



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 13, 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) (via telecon)
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, Yuułuꞑiꞑath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
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
Janice Hill, Environmental Services Coordinator

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:31 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 one late item:

11a. Invitation from the Department of Fisheries and Oceans for an Alberni-Clayoquot Regional District Representative to attend the September 20, 2017 Inaugural meeting for the offshore Pacific Area of Interest

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – August 23, 2017

MOVED: Director Ruttan

SECONDED: Director Osborne

THAT the minutes of the Board of Directors meeting held on August 23, 2017 be adopted.

CARRIED

b. Salmon Beach Committee Meeting – August 30, 2017

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the minutes of the Salmon Beach Committee Meeting held on August 30, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Dr. Paul Hasselback, Medical Health Officer, Central Vancouver Island, Vancouver Island Health Authority regarding 2015 Local Health Profile.

Dr. Paul Hasselback provided a report of the state of well-being in the area.

b. Penn Thrasher, Director, Circles of Cedar, Debra Hamilton, Child and Youth Mental Health and Substance Abuse Collaborative, regarding the Child and Youth Mental Health and Substance Abuse Collaborative hosting several First Nations' culturally grounded workshops this fall information and invitation to attend.

Ms. Thrasher and Ms. Hamilton extended an invitation to the Board to the First Nations' culturally grounded workshops being held on September 28 and October 13th at the Friendship Centre.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated August 21, 2017 from the Port Alberni Port Authority requesting the Alberni-Clayoquot Regional District submit a mutually agreeable candidate represent Other Port Related Business on the Port Advisory Nominating Committee.**

MOVED: Director Ruttan

SECONDED: Director Wyton

THAT Douglas Holmes, CAO represent the ACRD on the Port Advisory Nominating Committee.

CARRIED

- b. **Correspondence dated August 28, 2017 from the Long Beach Recreation Co-op requesting a tax exemption for Long Beach Recreation Co-op for the year 2018.**

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni Clayoquot Regional District Board of Directors instruct staff to prepare a 2018 property tax exemption bylaw for the Long Beach Recreation Cooperative and the Alberni Valley Golf Club for consideration by the Board.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **TOQUAHT NATION**
Salmon Beach Sewage Field Updates
- b. **SHEILA MALCOLMSON, MEMBER OF PARLIAMENT – NANAIMO- LADYSMITH**
Bill C-352 – Federal Legislation To Protect Our Coasts

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the Alberni Clayoquot Regional District Board of Directors send a letter of support for Bill C-352.

CARRIED

- c. **BC HYDRO**
Municipal Beautification Projects
- d. **ISLAND COASTAL ECONOMIC TRUST**
New Backcountry Shelter in Strathcona Park Highlights Park History
Economic Development Cowichan Launches Project to Identify, Improve and Promote Industrial Lands to Attract New Business

- e. **OMBUDSPERSON**
Quarterly Report April 1 – June 30, 2017
- f. **GREEN COMMUNITIES COMMITTEE**
Congratulations to Alberni-Clayoquot Regional District
- g. **CITY OF PORT ALBERNI**
ACRD Request for Funding from the Community Forest Legacy Fund

MOVED: Director Osborne

SECONDED: Director Cote

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 580.**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Board of Directors approve Finance Warrant Number 580 in the amount of \$1,148,649.96 dated August 31, 2017.

CARRIED

- b. **Request for Decision regarding Contract Award – Audit Services.**

MOVED: Director Wyton

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors appoint KPMG LLP as the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District auditors and enter into an agreement to provide audit services for the period of 2017 to 2021 for a total cost of \$98,700.

CARRIED

- c. **Request for Decision regarding Application for Funding – Community Wildfire Protection Plan Update.**

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District apply for funding in the amount of \$67,500.00 through the Strategic Wildfire Prevention Initiative, Community Wildfire Protection Plan Update Grant Program in order to update the Alberni-

Clayoquot Regional District Community Wildfire Protection Plan for the Alberni Valley and Bamfield area.

CARRIED

Director Banton declared a conflict and left the meeting at 2:28 pm.

d. Request for Decision regarding Cherry Creek Waterworks District – Community Works Fund Contribution Agreement.

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors enter into the Contribution Agreement with the Cherry Creek Waterworks District to provide the organization with Community Works Funding for the replacement of aging water mainline pipe.

CARRIED

Director Banton re-entered the meeting at 2:34 pm.

e. Request for Decision regarding Update on the Alberni Valley Regional Airport.

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors receive the update on the Alberni Valley Regional Airport Expansion Project and direct staff to develop an internal borrowing policy to allow for the borrowing of funds from another Alberni-Clayoquot Regional District capital reserve fund.

CARRIED

f. Request for Decision regarding Alberni Valley Regional Airport GPS Project – Service Agreement.

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Services Agreement with Direct Approach Consulting for the Design and submission to Nav Canada, the development of GPS approaches at the Alberni Valley Regional Airport for the total budget of \$18,250.00.

CARRIED

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District enter into a Service Agreement with Direct Approach Consulting for a 4-year ongoing maintenance component under the "Designated Sponsor" requirements of Nav Canada for \$5,500.00.

CARRIED

9. PLANNING MATTERS

- a. DVE17009, BRUESSLER, 5957 SAUNDERS ROAD N (BEAVER CREEK)**
Development Variance Permit Application – Report

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors consider issuing development variance permit DVE17009.

CARRIED

- b. DVF17008, PEARSON, 5915 STRATHCONA STREET (CHERRY CREEK)**
Development Variance Permit Application – Report

MOVED: Director Banton

SECONDED: Director Wyton

THAT the Board of Directors consider issuing development variance permit DVF17008.

CARRIED

- c. RD17004, 1077514 BC LTD, DL 197, KATHERINE DRIVE (SPROAT LAKE)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1348

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Cote

SECONDED: Director Banton

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a third time.

CARRIED

- d. RD16004, GREAT CENTRAL HOLDINGS LTD (SPROAT LAKE)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1355, P1356 and P1357.

MOVED: Director Cote
SECONDED: Director Banton

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Cote
SECONDED: Director Wyton

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a third time.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Bylaw P1356, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Banton

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

CARRIED

- e. MISC17015, BLAKEY, LOT 8, KAREN PLACE (BEAVER CREEK)**
Discharge of Covenant FA43286 – Memorandum

MOVED: Director McNabb
SECONDED: Director Wyton

THAT the Board of Directors direct staff to hold a public meeting to gather input on the discharge of Restrictive Covenant FA43286 to facilitate the subdivision of Lot 8, Plan VIP82844.

CARRIED

- f. RT17008, SALMON BEACH (LONG BEACH)**
Zoning Text Amendment – Memorandum and Bylaw P1360

MOVED: Director Bennett
SECONDED: Director Cote

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

CARRIED

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the public hearing for Bylaw P1360 be delegated to the Director for Electoral Area 'C' or the Chairperson of the Regional District.

CARRIED

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Board of Directors confirm that adoption of Bylaw P1360 is subject to: Meeting technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Planning & Development Manager Report – September 2017**
- b. Staff Action Items Report – September 7, 2017**
- c. Meeting Schedule – October 2017**

MOVED: Director Kokura
SECONDED: Director McCarthy

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

CARRIED

10.2 COMMITTEE REPORTS

- a. 2017 Advisory Planning Commission Appointment**
 - i. Long Beach*

MOVED: Director Benneett
SECONDED: Director Osborne

THAT the following individual be appointed to the Long Beach Advisory Planning Commission from September 2017 to May 2019:

Ashley Hawks-Ireland

CARRIED

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb – No report**
- b. Vancouver Island Regional Library - L. Banton – No report.**
Meeting is scheduled for Saturday, September 16th

- 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.**
- 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 – meeting tomorrow**
- i. **West Coast Aquatic Board – T. Bennett/K. Wyton – No report**
Next meeting is Nov. 2nd
- j. **Association of Vancouver Island & Coastal Communities – P. Cote – No report.** Next meeting is Sept. 15th
- k. **Beaver Creek Water Advisory Committee – J. McNabb – No report**

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

- a. **September 12, 2017, Department of Fisheries and Oceans, Invitations for an Alberni-Clayoquot Regional District representative to attend the September 20, 2017 Inaugural Meeting for the Offshore Pacific Area of Interest.**

MOVED: Director Cote

SECONDED: Director St. Jacques

THAT the Board of Directors appoint Director Bennett to represent the ACRD on the Offshore Pacific Advisory Committee.

CARRIED

12. LATE BUSINESS

- a. **Director Cote and the Community of Sproat Lake request the Alberni-Clayoquot Regional District forward a letter to Catalyst Paper requesting they manage the Sproat River Weir by removing the weir plates this fall.**

MOVED: Director Cote

SECONDED: Director Ruttan

THAT the Board of Directors allow Mr. Cole to speak on the request to Catalyst to remove the Sproat Lake Weir plates.

CARRIED

MOVED: Director Ruttan

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to Catalyst Paper requesting they manage the Sproat River Weir by removing the weir plates this fall and they replace them in the spring and clean up the debris around the weir.

CARRIED

13. QUESTION PERIOD

14. ADJOURN

MOVED: Director McLeman

SECONDED: Director Kokura

THAT this meeting be adjourned at 3:21 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Douglas Holmes,
Chief Administrative Officer