



Alberni-Clayoquot Regional District

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, MAY 25, 2016, 11:00 AM

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

- DIRECTORS PRESENT:** Penny Cote, Vice-Chairperson, 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)
Lindsay Rogers, Alternate Director, Electoral Area "F" (Cherry Creek)
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Ron Paulson, Alternate Director, City of Port Alberni
Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)
Sally Mole, Alternate Director, District of Ucluelet
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Mike Irg, Manager of Planning and Development
Teri Fong, Manager of Finance
Wendy Thomson, Manager of Administrative Services
Dan Holder, Emergency Program Coordinator Contractor
- OTHERS PRESENT:** Davina Hartwell, City Clerk, City of Port Alberni
Denis Sauve, Councillor, City of Port Alberni

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 11:00 am.

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

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. **REPORTS**

Alternate Director Mole entered the meeting at 11:07 am.

The Chief Administrative Officer conducted a presentation on the Emergency Program in the Alberni-Clayoquot Regional District, the provincial emergency program and the BC Emergency Response System (BCERMS). An overview of the Emergency Operations Centre (EOC) organizational chart was provided.

Role of the ACRD Board of Directors and Port Alberni City Council

The CAO provided an overview of the Alberni Valley Emergency Program and roles of the Alberni Valley Directors and City of Port Alberni Mayor and Council in the event of a major emergency or disaster. A handout was provided highlighting roles and responsibilities of the Board and Council as per the BC Emergency Program Act.

Review Exercise Coastal Response and Directors Involvement Specifically

The CAO reported on the upcoming Emergency Coastal Response (ECR) Exercise in Port Alberni, June 7th to 10th and highlighted important dates. A Welcome Reception will be held on June 6th 7:00 – 9 pm at Echo Centre for all ECR participants. On June 7th at 7:45 am there will be an earthquake followed by a Tsunami. Shortly thereafter, the Emergency Operations Centre will open and function for 4 days. The CAO provided an overview on how Directors will be engaging during the exercise. A mock Board meeting will be held on June 8th.

4. **ADJOURN**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT this meeting be adjourned at 12:18 pm.

CARRIED

Certified Correct:

Penny Cote,
Vice-Chairperson

Russell Dyson,
Chief Administrative Officer