



# Alberni-Clayoquot Regional District

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

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

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### **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) (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, Yuułu?iŋáth Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### **OTHERS**

Pam Craig, Alternate Director, Electoral Area "E" (Beaver Creek)

### **PRESENT:**

### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Alex Dyer, Planner

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.

A moment of silence was held in honour of John Hornquist, Chief Building Inspector and Coordinator of Field Services for the Regional District from 1973 to 1999.

## **2. APPROVAL OF AGENDA**

*MOVED: Director Jack*

*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – December 11, 2015**

*MOVED: Director Kokura*

*SECONDED: Director Jack*

*THAT the minutes of the Board of Directors meeting held on December 11, 2015 be adopted.*

**CARRIED**

**b. Long Beach Airport Advisory Committee Meeting - December 10, 2015**

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT the minutes of the Long Beach Airport Advisory Committee meeting held on December 10, 2015 be adopted.*

**CARRIED**

**c. Alberni-Clayoquot Transportation Committee Meeting - August 5, 2015**

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on August 5, 2015 be adopted.*

**CARRIED**

**d. Beaver Creek Water Advisory Committee Meeting - December 10, 2015**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on December 10, 2015 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for November 2015.**

a. **Bill Dawson, Deputy Assessor/Vancouver Island Region, regarding 2016 Assessment Roll.**

Director Banton entered the meeting at 1:34 pm.

Mr. Dawson provided a power point presentation on what's new at BC Assessment and a review of 2016 assessments in the Alberni-Clayoquot region.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
2016 Asset Management Planning Program - Grant Approval  
Gas Tax Agreement Community Works Fund Payment
- b. **DISTRICT OF SQUAMISH**  
Transit Funding Concerns
- c. **BC GOVERNMENT NEWS**  
Woodstove Exchange Program Benefits Communities
- d. **AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Perspectives Booklet on Policing for Local Government
- e. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
Settlement Plans for Syrian Refugees
- f. **ISLAND COASTAL ECONOMIC TRUST**  
Ford cove Receives ICET Funding for Harbour Redevelopment
- g. **CITY OF BURNABY**  
Anticipated Property Assessment Changes in 2016
- h. **CHERRY CREEK WATERWORKS DISTRICT**  
Franklin River Road Fire Protection
- i. **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS**  
Species at Risk in Canada
- j. **ENVIRONMENT AND CLIMATE CHANGE CANADA**  
Notification of Updates to the Species at Risk Public Registry
- k. **TRANSMOUNTAIN**  
Trans Mountain Expansion Project - December 2015 Update
- l. **SPROAT LAKE COMMUNITY ASSOCIATION**  
Transfer of funds from ACRD to Tseshaht First Nation for Sani-Station
- m. **Ocean Networks Canada**  
New Proposed Community Observatory in the Alberni Inlet
- n. **Ministry of Environment,**  
December 21, 2015 regarding request for Comments on BC's Spill Response Regime.

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding 2016 ACRD & ACRHD Meeting Schedule.**

*MOVED: Director Kokura*

*SECONDED: Director St. Jacques*

*THAT the ACRD Board of Directors approves the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District Meeting Schedule for 2016.*

**CARRIED**

**b. Request for Decision regarding Tofino Air Hangar Lease Renewal - LBA.**

*MOVED: Director McNabb*

*SECONDED: Director St. Jacques*

*THAT the Alberni-Clayoquot Regional District Board of Directors to renew Tofino Air's hangar lease at Long Beach Airport for a one year term commencing September 1, 2015 and expiring August 31, 2016 with an annual rent of \$4000.00 plus applicable taxes.*

**CARRIED**

*MOVED: Director Jack*

*SECONDED: Director Cote*

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Litigation or potential litigation affecting the Regional District.*

**CARRIED**

Alternate Director Craig left the meeting at 2:16 pm.

The meeting was closed to the public at 2:17 pm.

The meeting was re-opened to the public at 2:26 pm.

Alternate Director Craig re-entered the meeting at 2:26 pm.

**c. Request for Decision regarding Long Beach Airport Runway Lighting Tender Award.**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Long Beach Airport Runway Lighting Project contract to Raylec Power LP for a total tender price of \$1,479,870.60 (incl. GST).*

**CARRIED**

**d. Request for Decision regarding ESS Reception Centre Management Plan  
- Tabled Motion.**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors lift the following motion tabled at the December 11, 2015 regular Board of Directors meeting:*

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors enter into a three year agreement with the City of Port Alberni in the amount of \$20,000 per year for the City to develop and maintain a Comprehensive Reception Centre Management Plan for the Alberni Valley.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the main motion be amended to reduce from a three year to a one year agreement.*

**CARRIED**

*The main motion as amended was*

**CARRIED**

Director Cootes left the meeting at 2:45 pm.

**e. Request for Decision regarding Tabled Motion-My Alberni APP.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors lift the following motion tabled at the December 11, 2015 regular Board of Directors meeting:*

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors proclaim MyAlberni App as the Official Community App of the Alberni Valley.*

**CARRIED**

*The motion was back on the floor and was*

**DEFEATED**

**f. Request for Decision regarding Revenue Anticipation Borrowing Bylaw.**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1124, 2016".*

**CARRIED**

*MOVED: Director St. Jacques*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1124, 2016".*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director McCarthy*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1124, 2016".*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1124, 2016".*

**CARRIED**

**g. Request for Decision regarding 2016 Committee Appointments.**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT Director St. Jaques be added a representative on the Coastal Community Network.*

**CARRIED**

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

*THAT the ACRD Board of Directors approves the 2016 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented and amended.*

**CARRIED**

**h. Request for Decision regarding Finance Warrant No. 560.**

*MOVED: Director Jack  
SECONDED: Director Kokura*

*THAT the Board of Directors approves Finance Warrant Number 560 in the amount of \$1,087,956.88 dated December 31, 2015.*

**CARRIED**

**9. PLANNING MATTERS**

**a. RD15006, DANELIUK, TWO RIVERS ARM, SPROAT LAKE**  
Rezoning Application – Memorandum, Public Hearing Minutes and Bylaws P1331 and P1332

*MOVED: Director Cote  
SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Kokura*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT Bylaw P1331, Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment be read a second time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT Bylaw P1331, Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment be read a third time.*

**CARRIED**

Director St. Jacques left the meeting at 2:58 pm

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT Bylaw P1332, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a second time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT Bylaw P1332, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a third time.*

**CARRIED**

**b. RE15001, SIMISTER, 5825 SAUNDERS ROAD N**  
Rezoning Application – Bylaw P1326

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

*THAT Bylaw P1326, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be adopted.*

**CARRIED**

**c. RF15002, KISS, 5819 STRATHCONA STREET**  
Rezoning Application – Bylaw P1329

*MOVED: Director Banton*  
*SECONDED: Director Cote*

*THAT Bylaw P1329, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be adopted.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**



- a. **CAO Report – January 6, 2016**
- b. **Planning & Development Manager Report – January 7, 2016**
- c. **Financial Manager Report – January 7, 2016**
- d. **Staff Action Items Report – January 8, 2016**

*MOVED: Director Kokura*

*SECONDED: Director Ruttan*

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

**CARRIED**

## **10.2 COMMITTEE REPORTS**

## **10.3 OTHER REPORTS**

## **11. UNFINISHED BUSINESS**

### **a. Association of Vancouver Island and Coastal Communities**

Re: 2016 Resolution Submissions

The Board identified the following as possible resolutions for consideration at AVICC.

- Rainwater Harvesting System Rebate Program for Agricultural Users
- Marine Oil Spill Emergency Response
- Physician recruitment

Resolutions will be drafted for consideration at the January 27<sup>th</sup> Board of Directors meeting.

## **12. LATE BUSINESS**

## **13. QUESTION PERIOD**

## **14. IN-CAMERA**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

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

- i. Litigation or potential litigation affecting the Regional District.*

**CARRIED**

The meeting was closed to the public at 3:21 pm.

The meeting was re-opened to the public at 3:28 pm.

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

**16. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT this meeting be adjourned at 3:29 pm.*

**CARRIED**

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer