



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 8, 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
Keith Wyton, Director, Electoral Area "A" (Bamfield)
Mike Kokura, Director, Electoral Area "B" (Beaufort)
Tony Bennett, Director, Electoral Area "C" (Long Beach) (via teleconference)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
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, YuułuꞀiꞀath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Kirsten Johnsen, Member of Council, Toquaht Nation

STAFF PRESENT:

Douglas Holmes, 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
Alex Dyer, Planner

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm.

The CAO recognized the meeting this afternoon being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. ELECTIONS –CHAIR AND VICE-CHAIR

a. ELECTION OF CHAIRPERSON – 2017/2018

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017/2018.

The CAO requested nominations three times. Director Jack and McLeman were nominated and accepted the nomination.

The candidates each provided a two-minute speech on why they should be elected Chairperson.

The CAO and Manager of Administrative Services conducted the election.

The CAO declared Director Jack elected to the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017/2018.

Director Jack assumed the Chair.

b. ELECTION OF VICE-CHAIRPERSON 2017/2018

The Chairperson conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017/2018.

The Chairperson requested nominations three times. Director Osborne and McNabb were nominated and accepted the nomination.

The candidates each provided a two-minute speech on why they should be elected Vice-Chairperson of the Alberni-Clayoquot Regional District for 2017/2018.

The CAO and Manager of Administrative Services conducted the election.

The Chairperson declared Director Osborne elected to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017/2018.

Director McNabb left the meeting at 1:50 pm

3. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director McLeman

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

6a. Late Delegation – Mr. Joe Van Bergen regarding Klehkoot Marina rezoning application RD17006 and the Sproat Lake Clean Water Committee

6b. Late Delegation - Mr. Dan Powell regarding Rezoning Application RD17006

6c. Late Delegation – Mr. Seelenmayer regarding Rezoning Application RD17006

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 25, 2017

MOVED: Director Banton

SECONDED: Director McCarthy

THAT the minutes of the Board of Directors meeting held on October 25, 2017 be adopted.

CARRIED

b. West Coast Committee Meeting – November 1, 2017

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee meeting held on November 1, 2017 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Late Item: Mr. Joe Van Bergen regarding the Rezoning Application RD17006 (Klehkoot Marina) & the Sproat Lake Clean Water Committee.

Mr. Van Bergen spoke against rezoning application RD17006 and provided an overview the Sproat Lake Clean Water Committee and their research on federal/provincial regulations on discharge of sewage in fresh water lakes.

b. Mr. Dan Powell regarding Rezoning Application RD17006

Mr. Powell read out a submitted to the ACRD Board of Directors from Mr. Cassavant regarding rezoning of Klehkoot Marina. Mr. Powell spoke in favour of this application.

c. Mr. Seelenmayer regarding Rezoning Application RD17006

Mr. Seelenmayer spoke in favour of rezoning application RD17006.

7. CORRESPONDENCE FOR ACTION

a. Correspondence dated September 25, 2017 from Dr. Paul Hasselback, Medical Health Officer, Island Health regarding Air Quality Related Health Concerns due to Domestic Wood Burning.

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the ACRD Board of Directors refer the letter from Island Health requesting the Board consider adopting strategies to improved air quality from domestic wood burning to the next Electoral Area Directors Committee.

CARRIED

- b. Correspondence dated November 2, 2017 from Central Westcoast Forest Society requesting a Letter of Support for funding to continue work replacing two culverts with the Alberni-Clayoquot Regional District and to complete the required in-stream and riparian restoration.**

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District forward a letter supporting the Central Westcoast Forest Society's application to the Habitat Conservation Trust Foundation for the English Cove Watershed Project and the Willowbrae Creek Project.

CARRIED

- c. Correspondence dated November 1, 2017 from Vancouver Island Regional Library requesting an Alberni-Clayoquot Regional District appointment and alternate appointment to the Vancouver Island Regional Library Board for the year 2018.**

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the Board of Directors appoint Director Banton as Trustee and Director Cootes as Alternate Trustee on the Vancouver Island Regional Library Board for 2018.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. SHEILA MALCOLMSON, MP, NANAIMO/LADYSMITH**
Bill C-352 – Abandoned Vessels
- b. ISLAND COASTAL ECONOMIC TRUST**
From Vision To Strategy: Ahousaht Plan Will Create Economic Opportunity While Preserving Heritage, Culture, Environment

Working Smarter Means Working Together for Ladysmith Economic Development

- c. **CITIZENS FOR SAFE TECHNOLOGY**
Microcells and Possible Wireless Harm
- d. **MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING**
Summary Report on Local Government Climate Actions 2016
- e. **MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY**
Response to August 23, 2017 letter regarding Carp and American Bullfrog Interactions with Sockeye rearing in Fresh Water Lakes
- f. **SHAUN LONEY**
An Army of Problem Solvers

MOVED: Director Kokura

SECONDED: Director Cootes

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

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Action Plan Development – Examining Potential of New Aquatic Centre.**

MOVED: Director Ruttan

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to meet with City of Port Alberni staff to develop an action plan for examining the potential for development of a new aquatic centre and the provision of aquatic centre services in the Alberni Valley for consideration by the ACRD Board during 2018 budget discussions.

CARRIED

- b. **Request for Decision regarding Signing Authority for Banking Purposes**

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

1. *The following Directors have signing authority:*
 - i. *John Jack, Chairperson*
 - ii. *Josie Osborne, Vice-Chairperson*
 - iii. *Penny Cote, Director, Electoral Area "D" (Sproat Lake)*

2. *The following Staff members have signing authority:*
 - i. *Douglas Holmes, Chief Administrative Officer*
 - ii. *Teri Fong, Manager of Finance*
 - iii. *Wendy Thomson, Manager of Administrative Services*
3. *One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

**c. Request for Decision regarding West Coast Multiplex Design Report.
(reports attached separately)**

MOVED: Director McLeman
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors receive the West Coast Multiplex Design and Costing Report developed by VDA Architecture Ltd.

CARRIED

**d. Request for Decision regarding Community Emergency Preparedness
Fund Grant.**

MOVED: Director Ruttan
SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors submit an application through UBCM to the Community Emergency Preparedness Fund Emergency Social Services requesting a grant in the amount of \$25,000 to support Reception Centre and Group Lodging Kits and Volunteer Recruitment, Engagement and Retention for the Alberni Valley.

CARRIED

**e. Request for Decision regarding Appointments to the Bamfield Parks
Commission.**

MOVED: Director Wyton
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District re-confirm and approve appointments of the following individuals to the Bamfield Parks Commission:

- *Andrea Butler, One Year Term*
- *Peter Herbig, Two Year Term*
- *Louis Druehl, Two Year Term*

AND FURTHER that staff be instructed to work with the area Director and Commission Members to review, update and amend Bylaw 416, Bamfield Parks Commission for consideration by the ACRD Board of Directors.

CARRIED

f. Request for Decision regarding Finance Warrant No. 582.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Board of Directors approve Finance Warrant Number 582 in the amount of \$6,968,598.70 dated October 31, 2017.

CARRIED

10. PLANNING MATTERS

a. BEAVER CREEK WATER SYSTEM – DEVELOPMENT COST CHARGES

Memorandum and Bylaw F1133. (report attached separately)

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the Board of Directors give first reading to “Beaver Creek Water System Service Area Development Cost Charge Bylaw No. F1133, 2017”.

CARRIED

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Board of Directors give second reading to “Beaver Creek Water System Service Area Development Cost Charge Bylaw No. F1133, 2017”.

CARRIED

MOVED: Director Wyton

SECONDED: Director Banton

THAT staff advertise and hold the public consultation session on November 21st 2017 at the Alberni-Clayoquot Regional District office, as recommended within the “Development Cost Charge - Best Practices Guide” by the Ministry of Municipal Affairs & Housing.

CARRIED

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the public meeting for Bylaws F1133, 2017 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director Banton

SECONDED: Director Cote

THAT the Board of Directors direct staff to submit "Beaver Creek Water System Service Area Development Cost Charge Bylaw No. F1133, 2017" and supporting information to the Ministry of Municipal Affairs & Housing.

CARRIED

b. RC17007, ISLAND TIMBERLANDS GP LTD (LONG BEACH)

Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1358 and P1359.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Bennett

SECONDED: Director Banton

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Bennett

SECONDED: Director Banton

THAT Bylaw P1358, South Long Beach Official Community Plan Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Bennett

SECONDED: Director Kokura

THAT Bylaw P1358, South Long Beach Official Community Plan Amendment Bylaw be read a third time.

CARRIED

MOVED: Director Bennett

SECONDED: Director Cote

THAT Bylaw P1359, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Bennett

SECONDED: Director Cote

THAT Bylaw P1359, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

CARRIED

c. RT17008, SALMON BEACH (LONG BEACH)
Zoning Text Amendment – Bylaw P1360

MOVED: Director Bennett

SECONDED: Director Cote

THAT Bylaw P1360, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Bennett

SECONDED: Director Kokura

THAT Bylaw P1360, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.

CARRIED

d. RD17006, 655570 BC LTD, 10412 LAKESHORE ROAD (SPROAT LAKE)
Rezoning Application – Report and Bylaws P1361, P1362 and P1363

MOVED: Director Cote

SECONDED: Director Banton

THAT restrictive covenant FB194076 be modified to allow for a maximum of twenty (20) sleeping units or dwelling units with a maximum floor area of 1,400 ft² excluding any garage or carport, after a public meeting.

CARRIED

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Board of Directors is, at this time, disposed to deny this application and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied.

CARRIED

- e. **RF17005, KAUR, 6106 COTTAM ROAD (CHERRY CREEK)**
Rezoning Application – Memorandum and Bylaw P1349

MOVED: Director Banton

SECONDED: Director Cote

THAT Bylaw P1349, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. **Planning and Development Report – November 2, 2017**
- b. **Staff Action Items Report – November 6, 2017**
- c. **Transport Canada Program Validation Inspection Memo – Nov. 2, 2017**

MOVED: Director Cote

SECONDED: Director Cootes

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

CARRIED

11.2 COMMITTEE REPORTS

- a. **Long Beach Airport Advisory Committee Meeting – November 1, 2017 (J. Osborne) - verbal**

Director Osborne reported on the meeting held on November 1st.

- d. **Personnel Committee Meeting – November 8, 2017 (J. Jack) – verbal**

Director Jack reported on the meeting and advised the Committee will be bringing a draft Terms of Reference for approval at the next Board meeting.

MOVED: Director McLeman

SECONDED: Director Banton

THAT these verbal reports be received.

CARRIED

MOVED: Director Cote
SECONDED: Director Cootes
THAT the following report be allowed as a late item: West Island Woodland Advisory Group.

CARRIED

Director Kokura reported on the Nov 2nd meeting of the West Island Woodland Advisory Group.

12. UNFINISHED BUSINESS

13. LATE BUSINESS

MOVED: Director Ruttan
SECONDED: Director McLeman

THAT the following be allowed for consideration as a late item: waiving tipping fees for the clean-up of the sweep and debris at the end of Sproat Lake.

CARRIED

MOVED: Director McLeman
SECONDED: Director Ruttan

THAT the ACRD Board of Directors waive tipping fees at the Alberni Valley Landfill for the clean-up of the sweep and debris at the end of Sproat Lake.

CARRIED

14. QUESTION PERIOD

15. ADJOURN

MOVED: Director McLeman
SECONDED: Director Banton

THAT this meeting be adjourned at 3:44 pm.

CARRIED

Certified Correct:

John Jack,

Wendy Thomson,

Chairperson

Manager of Administrative Services