



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 24, 2016, 1:30 PM Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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- DIRECTORS PRESENT:** Josie Osborne, Chairperson, District of Tofino  
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)  
John McNabb, Vice-Chair, 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, Yuułu?if?ath Government
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services  
Mike Irg, Manager of Planning and Development  
Wendy Thomson, Manager of Administrative Services  
Alex Dyer, Planner  
Shelli Lyle, Administrative Assistant

#### 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 Jack*  
*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting - February 10, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on February 10, 2016 be adopted.*

**CARRIED**

**b. Alberni-Clayoquot Transportation Committee Meeting - February 9, 2016**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on February 9, 2016 be adopted.*

**CARRIED**

**c. Salmon Beach Committee Meeting - February 9, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Salmon Beach Committee meeting held on February 9, 2016 be adopted.*

**CARRIED**

**d. Committee-of-the-Whole Meeting - February 10, 2016**

*MOVED: Director Kokura*

*SECONDED: Director Banton*

*THAT the minutes of the Committee-of-the-Whole meeting held on February 10, 2016 be adopted.*

**CARRIED**

**e. Bamfield Water Committee Meeting - February 12, 2016**

*MOVED: Director Wyton*

*SECONDED: Director Kokura*

*THAT the minutes of the Bamfield Water Committee meeting held on February 12, 2016 be adopted.*

**CARRIED**

**f. West Coast Committee Meeting - February 18, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the minutes of the West Coast Committee meeting held on February 18, 2016 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Mr. Edwin Grieve, Director, Comox Valley Regional District, 2nd Vice-President, Association of Vancouver Island and Coastal Communities regarding AVICC's Special Committee on Solid Waste's Report and Findings.**

Mr. Grieve provided a power point presentation summarizing the work and findings of the AVICC's Special Committee on Solid Waste. A report regarding the special committee will be presented at the 2016 AVICC convention and a briefing to the Province of BC. Mr. Grieve requested the following resolution from the ACRD Board of Directors.

- confirm support for adopting the AVICC Special Committee's long term strategy for solid waste management with immediate, short term and long term priorities as attached with the letter received from the AVICC dated November 20, 2015.
- confirm support for special committee work at the 2016 AVICC Convention;
- confirm support for AVICC to continue providing leadership on this initiative.

**b. Al Winney, Loretta Parkinson, Tom Parkinson, Denis Bouchard and Bob Neville regarding Presentation on Arrowsmith Amateur Radio Club's request for a 2016 Grant-in-Aid.**

Mr. Winney provided the Board with information regarding the Arrowsmith Amateur Radio Club's 2016 grant-in-aid application explaining the equipment the radio club presently has is not going to fulfill the community's needs for the future; the radios currently don't meet Industry Canada regulations. They are to be replaced with the grant funding.

**c. Patty Edwards, Alberni Valley Stakeholders Initiative to End Homelessness regarding request for a 2016 Grant-in-Aid.**

Ms. Edwards provided the Board with information regarding the AVCSI 2016 grant in aid application explaining a skilled coordinator is needed to provide administrative services. An announcement was made last week that \$258M would be available over the next 5 years for affordable housing, a regional plan is needed and that requires a skilled coordinator. Ms Edwards requested the Board of Directors reconsider the denial of the grant. Ms. Edwards proposed the grant be reduced from \$40,000 to \$20,000 on the condition of matching funds.

**d. Heather Shobe and Anna Lewis, Agricultural Support Workers, regarding Final Report on Agriculture Plan Initiatives.**

Ms. Shobe and Ms. Lewis provided a power point presentation and an update on the activities on the Agricultural Plan Implementation Project explaining Phase 2 project deliverables and the successes to date.

**6. CORRESPONDENCE FOR ACTION**

**a. Correspondence dated February 5, 2016 from North Island College regarding a request to present North Island College's five year strategic plan - NIC Plan2020 to the Alberni-Clayoquot Regional District Board of Directors.**

*MOVED: Director Ruttan*

*SECONDED: Director Banton*

*THAT the Board of Directors invite representatives from North Island College to attend a Board of Directors meeting to present NIC's five year strategic plan - NIC Plan2020.*

**CARRIED**

**b. Correspondence dated February 17, 2016 from the Toquaht Nation regarding a request for a letter through the Canada 150 Fund for their initiative "Partners in a New Canada: building a legacy of strong reconciliation.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Board of Directors forward a letter of support to the Toquaht Nation regarding their initiative "Partners in a New Canada: building a legacy of strong reconciliation" for a grant through the Canada 150 Fund.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

**a. ISLAND COASTAL ECONOMIC TRUST  
Grant to Help Cortes Island Economic Planning**

- b. CITY OF PORT COQUITLAM**  
2016 FCM Resolution – Build Canada Grant Funding
- c. VI & COAST CONSERVATION SOCIETY**  
Island's Rural Communities Celebrated on National Heritage Day, during BC's Heritage Week
- d. ISLAND CORRIDOR FOUNDATION**  
January 2016 Board Meeting Notes
- e. CHERRY CREEK WATERWORKS DISTRICT**  
Fire Services Boundaries
- f. ASSOCIATION FOR MINERAL EXPLORATION BC**  
AME BC Issues Comments on Nenqay Deni Accord Between the BC Government and Tsilhoqot'in Nation
- g. COOMBS COUNTRY CANDY**  
East Bound Public Access

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

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

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse the City of Coquitlam's resolution to the Federation of Canadian Municipalities and the Union of British Columbia Municipalities to send letters to the federal and provincial governments requesting that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost and that the provincial funding contribution for significant projects be a minimum of 40% of the project cost.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors request the Ministry of Transportation to improve the entrance into the Alberni Valley and access to Coombs Country Candy.*

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Deferred Purchase and Installation of a 100 KW Generator.**

*MOVED: Director Kokura*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the purchase and installation of a Simson-Maxwell, 100kW, 12 wire, single phase 120/240V, diesel generator by Aines and Tyler Electric Company Ltd. at a cost of approximately \$89,411.43 with a 10% contingency for a total project budget of \$98,400.*

**CARRIED**

**b. Request for Decision regarding Director Remuneration.**

*MOVED: Director McNabb*  
*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors receive the memo.*

**CARRIED**

**c. Request for Decision regarding BC Healthy Communities - Plan H Stream 2 Funding Application.**

*MOVED: Director Jack*  
*SECONDED: Director Cote*

*THAT the ACRD Board of Directors apply on behalf of the Alberni-Clayoquot Health Network for funding through the BC Healthy Communities Capacity Building Fund - Plan H Stream Two.*

**CARRIED**

**d. Request for Decision regarding Bylaw A1081, Cherry Creek Community Parks Management Bylaw, 2016.**

*MOVED: Director Banton*  
*SECONDED: Director Ruttan*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016".*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016".*

**CARRIED**

MOVED: Director Banton  
SECONDED: Director Bennett

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016."*

**CARRIED**

MOVED: Director Banton  
SECONDED: Director McLeman

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016."*

**CARRIED**

**e. Request for Decision regarding 1<sup>st</sup> Reading of the 2016-2020 Financial Plan**

MOVED: Director Jack  
SECONDED: Director Ruttan

*THAT the Board of Directors give first reading to Bylaw cited as "Bylaw F1125, 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan."*

MOVED: Director Bennett  
SECONDED: Director Banton

*THAT the Board of Directors amend Bylaw F1125, 2016-2020 Financial Plan as follows:*

*General Government services:*

*Page 7 - Line 3 – decrease \$6,668 from \$922,294 to \$915,626*

*Page 7 - Line 26 – Coastal Community Network - decrease \$4,250 from \$5,000 to \$750*

*Page 7 - Add new line – Reconciliation Committee expenses - \$5,000*

*Page 8 - Line 36 – increases \$1,000 from \$60,000 to \$61,000*

*Alberni Valley Emergency planning:*

*Page 26 Line 2 - increases \$18,400 from \$135,569 to \$153,969.*

*Page 26 Line 15 - increases \$18,400 from \$80,000 to \$98,400.*

**CARRIED**

MOVED: Director McLeman  
SECONDED: Director Bennett

*THAT the Board of Directors amend Bylaw F1125, 2016-2020 Financial Plan to include a one-time grant-in-aid in the amount of \$20,000 to the Alberni Valley Stakeholders Initiative to End Homelessness with the funds coming from the Municipalities and Electoral Areas, AND FURTHER the grant-in-aid be conditional to the group securing matching funds.*

**CARRIED**

The main motion of first reading of Bylaw F1125, 2016-2020 Financial Plan as amended was

**CARRIED**

## **9. PLANNING MATTERS**

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

- a. DVD16002, PULFORD, 9806 STIRLING ARM CRESCENT**  
Development Variance Application – Report

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD16002 subject to approval from the Ministry of Transportation and Infrastructure.*

**CARRIED**

- b. RE15009, BOWERMAN, 6476 BEAVER CREEK ROAD**  
Rezoning Application – Report and Bylaw P1339

*MOVED: Director McNabb*

*SECONDED: Director Banton*

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

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the public hearing for Bylaw P1339 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Wyton*

*THAT the Board of Directors confirm adoption of Bylaw P1339 is subject to:*

- i. The development proceeding on the condition that there is only one shared access from Beaver Creek Road;*



- ii. *Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;*
- iii. *The applicant confirming that the existing house will meet the proposed new setbacks; and*
- iv. *Meeting technical referral agency requirements.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. **Staff Action Items Report - February 18, 2016**
- b. **Meeting Schedule – March 2016**
- c. **Building Inspector’s Report – January 2016**

*MOVED: Director Ruttan*

*SECONDED: Director Bennett*

*THAT the Board of Directors receives the staff reports a-c.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. **Parcel Tax Review Panel - February 24, 2016 (Verbal)**

Director McNabb reported on the Parcel Tax Review Panel sitting. No submissions were received.

*MOVED: Director McNabb*

*SECONDED: Director Wyton*

*THAT Board of Directors receives the verbal report.*

**CARRIED**

- b. **Long Beach Airport Advisory - February 18, 2016 (Verbal)**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

Chairperson Osborne reported on the Long Beach Advisory Meeting. The Committee received an update from Airport Superintendent Mark Fortune regarding the runway lighting project. There was discussion regarding the Long Beach Airport re-branding and marketing. Requests for proposals go out shortly.

*THAT Board of Directors receives the verbal report.*

**CARRIED**

### **10.3 MEMBER REPORTS**

**a. 9-1-1 Corporation – J. McNabb**

Director McNabb reported the next meeting is scheduled for Friday, March 4 where they will be discussing the budget.

**b. Vancouver Island Regional Library - L. Banton - No Report**

**c. Central West Coast Forest Society – T. Bennett - No Report**

**d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne**

Director Bennett stated the Army is planning to be part of the June Emergency Exercise.

**e. Alberni Valley Chamber of Commerce – J. McLeman -**

Director McLeman reported the next meeting is scheduled for Thursday, February 25<sup>th</sup>.

**f. Coastal Communities Network – T. Bennett**

Director Bennett reported an email with be sent to the CAO explaining the restructuring of CCN.

**g. West Island Woodlands Advisory Group – L. Banton - No Report**

**h. Island Coastal Economic Trust –Josie Osborne - No Report**

**i. Air Quality Council, Port Alberni – J. McNabb**

- *Air Quality Council Minutes - January 28, 2016*

**j. West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett reported on the Special Planning public sessions were conducted in Tofino, Ucluelet, Bamfield and Port Alberni. In late spring the spatial plan will be unveiled. A soft opening of the community aquarium is scheduled for May 1<sup>st</sup>.

**k. Association of Vancouver Island & Coastal Communities – J. Osborne**

Director Osborne reported Director Cote's nomination for the AVICC Director at Large.

**l. Beaver Creek Water Advisory Committee – J. McNabb**

Director McNabb reported long time member of the Beaver Creek Improvement District, Beaver Creek Water Advisory Committee and Beaver Creek Advisory Planning Commission, Mr. Wayne Hasler has passed away, his Celebration of Life is Saturday, March 5<sup>th</sup> at the AV Search and Rescue Hall.

**m. Other Reports**

- **Port Alberni RCMP Detachment Monthly Report**

*MOVED: Director McNabb*  
*SECONDED: Director McLeman*

*THAT the Board of Directors receives the Member Reports.*

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Wyton*  
*SECONDED: Director St. Jacques*

*THAT the meeting be closed to the public 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, disclosure of which*  
*the Board considers could reasonably be expected to harm the interests of the*  
*Regional District if they were held in public.*

*ii. labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:31 pm.

The meeting was re-opened to the public at 4:41 pm.

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

**16. ADJOURN**

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT this meeting be adjourned at 4:42 pm.*

**CARRIED**

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer