



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 12, 2016, 1:30 PM

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

---

#### **DIRECTORS**

Josie Osborne, Chairperson, District of Tofino

#### **PRESENT:**

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

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

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

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

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

Ron Paulson, Alternate Director, Councillor, City of Port Alberni

Pam Craig, Alternate Director, Electoral Area "E" (Beaver Creek)

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀifꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Member of Council, Toquaht Nation

Noah Plonka, Alternate Director, Member of Council, Toquaht Nation

#### **REGRETS:**

Mayor Mike Ruttan, City of Port Alberni

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

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

#### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer

Andrew McGifford, 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.

#### **2. WELCOME & INTRODUCTIONS**

Chairperson Osborne welcomed the Toquaht Nation as a member of the Alberni-Clayoquot Regional District effective October 1, 2016.

### **3. OATH OF OFFICE**

Kathleen Bradley, Justice of the Peace, Port Alberni Law Courts conducted the Oath of Office for:

- Director Kirsten Johnsen, Member of Council, Toquaht Nation
- Alternate Director, Noah Plonka, Member of Council, Toquaht Nation

### **4. APPROVAL OF AGENDA**

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT the agenda be approved as circulated with the addition of late item as outlined for consideration:*

- 14 (a) Letter of support for Rogers Mobility to proceed with the proposed cell tower at Sproat Lake – Director Cote
- 14 (b) Destination Tourism Planning Event – Request for authorization of attendance – Director Wyton
- 11.1 (b) Temporary Use Application TUP16001 – Late Submissions: J. Adams, H & K Haukas

**CARRIED**

### **5. DECLARATIONS**

### **6. ADOPTION OF MINUTES**

#### **a. Board of Directors Meeting – September 14, 2016**

*MOVED: Director Cootes*

*SECONDED: Director Kokura*

*THAT the minutes of the Board of Directors meeting held on September 14, 2016 be adopted.*

**CARRIED**

#### **b. West Coast Committee Meeting – September 21, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the minutes of the West Coast Committee meeting held on September 21, 2016 be adopted.*

**CARRIED**

**c. Fisheries Resource Committee Meeting – September 14, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the minutes of the Fisheries Resource Committee meeting held on September 14, 2016 be adopted.*

**CARRIED**

**d. Electoral Area Directors Meeting – October 5, 2016**

*MOVED: Director Banton*

*SECONDED: Director Kokura*

*THAT the minutes of the Electoral Area Directors meeting held on October 5, 2016 be adopted.*

**CARRIED**

**e. Alberni Valley & Bamfield Services Committee Meeting – October 5, 2016**

*MOVED: Director McLeman*

*SECONDED: Director Bennett*

*THAT the minutes of the Alberni Valley & Bamfield Service Committee meeting held on October 5, 2016 be adopted.*

**CARRIED**

**7. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Ms. Rachelle McElroy, Executive Director, Coastal Invasive Species Committee regarding Invitation to Engage in Efficient Cooperative Management of Invasive Species on Vancouver Island.**

Ms. McElroy provided a power point presentation on the Coastal Invasive Species Committee (ISC) and an overview of invasive species on Vancouver Island, the Gulf Islands and Sunshine Coast. Invasive species cause harm to the economy, public health and environment. The Coastal ISC respectfully requests financial contributions in the range of \$1,000 to \$1,500 from regional districts in the Coastal ISC service area in order to update the 2010 invasive plant management strategy. Ms. McElroy provided an overview of the benefits to the Alberni-Clayoquot Region of an updated plan. This would include an open collaborative process (1 day workshop) that engages key land managers in the Alberni-Clayoquot Region.

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve funding in the amount of \$1,500 through the general government, surveys, studies and reports budget (2016) to the Coastal Invasive Species Committee towards updating the 2010 Invasive Plant Management Strategy.*

**CARRIED**

**b. Mr. Chris Bird, Long Beach Golf Club, regarding Long Beach Golf Course Property Tax Exemption 2017.**

Mr. Bird provided an update on the Long Beach Recreation Cooperative (Long Beach Golf Course). The Cooperative is undergoing changes in membership and entering a new phase. New members are joining the Cooperative bringing new energy and support. Mr. Bird requested the ACRD Board to consider granting the Cooperative a property tax exemption in 2017.

**8. CORRESPONDENCE FOR ACTION**

**a. Correspondence dated September 30, 2016 from the Ministry of Community, Sport and Cultural Development regarding the Climate Action Charter.**

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT this correspondence be received for information.*

**CARRIED**

*MOVED: Director Wyton*  
*SECONDED: Director Banton*

*THAT the ACRD Board of Directors instruct staff to prepare a report for consideration by the Board regarding signing onto the Climate Action Charter.*

**CARRIED**

**9. CORRESPONDENCE FOR INFORMATION**

- a. ISLAND COASTAL ECONOMIC TRUST**  
Bursaries Available for Tuition and Travel Support for Economic Development Training and Education  
Life on Mars: Wildlife Rescue and Rehab Centre Adds Tourism Element  
Moving from Planning to Action: North Island Quick Start Projects Funded
- b. ENVIRONMENT AND CLIMATE CHANGE CANADA**

- Species at Risk Act
- c. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**  
Ride Sourcing Consultation Summary Report
  - d. **HUMAN TRAFFICKING/SEXUAL EXPLOITATION IN BC**  
Human trafficking/sexual exploitation, youth and child exploitation,  
youth porn use/addiction
  - e. **BC ROAD BUILDERS & HEAVY CONSTRUCTION ASSOCIATION**  
2016 Strategic Work Plan
  - f. **FISHERIES AND OCEANS BC**  
Proposal Presented by Trawl Representatives to the Groundfish  
Integrated Advisory Board
  - g. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**  
Nominations for New Stop of Interest Signs
  - h. **YOUTH PARLIAMENT OF BRITISH COLUMBIA ALUMNI SOCIETY**  
British Columbia Youth Parliament, 88<sup>th</sup> Parliament
  - i. **CANADIAN UNION OF POSTAL WORKERS**  
Another Opportunity to Have Your Say in Canada Post Review
  - j. **ISLAND HEALTH**  
Operating Permit for the Bamfield Water System
  - k. **ALBERNI-CLAYOQUOT REGIONAL DISTRICT & TOQUAHT NATION**  
Toquaht Nation Joins the Alberni-Clayoquot Regional District Board

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT the Board of Directors receive items a-k for information.*

**CARRIED**

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT the ACRD Board of Directors forward a response letter to Ms. Rebecca Reid, Regional Director General, Pacific Region, Fisheries and Oceans Canada requesting active participation in decision making with respect to the pilot project for on-vessel processing of hake by domestic harvesters AND FURTHER request no decisions be made until consultation takes place with communities that could be affected.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors nominate Battleship Island on Highway 4 for a new Stop of Interest Sign through the Ministry of Transportation and Infrastructure.*

**CARRIED**

**10. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding Finance Warrant No. 569.**

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the Board of Directors approves Finance Warrant Number 569 in the amount of \$1,440,666.15 dated September 30, 2016.*

**CARRIED**

**b. Request for Decision regarding Alberni Valley Golf Club & Long Beach Recreation Cooperative Tax Exemption.**

MOVED: Director Banton

SECONDED: Director Bennett

*THAT the Alberni Clayoquot Regional District Board of Directors instruct staff to prepare a 2017 property tax exemption bylaw including the Alberni Valley Golf Club and the Long Beach Recreation Cooperative for consideration by the Board.*

**CARRIED**

**c. Request for Decision regarding Tofino-Ucluelet Airport Fees Bylaw Amendment.**

MOVED: Director Bennett

SECONDED: Director St. Jacques

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw R1016-2, Tofino-Ucluelet Airport Fees Amendment, 2016".*

**CARRIED**

MOVED: Director Bennett

SECONDED: Director St. Jacques

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Bylaw R1016-2, Tofino-Ucluelet Airport Fees Amendment, 2016".*

**CARRIED**

MOVED: Director St. Jacques

SECONDED: Director Bennett

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bylaw R1016-2, Tofino-Ucluelet Airport Fees Amendment, 2016".*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as "Bylaw R1016-2, Tofino-Ucluelet Airport Fees Amendment, 2016".*

**CARRIED**

**d. Request for Decision regarding Boating Safety Contribution Program Application.**

*MOVED: Director Cote*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a funding application to Transport Canada's Boating Safety Contribution Program to support the Sproat Lake Marine Patrol's activities for the 2017-2019 inclusive.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Craig*

*THAT the ACRD Board of Directors forward a letter of appreciation to the Transport Canada for past contributions to the Sproat Lake Marine Patrol Boating Safety Program, highlighting the value of this educational program.*

**CARRIED**

**e. Request for Decision regarding Proposed Building Inspection Agreement with Toquaht Nation.**

*MOVED: Director Johnsen*  
*SECONDED: Director Bennett*

*THAT the Board of Directors enter into a two (2) year agreement with Toquaht Nation to provide building inspection services and direct the CAO and Chairperson to sign the attached BUILDING INSPECTION RESOURCE SHARING AGREEMENT.*

**CARRIED**

**f. Request for Decision regarding Bylaw E1052-3, Beaver Creek Protection Service Area Amendment, 2016.**

*MOVED: Director Craig*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1052-3 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.*

**CARRIED**

*MOVED: Director Craig*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1052-3 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.*

**CARRIED**

*MOVED: Director Craig*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1052-3 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.*

**CARRIED**

- g. Request for Decision regarding request for a West Coast Based Session and Funding to attend Parliamentary Standing Committee for the Federal Fisheries Act Review Consultation Process.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Board of Directors forward a letter to the Parliamentary Standing Committee for the Federal Fisheries Act Review requesting both a West Coast based session and funding for non-First Nation groups to attend the Fisheries Act Review Sessions and copy Member of Parliament, Gord Johns.*

**CARRIED**

- h. Request for Decision regarding Province of BC – Importance of BC's Fishing Industry.**

*MOVED: Director St. Jacques*

*SECONDED: Director Cootes*

*THAT the Board of Directors forward a letter to the Minister of Agriculture reinforcing how important the Fishing Industry is to the Province of BC and requesting a Provincial representative be re-appointed to sit on the Alberni-Clayoquot Regional District's Fisheries Resource Committee.*

**CARRIED**

- i. Request for Decision regarding Letter of Support – West Coast Aquatic Restoration Project Phase 1 Model.**



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

*THAT the Board of Directors forward a letter of support to West Coast Aquatic regarding their Restoration Project Phase 1 model including the Barkley and Clayoquot.*

**CARRIED**

**j. Request for Decision regarding T'aaq-wiihak Fisheries.**

*MOVED: Director Bennett*  
*SECONDED: Director Banton*

*THAT the ACRD Board of Directors forward a letter to the Prime Minister requesting the federal government delegate authority to Department of Fisheries and Oceans Canada staff to negotiation in good faith the T'aaq-wiihak Fisheries.*

**CARRIED**

**k. Request for Decision regarding Province of BC – Need for More Fisheries Habitat Restoration.**

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

*THAT the Board of Directors forward a letter to the Minister of Agriculture advising of the need for more fisheries habitat restoration and highlighting the Somass River Integrated Fish Habitat Restoration Overview by West Coast Aquatic.*

**CARRIED**

**l. Request for Decision regarding Island Corridor Foundation – Governance and Financial Review.**

Directors Banton and Cote reported on the October 6<sup>th</sup> meeting with Island Corridor Foundation regarding the Governance and Financial review of the Foundation conducted by Kelly Daniels on behalf of the Association of Vancouver Island Coastal Communities.

*MOVED: Director McLeman*  
*SECONDED: Director Banton*

*THAT the Board of Directors of the Alberni Clayoquot Regional District receive the report from Directors Banton and Cote regarding the meeting with the Island Corridor Foundation on October 6, 2016.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director McLeman*

*THAT the Governance and Financial Review of the Island Corridor Foundation conducted by AVICC be referred to the next Board of Directors meeting.*

**CARRIED**

**m. Request for Decision regarding West Coast Multiplex – Updated Business Plan Review & Update.**

*MOVED: Director Bennett  
SECONDED: Director St. Jacques*

*THAT the Alberni-Clayoquot Regional District Board of Directors engage the services of Recreation Excellence to review and update the Business Plan conducted in 2008 for the West Coast Multiplex facility for a cost of \$18,537.50 plus taxes.*

**CARRIED**

**n. Request for Decision regarding Alberni Valley Drag Race Association (AVDRA) Lease Area at Alberni Valley Regional Airport.**

*MOVED: Director McLeman  
SECONDED: Director Craig*

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a lease agreement with the Alberni Valley Drag Race Association to lease 100' x 100' foot portion of land at the Alberni Valley Regional Airport for \$1,328 per year plus GST to store equipment required for the Alberni Valley Drag Races on a year to year basis.*

**CARRIED**

**o. Request for Decision regarding Blue Dot Initiative Project – Right to a Healthy Environment Resolution.**

*MOVED: Director Bennett  
SECONDED: Director McLeman*

*WHEREAS the Alberni-Clayoquot Regional District understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community;*

*THEREFORE BE IT RESOLVED THAT the Alberni-Clayoquot Regional District recognizes its responsibility, within its jurisdiction, and in so doing will continue to implement and improve its strategic plans and by-laws to protect the local environment and supports a healthy environment by undertaking actions such as, but not limited, to the following:*

- *Consideration of the precautionary principle, with cost-effective measures, where threats of serious or irreversible damage to human health or the environment exist;*
- *Taking into consideration full cost accounting which includes costs to human health and environment, when evaluating reasonably foreseeable costs of proposed actions and alternatives;*
- *Ensuring infrastructure and development projects to protect the environment, including water quality and landfill diversion plans;*
- *Selection criteria in evaluation of future contracts would obtain environmental impacts that allow for potential benefits of environmentally sound business practices;*
- *Addressing climate change by investigating further reductions in corporate greenhouse gas emissions and implementing adaptation measures;*
- *Promoting appropriate and responsible development, including responsibly increasing density, in accordance with the Official Community Plan;*
- *Prioritizing trail and parks and public transit as modes of transportation in accordance with the ACRD Health Network transportation;*
- *Promoting access to food that is locally and sustainably sourced through our regional agriculture plan;*
- *Working with member municipalities and electoral areas to improve waste diversion, including recycling and composting, and waste reduction; and*
- *Establishing a unified Regional Parks Plan and maintaining accessible green spaces by providing high quality active and community parks.*

*The Alberni-Clayoquot Regional District shall review these objectives, targets, timelines and actions regularly, and evaluate progress towards fulfilling this declaration.*

*The Alberni-Clayoquot Regional District shall consult with residents as part of this process.*

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT the motion be tabled.*

**CARRIED**

**11. PLANNING MATTERS**

- a. RF16002, BROWN, 3745 MOUNTAIN VIEW ROAD**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes  
and Bylaw P1343

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

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director Kokura*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

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

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw  
P1343 be read a second time.*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw  
P1343 be read a third time.*

**CARRIED**

- b. TUP16001, GAIGA/HAWKINS, 6741 CYPRESS BLVD**  
Temporary Use Permit Application – Memorandum and Permit  
**Late Submissions – Helena & Kare Haukas, John Adams**

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors receive the late correspondence from Helena & Kare  
Haukas and John Adams regarding Temporary Use Application TUP16001.*

**CARRIED**

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

*THAT Temporary Use Application TUP16001 be deferred until the next Board of Directors meeting.*

**CARRIED**

- c. MISC16014, HUPACASATH FIRST NATION, DOG MOUNTAIN SALVAGE**  
Miscellaneous Referral – Request for Decision

*MOVED: Director Cootes*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors provide support for the Hupacasath First Nations' plans to salvage damaged timber from Dog Mountain.*

**CARRIED**

- c. UPDATED CROWN LAND REFERRAL PROCEDURES**  
Request for Decision

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Board of Directors update the Crown land referral procedures to allow Area Directors the option to forward Crown land referrals to the Board of Directors, when the Director is of the opinion that it is in the best interest of the ACRD for the Board to review and provide a resolution.*

**CARRIED**

## **12. REPORTS**

### **12.1 STAFF REPORTS**

- a. Planning & Development Manager Report – October 6, 2016**
- b. Financial Manager Report – October 3, 2016**
- c. Staff Action Items Report – October 6, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Banton*

*THAT the Board of Directors receives the staff reports a-c.*

**CARRIED**

### **12.2 COMMITTEE REPORTS**

### **12.3 OTHER REPORTS**

**a. Vancouver Island Regional Library**

- Letter
- Adopted 2017-2021 Financial Plan
- Budget Information
- News Release
- From the Board Table

*MOVED: Director Banton*

*SECONDED: Director Bennett*

*THAT this correspondence be received for information.*

**CARRIED**

**13. UNFINISHED BUSINESS**

**14. LATE BUSINESS**

**a. Request for letter of support for Rogers Mobility to proceed with the proposed cell tower at Sproat Lake – P. Cote**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors forward a letter of support to Rogers Mobility to proceed with the proposed cell tower at Sproat Lake.*

**CARRIED**

*MOVED: Director Wyton*

*SECONDED: Director McLeman*

*THAT staff be instructed to invite wireless communication providers in the region to meet with the ACRD Board of Directors and provide an update on their plans in the region.*

**CARRIED**

**b. Tourism Vancouver Island - Destination Development Program in Tofino  
October 18, 2016**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the ACRD Board of Director approve Director Wyton's attendance at the Tourism Vancouver Island – Destination Development Planning Session in Tofino on October 18, 2016 and travel expenses be reimbursed.*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director Craig*

*THAT the following be allowed as a late item: Air Quality Council letter regarding burning in Cherry Creek.*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director St. Jacques*

*THAT the ACRD Board of Directors instruct staff to develop an education bulletin on effectively burning organic yard waste.*

**DEFEATED**

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors request the Air Quality Council to develop an education bulletin on effectively burning wood waste for the ACRD to distribute.*

**CARRIED**

**15. QUESTION PERIOD**

**16. RECESS**

*MOVED: Director Kokura*  
*SECONDED: Director Craig*

*THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.*

**CARRIED**

**17. RECOVENE**

The meeting was recessed at 3:41 pm

The meeting was reconvened at 3:57 pm

**18. IN-CAMERA**

*MOVED: Director Bennett*  
*SECONDED: Director McCarthy*

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

- i. The acquisition, disposition or expropriation of land or improvement, if the Regional District considers that disclosure could reasonably be expected to harm the interests of the Regional District,*

ii. *Litigation or potential litigation affecting the Regional District.*

**CARRIED**

The meeting was closed to the public at 3:58 pm.

The meeting was re-opened to the public at 4:28 pm.

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

**20. ADJOURN**

*MOVED: Director Cootes*

*SECONDED: Director Cote*

*THAT this meeting be adjourned at 4:29 pm.*

**CARRIED**

Certified Correct:

---

Josie Osborne,  
Chairperson

---

Russell Dyson,  
Chief Administrative Officer