



Alberni Valley & Bamfield Services Committee Meeting

Thursday, February 24, 2022

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

10:00 am

Regular Agenda

Watch the meeting live at www.acrd.bc.ca/events/24-2-2022/

Register to participate via Zoom Webinar at:

https://portalberni.zoom.us/webinar/register/WN_r088N4QxSP2EcoQT0qt5-g

	PAGE #
1. <u>CALL TO ORDER - CAO</u>	
Recognition of Territories.	
Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.	
Introductions - Committee Members and Staff present in the Boardroom.	
2. <u>ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2022</u>	
3. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
4. <u>MINUTES</u>	
a. Alberni Valley & Bamfield Services Committee Meeting held December 1, 2021	5-8
<i>THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on December 1, 2021, be received.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u>	
a. Erik Krogh, Co-Director, Applied Environmental Research Laboratories, Nick Davey, Research Associate and Trevor Michalchuk – Vancouver Island University, presenting the findings from the Alberni Valley Landfill Gas Monitoring Project.	

- b. Mandy Ross, Bamfield WildSafe BC Coordinator – WildSafe BC, regarding [Bear Hazard Assessment in the Bamfield Area](#). Report uploaded separately, click link above.

6. REQUEST FOR DECISIONS

- a. **REQUEST FOR DECISION** **9-13**
Annual Review – Alberni Valley & Bamfield Services Committee Terms of Reference, 2022

THAT the Alberni Valley & Bamfield Services Committee re-confirm their Terms of Reference for 2022 as presented.

- b. **REQUEST FOR DECISION** **14-40**
Alberni Valley Electoral Areas - Roadside Three-Stream Waste Services Update

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors not proceed with a roadside collection program for the Alberni Valley Electoral Areas at this time and update the 2022-2026 Financial Plan to remove this project from the budget.

- c. **REQUEST FOR DECISION** **41-42**
VIU Landfill Monitoring Program

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors extend the VIU landfill gas monitoring program for 2022.

- d. **REQUEST FOR DECISION** **43-45**
Update on the Bamfield Free Tipping Fee Pilot Program

THAT the Alberni Valley and Bamfield Services Committee make a recommendation to the Alberni-Clayoquot Regional District Board of Directors to extend the Bamfield Free Tipping Fee Pilot program for another two years.

- e. **REQUEST FOR DECISION** **46-48**
Alberni Valley Landfill Renaming

THAT the Alberni Valley and Bamfield Services Committee endorse a community-based contest be held to rename the Alberni Valley Landfill; and further,

THAT a letter be compiled and sent to School District 70 to encourage participation of Alberni Valley schools in this contest.

f. **REQUEST FOR DECISION**

2022-2026 Draft Financial Plan – Alberni Valley & Bamfield Services

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Aquatics Facility – proposed service budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Emergency Planning proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley & Bamfield Waste Management proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Airport proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Water – proposed service budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Custom Transit proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Sproat Lake Marine Patrol proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

7. **REPORTS**

- a. City of Port Alberni- Sort'nGo Three-Stream Waste Collection Service Update

70-72

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

8. **LATE BUSINESS**

9. **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

10. IN CAMERA

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

- 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.*

11. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

12. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, DECEMBER 1, 2021, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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

REGRETS: Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Daniel Sailland Chief Administrative Officer
Mike Irg, General Manager of Planning & Development
Paulo Eichelberger, Solid Waste Manager
Mark Fortune, Airport Manager
Jodie Frank, Organics Diversion Coordinator
Heather Zenner, Protective Services Manager
Wendy Thomson, General Manager of Administrative Services

The meeting can be viewed on the Alberni-Clayoquot Regional District website at
<https://www.acrd.bc.ca/events/1-12-2021/>

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 1:32 pm.

The Chairperson recognized this 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 Paulson

THAT the agenda be approved as circulated.

CARRIED

3. **MINUTES**

a. **Alberni Valley & Bamfield Services Committee Minutes – September 1, 2021**

MOVED: Director Cote

SECONDED: Director Bodnar

THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on September 1, 2021 be received.

CARRIED

4. **PETITIONS, DELEGATIONS & PRESENTATIONS**

a. **Duncan Booth, WildSafe BC Alberni Valley Community Coordinator, End of Season Presentation on the WildSafe Program in the Alberni Valley.**

The delegation presented the end of season Wildsafe Program in the Alberni Valley.

b. **Mandy Ross, WildSafe BC Bamfield Program Coordinator, Presentation on Past Year's Activities in Bamfield and the WildSafe Assessment.**

The delegation presented highlights of wildlife activities for 2021 in Bamfield and the Wildsafe Assessment.

Director Jack entered the meeting at 2:10 pm.

5. **REQUEST FOR DECISIONS**

a. **Request for Decision regarding Short-term Lease on Lot #15, Alberni Valley Regional Airport.**

MOVED: Director Cote

SECONDED: Director Paulson

THAT the Alberni Valley & Bamfield Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve entering into a (3) three-year lease agreement with Seth and Quinn Melmock for lot # 15 at the Alberni Valley Regional Airport (AVRA) effective January 1st, 2022 to December 31st, 2025 at a rate of \$1626.15 per year plus applicable taxes and yearly BC CPI increases.

CARRIED

The meeting recessed at 2:25 pm

The meeting re-convened at 2:34 pm

b. Request for Decision regarding Somass Watershed Flood Management Plan (SWFMP) Peer Review.

MOVED: Director Cote
SECONDED: Director Paulson

THAT the Alberni Valley and Bamfield Services Committee receive the Hatch Somass Flood Management Plan Peer Review and the Somass Flood Management Plan NHC Response to the Peer Review and further refer to the Board of Directors for review.

CARRIED

MOVED: Director Cote
SECONDED: Director Paulson

THAT the Alberni Valley & Bamfield and Services Committee recommend the ACRD Board of Directors instruct staff to investigate mitigation options for flood management in the Somass Watershed Flood Management Plan study area.

CARRIED

MOVED: Director Paulson
SECONDED: Director Beckett

THAT the Alberni Valley & Bamfield Services Committee instruct staff to develop a report and overview on the Somass Watershed Flood Management Plan for consideration at the next Alberni Valley & Bamfield Services Committee meeting.

CARRIED

6. INFORMATION REPORTS

a. Alberni Valley Electoral Areas – Roadside Three-Stream Waste Services Update – J. Frank, Organics Coordinator

The Organics Coordinator conducted a power point presentation on the ACRD Regional Organics Diversion program.

b. Presentation – Alberni Valley Emergency Program Update – H. Zenner, Protective Services Manager

The Protective Services Manager presented a power point presentation on the Alberni Valley Emergency Program.

Director Beckett left the meeting at 3:50 pm

MOVED: Director Shannon
SECONDED: Director Bodnar

THAT the Alberni Valley & Bamfield Services Committee receives reports a-b.

CARRIED

7. LATE BUSINESS

8. QUESTION PERIOD

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

9. ADJOURN

MOVED: Director Shannon

SECONDED: Director Jack

THAT the meeting be adjourned at 3:58 pm.

CARRIED

Certified Correct:

John McNabb

John McNabb,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services



To: Alberni Valley & Bamfield Services Committee

From: Wendy Thomson, General Manager of Administrative Services

Meeting Date: February 24, 2022

Subject: Annual Review – Alberni Valley & Bamfield Services Committee Terms of Reference, 2022

Recommendation:

THAT the Alberni Valley & Bamfield Services Committee re-confirm their Terms of Reference for 2022 as presented.

Desired Outcome:

To review and re-confirm the terms of reference for the Alberni Valley & Bamfield Services Committee for 2022.

Background:

The *Local Government Act* enables Regional District's to establish and appoint members to standing committees to deal with matters the Board considers would be better dealt with by a Committee.

The Alberni Valley & Bamfield Services Committee is a standing committee of the Alberni-Clayoquot Regional District (ACRD) that assists the ACRD Board of Directors with decision making including budget, policy, infrastructure needs and other issues related to Alberni Valley and Bamfield services including: Alberni Valley Emergency Planning, Alberni Valley Waste Management, Alberni Valley Regional Airport, Bamfield Waste Management, Custom Transit, Sproat Lake Marine Patrol as well as proposed services including Alberni Valley Aquatics and Alberni Valley Regional Water.

At the first Committee meeting each year, all ACRD Committee's review their terms of reference and consider any amendments. All amendments to a Committee's terms of reference require approval by the ACRD Board of Directors.

Time Requirements – Staff & Elected Officials:

Minimal

Financial:

n/a

Strategic Plan Implications:

n/a

Policy or Legislation:

Local Government Act and ACRD Procedures Policy applies.

Wendy Thomson

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

Daniel Sailland

Approved by: _____
Daniel Sailland, MBA, Chief Administrative Officer



Alberni-Clayoquot Regional District

Terms of Reference Alberni Valley & Bamfield Services Committee

1. Purpose

- 1.1 The Alberni Valley & Bamfield Services Committee has been established to consider issues and to make recommendations to the Alberni-Clayoquot Regional District (ACRD) Board of Directors pertaining to services paid for by one or more of the following areas within the region: City of Port Alberni, Huu-ay-aht First Nation, Uchucklesaht Tribe Government, Bamfield, Beaufort, Sproat Lake, Beaver Creek and Cherry Creek.

2. Duties/Mandate

- 2.1 The Alberni Valley & Bamfield Services Committee is a standing committee of the Board that will assist the Board with decision making including budget, policy, infrastructure needs and any other issues relating to the following services:

- Alberni Valley Emergency Planning
- Alberni Valley Waste Management
- Alberni Valley Regional Airport
- Bamfield Waste Management
- Custom Transit
- Sproat Lake Marine Patrol
- Alberni Valley Regional Water (proposed service)
- Alberni Valley Aquatics (proposed service)

- 2.2 The Committee will explore, consider and make recommendations to the Board on possible future services within the areas defined in section 1.1.

- 2.3 The Committee will provide the Board with regular, ongoing advice on different activities and services within the areas defined in section 1.1

- 2.4 All Committee deliberations and recommendations to the Board will be guided by the ACRD's Strategic Plan.

3. Membership

- 3.1 Membership on the Committee is as follows:

- Director for Electoral Area "A" Bamfield, or his/her alternate

- Director for Electoral Area “B” Beaufort, or his/her alternate
- Director for Electoral Area “D” Sproat Lake, or his/her alternate
- Director for Electoral Area “E” Beaver Creek, or his/her alternate
- Director for Electoral Area “F” Cherry Creek, or his/her alternate
- Two (2) Directors appointed to the Board from the City of Port Alberni, or his/her alternate
- One (1) Director appointed to the Board from the Huu-ay-aht First Nation, or his/her alternate
- One (1) Director appointed to the Board from the Uchucklesaht Tribe Government, or his/her alternate

4. Appointment and Term

- 4.1 The appointment and term of Committee Members coincides with the Directors appointment or elected term on the ACRD Board of Directors.
- 4.2 Committee appointments are confirmed by the Chair of the Board at the Regular ACRD Board of Directors Meeting in January of each year.
- 4.3 The Chair of the Board may appoint persons who are not Directors of the ACRD Board to the Committee as ex-officio non-voting Members. These Members sit without remuneration. The ACRD Board may consider reimbursement for travel expenses for ex-officio non-voting Members upon recommendation from the Committee.

5. Committee Chair

- 5.1 The Committee will elect a Chair and Vice-Chair from amongst its Members at the first meeting of each year.

6. Meeting Procedures

- 6.1 Meetings of the Committee shall be held quarterly or at the call of the Committee Chairperson. The yearly Committee meeting schedule will be developed and approved by the Board at the first Board meeting in January of each year.
- 6.2 A quorum for a meeting of the Committee shall be the majority of the Members of the Committee present.
- 6.3 Meetings of the Committee shall be conducted and held in accordance with the Regional District’s Procedure Bylaw.

7. Reporting to the Board

- 7.1 The Committee Chair and/or Vice-Chair will report to the ACRD Board on the activities of the Committee.
- 7.2 Recommendations from the Committee to the ACRD Board must be adopted by the Committee prior to presentation to the ACRD Board.

8. Resources

- 8.1 On behalf of the Committee, the CAO or his/her designate will provide advice and professional assistance to the Committee including writing letters, preparing reports to the ACRD Board.
- 8.2 ACRD Administrative staff will provide support to the Committee including preparing agendas, recording the minutes of meetings and ensuring Committee agenda's, minutes etc. are circulated electronically to all Members.

Approved by the ACRD Board:	May 15, 2015
Revised by the Board:	March 10, 2021



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Services Committee

From: Jodie Frank, Organics Coordinator

Meeting Date: February 24, 2022

Subject: Alberni Valley Electoral Areas - Roadside Three-Stream Waste Services Update

Recommendation:

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors not proceed with a roadside collection program for the Alberni Valley Electoral Areas at this time and update the 2022-2026 Financial Plan to remove this project from the budget.

Desired Outcome:

The purpose of this report is to provide the Alberni Valley and Bamfield Services Committee with the results from the recent public engagement and consultation process regarding the proposed three-stream collection service and provide recommendations on next steps.

Summary:

The recent engagement and public consultation process for the Alberni Valley Electoral Areas provided opportunities for residents to provide feedback and input to the Alberni-Clayoquot Regional District (ACRD) about each area's level of interest in a 3-stream collection service. The strong majority response from the engagement and public consultation process showed clear opposition to the proposed service. Therefore, staff recommend not proceeding with a 3-stream curbside collection service at this time. The ACRD will continue its commitment and efforts towards achieving waste diversion and generation targets by focusing efforts on education and incentivizing diversion through rates and landfill bans. The Solid Waste Management Plan Update will provide a future opportunity to engage with the community on options for increasing diversion in the Electoral Areas.

Background:

As part of the ACRD's ongoing efforts to increase waste diversion, staff investigated the option to provide a roadside collection service for organics, recycling and garbage in the Alberni Valley Electoral Areas which includes: B (Beaufort), D (Sproat Lake), E (Beaver Creek) and F (Cherry Creek). This proposed service was to be in line with the Sort'nGo program launched by the ACRD in the City of Port Alberni in September 2021 and launching on the West Coast in Fall 2022. As a preliminary step to considering such a service in the electoral areas, the ACRD engaged with residents in these areas about their degree of interest in this Sort'nGo service.

Funding to support the proposed waste services is eligible under the Strategic Priorities funding received to implement regional organics diversion. In 2020, the ACRD received a \$6-million grant that will fund the introduction of organics diversion in the regional district. The program implementation phases are the following:

- Phase 1: City of Port Alberni (completed phase)
- Phase 2: Tofino & Ucluelet (current)
- **Phase 3: Alberni Valley Electoral Areas, Bamfield, First Nations and surrounding communities**

The ACRD, with support from Zinc Communications, launched the Alberni Valley Electoral Areas (AV EA) engagement campaign on January 10, 2022. The two main goals of this engagement were to 1) INFORM Electoral Area communities about the opportunity for a coordinated three-stream waste collection service and 2) CONSULT with the public to gather data, gauge the level of interest and determine potential barriers for this proposed service.

As part of the engagement process, various communication materials were developed, and outreach activities were executed that focused on providing the following information to AV EA residents:

- An overview of what a potential three-stream (recycling, organics and garbage) waste service would include and estimated costs of service
- Information on the public engagement process, including how to access the survey and provide feedback
- Links to informational resources (letsconnectacr.ca/electoral-areas) (FAQs and Info Sheets)
- Open house and Zoom info session details

Main Communication Activities included:

- Distribution of direct mail info-sheet to all AV EA residents
- Development and promotion of:
 - www.letsconnectacr.ca/electoral-areas
 - AV EA Survey (online and hard copy versions)
 - Social media posts from ACRD Sort'nGo Waste Reduction and Education account
 - Press releases – RE: AV Engagement Launch
 - Landfill handbills (issued to customers to promote the survey)
 - AV News and radio advertising
- Host information online sessions and open houses (onsite survey opportunities)
 - Provided response to questions and comments about the project via Sort'nGo email/ Sort'nGo Phone and Question forum via www.letsconnectacr.ca/electoral-areas

Engagement Results

In-person open houses were held January 25-27th from 4:30-6:30pm at the three Alberni Valley Community Centres with a total of over 100 residents in attendance. On January 26th the ACRD hosted an Online Zoom info Session over the noon hour and 24 participants attended. These sessions provided an opportunity for residents to read materials and engage directly with ACRD staff with questions and concerns regarding the proposed service.

The survey closed on January 31st, 2022 with over 1,200 responses received. This is a very high response rate indicating a high community engagement.

The results of the survey, as detailed in the attached report, show that the majority of respondents were not supportive of a 3-stream collection service at this time:

- Beaufort Area B: 81% opposed, 19% support
- Sproat Lake Area D: 84.2% opposed, 15.8% support
- Beaver Creek Area E: 82.1% opposed, 17.9% support
- Cheery Creek Area F: 68.7% opposed, 31.3% support

Respondents provided clear feedback that highlighted the possible barriers relating to the implementation of the proposed service, which include concerns related to bears and wildlife, long driveways, rural road conditions, and carts sizes and mobility. Concerns about approximate costs and potential job loss for private haulers were also recurring themes. Those in favor of the proposed service cited opportunities for convenience, value, and better environmental stewardship such as air quality improvement that could result from a decrease in burning waste. This feedback offers information for directors to consider as they look to next steps for waste management in the electoral areas.

During the survey process, some residents expressed concerns regarding other residents completing the survey more than once and disproportionately affecting results. However, this potential issue was managed through quality control

functions that monitored multiple entries from the same sources by tracking IP addresses. There was a total of 44 such multiple submissions, which equated to 3.4% of all entries and was inconsequential when compared to total results of 1288 responses.

Based on the results of the preliminary engagement process, staff do not recommend further work on the option to provide roadside waste collection service to the AV EAs. The ACRD will continue its commitment and efforts towards achieving waste diversion and generation targets and staff will be developing a detailed plan to ensure organics diversion is achieved in the AV EAs area by focusing efforts on education, and incentivizing diversion through rates and landfill bans.

Next Steps:

Measuring of Waste Diversion Targets:

To meet our goal of 50% diversion, it is important that we are measuring the success of different programs and our systems overall, adjusting the workplan to continually move closer to our targets. The 2021 Alberni Valley Annual Landfill report will be brought to the next AVB Services Committee with detailed information from landfill data and waste audits to show how we are meeting these goals and targets.

Education Program

As part of the Alberni Valley Education Strategy, the ACRD will continue waste reduction and diversion education efforts in the community including the City of Port Alberni and Alberni Valley regions. This will be incorporated in all of the initiatives listed below to provide a comprehensive program that will support the diversion of organics.

Landfill Ban on Organics

Once a viable alternative to landfilling organics is established, the regional district will add this material to the banned material list to ensure it does get diverted. Other past examples of materials that were successfully diverted then banned, include cardboard, mattresses, ocean plastics, and netting. Staff will be creating an education and outreach campaign prior to implementation of a ban on organics material to help boost waste diversion. This ban is projected to be in place for early 2024. At that time, loads hauled to the AV landfill that contain organics mixed with garbage will be charged double to strongly incentivize diversion. Additionally, an education and training program will be developed for landfill staff to assist and educate residents who bring materials directly to the AV landfill. The ACRD will continue to work with private haulers through workshops and meetings to support them in enforcing organics diversion. As an example, the ACRD recently conducted an enforcement campaign for out of region and mixed loads (focused on recyclables in waste) in 2019 and were very successful working with haulers to get this message to their customers.

Self-Haul Rates Review and Diversion Capacity

A residential self-haul tipping rate review will be undertaken with the intent to establish incentivized rates for the small volumes of organics to encourage diversion. The rate review will also consider the cost for staff oversight at the landfill, processing and traffic flow implications. The ACRD has recently increased diversion capacity at the landfill by including drop-off areas for organics and food waste. Earth Land and Sea currently offers a drop-off option for food waste for a fee of \$5/20l pail, at its facility in Port Alberni.

Solid Waste Management Plan Update

Finally, an update of the Solid Waste Management Plan will begin following the completion of the regional organics diversion project which is projected for late 2023. Through this process, the ACRD will engage the public on their goals and interest in various diversion and collection options will be revisited at this time.

First Nations Communities:

The ACRD has initiated conversation with Hupacasath and Tseshaht on their level of interest in expanding their waste collection systems to include organics. The ACRD will continue to work with these First Nations communities to support them in engaging with their community members and if a decision is made to move forward with expanded service, staff will provide support and assistance in setting this up.

Strategic Plan Implications:

Strategy 3.2, Solid Waste Management Plan Implementation, includes implementation of regional organics diversion as well as enhancement of recycling and diversion programs within the Alberni Valley.

Policy or Legislation:

Renewal negotiations for the Alberni Valley Landfill land tenure could result in additional monitoring, reporting or projects/initiatives to address organics diversion as required by the Ministry. Staff will continue to update the Board on this issue in the future.

Options Considered:

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors proceed with a referendum for the creation of a 3-stream waste collection service in Alberni Valley Electoral Areas.

A referendum was proposed by a number of residents during the engagement process. Staff responded to this request by explaining that prior to conducting an expensive and resource intense electoral assent process, this initial engagement was designed to gauge community interest and determine if a service is likely to be supported. As the results show that the majority do not support this service, it is not recommended that we proceed with this service nor undertake a referendum at this time as the results are very likely to mirror the results of this engagement process.

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors investigate the establishment of a subscription service for 3-stream waste collection service in Alberni Valley Electoral Areas.

The ACRD could explore options to create a subscription-based waste collection service for AV EA residents who are interested in taking part 3-stream collection. This could include a scenario where the ACRD issues an Expression of Interest (EOI) from businesses interested in providing this service. As staff work towards implementing an organics ban at the landfill, haulers will be required to enforce the removal of organics from the waste stream. This will create an opportunity for them to offer separate collection of this material as part of their service. Staff are planning to support the private haulers through this change and give them opportunity to fill the gap without the regional district setting up such a service. The benefit of private haulers providing this service directly will be less overhead and administration. This is not recommended at this time but may need to be revisited if local private haulers do not naturally fill the gap.

Submitted by:



Jodie Frank, Organics Coordinator

Reviewed by:



Jenny Brunn, General Manager of Community Services

Reviewed by:



Wendy Thomson, General Manager of Administrative Services

Approved by:



Daniel Sailland, Chief Administrative Officer

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

ELECTORAL AREAS WASTE COLLECTION SURVEY

The Future of Waste for Electoral Areas: B (Beaufort), D
(Sproat Lake), E (Beaver Creek) and F (Cherry Creek)



Public Feedback Summary Report
February 2022



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APPENDICES

- APPENDIX 1 – Survey (Hard Copy)
- APPENDIX 2 – Campaign Materials (direct mail out)
- APPENDIX 3 – Promotional Materials (Press release, print ads, social media posts)
- APPENDIX 4 – Online Webinar Presentation

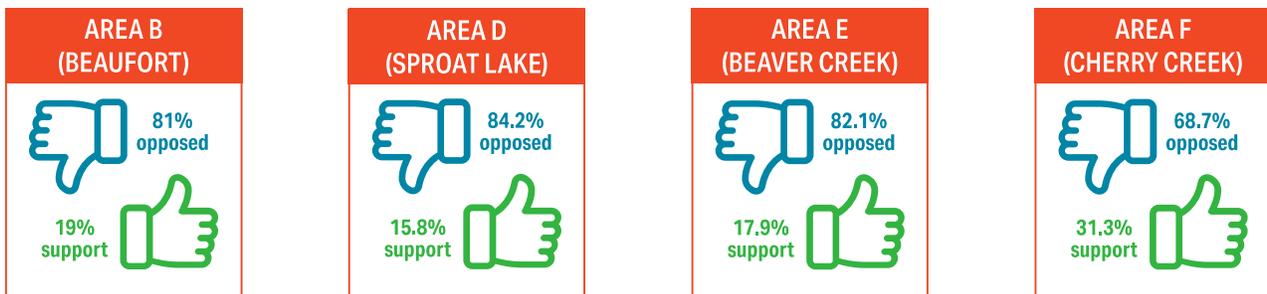
1.0 Executive Summary

As part of the Alberni-Clayoquot Regional District (ACRD)'s ongoing efforts to increase waste diversion, the introduction of rural roadside organics, recycling and garbage collection service in Electoral Areas B, D, E and F has been put forward for consideration. The proposed service would be in line with the Sort'nGo program launched by the ACRD in the City of Port Alberni in September 2021, and launching in Tofino, Ucluelet and some surrounding west coast communities in Fall 2022. As a preliminary step to considering such a service in the electoral areas, the ACRD engaged with residents in these areas about their degree of interest in this Sort'nGo service.

Engagement launched on January 10, 2022, and wrapped on January 31, 2022. The purpose of this engagement was to inform Electoral Area communities about the opportunity for coordinated three-stream waste collection and determine interest in the proposed service.

To better understand how residents in Electoral Areas feel about moving ahead with such a service, an online survey was created and posted on letsconnectacrd.ca/sortngo-electoral-areas. A news release, direct mail out, print and radio ads, and targeted social media posts (see Appendix 3), plus three open houses in Electoral Areas and an online info session (see Appendix 4) helped to draw the target audiences to the online survey.

As of January 31, when the survey closed, over 1,200 responses were submitted. In each area, the majority of respondents said they were not supportive of a service like this at this time:



Respondents provided consistent feedback that highlighted the possible barriers relating to the implementation of the proposed service, including the impracticality of rural driveways, wildlife and cart sizes/mobility. Concerns about cost and potential job loss for private haulers were also recurring themes. Those in favour cited opportunities for convenience, and for better environmental stewardship the service could provide.

This feedback offers input for directors to consider as they look to next steps for waste management in the electoral areas. To follow up on this consultation, it's recommended that an update on results and related board decisions be shared with the public.

2.0 Introduction

2.1 CONSULTATION OVERVIEW

The ACRD is considering setting up a potential new roadside garbage and recycling collection service for the electoral areas in the region for the following reasons:

- **Waste Reduction:** The ACRD has a target of reaching 400kg of waste produced per person, per year. The current average is 589kg. The province has set a goal of reaching 350kg/person.
- **Save Space & Increase Landfill Lifespan:** Currently, organic waste makes up 30-50% of waste sent to the Alberni Valley landfill. Removing organics will prolong the life of the AV landfill by 35 years.
- **Decrease Harmful Gases:** Diverting organics to a composting facility and away from the landfill will lower the amount of greenhouse gasses produced when food and yard waste are left buried under garbage.

While a Sort'nGo collection service in the Electoral Areas could help address these goals, the ACRD wanted to consult with the community to determine the degree of their support/interest.

This report provides a summary of the input and feedback gathered from the survey which was ran from January 10 to January 31, 2022.

2.2 ENGAGEMENT GOALS

The following goals for this stage of public engagement fall under the levels of INFORM and CONSULT on the International Association of Public Participation (IAP2) spectrum for public engagement. These goals focus on providing information, listening and acknowledging concerns, and showing commitment to working with public to exchange information, ideas and concerns:

Goal 1: Inform homeowners about potential rural roadside collection

Goal 2: Consult homeowners about barriers to implementation in their neighbourhood

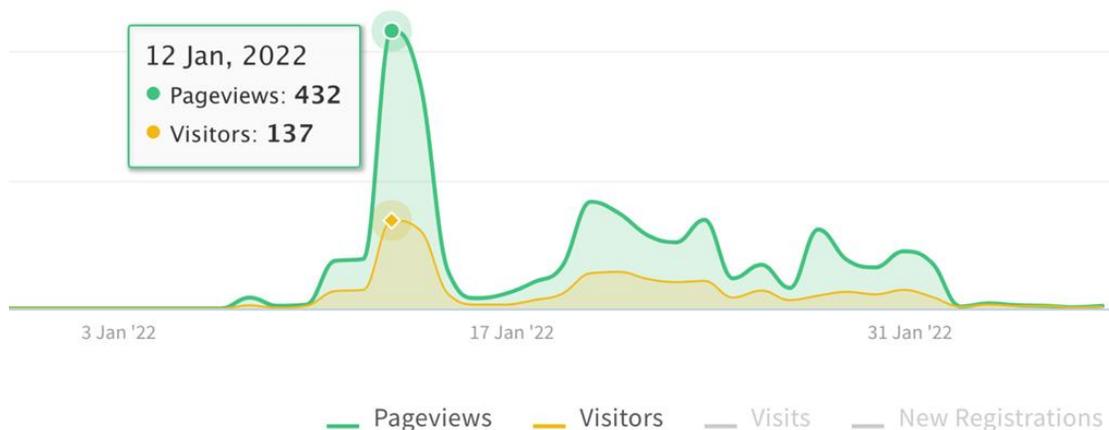
Goal 3: Consult homeowners about level of support or conditions of support

2.3 ENGAGEMENT STRATEGY AND TOOLS

To achieve these goals, a range of tools and materials were used. The formal method used for gathering feedback during this process was the online survey that was posted January 10-31, 2022 on letsconnectacrd.ca/sortngo-electoral-areas, the ACRD's online engagement platform.

The survey included up to 10 questions and asked for feedback on residents' current management of organic and yard waste, recycling and garbage, measured interest in a new service, and asked community members what they would like considered as Directors' review future options for each area.

- **Survey:** In order to encourage as many residents as possible to respond, the survey was open and did not require registration to submit responses. The survey asked resident about how they currently manage their waste, and about their interest in a new service. Hard copies were also available at the ACRD Office. These were transferred to the final online survey results and are included in the hard copy survey (Appendix 1).
- **Open Houses and Webinar:** Three open houses were held in Electoral Areas on January 25 (Cherry Creek), January 26 (Beaver Creek) and January 27 (Sproat Lake) from 4:30-6:30pm. Display boards were on hand with the Sort'nGo team to answer questions. The online webinar was held via ZOOM on January 26 from 12- 1pm with a presentation followed by Q&As. The webinar was recorded and posted to the webpage following the event.
- **Promotional Material:** To generate participation, a direct mail letter was distributed the \ week of January 10. A press release was also sent out on January 10, followed by print and radio ads and social media posts in subsequent weeks of the engagement window. The significant increase in traffic to the webpage on January 12 can be attributed to the mail out received by residents within this time frame:



- **Supporting Material:** To support the survey, FAQs were posted on the webpage. Community members could also submit questions to the project team – over 15 questions were posted and answered. A [project page](#) with information, and linking to the survey, was also available on the ACRD’s website.

3.0 Consultation Results

The primary objective of this phase of consultation has been to understand whether residents are interested in a new roadside organics, recycling and garbage collection service in Electoral Areas B, D, E and F. Result numbers of over 1,200 respondents indicate both a high level of community opinion on this topic, and the success of outreach and promotion for engagement.

Please note that not all question responses are discussed in detail within this report, as much of the survey content is directed to ACRD staff to better understand how designing such a service in one or more of these areas could proceed if the decision is made to move forward. Detailed survey result reports are available to directors by request.

3.1 RESPONSE MONITORING

As the survey did not require log-in or registration from respondents, a review of the results was completed to note abnormal submission activity (i.e., multiple submissions). The survey platform provides opportunity to review submission ID’s – anonymous numbers attached to surveys coming from the same location.

- Normal Submission Activity: We have seen small batches of 2-3 multiple submissions, which is in keeping with expectations that some households will have more than one person filling out the survey.
- Abnormal Submission Activity: There were 8 instances of 4 or more multiple submissions (44 duplicate responses in total): 13 in Area D, 28 in Area E, 3 in Area F.

These duplicate submissions are not enough to interfere with the quality of data collected, or change outcomes.

3.2 BY THE NUMBERS



DAYS THE ONLINE SURVEY WAS LIVE



RESPONDENTS TO THE SURVEY



QUESTIONS SUBMITTED



DIRECT MAIL RECIPIENTS



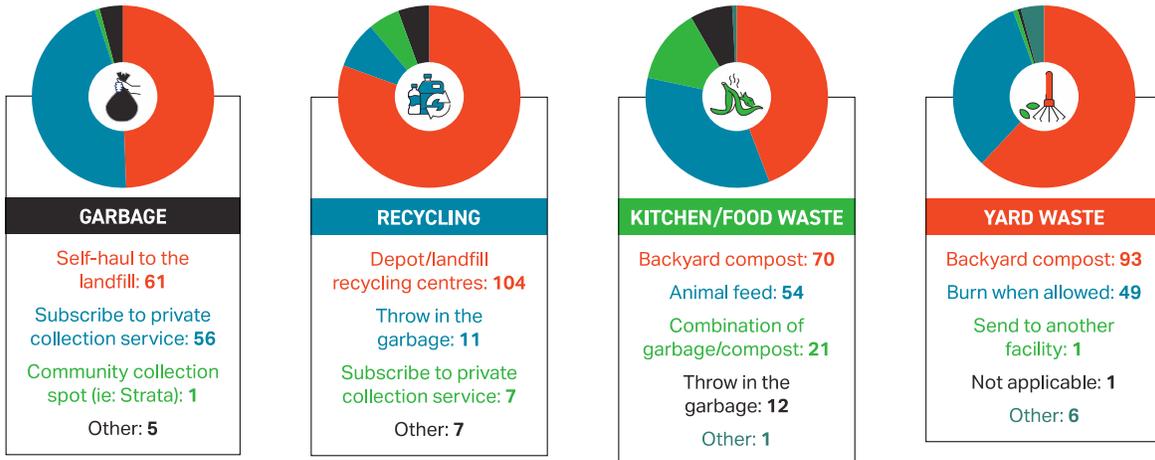
OPEN HOUSE & INFO SESSION ATTENDEES

3.3 AREA B CONSULTATION RESULTS

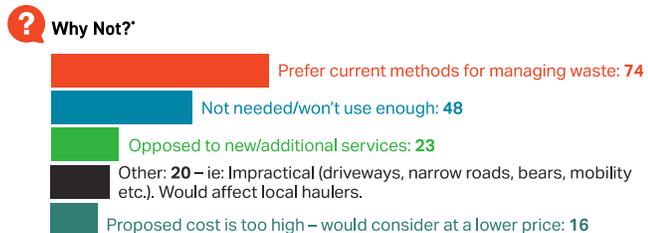
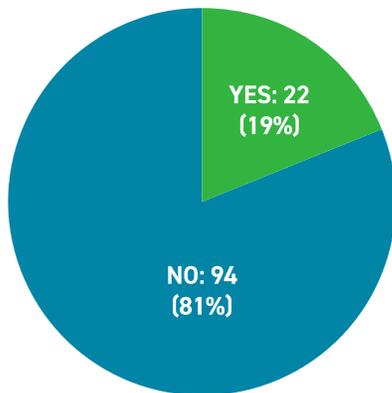
AREA B - BEAUFORT

116 RESPONDENTS

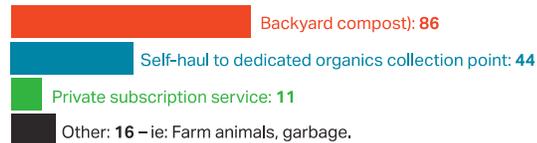
? WHAT DO YOU CURRENTLY DO WITH*:



? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



? If no collection service, what will you do with organics when no longer accepted in landfill?



☰ THEMES OF COMMENTS

The following key themes emerged from residents in this area:

- Impracticality concerns:** Narrow/gravel roads, long driveways, bears and wildlife
- Don't want change:** Self-sufficient/established processes for waste disposal in place

Additional comments:

- Happy with current hauling services:** Concern for jobs
- Cost is prohibitive:** proposed cost considered too high, less expensive currently
- Benefits appealing:** Less burning, fewer piles ups of garbage and recycling to haul away, and less food and yard waste in garbage

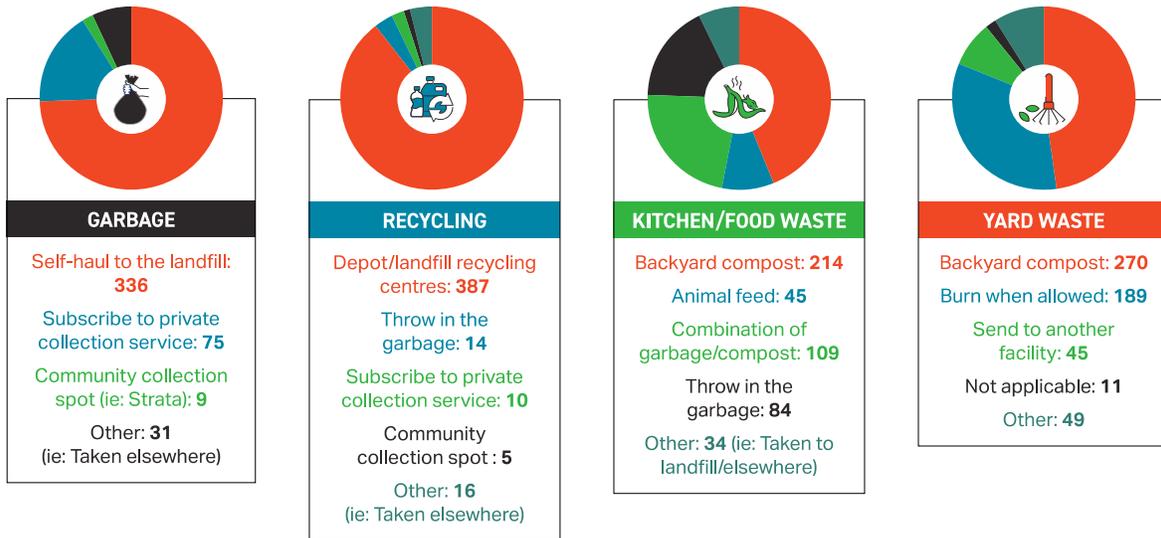
* survey question allowed for multiple choice answers.

3.4 AREA D CONSULTATION RESULTS

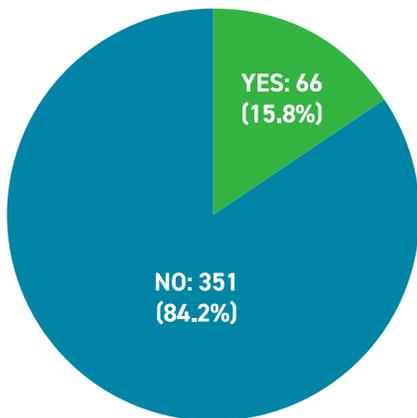
AREA D - SPROAT LAKE

417 RESPONDENTS

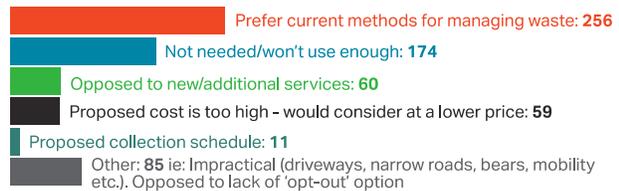
? WHAT DO YOU CURRENTLY DO WITH*:



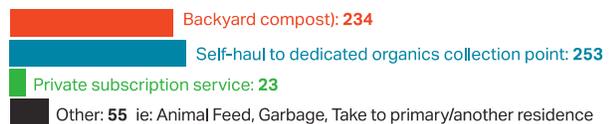
? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



? Why Not?



? If no collection service, what will you do with organics when no longer accepted in landfill?



☰ THEMES OF COMMENTS

The following key themes emerged from residents in this area:

- Impracticality concerns:** Local bear population, long driveways, gravel roads
- High number of vacation/secondary properties:** Don't consider the service to be worthwhile

Additional comments:

- Benefits appealing:** Convenience, more diversion, decrease greenhouse gases
- Don't want change:** Self-sufficient/established processes for waste disposal in place
- Cost is prohibitive:** proposed cost considered too high, less expensive currently
- Happy with current hauling services:** Concern for jobs, prefer to support small businesses

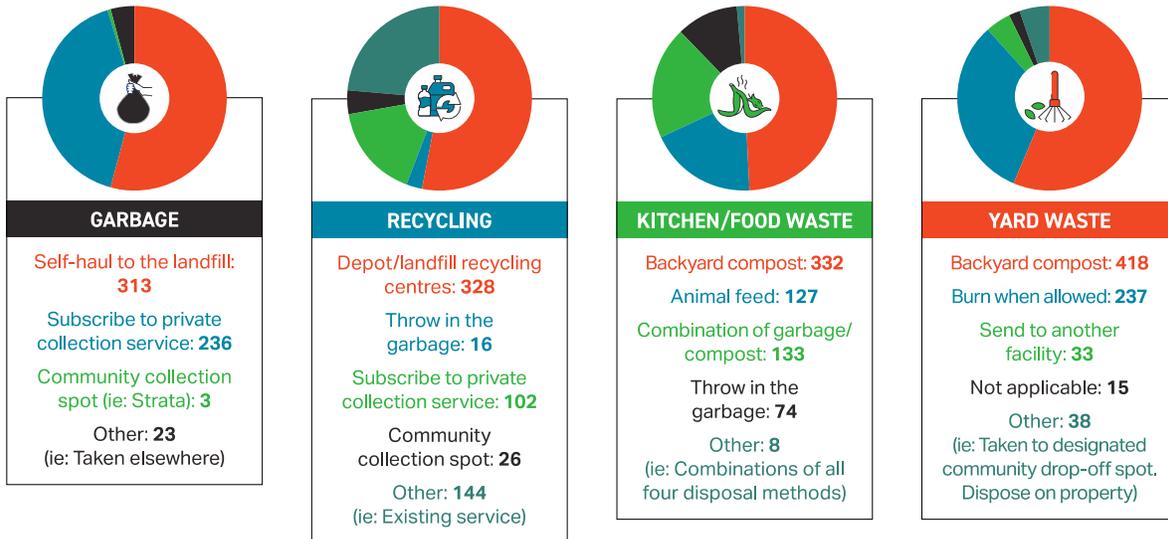
* survey question allowed for multiple choice answers.

3.5 AREA E CONSULTATION RESULTS

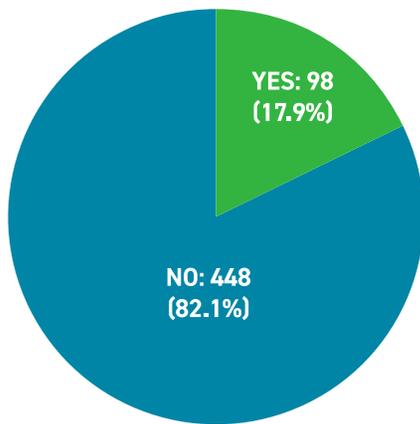
AREA E - BEAVER CREEK

546 RESPONDENTS

? WHAT DO YOU CURRENTLY DO WITH*:



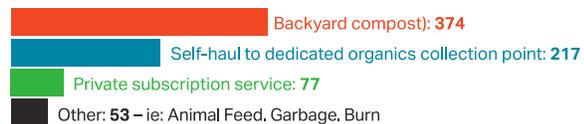
? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



? Why Not?



? If no collection service, what will you do with organics when no longer accepted in landfill?



☰ THEMES OF COMMENTS

The following key themes emerged from residents in this area:

- ☰ **Don't want change:** Self-sufficient/established processes in place including existing roadside recycling service
- ☰ **Happy with current hauling services:** Concern for jobs, small businesses

Additional comments:

- ☰ **Benefits appealing:** Convenience, environmental benefits
- ☰ **Cost is prohibitive:** Proposed cost considered too high, less expensive currently
- ☰ **Impracticality concerns:** Long driveways, road conditions, bears and wildlife
- ☰ **Opposed to lack of 'opt-out' option:** Would prefer the choice

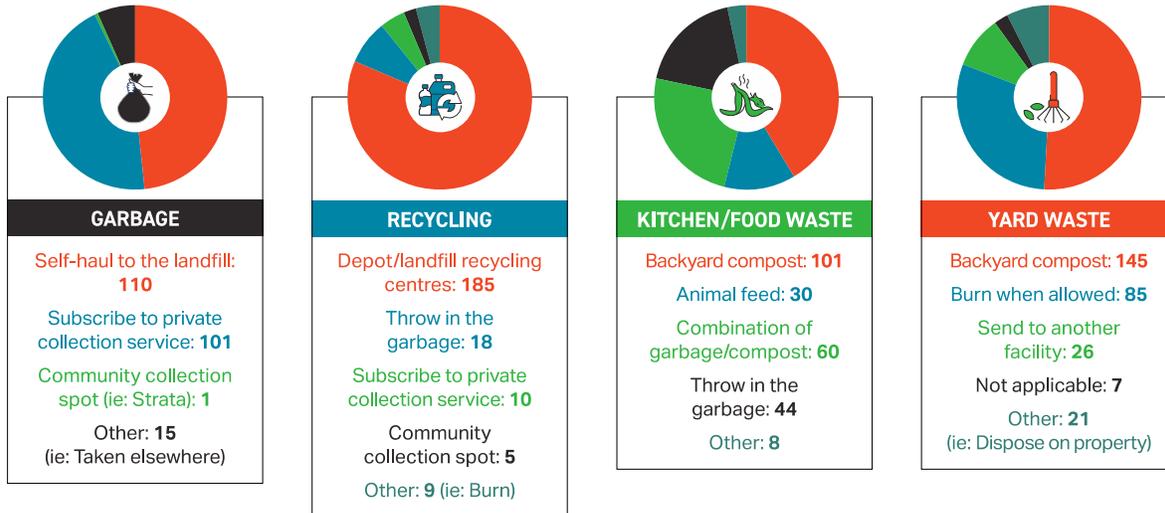
* survey question allowed for multiple choice answers.

3.6 AREA F CONSULTATION RESULTS

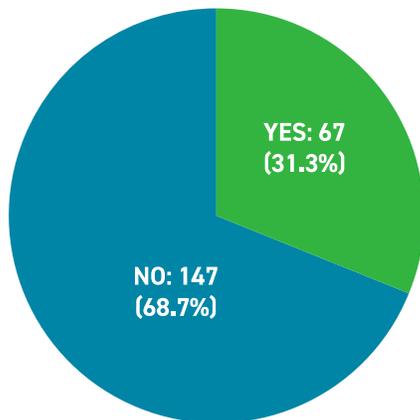
AREA F - CHERRY CREEK

214 RESPONDENTS

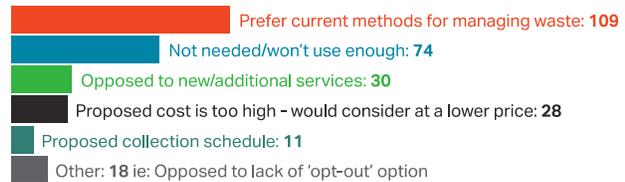
? WHAT DO YOU CURRENTLY DO WITH*:



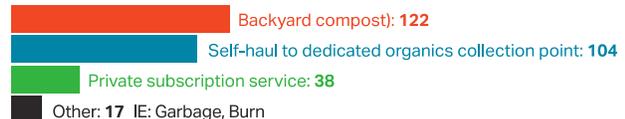
? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



? Why Not?



? If no collection service, what will you do with organics when no longer accepted in landfill?



☰ THEMES OF COMMENTS

The following key themes emerged from residents in this area:

- ☰ **Don't want change:** Self-sufficient/established processes in place
- ☰ **Impracticality concerns:** Long driveways, mobility, cart sizes, road conditions

Additional comments:

- ☰ **Benefits appealing:** Convenience, air quality improvements from reduced burning
- ☰ **Cost is prohibitive:** Proposed cost considered too high, less expensive currently
- ☰ **Happy with current hauling service:** Concern for jobs, prefer to support small businesses
- ☰ **Opposed to lack of 'opt-out' option:** Would prefer the choice

* survey question allowed for multiple choice answers.

4.0 Themes of Feedback

The following section highlights key themes gathered from the short-answer question in the survey. It is important to note that across all areas, when asked whether their community would be a good candidate for roadside collection, there was a smaller but consistent number of respondents who shared their support.

A. Impractical

Respondents cited perceived barriers to implementing a rural roadside collection service in their areas which included long driveways, attracting bears and wildlife, issues with cart sizes and mobility, as well as narrow/inaccessible roads and road conditions. In their words:

- “Don’t want it. Some Driveways are long or steep. Elderly folks or disabled cannot move these cumbersome bins. Easier to haul from secured garage which is bear proof into my car and take to the dump.”
- “Not enough room to put carts at side of road and dangerous for walkers/bicyclists/horse riders to go around. Driveways too long to drag carts down, especially if it snows. Will attract bears and raccoons.”
- “Because in rural areas there is a lot more smaller roads and dead ends and longer drive ways. These big trucks are destroying are roads, look at Beaver Creek Road, with all the logging trucks.”

B. Cost

Respondents citing cost as a barrier to supporting the proposed service indicated they pay lower costs currently for private/self-hauling. Residents with vacation homes in the Sproat Lake area also did not see the service worth the cost given the seasonal nature of these properties. In their words:

- “Currently take recycling and garbage to the dump and compost organic waste on our property for 1/4 of the proposed cost.”
- “Cost outweighs the benefit. Most people are only there on a short-term basis so it makes no financial sense.”
- “I don't feel people will be open to the added cost. Our household simply cannot afford more bills for a service we don't really need and already deal with in a manner that's good for the environment.”

C. Small Business Job-Loss

Residents have established relationships with private haulers/contractors in their areas and expressed both a desire to maintain those relationships and concern over potential job loss, should the service move forward. Many indicated their support for small businesses took priority. In their words:

- “I prefer to support small business.”
- “The private services do a great service, weekly or whatever you need, and don't stop for snow or holidays.”
- “I feel that this would hurt our private local company. Not for the new change!”

D. Happy As Is/Not Needed

There was a strong preference to remaining self-sufficient, in large part due to the high number of rural acreages and farm properties where residents are predominantly disposing of organic and yard waste on property (i.e., burning, backyard composting) with private/self-haul of recyclables and garbage going to depots and landfill. In their words:

- “I live on a sustainable type organic farm. Little no garbage is generated so no need for this type of service.”
- “Managed for so long without, why change something that isn't broken.”
- “Rural, most of us compost and recycle very efficiently without being forced into a program that is cumbersome, adds cost and unnecessarily restricted schedules. I want to recycle/compost whenever it is convenient to my schedule.”

E. Appealing

Supporters of the proposed service voiced consistent themes of convenience, better environmental benefits and less off-property dumping. A smaller theme from respondents also indicated they would be more in support of a service with different deliverables (i.e., more/less collection days, one or two waste streams and the choice to opt-in). In their words:

- “Good idea that may prevent yard waste being dumped on sides of logging roads. Also, should reduce GHG reduces trips to landfill.”
- “I think road side collection is good, in general. However, the way our family deals with the limited amount we create, it would be a much more expensive option. I would be in favour of a pay as you go or opt in system.”
- “It would be extremely good. Lots of neighbors burn their garbage. Air quality would definitely improve. Would also make it more personally convenient to recycle and compost. I think more people would participate instead of taking to the landfill.”

5.0 Conclusion

The ACRD undertook an extensive engagement process that offered both enough time, and opportunities, for the community to provide input on the proposed roadside waste collection service.

A range of tools were used to promote and share the survey and respond to the questions that residents had in real time while the survey remained live. Significant responses have provided Directors and staff with clear feedback on the interest of the community.

Out of over 1,200 participants that took part in the online survey, the majority responded that they are not in favour of a rural roadside organics, recycling and garbage pickup service in their area. Comments from all electoral areas were similar in nature, with a focus on remaining self-sufficient with waste diversion practices.

The ACRD can use this information as they consider next steps for the future of waste within Electoral Areas, and how the feedback provided might be used to adapt services and scope of implementation for broader support.

6.0 Next Steps

This report will be presented at the February 24, 2022 ACRD board meeting. It's recommended that the following steps be taken:

- The results of the survey be considered as Directors' make decisions on next steps, which are expected in the spring.
- This report be shared with the community on letsconnectacrd.ca/sortngo-electoral-areas.
- An update about decisions made by directors or ACRD staff about the proposed roadside collection service be relayed to the public via news update or Let's Connect page.

APPENDICES

APPENDIX 1 – Survey (Hard Copy)

APPENDIX 2 – Campaign Materials (direct mail out)

APPENDIX 3 – Promotional Materials (Press release, print ads, social media posts)

APPENDIX 4 – Online Webinar Presentation

SURVEY: WASTE COLLECTION IN ALBERNI VALLEY ELECTORAL AREAS



The Alberni-Clayoquot Regional District is considering implementation of a roadside garbage, recycling and organics collection service in the electoral areas of the Alberni Valley. The new service would reduce the waste currently being sent to the landfill, and offer residents an alternative for organics collection which will eventually be banned in the landfill, a process that's scheduled to begin in 2023.

Share your opinion on the proposed service with the following survey, which will take 5-10 minutes to complete.

Responses are anonymous. To be entered to win leave your name and phone/email in the field provided at the end of this survey (responses will remain anonymous). We'll select 10 winners from random draws in late February, 2022. Winners can choose a gift card to a local business or a yard of compost for their backyard gardens!

1. Where do you live?

- Electoral Area B - Beaufort
- Electoral Area D – Sproat Lake
- Electoral Area E – Beaver Creek
- Electoral Area F – Cherry Creek

2. What do you currently do with your GARBAGE?

- Self-haul to the landfill
- Subscribe to private collection service
- Community collection spot (ie: Strata)
- Other: _____

3. What do you currently do with your RECYCLING?

- Throw in the garbage
- Sort and drop at depot/landfill recycling centres
- Subscribe to private collection service
- Community collection spot (ie: Strata)
- Other: _____

4. What do you currently do with your KITCHEN/FOOD WASTE?

- Throw in the garbage
- Backyard compost
- Combination of garbage/compost
- Animal Feed
- Other: _____

5. What do you currently do with most of your YARD WASTE?

- Backyard compost
- Burn when allowed
- Send to another facility
- Not applicable
- Other: _____

THE ACRD IS PROPOSING A ROADSIDE COLLECTION SERVICE THAT:

- Costs \$250/year
- Provides weekly organics (food and yard waste) collection in anticipation of upcoming ban of organics at landfill
- Provides garbage and recycling collection on alternating weeks
- Includes dedicated carts provided as part of the service
- Cannot be opted out of, if it is implemented in the area
- Will increase diversion from the landfill to appropriate alternative streams

6. Given the above information, are you interested in a roadside collection service?

- Yes (Skip to Question 8)
- No (Please Answer Question 7)

7. If you answered "NO" to Question 6, let us know the main reason this service isn't of interest right now: (IF YES, SKIP THIS QUESTION)

- Prefer to continue with current methods for managing waste
- Proposed cost is too high – would consider at a lower price
- Opposed to new/additional services provided in the area
- Proposed collection schedule
- Not needed/Won't use enough
- Other: _____

8. On a scale of 1-10, (with 1 = uninterested and 10 = very interested), how interested are you in a roadside collection service?

1 2 3 4 5 6 7 8 9 10

9. Should a roadside collection service NOT be implemented in your area, how will you manage organic waste (kitchen and yard waste) when it is no longer accepted at the landfill (est. 2023)?

- Self-haul to a dedicated organics collection point
- Backyard compost (*Note that organics includes meat, bones, dairy and greases)
- Private subscription service
- Other: Fill in Blank

10. Tell us about your community: Why would/wouldn't it be a good candidate for roadside collection?

Enter to win one of 10 gift cards to local businesses, or a yard of compost for the garden, by sharing your name and a phone number/email address (responses remain anonymous). Random draws will be completed in early February.

NAME:

EMAIL/PHONE:

We want to hear from you by January 31st!



Sort'nGo
Live Simpler Sort Smarter.



IMPORTANT NOTICE:

Proposed Roadside Collection Service - Electoral Areas

Dear Homeowner,

The Alberni-Clayoquot Regional District (ACRD) is considering a roadside waste collection service for organics, recycling, and garbage in the electoral areas of the Alberni Valley: Areas B (Beaufort), D (Sprat Lake), E (Beaver Creek) and F (Cherry Creek). This service would increase diversion from our landfill, and offer tools for residents who will no longer be able to dispose of organics (kitchen/food/yard waste) at the landfill, where phasing out is scheduled to begin in 2023. Your input is important – we are seeking feedback to help us determine the best steps forward for the future of waste.

Project Background

Three-stream collection was introduced to the City of Port Alberni in September 2021 with the introduction of organics collection at the roadside. In order to meet the ACRD's and province's waste diversion goals, the ACRD is proposing changes at the landfill, including an eventual ban of organic waste. To support this transition, the ACRD is considering a roadside collection service.

Service Details

The service, which would include weekly organics pick up and alternating, bi-weekly garbage and recycling, would cost approximately \$250/year per household. For more details about the proposed service, please see the reverse side of this letter.

Learn More

Learn more about the proposed service and join us at an open house or for an online webinar the week of January 24. See details on reverse.

Share Your Opinion

To share your thoughts on the proposed service, complete the survey by January 31. Responses are anonymous. Hard copies are available at the ACRD office. 3008 5th Avenue, Port Alberni

Enter To Win

Enter our contest, please fill in your name, phone and email on the last survey question. Ten winners will be selected from random draws in February 2022. Winners can choose a gift card to a local business or a yard of compost for their backyard gardens! letsconnectacrd.ca/sortngo-electoral-areas



What Happens Next

The results of this survey will be summarized and provided to the ACRD as they consider next steps in the spring. For more information on the proposed collection service, visit letsconnectacrd.ca/sortngo-electoral-areas. If you have any questions, please call 250-736-7678 or email sortngo@acrd.bc.ca.

Sincerely,
Jodie Frank
Alberni-Clayoquot Regional District
Organics Coordinator



Visit letsconnectacrd.ca/sortngo-electoral-areas sortngo@acrd.bc.ca 250-736-7678 (SORT)

Electoral Areas Proposed Roadside Collection Service

The Alberni-Clayoquot Regional District (ACRD) is working to increase waste diversion and reduce the burden on our landfills. After introducing organics collection in Port Alberni in September 2021, and working towards a launch in west coast communities in fall of 2022, the ACRD is now considering introducing the service into the Alberni Valley electoral areas around Port Alberni.

Landfill Lifespan

Diverting food and yard waste from our landfill will save space and offer a convenient solution when organics is phased out at the facility, scheduled to begin in 2023.

Lower Costs

If we continue to dispose of organics at the landfill, where it creates harmful methane gasses when trapped under garbage, a costly mandated gas capture system will be required.

Community Convenience

Streamlining organics, recycling, and garbage would include new uniform carts and resources for residents to help sort items and keep track of collection schedules.

About the Curbside Collection Service

The proposed **Sort'nGo** service is part of a larger update to waste collection for the electoral areas that would include a transition to automated collection trucks. An automated collection service relies on a truck to pick-up and empty carts using a mechanical arm; this is currently the method for garbage collection in Port Alberni. This automated system means standardizing the wheeled collection carts that residents place curbside. The ACRD would provide these new uniform carts to all homes in the service area prior to the launch of the new service.



Find Out More

We have open houses and a ZOOM info session taking place in January 2022. All area residents are invited to stop by in-person at the open house location that's most convenient, or register for our online event. You'll have a chance to meet the team, learn about the service, offer your feedback, and ask questions.

JANUARY 25	JANUARY 26	JANUARY 26	JANUARY 27
4:30-6:30pm Cherry Creek Community Hall	4:30-6:30pm Beaver Creek Community Hall	12:00-1:00pm Online ZOOM Session	4:30-6:30pm Sproat Lake Community Hall

Register for the Online Info Session January 26th from 12-1pm at:
letsconnectacrdd.ca/sortngo-electoral-areas

DID YOU KNOW? Garbage collection is reduced because waste composition studies show that up to 50% of household waste is organic or compostable. Once diverted, the result should be less garbage.

Proposed Collection Schedule



Let Us Know What You Think For a Chance Win!

Share your opinion on the proposed service with our 5-10 minute survey. To be entered into the contest, fill in your name, phone and email on the last survey question (responses will remain anonymous). Ten winners will be selected from random draws in February 2022. Winners can choose a gift card to a local business or a yard of compost for their backyard gardens!

Visit letsconnectacrdd.ca/sortngo-electoral-areas sortngo@acrdd.bc.ca 250-736-7678 (SORT)



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT
3008- 5th Ave, Port Alberni, V9Y 2E3

PRESS RELEASE

For Immediate Release
January 10, 2021

Residents Asked to Help Shape the Future of Alberni Valley’s Roadside Collection Service

PORT ALBERNI – The Alberni-Clayoquot Regional District (ACRD) is considering a roadside waste collection service for organics (food and yard waste), recycling, and garbage in four electoral areas of the Alberni Valley: Areas B (Beaufort), D (Sproat Lake), E (Beaver Creek) and F (Cherry Creek).

“These areas remain largely unserved, and we’d like to engage with residents to understand their level of interest in a coordinated collection program,” says John Jack, Chair of the ACRD Board. “By introducing organics along with recycling and garbage pick-up, we can extend the lifespan of our landfill while transforming food and yard waste into reusable compost.”

Residents in electoral areas B (Beaufort), D (Sproat Lake), E (Beaver Creek) and F (Cherry Creek) are being asked to learn more about the proposed service and share their opinions in an online survey:

- Survey will take 5-10 minutes
- Hard copies of the survey are available at the ACRD office: 3008 5th Ave, Port Alberni, V9Y 2E3
- Take the survey online at: letsconnectacrd.ca/sortngo-electoral-areas
- Survey closes January 31, 2022

Those who complete the survey can enter to win a gift card to a local business, or a yard of compost for backyard gardens. To enter, fill in your name and phone/email on the last survey question (responses will remain anonymous). Ten winners will be selected in random draws in late February

To learn more about the proposed service, open houses and a ZOOM info session will be held January 25-27, 2022. Electoral Area residents are encouraged to join us in person or online:

- Open House – January 25, from 4:30 pm – 6:30 pm at Cherry Creek Hall
- Open House – January 26, from 4:30 pm – 6:30 pm at Beaver Creek Hall
- Online info session – January 26, from 12 pm - 1pm
- Open House – January 27, from 4:30 pm – 6:30 pm at Sproat Lake Community Hall

For more information about the above events, and please visit the Electoral Area hub for the proposed Sort’nGo collection service at: letsconnectacrd.ca/sortngo-electoral-areas.

-30-

Questions?
Jodie Frank, ACRD Organics Coordinator
250-736-7678 (SORT)
jfrank@acrd.bc.ca

PRINT AD – AV NEWS



**WASTE COLLECTION
IN ELECTORAL AREAS**

The Alberni-Clayoquot Regional District (ACRD) is considering a roadside waste collection service for organics, recycling, and garbage in the electoral areas of the Alberni Valley: Areas B (Beaufort), D (Sproat Lake), E (Beaver Creek) and F (Cherry Creek). **We want to hear from you.**

JOIN US TO LEARN MORE

Visit the website at letsconnectacrdr.ca/sortngo-electoral-areas and subscribe for updates

Attend an info session: Come out to one of our open houses between Jan 25 - 27, 2022

FILL OUT OUR SURVEY

Let us know what you think and enter our contest by leaving your name and phone/email on the last survey question to win a local gift card, or a yard of compost for the garden!



Visit letsconnectacrdr.ca/sortngo-electoral-areas for details.

Take the survey here bit.ly/sortngo-survey

letsconnectacrdr.ca/sortngo-electoral-areas
250-736-SORT (7678) • sortngo@acrdr.bc.ca



TWITTER SAMPLE

Alberni-Clayoquot RD @ACRDgov · Jan 25
Residents in #AlberniValley areas of Beaufort, Sproat Lake, Beaver Creek & Cherry Creek who can't make our #SortnGO open houses this week, we invite you to join us online tomorrow, Jan 26 from 12-1pm. Pre-registration is required so save your seat: bit.ly/electoral-area...



FACEBOOK SAMPLE

Sort'ngo - ACRD Recycling & Organics
Published by Emily Kennedy · January 10 at 6:00 AM · 🌐
Let's talk about the future of waste in the Alberni Valley! The ACRD is currently seeking feedback from residents in the electoral areas B (Beaufort), D (Sproat Lake), E (Beaver Creek) and F (Cherry Creek) on a proposed new roadside collection service for garbage, recycling and organics (food and yard waste).
We want to hear from you! Share your opinion in the survey on our web page, and enter a prize draw! <https://www.letsconnectacrdr.ca/sortngo-electoral-areas>
#Alberni... See more



Sort'ngo - ACRD Recycling & Organics
Published by Emily Kennedy · January 14 at 9:00 AM · 🌐
Calling B, D, E and F electoral areas in the Alberni Valley: If you live in Beaufort, Sproat Lake, Beaver Creek or Cherry Creek, we invite you to join us later this month to learn more about #SortnGo and to let us know what YOU think about a proposed roadside collection service for electoral areas. Coming Up:
Open House - January 25, from 4:30 pm - 6:30 pm at Cherry Creek Hall
Open House - January 26, from 4:30 pm - 6:30 pm at Beaver Creek Hall
... See more



Sort'ngo - ACRD Recycling & Organics
Published by Emily Kennedy · January 10 at 11:48 AM · 🌐
News Release — Residents Asked to Help Shape the Future of Alberni Valley's Roadside Collection Service: bit.ly/acrdr-news-release-jan-10-2022
#SortnGoElectoralAreas #ACRD



SORT'NGO ELECTORAL AREAS

The future of waste management.



SORT'NGO AT A GLANCE



- Regular, scheduled waste collection
- New uniform carts provided to residents
- Prolong lifespan of the AV landfill
- Decrease harmful methane gases
- Offers solution when organics is phased out at landfill



Your feedback is important. We want you to help us determine the best steps forward for the future of waste.



WHY SORT'NGO?

FUNDING SUPPORT

ORGANICS BAN AT LANDFILL



WHY DIVERT ORGANICS?

REDUCE HARMFUL GASES



SAVE SPACE



ABOUT AUTOCART COLLECTION



Uniform collection carts are needed in order to work alongside the automated system



Trucks are equipped with a mechanical arm used to pick-up and empty carts



ANATOMY OF A CART



WHAT TO EXPECT



Waste composition studies show 30-50 % of household waste sent to the AV Landfill is organic or compostable. Once these items are diverted, there should be less overall garbage for collection.



WHAT WOULD GO IN THE CARTS?

Green cart for food & yard waste.



What Goes In ✓

Fruits, vegetables, meat, poultry, fish, shellfish, bones, bread, dough, pasta, grains, eggs, dairy products, paper towels, napkins, tea bags, coffee grounds and filters, yard waste, lawn clippings and trimmings.

Blue cart for curbside recycling.



What Goes In ✓

Printed paper, cardboard, newspapers, magazines, plastic containers, tin containers, paper packaging for liquids, aluminum containers or foil and empty aerosol containers.

Sort it out at a recycling depot.



YOUR LOCAL DEPOTS

3RD AVENUE DEPOT & ALBERNI VALLEY LANDFILL
640 WARREN WAY, TOFINO

What is Accepted ✓

Curbside recycling materials, glass bottles and jars, flexible plastics, plastic bags, crinkly wrappers and bags, styrofoam, rigid foam packaging, paint, electronics, batteries, light bulbs, pesticides and flammable liquids, motor oil/containers/filters.



WHAT WOULDN'T GO IN THE CARTS?

What Stays Out ✗

- ✗ PLASTIC COMPOSTABLE BAGS
- ✗ PLASTIC SINGLE-USE CUTLERY
- ✗ ALUMINUM FOIL
- ✗ STICKERS ON PRODUCE
- ✗ PET FECEs
- ✗ INVASIVE WEEDS

① No liner or paper liner - liners are not required but should they be preferred, they can only be paper (ie: newspaper or paper bags).

Plastic bags - even those labeled compostable are not accepted in the organics cart.



OVERSIZED BRANCHES
Max. 2ft Long / 2" Diameter

What Stays Out ✗

- ✗ GLASS BOTTLES OR JARS
- ✗ PLASTIC STRAWS & SQUEEZE TUBES
- ✗ PLASTIC BAGS/WRAPPING & FOAM PACKAGING
- ✗ BOOKS
- ✗ HAZARDOUS WASTE
- ✗ PROPANE CYLINDERS

① Keep items loose - do not stack items inside one another. Rinse items and remove any tape, or other contaminants.



FLATTEN & BREAK DOWN
CARDBOARD



EXCESS / OVERFLOW
OR NOT IN CART

What is Not Accepted ✗

- ✗ BIODEGRADABLE/ COMPOSTABLE PACKAGING
- ✗ FLEXIBLE FOAM OR FOAM INSULATION
- ✗ FOAM PEANUTS & PACKING CHIPS
- ✗ DRINKING GLASSES, DISHWARE & CERAMICS

Types of Acceptable Plastics:

Flexible Plastic Packaging Includes:
Stand-up and zipper lock pouches, crinkly wrappers and bags, flexible packaging with seal, woven and net plastic bags, and non-food protective packaging (ie. bubble wrap).

Plastic Bags & Overwrap Includes:
Bags used for food packaging; outer bags for bathroom products, paper towels, toilet paper, tissues, cans flats; bags for water softeners, salt, wood pellets and garden products; overwrap on furniture and electronic equipment.



FREQUENTLY ASKED QUESTIONS

What if I already compost at home?

How will a decision be made about the new service?

Do we have to have all three collection services – or could we just have 1 or

Will there be an impact to Local Haulers?

Can I opt out of the service if it's implemented in our area?

What happens to the food and yard waste once it's collected?



SHARE YOUR OPINION + ENTER TO WIN!

Take the survey online at:
[LETSCONNECTACRD.CA/SORTNGO-ELECTORAL-AREAS](https://letsconnectacrd.ca/sortngo-electoral-areas)

Or pick up a hard copy:

ACRD office
3008 5th Ave, Port Alberni

Survey closes January 31.



Enter to win one of ten gift cards (or a yard of compost for the garden) by leaving your name, email or phone at the end of the survey (responses will remain anonymous).



STAY IN THE KNOW WITH SORT'NGO



sortngo@acrd.bc.ca

250-736-SORT (7678)

[LETSCONNECTACRD.CA/SORTNGO-ELECTORAL-AREAS](https://letsconnectacrd.ca/sortngo-electoral-areas)





REQUEST FOR DECISION

To: Alberni Valley and Bamfield Committee
From: Paulo Eichelberger, Solid Waste Manager
Meeting Date: February 24, 2022
Subject: VIU Landfill Monitoring Program

Recommendation:

THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors extend the VIU landfill gas monitoring program for 2022.

Background:

In 2021, the Alberni-Clayoquot Regional District (ACRD) entered an agreement with Vancouver Island University (VIU) to assess the concentrations of greenhouse gases, volatile organic compounds, and other air quality parameters as they vary over time and space at the Alberni Valley Landfill site. VIU's work included use of a mobile laboratory to measure emissions, surveys of the landfill site, installation of air quality and greenhouse gas sensors, and other activities to assess the seasonal variability of landfill gas emissions and air quality impacts.

The research shows methane emissions evident at several vents on the landfill site which variate over time, as well as volatile organic compounds (VOC's) more commonly seen with vehicle exhaust, fresh household waste and green waste.

VIU is presenting their draft report to the committee, summarizing the past year's efforts. As part of their report, VIU is recommending the location of several stationary low-cost sensors to continuously monitor for air contaminants and collect enough data to assess trends related to on-site operational changes. Additionally, the next phase of the VIU project is to monitor air quality near other industrial activities and in the surrounding community to inform best practices and protect environmental and human health.

Time Requirements – Staff & Elected Officials:

Some staff time will be required to administer the agreement with VIU; however, the bulk of the work will be conducted by VIU personnel.

Financial:

The costs for sensor installation as well as collection and evaluation of onsite data analysis by VIU will be 50% funded by the ACRD, at a cost of \$20,000, for 2022. This cost has been allocated in the 2022 draft Solid Waste budget.

Policy or Legislation:

The ACRD is responsible for operating and managing our landfills in compliance with our operating certificates, as set out in our adopted Solid Waste Management Plan and as required to meet the regulatory requirements established by the MoE including the Landfill Criteria for Municipal Solid Waste. Renewal negotiations for the Alberni Valley Landfill land tenure could result in additional monitoring, reporting or projects to address landfill gas impacts as required by the Ministry. Staff will continue to update the Board on this issue in the future.

Submitted by: 

Paulo Eichelberger, Solid Waste Manager

Reviewed by: 

Jenny Brunn, General Manager of Community Services

Reviewed by: *Wendy Thomson*

Wendy Thomson, General Manager of Administrative Services

Approved by: *Daniel Sailland*

Daniel Sailland, MBA, Chief Administrative Officer



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Services Committee
From: Brenda Sauvé, Environmental Services Coordinator
Meeting Date: February 24, 2022
Subject: Update on the Bamfield Free Tipping Fee Pilot Program

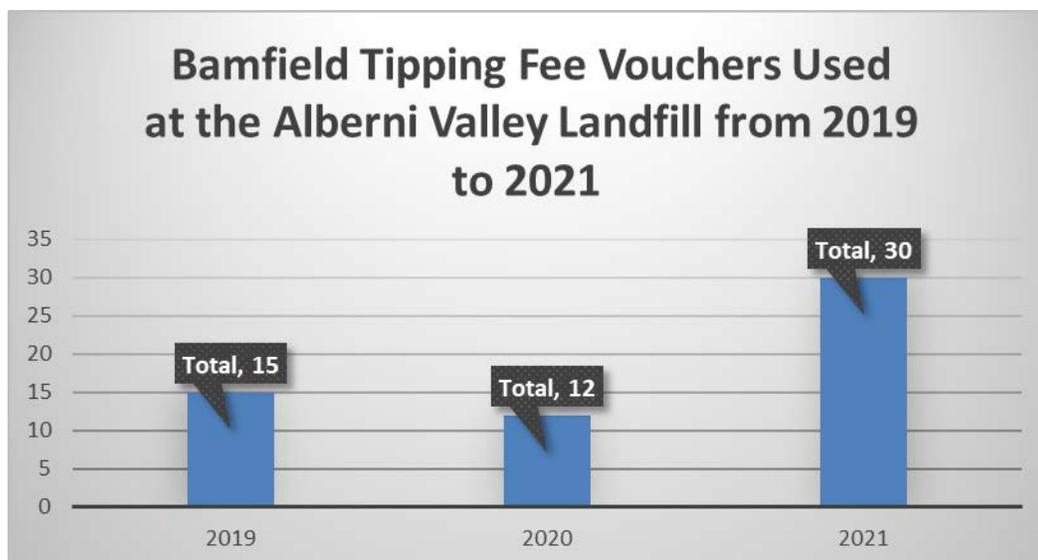
Recommendation:

THAT the Alberni Valley and Bamfield Services Committee make a recommendation to the Alberni-Clayoquot Regional District Board of Directors to extend the Bamfield Free Tipping Fee Pilot program for another two years.

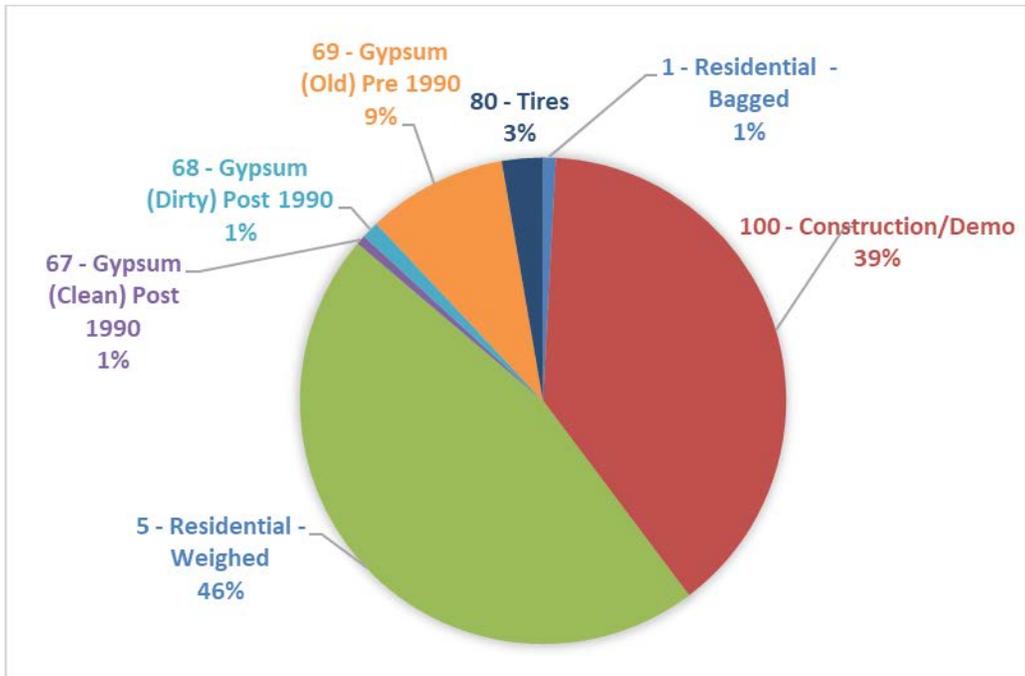
Summary:

On September 9th, 2021, the Board of Directors approved extension of the Bamfield Free Tipping Fee Pilot Program for Electoral Area "A" (Bamfield) to provide free landfill tipping fee vouchers to all households that could be used between October 1, 2019, and September 31, 2021. The objective was to reduce the costs to the ACRD to transport garbage by encouraging residents to bring their waste directly to the landfill and hopefully limit the amount of illegal dumping, backyard burning and dumping of big items at the Bamfield transfer station.

In this pilot, each property received another five (5) non-transferrable tipping fee vouchers (1,125 total for the community), for one free vehicle load of waste per voucher, for tipping waste at the Alberni Valley Landfill. Since the pilot began on October 1, 2019, a total of 2250 vouchers have been distributed to each homeowner in Bamfield. The details shown below include the number of vouchers used in each year and the total tonnage and type of material brought to the Alberni Valley Landfill.



Bamfield Tipping Fee Voucher				
Total Tonnes per Year by Material Type				
	2019	2020	2021	Grand Total
1 - Residential - Bagged	0	0	0.08	0.08
100 - Construction/Demo		1.13	2.59	3.72
5 - Residential - Weighed	1.31	0.83	2.3	4.44
67 - Gypsum (Clean) Post 1990	0.05		0.01	0.06
68 - Gypsum (Dirty) Post 1990			0.11	0.11
69 - Gypsum (Old) Pre 1990	0.89			0.89
80 - Tires		0.26		0.26
Grand Total	2.25	2.22	5.09	9.56



As shown above, the physical amount of vouchers used is quite small, but there has been a recent uptick in tonnage received from Bamfield through this pilot program. To that end, staff recommend that new vouchers be issued that are valid for a 2-year period and that the program be extended for two years, after which the program can be reassessed.

Time Requirements – Staff & Elected Officials:

Staff time will be required to issue new tipping fee vouchers for this year and communicate the extension of the program to the residents of Bamfield.

Financial:

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

Currently, the costs for operating the Bamfield Transfer Station include the contract for maintaining the site, costs associated with transporting waste to the Alberni Valley Landfill and the tipping fees for the waste. In 2021 the total cost for the Transfer station plus the costs for waste hauling through the Lady Rose from West Bamfield was \$117,000. In this pilot, individual residents do not pay tipping fees for any waste that they bring to the landfill, resulting in a loss of approximately \$1,150 in revenue over the past 3 years. However, direct hauling of waste by residents would have reduced transportation costs or illegal dumping clean-up costs that would normally be borne by the community.

The cost of vouchers, advertising, and staff time to coordinate and communicate to the public is incorporated in the 2022 Solid Waste Budget.

Strategic Plan Implications:

Strategy 3.2, Solid Waste Management Plan Implementation, applies as this pilot program serves to enhance recycling and diversion programs within the Alberni Valley.

Options Considered:

The committee may consider not extending the Bamfield Tipping Fee Voucher pilot program.

Submitted by: 
Brenda Sauvé, Environmental Services Coordinator

Reviewed by: 
Paulo Eichelberger, Solid Waste Manager

Reviewed by: 
Jenny Brunn, General Manager of Community Services

Reviewed by: 
Wendy Thomson, General Manager of Administrative Services

Approved by: 
Daniel Sailland, MBA, Chief Administrative Officer



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Services Committee
From: Jodie Frank – Organics Diversion Coordinator
Meeting Date: February 24, 2022
Subject: Alberni Valley Landfill Renaming

Recommendation:

THAT the Alberni Valley and Bamfield Services Committee endorse a community-based contest be held to rename the Alberni Valley Landfill; and further,

That a letter be compiled and sent to School District 70 to encourage participation of Alberni Valley schools in this contest.

Background:

During the October 27th, 2021 Board meeting, staff presented an update on the recent capital upgrades at the Alberni Valley Landfill (AVL) and recommended a renaming of the site as the Alberni Valley Waste Management Centre (AVWMC), following consultation with the nearby Tseshaht and Hupacasath First Nations. This consultation involved letter requests to both the Tseshaht and Hupacasath First Nations asking whether there were any concerns with the functional renaming of the site to reflect how the site manages waste. There were no concerns raised by either group.

After further consideration on the proposed name, Board members felt that “Waste Management Centre” was too similar to the name of a current industry waste company. This led to a discussion around running a contest to rename the site. This contest would target youth through the school system, which would provide a broader base for public engagement. To that end, the Board made the following resolution:

“THAT the request for decision for the renaming of the Alberni Valley Landfill be referred for consideration at the next Alberni Valley & Bamfield Services Committee.”

To enhance public engagement on this project, it is recommended that the contest be facilitated online, with an appropriate prize, such as a gift card. It is also recommended that the following outreach approach is considered:

- **Step 1: Invite Name Suggestions**
Engage stakeholder groups and schools in inviting suggestions for new names. Create a long list of suggestions for review.
- **Step 2: ACRD Review**
Staff and AVB Services Committee Directors review long-list and narrow to a short list that will be suitable to ACRD goals and standards.
- **Step 3: Public Vote**
Create and promote a survey with the community, asking them to vote on the shortlist. Most votes wins! Final selection is recommended by AVB Services Committee and confirmed by the ACRD directors.

Please see the attached draft communication plan for further info.

Time Requirements – Staff & Elected Officials:

Staff time will be required to compile and issue the letter to the school district.

Contest and communications activities will be run through Zinc Communications for a period of 10 weeks (February to April 2022).

Financial:

The 2022 SW Budget will include costs for the communications campaign as well as appropriate costs for a gift card as a reward for the contest winner.

Submitted by: 

Jodie Frank, Organics Diversion Coordinator

Reviewed by: 

Paulo Eichelberger, Solid Waste Manager

Reviewed by: 

Wendy Thomson, General Manager of Administrative Services

Approved by: 

Daniel Sailland, MBA, Chief Administrative Officer

Alberni-Clayoquot Regional District Alberni Valley Landfill Renaming February 2022

OVERVIEW

The Alberni Clayoquot Regional District (ACRD) is seeking to formally rename the Alberni Valley Landfill to reflect the multiple services offered at the location and the commitment by the ACRD to increase waste diversion rates.

OUTREACH GOALS

1. **INFORM** Alberni Valley residents about the ACRD’s waste diversion work and goals by updating the name of the landfill.
2. **CONSULT** with residents about possible new names to generate community awareness of the services available at the landfill site.

OUTREACH STEPS

- **Step 1: Invite Name Suggestions**
Engage stakeholder groups and schools in inviting suggestions for new names. Create a long list of suggestions for review.
- **Step 2: ACRD Review**
Staff and ACRD Directors review long-list and narrow to a short list that will be suitable to ACRD goals and standards.
- **Step 3: Public Vote**
Create and promote a survey with the community, asking them to vote on the shortlist. Most votes wins! Final selection is confirmed by ACRD directors.

COMMUNICATIONS ACTIVITIES

STEP 1 & 3: INVITE NAME SUGGESTIONS + VOTE	
MAIN COMMUNICATIONS ACTIVITIES	Create and promote online information hub
	Draft and distribute a press release
	Work with public education coordinator to promote naming exercise
	Create Submission Form (hard copy and online) + Shortlist ‘vote’ survey
	Social media posts for ACRD accounts
	Promote via print/radio ads

TIMELINE

The full process to complete this engagement is estimated to take 10 weeks.

- **Week 1-2:** Materials Prep, review, approval and posting
- **Week 3-5:** Collection of Name Suggestions
- **Week 6-7:** ACRD Staff Review
- **Week 7-8:** Prep for final selection survey
- **Week 9-10:** Final selection survey



REQUEST FOR DECISION

To: Alberni Valley & Bamfield Services Committee
From: Teri Fong, CPA, CGA, Chief Financial Officer
Meeting Date: February 24, 2022
Subject: 2022-2026 Draft Financial Plan – Alberni Valley & Bamfield Services

Recommendation:

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Aquatics Facility – proposed service budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Emergency Planning proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley & Bamfield Waste Management proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Airport proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Water - proposed service budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Custom Transit proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

THAT the Alberni Valley & Bamfield Services Committee recommend the Sproat Lake Marine Patrol proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

Desired Outcome:

To confirm support for Alberni Valley & Bamfield sub-regional services for inclusion in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.

Summary:

The 2022-2026 Draft Financial Plan was presented to the Committee of the Whole on February 16, 2022. Over the next four weeks there is a series of budget related meetings where we will discuss components of the draft plan prior to adoption of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw on March 23, 2022. This report is to further the discussion regarding the following services:

- Alberni Valley Aquatics Facility – proposed service
- Alberni Valley Emergency Planning
- Alberni Valley & Bamfield Waste Management
- Alberni Valley Regional Airport
- Alberni Valley Regional Water – proposed service
- Custom Transit
- Sproat Lake Marine Patrol

This report includes the budget sections and overview of the above services extracted from the overall 2022-2026 Draft Financial Plan presented to the Committee of the Whole on February 16th.

Time Requirements – Staff & Elected Officials:

Significant staff and director time is required each year to complete the financial planning process.

Financial:

The overall financial implications of the existing plan including the components discussed in this report can be found on the ACRD’s website using the following link: [2022-2026 Draft Financial Plan](#).

Strategic Plan Implications:

Numerous Strategic Plan targets are included in the work plans for these services. For a detailed listing of 2022 targets included in the Draft Financial Plan please refer to the 2021-2024 Strategic Plan section, pages 14-18, of the 2022-2026 Draft Financial Plan found in the link above.

Policy or Legislation:

The *Local Government Act* requires that the Regional District annually adopt a five-year financial plan by March 31st following a public consultation process.

Options Considered:

If the Committee wishes to amend any of these services prior to directing staff to incorporate them into the first reading of 2022-2026 ACRD Financial Plan Bylaw, then the following motion template is recommended:

That the Alberni Valley & Bamfield Services Committee amend the _____ service, to be included in the 2022-2026 Alberni-Clayoquot Regional District Financial Plan, as follows: _____.

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

Reviewed by: Wendy Thomson
Wendy Thomson, General Manager of Administrative Services

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer



Alberni Valley Aquatics Facility – Proposed Service

Budget Highlights

The Echo Aquatic Centre is very near the end of its service life. Stakeholders from the Alberni Valley including most of the elected officials have expressed their wish to cooperatively examine its replacement through conversations with the communities who benefit from this amenity. This budget will be used to engage the Alberni Valley communities to undertake an informed conversation to determine the future needs for an aquatic facility. This project did not proceed in 2021 as planned due to resource challenges.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$70,000	\$0	-\$70,000	-100.00%

There is no requisition limit on this service, however only the feasibility of the service can be investigated without an establishing bylaw.

Legislation

An establishing bylaw would be required if the Board decided to proceed with the implementation of this service.

Participants

Port Alberni, Electoral Areas B, D, E & F



Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
139 - AV Aquatics Facility - Proposed	Revenues	106 - Contracts with Other	(\$30,000)	(\$30,000)					
		126 - Surplus (Deficit) from Prior Years			(\$98,650)				
		127 - Tax Requisition	(\$70,000)	(\$70,000)					
		Total	(\$100,000)	(\$100,000)	(\$98,650)				
	Expenses	218 - Consultant Costs	\$1,350	\$100,000	\$78,650				
		247 - Labour & Benefits			\$20,000				
		Total	\$1,350	\$100,000	\$98,650				
	Total		(\$98,650)						



Alberni Valley Emergency Planning

Budget Highlights

The Protective Services Coordinator was hired in April 2021 allowing the expansion of services to include Level 1 Emergency Support Services (ESS) and cancel a pre-existing contract. The Board of Directors allocated \$42,600 of COVID-19 Restart Funds to finance a portion of the Protective Services Coordinator position for 2021 and 2022. The Alberni Valley Emergency Program has been in a rebuilding phase for the past year, focusing on building Emergency Operations Centre & ESS Supplies, while offering training and exercise opportunities for staff and emergency agencies. The Emergency Operations Centre was very active in 2021 supporting COVID-19, wildfires, heat, atmospheric rivers, and flooding events.

The priorities for 2022 include:

- Conducting a Hazard & Risk Vulnerability Assessment (All Regions).
- Update Alberni Valley Emergency Plan.
- Advancing Emergency Operation Center readiness by training staff and exercising with other community agencies.
- Continued implementation of the AV Emergency Support Services program.
- Redevelopment and delivery of Personal Preparedness education program.
- Development of an Evacuation Focused Brochure for AV.
- Implementation of the FireSmart program (pending grant funding).
- Alberni Valley Liaison group engagement.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$200,601	\$297,115	\$96,514	48.11%

There is no requisition limit on this service.



Overview

The Alberni Valley Emergency Program develops, maintains, and implements emergency plans and other preparedness, response and recovery measures for emergencies and disasters within the Alberni Valley.

Legislation

This service was established with Bylaw No. 788 in 1992.

Participants

Port Alberni, Electoral Areas B, D, E & F



Operating Budget

Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
043 - Emergency Planning- Alberni Valley	Revenues	101 - Appropriated Surplus from Prior Years	(\$42,600)	(\$42,600)	(\$28,600)				
		103 - Conditional Grant	(\$108,697)	(\$160,650)	(\$309,735)	(\$520)	(\$531)	(\$541)	(\$552)
		121 - Other Sources	(\$39,880)						
		126 - Surplus (Deficit) from Prior Years	(\$91,949)	(\$91,949)	(\$44,758)				
		127 - Tax Requisition	(\$200,600)	(\$200,601)	(\$297,115)	(\$347,430)	(\$355,447)	(\$363,656)	(\$397,358)
		130 - Unconditional Grant	(\$2,500)						
		Total	(\$486,227)	(\$495,800)	(\$680,208)	(\$347,950)	(\$355,978)	(\$364,197)	(\$397,910)
	Expenses	202 - Engagement	\$10,978	\$12,250	\$21,150	\$21,573	\$22,004	\$22,445	\$22,893
		218 - Consultant Costs	\$5,768	\$10,000	\$5,000	\$5,100	\$5,202	\$5,306	\$11,041
		227 - Emergency Planning Costs	\$47,590	\$11,600	\$11,000	\$11,220	\$11,444	\$11,673	\$10,283
		235 - Protective Services Expenses	\$10,715	\$35,000	\$14,600	\$14,892	\$15,190	\$15,494	\$38,643
		247 - Labour & Benefits	\$223,787	\$224,600	\$263,783	\$271,242	\$277,735	\$284,390	\$291,210
		250 - Legal Costs		\$2,000	\$1,500	\$1,530	\$1,561	\$1,592	\$1,624
		256 - Office Operations	\$10,973	\$7,400	\$10,250	\$10,455	\$10,664	\$10,877	\$10,067
		257 - Operating Costs	\$6,768	\$4,200	\$11,700	\$11,938	\$12,177	\$12,420	\$12,149
		260 - Project Expenses	\$96,292	\$160,150	\$341,225				
		Total	\$412,869	\$467,200	\$680,208	\$347,950	\$355,978	\$364,197	\$397,910
	Total		(\$73,358)	(\$28,600)					



Alberni Valley & Bamfield Waste Management

Budget Highlights

The overall cost of this service will continue to increase to meet the environmental standards and legislative requirements for landfill operations as well as meet the diversion targets of the Solid Waste Management Plan. This service is almost completely funded through tipping fees and charges, sales of recovered materials, and grant funding with a small tax requisition focused on recovering the costs to operate the Bamfield Transfer Station.

Organics Diversion – Phase 1 began in September 2021 with 3-stream curbside collection in the City of Port Alberni, coupled with upgrades at the Alberni Valley Landfill (AVL) to transfer organics for local processing, diverting 667 tonnes of organic material from the waste stream in 3.5 months. \$2.7M of the costs for program implementation were covered by Strategic Priorities Grant funding. Further organics diversion programs for the areas outside of the city boundaries are being investigated in 2022. The organics project continues to support the Board’s strategic direction in increasing waste diversion to 50% as well as extend the life of the landfill by decades.

Improved Recycling – The onset of 3-stream in 2021 saw increased recycling volumes captured at the curb in the City of Port Alberni. Diversion streams at the landfill increased by 20% and initial estimates show the overall diversion rate increasing from 23% in 2020 to approximately 25% in 2021. This focus on diversion will continue in 2022.

Bamfield Transfer Station – The cost of this service is partially offset by the revenue received from Huu-ay-aht First Nations and the Bamfield Marine Science Center. The cost directly associated with the Bamfield residents remains relatively unchanged. In 2022, minor infrastructure work will be conducted, including upgrades to the onsite power system and gate with a new operating contract awarded for transfer station operations.

Updated Design Operation and Closure Plan –required for the AVL, this DOCP provides long-term direction for how the landfill will be constructed and operated to meet environmental and legislative requirements until its closure. The new closure and post-closure funding requirements have been incorporated into the 2022-2026 Financial Plan.

Environmental Monitoring and Mitigation Improvements – Two projects are slated for this site to improve the monitoring and mitigation program:

1. A passive landfill gas flare system is being installed to mitigate methane emissions from the breakdown of waste in the landfill. This project was begun late in 2021 and is expected to be completed by quarter 2 (Q2) of 2022.
2. Three additional groundwater monitoring wells will be installed near the northeastern perimeter of the landfill.



McCoy Lake Pump Station Upgrade – The pump station, purchased from the City of Port Alberni, will take the place of the existing, outdated system and be installed during Q2 2022. This station provides water to the landfill for irrigation and fire suppression needs. The costs for this work have been captured in the capital budget.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$146,400	\$146,000	-\$400	-0.27%

The tax limit of Alberni Valley & Bamfield Waste Management is \$0.50 per \$1,000 of assessed value. For 2022 the estimated requisition maximum is \$3,735,078.

Overview

The purpose of this service is to fund operations including the Alberni Valley Landfill, 3rd Avenue Recycling Depot, and Bamfield Transfer Station as well as the collection services for Alberni Valley curbside recycling collection and Bamfield waste and recycling hauling. This service also funds general solid waste management activities including: planning, regulatory compliance, diversion initiatives, and reporting requirements. This service receives revenues from tipping fees, Recycle BC revenues and from the sale of recovered resources (eg. Scrap metal).

Legislation

This service was established through Letters Patent under section 766 of the Municipal Act in 1973.

Participants

Port Alberni, Electoral Areas A, B, D, E & F



Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
060 - Alberni Valley Landfill	Revenues	103 - Conditional Grant	(\$2,847,578)	(\$2,691,100)	(\$1,020)	(\$1,040)	(\$1,061)	(\$1,082)	(\$1,104)
		121 - Other Sources	(\$168,724)	(\$130,000)	(\$90,300)	(\$142,106)	(\$193,948)	(\$195,827)	(\$197,744)
		124 - Fees & Charges	(\$3,050,379)	(\$2,580,000)	(\$2,681,970)	(\$2,787,609)	(\$2,893,362)	(\$2,999,229)	(\$3,059,213)
		126 - Surplus (Deficit) from Prior Years	(\$466,900)	(\$466,900)	(\$397,572)				
		127 - Tax Requisition	(\$146,400)	(\$146,400)	(\$146,000)	(\$146,000)	(\$146,000)	(\$146,000)	(\$146,000)
		Total	(\$6,679,982)	(\$6,014,400)	(\$3,316,862)	(\$3,076,756)	(\$3,234,371)	(\$3,342,138)	(\$3,404,061)
	Expenses	202 - Engagement	\$16,965	\$41,000	\$54,400	\$55,488	\$56,598	\$57,730	\$58,884
		215 - Closure & Post Closure Fund Contribution	\$120,000	\$120,000	\$167,640	\$169,148	\$170,670	\$172,207	\$173,757
		218 - Consultant Costs	\$69,559	\$96,000	\$52,600	\$43,452	\$44,321	\$45,207	\$66,112
		220 - Contribution to Capital Fund	\$1,422,602	\$1,326,800	\$401,163	\$97,557	\$182,822	\$235,622	\$220,815
		247 - Labour & Benefits	\$367,042	\$394,100	\$430,077	\$442,458	\$453,137	\$464,083	\$475,474
		250 - Legal Costs	\$4,924	\$5,000	\$5,100	\$5,202	\$5,306	\$5,412	\$5,520
		256 - Office Operations	\$3,601	\$16,000	\$18,220	\$13,363	\$13,630	\$13,903	\$14,310
		257 - Operating Costs	\$2,057,382	\$2,082,700	\$2,065,122	\$2,187,401	\$2,214,846	\$2,253,573	\$2,293,420
		259 - Professional Fees		\$10,000	\$10,200	\$20,000	\$50,000	\$51,000	\$52,000
		260 - Project Expenses	\$2,212,915	\$1,921,800	\$112,340	\$42,687	\$43,041	\$43,401	\$43,769
		266 - Repairs & Maintenance	\$7,420	\$1,000					
		Total	\$6,282,410	\$6,014,400	\$3,316,862	\$3,076,756	\$3,234,371	\$3,342,138	\$3,404,061
		Total			(\$397,572)				



CAPITAL FUND	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Balance, beginning of year	\$ 5,284,268	\$ 5,284,268	\$ 5,787,084	\$ 5,132,047	\$ 2,558,304	\$ 1,661,926	\$ 907,148
Contribution from operating fund	600,000	600,000	401,163	97,557	182,822	235,622	220,815
Grants & other contributions	790,773	726,800	-	-	-	-	-
Interest earnings	31,828	36,100	40,800	28,700	15,800	9,600	3,900
<i>Less - capital expenditures</i>							
Filling plan capital work	-	200,000	200,000	1,000,000	1,000,000	1,000,000	1,000,000
Hydro pole replacements	-	-	-	400,000	-	-	-
Interception well by equalization pond	85,970	50,000	-	-	-	-	-
Landfill gas management	5,500	62,000	72,000	-	-	-	-
McCoy lake water pumphouse upgrade	10,175	100,000	35,000	-	-	-	-
Monitoring & observation well drilling	-	20,000	100,000	-	-	-	-
Organics diversion project	791,460	726,800	-	1,200,000	75,000	-	-
Recycling depot - 3620 3rd avenue	3,405	35,000	50,000	100,000	20,000	-	-
Recycle bailer	-	-	200,000	-	-	-	-
Site security & sustainable development	-	250,000	250,000	-	-	-	-
Site signage improvement/standardization	-	20,000	-	-	-	-	-
Transfer station upgrades	-	20,000	145,000	-	-	-	-
Vehicle purchase (split with WCLF)	-	31,500	45,000	-	-	-	-
Weather station installation	23,275	20,000	-	-	-	-	-
Total capital expenditures	919,785	1,535,300	1,097,000	2,700,000	1,095,000	1,000,000	1,000,000
BALANCE, END OF YEAR	\$ 5,787,084	\$ 5,111,868	\$ 5,132,047	\$ 2,558,304	\$ 1,661,926	\$ 907,148	\$ 131,863
ALBERNI VALLEY & BAMFIELD WASTE MANAGE							
CLOSURE & POST CLOSURE FUND	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Balance, beginning of year	\$ 2,470,525	\$ 2,470,524	\$ 2,606,333	\$ 2,794,173	\$ 2,984,921	\$ 3,178,591	\$ 3,375,298
Contribution from operating fund	120,000	120,000	167,640	169,148	170,670	172,207	173,757
Interest earnings	15,808	19,000	20,200	21,600	23,000	24,500	26,000
Less - closure costs	-	-	-	-	-	-	-
BALANCE, END OF YEAR	\$ 2,606,333	\$ 2,609,524	\$ 2,794,173	\$ 2,984,921	\$ 3,178,591	\$ 3,375,298	\$ 3,575,055



Alberni Valley Regional Airport

Budget Highlights

Tax requisition remains stable for this service. The Alberni Valley Regional Airport (AVRA) received \$180,000 in Provincial COVID relief funding in 2021 which has offset operating costs and resulted in a surplus in 2022.

Key Projects to be undertaken in 2022:

- Establish an equipment shelter to protect maintenance assets.
- Complete Obstacle Limitation Surface clearing once the Ministry of Forests, Lands, Natural Resources Operations and Rural Development cut permits are issued.
- Certify AVRA Automated Weather Observing System to improve GPS approach limits.
- Investigate land use parameters and develop a business case for expanding airside lease lots.

AVRA Advisory Committee – in 2021, the Committee agreed to a strategic improvement plan and long-term vision for the airport. Land use conflicts with the Provincial crown grant still exist, restricting growth potential.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$671,760	\$672,000	\$240	0.04%

The tax limit of Alberni Valley Regional Airport is \$0.1483 per \$1,000 of assessed value. For 2022 the estimated requisition maximum is \$1,070,467.

Overview

The Purpose of the service is to operate and maintain the Registered Aerodrome, CBS8, to the Canadian Aviation Regulations. The recent major capital was completed in 2021. The project has included runway widening and extension, upgraded lighting and a GPS approach system that will allow for expanded operations and improved access for high performance aircraft.



Legislation

This service was established with Bylaw No. 791 in 1992 and amended with Bylaw No. 791-2 in 2015.

Participants

Port Alberni, Electoral Areas B, D, E & F, Uchucklesaht

Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	
058 - Alberni Valley Regional Airport	Revenues	103 - Conditional Grant	(\$138,838)	(\$188,000)	(\$54,737)					
		120 - MFA Reserve Fund Income	(\$1,095)							
		121 - Other Sources	(\$60,558)	(\$45,000)	(\$63,000)	(\$58,140)	(\$59,303)	(\$60,489)	(\$61,699)	
		124 - Fees & Charges	(\$97,279)	(\$80,000)	(\$80,000)	(\$80,000)	(\$80,000)	(\$80,000)	(\$80,000)	
		126 - Surplus (Deficit) from Prior Years	(\$80,240)	(\$80,240)	(\$259,533)					
		127 - Tax Requisition	(\$671,760)	(\$671,760)	(\$672,000)	(\$679,730)	(\$686,527)	(\$693,393)	(\$700,326)	
		Total	(\$1,049,769)	(\$1,065,000)	(\$1,129,271)	(\$817,870)	(\$825,830)	(\$833,881)	(\$842,025)	
	Expenses	202 - Engagement	\$227							
		216 - Committee Expenses	\$9,000	\$15,000	\$5,000	\$5,100	\$5,202	\$5,306	\$5,412	
		218 - Consultant Costs	\$16,643	\$15,000	\$25,000	\$10,000	\$10,000	\$10,000	\$10,000	
		220 - Contribution to Capital Fund	\$226,001	\$403,800	\$433,409	\$172,515	\$186,365	\$190,210	\$178,471	
		245 - Insurance	\$4,022	\$3,600	\$4,100	\$4,182	\$4,266	\$4,351	\$4,438	
		247 - Labour & Benefits	\$90,825	\$111,100	\$117,641	\$120,971	\$123,893	\$126,888	\$129,959	
		250 - Legal Costs	\$4,824	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
		256 - Office Operations	\$7,140							
		257 - Operating Costs	\$110,505	\$124,500	\$126,120	\$127,002	\$127,902	\$128,820	\$129,973	
		266 - Repairs & Maintenance	\$5,934	\$71,000	\$97,000	\$57,100	\$47,202	\$47,306	\$62,772	
		281 - Debt Repayment - Interest	\$189,000	\$189,500	\$189,500	\$189,500	\$189,500	\$189,500	\$189,500	
		282 - Debt Repayment - Principal	\$126,116	\$126,500	\$126,500	\$126,500	\$126,500	\$126,500	\$126,500	
		Total	\$790,236	\$1,065,000	\$1,129,271	\$817,870	\$825,830	\$833,881	\$842,025	
		Total		(\$259,533)						



ALBERNI VALLEY REGIONAL AIRPORT	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
CAPITAL FUND							
Balance, beginning of year	\$ 305,882	\$ 305,882	\$ 530,682	\$ 369,091	\$ 401,606	\$ 587,972	\$ 778,181
Contribution from operating fund	223,800	223,800	433,409	172,515	186,365	190,210	178,471
Grants and other contributions		-	-	-	-	-	-
Community Works Fund transfer		-	-	-	-	-	-
Interest earnings	2,200	-	-	-	-	-	-
<i>Less - capital expenditures</i>							
Equipment shelter	-	8,000	400,000	-	-	-	-
Fencing & access	-	20,000	-	140,000	-	-	-
Fuel system replacement	-	-	-	-	-	-	58,000
Gates required for clearing OLS	-	12,000	12,000	-	-	-	-
Instrument approach design and clearing	1,200	153,307	150,000	-	-	-	-
Plow truck - purchase used	-	5,000	5,000	-	-	-	-
Septic tank refurbishment	-	-	28,000	-	-	-	-
Water treatment system	-	5,600	-	-	-	-	-
Total capital expenditures	1,200	203,907	595,000	140,000	-	-	58,000
BALANCE, END OF YEAR	\$ 530,682	\$ 325,775	\$ 369,091	\$ 401,606	\$ 587,972	\$ 778,181	\$ 898,652



Alberni Valley Regional Water - Proposed

Budget Highlights

This project has not been identified as a strategic priority in 2020 and therefore no activity is planned for this proposed service in 2022.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$0	\$0	\$0	0.00%

There is no requisition limit on this service, however only the feasibility of the service can be investigated without an establishing bylaw.

Overview

The Alberni Valley Regional Water proposed service is in the initial investigation stage of examining the possibility of developing a water supply from Sproat Lake to receive a filtration deferral from Island Health. The supply would potentially provide water to the City of Port Alberni, Beaver Creek and Cherry Creek. McElhanney Engineering completed a report in 2017 regarding the terms of reference for developing the concept and costing. Apart from some discussions with Catalyst regarding the utilization of their works to transfer water from the lake to a treatment facility this investigation has been inactive since that time.

Legislation

An establishing bylaw would be required if the Board decided to proceed with the implementation of this service.

Participants

Port Alberni, Electoral Areas E & F



Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
122 - AV Regional Water - Proposed	Revenues	126 - Surplus (Deficit) from Prior Years	(\$6,000)	(\$6,000)	(\$6,000)				
		Total	(\$6,000)	(\$6,000)	(\$6,000)				
	Expenses	247 - Labour & Benefits		\$6,000	\$6,000				
		Total		\$6,000	\$6,000				
	Total		(\$6,000)						



Custom Transit

Budget Highlights

The Safe Restart Program, which provides funding to support transit systems throughout BC during COVID, will continue until March 31, 2022. This has off-set some of the lost passenger revenues in 2021. The ACRD also realized savings in 2021 from the budgeted use of shared operating reserves as BC Transit has moved from billing the ACRD budgeted amounts to actual amounts.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$198,411	\$173,082	-\$25,330	-12.77%

There is no requisition limit on this service.

Overview

The purpose of this service is to provide funding for the delivery of a custom transit (handyDART) service within the Alberni Valley. This is a door-to-door transportation service for eligible clients.

Legislation

Supplementary Letters Patent Division XXI – Urban Transit dated July 28, 1982 provides the authority for this service.

Participants

Port Alberni, Electoral Areas B, D, E & F



Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
050 - Custom Transit	Revenues	103 - Conditional Grant	(\$295,836)	(\$357,000)	(\$357,000)	(\$367,720)	(\$378,742)	(\$390,093)	(\$401,785)
		124 - Fees & Charges	(\$18,780)	(\$16,000)	(\$15,500)	(\$15,965)	(\$16,444)	(\$16,937)	(\$17,445)
		126 - Surplus (Deficit) from Prior Years	(\$105,846)	(\$105,846)	(\$80,389)				
		127 - Tax Requisition	(\$198,411)	(\$198,411)	(\$173,082)	(\$186,886)	(\$268,836)	(\$276,861)	(\$285,126)
		135 - Transfer from Stabilization Reserve				(\$74,157)			
		Total	(\$618,873)	(\$677,257)	(\$625,971)	(\$644,729)	(\$664,021)	(\$683,891)	(\$704,356)
	Expenses	247 - Labour & Benefits	\$2,386	\$3,700	\$7,971	\$8,189	\$8,385	\$8,586	\$8,792
		257 - Operating Costs	\$462,541	\$600,000	\$618,000	\$636,540	\$655,636	\$675,305	\$695,564
		290 - Contribution to Stabilization Reserve	\$73,557	\$73,557					
		Total	\$538,484	\$677,257	\$625,971	\$644,729	\$664,021	\$683,891	\$704,356
		Total	(\$80,389)						

ALBERNI VALLEY CUSTOM TRANSIT	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
STABILIZATION RESERVE							
Balance, beginning of year	\$ -	\$ -	\$ 73,557	\$ 74,157	\$ 300	\$ 300	\$ 300
Contribution from operating budget	73,557	73,557	-	-	-	-	-
Interest earnings	-	300	600	300	-	-	-
Transfer to operating budget	-	-	-	74,157	-	-	-
BALANCE, END OF YEAR	\$ 73,557	\$ 73,857	\$ 74,157	\$ 300	\$ 300	\$ 300	\$ 300



Sproat Lake Marine Patrol

Budget Highlights

The overall tax requisition is stable reflecting maintaining established Levels of service, and sustainable service delivery. Other highlights include:

- 2022 is the final year under the current agreement for Transport Canada's Boating Safety Contribution Grant Program which provides 75% funding for costs incurred for the delivery of education and outreach to schools and the public.
- *Patrol Boat* - Anticipated repairs and eventual replacement of the patrol boat is being budgeted for.

Financial Summary

2021 Requisition	2022 Requisition	Change \$	Change %
\$37,000	\$37,222	\$222	0.60%

The requisition limit for this service is \$0.0101 per \$1,000 of assessed value. The estimated requisition maximum for 2022 is \$72,932.

Overview

The purpose of this service is to provide boating safety awareness through community outreach as well as throughout the summer via a staff kiosk at the Sproat Lake Provincial Park Boat Launch. The summer students who operate this service also provide regular boat patrols around lake providing beach clean-up, conduct water samples, and provide general assistance.

Legislation

This service was established with Bylaw No. E1057 in 2014.

Participants

Port Alberni, Uchucklesaht, Electoral Areas B, D, E & F



Service	Account Type	GLCategory	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
076 - Sproat Lake Marine Patrol	Revenues	103 - Conditional Grant	(\$26,657)	(\$26,350)	(\$26,350)				
		121 - Other Sources	(\$191)						
		126 - Surplus (Deficit) from Prior Years	(\$40,712)	(\$40,712)	(\$25,039)				
		127 - Tax Requisition	(\$37,000)	(\$37,000)	(\$37,222)	(\$68,471)	(\$69,863)	(\$71,286)	(\$72,742)
		Total	(\$104,561)	(\$104,062)	(\$88,611)	(\$68,471)	(\$69,863)	(\$71,286)	(\$72,742)
	Expenses	218 - Consultant Costs	\$4,300	\$10,000					
		220 - Contribution to Capital Fund	\$20,953	\$20,762	\$15,000				
		247 - Labour & Benefits	\$44,676	\$38,300	\$56,311	\$57,505	\$58,726	\$59,974	\$61,248
		257 - Operating Costs	\$9,592	\$35,000	\$17,300	\$10,966	\$11,137	\$11,313	\$11,493
		Total	\$79,522	\$104,062	\$88,611	\$68,471	\$69,863	\$71,286	\$72,742
	Total		(\$25,039)						

CAPITAL FUND	2021 Actual	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Balance, beginning of year	\$ 28,079	\$ 28,079	\$ 49,033	\$ 44,033	\$ 44,333	\$ 44,633	\$ 24,933
Contribution from operating fund	20,762	20,762	15,000	-	-	-	-
Interest earnings	192	-	-	300	300	300	200
<i>Less - capital expenditures</i>							
Patrol boat upgrades	-	20,000	20,000	-	-	20,000	-
Boat cover	-	-	-	-	-	-	-
Total capital expenditures	-	20,000	20,000	-	-	20,000	-
BALANCE, END OF YEAR	\$ 49,033	\$ 28,841	\$ 44,033	\$ 44,333	\$ 44,633	\$ 24,933	\$ 25,133



REPORT FOR INFORMATION

To: Alberni Valley and Bamfield Services Committee
From: Jodie Frank, Organics Coordinator
Meeting Date: February 24, 2022
Subject: City of Port Alberni- Sort'nGo Three-Stream Waste Collection Service Update

Desired Outcome:

The purpose of this report is to provide the Alberni Valley and Bamfield Services Committee with an update on the City of Port Alberni's Sort'nGo 3-stream automatic cart collection program.

Summary:

In September 2021, the Alberni Clayoquot Regional District (ACRD) and the City of Port Alberni (CPA) implemented a curbside three-stream (recycling, organics, and garbage) collection system to all single-family households within the city limit boundaries of Port Alberni. This service change was part of the first phase of the Regional Organics Diversion Project and included the introduction of organics collection and a transition to fully automated cart collection.

The recent implementation of the Sort'nGo three-stream has demonstrated successful results and already achieved an increase of waste diverted from the landfill. The previous waste diversion rate for the City of Port Alberni curbside program has increased from 20% to 60% over the first 5 months of the program with over 690 tonnes of organic waste diverted from the landfill. On average, residents residing within the City of Port Alberni are diverting 15% recyclables and 42% organics at the curbside. Statistics from September to January 2021 show that recycling volumes have increased from 12% to 15% while garbage disposal has decreased from 88% to 42%.

Background:

Funding to support the expanded waste services, including upgrades to the landfill to accommodate new operations, was provided through a \$6-million Strategic Priorities Grant. The ACRD's Regional Organics Implementation Project is broken into the following phases:

- Phase 1: City of Port Alberni (September 2021)
- Phase 2: West Coast (Fall 2022)
- Phase 3: Alberni Valley Electoral Areas, Bamfield, First Nations and surrounding communities (2023)

During the initial planning stages of the project, the ACRD and CPA staff initiated an organics working group that included regular meetings to vet decisions around the various policy and operational components of the service. To-date these meetings still occur monthly and provide opportunities to discuss and review the progress and make any required adjustments or improvements to the program.

Engagement

The ACRD, in consultation with the CPA and with the support of Zinc Communications Strategies, developed the public engagement strategy that focused on three phases; pre-implementation, implementation, and post implementation. The strategy included communication tools and program materials that were developed to support the changes to the City's waste services. Each phase of the strategy included promotion, education, and outreach tools designed to set residents up for success with the introduction and use of organics diversion and automated cart collection. Websites, videos, key messages, and FAQs were developed among many other tools to support, educate, and help staff monitor

the expanded waste service.

After implementation of the service, ongoing tactics, such as residential waste audits and cart tagging programs, continue to assist with identifying common contamination issues and provide diversion data that contribute to ongoing educational campaigns targeted at residents and the continued improvements of the service. Key findings from these tactics continue to be communicated to residents of the CPA through social media, AV News articles, Radio ads and other media outlets.

Ongoing Operations

Effective September 13th, 2021, the CPA took over the curbside recycling collection contract within City boundaries from the ACRD with the onset of the three-stream program¹. As part of the transition to three-stream automatic waste collection, the City uses collection trucks with two compartments to complete the collection of organics (weekly), recycling (bi-weekly) and garbage (bi-weekly). Compared to the previous program where different service providers collected recyclables and garbage weekly, this consolidation of collection services has streamlined information collection, tracking issues and feedback that provide education opportunities from a holistic perspective. The CPA has now fully transitioned to the three-stream automatic cart collection and continues to provide service to approximately 6,700 single family households. The transition to fully-automated collection has provided numerous benefits including, improved waste diversion, reduced neighborhood litter, dry recyclable material, customer service improvements due to use of the collection carts, enhanced community aesthetics, and some efficiencies including the upgrade of the transfer station at the landfill to consolidate materials.

Collection Trucks

Each truck has been outfitted with an on-board computer system called Innovatrak with picture grabbing capabilities that works in concert with the RFID tags on the carts to collect information. The software has helped CPA clerks identify and track property-specific contamination issues and confirm missed collection inquiries. This software has been working well and has been a helpful tool that provides an important educational component to the service. The CPA continues to make improvements operationally based on functions of the software where applicable.

There have been some operational collection challenges:

- Lack of collection fleet vehicles in the event of breakdowns – all 3 trucks are being utilized (including the spare) for regular service to assist with off-setting the time and material volume increases
- Increase in truck maintenance to meet the demands of the expansion of waste collection services

Carts

The default cart sizes for waste collection are 120 L for Garbage, 240 L for Recycling and 240L for organics with wildlife proof mechanisms included as a specification requirement. The new standardized carts were intended to be one uniform size for all single-family homes in Port Alberni. The size selection was based on waste audits done in the community and ensuring enough room for the average home's recycling (since all materials need to fit inside the cart). Organics cart sizes were selected based on the same audits, which found that 30-50 per cent of what was thrown in the garbage was organic waste, along with estimates for yard waste volumes collected in other community collection programs.

Since implementation of the Sort'nGo waste service, the CPA has received feedback regarding the size of the 240L organics cart. As a result, the CPA and ACRD have explored options to accommodate requests for a smaller organics cart sizes. The smaller 120 L cart option was originally ordered to accommodate Strata properties with significantly smaller yard spaces, however further consideration has extended the criteria to include individuals requiring alternative options because of mobility issues or for elderly seniors living on their own.

Unfortunately, COVID limitations and international supply chain issues has delayed the shipment of smaller 120L carts. The CPA has initiated a waitlist and will distribute the smaller cart options once they have arrived, however this option is limited and will only be distributed if the criteria above is met and a smaller option is deemed necessary by CPA representatives.

¹The ACRD continues to manually collect recyclables at curbside from the Beaver Creek Electoral Area, Tsheshaht First Nation and Hupacasath First Nation communities.

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

Contamination

Feedback from the organics processor, Earth, Land and Sea, has reported organics contamination on average, from September to December was around 5%. Higher contamination amounts increased following the Christmas and holiday period. This is a typical trend across municipal programs across all waste streams due to increased amounts of discarded gift wrapping and other waste materials placed into the wrong carts.

Contamination continues to be managed using both the fleet software and camera footage to capture contamination. This information is relayed back to the CPA Public Work Clerks and notices are distributed to residential properties. This process provides information and education to the resident regarding incorrect items placed in carts and corrective actions.

Education

The ACRD Education Coordinator is an important component to waste education and reduction with ongoing info booths, presentations to community groups and schools. This position will also conduct site visits to residential properties where repeat contamination has been identified.

Next Steps:

The ACRD will continue to provide project management and communications support for the project with the intention of transitioning the ongoing project management over to the CPA as of May 2023. As a key function of the ACRD, solid waste education services will continue to be provided by the ACRD throughout the region including within CPA boundaries which will require continued collaboration with CPA staff to maximize effectiveness. ACRD will also continue to provide consolidation and transport of the CPA recyclable material to the designated receiving facility in Parksville. Staff will continue to monitor in the coming months and report back on waste diversion rates, trends in contamination levels, customer feedback, and further optimization of the new program.



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