



## Alberni-Clayoquot Regional District

### BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 9, 2016, 1:30 pm

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

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
<b>Recognition of Traditional Territories.</b>	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>(motion to approve, including late items required 2/3 majority vote)</i>	
<b>Late Business:</b>	
<b>5. (a) ACRD EOC Update – Dan Holder, Tim Pley</b>	
<b>8. (h) Determination of Official Election Results – Bamfield Water System Treatment Plant Assent Vote</b>	
<b>8. (i) Bylaw F1126, Bamfield Water System Treatment Plant Loan Authorization, 2016</b>	
<b>16. (a) Motion to Go In-Camera</b>	
<b>3. <u>DECLARATIONS</u></b>	
<i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
<b>a. Board of Directors Meeting – October 26, 2016</b>	<b>8-18</b>
<i>THAT the minutes of the Board of Directors meeting held on October 26, 2016 be adopted.</i>	
<b>b. Long Beach Airport Advisory Committee – October 24, 2016</b>	<b>16-17</b>
<i>THAT the minutes of the Long Beach Airport Advisory Committee meeting held on October 24, 2016 be adopted.</i>	
<b>c. Beaver Creek Water Advisory Committee – October 31, 2016</b>	<b>18-19</b>
<i>THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on October 31, 2016 be adopted.</i>	

5. **PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)**

- a. **ACRD – EOC Update – Tim Pley, City of Port Alberni CAO, Dan Holder, Emergency/Fire Service Coordinator**

6. **CORRESPONDENCE FOR ACTION**

- a. **REQUEST FOR APPOINTMENT** **20-21**

Vancouver Island Regional Library, November 1, 2016 regarding request for the Alberni-Clayoquot Regional District appointment and alternate appointment to the Vancouver Island Regional Library for the year 2017.

Possible Motion:

*THAT the Board of Directors appoint \_\_\_\_\_ as Director and \_\_\_\_\_ as Alternate Director to the Vancouver Regional Library Board for 2017.*

- b. **REQUEST FOR LETTER OF SUPPORT** **22-24**

City of Port Alberni, November 2, 2016 regarding request for a letter of support for the City's Sewage Treatment Project to be added to their application for the Canada-British Columbia Clean Water and Wastewater Fund.

Possible Motion:

*THAT the Board of Directors forward a letter of support to the City of Port Alberni for the City's Sewage Treatment Project application for the Canada-British Columbia Clean Water and Wastewater Fund.*

- c. **REQUEST FOR LETTER OF SUPPORT** **25-31**

Central Westcoast Forest Society, November 1, 2016 regarding request for a letter of support for the Ah'ta'apq Creek Habitat Restoration Project in Hot Springs Cove.

Possible Motion:

*THAT the Board of Directors forward a letter of support to Central West Coast Forest Society for their Ah'ta'apq Creek Habitat Restoration Project in Hot Springs Cove.*

7. **CORRESPONDENCE FOR INFORMATION**

- a. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPEMENT** **32**

2017 Local Government Grants Program-Infrastructure Planning Grants  
and Clean Water and Wastewater Fund

- b. **ISLAND COASTAL ECONOMIC TRUST** **33-34**  
Uniting Forces to Explore Opportunities for Island Value-Added Wood  
Industry
- c. **OMBUDSPERSON** **35-36**  
Files Closed July 1 to September 30, 2016
- d. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE** **37-38**  
Study Concludes Highway 4 Improvements Outweigh Investment in  
Connector
- e. **HUMAN TRAFFICKING/SEXUAL EXPLOITATION BC** **39-41**  
Follow-up Letter regarding Human Trafficking/Sexual Exploitation,  
Youth and Child Exploitation, Youth Porn Use/Addiction in BC
- f. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES** **42-51**  
AVICC Resolutions Notice/Request for Submissions; Call for  
Nominations for AVICC Executive Committee; Call for Presentations
- g. **PACIFIC RIM NATIONAL PARK RESERVE** **52**  
Notice of Engagement – Pacific Traverse Trail Project

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **53-75**  
Finance Warrant No. 570

*THAT the Board of Directors approves Finance Warrant Number 570 in the  
amount of \$1,789,001.11 dated October 31, 2016.*

- b. **REQUEST FOR DECISION** **76-77**  
Clean Water and Wastewater Fund Application for Bamfield Water  
System

*THAT the Board of Directors submit an application to the Clean Water and  
Wastewater Fund to help fund a water treatment plant to address the high levels  
of Trihalomethanes (THMs) in the Bamfield Water System that currently exceed  
the Canadian Drinking Water Guidelines.*

- c. **REQUEST FOR DECISION** **78-79**  
Alberni-Clayoquot Regional District Board of Directors – Strategic  
Planning Session

*THAT the Board of Directors of the ACRD agree to conduct a one-day strategic  
planning session in December for the purpose of defining priorities for the five-  
year financial plan.*



- *Prioritizing trail and parks and public transit as modes of transportation in accordance with the ACRD Health Network transportation;*
- *Promoting access to food that is locally and sustainably sourced through our regional agriculture plan;*
- *Working with member municipalities and electoral areas to improve waste diversion, including recycling and composting, and waste reduction; and*
- *Establishing a unified Regional Parks Plan and maintaining accessible green spaces by providing high quality active and community parks.*

*The Alberni-Clayoquot Regional District shall review these objectives, targets, timelines and actions regularly, and evaluate progress towards fulfilling this declaration.*

*The Alberni-Clayoquot Regional District shall consult with residents as part of this process.*

**f. REQUEST FOR DECISION**

**98-102**

Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.*

**g. REQUEST FOR DECISION**

**103-107**

Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.*

- h. **LATE ITEM: REQUEST FOR DECISION**  
Determination of Official Election Results – Bamfield Water System  
Treatment Plant Assent Vote

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the  
Determination of Official Election Results as presented for the Bamfield Water  
System Treatment Plant Assent Voting held on November 5, 2016.*

- i. **LATE ITEM: REQUEST FOR DECISION**  
Bylaw F1126, Bamfield Water System Treatment Plant Loan  
Authorization, 2016

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw  
F1126, cited as Bamfield Water System Treatment Plant Loan Authorization,  
2016.*

## 9. **PLANNING MATTERS**

### 9.1 **ELECTORAL AREA DIRECTORS ONLY**

- a. **RE16007, PELLETIER & CRAWFORD, 6770 BEAVER CREEK ROAD** **108-121**  
Rezoning Application – Report and Bylaws P1346 and P1347

*THAT Bylaw P1346, Regional District of Alberni-Clayoquot Zoning Text  
Amendment Bylaw be read a first time.*

*THAT Bylaw P1347, Regional District of Alberni-Clayoquot Zoning Atlas  
Amendment Bylaw be read a first time.*

*THAT the public hearing for Bylaws P1346 and P1347 be delegated to the  
Director for Electoral Area 'E', the Alternate Director or the Chairperson of the  
Regional District.*

*THAT the Board of Directors confirm that adoption of Bylaw P1346 and P1347  
are subject to:*

*A covenant being registered on the property title which restricts the use  
of cottages to vacation rental and limits the number of days a cottage  
may be rented in one calendar year to 180 days; and*

*Meeting all technical referral agency requirements.*

## 10. **REPORTS**

### 10.1 **STAFF REPORTS**

- |    |   |                |
|----|---|----------------|
| a. | Administration Department Monthly Staff Report – November 3, 2016 | <b>122-124</b> |
| b. | Financial Department Report – November 2, 2016                    | <b>125-126</b> |
| c. | Environmental Services Department Report – November 3, 2016       | <b>127-129</b> |
| d. | Staff Action Items Report – November 4, 2016                      | <b>130-136</b> |

*THAT the Board of Directors receives the Staff Reports a-d.*

## **10.2 COMMITTEE REPORTS**

- a. **Salmon Beach Committee Meeting – November 9, 2016**  
- T. Bennett (Verbal)
- b. **Transportation Committee Meeting – November 8, 2016**  
- J. McLeman (Verbal)
- c. **Alberni Valley & Bamfield Services Committee Meeting – November 8, 2016** – J. McNabb (verbal)

*THAT the verbal reports a-c be received.*

## **10.3 OTHER REPORTS**

- |    |  |                |
|----|--|----------------|
| a. | <b>Coastal Community Network – T. Bennett</b>                                    | <b>137-149</b> |
|    | Application for \$10,000 for the Coastal Sustainability Charter Program Stage 1. |                |

*THAT this report be received.*

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

## **13. QUESTION PERIOD**

## **14. RECESS**

*Motion to recess the Regular Board of Directors Meeting in order to conduct the Regional Hospital District Meeting.*

## **15. RECOVENE**

## **16. IN-CAMERA**

*Motion to close the meeting to discuss matters relating to:*

- i. *Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee, could reasonably be expected to harm the interests of the regional district if they were held in public.*

17. **RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

18. **ADJOURN**

**Next Board of Directors Meeting: Wednesday, November 26, 2016, 1:30 PM  
Regional District Board Room**





## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services/  
Chief Election Officer

**Meeting Date:** November 9, 2016

**Subject:** **Determination of Official Election Results – Bamfield Water System Treatment Plant Assent Vote**

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**Recommendation:**

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Determination of Official Election Results as presented for the Bamfield Water System Treatment Plant Assent Voting held on November 5, 2016.

**Desired Outcome:**

To report the official results of the Bamfield Water System Treatment Plant Assent Voting (referendum).

**Background:**

The Alberni-Clayoquot Regional District (ACRD) conducted an Assent Voting (referendum) within the Bamfield Water System Service Area on November 5, 2016.

Qualified electors within the Bamfield Water System Service Area were asked the following question:

**Are you in favour of the Alberni-Clayoquot Regional District (ACRD) adopting Bylaw F1126, “Bamfield Water System Treatment Plant Loan Authorization, 2016” to enable the ACRD to borrow \$600,000 for the construction of a Water Treatment Plant for the Bamfield Water System?**

**YES/NO**

Attached please find the Determination of Official Election Results for the Bamfield Water System Treatment Plant Assent Voting.

As per Section 158 (1) of the *Local Government Act*, the Chief Election Officer must report the results of the Assent Voting to the local government within 30 days after the declaration of official election results.

**Time Requirements – Staff & Elected Officials:**

Minimal.

**Financial:**

n/a

Late Item: 8. (h)

**Policy or Legislation:**

*Local Government Act* applies



Submitted by:

\_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services/  
Chief Election Officer



Approved by:

\_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

Late Item: 8. (h)



Alberni-Clayoquot Regional District

**DETERMINATION OF OFFICIAL ELECTION RESULTS**

**Bamfield Water System Treatment Plant Assent Vote (Referendum)  
November 5, 2016**

	<b>YES</b>	<b>NO</b>
<b>Advance &amp; Mail Ballot Voting Opportunities:</b> October 26, 2016, Bamfield Fire Hall November 1, 2016, ACRD Office	30	3
<b>General Voting Opportunity:</b> November 5, 2016, Bamfield Fire Hall	47	10
<b>TOTAL NUMBER OF VOTES</b>	<b>77</b>	<b>13</b>

This determination of official election results was made by the Chief Election Officer on Tuesday, November 8, 2016 and is based on ballot accounts as amended or prepared by the Chief Election Officer.

A handwritten signature in black ink that reads "Wendy Thomson". The signature is written in a cursive style.

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Chief Election Officer



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** November 9, 2016

**Subject:** **Bylaw F1126, Bamfield Water System Treatment Plant Loan Authorization, 2016**

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### **Recommendation:**

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw F1126, cited as Bamfield Water System Treatment Plant Loan Authorization, 2016.

### **Desired Outcome:**

To adopt a loan authorization bylaw in order for the Alberni-Clayoquot Regional District (ACRD) to borrow up to a maximum of \$600,000 for the Bamfield Water System Treatment Plant project.

### **Background:**

The Bamfield Water System has been under a water advisory placed by Island Health (VIHA) since November of 2013 as the water system supplies water that does not meet the Canadian Drinking Water Standards for water quality. The Bamfield Water Committee, Regional District Board, Staff, Engineers and Consultants have all worked together to develop a plan which meets the terms and conditions as set out by VIHA.

The plan is to meet the terms and conditions as set out by VIHA by installing a treatment plant at an estimated cost of \$1.5 million. The ACRD Board allocated \$1 million in Community Works Funding, borrowing for approximately 1/3 of the project is required to enable the treatment plant to be completed.

On August 24, 2016, the ACRD Board of Directors gave three readings to Bylaw F1126, Bamfield Water System Treatment Plant Loan Authorization, 2016. Approval of the Inspector of Municipalities was obtained on September 9, 2016. Prior to the Board considering adoption of this loan authorization bylaw, consent of the electorate is required.

The ACRD Board of Directors chose Assent Voting (referendum) as the method for gaining approval from qualified electors within the Bamfield Water System service area. Assent voting was conducted on Saturday, November 5, 2016. Qualified electors within the Bamfield Water System service area were asked the following question:

**Are you in favour of the Alberni-Clayoquot Regional District (ACRD) adopting Bylaw F1126, "Bamfield Water System Treatment Plant Loan Authorization, 2016" to enable the ACRD to borrow \$600,000 for the construction of a Water Treatment Plant for the Bamfield Water System?**

**YES/NO**

The Referendum was successful with the highest number of votes cast being in favour of the borrowing. Bylaw F1126 is now presented for adoption by the ACRD Board of Directors.

Late Item: 8. (i)

If the Board adopts this bylaw, there will be a one-month quashing period. Following the quashing period, the ACRD can commence with this project.

**Time Requirements – Staff & Elected Officials:**


This is a significant project to undertake with considerable communications and community engagement anticipated. Administration, finance and environmental services staff will all be engaged throughout the project.

**Financial:**

Paid for by the participants of the Bamfield Water System service area.

**Policy or Legislation:**

*Local Government Act and Community Charter apply.*

Submitted by:   
\_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services

Approved by:   
\_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

Late Item: 8. (i)



**Alberni-Clayoquot Regional District  
Loan Authorization Bylaw**

**Bylaw No. F1126**

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A bylaw to authorize the borrowing of the estimated cost of constructing a water treatment plant for the Bamfield Water System

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WHEREAS the Regional Board of the Alberni-Clayoquot Regional District has established by Bylaw No. 837, a service for the purpose of providing a water system to the Bamfield Water System Service Area;

AND WHEREAS it is deemed desirable and expedient to construct a water treatment plant for the Bamfield Water System serving the Bamfield Water Service Area;

AND WHEREAS the estimated cost of constructing the water treatment plant for the Bamfield Water System including expenses incidental thereto is the sum of \$1,500,000 of which the sum of \$600,000 is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty (20) years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Alberni-Clayoquot Regional District has obtained the approval of electors in accordance with the *Local Government Act*;

NOW THEREFORE, the Regional Board of the Alberni-Clayoquot Regional District in open meeting assembled, enacts as follows:

1. The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a water treatment plant for the Bamfield Water System serving the Bamfield Water Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding six hundred thousand (\$600,000);
  - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the said water treatment plant for the Bamfield Water System.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
  3. This bylaw may be cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.

READ A FIRST TIME THIS 24<sup>th</sup> day of August, 2016.

READ A SECOND TIME THIS 24<sup>th</sup> day of August, 2016.

READ A THIRD TIME THIS 24<sup>th</sup> day of August, 2016.

I hereby certify the foregoing to be a true and correct copy of Bylaw No. F1126, “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016” as read a third time by the Regional Board of the Alberni-Clayoquot Regional District on the 24<sup>th</sup> day of August, 2016.



\_\_\_\_\_  
Chief Administrative Officer

RECEIVED the approval of the Inspector of Municipalities this 9<sup>th</sup> day of September, 2016.

RECEIVED the approval of the electors of the Alberni-Clayoquot Regional District on the 5<sup>th</sup> day of November, 2016.

RECEIVED AND FINALLY PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chief Administrative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw F1126, "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016" as adopted by the Regional Board of the Alberni-Clayoquot Regional District on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chief Administrative Officer

Late Item: 8. (i)