



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 23, 2016, 1:30 PM Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

---

**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, Director, Electoral Area "E" (Beaver Creek)  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)  
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?it̓ath̓ Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation

**REGRETS:** John Jack, Councillor, Huu-ay-aht First Nation

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andrew McGifford, Manager of Environmental Services  
Teri Fong, Manager of Finance  
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.

#### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director Cootes*

*THAT the agenda be approved as circulated with the addition of the following late items:*

- *Dialogue for the Future of Fish and Fishermen – Director Bennett*
- *Motion to close the meeting to the public regarding the acquisition or disposition of land.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – November 9, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Wyton*

*THAT the minutes of the Board of Directors meeting held on November 9, 2016 be adopted.*

**CARRIED**

**b. Salmon Beach Committee Meeting – November 9, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

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

**CARRIED**

**c. West Coast Committee Meeting – November 16, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director McLeman*

*THAT the minutes of the West Coast Committee meeting held on November 16, 2016 be adopted.*

**CARRIED**

**d. Alberni-Clayoquot Transportation Committee Meeting – November 8, 2016**

*MOVED: Director McLeman*

*SECONDED: Director McCarthy*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on November 8, 2016 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **FISHERIES AND OCEANS CANADA**  
On-Vessel Processing of Hake by Domestic Harvesters
- b. **MINISTRY OF AGRICULTURE**  
Regulatory Amendments Affecting Agri-tourism

*MOVED: Director Kokura*

*SECONDED: Director Ruttan*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Lease Agreement – Coastal Community Credit Union, 3009 4<sup>th</sup> Avenue.**

*MOVED: Director Ruttan*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors enter into a 5 year lease agreement with the Coastal Community Credit Union commencing December 1, 2016 to lease Alberni-Clayoquot Regional District owned office space located at 3009 Fourth Avenue, Port Alberni, BC for their financial institution for an annual rent of \$37,056.00 plus their share of property taxes and operating costs, and authorize the Chairperson and Chief Administrative Officer to enter into the lease agreement on behalf of the ACRD.*

**CARRIED**

- b. **Request for Decision regarding Bylaw 856-10, Sproat Lake Fire Protection Service Area Amendment, 2016 – Adoption.**

*MOVED: Director Cote*

*SECONDED: Director Ruttan*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw 856-10, cited as Sproat Lake Fire Protection Service Area Amendment, 2016.*

**CARRIED**

**c. Request for Decision regarding Bylaw 24-1, Bamfield Fire Protection Specified Area Amendment, 2016 – Adoption.**

*MOVED: Director Wyton*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Director adopt Bylaw 24-1, cited as Bamfield Fire Protection Specified Area Amendment, 2016.*

**CARRIED**

**d. Request for Decision regarding 2017 Vancouver Island Emergency Preparedness Conference, April 6-8, 2017, Ucluelet, BC.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors provide sponsorship in the amount of \$5,000.00 from the Special Events Grants-In-Aid, half in 2016 and 2017 to the District of Ucluelet towards their hosting of the 2017 Vancouver Island Emergency Preparedness Conference (VIEPC) on April 6-8, 2017 in Ucluelet, BC.*

**CARRIED**

**e. Request for Decision regarding PATH Project – Bamfield Representation and Consultation.**

*MOVED: Director Wyton*  
*SECONDED: Director Kokura*

*WHEREAS the proponents of the PATH Project are considering a project location in southeastern Barclay Sound;*

*AND WHEREAS the community of Bamfield and the residents of Electoral Area “A” will be affected by the proposed project;*

*THEREFORE, BE IT RESOLVED that the Alberni-Clayoquot Regional District request that the Port Alberni Port Authority (as lead proponents) undertake public engagement regarding the PATH project with the residents of Electoral Area “A” as soon as is practically possible.*

**CARRIED**

**f. Request for Decision regarding Floods 2016.**

*MOVED: Director Cote*  
*SECONDED: Director Cootes*

*THAT the Board of Directors request the Provincial and Federal governments in consideration of the Somass Watershed: consult with the local communities, share information with respect to anticipated flood events and investigate options for mitigation of flooding.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Banton*

*THAT the Board of Directors write to the Ministry of Transportation and Infrastructure to thank them for their preparation and actions to manage traffic on Highway Four and ask for consideration of improvements to avoid traffic disruptions along the Highway in similar flood events.*

**CARRIED**

## **9. PLANNING MATTERS**

- a. DVE16011, WATT, SAUNDERS ROAD N**  
Development Variance Application – Report

*MOVED: Director McNabb  
SECONDED: Director Banton*

*THAT the Board of Directors consider issuing development variance permit DVE16011.*

**CARRIED**

- b. RE16006, COLYN, 5633 STRICK ROAD**  
Rezoning Application – Report and Bylaw P1350

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1350 be read a first time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Cote*

*THAT the public hearing for Bylaw P1350 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 Banton*

*THAT the Board of Directors confirm that adoption of Bylaw P1350 is subject to meeting all technical referral agency requirements.*

**CARRIED**

- c. **DVF16012, BROWN, 3745 MOUNTAIN VIEW ROAD**  
Development Variance Application – Report

*MOVED: Director Banton*  
*SECONDED: Director Wyton*

*THAT the Board of Directors consider issuing development variance permit DVF16012.*

**CARRIED**

- d. **DVF16013, NEWBERRY, LOT 2, EPP63338 CHERRY CREEK ROAD**  
Development Variance Application – Report

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

*THAT the Board of Directors consider issuing development variance permit DVF16013.*

**CARRIED**

- e. **ISLANDS AGRICULTURE SHOW SPONSORSHIP**  
Request for Decision

*MOVED: Director Cote*  
*SECONDED: Director Ruttan*

*THAT the Board of Directors sponsor one exhibitor booth at the Islands Agriculture Show for \$575 to provide an opportunity for non-profit organizations in the Alberni Valley who engage in food security and agricultural initiatives.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Wyton*

*THAT the Board of Directors sponsor up to \$2,000 for a Barkley Sound Marine Production Tour to highlight coastal aquaculture and shellfish operations in conjunction with the Islands Agriculture Show.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Staff Action Items Report – November 17, 2016**
- b. Meeting Schedule – December 2016**
- c. Building Inspector’s Report – October 2016**

*MOVED: Director McLeman*

*SECONDED: Director Cote*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. Alberni-Clayoquot Transportation Committee Meeting, November 22, 2016 – J. McLeman (verbal)**

Director McLeman reported on the Committee meeting held yesterday with Ministry of Transportation and Infrastructure representatives to discuss the findings of the findings of the Report on the Horne Lake Connector. Director Banton reported that improvements to Cathedral Grove have been identified as a priority and the Committee will be following up with the Ministry on this issue.

*MOVED: Director McLeman*

*SECONDED: Director Bennett*

*THAT this verbal report be received.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors request on behalf of the Alberni-Clayoquot Transportation Committee that the Ministry of Transportation and Infrastructure review the suggested proposed Hwy 4 to Hwy 19 cutoff at Melrose Road and respond to the AC Transportation Committee within a reasonable time frame/ 30 days.*

**CARRIED**

### **10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – J. McNabb**

Director McNabb reported on the meeting last Friday. They are proceeding with the Kitsukis Reservoir and Faber Road Fire Hall transmitter projects which will improve communications for the fire departments in the Alberni Valley. Director

McNabb advised the preliminary budget will see an increase of 1.8%, but this could change.

- 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 Cote reported the Sproat Lake Community Association will be holding a Community Meeting on December 1<sup>st</sup> at the Sproat Lake Fire Hall. Notice and a questionnaire has gone out to the community to try and gather information on the damage caused from recent flooding.

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

Director McLeman reported on their last meeting. They received a good presentation from the McLean's Mill Management Company. The Company has a lot of experience in marketing.

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

Director Bennett reported that Director St. Jacques will be representing the Network at the Groundfish Trawl Advisory Committee meeting on December 2<sup>nd</sup>.

- 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**

Director McNabb reported on the recent meeting.

- j. West Coast Aquatic Board – T. Bennett/K. Wyton – No Report**
- k. Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- l. Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. Other Reports**

*MOVED: Director Banton*

*SECONDED: Director St. Jacques*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**



**a. Dialogue for the Future of Fish and Fishermen – Request to attend on behalf of the Regional District –Director Bennett**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Board of Directors authorize Director Bennett to attend the Dialogue for the Future of Fish and Fisherman on December 5, 2016 in Nanaimo, BC.*

**CARRIED**

**b. Groundfish Troll Advisory Committee Meeting – December 2, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors authorize Director Bennett and St. Jacques to attend the Groundfish Trawl Advisory Committee meeting on December 2, 2016 in order to speak on at-sea processing of hake.*

**CARRIED**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Osborne*

*SECONDED: Director McNabb*

*THAT the meeting be closed to the public to discuss the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District.*

**CARRIED**

The meeting was closed to the public at 2:45 pm.

The meeting was re-opened to the public at 2:56 pm.

**15. RECOMMENDATIONS FROM IN-CAMERA**

**16. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT this meeting be adjourned at 2:56 pm.*

**CARRIED**

Certified Correct:

---

Josie Osborne,  
Chairperson

---

Russell Dyson,  
Chief Administrative Officer