



Alberni-Clayoquot Regional District

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

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)

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS:

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

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

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. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director McNabb

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

- *Information Report - Alberni Valley Regional Airport Runway Extension Costs to Date*

- *Additional reason to go in-camera – Labour or other employee relations*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – June 22, 2016

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the minutes of the Board of Directors Meeting held on June 22, 2016 be adopted as amended.

CARRIED

b. Special Board of Directors Meeting – July 20, 2016

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the minutes of the Special Board of Directors Meeting held on July 20, 2016 be adopted.

CARRIED

c. Committee of the Whole–June 22, 2016

MOVED: Director Cote

SECONDED: Director St. Jacques

THAT the minutes of the Committee of the Whole meeting held on June 22, 2016 be adopted.

CARRIED

d. Alberni Valley & Bamfield Services Committee–June 29, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on June 29, 2016 be adopted.

CARRIED

e. Beaver Creek Water Advisory Committee–June 29, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on June 29, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS& PRESENTATIONS

a. Inspector. Brian Hunter, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for April – June, 2016

The Chairperson welcomed Inspector Brian Hunter to the Alberni Valley. Inspector Hunter provided background information on himself and his family. He started at the Port Alberni Detachment on July 4th. Inspector Hunter advised he will be changing the reporting structure to the ACRD Board which includes switching to quarterly reporting. The Inspector provided an overview of the RCMP policing report for June 2016.

Director Johnsen entered the meeting at 1:40 pm.

b. Representatives, Alberni Drag Racing Association, regarding storage facility at the AVRA

Mr. Dave Willis requested the ACRD Board to consider an extension of their lease agreement for lots 9 and 16 used for storage at the Alberni Valley Regional Airport. He advised the Association will be coming back to the Board with a request to return to the Airport for their annual drag race event following completion of the expansion project. The delegation answered questions from Directors.

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the request from the Alberni Valley Drag Racing Association for an extension to their lease lots at the Alberni Valley Regional Airport for storage be referred to staff to bring back a report for consideration by the Board.

CARRIED

c. ACHN Coordinator, Marcie DeWitt, Alberni Clayoquot Health Network

Ms. DeWitt provided an update on the activities of the Alberni-Clayoquot Health Network and an overview of successes for 2016.

6. CORRESPONDENCE FOR ACTION

a. Correspondence dated July 6, 2016 from Port Alberni Friendship Center regarding request for letter of support/partnership for the ESDC – Skills and Partnerships Fund for the Children’s Natural Playground

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the Port Alberni Friendship Center for their funding application to the ESDC – Skills and Partnerships Fund for the Children’s Natural Playground project.

CARRIED

b. Correspondence dated July 18, 2016 from The District of Tofino regarding MRDT rate change application.

MOVED: Director McNabb
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the District of Tofino for their application for a five-year extension of the Municipal and Regional District Tax at a rate of three percent.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
Public Transit Infrastructure Fund Announcement
- b. **MINISTRY OF FINANCE**
Real Property Contractor Outreach Project
- c. **TOURISM VANCOUVER ISLAND**
Tourism Vancouver Island annual conference and AGM registration
- d. **THE OFFICE OF THE OMBUDSPERSON**
2015/2016 Annual Report
- e. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Meeting with Ministers
2016 Provincial Appointment Book
Provincial response to the 2015 resolutions
- f. **OPPOSITION SPOKESPERSON FOR LOCAL GOVERNMENT, SENIORS AND SPORTS**
Opposition MLA Prep
- g. **CITY OF PRINCE GEORGE**
Approved Resolutions for the UBCM
- h. **CANADIAN WOOD COUNCIL**
Community Recognition Awards
- i. **NUU-CHAH-NULTH TRIBAL COUNCIL**
Thank you for continued support towards Aboriginal fishing rights
- j. **ISLAND COASTAL ECONOMIC TRUST**
Improved Broadband Access will spur economy in Campbell River, July 7, 2016

Separating fact from fiction: Tofino to access investment readiness, July 12, 2016

- k. **DAVID SUZUKI FOUNDATION**
Charting Coastal Currents Report
- l. **CENTRAL WESTCOAST FOREST SOCIETY**
Newsletter
- m. **FUNDING ALBERNI VALLEY ARTS SOCIETY**
Introduction
- n. **ALBERNI VALLEY CHAMBER OF COMMERCE**
Tri-Conic Challenge grant received and support from the Federal Government.
Invitation to meet

MOVED: Director Cote

SECONDED: Director McLeman

THAT correspondence item 8 (a), Ministry of Transportation and Infrastructure regarding Public Transit Infrastructure Fund Announcement be referred to the ACHN Transportation table.

CARRIED

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT Regional District staff be instructed to contact the Alberni Valley Chamber of Commerce Executive Director with regards to correspondence item 8 (n), 2017 Tri-Conic Challenge enquiring what type of collaboration they are looking for with the Regional District for this event.

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District request a meeting at the 2016 Union of British Columbia Municipalities Convention with the Minister of Agriculture regarding coastal fisheries issues and concerns and the lack of Provincial involvement.

CARRIED

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant Number 566

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Board of Directors approves Finance Warrant Number 566 in the amount of \$1,741,087.18 dated June 30, 2016

CARRIED

b. Request for Decision regarding Memorandum of Understanding with the Minister of Natural Resources

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Memorandum of Understanding with the Minister of Natural Resources Canada to grant a license agreement for a Global Positioning System at the Alberni Valley Landfill for a ten (10) year term commencing July 1, 2016 and ending June 30, 2026.

CARRIED

c. Request for Decision regarding sending a letter to Multi-Materials BC (MMBC) requesting that Electoral Area "F" (Cherry Creek) be added to the curbside recycling pickup service area

MOVED: Director Banton
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to Multi-Materials BC (MMBC) requesting that Electoral Area "F" (Cherry Creek) be added to the curbside recycling pickup service area.

CARRIED

d. Request for Decision regarding the Millstream and Long Beach Airport Waterworks Contractor Agreements

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors enter into the following contracts with Mr. Joe Daley effective July 1, 2016:

1. To carry out the duties on the Millstream Water System as an Independent Waterworks Contractor at a rate of \$885.00 plus taxes per month on a month to month basis.
2. To carry out the duties on the Long Beach Airport Water System as an Independent Waterworks Contractor at a rate of \$1,000.00 plus taxes per month on a month to month basis.

CARRIED

e. Request for Decision regarding the Bamfield Water Treatment plant update & next steps

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that approval for the required borrowing of the Bamfield Water System Dissolved Air Floatation Water Treatment Plant will be by referendum question in the fall of 2016 and staff be directed to prepare the necessary bylaws and refer the matter to the Bamfield Water Committee for their consideration.

CARRIED

f. Request for Decision regarding the 2016 Beaver Creek Road Watermain Replacement – Tender Recommendation

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Board of Directors of the Alberni-Clayoquot Regional District award the 2016 Beaver Creek Road Watermain Replacement tender to Berry and Vale Contracting Ltd. in the amount of \$218,928.15 including GST.

CARRIED

g. Request for Decision regarding the Arvay, Pierce and Mersey Road Watermains – Tender Recommendation

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors of the Alberni-Clayoquot Regional District award the Arvay, Pierce, and Mersey Road Watermains Replacement tender to Copcan Civil Ltd. in the amount of \$163,810.50 including GST.

CARRIED

h. Request for Decision regarding the Purchase of two (2) storage containers for Beaver Creek Water

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional Directors approve the purchase of two 8' x 20' storage containers from Big Green Storage at a cost of \$8,000 plus shipping and applicable taxes.

CARRIED

i. Request for Decision regarding the lease renewal - Wildfire Operations of the Ministry of Forests - AVRA

MOVED: Director Ruttan
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors renew the Ministry of Forests, Lands and Natural Resources lease for their Wildfire Operations base facility located at the Alberni Valley Regional Airport for a three (3) year term commencing September 1st, 2016 and ending August 31st, 2019 at the rate of \$5615.93 plus GST per year including CPI increases.

CARRIED

j. LATE ITEM: Information Report regarding Alberni Valley Regional Airport Runway Extension Costs To Date.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors of the Alberni-Clayoquot Regional District receive the July 27, 2016 report from the CAO outlining current and projected costs for the Alberni Valley Airport Runway Expansion and lighting upgrade.

CARRIED

k. Request for Decision regarding the Conditional Grant Agreement for BC Air Access Program (BCAAP)

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter in to a Conditional Grant Agreement with the BC Air Access Program to a maximum of \$729,215 or 50% of total eligible project costs, whichever is less, towards the Installation of Runway Lighting System at the Alberni Valley Regional Airport.

CARRIED

I. Request for Decision regarding the Airfield Lighting Project – AVRA – Services Agreement

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Services Agreement with Tetra Tech EBA for the Design, Tender and Construction Supervision Services for the Airfield Lighting Project at the Alberni Valley Regional Airport for the total budget of \$67,000 plus applicable taxes.

CARRIED

m. Request for Decision regarding Commercial Sky Diving operations at the Long Beach Airport (CYAZ)

MOVED: Director McLeman
SECONDED: Director Bennett

THAT the following control documents will be required before operations can commence.

- 1. Special Operations Facilitation Agreement (SOFA) between Nav Canada and Point Break Skydiving.*
- 2. Skydiving Activities agreement (Ground Activities) between Point Break Skydiving and the Alberni Clayoquot Regional District.*
- 3. That the above agreements ensure the interests of the Regional District are protected.*

CARRIED

n. Request for Decision regarding the Alberni Valley Back Country Horsemen of BC to allow access to the Log Train Trail

MOVED: Director Cote
SECONDED: Director Kokura

THAT the Board of Directors direct staff to provide a letter of support to the Alberni Valley Back Country Horsemen of BC to allow access to the Log Train Trail for the event to be held on September 17th and 18th, 2016.

CARRIED

o. Request for Decision regarding Bylaw E1052-2, Beaver Creek Fire Protection Service Area Amendment, 2016

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1052-2 cited as Beaver Creek Fire Protection Service Area Amendment, 2016.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT Regional District staff be requested to investigate development cost charges for water and fire department services in the Region.

CARRIED

p. REQUEST FOR DECISION

Proposal to Process Hake at-sea by Domestic Harvesters

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors write the DFO Regional Manager for Groundfish expressing our concern for the proposal for at-sea hake processing by domestic harvesters and requesting, before further consideration of this proposal, that consultation take place with rural coastal communities, such as Ucluelet, which would be impacted by such a proposal.

CARRIED

q. MEMO

Stuart Avenue / Seaton Park Trail

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Board of Directors receive the staff report.

CARRIED

9. PLANNING MATTERS

- a. DVD16007, COLE, 10180 KYUNIM ROAD**
Development Variance Application – Report

Directors McNabb and Banton left the meeting at 3:15 pm due to a potential conflict of interest.

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors consider issuing development variance permit DVD16007.

CARRIED

- b. SD16005, COLE, 10180 KYUNIM ROAD**
Subdivision Application/Minimum Parcel Frontage Waiver Request – Memorandum

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lots D & E as per plan VIS5897.

CARRIED

Directors McNabb and Banton re-entered the meeting at 3:17 pm.

- c. SE16004, SIMISTER, 5825 SAUNDERS ROAD N**
Subdivision Application/Minimum Parcel Frontage Waiver Request – Memorandum

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 2 as per subdivision plan attached to report as Appendix A.

CARRIED

- d. AB16001, RYLES, LOT 1 DEBEAUX ROAD**
ALR Application - Report

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to forward the non-farm use application to the Agricultural Land Commission noting that support of the non-farm use is subject to rezoning of the property, an Official Community Amendment, meeting Development Permit requirements, and preparation of property for agricultural uses.

CARRIED

e. AGRICULTURAL LAND USE INVENTORY & WATER DEMAND MODEL PROJECT
Request for Decision

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the Board of Directors pass a resolution to forward the non-farm use application to the Agricultural Land Commission noting that support of the non-farm use is subject to rezoning of the property, an Official Community Amendment, meeting Development Permit requirements, and preparation of property for agricultural uses.

CARRIED

Director Cootes entered the meeting at 3:21 pm.

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – July 22, 2016
- b. Financial Manager Report – July 14, 2016
- c. Environmental Service Department Staff Report – July 21, 2016
- d. Building Inspector Report – June 2016
- e. Staff Action Items Report –August 2016
- f. Meeting Schedule –August 2016

MOVED: Director Bennett
SECONDED: Director Kokura

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

CARRIED

10.2 MEMBER REPORTS

a. 9-1-1 Corporation – J. McNabb

Director McNabb reported on the board meeting held last Friday. The overall performance of E-COMM 911 dispatch services has been very good.

b. Vancouver Island Regional Library - L. Banton - No Report

- 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 - No Report**
- f. **Coastal Communities Network – T. Bennett**

Director Bennett reported the annual meeting will be held in conjunction with the UBCM Convention. More information to come.

- g. **West Island Woodlands Advisory Group – L. Banton - No Report**
- h. **Island Coastal Economic Trust –Josie Osborne – No Report**
- i. **Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. **West Coast Aquatic Board – T. Bennett/K. Wyton - No Report**
- k. **Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- l. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. **Other Reports**

Director Cote reported she attended the opening of West Coast Aquatic's Aquarium at Harbour Quay and congratulated them on behalf of the Regional District.

Director McNabb reported he attended an Island Corridor Foundation Local Government Liaison meeting. It was a good meeting, they physically showed the group what is required to get the track up to standards in order to operate.

Director Wyton reported he attended a Tourism Destination Planning Project meeting. Communities have been invited to be involved in the project. Director Wyton sees potential for Bamfield and other areas in region.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

Mr. Larry Ransom expressed concerns with the lack of access to Sproat Lake Parks Commission minutes and agendas on the Regional District website. Regional District staff will follow-up and ensure these are available on the website.

14. RECESS

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the meeting be recessed at 3:31 pm in order to conduct the Regional Hospital District Meeting.

CARRIED

15. RECOVENE

The meeting was re-convened at 3:43 pm.

16. IN-CAMERA

MOVED: Director McLeman
SECONDED: Director Cote

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

- Litigation or potential litigation affecting the Regional District
- Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public, and;
- Labour or other employee relations

CARRIED

The meeting was closed to the public at 3:43 pm.

The meeting was re-opened to the public at 4:38 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Bennett
SECONDED: Director Cote

THAT this meeting be adjourned at 4:38 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer