



Alberni-Clayoquot Regional District

SALMON BEACH COMMITTEE MEETING

THURSDAY, FEBRUARY 15TH, 2018, 2:30 PM

Regional District Board Room, 3008 5th Avenue, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>ADOPTION OF MINUTES</u>	
a. Salmon Beach Committee Meeting – December 14, 2017	2 - 5
<i>THAT the minutes of the Salmon Beach Committee meeting held on Dec. 14th, 2018 be received.</i>	
4. <u>IN-CAMERA</u>	
<i>Motion to close the meeting to the public as per section</i>	
i. <i>90 (1) (k) negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Regional District if they were held in public.</i>	
5. <u>REPORTS</u>	
a. 2017 Actuals	6 - 11
b. 2018 Budget (verbal)	
c. SB Road Grading Contract with Ministry of Forest, Lands and Natural Resources (verbal)	
d. Staircase removal (verbal)	
e. Admin Building Demolition (verbal)	
f. Gazebo Repairs (verbal)	
g. Yard Waste Removal (verbal)	



Alberni-Clayoquot Regional District

MINUTES OF THE SALMON BEACH COMMITTEE MEETING

HELD ON THURSDAY, DECEMBER 14TH, 2017, 2:30 PM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

MEMBERS Tony Bennett, Director, Area "C" (Long Beach)

PRESENT: Mary Ellen Peet
Kel Roberts
Ken Lunde, Chairperson
Jill Maibach

REGRETS: Terry Graff

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Randy Fraser, Acting Manager of Environmental Services
Janice Hill, Environmental Services Coordinator

1. CALL TO ORDER

Chairperson Lunde called the meeting to order at 2:36 pm.

2. APPROVAL OF AGENDA

MOVED: J. Maibach

SECONDED: K. Roberts

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Salmon Beach Committee Meeting – August 30th, 2017**

MOVED: Director Bennett

SECONDED: E. Peet

THAT the minutes of the Salmon Beach Committee meeting held on August 30th, 2017 be received.

CARRIED

4. REQUEST FOR DECISIONS & BYLAWS

a. **REQUEST FOR DECISION**

MOVED: J. Maibach
SECONDED: K. Roberts

That the Salmon Beach Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate options to include a sewage disposal site within the existing boundaries of Salmon Beach.

CARRIED

b. Administration Building Demolition update

MOVED: J. Maibach
SECONDED: K. Roberts

That the Salmon Beach Committee recommend that the Alberni-Clayoquot Regional District Board of Directors increase the Salmon Beach capital budget in security by \$25,000 for the administration building demolition, and to add \$4,000 to recreation and \$4,000 to sewage.

CARRIED

c. Maintenance Contractor Contract status

Staff are reviewing and revising the existing contract and hope to advertise in January 2018.

d. Local Community Commission

No action to date. Investigation forthcoming in spring of 2018.

e. Zoning Change Status

Bylaw No. 1360 Official Zoning Text Amendment - adopted

f. Road Maintenance meeting status with Ministry or Toquaht FN

No update. Discussion was held on future meeting possibilities with the Ministry. K. Roberts agreed to represent Salmon Beach Committee along with Director Bennett at the meetings.

MOVED: J. Maibach
SECONDED: K. Roberts

THAT the Salmon Beach Committee receive reports a - f.

CARRIED

7. ADJOURN

MOVED: J. Maibach
SECONDED: K. Lunde



**SALMON BEACH SEWAGE INCOME STATEMENT
AS OF DECEMBER 31, 2017**

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Supplies	Salmon Beach	188.86	150.00 -	38.86
Contractor	Maintenance contractor	24,824.72	25,000.00	175.28
Sani system	repair/mtce	4,919.52	3,500.00 -	1,419.52
Pump Truck		3,207.31	4,000.00	792.69
Total Operating		33,140.41	32,650.00 -	490.41
Admin	ACRD	9,000.00	9,000.00	-
Labour & Benefits	WC Admin Assistant	2,271.17	4,000.00	1,728.83
Capital Reserve Fund Contribution		25,500.00	24,000.00 -	1,500.00
Total Sewer budget		69,911.58	69,650.00 -	261.58

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Capital Reserve Fund				
Opening Balance		119,314.07	119,314.07	-
Contribution from Operating		24,000.00	24,000.00	-
Interest Earned		1,500.25	700.00 -	800.25
Less - Capital Expenditures	Professional Evaluation of System	-	10,000.00	10,000.00
Ending Balance		144,814.32	134,014.07 -	10,800.25



**SALMON BEACH GARBAGE INCOME STATEMENT
AS OF DECEMBER 31, 2017**

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Contractor	Maintenance contractor	3,171.24	3,000.00 -	171.24
Disposal	Trucking of garbage to landfill	15,235.20	15,080.00 -	155.20
Bin Maintenance	Rinsing bins	-	-	-
Travel	ACRD staff	-	-	-
Total Operating		18,406.44	18,080.00 -	326.44
Admin	ACRD	2,000.00	2,000.00	-
Labour & Benefits	WC Admin Assistant	2,058.60	3,000.00	941.40
Capital Reserve Fund Contribution		101.20	- -	101.20
Total Garbage Budget		22,566.24	23,080.00	513.76

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Capital Reserve Fund				
Opening Balance		8,775.71	8,775.71	-
Contribution from Operating		-	-	-
Interest Earned		101.20	- -	101.20
Less - Capital Expenditures		-	8,000.00	8,000.00
Ending Balance		8,876.91	775.71 -	8,101.20



**SALMON BEACH TRANSPORTATION INCOME STATEMENT
AS OF DECEMBER 31, 2017**

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Road bldg materials	Gravel sand rock pit run etc	-	10,000.00	10,000.00
Dust Control	Dust Control Application	17,870.08	10,000.00	- 7,870.08
Internal Alder Removal	SB cutting trees on all roadways inside SB boundaries	-	5,000.00	5,000.00
Road Grading	Both internal and access road grading 8- 12 times per year	16,026.00	44,000.00	27,974.00
Contractor	Maintenance contractor	28,936.00	30,000.00	1,064.00
Ditching & Culverts	Improvements	-	18,000.00	18,000.00
Other Operating		1,116.81	5,000.00	3,883.19
Total Operating		63,948.89	122,000.00	58,051.11
Admin	ACRD	7,000.00	7,000.00	-
Labour & Benefits	WC Admin Assistant	6,758.56	10,000.00	3,241.44
Capital Reserve Fund Contribution		30,044.72	29,000.00	- 1,044.72
Total Transportation Budget		107,752.17	168,000.00	60,247.83

		<i>2017 Actual</i>	<i>2017 Budget</i>	<i>Remaining</i>
Capital Reserve Fund				
Opening Balance		77,569.46	77,569.46	-
Contribution from Operating		29,000.00	29,000.00	-
Interest Earned		1,044.72	400.00	- 644.72
Less - Capital Expenditures	Infrastructure Assessment	-	29,000.00	29,000.00
Ending Balance		107,614.18	77,969.46	- 29,644.72