



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 25, 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-Chair, 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)
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
Alan McCarthy, Member of Legislature, Yuułuꞵiꞵath Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS: Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Penny Cote, Director, Electoral Area "D" (Sproat Lake)

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Teri Fong, Manager of Finance
Andrew McGifford, Manager of Environmental Services
Wendy Thomson, Manager of Administrative Services
Alex Dyer, Planner

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 pm.

The Chairperson recognized the meeting this afternoon 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 with the addition of the following late item:

- i. *Request for Decision – Board Resolution to Support Application for Alberni Valley Fire Smart Grant Program.*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting - January 11, 2017

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the minutes of the Board of Directors meeting held on January 11, 2017 be adopted.

CARRIED

b. West Coast Committee Meeting – January 12, 2017

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the minutes of the West Coast Committee meeting held on January 12, 2017 be adopted.

CARRIED

c. Alberni-Clayoquot Transportation Committee Meeting – January 11, 2017

MOVED: Director Banton

SECONDED: Director McLeman

THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on January 11, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Inspector Brian Hunter, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Quarterly Report.

Inspector Hunter provided an overview of the quarterly policing report for the Port Alberni RCMP Detachment. He also reported on the following activities at the local Detachment: general duties staffing assessment, creation of a crime reduction team and a proposed town hall meeting to talk about drugs in the community.

b. Ms. Mel Francoeur, Resident, regarding roaming livestock in Beaver Creek & request for changes to regulations.

Ms. Francoeur presented an issue with livestock at large in the Port Alberni rural areas and circulated correspondence to the Board. Ms. Francoeur and her husband own a 10 acre hobby farm in Beaver Creek. She discussed safety concerns with roaming livestock in the rural areas. Ms. Francoeur requested the ACRD Board to consider making the rural areas pound or commissionaire. She circulated a copy of Comox Valley Regional District's bylaw for impounding and licensing of animals.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the ACRD Board of Directors refer this issue to the CAO to investigate a bylaw for impounding and licensing of animals in the rural areas and report back to the Board.

CARRIED

c. Ms. Sarah Thomas, Air Quality Council, Mr. Earle Plain, Air Quality Meteorologist, Ministry of Environment, regarding update on the air quality initiatives and directions.

Ms. Thomas provided an overview of the Air Quality Council and their plans/initiatives for 2017. The Council's major role is to identify sources of pollution in the Alberni Valley and identify ways to improve air quality. Mr. Plain conducted an overview of the air quality data for Port Alberni. The data is a great tool for air shed management in Port Alberni. He reported on woodstoves and backyard burning and impacts on health. The delegation requested the ACRD to move forward on managing woodstove smoke in densely populated areas of the ACRD by harmonizing with the City of Port Alberni's bylaws and to move forward to regulate residential backyard burning in densely populated areas of the ACRD.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the request from the Air Quality Council regarding managing woodstove smoke and backyard burning in densely populated area in the region be referred to the Electoral Area Directors Committee for consideration.

CARRIED

d. Ms. Ellen Froid, Executive Director, Alberni Community & Women's Services Society regarding upcoming fundraising event entitled Coldest Night.

Ms. Frod provided an overview of the Alberni Community & Women's Services Society and services provided in the community and presented their upcoming fundraising event "Coldest Night". The fundraising is being held on February 25th and is aimed at raising funds for those who are cold and hungry in the community. It's a team based concept where teams can do a 2, 5 or 10 k walk. To date they have 20 teams signed up for the event. Ms. Frod challenged the ACRD to sign up a team.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated October 26, 2016 from Coastal Community Network requesting the Alberni-Clayoquot Regional District agree to be host applicant to the BC Rural Dividend Fund on behalf of the Coastal Community Networks application to complete stage 1 literature review for a Pacific Coastal Sustainability Charter.**

The Chairperson left the meeting at 2:40 pm. The Vice-Chairperson assumed the Chair.

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District agree to be host applicant on behalf of the Coastal Community Network for their application to complete stage 1 literature review for a Pacific Coastal Sustainability Charter to the BC Rural Dividend Fund.

CARRIED

- b. **Correspondence dated January 13, 2017 from Union of British Columbia Municipalities regarding Chairs/CAO Forum 2017 March 28 & 29, 2017 in Victoria, BC.**

MOVED: Director McNabb
SECONDED: Director Banton

THAT Chairperson John Jack and Chief Administrative Officer Russell Dyson be authorized to attend the Chairs/CAO Forum 2017 scheduled for Tuesday, March 28th and Wednesday, March 29th, 2017 in Victoria, BC.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND CORRIDOR FOUNDATION**
Upcoming Community Round Table Meeting
- b. **ISLAND COASTAL ECONOMIC TRUST**
New Salish Sea Marine Trail will Bring Paddlesports Tourists to the Region

- c. **HUU-AY-AHT FIRST NATION**
Reconciliation
- d. **MINISTRY OF TRANSPORTATION & INFRASTRUCTURE**
Response to ACRD correspondence with regards to the pavement conditions on Toquaht Bay Road

MOVED: Director Bennett

SECONDED: Director McCarthy

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

Chairperson Jack re-entered the meeting at 2:45 pm

- a. **Request for Decision regarding 2017 Standing/Select Committee Appointments & Appointments to Outside Organizations.**

MOVED: Director McNabb

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2017 ACRD Standing/Select Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented.

CARRIED

Chairperson Jack re-assumed the Chair.

- b. **Request for Decision regarding Updated Terms of Reference – West Coast Committee.**

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the ACRD Board of Directors approve the updated Terms of Reference for the West Coast Committee as presented.

CARRIED

- c. **Request for Decision regarding Terms of Reference – Alberni Valley Emergency Planning Policy Group & Alberni Valley Emergency Planning Liaison Group.**

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors approve the following Terms of Reference as presented:

- a. Alberni Valley Emergency Planning Policy Group*
- b. Alberni Valley Emergency Planning Liaison Group*

MOVED: Director Wyton

SECONDED: Director McCarthy

THAT the main motion be amended as follows:

The Terms of Reference for the Alberni Valley Emergency Planning Policy Group be amended to include Electoral Area "A" (Bamfield) as a member under section 3.1.

CARRIED

The main motion as amended was

CARRIED

d. Request for Decision regarding Alberni-Clayoquot Health Network Website and Branding Project.

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors award the Alberni-Clayoquot Health Network Website and Branding project to Geeks on the Beach in the amount of \$5,208.00 including GST with an annual maintenance fee of \$628.00.

CARRIED

e. Request for Decision regarding Security Issuing Bylaw F1130

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1130, 2017".

CARRIED

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1130, 2017".

CARRIED

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1130, 2017".

CARRIED

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1130, 2017".

CARRIED

f. Request for Decision regarding Participation in the Federation of Canadian Municipalities Community Infrastructure Partnership Project (CIPP).

MOVED: Director Wyton

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors agree to the participation in the FCM Community Infrastructure Partnership Project (CIPP) from January 31, 2017 to March 31, 2018, which includes the following:

- *Two workshops with the neighboring communities between January 31, 2017 and March 31, 2018, facilitated by CIPP Staff.*
- *Participation of (Andrew McGifford, Manager of Environmental Services) and (Director Keith Wyton) or their alternate to serve on a monthly working group.*
- *Regular participation in the First Nation – Municipal Network on LinkedIn.*
- *Serve as a mentor for others interested in pursuing First Nation – municipal collaboration.*
- *Ongoing community engagement and keeping the community informed about CIPP.*
- *Maintaining communication with CIPP staff as required.*

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the above recommendation be deferred to the next Board of Directors meeting in order to receive additional information from staff on cost implications.

CARRIED

g. Request for Decision regarding Recommendations from the West Coast Committee regarding West Coast Multiplex Project – Phase 1 Arena.

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Board of Directors of the ACRD receive the West Coast Multi Plex Phase 1 – Arena Feasibility Study report of 2016 completed by Recreation Excellence.

CARRIED

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the Board of Directors of the ACRD instruct staff to investigate the conduct of a public opinion poll to determine support for the West Coast Multiplex Phase 1 – Arena.

CARRIED

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Board of Directors of the ACRD Regional District share potential operating costs of the West Coast Multi Plex with the Toquaht Nation and the Yuułu?it?ath? Government and ask that they participate in the service.

CARRIED

h. Request for Decision regarding Appointment of Fire Chief – Bamfield Volunteer Fire Department.

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Phil Lavoie, Fire Chief of the Bamfield Volunteer Fire Department for a one year term.

CARRIED

MOVED: Director Wyton

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District forward a letter of appreciation to Mr. Mark Kelly for serving as interim Fire Chief of the Bamfield Volunteer Fire Department and for agreeing to continue on as Deputy Fire Chief of the Department.

CARRIED

i. LATE ITEM: Request for Decision regarding Board Resolution to Support Application for Alberni Valley Firesmart Grant Program.

Director Banton left the meeting at 3:22 pm

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors apply to the Strategic Wildfire Prevention Initiative for a 2017 Firesmart Planning Grants for the rural areas of the Alberni Valley.

CARRIED

Director Banton re-entered the meeting at 3:23 pm.

9. PLANNING MATTERS

a. DVE16016, REDMAN, 4585 COMPTON ROAD (BEAVER CREEK)
Development Variance Application – Report

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Board of Directors consider issuing development variance permit DVE16016.

CARRIED

b. SE16009, BOWERMAN, 6476 BEAVER CREEK ROAD (BEAVER CREEK)
Subdivision Application/Parcel Frontage Waiver – Memorandum

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors waive the 10% road frontage requirement for proposed Remainder Lot 7 as per plan 7729.

CARRIED

c. BUILDING SETBACKS FROM WATER COURSES, LAKES AND OCEAN (ALL ELECTORAL AREAS)

Request for Decision

MOVED: Director Wyton
SECONDED: Director Bennett

THAT this report be referred to the Electoral Area Directors Committee and request staff to provide further information on possible implications on development.

CARRIED

- d. RT11006, LONG BEACH AIRPORT, 188 AIRPORT ROAD (LONG BEACH)**
Text Amendment and Rezoning – Public Hearing Report, Public Hearing Minutes and Bylaws P1282 and P1283

MOVED: Director Bennett
SECONDED: Director Banton

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Bennett
SECONDED: Director Wyton

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Bennett
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1282 be read a second time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1282 be read a third time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Wyton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1283 be read a second time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1283 be read a third time.

CARRIED

e. MISC16020, MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS, WOODLOT REPLACEMENT AREAS (BEAUFORT, SPROAT LAKE AND CHERRY CREEK)

Miscellaneous Referral – Memorandum

MOVED: Director Kokura
SECONDED: Director McNabb

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 Woodlot W1479 replacement lands and/or Forestry License to Cut lands do not impact the Regional District's interests subject to consideration of the comments outlined in this report.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a.** Staff Action Items Report – January 20, 2017
- b.** Meeting Schedule – February 2017
- c.** Building Inspector's Report – December 2016
- d.** 3rd Avenue – Sprinkler Operational Costs – Follow Up Information Request

MOVED: Director Kokura
SECONDED: Director Bennett

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a.** 9-1-1 Corporation – J. McNabb – No Report
- b.** Vancouver Island Regional Library - L. Banton

Director Banton reported on the VIRL Board Annual General Meeting.

c. Central West Coast Forest Society – T. Bennett – No Report

d. Alberni Valley Chamber of Commerce – J. McLeman

Director McLeman reported he will be presenting on the highway connector at the Chamber of Commerce dinner this evening.

e. Coastal Communities Network – T. Bennett/D. St. Jacques- No Report

f. West Island Woodlands Advisory Group – M. Kokura – No Report

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

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

Director Wyton reported he is the new ACRD representative on the Council and requested to meet with staff and former representative Director McNabb to receive background information on the Council. Director McNabb reported on the last Council meeting.

i. West Coast Aquatic Board – T. Bennett/K. Wyton/J. Osborne – No Report

j. Association of Vancouver Island & Coastal Communities – P. Cote – No Report

k. Beaver Creek Water Advisory Committee – J. McNabb – No Report

l. Other Reports

Director Bennett reported he received an invitation from the Ahousaht First Nation to attend the roll out of their community plan in Tofino. Director Bennett has invited Mr. Trevor Jones to make a presentation to the Board on the roll out of their community plan and provide information to ACRD planning staff. Mr. Jones has agreed and will be contacting staff to make arrangements.

MOVED: Director Ruttan

SECONDED: Director McLeman

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Osborne
SECONDED: Director Banton

THAT the meeting be closed to the public to discuss matters relating to:
i. Discussions with Regional District officers and employees respecting Regional District objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual regional district report].

CARRIED

The meeting was closed to the public at 3:51 pm.

The meeting was re-opened to the public at 4:02 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the ACRD Board of Directors rise and report the following resolution from the in-camera portion of the meeting:

THAT the Board of Directors of the Alberni Clayoquot Regional District receive the ACRD 2016 Priority Setting Workshop Report prepared by Allison Habkirk and endorse the direction and summary of priorities as presented AND THAT financial implications of the report be referred to the 2017 budget discussions.

THAT the Board of Directors of the Alberni Clayoquot Regional District meet again in the spring of 2017 to refine a strategic priorities document that combines past direction and current priorities.

CARRIED

16. ADJOURN

MOVED: Director Kokura
SECONDED: Director Bennett

THAT this meeting be adjourned at 4:02 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer