



West Coast Committee Meeting

Wednesday, October 6, 2021

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

10:00 AM

Regular Agenda

Watch the meeting live at <https://www.acrd.bc.ca/events/6-10-2021/>

Register to participate via Zoom Webinar at:

https://portalberni.zoom.us/webinar/register/WN_H1nwRp53QVW7g_HyheHzVg

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|---|---------------|
| 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. West Coast Committee Meeting – August 24, 2021 | 4-7 |
| <i>THAT the minutes of the West Coast Committee meeting held on August 24, 2021 be received.</i> | |
| 4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u> | |
| a. Myrna Moore, Senior Manager, Government Relations, Melissa Coates, Transit Planner, BC Transit, Update on West Coast Transit. | |
| 5. <u>CORRESPONDENCE</u> | |
| 6. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. REQUEST FOR DECISION | 8-9 |
| Re: Union of British Columbia Municipalities – Evacuation Route Planning for West Coast Region | |

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

10. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON TUESDAY, AUGUST 24, 2021, 1:30 PM

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

- MEMBERS PRESENT:** Kel Roberts, Director, Electoral Area "C" (Long Beach), Chair
Tom Stere, Councillor, District of Tofino
Rachelle Cole, Councillor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Karen Haugen, Pacific Rim National Park
- STAFF PRESENT:** Teri Fong, Acting Chief Administrative Officer
Jenny Brunn, General Manager of Community Services
Wendy Thomson, General Manager of Administrative Services
Mark Fortune, Airport Manager
Paulo Eichelberger, Solid Waste Manager
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at <https://www.acrd.bc.ca/events/24-8-2021/>

1. CALL TO ORDER

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

The Chairperson recognized the meeting is being held throughout the Nuuchahnulth territories.

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

2. APPROVAL OF AGENDA

MOVED: Director Johnsen

SECONDED: Director Cole

THAT the agenda be approved as circulated with the addition of the following late item under 6 (a) Online Petition received from property owners within the Salmon Beach area opposed to the West Coast Transit tax.

CARRIED

3. MINUTES

a. **West Coast Committee Meeting Minutes – June 2, 2021**

MOVED: Director Cole
SECONDED: Director Johnsen

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

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

a. **Tawney Lem, Executive Director, West Coast Aquatic regarding an overview of the Coastal Strategy update and local government’s role in the Blue Economy Strategy.**

The delegation provided an overview of the Coastal Strategy and Blue Economy Strategy. Both strategies are in the early stages, still requiring community engagement opportunities. The goal is to ensure west coast communities have a strong voice into these strategies.

Director Cole left the meeting at 1:50 pm.

b. **Tim Weaver, Founder, Weaver Technical and Tony Sperling, President, Sperling Hansen Associated Inc. regarding the planned upgrades to the West Coast Landfill Leachate System.**

The delegation presented planned upgrades to the West Coast Landfill leachate system, biological treatment.

5. CORRESPONDENCE FOR INFORMATION

- a. **Tofino Ratepayers Association Newsletter – August 4, 2021**
- b. **Use of Airport lands for the purpose of growing Christmas Trees**

MOVED: Director Johnsen
SECONDED: Director Stere

THAT the West Coast Committee receive items a-b for information.

CARRIED

6. REQUESTS FOR DECISIONS

a. **West Coast Transit Service – Removal of Salmon Beach Impacts**

MOVED: Director Stere

SECONDED: Director Johnsen

THAT the West Coast Committee receive the report and resolve that no amendments be considered to Bylaw E1062, West Coast Transit Service Area Establishment, 2019 to change the service area boundaries.

CARRIED

Directors Stere, Johnson and McCarthy voted in favour of the motion.
Chairperson Roberts voted against the motion.

b. Potential Use of Long Beach Airport for Campground for West Coast Workers

MOVED: Director Stere

SECONDED: Director McCarthy

THAT the West Coast Committee recommend that the ACRD Board of Directors direct staff to investigate the development of a campground at the Long Beach Airport for West Coast workers.

CARRIED

7. REPORTS

- a. Discovery of Asbestos on Airport Lands – verbal report, Airport Manager M. Fortune**
- b. West Coast Landfill Leachate Preliminary Design Report**

MOVED: Director Johnsen

SECONDED: Director Stere

THAT the West Coast Committee receive reports a-b for information.

CARRIED

8. LATE BUSINESS

9. 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.

10. ADJOURN

MOVED: Director McCarthy

SECONDED: Director Stere

THAT this meeting be adjourned 2:50 pm.

CARRIED

Certified Correct:



Kel Roberts,
Chairperson



Wendy Thomson,
General Manager of Administrative Services



REQUEST FOR DECISION

To: West Coast Committee

From: Heather Zenner, Protective Services Manager

Meeting Date: October 6, 2021

Subject: UBCM Grant – Evacuation Route Planning for the West Coast Region

Recommendation:

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors apply to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Evacuation Route Planning for the Bamfield and Long Beach Electoral Areas with interested grant partners.

Desired Outcome:

For the Alberni-Clayoquot Regional District (ACRD) to apply for grant opportunities that will provide for an Evacuation Route Plan for the Bamfield and Long Beach Electoral Areas, while partnering with adjacent First Nation governments. Projects that engage multiple partners will allow for a more cohesive plan and will support a coordinated response during an emergency.

Background:

The Community Emergency Preparedness Program Fund provides funding to local governments and First Nations to develop Evacuation Route Plans. Staff are recommending that this year's application focus on an Evacuation Route Plan for the West Coast Region including the Bamfield and Long Beach Electoral Areas. Staff have engaged the Huu-ay-aht First Nations, Uchucklesaht Tribe Government, Toquaht Nation, and the Yuułu?iı̄?ath̓ Government who have all expressed interest, at the staff level, in partnering on this grant application. Staff will also engage the Tla-o-qui-aht First Nation, Ahousaht First Nation, and Hesquiaht First Nation to ask if they also want to participate in this project by submitting a letter of support.

The District of Ucluelet is currently completing an Evacuation Route Plan for their jurisdiction, and the District of Tofino previously completed a Tsunami Evacuation Route Plan with this same funding stream, so neither government is eligible to partner on this grant. Both local government Evacuation Plans will be considered, and it is expected that both organizations would participate in this project. Other stakeholders in each of the communities would be invited to participate, including Parks Canada given their expansive land mass in this region. The grant application is due in November and we anticipate knowing the results of this application by March 2022.

In 2020 the ACRD was successful in receiving this same grant opportunity, allowing for the development of an Evacuation Route Plan for the Alberni Valley. ACRD partnered with the Hupacasath First Nation, the Tseshah First Nation, and the City of Port Alberni on this grant opportunity. The Alberni Valley Evacuation Route Plan is currently under development and will be presented to the ACRD Board of Directors in February 2022.

Time Requirements – Staff & Elected Officials

Staff and contractor time will be required to complete the grant application. Should the funding be successful, coordination of these projects will require contractor and employee resources.

Financial

Up to \$25,000 is available per project partner, the grant funds 100% of the cost of eligible activities including consultant costs, administration costs, and public information costs.

Strategic Plan Implications:

This request supports the ACRD 2020-2022 Strategic Plan focus area #4 Emergency Management, in improving coordination with First Nations, municipalities, and other agencies.



Submitted by: _____
Heather Zenner, RPF, Protective Services Manager



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



REQUEST FOR DECISION

To: West Coast Committee
From: Michael McGregor, Lands and Resources Coordinator
Meeting Date: October 6, 2021
Subject: Long Beach Airport Contamination

Recommendation:

THAT the West Coast Committee recommend that the ACRD Board of Directors send a letter to the Minister of Transport, Omar Alghabra and MP Gord Johns, requesting that Transport Canada fulfil their obligations for historical contamination at Long Beach Airport.

Summary:

Prior to ACRD ownership, the Long Beach Airport (LBA) was owned and operated by Transport Canada. The process of divesting the LBA to the ACRD included various environmental works from 1997 to 2009 lead by Transport Canada. These environmental works identified contaminated areas, assessed, remediated and risk-managed in accordance with federal environmental guidelines applicable at the time of divestment.

As the ACRD guides the continued development of the LBA, the process to enter into long term leases (longer than 3 years) requires a site disclosure statement submitted to the approving officer. If there is known/suspected contamination on a development site, the site disclosure statement will trigger the requirement to conduct a Stage 1 and potentially a Stage 2 Preliminary Site Investigation (PSI). If contamination is confirmed the development of the site would be frozen.

This past summer, the ACRD conducted the field work required for a stage 1 PSI while pursuing site development opportunities at the LBA. As part of this PSI the presence of previously unknown asbestos was found. This contamination originated prior to divestment while the LBA was owned and operated by the federal government. The presence of this asbestos was not identified in the environmental works lead by Transport Canada during the divestment process. This is in addition to other known sources of Asbestos in buildings on site that will need to be remediated.

Staff have engaged Transport Canada at a staff level with the assertion that Transport Canada holds obligations to address historical contamination onsite which was not identified or addressed at the time of transfer. Specifically, due to the contamination posing a risk to human health and also preventing the ACRD from further development of the LBA.

ACRD staff have been discussing this matter with Transport Canada staff since March of 2021 and have not been able to come to an appropriate resolution. Staff propose that the next step is to write a letter from the ACRD Board Chair addressed to the Minister of Transport (Omar Alghabra) and the member of parliament for the Courtenay - Alberni riding (Gord Johns) urging Transport Canada and the federal government to fulfil its obligations under the transfer agreement and remediate the identified historical contamination at the LBA.

Time Requirements – Staff & Elected Officials:

There has been and will continue to be significant staff time required to pursue a solution to the outstanding contamination issues at LBA.

Financial:

The presence of identified contamination results in the inability of the ACRD to properly develop the LBA and utilize the

lands to generate potential revenue.

The identified asbestos containing materials pose a risk to human health and requires immediate attention. Further scoping of the asbestos contamination is estimated to cost \$40,000 and the preliminary remediation estimate provided is roughly \$900,000 - \$1,100,000.

Strategic Plan Implications:

The development of the LBA aligns with the ACRD Strategic Plan by supporting economic recovery and development.

Policy or Legislation:

A signed Agreement to Transfer document outlines the rights and responsibilities for both Transport Canada and the ACRD. Transport Canada staff have interpreted this document that Transport Canada have fulfilled its environmental obligations at LBA. ACRD staff have interpreted the document as the federal government continue to hold obligations for hazardous materials such as asbestos which originated prior to transfer and were not remediated or addressed prior to transfer.

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

Reviewed by: Jenny Brunn
Jenny Brunn, GM of Community Services

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



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