



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 27, 2016, 1:30 PM

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

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### 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)  
Pam Craig, (Alternate Director), Electoral Area "E" (Beaver Creek)  
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, Yuułuꞵiꞵath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### REGRETS:

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

### 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 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 Kokura*

*SECONDED: Director Bennett*

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

- *Letters from the Union of British Columbia Municipalities regarding the Regional District applications to the Gas Tax Program for the Alberni Valley Regional Airport and the Long Beach Airport;*
- *Alberni Valley Chamber of Commerce regarding an endorsement from the Alberni-Clayoquot Regional District for a Tri-Conic Challenge event to take place in 2017 ;*
- *2016 AVICC Resolution Submissions;*
- *Request for Decision - Alberni Valley Regional Airport, Area 1, Grinding of Remaining Wood Debris.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting - January 13, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on January 13, 2016 be adopted.*

**CARRIED**

**b. Bamfield Water Committee Meeting - January 18, 2016**

*MOVED: Director Wyton*

*SECONDED: Director Cote*

*THAT the minutes of the Bamfield Water Committee meeting held on January 18, 2016 be adopted.*

**CARRIED**

**c. Alberni-Clayoquot Transportation Committee Meeting - December 8, 2015**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on December 8, 2015 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Presentation - Russell Dyson, Chief Administrative Officer**

### **- 5 Years of Service**

The Chairperson presented R. Dyson, CAO with a gift of recognition for five years of service with the Alberni-Clayoquot Regional District.

Director Ruttan entered the meeting at 1:34 pm.

Director Banton entered the meeting at 1:35 pm.

**b. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for December 2015.**

Inspector Richards provided an overview of the Port Alberni RCMP Detachment report for December 2015. Property crime continues to be an issue in this area and on Vancouver Island as a whole.

**c. Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust regarding the Living Wage Calculation for the Biosphere Trust Region.**

Ms. Hurwitz provided a power point presentation on "A Living Wage for the Clayoquot Sound Biosphere Region". A living wage is the bare bones amount that families need to meet basic expenses of an average family of four. It considers housing, food, transportation, child care, health care, and is the "bare-bones" a family needs for an adequate quality of life. She provided an overview of how the calculation is conducted. The living wage in the Clayoquot Sound Biosphere reserve region is \$19.27 per hour. She asked Directors how they could use the living wage to support decision making? The delegation answered questions from Directors.

## **6. CORRESPONDENCE FOR ACTION**

**a. Correspondence January 11, 2016 from the Office of the Minister of State for Emergency Preparedness regarding the Emergency Program Act.**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors forward a letter to the Office of the Minister of State for Emergency Preparedness requesting an extension to the deadline to provide submissions on the review of the Emergency Program Act.*

**CARRIED**

**b. Correspondence January 11, 2016 from the Central West Coast Forest Society regarding request for letter of support for their funding application to the**

**Pacific Salmon Foundation to continue their work replacing the culverts in the English Cove Watershed.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the Central West Coast Forest Society for their funding application to the Pacific Salmon Foundation to continue their work replacing the culverts in the English Cover Watershed.*

**CARRIED**

- c. Correspondence January 25, 2016 from the Alberni Valley Chamber of Commerce regarding request for full Endorsement of Tri-Conic Challenge Event to take place throughout the Alberni Valley during the Canada Day Weekend - 2017.**

*MOVED: Director Ruttan*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of endorsement to the Alberni Valley Chamber of Commerce for their Tri-Conic Challenge Event to take place throughout the Alberni Valley during the Canada Day Weekend - 2017.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. MINISTRY OF ABORIGINAL RELATIONS AND RECONCILIATION**  
Meeting at the Union of BC Municipalities Convention in 2015
- b. AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Release of Performance Audit Report For City of New Westminster  
Release of Perspectives Series Booklet
- c. ISLAND COASTAL ECONOMIC TRUST**  
Alert Bay to Enjoy New Performance Amphitheatre
- d. CITY OF NORTH VANCOUVER**  
Feedback and recommendations to the Minister of Natural Gas Development and Minister Responsible for Housing regarding the Building Act under implementation
- e. HUU-AY-AHT FIRST NATION**  
Purchase of Properties in Bamfield
- f. OMBUDSPERSON**  
Files Closed from October 1 to December 31, 2015
- g. MANAGED FOREST COUNCIL**  
Information on the Managed Forest Council

- h. COMOX VALLEY REGIONAL DISTRICT**  
AVICC Special Committee on Solid Waste Management Long-Term Strategy for Solid Waste Management
- i. UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
Regional District applications to the Gas Tax Program for the Alberni Valley Regional Airport and the Long Beach Airport

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

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

**CARRIED**

*MOVED: Director Wyton*  
*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors forward a letter of congratulations to the Huu-ay-aht First Nation on the purchase of a number of properties in Bamfield Inlet.*

**CARRIED**

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

*THAT the ACRD Board of Directors instruct staff to contact the Ministry of Transportation and Infrastructure to look at options to develop First Nations' transportation signage.*

**CARRIED**

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

*THAT the ACRD Board of Directors invite the Managed Forest Council to make a presentation to the ACRD Board and provide an update on their mandate.*

**CARRIED**

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

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

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

*THAT the Board of Directors:*

1. *Set the date for the Parcel Tax Roll Review Panel sitting for **Wednesday, February 24, 2016, 9:30am** in the **Regional District Board Room**, located at 3008 Fifth Avenue, Port Alberni, BC;*

2. *Appoint the following Directors to the Parcel Tax Roll Review Panel: Bennett, Cote, McNabb and Director McLeman as alternate;*
3. *Appoint Andrew McGifford, Acting Manager of Finance for the ACRD as the Collector for 2016.*

**CARRIED**

**b. Request for Decision regarding Transport Canada Divestiture Program - West Bamfield Dock.**

*MOVED: Director Wyton*

*SECONDED: Director Craig*

*THAT the Board of Directors write a letter to the Honourable Marc Garneau, Minister of Transport with copies to the local MP, MLA and the Regional Manager, Property and Divestiture, Transport Canada; confirming that the Alberni-Clayoquot Regional District does not support the divestiture of the West Bamfield Dock by Transport Canada, and that the Board of Directors asks for a letter of support from the Huu-ay-aht First Nation.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the above letter to the Minister of Transport also be forwarded to appropriate agencies as seen fit by the Bamfield Director and staff.*

**CARRIED**

**c. Request for Decision regarding 50th Anniversary Logo & Celebration.**

*MOVED: Director Jack*

*SECONDED: Director Banton*

*THAT in recognition of the Alberni-Clayoquot Regional District's 50<sup>th</sup> Anniversary on April 21, 2016 the ACRD Board of Directors:*

1. *Rebrand the Regional District logo as presented on all Regional District corporate documents for 2016.*
2. *Consider the required budget through General Government Services in 2016 for the celebration activities the Board desires to undertake.*

**CARRIED**

**d. Request for Decision regarding Third Avenue Recycling Depot Leased Lot.**

*MOVED: Director Ruttan*  
*SECONDED: Director Craig*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the installation of 32 MPa, 4" thick concrete surface and associated drainage works by Bowerman Excavating Ltd., for the Third Avenue Recycling Depot in the amount of \$36,200.00 with funds provided from the AV/Bamfield waste management service budget.*

**CARRIED**

**e. Request for Decision regarding Contravention of Unsightly Premises Bylaw, 1147 Front Street, Salmon Beach.**

The Chairperson reported the property owner or a designate was invited to attend the Board meeting and speak to the matter. There was nobody in attendance to speak to the matter.

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

*THAT the Alberni-Clayoquot Regional District Board of Directors proceed with notice to the property owner of 1147 Front Street, Salmon Beach that cleanup will proceed after February 10, 2016 if the property owner does not cleanup the property by that date.*

**CARRIED**

**f. Request for Decision regarding Service Contract with Island Health for the AC Health Network.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors enters into the 3 year service contract as presented with Island Health on behalf of the Alberni-Clayoquot Health Network in the amount of \$80,000 per year for a total of \$240,000.00.*

**CARRIED**

**g. Request for Decision regarding AVRA, Area 1, Grinding of Remaining Wood Debris.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to complete the land clearing of Area 1 at the AVRA by grinding of wood debris, for an additional cost of \$10,000.*

**CARRIED**

**9. PLANNING MATTERS**

- a. SA14004, 0924605 BC LTD, 200 BAMFIELD ROAD SOUTH**  
Subdivision Application – Parkland Dedication Request for Decision

*MOVED: Director Wyton*

*SECONDED: Director Kokura*

*THAT the Board of Directors recommend that parkland be dedicated by the owner of LOT 1, SECTION 18, TOWNSHIP 1, BARCLAY DISTRICT, PLAN 38260, EXCEPT PART IN PLAN 45043, 46428, AND 47590 as shown on the proposed plan of subdivision to meet the requirements of Section 510 of the Local Government Act.*

**CARRIED**

- b. SA14004, 0924605 BC LTD, 200 BAMFIELD ROAD SOUTH**  
Subdivision Application – Parcel Frontage Waiver Memorandum

*MOVED: Director Wyton*

*SECONDED: Director Cote*

*THAT the Board of Directors waive the 10 percent road frontage requirement for Lots 8 to 16 of the proposed subdivision.*

**CARRIED**

- c. DVB15015, SCOTT, 6980 DEBEAUX ROAD**  
Development Variance Application – Report

*MOVED: Director Kokura*

*SECONDED: Director Craig*

*THAT the Board of Directors pass a resolution to consider issuing development variance DVB15015.*

**CARRIED**

- d. RD15006, DANELIUK, TWO RIVERS ARM, SPROAT LAKE**  
Rezoning Application – Memorandum and Bylaws P1331 and P1332

*MOVED: Director Cote*

*SECONDED: Director Kokura*



*THAT Bylaw P1331, Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment be adopted.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Kokura*

*THAT Bylaw P1332, Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment be adopted.*

**CARRIED**

e. **RD15008, SHEELER, LOT A, VIP83219 PACIFIC RIM HWY**  
Rezoning Application – Report and Bylaws P1336, P1337 and P1338

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT Bylaw P1336, Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment be read a first time.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT Bylaw P1337, Regional District of Alberni-Clayoquot Zoning Text Amendment be read a first time.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT Bylaw P1338, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT the public hearing for Bylaws P1336, P1337 and P1338 be delegated to the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional District.*

**CARRIED**

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

*THAT the Board of Directors confirm that adoption of Bylaws P1336, P1337 and P1338 is subject to meeting all technical referral agency requirements.*

**CARRIED**

**f. RE15007, BOWERMAN, 6546 SMITH ROAD**  
Rezoning Application – Report and Bylaws P1334 and P1335

*MOVED: Director Bennett*  
*SECONDED: Director Craig*

*THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a first time.*

**CARRIED**

*MOVED: Director Craig*  
*SECONDED: Director Bennett*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a first time.*

**CARRIED**

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

*THAT the public hearing for Bylaws P1334 and P1335 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Craig*  
*SECONDED: Director Bennett*

*THAT the Board of Directors confirm that adoption of Bylaw P1334 and P1335 is subject to:*

*Confirmation from a Registered On-Site Wastewater Practitioner or Professional Engineer that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;*  
*Meeting technical referral agency requirements.*

**CARRIED**

**g. RF15010, NEWBERRY, 6585 CHERRY CREEK ROAD**  
Rezoning Application – Report and Bylaw P1340

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

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1340 be read a first time.*

**CARRIED**

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

*THAT the public hearing for Bylaw P1340 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

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

*THAT the Board of Directors confirm that adoption of Bylaw P1340 is subject to:*

- a. Confirmation from a Registered On-Site Wastewater Practitioner or Professional Engineer that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density and;*
- b. Meeting technical referral agency requirements.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

- a. Staff Action Items Report - January 21, 2016**
- b. Meeting Schedule – February 2016**
- c. Building Inspector's Report – December 2015**

*MOVED: Director Kokura*  
*SECONDED: Director Ruttan*

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

**CARRIED**

**10.2 COMMITTEE REPORTS**

- a. Alberni Valley & Bamfield Services Committee Meeting - January 25, 2016 - (Verbal)**

Director Cote reported on the Alberni Valley and Bamfield Services Committee meeting held on January 25, 2016. The meeting was held downstairs in the Emergency Operations Centre. The Arrowsmith Amateur Radio Club provided a tour of their mobile unit.

*MOVED: Director McLeman*

*SECONDED: Director Cote*

*THAT this verbal report be received.*

**CARRIED**

**b. Reconciliation Committee Meeting - January 27, 2016 - (Verbal)**

Director Cote reported on the Reconciliation Committee meeting held earlier in the day. Deb Foxcroft, President of the Nuu-chah-nulth Tribal Council attended the meeting to discuss reconciliation. The Committee provided an overview of Regional District's reconciliation activities to date. There was discussion about working together with the Tribal Council on reconciliation activities. Recommendations from the Committee will be coming forward for consideration by the ACRD Board at the next regular meeting.

*MOVED: Director Bennett*

*SECONDED: Director Craig*

*THAT this verbal report be received.*

**CARRIED**

**c. 2016 Beaufort Planning Commission Appointment.**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors appoint Vicki Lee be appointed to the Beaufort Advisory Planning Commission for a 16 month term.*

**CARRIED**

**10.3 MEMBER REPORTS**

**a. 9-1-1 Corporation – J. McNabb - No Report**

**b. Vancouver Island Regional Library - L. Banton**

Director Banton provided an update on the VIRLB and the 2016 budget.

**c. Central West Coast Forest Society – T. Bennett - No Report**

**d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne - No Report**

**e. Alberni Valley Chamber of Commerce – J. McLeman**

Director McLeman reported the Alberni Valley Chamber of Commerce will be coming to the Regional District with a proposal for advertising outside the Alberni Valley.

**f. Coastal Communities Network – T. Bennett**

Director Bennett reported the Network has been working very hard over the past few years to make changes to the structure and continue operating. The Network holds a number of seats on the ground fish advisory which they do not want to lose. Director Bennett provided an overview of the proposed new structure of the Network. Funding for the Network will be discussed with the ACRD during 2016 budget deliberations.

**g. West Island Woodlands Advisory Group – L. Banton - No Report**

**h. Island Coastal Economic Trust – Josie Osborne**

The Chairperson reported that 2016 is the 10<sup>th</sup> anniversary of the Trust. They continue to lobby the government to continue funding the Trust.

**i. Air Quality Council, Port Alberni – J. McNabb - No Report**

**j. West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett reported upcoming public meetings to review the process for the Marine Spatial Plan: February 9th in Tofino, February 10th in Ucluelet and February 17th in Port Alberni.

**k. Association of Vancouver Island & Coastal Communities – J. Osborne**

The Chairperson reported the current focus of AVICC is the upcoming convention, April 8 – 10 in Nanaimo. The Executive has made space this year for a couple of different forums. There will be a meeting of mayors and meeting of electoral area directors. They are creating space within the agenda for these groups to get together to discuss issues of mutual interest.

**l. Beaver Creek Water Advisory Committee – J. McNabb**

Director Craig reported on the meeting held on December 10<sup>th</sup>. The Committee considered a request from a property owner to be included in the Beaver Creek Water service area.

**m. Other Reports – None**

*MOVED: Director Ruttan*

*SECONDED: Director McLeman*

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

## 11. UNFINISHED BUSINESS

### a. **Association of Vancouver Island and Coastal Communities**

Re: 2016 Resolution submissions

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the following resolutions be forwarded for consideration at the 2016 AVICC Convention:*

#### ***Federal government cooperation for marine oil spill response in BC***

***Whereas*** the Province of British Columbia has declared that Canada should become a world leader in marine spill prevention, preparedness and response and has stated its concern about the current level of marine protection and potential spill response available on Canada's West Coast;

***And Whereas*** the Province of British Columbia is acting on the development and implementation of such protection and response but requires cooperation and support from the federal government in order to implement most of the recommendations it has identified to strengthen Canadian capacity for marine oil spill prevention, preparedness and response on Canada's West Coast;

***Therefore be it resolved that*** UBCM and FCM support the Province of British Columbia's position with respect to the need for world-class marine oil spill prevention, preparedness and response, and lobby the federal government to support and co-operate with BC to the fullest extent, committing sufficient resources, to achieve the highest level of spill prevention, preparedness and response capacity on Canada's West Coast.

**CARRIED**

Director Cootes entered the meeting at 3:22 pm.

## 12. LATE BUSINESS

## 13. QUESTION PERIOD

## 14. IN-CAMERA

*MOVED: Director Kokura*

*SECONDED: Director Jack*

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

*i. Labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:25 pm.

The meeting was re-opened to the public at 3:31 pm.

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

**16. ADJOURN**

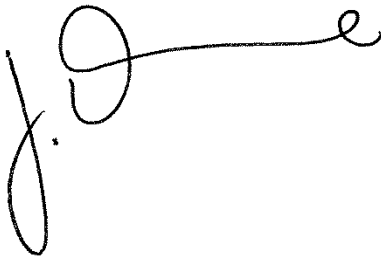
*MOVED: Director Jack*

*SECONDED: Director McLeman*

*THAT this meeting be adjourned at 3:31 pm.*

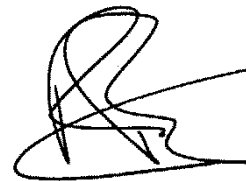
**CARRIED**

Certified Correct:



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Josie Osborne,  
Chairperson



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Russell Dyson,  
Chief Administrative Officer