



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 13, 2016, 1:30 PM

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

Tony Bennett, Director, Electoral Area "C" (Long Beach) (via teleconference)

John McNabb, Electoral Area "E" (Beaver Creek)

Lucas Banton, Director, 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

Andrew McGifford, Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 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 Jack

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 23, 2016

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the minutes of the Board of Directors meeting held on March 23, 2016 be adopted.

CARRIED

b. Special Board of Directors Meeting - March 30, 2016

MOVED: Director McLeman
SECONDED: Director McCarthy

THAT the minutes of the Special Board of Directors meeting held on March 30, 2016 be adopted.

CARRIED

c. Electoral Area Directors Committee Meeting - March 22, 2016

MOVED: Director Banton
SECONDED: Director McNabb

THAT the Electoral Area Directors minutes dated March 22, 2016 be amended as follows:

6. (a) *THAT the Electoral Area Directors Committee direct staff to provide a report for consideration by the Board of Directors allocating \$80,000 to the Cherry Creek Trail, \$40,000 for the Beaver Creek Community Hall playground, \$100,000 for Sproat Lake Community Trails and \$600,000 to the Bamfield Water System from the 2016 Gas Tax Funding Allocation with the remainder of the funding being used for water systems.*

CARRIED

MOVED: Director Banton
SECONDED: Director Kokura

THAT the minutes of the Electoral Area Directors Committee meeting held on March 22, 2016 be adopted as amended.

CARRIED

d. Alberni Valley & Bamfield Services Committee Meeting - April 6, 2016

MOVED: Director McNabb
SECONDED: Director Jack

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on April 6, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

- a. **Huu-ay-aht First Nations, March 15, 2016 regarding request to be included in the Alberni-Clayoquot Regional District's (ACRD) Recycling Program by granting access to the Bamfield Transfer Station and request for the creation of a working group, partnering Huu-ay-aht, ACRD, and Bamfield Marine Science Center.**

MOVED: Director Wyton

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to work with the Huu-ay-aht First Nation and Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area.

CARRIED

- b. **Tla-o-qui-aht First Nation, March 29, 2016 regarding request for support from the Alberni-Clayoquot Regional District in addressing the issue of Float Homes in Tla-o-qui-aht Haahulthii.**

MOVED: Director Bennett

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors refer the Tla-o-qui-aht First Nation's request for support in addressing the Float Homes issue to the next the West Coast Committee meeting and invite the Tla-o-qui-aht First Nation to attend.

CARRIED

- c. **Ministry of the Environment, April 5, 2016 regarding invitation to attend BC's Spill Response Regime Engagement Workshop - April 20-21, 2016, Richmond, BC.**

MOVED: Director Ruttan

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the ACRD Emergency Coordinator to attend the BC'S Spill Response Regime

Engagement Workshop, April 20-21, 2016 in Richmond, BC on behalf of the Regional District.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS/BC WILDFIRE SERVICE**
Fuels Management Project Initiated in Powell River
- b. **DISTRICT OF TOFINO**
Support for MFA Fossil-Fuel Divestment
- c. **REGIONAL DISTRICT OF NANAIMO**
Grant Agreement Dated August 13, 2014 between the Regional District of Nanaimo and Island Corridor Foundation
- d. **AUDITOR GENERAL FOR LOCAL GOVERNMENT**
Auditor General for Local Government's annual service plan for the period 2016/17-2018/19 released on website March 30, 2016
- e. **CHILD FIND BRITISH COLUMBIA**
Child Find BC Proclamation May is National Missing Children's Month
- f. **MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING**
News Release - \$75 Million BC Rural Dividend Helps Small Communities
- g. **HUU-AY-AHT FIRST NATION**
Regional District Request for letter of support for the Bamfield Water System Grant Application
- h. **ALBERNI VALLEY CHAMBER OF COMMERCE**
Letter to the Ministry of Transportation regarding problem along Old Nanaimo Road
- i. **OMBUDSPERSON**
Bylaw Enforcement: Best Practices Guide for Local Government
- j. **PUBLIC WORKS ASSOCIATION OF BC**
May 15-21, 2015 Public Works Week
- k. **CITY OF KELOWNA**
SILGA Resolution

MOVED: Director Kokura

SECONDED: Director St. Jacques

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

CARRIED

MOVED: Director Wyton

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Huu-ay-aht First Nation thanking them for their letter dated March 15, 2016 supporting

the Regional District's application through the Build Canada Small Communities grant program for funding for the Bamfield Water System and advise:

- a. *The Regional District has changed their funding approach for the Bamfield Water System and will not be applying for funding through the Build Canada Fund; and,*
- b. *The Regional District is interested in future collaboration with the Huu-ay-aht First Nation regarding water infrastructure in the Bamfield area.*

CARRIED

MOVED: Director Ruttan

SECONDED: Director McNabb

THAT the ACRD Board of Directors forward letter to the Municipal Finance Authority supporting the City of Victoria's resolution regarding the Municipal Finance Authority creating a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Gas Tax (Community Works Fund) Projects 2016.**

MOVED: Director Banton

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors approve the allocation of \$820,000.00 in gas tax funds for 2016 to the following projects:

1. *\$80,000 to the Cherry Creek Trail between Cherry Creek and the Community Hall.*
2. *\$40,000 for the Beaver Creek Community Hall playground.*
3. *\$100,000 for Sproat Lake Community Trails.*
4. *\$600,000 for the Bamfield Water Treatment Facility.*

MOVED: Director McNabb

SECONDED: Director St. Jacques

THAT the main motion be amended to read:

THAT the Alberni-Clayoquot Regional District Board of Directors approve the allocation of \$1.32 million in gas tax funds for 2016 to the following projects:

1. *\$80,000 to the Cherry Creek Trail between Cherry Creek and the Community Hall.*
2. *\$40,000 for the Beaver Creek Community Hall playground.*
3. *\$100,000 for Sproat Lake Community Trails.*
4. *\$600,000 for the Bamfield Water Treatment Facility.*
5. *\$100,000 for Salmon Beach well development.*
6. *\$100,000 Millstream water system upgrades*

7. *\$150,000 Beaver Creek water system to upgrade the service to the Kackamin facility.*
8. *\$150,000 Bell Road water infrastructure.*

CARRIED

The main motion as amended was

CARRIED

b. Request for Decision regarding proposed Building Inspection Agreement with the District of Ucluelet.

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Board of Directors enters into a one (1) year agreement with the District of Ucluelet to provide building inspection services and direct the CAO and Chairperson to sign the attached BUILDING INSPECTION RESOURCE SHARING AGREEMENT.

CARRIED

c. Request for Decision regarding 2016 Asset Management.

MOVED: Director Ruttan

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors proceed with ACRD's Asset Management plan in order to complete and fully integrate the financial governance process by the end of 2016.

CARRIED

d. Request for Decision regarding Build Canada Application - Alberni Valley Landfill (AVLF) - Solid Waste Diversion Project.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors apply for funding through the New Building Canada Fund - Small Communities for the Alberni Valley Landfill Solid Waste Diversion Project.

CARRIED

e. Request for Decision regarding West Coast Landfill Contract Renewal.

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors renew the West Coast Landfill Operations contract with Berry and Vale Contracting Ltd. for an additional 5 year term, July 1, 2016 to June 30, 2021.

CARRIED

MOVED: Director Ruttan

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors sign a Letter of Understanding with Berry & Vale Contracting Ltd. that will provide increases to the annual operating contract based on the Consumer Price Index (CPI) (Victoria- All items) rate and the previous year's and annual CPI (Victoria-all items) does not exceed 10% in any given year.

CARRIED

f. Request for Decision regarding Finance Warrant No. 563.

MOVED: Director Ruttan

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Board of Directors approves Finance Warrant Number 563 in the amount of \$806,166.45 dated March 31, 2016.

CARRIED

9. PLANNING MATTERS

a. DVE16003, REDMARK VENTURES LTD, PARCEL C MAPLE STREET
Development Variance Application – Memorandum and Permit

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors issue development variance permit DVE16003.

CARRIED

b. RD15008, SHEELER, LOT A, VIP83219 PACIFIC RIM HWY
Rezoning Application – Public Hearing Report, Public Hearing Minutes
and Bylaws P1336, P1337 and P1338

MOVED: Director Cote
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Cote
SECONDED: Director McNabb

THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a third time.

CARRIED

MOVED: Director Cote
SECONDED: Director McNabb

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a second time.

CARRIED

MOVED: Director Cote
SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a third time.

CARRIED

MOVED: Director Cote
SECONDED: Director McNabb

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a second time.

CARRIED

MOVED: Director Cote

SECONDED: Director Wyton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a third time.

CARRIED

c. RE15007, BOWERMAN, 6546 SMITH ROAD

Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1334 and P1335

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a second time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a third time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Wyton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a second time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a third time.

CARRIED

- d. **RE15009, BOWERMAN, 6476 BEAVER CREEK ROAD**
Rezoning Application – Bylaw P1339

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a second time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Banton

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a third time.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. **CAO Report – April 6, 2016**
- b. **Planning & Development Manager Report & Report on Trails on ACRD Website – April 6, 2016**
- c. **Financial Manager Report – April 8, 2016**
- d. **Staff Action Items Report – April 7, 2016**
- e. **News Release - Alberni-Clayoquot Regional District/Tla-o-qui-aht First Nations - MOU West Coast Multiplex - April 1, 2016**
- f. **Alberni-Clayoquot Regional District 50th Anniversary Open House Invitation for Wednesday, April 27, 2016, 3-5 pm, Regional District Board Room**

MOVED: Director Kokura
SECONDED: Director Cootes

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

CARRIED

10.2 COMMITTEE REPORTS

a. Alberni-Clayoquot Fisheries Resource Committee Meeting - April 13, 2016 (Verbal) - D. St. Jacques

Director St. Jacques provided a brief report on the meeting. Minutes to be provided next Board meeting.

MOVED: Director St. Jacques
SECONDED: Director Kokura

THAT this verbal report be received.

CARRIED

10.3 OTHER REPORTS

a. LGLA Electoral Area Directors Forum - (Verbal Update) P. Cote/L. Banton

Director Banton and Director Cote reported on their attendance at the LGLA Electoral Area Directors forum February 2 & 3rd, 2016 in Richmond, BC.

MOVED: Director Banton
SECONDED: Director Cote

THAT the Board of Directors this verbal report.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Late Business

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the following be allowed as late item: report on the Municipal Finance Authority Annual General Meeting.

CARRIED

Director Kokura reported on the Municipal Finance Authority (MFA) Annual General Meeting. He provided an overview of the voting composition. There are 39 Members on the MFA Board for a combined total of 103 votes. The ACRD has one vote. Elections were conducted. Mayor Malcolm Brodie, City of Richmond is the Chair of the MFA Board and Al Richmond of the Cariboo Regional District is the Vice-Chair.

13. QUESTION PERIOD

14. RECESS

*MOVED: Director Jack
SECONDED: Director Wyton*

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 2:37 pm

15. RECOVENE

The meeting was reconvened at 2:55 pm

16. IN-CAMERA

*MOVED: Director McNabb
SECONDED: Director McLeman*

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

- i. Labour or other employee relations.*
- ii. Services which are at their preliminary stages*

CARRIED

The meeting was closed to the public at 2:55 pm.

The meeting was re-opened to the public at 5:15 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

*MOVED: Director McNabb
SECONDED: Director Wyton*

THAT this meeting be adjourned at 5:15 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer