



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS INAUGURAL MEETING

HELD ON FRIDAY, DECEMBER 11, 2015 1:30pm

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

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

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

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

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

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm

The CAO recognized the meeting today is being held in the Hupacasath and Tseshaht First Nation traditional territories.

2. ELECTIONS

a. **Election of Chairperson - 2016**

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2016.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2016 for a first time.

Director McNabb nominated Director Osborne for the position of Chairperson of the Alberni-Clayoquot Regional District for 2016. Director Osborne accepted the nomination.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2016 for a second and third time.

There being no further nominations, the CAO declared Director Josie Osborne Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2016. Director Osborne assumed the Chair.

b. Election of Vice-Chairperson - 2016

The Chairperson conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2016.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2016 for a first time.

Director Kokura nominated Director McNabb for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2016. Director McNabb accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2016 for a second time.

Director Banton nominated Director Cote for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2016. Director Cote accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2016 for a third time. There were no further nominations.

The candidates each provided a two minutes speech on why they should be elected Vice-Chairperson of the ACRD Board and Chair of the Alberni-Clayoquot Hospital District for 2016.

The CAO and Manager of Administrative Services conducted the election of Vice-Chairperson.

The CAO declared Director Cote elected to the position of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2016.

MOVED: Director McCarthy
SECONDED: Director Banton

THAT the ballots for election of Vice-Chairperson be destroyed.

CARRIED

3. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the agenda be approved as circulated with the addition of following late items for consideration:

- Amendment to Bylaw A1078, Board Remuneration, Expenses and Benefits.*
- RFD - Appointment of Alternate Director - Vancouver Island Regional Library Board 2016*
- Amendment to Item 9 (a) 2016-2020 ACRD & ACRHD Financial Plan Meeting Schedule*

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 25, 2015

MOVED: Director Ruttan
SECONDED: Director McLeman

THAT the minutes of the Board of Directors meeting held on November 25, 2015 be adopted.

CARRIED

b. West Coast Committee Meeting - November 30, 2015

MOVED: Director Bennett
SECONDED: Director Cote

THAT the minutes of the West Coast Committee meeting held on November 30, 2015 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Derek Appleton & Cam Appleton, MyAlberni, regarding Business Activities To Date and Future App Features.

The delegation introduced MyAlberni App to the Board of Directors. MyAlberni App is a free interactive community and destination app dedicated to the Alberni Valley. MyAlberni app makes community information more useful, accessible, and actionable, while providing an affordable and effective local marketing solution for local businesses. The delegation made two requests to the ACRD Board:

1. Request the Board, by motion formally proclaim MyAlberni App as the “Official Community App” of the Alberni Valley, and
2. Request support for their upcoming request to the BC Ministry of Transportation for signage along Highway 4 from Cameron Lake to Sutton Pass similar to pre-existing community info/radio signs currently on the highway.

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the ACRD Board of Directors proclaim MyAlberni App as the Official Community App of the Alberni Valley.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the above motion be tabled until the January 13th Board of Directors meeting.

CARRIED

Director Cootes and Director Jack entered the meeting at 1:59 pm.

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the ACRD Board of Directors write a letter to the Ministry of Transportation to see if it's possible for new digital media to be added to community information/radio signage along Highway 4 from Cameron Lake to Sutton pass.

CARRIED

The CAO left the meeting at 1:40 pm

7. CORRESPONDENCE FOR ACTION

- a. Correspondence dated December 1, 2015 from BC Shrimp-By-Trawl Caucus regarding support for BC Shrimp Trawl By-Catch Reduction Proposal.**

MOVED: Director St. Jacques
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the BC Shrimp-By-Trawl Caucus supporting their BC Shrimp By-Catch Reduction Proposal.

CARRIED

- b. Correspondence dated December 4, 2015 from Community Wireless Networks regarding support for a grant to upgrade and expand network in Bamfield.**

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter supporting Community Wireless Networks application to Northern Development Initiative Trust for a \$25,000.00 grant for their project entitled WiMax to improve the quality of service and improved reliability of internet service in Bamfield.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. LINDA LARSON, MLA, ASSOCIATION OF VANCOUVER ISLAND COASTAL COMMUNITIES**
UBCM follow up Ministry of Social Development and Social Innovation
- b. HONOURABLE MIKE BERNIER, MINISTER, MINISTRY OF EDUCATION**
The Growth of Usage in the Vancouver Island Regional Libraries
- c. HONOURABLE MARY POLAK, MINISTER, MINISTRY OF ENVIRONMENT**
Reply to Alberni-Clayoquot Regional District Request for Support for Our Horizon's Gas Pump Labeling Initiative
- d. BC EMERGENCY HEALTH SERVICES/ISLAND HEALTH**
Districts of Tofino and Ucluelet Selected as Prototype Project for Community Paramedicine Initiative
- e. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
AVICC Member Update - Host Communities for the 2018 and 2019 Conventions
- f. MINISTRY OF AGRICULTURE**
Thank you for UBCM Meeting and Response to Issues Raised at Meeting

MOVED: Director Bennett
SECONDED: Director Cootes

THAT the Board of Directors receives items a-f for information.

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding 2016-2020 ACRD & ACRHD Financial Plan Meeting Schedule.**

*MOVED: Director Kokura
SECONDED: Director Bennett*

THAT the Board of Directors approve the proposed meeting schedule for the 2016 - 2020 Alberni-Clayoquot Regional District Financial Plan and the 2016 Regional Hospital District Budget as amended.

CARRIED

- b. Request for Decision regarding ESS Reception Centre Management Plan for the Alberni Valley.**

*MOVED: Director McNabb
SECONDED: Director Kokura*

THAT the ACRD Board of Directors enter into a three year agreement with the City of Port Alberni in the amount of \$20,000 per year for the City to develop and maintain a Comprehensive Reception Centre Management Plan for the Alberni Valley.

*MOVED: Director Kokura
SECONDED: Director Cote*

THAT the above motion be tabled until the January 13, 2016 Board of Directors meeting.

CARRIED

- c. Request for Decision regarding Purchase and Installation of a 100 kw Genset.**

*MOVED: Director McNabb
SECONDED: Director Bennett*

THAT this report be deferred.

CARRIED

- d. Request for Decision regarding Alberni-Clayoquot Table of Partners Representative.**

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Ruttan to the Alberni-Clayoquot Health Network Table of Partners for a two (2) year term starting January 1, 2016.

CARRIED

- e. Request for Decision regarding Finance Warrant Number 559 in the amount of \$800,196.23 dated November 30, 2015.**

MOVED: Director Kokura
SECONDED: Director St. Jacques

THAT the Board of Directors approves Finance Warrant Number 559 in the amount of \$800,196.23 dated November 30, 2015.

CARRIED

- f. Request for Decision regarding Port Alberni Airport Runway Expansion - Temporary Borrowing.**

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Port Alberni Airport Runway Expansion – Temporary Borrowing Bylaw No. F1123, 2015".

CARRIED

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Port Alberni Airport Runway Expansion – Temporary Borrowing Bylaw No. F1123, 2015".

CARRIED

MOVED: Director Kokura
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Port Alberni Airport Runway Expansion – Temporary Borrowing Bylaw No. F1123, 2015".

CARRIED

MOVED: Director Cootes
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Port Alberni Airport Runway Expansion – Temporary Borrowing Bylaw No. F1123, 2015".

CARRIED

g. Request for Decision regarding West Coast Multiplex Facility - Confirmation of Location - Long Beach Airport

MOVED: Director Bennett
SECONDED: Director St. Jacques

THAT the Board of Directors of the Alberni-Clayoquot Regional District confirm the availability of the specific site at the Long Beach Airport for the West Coast Multiplex facility as presented.

CARRIED

h. Late Item: Request for Decision regarding Appointment of Alternate Director - Vancouver Island Regional Library Board 2016

MOVED: Director Cote
SECONDED: Director Banton

THAT the Board of Directors of the Alberni-Clayoquot Regional District rescind the appointment of Director McLeman as the Alternate Director on the Vancouver Island Regional Library Board for 2016 and appoint Director McNabb as the Alternate to the Vancouver Island Regional Library Board for 2016.

CARRIED

Director Ruttan left the meeting at 2:43 pm

10. PLANNING MATTERS

a. DVD15014, HICKMAN, 18580 PACIFIC RIM HIGHWAY
Development Variance Permit Application – Report

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD15014 subject to a report by a Geotechnical Engineer certifying that the land is safe for the intended use with respect to steep slope.

CARRIED

b. RE15001, SIMISTER, 5825 SAUNDERS ROAD N
Rezoning Application – Memorandum and Bylaw P1326

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director McNabb
SECONDED: Director Banton

THAT Bylaw P1326, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a second time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Bylaw P1326, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a third time.

CARRIED

c. RF15002, KISS, 5819 STRATHCONA STREET
Rezoning Application – Memorandum and Bylaw P1329

MOVED: Director Banton
SECONDED: Director McNabb

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Banton
SECONDED: Director Wyton

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

THAT Bylaw P1329, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a second time.

CARRIED

MOVED: Director Banton
SECONDED: Director Kokura

THAT Bylaw P1329, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a third time.

CARRIED

d. WILLOWBRAE CREEK RESTORATION PLAN
Memorandum

MOVED: Director Bennett
SECONDED: Director Banton

THAT the Board of Directors authorize \$2,000 for a fish habitat assessment and restoration plan for Willowbrae Creek.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. CAO Report - December 4, 2015**
- b. Planning and Development Report - December 2, 2015**
- c. Staff Action Items Report – December 4, 2015**
- d. Board of Directors Meeting Schedule - January 2016**
- e. Building Inspector's Report - November 2015**
- f. Alberni Valley Regional Airport (CBS8) Impacts to the Sand Hill Crane Migration - December 2, 2015**

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors receives the staff reports a-f.

CARRIED

11.2 COMMITTEE REPORTS

- a. Beaver Creek Water Advisory Committee - Thursday, December 10, 2015 - J. McNabb (verbal)**

Director McNabb provided a brief update on the meeting yesterday morning.

MOVED: Director Ruttan
SECONDED: Director Cote

THAT this verbal report be received.

CARRIED

11.3 OTHER REPORTS

a. Association of Vancouver Island and Coastal Communities AVICC Member Update - Call for Resolutions and Nominations

The Chairperson circulated a proposed AVICC/UBCM resolution making process for the ACRD Board.

b. Air Quality Council - Minutes from November 19, 2015 Meeting

MOVED: Director McNabb
SECONDED: Director Cootes

THAT reports a-b be received for information.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

a. Amendment to Bylaw A-1078, a Bylaw to Provide for Board Remuneration, Expenses and Benefits, Schedule "A".

MOVED: Director Osborne
SECONDED: Director McNabb

THAT the ACRD Board direct staff to contact the 2014 Board Remuneration Review Committee to seek further clarification on recommendation of item e. of their report to the Board dated October 8, 2014 regarding multiple meetings which are held on the same day as a regular board meeting being included in monthly remuneration and report back to the ACRD Board.

CARRIED

MOVED: Director Osborne
SECONDED: Director Bennett

THAT the following be allowed for consideration as a late item: ACRD signing authority.

CARRIED

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Board of Directors authorized the following signatories for banking purposes for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District:

a. The following Directors have signing authority:

- Josie Osborne, Chairperson*
- Penny Cote, Vice-Chairperson*

b. The following Staff members have signing authority:

- Russell Dyson, Chief Administrative Officer*
- Teri Fong, Manager of Finance*
- Wendy Thomson, Manager of Administrative Services*

c. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.

CARRIED

14. QUESTION PERIOD

15. ADJOURN

MOVED: Director Bennett

SECONDED: Director Kokura

THAT this meeting be adjourned at 3:22 pm

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer