



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING
WEDNESDAY, MAY 12, 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/12-5-2021/>

Public Attendance: the public are welcome to attend the meeting via Zoom Webinar by registering at: https://portalberni.zoom.us/webinar/register/WN_DqfvsvyST-u9o7Qt0luFsw

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 required 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 – April 28, 2021	5-14
<i>THAT the minutes of the Board of Directors meeting held on April 28, 2021 be adopted.</i>	
b. Alberni Valley & Bamfield Services Committee Meeting – May 5, 2021	15-17
<i>THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on May 5, 2021 be adopted.</i>	
c. Electoral Area Directors Committee Meeting – May 5, 2021	18-20

THAT the minutes of the Electoral Area Director Committee meeting held on May 5, 2021 be adopted.

5. PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)

- a. **Inspector Eric Rochette, Port Alberni RCMP regarding January to March 2021 Quarterly Report** **21-24**

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

(ALL/UNWEIGHTED)

- a. **ISLAND COASTAL ECONOMIC TRUST** **25-27**
Qathet Region's "Hidden Gem" to Receive Support for Sustainable Visitor Growth
- b. **ISLAND COASTAL ECONOMIC TRUST** **28-30**
Small Capital funding Projects Support Technology, Accessibility and Expansion

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **31**
Healthy Watersheds Initiative Grant Funding
(ALL/WEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the CAO to execute the proposed grant agreement between the Healthy Watersheds Initiative and the ACRD for \$40,000 for the Bridge Replacement on Log Train Trail at Platzer Creek.

- b. **REQUEST FOR DECISION** **32-37**
LBA - New lease lot proposal – Marine Plastic Reuse Centre
(ALL/WEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a (3) three-year term lease agreement effective June 1, 2021 until May 31, 2024 with Benjamin Boulton at the Long Beach Airport at a rate of \$6,500.00/year plus GST and yearly CPI increases.

- c. **REQUEST FOR DECISION** **38-44**
Bylaw R1029-4 Amendment of Alberni Valley Landfill Tipping Fee and Regulation Amendment
(ALL/UNWEIGHTED)

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1029-4, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2021.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY (PARTICIPANTS/UNWEIGHTED)

- a. **DVE20010, JAMIESON, 7194 MCKENZIE ROAD (BEAVER CREEK)** **45-48**
Development Variance Permit Application – Memorandum and Permit

THAT the Board of Directors issue Development Variance Permit DVE20010.

- b. **TUP20004, DAHLING/MOHAN, 5458 HIGHLAND DRIVE (BEAVER CREEK)** **49-61**
Temporary Use Permit Application – Memorandum and Permit

THAT the Board of Directors issue Temporary Use Permit TUP20004.

9.2 ALL DIRECTORS (PARTICIPANTS/UNWEIGHTED)

- a. **HOUSING NEEDS REPORT PROJECT UPDATE (ALL AREAS)** **62-64**
Memorandum

THAT the memorandum be received.

10. REPORTS

10.1 STAFF REPORTS (ALL/UNWEIGHTED)

- a. **Emergency Operations Centre Update – verbal report
– C. Starratt, Regional Fire Services Manager**

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

10.2 COMMITTEE REPORTS

10.3 OTHER 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. RECESS

(ALL/UNWEIGHTED)

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

15. RECONVENE

16. 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;*
- ii. 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.*

17. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

18. ADJOURN

(ALL/UNWEIGHTED)

**Next Board of Directors Meeting: Wednesday, May 28, 2021
Via Zoom**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, APRIL 28, 2021, 1:30 PM

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

DIRECTORS

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation

PRESENT:

John McNabb, Vice-Chairperson, Director, Electoral Area "E" (Beaver Creek)

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

Tanya Shannon, 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)

Sharie Minions, Mayor, City of Port Alberni

Ron Paulson, Councillor, City of Port Alberni

Tom Stere, Councillor, District of Tofino

Rachelle Cole, Councillor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Kirsten Johnsen, Member of Council, Toquaht Nation

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

Heather Zenner, Protective Services Manager

Wendy Thomson, General Manager of Administrative Services

Janice Hill, Executive Assistant

Jason Kevis, Bylaw Enforcement Officer

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

<https://www.acrd.bc.ca/events/28-4-2021/>

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.

2. APPROVAL OF AGENDA

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting –April 14, 2021

MOVED: Director Bodnar
SECONDED: Director McNabb

THAT the minutes of the Board of Directors meeting held on April 14, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Presentation: Jason Kevis, Bylaw Enforcement Officer, 5 Years of Service – M. Irg, General Manager of Planning & Development.

The General Manager of Planning & Development recognized Jason Kevis, Bylaw Enforcement Officer for five years of service with the Alberni-Clayoquot Regional District.

b. Stefan Yancey, Operations Manager, Transportation & Infrastructure, Central Vancouver Island, regarding Highway Issues and Concerns in the Region.

The delegation provided an update on the following transportation projects within the Alberni-Clayoquot Region: pedestrian safety issues at Cathedral Grove, Highway 4 Angel Rock (on hold), Highway 4 WB passing lane extension (on hold), sections of paving on Highway 4, pedestrian crossing and line marking improvements, highway 4 and Beaver Creek Road.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. CITY OF PENTICTON

Request for Support from Union of British Columbia Municipalities regarding BC Government's Use of Provincial Paramountcy to Undermine Local Government Bylaws.

- b. **DISTRICT OF SOOKE**
Moratorium on Recreational Wolf Hunting on Vancouver Island
- c. **B.C. FERRY AUTHORITY**
New Appointment to the Board of B.C. Ferry Authority
- d. **VANCOUVER ISLAND REGIONAL LIBRARY**
March 2021 – From the Board Table
- e. **FOREST ENHANCEMENT SOCIETY OF BRITISH COLUMBIA**
Forest Enhancement Society of BC Accomplishments Update Spring 2021
- f. **ISLAND COASTAL ECONOMIC TRUST**
Community Builder Profile
- g. **PEACE RIVER REGIONAL DISTRICT**
Lack of Funding – Invasive Plant Management

Information Item 7 (c) Regional District staff will invite Marc Tremblay, BC Ferry Authority Director for the Central Vancouver Island and Northern Georgia Strait appointment area to meet with the ACRD Board of Directors and provide an update on the services provided by BC Ferries.

Information Item 7 (b) Director Shannon spoke against the District of Oak Bay's request for support from members of the Association of Vancouver Island Coastal Communities for their resolution to place a moratorium on recreational wolf hunting on Vancouver Island. Directors agreed there is not enough information on this request to make an informed decision. This item will be placed on the May 12th Committee of the Whole meeting for further discussion. Regional District staff will invite a conservation officer of an expert in this area to attend and speak to this issue.

MOVED: Director Beckett

SECONDED: Director Cole

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding ACRD Open Meetings and Electronic Meetings – COVID-19 Pandemic.**

MOVED: Director McNabb

SECONDED: Director Roberts

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 May 27, 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.

CARRIED

b. Request for Decision regarding Installation of Traditional Territory acknowledgement signage in Alberni-Clayoquot Regional District public facilities.

MOVED: Director Roberts

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to install traditional territory acknowledgement signage in Alberni-Clayoquot Regional District public facilities.

CARRIED

c. Request for Decision regarding Union of British Columbia Local Government Development Approvals Program Grant Application.

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors support the application to the Union of BC Municipalities (UBCM) Local Government Development Approvals Program for a \$250,000 grant to implement GIS and a CityView online application portal, supporting building inspection, create web-based mapping, and streamline the development application process.

CARRIED

d. Request for Decision regarding Alberni-Clayoquot Regional District & Tseshaht First Nation Government to Government Accord.

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the Government-to-Government Accord between the Tseshaht First Nation (TFN) and the ACRD and, acknowledging that the Agreement is a living document, delegate authority to the ACRD Directors on the Protocol Working Group to approve modifications from time to time that are consistent with the spirit and intent of the current agreement.

CARRIED

e. Request for Decision regarding Alberni Valley Landfill and West Coast Landfill – Pilot Project for Coastal Clean-Up Material Tipping Fee.

MOVED: Director Stere

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors approve a 6-month pilot project to receive up to 250 tonnes of coastal clean-up material at the Alberni Valley and West Coast Landfills at a rate of \$175/tonne from Coastal Restorations.

CARRIED

f. Request for Decision regarding Salmon Beach Sewage Collection Fee Bylaw Amendment.

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.

CARRIED

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.

CARRIED

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.

CARRIED

MOVED: Director Roberts
SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021"

CARRIED

Director McCarthy left the meeting at 3:05 pm.

g. Request for Decision regarding Proposed Amendments to the ACRD Building Bylaw.

MOVED: Director McNabb
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "The Building Bylaw No. PS1011, 2021"

CARRIED

MOVED: Director McNabb
SECONDED: Director Bodnar

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "The Building Bylaw No. PS1011, 2021"

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to inform the public and advertise the proposed changes to the building bylaw.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors consider third reading and adoption of "The Building Bylaw No. PS1011, 2021" at the May 26, 2021 regular Board meeting.

CARRIED

Director Cootes entered the meeting at 3:18 pm.

9. PLANNING MATTERS

9.1 ALL DIRECTORS

- a. **AB21001, CITY OF PORT ALBERNI, 5633 SMITH ROAD (BEAUFORT)**
ALC Exclusion Referral – Report
Public correspondence Susan Roth [McLean Mill Environmental Review 2019 Attachment](#)

MOVED: Director Shannon

SECONDED: Director Bodnar

THAT the ACRD Board of Directors defer the staff report and refer application AB21001 to the ACRD Agricultural Advisory Committee for their review.

DEFEATED

MOVED: Director Paulson

SECONDED: Director McNabb

THAT the Board of Directors notify the Agricultural Land Commission that the ACRD supports the City of Port Alberni's ALC exclusion application for part of LOT A, LOOP FARMS AND DISTRICT LOT 106, ALBERNI DISTRICT, PLAN VIP57991 EXCEPT THAT PART IN PLAN VIP65071, noting that the current zoning is Park and Public Use (P2) District and the Official Community Plan Designation is "Cultural Heritage Site (McLean Mill National Historic Site)".

CARRIED

MOVED: Director Paulson

SECONDED: Director McNabb

THAT the ACRD Board of Directors apprise the Agricultural Advisory Committee of the Board's decision and provide background on the decision making process respecting application AB21001.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. **Meeting Schedule – May 2021**
b. **Building Report – March 2021**
c. **Emergency Operations Centre Update – verbal report**
– H. Zenner, Protective Services Manager

MOVED: Director Roberts

SECONDED: Director McNabb

THAT the Board of Directors receives the staff reports a-c.

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNab – No Report**
- b. Vancouver Island Regional Library – P. Cote – No Report**
- c. Alberni Valley Chamber of Commerce – S. Minions**

Director Minions reported the Chamber's focus is on McLean's Mill operations. The City of Port Alberni was successful in receiving grant funding through Island Coastal Economic Trust to hire two business support workers. The role of the workers is to contact all businesses in the City and provide support with applying for all of the grants available to businesses affected by COVID. The Chamber will manage these two positions on behalf of the City.

- d. Air Quality Council, Port Alberni – D. Bodnar**

Director Bodnar reported on the last Council meeting. They received a report from the Ministry of Environment and Climate Change regarding ozone and particulate matter ratings in the Alberni Valley which has seen a slight change from the red zone to the orange zone. The Regional District & Air Quality Council area working together to introduce burning regulations in the electoral areas. A burning public survey is currently underway. Director Bodnar encouraged everyone to conduct the survey which will be live on the ACRD website until May 12th.

- e. West Coast Aquatic Board – T. Stere – No Report**

- f. Association of Vancouver Island & Coastal Communities – P. Cote**

Director Cote reminded Directors the early bird registration deadline for the AVICC Convention is coming up on April 30th. The resolutions and executive voting will be done between May 24th and 26th.

- g. Beaver Creek Water Advisory Committee – J. McNabb – No Report**

- h. West Island Woodlands Advisory Group – J. Jack**

Director McNabb and Chairperson Jack reported on the meeting held on April 8th. Western Forest products provided an operational update and provided their 2020 indicator results

- i. Agricultural Development Committee – T. Shannon**

Director Shannon provided an update on the March 30th Committee meeting. A presentation was received from Ty James of Blair Consulting regarding the development of local modular infrastructure program. Mr. Mark Smith, Querycx

presented the Tastes Local initiative. There is a meeting tomorrow to discuss the meat regulations and insurance issues.

j. Other Reports

MOVED: Director Cote
SECONDED: Director Paulson

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

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. IN-CAMERA

MOVED: Director Jack
SECONDED: Director Paulson

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;*
 - 21 (1) (c) (i) of FOIPPA: The head of a public body must refuse to disclose to an applicant information 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.*
- iii. 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 4:03 pm.

The meeting was re-opened to the public at 4:24 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Ken Lunde to the Salmon Beach Committee and send a thank you letter to resigned member, Mr. Mike Shorthouse, for his volunteer service on the Salmon Beach Committee.

THAT the Board of Directors authorize the CAO to enter into a contract with Tropospheric Measurement Systems Inc. to coordinate the “Council for Agricultural Water Supply and Producer-Led Watershed Data Collection” project with the cost of the contract not to exceed \$40,000 plus GST over a period of two years.

THAT the ACRD Board of Directors authorize the CAO to enter into a letter of agreement with the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNROD) for the provision of grading services on Maggie Lake FSR for \$21,250 plus GST annually for a three (3) year term, until April 29th, 2024.

THAT the Alberni Clayoquot Regional District Board of Directors authorize the CAO to award the provision of Roll-off Bins for Alberni Valley Upgrades Project to Dormel Containers at the price of \$40,810 excluding taxes.

16. ADJOURN

MOVED: Director McNabb

SECONDED: Director Cote

THAT this meeting be adjourned at 4:24 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
General Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, MAY 5, 2021, 10:00 AM

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

DIRECTORS PRESENT: John McNabb, Chairperson, Director, Electoral Area "E" (Beaver Creek)
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Tanya Shannon, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Ron Paulson, Councillor, City of Port Alberni
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS: John Jack, Councillor, Huu-ay-aht First Nation
Sharie Minions, Mayor, City of Port Alberni

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Jenny Brunn, General Manager of Community Service
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Jodie Frank, Organics Diversion Coordinator
Teri Fong, Chief Financial Officer

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

<https://www.acrd.bc.ca/events/5-5-2021/>

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:00 am.

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

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

2. **APPROVAL OF AGENDA**

MOVED: Director Beckett

SECONDED: Director Shannon

THAT the agenda be approved as circulated.

CARRIED

3. MINUTES

a. Alberni Valley & Bamfield Services Committee Minutes – February 25, 2021

MOVED: Director Cootes

SECONDED: Director Bodnar

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on February 25, 2021 be received.

CARRIED

4. REQUEST FOR DECISIONS

a. Request for Decision regarding Bylaw R1029-4 Tipping fee for Organics at the Alberni Valley Landfill.

MOVED: Director Bodnar

SECONDED: Director Beckett

THAT the Alberni Valley and Bamfield Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve adopting Bylaw R1029-4, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2021 that includes a new fee for the disposal of Organics at \$115/tonne an increased rate for Commercial Mixed Recyclables and Cardboard at \$350/tonne; and a reduced rate for the minimum charge for Asbestos Containing Materials at \$25.

CARRIED

5. REPORTS

a. 2020 Alberni Valley Landfill Annual Reports – J. Brunn, General Manager of Community Services

The General Manger of Community Services presented the 2020 Annual Report for the Alberni Valley Landfill.

MOVED: Director Shannon

SECONDED: Director Paulson

THAT this report be received.

CARRIED

6. LATE BUSINESS

7. 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.

8. ADJOURN

MOVED: Director Shannon

SECONDED: Director Beckett

THAT the meeting be adjourned at 11:21 am.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Wendy Thomson,
General Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON WEDNESDAY, MAY 5, 2021, 1:30 PM

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

DIRECTORS PRESENT: Penny Cote, Director, (Chair) Electoral Area “D” (Sproat Lake)
Bob Beckett, Director, Electoral Area “A” (Bamfield)
Tanya Shannon, Director, (Vice-Chair), Electoral Area “B” (Beaufort)
Kel Roberts, Director, Electoral Area “C” (Long Beach)
John McNabb, Director, Electoral Area “E” (Beaver Creek)
Dianne Bodnar, Director, Electoral Area “F” (Cherry Creek)

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning and Development
Alex Dyer, Planning Manager
Wendy Thomson, General Manager of Administrative Services
Heather Zenner, Protective Services Manager
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/5-5-2021/>

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.

2. **APPROVAL OF AGENDA**

MOVED: Director Roberts

SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. **MINUTES**

a. **Electoral Area Directors Committee Meeting – January 27, 2021**

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the minutes of the Electoral Area Directors Committee Meeting held on January 27, 2021 be received.

CARRIED

4. REPORTS

- a. Options for Streamlining Zoning Application Process and Public Hearings
- b. Somass Watershed Flood Management Plan Peer Review – verbal report, GM Planning & Development, M. Irg.

MOVED: Director McNabb
SECONDED: Director Beckett

THAT the Electoral Area Directors Committee receives reports a-b.

CARRIED

5. LATE BUSINESS

6. 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.

7. IN-CAMERA

MOVED: Director Beckett
SECONDED: Director Roberts

THAT the meeting be closed to the public as per the Community Charter, section(s):

- i. 90 (1) (c) labour relations or other employee relations;*
- ii. 90 (1) (g) litigation or potential litigation affecting the regional district.*

CARRIED

The meeting was closed to the public at 2:05 pm.

The meeting was re-opened to the public at 2:55 pm.

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

9. **ADJOURN**

MOVED: Director Roberts

SECONDED: Director McNabb

THAT this meeting be adjourned 2:56 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Wendy Thomson,
General Manager of Administrative Services



PORT ALBERNI RCMP DETACHMENT QUARTERLY REPORT



This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during the first quarter of 2021 (January to March). Comparator statistics from the previous four years are attached.

The following represents some of the calls for services received, investigations undertaken and activities of the RCMP during the quarter:

- Officers received and responded to 2,779 calls for service; 346 calls were in the ACRD, 2,433 of these calls occurred in the City of Port Alberni.
- The total number of Criminal Offences are down 10% for the quarter compared to 2020.
- Violent Crime is down 33% compared to the same quarter in 2020.
- Property Crime is down 27% compared to the same quarter in 2020.
- The detachment is continuing to partner with other enforcement agencies; conducting joint patrols/enforcement in the ACRD (IRSU, Central Island Traffic, West Coast Marine Section and Forestry).

Port Alberni RCMP's 2020/21 Annual Performance Plan Priorities:

- **Traffic- Road Safety:** Increased enforcement, both tickets and warnings. Reduction of Impaired drivers on the roads through criminal code charges and Immediate Roadside Prohibitions. Joint operations with Island District Traffic Units and Speedwatch. Results are altered due to suspension of volunteer activities and increased safety protocols regarding contact with offenders relative to COVID 19 concerns.
- **Family Violence:** Focus on education, awareness and community support to foster a "wrap around" approach of harm reduction. Creating a supportive environment for victims of family violence to come forward. Port Alberni Detachment Victim Services continues to coordinate with the Community based Victim Services Unit to ensure support is available to victims of crime that are unwilling/unable to engage with police related services.
- **Crime Reduction (Property Crimes and Drugs):** Identifying and managing prolific

offenders through enhanced enforcement and partnerships with community agencies. The focus will be on drug and property crime offenders, detection, prevention and supporting offenders to transition from criminal lifestyles.

- **Aboriginal Policing:** This includes traffic safety and enforcement on the First Nations, greater visibility at community events and meetings and a focus on First Nation Youth through prevention programs and involvement in schools and at youth events. Programs are provided to all schools however are reduced or suspended due to COVID -19.
- **Youth:** Positive interactions with youth through school and sporting events, increased, proactive engagement with the youth in our community. The detachment Youth Liaison officer is supporting core policing services due to suspension of classes at ADSS (COVID 19) however continues to support youth and guide investigators in navigating the new legislation relative to youth.

Respectfully submitted,

Inspector Eric ROCHETTE
Officer in Charge
Port Alberni RCMP



Alberni - Clayoquot Regional District Report

Port Alberni Rural	Q1 2021 (January to March)				
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<i>Calls for Service</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Total Calls for Service	353	413	682	370	346

<i>Occurrences by Crime Type</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Violent Crime	9	10	15	15	10
Property Crime	34	38	38	33	24
Other Criminal Code	10	6	9	9	17
Drug Offences	2	0	0	1	1
Total Criminal Code	55	54	62	58	52
Criminal Traffic	4	5	8	8	7

<i>Violent Crime</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Assaults	0	5	9	9	5
Assault weapon/bod harm	2	1	0	1	1
Harassment	3	0	2	0	2
Robbery	0	0	0	0	0
Sex Offences	1	2	0	2	1
Uttering Threats	2	2	2	4	2
Domestic Violence	2	3	2	5	4



<i>Property Crime</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Auto Theft	1	2	1	1	1
Bike Theft	0	1	0	0	1
Break and Enter - Business	3	3	1	4	1
Break and Enter - Residence	2	2	3	2	1
Break and Enter - Other	5	3	3	1	1
Mischief to Property	7	6	9	9	8
Theft	8	13	6	5	5
Possess Stolen Property	1	1	2	0	0
Shoplifting	0	0	0	0	0
Theft From Vehicle	4	4	5	8	0

<i>Other Criminal Code</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Cause Disturbance	1	2	1	3	3
Breach of Probation	1	0	4	0	1
Breach of Bail	5	0	0	4	6

<i>Provincial Statutes</i>	Q1 2017	Q1 2018	Q1 2019	Q1 2020	Q1 2021
Intoxicated in Public	2	1	1	1	0



QATHET REGION'S "HIDDEN GEM" TO RECEIVE SUPPORT FOR SUSTAINABLE VISITOR GROWTH

Powell Forest Canoe Route project to help position trail as world-class outdoor adventure destination

COURTENAY, 28 April 2021 – The Powell River Educational Services Society (PRESS) is preparing to enhance the 57-kilometer Powell Forest Canoe Route through a series of critical upgrades with funding support through the Island Coastal Economic Trust's (ICET) Economic Innovation and Infrastructure Program (EIIP).

The trail, a popular tourism asset in qathet Region and one of only three wilderness paddle trails in the province, will receive funds to sustainably improve campsites and related trail amenities. Project works will bring the route (which consist of eight lakes, five portages, 23 campsites and forest trails) up to contemporary trail and environmental standards, create employment opportunities, increase the sustainability, support business growth and diversification, as well as attract new visitors and residents to the region.

“Revitalizing the Powell Forest Canoe Route will elevate the nature-based experiences that support the region’s positioning as an international draw for visitors,” says ICET Board Chair Aaron Stone. “These route enhancements will help attract higher value visitors for longer stays, benefitting the entire Powell River area.”

The Powell Forest Canoe Route has experienced a, year-over-year, 8-13% increase in visitors for the past five years and an unprecedented surge of interest by both domestic and international travelers. Adding elements such as wayfinding, storytelling interpretive signage, bear proof containers, tent platforms and covered group shelters (among others) will boost the profile of the route regionally, nationally and internationally.

“This project directly contributes to the Sunshine Coast destination development strategy and will offer product development and experience enhancements that cultivate a unique sense of place,” says PRESS Project Manager Hugh Prichard. “Tourism businesses will also be encouraged to elevate their visitor experience, providing accessible, inclusive, authentic and experiential tourism products that meet visitor demands and extend into the shoulder seasons.”

The Powell Forest Canoe Route Revitalization project highlights activities that will also generate further opportunities for other social, environmental and economic initiatives, including the attraction of a broader target market. Innovation for this project takes the form of intelligent site design that adheres to the best practices in Leave No Trace camping. The inclusion and telling of the human and natural history story to guests through informational kiosks, online and print media will also be incorporated.

This project also offers opportunities for supporting new employment and economic opportunities through the growth of existing businesses and diversification, such as the Powell Lake Outdoor Learning Centre (OLC). The OLC, built in 2008 with ICET support, offers day and multi-day trips on the Canoe Route and the Sunshine Coast Trail, both of which are integral to the Centre’s operation and potential development. As an inclusive service provider, the Centre provides employment opportunities to assist vulnerable, marginalized or at-risk individuals and groups to overcome social and economic barriers.

The project is supported through ICET’s EIIP Destination Trail funding stream. ICET is contributing \$102,000 towards the project’s overall \$409,000 cost.

The project is expected to get underway shortly.

For more information about the Economic Innovation and Infrastructure Program please see our guidelines and application form: <https://www.islandcoastaltrust.ca/economic-infrastructure-program>

###

[About the Island Coastal Economic Trust \(ICET\)](#)

Created and capitalized by the Province of BC in 2006, the Island Coastal Economic Trust (ICET) mission is to create a more diverse and globally competitive Island and Coastal economy. In partnership with local and regional government, non-profits and indigenous

communities, ICET serves nearly half a million residents. Funding and support for economic infrastructure and other economic diversification initiatives is delivered through a unique community centered decision-making process. Since inception, ICET has approved more than \$54 million in funding for over 240 initiatives. These investments have leveraged over \$270 million in new investment into the region creating more than 2500 construction phase jobs and 2650 long term permanent jobs.

For further information:

[Amanda Fortier](#), Communications Officer

Island Coastal Economic Trust

Tel. 250-871-7797 *232

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Building a diverse and sustainable economy.



SMALL CAPITAL FUNDING PROJECTS SUPPORT TECHNOLOGY, ACCESSIBILITY AND EXPANSION

Powell River, Galiano Island, Gibsons and Madeira Park latest funding recipients

COURTENAY, 5 May 2021 – Four new grants have been approved for Tourism Powell River, the Galiano Conservancy Association, the Gibsons Community Building Society and the Loon Foundation to help with business restart and recovery activities, under the Island Coastal Economic Trust (ICET) [Small Capital Restart Funding program](#).

The quick response funding program was launched in early June 2020 to provide immediate support, of up to \$15,000, for urgent and innovative solutions to the operational restrictions and business closures imposed by pandemic health and safety restrictions.

The Tourism Powell River’s Mobile App for Visitors and Locals project will implement a uniquely designed, cross-platform, information-based app that showcases business and tourism assets in the qathet Regional District. The project will provide both locals and visitors with valuable referral to point-of-sale information to help in local business recovery. A QR code and VIP card, available at the Visitor Centre, discounts and push notifications will complement the app and increase direct referrals to local businesses.

“Encouraging the adoption of technology is one of the ways that we can support restart and recovery in the local business community,” says ICET CEO Line Robert. “We’re really impressed with how the region’s businesses, nonprofits and communities have

reimagined traditional business models and industry approaches to guarantee their long-term resilience and sustainability.”

The Millard Learning Centre (MLC) will receive funding to build additional camping sites on their 10-hectare nature conservation reserve. The extra sites will enable the Galiano Conservancy Association’s (GCA) to observe health and safety restrictions while maintaining its capacity to host groups and educational programs. Over the last year more than 90% of education programs had to be cancelled. The project will also help diversify the activities and types of groups that can be hosted simultaneously, providing room for growth and increasing sustainability.

The Gibsons Public Market is, normally, a thriving mixed-use facility on the Sunshine Coast that integrates community gathering spaces with a marine education centre and bustling local market. To address health and safety restrictions and the building’s acoustic challenges, the Gibsons Community Building Society will purchase and install acoustic improvements and livestreaming technology. These improvements will enable the Market to hold video and/or livestreaming events, programs, workshops and educational curriculum and host virtual engagement activities such as hybrid meetings, workshops and events.

“Public markets play an integral role in our communities’ social and economic well-being,” says ICET Board Chair Aaron Stone. “Ensuring the long-term sustainability of these vibrant spaces, in safe and inclusive ways, is a necessary step towards rebuilding our region’s economy.”

The Loon Foundation’s Madeira Park project will develop a plot of land behind the EarthFair Store, into a landscaped, open-air gathering space to host community and visitor activities. Over the past year, the non-profit has lost important revenue streams normally generated from entry donations, school programs and public workshops. This project will allow the organization to reach new markets while supporting greater vitality in the local business, restaurant and commercial area by providing safe al fresco dining, gathering and entertainment options.

The Tourism Powell River project is currently underway, while the Millard Learning Centre, Gibsons Public Market and Loon Foundation’s projects are set to commence shortly.

For more information on past Small Capital Restart Funding Stream projects, please visit our website: <https://www.islandcoastaltrust.ca/recovery-programs>

###

[About the Island Coastal Economic Trust \(ICET\)](#)

Created and capitalized by the Province of BC in 2006, the Island Coastal Economic Trust (ICET) mission is to create a more diverse and globally competitive Island and Coastal economy. In partnership with local and regional government, non-profits and indigenous communities, ICET serves nearly half a million residents. Funding and support for economic infrastructure and other economic diversification initiatives is delivered through a unique community centered decision-making process. Since inception, ICET has approved more than \$54 million in funding for over 240 initiatives. These investments have leveraged over \$270 million in new investment into the region creating more than 2500 construction phase jobs and 2650 long term permanent jobs.

For further information:

[Amanda Fortier](#), Communications Officer

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REQUEST FOR DECISION

To: ACRD Board of Directors
From: Michael McGregor, Lands and Resources Coordinator
Meeting Date: May 12, 2021
Subject: Healthy Watersheds Initiative Grant Funding

Recommendation:

THAT the Alberni Clayoquot Regional District Board of Directors authorize the CAO to execute the proposed grant agreement between the Healthy Watersheds Initiative and the ACRD for \$40,000 for the Bridge Replacement on Log Train Trail at Platzer Creek.

Summary:

The current Platzer creek bridge was identified as beyond its useful life and a potential source of liability by ACRD staff in 2020. With this \$40,000 contribution from the Healthy Watersheds Initiative (HWI) Grant a replacement aluminum span bridge structure will be fabricated and installed within the fisheries regional timing window for instream works (August 15 – September 15) 2021.

Time Requirements – Staff & Elected Officials:

Awarding the construction contract, public engagement and managing the work will require staff time and resources. Meeting the grant reporting requirements will involve both the CFO and GM of Community Services.

Financial

If the above recommendation is approved, then an amendment to the Financial Plan will be made later this year to reflect the additional funding provided for a first nations engagement component of this project.

Strategic Plan Implications:

Supporting this project is in line with strategy 1.2 Leverage Community Works Funds and Other Grants.

Submitted by: Michael McGregor
Michael McGregor, Lands and Resources Coordinator

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

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



REQUEST FOR DECISION

To: ACRD Board of Directors
From: Brenda Sauve, Environmental Services Coordinator
Meeting Date: May 12, 2021
Subject: LBA – New lease lot proposal – Marine Plastic Reuse Centre

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a (3) three-year term lease agreement effective June 1, 2021 until May 31, 2024 with Benjamin Boulton at the Long Beach Airport at a rate of \$6,500.00/year plus GST and yearly CPI increases.

Desired Outcome:

To increase revenues at the Long Beach Airport through the development of short-term leases, and to support waste diversion of marine plastics.

Summary:

The Westcoast Marine Solution Society has submitted a proposal, attached, for a lease lot at the Long Beach Airport (LBA) to create a Marine Debris Reuse Centre with the goal of reusing, repurposing and recycling recovered marine plastics. This phased project intends to support self-sufficiency and economic resiliency for the coastal communities while strengthening a local circular economy. Phase 1 will focus on reuse of materials for the creation of value-added consumer goods such as hanging flower baskets made out of dragger balls. They will work with local artists who will donate a portion of sales to the organization and seek revenue through the fisheries/aquaculture gear buyback program. Phases 2 and 3 will add technology and infrastructure to recycle and remold recovered materials into consumer materials and products to be utilized locally. This will offset the purchase of materials from overseas and reduce volumes that need to be shipped to the mainland for recycling. Funding has been secured for Phase 1 and grant applications for Phases 2 and 3 are in progress. This is a non-profit venture and will have a five member board of directors including a member from the Tla-o-qui-aht First Nation.

This proposal will not interfere with the current ocean plastic recycling depot established at the West Coast Landfill as the volume of plastic ocean debris on the west coast far exceeds the capacity for this re-use center. The type of materials that will be able to be processed through this site will be limited to higher value and quality materials. Marine debris can often be a wildlife attractant and this activity has the potential to negatively impact airport operations if not managed correctly. The Westcoast Marine Solution Society have submitted a wildlife management plan, attached, which has been reviewed and approved by staff. This will be an attachment to the lease and section 12.1 regarding nuisances provides the Regional District the authority to terminate the lease if the site activities create a wildlife problem or impact airport operations.

Time Requirements – Staff & Elected Officials:

Several hours of staff time will be required to work with the proponent to support various aspects of the proposal and execute a lease agreement.

Financial:

The proposal requested a lease rate of \$6,500 per year. As this is a new lot and does not have an assessed market value, staff have reviewed the current lease rates at the LBA and determined that this rate is above the current comparable

rates for undeveloped and unserviced sites, such as the Department of National Defence(DND) lot lease rate and Coastal Hive lot rate. The lessor will pay the ACRD \$6,500.00/year plus GST and yearly CPI increases as well as any Airport Improvement Charges or fees.

Strategic Plan Implications:

This initiative supports strategy 3.2 to improve recycling and diversion programs throughout the region and 5.1 to engage with community partners to identify opportunities for alignment and cooperation.

Policy or Legislation:

As per ACRD Officers Delegation Bylaw and the Local Government Act. A public Notice of Disposition will be placed prior to the lease term date.



Submitted by: _____
Brenda Sauve, Environmental Services Coordinator



Reviewed by: _____
Jenny Brunn, GM of Community Services



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

Proposal for Marine Debris Reuse Centre at CYAZ Long Beach Airport

Background

WMSS is proposing to create a marine plastic reuse centre in the Traditional Territories of the Tla-o-qui-aht First Nation at the CYAZ Long Beach Airport. The following proposal outlines a phased approach at development of the site with the goal of reusing, repurposing and recycling marine plastics, creating self-sufficiency and economic resiliency for our coastal communities. Funding has been secured for Phase 1 and grant applications for Phases 2 and 3 are in progress. This venture will be structured as a non-profit and will have five members on the board of directors including one director from the Tla-o-qui-aht First Nation.

We will be partnering with local non-profit organizations that are carrying out the shoreline and derelict vessel removal projects under the announced funding from the BC Ministry of Environment and Climate Change Strategy. A gap exists in the local end of life management for current marine debris projects with the Ocean Plastics Depot at the West Coast Landfill near maximum capacity. The existing recycling practice in place is to ship the recyclable materials to the Ocean Legacy Foundation's Richmond sorting/recycling facility where the desirable plastic is chipped. Some of the chipped plastic is diverted overseas and turned into consumer goods, which will inherently end up back in the marine ecosystem. There is a need for a truly green solution, one that does not require a huge fossil fuel input in order to process this debris.

Scope of Practice

WMSS is looking for Board approval to move forward with Phase 1 and has presented Phase 2 and 3 with the hope that we will receive funding in order to eventually create a unique and cutting-edge facility. The timeline for Phase 2 and 3 is a rough estimate at this time. Income during Phase 1 will be generated for the non-profit through the creation of value-added consumer goods such as hanging flower baskets made out of dragger balls, working with artists who will donate a portion of sales to the organization and a fisheries/aquaculture gear buyback program.

Phase 1: June-October 2021

- Develop site for storage and sorting of clean marine debris
- Create value added prototypes off-site for larger scale production in Phase 2
- Prepare and submit grant applications to fund development/building permit for warehouse for in-situ recycling and production of consumer goods
- Submit building permit/development application for warehouse

Phase 2: November 2021-June 2022

- Construct reuse/recycling warehouse and laboratory pending district/community approval and funding
- Conduct research and development into alternative material uses

Phase 3: June 2022-October 2022

- Reuse/recycling centre fully operational with 3 local staff from Tyhistanis community
- Continue research and development into alternative material uses

The facility we are working towards will house a sterilization unit and a low energy input plastic chipper similar to units found throughout Asia. Different types of chipped plastics will have various applications from 3D printing to reusable consumer goods to reinforced concrete aggregate material and beyond. Benefits to our local West Coast communities include year-round jobs that are not reliant on tourism, a local recycling and repurposing facility contributing to a circular economy around plastic waste and a local material source for value added products.

WMSS is seeking board approval for Phase 1 of this project and hoping to secure a 3-year lease starting June 1, 2021. Based on our current budget we can afford a yearly lease of \$6500. For the first month the lease will be under my name and then will be transferred into WMSS name once the organization is incorporated early-mid June.

We are excited to work with the ACRD, the Tla-o-qui-aht First Nation and non-profit partners in order to secure a self-sufficient and resilient future for our community and local economy. I would like to thank the ACRD Board of Directors for taking the time to review this proposal.

Contact Info: Ben Boulton

Cell: 778-348-1650

Email: ben.m.boulton@gmail.com

Please note that I will be out at sea on a coastal cleanup on the North coast of BC and out of cell service from May 10-May 28.

CYAZ Wildlife Management Plan for WMSS Marine Plastics Reuse Centre

1.0 Scope of Practice

WMSS will be operating a marine debris reuse facility at CYAZ. Daily operations include clean debris sorting and storage.

The largest potential threat to airport operations is birds being attracted to marine debris and in turn interfering with airport operations. Marine debris that enters the site will be clean and free of any organic matter and free of scents.

2.0 Wildlife Management

In the field, materials will be sorted and cleaned and placed in clearly labelled helicopter super sacks. Sand and visible organic material will be removed to the best of the field crew's ability. At the offloading location, a portable high-powered pressure washer and large rinse totes will be present to further remove any marine organics and scents.

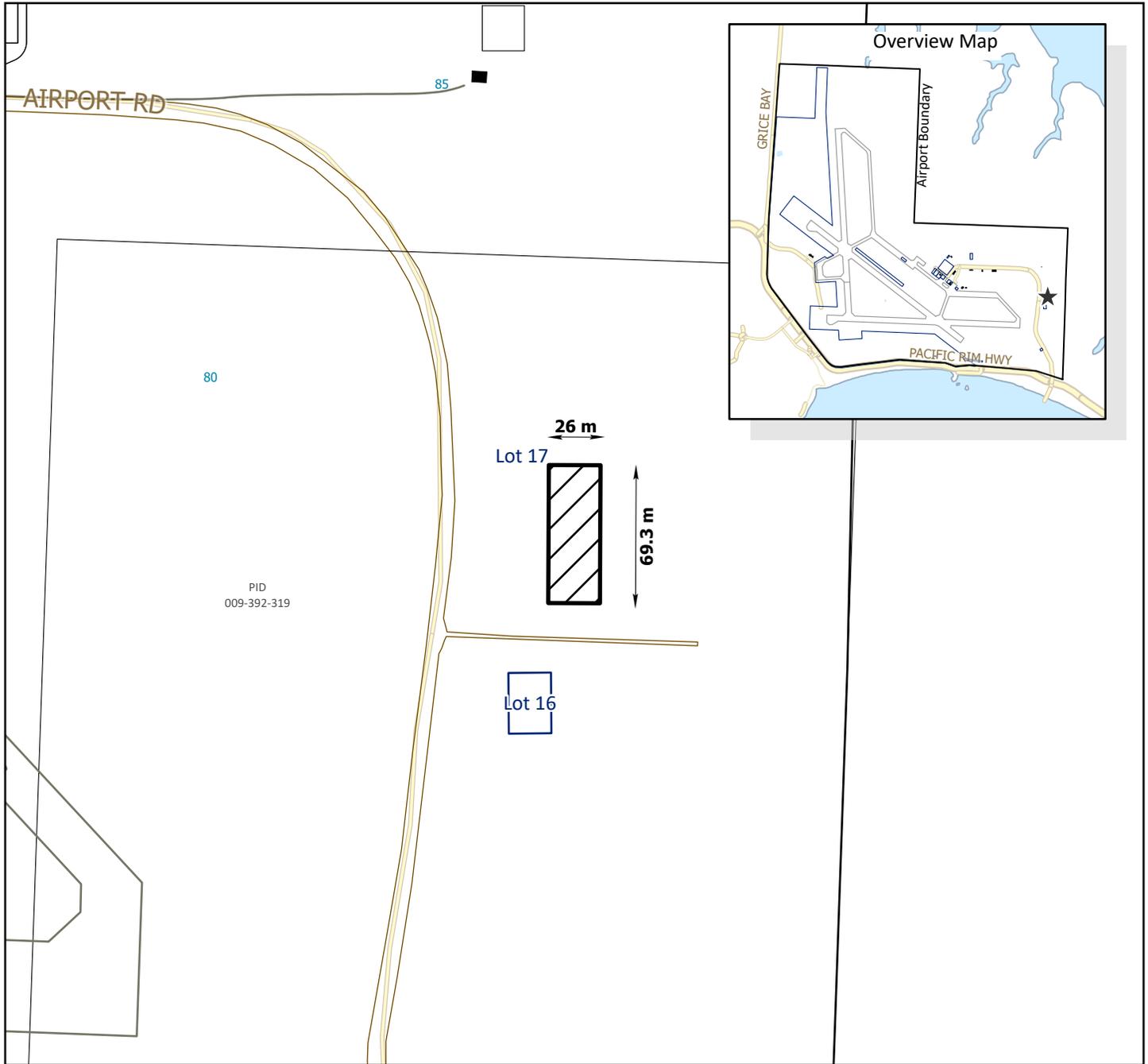
Onsite, debris will be sorted by type of plastic and stored in the proper location. Tarps will be placed over any super sacks or debris that may be visually attractive to certain species of birds. If it is discovered that birds are attracted to a specific type of Marine Debris, said debris will be stored inside one of the facilities containers under heavy duty lock and key.

There will be no food stored on site and any waste will be removed immediately from site.

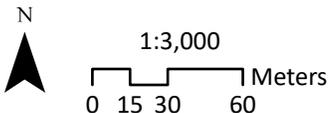
Ben Boulton, WMSS representative will confer with the Airport Manager, Mark Fortune, periodically to ensure our operations are strictly adhering to the CYAZ Wildlife Management Plan.

Schedule 'A'

This schedule is attached to and forms part of Long Beach Airport Lease Lot '17'



Long Beach Airport Lease Lot '17'
25m x 69.25m ; 1800.5 m²
over a portion of LOT 163, CLAYOQUOT DISTRICT, EXCEPT
PART IN PLANS 1417RW, 11182, AND 32328





REQUEST FOR DECISION

To: ACRD Board of Directors

From: Alberni Valley and Bamfield Committee/
Jodie Frank, Organics Coordinator

Meeting Date: May 12, 2021

Subject: Bylaw R1029-4 Amendment of Alberni Valley Landfill Tipping Fee and Regulation Amendment

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1029-4, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2021.

Summary:

At the May 5, 2021 Alberni Valley and Bamfield Committee meeting the Committee was presented with the attached report that includes: a new fee for the disposal of Organics at \$115/tonne; an increased rate for Commercial Mixed Recyclables and Cardboard at \$350/tonne; and a reduced rate for the minimum charge for Asbestos Containing Materials at \$25.

Staff had recommended including a rate of \$5 per 20 litre container fee for disposing food waste at the landfill. The committee discussed this idea at length and expressed concern that this would not produce a rate structure that strongly encouraged and incentivized diversion of organics and recycling. Staff have removed this from the bylaw amendment and will review the self-haul rate options to propose alternate recommendations. Staff are beginning consultation with the electoral areas on organics diversion to determine what systems will best support the ACRD's waste reduction objectives whether that be a 3-stream roadside collection system similar to what is being rolled out in the City of Port Alberni or other self-haul, collection and/or material ban options.

The Alberni Valley and Bamfield Committee recommended that the ACRD Board of Directors approve the attached amendment to Bylaw R1029-4 Alberni Valley Landfill Tipping Fee and Regulation Amendment Bylaw No. R1029-4, 2021.



Submitted by: _____
Jodie Frank, Organics Coordinator



Reviewed by: _____
Jenny Brunn, GM Community Services



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



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Committee
From: Jodie Frank, Organics Coordinator
Meeting Date: May 5, 2021
Subject: Bylaw R1029-4 Tipping fee for Organics at the Alberni Valley Landfill

THAT the Alberni Valley and Bamfield Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve adopting Bylaw R1029-4, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2021 that includes: a new fee for the disposal of Organics at \$115/tonne and \$5 per 20 litre container; an increased rate for Commercial Mixed Recyclables and Cardboard at \$350/tonne; and a reduced rate for the minimum charge for Asbestos Containing Materials at \$25.

Desired Outcome:

To create a new fee for the disposal of organics to support the Regional Organics Diversion program and adjust the other rates to ensure compliance and support a cost recover model.

Summary

Organics

As part of the Strategic Priorities grant funding of the regional organic's diversion project, upgrades to the Alberni Valley Landfill (AVL) have been approved to expand the layout to support organics collection and other diversion streams. The ACRD has commissioned a contractor to begin upgrades to the AVL that will include construction of a dedicated tipping area for the City of Port Alberni's split body collection trucks to unload curbside material that will be easily transferred to the processing facilities. The new dedicated public recycling area will allow additional space for Recycle BC material and the newly expanded stewardship programs as well as residential drop-off for organic material. As a result, an amendment to the current bylaw is required to set a fee for the disposal of organic material at the landfill.

The current Bylaw R1029-3 Tipping Fee and Regulation includes fees for disposing of yard waste including branches, grass and leaves, however it needs to be expanded to include a definition and rate for organics: any food waste, kitchen scraps or yard waste. The per tonnage rate will apply to the City of Port Alberni loads of curbside collected organics and any large volume haulers and the \$5 flat rate will also allow residents who are outside the City of Port Alberni to have access to organics disposal and diversion at the landfill.

The material disposed of at the organic drop off area will be transferred to Earth Land and Sea(ELS) who recently was awarded the contract for Organics Processing within the Alberni Valley. This contract requires that independent commercial organics loads be received at their site for the same tipping/processing fee of \$80/tonne and that weights and volumes be reported to the Regional District for waste data tracking.

The proposed tipping fees are in-line and non-competitive with the market price of \$5.00/20 litre container that ELS currently charges for the food waste drop-off service the company provides. The \$115/tonne fee is recommended as it is comparable to other regional districts and establishes an incentive to divert this material as the rate is lower than the rate for waste of \$130/tonne. This fee will also encourage businesses to haul directly to ELS to pay \$80/tonne.

Commercial Mixed Recycling and Cardboard

The AVL currently accepts commercial cardboard and mixed recycling at a rate of \$200/tonne with a \$15 minimum charge. These materials are not accepted in the Recycle BC program which is limited to residential use. This rate was

recently established to provide an option for small businesses to recycle who did not produce enough volume to hire on-site collection services. Based on the analysis of costs associated with recycling these materials over the 2020 period, it was determined that the rate of \$200 is running at a deficit and the cost per tonne for this material needs to increase to \$350/tonne. This rate increase will encourage local businesses to set up their own cardboard collection system or if they wish to use the landfill recycling center, will charge fees to fully cover the cost of collecting, transporting and recycling this material.

Asbestos Containing Materials(ACM) - Minimum Charge

A resident recently brought a small amount of ACM to the landfill for proper disposal. The minimum rate of \$120 was appropriately applied. Staff received a request from this resident to reconsider this charge as they felt it was too high. Unnecessarily high minimum rates may inadvertently encourage landfill users to hide asbestos containing materials in with other garbage to avoid high fees or find other improper disposal options. Staff have investigated the actual costs for managing ACM, the minimum rate and other informal feedback received by landfill staff. Staff recommend that the minimum rate be reduced from \$120 to \$25. This rate is still adequate to recover the costs associated with properly managing the material.

Time Requirements – Staff & Elected Officials:

The proposed changes to the Alberni Valley Landfill Tipping Fee and Regulation Bylaw No. R1029-4 has been prepared as an amendment (attached). There will be some staff time involved in adopting the amendment and communicating these changes to the public including advertisement and promotion if these changes are adopted.

Financial:

The organics tipping fee rates are anticipated to fully recover their own costs for the portion of landfill/transfer station operation costs, transportation costs and tipping fees at the processing facility. However, these will be reviewed after 6-9 months of program operation to confirm these estimates. The reduced volumes being landfilled will extend the life of the landfill, deferring capital projects and closure costs.

The commercial cardboard and recycling program ran a deficit of approximately \$1,000 in 2020. This adjustment of rates will fully recover costs to operate the program. The reduction of the minimum rate for asbestos containing materials will reduce revenues for small volume loads by up to an estimated \$1,000 in 2021 but will encourage residents to properly dispose of the material.

Strategic Plan Implications:

This initiative supports the Strategy 3.2 of the Regional Districts Strategic Plan which has an objective to improve recycling and diversion programs throughout the region.



Submitted by: _____
Jodie Frank, Organics Coordinator



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



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

To: AVB Committee

On March 12, 2021, I attended the Alberni Valley Landfill with a small bag of old duct tape which I had removed from the ducts in my 50+ year old cabin.

I googled the requirements and the product was double bagged (in the extra thick bags) and goose necked shut. The bags were not full and the attendant at the landfill said it could not have been more than a couple of pounds.

There was much discussion about the charge. It was not gypsum/ drywall (which may contain asbestos if it is old). If it had been gypsum/drywall the minimum charge would have been \$10. Instead, it was coded as "asbestos containing material" with a minimum charge of \$120.

The minimum charge, compared to the minimum charge for old drywall, does not seem reasonable. Perhaps the \$120 minimum was designed for much more hazardous waste.

Please reconsider this minimum charge and a revised charge for future transactions.

Thank you

Ross

Ross B Hill
250.882.8593

**Schedule A
Charges**

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

Recyclable Materials	Tipping Fee	Other Charges
Residential Corrugated Cardboard	No Charge	
Commercial Corrugated Cardboard	\$350.00 per tonne	\$15.00 minimum
Commercial Mixed Recycling	\$350.00 per tonne	\$15.00 minimum
Metal, including appliances	No Charge	
Gypsum	\$250.00 per tonne	\$10.00 minimum
Clean wood waste	\$120.00 per tonne	\$10.00 minimum
Stewardship Materials, including car batteries	No Charge	
Tires	\$170 per tonne	\$2.00 each tire
Mattresses	\$20.00 each	
Organics	\$115.00 per tonne	
Residential Branches	\$5.00 per load	
Commercial Branches	\$120.00 per tonne	\$10.00 minimum
Grass and Leaves Material	No charge	

Controlled Waste	Tipping Fee	Other Charges
Construction/Demolition Waste	\$160.00 per tonne	\$15.00 minimum
Land clearing debris	\$120.00 per tonne	\$15.00 minimum
Pumpings from domestic septic tanks	\$160.00 per tonne	
Catch basin and manhole material	\$160.00 per tonne	\$150.00 minimum
Asbestos Containing Materials	\$500.00 per tonne	\$25.00 minimum
Fish, shrimp shells, and animal carcasses	\$200.00 per tonne	\$100.00 minimum
Medical Facility Waste	\$132.00 per tonne	
Loads containing fish feed totes	\$400.00 per tonne	\$120.00 minimum
Contaminated Soils:		
Provided that the Ministry of Environment has approved of disposal of the contaminated soil, without treatment, at the Alberni Landfill	\$50.00 per tonne	
Provided that the Ministry of Environment has approved of the treatment and disposal of the contaminated soil at the Alberni landfill	\$100.00 per tonne	Plus estimated out-of-pocket treatment costs



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: Charity Hallberg Dodds, Planning Technician
Meeting Date: May 12, 2021
Subject: DVE20010, Michele Jamieson, 7194 McKenzie Road, Port Alberni

Recommendation: *THAT the Board of Directors issue development variance permit DVE20010.*

Summary: At the April 14, 2021 Board meeting, the Board of Directors considered development variance permit application DVE20010 for the property located at 7194 McKenzie Road, legally described as LOT 3 DISTRICT LOT 166 ALBERNI DISTRICT PLAN 12220.

The Board resolved that this application proceed to the next stage of the variance process. This involved notifying all neighbouring property owners and residents within 100 meters of the property, which was completed on April 21, 2021. To date, one letter of support (attached) has been received. If additional correspondence is received prior to the May 12, 2021 Board meeting, staff will inform the Board.

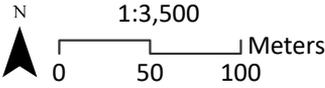
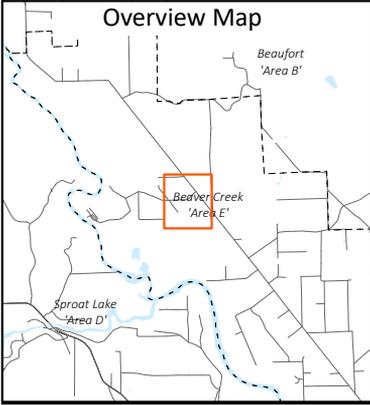
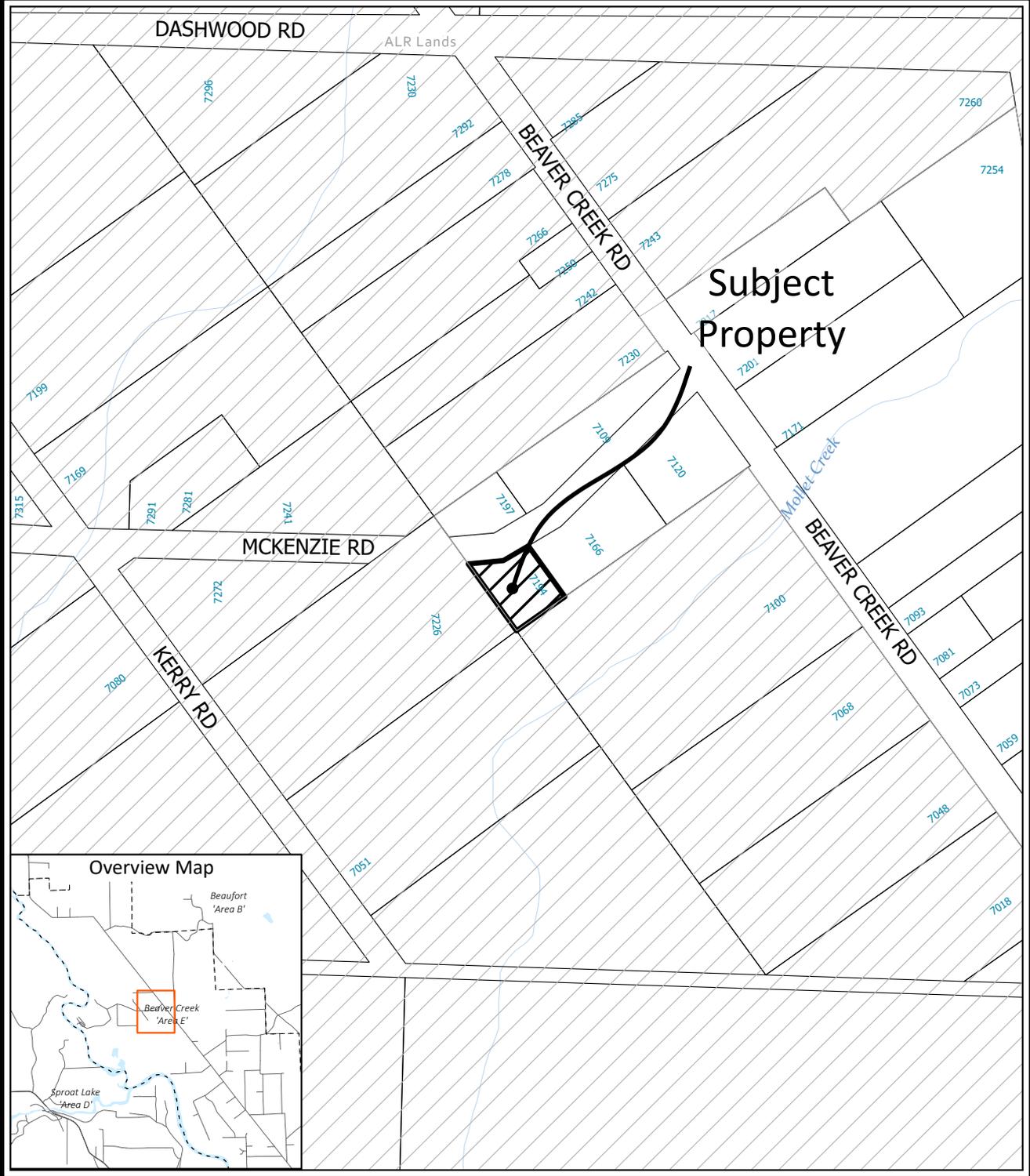
The development variance permit would reduce the required front yard setback from 50 ft (15 m) to 25 ft (7.5 m), in the Rural (A2) District, to accommodate placement of a mobile home as a primary residence.

Submitted by: 
Charity Hallberg Dodds, Planning Technician

Reviewed by: 
Alex Dyer, MCIP, RPP, Planning Manager

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

DVE20010



Legal Description: LOT 3 DISTRICT LOT 166 ALBERNI DISTRICT PLAN 12220

From: [Rob & Petra](#)
To: [Planning Shared](#)
Date: May 4, 2021 1:42:25 PM

Hello,

This is to confirm that we received notice of development variance permit regarding our next door neighbour wanting to vary the offset from 50' to 25' to accommodate a trailer on their property. We have no objection to this and support them in their plans to upgrade the property.

thank you

Rob and Petra McCurrach
7166 McKenzie Road
Port Alberni
250 724 0449



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

DEVELOPMENT VARIANCE PERMIT NO. DVE20010

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: Michele Jamieson
Address: 7194 McKenzie Road, Port Alberni

With respect to:

Legal Description: LOT 3 DISTRICT LOT 166 ALBERNI DISTRICT PLAN 12220

PID: 004-967-879

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- i. Development variance of Section 200 – Schedule No. II – Bulk and Site Regulations of the ACRD Zoning Bylaw to reduce the required front lot line setback for a property zoned Rural (A2) District from 50 feet (15 meters) to 25 feet (7.5 meters) for placement of a mobile home as a primary residence.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on _____, 2021.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on _____, 2021.

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Board of Directors

DVE20010



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: Charity Hallberg Dodds, Planning Technician
Meeting Date: May 12, 2021
Subject: TUP20004, Joshua Dahling and Heather Mohan, 5458 Highland Drive, Port Alberni

Recommendation

THAT the Board of Directors issue Temporary Use Permit TUP20004.

Background

On April 14, 2021, the Board considered an application for a Temporary Use Permit for the property located at Highland Drive, legally described as LOT 17 DISTRICT LOT 23 ALBERNI DISTRICT PLAN VIP79780.

The Board resolved to proceed to the next stage of the Temporary Use Permit process. Completed public notification included publishing a notice in the May 5, 2021 issue of the Alberni Valley News and mailing a notice to all owners and residents of properties within 100 metres of the subject property on April 22, 2021.

Five (5) letters of correspondence (attached) have been received from the public to date. Four letters express opposition and one letter expresses support. If any additional correspondence is received prior to the May 12, 2021 Board meeting, staff will inform the Board.

If approved, the permit would allow the applicants to use the two-bedroom accessory dwelling unit, located within the home, as a short term vacation rental for a 3-year term.

Prepared by: 
Charity Hallberg Dodds, Planning Technician

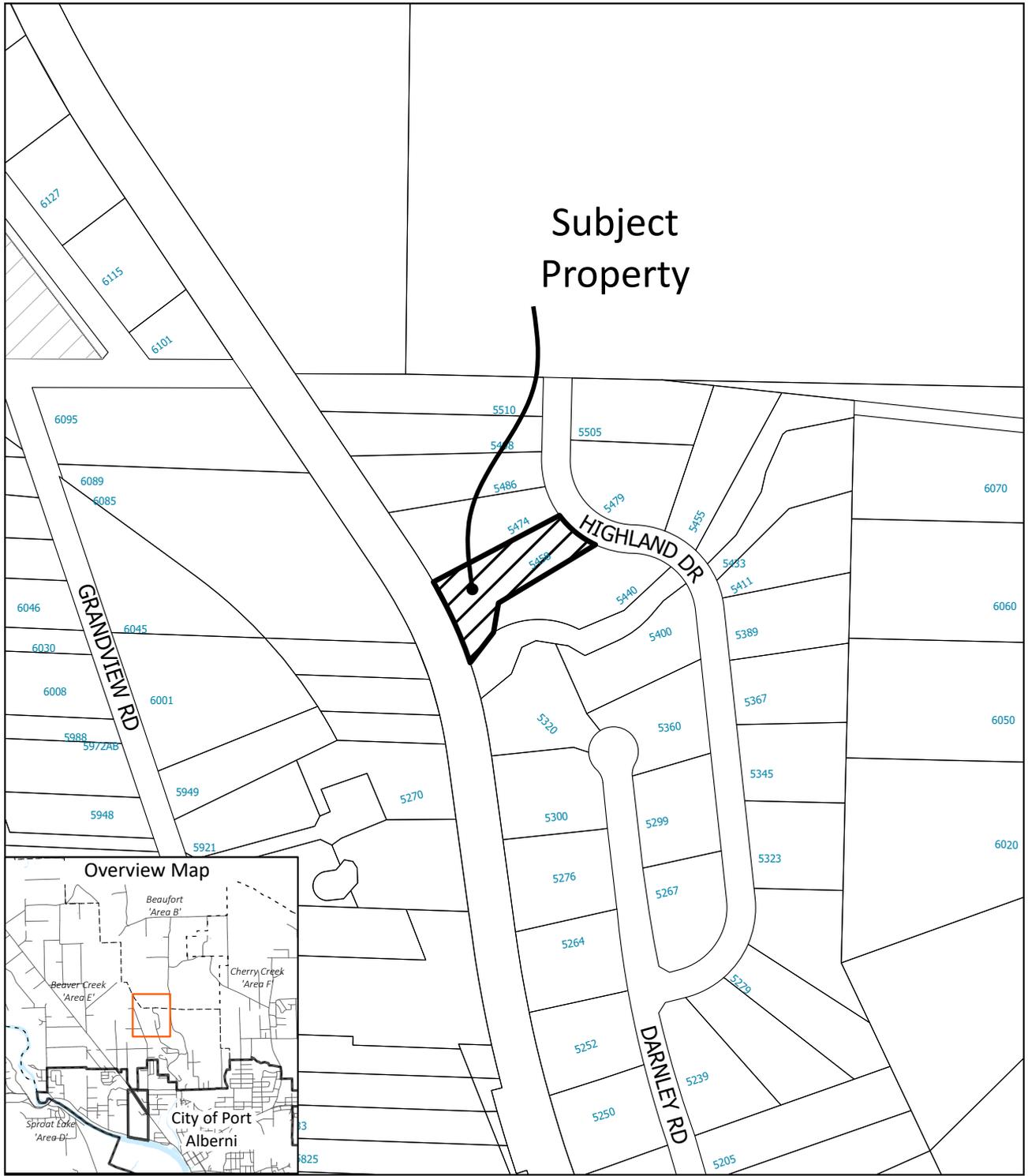
Reviewed by: 
Alex Dyer, MCIP, RPP, Planning Manager

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

TUP20004

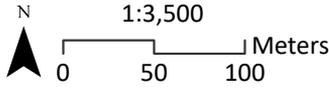
Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?if?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe, Toquaht Nation
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

Subject
Property



Overview Map

Legal Description: LOT 17 DISTRICT LOT 23 ALBERNI
DISTRICT PLAN VIP79780



From: [Shelley Royendyk](#)
To: [Planning Shared](#)
Subject: Tup 20004- 5458 Highland drive
Date: April 29, 2021 2:52:55 PM

Thank you for the notice of intent. I live at 5440 Highland Drive, beside the proposed short term rental property. I purchased my home in this neighbour for privacy. AirBNB traffic and the proposed access driveway, is right beside my property and gives me no privacy. My house sits lower than their current address. The current owner has removed foliage to enhance the access driveway to their proposed lower level. I have grandchildren and the proposed TUP is a major concern for me with regards to safety for them and us, with no privacy or barrier between us and the neighbouring access driveway. Their lower deck and hot tub have a clear view into our property and backyard which makes it more difficult with who is staying at the AirBNB and safety concerns with the guests, not to mention we are still in a pandemic.

So we, as property owners next door, do not support the proposed AirBNB for 5458 Highland Dr. .

Is this letter confidential, as I do not wish to create trouble between ourselves and our neighbour?

However our concerns need to be addressed and heard for a solution for everyone tone comfortable with this ..

Dan and Shelley Royendyk

From: [Joanne Bouchard](#)
To: [Planning Shared](#)
Cc: [heather Mohan](#)
Subject: Application for TUP
Date: May 4, 2021 8:29:51 PM

Attn: Planning committee
Re: TUP 2004 -5458 Highland Drive, Port Alberni.

We have received your letter outlining the notice of intent for a temporary use permit for the property noted above. Our property is adjacent to this address and we are fully in favour of this application for a license to operate as a temporary use permit, or better known as Airbnb.

We met Heather and Josh when they purchased this home nearly three years ago. The previous owners who had built the home ten years prior had let the property deteriorate by their lifestyle choice. The one acre property was overgrown with Broom and Black Berry bushes, garbage was strewn around the yard and on many occasions we noticed and reported them for burning plastics and household garbage in the back yard. So it was with trepidation that we welcomed Heather, Josh and family to the neighborhood. Since their arrival, they have invested heavily, both financially and in sweat equity in restoring the home and property back to a level that matches the neighbourhood.

We believe that this Airbnb would be a great opportunity to help the Port Alberni Valley in the growth of tourism. As is quite evident, tourists bypass the Alberni Valley in droves while on their way to the Pacific Coast. An overnight stay in Heather and Josh's quaint Airbnb would definitely provide guests with a positive view of Port Alberni and all that it has to offer.

Since their arrival to this valley, Heather and Josh have raved to everyone of what a hidden gem this valley is compared to what was portrayed in the news, ie; crime capital of Canada etc. In the three years since their arrival they have managed to visit more areas and meet more people than we have in the twenty five years since we arrived. They are definitely ambassadors for this valley.

We realize that some in our neighborhood are worried about extra traffic and noise. We highly doubt that one or two extra vehicles per week would be noticed and we, being the closest neighbours would be the ones most impacted. As it stands, there is currently a home business in the area that generates a substantial amount of vehicular traffic.

So in conclusion, we are very much in favour of your committee granting permission for this property registered Airbnb to be pursued. Heather and Josh are responsible professionals who have invested themselves in the betterment of this valley.

Jean and Joanne Bouchard
5474 Highland Drive
Port Alberni, B.C.
250-720-6546

From: [Nadine Chatwin](#)
To: [Planning Shared](#)
Subject: Tup20004-5458 highland drive
Date: May 3, 2021 7:14:58 PM

I'm writing this letter in regards to the TUP 20004 -5458 Highland Drive. I live in this neighborhood for privacy and do not support the proposed AirBNB with increased traffic flow on are dead end street. I would never move into a neighborhood that had an AirBNB in it. We built are home thinking it was a residential area, not commercial. In the future I would be very concerned it would be turned into a retreat for individual and families that need support. I have this concern since Heather and Josh, came to my door on May 3 2021. They proceeded to tell me there point of view on the AirBNB. I felt very intimidated and pressured. Then they proceeded to hand me a letter, which I will attach to this email, so ACRD staff can look at letter that was given to me.

Sent from my iPad

May 2, 2021

Hello Highland Drive Neighbours:

It's Heather and Josh writing to you from 5458 Highland Drive. We know that many of you recently received a notice from the ACRD acknowledging our application for a temporary use permit in order to operate an Airbnb from our home. We also understand that you may have concerns and questions about our plans. We are writing this letter today in hopes of providing you with additional information and context that may alleviate your concerns.

Of course, we would also welcome the opportunity to speak with you directly – either by phone or through a socially-distanced/in-person conversation. You can contact Heather on her cell phone at: **604-808-1199** or send an email to heather@campkerry.org if you would like to coordinate a time to meet.

A Little Bit About Us: We moved from the Lower Mainland in the summer of 2018 to this beautiful neighbourhood. Since the moment we arrived, we have known that moving here was one of the best decisions of our lives. We absolutely love where we live, and we love the community of Port Alberni. We hope to remain here, provided we are all healthy and well, for the rest of our lives!

We have 3 children ~ two still live and work in Burnaby (Serenity who is 20 & Isaiah who is 25) ~ and our 16 year old daughter Harmony lives here at home with us. In the past year we also acquired a Labradoodle puppy named Finley who you may have seen out walking with us or chasing balls up and down the street with Mayo (his golden retriever best friend who is often in residence at Jean & Joanne's house next door).

While we both have long histories of working in health care, education and social services – fifteen years ago we founded our own non-profit organization/registered charity, which now provides grief and bereavement support to over 1000 children, individuals and families in BC (and across Canada) every year. (www.campkerry.org). Prior to COVID-19, Heather used to travel on a regular basis for work, while Josh worked almost exclusively from home. Since the pandemic, we have been successful in transitioning all our work to virtual platforms and we both now work full-time from home.

The Story of Our 2-Bedroom Suite: Over the past several years you may have noticed a lot of construction activity going on at our house. We initially started renovations on our lower level with the plan of creating a fully self-contained 2-bedroom suite to house Heather's elderly mother. Nancy still lives alone in her own home in Ontario and has frequently expressed her desire to live with family rather than going into a retirement home when she is no longer able to cope on her own. Not long after we had completed the suite, Nancy changed her mind and decided that she could not leave her friends and routines in Ontario "just yet". While our long-term plan for Nancy to move into the suite remains unchanged, we decided to explore the option of creating an Airbnb in the meantime. We have a wide network of professional colleagues and friends who frequently travel and are often looking for quiet, comfortable places to stay when they visit Vancouver Island. We ourselves only stay in Airbnb's when we travel across Canada and have had nothing but positive experiences with this type of accommodation.

Rather than advertising our rental suite without an approved license, we applied for an ACRD temporary use permit. It was then that we learned of the lengthy review process by the District; including extensive safety, septic and fire code requirements that needed to be satisfied before our application could be

reviewed by the ACRD Board. Ironically, none of these additional expenses would have been incurred and none of these requirements would have needed to be met if we had chosen to rent our suite out to a long-term tenant or to run a home-based business. We also learned that, although there are numerous Airbnb's currently operating in the Port Alberni area (and throughout the Pacific Rim), we were actually the first ones to apply for a legal permit under the current review process.

Many of the negative public perceptions stemming from Airbnb's in Tofino and Sproat Lake appear to be from properties operating without legal permits and ACRD permission. According to our communications with the ACRD, in the future they will be issuing orders for unlicensed Airbnb's to close their operations, and they will be implementing fines for those who do not comply.

Going Forward; Our Reassurances to You:

We appreciate having heard from some of you about your concerns in relation to Airbnb's in general, and in the Highland Drive area specifically. To that end, we would like to reassure you that:

- We will abide by all provincial health orders and COVID-19 cleaning protocols in our suite.
- We will be at home whenever the suite is rented out.
- We do not intend to rent the suite out on a full-time basis as our insurance only allows us to have it occupied a certain number of days per year.
- Our suite will not be rented out to groups of people planning parties, special events or weddings.
- Guests will not be allowed to smoke in the suite or on the balcony of the suite.
- All guests will be pre-screened prior to staying in our home.
- We anticipate that most of our guests will be friends, colleagues and referrals from their networks; primarily individuals, couples or small families who are health-care professionals, teachers and/or government employees.
- Guests will be allowed a maximum of two vehicles and these will be parked either in our driveway or on the gravel parking area directly in front of our property. The second driveway beside our house is only for access to the back of our property where we eventually intend to store our boat, and for access to our septic. It will not be available for guests to use.
- Quiet hours are in place and will be enforced. Excessive drinking/partying will not be tolerated.
- One Airbnb in a neighbourhood does not automatically imply that others will be allowed. We have invested considerable time and personal expense to meet ACRD's legal temporary use permit requirements. If our home was to be sold in the future, the permit could not be transferred to the new owners. Each applicant is reviewed on their own merits and on a case-by-case basis. The process (as we have now learned!) is lengthy, time-consuming and expensive.
- We love and respect the beauty, the quiet and the peaceful setting of our home and the neighbourhood of Highland Drive. While we are happy to share our home, along with our love of the Alberni Valley with other like-minded people, we will never jeopardize our values by allowing guests to stay in our home who don't respect our space or the neighbourhood we are so grateful to have discovered and chosen to live in.

Please feel free to reach out to us at any time with your comments, questions and/or concerns.

Sincerely,

Heather & Josh

May 4 2021

Proposed temporary Use Permit
TUP 20004 – 5458 Highland Dr

We are submitting our objection re: TUP 20004

We live directly across from 5458 Highland Dr. We chose our spot 15 years ago because its quiet and peaceful. Very nice family oriented neighbourhood.

We believe once 1 permit issued it would open door for added businesses to follow in future.

The traffic and noise are our main concerns. We live at the end of Highland Rd and our traffic is very limited.

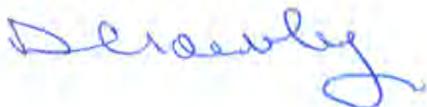
I have attached letter given to us by Heather Mohan and Josh Dahling May 2 2021

Thank you for considering our objections.

Sincerely

Jerry and Dianne Crowley

5479 Highland Dr

A handwritten signature in blue ink, appearing to read "D. Crowley", is written below the typed name.

May 2, 2021

Hello Highland Drive Neighbours:

It's Heather and Josh writing to you from 5458 Highland Drive. We know that many of you recently received a notice from the ACRD acknowledging our application for a temporary use permit in order to operate an Airbnb from our home. We also understand that you may have concerns and questions about our plans. We are writing this letter today in hopes of providing you with additional information and context that may alleviate your concerns.

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Going Forward; Our Reassurances to You:

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- We will be at home whenever the suite is rented out.
- We do not intend to rent the suite out on a full-time basis as our insurance only allows us to have it occupied a certain number of days per year.
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- Quiet hours are in place and will be enforced. Excessive drinking/partying will not be tolerated.
- One Airbnb in a neighbourhood does not automatically imply that others will be allowed. We have invested considerable time and personal expense to meet ACRD's legal temporary use permit requirements. If our home was to be sold in the future, the permit could not be transferred to the new owners. Each applicant is reviewed on their own merits and on a case-by-case basis. The process (as we have now learned!) is lengthy, time-consuming and expensive.
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Please feel free to reach out to us at any time with your comments, questions and/or concerns.

Sincerely,

Heather & Josh

Regional District of Alberni-Clayoquot
Proposed TUP 20004
5458 Waplesand Dr.



May 4th 2021

Proposed Temporary Use Permit
TUP20004 - 5458 HIGHLAND DRIVE

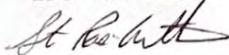
We are writing to object to the above temporary use permit for 5458 Highland Drive

By allowing Heather Mohand and Joshua Dahling to temporary run a Airbnb or short term vacation rental on there existing property will not be benifical to the area and home owners the noise generated from this type of vacation rental will effect others in the surrounding area. We moved to Port Alberni in 2008 to our home on 5486 Highland Drive from Tofino where we have experienced first hand how bed and breakfast and vacation rentals effect a neighbourhood. As a previous bed and breakfast owner in Tofino we bought turn key and ran our Bed and Breakfast for 10 years. We were one of the first rentals on our street and neighbourhood when we moved from Tofino every house had a vacation rental or bnb, the amount of noise disruptions, partying , traffic , no community lifestyle, was enough reason for us to leave our home, all peace and tranquility was gone.

We also feel that allowing this temporary use permit will open up for more homes that may have considered having a vacation rental or air bnb in the past and how this will now effect our peaceful quality of life here on Highland Drive. Overall, we feel allowing a temporary use permit for a Airbnb is not in the best interest of the home owners in the Beaver Creek Highland Drive Area and I strongly urge you to reconsider your decision.

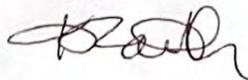
Sincerely,

Stephen Rae-Arthur
250 726 8003



5486 Highland Drive
Port Alberni BC
v9y 7g7

Kathleen Rae-Arthur
250 735 4214





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

TEMPORARY USE PERMIT NO. TUP20004

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

A Temporary Use Permit is hereby issued to:

Name: Joshua Dahling and Heather Mohan

Address: 5458 Highland Drive, Port Alberni

With respect to:

Legal Description: LOT 17 DISTRICT LOT 23 ALBERNI DISTRICT PLAN VIP79780

PID: 026-502-194

Civic Address: 5458 Highland Drive, Port Alberni

The Regional District of Alberni-Clayoquot hereby issues a Temporary Use Permit to Joshua Dahling & Heather Mohan with respect to property legally described LOT 17 DISTRICT LOT 23 ALBERNI DISTRICT PLAN VIP79780 subject to the conditions as follows:

1. This permit is issued for the operation of a two (2) bedroom short term vacation rental (STR) unit within the existing single family dwelling located at the subject property.
2. A maximum occupancy of two (2) persons per bedroom shall be permitted when the dwelling unit is being occupied as an STR.
3. The rental unit is limited to the Accessory Dwelling Unit within the single family dwelling.
4. The rental use of the property shall not change the residential appearance of the single family dwelling.
5. The owner or a caretaker must live on-site or be available within 20 minutes.
6. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
7. This permit is valid for three (3) years from the date of execution.
8. The operation of the STR must be in compliance with any orders or directives issued by the Provincial Health Officer.
9. At the time this permit expires, the property owner may apply to the Regional District to have it re-issued for a period of up to three (3) years or return the property to the original use permitted under the current zoning.
10. If the conditions of this permit are not met or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

At the time this permit expires, the property owner may apply to the Regional District to have it re-issued or the property owner must return the property to the original use permitted under the current zoning by way of ceasing any short term vacation rental use or rezone the property.

In accordance with the provision of Section 493 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on _____, 2021.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on _____, 2021.

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

TUP20004

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



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: Amy Anaka, MURP, MCIP, RPP, Planner

Meeting Date: May 12, 2021

Subject: Housing Needs Report Project Update

Recommendation:

THAT the memorandum be received.

Summary:

This memo has been prepared as an update on progress and next steps for the Housing Needs Report project, since the last written update was provided to the Board of Directors in January 2021. It also outlines the expanded project scope to include the four Maa-nulth Treaty First Nations (MTFN): Huu-ay-aht First Nations (HFN), Yuułuʔiłʔatḥ Government - Ucluelet First Nation (YG - UFN), Uchucklesaht Tribe Government (UTG), and Toquaht Nation (TN).

Background:

With the assistance of consultants, Planning staff have been working on the development of Housing Needs Reports (HNRs) for the six ACRD Electoral Areas (EAs), and four MTFN. The graphic below provides a visual summary of how the 10 HNRs are being completed, and their progress status. The Alberni Valley and West Coast planning areas have been grouped together based on geographical area for community engagement, data collection, and to utilize one consultant per area. Based on UBCM funding requirements, and provincial legislation (which requires a HNR for each EA), a separate HNR is being completed for each planning area.

Project Update:

In November 2020, ACRD and MTFN staff worked collaboratively to submit an amended ACRD HNR project application to UBCM to expand the project scope to include MTFNs' Treaty Settlement Lands for HFN, YG - UFN, UTG, and TN. In January 2021, the ACRD received a revised approval agreement and commitment of \$60,000 in additional grant funding to include the four MTFN into the overall ACRD HNR project. To accommodate this expanded scope of work, a project deadline extension was approved until October 31, 2021.

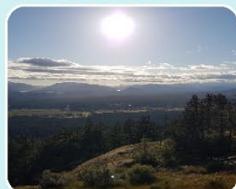
MTFN were made aware of this expanded project funding approval in January 2021. ACRD Planning and MTFN staff have since been working collaboratively on the HNRs. Part of the amended application included a resolution from each MTFN Council which specified each MTFNs' support for the ACRD, as the primary applicant, to manage the grant funding on their behalf. Tailored engagement with MTFN Citizens will be provided as advised by each MTFN, with a focus on modified methods of virtual community engagement during COVID-19.

The final ACRD HNR will include an overall summary report, as well as a dedicated report for each ACRD EA and the four MTFN. Completing an inclusive, regional ACRD and MTFNs' HNR will enable an overall better understanding of housing in the entire region, and will assist in providing for the future of all residents and

Citizens. Additionally, this collaborative partnership will work to improve regional information sharing, resource leveraging, and other important efficiencies.

ACRD Housing Needs Report Project

SUMMARY ACRD HOUSING NEEDS REPORT: 6 Electoral Areas & 4 Treaty First Nations



ALBERNI VALLEY

Beaufort, Sproat Lake, Beaver Creek, & Cherry Creek EAs

- Public Online Community Forum
- Draft recommendations presented to ACHN & AV APCs



BAMFIELD

- HNR drafted & under review



HUU-AY-AHT FIRST NATIONS

- Scheduled to begin in May



WEST COAST

Long Beach EA, Ucluelet First Nation & Toquaht Nation

- RFP closed April 29, proposals under review
- Joint project/consultant with Districts of Tofino & Ucluelet



UCHUCKLESAHT TRIBE GOVERNMENT

- Community engagement combined with UTG OCP Update

- Survey live:

www.letsconnecta.crd.ca/utg-hnr

An update on the HNRs, including next steps, is summarized in the following list.

Bamfield:

- Input from online engagement (including the community forums, survey, and Bamfield Advisory Planning Commission meeting) was used to draft recommendations and the final HNR, which has been drafted by Vancouver Island University (VIU).
- ACRD and VIU are working through data confirmation and revisions, and expect to have the final HNR completed by June 2021.

Alberni Valley EAs:

- Input from online engagement (including the public community forum, public survey, and stakeholder focus group meeting and survey) was used to draft recommendations. Note that initial engagement was completed in collaboration with the City of Port Alberni (public survey, and stakeholder meeting and survey).
- Feedback on the draft recommendations was received from the Alberni Clayoquot Health Network, and the four Alberni Valley Advisory Planning Commissions.
- The consultant, RFT Planning and GIS, and Planning staff are working on developing four HNRs and an overall Alberni Valley summary report, expected to be completed in August 2021. Note that the AV HNRs will build upon the engagement and data collection completed for the City of Port Alberni HNR.

Uchucklesaht Tribe Government (UTG):

- HNR is being lead by consultant Barefoot Planning + Design, with assistance from UTG staff and ACRD Planning staff.
- The HNR is being developed in collaboration with UTG's OCP Update, including most engagement activities. An online Citizens' meeting was held on April 10 to get feedback on the HNR and OCP projects.

- Online survey is available on ACRD Let's Connect, closing on May 10: <https://www.letsconnectacrd.ca/utg-hnr>.
- Final HNR is expected to be completed in August 2021.

Huu-ay-aht First Nations (HFN):

- Project scheduled to begin in May 2021, led by a consultant with assistance from ACRD Planning and HFN staff, and completed in September 2021.

Long Beach EA, Ucluelet First Nations (YG - UFN), and Toquaht Nation (TN):

- ACRD (Long Beach EA) and MTFN (YG - UFN, and TN) are collaborating on a West Coast Housing Need and Demand Study (WC Housing Study) with the Districts of Tofino and Ucluelet.
- Request for Proposals (RFP) to hire a consultant to lead the WC Housing Study closed on April 29. Staff from all planning areas are reviewing proposals to select a consultant. The District of Tofino will be the contract administrator on behalf of the ACRD, YG - UFN, and TN, with the ACRD Planner and District of Ucluelet Planner as project support.
- A HNR for each planning area will be completed, as well as an overall WC HNR, by October 2021.

Strategic Plan Implications:

The HNR project supports the ACRD Strategic Plan by providing opportunities for a number of initiatives to: support development; explore opportunities for greater coordination with First Nations, municipalities, and other agencies; engage with community partners to leverage resources, align efforts toward common goals, and achieve mutual benefits; and enhance communications and engagement with the community.

Next Steps:

Planning staff will continue to update the Board of Directors with progress to date on the HNR project, and will present the final HNRs as they are completed.

Prepared by: 
 Amy Anaka, MURP, MCIP, RPP
 Planner

Reviewed by: 
 Alex Dyer, MCIP, RPP
 Planning Manager

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