



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 13, 1:30 PM

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

Ron Paulson, Councillor (Alternate), City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułu?iŋ?ath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance

Alex Dyer, Planner

Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

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

### 2. MOMENT OF SILENCE in Honour of Former Chair and Director Hugh Anderson

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

### 3. APPROVAL OF AGENDA

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT the agenda be approved as circulated with the addition of the following late item: Mr. Kevin Middlemiss, Delegation, regarding Plan for Communal Meeting Place, Salmon Beach and deferred staff report regarding Plan for Communal Meeting Place, Salmon Beach.*

**CARRIED**

#### **4. DECLARATIONS**

The Chairperson presented a book "A History of Alberni Wrestling" that Director McNabb and Director Ruttan were presented at the recent AV Wrestling Club awards ceremony. Director McNabb recommends the Regional District donate the book to the Port Alberni library.

#### **5. ADOPTION OF MINUTES**

##### **a. Board of Directors Meeting – April 22, 2015**

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the minutes of the Board of Directors meeting held on April 22, 2015 be adopted.*

**CARRIED**

##### **b. Beaver Creek Water Advisory Committee Meeting – April 16, 2015**

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on April 16, 2015 be adopted.*

**CARRIED**

##### **c. Solid Waste Plan Monitoring Advisory Committee Meeting – April 16, 2015**

*MOVED: Director Banton*

*SECONDED: Director Cote*

*THAT the minutes of the Solid Waste Plan Monitoring Advisory Committee meeting held on April 16, 2015 be adopted.*

**CARRIED**

##### **d. Alberni Valley Committee Meeting – May 5, 2015**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Alberni Valley Committee meeting held on May 5, 2015 be adopted as amended.*

**CARRIED**

## 6. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Art Skipsey, Property Owner, Sproat Lake, regarding damage caused by wakeboarding on Sproat Lake and support of the Alberni Valley Airport.**

Mr. Skipsey reported his family has owned property at Sproat Lake for 104 years. He expressed concerns with wake boarding on Sproat Lake and damages caused to docks and boats from the wake. He submitted suggestions to correct this issue on the lake.

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the correspondence from Mr. Skipsey regarding wake boarding on Sproat Lake be referred to the Sproat Lake Community Association.*

**CARRIED**

- b. **(Late Item) Mr. Kevin Middlemiss, Resident, regarding Plan for Communal Meeting Place, Salmon Beach.**

Mr. Middlemiss reported on the communal meeting place that was constructed by a group of property owners at salmon beach 4 years ago using the stern of an old boat that broke up on the beach. The meeting place has been very well received, but has come under some controversy. Mr. Middlemiss spoke in support of the meeting place at Salmon Beach.

- c. **Ms. Tawney Lem, Executive Director, West Coast Aquatic regarding Review of the Marine Spatial Plan.**

*MOVED: Director Osborne*

*SECONDED: Director Cote*

*THAT the Board of Directors extend the time limit of the West Coast Aquatic Delegation to 20 minutes.*

**CARRIED**

Ms. Lem conducted a presentation on West Coast Aquatic and their governance structure. She reported on the Marine Spatial Plan and the google earth tool. She requested input from the ACRD on the Plan.

## 7. CORRESPONDENCE FOR ACTION

- a. **Royal Canadian Legion, April 20, 2015 regarding request to support the Remembrance project by purchasing a quarter page colour**

**advertisement in the “Military Service Recognition Book” same as in previous years for a cost of \$565.00 including GST.**

*MOVED: Director Kokura*  
*SECONDED: Director McLeman*

*THAT the Board of Directors approves the request for support for the Remembrance project by sponsoring an advertisement space in the “Military Service Recognition Book” for the ¼ Page (Full Colour) for the amount of \$565.00 including GST.*

**CARRIED**

## **8. CORRESPONDENCE FOR INFORMATION**

- a. THOMPSON-NICOLA REGIONAL DISTRICT**  
Biosolids Resolution
- b. ISLAND COASTAL ECONOMIC TRUST**  
Project will Uncover Detailed Data About North Island Tourists  
Mapping Assets First Step in Economic Development
- c. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**  
Follow-up: Private Managed Forest Lands and Water and Watershed Protection
- d. MINISTRY OF ENVIRONMENT**  
Environmental Stewardship Initiatives
- e. SOCIAL PLANNING & RESEARCH COUNCIL OF BC**  
Access Awareness Day – June 6, 2015 – Is Accessibility Working in Your Community

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

*THAT correspondence a to e be received.*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director Bennett*

*THAT the ACRD Board write a letter to AVICC urging them to continue to lobby the Province on initiating the working stakeholder group on private managed forest lands and watershed protection.*

**CARRIED**

## **9. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Re-Collect Software Service Agreement.**

*MOVED: Director Banton*

*SECONDED: Director Wyton*

*THAT this report be deferred to next meeting Board of Directors meeting.*

**CARRIED**

**b. Request for Decision regarding Alberni Valley/Bamfield Services Committee Terms of Reference.**

*MOVED: Director Bennett*

*SECONDED: Director Banton*

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

**CARRIED**

**c. Request for Decision regarding Regional Parks Service Update.**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the Board of Directors appoint 5 -7 board members to the Parks Service Review Committee and accept the Terms of Reference.*

**CARRIED**

*MOVED: Director Osborne*

*SECONDED: Director Cootes*

*THAT the ACRD Board of Directors appoint the following Directors to the Parks Service Review Committee: Directors Cote, McLeman, Banton, Bennett, Wyton, Osborne, McCarthy.*

**CARRIED**

**d. Request for Decision regarding Salmon Beach Operations and Maintenance.**

*MOVED: Director Bennett*

*SECONDED: Director Banton*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with a Request for Proposals to secure contract services for the maintenance and operation of Salmon Beach infrastructure.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Cootes*

*THAT the ACRD Board allow Mr. Kel Roberts, Salmon Beach Committee to address the ACRD Board.*

**CARRIED**

Mr. Roberts spoke in support of the proposal to secure contract services at Salmon Beach. The proposal is good for overall management of Salmon Beach.

*MOVED: Director Bennett*

*SECONDED: Director Banton*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with the hiring of a temporary part time West Coast Assistant to provide oversight of Salmon Beach services and contracts as well as support for the Airport Superintendent.*

**CARRIED**

**e. Request for Decision regarding Finance Warrant No. 552.**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Board of Directors approves Finance Warrant Number 552 in the amount of \$1,128,672.39 dated April 30, 2015.*

**CARRIED**

**f. Request for Decision regarding Terms of Reference & Appointments to the Beaver Creek Water Advisory Committee.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the revised Terms of Reference for the Beaver Creek Water Advisory Committee and appoint the following individuals to the Committee:*

- *3 year terms: Harold Carlson, Ginny Stephens, Pam Craig, Patty Edwards*
- *2 year terms: Kelly Schutte, Wayne Hasler, Gord Blakey*

**CARRIED**

**g. Request for Decision regarding Proposed AVRA Runway Expansion Project – Borrowing & Approval Process.**

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

*THAT the ACRD Board of Directors, subject to obtaining consent of the electorate through an alternate approval process, proceed with borrowing for the Alberni Valley Regional Airport Runway Expansion Project through the Municipal Finance Authority up to a maximum of \$6 million dollars over 30 years and increase the maximum tax requisition for the AVRA service to \$150,000 annually.*

**CARRIED**

- h. (Late Item) Request for Decision regarding Plan for Communal Meeting Place.**  
(Deferred from January 14, 2015 Board of Directors Meeting)

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

*THAT this report be deferred to next Board meeting in order for Director Bennett to have further discussions with Salmon Beach lot owners at the Annual General Meeting this weekend and report back to the Board.*

**CARRIED**

## **10. PLANNING MATTERS**

- a. DVD15004, SPILLMAN, 10028 B LAKESHORE ROAD**  
Development Variance Permit Application – Memorandum and Permit

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

*THAT the Board of Directors pass a resolution to issue development variance permit DVD15004.*

**CARRIED**

- b. DVD15006, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD**  
Development Variance Permit Application – Report

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

*THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD15006 subject to approval from the Ministry of Transportation and Infrastructure.*

**CARRIED**

- c. DVD15008, CAMPBELL, 9291 FABER ROAD**

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 DVD15008.*

**CARRIED**

- d. DVE15002, BROCK/NEMETH, 6506 BEAVER CREEK ROAD**  
Development Variance Permit Application – Memorandum and Permit

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

*THAT the Board of Directors pass a resolution to issue development variance permit DVE15002.*

**CARRIED**

- e. DVE15003, JAMIESON, 7100 BEAVER CREEK ROAD**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director McNabb*  
*SECONDED: Director Bennett*

*THAT the Board of Directors pass a resolution to issue development variance permit DVE15003.*

**CARRIED**

- f. TUP15006, MCLELLAN, LOT 14 ALBERT STREET**  
Temporary Use Permit Application – Memorandum and Permit

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

*THAT the Board of Directors pass a resolution to issue Temporary Use Permit TUP15006.*

**CARRIED**

**11. REPORTS**

**11.1 STAFF REPORTS**

- a. CAO Report – May 6, 2015**  
**b. Planning and Development Report – May 6, 2015**



- c. **Financial Manager Report – May 8, 2015**
- d. **Staff Action Items Report – May 8, 2015**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

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

**CARRIED**

## **11.2 COMMITTEE REPORTS**

- a. **Alberni-Clayoquot Regional Fisheries Resource Committee  
May 13, 2015 – (verbal) D. St. Jacques**

Director St. Jacques reported on the Fisheries Committee meeting held earlier today. An update was received from DFO on salmon and herring. Good news was received from Province, they are forming a secretariat to regularly deal with fisheries issues. A report from the Committee with recommendations coming out of the meeting will be presented for consideration by the ACRD Board at the next meeting.

*MOVED: Director McNabb*

*SECONDED: Director Banton*

*THAT the ACRD Board receive the verbal report.*

**CARRIED**

## **11.3 OTHER REPORTS**

## **12. UNFINISHED BUSINESS**

## **13. LATE BUSINESS**

- a. **Late Business**

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT the following be allowed for consideration of a late item: support of upgrading existing road between Lake Cowichan, Port Renfrew, Bamfield, Huu-ayaht First Nation and Ditidaht First Nation.*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors support the joint efforts of the Huu-ay-aht First Nation and Ditidaht First Nation in discussions with the Cowichan Valley Regional District regarding lobbying the Provincial Government to upgrade roads between Duncan, Port Alberni and west coast communities.*

**CARRIED**

**14. QUESTION PERIOD**

**15. RECESS**

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

*THAT the Regular Board of Directors meeting be recessed at 4:00 pm in order to conduct the Regional Hospital District meeting.*

**CARRIED**

**16. RECOVENE**

The meeting reconvened at 4:09 pm.

**17. IN-CAMERA**

*MOVED: Director Osborne*  
*SECONDED: Director McNabb*

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

- i. Labour or other employee relations.*
- ii. The acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District.*

**CARRIED**

The meeting was closed to the public at 4:09 pm.

The meeting was re-opened to the public at 4:34 pm.

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

**19. ADJOURN**

*MOVED: Director McLeman*

*SECONDED: Director Kokura*

*THAT this meeting be adjourned at 4:34 pm.*

**CARRIED**

Certified Correct:

---

Josie Osborne,  
Chairperson

---

Russell Dyson,  
Chief Administrative Officer