



## Board of Directors Meeting Wednesday, March 9, 2022

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC  
1:30 pm

### Regular Agenda

Watch the meeting live at [www.acrd.bc.ca/events/9-3-2022/](http://www.acrd.bc.ca/events/9-3-2022/)

Register to participate via Zoom Webinar at:

[https://portalberni.zoom.us/webinar/register/WN\\_wNjA3dORjGGTpV1C07Sqw](https://portalberni.zoom.us/webinar/register/WN_wNjA3dORjGGTpV1C07Sqw)

	<b>PAGE #</b>
<b>1. <u>CALL TO ORDER</u></b>	
<b>Recognition of Territories.</b>	
Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.	
Introductions - Board Members and Staff present in the Boardroom.	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>(motion to approve, including late items required ALL VOTE 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b>	
<i>(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Community Charter)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
(ALL/UNWEIGHTED)	
a. <b>Committee of the Whole Meeting – February 23, 2022</b>	<b>10-14</b>
<i>THAT the minutes of the Committee of the Whole meeting held on February 23, 2022, be adopted.</i>	
b. <b>Board of Directors Meeting – February 23, 2022</b>	<b>15-22</b>
<i>THAT the minutes of the Board of Directors meeting held on February 23, 2022, be adopted.</i>	

- c. **Alberni Valley & Bamfield Services Committee Meeting – February 24, 2022** **23-29**

*THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on February 24, 2022, be adopted.*

- d. **Electoral Area Directors Committee Meeting – February 24, 2022** **30-32**

*THAT the minutes of the Electoral Area Directors Committee meeting held on February 24, 2022, be adopted.*

- e. **Parcel Tax Review Panel Committee Meeting – February 28, 2022** **33-34**

*THAT the minutes of the Parcel Tax Review Panel Committee meeting held on February 28, 2022, be adopted.*

- f. **West Coast Committee Meeting – March 2, 2022** **35-40**

*THAT the minutes of the West Coast Committee meeting held on March 2, 2022, be adopted.*

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

- a. **Vanessa Howard, Calian Emergency Management Representative and Project Advisor presenting the ACRD Evacuation Route Plan project.**

The Evacuation Route Plan and Evacuation Zones have been uploaded separately to the [ACRD webpage](#). Click on the links below to open the individual documents:

- [Alberni Valley Evacuation Route Plan](#)
- [Hupacasath FN Evacuation Zones](#)
- [Tseshaht FN Evacuation Zones](#)
- [City of Port Alberni Evacuation Zones](#)
- [Beaufort Evacuation Zones](#)
- [Sproat Lake Evacuation Zones](#)
- [Beaver Creek Evacuation Zones](#)
- [Cherry Creek Evacuation Zones](#)

- b. **Dr. Lisa Domae, President and CEO, Diane Naugler, Director, Future Students & Community Engagement and Marisa Bennett, Manager, Indigenous and Regional Partnerships, North Island College (NIC) regarding NIC in the Alberni-Clayoquot Regional District - Working together to build healthy and resilient communities.**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

(ALL/UNWEIGHTED)

- |    |  |              |
|----|--|--------------|
| a. | <b>KPMG LLP</b><br>Audit Planning Letter   | <b>41-53</b> |
| b. | <b>ISLAND COASTAL ECONOMIC TRUST</b><br>West Coast Multi-Use Pathway Project                       | <b>54-55</b> |
| c. | <b>ISLAND COASTAL ECONOMIC TRUST</b><br>Supporting Business Owners during Uncertain Times          | <b>56-59</b> |
| d. | <b>ISLAND COASTAL ECONOMIC TRUST</b><br>Ganges Village Mural Tour Project to Boost Visitor Traffic | <b>60-62</b> |
| e. | <b>TOWN OF OLIVER</b><br>BC Wildfires Petition – Letter of Support                                 | <b>63-66</b> |
| f. | <b>CITY OF MAPLE RIDGE</b><br>Vaccine Restrictions   | <b>67</b>    |

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- |    |  |              |
|----|--|--------------|
| a. | <b>REQUEST FOR DECISION</b><br>Alberni Valley Evacuation Route Plan<br>(PARTICIPANTS/WEIGHTED) | <b>68-69</b> |
|----|--|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni Valley Evacuation Route Plan.*

- |    |   |              |
|----|---|--------------|
| b. | <b>REQUEST FOR DECISION</b><br>Board Remuneration & Review Committee 2022<br>(ALL/UNWEIGHTED) | <b>70-79</b> |
|----|---|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors re-confirm the Board Remuneration Review Policy as presented and instruct staff to commence the process to appoint members to the 2022 Board Remuneration Review Committee, including putting out a call for submissions for a member at large to sit as a volunteer on the 2022 Committee.*

- |    |  |              |
|----|--|--------------|
| c. | <b>REQUEST FOR DECISION</b><br>2022 Federation of Canadian Municipalities Convention, June 2-5, 2022<br>(ALL/UNWEIGHTED) | <b>80-82</b> |
|----|--|--------------|

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize up to four Directors to attend the virtual Federation of Canadian Municipalities Conference and Trade Show, June 2 – 5, 2022.*

- d. **REQUEST FOR DECISION**  
CYAZ Long Beach Airport Terminal Building Development Plan  
(PARTICIPANTS/WEIGHTED)

**83-86**

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Airport Terminal Building Development Plan for the Long Beach Airport.*

- e. **REQUEST FOR DECISION**  
Bamfield Free Tipping Fee Pilot Program  
(ALL/UNWEIGHTED)

**87-90**

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the Bamfield Free Tipping Fee Pilot program for another two years.*

- f. **REQUEST FOR DECISION**  
Alberni Valley Electoral Areas - Roadside Three-Stream Waste Services  
(PARTICIPANTS/WEIGHTED)

**91-118**

*THAT the Alberni-Clayoquot Regional District Board of Directors do 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.*

- g. **REQUEST FOR DECISION**  
VIU Landfill Monitoring Program  
(ALL/UNWEIGHTED)

**119-121**

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the VIU landfill gas monitoring program for 2022.*

- h. **REQUEST FOR DECISION**  
First Reading of Bylaw F1155, 2022-2026 Financial Plan  
(ALL/WEIGHTED) (Schedule A uploaded separately to website)

**122-124**

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw F1155, 2022 to 2026 Alberni-Clayoquot Regional District Financial Plan".*

- i. **REQUEST FOR DECISION**  
Lot 1, Plan VIP82917, District Lot 134, Alberni Land District (9598  
Lakeshore Road)  
(ALL/UNWEIGHTED)

**125-126**

*THAT the Alberni-Clayoquot Regional District Board of Directors resolve to direct the Regional District Corporate Officer to register a Notice on Title to LOT*

1, PLAN VIP82917, DISTRICT LOT 134, ALBERNI DISTRICT, 9598 Lakeshore Road  
as per Section 57 of the Community Charter.

9. **PLANNING MATTERS**

9.1 **ELECTORAL AREA DIRECTORS ONLY**  
(PARTICIPANTS/UNWEIGHTED)

- a. **TUP21006, HARBOURSIDE LODGE BAMFIELD LTD, 350 CAPE BEALE TRAIL (BAMFIELD)** **127-136**  
Temporary Use Permit Application – Report

*THAT the Board of Directors consider issuing Temporary Use Permit TUP21006 subject to neighbour notification as per Local Government Act s.494.*

- b. **TUP21003, DONALDSON, 1360 SMITH-DALE ROAD, PORT ALBION (LONG BEACH)** **137-139**  
Temporary Use Permit Application – Memorandum and Permit

*THAT the Board of Directors issue Temporary Use Permit TUP21003.*

- c. **RD20005, MYKYTE, LOT 45, TAYLOR ARM DRIVE (SPROAT LAKE)** **140-212**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1430

*THAT the Board of Directors receive the public hearing report.*

*THAT the Board of Directors receive the public hearing minutes.*

*THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

*THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.*

*THAT the ACRD enter into a covenant with the property owner limiting the number of lots to a maximum of five (5) within the portion of the property covered by Bylaw P1430 and noting that the ACRD has the option to dedicate parkland as shown on the proposed subdivision plan.*

- d. **DVD21009, RONKAINEN, 10485 LAKESHORE ROAD (SPROAT LAKE)** **213-216**  
Development Variance Permit Application – Memorandum and Permit

*THAT the Board of Directors issue development variance permit DVD21009.*

- e. **TUP18013, COLLINGS, 8905 FABER ROAD (SPROAT LAKE)** **217-219**

Temporary Use Permit Renewal Application – Memorandum and Permit

*THAT the Board of Directors issue the renewal of Temporary Use Permit TUP18013.*

- f. **RF21014, COASTAL BRIDGE & CONSTRUCTION LTD AND DODS, 370 FRANKLIN RIVER ROAD (CHERRY CREEK)** **220-230**  
Rezoning Application – Report and Bylaw P1440

*THAT Bylaw P1440, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;*

*THAT the public hearing for Bylaw P1440 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;*

*THAT the Board of Directors confirm that adoption of Bylaw P1440 is subject to:*

*Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5-acre minimum lot size.*

*Meeting technical referral agency requirements.*

- g. **RF21015, 1267492 BC LTD, REMAINDER DL 273, FRANKLIN RIVER ROAD (CHERRY CREEK)** **231-242**  
Rezoning Application – Report and Bylaw P1441

*THAT Bylaw P1441, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;*

*THAT the public hearing for Bylaw P1441 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;*

*THAT the Board of Directors confirm that adoption of Bylaw P1441 is subject to:*

*Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5-acre minimum lot size.*

*Meeting technical referral agency requirements.*

- h. **RF21016, DOCKENDORFF, 6546 CHERRY CREEK ROAD (CHERRY CREEK)** **243-252**  
Rezoning Application – Report and Bylaw P1442

*THAT Bylaw P1442, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;*

*THAT the public hearing for Bylaw P1442 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;*

*THAT the Board of Directors confirm that adoption of Bylaw P1442 is subject to:*

*Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 0.6-acre minimum lot size.*

*Meeting technical referral agency requirements.*

**9.2 ELECTORAL AREA DIRECTORS AND TOFINO**  
(PARTICIPANTS/UNWEIGHTED)

- a. **RC20009, CLAYOQUOT WILDERNESS RESORT LTD, BEDWELL RIVER, CLAYOQUOT SOUND (LONG BEACH)** **253-275**  
Rezoning Application – Report and Bylaw P1416

*THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be amended as presented, in order to restrict the location, siting and density of all campground uses and campground amenity uses in the CD CWR District to the existing development footprint, with the exception of upgrades to the cookhouse and lounge structures primarily within their existing footprints;*

*THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time as amended;*

**9.3 ALL AREA DIRECTORS**  
(PARTICIPANTS/UNWEIGHTED)

- a. **WATERSHED SECURITY STRATEGY AND FUND** **276-278**  
Request For Decision

*THAT the Board of Directors direct staff to send the attached letter to the Water Protection and Sustainability Branch of the Ministry of Environment and Climate Change Strategy.*

**10. REPORTS**

**10.1 STAFF REPORTS**

**10.2 COMMITTEE REPORTS**

**10.3 OTHER REPORTS**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. 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](mailto:responses@acrd.bc.ca)

**14. RECESS**

(ALL/UNWEIGHTED)

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

**15. RECONVENE**

**16. IN CAMERA**

(ALL/UNWEIGHTED)

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

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

**17. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA**

**18. ADJOURN**

(ALL/UNWEIGHTED)

**Next Board of Directors Meeting: Wednesday, March 23, 2022, at 1:30 pm  
Regional District Board Room & Zoom**



# Alberni-Clayoquot Regional District

## MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING HELD ON WEDNESDAY, FEBRUARY 23, 2022, 10:00 AM

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

---

**DIRECTORS PRESENT:** John McNabb, Vice-Chair, Director, Electoral Area "E" (Beaver Creek)  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Ron Corbeil, Councillor, City of Port Alberni  
Rachelle Cole, Councillor, District of Ucluelet  
Tom Stere, Councillor, District of Tofino  
Kirsten Johnsen, Member of Council, Toquaht Nation

**REGRETS:** John Jack, Chairperson, Huu-ay-aht First Nation  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

**STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Mike Irg, General Manager of Planning & Development  
Jenny Brunn, General Manager of Community Services  
Wendy Thomson, General Manager of Administrative Services  
Charlie Starratt, Regional Fire Services Manager  
Heather Zenner, Protective Services Manager  
Michael McGregor, Lands & Resources Coordinator  
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
[www.acrd.bc.ca/events/23-2-2022/](http://www.acrd.bc.ca/events/23-2-2022/)

### 1. **CALL TO ORDER**

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

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

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

Introductions - Directors and Staff present in the Boardroom.

## 2. **APPROVAL OF AGENDA**

*MOVED: Director Roberts*  
*SECONDED: Director Beckett*

*THAT the agenda be approved as circulated.*

**CARRIED**

## 3. **MINUTES**

### a. **Committee-of-the-Whole Meeting held February 10, 2022**

*MOVED: Director Roberts*  
*SECONDED: Director Beckett*

*THAT the minutes of the Committee-of-the-Whole Meeting held on February 10, 2022, be received.*

**CARRIED**

### b. **Committee-of-the-Whole Meeting held February 16, 2022**

*MOVED: Director Cote*  
*SECONDED: Director Bodnar*

*THAT the minutes of the Committee-of-the-Whole Meeting held on February 16, 2022, be received.*

**CARRIED**

## 4. **PETITIONS, DELEGATIONS & PRESENTATIONS**

Director Minions declared a conflict of interest respecting agenda item 4 (a) and left the meeting at 10:04 am.

### a. **Colin Minions, Community Ministries: Director of Food Security, The Bread of Life Centre regarding their 2022 Grant-in-Aid application.**

The delegation provided an overview of their 2022 grant-in-aid application. The grant-in-aid would be used for the construction of a fence and gate around the rear of the Bread of Life Centre to address illegal dumping.

Director Minions re-entered the meeting at 10:11 am.

### b. **Ian Arklie, Treasurer, Port Alberni Marine Rescue Society regarding their 2022 Grant-in-Aid application.**

The delegation provided an overview of their organization and spoke to their 2022 grant-in-aid application. The grant-in-aid would focus on personal use gear for all volunteer members and items for their vessel including a line thrower device and new night vision goggles.

c. **Michael Moore, President, Alberni Valley Makerspace regarding their 2022 Grant-in-Aid application.**

The delegation provided an overview of their organization and spoke to their 2022 grant-in-aid application. The grant-in-aid would be used to conduct electrical upgrades to the upstairs of the Port Alberni Recycling Depot building they have leased from the Regional District.

d. **Melanie Stevenson, Manager and Brenda Kraneveldt, Youth Worker, Port Alberni Family Guidance Association regarding their 2022 Grant-in-Aid application.**

The delegation provided an overview of their organization and their 2022 grant-in-aid application. The grant-in-aid would be used to continue providing youth counselling in the region.

**5. REQUEST FOR DECISIONS**

Director Minions declared a conflict of interest respecting agenda item 5 a. and left the meeting 11:09 am.

a. **Request for Decision regarding 2022 Deferred Grant-in-Aid Applications**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT the Committee of the Whole recommend that the Alberni Valley & Bamfield Waste Management proposed budget be amended to include \$10,000 in additional illegal dumping prevention to provide funding to the Bread of Life Centre fencing project to be included in the 2022-2026 Alberni Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*Director Minions re-entered the meeting at 11:17 am.*

*MOVED: Director Roberts*  
*SECONDED: Director Beckett*

*THAT the Committee of the Whole defer the 2022 grant-in-aid application from the Port Alberni Marine Rescue Society until the March 9<sup>th</sup> Committee-of-the-Whole meeting.*

**CARRIED**

*MOVED: Director Shannon*

*SECONDED: Director Minions*

*THAT the Committee of the Whole recommend that the Alberni Valley & Bamfield Waste Management proposed capital budget be amended to include an additional \$10,500 to the 3<sup>rd</sup> Avenue Recycling Depot upgrade to provide funding to the Alberni Maker Space Society for building electrical upgrades to be included in the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Shannon*

*SECONDED: Director Beckett*

*THAT the Committee of the Whole defer the 2022 grant-in-aid application from the Port Alberni Family Guidance Association to the March 9<sup>th</sup> Committee of the Whole meeting.*

**CARRIED**

**b. Request for Decision regarding 2022-2026 Draft Financial Plan – Region Wide Services**

*MOVED: Director Roberts*

*SECONDED: Director Bodnar*

*THAT the Committee of the Whole recommend the E911 Telephone System proposed budget, as presented, be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Roberts*

*THAT the Committee of the Whole recommend the General Government Services proposed budget, as presented, be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*Director Minions left the meeting at 11:41 pm*

*MOVED: Director Bodnar*

*SECONDED: Director Cole*

*THAT the Committee of the Whole recommend the Regional Parks proposed budget, as presented, be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Shannon*

*THAT the Committee of the Whole recommend the Regional Planning proposed budget, as presented, be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

**6. LATE BUSINESS**

*(requires 2/3 majority vote)*

**7. 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](mailto:responses@acrd.bc.ca).

**8. ADJOURN**

*MOVED: Director Roberts*  
*SECONDED: Director Shannon*

*THAT this meeting be adjourned at 11:56 am*

**CARRIED**

Certified Correct:

---

John McNabb,  
Vice-Chairperson

---

Wendy Thomson,  
General Manager of Administrative Services



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 23, 2022, 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

---

- DIRECTORS PRESENT:**
- John McNabb, Vice-Chair, Director, Electoral Area “E” (Beaver Creek)
  - Bob Beckett, Director, Electoral Area “A” (Bamfield)
  - Tanya Shannon, Director, Electoral Area “B” (Beaufort)
  - Kel Roberts, Director, Electoral Area “C” (Long Beach)
  - Penny Cote, Director, Electoral Area “D” (Sproat Lake)
  - Dianne Bodnar, Director, Electoral Area “F” (Cherry Creek)
  - Sharie Minions, Mayor, City of Port Alberni
  - Ron Corbeil, Councillor, City of Port Alberni
  - Rachelle Cole, Councillor, District of Ucluelet
  - Tom Stere, Councillor, District of Tofino
  - Kirsten Johnsen, Member of Council, Toquaht Nation
  - Alan McCarthy, Member of Legislature, Yuułuʔiłʔatḥ Government
- REGRETS:**
- John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
  - Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:**
- Daniel Sailland, Chief Administrative Officer
  - Teri Fong, Chief Financial Officer
  - Mike Irg, General Manager of Planning & Development
  - Jenny Brunn, General Manager of Community Services
  - Wendy Thomson, General Manager of Administrative Services
  - Heather Zenner, Protective Services Manager
  - Charlie Starratt, Regional Fire Services Manager
  - Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/23-2-2022/>

#### 1. **CALL TO ORDER**

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

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

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

Introductions – Directors and Staff present in the Boardroom.

## 2. **APPROVAL OF AGENDA**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

*THAT the agenda be approved as circulated.*

**CARRIED**

## 3. **PUBLIC CONSULTATION – 2022-2026 ACRD FINANCIAL PLAN**

### a. **Presentation – T. Fong, Chief Financial Officer**

[Draft 2022-2026 Alberni-Clayoquot Regional District Financial Plan](#)

(Plan uploaded separately or click link above)

The Chief Financial Officer presented the draft 2022 – 2026 Financial Plan for the Alberni-Clayoquot Regional District and Hospital District.

### b. **Public Input and Questions**

- Questions/Comments from the public attending the meeting in person in the Regional District Boardroom or via Zoom.

- Questions/Comments emailed to [budget@acrd.bc.ca](mailto:budget@acrd.bc.ca)

The public was provided an opportunity to provide input and ask questions on the draft 2022 to 2026 Financial Plan for the Alberni-Clayoquot Regional District and Regional Hospital District.

## 4. **DECLARATIONS**

## 5. **ADOPTION OF MINUTES**

### a. **Board of Directors Meeting – February 9, 2022**

*MOVED: Director Roberts*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on February 9, 2022, be adopted.*

**CARRIED**

## 6. **PETITIONS, DELEGATIONS & PRESENTATIONS**

- ### a. **Mike Carter, Vice-President of Operations, Port Alberni Port Authority, Lisa Scherbarth, Manager of Administration & Properties, Kate Smith,**

**Administrative Operations Manager – Port Update and China Creek Marina and Campground Long Term Vision.**

The delegation provided an update on the Port Alberni Port Authority (PAPA) community projects and partnerships. They spoke to the goals, challenges and priorities of the China Creek Marina and Campground and their lease with the Regional District for the upland portion of the Campground. The PAPA requests the Regional District to consider a 20-year extension of their lease for the Campground to 2049. The current lease expires in 2029.

*MOVED: Director Roberts*

*SECONDED: Director Cote*

*THAT the delegation be authorized to continue past the 10-minute presentation time allocation.*

**CARRIED**

**b. Pat Deakin, Economic Development Manager, City of Port Alberni – Update on Economic Development Activities in the Alberni Valley & Bamfield Areas.**

Mr. Deakin provided an overview of the City of Port Alberni’s Economic Development mandate including business retention, expansion and attraction diversification of the economy and grant writing. He provided an overview of the relevance of this work for the electoral areas in the region. Some of the economic development activities align with the ACRD’s Strategic Plan. He discussed collaboration/partnerships such as the Dock+ Food Hub and work with the Alberni Valley Regional Airport and Clutesi Haven Marina Upland Food Truck Pod.

Director McCarthy left the meeting at 2:35 pm

Director Minions left the meeting at 2:40 pm

**c. Marcie DeWitt, Coordinator, Alberni-Clayoquot Health Network – Presentation of Poverty Reduction Project Final Report.**

The delegation presented the final report on the Poverty Reduction Plan in the Alberni-Clayoquot Region. The Building Prosperity Action Plan outlines poverty reduction strategies and areas of focus for the Alberni-Clayoquot Communities to direct attention in order to see real meaningful change. Poverty reduction is a strategic priority of the Alberni-Clayoquot Health Network.

**7. CORRESPONDENCE FOR ACTION**

**8. CORRESPONDENCE FOR INFORMATION**

- a. **CITY OF VICTORIA**  
Request for Favourable Consideration and Resolutions of Support for the Current Legal Challenge against the Discrimination of Freedom of Religion in Quebec’s Bill 21 – An Act Respecting the Laicity of the State.
- b. **PACIFIC RIM HOSPICE SOCIETY/PACIFIC RIM BETTER AT HOME/UNITED WAY BRITISH COLUMBIA**  
Pacific Rim Better at Home Program
- c. **ISLAND COASTAL ECONOMIC TRUST**
  - Port Hardy’s Cultural and Gathering Space Enhancements to Promote Downtown Vitality
  - Enhancements to Gold River Waterfront to Support Tourism & Business
- d. **VILLAGE OF CHASE**  
BC Wildfires Petition – District of Lillooet
- e. **VANCOUVER ISLAND ECONOMIC ALLIANCE**  
State of the Island Economic Report  
(Full report held in office)

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

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

**CARRIED**

## **9. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding 2022 Electoral Area Directors Forum & LGLA Forum.**

*MOVED: Director Cote*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize Electoral Area Directors to attend the 2022 Electoral Area Directors Forum, April 5th & 6th in Richmond, BC.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize a maximum of four Directors to attend the Local Government Leadership Academy Forum, April 6 to 8 in Richmond, BC.*

**CARRIED**

**b. Request for Decision regarding City of Port Alberni Grant-in-Aid for Economic Development.**

*MOVED: Director Beckett*

*SECONDED: Director Bodnar*

*THAT the Board of Directors direct staff to include the following grant-in-aid contributions to the City of Port Alberni for the purposes of Economic Development in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw:*

*Electoral Area A – Bamfield \$1,000.00*

*Electoral Area B – Beaufort \$500.00*

*Electoral Area D – Sproat Lake \$3,000.00*

*Electoral Area E – Beaver Creek \$3,000.00*

*Electoral Area F – Cherry Creek \$1,000.00*

**CARRIED**

**10. PLANNING MATTERS**

**10.1 ELECTORAL AREA DIRECTORS ONLY**

**a. DVA21011, POOL & CORTESE, STRATA LOT 63, HAGGARD COVE (BAMFIELD)**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director Beckett*

*SECONDED: Director Bodnar*

*THAT the Board of Directors issue development variance permit DVA21011.*

**CARRIED**

**b. RA21006, BADEN & PAKULA, 460 PACHENA ROAD (BAMFIELD)**  
Rezoning Application – Memorandum and Bylaw P1435

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*THAT Bylaw P1435, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

**CARRIED**

**c. DVE21008, ZIMMERMANN, 5389 HIGHLAND DRIVE (BEAVER CREEK)**  
Development Variance Permit Application – Report

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Board of Directors consider issuing development variance permit DVE21008, subject to neighbouring properties being notified as per Local Government Act s.499.*

**CARRIED**

- d. DVE21010, FRANCOEUR, 6081 & 6091 BEAVER CREEK ROAD (BEAVER CREEK)**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Board of Directors issue development variance permit DVE21010.*

**CARRIED**

- e. RE21012, BROOKS, 6629 BEAVER CREEK ROAD (BEAVER CREEK)**  
Rezoning Application – Memorandum and Bylaw P1439

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT Bylaw P1439, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the public hearing for Bylaw P1439 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Board of Directors confirm that adoption of Bylaw P1439 is subject to confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 1 acre density and meeting technical referral agency requirements.*

**CARRIED**

## **11. REPORTS**

### **11.1 STAFF REPORTS**

- a. Meeting Schedule – March 2022**

- b. Building Report – January 2022**
- c. Monthly Agreement & Grant Delegation Report – January 24 – February 18, 2022**

*MOVED: Director Beckett*  
*SECONDED: Director Roberts*

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

**CARRIED**

## **11.2 COMMITTEE REPORTS**

### **11.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – J. McNabb – No Report**
- b. Vancouver Island Regional Library – P. Cote – No Report**
- c. Alberni Valley Chamber of Commerce – S. Minions – No Report**
- d. Air Quality Council, Port Alberni – D. Bodnar – No Report**
- e. West Coast Aquatic Board – T. Stere – No Report**
- f. Association of Vancouver Island & Coastal Communities – P. Cote**

Director Cote spoke to the upcoming convention, April 1<sup>st</sup> – 3<sup>rd</sup> in Victoria, BC.

- g. Beaver Creek Water Advisory Committee – J. McNabb**

Vice-Chairperson McNabb reported that \$90,000 from the development cost charge account will be transferred to the construction account for the Karen Place Pipeline Project.

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

Vice-Chairperson McNabb provided a brief update on the last meeting.

- i. Agricultural Development Committee – T. Shannon – No Report**
- j. Other Reports**

*MOVED: Director Roberts*  
*SECONDED: Director Beckett*

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

## **12. UNFINISHED BUSINESS**

## **13. LATE BUSINESS**

## **14. 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](mailto:responses@acrd.bc.ca).

**15. IN-CAMERA**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

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

- 90 (1) (i) : the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

**CARRIED**

The meeting was closed to the public at 3:30 pm.

The meeting was re-opened to the public at 3:36 pm.

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

**17. ADJOURN**

*MOVED: Director Corbeil*

*SECONDED: Director Cole*

*THAT this meeting be adjourned at 3:36 pm.*

**CARRIED**

Certified Correct:

---

John McNabb,  
Vice- Chairperson

---

Wendy Thomson,  
General Manager of Administrative Services



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON THURSDAY, FEBRUARY 24, 2022, 10:00 AM

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 Corbeil, Councillor, City of Port Alberni

**REGRETS:** John Jack, Councillor, Huu-ay-aht First Nation  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

**STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Jenny Brunn, General Manager of Community Services  
Wendy Thomson, General Manager of Administrative Services  
Janice Hill, Executive Assistant  
Jodie Frank, Organics Coordinator  
Paulo Eichelberger, Public Works Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at [www.acrd.bc.ca/events/24-2-2022/](http://www.acrd.bc.ca/events/24-2-2022/)

### 1. **CALL TO ORDER - CAO**

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

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

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

Introductions - Committee Members and Staff present in the Boardroom.

### 2. **ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2022**

#### **ELECTION OF CHAIRPERSON**

The General Manager of Administrative Services (GMAS) conducted the election for Chairperson of the Alberni Valley and Bamfield Services Committee for 2022. The GMAS requested nominations three times.

The GMAS declared Director McNabb to the position of Chairperson of the Alberni Valley and Bamfield Services Committee for 2022.

### **ELECTION OF VICE-CHAIRPERSON**

The GMAS conducted the election of Vice-Chairperson of the Alberni Valley and Bamfield Services Committee for 2022. The GMAS requested nominations three times.

The GMAS declared Director Beckett to the position of Vice-Chairperson of the Alberni Valley and Bamfield Services Committee for 2022.

Director McNabb assumed the Chair.

### **3. APPROVAL OF AGENDA**

*MOVED: Director Beckett*

*SECONDED: Director Bodnar*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **4. MINUTES**

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

*MOVED: Director Cote*

*SECONDED: Director Beckett*

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

**CARRIED**

### **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

#### **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.**

The delegation provided an update on the Alberni Valley Landfill Gas Monitoring Project. This project is a collaboration between the Alberni-Clayoquot Regional District and Vancouver Island University.

**b. Mandy Ross, Bamfield WildSafe BC Coordinator – WildSafe BC, regarding Bear Hazard Assessment in the Bamfield Area.**

The delegation presented the Bear Hazard Assessment recently completed in Bamfield. A Bear Hazard Assessment is a report or working document which identifies the key issues that influence existing or potential human-bear conflicts. The next step in the Bear Smart Community Criteria is to do a human-bear hazard management plan.

**6. REQUEST FOR DECISIONS**

**a. Request for Decision regarding Annual Review – Alberni Valley & Bamfield Services Committee Terms of Reference, 2022**

*MOVED: Director Shannon*

*SECONDED: Director Corbeil*

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

**CARRIED**

**b. Request for Decision regarding Alberni Valley Electoral Areas - Roadside Three-Stream Waste Services Update**

The Organics Coordinator presented an update on the Alberni Valley Electoral Areas – Roadside Three-Stream Waste Services.

*MOVED: Director Cote*

*SECONDED: Director Shannon*

*THAT the verbal and written update on the Alberni Valley Electoral Areas – Roadside Three-Stream Waste Services be received.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Shannon*

*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.*

**CARRIED**

**c. Request for Decision regarding VIU Landfill Monitoring Program**

*MOVED: Director Shannon*  
*SECONDED: Director Bodnar*

*THAT the Alberni Valley and Bamfield Committee recommend that the ACRD Board of Directors extend the VIU Landfill Gas Monitoring Program for 2022.*

**CARRIED**

**d. Request for Decision regarding Update on the Bamfield Free Tipping Fee Pilot Program**

*MOVED: Director Beckett*  
*SECONDED: Director Shannon*

*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.*

**CARRIED**

**e. Request for Decision regarding Alberni Valley Landfill Renaming**

*MOVED: Director Beckett*  
*SECONDED: Director Shannon*

*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.*

**CARRIED**

**f. Request for Decision regarding 2022-2026 Draft Financial Plan – Alberni Valley & Bamfield Services**

*MOVED: Director Shannon*  
*SECONDED: Director Bodnar*

*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.*

**CARRIED**

Director Minions left the meeting at 11:56 am.

MOVED: Director Cote  
SECONDED: Director Bodnar

*THAT the Alberni Valley & Bamfield Services Committee defer the Alberni Valley Emergency Planning proposed budget to the March 9<sup>th</sup> Committee of the Whole meeting.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Shannon

*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.*

**CARRIED**

MOVED: Director Shannon  
SECONDED: Director Bodnar

*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.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Corbeil

*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.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Shannon

*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.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Corbeil

*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.*

**CARRIED**

## **7. REPORTS**

### **a. City of Port Alberni – Sort’nGo Three-Stream Waste Collection Service Update**

*MOVED: Director Corbeil*

*SECONDED: Director Bodnar*

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

**CARRIED**

## **8. LATE BUSINESS**

## **9. 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](mailto:responses@acrd.bc.ca).

## **10. IN-CAMERA**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

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

- 90 (1) (2) (b): the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

**CARRIED**

The meeting was closed to the public at 12:44 pm.

The meeting was re-opened to the public at 12:50 pm.

## **11. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

**12. ADJOURN**

*MOVED: Director Shannon*

*SECONDED: Director Bodnar*

*THAT the meeting be adjourned at 12:50 pm.*

**CARRIED**

Certified Correct:

---

John McNabb,  
Chairperson

---

Wendy Thomson,  
General Manager of Administrative Services



# Alberni-Clayoquot Regional District

## MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON THURSDAY, FEBRUARY 24, 2022, 1:30 PM

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

---

### **DIRECTORS**

Penny Cote, Director, (Chair) Electoral Area "D" (Sproat Lake)

### **PRESENT:**

Bob Beckett, Director, (Vice-Chair), Electoral Area "A" (Bamfield)

Tanya Shannon, Director, Electoral Area "B" (Beaufort)

Kel Roberts, Director, Electoral Area "C" (Long Beach)

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

Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)

### **STAFF PRESENT:**

Daniel Sailland, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Mike Irg, General Manager of Planning & Development

Wendy Thomson, General Manager of Administrative Services

Heather Zenner, Protective Services Manager

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

[www.acrd.bc.ca/events/24-2-2022/](http://www.acrd.bc.ca/events/24-2-2022/)

### **1. CALL TO ORDER**

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

Introductions- Committee Members and Staff present in the Boardroom.

### **2. APPROVAL OF AGENDA**

*MOVED: Director Beckett*

*SECONDED: Director Shannon*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. MINUTES**

a. **Electoral Area Directors Committee Meeting – January 12, 2022.**

MOVED: Director Roberts  
SECONDED: Director Beckett

*THAT the minutes of the Electoral Area Directors Committee Meeting held on January 12, 2022, be received.*

**CARRIED**

**4. REQUEST FOR DECISIONS**

**a. Request for Decision regarding 2022-2026 Draft Financial Plan – Electoral Area Sub-Regional Services**

MOVED: Director McNabb  
SECONDED: Director Beckett

*THAT the Electoral Area Directors Committee recommend the Building Inspection proposed budget for 2022 be amended as follows for inclusion in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw:*

- *Line 124 – Fees and Charges increased from \$100,000 to \$115,000*
- *Line 250 – Legal Costs - Reduce from \$25,000 to \$20,000.*

**CARRIED**

MOVED: Director Bodnar  
SECONDED: Director McNabb

*THAT the Electoral Area Directors Committee allocate \$600,000 of Community Works Funds to the Cherry Creek Waterworks District for the Cherry Creek Fire Hall project for inclusion in the first reading of the 2022–2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

MOVED: Director Beckett  
SECONDED: Director Roberts

*THAT the Electoral Area Directors Committee recommend the Electoral Area Administration proposed budget as presented and amended be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Bodnar

*THAT the Electoral Area Directors Committee recommend the Management of Development – Rural Areas budget be amended by increasing line 124 - fees and charges*

*from \$40,000 to \$45,000 in 2022 for inclusion in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Shannon  
SECONDED: Director Roberts*

*THAT the Electoral Area Directors Committee recommend the Management of Development – Rural Areas proposed budget as presented and amended be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Beckett*

*THAT the Electoral Area Directors Committee recommend the Vancouver Island Regional Library proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

**5. LATE BUSINESS**

**6. 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](mailto:responses@acrd.bc.ca).

**7. ADJOURN**

*MOVED: Director Beckett  
SECONDED: Director Shannon*

*THAT this meeting be adjourned 2:29 pm.*

**CARRIED**

Certified Correct:

---

Penny Cote,  
Chairperson

---

Wendy Thomson,  
General Manager of Administrative Service



**MINUTES OF THE PARCEL TAX REVIEW PANEL MEETING**  
**HELD ON MONDAY, FEBRUARY 28, 2022, 1:30 PM**  
via Zoom video/phone conferencing

---

**DIRECTORS** Penny Cote, Director, Electoral Area “D” (Sproat Lake)  
**PRESENT:** John McNabb, Director, Electoral Area “E” (Beaver Creek)  
Dianne Bodnar, Director, Electoral Area “F” (Cherry Creek)

**STAFF PRESENT:** Teri Fong, Collector, Chief Financial Officer  
Wendy Thomson, General Manager of Administrative Services

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
[www.acrd.bc.ca/events/28-2-2022/](http://www.acrd.bc.ca/events/28-2-2022/)

**1. CALL TO ORDER & APPOINTMENT OF CHAIRPERSON**

The General Manager of Administrative Services (GMAS) called the meeting to order at 1:30 pm.

The GMAS recognized the meeting this afternoon is being held throughout the Nuu-chah-nulth territories.

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

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT Director Bodnar be appointed Chairperson of the Alberni-Clayoquot Regional District Parcel Tax Review Panel for 2022.*

**CARRIED**

Director Bodnar assumed the Chair.

**2. APPROVAL OF AGENDA**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. **REQUEST FOR DECISION**

#### a. **Request for Decision regarding Parcel Tax Roll Authentication 2022**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*That the Parcel Tax Roll Review Panel hereby certify that the following Alberni-Clayoquot Regional District Parcel Tax Rolls have been authenticated for 2022 as per Section 206 of the Community Charter:*

- Bamfield Water System Local Service Area*
- Bamfield Water System Treatment Plant Debt Local Service Area*
- Beaver Creek Water System Local Service Area*
- Salmon Beach Power Local Service Area*
- Salmon Beach Sewage / Security / Garbage / Recreation / Transportation / Water Local Service Area*
- South Long Beach Multi-Purpose Path Local Service Area*
- Sproat Lake Community Association Local Service Area*

**CARRIED**

### 4. **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 the Zoom webinar
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

### 5. **ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT this meeting be adjourned 1:33 pm.*

**CARRIED**

Certified Correct:

---

Dianne Bodnar,  
Chairperson

---

Teri Fong,  
Chief Financial Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, MARCH 2, 2022

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

---

- MEMBERS PRESENT:** Kel Roberts, Director, Electoral Area “C” (Long Beach), Chair  
Tom Stere, Councillor, District of Tofino, Vice-Chair  
Rachelle Cole, Councillor, District of Ucluelet  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Karen Haugen, Superintendent, Pacific Rim National Park Reserve
- REGRETS:** Alan McCarthy, Member of Legislature, Yuułuʔiłʔatḥ Government  
Michael Lascelles, Tla-o-qui-aht First Nation  
Norma Bird, Hesquiaht First Nation  
Rob Bullock, Ahousaht First Nation
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Jenny Brunn, General Manager of Community Services  
Eddie Kunderman, Operations Manager  
Paulo Eichelberger, Solid Waste Manager  
Wendy Thomson, General Manager of Administrative Services  
Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/2-3-2022/>.

### 1. **CALL TO ORDER**

The CAO called the meeting to order at 10:04 am.

The CAO recognized this meeting is being held throughout the Nuuchahnulth territories.

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

Introductions – Committee Members and Staff present in the Boardroom.

### 2. **ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2022**

#### **ELECTION OF CHAIRPERSON**

The General Manager of Administrative Services (GMAS) conducted the election for Chairperson of the West Coast Committee for 2022. The GMAS requested nominations three times.

The GMAS declared Director Roberts Chairperson of the West Coast Committee for 2022.

### **ELECTION OF VICE-CHAIRPERSON**

The GMAS conducted the election of Vice-Chairperson of the West Coast Committee for 2022. The GMAS requested nominations three times.

The GMAS declared Director Stere Vice-Chairperson of the West Coast Committee for 2022.

Director Roberts assumed the Chair.

### **3. APPROVAL OF AGENDA**

*MOVED: Director Cole*  
*SECONDED: Director Johnsen*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **4. MINUTES**

#### **a. West Coast Committee Meeting – November 17, 2021**

*MOVED: Director Cole*  
*SECONDED: Director Stere*

*THAT the minutes of the West Coast Committee meeting held on November 17, 2021 be received.*

**CARRIED**

### **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Samantha Hackett, Chair, Ryan Orr, Vice Chair, West Coast Multiplex Society, Tom Berekoff, TPD Strategic Council , regarding Multiplex Update, Ownership, Funding, and Management Options, Discussion of Working Plan for the Project (pre-during-post construction and campaign) and request for a motion of support.**

The delegation provided an update on the West Coast Multiplex project and discussed partnerships, ownership, management options, operating models and funding. The Society is currently working on a partnership agreement in this regard. The delegation thanked the West Coast for their past and current support and requested the Committee re-confirm their continued support for the project.

*MOVED: Director Stere*

*SECONDED: Director Cole*

*THAT the West Coast Committee supports in principle the work of the West Coast Multiplex Society moving forward.*

**CARRIED**

## **6. REQUESTS FOR DECISIONS**

### **a. Request for Decision regarding Annual Review – West Coast Committee Terms of Reference 2022.**

*MOVED: Director Cole*

*SECONDED: Director Stere*

*THAT the West Coast Directors Committee re-confirm their Terms of Reference for 2022 as presented.*

**CARRIED**

### **b. Request for Decision regarding 2022-2026 Draft Financial Plan – West Coast Services.**

*MOVED: Director Cole*

*SECONDED: Director Stere*

*THAT the West Coast Committee recommend the Long Beach Airport proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend the West Coast Emergency Coordination - proposed service budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Stere*

*THAT the West Coast Committee recommend the West Coast Multiplex Service proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Stere*  
*SECONDED: Director Cole*

*THAT the West Coast Committee recommend the West Coast Transit service proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend the West Coast Waste Management service proposed budget as presented be included in the first reading of the 2022-2026 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

**c. Request for Decision regarding Millstream Water Rate Increase.**

*MOVED: Director Roberts*  
*SECONDED: Director Stere*

*THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve a water rate increase to \$280 per quarter as of July 1, 2022, for the Millstream Water System.*

**CARRIED**

**d. Request for Decision regarding CYAZ Long Beach Airport Terminal Building Development Plan.**

*MOVED: Director Stere*  
*SECONDED: Director Johnsen*

*THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Airport Terminal Building Development Plan for the Long Beach Airport.*

**CARRIED**

## **7. REPORTS**

Director Cole left the meeting at 11:01 am.

### **a. West Coast Organics Diversion Project Update**

*MOVED: Director Roberts*

*SECONDED: Director Stere*

*THAT this report be received.*

**CARRIED**

### **b. Area Report – Pacific Rim National Park Reserve**

Superintendent Karen Haugen provided a brief update on Pacific Rim National Park. The Park Reserve is currently working on finalizing their year-end. She thanks Jenny Brunn, ACRD General Manager of Community Services for re-instituting team meetings between the two organizations on a bi-monthly basis. These meeting are working out very well and assisting in streamlining a bunch of efficiencies for the Park Reserve.

## **8. LATE BUSINESS**

## **9. 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](mailto:responses@acrd.bc.ca).

## **10. ADJOURN**

*MOVED: Director Johnsen*

*SECONDED: Director Stere*

*THAT this meeting be adjourned 11:14 am.*

**CARRIED**

Certified Correct:

---

Kel Roberts,  
Chairperson

---

Wendy Thomson,  
General Manager of Administrative Services



KPMG LLP  
St Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Telephone (250) 480-3500  
Fax (250) 480-3539

**AUDIT PLANNING LETTER**

Board of Directors  
Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
3008 5th Ave  
Port Alberni, BC V9Y 2E3

February 18, 2022

We are pleased to provide for your review the following information relating to the planned scope and timing for the audits of the financial statements of the Alberni-Clayoquot Regional District (ACRD) and the Alberni-Clayoquot Regional Hospital District (ACRHD) for the year ended December 31, 2021.

We would be pleased to receive any comments or suggestions you may have with respect to the planned audit scope or timing and we look forward to discussing the letter and answering questions that you may have. If you have any specific areas of concerns or other issues you would like addressed in the audit, please contact us. We appreciate the opportunity to serve you and look forward to meeting with you to discuss our audit findings.

Yours very truly

Lenora Lee, FCPA, FCA  
*Engagement Partner*  
(250) 480-3588

cc: Ms. Teri Fong, Chief Financial Officer

Enclosures:  
Appendix 1 – Draft auditors' reports

This letter is for the use of the Board for the purpose of carrying out and discharging your responsibilities and exercising oversight over our audit. This letter should not be used for any other purpose or by anyone other than the Board. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this letter has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
February 18, 2022

### **CONSIDERATIONS IN DEVELOPING OUR AUDIT PLAN**

#### *Accounting standards*

No new accounting standards were adopted in the current year.

#### *Audit standards*

No new audit standards were adopted in the current year.

#### *Audit and financial reporting impacts of COVID-19*

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization. As the COVID-19 pandemic evolves, ACRD and ACRHD will need to continue to assess the impact on its operations and finances and consider the implications on financial reporting. We have analyzed the impact of the COVID-19 pandemic situation on the audit of the financial statements for the year ended December 31, 2021 and discussed the audit and financial reporting implications with management based on what has occurred to the date of this report.

As the COVID-19 pandemic is a dynamic situation, we will continue to update our Audit Plan as the situation warrants. We will communicate any additional changes to our Audit Plan to the Board of Directors in our Audit Findings Report.

### **SCOPE AND TIMING OF THE AUDIT**

The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter provided by management.

We design an overall audit strategy and audit approach to address the significant risks identified during the planning process.

#### Materiality

Materiality is used to identify risks of material misstatements, develop an appropriate audit response to such risks, and evaluate the level at which we think misstatements will reasonably influence users of the financial statements. It considers both quantitative and qualitative factors.

To respond to aggregation risk, we design our procedures to detect misstatements at a lower level of materiality. Professional standards require us to re-assess materiality at the completion of our audit based on period-end results or new information in order to confirm whether the amount determined for planning purposes remains appropriate.



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
January 4, 2021

For the current period, the following amounts have been determined:

**Alberni-Clayoquot Regional District**

<b>Materiality</b>	<b>Performance Materiality</b>	<b>Audit Misstatement Posting Threshold</b>
\$400,000	\$300,000 which has been set at 75% of materiality	\$20,000 which has been set at 5% of materiality

**Alberni-Clayoquot Regional Hospital District**

<b>Materiality</b>	<b>Performance Materiality</b>	<b>Audit Misstatement Posting Threshold</b>
\$50,000	\$37,500 which has been set at 75% of materiality	\$2,500 which has been set at 5% of materiality

We will reassess materiality based on year-end results or new information to confirm whether it remains appropriate for evaluating the effects of uncorrected misstatements on the financial statements. We will report to the Board corrected and uncorrected audit misstatements in our Audit Findings Report.

Identification of significant risks

As part of our audit planning, we identify the significant financial reporting risks that, by their nature, require special audit consideration. By focusing on these risks, we establish an overall audit strategy and effectively target our audit procedures.

*Significant unusual transactions*

There are no significant changes in the operations of ACRD and ACRHD in the current year that will impact the financial statements.

There were no significant unusual transactions noted through our discussion with management.

*Fraudulent Revenue Recognition*

This is a presumed fraud risk. We have not identified any specific additional risks of management override relating to this audit. We have not assessed the risk of fraudulent revenue recognition as significant and believe that the audit work performed on management override mitigates any residual risk.

*Risk of management override of controls*

Although the level of risk of management override of controls will vary from entity to entity, professional standards presume the risk of management override of controls is nevertheless present in all entities and requires the performance of specific procedures to address this presumed risk. We plan on performing the required



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
January 4, 2021

procedures under professional standards. These include testing journal entries and performing a retrospective review of areas of estimate.

#### Audit approach

Our audit methodology includes obtaining an understanding of the various processes within the ACRD and ACRHD including budgeting, revenue, procurement, payroll, and information technology. Applying this understanding, we will perform:

- Analytical analysis over the statement of financial position and the statement of operations and fund balances. In this analysis, support for significant variances provided by management, from both prior year and budget, is tested for completeness and accuracy of the underlying data.
- Substantive analytical procedures over revenue and expenses, as well as detailed testing over government transfers, tax requisitions from members and the cut-off of expenses and accruals at year end.
- Substantive testing over deferred and restricted revenues and deposits, both received and spent in the year, tracing selected items to supporting cash receipt, invoice or terms of sale respectively.
- Confirmation over all significant cash, investment and debt balances and tests of reconciling items as recorded in the general ledger.
- Verification over the accuracy of payroll accruals as at year end and performing a predictive procedure over the payroll expense for the year based on approved budget and known payroll changes in the period.
- Substantive testing over a sample of additions to capital assets, assessing the nature, useful life and amortization, including existence of contaminated sites and valuation of landfill closure costs.
- Due to the public nature of funds managed by ACRD and ACRHD, we test expense reports and use of credit cards for both senior management and Board members for compliance with authorization and permitted expense policies.

#### Timing of audit and deliverables

<i>Topic:</i>	<i>Dates:</i>
Conduct interim audit field work	October 2021
Conduct year-end audit field work	March 2022
Present our year-end audit findings letter, including independence communications to the Board	April 2022
Provide audit opinion on financial statements	Upon acceptance by Board of the financial statements



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
January 4, 2021

### ***ANNUAL INQUIRIES OF THE BOARD***

Professional auditing standards require that we annually inquire concerning the Board's oversight of management's process for identifying and responding to the risks of fraud within ACRD and ACRHD. Accordingly, we ask whether you:

- Are aware of, or have identified any instances of, actual, suspected, possible, or alleged non-compliance of laws and regulations or fraud, including misconduct or unethical behaviour related to financial reporting or misappropriation of assets? If so, have these instances been appropriately addressed to your satisfaction?
- Are aware of any significant fraud risks facing ACRD or ACRHD?
- Believe that the Board exercises effective oversight of management's process for identifying and responding to the risk of fraud in ACRD and ACRHD and the internal controls that management has established to mitigate these fraud risks?
- Are aware of ACRD and ACRHD entering into any significant unusual transactions?

If you have any comments on the above questions that you would like to bring to our attention, please contact Lenora Lee, Engagement Partner.

### ***OBSERVATIONS AND INSIGHTS***

During the course of our audit, we may become aware of observations that may be of interest to you. These observations may include comments on risks and ACRD and ACRHD's approach to those risks, performance improvement observations, or other industry trends and developments. These observations are based on, among other things, our understanding of the affairs and processes of ACRD and ACRHD, as well as our understanding of many other entities in the same or other industries.

We will discuss any such observations with management and provide our insights. We will also include a synopsis of these observations and insights in our discussions with you at the completion of the audit.



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
January 4, 2021

### ***PUBLIC SECTOR ACCOUNTING STANDARDS (PSAS) CURRENT DEVELOPMENTS***

The following is a summary of the current developments that are relevant to ACRD and ACRHD.

#### Asset Retirement Obligations

- A new standard has been approved that is effective for fiscal years beginning on or after April 1, 2022.
- The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs will be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area.
- The ARO standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets (“TCA”). The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life.
- As a result of the new standard, the public sector entity will have to:
  - consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset;
  - carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements;
  - begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify AROs and obtain information to estimate the value of potential AROs to avoid unexpected issues.

#### Revenue

- A new standard has been approved that is effective for fiscal years beginning on or after April 1, 2023.
- The new standard establishes a single framework to categorize revenues to enhance the consistency of revenue recognition and its measurement.
- The standard notes that in the case of revenues arising from an exchange, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations.
- The standard notes that unilateral revenues arise when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue.



#### Financial Instruments and Foreign Currency Translation

- New accounting standards, PS3450 Financial Instruments, PS2601 Foreign Currency Translation, PS1201 Financial Statement Presentation and PS3041 Portfolio Investments have been approved by PSAB and are effective for years commencing on or after April 1, 2022.
- Equity instruments quoted in an active market and free-standing derivatives are to be carried at fair value. All other financial instruments, including bonds, can be carried at cost or fair value depending on the public sector entity's choice and this choice must be made on initial recognition of the financial instrument and is irrevocable.
- Hedge accounting is not permitted.
- A new statement, the Statement of Remeasurement Gains and Losses, will be included in the financial statements. Unrealized gains and losses incurred on fair value accounted financial instruments will be presented in this statement. Realized gains and losses will continue to be presented in the statement of operations.
- In July 2020, PSAB approved federal government narrow-scope amendments to PS3450 *Financial Instruments* which will be included in the Handbook in the fall of 2020. Based on stakeholder feedback, PSAB is considering other narrow-scope amendments related to the presentation and foreign currency requirements in PS3450 *Financial Instruments*. The exposure drafts were released in summer 2020 with a 90-day comment period.

#### Employee Future Benefit Obligations

- PSAB has initiated a review of sections PS3250 Retirement Benefits and PS3255 Post-Employment Benefits, Compensated Absences and Termination Benefits. In July 2020, PSAB approved a revised project plan.
- PSAB intends to use principles from International Public Sector Accounting Standard 39 Employee Benefits as a starting point to develop the Canadian standard.
- Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, PSAB will implement a multi-release strategy for the new standards. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues.
- PSAB released an exposure draft on proposed section PS3251, Employee Benefits in July 2021. Comments to PSAB on the proposed section were due by November 25, 2021. Proposed Section PS 3251 would apply to fiscal years beginning on or after April 1, 2026 and should be applied retroactively. Earlier adoption is permitted. The proposed PS3251 would replace existing Section PS 3250 and Section PS 3255. This proposed section would result in organizations recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position. Organizations would also assess the funding status of their post-employment benefit plans to determine the appropriate rate for discounting post-employment benefit obligations.



#### Public Private Partnerships

- PSAB has introduced Section PS3160, which includes new requirements for the recognition, measurement and classification of infrastructure procured through a public private partnership. The standard has an effective date of April 1, 2023, and may be applied retroactively or prospectively.
- The standard notes that recognition of infrastructure by the public sector entity would occur when it controls the purpose and use of the infrastructure, when it controls access and the price, if any, charged for use, and it controls any significant interest accumulated in the infrastructure when the P3 ends.
- The public sector entity recognizes a liability when it needs to pay cash or non-cash consideration to the private sector partner for the infrastructure.
- The infrastructure would be valued at cost, which represents fair value at the date of recognition with a liability of the same amount if one exists. Cost would be measured in reference to the public private partnership process and agreement, or by discounting the expected cash flows by a discount rate that reflects the time value of money and risks specific to the project.

#### Concepts Underlying Financial Performance

- PSAB released four exposure drafts in early 2021 for the proposed conceptual framework and proposed revised reporting model, and their related consequential amendments. The Board is in the process of considering stakeholder comments received.
- PSAB is proposing a revised, ten-chapter conceptual framework intended to replace PS 1000 Financial Statement Concepts and PS 1100 Financial Statement Objectives. The revised conceptual framework would be defined and elaborate on the characteristics of public sector entities and their financial reporting objectives. General recognition and measurement criteria, and presentation concepts would be introduced.
- In addition, PSAB is proposing:
  - Removal of the net debt indicator, except for on the statement of net debt where it would be calculated exclusive of financial assets and liabilities that are externally restricted and/or not available to settle the liabilities or financial assets.
  - Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities).
  - Restructuring the statement of financial position to present non-financial assets before liabilities.
  - Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities).
  - A new provision whereby an entity can use an amended budget in certain circumstances.
  - Inclusion of disclosures related to risks and uncertainties that could affect the entity's financial position.



Alberni-Clayoquot Regional District  
Alberni-Clayoquot Regional Hospital District  
January 4, 2021

#### Purchased Intangibles

- In October 2019, PSAB approved a proposal to allow public sector entities to recognize intangibles purchased through an exchange transaction. Practitioners are expected to use the definition of an asset, the general recognition criteria and the GAAP hierarchy to account for purchased intangibles.
- Based on stakeholder feedback, PSAB will develop a Public Sector Guideline to clarify the guidance in the exposure draft to PS1000 Financial Statement Concepts, PS1100 Financial Statement Objectives and PS1201 Financial Statement Presentation. The updates to the Handbook are expected to be released in fall 2020. The accounting for intangibles may be addressed through future PSAB projects.

## Appendix 1 – DRAFT INDEPENDENT AUDITORS’ REPORT – ACRD

To the Board of Directors of the Alberni-Clayoquot Regional District

### ***Opinion***

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

- the statement of financial position as at December 31, 2021
- the statement of operations for the year then ended
- the statement of changes in accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

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

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional District as at December 31, 2021, and its results of operations, its changes in accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

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

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

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

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

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

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

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

### ***Auditors' Responsibilities for the Audit of the Financial Statements***

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

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

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

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

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

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

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

## Appendix 1 – DRAFT INDEPENDENT AUDITORS’ REPORT – ACRHD

To the Board of Directors of the Alberni-Clayoquot Regional Hospital District

### ***Opinion***

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

- the statement of financial position as at December 31, 2021
- the statement of operations for the year then ended
- the statement of changes in net financial assets and accumulated surplus for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

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

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Alberni-Clayoquot Regional Hospital District as at December 31, 2021, and its results of operations, its changes in accumulated surplus, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

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

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

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

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

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

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

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

### ***Auditors' Responsibilities for the Audit of the Financial Statements***

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

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

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

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

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

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

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

Building a diverse and sustainable economy.

February 22, 2022

By Email

Michael McGregor, Lands and Resources Coordinator  
Alberni Clayoquot Regional District  
3008 Fifth Ave.  
Port Alberni, BC, V9Y 2E3

Dear Michael McGregor,

**Re: West Coast Multi-Use Pathway Project**

I am pleased to inform you that your Stage 2 proposal was considered at the February 18, 2022 meeting of the Island Coastal Economic Trust (ICET) Board of Directors and has been approved for funding assistance under the Destination Trails Stream of the DIVERSIFY Capital and Innovation Program. The Board of Directors has approved the provision of funding up to \$200,000 based on the estimated total project value of \$1,540,000 to the Alberni Clayoquot Regional District for the *West Coast Multi-Use Pathway Project* subject to the following terms and conditions:

- Letters of verification for all sources of matching funding for the project, as detailed in the funding proposal, must be provided prior to August 19, 2022.
- Written confirmation of any required federal, provincial and local permits and approvals, including any applicable environmental licenses, must be provided prior to August 19, 2022.
- Confirmation of comprehensive general liability insurance of at least \$2 million per occurrence insuring against personal injury and property damage, including liability assumed under contract insurance, with insurers licensed in British Columbia, with ICET named as additional insured, must be provided prior to August 19, 2022.
- Project implementation must begin no later than August 19, 2022, and be completed no later than August 19, 2023.
- The non-repayable contribution may only be applied to eligible project costs, as detailed in the funding proposal submitted November 30, 2021. Any changes to the project scope or activities, including any budget changes, must be approved by ICET.
- A contribution agreement outlining the detailed terms and conditions for the use of the funds must be fully executed by both parties. The date of the contribution agreement will define the start date for reimbursable claims for the project.

Once we have received written confirmation of matching funding, confirmation of any permits and approvals that are required and proof of comprehensive general liability insurance, we will send a contribution agreement for signature, project reimbursement claim forms and reporting requirements.



Building a diverse and sustainable economy.

All public communications regarding this project must be held in confidence until such time as a communication process has been developed. Wording of any news announcements must be approved by ICET. We will contact you shortly regarding project announcement protocols.

Should you require additional information or clarification, please contact Denice Regnier, Manager Programs and Corporate Affairs at 250-871-7797 or [denice.regnier@islandcoastaltrust.ca](mailto:denice.regnier@islandcoastaltrust.ca).

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Line Robert', is written over a faint, light-colored background.

Digitally signed by Line  
Robert  
Date: 2022.02.22 11:13:58  
-08'00'

Line Robert  
Chief Executive Officer



## Supporting Business Owners during Uncertain Times

In February 2021, we launched the Rural Business and Community Recovery Program (now known as the [RECOVER Program](#)) with funding from the Province of British Columbia.

As communities and regional and sub-regional initiatives gain momentum, we're checking in with the names behind the job titles -- the people working to help strengthen business and community economic recovery and resilience across our Island and Coastal areas.

For this installment of VOICES, we meet Community Futures Central Island Business Coaches, Katharine Chernyak and Robert Regner. Both have a wealth of experience to draw on while providing direct, one-on-one, recovery-focused advisory services.

\*\*\*

### **VOICES**



# **Katharine Chernyak & Robert Regner, Community Futures Central Island *Business Coaches***

## ***Katharine:***

“Coming into this position I was aware that many businesses were in dire straits, not realizing so many grants and loans were available to them. My role has been to reach out to businesses and to help them get a solid foothold back in the industry and build up sustainable resilience.

The main challenges I’ve seen revolve around business fundamentals. The most astounding issue, for me, has been financial management issues, including budgeting and proper planning. So many businesses have been scrambling and are unable to prioritize what needs to be done. Time management is another issue, as owners typically wear many different hats – sometimes all the hats! Teaching them to focus on value-added activities, including prioritizing tasks and making time allocations for business strategy and growth is essential. And finally, marketing strategy is an area needing support. Many businesses have no marketing services, budget, or plan.

I’ve been working one-on-one with multiple businesses simultaneously and the feedback so far has been very good. It’s rewarding to see the progress – this can be from simple things like an owner holding themselves accountable to tasks to much bigger things like creating a business or strategic plan. One client who’s a healthcare professional initially told me that her marketing approach was to just ‘throw spaghetti at the wall and see what sticks’. Together, we worked on how to measure exactly what was working and how well. The result is that her cash flow is not as strained and she has a clear return on investment that makes sense moving forward.

It’s important, in this role, for me to take a holistic look at a business because many of the issues businesses are facing are interconnected.

Throughout the last year and a half, businesses have had no choice but to fight, flight, or freeze. I believe a lot of the challenges facing business were present there before – the pandemic just brought them to light. People have been forced to open their eyes or they’re not going to make it. My job has been to make sure businesses have resiliency; that they have business plans in place; they are protected from any disruptions, and they can continue to grow and develop in sustainable ways.”

**Rob:**

“The intrinsic reward has been huge for me – helping businesses adapt and working with leaders as they grow. One of the main challenges that I see small & medium-sized business owners (SMBO) facing is time management. Many owners have been so busy working IN their business that they don’t get or take time to work ON their business – in particular, to assess their vision, mission, or strategic plans. As a result, part of my work has been to help SMBOs revisit their business plans – and recognize the importance of doing so.

Financial literacy is also a common challenge that many SMBOs are seeking help with. While accountants and bookkeepers assist in preparing financial statements, business owners want and need a baseline understanding of what their financials are telling them. SMBOs are not alone if they don’t have a good grasp on this, as it’s not something commonly taught or learned. There is a tremendous opportunity to help here.

Many businesses have fought very hard to get to this point and find themselves in panic or freeze mode since the pandemic. Some need to pivot sales, enter new markets, and engage in creative thought. Having open conversations with them gives them permission to release this creativity. Owners know what to do, they just need the time and space to enter the creative thinking process.

I’m actively engaged with multiple companies right now in manufacturing, hospitality and tourism, retail, and trade. With many of them, we’ve been working on building strategic planning road maps. Owners might have clarity in their heads but getting it out onto paper and, where appropriate, communicated to staff is highly beneficial. It can be exciting and a real confidence builder for SMBOs and their teams.

Succession planning is also an important area being focused on with some business owners. Some have no idea how to set their business up for a successful transition in the future. Early planning and exploring options are beneficial and often found to be rewarding for many business owners.

My role as a coach can best be described as being a thought partner. I’m not here to tell business owners what to do. I’m here to constructively and respectfully challenge the status quo by asking the hard questions. I try to take my clients on a learning journey where they can learn and understand what better looks like for their business and develop a plan to get there. It’s

empowering for them to adopt a perspective as to what success looks like for them and where they can celebrate even the small successes.

Even in the darkest moments, there are opportunities to be had. Particularly throughout the pandemic, people have been forced to honestly assess their businesses. This is important because owners are the real experts of their own businesses. Most do want better and are going to take advantage of all the opportunities presented.”

###

*Katharine and Rob both started as part-time Business Coaches in early June 2021. Katharine has more than 25 years of experience as both a business owner and manager. Rob has worn multiple business hats over the past two and a half decades, both nationally and abroad, and across various industries.*

###

**To read the full list of approved RECOVER projects, visit our website [here](#).**

*We gratefully acknowledge the financial support of the Province of British Columbia through the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.*



Building a diverse and sustainable economy.



## **GANGES VILLAGE MURAL TOUR PROJECT TO BOOST VISITOR TRAFFIC**

### ***Downtown area will benefit from souped-up surfaces***

COURTENAY, 1 March 2022 – Four destination mural art installations will enliven a section of Ganges Village on Salt Spring Island, and serve as the focal point of a new public art walking tour, with funding support from the THRIVE Small Capital Program.

The local Chamber of Commerce and Salt Spring Arts Council have partnered to implement a beautification project that will help add to the ‘zing that is Salt Spring’ by exposing visitors to the many, less-visited shops and cafes located on smaller side streets that feed into Ganges’s popular downtown waterfront area.

“The THRIVE program was developed to support exactly this kind of collaborative, concept-driven project,” says ICET Board Chair Aaron Stone. “Innovative, tourism-focused initiatives designed to increase traffic and vitality are fundamental to recovery and rebuilding efforts.”

The Ganges Village Economic Vibrancy Coordinator worked with community partners and business stakeholders to identify the design selection process as well as optimal locations/surfaces, including the Visitor Information Centre and its accessibility ramp, a bus shelter, and downtown buildings.

This combined public art and walking tour project will create a fantastic all-season

addition to the many experiences already offered on Salt Spring Island,” says Anthony Everett, President & CEO, Tourism Vancouver Island. “In Ganges’ compact downtown, these integrated art installations will be highly visible and generate a great deal of positive tourism attention.”

The arts council will oversee the rigorous design submission and jury selection processes. The call for proposals will invite professional Indigenous and non-Indigenous Canadian mural artists to submit concepts, based on the theme of sustainability, reciprocity and creativity. Special effort will also be made to attract art concepts from members of Salt Spring’s youth, queer, and BIPOC communities.

“Salt Spring Island is already known for its vibrant arts scene, and is home to many arts organizations, galleries, and studio tours, as well as a major national arts prize that attracts artists from across Canada,” explains Inga Michelson of the Salt Spring Island Chamber of Commerce. “The Ganges Village mural walking tour will facilitate stronger connectivity between these existing cultural assets.”

The THRIVE Small Capital Program was launched in late May to help stimulate and promote vitality in downtowns, Main Streets and business districts across the region. One-stop funding support of up to 100% of eligible project costs is available thanks to a collaboration with the Island Coastal Economic Trust, Tourism Vancouver Island (TVI) and the Vancouver, Coast & Mountains tourism region (managed by Destination BC).

All applications to the THRIVE Small Capital Funding Stream are now accepted on an ongoing basis until the program is fully subscribed.

For more information on the THRIVE Small Capital Funding Stream, please visit our website: [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

###

### **About the Island Coastal Economic Trust**

Created and capitalized by the Province of BC in 2006, the Island Coastal

Economic Trust (ICET) mission is to create a more diverse and globally competitive Island and Coastal economy. In partnership with local and regional governments, non-profits and Indigenous communities, ICET serves over half a million residents. Funding and support for economic infrastructure and other economic diversification initiatives is delivered through a unique community centered decision-making process. Since inception, ICET has approved more than \$55 million in funding for over 280 initiatives. These investments have leveraged over \$270 million in new investment into the region creating more than 2600 construction phase jobs and 2750 long-term permanent jobs.

**For further information:**

[Hilary Muth](#), Communications Coordinator

Island Coastal Economic Trust

Tel. 250-871-7797 (Ext. 228)

---

February 22, 2022

Email: [Richard.cannings@parl.gc.ca](mailto:Richard.cannings@parl.gc.ca)

Mr. Richard Cannings, MP  
South Okanagan-West Kootenay  
House of Commons  
Ottawa, ON K1A 0A6

Dear Mr. Cannings:

**Re: BC Wildfires Petition – Letter of Support**

---

At the February 14, 2022 Regular meeting Oliver Council resolved to support the BC Wildfires Petition originally from the District of Lillooet, and to further request our Member of Parliament to present this letter to the Clerk of Petitions and upon receiving certification, to the House of Commons.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

The Town of Oliver supports the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the Town of Oliver calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

...2/

Page 2  
February 22, 2022

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

On behalf of Council, thank you for your consideration of this request.

Yours truly,

A handwritten signature in black ink, appearing to read 'MJ', with a long horizontal flourish extending to the right.

Martin Johansen  
Mayor

cc Council  
Councils of BC Communities



**District of Lillooet**

615 Main Street, PO Box 610, Lillooet, BC V0K 1V0

**Tel:** 250-256-4289 **Fax:** 250-256-4288

🌐 [Lillooet.ca](http://Lillooet.ca) ✉ [info@lillooet.ca](mailto:info@lillooet.ca)

December 15, 2021

File #: 0400-20

*Via email:* [brad.vis@parl.gc.ca](mailto:brad.vis@parl.gc.ca)

Brad Vis, MP for Mission-Matsqui-Fraser Canyon  
House of Commons  
Ottawa, Ontario K1A 0A6

**To:** Mr. Brad Vis:

**RE:** **BC Wildfires Petition**

---

The District of Lillooet (the "District") Councillor Laurie Hopfl has taken part in conversations with many stakeholders across our community regarding the needed changes to protect BC forests and every living thing in them.

On December 7, 2021, Councillor Hopfl made a notice of motion at the District Regular Council Meeting and sought Council support for a call to action as outlined in a petition, "BC Wildfires" that was signed by 46 Lillooet area residents.

The BC Wildfires petition, enclosed with this correspondence, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We believe that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Lillooet calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working and to re-evaluate and change those that are not.

As such, the District Council passed resolution R-235-2021:

*THAT Mayor and Council accept the petition "BC Wildfires" for information;*

*AND THAT the petition be provided to the House of Commons and that MP Brad Vis may address the petition there;*

*AND THAT staff write a letter on behalf of Mayor and Council that reiterates and supports the points in the petition;*

*AND FURTHER THAT the letter be sent to the MLA, MP, and all Councils of BC communities.*

We respectfully request that you present the BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

We invite other BC communities to adopt similar resolutions and join our efforts to bring about change in BC.

On behalf of Council, thank you for your consideration of this request.

Sincerely,



Mayor Peter Busse  
District of Lillooet

cc: All UBCM Member Local Governments  
Jackie Tegart, MLA for Fraser-Nicola  
encl. BC Wildfires petition



**mapleridge.ca**

February 28, 2022

Honourable Minister Adrian Dix  
Minister of Health  
PO Box 9050 Stn Prov Govt  
Victoria, BC V8W 9E2  
Sent via email: [HLTH.Minister@gov.bc.ca](mailto:HLTH.Minister@gov.bc.ca)

Dear Minister Dix,

At their February 22, 2022 regular meeting, Maple Ridge Council considered the impact that restricted access to health and fitness facilities can have on a person's mental health and sense of well-being, and passed the following resolution:

WHEREAS the City of Maple Ridge recognizes the negative impact on mental health caused by social isolation during the Covid-19 pandemic and the mental and physical benefits of recreation for our citizens;

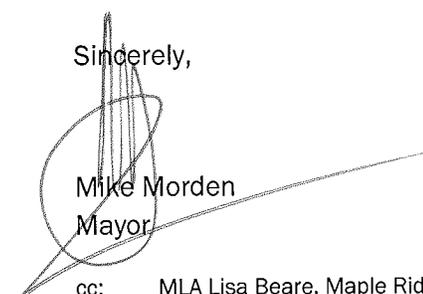
THEREFORE BE IT RESOLVED that the Mayor request the provincial Minister of Health allow all individuals access to civic recreation facilities paid for and maintained by their tax dollars without restrictions in order to minimize social isolation and promote positive mental health, with a carbon copy to the UBCM and other BC Municipalities.

In April-May 2021 the Province conducted a survey asking British Columbians about the impact COVID- 19 has had on their lives. Of the 394,382 respondents, nearly 47% said they had seen their mental health worsen due to the pandemic.

The programs delivered at our public facilities reduce isolation, promote community pride, increase self-esteem, build connected communities and strengthen family bonds.

Since the onset of COVID-19, the City has supported and followed all public health orders and WorkSafe BC requirements to ensure our civic facilities remain safe. With the recent lifting of many capacity restrictions and the acknowledgement that recreation contributes to ones mental and physical health we ask that public facilities be open to all citizens to allow equal opportunity to recreate.

Sincerely,



Mike Morden  
Mayor

cc: MLA Lisa Beare, Maple Ridge – Pitt Meadows  
MLA Bob D'Eith, Maple Ridge – Mission  
Union of BC Municipalities  
Maple Ridge City Council

**OFFICE OF THE MAYOR**

11995 Haney Place, Maple Ridge, BC V2X 6A9, Canada | Tel: 604-463-5221 | Fax: 604-467-7329 | [mapleridge.ca](http://mapleridge.ca)  
[enquiries@mapleridge.ca](mailto:enquiries@mapleridge.ca)

Doc #3019420



## REQUEST FOR DECISION

**To:** ACRD Board of Directors  
**From:** Heather Zenner, Protective Services Manager  
**Meeting Date:** March 9, 2022  
**Subject:** Alberni Valley Evacuation Route Plan

---

### Recommendation:

***THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni Valley Evacuation Route Plan.***

### Desired Outcome:

To adopt the Alberni Valley Evacuation Route Plan.

### Background:

The Alberni-Clayoquot Regional District, City of Port Alberni, Tseshaht First Nation and Hupacasath First Nation jointly received a grant from the Union of BC Municipalities (UBCM) for the Evacuation Route Planning project. ACRD hired Calian Ltd to develop the Alberni Valley Evacuation Route Plan. Calian conducted 26 meetings with organizations and landowners across the Alberni Valley. Community Engagement sessions were held in-person in the City of Port Alberni, Beaufort Electoral Area, Sproat Lake Electoral Area, and online within the Hupacasath First Nation community, and the Tseshaht First Nation community. Additionally, an online survey garnered 399 responses from community members who provided their input on evacuations.

The plan will be utilized by Emergency Operations Centre staff and emergency agencies to plan evacuations in conjunction with the Alberni Valley Emergency Plan. The evacuation route plan takes an all-hazards approach; however, consideration to the hazard landscape of the Alberni Valley was recognized. The plan identifies roles and responsibilities of local and regional stakeholders who may contribute to an effective evacuation. The plan also clearly identifies the process to issue evacuation alerts, orders, and rescindments. The plan has been developed with vulnerable populations in mind and has identified strategies to provide support in an evacuation.

The plan is broken down by jurisdiction (First Nation or Local Government), and then into geographic zones. Each zone describes the population, potential evacuation routes, identifies issues or pinch points with evacuation routes and mitigation strategies, and identifies critical infrastructure. Options and resources for marine and air evacuations have also been identified.

As part of this project, an Evacuation Tabletop Exercise occurred on February 4<sup>th</sup> with 14 different agencies participating in a tsunami focused scenario. This exercise tested the evacuation plan, identified improvements to the plan, and also identified further training needs.

### Next Steps:

Additional evacuation focused training will occur in 2022 to support emergency response agencies that play a role in

evacuations. The ACRD will be developing an emergency planning brochure in 2022 to support personal preparedness.

**Time Requirements – Staff & Elected Officials:**

N/A

**Financial:**

The development of the plan was completely funded through a UBCM grant.

**Strategic Plan Implications:**

This plan supports ACRD 2020-2022 Strategic Plan focus area #4 Emergency Management, in becoming adequately prepared for emergencies and disasters by coordinating our emergency planning and response activities and promoting community preparedness and resiliency. The grant also supports the Strategic Plan focus area #5, Partnership and Alignment.

**Policy or Legislation:**

The *Emergency Program Act* stipulates that local governments are responsible for Emergency Planning and Preparedness.

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

Reviewed by:   
Wendy Thomson, General Manager of Administrative Services

Approved by:   
Daniel Sailland, MBA, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** Wendy Thomson, General Manager of Administrative Services

**Meeting Date:** March 9, 2022

**Subject:** Board Remuneration & Review Committee 2022

---

### **Recommendation:**

THAT the Alberni-Clayoquot Regional District Board of Directors re-confirm the Board Remuneration Review Policy as presented and instruct staff to commence the process to appoint members to the 2022 Board Remuneration Review Committee, including putting out a call for submissions for a member at large to sit as a volunteer on the 2022 Committee.

### **Desired Outcome:**

To re-confirm the policy and procedures for reviewing remuneration, expenses and benefits for Regional District Directors and commence the process to appoint members to the 2022 Board Remuneration Review Committee.

### **Summary:**

As permitted under the *Local Government Act*, the Alberni-Clayoquot Regional District (ACRD) Board of Directors provides remuneration, expenses and benefits to Directors by bylaw. A consolidated copy of the current ACRD Board, Remuneration and Expenses Bylaw (Bylaw A1084) is attached.

### **Background:**

Every four years on election year, the ACRD Board of Directors appoints an independent committee to review remuneration, expenses and benefits provided to Regional District Directors. The attached Board Remuneration Review Policy sets out a reasonable, independent and transparent process to determine remuneration, expenses and benefit provided to Directors. As per the Policy, any amendments to the board remuneration and expenses bylaw must be done prior the general local election in October.

The Committee is made up of two previous (retired) Directors of the ACRD Board of Directors and one member at large from the region with a good understanding of local government. The ACRD puts out a call for submissions for an individual with a good understanding of local government in the region to volunteer to sit on the Committee.

Regional District staff request the ACRD Board of Directors to review and reconfirm or make amendments to the Policy and instruct staff to proceed with putting out a call for submissions. In addition, Regional District staff request Directors to give consideration of past Directors to sit on the 2022 Committee. In 2018, the following individuals participated on the Committee: Eric Russcher, Bob Cole and Don Ferster. Staff will bring back recommendations for individuals to sit on the 2022 Board Remuneration Review Committee following the call for submission process.

**Time Requirements – Staff & Elected Officials:**

Staff time will be required to organize and support this Committee including gathering and compiling comparative data from other local governments.

**Financial:**

The cost to conduct this process is covered through the General Government Services budget. Committee members sit as volunteers and are not remunerated, they are reimbursed for travel expenses.

**Strategic Plan Implications:**

n/a

**Policy or Legislation:**

The *Local Government Act* and ACRD Board Remuneration Review 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

### Bylaw No. A1084

#### A Bylaw to Provide for Board Member Remuneration, Expenses and Benefits

---

#### CONSOLIDATED FOR CONVENIENCE ONLY DATE

The amendment bylaw(s) listed below have been incorporated into *Bylaw No. A1084, Board Remuneration, Expenses and Benefits* for convenience purposes only. Persons making use of the consolidated version of Bylaw No. A1084 are advised that it is not a legal document and that for the purpose of interpreting and applying the law, the original bylaw(s) must be consulted. Certified copies of original bylaws are available through the Corporate Officer.

AMENDMENT BYLAW	EFFECTIVE DATE
Board Remuneration, Expenses and Benefits Bylaw Amendment No. A1084-1, 2018	December 12, 2018
Board Remuneration, Expenses and Benefits Bylaw Amendment No. A1084-2, 2020	October 28, 2020

Bylaw numbers appearing in the margin of this consolidated version refer to the applicable amendment bylaw.

---

**WHEREAS** the Board of the Alberni-Clayoquot Regional District, may by bylaw, provide for remuneration, expenses and benefits for Directors and Alternate Directors.

**NOW THEREFORE** the Board of the Alberni-Clayoquot Regional District, in open meeting assembled, enacts as follows:

### **Definitions**

1. In this Bylaw:
  - a. **“Director”** means a person elected or appointed as a Director to the Regional District of Alberni-Clayoquot Board, and includes alternate Directors when that alternate Director is acting in place of a Director;
  - b. **“Regional District”** means the Alberni-Clayoquot Regional District;

### **Remuneration**

2. The Remuneration for Directors is set out in Schedule “A” of this bylaw.

### **Expenses**

3. In addition to the Remuneration paid in Section 2, a Director is entitled to:
  - a. Be reimbursed for out of pocket costs or to otherwise have the Regional District pay the cost of the following:
    - i. Standard accommodation;
    - ii. Ferry fares for vehicle and driver and other passengers, if any, travelling on Regional District business;
    - iii. Taxi or shuttle bus;
    - iv. Parking;
    - v. Motor vehicle rental, including mileage and insurance costs;
    - vi. Air fare;
  - b. Be paid an expense allowance:
    - i. for each meal at the following per diem rates:
      - Breakfast \$20.00

- Lunch \$25.00
- Dinner \$30.00

for Vancouver, Victoria, Whistler or Kelowna, the following allowances shall be paid for each meal that is taken during the trip:

- Breakfast \$25.00
- Lunch \$30.00
- Dinner \$35.00

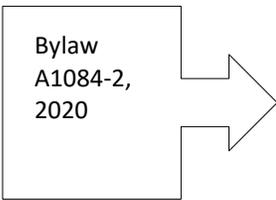
- ii. of \$20.00 per night away from home for incidental costs;
  - iii. of \$0.52 per kilometer, or the provincial government mileage rate as reviewed by staff each April, whichever is higher, for travel on paved roads and an additional \$0.20 per kilometer for travel on gravel roads where the Director provides a vehicle;
  - iv. where private lodging is used in lieu of a hotel, reimbursement of \$50 per day;
- c. Be reimbursed for long distance telephone charges for calls on Regional District business.
4. No payment will be made, under Section 2 or 3, to a Director for any costs incurred unless they were incurred in the conduct of the Regional District's affairs to attend:
- a. Regional District Board or Committee meetings;
  - b. External board, committee or commission meetings in which Directors have been appointed to sit on by the Regional District Board;
  - c. Policy Committee meeting in relation to an activated Emergency Operations Centre;
  - d. Union of BC Municipalities Convention;
  - e. Association of Vancouver Island and Coastal Communities Convention;
  - f. Any other meeting, convention or seminar approved by the Regional District Board;
  - g. Administrative tribunal or court proceeding;
  - h. Public Hearings

5. Notwithstanding Section 4, the Chairperson of the Board of Directors may authorize any Director or the Chairperson to attend any meeting related to Regional District business without prior approval of the Board of Directors and shall be entitled to payments under Section 2 and 3. The Chairperson shall report the meeting and purpose to the Chief Administrative Officer and the Regional District Board at the next regular meeting.
6. The Regional District will not reimburse travel and expenses for Director's spouses at conferences and conventions and will not pay for partners programs at AVICC, UBCM or any other conference and conventions.

### **Expense Submissions**

7. Directors must submit expense claims within 60 days of incurring the expense. No claims for the previous year will be accepted after January 31<sup>st</sup> of each year.
8. Expense claims **must** be supported by all appropriate receipts.
9. The finance department's role in reviewing claims is to verify the amounts in accordance with this bylaw. Any issues, discrepancies or conflict in interpretation shall be referred to the Chairperson together with the Chief Administrative Officer for review and adjudication. If the matter is not resolved to the satisfaction of the Director, the matter will be referred to the Board of Directors.
10. The Remuneration payable under section 2 and 3 of this bylaw shall be paid biweekly through the Regional District payroll system.

Bylaw  
A1084-2,  
2020



### **No Double Dipping**

11. In no case will the Regional District reimburse or pay for any costs claimed by a Director where those costs have been or will be paid by any other organization.

### **Benefits**

12. Directors are, subject to insurance carrier requirements, eligible for medical, extended health, dental and group life insurance benefits for themselves and their dependents on the same basis that the Regional District provides those benefits to its employees, provided that all costs

for those benefits are paid in full by the Director.

13. The Regional District shall obtain and pay the premiums for accident insurance coverage for Directors while on Regional District business.

#### **Regional District Purchased Equipment**

14. At the end of a Director's term, all equipment purchased by the Regional District for that Director will be returned to the Regional District or be offered to that Director for a depreciated value.

#### **Future Changes to Annual Remuneration**

15. An independent review of Directors Remuneration, allowances and benefits shall be conducted every 4 years prior to the next local government election.

#### **Citation**

16. This Bylaw may be cited for all purposes as "***Board Remuneration, Expenses and Benefits Bylaw No. A1084, 2018***"

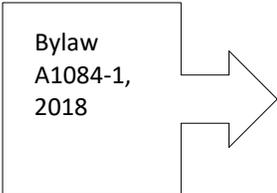
#### **Repeal**

17. Bylaw No. A1078, Board Remuneration, Expenses and Benefits Bylaw is repealed on October 31, 2018.

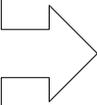
#### **Effective Date**

18. This bylaw shall come into effect on October 29, 2018.

Bylaw  
A1084-1,  
2018



Bylaw  
A1084-1,  
2018



**Schedule "A"**

1. Director Remuneration is as follows:

	<i>Effective October 29, 2018</i>
Director's Remuneration – includes 21 Board meetings & 12 Regional Hospital District meetings per year	\$7,150 per year
Director's Remuneration for attendance at additional Board meetings (above the 2 regular Board meetings)	\$176 per meeting
Electoral Areas – additional amount	\$2,860 per year
Chairperson – additional amount	\$7,150 per year
Vice-chairperson – additional amount	20% of chairperson additional amount
Directors who reside where travel to Board meetings is 60km or greater – additional amount	\$2,310 per year
Additional amount where travel to the meeting is greater than 60km	\$75 for first meeting in a day
Committee meeting or Public Hearing up to 3 hours in length	\$77 per meeting
Committee meeting or Public Hearing between 3 and 5 hours in length	\$125 per meeting
Attendance at conferences, conventions, committee meetings or Public Hearing exceeding 5 hours in length	\$176 per day
Alternate Director – attendance at Board meetings where travel to the meeting is less than 60km	\$176 per meeting
Alternate Director – attendance at Board meeting where travel to the meeting is 60km or greater	\$198 per meeting

2. The rates included in Part 1 above will be increased by the Consumer Price Index (CPI) percentage change each year on November 1. The CPI increase will be calculated as the greater of Zero (0.0%) and the percentage change of the CPI from the last two (2) years. CPI shall be defined as the Consumer Price Index for Victoria, BC, All Items, annual average, not seasonally adjusted, as published by Statistics Canada.
  
3. After the first missed Board meeting the following amount will be deducted from the Remuneration, unless the absence is excused by a resolution of the Board of Directors:
  - a. Alberni Valley Directors \$77 per meeting
  - b. West Coast Directors \$160 per meeting



Alberni-Clayoquot Regional District

## **Board Remuneration Review Policy**

Policy Issued by: Board of Directors  
Date Adopted: February 12, 2014  
Dates Amended: May 9, 2018

---

### ***Purpose***

To establish a process, which is reasonable, independent and transparent, to be used in determining the remuneration, expenses and benefits provided to Regional District Directors.

### ***Policy***

1. The Regional District provides remuneration, expenses and benefits to Directors under provisions of the *Local Government Act*.
2. The ACRD Board sets the remuneration, expenses and benefits by bylaw cited as "*Board Remuneration, Expenses and Benefits Bylaw*".
3. The *Board Remuneration, Expenses and Benefits Bylaw* is reviewed every four years on general election year. An independent "Board Remuneration Review Committee" is established by the ACRD Board to conduct the review. The Committee is to assess the workload of the Chairperson, Vice-Chairperson and Directors for the ACRD and to recommend an independent unbiased reasonable level of remuneration for members of the Board.

### ***Procedure***

1. Every four years in March of general election year, the ACRD Board will appoint three independent members to sit on a "Board Remuneration Review Committee".
2. Two of the appointed members will be previous Directors of the ACRD Board. The third will be a member at large from the region. The Regional District will put out a call for submissions for a member at large to sit as a volunteer on the Committee. The ACRD Board will review the submissions and select an individual with a good understanding of local government in the region.
3. As per the Terms of Reference below, the Board Remuneration Review Committee will prepare recommendations for the Board's consideration on or before the end of July in the year of the general election.

4. Recommendations on remuneration, expenses and benefits accepted by the ACRD Board will be set by bylaw and will come into effect in December following the general election.

### ***Committee Terms of Reference***

The Board Remuneration Review Committee will undertake the following:

- Review all existing indemnities, expenses and benefits as per the current Bylaw;
- Review comparative rates and formats for other Regional District Boards;
- Consider the workload required, expected and undertaken by members of the Board;
- Consider processes for approval;
- Consider the different roles, members and appointments and how they should be resourced;
- Interview all current Directors to identify issues/ideas;
- Consider Chairperson and Vice-Chairperson's authority to attend meetings, ceremonies, community events etc. on behalf of the Regional District without prior approval from the Regional District Board;
- Consider any other pertinent data relating to indemnities;
- Consider applicable policies for attendance at conferences, workshops;
- Recommend any formula which may provide a reasonable basis for establishing remuneration on an ongoing basis;
- The Committee may call upon the Chief Administrative Officer, Manager of Administrative Services or Manager of Finance as resource persons;
- Consider compensation for Directors' role in the event of an emergency;



## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** Wendy Thomson, General Manager of Administrative Services

**Meeting Date:** March 9, 2022

**Subject:** 2022 Federation of Canadian Municipalities Convention, June 2-5, 2022

---

### **Recommendation:**

THAT the Alberni-Clayoquot Regional District Board of Directors authorize up to four Directors to attend the virtual Federation of Canadian Municipalities Conference and Trade Show, June 2 – 5, 2022.

### **Desired Outcome:**

To authorize up to four Directors to attend 2022 Federation of Canadian Municipalities (FCM) Annual Conference & Trade Show virtually, June 2<sup>nd</sup> to 5<sup>th</sup>.

### **Summary:**

The Alberni-Clayoquot Regional District (ACRD) is a long-standing member of FCM. The annual membership enables ACRD members, including municipal and treaty first nation Directors, to register for the annual conference. FCM represents the interests of municipalities and local governments on policy, advocacy and program matters that fall within federal jurisdiction. FCM brings local priorities to the national agenda. Together, FCM members have secured historic federal investments in infrastructure, housing, rural broadband and more. One of the benefits of membership is a reduced registration rate for the annual convention.

### **Background:**

The 2022 FCM Annual Conference & Trade Show will be held June 2 – 5<sup>th</sup> in Regina. Participants have the option to participate electronically or in-person (hybrid). The FCM Conference is open to municipal, provincial, federal and territorial government elected officials and staff as well as other affiliate members and partners. This year's theme is "Together for Recovery".

In 2021, the ACRD Board of Directors authorized up to 4 Directors to attend the conference which was held virtually. Prior to the COVID pandemic, the Conference was held in locations throughout Canada. In previous years, the ACRD Board of Directors has cost shared 50% of the registration fees, travel and accommodation expenses with the municipalities for the Mayor's attendance at the Conference. The municipal Mayor's would lobby on behalf of the Region and report back to the ACRD Board of Directors on the event.

Regional District staff recommend the ACRD Board of Directors authorize up to 4 Directors to attend the 2022 conference virtually, the same as last year. Attending the event virtually provides the opportunity for more Directors to attend with reduced registration fees and no travel expenses. The online event platform will feature shorter interactive workshops, motivational speakers and innovations. Event topics include creating better video messaging, protecting your community from climate extremes, housing innovation and partnership, practical pathways to local reconciliation, dealing with cyberbullying online and much more. Visit the FCM website for further information <https://fcm.ca/en/events-training/conferences/annual-conference-and-trade-show/program>

As per the Board Remuneration and Expenses Bylaw, in order for Directors to attend the conference and be remunerated, a Board resolution is required prior to registration.

**Time Requirements – Staff & Elected Officials:**

Directors’ attendance at the 4-day conference.

**Financial:**

The cost for Directors to register and participate in the conference is covered through the General Government Services budget.

The registration fee for FCM members for the conference is as follows:

Registration type	In-person*	In-person*	Virtual**
<b>MEMBER</b>	<b>Early Bird (February 14 to April 22)</b>	<b>Regular (After April 22)</b>	<b>Anytime</b>
Municipal / Affiliate  • Elected official or staff	\$895	\$1,055	\$480

The cost including registration and remuneration per Director to attend virtually is approximately \$1,200.00 for a total of \$4,800.00.

**Strategic Plan Implications:**

n/a

**Policy or Legislation:**

Bylaw A1084, A1084-1, A1084-2, Board Remuneration & Expenses applies.

**Options Considered:**

- a. Approve two Directors attending virtually for a cost of \$2,400.00
- b. Approve one Director attending in-person at an approximate cost of \$3,100.00 including registration, flight, hotel, travel and remuneration.

- c. Approve sharing 50% of the costs for the Mayors’ from the District of Tofino, District of Ucluelet and City of Port Alberni to attend the 2022 Federation of Canadian Municipalities Conference in Regina, June 2<sup>nd</sup> – 5<sup>th</sup> including registration, travel and accommodation. The ACRD’s portion would be approximately \$2,500.00.

*Wendy Thomson*

Submitted by:

\_\_\_\_\_  
Wendy Thomson, General Manager of Administrative Services

*Daniel Sailland*

Approved by:

\_\_\_\_\_  
Daniel Sailland, MBA, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** West Coast Committee/  
Mark Fortune, Airport Manager

**Meeting Date:** March 9, 2022

**Subject:** CYAZ Long Beach Airport Terminal Building Development Plan

---

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Airport Terminal Building Development Plan for the Long Beach Airport.***

**Summary:**

On March 2, 2022, the West Coast Committee supported the creation of an Airport Terminal Building Development Plan for the Long Beach Airport and passed the above resolution. As detailed in the attached report, scheduled passenger service at the Long Beach Airport has resulted in passenger volumes above the carrying capacity of the current terminal building and a long-term plan is required to ensure effective planning and management of this critical transportation hub. Staff have secured funding to complete a comprehensive Airport Terminal Building (ATB) Development Plan to address the current operational challenges and assist in obtaining future grant opportunities.

Submitted by: Mark Fortune  
Mark Fortune, Airport Manager

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:** West Coast Committee

**From:** Mark Fortune, Airport Manager  
Jenny Brunn, General Manager of Community Services

**Meeting Date:** March 2, 2022

**Subject:** CYAZ Long Beach Airport Terminal Building Development Plan

### Recommendation:

***THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Airport Terminal Building Development Plan for the Long Beach Airport.***

### Summary:

Scheduled passenger service at the Long Beach Airport has resulted in passenger volumes above the carrying capacity of the current terminal building. A long-term plan is required to ensure effective planning and management of this critical transportation hub. Staff have secured funding to complete a comprehensive Airport Terminal Building (ATB) Development Plan to address the current operational challenges and assist in obtaining future grant opportunities.

### Background:

The Airport Terminal Building (ATB) at Long Beach was built in 2009 with insurance money that was allocated by a loss of the former BC Hydro storage facility on airport lands. The facility design and capacity was constrained by the funding available, resulting in a relatively small building that is only capable of serving small scale commercial commuter air traffic typically carrying seven passengers or less. Terminal upgrades in 2017/18 included an increased baggage facility as well as a doubling of the parking lot capacity. The addition of an airside gate and lead in lines were also added as part of the 2019 ACAP Apron and Taxiway rehabilitation program.

In 2018, the Long Beach Airport secured a scheduled Regional Air Carrier for the West Coast. This carrier, Pacific Coastal Airlines, has since operated scheduled passenger service from LBA / CYAZ, to Vancouver / YVR with aircraft capacity ranging from 19 to 34 passengers. In 2018, it became apparent to staff that the terminal carrying capacity and flow were not designed to meet this influx of new passengers, as shown in the table below:

Calendar Year	Total Aircraft Movements	Pacific Coastal Airlines ARR/DEP Passengers Numbers
2018	5,681	12,981
2019	5,615	16,512
2020	4,495 (COVID)	4,191
2021	6,193 (COVID)	6,063

The impacts from having scheduled passenger service has created a number of challenges in the terminal building for current and future projected demands including:

- Physical layout of the structure
  - Lack of capacity to handle inbound and outbound passenger capacity
  - Single entrance and exit contributes to internal congestion

- Inadequate space to accommodate new/future carrier operation
- Insufficient room to accommodate current and future car agencies
- Congestion issues with available ATB location and fuel depot location
- Insufficient passenger carrying capacity of building during current peak operations
  - Pacific Coastal Airlines are the only scheduled operator with one route. Prior to COVID, secondary routes and carriers were proposed but we currently do not have the capacity to entertain them.
  - The building requires two entrances (departures and arrivals) to function properly
- Lack of adequate seating capacity
- Lack of food services
  - Weather delays are common with passenger hold up to 6 hours at a time
- Lack of bathroom capacity
  - Bathroom and septic system are over capacity during peak travel months
- Lack of baggage handling capacity for both in and outbound traffic
  - Current lay out does not permit inbound baggage dispersal without affecting outbound passengers
  - Baggage services need to be arranged as per a departure and arrival system as noted above
- No ability to upgrade the current ATB to Canadian Air Transport Security Authority (CATSA) requirements
  - This will involve future domestic and international fights that will be possible from this tourist destination in future years
- Groundside arrivals and departures procedures (Parking lot area) do not exist. A total rework of the current arrival / departure and parking lot area is required ASAP.
- Lack of pilot services for flight planning and holding
- Lack of covered space to shield patrons from inclement weather
- The current facility does not show well as a gateway to the West Coast and currently does not have the ability to expand to support the communities it serves

In 2020, with the beginning of the COVID pandemic, there was a reduction in air traffic and passenger counts. However, this also resulted in reduced terminal capacity (from 100 to 20) which exaggerated the situation and resulted in the need for outdoor passenger staging areas. Departing passengers were retained in the ATB while arriving passengers were directed into the parking lot area between the ATB and maintenance building. Baggage was dispersed at this parking lot area as well. Late 2021 has seen a return to pre-covid passenger counts with significant projected growth for 2022 that will surpass pre-COVID and future years.

As the passenger counts at the terminal building have exceeded current capacity, even at pre-covid capacity limits, staff are recommending that an Airport Terminal Building Development Plan be undertaken. The plan will help to understand what is required to address the current operational constraints and develop a masterplan for a phased expansion over the long term to address expected growth over the next 5, 10 and 15 years. This plan will assist in a proactive development initiative with associated cost estimates that will allow staff to pursue future grant opportunities to expand the terminal. A long-term plan is required for both the ATB and airside / groundside operations for effective procurement, planning and management of this critical transportation hub. Staff will enlist the services of a qualified airport design consultant to complete this project.

#### **Time Requirements – Staff & Elected Officials:**

A significant amount of staff time will be required to manage and participate in the ATB Development Plan as well as for coordinating and consultation with appropriate community partners throughout the process. There are a number of significant capital projects underway at the Long Beach Airport this year and additional staff resources are being considered to accomplish the work plan.

**Financial:**

Staff successfully secured a COVID 19 Regional Air Transportation Initiative (RATI) grant funding opportunity, PacifiCan, for a total contribution value of \$328,322. This funding was publicly announced on February 22, 2022. A portion of the funding was assigned to the creation of an ATB Development Plan to enhance the current terminal operation. The estimated costs for completing the plan are \$80,000. The grant funding will allow completion of this important project without additional impact on taxation.

**Strategic Plan Implications:**

This initiative supports Strategy 1.2 objective for targeted grant applications for initiatives that support economic recovery and development.

Submitted by: Mark Fortune  
Mark Fortune, Airport Manager

Submitted by: Jenny Brunn  
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:** ACRD Board of Directors

**From:** Alberni Valley and Bamfield Committee/  
Paulo Eichelberger, Solid Waste Manager

**Meeting Date:** March 9, 2022

**Subject:** Bamfield Free Tipping Fee Pilot Program

---

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors extend the Bamfield Free Tipping Fee Pilot program for another two years.***

**Summary:**

On February 24<sup>th</sup>, 2022, the Alberni Valley and Bamfield Services Committee recommended that the ACRD Board of Directors extend the Bamfield Free Tipping Fee program for another two years. As detailed in the attached report, the program objective is to limit the amount of illegal dumping, backyard burning and dumping of big items at the Bamfield transfer station, while also reducing costs to the ACRD to transport garbage to the AVL from Bamfield. To achieve this objective, the program encouraged residents to bring their waste directly to the landfill by providing vouchers for all Bamfield households, valid from October 1, 2019 to September 31, 2021. The program has seen a recent uptick in users, prompting the recommendation to extend the pilot.

Submitted by: *Paulo Eichelberger*  
Paulo Eichelberger, Solid Waste Manager

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

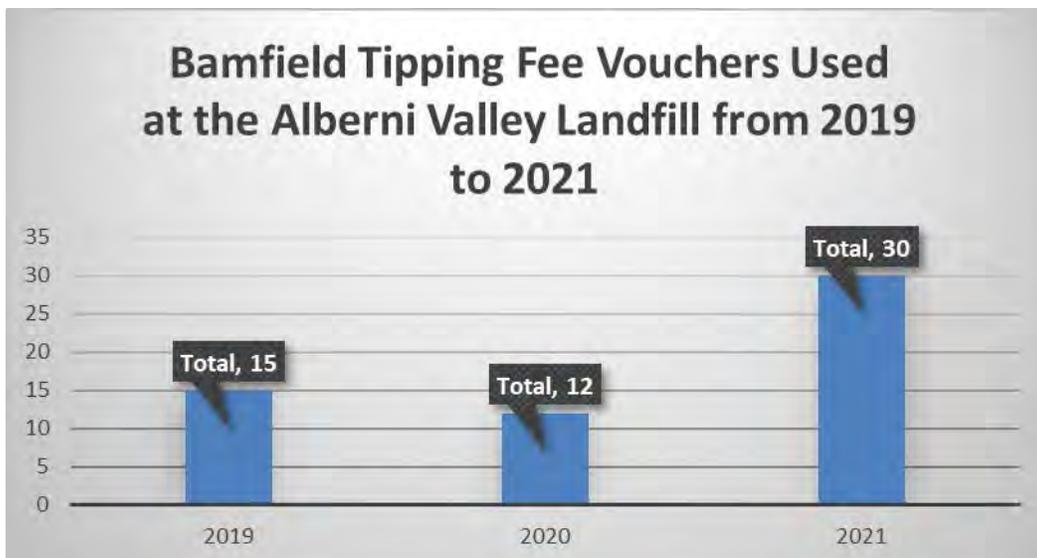
### Recommendation:

***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.***

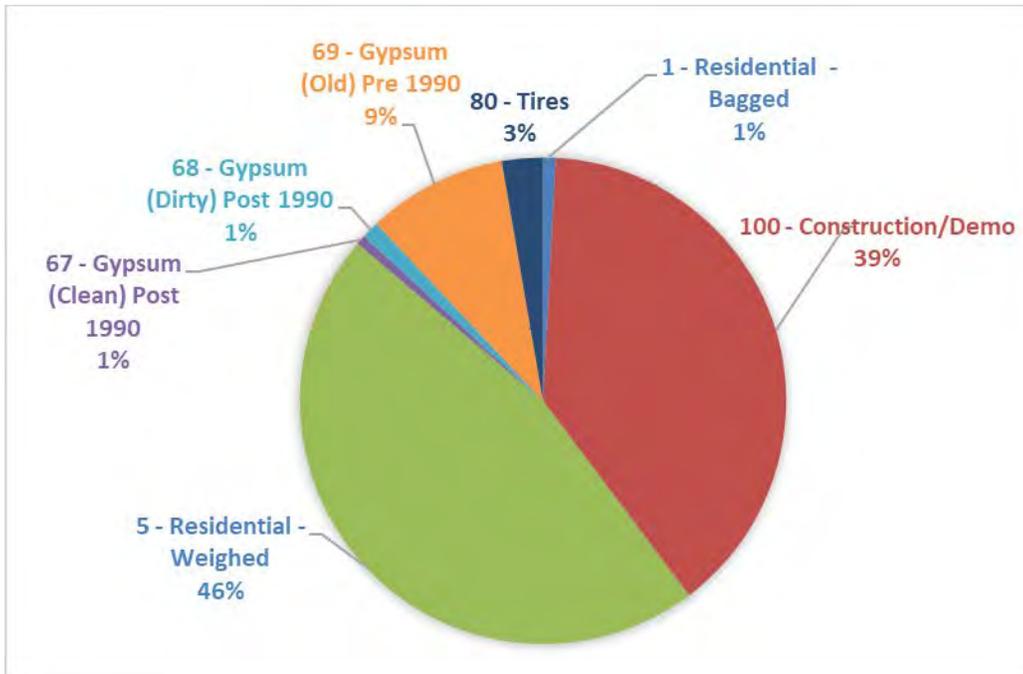
### Summary:

On September 9<sup>th</sup>, 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.



<b>Bamfield Tipping Fee Voucher Total Tonnes per Year by Material Type</b>				
	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Grand Total</b>
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
<b>Grand Total</b>	<b>2.25</b>	<b>2.22</b>	<b>5.09</b>	<b>9.56</b>



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:** ACRD Board of Directors

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

**Meeting Date:** March 9, 2022

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

---

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors do 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.***

**Summary:**

On February 24<sup>th</sup>, 2022, the Alberni Valley and Bamfield Services Committee supported the recommendation to not proceed with a proposed Alberni Valley Electoral Areas roadside three stream waste collection service and passed the above resolution. As detailed in the attached report, the recent public engagement and consultation process found a strong majority showed a clear opposition to the proposed service. The ACRD will continue its commitment and efforts towards achieving waste diversion and generation targets by focusing efforts on education and incentivizing diversion. The Solid Waste Management plan will be reviewed in late 2023 and through this process engage the public on their goals and interest in various diversion and collection options.

Submitted by: Jodie Frank  
Jodie Frank, Organics Coordinator

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:** 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](https://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](https://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](https://www.letsconnectacr.ca/electoral-areas)

### **Engagement Results**

In-person open houses were held January 25-27<sup>th</sup> from 4:30-6:30pm at the three Alberni Valley Community Centres with a total of over 100 residents in attendance. On January 26<sup>th</sup> 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.***

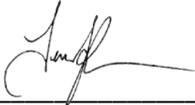
The ACRD could explore options to create a subscription-based waste collection service for AV EA residents who are interested in taking part 3-stream collection. This could include a scenario where the ACRD issues an Expression of Interest (EOI) from businesses interested in providing this service. As 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



**Sort'nGo**  
ACRD

# CONTENTS

- 1.0 EXECUTIVE SUMMARY 2
- 2.0 INTRODUCTION 3
  - 2.1 Consultation Overview 3
  - 2.2 Engagement Goals 3
  - 2.3 Engagement Strategy and Tools 4
- 3.0 CONSULTATION RESULTS 5
  - 3.1 Response Monitoring 5
  - 3.2 By the Numbers 5
  - 3.3 AREA B Consultation Results 6
  - 3.4 AREA D Consultation Results 7
  - 3.5 AREA E Consultation Results 8
  - 3.6 AREA F Consultation Results 9
- 4.0 THEMES OF FEEDBACK 10
- 5.0 CONCLUSION 12
- 6.0 NEXT STEPS 12
- APPENDICES 12

## 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

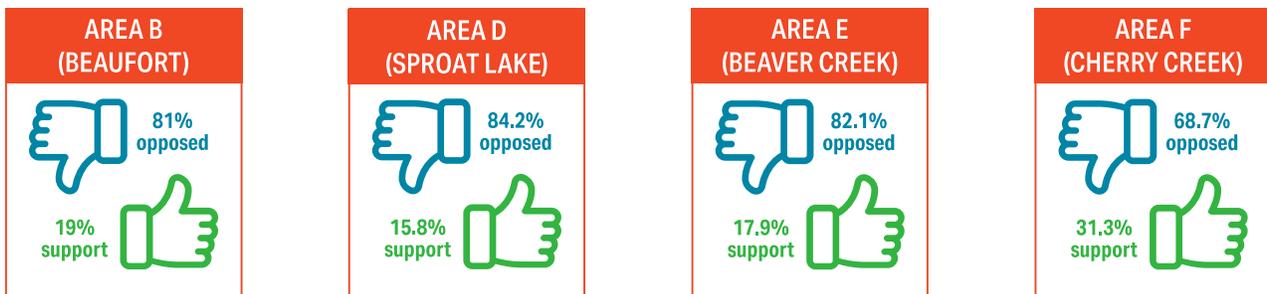
---

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](https://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](https://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**



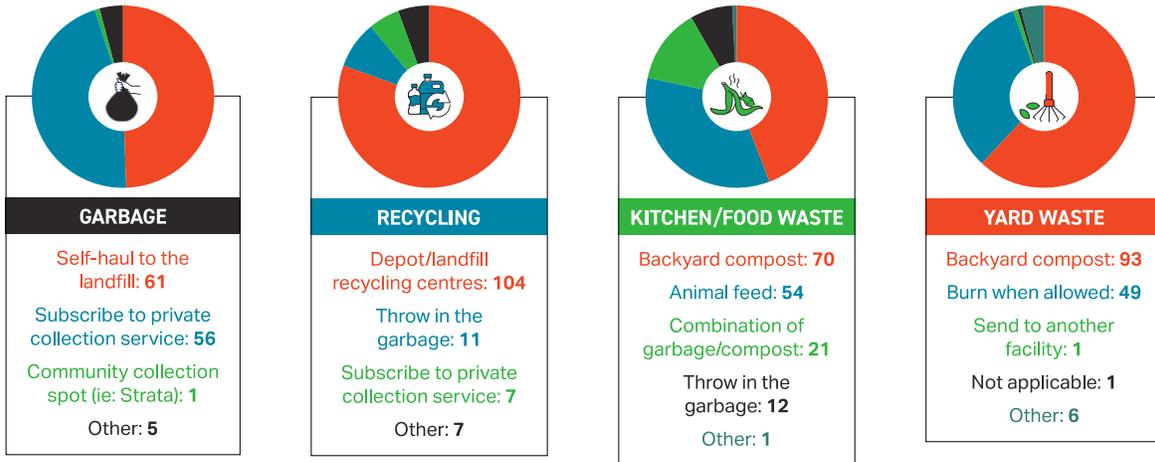
**OPEN HOUSE & INFO SESSION ATTENDEES**

### 3.3 AREA B CONSULTATION RESULTS

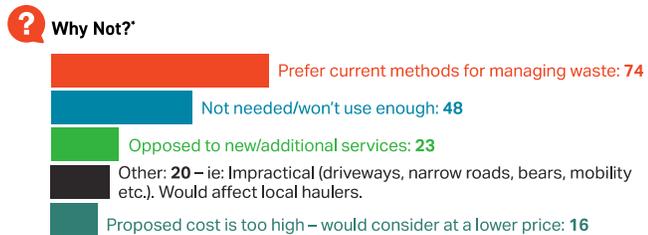
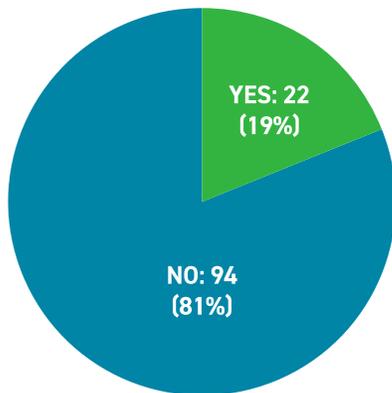
## AREA B - BEAUFORT

116 RESPONDENTS

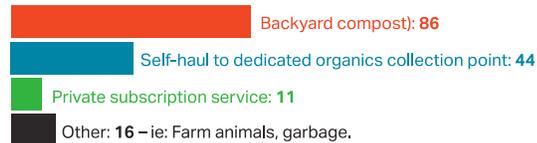
### ? WHAT DO YOU CURRENTLY DO WITH\*:



### ? 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

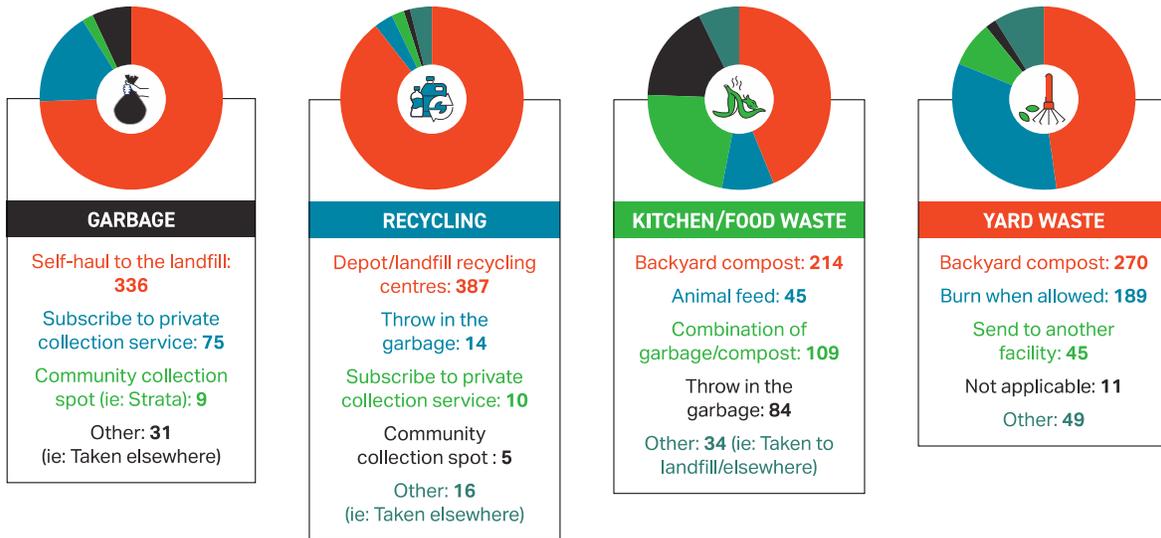
\* survey question allowed for multiple choice answers.

### 3.4 AREA D CONSULTATION RESULTS

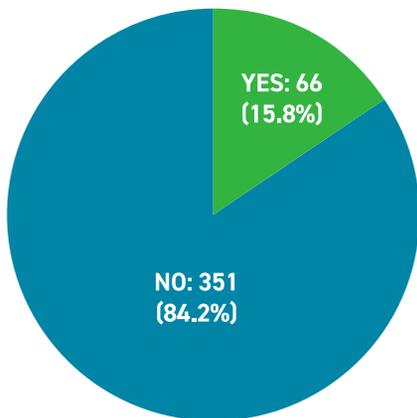
## AREA D - SPROAT LAKE

417 RESPONDENTS

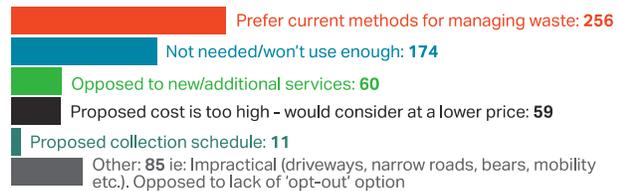
### ? WHAT DO YOU CURRENTLY DO WITH\*:



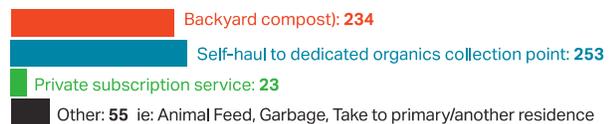
### ? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



#### ? 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

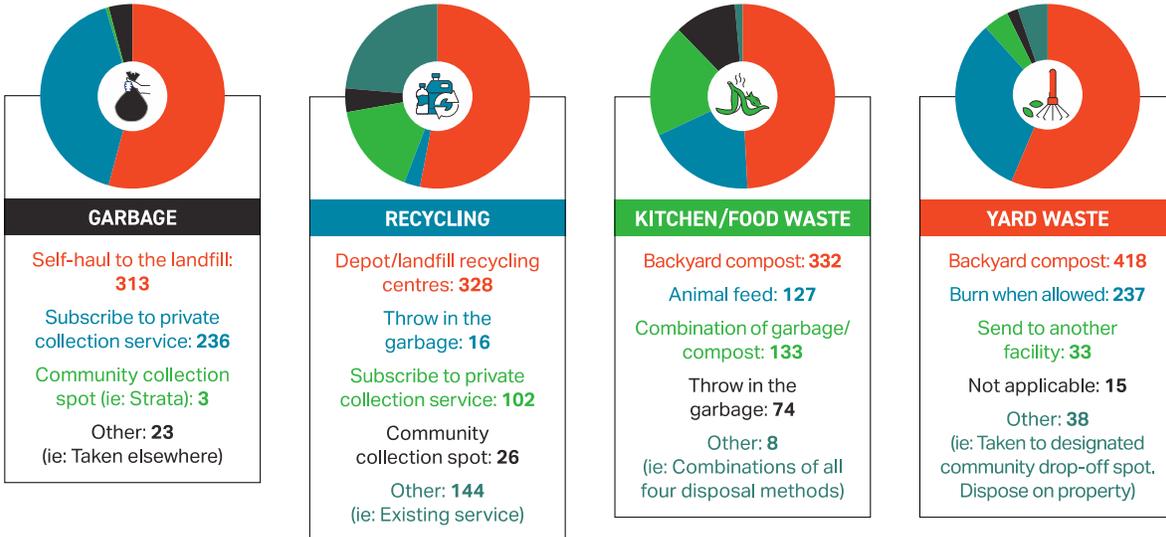
\* survey question allowed for multiple choice answers.

### 3.5 AREA E CONSULTATION RESULTS

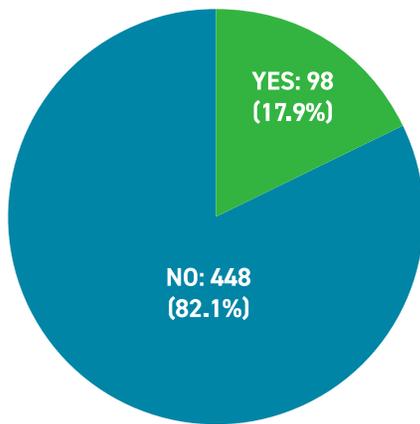
## AREA E - BEAVER CREEK

546 RESPONDENTS

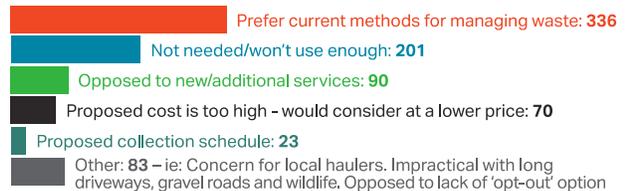
### ? WHAT DO YOU CURRENTLY DO WITH\*:



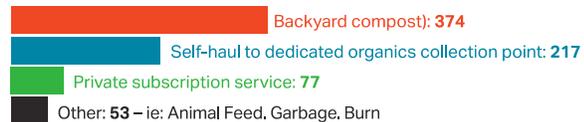
### ? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



#### ? 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

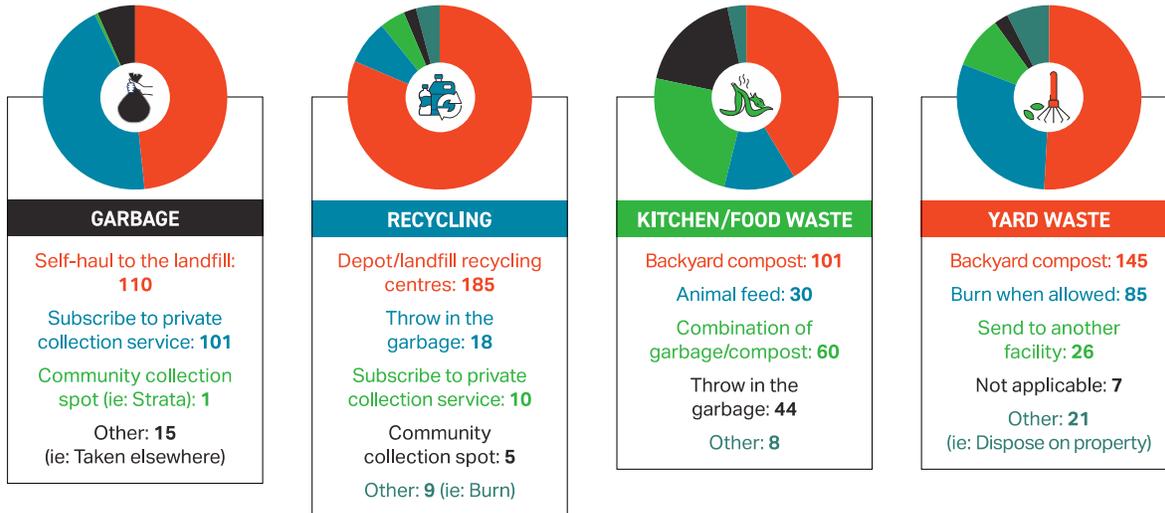
\* survey question allowed for multiple choice answers.

### 3.6 AREA F CONSULTATION RESULTS

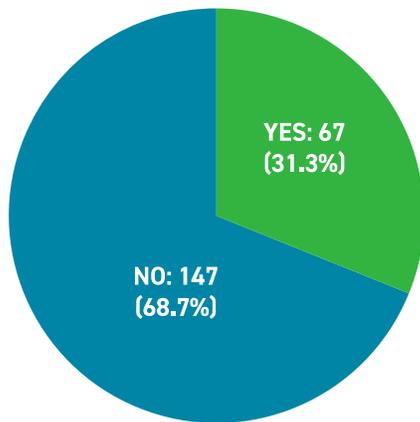
## AREA F - CHERRY CREEK

214 RESPONDENTS

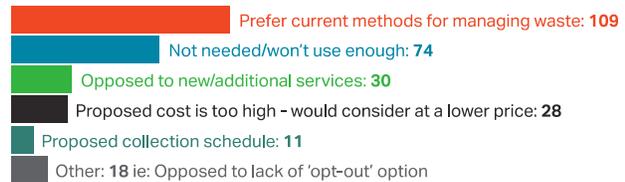
### ? WHAT DO YOU CURRENTLY DO WITH\*:



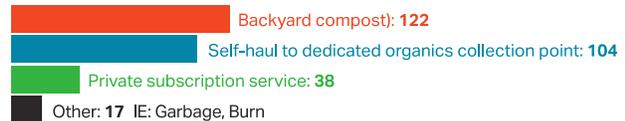
### ? ARE YOU INTERESTED IN A ROADSIDE COLLECTION SERVICE?



#### ? 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](https://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](https://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](https://letsconnectacrd.ca/sortngo-electoral-areas). If you have any questions, please call 250-736-7678 or email [sortngo@acrd.bc.ca](mailto:sortngo@acrd.bc.ca).

Sincerely,  
Jodie Frank  
Alberni-Clayoquot Regional District  
Organics Coordinator



**Alberni-Clayoquot**  
Regional District

Visit [letsconnectacrd.ca/sortngo-electoral-areas](https://letsconnectacrd.ca/sortngo-electoral-areas)    [sortngo@acrd.bc.ca](mailto: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 **Sortngo** 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.

<b>JANUARY 25</b>	<b>JANUARY 26</b>	<b>JANUARY 26</b>	<b>JANUARY 27</b>
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:**  
[letsconnectacrd.ca/sortngo-electoral-areas](https://letsconnectacrd.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 [letsconnectacrd.ca/sortngo-electoral-areas](https://letsconnectacrd.ca/sortngo-electoral-areas)    [sortngo@acrd.bc.ca](mailto:sortngo@acrd.bc.ca)    250-736-7678 (SORT)



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT  
3008- 5<sup>th</sup> 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](https://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](https://letsconnectacrd.ca/sortngo-electoral-areas).

-30-

Questions?  
Jodie Frank, ACRD Organics Coordinator  
250-736-7678 (SORT)  
[jfrank@acrd.bc.ca](mailto: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](https://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](https://letsconnectacrdr.ca/sortngo-electoral-areas) for details.

Take the survey here [bit.ly/sortngo-survey](https://bit.ly/sortngo-survey)

[letsconnectacrdr.ca/sortngo-electoral-areas](https://letsconnectacrdr.ca/sortngo-electoral-areas)  
250-736-SORT (7678) · [sortngo@acrdr.bc.ca](mailto: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...](https://bit.ly/electoral-area...)



FACEBOOK SAMPLE

Sort'nGo - ACRD Recycling & Organics  
Published by Emily Kenedy · January 10 at 9:00 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 Kenedy · 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 Kenedy · 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](https://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  
440 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/tires.



## WHAT WOULDN'T GO IN THE CARTS?

### What Stays Out ✗

- PLASTIC COMPOSTABLE BAGS
- ALUMINUM FOIL
- PET FECEs
- PLASTIC SINGLE-USE CUTLERY
- STICKERS ON PRODUCE
- 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. 20' Long / 2" Diameter

### What Stays Out ✗

- GLASS BOTTLES OR JARS
- PLASTIC BAGS/WRAPPING & FOAM PACKAGING
- HAZARDOUS WASTE
- PLASTIC STRAWS & SQUEEZE TUBES
- BOOKS
- 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, care kits, bags for water softener, salt, seed 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](mailto:sortngo@acrd.bc.ca)

250-736-SORT (7678)

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





## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** Alberni Valley and Bamfield Committee/  
Paulo Eichelberger, Solid Waste Manager

**Meeting Date:** March 9, 2022

**Subject:** VIU Landfill Monitoring Program

---

**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors extend the VIU landfill gas monitoring program for 2022.***

**Summary:**

On February 24<sup>th</sup>, 2022, the Alberni Valley and Bamfield Services Committee supported the extension of the VIU landfill gas monitoring program for an additional year at a cost of \$20,000 in 2022 and passed the above resolution. As detailed in the attached report, the program assesses 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. The next phase of the VIU project is to collect enough data to assess trends related to on-site operational changes, as well as monitor air quality both near other offsite industrial activities and the surrounding community. This data will be used to inform best practices and protect environmental and human health.

Submitted by: *Paulo Eichelberger*  
Paulo Eichelberger, Solid Waste Manager

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 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:** Board of Directors  
**From:** Teri Fong, CPA, CGA, Chief Financial Officer  
**Meeting Date:** March 9, 2022  
**Subject:** First Reading of Bylaw F1155, 2022-2026 Financial Plan

---

### Recommendation:

**That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1155, 2022 to 2026 Alberni-Clayoquot Regional District Financial Plan”.** (Prior to voting on first reading staff recommend that any other amendments be done at this time and then the directors vote on first reading as amended.)

### Background:

The Draft 2022 to 2026 Financial Plan was first presented to the Committee of the Whole on February 16, 2022. Further changes have been made to the draft plan through various committee meetings and meetings with individual Directors. In fact, a Committee of the Whole meeting will be held in the morning of March 9, 2022 and any changes to the financial plan made during that meeting will be brought forward to the Board of Directors as a late item. The updated Draft 2022 to 2026 Financial Plan is attached separately for your consideration. The financial portion of the plan forms Schedule ‘A’ of Bylaw F1155 and is attached for consideration of first reading. The plan has been developed in consultation with ACRD staff, consultants, volunteers, committees and directors. It reflects the routine operating costs of existing services and the draft 2021-2024 ACRD Strategic Plan.

### Time Requirements – Staff & Elected Officials:

A significant amount of staff and elected official time has gone into the development of this financial plan.

### Financial:

The proposed 2022-2026 ACRD Financial Plan includes a total budget for expenditures of \$27.2 million, this is an increase from the prior year of \$23.4 million. These expenditures include operating costs as well as contributions to capital funds for future or current uses. The revenue for these expenditures is a combination of surpluses from prior year, taxation, grants and sales of services. The taxation component of the plan, including both parcel tax and land and improvement requisitions, has increased by approximately \$766,000 from the prior year. When including the Regional Hospital District requisition, the overall increase is 8.91%. The impact by area is provided in the comprehensive 2022-2026 Draft Financial Plan document that is attached separately from this agenda.

This increase does not reflect what the overall property tax impact will be as there are many other components to a property tax notice depending on whether the property is located within a municipality or electoral area. The other property tax components could include taxation for the following: municipality, province, police, school district and BC Assessment.

### Policy or Legislation:

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

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





## REQUEST FOR DECISION

**To:** ACRD Board of Directors

**From:** Wendy Thomson, General Manager of Administrative Services/  
Brett Mortlock, Building Inspector

**Meeting Date:** March 9<sup>th</sup>, 2022

**Subject:** Lot 1, Plan VIP82917, District Lot 134, Alberni Land District (9598 Lakeshore Road)

---

### Recommendation:

“THAT the Alberni-Clayoquot Regional District Board of Directors resolve to direct the Regional District Corporate Officer to register a Notice on Title to LOT 1, PLAN VIP82917, DISTRICT LOT 134, ALBERNI DISTRICT, 9598 Lakeshore Road as per Section 57 of the *Community Charter*.”

### Desired Outcome:

Staff recommend a “Notice on Title” be placed on 9598 Lakeshore Road.

### Background:

ACRD staff noticed illegal construction occurring on this property. A Stop Work Order(s) was placed on three (3) different structures on the property on Nov. 14<sup>th</sup>, 2018. Building Permit applications were received for all three (3) structures, an accessory shed, an accessory garage, and a Single Family Dwelling (SFD) addition. Building staff issued building permits for the SFD addition and accessory shed. The accessory garage was built within the front yard setback(s) and therefore could not be issued without a development variance permit.

The Alberni-Clayoquot Regional District (ACRD) Board of Directors denied an application for a development variance permit at its October 9<sup>th</sup>, 2019 meeting regarding a non-conforming accessory garage structure built on the subject property without building permits.

As part of our Building Bylaw procedures, a letter was sent to property owners via registered mail following up on the Board’s final decision to deny the development variance permit on January 13<sup>th</sup>, 2021. Subsequent letters were sent on May 27<sup>th</sup>, 2021 and September 21<sup>st</sup>, 2021.

On October 26<sup>th</sup>, 2021 a letter was sent via registered mail advising the owners that the ACRD will commence with the placement of a Notice on Title on their property and will be brought forward for consideration by the ACRD Board of Directors. The letter also requested that the owners be in contact with the Regional District building department within 30 days. The owners failed to meet the Boards requests.

Further letters were sent to the property owners through registered mail on February 18<sup>th</sup> and 25<sup>th</sup> of 2022 advising the owners about the Notice on Title process and inviting them to address the Board and speak on the matter on March 9<sup>th</sup>,

2022. To date, the property owners have not contacted ACRD staff respecting this matter or to present to the ACRD Board.

**Time Requirements – Staff & Elected Officials:**

Minimal: Staff will require a resolution from the Board prior to sending the request to the Land Title & Survey Authority office to place a notice on title. Staff estimate two (2) hours per file.

**Financial:**

The Regional District will save money and time by placing a notice on title of properties with illegal or sub-code construction rather than going through the expensive and time consuming court system. This process also informs any future owners, should the property be sold, by ensuring that the details of the contravention remain registered on title.

**Strategic Plan Implications:**

Building inspection is currently part of an existing core service.

**Policy or Legislation:**

Section 56 of the *Community Charter* allows a Registered Building Official, who observes work done to a building, land or other structure without the required Building permit and / or inspection(s) or a contravention of a Regional District bylaw and/or building regulation, to request the Regional Board consider the registration of a Notice on Title.

In 2011, the ACRD Board adopted the attached Notice on Title Procedures and staff recommend that a Notice on Tile be placed on this property title.

**Options Considered:** That the Board not proceed with placing a Notice on Title in favour of exploring alternative legal action and refer to an in-camera session.

Prepared by: BM  
Brett Mortlock, RBO, RSE, Building Inspector

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

Reviewed by: Alex Dyer  
Alex Dyer, Planning Manager

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



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## TEMPORARY USE PERMIT APPLICATION

**TO:** ACRD Board of Directors

**MEETING DATE:** March 09, 2022

**TUP APPLICATION:** TUP21006

**APPLICANT:** Harbourside Lodge Bamfield Ltd. (Tom Lucas)

**LEGAL DESCRIPTION:** LOT 1 SECTION 19 TOWNSHIP 1 BARCLAY DISTRICT PLAN VIP86644

**LOCATION:** 350 Cape Beale Trail, Bamfield

**ELECTORAL AREA:** "A" Bamfield

**Applicant's Intention:** The applicant intends to construct three detached cabins on the property to be used as single family dwellings or short term vacation rentals. The cabins will have 900 square feet of floor area on the main level plus a 380 square foot upper floor area. The General Commercial (C2) District zoned property contains an existing two-storey commercial lodge structure with a +/- 3,000 square foot footprint. The property owners have applied for a temporary use permit and development permit to facilitate the proposed development.

---

**Recommendation:** *That the Board of Directors consider issuing Temporary Use Permit TUP21006 subject to neighbour notification as per Local Government Act s.494.*

---

**Advisory Planning Commission Recommendation:** The Bamfield APC considered the TUP application at a meeting held March 3<sup>rd</sup> where the APC passed a motion to support the staff recommendation.

**Procedure:** Prior to the issuance of a Temporary Use Permit, the Board must first pass a resolution to consider issuing the permit. Staff then notify neighbouring property owners and tenants and publish a notice in the newspaper to afford the public an opportunity to make written or verbal submissions to the Board. At a subsequent meeting, the Board can issue or deny the Temporary Use Permit.

### **Observations:**

**1. Property Description:** The 0.7 hectare (1.75 acre) property is located on Cape Beale Trail on the west side of Bamfield. The property has +/- 45 metres (150 feet) of waterfront on the Bamfield Inlet. There is an existing two-storey commercial lodge, bunkhouse and washroom facilities and a number of sheds located adjacent to the waterfront. The topography of the property slopes up from the low-lying bench adjacent to the waterfront where the existing improvements are located to the upper portion where the proposed cabins would be located approximately 37 metres from the Inlet on the upper bench of the property. There is an existing barge landing area and large dock structure located

### **TUP21006**

on the filled foreshore and waterfront foreshore area described as District Lot 75 forming part of the subject properties.

## 2. Services:

- (a) **Sewage Disposal:** On-site sewage disposal. There is an existing sewage outfall servicing the lodge that was permitted by the Province in 1994 for the discharge of up to 12.5 m<sup>3</sup>/day of effluent into the Bamfield Inlet. Regional District staff do not support any additional sewage discharge into the Inlet and the applicant has submitted an Island Health septic filing with a report prepared by a Registered On-site Wastewater Practitioner highlighting plans for an upland sewage disposal system to be installed on the upper bench of land adjacent to the new cabins.
- (b) **Water Supply:** Bamfield Water System. The applicant is required to apply to the ACRD Community Services department for a water connection. An assessment may be required to determine the water servicing requirements and the costs for any upgrades required to service the proposed development will be borne by the applicant.
- (c) **Fire Protection:** Bamfield Fire Department.
- (d) **Access:** The property is accessed from Cape Beale Trail. The proposed cabins would be built on the upper bench of the property closer to the road. The existing lodge is located adjacent to the waterfront accessed via a driveway that extends down to the lower bench of the property.

## 3. Existing Planning Documents Affecting the Site:

A. **Agricultural Land Reserve:** Not within the ALR.

B. **Official Community Plan:** The Bamfield OCP designates the property as Commercial Use. The objectives of the Commercial Use designation are to support flexibility in the location of commercial uses and to focus commercial development on the waterfront. Commercial Use policies include encouraging mixed uses to accommodate commercial uses that fit the character of Bamfield.

There are four Development Permit Areas (DPAs) that impact development on the property: DPA I – Riparian Areas Protection, DPA II – Natural Hazard Areas Protection, DPA III – Form and Character, and DPA IV – Coastal Protection. The proposed cottages will be located outside of the 30 metre riparian area and coastal protection area identified in DPA I and DPA IV and above the tsunami inundation zone identified in DPA II. The proposed development must comply with the requirements of DPA III – Form and Character for commercial development, which includes guidelines for the scale, shape, form and character of proposed structures, parking, landscaping, screening, signage and lighting.

***The proposed development complies with the policies and objectives of the Commercial Use designation. A development permit application is required to satisfy the guidelines of DPA III –Form and Character.***

C. **Zoning:** The property is zoned General Commercial (C2) District which permits a range of commercial uses including hotel and lodge accommodation uses. The applicant intends to build three (3) detached dwelling units on the property. For dwelling or rental accommodation units, the current zoning only permits dwellings located above the first storey of a commercial use or accommodation units within a hotel structure. The definition of hotel requires that a hotel

## TUP21006

structure include more than six sleeping units. The current zoning does not permit the construction of the three proposed 900 square foot detached dwelling units.

The proposed new Bamfield Commercial (C5) zone in the draft updated Zoning Bylaw currently under development would re-define a hotel as including a group of buildings providing accommodation, which would permit the proposed cabin development. Staff expect that the updated Zoning Bylaw will be considered by the Board over spring and summer 2022 and in order to facilitate construction of the proposed cabins while the updated Zoning Bylaw is under review, the property owner has applied for a temporary use permit to facilitate the issuance of building permits for the cabins. The applicant intends to align the construction of the proposed cabins with the regulations in the proposed C5 zone.

***The Temporary Use Permit application would allow for the construction of three (3) cabins to be used as residential dwellings or short-term vacation rental accommodation units.***

**D. Temporary Use Permits:** Under Section 493 of the *Local Government Act*, the Regional District may issue a Temporary Use Permit, by resolution, in areas designated in an Official Community Plan. A TUP may do one or more of the following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried out;
- iii. Allow and regulate the construction of buildings or structures with respect to the use for which the permit is issued.

Where a TUP is designated in an OCP, the Regional District must give notice to the public in accordance with the requirements of the *Act*, which includes notifying the neighbouring property owners and tenants, and publishing a notice in the newspaper. The permit would be valid for up to three (3) years.

It is the intention of the applicant to align the construction of the cabins with the requirements of the proposed Bamfield Commercial (C5) Zone. Staff expect that the C5 Zone in the updated Zoning Bylaw will be ready for the Board's consideration over spring and summer 2022. If the outcome of the updated Zoning Bylaw does not result in the approval of the cabins in the C5 zone, the applicant will need to pursue a site-specific rezoning application at the expiry of the TUP or remove the cabins.

**Temporary Use Permit:** Should the Board of Directors wish to support this application, the Temporary Use Permit for LOT 1 SECTION 19 TOWNSHIP 1 BARCLAY DISTRICT PLAN VIP86644 to construct three (3) cabins on the property would be subject to the following conditions, and any others, that the ACRD Board of Directors considers appropriate at the time of issuance:

1. This permit is issued to allow for the construction of three (3) detached cabins on the subject property to be used as single family dwellings or short term vacation rentals.
2. The cabins shall be limited to a maximum of 1,000 square feet of floor area on the main level.
3. The cabins shall be limited to a maximum building height of 9.14 metres (30 feet).
4. The cabins shall be located a minimum of 30 metres from the natural boundary of the Bamfield Inlet and shall be located a minimum 5 metres from the rear and side lot lines.

## TUP21006

5. The cabins may be operated as short term vacation rental units in alignment with the accommodation uses permitted under the existing General Commercial (C2) District zoning.
6. This permit is valid for three (3) years from the date of execution.
7. At the time this permit expires, the property owner may apply to the Regional District to re-issue the TUP or return the property to the uses permitted in the ACRD Zoning Bylaw.
8. The operation of the STR must be in compliance with all Provincial Health Officer orders.
9. If the conditions of this permit are not met or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

**Comments:** The applicant has engaged with staff over the course of the Zoning Bylaw Review project to discuss development plans for the property. The applicant intends to construct three (3) detached cabins on the property to compliment the existing lodge structure, however the current C2 zoning only permits hotels with a minimum of six (6) attached accommodation units or dwellings above the first storey of a commercial use.

As part of the Zoning Bylaw Review project, staff have proposed a new Bamfield Commercial (C5) zone that would allow for a range of mixed retail and accommodation commercial uses that would apply to a number of the existing commercially-zoned properties in Bamfield. The draft C5 zone would permit detached dwellings that could be utilized as permanent or seasonal residential dwelling units or utilized as short term vacation rental units in alignment with the use of the existing commercial lodge building on the property.

In order to facilitate the construction of the three cabin units over spring 2022, prior to the Board's consideration of the new C5 zone in the updated Zoning Bylaw, the applicant has applied for a temporary use permit to allow for the issuance of building permits for the proposed cabins. The TUP would allow the applicant to proceed with their construction plans in the short term while aligning with the intended future C5 zone in the updated Zoning Bylaw. If the cabins are constructed with the permission of the TUP and the Board does not adopt the updated Zoning Bylaw with the C5 zone regulations permitting detached units as proposed, the applicant will be required to apply for a site-specific rezoning or remove the cabins from the property at the expiry of the TUP.

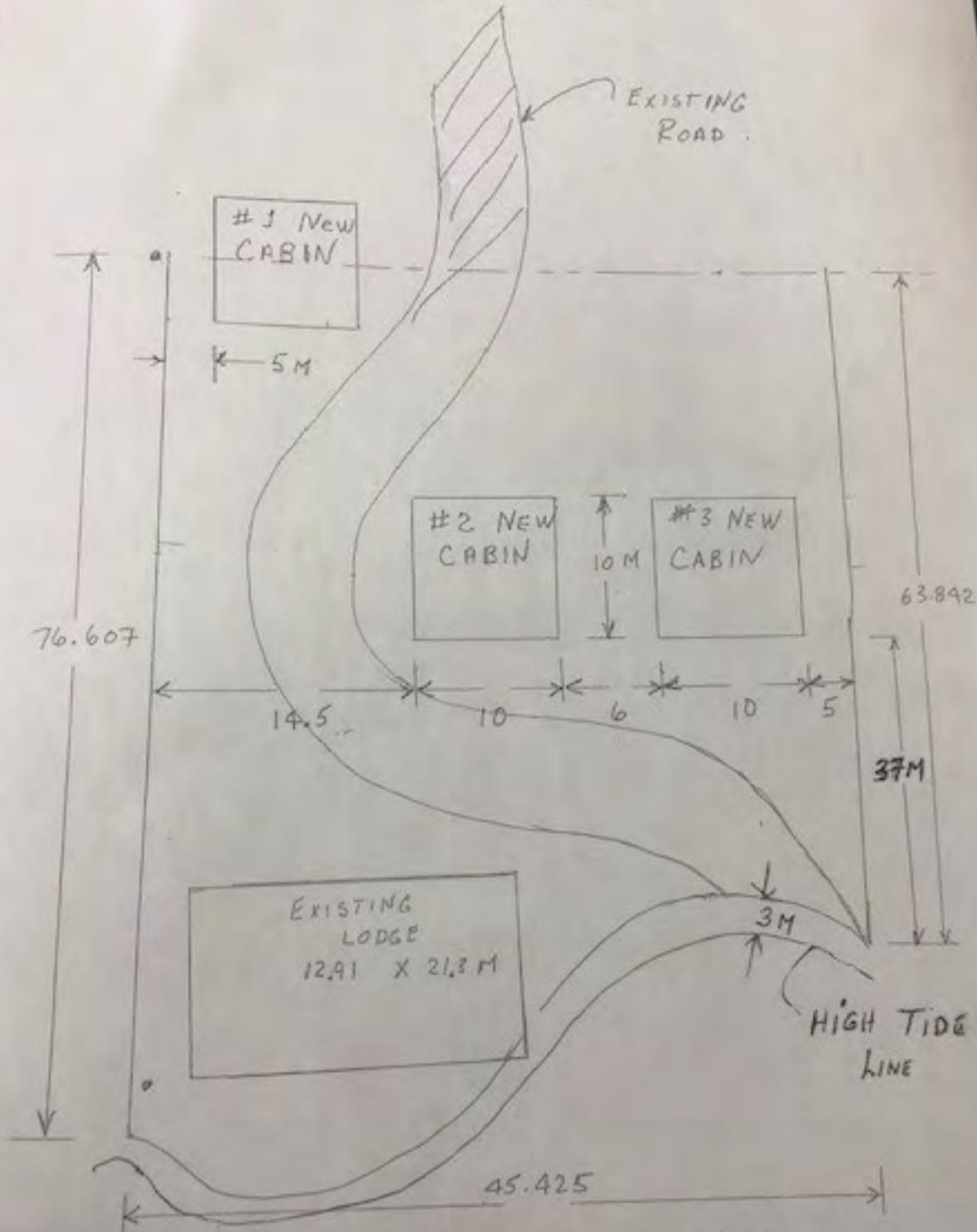
Planning staff are supportive of proceeding with the neighbour notification process for this application to gather public input on the TUP. There are existing commercial uses on the property and the current zoning would allow for the potential for additional hotel units on the property. The construction of three detached cabins fits with the character of the existing commercial lodge use, aligns with the proposed Bamfield Commercial (C5) zone and would provide for a more diverse mix of accommodation uses on the property that could be used as either residential units or short term rental units.

Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

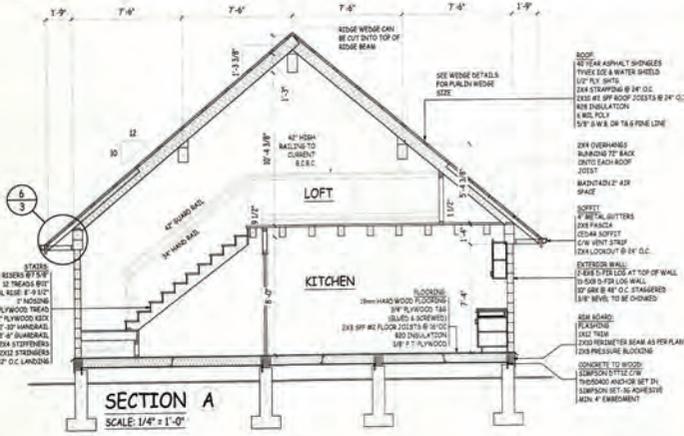
#### TUP21006



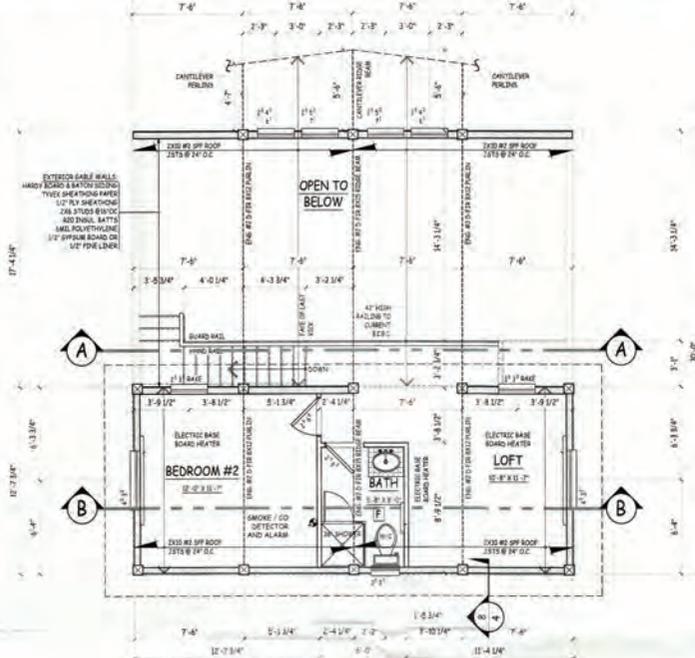
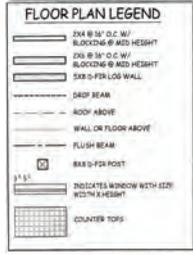
IsteFani @ acrd.bc.ca



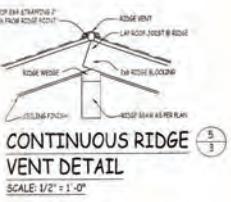




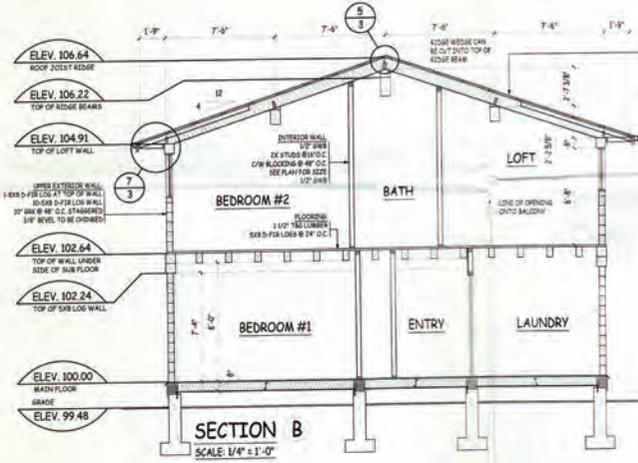
**SECTION A**  
SCALE: 1/4" = 1'-0"



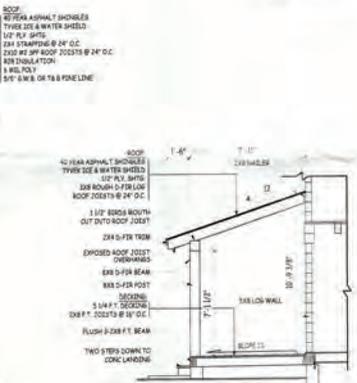
**UPPER FLOOR PLAN**  
SCALE: 1/4" = 1'-0"  
LOFT: 379.37 SQ. FT. (35.245M<sup>2</sup>)  
BALCONY: 33.21 SQ. FT. (3.085M<sup>2</sup>)



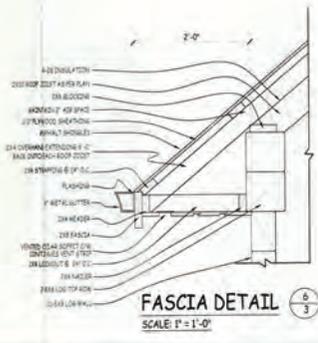
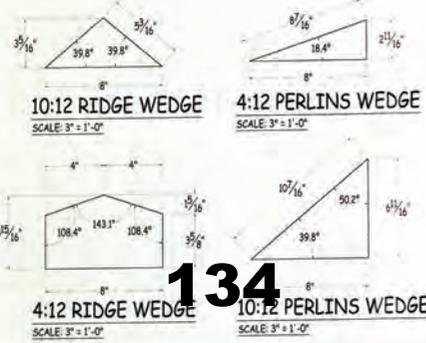
**CONTINUOUS RIDGE VENT DETAIL**  
SCALE: 1/2" = 1'-0"



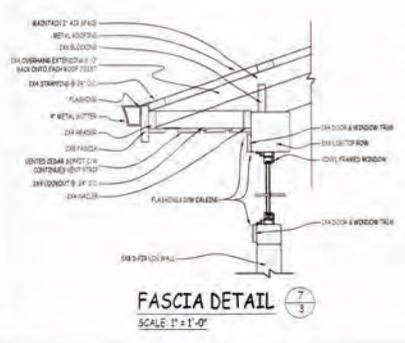
**SECTION B**  
SCALE: 1/4" = 1'-0"



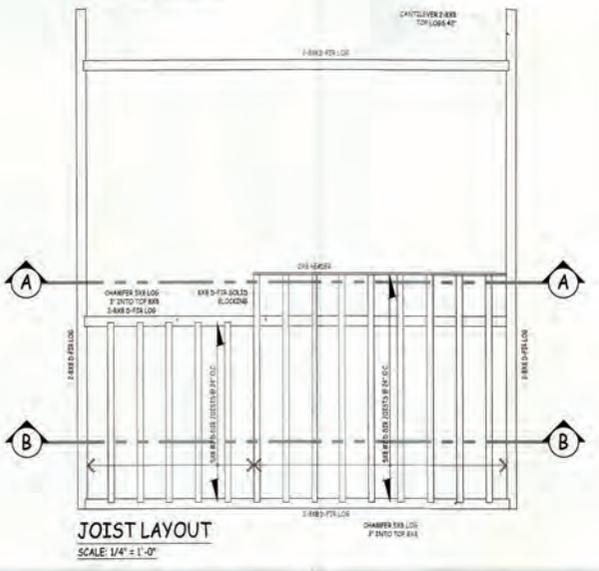
**SECTION C**  
SCALE: 1/4" = 1'-0"



**FASCIA DETAIL**  
SCALE: 1" = 1'-0"



**FASCIA DETAIL**  
SCALE: 1" = 1'-0"



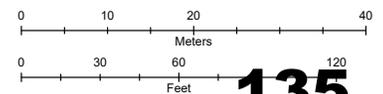
**JOIST LAYOUT**  
SCALE: 1/4" = 1'-0"

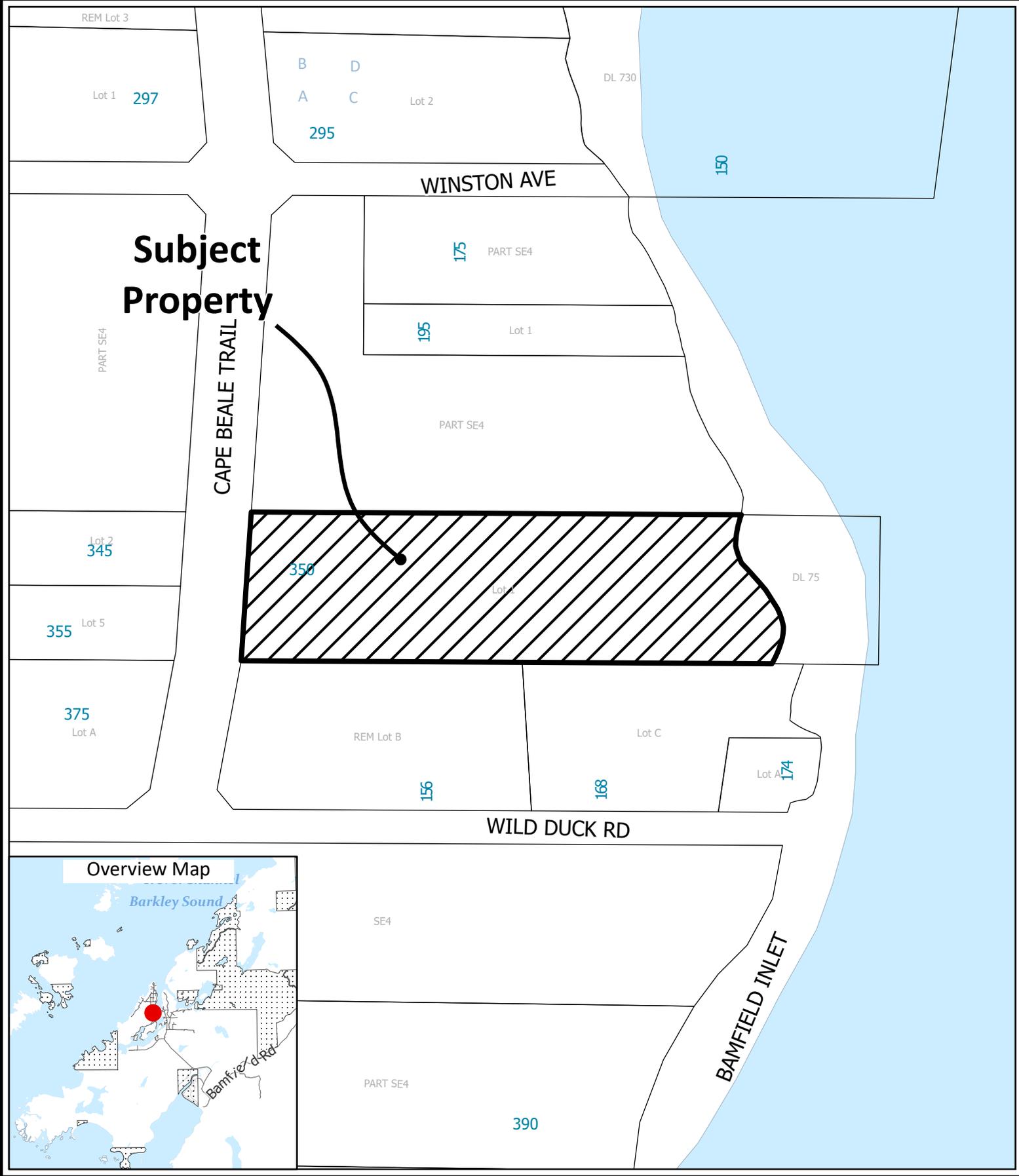


This map should not be used for navigation or legal purposes. This product was prepared by the Alberni-Clayoquot Regional District (ACRD) Planning Department and is intended for general reference use only. The ACRD makes no guarantees, expressed or implied, as to the use of the information obtained here and is not responsible for any damages or incidents resulting from any omissions, deletions or errors of data shown here within.

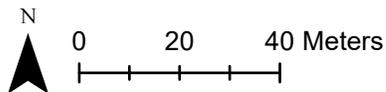
350 Cape Beale Trail, Bamfield

Scale: 1:400





**Subject  
Property**



Legal description: LOT 1 SECTION 19 TOWNSHIP 1 BARCLAY DISTRICT  
PLAN VIP86644



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## MEMORANDUM

**To:** ACRD Board of Directors  
**From:** Alex Dyer, Planning Manager  
**Meeting Date:** March 9, 2022  
**Subject:** TUP21003 – Pete Donaldson – 1360 Smith-Dale Road, Port Albion

**Recommendation:** THAT the Board of Directors issue Temporary Use Permit TUP21003.

**Background:** On January 26, 2022, the Board considered an application for a Temporary Use Permit for the property described as PARCEL "C" (DD 2628N) OF DISTRICT LOT 1012, CLAYOQUOT DISTRICT, located at 1360 Smith-Dale Road in the Port Albion area in Long Beach.

The Board resolved to proceed to the next stage of the Temporary Use Permit process. Public notification involved publishing a notice in the March 2, 2022 issues of the Westerly and Alberni Valley News, mailing a notice to all owners of properties, and hand delivering to residents of properties, within 100 metres of the subject property. Notices were mailed on February 17, 2022. To date, there has been no public correspondence received. If any correspondence is received prior to the March 9<sup>th</sup> Board meeting, staff will inform the Board.

If approved, the permit would allow the applicant to construct an Accessory Dwelling Unit cabin on the 0.66 ha (1.63 acre) property and to utilize the cabin as a short-term vacation rental (STR) for a two-year period.

Prepared by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

## TUP21003

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



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## TEMPORARY USE PERMIT NO. TUP21003

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

A Temporary Use Permit is hereby issued to:

**Name:** Pete Donaldson

**Address:** 1360 Smith-Dale Road, Port Albion

With respect to:

**Legal Description:** PARCEL "C" (DD 2628N) OF DISTRICT LOT 1012, CLAYOQUOT DISTRICT

**PID:** 003-170-284

The Regional District of Alberni-Clayoquot hereby issues a Temporary Use Permit to Pete Donaldson with respect to property legally described as PARCEL "C" (DD 2628N) OF DISTRICT LOT 1012, CLAYOQUOT DISTRICT subject to the conditions as follows:

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

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

In accordance with the provision of Section 493 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on \_\_\_\_\_, 2022.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Daniel Sailland, MBA  
Chief Administrative Officer

\_\_\_\_\_  
Chair of the Regional Board

### TUP21003

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

**Subject Property**

**Yuułuꞵilꞵath  
Government**

028-474-643

006-343-767

15

005-566-371  
21

SUTTON RD

006-302-131

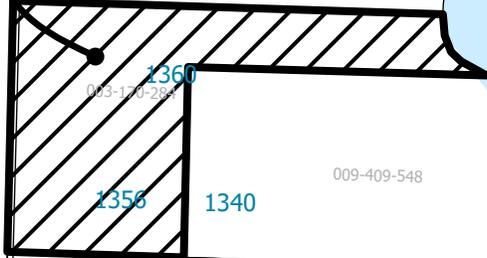
1420

SMITHDALE RD

023-512-300  
20

009-409-521

009-389-776



1360

1358

1340

009-409-548

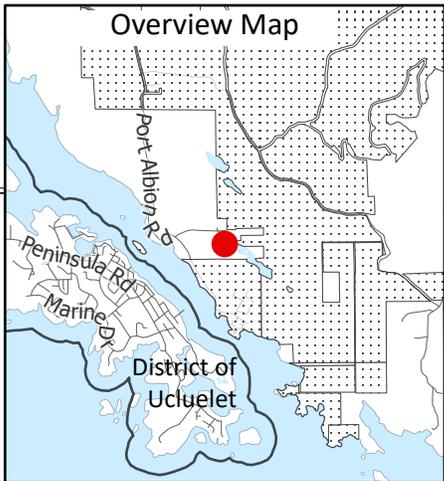
Itatsoo Lake

028-474-627

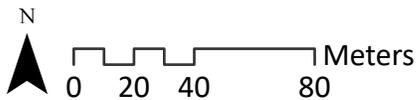
1320

009-409-530

**Yuułuꞵilꞵath  
Government**



Overview Map



Legal description: PARCEL "C" (DD 2628N) OF DISTRICT LOT 1012, CLAYOQUOT DISTRICT



outlined the legislative requirements, clarified that the public hearing could not be postponed and that the Board would make the decision on next steps at a future, duly convened, meeting of the ACRD Board.

Public input regarding application P1430 and the proposed 5 lot subdivision identified general opposition and concerns with the proposed parking lot, density of the 5 lots, an access road through to lands beyond, parkland creating fires, bylaw issues, maintenance issues, noise, garbage and non-resident use. Some support for parkland and community access to the lake were noted. The majority of input received was in opposition to the rezoning application.

Public comments noted general opposition to the concept development outside of application P1430 with concerns of densification, increased traffic congestion and limited road access to the community, road access to the Crown lands beyond, future sewage disposal, impacts to wildlife and wetlands, future resident and non-resident access to the lake using current undeveloped road dedication, public parking, bylaw enforcement, parkland maintenance and water access. Staff clarified that any development on the A3 portion of the property would require another rezoning application and a separate public hearing.

Concerns were raised regarding the rezoning application not being comprehensive and covering the entire property. The owner responded and provided his rationale. The ACRD is required to accept and consider rezoning applications as they are submitted.

Please refer to the attached public hearing minutes for a complete description of all public input.

**Comments:** While many neighbouring residents and property owners raised concerns and voiced opposition at the hearing, staff are recommending that the Board proceed with second and third reading of Bylaw P1430. The rationale for this includes consideration of the residential designation in the Sproat Lake OCP, which supports the proposed residential density. Specifically, the OCP supports a residential density of 0.24 hectare lot size; the five lot subdivision proposed has a 0.64 hectare density. Staff at the public hearing presented the map attached to this report. The map highlights the portion of the property that is subject to this rezoning, with the remaining balance of the property being zoned A3 and RA1. At the first public hearing held October 4, 2021, members of the public asked how the balance of the property would be developed. The Board, subsequently, requested the applicant provide a concept plan for the entire property. At the public hearing, the majority of the concern expressed by members of the public was focused on the impact the concept plan would have on the neighborhood. This concept plan was not actually the subject of the application currently being considered and it is unfortunate that it generated a significant portion of negative feedback. Staff explained that if further development is proposed for the balance of the property, a separate rezoning application, including another public hearing, would be required to develop the A3 zoned portion of the property.

Concerns about access to the Crown land via the proposed extension of Taylor Arm Drive were expressed. In response to this concern, it is important to note that any subdivision of this property will require the Provincial Approving Officer to consider access to lands beyond, in this case an extension of Taylor Arm Drive. While there is no dedicated road to access Crown land, the public currently use existing trails through the private property to access the Crown land beyond the property.

Concerns about the public use of the proposed parkland and the existing public road allowances that provide access to Sproat Lake were expressed. Staff response to this is that parkland and access to water (Sproat Lake) are dealt with at the subdivision stage, and the legislated requirements are under the Local Government Act and the Land Titles Act. Both the legislation and good planning principles contemplate suitable public access and use of public land and water bodies. Staff would not support this application if it did not include elements that support, maintain, or enhance public access to and use of the public land and public water body. It is in the public

## RD21005

interest to provide public access to public lands and water. The intent of the proposed parkland is to provide adequate public access and parkland that minimizes potential impact on private property.

Sewage disposal proposed is a communal (shared) system that will be set back from the lake and constructed to 2022 provincial standards.

The applicant has agreed to a covenant that will limit the number of lots to five (5) and provide the ACRD with the option to have the parkland dedicated. The parkland requirements will be determined at the subdivision stage in consultation with the Sproat Lake Parks Commission to provide the best public benefit.

Staff recommend that the Board refer to the OCP to inform decisions and consider the overall public interest. The OCP designates this property as "Residential Use" with a 0.24 hectare minimum parcel size and identifies parkland dedication as the preferable over cash in lieu which is consistent with the policies and objectives of the Sproat Lake OCP. The rezoning application would allow for five new lots that would be an extension of the existing lots on Taylor Arm drive. Planning staff recommend that the Board of Directors receive the public hearing report and minutes, and proceed with second and third readings of Bylaw P1430 with the conditions presented.

**Options Considered:**

1. That the Board of Directors receive the public hearing report and minutes and defer a decision on Bylaw P1430 to a future Board meeting. Staff note that deferring a decision on the bylaw to allow for further discussion risks introducing new information to the application process which would result in the requirement to hold another public hearing.
2. That the Board of Directors defeat Bylaw P1430.

Prepared by: Michael Irg  
Mike Irg MCIP, RPP, GM of Planning and Development

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

**RD21005**



# REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

## PUBLIC HEARING MINUTES

### March 1, 2022 – ELECTORAL AREA 'D'

Minutes of a Public Hearing held electronically using Zoom, on Tuesday, March 1, 2022 at 7:00 pm.

Chair: Penny Cote, Director for Electoral Area 'D' – Sproat Lake  
Staff: Mike Irg, Charity Hallberg Dodds and Kathy McArthur  
Applicants: Dale Mykyte, Agent Helen Sims, Steve Carbalara, Mike Lange  
Members of the Public: 32

1. The hearing was called to order at 7:13 pm. Chair Cote recognizes and appreciates that we are holding this hearing within the traditional territories of the Tseshaht and Hupacasath First Nations.
2. Chair Cote introduces herself and Planning staff. Chair Cote explains that the hearing is being held electronically using Zoom, is live streaming and is being recorded. She then asks staff to explain Zoom features and hearing procedures.
3. M. Irg explains the use of Zoom, Zoom features and necessary hearing procedures. He also confirms that the hearing is being recorded and live streamed on our website.
4. Chair Cote explains that the subject of the hearing is Bylaw P1430. This bylaw is applicable to Lot 45, Taylor Arm Drive, and is necessary to facilitate a subdivision proposal. She asks that any questions about an unrelated topic be directed to staff after the hearing.
5. The notice is read by M. Irg as follows:

What: Public Hearing for Bylaw P1430 - Lot 45, Taylor Arm Drive – Dale Mykyte, Property Owner  
When: March 1, 2022 at 7:00 pm  
Where: Electronic and call-in public attendance only - please see below for information.

What it is about: A Public Hearing for residents and property owners within Electoral Area 'D' – Sproat Lake, will be held to consider Bylaw P1430. This bylaw is a Zoning Atlas Amendment to rezone a portion of LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452 from Forest Rural (A3) District to Acreage Residential (RA3) District to facilitate a subdivision proposal.

How can I learn more: The Public Hearing will be held by the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District. The Board resolution making this delegation, along with Bylaw P1430 and relevant background documents, is available for review online at [www.acrd.bc.ca/events/1-3-2022/](http://www.acrd.bc.ca/events/1-3-2022/). Planning staff are available to answer questions in person, through email and/or by phone during normal office hours 8:00 am to 4:30 pm, Monday through Friday, from February 15, 2022 to March 1, 2022, excluding statutory holidays.

How can I provide input: During the COVID-19 pandemic, providing an opportunity for public input and safeguarding public health are top priorities for the ACRD. Consider written submissions as an effective means to provide your input. Anyone who feels their interest in property will be affected by the proposed bylaw will be afforded a reasonable opportunity to be heard. Options include participating in the Public Hearing by electronic means using Zoom video conferencing or teleconferencing, and/or submitting correspondence to the ACRD.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

If you wish to participate in the Public Hearing electronically or by phone, full instructions to do so are available on our website at [www.acrd.bc.ca/events/1-3-2022/](http://www.acrd.bc.ca/events/1-3-2022/) or can be provided by contacting Planning staff by email at [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca) or by phone at 250-720-2700. This Public Hearing will be recorded and livestreamed on our website. Written correspondence can be submitted to the ACRD by one of the following methods:

Hard copy delivered to the ACRD office in person, in the drop slot or by mail to the Planning Department at the address below.

Email sent to [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca) before 4:00 pm, March 1, 2022. Email correspondence will only be considered received if receipt confirmation is provided by ACRD staff.

Fax sent to 250-723-1327 before 4:00 pm, March 1, 2022. Fax correspondence will only be considered received if receipt confirmation is provided by ACRD staff.

All correspondence must be received by the ACRD no earlier than 8:00 am on February 15, 2022 and no later than 4:00 pm on March 1, 2022. Correspondence submitted and/or received outside of these parameters will not be included in the Public Hearing.

Who do I contact if I have questions: Planning Department, Regional District of Alberni-Clayoquot, 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3, Telephone: 250-720-2700 Fax: 250-723-1327 Email: [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca). Date of the notice is February 15, 2022.

6. Chair Cote explains the purpose of the public hearing and that minutes are being taken. She then asks staff to introduce the proposal.
7. M. Irg introduces the proposal and includes the following:
  - The property owner is applying to rezone a 3.2 hectare, or 7.9 acre portion of the 37.8 hectare, or 93.5 acre subject property from Forest Rural (A3) District to Acreage Residential (RA3) District in order to accommodate a bare land strata subdivision with a 0.6 acre minimum lot size. The applicant has provided a conceptual subdivision proposal that would create five (5) waterfront parcels ranging from 0.38 hectares, or 0.94 acres to 0.63 hectare, or 1.55 acres in lot area. The proposed plan includes an extension of Taylor Arm Drive to the north edge of the existing property, a common property area for communal sewage disposal east of the Taylor Arm Drive right-of-way, and an area for parkland.
  - Concerns and question in the written correspondence included are regarding parkland, access to lands beyond this property and the development of the rest of this property. Staff noted that any development outside of the existing zoning would be subject to a rezoning application and would include public input. DL950 is provincially owned crown land and the Sproat Lake Parks commission has discussed access to this property for public park use. Parkland or cash in lieu is required at the subdivision stage, noting we are at the rezoning stage. Based on the public input, the owner can agree to a covenant that stipulates how parkland may be dedicated prior to adoption of this rezoning bylaw.
  - If this application proceeds to the subdivision stage, staff will recommend to the Provincial Approving Officer that suitable public access to Sproat Lake be considered in conjunction with parkland dedication requirements. Staff is of the opinion that it is in the public interest to have suitable public access and parkland dedicated where required and or permitted under provincial legislation.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA ‘D’

- A first public hearing for Bylaw P1430 was held electronically using Zoom on Monday, October 4, 2021 at 7:00 pm. At the October 13, 2021 ACRD Board meeting, the Board of Directors received the October 4, 2021 public hearing minutes and passed the following motion: *“THAT the applicant be requested to provide additional information on a development concept for the balance of the property and further instruct staff to hold a second public hearing and that the public hearing be delegated to the Director for Electoral Area “D” (Sproat Lake), the Alternate Director or the Chairperson of the ACRD Board.”* That is the public hearing we are holding today.
  - The concept plan attached to this public hearing information package was requested by the Board at the October 13<sup>th</sup> meeting based on the public input requesting it at the October 4<sup>th</sup> public hearing.
  - A map was screen shared defining the area of the property that pertains to this application, explaining it’s the hatched area at the north-west end of the property on Taylor Arm Drive.
8. Wayne Smith apologizes for interrupting asking if he can be heard before proceeding any further with the respect to something that a number of them have raised in the past.
  9. M. Irg explains that there will be an opportunity for public input. It’s important we follow the process and there will be an opportunity for you to comment.
  10. W. Smith comments you are leaping into the whole application when numerous of us wrote and requested that consideration be given to an adjournment of this particular hearing. We set out our reasons and were lead to believe that was received by the Regional District. Now we’re being sluffed off with the request to the adjournment. That consideration should be done before the hearing.
  11. M. Irg responds he will address that but the staff and individual Directors do not cancel a public hearing. The Board set up the public hearing. All information and requests for a third public hearing to be held will go to the Board as a part of the minutes of this public hearing but we need to proceed with this public hearing.
  12. W. Smith requests to ask another question.
  13. M. Irg asks to defer to the chair to explain the overview of the application and procedures.
  14. P. Cote responds that Mr. Irg has explained that the Board has officially set a date for this public hearing, it is proceeding as per the Boards direction. Comments that residents have sent in asking for a postponement will be a part of the minutes of this public hearing. The applicant has an opportunity to put forward what was asked of him at the last public hearing. We are fulfilling the Board’s recommendation. We did hear that there was a number of people wanted it postponed but the Board did not receive that before the public hearing date was set.
  15. W. Smith asks when the Board set the public hearing.
  16. M. Irg explains a resolution from the board at the October 13<sup>th</sup> meeting with a request for a concept plan. Screen sharing is stopped.
  17. W. Smith ask again when the date was set.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

18. M. Irg responds at the October 13<sup>th</sup> meeting. Explaining it is important we follow due process, there is an opportunity for each person here to have their views heard.
19. W. Smith comments on the notice sent to property owners.
20. M. Irg comments to Director Cote that we have the ability to mute attendees until the time they are afforded to speak, recommending we do it at this time.
21. Chair Cote thanked Mr. Smith for his comments explaining there will be an opportunity to speak, we will continue with the staff application introductions, mentioning referral and public input and written comments.
22. M. Irg asked to screen share the map again, explaining:
  - The area of the application, Bylaw P1430, the area on the map to the north-west of Taylor Arm Drive, the balance of the property is not under this rezoning application. The majority of the property is zoned A3, with a 10-acre minimum parcel size. A portion is zoned RA1 allowing for smaller lot sizes, similar to the current lots on Taylor Arm Drive on the lake. The applicant is proposing 5 lots. That density, based on the area being rezoned would result in approximately 1 lot per 0.64 of a hectare.
  - The concept plan of the whole property submitted by the applicant was requested by the Board. With the total number of lots proposed, the density is approximately 1 lot per 0.74 of a hectare, noting in the Sproat Lake Community Plan, this property is designated as residential which sets a minimum parcel size of 0.24 of a hectare. Zoning has to happen which is why we are here today. Please un-share the screen.
  - Again, the applicant has provided a concept plan for the entire 37.8 hectares of Lot 45. Staff note that Bylaw P1430 only applies to a 3.2 hectare portion of the property. The portion of the property outside of this rezoning application is split-zoned, as shown on the screen, with the majority zoned Forest Rural (A3) District and a +/- 7.6 hectare portion on the east side of the property adjacent to Asher Road and Clayoquot Road zoned Acreage Residential (RA1) District.
  - The balance of the property that is zoned A3 requires a separate rezoning application before that balance of the property could proceed. To date, an application for the balance of the property has not been received by the ACRD staff.
  - A plan for proposed parkland has been provided for the 3.2 hectare portion proposed for the 5 lots. At the previous public hearing the owner agreed to a covenant that would limit the number of lots to 5. Staff recommend the covenant also include a clause that would give the ACRD the option to dedicate the area shown as parkland on the proposed plan. This option would allow the ACRD, with recommendations from the Sproat Lake Parks Commission, to determine the best course of action for park dedication at the subdivision stage.
  - If this rezoning application proceeds, it includes a covenant with 2 components:
    - Cap the number of lots at five (5), and
    - An option for the ACRD to take parkland as shown or other some other combination
  - Parkland dedication doesn't happen at subdivision stage, important to address at the public hearing
  - Comments and questions that have come up in the public correspondence are about the Taylor Arm Road extension. Generally roads are required to be put through property to provide access to lands beyond, coming from language in the Land Title Act that governs that.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

- Comments also asking what the turn-a-round looks like. That is something determined at the subdivision stage meeting the Ministry of Transportation and Infrastructure road design requirements. The approving officer in rural areas is the Ministry of Transportation of the province of BC. The subdivision is a separate application, the ACRD will be referred on.
23. Chair Cote invites the applicants to add any information or comments.
24. H. Sims, Prism Land Surveying Ltd., representing the owner Dale Mykyte. Property approximately 93 acres, but this application is only for 5 lots at the west end of the site, approximately 8 acres. Proposing 5 strata lots along the water with common property for the septic field on the north side of Taylor Arm Drive. It is the second public hearing for this application. At the first public hearing, we heard from residents that there wasn't anywhere to park when public would go to the beach. We are proposing a parking lot on the northerly side of Taylor Arm Drive. Also heard concerns of access to the beach, so the width was increased at the access to the park and at the waterfront, providing a footpath to access the waterfront. Also providing access to lands beyond by dedicating road to the north boundary of the site. We've has several consultants inspect the site. H2O Environmental inspected the soils preparing a report recommending separate septic tanks on each lot with a common dispersal field on common property on the northerly side of Taylor Arm Drive which was submitted to the ACRD with the application. Toth & Associates, Biologists investigated the entire site, flagged the 30 meter setback from the wetlands. The common property disposal area will be more than 30 meters from the wetlands. The proposal is subject to 5% parkland dedication or cash in lieu of parkland. We've proposed a waterfront park with a trail access with a parking lot which is about 13% of the 8 acres. Staff recommendation is for a covenant to be placed on title to determine the amount and location for the park, my client is in full agreement with this requirement. Also in attendance, Mike Lange, a professional Engineer from McGill Engineering and Steve Carbalara, professional Geoscientist from H2O Environmental to answer any questions.
25. Chair Cote invites the public to add any additional information or comments requesting their name and address be stated.
26. Larry McMahon, 11010 Taylor Arm Drive comments he cannot support the application detailed in his submitted written response. The ACRD process contributes to his lack of support. His principle residence is in Victoria, where he is now. He happened to be at the lake when the notice was posted. Not aware of any other postings or notification of the upcoming hearing. Both maps in the package have major changes on them. The new park dedication appears to be about 100 ft along the waterfront, the parking area that could possibly accommodate 20 to 30 cars. In the application there's no explanation to what the major changes allow, the two maps are contradictory, the first map doesn't show the new parking lot which extends into property that isn't shown on the official map which is part of the application sent by the ACRD. This property is too complicated to address a rezoning and introduce onto a 70 year old neighbourhood in this fashion. About 50% is riparian wetlands draining into Sproat Lake, our drinking water. This process needs a different format including the whole property at once time. Need to know what's happening with property at the northern boundary, leading to uncontrolled unsupervised activates on the beach. Need to get owners involved, similar to the docks or organics sessions, to get information to owners before a public hearing. Current zoning, A3 has been in place with the original subdivision is adequate to protect the neighbourhood as is. Developer can proceed with zoning as is now.



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**  
**PUBLIC HEARING MINUTES**  
**March 1, 2022 – ELECTORAL AREA 'D'**

27. Chair Cote invites additional public to comment.
28. Doug Ferguson, 11148 Taylor Arm Drive comments at the last hearing, we were concerned about cars parking at the end of the road but we didn't request a parking lot. Really not in favor of this. It's hard to tell if this is a part of this application or a subsequent application in the future. Requests that the parking be split amongst the entire property, not concentrated near the 3 lots at the end of Taylor Arm Drive.
29. Chair Cote invites additional public to comment.
30. Elmer Behn, 11132 Taylor Arm Drive addresses comments at the last October 4<sup>th</sup> meeting, the synopsis of the letters were very minimized, none this time, our concerns are valid, not sure what weight they carry. New concept plan, it's a nuclear option. None of us asked for a parking lot or 100 ft parkland, it's a quiet neighbourhood, no one asked for a through road. It can be subdivided as is. Was in somewhat favor, but totally opposed now.
31. M. Irg responds all written submissions submitted become a part of the public hearing minutes that the Board receives as a part of the agenda package. All 24 letters received for this public hearing are also a part of the public hearing minutes for the Board as well as your comments here.
32. Chair Cote asks if the 24 submissions include the submissions from this public hearing.
33. M. Irg responds it is all the submissions from this public hearing.
34. Chair Cote invites additional public to comment.
35. Robert Milton, 10912 Taylor Arm Drive, my written submission comments on the rest of the development, stressing to the developer how his concept has gone completely wrong. Regards to this Bylaw, the new developments are completely wrong, against them, concepts for parkland at the end is not suitable for this neighbourhood, should remove that boundary line, or any thought of a waterfront park accessible to anyone, should be removed. People who would buy the properties would not want a park in front of them. New concept is worse than before. Also have strong arguments against the rest of the concept development.
36. Chair Cote invites additional public to comment.
37. Larry Kahn, 10796 Taylor Arm Drive, comments on inadequate notification to owners, they do not live permanently on the lake, there's an email list for residents on the lake, all share similar objections, some strong environmental concerns for water contamination, lack of access to the lake, confusion with the proposed development of the suggested 50 homes. Concerns with process, optics are poor, inadequate notice.
38. Deborah Sheinbaum, 10796 Taylor Arm Drive, comments on the bad faith, the splitting of the property into different applications with concerns for the environment, animals, water, riparian land. Only 1 company doing an environmental assessment, could be biased. People purchased properties knowing the current zone, may have had different ideas about living on this lake, now could turn out to be a huge subdivision.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

Need to take into account current owners, what is there now, not the potential money making from the land.

39. Chair Cote invites additional public to comment.
40. Wayne Smith, 10780 Taylor Arm Drive comments on the ACRD process, that no consideration is given to the adjournment of the hearing. Staff indicates meeting was set last year, notices posted in the area around the 17<sup>th</sup> or earlier, mail post marked the 15<sup>th</sup>, arrived on the 18<sup>th</sup>, notice is minimal, not giving property owners time to discuss together an approach to application. Developer had months to prepare, community adversely affected are not given reasonable or fair notice to community. Most people don't spend time at the lake in the winter. Need opportunity to property prepare to respond to application. Hope written objections will be seriously considered by representatives. Community has not been respected. With respect to application as a whole, distasteful that developers can piecemeal applications and chop up the property. Concepts can be changed. Why has ACRD not obtained their own geotech report with the potential large septic systems. Concerns with water contamination. ACRD should be doing an independent study other than what applicant submitted. Overall not a just process, seems to be an urgency to move this along.
41. Chair Cote invites asks if Mr. Smith has any new information to add. We have heard the objections to process, application and water, thanking him for the input and he will have another opportunity to speak after everyone has had a change first. Chair Cote then invites additional public to comment.
42. Norm Cardinal, 11022 Taylor Arm Drive comments on the current application, how the parking lot issue is a problem for all of us. What is the necessity of a public beach in the area, it's close to all residents in the area, including the new residents of the proposed lots. Parking lot leads to people coming in who are not residents of Sproat Lake, including parties. Sound carries on the lake. It will be so close to a quiet community we have had for so many years. Where does the process go next, is this our only opportunity to speak.
43. M. Irg explains the process, this goes to the next Board meeting, the Board has the option to give the Bylaw second and third reading or deny the application, or if there is additional information requested by the Board. He has heard the comments around the parking lot. We'll let the applicants address that. He invites Norm to add additional comments.
44. N. Cardinal comments we all bought these properties here because of what Taylor Arm drive was to us, hoping it would remain the same, concerns with the direction the area is going now.
45. Chair Cote invites additional public to comment.
46. Murray & Helen Erasmus, 10390 Wilson Road also comments on concerns already mentions regarding an independent assessment with the placement of the septic fields, and concerns with densification of the area. The H2O environmental assessment report has gaps in it, water runs downhill to our properties and the lake. Suggestions to relocate the septic fields to the northern part of the property where the gradient land is away from the lake. The ACRD should do independent studies regarding this. Concerns for the densification of the area and adequate access to the lake, that illegal docks won't appear. Need oversight from the ACRD Bylaw enforcement with garbage and toilet facilities. Where is water supply coming from for the



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

development. Will there be a pump station, noisy for neighbours and impacts for the shoreline, whose property will be impacted.

47. M. Irg responds to the septic assessment and the process comments. At the rezoning stage, staff requests adequate information to be provided from appropriate professionals if there will be future development or subdivision, that the property is capable of handling proper waste disposal. Prior to the Subdivision, the approving officer approves the septic and water. With respect to the concept plan, for the balance of the property that is not a part of this application, the applicants have provided a concept plan. If we receive an application for that portion of the property, we will ask for that confirmation at that time.
48. Chair Cote invites additional public to comment.
49. Dawn Boyce, 10590 Asher road comments they have been using Beer Can Beach for more than a decade. Access to lake is very limited, and issues with flat access to the lake. Parking is an issue, cars parked on the road. I'd rather there was a parking lot. The park area seems reasonable and nice for everyone, for anyone around the lake to enjoy.
50. Chair Cote invites additional public to comment.
51. Herman & Tracy Nell, 10814 Taylor Arm Drive, agree with other issues being brought up. We have the only level access road allowance. If there is densification, we have to anticipate a lot of people using the access between our lots. Concerns with noise. The proposed Beer Can Beach could be restricted only for the community, with appropriate change rooms and toilets.
52. Chair Cote invites additional public to comment.
53. Tony Siegfried, 11150 Taylor Arm Drive, 3 lots away from Beer Can Beach, 43 year resident. Concerns with fires on the beach, has put out many fires. Offered to care for the property with previous owners. People have been using the beach for years, training their other generations to use it. He's asking the owner to change his plan to two lots. Very wealthy people will gladly pay extra for the property by the sheer size. Then we won't have to dedicate a road access. This will cause problems, camping and fires all the time and no one will look after that. Also, suggests a holding tank for the septic system instead, where it is hauled away by a company to prevent pollution to the lake. Report provided says there is not enough soil for the septic field. A solution for the neighbourhood so they can enjoy the waterfront or crownland without dedication to the public. Trouble will happen. With the parking lot, public won't use it. They will park anywhere on a public road, we can't stop them and no one will. Rest of property, should be developed with a rural ambiance, similar to Asher road with 5 to 10 acre lots.
54. Chair Cote invites additional public to comment.
55. Janet Brydon, 11022 Taylor Arm Drive, asks why the whole proposal of all phases are not included together. Echo concerns for the parking lot but supports providing spaces for people who need access. Concerns with bylaw enforcement with a large parking lot at the end of the road and a lot of people coming from out of the area. Concerns for fires. Asking if there a document to outline next steps. What does the community plan hold for the area.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
March 1, 2022 – ELECTORAL AREA 'D'

56. M. Irg responds there is a process on our website outlining next steps and a pamphlet available there or if you reach out to staff. The Sproat Lake Community plan outlines this area as residential with minimum parcel size as 0.24 of a hectare, 0.6 of an acre. The application complies with the Community Plan.
57. Chair Cote invites public to add any information or comments for a second time.
58. W. Smith asks if the proposed parcel of land will be an easement or dedicated parkland undertaken by the ACRD.
59. M. Irg responds the area showing on the map as dedicated parkland, undertaken by the ACRD and managed by the Sproat Lake Community Parks program. Some parks are more passively managed and some are more actively managed. Staff are recommending the covenant provide the ACRD the option for the parkland dedication in consultation with the Sproat Lake Parks Commission.
60. Chair Cote invites public to add any additional information or comments reminding this is their opportunity for their comments to go to the Board. Their written comments that have been submitted will be a part of the presentation to the Board.
61. D. Sheinbaum asks who assesses the impacts on wild life and water, the birds, owls, bears in the wooded area and wetlands. There is already a well-known illegal campground run on the lake already. We wouldn't want to see that happen more. There doesn't seem to be any monitoring or regulating.
62. M. Irg responds that on larger parcels, with wetlands and such involved, part of the rezoning process is referral to the Ministry of Environment provincial staff. Applicants mentioned they have engaged a biologist.
63. Chair Cote comments if this becomes part of the parks, it is managed by the Sproat Lake Parks Commission if they take this on.
64. Larry Kahn, 10906 Taylor Arm Drive comments on wildlife impacts of these developments on the riparian areas. Not sure if it all falls in the development area.
65. M. Irg responds the assessments would be for that property and not expanding to surrounding areas.
66. L. Kahn comments it is a big concern for us. The density will result in substantial traffic down the one access road to the lake and we don't want to be sluffed off because it's not a part of the development plan. Already have traffic down Cook Road. We have to clean up the mess left by people who use our facilities. No room for facilities, becomes the community's problem. Want to insure it won't become unregulated access, multiple parties, pollution etc.
67. M. Irg responds we don't have an application for the balance of the property yet. Hearing the comments here, if we get an application, we will take comments heard here into consideration, further public hearings would be required and future public meetings. The wetland areas are in a development permit area. This is at the subdivisions stage. It doesn't address your concerns of Cook Road but I have heard your concerns. I want to invite the one attendee to speak, Sharon Powell, if she wants to speak. She can use the chat or just speak.



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**  
**PUBLIC HEARING MINUTES**  
**March 1, 2022 – ELECTORAL AREA 'D'**

68. Chair Cote invites Sharon Powell to speak.
69. No comments.
70. Chair Cote indicates Bob Milton would like to speak.
71. R. Milton comments on the rest of the development and the density, 10 years ago in 2012, Jack Louis tried to subdivide to 3.2 acres and the ACRD refused the proposal. Certainly the objections still exist, I think the developer has the density wrong on the rest of the development.
72. Chair Cote invites public to add any information or comments for the first or second time.
73. N. Cardinal comments he agrees with previous comments about creating less lots, 2 or 3. The developer would have no problem getting cash or his money out of them. Asking to reconsider to reduce lots and may be better considered by the community.
74. M. Irg comments we would like to offer the applicant the opportunity to respond to these comments as some point and any additional public.
75. Chair Cote recognizes Tony Siegfried.
76. T. Siegfried comments he wants to see only two lots created then there will be no road dedication is needed, over three lots requires it, which opens up the crown land. The Crown land needs to stay the way it is. There is a nice beach on it now and if it's opened up, it will be party town.
77. M. Irg comments if there are more than 4 lots, parkland dedicated is required, and the Ministry of Transportation determines road extensions, even for two lots.
78. T. Siegfried comments there was no mention of improvements to Taylor Arm Drive. It will be a highway, tons of traffic. The owner beyond the Crown land has been itching for decades to get through Taylor Arm.
79. Chair Cote recognizes Murray Erasmus.
80. M. Erasmus comments concerns around the method of notification. Can we request instead of community mail or mailboxes, can personal emails be used. Would be a more efficient notification.
81. M. Irg comments we have legislated requirements for notification. We advertise with two ads in the local newspaper. We send a notice to occupant to the address on Taylor Arm Drive and we mail to the information on the BC Assessment database. We are limited by the legislation on how we notify but we can look at other options. We hold a of public hearing in lots of areas where we do not have emails, but we have to be consistent with notification for all public hearings. We definitely want to ensure we give everyone an opportunity to provide input.
82. Chair Cote invites any additional public to add any information or comments.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
March 1, 2022 – ELECTORAL AREA 'D'

83. No comments.
84. Chair Cote invites the applicant and staff to respond to any public information or comments.
85. H. Sims comments the access to the lands beyond will be a requirement by the Ministry of Transportation and governed by the Land Title Act, will be determined when we submit an application to the Ministry. We heard concerns about the parking on the edge of the road, that it wasn't safe at the last hearing. We felt it was a neighbourhood concern so added a parking lot on Taylor arm drive, can be broken up in several pieces. The park proposed was with working with staff and a desire to have access to beer can beach. Park we will have to dedicate or there will be 5% cash in lieu. About 13% of that 8 acres will be proposed as park. Regarding the time between the two public hearings, we needed time to prepare a concept that was requested by the ACRD Board, they felt the public should have one. It may not be a perfect plan but it is a possibility. Complied with the Official Community plan, Density is low, approx. 50 lots on 93 acres. Low for that area, 50% of the land would be park and a benefit to the wildlife. A biologist inspected property, flagged the setback from the watercourse, everything will be 3 meters from the wetland. No plan to open any existing accesses that are dedicated roads right now to the lake. For septic system concerns, Steve Carbalara from H2O Environmental is here can speak about his report and address concerns.
86. Penny recognizes Matt Husslage.
87. M. Husslage, 10636 Taylor Arm Drive asks about the 30 meter setback from the wetlands, when was the setback created. Appears buffer created is based on trim data, water levels and elevation can vary at different times of the year.
88. H. Sims responds the wetland was flagged by Steve Toth, a professional biologist, no written report completed yet. Our company completed a survey of wetlands. It's not just from Trim data.
89. Chair cote recognizes Bob Milton again.
90. R. Milton comments on the developer opening accesses to the lake. There would be no reasons for the developer to do that. People that you are selling to are going to open up those easements. The density proposed would swamp Cook road or any others that people would use. They weren't intended for that. When the properties were laid out with easements every 6 properties, it was done with the assumption that there would be 5- 10 acres lots on the non-lakefront properties. Don't see how putting 50 properties in there wouldn't impact the lake usage. We have concerns about a parking lot, high density, increase in traffic and parkland. We don't need it.
91. Chair cote recognizes Nancy Harvey.
92. Nancy Harvey comments on concerns with density, a piecemeal approach, there are 44 current properties, this development doubles it. Consideration needs to be given to how people access the lake not only this subdivision but future who will expect that access.
93. William Buchannan, 10395 Wilson Road, agrees with comments about density and access. Density will have an impact. Developer should include access, should be dedicated through the properties to the lake. Been



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

through this in another area of BC, the existing community had an opportunity to give input come up with a conceptual plan with the developer, resulting in an incredible property with access and a community beach area as well. It should all be considered with the whole property and approved all at once.

94. Penny recognizes Wayne Smith.
95. W. Smith asks the surveyor concerning the conceptual plan and density, how is it proposed to obtain water for the homes.
96. Chair Cote comments that this isn't a part of this public hearing, understanding it is a part of the whole development though.
97. W. Smith comments that she mentioned it in her statement and won't affect any present easements.
98. Chair Cote comments that this isn't a part of this public hearing at this time
99. H. Sims responds that the subject of this public hearing is these 5 lots. The water will come from the lake, with their own connections, the same as all the other lots on the lake there.
100. W. Smith comments he was referring to the conceptual plan that you mentioned earlier.
101. Chair Cote comments that this isn't a part of this public hearing at this time
102. W. Smith comments it comes back to his point this is being done piecemeal.
103. Chair Cote comments point taken and recognizes Larry Kahn.
104. L. Khan comments he seconds Wayne's comments. This is the problem with the whole process, if the waterfront lots are going to be approved separately, it would have a large impact on what happens next. Perhaps the water access should go through those properties on the front of the water, it will negate any future water access. Need to look at whole property.
105. J. Brydon asks why the proposal is not being considered together. It's a big development and needs waterfront access.
106. H. Sims responds that the concept plan was required for the remainder of the property by the ACRD Board in order to get this to the second hearing. By taking off the 5 lots, it was going to be a more beneficial application because doing a huge subdivision is very expensive and the developer wanted to do a little piece at a time.
107. D. Mykyte comments the ACRD asked for the concept plan, not in my plans in the new future, or if demand will ever be out there. It's strictly a concept plan. Planning for 3 years, it's not being dumped on them. I've talked to neighbours. Trying to make it available so others can get some of the nice properties out there. Want to devote 35-40% of the entire property to a park to protect the wetlands and wildlife. We've gotten biological surveys, septic, people, McGill Engineering designing water systems, done the testing. I want to be



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES March 1, 2022 – ELECTORAL AREA 'D'

a good neighbor. I lived there with an access to the beach beside property, it is part of living at the lake. I'm creating a park with a footpath, not a boat launch. With the parking, there's a parking lot there now where we have the design to put it. The ACRD will maintain the park. We are talking about 5 lots now, not the 50. It's a concept plan, it doesn't mean that's what I'm going to do. It has to come with applications to the Board. I understand concerns, I live in it too. Love the area. I was born in Port Alberni and have roots there. I've followed everything everyone has asked me to do. I get my water from the lake, won't put in a septic system to pollute it.

108. L. Khan comments why couldn't an undertaking be made that the rest of the property will not be or cannot be developed if the waterfront properties are developed as the developer says he has no plans to do it right now.
109. D. Mykyte comments I did not say that it will not be undertaken, I said it's a conceptual plan the neighbours and ACRD asked for. I won't say it will never be developed. We have not made any applications on the rest of the plan for development. We are only asking for the development of 8 acres.
110. Chair Cote recognizes Brad Minton.
111. Brad Minton, 108940 Taylor Arm Drive, comments appreciate Dale's comments and that he's a neighbor. I'm one of the neighbours who trespasses on his property to get to Beer Can Beach once and a while. Recognize and appreciate that has been extended to us. Hopefully we can work together and hear each other. Lots of concerns for the lake.
112. Chair Cote recognizes Wayne Smith asking if it's new information.
113. W. Smith comments he endorses others comments. It's a piecemeal application, Water, water access concerns and the future. Have to address property as a whole, not in small portions. Can't control new owners of property.
114. D. Mykyte responds to the water access concerns, there is no water access now. If I develop the 5 lots, there's now water access for the public and we are not talking about the 50 lots, we are talking about 5 lots now.
115. W. Bucannan comments he understand the ACRD requested the conceptual plan but the 50 lots are in it. Again, you and Helen spoke to it. You are providing a path the lake now. If there is no adequate access to the water, where are the people from those 50 lots going to access the lake. They're going to go through the other accesses which will impact the traffic and other things. A conceptual plan should be created not to address the future impacts. Suggestion for a third hearing with a plan for extra access to the lake. Once 5 lots are approved, it's a moot point.
116. Chair Cote comments it feels like we are going in circles then recognizes Bob Milton.
117. R. Milton comments regarding access to Beer Can Beach, yes the whole neighbourhood has enjoyed it but we would rather give that up and have no park or public access to anybody for that portion of the land so



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**  
**PUBLIC HEARING MINUTES**  
**March 1, 2022 – ELECTORAL AREA 'D'**

we can restrict access to anyone other than property owners to have access to the lake on a dead end road. I would rather that they didn't have any access to the lake.

118. Chair Cote comments that the problem with having no public access is that it will affect the whole community and the people who are already using the beach. She then invites anyone to add further comments.
119. D. Boyce comments if you look into reports that constitute livable communities and studies show that walkability is huge and access to natural rehouses is huge. Once a community makes access then more people come. We can have a neighbourhood watch, it will make people feel uncomfortable and not do bad things if people are watching.
120. Chair Cote recognizes Bob Milton asking if it's new information.
121. R. Milton comments he didn't think he is living in a city, thought he was a rural property owner.
122. Chair Cote invites the applicant to add any last comments.
123. D. Mykyte thanks everyone for participating and understands concerns. We put together a concept plan at your request, it's an idea, only applying for 5 lots right now. I appreciate anyone's support. We've done lots of work and research to do the right thing. Don't want anything leaking anywhere.
124. Chair Cote recognizes Larry Kahn asking if it's new information.
125. L. Kahn comments he thinks its new information, if this conceptual area, why has there been so much work on the property. We appreciate the use of the property but there's been a lot work on the area done already. Seems as if it will be developed.
126. Chair Cote comments at the first public hearing, that's what the neighbours were asking for. The Board took that information and went back to the applicant and asked for the conceptual idea. That's where it came from.
127. M. Irg reiterates that in his introduction he explained that the balance of the property that is A3 will have to come back to the ACRD with another application and there will be another public hearing allowing public input for that.
128. Chair Cote explains that no new information can be received by members of the Board of Directors between the end of the hearing and the Board meeting scheduled for January 9th. If any Board member does so, the hearing would be invalidated and would have to be held again. He clarifies that the applicants and members of the public are welcome to speak to ACRD staff, but not to Board members.
129. Chair Cote invites the applicants and public to add any additional information or comments.
130. No comments.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
March 1, 2022 – ELECTORAL AREA 'D'

131. Chair Cote calls three times for further representations and comments from the public. Hearing none, the hearing is terminated at 9:29 pm.

Certified Correct:

\_\_\_\_\_  
Penny Cote, Director for Electoral Area 'D' – Beaver Creek

Minutes Prepared by:

*k. McArthur*  
\_\_\_\_\_  
Kathy McArthur, Planning Assistant



**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1430**

**ACRD FILE NO.: RD21005**

**APPLICANT NAME: Dale Mykyte**

**ACRD CONTACT: Alex Dyer, Planning Manager**

**Date of Referral: June 30, 2021**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) supports the rezoning and development subject to the following conditions.

- As suggested, a covenant as road dedication be surveyed and registered on title with Land Title and Survey Authority (LTSA) to provide access to the Crown lands beyond. This has been identified as an extension of Taylor Arm Drive in Proposed Bare Land Strata Plan of Lot 45, District Lot 622, Clayoquot District, Plan 12452. If the Ministry of Transportation and Infrastructure (MOTI) requires this access road be dedicated as a highway or other legislated designation then MOTI's recommendations / conditions prevail.

- The Sproat Lake Official Community Plan will regulate activities within the riparian areas; however, should work occur within a stream the Water Sustainability Act still applies. If works are required in and about a stream as identified in the Water Sustainability Act, appropriate notification / authorization must be obtained prior to the commencement of such works.

- All other applicable legislation applies.

Agency (please print): Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD)

Name (please print): David Robinson Title: Resource Manager

Signature:  Date: 7/8/21

**From:** [Hendy, Timothy TRAN:EX](#)  
**To:** [Kathy McArthur](#)  
**Subject:** RE: Bylaw P1430 Referral Response - RD21005  
**Date:** July 14, 2021 2:16:48 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image007.png](#)  
[image008.png](#)  
[image009.png](#)  
[image013.png](#)

---

Hi Kathy

MoTI has no objections to this rezoning application. This does not constitute subdivision approval, for which separate application must be made.

Thank you.

**Tim Hendy | Development Services Officer**  
Vancouver Island District | Ministry of Transportation and Infrastructure  
P: (250) 734-4812 | [timothy.hendy@gov.bc.ca](mailto:timothy.hendy@gov.bc.ca)



[APPLY FOR PERMIT](#)

[APPLY FOR BCeID](#)

[SUBDIVISION INFORMATION](#)

---

**From:** Kathy McArthur <[kmcarthur@acrd.bc.ca](mailto:kmcarthur@acrd.bc.ca)>  
**Sent:** July 5, 2021 12:13 PM  
**To:** Stephanie Bruvall <[stephanie.bruvall@viha.ca](mailto:stephanie.bruvall@viha.ca)>; Hendy, Timothy TRAN:EX <[Timothy.Hendy@gov.bc.ca](mailto:Timothy.Hendy@gov.bc.ca)>; 'Darrell Ross' <[dross@tseshaht.com](mailto:dross@tseshaht.com)>; XT:Cheetham, Lindsay EDUC:IN <[lcheetham@sd70.bc.ca](mailto:lcheetham@sd70.bc.ca)>; Brandy Lauder <[brandy@hupacasath.ca](mailto:brandy@hupacasath.ca)>; Hopps, Jesse FLNR:EX <[Jesse.Hopps@gov.bc.ca](mailto:Jesse.Hopps@gov.bc.ca)>  
**Cc:** Alex Dyer <[adyer@acrd.bc.ca](mailto:adyer@acrd.bc.ca)>; Charlie Starratt <[cstarratt@acrd.bc.ca](mailto:cstarratt@acrd.bc.ca)>; Brett Mortlock <[bmortlock@acrd.bc.ca](mailto:bmortlock@acrd.bc.ca)>; Joe Lamoureux <[joe@albernihometeam.com](mailto:joe@albernihometeam.com)>; Mike Cann (<[firechief@sproatlakefire.ca](mailto:firechief@sproatlakefire.ca)> <[firechief@sproatlakefire.ca](mailto:firechief@sproatlakefire.ca)>); Michael McGregor <[mmcgregor@acrd.bc.ca](mailto:mmcgregor@acrd.bc.ca)>  
**Subject:** Bylaw P1430 Referral Response - RD21005

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hello,

Please find attached the referral package and response form for Sproat Lake rezoning application RD21005.

If you have any input to provide regarding this application, please complete the response form and return it to me within 30 days.

Thank you,



**Kathy McArthur**

Planning Assistant

**A** 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

**O** 250.720.2709 **W** [acrd.bc.ca](http://acrd.bc.ca)

*This email is confidential and may be privileged. Any use of this email by an unintended recipient is prohibited.  
If you receive this email in error please notify me immediately and delete it.*



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

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

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

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1430      ACRD FILE NO.: RD21005**

**APPLICANT NAME: Dale Mykyte**

**ACRD CONTACT: Alex Dyer, Planning Manager**

**Date of Referral: June 30, 2021**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Agency (please print): ACRD Building Department

Name (please print): Brett Mortlock

Title: Building Inspector

Signature: BM

Date: 7/12/21



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

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

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

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1430**

**ACRD FILE NO.: RD21005**

**APPLICANT NAME: Dale Mykyte**

**ACRD CONTACT: Alex Dyer, Planning Manager**

**Date of Referral: June 30, 2021**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

This proposed subdivision is at the end of an isolated area. Would be nice to see an alternate road installed to Highway 4 to the west of this area. Other than a second egress point in the case of a WUI (Wild land Urban Interface) fire, and the roads are constructed to withstand the weight and size of our fire trucks. We can provide fire protection to this property.

Agency (please print): Sproat Lake Fire Department

Name (please print): Mike Cann

Title: Fire Chief

Signature: M. Cann

Date: 8/1/21



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1430      ACRD FILE NO.: RD21005**

**APPLICANT NAME: Dale Mykyte**

**ACRD CONTACT: Alex Dyer, Planning Manager**

**Date of Referral: June 30, 2021**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Island Health will have an opportunity to review the subdivision application through the referral process with the Ministry of Transportation and Infrastructure to ensure the proposal meets the intent of Island Health's Subdivision Standards.

### Sewage Disposal:

The purpose of the Island Health Subdivision Standards is to ensure that new lots created through the subdivision process will support a primary and reserve sewerage system. The intent is to provide a viable long-term solution for onsite wastewater, thereby eliminating the need for costly extensions of municipal sewer systems. These standards are designed to address concerns of detrimental cumulative impact associated with increased density using onsite sewerage systems.

While a Registered Onsite Wastewater Practitioner is able to evaluate the ability of the soils to support an onsite sewerage system, the Sewerage System Standard Practice Manual states that the manual is not intended to address the potential cumulative impacts of discharge from multiple sewerage systems within a given area. A hydrogeological assessment may be required for all community sewerage systems. A qualified professional, licensed to practice in British Columbia, must complete this assessment.

### Drinking water supply:

The Drinking Water Protection Act does not apply to a domestic water supply system that serves only one single-family residence. All community water supply systems, systems of 2 or more connections, must comply with the Drinking Water Protection Act and Regulations.

Agency (please print): ISLAND HEALTH

Name (please print): LENI ROSE

Title: ENVIRONMENTAL HEALTH OFFICER

Signature:

Leni Rose

Digitally signed by Leni Rose  
Date: 2021.07.06 08:49:24 -07'00'

Date: 7/6/21

**From:** [Will Buchan](#)  
**To:** [Planning Shared](#); [Penny Cote](#); [John McNabb](#); [Mike Irg](#)  
**Cc:** [Deb Forsyth](#)  
**Subject:** Public Hearing for LOT 45, District Lot 622, Clayoquot District Plan 12452 Development Plan and Rezoning Proposal  
**Date:** February 22, 2022 1:00:52 PM

---

**[CAUTION] This email originated from outside of the ACRD**

Email submitted at 1:00pm Tuesday, February 22n 2022

**Subject: Lot 45 District Lot 622, Clayoquot District Plan 12452 Development Plan and Rezoning Proposal**

TO: Mike Erg, General Manager Planning and Development ACRD

Penny Cote, Director Sproat Lake Area ACRD

John McNabb, Vice Chairperson ACRD

We are a property owner with our property located on Wilson Road, Adjacent to where this proposed development is being considered by the ACRD.

We are asking and feel that it would also be prudent that a request that the March 1, 2022, public hearing be delayed until sometime in late July 2022 when we and the residents of the lake in the affected region are more likely to be in the area, and able to attend in appropriate and representative numbers.

Alternately, I am requesting a THIRD HEARING TAKE PLACE before this propal passes, as there are a great deal of concerns to take into account for such a development.

These are but a few concerns we have currently:

Water, Sewer, Public Lake Access, Increased Traffic, Additional Parking, Bylaw Enforcement, Sanitation and Public Restroom areas, Land Usage, Wetlands Environmental concerns.

Delaying this meeting to a later date or having a third public hearing will allow all affected persons involved to review the extensive proposal and gather further information, to be better informed for a future meeting.

Please respond confirming you have received this Email

Respectfully submitted,

Bill Buchanan and Deborah Forsyth

10395 Wilson Road, Port Alberni, BC, V9Y 9A3

Chris Law  
10693 Tilly Rd  
Port Alberni, BC  
V9Y 8Z8  
February 28, 2022

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

Re: P1430 (Mykyte) -West End of Taylor Arm Drive

Alberni Clayoquot Regional District:

Thank you for providing the opportunity for public input into this proposed Zoning amendment. I understand that we are only discussing the 7.9 acres of the 93.5 acre property in this rezoning application. There was a preliminary concept plan for the whole 93.5 acre property included in the proposal. Since this was included in the proposal then my comments are going to also reflect the whole 93.5 acres. If there was a guarantee that the Taylor Arm Drive Preliminary Concept Plan was to be followed I would put my support behind this plan. Since it is not I do not feel the rezoning is in the best interest of the community. The following are my reasons.

1. No clear idea of what will happen with the rest of the 93.5 acres. No clear idea of how many lots will be put into this 7.9 acre section. RA3 allows for lots down to 0.6 acres. There could be a total of 13 lots. The attached map showing 5 lots is just a conceptual subdivision proposal and the number of lots could double.
2. No guarantee of the access strip along the north boundary of subdivision. The only commitment is as follows. "Registration of a restrictive covenant requiring suitable public access, acceptable to the ACRD, to the Crown Land Lying north of the property at the time of subdivision. The attached map showing the access to the lake is just a conceptual subdivision
3. ACRD is in the process of developing a zoning by law to address proper set backs from Riparian areas. This should be in place before any zoning changes are allowed along water bodies.
4. BC Government has just started a new Ministry of Land Resource Stewardship. I think the government has realized that the local governments are not doing an adequate job to protect these resources so they have created a whole new ministry to step in. ACRD should not be approving rezoning along water bodies until this new Ministry is up and running. I have

included the Mandate Letter for this new Ministry as an attachment. Here are two pertinent mandates to this file. 1. “Provide provincial leadership on water policy and strategies including the coordination of government’s source to tap strategy to protect drinking water.” 2 “Ensure our water and watersheds are respected and valued, through the development of the Watershed Security Strategy and Watershed Security Fund with support from the Minister of Environment and Climate Change Strategy.”

5. Sproat Lake just underwent a Official Community Plan which went through significant public input. This zoning change contradicts the official community plan. There has not been the public information sharing and consultation that should be required to change and Official Community Plan that was just approved.

6. I feel the potential negative and unknown results from this zoning amendment do not need to be rushed into. I feel the public should be given more clarity and guarantee, on what the resulting outcome of this subdivision will look like.

Thank you for the opportunity to provide information for this rezoning application. The creation of the official community plan for Sproat Lake was a good process. I think if we are going to deviate from that plan so quickly then it defeated the whole purpose for creating the plan.

Sincerely,

Chris Law



February 25, 2022

Honourable Josie Osborne  
Minister of Land, Water and Resource Stewardship  
and Minister responsible for Fisheries  
Parliament Buildings  
Victoria, British Columbia V8V 1X4

Dear Minister Osborne:

Thank you for agreeing to serve British Columbians as Minister of Land, Water and Resource Stewardship and Minister responsible for Fisheries.

In this past year, as a member of Cabinet, your work has contributed to this government's efforts to support British Columbians as they face the impacts of COVID-19. People throughout the province continue to work together to stay safe and rebuild their lives and communities from the effects of the pandemic. Our government remains committed to getting through the pandemic and its after effects by building on this resilience and focusing on what matters most to people.

British Columbians voted for a government focused on their priorities: providing better health care for people and families, delivering affordability and security in our communities, and investing in good jobs and livelihoods in a clean-energy future.

I expect you –with support of your ministry – to focus on the commitments detailed in our platform, *Working for You*, along with the following foundational principles:

- **Putting people first:** Since 2017, our government has focused on making decisions to meet people's needs. That focus drove our work in our first term and will continue to be our priority. British Columbians are counting on the government to keep them safe and to build an economic recovery that works for everyone, not just those at the top. Keeping people at the centre of everything we do means protecting and enhancing the public services people rely on and working to make life more affordable for everyone.

.../2

---

**Office of the  
Premier**

**Web Site:**  
[www.gov.bc.ca](http://www.gov.bc.ca)

**Mailing Address:**  
PO Box 9041 Stn Prov Govt  
Victoria BC V8W 9E1

**Location:**  
Parliament Buildings  
Victoria

- **Lasting and meaningful reconciliation:** Reconciliation is an ongoing process and a shared responsibility for us all. The unanimous passage of the *Declaration on the Rights of Indigenous Peoples Act* was a significant step forward in this journey. True reconciliation will take time and ongoing commitment to work with Indigenous peoples as they move toward self-determination. Our government – and every ministry – must remain focused on creating opportunities for Indigenous peoples to be full partners in our economy and providing a clear and sustainable path for everyone to work toward lasting reconciliation.
- **Equity and anti-racism:** Our province's history, identity and strength are rooted in its diverse population. Yet racialized and marginalized people face historic and present-day barriers that limit their full participation in their communities, workplaces, government, and their lives. Our government has a moral and ethical responsibility to tackle systemic discrimination in all its forms – and every ministry has a role in this work. While our caucus elected a record number of women, more work remains to address gender equity. Delivering on our commitments to address racial discrimination will require a commitment by all of government to ensure increased IBPOC (Indigenous, Black and People of Colour) representation within the public service, including in government appointments. Our efforts to address systemic discrimination must also inform policy and budget decisions by reviewing all decisions through a Gender-Based Analysis Plus (GBA+) lens.
- **A better future through fighting climate change:** In 2018, our government launched our CleanBC climate action plan. CleanBC puts British Columbia on the path to a cleaner, better future by building a low-carbon economy with new clean-energy jobs and opportunities, protecting our air, land and water and supporting communities to prepare for climate impacts. It is every Minister's responsibility to ensure your ministry's work continues to achieve CleanBC's goals.
- **A strong, sustainable economy that works for everyone:** We will continue our work to support British Columbians through the pandemic and the economic recovery by investing in health care, getting people back to work, helping businesses and communities, and building the clean, innovative economy of the future. Our plan will train the workforce of tomorrow, help businesses hire and grow and invest in the infrastructure needed to build our province.

The pandemic has reminded us that we're strongest when we work together. Delivering on our commitments to people will require a coordinated effort with your cabinet and caucus colleagues, supported by the skilled professionals in the public service. You will also support your cabinet colleagues to do their work, particularly where commitments cross ministry lines.

.../3

British Columbians expect their elected representatives to work together to advance the broader public good despite their partisan perspectives. That means seeking out, fostering, and championing good ideas, regardless of their origin. I expect you to reach out to elected members from all parties as you deliver on your mandate. Further, you will build thoughtful and sustained relationships through public and stakeholder engagement plans that connect with people to incorporate their perspectives early in the policy development process. These plans must include measurable outcomes and ensure active dialogue and ongoing outreach in your ministry's actions and priorities.

Over the course of our mandate, I expect you will make progress on the following items:

- Develop a path forward with First Nations to build a co-managed land and resource management regime that will ensure natural resources are managed effectively now and in the future.
- Continue the modernization of land use planning for ecosystems, rivers, lakes, forests, land and waters by involving First Nations, local communities, and industry confirming social choice on the land base through inclusive processes.
- Provide provincial leadership on water policy and strategies including the coordination of government's source to tap strategy to protect drinking water.
- Lead the Together for Wildlife Strategy, with the support of the Parliamentary Secretary for Environment, and with neighbouring jurisdictions, to cooperatively develop and invest in new strategies aimed at better protecting our shared wildlife and habitat corridors.
- Ensure our water and watersheds are respected and valued, through the development of the Watershed Security Strategy and Watershed Security Fund with support from the Minister of Environment and Climate Change Strategy.
- Lead the development of the Coastal Marine Strategy – in partnership with First Nations and federal and local governments – to better protect coastal habitat while growing coastal economies with support from the Minister of Environment and Climate Change Strategy.
- Continue the implementation of the Wild Salmon Strategy including working with the federal government to double the Salmon Restoration and Innovation Fund.
- Continue to work with partners to protect species at risk and work collaboratively with other ministries to protect and enhance BC's biodiversity.

- Increase the Province's capacity to manage for cumulative effects through integration of science-based land, aquatic, resource, geographic data and Indigenous knowledge so evidence-informed policy and decisions can be made by statutory decision makers.
- Work with the Minister of Forests to support the implementation of the recommendations of the Old Growth Strategic Review in collaboration with First Nations, labour, industry, and environmental groups.
- Work with the Minister of Tourism, Arts, Culture and Sport to ensure the tourism, cultural, recreational, and economic benefits from heritage and historic places, mountain resorts, and adventure tourism are integrated into modernized land-use policy and planning.
- To ensure alignment between transportation and land-use planning, support the Minister of Transportation and Infrastructure, and work with the Minister of Municipal Affairs, on the implementation of the Integrated Transportation and Development Strategy.

To assist you in meeting the commitments we have made to British Columbians, you are assigned a Parliamentary Secretary for Fisheries and Aquaculture. You will work closely together and ensure your Parliamentary Secretary receives appropriate support to deliver on the following priorities, outlined in the mandate letter issued to them:

- Lead work with the federal government to develop new strategies to protect and revitalize BC's wild salmon populations building on past successes such as protection of fish habitat and innovation in fish hatcheries.
- In partnership with federal, First Nations and local governments, support the work to develop and implement the Watershed Security Strategy and Fund, Coastal Marine Strategy, and Wild Salmon Strategy.
- In collaboration with federal, First Nations, local governments and industry, support the work to develop and implement a responsible plan, including technology-based solutions, to transition from open-net finfish aquaculture.

Our work as a government must continually evolve to meet the changing needs of people in this province. Issues not contemplated in this letter will come forward for government action and I ask you to bring such matters forward for consideration by the Planning and Priorities Committee of cabinet, with the expectation that any proposed initiatives will be subject to the usual cabinet and Treasury Board oversight. Your ministry's priorities must reflect our government's overall strategic plan as determined by cabinet.

.../5

All cabinet members are expected to review, understand and act according to the *Members' Conflict of Interest Act* and conduct themselves with the highest level of integrity. As a minister of the Crown, your conduct will reflect not only on you, but on cabinet and our government.

You are responsible for providing strong, professional, and ethical leadership within cabinet and your ministry. You will establish a collaborative working relationship with your deputy minister and the public servants under their direction who provide the professional, non-partisan advice that is fundamental to delivering on our government's priorities. You must ensure your minister's office meets the highest standards for integrity and provides a respectful and rewarding environment for all staff.

My commitment to all British Columbians is to do my level best to make sure people's lives are better, safer, and more affordable. I believe the challenges we face can and will be overcome by working together. By way of this letter, I am expressing my faith that people can expect the same commitment from you.

Sincerely,



John Horgan  
Premier

DOUG AND PAT FERGUSON  
2-4341 CROWNWOOD LANE  
Victoria, BC. V8X 5G3  
250-744-7711

February 26, 2022

SUBJECT: PUBLIC HEARING FOR BYLAW P1430 – MARCH 1, 2022

My wife and I have owned our property at 11148 Taylor Arm Drive since 1991.

In addition to our concerns submitted at the October 4, 2021 public hearing, the following are our comments related to this application and associated conceptual drawings:

1. The development concept appears to provide public parking for approximately 25 vehicles at the west end of Taylor Arm Drive. While it is impossible to determine if the parking is part of this application, or is simply part of the concept presented for the larger parcel, it is not acceptable as owners of adjacent property. We insist that the public parking lot be removed from the concept plan and in future, when a zoning application is submitted for the larger parcel, public parking be dispersed amongst the proposed new lots. For example, five to ten parking spots on the opposite side of the Taylor Arm Drive extension from the five proposed waterfront lots; with the balance distributed amongst the rest of the cul-de-sacs. Purchasers of these new lots will know when they buy that public parking for access to the trails is part of their new community.

At the previous hearing on October 4, applicant Mykyte commented that he once lived at the opposite end of Taylor Arm Drive, beside a public access, and claimed it was no issue. There is no comparison between the two situations and his attempt to compare and trivialize the impact of living adjacent to an attractive nuisance such as Beer Can Beach and cliffs is not appreciated.

2. There does not appear to be a designated turn around at the new west termination of Taylor Arm Drive. We assume this will be addressed during the subdivision approval portion by the Ministry of Transportation?
3. We believe the addition of the conceptual drawings for the larger portion of this property changes the aspect of the development entirely and warrants a delay of the public hearing until sometime during the summer when owners of all effected properties are likely to be in the area, and are better able to voice their opinion.
4. We support other contributors in their concern for the apparent lack of diligence in determining suitability and placement of sewage treatment facilities throughout the parcel.

Now that we have more information regarding this proposed development, we are further convinced that approval to proceed will forever negatively affect our community and the calm, peaceful environment we currently enjoy.

Regards,

Doug and Pat Ferguson

February 28, 2022

Alberni-Clayoquot Regional District

Subject: Lot 45 Taylor Arm Dr. Bylaw P1430 Public Hearing Mar. 1, 2022

I have been a property owner on Taylor Arm Drive for over 35 years. The main attributes for selecting this area for residence are that it is peaceful, family oriented, has very little traffic and no through road.

I submitted a written objection and attended the original hearing for this application held October 4, 2021. The changes to the amended original application to Lot 45 are significant and quite worrisome and raise entirely new issues that I cannot support. It is clear to me, and our neighbourhood, that the impact of these new changes to Lot 45 will be detrimental with respect to traffic, noise, and other undesirable disturbances that will occur if the amended zoning is approved. My comments, question and concerns are detailed below:

The two maps in the ACRD website posted application and the map in the official notice of Public Hearing outlining the areas of Lot 45 affected are confusing, if not contradictory, as to what is being applied for.

It appears that there is a new parking lot (proposed park) of approximately 250 feet opposite Lots 44, 43 & 42 as part of this zoning amendment application. This parking area could accommodate as many as 30 cars and there is no explanation for its intended use.

- Will it be part of the bare land strata? If so, why would 5 strata lots that appear to have average lot sizes of 120' by 450' require more parking?
- Will it be dedicated as new road allowance as part of the public Taylor Arm Drive roadway? If so, what future plan is intended for public use of this space? Is it for future access to the developer's large lake front park and large crown lands to the north of Lot 45?
- Will it be used to access the developer's future redevelopment of the remaining Lot 45 and proposed trail system? If so, why propose this location, which heavily impacts the freehold lots opposite this parking lot and would cause increased traffic all along Taylor Arm Drive and Asher Road?

If there is additional parking to be provided by the developer, it should be considered as part of the conceptual plan for the remainder of the property but in the area where the conceptual densification of new residential lots might be developed off Asher Road.

I will note that the original application for the five-lot development of the northern part of Lot 45 had no water road access. Some time after the October 4<sup>th</sup> public meeting was announced and October 4<sup>th</sup>, the most northern part of Lot 45 had a 5 meter road access added. Now it appears this area has over 100 feet of frontage which is labelled as a park. I will assume that this is as per request of the planning department and not proposed by the developer. I believe it is safe to assume that with new proposed road access that DL950 and Lot 503 can be integrated into this park. There has been no transparency in relation to this area.

Lot 45 is a large 94+/- acre property most of which comprises a large sensitive riparian wetland area that naturally drains into Sproat Lake. This sensitive wetland portion will be complicated to integrate into the existing neighbourhood under any development proposal. It also requires an extensive environmental and engineer evaluation and report, which has not been made public for review.

Furthermore, a parking lot at this location will lead to unwanted congestion at this end of Taylor Arm Drive with the potential of undesirable activities on the shorefront of Sproat Lake adjacent to the five bare land strata lots being proposed and access to crown lands. As a result, the crown lands adjacent will have no jurisdictional supervision for undesirable activities and these issues will fall to the neighbourhood and police to deal with.

Taylor Arm Drive is a peaceful dead-end road and was developed to terminate at a large rural residential property. Its topography was not designed as a thoroughfare. Any extension of Taylor Arm Drive through Lot 45 to its northern boundary to the crown lands and potentially to private lands beyond this, is inappropriate and would be detrimental to our neighbourhood.

In summary, the amendments to the original application leaves more questions than answers and I do not support this application in its current form. Lot 45 zoning already allows for significant subdivision of this property without any application for zoning changes. The current zoning of Lot 45, which has been in existence since the original subdivision of all the lots on Taylor Arm Dr. should remain.

Should the ACRD continue to pursue rezoning of Lot 45, it should be done as one complete zoned and development proposal, including all civic infrastructure and public use areas identified so that existing property owners know what their neighbourhood is going to become.

Sincerely yours,  
Elmer Behn (see NOTE 1)  
11132 Taylor Arm Drive  
Port Alberni, BC

NOTE 1: Jon Ronkai, 11164 Taylor Arm Drive, has asked to have his name added to this submission.

Hermann and Tracy Nell  
10814 Taylor Arm Drive  
Port Alberni, BC V9Y 9A4

Planning Department, Regional District of Alberni-Clayoquot  
3008 5<sup>th</sup> Ave.  
Port Alberni, BC V9Y 2E3  
[planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)

Re: Proposed re-zoning and development of Lot 45, Clayoquot District

February 21, 2022

Dear Mr. Irg,

We are property owners at Sproat Lake and wish to express the concerns we have regarding the proposed development on Asher Road and Taylor Arm Drive. Our property is directly across from the proposed development.

We have major concerns about the density of the development. We are concerned about the environmental impact on the surrounding area and lake. We would like more information about the shared septic and sanitary treatment plants and what the effect will be on the neighborhood and potential contamination of the ground water. The developer has also neglected to specify where the new development will be getting their water from.

Approximately, 50 new residences are proposed for the area without any clear provision for lake access. The surrounding public easements cannot support this large increase in population. It would be reasonable for the developer to provide access to the lake with the appropriate facilities; parking, toilets, change rooms, a waste disposal area and dock; at what is locally called Beer Can Beach. This is the area of the development that has some proposed waterfront lots.

We have property adjacent to the only easily accessible public easement on Taylor Arm Drive and the increased traffic will significantly impact us. This easement, Cook Road, provides access to our property as well as the neighbor's property. We are concerned about the issue of parking, waste disposal for food and other garbage, and toilets. Where will the extra traffic have access to these things? There is potential for water contamination and a decrease in water quality due to the neglect of users. The disruption to wildlife and personal safety are also concerns.

Lake access for this development has never been planned for by the ACRD, therefore it is incumbent for the ACRD to take the responsibility to protect current landowners and to bear the brunt of this oversight.

We are opposed to the proposed re-zoning and development as presented.

Hermann and Tracy Nell

**From:** [Jonathan Ronkai](#)  
**To:** [Planning Shared](#)  
**Subject:** Lot 45 Sproat Lake  
**Date:** February 19, 2022 11:02:14 AM  
**Attachments:** [image001.png](#)

---

**[CAUTION] This email originated from outside of the ACRD**

To Whom it May Concern,

I'm writing in support of the request for a 3<sup>rd</sup> hearing in respect to the approval of the development proposal for Lot 45 on Sproat Lake. I have numerous concerns that are shared by the community.

**Jonathan Ronkai, CPA, CA, CFP**  
**Principal**



Chartered Professional Accountants

1188 West Georgia, Suite 1440

Vancouver, BC

V6E 4A2

Direct: 604-336-4919

Phone: 604-688-6191 (extension 106)

Fax: 604-688-2052

Email: [jronkai@arbutusgroupcpa.com](mailto:jronkai@arbutusgroupcpa.com)

[www.arbutusgroupcpa.com](http://www.arbutusgroupcpa.com)

*Any advice herein is based on the facts provided to us and on current tax law including judicial and administrative interpretation. Tax law is subject to continual change, at times on a retroactive basis and may result in incremental taxes, interest or penalties. Should the facts provided to us be incorrect or incomplete or should the law or its interpretation change, our advice may be inappropriate. We are not responsible for updating our advice for changes in law or interpretation after the date hereof.*

*Arbutus Group's advice is for the sole use of Arbutus Group's client. The advice is based on the specific facts and circumstances and the scope of Arbutus Group's engagement and is not intended to be relied upon by any other person. Arbutus Group disclaims any responsibility or liability.*

**From:** [Jill Stevenson](#)  
**To:** [Planning Shared](#)  
**Subject:** By-law 1430 Lot 45 Clayoquot District 622 Plan 12452 Taylor Arm Drive regarding changing By-law to Forest Rural (A3) to Acreage Residential (RA3)  
**Date:** February 25, 2022 1:13:33 PM

---

[CAUTION] This email originated from outside of the ACRD

>  
>  
>>

>> ACRD's mandate is to uphold and enforce the by-laws to ensure a cohesive and eco-friendly community.  
>> The future of Sproat Lake depends on ACRD's long term plans for development and short term ability to enforce by-laws that guarantee the community's long term vision of growth.

>

>> Change is inevitable but ACRD must stand as a buffer to large developments that contradicts the existing zoning of an area.

>> Personally the ACRD has not enforced a trailer violation that affected our immediate neighbourhood on Taylor Arm Drive. The ACRD recognized the by-law infraction but had no recourse to enforce the violation.

>> I find it ironic that a larger entity proposed by Dale Mykyte can not only violate a zoning regulation but apply to change the zoning map to accommodate his personal gain.

>> This removes any assurance that the ARCD will be the consistent force to defend their by-laws and zoning regulations for the residents of the community who respect the existing by-laws.

>> It must be noted that individuals in the community plan their lives around the rules that are in place.

>> When rules are changed it affects the members of the community in innumerable ways.

>>

>> Assuming this proposal to re-zone MAY go through I implore the ACRD to coordinate regulation enforcement between all governments ie provincial,federal and municipal. The regulations are complicated and over-lapping with no entity responsible for long term compliance to the regulations.

>> A development of this magnitude will compromise the lake with increased boat traffic, docks ,buoys and log booms. The increased activity on the beach will compromise the shore fauna and add to noise pollution and waste.

>> Can the ACRD accommodate the extra traffic and vehicles that will come to the community?

>> Garbage removal is an issue within our community so more homes will compound that issue.

>> Snow removal on Taylor Arm Drive is sporadic with no removal of snow on the east side of Taylor Arm from Asher.

>> Fire safety measures are another factor.

>> I am just naming a few of the issues that need oversight.

>

>> ACRD has the opportunity to step up and deliver the oversight that is required.

>

>> If ACRD does not have the oversight, legal ability or manpower to enforce the by-laws that protect our community then the only option is to deny the re-zoning until ACRD has the ability to inforce all regulations for a community development.

>>

>>

>>

>>

>>

>>

>> Sent from my iPad, Jill

**From:** [Lorinda Earl](#)  
**To:** [Planning Shared](#)  
**Subject:** Bylaw P1430  
**Date:** March 1, 2022 3:59:55 PM

---

**[CAUTION] This email originated from outside of the ACRD**

Hello Planning Department,

Mr. Mykyte knew the property he purchased was zoned for Forest Rural, and any change to the zoning will have to be certain to abide by the original intention of the bylaw. The impact on the lake environment and community will be of such significance, it is incumbent on the ACRD to properly explore it before making a decision of Yes or No on this matter.

Council must render a No on this proposal until a committee has explored it further. A suggestion: Use of technology can help to streamline the process, such as Ethelo Decisions.

Yours truly,  
Lorinda Earl

Klitsa Point Resident

ACRD  
3098 5th Street  
Port Alberni  
Via e-mail [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)

February 21, 2022

RE : Lot 45 Zoning Application.

We request this email submission be considered at the public hearing which we plan to attend.

We are the owners of the property across the road from the proposed developments. Our address is:

10796 Taylor Arm Drive

Our concerns with the above developments are the following :

1. We echo the numerous environmental impact concerns raised by others in our neighbourhood that this development will have in the immediate surrounding area as well as potential runoff into our pristine waters of our lake.
2. We are equally concerned at the profound lack of public access to the lake that this large development will require. This does not appear to have been addressed at all. In all likelihood there will be a substantial increase in the number of residents and their visitors who will need to access the lake via a public access point.

The developers have not indicated how much this proposed project will increase the number of people who will now populate our immediate neighbourhood- it is imperative that accurate population increase numbers are presented to us.

Currently the only accessible Public Access to the lake along Taylor Arm Drive is down the narrow Cook Rd, which provides access to 10796 and 10814 Taylor Arm Drive.

Cook Road leads into a marshy access in a small bay. That part of the lake has a marshy area which is a frequent breeding area for many migrant birds. We have significant concerns that this area will be destroyed with increased traffic and potential pollution from littering. Currently it is not unusual for us to clear litter in that area.

We do note the proposed development includes a park north of lot#5. Further details with respect to water access and public washroom facilities should be outlined and commensurate to accommodate the increased population use of the lake at that site.

Additional access points with appropriate public facilities will be needed as the proposed park next to lot #5 will not suffice in servicing that entire large development, and in all likelihood will

result in substantially increased traffic down Cook Road, which is totally inadequate to deal with such an increase.

3. We have serious concerns with respect to the timing of these hearings. There has been inadequate notification to cottage owners in the immediate area. We, for example only received formal notification of this hearing on February 17, 2022. Additionally, doing this during the winter months with many cottage owners not present, raises serious questions of deviousness on the part of the developer in an attempt to push this through the ACRD without adequate input and representation from the immediate neighbors, who are most impacted by the development.

Thus, for the above concerns, we strongly object to the current proposal.

Finally, we request that a further meeting be held in July or August, when most cottage owners are present, prior to any approval of this development.

Sincerely

Larry Kahn

Deb Sheinbaum

**From:** [Larry McMahon](#)  
**To:** [Planning Shared](#)  
**Subject:** Public Hearing Mar 1 2022 for Bylaw P1430 - Lot 45 Taylor Arm Dr. Zoning Application  
**Date:** February 19, 2022 11:16:39 PM

---

**[CAUTION] This email originated from outside of the ACRD**

**To:** Alberni-Clayoquot Regional District, 3098 5th St., Port Alberni

We request that this email submission be considered at the captioned public hearing which we plan on attending. Please confirm receipt.

### **Preamble & Summary Position**

We have been resident owners at 11010 Taylor Arm Dr. since 1978. Our property is across from Lot 45, the subject of this 2nd zoning application. We were aware of the existing zoning of Lot 45 and the surrounding neighborhood at the time we purchased. It was the primary reason for choosing this location.

We submitted our position on the original application for the Public Hearing for Lot 45 held Oct 4 2021, and attended the hearing, providing further input. We did not support the application for the reasons stated at that time. While we appreciate the developers time, effort and expense to try and satisfy the multiple resident concerns over the terms of the original application, we find nothing more compelling about this application and in fact, find it far less supportable.

We do not support the revised rezoning application. We believe that if the ACRD approves this revised rezoning application it will irreversibly change the nature of this neighborhood from a quiet, rural, residential area to a busy transient area.

### **Rationale**

1. The current zoning of Lot 45 with 10 acre minimums for the majority of the west end of the subject property along Taylor Arm Dr. (approx. 78 of 94 acres) is adequate to maintain the current nature of the quiet neighborhood, but also protect the sensitive riparian areas of the lake and the wetlands on the northside of Taylor Arm Dr.

2. The proposed zoning and subdivision, while it would create 5 similar sized waterfront lots as in the existing neighborhood, also includes an extension of the public Taylor Arm Drive through the subject property to Crown lands to the north, and potentially other privately owned large properties to the west of the crown lands. Taylor Arm Drive is a narrow, poorly maintained public road which, if extended as planned, will potentially create a busy thoroughfare to these lands. This will likely lead to unwanted, socially negative activities in the neighborhood, including illegal camping, beach fires and neighborhood disturbances, all of which has been an issue under existing conditions. At the original hearing in Oct 2021, this was a major issue raised by multiple property owners and this revised zoning application completely ignores those concerns.

3. Under the developers new proposal, it requires a dedication of parkland or cash in lieu to the ACRD. At this stage, without an informed person knowing whether the ACRD will negotiate land or cash, it is not possible to assess the positive or negative aspects of the parkland requirement. The revised application still does not address whether there is cash in lieu or the developers proposed enlarged park dedication. If, in fact, the District accepts the proposed park dedication, we see major issues with its location at the end of the most westerly strata lots which borders the crown lands to the north of Lot 45. This location is particularly more concerning if the Taylor Arm Drive public road is extended through the property to the borders of the crown lands to the North. This will simply aggravate and attract socially undesirable activities mentioned earlier that could spill over into the adjacent crown lands that will have no governing oversight.

4. The new proposal suggests an approximate 250 foot car parking lot dedication at the end of the existing termination of Taylor Arm Dive, and opposite lots 42, 43, & 44. It gives rise to considerable concern as to why providing parking for approximately 25 cars is necessary without explanation as to it's purpose. Once again, this could potentially lead to overcrowding at the end of the road way, and contributing to the undesirable activities mentioned above.

5. We acknowledge the efforts of the developer to conceptually provide more information on how the rest of the property would be developed, including additional housing areas and dedication of parklands that would include the sensitive riparian wetlands. There are concerns about a large number of new, smaller .6 acre lots for new residential sites which have the potential for over-taxing an already poorly maintained Taylor Arm Drive We realize this is only a concept and is not part of this zoning application.

### **Conclusion and Recommendations**

As indicated at the outset of this submission we do not support this application for rezoning.

1. We believe the existing zoning should remain, as it preserves the quality of this rural area and does allow the owner a larger 10 acre lot subdivision if he so chooses.

2. If the developer attempts a further submission to the District for rezoning of Lot 45, under no circumstances should this be considered on a piece meal basis as it is now. It should include the entire approximate 94 acre parcel detailing all proposed residential subdivisions and dedication of parklands. The District also needs to provide far more clarification what it's intentions are for access to the crown land properties and private lands that lie beyond Lot 45. It is disrespectful to the existing property owners in the area to not know the full details of what their neighborhood will look like, including a definitive commitment to preserving the sensitive riparian areas of the property that affect Sproat Lake, its water supply and the neighborhood.

3. If the District feels there is some legal or statutory reason this zoning application as it stands now has to proceed with a public hearing, we believe it should be postponed to a future date when resident owners have more time to organize their common concerns and present them to District staff for input before a further public hearing is held.

Yours respectfully,

Larry & Terry McMahan

11010 Taylor Arm Dr.

--

Larry McMahan  
250-217-3068

ACRD  
3098 5th Street  
Port Alberni  
Via e-mail [planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)

## **Re: Proposed re-zoning and development of Lot 45, Clayoquot District**

Thank you for your consideration of this letter outlining concern regarding the development of Lot 45.

By now you have probably already heard from several property owners in the immediate vicinity of this proposed development. We own a property at 10390 Wilson Road which is immediately below the eastern edge of the development. While we understand that development of this area to some degree is inevitable, it is crucial that this be done with appropriate forethought and planning to ensure minimal environmental impact and no disturbance to existing owners.

### **Septic Fields and Environmental Concerns**

I have several concerns regarding the design, location and type of septic fields proposed. All septic fields show "Potential Sanitary Treatment Plants". What does this mean specifically? And who is responsible for maintenance of the plants, in 1 year, in 5 years and in 10 years and beyond?

The report from H2O Environmental Ltd. States "Island Health (IH) policies call for a minimum of 90cm native mineral depth for a community sewage septic system.....". Yet the report states "the soil profile on the area investigated for wastewater is a varying thickness of 5-20 cm of organic forest debris" with underlying silt loam and coarse fragment " from 38cm to 80cm". All of this is located over bedrock or massive clay. It would seem that the location of the septic fields as proposed are not ideal and do not currently meet the requirements of Island Health.

My limited understanding of septic fields is that they are placed on a horizontal field to prevent "pooling" of waste at one end of the field. My knowledge of the topography of the area would suggest that the fields drain toward the lake (and toward the property owners closer to the lake). Proper oversight of the field design would be essential, not only to protect the property owners "downstream" of the septic field but more importantly to preserve the quality of the potable water of the residents who draw water directly from the lake. Perhaps the fields should be relocated to another area within the development that would reduce the potential for contamination of lake water.

Given the sensitive nature of the issue, with potential for lake water contamination, it would be prudent to have an independent environmental assessment of proposed wastewater dispersal (at the expense of the developer). In addition mandatory regular lake water testing should be required on a regular and ongoing basis to ensure the lake water is not contaminated.

### **Densification**

This proposed development would allow for marked densification of the area. Currently this area has limited public access to the lake, and there is nothing in the plan to allow for protection of existing public water access easements and the potential nuisance to adjacent property owners (noise, garbage, trespass etc.).

There is no provision for toilet facilities in these areas nor for garbage disposal. The current public easement on Cook Road is inadequate to service a high volume of vehicles and people.

The potential for illegal docks attached to these public water access easements is high. Is the Regional District going to enforce removal and prevent construction of illegal structures?

There is no provision in this plan that details how the proposed strata will obtain water from the lake. Specifically, from which areas will the lake water be drawn, will this have an environmental impact on the shoreline where the intake is located, where will the pump station be located to pump water uphill to the strata, does this create a noise issue for property owners nearby, what size water line is required, and how will this line be routed to the development?

In summary, the existing proposal raises serious concerns around wastewater dispersal and management, environmental impact of such systems, potential for lake water contamination, inadequate public facilities to handle the densification of this area, potential for increased noise complaints and trespass, inadequate bylaw enforcement capability and concerns around water supply to this subdivision.

We feel the public hearing on March 1, 2022 will allow discussion of some of these concerns and some opportunity for the developer to respond. We would request another public hearing be scheduled for July / August 2022 as this would allow some of the seasonal property owners who may not be aware of this development to attend and have input as well.

Thank you for your consideration of these issues.

Murray and Helen Erasmus  
10390 Wilson Road

**From:** [Matt Husslage](#)  
**To:** [Planning Shared](#)  
**Subject:** Public Hearing Bylaw P1430  
**Date:** February 27, 2022 11:53:21 AM

---

**[CAUTION] This email originated from outside of the ACRD**

Planning Department  
Regional District of Alberni-Clayoquot

Attn: Mike Irg  
Re: Public Hearing Bylaw P1430  
RD21005-Lot 45, Taylor Arm Drive (Mykyte)

I am writing in response to the proposed bylaw change, thank you in advance for addressing my concerns.

My first concern is with regards to the common property (Disposal Field). In the plan map by Prism Surveying, there is little information on the design of the required elements for a proper septic field. In the map of the preliminary concept plan by Townsite Planning, it is noted that within the area with the proposed bylaw change (Area A- Waterfront Lots), that there is a common property septic dispersal field that would require a sanitary treatment plant. Finally, in the memo from H2O Environmental Ltd, to Dale Mykyte titled, "Soil Investigation for Strata Lot Wastewater Dispersal on Part of Lot 45, DL 622, Clayoquot District, Plan 12452", the report states that a "distribution system will be a uniform, pressurized distribution system, most likely a sand mound". The memo goes on to describe that the system will, "generally consist of a large receiving/equalization tank which times doses the treatment plant, gravity feeds to a large dose tank that also times doses to the dispersal field either through multiple pumps or through an indexing valve to cycle through different zones of the field".

My concern at this point is that the disposal field seems to be conceptual, but I am curious if an actual septic system design has been submitted and is there a professional engineer that has signed off on it?

The information provided and measures described in the documents don't provide a lot of confidence in the proposed system. My concern is that if the system was to fail is there a chance that effluent might be discharged into the nearby wetlands located to the east of the proposed septic field? Is there a possibility for that effluent to then reach Sproat Lake via the stream to the east of Wolfe Road? The noted "5 meters available before the slope becomes excessively steep for wastewater dispersal", is very concerning.

The same memo also states that an "assumed Type 3 treatment" would be a potential system design. Does this type of system require maintenance? If so, will there be assurances that the new property owners will be held accountable for maintenance of the system and bear the cost for upgrades or repairs to the system if it fails? There is also some discussion regarding restricting the size and number of dwellings on the properties to assure that system limits aren't exceeded, though no indication on who is going to monitor this going forward.

Another concern I have is regarding the extension of Taylor Arm Drive. In the various documents made available on the ACRD website, it is noted that the extension of the road would be used to access Crown Lands to the northwest of the subject property. In the meeting held in October the topic of a public park to be located on those lands was mentioned but quickly dismissed as not the topic of the meeting. I am concerned that there is already plans to use the extension of Taylor Arm Drive, a small and not well maintained road, to access a large public park in the future. If this is the case consultation will have to be done with the residents in the area. I am also hoping that extension of Taylor Arm Drive in partnership with the land owner to access the Crown Lands, has/will not influence decisions made on the entirety of the Lot 45 subdivision approvals.

I am assuming that all correspondence regarding the proposed subdivision and the ACRD has been made available on the ACRD website, but if there is any further documentation that is available (FOI) it should be shared with residents in the area. I was surprised at the lack of notification about the proposal, public hearing dates etc. and am hoping that will change going forward.

Regards,

Matthew Husslage  
Krista Zens  
10636 Taylor Arm Drive

--

**Matt Husslage**

[mhusslage@gmail.com](mailto:mhusslage@gmail.com)

Contact: 250-532-1401

From: [Maggie Mae](#)  
Subject: Subdividing 93 Acres??  
Date: February 23, 2022 5:48:58 PM

---

**[CAUTION]** This email originated from outside of the ACRD

I am a Land & Property Owner out here & have these Concerns!

[planning@acrd.bc.ca](mailto:planning@acrd.bc.ca)

Hello;

I am living out here Thirty Two Years now and Know of at Least Three Big Nests One for sure belongs to an Eagle Family The other Two I am not sure if they are Eagle or Barred Owl Nests. At any Rate I live on Six Acres & do Not agree to the New Owner Being Permitted to do Anything that the Previous Owner was not Permitted to do!! She was the Owner for 68 - nearly 70 Years & was Told Explicitly all of her 93 Acres could only be Divided down to 5 acre Parcels with Access for All Properties to the Taylor Arm River . She was First supposed to Put in a Roadway from the Highway before doing anything & then and only then could she Divide into Five Acre Parcels with All of them Having Access to the Water without Contaminating either of the Two Bird Sanctuaries One of which is Down at Beer can Beach turn Right and walk along to the area the Bears are always at. The Second is along Taylor Arm Drive Towards Town Off Asher Turn Left Beside Dr. McDonald's Property where there is a Sanctuary for Geese to Nest & Dr. McDonald Has Now Stolen Better than HALF of That PUBLIC ACCESS as his Own Lands So the Fowl have Moved along to the Bigger Sanctuary that is Co-Joined with the One on Dog Mountain for the EAGLES!! This 93 Acres Starts way over at the Two Massive Round Rock Formations in the Water & Ends in Front of my Driveway.

There is Already a PARK SETTING in those Woods Across from

my Gate with Beautiful Walking Trails Safe for Kids & Dogs with No Traffic to Worry about. We have Black Bears; Cougars; Deer; Racoons;Mink; Eagles;Ravens;Barred Owls;Hawks & also a Huge pack of Thirty to Forty Timber Wolves that You can Hear Howl as they Hunt Deer in the Trails @ 3:00 A.M and 4:00 A.M. in the Mornings! YES I have Heard them as I am Often

up That Late or EARLY at Night!!

I also am Very Concerned the Developer will Wreck my Well Water & that had Better NOT HAPPEN!!

And People Constantly ask Why I Prefer

WILDLIFE to Humans?

Sincerely;

Mrs.Margaret Schonenborn

[Shangrilaerie@gmail.com](mailto:Shangrilaerie@gmail.com)

10690 - Asher Road

Property OWNER

LandLine:

250.731.883.

From: [WAYNE SMITH](#)  
To: [Planning Shared](#)  
Cc: [wayne.smith](#)  
Subject: P1430 Public Hearing...March 1 2022  
Date: February 22, 2022 3:09:58 PM

---

**[CAUTION]** This email originated from outside of the ACRD

I would like this submission to be considered at the Public Hearing on March 1 2022. Kindly confirm receipt.

As I understand it, this rezoning application is only with respect to the proposed 5 lot subdivision. The further information provided with respect to the balance and majority of the property is only conceptual in nature...and could change at any time. In other words, it is only provided for informational purposes and has no binding effect on the Developer or anyone else.

I remain opposed to the rezoning application for the following reasons....

1) We, the affected community, continue to be asked to consider this rezoning application on a piecemeal basis. This is terribly unfair to the community and disrespectful of the legitimate concerns that so many of us have to this attempted drastic alteration to our neighbourhood. Concerns and issues that we have about the property as a whole should not and cannot be shunted aside whilst we deal with the present application. This may suit the Developer but does not suit the community and should not suit the Regional District and our representatives.

2) I remain very concerned about the apparent desire of the RD to secure the "ownership" of the extension of Taylor Arm Drive to allow access to the Crown land to the west of the application lands and then presumably to the private lands on the other side of the Crown land. Is there an agenda I am not aware of or have I overlooked something? Does the RD have a long-term goal to extend Taylor Arm Drive to the private lands further west...if so, this must be stated clearly and without equivocation. Full disclosure is essential.

3) As I have stated above, I do not understand why it is necessary to extend Taylor Arm Drive to the west and to the edge of the Crown land at all. The Developer simply has to implement a private strata road with a walkway parallel to the said strata road and provide access to the public by way of an easement. This could potentially give the Public access to the Crown land and any easement could be extended to give the Public access to the Lake from the private land. Both of these results from an easement would result in a benefit to the Public. This would also benefit the RD in not having to incur further expenses in maintaining any extension of Taylor Arm Drive ...this expense would properly be borne by the Developer.

4) The community is still not aware if the RD is seeking parkland or cash in lieu of parkland from the Developer. As I stated in my earlier submission,

"This should be stated clearly at the outset so that those affected have full disclosure and are fully informed."

5) The Developer's proposed location for the waterfront access is not appropriate. Being next to the Crown land would simply extend and continue all the negative activities at "Beer Can Beach" as described in Mr. McMahon and Dr. Nell's submissions. I fully endorse their remarks. Additionally, there would almost be no way to supervise or police negative activities in such a location...this would obviously have a significant and negative impact on the neighbourhood.

6) I would suggest the appropriate location for a waterfront access would be between any of the proposed lots. This would have the added advantage of these easements being very similar to the locations of other easements on the Lake that I am aware of...between properties and not adjacent to unsupervised and ungoverned Crown land. The owners of the proposed lots would have a vested interest in "overseeing" the waterfront access.

7) The proposed dedication of a parking lot at the end of Taylor Arm Drive seems to be without any justification whatsoever...other than perhaps being proffered as a sop for the disgruntled property owners. I am not aware of any other easement on the Lake that has developed

parking adjacent to it, other than at the side of the roadway. Additionally, people do not normally enter into this area for walks or hiking, the usual entry point being near the intersection of Asher road and Taylor Arm Drive so a parking lot is not required for those reasons. As well, in this day and age, is it necessary to be developing parking lots especially when the bulk of the users of the waterfront easement would be by local property owners. Would this land not be better utilized as part of a walkway along Taylor Arm Drive similar to the well-used and maintained paths on Lakeshore Drive and Faber Road?

8) I must make a comment about the Conceptual Plan submitted by the Developer. The density of the proposal is overwhelming and not in keeping with the existing neighbourhood. Presumably, all the new residents would want access to the Lake and there is no consideration of public amenities associated with any of the easements, proposed or existing. In order to preserve our pristine water source, this application as presented should not be approved.

In addition, rather than simply relying upon the geotechnical report provided by the Developer, the RD should be securing their own independent comprehensive geotechnical and civil engineering assessment of the proposed septic systems.

How the Developer would gain access to lake water is a significant concern...not to mention the impact this would have on the integrity of the water supply.

All of which is respectfully submitted,  
M. Jill Bates-Smith  
L. Wayne Smith  
Property Owners...10780 Taylor Arm Drive.

**From:** [Norm Cardinal](#)  
**To:** [Planning Shared](#)  
**Subject:** Third hearing re proposal lot 45  
**Date:** February 19, 2022 12:25:12 PM

---

[CAUTION] This email originated from outside of the ACRD

Good morning

We are writing to request a third hearing prior to any rulings being made on this development at Sproat Lake. In the interest of full transparency and inclusive decision making, we request deferral of any final decisions on the development until a later time so more residents can be made aware of what is going on, especially those who are seasonal owners of lake property and may not be fully aware of the proposal until the summer.

Thank you  
Norm Cardinal and Janet Brydon  
11022 Taylor Arm Drive

Sent from my iPad

Nancy Harvey  
10862 Taylor Arm Dr  
Port Alberni, B.C.  
250-724-4098

Planning Department,  
Regional District of Alberni-Clayoquot  
3008 Fifth Ave,  
Port Alberni, BC

Dear Sirs:

Re: Zoning application for Lot 45, Taylor Arm Drive – Dale Mykyte, Property Owner

In opening, I would first like to thank the applicant, Mr Mykyte, for responding to the requests from impacted neighbours brought forward at the Oct 4, 2021 rezoning public hearing. The addition of the proposed plans for the remainder on the property clearly indicate the future direction of the development. I believe the inclusion of trail and park land areas satisfy those specific concerns. However, the preliminary concept plan has now brought forward additional, and more serious areas of concern.

While the current application continues to be for the 5 waterfront lots & adjacent small park with lake access, the total development proposes 50 new properties, 45 of which are non-waterfront. This is almost a doubling of the neighbourhood. There is a growing problem on our Lake resource with misuse of public access areas, with docks placed against regulations, and no subsequent action to remove them. There are also issues of noise and garbage in these areas. Examples of docks include public accesses at the end of Tilly Rd, Clayoquot Rd, Wilson Rd, Bishop Dr to name a few. Immediate neighbours of the Bishop Dr access have had no response to complaints of boat launching and commercial supply loading from any of the regulating bodies (ACRD, MoH, MoE, MoF&O). Although the 45 properties on the proposed plan are not part of the application before you, it is reasonable to assume that future property owners of these lots would anticipate access to the Lake. The current public access areas on Taylor Arm are limited to 3 that are accessible, with the one on Cook Rd the most at risk to misuse. The additional ones on Taylor Arm are mostly cliff-faced. Should the future development continue, the public access on Lakeshore at the bottom of Clayoquot Rd, would also likely see increased use. There is a probable future public safety issue with increased pedestrian traffic crossing Lakeshore to access that area.

I suggest that prior to the approval of the current application, there is consideration given by the applicant to using one of the Lakefront properties to create a common mooring facility, similar to the one at Sing-sing, for the 45 non-waterfront properties' use. Picnic area, washroom etc, supported by strata and/or user fees. Washroom septic could be included in that area's septic development. I understand a common mooring facility would require separate application and approval.

The preliminary concept plan has additional concerns regarding Sanitation, Potable water source, and Highways' approval, however that is not currently the topic for this public hearing.

While I again thank Mr. Mykyte for the additional information provided by the Preliminary Concept Plan, I can not support his current application to move forward with the 5 waterfront lots as presented. It does not provide consideration of his next phase of development of this large property and the needs of his future subdivision residents. To present the development in separate applications, rather than the property as a whole with a phased-in approach, does not provide any confidence of the future state of the neighbourhood or to preserve the health of our precious Lake resource.

Your sincerely,  
Nancy Harvey

**From:** [Penny Cote](#)  
**To:** [Will Buchan](#)  
**Cc:** [Planning Shared](#); [John McNabb](#); [Mike Irg](#); [Deb Forsyth](#)  
**Subject:** Re: Public Hearing for LOT 45, District Lot 622, Clayoquot District Plan 12452 Development Plan and Rezoning Proposal  
**Date:** February 22, 2022 3:12:14 PM

---

Thank you for your email and concerns.  
Regards,  
Penny Cote  
Alberni-Clayoquot Regional District  
Sproat Lake Electoral Area Director

Sent from my iPad

On Feb 22, 2022, at 1:00 PM, Will Buchan <[arbutuspointlodge@gmail.com](mailto:arbutuspointlodge@gmail.com)> wrote:

**[CAUTION] This email originated from outside of the ACRD**

Email submitted at 1:00pm Tuesday, February 22n 2022

**Subject: Lot 45 District Lot 622, Clayoquot District Plan 12452  
Development Plan and Rezoning Proposal**

TO: Mike Erg, General Manager Planning and Development ACRD

Penny Cote, Director Sproat Lake Area ACRD

John McNabb, Vice Chairperson ACRD

We are a property owner with our property located on Wilson Road, Adjacent to where this proposed development is being considered by the ACRD.

We are asking and feel that it would also be prudent that a request that the March 1, 2022, public hearing be delayed until sometime in late July 2022 when we and the residents of the lake in the affected region are more likely to be in the area, and able to attend in appropriate and representative numbers.

Alternately, I am requesting a THIRD HEARING TAKE PLACE before this propal passes, as there are a great deal of concerns to take into account for such a development.

These are but a few concerns we have currently:

Water, Sewer, Public Lake Access, Increased Traffic, Additional Parking, Bylaw Enforcement, Sanitation and Public Restroom areas, Land Usage, Wetlands Environmental concerns.

Delaying this meeting to a later date or having a third public hearing will allow all affected persons involved to review the extensive proposal and gather further information, to be better informed for a future meeting.

Please respond confirming you have received this Email

Respectfully submitted,

Bill Buchanan and Deborah Forsyth

10395 Wilson Road, Port Alberni, BC, V9Y 9A3

**From:** [Ryan McLean](#)  
**To:** [Planning Shared](#)  
**Subject:** proposed development on Taylor arm drive  
**Date:** February 19, 2022 2:28:36 PM

---

**[CAUTION] This email originated from outside of the ACRD**

Hello ACRD,

We are writing to request a third hearing in late July for the proposed development along Taylor Arm Drive. As you know, many residents are seasonal and cannot attend at this time. This will give our community time to inform itself, attend hearings in person, and engage in a transparent discussion. Absent a third hearing the proper input will not be received and this could lead to detrimental effects to the environment, to the developer, and to the community overall.

Thank you,

Ryan and Barbara McLean

**From:** [Robert Milton](#)  
**To:** [Planning Shared](#)  
**Subject:** Public Hearing for Bylaw P1430  
**Date:** February 24, 2022 11:51:55 AM

---

[CAUTION] This email originated from outside of the ACRD

To: Planning Department, Regional District of Alberni-Clayquot.

I would like this correspondence to be considered at the public hearing on March 1, 2022.  
Kindly confirm receipt.

Dear Sir/Madam,

I am writing regarding concerns I have about the potential impact of future development along Taylor Arm Drive. I know these concerns will only affect several properties but I would appreciate some clarification on the following points regarding Public Access Easements.

- 1). When these easements were first established, what was the intended lot size for the properties on the non-water side of the road? Reviewing maps would indicate several lot sizes but I suggest not at the high density that the proposed rezoning application would indicate.
- 2). I recall a conversation with the MLA Mr Gerard Janssen in 1995 who mentioned a proposal to sell the Public Access Easements to the adjoining properties. Does the ACRD have any historical record of this and would it be prepared to support a similar proposal in the future?
- 3). Public access around the lake varies with some non-water properties having access to parks or wider lake frontage. Are the rules pertaining to the use of all public access areas the same, or are there variations, depending on the size/location of an access?
- 4). Potentially, the Public Access Easement adjacent to my property, the Champlain Road easement, could see up to 17+ households trying to use a 50' lake frontage. How are these Public Access Easements supposed to be used, what are the current rules of use and how are those uses planned to be monitored and enforced?

Yours sincerely

Robert Milton  
10912 Taylor Arm Drive

Sent from my iPad

**From:** [Sue](#)  
**To:** [Planning Shared](#)  
**Subject:** Public Hearing for Bylaw P1430  
**Date:** March 1, 2022 10:31:36 AM

---

[CAUTION] This email originated from outside of the ACRD

March 1, 2022  
Alberni-Clayoquot Regional District  
Subject: Lot 45 Taylor Arm Drive  
Bylaw P1430 Public Hearing  
March 1, 2022

I have been the property owner and resident of 10830 Taylor Arm Drive for 44 years. I have concerns about changing the Bylaw P1430 from Forest Rural (A3) District to Acreage Residential (RA3) District because of the extensive/intensive subdivision being proposed for this area.

This proposed subdivision would completely change the peaceful nature of the Taylor Arm area, literally and figuratively speaking.

Environmentally, I am concerned about the significant number of trees that will need to be clearcut for the proposed subdivision and the distinct possibility of considerable run off water flowing down the hill and into the lake, possibly posing a threat to the fish habitat and potable water quality. Another concern is soil erosion. Also, the vast increase in the number of septic systems could impact the quality of the water for current and future residents.

The roads in this area are small, narrow, country roads and are not meant for excess traffic, which would be a distinct possibility considering the size of the proposed subdivision.

Does the developer have any past development projects that he has done? What is his project development record?

Sincerely, Sue Comeau  
Sent from my iPad

**From:** [S.Stackhouse](#)  
**To:** [Planning Shared](#)  
**Subject:** Lot 45 Sproat Lake  
**Date:** February 19, 2022 6:43:43 PM

---

[CAUTION] This email originated from outside of the ACRD

I am a homeowner on Taylor Arm Drive. I am concerned about the possible re zoning and development of Lot 45. I object to any development of LOT 45 and there should be more consultation with the neighbors that it will effect, before any decisions are made.

Steve Stackhouse

**From:** [Anton Siegfried](#)  
**To:** [Planning Shared](#)  
**Subject:** Bylaw P1430  
**Date:** February 25, 2022 10:20:13 AM

---

**[CAUTION] This email originated from outside of the ACRD**

My family has lived near the westerly end of Taylor Arm Drive for forty-three years. Finally the acreage legally known as Lot 45, Plan 12452, DL 622, Clayoquot LD is up for development. I am not opposed to the development in principle, merely I want to see it being done in a way that will maintain the rural acreage feeling of the neighbourhood and not have any negative effect.

My concerns are as follows:

- 1) Sewage disposal.
- 2) Taylor Arm Drive extension.
- 3) Public access to the lake.

#### 1) SEWAGE DISPOSAL

I am very surprised that the use of a communal septic field, particularly in the rocky waterfront part of the subdivision, is being considered. A communal holding system serviced by a bonded company would be 100% safe. There are many examples of such systems in the rural waterfront areas in the Nanaimo Regional District. Having a communal septic field over the rise well behind the residences where it would be out of sight and out of mind could lead to negligent discharge into it of harmful substances which could damage it. Drainage from the area is a short distance from the Lake or the adjacent wetland. I am strongly opposed to the use of a communal septic field particularly in this part of the development.

#### 2) TAYLOR ARM DRIVE.

It is ACRD's stated intention to extend Taylor Arm Drive in order to create access in the westerly direction for access to the Crown Land and, it is reasonable to assume, for additional development beyond but I don't see any mention of any improvement to the existing road in order to handle increased traffic of this or future development. This road was built in the mid-fifties to a logging road standard. The hills are steep, some sight lines are poor and the road is narrow with no shoulders. To accommodate much increased traffic, as ACRD has plans for, the road should be upgraded. If not at this time, then when?

For the reasons outlined in the next section I suggest that Taylor Arm Drive NOT be connected to the adjacent Crown Land.

#### 3) PUBLIC ACCESS AND ENFORCEMENT OF BY-LAWS.

The waterfront part of the subject property is known in Port Alberni as Beercan Beach - for a good reason. It has been frequented by generations of locals for decades. There are now grandparents bringing their grandchildren to the property. Broken glass, empty beer cans, fires and noisy behaviour have been commonplace. When the police stopped responding to calls for help I asked the previous owner, who owned the property since the creation of the subdivision, to name me the caretaker of the property in their absence.

As caretaker I have tried to prevent trespassing in keeping with the owner's wishes. Originally the owners envisioned the lovely property to be used by the neighbourhood as a privately owned park but clearly a segment of the visitors did not value the beauty of the property. I have had to put out abandoned bonfires on several occasions. I would always carry a bucket, a

rope and an axe on my walks when inspecting the property after groups of (usually young) people have left. On occasion I've had to go out there very late at night when I could smell wood smoke. Not dealing with the abandoned fires was not an option. The wind on the Lake has been known to start at any time - even at night. (We remember what happened during the Taylor River Fire in 1967.) In my time the Sproat Lake Fire Department on two occasions had to attend to Beercan Beach when the fire was spreading and we could not contain it with buckets on ropes.

I mention the history of this property so it can be appreciated what kind of pressure there is on accesses to the Lake whether they are legal or not. I don't expect that the Regional District of A-C will take it upon itself to ensure compliance with existing noise bylaws. Is there anyone available to respond to night calls? Or even during the day if there is need for controlling out of control behaviour on a legal public access such as is planned at the north boundary of this subdivision? This subdivision should NOT provide neither public access nor a road to the adjacent Crown Land in order so that residents of Taylor Arm Drive do not have to live in fear of losing their houses to forest fires starting on the adjacent Crown Land. If you allow dedication of a public road to the boundary of the adjacent Crown Land there will be no one able to prevent camping on it. With camping, day trips and beach parties come fires. We all have seen that there are always people who do not respect fire bans. Signs prohibiting fires are just as likely to be used as fire starters. Please, seriously consider the fire danger from uncontrolled use of the Crown Land west of Beercan Beach.

I request that the five lot waterfront subdivision at Beercan be changed to two large lots not requiring a road or access dedication, with a private road servicing only the two residences, not extending to the Crown Land. I realize that this request is contrary to the Regional District's stated policy but these are very special circumstances with proven negative history. There is market for large waterfront lots which provide the kind of privacy an ordinary lot does not. Executive buyers would cherish such privacy and Taylor Arm Drive residents could start living without worry of fires starting immediately west of our neighbourhood. Should the forest at adjacent Crown Land start on fire the Sproat Lake Fire Department would not be able to put it out, as was stated at a meeting of representatives of SLFD a number of years ago about this issue at the doorstep of Lot 45, and the number of houses destroyed by it is anyone's guess. A fire at night could threaten lives of sleeping residents.

Should the ill advised road extension be approved, the subdivision proposal for the remainder of the acreage does not address any improvements to the existing road. The remainder of the acreage should only be approved for small acreage parcels of 3 - 5 acres each, in keeping with the rural character of Asher Road between Taylor Arm Drive and Wilson Road.

I believe the seasonal owners of properties in the area should have an opportunity to attend a meeting in person (Covid permitting) in the summer of this year, when they are likely to be at the Lake.

I expect each of these issues will be covered during the meeting planned for March 1st.

Please confirm receipt.

Respectfully,  
Tony and Pauline Siegfried  
11150 Taylor Arm Drive

From: [WAYNE SMITH](#)  
To: [Planning Shared](#)  
Cc: [wayne.smith](#)  
Subject: P1430 Public Hearing....March 1 2022.  
Date: February 22, 2022 12:45:07 PM

---

[CAUTION] This email originated from outside of the ACRD

To...Michael Irg/ Douglas Holmes

Sirs...I would respectfully request that this meeting be postponed to another date in July or August 2022 when most affected property owners are about and can participate, if they so wish. At the very least, they would, at that time, be fully informed as to the rezoning application. As it is now, many of the said owners are not aware of the scheduled rezoning application as they do not attend to their homes at the Lake on a regular basis during the wintertime. I know of three immediate neighbours who are unaware of the application.

Although I attend to the Lake on a regular basis, I only became aware of the hearing about February 17, 2022. Solely as a result of my own error, I saw the notification displayed near the intersection of Asher and Clayquot roads but assumed it was the original notice associated with the October 21, 2021 application. It did not occur to me that a new application had been scheduled. Additionally, I am informed that the application did not appear on the ACRD website until February 16, 2022.

Assuming the RD has provided sufficient legal notice, it seems to me that fairness requires the postponement of this hearing to allow the RD to be fully and properly informed about the position of the greatest number of community members who, through no fault of their own, have not effectively and adequately received notice of this application.

Respectively submitted, L Wayne Smith.  
Homeowner....10780 Taylor Arm Drive.

**From:** [WAYNE SMITH](#)  
**To:** [Planning Shared](#)  
**Cc:** [wayne.smith](#)  
**Subject:** Re: P1430 Public Hearing....March 1 2022.  
**Date:** February 23, 2022 11:57:37 AM

---

**[CAUTION]** This email originated from outside of the ACRD

Good morning...I would like this to be an addendum to my previous email concerning the application to postpone the rezoning application. Kindly acknowledge receipt.

After sending my application to postpone the Hearing, I attended to my community mailbox and discovered your Notice of Public Hearing... postmarked February 15 2022. I last retrieved mail on February 17 and then went to the Lake for a few days. I am prepared to assume that the said Notice has been in my mailbox since February 18 2022.

I have not changed my position....I am of the view that the Hearing should be postponed. I find it incredulous that the notice to property owners went out at such a late date given the known shortcomings of notices in public locations and local publications. Surely the RD had arranged the Public Hearing date well in advance of February 15 2022 and could have easily provided timely and reasonable notice....once again, I come back to the issue of perceived fairness....I find it lacking in this particular case.

Respectfully submitted,  
L Wayne Smith

---

**From:** "planning" <planning@acrd.bc.ca>  
**To:** "wayne smith" <waynesmith@shaw.ca>  
**Sent:** Tuesday, February 22, 2022 12:50:46 PM  
**Subject:** RE: P1430 Public Hearing....March 1 2022.

Thank you for your input. Your email has been received and will be included in the public hearing.

Enjoy your day,

Kathy McArthur  
Planning Assistant  
Alberni-Clayoquot Regional District  
Phone: [250-720-2709](tel:250-720-2709)  
[kmcarthur@acrd.bc.ca](mailto:kmcarthur@acrd.bc.ca)

*This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.*

---

**From:** WAYNE SMITH <waynesmith@shaw.ca>  
**Sent:** February 22, 2022 12:45 PM  
**To:** Planning Shared <planning@acrd.bc.ca>  
**Cc:** wayne smith <waynesmith@shaw.ca>  
**Subject:** P1430 Public Hearing....March 1 2022.

**[CAUTION]** This email originated from outside of the ACRD

To...Michael Irg/ Douglas Holmes

Sirs...I would respectfully request that this meeting be postponed to another date in July or August 2022 when most affected property owners are about and can participate, if they so wish. At the very least, they would, at that time, be fully informed as to the rezoning application. As it is now, many of the said owners are not aware of the scheduled rezoning application as they do not attend to their homes at the Lake on a regular basis during the wintertime. I know of three immediate neighbours who are unaware of the application.

Although I attend to the Lake on a regular basis, I only became aware of the hearing about February 17, 2022. Solely as a result of my own error, I saw the notification displayed near the intersection of Asher and Clayquot roads but assumed it was the original notice associated with the October 21, 2021 application. It did not occur to me that a new application had been scheduled. Additionally, I am informed that the application did not appear on the ACRD website until February 16, 2022.

Assuming the RD has provided sufficient legal notice, it seems to me that fairness requires the postponement of this hearing to allow the RD to be fully and properly informed about the position of the greatest number of community members who, through no fault of their own, have not effectively and adequately received notice of this application.

Respectively submitted, L Wayne Smith.  
Homeowner....10780 Taylor Arm Drive.

Applicat on area of Bylaw P1430  
Public Hearing on March 1, 2022  
(Rezone from A3 to RA3)

APPENDIX 'C'

Not under review  
Current Zone RA1 - Resident al Acreage 1

No Applicat on to Rezone -  
Not under review  
Current Zone A3 - Forest Rural Reserve

RA1



0 90 180 Meters



Legal descript on: LOT 18, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1430**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 739**

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1430.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of LOT 45, DISTRICT LOT 622, CLAYOQUOT DISTRICT, PLAN 12452 from Forest Rural (A3) District to Acreage Residential (RA3) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 23<sup>rd</sup> day of June, 2021  
Public Hearing held this 4<sup>th</sup> day of October, 2021  
Second Public Hearing held this 1<sup>ST</sup> day of March, 2022  
Read a second time this    day of                    ,  
Read a third time this    day of                    ,

Approved by the Province as per the *Transportation Act* this    day                    ,

Adopted this                    day of                    ,

---

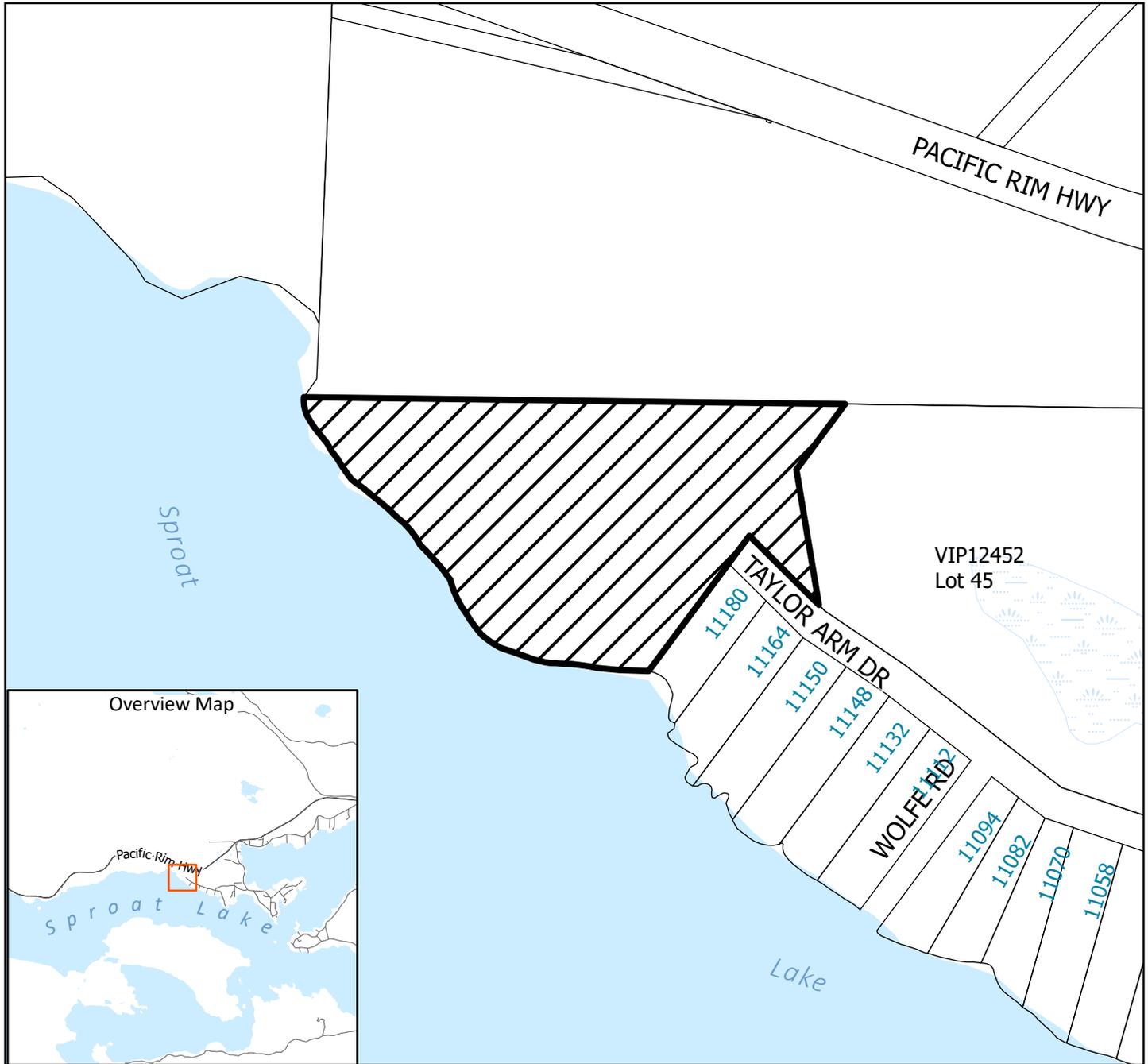
Corporate Officer

---

Chair of the Regional Board

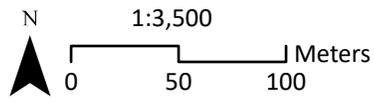
# Schedule 'A'

This schedule is attached to and forms part of  
Bylaw P1430



P1430 Mykyte  
Legal Description: a portion of LOT 45, DISTRICT LOT 622, CLAYOQUOT  
DISTRICT, PLAN 12452

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





# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## MEMORANDUM

**To:** ACRD Board of Directors  
**From:** Charity Hallberg Dodds, Planning Technician  
**Meeting Date:** March 9, 2022  
**Subject:** DVD21009 (Ronkainen) 10485 Lakeshore Road, Port Alberni

**Recommendation:** *THAT the Board of Directors issue development variance permit DVD21009.*

**Summary:** At the February 9, 2022 Board meeting, the Board of Directors considered development variance permit application DVD21009 for the property located at 10485 Lakeshore Road, Port Alberni, legally described as PARCEL A (DD 89825N) OF LOT 3 DISTRICT LOT 204 ALBERNI DISTRICT PLAN 4600.

The Board resolved that this application proceed to the next stage of the variance process. This involved notifying all neighbouring property owners and residents within 100 m of the property, which was completed on February 16, 2022. To date, one letter of support has been received from a neighbour, and is attached as Appendix A. If additional correspondence is received prior to the March 9, 2022 Board meeting, staff will inform the Board.

The development variance permit would reduce the required front yard setback from 12.2 m (40 ft) to 11 m (36.1 ft) in the Acreage Residential (RA1) District to facilitate construction of a new single family dwelling.

Submitted by: Charity Hallberg Dodds  
Charity Hallberg Dodds, Planning Technician

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

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

### DVD21009

**From:** [Lee Berrow](#)  
**To:** [Planning Shared](#)  
**Subject:** Subject Property: 10485 Lakeshore Road, Port Alberni Legal Description: PARCEL A (DD 89825N) OF LOT 3  
DISTRICT LOT 204 ALBERNI DISTRICT PLAN 4600 PID:005-983-819  
**Date:** February 28, 2022 12:06:52 PM

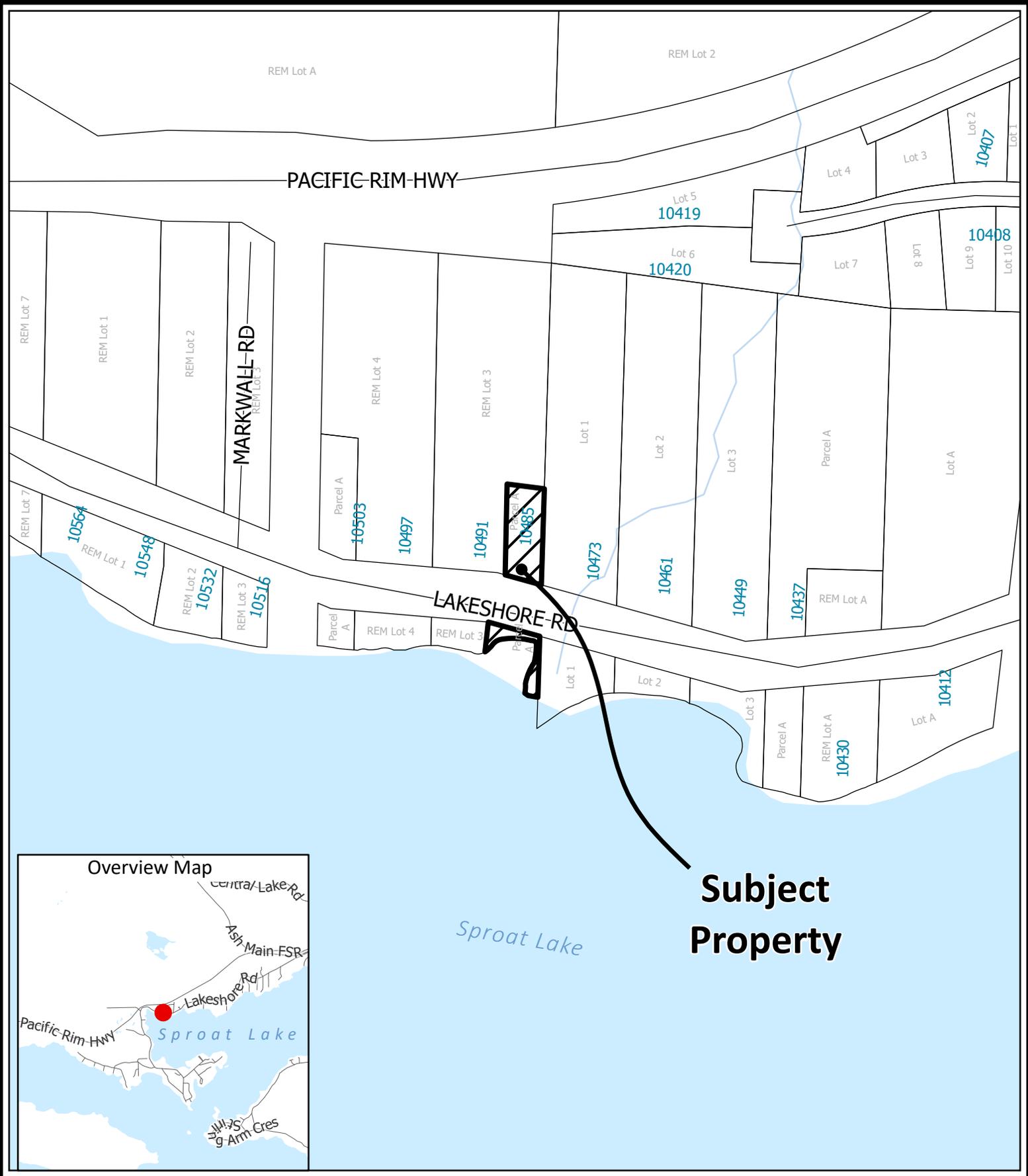
---

[CAUTION] This email originated from outside of the ACRD

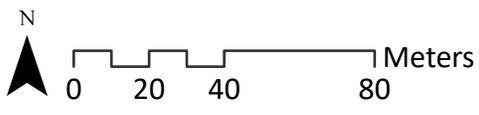
I fully support DVD21009 re: Ronkainen application for variance. Allow it!

Regards

Lee Berrow



**Subject Property**



 Legal description: PARCEL A (DD 89825N) OF LOT 3 DISTRICT LOT 204 ALBERNI DISTRICT PLAN 4600



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

## DEVELOPMENT VARIANCE PERMIT NO. DVD21009

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

A Development Variance Permit is hereby issued to:

**Name:** Derick and Gwen Ronkainen  
**Address:** 10485 Lakeshore Road, Port Alberni

With respect to:

**Legal Description:** PARCEL A (DD 89825N) OF LOT 3 DISTRICT LOT 204 ALBERNI DISTRICT PLAN 4600

**PID:** 005-983-819

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

- i. Development variance of the ACRD Zoning Bylaw, Schedule No. II: Bulk and Site Regulations, to reduce the required front yard setback from 12.2 m (40 ft) to 11 m (36.1 ft) in the Acreage Residential (RA1) District to facilitate construction of a new single family dwelling.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on \_\_\_\_\_, 2022.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Daniel Sailland, MBA  
Chief Administrative Officer

\_\_\_\_\_  
Chair of the Board of Directors

**DVD21009**



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## MEMORANDUM

**To:** ACRD Board of Directors  
**From:** Alex Dyer, Planning Manager  
**Meeting Date:** March 9, 2022  
**Subject:** TUP18013 – Graham & Leah Collings – 8905 Faber Road, Sproat Lake

**Recommendation:** THAT the Board of Directors issue the renewal of Temporary Use Permit TUP18013.

**Background:** On February 9, 2022, the Board considered an application for a Temporary Use Permit for the property described as LOT 18, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275, located at 8905 Faber Road in the Sproat Lake area.

The Board resolved to proceed to the next stage of the Temporary Use Permit process. Public notification involved publishing a notice in the March 2, 2022 issue of the Alberni Valley News and mailing a notice to all property owners and residents within 100 metres of the subject property. Notices were mailed on February 17, 2022. To date, there has been no public correspondence received. If any correspondence is received prior to the March 9<sup>th</sup> Board meeting, staff will inform the Board.

If approved, the renewed Temporary Use Permit would allow for the continued operation of the short-term vacation rental of a single family dwelling located at 8905 Faber Road for an additional three (3) year period. The TUP was first issued in October 2018 and there have been no concerns noted about the operation of the short term rental since the TUP was issued.

Prepared by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

### TUP18013 Renewal

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



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## TEMPORARY USE PERMIT NO. TUP18013 Renewal

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

A Temporary Use Permit is hereby issued to:

**Name:** Graham & Leah Collings

**Address:** 8905 Faber Road

With respect to:

**Legal Description:** LOT 18, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275

**PID:** 001-982-770

The Regional District of Alberni-Clayoquot hereby issues a Temporary Use Permit to Graham & Leah Collings with respect to property legally described as LOT 18, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275 subject to the conditions as follows:

1. This permit is issued for the operation of a 4 bedroom short-term vacation rental house at the subject property.
2. The rental unit is limited to the single family dwelling currently existing on the subject property.
3. The rental unit must not change the residential appearance of the single family dwelling.
4. The owner or a caretaker must be available within 20 minutes.
5. Contact information for the owner or caretaker and a copy of the TUP must be visible in a public location.
6. This permit is valid for three (3) years from the date of execution.
7. At the time this permit expires, the property owner must return the property to the original use permitted under the current Zoning or apply for a rezoning to allow for current use.
8. The operation of the STR must be in compliance with all Provincial Health Officer orders.
9. If the conditions of this permit are not met or if there is a change of ownership of the property, the ACRD may rescind or terminate the TUP.

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

In accordance with the provision of Section 493 of the *Local Government Act*, approval of this permit was given by resolution of the Regional District of Alberni-Clayoquot Board of Directors on \_\_\_\_\_, 2022.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Daniel Sailland, MBA  
Chief Administrative Officer

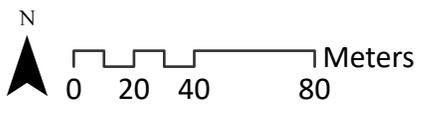
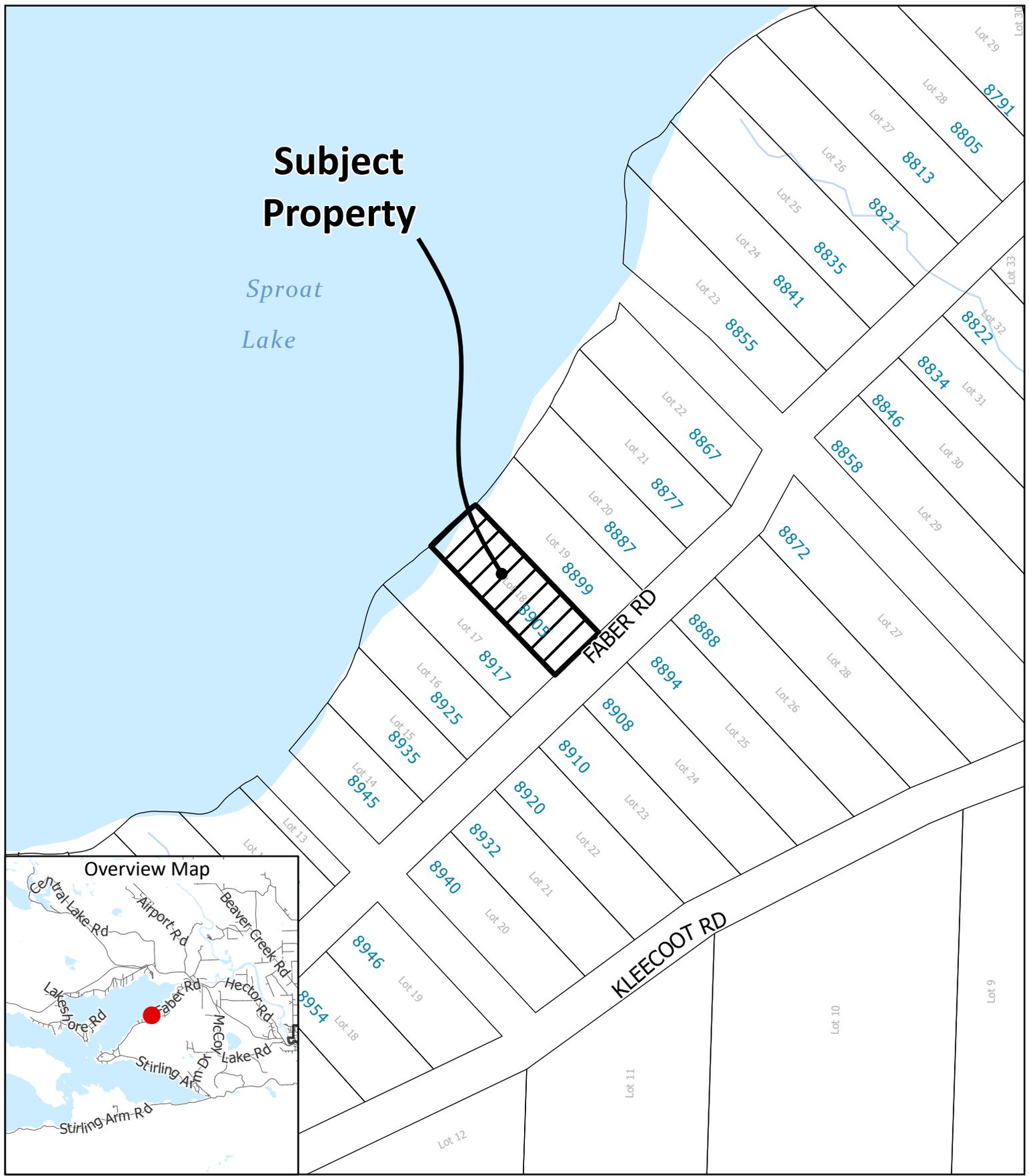
\_\_\_\_\_  
Chair of the Regional Board

### TUP18013 Renewal

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

# Subject Property

Sproat Lake



 Legal description: LOT 18, DISTRICT LOT 41, ALBERNI DISTRICT, PLAN 15275



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## Rezoning Application

**MEETING DATE:** March 9, 2022

**ACRD FILE NO.:** RF21014

**APPLICANTS:** Coastal Bridge & Construction Ltd. (c/o Chris Dods)

**LEGAL DESCRIPTION:** LOTS A & B DISTRICT LOT 273 ALBERNI DISTRICT PLAN VIP89312

**LOCATION:** 370 Franklin River Rd

**ELECTORAL AREA:** "F" Cherry Creek

**Applicant's Intention:** The property owners intend to rezone the two parcels with a combined lot size of 11.3 hectares (28 acres) located at 370 Franklin River Road to Rural (A2) District in order to facilitate subdivision to a 5 acre minimum lot size. The applicants intend to subdivide the properties into four parcels: one lot adjacent to the road with the existing house and improvements and three vacant 5 acre lots to the north accessed via a shared access road extending up the western boundary of the properties.

### Recommendations:

- THAT Bylaw P1440, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1440 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1440 is subject to:
  - a. Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5 acre minimum lot size.
  - b. Meeting technical referral agency requirements.

**Advisory Planning Commission Recommendation:** The Cherry Creek APC will consider the application at a meeting held March 7<sup>th</sup>. Staff will provide a verbal update of the APC's recommendation at the March 9<sup>th</sup> Board meeting.

### Observations:

- i) **Status of Property:** The properties consist of two existing parcels: Lot A being 7.29 hectares (18 acres) and Lot B being 4.06 hectares (10 acres). The parcels were created by subdivision of the parent property in 2012. There is an existing single family dwelling, built in 2013, and a number of accessory buildings located on Lot B, and Lot A remains vacant. The properties generally slope up away from the road and are mostly treed with the exception of a cleared area in the west half of

## RF21014

Lot B where the existing improvements are located and a logged area in the north west corner of Lot A. The existing driveway into the properties is cut into the steep grade at the south end of the property adjacent to the road and extends into the properties at a steady grade along the entire length of the west lot line to an upper bench of land at the north end of Lot A. The adjacent uses include rural acreages to the west and south and private managed forest lands to the north and east.

## ii) Services

- a. **Sewage Disposal:** On-site sewage disposal. Staff recommend that, as a condition of rezoning, the applicant be required to provide confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5 acre minimum density.
- b. **Water Supply:** On-site water. A few of the properties in the area are connected to the City of Port Alberni water main that extends along Franklin River Road into the City from the water treatment plant located at the south east end of the road. The City is not likely to approve any additional connections to the water system and it is staff's expectation that the proposed lots would more likely be serviced by individual on-site wells.
- c. **Fire Protection:** The property is not within a fire protection area.
- d. **Access:** The existing driveway from Franklin River Road initially slopes sharply away from the road and is cut into the bank providing access into the properties. The driveway is constructed along a stretch of the road that appears to provide reasonable sightlines for vehicles entering and exiting the property. As the topography presents challenges for the development of additional driveways, staff will recommend shared access as a condition of future subdivision approval to allow for safe and suitable access to each of the proposed lots with one shared connection to the road. The rezoning application will also be referred to the Ministry of Transportation and Infrastructure to provide comments on access ahead of any future public hearing on the zoning amendment bylaw.

## iii) Existing Planning Policies Affecting the Site

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Cherry Creek Official Community Plan designates the properties as "Rural Use". The objective of the Rural Use designation is to maintain the predominantly rural character of the area and to support subdivision to a 2 hectare (5 acre) minimum lot size.

***The zoning amendment complies with the policies and objectives of the Cherry Creek OCP.***

- c. **Zoning:** The properties are zoned Forest Reserve (A3) District. The property owner is applying to rezone to Forest Rural (A2) District to facilitate subdivision to a 2 hectare (5 acre) minimum lot size.

	A3 District (existing)	A2 District (proposed)
Minimum Lot Area:	10 acres	5 acres
Minimum Lot Width:	330 ft.	330 ft.
Lot Coverage:	-	-
Minimum Setbacks		
Front:	50 ft.	50 ft.
Rear:	30 ft.	30 ft.
Side:	15 ft.	15 ft.

## RF21014

The two properties combine for a lot size of 11.3 hectare (28 acres) and a lot width of approximately 250 metres (820 feet) in an east-west orientation. Lot A and B have 21.3 metres and 274.1 metres of road frontage respectively along Franklin River Road. The rezoning application would reduce the minimum lot size to 5 acres in order to facilitate subdivision. The applicant has provided a site plan indicating an intention to subdivide the existing two lots into four parcels.

The properties share 295 metres of frontage along the road however the proposal to create four lots may require a development variance to reduce the required 100 metre minimum lot width and a parcel frontage waiver to waive the required 10% minimum road frontage. These applications may be required at the subdivision stage depending on the final subdivision layout.

***The proposed subdivision to a 2 hectare (5 acre) minimum lot size requires a rezoning of the subject properties from Forest Rural (A3) District to Rural (A2) District.***

**Comments:** The rezoning is the first step in the applicant's proposal to subdivide the property to a 5 acre density. The applicant intends to subdivide the two existing parcels into four new lots. If the rezoning application proceeds, the following would need to be addressed at the subdivision application process:

- Depending on the final lot layout, a development variance application to reduce the minimum lot width and a parcel frontage waiver application to waive the 10% minimum road frontage may be required.
- Confirmation that safe road access is provided to each lot will be required by the Ministry of Transportation and Infrastructure at the subdivision stage and planning staff recommend that shared access to each lot be secured via road dedication or shared access agreement over the existing driveway.

Planning staff are supportive of proceeding with the public hearing process to gather public input on the application. The proposed development complies with the policies and objectives of the Cherry Creek OCP and fits within the character of the area. The ACRD approved two other rezoning applications in the area in 2013 to allow for similar 5 acre lot subdivisions. The location of the properties presents an opportunity for the development of un-serviced large acreage parcels that are outside of the Agricultural Land Reserve and located approximately 2.4 kilometres south east of the City of Port Alberni boundary.

Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

**RF21014**







Access into property from Franklin River Rd



Driveway extending up west lot line and east to existing SFD



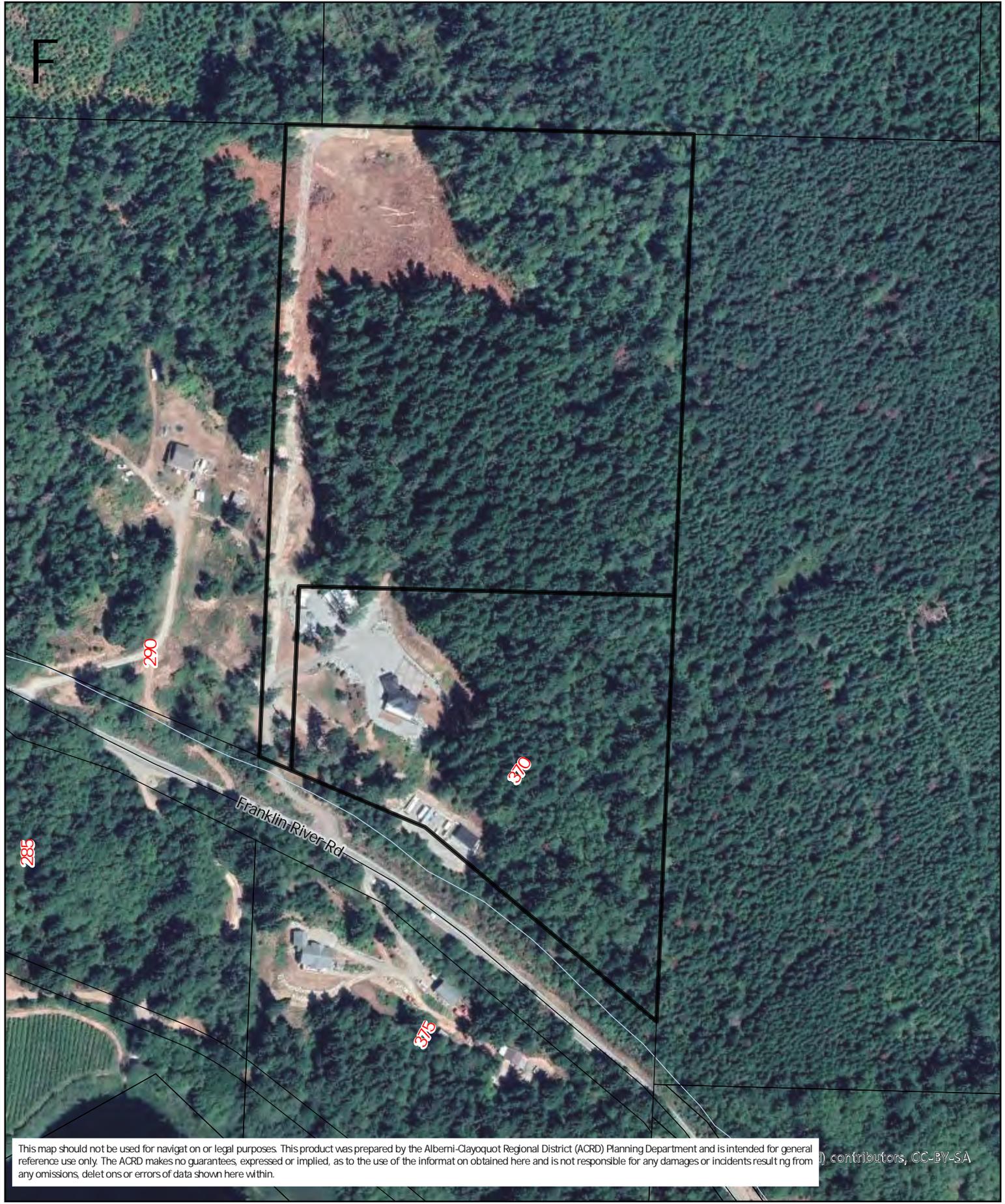


Existing single family dwelling



Gated driveway access

F



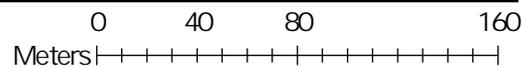
This map should not be used for navigation or legal purposes. This product was prepared by the Alberni-Clayoquot Regional District (ACRD) Planning Department and is intended for general reference use only. The ACRD makes no guarantees, expressed or implied, as to the use of the information obtained here and is not responsible for any damages or incidents resulting from any omissions, deletions or errors of data shown here within. © contributors, CC-BY-SA



RF21014 - Dods/Coastal Bridge (370 Franklin River Road)

Legal description: LOT A & B DISTRICT LOT 273 ALBERNI DISTRICT PLAN

VIP893 **228**



Prepared 2 March 2022, ACRD  
Satellite imagery, OpenStreetMap, 2021







# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## Rezoning Application

<b>MEETING DATE:</b>	March 9, 2022
<b>ACRD FILE NO.:</b>	RF21015
<b>APPLICANTS:</b>	1267492 BC Ltd. (c/o Tracey Knight)
<b>LEGAL DESCRIPTION:</b>	DISTRICT LOT 273 ALBERNI DISTRICT EXCEPT PART IN PLAN 149 RW
<b>LOCATION:</b>	Remainder DL 273, Franklin River Road
<b>ELECTORAL AREA:</b>	"F" Cherry Creek

**Applicant's Intention:** The property owner intends to rezone the 15.3 hectare (37.8 acre) vacant property dissected by Franklin River Road to Forest Rural (A2) District in order to facilitate subdivision to a five acre minimum lot size. The applicant is proposing 6-7 five acre lots with shared access points on both sides of Franklin River Road.

### Recommendations:

- THAT Bylaw P1441, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1441 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1441 is subject to:
  - a. Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5 acre minimum lot size.
  - b. Meeting technical referral agency requirements.

**Advisory Planning Commission Recommendation:** The Cherry Creek APC will consider the application at a meeting held March 7<sup>th</sup>. Staff will provide a verbal update of the APC's recommendation at the March 9<sup>th</sup> Board meeting.

### Observations:

- i) **Status of Property:** The 15.3 hectares (37.8 acre) property is vacant and split by Franklin River Road with +/- 5.3 hectares (13 acres) located south west of the road and +/- 10 hectares (24.7 acres) located north east of the road. The property is partially cleared with some areas selectively logged and an internal road network developed to provide access throughout the property. The balance is a mix of second growth conifer and deciduous forest.

**RF21015**

The south west portion of the property slopes down sharply away from the road with the primary road access point located at the eastern extent of the property. An internal access road is built roughly parallel to Franklin River Road which intersects with another internal road that extends further down to the south west portion of the property. The far south west corner of lot abuts the edge of a wetland land area in the vicinity of Cox Lake and McFarland Creek.

The north east portion of the property slopes up sharply above Franklin River Road with the primary road access point near the western extent of the property. The property rises to a relatively level bench with varying topography near the mid-point of the property and then rises again to the highest point at the north east corner of the lot. This portion of the property has been selectively logged and a new internal access road network has been constructed to access cleared areas to be used for future home sites. The adjacent uses include rural acreages to the west and south and private managed forest lands to the north and east.

## ii) Services

- a. **Sewage Disposal:** On-site sewage disposal. Staff recommend that, as a condition of rezoning, the applicant be required to provide confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5 acre minimum density.
- b. **Water Supply:** On-site water. A few of the properties in the area are connected to the City of Port Alberni water main that extends along Franklin River Road into the City from the water treatment plant located at the south east end of the road. The City is not likely to approve any additional connections to the water system and it is staff's expectation that the proposed lots would more likely be serviced by a combination of individual on-site wells and an existing water license located in the northern portion of the property.
- c. **Fire Protection:** The property is not located within a fire protection area.
- d. **Access:** The property is dissected by Franklin River Road. There are steep grades along both sides of the road, sloping down to the south west and sloping up to the north east. There is one primary access point developed on either side of the road. The access to the lower portion is from an older access road located at the eastern extent of the property and the access to the upper portion is a newer graveled access road located at the western extent of the property. Both the upper and lower portions also have existing steep and under-developed access points that will be kept for emergency access if needed.

The steep topography adjacent to Franklin River Road presents challenges for the development of individual access driveways to each lot. Staff will recommend one shared access point on either side of the road as a condition of future subdivision approval to allow for safe and suitable access to the proposed lots while not adding any new driveways connecting to the road. The applicant has indicated that they intend to provide shared access to the proposed lots utilizing one shared access connection on either side of the road. There is significant industrial traffic along Franklin River Road and limiting the number of individual access points should be considered. The rezoning application will also be referred to the Ministry of Transportation and Infrastructure to provide comments on access ahead of any future public hearing on the zoning amendment bylaw.

## iii) Existing Planning Policies Affecting the Site

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve. The property is adjacent to the ALR boundary to the south.

## RF21015

- b. **Official Community Plan:** The Cherry Creek Official Community Plan designates the properties as “Rural Use”. The objective of the Rural Use designation is to maintain the predominantly rural character of the area and to support subdivision to a 2 hectare (5 acre) minimum lot size.

The Cherry Creek OCP designates Development Permit Area (DPA) I – Riparian Areas Protection which includes all land within 15 metres of a natural watercourse, which would include the wetland area and portion of McFarland Creek located in the south west corner of the property. At the subdivision stage, a development permit application will be required to satisfy the development guidelines of DPA I. This would include a biophysical assessment of the riparian area and a report prepared by a Professional Biologist with recommendations to protect, enhance and restore the riparian area as part of the development.

***The zoning amendment complies with the policies and objectives of the Cherry Creek OCP. A development permit application to satisfy the guidelines of DPA I will be required at the subdivision stage.***

- c. **Zoning:** The property is zoned Forest Reserve (A3) District. The property owner is applying to rezone to Forest Rural (A2) District to facilitate subdivision to a 2 hectare (5 acre) minimum density.

	<b>A3 District (existing)</b>	<b>A2 District (proposed)</b>
Minimum Lot Area:	10 acres	5 acres
Minimum Lot Width:	330 ft.	330 ft.
Lot Coverage:	-	-
Minimum Setbacks		
Front:	50 ft.	50 ft.
Rear:	30 ft.	30 ft.
Side:	15 ft.	15 ft.

The 15.3 hectare (37.8 acre) property has approximately 460 metres (1,510 feet) of road frontage on both sides of Franklin River Road. Considering the existing lot size and shared road access, along with the proposed 5 acre minimum density, it is conceivable that future subdivision could result in 6-7 parcels depending on the final access and lot layout.

The A2 zoning requires a 100 metre (330 foot) minimum lot width and the *Local Government Act* requires a minimum 10% of road frontage for any lot fronting onto a public road. Depending on the final lot layout, development variance and parcel frontage waiver applications may be required at the subdivision stage.

Parkland dedication will not be required as part of the subdivision of this property as Section 510(3) of the *Local Government Act* exempts subdivisions with a minimum lot size of 2 hectares from the park land dedication or cash-in-lieu of park land requirements.

***The proposed development to a 2 hectare (5 acre) minimum lot size requires a rezoning of the subject property from Forest Rural (A3) District to Rural (A2) District.***

**Comments:** The rezoning is required to facilitate the applicant’s proposal to subdivide the property to a 5 acre density. The applicant is proposing to create 6-7 five acre lots with shared access from Franklin River Road to the upper and lower portions of the property. The final subdivision layout will be confirmed at the subdivision application stage. If the rezoning application proceeds, the following would need to be addressed during the subdivision application process:

**RF21015**

- Development permit application to satisfy the development guidelines of DPA I – Riparian Areas Protection. The south west corner of the property is located within a portion of DPA I encompassing the riparian areas of a wetland adjacent to Cox Lake and McFarland Creek.
- Depending on the final lot layout, a development variance application to reduce the minimum lot width and a parcel frontage waiver application to waive the 10% minimum road frontage may be required.
- Confirmation that safe road access is provided to each lot will be required by the Ministry of Transportation and Infrastructure at the subdivision stage. Planning staff will recommend shared access points along the existing +/- 460 metre (1,510 foot) road frontage to limit any additional driveway accesses recognizing the challenges with topography and road safety at this site. The zoning amendment bylaw will be referred to the Ministry for comment as part of the agency referral process ahead of a public hearing.

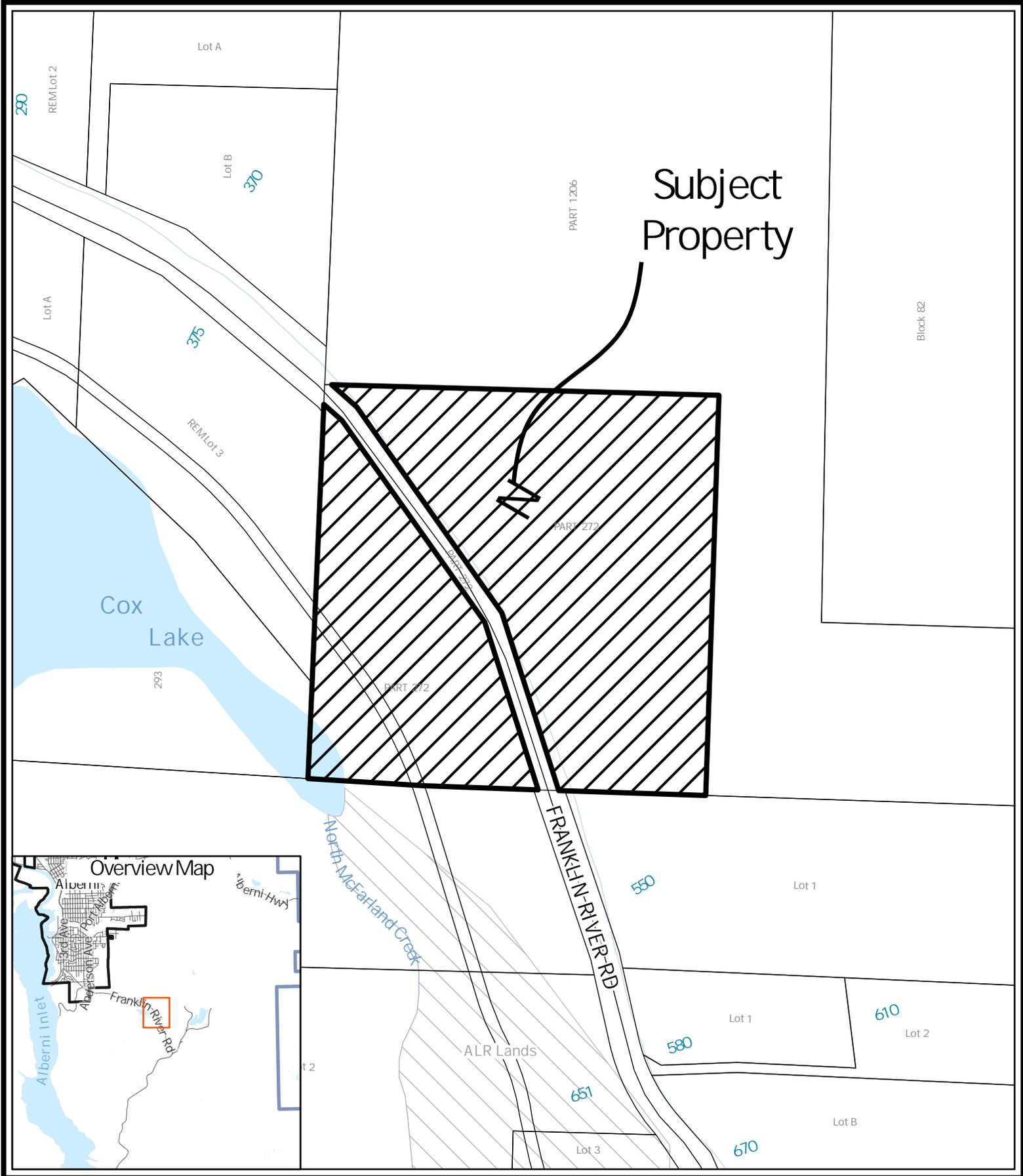
Planning staff are supportive of proceeding with the public hearing process to gather public input on the application. The proposed development complies with the policies and objectives of the Cherry Creek OCP. The development generally fits within the character of the area and aligns with previous rezoning applications to allow for similar 5 acre lot subdivisions on adjacent properties. The property is located outside of the Agricultural Land Reserve in an area that is approximately 2.8 kilometres south east of the City of Port Alberni boundary.

Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

**RF21015**



Subject Property



Legal description: DISTRICT LOT 272 ALBERNI DISTRICT EXCEPT PART IN PLAN 149 RW



F

Franklin River Rd

North McFarlane

550

This map should not be used for navigat on or legal purposes. This product was prepared by the Alberni-Clayoquot Regional District (ACRD) Planning Department and is intended for general reference use only. The ACRD makes no guarantees, expressed or implied, as to the use of the informat on obtained here and is not responsible for any damages or incidents result ng from any omissions, delet ons or errors of data shown here within.

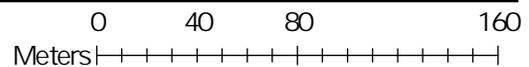
contributors, CC-BY-SA



RF21015 - 1267492 BC Ltd (Powers)/Knight

Legal descript on: DISTRICT LOT 272 ALBERNI DISTRICT EXCEPT PART IN PLAN

149 RV **236**



Prepared 2 March 2022, ACRD  
Satellite imagery, OpenStreetMap, 2021



Access to lower portion of the property



SW portion of the property below Franklin River Rd



SW portion of the property below Franklin River Rd



Access to upper portion of the property



Internal access road on NE portion of the property



Internal access road on NE portion of the property

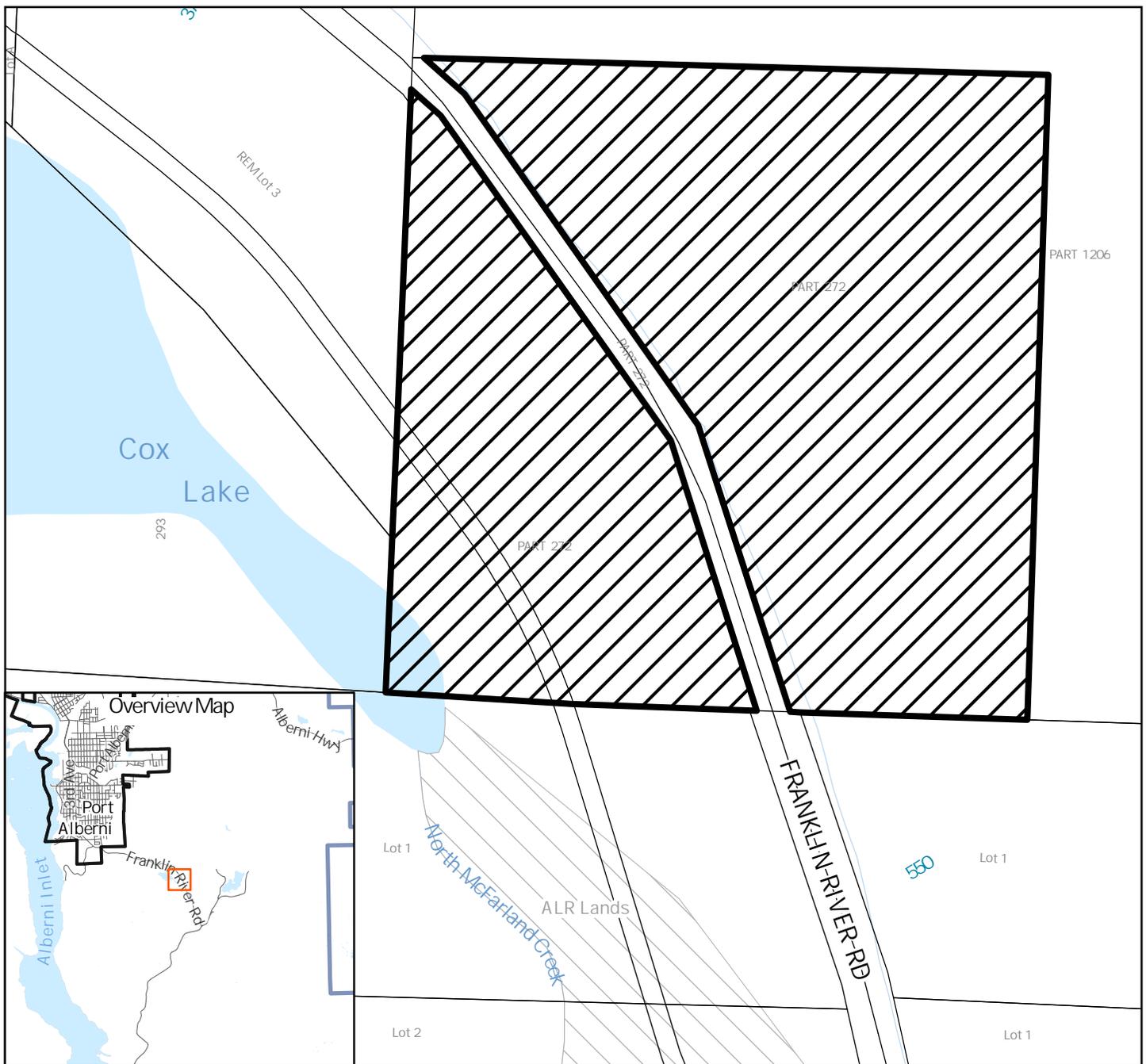


NE portion of the property above Franklin River Rd

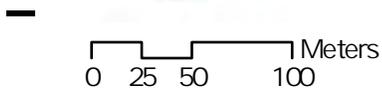


# Schedule 'A'

This schedule is attached to and forms part of  
Bylaw P1441



P1441 1267492 BC Ltd (Powers)/Knight  
Legal description: DISTRICT LOT 272 ALBERNI DISTRICT EXCEPT  
PART IN PLAN 149 RW



To be rezoned from Forest Rural (A3) District to Rural (A2) District.



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## Rezoning Application

<b>MEETING DATE:</b>	March 9, 2022
<b>ACRD FILE NO.:</b>	RF21016
<b>APPLICANTS:</b>	Dwight and Candace Dockendorff
<b>LEGAL DESCRIPTION:</b>	LOT B DISTRICT LOT 57 ALBERNI DISTRICT PLAN EPP9793
<b>LOCATION:</b>	6546 Cherry Creek Road
<b>ELECTORAL AREA:</b>	"F" Cherry Creek

**Applicant's Intention:** The applicants intend to rezone the 0.68 hectare (1.69 acre) property to Acreage Residential (RA3) District in order to facilitate a two lot subdivision. The lot on the south side of the property would contain the existing single family dwelling and barn and the lot on the north side would be vacant.

### Recommendations:

- THAT Bylaw P1442, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time;
- THAT the public hearing for Bylaw P1442 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District;
- THAT the Board of Directors confirm that adoption of Bylaw P1442 is subject to:
  - a. Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 0.6 acre minimum lot size.
  - b. Meeting technical referral agency requirements.

**Advisory Planning Commission Recommendation:** The Cherry Creek APC will consider the application at a meeting held March 7<sup>th</sup>. Staff will provide a verbal update of the APC's recommendation at the March 9<sup>th</sup> Board meeting.

### Observations:

- i) **Status of Property:** The 0.68 hectare (1.69 acre) property is mostly cleared and relatively level. There is an existing single family dwelling and barn located on the southern half of the property and the north side of the property is vacant. There is a second water meter adjacent to the north side of the property. There are mixed stands of fruit trees, conifer trees and shrubs spread throughout the property. Adjacent uses to the property include rural residential properties to the north, south and east and agricultural land to the west. The property was created by subdivision of the parent parcel

**RF21016**

in 2010.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal. As a condition of rezoning, staff recommend that the applicants be required to engage a Registered On-site Wastewater Practitioner to assess the capability of the land to accommodate on-site sewage disposal to a 0.6-acre density. Confirmation will be required prior to the public hearing.
- b. **Water Supply:** Cherry Creek Waterworks District. There is a second water meter located in the vicinity of the proposed vacant lot on the north side of the property.
- c. **Fire Protection:** Cherry Creek Fire Department.
- d. **Access:** The existing residence is accessed from Cherry Creek Road and the proposed new lot would be accessed by a separate driveway connecting to Cherry Creek Road.

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

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve. The property borders the ALR boundary to the west.
- b. **Official Community Plan:** The Cherry Creek Official Community Plan designates the property as "Residential Use". The objective of this land use designation is to provide a range of housing options within the plan area. The Residential Use designation supports a 0.24 hectare (0.6 acre) minimum lot size for lots serviced by community/communal water or sewer. The lots would be connected to the Cherry Creek Waterworks District. The subject property is not included in any development permit areas.

***The zoning amendment complies with the policies and objectives of the Cherry Creek OCP.***

- c. **Zoning:** The property is zoned Small Holdings (A1) District. The property owner is applying to rezone to Acreage Residential (RA3) District to accommodate the proposed two lot subdivision.

	<b>A1 District (existing)</b>	<b>RA3 District (proposed)</b>
Minimum Lot Area:	2 acres	0.6 acre
Minimum Lot Width:	165 ft.	98.4 ft.
Lot Coverage:	-	-
Minimum Setbacks		
Front:	25 ft.	49.2 ft.
Rear:	30 ft.	32.8 ft.
Side:	5 ft.	16.4 ft.

The applicants intend to subdivide the 0.68 hectare (1.69 acre) property into two lots with roughly equivalent lot dimensions: a +/- 0.34 hectare (0.85 acre) parcel containing the existing single family dwelling, barn and smaller outbuildings and a +/- 0.34 hectare (0.85 acre) vacant parcel in the northern portion of the property. The proposed RA3 District zoning would provide the minimum lot area and lot width required to facilitate subdivision. The existing barn located near the mid-point of the property must meet the minimum side yard setback and graduated height requirements from the new lot line to be created by subdivision. The RA3 District zoning would provide flexibility in the placement of the new lot line.

***The proposed two lot development requires a rezoning of the subject property from Small Holdings (A1) District to Acreage Residential (RA3) District.***

**RF21016**

**Comments:** The rezoning is required to facilitate in the applicant's proposal to subdivide the property into two lots. The applicants have provided a conceptual subdivision layout. If the rezoning application proceeds, the applicants will need to address the following at the subdivision stage: confirmation that the existing structures comply with the setbacks created by the new lot line and confirmation that the requirements for connection to the Cherry Creek Waterworks District have been met.

Planning staff are supportive of proceeding with the public hearing process for the application. The proposed two lot subdivision complies with the policies and objectives of the Cherry Creek OCP and is located close to residentially-zoned lands that support similar small acreage rural residential lot sizes. The rezoning provides an opportunity for infill development to support additional housing in Cherry Creek that generally fits with the character of the surrounding area.

Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

**RF21016**

Subject Property

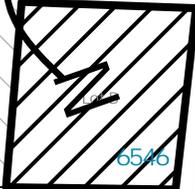
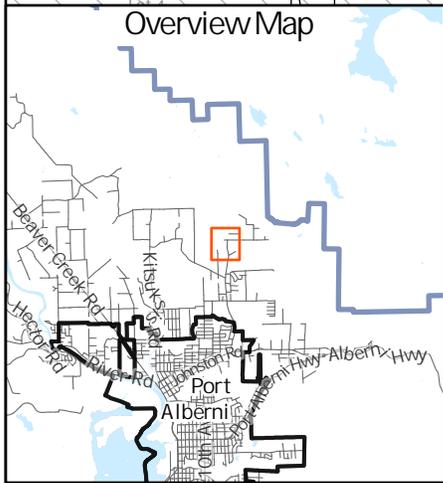
MOUNTAIN-VIEW-RD

TREVOR-AVE

CHERRY-GREEK-RD

ETONE-RD

PART 103  
ALR Lands



3760

Lot A 6586

6546

Lot 1 6585

Lot 2 6555

Lot 4 6523

Lot 3 6505

Lot 1 6520

Lot 2 6504

6494

Lot A 6495

Lot B 6475

6449

Block 7

Lot 2

6428

Lot A 6424

Lot B

PART 103

Lot 1

3713

Lot 1

3579

Lot 2

3661

Lot A

3745

Lot B

3720

Parcel A 6615

6625

Lot A 3680

Lot B 3670

Lot C 3630

Lot D 3600

Lot E 6620

Lot 8 6635

Lot 7 6649

Lot 6 6655

Lot 5 6659

Lot 4 6671

Lot 3 6675

Lot 2 6685

Lot 11

PART 102

0 55 110 Meters



Legal description on: LOT B DISTRICT LOT 57 ALBERNI DISTRICT PLAN EPP9793

**SUBDIVISION PLAN OF THAT PART OF BLOCK 9,  
DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 1901  
LYING TO THE WEST OF CHERRY CREEK ROAD, AS  
SAID ROAD IS DEDICATED BY SAID PLAN**

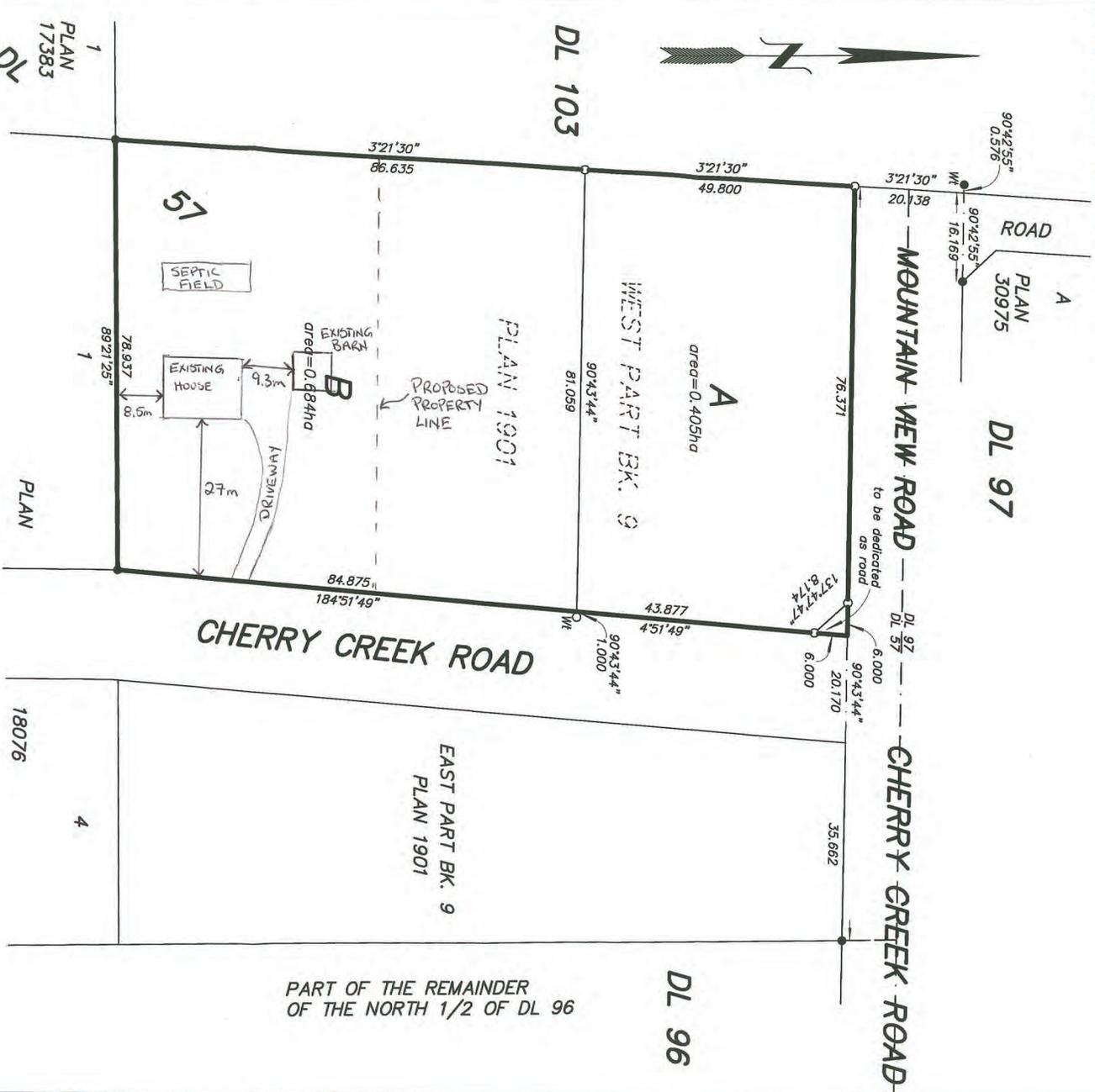


The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1 : 750.

BCGS 92F.027

- LEGEND: -**
- denotes Standard Iron Post placed.
  - denotes Standard Iron Post found.
- All distances hereon are in metres and decimals thereof and are horizontal ground-level distances. Bearings are astronomic and derived from Plan 18076.

**NOTE: -**  
This plan shows one or more witness posts which are not set on the true corner. Unless otherwise shown, witness posts are set on the property line or the production thereof.



A covenant in the name of the Alberni-Clayoquot Regional District pursuant to Section 219 is a condition of approval for this subdivision. This plan was approved pursuant to Section 946, subsection 8 of the Local Government Act. This plan lies within the jurisdiction of the Approving Officer for the Ministry of Transportation and Infrastructure. This plan lies within the Alberni-Clayoquot Regional District.

ACRES & POLLACK,  
B.C. LAND SURVEYORS,  
PORT ALBERNI, B.C.,  
PHONE: - 250 723 5412  
EMAIL: - apbcs@shaw.ca,  
FILE: - 15746.

The field survey represented by this plan was completed by David Michael Pollack, BCLS on the 29th day of October, 2010.



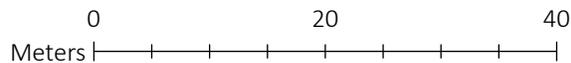
This map should not be used for navigation or legal purposes. This product was prepared by the Alberni-Clayoquot Regional District (ACRD) Planning Department and is intended for general reference use only. The ACRD makes no guarantees, expressed or implied, as to the use of the information obtained here and is not responsible for any damages or incidents resulting from any omissions, deletions or errors of data shown here within.

contributors, CC-BY-SA



RF21016 – Dockendorff (6546 Cherry Creek Road)  
Legal description: LOT B DISTRICT LOT 57 ALBERNI DISTRICT PLAN EPP9793

**248**



Prepared 2 March 2022, ACRD  
Satellite imagery, OpenStreetMap, 2021



Existing SFD and driveway access



Second water meter at proposed vacant lot



Proposed vacant lot at north side of property

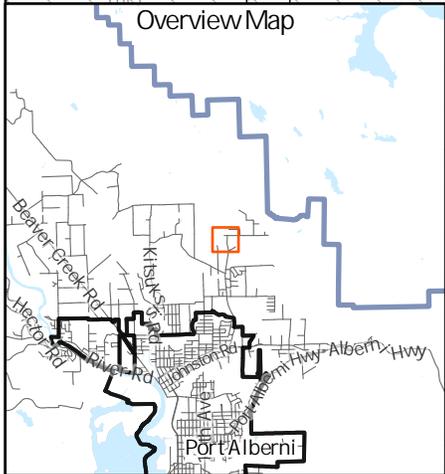
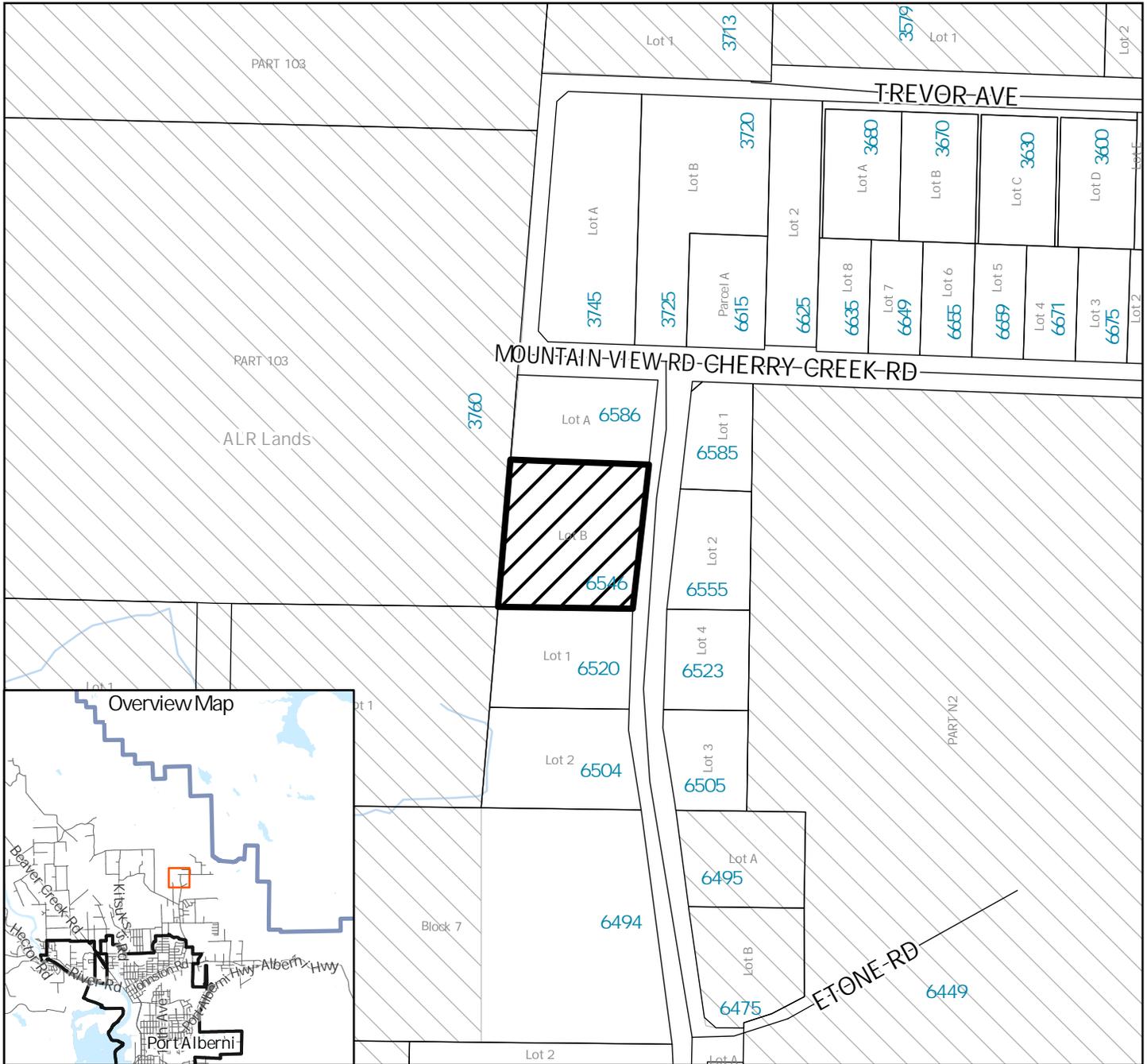


Proposed vacant lot at north side of property

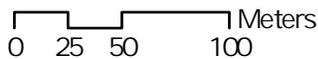


# Schedule 'A'

This schedule is attached to and forms part of  
Bylaw P1442



P1442 Dockendorff  
Legal description: LOT B DISTRICT LOT 57 ALBERNI DISTRICT  
PLAN EPP9793



To be rezoned from Small Holdings (A1) District to Acreage  
Residential (RA3) District.



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## Rezoning Application

**MEETING DATE:** March 9, 2022

**ACRD FILE NO.:** RC20009

**APPLICANT:** Clayoquot Wilderness Resort LTD (Agent: Don van der Horst Consulting)

### LEGAL

**DESCRIPTION:** LOT 451, CLAYOQUOT DISTRICT; DISTRICT LOT 517, CLAYOQUOT DISTRICT; and THAT PART OF DISTRICT LOT 1968, TOGETHER WITH UNSURVEYED CROWN FORESHORE BEING PART OF THE BED OF BEDWELL SOUND, CLAYOQUOT DISTRICT

**LOCATION:** Bedwell River in Clayoquot Sound

**ELECTORAL AREA:** "C" Long Beach

**Applicant's Intention:** The applicants intend to rezone the Clayoquot Wilderness Lodge lands and licensed foreshore areas to a site-specific Comprehensive Development Clayoquot Wilderness Resort (CD CWR) District zone to accommodate the existing camping resort uses and to facilitate upgrades to the cookhouse and lounge structures. There would be no new development or increase to the footprint of the existing campground resort with the exception of upgrades to the cookhouse and lounge structures primarily within their existing building footprints. The application also involves amending restrictive covenant EX012758 in order to support an application to the Province to increase the capacity permitted under the current liquor licensing.

---

### Recommendation:

- THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be amended as presented, in order to restrict the location, siting and density of all campground uses and campground amenity uses in the CD CWR District to the existing development footprint, with the exception of upgrades to the cookhouse and lounge structures primarily within their existing footprints;
- THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time as amended;

---

**March 2022 Update:** The ACRD Board first considered the rezoning application on October 13, 2021. Bylaws P1416 and P1417 were given first reading and a public hearing was delegated to be held to consider the bylaws. In addition to accommodating existing uses and expanding the liquor license capacity, the original rezoning application included a proposed expansion to the number of tent platforms and rental accommodation units.

**RC20009**

Ahead of proceeding with the public hearing, the applicant began working on the conditions of rezoning approval, which includes engaging with the Ahousaht First Nations to seek support for the proposed development. The Ahousaht First Nations indicated that they were not prepared to support an expansion to the existing footprint of resort campground uses at the site. The applicants subsequently amended their application to remove any proposed expansion of accommodation uses and limited the rezoning application to only support the continued operation of the existing resort uses at the site and to allow for the replacement of the existing dining hall/cookhouse and lounge facilities. On February 8, 2022, the ACRD received a letter from Tyee Hasheukumiss Richard George, President of the Maaqutsiis Hahoulthee Stewardship Society, confirming on behalf of the H̱aw'it, that Ahousaht supports the rezoning application to bring the existing uses into compliance with the Zoning Bylaw including improvements to the cookhouse and lounge facilities.

For consideration by the Board, staff have updated Bylaw P1416 to reflect the amended rezoning application supported by the Ahousaht First Nations. The wording and figures included in the bylaw limit the development of the site to the existing footprint of all campground and campground amenity structures, with the exception of required upgrades to the cookhouse and lounge buildings.

At the October 13, 2021 meeting, the ACRD Board confirmed that the adoption of the bylaws is subject to:

- a. Confirmation of support from the Ahousaht First Nations;
- b. Modification of restrictive covenant EX012758 to allow for a maximum of 50 guests and 80 staff at the site [maximum 130 people to include guests, employees, contractors and service people]. The applicant to also agree to a covenant that would prohibit any land clearing or development within 30 metres of the natural boundary of the Bedwell River with the exception of low-impact access trails and maintaining existing improvements;
- c. Approval of an appropriate parking plan to address off-street parking requirements in the District of Tofino;
- d. Submission of building plans to the ACRD Building Inspector to confirm necessary health and safety requirements of existing buildings on the site;
- e. Confirmation of adequate water and sewage disposal facilities to accommodate the full capacity of guests and staff on-site; and
- f. Meeting technical referral agency requirements.

**Advisory Planning Commission Recommendation:** The Long Beach APC considered the application at a meeting held on October 5, 2021 where the staff recommendation for the rezoning application was supported by the members present.

**Observations:**

- i) **Status of Property:** The Clayoquot Wilderness Lodge lands are located at the outlet of the Bedwell River in Clayoquot Sound, approximately 8 kilometers north of Tofino. The 21 hectare (53 acre) LOT 451 property is split by a tributary of the Bedwell River. The east portion of LOT 451 adjacent to the river is developed for campground resort uses including sixteen (16) guest accommodation tent platforms plus one (1) accommodation tent platform for media representatives, a dining hall/cookhouse, lounge, spa, amenity buildings, washroom facilities, barn, administration and housekeeping buildings, storage buildings, propane tanks, and water and sewage treatment facilities. Many of the improvements along the foreshore extend onto the 4.12 hectare (10.2 acre) Crown License of Occupation area licensed to the property owners for a 30 year term under Crown file number 1413905 issued in December 2018.

The west portion of LOT 451 along Bedwell Sound includes nine (9) guest accommodation tent platforms, washrooms, housekeeping facilities and a sauna with the tent platforms extending onto

**RC20009**

the filled foreshore area permitted under the Crown License of Occupation. The tent platforms are raised wooden platforms connected to services and connected with the resort amenities by elevated wooden boardwalks. Tents are removed from the platforms during the off season.

The south west portion of the lands include the 9.3 hectare (23 acre) DISTRICT LOT 517 property located further south along Bedwell Sound. This property is developed into the primary access point into the resort with two ramps and floats to provide boat and float plane access and moorage. The topography of both LOT 451 and DISTRICT LOT 517 is relatively level where the existing improvements are located adjacent to the foreshore areas. The grade slopes up into forested, steep hills within the undeveloped portion of the properties.

The property owners own the 68 hectare (168 acre) LOT 694 property located to the north of the resort lands to provide staff accommodation facilities, mechanical facilities, a works yard, barns and horse grazing pastures. The property owners also own the 48.6 hectare (120 acre) DISTRICT LOT 693 north of the resort lands which is vacant, undeveloped and zoned Forest Reserve (A4) District. Adjacent lands to the north, west, and east are undeveloped Crown Land. The Ahousaht First Nations reserve Oinimitis 14 is located along the east side of Bedwell Sound approximately 800 metres south east of the resort lands.

#### ii) Services:

- a. **Sewage Disposal:** On-site sewage disposal. The applicant has submitted engineered plans for the existing sewage disposal system servicing the properties. There is a wastewater treatment plant located on the east side of the LOT 451 property.
- b. **Water Supply:** On-site water system. The applicant has submitted engineered plans for the existing water system servicing the properties. There are wells and water treatment facilities located on the LOT 694 property.
- c. **Fire Protection:** Not within a fire protection area.
- d. **Access:** Water access from Bedwell Sound. During a previous rezoning application for the staff accommodation site in 2019, the property owners confirmed that they lease five (5) parking stalls on private property within the District of Tofino and own a property on Industrial Way in Tofino dedicated for longer term parking. Staff recommend that the Board include confirmation of off-street parking facilities in Tofino as a condition of rezoning approval.

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

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** Not within an OCP area.
- c. **Zoning:** The property is zoned Wilderness Campground (CW) District. The CW District provides for the establishment of campgrounds in isolated locations with minimal facilities and the majority of the subject properties were rezoned to CW District in 2004 in order to accommodate the development of the resort. Staff have proposed a new site-specific Comprehensive Development Clayoquot Wilderness Resort (CD CWR) District zone to accommodate the existing uses on the site in keeping with the intent of the original CW District to provide for an isolated campground with no public services.

**RC20009**

	<b>CW District Current</b>	<b>CD CWR District Proposed</b>
Minimum lot size:	0.4 hectare (1 acre)	2 hectares (5 acres)
Minimum lot width:	36.5 metres (120 feet)	100 metres (330 feet)
Lot coverage:	-	15%
<b>Building Setbacks</b>		
Front	7.62 metres (25 feet)	7.62 metres (25 feet)
Rear	9.14 metres (30 feet)	9.14 metres (30 feet)
Side	4.5 metres (15 feet)	4.5 metres (15 feet)
<b>Density and Permitted Uses</b>		
Density:	80 campsites / hectare	Maximum 26 camping sites
Permitted Uses	Campgrounds One (1) Service Building	Campgrounds Campground Amenities
Conditions of Use	<ol style="list-style-type: none"> <li>1. 10 km from paved highway</li> <li>2. No minimum servicing</li> <li>3. Maximum Density 80 sites/hectare</li> </ol>	<ol style="list-style-type: none"> <li>1. Campgrounds include: tent platforms and camping sites.</li> <li>2. Maximum Density 26 camping sites.</li> <li>3. Campground amenities defined to reflect existing amenity buildings and uses.</li> <li>4. Location, siting and density of all campground uses and campground amenities shall not be expanded greater than the existing development footprint.</li> <li>5. Site plans included as figures within CD CWR to reflect existing development footprint.</li> <li>6. Upgrades to cookhouse and lounge structures permitted primarily within their existing footprints.</li> </ol>

The current permitted uses and conditions of use in the CW District permit campgrounds with a density of 80 sites/hectare and one service building. The present zoning does not reflect the existing uses and amenities at the site and limits the ability for the property owners to maintain and replace the existing facilities. Staff have proposed the CD CWR District as a site-specific zone for the resort lands. The zoning is based upon the permitted uses and conditions of uses in the existing CW District with more relevance to the current uses of the resort lands.

After engagement with the Ahousaht First Nations on the proposed zoning amendment, the applicant has amended their proposal to clarify that no new development would be proposed in the CD CWR District beyond the existing footprint of tent platforms, camping sites and campground amenity buildings currently at the site. With support from the Ahousaht First Nations, the applicants have included required upgrades to the cookhouse and lounge structures in their amended application and the CD CWR amendment presented for the Board has been drafted to reflect the proposed upgrades to the two structures primarily within their existing footprints.

## RC20009

### 168.1 Permitted Uses

- (1) Campgrounds
- (2) Campground amenities

### 168.2 Conditions of Use

(1) Within the CD CWR District, campgrounds include tent platforms and camping sites for guest accommodation. The maximum density of campground uses shall not exceed 26 tent platforms and camping sites.

(2) Within the CD CWR District, campground amenities include: one (1) communal dining hall or cookhouse building; one (1) lounge building; spa, yoga, sauna and hot tub facilities; recreational equipment storage; kitchen, washroom and laundry facilities; administration and housekeeping buildings; storage buildings; barns; common areas; boardwalks; marina facilities, moorage floats and access ramps; water and sewage treatment and distribution facilities; structures and facilities required to contain electrical, propane, garbage, recycling and compost facilities; and similar uses.

(3) With the exception of the redevelopment of the cookhouse structure and lounge structure primarily within their existing footprints, the location, siting and density of all campground uses and campground amenities shall not be expanded greater than the existing footprint of campground uses and campground amenities as shown on Figure 1 – East Part of LOT 451, Figure 2 – West Part of LOT 451, and Figure 3 – LOT 517.

[The three figures included in Bylaw P1416 provide the existing footprint of all campground and campground amenity structures]

**Comments:** The applicant operates a wilderness resort on a number of parcels located at the head of the Bedwell Sound, along the west side of the Bedwell River. The land holdings subject to this rezoning application include the 21 hectare LOT 451 property containing the majority of the camping resort uses and amenities and the 9.3 hectare DISTRICT LOT 517 which provides the primary access point into the properties for float planes and boats. The resort lands also include 4.12 hectares of marine foreshore areas and filled foreshore areas that are licensed to the property owners by Crown License of Occupation.

The property owners engaged Regional District staff in 2020 to discuss the potential for increasing the liquor licensing capacity for the property. In reviewing the current uses of the site a few inconsistencies were discovered with the existing zoning and covenant restrictions:

- Restrictive Covenant EX012758 registered to LOT 451 limits the number of guests on the land at any given time to 30 guests. The applicants' intent is to increase the number of guests, employees, contractors and service people on-site to a maximum number of 130 people at any given time. The covenant must be amended to reflect the maximum number of guests.
- The current Wilderness Campground (CW) District zoning permits only one service building and does not contemplate amenity buildings and uses associated with the resort campground. The existing resort facilities include a number of structures that are non-compliant with the current zoning. The proposed addition of campground amenities and a definition to include amenities specific to the CD CWR District would formalize the existing uses.
- The current Wilderness Campground (CW) District zoning only extends to the natural boundary of the LOT 451 and DISTRICT LOT 517 parcels and does not encompass the existing improvements located within the filled foreshore areas licensed to the property owners under a Crown License

## RC20009

of Occupation. These areas are currently zoned Forest Reserve (A4) District. The proposed zoning map amendment would rezone the lands and extend the CD CWR zoning onto the licensed foreshore areas currently developed as part of the resort.

The public hearing for Bylaws P1416 and P1417 has been delegated by the Board of Directors and staff expect to organize the public hearing to be held at the end of March 2022. Amending Bylaw P1416 to reflect the current uses of the site and to allow for upgrades to the cookhouse and lounge facilities provides an opportunity for a site-specific zoning designation that is appropriate for the continued wilderness campground and resort amenity uses at the site. No further development of tent platform, camping site, guest accommodation or campground amenity uses beyond the existing developed footprint at the site would be permitted under the CD CWR zone.

On October 13, 2021, the Board applied the following conditions of approval to the rezoning application:

- Confirmation of support from the Ahousaht First Nations. A letter of support for the amended rezoning application was received on February 8, 2022.
- Submission of an appropriate parking plan to provide off-street parking facilities within the District of Tofino ensuring that the public roads will not be used for guest parking. Regional District staff will refer the parking plan to District of Tofino staff for approval.
- Modification of restrictive covenant EX012758 to increase the number of guests permitted on the premises from 30 to a maximum of 130 guests, employees, contractors and service people at any given time. An additional covenant would be registered to prohibit any land clearing or new development within 30 metres of the Bedwell River with the exception of low-impact access trails and maintaining existing landscaping and improvements. The property is not within an OCP area and is not subject to any riparian area development permit requirements.
- Submission of building plans to the ACRD Building Inspector to confirm necessary health and safety requirements for existing buildings on the site. There are a number of existing structures that were built by previous property owners without building permits.
- Confirmation of adequate existing water and sewage disposal facilities to accommodate the full capacity of guests and staff on-site. The applicants have submitted engineered water and sewer drawings provided by MSR Solutions Inc. for the full build-out of the services. Confirmation that the existing facilities can accommodate the full 130 person occupancy of the site must be provided.

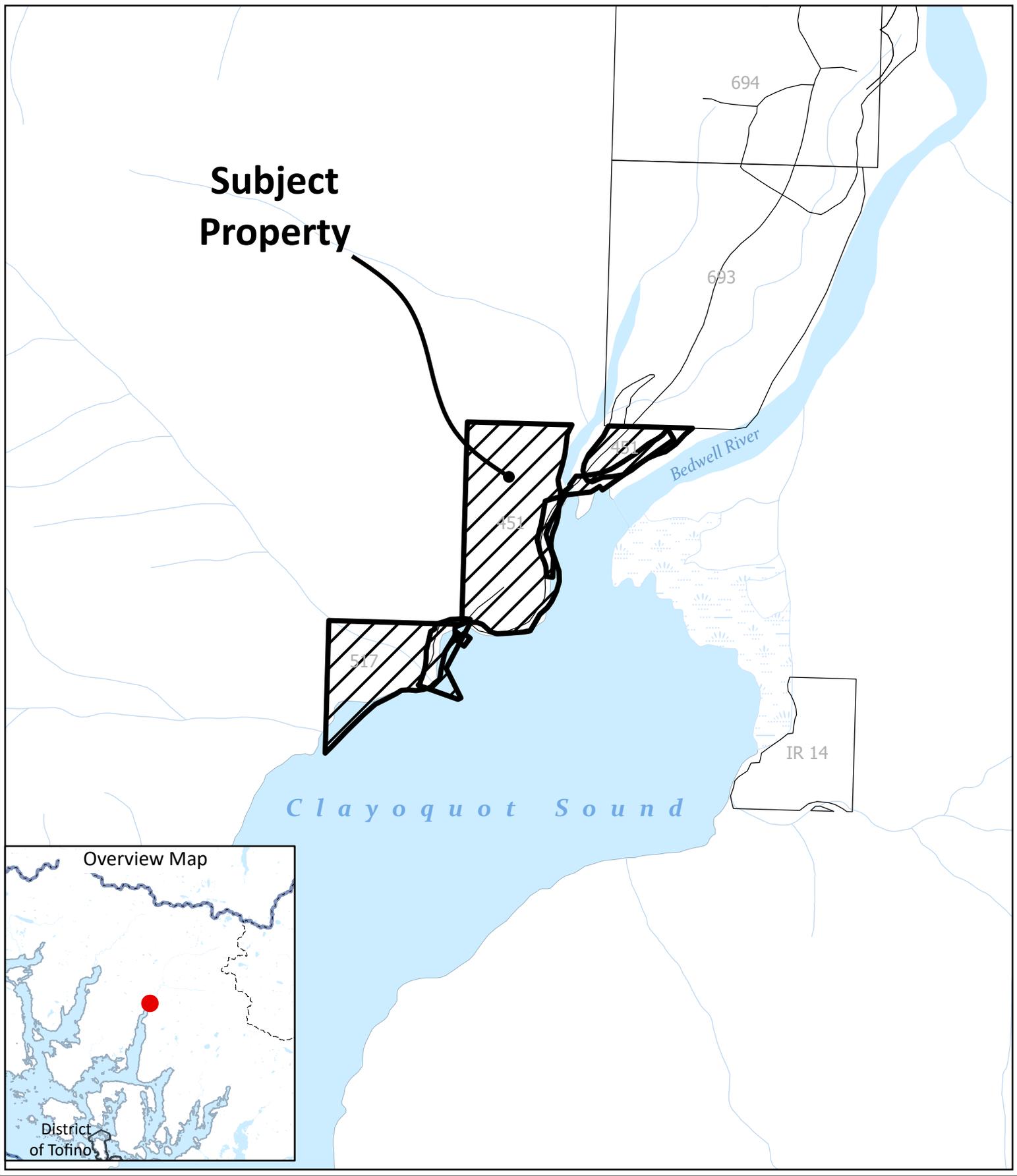
Submitted by: *Alex Dyer*  
Alex Dyer, MCIP, RPP, Planning Manager

Reviewed by: *Michael Irg*  
Mike Irg, MCIP, RPP, General Manager of Planning & Development

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

**RC20009**

**Subject  
Property**

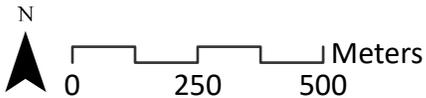


*Clayoquot Sound*

*Bedwell River*

Overview Map

District  
of Tofino



Legal Description: LOT 451, CLAYOQUOT DISTRICT;  
DISTRICT LOT 517, CLAYOQUOT DISTRICT; and  
THAT PART OF DISTRICT LOT 1968, TOGETHER WITH UNSURVEYED  
CROWN FORESHORE BEING PART OF THE BED OF BEDWELL SOUND,  
CLAYOQUOT DISTRICT

February 9, 2022

Alberni–Clayoquot Regional District of BC  
3008 Fifth Ave.  
Port Alberni, BC V9Y 2E3

**Attention: Alex Dyer, Planning Manager**

Dear Mr. Dyer:

**Re: Ahousaht Nation Position on Rezoning Application by Clayoquot Wilderness Lodge –  
ACRD File No RC 20009 (DL 451 & 517)**

---

On behalf of the H̱aw'iṯ (hereditary Chiefs) of ƧaḥuusƧaḥ (Ahousaht Nation), I wish to express our support for the Clayoquot Wilderness Lodge (“**CWL**”) application for rezoning (RC 20009), dated December 1, 2021, (the “Rezoning Application”), which Rezoning Application is limited to the following:

- a) rezoning DL 451 & 517 to a new site-specific zone that brings the current development into compliance with the zoning text and designation; and
- b) modifying the existing restrictive covenant (EX0122758) dated 2005, between CWL and the ACRD that is registered against DL 451 to support an application to the Provincial Liquor and Cannabis Regulation Branch which requests an increase from 30 to 130 people, including guests and staff, which are permitted within the current liquor licensing area to align with the current capacity of that area.

We provide this letter of support on the understanding that CWL is not requesting approval for any further development, including any additional guest accommodation tent platforms, pursuant to this Rezoning Application (other than the upgrades to the Cookhouse and Lounge as set out in the Rezoning Application).

Should you have any questions regarding this letter, please feel free to contact me at [hasheukumiss@mhssahousaht.ca](mailto:hasheukumiss@mhssahousaht.ca).

Sincerely,



Tyee Hasheukumiss  
President, Maaqutusiis Hahoulthee Stewardship Society

# ***DON VANDERHORST CONSULTING LTD***

December 1, 2021

Alex Dyer, MCIP, RPP  
Planner  
Alberni – Clayoquot Regional District  
3008 Fifth Ave  
Port Alberni, BC V9Y 2E3

Dear Sir:

**Re: Application for Rezoning– DL 451 and 517 – Clayoquot Wilderness Lodge (CWL)**

Reference is made to our recent discussions regarding CWL's application for rezoning of DL 451 and 517, which are part of the private holdings that comprise the CWL facility at the head of Bedwell Sound, along the west coast of Vancouver Island, northeast of the community of Tofino.

## **Background**

CWL is a wilderness resort situated at the head of Bedwell Sound. The resort is comprised of several privately owned parcels, including DL 451 (21.4 ha) and 517 (10.5 ha), as well as provincial Crown land that is held under an approved *Land Act* tenure. The majority of DL 451 and 517 are forested, steep mountain side properties, with a small portion, along the west side at the head of Bedwell Sound and along the west side of the Bedwell River that have been developed for the resort facilities. The Crown land tenure held by CWL is directly adjacent to its existing private land. The property is within Area C of the Alberni – Clayoquot Regional District (ACRD), and is currently zoned as Wilderness Campground District (CW).

The current zoning (CW) provides for the establishment of campgrounds in isolated locations with minimal facilities. The permitted uses of the CW zone includes 80 campsites/ha, with one service building. While the existing CW zoning was appropriate when CWL resort was initially developed, the resort has now evolved into a world class wilderness resort, with various improvements and buildings erected onsite.

## ***DON VANDERHORST CONSULTING LTD***

### **Existing Development**

The following is a summary of the existing improvements and buildings that CWL has constructed onsite over the years.

Several site plans have been attached to this letter provide additional clarification of where the improvements are situated on the properties and purpose of each building (see Figures 2, 3 & 4).

- There are 26 existing guest accommodation tent platforms, the majority of which include ensuite bathrooms, of which one is dedicated for accommodation for media representatives (see “Media Tent” – Figure 2). The tents and improvements within the tents are removed at the end of each operating season, with only the wood platforms remaining in place. The tent platforms are all situated within DL 451 and within the aforementioned Crown land tenure area (none exist on DL 517 at this time). There are elevated (and lighted) wooden walkways that connect all of the tent platforms and the main resort facilities (e.g. dining, spa, outdoor activities, guest services, etc).
- There are several buildings on the property in close proximity to the aforementioned tent platforms. These buildings include the cookhouse, lounge, spa and yoga facility, hot tubs, gym, various activity buildings (e.g. activity gear, bike storage, kayak and canoe storage, and horse barns). In addition there are buildings for office space (administration), first aid, housing for the general manager, and guest services.
- In addition to several permanent buildings, there is a common area for guests that includes tents for games, reading, a children activity area, and a fire pit.
- The subject area includes a building for housekeeping, propane tanks, sewage treatment plant, electrical and water system buildings and storage container for tools. In addition, washrooms have been placed in certain areas within the subject property.
- DL 517 is situated to the south of DL 451 and includes the main dock area where guests, staff and supplies arrive by boat or float plane. The majority of the existing development is within the Crown land tenure area.

### ***Existing Land Use of the Subject Property***

- The subject properties are situated west of the Bedwell River, at the head of Bedwell Sound and are approximately 31.5 ha in size.

## ***DON VANDERHORST CONSULTING LTD***

- Nearly 95% of the properties consist of steep mountain side terrain that is forested and undeveloped.
- The Crown land tenure is approximately 4.1 ha and includes 3 separate sites which are a combination of filled foreshore and marine area.

### *Existing Land Uses Adjacent to the Subject Property*

- Land use to the west, north and east of CWL's private holdings is forested and undeveloped (Crown land). Bedwell Sound is situated directly south of the subject properties
- Land to the immediate north is DL 693, which is part of CWR's holdings. This parcel of land is undeveloped and forested. Further to the north is DL 694 and includes staff housing, pasture for the horses and servicing facilities for the entire resort operation

### **Current Proposal – Zoning Bylaw Amendment Application**

The purpose of this rezoning application is as follows:

1. Rezone the subject lands (DL 451 & 517) to a new site-specific zone that brings the current level of development including all of the existing uses and improvements into compliance with the zoning text and designation.
2. With the approval of the new zoning, proceed with a Building Permit to authorize proposed upgrades to the Cookhouse and Lounge buildings
3. Modify the existing restrictive covenant (EX0122758), dated 2005, between CWL and the ACRD that is registered against DL 451. This covenant is linked to a specific part of DL 451, which includes the Cookhouse and Lounge Buildings (Figure 5). The amendment to the restrictive covenant is to support an application to the Provincial Liquor and Cannabis Regulation Branch which requests an increase from 30 to 130 people, including guests and staff, which are permitted within the current liquor licensing area at any one time (Figure 5). The increase in capacity for the liquor license reflects the current capacity of liquor licensing area at this time.

CWL is not requesting approval for any further development, including additional guest accommodation tent platforms, pursuant to this current rezoning application (other than the upgrades to the Cookhouse and Lounge as outlined in point #2 above).

## ***DON VANDERHORST CONSULTING LTD***

In addition to the aforementioned information, the ACRD has requested the following:

- *Zoning Bylaw (text) Amendment Application Form*

A signed application form has been sent to you under separate cover

- *Confirmation of support from the Ahousaht First Nation*

CWL is currently in discussions with the Ahousaht First Nation to secure a letter of support.

- *Confirmation of an appropriate parking plan with the District of Tofino*

As part of the staff housing rezoning application in 2018, CWL provided confirmation of a private property they own in Tofino, which is used as a parking area for staff. This property is still owned by CWL.

- *Confirmation of the maximum number of guests and staff onsite at any given time*

The current capacity of CWL, over the entire resort property, which includes other properties that are outside of the current rezoning application, is approximately 170 people including guests and staffing.

- *Confirmation for adequate sanitary septic disposal*

This information was provided for the staff housing rezoning application in 2018. There has been no change to the current sanitary septic disposal facility which is designed to accommodate the number of guests and staff onsite

- *Confirmation of an adequate water system to support the site (guest and staff)*

This information was provided for the staff housing rezoning application in 2018. There has been no change to the current water system which is designed to accommodate the number of guests and staff onsite

- *Confirmation of approved Crown land tenures*

A copy of the approved *Land Act* tenure agreement will be provided under separate cover.

## ***DON VANDERHORST CONSULTING LTD***

- Confirmation of property ownership

A copy of the current state of title for DL 451 and 517 is attached to this letter

- Modification of the existing restrictive covenant to allow for a maximum of 130 people, including guests and staff, within the liquor licensing area at any one time

In 2019, discussions were initiated with the ACRD and the Provincial Liquor and Cannabis Regulation Branch (PLCRB) to amend the existing liquor license to reflect the current capacity of the liquor licensing area (Figure 5). In order for the PLCRB to consider an amendment to the liquor license to expand the current number of people from 30 to 130 within the liquor licensing area at one time, the existing restrictive covenant (EX012758) would need to be amended to ensure the capacity of the liquor license area aligns with the increase in the number of people referenced in the liquor license

I trust the above provides the information needed for the ACRD to accept and proceed with a zoning bylaw application for DL 451 and 517.

If you have any additional questions, or need further information, please do not hesitate to contact me at your earliest convenience.

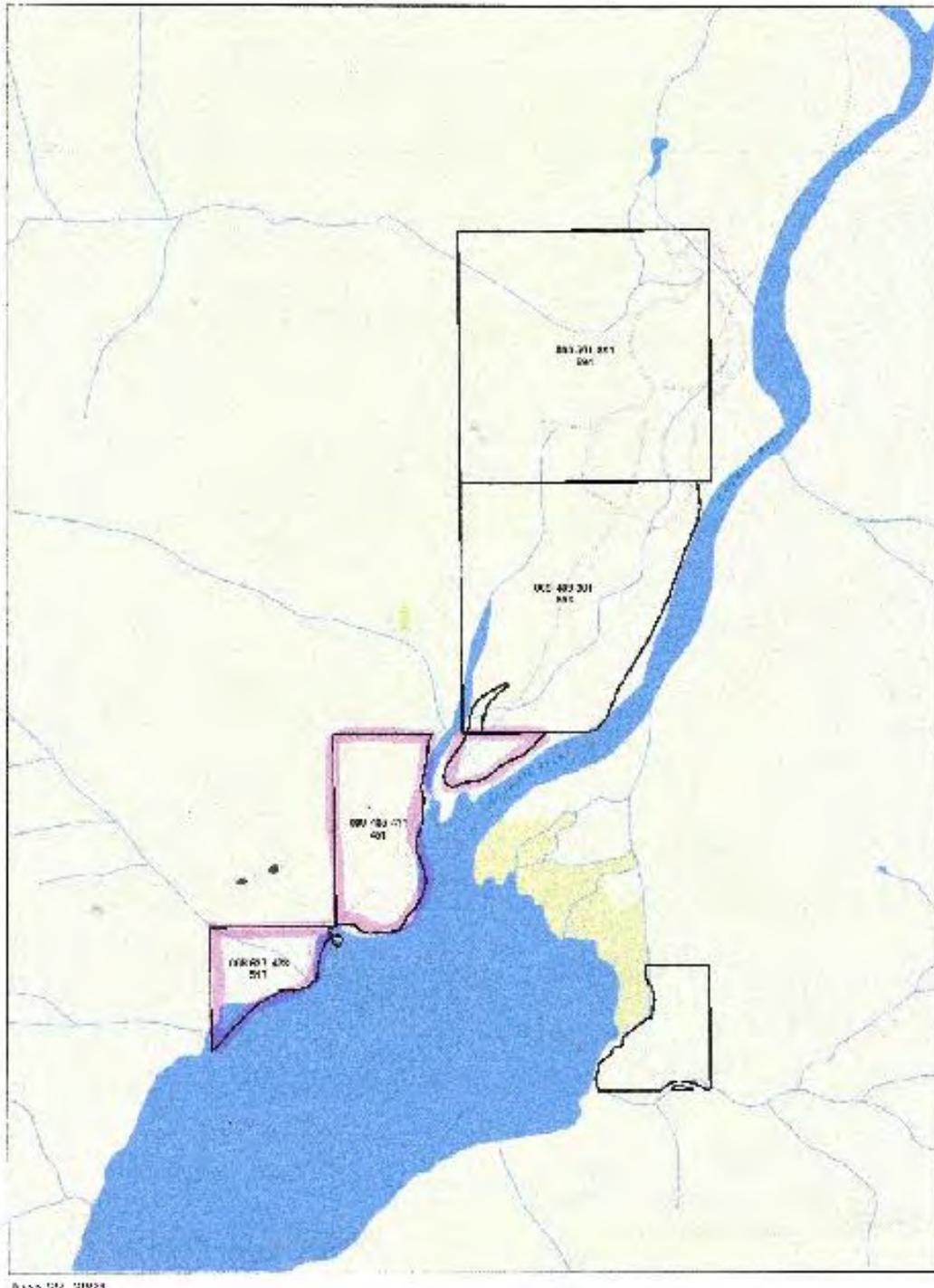
Regards

Don van der Horst

cc: Sarah Cruse, General Manager, CWL

***DON VANDERHORST CONSULTING LTD***

**Figure 1: Location of DL 451 and 517 (and adjacent private holdings)**

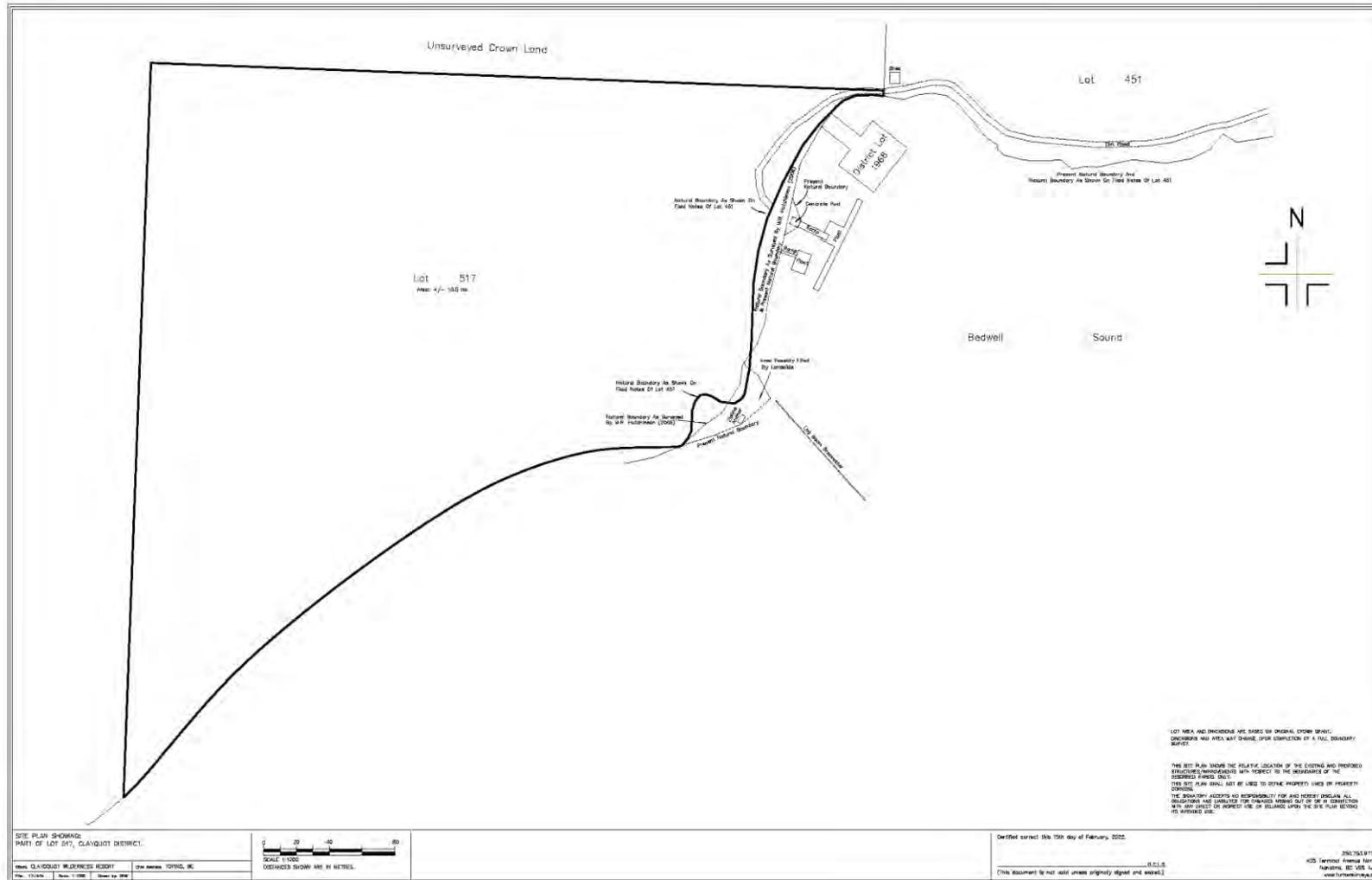


52 Deerwood Place, Port Moody, BC V3H 4X7 Tel: 604-802-1864 Fax: 604-469-5541  
E-mail: don.vanderhorst@telus.net





**Figure 4: Site 3 – DL 517 – Existing Development**



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1416**

**OFFICIAL ZONING TEXT AMENDMENT**

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

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendments to the Official Zoning Text and the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1416.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot text is hereby amended by:

- a. Adding a new Section 168 “Comprehensive Development Clayoquot Wilderness Resort (CD CWR) District” to read as follows:

**168 Comprehensive Development Clayoquot Wilderness Resort (CD CWR) District**

This site-specific Comprehensive Development District provides for the development of a wilderness resort campground located adjacent to the Bedwell River in the Clayoquot Sound area. The Clayoquot Wilderness Resort lands are located in a remote region of the Regional District accessed by water and served by limited public services.

**168.1 Permitted Uses**

- (1) Campgrounds
- (2) Campground amenities

**168.2 Conditions of Use**

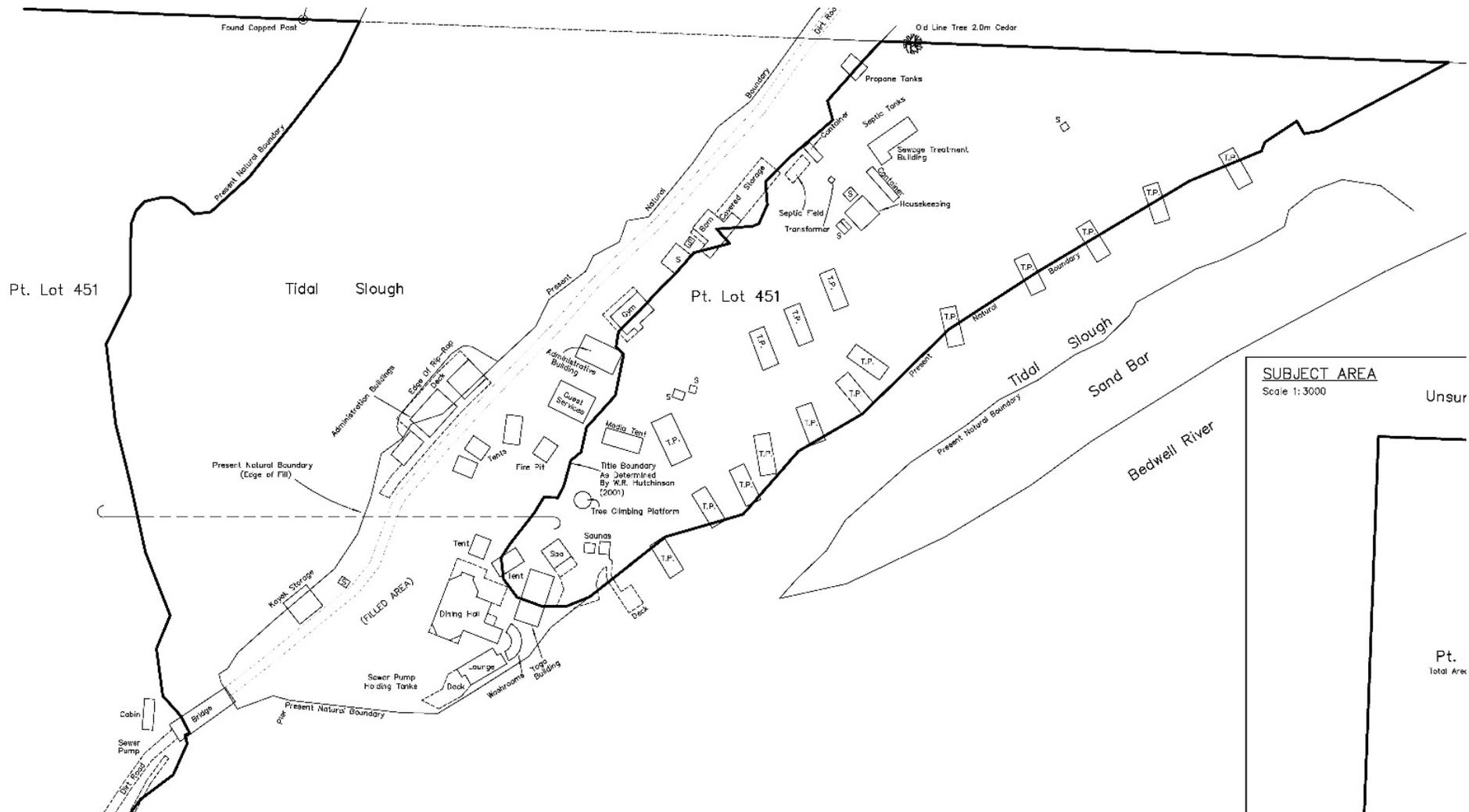
(1) Within the CD CWR District, campgrounds include tent platforms and camping sites for guest accommodation. The maximum density of campground uses shall not exceed 26 tent platforms and camping sites.

(2) Within the CD CWR District, campground amenities include: one (1) communal dining hall or cookhouse building; one (1) lounge building; spa, yoga, sauna and hot tub facilities; recreational equipment storage; kitchen, washroom and laundry facilities; administration and housekeeping

buildings; storage buildings; barns; common areas; boardwalks; marina facilities, moorage floats and access ramps; water and sewage treatment and distribution facilities; structures and facilities required to contain electrical, propane, garbage, recycling and compost facilities; and similar uses.

(3) With the exception of the redevelopment of the cookhouse structure and lounge structure primarily within their existing footprints, the location, siting and density of all campground uses and campground amenities shall not be expanded greater than the existing footprint of campground uses and campground amenities as shown on Figure 1 – East Part of LOT 451, Figure 2 – West Part of LOT 451, and Figure 3 – LOT 517.

Figure 1: East Part of LOT 451



RC20009

Figure 2: West Part of LOT 451

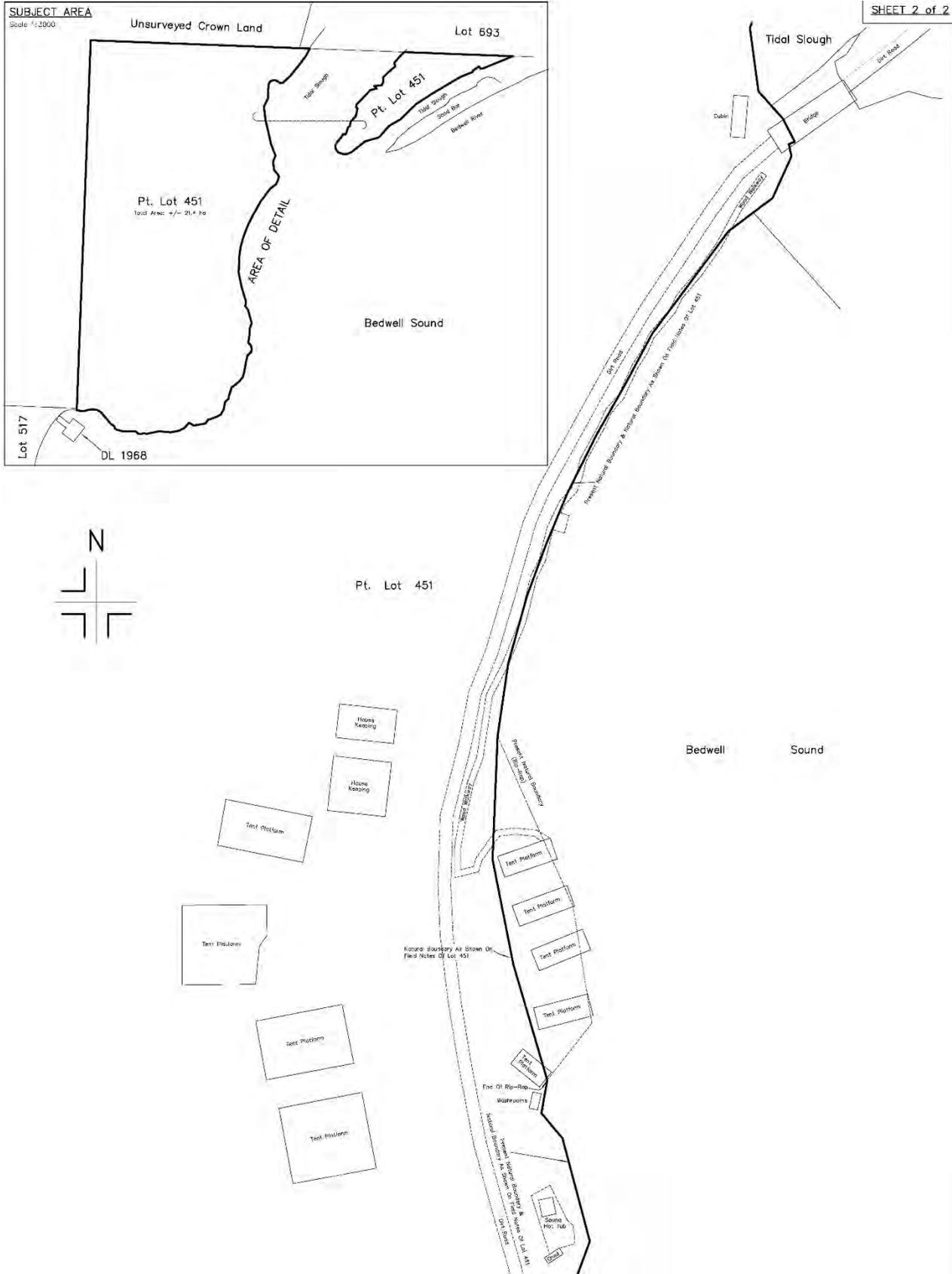
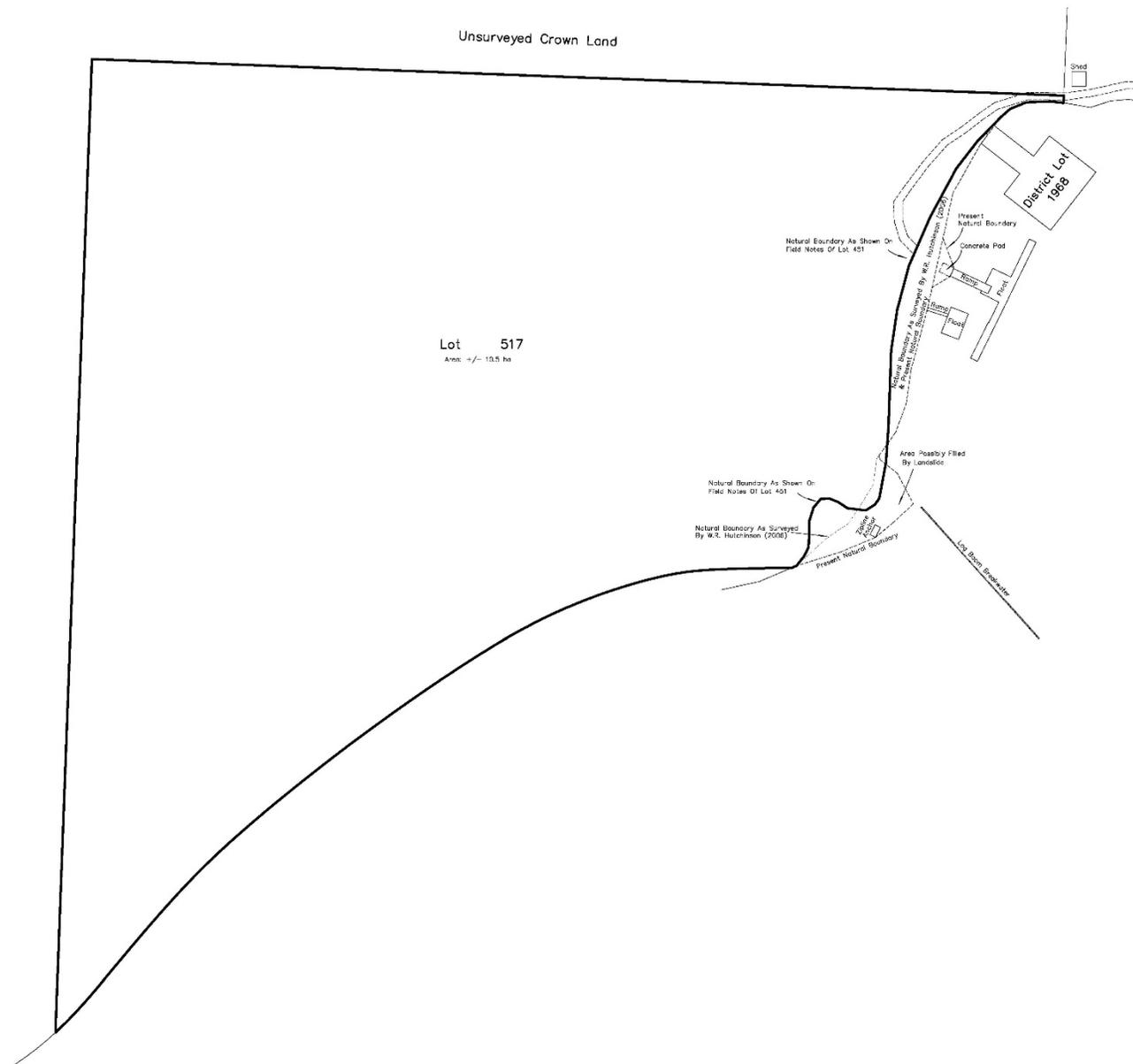


Figure 3: LOT 517



RC20009

b. Including the following line item to Section 200, Schedule II – Bulk and Site Regulations:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
CD CWR	330	2 hectares	15%	25	30	15	30 2 storeys

c. Including “CD CWR” on the line that references “CD” Districts in Section 4.3, Interpretation.

d. Including “168 Comprehensive Development Clayoquot Wilderness Resort (CD CWR) District” in Section 5.1, Designation of Districts, under Comprehensive Development Use.

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

Read a first time this 13<sup>th</sup> day of October, 2021

Public Hearing held this day of , 2022

Read a second time this day of , 2022

Read a third time this day of , 2022

Adopted this day of , 2022

---

Corporate Officer

---

Chair of the Regional Board



## REQUEST FOR DECISION

**To:** ACRD Board of Directors  
**From:** Mike Irg, GM of Planning and Development  
**Meeting Date:** March 9, 2022  
**Subject:** ACRD Input on the Provincial discussion paper, "Watershed Security Strategy and Fund"

---

### Recommendation:

That the Board of Directors direct staff to send the attached letter to the Water Protection and Sustainability Branch of the Ministry of Environment and Climate Change Strategy.

### Summary:

Written submissions in response to the provincial government's discussion paper, "Watershed Security Strategy and Fund" are being accepted until March 18, 2022. The ACRD Council for the Agricultural Use of Water has reviewed the discussion paper and has crafted a letter in consequence to the elements identified within the document. The letter, attached, acknowledges and highlights the relationship between watershed use and agricultural producers, watershed governance and capacity building within the Alberni Valley to deliver watershed initiatives. On March 1<sup>st</sup> the ACRD Agricultural Development Committee formally endorsed the letter. Staff have also reviewed the letter and support its issuance.

### Time Requirements – Staff & Elected Officials:

Minimal time requirements

### Financial:

No financial implications

### Strategic Plan Implications:

Supports section 1.4 (Enhance Agricultural Development) of the ACRD Strategic Plan.

Submitted by: Michael Irg  
Mike Irg MCIP, RPP, GM of Planning and Development

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



February 28<sup>th</sup>, 2022

Water Protection and Sustainability Branch,  
Ministry of Environment and Climate Change Strategy  
PO Box 9362 STN PROV GOVT,  
Victoria B.C.  
V8W 9M2

**Re: Watershed Security Strategy and Fund**

The Alberni Clayoquot Regional District (ACRD) Council for Agricultural Water Supply was convened in fall of 2021 to support agricultural producers' needs for an adequate and secure source of water. It is part of a 2-year project funded in part by the Real Estate Foundation of BC and Climate and Agriculture Initiative BC.

In 2014, access to water was noted as one of the top two concerns of agricultural producers within the Alberni Valley, and in 2017, as part of an Agricultural Use of Water project, producers expressed concerns around water quality within the region. The ACRD's Agricultural Development Committee subsequently submitted a letter to the Province in support of the UBCM Resolution: B115 - Task Force for Watershed Management.

Excerpts from the submitted letter include:

*"Many of our region's largest producers draw their water directly from the Beaufort Range Watershed, and the integrity of their water supply is being compromised by commercial activities taking place on private lands within that watershed. This committee requests that the Province create a task force to consult with local governments to determine their concerns on consumptive watershed management."*

*"The Province must establish an avenue whereby local governments maintain some authority to manage the use and activities within their community's watersheds. Agriculture depends on safe and reliable water sources."*

The objective of the Council for Agricultural Water Supply is to act as a communication platform where stakeholders come to work collaboratively. The platform is designed to act as an efficient and effective information-sharing venue, which will result in the overall improvement of agricultural producers' water supply within the Alberni Valley watershed. The council will serve as a venue to share information about municipal, regional, Provincial, or other stakeholder projects that may impact water supply for agriculture. Engagement and thoughtful dialogue of the collective stakeholders will help support policy development and define strategic priorities for ongoing and emerging projects, partnerships, and research.

Specific goals include the following:

- Working to protect agricultural water intakes and water sources from detrimental upstream activities.
- Working to improve agricultural producers' access to water that is of decent quality and affordable.
- Working towards adequately protecting riparian buffers.
- Increasing awareness of (off-farm) runoff impacts to agricultural land.

- Identifying opportunities and solutions for agricultural producers to ensure long-term access to groundwater.
- Building agricultural producers' capacity to engage in water monitoring and data collection.
- That the council has the opportunity to provide input on local projects that may impact the water supply of agricultural producers as referred by the ACRD.

Primary outcomes of the council include improved trust and relationships between various watershed interests, an increase in relevant knowledge, resources, and influence for council members as well as a legitimate, efficient, and effective platform for watershed planning and management processes.

One of our members who brings a food security and climate adaption lens to the council stated: *"The most important thing you can do for your health and the health of the planet is to eat locally grown food. Climate disruption requires more local food production. On our farm, an adequate water supply is required to increase our food production. Financial support for farms from Provincial and Federal governments, to develop water supplies, will be necessary to alleviate food disruptions."*

The ACRD Council for Agricultural Water Supply would like to acknowledge and highlight the relationship between watershed use and agricultural producers, watershed governance and capacity building within the Alberni Valley to deliver watershed initiatives. The Watershed Security Strategy and Fund has the potential to play an important role for agricultural producers with regard to securing water supply and assisting with climate adaptation measures that agricultural producers are looking to integrate on their farms such as water storage. Future funding initiatives will be important to continue these integral conversations and the development of long-term platforms for regional watershed management. Please keep us apprised as to any opportunities to integrate our concerns around the sustainable use of our watershed.

Respectfully submitted,

Anna Lewis

Chair, ACRD Council for Agricultural Water Supply