



Alberni-Clayoquot Regional District

Alberni Valley & Bamfield Services Committee Meeting

Wednesday, September 2, 2020, 10:00 am

Due to COVID 19, the meeting will be held via Zoom Video Conferencing
Watch the meeting live at <https://www.acrd.bc.ca/events/2-9-2020/>

Public wishing to attend the Zoom meeting can register at
https://portalberni.zoom.us/webinar/register/WN_1POkIRCdSLmy2ldNq723_Q

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Territories	
Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>ADOPTION OF MINUTES</u>	
a. Alberni Valley & Bamfield Services Committee Meeting held June 17, 2020	3-6
<i>THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on June 17, 2020 be reviewed.</i>	
b. Alberni Valley & Bamfield Services Committee Meeting held August 11, 2020	7-8
<i>THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on August 11, 2020 be reviewed.</i>	
4. <u>CORRESPONDENCE FOR ACTION/INFORMATION</u>	
5. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. REQUEST FOR DECISION Bylaw R1029-3 Tipping fee for Commercial Mixed Recyclables at the Alberni Valley Landfill	9-12

THAT the Alberni Valley and Bamfield Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve adopting Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020 to include a rate for Commercial Mixed Recyclables at the Alberni Valley Landfill at \$200/tonne with a \$15 minimum charge.

b. **REQUEST FOR DECISION**

13-14

Port Alberni Maker Space – Letter of Support

THAT the Alberni Valley and Bamfield Services Committee recommend that the ACRD Board of Directors approve a letter of support for the Port Alberni Maker Space’s grant application to the Project Based Labour Market Training Program under Work BC Employment Services for the interior upgrades for the leased area of the upstairs of 3rd Avenue Recycling Depot.

6. **REPORTS**

- a. Update on the Bamfield Free Tipping Fee Pilot Program
- b. Other Reports

15

THAT the Alberni Valley & Bamfield Services Committee receives these reports.

7. **LATE BUSINESS**

8. **QUESTION PERIOD**

Questions/Comments from Zoom meeting attendees.

Questions/Comments from the Public, respecting an agenda item, can be emailed to the ACRD at responses@acrd.bc.ca and will be read out by the Corporate Officer at the meeting.

9. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, JUNE 17, 2020, 1:30 PM

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing

DIRECTORS PRESENT: John McNabb, Chairperson, Director, Electoral Area "E" (Beaver Creek)
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Tanya Shannon, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Debbie Haggard, Councillor, City of Port Alberni
John Jack, Councillor, Huu-ay-aht First Nation

REGRETS: Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Rob Williams, General Manager of Environmental Services
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Jodie Frank, Organics Diversion Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at <https://www.acrd.bc.ca/events/17-6-2020/>

1. **CALL TO ORDER**

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

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

2. **APPROVAL OF AGENDA**

MOVED: Director Cote

SECONDED: Director Shannon

THAT the agenda be approved as circulated with the addition of the following late items:

5 (a) Petition in Support of the Proposed Transit Service to Sproat Lake

6 (b) Sweep on Sproat River

CARRIED

3. ADOPTION OF MINUTES

a. Alberni Valley & Bamfield Services Committee Meeting held May 6, 2020

MOVED: Director Cote

SECONDED: Director Shannon

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on May 6, 2020 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Introduction – ACRD Organics Diversion Coordinator

The General Manager of Environmental Services introduced Ms. Jodie Frank, Organics Diversion Coordinator for the Alberni-Clayoquot Regional District.

Director Beckett entered the meeting at 1:35 pm.

b. Myrna Moore, Senior Manager, Government Relations, Melissa Coates, Transit Planning Coordinator, BC Transit regarding Alberni Valley Transit

The delegation presented the ACRD Electoral Area Feasibility Study including: the process (phase 1 and 2), community context review, service options, public engagement and next steps. BC Transit recommends proceeding with a service review undertaken with the City of Port Alberni to create an integrated transit strategy for the region. This could begin as early as the winter of 2020, with completion in the winter of 2021.

5. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Alberni Valley Electoral Area Transit Feasibility Options.

MOVED: Director Minions

SECONDED: Director Bodnar

THAT the Alberni Valley & Bamfield Services Committee recommend that the ACRD Board of Directors direct staff to work with BC Transit on further developing a new rural transit service option for the Alberni Valley.

CARRIED

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Alberni Valley & Bamfield Services Committee receive the petition with 66 signatures submitted to the Regional District in support of a transit service to Sproat Lake.

CARRIED

b. Request for Decision regarding Alberni Valley & Bamfield Waste Management: Asset Management Plan Version 1.

*MOVED: Director Jack
SECONDED: Director Beckett*

THAT the Alberni Valley and Bamfield Services Committee recommend the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni Valley & Bamfield Waste Management Asset Management Plan Version 1.

CARRIED

6. REPORTS

a. Sproat Lake Marine Patrol Information Report – June 2020

*MOVED: Director Jack
SECONDED: Director Shannon*

THAT the Alberni Valley & Bamfield Services Committee receives this report.

CARRIED

b. Late Correspondence – Sproat River Sweep

*MOVED: Director Minions
SECONDED: Director Cote*

THAT the Alberni Valley & Bamfield Services Committee direct staff to investigate options to address issues respecting the Sproat River Sweep and report back with recommendations to the Committee.

CARRIED

8. LATE BUSINESS

9. QUESTION PERIOD

In order to provide the public with an opportunity to ask questions or provide input to the Alberni Valley and Bamfield Services Committee respecting a topic on the agenda, the Regional District set up an email address responses@acrd.bc.ca. The Corporate Officer reported there were no questions or comments received from the public with respect to the meeting today.

10. ADJOURN

MOVED: Director Shannon

SECONDED: Director Cote

THAT the meeting be adjourned at 3:15 pm.

CARRIED

Certified Correct:



John McNabb,
Chairperson



Wendy Thomson,
General Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON TUESDAY, AUGUST 11, 2020, 1:00 PM

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing

DIRECTORS John McNabb, Chairperson, Director, Electoral Area "E" (Beaver Creek)
PRESENT: Bob Beckett, Director, Electoral Area "A" (Bamfield)
Tanya Shannon, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Debbie Haggard, Councillor, City of Port Alberni

CITY COUNCIL

PRESENT: Dan Washington, Councillor
Helen Poon, Councillor
Ron Corbeil, Councillor
Ron Paulson, Councillor

REGRETS: Mike Irg, General Manager of Planning and Development
Wendy Thomson, General Manager of Administrative Services
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Cindy Solda, Councillor
John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT: Douglas Holmes, ACRD, Chief Administrative Officer
Teri Fong, ACRD, Chief Financial Officer
Jenny Brunn, ACRD, Interim General Manager Community Services
Jodie Frank, ACRD, Organics Coordinator
Janice Hill, ACRD, Executive Assistant
Andrew McGifford, CPA, Director of Finance
Brian Mousley, CPA, Streets & Construction Superintendent

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:00 pm.

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

2. APPROVAL OF AGENDA

MOVED: Director Shannon
SECONDED: Director Bodnar

THAT the agenda be approved as circulated.

CARRIED

3. PRESENTATION

- a. **Organics Collection Options for the City of Port Alberni – Jodie Frank,
Organics Diversion Coordinator**

Ms. Frank provided a presentation on organics collection options for the City of Port Alberni.

4. REPORTS

- a. **City of Port Alberni Curbside Three-Stream Waste Services Update –
Jodie Frank, Organics Diversion Coordinator**

MOVED: Director Shannon

SECONDED: Director Haggard

THAT the Alberni Valley & Bamfield Services Committee receive this report.

CARRIED

5. QUESTION PERIOD

In order to provide the public with an opportunity to ask questions or provide input to the Board of Directors respecting a topic on the agenda, the Regional District set up an email address responses@acrd.bc.ca. The Executive Assistant reported there were no questions or comments received from the public with respect to the meeting today.

6. ADJOURN

MOVED: Director Shannon

SECONDED: Director Bodnar

THAT the meeting be adjourned at 1:50 pm.

CARRIED

Certified Correct:



John McNabb,
Chairperson



Douglas Holmes
Chief Administrative Officer



REQUEST FOR DECISION

To: Alberni Valley & Bamfield Services Committee
From: Brenda Sauve, Environmental Services Coordinator
Meeting Date: September 2, 2020
Subject: Bylaw R1029-3 Tipping fee for Commercial Mixed Recyclables at the Alberni Valley Landfill

Recommendation:

THAT the Alberni Valley and Bamfield Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve adopting Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020 to include a rate for Commercial Mixed Recyclables at the Alberni Valley Landfill at \$200/tonne with a \$15 minimum charge.

Background:

The Alberni Valley Landfill (AVLF) currently accepts commercial cardboard at a rate of \$200/tonne with a \$15 minimum charge. Since the commercial cardboard bins were added at the Landfill, a total of 58.88 tonnes of commercial cardboard has been diverted from the landfill. Since the addition of the cardboard bins, staff have received many inquiries about diverting commercial mixed recycling at the AVLF. Many small businesses in the community do not produce enough recycling to make it feasible for them to enlist private recycling collection and they are not allowed to use the Recycle BC program which is currently limited to residential properties. In order to provide an alternative for these business and increase diversion of recycling from the landfill, staff are recommending amending Bylaw R1029-3 to add commercial mixed recyclables. The list of materials accepted through this program is attached.

Time Requirements – Staff & Elected Officials:

The proposed changes to Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020 have already been prepared as an amendment and are attached. There will be some staff time involved in communicating these changes to the public. Advertisement on the internet and creation of a press release will be created if these changes are adopted.

Financial:

Waste Management has agreed to haul the bins at a rate of \$35.00 per collection. The proposed rate of \$200/tonne with a \$15 dollar minimum charge is expected to cover the costs for collection and processing.

Submitted by: 
 Brenda Sauve, Environmental Services Coordinator

Reviewed by: 
 Jenny Brunn, Interim General Manager of Community Services

Approved by: 
 For: Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer

Central/North Vancouver Island Recycling Guide



Accepted for Recycling:

Accepted materials must be clean and dry



Plastic Bottles, Tubs and Containers
Numbered #1, #2, #4, #5



Metal Cans and Containers
Empty non-toxic aerosol cans are okay



Food & Beverage Cups & Cartons
Take-out coffee cups and lids, take-out food cups and lids



Mixed Paper
Paper, boxes and non-waxed cardboard; shredded paper in a clear plastic bag

Not Accepted for Recycling:



Not all plastic is recyclable
NO Plastics #3, #7 or un-numbered plastics
(including utensils, straws, toys and household plastics)



**NO Plastic Bags,
Film or Cellophane**



NO Foam
NO meat trays, foam wrapping,
packaging or take out containers



Not all paper is recyclable
NO paper towels/napkins, paper plates, fiber clamshells, tissue paper, laminated paper, sticker paper, food or liquid soiled paper, or waxed cardboard



NO Food or Liquids
Accepted materials with food or liquid residue CANNOT go in your bin.



NO Glass
Clean metal lids from jars are okay in your recycling bin

**Schedule A
Charges**

Solid Waste	Tipping Fee	Other Charges
Loads of 83 kg or greater	\$130.00 per tonne	\$12.00 minimum
Loads under 83 kg (each garbage bag or can)	\$3.00 each	\$6.00 minimum \$12.00 maximum
Recreational Vehicle	\$240.00 per tonne	\$300.00 minimum
Surcharge for loads containing Recyclable Materials or Controlled Waste	Double the standard tipping fee	
Surcharge for Unsecured loads	\$240.00 per tonne	
Weighing service		\$10.00 each occurrence

Recyclable Materials	Tipping Fee	Other Charges
Residential Corrugated Cardboard	No Charge	
Commercial Corrugated Cardboard	\$200.00 per tonne	\$15.00 minimum
Commercial Mixed Recycling	\$120.00 per tonne	\$15.00 minimum
Metal, including appliances	No Charge	
Gypsum	\$250.00 per tonne	\$10.00 minimum
Clean wood waste	\$120.00 per tonne	\$10.00 minimum
Stewardship Materials, including car batteries	No Charge	
Tires	\$170 per tonne	\$2.00 each tire minimum
Mattresses	\$20.00 each	
Residential Branches	\$5.00 per load	
Commercial Branches	\$120.00 per tonne	\$10.00 minimum
Grass and Leaves Material	No charge	

Controlled Waste	Tipping Fee	Other Charges
Construction/Demolition Waste	\$160.00 per tonne	\$15.00 minimum
Land clearing debris	\$120.00 per tonne	\$15.00 minimum
Pumpings from domestic septic tanks	\$160.00 per tonne	
Catch basin and manhole material	\$160.00 per tonne	\$150.00 minimum
Asbestos Containing Materials	\$500.00 per tonne	\$120.00 minimum
Fish, shrimp shells, and animal carcasses	\$200.00 per tonne	\$100.00 minimum
Medical Facility Waste	\$132.00 per tonne	
Loads containing fish feed totes	\$400.00 per tonne	\$120.00 minimum
Contaminated Soils:		
Provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the Alberni Landfill	\$50.00 per tonne	
Provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the Alberni landfill	\$100.00 per tonne	Plus estimated out-of-pocket treatment costs



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Committee Meeting
From: Jenny Brunn, Interim GM of Community Services
Meeting Date: September 2, 2020
Subject: Port Alberni Maker Space – Letter of Support

Recommendation:

THAT the Alberni Valley and Bamfield Services Committee recommend that the ACRD Board of Directors approve a letter of support for the Port Alberni Maker Space's grant application to the Project Based Labour Market Training Program under Work BC Employment Services for the interior upgrades for the leased area of the upstairs of 3rd Avenue Recycling Depot.

Background:

At the October 9th, 2019 meeting, the ACRD Board of Directors approved the leasing of the upstairs of 3rd Avenue Recycling Depot to the Alberni Valley Maker Space (AVMS). Staff have since executed a lease and they have begun planning the alterations, additions and upgrades necessary to have the space work for them. AVMS have recently engaged Literacy Alberni to offer expertise and support in overcoming the administrative and logistical challenges of getting the Maker Space established. Through this connection, they have identified a number of grant opportunities and local partnerships that will provide greater community benefit including employment skills training, education programming and entrepreneurship incubation.

The current space is primarily unfinished with framed in walls established for the majority of the space. It has an active sprinkler system and heat detection installed with no safety deficiencies. The space requires significant improvement as there are no washrooms or plumbing fixtures, minimal electrical wiring and no walls or doors to allow for dedicated areas for workshops. The proposed renovations will create both an accessible and a multi-stall bathroom, a complete electronics lab, fabrication lab, e-waste recycling room, woodworking CNC room, a client lounge area with kitchenette, multi-use classroom and education space, and offices for administrative and entrepreneurial use. In later phases of opening to the community, there are ideas to include plastics recycling for 3-D print use, and ongoing delivery of training and mentorship programs.

Currently the AVMS, in partnership with Literacy Alberni, is looking to submit a grant application to the Project Based Labour Market Training Program under Work BC Employment Services to complete the interior renovations to make a highly functional Maker Space in the leased area of the upstairs of 3rd Avenue Recycling Depot and is seeking a letter of support to submit with this application.

Time Requirements – Staff & Elected Officials:

Minimal staff time is required.

Financial:

There are no financial requirements from the ACRD for the upgrades or operation of the maker space. Any improvements completed will benefit the ACRD with a potential increase in value to the asset(3rd Ave Depot).

Submitted by: 

Jenny Brunn, Interim GM of Community Services

Approved by: For: 

Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer



REPORT FOR INFORMATION

To: Alberni Valley and Bamfield Committee
From: Brenda Sauve, Environmental Services Coordinator
Meeting Date: September 2, 2020
Subject: Update on the Bamfield Free Tipping Fee Pilot Program

On May 8th, 2019 the Board of Directors approved a Pilot Program for Electoral Area "A" (Bamfield) to provide free landfill tipping fee vouchers to all households that could be used between October 1, 2019 to September 31, 2020. The objective was to reduce the costs to the ACRD to transport garbage by encouraging residents to bring their waste directly to the landfill and hopefully limit the amount of illegal dumping, backyard burning and dumping of big items at the transfer station.

In this pilot, each property received five (5) non-transferrable tipping fee vouchers, for one free vehicle load of waste per voucher, at the Alberni Valley Landfill.

- August 2019 – a Community poster was made and distributed throughout Bamfield to promote a meeting being held on August 12th, 2019 at 6:30pm at the Fire Hall to discuss Recycling in Bamfield and the Free Tipping Fee Pilot Program.
- September 2019 - Staff sent out the vouchers to each resident's mailing address with a letter indicating what the vouchers were for and how to use them.
- April 2020 – A reminder about the vouchers was issued in the April 2020 Bamfield Water Bill Newsletter.
- July 2020 – Another reminder was put into the July 2020 Bamfield Water Newsletter.

With the end of the pilot approaching, staff have reviewed how successful the program has been. As of August 18th, 2020 only 17 vouchers out of 1125 have been used at the Alberni Valley Landfill, with a total of 2.74 tonnes of waste brought in through the program. As this is a much lower participation than expected, it is not recommended that the program continue. The pilot ends on September 31st, 2020 and will not be renewed or extended.

Submitted by: 
 Brenda Sauve, Environmental Services Coordinator

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

Approved by: For: 
 Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer