



Alberni-Clayoquot Regional District

ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING

WEDNESDAY, MAY 2, 2018, 1:30 PM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u>	
<i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>ADOPTION OF MINUTES</u>	
a. Alberni Valley & Bamfield Services Committee Financial Planning Meeting held February 7, 2018	2 - 6
<i>THAT the minutes of the Alberni Valley Committee Financial Planning meeting held on February 7, 2018 be received.</i>	
4. <u>DELEGATIONS</u>	
a. Tali Campbell, Director of Business Operations, Alberni Valley Bulldogs – 2018-19 Sponsorship Proposal	
5. <u>CORRESPONDENCE FOR ACTION/INFORMATION</u>	
6. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
7. <u>REPORTS</u>	
a. Information Report - New Aquatic Center Update	7 - 8
b. Information Report - Handi-Dart Service for Adult Day Services Fir Park Update	9 - 12
<i>THAT the Alberni Valley & Bamfield Services Committee receives report a-b.</i>	
8. <u>LATE BUSINESS</u>	
9. <u>ADJOURN</u>	



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE FINANCIAL PLANNING MEETING HELD ON FEBRUARY 7, 2018, 10:00 AM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

PRESENT: Mike Kokura, Director, Electoral Area "B" (Beaufort)
Keith Wyton, Director, Electoral Area "A" (Bamfield)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
Mike Ruttan, Mayor, City of Port Alberni
Jack McLeman, Councillor, City of Port Alberni

REGRETS: John McNabb, Chair, Electoral Area "E" (Beaver Creek)
John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Teri Fong, Manager of Finance
Mike Irg, Manager, Planning & Development
Janice Hill, Environmental Services Coordinator

GUESTS: Brad West, McGill Engineering & Associates

1. **CALL TO ORDER**

The CAO called the meeting to order at 10:02 am, and asked for a Chairperson be appointed in the absence of the Chair. Director Cote was appointed Chair.

The Chairperson recognized the meeting today is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. **APPROVAL OF AGENDA**

MOVED: Director Cootes

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

a. **Alberni Valley & Bamfield Services Committee Meeting held January 24, 2018.**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on January 24, 2018 be adopted.

CARRIED

4. CORRESPONDENCE

- a. Correspondence dated January 29, 2018 from Marilyn Forbes requesting permission to place a memorial bench at the Alberni Valley Airport in memory of her husband Barrie Forbes.**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT staff work with Marilyn Forbes on establishing a spot for the memorial bench at the Alberni Valley Regional Airport.

CARRIED

- b. Correspondence dated February 1, 2018 from Alberni-Clayoquot Continuing Care Society requesting support for Transportation for Adult Day Services Clients at Fir Park Village.**

MOVED: Director Cootes

SECONDED: Director Wyton

THAT the Alberni Valley & Bamfield Services Committee refer this letter to the Regional Transportation Table of the Alberni-Clayoquot Health Network for collaborative feedback on possible solutions.

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Alberni Valley & Bamfield Waste Management**

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley and Bamfield Waste Management budget be included in the first reading of the 2018 - 2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

B. West left meeting at 10:51 am.

b. Request for Decision regarding the Log Train Trail 2018 - 2022 Financial Plan

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the Alberni Valley Committee recommend that staff investigate how the ACRD can eliminate active management of the Log Train Trail and report back to Board of Directors.

CARRIED

c. Request for Decision regarding the Sproat Lake Marine Patrol 2018 - 2022 Financial Plan

MOVED: Director Ruttan

SECONDED: Director Banton

THAT the Alberni Valley Committee recommend the Sproat Lake Marine Patrol proposed budget be included in the first reading of the 2018 - 2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

d. Request for Decision regarding the Alberni Valley Water Proposed Service 2018 -2022 Financial Plan

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Alberni Valley Committee recommend the Alberni Valley Regional Water proposed service budget be included in the first reading of the 2018 -2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

Director Cootes left the meeting at 11:36 am.

e. Request for Decision regarding the Alberni Valley Emergency Planning 2018 -2022 Financial Plan

MOVED: Director Banton

SECONDED: Director Kokura

THAT the Alberni Valley Committee recommend the Alberni Valley Emergency Planning proposed budget be included in the first reading of the 2018 - 2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

**f. Request for Decision regarding the Custom Transit Service 2018 -2022
Financial Plan**

MOVED: Director Ruttan

SECONDED: Director Banton

THAT the Alberni Valley Committee recommend the Custom Transit service budget be included in the first reading of the 2018 - 2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

**g. Request for Decision regarding the Alberni Valley Regional Airport 2018
-2022 Financial Plan**

Director Banton left the meeting at 11:50 am.

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the Alberni Valley Committee recommend the Alberni Valley Regional Airport budget be included in the first reading of the 2018 - 2022 Alberni-Clayoquot Regional District Financial Plan.

CARRIED

6. IN-CAMERA

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the meeting be closed to the public as per section

- i. 90 (1) (e) of the Community Charter: the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- ii. 90 (1) (j) of the Community Charter: information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*
- iii. 90 (2) (b) of the Community Charter: the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED

The meeting was closed to the public at 11:54 am.

The meeting was opened to the public at 12:15 am.

7. ADJOURN

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the meeting be adjourned at 12:15 am.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Douglas Holmes,
Chief Administrative Officer



INFORMATION REPORT

To: Alberni Valley & Bamfield Services Committee

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: May 2, 2018

Subject: Examination – Potential for a New Aquatic Centre - Update

Background:

In August 2017, the Alberni-Clayoquot Regional District Board of Directors (ACRD) received a letter (attached) from the City of Port Alberni (CPA) requesting the ACRD take the lead role in examining the potential for the development of a new aquatic centre in the Alberni Valley. The ACRD Board referred the request for consideration by the Alberni Valley & Bamfield Services Committee.

At the September 19, 2017 Alberni Valley & Bamfield Services Committee meeting, Tim Pley, CAO and Willa Thorpe, Parks & Recreation Director, City of Port Alberni (CPA) spoke to their request for the Regional District to take the leadership role on this project. The Committee passed a resolution instructing Regional District staff to meet with City of Port Alberni staff to develop an action plan.

ACRD and CPA staff have met on a couple of occasions to develop an action plan. The proposed first step in this process is to hold a two-day session in May or June focusing on governance and funding. The Regional District has retained the services of Neilson-Welch "Consultants to Government" to facilitate discussions with elected officials and staff from the ACRD and CPA on the future of the Aquatic Centre, including the possibility of establishing a sub-regional service to re-build, govern and fund the facility. Preliminary discussions with the CPA indicated a willingness, if requested, to consider paying for the Consultant's fees (\$5,500 plus GST). Regional District staff are forwarding a funding request letter to the CPA.

Session discussions will be structured to:

- Explore the participants' views on the need to upgrade or replace the existing Echo Aquatic Centre
- Establish the degree to which participants consider the Centre to be a *de facto* asset of the broader sub-regional community
- Explore the merits of establishing an ACRD sub-regional service through which the aquatic centre could be upgraded or replaced, governed and funded
- Understand the concerns of different participants related to service definition (i.e., what a sub-regional service would or could include), service cost, cost-sharing, service governance, and service delivery
- Review opportunities related to facility development and funding such as public-private-partnerships, senior government infrastructure grants and others
- Next steps



Submitted by: _____
Wendy Thomson, Manager of Administrative Services



CITY OF PORT ALBERNI

City Hall
4850 Argyle Street,
Port Alberni, B.C. V9Y 1V8
Telephone: 250-723-2146 Fax: 250-723-1003
www.portalberni.ca

August 15, 2017

Alberni-Clayoquot Regional District
3008 5th Avenue
Port Alberni, BC V9Y 2E3



Attn: John Jack, Chair

Dear Chair Jack:

As you and the Board are aware, our organizations have been exploring, at a preliminary level, the expansion of cooperative service arrangements within the Alberni Valley. While that topic continues to be explored at an appropriate pace, I am writing to you today to request that the Alberni-Clayoquot Regional District consider taking a lead role in examining the potential for development of a new aquatic center and the provision of aquatic center services for the region.

In 2017 the City of Port Alberni celebrates the 50th anniversary of the amalgamation between the City of Alberni and the City of Port Alberni. In 1967, the year of amalgamation, the newly minted City of Port Alberni opened Echo Centre, a state of the art aquatic facility. That facility has served residents and visitors of the region well over the past fifty years, but it is reaching the end of its service life. We believe the City's Echo Centre pool to be one of the last of its kind still in operation.

Echo Centre users recognize that the region needs a new aquatic center. The City realizes that the City may not be the best-positioned level of government to provide that facility and service. A lot has changed in the past fifty years. Today, in many areas of the province regional districts are providing aquatic services. We believe that as in many areas of the province the regional district may be better positioned to provide this service.

On behalf of the City of Port Alberni I request that the Alberni-Clayoquot Regional District take a leadership role in advancing this important project within the region. I will be available to answer any questions you have regarding this request, and am prepared to commit the efforts of City staff in providing our fullest support throughout the process should the ACRD agree to assume a lead role in the exploration of a new aquatic center and provision of aquatic services in our region.

Yours truly,
CITY OF PORT ALBERNI

Tim Pley
Chief Administrative Officer

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Information Report

To: Alberni Valley & Bamfield Services Committee
From: Wendy Thomson, Manager of Administrative Services
Meeting Date: May 2, 2018
Subject: **Handi-Dart Service for Adult Day Services – Fir Park Village - Update**

Background:

At the February 7, 2018 Alberni Valley & Bamfield Services Committee the attached letter was received from the Alberni-Clayoquot Continuing Care Society (ACCCS) concerning the lack of handi-dart services for adult day programs at Fir Park Village. The ACRD Board passed a resolution to forward the letter to the Alberni-Clayoquot Health Network (ACHN) for collaboration and feedback on possible solutions.

Attached is the response letter from the ACHN which was received by the ACRD Board on March 14th. The ACHN advised that although they do not have the authority to address existing contracts between the ACRD and BC Transit, they are an advocate for transportation and committed to organizing a round table discussion on transportation issues. The ACRD Board of Directors passed a resolution on March 14th to refer this issue to a meeting between BC Transit, Diversified Transit and the Alberni Valley Committee.

Regional District staff participated in a conference call meeting on April 19th with BC Transit representatives to discuss the proposed transit service on the west coast. At this meeting, Regional District staff also took the opportunity to discuss the concerns raised by ACCCS regarding the handi-dart service.

Myrna Moore, Senior Regional Transit Manager has committed to participate in a meeting in Port Alberni with all interested stakeholders including the ACRD, ACCS and Island Health on this issue. BC Transit will provide a presentation on the current status of the ACRD Custom Transit service and possible options for expansion of the service. Staff will get back to the Committee with possible dates for this meeting in May or early June 2018.

Submitted by: _____
Wendy Thomson, Manager of Administrative Services

ALBERNI-CLAYOQUOT CONTINUING CARE SOCIETY



FIR PARK VILLAGE

4411 Wallace Street, Port Alberni, B.C. V9Y 7Y5
Telephone: (250)724-6541 Fax: (250) 724-6543

ECHO VILLAGE

4200 Tenth Avenue, Port Alberni, B.C. V9Y 4X3
Telephone: (250)724-1090 Fax: (250) 724-2115

Fir Park Village
4411 Wallace Street
Port Alberni, BC V9Y 7Y5

Attention: Doug Holmes
Chief Administrative Officer
Alberni-Clayoquot Regional District
3008 5th Ave
Port Alberni, BC V9Y 2E3

February 1, 2018

Dear Doug Holmes,

RE: Transportation for Adult Day Services Clients at Fir Park Village

In my role as Fir Park Village/Echo Village's Director of Programming and Adult Day Services, I have had meetings with Phil Atkinson (Handi-Dart) over the last two years regarding transportation for our clients.

The meetings were to discuss the transportation services/issues related to clients of our day program and bathing program at Fir Park Village (FPV). Island Health personnel have attended some of the meetings to address the concerns regarding transportation services to clients of programs that help them to continue to reside in their homes.

Currently, FPV has one client taking a taxi back home on Fridays due to Handi-Dart is unable to provide transportation for the client to her home; this client resides within the city limits. Last June, Handi-Dart would **not** pick up or drop off a client at the far-end of Beaver Creek.

Although, the Handi-Dart was able to provide transportation services to another client living in close proximity to the client unable to access the Handi-Dart services in Beaver Creek. Transportation issues arise when the drop off times are jeopardizing the Handi-Dart staff's shift end time.

FPV will be increasing our day program's capacity and we rely heavily on Handi-Dart to provide transportation to the clients of the program. If we don't have the transportation services from Handi-Dart, the client suffers a loss of our program's services and increase social isolation in their community. This possibly defeats the community's efforts of aiding seniors to continue living independently in their own homes.

Please address these transportation issues/concerns with BC Transit and the Handi-Dart services operating within the Alberni-Clayoquot Regional District. If you need further details or discussion, please don't hesitate to contact me. Thank you.

Sincerely,



Surjit Jhaj

Director of Programming and Adult Day Services

cc: John McNabb, Director of Beaver Creek

Joe McQuaid, Executive Director of ACCCS



February 26, 2017

RE: Letter from Fir Park Village – Transportation for Adult Day Services

ACRD Board of Directors
3008 5th Avenue
Port Alberni, BC
V9Y 2E3

Thank you for the letter dated February 1, 2018 from Fir Park Village regarding Transportation for Adult Day Services Clients at Fir Park Village. This issue was discussed at the Alberni-Clayoquot Health Network (ACHN) Table of Partners (TOP) meeting February 21st.

The ACHN is committed to advocate for transportation for all citizens and recognizes the issues Fir Park Village has regarding transportation for its day program clients. While the ACHN does not have the authority to address existing contracts between the ACRD and BC Transit this is an issue which has been brought to our attention as a point of advocacy.

The ACHN has committed to organize a round table to discuss Transportation issues in May or June. We will ensure that this issue and the stakeholders who have brought forward these concerns are included in this dialog.

Regards

A handwritten signature in black ink, appearing to read "Marcie DeWitt".

Marcie DeWitt
Coordinator, Alberni Clayoquot Health Network
achn@acrd.bc.ca
250.726.5019