



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, JUNE 14, 2017, 10:00 AM

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

MEMBERS PRESENT: Chairperson Dianne St. Jacques, Mayor, District of Ucluelet
Josie Osborne, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Jackie Godfrey, Parks Canada

REGRETS: Jessie Hannigan, Parks Canada

STAFF PRESENT: Wendy Thomson, Acting Chief Administrative Officer
Janice Hill, Acting Manager of Administrative Services
Mike Irg, Manager of Planning & Development
Andrew McGifford, Manager of Environmental Services

GUESTS: Scott Kenny, ACRD Consultant

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:00 am.

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

2. **APPROVAL OF AGENDA**

MOVED: Director Osborne

SECONDED: Director McCarthy

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

5 (b). Notes – West Coast Emergency Planning Meeting – June 8, 2017

5 (i). Parks Canada Information Sessions – Traverse Trail

CARRIED

3. **ADOPTION OF MINUTES**

a. **West Coast Committee Meeting – April 5, 2017**

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee Meeting held on April 5, 2017 be received.

CARRIED

Director Johnsen entered meeting at 10:10 am.

4. REQUEST FOR DECISIONS & BYLAWS

a. Traverse Trail Connections Options

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the West Coast Committee recommend the District of Tofino acquire the right of way to build a trail to connect to the northern portion of the Traverse Trail and assume construction and maintenance costs.

CARRIED

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the West Coast Committee recommend the District of Ucluelet and Yuułu?i?ath Government work together to acquire the right of way for southern portion of the Traverse Trail and assume construction and maintenance costs with any grant money received by the ACRD transferred to the District of Ucluelet.

CARRIED

b. West Coast Landfill (WCLF) – Rate changes & cardboard disposal ban

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the West Committee recommend the Alberni-Clayoquot Regional District Board of Directors adopt “Bylaw No. R1028, 2017 – A Bylaw for the Regulation of Solid Waste Disposal and Tipping Fees at the West Coast Landfill”.

CARRIED

c. Memorandum of Understanding – West Coast Multiplex Fundraising

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the West Coast Committee receive the update on West Coast Multiplex Fundraising the draft Memorandum of Understanding between the ACRD and West Coast Multiplex Society.

CARRIED

Chairperson St. Jacques left meeting at 10:42 a.m.
Director Bennett assumed the Chair.
S. Kenny left meeting at 10:42 a.m.

5. REPORTS

a. Administrative Report - West Coast Project To Do List 2017

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

b. West Coast Emergency Planning Meeting – June 8, 2017 - W. Thomson (verbal)

The Acting CAO circulated notes and reported on the June 8th meeting. The ACRD continues to collect \$1,000 from each of the communities on the West Coast for a total of approximately \$10,000 in order to retain an emergency coordinator on the West Coast. There was initial discussion regarding the West Coast coordinator position duties to include: building a business case for a permanent position on the west coast, explore funding opportunities, conduct a first scan of all emergency plans on the coast and prepare and database.

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

c. Waiving of Tipping Fees - A. McGifford (verbal)

The Manager of Environmental Services provided information on how the waiving of tipping fees are handled in the WC Landfill service budget.

MOVED: Director McCarthy

SECONDED: Director Johnsen

THAT the West Coast Committee receive the report.

CARRIED

d. Memorandum - Long Beach Recreation Cooperative Water Fees Update

The Manager of Environmental Services provided a follow up to a report that was provided to the WC Committee in the Fall of 2016 regarding the outstanding water fees at the Long Beach Recreation Cooperative explaining an error that had occurred in the calculation of their quarterly water fees.

MOVED: Director McCarthy

SECONDED: Director Johnsen

THAT the West Coast Committee receive the report.

CARRIED

e. Memorandum - West Coast Landfill – Annual Report 2014

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the West Coast Committee receive the report.

CARRIED

f. Organic Processing Facility Feasibility Analysis and Grant Application Update – WCLF

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

S. Kenny re-entered meeting at 11:04 a.m.

g. Memorandum – Update on the West Coast Multiplex Project – Phase 1 “The Arena” Update

- Survey Update – Verbal Scott Kenny

S. Kenny provided an update on the survey being conducted by VIU in the fall of 2017 within the West Coast Multiplex service area. The Committee discussed content for the survey. S. Kenny will work with west coast communities and the Society to develop the fall survey.

MOVED: Director Johnsen

SECONDED: Director McCarthy

THAT the West Coast Committee receive the report.

CARRIED

h. Proposed Transit Service between Ucluelet, Long Beach and Tofino

The Acting CAO presented a draft RFQ to retain a consultant to undertake a market/demand analysis for a proposed transit service between Tofino and Ucluelet. The ACRD budgeted \$5,000 in general government services (reports and studies) in 2017 for this project. There was discussion regarding contracting the Alberni-Clayoquot Health Network undertake the project.

MOVED: Director McCarthy

SECONDED: Director Johnsen

THAT the West Coast Committee direct staff to explore with the AC Health Network the possibility of the Network conducting the market/demand analysis for the proposed transit service between Ucluelet and Tofino for a cost of \$5,000.

CARRIED

i. Parks Canada – Update and Information Session Report. - J. Godfrey (verbal)

J. Godfrey provided an update on current infrastructure work in the park reserve and dates of public information sessions providing all the latest information on the Parks Canada multi-use trail project

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the verbal report and information session bulletin.

CARRIED

j. West Coast Aquatic – Director Bennett (verbal)

Director Bennett provided reported that the West coast Aquatic will be facilitating the community engagement on Marine Protective Areas.

MOVED: Osborne

SECONDED: McCarthy

THAT the West Coast Committee receive the report.

6. UNFINISHED BUSINESS

7. LATE BUSINESS

8. ADJOURN

MOVED: Director Osborne
SECONDED: Director Johnsen

THAT this meeting be adjourned at 11:40 a.m.

CARRIED

Certified Correct:

Dianne St. Jacques,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer