



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 12, 2017, 1:30 PM

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

DIRECTORS

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

PRESENT:

Josie Osborne, Vice-Chair, Mayor, District of Tofino
Bob Baden, Alternate 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)
Pam Craig, Alternate 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
Alan McCarthy, Member of Legislature, Yuułuꞑiꞑath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Keith Wyton, Director, Electoral Area "A" (Bamfield)
John McNabb, Director, Electoral Area "E" (Beaver Creek)

STAFF PRESENT:

Wendy Thomson, Acting Chief Administrative Officer
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Janice Hill, Acting 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 Banton

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

8j. *Request for Decision, Air Quality Society Grant Application – Vancouver Foundation.*

12a. *Block Watch invitation and information.*

16a. *CAO Recruitment update (In-Camera).*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 22, 2017

MOVED: Director Bennett

SECONDED: Director Ruttan

THAT the minutes of the Board of Directors meeting held on March 22, 2017 be adopted.

CARRIED

**b. Committee-of-the-Whole Meeting – March 22, 2017
March 23, 2017**

MOVED: Director Banton

SECONDED: Director Cote

THAT the minutes of the Committee-of-the-Whole meeting held on March 22, 2017 be adopted.

CARRIED

c. Appointment of Fire Chiefs Committee – March 16, 2017

MOVED: Director Cote

SECONDED: Director Ruttan

THAT the minutes of the Appointment of Fire Chiefs Committee meeting held on March 16, 2017, be adopted.

CARRIED

d. Alberni Valley Emergency Planning Liaison Group Meeting – March 23, 2017

MOVED: Director Ruttan

SECONDED: Director Cote

THAT the minutes of the Alberni Valley Emergency Planning Liaison Group meeting held on March 23, 2017 be adopted.

CARRIED

e. Committee-of-the-Whole Meeting – April 4, 2017

*MOVED: Director Banton
SECONDED: Director Bennett*

THAT the minutes of the Committee-of-the-Whole meeting held on April 4, 2017 be adopted.

CARRIED

f. West Coast Committee Meeting – April 5, 2017

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

THAT the minutes of the West Coast Committee meeting held on April 5, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

**a. Federation of Canadian Municipalities (FCM), March 17, 2017
requesting Financial Support for FCM's Legal Defense Fund.**

*MOVED: Director Ruttan
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors support FCM's legal defense fund in the amount of \$750.12 and request further details on what the donation supports.

CARRIED

**b. Ministry of Transportation & Infrastructure, March 24, 2017, Proposed
Flood Assessment Review.**

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

THAT staff be instructed to investigate funding to conduct a flood assessment review for the Somass River Watershed through the National Disaster Mitigation Program and report back to the Board of Directors.

CARRIED

*MOVED: Director Ruttan
SECONDED: Director Cootes*

THAT Director Cote and other interested Directors be authorized to attend the West Coast Aquatic - Integrated Fisheries & Flood Management Meeting on April 20, 2017 and report back to the Board of Directors.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **WESTERN CANADA MARINE RESPONSE CORPORATION**
Marine Spill Response Base Proposal for Port Alberni & Ucluelet
- b. **SIBAC/BC RURAL CENTRE**
Keeping It Rural 2017 Conference
- c. **ISLAND COASTAL ECONOMIC TRUST**
Venture Connect Upgrades will Help Keep Businesses Operating Locally
- d. **MINISTRY OF FORESTS, LANDS & NATURAL RESOURCE OPERATIONS TO DISTRICT OF COLDSTREAM**
Provincial Private Moorage Program
- e. **CITY OF VERNON**
Petition to remove GST being charged on Carbon Tax
- f. **MINISTRY OF ABORIGINAL RELATIONS**
Maa-nulth Government to Government Agreement

*MOVED: Director Kokura
SECONDED: Director McLeman*

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

CARRIED

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT the Board of Directors invite the Western Canada Marine Response Corporation to present at a future meeting regarding the Marine Spill Response Base proposal for Port Alberni and Ucluelet.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 575.

MOVED: Director Kokura
SECONDED: Director Banton

THAT the Board of Directors approve Finance Warrant Number 575 in the amount of \$963,646.96 dated March 31, 2017.

CARRIED

b. Request for Decision regarding Sproat Lake Lakebed Licence Renewal, Dickson Park.

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors amend the Sproat Lake Lakebed Licence agreement with TimberWest Forestry Company and delete section 2.1 – “March 30, 2017” and replace with “March 30, 2020” and pay a term fee of \$10.00 and authorize the acting CAO to enter into the agreement.

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

THAT the ACRD Board of Directors instruct staff to investigate acquiring the foreshore lease area.

CARRIED

c. Request for Decision regarding Traverse Trail Proposed Southern Extension.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni Clayoquot Regional District Board of Directors engage the services of McElhanney Engineering to undertake preliminary design and costing for the south side of the Traverse Trail proposed extension for a cost of \$6,420.00 with the funding to come from Regional Parks.

CARRIED

d. Request for Decision regarding Special Operating Facilitation Agreement (SOFA).

MOVED: Director Bennett
SECONDED: Director S. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors approve and enter into the Special Operations Facilitation Agreement (SOFA) between Nav Canada Nanaimo FSS, the Tofino-Long Beach Airport, and Point Break Skydiving to allow Point Break Skydiving to operate at the airport.

CARRIED

e. Request for Decision regarding Alberni-Clayoquot Regional District Vehicle Maintenance.

MOVED: Director Cootes
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors award Nexcar Sales Ltd. the ACRD vehicle maintenance contract for 12 months commencing May 1, 2017.

CARRIED

f. Request for Decision regarding 2017-2018 Annual Operating Agreement.

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors defer the following:

- *Transit Service Agreement between BC Transit and the ACRD*
- *Annual Operating Agreement between BC Transit and the ACRD.*

CARRIED

MOVED: Director
SECONDED: Director

g. Request for Decision regarding Kiosk # 9 – Long Beach Airport Terminal Building.

MOVED: Director Osborne
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a five year lease agreement with Orca Air for kiosk #9 at the Long Beach Airport

terminal building, commencing May 1, 2017 to April 30, 2022 for \$6,720 per year plus GST plus applicable CPI increases.

CARRIED

h. Request for Decision regarding Kiosks #6 & 7 – Long Beach Airport Terminal Building.

MOVED: Director Bennett
SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors enter one year lease agreement with an additional one year renewal option with Devon Transportation Ltd. for kiosk #6 at the Long Beach Airport terminal building, commencing May 1, 2017 to April 30, 2018 for \$6,000 per year plus GST plus applicable taxes plus CPI increase at renewal.

CARRIED

i. Request for Decision regarding Automated External Defibrillator Supply Agreement

MOVED: Director Cote
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a three (3) year Automated External Defibrillator (AED) Supply agreement with the Heart and Stroke Foundation of Canada to place an AED in the Alberni-Clayoquot Regional District office, and authorize the Chairperson and Chief Administrative Officer to enter into the Agreement on behalf of the ACRD.

CARRIED

MOVED: Director Banton
SECONDED: Director Cootes

THAT the ACRD Board of Directors send a letter of appreciation to the BC Heart and Stroke Foundation for it's donation.

CARRIED

j. LATE ITEM: Request for Decision regarding Air Quality Society Grant Application – Vancouver Foundation

MOVED: Director Osborne
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District apply for a grant up to \$15,000 to create an Alberni Valley Air Shed Management Plan through the Vancouver

Foundation and assign the Alberni Air Quality Society as the 'Intermediary Organization' to complete plan.

CARRIED

9. PLANNING MATTERS

- a. DVC16014, STYLES, 1146 SIXTH AVENUE (LONG BEACH)**
Development Variance Application – Memorandum

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Board of Directors defer the application until the next board meeting.

CARRIED

- b. TUP17009, 0742479 BC LTD, LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, PLAN EPP6547 (SPROAT LAKE)**
Temporary Use Permit Application Renewal – Memorandum & Permit

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors issue Temporary Use Permit TUP17009.

CARRIED

- c. DVF16015, DODS, 370 FRANKLIN RIVER ROAD (CHERRY CREEK)**
Development Variance Application – Memorandum & Permit

MOVED: Director Banton

SECONDED: Director Kokura

THAT the Board of Directors issue development variance permit DVF16015.

CARRIED

- d. AGRICULTURE PLAN IMPLEMENTATION CONTRACT**
Request for Decision

MOVED: Director Ruttan

SECONDED: Director Cote

THAT the Board of Directors award a contract to Eden Tree Farm and Gardening to provide agricultural support services until December 31, 2017 with the cost of the contract not to exceed \$30,000.

CARRIED

e. SLAUGHTER LICENSING IN THE ACRD
Request for Decision and Background Plan

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Board of Directors provide a letter of support and endorse the Alberni Farmers' Institute's request to include the Alberni-Clayoquot Regional District as a designated region for Class D and E slaughter licensing under the Meat Inspection Regulation of the Food Safety Act.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Administration Department Monthly Staff Report – April 7, 2017**
- b. Planning and Development Report – April 12, 2017**
- c. Financial Department Report – April 6, 2017**
- d. Environmental Services Manager Report – April 6, 2017**
- e. Staff Action Items Report- April 6, 2017**
- f. Bamfield Water System-Clean Water and Wastewater Funding Announcement – April 12, 2017**

MOVED: Director Kokura

SECONDED: Director Bennett

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. Vancouver Island Regional Library**
From the Board Table – March 18, 2017
- b. Central Westcoast Forest Society**
Update – March 15, 2017
- c. Municipal Insurance Association of British Columbia**
 - 2016 Annual Report
- d. Municipal Finance Authority of British Columbia**
 - 2017 Annual General Meeting – M. Kokura (Verbal)

Director Kokura provided an overview of the 2017 AGM held March 29 and 30th.

MOVED: Director Bennett
SECONDED: Director McLeman

THAT reports a-d be received.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Late Business – Block Watch Brochure and invitation

MOVED: Director Cote
SECONDED: Director Kokura

THAT the invitation from Block Watch be received.

CARRIED

13. QUESTION PERIOD

14. RECESS

MOVED: Director Osborne
SECONDED: Director Cote

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 2:27 pm

15. RECOVENE

The meeting was reconvened at 2:37 pm

16. IN-CAMERA

MOVED: Director Cote
SECONDED: Director Kokura

THAT the meeting be closed to the public to discuss matters relating to Section 90 (1) (c) of the Community Charter:

i. *Labour relations or other employee relations.*

CARRIED

17. **RE-OPEN**

The meeting was re-opened to the public at 2:52 pm.

17. **ADJOURN**

MOVED: Director Osborne

SECONDED: Director Kokura

THAT this meeting be adjourned at 2:52 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer