



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 13, 2019, 1:30 pm

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

REVISED AGENDA

PAGE #

1. **CALL TO ORDER**

(Chief Administrative Officer)

Recognition of Territories

2. **ELECTIONS – CHAIR AND VICE-CHAIR 2019/2020**

(CAO/Gen. Man. Of Administrative Services to conduct)

a. **Elections of Chairperson 2019/2020**

Nominations from the floor for Chairperson of the Alberni-Clayoquot Regional District.

b. **Election of Vice-Chairperson 2019/2020**

Nominations from the floor for Vice-Chairperson of the Alberni-Clayoquot Regional District.

3. **APPROVAL OF AGENDA**

(motion to approve, including late items required ALL VOTE 2/3 majority vote)

Removed: 6.(b) – Delegation withdrawn

Addition: 10.1(a) Public Correspondence re: DVD19001

4. **DECLARATIONS**

(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Local Government Act)

5. **ADOPTION OF MINUTES**

(ALL VOTE/UNWEIGHTED)

a. **Board of Directors Meeting – October 23, 2019**

9-18

THAT the minutes of the Board of Directors meeting held on October 23, 2019 be adopted.

b. **Electoral Area Directors Committee Meeting – October 24, 2019**

19-20

THAT the minutes of the Electoral Area Directors Committee meeting held on October 24, 2019 be adopted.

- c. **Salmon Beach Committee Meeting – October 28, 2019** **21-26**

THAT the minutes of the Salmon Beach Committee meeting held on October 28, 2019 be adopted.

- d. **Alberni Valley & Bamfield Services Committee Meeting – November 6, 2019** **27-29**

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on November 6, 2019 be adopted.

6. PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)

- a. **Domenico Iannidinardo, Vice President Forest & Sustainability and Chief Forester, Mosaic Forest Management – Update - TimberWest 2018 Sustainability Report.**

7. CORRESPONDENCE FOR ACTION
(ALL VOTE/UNWEIGHTED)

- a. **REQUEST FOR ADVERTISING** **30-33**
British Columbia/Yukon Command Royal Canadian Legion, October 24, 2019 requesting that the Alberni-Clayoquot Regional District once again advertise in the “Military Service Recognition Book” with a ¼ page colour advertisement at the rate of \$595.00 including GST.

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors place a ¼ page colour advertisement in the British Columbia/Yukon Command Royal Canadian Legion “Military Service Recognition Book” for 2020 at a cost of \$595.00 including GST.

- b. **REQUEST FOR APPOINTMENT AND ALTERNATE APPOINTMENT TO THE VANCOUVER ISLAND REGIONAL LIBRARY BOARD - 2020** **34-41**
The Vancouver Island Regional Library (VIRL) Board requests Regional District Director appointments to the VIRL Board of Trustees for 2020.

Possible Motions:

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director _____ as appointee on the Vancouver Island Regional Library Board of Trustees for 2020;

- b. **REQUEST FOR DECISION**
Resolution – Signing Authority for Banking Purposes
(ALL VOTE/UNWEIGHTED)

62

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

a. *The following Directors have signing authority:*

- i. _____, Chairperson
- ii. _____, Vice-Chairperson
- iii. _____, Director

b. *The following Staff members have signing authority:*

- i. Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer
- ii. Teri Fong, CPA, CGA, Chief Financial Officer
- iii. Wendy Thomson, General Manager of Administrative Services

c. *One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

- c. **REQUEST FOR DECISION**
Salmon Beach Road Maintenance and Repairs
(ALL VOTE/UNWEIGHTED)

63-66

THAT the ACRD Board of Directors direct staff to budget \$5,000 in the 2020 Financial Plan (Salmon Beach transportation services budget) for the creation and implementation of a road maintenance and repair plan.

- d. **REQUEST FOR DECISION**
Alberni Valley Custom Transit Fare Review
(PARTICIPANTS/WEIGHTED)

67-78

THAT the ACRD Board of Directors adopt the BC Transit cash fare recommendation of \$2.00 per ride; effective April 1, 2020.

- e. **REQUEST FOR DECISION**
Recycling & Garbage Collection – Tla-o-qui-aht and Yuułuʔiłʔatḥ First Nations
(ALL VOTE/UNWEIGHTED)

79-80

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to send letters to the Tla-o-qui-aht First Nation & Yuułuʔiłʔatḥ Government inviting them to join the Alberni-Clayoquot Regional District's West Coast Garbage & Recycling Curbside collection program.

- f. **REQUEST FOR DECISION**
Bylaw Notice Dispute Adjudication System
(ALL VOTE/UNWEIGHTED)

81-88

THAT the Board of Directors direct staff to work with the Ministry of Attorney General to request the Lieutenant Governor in Council of the Province of British Columbia enact a Regulation under Section 29 of the Local Government Bylaw Notice Enforcement Act, applying the Act to the Alberni-Clayoquot Regional District.

THAT the Board of Directors direct staff to engage with the City of Nanaimo to prepare an agreement for cost sharing and joint administration of a Bylaw Notice Dispute Adjudication System.

THAT the Board of Directors direct staff to prepare bylaws and policies for the implementation of the Bylaw Notice Dispute Adjudication System provided for in the Local Government Bylaw Notice Enforcement Act, for the Board's approval.

- g. **REQUEST FOR DECISION**
Association of Vancouver Island & Coastal Communities (AVICC)
- Call for Nominations for the Executive
 - Resolution Notice Request for Submissions
- (ALL VOTE/UNWEIGHTED)

89-97

THAT the ACRD Board of Directors bring forward possible resolutions to the December 11, 2019 or January 8, 2020 regular Board of Directors meeting for consideration of submission to the 2020 Association of Vancouver Island and Coastal Communities Convention.

- h. **REQUEST FOR DECISION**
First Responder and BC Emergency Health Services Collaboration
Amendment Agreement
(ALL VOTE/WEIGHTED)

98-108

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors enter into the amended First Responder and BC Emergency Health Services Collaboration Agreement with BC Emergency Health Services in order for the Bamfield Volunteer Fire Department to provide emergency medical response services within the Bamfield fire protection service area and a portion of the Huu-ay-aht First Nation community AND FURTHER the Chairperson and Chief Administrative Officer be authorized to enter into the amendment agreement on behalf of the ACRD.

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS ONLY (ALL PARTICIPANTS/UNWEIGHTED)

- a. **DVD19001, CISAROSKI & SHAK, 7463 HECTOR ROAD (SPROAT LAKE)** **109-111**
Development Variance Permit Application – Memorandum and Permit

LATE ITEM: Public Correspondence regarding DVD 19001

THAT the Board of Directors issue development variance permit DVD19001.

- b. **RE18010, COWLEY & GRANT, 5628 TOMSWOOD ROAD (BEAVER CREEK)** **112-120**
Rezoning Application – Memorandum, Bylaw P1381 and Report

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1381 be amended as presented;

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1381 be read a second time as amended.

- c. **RF19002, SUTTON & ZANETTE, 6159 STRATHCONA STREET (CHERRY CREEK)** **121-123**
Rezoning Application – Memorandum and Bylaw P1390

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1390 be adopted.

10.2 ELECTORAL AREA DIRECTORS AND TOFINO
(ALL PARTICIPANTS/WEIGHTED)

- a. **RURAL PLANNING PROJECTS (ALL AREAS)** **124-126**
Request for Decision

THAT the Board of Directors direct staff to add additional staff time for 2020 to complete the Board's rural planning projects initiated in 2019 in the amount of approximately \$42,000 for a 0.75 FTE Planner for six months beginning January 1, 2020.

10.3 ALL DIRECTORS
(ALL PARTICIPANTS/UNWEIGHTED)

- a. **AE19003, KRUK, 7545 BEAVER CREEK ROAD (BEAVER CREEK)** **127-134**
Report

THAT the Board of Directors forward the application to the Agricultural Land Commission noting that the proposed second dwelling complies with the ACRD Zoning Bylaw.

- b. **ALBERNI VALLEY AGE-FRIENDLY PROJECT INTRODUCTION (ALL AREAS)** **135-137**

Request for Decision and Presentation

THAT the Board of Directors receive the Alberni Valley Age-Friendly Project Introduction report.

THAT the Board of Directors appoint an Electoral Area Director to the ACRD Age-Friendly Working Group.

11. REPORTS

11.1 STAFF REPORTS

(ALL VOTE/UNWEIGHTED)

- a. **Provincial Consultation – Private Managed Forest Land – Summary of Results** (report attached separately) **138-139**

THAT the Alberni-Clayoquot Regional District Board of Directors receive this report for information.

11.2 COMMITTEE REPORTS

(ALL VOTE/UNWEIGHTED)

- a. **Directors Round Table Report**
Union of British Columbia Municipalities Convention

THAT this verbal report be received.

11.3 OTHER REPORTS

(ALL VOTE/UNWEIGHTED)

- a. **Municipal Finance Authority of BC** **140-144**
Report from the Chair and Vice-Chair on Activities for the Period Ended September 2019.
- b. **Vancouver Island Regional Library Board** **145-149**
From the Board Table.

THAT reports a-b be received.

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

15. RECESS

(ALL VOTE/UNWEIGHTED)

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

16. RECONVENE

17. IN CAMERA

(ALL VOTE/UNWEIGHTED)

Motion to close the meeting to the public as per the Community Charter, section(s):

- i. 90 (1) (a): 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. 90 (1) (j): Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 (1) (c) (i) & (iii) of the Freedom of Information and Protection of Privacy Act.;*
- iii. 90 (1) (f): Law enforcement, if the Board considers that disclosure could reasonably be expected to harm the conduct of an investigation under enforcement of an enactment;*
- iv. 90 (1) (g): Litigation or potential litigation affecting the Regional District;*
- v. 90 (1) (c): Labour relations or other employee relations;*
- vi. 90 (1) k): 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 Board, could reasonably be expected to harm the interests of the Regional District if they were held in public.*

18. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

19. ADJOURN

(ALL VOTE/UNWEIGHTED)

**Next Board of Directors Meeting: Wednesday, November 27, 2019, 1:30 pm
Regional District Board Room**