



Electoral Area Directors Committee Meeting

Wednesday, November 3, 2021

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

1:30 pm

Regular Agenda

Watch the meeting live at www.acrd.bc.ca/events/3-11-2021/

Register to participate via Zoom Webinar at:

https://portalberni.zoom.us/webinar/register/WN_POFLYoWBQ_-4GdLUlHu2w

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Territories.	
Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>MINUTES</u>	
a. Electoral Area Directors Committee Meeting held September 9, 2021	3-6
<i>THAT the minutes of the Electoral Area Committee meeting held on September 9, 2021 be received.</i>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u>	
a. Lucas Banton, Fire Chief, Cherry Creek Fire Department, and Dana Forrester, Director, Cherry Creek Waterworks District request for Community Works funds.	7
<i>THAT the attached correspondence be received.</i>	
5. <u>CORRESPONDENCE FOR ACTION</u>	
a. REQUEST FOR COMMUNITY WORKS FUNDS	8

Beaver Creek Community Club Correspondence, October 29, 2021
requesting Community Works Funds for a renovation at the Beaver
Creek Community Hall.

THAT this correspondence be received.

6. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION**
Community Works Fund Projects

9-27

THAT the Electoral Area Directors consider each of the proposed projects listed below and determine whether to fund the project using Community Works Funding in the 2022-2026 Financial Plan or what further information would be required to make that determination.

7. LATE BUSINESS

8. QUESTION PERIOD

Questions/Comments from the public:

- **Participating in Person in the Board Room**
- **Participating in the Zoom meeting**
- **Emailed to the ACRD at responses@acrd.bc.ca**

9. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON THURSDAY, SEPTEMBER 9, 2021, 10:00 AM

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: Teri Fong, Acting Chief Administrative Officer
Mike Irg, General Manager of Development Services
Tricia Bryant, Acting Chief Financial Officer
Wendy Thomson, General Manager of Administrative Services
Alex Dyer, Planning Manager
Amy Anaka, Planner
Paulo Eichelbrger, Solid Waste Manager

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

1. **CALL TO ORDER**

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

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

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

2. **APPROVAL OF AGENDA**

MOVED: Director Shannon

SECONDED: Director Beckett

THAT the agenda be approved as circulated with the addition of the following late item under Section 5 (a) Memorandum – Rural Planning & Building Inspection Update.

CARRIED

3. MINUTES

a. Electoral Area Directors Committee Meeting – May 5, 2021

MOVED: Director Roberts

SECONDED: Director Bodnar

THAT the minutes of the Electoral Area Directors Committee Meeting held on May 5, 2021 be received.

CARRIED

4. REQUEST FOR DECISIONS

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

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee recommend that the Board of Directors proceed with consideration of burning regulation Bylaws R1030 and R1032 as presented and a burning regulation communication plan.

CARRIED

b. Request for Decision regarding Zoning Bylaw Review Project Update and Next Steps

Director McNabb left the meeting at 11:02 am

MOVED: Director Shannon

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors direct staff to hold a joint Alberni Valley APC meeting and individual Bamfield APC and Long Beach APC meetings via Zoom or hybrid/in-person, if possible, to review the bylaws.

CARRIED

MOVED: Director Bodnar

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors direct staff to host an online or in-person/hybrid, if possible, open house to allow an opportunity for the public to ask questions and provide additional input on the bylaws.

CARRIED

MOVED: Director Shannon

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors direct staff to organize seven public hearings to consider each of the six OCP amendment bylaws and the Zoning Bylaw at individual public hearings following first reading of the bylaws.

CARRIED

5. REPORTS

- a. Late Memorandum - Rural Planning & Building Inspection Update**
(referred from the July 28, 2021 Board of Directors Meeting)

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee receives this report and refer to the next Electoral Area Directors Committee meeting for discussion.

CARRIED

- b. Community Works Fund Project Intake**

MOVED: Director Beckett

SECONDED: Director Shannon

THAT the Electoral Area Directors Committee receives this report.

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 Beckett

SECONDED: Director Roberts

THAT this meeting be adjourned 11:46 am.

CARRIED

Certified Correct:



Penny Cote,
Chairperson



Wendy Thomson,
General Manager of Administrative Services



CHERRY CREEK FIRE DEPARTMENT

5920-B CHERRY CREEK RD. PORT ALBERNI, B.C. V9Y 8R7

FIRE HALL 250.723.2254 WATER BOARD OFFICE 250.723.2214 FAX 250.723.0225

Date: October 20, 2021

Alberni-Clayoquot Regional District Board:

The Cherry Creek Waterworks District Board would like to request the ACRD board look at setting aside \$1.28 million in Gas Tax funds for the purpose of supporting upcoming projects in the Cherry Creek area. The first capital improvement project is the water treatment plant. The plant is an estimated \$5 million project and is very close to being presented to the public. The second project is building a new fire hall which will meet today's seismic standard, estimated cost \$1.75 million. The fire hall project can be started and completed within the March 2024 deadline, given the Gas Tax funds are not less than \$750,000. If the Waterworks District receives funding it would be committed to using all funding by the deadline.

Cherry Creek Water:

The need to meet the 4-3-2-1 water treatment standard of the Vancouver Island Health Authority, this requires a minimum of two levels of treatment to surface water sources. The objective of this policy is to have a 99.99% confidence that parasites and viruses are removed. Currently water comes from Lacey Lake; we must meet the requirements through a treatment plant or a major conversion to facilitate bulk water purchase from the City of Port Alberni.

Fire Hall Project:

The present cinder block constructed fire hall was built in 1962 and does not meet today's seismic requirements. This construction may not even withstand a low magnitude seismic event. A study conducted over a decade ago determined the present condition of the existing fire hall is inadequate, when taking into consideration the space requirements and the important job of housing millions of dollars' worth of equipment.

I would gladly attend a meeting so board members can ask questions,

Best regards,

Lucas Banton BBA
Fire Chief

Dana Forrester
Vice Chair

Alberni Clayoquot Regional District
Community Works Fund,

October 29, 2021

This application to Alberni Clayoquot Regional District Community Works Fund is presented by the Beaver Creek Community Club serving the Alberni Valley of British Columbia from a geographic place of importance for the overall community in the area known as Beaver Creek.

The Beaver Creek Community Club has recently built on its Community Hall legacy to expand the seven (7) acre property surrounding historic Beaver Creek Community Hall to now include a children's playground, a finished multi-sport outdoor court and a baseball/softball field. This expansion of its outdoor space was largely completed just before the pandemic hit the country and was a hugely popular set of additions to this rejuvenated community gathering place.

The 'community center' was proving to be an invaluable and vibrant family recreational and social gathering point prior to the pandemic and since COVID-19 it has become an important outdoor attraction for many to gather and get out of the home.

With that raised usage and attention of the public however comes the challenges of basic human behaviour; needing a bathroom and temptation for some to tend toward vandalism.

Our wish is to further enhance the playground and facilities for family use by adding a publicly accessible washroom; and to ensure that the Hall and services are monitored for security purposes.

The budget for the funds is attached and in brief, covers approximately \$48,000 to finish the washroom proposed and another \$2000 estimated for security cameras.

We believe that these improvements and enhancements will continue to create a safe, vibrant and inclusive facility that both responds to the ongoing outdoor spaces needed in this ever changing social environment and make the Community Hall even more effective for the community.

Respectfully submitted,

Kirk McGiffin



REQUEST FOR DECISION

To: Electoral Area Directors

From: Teri Fong, CPA, CGA, Acting Chief Administrative Officer

Meeting Date: November 3, 2021

Subject: 2022 Community Works Fund Projects

Recommendation:

That the Electoral Area Directors consider each of the proposed projects listed below and determine whether to fund the project using Community Works Funding in the 2022-2026 Financial Plan or what further information would be required to make that determination.

Desired Outcome:

To determine projects for inclusion in the 2022-2026 Alberni-Clayoquot Regional District Financial Plan.

Summary:

The ACRD's Community Works Policy states that proposed projects for the following budget year must be submitted by October 31st to be considered. The ACRD has approximately \$2.6 million available for allocation in 2022 and nearly \$4 million if we consider all anticipated funding until 2026. The current agreement with the Federal Government expires in March 2024 and UBCM has advised that most of the funding must be spent during that time frame. Therefore, staff have developed a more comprehensive 5-year strategy for the funding than has been presented in the past. This report does not anticipate Community Works Fund requests from outside organization as those will be discussed separately from this report.

In developing this report staff from all departments met to brainstorm potential projects for each of the Community Works Funding categories. The 'Examples of Eligible CWF Projects' guidance from UBCM has been attached for your information. Staff then ranked all the proposed projects based on risk and priority. Each of the projects, listed in a table below, meet the eligibility for Community Works Funds. The ACRD's Community Works Policy states that the allocation of the funding to the electoral areas is to be based on population as the default mechanism. Other determination factors include projects that:

- Align with the strategic priorities of the ACRD
- Are more regionally focused and benefit a larger portion of the population
- Assist in funding the asset management infrastructure gap

This report will overview the staff's recommendation for a 5-year project plan, provide details of those proposed projects and compare the project listing to the allocation by population of the electoral area. A listing of all projects considered but not included in the five-year plan have been included at the end of the report for your information.

Time Requirements – Staff & Elected Officials:

Community works projects are mostly capital in nature and will require staff time for project planning, design, construction, contract administration and the tendering and procurement work associated throughout. New facilities and infrastructure will have on-going maintenance and operational staff time requirements. Staff will develop a work

and resource plan for the selected projects for final approval by the Directors

Policy or Legislation:

The 'Administrative Agreement on the Federal Gas Tax Fund in British Columbia' provides the framework for Community Works Funding including eligible project categories and expenditures. The ACRD's Community Works Fund Policy also guides the use of this grant funding.

Submitted and
Approved by:

Teri Fong

Teri Fong, CPA, CGA, Acting Chief Administrative Officer

2022-2026 Proposed Community Works Fund projects

Project	Category	2022	2023	2024	2025	2026
Bamfield Westside transmission line	Drinking Water			\$ 850,000		
Bamfield Development Plan	Integrated Community Sustainability Plans		\$ 100,000			
Bamfield Liquid Waste Management Plan	Long-Term Infrastructure Plans	\$ 150,000				
Bamfield Westside Fire hall and Fire truck	Fire Halls & Fire Stations			\$ 400,000		
Bamfield Centennial Park Playground	Recreation & Sport Infrastructure				\$ 100,000	
West Coast Multi Use Path (MUP)	Local Road, Bridges & Active Transportation	\$ 550,000				
Millstream Water Upgrade	Drinking Water	\$ 30,000				
Sproat Lake Volunteer Fire Department Firehall #3 Upgrade	Fire Halls & Fire Stations	\$ 350,000				
Great Central Lake Boat Launch & Parking	Local Road, Bridges & Active Transportation			\$ 200,000		
Beaver Creek Volunteer Fire Department Firehall Upgrade	Fire Halls & Fire Stations		\$ 200,000			
Beaver Creek Nordstrom Park	Recreation & Sport Infrastructure				\$ 100,000	
Cherry Creek Maplehurst Parking Lot	Local Road, Bridges & Active Transportation		\$ 250,000			
Alberni Valley Electoral Areas Flood Plain Bylaw	Integrated Community Sustainability Plans			\$ 100,000		
GIS Asset Management	Asset Management	\$ 100,000				
Broadband Connectivity Study	Broadband Connectivity		\$ 20,000			
Parks and Trails Signage	Local Road, Bridges & Active Transportation	\$ 50,000				
Parks Management Plans	Integrated Community Sustainability Plans	\$ 25,000	\$ 50,000	\$ 50,000		
Electoral Area Official Community Plan Development	Capacity Building		\$ 50,000	\$ 50,000	\$ 50,000	
Total		\$ 1,255,000	\$ 670,000	\$ 1,650,000	\$ 250,000	\$ -

2022 Proposed Community Works Fund Project Details

	Electoral Area	Project Name	Community Works Fund Request	Description
1	Bamfield	Liquid Waste Management Plan	\$150,000	A Liquid Waste Management Plan would develop a community specific solution for wastewater management that meets or exceeds existing regulations. The plan would build off the work already completed by Huu-ay-aht First Nation in the region and requires sufficient public and stakeholder consultation. A plan is required in advance of establishing a Wastewater Treatment service in the area. Staff consider this project a high priority due to the current pollution levels of Bamfield Inlet as well as the significant development interest in the area. This project aligns with Strategic Focus Area #3 Management of New of Existing Infrastructure.
2	Long Beach	West Coast Multi-Use Path	\$550,000	The construction of the missing section of the West Coast Multi-Use Path has been a priority for a few years however securing grant funding for this project has been challenging due to a funding gap. A report that was presented to the West Coast Committee on October 6, 2021 and has been attached to this report for more detailed information on the funding gap issue. The West Coast Committee requests that the Electoral Area Directors consider this project for 2022. Staff consider this project a high priority due to the safety risk of the missing section of trail and users needing to ride on the highway until the trail is built. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
3	Long Beach	Millstream Water Systems Upgrade	\$30,000	The replacement of the Millstream Water System pump house is a priority as it is a safety hazard. This funding is required in addition to the amount already allocated towards this project. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
4	Sproat Lake	Firehall #3 Upgrade	\$350,000	During 2021 the Sproat Lake Volunteer Fire Department's Hall #2 (Faber Rd) was decommissioned. Changing to a two-hall model assists the department in achieving financial sustainability however upgrades to Hall #3 (Harold Bishop) are required to accommodate an additional apparatus and members. Staff consider this project a high priority as it is required to properly support fire department operations. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
5	All Electoral Areas	GIS Improvements Related to Asset Management	\$100,000	The implementation of Geographic Information System (GIS) is the next major step in developing the ACRD's asset management practices. This project would involve resources to focus on creating a regional asset identification system to gain a better understanding of asset locations and conditions. Staff consider this project a high priority as it will assist in continuing to change the culture in how the ACRD manages its assets. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.

2022 Proposed Community Works Fund Project Details (continued)

	Electoral Area	Project Name	Community Works Fund Request	Description
6	All Electoral Areas	Parks Management Plans	\$25,000	The concept of Parks Management Plans was presented to the Committee of the Whole on August 25, 2021. The Board supported the concept at the September 8, 2021 Board meeting and directed staff to find options for funding this project in 2022. This would be a multi-year project with one to two parks plans being developed each year. The funding would include \$25,000 in 2022 and \$50,000 per year in 2023 and 2024. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
7	All Electoral Areas	Regional and Community Parks Signage	\$50,000	The concept of an ACRD Parks and Trails Signage Strategy was presented to the Committee of the Whole on August 25, 2021. The Board supported the concept at the September 8, 2021 Board meeting and directed staff to find options for funding this project in 2022. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
	Total		\$1,255,000	

2023 Proposed Community Works Fund Project Details

	Electoral Area	Project Name	Community Works Fund Request	Description
1	Bamfield	Development Plan	\$100,000	The Bamfield Development Plan will consider the relationship of utility servicing and accessibility with current land use policies to guide future development in the community. The action-oriented Plan will focus on the implementation of the community planning vision while recognizing the unique opportunities available to the community with improved connectivity as well as the challenges associated with future development in Bamfield. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
2	Beaver Creek	Firehall Upgrade	\$200,000	Upgrades to the Beaver Creek Volunteer Fire Department are required to improve the accessibility of this important community asset and increase the energy efficiency of the building. The project would include the installation of an elevator, heat pump and kitchen upgrade. In addition to the fire department usage this building is also host to community meetings, local government elections and other functions. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
3	Cherry Creek	Maplehurst Trail Parking Lot	\$250,000	Parking for the Maplehurst Trail Network has become a concern due to the increased usage over the past couple of years. A management plan for this service is to be developed in 2021 and therefore this funding would be utilized to action the recommendations developed in the plan. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
4	All Electoral Areas	Broadband Connectivity Study	\$20,000	Broadband connectivity is an issue in portions of our region. This project would see the development of a connectivity plan as participation in the digital world is deemed critical for the viability and economic sustainability for all communities. Staff see this study as an important first step prior to considering partnership in a project such as the Connected Coast – The Last Mile Project. Staff will also pursue alternative grant opportunities in 2022 to fund this project. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
5	All Electoral Areas	Parks Management Plans	\$50,000	Continuation of the 2022 project.
6	All Electoral Areas	Official Community Plan Updates	\$50,000	The development of new Official Community Plans (OCP's) for each Electoral Area is a priority for the planning department following the adoption of the new Zoning Bylaw. The planning department intends to complete two OCP's per year and this funding will be used in conjunction with staff time to facilitate this process. This project will include \$50,000 per year from 2023 to 2025. This project does not align with a strategic priority however it is part of the ACRD's core business requirements.
	Total		\$670,000	

2024 Proposed Community Works Fund Project Details

	Electoral Area	Project Name	Community Works Fund Request	Description
1	Bamfield	Westside Transmission Line	\$850,000	The replacement of the submarine line between east and west Bamfield is the highest priority in the service area. The urgency of this project has been reduced slightly based on the repairs completed in 2020 and 2021. Staff have budgeted this project in 2024 in hopes that other grant funding can be secured to complete this water system upgrade. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
2	Bamfield	Westside Firehall Replacement	\$400,000	The firehall in west Bamfield has exceeded its useful life and does not meet the departments current needs. A complete replacement of this infrastructure is required. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
3	Sproat Lake	Great Central Lake Boat Launch & Parking	\$200,000	Great Central Lake is growing in popularity and use of the ACRD's boat launch has increased over the past couple of years. As development in the area continues it is anticipated that use of this infrastructure will also continue to increase. Upgrades to the boat launch are required and the development of parking to support the launch will also be required. Work to determine the scope of this project would be done in 2023 to clarify the project details. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
4	Alberni Valley Electoral Areas	Flood Plain Bylaw	\$100,000	A Flood Plain Bylaw may specify the flood construction levels for areas where flooding may occur. This bylaw is the next step in watershed management planning following the approval of the Somass Watershed Flood Management Plan. The development of a Flood Plain Bylaw would require significant public consultation as well as engagement with City of Port Alberni, Tseshaht First Nation and Hupacasath First Nation. This project aligns with Strategic Focus Area #4 Emergency Management.
5	All Electoral Areas	Parks Management Plans	\$50,000	Continuation of the 2022 project.
6	All Electoral Areas	Official Community Plan Updates	\$50,000	This is a continuation of the 2023 project.
	Total		\$1,650,000	

2025 Proposed Community Works Fund Project Details

	Electoral Area	Project Name	Community Works Fund Request	Description
1	Bamfield	Centennial Park Playground Upgrade	\$100,000	The infrastructure at the Eileen Scott Centennial Park is aging and the insurance risk associated with this park is increasing. This funding would be used to update the existing infrastructure including the playground. This project aligns with Strategic Focus Area #3 Management of New and Existing Infrastructure.
2	Beaver Creek	Nordstrom Park Development	\$100,000	This project would involve the development of Nordstrom Park based on the Park Management Plan that is to be completed prior to this project commencing. The Park Management Plan would include significant public consultation to assist in identifying the future of recreation assets in Beaver Creek. Staff do not have a specific plan for this funding at this time but budgeting for these funds would ensure funding is available to proceed with development. This project aligns with Strategic Focus Area #1 The Economy and COVID-19 Recovery.
3	All Electoral Areas	Official Community Plan Updates	\$50,000	This is a continuation of the 2023 OCP project.
	Total		\$250,000	

Allocation of Funding by Population

Area	Population	% Population	Allocation based on Population*	2012 to 2021 Project Allocation	Allocation of Remaining Funding based on Population	2022 to 2026 Proposed Projects	Variance to Population Allocation
Area A Bamfield	243	3%	\$ 251,692	\$ 464,828		\$ 1,635,199	\$ -1,848,335
Area B Beaufort	443	5%	\$ 458,846	\$ 96,111	\$ 352,274	\$ 30,119	\$ 332,616
Area C Long Beach	1,592	17%	\$ 1,648,946	\$ 824,644	\$ 786,710	\$ 625,167	\$ 199,135
Area D Sproat Lake	2,173	23%	\$ 2,250,729	\$ 988,000	\$ 1,211,417	\$ 789,106	\$ 473,623
Area E Beaver Creek	2,873	31%	\$ 2,975,768	\$ 2,145,159	\$ 762,768	\$ 393,000	\$ 437,609
Area F Cherry Creek	1,945	21%	\$ 2,014,573	\$ 1,097,000	\$ 871,645	\$ 352,407	\$ 565,166
Unallocated				\$ 3,984,814		\$ 159,816	\$ 159,816
Totals	9269	100%	\$ 9,600,556	\$ 9,600,556	\$ 3,984,814	\$ 3,984,814	\$ 0

*Includes anticipated funding to 2025

Projects Considered but not Recommended

Electoral Area	Project	Category	Cost Estimate
Bamfield "A"	West Park Pavilion	Recreation & Sport Infrastructure	\$100,000
Long Beach "C"	Multi Use Path (MUP)	Phase 2	\$500,000
Long Beach "C"	Long Beach Water System Upgrades	Drinking Water	\$250,000 – \$500,000
Long Beach "C"	Salmon Beach Septic Truck Shed	Wastewater	\$200,000
Sproat Lake "D"	Faber Trail Upgrades	Local Road, Bridges & Active Transportation	\$40,000 – \$75,000
Beaver Creek "E"	Karen Place Water	Drinking Water	\$650,000
Other	Franklin River Bridge	Local Road, Bridges & Active Transportation	\$ 1 – 3 million
Other	Electric Vehicle Charger	Community Energy Systems	\$50,000
Other	AVRA High Speed Internet	Regional & Local Airports	\$25,000
Other	AVRA Taxiway Expansion	Regional & Local Airports	\$2.5 million
Other	AVRA Maintenance Building	Regional & Local Airports	\$400,000
Other	LBA MALSR Lighting	Local Road, Bridges & Active Transportation	\$ 1.2 million
Other	AV Aquatic Center	Recreation & Sport Infrastructure	\$ 24 - \$ 48 million
Other	WC Landfill Leachate Upgrades	Solid Waste	\$ 2.6 million
Other	WC Multiplex	Recreation & Sport Infrastructure	\$ 5 million

Examples of Eligible CWF Projects

The following projects examples are ineligible uses of Community Works funding:

- Fire truck purchases as stand-alone projects*
- Emergency Operations Centres and Search and Rescue Facilities
- City halls, public works buildings and other administrative buildings
- Child care centres
- Social housing
- Seniors care facilities and housing
- Health care related infrastructure
- Small equipment purchases as stand-alone projects
- Feasibility studies and detailed design plans (without additional capital spending)

**Note: As of April 1, 2021, the eligibility criteria for fire halls and fire station infrastructure have been expanded. Please see page 5 of this document for more details.*

Infrastructure Projects

Category	Description	Examples
Local Roads, Bridges, & Active Transportation	Roads, bridges and active transportation (active transportation refers to investments that support active methods of travel)	<ul style="list-style-type: none"> – New construction and rehabilitation of local roads, bridges, cycling lanes, sidewalks paths, and hiking trails – Intelligent Transportation systems – Additional capacity for high occupancy/ transit lanes, grade separations, interchange structures, tunnels, intersections and roundabouts
Drinking Water	Infrastructure that supports drinking water conservation, collection, treatment and distribution systems	<ul style="list-style-type: none"> – Drinking water treatment infrastructure – Drinking water distribution system (including metering)
Wastewater	Infrastructure that supports wastewater and storm water collection, treatment and management systems	<ul style="list-style-type: none"> – Wastewater collection systems and or wastewater treatment facilities or systems – Separation of combined sewers and or combined sewer overflow control, including real-time control and system optimization – Separate storm water collection systems and or storm water treatment facilities or systems

		<ul style="list-style-type: none"> – Wastewater sludge treatment and management systems
Community Energy Systems	Infrastructure that generates or increases efficient use of energy	<ul style="list-style-type: none"> – Renewable electricity generators – Electric vehicle infrastructure/fleet vehicle conversion – Hydrogen infrastructure (generation, distribution, storage) – Wind/solar/thermal/geothermal energy systems – Alternative energy systems that serve local government infrastructure – Retrofit of local government buildings and infrastructure not captured in any other eligible category.
Public Transit	Infrastructure which supports a shared passenger transport system which is available for public use	<ul style="list-style-type: none"> – Transit infrastructure such as rail and bus rapid transit systems, and related facilities – Buses, rail cars, ferries, Para-transit vehicles, and other rolling stock and associated infrastructure – Intelligent Transport Systems such as fare collection, fleet management, transit priority signalling, and real time traveler information system at stations and stops – Related capital infrastructure including bus lanes, streetcar and trolley infrastructure, storage and maintenance facilities, security enhancement, and transit passenger terminals
Solid Waste	Infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage	<ul style="list-style-type: none"> – Solid waste diversion projects including recycling, composting and anaerobic digestion facilities that are clearly linked to a solid waste management plan or sustainability plan. – Solid waste disposal projects including thermal processes, gasification, and landfill gas recovery – Solid waste disposal strategies that reduce resource use that are clearly linked to a solid waste management plan or sustainability plan
Sport Infrastructure	Amateur sport infrastructure (excludes facilities, including	<ul style="list-style-type: none"> – Sport infrastructure for community public use

	arenas, which would be used as a home of professional sports teams or major junior hockey teams	<ul style="list-style-type: none"> – Sport infrastructure in support of major amateur athletic events
Recreation Infrastructure	Recreational facilities or networks	<ul style="list-style-type: none"> – Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale; – Community centers that offer programming to the community at large, including all segments of the population; – Networks of parks, fitness trails and bike paths
Cultural Infrastructure	Infrastructure that supports arts, humanities, and heritage	<ul style="list-style-type: none"> – Museums – The preservation of designated heritage sites – Local government owned libraries and archives – Facilities for the creation, production, and presentation of the arts – Infrastructure in support of the creation of a cultural precinct within an urban core
Tourism Infrastructure	Infrastructure that attracts travelers for recreation, leisure, business or other purposes	<ul style="list-style-type: none"> – Convention centers – Exhibition hall-type facilities – Visitor centres
Disaster Mitigation	Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters	<ul style="list-style-type: none"> – Construction, modification or reinforcement of structures that protect from, prevent or mitigate potential physical damage resulting from extreme natural events, and impacts or events related to climate change – Modification, reinforcement or relocation of existing public infrastructure to mitigate the effects of and/or improve resiliency to extreme natural events and impacts or events related to climate change <p><i>Note: this category is related to disaster prevention (such as dykes, berms, seismic</i></p>

		<i>upgrades etc.) and not response (such as fire trucks, fire halls, etc.)</i>
Broadband Connectivity	Infrastructure that provides internet access to residents, businesses, and/or institutions in British Columbia	<ul style="list-style-type: none"> – High-speed backbone – Point of presence – Local distribution within communities – Satellite capacity
Brownfield Redevelopment	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly---owned social housing.	<ul style="list-style-type: none"> – New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement – New construction of municipal use public parks and affordable housing
Regional and Local Airports	Airport related infrastructure (excludes National Airport System)	<ul style="list-style-type: none"> – Construction projects that enhance airports and are accessible all year---round, through the development, enhancement or rehabilitation of aeronautical and/or non--- aeronautical infrastructure (includes runways, taxiways, aprons, hangars, terminal buildings etc.) – Non-aeronautical infrastructure such as groundside access, inland ports, parking facilities, and commercial and industrial activities
Short-line Rail	Railway related infrastructure for carriage of passengers or freight	<ul style="list-style-type: none"> – Construction of lines to allow a railway to serve an industrial park, an intermodal yard, a port or a marine terminal – Construction, rehabilitation, or upgrading of tracks and structures, excluding regular maintenance, to ensure safe travel – Construction, development or improvement of facilities to improve interchange of goods between modes

		<ul style="list-style-type: none"> – Procurement of technology and equipment used to improve the interchange of goods between modes – Operators must offer year-round service
Short-sea Shipping	<p>Infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean</p>	<ul style="list-style-type: none"> – Specialized marine terminal intermodal facilities or transshipment (marine to marine) facilities – Capitalized equipment for loading/unloading required for expansion of short---sea shipping – Technology and equipment used to improve the interface between the marine mode and the rail/highways modes or to improve integration within the marine mode including Intelligent Transportation Systems (ITS) <p><i>Note: The purchase of vessels, infrastructure that supports passenger-only ferry services, rehabilitation and maintenance of existing facilities such as wharves and docks, and dredging are not eligible for funding</i></p>
Fire Halls and Fire Stations	<p>Fire hall and fire station infrastructure*</p> <p>* Exclusive to the fire station category, costs must have been incurred after April 1, 2021 to be eligible for investment</p>	<ul style="list-style-type: none"> – New fire hall (building) for housing fire-fighting apparatus and staff (may include attached dorms, basic training facilities and administration areas) – Retro-fit and modernization of existing firehalls and attached building space – Acquisition of a fire-truck as a capital asset as part of an overall capital upgrade to an existing fire hall or construction of a new firehall <p><i>Note: the following investments are not eligible in the fire hall category:</i></p> <ul style="list-style-type: none"> – Acquisition or replacement of fire trucks or other vehicles as a standalone project – Personal protective equipment (PPE) and gear and other fire station related equipment – Fire hydrants and reservoirs – Communications devices (Ex.: Cell phones, radios, pagers) – Structural Protection Units and contents

Capacity Building Projects		
Category	Description	Examples
Asset Management	Increase local government capacity to undertake asset management planning practices.	<ul style="list-style-type: none"> - Asset Management Practices Assessment - Current State of Assets Assessment - Asset Management Policy - Asset Management Strategy - Asset Management Plan - Long---Term Financial Plan - Asset Management Practices Implementation Plan - Asset Management Plan Annual Report
Integrated Community Sustainability Plans	Increase local government capacity to undertake integrated community sustainability plans	<ul style="list-style-type: none"> - Integrated community sustainability plans - Regional growth strategies - Community development plans - Community plans
Long-term Infrastructure Plans		<ul style="list-style-type: none"> - Transportation plans - Infrastructure development plans - Liquid waste management plans - Solid waste management plans - Long---term cross---modal transportation plans - Water conservation/demand management plans - Drought management contingency plans - Air quality plans - GHG reduction plans - Energy conservation plans



REQUEST FOR DECISION

To: West Coast Committee
From: Michael McGregor, Land and Resources Coordinator
Meeting Date: October 6, 2021
Subject: West Coast Multi-Use Path Funding

Recommendation:

THAT the West Coast Committee requests the Electoral Area Directors Committee consider recommending to the ACRD Board of Directors the allocation \$550,000 of Community Works funding to complete the West Coast Multi-Use Path.

THAT, if the Electoral Area Directors Committee does not support the allocation of Community Works Funding to complete the West Coast Multi-Use Path, the West Coast Committee recommends that the ACRD Board of Directors direct staff to develop a plan to phase the construction of the West Coast Multi-Use Path to increase the chances of success during the next BC Active Transportation Grant intake.

Desired Outcome:

To secure funding to complete the missing section of the West Coast Multi-Use Path (MUP).

Summary:

Staff submitted a grant application for the MUP through the BC Active Transportation Grant Program (formerly BikeBC) in July of 2021 for \$500,000. In September of 2021 the ACRD was informed that this grant application was unsuccessful.

After review with the BC Active Transportation Grant team, the main reason this application was denied was that it would not have fully funded the project, leaving uncertainty of whether it would have proceeded or not. The grant team provided guidance and encouragement for reapplication in the 2022 intake which is expected to be in winter of 2021/2022.

Financial:

In addition to the grant mentioned above, staff have submitted a grant application through Island Coastal Economic Trust (ICE-T) which was successful at stage one for a potential amount of \$200,000. A Stage two application is required by November 30th 2021.

To secure the ICE T funding of \$200,000 through the 2nd application stage and meet eligibility criteria for the next intake of the Active Transportation Grant, the ACRD will need to demonstrate that the project has the necessary funds to be completed.

The following table defines the funding gap:

West Coast MUP Cost Estimate	\$1,492,425
Secured Funding Sources	
Gas Tax – Community Works Fund	\$240,000
Regional Parks Capital Reserve	\$50,000
Current Funding Gap	\$1,202,425
Potential Funding Sources	
Island Coastal Economic Trust Grant (accepted through 1 st application stage)	Maximum of \$200,000
BC Active Transportation Grant	Maximum of \$500,000
Federal Active transportation Fund	Unknown
Current Funding Shortfall	\$502,425

Staff recommend that, due to the importance of this infrastructure to the region, the West Coast Committee request that the Electoral Area Directors Committee consider the use of Community Works Funding to close the funding gap on this project.

Time Requirements – Staff & Elected Officials:

Significant staff time is required to apply for grant opportunities. Once the funding is secured, staff time will be required to assist in the completion of this construction project.

Strategic Plan Implications:

This report supports Strategic Priority 1.5 Parks & Trails Service Levels that aims to maximize the wellness values and benefits to economic development of parks and trails.

Options Considered:

Another option that could be considered is funding the current shortfall with taxation in the Regional Parks service. Staff do not recommend this option currently.

Staff could explore the option of splitting the project into 2 phases:

- Phase 1 – clearing & grubbing, drainage works, bulk earthworks (~\$970K including construction services + contingency)
- Phase 2 – final grading, sub-base, base, asphalt, surface restoration (~\$525K including construction services + contingency)

By submitting Phase 1 only to the upcoming BC Active Transportation Grant the project could be completed with the identified potential funding sources if both the upcoming ICE T and BC Active Transportation Grant applications are

successful. Phase 1 would not require any additional funding commitment from the ACRD. Staff recommend this as a backup option if the Electoral Area Directors do not support the allocation of Community Works Funds to the project.

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

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

Approved by: Teri Fong
Teri Fong, CPA, CGA, Acting Chief Administrative Officer