



Alberni-Clayoquot Regional District

ALBERNI VALLEY COMMITTEE MEETING

WEDNESDAY, AUGUST 14, 2013, 12:00 NOON

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>ADOPTION OF MINUTES</u>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
5. <u>CORRESPONDENCE FOR ACTION/INFORMATION</u>	
6. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. ADMINISTRATIVE MEMO Establishing the Sproat lake Marine Patrol as a Service	2-5
b. ADMINISTRATIVE MEMO Berry and Vale Contract Extension Request – AV Landfill	6
<i>THAT the Alberni Valley Committee receive Administrative Memorandums a-b.</i>	
7. <u>REPORTS</u>	
8. <u>UNFINISHED BUSINESS</u>	
9. <u>NEW BUSINESS</u>	
10. <u>ADJOURN</u>	
<i>THAT this meeting be adjourned at</i>	



MEMORANDUM

To: Alberni Valley Committee

From: Wendy Thomson, Manager of Administrative Services/
Andrew McGifford, Assistant Accountant

Date: August 9, 2013

RE: ESTABLISHING THE SPROAT LAKE MARINE PATROL AS A SERVICE

Regional District were requested to provide the Alberni Valley Committee with steps required to establish the Sproat Lake Marine Patrol program as a Regional District service.

Background

The Sproat Lake Marine Patrol Program is a service, it is beyond a program to be sponsored by a grant-in-aid.

The Alberni-Clayoquot Regional District has been funding the Sproat Lake Marine Patrol Program by way of a grant-in-aid since 2002. Areas that participate in the grant-in-aid: City of Port Alberni, Electoral Areas "B" (Beaufort), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).

The Sproat Lake Marine Patrol historical costs, grants-in-aid provided and other agency grants received over the past 4 years:

<i>Year</i>	<i>Cost of SLMP</i>	<i>GIA provided</i>	<i>Grant received</i>
2013	N/A	24,000	23,925
2012	28,831	28,000	17,221
2011	29,325	16,905 *	17,500
2010	34,345	26,000	29,531

* Originally approved \$26,000 - transferred \$9094.52 to cover Log Train Trail deficit.

Steps to Create the Sproat Lake Marine Patrol Service

The ACRD Board must adopt an establishing bylaw in order to create the Sproat Lake Marine Patrol Service.

The establishing bylaw must include the following:

- Describe the service
- Define the boundaries of the service area
- Identify all municipalities and electoral areas in the service area
- Indicate the method of cost recovery for the service
- Set a maximum requisition for the service

Before the establishing bylaw can be adopted by the Board, approval from the Inspector of Municipalities and approval by the electors is required.

There are two options the Board can use to gain approval of the electors; referendum or alternate approval process (AAP).

Staff recommends using the AAP unless the referendum is held in conjunction with a general local election. AAP's are much cheaper and less time consuming to arrange.

Alternate Approval Process (AAP)

Notices are placed in local papers and the ACRD website. The notice must include the following:

- synopsis of the bylaw
- intent of the bylaw
- describe the proposed service area
- indicate the date time and place for public inspection of the bylaw
- Give the electors the opportunity to object to the adoption of the bylaw using an Elector Response Form
- Indicate where Elector Response forms can be obtained
- Deadline and where to submit the Elector Response Forms

If less than 10% of the number of electors of the proposed service area object, the Board can proceed with adopting the bylaw. If more than 10% of the number of electors in the service area object, the Board would have to go to referendum if they wish to proceed with adopting the bylaw.

Maximum Requisition

The Local Government Act requires that a maximum requisition amount be set for this service.

Staff estimate that the maximum requisition per year for this service should be set at \$45,000. The estimate takes into account the expected annual costs for the next 10 years including equipment replacement. The grants from other agencies for the Sproat Lake Marine Patrol are not guaranteed from year to year and are factored into the \$45,000.

It is not the intention to budget year to year at the maximum requisition. It is proposed that the annual budget will be in the range of \$25,000 to \$30,000 each year. The proposed maximum enables to Board to provide the service in the absence of grants, without an amendment to the bylaw.

Attached is a copy of an estimated requisition for the service at \$45,000 based on land and improvements with the same participants as the grant-in-aid (Alberni Valley). The yearly grant-in-aid is also based on land and improvements.

Submitted by:



Wendy Thomson,
Manager of Administrative Services



Andrew McGifford,
Assistant Accountant

Approved by:



Russell Dyson,
Chief Administrative Officer

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 USING 2013 ASSESSMENTS FOR ALBERNI VALLEY
 SPROAT LAKE MARINE PATROL - ESTIMATE FOR PROPOSED

PARTICIPANTS: PORT ALBERNI, ELECTORAL AREAS B, D, E AND F

TOTAL REQUISITION: \$ 45,000

BASIS OF APPORTIONMENT: LAND AND IMPROVEMENTS
 CONVERTED HOSPITAL VALUES

PARTICIPANT	BCAA CODE	2013 CONVERTED VALUES	% SHARE	REQUISITION	ADJUSTMENT RE CHANGES TO PREVIOUS YEARS' ASSESSMENTS	NET REQUISITION
PORT ALBERNI		\$ 224,257,450	60.31%	\$ 27,140	\$ 0	\$ 27,140
AREA B		9,463,003	2.54%	\$ 1,145	\$ 0	\$ 1,145
AREA D		73,295,288	19.71%	\$ 8,870	\$ 0	\$ 8,870
AREA E		30,862,047	8.30%	\$ 3,735	\$ 0	\$ 3,735
AREA F		33,956,496	9.13%	\$ 4,109	\$ 0	\$ 4,109
		<u>\$ 371,834,284</u>	<u>100.00%</u>	<u>\$ 45,000</u>	<u>\$ 0</u>	<u>\$ 45,000</u>

Residential Tax Rate \$0.012 per \$1,000 of assessed value

MAXIMUM FOR THE ALTERNATE APPROVAL PROCESS IS \$.50 PER \$1000 OF ASSESSED VALUE



MEMORANDUM

To: AV Committee

From: Andy Daniel, Manager of Environmental Services

Date: August 9, 2013

Subject: Berry and Vale Contract Extension Request – AV Landfill

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. Staff has received a request for a five-year extension from Berry and Vale.

Berry and Vale's equipment to manage the landfill are in need of upgrades and repair. The extension would relax their bonding company, as the bonding company is not comfortable with the amount of investment that Berry and Vale have been and will need to incur to complete these short term contracts.

There are three outstanding issues which influence a recommendation regarding this request:

- Timelines need to be determined for the implementation of the updated Solid Waste Management Plan which may impose new terms and conditions regarding landfill operations.
- Tenure for the landfill remains outstanding.
- TFN have expressed opinions regarding operations and the Board has had discussions with them in the past before extending this contract.

It is anticipated that the SWMP and land tenure will be finalized within the next two years. In the meantime an RFP for the contract would be premature and an extension is in the interest of the ACRD. Staff recommend a 2 year extension, subject to further discussion with Berry and Vale regarding the issues they face and a review with TFN.

Andy Daniel