



# Alberni-Clayoquot Regional District

## MINUTES OF THE SALMON BEACH COMMITTEE MEETING HELD ON TUESDAY, OCTOBER 6, 2015

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

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**COMMITTEE** Tony Bennett, Director, Electoral Area "C" (Long Beach)

**PRESENT:** Kel Roberts  
Ken Lunde  
Mary Ellen Peete  
Terry Graff  
Jill Maibach

**STAFF PRESENT:** Russell Dyson, CAO  
Andrew McGifford, Manager of Environmental Services  
Chantel Gemmell, Environmental Administrative Assistant  
Shelli Lyle, Administrative Assistant

### 1. CALL TO ORDER

Kel Roberts called the meeting to order at 3:11 pm.

### 2. APPROVAL OF AGENDA

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. CORRESPONDENCE FOR ACTION/INFORMATION

#### a. **EMAIL FOLLOW UP LABOUR DAY MEETING**

Discussion regarding Price Carson's email on the topics of budget and work plan.

### 4. REQUEST FOR DECISIONS & BYLAWS

#### a. **SALMON BEACH MAINTENANCE SERVICES CONTRACT**

*THAT the Salmon Beach Committee recommends that the Alberni-Clayoquot Regional District Board of Directors enter into a contract with Ryan Smith Services to provide maintenance services to Salmon Beach Recreational Village for a two year term commencing November 1, 2015 and ending October 31, 2017 at a cost of \$63,425.00 per year with amendments to Schedule A Ground Maintenance Item 9 changing dates and Pump and Haul Item 1 as discussed.*

**CARRIED**

b. **SALMON BEACH ADMINISTRATION BUILDING**

*THAT the Salmon Beach Committee recommends staff proceed with the hazard assessment by Lewkowich Engineering Associates Ltd. on the Salmon Beach administration building in order to complete any repair work that is required and if based on the new information will make the decision at that point to direct staff conduct the assessment and report back to the committee.*

**CARRIED**

5. **REPORTS**

a. **PRIVATE PROPERTY WELL REPORTS**

Discussion regarding the 21 wells, 12 has easements, and 1 well wasn't found. The ACRD has no jurisdiction, CAO Russell Dyson explained the report should be provided to the property owners and a letter explaining if they own the well what they are responsible for and if they use the well what their responsibilities are. ACRD will contact MOT, look at the footprint and the administration building well.

*THAT the Salmon Beach Committee receive the report and request staff to send letters to property owners to explain the results and post the report on the ACRD website and enquire about possible access to the administration well.*

**CARRIED**

6. **OTHER BUSINESS**

a. **PIT PRIVY DISCUSSION**

Concern is that property owners who have installed holding tanks are supposed to decommission their pit privy's. The Salmon Beach Committee would like a report on how many pit privy's there are, who they belong to and if they are being maintained as this is an environmental concern as some are overflowing. Ryan and Chantel will conduct a visual fact gathering mission, identify where failures have occurred and report to the Salmon Beach Committee. Glen Gibson from Island Health is aware of the situation and follow up should be Island Health's responsibility.

*THAT the Salmon Beach Committee recommends the Alberni-Clayoquot Regional District Board of Directors send a letter to Glen Gibson, Island Health to follow up on the pit privy's at Salmon Beach.*

**CARRIED**

b. **INFRASTRUCTURE PLAN**

Discussions regarding roads – chip sealing and ditches – culverts, property owners filling in their ditches. The Salmon Beach Committee would like a professional engineered study which looks at the next ten years.

*THAT the Salmon Beach Committee request staff investigate costs of a request for proposal regarding a road adrainage plan.*

**CARRIED**

7. **NEW BUSINESS**

a. **DUST CONTROL**

Coordinate dust control for 2016, organize for earlier if possible.

b. **VOLUNTEERS**

Volunteer projects need to be coordinated thru Chantell. If infrastructure is compromised a person's safety is paramount, objects can be replaced. Salmon Beach Committee will prepare a volunteer plan for the ACRD.

c. **ADMINISTRATION BUILDING CLEANUP**

Chantell will inventory the items in one of the rooms in the admin building, Kel will review prior to disposal.

8. **ADJOURN**

*The meeting adjourned at 4:45 pm.*

**CARRIED**

Certified Correct:

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Tony Bennett,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer