



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 25, 2016, 1:30 PM

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

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#### **DIRECTORS**

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

#### **PRESENT:**

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)

Lindsay Rogers, Alternate Director, Electoral Area "F" (Cherry Creek)

Duncan McMaster, Alternate Director, District of Tofino

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Sally Mole, Alternate Director, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀitꞀathꞀ Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

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

#### **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 McNabb*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated with the addition of the following late items: Appointment of John Emblem to the Beaufort Advisory Planning Commission, Letter of Appreciation to the local organizing Committee for the BC*

*Training Fire Officers Conference, Correspondence from the Tseshaht First Nation and Tla-o-qui-aht regarding election results.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – May 11, 2016**

*MOVED: Director Bennett*

*SECONDED: Director McCarthy*

*THAT the minutes of the Board of Directors meeting held on May 11, 2016 be adopted.*

**CARRIED**

**b. Salmon Beach Committee Meeting –May 10, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the minutes of the Salmon Beach meeting held on May 10, 2016 be adopted.*

**CARRIED**

**c. Alberni-Clayoquot Transportation Committee Meeting –April 26, 2016**

*MOVED: Director McNabb*

*SECONDED: Director Jack*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on April 26, 2016 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS& PRESENTATIONS**

**a. Mr. John Bowman, President, North Island College regarding NIC Plan2020.**

Mr. Bowman introduced Nancy Twynman with the Port Alberni North Island College (NIC) Campus. Mr. Bowman updated the Board on development of NIC's Strategic Plan. He touched on a few of their key priorities as they relate to the Alberni-Clayoquot region. In all, NIC has nine strategic priorities. The Strategic Plan provides a road map for NIC over the next five years. Mr. Bowman advised that NIC plans to report to communities annually. Mr. Bowman provided an overview of the programs

offered in the Alberni Valley. Copies of NIC's Strategic Plan were circulated to the Board.

**b. Mr. Rod Davis, Chair, Private Managed Forest Council regarding update on the regulatory roll on private managed forest land.**

Mr. Davis introduced Mr. Phil O'Connor, Executive Director for the Managed Forest Council. Mr. Davis provided an overview of the Council's role on private managed forest land. The Managed Forest Council is BC's independent agency responsible for administering the *Private Managed Forest Land Act* and regulations. The Managed Forest Council's mandate is to encourage and regulate forest management practices on private managed forest in BC including the protection of key public environmental values. Currently there are 276 managed forests across BC - 70 % on Vancouver Island.

Director Jack entered the meeting at 1:54 pm.

Director Ruttan entered the meeting at 2:05 pm.

**c. Mr. Art Skipsey, Resident, regarding Government's plans for Horne Lake Connector and wakeboarding on Sproat Lake.**

Mr. Skipsey discussed the benefits of a highway connector between Port Alberni and Comox. With the election coming up in two years he recommended the Board and Transportation Committee start lobbying the government to put this road through. Mr. Skipsey also raised safety concerns with wake boarding on Sproat Lake and the damage being caused to docks. Mr. Skipsey asked the Board if they have given any consideration to designating areas for wakeboarding or implementing no wakeboarding laws at Sproat Lake.

**6. CORRESPONDENCE FOR ACTION**

**a. Correspondence dated May 10, 2016 from the Port Alberni Port Authority regarding request for a letter of support in their request to the Ministry of Transportation for facilitate the paving of the 5.8 km stretch of gravel road from the area known as "Cameron Shops" to the access way turn off to China Creek Campground and Marina.**

*MOVED: Director McNabb*

*SECONDED: Director Jack*

*THAT the Board of Directors forward a letter of support to the Port Alberni Port Authority for their request to the Ministry of Transportation for the paving of the 5.8 km of gravel road from the area known as "Cameron Shops" to the access way turn off to China Creek Campground and Marina.*

**CARRIED**

- b. Correspondence dated May 12, 2016 from Mr. Gord Johns, MP, Courtenay-Alberni regarding Alberni-Clayoquot Regional District forward their public transit and water infrastructure projects and priorities to Mr. John.**

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

*THAT the Board of Directors receive this correspondence.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. ISLAND COASTAL ECONOMIC TRUST**  
ICET 10<sup>th</sup> Anniversary Education & Celebration Events Set for June 16

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

*THAT the Board of Directors receive item a for information.*

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Log Train Trail Industrial Access Permit – Hupacasath First Nation.**

*MOVED: Director Bennett*  
*SECONDED: Director Jack*

*THAT the Board of Directors provide a letter of support for an Industrial Access Permit for Hupacasath First Nation to access the Log Train Trail for log hauling and related forestry activities subject to confirmation that the ACRD is covered by the applicants third party liability insurance.*

**CARRIED**

- b. Request for Decision regarding Amendment to the Alberni-Clayoquot Regional District Procedures Bylaw**

*MOVED: Director Bennett*  
*SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1075-1, Regional District of Alberni-Clayoquot Procedures Bylaw Amendment, 2016.*

**CARRIED**

*MOVED: Director Jack*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1075-1, Regional District of Alberni-Clayoquot Procedures Bylaw Amendment, 2016.*

**CARRIED**

*MOVED: Director Cootes*  
*SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1075-1, Regional District of Alberni-Clayoquot Procedures Bylaw Amendment, 2016.*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1075-1, Regional District of Alberni-Clayoquot Procedures Bylaw Amendment, 2016.*

**CARRIED**

**c. Request for Decision regarding Coulson Airplane License of Use - AVRA**

*MOVED: Director McNabb*  
*SECONDED: Director Ruttan*

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a License of Use Agreement with Coulson Airplane for a maximum of one (1) year for a sum of \$10.00 for the term of this license at the Alberni Valley Regional Airport for the purpose of constructing works on a portion of land before the land is subdivided by leasehold plan.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVE16005, MESIC, PARCEL D, ARVAY ROAD**  
Development Variance Application – Report

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

*THAT the Board of Directors consider issuing development variance permit DVE16005.*

**CARRIED**

**b. RF16002, BROWN, 3745 MOUNTAIN VIEW ROAD**  
Rezoning Application – Report and Bylaw P1343

*MOVED: Director Rogers*  
*SECONDED: Director Bennett*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1343 be read a first time.*

**CARRIED**

*MOVED: Director Rogers*  
*SECONDED: Director Bennett*

*THAT the public hearing for Bylaw P1343 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Rogers*  
*SECONDED: Director Bennett*

*THAT the Board of Directors confirm that adoption of Bylaw P1343 is subject to:*

*Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;*

*A variance being issued for the single family dwelling located in the south west corner of the property; and*

*Meeting technical referral agency requirements*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Staff Action Items Report–May 20, 2016**
- b. Meeting Schedule – June 2016**
- c. Financial Statement – April 30, 2016**
- d. Building Inspector’s Report – April 2016**
- e. Sproat Lake Marine Patrol – 2016 Season**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

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

**CARRIED**

## **10.2 COMMITTEE REPORTS**

### **a. 2016 Advisory Planning Commission Appointments**

#### **i. Beaver Creek**

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the following individuals be appointed to the Beaver Creek Advisory Planning Commission for a two-year term: Dorothy Brooks, Shelley Chrest, Kevin Clarke.*

**CARRIED**

#### **ii. Cherry Creek**

*MOVED: Director Rogers*

*SECONDED: Director Kokura*

*THAT the following individuals be appointed to the Cherry Creek Advisory Planning Commission for a two-year term: Denis Francoeur, Markus Urner, Carrie Smith, Jamie McKinnon, Barb Deederly.*

**CARRIED**

#### **iii. Sproat Lake**

*MOVED: Director Cote*

*SECONDED: Director Cootes*

*THAT the following individuals be appointed to the Sproat Lake Advisory Planning Commission for a two-year term: Dean Sept, Roger Loggin, Roberta Jensen, Walter Konkin, Daniel Watts.*

**CARRIED**

#### **iv. Bamfield**

*MOVED: Director Wyton*

*SECONDED: Director Jack*

*THAT the following individuals be appointed to the Bamfield Advisory Planning Commission for a two-year term: Barry Otterson, John Mass, Denise Roberge.*

**CARRIED**

**v. Beaufort**

MOVED: Director Kokura  
SECONDED: Director Bennett

*THAT the following individuals be appointed to the Beaufort Advisory Planning Commission for a two-year term: Gerard Budding, Ursula Budding, George Haack, Sarah Dunbar and John Emblem.*

**CARRIED**

**vi. Long Beach**

MOVED: Director Bennett  
SECONDED: Director Mike Kokura

*THAT the following individual be appointed to the Long Beach Advisory Planning Commission for a two-year term: Don McKinnon.*

**CARRIED**

**10.3 MEMBER REPORTS**

**a. 9-1-1 Corporation – J. McNabb**

Director McNabb reported 911 dropped call statistics. Last month Port Alberni's dropped calls were very high at 699. He discussed the need to educate the public on 911 calls in order to reduce the number of dropped calls. The CAO will follow-up with the 911 Corporation on possible options to educate the public.

**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**

**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**
  - **CUVIC Conference (Reconciliation, Innovation & Transformation through Engagement) April 27-29, 2016, Victoria, BC – P. Cote**

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

- a. **Letter of Thanks to the Local Organizing Committee - BC Fire Training Officers Conference in Port Alberni**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors forward a letter of appreciation to the local organization committee for organizing and hosting the BC Fire Training Officers Conference in Port Alberni, May 14<sup>th</sup> to 19<sup>th</sup> in Port Alberni.*

**CARRIED**

- c. **Late Business – Tla-o-qui-aht First Nation & Tseshaht First Nation Election Results**

*MOVED: Director Bennett*

*SECONDED: Director Rogers*

*THAT the ACRD Board of Directors forward congratulation letters to the Tla-o-qui-aht First Nation and Tseshaht First Nation Councils on their recent election and thank-you letters to outgoing council members.*

**CARRIED**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Jack*  
*SECONDED: Director Bennett*

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interests.*

**CARRIED**

The meeting was closed to the public at 2:53 pm.

The meeting was re-opened to the public at 3:21 pm.

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

**16. ADJOURN**

*MOVED: Director Jack*  
*SECONDED: Director Kokura*

*THAT this meeting be adjourned at 3:21 pm.*

**CARRIED**

Certified Correct:

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Penny Cote,  
Vice-Chairperson

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Russell Dyson,  
Chief Administrative Officer