Ahead of the sessions, a participant package will be sent as a pre-read to provide background on the draft Strategy, explain how the work is structured, and outline the discussion topics that will help guide engagement.

As local governments play a critical role in improving road safety across British Columbia, these sessions are intended to provide an opportunity to hear directly from communities about the challenges, priorities, and opportunities they are seeing on the ground. We recognize that many participants will be

reviewing the draft BCRSS 2030 Framework and Rolling Action Plan for the first time, and we welcome your perspectives to help inform and strengthen the final Strategy. This engagement represents the beginning of an ongoing conversation, with additional opportunities for input and collaboration throughout the life of BCRSS 2030.

If the time provided does not work for you or you would prefer to provide written feedback in place of attending a session, please contact us at [admin@elevateconsulting.ca](mailto:admin@elevateconsulting.ca).

Thank you for your time, participation, and support in helping inform the future of road safety in British Columbia.

## TAMARA OLSON

Management Consultant

*SHE.HER.HERS*

VICTORIA BC | C 236.464.4021

[elevateconsulting.ca](http://elevateconsulting.ca)



**ELEVATE**  
CONSULTING

I respectfully acknowledge the Lekwungen speaking People, the Songhees and Kosapsum Nations, whose Traditional Territories I work, and grateful for their stewardship of the lands.

### Confidentiality:

This email is intended only for the addressee(s) named above. The information contained in this email, including any attachment(s), are intended only for the personal and confidential use of the designated addressee(s). Unless otherwise stated, this message must be considered privileged and confidential. If the reader of this message is not an intended recipient or an agent responsible for delivering it to an intended recipient, you are hereby notified that you have received this email in error, and that any review, retention, dissemination, distribution, or copying of this information is prohibited. If you have received this communication in error, please notify the sender immediately by reply email or by telephone and permanently delete this email message and any accompanying attachment(s). Thank you.

Dear partners,

On behalf of the BC Road Safety Strategy Steering Committee, I invite you to participate in engagement about the upcoming refresh of the BC Road Safety Strategy.

In 2021 the Steering Committee published the [BC Road Safety Strategy 2025: A Collaborative Framework for Road Safety](#), which brought partners together to develop a collaborative, whole-of-government approach to road safety. Now we are refreshing that work with a new strategy, which will build on the BCRSS 2025.

The new Strategy is being developed by RoadSafetyBC, the Ministry of Transportation and Transit, the Ministry of Health and the Insurance Corporation of British Columbia. It will consist of a high level framework and rolling action plans, with the framework and the first action plan set to be published this fall.

Motor vehicle crashes are one of the leading causes of injury and death in British Columbia. The BCRSS Steering Committee recognizes the significant role municipalities play in road safety, and the importance of working together to reduce fatalities and serious injuries on our roads, as a step toward our ultimate goal of Vision Zero. As part of developing the 2030 Strategy and its action plans, we wish to better understand local governments' perspectives and their challenges – shared and unique – around road safety.

The BCRSS engagement sessions are a chance to review and give feedback on the general structure and draft priorities of the BCRSS 2030, along with its first rolling action plan. We want to understand how well the draft Strategy's contents reflect your road safety concerns, and where there may be opportunities for refinement.

Following the engagement, participants will also receive a high-level summary of the feedback that was heard through the conversation.

We also anticipate future opportunities for engagement, as we develop the second rolling action plan for the BCRSS 2030, and when the next road safety strategy is developed.

If you are unable to participate in one of these virtual sessions, written feedback may also be provided by August 31, 2026. If you are interested in providing written feedback, please let us know and we will share additional information to support your submission.

Sincerely,



Toby Louie  
Superintendent of Motor Vehicles  
Ministry of Public Safety and Solicitor General

## Jessica Spratt

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**From:** IGRS Local Government Relations Unit IGRS:EX <IGRS.LGRU@gov.bc.ca>  
**Sent:** June 2, 2026 4:05 PM  
**To:** IGRS Local Government Relations Unit IGRS:EX  
**Subject:** FIFA World Cup 2026 - Local Government Resource  
**Attachments:** IGRS Local Government Communique.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**[CAUTION]** This email originated from outside of the ACRD

Good afternoon,

With the FIFA World Cup 2026 approaching, we are sharing a brief reference document to support local governments and UBCM First Nations members. The attachment provides key information on tournament-related activities, as well as links to trusted emergency management and public information sources.

Please feel free to share this resource with relevant staff to support awareness and planning.

Kind regards,

Intergovernmental Relations Secretariat  
Office of the Premier



FIFA World Cup 2026™ is the largest tournament in soccer history, taking place from June 11<sup>th</sup> to July 19<sup>th</sup> in 16 cities across Canada, Mexico, and the United States, including seven matches hosted in Vancouver. British Columbia will step onto the world stage, and the excitement is building in every corner of our province.

Whether you plan to travel to Vancouver for a match, or if you will participate in local festivities in your home community, you are invited to join in the celebration.

## Key Dates

- **June 11 – *Opening Match*** in Mexico City, Mexico
- **July 19 – *Final Match*** in New York, U.S.

## Vancouver Matches

- **June 13** – Australia vs. Türkiye
- **June 18** – Canada vs. Qatar
- **June 21** – New Zealand vs. Egypt
- **June 24** – Switzerland vs. Canada
- **June 26** – New Zealand vs. Belgium
- **July 2** – Round of 32 Match
- **July 7** – Round of 16 Match

## Local Community Events

The Province is providing over \$1.7 million to support 33 communities throughout B.C. to host local events that celebrate the unifying power of sport. This funding supports soccer-themed events and watch parties that foster community pride and cultural expression, benefit local businesses, and help attract visitors to regions during the tournament.

Canada Celebrates will bring the benefits of hosting to communities throughout Canada with family-friendly, all-ages events. Tumbler Ridge will host festivities on June 15, as a chance for the community to connect with watch parties, entertainment, and soccer-themed interactive experiences. Other communities in B.C. on the Canada Celebrates tour include Cranbrook, Nelson, Fort St. John, Kamloops, Salmon Arm, and Revelstoke.

Explore how to celebrate as a community, activate public spaces, and create memorable experiences for residents and visitors using the **Community Activation Playbook**: <https://vancouverfwc26.ca/community-hub/community-activation>.

Learn about community-led celebrations happening around the province: <https://news.gov.bc.ca/releases/2026TACS0020-000332>.

Explore World Cup inspired events happening across Vancouver and the region here: <https://www.destinationvancouver.com/world-cup-events>.

### FIFA Fan Festival™

FIFA Fan Festival™ Vancouver is the city's official destination to watch the tournament and over the course of 28 days more than 70 matches will be broadcast live on screens and the grounds will feature entertainment from Canadian and global artists. A free event accessible to all and set within the historic PNE Grounds at Hastings Park, the festival will feature football activations, elevated food and beverage offerings, and experiences from partners. Premium seating can be purchased in the Amphitheatre.

**Learn about the festival** at <https://www.vancouverfwc26.ca/fifa-fan-festival>.

### Science World and the FIFA Museum

Science World will host Soccer and Technology from the FIFA Museum, presented in partnership with the Province, which takes fans behind the scenes of the game, showing how innovation has shaped its continuing evolution. Making its North American debut, the new exhibition runs from May 15 until September 7 and is part of a summer of celebration of science and sport. Science World has been unveiled as The Beautiful Dome, a massive, 360-degree, 40-metre-diameter recreation of the Adidas Trionda, the official match ball.

### BC Business House

BC Business House at the Vancouver Convention Centre will host business-related events, meetings, and functions during the World Cup. You are warmly invited to attend investment and trade events, including sector showcases. BC Business House is presented by the Province, Invest in Canada, and Invest Vancouver.

**Register today** at [www.britishcolumbia.ca/bcbusinesshouse](http://www.britishcolumbia.ca/bcbusinesshouse).

## Know Before You Go and Emergency Management

To ensure your travel is safe and as worry-free as possible, learn more about official emergency channels, emergency services, medical advice, and helpful local supports available. Find a variety of helpful resources for fans planning to visit Vancouver and where to find essential emergency information here:

<https://www.vancouverfwc26.ca/know-before-you-go/need-to-know>.

- The City of Vancouver issues public safety alerts for urgent and severe emergencies. Get emergency alerts delivered straight to your phone, download the [Alertable App](#).
- Stay informed on important safety instructions and active emergencies in Vancouver at [Vancouver.ca/Alerts](#).
- Follow @EmergencyInfoBC or visit [EmergencyInfoBC.ca](#).
- If you need an immediate response from police, fire, or ambulance, call 9-1-1. [Learn more about when to call 9-1-1](#).
- Follow @VancouverPD to stay updated on police emergencies in Vancouver.
- Follow @rcmpgrcpolice for information on police emergencies in jurisdictions outside Vancouver like the YVR airport.
- For non-emergency services, information about Vancouver, or to report issues in Vancouver, call 3-1-1 or download the [Van311 app](#). Get details on parks and recreation, cycling and e-scooters, or report noise, graffiti, and more.
- Check for up-to-date road closures, conditions, weather data, and webcams with 24/7 transportation updates on [DriveBC.ca](#).
- Monitor [wildfire information](#) and the status of [prohibitions and restrictions](#) on [BCWildfire.ca](#) or follow @bcgowildfireinfo.



**Date June 4, 2026**

**Re Sproat Lake and Area OCP**

**ATTENTION:**

The OCP should not proceed to the ACRD Board until all survey results, town hall feedback, and public correspondence have been publicly released (not just a summary). Owners and residents must be able to review and verify that the draft OCP reflects their feedback and that inconsistencies are addressed before the Board considers it.

The current timeline for completing the OCP needs to be paused, and meaningful consultation with the community needs to be restarted, including a full discussion and examination of how policies not requested by owners and residents were included. Significant policy expansion requires a clear demonstration of community support.

---

**Dear Director Cote, Daniel Sailland and OCP Planning staff,**

This letter is on behalf of the Sproat Lake Property Owners Association and addresses the draft 2026 Sproat Lake OCP. We appreciate and acknowledge the ACRD's work to encourage community input, including open houses, surveys, and even a community BBQ to encourage owners and residents to attend and provide input.

We recognize that these comments are being submitted after the May 24 deadline. However, the three-week review period was insufficient for residents to properly assess a 122-page document containing hundreds of policies, many of them new. Given the long-term importance of this OCP, imposing a short review period and a hard cutoff for public input is not in the community's best interest. There is no apparent need to rush this document. It is far more important to get it right than to get it done quickly.

While the survey questions steer owners and residents toward specific OCP topics, they are just a small subset of the many policies in the current draft OCP. Owners and residents have expressed surprise and dismay at the extent to which the current draft has expanded, now including new governance policies that surpass the survey/open house questions and former OCPs. **Significant policy expansion requires a clear demonstration of community support.**

The OCP is to be a guiding document for future land use and development based on the values and vision of Sproat Lake Area D's owners and residents. From this should flow policies and objectives that are consistent with these values and visions. The question and concern many owners and residents have expressed to us is that the draft OCP does not reflect their values, vision, and interests. The OCP's priority should be "land use". More specifically, housing and development policies on fee simple land that are based on owners' and residents' values and visions. The current draft goes far beyond this objective.

Specific policy concerns about the draft are outlined below.

## **1. Survey, Town hall and Correspondence Feedback from Owners and Residents**

Information collected through the surveys, as well as the written comments submitted during the open houses, has not been released. This lack of transparency is concerning, as it leaves property owners and residents without the information needed to understand the process, assess feedback, and determine whether the draft OCP reflects the community's views. In the past, correspondence submitted by property owners and residents to the ACRD regarding proposed developments was made publicly available. This practice has promoted transparency and helped build public trust in the decision making process. The survey results should have been published in full, including the written comments and correspondence received from respondents, with any personal information redacted to protect privacy. In addition, submissions from individuals who are not residents or property owners in Area D should be identified separately and excluded from the analysis of survey results. The Official Community Plan is intended to reflect the vision and values of Area D residents and property owners, and consultation results should therefore be based solely on input from those with a direct stake in the community.

**ACTION: The OCP should not proceed to the ACRD Board until all survey results, town hall feedback, and public correspondence have been publicly released (not just a summary). Owners and residents must be able to review and verify that the draft OCP reflects their feedback and that inconsistencies are addressed before the Board considers it.**

## **2. OCP Direction**

There is also widespread concern regarding the overall direction of the document, particularly the substantial increase in the number and scope of policies. Owners and residents want less policies, not more. Many association members, all of whom are Area D property owners and residents, have identified numerous policies within the draft OCP that they do not support.

Many residents feel that the draft OCP does not reflect the community's views. It is unclear when the ACRD plans to present the draft OCP to the ACRD board. Given the strong owner/resident reaction to the current draft, it is premature to consider presenting anything to the ACRD board in the near future. The process needs to be paused to allow for a thorough reassessment of what policies are appropriate for inclusion and whether the draft accurately reflects the values, priorities, and vision of Area D property owners and residents. Such a review would help ensure that the final OCP has the confidence and support of the community it is intended to serve.

**ACTION: The current timeline for completing the OCP needs to be paused, and meaningful consultation with the community needs to be restarted, including a full discussion and examination of how policies not requested by owners and residents were included.**

## **3. Policy expansion**

Some greatly expanded policy topics appear to be ACRD or non-resident/owner driven and not in our best interest. An example of two policies sprinkled throughout the document includes the new Reconciliation policies and the expanded Parks, Trails and Open Spaces policies, which promote more waterfront access. Given that 80% of lots in area D are considered waterfront this "access" does not appear to be driven by residents and owners. We certainly didn't hear this at our open house meetings or at the ACRD sessions our members attended.

## **4. Policies that are Provincial Jurisdiction**

The current draft includes policies that fall within provincial jurisdiction, including matters that remain unresolved at the provincial level. Incorporating such policies into the OCP would be an unnecessary expansion of the ACRD's role. It will lead to increased administrative demands,

frustration among property owners, and reduced public confidence in the ACRD's decision-making process. The OCP should focus on matters within the ACRD's authority and should not include policies that are under the jurisdiction of the Province of British Columbia.

Examples include:

**a. Conservation Lands policies**

Many owners and residents volunteer and are members of various conservation groups, including land conservancies and trusts, Fishing and Hunting groups, Invasive plant removal groups, and wilderness trails. The ACRD does not need to define conservation lands. The Province has many land classifications under the International Union for Conservation of Nature. (IUCN) definitions.

We are receiving negative feedback from our members about the policy that allows the ACRD to redesignate land to a Conservation Land Use. These policies could potentially destroy the value of a property owner's land and reduce tax revenue for governments. Land Trusts and Conservation organizations such as the Habitat Conservation Trust, Ducks Unlimited Canada, and The Nature Conservancy all purchase fee simple land and pay taxes on it. The ACRD should not be examining new property zoning and designations for Conservation purposes.

**ACTION: Remove all conservation land policies.**

**b. Watershed and Water Management and Controls**

Water management is the responsibility of the Ministry of Water, Land and Resource Stewardship. They license, regulate, issue permits, and collect fees for water use in BC from all wells and lakes. The Ministry has many water related initiatives, including watershed management and sustainable resource planning. The ACRD should not be involved in water use.

Agricultural property owners are concerned about the wording around control of the water they use, which is generally self-supplied. Control is interpreted to mean "charging money for usage" or imposing more rules on development. Again, this is the purview of the Water Management Division in the provincial government, which issues water licenses and establishes fees and regulations. The Province does a good job managing our water resources, and the ACRD does not need to be involved.

**ACTION: Remove all policies about watershed, water management and water controls.**

**c. Dock Policies**

Front Counter BC in Alberni issues permits for docks on Crown waterfront, including size, siting, and construction. The ACRD's attempt to regulate and permit docks infringes on the exclusive jurisdiction of the Province of BC. Much of the Sproat Lake foreshore is owned by TimberWest, and the ACRD does not have jurisdiction, as previous OCPs have specified. All references to Docks should be deleted. Front Counter BC issues permits and places requirements on potential dock construction on Crown land. This is not within ACRD's jurisdiction and constitutes overreach.

**ACTION: Remove all information and policies about docks.**

**d. Heritage Act policies**

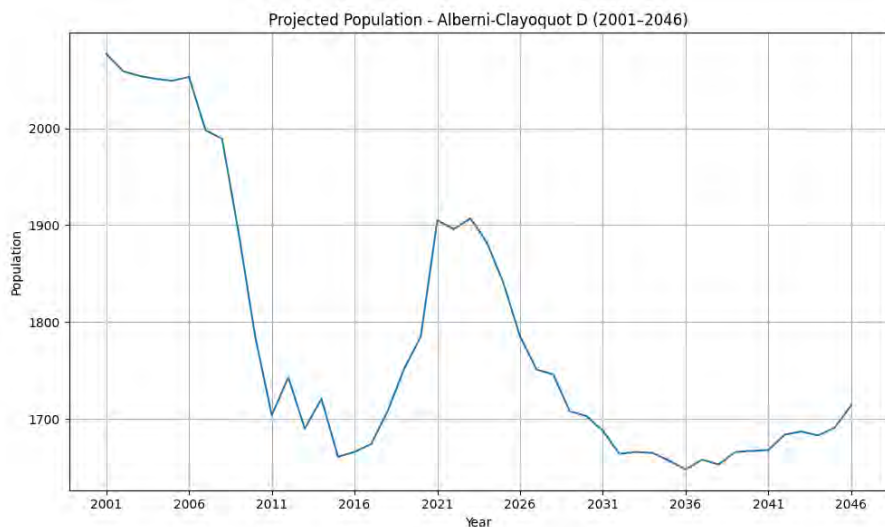
The Heritage Act has many amendments being proposed before the legislature. Again, the debate and views on these changes are very controversial. Likely, the proposed changes will not be passed this session, and debate will continue. Requirements for fee simple land areas requiring archaeological reviews are determined by provincial legislation and regulations.

It would appear that ACRD staff are attempting to assume authority over archeological reviews on fee simple land and has apparently made this "Action Number 1" on their timeline (page 96). We are not aware that owners and residents were consulted about this policy. This policy should be left to the provincial government to sort out and complete and only then should it be determined if there is a role for the ACRD. Every reference to heritage archeological reviews should be removed.

**ACTION: Remove all references and policies on heritage archaeological reviews.**

## 5. Housing

The Draft OCP assumes that our full time residential population is growing, based on Statistics Canada Population estimates using data from the 5 year census. While we recognize that the Province of British Columbia requires housing needs estimates to be included in Official Community Plans and specifies the methodology used to develop these projections, it has been widely noted by property owners, residents, our elected representative, and the Sproat Lake APC that the resulting estimates are inaccurate. The housing projections do not accurately reflect the realities and anticipated growth patterns of Area D. The more accurate BC Statistics Projections contradicts this growth estimate and suggests that the Area D population is declining and will continue to decline for the next few years. The calculations also fail to account for the unique demographic characteristics of Area D. Much of the area's population and housing is concentrated around Sproat Lake, a recreational community where an increasing number of properties are owned and occupied on a seasonal rather than full-time basis. As a result, a significant portion of the housing inventory serves as vacation homes. This distinction is not reflected in the calculation.



Source BC Stats Projections 2025

In addition, our population of both permanent and non-permanent residents is ageing significantly. In essence, full time residential families are choosing to move for a variety of reasons including taxation, employment prospects and proximity to schools and are being replaced by more affluent retired couples who use their property for limited time periods.

While there is demand for waterfront recreational homes, based on BC Statistics data, the lack of population growth points to no demonstrated demand for additional permanent resident market-

based housing or long-term rental housing in Area D. Subsidized housing and low cost apartment developments, including non market housing, are not feasible or realistic due to high land and construction costs, which make affordable long term rental housing financially uneconomic. In addition, Area D is a rural and recreational area. It lacks the services and amenities that lower-income households typically rely on.

**ACTION: Remove all policies on the need for increased housing, low-income housing, long-term rental housing, and subsidized housing. Use the BC Statistics for future population and housing requirements.**

## **6. Reconciliation Policies**

While we all agree that Reconciliation is an important objective, It is about building a renewed relationship with Indigenous Peoples based on the recognition of rights, respect, and partnership, and we need to get it right. We realize that the Hupacasath and Tseshaht Nations have unresolved claims. The future of DRIPA provincial policies is unclear and is still under discussion. Adding DRIPA information and activities to the OCP is not only premature but also inappropriate, given that the provincial government has not indicated it wants this in OCPs.

While DRIPA is a source of much debate, there is no consensus on these issues within the BC population or within "Area D," as the facts regarding even potential impacts on private land are very difficult to determine and uncertain. Given the uncertainty and lack of consensus, we believe the ACRD should not be promoting policies that have not yet been determined provincially.

**ACTION: Remove every reference to DRIPA, which includes consultation with First Nations, until the Supreme court has resolved the cases.**

## **7. Public Access to the Waterfront and Parks Trails and Open Spaces**

The ACRD has heard many times that AREA D owners and residents do not want to open up more public access to the lake, particularly road access areas, because there is no money to supervise or maintain the existing accesses. The reasons for our opposition have been repeated to the ACRD many times at various meetings and include a lack of supervision, noise, unruly parties, drinking and drugs, garbage, fire hazards, and other concerns. Opening these accesses also places liability on the ACRD for accidents that may occur at the beachfront. Unruly and uncontrolled behaviour by users of road access parks interferes with the quiet enjoyment of nearby property owners, and these rights are often eliminated in many instances by unmanaged behaviour in existing parks. Owners and residents do not want wayside signs since people use a variety of electronic map programs.

**ACTION: Money only should be required from developers, not small plots of land for parks. This money should be invested in a land acquisition fund which can be used to buy large forest parcels to preserve trails and expanded and enhanced roadside trails around the lake.**

**ACTION: No new waterfront access locations should be developed around Sproat Lake.**

A trail to Alberni is far down the list of priorities.

**We respectfully submit that the following OCP changes are needed:**

1. **ACTION:** The current timeline for completing the OCP needs to be paused, and meaningful consultation with the community needs to be restarted, including a full discussion and examination of how policies not requested by owners and residents were included.
2. **ACTION:** The OCP should not proceed to the ACRD Board until all survey results, town hall feedback, and public correspondence have been publicly released (not just a summary). Owners and residents must be able to review and verify that the draft OCP reflects their feedback and that inconsistencies are addressed before the Board considers it.
3. **ACTION:** Remove all information about conservation land policies
4. **ACTION:** Remove all information and policies about the watershed, water management and water controls
5. **ACTION:** Remove all information and policies about docks.
6. **ACTION:** Remove all Heritage Act policies
7. **ACTION:** Remove all policies on the need for increased housing, low-income housing, long-term rental housing, and subsidized housing. Use the BC Statistics for future population and housing requirements.
8. **ACTION:** Remove every reference to DRIPA, which includes consultation with First Nations, until the Supreme Court has resolved the cases.
9. **ACTION:** Money only should be required from developers, not small plots of land for parks. This money should be invested in a land acquisition fund which can be used to buy large forest parcels to preserve trails and expanded and enhanced roadside trails around the lake.
10. **ACTION:** No new waterfront access locations should be developed around Sproat Lake

Please provide us with a written response to our ACTIONS. You can email us at [info@sproatlakepoa.ca](mailto:info@sproatlakepoa.ca). If you would like to meet with us to discuss further please let us know by email and a board member will call you back.

Yours Sincerely,

Sproat Lake Property Owners Association Board of Directors

cc: ACRD directors



**To:** ACRD Board of Directors

**From:** Shane Koren, CPA, Acting Chief Financial Officer  
Cynthia Dick, General Manager of Administrative Services

**Meeting Date:** June 10, 2026

**Subject:** 2026 Grant-in-Aid Applications

**Recommendations:**

**West Coast:**

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 West Coast Grant-in-Aid category, grants to the following organizations:***

- \$2,000 to the Surfrider Foundation***
- \$2,000 to the Clayoquot Biosphere Trust***
- \$2,000 to the Ucluelet Aquarium Society***
- \$2,000 to the Redd Fish Restoration Society***
- \$1,200 to the Pacific Rim Arts Society***
- \$1,000 to the Ucluelet and Area Historical Society.***

**Regional:**

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Regional Grant-in-Aid category, grants to the following organizations:***

- \$1,500 to the Alberni District Fall Fair***
- \$6,000 to Westcoast Inland Search and Rescue***
- \$6,000 to the Alberni Valley Rescue Squad***
- \$2,500 to the Vancouver Island North Film Commission***
- \$3,500 to the Alberni Athletics Soccer Club***
- \$6,000 to the Alberni Valley Hospice Society.***

***THAT the Alberni-Clayoquot Regional District Board of Directors awards a \$5,000 grant-in-aid to Alberni Valley Makerspace, with \$2,700 from the 2026 Regional Grant-in-Aid category, and the remaining \$2,300 from the 2026 Beaver Creek Electoral Area Grant-in-aid category.***

***THAT the Alberni-Clayoquot Regional District Board of Directors awards \$5,800 to Tseshaht Lightning, from the 2026 Regional Grant-in-Aid category, contingent on obtaining Society status by September 30, 2026.***

**Alberni Valley and Bamfield:**

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Alberni Valley and Bamfield Grant-in-Aid category, grants to the following organizations:***

- \$7,500 to the PA Picklers***
- \$7,800 to Alberni Valley Food Security Society***
- \$2,500 to the Westcoast Community Learning Hub***
- \$7,500 to the Port Alberni Backpack Program Society***
- \$1,500 to the Canadian Council of the Blind***
- \$30,000 to Port Alberni Victim Services***
- \$10,000 to the Westcoast Native Healthcare Society***
- \$2,500 to the Big Brothers Big Sisters of Central Vancouver Island***
- \$5,000 to the Port Alberni Black Sheep Rugby Union Football Club***
- \$6,500 to the Port Alberni Salmon Festival Society***
- \$700 to the Spirit Square Farmers Market Association***
- \$10,500 to the ADAPS Youth and Family Services***
- \$5,000 to the Port Alberni Marine Rescue Society***
- \$23,360 to the Alberni Valley Chamber of Commerce.***

**Electoral Areas:**

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Bamfield Electoral Area Grant-in-aid category, a grant in the amount of \$10,000 to Bamfield Community Affairs.***

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Beaufort Electoral Area Grant-in-aid category, a grant in the amount of \$500 to the Alberni Valley Enhancement Society.***

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Long Beach Electoral Area Grant-in-aid category, a grant in the amount of \$2,000 to the Clayoquot Action Society.***

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Sproat Lake Electoral Area Grant-in-aid category, grants to the following organizations:***

- \$20,000 to the Sproat Lake Community Hall Association for the Water Supply Well***
- \$1,200 to the Youth Outrigger Change Race.***

***THAT the Alberni-Clayoquot Regional District Board of Directors award, from the 2026 Cherry Creek Electoral Area Grant-in-aid category, a grant in the amount of \$22,000 to the Cherry Creek Community Recreation Commission.***

**Other Applications**

***THAT the Alberni-Clayoquot Regional District Board of Directors deny the late application received for a grant-in-aid for \$5,500 in 2026 to the Port Alberni Shelter Society.***

***THAT the Alberni-Clayoquot Regional District Board of Directors deny a grant-in-aid in 2026 for the following organizations:***

- \$10,000 to West Coast Aquatic***

***\$23,000 to the Sproat Lake Community Association for a Standby Generator  
\$48,051 to the Beaver Creek Community Club  
\$5,000 to BC Wildlife Federation.***

**Additional Resolution:**

The following resolution was a recommendation made by the Committee of the Whole at their May 21, 2026 meeting:

***THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to develop a recategorization mechanism for grant-in-aid applications, including a process to evaluate proposed categories; AND THAT the grant-in-aid application be updated to require applicants to describe how their application aligns with and benefits the selected category; AND FURTHER THAT the proposed mechanism be brought back to the Committee of the Whole for review and approval.***

Note: A comprehensive review and update was done for the ACRD Grant-in-Aid policy in 2024. Typically, staff coordinate with applicants to ensure that their application is reviewed in the appropriate category. However, for 2026 due to staff turnover, limited organizational capacity, and restricted timelines this process was not as effective as intended. This was a procedural gap that will be addressed for the 2027 intake process.

**Desired Outcome:**

To allocate 2026 Grant-in-Aid (GIA) funds to assist registered organizations, registered charities, non-profits or not-for-profits, and societies who provide services, projects or initiatives that provide a social, economic, recreational, or environmental benefit to the communities within the Alberni-Clayoquot region.

**Summary:**

This year the Regional District received 39 GIA applications (including one late application) compared with 34 applications received in 2025.

The Alberni Valley and Bamfield Services Committee met on May 5, 2026, to review Alberni Valley and Bamfield GIA applications. The GIA applications that were supported by the Alberni Valley and Bamfield Services Committee are included in the above proposed Board resolution and are summarized here:

#	Organization	2026 Alberni Valley & Bamfield Recommendation	2026 GIA Requested Amount
GIA 01	PA Picklers	\$7,500	\$40,000
GIA 02	Alberni Valley Food Security Society	\$7,800	\$7,800
GIA 03	West Coast Community Learning Hub	\$2,500	\$5,000
GIA 04	Port Alberni Backpack Program	\$7,500	\$7,500
GIA 05	Canadian Council for the Blind	\$1,500	\$3,000
GIA 06	Port Alberni Victim Services Society	\$30,000	\$36,000
GIA 07	West Coast Aquatic	\$0	\$10,000

<b>GIA 08</b>	The Westcoast Native Healthcare Society	\$10,000	\$10,000
<b>GIA 09</b>	Big Brothers Big Sisters of Central VI	\$2,500	\$7,500
<b>GIA 10</b>	Port Alberni Black Sheep Rugby Union Football Club	\$5,000	\$10,035.20
<b>GIA 11</b>	Port Alberni Salmon Festival Society	\$6,500	\$6,500
<b>GIA 12</b>	Spirit Square Farmers Market Association	\$700	\$700
<b>GIA 13</b>	ADAPS Youth and Family Services	\$10,500	\$10,500
<b>GIA 14</b>	Port Alberni Marine Rescue Society	\$5,000	\$5,000
<b>GIA 15</b>	Alberni Valley Chamber of Commerce	\$23,360	\$50,000
	<b>Total GIA Funds</b>	<b>\$120,360</b>	
	<b>Remaining Funds to be Allocated</b>	<b>\$0</b>	

The West Coast Committee met on May 20, 2026, to review West Coast category GIA applications. The GIA applications that were supported by the West Coast Committee are included in the above proposed Board resolution and are summarized here:

<b>GIA #</b>	<b>Organization</b>	<b>2026 West Coast Committee Recommendation</b>	<b>2026 GIA Requested Amount</b>
<b>GIA 16</b>	Surfrider Foundation Canada	\$2,000	\$15,000
<b>GIA 17</b>	Clayoquot Biosphere Trust*	\$2,000	\$10,000
<b>GIA 18</b>	Ucluelet Aquarium Society	\$2,000	\$9,620
<b>GIA 19</b>	Redd Fish Restoration Society	\$2,000	\$4,000
<b>GIA 20</b>	Pacific Rim Arts Society	\$1,200	\$2,000
<b>GIA 21</b>	Ucluelet and Area Historical Society	\$1,000	\$1,500
	<b>Total GIA Funds</b>	<b>\$10,200</b>	
	<b>Remaining Funds to be Allocated</b>	<b>\$0</b>	

\*Note: that the West Coast Committee requested staff to bring a report regarding additional information on Clayoquot Biosphere Trust expenditures ([attached](#)).

The Committee of the Whole met on May 21, 2026, to review Regional GIA applications. The GIA applications that were supported by the Committee of the Whole are included in the above proposed Board resolution and are summarized here:

<b>GIA #</b>	<b>Organization</b>	<b>2026 Committee of the Whole Recommendation</b>	<b>2026 GIA Requested Amount</b>
<b>GIA 22</b>	Alberni District Fall Fair*	\$1,500	\$1,500
<b>GIA 23</b>	Westcoast Inland Search and Rescue	\$6,000	\$6,000
<b>GIA 24</b>	Alberni Valley Rescue Squad	\$6,000	\$20,160
<b>GIA 25</b>	Alberni Valley Makerspace**	\$2,700	\$5,000
<b>GIA 26</b>	Vancouver Island North Film Commission	\$2,500	\$10,000
<b>GIA 27</b>	Alberni Athletics Soccer Club	\$3,500	\$3,500
<b>GIA 28</b>	BC Wildlife Federation	\$0	\$5,000

<b>GIA 29</b>	Alberni Valley Hospice Society	\$6,000	\$6,000
<b>GIA 30</b>	Tseshaht Lightning***	\$5,800	\$7,500
	<b>Total GIA Funds</b>	<b>\$35,000</b>	
	<b>Remaining Funds to be Allocated</b>	<b>\$1,000</b>	

**\*Note:** that the Committee of the Whole requested staff to bring a report regarding additional information on expenditures for the Alberni District Fall Fair. Staff can confirm that no ACRD budget has been allocated for farmgate printing. The Fall Fair has requested \$1000 of in-kind resources for ACRD staff to print and laminate posters and an additional \$500 for printing of the Alberni Valley Farmgate brochure.

**\*\*Note:** the total amount recommended for the Alberni Valley Makerspace grant-in-aid is \$5,000 with \$2,700 from the Regional GIA category and \$2,300 from the Beaver Creek Electoral Area GIA category.

**\*\*\*Note:** that the Committee of the Whole recommendation includes that this be contingent on Tseshaht Lightning obtaining Society status before September 30, 2026.

In addition to the GIA categories listed above, each Electoral Area has a separate GIA budget to fund initiatives in their respective areas. No grant-in-aid applications were received for the Beaver Creek Electoral Area Grant-in-Aid category; however, Director Roth supported \$2,300 from the 2026 Beaver Creek Electoral Area grant-in-aid category being allocated to the Alberni Valley Makerspace grant-in-aid. GIA applications were received for Electoral Areas: 'A'-Bamfield, 'B'-Beaufort, 'C'-Long Beach, 'D'-Sproat Lake and 'F'-Cherry Creek with the Director recommendations provided below:

<b>Electoral Area</b>	<b>Organization</b>	<b>Electoral Area Recommendations</b>	<b>2026 Requested Amount</b>
<b>Bamfield Electoral Area</b>	Bamfield Community Affairs ( <a href="#">attached</a> )	Approve \$10,000 for Bamfield Community Affairs.	\$10,000
<b>Beaufort Electoral Area</b>	Alberni Valley Enhancement Society ( <a href="#">attached</a> ). Beaver Creek Community Club ( <a href="#">attached</a> ).	Approve \$500 for the Alberni Valley Enhancement Society. Deny the \$48,051 for the Beaver Creek Community Club.	\$53,051
<b>Long Beach Electoral Area</b>	Clayoquot Action Society ( <a href="#">attached</a> ).	Approve \$2,000 for the Clayoquot Action Society.	\$2,000
<b>Sproat Lake Electoral Area</b>	Sproat Lake Community Hall Association ( <a href="#">2 separate applications attached</a> ) and Sproat Lake Canoe Club (SLCC) ( <a href="#">attached</a> )	Approve \$20,000 for SLCHA for the Water Supply Well and \$1,200 for the SLCC. Deny \$23,000 for SLCHA for the Standby Generator.	\$44,200
<b>Beaver Creek Electoral Area</b>	Alberni Valley Makerspace	Approve \$2,300 for Alberni Valley Makerspace.	\$2,300
<b>Cherry Creek Electoral Area</b>	Cherry Creek Community Recreation Commission ( <a href="#">attached</a> )	Approved \$22,000 for Cherry Creek Recreation Commission.	\$22,000

**Time Requirements – Staff & Elected Officials:**

Approximately 30 hours of staff time is required to conduct the grant-in-aid process.

**Financial:**

The adopted ACRD 2026-2030 Financial Plan included the following budgets:

- \$10,200 for the West Coast GIA Category
- \$35,000 for the Regional GIA Category
- \$120,360 for the Alberni Valley and Bamfield Services GIA Category
- \$11,000 for the Bamfield EA GIA
- \$1,000 for the Beaufort EA GIA
- \$2,000 for the Long Beach EA GIA
- \$21,200 for the Sproat Lake EA GIA
- \$2,300 for the Beaver Creek EA GIA
- \$22,000 for the Cherry Creek EA GIA.

**Strategic Plan Implications:**

There is no direct link to the 2024-2027 Strategic Plan; however, there may be indirect links dependent on the application.

**Policy or Legislation:**

The Alberni-Clayoquot Regional District’s [Grant-in-Aid Policy](#) and *Local Government Act* applies.

Submitted by: Shane Koren  
Shane Koren, CPA, Acting Chief Financial Officer

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

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



<b>Title:</b>	<b>Grant-in-Aid Policy</b>	
<b>Departments:</b>	All	
<b>ACRD Board Policy</b> <input checked="" type="checkbox"/>	<b>Date Adopted:</b>	November 27, 2024
<b>Administrative Policy</b> <input type="checkbox"/>	<b>Effective Date:</b>	

**PURPOSE:**

The purpose of this policy is to establish Grant-in-Aid (GIA) categories, eligibility requirements, application criteria and final reporting requirements for funding provided by the Alberni-Clayoquot Regional District (ACRD).

**SCOPE:**

This policy applies to all Board members, employees, and applicants to the ACRD Grant-in-Aid program.

**POLICY:**

- 1) The Board, at its discretion, may provide grant funds to a **Registered Organization, Registered Charity, Non-profit or not-for-profit, Society or societies** for services, projects or initiatives that provide a social, economic, recreational, or environmental benefit to the communities within the Alberni-Clayoquot region.
- 2) GIA applications greater than \$500 are accepted from **Registered Organizations** only.
- 3) GIA applications less than \$500 are accepted from non-registered organizations or groups demonstrating a community need and whose objectives are charitable in nature.
- 4) GIA's issued for less than \$500 are issued on a one-time basis only. Further GIA applications will be required to be submitted through **Registered Organizations**.
- 5) Receipt of a GIA does not guarantee funding in the future.
- 6) Recipients must use the GIA only for the purpose of which the application was approved.
- 7) GIA's must be used within 12 months of being approved. Unused GIA funding not spent within 12 months must be returned to the ACRD no later than 30 days after the 12-month period allotted.
- 8) Successful applicants will be required to complete a final report to ensure the grant funds were used according to the objective outlined in the approved application.
- 9) Failure to submit final reporting requirements will eliminate the ability to apply for a GIA in the following year.
- 10) GIA recipients are encouraged to work towards financial independence where possible.

- 11) GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.
- 12) The authority to provide grants of assistance is set out in the *Local Government Act* and provides corporate powers of a Board to provide assistance for the purpose of benefitting the community or any aspect of the community.

#### Definitions:

***In-Kind Services*** means the provision of service for no cost, including labour or equipment, and rental fee waivers.

***Registered Organization*** includes an organization, a society, a non-profit or not-for profit organization, an association, a registered charity, a cooperative or other group, either incorporated or unincorporated, registered with the BC Corporate Registry.

***Registered Charity*** means charitable organizations, public foundations, or private foundations that are created and resident in Canada. For the purposes of this policy a Registered Charity must use their resources for charitable activities and have charitable purposes that provide benefit to the region in building stronger, more resilient and equitable communities.

***Non-profit or not-for-profit*** organizations means associations, clubs or societies that are not charities and are organized and operated exclusively for social welfare, civic improvement, pleasure, recreation, or any other purpose except profit. For clarity, a ***Non-profit or not-for-profit*** organization does not include a Community Contribution Company (CCC).

***Society or societies*** are independent, democratic organizations that are required to comply with the Societies Act and their own constitution and bylaws. Societies do not earn any profits for its members. All money is donated to the organization's cause or goal.

#### Grant-in-Aid Categories:

##### **Regional Grant-in-Aid**

Participants:

City of Port Alberni	District of Ucluelet	District of Tofino
Bamfield Electoral Area	Beaufort Electoral Area	Long Beach Electoral Area
Sproat Lake Electoral Area	Beaver Creek Electoral Area	Cherry Creek Electoral Area

Regional Grant-in-Aids are intended for services, projects or initiatives that are regional in nature and provide benefit across the region and to residents and visitors to the region.

**Alberni Valley & Bamfield Grant-in-Aid**

## Participants:

City of Port Alberni	Bamfield Electoral Area	Beaufort Electoral Area
Sproat Lake Electoral Area	Beaver Creek Electoral Area	Cherry Creek Electoral Area

Alberni Valley & Bamfield Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Alberni Valley and Bamfield.

**West Coast Grant-in-Aid**

## Participants:

District of Ucluelet	District of Tofino	Long Beach Electoral Area
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West Coast Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors in the West Coast region.

**Bamfield Electoral Area Grant-in-Aid**

## Participants:

Bamfield Electoral Area

Bamfield Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Bamfield Electoral Area.

**Beaufort Electoral Area Grant-in-Aid**

## Participants:

Beaufort Electoral Area

Beaufort Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Beaufort Electoral Area.

**Long Beach Electoral Area Grant-in-Aid**

## Participants:

Long Beach Electoral Area

Long Beach Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Long Beach Electoral Area.

**Sproat Lake Electoral Area Grant-in-Aid**

Participants:

Sproat Lake Electoral Area

Sproat Lake Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Sproat Lake Electoral Area.

**Beaver Creek Electoral Area Grant-in-Aid**

Participants:

Beaver Creek Electoral Area

Beaver Creek Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Beaver Creek Electoral Area.

**Cherry Creek Electoral Area Grant-in-Aid**

Participants:

Cherry Creek Electoral Area

Cherry Creek Grant-in-Aids are intended for services, projects of initiatives that provide benefit to residents and visitors to the Cherry Creek Electoral Area.

GIA applicants may apply to more than one electoral grant-in-aid category if a service, project or initiative spans across more than one electoral area.

**Financial:**

Budgets for each of the above GIA categories are set each year as part of the ACRD Financial Plan that is adopted by March 31<sup>st</sup> each year. As a result, the maximum amount of grant funding available for allocation by each category will be set prior to the GIA application deadline and will not be able to be increased.

**PROCEDURES:****Application Deadlines:**

GIA Application Deadline: Annually on April 30.

Grant deliberations will occur in late May or early June and funding will be issued in August. Release of funds prior to August may be considered by submitting a written request to the ACRD's finance department.

**Application Process:**

## Required Documentation:

- (a) GIA Application Form (identify the proposed service, project or initiative, identify the benefit of the activities, date of activities, identify funding request or in-kind request)
- (b) Budget Spreadsheet (detail the budget for the proposed service, project or initiative. Include other sources of funding that have been confirmed and identify other grant applications).
- (c) Latest Financial Statements

GIA applications must include all documentation requested in the application form and must be submitted via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or delivered to:

Alberni-Clayoquot Regional District  
3008 5<sup>th</sup> Ave  
Port Alberni, BC V9Y 2E3

**Approval Process:**

Eligible applications will be presented in the following manner:

- (a) Regional GIA applications will be reviewed at a Committee of the Whole meeting with recommendations presented to the Board for approval.
- (b) Alberni Valley & Bamfield GIA applications will be reviewed at an Alberni Valley and Bamfield Area Services Committee meeting with recommendations presented to the Board for approval.
- (c) West Coast GIA applications will be reviewed at a West Coast Committee meeting with recommendations presented to the Board for approval.
- (d) All Electoral Area GIA applications will be sent to individual EA directors for their review. EA director recommendations will be shared with staff and will be presented to the Board for approval.

ACRD staff will advise all applicants in writing by June 30<sup>th</sup> as to whether or not they have been awarded a GIA, and if awarded, the amount of financial assistance.

**Final Reporting:**

Those awarded a GIA, must submit a Final Report to the ACRD no later than March 31<sup>st</sup> of the following year utilizing the Final Report form, detailing how the funds were utilized. Failure to submit the Final Report eliminates an organization's ability to apply for a GIA in the following year.

**From:** [Jessica Spratt](#) on behalf of [ACRD Administration](#)  
**To:** [Heather Zenner](#)  
**Subject:** FW: Clayoquot Biosphere Trust - Grant-in-Aid  
**Date:** June 2, 2026 3:19:14 PM  
**Attachments:** [Outlook-j53rghth.png](#)  
[Report for Class A REV 1 CCE - Clayoquot Sound Biosphere Centre\\_2025.06.03.pdf](#)

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**From:** Michelle Hall (CBT) <michelle@clayoquotbiosphere.org>  
**Sent:** May 25, 2026 2:25 PM  
**To:** ACRD Administration <administration@acrd.bc.ca>  
**Subject:** Re: Clayoquot Biosphere Trust - Grant-in-Aid

**[CAUTION]** This email originated from outside of the ACRD

Dear Grant-in-Aid Committee,

Thank you for the opportunity to provide additional clarification regarding the Clayoquot Biosphere Trust's Grant-in-Aid application for the Clayoquot Sound Biosphere Centre.

The requested funding would support the procurement of community-serving furnishings and program equipment required to activate education and workshop spaces within the Centre during the 2026 fiscal year. These items are already identified within the project's Class A cost estimates (attached) and include furnishings and equipment such as workshop and classroom tables, stackable seating, mobile presentation equipment including video projection and display systems, portable teaching and demonstration tools used for community workshops and educational programming, and interpretive learning materials that support environmental education and cultural learning activities.

These resources are intended to support year-round community programming including youth education initiatives, environmental stewardship workshops, cultural learning sessions, training opportunities, community meetings, and regional gatherings serving residents of the West Coast.

As the project advances through construction tendering, final product specifications and quantities will be confirmed through procurement processes to ensure value, compatibility with the finalized building design, and alignment with operational needs. However, several program-related furnishings and equipment items have longer procurement lead times. Securing funding within the 2026 fiscal year would allow CBT to begin ordering these items immediately as procurement windows open, helping ensure the Centre is equipped and ready to support community access and early programming upon opening.

If the ACRD would prefer to allocate funding toward a more clearly defined item, CBT would be pleased to direct the Grant-in-Aid contribution toward specific equipment currently identified within the Class A estimates, such as video projection and presentation equipment and a desk for community learning spaces, which together are estimated at approximately \$10,000.

The Clayoquot Sound Biosphere Centre is being advanced through a collaborative funding approach involving federal, provincial, local, regional, philanthropic, and community investment. Support through the ACRD Grant-in-Aid program would directly contribute to activating community-serving spaces that benefit residents across the West Coast.

Thank you again for your consideration and ongoing support of community initiatives within the Alberni-Clayoquot region.

Warm regards,  
Michelle

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**From:** Jessica Spratt <[jspratt@acrd.bc.ca](mailto:jspratt@acrd.bc.ca)> on behalf of ACRD Administration <[administration@acrd.bc.ca](mailto:administration@acrd.bc.ca)>  
**Sent:** Wednesday, May 20, 2026 4:11 PM  
**To:** Michelle Hall (CBT) <[michelle@clayoquotbiosphere.org](mailto:michelle@clayoquotbiosphere.org)>  
**Subject:** Clayoquot Biosphere Trust - Grant-in-Aid

[External]

Good afternoon, Michelle,

Today, the West Coast Committee convened to discuss the 2026 Grant-in-Aid, with a particular focus on the Clayoquot Biosphere Trust application.

Following a thorough review of the proposal and the outlined activities associated with the project, the committee has requested additional clarification. Specifically, further details are needed regarding how the requested funds will be allocated in fiscal year 2026.

In addition, the committee would appreciate more comprehensive information describing the proposed items, including “additional workshop tables and seating, mobile presentation equipment, teaching and demonstration tools for educational purposes, and interpretive learning materials.”

If you could please provide further details or any additional information, it would be greatly appreciated.

Thank you,



Jessica Spratt

Administrative Assistant – (she/her)

A 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

O 250.720.2700 W [acrd.bc.ca](http://acrd.bc.ca)

I am honoured to work, live, and play in the territory of the Nuu-chah-nulth People.

This email is confidential and may be privileged. Any use of this email by an unintended recipient is prohibited. If you receive this email in error please notify me immediately and delete it.





## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

<b>Organization Name:</b>	Bamfield Community Affairs Society
<b>Society Number:</b> <i>(N/A for applications &lt;\$500)</i>	S0044339    Business No: 86324 5718 BC0001
<b>Contact Person:</b>	James Willock
<b>Street Address:</b>	[REDACTED]
<b>City, Province, Postal Code:</b>	Bamfield, BC, V0R 1B0
<b>Phone:</b>	[REDACTED]
<b>Email:</b>	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

**Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region:** *1000 character limit*  
*(specifically indicate which community or communities your organization services)*

Bamfield Community Affairs Society (BCAS) manages a GIA program whereby community members receive funding for specific projects that benefit the community. Applicants are required to follow the BCAS policy rules which include; completing a GIA application form, a public presentation, signing a GIA contract, and providing a GIA Project Summary report. All GIA applications are reviewed and voted on by the BCAS board.

There are various benefits of having BCAS manage the GIA program for Electoral Area A. Given BCAS's close contact with the community via monthly public meetings, BCAS has a high level of awareness as to the current interests of the community and potential projects that could qualify for GIA funding. In addition, BCAS actively promotes the GIA program and has created simplified online content to better explain the program. BCAS is also working the development of an online application process to reduce barriers to applying for funding.



PROJECT INFORMATION			
<b>Project Name:</b>	BCAS GIA Program		
<b>Grant Amount Requested:</b>	\$10,000		
<b>In-kind Resources Requested:</b>	None		
<b>Project Start Date:</b>	2026	<b>Project End Date:</b>	2027
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> <b>Regional GIA</b> (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> <b>Alberni Valley &amp; Bamfield GIA</b> (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> <b>West Coast GIA</b> (projects that benefits residents & visitors on the West Coast)			
<input checked="" type="checkbox"/> <b>Bamfield Electoral Area GIA</b>	<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> <b>Beaufort Electoral Area GIA</b>			
<input type="checkbox"/> <b>Long Beach Electoral Area GIA</b>			
<input type="checkbox"/> <b>Sproat Lake Electoral Area GIA</b>			
<input type="checkbox"/> <b>Beaver Creek Electoral Area GIA</b>			
<input type="checkbox"/> <b>Cherry Creek Electoral Area GIA</b>			
<b>Describe the specific activities of the project to which this Grant would be applied:</b> 900 character limit (be as specific as possible)			
<p>The GIA funding allocated to specific projects is managed through BCAS' local GIA program. Local GIA applications are received, reviewed, and approved/declined throughout the year. Therefore, we are unable to provide specific details on projects until local applications have been submitted throughout the 2026-2027 fiscal year.</p> <p>However, the following project summary describes active projects in the current fiscal year:</p> <ul style="list-style-type: none"> <li>&gt; GIA for Bamfield Community School Association: \$600.00 for sports equipment</li> <li>&gt; GIA for BamfieldHUB.ca: \$677.00 for website startup &amp; operational expenses</li> <li>&gt; GIA for SongWest: \$1000.00 for bursary program for low income residents to participate</li> <li>&gt; GIA (pending) for BearAware Program: potential funding for bear-secure outdoor storage</li> </ul>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**

*(Describe the expected outcomes and who will specifically benefit from this project)*

Over the course of the year BCAS receives a wide range of requests for community projects each of which are assessed for their potential benefit to the community.

**Financial Information** *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
See attached: "BCAS GIA Financial Summary 2025-2026"		\$10,000
<b>Totals</b>	0	\$10,000



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input type="checkbox"/>            | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement ( <i>not required for GIA applications &lt;\$500</i> ). |
| <input type="checkbox"/>            | A copy of your annual report, if available ( <i>not required for GIA applications &lt;\$500</i> ).          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

March 31, 2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

CURRENT ASSETS	AS OF MARCH 01/2025	Feb 28, 26	Change in financial position from 2025/2026	
Chequing Account	4793.50	12609.37		
High Interest Savings Account	28226.85	28386.01		
Member Equity Shares	5.21	5.21		
<b>Total Assets 2024/2025</b>	<b>33025.56</b>	<b>41000.59</b>	<b>7975.03</b>	
<b>Total revenue 2025/2026</b>		<b>11394.22</b>		
<b>Interest income Savings Acct</b>		<b>179.15</b>		
<b>Cheques/Withdrawals</b>		<b>-8330.16</b>		
<b>James Willox annual zoom expense</b>		<b>-240.69</b>		
<b>Account fees</b>		<b>-7.50</b>		
<b>EXPENSES Details</b>				
<b>Jamie Willox zoom expense</b>		<b>-240.69</b>		
<b>Annual report filing charge</b>		<b>-40.00</b>		
<b>Grants in Aid requested totals</b>		<b>-8290.16</b>		
<b>Nancy Hendry Song West 1000.00</b>				
<b>Andrew Miller Video grant 465.16</b>				
<b>Margot Keene board walk revitalization 1825.00</b>				
<b>DEPOSITS Details</b>				
<b>Grant in Aid ACRD deposited</b>				

Not audited



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

<b>Organization Name:</b>	Alberni Valley Enhancement Association
<b>Society Number:</b> <i>(N/A for applications &lt;\$500)</i>	S0033700
<b>Contact Person:</b>	Scott Kenny
<b>Street Address:</b>	[REDACTED]
<b>City, Province, Postal Code:</b>	Port Alberni, BC, V9Y 7V6
<b>Phone:</b>	[REDACTED]
<b>Email:</b>	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

### Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit

*(specifically indicate which community or communities your organization services)*

World Rivers Day is celebrated annually on the fourth Sunday of September to honour and protect the world's waterways. Founded by river advocate Mark Angelo, it now involves millions of participants in over 100 countries.

The day highlights the ecological, cultural, and recreational importance of rivers, raises awareness of threats like pollution, climate change, and habitat loss, and promotes community-based stewardship.

In BC, BC Rivers Day began in 1980 and continues to inspire local events like Alberni Valley Rivers Day, which showcases the region's rich natural heritage.

This year's theme celebrates "the incredible natural, cultural, and recreational values of our rivers and streams in our communities."

Join us for the 5th Annual Alberni Valley Rivers Day on Sunday, September 27, 2026, from 10am to 3pm at Stamp Falls Provincial Park and Beaver Creek Community Hall.



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	Alberni Valley Rivers Day		
<b>Grant Amount Requested:</b>	\$500		
<b>In-kind Resources Requested:</b>	N/A		
<b>Project Start Date:</b>	09/27/26	<b>Project End Date:</b>	09/27/26
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> <b>Regional GIA</b> (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> <b>Alberni Valley &amp; Bamfield GIA</b> (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> <b>West Coast GIA</b> (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> <b>Bamfield Electoral Area GIA</b>		<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>	
<input checked="" type="checkbox"/> <b>Beaufort Electoral Area GIA</b>			
<input type="checkbox"/> <b>Long Beach Electoral Area GIA</b>			
<input type="checkbox"/> <b>Sproat Lake Electoral Area GIA</b>			
<input type="checkbox"/> <b>Beaver Creek Electoral Area GIA</b>			
<input type="checkbox"/> <b>Cherry Creek Electoral Area GIA</b>			
<b>Describe the specific activities of the project to which this Grant would be applied:</b> 900 character limit (be as specific as possible)			
<p>GIA funds will be used to cover the cost of traffic control/health and safety, as well as food for volunteers.</p> <p>Funds will also be used to purchase items including signage, flagging tape, craft supplies, and other related safety equipment, and contribute to high school students helping out with traffic control. Also, to provide lunch to volunteers for this community event.</p>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**  
*(Describe the expected outcomes and who will specifically benefit from this project)*

This annual event provides residents and visitors to the Alberni Valley the opportunity to attend a free family event to learn about salmon migration and life cycles, local watersheds, wildfire and more through fun activities and booths.

**Financial Information** *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
Traffic Control/Road Safety, Signage	\$300	\$300
Lunch (for volunteers)	\$200	\$200
<b>Totals</b>	<b>\$500</b>	<b>\$500</b>



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications &lt;\$500)</i> . |
| <input type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications &lt;\$500)</i> .          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

April 23, 2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

<b>Organization Name:</b>	Beaver Creek Community Club
<b>Society Number:</b> <i>(N/A for applications &lt;\$500)</i>	<b>S0003378</b>
<b>Contact Person:</b>	Jordan Oosterom
<b>Street Address:</b>	8505 beaver creek road
<b>City, Province, Postal Code:</b>	port alberni, V9Y8N9, BC
<b>Phone:</b>	[REDACTED]
<b>Email:</b>	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

**Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit**  
*(specifically indicate which community or communities your organization services)*

The Beaver Creek Community Hall Association is a not-for-profit organization that provides accessible community space, recreational opportunities, and social programming for residents of Beaver Creek and the surrounding Alberni-Clayoquot Region, Beaufort.

Our organization serves as a central gathering point for community events, recreation, and local initiatives. We support community well-being by maintaining and operating the community hall as a multi-purpose facility available for meetings, cultural activities, celebrations, and local programming.

Through volunteer coordination and community partnerships, we help facilitate events and initiatives that strengthen social connections, encourage active living, and improve quality of life in a rural setting where recreational infrastructure is limited.

Key benefits provided to the region include:  
Access to community space: We provide an affordable, accessible venue for community meetings, events, and programs that serve resident



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	2026 Pump Track		
<b>Grant Amount Requested:</b>	up to \$50,000.00		
<b>In-kind Resources Requested:</b>	Community Hall Support		
<b>Project Start Date:</b>	05/01/2026	<b>Project End Date:</b>	09/30/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA		<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>	
<input checked="" type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
<b>Describe the specific activities of the project to which this Grant would be applied:</b> 900 character limit (be as specific as possible)			
<p>This Grant would be applied to construction of a community pump track adjacent to the Beaver Creek Community Hall, photos attached. Activities include completing basic site preparation such as clearing, grading assessment, and drainage planning. Installing with a volunteer mountain bike group from port alberni a flow-based layout suitable for all ages and skill levels. Funds would also support earthworks and construction, including excavation, shaping of track features such as rollers and berms, compaction of riding surfaces, and installation of appropriate materials and drainage infrastructure. Additional activities include procurement and placement of construction materials, installation of any required signage and safety features, coordination of volunteer participation where appropriate, and final finishing with ash vault.</p>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**

*(Describe the expected outcomes and who will specifically benefit from this project)*

This project will benefit the community by providing a safe, accessible, and free recreational facility for residents of all ages in Beaver Creek and the surrounding Alberni-Clayoquot Region. The pump track will encourage active outdoor recreation, supporting physical health, coordination, and overall well-being while offering a positive alternative to screen-based and unsupervised street riding. It will create a dedicated space for youth engagement, skill development, and social interaction, helping to reduce isolation and strengthen community connection in a rural area with limited recreational infrastructure.

**Financial Information** *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
Slope+ Roll and Compact		
Pave with 2" hot asphalt		
Roll and Compact		
Square all ends and flare		
Trucking		
	45,600	
See quote attached called pump track		
taxes	2,451	
<b>Totals</b>	<b>48,051</b>	<b>\$ 0.00</b>



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement ( <i>not required for GIA applications &lt;\$500</i> ). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available ( <i>not required for GIA applications &lt;\$500</i> ).          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: Jordan Oosterom

Date: 04/20/2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

**BEAVER CREEK COMMUNITY CLUB**  
**STATEMENT OF INCOME AND EXPENSES**

December 31, 2025

(unaudited - for internal use only)

	<u>2024</u>	<u>2025</u>
<b>INCOME</b>		
Memberships Fees	\$ 410.00	375.00
Donations	\$ 59,682.00	3,042.60
Fundraising	\$ 1,433.35	644.25
Rentals	\$ 19,962.50	17,795.25
Interest Earned	\$ 30.13	18.05
<b>TOTAL INCOME</b>	<u>\$ 81,517.98</u>	<u>\$ 21,875.15</u>
<b>EXPENSES</b>		
Insurance	5,076.00	5,318.00
Office Supplies	490.59	462.62
Hall Supplies	2,429.22	2,946.23
Janitorial	-	825.00
Meeting Supplies	565.16	900.62
Miscellaneous Expenses	669.49	-
Community Events	3,328.95	900.39
Sunshine - Celebration/Sympathy	282.30	119.82
Repairs & Maintenance - Building	1,903.34	1,982.78
Repairs & Maintenance - Grounds	866.90	2,759.85
Maintenance Projects	3,684.25	-
Capital Projects - Pavilion Construction	63,051.89	-
Utilities - hydro, internet/phone, garbage	6,255.77	7,330.50
<b>TOTAL EXPENSES</b>	<u>88,603.86</u>	<u>23,545.81</u>
 <b>NET INCOME (loss)</b>	 <u>(7,085.88)</u>	 <u>(1,670.66)</u>



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

<b>Organization Name:</b>	Clayoquot Action Society
<b>Society Number:</b> <i>(N/A for applications &lt;\$500)</i>	S-0061069
<b>Contact Person:</b>	Dan Lewis
<b>Street Address:</b>	368 Main St
<b>City, Province, Postal Code:</b>	Tofino, BC, V0R2Z0
<b>Phone:</b>	[REDACTED]
<b>Email:</b>	dan@clayoquotaction.org
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

**Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit**

*(specifically indicate which community or communities your organization services)*

Clayoquot Action is a grassroots non-profit organization committed to protecting the biocultural diversity of Clayoquot Sound. Our goals are accomplished through community services such as public education, citizen research, monitoring, and advocacy work. As access to nature is central to the physical, spiritual and economic health of Pacific Rim communities, conservation is fundamental to community wellbeing. By providing community engagement opportunities through environmental education and advocacy, we help direct community decisions and actions. This includes working with community partners such as the Tla-o-qui-aht First Nations and the District of Tofino to prioritize conservation initiatives and address environmental concerns.



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	Summer Education Program		
<b>Grant Amount Requested:</b>	\$2000		
<b>In-kind Resources Requested:</b>			
<b>Project Start Date:</b>	05/18/2026	<b>Project End Date:</b>	08/29/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input checked="" type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
<b>Describe the specific activities of the project to which this Grant would be applied:</b> <i>900 character limit (be as specific as possible)</i>			
<p>In helping fund Clayoquot Action's Summer Education Program, the Grant-In-Aid would support running our organization's education and outreach booth every Saturday at the Tofino Market. This would include supporting market booth fees and transportation costs. Moreover, these funds would help cover the costs to run our free weekly screening as part of the program to educate the community about local conservation efforts. Specifically, supporting the cost of renting the community theatre and a welcome from local Indigenous educators. Other program expenses as outlined in the budget will be covered by funding from Canada Summer Jobs and local business partners.</p>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**

*(Describe the expected outcomes and who will specifically benefit from this project)*

Last year, through our Summer Education Program, Clayoquot Action engaged with nearly 1500 visitors and community members between our education and outreach booth and our free community film nights. This is beneficial to the community as it increases awareness and responsibility through environmental education in an accessible and fun way. This program also creates a strong volunteer network, giving residents an opportunity to get involved in their local community. In 2025, between the markets and film screenings we had 25 volunteers donate 141 hours of volunteer time to supporting the Summer Education Program.

**Financial Information** *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
Printed promotional and educational media	3000	
Paid advertising	1000	
Graphic design work for program materials	500	
Market booth rental	364.50	364.50
Community theatre rental	2,210.25	1000
Indigenous presenter	1,350	635.50
Summer Intern (Canada Summer Jobs grant confirmed)	7,200	
Program Coordinator	3,000	
<b>Totals</b>	<b>18,624.75</b>	<b>2000</b>



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement ( <i>not required for GIA applications &lt;\$500</i> ). |
| <input type="checkbox"/>            | A copy of your annual report, if available ( <i>not required for GIA applications &lt;\$500</i> ).          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

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Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

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Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

April 30, 2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

# Statement of Financial Position

## Clayoquot Action Society

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
1010 Cash Clearing	\$0.00
1020 Petty Cash	\$250.00
1050 CCCU MAIN (Chq) - 3543	\$43,586.51
1055 CCCU Salmon People - 2660	\$0.00
1060 CCCU Deposits (Sav) - 8491	\$0.00
1061 CCCU Warrior Family - 1218	\$0.00
1065 CCCU PARKING LOT - 2360	\$82,487.77
<b>Total for Cash and Cash Equivalent</b>	<b>\$126,324.28</b>
Accounts Receivable (A/R)	
1070 Accounts Receivable (A/R)	\$2,850.00
<b>Total for Accounts Receivable (A/R)</b>	<b>\$2,850.00</b>
1067 Payroll Advances	
	\$0.00
1068 Security Deposits	
	\$3,100.00
1075 Prepayments	
	\$3,212.04
<b>Total for Current Assets</b>	<b>\$135,486.32</b>
Non-current Assets	
Property, plant and equipment	
1510 Computer Equipment	\$8,279.84
1520 Camera Equipment	\$4,897.82
1530 Office Furniture / Repairs	\$13,746.45
<b>Total for Property, plant and equipment</b>	<b>\$26,924.11</b>
<b>Total for Non-current Assets</b>	<b>\$26,924.11</b>
<b>Total for Assets</b>	<b>\$162,410.43</b>
<hr/>	
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2100 Accounts Payable (A/P)	\$2,904.04
<b>Total for Accounts Payable (A/P)</b>	<b>\$2,904.04</b>
Credit Cards	
1080 Visa 3359	\$0.00
1081 Visa 4291	\$0.00
1083 MC Dan 8326	\$176.11
1084 MC Bonny 2281	\$198.78
1085 MC Mishele 0954	\$885.74
<b>Total for Credit Cards</b>	<b>\$1,260.63</b>
2110 Visa Payable	\$0.00
2255 GST/HST Payable	\$0.00
2260 Deferred Revenue	\$22,760.89
Direct Deposit Payable	\$0.00

# Statement of Financial Position

Clayoquot Action Society

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Payroll Liabilities	\$0.00
British Columbia WSBC	\$0.00
Federal Taxes	\$4,343.66
<b>Total for Payroll Liabilities</b>	<b>\$4,343.66</b>
<b>Total for Current Liabilities</b>	<b>\$31,269.22</b>
<b>Total for Liabilities</b>	<b>\$31,269.22</b>
Equity	
3700 Retained Earnings	\$143,873.40
Net Income	-\$12,732.19
<b>Total for Equity</b>	<b>\$131,141.21</b>
<b>Total for Liabilities and Equity</b>	<b>\$162,410.43</b>

Statement of Activity  
Clayoquot Action Society  
January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Income</b>	
4000 Donations	
4010 One-Time Donations	\$18,602.52
4020 One-Time Donations \$947.70+	\$15,458.84
4040 Monthly Donations	\$38,502.47
4050 Local Business Donations	\$25,426.00
<b>Total for 4000 Donations</b>	<b>\$97,989.83</b>
4200 Events	
4210 Miscellaneous Events	\$1,259.91
4230 Summer Shows	\$10,113.29
4240 Tofino Adventure Film Festival	\$17,254.77
<b>Total for 4200 Events</b>	<b>\$28,627.97</b>
4400 Other Revenues	
4440 Interest Revenue	\$85.40
4450 Contract Revenue	\$1,750.00
4460 Miscellaneous Revenue	\$199.99
4500 Government Grants	\$15,482.00
4620 Foundation Grants	\$170,612.50
<b>Total for 4400 Other Revenues</b>	<b>\$188,129.89</b>
<b>Total for Income</b>	<b>\$314,747.69</b>
<b>Gross Profit</b>	
<b>\$314,747.69</b>	
<b>Expenses</b>	
5600 Administration	
5605 Webhosting Expense	\$929.45
5610 Accounting	\$2,145.75
5611 Legal Fees	\$1,874.32
5615 Office Supplies	\$2,419.61
5625 Telephone / Internet	\$3,811.55
5635 Postage/Shipping	\$795.55
<b>Total for 5600 Administration</b>	<b>\$11,976.23</b>
5637 Bank & Other Fees	\$766.09
5640 Credit Card Processing Fees	\$3,351.95
5645 Bank Fees	\$452.52
5680 Dues, Fees & Licensing	\$495.95
<b>Total for 5637 Bank &amp; Other Fees</b>	<b>\$5,066.51</b>
5715 Marketing & Promotion	
5720 Media & Advertising	\$1,895.25
5725 Promotions & Publicity	\$14,164.43
5730 Web Design	\$6,410.00
5735 Camera Equipment	\$641.84
5740 Film Production	\$1,630.69
5760 Printing	\$6,572.78
<b>Total for 5715 Marketing &amp; Promotion</b>	<b>\$31,314.99</b>

Statement of Activity  
Clayoquot Action Society  
January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
5800 Miscellaneous Expenses	\$109.75
5805 Reference Material	\$78.00
5811 Event Expense	\$7,762.27
5812 Market Stall/Hall Rental	\$10,537.50
5813 Mileage	\$4,036.00
5815 Miscellaneous Expenses	\$52.23
5820 Travel	\$3,806.76
5825 Field Trip Expense	\$15,042.60
5830 Meeting Expense	\$3,685.59
5835 Volunteer Expense	\$515.23
5840 Training & Education	\$3,872.92
5845 Indigenous Knowledge Keepers / Elders Honorarium	\$3,399.97
5850 Indigenous Support Grants	\$310.00
<b>Total for 5800 Miscellaneous Expenses</b>	<b>\$53,208.82</b>
5900 Rent	\$34,532.44
5920 Office Insurance	\$1,426.00
5925 Utilities	\$747.16
<b>Total for 5900 Rent</b>	<b>\$36,705.60</b>
6000 Payroll Expenses	
6010 Taxes	\$13,306.90
6020 Wages	\$176,524.29
<b>Total for 6000 Payroll Expenses</b>	<b>\$189,831.19</b>
<b>Total for Expenses</b>	<b>\$328,103.34</b>
Other Expenses	
Reconciliation Discrepancies	-\$623.46
<b>Total for Other Expenses</b>	<b>-\$623.46</b>
<b>Profit</b>	<b>-\$12,732.19</b>



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

Organization Name:	Sproat Lake Community Association
Society Number: <i>(N/A for applications &lt;\$500)</i>	S-4396
Contact Person:	David Brooks
Street Address:	[REDACTED]
City, Province, Postal Code:	Port Alberni, BC V9Y
Phone:	[REDACTED]
Email:	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

### Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit

*(specifically indicate which community or communities your organization services)*

The SLCA owns, operates and maintains the Sproat Lake Community Hall which is the designated Emergency Support Services Site for Area D within the ACRD Emergency Management Plan. As a result of this designation the SLCA must be able to provide reception services and group lodging for residents and visitors should an emergency occur. We are currently ill-equipped to handle any such emergency. In the event of an emergency one of the first problems encountered is a loss of electricity. Should that happen the Hall would not have access to water, heat or cooling, kitchen facilities or any method of communication. It would be rendered totally ineffective as an emergency support site.



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	Standby generator		
<b>Grant Amount Requested:</b>	\$22,743.88		
<b>In-kind Resources Requested:</b>	N/A		
<b>Project Start Date:</b>	05/01/2026	<b>Project End Date:</b>	05/01/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/>	Regional GIA (regional projects that benefit residents & visitors across the ACRD)		
<input type="checkbox"/>	Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)		
<input type="checkbox"/>	West Coast GIA (projects that benefits residents & visitors on the West Coast)		
<input type="checkbox"/>	Bamfield Electoral Area GIA	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i>  <i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>	
<input type="checkbox"/>	Beaufort Electoral Area GIA		
<input type="checkbox"/>	Long Beach Electoral Area GIA		
<input checked="" type="checkbox"/>	Sproat Lake Electoral Area GIA		
<input type="checkbox"/>	Beaver Creek Electoral Area GIA		
<input type="checkbox"/>	Cherry Creek Electoral Area GIA		
<b>Describe the specific activities of the project to which this Grant would be applied:</b> 900 character limit (be as specific as possible)			
<p>To supply and install a standby generator at the Sproat Lake Community Hall. The generator will be permanently tied into the electrical system operate off of existing propane supplies. The proposed 24 Kw generator, an upgrade from the basic quote, would be sufficient to power the Hall and all basic facilities.</p>			





## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement ( <i>not required for GIA applications &lt;\$500</i> ). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available ( <i>not required for GIA applications &lt;\$500</i> ).          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

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Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: David Brooks

Date: 03/16/2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

**SPROAT LAKE COMMUNITY ASSOCIATION**  
**STATEMENT OF RECEIPTS AND DISBURSEMENTS**  
**February 23, 2024 to February 28, 2025**

	<b>Current Year</b>	<b>Prior Year</b>
<b>RECEIPTS</b>		
Bomber event	\$ 18,408.56	\$ 2,735.00
Water Testing	2,560.00	350.00
Hall Rental	3,892.00	1,000.00
Storage Rental	1,128.80	200.00
Deposit hall rental		11,900.00
ACRD tax proceeds	11,900.00	1,160.29
Miscellaneous & interest	1,270.03	
Bomber Raffle	15,460.00	-
Bomber Raffle disbursements	- 2,142.42	
Pickle Ball	6,039.34	4,261.26
Total receipts	58,516.31	21,606.55
 <b>DISBURSEMENTS</b>		
Bank Charges	139.81	42.00
Office supplies	336.34	920.11
Filing fees -Stewardship	240.00	90.00
Alarm system	518.93	476.82
Island Timberlands - License	682.50	1,365.00
- Property Tax		87.85
Hall Maintenance & Supplies	2,701.82	2,631.17
Hydro	2,046.91	1,664.42
Superior Propane	881.98	178.08
Insurance	7,091.00	5,775.00
Water Testing	2,831.62	3,044.97
Website	377.11	505.26
Mileage for Water testing	125.00	225.00
Clean beaches , clean hall	2,429.73	3,003.00
Public meetings & media	92.30	670.52
Refund deposit rental	-	100.00
Hall Projects, heat pumps,bar , n mtg rm	45,452.75	28,908.00
Court projects	14,729.65	8,771.15
Total disbursements	80,677.45	58,458.35
 <b>INCREASE (DECREASE) Current year</b>	- 22,161.14	- 36,851.80
 Opening; Bank	\$ 1,010.09	\$ 18,444.60
Transfer to /from GIC	-	-
Opening; GICs	47,470.52	44,895.98
Opening Community works Fund	53,088.69	75,080.52
Current period activities	(22,161.14)	(36,851.80)
Total	\$ 79,408.16	\$ 101,569.30
 <b>BALANCES</b>		
Bank Current Account	\$ 12,237.64	\$ 1,010.09
GIC 1 redeemable	50,000.00	5,470.52
GIC 2 redeemable	5,703.02	30,000.00
GIC 3 redeemable	11,467.50	12,000.00
Community Works Fund for Courts	-	13,080.93
Community Works Fund for Hall Upgrade	-	40,007.76
<b>Total Balance</b>	\$ 79,408.16	\$ 101,569.30



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

Organization Name:	Sproat Lake Community Association
Society Number: <i>(N/A for applications &lt;\$500)</i>	S-4386
Contact Person:	David Brooks
Street Address:	[REDACTED]
City, Province, Postal Code:	Port Alberni, BC, V9Y 8Z3
Phone:	[REDACTED]
Email:	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

### Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit

*(specifically indicate which community or communities your organization services)*

The SLCA represents the Sproat Lake community and extends to all people within Area D of the ACRD. The Association owns, operates and maintains the Sproat Lake Community Hall which is the designated Emergency Support Services site for residents of Area D, as well as anyone visiting the area at a time of emergency, within the ACRD Emergency Management Plan. The Association also provides pickleball facilities to a very active pickleball community including guest players from the Alberni valley and beyond. The community hall is used regularly by members of the public for functions such as weddings and birthday parties.



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	Water supply well		
<b>Grant Amount Requested:</b>	\$20,000		
<b>In-kind Resources Requested:</b>	N/A		
<b>Project Start Date:</b>	03/13/2026	<b>Project End Date:</b>	03/13/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> <b>Regional GIA</b> (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> <b>Alberni Valley &amp; Bamfield GIA</b> (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> <b>West Coast GIA</b> (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> <b>Bamfield Electoral Area GIA</b>	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i>		
<input type="checkbox"/> <b>Beaufort Electoral Area GIA</b>			
<input type="checkbox"/> <b>Long Beach Electoral Area GIA</b>			
<input checked="" type="checkbox"/> <b>Sproat Lake Electoral Area GIA</b>			
<input type="checkbox"/> <b>Beaver Creek Electoral Area GIA</b>			
<input type="checkbox"/> <b>Cherry Creek Electoral Area GIA</b>			
<i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>			
<b>Describe the specific activities of the project to which this Grant would be applied:</b>			
900 character limit (be as specific as possible)			
<p>The SLCA community hall must be able to provide reception services and group lodgings for residents and visitors should an emergency occur. It is also used regularly by members of Area D for recreation and functions. Currently, our water supply is grossly inadequate and not controlled by the SLCA. Our water supply originates from a pump at the soon to be vacated Bomber Base owned by Mosaic forestry. The pump and breaker are located on a dock that is inaccessible to the SLCA. We are uncertain that power will be continued to the pump when Coulson Aviation vacates the site. The water first services the Bomber Base and the caretaker's residence. Whatever is left, if any, then makes its way to the hall. A recent break in the line left the hall without water. An independent well would supply the hall with a proper supply of water that the SLCA would have control over.</p>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**  
*(Describe the expected outcomes and who will specifically benefit from this project)*

see above

<b>Financial Information</b> <i>(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).</i>		
<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
6 inch well to 200 feet deep	\$ 12,260.00	
pump, compression tank, water lines etc.	\$ 6,761.12	
additional well depth if necessary/foot	\$ 200.00	
		\$ 20,000.00
<b>Totals</b>	\$ 19,221.12	\$ 20,000.00



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications &lt;\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications &lt;\$500)</i> .          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

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**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: David Brooks

Date: 03/13/2026

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**SPROAT LAKE COMMUNITY ASSOCIATION**  
**STATEMENT OF RECEIPTS AND DISBURSEMENTS**  
**February 23, 2024 to February 28, 2025**

	Current Year	Prior Year
<b>RECEIPTS</b>		
Bomber event	\$ 18,408.56	\$ 2,735.00
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Storage Rental	1,128.80	200.00
Deposit hall rental		11,900.00
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Miscellaneous & interest	1,270.03	
Bomber Raffle	15,460.00	-
Bomber Raffle disbursements	- 2,142.42	
Pickle Ball	6,039.34	4,261.26
Total receipts	<u>58,516.31</u>	<u>21,606.55</u>
 <b>DISBURSEMENTS</b>		
Bank Charges	139.81	42.00
Office supplies	336.34	920.11
Filing fees -Stewardship	240.00	90.00
Alarm system	518.93	476.82
Island Timberlands - License	682.50	1,365.00
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Website	377.11	505.26
Mileage for Water testing	125.00	225.00
Clean beaches , clean hall	2,429.73	3,003.00
Public meetings & media	92.30	670.52
Refund deposit rental	-	100.00
Hall Projects, heat pumps,bar , n mtg rm	45,452.75	28,908.00
Court projects	14,729.65	8,771.15
Total disbursements	<u>80,677.45</u>	<u>58,458.35</u>
 <b>INCREASE (DECREASE) Current year</b>	 - 22,161.14	 - 36,851.80
 Opening; Bank	\$ 1,010.09	\$ 18,444.60
Transfer to /from GIC	-	-
Opening; GICs	47,470.52	44,895.98
Opening Community works Fund	53,088.69	75,080.52
Current period activities	<u>(22,161.14)</u>	<u>(36,851.80)</u>
 Total	 \$ <u>79,408.16</u>	 \$ <u>101,569.30</u>
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Bank Current Account	\$ 12,237.64	\$ 1,010.09
GIC 1 redeemable	50,000.00	5,470.52
GIC 2 redeemable	5,703.02	30,000.00
GIC 3 redeemable	11,467.50	12,000.00
Community Works Fund for Courts	-	13,080.93
Community Works Fund for Hall Upgrade	-	40,007.76
 <b>Total Balance</b>	 \$ <u>79,408.16</u>	 \$ <u>101,569.30</u>



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

Organization Name:	Sproat Lake Canoe Club
Society Number: <i>(N/A for applications &lt;\$500)</i>	S0047051
Contact Person:	Roy James
Street Address:	[REDACTED]
City, Province, Postal Code:	Port Alberni
Phone:	[REDACTED]
Email:	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

### Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit

*(specifically indicate which community or communities your organization services)*

We hold a Youth Outrigger Canoe Change Race on Sproat Lake every year, the second week-end in August. The race is designed to create community, comradeship, physical endurance and adventure for the youth who participate as well as any novice paddlers. The race is 10K long in and around Sproat Lake, and consists of having the paddlers jump out of the boat after 1K, another youth gets into the boat and they continue paddling on. We utilize chase boats and operate with the utmost safety protocols. The race is sanctioned by CORA, The Canadian Outrigger Racing Association <https://www.canadianoutrigger.ca/>.



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:	Sproat Lake Youth Outrigger Canoe Race		
Grant Amount Requested:	\$1200.00		
In-kind Resources Requested:			
Project Start Date:	02/01/2026	Project End Date:	08/09/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input checked="" type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
<i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>			
<b>Describe the specific activities of the project to which this Grant would be applied:</b>			
900 character limit (be as specific as possible)			
<p>The grant would assist in the overall expenses required for a race of this type. A safety boat must be assigned to each team. In order to address safety issues we now issue team shirts to each paddler that are not only dry fit but easy to see. As this is a youth race we require that all youth stay in one place, coaches from Victoria Youth Paddling Club Society will also be chaperoning. Breakfast and snacks are also provided, again to keep everyone in place. Port a Potties must be rented as well. As such the grant is also being requested in order to adhere to safety for youth.</p> <p>Gas will be supplied to all safety boats.</p>			



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

**Describe how this project will benefit the community: 650 character limit**

*(Describe the expected outcomes and who will specifically benefit from this project)*

Sproat Lake provides the kind of waters that are not only warm but safe. There are few lakes on Vancouver Island that allow for these two very important factors. When the youth are jumping out of the moving canoe they are not shocked as they enter the water. In waters that are colder paddlers can suffer from shock when, in essence, hitting the water.

The youth paddling clubs of BC have been working together to find such as location as this to enjoy an event that is for youth (and some novice) only. This is rare.

**Financial Information** *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

<b>Item Description</b> <i>(be as specific as possible)</i>	<b>Cost</b>	<b>Amount Requested from ACRD</b>
On site tenting	\$ 600.00	\$ 300.00
Port a Potties	\$ 600.00	\$ 300.00
Escort Boat gas	\$ 400.00	\$ 200.00
Team Shirts (must be dry fit and bright yellow)	\$ 1,000.00	\$ 300.00
Food, breakfast and snacks	\$ 300.00	\$ 100.00
<b>Totals</b>	<b>\$ 2,900.00</b>	<b>\$ 1,200.00</b>



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/>            | Copy of your groups most recent financial statement ( <i>not required for GIA applications &lt;\$500</i> ). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available ( <i>not required for GIA applications &lt;\$500</i> ).          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature:           *Roy James*          

Date:           02/05/2026          

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

Financial Statements - 2025  
Sproat Lake Canoe Club

	for Year ending	'March 31/2025	'March 31/2024
<b>Assets</b>	Bank	#VALUE!	11,668.18
	GIC	25,466.11	18,425.68
	Boats & Equipment	23,038.00	23,038.00 *
	Prepaid Expense	4,000.00	****
	<b>Total Assets</b>	#VALUE!	53,131.86
<b>Liabilities</b>	Accts Payable	0.00	0.00
	<b>Total Assets - Liabilities</b>	#VALUE!	53,131.86
<b>Equity</b>	Opening Equity	53,131.86	49,813.42
	Surplus	5,146.08	3,318.44
	Closing Equity	58,277.94	53,131.86
<b>Revenue</b>	Paddling Fees	5650.00	6,180.00
	Club Membership	250.00	255.00
	Interest	1058.02	658.41
	Other Revenue (CORA Grant)		1,000.00
	Donation in Kind	900.00	900.00
	<b>Total Revenue</b>	7,858.02	8,993.41
<b>Expenses</b>	Equipment	451.94	3,124.57
	SL Hall Rental	250.00	250.00
	Supply	32.11	17.95
	CORA Membership	150.00	150.00
	Admin Expense	266.82	378.39 **
	Advertising	121.80	33.60
	Sproat Lake Regatta	100.00	
	Misc	439.27	820.46 ***
	Donation in Kind	900.00	900.00
	<b>Total Expenses</b>	2,711.94	5,674.97
	<b>Surplus</b>	5,146.08	3,318.44

In Kind Donations Received (moorage)

\* Purchase price of Assets

\*\* includes teamsnap \$149.99 US

\*\*\*Includes gift for Marinas, Christmas Party, lock change at hall

\*\*\*\*down payment on Mirage OC6.

Reviewed by Angela DeBruijn



## 2026 ACRD GRANT-IN-AID APPLICATION FORM

### ORGANIZATION INFORMATION

<b>Organization Name:</b>	Cherry Creek Community Recreation Commission
<b>Society Number:</b> <i>(N/A for applications &lt;\$500)</i>	S005580
<b>Contact Person:</b>	Deana Horton
<b>Street Address:</b>	3720 Moore Road
<b>City, Province, Postal Code:</b>	Port Alberni, BC V9Y 8p9
<b>Phone:</b>	[REDACTED]
<b>Email:</b>	[REDACTED]
<b>Identify your Organization Type</b> (see <a href="#">GIA Policy</a> for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications &lt;\$500, on a one-time basis only)</i>

### Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region: 1000 character limit

*(specifically indicate which community or communities your organization services)*

Cherry Creek Community Recreation Commission sponsors an annual Halloween event for the community, with a fire works display. We also coordinate and sponsor an annual "Christmas in the Country" Craft Fair. We provide space for many talented crafter's and organize the kitchen in order to provide lunch for the shoppers. This event is one of the primary fundraisers. We have offered space to several youth groups including Alberni District 4H Council, Scouts, Beavers, Brownies, Pathfinders. Other groups that currently use or have used the Cherry Creek Community Hall include Rock and Gem club, Alcoholics Anonymous, SPCA and their annual fundraiser, 2308 Army Cadets, Kuu-us Crises Services, Special Olympics, Cherry Creek Waterworks District, Cherry Creek Volunteer firemen, co-ed fitness, boot camp, Alberni Valley Kennel Club, yoga-including classes for seniors, polling stations for provincial, federal, regional and school district elections, rental facilities and the park and field



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

PROJECT INFORMATION			
<b>Project Name:</b>	Cherry Creek Community Recreation Kitchen Update		
<b>Grant Amount Requested:</b>	22000		
<b>In-kind Resources Requested:</b>			
<b>Project Start Date:</b>	09/01/2026	<b>Project End Date:</b>	11/30/2026
<b>Identify the Grant-in-Aid Category you are applying to (select one option only):</b>			
<input type="checkbox"/> <b>Regional GIA</b> (regional projects that benefit residents & visitors across the ACRD)			
<input type="checkbox"/> <b>Alberni Valley &amp; Bamfield GIA</b> (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> <b>West Coast GIA</b> (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> <b>Bamfield Electoral Area GIA</b>		<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek &amp; Cherry Creek Electoral Areas).</i>	
<input type="checkbox"/> <b>Beaufort Electoral Area GIA</b>			
<input type="checkbox"/> <b>Long Beach Electoral Area GIA</b>			
<input type="checkbox"/> <b>Sproat Lake Electoral Area GIA</b>			
<input type="checkbox"/> <b>Beaver Creek Electoral Area GIA</b>			
<input checked="" type="checkbox"/> <b>Cherry Creek Electoral Area GIA</b>			
<i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>			
<b>Describe the specific activities of the project to which this Grant would be applied:</b>			
900 character limit (be as specific as possible)			
<p>Cherry Creek Community Hall has been the heart of the Cherry Creek Community for over fifty years. With the closure of Cherry Creek School, this central facility has been needed more than ever for its residents. However, please note that the Cherry Creek Community Hall not only serves the residents of Cherry Creek, but all of the residents of the Alberni Clayoquot Regional District and the City of Port Alberni with its many special events and sponsorship of youth groups and community groups. Cherry Creek Community Hall is a designated reception center and is part of the Alberni Valley Emergency Program. The hall is located adjacent to the Cherry Creek Fire Hall and is available to assist in any kind of disaster. Cherry Creek Community Hall is set up to provide all needs including registration, group lodging and feeding. For youth, meetings, fundraisers, non-profit organizations meetings.</p>			





## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION DECLARATION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.  |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.  |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.   |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2027, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.   |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.   |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.                                    |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.   |

### ATTACHMENTS TO INCLUDE WITH THIS FORM

- |                                     |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications &lt;\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications &lt;\$500)</i> .          |



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or deliver to:

Alberni-Clayoquot Regional District  
Grant-in-Aid Program  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

***Application deadline is April 30, 2026.***

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email [GIA@acrd.bc.ca](mailto:GIA@acrd.bc.ca) or via phone at 250-720-2700.

**Declaration:** I declare that the information provided in this application is true and accurate to the best of my knowledge.

**Signature:** DHORTON

**Date:** 04/28/2026

*Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to [foi@acrd.bc.ca](mailto:foi@acrd.bc.ca).*

# Cherry Creek Community Recreation Commission

## Income Statement 01/04/2025 to 31/01/2026

### REVENUE

<b>Sales Revenue</b>	
Hall Rentals	20,579.80
Craft Fair	5,858.60
Basement Rental	14,500.00
Courses	1,710.00
Donations	375.93
Grants	22,000.00
Fundraisers	23,823.29
<b>Net Sales</b>	<u>88,847.62</u>
<b>TOTAL REVENUE</b>	<u>88,847.62</u>

### EXPENSE

<b>General &amp; Administrative Expenses</b>	
Advertising & Promotions	374.00
Board Appreciation	161.28
Business Fees & Licenses	40.00
Courses	1,600.00
Craft Fair	403.17
Hall Supplies/Equipment	2,711.94
Insurance	11,732.00
Interest & Bank Charges	58.92
Office Supplies	113.02
Yard & Park	1,350.71
Hall Maintenance	25,693.59
Hall Cleaning	3,280.97
Fundraising Expenses	6,203.17
Telephone	1,175.54
Halloween	375.93
Utilities	8,577.91
<b>Total General &amp; Admin. Expenses</b>	<u>63,852.15</u>
<b>TOTAL EXPENSE</b>	<u>63,852.15</u>
<b>NET INCOME</b>	<u><u>24,995.47</u></u>

Cherry Creek Community Recreation Commission  
2025/2026 Budget

	April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Revenue</b>													
Hall Rentals	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	14,400.00
Fairs	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	3,500.00
Basement Rental	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	19,200.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00
Fundraisers	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	0.00	0.00	0.00	12,000.00
<b>Total Revenue</b>	<b>10,300.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>24,800.00</b>	<b>8,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>69,100.00</b>
<b>Expenses</b>													
Bursary	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
Insurance	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	11,400.00
Yard & Park	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Hall Cleaning	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	4,800.00
Hall Maintenance	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	100.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	11,100.00
Shaw Cable	136.00	136.00	136.00	136.00	136.00	136.00	136.00	136.00	136.00	136.00	136.00	136.00	1,632.00
Nicklin Waste	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	1,008.00
BC Hydro	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	9,600.00
Superior Propane	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00	130.00	1,560.00
Office	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
Grant Upgrade	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00
<b>Total Expenses</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>4,420.00</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>3,020.00</b>	<b>23,920.00</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>3,920.00</b>	<b>66,640.00</b>
<b>Net Income(Loss)</b>	<b>6,380.00</b>	<b>-1,120.00</b>	<b>-1,120.00</b>	<b>-1,620.00</b>	<b>-1,120.00</b>	<b>-1,120.00</b>	<b>-220.00</b>	<b>880.00</b>	<b>4,880.00</b>	<b>-1,120.00</b>	<b>-1,120.00</b>	<b>-1,120.00</b>	<b>2,460.00</b>



**To:** Alberni-Clayoquot Regional District Board of Directors

**From:** Shane Koren, Acting Chief Financial Officer  
Daniel Zayonc, Bamfield Fire Chief  
Mike Cann, Sproat Lake Fire Chief

**Meeting Date:** June 10, 2026

**Subject:** Bylaw F1174-1 – 2026-2030 Financial Plan Amendment – Bamfield Fire Protection – West Side Transport Vehicle Addition – Sproat Lake Fire Protection – Harold Bishop Hall Printer Addition & Truck #43 Replacement additional Pump and Roll Nozzle

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.***

***THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.***

***THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.***

***THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”.***

**Desired Outcome:**

To amend the 2026 to 2030 Financial Plan to:

- Bamfield Fire Protection - Include an additional 2026 capital project for a west side transport vehicle allowing for first response, which was not originally budgeted for.
- Sproat Lake Fire Protection – Include an additional 2026 capital project for a Harold Bishop Hall printer and an increase to the 2026 capital project Truck #43 Replacement for a pump and roll nozzle, which was not originally budgeted for.

**Summary:**

*Bamfield Fire Protection:*

The desired unit is a utility task vehicle with a full bed that can transport three first responders and a patient. The unit will be road legal and service as a multifunctional support transport vehicle (first response and fire). The Bamfield Volunteer Fire Department provides both fire and first response services to east Bamfield, west Bamfield, and Anacla.

*Sproat Lake Fire Protection:*

The addition of a Harold Bishop Hall printer has been deemed necessary to ensure fire department operations and functionality.

The addition of a pump and roll nozzle to the Truck #43 Replacement which aims to provide a more versatile fire service capacity, additional bush fire support, and can expand opportunities to be called on for BC Wildfire Service deployments.

**Time Requirements – Staff & Elected Officials:**

This amending process, contract administration, and project oversight will require approximately 20 hours of staff time.

**Financial:**

A draft of Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment has been attached for consideration.

The amendment proposes

- Bamfield Fire Protection
  - An additional expenditure of \$50,000 for the 2026 Bamfield Fire Protection Capital budget – West Side Transport Vehicle to the 2026 fiscal year. This does not affect the annual tax requisition in the 2026-2030 Financial Plan.
- Sproat Lake Fire Protection
  - Operating Budget
    - Expense Category 220 – Contribution to Capital Fund – increase of \$5,243 to \$410,596
    - Expense Category 257 – Operating Costs – decrease of \$5,243 to \$168,788
  - Capital Budget
    - An increase to the Contribution from operating fund and an additional expenditure of \$5,243 flows to the 2026 Sproat Lake Fire Protection Capital budget for the purchase of a Harold Bishop Hall printer.
    - An expenditure increase of \$32,000 for the 2026 Sproat Lake Fire Protection Capital budget – Truck #43 replacement for the addition of a pump and roll nozzle.
  - This does not affect the annual tax requisition in the 2026-2030 Financial Plan.

**Strategic Plan Implications:**

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

**Policy or Legislation:**

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

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

**Options Considered:**

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

Submitted by: Shane Koren  
Shane Koren, CPA, Acting Chief Financial Officer

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

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



## Alberni-Clayoquot Regional District

### Bylaw No. F1174-1

#### A bylaw to amend the 2026 to 2030 Financial Plan

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**WHEREAS** the Regional District Board has adopted a five-year financial plan bylaw cited as “Bylaw F1174, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan”;

**AND WHEREAS** the Regional District Board wishes to proceed with the capital purchase of a West Side Transport Vehicle for the Bamfield Fire Protection service that was not originally included in the 2026 budget, and to proceed with the capital purchase of a Harold Bishop Hall Printer and a capital expenditure increase to the Truck #43 Replacement for a Pump and Roll Nozzle for the Sproat Lake Fire Protection service that was not originally included in the 2026 budget, deeming it necessary to amend Bylaw F1174.

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

1. “Bylaw F1174, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan” is hereby amended by replacing pages 72, being the Capital Fund Financial Plan for Bamfield Fire Protection, of Schedule “A”, with the attached which forms part of this bylaw.
2. “Bylaw F1174, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan” is hereby amended by replacing pages 77 and 78, being the Operating Budget and Capital Fund Financial Plan for Sproat Lake Fire Protection, of Schedule “A”, with the attached which forms part of this bylaw.
3. This Bylaw may be cited as **“Bylaw F1174-1, 2026 to 2030 Alberni-Clayoquot Regional District Financial Plan Amendment”**.

Read a first time this                      day of                      , 2026.

Read a second time this                      day of                      , 2026.

Read a third time this                      day of                      , 2026.



**030 - Bamfield Fire Protection**

CAPITAL FUND	2025 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Balance, beginning of year	\$ 271,578	\$ 271,578	\$ 361,583	\$ 115,919	\$ 52,252	\$ 137,824	\$ 280,782
Contribution from operating fund	171,141	171,141	178,036	111,233	122,172	136,758	149,227
Community Works Fund transfer	-	518,000	518,000	-	-	-	-
Interest earnings	8,152	18,500	21,300	5,100	3,400	6,200	10,700
<i>Less - capital expenditures</i>							
East Bamfield firehall upgrade	-	-	20,000	30,000	40,000	-	-
Fire boat upgrades	89,288	90,000	-	-	-	-	-
Fire float upgrades	-	-	75,000	-	-	-	-
Fire truck	-	-	300,000	150,000	-	-	300,000
West Bamfield firehall replacement	-	518,000	518,000	-	-	-	-
West Side Transport Vehicle	-	-	50,000	-	-	-	-
Total capital expenditures	89,288	608,000	963,000	180,000	40,000	-	300,000
<b>BALANCE, END OF YEAR</b>	<b>\$ 361,583</b>	<b>\$ 371,219</b>	<b>\$ 115,919</b>	<b>\$ 52,252</b>	<b>\$ 137,824</b>	<b>\$ 280,782</b>	<b>\$ 140,710</b>

Operating Budget

**036 - Sproat Lake Fire Protection**  
PARTICIPANTS: PORTION OF ELECTORAL AREA 'D'

Account Type	GL Category	2025 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Revenues	103 - Conditional Transfers	(\$108,750)	(\$46,120)	(\$13,351)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)
	106 - Contracts with Other Governments	(\$2,100)	(\$1,648)	(\$1,697)	(\$1,748)	(\$1,801)	(\$1,855)	(\$1,890)
	121 - Other Sources	(\$28,606)	(\$10,000)	(\$5,100)	(\$5,300)	(\$5,500)	(\$7,200)	(\$7,416)
	124 - Fees & Charges	(\$1)						
	126 - Surplus (Deficit) from Prior Years	(\$78,505)	(\$78,505)	(\$138,343)				
	127 - Tax Requisition	(\$852,446)	(\$852,446)	(\$937,691)	(\$1,031,460)	(\$1,134,606)	(\$1,248,066)	(\$1,285,508)
	<b>Total</b>		<b>(\$1,070,407)</b>	<b>(\$988,719)</b>	<b>(\$1,096,181)</b>	<b>(\$1,048,508)</b>	<b>(\$1,151,907)</b>	<b>(\$1,267,121)</b>
Expenses	218 - Consultant Costs			\$4,000	\$1,000	\$1,000	\$1,000	\$1,000
	220 - Contribution to Capital Fund	\$403,574	\$414,910	\$410,596	\$336,023	\$421,073	\$514,945	\$533,027
	235 - Protective Services Expenses	\$113,119	\$130,356	\$132,963	\$135,622	\$139,691	\$143,882	\$148,198
	240 - Grants-in-Aid	\$5,800	\$5,814	\$5,930	\$6,049	\$6,230	\$6,417	\$6,610
	245 - Insurance	\$13,172	\$17,876	\$14,434	\$13,396	\$13,798	\$14,212	\$14,638
	247 - Labour & Benefits	\$174,105	\$182,357	\$204,542	\$217,239	\$224,022	\$231,362	\$238,610
	250 - Legal Costs		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,030
	256 - Office Operations	\$3,894	\$8,006	\$15,686	\$16,062	\$16,543	\$15,642	\$16,111
	257 - Operating Costs	\$189,911	\$189,729	\$168,788	\$174,184	\$179,410	\$188,279	\$193,927
	266 - Repairs & Maintenance	\$28,490	\$38,670	\$39,443	\$40,232	\$41,439	\$42,682	\$43,963
	281 - Debt Repayment - Interest			\$12,400	\$10,800	\$8,000	\$5,000	\$2,000
	282 - Debt Repayment - Principal			\$86,400	\$96,900	\$99,700	\$102,700	\$105,700
	<b>Total</b>		<b>\$932,065</b>	<b>\$988,719</b>	<b>\$1,096,181</b>	<b>\$1,048,508</b>	<b>\$1,151,907</b>	<b>\$1,267,121</b>
<b>Total</b>		<b>(\$138,343)</b>						
PSAB Reconciliation	Financial Plan Balance	\$138,343						
	Add: Transfers to reserves	\$403,574	\$414,910	\$410,596	\$336,023	\$421,073	\$514,945	\$533,027
	Add: Principal Debt Payments			\$86,400	\$96,900	\$99,700	\$102,700	\$105,700
	Deduct: Estimated Amortization not Included	(\$176,059)	(\$178,700)	(\$176,000)	(\$176,000)	(\$176,000)	(\$176,000)	(\$176,000)
	Deduct: Surplus from Previous Year	(\$78,505)	(\$78,505)	(\$138,343)				
	<b>PSAB Annual Surplus/(Deficit)</b>	<b>\$287,352</b>	<b>\$157,706</b>	<b>\$182,653</b>	<b>\$256,923</b>	<b>\$344,773</b>	<b>\$441,645</b>	<b>\$462,727</b>

**036 - Sproat Lake Fire Protection**

CAPITAL FUND	2025 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Balance, beginning of year	\$ 335,402	\$ 335,402	\$ 499,217	\$ 320,109	\$ 462,432	\$ 898,105	\$ 100,650
Contribution from operating fund	368,910	368,910	405,496	330,723	415,573	507,745	525,611
Community Works Fund transfer	-	1,350,000	1,350,000	-	-	-	-
Growing Community Fund transfer	-	650,000	650,000	-	-	-	-
Grants and other contributions	24,777	-	-	-	-	-	-
MFA equipment financing	-	-	510,000	-	-	-	-
Interest earnings	9,887	10,000	12,600	11,600	20,100	14,800	10,900
<i>Less - capital expenditures</i>							
Dry hydrant	-	19,000	-	-	-	-	-
Engine #41 replacement	-	-	-	-	-	1,300,000	-
Fire boat and related upgrades	-	-	510,000	-	-	-	-
Fire fighting equipment (grant dependent)	24,777	21,000	-	-	-	-	-
Firehall upgrades #3	-	2,000,000	2,000,000	-	-	-	-
Rescue truck	-	-	-	200,000	-	-	-
Snow plow for duty officer truck	12,943	15,000	-	-	-	-	-
Training site upgrade	-	15,000	-	-	-	20,000	-
Truck #43 replacement	196,163	250,000	545,837	-	-	-	-
Water system - hall #1	5,876	52,000	46,124	-	-	-	-
Harold Bishop hall printer	-	-	5,243	-	-	-	-
Total capital expenditures	239,759	2,372,000	3,107,204	200,000	-	1,320,000	-
<b>BALANCE, END OF YEAR</b>	<b>\$ 499,217</b>	<b>\$ 342,312</b>	<b>\$ 320,109</b>	<b>\$ 462,432</b>	<b>\$ 898,105</b>	<b>\$ 100,650</b>	<b>\$ 637,161</b>



**To:** ACRD Board of Directors

**From:** Cynthia Dick, General Manager of Administrative Services

**Meeting Date:** June 10, 2026

**Subject:** 2026 UBCM AGM and Convention- Resolutions and Meeting Requests

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors submit a meeting request to Minister Krieger, Ministry of Public Safety and Solicitor General, regarding increased funding for BC Victim Services at the 2026 UBCM AGM and Convention.***

**Desired Outcome:**

To provide the Board with an update regarding resolutions and meeting requests with the *Premier, Cabinet Ministers, and Provincial Government Staff from Ministries, Agencies, Commissions, and Corporations (MACC)* at the 2026 Union of British Columbia Municipalities (UBCM) Convention on issues/concerns impacting communities in the region.

**Summary:**

UBCM was formed to provide a common voice for local governments. The annual convention continues to be the main forum for UBCM policymaking and will be held in-person, September 14-18, 2026, in Vancouver, BC, at the Vancouver Convention Centre.

**Background:**

As outlined in the UBCM resolution process; members are urged to submit resolutions first to their Area Association for consideration, with endorsed resolutions automatically submitted to UBCM for consideration if not regional in nature. The Alberni-Clayoquot Regional District (ACRD) Board of Directors submitted two resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) Annual General Meeting (AGM) and Convention, including:

- CC-130H Hercules Fleet- endorsed at AVICC
- Short Term Rentals on ALR Land- endorsed at AVICC

Although members are encouraged to submit all resolutions to their Area Association first, members are able to submit resolutions directly to UBCM by June 15th. All resolutions must be

endorsed by the member Board or Council. If the Board would like to submit any additional resolutions for consideration at UBCM, the resolution would need to be endorsed at this meeting.

At the May 27, 2026, regular scheduled Board of Directors meeting the Board passed resolutions to meet with the following Ministries and MACC staff at the upcoming UBCM AGM and Convention:

Ministry/ Staff	Topic	Notes
Minister Bowinn Ma Ministry of Infrastructure	Tofino General Hospital	Invite representatives from District of Tofino, District of Ucluelet and West Coast Indigenous leaders.
Minister Christine Boyle Ministry of Housing and Municipal Affairs	Legislative Reform  ** Legislative Protection for Elected Officials to attend meetings while serving in local governments	Challenges faced by Regional Districts and Electoral Area Directors in governance and current limitations.  Staff were asked to investigate legislation and employment standards and would like to note that the Cariboo Regional District brought forward a similar resolution in 2025 <a href="#">Leaves of Absence Provisions for Elected Officials   Union of BC Municipalities</a>
Ministry of Forests Ministry of Emergency Management and Climate Readiness Ministry of State for Local Governments and Rural Communities	Regional Wildfires	Appreciation for response to recent wildfires and discuss opportunities for partnership and collaboration.
Minister Farnworth Ministry of Transportation and Transit	Alternate Routes	Provide an update and discuss next steps.
Minister Neill Ministry of Water, Land and Resource Stewardship	Provincial Water Plan, Sproat Lake Weirs, Great Central Lake dam, and Flood Mapping	
BC Transit (MACC Staff)	Custom Transit for Electoral Areas	Requested by Director Cote for Sproat Lake
Ministry of Housing and Municipal Affairs (MACC Staff)	Incorporation Models	Requested by Director Cote for Sproat Lake
George Anderson Parliamentary Secretary for Transit	Interregional Transit	Regional District of Nanaimo

**\*\*Note:** was a separate resolution; however, can only request one meeting per Minister for up to three topics.

In recent years, ACRD elected officials met with the following Ministers:

Year	Ministry/Topics
2025	<ul style="list-style-type: none"> <li>Minister of Transportation and Transit- alternative/ emergency transportation and access routes</li> </ul>
2024	<ul style="list-style-type: none"> <li>Minister of Municipal Affairs- Inclusive Regional Governance</li> <li>Minister of Water, Land and Resource Stewardship- drought</li> </ul>

A meeting was requested in 2025 with MACC staff from the Ministry of Transportation and Transit to discuss road designations and establishment of speed limits; however, the request was not accepted due to limited availability. The Board could consider submitting another request for 2026.

In addition to coordinating with those listed under the note section, staff will coordinate with the City of Port Alberni, District of Ucluelet and District of Tofino staff regarding any requests for ACRD delegate participation for their meeting requests at the 2026 UBCM AGM and Convention.

**Time Requirements – Staff & Elected Officials:**

Approximately 2 hours of staff time will be required for each meeting request to prepare the request, back-up documentation and coordinate with the municipalities.

**Financial:**

Associated costs budgeted through General Government services.

**Strategic Plan Implications:**

The 2024-2027 ACRD Strategic Plan may apply, depending on the topic of the meeting request.

**Policy or Legislation:**

The Local Government Act, Community Charter, UBCM Bylaws and Policies, and Provincial Government Procedures apply.

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

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



**To:** Alberni-Clayoquot Regional District Board of Directors

**From:** Tanya Carothers, Solid Waste Manager  
Jodie Frank, Solid Waste Project Coordinator  
Charity Hallberg Dodds, Procurement Administrator

**Meeting Date:** June 10, 2026

**Subject:** Waste Composition Audits – Contract Award

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors award the Waste Composition Audits contract to Dillon Consulting Limited in the amount of \$76,500 excluding GST.***

**Desired Outcome:**

To enter into a contract with Dillon Consulting for the completion of a regional waste composition audit that will explore the sources, types and amounts of waste materials being disposed across the Alberni-Clayoquot Regional District (ACRD) waste streams.

**Summary:**

The ACRD issued a Request for Proposals (RFP) on April 21, 2026, to retain a qualified consultant who could complete a regional waste composition audit. The waste audit will include divertible materials quantification, comparing audit results to previous audit results, and evaluation of seasonal and tourism related waste influences. To understand sources and types of waste being generated throughout ACRD the audit will provide sector-specific waste analytics from single family households, multifamily, commercial and other ICI sectors, First Nations, and private haulers. The waste audit results will be used to support the ongoing Solid Waste Management Plan (SWMP) update, inform the development of new solid waste programs, and identify areas of improvement for existing programs to increase waste reduction and diversion across ACRD communities and sectors (e.g. ICI waste, seasonal waste generation, multifamily engagement, Bamfield waste management, etc.).

**Background:**

Three submissions were received for this RFP. The proposals were evaluated by ACRD staff using a Best Overall Value methodology which awards to the proponent with the highest combined score for technical approach and price. Evaluation criteria included experience and qualifications, references, project understanding and proposal quality, approach and schedule, social procurement, and price. Dillon Consulting Limited scored highest during the evaluation process and is recommended to complete this work.

The ranked result of the bids received for evaluated services is as follows:

<b>Proponent</b>	<b>Total Cost (renewal not included)</b>	<b>Rating</b>
Dillon Consulting Ltd	\$76,500	94.8
Kontzamanis Graumann Smith MacMillan Inc (KGS Group)	\$89,072	80.8
SymbiAudit Sustainability Consultants Inc	\$74,120	78

**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.
- Solid Waste Project Coordinator – (5 hours) project management and coordination of scope.
- Solid Waste Coordinator – (5 hours) project support as needed.

**Financial:**

Funding for this project is provided through the Solid Waste budget approved in the 2026 Financial Plan. The Dillon Consulting proposal is valued at \$76,500 (excluding GST).

**Strategic Plan Implications:**

This project aligns with Strategic Priority 2.0 Managing Our Assets and Infrastructure and 2.2 SWMP.

**Policy or Legislation:**

Per ACRD Bylaw A1085-2, ACRD Officers' Appointment and Delegation Amendment, 2026, and the ACRD Procurement Policy, an open RFP process was undertaken to ensure a competitive and transparent procurement process and achieve best overall value to the ACRD.

**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: Heather Zenner  
Heather Zenner, MA, Manager of Administrative Services

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



**To:** ACRD Board of Directors

**From:** Kerri Creighton, Planning Technician/Bylaw Enforcement Officer

**Meeting Date:** June 10, 2026

**Subject:** Alberni Valley Regatta Association – Sproat Lake Noise Control Bylaw Exemption Request

**Recommendation:**

*THAT the Alberni-Clayoquot Regional District Board of Directors issue a noise exemption, as per Section 7 of the Sproat Lake Noise Control Bylaw No. R1024 for July 10, 11 and 12, 2026 from 9:00 am to 5:00 pm daily to the Alberni Valley Regatta Association.*

**Desired Outcome:**

That the association can successfully hold their event without contravention to the Sproat Lake Noise Control Bylaw.

**Summary:**

The Alberni Valley Regatta Association has requested an exemption to the Sproat Lake Noise Bylaw, in order to hold the 2026 Annual Regatta on July 10 - 12, 2026 at Sproat Lake Provincial Park. They plan to have boat racing and practice activities on Sproat Lake between the hours of 9:00 am and 5:00 pm.

**Background:**

In previous years, the ACRD has issued an exemption to facilitate the Alberni Valley Regatta Association's annual event. The association looks forward to hosting this year's event at the Sproat Lake Provincial Park and has requested the exemption permit to ensure compliance. Attached is a copy of their request.

**Time Requirements – Staff & Elected Officials:**

Minimal staff time spent to prepare this RFD.

**Financial:**

n/a

**Strategic Plan Implications:**

n/a

**Policy or Legislation:**

Sproat Lake Noise Control Bylaw No. R1024, 2013.

**Options Considered:**

If the Board does not support the request, the appropriate motion is:  
THAT the Board of Directors deny the request from the Alberni Valley Regatta Association for a noise exemption under Section 7 of the Sproat Lake Noise Control Bylaw No. R1024, 2013 for their July 10, 11 and 12, 2026 event.

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

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

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



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April 29, 2026

ACRD Board of Director's  
3008 5th Ave.  
Port Alberni, B.C.  
V9Y 2E3

Re: Noise By-Laws on Sproat Lake

I am writing on behalf of the Alberni Valley Regatta Association. In 2025 we are happy to report that our event, "Lightning on the Lake" was held at Sproat Lake Provincial Park. This event was enjoyed by the residents of Port Alberni, Sproat Lake and visitors to the area.

We are now in the final planning stages for the 2026 regatta. After consultation with B.C. Parks recently we are planning for the Annual Regatta on July 10, 11, and 12, 2026 at the Sproat Lake Provincial Park. We appreciate the support we continue to receive from our Community partners and the ACRD.

Due to the engine noise created by some of the Race Boats, we are again requesting a Noise By-Law exemption for July 10, 11 and 12, 2026 from 9:00 am to 5:00 pm. July 10 is the setup date and some testing of the starting system may be needed. The race event is July 11 and 12. In an effort to keep our neighbours informed, we will again be placing posters on the area's group mailboxes prior to the race dates.

Thank you for your attention to this matter.

Yours sincerely,



Judy V6gt  
Secretary,  
Alberni Valley Regatta Association





**To:** ACRD Board of Directors

**From:** Brooke Eschuk, Planner 1; Serena Manhas, Planner 1

**Meeting Date:** June 10, 2026

**Subject:** Sproat Lake and Area Official Community Plan Bylaw No. P1540, 2026 – First Reading

**Recommendation:**

***THAT Regional District of Alberni-Clayoquot Area “D” Official Community Plan Bylaw No. P1540, 2026, be read a first time.***

***THAT the Alberni-Clayoquot Regional District Board of Directors consider Area “D” Official Community Plan Bylaw No. P1540, 2026 in conjunction with the ACRD 2026-2030 Financial Plan.***

***THAT the Alberni-Clayoquot Regional District Board of Directors consider Area “D” Official Community Plan Bylaw No. P1540, 2026 in conjunction with the ACRD’s Solid Waste Management Plan Bylaw No. R1020.***

***THAT the public hearing for Bylaw P1540, 2026 be delegated to the Director for Electoral Area “D”, the Alternate Director, or the Chairperson of the Regional District.***

**Desired Outcome:**

For the Board of Directors to consider the Sproat Lake and Area Official Community Plan (OCP) Bylaw No. P1540 for first reading and to delegate a public hearing to be held to conduct the formal public input process on the updated OCP.

**Summary:**

The updated Electoral Area “D” (Sproat Lake and Area) Official Community Plan has been prepared for the Board’s consideration. The OCP includes key sections outlining the vision and goals; land use designations; objectives and policies in each primary theme; development permit area (DPA) guidelines; administration and implementation; and background, history, and community context. The OCP has been prepared in collaboration with the community and has involved significant engagement starting in January 2025 with Sproat Lake and Area community members and property owners, the Sproat Lake Advisory Planning Commission, First Nations, Provincial agencies, community groups and partners, and ACRD Committees.

The updated Sproat Lake and Area OCP replaces the existing Sproat Lake OCP, which was adopted in 2014, and provides an updated community vision and set of goals that better reflect the community's values and interests. The updated OCP includes policies and objectives developed in collaboration with the community that intend to implement the community vision and goals established through the project. The OCP will guide where community members will live, work, and play within the Plan area over the next 5-20 years.

**Background:**

Key policy sections within the OCP include Environment, Agriculture and Food Security, Growth Management, Housing, Reconciliation, Emergency Management, Employment and Economy, and Parks and Trails.

The Land Use Designations within the OCP (Map Schedule B) generally align with current land use designations. Updates have been made to designate lands along the north side of the Sproat River as Parks and Trails; redesignating portions of the parcel informally known as the 'Bomber Base' lands from Comprehensive Development Area to Parks and Trails and Rural; designating fish hatchery uses as Civic; designating the City of Port Alberni Sewage Lagoon as Civic; and designating the neighbourhood informally known as 'Little Germany' as a new Rural Central Lake use.

The Development Permit Areas within the OCP include Environmental Protection (DPA I) shown on Schedule 'C', Natural Hazard (DPA II) shown on Schedule 'D', and Form and Character (DPA III) shown on Schedule 'D'. DPA I guidelines are intended to protect water quality, riparian areas, and environmentally sensitive ecosystems. DPA II guidelines are intended to protect development from natural hazards such as steep slopes and tsunami inundation. Form and Character (DPA III) establishes guidelines for the form and character of commercial, industrial, multi-family residential, and intensive residential development along the Pacific Rim Highway corridor, along Lakeshore Road, and in other areas designated as Commercial and Industrial throughout the Plan area.

Additional maps have been included within the OCP to highlight the location of riparian areas and sensitive habitats; drinking water sources; natural hazards and wildfire hazards; sand and gravel deposits; transportation network; and public facilities, in accordance with the Local Government Act.

**Community Engagement**

Extensive engagement with the Sproat Lake and Area community, starting in January 2025 and extending throughout 2025-2026, informed the preparation of the OCP. Engagement activities have included open houses, workshop discussions, online and paper surveys, pop-up events, community BBQ, neighbourhood meetings, committee meetings, community group engagement, and many conversations with individual community members and property owners, First Nations, and partnering agencies. A total of 10 in-person community events were held and there were 5 opportunities for online engagement including ongoing community discussion throughout the project on the Let's Connect ACRD engagement web platform. The OCP team reached out to 22 individual community groups and held meetings with 9 of them. The project was guided by the Sproat Lake Advisory Planning Commission which held 6 meetings, ranging from January 2025 to May 2026, to discuss the project and provide feedback to the OCP team.

Community members were kept informed through the Let's Connect ACRD project page ([letsconnectacrd.ca/sproat-lake-ocp](https://letsconnectacrd.ca/sproat-lake-ocp)), email updates, social media (Facebook, Instagram, and X), community sandwich boards, newspaper and radio advertisements, interview with the Scoop on Port

Alberni media platform, community newsletters, bulk mail flyers to residents, addressed direct mail to property owners, and updates to ACRD Committees and the ACRD Board.

Electoral Area “D” is located entirely within the traditional territories of the čišaaʔaṭṭ (Tseshah First Nation) and Hupačasath First Nation. The OCP Plan area is also adjacent to the First Nation reserves of Tsahaheh (Tseshah First Nation) and Klehkoot (Hupačasath First Nation). Engagement with čišaaʔaṭṭ and Hupačasath First Nation included early referrals during OCP development, meetings with staff and an in-person community engagement session at čišaaʔaṭṭ, review of community land use planning documents from both First Nations, and ongoing project updates. This approach supported collaborative participation throughout the planning process.

Following the public engagement opportunity to review the initial Sproat Lake and Area OCP April 2026 draft of the text and maps, advertised from April 25 to May 24, 2026, the OCP team produced a Fact Sheet that includes a number of questions and answers (attached to this memo as Appendix ‘A’). The Fact Sheet intends to address many of the questions and comments received during the engagement process and through social media interactions on the draft OCP. Staff have incorporated community input, where appropriate, into the Sproat Lake and Area OCP text and maps that are presented to the Board for first reading.

### **Legislative Requirements**

In accordance with Section 477(3) of the *Local Government Act (LGA)*, the OCP Bylaw No. P1540, has been developed in conjunction with the ACRD 2026-2030 Financial Plan and Solid Waste Management Plan R1020 and current solid waste management activities, and has been found to be consistent with those plans. Planning staff recommend that the Board resolve to consider the OCP in conjunction with those plans following first reading, in compliance with the *LGA*.

The OCP has been prepared in accordance with the *Local Government Act* requirements for content and process for an OCP (s. 473), consultation during the development of an OCP (s. 475 and 476), and Planning staff are recommending that the Board follow the adoption procedures for an OCP as outlined (s. 477).

### **Next Steps**

Following first reading of Bylaw P1540, staff will conduct the bylaw referral process to First Nations, Provincial Ministries, Provincial and Federal agencies, School District 70, City of Port Alberni, community service providers, community groups, and ACRD Committees and staff. The bylaw referral will follow up on, and build upon, the initial OCP project referral that was sent out on April 23, 2026. The ACRD has received a number of responses to the initial referral and staff has had many conversations with community partners and referral agencies that have helped inform the development of the OCP. The bylaw referral would be conducted ahead of a public hearing.

A public hearing has been tentatively scheduled to be held on July 7, 2026 at the Sproat Lake Community Hall, subject to the Board proceeding with first reading of the bylaw. The public hearing would complete the community input process on the Sproat Lake and Area OCP text and maps and would be the formal opportunity for community members to provide their input on the bylaw. The hearing will be held in a hybrid format with opportunities to participate in-person and online via Zoom Webinar, and the hearing will be livestreamed and archived on the ACRD YouTube channel. The ACRD will advertise the public hearing in accordance with the *Local Government Act* and as broadly as possible within the region to provide the opportunity for community members to be heard on the OCP bylaw.

**Time Requirements – Staff & Elected Officials:**

In January 2024, the Board of Directors resolved to proceed with comprehensive updates to the six Electoral Area OCPs in a multi-year project. Updates would take place in the following order: South Long Beach/Sproat Lake, Beaver Creek/Beaufort, Bamfield/Cherry Creek, as outlined in the OCP Updates Work Plan and Community Engagement Strategy. The Sproat Lake and Area OCP is the second of the six updated OCPs to be considered by the Board as part of this project, followed by the Area “B” (Beaufort) update project which is also under way. The Area “C” (Long Beach) OCP update received first reading on May 13, 2026.

**Financial:**

OCP resources and funding are through the Rural Planning Service, and Planning staff and project expenses are grant-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 and Development

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

## WE HEARD YOU ASK...

**Q: Why is the OCP called Sproat Lake and Area?**

**A:** The Sproat Lake and Area Official Community Plan covers a portion of Electoral Area “D”. The local Advisory Planning Commission chose ‘Sproat Lake and Area’ to reflect the surrounding agricultural areas, most of Great Central Lake, and lands extending to the west and south of Sproat Lake.

**Q: The Sproat Lake and Area OCP is a big document! Why does it need to be so many pages?**

**A:** The OCP reflects both what was heard from community and what the Province requires the Plan to address. This has resulted in 67 pages of policy. A history section was requested by the community, and the Appendices provide background data to ensure the community can clearly see the process that unfolded and have an idea about the timeline to follow. Other sections are included in the Plan to make sure there is clarity around how the topics were developed, how to use the Plan, and what is included within it.

Some of the pieces that the Province requires include:

- The location, amount, type, and density of residential development required to meet anticipated needs over a period of at least 20 years
- Greenhouse gas emission reduction targets
- The location of proposed and present commercial, industrial, institutional, agricultural, recreational and public utility land uses
- Lands that are hazardous or environmentally sensitive
- The location of public facilities including schools, parks and waste treatment and disposal sites

**Q: When was the current OCP completed?**

A: The current OCP was completed in 2014 and is over 10 years old.

**Q: What is the difference between the Official Community Plan and the Zoning Bylaw?**

A: The OCP sets the general vision for what community wants. It is a high-level document that provides goals and objectives intended to support decision-making for the Board on a variety of topics. The Zoning Bylaw sets out the specific rules for how that happens in practice and outlines specifically what is and is not permitted on lots of various sizes and types.

**Q: Why does the OCP talk about partnership so much?**

A: The OCP has varying areas of authority where it can dictate activities based on jurisdiction. Using the language of partnership means we can highlight what is important to community and where we can work with others to achieve community's priorities. For example, public roads within the ACRD are owned and managed by the Province and therefore action to improve roads can only be subject to partnership with the Province, who must decide to undertake any projects.

The OCP has no authority over First Nation Reserve Land but does have planning authority over private land owned by a Nation that falls within the ACRD. The OCP has limited authority over activities on Federal or Provincial Crown lands, as well as limited authority over forestry activities conducted on privately owned forest lands classified under the *Private Managed Forest Land Act*. If private forestry land uses change, the OCP would have planning authority on those lands. Finally, the OCP has limited authority over the surface, bed and activities conducted on the lakes as these fall under provincial, federal, or private forestry jurisdiction depending on the matter.

**Q: Is it true that when the Sproat Lake and Area OCP is adopted, the Plan could redesignate my private property to Conservation?**

**A:** No. The Conservation designation has not been changed or updated since the 2005 OCP. The Conservation land use type was put in place to protect sensitive fish habitat and includes sensitive ecosystems at the most southwestern portion of Two Rivers Arm, the southeastern edge of Stirling Arm, the area surrounding Devil's Den Lake, and the Somass Estuary. These lands are publicly owned Crown lands and private managed forest lands. Edits have been made to clarify that this only applies to these lands.

**Q: How did the ACRD gather information to create the plan?**

**A:** The OCP team have been engaging with residents since February 2025 through a variety of in-person and on-line events and meetings. The OCP Team has held 11 in-person events for the public and 5 additional opportunities to provide comments and feedback on-line in the form of Surveys and forums. Additionally, the OCP Team reached out to 22 community groups for feedback and spoke with 9 of them, and has been in conversation with internal committees, First Nations and government groups throughout the process.

**Q: Why are there so many references to the Province? I thought this was supposed to be a local plan.**

**A:** The OCP lays out local priorities, but often requires funding, approvals, or work to be done by the Province. Many policies mention the Province as partners because grant funding is received to implement those projects such as FireSmart, trail maintenance, the Sproat Lake Marine Patrol and many others. In other cases, like road maintenance, the Province has full responsibility so the OCP can only be used as an advocacy tool to demonstrate that it is important to community.

**Q: Why does the OCP mention archaeological studies? Is this actively preventing me from developing on my property?**

**A:** This is not new to recent Official Community Plans or OCP policy. The requirements for protecting archeological sites come primarily from the provincial *Heritage Conservation Act* and have existed for many years. There is no blanket rule that says property owners need an archaeology study for every development project. If the proposed project impacts an archeological site, or could impact a known site, the provincial regulations would apply. The requirement is tied to ground disturbance. The Province states that: “Any activity that disturbs or alters recorded or unrecorded archaeological sites in BC requires a permit from the Archaeology Branch”. The OCP policy intends to highlight that new development must comply with the existing provincial legislation.

**Q: The OCP talks about conducting a watershed assessment. I’ve heard the results will be used to stop development at Sproat Lake, Great Central Lake, and potentially on farms. Is this true?**

**A:** No. The Plan does not include policies intended to stop development at the lakes or on farms. Community shared that protecting the lakes and maintaining the quality and quantity of drinking water in the community are of utmost importance. If there is something impacting the health of the lakes, having the information needed to address the problem for the sake of salmon habitat, drinking water, and community enjoyment is important. There is a policy in the draft OCP that supports a community-led review of the watershed to better understand the long-term and overall health of the lakes.

**Q: What does ‘Comprehensive Development Area’ even mean?**

**A:** Areas of land are sometimes designated as comprehensive development because the unique characteristics of the land could be suitable for a wide variety of uses such as commercial, residential or recreational. Developers who propose projects in these areas are required to provide the ACRD with a comprehensive plan including how the area will be used, how they will address environmentally sensitive areas, and provide public services or public access, as needed. Proposals are often site-specific, require more detailed planning and professional assessment, and allow higher levels of public involvement under Provincial planning regulations.

**Q: Why hasn’t the OCP set out clear rules for Short-Term Vacation Rentals? And why do property owners have to apply for a Temporary Use Permit (TUP)?**

**A:** Community has been asked for input on Short-Term Vacation Rentals throughout the OCP engagement process, and the community is split down the middle on how STRs should be regulated. For now, STRs are not permitted in the Zoning Bylaw, so property owners are required to apply for a TUP to operate an STR. They are also required to operate in accordance with the *Short-Term Rental Accommodations Act*. Making sure further engagement with community on this specific topic happens is included in the OCP.

**Q: We said we didn’t want any new Parks in Sproat Lake! Why are there so many policies in this section?**

**A:** We heard you. The OCP does not propose any additional parks and open spaces. Rather, the community said they wanted an expansion of the trail network and to work towards preserving the forested lands that are currently privately owned around Cougar Smith Park. The OCP is not proposing to create new open spaces or small parks through the act of clear cutting. There are areas of potential future park land identified within the Plan to address the potential to acquire to new park land as a condition of future subdivision of lands in the community, in accordance with the *Local Government Act*. Proposals are often site-specific, require more detailed planning and professional assessment, and allow higher levels of public involvement under Provincial planning regulations.

**Q: Why does the OCP use the word ‘Discourage’ instead of ‘Prohibit’?**

**A:** Using language like ‘discourage’ rather than stronger wording such as ‘prohibit’ is more in line with the legislative authority of the OCP. Specific regulations are more appropriate within a Zoning Bylaw or other legislation. For example, in the context of preventing additional commercial houseboats on Sproat Lake, the OCP can strongly discourage the use and the Zoning Bylaw can prohibit the use unless located within a marina that is zoned appropriately.

**Q: Why is the Environment section so long?**

**A:** Throughout the engagement periods, residents repeatedly discussed how important it is to maintain the health of the lakes and the pristine wilderness. Residents value their ability to walk and hike through nature and to draw drinking water from the lakes. Sproat Lake and Area is home to diverse wildlife and important salmon spawning rivers and streams that community wants to protect. This is reflected in the environmental protection and stewardship section. Additionally, the OCP must address the *Solid Waste Management Plan* and include greenhouse gas emissions reduction targets and policies to meet Provincial legislation.

**Q: Will all proposed projects in the OCP happen? Won’t this cause an increase to property taxes?**

**A:** No. Many projects will depend on the availability of grant funding. The ACRD can include potential projects in the OCP to support possible grant funding applications. Leveraging grant funding to support community projects is a strategic priority of the ACRD Board. Funders look for project support in OCPs as part of their funding allocation process to show that the project is important to community. Applying for grant funding to complete community projects means the cost to taxpayers is lessened.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

### BYLAW NO. P1540

#### A BYLAW TO ADOPT THE ELECTORAL AREA 'D' OFFICIAL COMMUNITY PLAN

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WHEREAS the *Local Government Act* empowers the Board to adopt one or more Official Community Plans;

WHEREAS the Board has consulted in accordance with the *Local Government Act* in the development of the Official Community Plan;

AND WHEREAS the Board has incorporated required content in the Official Community Plan in accordance with the *Local Government Act*;

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

1. TITLE

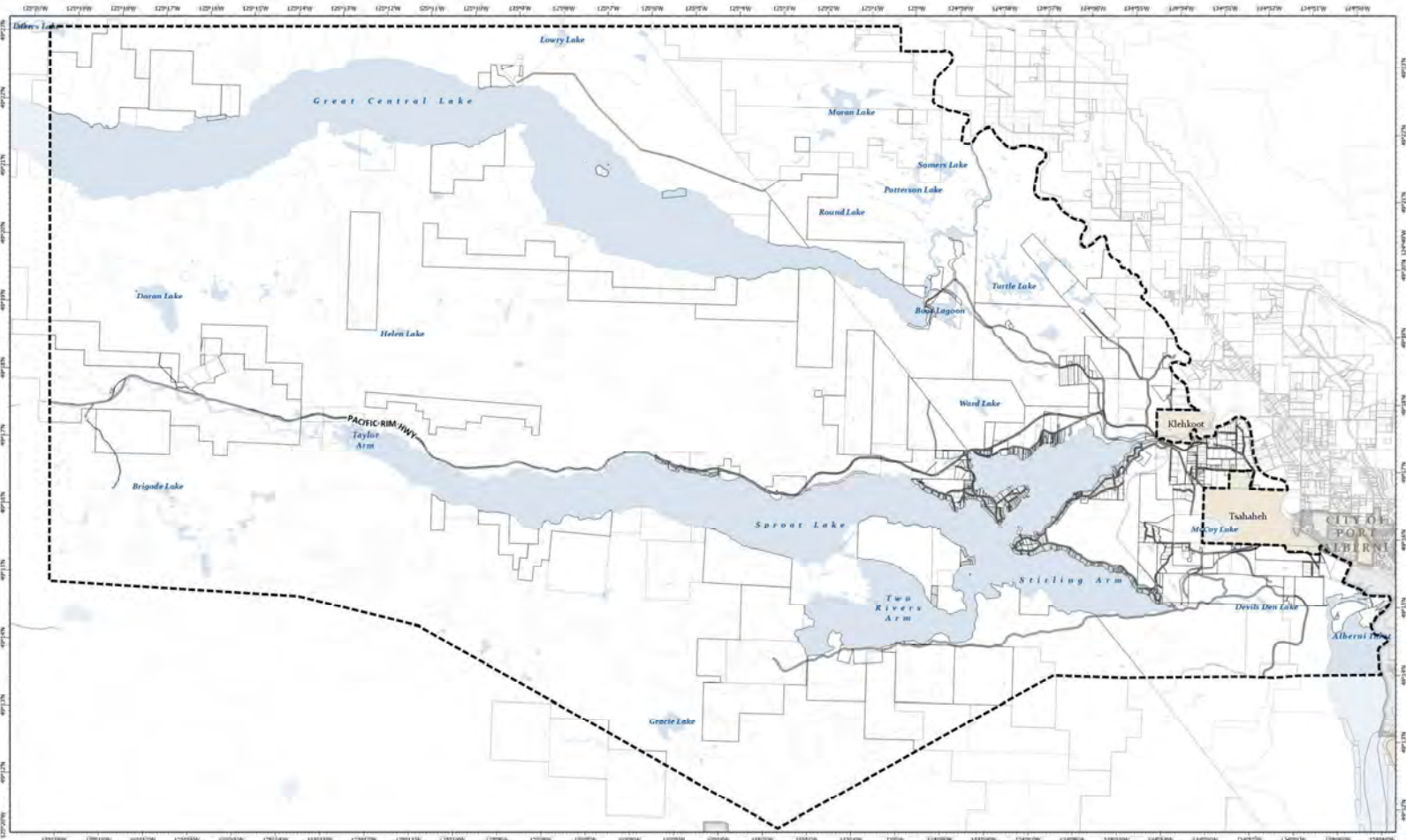
This bylaw may be cited as the Regional District of Alberni-Clayoquot Area "D" Official Community Plan Bylaw No. P1540, 2026.

2. This bylaw is applicable to a portion of Electoral Area "D" (Sproat Lake) of the Regional District of Alberni-Clayoquot, as shown on Schedule 'A': Map 1 – Official Community Plan Boundary.

3. The Official Community Plan for the area referenced in section 2 of this bylaw constitutes the following:

- i. Schedule 'A' including the visions, goals, objectives, policies, land use designations, administration and implementation, development permit areas, community context, history, policy actions timeline, and Map 1 – Official Community Plan Boundary.
- ii. Schedule 'B': Maps 1-1.7 Land Use Designations.
- iii. Schedule 'C': Maps 1-1.7 Development Permit Area I – Environmental Protection.
- iv. Schedule 'D': Maps 1-1.7 Development Permit Area II – Natural Hazard.
- v. Schedule 'E': Maps 1-1.3 Development Permit Area III – Form and Character.
- vi. Schedule 'F': Maps 1-1.2 Development Approval Information Area.
- vii. Schedule 'G': Map 1 Riparian Areas.
- viii. Schedule 'H': Map 1 Sensitive Habitats.
- ix. Schedule 'I': Map 1 Natural Hazards.
- x. Schedule 'J': Map 1 Sand and Gravel.
- xi. Schedule 'K': Map 1. Drinking Water Sources.





<p><b>Schedule A Legend</b></p> <ul style="list-style-type: none"> <li>Official Community Plan Area</li> </ul>	<p><b>Basemap Elements</b></p> <ul style="list-style-type: none"> <li>Provincial Digital Roads Atlas</li> <li>Official Community Plan Area</li> <li>Municipality of Treaty Land (DCP Does Not Apply)</li> <li>ParcelMap BC Parcels</li> <li>ParcelMap BC Plans</li> <li>Reserve Community (DCP Does Not Apply)</li> <li>Water</li> </ul>	<p>N</p> <p>S</p> <p>W E</p> <p>NAD 1983 UTM Zone 10N</p> <p>Kilometers</p> <p>0 1 2 4</p>
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Schedule A: Map 1 Official Community Plan Boundary  
Forming part of Sproat Lake and Area Official Community Plan Bylaw No. P1540, 2026

This map was prepared by the ACRD for planning purposes only and should not be used for navigation.



**To:** ACRD Board of Directors

**Voting Structure:** Electoral Area Directors

**From:** Alima Khoja, Planner 1

**Meeting Date:** June 10, 2026

**Electoral Area:** C - Long Beach

**Subject:** Rezoning RC22014 - 15 SUTTON RD, PORT ALBION (Van Drimmelen)

**Recommendation:**

**THAT Bylaw P1495, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.**

**Property Information:**

Civic Address:	15 Sutton Rd, Port Albion		
Legal Description:	LOT A, DISTRICT LOT 1012, CLAYOQUOT DISTRICT, PLAN 3055		
PID:	006-343-767	Folio:	770-03585.000
ALR? (Y/N):	N	Lot Area (ha):	1.97 (4.88 ac)

**Background:**

The property owners have applied to rezone the subject property from Small Holdings (A1) District to Cottage Residential (RC-2) District to facilitate development of cottages for tourist and seasonal worker short-term rentals.

*Previous Board Consideration*

The Board first considered this rezoning application at the March 27, 2024 Board meeting. At that meeting, the Board resolved to consider first reading at a future meeting subject to neighbour notification in accordance with Section 467 of the *Local Government Act*. This rezoning is consistent with the Residential Use policies of the South Long Beach Official Community Plan and, as such, no public hearing was held.

When the bylaw was first considered by the Board on March 27, 2024, the Board confirmed that adoption of Bylaw P1495 would be subject to:

- a. Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal for a single family dwelling and up to four cottages;
- b. Letter of support from the Yuułuʔiłʔatḥ Government; and
- c. Meeting technical referral agency requirements.

Following the neighbour notification and public advertising process, the Board gave first, second, and third readings to Bylaw P1495 on May 8, 2024.

**PL20220086/RC22014**

*Public Notification Process*

Public notice was given in accordance with the *Local Government Act*. Neighbour notices were sent out on April 23, 2024 and advertisements were published in the *Westerly News* on April 24 and May 01, 2024. One (1) letter of public correspondence relating to this rezoning application was received at the time. The letter, received by the Board on May 8, 2024, expressed opposition to the rezoning raising concerns about the impact on groundwater supply and potential contamination. Staff noted that the Province regulates groundwater through the *Water Sustainability Act*.

*Technical agency referrals*

Following the first consideration of this application in March 2024, technical agency referral requests were sent out on April 5, 2024, to the following agencies:

✓ Vancouver Island Health Authority	✓ Ministry of Transportation & Transit (MoTT)
✓ District of Ucluelet	✓ Yuułuʔiłʔatḥ Government
✓ School District 70	✓ ACRD Building Inspection

Referral responses were received from the Ministry of Transportation and Transit (MOTT), Vancouver Island Health Authority, ACRD Building Inspection, and Yuułuʔiłʔatḥ Government.

1. The subject property is bordered to the north and east by lands within the Yuułuʔiłʔatḥ Government’s jurisdiction. A requirement for support of the rezoning by the Yuułuʔiłʔatḥ Government was included as a condition of bylaw adoption. The ACRD has received a bylaw referral response dated June 1, 2026 from the Yuułuʔiłʔatḥ Government recommending approval of the rezoning. Yuułuʔiłʔatḥ noted that servicing, water, and watershed considerations will be addressed through applicable regulatory and permitting processes, and noted that they are not aware of any registered archaeological sites on the subject property. Archaeological heritage is regulated by the Province through the *Heritage Conservation Act*.
2. Ministry of Transportation & Transit (MoTT) advised that the proposal is outside the referral area from a Controlled Access Highway and will have minimal impact, but a commercial access permit may be required at the time of development and access must meet construction standards.
3. Building Inspection noted the proposal is subject to the BC Building Code and the *Drinking Water Protection Act* and Regulations managed by Island Health.
4. Island Health noted that increased density with on-site sewage systems should meet minimum lot size standards or be supported by a hydrogeological assessment, and that non-domestic water systems must comply with the *Drinking Water Protection Act*. The ACRD has received an Island Health septic filing from September 2023 that provides a design for septic to accommodate 3 single family dwellings and 2 Accessory Dwelling Units on the property, which aligns with the density permitted in the RC-2 zone.

*Staff Recommendation*

There is a need for legal short-term rentals for visitors and seasonal workers in the Long Beach area. The 2025 Electoral Area “C” (Long Beach) Housing Needs Report also identified an anticipated need for 113 additional housing units by 2041 and recommended a diversity of housing options in the community. The proposed cottage use complies with the policies and objectives of the Residential Use designation in the South Long Beach OCP in maintaining the existing housing stock for accommodation for the property owners while allowing the opportunity for small footprint cottages that could be utilized for short-term vacation rentals and/or seasonal staff accommodation units.



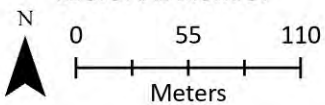


Municipality or Treaty Land

**Subject Property**





ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT



Civic Address: 15 Sutton Road  
Legal Description: LOT A, DISTRICT LOT 1012, CLAYOQUOT DISTRICT, PLAN 3055

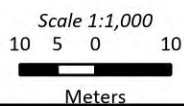


15 Sutton Road  
LOT A, DISTRICT LOT 1012, CLAYOQUOT DISTRICT,  
PLAN 3055

-  Subject Property
-  Parcels



Prepared 2024-03-19  
Sources: Airbus DC 2023,  
ParcelMapBC; GeoBC; ACRD



160

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**BYLAW NO.: P1495**  
**ACRD FILE NO.: RC22014**

APPLICANT NAME: Edward & Alishia Van Drimmelen  
ACRD CONTACT: Alex Dyer, Planning Manager  
Date of Referral: April 4, 2024

Approval Recommended for  
Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due  
to Reasons Outlined Below

Agency (please print): \_\_\_\_\_

Name (please print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: Shawna Plante Date: \_\_\_\_\_

**RC22014**



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1495**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 780**

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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;

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. P1495.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT A, DISTRICT LOT 1012, CLAYOQUOT DISTRICT, PLAN 3055 from Small Holdings (A1) District to Cottage Residential (RC-2) 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 8<sup>th</sup> day of May, 2024

Read a second time this 8<sup>th</sup> day of May, 2024

Read a third time this 8<sup>th</sup> day of May, 2024

Adopted this                      day of                      ,

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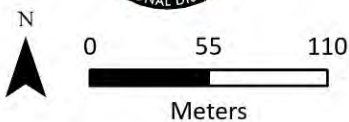
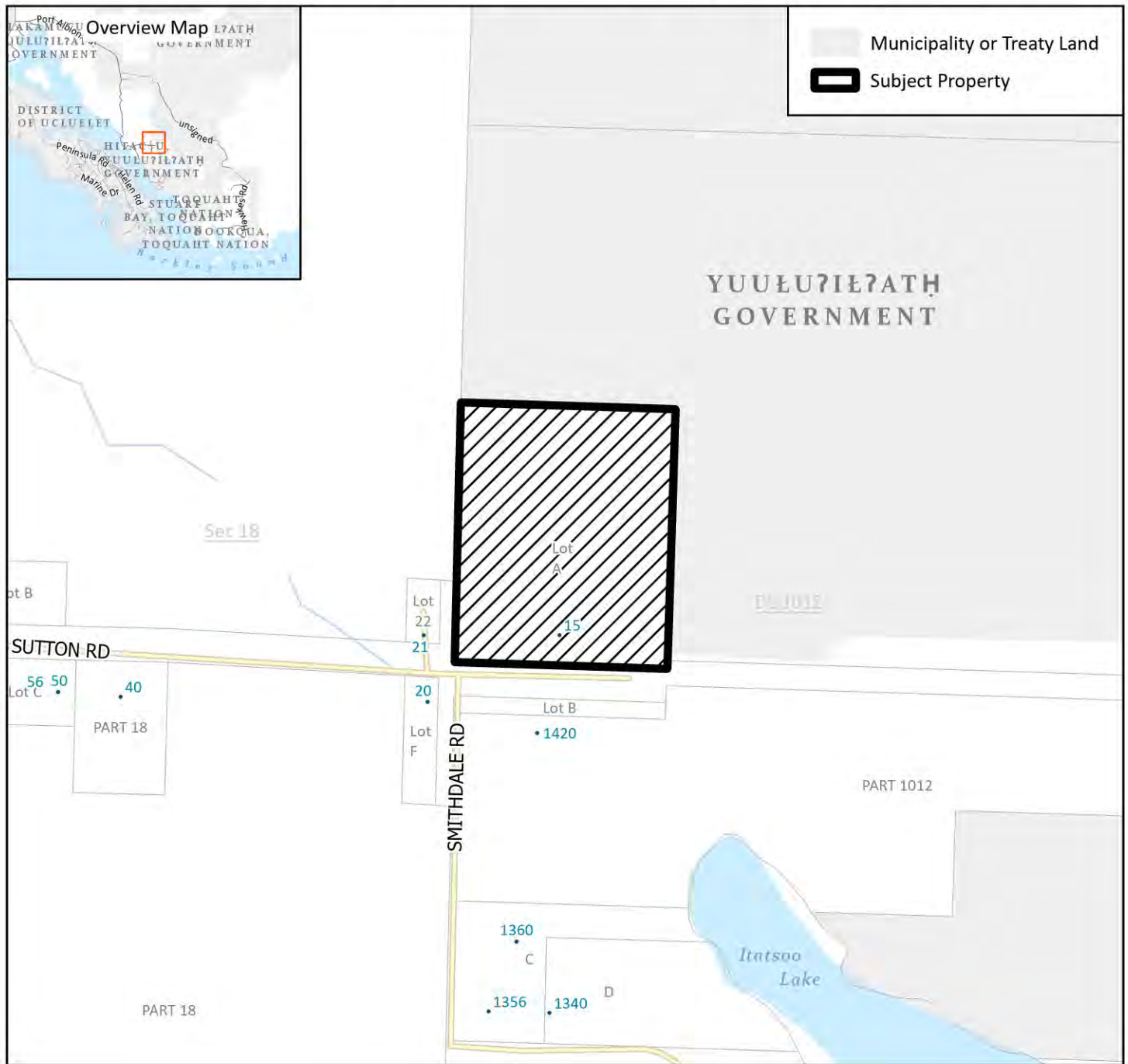
Corporate Officer

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1495, 2024



Address: 15 Sutton Road  
Legal Description: LOT A, DISTRICT LOT 1012, CLAYOQUOT DISTRICT, PLAN 3055

 To be rezoned from Small Holdings (A1) District to Cottage Residential (RC-2) District.



**To:** ACRD Board of Directors

**Meeting Date:** June 10, 2026

**From:** Jaleen Rousseau, Planning Manager

**Voting Structure:** Electoral Area Directors

**Electoral Area:** D - Sproat Lake

**Subject:** Development Variance Permit DVD25011 - 10716 TAYLOR ARM DR (FERSTER)

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD25011 subject to neighbouring properties being notified as per the Local Government Act s.499.***

**Development Proposal:** The applicant is requesting to construct a 2-storey 30 ft by 24 ft accessory structure that is over the allowable height to accommodate boating related goods including an upstairs storage area.

**Development Variance DVD25011:**

To vary Section 6.5.1.e) to increase the maximum allowable height of an accessory in the RA1 zone from 4.75 m (15.6 ft) at a 3.15 m (10.3 ft) side yard setback to a maximum building height of 5.82 m (19.1 ft).

**Advisory Planning Commission Recommendation:** The application was considered by the Sproat Lake Advisory Planning Commission (APC) on May 26, 2026 and the APC passed a motion to support the application.

**Property Owner(s):** C. M. FERSTER and D. G. FERSTER    **Applicant/Primary Contact:** RYAN IRG CONSTRUCTION

**Property Information:**

Civic Address:	10716 TAYLOR ARM DR						
Legal Description:	LOT 13, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452						
PID:	004-761-961	Folio:	770-03513.026	ALR? (Y/N):	No	Lot Area (ha):	0.16 (0.40 ac)
Current Zoning:	RA1 - Acreage Residential District						
Current OCP:	Sproat Lake, Residential Use						
Development Permit Area(s):	DPA 1 – Foreshore & Riparian Areas Protection						
Current Use & Description:	The subject property is currently utilized as a residential property. There is an existing house that encompasses much of the building envelope on the south side of the property. The northern portion where the applicants intend to construct the accessory building appears to be the most viable building site for the detached structure with a 720 ft <sup>2</sup> footprint.						

**PL20250092 / DVD25011**

Surrounding Zoning and Land Use			
North:	Taylor Arm Drive	South:	RA1 Residential Parcel
East:	Taylor Arm Drive	West:	RA1 Residential Parcel and Sproat Lake

**Services:**

- a) **Sewage Disposal:** The property is serviced through a septic system located on the subject property.
- b) **Water Supply:** The property is serviced through water draw from Sproat Lake.
- c) **Fire Protection:** The property is located within the Sproat Lake Fire Protection Service Area.
- d) **Access:** The subject property is accessed from Taylor Arm Drive, which is located along the eastern parcel boundary.

**Planning Policy Discussion:**

a) **Official Community Plan:**

The subject property is designated as Residential Use in the Sproat Lake Official Community Plan and complies with this use designation. The building site is located 24.5 m from the present natural boundary of the lake, which lies within the 30 m riparian area along Sproat Lake as outlined in Development Permit Areas (DPA) I – Foreshore and Riparian Areas Protection. A Development Permit (DPD23026), supported by an assessment from a Qualified Environmental Professional, was approved June 6, 2024 for siting of the structure 22 m from the present natural boundary of the lake.

*The proposed accessory building complies with the policies of the Sproat Lake OCP. If the variance is issued, the property owner can proceed with a Building Permit Application.*

**Zoning:** The subject property is zoned Acreage Residential District (RA1) in accordance with ACRD Zoning Bylaw No. 15. This Bylaw contains regulations for the siting and height of *Accessory Buildings*.

<i>ACRD Zoning Regulations for Accessory Structures in an R District</i>	<i>Proposed Accessory Building at 10176 Taylor Arm Drive</i>	<i>Variance Required?</i>
<b>Front Setback:</b>	Not Permitted	No
<b>Side Setback:</b>	3 feet	No
<b>Rear Setback:</b>	3 feet	No
<b>Maximum Height:</b>	15.6 feet	<b>Yes</b>

**The development proposal complies with the regulations for siting but does not comply with the regulations for height.** The Zoning Bylaw requires a 12 foot maximum building height for an accessory building in a Residential zone. The Zoning Bylaw also provides for a graduated height allowance that allows for an increase to the building height where the building setback is in excess of the 0.9 m (3 ft) minimum setback. With the proposed building site, the graduated height allowance would permit building height of 15.6 feet at a side yard setback of 3.15 m (10.3 ft). The applicants are requesting to build the accessory structure 3.5 ft higher than the maximum permitted height to accommodate a second storey. To facilitate this development proposal, approval of a Development Variance is required.

**Comments:**

The subject property is located on the shore of Sproat Lake and has an existing residential dwelling and dock. The applicant is proposing to construct a 2-storey 30 ft by 24 ft accessory structure in the northern most corner of the parcel. The accessory structure is proposed to be located within the required minimum side and rear setbacks (3 ft). However, the applicant is requesting a height variance 3.5 ft in excess of the permitted maximum allowable *Accessory Building* height of 12 ft at the proposed 10.3 ft side yard setback. Height is measured to the mid-point of the roof.

*Building Design*

The building design proposes a 2-storey accessory structure with two large overhead doors on the south elevation. The design includes limited windows on the west and east elevations for both the first and second storey. The applicant has indicated that the upper floor of the building is intended for storage of boating and lake recreation items. No bathroom facilities are proposed within the building.

*Public Notification*

The *Local Government Act* (S.499) requires a local government to give notice at least 10 days before adoption of the resolution to issue the permit to allow for the inclusion of public comment. Once the Board considers the application and directs staff to proceed with public notification, letters will be sent out to property owners within 100 m radius of the subject property detailing the purpose of the application and inviting comment.

**Board Decision Options:**

The Board may choose to either Approve or Defer the Development Variance Request as outlined below.

*Approve the Variance Request*

Following the public input process, the Board may choose to authorize the issuance of the Development Variance Permit. Approving the variance request would allow the property owner to proceed with an application for a Building Permit to construct the over-height structure as sited in the site plan and depicted in the proposed garage elevation drawings attached.



*Defer the Variance Request*

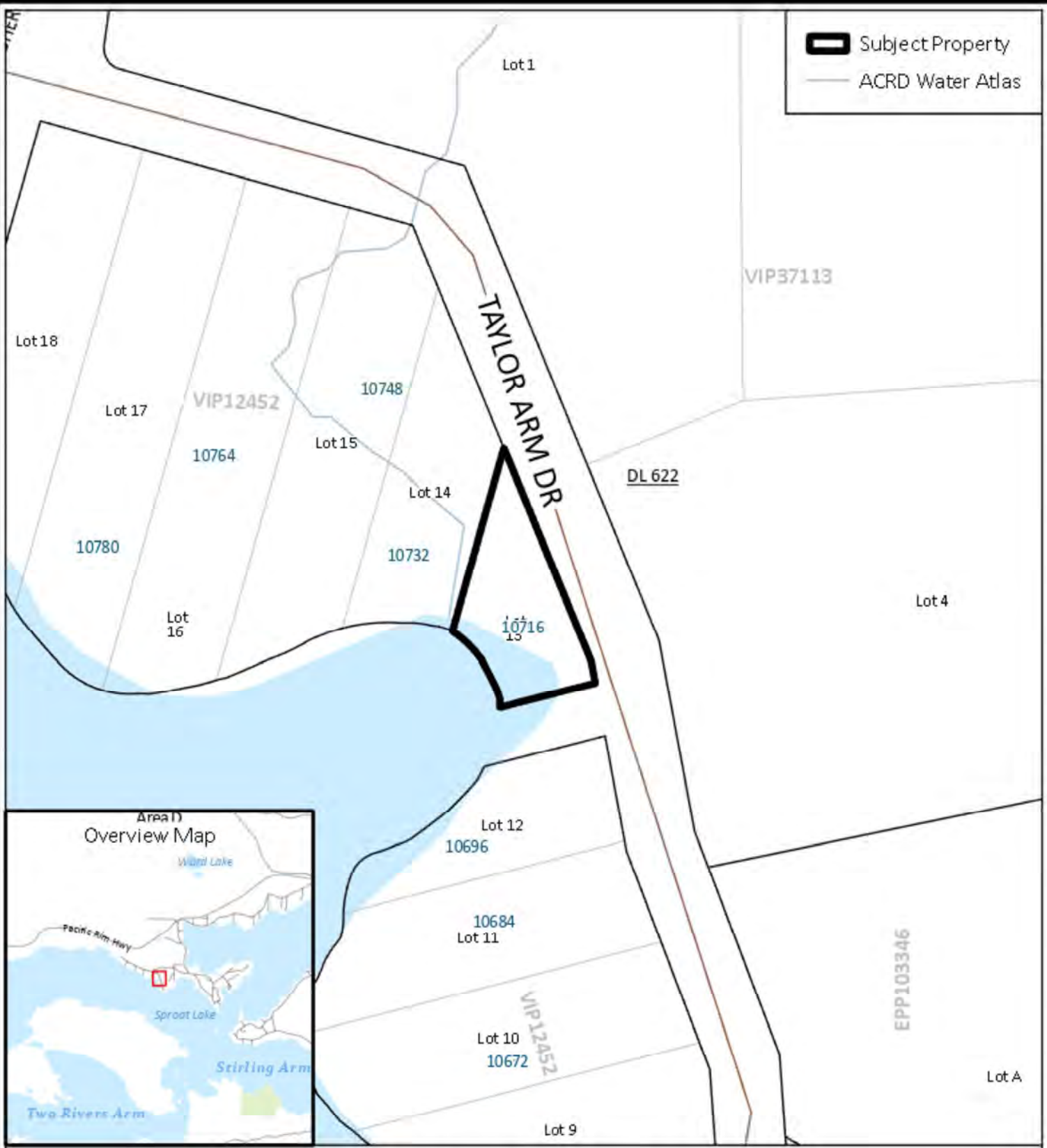
If the Board is considering denying the variance request, the Board's practice is to defer a decision on the Development Variance Permit and invite the applicants to present their application at a future meeting as a delegation to the Board. The deferral may include a request that the property owner redesign or relocate the building.


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


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

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

 Subject Property  
 ACRD Water Atlas



 Address: 10716 Taylor Arm Drive  
 Legal Description: LOT 13, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

N  
 0 20 40  
 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.*

10716 Taylor Arm Drive  
 LOT 13, DISTRICT LOT 622, CLAYOQUOT DISTRICT,  
 PLAN 12452


Scale 1:600

0 5 10 20

**168** Meters

 Subject Property

 ACRD Water Atlas

 **ALBERNI-CLAYOQUOT REGIONAL DISTRICT**

Prepared 2026-04-23  
 Sources: Microsoft, VantorProv. BC, ParcelMapBC; ACRD

PLAN OF LOT 13, DL 622, CLAYOQUOT DISTRICT, PLAN 12452.  
 SHOWING PROPOSED ACCESSORY BUILDING THEREON (FOR BUILDING PERMIT APPLICATION).

**SCALE 1:300**

THE INTENDED PLOT SIZE IS 8.5" X 14"  
 DIMENSIONS ARE SHOWN IN METRES  
 AND ARE DERIVED FROM PLAN 12452.

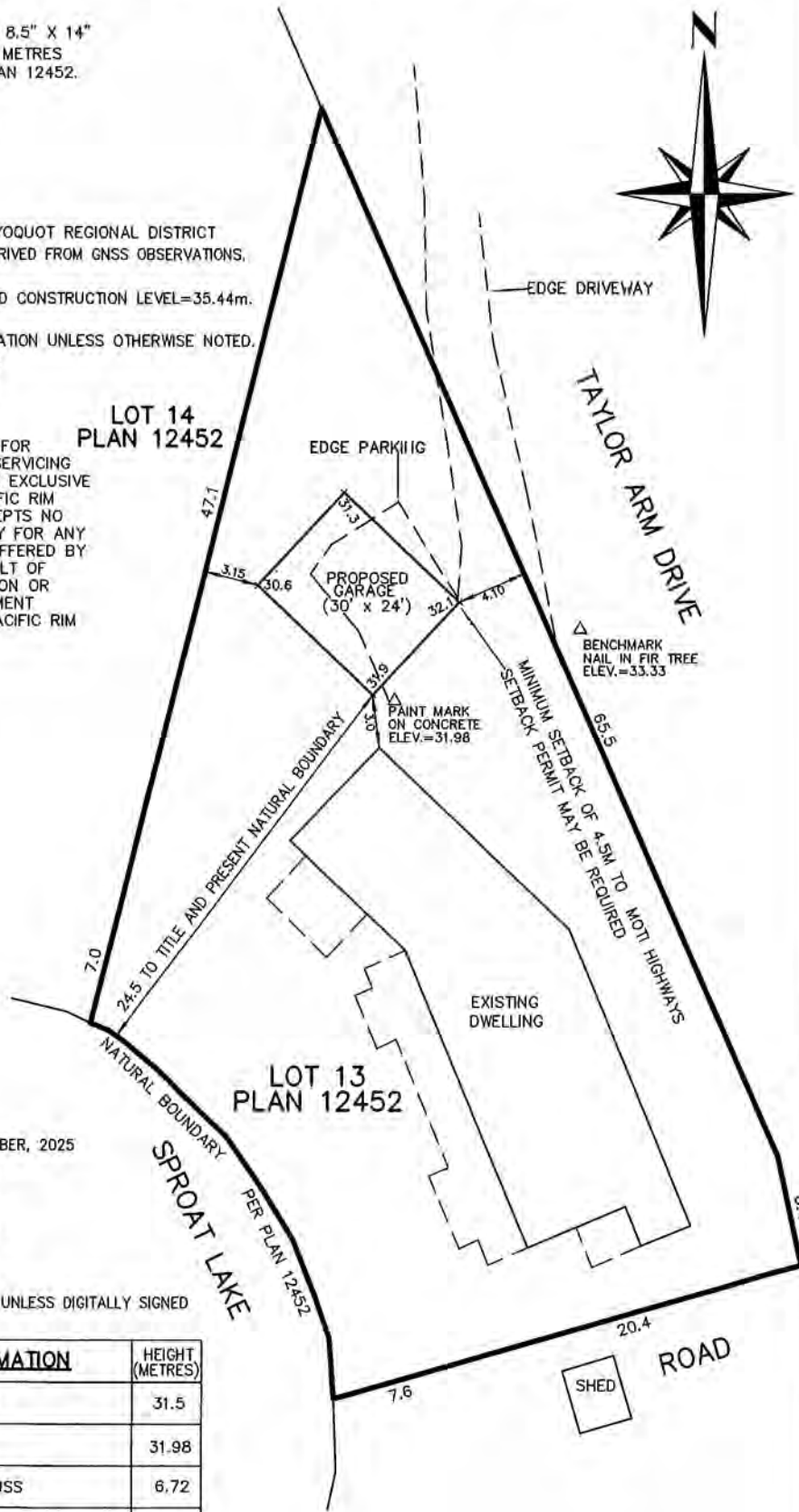
**CIVIC ADDRESS:**

10716 TAYLOR ARM DRIVE  
 PORT ALBERNI, BC  
 PID: 004-761-961

**NOTES**

JURISDICTION: ALBERNI CLAYOQUOT REGIONAL DISTRICT  
 ELEVATIONS ARE GEODETIC, DERIVED FROM GNSS OBSERVATIONS.  
 DATUM: CGVD2013  
 NORTHWEST HYDRAULIC FLOOD CONSTRUCTION LEVEL=35.44m.  
 ZONING (2025): RA1  
 SETBACKS SHOWN TO FOUNDATION UNLESS OTHERWISE NOTED.  
 LOT 13 IS SUBJECT TO THE FOLLOWING NON FINANCIAL CHARGES AND INTERESTS; NONE.

THIS PLAN WAS PREPARED FOR ARCHITECTURAL AND SITE SERVICING PURPOSES AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT. PACIFIC RIM LAND SURVEYING LTD. ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF REPRODUCTION, TRANSMISSION OR ALTERATION TO THIS DOCUMENT WITHOUT CONSENT FROM PACIFIC RIM LAND SURVEYING LTD.



CERTIFIED CORRECT  
 DATED THIS 7TH DAY OF OCTOBER, 2025

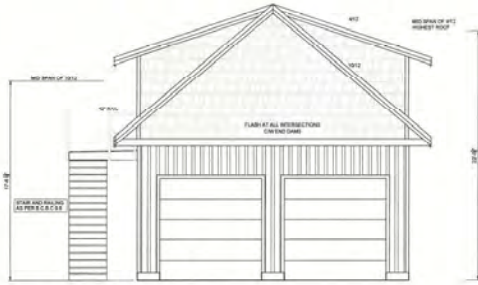
James Bruce  
 Digitally signed by James Bruce  
 WBNUVN  
 Date: 2025.10.07 15:14:47 -07'00'

JAMES BRUCE, BCLS #976  
 THIS DOCUMENT IS NOT VALID UNLESS DIGITALLY SIGNED

SHOP HEIGHT INFORMATION	HEIGHT (METRES)
AVERAGE NATURAL GRADE	31.5
HEIGHT OF TOP OF SLAB	31.98
TOP OF SLAB TO MID TRUSS	6.72
NATURAL GRADE TO MID TRUSS	7.2
PROPOSED MID TRUSS ELEVATION	38.7
MAXIMUM BUILDING ELEVATION ALLOWED	36.28
BUILDING OVER HEIGHT	2.42

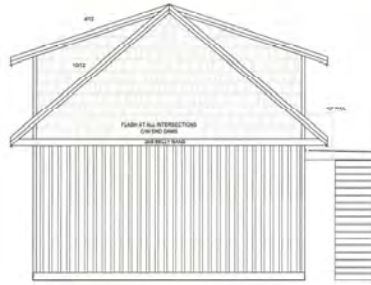
PACIFIC RIM  
 LAND SURVEYING LTD.  
 PHONE: 250-248-7268  
 EMAIL: JAMES@PACIFICRIMSURVEYING.COM  
 FILE: 1399 PBP1.DWG  
 DATE: 2025-10-07

S:\SERVICES\14\14981 FERSTER 10716 TAYLOR ARM DR. PORT ALBERNI B.V.S. 2014.MAR.2020 - B03004\_A4

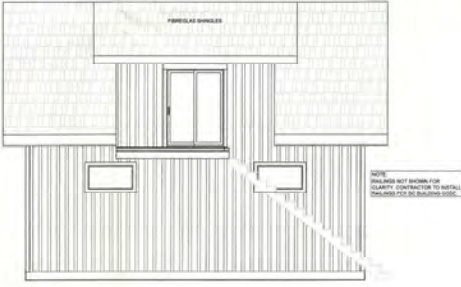


**SOUTH ELEVATION**  
SCALE 1/4" = 1'-0"

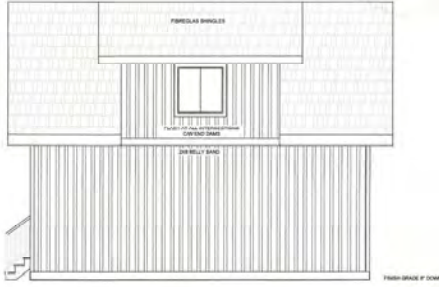
Based on how height is measured in the ACRD Zoning bylaw, the height of this structure is determined to be 19.1 ft.



**NORTH ELEVATION**  
SCALE 1/4" = 1'-0"



**WEST ELEVATION**  
SCALE 1/4" = 1'-0"



**EAST ELEVATION**  
SCALE 1/4" = 1'-0"

<p>McGILL &amp; ASSOCIATES ENGINEERING LTD. is a professional engineering firm registered with the Professional Engineers and Geoscientists Society of British Columbia (P.E.G.S.B.C.). The firm is a member of the Engineering Council of Canada (E.C.C.C.).</p>	<p>PROJECT: FERSTER ACCESSORY BUILDING 10716 TAYLOR ARM DR. PORT ALBERNI DATE: 2020.03.20 DRAWN BY: [Name] CHECKED BY: [Name] SCALE: 1/4" = 1'-0"</p>			<p><b>McGILL &amp; ASSOCIATES ENGINEERING LTD.</b>          10716 TAYLOR ARM DR. PORT ALBERNI          PORT ALBERNI, B.C. V4J 1A1          TEL: 250-725-4444 FAX: 250-725-4445          www.mcgilleng.com</p>	<p><b>FERSTER ACCESSORY BUILDING</b>          10716 TAYLOR ARM DR. PORT ALBERNI          ELEVATIONS</p>	<p>SHEET No. <b>S03</b>          4 of 6          REV. A          S4981 S03</p>
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**DVD25011**

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** C.M Ferster and D.G. Ferster  
**Address:** 10716 TAYLOR ARM DR, PORT ALBERNI, BC

With respect to:

**Legal Description:** LOT 13, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452  
**PID:** 004-761-961

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- Development variance of the ACRD Zoning Bylaw, Section 6.5.1.e) to increase the maximum allowable height of an accessory structure in the RA1 zone from 4.75 m (15.6 ft) at a 3.15 m (10.3 ft) side yard setback to a maximum building height of 5.82 m (19.1 ft),

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on "[INSERT DATE]" .

This permit was issued this [DAY] of [MONTH], [YEAR].

---

Daniel Sailland, MBA  
Chief Administrative Officer

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Chair of the Board of Directors



**To:** ACRD Board of Directors

**Meeting Date:** June 10, 2026

**From:** Alima Khoja, Planner 1

**Voting Structure:** Electoral Area Directors

**Electoral Area:** D - Sproat Lake

**Subject:** Development Variance Permit DVD26003 - 19140 Pacific Rim Hwy (Konkin)

**Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD26003 subject to neighbour notification as per Local Government Act s. 499.**

**Development Variance DVD26003:** Development variance of the ACRD Zoning Bylaw, to vary section 6.5.1.e) to increase the maximum allowable height of an accessory structure in the Vacation-Home District (RVH) District from 3.8 m (12.5 ft) at a 1.2 m (4 ft) side yard setback to a maximum building height of 7.8 m (25.6 ft).

**Development Proposal:** The property owner has applied for a variance to allow the construction of an accessory building that exceeds the maximum allowable height. The proposal is to build a 22 ft x 22 ft two-vehicle garage with an attic trussed roof, including a home office space above and a 30 sq ft access area.

**Advisory Planning Commission Recommendation:** The Sproat Lake Advisory Planning Commission reviewed the application at their May 26, 2026 meeting and passed a motion to support the application as presented.

**Property Owner/Applicant:** Walter G Konkin

**Property Information:**

Civic Address:	19140 Pacific Rim Hwy
Legal Description:	LOT A, DISTRICT LOT 946, CLAYOQUOT DISTRICT, PLAN 36243
PID:	000-379-816
Folio:	770-03566.010
ALR? (Y/N):	N
Lot Area (ha):	0.35 (0.87 ac)
Current Zoning:	RVH - Vacation-Home District
Current OCP:	Sproat Lake, Recreational Residential Use
Development Permit Area(s):	DPA I – Foreshore & Riparian Areas Protection (major: 30 m) DPA II – Natural Hazard Protection
Current Use & Description:	The property contains a dwelling unit and an accessory building and is being used for recreational purposes.
Surrounding Zoning and Land Use	

**PL20260014 / DVD26003**

**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, Yuulu?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).*

North:	Pacific Rim Hwy	South:	Waterfront (WF1) District
East:	Vacation-Home (RVH) District	West:	Vacation-Home (RVH) District

**Services:**

- a) **Sewage Disposal:** On-site sewage disposal.
- b) **Water Supply:** On-site water supply.
- c) **Fire Protection:** The parcel is within the Sproat Lake Fire Protection Area.
- d) **Access:** The property is accessed by a driveway on Pacific Rim Hwy.

**Planning Policy Discussion:**

- a) **Official Community Plan:** The parcel is designated 'Recreational Residential Use'. This designation enables residents to maintain a seasonal or recreational property. These properties are not intended to be adequately serviced or accessible for full-time residency. If owners of property within this land-use designation wish to reside on the property year-round, they would need to apply for an OCP amendment and rezoning.

The parcel is impacted by two Development Permit Areas: DPA I – Riparian Areas Protection (major: 30m) and DPA II – Natural Hazard Areas Protection which encompasses the entire parcel impacted by steep slope. The proposed structure falls within both Development Permit Areas. Any future development within the Development Permit Area is subject to a Development Permit and must satisfy the requirements of DPA I and DPA II, including assessments from Qualified Professionals where appropriate. If the building location is on a slope less than 30% grade, the building may be exempt from the DPA II steep slope guidelines.

***This proposal to construct a garage structure meets the policies and objectives in the Recreational Residential Use designation of the Sproat Lake OCP. A development permit would be required to satisfy the DPA I – Riparian Areas Protection guidelines and may be required for DPA II – Natural Hazard Areas Protection guidelines if the building site is located on a steep slope. Issuance of a Building Permit is contingent upon prior approval of a Development Permit.***

- b) **Zoning:** The parcel is zoned Vacation-Home (RVH) District which is intended to accommodate seasonal and vacation residences for property owners maintaining a permanent residence elsewhere.

	Current:	Proposed:
Minimum Lot Area (ha)	0.18	
Minimum Lot Width (m)	30.48	
Principal & Accessory Front Yard Setback (m)	10.6	
Principal Side Yard Setback (m)	4.5	
Principal Rear Yard Setback (m)	10.6	
Accessory Side Yard Setback (m)	0.9	1.2
Accessory Rear Yard Setback (m)	0.9	
<b>Accessory Building Height at a 1.2 m setback (m)</b>	<b>3.8</b>	<b>7.8</b>

According to the ACRD Zoning Bylaw section 6.5.1.e, an accessory building shall not exceed 3.66 meters [12 feet] in height except as otherwise provided for in this By-law. The Zoning Bylaw also provides for a graduated height allowance that allows for an increase to the building height where the building setback is in excess of the 0.9 m (3 ft) minimum setback. With the proposed building site, the graduated height allowance would permit a building height of 12.5 feet at a side yard setback of 1.2 m (4 ft).

***This proposal complies with the regulations for siting but does not comply with height regulations. A Development Variance Permit is required to accommodate the design and permit a building height increase from 3.8 m (12.5 ft) to 7.8 m (25.6 ft).***

**Comments:**

The applicant is seeking a variance to permit the construction of an accessory structure that exceeds the maximum permitted height for an accessory building. The proposed structure has an overall ridge height of 27.5 ft, with a midspan height of 25.6 ft, resulting in a height that is 13.1 ft (4 m) greater than the maximum allowable height. Based on the review, a 13.1 ft height variance is required. This calculation reflects a 4 ft setback from the lot line, which provides approximately 0.6 ft of graduated height that has been factored into the variance.

*As per section 6.5.2.a of the ACRD Zoning Bylaw, except in A Districts, an accessory building may be increased in height by 0.304 meters [one foot] vertical distance for every 0.609 meters [2 feet] horizontal distance, in excess of a minimum side and rear yard setback requirement established by by-law for the zoning district within which such accessory building is sited or situated;*

The proposed structure is affected by DPA I – Foreshore & Riparian Areas Protection (major: 30 m) and DPA II – Natural Hazard Areas Protection. A Development Permit would be required to satisfy the DPA I and DPA II may be required. An approved Development Permit is required prior to the issuance of a Building Permit.

*Building Design*

The proposal is to construct a 22 ft x 22 ft two-vehicle garage with an attic truss roof to accommodate a studio/home office, including an approximately 30 sq. ft. access tower. The structure is to be sited along the west property line with a 4 ft setback. The garage floor will be elevated above the existing retaining wall and extend southward over bedrock on a structurally designed concrete slab, with enclosed storage provided below. Exterior finishes will consist of Hardie Board siding to match the principal dwelling. No windows are proposed on the west elevation to maintain privacy. A plywood fire break will be provided at the roof soffit. The total height to the top of the finished roof ridge is proposed to be 27.5 ft.

The applicant noted that the design and siting have been discussed with adjacent property owners, and no concerns have been identified.

*Public Notification*

The *Local Government Act* (S.499) requires a local government to give notice at least 10 days before adoption of the resolution to issue the permit to allow for the inclusion of public comment.

**Board Decision Options:**

The Board may choose to either Approve or Defer the Development Variance Request as outlined below.

*Approve the Variance Request*

Following the public input process, the Board may choose to authorize the issuance of the Development Variance Permit. Approving the variance request would allow the property owner to proceed with an application

for a Development Permit and a Building Permit to construct the over-height structure as sited in the attached site plan.

*Defer The Variance Request*

If the Board is considering denying the variance request, the Board's practice is to defer a decision on the Development Variance Permit and invite the applicants to present their application at a future meeting as a delegation to the Board. The deferral may include a request that the property owner redesign or relocate the building.

**Staff recommendation**

Staff are recommending that the Board consider the issuance of the Development Variance request, subject to completion of public notification in accordance with S. 499 of the *Local Government Act*. Staff are supportive of the Development Variance Permit request for the following reasons:

- The proposed Accessory Building complies with the siting regulation as per the ACRD Zoning Bylaw.
- The proposed Accessory Building has been situated in a manner to minimize the potential impacts of height to neighbouring properties, where possible;

*Next Steps*

Should the Board support the recommendation of this report, staff will proceed with Public Notice for comment in accordance with s.499 of the *Local Government Act*. The notice will be sent to all property owners and residents within 100 m radius of the subject property. The application will be brought back to the Board, along with any public correspondence received, for their consideration of issuance of the Development Variance Permit.

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

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

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

Site Photos



Site of proposed accessory building showing existing retaining wall



Existing dwelling unit and accessory building



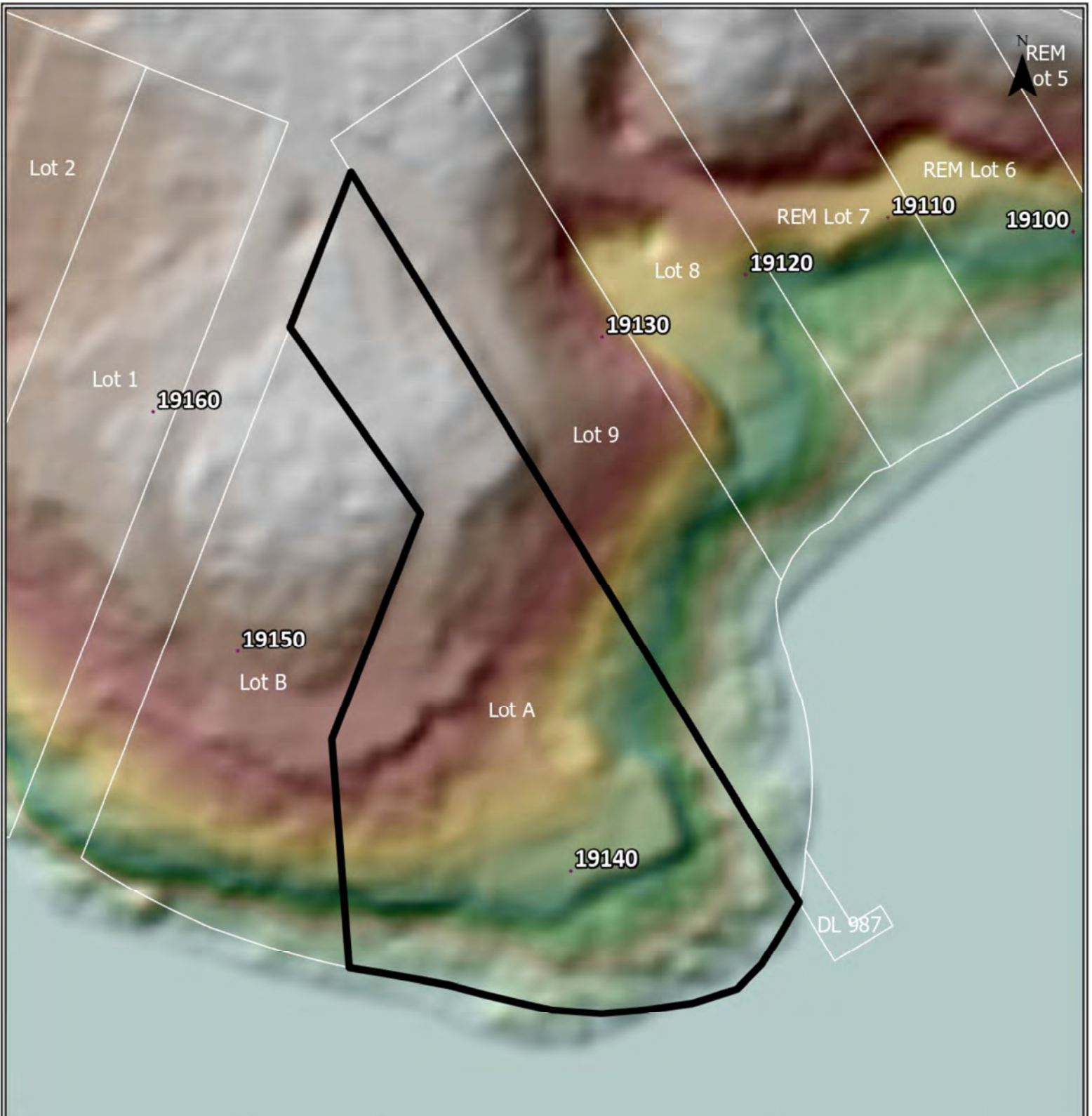
Area affected within DPA I – Foreshore & Riparian Areas Protection (major:30 m)



Existing driveway




Existing driveway access from Pacific Rim Hwy





*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 A, DISTRICT LOT 946, CLAYOQUOT DISTRICT, PLAN 36243**

 Subject Property

Elevation (m)

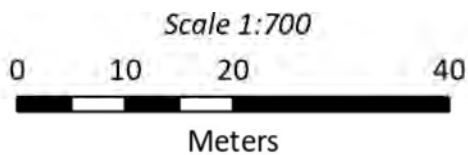
 56.141

 27.253



**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**


Prepared 2026-04-13  
Sources: Prov. BC, ParcelMapBC; ACRD





*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 A, DISTRICT LOT 946, CLAYOQUOT DISTRICT, PLAN 36243

 Subject Property



ALBERNI-CLAYOQUOT REGIONAL DISTRICT


Prepared 2026-04-13  
Sources: Microsoft, VantorProv. BC, ParcelMapBC; ACRD

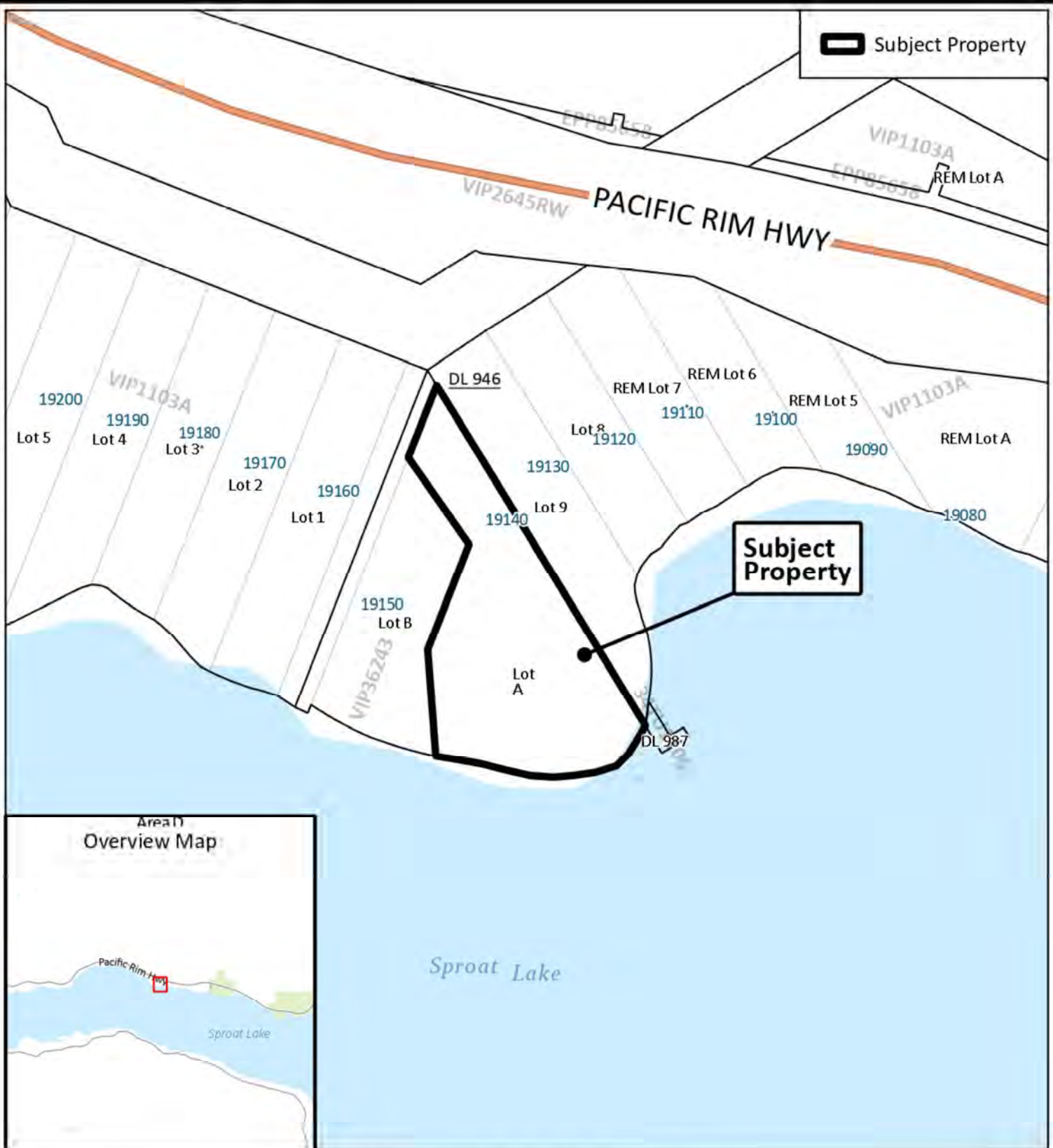
Scale 1:700

0 10 20 40




180 Meters

 Subject Property



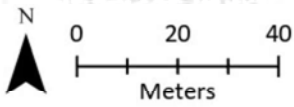
**Subject Property**

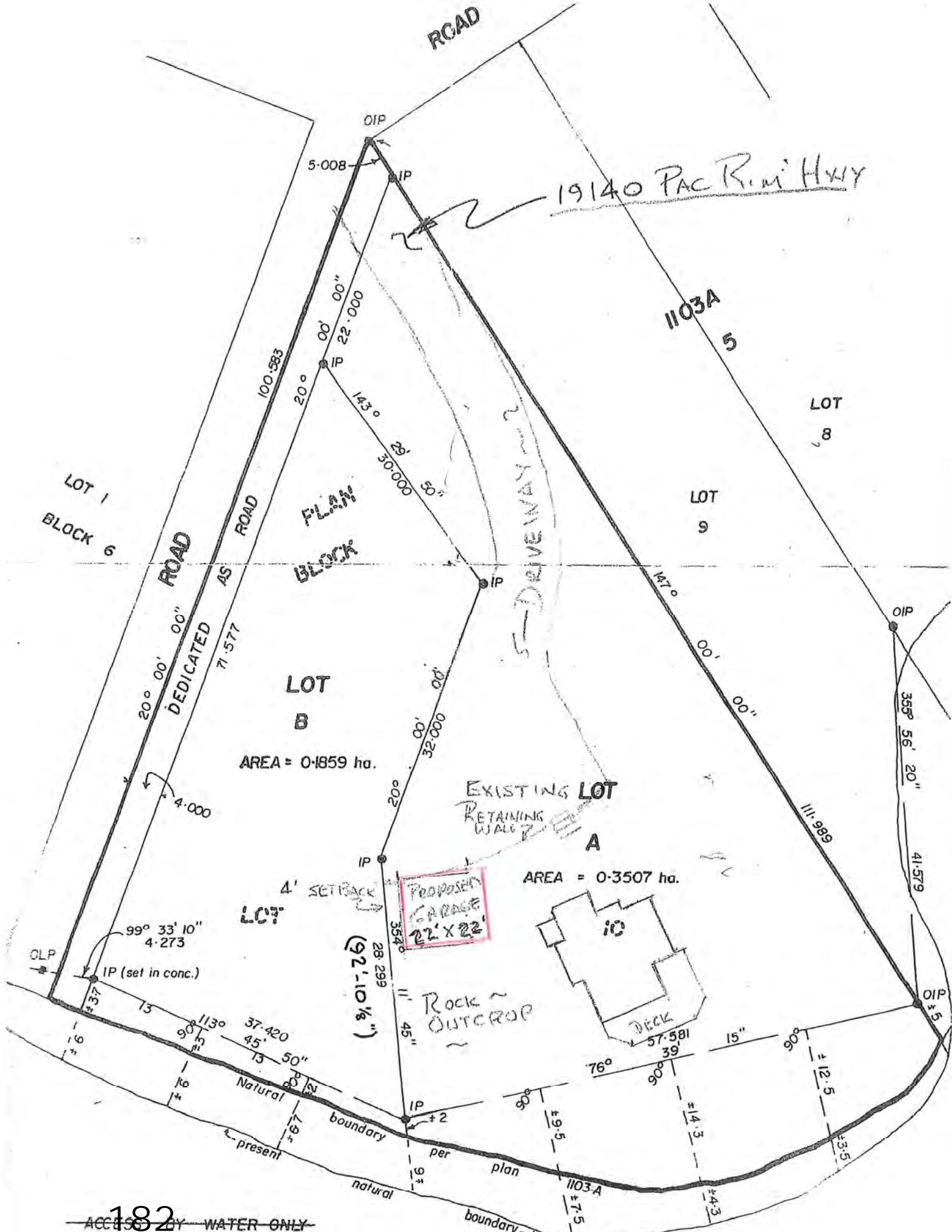


 Address: 19140 Pacific Rim Highway  
Legal Description: LOT A, DISTRICT LOT 946, CLAYOQUOT DISTRICT, PLAN 36243



ALBERNI-CLAYOQUOT REGIONAL DISTRICT





19140 PAC RIM HWY

1103A 5

LOT 8

LOT 9

LOT 1  
BLOCK 6

PLAN  
BLOCK

LOT B

AREA = 0.1859 ha.

EXISTING LOT  
RETAINING WALL

A

AREA = 0.3507 ha.

LOT

PROPOSED GARAGE  
22' X 22'



Rock Outcrop

4' SETBACK  
(92'-10 1/8")





**DVD26003**

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** WALTER G KONKIN  
**Address:** 19140 PACIFIC RIM HWY, PORT ALBERNI, BC

With respect to:

**Legal Description:** LOT A, DISTRICT LOT 946, CLAYOQUOT DISTRICT, PLAN 36243  
**PID:** 000-379-816

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- Development variance of the ACRD Zoning Bylaw, to vary section 6.5.1.e to increase the maximum allowable height of an accessory structure in the Vacation-Home District (RVH) District from 3.8 m (12.5 ft) at a 1.2 m (4 ft) side yard setback to a maximum building height of 7.8 m (25.6 ft).

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on "[INSERT DATE]".

This permit was issued this [DAY] of [MONTH], [YEAR].

---

Daniel Sailland, MBA  
Chief Administrative Officer

---

Chair of the Board of Directors



**To:** ACRD Board of Directors

**Meeting Date:** June 10, 2026

**From:** Alima Khoja, Planner 1

**Voting Structure:** Electoral Area Directors

**Electoral Area:** D - Sproat Lake

**Subject:** Development Variance Permit DVD26004 - 6381 Salal Rd (Terepocki)

**Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit DVD26004 subject to neighbour notification as per Local Government Act s. 499.**

**Development Variance DVD26004:** Development variance of the ACRD Zoning Bylaw, to vary section 6.5.1.e) to increase the maximum allowable height of an accessory structure in the Acreage Residential (RA1) District from 3.66 m (12 ft) to 4.9 m (16 ft).

**Development Proposal:** The property owner has applied for a variance to allow the construction of an accessory building that exceeds the maximum allowable height. The proposal is to build a two-bay garage with a low sloped roof to reduce overall building height. No water or sewer connections are proposed.

**Advisory Planning Commission Recommendation:** The Sproat Lake Advisory Planning Commission reviewed the application at their May 26, 2026 meeting and passed a motion to support the application as presented.

**Property Owner(s):** Robyn and Aaron Terepocki

**Applicant/Primary Contact:** Aaron Terepocki

**Property Information:**

Civic Address:	6381 Salal Rd		
Legal Description:	STRATA LOT 3 DISTRICT LOT 98 ALBERNI DISTRICT STRATA PLAN VIS6508 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V		
PID:	027-414-540	Folio:	770-01173.003
ALR? (Y/N):	N	Lot Area (ha):	0.15 (0.37 ac)
Current Zoning:	RA1 - Acreage Residential District		
Current OCP:	Sproat Lake, Residential Use		
Development Permit Area(s):	N/A		
Current Use & Description:	The property is currently utilized as a residential property with an existing single-family dwelling unit. The parcel is located within a bare land strata development.		

**PL20260015 / DVD26004**

**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?it̓'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).*

Surrounding Zoning and Land Use			
North:	Acreage Residential (RA1) District, Vacant Parcel	South:	Acreage Residential (RA1) District, Part of Strata
East:	Acreage Residential (RA1) District, Single family dwelling lakefront property	West:	Acreage Residential (RA1) District, Single family dwelling lakefront property

**Services:**

- a) **Sewage Disposal:** The property is serviced through a community strata septic system.
- b) **Water Supply:** The property is serviced through a community strata water system.
- c) **Fire Protection:** The property is located within the Sproat Lake Fire Protection Service Area.
- d) **Access:** The property is accessed via Salal Road, which extends from Lakeshore Road.

**Planning Policy Discussion:**

- a) **Official Community Plan:** The property is designated as Residential Use in the Sproat Lake Official Community Plan. The Sproat Lake area contains a range of residential uses and lot sizes. This diversity provides for a mix of housing options. The proposed development is not affected by a development permit area.

*This proposal complies with the objectives and policies of the Sproat Lake OCP.*

- b) **Zoning:** The parcel is zoned Acreage Residential (RA1) District.

	Current:	Proposed:
Minimum Lot Area (ha)	0.17	
Minimum Lot Width (m)	27.4	
Principal & Accessory Front Yard Setback (m)	12.2	
Principal Side Yard Setback (m)	4.6	
Principal Rear Yard Setback (m)	9.1	
Accessory Side Yard Setback (m)	0.9	1
Accessory Rear Yard Setback (m)	0.9	1
<b>Accessory Building Height (m)</b>	<b>3.66</b>	<b>4.88</b>

According to the ACRD Zoning Bylaw section 6.5.1.e), an accessory building shall not exceed 3.66 meters [12 feet] in height except as otherwise provided for in this By-law. The proposed siting of the building is 1 m from the rear and side lot line and there is no graduated height allowance at the proposed siting. The building height would exceed the maximum permitted height by 1.22 m [4 feet] and result in an overall building height of 4.88 m (16 ft).

*This proposal complies with the regulations for siting but does not comply with height regulations. A Development Variance Permit is required to accommodate the design.*

**Comments:**

The applicant is seeking a variance to permit the construction of a two-bay garage that exceeds the maximum permitted height for an accessory building. The proposed structure has an overall ridge height of 18 ft, with a midspan height of 16 ft, resulting in a height that is 4 ft (1.22 m) greater than the maximum allowable height. The applicant has indicated that a low-sloped roof is proposed in order to reduce the overall height and massing of the structure. Section 6.5.1.e) of the ACRD Zoning Bylaw permits a maximum accessory building height of 12 ft. As such, the proposed development requires a Development Variance Permit to allow an increase of 4 ft above the permitted height.

The applicant is proposing a 1.0 m side yard setback and a 1.0 m rear yard setback, which comply with the siting regulations for accessory buildings. The ACRD Zoning Bylaw requires a minimum setback of 0.9 m from both the side and rear property lines, and the proposed development meets these requirements.

*Public Notification*

The *Local Government Act* (S.499) requires a local government to give notice at least 10 days before adoption of the resolution to issue the permit to allow for the inclusion of public comment.

**Board Decision Options:**

The Board may choose to either Approve or Defer the Development Variance Request as outlined below.

*Approve the Variance Request*

Following the public input process, the Board may choose to authorize the issuance of the Development Variance Permit. Approving the variance request would allow the property owner to proceed with a Building Permit to construct the over-height structure as sited in the attached site plan.

*Defer The Variance Request*

If the Board is considering denying the variance request, the Board's practice is to defer a decision on the Development Variance Permit and invite the applicants to present their application at a future meeting as a delegation to the Board. The deferral may include a request that the property owner redesign or relocate the building.

**Staff recommendation**

Staff are recommending that the Board consider the issuance of the Development Variance request, subject to completion of public notification in accordance with S. 499 of the *Local Government Act*. Staff are supportive of the Development Variance Permit request for the following reasons:

- The proposed Accessory Building complies with the siting regulation as per the ACRD Zoning Bylaw.
- The proposed Accessory Building has been situated in a manner to minimize the potential impacts of height to neighbouring properties, where possible;
- The ACRD has received six (6) letters of support from strata property owners in support of the application, including from the upland property owner that would be most impacted by the construction.

*Next Steps*

Should the Board support the recommendation of this report, staff will proceed with Public Notice for comment in accordance with s.499 of the *Local Government Act*. The notice will be sent to all property owners and residents within 100 m radius of the subject property. The application will be brought back to the Board, along with any public correspondence received, for their consideration of issuance of the Development Variance Permit.

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

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

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

Site Photos



Proposed location of the structure at the north-east corner of the lot



Proposed location of the structure looking north



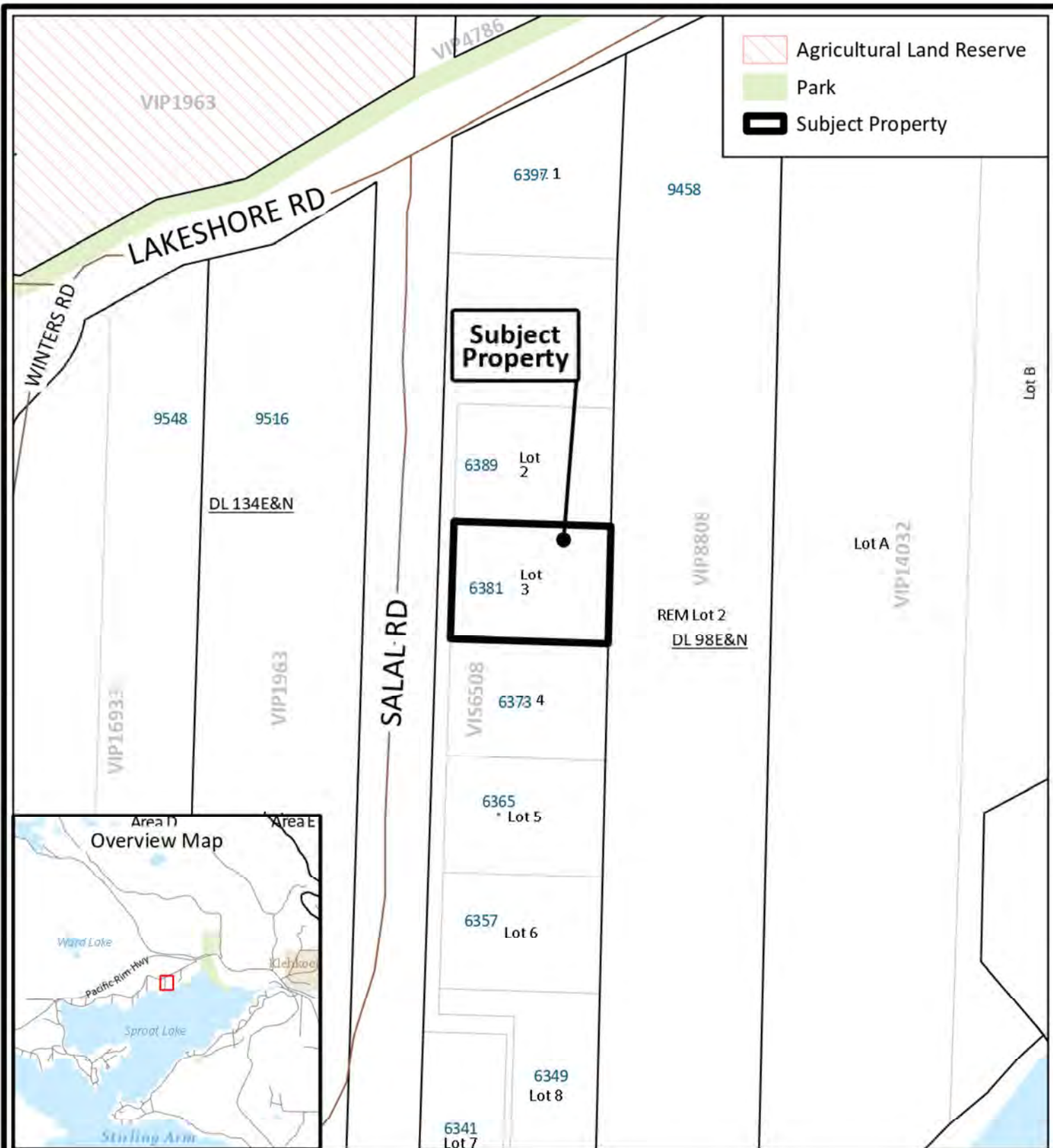
Front façade of the property looking east



Back façade of the property looking west



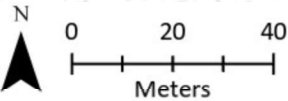
Existing driveway access from Salal Road



Address: 6381 Salal Road  
 Legal Description: STRATA LOT 3 DISTRICT LOT 98 ALBERNI DISTRICT STRATA PLAN VIS6508 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V



ALBERNI-CLAYOQUOT REGIONAL DISTRICT





6389

Lot 2

6381

Lot 3


REM Lot 2

Lot 4

6373

*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.*

STRATA LOT 3 DISTRICT LOT 98 ALBERNI  
DISTRICT STRATA PLAN VIS6508

 Subject Property



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

Prepared 2026-04-13  
Sources: Microsoft, VantorProv. BC,  
ParcelMapBC; ACRD

Scale 1:350

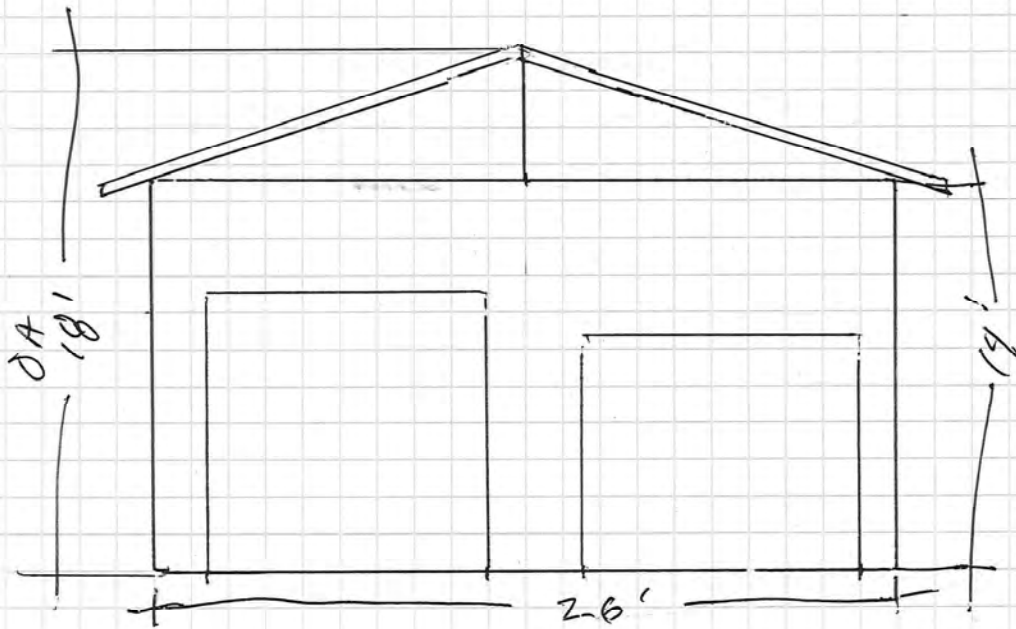
0 5 10 20



Meters



6381 SALAL RD. TEREPOCKE  
PROPOSED SHOP BUILDING FRONTAGE



## Alima Khoja

---

**From:** Gary Sutton <[REDACTED]>  
**Sent:** May 19, 2026 9:10 AM  
**To:** Alima Khoja  
**Subject:** 6381 Sala rd variance-Terepocki

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**[CAUTION]** This email originated from outside of the ACRD

Good morning, Gary and Sonja Sutton have no objection to the building of the shop proposed by Aaron and Robyn Terepocki at 6381 Salal rd. Sincerely Gary&Sonja Sutton  
[REDACTED] Salal Rd.

## Alima Khoja

---

**From:** Sonja Sutton [REDACTED]  
**Sent:** May 18, 2026 7:53 PM  
**To:** Alima Khoja  
**Cc:** Robyn Terepocki; Aaron Terepocki  
**Subject:** 6381 Salal Rd Variance

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**[CAUTION]** This email originated from outside of the ACRD

We are neighbours with Aaron and Robyn Terepocki and support their proposal to build a shop.

Thank you.  
Gary and Sonja Sutton  
[REDACTED] Salal Road

## Alima Khoja

---

**From:** April Rommel [REDACTED]  
**Sent:** May 19, 2026 10:44 AM  
**To:** Alima Khoja  
**Subject:** 6381 Salal Rd, Port Alberni

**[CAUTION]** This email originated from outside of the ACRD

Please accept this email as my letter of agreement for the proposed building variance requested at the above noted address.

--

April Rommel  
[REDACTED] Salal Rd  
Port Alberni, BC  
[REDACTED]

## Alima Khoja

---

**From:** Gail and Terry Waterland [REDACTED]  
**Sent:** May 19, 2026 12:18 PM  
**To:** Alima Khoja  
**Subject:** Fwd: Variance application

**[CAUTION]** This email originated from outside of the ACRD

Dear Alima Khoja,

We are located at [REDACTED] Salal Rd. And we have no issues with the variance request from the Terepockis as described below.

Sincerely,  
Gail & Terry Waterland

---

**From:** Robyn [REDACTED]  
**To:** Sonja [REDACTED]; Chris [REDACTED]; April [REDACTED]; Jack [REDACTED]; Don [REDACTED]; Terry [REDACTED]; Gary [REDACTED]; Aaron [REDACTED]; [REDACTED]; Jim [REDACTED]; rene [REDACTED]  
**Date:** Monday, 18 May 2026 6:23 PM PDT  
**Subject:** Variance application

Hello All,

We, at [REDACTED] Salal Road (Robyn & Aaron Terepocki), are planning to build a two-bay garage on the northeast corner of our property. The proposed building will be approximately 700 square feet and within the permitted lot coverage for our property.

As part of the project, we have applied to the Alberni-Clayoquot Regional District (ACRD) for a building variance related to building height. We are requesting approval for a 14-foot ceiling height while proposing a low-pitch roof to keep overall height at approximately 18 feet to help ensure the overall building height remains reasonable and in keeping with the area.

The ACRD has visited the site and indicated that it would be helpful to the application process if adjacent neighbours who are supportive of the proposal wished to provide a brief note of agreement.

The planner is hoping to forward the proposal to the Planning Committee on May 26 and has requested that any comments from affected parties be submitted this week. As part of the variance process, all property owners within a 100-metre radius will receive formal notification; however, any early letters of support would be greatly appreciated.

If you are comfortable providing a note of agreement, it can be sent to Alima Khoja in the Planning Department at [akhoja@acrd.bc.ca](mailto:akhoja@acrd.bc.ca).

Thank you very much for your consideration.

Aaron and Robyn Terepocki  
[REDACTED] Salal Road

Sent from my iPhone

## Alima Khoja

---

**From:** Chris Rommel <[REDACTED]>  
**Sent:** May 19, 2026 10:44 AM  
**To:** Alima Khoja  
**Cc:** [REDACTED]  
**Subject:** Garage Build at 6381 Salal Rd, Sproat Lake

**[CAUTION]** This email originated from outside of the ACRD

Good Morning,

I am writing in support for a garage build and height variance at the above address. We live at [REDACTED] Salal and have a garage similar to what Aaron and Robyn are hoping to build.

Please do not hesitate to reach out with any questions

Chris Rommel

BLC Construction Ltd.

[REDACTED]

**From:** [REDACTED]  
**To:** [Alima Khoja](#)  
**Subject:** 6381 Salal Rd Variance Permit  
**Date:** May 25, 2026 2:06:26 PM

---

[CAUTION] This email originated from outside of the ACRD

Good Afternoon Alima

I am writing in as a neighbour of Aaron & Robyn Terepocki.

I live at [REDACTED] Salal Rd.

We have no problem with the variance on their proposed shop.

Please contact the undersigned if you need any more information.

Regards,

Don & Wendy May



**DVD26004**

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** ROBYN M TEREPOCKI, AARON F TEREPOCKI,  
**Address:** 6381 SALAL RD, PORT ALBERNI, BC

With respect to:

**Legal Description:** STRATA LOT 3 DISTRICT LOT 98 ALBERNI DISTRICT STRATA PLAN VIS6508 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V

**PID:** 027-414-540

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- Development variance of the ACRD Zoning Bylaw, to vary section 6.5.1.e to increase the maximum allowable height of an accessory structure in the Acreage Residential (RA1) District from 3.66 m (12 ft) to 4.88 m (16 ft).

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on “[INSERT DATE]”.

This permit was issued this [DAY] of [MONTH], [YEAR].

---

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:** June 10, 2026

**Electoral Area:** D - Sproat Lake

**Subject:** Development Variance Permit DVD26002 - 8925 FABER RD (GIRARD)

---

**Recommendation:**

**THAT the Alberni-Clayoquot Regional District Board of Directors issue Development Variance Permit DVD26002.**

---

**Property Information:**

Civic Address:	8925 Faber Rd		
Legal Description:	LOT 16, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275		
PID:	004-207-688	Folio:	770-00795.000
ALR? (Y/N):	N	Lot Area (ha):	0.26 (0.65 ac)

**Background:**

The applicant is seeking a variance to reduce the south side yard setback from 4.6 m (15 ft) to 2.7 m (9 ft) to facilitate the future construction of a single-family dwelling in alignment with the existing accessory building which is located 2.7 m (9 ft) from the south side yard setback. Demolition of the dwelling may be considered in the future, subject to approval of the requested variance.

*Previous Consideration and Public Notification*

The Board of Directors considered the application at the May 13, 2026 meeting and resolved to consider issuing the variance permit following public notification as per *Local Government Act s. 499*. A notice to owners and occupants within 100 metres of the property was mailed on May 22. To date, one (1) response has been received from the public in support of the application. If any responses are received prior to the June 10 meeting, staff will inform the Board.

*Development Permit Area*

The property is affected by DPA I – Foreshore & Riparian Areas Protection (major: 30 m). Any development within 30 m of the natural boundary of the lake would require issuance of a development permit including an assessment completed by a Qualified Environmental Professional (QEP).

It is recommended the Board issue Development Variance Permit DVD26002.

**PL20260007/DVD26002**

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

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


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

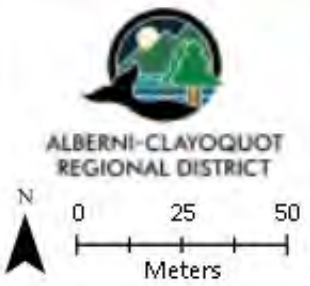
- AV Stream Atlas
- Park
- ▭ Subject Property

Sproat Lake

Subject Property




**Address: 8925 Faber Rd**  
**Legal Description: LOT 16, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275**





*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 16, DISTRICT LOT 41, ALBERNI  
DISTRICT, PLAN 15275**


 Subject Property




**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

Elevation (m)

Prepared 2026-04-13  
Sources: Prov. BC, ParcelMapBC; ACRD

 40.121

 27.253

Scale 1:500

0 5 10 20



**206** 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.*

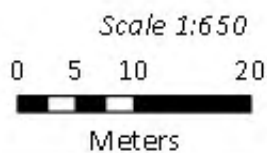
**LOT 16, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275**

 Subject Property



**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**

Prepared 2026-04-13  
Sources: Microsoft, VantorProv. BC, ParcelMapBC; ACRD



**Maddie Graham**

---

**From:** H Steele [REDACTED]  
**Sent:** June 2, 2026 7:57 AM  
**To:** Planning Shared  
**Subject:** Variance permit for Albert and Diana Girard of 8925 Faber rd . I , Hubert John Steele of [REDACTED] Faber rd. Am in favor of this variance , June 2 2026

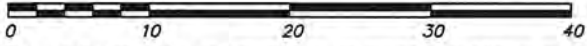
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

[CAUTION] This email originated from outside of the ACRD

Sent from my iPhone

# TOPOGRAPHIC SITE PLAN OF LOT 16, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275.

SCALE 1:400



THE INTENDED PLOT SIZE IS 280mm IN WIDTH AND 432mm IN HEIGHT  
(B SIZE) WHEN PLOTTED AT A SCALE OF 1:400.

## NOTES:

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF  
UNLESS OTHERWISE INDICATED.

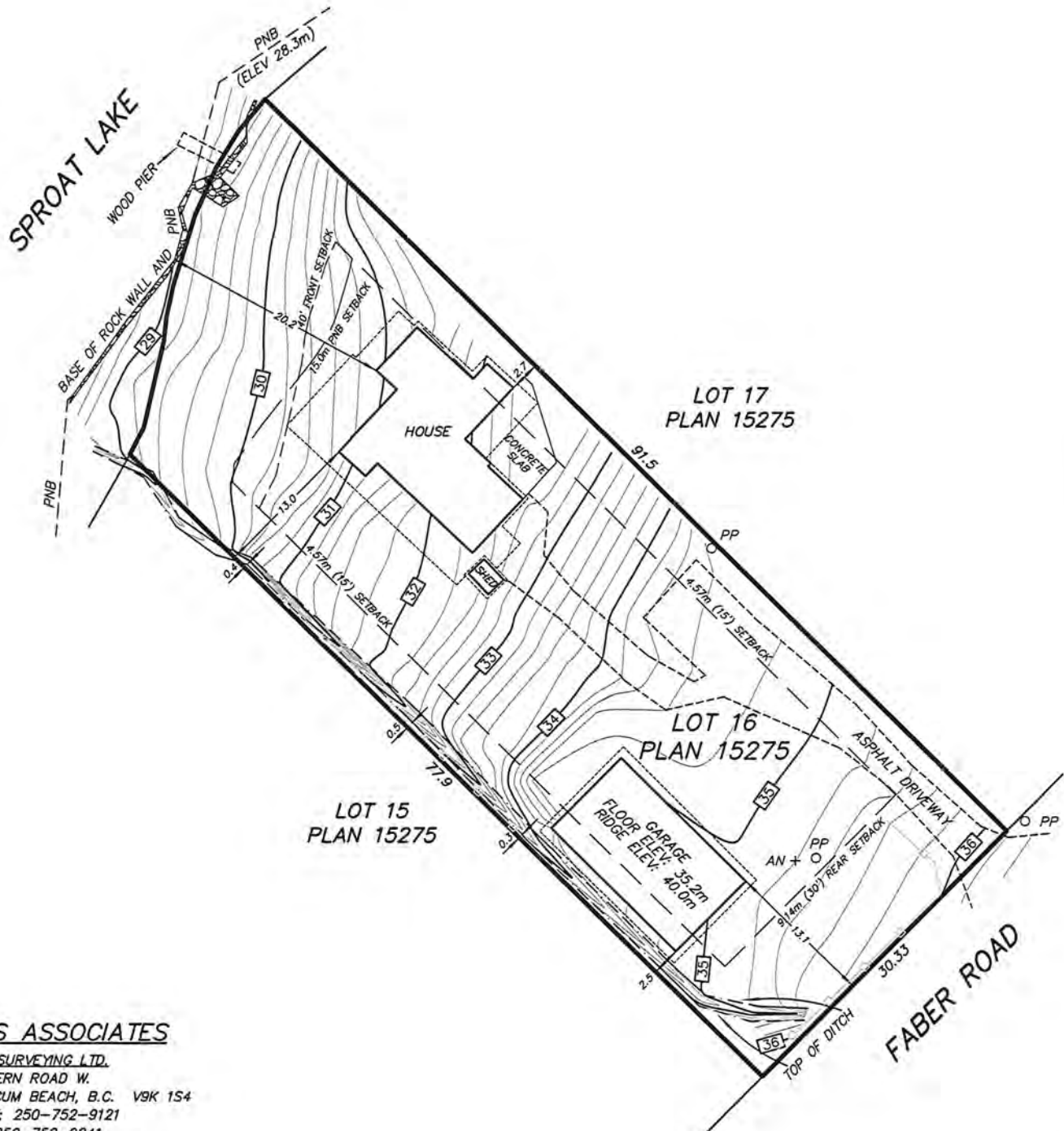
CONTOUR INTERVAL IS 0.2 METRES.

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

CIVIC ADDRESS: 8925 FABER ROAD,  
PORT ALBERNI, BC

## LEGEND:

- PP ○ DENOTES POWER POLE
- PNB --- DENOTES PRESENT NATURAL BOUNDARY
- DENOTES ROOF OVERHANG
- DENOTES WOOD FENCE
- AN + DENOTES HYDRO ANCHOR



## SIMS ASSOCIATES

LAND SURVEYING LTD.  
223 FERN ROAD W.  
QUALICUM BEACH, B.C. V9K 1S4  
PHONE: 250-752-9121  
FAX: 250-752-9241  
FILE NUMBER: 21-094-BL  
DRAWING NUMBER: 21-094 T1.dwg  
DATE: 2021/05/04

Faber

Road

Drive  
way

K 9°

W 28' X 48' L

SHOP

48'

W 28' X 36' L

3 Bay's

36'

UTILITY  
+ Bath

Bedroom

Bedroom

58'

MAIN  
Bedroom

ENTRANCE  
↓

Kitchen

Dinning

Living

32'

56'

5000 sqft.  
IN TOTAL.  
210

Lake



**DVD26002**

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** ALBERT R GIRARD, DIANA M GIRARD

**Address:** 8925 FABER RD, PORT ALBERNI, BC

With respect to:

**Legal Description:** LOT 16, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275

**PID:** 004-207-688

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- Development Variance of the ACRD Zoning Bylaw, Schedule II Bulk and Site Regulations to reduce the required side yard setback on the south lot line in the Acreage Residential (RA1) District from 4.6 m (15 ft) to 2.7 m (9 ft) to allow for the construction of a single family dwelling.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on “[INSERT DATE]”.

This permit was issued this [DAY] of [MONTH], [YEAR].

---

Daniel Sailland, MBA  
Chief Administrative Officer

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Chair of the Board of Directors



**To:** ACRD Board of Directors

**From:** Brooke Eschuk, Planner 1; Serena Manhas, Planner 1

**Meeting Date:** June 10, 2026

**Subject:** Sproat Lake and Area Official Community Plan Update – Phase 4: Engagement Summary Report

**Desired Outcome:**

That the ACRD Board of Directors receive the Phase 4: Engagement Summary Report for the Sproat Lake and Area Official Community Plan (OCP) Update Project. This update intends to complement the Request for Decision report and recommendation for the Board to consider proceeding with first reading of the Sproat Lake and Area OCP Bylaw P1540 at the June 10, 2026 Board meeting.

**Summary:**

Planning staff have compiled and analyzed community input during Phase 4 of the Sproat Lake and Area OCP Update Project. The Phase 4 Engagement Summary Report outlines engagement activities undertaken during the “Create the Plan” phase. This phase included the development of land use designations, drafting the core policies of the OCP, establishing Development Permit Areas (DPAs) and associated mapping, and preparing the Sproat Lake and Area OCP Bylaw P1540.

**Background:**

In January 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, Beaver Creek/Beaufort, and Bamfield/Cherry Creek, as outlined in the OCP Updates Work Plan and Community Engagement Strategy.

**Phase 4 Engagement Summary Report**

The Phase 4 Engagement Summary Report outlines the engagement events and activities that occurred to inform the Sproat Lake and Area Official Community Plan during Phase 4, including open houses and workshops, surveys, and “What We Heard” pop-up events. In addition, the OCP team held an engagement specifically for community members from čišaaʔatḥ (Tseshah First Nation) and met with Hupačasath First Nation Chief and Council.

The OCP team additionally met with several committees including the Alberni-Clayoquot Health Network, the Agriculture Advisory and Agricultural Development Committees, and many local community groups and organisations to inform the OCP during this phase of engagement.

Open house events on November 25, 2025 and May 4, 2026 at the Sproat Lake Community Hall were held, along with online questionnaires available around those dates. At the May 4 event, staff presented the Draft Sproat Lake and Area OCP and invited community members to ask questions and provide comments on the Draft OCP text and maps. Additionally, an online questionnaire and subsequent FAQ were available to provide feedback and answer questions raised. Feedback gathered through each engagement session and community conversation has been incorporated into the Sproat Lake and Area OCP, where appropriate.

**Time Requirements – Staff & Elected Officials:**

The Sproat Lake and Area OCP is a comprehensive project that began in January 2025 with a hybrid consultant and staff team, with the majority of the “Create the Plan” Phase 4 led by the OCP staff team. External contractor support for this project focused on outlining the OCP policies that are required by legislation and the contract support ended in February 2026. The OCP staff team took the lead on all community engagement and focused on community-led policies and content based on what was heard during the OCP engagement project.

**Financial:**

OCP resources and funding are through the Rural Planning Service, and Planning staff and project expenses are grant-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: *Heather Zenner*  
Heather Zenner, MA, Manager of Administrative Services

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

# SPROAT LAKE AND AREA

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## OFFICIAL COMMUNITY PLAN UPDATE

PHASE 4 – ENGAGEMENT  
SUMMARY REPORT

June 2026



*Help create the Plan!*



# INTRODUCTION



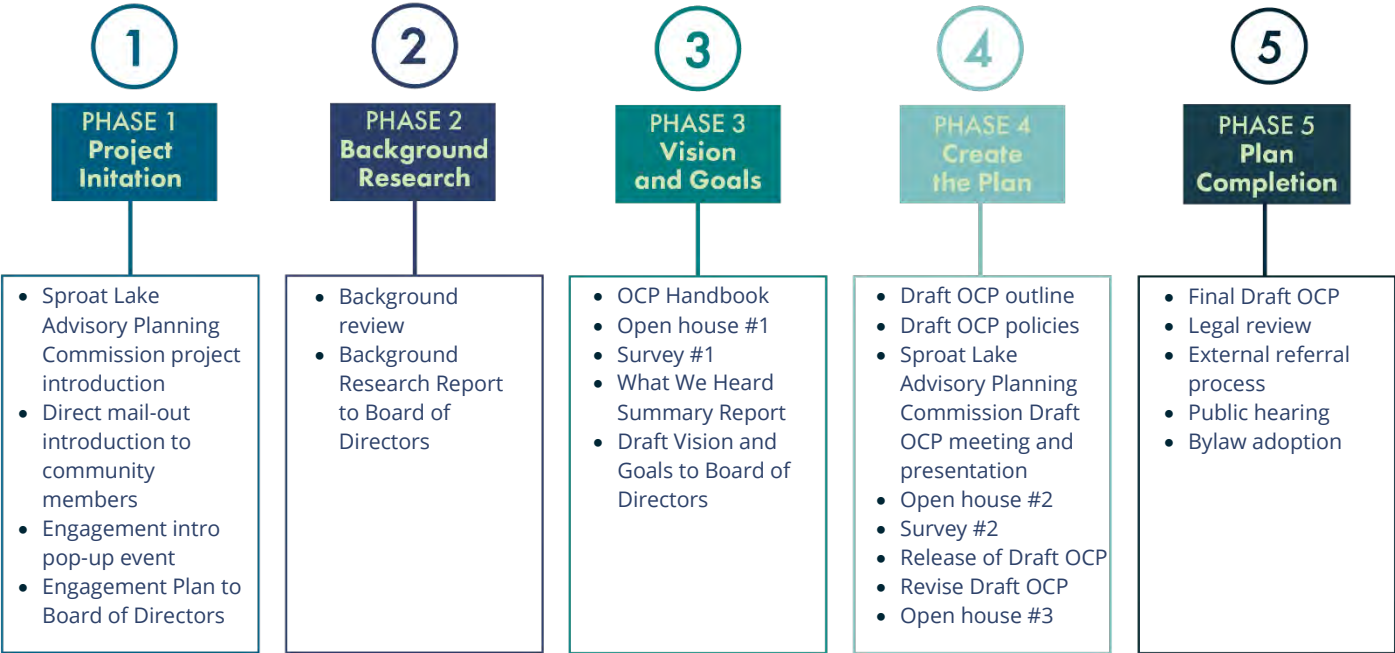
In January 2025, the Alberni-Clayoquot Regional District (ACRD) started a full-scale update of the Sproat Lake and Area Official Community Plan (OCP). An OCP is a set of goals and policies that outline the long-term vision for the community and guides future decision-making on growth and development.

The current OCP for Sproat Lake and Area was adopted over a decade ago in June 2014. 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 of activities, as well as what we heard throughout Phase 4 – Create the Plan. It also explains how community feedback was collected and used to create the Draft Sproat Lake and Area OCP. The feedback from Phases 1 to 3 was used to create the Draft Vision and Goals.

## PROJECT TIMELINE

Phase 4 – Create the Plan began in Summer 2025, with the Plan Completion phase estimated to be finalized in Summer 2026. The steps taken in each project phase are summarized below alongside 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 community members, local community groups, First Nations, agencies, and the Province since February 2025. Engagement opportunities were provided both in-person, and online on the project page at [www.letsconnectacrd.ca/sproat-lake-ocp](http://www.letsconnectacrd.ca/sproat-lake-ocp).

### COMMUNITY ENGAGEMENT

The ACRD has engaged with community throughout the entire OCP process through in-person events, such as open houses, a community BBQ, pop-ups, as well as online through meetings and surveys. Community feedback was gathered and compiled to create the Draft Sproat Lake and Area OCP Vision and Goals and helped guide and refine the policies for the Draft Sproat Lake and Area OCP.

The following events were held in-person for community to engage with the OCP:

DATE	EVENT	LOCATION	NUMBER OF ATTENDEES
February 26, 2025	Project Introduction Pop-up	Tsashaht Market	15 attendees
May 8, 2025	Open House and Workshop #1	Sproat Lake Community Hall	45 attendees
May 24, 2025	'What We Heard' Pop-up	Dellas Café	24 attendees
June 26, 2025	Central Lake Road Community Meeting	Sproat Lake Community Hall	14 attendees
June 30, 2025	Great Central Lake Pop-up	Ark Resort and Marina	25 attendees
August 22, 2025	Community BBQ	Cougar Smith Park	87 attendees
September 4 to 7, 2025	Alberni Valley Fall Fair	Alberni Valley Fair Grounds	n/a 3 project subscribers
September 14, 2025	Family Farms Day	Arrowvale Farms	29 attendees
November 25, 2025	Open House #2	Sproat Lake Community Hall	41 attendees
May 4, 2026	Draft OCP Open House	Sproat Lake Community Hall	33 attendees

The following opportunities were also provided for community to engage online:

DATE	EVENT	LOCATION	NUMBER OF RESPONSES
February 3 to March 31, 2025	Sproat Lake OCP Handbook	Online	6 submissions, 18 participants
April 22 to June 1, 2025	Engagement Survey #1	Online	72 submissions
August 21 to September 22, 2025	Sproat Lake OCP Handbook Relaunch	Online	0 submissions
October 20 to November 30, 2025	Engagement Survey #2	Online	87 submissions
April 27 to May 24, 2026	Draft OCP Feedback Questionnaire	Online	14 submissions, 4 emails

## SPROAT LAKE APC ENGAGEMENT

The community engagement process has also been guided by the Sproat Lake 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 of the Sproat Lake and Area OCP.

The APC has discussed the Sproat Lake and Area OCP at the following meetings:

DATE	MEETING DETAILS	LOCATION
January 13, 2025	Sproat Lake (Area D) OCP Update Introduction	ACRD Boardroom or hybrid
March 10, 2025	Sproat Lake and Area OCP Project Update, and Background Research Report	ACRD Boardroom or hybrid
September 15, 2025	Sproat Lake and Area OCP Project Update, and Draft Vision and Goals	ACRD Boardroom or Hybrid
April 7, 2026	Review Draft Sproat Lake and Area OCP Policies	Sproat Lake Community Hall or Hybrid
April 27, 2026	Review Draft Sproat Lake and Area OCP and Mapping	Sproat Lake Community Hall or Hybrid
May 26, 2026	Sproat Lake APC meeting	ACRD Boardroom or hybrid

## ENGAGEMENT WITH FIRST NATIONS

Electoral Area “D” is located entirely within the traditional territories of the c̓šaaʔath (Tseshaht First Nation) and Hupačasath First Nation. It is also adjacent to the First Nation reserves of Tsahaheh (Tseshaht First Nation) and Klehkoot (Hupačasath First Nation). Areas located outside the OCP Area and within Electoral Area “D” include lands governed by the Maa-nulth Final Agreement.

The OCP has tried to ensure thoughtful engagement with First Nations throughout the process. Discussions have been held with staff from c̓šaaʔath (Tseshaht First Nation) and Hupačasath First Nation on the best way to engage with the Nations.

The OCP Project Team met on the following dates to discuss the Sproat Lake and Area OCP Update with each Nation, alongside their participation at APC meetings, phone calls and emails:

DATE	NATION	MEETING INFORMATION
December 1, 2025	Hupačasath First Nation	In-person Council meeting
February 24, 2026	c̓šaaʔath (Tseshaht First Nation)	Community event

## COMMITTEE AND ORGANIZATION ENGAGEMENT

Throughout the process, the ACRD committees and community organizations have been updated on the project and provided the opportunity to comment on engagement processes and Draft policies.

The OCP Project Team met on the following dates to discuss the Sproat Lake and Area OCP with the following groups:

DATE	COMMUNITY GROUP/ORGANIZATION	MEETING INFORMATION
February 6, 2025	Island Health	Online
February 19, 2025	Alberni-Clayoquot Health Network	Online
July 15, 2025	Agricultural Development Committee	In-person
July 16, 2025	Agricultural Advisory Committee	In-person
September 17, 2025	Alberni-Clayoquot Health Network	Online
September 25, 2025	Sproat Lake Property Owners Association	In-person
September 25, 2025	Alberni Valley Food Security Society	In-person
November 14, 2025	Grove Gallery (Alberni Valley Arts Council)	In-person
November 28, 2025	Sproat Lake Campground	In-person
December 9, 2025	Somass Fish Flow Committee	Online
December 10, 2025	Sproat Lake Woodlands Society	Online
December 11, 2025	Agricultural Land Commission	Online

February 10, 2026	Accessibility Committee	In-person
April 21, 2026	Agricultural Development Committee	Online
May 6, 2026	Riders of Alberni Valley	In-person
May 11, 2026	Agricultural Advisory Committee	In-person
May 21, 2026	ADSS Senior Leadership Class	In-person

## HOW WE SHARED INFORMATION

### PROJECT WEBPAGE

A dedicated Let’s Connect ACRD webpage for the Sproat Lake and Area OCP was launched on January 5, 2025. The webpage provided community with an overview of the OCP planning process and engagement event updates, with 113 page subscribers as of June 1, 2026. This project webpage was updated throughout the OCP phases. The Let’s Connect webpage has received 3,044 total visits from January 5, 2025 to May 31, 2026. The project page can be viewed at: [www.letsconnectacrd.ca/sproat-lake-ocp](http://www.letsconnectacrd.ca/sproat-lake-ocp).

### EMAIL UPDATES

Let’s Connect project page subscribers received email reminders and engagement event updates to participate either online or in-person. In addition, emails were sent to organizations, community groups, and neighbouring local governments, regarding any upcoming engagement events and to share project updates. Major project updates that they received included information on the Background Research Report, Draft Vision and Goals, and the Draft Sproat Lake and Area OCP.

### SOCIAL MEDIA

The ACRD used social media posts to reach out to community members on the Sproat Lake and Area OCP 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

From the Engagement Survey #2 and Open House #2, the OCP project team learned that community sandwich boards were one of the top ways community members learned about the project. Sandwich boards were used throughout community locations which have included McCoy Lake Road, Stuart Avenue, Faber Road, Central Lake Road, Ark Resort, Bomber Base Road, and Lakeshore Road. These sandwich boards were used to inform community members when there were upcoming engagement events or surveys.

## NEWSPAPER & RADIO

The OCP project team informed community members about the project through newspaper and radio. Several newspaper advertisements were placed with Alberni Valley News, as well as the Peak radio. These advertisements included a project introduction, upcoming engagement events, and the release of the Draft Plan.

## MAIL-OUTS

The introduction of the OCP Update project was the first mail-out that community members received with a flyer explaining what an OCP is. Community members received flyers mailed out for all engagement opportunities and surveys throughout Phase 4, including the launch of the Draft OCP.

## THE SCOOP

The Sproat Lake and Area OCP was highlighted on The Scoop on April 28<sup>th</sup>. The team discussed the OCP process, how to participate and how to provide feedback.

*Figure 1. Community Sandwich Board on Lakeshore Road.*





## ‘WHAT WE HEARD’ IN PHASE 4

### OPEN HOUSE #2

In the early part of Phase 4, a drop-in open house was held on November 25, 2025 at the Sproat Lake Community Hall which had 41 attendees (Page 7). During the open house, community members were asked questions related to key topics and invited to share their thoughts and comments. Interactive display boards were placed throughout the room.

The open house started with an activity where community members were asked “how did you hear about the Sproat Lake and Area OCP open house and survey?” and “where do you live?”. Attendees placed a token in a jar to answer the question. The top two methods of hearing about the open house and survey were email (11) and community sandwich boards (9). When asked where attendees live, they selected Sproat Lake (28), Great Central Lake (3), Hector Rd/Service Rd Area (2), and Bell Rd/Stuart Ave (1).

This open house was used to gather more in-depth information about what specific topics should be discussed, based on the vision and goals the community had laid out. The following lays out some of the topics discussed and questions asked on the display boards:

#### RECONCILIATION

“What does reconciliation mean to you?”

Answers included:

*“graduate from reconciliation to partnership”; “understanding past history – working together for an inclusive future”.; “Asking for involvement / input at the beginning, not the end”; “Listening; Learning”; and “Reconnecting with all things + beings, lost and stolen and forgotten. Restoring relationships with trust, truth and stewardship”*

#### HOUSING & LOT SIZES

Like in the survey, questions asked on housing and lot sizes were largely split. For example:

“Should we allow Accessory Dwelling Units (ADUs) on (parcels between) half an acre and parcels smaller than 1 acre?”

Ten community members answered yes, while nine community members answered no to this question. Community members added comments which included: *“noise!”*, *“traffic”*, *“congestion on lake”*, *“promote ability to age in place”*, and *“allow ADU on all lots no matter size”*.

#### SPROAT LAKE VOLUNTEER FIRE DEPARTMENT

“What barriers exist for volunteering for the Sproat Lake Volunteer Fire Department?”

Community members answered that the barriers are age, the increase in non-resident purchase of properties (not year-round occupants), and cost of real estate.

### EMERGENCY MANAGEMENT

“What hazards are you most concerned your home is vulnerable to?”

Community members answered: wildfires (16), back-up exit route (10), flooding (4), earthquakes (1), and severe storms/power outages (1) (Figure 2).

Figure 2. Emergency Management display board question.



### INVASIVE SPECIES

“Which invasive species concerns you the most?”

Community members highlighted that the Common Carp/Koi and Scotch Broom are the most concerning invasive species in the area (Figure 3).

“How should invasive species be managed in Sproat Lake and Area?”

Some of the answers from community members included: “enforcement to rid your own lots of broom, especially commercial lots” and “koi derby – kids, adult and bag weight prizes”.

Figure 3. Invasive Species display board question.

Which invasive species concerns you the most?					
Common Carp/Welsh	Sunfish	American Bullfrogs	Scotch Broom	English Ivy	Other (please list)
✓✓✓✓✓✓✓✓✓✓	✓	✓✓✓✓	✓✓✓✓✓✓✓✓✓✓ -Stumps -Fire hazard	✓✓✓✓✓	Other (please list) Daisy Armyworm millipede maybe millipede GOOSE Black Spine Mormon Gland
✓	✓	✓	✓	✓	

## AGRICULTURE

“How can the ACRD support food production, processing, and distribution in Sproat Lake and the surrounding areas?”

Comments received include: “leave the ALR alone – don’t sell off parts for development”, “keep farmland as is, no rezone to residential or commercial” and “advocate for farmers around support for abattoir applications and associated zoning”.

## ENGAGEMENT SURVEY #2

During engagement activities, attendees were encouraged to complete an online survey hosted on the Let’s Connect website, available from October 20 to November 30, 2025. This survey had a total of 87 respondents. The primary residence of survey respondents indicated the following: Sproat Lake (59), Bell Road/Stuart Avenue area (3), McCoy Lake area (2), and Great Central Lake (4). Survey respondents indicated they own property at: Sproat Lake (65), Great Central Lake (6), McCoy Lake area (1), Bell Road/Stuart Avenue area (3), and City of Port Alberni (9).

Respondents were asked where they heard about the Sproat Lake and Area OCP Update project which included: social media (29), newspaper (4), radio (2), mailout (12), friends/family (21), community event (7), community flyer (12), community sandwich board (21), ACRD website (6), Let’s Connect ACRD (9), and email (17).

The following is an overview of ‘what we heard’ from community members on *Engagement Survey #2*. Where graphs and charts have been used, the information reflects the survey responses.

## RECONCILIATION

Survey Questions:

“What does reconciliation with First Nations mean to you?”

“How can the ACRD show a greater commitment to reconciliation in Area “D”?”

“How can the ACRD better support First Nations-led projects in the community?”

Survey respondents expressed the value of collaborating with First Nations and building relationships, using to Nuu-chah-nulth place names in signage and mapping and protecting Indigenous culture and learning about Indigenous history. Community members would appreciate more communication to First Nations about ACRD led projects.

One respondent stated this in response to “What does reconciliation with First Nations mean to you?”:

*“learning about and from Indigenous culture, working together, making amends, finding common ground, integration, collaboration, respect, recognition” and “it means protecting culture, respecting Indigenous culture, and Indigenous identity. It means learning, educating ourselves in the culture of Indigenous people, sharing language, teachings and customs”.*

– Phase 4 survey response

## PARKS, RECREATION, & TRAILS

In Phase 3, community members indicated parks and trails are very important. Phase 4 Survey #2 asked for more detail to better understand community sentiment.

Survey Question:

“What types of recreation facilities (i.e. playgrounds and trails) would you like to see developed in your neighbourhood?”

The largest portion of survey respondents indicated trails. Respondents expressed that they would like the trail system expanded: Lakeshore Road, Cougar Smith Park, Faber Road, and Stirling Arm. Some of the survey responses included:

*“completed roadside trail along Faber Road”, “more trails”, and “a continuation of the trail along Faber Road. There is still a lot of foot traffic on the road itself, and it’s not safe”.*

– Phase 4 survey responses

Respondents further expressed they would like to see better maintenance of the current ACRD parks and trails, including removal of dangerous trees and vegetation maintenance. Respondents also indicated that they would like to see signage at ACRD parks and trails, noting that the signage should include maps.

Survey Question:

“Is there an area in the community that needs a new park?”

There were 43 survey responses to this question, with 25 answering no. Many residents would like to see an expansion of Cougar Smith Park to include the extensive trail network behind the existing regional park.

*“Many of the trails have signage put up by users to ensure folks don’t get lost. The Cougar Smith Park trails are currently outside the ACRD areas. Expanding that area from [the private land owner] would be a big boost, otherwise the company could log right up to the current park boundaries” – Phase 4 Survey response*

**Survey Question:**

“How can the ACRD improve trail safety throughout Area “D”?”

Survey respondents indicated that they would like the ACRD to advocate to Ministry of Transportation and Transit for wider shoulders on round ways for safe walking and cycling. Survey respondents also expressed that they would like to see better maintenance of the current ACRD parks and trails, as well as signage. Survey responses include: “maps and signage”, “more signage, better upkeep” and “we need wider shoulders on our roads for walking and biking”.

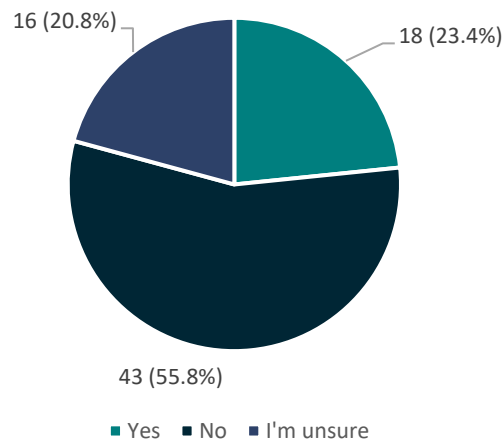
*“I don’t think you can improve safety, I think the people who utilize trails can figure out how to navigate through them safely. If they have no skills to be outdoors and therefore able to navigate safely, then they shouldn’t be out on a trail.” – Phase 4 Survey response*

**Survey Question:**

“Would you like to see any additional marinas at Sproat Lake?”

There were 77 survey responses to this question, with 43 (55.8%) of survey respondents answering “no” (Figure 4).

*Figure 4. Survey respondents result when asked “would you like to see any additional marinas at Sproat Lake?”.*



COMMUNITY RESILIENCE & ENVIRONMENT

During previous engagement, community members highlighted the importance of environment and community resilience, including the importance of preserving the areas' natural beauty and clean water.

Survey Question:

“How can the ACRD help your community be prepared for emergencies and weather-related hazards?”

Most respondents indicated a need for an alternate emergency route, improved snow removal, and cell reception for emergencies. Some survey responses included:

*“Lobbying MOTT, [and] B.C. Hydro to remove leaning and danger trees before they blow down or fall “*

*“snow plowing! We often wait several days after snowfall before the roads are cleared”*

*“there is no cell service in many areas and during storms this is the only means of communication” – Phase 4 survey responses*

Survey Question:

“What environmental concerns are the most relevant to your community? Rank in order of concern (1=most concerning)”

Maintaining good water quality, wildfire protection, and reducing damage caused by invasive species were ranked as the top three environmental concerns (Figure 5). In addition, respondents have concerns for aging septic systems and would like to see more frequent inspections.

Figure 5. Survey respondents were asked to rank these environmental concerns in order of importance.

Option	Ranking
Maintaining good water quality	1
Wildfire protection	2
Reducing damage caused by invasive species	3
Solid waste and wastewater management	4
Groundwater aquifer protection	5
Fish health	6
Drought	7
Seasonal flooding	8
Earthquake	9
Conflicts with wildlife	10

Survey Question:

“Invasive species of plants and animals are impacting the environment in Area “D”. What can the ACRD do to support property owners in removing non-native species from their property?”

Respondents said they would like improved guidance and information available for invasive species. Responses include:

*“newsletter on what are and how to remove”, and “making information easily and readily available on the species that pose the greatest risks in our area and how to manage those invasive species on our properties”.*

*“Provide education and support to community groups like the Community Association to conduct week picks. Put dumpsters once per year so people can dump weeds for free and have a community-wide invasive weed picking event with prizes.” – Phase 4 Survey Responses*

## AGRICULTURE

The Agricultural Land Reserve (ALR) exists to protect farmland for agricultural use, now and into the future. The Sproat Lake and Area OCP area has 5,387 acres (2,180 hectares) of ALR. Community members expressed support for farming and would like to see a farmers’ market in their area.

Survey Question:

“Food security is the reliable and consistent access to enough safe, nutritious and affordable food for everyone. How can the ACRD support food production, processing, and distribution in Sproat Lake and the surrounding area?”

Respondents indicate improved water access for farming and reducing regulations would lessen barriers to farming in Sproat Lake and Area. Several survey respondents expressed the desire for a community garden, farmers market, and farm stands in the area. Survey responses included:

*“community gardens are quite successful in urban areas. Could part of Cougar Smith be utilized for this? Perhaps the upper playing field that rarely gets used for sports?”*

– Phase 4 Survey Response

## HOUSING

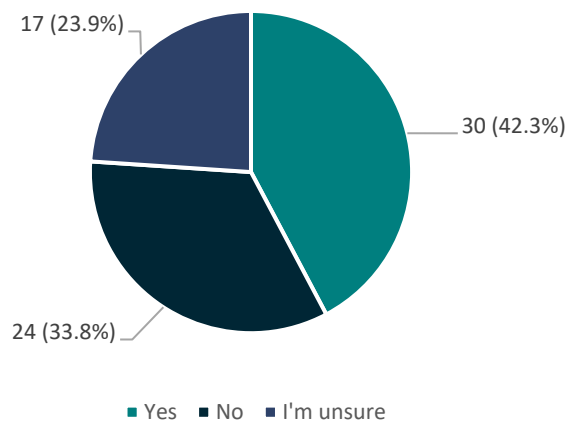
The *Local Government Act* requires that OCPs report the location, amount, type, and density of residential development required to meet the community’s anticipated 20-year housing need. The *2025 Electoral Area “D” (Sproat Lake) Housing Needs Report* provides the information that Sproat Lake’s total population grew by 14% between 2016 and 2021, and by 2041 there may be about 2,120 residents living in Sproat Lake.

Survey Question:

“Should detached ADUs be permitted on properties smaller than one acre, if on-site septic is supported?”

30 (42.3%) survey respondents answered yes and 24 (33.8%) survey respondents answered no to this question (Figure 6).

Figure 6. Survey respondents result to the question “should detached ADUs be permitted on properties smaller than one acre, if on-site septic is supported?”.



Residents have said protecting the rural character of Sproat Lake and Area is very important, preferring not to see the development of multi-unit structures such as apartment buildings or row housing. Permitting ADUs is a way to increase the housing stock of the area while not disrupting the visual aesthetic. Some comments include:

*“need regional sewer before smaller lot sizes allowed”*

*“please allow ADUs on all lots no matter the size” – Phase 4 survey responses*

Survey Questions:

“Do you support short-term vacation rentals in your neighbourhood?”

36 (45.0%) of survey respondents answered no, while 32 (40.0%) answered yes (Figure 7).

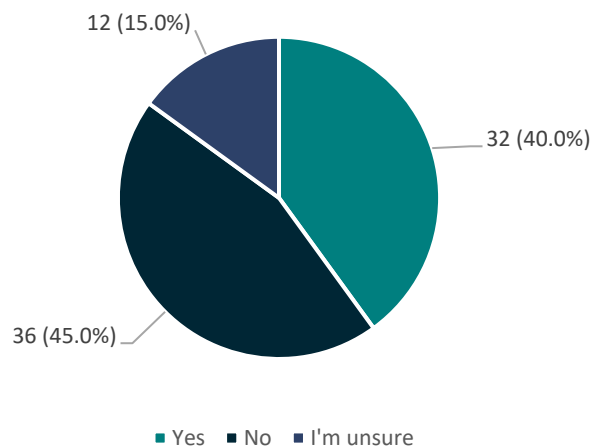
“What rules should short-term vacation rental operators follow to be good neighbours?”

Survey respondents indicated concerns that short-term rental operators should have adequate on-site parking, limit the number of allowable guests, and a noise bylaw that includes no noise after 11 pm.

The community sentiment among residents indicates they would like to see further engagement on Short-Term Vacation Rentals. This next stage of engagement will seek further clarification on STR preferences such as type: traditional bed and breakfast; rental of basement suites, or entire homes. The community will also be asked if they prefer if a

portion of the property should be utilized as a long-term dwelling for an owner or caretaker to ensure housing stock in the community is retained for residents.

Figure 7. Survey respondents result to the question "do you support short-term vacation rentals in your neighbourhood?".



Residents have also indicated they would like to see improved enforcement of STR rules such as a reinforced noise bylaw, owners/caretakers remaining onsite, good communication with neighbours, and a limit on the number of guests at the STR. The Draft OCP contains policies to consider short-term rentals in accordance with the *ACRD Short-Term Vacation Rentals Temporary Use Permit Policy*; engage and collaborate with residents about how to manage STRs in Sproat Lake and Area; encourage operators and caretakers to reside onsite, and support actions by the province to ensure compliance with the *Short-Term Rental Accommodations Act*.

## GROWTH MANAGEMENT

During a previous engagement period, community members expressed what they value and appreciate most about Sproat Lake and Area, which includes its natural beauty and peaceful rural nature.

Survey Question:

"As the resident and visitor population of Area "D" grows, how can the rural character of the community be preserved?"

Survey responses indicate that community would like the rural character preserved by limiting density. Some responses to this question include:

*"Keep density low, stop subdividing smaller properties... ie min 5 acre plot not being subdividable...."*

*"Educate people that 'rural character' in 2025 with over 8 billion people on Earth looks very different than it did in 1970 with less than half that number. 0.5 acres IS a rural parcel."*

*“No high density housing....single family homes”  
– Phase 4 Survey responses*

Survey Question:

“As population increases, how can the ACRD support the Sproat Lake Volunteer Fire Department?”

Survey respondents answered that they support the Sproat Lake Volunteer Fire Department (SLVFD) with increased funding, as well as incentives for volunteers, such as tax breaks or paying for calls and/or training. Survey respondents identified barriers for recruitment which includes an ageing demographic. Some of the survey respondents’ answers included:

*“increase funding. People should be willing to pay increased taxes for this necessary service.”*

*“more funding, Cherry Creek firefighters get paid 30 dollars per hour. If you want to retain and make sure fire fighters exist, pay them money. There are inequalities between fire departments in the ACRD. Get Sproat Lake training and equipment for extraction and road rescue. Millions of people visit Tofino every year. There are more and more car accidents and Sproat Lake doesn’t do extraction.” – Phase 4 Survey responses*

## EMPLOYMENT & ECONOMY

Survey Questions:

“Given that most of the land within the OCP area is designated for residential and rural uses, how can the ACRD support the success of home-based business in the community?”  
“What areas within Area “D” should be identified for future commercial or industrial development?”

The largest portion of survey responses express support for home-based businesses in the community. There is some concern about noise traffic, and smells. Some of the survey responses include:

*“Support it. Most self employed individuals like to work from home. If you’re going to approve vacation rentals and secondary homes on property’s, you have to approve home based business, what ever it is.”*

*“If a business is not disturbing the neighbor they can be allowed such as an accounting business with limited clients, not like a trucking company. Very limited commercial in residential.”*

*“Allow small home based businesses that will not effect the soil, water, air or noise quality of residential lots. For example: wood working crafts, knitting, quilting, carpenters, landscapers, not large equipment operations sawmills, rock crushing, commercial businesses.”  
– Phase 4 Survey Response.*

Survey respondents support future commercial or industrial development in specific locations, which includes the Alberni Valley Airport and the Highway 4 corridor. Preserving the rural character of the area is a top priority for Sproat Lake and Area residents. Residents prefer commercial and industrial development to be in the areas where it is currently permitted. Some responses propose the area surrounding the Alberni Valley Regional Airport and the parcel informally known as the 'Bomber Base' if the development supports low-impact tourism.

*"The Airport area; Coleman Road, The Bomber Base area, Mosaic acreage, The North shore of Sproat River across from Coleman Road. The junction of Faber Rd and Highway 4."*  
– Phase 4 Survey response

## FIRST NATION ENGAGEMENT

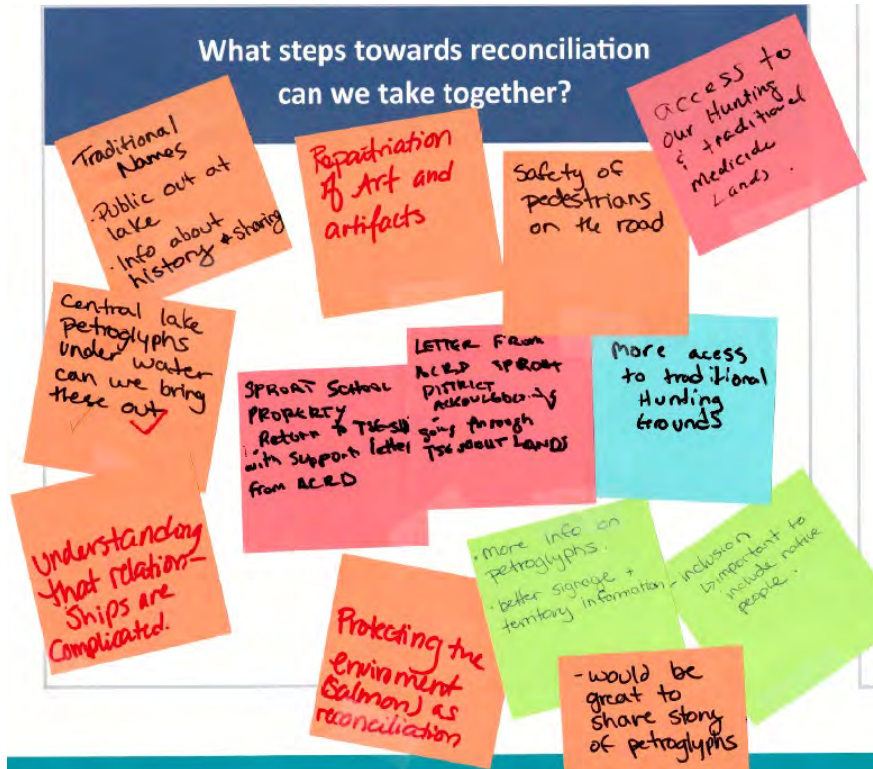
The Draft Sproat Lake and Area OCP includes policies that support the land management goals of both Hupačasath First Nation and c̓šaaʔath̓ (Tseshaht First Nation). The OCP team presented to Hupačasath First Nation Chief and Council on December 1, 2025. Staff were provided with key community plans as reference and were advised the community plans reflect what is important to them.

Rather than speaking with c̓šaaʔath̓ Chief and Council, the OCP team were invited to host an event in the Great Room at c̓šaaʔath̓ administration building to speak with community members directly. On February 24, 2026 the OCP project team hosted a drop in engagement open house on c̓šaaʔath̓ (Tseshaht First Nation) territory. There were 23 community members that attended. Topics discussed included reconciliation, access to the lakes, agriculture and food security, housing, parks, trails, and open spaces, and invasive species.

In the context of the OCP and development on lands within the ACRD, reconciliation means that land use decisions and priorities are made with a commitment to dialogue and, wherever possible, in alignment with c̓šaaʔath̓ (Tseshaht First Nation) and Hupačasath First Nation Land Use and Comprehensive Community Plans.

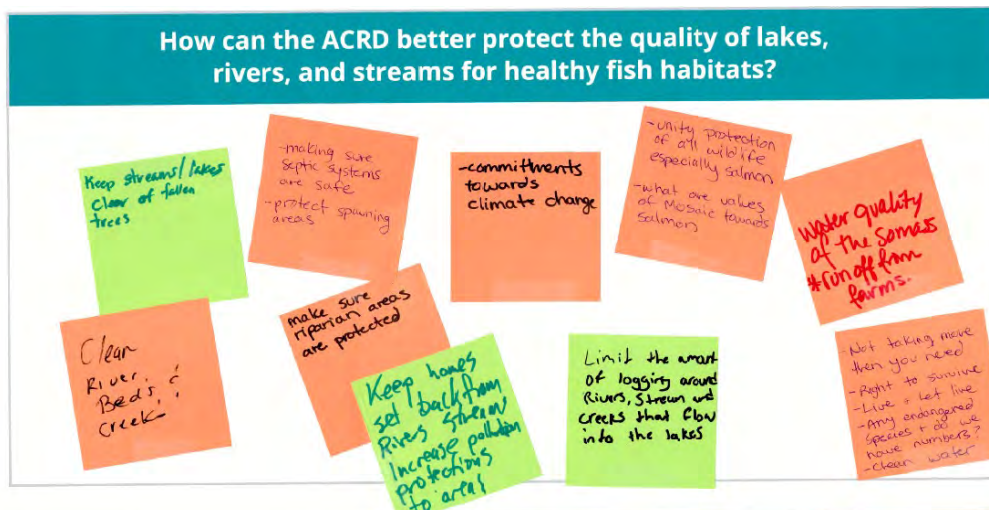
When asked what steps our communities can take toward reconciliation together, c̓šaaʔath̓ community members suggested that we make an improved effort to recognize the territory by including traditional place names and language and provide historical information throughout Sproat Lake and Area. Working to improve safety along the Highway 4 corridor, advocating for better access to the territory for hunting and gathering medicine, and finally the importance of including the First Nation when important development decisions are being made.

Figure 8: Responses to open house question



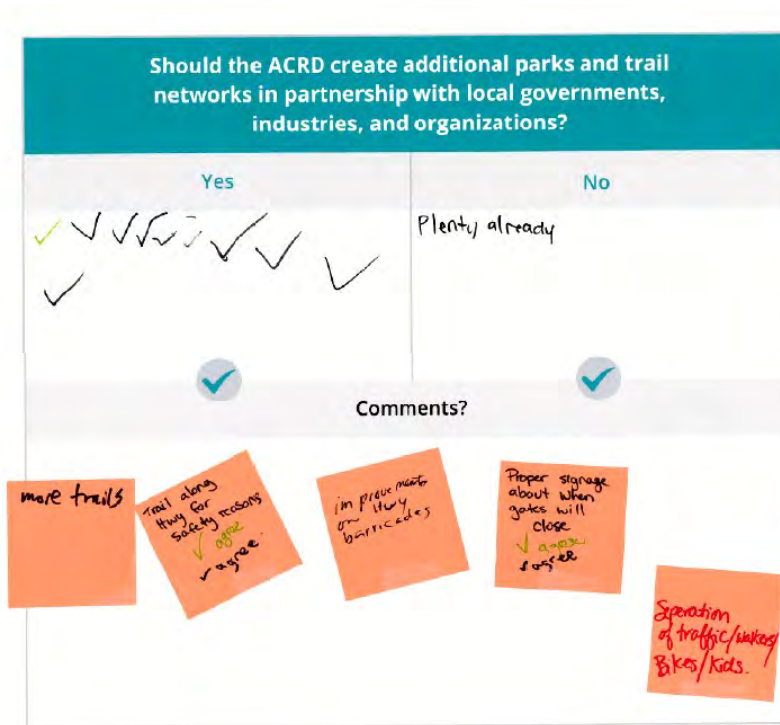
The OPC team asked c̓šaaʔaṭḥ community members questions on the same topics that were asked to Sproat Lake and Area residents. Tšeshahṭ members commented most frequently on the topics of reconciliation, environment, invasive species and parks, trails and open spaces.

Figure 9: Responses to open house question



When asked how the ACRD can better protect the quality of lakes, rivers, and streams for healthy fish habitat, the team was informed that protecting salmon habitat is a top priority. Concerns related to climate change, resource extraction and not taking more than one needs were listed.

Figure 10: Responses to open house question



čišaaʔatḥ members would like to see additional trails within the Plan area, as well as better access to those lands within Privately Managed Forest Areas for hunting and medicine gathering activities.

čišaaʔatḥ members were asked about ease of access to both Great Central Lake and Sproat Lake. Members stated getting to the lakes is challenging at times and were concerned about the ability of elders to access the petroglyphs and for hunters to access the areas around the lakes.

The OCP team asked how the ACRD could support food production, processing and distribution in Sproat Lake and Area. Some members talked about having no way to process fish that doesn't attract wildlife, preserving water quality and ensuring access to resource lands for harvesting.

### DRAFT REVIEW AND OPEN HOUSE #3

Based on the answers received during Phase 3 and 4 engagements, the Draft Sproat Lake and Area OCP was created and reviewed by the Sproat Lake APC at two meetings (April 7, 2026 and April 27, 2026). A desire for a history section to tell the story of Sproat Lake and Area was expressed and created as a result of these meetings. Additional focused conversation was held on housing and how best to regulate short-term rentals, environment, water quality and nuisances, where partnership is most needed, map revisions, and emergency management.

The Draft plan was made available online and then presented to community on May 4, 2026 at a townhall meeting and open house event at the Sproat Lake Community Hall, where 33 people attended.

*Figure 11: May 4<sup>th</sup> Open House – participants review policies ahead of the presentation*



Community members learned about the Draft Sproat Lake and Area OCP and shared feedback on the Draft Plan. Attendees were able to view land use types, development permit areas, OCP maps, and have one-on-one conversations with Planning staff. Attendees spoke with staff and asked questions before and during the presentation portion of the event. Planning staff presented the Draft to community through a high-level overview of what was included in the Draft Plan, how it was created, and provided a timeline to attendees of how their feedback has been used. Staff spoke to questions about retaining walls and astroturf, the lake's capacity and ability to support future development, what the comprehensive development area means, and why there is limited bylaw enforcement in the region. All comments and conversations from the Open House were taken away for further review with some resulting in edits to the Draft plan.

Staff also met with the Agricultural Advisory Committee on May 11, 2026 to discuss the Draft OCP, where committee members shared comments on its contents and highlighted areas to review.

## FEEDBACK QUESTIONNAIRE

In addition to the Open House, a Feedback Questionnaire was available online on the Sproat Lake and Area Let's Connect page from May 1 to 24, 2026. The questionnaire was advertised on social media, Let's Connect, a direct mailout to Sproat Lake and Area residents and sandwich boards. Fourteen community members provided feedback on the draft OCP via Let's Connect while an additional 5 residents emailed the OCP team. Feedback was used to make edits to the plan and provide more clarity where needed.

Feedback indicated a lack of clarity or misunderstanding regarding some of the core policies such as the requirements around archaeological sites in the Provincial *Heritage Conservation Act*, what the Conservation area means, and the order of the sections. Questions as to why the OCP lists potential community projects and the difficulty of bylaw enforcement of Development Permit Areas were also concerning residents. As a result, the OCP Team developed an extensive 16 question Fact Sheet which was advertised through social media, emailed to Let's Connect project subscribers, posted in the Let's Connect document library, and is available at the ACRD Front Counter.

Staff have been working to implement community suggestions, adjusting and re-ordering policies, and adding or removing policies according to public comments and feedback. Comments also indicated the language of the OCP is complicated at times due to the legal nature of the bylaw. As part of the internal review process, staff have worked to simplify language and clarify policies.

The screenshot shows a FAQ page with a dark blue header containing the text 'SPROAT LAKE AND AREA OFFICIAL COMMUNITY PLAN' and 'WE HEARD YOU ASK...'. Below the header are two question-and-answer blocks. The first block has a light blue background and addresses the question 'Q: Why is the OCP called Sproat Lake and Area?'. The second block has a light green background and addresses the question 'Q: The Sproat Lake and Area OCP is a big document! Why does it need to be so many pages?'. At the bottom of the page is a dark blue footer with contact information: 'ocp@acrd.bc.ca | www.letsconnectacrd.ca/sproat-lake-ocp | 250-720-2700'.

**SPROAT LAKE AND AREA OFFICIAL COMMUNITY PLAN** WE HEARD YOU ASK...

**Q: Why is the OCP called Sproat Lake and Area?**

A: The Sproat Lake and Area Official Community Plan covers a portion of Electoral Area "D". The local Advisory Planning Commission chose 'Sproat Lake and Area' to reflect the surrounding agricultural areas, most of Great Central Lake, and lands extending to the west and south of Sproat Lake.

**Q: The Sproat Lake and Area OCP is a big document! Why does it need to be so many pages?**

A: The OCP reflects both what was heard from community and what the Province requires the Plan to address. This has resulted in 67 pages of policy. A history section was requested by the community, and the Appendices provide background data to ensure the community can clearly see the process that unfolded and have an idea about the timeline to follow. Other sections are included in the Plan to make sure there is clarity around how the topics were developed, how to use the Plan, and what is included within it.

Some of the pieces that the Province requires include:

- The location, amount, type, and density of residential development required to meet anticipated needs over a period of at least 20 years
- Greenhouse gas emission reduction targets
- The location of proposed and present commercial, industrial, institutional, agricultural, recreational and public utility land uses
- Lands that are hazardous or environmentally sensitive
- The location of public facilities including schools, parks and waste treatment and disposal sites

ocp@acrd.bc.ca | www.letsconnectacrd.ca/sproat-lake-ocp | 250-720-2700

*Figure 13: Example page from the FAQ created to address questions and comments during the feedback period*



## OCP REFERRALS

The Draft Sproat Lake and Area OCP was sent to pre-referrals on April 23, 2026. The referral process is a legislative requirement which includes sending the Draft Plan to First Nations, organizations, and agencies. To date, seven organizations have responded. The formal referral will be sent following first reading of the Plan by the Board of Directors. This referral was sent to the following:

First Nations:

- Hupačasath First Nation
- Tseshah First Nation

Agencies and Organizations:

- Agricultural Land Reserve
- BC Parks
- BC Transit
- Canadian Coast Guard
- City of Port Alberni
- Fisheries and Oceans Canada
- Island Health
- 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
- 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
- Sproat Lake Volunteer Fire Department
- 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 June 10, 2026.

The Sproat Lake and Area OCP has been updated and revised based on input received from referrals, the community at the open house, and the feedback questionnaire. The revised plan will be presented to the Board of Directors for consideration of the first reading of the bylaw on June 10, 2026.

After first reading of the Official Community Plan bylaw, residents and property owners will be invited to a public hearing. This public hearing is a formal meeting held by the ACRD before 3<sup>rd</sup> reading of the bylaw. Community members have an additional opportunity to support or share concerns with the ACRD Board of Directors before adoption of the OCP.

Community members can submit their input prior to the public hearing with a written submission. The public hearing date will be published on the project webpage: [www.letsconnectacrd.ca/sproat-lake-ocp](http://www.letsconnectacrd.ca/sproat-lake-ocp). The OCP team recommends community members subscribe to the project page for the most up to date information.



**To:** ACRD Board of Directors

**From:** Serena Manhas, Planner 1

**Meeting Date:** June 10, 2026

**Subject:** Beaufort Official Community Plan Update – Engagement Plan

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**Desired Outcome:**

For the ACRD Board of Directors to receive the Engagement Plan for the Beaufort Official Community Plan (OCP) Update Project and an overall update on the project.

**Summary:**

ACRD Planning staff have developed an Engagement Plan for the Beaufort OCP Update Project. The purpose of this document is to outline the engagement methods that will be undertaken to gather community input for the OCP.

The project was initiated on February 19, 2026 with a meeting held with the Beaufort Advisory Planning Commission (APC) to introduce the project and discuss community visioning. A second meeting with the APC was held on March 31, 2026 to gather input on key themes important to the community. A third meeting with the APC was held on June 3, 2026 to discuss the engagement plan and prepare the framework for the upcoming community engagement. The public launch of the initial community engagement phase of the OCP update project will be the Beaufort Town Hall meeting to be held on June 14, 2026.

**Background:**

In January 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, Beaver Creek/Beaufort, and Bamfield/Cherry Creek as outlined in the OCP Updates Work Plan and Community Engagement Strategy.

**Beaufort OCP Engagement Plan**

**Plan Overview**

The Beaufort OCP Engagement Plan was developed through discussions with the Beaufort Advisory Planning Commission and outlines engagement strategies for each OCP project phase.

**Engagement Approach**

It is the ACRD's intent to enable meaningful discussions by offering engagement activities that best reflect community needs. Various methods will be incorporated to reach out to community members, identified groups, and First Nations.

Consultation with community members and affected parties will include both in-person and online formats to improve accessibility. The ACRD will ensure the OCP Update Project is well-promoted and communicated, and that in-person community events are well-advertised.

The Beaufort OCP Update will include the following phases:

Phase 1: Project Initiation

Phase 2: Create the Plan – Community Outreach

Phase 3: Create the Plan – Policy Development and Revisions

Phase 4: Plan Completion

The Engagement Plan was presented to the Beaufort APC at their June 3, 2026 meeting where the APC provided guidance and feedback to staff, and overall endorsement of the Plan.

The ACRD is committed to supporting reconciliation and staff will remain flexible towards the needs and interests of First Nations. The Beaufort OCP area is located within the traditional territories of the Tseshaht First Nation and Hupacasath First Nation. The ACRD will engage with each First Nation separately, and the method of engagement and extent of consultation will be based on the preferences of each First Nation.

The Beaufort OCP Update will be led by a team of ACRD project staff without any contractor involvement from outside the community. Overall guidance will be from the Beaufort Advisory Planning Commission (APC) and Electoral Area Directors Committee, and internally from an ACRD staff Technical Advisory Group, with additional guidance and approvals from the Board of Directors.

**Time Requirements – Staff & Elected Officials:**

This project is being completed by a staff team with no external consultant support and is expected to be completed by the end of 2026.

**Financial:**

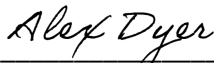
OCP resources and funding are through the Rural Planning Service, and the OCP Planning team is grant-funded through ACRD's Community Works Funds within the Canada Community-Building Fund (CCBF).

**Alignment with Strategic Plan:**

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, MCIP, RPP, General Manager of Planning and Development

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

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

**BEAUFORT** | OFFICIAL COMMUNITY  
PLAN UPDATE

BEAUFORT  
OFFICIAL COMMUNITY  
PLAN UPDATE  
ENGAGEMENT PLAN

JUNE 2026



## INTRODUCTION

The Beaufort Official Community Plan (OCP) area is located within the traditional territories of c̓išaaʔath (Tseshaht First Nation) and Hupačasath First Nation.

The Official Community Plan (OCP) area for Beaufort includes all of Electoral Area “B”, with a total land base of 9,320 hectares.

The OCP has limited authority over Federal or Provincial Crown lands, and forestry activities conducted on privately owned lands classified as Managed Forest. Lands within the Agricultural Land Reserve, which accounts for 3,122 hectares, are subject to the *Agricultural Land Commission Act*, including regulations under it.

## PURPOSE OF AN OFFICIAL COMMUNITY PLAN

An Official Community Plan (OCP) is a high-level community planning document that outlines the long-term vision for land use management and community development. A considerable part of the OCP is policies, which can address topics such as housing, agriculture, and the local economy.

An OCP is utilized by the public and the Alberni-Clayoquot Regional District (ACRD) when planning future land use. It informs elected officials in their decision-making process and guides the Advisory Planning Commission’s (APC) recommendations to the Board of Directors, to support alignment with community needs, goals, and values.

Updating the OCP is important to ensure the plan reflects the community’s needs and interests. The current Beaufort OCP was adopted in October 2012 and has influenced local land use for nearly 15 years. This OCP update was identified as a priority action in the Board of Director’s 2024-2027 Strategic Plan.

## PURPOSE OF ENGAGEMENT PLAN

The purpose of this Engagement Plan is to outline the engagement methods that the ACRD will undertake and the groups that will be involved to gather community input for the Beaufort OCP update.

Various methods will be incorporated to reach out to identified groups and the community. Engagement will be tailored to each stage of the process and guided by community members, community groups and businesses, committees, agencies and organizations, First Nations, and others.

## PROJECT PHASES

The OCP update will be undertaken in four project phases. The following are the project phases and what each phase includes:

1. **PROJECT INITIATION:** Development of an Engagement Plan and work plan. Initiating start up meetings with Beaufort APC and committees. Introduction of the Beaufort OCP update to agencies, organizations and First Nations.
2. **CREATE THE PLAN - COMMUNITY OUTREACH:** Engagement with community members, community groups, businesses, and other interested parties for policy development.
3. **CREATE THE PLAN – POLICY DEVELOPMENT AND REVISIONS:** Development of draft land uses and policies from what was heard during engagement. Presenting and receiving community input on the Draft OCP. Once input is implemented into the Draft OCP, the Board of Directors will consider the Draft OCP for first reading.
4. **PLAN COMPLETION:** Refining and finalizing the OCP, and presenting it to the community, community groups and businesses, committees, agencies and organizations, and First Nations. A public hearing will be scheduled in this phase to hear any remaining thoughts from the public regarding any proposed updates to this OCP Bylaw. Once revisions are complete the OCP Bylaw will be considered by the Board of Directors for adoption.

## ENGAGEMENT PLAN

Community engagement during an OCP review or amendment is a legislative requirement, as per the *Local Government Act*. The development of a project work plan and community engagement strategy were authorized to proceed by the Board of Directors in January 2024. Development of these tools is to guide activities with community members, community groups, businesses, agencies, organizations, First Nations, and other interested and affected parties while updating the Beaufort OCP.

The table below summarizes the Engagement Plan for the Beaufort OCP update.

PROJECT PHASE	ENGAGEMENT PARTICIPANT(S)	ENGAGEMENT METHOD(S)	ADVERTISING METHOD(S)
Project Initiation	<ul style="list-style-type: none"> <li>• Beaufort APC</li> <li>• Committees                             <ul style="list-style-type: none"> <li>○ Agricultural Advisory Committee</li> <li>○ Agricultural Development Committee</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• ACRD webpage</li> <li>• Let's Connect ACRD project page</li> </ul>
	<ul style="list-style-type: none"> <li>• Agencies and organizations</li> <li>• First Nations</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction letter</li> </ul>	<ul style="list-style-type: none"> <li>• Email</li> <li>• Mail</li> </ul>
	<ul style="list-style-type: none"> <li>• Board of Directors</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• ACRD webpage</li> </ul>

		<ul style="list-style-type: none"> <li>○ Engagement Plan</li> </ul>	
Create the Plan: Community Outreach	<ul style="list-style-type: none"> <li>● Community members</li> </ul>	<ul style="list-style-type: none"> <li>● Broad community engagement activities <ul style="list-style-type: none"> <li>○ Townhall (project introduction)</li> <li>○ Survey</li> <li>○ Community BBQ</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Social media (Facebook, X, Instagram)</li> <li>● Let's Connect ACRD project page</li> <li>● Direct mail out of flyers</li> <li>● Sandwich boards</li> </ul>
	<ul style="list-style-type: none"> <li>● Community groups and businesses <ul style="list-style-type: none"> <li>○ Farmers Institute</li> <li>○ Local farmers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Email</li> </ul>
	<ul style="list-style-type: none"> <li>● Beaufort APC</li> <li>● Committees <ul style="list-style-type: none"> <li>○ Agricultural Advisory Committee</li> <li>○ Agricultural Development Committee</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Meetings</li> </ul>	<ul style="list-style-type: none"> <li>● ACRD webpage</li> </ul>
Create the Plan: Policy Development and Revisions	<ul style="list-style-type: none"> <li>● Community members</li> </ul>	<ul style="list-style-type: none"> <li>● Townhall</li> </ul>	<ul style="list-style-type: none"> <li>● Social media (Facebook, X, Instagram)</li> <li>● Let's Connect ACRD project page</li> <li>● Direct mail out of flyers</li> <li>● Sandwich boards</li> </ul>
	<ul style="list-style-type: none"> <li>● Beaufort APC</li> <li>● Committees <ul style="list-style-type: none"> <li>○ Agricultural Advisory Committee</li> <li>○ Agricultural Development Committee</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Meetings</li> </ul>	<ul style="list-style-type: none"> <li>● ACRD webpage</li> </ul>
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	<ul style="list-style-type: none"> <li>● Agencies and organizations</li> <li>● First Nations</li> </ul>	<ul style="list-style-type: none"> <li>● First bylaw referral</li> </ul>	<ul style="list-style-type: none"> <li>● Email</li> </ul>
	<ul style="list-style-type: none"> <li>● Board of Directors</li> </ul>	<ul style="list-style-type: none"> <li>● Meeting: 1<sup>st</sup> reading</li> </ul>	<ul style="list-style-type: none"> <li>● ACRD webpage</li> </ul>
Plan Completion	<ul style="list-style-type: none"> <li>● Community members</li> </ul>	<ul style="list-style-type: none"> <li>● Public hearing</li> </ul>	<ul style="list-style-type: none"> <li>● Newspaper (Alberni Valley News)</li> <li>● Social media (Facebook, X, Instagram)</li> <li>● ACRD webpage</li> <li>● Let's Connect ACRD project page</li> <li>● Sandwich boards</li> </ul>
	<ul style="list-style-type: none"> <li>● Community groups and businesses <ul style="list-style-type: none"> <li>○ Farmers Institute</li> <li>○ Local farmers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Public hearing invitation</li> </ul>	<ul style="list-style-type: none"> <li>● Email</li> </ul>
	<ul style="list-style-type: none"> <li>● Agencies and organizations</li> <li>● First Nations</li> </ul>	<ul style="list-style-type: none"> <li>● Public hearing invitation</li> <li>● Second bylaw referral</li> </ul>	<ul style="list-style-type: none"> <li>● Email</li> </ul>
	<ul style="list-style-type: none"> <li>● Beaufort APC</li> <li>● Committees</li> </ul>	<ul style="list-style-type: none"> <li>● Public hearing invitation</li> <li>● Meeting</li> </ul>	<ul style="list-style-type: none"> <li>● ACRD webpage</li> </ul>

	<ul style="list-style-type: none"> <li>○ Agricultural Advisory Committee</li> <li>○ Agricultural Development Committee</li> </ul>		
	<ul style="list-style-type: none"> <li>● Board of Directors</li> </ul>	<ul style="list-style-type: none"> <li>● Meeting: 2<sup>nd</sup> reading, 3<sup>d</sup> reading &amp; adoption</li> </ul>	<ul style="list-style-type: none"> <li>● ACRD webpage</li> </ul>



**To:** Alberni-Clayoquot Regional District Board of Directors

**From:** Shane Koren, CPA, Acting Chief Financial Officer

**Meeting Date:** June 10, 2026

**Subject:** Semi-Annual Financial Reporting January 1 – April 30, 2026

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**Purpose:**

To provide the ACRD Board of Directors the semi-annual financial report for January 1 – April 30, 2026.

**Summary:**

This report aims to ensure the ACRD Board receive semi-annual financial details which includes:

1. Operating expenses and operating revenues to date and as a percentage of budget.
2. Capital project expenditure and project updates.
3. Grant updates.
4. Investment updates.
5. Operational statistics.

**Background:**

This is the third annual installment of the semi-annual report dated April 30, which is aimed to assist in creating dialogue amongst budget managers, providing an additional tool for monitoring projects and update the Board of Directors on financial activity.

**Time Requirements – Staff & Elected Officials:**

The following estimated ACRD time requirements are needed for each report:

- Management Staff – (4 hours) statistical and project review
- Manager of Financial Services/Acting Chief Financial Officer – (10 hours) financial data review and report preparation and (2 hours) report review

**Financial:**

There are no financial implications of producing each report, beyond staff allocated time.

**Strategic Plan Implications:**

There are no strategic plan implications.

**Policy or Legislation:**

As per the ACRD's Investment policy, the Manager of Finance will provide an annual report to the Board of Directors on the performance of the portfolio during the second quarter of the following year.

**Options Considered:**

Staff will continue to revise and adjust the report in the next couple of years as feedback is received from both staff members and the Board. Staff welcomes any formal feedback the Board would like to provide and will take the feedback into consideration for future reports.

Submitted by: Shane Koren  
Shane Koren, CPA, Acting Chief Financial Officer

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

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



# ACRD SEMI-ANNUAL FINANCIAL REPORT

FOR THE PERIOD JANUARY 1, 2026 – APRIL 30,  
2026.

GRANT UPDATES AS OF JUNE 3, 2026.

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## 1. Executive Summary

Beginning June 26, 2024, ACRD staff will provide semi-annual financial reports to the ACRD Board of Directors. The semi-annual schedule reflects financial data from January 1 – April 30 (4 months), January 1 – September 30 (9 months); each presented in the months following the respective periods. This report presents the 4 months ended April 30, 2026, with capital project highlights at May 29, 2026 and grant updates as at June 3, 2026.

This report aims to highlight operating expense and operating revenues to date and as a percentage of budget, capital project expenditure and project updates, grant updates, investment updates, and operational statistics.

As we begin moving through 2026, ACRD staff would like to identify the following key highlights;

- Operating Expenses
  - ACRD staff have reviewed the provided operating expenses and have no concerns to report to the ACRD Board of Directors at this time.
- Operating Revenues
  - ACRD staff have reviewed the provided operating revenues and have no concerns to report to the ACRD Board of Directors at this time. Grant revenue is only recorded and reconciled once expenditures are incurred and reported.
- Capital Project Update
  - ACRD staff have reviewed the provided capital project updates and expenditures and had identified a capital expenditure which was not originally included in the 2026 Capital Budget for Sproat Lake Fire Protection. Staff are bringing a proposed budget amendment to the June 10, 2026 Board of Directors meeting.
- Grants
  - Key grants have been secured and many grant related projects are now active. The ACRD continues to see successes with its grant applications.
  - Staff have simplified the grant reporting to include only approved and pending grants.
- Investments
  - The ACRD continues to ensure its investments are held in a diversified portfolio. Longer-term investments are being reviewed to ensure sustainability in the everchanging rate market.
- Statistics
  - Key statistics have been provided to inform the Board of Directors of some of the operational activity in the different ACRD departments. The key statistic comparisons to April 30, 2025 levels have been reported.

## 2. Operating Expenses – 4 Months Ended April 30, 2026

The Operating Expenses analysis does not include Contribution to Capital Fund, Municipal Debt Repayment Interest, and Municipal Debt Repayment Principal amounts.

2026 OPERATING EXPENSE AT APRIL 30, 2026					
Service	All Members	Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
038	E911 Emergency Telephone System	239,371	696,379	34%	
020	General Government Services	1,163,371	3,843,165	30%	
128	Alberni Valley Health Network (Included in General Government Services)	44,405	168,584	26%	
087	Regional Parks	24,390	265,451	9%	Majority of expenses incurred during summer
081	Regional Planning	95,139	373,828	25%	
<b>Grants-in-aid (Excluding Bylaw Grants-in-aid)</b>		<b>Total Expense to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
GIA	Grants-in-aid (Excluding Bylaw Grants-in-aid)	1,249	328,190	0%	Payments Issued in August
<b>Electoral Area's</b>		<b>Total Expense to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
040	Building Inspection	92,251	366,903	25%	
015	Electoral Area Administration	23,880	277,280	9%	Election expenses to increase in summer/fall 2026
080	Mgmt of Development - Rural Areas	331,845	1,263,110	26%	
083	Vancouver Island Regional Library	367,180	737,368	50%	2026 Q2 Levy paid April 2026
<b>Alberni Valley</b>		<b>Total Expense to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
139	Alberni Valley Aquatics Facility - Proposed Service	9,350	49,684	19%	
043	Alberni Valley Emergency Planning	359,986	1,695,146	21%	
060	Alberni Valley & Bamfield Waste Mgmt	978,104	3,609,162	27%	
058	Alberni Valley Regional Airport	70,151	521,760	13%	
122	Alberni Valley Regional Water - Proposed	-	-	0%	No expenditure budget
050	Custom Transit	193,849	959,748	20%	
076	Sproat Lake Marine Patrol	9,653	106,988	9%	Majority of expenses incurred May - September
088	Grant-in-aid McLean Mill	-	30,000	0%	Payments Issued in August

West Coast		Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
059	Long Beach Airport	285,368	1,264,277	23%	
135	West Coast Emergency Coordination - Proposed	-	-	0%	No expenditure budget
123	West Coast Multiplex	-	50,077	0%	No action on this initiative at this
136	West Coast Transit	336,592	1,514,950	22%	
065	West Coast Waste Mgmt (WC Landfill)	439,576	2,246,923	20%	
Bamfield		Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
070	Bamfield Community Park	4,934	31,332	16%	
138	Bamfield Emergency Planning	22,122	116,927	19%	
030	Bamfield Volunteer Fire Dept	91,988	336,752	27%	
126	Bamfield Water System	88,202	357,358	25%	
Long Beach		Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
137	Long Beach Emergency Planning	43,662	243,260	18%	Multiple grant projects at various
127	Millstream Water System	11,710	61,227	19%	
112	Salmon Beach Garbage	10,438	72,303	14%	
120	Salmon Beach Power Distribution	-	100	0%	Admin charge applied August 2026
113	Salmon Beach Recreation	5,573	56,312	10%	Additional maintenance and repairs expected in summer 2026
111	Salmon Beach Security	3,091	16,070	19%	
051	Salmon Beach Sewage	24,383	89,624	27%	
114	Salmon Beach Transportation	40,221	158,636	25%	
115	Salmon Beach Water	937	2,951	32%	
055	South Long Beach Multi-Purpose Path	-	7,690	0%	Agreement negotiations ongoing
077	South Long Beach Community Park	-	7,135	0%	Service inactive
034	South Long Beach Fire Protection	6,856	102,445	7%	Agreement negotiations ongoing
052	South Long Beach Street Lighting	814	2,881	28%	
Sproat Lake		Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
042	Sproat Lake Animal Control	280	4,055	7%	Larger number of calls expected through summer 2026
101	Grant-in-aid Sproat Lake Community Association	-	12,000	0%	Payments Issued in August
075	Sproat Lake Community Park	13,081	154,892	8%	Additional maintenance and repairs expected in summer 2026
057	Sproat Lake Noise Control	812	4,222	19%	
036	Sproat Lake Volunteer Fire Department	129,716	592,029	22%	

	Beaver Creek	Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
053	Arvay Rd Street Lighting	814	1,900	43%	Increased BCHydro rates
044	Beaver Creek Animal Control	280	6,055	5%	Larger number of calls expected through summer 2026
129	Beaver Creek Community Park	5,156	39,992	13%	
041	Beaver Creek Noise Control	734	4,219	17%	
032	Beaver Creek Volunteer Fire Department	125,843	609,039	21%	
125	Beaver Creek Water System	248,311	1,193,380	21%	
	Cherry Creek	Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
131	Cherry Creek Animal Control	297	3,955	8%	Larger number of calls expected through summer 2026
134	Cherry Creek Community Park	4,625	27,025	17%	
049	Cherry Creek Noise Control	515	3,168	16%	
	Total Expense to Budget	Total Expense to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
		5,951,102	24,687,907	24%	

### 3. Operating Revenue - 4 Months Ended April 30, 2026

The Operating Revenue analysis does not include Tax Requisition, Parcel Tax, Grants-in-Lieu of Taxes, and Surplus amounts as they are deemed to be 100% collectable at their stated rate; as such, services which only hold Tax Requisition, Parcel Tax, Grants-in-Lieu of Taxes, and Surplus revenues have been removed from this analysis.

2026 OPERATING REVENUE AT APRIL 30, 2026					
Service	All Members	Total Revenue to April 30, 2026	Total 2026 Budget	Expense to Budget Ratio	Notes
038	E911 Emergency Telephone System	-	201,023	0%	Expected grant funds to be released upon project completion or milestone
020	General Government Services	47,830	751,183	6%	Expected grant funds to be released upon project completion or milestone
128	Alberni Valley Health Network (Included in General Government Services)	-	168,507	0%	Expected grant funds to be released upon project completion or milestone
087	Regional Parks	16,008	29,921	54%	
081	Regional Planning	1,185	89,900	1%	Expected grant funds to be released upon project completion or milestone
<b>Electoral Area's</b>					
		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
040	Building Inspection	56,754	166,300	34%	
015	Electoral Area Administration	24,596	684,513	4%	Expected grant funds to be released upon project completion or milestone
080	Mgmt of Development - Rural Areas	64,069	483,150	13%	
<b>Alberni Valley</b>					
		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
139	Alberni Valley Aquatics Facility - Proposed	-	-	0%	No revenue budget
043	Alberni Valley Emergency Planning	1,257	1,275,540	0%	Expected grant funds to be released upon project completion or milestone
060	Alberni Valley & Bamfield Waste Mgmt	1,204,519	3,623,132	33%	
058	Alberni Valley Regional Airport	156,781	813,150	19%	BCAAP grant funding - awaiting approval
050	Custom Transit	120,305	612,152	20%	
076	Sproat Lake Marine Patrol	669	62,786	1%	Transfer from capital reserve to be issued in August 2026
<b>West Coast</b>					
		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
059	Long Beach Airport	187,859	8,779,320	2%	Expected grant funds to be released upon project completion or milestone
136	West Coast Transit	152,017	1,103,117	14%	Grant revenue to be reflected once projects begin
065	West Coast Waste Mgmt (WC Landfill)	487,623	2,074,588	24%	

<b>Bamfield</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
070	Bamfield Community Park	24	1,200	2%	Expected grant funds to be released upon project completion or milestone
138	Bamfield Emergency Planning	-	100,947	0%	Expected grant funds to be released upon project completion or milestone
030	Bamfield Volunteer Fire Dept	2,233	156,777	1%	HFN Fire Protection Agreement invoice to be issued
126	Bamfield Water System	64,757	400,500	16%	Grant revenue to be reflected once construction begins
<b>Long Beach</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
137	Long Beach Emergency Planning	-	210,518	0%	Grant training and project work planned for spring and summer 2025
127	Millstream Water System	16,547	66,950	25%	
112	Salmon Beach Garbage	72	400	18%	
113	Salmon Beach Recreation	1,304	6,000	22%	
111	Salmon Beach Security	202	800	25%	
051	Salmon Beach Sewage	12,038	34,900	34%	
114	Salmon Beach Transportation	317	1,600	20%	
115	Salmon Beach Water	282	1,200	23%	Investment fund allocation reflected after April 30, 2025
034	South Long Beach Fire Protection	64	300	21%	
<b>Sproat Lake</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
075	Sproat Lake Community Park	2,010	13,000	15%	
036	Sproat Lake Volunteer Fire Department	19,558	10,148	193%	
<b>Beaver Creek</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
129	Beaver Creek Community Park	416	2,100	20%	Grant revenue to be reflected once projects begin
032	Beaver Creek Volunteer Fire Department	22,197	114,100	19%	
125	Beaver Creek Water System	478,089	1,073,570	45%	
<b>Cherry Creek</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
134	Cherry Creek Community Park	21	5,300	0%	Grant revenue to be reflected once projects begin
<b>Total Expense to Budget</b>		<b>Total Revenue to April 30, 2026</b>	<b>Total 2026 Budget</b>	<b>Expense to Budget Ratio</b>	<b>Notes</b>
		3,141,602	23,118,590	14%	

#### 4. Capital Project Update – Expenditures at April 30, 2026 and Highlights at May 29, 2026

The Capital Expenditure update includes expenditure to April 30, 2025 and highlights to May 29, 2026.

2026 CAPITAL PROJECT SUMMARY UPDATE					
Service	Description	Expenditure to April 30, 2026	Budget	Available Funds	Highlights at May 29, 2026
Regional/Rural Planning	Vehicle purchase		\$55,000	\$55,000	No update available
Building Inspection	Vehicle purchase		\$55,000	\$55,000	No update available
Alberni Valley Regional Airport	Crack sealing		\$80,000	\$80,000	n/a
Alberni Valley Regional Airport	Equipment shelter		\$899,250	\$899,250	grant application unsuccessful
Alberni Valley Regional Airport	Fencing & access		\$40,000	\$40,000	n/a
Alberni Valley Regional Airport	Fuel system replacement		\$25,000	\$25,000	n/a
Alberni Valley Regional Airport	Gates required for clearing OLS		\$12,000	\$12,000	n/a
Alberni Valley Regional Airport	Instrument approach design and clearing	\$16,434	\$100,000	\$83,566	In Progress, logging waste removed
Alberni Valley Regional Airport	Lease lot expansion and development		\$125,000	\$125,000	Design being reviewed by AviaNG
Alberni Valley Regional Airport	Runway line renewal		\$50,000	\$50,000	n/a
Alberni Valley Regional Airport	Tie-down area, taxi-way and apron replacement	\$6,450	\$100,000	\$93,550	Twy design 80% complete. More clearing required
Alberni Valley Regional Airport	Watercourse management		\$25,000	\$25,000	n/a
Long Beach Airport	Apron 2 wastewater septic system		\$7,000,000	\$7,000,000	n/a
Long Beach Airport	Apron 3 culvert upgrade		\$780,000	\$780,000	Grant application unsuccessful
Long Beach Airport	House renovation		\$35,000	\$35,000	n/a
Long Beach Airport	Parks Canada roof replacement		\$137,000	\$137,000	Project underway
Long Beach Airport	Runway crack sealing		\$80,000	\$80,000	n/a
Long Beach Airport	Runway painting and signs		\$50,000	\$50,000	n/a
Long Beach Airport	Runway approach lighting design		\$33,638	\$33,638	Initial survey work completed
Long Beach Airport	Snow blower skid pack		\$300,000	\$300,000	Grant application unsuccessful
Long Beach Airport	Terminal building upgrade		\$40,000	\$40,000	n/a
Long Beach Airport	Vegetation management – inside boundary	\$21,500	\$50,000	\$28,500	Project underway
Long Beach Airport	Vegetation management – outside boundary		\$100,000	\$100,000	Developing forestry management plan
Long Beach Airport	Water - system upgrades	\$1,004	\$197,099	\$196,095	Project underway
Long Beach Airport	Weather station upgrades	\$4,353	\$40,000	\$35,647	Project underway
Cherry Creek Community Park	Maplehurst network upgrades		\$240,468	\$240,468	Bridge design and contractor procurement underway
Regional Parks	Log Train Trail bridge upgrades		\$20,000	\$20,000	On hold until Lease update
Regional Parks	Log Train Trail lease upgrade requirements		\$50,000	\$50,000	Waiting on updated MOTT lease

Service	Description	Expenditure to April 30, 2026	Budget	Available Funds	Highlights at May 29, 2026
Sproat Lake Community Parks	Dickson Park dock upgrades	\$2,217	\$50,000	\$47,783	Scope defined, waiting on costed design
Sproat Lake Community Parks	Great Central Lake boat launch & parking		\$200,000	\$200,000	Concept design work underway
Sproat Lake Community Parks	Trail upgrades		\$150,000	\$150,000	Network expansion on hold, focus on current trail upgrades
Alberni Valley Waste Management	Filling plan capital work		\$200,000	\$200,000	n/a
Alberni Valley Waste Management	Hydro pole replacement and relocation		\$100,000	\$100,000	n/a
Alberni Valley Waste Management	Landfill gas management		\$72,000	\$72,000	n/a
Alberni Valley Waste Management	Leachate upgrades		\$500,000	\$500,000	n/a
Alberni Valley Waste Management	Recycling depot - 3620 3rd avenue		\$120,000	\$120,000	n/a
Alberni Valley Waste Management	Site security & sustainable development		\$200,000	\$200,000	n/a
Alberni Valley Waste Management	Transfer station upgrades		\$170,000	\$170,000	n/a
West Coast Waste Management	Leachate collection system		\$40,000	\$40,000	n/a
West Coast Waste Management	Power & road upgrades		\$160,000	\$160,000	n/a
West Coast Waste Management	Three stream collection carts		\$12,500	\$12,500	n/a
West Coast Waste Management	Tipping area upgrades		\$98,000	\$98,000	n/a
Salmon Beach Recreation	Boat launch improvements	\$16,372	\$16,000	-\$372	Complete
Salmon Beach Recreation	Gazebo ditching		\$7,000	\$7,000	Q2 completion
Salmon Beach Recreation	Picnic table replacement		\$2,500	\$2,500	n/a
Salmon Beach Security	Security camera		\$10,000	\$10,000	n/a
Salmon Beach Sewage Disposal	Electrical building upgrade		\$2,500	\$2,500	Contract being written
Salmon Beach Transportation	Third Ave culvert installation		\$7,000	\$7,000	Survey complete, project underway
West Coast Transit	Bus stops & shelters		\$498,065	\$498,065	Project underway
Bamfield Water System	Ball valve replacement		\$10,000	\$10,000	Work to begin in Q3
Bamfield Water System	PLC installation reservoir		\$20,000	\$20,000	Work to begin in Q3
Bamfield Water System	Submarine line replacement	\$226,237	\$431,153	\$204,916	Waiting on final C/O for completion
Beaver Creek Water System	Leak detection equipment		\$20,000	\$20,000	Sourcing potential vendors
Beaver Creek Water System	New source infrastructure		\$450,000	\$450,000	Awaiting CPA water study
Beaver Creek Water System	SCADA system upgrade		\$25,000	\$25,000	Work to begin in Q3
Beaver Creek Water System	Truck purchase		\$75,000	\$75,000	Work to begin in Q3

Service	Description	Expenditure to April 30, 2026	Budget	Available Funds	Highlights at May 29, 2026
Millstream Water System	Callout system installation		\$14,000	\$14,000	Work to begin in Q3
Bamfield Emergency Planning	ESS mobile storage unit	\$24,229	\$24,000	-\$229	Complete
Bamfield Volunteer Fire Department	East firehall upgrade		\$20,000	\$20,000	Project scope review is ongoing
Bamfield Volunteer Fire Department	Fire float upgrades		\$75,000	\$75,000	Project planning with Bamfield Huu-ay-aht Community Forest
Bamfield Volunteer Fire Department	Fire Truck		\$300,000	\$300,000	Request for Quotation posted - staff reviewing submissions
Bamfield Volunteer Fire Department	West Bamfield firehall replacement		\$518,000	\$518,000	Initial project feasibility is ongoing
Beaver Creek Volunteer Fire Department	Firehall upgrades		\$30,000	\$30,000	n/a
Beaver Creek Volunteer Fire Department	Sea can storage	\$16,582	\$20,000	\$3,418	Delivered
South Long Beach Fire Protection	Fire hydrant installation	\$2,000	\$194,800	\$192,800	Work ongoing with District of Ucluelet
Sproat Lake Volunteer Fire Department	Fire boat and related upgrades		\$510,000	\$510,000	Request for Quotation is being prepared for posting
Sproat Lake Volunteer Fire Department	Firehall upgrades #3	\$581	\$2,000,000	\$1,999,419	Project scoping underway
Sproat Lake Volunteer Fire Department	Truck #43 replacement		\$513,837	\$513,837	HUB starting build
Sproat Lake Volunteer Fire Department	Water system – hall #1		\$46,124	\$46,124	Project start date summer 2026
Sproat Lake Volunteer Fire Department	Hall Photocopier	\$5,243	\$0	-\$5,234	Budget Amendment to be presented - Originally budgeted as a operating cost
General Government	Office renovation/upgrades		\$40,000	\$40,000	No update available
General Government	Plotter and printer replacements		\$25,000	\$25,000	Staff are investigating options and compatibility
		\$343,202	\$18,696,934		

## 5. Grant Update – At June 3, 2026

### 25/26 Approved Grants

Department	Grant Program	Project	Awarded Amount (\$)	Status
Administrative and Financial Services	Island Rail Corridor Funding Grant - Ministry of Transportation and Infrastructure - Province of BC	Islands Rail Corridor - First Nations and Local Government Collaboration	600,000	Active
	Vancouver Island Health Authority	ACHN - 2025-2027 Funding Life to Support Services	345,000	Active
	2024 Asset Management Planning Program - UBCM	Long-Term Financial Plan Program Development	25,000	Active
	Community-to-Community Program - Economic Development - UBCM	ACRD Economic Development Service	10,000	Active
Planning and Development	Land Use Planning and Regional Impacts Branch - Ministry of Municipal Affairs - Province of BC	Collaboration between ACRD and Huu-ay-aht First Nations on community planning work	100,000	Active
	Provincial Wood Stove Exchange Program Grant - BC Lung Foundation	Wood Stove Exchange Program - The Alberni-Clayoquot Regional District	29,000	Active
Protective Services	Base Funding - Next Generation 911 - UBCM	Support Local Preparedness for the implementation of NG911	360,000	Active
	Indigenous Engagement Requirements Funding - Ministry of Emergency Management and Climate Readiness	Emergency Planning - Engagement with First Nations	279,740	Active
	Community Emergency Preparedness Fund; 2025 FireSmart Community Funding & Supports - UBCM	Strengthening FireSmart within the ACRD	1,949,928	Active
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	West Bamfield Fire Hall Sustainable Design	10,000	Active
	Community Emergency Preparedness Fund; 2024 Volunteer & Composite Fire Departments Equipment & Training - UBCM	Protective Equipment and Training for the Volunteer Fire Department of the ACRD	109,266	Active
	Application-based Funding - Next Generation 911 - UBCM	Mobile Computer Dispatch Equipment for ACRD Volunteer Fire Departments	60,000	Active
	Community Emergency Preparedness Fund; 2025 Emergency Support Services - UBCM	Regional: Alberni Valley Group Lodging and Registration Equipment, Air Purifiers, Volunteer Recognition	60,000	Active
Community Services	Rural Transit Solutions Fund - Infrastructure Canada	West Coast Transit - Bus Shelters and Stops Infrastructure	762,000	Active
	Forest Impact Transition - Rural Economic Diversification and Infrastructure Program - Province of BC	Long Beach Airport Land-use and Development Plan	240,250	Active
	Investing in Canada Infrastructure Program; Green Infrastructure - Environmental Quality Sub-Stream - Province of BC	West Bamfield Submarine Water Main Replacement Project	861,802	Active
	Boating Safety Contribution Program - Transport Canada	Sproat Lake Boat Safety - SLMP 2023-2025	210,000	Active
<b>Total:</b>			<b>\$ 6,011,986</b>	

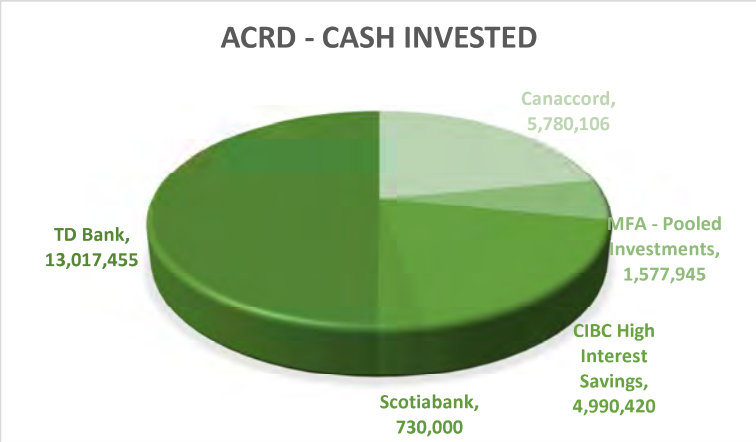
### 25/26 Pending Grants

Department	Grant Program	Project	Amount (\$)
Administrative and Financial Services	Nuu-Chah-nulth Tribal Council- Nuu-chah-nulth Employment & Training Program	Crown Leases and Referrals Training	25,000
	Community-to-Community Program - Economic Development - UBCM	Alberni Valley Regional Airport MoU with Tseshaht and Hupacasath	20,000
Protective Services	Canada Community Building Fund - Strategic Priorities Fund - Capital Infrastructure Stream - UBCM	Protecting the communities of Anacla and Bamfield with Tsunami Warning System	584,722
	Community Emergency Preparedness Fund; 2026 Emergency Operations Centres & Training - UBCM	Increasing the Operational Capacity of the Emergency Operations Centres in the ACRD	61,900
	Canada Community Building Fund - Strategic Priorities Fund - Capital Infrastructure Stream - UBCM	Expanding Capacity of Sproat Lake Community Fire Hall	2,441,400
Community Services	Airports Capital Assistance Program - Transport Canada	Long Beach Airport - Apron III Culvert Replacement	700,000
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	Long Beach Airport - Stormwater Engineered Design and Plan for Culvert Replacement	10,000
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	Long Beach Airport - Runway Approach Lighting	10,000
	Canada Community Building Fund - Strategic Priorities Fund - Capital Infrastructure Stream - UBCM	Wastewater Replacement and Expansion for Long Beach Airport on the West Coast of Vancouver Island	7,000,000
	Canada Community Building Fund - Strategic Priorities Fund - Capacity Building Stream - UBCM	Development of a Design, Operations and Closure Plan for West Coast Landfill	312,500
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	Alternate Landfill Site Survey for the Alberni Valley	10,000
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	Processing Options and Optimization Plan for West Coast Landfill	10,000
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	North Reservoir Design and Planning for Beaver Creek Water System	10,000
	Local Government Infrastructure Planning Grant - Ministry of Municipal Affairs - Province of BC	Bamfield Water System Capital Replacement Plan	10,000
<b>Total:</b>			<b>\$ 11,205,522</b>

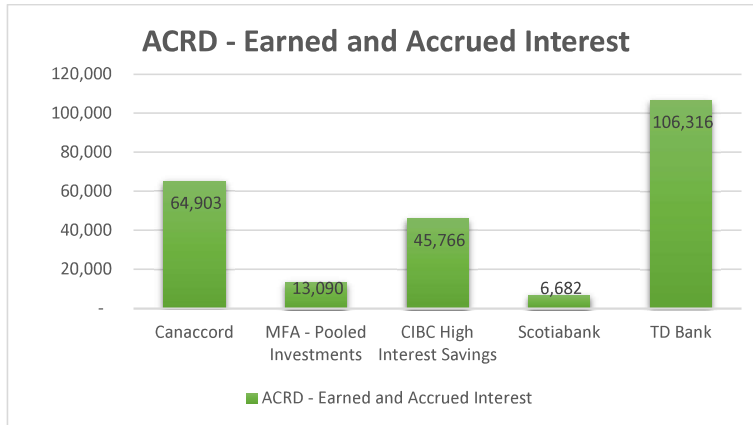
## 6. Investment Update - At April 30, 2026

The ACRD holds investment accounts with TD Bank, Canaccord Genuity, CIBC, Scotia Bank and MFA. These investment accounts hold ACRD Capital Reserve funds. The intent of the ACRD's diversified investment holdings is to ensure long-term rate stability and market risk reduction.

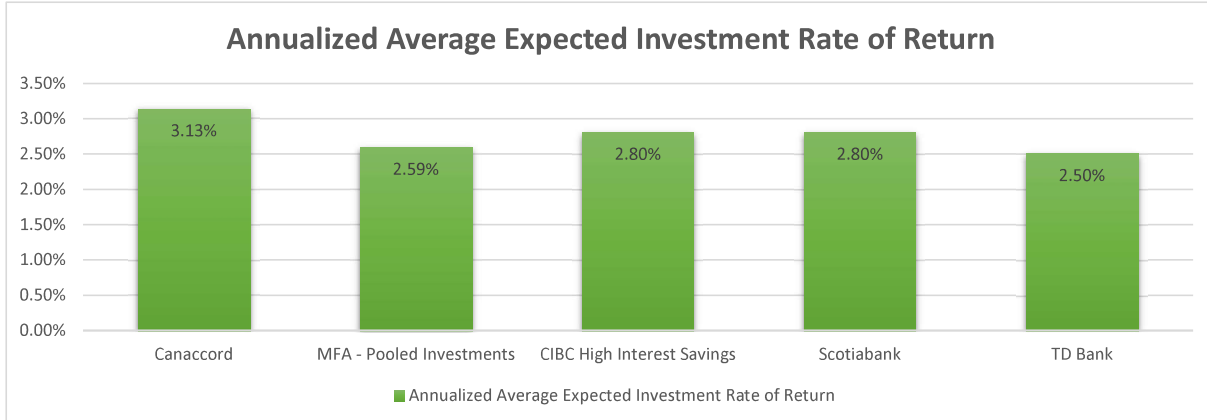
As at April 30, 2026, the ACRD held the following investments:



As at April 30, 2026, the ACRD has earned and accrued the following interest revenue since January 1, 2026:



As at April 30, 2026, the ACRD expects the following annualized investment rate of return (annualized for January 1, 2026 – December 31, 2026):



## 7. Statistics – 4 Months Ended April 30, 2026

2026 STATISTICS AT APRIL 30, 2026				
Service	Description	Response	Response at April 30, 2025	Notes
General Government	Number of recruitments	8	7	
General Government	Number of committee meetings	31	32	
General Government	Number of completed woodstove exchanges	4	-	
Bamfield	Number of calls	13 - MFR	13 - MFR, 2 - Other	
Sproat Lake	Number of calls	1- Fire, 16- MFR, 13-AMA, 11- Other	1 - Fire, 19 - MFR, 17 - AMA, 9 - Other	
Beaver Creek	Number of calls	9 - Fire, 45 - MFR, 16 - AMA, 19 - Other	1 - Fire, 50 - MFR, 17 - AMA, 9 - Other	
AV Emergency Planning	Number of new Voyent Alert subscribers	Increase of 166, Total of 12,248	Increase of 383, Total of 5174	
AV Emergency Planning	Number of Emergency Training Hours	1,048	1,042	
AV Emergency Planning	Number of ESS Call Outs and those Assisted	2 call outs, 3 individuals assisted (+ 2 pets)	2 call outs, 2 individuals assisted	
Custom Transit	Ridership	6170	5,788	
Long Beach Airport	Number of landing and parking fees	256	272	
Long Beach Airport	Number of commercial passengers	2,117	1,523	
Alberni Valley Landfill	Total tonnage	4922 Tonnes	4615 Tonnes	
Alberni Valley Landfill	Total diversion	1147 Tonnes	1279 Tonnes	
West Coast Landfill	Total tonnage	2036 Tonnes	2064 Tonnes	
West Coast Landfill	Total diversion	354 Tonnes	418 Tonnes	
Salmon Beach Sewage	Number of pumpouts requested	37	88	
Salmon Beach Garbage	Total tonnage	7.09 Tonnes	9.01 Tonnes	
Beaver Creek Water	Number of service repairs	2	5	
Beaver Creek Water	Total cubic meters billed	93,554	127,720	
Bamfield Water	Number of service repairs	-	5	
Bamfield Water	Total cubic meters billed	12,275	17,090	
WC Transit	Ridership	10,635	4,080	
Airports	Number of lease applications	2	3	