



Alberni-Clayoquot Regional District

ALBERNI VALLEY/BAMFIELD SERVICES COMMITTEE MEETING

TUESDAY, JULY 21, 2015, 1:30 PM

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>ELECTION OF CHAIRPERSON FOR 2015</u>	
3. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Alberni Valley Committee Meeting held May 5, 2015	2-6
<i>THAT the minutes of the Alberni Valley Committee meeting held on May 5, 2015 be adopted.</i>	
5. <u>REPORTS</u>	
a. Update – Wildfire Dog Mountain & Emergency Operations Centre – R. Dyson (Verbal)	
b. Other Reports	
6. <u>IN CAMERA</u>	
<i>Motion to close the meeting to discuss matters relating to:</i>	
i. <i>Purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interests;</i>	
ii. <i>Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interest of the Regional District if they were held in public.</i>	
7. <u>ADJOURN</u>	



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY COMMITTEE MEETING HELD ON TUESDAY, MAY 5, 2015, 1:30 PM

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

DIRECTORS

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

PRESENT:

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

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

REGRETS:

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Mike Irg, Manager of Planning and Development

Andrew McGifford, Acting Manager of Finance

Wendy Thomson, Manager of Administrative Services

Mark Fortune, Airport Superintendent

Pat Deakin, Economic Development Officer

OTHERS

George Rose, ACRD Information Systems Contractor

PRESENT:

Dan Holder, ACRD Fire Services Coordinator Contractor

Wade Hepp, Fire Chief, Sproat Lake Volunteer Fire Department

Charlie Starratt, Fire Chief, Beaver Creek Volunteer Fire Department

Mike Sparrow, Fire Chief, Cherry Creek Volunteer Fire Department

Gary Haggard, Chair, Cherry Creek Improvement District

Bill Surry, AV Drag Racing Association

Gary Wrangler, AV Drag Racing Association

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.

2. APPROVAL OF AGENDA

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

Director Cote entered at 1:31 pm.

Director Banton entered the meeting at 1:32 pm.

3. DISCUSSION

a. Fire Departments Records Management System.

The CAO provided background on the ACRD Fire Services Coordinator contractor position and services provided to the Alberni Valley, Bamfield, Beaver Creek and Sproat Lake Fire Departments. Mr. Holder, Fire Services Coordinator provided an overview of the Records Management System (RMS) which will provide the fire departments shared access to a computer server. The Fire Chiefs discussed the advantages/benefits of the RMS system with the Committee. There was discussion regarding the Cherry Creek Volunteer Fire Department participating in the Fire Services Coordinator position and RMS program. Mr. Rose, IT Contractor provided a brief technical overview of the RMS program.

Director Jack entered the meeting at 1:49 pm.

MOVED: Director Ruttan

SECONDED: Director Banton

THAT the Alberni Valley Committee receive the Fire Departments Records Management System report.

CARRIED

4. REQUEST FOR DECISIONS

c. Request for Decision regarding Alberni Valley/Bamfield Services Committee Terms of Reference (Draft).

MOVED: Director Kokura

SECONDED: Director Jack

THAT the Alberni Valley Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the Terms of Reference for the Alberni Valley/Bamfield Services Committee.

MOVED: Director Cote

SECONDED: Director McLeman

THAT the main motion be amended by adding the following to section 4.3 of the terms of reference for the Alberni Valley/Bamfield Services Committee: upon recommendation of the Committee, the ACRD Board will consider reimbursement of travel expenses for ex-officio members on a case by case basis.

CARRIED

The main motion as amended was

CARRIED

- b. **Administrative Memorandum regarding Proposed AVRA Runway Extension Project – Direction for Borrowing and Obtaining Consent from the Electors.**

MOVED: Director Banton

SECONDED: Director Ruttan

THAT the Alberni Valley Committee defer this report until later in the meeting.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Bill Surry, Gary Wrangler, Alberni Drag Racing Association regarding recent cleaning of the Alberni Valley Regional Airport Runway.**

Mr. Surry discussed the AV Drag Racing Association's issues/concerns with regards to rubber removal on the AVRA runway.

MOVED: Director Ruttan

SECONDED: Director Banton

THAT the Alberni Valley Committee instructs staff to arrange a meeting with the AV Drag Racing Association and airport users to discuss issues/options for rubber removal on the AVRA runway.

CARRIED

6. REQUEST FOR DECISIONS

- a. **Administrative Memorandum regarding Alberni Valley Drag Racing Association Agreement Review.**

MOVED: Director Ruttan

SECONDED: Director Banton

THAT the Alberni Valley Committee concur with the new recommended agreement with the Alberni Valley Drag Racing Association and instruct staff to finalize the agreement for consideration by the ACRD Board of Directors.

CARRIED

b. Deferred Item – Administrative Memo AVRA Runway Expansion

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT the AV Committee recommend the ACRD Board of Directors proceed with borrowing through the Municipal Finance Authority to a maximum of \$6 million over 30 years for the AVRA runway expansion project subject to consent of the electors being obtained through an Alternate Approval Process.

MOVED: Director Ruttan

SECONDED: Director McLeman

THAT the main motion be amended to include increasing the annual operating of the AVRA Service from \$50,000.00 to \$150,000.00 subject to the Alternate Approval Process.

CARRIED

The main motion as amended was

CARRIED

7. REPORTS

a. Fire Service Coordinator Update – April 29, 2015

Mr. Holder provided a brief overview of his report and answered questions from Directors.

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT the Alberni Valley Committee receive the Fire Service Coordinator report.

CARRIED

b. Alberni Valley Regional Airport Updates

- Runway Rubber Removal (verbal) – M. Fortune
- GPS (verbal) – M. Fortune
- OLS (verbal) – M. Fortune
- Runway Expansion (verbal)

The CAO and Airport Superintendant provided an update on the AVRA projects. A Capital Development and Maintenance Forecast (2015) report for the AVRA was circulated to the Committee.

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT the Alberni Valley Committee receive the verbal and written report on the AVRA.

CARRIED

- c. **Bell Road Water and Alberni Valley Landfill (verbal) – R. Dyson**
(Correspondence from Tseshaht First Nation)

MOVED: Director Cote

SECONDED: Director Jack

THAT the Alberni Valley Committee receives report and correspondence from Tseshaht First Nation regarding Bell Road Water and the Alberni Valley Landfill.

CARRIED

8. UNFINISHED BUSINESS

- a. **ACRD Sign Improvements - Entrance to the City of Port Alberni**

The CAO reported that the ACRD Building Inspector/Property Maintenance Coordinator is investigating options for sign improvements for consideration at the next Committee meeting.

9. LATE BUSINESS

10. ADJOURN

MOVED: Director McLeman

SECONDED: Director Cote

THAT this meeting be adjourned 3:53 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Russell Dyson,
Chief Administrative Officer