



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 11, 2015

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

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### DIRECTORS

Josie Osborne, Chairperson, District of Tofino

### PRESENT:

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

Bob Baden, Alternate Director, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

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

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

Lucas Banton, 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

Alan McCarthy, Member of Legislature, Yuuʔuʔiʔath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### REGRETS:

Dianne St. Jacques, Mayor, District of Ucluelet

### STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

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 being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

### 2. APPROVAL OF AGENDA

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the agenda be approved as circulated with the addition of resolution requesting that the Alberni-Clayoquot Regional District Staff investigate and prepare a report regarding damage to the crossing signal at the railway crossing on Kitsuksis Road.*

**CARRIED**

### 3. DECLARATIONS

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – January 14, 2015**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on January 14, 2015 be adopted.*

**CARRIED**

**b. Alberni-Clayoquot Transportation Committee – January 16, 2015**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on January 16, 2015 be adopted.*

**CARRIED**

**c. Alberni Valley & Bamfield Committee Financial Planning Meeting – February 4, 2015**

*MOVED: Director Jack*

*SECONDED: Director Kokura*

*THAT the minutes of the Alberni Valley & Bamfield Committee Financial Planning meeting held on February 4, 2015 be adopted.*

**CARRIED**

**d. Electoral Area Directors Committee Financial Planning Meeting – February 4, 2015**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the minutes of the Electoral Area Directors Committee Financial Planning meeting held on February 4, 2015 be adopted.*

**CARRIED**

**e. Special Board of Directors Meeting – February 4, 2015**

*MOVED: Director Cootes*

*SECONDED: Director Jack*

*THAT the minutes of the Special Board of Directors Meeting held on February 4, 2015 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Alex Dyer, Planner was recognized for 5 years of service with the Alberni-Clayoquot Regional District.

**6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence dated January 22, 2015 from Nuu-chah-nulth/WCVI Aquatic Management Society regarding a request for letter support**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the Nuu-chah-nulth/WCVI Aquatic Management Society regarding their proposed Stewardship Centre at Harbour Quay.*

**CARRIED**

- b. **Correspondence dated January 15, 2015 from Canadian Union of Postal Workers regarding requesting a resolution for a halt to Canada Post's plans for cuts.**

*MOVED: Director McNabb*

*SECONDED: Director Banton*

*THAT the ACRD Board invite a representative of Canada Post to meet with the Board and provide an overview of their plans to change public postal service.*

**CARRIED**

**8. CORRESPONDENCE FOR INFORMATION**

- a. **DUNCAN SABINE COLLYER PARTNERS LLP**  
Practice Sold
- b. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**  
Last Call – 2015 AVICC Resolutions and Nominations  
2015 AVICC AGM & Convention Brochure and Registration Form  
Reminder – Resolutions and Nominations Deadline is February 23<sup>rd</sup>
- c. **ISLAND COASTAL ECONOMIC TRUST**  
\$5,000 Grant to Help Hornby Island Economic Planning
- d. **ALBERNI VALLEY REGATTA ASSOCIATION**  
Donation to the Sproat Lake Marine Patrol Programme

- e. **OMBUDSPERSON**  
Files Closed from October 1 to December 31, 2014
- f. **VANCOUVER ISLAND UNIVERSITY**  
Activity Report for the BC Regional Innovation Chair in Tourism and Sustainable Rural Development at Vancouver Island University
- g. **DISTRICT OF TOFINO TO MINISTER OF ENVIRONMENT**  
Highway 4
- h. **ISLAND CORRIDOR FOUNDATION**  
Board Meeting Notes January 2015

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors write a letter to the federal Minister of Environment supporting the District of Tofino's request to consider building a bike path or safe highway shoulders along highway 4 in conjunction with their resurfacing project of 21.5 kilometers of highway #4 through Pacific Rim Nation Park.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors forward a resolution for consideration at the 2015 AVICC Convention requesting the Provincial Government properly fund Search and Rescue operations.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors forward a resolution for consideration at the 2015 AVICC Convention requesting the Provincial Government fund 100% of the Victim Services programs.*

**CARRIED**

*MOVED: Director Ruttan*

*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors forward a resolution for consideration at the 2015 AVICC Convention requesting the Provincial Government examine the situation with increased raw log exports on Vancouver Island and investigate options to re-craft the raw log industry on Vancouver Island.*

**CARRIED**

**9. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Plan for Communal Meeting Place & Correspondence from Property Owners at Salmon Beach.**  
(Referred from January 14, 2015 Board Meeting)

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the RFD regarding the plan for the communal meeting place at Salmon Beach be deferred until proponent can speak to the proposal.*

**CARRIED**

- b. Request for Decision regarding Fire Protection Services Agreement.**

*MOVED: Director Ruttan*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Fire Protection Services Agreement with the District of Ucluelet for the Ucluelet Volunteer Fire Department to provide structural firefighting to the Long Beach Airport for a fee of \$1 (one dollar) for a one year term.*

**CARRIED**

*MOVED: Director Ruttan*

*SECONDED: Director Banton*

*THAT the Alberni-Clayoquot Regional District Board of Directors sign a letter of understanding agreeing to review the expenses associated with the Ucluelet Volunteer Fire brigade and the Tofino Volunteer Fire Department responding to fire calls to the Long Beach Airport in January 2016, and decide how to allocate expenses across the signatories.*

**CARRIED**

- c. Request for Decision regarding Parcel Tax Roll Review Panel.**

*MOVED: Director Banton*

*SECONDED: Director McNabb*

*THAT the Board of Directors:*

1. *Set the date for the Parcel Tax Roll Review Panel sitting for **Wednesday, February 25, 2015, 9:30am** in the **Regional District Board Room**, located at 3008 Fifth Avenue, Port Alberni, BC;*
2. *Appoint Directors McNabb, Ruttan and Banton to the Parcel Tax Roll Review Panel and Director Cote be appointment as an alternate;*
3. *Appoint Andrew McGifford, Accountant for the ACRD as the Collector for 2015.*

**CARRIED**

**d. Request for Decision regarding Finance Warrant No. 549.**

*MOVED: Director Bennett  
SECONDED: Director Jack*

*THAT the Board of Directors approves Finance Warrant Number 549 in the amount of \$678,888.61 dated January 31, 2015.*

**CARRIED**

**e. Request for Decision regarding Alberni Valley Regional Airport Runway Expansion.**

*MOVED: Director Cote  
SECONDED: Director Ruttan*

*THAT the ACRD Board of Directors apply to the Build Canada Fund for the AVRA expansion based on an extension to the runway to the east and no lighting or fencing for a total project cost of \$5.9 million as outlined in the Tetra Tech Report, Class A cost estimate.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Ruttan*

*THAT the ACRD Board of Directors fund its' 1/3 contribution (approximately \$2 million) for the AVRA runway expansion through borrowing.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Ruttan*

*THAT the ACRD Board of Directors amend the AVRA establishment bylaw to increase the maximum annual requisition to enable borrowing to a maximum amount of \$2 million*

*dollars and associated operating costs for the 100' x 5000' runway, utilizing the alternate approval process.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director McLeman*

*THAT staff be instructed to consult with affected interests of the AVRA expansion including Greenmax, SD#70 (Alberni), Ministry of Forests Lands and Natural Resource Operations, Coulson Group of Companies, AV Drag Racing Association and Hupacasath First Nation.*

**CARRIED**

**f. Request for Decision regarding Renewal of Building Inspection Agreement with the City of Port Alberni.**

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT the Board of Directors renew the BUILDING INSPECTION RESOURCE SHARING AGREEMENT between the ACRD and the City of Port Alberni, for a five (5) year term.*

**CARRIED**

**g. Request for Decision regarding Proposed Building Inspection Agreement with the District of Tofino.**

*MOVED: Director McNabb  
SECONDED: Director Kokura*

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

**CARRIED**

**h. Request for Decision regarding Security Issuing Bylaw F114.**

*MOVED: Director Kokura  
SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1114, 2015".*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1114, 2015".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1114, 2015".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1114, 2015".*

**CARRIED**

**i. Request for Decision regarding Regional Parks.**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Board of Directors approve the Regional Parks proposed budget to be included in the first reading of the 2015-2019 Alberni-Clayoquot Regional District Financial Plan.*

**CARRIED**

**j. Request for Decision regarding Regional Planning.**

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT budget line item 21 Agricultural Plan initiatives \$45,000.00 be referred to the Agricultural Development Committee requesting input on the proposed budget including additional information on agricultural plan initiatives.*

**CARRIED**

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



*THAT the Board of Directors approve the Regional Planning proposed budget with the exception of line 21 to be included in the first reading of the 2015-2019 Alberni-Clayoquot Regional District Financial Plan.*

**CARRIED**

**k. Request for Decision regarding E911 Emergency Telephone System.**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Board of Directors approve the E911 Emergency Telephone System proposed budget to be included in the first reading of the 2015-2019 Alberni-Clayoquot Regional District Financial Plan.*

**CARRIED**

**l. Request for Decision regarding Bylaw 845-1, E911 Emergency Telephone Extended Service Bylaw Amendment, 2015.**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 845-1, E911 Emergency Telephone Extended Service Bylaw Amendment, 2015.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 845-1, E911 Emergency Telephone Extended Service Bylaw Amendment, 2015.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 845-1, E911 Emergency Telephone Extended Service Bylaw Amendment, 2015.*

**CARRIED**

**m. Request for Decision regarding General Government Services.**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the Board of Directors approve the General Government services proposed budget to be included in the first reading of the 2015-2019 Alberni-Clayoquot Regional*

*District Financial Plan.*

**CARRIED**

**9. PLANNING MATTERS**

- a. AGRICULTURAL SUPPORT WORKERS JANUARY REPORT**  
Report

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the Board of Directors receive the report.*

**CARRIED**

**10.1 STAFF REPORTS**

- a. CAO Report – February 6, 2015**  
**b. Planning and Development Report – February 6, 2015**  
**c. Financial Manager Report – February 3, 2015**  
**d. Staff Action Items Report – February 6, 2015**  
**e. Solid Waste Management Plan Initiatives Update – February 5, 2015**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

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

**CARRIED**

**10.2 COMMITTEE REPORTS**

**10.3 OTHER REPORTS**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

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

- i. *Labour or other employee relations;*
- ii. *Litigation or potential litigation affecting the Regional District.*

**CARRIED**

The meeting was closed to the public at 3:38 pm.

*MOVED: Director Cote*  
*SECONDED: Director Cootes*

*THAT the meeting be recessed at 3:38 pm in order to conduct the Alberni-Clayoquot Regional Hospital District meeting.*

The meeting was re-opened to the public at 4:11 pm.

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

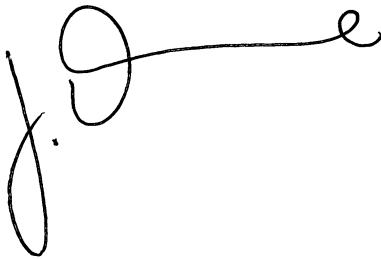
**16. ADJOURN**

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

*THAT this meeting be adjourned at 4:11 pm.*

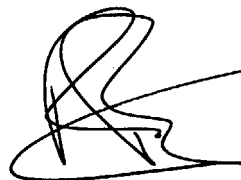
**CARRIED**

Certified Correct:



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Josie Osborne,  
Chairperson



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Russell Dyson,  
Chief Administrative Officer