



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS INAUGURAL MEETING HELD ON FRIDAY, DECEMBER 5, 2014, 1:30 PM

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

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

John McNabb, Vice-Chair, Director, Electoral Area "E" (Beaver Creek)

Penny Cote, Electoral Area "D" (Sproat Lake)

Keith Wyton, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

Lucas Banton, Electoral Area "F" (Cherry Creek)

John Jack, Councillor, Huu-ay-aht First Nation

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm.

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

The CAO welcomed new members to the Board of Directors and introduced Marina Stilinovic, Administrator, Justice of the Peace, Port Alberni Court Registry.

Ms. Stilinovic conducted the Oaths of Office for the municipal and electoral area directors of the Alberni-Clayoquot Regional District Board of Directors.

2. ELECTION CHAIRPERSON & VICE-CHAIRPERSON

a. Election of Chairperson – 2015

The CAO provided an overview of the process for election of Chairperson and Vice-Chairperson of the ACRD Board of Directors for 2015.

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District Board of Directors for 2015.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a first time.

Director Cote nominated Director Osborne for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Osborne accepted the nomination.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a second time.

Director McNabb nominated Director McLeman for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director McLeman accepted the nomination.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a third time.

Director McCarthy nominated Director Banton for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Banton accepted the nomination.

Nominees were given an opportunity to address the Board of Directors as to why they should be elected Chairperson for 2015.

The CAO and Manager of Administrative Services collected the ballots and conducted the count. The CAO declared Director Osborne elected to the position of Chairperson of the Alberni-Clayoquot Regional District for 2015.

b. Election of Vice-Chairperson – 2015

The Chairperson conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a first time.

Director McLeman nominated Director McNabb for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015. Director McNabb accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a second time.

Director McCarthy nominated Director Cote for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Cote accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a third time. There were no further nominations.

The CAO and Manager of Administrative Services collected the ballots and conducted the count. The CAO declared Director McNabb elected to the position of Vice- Chairperson of the Alberni-Clayoquot Regional District for 2015.

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the ballots for election of Chairperson and Vice-Chairperson be destroyed.

CARRIED

3. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 26, 2014

MOVED: Director Kokura

SECONDED: Director Jack

THAT the minutes of the Board of Directors meeting held on November 26, 2014 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

7. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated November 24, 2014 from Powell River Regional District regarding a meeting being arranged between the Premier, Minister Stone and Coastal Regional District Chairs with a request that we forward our new Chair's name and email along with the Chair's availability in the later part of January for this meeting.**

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Board of Directors authorize the ACRD Chairperson to attend the Coastal Regional District Chairs Group meetings in 2015.

CARRIED

- b. **Correspondence dated October 20, 2014 from the NI 9-1-1 Corporation regarding a request for an Alberni-Clayoquot Regional District Director Appointment to the NI 9-1-1 Corporation for 2015.**

MOVED: Director Jack

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director John McNabb to represent the Regional District on the NI 9-1-1 Corporation for 2015.

CARRIED

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Penny Cote as alternate to the NI 9-1-1 Corporation for 2015.

CARRIED

- c. **Correspondence dated November 17, 2014 from the Vancouver Island Regional Library Board regarding a request for Alberni-Clayoquot Regional District Appointment and Alternate to the Vancouver Island Regional Library for the year 2015.**

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Penny Cote to represent the Regional District on the Vancouver Island Regional Library Board for 2015.

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the ACRD Board of Directors appoint Director John Jack as alternate to the Vancouver Island Regional Library Board for 2015.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Transport Canada's Proposed Changes to the Vessel Pollution and Dangerous Chemical Regulation and Call for PRAC Members
- b. **GAS TAX PROGRAM SERVICES**
Gas Tax Agreement Community Works Fund Payment
- c. **BC TRANSIT**
BC Transit Partner Benefits
- d. **MINISTRY OF HEALTH**
Thank you for meeting at UBCM
- e. **ISLANDS TRUST**
Pleasure Craft Sewage Dumping

MOVED: Director McLeman
SECONDED: Director Banton

THAT the Board of Directors receive a –e correspondence for information.

CARRIED

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the ACRD Board of Directors contact Mr. Stefan Ochman to see if he would be interested in being nominated to the Transport Canada Pacific Regional Advisory Council on Oil Spill Preparedness and Response.

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

THAT an Electoral Area Directors meeting be scheduled for January 2015 regarding allocation of gas tax funds.

DEFEATED

9. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Resolution – Signing Authority for Banking Purposes.

MOVED: Director McLeman

SECONDED: Director Banton

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

- 1. The following Directors have signing authority:
 - i. Josie Osborne, Chairperson*
 - ii. John McNabb, Vice-Chairperson**
- 2. The following Staff members have signing authority:
 - i. Russell Dyson, Chief Administrative Officer*
 - ii. Teri Fong, Manager of Finance*
 - iii. Wendy Thomson, Manager of Administrative Services**
- 3. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

b. Request for Decision regarding Reporting – Official Election Results.

MOVED: Director Cote

SECONDED: Director McLeman

THAT the Board of Directors receive the 2014 Declaration of Official Election Results and Determination of Official Election Results for the following:

- a. Directors “B” (Beaufort), “C” (Long Beach), “D” (Sproat Lake), Election by Acclamation*
- b. Director, Electoral Area “A” (Bamfield)*
- c. Director, Electoral Area “E” (Beaver Creek)*
- d. Director, Electoral Area “F” (Cherry Creek) and,*
- e. Assent Vote – Sproat Lake Marine Patrol Service Area Establishment*

CARRIED

c. Request for Decision regarding 2015-2019 ACRD and ACRHD Financial Plan Meeting Schedule.

MOVED: Director Banton

SECONDED: Director Cote

THAT the Board of Directors approves the proposed 2015 – 2019 Alberni-Clayoquot Regional District Financial Plan schedule as amended and the 2015 Regional Hospital District Budget schedule.

CARRIED

d. Request for Decision regarding Finance Warrant No. 547.

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT the Board of Directors approves Finance Warrant Number 547 in the amount of \$718,532.27 dated November 30, 2014.

CARRIED

e. Request for Decision regarding Transportation Committee.

*MOVED: Director McLeman
SECONDED: Director McNabb*

THAT the Alberni-Clayoquot Regional District Board of Directors confirm the terms of reference and appoint the 2015 Transportation Committee as outlined in the CAO's December 2, 2014 report.

CARRIED

9. PLANNING MATTERS

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – December 5, 2014**
- b. Building Inspectors Report – November 2014**

*MOVED: Director Kokura
SECONDED: Director McNabb*

THAT the Board of Directors receives the Staff Reports a-b.

CARRIED

10.2 COMMITTEE REPORTS

Director McLeman provided a brief report on the Alberni-Clayoquot Transportation Committee meeting held this morning.

MOVED: Director McNabb

SECONDED: Director Cootes

THAT the Board of Directors receives this verbal report.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the following be allowed for consideration as a late item: request to invite the Port Alberni Port Authority and Huu-ay-aht First Nation to update the ACRD Board on LNG and Port activities.

CARRIED

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the ACRD Board of Directors invite the Port Alberni Port Authority and Huu-ay-aht First Nation to provide an update on recent LNG activities and Port Alberni Port Authority activities including container shipping.

CARRIED

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Jack

SECONDED: Director Banton

THAT the meeting be closed to the public to discuss matters relating to:

- i. Litigation or potential litigation affecting the Regional District;*
- ii. labour or other employee relations;*
- iii. purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interests.*

CARRIED

The meeting was closed to the public at 2:40 pm.

The meeting was re-opened to the public at 3:26 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned at 3:26 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer