



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, SEPTEMBER 25, 2013, 1:30 pm

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

## AGENDA

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- |  | PAGE #       |
|--|--------------|
| <b>1. <u>CALL TO ORDER</u></b>   |              |
| <b>2. <u>APPROVAL OF AGENDA</u></b><br><i>(motion to approve, including late items requires 2/3 majority vote)</i>                                     |              |
| <b>3. <u>DECLARATIONS</u></b><br><i>(conflict of interest or gifts)</i>  |              |
| <b>4. <u>ADOPTION OF MINUTES</u></b>   |              |
| a. <b>Board of Directors Meeting – September 11, 2013</b>  | <b>6-15</b>  |
| <i>THAT the minutes of the Board of Directors meeting held on September 11, 2013 be adopted.</i>   |              |
| <b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>  |              |
| a. <b>Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for August 2013.</b>             | <b>16-17</b> |
| <i>THAT Inspector Mac Richards, Port Alberni Detachment, RCMP, be invited to address the Regional District Board.</i>                                  |              |
| b. <b>Mr. Ken Sander, Alberni Golf Club &amp; Mr. Chris Bird, President, Long Beach Golf Club regarding Request for Tax Exemption 2014</b>             |              |
| <i>THAT Mr. Sander, Alberni Valley Golf Club &amp; Mr. Chris Bird, Long Beach Golf Club be invited to address the Regional District Board.</i>         |              |
| <b>6. <u>CORRESPONDENCE FOR ACTION</u></b>   |              |
| a. <b>REQUEST FOR TAX EXEMPTION 2014</b>   | <b>18-20</b> |
| Alberni Golf Club Ltd., August 14, 2013 1, 2013 regarding request for Tax Exemption 2013.  |              |
| <i>THAT the Alberni-Clayoquot Regional District board of Directors instruct staff to prepare a 2014 tax exemption Bylaw for the Alberni Golf Club.</i> |              |





- d. **RF13005, LPV LAND DEVELOPMENT, 5950 STRATHCONA STREET** **65-76**  
Rezoning Application – Report and Bylaw P1315

*THAT the Board of Directors receive the staff report and concur with staff recommendations.*

*THAT Bylaw P1315, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.*

*THAT the public hearing for Bylaw P1315 be delegated to the Director for Electoral Area “F”, the Alternate Director, or the Chairperson of the Regional Board.*

## **9.2 ALL DIRECTORS**

- a. **AE13001, KRUEGER, 8031 CAMERON ROAD** **77-86**  
Agricultural Land Reserve Application – Memorandum and Report

*THAT the Board of Directors receive the staff memorandum.*

*THAT the Board of Directors receive the staff report.*

*THAT the Board of Directors pass a resolution to forward the application to the Agricultural Land Commission, noting that Regional District staff is suggesting a variation to the applicant’s original proposal to reconfigure the lot and include a portion of property into the ALR.*

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Staff Action Items Report – September 20, 2013 **87-91**  
b. Financial Statement – August 31, 2013 **92-93**  
c. Building Inspector’s Report – August 2013 **94**  
d. Board of Director’s Meeting Schedule – October 2013 **95**

*THAT the Board of Directors receives Reports a- d.*

### **10.2 COMMITTEE REPORTS**

### **10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – C. Solda  
b. Vancouver Island Regional Library - P. Cote  
c. Central West Coast Forest Society – T. Bennett

- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda
- e. Alberni Valley Chamber of Commerce – C. Solda
- f. Coastal Community Network – T. Bennett/B. Irving/C. Solda
- g. West Island Woodlands Advisory Group – J. Jack/L. Banton
- h. Island Coastal Economic Trust – C. Solda
- i. Air Quality Council, Port Alberni – J. McNabb
- j. West Coast Aquatic Board – T. Bennett
- k. Association of Vancouver Island & Coastal Communities – C. Solda
- l. Beaver Creek Water Advisory Committee – J. McNabb
- m. Other Reports  
- 2013 UBCM Convention

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

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

**Next Board of Directors Meeting: Wednesday, October 9, 2013, 1:30 pm**



#### **4. ADOPTION OF MINUTES**

##### **a. Board of Directors Meeting – August 28, 2013**

*MOVED: Director Irving*

*SECONDED: Director Jack*

*THAT the minutes of the Board of Directors meeting held on August 28, 2013 be adopted.*

**CARRIED**

##### **b. West Coast Committee Meeting – August 21, 2013**

*MOVED: Director Bennett*

*SECONDED: Director Irving*

*THAT the minutes of the West Coast Committee held on August 21, 2013 be adopted.*

**CARRIED**

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

The Chief Administrative Officer introduced Ms. Heather Dunn who has been hired to the Junior Planner/Bylaw Enforcement Officer position with the Alberni-Clayoquot Regional District.

#### **6. CORRESPONDENCE FOR ACTION**

##### **a. REQUEST FOR SUPPORT OF A MOTION TO BE TABLED AT THE UNION OF BRITISH COLUMBIA MUNICIPALITIES ANNUAL CONVENTION IN SEPTEMBER 2013**

Pacific Rim Hospice Society, August 30, 2013, Requesting the Alberni-Clayoquot Regional District Support a Motion from the Cowichan Valley Regional District at the Annual UBCM Convention regarding the Hospital District Act be Amended to Authorize Regional Hospital Districts to Requisition Funds to Support the Capital and Operating Costs of Hospice Societies and Centres located within a Regional Hospital District.

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the ACRD Board of Directors receive this correspondence and support the Cowichan Valley Regional District's motion at the September 2013 UBCM Convention concerning the Hospital District Act be amended to provide enabling legislation authorizing Regional Hospital Districts to requisition funds to support the capital and*

*operating costs of Hospice Societies and Centres located within a Regional Hospital District.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **HONOURABLE CORALEE OAKES, MINISTER, COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**  
Local Government Elections
- b. **HONOURABLE AMRIK VIRK, MINISTER, ADVANCED EDUCATION**  
Copy of Correspondence to Pacific Coast University for Workplace Health Sciences Regarding New Degree Program
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
The Compass  
Reconciliation Week Activities
- d. **UNION OF BRITISH COLUMBIA MUNICIPALITIES AND LOCAL GOVERNMENT MANAGEMENT ASSOCIATION OF BC**  
Information Bulletin
- e. **VANCOUVER ISLAND REGIONAL LIBRARY**  
Partnerships with Vancouver Island Regional Library and the Alberni-Clayoquot Regional District
- f. **PARKSVILLE & DISTRICT CHAMBER OF COMMERCE**  
Congratulations to the City of Parksville for Approval in Principal of Participation in an Inter-Community Business License Scheme.
- g. **MUNICIPAL INSURANCE ASSOCIATION OF BC**  
MIABC Dividend Cheque
- h. **ISLAND CORRIDOR FOUNDATION**  
ICF Internal Operations
- i. **CATALYST PAPER CORPORATION**  
Restoration of Competitiveness of BC Industrial Electricity Rates
- j. **VANCOUVER ISLAND UNIVERSITY FOUNDATION**  
Thank you
- k. **HONOURABLE GAIL SHEA, MINISTER, DEPARTMENT OF FISHERIES AND OCEANS**  
Mitigation Funds
- l. **VANCOUVER ISLAND REGIONAL LIBRARY (late item)**  
Correspondence to the BC Library Trustees Association urging continuation of advocacy efforts with the Provincial Government
- m. **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS (late item)**  
Clean-up of Port Alberni Tire Site

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT the Board of Directors receive a – m correspondence for information.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the Regional District forward a letter to Mr. Wolfgang Zimmerman congratulating and thanking him for his dedication and success in establishing a bachelor of disability management degree program at the Pacific Coast University for Workplace Health Sciences.*

**CARRIED**

*MOVED: Director Jack*

*SECONDED: Director Geall*

*THAT the ACRD Board allow Chief Councillor Jack Cook, Huu-ay-aht First Nation and Mr. Kim Rai, Nuu-cha-nulth Tribal Council to appear as delegation under late business.*

**CARRIED**

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

### **a. Request for Decision regarding Finance Warrant No. 532.**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the Board of Directors approves Finance Warrant Number 532 in the amount of \$1,089,644.29 dated August 31, 2013.*

**CARRIED**

### **b. Request for Decision regarding Beaver Creek Road Watermain – Tender Recommendation.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Beaver Creek Road Water main tender to IWC Excavating Ltd. in the amount of \$64,229.96 including GST.*

**CARRIED**

### **c. Request for Decision regarding Billboards and Noise Scare Device (Propane Cannon) Bylaw Enforcement Update.**

*MOVED: Director Cote*

*SECONDED: Director Irving*

*THAT the Board of Directors receives the staff report and instruct staff to prepare a letter to the Minister of Transportation and Infrastructure, requesting the Ministry implements a permit system for Billboards within 300 meters of a Controlled Access Highway.*

**CARRIED**

The Manager of Planning and Development reported on 9211 Newcastle Road, the Courts have ordered the property owners to clean-up the property within 21 days and awarded the Regional District \$1,000 for incurred costs.

**d. Request for Decision regarding Fire Dispatch Agreement between 911 Corporation & Bamfield Volunteer Fire Department.**

*MOVED: Director Geall*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the Fire Chief of the Bamfield Volunteer Fire Department and the Chairperson of the ACRD Board to enter into an agreement with the North Island 9-1-1 Corporation to provide Computer Aided Dispatch Software System services to the Bamfield Volunteer Fire Department.*

**CARRIED**

**e. Request for Decision regarding Purchasing Policy.**

*MOVED: Director Irving*

*SECONDED: Director Kokura*

*THAT the Board of Directors of the Alberni-Clayoquot Regional District:*

- 1. Rescind the Staff Purchasing Policy dated February 27, 1991*
- 2. Rescind the Purchasing Policy dated October 27, 2004*
- 3. Adopt the new Purchasing Policy dated September 11, 2013 as presented.*

*MOVED: Director Irving*

*SECONDED: Director Geall*

*THAT the main motion be amended by amending the ACRD purchasing policy to give consideration to local bidders within 5% of the lowest bid.*

**DEFEATED**

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

THAT the main motion be amended by amending the ACRD Purchasing policy as follows:

Page 2, reduce authority limit on spending for the Superintendent/Leadhand/Volunteers/Emergency Planning Coordinator from \$5,000 to \$1,000.00.

**DEFEATED**

The main motion was

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the Board of Directors receives reports f, g & h regarding the Provincial Paper and Packaging Financial Incentives.*

**CARRIED**

**f. Request for Decision regarding Provincial Printed Paper and Packaging Financial Incentives – Alberni Valley and Beaver Creek.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors accept the financial incentives offered by Multi Material British Columbia (MMBC) for curbside collection, recycling depot service, resident education and service administration for the Alberni Valley for a five (5) year period commencing May 19th, 2014.*

**CARRIED**

**g. Request for Decision regarding Provincial Printed Paper and Packaging Financial Incentives – Bamfield.**

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors accept the financial incentives offered by Multi Material British Columbia for the recycling depot service for Bamfield for a five (5) year period commencing May 19th, 2014.*

**CARRIED**

**h. Request for Decision regarding Provincial Printed Paper and Packaging Financial Incentives – West Coast.**

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors accept the financial incentives offered by Multi Material British Columbia for curbside collection, resident education and service administration for the West Coast for a five (5) year period commencing May 19th, 2014.*

**CARRIED**

## **9. PLANNING MATTERS**

- a. **DVD12008, TAYLOR/ELIAS/SEETON, 9644 LAKESHORE ROAD**  
Development Variance Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the Board of Directors pass a resolution to issue development variance DVD12008.*

**CARRIED**

### **10.1 STAFF REPORTS**

- a. **CAO Report – September 6, 2013**  
b. **Planning & Development Manager Report – September 5, 2013**  
c. **Financial Manager Report – September 5, 2013**  
d. **Environmental Services Department Report – September 6, 2013**  
e. **Staff Action Items Report – September 6, 2013**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors receives the Staff Reports for a-e.*

**CARRIED**

### **10.2 OTHER REPORTS**

The Chief Administrative Officer reported on the Alberni Valley Regional Airport CBS8 Site Review dated August 28, 2013 handed out as a late item.

Director Bennett and Director Jack reported on the upcoming Reconciliation activities in Vancouver during the UBCM convention.

Director McNabb reported on his attendance at the City of Nanaimo Watershed Tour on Monday, September 9<sup>th</sup>. The tour was very valuable. There was discussion regarding restrictions on recreational use within the Nanaimo watershed and the negative effects on the water system.

*MOVED: Director McNabb*

*SECONDED: Director Jack*

*THAT the other reports be received for information.*

**CARRIED**

*MOVED: Director Geall*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors receive a delegation from Chief Councillor Jeff Cook, Huu-ay-aht First Nation and Mr. Kim Rai, Nuu-chah-nulth Tribal Council.*

**CARRIED**

Wilfred Cootes left the meeting at 3:01 pm

Chief Councillor Jeff Cook, Huu-ay-aht First Nation and Kim Rai, Nuu-chah-nulth Tribal Council (NTC) spoke about the reconciliation activities happening next week during the UBCM Convention in Vancouver. Chief Cook said all events are open to the public and people are more than welcome to attend. The event schedule is available on the following website [www.TRC.ca](http://www.TRC.ca).

### **10.3 COMMITTEE REPORTS**

#### **a. Coastal Community Network – T. Bennett**

Discussion and Request for Board Direction Regarding Dissolution of CCN.

Director Bennett provided an overview of the Agenda for the CCN meeting next week during UBCM. He discussed the future of the CCN. The CCN Board will decide next week on the future of the Network.

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the CCN report and appoint Chairperson Solda to represent the ACRD at the Coastal Community Network meeting on September 18<sup>th</sup> in Vancouver.*

**CARRIED**

### **11. UNFINISHED BUSINESS**

### **12. LATE BUSINESS**

#### **a. Martin Mars Water Bomber**

In response to concern from Directors with regards to the recent decision by the Province not to renew its firefighting contract with the Coulson Group, the following motion is provided for consideration:

*MOVED: Director Bennett*  
*SECONDED: Director McLeman*

*THAT the Board of Directors write to the Premier expressing concern regarding the decision by the Ministry of Forests not to renew its contract with the Coulson Group for use of the Martin Mars Water Bomber for provincial firefighting services and requesting her attention to the issue.*

**CARRIED**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT the meeting be closed to the public to discuss matters relating to:*

- i. negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public;*
- ii. labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:50 pm.

The meeting was re-opened to the public at 4:21 pm.

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**16. ADJOURN**

*MOVED: Director Bennett*  
*SECONDED: Director McNabb*

*THAT this meeting be adjourned at 4:39 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



## PORT ALBERNI RCMP DETACHMENT MONTHLY REPORT



This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during August 2013. I have included an update on policing activities thus far in 2013 and a comparator to previous years.

During the month of August the Detachment responded to 1148 calls for service. Over the summer months of June to August a total of 3571 calls were responded to which represents 45 per cent of all calls received during 2013.

A large number of calls for service have had alcohol involvement as a contributing factor. The Alberni area has shown that the overall calls for service are consistent with what has been experienced in the past few years. When the period of January to July 2013 is compared to 2012 property crime offences have seen a reduction of 17%, violent criminal code offences are up 4% and other Criminal Code offences has seen a 21% increase.

In addition to responding to calls for service the support Units within the Detachment were also busy.

*Community Policing:* The youth officer was for the most part seconded to general duty policing to support the front lines. She also conducted a number of bicycle patrols in the community. The annual volunteer picnic was held with very high attendance, discussions are underway with ICBC to develop road safety events and initiatives, Detachment Auxiliaries received skills training, and the potential of bringing the Block Watch program to the Sproat Lake area is underway. Planning is underway for the 2014 RCMP youth camp. Cst MacLeod meeting with a local senior at the Ty Watson House has received both local and international media attention.

*Police Dog Services:* The Detachment dog team assisted in the search of three suspected drug locations, conducted a successful tracking of an individual and hosted a training session for other Vancouver Island dog units. The dog team also assisted in the policing of salmon festival.

*Aboriginal Policing:* August saw a number of initiatives undertaken by the Aboriginal Policing Section. The Section was very active with the Tlu-Piich Games. This included attending events in Port Alberni and canoe events on both Sproat Lake and the Somass River. An overnight camp was held jointly with USMA at the Pachena campground, a boat patrol was conducted on the Somas River and a bicycle rodeo is being planned for Haahuupayak School.



*General Investigative Section:* The section has continued to work on investigations and preparing for upcoming trials on some high profile incidents. Two search warrants were conducted and both resulted in the seizure of a variety of controlled drugs and substances. Charges in each incident have been recommended and forwarded to the Criminal Justice System.

*Victim Services:* During the month of August the Victim Services Unit received 24 new clients and opened 19 corresponding files.

## Detailed Crime - 2013 Year Review

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	39	36	40	39	40	56	46	50					346
Relationship Violence	6	8	9	9	9	16	4	6					67
Thefts	51	44	70	79	105	99	101	79					628
Break and enter	15	25	18	27	16	31	29	20					181
Mischief	33	37	44	45	65	64	57	65					410
Drugs	14	21	32	15	18	36	34	38					208
Provincial Traffic	88	81	84	110	98	105	132	91					789
Criminal Code Traffic	28	18	26	29	29	35	40	14					219
Motor Vehicle Incidents	26	25	19	26	21	30	54	30					231
Calls for Service	832	774	864	877	1007	1110	1259	1148					7871

## 5 Year Average

	2008	2009	2010	2011	2012	2013	2014	2015	Total
Assault	766	728	628	616	622				3360
Relationship Violence	222	175	158	112	140				807
Thefts	1508	1288	1159	1077	1124				6156
Break and enter	450	325	298	359	251				1683
Mischief	738	679	538	555	582				3092
Drugs	445	323	257	372	329				1726
Provincial Traffic	1212	1199	1211	1150	1042				5814
Criminal Code Traffic	373	359	398	374	354				1858
Motor Vehicle Incidents	518	484	406	364	389				2161
Calls for Service	14340	12848	12077	12429	11790				63484



## *Alberni Golf Club Ltd.*

6449 Cherry Creek Road, Port Alberni, BC V9Y 8T3  
Phone (250) 723-7111 Fax (250) 723-7010  
[www.albernigolf.com](http://www.albernigolf.com) (email) [albernigolf@shaw.ca](mailto:albernigolf@shaw.ca)

August 14<sup>th</sup>, 2013

Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, B.C.  
V9Y 2E3

Dear Board Members,

It is time again for the Alberni Golf Club to request consideration from the Board of the Alberni-Clayoquot Regional District relative to granting a property tax exemption for the golf course under the provisions of the Local Government Act. The Alberni Golf Club has requested this tax exemption since learning of its existence 11 years ago, and we are extremely appreciative that the Board of the Alberni Clayoquot Regional District has recognized the merits in granting it, and has been supportive and granted it in all 11 years. We have been scheduled to make a presentation to the Board at the September 25<sup>th</sup>, 2013 Board Meeting, and appreciate the opportunity to attend and update the Board on our Club's activities, and answer any questions you might have.

The Alberni Golf Club operates as a non-profit limited company, governed by a volunteer board and executive, and is supported by many volunteers. While the golf industry is a very competitive one, and is experiencing difficult times throughout North America, I am proud to say that we are remaining competitive and managing to survive in a difficult environment. For the first year in many, we have had wonderful spring weather, and consequently, our course conditions are the best they have been in recent memory. The weather, coupled with the efforts of conscientious staff and volunteers, has allowed us to improve areas of our course that have needed attention for some time. We have hosted a number of tournaments this year, including our annual Charity Classic and The Canadian Open Blind Golf Championship. We have raised money for local charities and at the same time contributed to our financial success and stability for the current year. As always, however, we are operating on a very conservative and fiscally responsible budget, and every dollar is an important one to us. There are minimal costs in servicing this recreational and social facility that are born by the Regional District. Support from the Regional District is vital to our efforts to provide a quality venue able to host events

which attract contestants and tourists, as well as provide the facility which supports and cultivates one of the best and most active junior programs in the province.

As we have done since the first year in this process, we will include in our budget a provision for the Cherry Creek Fire Department. I have enclosed a letter from the Cherry Creek Waterworks District which supports our request for this exemption.

We request your support again this year. I look forward to seeing you at the Board meeting, and should you have any questions, I would be pleased to address them.

Sincerely,

Ken Sander, President Alberni Golf Club

# **CHERRY CREEK WATERWORKS DISTRICT**

5920-A Cherry Creek Rd. Port Alberni, B.C. V9Y 8R7

Monday - Friday 9:30am - 1:30pm

Phone 250-723-2214

Fax 250-723-0225

May 1, 2013

Alberni Golf Club Ltd.  
6449 Cherry Creek Road  
Port Alberni, B.C. V9Y 8T3

Attention: Ken Sander

Dear Ken:

The Board of Trustees, Cherry Creek Waterworks District, discussed your request for support in applying for exemption from property taxes again this year. Please be advised the Board wishes to lend their support to your request. The District is satisfied with the amount you contribute each year to the Fire Department.

Thank you for your attention to this matter.

Sincerely,



Michelle Price  
Administrator

Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni BC  
V9Y 2E3  
August 1, 2013

Dear Board of Directors of the West Coast Committee;

Long Beach Recreation Co-op (Longbeach Golf Course) once again requesting that the Board of the Alberni-Clayoquot Regional District grant the golf course a property tax exemption under the provisions of the Local Government Act for the 2014 year.

We are making this application for Bylaw approval a joint request along with the Alberni Golf Club, as we did in 2013 and previous years.

The Long Beach Recreation Co-op continues to operate the golf course as a non-profit organization. As part of our mandate, we exist to provide the West Coast community with a valuable recreation resource as well as a supplement to the tourism industry.

As a valuable recreation resource, the golf course provides free lessons and equipment to children throughout the month of May. We provide lessons and equipment to the local high school in support of their golf club. Most notably, we promote and hold a yearly tournament (The Wickannish Inn Pro-Am) which raised over \$25,000 last year in support of the local high school and extra-curricular activities.

As a supplement to the tourism business, local hotels and resorts no longer have reservations about recommending our facility to their guests. Our course is renowned as challenging and unique. We place a great deal of emphasis on great service and a friendly atmosphere. With the addition of our mini-putt course, and with our driving range, we provide the out-of-town guest with added alternatives to the tourism trade.

All of this, of course, provides employment and generates cash flow in and around the community. And we continue to improve and add to the service. In spite of a sluggish economy and a slow start to our season, and the expense of capital improvements, we strive to make the experience for the local or out of town visitor more enjoyable. However we continue to have seen a financial short fall and the economic state in tourism and golf and camping in the region has reflected in a decrease in 15% gross revenue. The tax exemption is a tremendous help to our operation, and would be grateful for it once again.

## **2013 Highlights**

### **Junior golf programs**

As mentioned every Saturday in May offered kids ages from 3-17 an opportunity to play golf. We provided free lesson and equipment for the kids, we had record numbers attend these clinics with 43 one Saturday morning.

#### *High school program*

10 kids were selected from the high school to participate every Tuesday in the golf club. A non competitive environment introducing 10 kids to the game of golf. This year we added a feature called the hat club. Each kid was given a long beach hat. And if the kid arrived at the golf course to hit balls or play golf, providing they were wearing their hat everything was no charge for the entire summer

#### *High School Pro-Am fund raiser*

2013 event will be held Sept 6th, we are completely sold out due to the popularity of this event. We are hopeful that this year is the best breaking our \$25,000 contribution in 2011. Our 9 year total in contributions for this cause has been over \$100,000

#### *Pro Junior-*

Another new initiative for 2010 was we selected 3 kids in the community that showed interest. From there we created a 10 week golf program for them free of charge. This program was intended to give the three young kids a wide range of golf introduction.

#### *Junior Junior*

Friday afternoons would visit the local elementary school and offer free lessons to 10-15 selected kids, these kids have done something well in the school and the teachers recognize them and send them to the golf lesson as a reward type structure.

Rally for the Cure Breast Cancer night raised over \$2300.00 during a ladies night

Stick in the Mud Golf Event- raises over \$6000 for the West Coast Multiplex

Officials Sports Bar Tournament raises over \$1500 for Food Bank

Cops for Cancer West Coast Shoot Out Raised \$3000.00

Wick Inn Pro Am Raises Approx \$20,000 per year

**Contribute to:**

- ALS society
- Cancer society
- Tofino Hospice Society
- BC Lung Association
- Ucleulet Aquarium
  
- MS society of BC
- Nanaimo Epilepsie Society
- Whale Festival
- Ukee Days
- Tofino and Ucluelet fishing Derby
- Approx \$5,000 in green fees away annually to many out of town events, charities, and even to under privileged people.

As you can see we are committed in being the community's golf course. We recognize we have a responsibilities to be ambassadors to young kids, tourist, new and old golfers, all in which help develop a community amenity that we are very proud of.

If you would like to discuss any thing further in person, we would be happy to sit with the board at your next scheduled meeting.

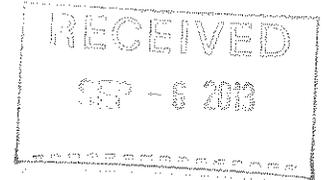
On behalf of the west coast golfers, tourists and, kids we thank you in advance for this consideration.

Sincerely,

Chris Bird  
President Long Beach Recreation CO-OP  
Keith Gibson  
General Manager Long Beach Golf Course



FIRE CHIEFS' ASSOCIATION OF BC  
871 Oakview Street  
Coquitlam, BC V3J 4T6  
Phone: 604-492-3080  
Email: [admin@fcabc.ca](mailto:admin@fcabc.ca)



### Smoke Alarms Save Lives

Dear Chair Cindy Solda and Board,

At the recent 2013 AGM and Conference of the LGLMA and UBCM Executive Meetings, a resolution to amend the Insurance Act to compel brokers to obtain a declaration stating that insures had "A Working Smoke Alarm" was not endorsed.

In order to provide further background and discussion on the importance of this life saving topic the Fire Chiefs' Association of British Columbia is compelled to reiterate and clarify the request. The intention of the motion was to ensure an educational transaction occurs at each renewal or purchase of an insurance policy that a functioning smoke alarm is present.

We know the importance of a working smoke alarm, and academic research conducted over a five year period articulates that the presence of a functioning smoke alarm can reduce death and injury by 74%.

The significance of having a working smoke alarm requires a holistic approach that is supported from all areas within our Province and the community.

In March 2012, following the release of research into the unacceptable status of smoke alarm protection in houses, the BC provincial government launched the **BC Smoke Alarm Movement** with the goal of ensuring a working smoke alarm is present in every BC home.

A report on the success of this movement has recently been published. After one year, the impact of the **BC Smoke Alarm Movement** indicates:

- There has been a **5.1%** decline in the absolute number of residential fires reported to the OFC.
- At the same time a reduction in fire-related deaths as a result of residential fires: declining in absolute terms by **44.4%** and declining as a rate by **41.4%** (one-tailed significance).
- The relative percentage of residential structure fires that resulted in the activation of a smoke alarm did not increase over time, but there was a significant reduction in the percentage of fires where the smoke alarms functionality could not be determined.

While in many communities the insurance brokers support local smoke alarm initiatives, the insurance industry has thus far been hesitant in supporting the **BC Smoke Alarm Movement**. The Fire Chiefs' Association of British Columbia, representing fire chiefs in over 200 communities, believes that the **Smoke Alarm Movement's** success in reducing death, injury and property loss must be sustained in order to continue saving lives and reducing injuries and property damage. While stakeholders from all across British Columbia participate including community volunteers, Canadian Red Cross, United Way, Police, BC Ambulance, Fire services and others who test and install smoke alarms in

residential properties the insurance industry as a whole has yet to come on board and support this life saving program in terms of our specific request. While we can respect their caution of liability, we are not asking them to record a declaration on insurance, but simply stated an opportunity to have an educational transaction with their clients.

To reiterate, the opportunity is expressed as an educational transaction, where on a declaration form the insurance agent would have a checklist that would record and remind the insured that it is an obligation to have a working smoke alarm.

The potential economic benefits from early detection, with the presence of a working smoke alarm, has proven to reduce property value loss in addition to deaths and injury and would ultimately compound, and benefit the insurers.

We request that you reconsider this motion. By simply having a checklist on an insurance form as an educational reminder to have a working smoke alarm lives will continue to be saved in BC.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Pley". The signature is written in a cursive, flowing style.

Fire Chief Timothy Pley, CFO  
President

**From:** Lisa Rasmussen [<mailto:vancouverisland.communityrelations@bchydro.com>]

**Sent:** Monday, September 09, 2013 11:12 AM

**To:** Colin Palmer; Wendy Thomson; Alastair Bryson; Edwin Grieve; Rob Hutchins; Sheila Malcolmson; Al Huddleston; Joe Stanhope; Craig Anderson; Garry Nohr

**Subject:** 2013 Community Champions Program - Submissions Now Being Accepted from Non-Profits

BC Hydro  
Ted Olynyk  
Manager, Vancouver Island - Sunshine Coast  
Community Relations  
Phone: 250-755-7180  
FAX: 250-755-7120  
Email: [ted.olynyk@bchydro.com](mailto:ted.olynyk@bchydro.com)

September 9, 2013

Dear Chair and Directors,

On August 15<sup>th</sup>, BC Hydro launched the 2013 edition of our Community Champions program and since have been advertised in the local papers.

BC Hydro is looking for non-profit organizations to submit video entries that tell us what they are doing to make their community more sustainable. Videos will be accepted until September 30<sup>th</sup>.

Up to 15 finalists will be selected for public voting between October 15 and November 15, and 5 winners will each receive \$10,000 to continue their sustainability-based projects.

If you are aware of any non-profit groups in your community that may be interested in this program, please share this opportunity with them.

For more information on the Community Champions Program, please visit:

[www.bchydro.com/communitychampions](http://www.bchydro.com/communitychampions)

Regards ,

Ted Olynyk



## *City of Pitt Meadows*

OFFICE OF THE MAYOR

September 9, 2013

Honourable Mary Polak, Minister  
Ministry of Environment  
Parliament Buildings  
PO Box 9047, Stn. Prov. Govt.  
Victoria, BC V8W 9E2

Dear Minister Polak:

**Re: Multi-Material B.C. Packaging and Printed Paper Plan**

Pitt Meadows City Council discussed the proposed Multi-Material B.C. (MMBC) Packaging and Printed Paper (PPP) Plan on September 3, 2013. Council adopted a resolution to send a letter to the Minister of Environment expressing the City's concerns and opposition to the current plan as defined by the PPP plan approved by the Minister in April 2013 and the documents subsequently posted by MMBC in May and June 2013. The approved plan and these later documents, particularly the MMBC Master Services Agreement ("MMBC Agreement"), further defined the MMBC approach and its impact to local governments.

The City strongly supports the principles of extended producer responsibility (EPR) and the existing EPR programs under the Recycling Regulation. The City also agrees with the inclusion of packaging and printed paper in the Recycling Regulation; however, the City does not support the take-it-or-leave-it approach MMBC has taken in dealing with municipalities and the limited time frame municipalities have been given to evaluate and accept or reject MMBC's offer. Opposition to the MMBC approach is widespread among local governments.

The City opposes MMBC's current approach for the following reasons:

- The financial incentives don't cover program costs which is inconsistent with the Regulation, which requires the producer to "adequately" pay the costs of collecting and managing residential PPP;
- The terms and conditions of the contractual arrangement proposed by MMBC in their Agreement are unreasonable, ambiguous, and too one-sided to be viable from a commercial perspective;

12007 Harris Road, Pitt Meadows, British Columbia V3Y 2B5

Phone: 604-465-5454 Fax: 604-465-2404

[www.pittmeadows.bc.ca](http://www.pittmeadows.bc.ca)

- Meeting obligations under the MMBC Agreement, as drafted, could also involve conflicts with the purposes, obligations and procedures that the City must observe under the Community Charter, Local Government Act, and the Freedom of Information and Privacy Protection Act;
- The MMBC plan will negatively impact current diversion levels in the City due to exclusion of glass, film plastic and beverage containers from curbside and multi-family collection, or alternatively will result in residents paying significantly more for approximately the same level of recycling services; and
- The MMBC approach doesn't appear to deal with the intended goal of the Regulations to reduce product packaging. The regulating approach being taken by MMBC may in fact reduce the incentives for companies to produce and use less packaging.

The City respectfully requests the Minister intervene and institute a process that is collaborative with local governments and provides for the transition from municipally lead recycling programs to industry lead recycling programs. The Ministry needs to direct MMBC to:

- Extend the September 16, 2013 response deadline; and
- Develop a framework for partnering agreements with local governments as set out in the Community Charter. A partnership approach, similar to other Recycling Regulation programs that will allow local governments to work collaboratively with MMBC to provide recycling improvements which respect the specific municipality's needs and optimizes available municipal, non-profit and private sector infrastructure.

Recognizing the additional time required to develop and negotiate partnering agreements with local governments the City requests the Minister consider extending the PPP start-up date of May 19, 2014, by several months, and requiring MMBC to consult further with local governments on partnering agreements that meet the need of each specific local government.

If you have any questions, please call me any time at 604.465.2416 or email me at [dwalters@pittmeadows.bc.ca](mailto:dwalters@pittmeadows.bc.ca)

Yours truly,



Deb Walters.

Mayor

**cc:** Honorable Coralee Oakes, Minister of Community, Sport and Cultural Development  
 MLA Doug Bing  
 MLA Marc Dalton  
 City Council  
 UBCM Member Municipalities  
 Allen Langdon, Managing Director of Multi-Material BC

**From:** Island Coastal Economic Trust <[info@islandcoastaltrust.ca](mailto:info@islandcoastaltrust.ca)>  
**Date:** 12 September, 2013 4:26:46 PM PDT  
**To:** Wendy Thomson <[wendy.thomson@acrd.bc.ca](mailto:wendy.thomson@acrd.bc.ca)>  
**Subject:** [Press Release] **FIRE LOOKOUT TO BE RESTORED**



**Press Release**

**FIRE LOOKOUT TO BE RESTORED**

September 12, 2013

*ICET grant to rebuild lookout will strengthen tourism sector*

COURTENAY - A piece of history in Woss is being rejuvenated thanks to nearly \$40,000 in matching funds from the Island Coastal Economic Trust.

The Woss Fire Lookout, built in the 1940s, offers spectacular views of mountains and valleys in the Nimpkish region.

The Woss Residents Association, with financial and logistical support from Western Forest Products and Recreation Sites and Trails B.C., will use the ICET funding to rebuild the lookout. Access trails, interpretive signage, and other amenities are also part of the project.

"Northern Vancouver Island is quickly gaining a reputation as a destination for hikers," said WRA chair Dave Rushton. "Restoring this lookout gives people yet another reason to visit Woss, and to experience first-hand the rugged natural beauty of this part of the province."

In the years before computerized lightning detectors, B.C. forest fires were often spotted by workers stationed in lookouts built atop mountains. Of the 350 lookouts, 20 or so are still active and in service.

Island Coastal Economic Trust chair Mayor Phil Kent said that the restored lookout is more than just a viewpoint for hikers.

"There is a niche tourism market of visitors with a passion for fire lookouts and other forestry-related experiences," Kent explained. "Woss has a deep history with forestry, and by helping to fund the restoration of the lookout, we're boosting the region's tourism draw, and that's good for the economy."

The fire lookout project complements other forestry-related tourism initiatives planned for the new Heritage Park.

Western Forest Products, a significant employer in the region, is contributing to the restoration efforts too.

"Forestry is a part of the history and culture of northern Vancouver Island, and this project will help visitors and residents enjoy the natural beauty of our sustainably-managed coastal forest operations," said Randy Boas, Operations Manager at Western Forest Products Englewood Forest Operation.

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

The Island Coastal Economic Trust is a \$50 million endowment established in 2006 by the Government of British Columbia to help diversify the economies of central and northern Vancouver Island and the Sunshine Coast.

ICET is guided by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials and MLAs and five appointees. This exceptional team of leaders collaborates to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved over \$47 million for 96 economic infrastructure projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$260 million in incremental funding into the region.

A full overview of ICET can be found at [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

-30-

For further information:

Mayor Phil Kent, ICET Chair  
City of Duncan  
Tel. 250-709-0186  
[mayor@duncan.ca](mailto:mayor@duncan.ca)

Line Robert, CEO  
Island Coastal Economic Trust  
Tel. 250-871-7797 Extension 227  
[line.robert@islandcoastaltrust.ca](mailto:line.robert@islandcoastaltrust.ca)

Bev Webber  
Woss Residents Association  
Tourism & Trail Coordinator  
Phone: 250-281-2471



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**Visit us Online at [www.IslandCoastalTrust.ca](http://www.IslandCoastalTrust.ca)**

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**From:** Island Coastal Economic Trust [<mailto:info@islandcoastaltrust.ca>]  
**Sent:** Wednesday, September 11, 2013 1:26 PM  
**To:** Wendy Thomson  
**Subject:** [Press Release] ICET Infrastructure Leads to Job Creation



## Press Release

### ICET Infrastructure Leads to Job Creation

September 11, 2013

*Island Coastal Economic Trust Annual Report highlights ongoing success*

COURTENAY - Enabling private sector job creation was the topic of discussion at the Island Coastal Economic Trust Board meeting last month, as the organization released its Annual Report.

"Our programs have been helping businesses, industries, and communities grow," said Board Chair Phil Kent. "We've been very successful at leveraging money to create tangible results."

Kent points to the Fanny Bay Harbour project as just one example of how ICET supports and encourages job creation on the Island.

The 1950s-era wooden wharf at Fanny Bay had become a bottleneck to growth for the local shellfish industry. The Island Coastal Economic Trust partnered with stakeholders including the federal government's Department of Fisheries and Oceans, and Western Economic Diversification, as well as the Fanny Bay Harbour Authority, and others. Together, the \$1.9M project to reconstruct the wharf was completed in late 2011.

"That one project, with \$515,000 in ICET funding, resulted in 40 new full-time jobs in shellfish processing and farming in the region," said Kent. "That's a huge economic impact in a small community."

To date, ICET has helped fund 96 economic infrastructure projects, leading to more than 2,100 new jobs in the region.

"These projects are changing our landscape and attracting new investment and jobs to our communities," said Kent. "People with jobs buy goods, pay income tax, and that's how we keep our businesses vibrant and pay for our roads and

schools.”

The Annual Report is available at  
[http://www.islandcoastaltrust.ca/system/files/ICET\\_AnnualReport2012-web3.pdf](http://www.islandcoastaltrust.ca/system/files/ICET_AnnualReport2012-web3.pdf)

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-30-

For further information:

Mayor Phil Kent, ICET Chair  
City of Duncan  
Tel. 250-709-0186  
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ECONOMIC TRUST

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7 September 2013

RECEIVED  
SEP 11 2013

Dear Sir or Madam:

**Re: British Columbia Youth Parliament, 85th Parliament**

The British Columbia Youth Parliament's 85th Parliament will be held in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2013. The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the December parliamentary session and in community service activities throughout the year. **Youth Parliament is a one year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. Youth Parliament is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community.

Each applicant who is accepted to attend as a member of BCYP must pay a \$270 registration fee. Thanks to a grant from Coast Capital Savings, a substantial portion of the cost of transportation and accommodation is covered for all members. Financial support is available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. We also provide resources for applicants attempting to secure funding from community sources, including schools and service clubs (see [www.bcyp.org/joinus.html](http://www.bcyp.org/joinus.html)).

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Harbour Towers Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and two copies of a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for our organization. A soft copy of the form is available from our website at [www.bcyp.org/joinus.html](http://www.bcyp.org/joinus.html), along with soft copies of the brochure and a promotional poster.

**All applications must be received by October 23, 2013.** Applicants will be notified whether they have been selected in early November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at [www.bcyp.org](http://www.bcyp.org).

Yours truly,

Dora Turje  
Registrar, Youth Parliament of B.C. Alumni Society





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**ORIGINATING OFFICE**

September 19, 2013

Island Division  
Box 1300  
3190 Royston Road  
Cumberland, BC  
V0R 1S0  
Ph: 250-336-8897  
Fax: 250-336-8892

Via Fax:

Cherry Creek District	250-723-0225
Beaver Creek Improvement District	250-723-1511
Fire Dept	250-723-0692
BC Ambulance	250-952-5922
School District #70	250-723-1116
Alberni Regional Dist	250-723-1327
Port Alberni RCMP	250-724-8986
Port Alberni Fire Chief	250-723-5652
City of Alberni	250-723-3402
Ministry of Transportation	250-751-3289
Sproat Lake Fire Dept	250-724-0656
Tofino Bus	250-725-2876

Corporate Office  
Unit 105  
1121 McFarlane Way  
Meritt, B.C.  
V1K 1B9  
Ph: 250 378-4176  
Fax: 250 378-4106  
Email:  
[emcon1@emconservices.ca](mailto:emcon1@emconservices.ca)

Dear Sir or Madam:

Emcon Services Inc would like to invite you to our premises to discuss plans for the upcoming winter season.

We have scheduled the meeting for Wednesday October 16<sup>th</sup>, 2013 at 10:00 am, to be held at 4900 Maebelle Rd, Port Alberni.

Please confirm your attendance by calling 250-248-6212 ext 109, faxing 250-248-5574 or emailing me at [owatson@emconservices.ca](mailto:owatson@emconservices.ca)

Yours truly,  
Oliver Watson, Operations Manager – Mid Island

Kootenay Boundary  
Division Office  
6150 2<sup>ND</sup> St.  
Grand Forks, B.C.  
V0H 1H4  
Ph: 250 442-2025  
Fax: 250 442-2677

Member Associations





## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** September 25, 2013

**Subject:** Berry and Vale Contract Extension – AV Landfill

---

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors grant a one year contract extension to Berry and Vale Contracting to manage the AV Landfill.

**Summary:**

Berry and Vale's contract to manage the AV Landfill expires on September 30, 2013. They may apply for a one year extension as stated in the contract. If accepted, the current contract would expire on September 30, 2014.

**Background:**

Berry and Vale Contracting Ltd have operated the AV Landfill with exemplary service for many years. The Alberni Valley Committee has recommended that the ACRD issue a RFP for the service for a five year term or more. The one year extension will provide the time to complete this process.

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

Minimal time to renew the contract.

**Financial:**

Contract prices will remain equivalent to present costs, subject to acceptable Consumer Price Index changes.

**Policy or Legislation:**

As per current contract extension requests.

Submitted by:   
\_\_\_\_\_  
Andy Daniel, Manager of Environmental Services

Approved by:   
\_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andy Daniel, Manager of Environmental Services

**Meeting Date:** September 25, 2013

**Subject:** Application for Crown Land Tenure

---

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors direct staff to apply for a 30 year Crown Land Tenure for a portion of the Bamfield Inlet near Burlo Island in order to install a water line to provide water service to West Bamfield.

**Desired Outcome:**

To provide water service to west Bamfield from a water main adjacent to Burlo Island.

**Background:**

The ACRD received a request for a new water service for a property on the west side of Bamfield. The property is accessible only by water and the nearest water main is located on the other side of Bamfield Inlet near Burlo Island. In order to service this property a 25mm water line will be installed on the ocean floor from the water main to West Bamfield. The 25mm water line would also be able to provide water service to the adjacent lot in the future.

The Land Tenure we are applying for would be for a Community and Institutional Land Use- Licence of Occupation for nominal rent tenure. This would provide long term tenure at very little cost.

**Financial:**

This land tenure fee is estimated to be \$1.00.

Submitted by: \_\_\_\_\_  
Andy Daniel, Manager of Environmental Services

Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



## MEMORANDUM

**To:** Board of Directors

**From:** Janice Hill, Environmental Services Coordinator

**Date:** September 17, 2013

**Subject:** BC Used Oil Management Program

---

In the Fall of 2012 the BC Used Oil Management Stewardship program provided the ACRD with two tanks for used oil and used anti-freeze recycling. These tanks were installed at the AV Landfill, making this site a return collection facility. The used oil and antifreeze containers and filters are also collected.

Local residents can drop off their personal consumption of used oil materials and used antifreeze materials at no cost. These materials are then picked up by a local BCUOMA registered collector.

Twice a year the ACRD can submit a claim to BCUOMA through an incentive program. We receive \$.10 per litre for used oil and \$.15 per litre of used anti-freeze. To date we have received \$980.00 in incentives. Previously, these materials were being collected at the landfill but we were not receiving any incentives.

The used oil and antifreeze materials recycling program offers British Columbians an environmentally friendly and cost-effective solution to dispose of used oil, used antifreeze, oil filters, as well as plastic oil and antifreeze containers.

Used oil collected through the program is re-refined into new lubricating oil and processed for use in pulp mills, cement plants and in asphalt plants. Oil filters are crushed and taken to a steel mill to manufacture reinforcing steel, while plastic oil and antifreeze containers are recycled into new oil containers, drainage tiles and parking curbs. As of July 1, 2011, used antifreeze can now be recycled into new antifreeze.

---

Janice Hill,  
Environmental Services Coordinator



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** September 25, 2013

**Subject:** **Alberni Valley Emergency Plan Update**

---

**Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors engage the services of Black Shield Preparedness Solutions Inc. to update the Alberni Valley Emergency Plan for a total cost of \$10,000.00 plus taxes.**

**Desired Outcome:**

To hire a contractor to update the Alberni Valley Emergency Plan.

**Background:**

The Alberni Valley Emergency Response plan needs updating to reflect current standards, practices and procedures. The ACRD requires the services of a consultant with experience in emergency planning to update the Plan. The ACRD put out a call for proposals and one proposal was received from Black Shield Preparedness Solutions Inc. from Saanichton, BC.

Black Shield Preparedness Inc. has extensive experience in emergency planning and has developed emergency plans for the City of Penticton, Regional District of Central Kootenay and Regional District of Okanagan-Similkameen.

Staff has reviewed the proposal and recommends retaining the services of Black Shield Preparedness Solutions Inc. to update the Alberni Valley Emergency Plan.

The following is the proposed timeline:

- Commence work in mid September
- Meet with stakeholders October/November
- Final Plan (draft) delivered on or before December 15, 2013
- Orientation Session and Table Top Exercise conducted in January 2014
- Final Plan delivered – January 2014

A full-scale exercise is proposed for March 28, 2014 to commemorate the 50<sup>th</sup> anniversary of the tsunami that severely impacted the City of Port Alberni in 1964. This was not included in the 2013 plan and therefore will be presented for budget considerations in early 2014.

**Request for Decision – AV Emergency Plan Update**

---

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

Staff time will be required to work with the contractor.

**Financial:**

\$10,000 was budgeted in 2013 Alberni Valley Emergency Planning Budget to update the plan.

**Policy or Legislation:**

ACRD Purchasing Policy was followed



Submitted by: \_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services



Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



### Development Variance Application

**To:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**Date:** September 17, 2013

**Application:** DVC13004

**Applicant(s):** Jane Walton

**Legal Description:** LOT 3, BLOCK 64, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

**Location:** 1022 Sixth Avenue, Salmon Beach

**Electoral Area:** Area "C" (Long Beach)

---

**Recommendation:** That the Regional Board:

- 1) Receive the staff report; and
  - 2) Pass a resolution to consider issuing a development variance of:
    - i. Section 143.3(7)(i) of the ACRD Zoning Bylaw No. 15 to vary the required front yard setback in the Marine Recreation (MR) District from 20 feet to 10 feet; and
    - ii. Section 143.3(10) of the ACRD Zoning Bylaw No. 15 to vary the required maximum building height for a cabin in the Marine Recreation (MR) District from 18 feet to 23 feet to allow for the construction of the proposed cabin.
- 

**Procedure:** Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board either issues or considers denying the development variance permit.

**DVC13004**

**Applicant's Intention:** The applicant intends to build a cabin on the property. The variance to the front yard setback will allow for an old growth tree at the rear of the property to remain undisturbed and the building height variance will allow for the finished grade of the property and the elevation of the cabin to be built up to avoid problems with surface and groundwater water drainage.

**Observations:**

- i. **Property Description:** The property is located within the first phase of development at Salmon Beach. The property generally slopes down from the north to the south towards the ocean. The owners of the neighbouring property directly to the north (1026 Sixth Avenue) have built a retaining wall and built up their lot which exaggerates the difference in elevation between the two parcels and creates challenges for surface water drainage.

The property is mostly treed with smaller deciduous and evergreen trees as well as a significant first growth Sitka Spruce on the north east portion of the lot. A gravel driveway access has been built off Sixth Avenue and there is an old storage shed that is currently located on the property but will be removed before the cabin is built. An easement (Beach Road) crosses through the rear 10 feet of the property along the east boundary line that provides legal access to the rear of the property connecting to Short Street.

- ii. **Services:**

- a) **Sewage Disposal:** Community pump-and-haul sewage system.
- b) **Water Supply:** Individual water system.
- c) **Fire Protection:** Not within a fire protection area.
- d) **Access:** The property has two accesses: Sixth Street and a registered easement at the rear of the property known as Beach Road that connects with Short Street.

- iii. **Existing Planning Policies Affecting the Site**

- A. **Agricultural Land Reserve:** Not within the ALR.
- B. **Official Community Plan:** The South Long Beach OCP designates the property as "Salmon Beach Neighbourhood". The use of the property complies with the policies and objectives of the South Long Beach OCP.

A small portion of the property along the southern boundary lies within Development Permit Area III – Coastal Riparian Areas Protection which extends inland a distance of 30 metres from the natural boundary of Barkley Sound. Any development within this DPA would require an

assessment by a Qualified Environmental Professional to ensure that the ecological integrity and the stability of marine foreshore slopes and shoreline are protected and maintained.

**The South Long Beach OCP Development Permit Area mapping indicates that the DPA III boundary extends 11 feet into the southern portion of the property. As the zoning requires a minimum side yard setback of 10 feet along that boundary and the proposed cabin will not be located within the side yard, a development permit will not be required. Should the applicant wish to build any structure or alter the land within the DPA, a development permit would be required at that time.**

- C. **Zoning:** Marine Recreation (MR) District. The zoning permits one (1) cabin not exceeding 560 square feet in floor area and one (1) storage building not exceeding 160 square feet in floor area. The required building setbacks are 20 feet from the front, 20 feet from the rear and 10 feet from the side lot lines. The maximum building height for a cabin is 18 feet from the average natural grade.

**A development variance is required to allow for the construction of a cabin proposed to be located 10 feet from the Sixth Avenue R/W (within the 20 foot front yard setback). A variance is also required to permit a maximum building height of 23 which will allow for fill to build up the grade of the property which the applicant notes will avoid issues with surface water drainage.**

**Comments:** The proposed construction is a permitted use in the MR District however variances are required to permit the proposed siting of the cabin in the front yard and the proposed building height.

The applicant has provided a basis for the requirement of both variances. The variance of the front yard setback from 20 feet to 10 feet will allow for an existing old growth Sitka Spruce located at the rear of the property to be protected. The drip line of the tree extends 74 feet from the rear of the lot and building the cabin closer to Sixth Street will allow the roots of the tree to be protected. The variance of increasing the maximum building height from 18 feet to 23 feet will allow for the property to be built up with fill thereby raising the elevation of the cabin from the natural grade. The adjacent property on the uphill side to the north has been built up over the years resulting in increased runoff onto this property. Building up the lot will allow the builders to better deal with surface water drainage and runoff.

The property directly to the north (1022 Sixth Avenue) of the subject property received a development variance in 2006 to vary the front yard setback to 10 feet and received

another variance in 2011 to increase the maximum building height to 23 feet. These applications were identical to what is being applied for here and were supported for the same reasons of protecting a stand of mature trees and dealing with surface water drainage.

Prepared by:   
Alex Dyer, Planner

Reviewed by:   
Mike Irg, Manager of Planning & Development

  
For: Russell Dyson, Chief Administrative Officer

Hugh and Jane Walton  
1022 Sixth Av., Salmon Beach  
August 9, 2013

We wish to build a cabin on our lot at Salmon Beach and find we require two variances to allow construction to proceed. The requested variances are as follows:

**A. Vary Section 143.3(7) to allow a 10 foot setback instead of the required 20 foot setback from the front property line because:**

1. There is a very large first growth Sitka Spruce (10 diameter 5' up) whose drip line comes 74' into the lot, essentially occupying 2/3's of the lot from the back. This forces us to move our cabin forward of its roots.
2. Additionally, the highest point of land in the lot is closest to Sixth Ave. which makes it the best place to build because of water in the soil and drainage.

**B. To vary Section 200, bulk and Site Regulations of the Regional District of Alberni-Clayoquot Bylaw No. 15 as follows: Vary the maximum permitted cabin height from 18 feet to 23 feet to allow in-filling to raise up cabin because:**

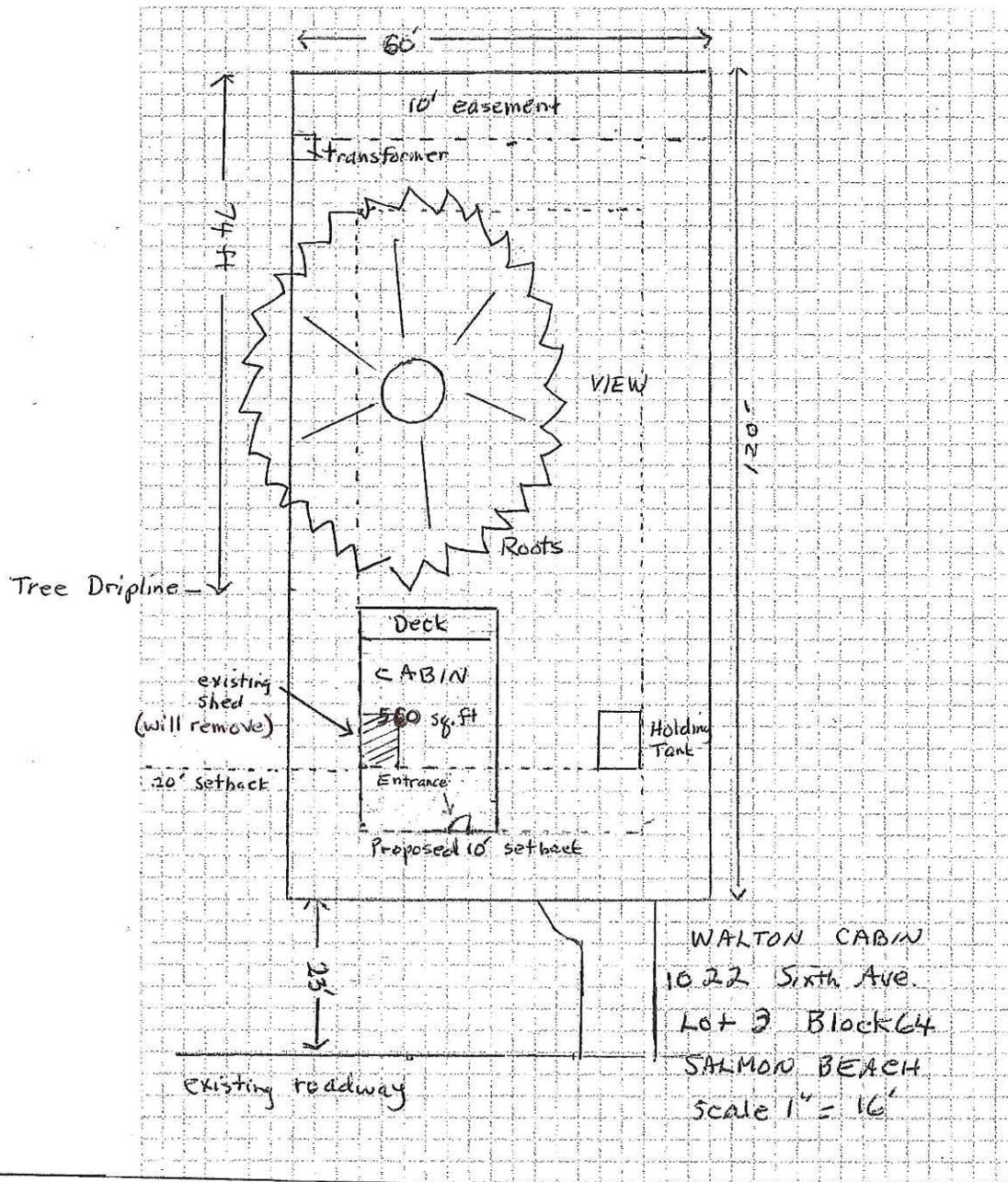
1. There is a great deal of water in the soil and lying on the land when there is precipitation. This is a result of the steep bank on the top (north) side of the property which funnels sheets of water across the property when it rains.
2. The adjacent neighbours uphill (lot 2) have increased this bank by building up their property in two stages. By 2 ½ feet in the late 1990's, and then recently they have raised it again, this further increases the runoff onto our land.
3. We would like a dry crawl space which means the foundation will have to be high enough to allow perimeter drainage to move water away to the lowest part of the lot, which is to the east and is level with the access road, and has no back ditch. Therefore we will be restricted in how far we can sink the foundation.

Thank you very much for your consideration of our request. If you would like further information, please don't hesitate to contact me.

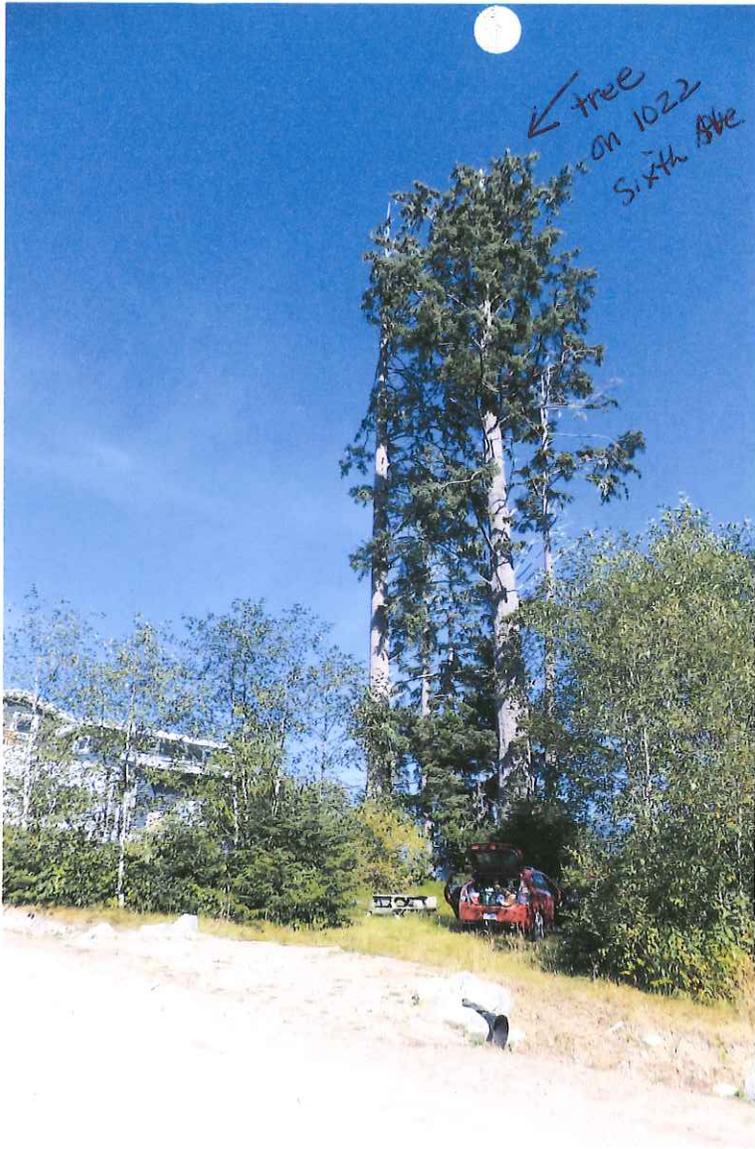
Sincerely,

*Jane Cole Walton*

Jane Walton  
3420 Hillside Rd.  
Chemainus, B.C. V0R 1K2  
250-246-4687  
[waltonjc@shaw.ca](mailto:waltonjc@shaw.ca)

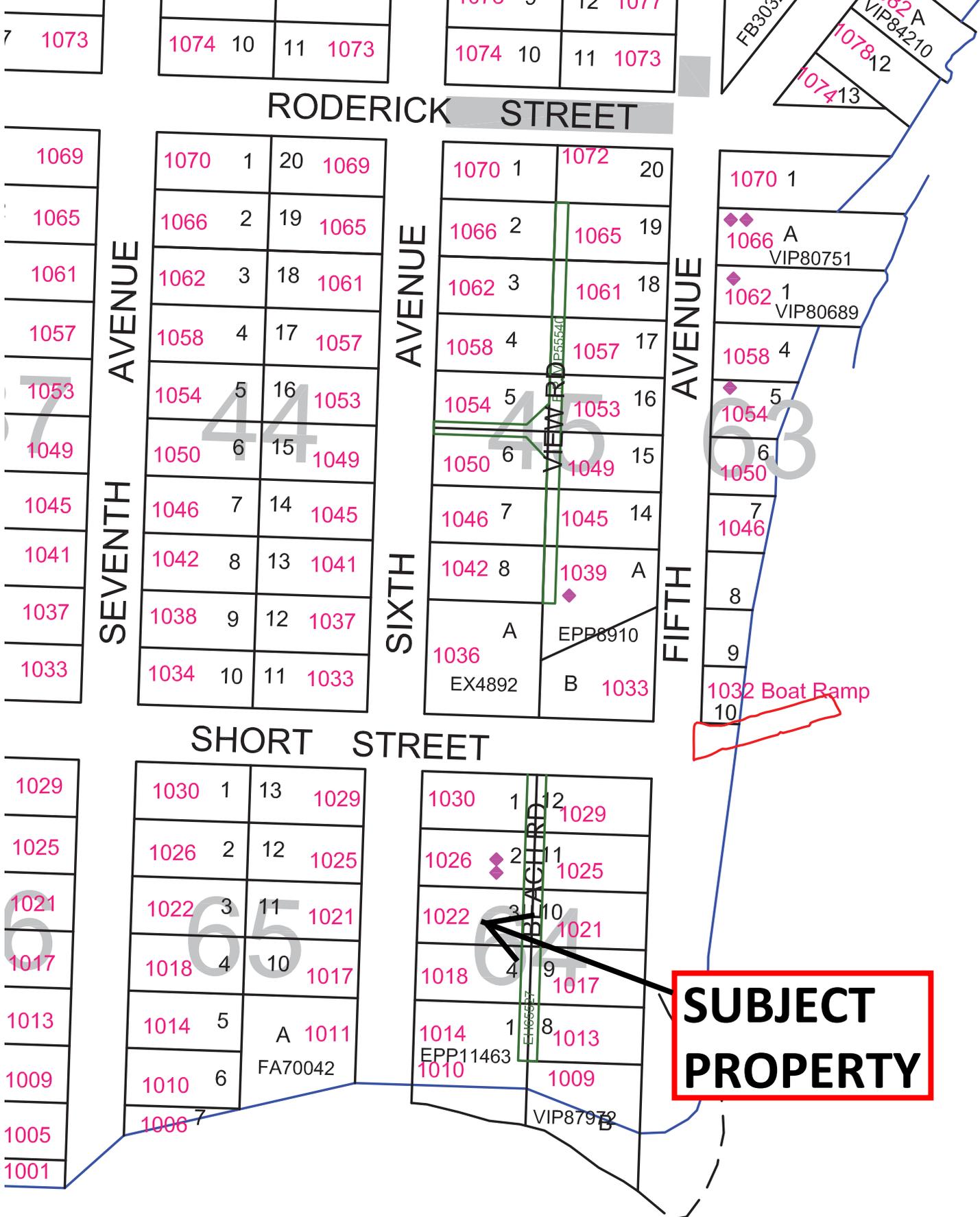






Tree





**SUBJECT  
PROPERTY**



## MEMORANDUM

**To:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**From:** Alex Dyer, Planner

**Date:** June 11, 2013

**Subject:** Subdivision Application SD08022 – Seeton, Taylor & Elias  
Parcel Frontage Waiver for Proposed Subdivision of LOT B, DISTRICT LOT 134,  
ALBERNI DISTRICT, PLAN 30435. (9644 Lakeshore Road)

---

### Background

The applicants are applying to subdivide property located at 9644 Lakeshore Road into two (2) lots. The property is located on Sproat Lake and is adjacent to a Return to Crown strip surrounding Shuhum Creek that dissects the property. The subdivision layout has proposed Lot 1 being accessed directly off Lakeshore Road with a panhandle access south to the lake. Lot 2 will be accessed via registered easement over an existing driveway through the neighbouring property to the west. There will be no dedicated public road access connecting proposed Lot 2 to Lakeshore Road. I have attached a copy of the site plan as Appendix A.

Proposed Lot 1 does not meet the ten percent (10%) road frontage as required by Section 944 of the *Local Government Act*. Section 944(2) of the *Act* allows a local government to exempt a parcel from the 10% road frontage requirement by Board resolution. As proposed, Lot 1 will have 8.2% of its perimeter fronting onto Lakeshore Road.

Proposed Lot 2 will not require a frontage waiver as the *LGA* only requires the road frontage requirement for parcels fronting onto a public road. Lot 2 will be accessed solely by easement.

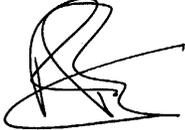
The subdivision layout has been designed to allow access to Sproat Lake for proposed Lot 1 via a long panhandle. This will allow the applicants to continue to have legal access to the lake once the property is divided. The panhandle layout however does maximize the perimeter of the lot and results in the requirement for the frontage waiver as a condition of final approval of the subdivision.

### Recommendation

Staff recommends that the Regional Board waive the 10% road frontage requirement for Lot 1 of the proposed subdivision.

Prepared by:   
Alex Dyer, Planner

Reviewed by:   
Mike Irg, Manager of Planning and Development

Reviewed by:   
Russell Dyson, Chief Administrative Officer

**SUBDIVISION PLAN OF  
LOT B, DISTRICT LOT 134,  
ALBERNI DISTRICT, PLAN 30435.**

BCCS 92F.026



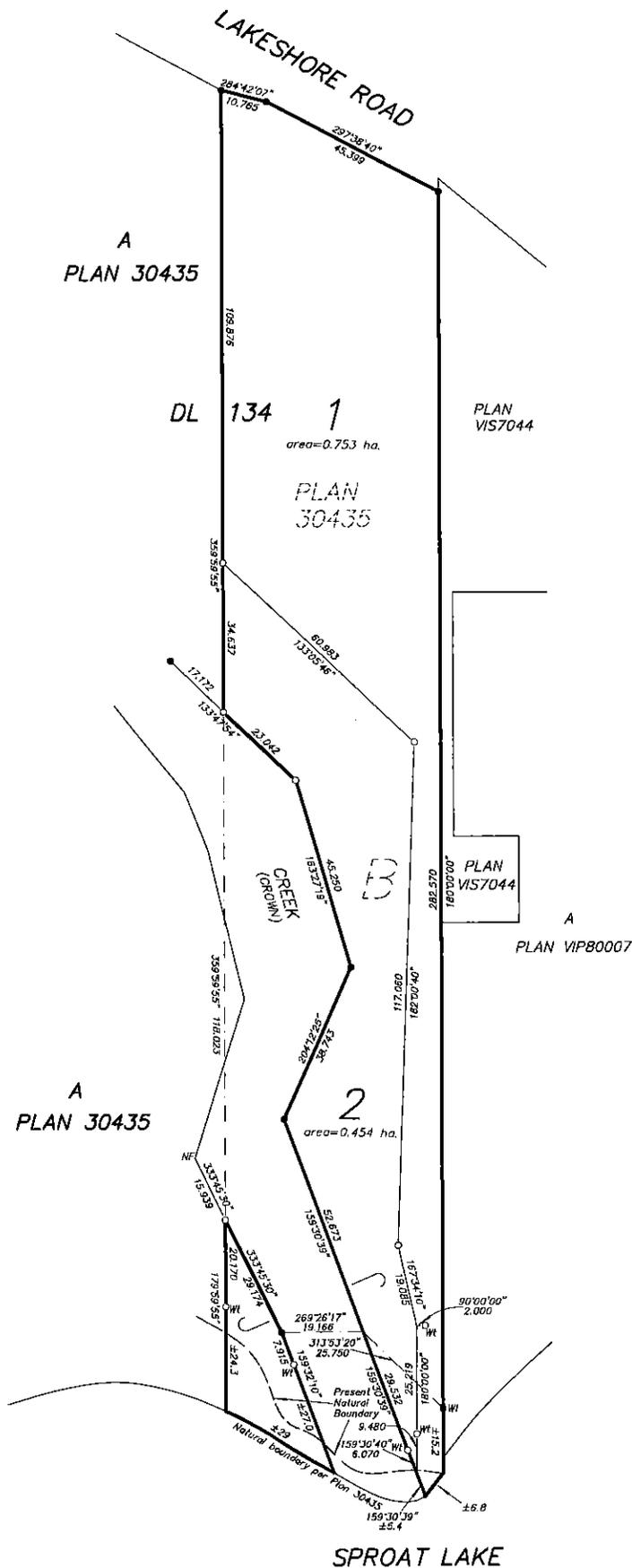
The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1 : 750

**LEGEND:-**

- denotes Standard Iron Post placed.
- denotes Standard Iron Post found.
- Wt denotes witness
- NF denotes standard iron post not found

All distances hereon are in metres and decimals thereof and are horizontal ground-level distances. Bearings are astronomic and derived from Plan 30435.

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 production thereof.



ACCESS TO LOT 2 BY EASEMENT ONLY.

This plan lies within the jurisdiction of the Approving Officer for the Ministry of Transportation and Infrastructure. This plan lies within the jurisdiction of the Regional District.

ADRES & POLLOCK,  
B.C. LAND SURVEYORS,

**APPENDIX A**

The field survey represented by this plan was completed on the 15th day of May, 2013.  
David Michael Fellack, BCLS

148

Cr.

PLAN 1963

9715

9649

9535

**SUBJECT PROPERTY**

DD10101

9664

B

PLAN 30435

9644

**RA 1**

VIS7044

**C6**

9624

VIP829179598

1

9578

Rem. A

LAKESHORE

9752

9720

REDDINE RD.

**H M R**

3

PLAN 6827

PLAN 6827

RP Lot A  
VIP80007

36162

1

42573

WINTERS RD

**RA**

1

2

PLAN 16933

9577

19

**RA 1**

9814

3

3

4

9261

PLAN

9576

9570

36162

9562

9565



### Rezoning Application

**TO:** Russell Dyson, CAO  
and  
Board of Directors, Alberni-Clayoquot Regional District

**DATE:** September 17, 2013

**FROM:** Mike Irg, M.C.I.P.  
Manager of Planning and Development

**Rezoning  
Application:** RE13007

**Owner:** Joel Salmon

**Legal  
Description:** LOT C, DISTRICT LOT 83, ALBERNI DISTRICT, PLAN 35565

**Address and  
Location:** 7360 Plymouth Road

**Electoral Areas:** "E" Beaver Creek

---

**Recommendation:** That the Board proceeds with first reading of Bylaws P1307 and P1308 subject to the following conditions:

- i) Meeting technical referral agency requirements; and
- ii) Pass the following resolution, "That the public hearing for Bylaws P1317 and P1318 be delegated to the Director for Electoral Area 'E', the Alternate Director, or the Chairperson of the Regional Board."

---

**Applicant's Intention:** The applicant is applying to rezone the subject property from Rural (A2) District to Small Holdings (A1) District to allow for a second dwelling for a family member.

### RE13007

**Observations:**

i) **Status of Property:** The subject property is 2.38 hectares (5.89 acres), partially cleared with some small second growth trees. There is a gully on the west property boundary that is crown land.

ii) **Services**

**Sewage Disposal:** On-site sewage disposal.

**Water Supply:** Within the Beaver Creek Water Service area.

**Fire Protection:** The property is within the Beaver Creek Fire Protection area.

iii) **Existing Planning Policies Affecting the Site**

**Agricultural Land Reserve:** Not in ALR.

**Official Community Plan:** The Beaver Creek Official Community Plan Bylaw P1291 designates this property "Rural Use" with a minimum parcel size of two (2) hectares.

The OCP amending bylaw would redesignate the property to "Residential Use" with a minimum parcel size of 0.24 hectares.

**Zoning:** Existing zoning is Rural (A2) District. The applicants have applied to rezone to Small Holdings (A1) District. A1 District has the following regulations:

Minimum lot area:	2 acres
Minimum lot width:	165 feet
Minimum setbacks	
Front:	25 feet
Rear:	30 feet
Side:	5 feet

The uses permitted in A1 are similar to uses permitted in A2. The rezoning would allow for a second home on the property. While the A1 minimum lot area would allow for subdivision, the lot configuration would make subdivision difficult and that is not the applicant's intention at this time.

iv) **Comments:**

The applicant is applying to rezone to allow for a second home for his parents. The current zoning would allow for a mobile home and the new Beaver Creek OCP includes

provisions for smaller secondary dwelling units. However, in this instance to applicant wants to build a second home, rather than a mobile home.

If in the future the owners wished to subdivide they would need to demonstrate that this property is capable of being subdivided and meet the subdivision requirements in a separate subdivision application.

The Beaver Creek Water Service area has recently been assumed by the ACRD. Environmental services staff will be included in the referral process for this development application prior to a public hearing being held.

If supported by the Board, this proposal will require input from referral agencies followed by a public hearing. Staff recommends that this application be furthered.

Submitted by:



---

Mike Irg, M.C.I.P.  
Manager of Planning and Development

Reviewed by:



---

for: Russell Dyson, CAO

**RE13007**

**Describe the proposed development/Reasons and Comments:**

Joel and Ashley Salmon along with their parents Ryan and Cindy Salmon wish to develop the property on 7360 Plymouth Road into a parcel of land that will house two stick frame dwellings, RV carport and a shop. This land will be used for residential purposes with the intent to share this land as a family. Joel and I wish to raise our two boys and also be able to enjoy the land with our family. Joel's parents Ryan and Cindy will be retiring within the next three to five years and hope to spend their retirement years traveling and developing the property with us. We know this family property will support all of us for many years to come.



BOWERMAN EXCAVATING LTD.

PHONE (250) 723-8775

FAX (250) 723-8785

August 16, 2013

7360 Plymouth Road

Attn: Ryan Salmon

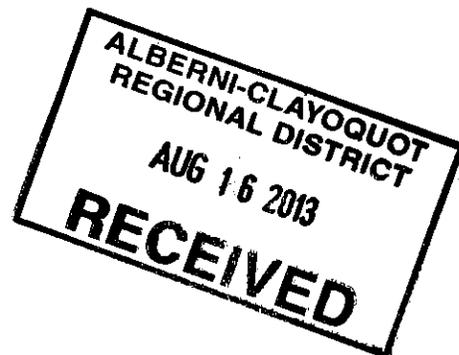
Bowerman Excavating was requested to inspect the lot at 7360 Plymouth Road for capability of onsite sewage disposal for two homes. Upon inspection we found various sites on the property that will support type 1 pressure sewage disposal systems. Once building locations are selected before any excavation and clearing takes place we will need to select and protect septic areas for each house site.

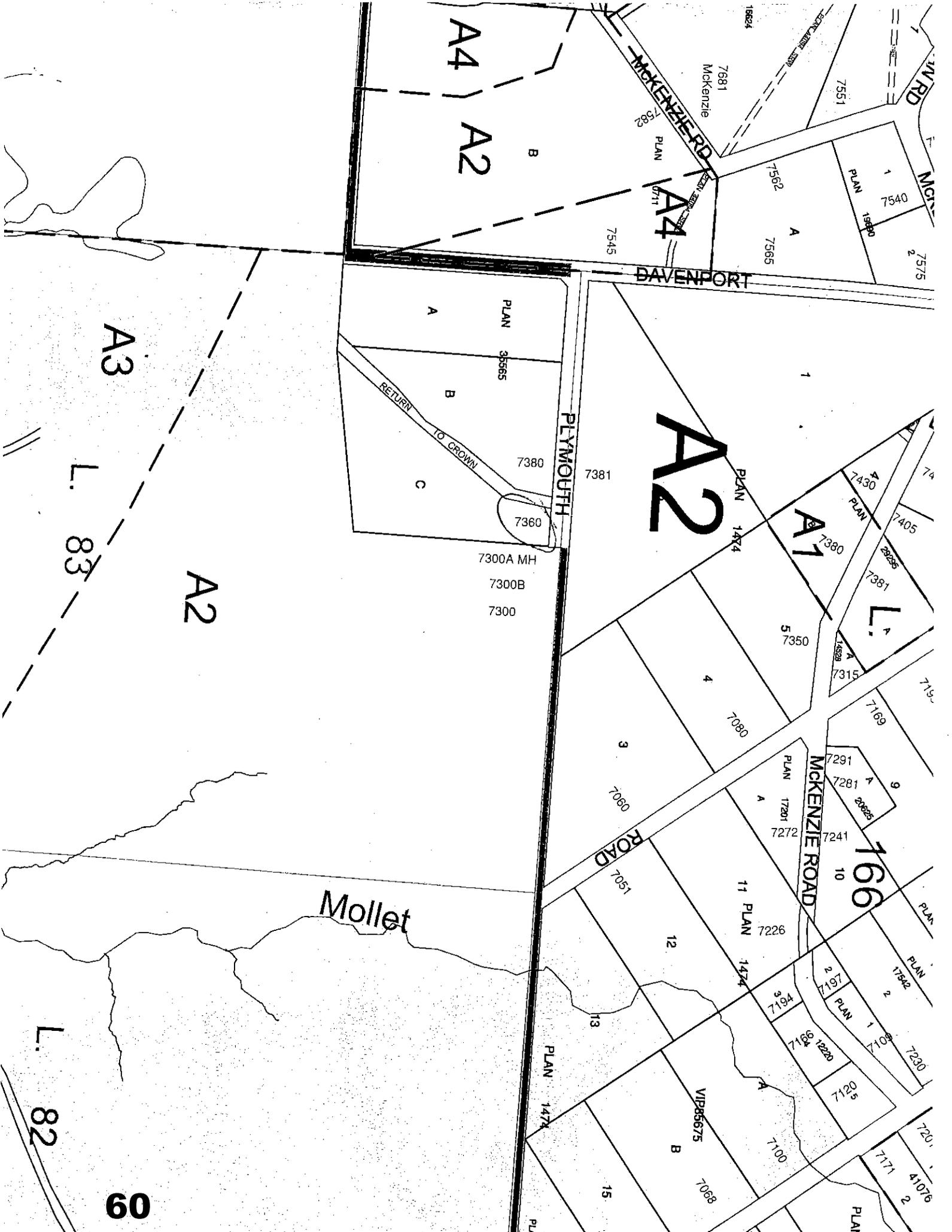
Any questions please call

Regards



Craig Bowerman





A4  
A2

MCKENZIE RD  
PLAN 0711  
A4

DAVENPORT

PLYMOUTH

A2

A1

A3

L. 83

A2

Mollet

166

L. 82

60

7681  
Mckenzie

7551

PLAN 15890  
7540

7565

7575

7545

PLAN 35565

A

B

C

7380

7360

7300A MH

7300B

7300

7381

PLAN 1474

7430

7405

20285

7381

7350

7315

715

7169

5

7080

3

7060

7051

12

13

PLAN 1474

13

15

7291

7281

7241

PLAN 17201

7272

11

PLAN 1474

7226

7194

7164

7120

7120s

7100

7068

PLAN 17842

7182

7220

7201

7171

41076

2

PLAN

VIP 85675

B

RETURN TO GROWN

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1317**

**A BYLAW TO AMEND BYLAW NO. P1291  
BEAVER CREEK OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 884(2) of the *Local Government Act*, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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

1. TITLE  
This bylaw may be cited as the Beaver Creek Official Community Plan Amendment Bylaw No. P1317.
2. Schedule B, the plan map, is hereby amended by redesignating LOT C, DISTRICT LOT 83, ALBERNI DISTRICT, PLAN 35565 from "Rural Use" to "Residential Use" 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 XXX day of XXX, 2013  
Public Hearing held this XXX day of XXX, 2013  
Read a second time this XXX day of XXX, 2013  
Read a third time this XXX day of XXX, 2013

Adopted this XXX day of XXX, 2013

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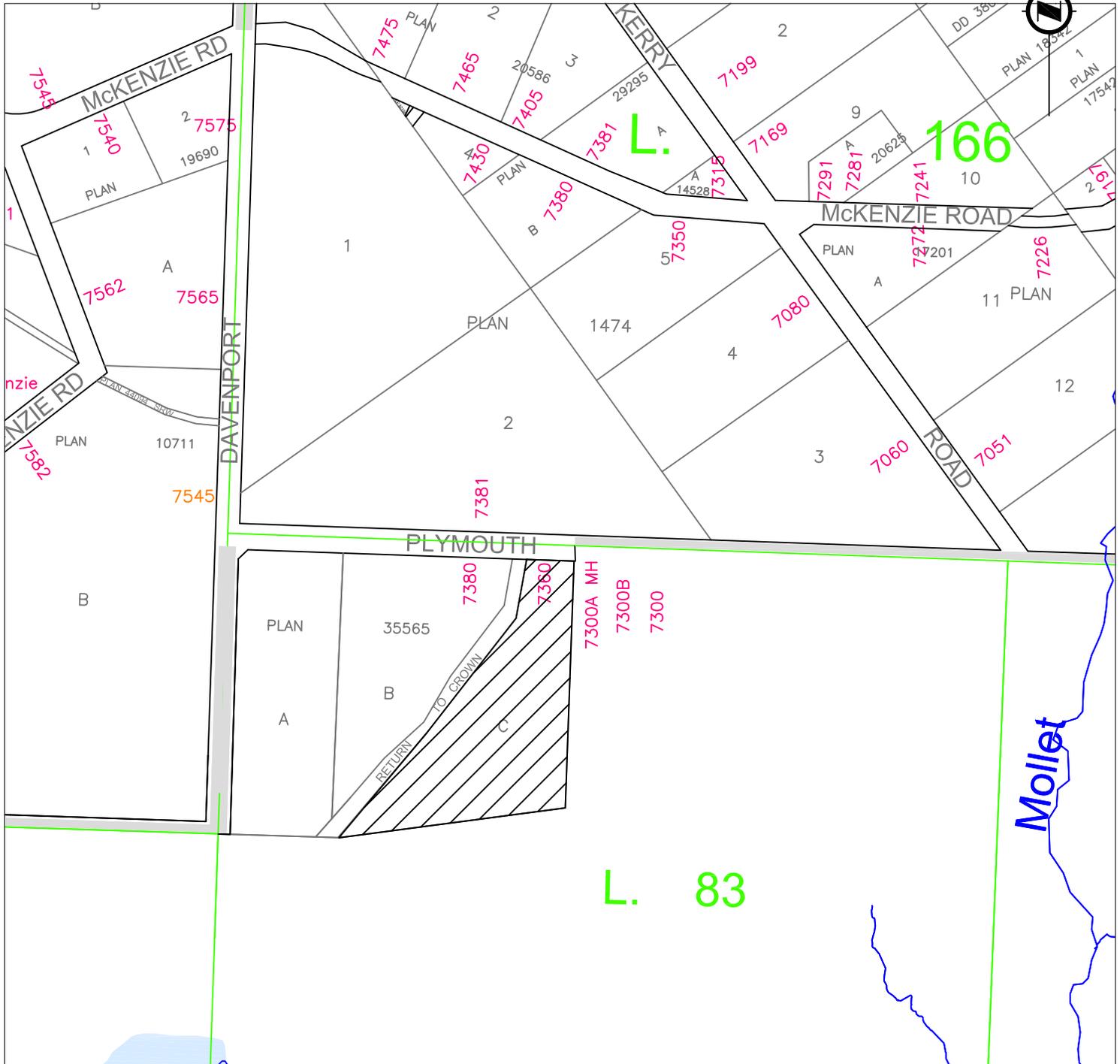
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1317



Legal Description: LOT C, DISTRICT LOT 83, ALBERNI DISTRICT, PLAN 35565.



To be redesignated from "Rural Use" to "Residential Use"



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:5000



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1318**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 673**

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 890 and 894 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. P1318.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT C, DISTRICT LOT 83, ALBERNI DISTRICT, PLAN 35565 from Rural (A2) District to Small Holdings (A1) 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 XXX day of XXX, 2013  
Public Hearing held this XXX day of XXX, 2013  
Read a second time this XXX day of XXX, 2013  
Read a third time this XXX day of XXX, 2013

Adopted this XXX day of XXX, 2013

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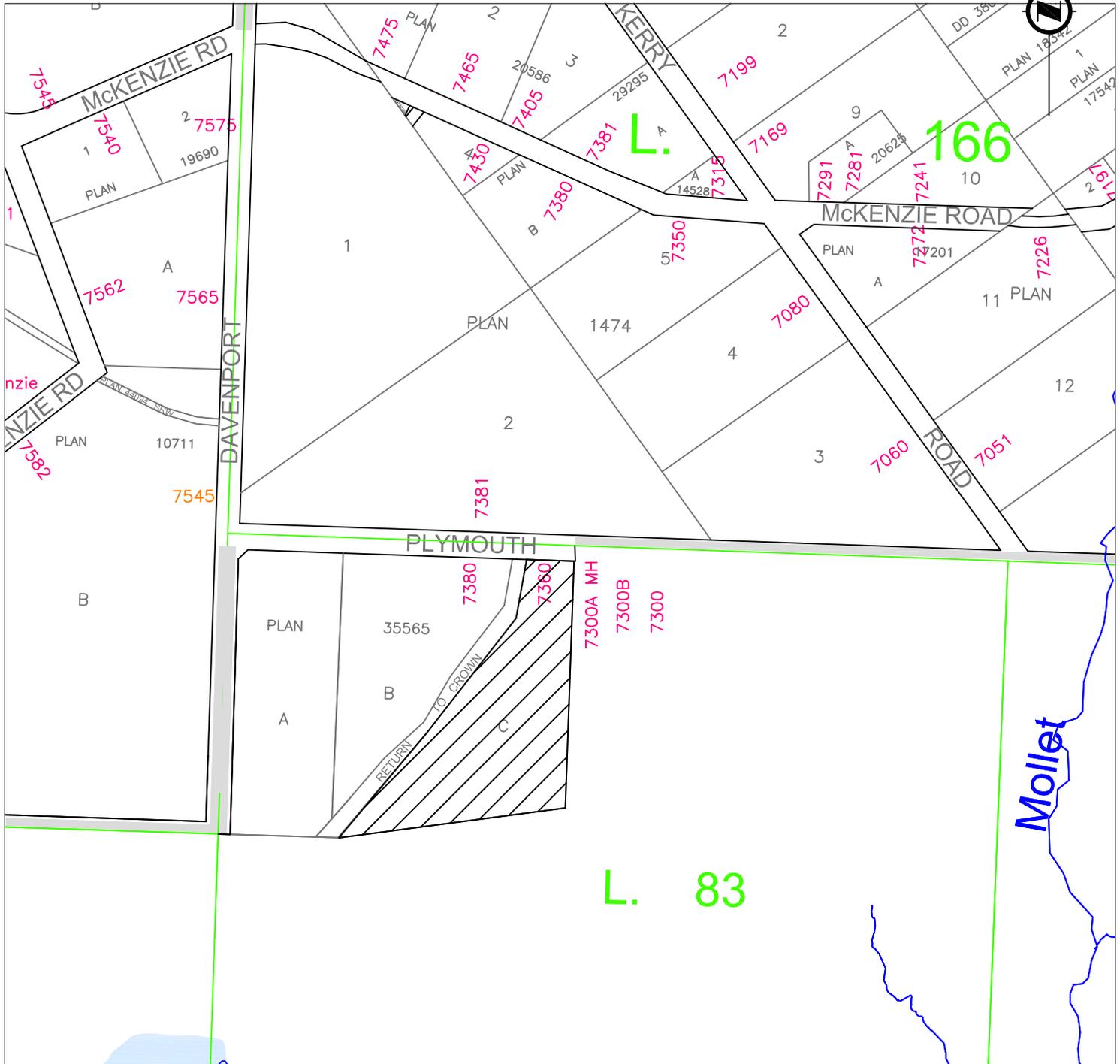
Russell Dyson, CAO

---

Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1318



Legal Description: LOT C, DISTRICT LOT 83, ALBERNI DISTRICT, PLAN 35565.



To be rezoned from Rural (A2) District to Small Holdings (A1) District.



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:5000





## Rezoning Application

**TO:** Russell Dyson, CAO and  
Board of Directors, Alberni-Clayoquot Regional District

**DATE:** August 22, 2013

**FROM:** Charity Hallberg Dodds, Planning Assistant/Junior Planner

**Rezoning Application:** **RE13005**

**Owner(s):** LPV Land Development (Agent – Rob Howat)

**Legal Description:** LOT 2, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 11340

**Address/ Location:** 5950 Strathcona Street

**Electoral Area:** "F" Cherry Creek

---

**Recommendation:** That the Regional Board:

1. Receive the staff report;
2. Proceed with first reading of Bylaw P1315 to rezone the subject property from Small Holdings (A1) District to a combination of Acreage Residential (RA2) District and Acreage Residential (RA3) District, subject to the following:
  - a. confirmation that the property can meet the sewage disposal requirements for subdivision; and
  - b. meeting technical referral agency requirements.
3. Pass the following resolution, "That the public hearing for Bylaw P1315 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District."

---

**Applicant's Intention:**

The applicant is applying to rezone the subject property from Small Holdings (A1) District to a combination of Acreage Residential (RA2) District and Acreage Residential (RA3) District to

### RF13005

facilitate a five (5) lot subdivision.

**Observations:**

i) **Status of Property:** The property is 2.08 hectares (5.14 acres) in size and except for the home site, is completely covered with forest. Other than the house, there are no other buildings on the property.

ii) **Services**

**Sewage Disposal:** On-site Sewage Disposal

**Water Supply:** Cherry Creek Waterworks District

**Fire Protection:** Cherry Creek Fire Protection Area

iii) **Existing Planning Policies Affecting the Site**

**Agricultural Land Reserve:** Not in ALR

**Official Community Plan:** The Cherry Creek Official Community Plan designates this property "Residential Use". This designation permits a minimum parcel size of 0.24 hectares (0.6 acres) for properties with access to a community water system. This property is serviced by the Cherry Creek Waterworks District.

The subject property is not within a development permit area.

**This proposal complies with the Cherry Creek Official Community Plan.**

**Zoning:** Existing zone is Small Holdings (A1) District. The applicants have applied to rezone to a combination of Acreage Residential (RA2) District and Acreage Residential (RA3) District.

RA2 District has the following regulations:

Minimum lot area:	one acre
Minimum lot width:	120 feet
Minimum setbacks	
Front:	40 feet
Rear:	30 feet
Side:	15 feet

RA3 District has the following regulations:

Minimum lot area:	25,834.23 square feet (0.6 acre)
Minimum lot width:	98.425 feet (30 metres)

**RF13005**

Minimum setbacks

Front:	49.21 feet (15 metres)
Rear:	32.8 feet (10 metres)
Side:	16.4 feet (5 metres)

The uses permitted in RA2 and RA3 are much more restrictive than those permitted in A1. Uses in RA2 are limited to:

- One single family dwelling
- Home occupations
- Accessory buildings and uses

As per section 120.2 of the ACRD zoning bylaw, RA3 District includes special setbacks relating to watercourses. These setbacks are not applicable as there are no watercourses on or adjacent the subject property.

**Comments:**

This property is located in a neighbourhood consisting of smaller lots to the south and small acreages to the north and east. Maplehurst Park is adjacent to the west. The boundary to the City of Port Alberni is relatively close to the south.

In 1987, a two-lot subdivision proposal for this property was turned down. The letter cited the proposal as contrary to Section 86(1)(c)(ii) of the *Land Title Act* (highway allowances) and Appendix "B" Requirements of BC Regulations 262/70 (sewage disposal requirements).

Proof of septic capabilities is mandatory for subdivision approval. The property owner has provided a letter from a registered onsite wastewater practitioner who has reviewed the property with consideration to the subdivision proposal. The practitioner confirms the existing field shows no signs of failure and that the proposed one-acre lots have the capability to have systems designed and installed within the sewerage system standard practice manual as type 1 pressurized systems.

As per section 941 of the *Local Government Act*, provision of park land will be a requirement at the subdivision stage. The subject property is directly adjacent Maplehurst Park. As there is no developed public access to the park other than from Willow Road (on the west side of the park in Beaver Creek), consideration of parkland dedication in the form of trail access could be an option for discussion. Section 941(1)(b), provides for the option of cash-in-lieu of park land if park land provision is not feasible.

Proposed Lot A will require a development variance for lot width. The applicant wishes to rezone only that lot to RA3 which has a lot width requirement of 98.425 feet (30 metres). The proposed lot has a width of 91.876 feet.

**RF13005**

A public hearing will be held during the rezoning process to afford the public an opportunity to voice any concerns they may have. In addition, a referral request will be sent to all affected agencies in order to obtain their input.

Submitted by:



---

Charity Hallberg Dodds, Planning Assistant/Junior Planner

Reviewed by:



---

Mike Irg, Manager of Planning and Development

Reviewed by:



---

Russell Dyson, CAO

**RF13005**

# WEST ISLAND CONSULTING INC

3880 Rock City Road  
Nanaimo, B.C. V9T 4Y8

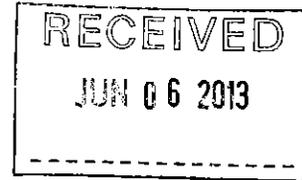
Rob Howat  
Land Use Consultant

Phone/Fax: 250-756-1902  
E-mail: robhowat@shaw.ca

Cell: 250-741-7595

5 June 2013

Alberni Clayoquot Regional District  
3008 Fifth Ave.,  
Port Alberni, B.C. V9Y 2E3



Attn: M. Irg, Manager of Planning & Development

Re: Proposed Rezoning of Lot 2, Plan 11340, District Lot 146, Alberni District

Please find enclosed our application to rezone the above noted property located at 5950 Strathcona Road in the Cherry Creek area. The property is 2.08 ha in size with a single family dwelling located near the north boundary of the property.

The property is currently zoned A-1 with an Official Community Plan designation of low density residential which allows for lots as small as 0.24 ha provided the lots are serviced with community water or community sewer. We are proposing that the lots will be serviced by the existing Cherry Creek Community water system which currently services the existing house. There is an existing functioning septic service for the house, and we have confirmed that sewage disposal for the other 4 lots will be by way of Type 1 pressurized systems as per the attached letter from Craig A. Bowerman, waste water practitioner.

Due to the location of the existing dwelling we are requesting that the property be rezoned to two different zones. Lot A as shown on the attached plan would be facilitated by the RA-3 zone and would be 0.314 ha. Lots B, C, D and E would be facilitated by the RA-2 zone allowing lots to be a minimum of 0.40 ha in size as shown on the attached plan. Lots B, C, D and E all comply with the lot width requirement of the RA-2 zone. However, Lot A will require a variance from the lot width requirement of the RA-3 zone. The proposed width is 28 meters and the required width of the RA-3 zone is 98.4 ft. or 29.9 meters. We anticipate that the variance will be a requirement of the zoning or of the subsequent subdivision application. We will await direction from staff regarding this issue.

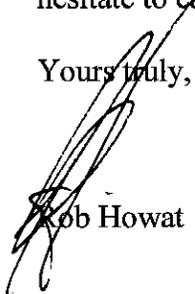
When considering this application we took into account the Official Community Plan designation which recognizes the rural characteristics of the Cherry Creek area. We feel that creation of the lots as proposed will maintain that rural lifestyle, complying the objectives of the O.C.P.

In support of the application I enclose;

- the Regional District's application for development
- Application fee in the amount of \$300.00
- Letter of Authorization from the owner.
- Current Certificate of Title
- 6 paper prints showing the proposed lot layout
- Composite plan

If you should have any questions about the application or should you require further information, please do not hesitate to call.

Yours truly,



Rob Howat

BOWERMAN EXCAVATING LTD.

PHONE (250) 723-8775

FAX (250) 723-8785

May 24, 2013

5950 Strathcona Street, Lot 2, DL 146, Alberni District, Plan 11340

Attn: Rob Howat,

Bowerman Excavating was requested to inspect the proposed 1 acre lots to be subdivided from 5950 Strathcona Street for capability of onsite sewage disposal. Upon investigation, all proposed lots have the capability to have systems designed and installed within the sewerage system standard practice manual as type 1 pressurized system. The existing home has a system that is operating and it shows no sign of failure. This does not warrant the condition or length of life left in the system.

If you have any questions, do not hesitate to call.

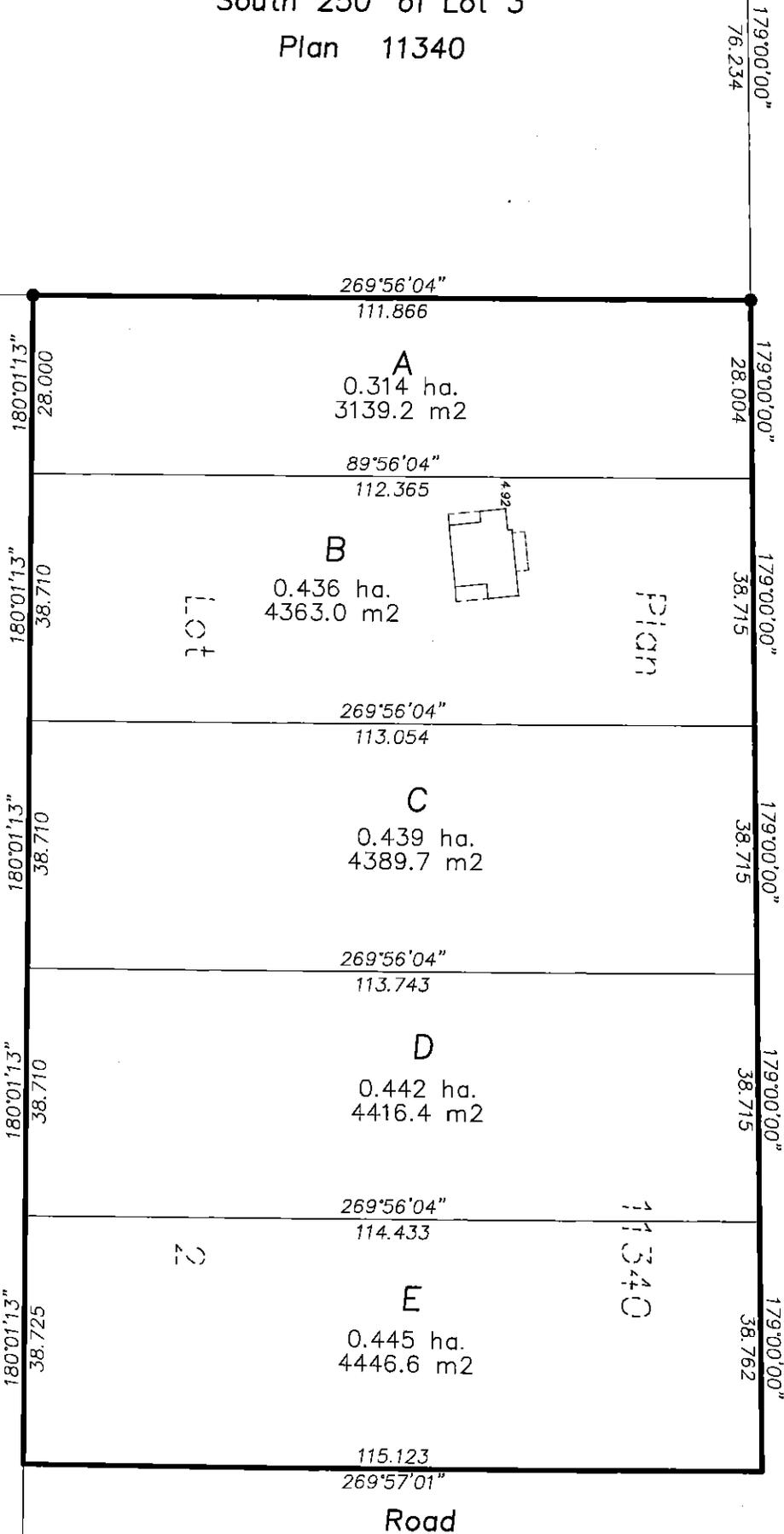
Regards,



Craig Bowerman

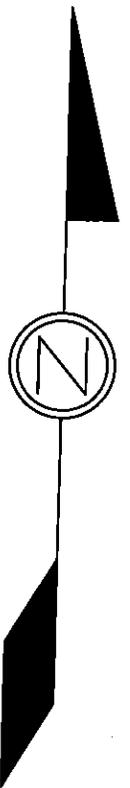


South 250' of Lot 3  
Plan 11340



Strathcona

Street



ACRES & POLLOCK  
B.C. LAND SURVEYORS  
PORT ALBERNI, B.C.  
PHONE 250 723 5+12  
FILE - 16070

35521

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PLAN

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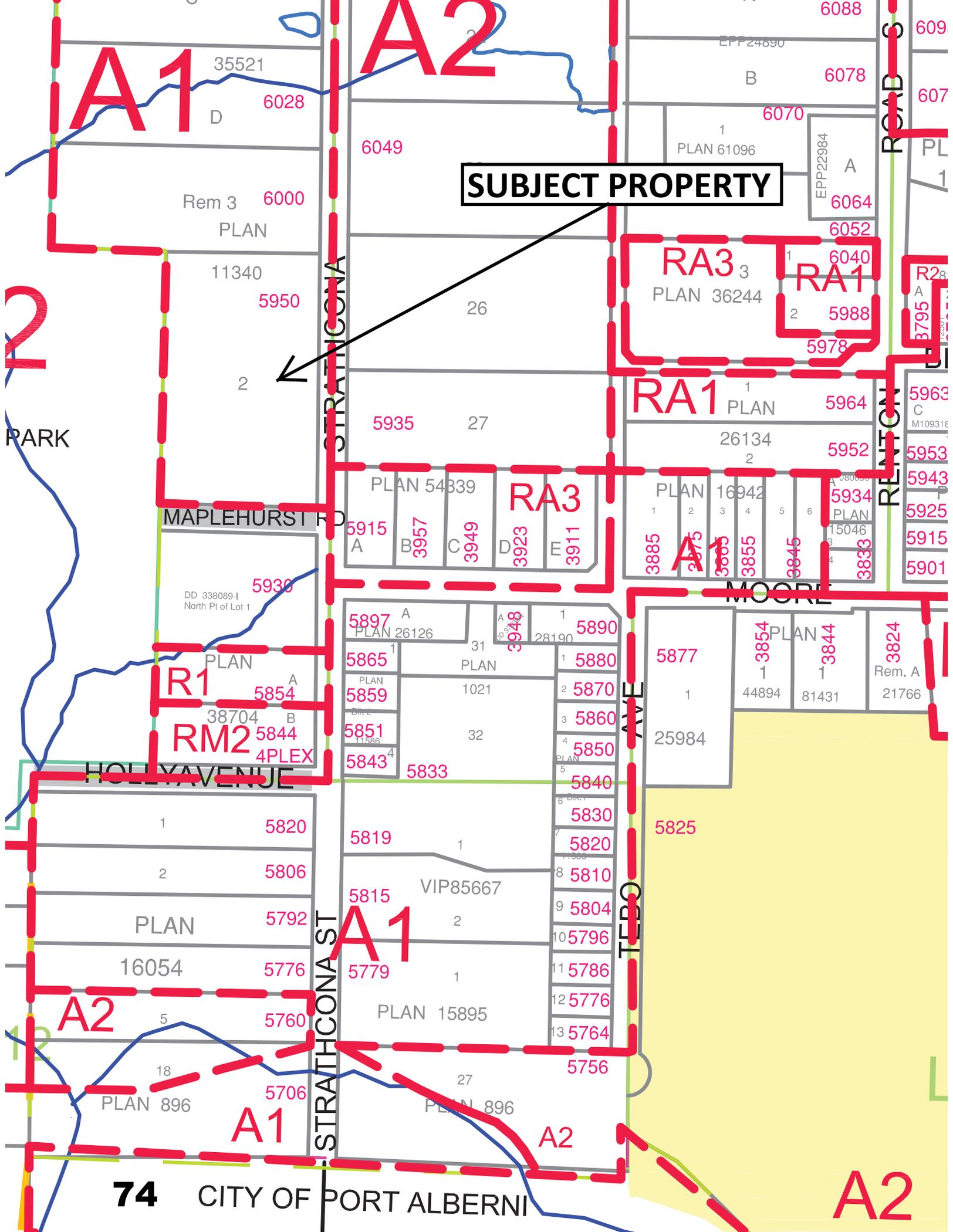
DD 338029-1  
Mortg. Pt. or Lot 1

5897

A

PLAN 26126





**SUBJECT PROPERTY**

**A1**

**A2**

**RA3**

**RA1**

**RA1**

**RA3**

**R1**

**RM2**

**A1**

**A2**

**A1**

**A2**

**A2**

**74** CITY OF PORT ALBERNI

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PLAN

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PLAN 36244

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PLAN

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PLAN 54339

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PLAN 16942

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DD 338089-1  
North Pt of Lot 1

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PLAN

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PLAN 15895

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PLAN 896

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PLAN 896

PLAN 896

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**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1315**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 672**

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 890 and 894 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. P1315.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 2, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 11340 from Small Holdings (A1) District to a combination of Acreage Residential (RA2) District and 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 XXX day of XXX, 2013  
Public hearing held this XXX day of XXX, 2013  
Read a second time this XXX day of XXX, 2013  
Read a third time this XXX day of XXX, 2013

Adopted this XXX day of XXX, 2013

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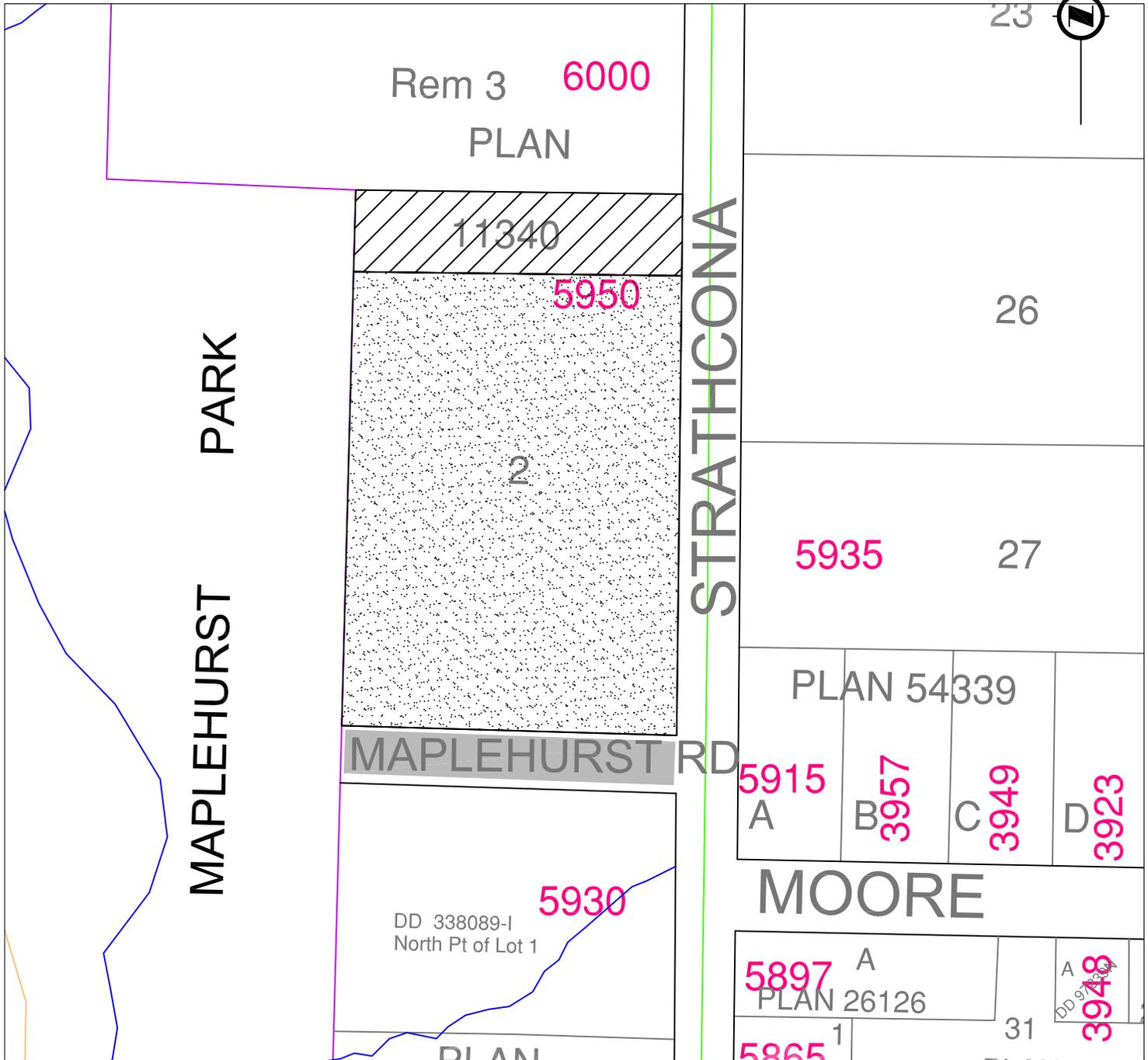
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1315



Legal Description: LOT 2, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 11340



To be rezoned from Small Holdings (A1) District to Acreage Residential (RA3) District.



To be rezoned from Small Holdings (A1) District to Acreage Residential (RA2) District.



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000





## MEMORANDUM

**To:** Russell Dyson, CAO  
and  
Board of Directors, Alberni-Clayoquot Regional District

**From:** Mike Irg, Manager of Planning and Development

**Date:** September 11, 2013

**Subject:** Agricultural Advisory Committee Recommendation for ALR Application AE13001  
( Krueger) 8031 Cameron Road

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### Background

ALR application AE13001 was reviewed by the ACRD Agricultural Advisory Committee on September 10<sup>th</sup>. The recommendation from the Agricultural Advisory is to "Not send the application forward (as presented originally by applicant)".

The past practice of the Board has been to forward all ALR applications to the Land Commission. Staff has discussed the Agricultural Advisory Committee's recommendation with the property owner and the owner still wishes to proceed with this application. Staff recommends that the Board forward this application to the Land Commission.

If the Board forwards this application to the Land Commission the Agricultural Advisory Committee's recommendation will be included in the package that is sent to the Land Commission.

**Note:** If the Regional Board is contemplating denying an application the appropriate motion would be:

"The Regional Board is at this time, disposed to deny this application. Prior to doing so the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied."

### Recommendation

That the Board receive the staff memorandum.

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Mike Irg, M.C.I.P., Manager of Planning and Development

**AE13001**



**Application to Subdivide within the ALR**

**To:** Russell Dyson, CAO and Regional Board of Directors

**Date:** August 9, 2013

**File No.:** AE13001

**Owners:** Horst Krueger, Katharena Krueger and Heidrun Cumming

**Legal Description:** THAT PART OF DISTRICT LOT 115, ALBERNI DISTRICT, LYING TO THE NORTH OF A BOUNDARY PARALLEL TO AND PERPENDICULARLY DISTANT 20 CHAINS FROM THE NORTHERLY BOUNDARY OF SAID LOT, EXCEPT PLANS 16591, 17003 AND 40680

**Location:** 8031 Cameron Road

**Electoral Area:** Area "E" (Beaver Creek)

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**Recommendation:**

That the Regional Board:

- Receive the staff report; and
- Pass a resolution to forward the application to the Agricultural Land Commission, noting that Regional District staff is suggesting a variation to the applicant's original proposal to reconfigure the lot and include a portion of property into the ALR.

---

**Applicant's Intention:** To subdivide within the ALR creating a 5.0 acre lot on the southern portion of the subject property.

**Observations:**

- 1. Property Description:** The property is predominantly undeveloped forest land with roughly 2 to 3 acres cleared. There is a home and a few small outbuildings located on the property.

Provincial soil mapping, which indicates the "land capability for agriculture", shows that the subject property is covered by two map units. One unit indicates that the unimproved soil conditions for this property are 60% class 4, and 40% class 5. The other unit indicates the unimproved soil conditions are 60% class 4 and 40% class 3. Soil class explanations are as follows:

**AE13001**

Class 3 – Land in this class has limitation that require moderately intensive management practices or moderately restrict the range of crops, or both.

Class 4 – Land in this class has limitations that require special management practices or severely restrict the range of crops, or both.

Class 5 – Land in this class has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops.

Further soil descriptions include 80% stoniness and soil moisture deficiency and 20% excess water attributed to poor drainage, high water tables, seepage, and/or runoff from surrounding areas in one unit. The second unit describes 60% stoniness and soil moisture deficiency and 40% undesirable soil structure and/or low perviousness along with excess water.

## 2. Services:

(a) **Sewage Disposal:** On-site septic disposal

(b) **Water Supply:** Beaver Creek Water System

(c) **Fire Protection:** Beaver Creek Fire Protection

(d) **Access:** Access for both lots would be Cameron Road

## 3. Existing Planning Documents Affecting the Site:

A. **Agricultural Land Reserve:** Partially within the ALR

B. **Official Community Plan:** The Beaver Creek Official Community Plan designates the subject property as “Agricultural Use”. The minimum parcel size for this designation is 2.0 hectares (4.94 acres).

This proposal does not contravene the objectives of the Agricultural Use designation as per Section 4.1 of the Beaver Creek Official Community Plan. Relevant policies listed under Section 4.2 include:

Policy 4.2.2 – Maintain a minimum lot size of 2 hectares subject to approval by the ALC, in areas designated for agricultural uses.

The proposal complies with this policy.

Policy 4.2.3 – Support applications to include agricultural properties in the ALR.

## AE13001

Approximately half of the subject property is within the ALR. Through the subdivision process, it is suggested by staff that a portion of the non-ALR land, equal to the area of ALR land being subdivided (or more), be included into the ALR. In doing this, the applicant would be providing additional property for the ALR as well as creating a new lot on which someone could pursue agricultural activities. This would then satisfy Policy 4.2.3.

A portion of the property is within development permit area DPA-I due to the creek system running through the north to west corner. A development permit will be required prior to approval of the subdivision.

C. **Zoning:** Rural (A2) District

District requires: Minimum Lot Area: 5 acres Minimum Lot Width: 330 feet Minimum Setbacks: Front: 50 feet Rear: 30 feet Side: 15 feet
---

The proposal, as suggested by ACRD staff, complies with the ACRD Zoning Bylaw.

**History:**

Past applications for subdivision within the ALR for this property have resulted in the creation of one (1) lot which is 4+ acres in size (8081 Cameron Road). This subdivision was approved in 1984 and the lot was excluded from the ALR. In the conditional approval letter from the ALC dated May 28, 1979, approval of this lot (within the ALR) and 3 lots mostly outside of the ALR, with an adjustment to the ALR boundary, was given but also stated “the Commission refused any further subdivision of the balance of the west half of your property because it has a reasonably good agricultural capability and could support a moderate range of crops”. The property owner chose to pursue the one lot and the application was made under Section 733 of the *Municipal Act* which is now repealed. That section outlined the allowance for subdivision based on home site severance/subdivision for a family member and the new lot did not have to comply with ACRD bylaws.

**Comments:**

The subject property is ~30 acres (12.14 hectares) in size. Roughly half of the property is within the ALR. The applicant has proposed a subdivision creating a 5 acre lot running the entire length of the southern boundary of the property. Considering the length of this boundary (1414.4 feet/431.109 metres), the new lot would have a width of approximately 154 feet. As the minimum lot width for A2 is 330 feet, a development variance for lot width as well as a parcel frontage waiver would be required. The applicant is not proposing any land to be included into the ALR.

**AE13001**

If the new 5 acre lot had a lot width complying with the 330 foot width requirement, the lot length would be 660 feet. This would create a lot entirely within the ALR portion of the subject property and no development variance or parcel frontage waiver would be required.

Staff recommends the reconfiguration of the subdivision proposal as described and shown on "Figure A", and the addition of 5 acres into the ALR, in the vicinity of the creek system running through the north to west corner of the subject property. As a result, the new lot would comply with lot width and size requirements of A2, and the addition of the area into the ALR would offer additional protection to the stream system which is also an objective (Objective 4.1.3) of the Beaver Creek Official Community Plan.

The variation to the original application was discussed with the applicant and he would prefer the original proposal be approved. He has expressed his need to sell some property to aid his finances as he is elderly and his wife is in a care facility.

Submitted by:



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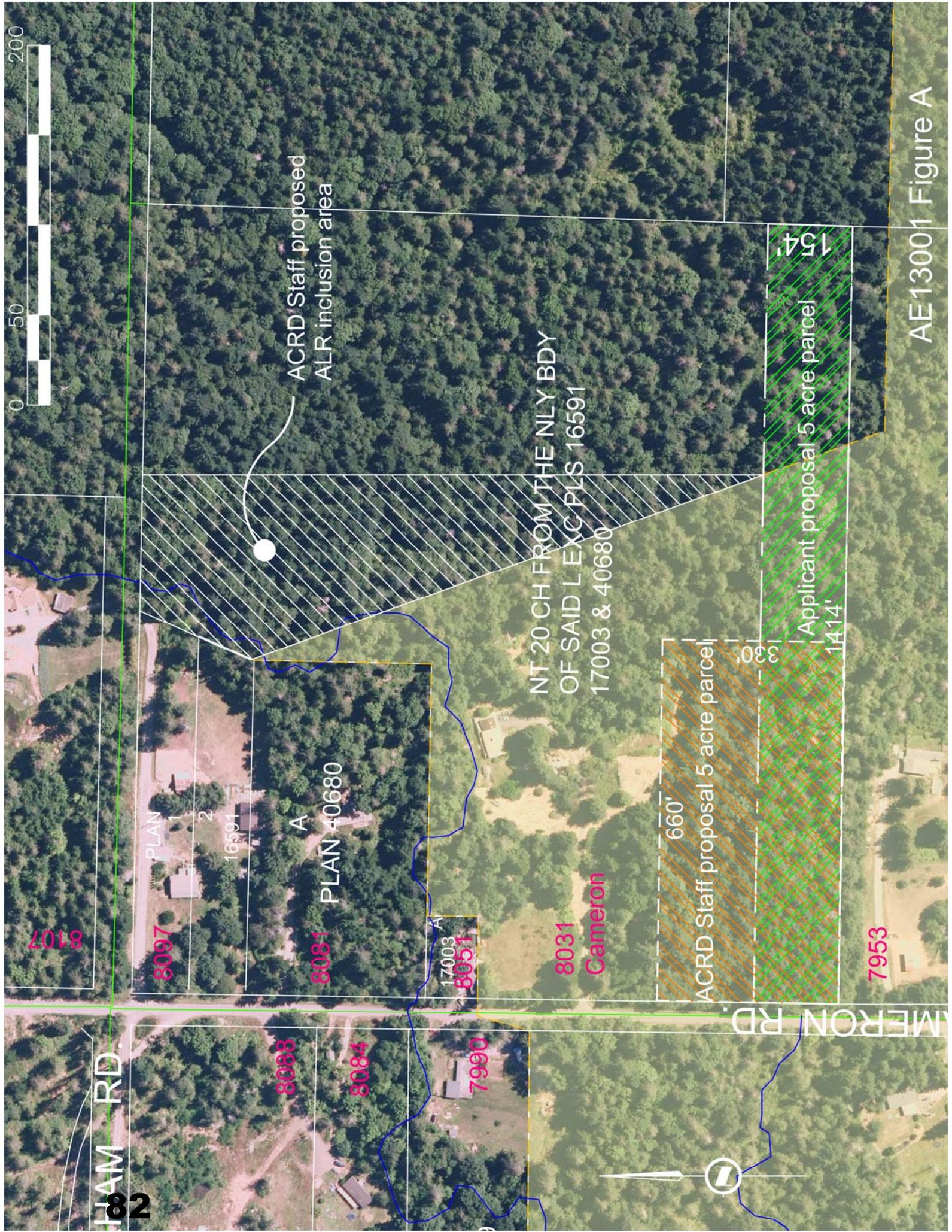
Charity Hallberg Dodds, Planning Assistant/Junior Planner

Reviewed by:



---

for: Mike Irg, Manager of Planning and Development



LIAM RD.

CAMERON RD.

8107

8097

8088

8084

7990

PLAN 1

PLAN 2

16591

8081 PLAN 40680 A

17003 A

8051

8031

Cameron

ACRD Staff proposal 5 acre parcel  
660'

Applicant proposal 5 acre parcel  
1414'

7953

ACRD Staff proposed ALR inclusion area

NT 20 CH FROM THE NLY BDY OF SAID L EXC PLS 16591 17003 & 40680



### APPLICATION BY LAND OWNER

NOTE: The information required by this form and the documents you provide with it are collected to process your application under the Agricultural Land Commission Act and regulation. This information will be available for review by any member of the public. If you have any questions about the collection or use of this information, contact the Agricultural Land Commission and ask for the staff member who will be handling your application.

#### TYPE OF APPLICATION (Check appropriate box)

- EXCLUSION under Sec. 30(1) of the Agricultural Land Commission Act
- SUBDIVISION in the ALR under Sec. 21(2) of the Agricultural Land Commission Act
- INCLUSION under Sec. 17(3) of the Agricultural Land Commission Act
- Non-farm USE in the ALR under Sec. 20(3) of the Agricultural Land Commission Act

#### APPLICANT

Registered Owner: <u>Horst Krueger</u> <u>Katrina Krueger</u> <u>Heidi Cumming</u>		Agent:	
Address: <u>8031 Cameron Rd.</u>		Address:	
Postal Code: <u>V9Y 8N1</u>		Postal Code:	
Tel. (home) <u>250-723-5110</u>	(work)	Tel.	
Fax <u>250</u>		Fax	
E-mail: <u>groomtoo@shaw.ca</u>		E-mail	

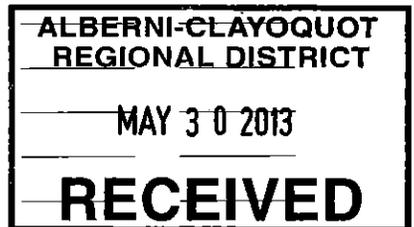
#### LOCAL GOVERNMENT JURISDICTION (Indicate name of Regional District or Municipality)

Alberni Clayoquot Regional District.

#### LAND UNDER APPLICATION (Show land on plan or sketch)

Title Number	Size of Each Parcel (Ha.)	Date of Purchase	
		Month	Year
<u>Folio Number 05 770 01453.00013</u>	<u>32 acres</u>	<u>Oct</u>	<u>1969</u>
<u>D.L. 115 Except Plan 16591, 17003</u>			
<u>+ 40680, that part lying to the N</u>			
<u>of a boundary to + perp distant</u>			
<u>20 chas from</u>			

Legal description →



#### OWNERSHIP OR INTERESTS IN OTHER LANDS WITHIN THIS COMMUNITY (Show information on plan or sketch)

If you have interests in other lands within this community complete the following:

Title Number(s): \_\_\_\_\_

**PROPOSAL** (Please describe and show on plan or sketch)

I wish to subdivide 5 acres within but still to be included within the ALR.  
I am 92 years old and my wife is now in a home.  
I need to raise funds.

**CURRENT USE OF LAND** (Show information on plan or sketch)

List all existing uses on the parcel(s) and describe all buildings

House/Residential.

**USES ON ADJACENT LOTS** (Show information on plan or sketch)

North residential  
East residential  
South residential  
West residential

**DECLARATION**

I/we consent to the use of the information provided in the application and all supporting documents to process the application in accordance with the *Agricultural Land Commission Act* and regulation. Furthermore, I/we declare that the information provided in the application and all the supporting documents are, to the best of my/our knowledge, true and correct. I/we understand that the Agricultural Land Commission will take the steps necessary to confirm the accuracy of the information and documents provided.

May 7/13 Date	[Signature] Signature of Owner or Agent	Horst Krueger Print Name
May 28/13 Date	[Signature] Signature of Owner or Agent	Katrina Krueger Print Name
May 28/13 Date	Heidi Cumj Signature of Owner or Agent	Heidi Cumming Print Name

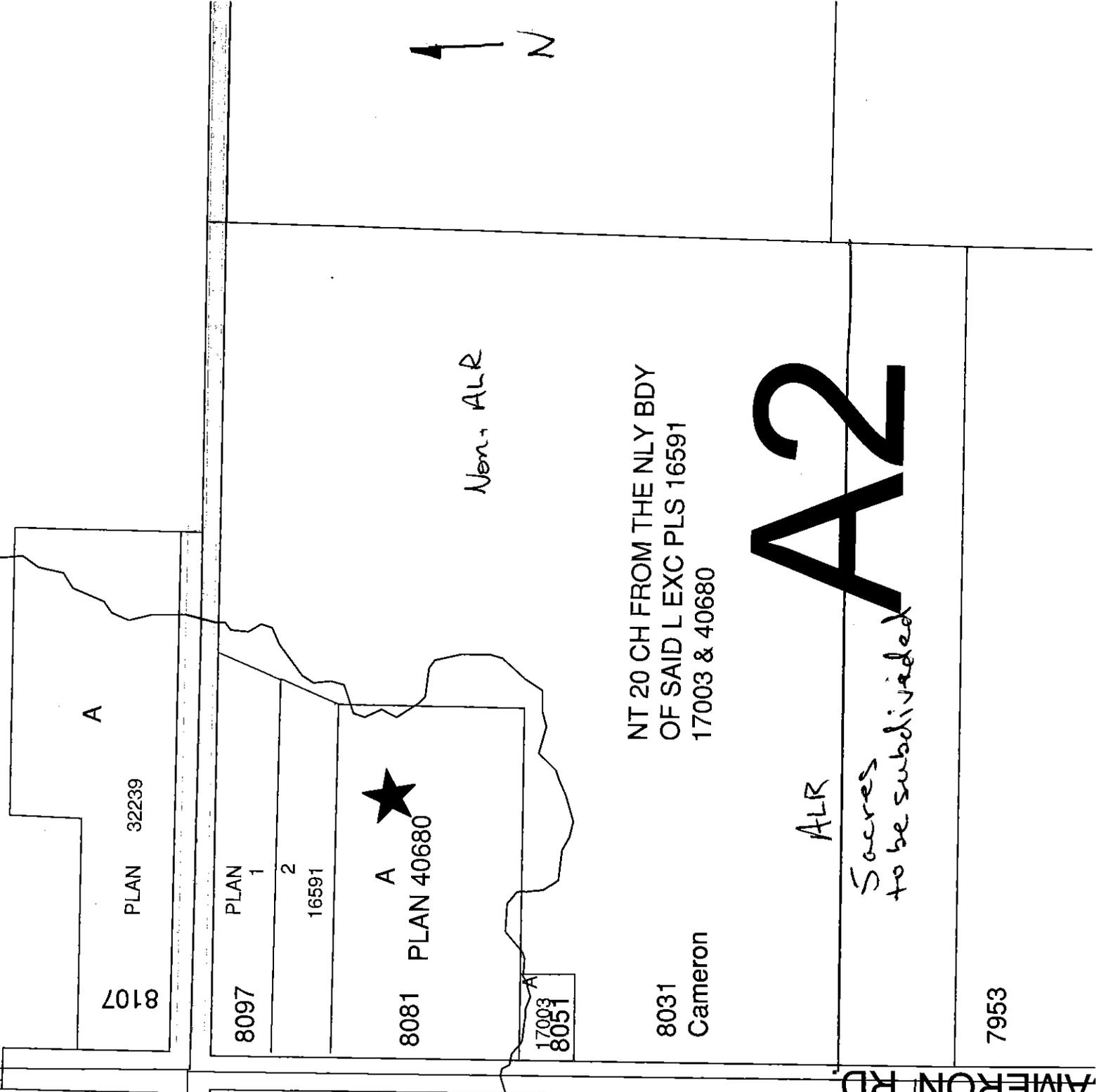
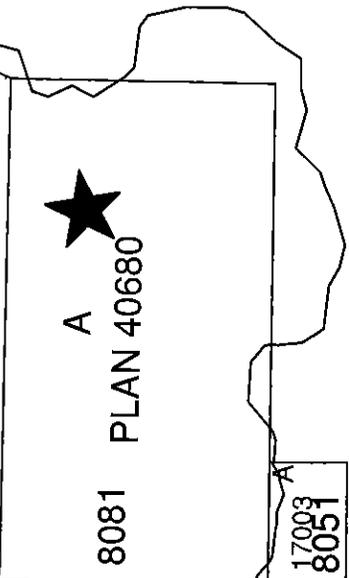
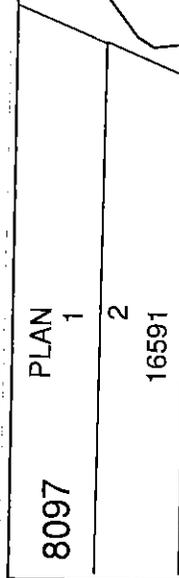
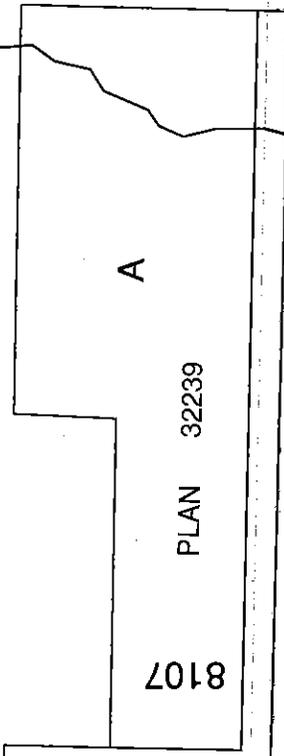
**Please ensure the following documents are enclosed with your application:**

- Application fee payable to the Local Government
- Certificate of Title or Title Search Print
- Agent authorization (if using agent)
- Map or sketch showing proposal & adjacent uses
- Proof of Notice of Application \*(See instructions)
- Photographs (optional)

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LLHAM RD.

AMERON RD



# A2



**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of September 20, 2013**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future	Russell	Letter sent
2.	Feb. 27 <sup>th</sup> Board	Conduct discussions with the City of Port Alberni regarding a regional approach to Alberni Valley water supply and consult with residents of Beaver Creek regarding options and plans for the water system	Andy/ Russell	Discussions ongoing
3.	April 10 WC Committee	Arrange a meeting with Chris Bird, President and representatives of the Long Beach Recreation Cooperative	Russell	Waiting for their response
4.	July 10 <sup>th</sup> Board	Contact and work with the Nuu-chah-nulth Tribal Council, the Port Alberni Friendship Centre and Reconciliation Canada to develop short term response for Reconciliation Canada events scheduled for Vancouver September 18-22, 2013 at the same time as the UBCM Conference and to develop a long term plan	Russell	Reconciliation walk in Vancouver – discussions ongoing
5.	July 24 <sup>th</sup> Board	Forward a letter to Mr. Johnathan Tilly, Ministry of Transportation and Emcon Services to expressing concerns with the lack of maintenance of roads in the region and invite them to make a presentation to the ACRD Board	Wendy	Joint presentation upcoming
6.	August 28 Board	Refer back to AV Committee to establish a Service for the Sproat Lake Marine Patrol	Wendy	Meeting Sept. 25 <sup>th</sup> , 9:30 am
7.	Sept. 11 <sup>th</sup> Board	Forward a letter to supporting the Cowichan Valley Regional District's motion at the Sept. 2013 UBCM Convention concerning the Hospital District Act be amended to provide enabling legislation authorizing Regional Hospital Districts to requisition funds to support the capital and operating costs of Hospice Societies and Centres located within a Regional Hospital District	Wendy	Done
8.	Sept. 11 <sup>th</sup> Board	Forward a letter to Mr. Wolfgang Zimmerman congratulating and thanking him for his dedication and success in establishing a bachelor of disability management degree program at the Pacific Coast University for Workplace Health Sciences	Wendy	Drafting

#	Date	Action Item	Assigned to	Target Date/Update
9.	Sept. 11 <sup>th</sup> Board	The ACRD Board authorized the Fire Chief of the Bamfield Volunteer Fire Department and the Chairperson of the ACRD Board to enter into an agreement with the North Island 9-1-1 Corporation to provide Computer Aided Dispatch Software System services to the Bamfield Volunteer Fire Department – Arrange for signatures	Wendy	Arranging
10.	Sept. 11 <sup>th</sup> Board	Forward a letter to the Premier expressing concern regarding the decision by the Ministry of Forests not to renew its contract with the Coulson Group for use of the Martin Mars Water Bomber for provincial firefighting services and requesting her attention to the issue	Russell	Sept. 24 <sup>th</sup>
11.	Sept. 11 <sup>th</sup> Hospital District	Arrange a meeting with Ellen Brown, Site Administrator WCGH and the ACRHD Chair and Vice-Chair to discuss the issues raised in the letter from Richard Berg	Wendy	Arranging
<b>Finance Department</b>				
12.	July 24 <sup>th</sup> Board	Invite a representative of the Municipal Pension Plan to meet with the Board	Teri	Arranging
13.	August 14 Board	Provide Gas Tax funding agreements to CCWD and BC Community Club for signature	Andrew	In progress
14.	Sept. 11 <sup>th</sup> Board	The ACRD Board adopted the new Purchasing Policy – Provide copies to all staff	Teri	Done
<b>Environmental Services Department</b>				
15.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	In Progress
16.	Sept. 8/10 WC	Investigate the possibility of leasing property at the Long Beach Airport for TFN to drill a well for water to their reserve	Russell	West Coast Committee to attend a TFN Council Meeting
17.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
18.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Andy	Increased signage requested – for discussion next Log Train Trail Adv. Mtg
19.	Oct. 10/12 Board	Work with the Air Quality council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal	Andy	In progress

#	Date	Action Item	Assigned to	Target Date/Update
20.	Feb. 6/13 AV & Bamfield	ACRD's Engineer to prepare a report on the Landfill Gas Management Program and feasibility of the program within the AV Landfill	Andy	Preparing
21.	May 22 <sup>nd</sup> Board	Obtain quotes for a GPS for the AV Airport and confer with the Port Authority to participate and contribute	Mark	In progress
22.	August 14 AV Comm	Prepare a bylaw to establish a service for the Sproat Lake Marine Patrol	Russell	Referred back to the Alberni Valley Committee
23.	August 14 AV Comm	Organize a meeting with Tseshaht First Nation to discuss and tour the AV Landfill	Russell	Organizing
24.	August 14 AV Comm	Prepare Berry and Vale 1 year Contract Extension	Andy	In Progress
25.	August 14 AV Comm	Prepare the information and background intended for an AV Landfill RFP process with a minimum of a 5 year operating agreement	Andy	In Progress
26.	Sept. 11 <sup>th</sup> Board	The Alberni-Clayoquot Regional District Board of Directors awarded the Beaver Creek Road Water main tender to IWC Excavating Ltd. in the amount of \$64,229.96 including GST - Award contract	Andy	Completed
27.	Sept. 11 <sup>th</sup> Board	The ACRD Board passed a resolution to accept the financial incentives offered by Multi Material British Columbia (MMBC) for curbside collection, recycling depot service, resident education and service administration for the Alberni Valley, Bamfield, Beaver Creek and West Coast for a five (5) year period commencing May 19th, 2014 – Proceed to next steps in the program	Andy	Application completed
<b>PLANNING DEPARTMENT</b>				
28.	May 13/10 WC	Planning Staff proceed with subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course	Mike	Investigating
29.	June 1/09	Bamfield OCP Review	Mike	Out to agencies for review
30.	n/a	Airport Zone Bylaw – Long Beach Airport	Mike	Ongoing
31.	n/a	Sproat Lake OCP Review	Mike	Sent to Referral Agencies, Public Hearing in Sept.
32.	Apr. 27/11 BD	The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed	Mike	Working with Agricultural Development Committee

#	Date	Action Item	Assigned to	Target Date/Update
33.	April 11/12 BD	Apply to the Ministry of Transportation for a permit to construct the dock at the west end of Nuthatch Road & to Ministry of Forests for foreshore tenure	Mike	Application sent to Ministry of Transportation and Ministry of Forests
34.	April 10 WC Committee	Arrange a meeting with TFN regarding outstanding issues with regards to water and zoning of airport lands	Mike	September
35.	July 11/12 Board	The Board passed a resolution instructing staff to investigate grant opportunities for trail construction in Bamfield and explore partnership with the Huu-ay-aht First Nation – Investigate	Mike	Investigating Grants
36.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the ACRD	Mike	Working with Hall Society
37.	Nov. 14/12 Board	Investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada	Mike	Investigating
38.	March 13 <sup>th</sup> Board	Arrange a meeting with the Ministry of Environment, Ministry of Transportation, District of Ucluelet and Yuułuʔiłʔatḥ First Nation to discuss access, safety and broader land use policies applying to the junction property	Mike	Arranging Meeting
39.	May 15 <sup>th</sup> AV Comm	Refer the agricultural priorities raised by the City Economic Development Manager to the Agricultural Development Comm. to identify recommendations for the Alberni Valley	Mike	Next ADC Meeting
40.	June 26 <sup>th</sup> Board	Forward letter to the City of North Vancouver supporting their resolution submission to UBCM regarding Genetically Engineered Free Zone and refer to the Ag. Development Comm. for input	Mike	Next ADC Meeting
41.	July 24 <sup>th</sup> Board	The Board of Directors instructed staff to work with the Central West Coast Forest Society to investigate funding for the assessment and restoration of the Willowbrae Creek system	Mike	Ongoing
42.	August 28 Board	Chair authorized to attend the Vancouver Island Trails Network Conference in Courtenay On October 26	Mike	Register by September 15
43.	August 28 Board	Enquire with the province about consolidating small parcels on Crown Lands	Mike	Investigating

#	Date	Action Item	Assigned to	Target Date/Update
44.	Sept. 11 <sup>th</sup> Board	Prepare a letter to the Minister of Transportation and Infrastructure, requesting the Ministry implements a permit system for Billboards within 300 meters of a Controlled Access Highway	Mike	Drafting

Issued: September 20, 2013



**SUMMARY OF REVENUE AND EXPENDITURES  
FOR PERIOD ENDING AUGUST 31, 2013**

(PAGE 1)

	<b>2013 YEAR TO DATE ACTUAL</b>	<b>2013 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b><u>REVENUE</u></b>			
Tax requisition	\$ 3,678,016	\$ 3,678,025	100.00%
Parcel taxes	881,179	881,655	99.95%
Grants in lieu of taxes	79,988	30,400	263.12%
Services provided to other governments	56,713	292,493	19.39%
Sale of services	2,554,326	3,398,800	75.15%
Other revenue	167,912	142,600	117.75%
Grants from other sources	546,919	2,205,483	24.80%
Surplus (deficit) from prior years	1,778,369	1,776,271	100.12%
Committed surplus from prior year	2,493,083	2,494,032	99.96%
Transfers between services	532,370	1,719,810	30.96%
	<hr/>		
<b>SUBTOTAL</b>	12,768,875	16,619,569	76.83%
<b><i>Transfers from Municipalities for</i></b>			
Municipal Finance Authority	\$ 396,722	\$ 648,591	61.17%
	<hr/>		
<b>TOTAL REVENUE</b>	<b>\$ 13,165,597</b>	<b>\$ 17,268,160</b>	<b>76.24%</b>

<b>EXPENDITURES</b>	<b>2013 YEAR TO DATE ACTUAL</b>	<b>2013 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b>All Members</b>			
E911 Telephone System	263,003	266,000	98.87%
General Government Services	704,728	1,112,100	63.37%
Health Network	99,238	294,500	33.70%
Regional Parks	12,590	50,315	25.02%
Regional Planning	68,946	156,000	44.20%
<b>Electoral Area's</b>			
Building Inspection	206,842	260,000	79.55%
Electoral Area Administration	475,897	1,983,951	23.99%
Mgmt of Development - Rural Areas	170,914	372,000	45.94%
Vancouver Island Regional Library	282,965	378,000	74.86%
<b>Alberni Valley</b>			
Alberni Valley Emergency Planning	42,331	112,200	37.73%
Alberni Valley & Bamfield Waste Mgmt	1,633,439	2,482,200	65.81%
Alberni Valley Regional Airport	124,576	155,000	80.37%
Alberni Valley Water Study	-	10,750	0.00%
Custom Transit	262,172	443,000	59.18%
<b>West Coast</b>			
Long Beach Airport	543,369	1,861,234	29.19%
West Coast Emergency Planning	11,270	14,771	76.30%
West Coast Waste Mgmt	600,378	908,200	66.11%
<b>City of Port Alberni</b>			
Port Alberni Arena	58,748	237,550	24.73%
<b>Bamfield</b>			
Bamfield Community Park	6,051	6,100	99.20%
Bamfield Volunteer Fire Dept	104,950	118,293	88.72%
Bamfield Water System	138,198	675,512	20.46%
<b>Beaufort</b>			
Mountain Ranch Rd Fire Protection	2,584	2,617	98.74%
<b>Long Beach</b>			
Millstream Water System	32,301	151,860	21.27%
Salmon Beach Garbage	10,889	25,150	43.30%
Salmon Beach Power Distribution	15,338	74,496	20.59%
Salmon Beach Recreation	14,143	35,450	39.90%
Salmon Beach Security	21,660	53,750	40.30%
Salmon Beach Sewage	63,734	62,850	101.41%
Salmon Beach Transportation	82,896	154,600	53.62%
Salmon Beach Water	9,083	14,050	64.65%
South Long Beach Bike Path	7,067	7,200	98.15%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	14,033	14,000	100.24%
South Long Beach Street Lighting	459	810	56.67%
<b>Sproat Lake</b>			
Sproat Lake Animal Control	264	3,100	8.52%
Sproat Lake Arena	31,603	32,136	98.34%
Sproat Lake Community Park	39,252	166,863	23.52%
Sproat Lake Noise Control	21,039	33,000	63.75%
Sproat Lake Volunteer Fire Department	102,143	427,466	23.89%
<b>Beaver Creek</b>			
Arvay Rd Street Lighting	720	1,300	55.38%
Beaver Creek Animal Control	264	3,000	8.80%
Beaver Creek Community Park	1,847	10,100	18.29%
Beaver Creek Arena	24,202	24,735	97.85%
Beaver Creek Noise Control	264	2,100	12.57%
Beaver Creek Volunteer Fire Department	183,312	247,800	73.98%
Beaver Creek Water System	1,131,771	2,016,974	56.11%
Granville Rd Fire Protection	1,208	1,241	97.34%
<b>Cherry Creek</b>			
Cherry Creek Arena	20,121	20,654	97.42%
Cherry Creek Noise Control	263	2,100	12.52%
Franklin River Rd Fire Protection	4,675	11,100	42.12%
<b>Grants-in-Aid</b>	266,692	330,742	80.63%
	<b>6,559,085</b>	<b>15,836,420</b>	<b>41.42%</b>
Transfers to Municipal Finance Authority on behalf of the Municipalities	396,722	648,591	61.17%
	<b>\$ 6,955,807</b>	<b>\$ 16,485,011</b>	<b>42.19%</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
AUGUST, 2013**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family			1	260,000	1	100,000							2	360,000
Mobile Homes									1	10,000			1	10,000
Multi-Family													0	0
Adds&Rens			1	50,000			1	30,000			1	20,000	3	100,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous							1	30,000	2	6,000	2	42,331	5	78,331
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>310,000</b>	<b>1</b>	<b>100,000</b>	<b>2</b>	<b>60,000</b>	<b>3</b>	<b>16,000</b>	<b>3</b>	<b>62,331</b>	<b>11</b>	<b>548,331</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
AUGUST, 2013 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	1	260,000	3	292,527	4	1,125,318	2	800,000	1	278,264	11	2,756,109
Mobile Homes	0	0	0	0	0	0	1	2,500	2	20,000	1	10,000	4	32,500
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	1	50,000	2	14,000	5	633,000	2	138,000	5	75,500	15	910,500
Commercial	0	0	0	0	0	0	2	1,600,000	0	0	0	0	2	1,600,000
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellenaous	0	0	0	0	1	5,000	7	148,214	12	374,332	4	102,331	24	629,877
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>310,000</b>	<b>6</b>	<b>311,527</b>	<b>19</b>	<b>3,509,032</b>	<b>18</b>	<b>1,332,332</b>	<b>11</b>	<b>466,095</b>	<b>56</b>	<b>5,928,986</b>

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
<b>WOODSTOVE INSPECTIONS</b>		<b>2</b>		<b>1</b>	<b>2</b>	<b>5</b>	<b>48</b>

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2012	60	6,051,900	92	9,011,700					
2011	96	7,892,441	120	9,221,498					
2010	123	17,871,593	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900



Alberni-Clayoquot Regional District

**Board of Directors Meeting Schedule  
OCTOBER 2013**

<b>DATE</b>	<b>MEETING</b>	<b>TIME &amp; LOCATION</b>	<b>ATTENDEES</b>
Wednesday, October 2 <sup>nd</sup>	Parks Plan Steering Committee	9:30 am – ACRD Board	Committee, Planning Staff
Tuesday, October 8 <sup>th</sup>	Agricultural Development Committee	2:30 pm – ACRD Board Room	Committee, Planning Staff
Wednesday, October 9 <sup>th</sup>	Board of Directors Meeting	1:30 pm – ACRD Board Room	Directors, Staff
	Regional Hospital District Meeting	Immediately following above	Directors, Staff
Wednesday, October 23 <sup>rd</sup>	Board of Directors Meeting	1:30 pm – ACRD Board Room	Directors, Senior Staff

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\*\* A Strategic Planning Session is being planned for October – More details to follow