



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 22, 2017, 1:30 PM

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

DIRECTORS

PRESENT:

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
Josie Osborne, Vice-Chairperson, Mayor, District of Tofino
Keith Wyton, 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)
John McNabb, Director, Electoral Area "E" (Beaver Creek)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Councillor, City of Port Alberni (Alternate)
Jack McLeman, Councillor, City of Port Alberni
Marilyn McEwen, Councillor, District of Ucluelet (Alternate)
Alan McCarthy, Member of Legislature, Yuułuꞑiꞑath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Dianne St. Jacques, Mayor, District of Ucluelet
Mike Ruttan, Mayor, City of Port Alberni

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 Kokura

SECONDED: Director McNabb

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

- 6a. *Correspondence from the Alberni Valley Outdoor Club regarding public access to Island Timberlands Lands and to the Parks within these lands.*
- 7c. *Correspondence from the Alpine Club of Canada Vancouver Island Section regarding public access to parks on private Lands.*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – February 8, 2017

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the minutes of the Board of Directors meeting held on February 8, 2017 be adopted.

CARRIED

b. Committee-of-the-Whole Meeting – February 8, 2017

MOVED: Director McNabb

SECONDED: Director Cote

THAT the minutes of the Committee-of-the-Whole meeting held on February 8, 2017 be adopted.

CARRIED

c. Long Beach Airport Advisory Committee Meeting – February 1, 2017

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the minutes of the Long Beach Airport Advisory Committee meeting held on February 1, 2017 be adopted.

CARRIED

d. Beaver Creek Water Advisory Committee Meeting – February 14, 2017

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on February 14, 2017 be adopted.

CARRIED

e. Alberni Valley & Bamfield Services Committee Meeting – February 15, 2017

MOVED: Director Banton

SECONDED: Director Cote

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on February 15, 2017 be adopted.

CARRIED

f. Electoral Area Directors Committee Meeting – February 15, 2017

MOVED: Director Bennett

SECONDED: Director Cote

THAT the minutes of the Electoral Area Directors Committee meeting held on February 15, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Christopher Donison, Executive Artistic Director, Music by the Sea regarding Update and Usage of Grant Funds.

Mr. Donison reported that Music by the Sea is coming into their 12th year. He provided an update on Music by the Sea and their activities for 2017. New members will be joining their Board. He circulated the program from 2016. Mr. Donison reported they rely on support from the ACRD, Community of Bamfield and the Federal and Provincial government. Mr. Donison thanked the ACRD for their continued support.

b. Heather Shobe, Anna Lewis, Agricultural Support Workers regarding Update on Agricultural Plan Initiatives.

Ms. Shobe and Ms. Lewis, agricultural support workers for the Alberni-Clayoquot Regional District reported on the Islands Agriculture Show held February 3rd & 4th in Port Alberni. The event was a great success. The delegation provided an overview on the Alberni Agricultural Plan Implementation Project including project objectives and phase 3 success stories.

6. CORRESPONDENCE FOR ACTION

a. LATE ITEM: REQUEST FOR JOINT MEETING

Alberni Valley Outdoor Club, February 17, 2017 regarding request for Regional District to host a meeting with motorized and non-motorized users, fishers and others with Island Timberlands.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the ACRD Board of Directors request Island Timberlands to host a public information meeting and share information on their draft recreation policy.

DEFEATED

MOVED: Director Banton

SECONDED: Director Minions

THAT the ACRD Board of Directors invite Island Timberlands to meet with the ACRD Board of Directors to share their draft recreation policy.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST**
Huu-ay-aht Walking Trail to Connect Bamfield and Anacla, Promoting Aboriginal Tourism Opportunities
- b. **DISTRICT OF METCHOSIN TO ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Aboriginal Day
- c. **MR. RON LEPIN TO ISLAND TIMBERLANDS**
Gate Closure on Cameron Connector to Arrowsmith
LATE ITEM: ALPINE CLUB OF CANADA VANCOUVER ISLAND SECTION
Public Access to Parks on Private Lands
- d. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
2016 Asset Management Planning Program (Asset Management Integration)
- e. **WEST COAST ENVIRONMENTAL LAW**
Open Letter to BC Local Governments

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Audio System for Boardroom.**

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the ACRD Board of Directors approve option 2 as presented for the purchase of an audio system for the ACRD board room at a cost of \$7,928.35.

MOVED: Director Osborne
SECONDED: Director McNabb

THAT the above motion be tabled until later in the meeting to receive further information from the IT Contractor on livestreaming capabilities.

CARRIED

- b. Request for Decision regarding request from Zoran Knezevic, owner of DL 130 & DL 60, Lot 2 VIP64541 to attain road access to private land through the Alberni Valley Regional Airport land.**

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the Board of Directors direct staff to enter into discussions with the owner of DL 130 & DL 60, Lot 2 VIP64541 to provide a road access agreement to his property in exchange for a height restriction covenant to be placed on the two sections of land within the Obstacle Limitation Surface of the Alberni Valley Regional Airport subject to: the private land uses complying with the ACRD Zoning Bylaw and Agriculture Land Commission Act.

CARRIED

- c. Request for Decision regarding Review of Rates – Skydiving Operation at Long Beach Airport.**

MOVED: Director Osborne
SECONDED: Director Bennett

THAT the ACRD Board of Directors instruct staff to investigate rates for skydiving businesses at other regional airports and provide the information to the ACRD Board of Directors to consider possible bylaw changes to the fees and charges at the Long Beach Airport to reflect a fee for skydiving operations.

CARRIED

MOVED: Director Osborne
SECONDED: Director McEwen

THAT the ACRD Board of Directors instruct staff to investigate lease options for the possible landing area and provide to the Long Beach Airport Advisory Committee for consideration and recommendation to the ACRD Board.

CARRIED

d. Request for Decision regarding Alberni Landfill Gas Generation Report.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Landfill – Landfill Gas Generation report and direct staff to implement solid waste diversion initiatives that reduce the creation of landfill gas for inclusion as identified in the report for inclusion in the 2017-2021 Financial Plan.

CARRIED

e. Request for Decision regarding Alberni Valley Landfill Operations Contract Amendment.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the following amendments to the Alberni Valley Landfill Operations Contract – October 1, 2014 to September 30, 2019:

- a. Amend Article 16 – Line of Credit – Agreement to allow for the use of a performance bond instead of a line of credit.*
- b. Remove Article 17 – Builders Liens– Agreement that currently requires a holdback.*

CARRIED

f. Request for Decision regarding Beaver Creek Community Club Funding Request. (referred from Feb.15/17 Electoral Area Directors Meeting)

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the ACRD Board of Directors amend the 2017 – 2021 ACRD Financial Plan to include the allocation of \$10,000 in gas tax funding to the Beaver Creek Community Club.

CARRIED

g. Request for Decision regarding 1st Reading of the 2017 Financial Plan.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors give first reading to Bylaw cited as 'Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan'.

MOVED: Director Wyton
SECONDED: Director McNabb

THAT Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan be amended by reducing the Bamfield Emergency Services tax requisition from \$13,900.00 to \$11,900.00 in 2017.

CARRIED

MOVED: Director McNabb
SECONDED: Director Banton

THAT Bylaw F1131, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan be amended to reflect gas tax funds in the amount of \$10,000 allocated to the Beaver Creek Community Club, instead of through a grant-in-aid in 2017.

CARRIED

The main motion of first reading of the 2017 – 2021 ACRD Financial Plan as amended was:

CARRIED

9. PLANNING MATTERS

- a. RE16007, PELLETIER & CRAWFORD, 6770 BEAVER CREEK ROAD (BEAVER CREEK)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1346 and P1347

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director McNabb
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1346 be read a second time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1346 be read a third time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1347 be read a second time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1347 be read a third time.

CARRIED

b. RE16006, COLYN, 5633 STRICK ROAD (BEAVER CREEK)

Rezoning Application – Bylaw P1350

MOVED: Director McNabb

SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1350 be read a second time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1350 be read a third time.

CARRIED

c. MISC17003, VICINITY OF ALBERNI VALLEY AIRPORT (SPROAT LAKE)
Miscellaneous Referral – Memorandum

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the Board of Directors direct staff to provide a response to the Ministry of Forests, Lands and Natural Resource Operations stating that the proposed Land Act Section 17 Conditional Withdrawal for the purpose of Habitat Conservation for the Western Painted Turtle (*Chrysemys picta bellii*) not be supported due to the reasons outlined in this report.*

CARRIED

d. MISC17004, REGIONAL GROWTH STRATEGY AMENDMENT (REGIONAL DISTRICT OF NANAIMO)
Miscellaneous Referral – Memorandum

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Board of Directors accept “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” which was amended January 24, 2017 and direct staff to respond that the Regional District’s interests are unaffected.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – February 17, 2017
- b. Meeting Schedule – March 2017
- c. Building Inspector’s Report – January 2017

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

10.2 COMMITTEE REPORTS

a. Bamfield Water Committee Meeting– Monday, February 20, 2017
K. Wyton (Verbal)

Director Wyton reported on the Committee meeting. The Committee reviewed the 2017 – 2021 ACRD Financial Plan for Bamfield. The Committee also received an update on the Bamfield water treatment plant project.

MOVED: Director Wyton
SECONDED: Director McNabb

THAT this verbal report be received.

CARRIED

b. Parcel Tax Review Committee Meeting – Wednesday, February 22, 2017
J. McNabb/P. Cote/K. Wyton (Verbal)

Director McNabb reported on the meeting held this morning. There were no requests for amendments to the 2017 Parcel Tax Roll. The Committee authenticated the 2017 Parcel Tax Roll as presented.

MOVED: Director McNabb
SECONDED: Director McLeman

THAT this verbal report be received.

CARRIED

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb**
 - 2017 NI 9-1-1 Adopted Budget
- b. Vancouver Island Regional Library - L. Banton – No report**
- c. Central West Coast Forest Society – T. Bennett – No Report**
- d. Alberni Valley Chamber of Commerce – J. McLeman – No Report**
- e. Coastal Communities Network – T. Bennett**

Director Bennett reported the Network's \$10,000 funding application through the rural dividend fund was turned down. The Network were advised if they re-submit their application through the ACRD, there is a good chance their application will be successful. A report will be coming to the ACRD Board for consideration.

f. West Island Woodlands Advisory Group – M. Kokura

Director Kokura reported on the February 9th meeting. One of the topics of discussion was Island Timberlands and access issues. Western Forest Products made a presentation to the Group and advised APD and Somass mills were

shutting down due to a shortage of logs. They are expect to be back up and operating by mid-March. Next meeting is on the 13th of April.

g. Island Coastal Economic Trust –J. Jack – No Report

h. Air Quality Council, Port Alberni – K. Wyton

Director Wyton reported his first meeting on the Council is scheduled for March 16th. Ms. Sarah Thomas, Council Coordinator provided a report on a recent study conducted in the Comox Valley connecting the relationship of wood smoke to increased risk of heart attacks. A formal thank you went out to Director McNabb for his service on the Council.

i. West Coast Aquatic Board – T. Bennett/K. Wyton

Director Bennett reported on the open house held on Family Day at the Aquarium.

j. Association of Vancouver Island & Coastal Communities – P. Cote

Director Cote reminded the Board today is the cut-off for resolution submissions. The AVICC Annual convention is scheduled for April 7 – 9th in Campbell River. Registration is open now.

k. Beaver Creek Water Advisory Committee – J. McNabb

Director McNabb reported on the Committee meeting held on February 14th. He thanked and congratulated the Manager of Environmental Services and his department for their services to the Beaver Creek Water System. The system is in the best shape ever, probably since it was installed.

l. Other Reports – No Reports

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Board of Directors receive the member reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Kokura

SECONDED: Director Osborne

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

i. *Labour relations or other employee relations.*

CARRIED

The meeting was closed to the public at 3:37 pm.

The meeting was re-opened to the public at 5:19 pm

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the tabled motion regarding purchase of boardroom audio equipment be lifted from the table.

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the ACRD Board of Directors approve option 2 as presented for the purchase of an audio system for the ACRD boardroom at a cost of \$7,928.35.

MOVED: Director Osborne

SECONDED: Director Banton

THAT the above motion be postponed until the next Board of Directors meeting in order to receive further information from the ACRD IT Contractor regarding the addition of live streaming equipment and cost implications.

CARRIED

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The following resolutions passed at the in-camera portion of the meeting were reported out in open meeting:

- a. The ACRD Board of Directors accepted the letter dated February 17, 2017 from Russell Dyson, CAO advising of his resignation effective May 13, 2017.
- b. The ACRD Board of Directors supported the CAO's proposal to post internally a new CUPE position for a two-year term in the Environmental Services Department to continue with capital projects, land tenures and parkland planning and maintenance.
- c. The ACRD Board instructed Chair John Jack, Vice Chair Josie Osborne and staff to develop a Terms of Reference for a CAO Recruitment Committee and Scope of Work for the Committee and bring to the March 8, 2017 Board meeting.

- d. The ACRD Board instructed staff to amend the 2017-2021 ACRD Financial Plan to include up to a maximum of \$40,000 in General Government Services for the CAO recruitment process.
- e. The ACRD Board of Directors appointed Wendy Thomson Acting Chief Administrative Officer effective May 13, 2017, until a new candidate is appointed by the ACRD Board of Directors and FURTHER the salary of Acting Chief Administrative Officer Wendy Thomson was set at 25% above current salary for the first six months of the assignment, and 30% above current salary for any period beyond six months (September 27, 2017).

16. ADJOURN

MOVED: Director Kokura

SECONDED: Director Bennett

THAT this meeting be adjourned at 5:22 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer