



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 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
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
Marilyn McEwen, Councillor, District of Ucluelet (Alternate)
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Dianne St. Jacques, Mayor, District of Ucluelet
Josie Osborne, Vice-Chairperson, Mayor, District of Tofino
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Alan McCarthy, Member of Legislature, Yuuʷuʷiʷaʷath Government

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Alex Dyer, Planner
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:29 pm.

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

Presentation: Charity Hallberg-Dodds, Planning Assistant, 10 Years of Service

The Chairperson presented Charity Hallberg-Dodds, Planning Assistant with a gift of recognition for 10 years of service with the Alberni-Clayoquot Regional District.

2. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director McNabb

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

8d. Request For Decision: Community Emergency Preparedness Fund Grant Application

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 11, 2017

MOVED: Director McNabb
SECONDED: Director Kokura

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

CARRIED

b. West Coast Committee Meeting – October 4, 2017

MOVED: Director McNabb
SECONDED: Director Cote

THAT the minutes of the West Coast Committee meeting held on October 4, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Inspector Brian Hunter, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for July – September, 2017.

The Inspector provided an overview of the policing report for July/September 2017 and their annual performance plan priorities for 2017/2018.

b. Mr. Steve Gray, regarding Rezoning Application # RD17006, 10412 Lakeshore Road, Klehkoot Marina.

Mr. Gray spoke against rezoning application RD17006, 10412 Lakeshore Road.

- c. **Mr. Craig Casavant, regarding Rezoning Application # RD17006, 10412 Lakeshore Road, Klehkoot Marina.**

Mr. Casavant provided an overview of their rezoning application and development plans for expansion of Klehkoot Marina.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence October 17, 2017 from the City of Port Alberni regarding request from property owner of Lot A, (DD EP41630) District Lot 152, Alberni District Plan 7451 Except Part in Plan VIP52692 (3376 Johnston Road); and Lot A, District Lot 152, Alberni District, Plan VIP57061 (3386 Johnston Road) to be included within City Boundaries.**

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors support the extension of the City of Port Alberni boundaries to include Lot A, (DD EP41630) District Lot 152, Alberni District Plan 7451 Except Part in Plan VIP52692 (3376 Johnston Road); and Lot A, District Lot 152, Alberni District, Plan VIP57061 (3386 Johnston Road).

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF AGRICULTURE**
Appointment to Alberni-Clayoquot Regional District Fisheries Resource Committee
- b. **E-COM 9-1-1**
Update of all Telephone and Mobile Wireless Companies Networks
- c. **GOVERNMENT OF CANADA**
Ocean Protection Plan in British Columbia Engagement Session

MOVED: Director Kokura

SECONDED: Director Ruttan

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017 – Adoption.**

MOVED: Director Johnsen
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw E1056-1 cited as "West Coast Multiplex Service Area Amendment, 2017.

CARRIED

b. Request for Decision regarding Board Strategy Session – December 2017.

MOVED: Director Banton
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors agree to conduct a one-day strategic planning session in December 2017 for the purpose of reviewing the Board's Strategic Priorities using internal resources.

CARRIED

c. Request for Decision regarding Conflict of Interest & Legal Advice for Conflict of Interest Policies.

MOVED: Director Cote
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the following policies as presented:

- *Conflict of Interest Policy*
- *Legal Advice for Potential Conflict of Interest Policy*

CARRIED

d. Request for Decision regarding Community Emergency Preparedness Fund Grant Application - UBCM

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors authorize the CAO to submit an application to UBCM for the Community Emergency Preparedness Fund for \$150,000.00 to prepare flood mapping for the Stamp, Sproat, and Somass River system.

CARRIED

9. PLANNING MATTERS

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – October 19, 2017
- b. Meeting Schedule – November 2017

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

a. 9-1-1 Corporation – J. McNabb

Director McNabb reported on the 911 meeting held on Friday, October 20th in Courtney. The Peace River inclusion project should be finalized at the end of November. They are currently projecting a budget increase of approximately 1% in 2018.

b. Vancouver Island Regional Library - L. Banton

MOVED: Director Banton

SECONDED: Director McNabb

THAT the ACRD Board of Directors include the Vancouver Island Regional Library as a topic for discussion during the 2017 Board Strategic Planning Session.

CARRIED

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/D. St. Jacques

Director Bennett provided a brief report on the Network Board meeting held during the UBCM convention.

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

Next meeting – Thursday, November 2nd

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

Next meeting - Friday, November 3rd.

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

Director Wyton reported the Council has advertised for Chair. Next meeting - Thursday, December 7th.

- i. **West Coast Aquatic Board – T. Bennett/K. Wyton**
Next meeting - November 2nd
- j. **Association of Vancouver Island & Coastal Communities – P. Cote**
Next meeting – Friday, October 27th
- k. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- l. **Other Reports**

MOVED: Director McLeman

SECONDED: Director Banton

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Banton

SECONDED: Director Ruttan

THAT the meeting be closed to the public as per section

- i. *90 (1) (a) of the Community Charter: Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Regional District or another position appointed by the Regional District;*
- ii. *Labour relations or other employee relations.*

CARRIED

The meeting was closed to the public at 3:11 pm.

The meeting was re-opened to the public at 3:52 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The following resolution was from the in-camera portion of the Board of Directors meeting was reported out:

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District select Ms. Shelly Crest as the Regional District's nominee for consideration of appointment to the BC Ferry Authority Board of Directors for a three year term commencing April 1, 2018.

CARRIED

16. ADJOURN

MOVED: Director McNabb

SECONDED: Director Banton

THAT this meeting be adjourned at 3:52 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Manager of Administrative Services