



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING
WEDNESDAY, JUNE 23, 2021, 1:30 pm

Due to COVID-19, the meeting will be held via Zoom Video Conferencing and will be livestreamed on the ACRD website at:
<https://www.acrd.bc.ca/events/23-6-2021/7039>

Public Attendance: the public are welcome to attend the meeting via Zoom Webinar by registering at:

https://portalberni.zoom.us/webinar/register/WN_7pSSM6BvROW9he03Mo27cg

Click here to view the [2021 – 2024 ACRD Strategic Plan](#)

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 ALL VOTE 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Local Government Act)</i>	
4. <u>ADOPTION OF MINUTES</u> (ALL/UNWEIGHTED)	
a. Board of Directors Meeting – June 9, 2021	9-19
<i>THAT the minutes of the Board of Directors meeting held on June 9, 2021 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Introduction: Paulo Eichelberger, Solid Waste Manager – Jenny Brunn, General Manager of Community Services.	

- b. **Inspector Eric Rochette, Officer In Charge, Port Alberni Detachment, RCMP regarding Body Worn Camera Stakeholder Engagement/Information.** **20-33**
- c. **Heather Powell, Hollies Executive Golf Course regarding TUP2005, 3133 Alberni Highway.**

6. CORRESPONDENCE FOR ACTION
 (ALL/UNWEIGHTED)

- a. **REQUEST FOR LETTER OF SUPPORT** **34**
 Beaver Creek Community Club, June 15, 2021 request for a letter of support for grant funding through the Canada Healthy Communities Initiative.

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter of support to the Beaver Creek Community Club for their grant application through the Canada Healthy Communities Initiative to continue improvements of their outdoor space for their community.

7. CORRESPONDENCE FOR INFORMATION
 (ALL/UNWEIGHTED)

- a. **MINISTRY OF FORESTS, LANDS, NATIONAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT** **35-36**
 Proposed Moratorium on Recreational Wolf Hunting on Vancouver Island
- b. **CITY OF PITT MEADOWS** **37-38**
 Truth and Reconciliation Commission’s Call to Action 75
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **39-40**
 2021 AVICC Resolution
- d. **THE COPRORATION OF THE TOWNSHIP OF SPALLUMCHEEN** **41**
 BC Hydro Residential Rate Review
- e. **MINISTRY OF MUNICIPAL AFFAIRS** **42-43**
 Investing in Canada Infrastructure Program (ICIP) – VOVID-19 Resilience Infrastructure Stream – Project #IV0257 – ACRD Office Entrance Improvement
- f. **ISLAND COASTAL ECONOMIC TRUST** **44-50**
 Community Builder – Eagle Walz, Sunshine Coast Trail
- g. **PROVINCE OF BC** **51-53**
 Province Supports local Governments to Invest in Businesses, People
- h. **CLAYOQUOT BIOSPHERE TRUST** **54-62**
 June Newsletter
- i. **WESTERN CANADA MARINE RESPONSE CORPORATION** **63**

Spill Response Base Construction Update

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **64-99**
2020 Statement of Financial Information
(ALL/UNWEIGHTED)

THAT the Board of Directors approve the Alberni-Clayoquot Regional District 2020 Statement of Financial Information (SOFI) including all of the statements and schedules.

- b. **REQUEST FOR DECISION** **100-105**
Local Government Update on Current Rules for Board Meetings
(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to come back with options for consideration by the Board of Directors at the July 28th regular meeting for safely holding in-person Board and Committee meetings and public hearings following further direction from the Province respecting the four-step COVID restart plan.

- c. **REQUEST FOR DECISION** **106-110**
Meeting Requests – Premier, Cabinet Ministers & Ministry Staff 2021
UBCM Convention
(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors approve meeting requests with Cabinet Ministers and Provincial Government staff in conjunction with the 2021 Union of British Columbia Municipalities Conference respecting issues/concerns impacting communities in the Alberni-Clayoquot Region as outlined in this report.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY
(PARTICIPANTS/UNWEIGHTED)

- a. **RA20005, POOL/CORTESE, LOT 63, HAGGARD COVE, BARKLEY SOUND,
(BAMFIELD)** **111-113**
Rezoning Application – Memorandum and Bylaw P1410

THAT Bylaw P1410, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.

- b. **RD20003, STEVENS, 7956 PACIFIC RIM HIGHWAY (SPROAT LAKE)** **114-146**
Rezoning Application – Report and Bylaws P1411 and P1412

THAT the Board of Directors deny rezoning application RD20003.

- c. **RD20004, RHODES, CARNIATO, COSS, ALLAIN, IMHOFF, 9001 CENTRAL LAKE ROAD (SPROAT LAKE)** **147-151**
Rezoning Application – Memorandum and Bylaws P1408 and P1409

THAT Bylaw P1408, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time;

THAT Bylaw P1408, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time;

THAT Bylaw P1409, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time;

THAT Bylaw P1409, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

- d. **RD21005, MYKYTE, LOT 45, TAYLOR ARM DRIVE (SPROAT LAKE)** **152-167**
Rezoning Application – Report and Bylaw P1430

THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;

THAT the public hearing for Bylaw P1430 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District;

THAT the Board of Directors confirm that adoption of Bylaw P1430 is subject to:

Agreement to include the property within the Sproat Lake Fire Protection Service Area;

Registration of a restrictive covenant requiring suitable public access, acceptable to the ACRD, to the Crown Land lying north of the property at the time of subdivision;

Meeting technical referral agency requirements.

- e. **DVD20011, MYKYTE, 9648 STIRLING ARM CRESCENT (SPROAT LAKE)** **168-184**
Development Variance Permit Application – Report

THAT the Board of Directors consider issuing development variance permit

THAT the public hearing for Bylaw P1432 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District;

THAT the Board of Directors confirm that adoption of Bylaw P1432 is subject to:

Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 1 acre density;

Meeting technical referral agency requirements.

- i. **RF20010, MCINTYRE , 6124 STRATHCONA STREET (CHERRY CREEK)** **221-236**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1424

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

- j. **TUP20005, 0147819 BC LTD/HEATHER POWELL, 3133 ALBERNI HIGHWAY (CHERRY CREEK)** **237-244**
Temporary Use Permit Application – Report

THAT the Board of Directors deny Temporary Use Permit TUP20005.

10. REPORTS

10.1 STAFF REPORTS

(ALL/UNWEIGHTED)

- a. **Meeting Schedule –July 2021** **245**
b. **Building Report-May 2021** **246**
c. **Monthly Agreement & Grant Delegation Report – May/June 2021** **247**
– D. Holmes, Chief Administrative Officer

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

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

(ALL/UNWEIGHTED)

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library – P. Cote
- c. Alberni Valley Chamber of Commerce – S. Minions
- d. Air Quality Council, Port Alberni – D. Bodnar
- e. West Coast Aquatic Board – T. Stere
- f. Association of Vancouver Island & Coastal Communities – P. Cote
- g. Beaver Creek Water Advisory Committee – J. McNabb
- h. West Island Woodlands Advisory Group – J. Jack
- i. Agricultural Development Committee – T. Shannon
- j. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

Questions/Comments from the public participating in the Zoom meeting.

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.

14. IN CAMERA

(ALL/UNWEIGHTED)

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

- i. *90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*
 - *21 (1) (c) (i) of FOIPPA: the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party;*

- ii. *90 (1) (f) law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*
- iii. *90 (1) (c) labour relations or other employee relations.*

15. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

16. ADJOURN
(ALL/UNWEIGHTED)

Next Board of Directors Meeting: Wednesday, July 28, 2021, 1:30 pm
Via Zoom



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 9, 2021, 1:30 PM

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

- DIRECTORS PRESENT:** John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
John McNabb, Vice-Chair, Director, Electoral Area "E" (Beaver Creek)
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Sarah Rymer, Alternate Director, Electoral Area "B" (Beaufort)
Kel Roberts, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Ron Paulson, Councillor, City of Port Alberni
Rachelle Cole, Councillor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Sharie Minions, Mayor, City of Port Alberni
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Alan McCarthy, Member of Legislature, YuułuꞀiꞀꞀath Government
- REGRETS:** Tanya Shannon, Director, Electoral Area "B" (Beaufort)
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning and Development
Jenny Brunn, General Manager of Community Services
Alex Dyer, Planning Manager
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Shane Koren, Assistant Accountant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/9-6-2021/>

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.

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

Acknowledgment of the passing of Sarah Robinson and of the Unmarked Graves at the Kamloops Indian Residential School

- Introduction by Chair Jack
- A moment of Silence
- Observations by ACRD Directors

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Board of Directors write a letter to Prime Minister Trudeau urging the federal government to accelerate their efforts to account for every lost child in the residential school system throughout Canada.

CARRIED

2. APPROVAL OF AGENDA

MOVED: Director Beckett

SECONDED: Director McCarthy

THAT the agenda be approved as circulated with addition of the following late item under Section 12 (a) authorization for Electoral Area Directors to attend the virtual Electoral Area Directors Summer Meeting on June 28th from 10:00 am to 12:00 noon.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – May 26, 2021

MOVED: Director Roberts

SECONDED: Director Bodnar

THAT the minutes of the Board of Directors meeting held on May 26, 2021 be adopted.

CARRIED

b. Committee of the Whole Meeting – May 26, 2021

MOVED: Director McCarthy

SECONDED: Director Bodnar

THAT the minutes of the Committee of the Whole meeting held on May 26, 2021 be adopted.

CARRIED

c. West Coast Committee Meeting – June 2, 2021

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the minutes of the West Coast Committee meeting held on June 2, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Introduction: Shane Koren, Assistant Accountant – Teri Fong, Chief Financial Officer

The Chief Financial Officer introduced new employee Shane Koren, Assistant Accountant with the Regional District.

b. Greg Shea, Executive Director, Community Capital and MVOP, First Nations Health Authority (FNHA) regarding FNHA Community Capital Program.

The delegation conducted a presentation on the First Nations Health Authority Capital Program. The FNHA is unique across Canada. They work to transform the way health care is delivered to BC First Nations. The delegation provided an overview of health infrastructure across the Province and within the Alberni-Clayoquot Region.

c. Capt. Josh Temple, Executive Director, Coastal Restoration Society regarding current projects.

The delegation provided an overview of the Coastal Restoration Society and efforts to support resource management and stewardship goals of First Nations, Provincial and Federal governments. He provided an overview of their projects in the region.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. UBCM

Gas Tax Agreement Community Works Fund Payment

b. ISLAND COASTAL ECONOMIC TRUST

New Small Capital Program Set to Drive Vitality into Downtown Areas

c. CITY OF PRINCE GEORGE

Resolutions Submitted to the 2021 UBCM Convention

- d. **MARK & SUSAN RECKSIDLER**
Mozart Road Concerns
- e. **CIVIL RESOLUTION TRIBUNAL**
Information for Motor Vehicle Accident Disputes
- f. **GOVERNMENT OF CANADA**
Blue Economy Strategy (Click link to view full report online) <https://www.dfo-mpo.gc.ca/campaign-campagne/bes-seb/index-eng.html>)

MOVED: Director Johnsen

SECONDED: Director McNabb

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Meeting Requests – Premier, Cabinet Ministers & Ministry Staff 2021 UBCM Convention**

MOVED: Director Roberts

SECONDED: Director Paulson

THAT the Alberni-Clayoquot Regional District Board of Directors provide direction to the General Manager of Administrative Services no later than June 28th on requesting meetings with the Premier, Cabinet Ministers or Provincial Ministry staff in conjunction with the 2021 Union of British Columbia Municipalities Conference respecting issues/concerns impacting communities in the Alberni-Clayoquot Region.

CARRIED

Director Minions entered the meeting at 3:03 pm

- b. **Request for Decision regarding Visual Air Quality Monitoring Station Agreement**

MOVED: Director McNabb

SECONDED: Director Rymer

THAT the Alberni-Clayoquot Regional District Board of Directors enter into an agreement with the Ministry of Environment and Climate Change Strategy for a Visual Air Quality Monitoring Station at the Alberni Valley Landfill for a term commencing July 1, 2021 and ending June 1, 2031.

CARRIED

- c. **Request for Decision regarding Bylaw F1148-1 Amendment of Beaver Creek Water System Rates and Regulation Bylaw**

MOVED: Director McNabb
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. F1148-1, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-1, 2021.

CARRIED

MOVED: Director McNabb
SECONDED: Director Minions

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. F1148-1, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-1, 2021.

CARRIED

MOVED: Director McNabb
SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. F1148-1, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-1, 2021.

CARRIED

MOVED: Director McNabb
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. F1148-1, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-1, 2021.

CARRIED

d. Request for Decision regarding Bylaw F1147-1 Amendment of Bamfield Water System Rates and Regulation Bylaw

MOVED: Director Beckett
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. F1147-1, Bamfield Water Local Service Area Rates and Regulations Amendment Bylaw No. F1147-1, 2021.

CARRIED

MOVED: Director Beckett
SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. F1147-1, Bamfield Water Local Service Area Rates and Regulations Amendment Bylaw No. F1147-1, 2021.

CARRIED

MOVED: Director Beckett

SECONDED: Director Bodnar

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. F1147-1, Bamfield Water Local Service Area Rates and Regulations Amendment Bylaw No. F1147-1, 2021.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. F1147-1, Bamfield Water Local Service Area Rates and Regulations Amendment Bylaw No. F1147-1, 2021.

CARRIED

e. Request for Decision regarding Bylaw R1016-5 Amendment of Tofino-Ucluelet Airport Fees

MOVED: Director Roberts

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1016-5, Tofino-Ucluelet Airport Fees Amendment Bylaw No. R1016-5, 2021.

CARRIED

MOVED: Director Roberts

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1016-5, Tofino-Ucluelet Airport Fees Amendment Bylaw No. R1016-5, 2021.

CARRIED

MOVED: Director Roberts

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1016-5, Tofino-Ucluelet Airport Fees Amendment Bylaw No. R1016-5, 2021.

CARRIED

MOVED: Director Roberts

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1016-5, Tofino-Ucluelet Airport Fees Amendment Bylaw No. R1016-5, 2021.

CARRIED

f. Request for Decision regarding Burning Regulation Bylaws and Public Engagement Summary

MOVED: Director McNabb

SECONDED: Director Minions

THAT this Request for Decision be referred to the Electoral Area Directors Committee for further discussion and consideration.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. RD20004, RHODES, CARNIATO, COSS, ALLAIN, IMHOFF, 9001 CENTRAL LAKE ROAD (SPROAT LAKE)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1408 and P1409

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Cote

SECONDED: Director Rymer

THAT the Board of Directors receive the public hearing minutes.

CARRIED

- b. RE20011, NEUWIRTH, 6008 GRANDVIEW ROAD (BEAVER CREEK)**
Rezoning Application – Memorandum and Bylaw P1421

MOVED: Director McNabb
SECONDED: Director Rymer

THAT Bylaw P1421, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.

CARRIED

- c. TUP21002, SMITH, 3240 CLAYTON ROAD (CHERRY CREEK)**
Temporary Use Permit Application – Memorandum and Permit

MOVED: Director Bodnar
SECONDED: Director McNabb

THAT the Board of Directors issue Temporary Use Permit TUP21002.

CARRIED

- d. TUP20005, 0147819 BC LTD/HEATHER POWELL, 3133 ALBERNI HIGHWAY (CHERRY CREEK)**
Temporary Use Permit Application – Report

The Chairperson left the meeting at 3:49 pm
The Vice-Chairperson assumed the Chair.
The Chairperson re-entered the meeting at 3:55 pm

MOVED: Director Bodnar
SECONDED: Director Beckett

THAT the Board of Directors is, at this time, disposed to deny this Temporary Use Permit application TUP20005 and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should be supported.

CARRIED

Chairperson reassumed the Chair at 4:00 pm.

10. REPORTS

10.1 STAFF REPORTS

- a. Asset Retirement Obligation Standard Implementation, including presentation by Chief Financial Officer, T. Fong**

MOVED: Director McNabb
SECONDED: Director Roberts

THAT the Board of Directors receives the staff report for information.

CARRIED

Director Minions left the meeting at 4:07 pm.

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. **San Group and Port Alberni Port Authority Announcements – including verbal report by Director J. McNabb**

MOVED: Director McNabb

SECONDED: Director Paulson

THAT the Board of Directors receives this report for information.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

- a. **Electoral Area Director's Summer Meeting – June 28th**

MOVED: Director Cote

SECONDED: Director McNabb

THAT the ACRD Board of Directors authorize the Electoral Area Directors to attend the virtual Electoral Area Director's Summer Meeting on June 28th from 10:00 am to 12 noon.

CARRIED

13. QUESTION PERIOD

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments from the public respecting an agenda topic from Zoom webinar attendees or submissions received by email at responses@acrd.bc.ca.

14. RECESS

MOVED: Director Roberts

SECONDED: Director Bodnar

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 4:20 pm.

15. RECONVENE

The meeting was reconvened at 4:34 pm.

16. IN-CAMERA

MOVED: Director Beckett

SECONDED: Director McNabb

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

- i. 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;*
- ii. 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*
- iii. 21 (1) (c) (i) of FOIPPA: the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party;*
- iv. 21 (1) (a) (ii) of FOIPPA: that would reveal commercial, financial, labour relations, scientific or technical information of or about a third party;*
- v. 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district 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 4:35 pm.

The meeting was re-opened to the public at 4:44 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolutions passed at the in-camera portion of the ACRD Board of Directors meeting were reported out in open meeting:

The Board of Directors approved a two-year (July 1, 2021 to June 30, 2023) contract extension to Berry and Vale Contracting Ltd. for the operation of the West Coast Landfill at the annual price of \$522,896.37 excluding GST.

The Board of Directors authorized the CAO to award the Wastewater Treatment System Repair project to Denis Francoeur Backhoeing Ltd. for the tender price of \$107,000 excluding GST.

THAT the Board of Directors appointed the following individuals to the Cherry Creek APC for a two-year term: Carrie Smith, John Versteeg Jr., Bob Vandermolen, and Mike Jones.

18. ADJOURN

MOVED: Director Rymer

SECONDED: Director Roberts

THAT this meeting be adjourned at 4:44 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
General Manager of Administrative Services

A group of RCMP officers in their iconic red serge uniforms and Stetson hats are marching in a parade. They are wearing body-worn cameras, which are visible as small black devices on their belts. The background shows green trees and a clear sky.

RCMP Body Worn Camera BWC Program Overview

April 28, 2021



RCMP Body Worn Camera

BWC Program Overview



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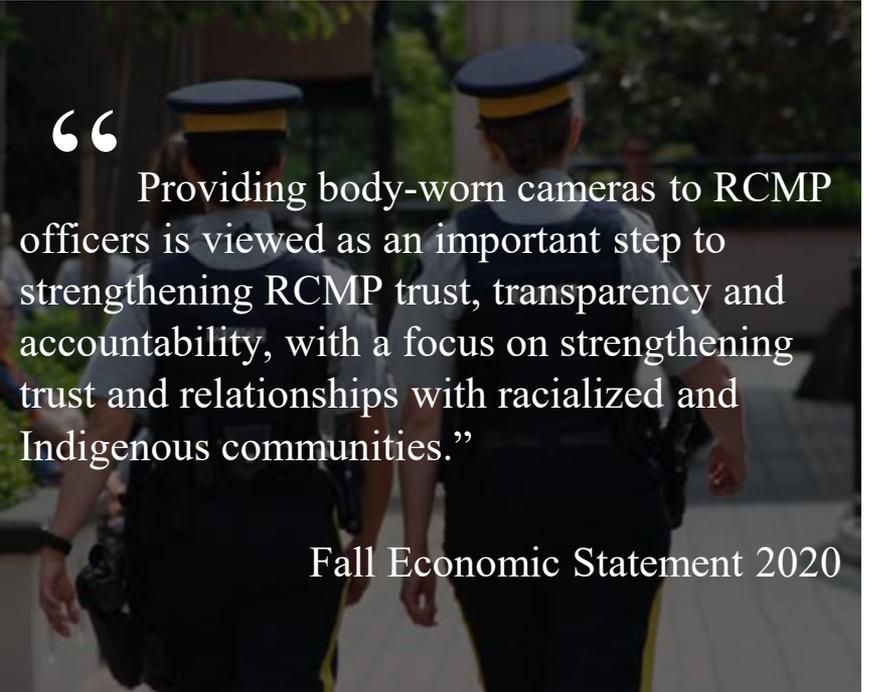
Context and Program Overview

The reason behind the Body Worn Camera (BWC) Program

Why are we getting Body Worn Cameras?

In keeping with the Prime Minister's commitment from June 2020 and as part of a broader strategy to enhance transparency, trust and confidence, the RCMP will be rolling out body worn cameras (BWC) in FY 2021.

To meet this requirement, the RCMP is equipping all RCMP officers who have operational interactions with the public with a body worn camera while on duty. This is estimated to be between 10,000 and 15,000 cameras. This will include RCMP officers in both Contract and Federal Policing.



“ Providing body-worn cameras to RCMP officers is viewed as an important step to strengthening RCMP trust, transparency and accountability, with a focus on strengthening trust and relationships with racialized and Indigenous communities.”

Fall Economic Statement 2020



Expectations

What BWCs will contribute to the RCMP and Canadian Public

Body Worn Cameras (BWC) are intended to overtly capture an accurate unbiased and reliable audio/video account of incidents involving uniformed police. Increasingly deployed by police in Canada and internationally to:



Context and Program Overview

Body Worn Camera (BWC) use and impacts to contract partners

The RCMP expects BWC will become a national standard for RCMP members that are interacting directly with communities

Why use body worn cameras?

Canadians need to feel protected and respected by the police. Body-worn cameras can help to increase the trust between police and the communities they serve, because:

- They show what happens during police stops
- The videos can be used as evidence for complaints or in court
- They can encourage better police and public behaviour.

When will the RCMP have the Cameras?

The RCMP is planning to procure BWCs and a Digital Evidence Management Service through a transparent process. A Request for Proposals will be launched in summer 2021.

There is an expectation that BWC will start to be rolled out in **fall 2021** as part of a phased approach (i.e., starting in 3 locations – northern, rural, urban) and an understanding that roll-out could take up to 18 months.

How much will the Cameras Cost?

Based on research, the RCMP estimates BWCs will cost \$2000-\$3000 per camera per year. These numbers will be confirmed once a vendor is selected.

RCMP policing services contract partners will not have to fund this until 2024/25.



Program Objectives

What we expect and what we don't know

What are the expected benefits/outcomes?

Improved Evidence Gathering for Prosecutions

Improved transparency and accountability leading to increased public trust and confidence in police

Timely resolutions or withdrawal of complaints upon video viewing

Improved police and public behaviour

What are some things we don't know?

- ❑ **What services** an external vendor will provide vs. what will be handled within RCMP.
- ❑ **How** cameras will be rolled out across the country and the factors that will be considered to make this determination (network capabilities, stakeholders consultations, size of detachment).
- ❑ **How video evidence** will be handled and transferred to the courts.
- ❑ **The true impacts** on workload.



V Division BWC Pilot in Iqaluit

Body Worn Camera (BWC) testing and lessons learned

Starting November 30, 2020, some officers in Iqaluit Detachment were equipped with body-worn-cameras (BWC) while attending calls for service.

The V Division BWC Pilot was launched to help the Nunavummiut to feel protected and respected by the police and enhance trust between the RCMP and the communities in Nunavut.

This pilot is important as it serves to inform the wider RCMP organization on how to implement BWC.

The RCMP expects BWCs will become a national standard for RCMP members who interact directly with communities. The processes and policies used by V Division will guide the developing National policies and procedures.

Keys to BWC implementation:

The BWC pilot in V Division (Nunavut) found that by actively engaging with stakeholders in a transparent manner they were able to secure the communities support with the BWC implementation. Proactive engagement was conducted using discussions through their existing network connections and communicating with information about the pilot on posters and pamphlets.





Limited Pilot in V Division Underway

Pilot will inform community engagement strategies and how best to use the cameras

BODY-WORN CAMERAS IN IQALUIT

Starting in November 2020, some RCMP officers in Iqaluit will have body-worn cameras. They'll be starting to use the cameras over the next few months. This pilot will help us roll out cameras to other officers across the country.

STARTING TO USE THE CAMERAS IN PHASES

There will be three phases to the pilot of the cameras in Iqaluit.

PHASE 1

- November 2020
- 2 officers on each shift will have cameras
- 8 cameras total

PHASE 2

- January 2021
- 4 officers on each shift will have cameras
- 16 cameras total

PHASE 3

- February 2021
- All general duty officers on each shift will have cameras
- 24 cameras total

We're doing it this way so we can make changes based on new information.

WHY USE BODY-WORN CAMERAS

Canadians need to feel protected and respected by the police. Body-worn cameras can help to increase the trust between police and the communities they serve, because:

- they show what happens during police stops
- the videos can be used as evidence for complaints or in court
- they can encourage better police and public behaviour

HOW OFFICERS WILL USE THE CAMERAS

TURNING THE CAMERA ON

Officers may turn the camera on during calls for service, including:

- Mental health calls
- Interactions with people in crisis
- Crimes in progress
- For investigations
- Public disorder

They may also turn the camera on when they interact with the public, but not in every situation.

TURNING THE CAMERA OFF

You can ask the officer to turn off the camera. The officer will consider your right to privacy versus the nature of the call, the location, and the situation. Based on this, they may or may not turn off the camera. If you disagree, you can:

- contact the detachment
- make a public complaint
- make a privacy complaint about the RCMP

LETTING YOU KNOW THE CAMERA IS RECORDING

If possible, officers will let you know when the camera is recording.

You can tell the camera is recording by the light above the lens. Green means the camera is on and red means it's recording.

These lights will always be on, unless the officer turns them off for their safety (in low- or no-light situations).

BYSTANDERS CAUGHT ON VIDEO

As a bystander to a call for service, you might be caught on video even if you're not involved in the call. To protect your privacy, we will:

- Blur your face and/or licence plate
- Mute or distort your voice

REQUESTING A COPY OF A VIDEO

You can make an Access to Information request to get a copy of a video.

www.rcmp-grc.gc.ca/en/access-information-and-privacy

V Div Pilot

- Launched November 30, 2020
- 24 cameras rolled out to general duty police officers
- Communication and engagement activities effective
- Public response positive; no significant concerns
- Draft policy/procedures serve a good working model
- Working closely with Crown to meet disclosure requirements



BWC use and activation

When the BWCs will be activated and how that decision is made

What is the general expectation for BWC use?

BWCs are to be activated:

- Prior to arriving at a call for service
- When initiating contacts with a member of the public for the purpose of investigation
- To record information to support lawful execution of duties

Not intended for:

- 24 hour recording
- Surveillance or covert recording
- When intimate searches are conducted
- Areas with a high expectation of privacy *unless there are exigent circumstances*

Can BWCs be turned off by the officer?

When the BWC is activated, it shall not be deactivated, deliberately repositioned or covered except when there is a reasonable belief that the collection audio/video media no longer:

- Supports officer or public safety
- Benefits the investigation
- Support the rationale of the use of BWC

Some examples: Intimate searches, incidents of a sensitive nature, investigative discussions/enquiries between police personnel, formal statements normally taken at a detachment interview room, etc.



BWC Use and indicators

Examples of how officers may inform bystanders of its use

What are examples of situations where Body Worn Cameras will be used?

V Division Officers may activate their BWC during calls for service, including:

- Mental health calls
- Interactions with people in crisis
- Crimes in progress
- For investigations
- Public disorder and protests

Officers to let you know the camera is recording

- When possible, officers will let you know when the camera is recording.
- You can tell the camera is recording by the light above the lens. A green means the camera's power is ON, while a red light means the camera is ON *and* recording.
- These lights will always be on, unless the officer turns them off for their safety (e.g., in low- or no-light situations). This is permitted but the reason why must be recorded on the video or in their notes.



BWC V Division Recordings and Use

V Division recording procedures and processes have informed a model for national use

Bystanders caught on video

Effort will be made to not capture unrelated incidents, investigations or members of the public. However, you might be caught on video even if you're not involved in the call.

You can make an Access to Information request to get a copy of a video.

Length of time V Division keeps videos

The amount of time we will keep a video will depend on the type of call an officer attends. The shortest possible time V Division keeps a video for is 2 years. If a video doesn't capture a call for service, and does not contain any personal information, it will be discarded after 30 days.

After time expires:

- We will destroy it,
- We will send it to Library and Archives Canada if it has historical value, or
- If we were helping another non-Government of Canada agency, we will transfer it to them.

Like all RCMP holdings, legislated retention periods will be respected.



BWC recording use by RCMP members

How the recordings are used by the recording officer and who has access

Does the use of BWC replace officer note taking?

- Members will write notes in the same manner as any other investigation or use of force incident before viewing footage.
- When members watch their video, they will document that in their notes including date and time viewed.

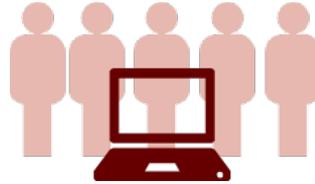
Who can review and/or has access to BWC video?

- The member who captured the video or were present when the video was recorded
- Supervisor of the member that recorded the video
- Chain of command when there is a legitimate investigative or administrative reason to view it (approval required before it can be viewed)
- A member who needs to see it for an investigative purpose (approval required before it can be viewed)
- A member from the Conduct Authority Section (approval required before it can be viewed)



BWC information and support

Sources of BWC information or ways to speak to the RCMP about BWCs



How do I request to view a recording?

The process is the same for any information held by the RCMP.

Members of the public can make a Privacy Act or an Access to Information Act request to get a copy of a video at the following link:

<https://www.rcmp-grc.gc.ca/en/access-information-and-privacy>



Feedback

Do you have feedback on the implementation of Body Worn Cameras?

Let us know!

Email: e_bwc@rcmp-grc.gc.ca

From: Neil Clement <ncle5@telus.net>
Sent: June 15, 2021 7:37 PM
To: Administration Shared <administration@acrd.bc.ca>
Subject: Letter of Support for Beaver Creek Community Club

June 15th, 2021

mailbox@acrd.bc.ca

Dear RECIPIENT,

The Beaver Creek Community Club is currently in the process of applying for grant funding through the Canada Healthy Communities Initiative, to continue improvements of our outdoor space for our community.

Since 2017, we have been fortunate as a non-profit organization, with the help of grants and volunteer hours, to put in a new outdoor playground, resurface our basketball court, and upgrade the kitchen in our Hall. While COVID-19 has prevented our indoor space from being used the past year and half, we are thrilled that our outdoor areas are being enjoyed safely by many community members. We would like to continue our momentum of improving our community property for Alberni Valley residents, with the following goals in mind:

Improved landscaping around our playground and basketball court. We'd like to level the grass areas for safety of use, and longevity of our lawn mowing equipment, as well as plant more trees
Wheelchair paths from the parking lot to the basketball court and playground for improved accessibility

Pathway in the treed area behind the basketball court for walking and biking. We envision this path to be around 6' wide and suitable for wheelchairs, strollers, and bikes so it can be utilized by all user groups

Additional picnic tables and benches

Improved Wifi for our outdoor areas

We are reaching out to you, as a user, potential user, or advocate of our outdoor community space, for a letter of support for our grant application. We appreciate your time and consideration, and look forward to hearing from you by June 24th, 2021.

With many thanks,

Beaver Creek Community Club Executive and Volunteers



Reference: 264649

June 11, 2021

VIA EMAIL: jhill@acrd.bc.ca

John Jack, Chairperson
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, British Columbia
V9Y 2E3

Dear John Jack:

Thank you for your letter of May 17, 2021, to Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development, regarding the Alberni-Clayoquot Regional District's views on the proposed moratorium on recreational wolf hunting on Vancouver Island.

British Columbia takes the well-being of all wildlife very seriously, and this includes deer and elk populations as well as wolves. Be assured that any decisions at the provincial level will be made with the well-being of British Columbia's intricate ecosystems in mind.

I can assure you that hunting and trapping opportunities in British Columbia are only provided where such activities are biologically sustainable. The BC government does not allow hunting or trapping that threatens the conservation of any species, nor does it condone unethical hunting or trapping practices. Overall, wolf populations in the province remain healthy and are not threatened by legal hunting or trapping activities.

The goal of wolf management in BC is to ensure a self-sustaining population throughout the species' range. The following objectives are outlined in the species management plan:

1. To ensure a self-sustaining population throughout the species' range that fulfils the role of wolves as a top predator in BC's diverse ecosystems.
2. To provide opportunities for economic, cultural, and recreational uses of wolves consistent with ministry program plans.
3. To minimize impacts on livestock caused by wolves in a manner that does not jeopardize conservation objectives.
4. To manage specific packs or individuals where predation is likely preventing the recovery of wildlife populations threatened by wolf predation.

Page 1 of 2

Staff view hunting and trapping seasons for wolves on Vancouver Island as sustainable and appropriate to meet the objectives for wolf conservation and sustainable use. Current wolf trapping regulations, without any restriction on harvest numbers, have given no indication that there is a conservation concern or that over-harvest is occurring.

The province is currently working to ensure better harvest data is collected annually from hunters and trappers through regulatory changes. I have also asked staff to further review the biological data on which the above professional opinion is based. If this review changes the understanding of population levels and sustainability of current management, then additional regulation changes may be required. Consideration is also being given to trapping on private lands. All regulation proposals go through a comprehensive consultation process with First Nations, stakeholders, and the general public.

Again, thank you for writing to share your concerns and for your interest in wolf management on Vancouver Island.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Muter'.

David Muter
Assistant Deputy Minister

pc: Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations
and Rural Development



City of Pitt Meadows
OFFICE OF THE MAYOR

June 14, 2021

File: 01-0400-60/21

Honourable Marc Dalton
Member of Parliament
Sent via email: marc.dalton@parl.gc.ca

Honourable Lisa Beare
Member of the Legislative Assembly
Sent via email: lisa.beare.MLA@leg.bc.ca

Dear MP Dalton and MLA Beare:

Re: Truth and Reconciliation Commission's Call to Action 75

We write this letter regarding the recent announcement from the Tk'emlúps te Secwépemc First Nation and the results of a survey at the former Residential school in Kamloops B.C., which uncovered the remains of 215 Indigenous children. These findings confirm and support the stories and histories as told by many residential school survivors.

The findings in Kamloops support the suggestion that there will likely be further tragic discoveries at other residential schools.

We share in the grief of all First Nation people as we collectively honour and mourn the loss of these 215 children.

.../2

We believe it is imperative that immediate action be taken to address Action 75 of the Commission's Calls to Action, which states:

75. We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.

In order for reconciliation to take place, the truth must be recognized and acknowledged. We feel that by identifying, honouring, and remembering these Indigenous children, it is an important step towards healing.

Along with our collective outrage, we fully support and call for further action to find, and hold accountable, those who were involved in this unspeakable tragedy.

Yours Truly,



Mayor Bill Dingwall

BGS, LL.B., CPHR

cc: Pitt Meadows City Council
UBCM



June 4, 2021

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

Dear Chair Jack:

Re: 2021 AVICC Resolution(s)

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s) received endorsement at the 2021 AVICC Spring Convention.

As such, the resolution(s) will be presented to the UBCM membership for their consideration at the 2021 UBCM Convention.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: jjustason@ubcm.ca.

Yours truly,

A handwritten signature in black ink that reads 'B. Frenkel'. The signature is written in a cursive style.

Brian Frenkel
UBCM President

Enclosure

Unauthorized Camping Crisis

Alberni-Clayoquot RD

Whereas unauthorized camping has affected in negative ways residents, businesses, the environment and, in many cases, those experiencing homelessness throughout the province;

And whereas the COVID-19 Pandemic has exacerbated the effects of, and very significantly increased the occurrences of, unauthorized camping:

Therefore be it resolved that UBCM ask the Province to prioritize working with local governments in understanding the effects of unauthorized camping on all parties and actively participate in mitigating those that are deleterious to the health and welfare of people, to the environment and to business.

Convention Decision:

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



June 11, 2021

File No. 5500-05

BC Hydro
PO Box 8910
Vancouver, BC
V6B 4X3

Dear BC Hydro

Re: Residential Rate Review

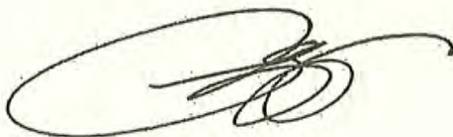
Please be advised that at the Monday, June 7, 2021 Township of Spallumcheen Committee of the Whole Meeting, the following resolution was passed:

"...THAT the Township of Spallumcheen Council direct staff to write a letter to BC Hydro and the Union of British Columbia Municipalities requesting that the consultation period for the Residential Rate Review be extended by reopening the survey to allow more residents an opportunity to submit comments due to the changes in the E-plus incentive that has been a program that has supported Township residents who have dual heat sources and no opportunity to natural gas as an additional heat source due to the rural nature of the Township."

Please consider reopening the survey to allow an extended period for consultation. Township residents, as well as residents of other similar rural municipalities, need an opportunity to participate in the Residential Rate Review. Many areas of Spallumcheen are unable to access natural gas services meaning the impacts of a rate change could negatively impact our residents and make heat unaffordable.

Thank you for your attention to this matter. If you have any questions in this regard, please contact the undersigned.

Respectfully,



Cindy Graves
Corporate Officer

cc. UBCM Member Municipalities



June 14, 2021

Ref: 266796

Michael Irg
General Manager of Planning and Development
Alberni-Clayoquot Regional District
3008 Fifth Ave
Port Alberni, BC V9Y 2E3

Dear Michael Irg:

**Re: Investing in Canada Infrastructure Program (ICIP) – COVID-19 Resilience
Infrastructure Stream
Project # IV0257 - ACRD Office Entrance Improvement**

Thank you for your application for funding under the ICIP – COVID-19 Resilience Infrastructure Stream (ICIP-CVRIS).

We would like to advise that, after careful consideration, the above-noted project was not selected for funding under the ICIP –CVRIS.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. If you have any questions, please contact Justin Langton, ICIP-CVRIS Lead, by email at: Justin.Langton@gov.bc.ca.

Additional program information can be found at the Investing in Canada Infrastructure Program website: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program. Should future funding become available, staff are pleased to provide advice on preparing an application.

...2

Michael Irg
Page 2

Thank you for your interest in the ICIP-CVRIS. We wish you every success with your community project.

Best regards,

A handwritten signature in black ink, appearing to read "Brian Bedford", enclosed within a faint, hand-drawn oval border.

Brian Bedford
Executive Director, Local Government Infrastructure and Finance

From: ICET <info@islandcoastaltrust.ca>
Sent: June 17, 2021 9:59 AM
To: Wendy Thomson <wthomson@acrd.bc.ca>
Subject: COMMUNITY BUILDER - Eagle Walz, Sunshine Coast Trail

[View this email in your browser](#)



Heading into the summer months (and a short reprieve from our Community Builder series), we're profiling Eagle Walz, one of the mastermind architects behind the beloved Sunshine Coast Trail. Learn about how Eagle set about the journey to help build this regional treasure and what keeps him motivated all these years later to keep their vision alive.

“We are both big dreamers, but we knew right from the beginning what we wanted to do. We wanted to save the trees.”

COMMUNITY BUILDER

Eagle Walz, *Sunshine Coast Trail*, past president and
co-founder of *Powell River Parks and Wilderness
Society (PRPAWS)*



Bringing people together through a love for nature

It's a good thing Eagle Walz never became a poet. Had the German-born, Saskatoon-raised elementary school teacher from Powell River gone on to become a professional poet, perhaps the Sunshine Coast Trail (SCT) never would have been built.

Though Eagle admits nature has always been a constant in his life.

Passion for the outdoors

"I probably inherited (it) from my mother, who was a nature lover," says Eagle, who spent his early childhood in a small medieval city on the Danube, just at the edge of southern Germany's Black Forest.

It wasn't until after Eagle met a young couple from Powell River, while working in Mexico, that he went to visit the (then) town for the first time.

"It was love at first sight," says Eagle, who became so enamored with Powell River that he ended up leaving Vancouver and moving there in 1972. He then took up a teaching position – something he vowed he'd never do but ended up doing for three decades.

Eagle's passion for the trees, plants and water, and preserving their beauty, was only further ignited by the splendour of his new environment. Eagle recounts the moment in the late 1980s/early 90s, while making his daily commute back to Lund, that he noticed something strange along the side of the highway.

"I saw a clear cut in the trees that day. This changed everything!" says Eagle with a smile.

A journey begins

Shortly thereafter, Eagle and his “side-kick” Scott Glaspey – the “more practical one” to Eagle’s self-professed “dreamier mind” – embarked on their quest. For many people at the time, their vision seemed nothing more than a pipe dream. The skeptics were proven wrong.

“We are both big dreamers,” admits Eagle, “but we knew right from the beginning what we wanted to do. We wanted to save the trees. The only people who knew the forests at the time were the loggers and we wanted to share with everyone all these beautiful spots in the back country. The Sunshine Coast Trail was the vehicle to take people from the front country to identify the places of great value to those who’d never seen anything like that.”

For the first few years, the two men worked quietly away, completing the first trail, Tokenatch, in 1991/92. In 1993, they formed the Powell River Parks and Wilderness Society (PRPAWS) with the mandate of protecting old growth and wilderness areas. Others quickly joined in.

“We haven’t stopped for a second,” says Eagle, who attributes ‘staying power’ as the main reason they persevered for so many years.

This type of resilience and determination takes on new meaning when considering the years of gruelling and often fastidious volunteer work involved in breaking new trails through a mountain range. Their initial dream became a reality in 1999. Today the trail is considered to be Canada’s longest hut-to-hut hiking trail.

Achieving their dream

Eagle recalls people’s initial comments as the trail circuit approached completion: “They’re building trails over the mountains, just like they said they would... We have such huge support in the community, region, province and globe for this trail,”

says Eagle. “The people that come here don’t just come once, they come again and again as the trail calls them here.”

In the nearly three decades during which the 180km-long trail has been built, 14 backcountry huts have been added, with another one slated for construction this fall. And if the SCT wasn’t enough, Eagle embarked on another project starting in 2017. This time with the local Tla’amin Nation with whom he had built strong relations since their “50s/50s soccer team” days of the 1970s. Eagle volunteered to design and build a 10-kilometre long network of interconnected loops, together with a crew of five local Indigenous men. The Nation provided the crew that created the Tla’amin Trails Network.

“I always said (this type of project) helps create work for someone in the future, if not sooner,” says Eagle.

And while Eagle admits he doesn’t necessarily write poetry today (though he “sometimes gets lyrical”), he does continue to sell his popular Sunshine Coast Trail Hiking Guidebook.

The lyricism of nature

When asked if he sees a link between poetry and nature in terms of how they bring people together, he answers quite simply: “Poetry is feelings and experiencing the forest and outdoors is also feelings.” He added that the trails and the bridges bring people together as they experience nature.

So perhaps we can also feel fortunate that Eagle had a penchant for poetry after all.

###

Eagle is the past president and co-founder of the Powell River Parks and Wilderness Society (PRPAWS) and is currently working on the fifth edition of “The Sunshine Coast Trail: Hut-to-Hut Hiking” guidebook which will be published this summer.



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Our mailing address is:

#108 - 501 4th Street
Courtenay, British Columbia, Canada V9N 1H3

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You can [update your preferences](#) or [unsubscribe from this list](#).

This email was sent to chairperson@acrd.bc.ca

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Island Coastal Economic Trust · #108 - 501 4th Street · Courtenay, BC V9N 1H3 · Canada



Province supports local governments to invest in businesses, people

News Release

Victoria

Wednesday, June 16, 2021 11:45 AM

Small businesses and local workers throughout British Columbia will benefit as local government purchasing dollars are invested back into communities through expansion of the British Columbia Social Procurement Initiative.

“We are committed to ensuring B.C. communities emerge from this pandemic even more resilient,” said Josie Osborne, Minister of Municipal Affairs. “This initiative is a great example of local governments working together, learning from each other and sharing common regional resources to turn their purchasing dollars into benefits that support local businesses, create an inclusive workforce and build a strong recovery.”

The Province is providing \$500,000 to expand the British Columbia Social Procurement Initiative through a one-time grant to the City of Victoria. The program encourages participating local governments and organizations to pool resources, and gives them the tools and training to make smarter purchasing decisions that focus on best value rather than only the lowest price. It supports a collaborative and community-focused approach to procuring equipment, supplies and services for local governments in both small, rural communities and large, urban centres – one that is unique to each community’s needs. The program also opens up opportunities for community organizations and smaller local suppliers to better respond to contract opportunities.

“Social procurement is a new approach to economic development,” said Lisa Helps, mayor of the City of Victoria and co-chair of the British Columbia Social Procurement Initiative steering committee. “Public-sector spending represents a very large portion of Vancouver Island’s economy, and how we spend those funds matters. Social procurement enables public-sector entities to procure goods and services in line with the values of their communities and to the benefit of their local economies.”

The program uses a community-centred approach that aligns the process of purchasing goods and services with achieving greater community outcomes, making it easier for small and medium-sized businesses to work with government and benefit from the economic opportunities created through government contracts.

“The provincewide expansion of this program means people, businesses and communities in every corner of B.C. will see the benefit of procurement dollars being reinvested locally,” said Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation. “As we gradually put the pandemic behind us, building innovative, sustainable and inclusive communities will continue to be our government’s focus.”

Quotes:

Grace Lore, MLA for Victoria-Beacon Hill –

“Investing in our local communities and businesses is more important than ever as we move toward a strong pandemic recovery. It’s really exciting to see this project, which began locally here in Victoria and on Vancouver Island, expanding provincewide.”

Colleen Evans, councillor, City of Campbell River and co-chair, British Columbia Social Procurement Initiative steering committee –

“Today’s announcement is significant to improving the health of our communities and the strength of our economies by enabling greatly expanded access across B.C. to the groundwork of British Columbia Social Procurement Initiative early learning, resources, tools, pilots and policies that are changing the culture of public-sector procurement.”

David LePage, managing partner, Buy Social Canada –

“The British Columbia Social Procurement Initiative has become the showcase for community collaboration – leveraging shared resources to build resilient local economies, create local jobs and provide opportunities for all the members of the community.”

Matt Palmer, project manager, Koers & Associates Engineering Ltd. –

“As part of this initiative, the Town of Qualicum Beach has taken leadership to provide employment opportunities for under-represented groups, promote training for the next generation of skilled trades people, encourage better wages and help

support the local economy. The town’s process was developed around a points-based scoring system, which provides a clear and transparent method for incorporating social value in the tender review and award process.”

Learn More:

To find out more information about the British Columbia Social Procurement Initiative, visit: <https://bcspi.ca/>

Interested in learning more about the British Columbia Social Procurement Initiative and social procurement? Sign up for a learning session:

<https://www.eventbrite.ca/e/introduction-to-bcspi-social-procurement-tickets-159190670581>

A backgrounder follows.

CONTRACT STORY

Backgrounders

[Facts about the British Columbia Social Procurement Initiative](#)

<https://news.gov.bc.ca/24699>

From: Clayoquot Biosphere Trust <info@clayoquotbiosphere.org>
Sent: June 17, 2021 2:19 PM
To: Administration Shared <administration@acrd.bc.ca>
Subject: CBT June Newsletter: Grant announcements and more!

[View this email in your browser](#)



Clayoquot Biosphere Trust

| June

2021 Granting Announcements

Vital Grants

The CBT Board has approved 4 projects to receive Vital Grants funding! Vital grants are an annual stream of **partnership funding to address regional priorities and complex challenges that influence sustainability** in the Clayoquot Sound



Biosphere Region. These larger grants of \$15,000-20,000 aim to support meaningful collaboration between organizations, communities, and cultures and must include a minimum of two project partners.

Congratulations to the 2021 grant recipients:

Assessing Juvenile Chinook Salmon Survival - Cedar Coast Field Station

Bedwell River Habitat Restoration and Enhancement – Ahousaht / Maaqutusiis

Hahoulthee Stewardship Society

łaʔuukwíʔath Family Learning Curriculum Development - Language Keepers Society

Tla-o-qui-aht Nation Community Safety Initiative - Tla-o-qui-aht First Nation



Biosphere Research Award

The Biosphere Research Award is a grant of \$20,000 to support research that advances the **local understanding of conservation challenges in our marine and/or terrestrial ecosystems**

and helps us to prioritize conservation actions within the Clayoquot Sound Biosphere Region.

The 2021 Biosphere Research Award will support the Strawberry Isle Marine Research Society in an extensive Pelagic Marine Species Survey that will deepen understanding of pelagic marine species habitats and key threats to pelagic ecosystems. Congratulations to Strawberry Isle!

Read about the project in greater detail [on our blog!](#)

Thank you to all grant review committee volunteers!

CBT grants are evaluated by committees of local volunteers who have knowledge, experience, or interest in a given area (e.g. community development). Our Board of Directors also reviews and approves grant recommendations from committees and staff.



Normally, our grant review committees come together to share a meal and discuss project applications in person. This year, we had to do it all by video conference, and we'd like to thank the nearly 40 dedicated community volunteers who shared their time and knowledge to help allocate the 2021 CBT grant funding. It's these volunteers that truly make CBT funding "by the community, for the community."

Fully-funded farm worker training program - Summer 2021

The CBT supports the Coastal Agriculture Roundtable (CAR), an initiative of the Alberni-Clayoquot Regional District to increase sustainable local food production in the Pacific Rim region. We're excited to share that through the CAR, there is support available for 3-4 coastal community residents to take a "farmworker fundamentals" course offered by North Island College at Shelter Farm in Port Alberni.



This fully-funded program provides students with the skills they need to be productive agricultural workers in greenhouses and market garden farms. The course includes modules in greenhouse operations, planting and transplanting,

fieldwork, harvesting, and farmer's market sales. Key course dates:

Registration Deadline: June 25, 2021

Course hours: Mon - Fri, July 12 - Sept 3, 2021

8am - 3pm (times may vary depending on weather)

For more information contact Leanne Moore: 250-724-8705 or

leanne.moore@nic.bc.ca or Heather Shobe: acrdagriculture@gmail.com.

Annual Report



Globally, regionally, and for our organization, 2020 was a year like no other. The pandemic brought an unprecedented chance for west coast communities to explore the strengths, but also the gaps and inequities, in the systems we all depend on. When business as usual stopped, we found new opportunities to help meet the

most critical needs of the region as a community foundation and UNESCO Biosphere.

Learn more about our 2020 activities [by reading our annual report](#).

Researcher Interview Series

This month [West Coast NEST](#) launched the first [video](#) in their four-part series highlighting the research and career paths of local scientists!

Join grade 11 student Toby Theriault as she interviews Kayley Hollyer from the Cedar Coast Field Station about her role with the organization and the path she took to get there.



Stay tuned for the rest of the series by following [West Coast NEST on Facebook](#).

[Watch the Video](#)

Local Funding via Healthy Communities Initiative



The Healthy Communities Initiative is a \$31 million investment from the Government of Canada to support communities as they create and adapt public spaces to respond to new realities of COVID-19.

The first round of applications produced an amazing local

project: Tla-o-qui-aht First Nation's *Community Through Cabins* project was granted \$24,752 under the theme of "safe and vibrant public spaces."

If your community-led organization is seeking funding to adapt a community space to the realities of COVID-19, the second round of applications are being accepted until June 25.

Our Outreach Coordinator Brooke Wood is happy to answer any questions and provide support for the application process. She can be reached at 250-725-2219 or brooke@clayoquotbiosphere.org.

You can also visit the [Healthy Communities Initiative](#) page to find out more about how to apply and explore resources for applicants.

Upcoming board meeting



The CBT Board is breaking for the summer and our next meeting will be
Thursday, September 16 from 1-4pm.

Please [contact us](#) to learn how you can participate.

CBT is a registered charity. Your donation supports biosphere research, education, and programs.

[GIVE NOW](#)



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June 10, 2021

Dear Neighbour:

Spill Response Base Construction Update

As you may recall from our March 2020 letter or open houses, Western Canada Marine Response (WCMRC) is constructing a new spill response base in Port Alberni. The base is part of a larger expansion planned to meet enhanced response requirements associated with the Trans Mountain Expansion Project. This larger expansion will double WCMRC's capacity and cut mandated response times in half in South Coast waters. As a part of the larger expansion, a number of new bases will be constructed, the majority of which will be located on Vancouver Island.

When complete later this year, the Port Alberni response base will serve as the primary response centre for spills off the west coast of Vancouver Island. Port Alberni will be the home of a new response marina, warehouse/office, off-ice facility and seven moored vessels.

We will be working closely with the Port Alberni Port Authority throughout this project.

What is happening with construction?

Construction of the base warehouse/office was recently completed, and crews are now moving into the new location. Moorage construction began in early June and will continue throughout the summer. We anticipate starting construction on the wharf guardrails this summer as well. Construction of the base is anticipated to be complete in fall 2021.

Where is this happening?

The Port Alberni base will include two sites located off of Harbour Road between Argyle Street and Bruce Street (at Water Street Wharf south of Harbour Quay and near the Port Authority's office). The new base includes moorage off of Water Street Wharf and a warehouse/office space near the Port Authority's office.

How will this impact me?

We do not expect neighbouring residences and businesses to be impacted by this work.

If you have any feedback, questions or would like more information, please send them to comments@wcmrc.com or call 778-991-0003. We'll keep you informed as this project moves forward.

Sincerely,

Michael Lowry
Communications Manager



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Chief Financial Officer
Meeting Date: June 23, 2021
Subject: 2020 Statement of Financial Information

Recommendation:

That the Board of Directors approve the Alberni-Clayoquot Regional District 2020 Statement of Financial Information (SOFI) including all of the statements and schedules.

Summary:

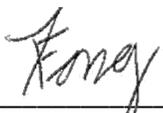
The SOFI report includes the audited financial statements as well as schedules for guarantees and indemnity agreements, remuneration and expenses, and suppliers of goods and services. The report requires approval by the Board of Directors prior to submission to the Ministry of Municipal Affairs and Housing. The deadline for submission is June 30th of each year.

Background:

The SOFI report is also referred to as the Public Bodies report.

Policy or Legislation:

The Regional District SOFI must be prepared annually in accordance with the Financial Information Act.

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

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



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

STATEMENT OF FINANCIAL INFORMATION PERIOD ENDED DECEMBER 31, 2020

Table of Contents

Audited Financial Statements which includes:

- Statement of Financial Position
- Statement of Operations
- Schedule of Debenture Debt
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Statement of Severance Agreements
- Schedule of Payments to Suppliers
- Statement of Financial Information Approval
- Management Report

Regional District of Alberni-Clayoquot
Financial Statements
Year Ended December 31, 2020

Regional District of Alberni-Clayoquot
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Year Ended December 31, 2020

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

INDEPENDENT AUDITORS' REPORT

To Board of Directors of the Alberni-Clayoquot Regional District

Opinion

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

- the statement of financial position as at December 31, 2020
- the statement of operations for the year then ended
- the statement of changes in accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

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

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional District as at December 31, 2020, and its results of operations, its changes in accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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



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

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

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

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

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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



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

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

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

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

KPMG LLP

Chartered Professional Accountants

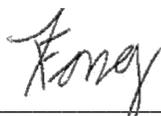
Victoria, Canada
April 16, 2021

Regional District of Alberni-Clayoquot
Statement of Financial Position
Year Ended December 31, 2020

	2020	2019
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 20,130,004	\$ 18,071,480
Portfolio investments (Note 2)	3,152	2,630
Accounts receivable (Note 3)	950,333	1,400,197
Term receivables from municipalities (Note 4)	16,420,277	12,722,638
Municipal Finance Authority debt reserve deposit (Note 5)	330,785	353,896
Inventories for resale	39,781	65,012
	37,874,332	32,615,853
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	1,248,561	1,791,314
Deferred revenue	743,273	260,437
Deposits (Note 6)	15,050	15,050
Restricted revenues (Note 7)	513,485	464,550
Landfill closure liability (Note 9)	3,459,491	3,186,292
Municipal Finance Authority debt reserve	321,415	272,182
Debt (Note 10, Schedule 1)	23,085,266	19,585,003
	29,386,541	25,574,828
NET FINANCIAL ASSETS	8,487,791	7,041,025
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 11, Schedule 2)	46,886,522	46,656,895
Inventories of supplies	89,899	74,183
Prepaid expenses	59,118	71,547
	47,035,539	46,802,625
ACCUMULATED SURPLUS	\$ 55,523,330	\$ 53,843,650

Contingent liabilities and commitments (Notes 4, 5, 14 and 16)

Contractual rights (Note 17)



Teri Fong, CPA, CGA
 Chief Financial Officer

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Statement of Operations
Year Ended December 31, 2020

	2020 Budget (Note 18)	2020 Actual	2019 Actual
REVENUE			
Tax requisitions	\$ 7,000,155	\$ 6,999,904	\$ 6,564,227
Grants in lieu of taxes	30,500	121,000	106,299
Services provided to other governments	41,100	51,319	44,430
Sales of services	4,123,397	4,985,262	4,480,497
Miscellaneous revenue	959,300	1,052,813	1,206,626
Government transfers			
Conditional	6,318,596	1,251,871	7,212,479
Unconditional	125,000	677,792	192,792
	18,598,048	15,139,961	19,807,350
EXPENSES			
General government services	1,935,600	1,596,604	1,782,740
Electoral area administration	187,377	84,264	828,769
Management of development - rural	634,304	539,458	458,669
Regional planning services	217,100	198,728	589,862
Building inspection services	282,000	236,591	234,319
Park services	335,513	215,818	209,786
Fire protection services	883,950	929,551	800,080
Landfill services	3,881,100	3,752,282	3,363,793
AV water study	6,000	-	-
Custom transit	625,000	423,178	494,311
Airport services	2,263,812	2,155,161	2,638,560
Street lighting	2,664	2,427	2,441
Emergency planning	563,700	340,592	231,303
E911 telephone services	325,000	324,983	302,489
Vancouver Island library services	494,000	493,307	491,844
South Long Beach bike path	7,262	7,100	7,100
Grant-in-aid	316,700	289,200	312,598
Noise control	10,300	8,511	7,385
Animal control	9,100	5,552	4,568
Multi-purpose arena contribution	210,902	179,070	198,109
Water systems	1,402,271	1,366,450	1,359,097
Salmon Beach	425,240	311,454	308,108
	15,018,895	13,460,281	14,625,931
ANNUAL SURPLUS	\$ 3,579,153	\$ 1,679,680	\$ 5,181,419

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Statement of Changes in Accumulated Surplus
Year Ended December 31, 2020

	2020 Budget (Note 18)	2020 Actual	2019 Actual
ACCUMULATED SURPLUS - BEGINNING OF YEAR	\$ 53,843,650	\$ 53,843,650	\$ 48,662,231
ANNUAL SURPLUS	3,579,153	1,679,680	5,181,419
ACCUMULATED SURPLUS - END OF YEAR	\$ 57,422,803	\$ 55,523,330	\$ 53,843,650

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Statement of Changes in Net Financial Assets
Year Ended December 31, 2020

	2020 Budget (Note 18)	2020 Actual	2019 Actual
ANNUAL SURPLUS	\$ 3,579,153	\$ 1,679,680	\$ 5,181,419
Use (acquisition) of prepaids	-	12,429	15,205
Use (acquisition) of inventory of supplies	-	(15,716)	(5,020)
Developer contributions of tangible capital assets	-	(10,676)	-
Loss on disposal of tangible capital assets	-	24,041	-
Acquisition of tangible capital assets	-	(2,444,052)	(7,307,323)
Amortization	2,071,200	2,201,060	2,097,081
	2,071,200	(232,914)	(5,200,057)
CHANGE IN NET FINANCIAL ASSETS	5,650,353	1,446,766	(18,638)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	7,041,025	7,041,025	7,059,663
NET FINANCIAL ASSETS - END OF YEAR	\$ 12,691,378	\$ 8,487,791	\$ 7,041,025

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Statement of Cash Flows
Year Ended December 31, 2020

	2020	2019
OPERATING ACTIVITIES		
Annual surplus	\$ 1,679,680	\$ 5,181,419
Item not affecting cash:		
Amortization of tangible capital assets	2,201,060	2,097,083
Loss on disposal of tangible capital assets	24,041	-
Developer contributions of tangible capital assets	(10,676)	-
Proceeds from (contribution to) Municipal Finance Authority debt reserve deposit	72,344	(3,535)
Landfill closure liability	273,199	305,668
Actuarial adjustments of debt	(21,381)	(15,201)
	4,218,267	7,565,434
Changes in non-cash working capital (Note 12)	460,826	(48,815)
	4,679,093	7,516,619
FINANCING ACTIVITIES		
Term receivables from municipalities	(4,450,000)	-
Proceeds from debt	4,450,000	-
Repayment of debt	(175,995)	(175,997)
	(175,995)	(175,997)
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(2,444,052)	(7,307,323)
INVESTING ACTIVITIES		
Addition to portfolio investments	(522)	(171)
INCREASE IN CASH FLOW	2,058,524	33,128
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	18,071,480	18,038,352
CASH AND CASH EQUIVALENTS - END OF YEAR	20,130,004	18,071,480
CASH AND CASH EQUIVALENTS CONSISTS OF:		
Bank balances	\$ 20,130,004	\$ 18,071,480

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Notes to Financial Statements
Year Ended December 31, 2020

1. Summary of Significant Accounting Policies

Basis of presentation

The financial statements of the Regional District of Alberni-Clayoquot (the "District") are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Budget reporting

The budget information reported in the statement of operations, the statement of changes in accumulated surplus and the statement of changes in net financial assets represents the 2020 budget as adopted by the District's Board on March 31, 2020.

Investments

Investments are carried at cost which approximate market value.

Portfolio investments

Portfolio investments include investments in equity securities. Portfolio investments are reported using the cost method, a basis of accounting for portfolio investments whereby the investment is initially recorded at cost and the earnings from such investments are recognized only to the extent received or receivable. When the investment is in the form of shares, dividends received in excess of the District's pro rata share of post acquisition income are recorded as a reduction of the carrying value of the investment.

Inventory

Inventories for resale - Fuel inventory is valued at the lower of cost or net realizable value.

Inventories of supplies - Supplies inventory is valued at the lower of cost and net realizable value with the cost being determined on a first in, first out basis.

Revenue and expenditure recognition

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur, when earned and measurable. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality, Treaty First Nation and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities, Treaty First Nations and the Province (for Electoral Areas) to individual taxpayers. Instead of levying individual taxpayers, the Treaty First Nations also have the option of paying for the requisition from their consolidated revenue fund. The requisitioned amounts are turned over to the District by August 1 of each year.

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

1. Summary of Significant Accounting Policies (continued)

Revenue and expenditure recognition (continued)

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrued interest payable on debt to the end of the fiscal period.

Government transfers without stipulations are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Government transfers with stipulations restricting their use are recognized in the financial statements as revenues in the period in which the eligible expenditures are incurred, providing they are authorized and eligibility criteria are met.

Deferred and restricted revenues

Deferred revenue includes amounts received related to the curbside garbage program but not yet earned. These amounts will be recognized as revenue in the next fiscal year.

Restricted revenue include amounts received for specified projects that are unspent. These amounts will be recognized as revenue when the related expenditures are incurred, services performed or tangible capital assets acquired, thereby extinguishing the related liability.

Accrued Employee Benefits

Based on obligations as determined by collective agreements and contractual arrangements, employee benefit accruals, which include an allowance for vacation entitlement and overtime benefits, are recorded in the year in which they are earned.

Post Employment Benefits

Leave benefits such as vacation, along with retirement allowance benefits, are also available to the District's employees. The costs of these benefits are determined based on service and best estimates of retirement ages and expected future salary and benefit increases. The obligation under this benefit plan is accrued based on projected benefits as the employees render services necessary to earn the future benefits.

Debt

Debt is recorded net of any related repayments and actuarial additions. Interest expense is recorded in the period incurred. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

Tangible capital assets

Tangible capital assets (TCAs) are recorded at cost and amortized on a straight-line basis, based on their expected useful life. The expected useful life of the District's TCAs are as follows:

Airport	10 to 50 years
Fire department	5 to 50 years

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

1. Summary of Significant Accounting Policies (continued)

Tangible capital assets (continued)

Office and administration	5 to 40 years
Land	not amortized
Landfills	Projected closures - 2070 and 2091, 10 to 40 years
Parks	5 to 25 years
Salmon beach	10 to 50 years
Water systems	25 years
Beaver Creek water system	5 to 60 years

Capital projects under construction are not amortized until the asset is put into use. TCA's contributed to the Regional District are recorded at fair value at the time of contribution.

TCA's are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services or when the value of the future economic benefits associated with the asset is less than the book value of the asset.

Landfill liability

The liability for closure of operational sites and post-closure care has been recognized based on the present value of estimated future expenses, estimated inflation and the usage of the site's capacity during the year. The change in liability during the year is recorded as a charge to operations.

Measurement uncertainty

The preparation of financial statements in conformity with Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations. Key areas requiring the use of estimates include the amortization of tangible capital assets and landfill closure obligations.

Beginning March 2020, the outbreak of the novel strain of coronavirus, specifically identified as "COVID-19", has resulted in governments worldwide enacting emergency measures to contain the spread of the virus. Many governments have likewise declared that the COVID-19 outbreak in their jurisdictions constitutes an emergency. Reactions to the spread of COVID-19 have led to, among other things, significant restrictions on travel, business closures, quarantines and general reduction in operational activities. While these effects are expected to be temporary, the duration of the disruption and related financial impact cannot be reasonably estimated at this time. Given the unprecedented and pervasive impact of changing circumstances surrounding the COVID-19 pandemic, there is inherently more uncertainty as compared to prior periods.

Regional District of Alberni-Clayoquot
Notes to Financial Statements
Year Ended December 31, 2020

2. Portfolio investments

	2020	2019
Alberni District Co-op Association equity shares	\$ 3,152	\$ 2,630

3. Accounts Receivable

	2020	2019
Trade and other receivables	\$ 525,137	\$ 500,163
Goods and services tax recoverable	3,906	101,563
Government of Canada	50,225	551,210
Province of British Columbia	314,400	128,268
Local governments	105,527	129,368
Subtotal	999,195	1,410,572
Less allowance for doubtful accounts	(48,862)	(10,375)
Accounts receivable - net	\$ 950,333	\$ 1,400,197

4. Term Receivables from Municipalities

Pursuant to the Local Government Act, the District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority of British Columbia ("MFA"). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the District is contingently liable to the MFA for this debt.

	2020	2019
City of Port Alberni	\$ 13,886,779	\$ 9,784,994
District of Tofino	685,566	736,984
District of Ucluelet	1,842,969	1,935,250
Multiplex Arena	4,963	265,410
	\$ 16,420,277	\$ 12,722,638

Regional District of Alberni-Clayoquot
Notes to Financial Statements
Year Ended December 31, 2020

5. Municipal Finance Authority Debt Reserve Fund

MFA provides capital financing for Regional Districts and their member Municipalities. The MFA is required to establish a Debt Reserve Fund into which each Regional District and member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the MFA to the District. If at any time insufficient funds are provided by the District or member Municipalities, MFA will then use these funds to meet payments on its obligations. When this occurs, the District may be called upon to restore the fund. The balance of the District's Debt Reserve Fund deposits at December 31, 2020 is \$330,785 (2019 - \$353,896).

As a condition of the borrowing, the District is also obligated to lodge security by means of demand notes based on the amount of the borrowing. The notes, which are contingent in nature, are held by the MFA to act as security against the possibility of debt repayment default and are not recorded in the financial statements. Upon maturity of a debt issue, the demand notes are released. As of December 31, 2020, there are contingent demand notes of \$473,950 (2019 - \$551,841). Of these amounts, \$342,625 (2019 - \$420,517) relate to borrowing of member municipalities.

6. Deposits

Performance deposits are funds collected from various property developers and held as security to ensure the completion of specified agreed on works. These funds will be released once the related works are completed, or used by the District to complete the works for which they are held.

	2020	2019
Performance deposits	\$ 15,050	\$ 15,050

7. Restricted Revenues

	2020	2019
Development cost charges	\$ 139,322	\$ 94,171
Parkland deferred contributions	374,163	370,378
	\$ 513,485	\$ 464,549

The District receives contributions from developers for the development of the water and sewer infrastructure. These restricted contributions are recognized as revenue in the years in which the capital projects are undertaken. Developer contributions paid in advance of infrastructure works are recorded as restricted revenue. Developer contributions received during the year were \$44,414 (2019 - \$25,115). Interest earned on developer contributions is restricted and deferred; interest earned during the year was \$737 (2019 - \$1,778). Developer contributions expended on capital projects during the year was \$nil (2019 - \$nil).

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

7. Restricted Revenues (continued)

The District receives contributions from developers for the future acquisition of parkland. These restricted contributions are recognized as revenue in the years in which the parkland is subsequently acquired. Developer contributions received during the year were \$nil (2019 - \$24,250). Interest earned on parkland contributions is restricted and deferred; interest earned during the year was \$3,784 (2019 - \$7,544). Parkland acquired during the year was \$nil (2019 - \$nil).

8. Community Works Funds

The Federal Gas Tax Fund is provided by the Government of Canada. The Community Works Fund provides funding to local governments for eligible expenditures of eligible projects in accordance with an agreement between the Regional District and the Union of British Columbia Municipalities. The following amounts are unspent funds held within accumulated surplus of the District:

	2020	2019
Opening balance of unspent funds	\$ 3,106,645	\$ 2,895,830
Add amount received during the year	461,674	950,301
Add interest earned	30,840	62,526
Less eligible expenditures made during the year	(507,385)	(802,012)
Closing balance of unspent funds	\$ 3,091,774	\$ 3,106,645

9. Solid Waste Landfill Closure and Post Closure Liability

The District operates the Alberni Valley Landfill and the West Coast Landfill sites. The liability for closure of operational sites and post-closure care has been recognized based upon the usage of the site's capacity during the year. The costs were based upon the 2012 budget prepared by an external specialist and inflation adjusted at 1.58% (2019 - 1.46%) per annum to the estimated year of closure. These costs were then discounted to December 31, 2020 using a discount rate of 2.29% (2019 - 2.95%). Post-closure care is estimated to be required for 25 years from the date of site closure.

The liability for closure and post-closure as at December 31, 2020 is \$3,459,491 (2019 - \$3,186,292). Estimated expenses for closure and post-closure care are \$17,121,625 (2019 - \$17,121,625). The liability remaining to be recognized is \$13,662,134 (2019 - \$13,935,333). It is estimated that the life of the Alberni Valley Landfill is 71 (2019 - 65) years and the West Coast Landfill is 50 (2019 - 59) years.

Regional District of Alberni-Clayoquot
Notes to Financial Statements
Year Ended December 31, 2020

10. Debenture Debt

All borrowings for the District are with the MFA. Debt interest costs recognized as expense as incurred. The debenture debt "Schedule 1" reflects the amount of debenture debt payable.

Principal payments due within the next five years and thereafter are as follows:

2021	\$	817,658
2022		840,736
2023		869,784
2024		899,877
2025		931,053
Thereafter		<u>18,726,158</u>
	\$	<u>23,085,266</u>

Principal payments are invested by MFA and earn income which is expected to be sufficient to retire the debt at maturity.

11. Tangible Capital Assets

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Airport	\$ 23,312,175	\$ 5,801,281	\$ 17,510,894	\$ 18,403,605
Fire department	6,637,199	3,093,494	3,543,705	2,997,981
Office and administration	2,314,971	1,695,847	619,124	591,741
Land	6,271,253	-	6,271,253	6,271,253
Landfills	11,711,805	2,598,575	9,113,230	9,074,640
Parks	724,421	311,707	412,714	460,926
Salmon beach	909,612	422,690	486,922	493,327
Water systems	5,208,749	2,208,462	3,000,287	3,121,012
Beaver Creek water system	9,192,264	3,820,151	5,372,113	4,625,884
Under construction	556,280	-	556,280	616,526
	<u>\$ 66,838,729</u>	<u>\$ 19,952,207</u>	<u>\$ 46,886,522</u>	<u>\$ 46,656,895</u>

Land includes a right of way value of \$16,300 that relates to the land where the Bamfield Fire Department building is situated. For additional information about tangible capital assets, see Schedule 2.

During 2020, the ACRD evaluated all sites for which an environmental standard exists and for which it is directly responsible, and has concluded that no contamination exists that exceeds an environmental standard. Accordingly, no amount has been accrued in the financial statements as a liability for contaminated sites.

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

12. Change in Non Cash Working Capital and Cash Flow Supplementary Information

	2020	2019
Accounts receivable	\$ 449,864	\$ (251,814)
Inventories for resale	25,231	(18,071)
Inventories of supplies	(15,716)	(5,020)
Accounts payable and accrued liabilities	(542,753)	175,964
Deferred revenue	482,836	52,582
Prepaid expenses	12,429	15,205
Deposits	-	(76,347)
Restricted revenues	48,935	58,686
	\$ 460,826	\$ (48,815)

13. Financial Instruments

For cash, accounts receivable, term receivables from municipalities, debt reserve deposits, accounts payable and accrued liabilities and deposits, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The District is exposed to credit risk on the receivables from its customers and municipalities. In order to reduce its credit risk, the District has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The District does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

14. The North Island 9-1-1 Corporation

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni-Clayoquot - 3 shares	Mount Waddington - 1 share
Comox Valley - 6 shares	Nanaimo - 5 shares
Strathcona - 4 shares	Powell River - 2 shares

The District's investment in shares of the North Island 9-1-1 Corporation is recorded at cost. The District, through approval of the annual budget, is responsible for its share in funding ongoing operations. The District's share of the corporation is equal to 14.3% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

15. Related Parties

The District is related to the Alberni Clayoquot Regional Hospital District (the "Hospital District"), as the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the District are the corresponding officers and employees of the Hospital District. Each of the District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year, the Alberni Clayoquot Regional Hospital District purchased, at cost, \$25,000 (2019 - \$22,000) of administrative support services from the District.

16. Contingent Liabilities and Commitments

a) CLAIMS

In the normal course of a year, the District is faced with lawsuits for damages of diverse natures. At year end the District's estimated exposure to each such liability is either not determinable or is not considered to be significant. Claims paid by the District as a result of litigation are reported as expenditures.

b) ENVIRONMENTAL REGULATIONS

The District is subject to environmental regulations which cover different aspects of its operations. These regulations may require future expenditures to meet applicable standards and subject the District to possible penalties for past violations. Any amounts required to meet obligations will be charged to operations or capitalized, as appropriate. No amounts can be estimated at this time and therefore no liabilities have been recorded at December 31, 2020.

c) PENSION LIABILITY

The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis. The District paid \$238,521 for employer contributions to the plan in fiscal 2020 (2019 - \$220,723). Employees contributed \$214,212 to the plan in fiscal 2020 (2019 - \$199,503). The next valuation will be as at December 31, 2021 with results available in 2022.

Regional District of Alberni-Clayoquot
Notes to Financial Statements
Year Ended December 31, 2020

16. Contingent Liabilities and Commitments (continued)

c) PENSION LIABILITY (continued)

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

d) SICK LEAVE ENTITLEMENTS

Based on obligations as determined by collective agreements and contractual arrangements for sick leave, employees' sick leave entitlements accumulate. However, as sick leave benefits are only payable for sick leave and are not payable upon leaving the District, the amounts are recognized as an expense only when a claim is made. As at December 31, 2020 accumulated sick leave amounted to \$564,664 (2019 - \$505,119).

e) CONTRACTUAL OBLIGATIONS FOR LEASED PREMISES

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the regional district, the District assumed the long-term lease previously entered into by the Beaver Creek Improvement District effective November 1, 1961 with respect to the land on which the Improvement District's Stamp River pump house facilities are located. The agreement has a 99-year term and provides for annual rent of \$1 per annum. In addition, as Lessee the District will pay all taxes, levies and assessments which may be assessed, charged or levied against the lands and leasehold improvements erected thereon.

f) COMMITMENTS

At December 31, 2020, the District has outstanding commitments for operating contracts as follows:

2021	\$	1,661,747
2022		1,125,452
2023		1,123,532
2024		1,075,532
2025		687,040
		<u>687,040</u>
		<u>\$5,673,303</u>

Regional District of Alberni-Clayoquot

Notes to Financial Statements

Year Ended December 31, 2020

17. Contractual Rights

The District has entered into various contracts for rental revenue within the normal course of operations. The estimated contractual rights under these contracts are as follows:

2021	\$	155,657
2022		141,220
2023		85,077
2024		51,531
2025		27,340
Thereafter		<u>306,273</u>
	\$	<u>767,098</u>

18. Budget Reconciliation

Budget figures represent the Financial Plan Bylaw adopted by the Board on March 31, 2020. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

Adjustments to the 2020 budgeted annual surplus

Add transfers to reserves	\$	7,561,291
Add principal debt payments		176,460
Less surplus from prior years		(1,910,757)
Less committed surplus from prior years		(176,641)
Less amortization		<u>(2,071,200)</u>
Accrual budgeted annual surplus	\$	<u>3,579,153</u>

Regional District of Alberni-Clayoquot
Schedule of Debenture Debt
Year Ended December 31, 2020

(Schedule 1)

	By-law	MFA Issue	Maturity date	Term	Rate	Amount Borrowed	Total Instalments to date	Actuarial addition	2020 Balance	2019 Balance
Arena F1027	F1037	73	01 Dec 2020	20	1.67%	\$ 3,579,209	\$ 2,279,328	\$ 1,299,881	\$ -	\$ 255,452
Arena F1027	F1041	75	01 Dec 2021	20	1.75%	68,332	39,264	24,105	4,963	9,957
Port Alberni F1062	1062	97	19 Apr 2031	25	1.75%	3,375,064	1,134,587	389,413	1,851,064	1,989,894
Port Alberni F1111	1111	130	14 Oct 2044	30	3.00%	5,750,000	615,138	70,708	5,064,154	5,189,968
Port Alberni F1114	F1114	131	08 Apr 2035	20	2.20%	912,000	161,246	16,118	734,636	772,600
Port Alberni F1114	F1114	131	08 Apr 2045	30	2.20%	2,000,000	193,713	19,362	1,786,925	1,832,533
Port Alberni F1143	F1143	150	09 Apr 2050	30	1.99%	4,450,000	-	-	4,450,000	-
Salmon Beach F1079	F1096	117	12 Oct 2031	20	3.25%	939,800	284,042	52,881	602,877	646,455
Tofino F1062	1062	97	19 Apr 2031	25	1.75%	1,250,000	420,209	144,224	685,567	736,984
Ucluelet F1074	F1095	117	12 Oct 2036	25	3.25%	1,948,000	420,978	78,376	1,448,646	1,513,233
Ucluelet F1130	F1130	141	07 Apr 2032	15	2.80%	475,000	76,618	4,060	394,322	422,017
AVRA F1120	F1120	142	04 Oct 2047	30	3.15%	6,000,000	378,347	14,283	5,607,370	5,742,139
BWS F1126	F1126	146	19 Sep 2038	20	3.20%	492,245	36,639	864	454,742	473,771
									\$ 23,085,266	\$ 19,585,003

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Schedule of Tangible Capital Assets
Year Ended December 31, 2020

(Schedule 2)

	Cost				Accumulated Amortization				2020	2019	
	Opening Balance	Acquisitions	Transfers	Disposals	Closing Balance	Opening Balance	Amortization	Disposals	Closing Balance	Net Book Value	Net Book Value
Airport	\$ 22,897,094	\$ 361,395	\$ 53,686	\$ -	\$ 23,312,175	\$ (4,493,489)	\$ (1,307,792)	\$ -	\$ (5,801,281)	\$ 17,510,894	\$ 18,403,605
Fire department	5,874,816	762,382	-	-	6,637,198	(2,876,835)	(216,658)	-	(3,093,493)	3,543,705	2,997,981
Office and administration	2,209,469	105,502	-	-	2,314,971	(1,617,728)	(78,119)	-	(1,695,847)	619,124	591,741
Land	6,271,253	-	-	-	6,271,253	-	-	-	-	6,271,253	6,271,253
Landfills	11,502,818	152,015	56,971	-	11,711,804	(2,428,178)	(170,396)	-	(2,598,574)	9,113,230	9,074,640
Parks	724,420	31,197	(31,196)	(24,041)	700,380	(263,494)	(24,172)	-	(287,666)	412,714	460,926
Salmon beach	881,861	44,422	(16,671)	-	909,612	(388,534)	(34,156)	-	(422,690)	486,922	493,327
Water systems	5,187,869	23,424	(2,544)	-	5,208,749	(2,066,856)	(141,606)	-	(2,208,462)	3,000,287	3,121,012
Beaver Creek water system	8,227,378	974,391	-	(9,505)	9,192,264	(3,601,495)	(228,161)	9,505	(3,820,151)	5,372,113	4,625,884
Under construction	616,526	-	(60,246)	-	556,280	-	-	-	-	556,280	616,526
	\$ 64,393,504	\$ 2,454,728	\$ -	\$ (33,546)	\$ 66,814,686	\$ (17,736,609)	\$ (2,201,060)	\$ 9,505	\$ (19,928,164)	\$ 46,886,522	\$ 46,656,895

The accompanying notes are an integral part of these financial statements.

Regional District of Alberni-Clayoquot
Unaudited Schedule – COVID-19 Safe Restart Grant
Year Ended December 31, 2020

(Schedule 3)

In November 2020, the Province of British Columbia announced a funding stream called “COVID-19 Safe Restart Grants for Local Governments”. The District received \$485,000 of funds at that time to assist with increased operating costs and lower revenue due to COVID-19. The following outlines how the funds were allocated to various regional and local services during the year:

Safe Restart Grant received November 2020	\$485,000
Eligible costs incurred:	
Airport services	(94,399)
Community services	(10,897)
General administration services	(56,706)
Planning and development services	(22,134)
Protective services	(36,664)
Total eligible costs incurred during 2020	(220,800)
Balance, December 31, 2020	264,200

The accompanying notes are an integral part of these financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Guarantee and Indemnity Agreements

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Schedule of Remuneration and Expenses

1. **Elected Officials**

Name	Position	Remuneration	Expenses
Beckett, Robert	Director	\$13,693	\$601
Bodnar, Dianne	Director	\$12,664	\$88
Cole, Rachelle	Director	\$10,817	\$1,617
Cote, Penny	Director	\$16,587	\$362
Craig, Pamela	Alternate Director	\$158	\$ -
Haggard, Deborah	Director	\$9,214	\$29
Jack, John	Chairperson	\$14,684	\$ -
Johnsen, Kirsten	Director	\$10,986	\$1,718
Lacoursiere, Rene	Alternate Director	\$114	\$9
McCarthy, Alan	Director	\$ -	\$16
McNabb, John	Director/Vice-Chairperson	\$14,783	\$791
Minions, Sharie	Director	\$8,206	\$ -
Osborne, Josie	Vice Chairperson/Director	\$10,594	\$84
Paulson, Ronald	Alternate Director/Director	\$261	\$ -
Roberts, Kelvin	Director	\$15,035	\$427
Rymer, Sarah	Alternate Director	\$180	\$ -
Shannon, Tanya	Director	\$12,724	\$74
Solda, Cindy	Director	\$180	\$ -
Stere, Thomas	Director	\$1,454	\$ -
Total Elected Officials		\$152,335	\$5,814



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Schedule of Remuneration and Expenses (Continued)

2. **Other Employees** (excluding those listed in Part 1 above)

Name	Position	Remuneration	Expenses
Brunn, Jennifer	Manager of Operations/General Manager of Community Services	\$113,781	\$1,271
Bryant, Tricia	Asset Management Coordinator	\$76,741	\$1,433
Dyer, Alex	Planner	\$81,151	\$5,269
Fong, Teri	Chief Financial Officer	\$135,231	\$2,310
Fortune, Mark	Airport Manager	\$91,774	\$1,527
Holmes, Douglas	Chief Administrative Officer	\$180,743	\$5,009
Irg, Michael	General Manager of Planning & Development	\$139,451	\$1,841
Looker, Bryan K	Maintenance Technician	\$83,854	\$1,601
McLeod, Matthew	Leadhand Maintenance Technician	\$81,549	\$1,600
Rose, George	Manager of Information Technology	\$88,056	\$3,261
Sawkins, Scott	Accountant	\$76,678	\$2,078
Stefani, Luc	Building Inspector/Property Maintenance Coordinator	\$75,937	\$1,199
Thomson, Wendy	General Manager of Administrative Services	\$136,696	\$865
Zenner, Heather	Lands & Resources Coordinator/Protective Services Manager	\$93,666	\$1,736
Consolidated total of other employees with remuneration of \$75,000.00 or less		\$1,156,710	\$19,653
Total Other Employees		\$2,612,019	\$50,596

3. **Reconciliation**

Total Remuneration – Elected Officials	\$152,335
Total Remuneration – Other Employees	\$2,612,019
Subtotal	\$2,764,354
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Severance Agreements

There were no severance agreements made between the Regional District of Alberni-Clayoquot and its non-unionized employees during the 2020 fiscal year.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers

1. Suppliers who received aggregate payments exceeding \$25,000.00

Supplier Name	Aggregate Amount Paid to Supplier
Agat Laboratories	\$29,707
Aines & Tyler Electric	\$30,132
Alport Insurance Agencies Inc.	\$27,440
Andrew Sheret Ltd.	\$57,060
Aon Reed Stenhouse Inc.	\$72,252
Associated Fire Safety Equipment	\$40,204
BC Conservation Foundation	\$30,500
BC Hydro	\$132,837
BC Transit	\$199,238
Berks Intertruck Ltd.	\$27,224
Berry & Vale Contracting Ltd	\$1,615,070
Black Press Group Ltd	\$37,529
Blakey Electric	\$57,354
Bowerman Excavating	\$252,146
Butler, Les	\$77,065
City of Nanaimo	\$27,722
City of Port Alberni	\$4,624,866
Concept Controls Inc.	\$29,023
CUPE – Local 118	\$28,242
Dan-Mark Traffic Marking	\$45,830
Davey Tree Expert Co. of Canada Ltd.	\$110,013
Deer Bay Contracting	\$26,422
District of Ucluelet	\$29,394
Eden Tree Farm and Gardening	\$61,974
Enex Fuels	\$33,933
Fort Garry Fire Trucks Ltd.	\$755,225
Fyfe Well & Water Services	\$88,056
Guillevin International Co.	\$32,985
INEO Employment Services	\$67,487
Insight Canada Inc.	\$54,269
J.W.Berry Trucking Ltd.	\$28,646
Koers & Associates Engineering Ltd.	\$148,658
Lady Rose Marine Services	\$28,600
Leuco Construction Inc.	\$884,967
Lewis, Anna	\$32,976
Lidstone & Company	\$76,905
Marcia Dewitt	\$83,232



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

Suppliers who received aggregate payments exceeding \$25,000 (continued)

Supplier Name	Aggregate Amount Paid to Supplier
McGill & Associates Engineering	\$59,812
Ministry of Finance	\$56,055
Municipal Finance Authority	\$1,388,250
Municipal Insurance Association of B.C.	\$36,424
Municipal Pension Plan	\$433,897
North Island 911 Corporation	\$321,374
Pacific Blue Cross	\$133,769
Paul Evans Consulting Ltd	\$32,729
Piteau Associates	\$68,192
Questica Software Inc.	\$52,184
Receiver General for Canada	\$758,556
Ridgeline Mechanical Ltd	\$61,347
Seton Lake Contracting Ltd	\$67,691
Smith, Ryan	\$76,344
Sonbird Refuse & Recycling Ltd.	\$33,606
Spencer Navigation Maintenance Ltd.	\$82,175
Sperling Hansen Associates	\$103,992
Steve Marshall Ford	\$43,396
Tofino Urban Farm Co.	\$42,232
Ucluelet Rent-It Center	\$150,093
Vancouver Island Regional Library	\$489,307
Vancouver Island Tree Service	\$29,968
Waste Management of Canada Corporation	\$510,714
Worksafe BC	\$51,721
WSP Canada Inc.	\$207,523
Total Suppliers Equal & Over \$25,000	\$15,276,533
Total Suppliers Under \$25,000	\$1,709,059
Total Suppliers	\$16,985,592



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

1. Suppliers who received payments for grants and contributions

Supplier Name	Aggregate Amount Paid to Supplier
Alberni Air Quality Society	\$12,000
Alberni Community and Women's Services Society	\$7,000
Alberni Valley Chamber of Commerce	\$4,000
Alberni Valley Community Foundation	\$2,000
Alberni Valley Drag Race Association	\$5,000
Alberni Valley Hospice Society	\$5,000
Alberni Valley Rescue Society	\$12,053
Alberni Valley Wrestling Club	\$1,500
Arrowsmith Amateur Radio Club	\$5,000
Bamfield Community Affairs Society	\$10,000
Beaver Creek Community Club	\$14,925
Bread of Life	\$5,000
Carving on the Edge Festival Society	\$2,500
Central Westcoast Forest Society	\$3,500
Cherry Creek Recreation Commission	\$18,000
City of Port Alberni	\$112,347
Music by the Sea	\$2,000
Navy League of Canada – Port Alberni	\$1,500
Port Alberni Association for Community Living	\$4,000
Port Alberni Marine Rescue	\$6,000
Port Alberni Victim Services Society	\$26,000
Sproat Lake Community Association	\$41,389
Surfrider Foundation Pacific Rim Chapter	\$6,000
Vancouver Island North Film Commission	\$5,000
West Coast Aquatic	\$12,000
West Coast Community Resources Society	\$2,600
West Coast Inland Search & Rescue Society	\$6,000
Total Grants and Contributions	\$332,314



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

2. Reconciliation

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$15,276,533
Consolidated Total of Payments Less Than \$25,000.00	\$1,709,059
Total of Aggregate Payments for Grants & Contributions	\$332,314
Subtotal	\$17,317,906
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

John Jack, Chairperson
June 23, 2021

Teri Fong, CPA, CGA, Chief Financial Officer
June 16, 2021



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. The Board meets with management and the external auditors once per year.

The Chief Financial Officer has the responsibility for assessing the management systems and practices of the Regional District.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors and may meet with it as required.

On behalf of the Alberni-Clayoquot Regional District

Teri Fong, CPA, CGA
Chief Financial Officer
June 16, 2021



REQUEST FOR DECISION

To: ACRD Board of Directors
From: Wendy Thomson, General Manager of Administrative Services
Meeting Date: June 23, 2021
Subject: Local Government Update on Current Rules for Board Meetings

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to come back with options for consideration by the Board of Directors at the July 28th regular meeting for safely holding in-person Board and Committee meetings and public hearings following further direction from the Province respecting the four-step COVID restart plan.

Desired Outcome:

To continue to protect the health and safety of staff, elected officials and the public during the COVID-19 pandemic and continue adhering to the Ministers orders on gatherings and events while working towards transitioning to in-person meetings following further direction from the Province.

Summary:

Attached is a letter from Assistant Deputy Minister Tara Faganello providing an update to local governments on the current rules for council and board meetings and highlighting the gradual shift to operations that will take place over the next weeks and months – in particular, for council and board meetings as circumstances related to the pandemic ease.

Background:

The ACRD Board of Directors at their regular meeting held on May 26, 2021 passed the following resolution:

THAT in accordance with Ministerial Order M192 and Provincial Health Officer Order on gatherings and events dated December 24, 2020, all Alberni-Clayoquot Regional District (ACRD) open Board and Committee meetings continue to be held virtually without members of the public in attendance in person until August 26, 2021;

AND THAT in the interest of openness, accountability and transparency, ACRD Board and Committee meetings continue to be conducted via Zoom videoconferencing and livestreamed on the ACRD Website and the public continue to have the opportunity to participate in the Zoom meetings via Zoom Webinar or emailing the ACRD at responses@acrd.bc.ca to provide comments and/or input respecting agenda items;

AND FURTHER THAT in the interest of openness, accountability and transparency, ACRD public hearings continue to be conducted via Zoom videoconferencing or other electronic means.

Local Governments must continue to adhere to the rules for organized gatherings for each step of the restart plan. Local Governments can continue to hold electronic meetings and hearings under the authority of the COVID Related Measures Act (CRMA) and Ministerial Order M192.

The Province recommends local government start to prepare for transitioning to in-person meetings. Regional District staff recommend that the ACRD continue with Board and Committee meetings and public hearings as resolved above until further direction is received from the Province at the beginning of July.

Regional District staff will provide a report and recommendations to the July 28th Board of Directors meeting on safely holding in-person meetings. Staff will also be recommending changes to the ACRD Procedures Bylaw following legislative changes to allow virtual and hybrid meetings and public hearings in addition to in-person meetings after Minister Order M192 and CRMA expires.

Time Requirements – Staff & Elected Officials:

Staff time required to make changes to the ACRD’s COVID Safety Plan and update required technology in the board room.

Financial:

Associated costs to implement additional technology and other requirements in the board room covered through the COVID-19 Re-start funding.

Strategic Plan Implications:

n/a

Policy or Legislation:

Provincial Government orders apply and the COVID Related Measures Act.



Submitted by: _____
Wendy Thomson, General Manager of Administrative Services



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



June 17, 2021

Ref: 267370

Dear Chief Administrative Officers and Corporate Officers:

[B.C.'s four-step restart plan](#) to bring B.C. back together was announced on May 25, 2021. The plan is focused on protecting people and safely getting life back to normal. Each step includes gradual changes for organized gatherings and workplaces. I encourage you to review the plan to begin to consider the impact on your operations, including for council and board meetings.

The purpose of this letter is to provide information to local governments of the current rules for council and board meetings, and to highlight the gradual shift to operations that will take place over the next weeks and months – in particular, for council and board meetings – as circumstances related to the pandemic ease.

As announced June 15th, B.C. is in Step 2 of our restart plan, meaning that indoor seated organized gatherings of up to 50 people are now permitted. As a result, local governments should begin planning and making best efforts to transition to limited in-person public attendance at in-person public hearings, council meetings and board meetings, as long as those hearings and meetings adhere to a local government's COVID Safety Plan and the provisions of the PHO Gatherings and Events Order that govern organized gatherings. Within that, we recognize that local governments' decisions around transitioning to in-person public attendance will depend on the unique circumstances in each community. Masks also continue to be mandatory for indoor public settings in Step 2.

In addition to following their COVID Safety Plans, local governments' events must continue to adhere to the rules for organized gatherings for each step of the restart plan, including the maximum number of people permitted. To be clear, 'maximum number of people' includes all elected officials, staff members, and members of the public present at a meeting or hearing.

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Local governments can continue to hold electronic meetings and electronic hearings under the authority of the COVID Related Measures Act (CRMA) including, [Ministerial Order M192](#). In support of the restart plan, the ministry recommends that local governments also begin to prepare for the interim steps needed after M192 under CRMA expires (90 days after the end of the state of emergency). While it is not yet possible to provide a date for the end of the state of emergency due to the changing nature of the pandemic, based on the information and data outlined in the restart plan, local governments will want to prepare for the end of the state of emergency. I will provide further communications with local governments when a firm date is confirmed.

Under CRMA

- Local governments must continue to make “best efforts” based on local circumstances to inform the public of meetings and provide alternative ways for the public to provide comment on agenda topics (e.g. email, letter, phone), participate electronically (if available) or attend in-person (if PHO health and safety requirements and guidelines can be met).
- Local governments may wish to review and confirm their current status of meetings, and if required develop a new resolution with respect to open and electronic meetings, and state how you will continue to meet the principles of openness, transparency and accountability under the current circumstances.
- All other rules prescribed in legislation or local government procedure bylaws continue to apply such as: notice requirements, voting rules, and recording of meeting minutes.

Updated information for local governments operating under CRMA and M192 can be found here: <https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/covid-19>

As you may be aware, [Bill 10: Municipal Affairs Statutes Amendments Act, 2021](#) passed and includes changes to the electronic meeting rules in the *Community Charter*. Further work to update electronic meeting regulations for the City of Vancouver, regional districts and the Islands Trust will be completed to align meeting rules to ensure that the new, broader electronic meeting authorities apply to all local governments.

Our intention is that the new rules for electronic regular and committee meetings will be brought into force by regulation at the same time as amended electronic meetings regulations and to coincide with the expiration of M192 under CRMA (90 days after the end of the state of emergency). This will allow some time for local governments to consider the new authorities and whether to amend procedure bylaws so the transition between the expiration of M192 and your new procedures is relatively seamless. Further guidance material will be provided shortly to help with the understanding of the new electronic meetings authority.

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Please note that under the new rules, local governments are not required to adopt electronic meeting provisions in your procedure bylaw if you do not intend to hold electronic meetings; however, local governments are encouraged to proactively consider whether there are circumstances where the option for electronic meetings may be beneficial for your communities.

If you have any questions regarding council or board meetings or the timelines for the new electronic meeting rules, I encourage you to contact our Governance and Structure Branch. You can reach the Governance and Structure Branch by phone or email at: 250 387-4020 or LGGovernance@gov.bc.ca

Sincerely,

A handwritten signature in black ink, appearing to read "T. Faganello", written in a cursive style.

Tara Faganello
Assistant Deputy Minister

Enclosure - Attachment 1: FAQ

pc: Honourable Josie Osborne, Minister of Municipal Affairs
Gary Maclsaac, Executive Director, UBCM
Nancy Taylor, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo

Attachment 1: FAQs

Now that the PHO is permitting the public to attend meetings, are local governments required to have in-person public meetings?

Ministerial Order 192 continues to give local governments the flexibility to conduct electronic meetings. However, the Order requires local governments to undertake “best efforts” to provide space for the public to attend open meetings and facilities that enable the public to hear, or watch and hear, meetings if the meeting is held electronically.

What do local governments do if they are unable to provide a place for the public to attend in-person and be physically distant or the technology is not available to support electronic participation at meetings?

If after “best efforts,” local governments are unable to provide space for the public to attend open meetings or provide facilities for the public to hear, or watch and hear electronic meetings, they must pass a resolution stating the basis for why they are unable to do so. The resolution must also include the means by which they are ensuring openness, transparency, accessibility and accountability in respect of the meeting.

When can local governments amend the procedure bylaw to allow for electronic regular and committee meetings?

Local governments must not amend their procedure bylaw until the amendments in Bill 10 have been brought into force by regulation. The new authorities for electronic meetings will be brought into force when M192 expires under CRMA (90 days after the end of the state of emergency). Further guidance on the new authorities will be provided to local governments in the coming weeks.

Do new authorities mean local governments must amend the procedure bylaw?

No. The new rules give local governments the choice and flexibility as to whether to choose to conduct regular or committee meetings electronically once the legislation is in force.



REQUEST FOR DECISION

To: ACRD Board of Directors

From: Wendy Thomson, General Manager of Administrative Services

Meeting Date: June 23, 2021

Subject: Meeting Requests – Premier, Cabinet Ministers & Ministry Staff 2021 UBCM Convention

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors approve meeting requests with Cabinet Ministers and Provincial Government staff in conjunction with the 2021 Union of British Columbia Municipalities Conference respecting issues/concerns impacting communities in the Alberni-Clayoquot Region as outlined in this report.

Desired Outcome:

To secure meetings for ACRD Directors with the Premier, Cabinet Ministers and/or staff from Ministries, Agencies, Commissions and Corporations in conjunction with the 2021 Union of British Columbia (UBCM) Convention on issues/concerns impacting communities in the region.

Background:

Attached please find a request from the Premier and Minister Osborne, Minister of Municipal Affairs and Housing inviting local governments to meet with them and other cabinet Ministers at the annual Convention. The deadline to request meetings with the Premier and cabinet Ministers is June 30th.

Due to the COVID-19 pandemic, the 2021 UBCM Convention will once again be held virtually, September 14th to 19th. This year, meetings with Ministers, Cabinet Ministers and Ministry staff are scheduled prior to the convention as follows:

- Premier & Cabinet Ministers between September 7th & 13th
- Ministry Staff between September 7th & 9th

Meetings with the Premier, Ministers and Ministry staff are a good opportunity for local governments to bring community issues/concerns to the attention of the Provincial Government and lobby for change.

The following meetings were identified by the Board of Directors at the June 9th Board meeting:

Minister	Topic
Honourable Selina Robinson, Minister of Finance	Funding for local governments from cannabis tax money

Minister	Topic
Honourable Josie Osborne, Minister of Municipal Affairs & Honourable Murray Rankin, Minister of Indigenous Relations & Reconciliation	Joint meeting with Central Coast Regional District to reaffirm Regional Districts' resolve to advance this matter and to ask the new Ministers to reaffirm their support to enable First Nations' full participation on regional district boards
Honourable Mike Farnworth, Minister of Public Safety & Solicitor General	Enforcement for illegal marijuana production
Honourable Lana Poham, Ministry of Agriculture, Food & Fisheries	Insurance issues for farming, agriculture and Class D licenses
Honourable Lisa Beare, Minister of Citizens' Services	Improved cellular coverage in rural and remote communities
Honourable Rob Fleming, Minister of Transportation & Infrastructure	Road issues including Salmon Beach and Bamfield Road
Honourable Nathan Cullen, Minister of State for Lands and Natural Resource Operations	Illegal camping on crown land
Staff Level – Island Health	<ul style="list-style-type: none"> Continued support for Health Networks Discussion regarding capital planning for Tofino General Hospital

If Directors would like any other meeting requests submitted, this is the time to provide staff direction to meet the request deadline of June 30th.

As in previous years, Regional District staff will coordinate meeting requests with the City of Port Alberni, District of Ucluelet and District of Tofino.

Time Requirements – Staff & Elected Officials:

Some staff time required to process and coordinate the meeting requests.

Financial:

n/a

Policy or Legislation:

n/a



Submitted by: _____
Wendy Thomson, General Manager of Administrative Services



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



May 25, 2021

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to connecting with you all again at this year's Union of British Columbia Municipalities (UBCM) Convention. As was done last year, both the Convention and the provincial government meetings will be held virtually.

UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive, particularly as we focus on recovering from the impact of COVID-19. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC. The 2021 Convention has been scheduled for September 14-17, 2021.

The week prior, from September 7-13, 2021, provincial government meetings will be held. To request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2021** and it is case sensitive. The deadline to submit your meeting requests is June 30, 2021. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to once again being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in blue ink that reads "John J. Horgan".

John Horgan
Premier



May 25, 2021

Ref: 266944

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or with ministry, agency, commission and corporation (MACC) staff, during the upcoming 2021 UBCM Convention.

The UBCM Convention will again be held virtually and in an abbreviated format from September 14 to 17, 2021. Provincial government meetings will also be held virtually and will occur the **week before** Convention, from September 7 to 13, 2021, to allow delegates to fully focus and participate during the shortened Convention program.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me the week before Convention, please complete the online request form at: [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs before **June 30, 2021**. Meeting times and dates will be confirmed by mid-August. I will do my best to accommodate as many meeting requests as possible. If I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. Providing this information in advance gives me a better understanding of your delegation's interests and our discussion can be more productive.

Regarding provincial staff meetings, ministry staff will email you shortly with the Provincial Appointment Book. This document lists all MACC staff expected to be available to meet with delegates around Convention time, as well as details on how to submit an online MACC staff meeting request.

This year's UBCM Convention will be my first as Minister responsible for local government, but certainly not my first Convention. After serving as Chair and Vice-Chair of the Alberni-Clayoquot Regional District and seven years as Mayor of Tofino, I am thrilled to be able to continue connecting with each of you in my new role. Through the regional calls we have had over the last several months, I have had the chance to hear about some of the challenges you face, especially related to COVID-19, as well as many of your accomplishments.

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I look forward to more of these conversations at Convention and to hearing your feedback on how we can continue to work together and collaborate to build stronger and resilient communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Josie Osborne". The signature is fluid and cursive, with a large initial "J" and "O".

Josie Osborne
Minister

pc: Honourable John Horgan, Premier
Brian Frenkel, President, Union of BC Municipalities



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Telephone (250) 720-2700 Fax (250) 723-1327

MEMORANDUM

To: ACRD Board of Directors
From: Alex Dyer, Planning Manager
Meeting Date: June 23, 2021
Subject: RA20005 – Lot 63, Haggard Cove, Barkley Sound (Pool & Cortese)

Recommendation:

- 1) THAT Bylaw P1410, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.

Background:

Bylaw P1410 was given second and third readings on February 10, 2021. Conditions of final rezoning approval included confirmation that the communal sewage disposal and water systems are capable of servicing the proposed lots, confirmation from a BC Land Surveyor to confirm adequate setbacks and fire separation between existing structures, discharging an existing covenant that permitted commercial uses and registering a new covenant that restricts the use of the property to recreational residential uses not exceeding 180 days per calendar year.

The applicants have now satisfied all of the conditions of rezoning and planning staff recommends that Bylaw P1410 be adopted.

Submitted by: 

Alex Dyer, MCIP, RPP
Planning Manager



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

RA20005

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1410

OFFICIAL ZONING ATLAS AMENDMENT NO. 726

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;

AND WHEREAS 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. P1410.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: STRATA LOT 63 DISTRICT LOT 1630 CLAYOQUOT DISTRICT STRATA PLAN 1238 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 from Tourist Commercial (C6) District to Single Family Residential (R1) 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 14th day of October, 2020
Public hearing held this 1st day of February, 2021
Read a second time this 10th day of February, 2021
Read a third time this 10th day of February, 2021

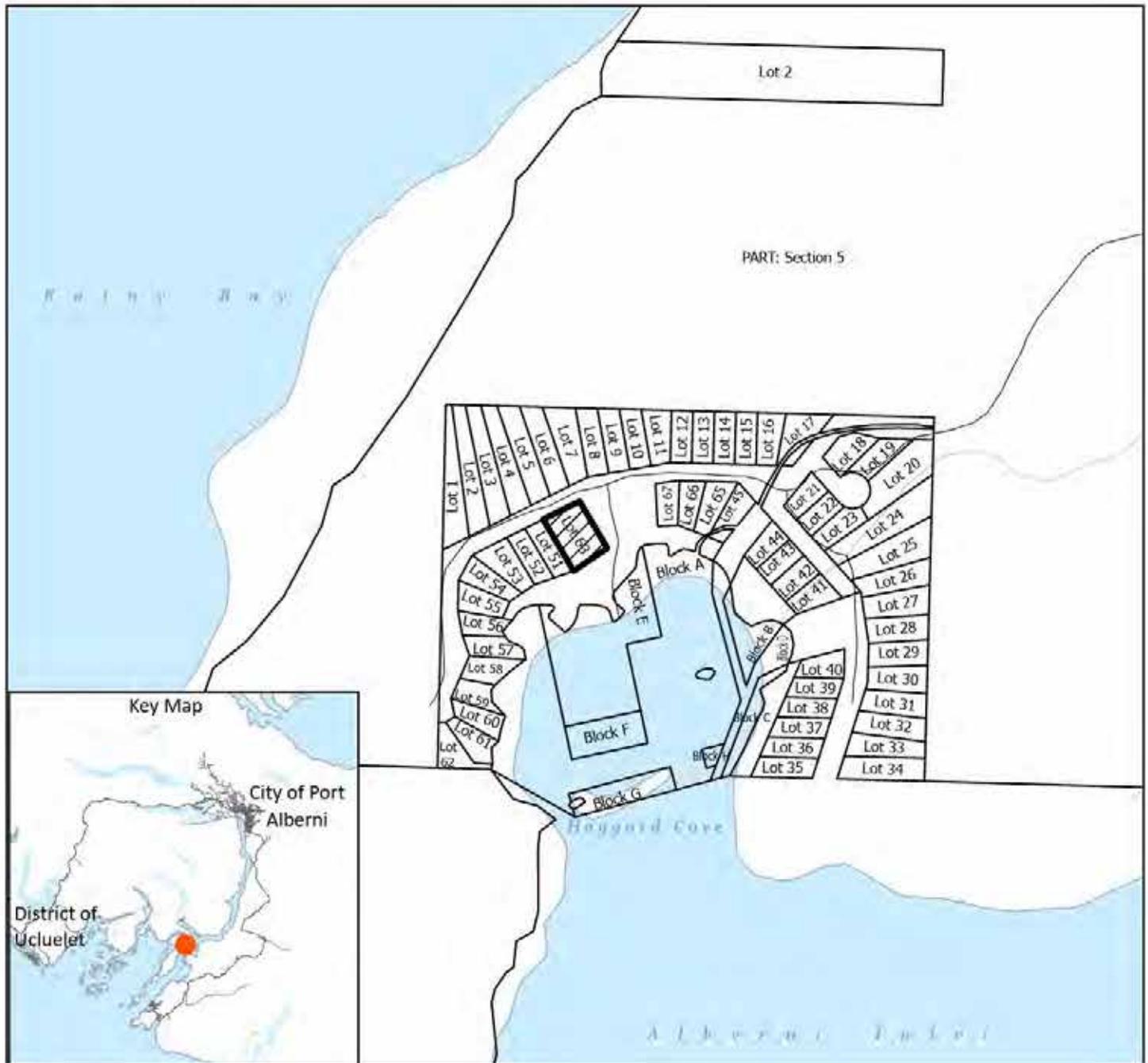
Adopted this day of , 2021

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

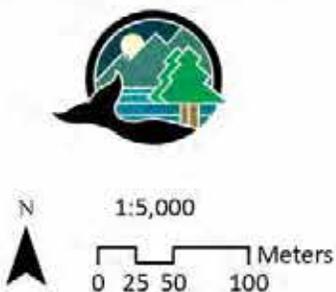
Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1410



P1410 - Poole & Cortese

Legal Description: STRATA LOT 63 DISTRICT LOT 1630 CLAYOQUOT DISTRICT STRATA PLAN 1238 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1



 Rezoning from Tourist Commercial (C6) District to Single Family Residential (R1) District



Rezoning Application

TO: ACRD Board of Directors

MEETING DATE: June 23, 2021

FROM: Alex Dyer, Planner

ACRD FILE NO: RD20003

APPLICANTS: Ross & Shary Stevens (agent: Jim McManus)

LEGAL DESCRIPTION: LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT, PLAN 1647

LOCATION: 7956 Pacific Rim Highway, Port Alberni

ELECTORAL AREA: "D" Sproat Lake

Applicants Intention: The applicants intend to rezone a +/- 2.4 ha (6 ac) portion on the south end of the property to Light Industrial (M2) District and retain the existing Rural (A2) District zoning on a 2 ha (5 ac) portion of the property fronting the highway. The M2 zoned portion of the property would allow for mini storage, open storage, a mechanical shop and a caretaker dwelling. The proposal also requires an OCP amendment to redesignate a portion of the property from "Rural Use" to "Industrial Use". The amended proposal differs from the original application to rezone an 8.5 ac portion of the property to M2 District and to rezone the remaining 2.5 ac property adjacent to the highway to Small Holdings (A1) District.

Recommendation: On March 23, 2021, the Board directed staff to amend the bylaws as per the applicants' amended proposal and refer the application back to the Sproat Lake Advisory Planning Commission for their input. The APC considered the application on June 10, 2021 at which time they resolved to not support the amended application. The planning staff recommendation is to deny the application.

Options:

- 1) If the Board wishes to deny the application, the following resolution would be appropriate:
 - THAT the Board of Directors deny rezoning application RD20003.

RD20003

2) If the Board wishes to proceed with first reading of the bylaws and initiate a public hearing process, the following resolutions would be appropriate:

- THAT Bylaw P1411, Sproat Lake Official Community Plan Amendment Bylaw be read a first time;
- THAT Bylaw P1412, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaws P1411 and P1412 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaws P1411 and P1412 are subject to:
 - a. Confirmation from a Registered On-Site Wastewater Practitioner that the property can accommodate an onsite sewage disposal system for the proposed industrial use and caretaker dwelling;
 - b. Positive referral response from the Ministry of Transportation and Infrastructure regarding industrial road access off Sarenga Road;
 - c. Registration of restrictive covenants to:
 - i. Limit industrial uses to closed storage and warehousing, open storage, and motor vehicle and commercial truck repair;
 - ii. Require landscaped screening that includes a berm, fencing and no vegetation removal between any industrial zoned area and Highway 4 and any adjacent rural residential and agricultural properties. Screening plan to be provided to the satisfaction of the ACRD;
 - iii. Require an engineered drainage plan that considers pollutant control from surface runoff from the industrial zoned area. Drainage infrastructure to be in place prior to any industrial use of the property; and
 - iv. Restrict any future subdivision of the industrial zoned area.
 - d. Meeting all technical referral agency requirements.

June 2021 Update: After the Board passed a resolution at their February 10, 2021 meeting to consider denying the application and to defer a decision on the application while inviting the applicants to present to the Board, the applicants made a delegation to the March 24, 2021 Board meeting. The applicants proposed a number of measures to address concerns raised by staff, the Sproat Lake Advisory Planning Commission and the ACRD Board, including:

- Reduction in the size of the M2 District zoning to reduce the area to be rezoned industrial from +/- 8.5 acres to +/- 6 acres;
- Installing a berm, fencing and replanting vegetation along the highway secured by Restrictive Covenant;

RD20003

- Maintaining a 6 metre landscaped buffer within M2-zoned lands; and
- Providing a drainage plan with retention pond and installing oil catchment and separation utilities as required.

The applicants' amended proposal is detailed in letters to the Board dated March 12, 2021 and June 11, 2021 (both attached as Appendix 'A'). At the March 24 meeting, the Board directed staff to amend the bylaws as per the applicants' proposal and to refer the application back to the Sproat Lake APC for further discussion. The Board also resolved to direct the applicants to remove equipment from the property and to cease using the property for industrial purposes.

The applicants have appeared to cease operations on the site since the March 2021 meeting and have made efforts to remove heavy equipment from the property. A June 10, 2021 site visit confirmed that about 12 pieces of equipment remain, mostly flat bed trailers and one excavator. Some of the equipment appears to have been relocated to the south end of the Sarenga Road right-of-way and to another property the applicant owns on the south end of the road.

The applicants have been working on the requirements for a drainage plan and pollutant control plan, which is detailed in a letter from McGill Engineering Associates (attached as Appendix 'B'). The McGill assessment recommends a silt-trapped ditch surrounding the graveled area to direct runoff into an oil-grit separator before discharging treated water into the existing downstream ditch. The applicants have also proposed a vegetated retention pond downstream of the oil-grit separator to control runoff flows.

Advisory Planning Commission Recommendation: The Sproat Lake APC considered the original proposal at their October 19, 2020 and January 28, 2021 meetings. When the APC first considered the application on October 19, 2020, the APC passed a motion to support the application provided a draft restrictive covenant limiting industrial uses was available for input at the public hearing. After the industrial activities expanded on the site over October and November, the APC considered the application again on January 28, 2021 where they passed a motion to recommend that the Board deny the application.

The amended rezoning application was considered by the APC on June 10, 2021 where the APC passed a motion to recommend that the Board deny the application as presented until a detailed environmental report is provided to assess the impact of drainage from the site.

Observations:

- i) **Status of Property:** The +/- 11.2 ac (4.5 ha) property is located on the corner of the Pacific Rim Highway and Sarenga Road. It slopes gradually from north to south and includes a treed buffer along the Pacific Rim Highway, the eastern and southern property lines, and along most of Sarenga Road. A single family dwelling and decommissioned kennel are located in the northwestern corner of the property. Approximately 2-3 acres have been

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cleared for storing heavy equipment and parking logging trucks. Surrounding properties include Crown Land across the Pacific Rim Highway to the north, large rural properties to the east and south, and timberland across Sarenga to the west.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** On-site water (well).
- c. **Fire Protection:** Sproat Lake Volunteer Fire Department.
- d. **Access:** There is access to the property from both Sarenga Road and the Pacific Rim Highway. The applicants access the proposed industrial lands from Sarenga Road. The Ministry of Transportation and Infrastructure will review the development for commercial/industrial access requirements and for development adjacent to a Controlled Access Highway.

iii) **Existing Planning Policies Affecting the Site**

- A. **Agricultural Land Reserve:** Not within the ALR. The property abuts the ALR boundary to the east and north-east.
- B. **Official Community Plan:** The property is currently designated “Rural Use”. The applicants are proposing to redesignate a +/- 2.4 ha (6 acre) portion of the property to “Industrial Use” to facilitate the proposed development.

The property lies approximately 1 km north of Tseshaht Market and a property where a mini storage facility was approved by the ACRD in 2016. While the Sproat Lake OCP encourages economic diversification, industrial uses are not supported along the Pacific Rim Highway. Potential impacts could be mitigated by incorporating the subject property into DPA III – Objectives for Form and Character.

Policy 7.2.2 - Requirements include buffering and screening of industrial uses where they are located adjacent to non-industrial land.

Policy 7.2.4 - Encourages industrial uses to locate in areas so designated, such as the airport area and hector road.

The Pacific Rim Highway is one of the most heavily traveled roads in the ACRD and the scale and character of the built environment along this travel corridor have an impact on the impression formed by both residents and visitors as they travel through. Bringing the proposed Industrial portion of this property into DPA III – Objectives for Form and Character would intend to protect the visual aesthetics along the Pacific Rim Highway. Guidelines included in DPA III include, but are not limited to:

- a. Screening and buffering of sites adjacent to residential uses;
- b. Appropriate scaling, massing, and shape of buildings;

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- c. Maintenance of view planes; and
- d. Requirements for landscaping and use of native plant species.

Planning staff have significant concerns with the visual impact of un-screened industrial uses along the highway corridor. This high visibility location along a heavily trafficked highway corridor represents the main connection between the Alberni Valley and the west coast and staff have concerns about the aesthetic impression formed by those traveling the highway corridor. Any staff support for the application is contingent upon reinstating a vegetative buffer and securing appropriate screening with a berm and fencing between any industrial uses and Highway 4.

This proposal would be inconsistent with the current Rural Use policies and objectives of the Sproat Lake OCP and with Section 7.2.4 which encourages locating industrial uses to the airport and Hector Road. Redesignating a portion of the property to Industrial Use would be required in order to facilitate the industrial rezoning of this site.

Zoning: The property is zoned Rural (A2) District and the property owner is applying to rezone a +/- 2.4 hectare (6 acre) portion of the property to Light Industrial (M2) District.

	A2 District (existing)	M2 District (proposed)
Minimum Lot Area:	5 ac	10,000 m ² (2.4 ac)
Minimum Lot Width	330 ft	100 ft
Lot Coverage:	-	60%
Minimum Setbacks		
Front:	50 ft	10 ft
Rear:	30 ft	10 ft
Side:	15 ft	Total > than 20ft

The property owners intend to retain the current Rural (A2) District zoning for rural residential use over a 2 ha (5 ac) portion of the property adjacent to the highway. The property includes a single family dwelling, outbuildings, and a decommissioned former dog kennel. The applicants do not intend to reopen the kennels.

The property owners intend to rezone a +/- 2.4 ha (6 ac) portion of the property from Rural (A2) District to Light Industrial (M2) District. The owners have cleared 2-3 acres for storing heavy equipment. The proposed industrial area would be accessed from Sarenga Road with no direct access to the highway.

The applicants intend to use the property for a mechanic shop to primarily service the logging industry, outdoor storage for larger equipment related to the mechanic shop, mini storage, and a caretaker dwelling to oversee the mini storage facility. The

RD20003

Light Industrial (M2) District permits these uses. If the Board wishes to proceed with industrial zoning for this site, planning staff recommend registering a restrictive covenant to the property that restricts uses to the above-mentioned uses and consequently prohibits the additional uses otherwise permitted in the Light Industrial (M2) District.

If this application is furthered by the Board, the Ministry of Transportation and Infrastructure must approve the OCP and zoning amendments as per the *Transportation Act* requirements for development adjacent to a Controlled Access Highway. This requirement would be noted as part of the referral process to the Ministry prior to Public Hearing.

The applicant is applying to rezone a +/- 2.4 hectare (6 acre) portion of the property from Rural (A2) District to Light Industrial (M2) District.

Comments: A site visit conducted on September 9, 2020 found that vehicles and equipment were stored on the property, contrary to the current A2 District zoning. Subsequent site visits on October 26/20 and November 25/20 indicated that the industrial equipment storage and marshalling use on the site appeared to be ongoing and expanding. After the Board passed a resolution on March 24, 2021 to direct the property owners to remove equipment from the property and to cease any industrial operations from the property, the applicants have made efforts to cease operations and there is a visible improvement to the site.

The applicant had initially applied to rezone an 8.5 acre portion of the property to Light Industrial (M2) District and to rezone the remaining 2.5 acre property adjacent to the highway to Small Holdings (A1) District. In a presentation to the Board on March 24, 2021, the applicants proposed a number of amendments to their proposal intended to address concerns raised:

- Reduction in the size of the M2 District zoning to reduce the area to be rezoned industrial from +/- 8.5 acres to +/- 6 acres;
- Installing a berm and fencing as a visual and aesthetic barrier from the highway, replanting vegetation along the highway and maintaining a 6 metre landscaping buffer within M2-zoned lands. Landscaping, vegetative buffering, and screening to be secured by Restrictive Covenant; and
- Providing a drainage plan with retention pond and installing oil catchment and separation utilities as required.

The proposed industrial use on this property represents a significant change from the current land use supported in the Sproat Lake Official Community Plan. The OCP designates the property as Rural Use, which supports the predominantly rural character of the area. The property is also directly adjacent to the Agricultural Land Reserve boundary to the east and north-east. The OCP supports regulation of the form and character of development along the Highway 4 corridor recognizing the

RD20003

highway represents one of the most heavily travelled roads in the region providing the primary access between the Alberni Valley and the west coast.

Planning staff have concerns with any negative impact to the visual aesthetic along the highway corridor, the significant change to the land use in the area represented by the proposed industrial use directly adjacent to rural residential and agricultural land, and the potential for environmental impact from surface runoff. If the Board proceeds with conducting a public hearing for the proposed development, planning staff recommend that the above-noted concerns be addressed by the conditions of rezoning approval noted within the report.

Submitted by: 

Alex Dyer, MCIP, RPP, Planning Manager

Approved by: 

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

RD20003

June 11, 2021
Ross and Shary Stevens
5601 Sarenga Road
Port Alberni, B.C.
V9Y 8Y8
Email: ross-shary@shaw.ca
250-724-5451

A.C.R.D. Regular Board Meeting, June 23, 2021

Ross and Shary Stevens, Jim McManus (Agent):

Re: Application Package on file.

This proposal currently has been amended from original submission.

- a) Reduction in size of "M2" zoning to eliminate all HWY 4 frontage and access consideration by moving the proposed line or demarcation to the south as per sketch marked "A". This, in effect, would result in a proposed "M2" zone size of +/- 6.0 acres.
- b) Agree a non vegetation removal covenant from the NE boundary pin, along HWY 4 frontage, to the first Eastern access to existing house. In addition,
 - I. Reinstate vegetative replacement along this frontage by replanting native vegetation.
 - II. Installing appropriate berming as well as cedar fencing, as necessary; to insure visual and aesthetic barriers are retained and supplemented in this area frontage.
 - III. Continuing such covenant requirements along East, South and West boundaries of "M2" area (refer to sketch "B") in terms of buffer and vegetation retention aspects.
- c) Existing open drainage channels have been silt trapped etc. to minimize potential off-site impacts. However, drainage aspects need to be re-analyzed and adjusted. That stated, we regard such work as imprudent unless we are granted some hope of positive process outcomes for the proposal:
- d) To install with in "M2" zoned area, all required and mandated oil catchment and separation utilities outlined by agencies having jurisdiction.
- e) Ensure 6m (+20 feet) landscaped buffer is retained within the "M2" zoned elements portion other than access/egress, in excess of zoning B/L 15 requirements (via Sarenga Road-Ministry of Transportation and Infrastructure approved).
- f) Accept, as required, D.P. III requirement designation and adherence there to in respect of the "M2" portion/designation zoning as well as conditions regarding "run-off" through both zoned portions of land/lot. (See also "C" above).

Staff Assessments/Conditions:

Any staff support for the application is contingent upon:

- Reinstating a vegetative buffer or securing appropriate screening with a berm or fencing between any industrial uses and Highway 4.
- Removal of equipment etc.

In addition,

- a) Confirmation from a Registered On-Site Wastewater Practitioner that the property can accommodate an onsite sewage disposal system for the proposed industrial use and caretaker dwelling.
- b) Positive referral response from the Ministry of Transportation and Infrastructure regarding industrial road access off Sarenga Road.
- c) Registration of restrictive covenants to:
 - i. Limit industrial uses to closed storage and warehousing, open storage, equipment and commercial truck repair;
 - ii. Require a landscaped visual barrier to the satisfaction of the ACRD that includes a berm, fencing and no vegetation removal between any industrial zoned area and Highway 4, and adjacent rural residential and agricultural properties;
 - iii. Require an engineered drainage plan that considers pollutant control from surface runoff within the industrial zoned area; and
 - iv. Restrict any future subdivision of the industrial zoned area.
- d) Meeting all technical agency requirements.
- e) D.P. Inclusion (Form and Character):

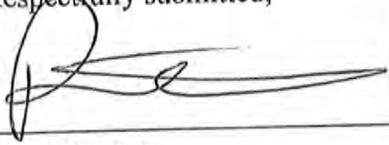
Applicant Response:

- a) All agreed and actioned including engineered drainage plan in process.
- b) No part of "M2" close to Hwy 4;
- c) We submit negligible resultant impact on neighbourhood "rural" or A.L.R. lands will occur.
- d) No negative on\to "visual aesthetic" along the Hwy corridor at all: Ditto environmental impact from runoff.
- e) We are of the opinion that, in respect of this amended proposal no neighbourhood conflict, use-wise, will occur. In addition, exacerbated by pandemic conditions and aftermath no acknowledgment is to the forefront recognizing reality of:
 - a) Resource equipment having to vacate closed work sites and be stored temporarily,
 - b) Loss of work/employment or curtailment of such, and community effect,
 - c) Skyrocketing land prices,

- d) Lack of suitable, zoned industrial sites in the Alberni Valley (Deakin/Irg 2020), at reasonable prices;
- e) Social/economic driven desire to initiate live/work solutions in rural environment/areas for valid social and economic realities/reasons.
- f) It is imperative to point out some of the wording used in the application "outside equipment storage" "mini storage" pertains to the way repair shop's operate. Outside storage pertains to temporary parking for equipment waiting for parts and repair.

For the above reasons we believe that the APC's and ACRD's re-consideration of this application amendment should be positive and supportive, at very least to moving relevant Bylaws, with amendment, to/through public hearing processes to obtain true, accurate and updated community and neighbourhood inputs prior to formal decision.

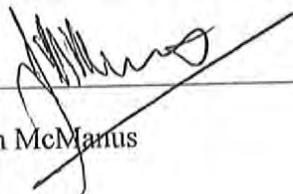
Respectfully submitted,



Ross Stevens



Shary Stevens



Jim McManus

March 12, 2021
Ross and Shary Stevens
5601 Sarenga Road
Port Alberni, B.C.
V9Y 8Y8
Email: ross-shary@shaw.ca
250-724-5451

Dear ACRD Board Members.

RE: Stevens Development Application R.D. 20003: Lot 1, D.L.149, Alberni District, Plan 1647:
Submission and request for Regional Board consideration of the following;

- To not formally deny proposal out right,
- Accept amendments herewith presented for reassessment by staff and A.P.C. and for onward processing.

This proposal was initiated in July 2020 and has been in process since then culminating in the present Board motion for refusal, or denial being presented for consideration.

By way of this current submission we are, respectfully requesting the Regional Board reconsider such a negative outcome and, to the contrary, consider the amendments proposed for Staff, Advisory Planning Commission and subsequent Board re-assessment and processing.

As part of such reconsideration request we herewith submit the following amendment for simultaneous consideration in respect of this matter.

- a) Reduction in size of "M2" zoning to eliminate all HWY 4 frontage and access consideration by moving the proposed line or demarcation to the south as per sketch marked "A". This, in effect, would result in a proposed "M2" zone size of +/- 6.0 acres.
- b) Agree a non vegetation removal covenant from the NE boundary pin, along HWY 4 frontage, to the first Eastern access to existing house. In addition,
 - I. Reinstate vegetative replacement along this frontage by replanting native vegetation.
 - II. Installing appropriate berming as well as cedar fencing, as necessary; to insure visual and aesthetic barriers are retained and supplemented in this area frontage.
 - III. Continuing such covenant requirements along East, South and West boundaries of "M2" area (refer to sketch "B") in terms of buffer and vegetation retention aspects.

- c) Drainage- wise, to construct, line and gravel/ rock finish an appropriate sized retention pond, adjacent to the existing HWY culvert, to control rate speed and magnitude of run off thru said culvert (on "A2" property); Existing open drainage channels have been silt trapped etc. to minimize potential off-site impacts. However, drainage aspects need to be re-analyzed and adjusted. That stated, we regard such work as imprudent unless we are granted some hope of positive process outcomes for the proposal:
- d) To install with in "M2" zoned area, all required and mandated oil catchment and separation utilities outlined by agencies having jurisdiction.
- e) Ensure 6m (+20 feet) landscaped buffer is retained within the "M2" zoned elements portion other than access/egress, in excess of zoning B/L 15 requirements (via Sarenga Road-MOTH approved).
- f) Accept, as required, D.P. III requirement designation and adherence there to in respect of the "M2" portion/designation zoning as well as conditions regarding "run-off" through both zoned portions of land/lot. (See also "C" above).

Current land status and policy/process implications:

We believe that, in respect of the initial development application process, more focus and weight has been accorded land clearing activities on site rather than basic use change assessment and implications. Reports produced through the ongoing process seem to highlight the following elements in particular;

- a) No highway 4 access/egress
- b) No existing access approval from Sarenga to "M2" area,
- c) Highway visual impact potential negatives, noted in reports
- d) Impacts on rural residential designated lands
- e) Protection of visual aesthetic on highway 4 corridor (also part of C)

In response to above, it is noted that;

- I. This lot has retained ex zoning since BL 15 was instigated most of the Sarenga Road "spine" ditto.
- II. No where in any RDAC Bylaw, is it prohibited for any owner to fell trees, clear or "grub" property within their/his/her ownership,
- III. The OCP is dated (7 years) and only, in respect of Sarenga "Spine" re iterates policies "hatched" from zoning B/L adoption, thru 2 (at least) OCP's which make these "guidance" policies 20 plus years old!
- IV. Present "Industrial" policies in Bylaw P1310, in our view, have not worked goal –wise. Yet,
 - a) Community aspiration to self sufficiency not included in any policy meaningfully.
 - b) Focus on resources-oriented work in close proximity to home is not acknowledged in any policy either (or, positively directed by any regulatory mandate) it is "hinted at"!

c) OCP acknowledges, in Section 20, Section 20.8

“OCP Visionary”

“Impossible to foresee all possibilities and opportunities that may be presented.

Changes are inevitable”

V. Most of the above aspects noted in reports are addressed, positively within the amended development proposal.

VI. We are of the opinion that, in respect of this amended proposal no neighbourhood conflict, use-wise, will occur. Sketches ‘B’ & ‘C’ attached graphically indicate that spatially. In addition, exacerbated by pandemic conditions and aftermath no acknowledgment is to the forefront recognizing reality of,

a) Resource equipment having to vacate closed work sites and be stored temporarily,

b) Loss of work/employment or curtailment of such, and community effect,

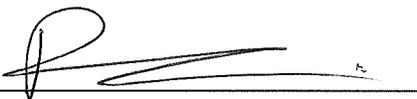
c) Skyrocketing land prices,

d) Lack of suitable, zoned industrial sites in the Alberni Valley (Deakin/Irg 2020), at reasonable prices;

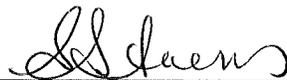
e) Social/economic driven desire to initiate live/work solutions in rural environment/areas for valid social and economic realities/reasons.

For the above reasons we believe that the Regional boards consideration of this application amendment should be positive and supportive, at very least to moving relevant Bylaws, with amendment, to/through public hearing processes to obtain true, accurate and updated community and neighbourhood inputs prior to formal decision.

Respectfully submitted,



Ross Stevens



Shary Stevens



Jim McManus

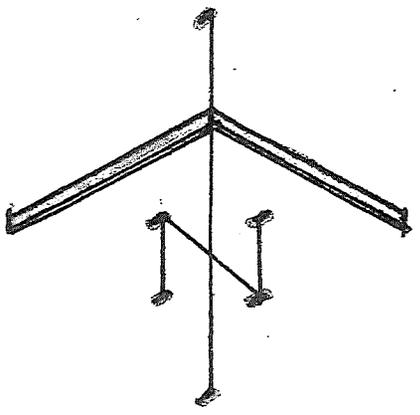
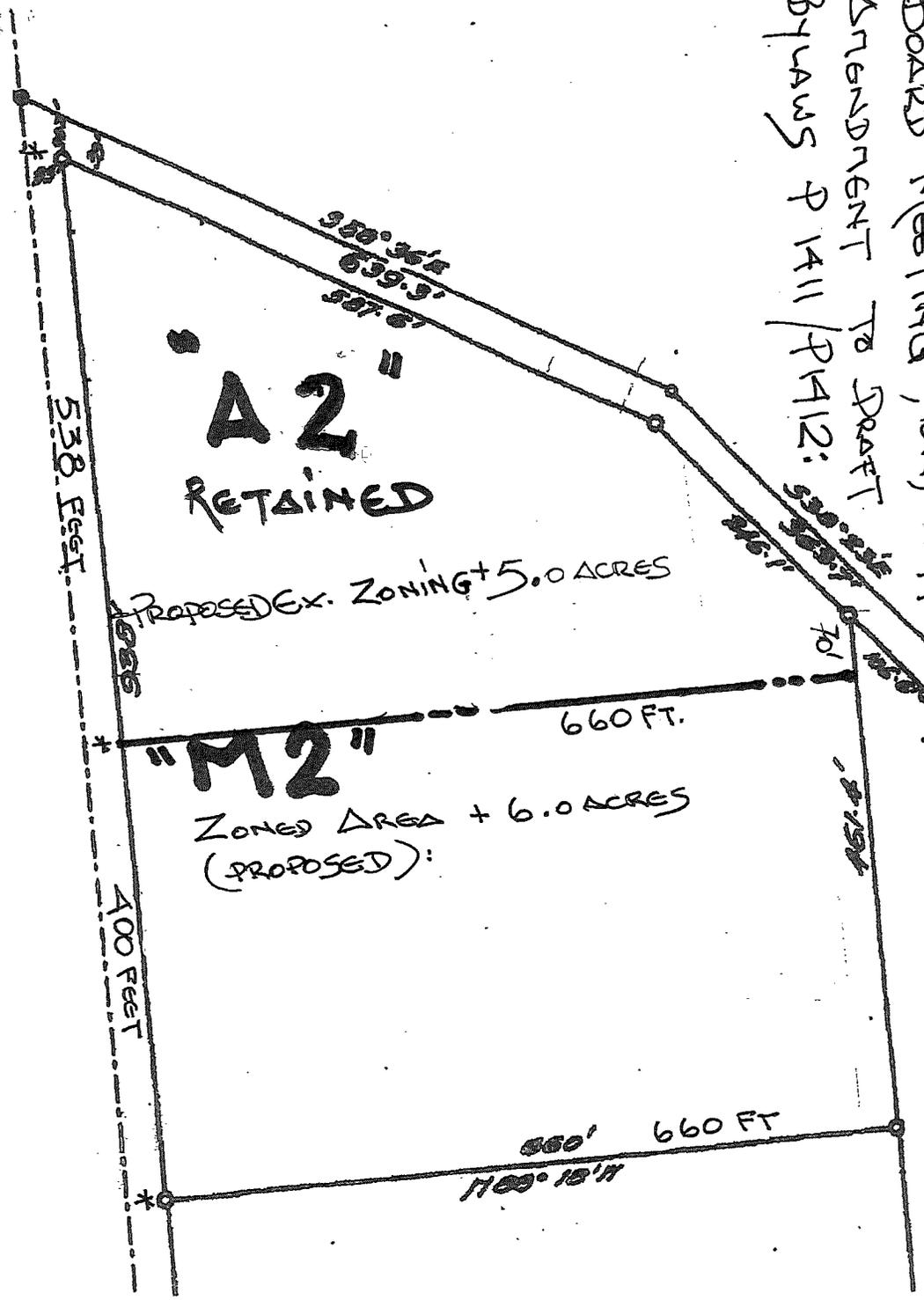
Dated: March 12, 2021 at Port Alberni, B.C.

JOE STEVENS - SARANGA

SKETCH "A" AMENDED: MARCH 2021 BY J.S.

AMENDED PROPOSAL

TO BE READ & CONSIDERED WITH
SUBMISSION TO PROCEED AT
BOARD MEETING, OR, WITH
AMENDMENT TO DRAFT
BYLAWS P 1411 / P 1412:



SPROAT RIVER

Site IN QUESTION
11.2 ACRES

AMENDED
PROPOSAL

MARCH '21:

TO BE READ IN
CONJUNCTION WITH
SUBMISSION TO PROCEED
AT BOARD; OR,
AMEND PROPOSED
B/LIS P1411 AND
P1412
ACCORDINGLY

"A2"

+5.0 ACRES

LOT 1 PLAN 1647 (PART)
RETAINED AS EXISTING

"M2"

+6.0 ACRES

LOT 1, PLAN 1647 (PART)

LINE OF
DEMARKATION
BETWEEN
ZONES

2
9.00
AC.

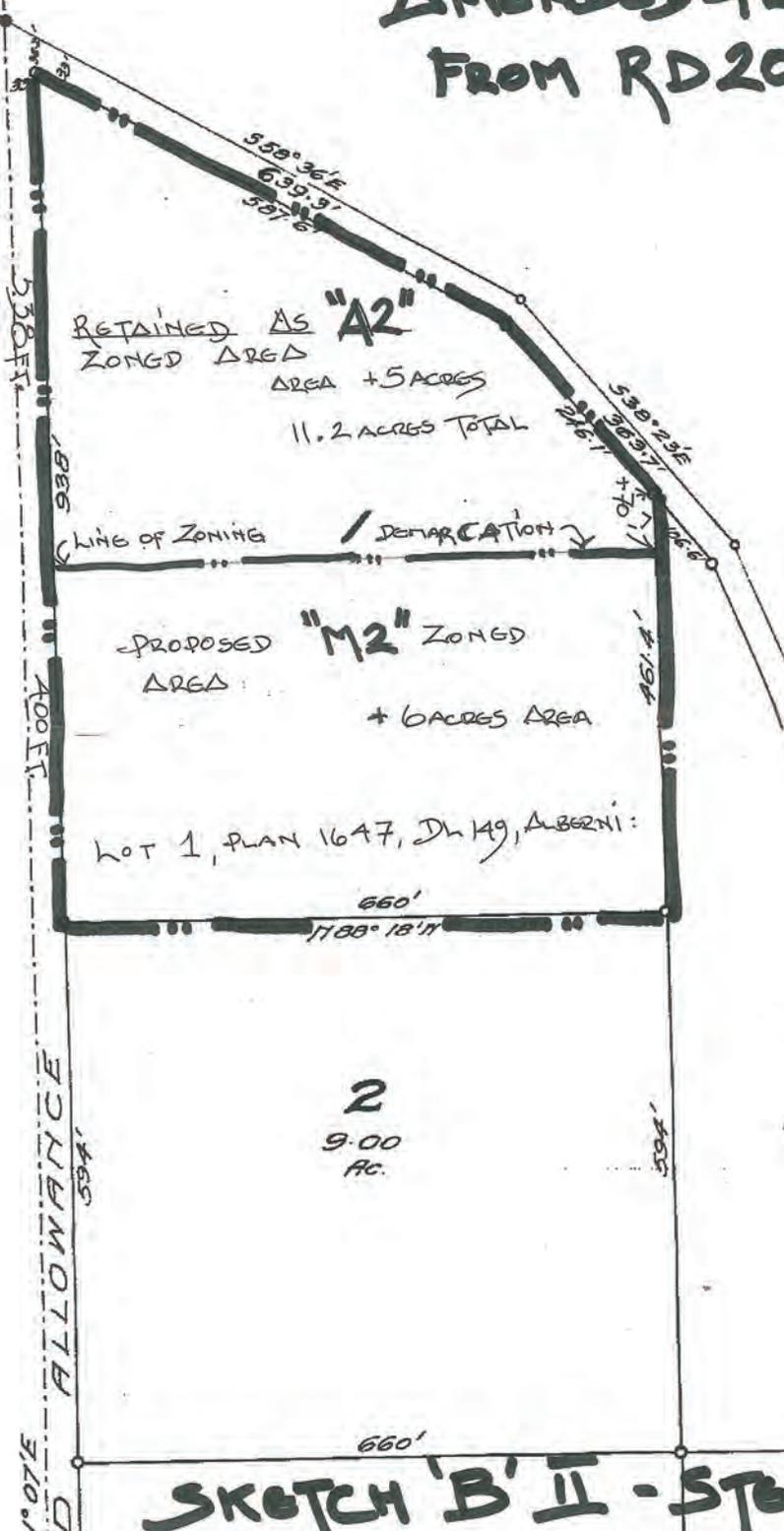
9
6.03
AC.

CONCEPT ONLY:

Tranomic North

R & S STEVENS - SARENKA
SKETCH "B" AMENDMENT; MARCH 2021

AMENDED PROPOSAL FROM RD 20003



SKETCH 'B' II - STEVENS
SARONGA ROAD: LARGE
SCALE



June 14, 2021

McGill Project #4195

Ross & Shary Stevens
7956 Pacific Rim Highway
Port Alberni, BC V9Y 8Y7

Reference: Onsite Stormwater Treatment - Equipment Storage Area
Rezoning Application File Number RD20003

Dear Mr. & Mrs. Stevens:

McGill & Associates Engineering Ltd. (McGill) understands you have submitted a rezoning application for 7956 Pacific Rim Highway, proposing to revise the property from Rural Use (A-2) to a mix of Rural Use (A-2) and Industrial Use (M-2, Light Industrial). We completed a site visit with yourselves and Jim McManus on May 20, 2021, to review the existing drainage onsite and the proposed uses of the property.

The proposed use of the industrial portion is mini storage, open storage, a caretaker dwelling, and a mechanical shop. The existing property includes a gravelled area that is to remain following rezoning.

Based upon contours of the area, the stormwater flows from the south and north toward the center of the property where it is collected in a ditch that ultimately drains east into a culvert beneath the highway which outlets approximately 180 metres from Sproat River to the north. The existing drainage ditch drains the cleared low-lying area at the west of the property into the same culvert. Silt traps have been established along the ditch to mitigate sediment transport from the previously completed clearing as it continues to re-establish vegetation.

We understand that there are concerns regarding the storage of construction machinery on the gravelled parking area due to the possibility of leaks which may migrate into the drainage routes and ultimately into the Somass River. There are several potential options that can be used on the site for treatment of the site runoff including the use of an oil-grit separator, a settling pond, bioswales, or rain gardens.

For this site we recommend a ditch be installed surrounding the gravel parking area, located as necessary to collect all runoff from the area. This ditch system is to be directed into an oil-grit separator before discharging the treated water into the existing ditch downstream. Based on the existing gravel area and the expected runoff, McGill has sized the oil-grit separator and determined that a Langley Concrete Type II Oil Interceptor (API Style) meets the requirements. To reduce sediment into the oil-grit separator, several silt traps should be installed along the ditch line. Additionally, a sump can be installed before the inlet to the oil-grit separator. These measures will minimize maintenance required for the oil-grit separator.

A separate ditch offset from that which is described above is to be constructed to collect the clean overland runoff. This will reduce the drainage volume directed through the oil-grit separator. This ditch will be connected downstream of the proposed oil-grit separator to ultimately flow to the culvert beneath the highway, generally maintaining the existing drainage patterns.

In addition, you have indicated that you will be installing a vegetated retention pond before the culvert beneath the highway which will provide redundancy for the treatment of any sediments or contaminants from runoff from the site.

We trust that this information satisfies any concerns related to mitigating any potential leakage from machinery on the gravelled equipment storage area. If we can be of any further assistance in this matter, please do not hesitate to contact us.

With regards,



Mike Lange, P.Eng.
For McGill & Associates Engineering Ltd.

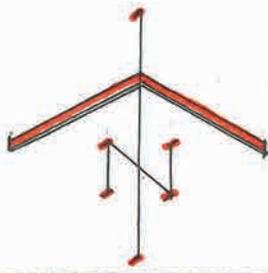
PART 38

PACIFIC RIM HWY

R & S STEVENS - SARENGA SKETCH "C"

MARCH 2021 B

PART 49



50

Δ2 ZONING - EXISTING

SARENGA RD

Lot 1

PROPOSED 'M2' ZONE + OCP AMEND.

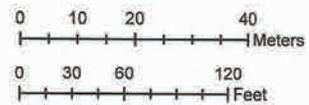
Lot 9

55

Lot 2

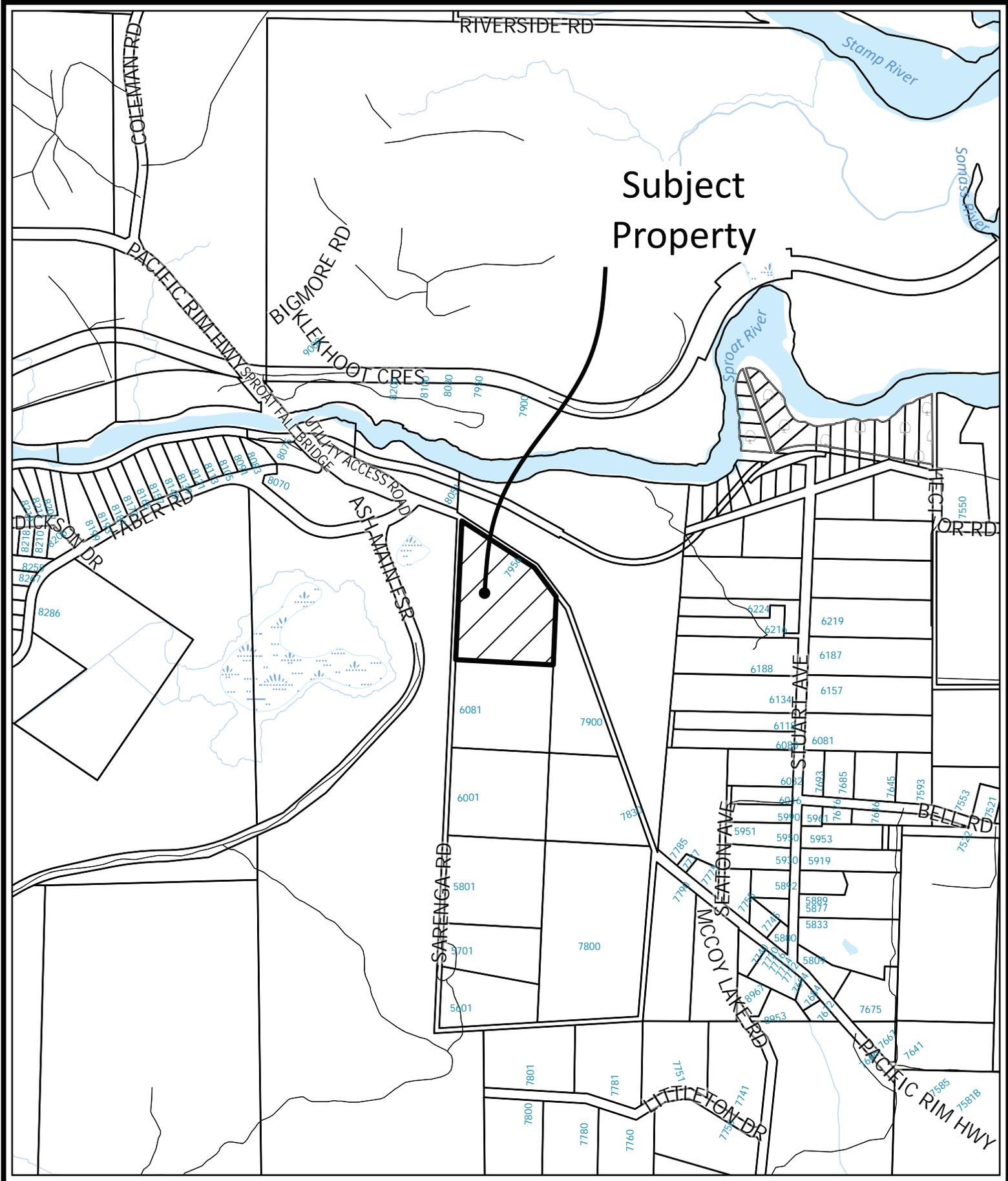
D20003 - 7956 Pacific Rim Highway

1:850



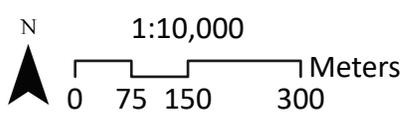
Prepared 15 March 2021, ACRD
 Orthophoto mosaic 2014-2018
 DEM derived from 1m interval

102



**Subject
Property**

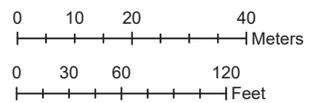
Legal Description: LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT, PLAN 1647





RD20003 - 7956 Pacific Rim Highway

1:850





June 10, 2021
Picture



June 10, 2021
Picture

June 10, 2021
Picture



Parking Lot #1
2020/11/25



Parking Lot #2
2020/11/25





View from edge of parking lot towards highway
2020/11/25



View from edge of parking lot towards highway
2020/11/25



View from edge of highway
2020/11/25



Ditch from property joins highway ditch.
2020/11/25



View from edge of highway #2
2020/11/25



Culvert outlet on opposite
side of highway
2020/11/25





REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1411

**A BYLAW TO AMEND BYLAW NO. P1310
SPROAT LAKE OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 478(2) of the *Local Government Act*, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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 Sproat Lake Official Community Plan Amendment Bylaw No. P1411.
2. Schedule A of Bylaw P1310, Plan Map 2 – Land Use Designations, is hereby amended by redesignating a portion of LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT, PLAN 1647 from “Rural Use” to “Industrial Use” as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. Schedule A of Bylaw P1310, Plan Map 3 – Development Permit Areas and Development Approval Information Area map, is hereby amended by including a portion of LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT, PLAN 1647 within “Development Permit Area III – Objectives for Form and Character” as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
4. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2020
Public hearing held this day of , 2020
Read a second time this day of , 2020
Read a third time this day of , 2020

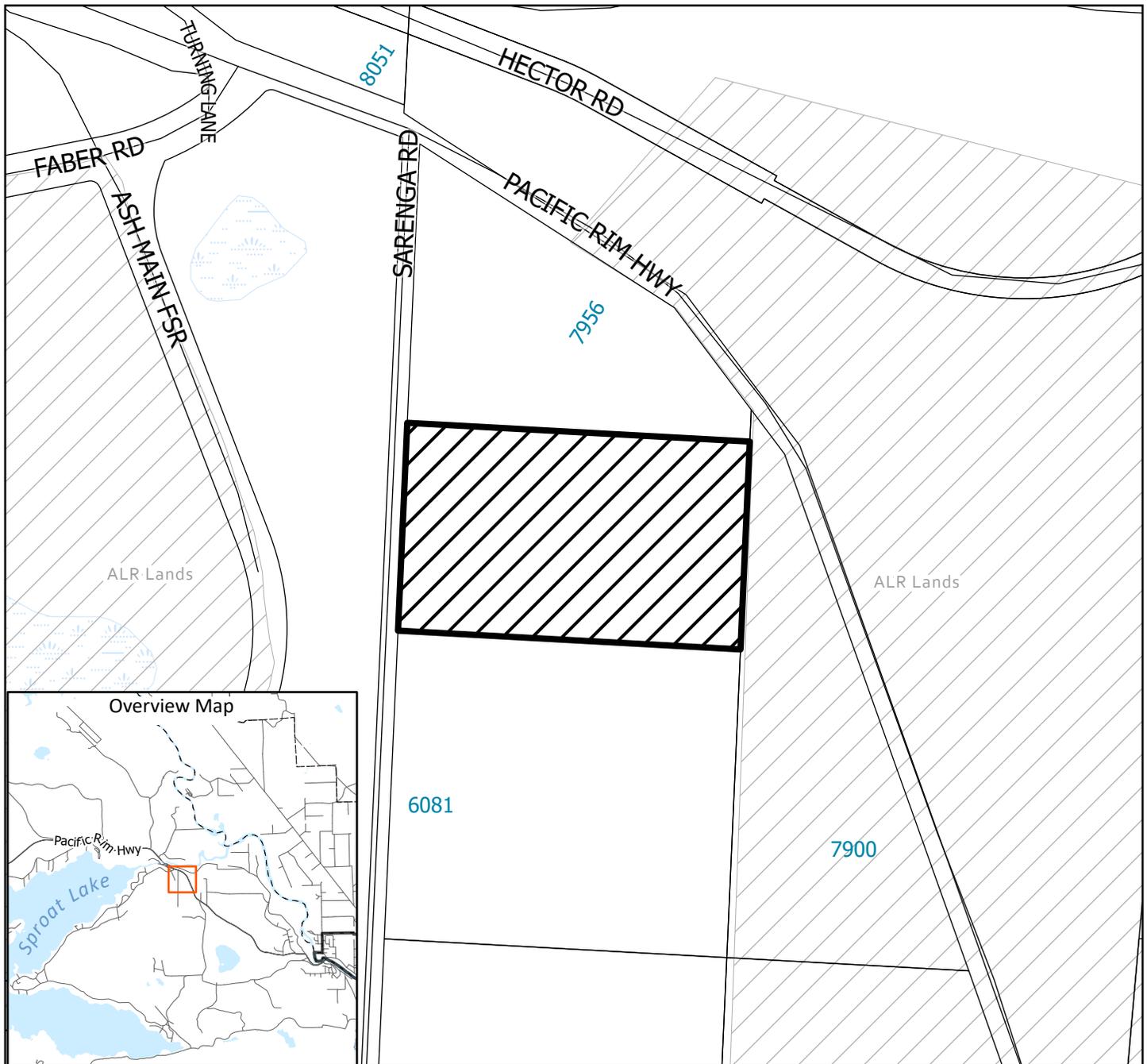
Adopted this day of , 2020

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1411



P1411 Stevens

Legal Description: a portion of LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT,
PLAN 1647



0 40 80 Meters



To be redesignated from "Rural Use" to "Industrial Use" and to be
included within DPA III – Objectives for Form and Character

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1412

OFFICIAL ZONING ATLAS AMENDMENT NO. 727

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;

AND WHEREAS 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. P1412.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT, PLAN 1647 from Rural (A2) District to Light Industrial (M2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.

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

Read a first time this day of , 2020
Public Hearing held this day of , 2020
Read a second time this day of , 2020
Read a third time this day of , 2020

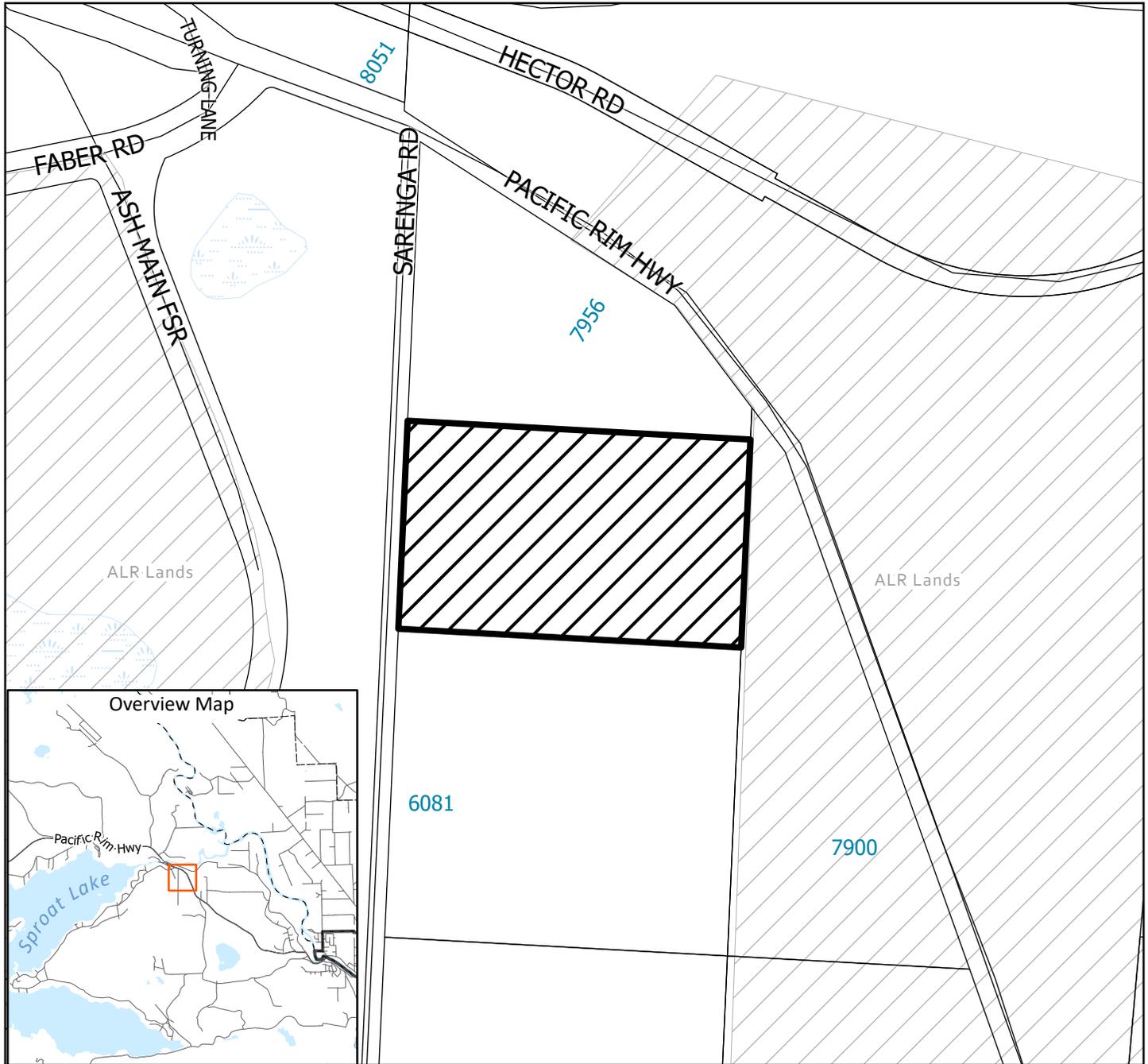
Adopted this day of , 2020

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

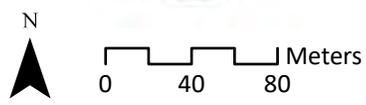
Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1412



P1412 Stevens
Legal Description: a portion of LOT 1, DISTRICT LOT 149, ALBERNI DISTRICT,
PLAN 1647



 To be rezoned from Rural (A2) District to Light Industrial (M2) District



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Telephone (250) 720-2700 Fax (250) 723-1327

MEMORANDUM

To: ACRD Board of Directors
From: Alex Dyer, Planning Manager
Meeting Date: June 23, 2021
Subject: Rezoning Application RD20004 - Bylaws P1408 and P1409
(Rhodes/Carniato/Coss/Allain/Imhoff)

Recommendation:

- 1) THAT Bylaw P1408, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time.
- 2) THAT Bylaw P1408, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.
- 3) THAT Bylaw P1409, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.
- 4) THAT Bylaw P1409, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

Background:

A public hearing for Bylaws P1408 and P1409 was held on May 31, 2021. The Board received the public hearing report and minutes at the June 9, 2021 Board meeting. In discussion with staff after the hearing, the applicants were considering options to amend their rezoning application. Planning staff recommended that the Board not give second and third readings of the bylaws at the June 9th meeting to allow the applicants to consider changes to their application.

Staff have now confirmed with the applicant that they wish to proceed with their original proposal to rezone to Acreage Cottage Residential (ARC) District to allow for one (1) single family dwelling and up to four (4) cottages on the property. There is currently one single family dwelling located on the lot.

Planning staff now recommend that the Board proceed with second and third readings of the bylaws. Final approval of the rezoning is conditional upon the applicant agreeing to a covenant preventing future subdivision of the property, confirmation of adequate water for four (4) cottages, confirmation of suitable sites for sewage disposal and meeting technical referral agency requirements. If the Board proceeds with second and third readings of the bylaws, staff will work with the applicant to confirm

RD20004

the conditions of rezoning approval have been satisfied prior to recommending adoption of the bylaws.

Submitted by: 
Alex Dyer, MCIP, RPP
Planning Manager

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

RA20004

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1408

OFFICIAL ZONING TEXT AMENDMENT

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw 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 the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning text Amendment Bylaw No.P1408.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot text is hereby amended to increase the minimum lot area in Section 200, Schedule II – Bulk and Site Regulations:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
ARC	200	5 acres	10%	40	30	15	35

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

Read a first time this 26th day of August, 2020
Public hearing held this 31st day of May, 2021
Read a second time this XX day of, XXXX
Read a third time this XX day of, XXXX

Adopted this XX day of, XXXX

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1409

OFFICIAL ZONING ATLAS AMENDMENT NO. 725

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;

AND WHEREAS 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. P1409.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 3 DISTRICT LOT 60 ALBERNI DISTRICT PLAN EPP84111 from Rural (A2) District to Acreage Cottage Residential (ARC) 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 26th day of August, 2020

Public Hearing held this 31st day of May, 2021

Read a second time this XX day of XXXX, XXXX

Read a third time this XX day of XXXX, XXXX

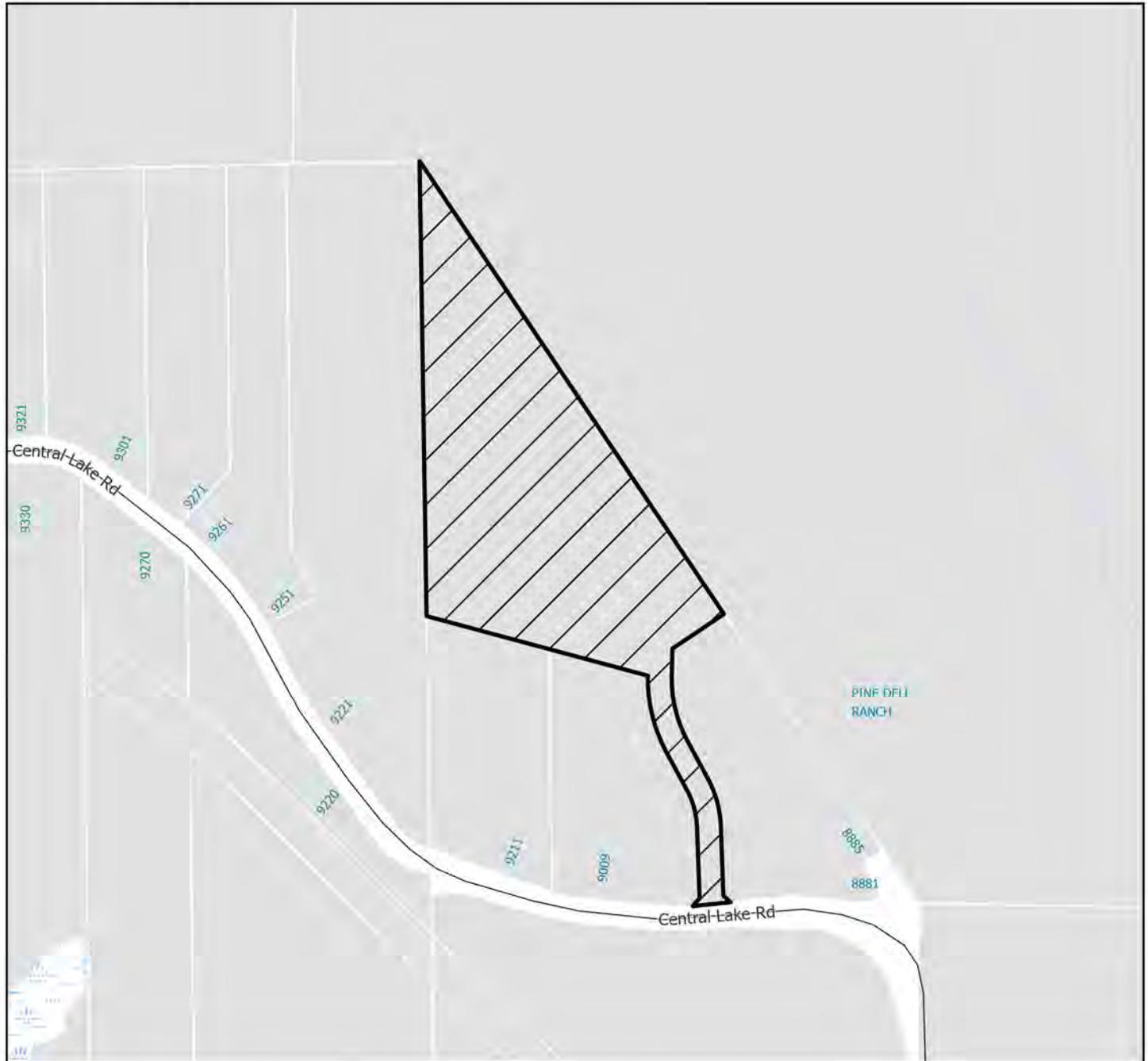
Adopted this XX day of XXXX, XXXX

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

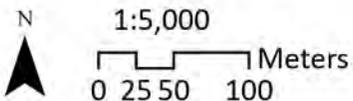
Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1409



P1409 - Central Lake Road
Legal Description: LOT 3 DISTRICT LOT 60
ALBERNI DISTRICT PLAN EPP84111



 Rezoning from Rural (A2) District to Acreage Cottage Residential (ARC) District



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Rezoning Application

MEETING DATE: June 23, 2021

ACRD FILE NO.: RD21005

APPLICANTS: Dale Mykyte (agent Fern Road Consulting Ltd.)

LEGAL DESCRIPTION: LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452

LOCATION: West end of Taylor Arm Drive

ELECTORAL AREA: "D" Sproat Lake

Applicant's Intention: The property owner is applying to rezone 3.2 hectare (7.9 acre) portion of their 37.8 hectare (93.5 acre) subject property from Forest Rural (A3) District to Acreage Residential (RA3) District in order to accommodate a bare land strata subdivision with a 0.6 acre minimum lot size. The applicant has provided a conceptual subdivision proposal that would create five (5) waterfront parcels ranging from 0.38 hectare (0.94 acre) to 0.63 hectare (1.55 acre) in lot area, an extension of Taylor Arm Drive to the north edge of the existing property and a common property area for communal sewage disposal east of the Taylor Arm Drive right-of-way.

Recommendations:

- THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1430 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1430 is subject to:
 - a. Agreement to include the property within the Sproat Lake Fire Protection Service Area.
 - b. Registration of a restrictive covenant requiring suitable public access, acceptable to the ACRD, to the Crown Land lying north of the property at the time of subdivision;
 - c. Meeting technical referral agency requirements.

RD21005

Advisory Planning Commission Recommendation: The Sproat Lake APC considered this application at their June 10, 2021 meeting where they passed a motion to support the application as presented.

Observations:

i) **Status of Property:** The subject property is 37.8 hectares (93.5 acres) in total lot area bordered by Taylor Arm Drive and Asher Road to the south and a portion of Clayoquot Road to the east. The majority of the property is forested with no improvements. The inland portion of the property north of Taylor Arm Drive includes a low-lying wetland area. Approximately 280 metres (918 feet) of the property fronts onto Sproat Lake in the western portion of the property, which is the area that the property owner is applying to rezone. This portion of the property is treed and consists of a high rocky outcrop that falls steeply to Sproat Lake. There is an existing driveway that dissects this portion of the property roughly following the proposed road dedication that provides access to the waterfront.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal. The applicant intends to service the proposed 5 lot bare land strata development with a communal sewage disposal system to be located on the upland portion of the property on the east side of the Taylor Arm Drive right-of-way. The applicant has provided a report from a Registered On-site Wastewater Practitioner (ROWP) that indicates that the soils in the proposed common property area are adequate to accommodate the five lot development.
- b. **Water Supply:** Individual water intakes from Sproat Lake.
- c. **Fire Protection:** The property is not within the Sproat Lake Fire Protection Service Area. The residential lots along the waterfront on Taylor Arm Drive are included within the fire protection area, but the subject property is not included. As a condition of rezoning approval, staff recommends that the property owner petition the ACRD to include the property within the Sproat Lake Fire Protection Service Area subject to review from the Fire Department and ACRD staff.
- d. **Access:** Taylor Arm Drive would be extended through the subject property to provide access to each of the proposed lots and to the Crown Land parcel to the north. The additional Taylor Arm Road dedication would encompass an existing driveway that is used to access the Crown Land parcel and additional waterfront areas to the west of the property. Recognizing the importance of maintaining public access to Crown Lands in this area, staff are recommending that the Board require a covenant as a condition of rezoning approval to secure public access through road dedication as proposed on the conceptual site plan.

iii) **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Sproat Lake Official Community Plan designates the

RD21005

property as “Residential Use”. The objective of this land use designation is to provide a range of housing options within the plan area. The Residential Use designation supports a 0.24 hectare (0.6 acre) minimum lot size for lots serviced by community/communal water or sewer. The lots would be serviced by a communal sewage disposal system.

The Sproat Lake OCP designates Development Permit Area I – Riparian Areas Protection as a 15 metre buffer along the lakefront and surrounding the wetland located on the upland portion of the property. A development permit will be required as part of any future subdivision application.

The zoning amendment and proposed subdivision comply with the policies and objectives of the Sproat Lake OCP. A development permit application will be required at the subdivision application stage.

- c. **Zoning:** The property is split-zoned with the majority zoned Forest Rural (A3) District and a +/- 15.8 acre portion on the east side of the property adjacent to Asher Road and Clayoquot Road zoned Acreage Residential (RA1) District. The portion of the property subject to this rezoning application is currently zoned A3 and the property owner is applying to rezone to Acreage Residential (RA3) District in order to accommodate subdivision to a 0.24 hectare (0.6 acre) minimum density.

	A3 District (existing)	RA3 District (proposed)
Minimum Lot Area:	10 acres	0.6 acre
Minimum Lot Width:	330 ft.	90 ft.
Lot Coverage:	-	15%
Minimum Setbacks		
Front:	50 ft.	49.2 ft.
Rear:	30 ft.	32.8 ft.
Side:	15 ft.	16.4 ft.

The proposed 5-lot bare land strata development requires a rezoning of a portion of the subject property from Forest Rural (A3) District to Acreage Residential (RA3) District to accommodate the proposed minimum lot size and lot width.

Comments: The rezoning is the first step in the applicant’s proposal to subdivide the waterfront portion of their property into 5 bare land strata lots. If the rezoning application proceeds, the following items will need to be addressed during the subdivision application process:

1. **Park land dedication:** The *Local Government Act* requires that park land dedication or cash-in-lieu of park land be provided to the Regional District by the property owner as a condition of any subdivision that would create 3 or more new parcels. The Sproat Lake Official Community Plan includes a notation for potential future park land in this area. Staff will work with the applicant to recommend either new park land dedication or cash-in-lieu at the subdivision stage. Park land dedication is considered by the ACRD Board prior to subdivision approval and would be referred to the Sproat Lake Advisory Planning

RD21005

Commission for discussion.

2. Public access: The dedication of an extension to the Taylor Arm Drive road allowance to the north end of the parcel will provide road access to each proposed lot and to lands beyond. The additional road dedication would encompass an existing driveway and trail that is used to access the subject property, Crown Land lying to the north of the property and additional privately-owned waterfront areas located to the west. Recognizing the importance of maintaining public access to Crown Lands and lake front access in this area, staff recommend that the Board require a covenant as a condition of rezoning approval to secure public access through road dedication as proposed on the conceptual site plan.

Staff will ensure that any future subdivision layout complies with the public access requirements of the covenant. It is also noted that this property lies within 800 metres of a Controlled Access Highway and as per the requirements of the *Transportation Act*, the Ministry of Transportation and Infrastructure must approve the zoning amendment prior to adoption by the Board.

3. Development permit: The Sproat Lake OCP designates DPA I – Riparian Areas Protection which includes all lands within 15 metres of the natural boundary of the lake and surrounding the wetland located on the upland portion of the property. A development permit will be required as part of any future subdivision application. A Professional Biologist has conducted an assessment of the entire property and has flagged a 30 metre setback from the upland wetland area to confirm that no part of the proposed 5-lot bare land strata development will encroach into the 30 metre setback.

In addition to the public access covenant noted above, planning staff also recommends that the property be included within the Sproat Lake Fire Protection Service Area as a condition of rezoning approval. This will ensure that any future development of this property is serviced by the Sproat Lake Fire Department (SLFD). The application to the ACRD to be included within the service area would be reviewed by the SLFD and the Regional Fire Services Manager to establish whether the fire department has the capacity to service this development and determine whether any infrastructure upgrades are required.

Planning staff are generally supportive of proceeding with the public hearing process for the application. The zoning amendment complies with the policies and objectives of the Sproat Lake OCP. Subject to the conditions outlined above, the zoning amendment would provide an opportunity for development that is similar in character with the surrounding area to the south east while ensuring secured public access in the area and ensuring that the development will be adequately serviced with communal sewage disposal and fire protection.



Submitted by:

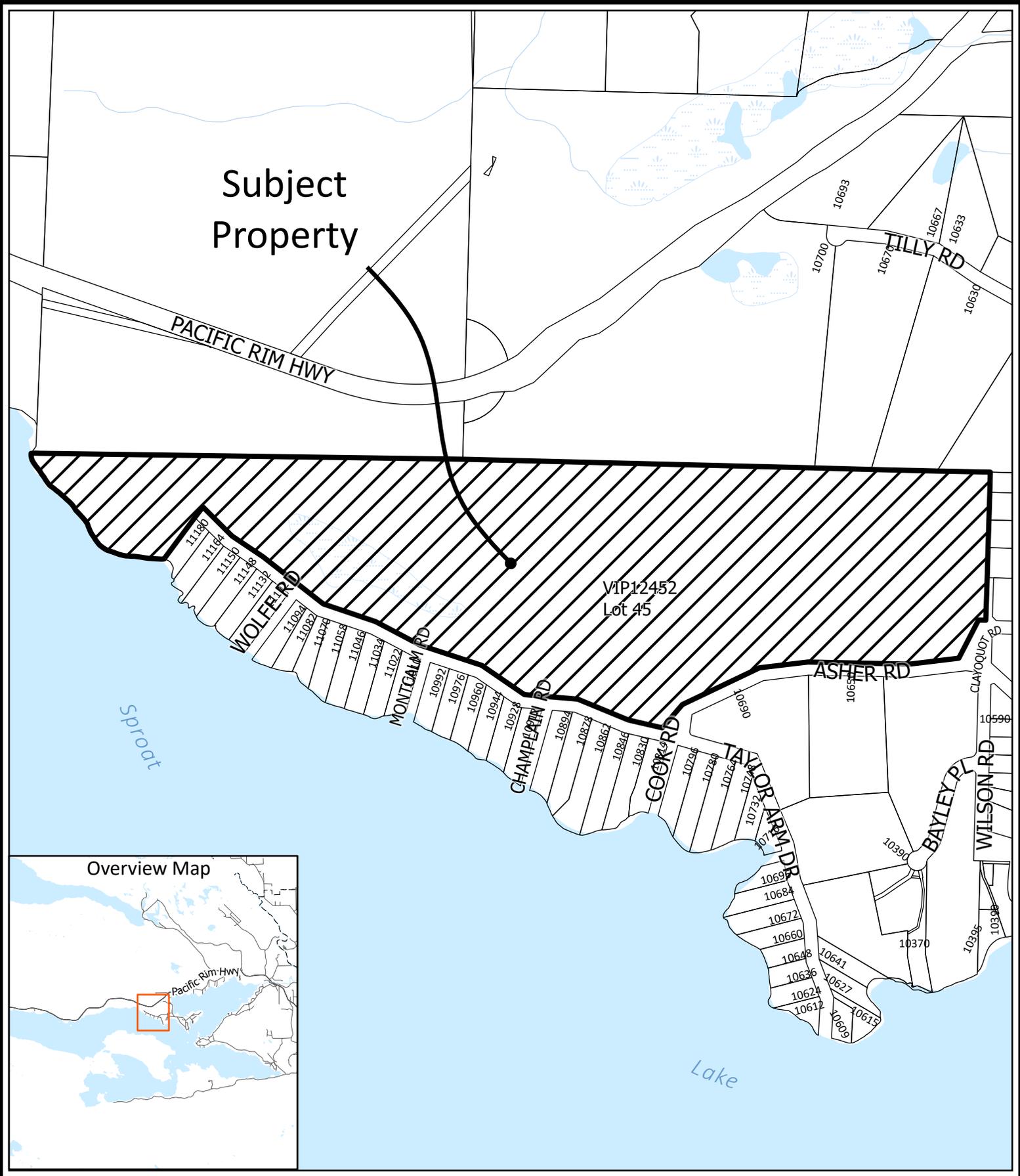
Mike Irg, MCIP, RPP, General Manager of Planning & Development



Approved by:

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

RD21005



Subject
Property

PACIFIC RIM HWY

TILLY RD

VIP 12452
Lot 45

WOLFE RD

MONTGOMERY RD

CHAMPLAIN RD

COOK RD

ASHER RD

TAYLOR RD

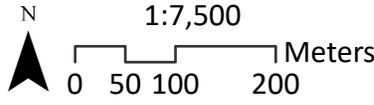
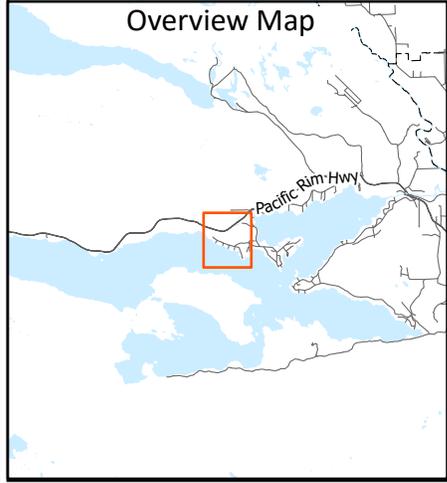
BAYLEY PL

WILSON RD

Sprout

Lake

Overview Map



Legal Description: LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT,
PLAN 12452

Fern Road Consulting Ltd.

Our File: 19-236-S

2021-01-21

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

Attention: Mike Irg

Dear Mike:

**RE: Lot 45, District Lot 622, Clayoquot District, Plan 12452
Taylor Arm Drive**

On behalf of our client, Dale Mykyte, we are applying for a zoning amendment for a portion of the above lot.

DESCRIPTION

The portion for which we are applying to rezone is the waterfront portion. Taylor Arm Drive dead ends at the lot. Terrain is challenging, the site has a high rocky out cropping before falling steeply to Sproat Lake. The site is mostly forested. This portion of the lot is zoned A3 (Forest Rural) but the Sproat Lake Official Community Plan has designated this to be Residential. There is a large pond to the east of the proposed development.

PROPOSAL

This application is for 5 lots on the waterfront. Taylor Arm Drive will be extended to the north boundary of the lot to provide access to "lands beyond". The lack of depth of soil for individual sewage disposal requires that this proposal be a Strata with Common Property (CP) on the north easterly side of Taylor Arm Drive. H₂O Environmental has conducted a soils investigation and has determined that the soils on the proposed CP are adequate and for 5 lots, the soils would be capable of disposing of sewage for a 5 bedroom house plus a 2 bedroom secondary suite on each lot.

Toth & Associates, R. Bio., has conducted an investigation of the entire site. S. Toth, R. Bio. has flagged the 30 meter setback from the pond and this development does not encroach into the 30 meter setback.

Accordingly, we request a zoning change from A3 to RA-1.

OTHER ITEMS

Park

This proposal will require Park or cash-in-lieu. Our client will work with the Parks Committee and ACP to determine appropriate location and size of Park.

Remainder

Our client intends on applying to ACRD to rezone the remainder of the A3 zone to RA-1 zone. However, we are still working on a design and will apply for it separately.

ENCLOSURES

In support of this application we are enclosing:

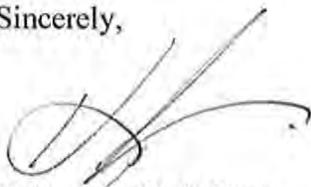
- Application Form
- Title Search
- Letter of Authorization (under separate cover)
- Report prepare by H₂O
- Proposal Plan

Could you please calculate the fees for this application and send me the fee by email. Our client will then contact your office and pay them with a Visa card.

Please contact me if you have any questions or need any additional information.

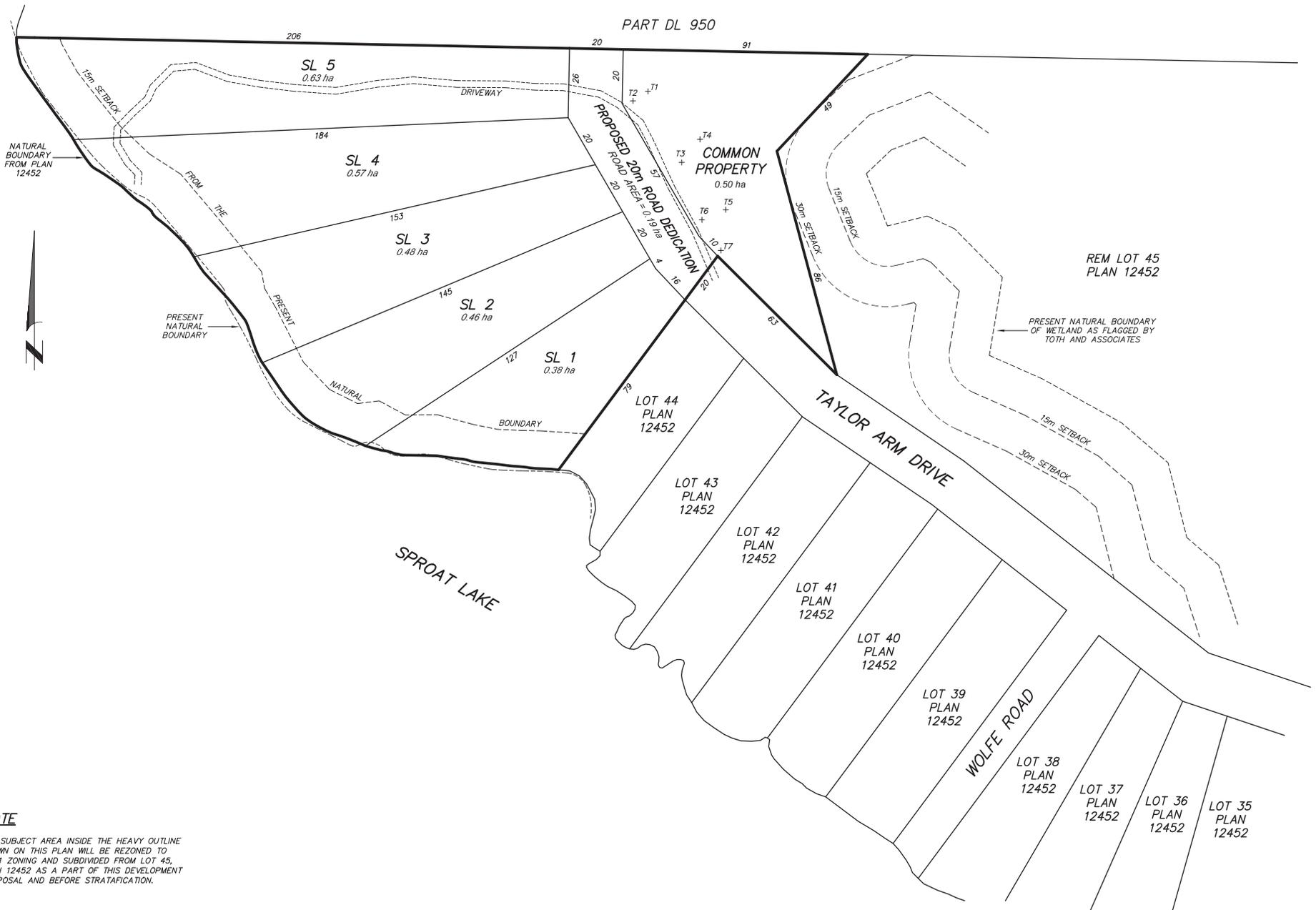
We look forward to working with you on this project.

Sincerely,



Helen MacPhail Sims
Office Manager

HMS/tj
Enclosures



NOTE

THE SUBJECT AREA INSIDE THE HEAVY OUTLINE SHOWN ON THIS PLAN WILL BE REZONED TO RA-1 ZONING AND SUBDIVIDED FROM LOT 45, PLAN 12452 AS A PART OF THIS DEVELOPMENT PROPOSAL AND BEFORE STRATIFICATION.

**PROPOSED BARE LAND STRATA PLAN
OF LOT 45, DISTRICT LOT 622,
CLAYOQUOT DISTRICT, PLAN 12452.**

SCALE 1:1000



LEGEND

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.
ALL DISTANCES ALONG CURVES ARE ARC DISTANCES.
ALL DIMENSIONS AND AREA ARE SUBJECT TO FINAL SURVEY.

- DL DENOTES DISTRICT LOT
- REM DENOTES REMAINDER
- ha DENOTES HECTARES
- SL DENOTES STRATA LOT
- +T7 DENOTES TEST PIT LOCATION

No.	DATE	REVISION
1	2020/12/22	INITIAL PROPOSAL
2	2021/01/08	MODIFIED LAYOUT

SIMS ASSOCIATES

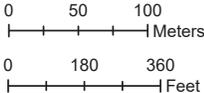
LAND SURVEYING LTD.
223 FERN ROAD W.
QUALICUM BEACH, B.C. V9K 1S4
PHONE: 250-752-9121
FAX: 250-752-9241
FILE NUMBER: 19-236-S
DRAWING NUMBER: 19-236 P2.DWG
DATE: 2021/01/08



RD21005 - LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452

Prepared 7 June 2021, ACRD.
Orthophoto mosaic 2014/2018, ACRD

Scale: 1:3,500

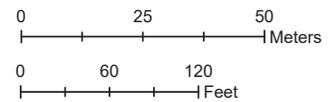




RD21005 - a portion of LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452
to be rezoned

Prepared 7 June 2021, ACRD.
Orthophoto mosaic 2014/2018, ACRD

Scale: 1:1,000





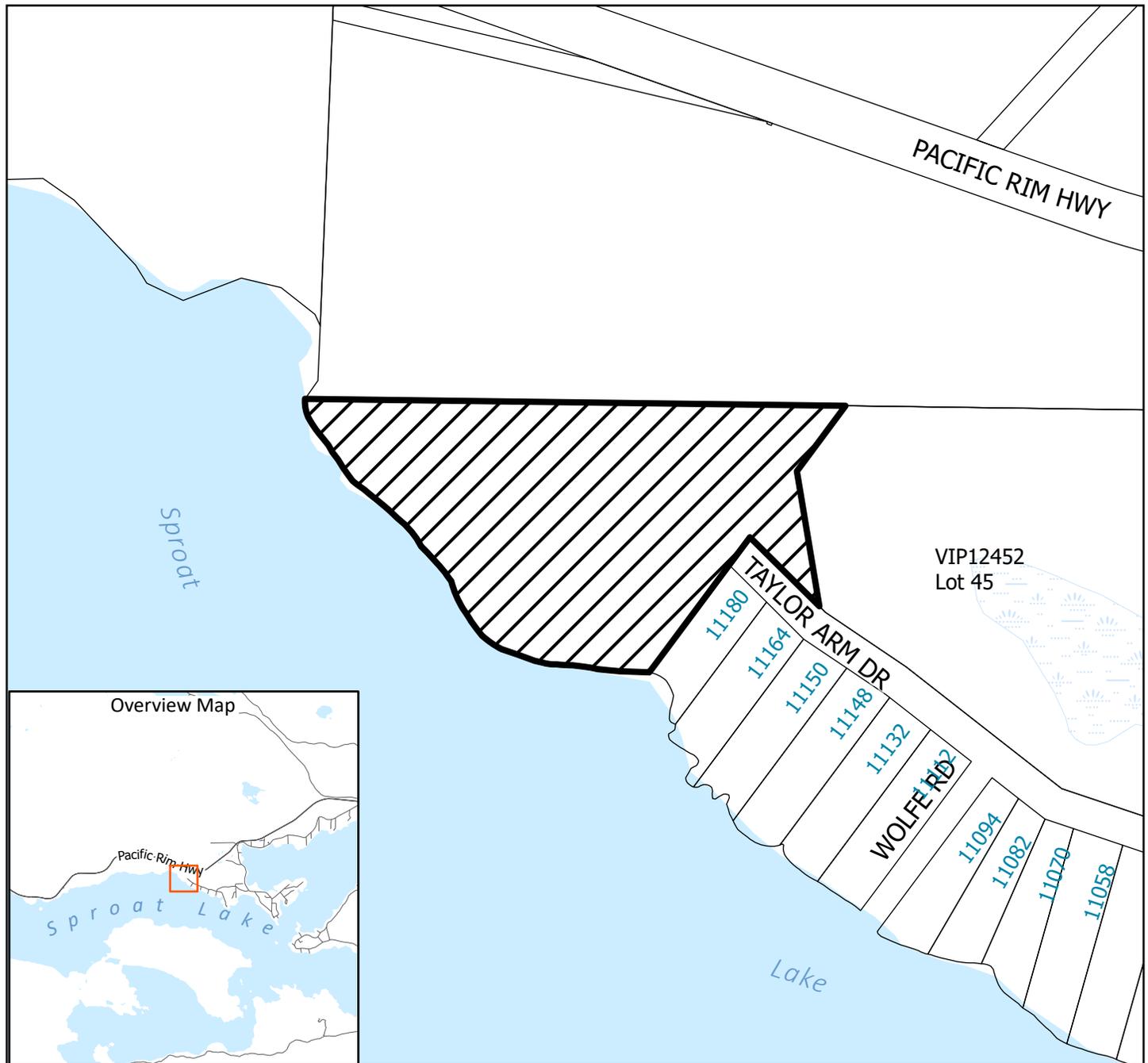






Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1430

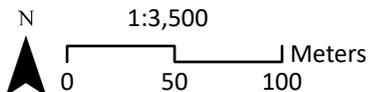


P1430 Mykyte

Legal Description: a portion of LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452



To be rezoned from Forest Rural (A3) District to
Acreage Residential (RA3) District





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Development Variance Application

MEETING DATE: June 23, 2021

ACRD FILE NO.: DVD20011

APPLICANT: Dale Mykyte

LEGAL DESCRIPTION: LOT 1 SECTION 88 CLAYOQUOT DISTRICT PLAN 28943

LOCATION: 9648 Stirling Arm Crescent, Port Alberni

ELECTORAL AREA: "D" Sproat Lake

APPLICANT'S INTENTION: The applicant has applied for a development variance permit to reduce the required watercourse setback to accommodate construction of a detached shop and additions to the single family dwelling including a portico and deck.

Recommendation: *THAT the Board of Directors consider issuing development variance permit DVD20011, subject to neighbouring properties being notified as per Local Government Act s.499.*

Development Variance DVD20011:

- i. Development variance of Section 6.2(4)(a) to reduce the watercourse setback from 30.48 m (100 ft) to:
 - 5.0 m (16.4 ft) for construction of an accessory building;
 - to 8.0 m (26.25 ft) for construction of a portico addition to the single family dwelling; and
 - 3.5 m (11.48 ft) for construction of a deck addition to the single family dwelling.

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notify neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At a subsequent meeting, the Board issues or denies the development variance permit.

Advisory Planning Commission Recommendation: The Sproat Lake APC reviewed this application at their June 10, 2021 meeting. Their recommendation is to support the application.

DVD20011

Observations

- i. **Status of Property:** The property is 0.57 ha (1.4 ac) in size. There is a single family dwelling located towards the centre of the southern portion of the lot, closer to the lake. The property slopes from Stirling Arm Crescent, southerly to the shoreline of Sproat Lake. Similar residential properties are to the east and west, with a larger rural residential property to the north, across Stirling Arm Crescent. There is a seasonal tributary watercourse that dissects the property along the east lot line.
- ii. **Services**
 - a. **Sewage Disposal:** The existing onsite sewage disposal system was installed at the time the original home was built in 1976/1977. Documentation on file from the Central Vancouver Island Health Unit, dated July 5, 1991, confirms that the existing system is adequate to support the rebuild of the home in 1991.
 - b. **Water Supply:** On-site water system.
 - c. **Fire Protection:** Sproat Lake Volunteer Fire Department.
 - d. **Access:** Access to the property is from Stirling Arm Crescent.

iii. Existing Planning Policies Affecting the Site

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Sproat Lake Official Community Plan (OCP) designates the subject property as Residential Use.

The property is impacted by Development Permit Area I – Riparian Areas Protection (DPA I). DPA I is used to ensure that the ecological values of riparian and wetland habitats have been considered prior to development and that measures will be taken to limit or avoid damage to these ecosystems.

This DPA I applies to all lands within 15 m (49.21 ft) of Sproat Lake and minor streams. Issuance of a development permit is required, and an application including environmental report, has already been submitted to the ACRD.

The proposal and current use of the property complies with the Sproat Lake Official Community Plan. If approved, issuance of a development permit will be concurrent with issuance of the development variance permit.

- c. **Zoning:** The property is zoned Acreage Residential (RA2) District.

Bulk and Site Regulations		
Single Family Dwellings	Required	Proposed
Front lot line setback:	12.19 m (40 ft)	-
Rear yard setback:	9.14 m (30 ft)	-
Side yard setback:	4.57 m (15 ft)	-
Accessory Buildings	12.19 m (40 ft)	-
Front lot line setback:	12.19 m (40 ft)	-

DVD20011

Rear yard setback:	0.304 m (3 ft)	-
Side yard setback:	0.304 m (3 ft)	-
Watercourse	30.48 m (100 ft)	3.5 m (11.48 ft) at the closest point

The siting of the existing single family dwelling does not comply with the required 30.48 m (100 ft) watercourse setback. The permit for the original home was issued in 1977. Documentation on file indicates that this structure was destroyed by fire, and another permit for a single family dwelling was issued in 1991. The existing home complies with front, rear and side yard setbacks. It is unknown as to why a variance was not required to accommodate the watercourse setback reduction.

In order to accommodate the construction of a new shop and additions of a deck and portico to the single family dwelling, a reduction of the watercourse setback is required.

Comments: The applicant intends to build a new shop and complete additions and renovations to the existing home, including a portico entryway and new deck. A reduction of the watercourse setback is necessary to accommodate these projects.

The applicants have engaged Toth and Associates Environmental Services to complete an environmental assessment associated with the proposed developments and potential impacts to the affected watercourse. The report recommends replanting of native plants in various areas, sediment control measures and riparian protection during construction. A development permit application is in progress.

Planning staff are of the opinion that the variance application is reasonable as the siting of the shop considers topography, access and minimized tree removal and grading. The additions to the home will not result in a significant increase to the footprint within the DPA and riparian area of the watercourse, as there are a number of existing landscaping and structural features already in that area.

Staff recommend that the Board of Directors consider the application and proceed with neighbour notification.

Submitted by:



Charity Hallberg Dodds, Planning Technician

Reviewed by:



Mike Irg, MCIP, RPP, GM of Planning and Development

DVD20011



Reviewed by:

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

DVD20011

BUILDING HEIGHT
 EXISTING AVERAGE GROUND (FEET)
 CORNER 1 = 131.579'
 CORNER 2 = 130.269'
 CORNER 3 = 124.741'
 CORNER 4 = 128.888'

 = 128.914'

MAX HEIGHT = 12'-0" (3.657m)
 REQUIRED SETBACK = 3'-0" (0.914m)
 ACTUAL SETBACK = 15'-0" (4.572m)

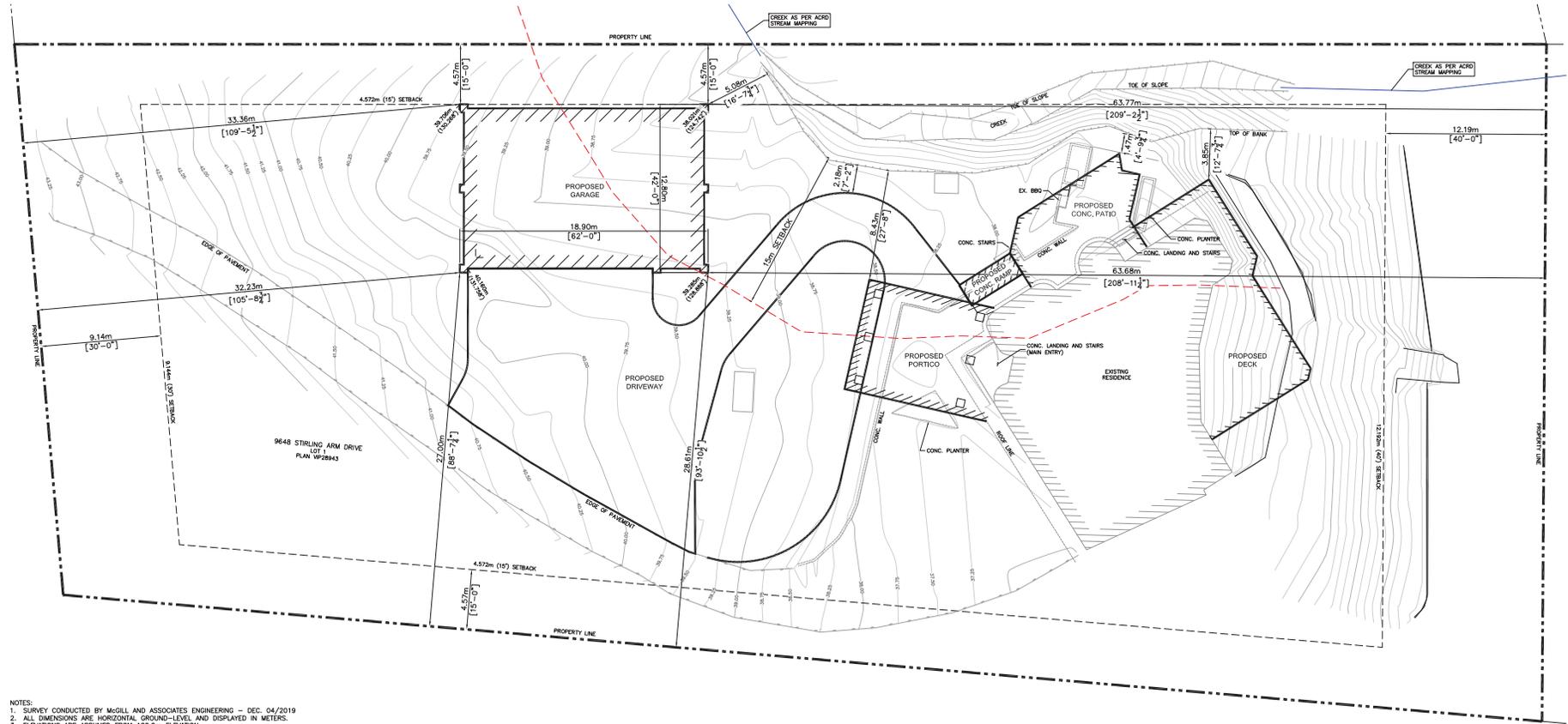
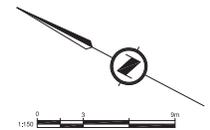
HORIZONTAL DIST. FROM SETBACK = 12'-0"
 ALLOWABLE VERTICAL INCREASE IN HEIGHT = 6'-0"
 1'-0" VERT. FOR EVERY 2'-0" HORIZ. (6.5.2c)

AVERAGE HEIGHT = 128.914'
 MAX HEIGHT = 12'-0"
 VERTICAL INCREASE = 6'-0"

MAX BUILDING HEIGHT = 146.914'
 PROPOSED BUILDING HEIGHT = 151.914'
 (5'-0" VARIANCE REQUIRED)

SITE STATISTICS

SITE COVERAGE: 25%
 SITE SqFt: 23844.5 SqFt
 MAX COVERAGE: 5961.125 SqFt
 GARAGE: 2000 SqFt
 MAIN BUILDING: 3602.5 SqFt
 FOOTPRINT SqFt: 5602.5 SqFt (23.5%)



- NOTES:**
 1. SURVEY CONDUCTED BY MCGILL AND ASSOCIATES ENGINEERING - DEC. 04/2019
 2. ALL DIMENSIONS ARE HORIZONTAL GROUND-LEVEL AND DISPLAYED IN METERS.
 3. ELEVATIONS ARE ASSUMED FROM 100.00m ELEVATION
 4. LEGAL BOUNDARIES HAVE BEEN DRAFTED AND ROTATED BASED ON LOCATED LEGAL PINS.

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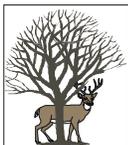
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A	ISSUED FOR DEVELOPMENT VARIANCE	2020/12/23	CM	TD		
NO.	REVISION DESCRIPTION	DATE	BY	APP'D	DWG File Name	SCALE



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 4018 ELIZABETH STREET
 FORT ALBERT, B.C. V0Y 6L7
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DALE MYKYTE
 9648 STIRLING ARM DRIVE - SHOP
 SITE PLAN

SHEET No.	C01
1 of 1	REV. B
DRAWING No.	3913 - C01



Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0

Tel: (250) 390-7602

E-mail: stoth@shaw.ca

July 23, 2020

Dale Mykyte,

9648 Stirling Arm Crescent

Port Alberni, B.C. V9Y-9C8

Re: Environmental Assessment of proposed construction on 9648 Stirling Arm Crescent (PID# 001-455-443), Sproat Lake.

Introduction

I conducted a survey of the proposed site of a new shop building, driveway and the footprint of proposed renovations to the existing single family house on the 0.57 ha property located at 9648 Stirling Arm Crescent on February 11, 2020. Environmental sensitivities on the subject property include Sproat Lake and an unnamed seasonal tributary drainage along the east side of the property.

The proposed development includes construction of a 13 m x 20 m shop building, new section of driveway, portico, and ramp leading to a new patio and deck (Figure 1).

Background Review

The Alberni Clayoquot Regional District (ACRD) designates riparian areas along streams as Riparian Areas Protection Development Permit (DPA 1) Areas. The Sproat Lake Official Community Plan Bylaw (No. P1310, Schedule A, June 11, 2014) indicates that the DPA 1 area for Sproat Lake and minor streams includes all lands within 15 m of the high water mark. Therefore, the ACRD will require a Development Permit application for any proposed works within the 15 m DPA 1 area.

Section 6.2 of the *Alberni-Clayoquot Zoning By-law 1971* indicates that “Notwithstanding anything else contained in this By-law, except where relief is granted by the Water Resources Service of the Department of Lands, Forests and Water Resources, no building shall be constructed:

- a) Within 7.62 meters [25 feet] of the natural boundary of a lake or within 30.48 meters [100 feet] of the natural boundary of any other natural water course or source of water supply (other than a well, which is governed by the Sanitary Regulations, 1917), or
- b) On ground surface less than 0.609 meters [2 feet] above 200 Year flood level (other than flood caused by tsunami) where it can be determined, or, where it cannot be determined, 3.048 meters [10 feet] above the natural boundary of a lake or any other natural water course in the immediate flood hazard area”.

Therefore, while the Riparian Areas Protection DPA applies to all lands within 15 m of the high water mark of Sproat Lake and the seasonal tributary drainage, the Zoning Bylaw permits

intrusions within the DPA for the siting of buildings to within 7.62 m of the natural boundary of Sproat Lake, but does not allow buildings within 30.48 m of the seasonal tributary drainage (exceeding the DPA by 15.48 m) without permission granted from the Department of Lands, Forests and Water Resources. According to provincial records, this department has not existed since 1975.

Biophysical Description

The subject property is located along the south facing shore of Stirling Arm. The 15 m Riparian DPA of Sproat Lake on the property consists of a landscaped garden area on the south side of the existing house (Photograph 1), with a low concrete wall at the toe of the landscaped area (Photographs 2 & 3). Additional existing footprints within the Riparian DPA include concrete steps leading from the house to the beach, a dock (Photograph 4), and a gravel boat launch along the west side of the property (Photograph 5). Beach substrates appear to be largely non-native rounded small gravels.

The 15 m Riparian DPA of Sproat Lake merges with the 15 m Riparian DPA of the unnamed seasonal tributary drainage along the east side of the property (Figure 2). The potential for fish to utilize the seasonal drainage appears to be restricted by a 1 m high barrier at the high water mark of Sproat Lake (Photograph 6), steep gradient through approximately the lower 20 m of the drainage (Photographs 7 & 8), and seasonal / shallow flows. Based on the topographic survey information the channel gradient through the lower 22 m of the drainage measures 15.9 %.

The unnamed seasonal tributary drainage originates as discharge from a seasonal wetland on the north side of Stirling Arm Crescent and crosses under Stirling Arm Crescent in a culvert. The drainage flows in an open channel for approximately 11 m downstream of Stirling Arm Crescent and then enters a pipe (Photograph 9) and is contained underground for approximately 42 m through 9624 Stirling Arm Crescent. The pipe discharges on the downstream side of the driveway access to 9636 Stirling Arm Crescent (Photograph 10) and the drainage flows southwest in an open channel to the east side of the subject property. The total length of open channel is approximately 115 m.

While the wetland upstream of Stirling Arm Crescent appears to be a natural feature, we are not certain whether the remaining open channel sections between Stirling Arm Crescent and Sproat Lake represent a natural watercourse or are entirely man-made / channelized.

DPA 1 – Riparian Areas Protection Guidelines

The following guidelines apply within DPA 1:

- i. Development or alteration should be planned to avoid intrusion into DPA 1 areas and to minimize the impact of any activity on these areas.
- ii. A QEP should be retained for the purpose of preparing a report detailing site conditions and describing any measures that must be taken in order to protect the riparian area.
- iii. Protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance streams, fish habitat or riparian areas.
- iv. In the absence of a report from a QEP, a minimum vegetated buffer of 30 metres between the high water mark and any building or structure should be preserved on major streams free from development, and 15 metres on minor streams or streams.
- v. The total amount of impervious cover on property adjacent to a stream should minimize impact on the receiving aquatic environment. Consideration should be given to reducing

- impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- vi. The construction of a small accessory building such as a gazebo, garden shed or play house may be permitted if all the following apply:
- a) The building is located within an existing landscaped area;
 - b) No native trees are removed;
 - c) The building is located a minimum of 15 metres from the high water mark of a minor stream or 30 metres from the high water mark of a major stream; and
 - d) The total area of the structure is not more than 9.2 m²

Discussion

The proposed shop building will intrude within the 15 m Riparian DPA associated with the unnamed seasonal drainage, and at its closest point will be within approximately 4.4 m of the high water mark of the drainage. The proposed shop building location will likely require a variance from the ACRD for a watercourse setback reduction. Although there is a fairly large available area outside the Riparian DPA, as we understand it the designer (Dave Popove) considered this to be the best location for the shop given the slope of the property and the need for enough space in front of the shop to accommodate a reasonable slope / approach to the front of the building. There are no other areas for siting the shop building that provide a reasonable slope / approach to the building without significant land disturbance, tree removal and grading.

The proposed new section of driveway will provide a looped or circular driveway. The new section of driveway within the Riparian DPA will be largely located on existing landscaped areas.

The proposed renovations to the existing house will not result in a significant increased footprint within the 15 m Riparian DPA. This area largely consists of the existing house, concrete patios, stairs and low walls, along with landscaping. There was some evidence of minor erosion of the slope facing Sproat Lake as a result of patio run-off and there is minimal representation of native vegetation within the landscaped areas. Erosion could be controlled by lining the run-off path below the patio with small stone / drain-rock and habitat could be increased by including more native vegetation within the landscaping.

The bank above the seasonal drainage adjacent to the house is relatively steep and not well vegetated (Photographs 11 & 12). Restoring the area below the top of bank would provide stability to the bank, increase habitat and reduce erosion potential.

Recommendations

We recommend that the area below the top of bank of the seasonal drainage adjacent to the house be planted with native plants. Based on the forest cover and plant species noted within the Riparian DPA on 9648 Stirling Arm Crescent, we recommend the native species listed in Table 1 be planted to restore the area below the top of bank adjacent to the house. We would also recommend planting some native plants within the existing landscaped area facing Sproat Lake. As maintenance of lake views is likely a significant concern, we have limited our recommended plants to lower growing shrubs and herbs. The slope facing Sproat Lake would likely also be a good area for many types of

fruit trees, the height of which could be controlled by purchasing dwarf varieties and through pruning.

Table 1. Recommended plant species for Riparian DPA restoration on 9648 Stirling Arm Crescent

Streamside Area		Lakefront Area	
Sword Fern	<i>Polystichum munitum</i>	Evergreen Huckleberry	<i>Vaccinium ovatum</i>
Deer fern	<i>Blechnum spicant</i>	Saskatoon	<i>Amelanchier alnifolia</i>
Salal	<i>Gaultheria shallon</i>	Red Flowering Currant	<i>Ribes sanguineum</i>
Dull Oregon Grape	<i>Mahonia nervosa</i>	Mountain boxwood	<i>Pachistima myrsinites</i>
		Kinnikinnick	<i>Arctostaphylos uva-ursi</i>
		Tall Oregon-grape	<i>Mahonia aquifolium</i>
		Common Foxglove	<i>Digitalis purpurea</i>
		Woolly Sunflower	<i>Eriophyllum lanatum</i>
		Large-leaved Lupine	<i>Lupinus polyphyllus</i>

Use of unnatural impervious materials within the Riparian DPA should be minimized. Paths should be soft-surfaced or constructed of pervious pavers.

Only environmentally safe pesticides / herbicides and fertilizers should be used in the Riparian DPA.

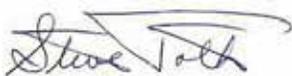
Orange mesh construction fencing should be staked in place at the limit of construction at the closest corner of the proposed shop building to the seasonal drainage, allowing for over-excavation for footings, etc. A row of silt-fencing should be installed behind the construction fencing. No side-cast, vegetation removal or bank disturbance should occur within the protective fencing area. Fencing should be maintained in place for the duration of construction.

All construction waste material should be removed from the Riparian DPA at the end of construction. No burning should occur within Riparian DPA.

No material of any sort is permitted to be deposited below the high water mark of Sproat Lake. No disturbance is permitted below the high water mark without DFO authorization.

Please contact us if you have any questions regarding the contents of this report.

Sincerely,
Steve Toth, AScT. R.P.Bio.



Toth and Associates Environmental Services
Tel. (250) 390-7602
E-mail: stoth@shaw.ca

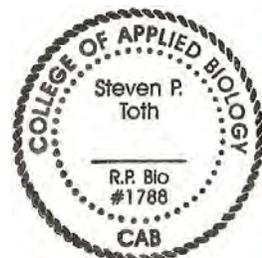


Figure 1. McGill & Associates Topographic Site Plan with proposed development (outlined in red) transcribed from Popove Design's drawing

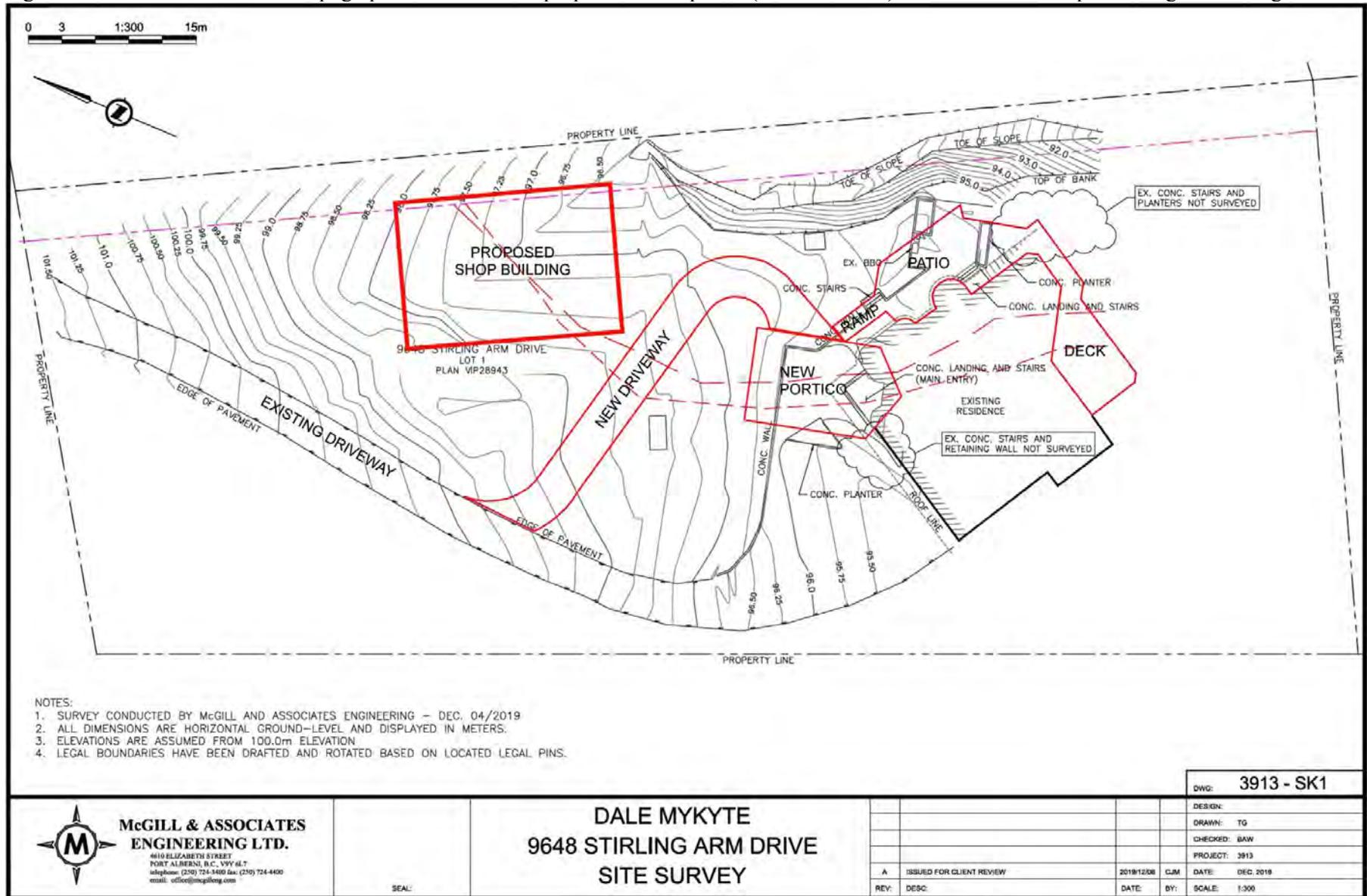


Figure 2. Site features, Riparian DPA boundaries, stream network and development plans overlaid on July 13, 2018 air photo





Photograph 1. February 11, 2020. View from beach to landscaped area on the south side of the house.



Photograph 2. View east along beach with evidence of high water mark.



Photograph 3. View west along high water mark.



Photograph 4. View from beach to dock.



Photograph 5. View of gravel surfaced boat launch.



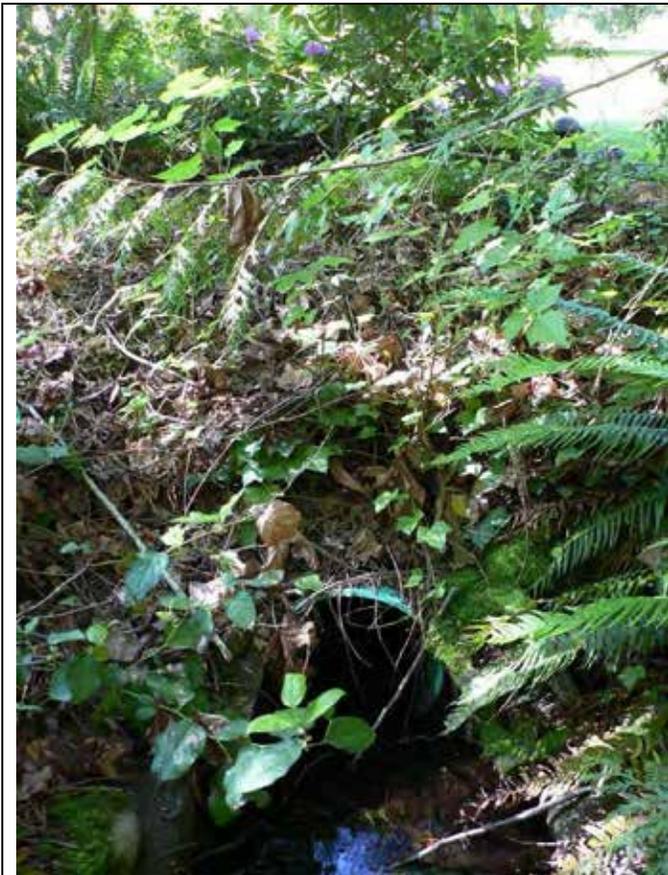
Photograph 6. View of approximate 1 m drop at beach.



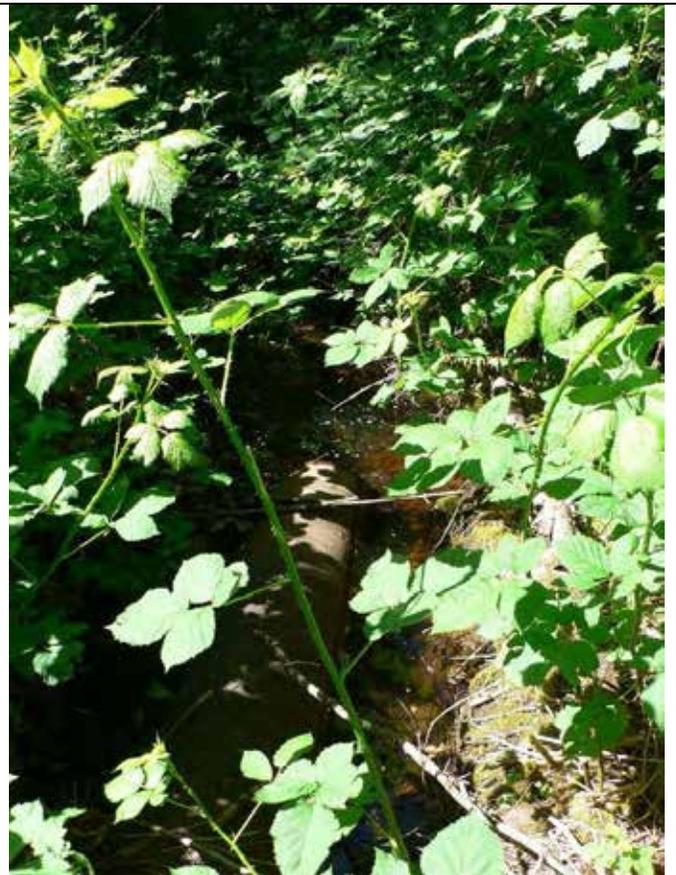
Photograph 7. View downstream on tributary to beach.



Photograph 8. View upstream on tributary from Photograph 7.



Photograph 9. View of drainage entering pipe on 9624 Stirling Arm Crescent.



Photograph 10. View of pipe discharging on 9636 Stirling Arm Crescent.



Photograph 11. View downstream along top of bank adjacent to the house.



Photograph 12. View upstream along top of bank adjacent to the house.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Rezoning Application

MEETING DATE: June 23, 2021

ACRD FILE NO.: RE16008

APPLICANTS: Heidi Grosvenor

LEGAL DESCRIPTION: LOT 1, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN VIP64362

LOCATION: 4720 Dayton Road

ELECTORAL AREA: "E" Beaver Creek

Applicant's Intention: The applicants have applied to rezone their 0.61 hectare (1.5 acre) property located at 4720 Dayton Road from Acreage Residential (RA2) District to Acreage Residential (RA3) District in order to facilitate a two lot subdivision with a 0.6 acre minimum density.

Recommendations:

- THAT Bylaw P1429, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1429 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1429 is subject to:
 - a. Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;
 - b. Meeting technical referral agency requirements.

Advisory Planning Commission Recommendation: The Beaver Creek APC considered this application on June 15, 2021 where they resolved to support the application as presented and concur with the staff recommendation.

RE16008

Observations:

- i) **Status of Property:** The 0.61 hectare (1.5 acre) property is bordered by Arvay Road to the west, Dayton Road to the north and an unbuilt portion of the Maple Street right-of-way to the east. The property is currently accessed from Dayton Road. An existing single family dwelling and detached garage built in 2001 are sited on the north half of the parcel facing Dayton Road. The lot is relatively level, mostly cleared apart from a buffer of vegetation along Arvay Road and bordered by coniferous trees and undeveloped Crown Land to the east. The parent parcel was previously rezoned and subdivided in 1996 to create the subject property.
- ii) **Services**
 - a. **Sewage Disposal:** On-site sewage disposal. Correspondence from the 1996 rezoning application indicated that the Health Inspector would only approve a minimum lot size of 0.6 hectare (1.5 acres) for subdivision due to limitations with on-site sewage disposal. As a condition of rezoning, planning staff recommend that the applicants engage a Registered On-site Wastewater Practitioner to assess the capability of the land to accommodate on-site sewage disposal to a 0.6 acre density.
 - b. **Water Supply:** Beaver Creek Community Water. If the rezoning is successful and the property owner proceeds with subdivision, the applicant will need to satisfy the requirements of Beaver Creek Water System (BCWS) Development Cost Charge Bylaw F1133, including a development cost charge of \$5,023, and any BCWS water connection requirements.
 - c. **Fire Protection:** Beaver Creek Fire Department.
 - d. **Access:** The existing residence is accessed from Dayton Road. The proposed new vacant lot to be created in the south half of the property would be accessed from Arvay Road. The final lot layout would be determined at the subdivision stage.

iii) Existing Planning Policies Affecting the Site

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Beaver Creek Official Community Plan designates the property as "Residential Use". The land use designation policies and objectives promote a range of housing options within the plan area. The Residential Use designation supports a 0.24 hectare (0.6 acre) minimum lot size for lots serviced by community/communal water or sewer. Both lots would be connected to the BCWS. There are no development permit areas that impact development on this property.

The zoning amendment and proposed subdivision complies with the policies and objectives of the Beaver Creek OCP.

- c. **Zoning:** The property is zoned Acreage Residential (RA2) District. The property owner is applying to rezone to Acreage Residential (RA3) District to accommodate a proposed two lot subdivision with a 0.6 acre minimum lot size.

RE16008

	RA2 District (existing)	RA3 District (proposed)
Minimum Lot Area:	1 acre	0.6 acres
Minimum Lot Width:	120 ft.	98.4 ft.
Lot Coverage:	25%	15%
Minimum Setbacks Front:	40 ft.	49.2 ft.
Rear:	30 ft.	32.8 ft.
Side:	15 ft.	16.4 ft.

Rezoning the property to Acreage Residential (RA3) District would allow the flexibility of creating a new lot with a 0.6 acre minimum lot size. The proposal represents a good opportunity for infill development only 450 metres from the City boundary in a neighbourhood typically consisting of smaller lots.

The existing dwelling on the property met the required setbacks in the RA2 zoning when the house was constructed, however the dwelling will not conform to the increased front yard setback required in the RA3 zone. Rezoning this property at this time will make the siting of the house legal non-conforming with the front yard setback in the RA3 district and any future construction on the property will be required to meet the new setbacks.

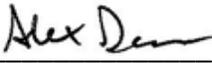
The proposed development requires a rezoning of the subject property from Acreage Residential (RA2) District to Acreage Residential (RA3) District.

Comments: The rezoning will facilitate the subdivision of the subject property into two lots with a minimum lot size of 0.6 acre. If the rezoning application proceeds, the following items would need to be addressed at the subdivision application stage:

- Development Cost Charge payment of \$5,023 for the new lot created, to satisfy the requirements of ACRD Bylaw F1133 and confirmation that the new lot can be serviced by the Beaver Creek Water System.

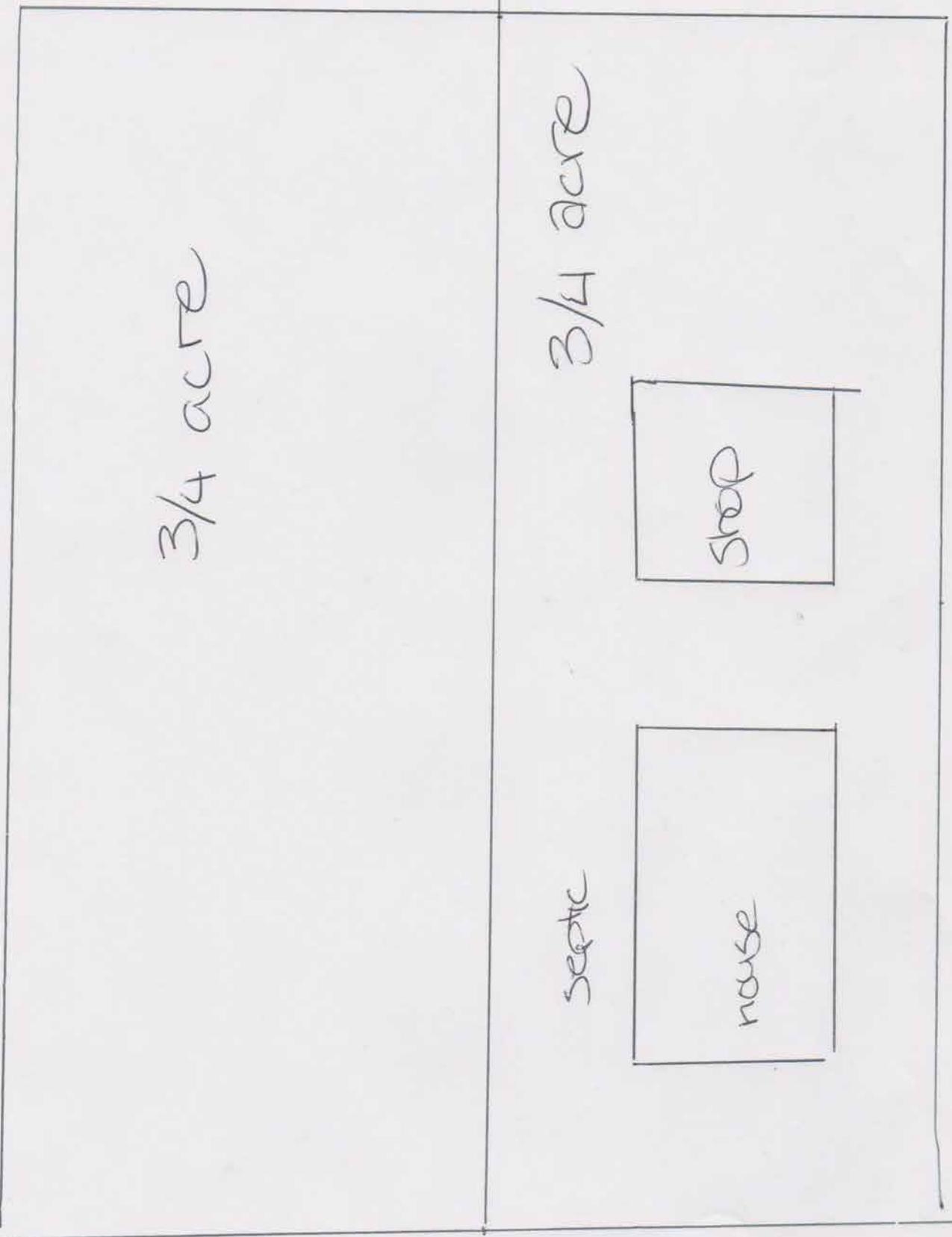
The property was created by subdivision in 1996. Correspondence from the rezoning application that preceded the 1996 subdivision indicated that the Health Inspector at that time would only approve a minimum lot size of 0.6 hectare (1.5 acres) for subdivision. As a condition of rezoning approval, staff recommend that the Board require confirmation from a Registered On-site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density under the current regulations.

Planning staff are supportive of proceeding with the public hearing process for the application. The proposal generally complies with the policies and objectives of the Beaver Creek OCP and represents an opportunity for infill development that is consistent with the surrounding area and in close proximity to the goods and services provided within the City of Port Alberni.

Submitted by: 
 Alex Dyer, MCIP, RPP
 Planning Manager

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

RE16008

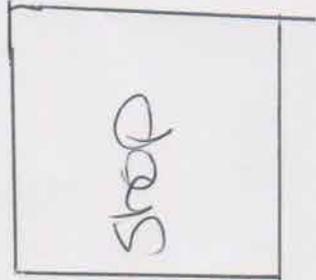
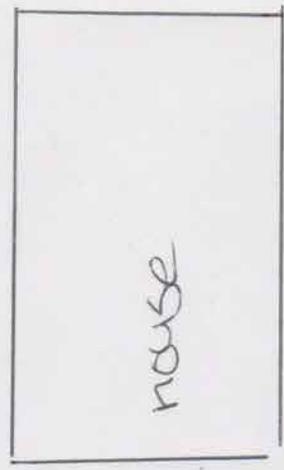


Answer

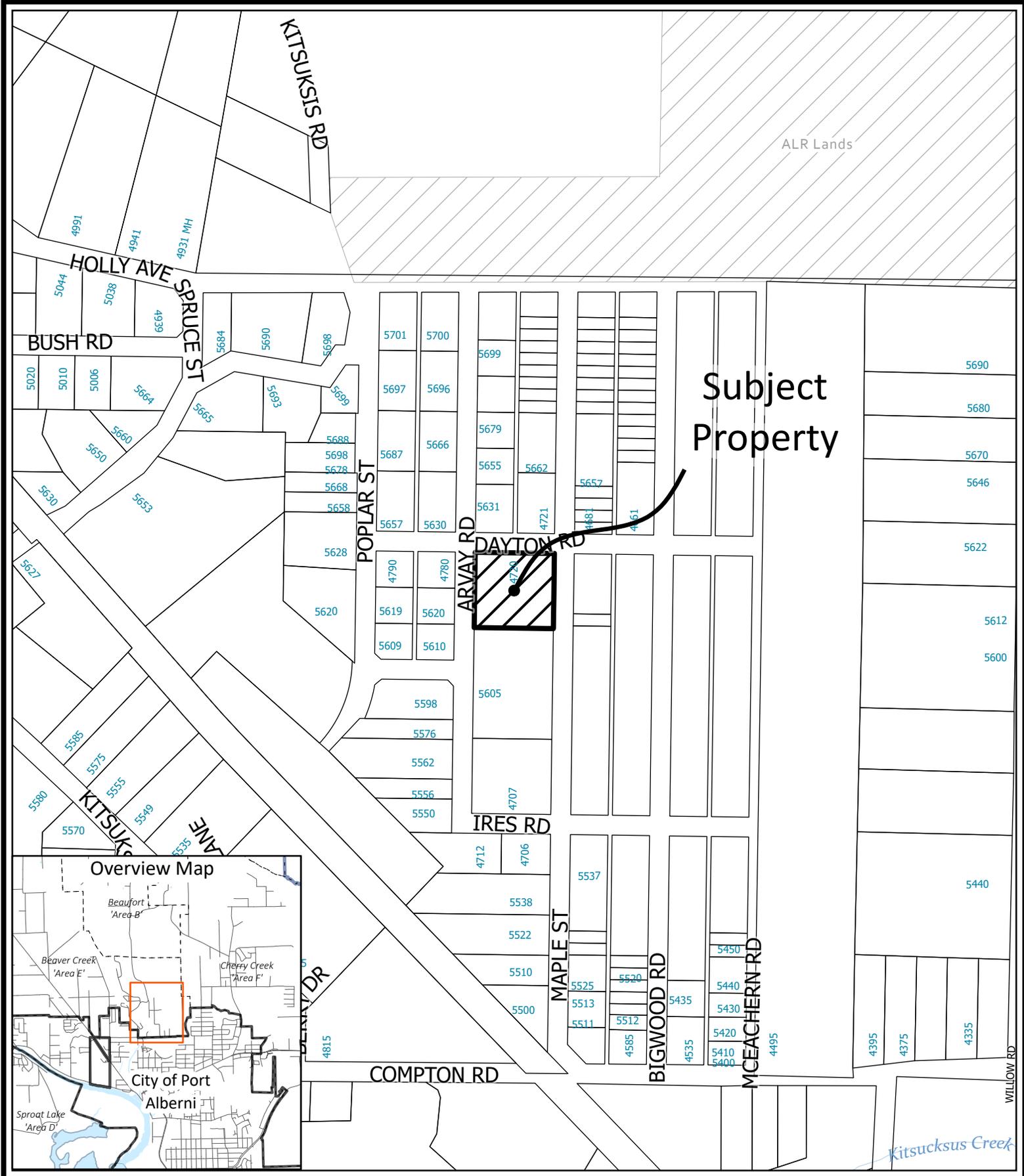
3/4 acre

3/4 acre

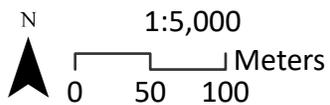
septic



Dayton Rd



Legal Description: LOT 1 DISTRICT LOT 100 ALBERNI DISTRICT PLAN
VIP64362

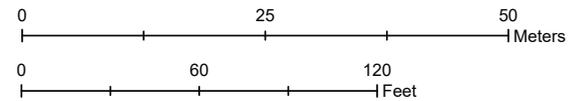




RE16008 – 4720 Dayton Road

Prepared 11 June 2021, ACRD.
Orthophoto 2012, TRIM

Scale: 1:500



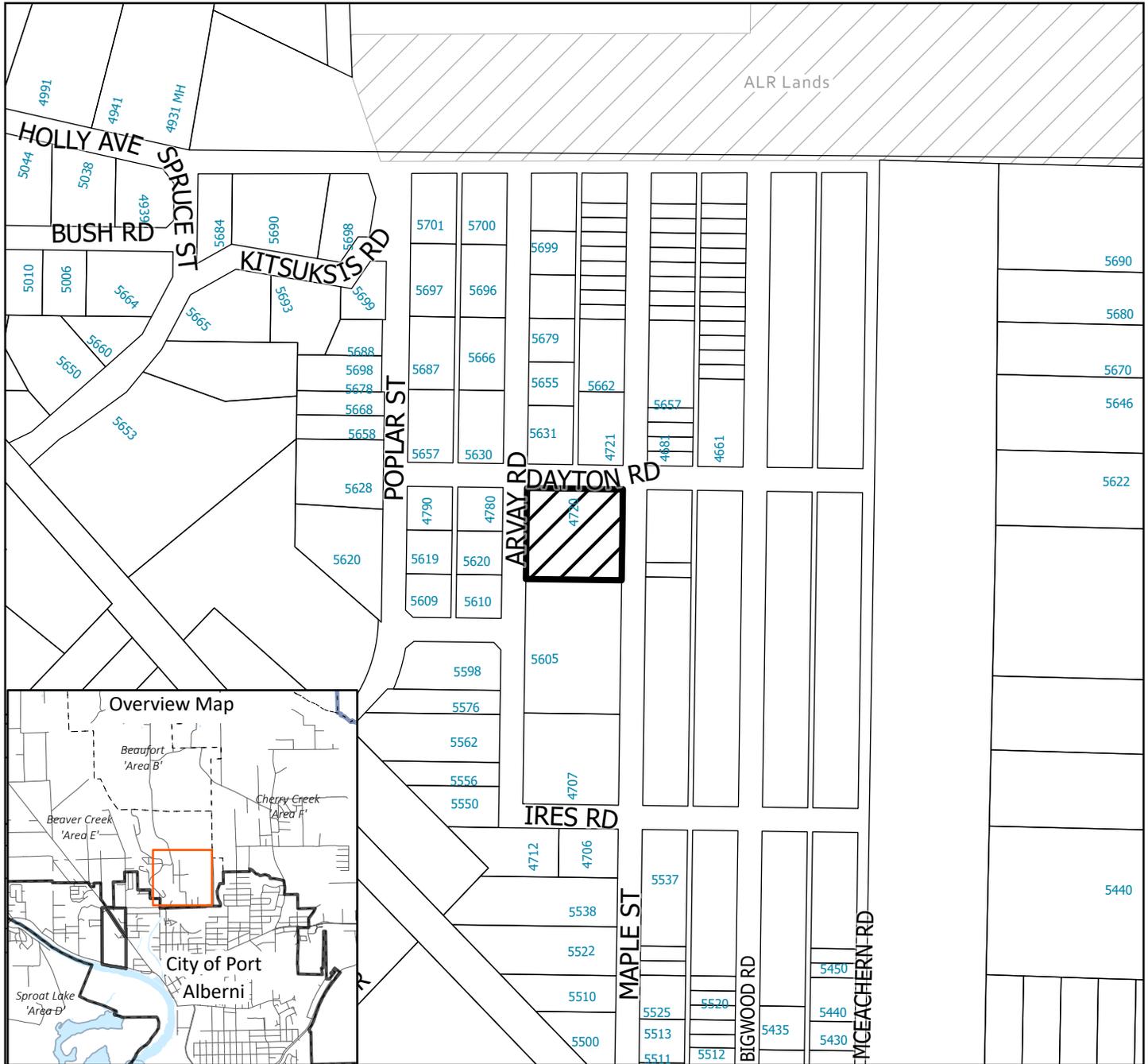






Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1429

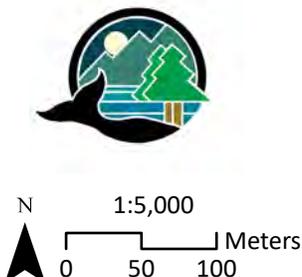


P1429 Grosvenor

Legal Description: LOT 1 DISTRICT LOT 100 ALBERNI DISTRICT PLAN VIP64362



To be rezoned from Acreage Residential (RA2)
District to Acreage Residential (RA3) District





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Rezoning Application

MEETING DATE: June 23, 2021

ACRD FILE NO.: RE21001

APPLICANTS: Raymond and Cheryl Schwager

LEGAL DESCRIPTION: LOT A, DISTRICT LOT 31, ALBERNI DISTRICT, PLAN 4788

LOCATION: 7799 Beaver Creek Road

ELECTORAL AREA: "E" Beaver Creek

Applicant's Intention: The property owner is applying to rezone a portion of their 1.9 hectare (4.7 acre) property located at 7799 Beaver Creek Road from Small Holdings (A1) District to Acreage Residential (RA3) District in order to accommodate a two lot subdivision. The area to be rezoned is a +/- 0.48 hectare (1.2 acre) portion lying outside of the Agricultural Land Reserve (ALR) on the south side of the property adjacent to Beaver Creek Road. The remainder of the property would retain the Small Holdings (A1) District zoning and would remain in the ALR.

Recommendations:

- THAT Bylaw P1431, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1431 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1431 is subject to:
 - a. Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;
 - b. Meeting technical referral agency requirements.

Advisory Planning Commission Recommendation: The Beaver Creek APC considered this application on June 15, 2021 where they resolved to support the application and recommend

RE21001

that the rezoning be referred to the Kackaamin Family Development Centre as part of the agency referral process for the public hearing.

Observations:

- i) **Status of Property:** The 1.9 hectare (4.7 acre) property is mostly level with all of the improvements located on the southerly +/- 1 acre non-ALR portion of the property adjacent to Beaver Creek Road. The property is 203 feet wide at the road frontage, 1,180 feet deep along the west lot line and 806 feet deep along the east lot line. The north boundary of the property borders onto a portion of the Beaver Creek watercourse. There are two existing dwellings and a number of accessory buildings on the property, including an old non-habitable cabin in the south east corner of the parcel. The property is mostly cleared with some vegetative screening along Beaver Creek Road among the existing improvements. The northerly +/- 3 acre ALR portion of the property is cleared for pasture. The back half of the property was rezoned to A1 in 1993 to permit the construction of the second house on the property, which was also built in 1993.

- ii) **Services**
 - a. **Sewage Disposal:** On-site sewage disposal. As a condition of rezoning, planning staff recommend that the applicants engage a Registered On-site Wastewater Practitioner to assess the capability of the land to accommodate on-site sewage disposal to a 0.6-acre density.
 - b. **Water Supply:** Beaver Creek Community Water. If the rezoning is successful and the property owner proceeds with subdivision, the applicant will need to satisfy the requirements of Beaver Creek Water System (BCWS) Development Cost Charge Bylaw F1133, including a development cost charge of \$5,023, and any BCWS water connection requirements.
 - c. **Fire Protection:** Beaver Creek Fire Department
 - d. **Access:** Both houses on the property are currently accessed via the same shared driveway. A panhandle layout to access the lot at the rear of the property is proposed in the conceptual subdivision design provided by the applicants. Options for accessing the proposed lot at the rear of the property are a new dedicated driveway built within the panhandle or an easement over the existing driveway that would dissect the southerly parcel. The final lot layout and orientation of the access driveway would be determined at the subdivision stage.

- iii) **Existing Planning Policies Affecting the Site**
 - a. **Agricultural Land Reserve:** Approximately 3.5 acres of the property lies within the ALR, however, the applicant is proposing to subdivide the portion of the property lying outside of the ALR.
 - b. **Official Community Plan:** The Beaver Creek Official Community Plan designates the non-ALR portion of the property as "Residential Use" and the ALR portion as "Agriculture Use". The objective of the Residential Use designation is to provide a range of housing options within the plan area. The designation supports a 0.24 hectare (0.6 acre) minimum lot size for lots serviced by community/communal water or sewer. The lots

RE21001

would both be connected to the BCWS.

The north boundary of the property is bordered by the natural watercourse named as Beaver Creek. The Beaver Creek OCP designates a 15 metre Development Permit Area I – Riparian Areas Protection along the creek. A development permit will be required as part of any future subdivision application.

The area to be rezoned complies with the policies and objectives of the Beaver Creek OCP. A development permit application to satisfy the requirements of DPA I – Riparian Areas Protection will be required at the time of subdivision.

- c. **Zoning:** The property is split-zoned Small Holdings (A1) District and Rural (A2) District. The non-ALR portion of the property subject to the rezoning application is zoned A1.

	A1 District (existing)	RA3 District (proposed)
Minimum Lot Area:	2 acres	0.6 acres
Minimum Lot Width:	165 ft.	98.4 ft.
Lot Coverage:	-	15%
Minimum Setbacks		
Front:	25 ft.	49.2 ft.
Rear:	30 ft.	32.8 ft.
Side:	5 ft.	16.4 ft.

There are a number instances of non-compliance with the current siting requirements in the A1 zone for existing accessory buildings, including the old cabin and shed on the east side lot line and the shop and shed on the west side lot line. The zoning amendment to RA3 would remedy these non-conforming building locations as the R Districts require 3 foot side yard setbacks for accessory buildings, compared with 15 foot side yard setbacks required in A Districts. The lot lines created by the proposed subdivision layout would not create any additional non-conforming building setbacks.

The proposed development requires a rezoning of the non-ALR portion of the subject property from Small Holdings (A1) District to Acreage Residential (RA3) District to facilitate a two lot subdivision.

Comments: The rezoning is the first step in the applicant's proposal to subdivide the property into 2 lots. If the rezoning application proceeds, the following items would need to be addressed at the subdivision application process:

- Development Permit application to address any impact to the riparian area of Beaver Creek which bisects the property along the north boundary.
- Depending on the final lot layout, a Parcel Frontage Waiver may be required to waive the 10% minimum road frontage required by the *Local Government Act* for the proposed lot accessed via panhandle.
- Development Cost Charge payment of \$5,023 for the new lot created, to satisfy the requirements of ACRD Bylaw F1133 and confirmation that the new lot can be serviced by the Beaver Creek Water System.

RE21001

Planning staff are generally supportive of proceeding with the public hearing process for the application as the zoning amendment complies with the policies and objectives of the Beaver Creek OCP and provides an opportunity for development outside of agricultural land that is similar in character with the surrounding area. Planning staff recommend that confirmation of on-site sewage disposal capability to a 0.6 acre minimum density be required as a condition of rezoning approval.

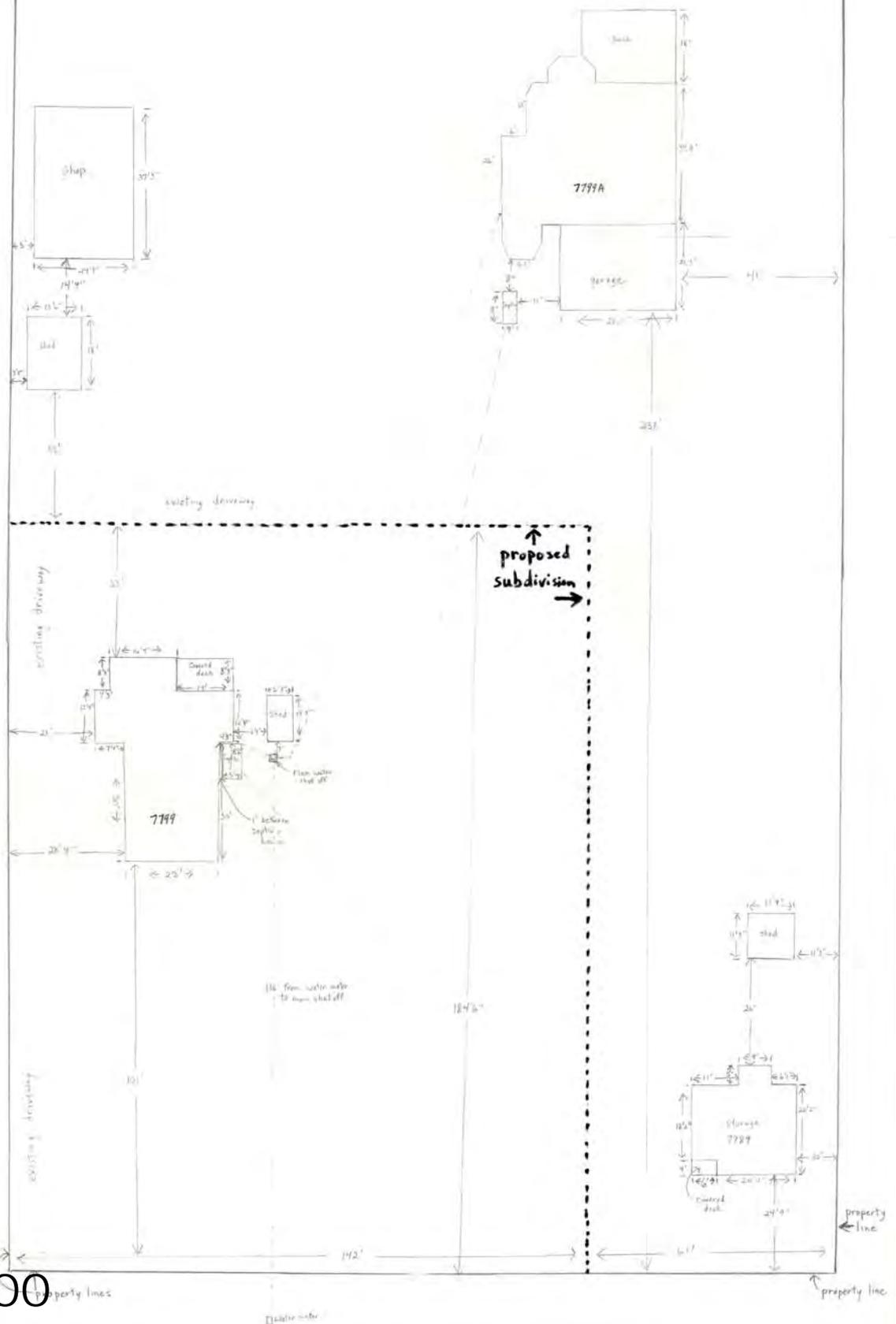
Submitted by: 
Alex Dyer, MCIP, RPP, Planning Manager

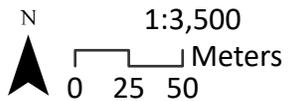
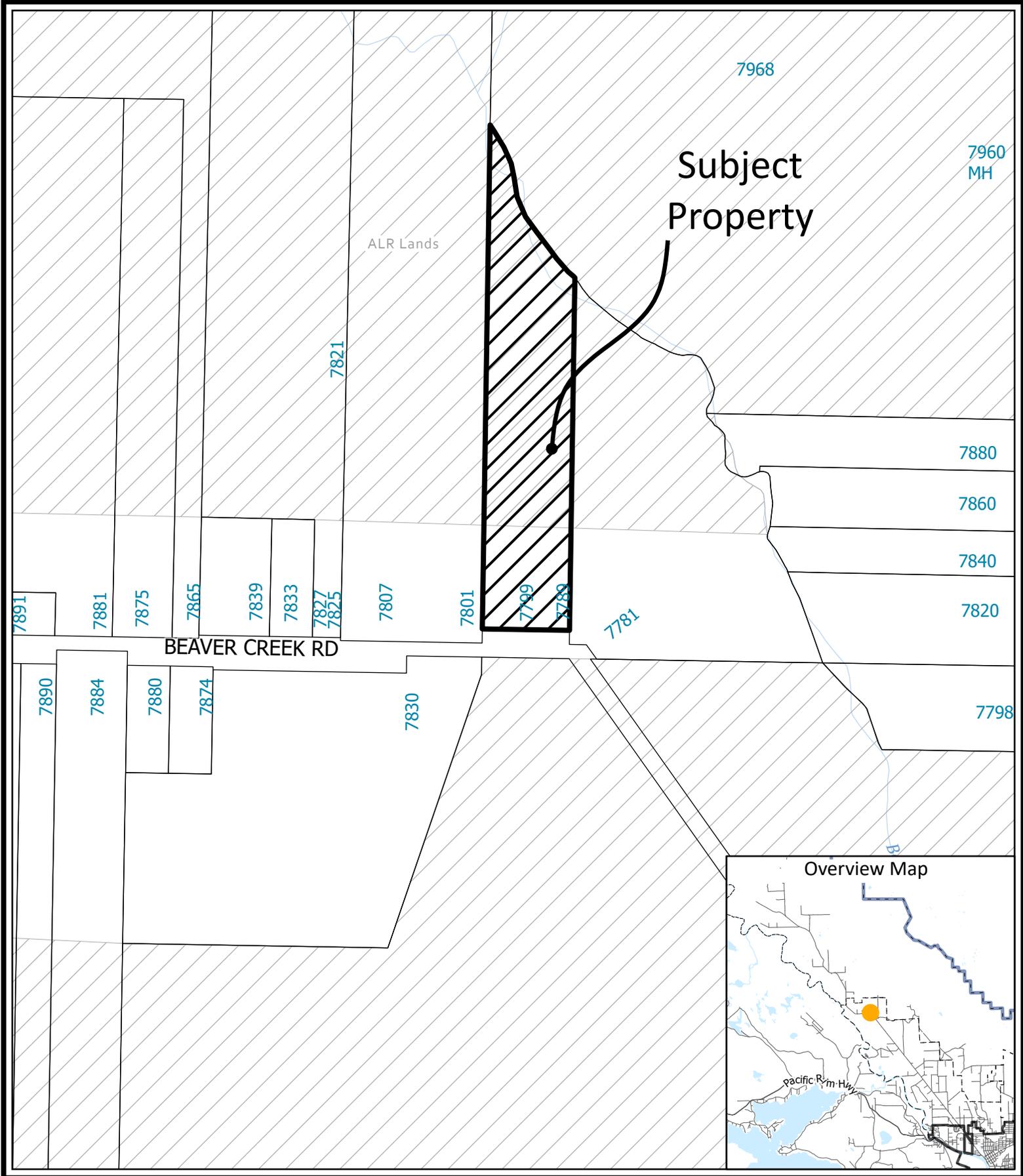
Approved by: 
Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer

RE21001

Ray + Cheryl Schwager 250 724-0264

Plot plan re: proposed subdivision of 7799/7799A Beaver Creek Rd.





7799 Beaver Creek Road
 Legal Description: LOT A, DISTRICT LOT 31, ALBERNI DISTRICT, PLAN 4788



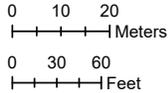
ALR Lands

BEAVER CREEK RD

RE21001 – 7799 Beaver Creek Road

Prepared June 2021, ACRD
Aerial Photo 2012, TRIM

Scale: 1:1,000







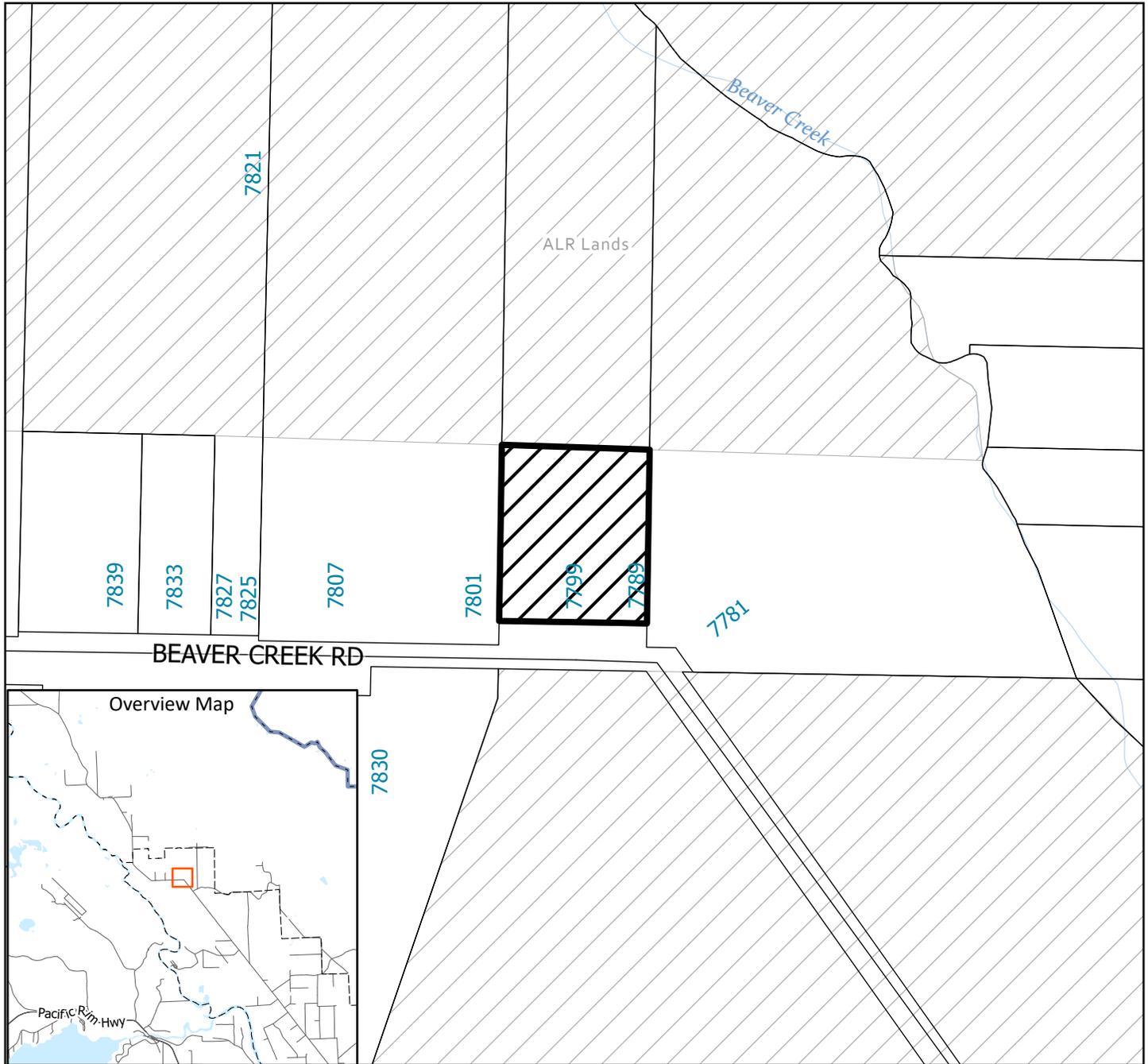




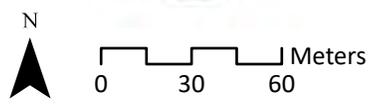
206

Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1431



P1431 Schwager
Legal Description: a portion of LOT A, DISTRICT LOT 31, ALBERNI DISTRICT,
PLAN 4788



 To be rezoned from Small Holdings (A1) District to
Acreage Residential (RA3) District



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

Rezoning Application

MEETING DATE: June 23, 2021

ACRD FILE NO.: RE21004

APPLICANTS: Kenneth Hawkins and Mirijana Jurkic

LEGAL DESCRIPTION: LOT 13, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 6559

LOCATION: 6411 Beaver Creek Rd

ELECTORAL AREA: "E" Beaver Creek

Applicant's Intention: The property owner is applying to rezone their 0.81 hectare (2 acre) property located at 6411 Beaver Creek Road from Small Holdings (A1) District to Acreage Residential (RA2) District in order to accommodate a two lot subdivision with a 1 acre minimum lot size.

Recommendations:

- THAT Bylaw P1432, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1432 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1432 is subject to:
 - a. Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 1 acre density;
 - b. Meeting technical referral agency requirements.

Advisory Planning Commission Recommendation: The Beaver Creek APC considered this application on June 15, 2021 where they resolved to support the application as presented and concur with the staff recommendation.

RE21004

Observations:

i) **Status of Property:** The 2 acre property is 132 feet wide by 660 feet deep. The south half of the property is mostly cleared and slopes up gradually away from Beaver Creek Road. There is an existing dwelling and detached barn located on the southerly 1 acre portion of the property adjacent to the road. The remainder of the property is vacant and mostly treed. There is legal road access to the rear of the property via the Crown Road right-of-way that is partially constructed off Fayette Road.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal. An updated septic system was installed to service the existing house in 2011. As a condition of rezoning, planning staff recommend that the applicants engage a Registered On-site Wastewater Practitioner to assess the capability of the land to accommodate on-site sewage disposal to a 1 acre density.
- b. **Water Supply:** Beaver Creek Community Water. If the rezoning is successful and the property owner proceeds with subdivision, the applicant will need to satisfy the requirements of Beaver Creek Water System (BCWS) Development Cost Charge Bylaw F1133, including a development cost charge of \$5,023, and any BCWS water connection requirements.
- c. **Fire Protection:** Beaver Creek Fire Department.
- d. **Access:** The existing residence is accessed from Beaver Creek Road. The proposed new lot at the rear of the property would also be accessed from Crown Road to the north, off Fayette Road. This portion of Crown Road is undeveloped and partially constructed to the lot line of the subject property. The applicant will be required to construct a new access over this portion of road right-of-way to provide access to the proposed lot.

iii) **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Beaver Creek Official Community Plan designates the property as "Residential Use". The objective of this land use designation is to provide a range of housing options within the plan area. The Residential Use designation supports a 0.24 hectare (0.6 acre) minimum lot size for lots serviced by community/communal water or sewer. Both lots would be connected to the BCWS. There are no development permit areas that impact development on the property.

The zoning amendment and proposed subdivision complies with the policies and objectives of the Beaver Creek OCP.

- c. **Zoning:** The property is zoned Small Holdings (A1) District. The property owner is applying to rezone to Acreage Residential (RA2) District to facilitate the proposed two lot subdivision.

The property is currently non-conforming to the A1 district as the frontage is 132 feet, which does not meet the 165 foot minimum lot width in the A1 zone. Rezoning the

RE21004

property to RA2 would bring the current layout into conformance with the Zoning Bylaw and facilitate the proposed subdivision. The property is directly adjacent to R2 and RA2 zoned lands to the south east and east of the subject property.

	A1 District (existing)	RA2 District (proposed)
Minimum Lot Area:	2 acres	1 acre
Minimum Lot Width:	165 ft.	120 ft.
Lot Coverage:		25%
Minimum Setbacks Front:	25 ft.	40 ft.
Rear:	30 ft.	30 ft.
Side:	5 ft.	15 ft.

The proposed subdivision requires a rezoning of the subject property from Small Holdings (A1) District to Acreage Residential (RA2) District.

Comments: The rezoning would facilitate the subdivision of the property into two lots, each with a 1 acre minimum lot size. If the rezoning application proceeds, the Beaver Creek Water System requirements will need to be considered at the subdivision application process. A Development Cost Charge payment of \$5,023 for the new lot created will be required to satisfy the requirements of ACRD Bylaw F1133 as well as confirmation that the new lot can be serviced by the BCWS.

Planning staff are supportive of proceeding with the public hearing process for the application. The proposed development complies with the policies and objectives of the Beaver Creek OCP and is located adjacent to residential zoned lands that support small acreage lot sizes. The ACRD Board approved a similar rezoning and two lot subdivision on a property 180 metres to the north west in 2016 and supported another small acreage subdivision within adjacent R2 zoned to the south east in 2017. The rezoning provides an opportunity for infill development that is in keeping with the character of the surrounding area.

Submitted by: 
 Alex Dyer, MCIP, RPP, Planning Manager

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

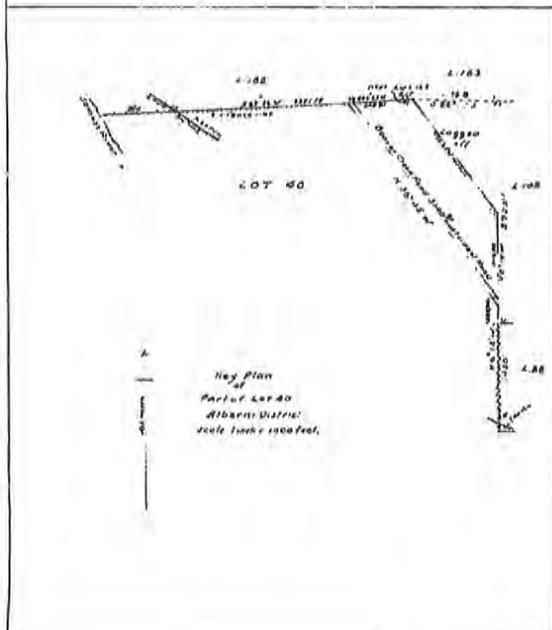
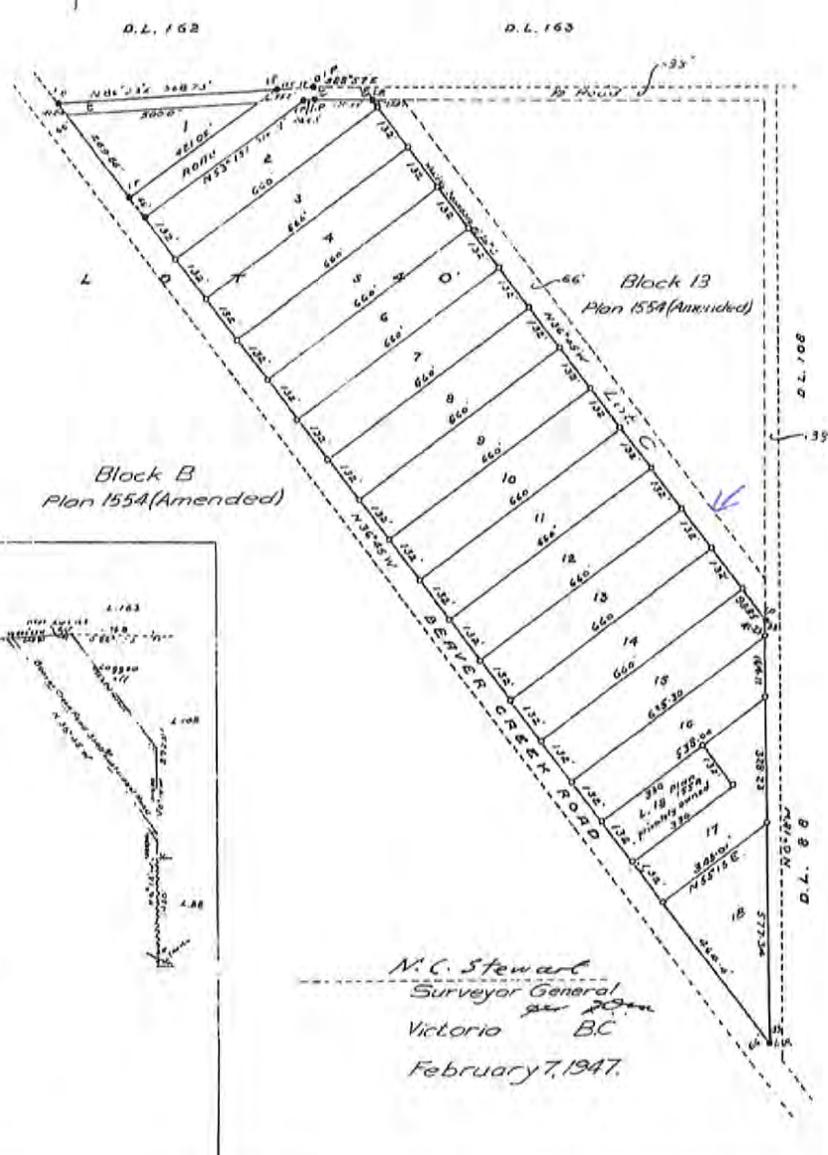
RE21004

Plan of Subdivision of Lots 1 to 10 Inclusive Block 12
 Part of Lot 40
 Registered Plan 1554 (Amended)
 ALBERNI DISTRICT
 Scale 1 inch = 200 feet

Iron Bars set shown thus \blacksquare I.P.
 Old " " found " " \bullet O.I.P.
 Wooden Posts set " " \circ

All Bearings referred to Meridian as obtained
 from West Boundary of Lot 88.

2303
 2304
 2305
 2306
 2307
 2308
 2309
 2310
 2311
 Deposited under Sec 79 of the Land
 Registry Act.
 This 23rd day of August 1907.
 A. J. Stewart
 Deputy Registrar.



N. C. Stewart
 Surveyor General
 Victoria BC
 February 7, 1917.

In first year Alberni, British Columbia
 Land Surveyor made each survey, that
 I was present at and did personally
 supervise and the survey represented by
 this plan, and that the survey was
 completed on the 21st day of July,
 1906.

Sworn before me
 this 23rd day of
 August 1907
 A. J. Stewart
 Deputy Registrar

BOWERMAN EXCAVATING LTD.

PHONE (250) 723-8775

FAX (250) 723-8785

January 15, 2021

Alberni Clayoquot Regional District

Proposed Two Lot Subdivision

Mirijana Jurkic

6411 Beaver Creek Road

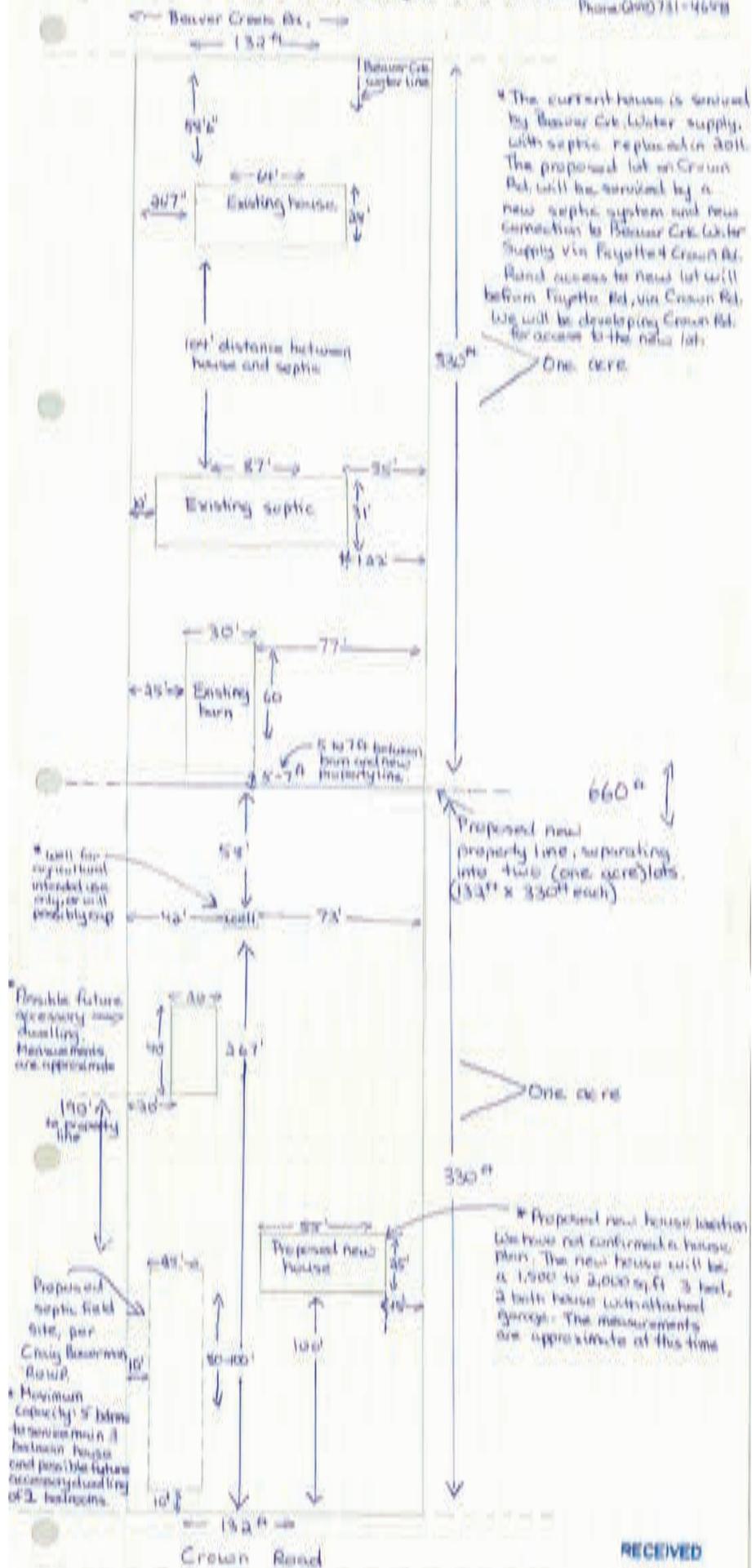
Bowerman Excavating has been requested to located a suitable site to meet current heath regulations for a type 1 septic system on proposed future back lot and have identified a location that will work. The remainder of the property has a system that appears to functioning as intended and was install in 2011 filing number PA11/024.

Any questions please call

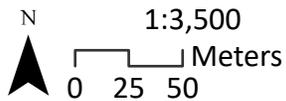
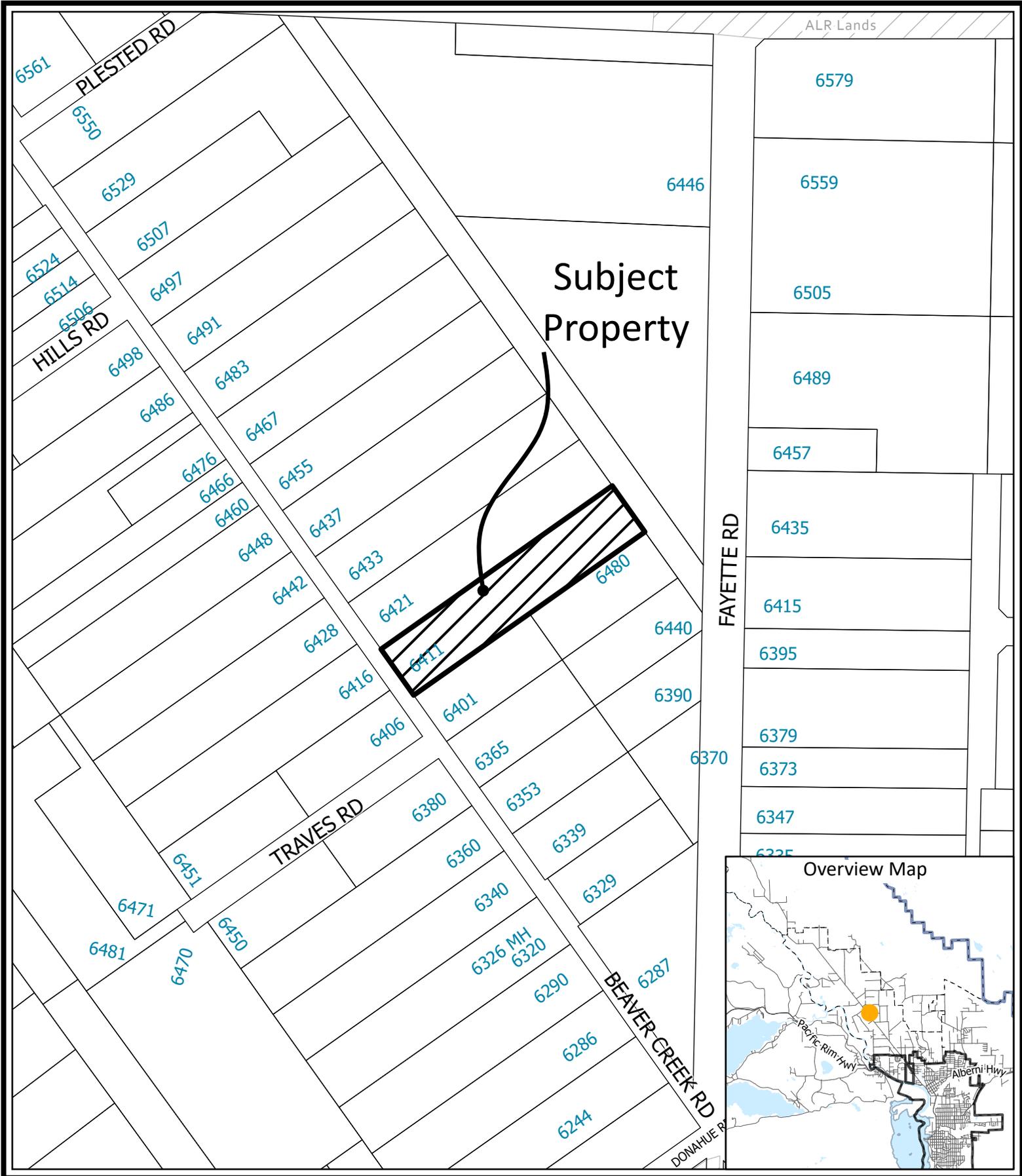
Regards

Craig Bowerman

May 6, 2021

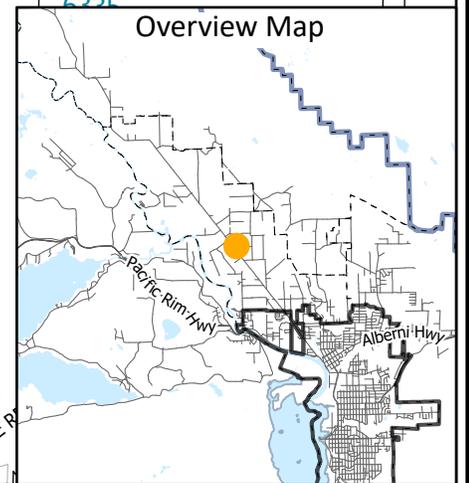


RECEIVED
 MAY 06 2021



6411 Beaver Creek Road

Legal Description: LOT 13, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 6559





RE21004 – 6411 Beaver Creek Road

Prepared 11 June 2021, ACRD.
Orthophoto 2012, TRIM

Scale: 1:650

0 25 50
Meters

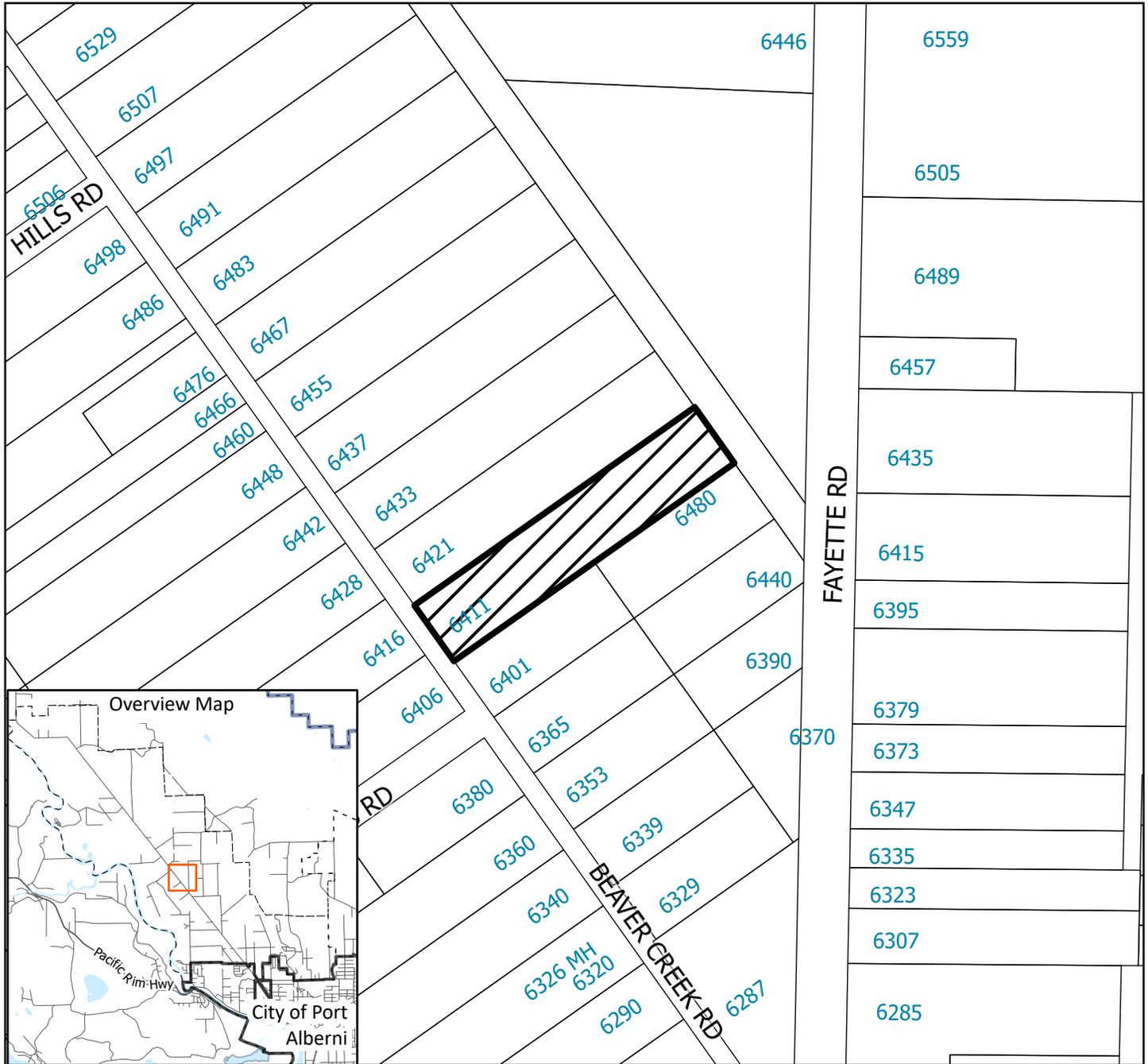
0 60 120
Feet





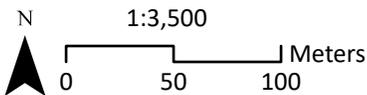
Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1432



P1432 Hwkins Jurkic
Legal Description: LOT 13, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 6559

 To be rezoned from Small Holdings (A1) District to
Acreage Residential (RA2) District





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Telephone (250) 720-2700 Fax (250) 723-1327

MEMORANDUM

To: ACRD Board of Directors
From: Alex Dyer, Planning Manager
Meeting Date: June 23, 2021
Subject: Public Hearing Report for Bylaw P1424 – RF20010 (McIntyre)

Recommendation:

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

Background:

A public hearing for Bylaw P1424 was held electronically using Zoom on Monday, June 14, 2021 at 7:00 pm. The hearing was chaired by Dianne Bodnar, Director for Electoral Area 'F' – Cherry Creek. Planning staff Alex Dyer, Charity Hallberg Dodds and Kathy McArthur participated in the hearing along with the applicant and one (1) member of the public.

There was one (1) letter of correspondence received from the public ahead of the hearing. The letter expressed general concerns about bylaw compliance and the future use of the property. Included with the public hearing minutes are the referral agency comments (Appendix 'A') and the letter of correspondence (Appendix 'B').

Staff introduced the requirement to confirm that the property can accommodate on-site sewage disposal to a one acre minimum density; a condition that has already been satisfied by the applicants with the submission of an assessment from a Registered On-Site Wastewater Practitioner. Staff also introduced and discussed future subdivision requirements to be dealt with at the subdivision application stage including road frontage, development permit area requirements and options to locate a principal residence on the proposed lot that would contain the existing accessory building.

RF20010

The property owner is applying to rezone the 1.4 hectare (3.5 acre) property from Small Holdings (A1) District to Acreage Residential (RA2) District in order to facilitate a proposed two lot subdivision with a 1 acre minimum lot size. Planning staff recommend that the Board of Directors receive the public hearing report and proceed with second and third readings of Bylaw P1424.

Submitted by: Alex Dyer
Alex Dyer, MCIP, RPP, Planning Manager

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

RF20010



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

PUBLIC HEARING MINUTES

June 14, 2021 – ELECTORAL AREA 'F'

Minutes of a Public Hearing held electronically using Zoom, on Monday, June 14, 2021 at 7:00 pm.

Chair: Dianne Bodnar, Director for Electoral Area 'F' – Cherry Creek
Staff: Alex Dyer, Charity Hallberg Dodds, and Kathy McArthur
Applicants: Gordon & Dawn McIntyre
Members of the Public: 1

1. The hearing was called to order at 7:03 pm. Dianne Bodnar recognizes and appreciates that we are holding this hearing within the traditional territories of the Tseshaht and Hupacasath First Nations.
2. Dianne Bodnar introduces herself and Planning staff. Dianne Bodnar explains that the hearing is being held electronically using Zoom, is live streaming and is being recorded. She then asks staff to explain Zoom features and hearing procedures.
3. A. Dyer explains the use of Zoom, Zoom features and necessary hearing procedures. He also confirms that the hearing is being recorded and live streamed on our website.
4. Dianne Bodnar explains that the subject of the hearing is Bylaw P1424. This bylaw is applicable to 6124 Strathcona Street, and is necessary to facilitate a subdivision proposal. She asks that any questions about an unrelated topic be directed to staff after the hearing. She then asks staff to read out the Notice of Public Hearing.
5. The notice is read by A. Dyer as follows:

What it is about: A Public Hearing for residents and property owners within Electoral Area 'F' – Cherry Creek, will be held to consider Bylaw P1424. This bylaw is a zoning atlas amendment to rezone LOT B, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 35521 from Small Holdings (A1) District to Acreage Residential (RA2) District in order to facilitate subdivision to a 1 acre minimum lot size.

How can I learn more: The Public Hearing will be held by the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District. The Board resolution making this delegation, along with Bylaw P1424 and relevant background documents, is available for review online at www.acrd.bc.ca/events/14-6-2021/. Planning staff are available to answer questions through email and/or by phone during normal office hours 8:00 am to 4:30 pm, Monday through Friday, from June 2, 2021 to June 14, 2021.

How can I provide input: During the COVID-19 pandemic, providing an opportunity for public input and safeguarding public health are top priorities for the ACRD. Consider written submissions as an effective means to provide your input. Anyone who feels their interest in property will be affected by the proposed bylaw will be afforded a reasonable opportunity to be heard. Options include participating in the Public Hearing by electronic means using Zoom video conferencing or teleconferencing, and/or submitting correspondence to the ACRD.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES June 14, 2021 – ELECTORAL AREA ‘F’

If you wish to participate in the Public Hearing electronically or by phone, full instructions to do so are available on our website at www.acrd.bc.ca/events/14-6-2021/ or can be provided by contacting Planning staff by email at planning@acrd.bc.ca or by phone at 250-720-2700. This Public Hearing will be recorded and livestreamed on our website. Written correspondence can be submitted to the ACRD by one of the following methods:

- Hard copy to the ACRD office drop slot or by mail to the Planning Department at the address below.
- Email sent to planning@acrd.bc.ca before 4:00 pm, June 14, 2021. Email correspondence will only be considered received if receipt confirmation is provided by ACRD staff.
- Fax sent to 250-723-1327 before 4:00 pm, June 14, 2021. Fax correspondence will only be considered received if receipt confirmation is provided by ACRD staff.

All correspondence must be received by the ACRD no earlier than 8:00 am on June 2, 2021 and no later than 4:00 pm on June 14, 2021. Correspondence submitted and/or received outside of these parameters will not be included in the Public Hearing.

6. Dianne Bodnar explains the purpose of the public hearing and that minutes are being taken. She then asks staff to introduce the proposal.
7. A. Dyer introduces the proposal and includes the following:
 - The agency referral responses received recommended approval subject to conditions outlined in the attached letters or noted interests unaffected. Copies of the referral responses are available for public review on the ACRD website and will be part of the public hearing report considered by the Board (Appendix ‘A’)
 - One (1) letter of public correspondence received which expressed property use and bylaw compliance concerns (Appendix ‘B’)
 - The property owner is applying to rezone their 3.5 acre property to Acreage Residential (RA2) District in order to facilitate a proposed two lot subdivision with a one acre minimum density.
 - Proposal complies with the policies and objectives of the Residential Use designation in the Cherry Creek Official Community Plan, which supports a range of housing options.
 - As a condition of rezoning, the ACRD Board require that the applicants engage a Registered On-Site Wastewater Practitioner to confirm that the property can accommodate on-site sewage disposal to a minimum 1 acre lot size. The applicants have submitted an assessment from Denis Francoeur.
 - Introduced requirements to be addressed at the subdivision application stage to the Ministry of Transportation. Parcel Frontage Waiver may be required depending on the final lot layout. Development permit application to satisfy the Development Permit Area I riparian area requirements along the Kitsuksis Creek ravine.
8. Dianne Bodnar invites the applicants to add any additional information or comments.
9. G. McIntyre addresses H. Grist’s letter, confirming the driveway will remain where it currently is, he will not build three new lots, and he has not altered any of the current plans. He intends to build a new single family



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
June 14, 2021 – ELECTORAL AREA 'F'

dwelling on the new lot with the existing shop and sell the current single family dwelling on the remaining lot. (G. McIntyre held up the site plan, which is included in the report, for H. Grist to view)

10. H. Grist, 6158 Strathcona Street, a direct neighbor asks if a house will be built on the lot that will only have a shop and if they will be selling the lot with the single family dwelling.
11. G. McIntyre confirms they will be selling the lot with the single family dwelling. They are aware they would have to demo the shop on the new lot if they did not build a house on it.
12. A. Dyer adds that the proposed RA2 zone does not allow a shop to be in place prior to the primary residence. Conditions of the rezoning provide G. McIntyre three options:
 - build a new single family residence and keep the shop on the new lot
 - move the lot lines to include the shop in the lot with the existing single family dwelling
 - remove the shop on the new lot
13. Dianne Bodnar explains that no new information can be received by members of the Board of Directors between the end of the hearing and the Board meeting scheduled for June 23rd. If any Board member does so, the hearing would be invalidated and would have to be held again. She clarifies that the applicants and members of the public are welcome to speak to ACRD staff, but not to Board members.
14. Dianne Bodnar calls three times for further representations and comments from the public.
15. Hearing no further input, the hearing is terminated at 7:17 pm.

Certified Correct:

Dianne Bodnar, Director for Electoral Area 'F' – Cherry Creek

Minutes Prepared by:

Kathy McArthur, Planning Assistant



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1424 ACRD FILE NO.: RF20010 (McIntyre)

APPLICANT NAME: Gordon & Dawn McIntyre

ACRD CONTACT: Charity Hallberg Dodds

Date of Referral: April 26, 2021

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Applicant to adjust proposed subdivision plan to include 2 400 SF accessory building on the lot with the existing dwelling or provide a complete building permit application for a new dwelling on the +/- 2.5 acre proposed parcel prior to final hearing.

Agency (please print): Alberni-Clayoquot Regional District

Name (please print): Luc Stefani

Title: Building Inspector

Signature: _____

Date: 5/28/21



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1424 ACRD FILE NO.: RF20010 (McIntyre)

APPLICANT NAME: Gordon & Dawn McIntyre

ACRD CONTACT: Charity Hallberg Dodds

Date of Referral: April 26, 2021

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

[Large empty rectangular box for comments or notes]

Agency (please print): Cherry Creek Fire Dept.
Name (please print): Lucas Banton Title: Fire Chief
Signature: Lucas Banton Date: 27 April 2021



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1424 ACRD FILE NO.: RF20010 (McIntyre)

APPLICANT NAME: Gordon & Dawn McIntyre

ACRD CONTACT: Charity Hallberg Dodds

Date of Referral: April 26, 2021

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

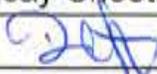
Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please print): School District 70 Pacific Rim

Name (please print): Lindsay Cheetham

Title: Secretary-Treasurer

Signature: 

Date: 4/27/21



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y2E3 Telephone (250)720-2700 Fax(250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1424 ACRD FILE NO.: RF20010 (McIntyre)

APPLICANT NAME: Gordon & Dawn McIntyre

ACRD CONTACT: Charity Hallberg Dodds

Date of Referral: April 26, 2021

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Sewage Disposal:

Island Health will have an opportunity to review the subdivision application through the referral process with the Ministry of Transportation and Infrastructure to ensure the proposal meets the intent of Island Health's Subdivision Standards.

The purpose of the Island Health Subdivision Standards is to ensure that new lots created will support a primary and reserve sewerage system. The intent is to provide a viable long-term solution for onsite wastewater, thereby eliminating the need for costly extension of municipal sewer systems. These standards are designed to address concerns of detrimental cumulative impact associated with increase density using onsite sewerage systems. The intent is to prolong the expected life of sewerage systems and safeguard the environment and public health.

While a Registered Onsite Wastewater Practitioner is able to evaluate the ability of the soils to support an onsite sewerage system, the Sewerage System Standard Practice Manual specifically states that the manual is not intended to address the potential cumulative impacts of discharge from multiple sewerage systems within a given area.

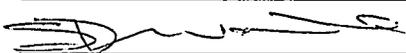
Drinking Water Supply:

It has been noted that the proposed subdivision will be serviced by the Cherry Creek Waterworks District water supply system. Any extensions or alterations of the existing water supply system to service the proposed properties must not be undertaken unless a construction permit has been issued by Island Health in accordance with the Drinking Water Protection Act and Drinking Water Protection Regulation.

Agency (please print): Island Health

Name (please print): Stephanie Bruvall

Title: Environmental Health Officer

Signature: 

Date: 5/23/21

From: [Hendy, Timothy TRAN:EX](#)
To: [Charity Hallberg Dodds](#)
Subject: RE: Bylaw Referral Request - RF20010 (McIntyre))/Bylaw P1424
Date: April 27, 2021 2:45:35 PM
Attachments: [image001.png](#)

Hi Charity,

The Ministry of Transportation and Infrastructure has no objection to this rezoning application. This approval should not be construed as subdivision approval, for which separate application must be made. Thank you for your referral.

Tim Hendy | Development Services Officer

Vancouver Island District | Ministry of Transportation and Infrastructure

P: (250) 734-4812 | timothy.hendy@gov.bc.ca



[APPLY FOR PERMIT](#)

[APPLY FOR BCeID](#)

[SUBDIVISION INFORMATION](#)

From: Charity Hallberg Dodds <chdodds@acrd.bc.ca>

Sent: April 26, 2021 3:16 PM

To: Hendy, Timothy TRAN:EX <Timothy.Hendy@gov.bc.ca>; 'Island Health Authority' <HPES.PortAlberni@viha.ca>; 'Cherry Creek Waterworks' <ccwwacc@shaw.ca>; Lucas Banton (SLVFD) <ccvfd@shaw.ca>; XT:Cheetham, Lindsay EDUC:IN <lcheetham@sd70.bc.ca>; 'Brandy Lauder' <brandy@hupacasath.ca>; Darren Mead-Miller <executivedirector@tseshaht.com>; Luc Stefani <lstefani@acrd.bc.ca>

Cc: Alex Dyer <adyer@acrd.bc.ca>; XT:Irg, Mike Alberni-Clyoquot Regional District EAO:IN <mirg@acrd.bc.ca>; Charlie Starratt <cstarratt@acrd.bc.ca>

Subject: Bylaw Referral Request - RF20010 (McIntyre))/Bylaw P1424

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

Please see the attached bylaw referral package and response form. We would appreciate your input by May 28th. If you have any questions or would like additional information, please contact me by email or by phone at the number below.

Thank you

Charity Hallberg Dodds

Planning Technician/Bylaw Enforcement Officer

Alberni-Clayoquot Regional District

Phone: (250) 720-2701

Fax: (250) 723-1327

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**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1424 ACRD FILE NO.: RF20010 (McIntyre)

APPLICANT NAME: Gordon & Dawn McIntyre

ACRD CONTACT: Charity Hallberg Dodds

Date of Referral: April 26, 2021

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Letter Attached

Agency (please print): Cherry Creek Waterworks
Name (please print): Wes Kovacs Title: Interim Administrator
Signature: [Signature] Date: May 25, 2021

CHERRY CREEK WATERWORKS DISTRICT



5920-A Cherry Creek Rd, Port Alberni, BC V9Y 8R7 email: ccww@shaw.ca www.cherrycreekwater.com Phone: 250-723-2214

May 25, 2021

Alberni-Clayoquot Regional District
Charity Hallberg Dodds
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Charity:

Re: Bylaw No(s): P1424 ACRD File No. RF20010

Purpose of the Bylaws: To rezone the subject property from Small Holdings (A1) District to Acreage Residential (RA2) District to facilitate a subdivision.

Cherry Creek Waterworks District has no objection to Bylaw No. P1424 rezoning applications for Lot B, District Lot 146, Alberni District, Plan35521.

Water connections for new parcels require all water service connection fees to be paid in full, and any legal registered easements required must be submitted to Cherry Creek Waterworks District upon application for a new water service connection. Any infrastructure upgrades required or requested would be at the expense of the applicant and then owned by Cherry Creek Waterworks District.

**Be advised: Cherry Creek Waterworks District is not currently extending any watermains. To obtain water service, subdivided property requiring water must have direct access to an existing watermain or have obtained a legal registered easement to gain access to an existing watermain.*

Kindest Regards,

Wes Kovacs
Interim-Administrator

cc: Gordon & Dawn McIntyre
Cherry Creek Volunteer Fire Department

From: [hugh.grist](#)
To: [Planning Shared](#)
Subject: Subdivision of 6124 Strathcona St.
Date: June 13, 2021 8:04:27 PM

**Re: Proposed Rezoning of Lot B, Plan 35521, District Lot 146, Alberni District
6124 Strathcona St.**

-
I have resided at 6158 Strathcona St. since 1972, the lot directly adjacent to the north of the above property. The plan showing the proposed subdivision is not to scale and it is strange that the larger of the divisions contains a shop that is considerably larger than the house. It therefore begs the question as to the owners intent as to the future of the properties. Without that knowledge I would have concerns over the subdivision.

Yours sincerely,

Hugh & Anne Grist

Sent from [Mail](#) for Windows 10

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1424

OFFICIAL ZONING ATLAS AMENDMENT NO. 734

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;

AND WHEREAS 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. P1424.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of LOT B, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 35521 from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.

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

Read a first time this 24th day of March, 2021
Public Hearing held this 14th day of June, 2021
Read a second time this day of , 2021
Read a third time this day of , 2021

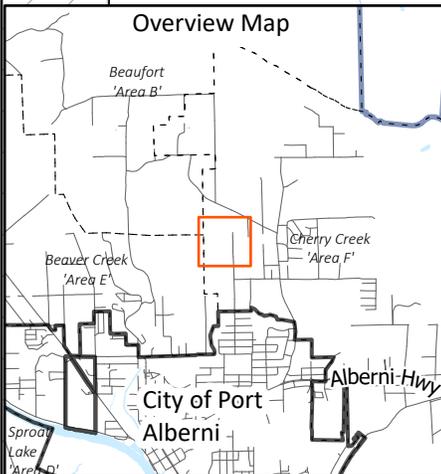
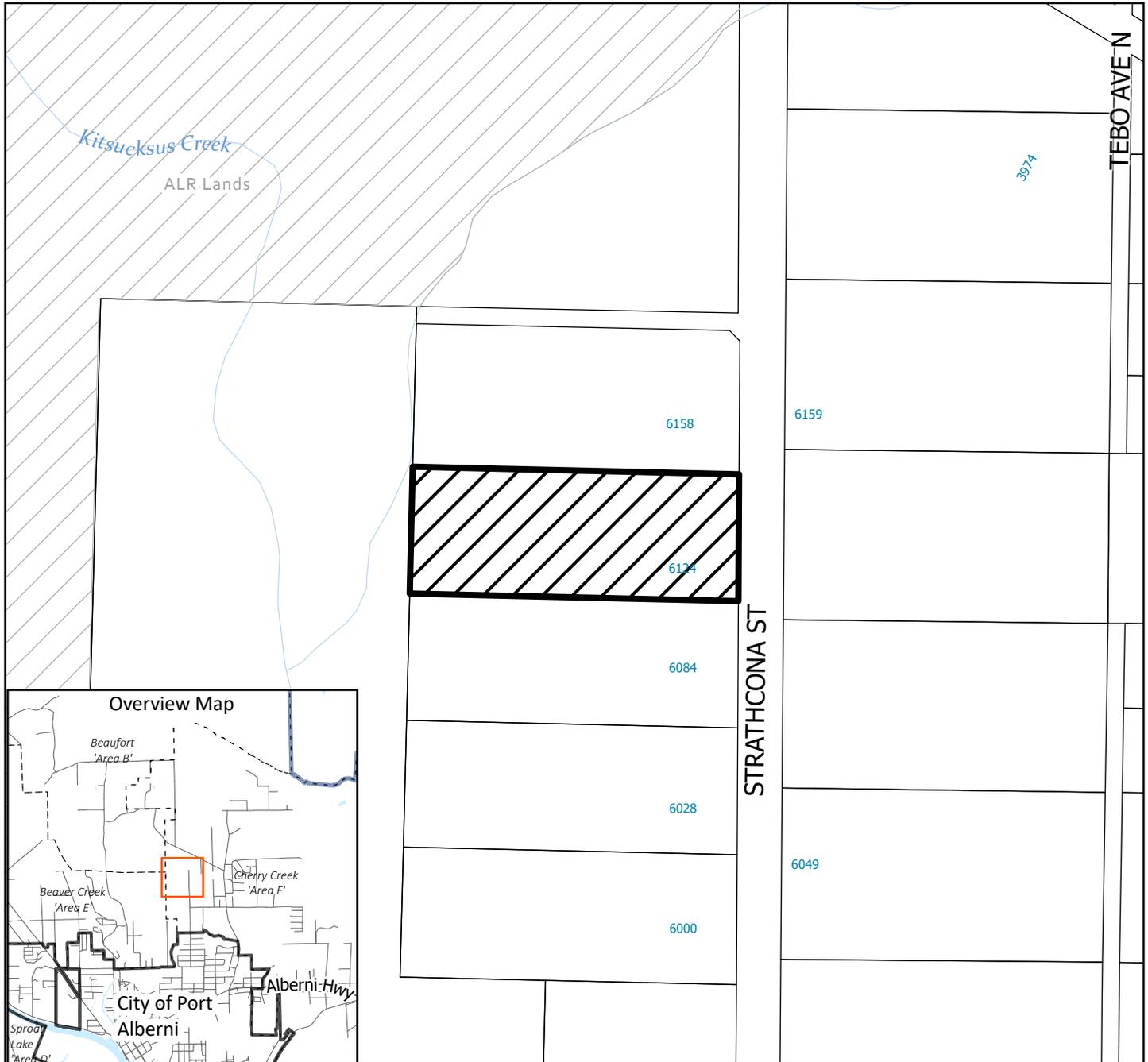
Adopted this day of , 2021

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

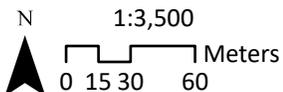
Schedule 'A'

This schedule is attached to and forms part of
Bylaw P1424



P1424 McIntyre
Legal Description: LOT B, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 35521

 To be rezoned from Small Holdings (A1) District to Acreage Residential (RA2) District





TEMPORARY USE PERMIT APPLICATION

TO: ACRD Board of Directors
DATE: Deferred from June 9, 2021
FROM: Mike Irg, GM of Planning and Development

TEMPORARY USE PERMIT

APPLICATION #: TUP20005 (Application to Renew TUP17010)

APPLICANTS: Heather Powell

LEGAL

DESCRIPTION: LOTS 21 & 22, DISTRICT LOT 18, ALBERNI DISTRICT, PLAN 906

LOCATION: 3133 Alberni Highway

ELECTORAL AREA: "F" Cherry Creek

Applicant's Intention: A TUP application for a campground with a maximum of 22 RV sites on the non-ALR portion of the properties adjacent to the Alberni Highway was approved in 2017. The owner has applied to renew the TUP and then intends to apply for rezoning.

Recommendation: *THAT the Board of Directors deny Temporary Use Permit TUP20005.*

June 23, 2021 Update: The Board considered this application at the June 9, 2021 meeting where the Board passed the following resolution: *"THAT the Board of Directors is, at this time, disposed to deny this temporary use permit application. Prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should be supported."* The Board's policy when considering denying an application is to defer a decision on the application and to invite the applicant to address the Board prior to a decision being made on the application. The applicant will present a delegation at the June 23, 2021 Board meeting.

Observations:

- 1. Property Description:** This property is approximately 4 hectares (10 acres), with an existing golf course and a temporary campsite. The non-ALR portion of the property is approximately 0.4 hectares (1.99 acres). The property has been used as an RV campground since May 24, 2017.
- 2. Services:**
 - (a) Sewage Disposal:** On-site septic or pump and haul.
 - (b) Water Supply:** Within the Cherry Creek Improvement District.

TUP20005

(c) **Fire Protection:** Cherry Creek Fire Department

(d) **Access:** Highway 4 and Old Nanaimo Highway.

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Partially within ALR. The application is for the non-ALR portion of the property.
- B. **Official Community Plan:** Within the Cherry Creek Official Community Plan area. The property is designated "Recreational Use".

Policy 3.2.12 "Consider issuing temporary use permits in appropriate areas in all land use designations, in accordance with section 921 (now Section 463) of the LGA."

This property is within a Development Permit Area under Section 16.6 DPA III – Form and Character. A development permit is only required for this property if there is commercial building or exterior building alterations.

Under Section 463 of the *Local Government Act*, the Regional District may issue a Temporary Use Permit, by resolution, in areas designated in an Official Community Plan. A Temporary Use Permit may do one or more of the following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried;
- iii. Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Where a temporary use permit is designated in an OCP, the Regional District must give notice to the public in accordance with the requirements of the *Act*, which includes notifying the neighbouring property owners and tenants, and publishing a notice in the newspaper.

The Temporary Use Permit is valid for up to 3 years and may be renewed by the Regional District once. After this time has expired, the property owner must apply to rezone the property to allow for the continued use or discontinue the specified use.

- C. **Zoning:** The property is zoned a combination of Rural (A2) District, Small Holdings (A1) District and Recreation Commercial (C7) District. Campgrounds are not a permitted use.

Controlled Access Highway approval: A temporary use permit requires approval from the Ministry of Transportation and Infrastructure under Section 505 of the *Local Government Act* and Section 52 of the *Transportation Act* as the property lies within 800 metres of a controlled access highway.

A. Temporary Use Permit:

In May 2017, the ACRD issued temporary use permit TUP17010 with the following conditions:

1. This permit is only applicable to that part of the lands not within the Agricultural Land Reserve.
2. This permit is issued for a seasonal commercial campground for a maximum of 22 camping sites.
3. All campsites are to be clearly marked and delineated.
4. There is to be no vegetation removal within 15 metres of any streams.
5. No campsites to be located within the Agricultural Land Reserve.
6. Access within the campground to be maintained and clearly marked.
7. No permanent structures to be erected within the individual campsites.
8. A 5-metre vegetation buffer be maintained on the west and east sides of that portion of the properties that are subject to the temporary use permit.
9. This permit is valid until May 24, 2020.

Procedure: If the Board is considering proceeding with this application, the process is:

Prior to the issuance of a Temporary Use Permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants, and publishes a notice in the newspaper to afford the public an opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the Temporary Use Permit.

Comments:

TUP17010 was issued in May of 2017. The owner did not contact the ACRD when the TUP expired. Once ACRD bylaw staff became involved, an application to renew was submitted. The original application was for a temporary commercial use permit for a 22 sites campground / RV park. The current number of RVs now exceeds the 22 permitted in the original TUP. Once the TUP expired, the number of RV campsites increased. On December 10, 2020 staff observed 26 RVs onsite and fill that has been brought on to the property. On March 29, 2021, staff observed 31 RVs onsite (one of the RVs is owned by the applicant), and on April 21 there were 30 RVs. Staff noted that the campsites are not clearly marked and delineated. (The campground layout from the original 2017 application is attached).

Island Health accepted an on-site sewage filing in June of 2019. If The Board wishes to proceed with renewing this TUP, staff recommend one of the conditions be confirmation that the septic system construction meets Island Health regulations.

The Ministry of Transportation and Infrastructure must approve any temporary use permit renewal under Section 505 of the *Local Government Act* and Section 52 of the *Transportation Act*.

It is noted that the original limit of 22 campsites was based on the limited amount of non-ALR available for this temporary commercial use. Given that there are now 30 RVs on-site, which is well in excess of number of campsites allowed under the original temporary use permit, staff does

TUP20005

not recommend renewing this temporary use permit. Since TUP17010 expired, the number of RVs and size of the campground has increased significantly. In 2017, staff recommended the Board issue TUP17010 based on a number of conditions, including limiting the maximum number of RV campsites to 22.

If the Board denies this application, staff will meet with the property owner and report back to the Board at a future Board meeting with a plan to bring this property into compliance with the Zoning Bylaw.

Options:

1/That the Board resolves to proceed with renewing TUP17010. If the Board is considering renewing this TUP, an appropriate motion would be:

“That the Board refer this application to staff to provide appropriate conditions and referral to Island Health.”



Prepared by:

Mike Irg MCIP, RPP, GM of Planning and Development



Reviewed by:

Douglas Holmes BBA, CPA, CA, Chief Administrative Officer

TUP20005

Alberni -Clayoquat Regional District

Application for Re-Issue of Development Permit

Hollies Golf Course: Lot 21 Dist. Lot 18 Alberni Dist. Plan 906 except Part in Plan 2051
Lot 22 Dist. Lot 18, Alberni Dist. Plan 906

Good afternoon Mike Irg and Jason Kevis,

We would like to apply for the re-issue of the temporary RV Site at Hollies RV and Golf.

I really feel that having this RV Park along the highway corridor does provide the travelling public with additional options for accommodation. It supports local tourism in providing a place to stay for RV travelers adventuring throughout Vancouver Island.

We have also provided accommodation for temporary workers in our local industries. Most recently, we have been able to provide a temporary low-income housing option, when there has been a shortage of housing options.

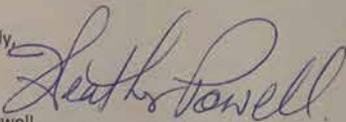
From feedback during our original application we learned that our neighbors were particularly concerned, with smoke from camping fires, noise and landscape screening. We addressed these concerns by allowing only propane fires, being diligent with our quiet time hours and keeping exiting landscaping in place.

To address your concern about RV sites outside of the area requested, I do personally own one RV that is parked along side the club house. I also have a couple of boats parked on the property. I hope that these items are not an eyesore to any of our neighbors.

We are working with Sims and Company to put forth a rezoning application for both of these lots as we would really like to do more landscaping and provide better and more services to our tourism industry while filling in the gaps of temporary accommodation and housing options.

Please feel free to contact me with any concerns or recommendations.

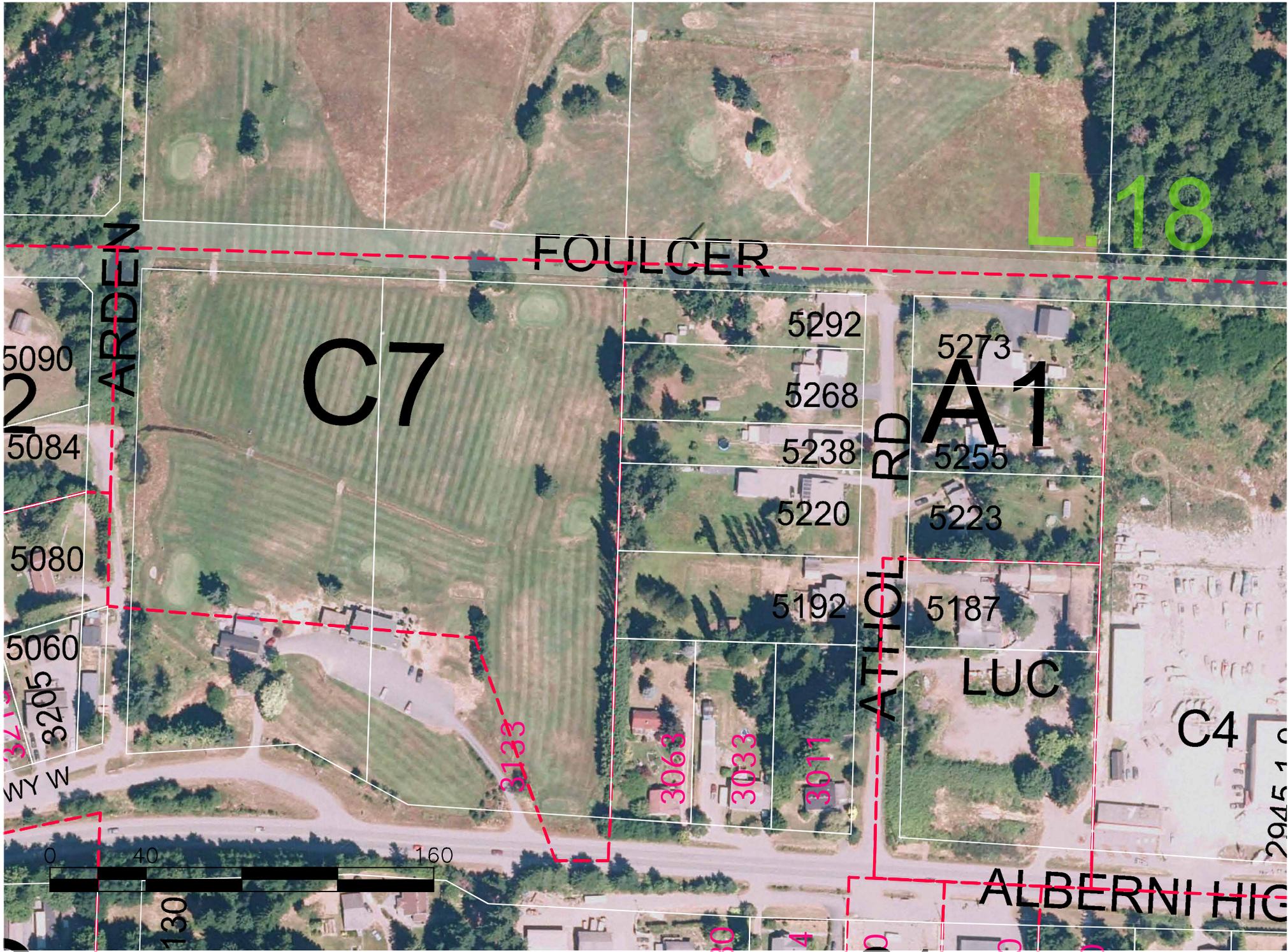
Respectfully,



Heather Powell

250-607-7054

Heather.riverbend@shaw.ca



L.18

FOULCER

AR DEN

C7

A1

LUC

C4

ATHOL RD

ALBERNI HIGH

5090
5084
5080
5060
3205
WY W

3123

3063

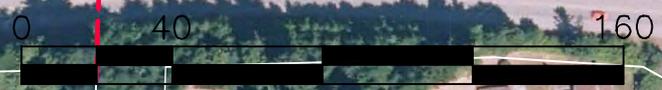
3033

3017

5292
5268
5238
5220
5192

5273
5255
5223
5187

2945



242

ARDEN

FOULC

22

21

3

3063

3130

1

7833.32m²

1.99 acres

3133

59.88m

31.60m

39.29m

21.79m



A





Alberni-Clayoquot Regional District

**Board of Directors Meeting Schedule
July 2021**

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, July 21 st	Alberni Valley & Bamfield Committee Meeting (Joint Meeting with Port Alberni City Council, Tseshaht First Nation and Hupacasath First Nation to Discuss Next Steps for the Aquatic Centre Replacement)	1:30 pm – Via Zoom	Committee, City of Port Alberni Council, Tseshaht and Hupacasath First Nations, Staff
Wednesday, July 28 th	Board of Directors Meeting Regional Hospital District Meeting	1:30 pm – Via Zoom Immediately Following Board of Directors Meeting – Via Zoom	Directors, Staff Directors, Staff

June 18, 2021

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2021**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							2	894,173	2	172,630			4	1,066,803
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens							1	32,553					1	32,553
Commercial													0	0
Institutional													0	0
Industrial									1	67,242			1	67,242
Miscellenaous							6	159,888			1	10,684	7	170,572
Totals	0	0	0	0	0	0	9	1,086,614	3	239,872	1	10,684	13	1,337,170

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2021 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	0	0	6	2,122,215	2	172,630	1	262,311	9	2,557,156
Mobile Homes	0	0	0	0	0	0	2	139,328	0	0	0	0	2	139,328
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	1	32,553	2	61,543	0	0	3	94,096
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	1	79,027	2	860,669	0	0	3	939,696
Miscellenaous	0	0	0	0	2	73,133	15	337,655	2	129,845	9	398,423	28	939,056
Totals	0	0	0	0	2	73,133	25	2,710,778	8	1,224,688	10	660,734	45	4,669,332

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		0				0	3

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2020	44	5,930,746	121	16,119,274					
2019	37	5,066,394	109	14,925,682					
2018	38	4,493,506	104	12,305,797					
2017	34	4,195,057	103	12,826,449					
2016	25	2,995,016	82	10,545,063					
2015	28	2,176,279	89	8,577,170					
2014	38	2,700,204	73	7,121,200					
2013	31	5,032,441	81	8,208,948					
2012	33	2,484,000	92	9,011,700					
2011	60	4,292,042	120	9,221,498					
2010	65	10,682,812	149	21,524,170					
2009	41	4,073,709	123	11,302,380	1999	4	544,660	80	3,348,092
2008	58	5,846,304	147	22,682,130	1998	10	352,980	75	3,320,890
2007	54	4,675,576	163	15,007,877	1997	11	301,800	104	10,025,166
2006	20	2,180,540	161	15,909,705	1996	10	681,000	128	9,050,554
2005	23	3,668,510	138	12,962,379	1995	11	1,062,000	116	9,641,300
2004	16	2,535,906	133	11,036,854	1994	20	1,151,000	151	7,915,500
2003	7	1,695,380	97	6,925,356	1993	24	1,667,000	167	10,864,000
2002	7	116,952	76	2,986,134	1992	14	614,000	173	11,192,500
2001	5	375,314	89	5,790,126	1991	7	463,520	126	7,155,120
2000	4	63,279	88	4,095,339	1990	6	1,068,800	118	6,323,900



Monthly Agreement & Grant Delegation Report

The following agreements have been executed by the CAO for the period of May 27th to June 18th, 2021:

Parties	Agreement	Purpose	Term	Fees
ACRD/City of Nanaimo	Vancouver Island Emergency Response Academy (Renewal)	To deliver the VIERA Fire Responder Course to BCVFD and SLVFD firefighters	Apr. 1, 2021 to March 31, 2022	\$900 annually
ACRD/Anna Lewis	Community Waste Reduction Education Program	To implement a waste reduction education program for the Alberni Valley and Bamfield	June 15, 2021 to June 15, 2023	\$27,500 annually

Grantor	Agreement	Purpose	Funding Term	Grant Amount
UBCM/Ministry of Municipal Affairs	2021 Asset Management Planning Program - Natural Asset Management	To incorporate natural assets into the ACRD's Asset Management Plans	To be completed by June 4, 2022	\$10,000