



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, MARCH 26, 2014, 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>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>(motion to approve, including late items requires 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b>	
<i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – March 12, 2014</b>	<b>7-15</b>
<i>THAT the minutes of the Board of Directors meeting held on March 12, 2014 be adopted.</i>	
b. <b>Special Board of Directors Public Consultation 5 Year Financial Plan             2014-2018 meeting – March 12, 2014</b>	<b>16-20</b>
<i>THAT the minutes of the Special Board of Directors Public Consultation 5 Year             Financial Plan 2014-2018 meeting held on March 12, 2014 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
a. <b>Tanis Dagert, Alberni-Clayoquot Health Network regarding ACHN             Budget presentation.</b>	
b. <b>Inspector Mac Richards, Officer In Charge, Port Alberni Detachment,             RCMP regarding the Port Alberni RCMP Report for February 2014.</b>	<b>21-22</b>
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	
<b>7. <u>CORRESPONDENCE FOR INFORMATION</u></b>	
a. <b>MINISTER OF FISHERIES AND OCEANS</b>	<b>23</b>
Thank you - letter of support	
b. <b>MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE</b>	<b>24-25</b>

**OPERATIONS**

Salmon Beach Recreational Village – Request for Wendy Creek Bridge Repair

- c. **ISLAND COASTAL ECONOMIC TRUST** **26-28**  
Namgis First Nation and Village of Alert Bay Join Forces

*THAT the Board of Directors receives correspondence for information a-c.*

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **29-30**  
**Salmon Beach Proposal Recommendations**

*THAT the Alberni-Clayoquot Regional District Board of Directors award the following Salmon Beach services contracts:*

- i. *Equipment and Material Supply to Deer Bay Contracting for three (3) years ending March 31, 2017;*
- ii. *External and Internal Road Grading contract to Deer Bay Contracting for three (3) years ending March 31, 2017;*
- iii. *Solid Waste Hauling contract to Ucluelet Rent-it Centre for three (3) years ending March 31, 2017.*

- b. **ADMINISTRATIVE MEMORANDUM** **31**  
**Alberni Valley Regatta Association request for a Noise Exemption from Noise Bylaw R1024.**

*THAT the Board of Directors pass a resolution to grant a permit for a special event as per Section 7 of the "Sproat Lake Noise Control Bylaw No. R1024, 2013".*

- c. **REQUEST FOR DECISION** **32-34**  
**Plan to address Water Quality Advisory in the Bamfield Water System.**

*THAT the Board of Directors of the Alberni Clayoquot Regional District endorses the plan to address the disinfection byproducts in the Bamfield Water System for a total estimated cost of \$168,500 by proceeding with:*

- i. *Relocating the water intake;*
- ii. *Reducing the age of the water;*
- iii. *Reducing the amount of chlorine;*
- iv. *Monitoring the Sugsaw Lake watershed;*
- v. *Performing Pilot Testing.*

*As outlined in the Manager of Environmental Services report dated March 20, 2014.*

**d. REQUEST FOR DECISION**

**35-48**

F1110 Beaver Creek Water System Service Area Rates & Regulation Bylaw

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as Beaver Creek Water System Service Area Rates and Regulation Bylaw F1110, 2014.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as Beaver Creek Water System Service Area Rates and Regulation Bylaw F1110, 2014.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as Beaver Creek Water System Service Area Rates and Regulation Bylaw F1110, 2014.*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as Beaver Creek Water System Service Area Rates and Regulation Bylaw F1110, 2014.*

**e. REQUEST FOR DECISION**

**49-52**

Bylaw No. 1109, 3<sup>rd</sup> Reading and Adoption of the 2014-2015 Financial Plan.  
 (Financial Plan attached separately)

*THAT the Board of Directors give third reading to Bylaw cited as '2014 to 2018 Financial Plan Bylaw No. F1109'. (Prior to voting on third reading Directors are asked to make any motions to amend and then vote on third reading as amended. Five proposed amendments are as follows:)*

1. *THAT the Board of Directors amend the Grant in Aid to the City of Port Alberni for Economic Development, page 10 –as follows:*

<i>Budget Line</i>	<i>2014</i>
<i>Line 2 – Tax requisition</i>	<i>\$26,333</i>
<i>Line 10 – Contribution for Area D – Sproat Lake</i>	<i>\$6,000</i>

2. *THAT the Board of Directors amend the Long Beach Airport capital budget, page 37 as follows:*

<i>Budget Line</i>	<i>2014</i>
<i>Line 48 – Apron III crack sealing</i>	<i>\$0</i>
<i>Line 52 – Flightway clearing</i>	<i>\$40,000</i>

3. *THAT the Board of Directors amend the Bamfield Water System budget, pages 48 & 49 as follows:*

<i>Budget Line</i>	<i>2014</i>
<i>Line 12 – Engineering &amp; consulting</i>	<i>\$15,000</i>
<i>Line 15 – Materials &amp; repairs/maintenance</i>	<i>\$47,284</i>
<i>Add a new line after Line 31 – Water treatment pilot</i>	<i>\$100,000</i>
<i>Line 32 (changed to 33) – Total capital expenditures</i>	<i>\$544,744</i>
<i>Line 33 (changed to 34) – Balance, end of year</i>	<i>\$201,182</i>

4. *THAT the Board of Directors amend the Sproat Lake Community Parks budget, pages 69 as follows:*

<i>Budget Line</i>	<i>2014</i>
<i>Line 2 – Tax requisition</i>	<i>\$62,266</i>
<i>Line 5 – Other income</i>	<i>\$3,000</i>
<i>Line 11 – Operating costs</i>	<i>\$50,000</i>

5. *THAT the Board of Directors amend the Beaver Creek Water System budget, pages 84 to 87 as follows:*

<i>Budget Line</i>	<i>2014</i>
<i>Line 2 – Parcel tax</i>	<i>\$242,998</i>
<i>Line 12 – Capital fund contribution from operating</i>	<i>\$252,998</i>
<i>Line 43 – Contribution from operating fund</i>	<i>\$242,998</i>
<i>Line 55 – Balance, end of year</i>	<i>\$168,405</i>

*After final amendments vote on third reading as amended.*

*THAT the Board of Directors adopt the Bylaw cited as ‘2014 to 2018 Financial Plan Bylaw No. F1109’.*

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

- a. **DVE14001, GAIGA, 5770 MERSEY RD**  
 Development Variance Application – Report

**53-58**

*THAT the Board of Directors pass a resolution to consider issuing development variance DVE14001.*

**10. REPORTS**

**10.1 STAFF REPORTS**

a.	Staff Action Items Report – March 21, 2014	59-62
b.	Meeting Schedule – April 2014	63
c.	Building Inspector’s Report – March 2014	64
d.	Follow Up to Budget Questions – March 19, 2014	65-66
e.	AV Gas Management Memo – March 18, 2014	67

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

## **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

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

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

## **13. QUESTION PERIOD**

14. **IN CAMERA**

*Motion to close the meeting to discuss matters relating to:*

- i. Information that is prohibited from disclosure under Section 21 of the Freedom of Information and Privacy Act.*

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

16. **ADJOURN**

**Next Board of Directors Meeting: Wednesday, April 9, 2014, 1:30 pm.**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 12, 2014, 1:30 PM

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

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### **DIRECTORS**

Cindy Solda, Chairperson, City of Port Alberni

### **PRESENT:**

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

Linda Myres, Alternate Director, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

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

Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

John Jack, Councillor, Huu-ay-aht First Nation

John Douglas, Alternate Director, Mayor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuuʔuʔiʔath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### **REGRETS:**

Tony Bennett, Electoral Area "C" (Long Beach)

### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer

Andy Daniel, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

## **1. CALL TO ORDER**

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

**The Chairperson recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories and welcomed Alternate Directors Mayor John Douglas and Linda Myres.**

## **2. APPROVAL OF AGENDA**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the agenda be approved as circulated with the addition of the following late item: correspondence from Ellen Chambers, Citizen of Port Alberni requesting a referendum.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – February 26, 2014**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the minutes of the Board of Directors meeting held on February 26, 2014 be adopted.*

**CARRIED**

**b. Special Committee-of-the-Whole – February 26, 2014**

*MOVED: Director Osborne*

*SECONDED: Director McNabb*

*THAT the minutes of the Special Committee-of-the-Whole meeting held on February 26, 2014 be adopted.*

**CARRIED**

**c. 2014 Parcel Tax Review Panel – February 25, 2014**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the minutes of the 2014 Parcel Tax Review Panel meeting held on February 25, 2014 be adopted.*

**CARRIED**

**d. Beaver Creek Water Advisory Committee – February 28, 2014**

*MOVED: Director McNabb*

*SECONDED: Director Cootes*

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on February 28, 2014 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Mr. Bruce Forsyth, Maintenance Technician Leadhand, 5 Years of Service.**

Mr. Andy Daniel, Manager of Environmental Services introduced Mr. Bruce Forsyth, Maintenance Technician Leadhand with the Alberni-Clayoquot Regional District and the Chairperson presented Mr. Forsyth with a gift of recognition for five years of service.

- b. Dr. Nicole Vaugeois, Chairholder, Tourism and Sustainable Rural Development, Vancouver Island University regarding update on the Chair in Tourism and Sustainable Rural Development Initiative.**

Mrs. Vaugeois thanked the ACRD Board for providing a grant-in-aid to VIU and provided an activity update on research projects including the Alberni-Clayoquot Transportation study.

## **6. CORRESPONDENCE FOR ACTION**

- a. Omega Pacific Hatchery Inc.**

Letter requesting that the Regional District organize a meeting with DFO's managers, the Barkley Sound Sub Committee, and the City to discuss Omega Pacific's proposed projects.

*MOVED: Director Cote*  
*SECONDED: Director Banton*

*THAT this correspondence be received.*

**CARRIED**

*MOVED: Director Irving*  
*SECONDED: Director Cote*

*THAT the ACRD request the Fisheries Committee to host a meeting between Department of Fisheries and Oceans managers, the Barkley Sound Sub Committee and the City of Port Alberni regarding the fisheries issues raised by Omega Pacific Hatchery subject to an approved agenda from the Fisheries Committee.*

**CARRIED**

- b. Late Item - Ellen Chambers, citizen of Port Alberni regarding request for referendum questions to be included in the upcoming 2014 Alberni-Clayoquot Regional District election ballot.**

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT this correspondence be referred to next Alberni Valley Committee meeting.*

**CARRIED**

**8. CORRESPONDENCE FOR INFORMATION**

- a. **SUSAN ROTH**  
Radiation Monitoring on the West Coast
- b. **VILLAGE OF BELCARRA**  
Oil Spill Cleanup Liability & Recovery Funding  
Canadian Coast Guard – Oil Spill Preparedness within British Columbia
- c. **CORPORATION OF THE CITY OF NEW WESTMINSTER**  
Concerns regarding recent amendments to the Canada Postal System
- d. **CITY OF PITT MEADOWS**  
Provincial Emergency Notification Systems
- e. **NANAIMO AIRPORT YCD**  
Seattle Bound Service Starts Today
- f. **VANCOUVER ISLAND NORTH FILM COMMISSION**  
Survivorman – Travel and Escape
- g. **BC TRANSPLANT**  
April is National Organ and Tissue Donor Awareness Month
- h. **ISLAND COASTAL ECONOMIC TRUST**  
\$30 K Grant to Help Tahsis Transition Local Economy

*MOVED: Director Kokura*

*SECONDED: Director Irving*

*THAT the Board of Directors receives correspondence for information a-h.*

**CARRIED**

**9. REQUEST FOR DECISIONS & BYLAWS**

- a. **Administrative Memorandum regarding Bulk Water Agreement with the City of Port Alberni for the Beaver Creek Water Service Area.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors endorse the attached Bulk Water Agreement proposed by the City of Port Alberni subject to the three amendments proposed by the Beaver Creek Water Advisory Committee:*

*a) structure to the water rates be maintained over time, so that cost allocation to BCWS will not be increased disproportionately compared to the other categories;*

*b) creation of an advisory including other bulk water users to meet with the City on a regular basis to consider matters pertaining to water supply planning and finance;*

*c) rather than the City having access to property in Beaver Creek, the ACRD will inspect and report on issues that may be contrary to the agreement.*

*And further that staff be instructed to confirm with the regional district solicitor that the proposed indemnity language is fair and reasonable.*

**CARRIED**

**b. Request for Decision regarding Finance Warrant No. 538.**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the Board of Directors approves Finance Warrant Number 538 in the amount of \$570,392.70 dated February 28, 2014.*

**CARRIED**

**c. Request for Decision regarding Bylaw E1058, Establishing Cherry Creek Dangerous Dog Bylaw and Bylaw R1026 for the Regulation of Animals in Cherry Creek.**

*MOVED: Director Banton*

*SECONDED: Director Jack*

*THAT the Board of Directors adopt Bylaw E1058, Cherry Creek Animal Control Regulatory Service Establishment Bylaw 2014.*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Kokura*

*THAT the Board of Directors gives first reading to Bylaw R1026, Cherry Creek Dangerous Dog Regulation Bylaw 2014.*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Kokura*

*THAT the Board of Directors gives second reading to Bylaw R1026, Cherry Creek Dangerous Dog Regulation Bylaw 2014.*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director McNabb*

*THAT the Board of Directors gives third reading to Bylaw R1026, Cherry Creek Dangerous Dog Regulation Bylaw 2014.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director Cootes*

*THAT the Board of Directors adopt Bylaw R1026, Cherry Creek Dangerous Dog Regulation Bylaw 2014.*

**CARRIED**

**d. Administrative Memorandum regarding Cherry Creek Waterworks District Proposed Water Mainline Replacement.**

*MOVED: Director Banton  
SECONDED: Director Kokura*

*THAT the Board of Directors receive the background information from the Cherry Creek Waterworks District regarding the proposed water mainline replacement.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director Kokura*

*THAT the ACRD Board of Directors authorize the Chair and Chief Administrative Officer to sign the contribution agreement with the Cherry Creek Waterworks District based on the information provided for the 2014 watermain replacement project and that the ACRD assist the CCWD to complete a waterworks inventory and capital replacement plan by helping to provide access to applicable provincial grant funding.*

**CARRIED**

**e. Request for Decision regarding Clayoquot Biosphere Trust Appointment.**

*MOVED: Director Osborne  
SECONDED: Director Irving*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Gary Johnsen to represent the Alberni-Clayoquot Regional District (Area "C" Long Beach) as a Director on the Clayoquot Biosphere Trust for a 4 year volunteer term.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

- a. RC13002, WILD PACIFIC ESTATES, ITTATSOO BAY**  
Rezoning Application – Memorandum and Bylaw P1312

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

*THAT Bylaw P1312, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

**CARRIED**

- b. DPF14001, LANE/HANSON, 2970 ALBERNI HWY**  
Development Permit Application – Report and Bylaw P1321

*MOVED: Director Banton*  
*SECONDED: Director Cote*

*THAT the Board of Directors receives the staff report and pass a resolution to issue development permit DPF14001.*

**CARRIED**

**9.2 ALL DIRECTORS**

- a. CROWN LAND SMALL-LOT CONSOLIDATION REQUEST**  
Memorandum

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT the Board of Directors receives the staff memorandum and write to the Minister of Forests, Lands and Natural Resource Operations and request the Ministry consolidate the numerous small lot crown owned parcels existing within the ACRD.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

- a. CAO Report – March 6, 2014**
- b. Planning & Development Manager Report – March 5, 2014**
- c. Environmental Services Department Report – March 7, 2014**
- d. Strick Road Pump Station Update – March 6, 2014**
- e. Staff Action Items Report – March 6, 2014**

*MOVED: Director Kokura*  
*SECONDED: Director McNabb*

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

**CARRIED**

## **10.2 COMMITTEE REPORTS**

Director Cote reported on the Alberni Valley Landfill tour with the Tseshaht First Nation held on February 20<sup>th</sup>. The tour was successful and a great opportunity to build relationships.

*MOVED: Director Cote*  
*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors forward a letter to the Tseshaht First Nation thanking them for participating in the tour of the Alberni Valley Landfill on February 20<sup>th</sup>.*

**CARRIED**

The Chairperson reported on a meeting she and the Chief Administrative Officer attended with the Ditidaht First Nation in Nanaimo on March 11<sup>th</sup>. The meeting was a great opportunity to get together and share issues and opportunities. The Ditidaht First Nation is dealing with similar transportation issues and would like to work together with the ACRD and the Alberni-Clayoquot Transportation Committee.

The Chairperson provided a brief update on the 911 Corporation. Good news is coming that will hopefully reduce the cost of the 911 service.

*MOVED: Director Jack*  
*SECONDED: Director Irving*

*THAT the ACRD Board of Directors receives the verbal reports.*

**CARRIED**

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

*MOVED: Director Irving*  
*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors forward a letter of appreciation to the International students from Japan that conducted a large cleaned up on west coast.*

**CARRIED**

*MOVED: Director Irving*  
*SECONDED: Director McNabb*

*THAT the ACRD request the City of Port Alberni Economic Development Officer to investigate the article in MoneySense Magazine regarding Port Alberni rated the worst place to invest.*

**CARRIED**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director McNabb*  
*SECONDED: Director Irving*

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Information that is prohibited from disclosure under Section 21 of the Freedom of Information and Privacy Act.*

**CARRIED**

The meeting was closed to the public at 2:27 pm.

The meeting was re-opened to the public at 3:13 pm.

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

**16. ADJOURN**

*MOVED: Director Banton*  
*SECONDED: Director Osborne*

*THAT this meeting be adjourned at 3:13 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



## Alberni-Clayoquot Regional District

**MINUTES OF THE BOARD OF DIRECTORS  
PUBLIC CONSULTATION – 5 YEAR FINANCIAL PLAN MEETING  
HELD ON WEDNESDAY, MARCH 12, 2014, 6:00 PM  
Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC**

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- DIRECTORS PRESENT:** Cindy Solda, Chairperson, City of Port Alberni  
Penny Cote, Vice-Chair, Electoral Area “D” (Sproat Lake)  
Linda Myers, Alternate Director, Electoral Area “A” (Bamfield)  
Mike Kokura, Electoral Area “B” (Beaufort)  
John McNabb, Electoral Area “E” (Beaver Creek)  
Lucas Banton, Electoral Area “F” (Cherry Creek)  
John Douglas, Alternate Director, Mayor, City of Port Alberni  
Josie Osborne, Mayor, District of Tofino  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government (via teleconference)
- REGRETS:** Tony Bennett, Electoral Area “C” (Long Beach)  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułuꞑifꞑath Government  
John Jack, Councillor, Huu-ay-aht First Nation
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Teri Fong, Manager of Finance  
Mike Irg, Manager of Planning and Development  
Wendy Thomson, Manager of Administrative Services

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 6:00 pm.

**The Chairperson recognized the meeting this evening is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

**2. APPROVAL OF AGENDA**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. PUBLIC CONSULTATION**

- a. The CAO provided an introduction and overview of the Alberni-Clayoquot Regional District and the Financial Plan process.

Director Banton entered the meeting at 6:08 pm.

- b. The Manager of Finance provided an overview of the Alberni-Clayoquot Regional District 2014-2018 Financial Plan.
- b. The Manager of Finance provided an overview of the Alberni-Clayoquot Regional Hospital District 2014 budget.
- c. Public Input and Questions – No input or questions received.

### **4. CORRESPONDENCE**

- a. **Cherry Creek Community Recreation Commission**  
Amendment to Grant-In-Aid Request

*MOVED: Director Banton*  
*SECONDED: Director McNabb*

*THAT this correspondence be received.*

**CARRIED**

### **5. 2014-2018 REGIONAL DISTRICT FINANCIAL PLAN**

- a. **REQUEST FOR DECISION**

Bylaw No. F1109 – 2<sup>nd</sup> Reading of 2014-2018 Financial Plan

*MOVED: Director Osborne*  
*SECONDED: Director Cote*

*THAT the Board of Directors give second reading to Bylaw cited as '2014 to 2018 Financial Plan Bylaw No. F1109'.*

*MOVED: Director Cote*  
*SECONDED: Director Osborne*

*THAT the Board of Directors amend the Health Network portion of General Government Services, page 7 –as follows:*

<b>Budget Line</b>	<b>2014</b>	<b>2015</b>
<b>Line 2 – Committed surplus from prior</b>		<b>\$188,827</b>
<b>Line 13 – Coordinator</b>	<b>\$55,000</b>	<b>\$55,000</b>
<b>Line 14 – Labour &amp; benefits</b>	<b>\$16,000</b>	<b>\$16,000</b>
<b>Line 15 – Operating</b>	<b>\$82,000</b>	<b>\$117,827</b>
<b>Line 16 – Total Health Network costs</b>	<b>\$153,000</b>	<b>\$188,827</b>

**CARRIED**

MOVED: Director McNabb  
 SECONDED: Director Cote

THAT the Board of Directors amend the Grant in Aid to the Island Corridor Foundation, page 11 as follows:

<b>Budget Line</b>	<b>2014</b>	<b>2015</b>
<b>Line 2 – Tax requisition</b>	<b>\$0</b>	<b>\$44,924</b>
<b>Line 6 – Contribution from the City of Port</b>	<b>\$22,711</b>	<b>\$22,710</b>
<b>Line 7 – Contribution from the District of</b>	<b>\$5,498</b>	<b>\$5,497</b>
<b>Line 8 – Contribution from Area A – Bamfield</b>	<b>\$2,732</b>	<b>\$2,732</b>
<b>Line 9 – Contribution from Area D – Sproat Lake</b>	<b>\$7,423</b>	<b>\$7,422</b>
<b>Line 10 – Contribution from Area E – Beaver</b>	<b>\$3,126</b>	<b>\$3,125</b>
<b>Line 11 – Contribution from Area F – Cherry</b>	<b>\$3,439</b>	<b>\$3,438</b>

**CARRIED**

MOVED: Director Banton  
 SECONDED: Director McNabb

THAT the Board of Directors amend the Financial Plan page 20, line 15, Electoral Area “F” (Cherry Creek) Administration increasing the total to \$3,000.00 and line 2, tax requisition to \$101,940.00.

**CARRIED**

MOVED: Director McNabb  
 SECONDED: Director Osborne

THAT the Board of Directors amend the Alberni Valley Grants-in-Aid, page 26 as follows:

<b>Budget Line</b>	<b>2014</b>	<b>2015-2018</b>
<b>Line 2 – Tax requisition</b>	<b>\$11,607</b>	<b>\$8,000</b>
<b>Line 14 – Sproat Lake Marine Patrol</b>	<b>\$0</b>	<b>\$0</b>

**CARRIED**

MOVED: Director Myres  
 SECONDED: Director McNabb

THAT the Board of Directors amend the West Coast Emergency Planning budget, page 39 as follows:

<b>Budget Line</b>	<b>2014</b>
<b>Line 5 – Tax requisition, Area A, Bamfield</b>	<b>\$9,857</b>
<b>Line 15 – Emergency Planning Costs, Area A, Bamfield</b>	<b>\$10,000</b>

**CARRIED**

MOVED: Director Cote  
SECONDED: Director McNabb

THAT the Board of Directors amend the Sproat Lake Parks budget, page 69 as follows:

<b>Budget Line</b>	<b>2014</b>
<b>Line 8 – Capital fund contribution from operating</b>	<b>\$10,000</b>
<b>Line 10 – Labour &amp; related costs</b>	<b>\$5,000</b>
<b>Line 11 – Operating costs</b>	<b>\$42,000</b>

**CARRIED**

MOVED: Director Cote  
SECONDED: Director McNabb

THAT the Board of Directors amend the Sproat Lake Volunteer Fire Department budget, page 74 as follows:

<b>Budget Line</b>	<b>2014</b>
<b>Line 24 – Dry hydrants</b>	<b>\$30,000</b>
<b>Line 25 – Seismic upgrades</b>	<b>\$14,000</b>
<b>Line 26 – Training site upgrades</b>	<b>\$20,000</b>
<b>Line 28 – Total capital expenditures</b>	<b>\$64,000</b>
<b>Line 29 – Balance, end of year</b>	<b>\$681,462</b>

**CARRIED**

The main motion of 2<sup>nd</sup> Reading as amended was

**CARRIED**

**b. 2014 Alberni-Clayoquot Regional District Draft Requisition Summary**

MOVED: Director McNabb  
SECONDED: Director Kokura

THAT the Board of Directors of the Alberni-Clayoquot Regional District receive the 2014 Alberni-Clayoquot Regional District Draft Requisition Summary.

**CARRIED**

6. **ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director Osborne*

*THAT this meeting be adjourned at 7:45 am.*

**CARRIED**

Certified Correct:

---

Cindy N. Solda,  
Chairperson

---

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 February 2014. I have included an update on policing activities thus far in 2014 and a comparator to previous years.

During the month of February the Port Alberni Detachment received and responded to 852 calls for service. The following represents some of the calls for services received, investigations undertaken and activities of the RCMP during the month.

- February saw the Detachment investigate three serious offences, an armed robbery and two assaults with weapons (stabblings). All of these incidents, and an armed robbery from January, have led to charges and are currently before the courts.
- The Victim Services Unit assisted 38 new clients on 29 incidents. 9 of these files related to violence within relationships.
- Crime prevention and crime reduction efforts continued throughout February. During the month officers conducted 91 curfew checks, 20 foot patrols and 37 checks of licenced establishments.
  - The warrant initiative concluded in February. During the month long focus 55 warrants were executed. This represents approximately 70% of the warrants on file at the start of the month.
- Two initiatives focusing on traffic were instituted during the month:
  - The “slow down” campaign has proven to be very successful and has caught on in the community. The bright and reflective signs are seen throughout the community
  - A new initiative is “cell watch”. The programs focus is on use of electronic devices while driving. Any violations will result in a warning letter and is being completed largely through volunteers
- The Port Alberni Aboriginal Policing Section’s primary mandate is the proactive delivery of programming to First Nation communities. During February a number of initiatives were undertaken:
  - School Visitations included:
    - Reading to students
    - Participation in fitness a class
    - DARE
    - Campfire/wildfire awareness training
    - Bullying awareness and training
    - “Cyber-Cops Air Dogs” which is computer safety training for students. Local students were the first School age children in BC to receive this training
  - Planning is underway for additional car seat training
  - Participated in the NTC Mental Health Wellness panel discussion

## Detailed Crime - 2014 Year Review

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	43	50											93
Relationship Violence	9	9											18
Thefts	90	65											155
Break and enter	27	26											53
Mischief	32	35											67
Drugs	31	21											52
Provincial Traffic	62	82											144
Criminal Code Traffic	16	20											36
Motor Vehicle Inciden	26	40											66
Calls for Service	900	852											1752

## 6 Year Comparison

	2008	2009	2010	2011	2012	2013	2014	2015	Total
Assault	766	728	628	616	622	512			3872
Relationship Violence	222	175	158	112	140	87			894
Thefts	1508	1288	1159	1077	1124	961			7117
Break and enter	450	325	298	359	251	287			1970
Mischief	738	679	538	555	582	583			3675
Drugs	445	323	257	372	329	331			2057
Provincial Traffic	1212	1199	1211	1150	1042	1112			6926
Criminal Code Traffic	373	359	398	374	354	294			2152
Motor Vehicle Incidents	518	484	406	364	389	360			2521
Calls for Service	14340	12848	12077	12429	11790	11591			75075

### 2008 – 2013 Average

Assault	645
Relationship Violence	149
Thefts	1186
Break and enter	328
Mischief	612
Drugs	342
Provincial Traffic	1154
Criminal Code Traffic	358
Motor Vehicle Incidents	420
Calls for Service	12512

Insp Mac Richards  
OIC Port Alberni Detachment



Ottawa, Canada K1A 0E6

MAR 12 2014



Ms. Cindy N. Solda  
Chairperson  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, British Columbia  
V9Y 2E3

Dear Ms. Solda:

Thank you for your correspondence of February 3, 2014, regarding your support for the five Nuu-Chah-Nulth First Nations involved in *Ahousaht et al.*, also referred to as the T'aaq-wiihak Nations.

I appreciate hearing about your interest in this topic and receiving your input regarding the five First Nations' fishery and its role in your area. Both Fisheries and Oceans Canada and the T'aaq-wiihak Nations have learned greatly from the 2012 and 2013 salmon demonstration fisheries, and consultations and negotiations regarding possible 2014 opportunities are currently underway.

Thank you for taking the time to write.

Yours sincerely,

Gail Shea, P.C., M.P.

c.c.: The Honourable John Duncan, P.C., M.P.  
Vancouver Island North  
Mr. Randy Kamp, M.P.  
Parliamentary Secretary to the Minister of Fisheries and Oceans  
Dr. James Lunney, M.P.  
Nanaimo-Alberni



File: 11250-55/SI-5513

March 19, 2014

Chairperson Cindy N. Solda  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, British Columbia  
V9Y 2E3

Dear Chairperson Cindy N. Solda:

**Re: Salmon Beach Recreational Village – Request for Wendy Creek Bridge Repair**

Thank you for your letter dated March 5, 2014, regarding the potential replacement of the Wendy Creek Bridge (SI-5513) on Branch 4 of the Maggie Lake Forest Service Road (FSR).

At present, the section of FSR that encompasses SI-5513 is currently classified as an Environmental Maintained Forest Service Road (EMFSR), given that there are no industrial users with responsibility for maintenance on this section of road. EMFSRs are defined as roads that provide general access to Crown land, but may also provide access to a single year-round residence, seasonal access to private land or lot, isolated recreational residences, cabins, commercial operations, including designated or undesignated parks or recreation sites that have not been identified by the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) Recreation Sites and Trails staff to be “high value” Forest Recreation Sites and Trails or “important” Recreational Areas.

The MFLNRO’s maintenance activities and funding for this classification of FSR are limited to the mitigation of environmental and/or safety concerns, which does not include investments such as bridges and infrastructure. The most recent inspection of the bridge was conducted on August 27, 2013, and at that time, the structure did not pose an environmental and/or a safety concern.

I can confirm that an industrial user has applied for a road use permit on this section of road and once granted, this section would become an Industrial Use FSR. The road use permit holder’s obligations, among other conditions, would be to maintain the road and structures to a safe industrial standard while active. These obligations would include district manager approved measures to ensure the crossing can safely accommodate the intended load prior to industrial traffic crossing it.

Page 1 of 2

Ministry of Forests, Lands and  
Natural Resource Operations

South Island Natural  
Resource District

Location:  
4885 Cherry Creek Road  
Port Alberni BC

Mailing Address:  
4885 Cherry Creek Road  
Port Alberni BC V9Y 8E9

Tel: (250) 731-3000  
Fax: (250) 731-3010

Although I recognise the concerns raised regarding industrial traffic transiting through the Salmon Beach community, the MFLNRO does not have funding to replace SI-5513 at this time.

Should you wish to discuss this matter further, please contact Darryl Slater, Resource Manager, South Island Natural Resource District at 250-731-3015.

Thank you again for taking the time to apprise me of your concerns.

Yours truly,



Rhonda Morris  
District Manager  
South Island Natural Resource District

pc: Gino Fournier, Coastal Engineering Group Leader, MFLNRO  
Gary Johnsen, Toquaht Nation  
Andrew Yeates, District of Ucluelet  
Bob MacPherson, District of Tofino  
Charles McCarthy, Yuułu?i?ath Government  
Scott Fraser, MLA, Alberni-Pacific Rim  
Johnathan Tillie, Operations Manager, MOTI  
Ed Kleywegt, District Engineering Officer, MFLNRO

**From:** Island Coastal Economic Trust [<mailto:info@islandcoastaltrust.ca>]

**Sent:** Thursday, March 20, 2014 12:26 PM

**To:** Wendy Thomson

**Subject:** [Press Release] 'NAMGIS FIRST NATION AND VILLAGE OF ALERT BAY JOIN FORCES



## Press Release

### **'NAMGIS FIRST NATION AND VILLAGE OF ALERT BAY JOIN FORCES**

March 20, 2014

COURTENAY – The 'Namgis First Nation and Village of Alert Bay are joining forces to create an economic development plan to analyze, identify, and prioritize projects on Cormorant Island.

"Integrating economic development opportunities between both communities on Cormorant Island will help ensure vitality in the area," said ICET Chair Phil Kent. "The plan will address the needs of these communities and integrate what is happening in 'Yalis and Alert Bay with the larger Mount Waddington and Broughton Archipelago economy."

Island Coastal Economic Trust is contributing \$30,000 to the project, matching the \$10,000 grants provided by Village of Alert Bay, the 'Namgis First Nation and the Regional District of Mount Waddington.

"The support of Island Coastal Economic Trust is what makes this project possible," said 'Namgis First Nation Chief Bill Cranmer. "The consultation process will result in greater awareness of challenges and opportunities within the community, and that will help us all move forward effectively."

The economy of Cormorant Island is based on the supply of commercial and government services to the 1200 permanent residents of the region. The decline of the fishing industry has had a serious impact on the Island's economy and several major commercial buildings are unused or under-utilized. In 2009, 'Namgis First Nation unemployment levels reached 30 per cent, which resulted in a renewed focus on training and economic development.

The project will see an analysis of the local economy, including inventory and asset mapping. Community consultations with the Village of Alert Bay, the

'Namgis First Nation, and stakeholders will follow.

"The 'Namgis First Nation and Village of Alert Bay have had a formalized accord since 1999," said Village of Alert Bay Mayor Michael Berry. "We share many common goals, including that of creating long term employment opportunities, which is key for youth retention."

The Cormorant Island Economic Development Planning process is expected to get underway in early spring and should be complete by November.

### **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 \$47 million for over 100 economic infrastructure and economic development readiness 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)

-end-

### **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)

Adriana Pritchard, Deputy CAO  
Village of Alert Bay  
Tel. 250-974-5213  
[apritchard@alertbay.ca](mailto:apritchard@alertbay.ca)

Joseph Isaac, Economic Development Officer  
'Namgis First Nation  
Tel: 250-974-5556 Extension 3258  
[JosephI@namgis.bc.ca](mailto:JosephI@namgis.bc.ca)



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## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** March 26, 2014

**Subject:** Salmon Beach Proposal Recommendations

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### Recommendation:

*That the Alberni-Clayoquot Regional District Board of Directors award the following Salmon Beach services contracts:*

- 1. Equipment and Material Supply to Deer Bay Contracting for three (3) years ending March 31, 2017.*
- 2. External and Internal Road Grading contract to Deer Bay Contracting for three (3) years ending March 31, 2017.*
- 3. Solid Waste Hauling contract to Ucluelet Rent-it Centre for three (3) years ending March 31, 2017.*

### Summary:

The above listed contracts are due to expire on March 31, 2014. A Request for Proposals was advertised and closed on March 21, 2014.

#### **1. Equipment and Material Supply**

Staff received three proposals for the Equipment and Material Supply Contract. This contract is to supply equipment and material as required to Salmon Beach Village. Deer Bay Contracting proposed the lowest bids for equipment, material, mob and demob charges. Deer Bay held this contract since 2011 and has completed all work to the satisfaction of the Salmon Beach Committee.

#### **2. External and Internal Road Grading**

Staff received one proposal for the external and internal road grading contract. This contract is for the grading of external roads leading into Salmon Beach (approx. 6 kms) to be done 10 to 12 times per year, and internal roads (approx. 6 kms) to be done 1 to 2 times per year, as directed by the Salmon Beach Manager.

During the request for proposal process it was brought to our attention that the estimated distances of the road grading was inaccurate. Originally an estimate of 17 km was used. The distances were measured again and found to be approximately 12 km. All attendees of the

mandatory site meeting were advised of the corrected distances. This was done prior to the bid submission deadline.

Deer Bay Contracting submitted the only bid. Deer Bay has held this contract since 2011 and has completed the works to the satisfaction of the Salmon Beach Committee. Deer Bay's proposal was for \$1890.00 plus tax for external road grading and \$1350.00 plus tax for internal road grading. Costs are per occurrence. Previous contract (2012) was \$1722.57 plus tax for external road grading and \$1255.00 for internal road grading.

**3. Solid Waste Hauling**

Staff received one bid for the Solid Waste Hauling Contract. This contract is for the pickup and disposal of solid waste from Salmon Beach Village (which includes labour, equipment, and storage of empty bin). Pickups are as requested by the Salmon Beach Manager. Ucluelet Rent-it Center submitted the bid. They have held this contract since 2011 and completed the work to the satisfaction of the Salmon Beach Committee. The proposal was for \$375.00 per pickup. Previous contract (2012) was at a cost of \$345.00 per pickup.

**Background:**

All contractors have previously provided these services to Salmon Beach Village and are knowledgeable, dependable service providers. The current contracts expire March 31, 2014. These contracts will commence April 1, 2014 for a three year term ending March 31, 2017.

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

Staff time to prepare contracts. The Salmon Beach Committee and Salmon Beach Manager will implement the projects with oversight from the ACRD Manager of Environmental Services.

**Financial:**

The proposal amounts are within the amounts budgeted in the 2014 – 2018 Financial Plan.

**Policy or Legislation:**

The selection of the contractors for the work at Salmon Beached followed a competitive process, as per ACRD's purchasing policy.



Submitted by:

\_\_\_\_\_  
Andy Daniel, Manager of Environmental Services



Approved by:

\_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



## MEMORANDUM

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

**From:** Heather Dunn Junior Planner/Bylaw Enforcement Officer

**Date:** March 18, 2014

**Subject:** Alberni Valley Regatta Association request for a Noise Exemption from Noise Bylaw R1024.

### Background

The Alberni Valley Regatta Association has requested a noise exemption from Bylaw R1024 during a Regatta to be held on Sproat Lake July 17 – 19, 2014. The noise exemption is requested from 9am to 5pm each day. It is anticipated that the regatta will include races and demonstrations from the following types of boats: speed boats, dragon boats, canoes, puddle ducks, and paddleboards.

The Alberni Valley Regatta Association provided letters of support for their event including letters from the Alberni Valley Chamber of Commerce, the City of Port Alberni and other residents of the area.

Section 7 of the "Sproat Lake Noise Control Bylaw No. R1024, 2013" allows the Board of Directors of the Regional District, by resolution to grant a permit for a race, regatta or special event, therein providing exemption from the provision of this Bylaw.

The Regional District posted an advertisement in 'Alberni Valley News' on February 20<sup>th</sup> and in the 'Alberni Valley Times' on February 20<sup>th</sup> & February 25<sup>th</sup> requesting public input. One supportive response was received on March 11<sup>th</sup> from the City of Port Alberni. No other responses were received by the March 18<sup>th</sup> deadline.

The Regional District has requested that the Alberni Valley Regatta Association gain support from local First Nations prior to the event.

### Recommendation

The Board pass a resolution to grant a permit for a special event as per Section 7 of the "Sproat Lake Noise Control Bylaw No. R1024, 2013".

Reviewed By:

Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Board of Directors

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

**Date:** March 20, 2014

**Subject:** Plan to address Water Quality Advisory in the Bamfield Water System

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### Recommendation:

**That the Board of Directors of the Alberni Clayoquot Regional District endorses the plan to address the disinfection byproducts in the Bamfield Water System for a total estimated cost of \$168,500 by proceeding with:**

1. Relocating the water intake
2. Reducing the age of the water
3. Reducing the amount of chlorine
4. Monitoring the Sugsaw Lake watershed
5. Performing Pilot Testing

**As outlined in the Manager of Environmental Services report dated March 20, 2014.**

### Background:

Currently, the water system has higher levels of levels of Trihalomethanes (THM's) than recommended under the Canadian Drinking Water Guidelines. The Sugsaw Lake source is high in organics and color and the THM byproduct is created by the necessity of adding chlorine to treat the water and low water demands which keep the water in contact with the chlorine for extended periods.

Due to these higher levels discovered through monitoring Island Health issued a Water Quality Advisory to inform the users. Island Health has stated that the levels of disinfection byproducts are less hazardous than not adding chlorine to the drinking water, but still need to meet the Canadian Drinking Water Guidelines.

The Bamfield Water Committee supports the following plan and has directed staff to proceed with the goal of improving the water quality and lowering the byproducts.

### Summary:

The ACRD has consulted with Island Health and Koers & Associates Engineering Ltd. for options to reduce or eliminate these byproducts in the drinking water and have created a short and long term plan.

### **Short Term Plan:**

1. Investigate relocating the water intake at Sugsaw Lake by installing buoys at preferred locations and performing routine water testing to determine where the best practical source intake exists. The current location of the intake is at the south end of the lake in a shallow area and monitoring potential intake locations may assist with finding better water quality. If a better location is found, engineering requirements and costs will be investigated to extend the intake to that area. The total cost for testing is approximately \$3,000, which includes the anchor and buoy installation, sampling instrument, boat and lab fees. The preliminary estimate to extend the intake line is \$50,000.
2. Reducing the age of the water by lowering the amount of time that the chlorine has to react with the organics. To reduce the age of the water during the winter months the operation will be adjusted to utilize only one reservoir or adjusting the float refill levels, this will cost approximately \$1,500. Also, on the west side two artificial demand stations are being installed to keep water flowing through the mains for approximately \$10,000.
3. Investigate reducing the amount of chlorine being added to the water to reduce disinfection byproducts. With consultation from Island Health and Koers Engineering Ltd. the amount of chlorine added may be reduced. A compromise with this reduction may be to increase bacteriological testing to ensure adequate disinfection. Engineering consultation and sample test costs are approximately \$1,500.
4. Monitoring Sugsaw Lake watershed for increases or changes in organics and color to understand the trends over time. This will create a baseline and if any increases are found in the future the source will be investigated and can be linked to the influence. If it is caused by human influence (example logging or road building) we will work with all partners in the watershed to address the cause. Estimated costs are approximately \$2,500.

### **Long Term Plan:**

5. In order to ensure the reduction of THM's and meet Island Health's treatment regulations a long term solution is required. The most efficient method used in other communities with similar source water challenges is pilot testing for designing a water treatment plant. This would begin once all the short term adjustments are made so the testing is representative of the improvements. A pilot testing program estimate was provided by Koers & Associates Engineering Ltd. in 2013 for a cost of \$88,200 and a recommended budget of \$85,000 to \$90,000. This has been increased to \$100,000 to accommodate potential price increases in 2014.
6. Following the determination of the most efficient treatment method a water treatment plant would be designed, tendered and constructed to address all water quality issues and meet the increasing regulations from Island Health. Likely the recommended treatment method will be either a Membrane or Dissolved Air Flotation plant. Both these plants remove the organics and color before the addition of chlorine, thereby reducing the formation of disinfection byproducts and meeting Island Health's 4-3-2-1 required for surface sources. A new Dissolved Air Flotation water treatment plant was identified in Koers & Associates Engineering Ltd. Bamfield Water

Report estimated at \$1,200,000. The cost of either style of plant is substantial and grant support from senior government will be explored.

**Financial**

The Board has allocated \$482,851 of Gas Tax money to the Bamfield Water System of which \$38,107 was utilized in 2013 and \$168,500 is to be spent on this proposal leaving \$276,244 for a permanent solution.

**Timeline**

1. The Sugsaw Lake intake testing will be occurring immediately and continuing monthly until the final location is chosen. Construction of the new intake is foreseen to occur in the fall when consumption levels decline.
2. Installation of the auto flushers and controls is anticipated to happen in early April.
3. Consultation with VIHA will occur in April and a reduction in the addition of chlorine should follow.
4. Watershed monitoring will start in April.
5. Pilot testing can begin after all the short term projects are completed with the anticipated start during the 2014-15 winter season.
6. The design, tendering and construction of a water treatment plant would be in 2015 – subject to securing funding.

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

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



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Teri Fong, CGA, Manager of Finance

**Meeting Date:** March 26, 2014

**Subject:** F1110 Beaver Creek Water System Service Area Rates & Regulation Bylaw

**Recommendation:**

That the Alberni-Clayoquot Regional District Board of Directors give four readings to the bylaw cited as “Beaver Creek Water System Service Area Rates and Regulations Bylaw No. F1110, 2014 ”.

**Desired Outcome**

To establish new water rates for the Beaver Creek Water Service Area that will raise the required revenues for 2014, while ensuring greater water conservation.

**Background:**

Water rates are to be the source of income for operation and maintenance costs. Despite realizing savings in the administration and operation of the water system, additional costs for the proposed city connection and improved levels of water treatment will result in costs to be transferred to the water users through higher rates. Staff initially proposed a \$12 per month increase to user fees to the Beaver Creek Water Advisory Committee based on the operating cost projections for the next couple of years. The Advisory recommended an \$8 per month increase and recognizes the fact that this may need to be increased again next year in order to meet the operational costs but did not want to increase rates any higher than necessary to fund the current year’s budget. Based on the Advisory’s recommendation, the basic charge per month will be increased as follows:

***Basic Charge Per Month***

<b>Classification</b>	<b>Current</b>	<b>Proposed</b>
Single Family Residential	\$35	\$43
Each Additional Water Use on Same Lot	\$42	\$50
Trailer Courts Each Unit	\$42	\$43
Commercial	\$42	\$50

In addition to an increased basic monthly charge staff also proposed to the Advisory Committee a declining consumption limit over the next three years to encourage greater water conservation. These limits were supported by the Committee. Consumption in excess of the following limits will be charged \$2 per cubic meter:

**Consumption Limits Per Month**

Effective	Cubic Meters
Current	55
April 2014	45
April 2015	41
April 2016	36

The proposed rate increases were presented to the public in the January newsletter that is mailed out with the quarterly invoices and was also discussed at the Beaver Creek Financial Plan meeting held on March 3<sup>rd</sup>.

**Summary:**

This bylaw was drafted using the existing rate and regulation template that the Regional District has in the Bamfield Water System bylaw but then ensured that all relevant requirements in the three former Beaver Creek Improvement District bylaws, that are proposed to be repealed, were also included. Besides the rates there are no operational changes from the former bylaws to the proposed bylaw with the exception of the removal of the shut on/off fee for owners who required repairs on private property as recommended by the Manager of Environmental Services. This adjustment was made to encourage residents to request the Maintenance Staff shut on/off the meters instead of avoiding the fee and performing the function themselves which in turn compromises the system.

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

A considerable amount of staff time has been spent evaluating the future operating costs of the Beaver Creek Water System and the resulting effects on the rates. Once this bylaw has been adopted, minimal staff time will be required to implement the rate changes.

**Financial:**

It is anticipated that these changes will result in increased water toll revenue of approximately \$105,000. The exact impact on revenue cannot be determined as consumption fluctuates and the impact of the decreasing consumption thresholds and resulting conservation is unknown.

**Policy or Legislation:**

Section 363 of the Local Government Act allows the imposition of fees and charges to recover the cost of a service.



Submitted by: \_\_\_\_\_  
Teri Fong, CGA, Manager of Finance



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



Regional District of Alberni-Clayoquot

## Bylaw F1110

### A Bylaw of the Regional District of Alberni-Clayoquot to establish Rates and Regulations for the Beaver Creek Water System Local Service Area

---

**WHEREAS**, the Regional District Board has established, operates and maintains the Beaver Creek Water System as described in Bylaw No. E1054 cited as, “Beaver Creek Water System Local Service Area Establishment, 2012”;

**AND WHEREAS**, it is deemed necessary and expedient that provisions be made for the regulation and management of the water system and for terms and conditions upon which water services shall be provided and to establish rates and charges for such services;

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

#### 1. INTERPRETATION

1.1 In this bylaw, unless the context requires otherwise:

“Connection” means a water connection at the owner’s property line for the purpose of conveying water to the said customer, and will include a water meter and a shut-off valve that shall be the property of the Regional District, Beaver Creek Water System.

“Consumer Unit” shall be defined as follows:

- a. An independent residential dwelling unit including, but not so as to restrict the generality of the foregoing, a detached dwelling house, a basement or other independent dwelling unit contained in a detached dwelling house, each dwelling unit of a duplex or other multiplex, each dwelling unit of an apartment building, and each unit in a mobile home park;
- b. An independent commercial unit including, but not so as to restrict the generality of the foregoing, a detached commercial building, each independent commercial unit of a duplex or other commercial multiplex, and each commercial unit of an office building proved that each such commercial unit has water supplied to it from the Beaver Creek Water System for the exclusive use of the occupants of such commercial unit and their customers;
- c. Any other structure requiring water.

“Regional District” means the Regional District of the Alberni-Clayoquot, the Regional District Board or persons duly authorized to represent the Regional District Board in respect of this Bylaw.

“Water System” means the Beaver Creek Water System of the Alberni-Clayoquot Regional District.

“Works” includes anything capable of or useful for diverting, storing, measuring, or conveying, conserving, retarding, confining or using water.

## **2. SERVICE CONNECTIONS**

- 2.1 The type and size of service connection and the arrangement of valves and other appurtenances required to regulate the water shall be specified in writing by the Regional District.
- 2.2 Applications for the installation and connection of a water service shall be made to the Regional District, and shall be made in the form of Schedule “A” of this Bylaw and shall be accompanied by the proper fee enumerated on Schedule “B” of this Bylaw. Each application, when duly signed by the potential customer, shall be an agreement whereby the customer agrees to abide by the terms and conditions of the Bylaw.
- 2.3 Where an applicant for a water service requires a quantity, pressure or type of service in excess of that which can be supplied from the Works of the Water System, the Regional District may require the said applicant to pay for all or part of any Works considered necessary to augment system capacity in order to meet the water requirements. Alternatively, the said applicant may be required to make a capital contribution towards the future provision of such works. Applicants considered under this section may be required to enter into a formal agreement with the Regional District regarding the special terms and conditions under which water is supplied.
- 2.4 Where an applicant may require an additional Connection on their current lot for a separate Consumer Unit, the subsequent Connection requires approval from the Regional District. Each additional Connection shall be charged the higher rate as classified on Schedule “B” of this Bylaw.
- 2.5 Where an applicant may require an additional Consumer Unit be added to an existing Connection the owner must inform the Regional District of this additional use. Each additional Consumer Unit shall be charged the higher rate as classified on Schedule “B” of this Bylaw and the consumption thresholds will be increased accordingly.
- 2.6 Immediately after the completion of any Works, and before such Works or any part thereof has been covered or concealed, the Regional District shall be notified that such works are ready for inspection. The Works shall not be covered until they have been inspected, tested under pressure, and accepted in writing by the Regional District.

**3. TURN OFF AND TURN ON**

- 3.1 Consumers who wish to have their water service discontinued for a period of time greater than one (1) month shall contact the Regional District office. The service shall be cut off upon the availability of the Maintenance Technician(s). Before the service is again renewed, the tenant or occupant shall pay to the Regional District the prescribe re-connection charge as invoiced for the renewal of the service as enumerated on Schedule “B” of this Bylaw.
- 3.2 Consumers who require to have their water service shut off for their needs including repairs or maintenance shall contact the Regional District office with as much notice as possible. There will be no re-connection charge applied as long as it is during normal working hours. If it does not occur during regular working hours the re-connection fee will be applicable as enumerated on Schedule “B” of this Bylaw.

**4. RIGHT OF ACCESS**

- 4.1 The Regional District shall have right to access to all parts of a person’s property of premises at all reasonable hours for the purpose of inspecting or testing any works, fittings or appliances related to the use of water, or the purpose of installing, removing, reading or inspecting meters.
- 4.2 No person shall obstruct or prevent the Regional District from carrying out any of the provisions of this Bylaw.

**5. BEAVER CREEK WATER SYSTEM WORKS**

- 5.1 No person except Regional District Maintenance Technician(s) or their designate shall open, shut, adjust, or draw water from or tamper with any of the Water System Works.
- 5.2 No person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-cock or other fixture connected with the Water System Works, and should any person so obstruct access to any said fixture by allowing accumulation of surface water around to or by placing thereon or near thereon any structure or material, the Regional District may remove such obstruction at the expense of the offending person.
- 5.3 When a landowner requests that any of the Water System Works situated within an easement in favour of the Regional District, Beaver Creek Water System be moved or relocated, the entire cost of moving or relocating the said works shall be borne by the landowner unless other arrangements are agreed upon in writing by both parties.

### **Location and Alignment**

- 5.4 No person, organization or authority shall install any utility or other material longitudinally or crossing the existing Water System infrastructure at less than one (1) meter separation.
- 5.5 Or where Section 5.4 is not possible or practical written specifications and permission must be obtained from the Regional District before proceeding with any installation. Costs to produce specifications will be borne by the applicants.
- 5.6 In Accordance with the Ministry of Health requirements no storm or sanitary sewer is to be constructed within 3.0 meters of a watermain, nor within 0.45 meters vertical clear separation at sewer cross-unders without the written permission of the Public Health Engineer.

### **6. WORKS ON PRIVATE PROPERTY**

- 6.1 No person to whose premises water is supplied shall make, or permit to be made, any additional Connection to his/her service of either temporary or permanent nature, for the purpose of supplying water to another building, or house trailer on his/her or any other property without permission of the Regional District.
- 6.2 No person shall interconnect any portion of Works on private property which are supplied by the Water System with an external source of water such as a well.
- 6.3 To prevent backflow and cross contamination to the Water System the owner of the private property shall install and maintain an approved Canadian Standards Association (CSA) back flow preventer device on every cross-connection as per the most current BC Building Code requirements.
- 6.4 No change or addition to the number or type of fixtures on a premise, for the purpose of expanding a commercial or industrial enterprise, shall be made until notice thereof has been given in writing to the Regional District and written permission therefore obtained. Any extra charge or higher charge payable due to the change or addition shall be paid before the change or addition is commenced.
- 6.5 No person shall use or permit the use of any pump or other device for the purpose of, or having the effect of, increasing the pressure in any pipe without the written permission of the Regional District, whether such pipe forms part of the Water System Works or of the works on the said person's premises. The Regional District may, without notice, discontinue service to any person employing such pump or other device.

- 6.6 No device designed to introduce another substance into the water in the Connection between the building and the water supply main shall be installed without written permission of the Regional District who, in consultation with the Health Inspector, shall insure that the device is so designed and installed that such substance cannot be introduced into the Water System Works.
- 6.7 The property owner shall be responsible for the safe-keeping, maintenance, repair and replacement of all service pipes and plumbing systems from the outlet of the Water System's curb stop or standard waterworks valve at his/her property line and shall protect them from frost or other damage, and shall promptly repair frozen, leaky or imperfect pipes or fixtures.
- 6.8 No reduction in rates shall be allowed on account of any waste of water unless the Regional District are satisfied that such waste arose from an accident to the pipes or fittings on the consumer's premises arising from some cause beyond his/her control and that the consumer used all reasonable diligence to stop such waste.

## **7. WATER USE REGULATIONS**

- 7.1 Where, in the opinion of the Regional District, the quantity of water being used or the rate which it is being used from time to time, through any service is in excess of that contracted for or otherwise considered adequate, the Regional District may take such measures as are considered necessary to limit the supply to said service. These measures may include the installation of a meter, partially closing the controlling curb stop or standard waterworks valve, regulating the rate and time at which water may be used, and establishing special charges for water used in excess of a stipulated quantity or rate. The cost of any measured deemed necessary by the Regional District under this section shall be paid by the owner or owners concerned.
- 7.2 The Regional District may limit the amount of water used by any service in the interests of efficient operation of the Water System works and equitable distribution of water.
- 7.3 The Regional District does not guarantee a specific pressure or a continuous supply of water quality to meet the special requirements of individual users. The right is reserved to interrupt water service at anytime for the purpose of making repairs or alterations to the works. If the service is to be interrupted for non-emergency work for more than 4 consecutive hours, due notice shall be given to those users affected.

## **8. METERS**

- 8.1 Unless determined otherwise by the Regional District, all commercial, industrial and institutional consumers with a service Connection shall install a water meter complete with bypass and isolation valves in a location easily accessible to the Regional District for inspection and reading the meter. If a building or structure exists at the location where the meter is to be installed, the property owner shall be responsible for constructing and maintaining the meter vault in accordance with the standards issued by the Regional District's Consulting Engineer.

### **Meter Size and Supply**

- 8.2 The Regional District shall determine the size of meter required and shall supply and install the meter.

### **Operation Bypass**

- 8.3 No person shall in any way tamper with, operate or remove the water meter or sealed bypass valves after installation without first obtaining the permission of the Regional District.

### **Meter Ownership**

- 8.4 All meters shall be the property of the Regional District, Beaver Creek Water System.

### **Water Restrictions**

- 8.5 No owner or occupant of any premises supplied with water by the Water System shall sell, dispose of, or give away water, or permit the same to be taken away or applied for the benefit of other persons or premises, except by permission of the Regional District.
- 8.6 No person shall use any service as motive power for the purpose of operating machinery without permission of the Regional District, who may terminate without such permission at any time.
- 8.7 The Regional District may at any time introduce regulations restricting the use of water for sprinkling or any other purposes. Upon receiving due notice of such restriction, no person shall use water for the purpose forbidden by, or in excess of the limits imposed by, such restrictions. Due notice of restrictions shall be given either by publication in a newspaper, circulating within the Service Area by mail, or by posting notices at prominent locations in the community.

- 8.8 Notwithstanding the lack of, or limited form of, sprinkling regulations as hereinbefore proved, no person shall, without permission of the Regional District.:
- a. Use water for sprinkling in excess of reasonable requirements;
  - b. Use more than two outlets at one time for sprinkling purposes, neither or which said outlets shall exceed 13 millimeters (1/2") in internal diameter;

**9. BILLING AND PAYMENT**

- 9.1 The several rates and charges enumerated in Schedule "B" of this Bylaw are hereby imposed and levied for water services supplied by the Regional District, Beaver Creek Water System. Rates and charges for Trailer Courts will be billed monthly and shall be due and payable no less than thirty (30) days after the issuance of the bill. Rates and charges for all other classifications shall be billed quarterly and shall be due and payable on the due date stated on the invoice, no less than thirty (30) days after the issuance of the bills.
- 9.2 The basic monthly charge is billed at the start of each billing period, whereas the overages of the consumption thresholds are billed in the next billing period based on the meter reads.
- 9.3 The Regional District may assess an interest rate of 2% on outstanding rates and charges, from the prior period, which are overdue.
- 9.4 The rates and charges specified in Schedule "B" and any assessed interest charges on the outstanding balance are due and payable by December 31<sup>st</sup> of each year and if unpaid on that date shall be deemed to be taxes in arrears and shall be so entered on the tax roll by the Surveyor of Taxes.

**10. WATER SYSTEM OWNERSHIP**

- 10.1 All water pipes, Connections, appurtenances of facilities required for water distribution in public highways, or within Beaver Creek Water System Service Area rights-of-ways or property, shall be the property of the Regional District.

**11. PENALTIES**

- 11.1 Any person who shall install, place or maintain in any premises any water Connection, fixture or fitting not in accordance with the requirements of this Bylaw shall be guilty of an infraction thereof.

- 11.2 The Regional District may, on written notice, turn off the supply of water to any persons in default of the requirements of this Bylaw. The person shall not be entitled to receive any further water from the Water System until such person has remedied the default. It shall be unlawful for any person whose water has been turned off, pursuant to this section, to turn such water on again or take any water from the Water System works until such time as the Regional District again turns on the water.
- 11.3 No occupier of land will cause, suffer or allow irrigation water to flow onto or to be released on or to be used on the land which he/she occupies or any part of such land, unless the water is being lawfully supplied to such land in accordance with the provisions of this bylaw.
- 11.4 Every person who offends against any of the provisions of this Bylaw or suffers or permits any act or thing to be done in contraventions of or violation of any of the provisions of this Bylaw, or neglects to do or refrains from doing anything required to be done under this Bylaw or who does any act or thing which violates any of the provision of this Bylaw, shall be deemed to have committed an offence under this Bylaw shall be liable on summary conviction to penalty in accordance with the *Offence Act*.

**12. CITATION**

- 12.1 This Bylaw may be cited for all purposes as the “Beaver Creek Water System Service Area Rates and Regulations Bylaw No. F1110, 2014”.

**13. REPEAL**

- 13.1 The following Beaver Creek Improvement District bylaws are hereby repealed effective March 31, 2014:
- a. Bylaw No. 217 being “Water Distribution Regulation Bylaw”
  - b. Bylaw No. 230 being “Connection Charge Fee (2010) Bylaw”
  - c. Bylaw No. 235 being “2012 Tolls and Charges Bylaw”



Schedule “A”

**Beaver Creek Water System Application for Water Service**

<b>Application Date:</b>	
<b>Name of Owner(s)</b>	
<b>Telephone #:</b>	
<b>Mailing Address:</b>	
<b>Service Address:</b>	
<b>Legal Description:</b>	

I/we, being the registered owner or purchaser of the lands and premises described as above hereby apply to the Alberni-Clayoquot Regional District for a supply of water through a connection to the works operated, maintained or controlled by the Alberni-Clayoquot Regional District.

What purpose do you require water service for:

Single Family Residential	<input type="checkbox"/>	Business	<input type="checkbox"/>
Multi-Family Dwelling	<input type="checkbox"/>	Farm	<input type="checkbox"/>

The following information is required to properly size the water service:

# of Consumer Units	_____	Sinks	_____
Showers/Bathtubs	_____	Hose bibs	_____
Washers	_____	Dishwashers	_____
Toilets	_____		

Do you intend to install a firefighting system:  
 (If yes please provide design specifications)

Yes  No



## Schedule “B”

### Beaver Creek Water System Rates and Charges

#### **1. WATER METER RATES**

- a. All metered accounts are subject to the following basic charge per month:

<b>Classification</b>	<b>Rate</b>
Single Family Residential	\$43.00
Each additional water use on same lot	\$50.00
Trailer Courts each unit	\$43.00
Commercial	\$50.00

- b. An additional charge of \$2 per cubic meter (m<sup>3</sup>) per month shall be calculated on consumption that exceeds the following thresholds:

<b>Effective Date</b>	<b>Cubic Meters</b>
April 2014	45
April 2015	41
April 2016	36

- c. If a meter fails to register or to properly indicate the flow of water, consumption will be estimated and billed based on the average previous consumption. This estimate will take into account seasonal variations and other factors, such as ownership changes, that may affect the consumption of water.
- d. The Alberni-Clayoquot Regional District reads the meters once every quarter. If access is not provided to the meter during the regular quarterly readings, return visits to read meter are \$25.00 per call.

#### **2. CONNECTION CHARGES**

- a. Water Connection & Meter - \$3,800 per lot or cost of construction as determined by the Regional District, whichever is larger.  
If a Connection requires a line extension the cost of this construction is to be paid by the applicant.
- b. Re-connection - \$50.00 for each turn on of water service.



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Teri Fong, CGA, Manager of Finance

**Meeting Date:** March 26, 2014

**Subject:** 3<sup>rd</sup> Reading and Adoption of 2014-2018 Financial Plan

**Recommendation:**

**That the Board of Directors give third reading to Bylaw cited as ‘2014 to 2018 Financial Plan Bylaw No. F1109’. (Prior to voting on third reading Directors are asked to make any motions to amend and then vote on third reading as amended. Five proposed amendments are as follows:)**

1. **That the Board of Directors amend the Grant in Aid to the City of Port Alberni for Economic Development, page 10 –as follows:**

Budget Line	2014
Line 2 – Tax requisition	\$26,333
Line 10 – Contribution for Area D – Sproat Lake	\$6,000

2. **That the Board of Directors amend the Long Beach Airport capital budget, page 37 as follows:**

Budget Line	2014
Line 48 – Apron III crack sealing	\$0
Line 52 – Flightway clearing	\$40,000

3. **That the Board of Directors amend the Bamfield Water System budget, pages 48 & 49 as follows:**

Budget Line	2014
Line 12 – Engineering & consulting	\$15,000
Line 15 – Materials & repairs/maintenance	\$47,284
Add a new line after Line 31 – Water treatment pilot	\$100,000
Line 32 (changed to 33) – Total capital expenditures	\$544,744
Line 33 (changed to 34) – Balance, end of year	\$201,182

4. **That the Board of Directors amend the Sproat Lake Community Parks budget, pages 69 as follows:**

Budget Line	2014
Line 2 – Tax requisition	\$62,266
Line 5 – Other income	\$3,000
Line 11 – Operating costs	\$50,000

5. That the Board of Directors amend the Beaver Creek Water System budget, pages 84 to 87 as follows:

Budget Line	2014
Line 2 – Parcel tax	\$242,998
Line 12 – Capital fund contribution from operating	\$252,998
Line 43 – Contribution from operating fund	\$242,998
Line 55 – Balance, end of year	\$168,405

After final amendments vote on third reading as amended.

That the Board of Directors adopt the Bylaw cited as '2014 to 2018 Financial Plan Bylaw No. F1109'.

**Summary:**

Attached separately is the draft for third reading and adoption of the Financial Plan for 2014-2018 for the Regional District that will be considered at the March 26, 2014 Board of Directors meeting. This is the final stage of the 2014 budgeting process and this draft has not only been presented to the Board but has also been presented to the public in various meetings throughout the Regional District. Presentations have been made to the councils of the City of Port Alberni and the District of Tofino as well as public meetings in the electoral areas of Bamfield, Sproat Lake and Beaver Creek. The tax requisition of the proposed budget is \$3.7 million, which is 0.38% higher than the prior year. A comparison of the residential tax rates has also been provided for your information at the end of this memo.

The following is a description of the rationale behind the presented amending motions that have been requested at the start of this report:

- **Grants-in-aid Economic Development –**
  - Line 6 - the contribution from Huu-ay-aht First Nations has been included at \$2,000 but is subject to approval by their government. Direction is requested from Director Jack if this amount is to be changed.
  - Line 10 – the contribution from Sproat Lake was discussed at the Sproat Lake Community Association Annual General Meeting held on March 17<sup>th</sup> and support was given to increase the area’s contribution to \$6,000. A motion to this effect is proposed in 2. above.
- **Long Beach Airport**, page 37 – Initial investigation has been undertaken by the Airport Superintendant as part of the airport Obstacle Limitation Surface maintenance required and a budget adjustment is requested as a result. It has been determined that the extent of the work required to re-establish sight lines on the approach and departure of Runway 11-29 is much larger than initially anticipated. Therefore, staff recommends that the crack sealing of Apron III is postponed and the funding be reallocated to the flightway clearing project. A motion to this effect is proposed in 3. above.
- **Bamfield Water System**, page 48 – The Manager of Environmental Services requests that additional \$10,000 of operating funds be allocated to engineering services to help develop solutions to address the trihalomethane (THM) levels that have resulted in Island Health issuing a Water Quality Advisory for the service. The Bamfield Water System Advisory Committee

supports this recommendation. The Manager of Environmental Services also recommends a \$100,000 pilot project for water treatment be included in the Plan. Although the hope is to utilize the Gas Tax Funding available to the service it is unknown at this time if the grant can be used for such a project. The Advisory Committee is aware of the project and supportive of it being done if funded from the grant but would like to consider it further if the capital reserve fund is to be utilized. Therefore staff recommends including it as a capital expenditure in 2014 to enable the project to proceed. A motion to this effect is proposed in 4. above.

- **Sproat Lake Community Park**, page 69 – Director Cote has been working with the Sproat Lake Parks Commission to develop a plan for the Cougar Smith Bike Park. It has been identified that an additional \$8,000 needs to be allocated in the operating expenditures for repairs and upgrades to the bike park. To offset this cost the water pump that is in longer required at Cougar Smith Park has been sold to Salmon Beach Water for \$3,000. A motion to reflect the increase is proposed in 5. above.
- **Beaver Creek Water System**, page 84 to 87 – A parcel tax audit was performed by staff earlier this year and then the parcel tax review process was undertaken resulting in 38 parcels being added to the water system’s roll. As a result, an adjustment of \$9,044 needs to be made to recognize the increased revenue that has resulted from the additional parcels. In total there are now 1,021 active parcels in the service area. A motion to this effect is proposed in 6. above.

Submitted by:   
Teri Fong, CGA, Manager of Finance

Approved by:   
Russell Dyson, Chief Administrative Officer

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
2014 RESIDENTIAL TAX RATE & PARCEL TAX SUMMARY  
BASED ON THIRD READING**



**2014 Estimate Based on**

<u>MUNICIPALITIES - RESIDENTIAL TAX RATES</u>	<u>2014</u>	<u>2013</u>	<u>% Change</u>	<u>\$200,000 Assessed Value</u>
CITY OF PORT ALBERNI	0.294	0.264	11.43%	58.84
DISTRICT OF TOFINO	0.430	0.433	-0.85%	85.94
DISTRICT OF UCLUELET	0.423	0.441	-4.07%	84.63
Yuufu?i?at? GOVERNMENT	0.120	0.092	29.94%	24.03
HUU-AY-AHT FIRST NATIONS	1.114	0.092	1105.16%	222.86
UCHUCKLESAHT TRIBE GOVERNMENT	0.133	n/a	n/a	26.51
<u>ELECTORAL AREAS - RESIDENTIAL TAX RATES</u>	<u>2014</u>	<u>2013</u>	<u>% Change</u>	
ELECTORAL AREA 'A' - BAMFIELD	1.101	0.967	13.93%	220.26
ELECTORAL AREA 'B' - BEAUFORT	0.752	0.754	-0.28%	150.38
ELECTORAL AREA 'C' - LONG BEACH	0.825	0.940	-12.19%	165.05
ELECTORAL AREA 'D' - SPROAT LAKE	0.800	0.819	-2.29%	160.07
ELECTORAL AREA 'E' - BEAVER CREEK	0.880	0.889	-1.06%	176.01
ELECTORAL AREA 'F' - CHERRY CREEK	0.908	0.830	9.36%	181.60
<u>SPECIFIED AREAS - RESIDENTIAL TAX RATES</u>	<u>2014</u>	<u>2013</u>	<u>% Change</u>	
A - BAMFIELD FIRE PROTECTION	0.877	0.924	-5.07%	175.45
A - BAMFIELD COMMUNITY PARK	0.052	0.069	-24.72%	10.42
C - SOUTH LONG BEACH FIRE PROTECTION	0.392	0.317	23.65%	78.47
C - SOUTH LONG BEACH STREET LIGHTING	0.023	0.025	-7.05%	4.64
<u>SERVICE AREA - RESIDENTIAL TAX RATES</u>	<u>2014</u>	<u>2013</u>	<u>% Change</u>	
E - GRANVILLE ROAD FIRE PROTECTION	0.754	0.774	-2.55%	150.81
E - ARVAY ROAD STREET LIGHTING	0.335	0.422	-20.60%	67.02
D - SPROAT LAKE FIRE PROTECTION	0.458	0.544	-15.80%	91.56
D - SPROAT LAKE COMMUNITY PARK	0.086	0.089	-3.41%	17.24
B - MOUNTAIN RANCH ROAD FIRE PROTECTION	0.754	0.774	-2.57%	150.84
E - BEAVER CREEK FIRE PROTECTION	0.754	0.770	-2.14%	150.79
F - FRANKLIN RIVER ROAD FIRE PROTECTION	0.200	0.208	-4.13%	39.93
<u>PARCEL TAXES PER PARCEL</u>	<u>2014</u>	<u>2013</u>	<u>% Change</u>	
A - BAMFIELD WATER SYSTEM	237.39	237.39	0.00%	
C - SLB MULTI-PURPOSE PATH CONTR.	66.85	69.28	-3.51%	
C - SALMON BEACH SEWER	141.04	135.68	3.96%	
C - SALMON BEACH SECURITY	71.16	100.19	-28.97%	
C - SALMON BEACH GARBAGE	51.99	64.52	-19.42%	
C - SALMON BEACH RECREATION	55.45	59.96	-7.52%	
C - SALMON BEACH TRANSPORATION	340.39	324.92	4.76%	
C - SALMON BEACH WATER	31.53	30.91	2.00%	
D - SPROAT LAKE COMMUNITY ASSOC.	11.53	11.53	0.00%	
C - SALMON BEACH POWER	243.64	246.76	-1.27%	
E - BEAVER CREEK WATER SYSTEM	238.00	238.00	0.00%	
CITY OF PORT ALBERNI ARENA	27.42	27.26	0.61%	
D - SPROAT LAKE ARENA	28.50	27.67	2.99%	
E - BEAVER CREEK ARENA	27.25	27.42	-0.60%	
F - CHERRY CREEK ARENA	27.40	27.61	-0.77%	



**Development Variance Application**

**DATE:** March 14, 2014

**ACRD FILE NO.:** DVE14001

**APPLICANTS:** Jerry & Sharanne Gaiga (Agent – Rob Howat)

**LEGAL**

**DESCRIPTION:** LOT 2, DISTRICT LOT 22, ALBERNI DISTRICT, PLAN VIP70566

**LOCATION:** 5770 Mersey Road

**ELECTORAL AREA:** "E" Beaver Creek

**APPLICANT'S INTENTION:** To subdivide the existing 0.809 hectare (2.0 acre) lot in half creating two (2) parcels approximately 0.404 hectares (1.0 acre) in size. The proposed lots do not comply with the minimum lot width requirement in the RA2 zone and require a development variance prior to final approval of the subdivision.

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**Recommendation:** That the Regional Board:

- 1) Receive the staff report; and
- 2) Pass a resolution to consider issuing a development variance of Section 200 – Schedule No. II – Bulk and Site Regulations to vary the required lot width in the Acreage Residential (RA2) District from 120 feet to 101 feet for the proposed two (2) lots.

(**Note:** the requirement for a lot width variance was identified in the ACRD rezoning report dated June 13, 2013, and in the subdivision referral report dated September 20, 2013.)

**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 issues or denies the development variance permit.

**Observations:**

- i. **Status of Property:** The property is 0.81 hectares (2 acres) in size and is cleared

**DVE14001**

with a few trees remaining along the road front. There is a mobile home and a shop located on the property.

ii. **Services**

- a. **Sewage Disposal:** On-site Sewage Disposal
- b. **Water Supply:** Beaver Creek Water System
- c. **Fire Protection:** Beaver Creek Fire Protection Area

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

- a. **Agricultural Land Reserve:** Not in ALR
- b. **Official Community Plan:** The Beaver 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 within the Beaver Creek service area for water.

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

- c. **Zoning:** Existing zone is Acreage Residential (RA2) District. The following regulations apply to RA2:

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

**The applicant will require approval of this variance prior to subdivision approval as the proposed lots do not meet the minimum lot width requirement of the ACRD Zoning Bylaw. Proposed lots are 101 feet wide, which is 19 feet less than the 120 foot lot width requirement.**

iv. **Parkland Dedication:** N/A

v. **Highways Approval within 800 metres of an intersection on controlled access Highway:** N/A

**Comments:**

The OCP designation allows for a minimum lot size of 0.6 acres. As suggested by ACRD staff, the applicant rezoned the property to Acreage Residential (RA2) District, to facilitate this subdivision.

The applicant had the option of applying to rezone to Acreage Residential (RA3) District, which has a minimum lot size of 0.6 acres, and no variance for width would have been required. Staff is of the opinion that rezoning to RA2, with one-acre density and the required lot width variance, was the better option.

A 10% road frontage waiver is also required for proposed lots A and B. This requirement was also identified during the rezoning and the subdivision referral.

Staff feels this development variance is reasonable.



Prepared by: \_\_\_\_\_

Mike Irg, Manager of Planning and Development



Reviewed by: \_\_\_\_\_

Russell Dyson, CAO

**WEST ISLAND CONSULTING INC**

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

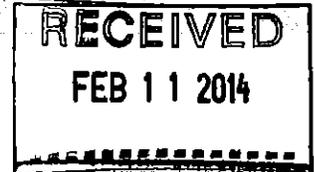
Rob Howat  
Land Use Consultant

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

Cell: 250-741-7595

5 February 2014

Alberni Clayoquot Regional District  
3008 5th Ave.  
Port Alberni, B.C. V9Y 2E3



Attn: Heather Dunn, Planner

Re: Proposed Subdivision of Lot 2, Plan VIP 70566, District Lot 22, Alberni District

Please find our application for:

1. Development variance to satisfy the minimum lot width requirement for Lots A and B
2. Parcel frontage waiver for Lots A and B

We received preliminary layout approval from the Ministry of Transportation and Infrastructure for this 2 lot proposed subdivision on 1 November 2013. Your subdivision referral report forwarded to the MOTI on 20 September 2013 supported the application subject to specific items being complied with. Two of these items include waiving of the minimum lot width requirement and a waiver of the minimum frontage requirement.

Prior to submitting the subdivision application and receiving the preliminary layout approval, we went through the process of rezoning the property from A-1 to RA-2 to facilitate the 2 lots proposed. Through this process the Regional District supported the layout. The rezoning was approved and the bylaw was adopted in August 2013.

The minimum lot width requirement for the RA-2 zone is 120 ft. The lots as proposed will have a width of 101.4 ft. making the variance 18.6ft. for both lots. Given the dimensions of the lots the 10% frontage requirement is 106 ft. both lots have a frontage of 101 ft.

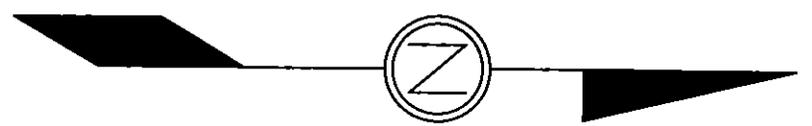
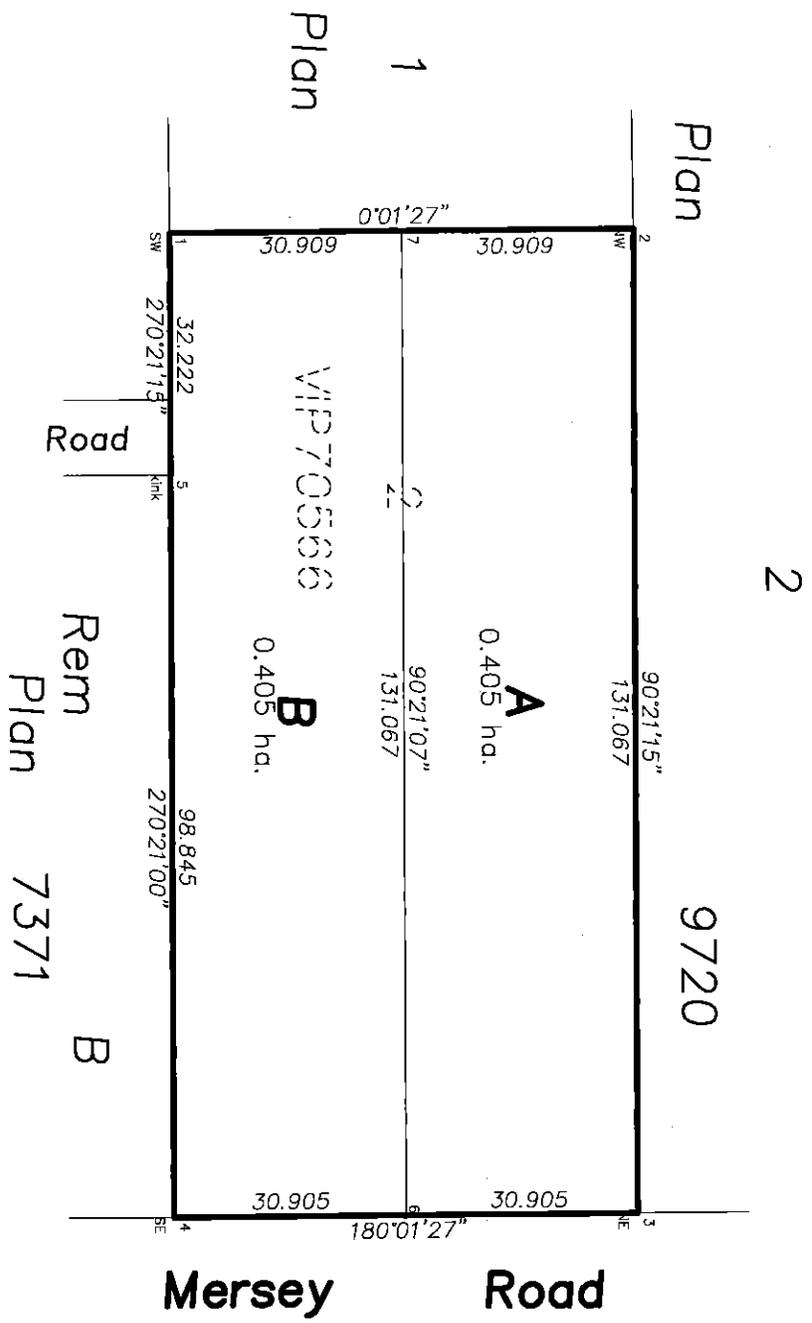
Given the support of the Regional District through both the rezoning and subdivision processes, we request that these applications receive favorable consideration.

If you could advise me when you receive these applications I will have the property owner come to your office and pay the associated fee.

If you should have any questions or require further information, please do not hesitate to contact me.

Yours truly,

  
Rob Howat





**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of March 21, 2014**

#	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	Yuułuʔiłʔatḥ to respond
2.	July 10 <sup>th</sup> Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation	Russell/ Cindy/ Tony/ Penny	Meeting with PA Friendship Centre Mar. 25
3.	Jan. 29 <sup>th</sup> WC Comm.	Staff pursue the coordination of emergency planning on the west coast subject to buy in from other West Coast organizations and if so establish a policy committee and working group to develop the details for the establishment of the service in 2015	Russell	Discussed by WCC – Letter sent to communities in budget
4.	Feb. 12 <sup>th</sup> Board	The Board of Directors adopted the Board Remuneration Review Policy as presented – Proceed with the process – Advertising for member at large etc.	Wendy	To be advertised and appointed in April
5.	Feb. 26 <sup>th</sup> Board	The Board approved the BC Healthy Communities Forum for Friday, May 9 for the ACRD Directors, Senior Staff, and the ACHN Working Group – Arrange the session	Tanis/ Shelli	Session being arranged
6.	Jan. Spec. Board	Arrange a special meeting to discuss Board Governance and conduct evaluation	Wendy	April 23, 2014
7.	March 12 <sup>th</sup> Board	Consult the Fisheries Committee and arrange a meeting regarding the Omega Fish Hatchery Letter	Wendy/ Tracy	Arranging
8.	March 12 <sup>th</sup> Board	Refer the correspondence from Ellen Chambers, Citizen of Port Alberni regarding request for referendum questions to be included in the upcoming 2014 Alberni-Clayoquot Regional District election ballot to an AV Committee meeting and advise Ms. Chambers	Wendy	Done
9.	March 12 <sup>th</sup> Board	The Board endorsed the Bulk Water Agreement proposed by the City of Port Alberni subject to the three conditions	Russell	Done
10.	March 12 <sup>th</sup> Board	The Board authorized the Chair and CAO to sign the contribution agreement with the CCWD based on information provided for the 2014 watermain replacement project and the ACRD assist the CCWD to complete a waterworks inventory and capital replacement plan by helping to provide access to applicable provincial grant funding – Advise the CCID	Russell	Information shared with CCWD

#	Date	Action Item	Assigned to	Target Date/Update
11.	March 12 <sup>th</sup> Board	The Board of Directors appointed Mr. Gary Johnsen to represent the Alberni-Clayoquot Regional District (Area "C" Long Beach) as a Director on the Clayoquot Biosphere Trust for a 4 year volunteer term – Advise the CBT and Mr. Johnsen of the appointment and reporting requirements	Wendy	Done
12.	March 12 <sup>th</sup> Board	Forward a letter to the Tseshaht First Nation thanking them for participating in the tour of the Alberni Valley Landfill on February 20 <sup>th</sup>	Russell	Done
13.	March 12 <sup>th</sup> Board	Draft a letter of appreciation to the International students from Japan that conducted a large cleaned up on west coast	Wendy	Drafting
14.	March 12 <sup>th</sup> RHD	Draft a welcome letter to the new pediatric physician coming to practice in Port Alberni	Wendy/ Shelli	Done
<b>Finance Department</b>				
15.	March 12 <sup>th</sup> Spec. Bd	The Board made several amendments to the ACRD 5 Year Financial Plan and gave second reading to the Financial Plan Bylaw as amended – Make amendments to the plan for consideration of 3 <sup>rd</sup> and final adoption at the March 26 <sup>th</sup> Board meeting	Teri	Done
16.	March 12 <sup>th</sup> RHD	The RHD Board adopted Bylaw 116, ACRHD 2014 Annual Budget – Prepare for signatures, put on website and advise appropriate agencies	Teri	Done
<b>Environmental Services Department</b>				
17.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	Letter sent January 12 <sup>th</sup>
18.	Sept. 8/10 WC	Investigate with Tla-o-qui-aht First Nation well development at the Long Beach Airport	Russell	Invitation sent again – Feb. 5 <sup>th</sup>
19.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In Progress
20.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Rob G.	Design in progress
21.	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	March /April
22.	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	In progress – Memo prepared

#	Date	Action Item	Assigned to	Target Date/Update
23.	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
24.	Sept. 25 <sup>th</sup> Board	The GPS/WASS system for the Alberni Valley Regional Airport be referred to 2014 budget discussions and staff be instructed to investigate partnerships and report back to the Alberni Valley Committee	Andy	In progress
25.	Nov. 13 <sup>th</sup> Board	Airport Supervisor further evaluate alternative technologies for navigational aids at the Long Beach Airport with the objective of establishing a system at a cost reduced from the original commitment of the ACRD	Andy Mark	Onsite LED testing ongoing
26.	Board December 6	Solid Waste Management Plan Update	Andy	In progress – consultant to provide proposal in April – ACRD to meet with MOE, Comm. meeting in April
27.	Jan. 8 <sup>th</sup> Board	Write a letter to the appropriate Ministry requesting Wendy Creek Bridge be considered for repairs to allow for proper flow of industrial traffic in the Salmon Beach area	Andy	Done
28.	Feb. 26 <sup>th</sup> Board	The Board passed a resolution to proceed with the Sproat Lake Marine Patrol Program for the 2014 boating season	Andy/ Janice	SLMP students hired April/May
<b>PLANNING DEPARTMENT</b>				
29.	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 following Airport rezoning	Mike	Letter sent to TFN Jan 16
30.	June 1/09	Bamfield OCP Review	Mike	Referrals sent Public Hearing in April
31.	n/a	Sproat Lake OCP Review	Mike	Public Hearing – April 3 <sup>rd</sup>
32.	Apr. 27/11 BD	The Board adopted the Alberni Valley Agriculture Plan – Develop report identifying ACRD actions and resources needed	Mike	2014 Budget
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	Working with neighbor to move dock

#	Date	Action Item	Assigned to	Target Date/Update
34.	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	Report to Bamfield and HUU-ay-aht Directors – Done
35.	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	Contacted Hall Society – Society working on options
36.	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	2014 Budget
37.	Board December 6	Proceed with acquiring a portion of the foreshore fronting Faber Park	Mike	Working with J. Couverdon
38.	March 12 <sup>th</sup> Board	The Board passed a resolution to write to the Minister of Forests, Lands and Natural Resource Operations and request the Ministry consolidate the numerous small lot crown owned parcels existing within the ACRD – forward the letter	Mike	April

Issued: March 21, 2014



**Board of Directors Meeting Schedule  
April 2014**

**THURSDAY, APRIL 3<sup>RD</sup>**

Sproat Lake Official Community Plan  
Public Hearing  
7:00 pm  
Sproat Lake Community Hall

**WEDNESDAY, APRIL 9<sup>TH</sup>**

Regular Board of Directors Meeting  
1:30 pm  
ACRD Board Room

Regional Hospital District Meeting  
Immediately following above

**FRI., APRIL 11<sup>TH</sup> TO SUN., APRIL 13<sup>TH</sup>**

Association of Vancouver Island and  
Coastal Communities Convention  
Qualicum Beach & Parksville Civic  
Centres

**WEDNESDAY, APRIL 23<sup>RD</sup>**

Board Governance/Evaluation  
Session  
10:30 am  
ACRD Board Room (lunch provided)

Regular Board of Directors Meeting  
1:30 pm  
ACRD Board Room

**FRIDAY, APRIL 25<sup>TH</sup>**

Bamfield/Anacla Accord Process:  
Key Stakeholders Meeting  
10:00 am to 4:00 pm  
Huu-ay-aht Government Building,  
Anacla, BC



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
FEBRUARY, 2014**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	1	152,771					1	100,000					2	252,771
Mobile Homes									1	5,000			1	5,000
Multi-Family													0	0
Adds&Rens							1	176,000					1	176,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellaneous							1	1,000	2	49,072	1	1,000	4	51,072
<b>Totals</b>	<b>1</b>	<b>152,771</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>277,000</b>	<b>3</b>	<b>54,072</b>	<b>1</b>	<b>1,000</b>	<b>8</b>	<b>484,843</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
FEBRUARY, 2014 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	1	152,771	0	0	0	0	2	575,000	0	0	0	0	3	727,771
Mobile Homes	0	0	0	0	0	0	1	5,000	1	5,000	0	0	2	10,000
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	1	176,000	0	0	0	0	1	176,000
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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
Miscellaneous	0	0	0	0	0	0	1	1,000	2	49,072	2	31,000	5	81,072
<b>Totals</b>	<b>1</b>	<b>152,771</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>757,000</b>	<b>3</b>	<b>54,072</b>	<b>2</b>	<b>31,000</b>	<b>11</b>	<b>994,843</b>

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
<b>WOODSTOVE INSPECTIONS</b>	<b>1</b>	<b>2</b>			<b>2</b>	<b>5</b>	<b>14</b>

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2013	5	1,234,764	81	8,208,948					
2012	15	1,691,000	92	9,011,700					
2011	12	473,705	120	9,221,498					
2010	11	1,730,051	149	21,524,170					
2009	1	8,000	123	11,302,380	1999	9	785,830	80	3,348,092
2008	22	3,282,702	147	22,682,130	1998	18	779,980	75	3,320,890
2007	9	813,121	163	15,007,877	1997	20	862,866	104	10,025,166
2006	20	2,180,540	161	15,909,705	1996	21	1,693,000	128	9,050,554
2005	23	3,668,510	138	12,962,379	1995	23	1,506,000	116	9,641,300
2004	16	2,535,906	133	11,036,854	1994	34	1,972,000	151	7,915,500
2003	7	1,695,380	97	6,925,356	1993	36	2,603,000	167	10,864,000
2002	7	116,952	76	2,986,134	1992	33	1,724,000	173	11,192,500
2001	5	375,314	89	5,790,126	1991	16	829,520	126	7,155,120
2000	4	63,279	88	4,095,339	1990	22	1,644,300	118	6,323,900



## MEMORANDUM

**To:** Board of Directors  
**From:** Russell Dyson, CAO  
**Date:** March 19, 2014  
**Subject:** Follow Up to Budget Questions

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The Board of Directors had a number of questions regarding the budget at the March 12 meeting, the following is the response provided by staff:

### **What is the status of the water meter replacement program for Beaver Creek?**

As of March 13, 2014 there are 361 electronic meters installed out of 987 meters in total (37%). The focus has been on the heavy traffic areas (safety for the readers) along with the ones that are difficult to manually read (improves reading time). Any time there is a meter issue or leak on the ACRD side of the meter, it is replaced. The current goal is a minimum of 150 meters to be installed in 2014. Staff will present options to the advisory committee for fast tracking this program.

### **What is the purpose of the \$15,000 Yard waste costs in the Alberni Valley Landfill Budget?**

This is a proposal of the Solid Waste Management Plan, that has not yet been completed. This could possibly include a spring and fall curbside pick up for yard waste, otherwise the current review of the SWMP will develop a realistic plan for the funds.

### **What is the status of the organics evaluation?**

There are two initiatives from the previous SWMP that have not been implemented. They are organics and bans. We will be starting a review in the next two weeks to create a strategy and work plan for both. This will be the first initiative we will present to the SWMP Advisory in the next month.

### **Why the change in the LBA water contractor rates?**

Past costs were \$9,435 (contractor) and \$4,382 (labor and related costs) for a total of \$13,817. Now contractor receives \$1000/ month with contract. Therefore this amount could be lowered to 12k for 2014 and the next two years from the proposed \$18k. There will be additional work required with all the planned water upgrades and \$6,000 will be added to it.

**What is the purpose of the grant in aid provided to the Chamber of Commerce?**

The following is from their grant application:

- Training Materials for our Ambassadors (binders, educational material etc.)
- WorldHost training for our Staff
- FAM Tour costs including extended reach to other areas of the ACRD
- Continued development of community Signage and information Kiosks
- Printing of Community Maps
- Improvement of our facility gardens for the enjoyment of visitors and guests
- Expansion of the Sunset Street Market to include upwards of 100 vendors, more music, water activities (Canoe's etc.) and more.
- Expansion of the VIC Artisan Fairs to include interactive sessions
- Improved VIC facilities such as a better focus on the Alberni Valley through our retail environment

**What is the status of the BC Hydro rate increases and are they accounted for in the budget?**

The new rates take effect in April and the budget figures include the increases, to the best of our ability to predict the impact.



## MEMORANDUM

**To:** Board of Directors

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

**Date:** March 18, 2014

**Subject:** AV Landfill Gas Management

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Recent information from McGill Engineering states that the landfill gas collection program can be deferred for several years into the future subject to continuing the same rate and composition of waste being delivered to the landfill. The gas calculation for 2013 remains below the Ministry of Environment's requirements for gas management.

Landfill gas management planning can be deferred until we have the 2015 figures in March 2016 and may be deferrable beyond that time. Recycling seems to be impacting our projections from 2012 and is working to our advantage as far as being required to implement a gas collection program.

This information has been relayed to the Ministry of Environment for their consideration.

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Andy Daniel  
Manager of Environmental Services