



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 14, 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)

John McNabb, Director, 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

Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

#### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Manager of Environmental Services

Teri Fong, Manager of Finance

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 McNabb*

*SECONDED: Director Jack*

*THAT the agenda be approved as circulated.*

**CARRIED**

#### **3. DECLARATIONS**

#### **4. ADOPTION OF MINUTES**

##### **a. Board of Directors Meeting – August 24, 2016**

*MOVED: Director Cootes*

*SECONDED: Director McLeman*

*THAT the minutes of the Board of Directors meeting held on August 24, 2016 be adopted.*

**CARRIED**

##### **b. Salmon Beach Committee Meeting – August 25, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cootes*

*THAT the minutes of the Salmon Beach Committee Meeting held on August 25, 2016 be adopted*

**CARRIED**

#### **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

##### **a. John Thomas, Environmental Services Technician, 10 Years of Service**

The Chairperson presented Mr. Thomas with a gift of recognition for ten years of service with the Alberni-Clayoquot Regional District.

##### **b. Myrna Moore, BC Transit and Phil Atkinson, Diversified Transportation, Annual Performance Summary for Alberni-Clayoquot Custom Transit Services for 2015/2016 Fiscal Year.**

Ms. Moore provided the Board with a power point presentation on the annual performance summary for the Alberni-Clayoquot Regional District 2015/2016 Custom Transit Services.

#### **6. CORRESPONDENCE FOR INFORMATION**

##### **a. THE CORPORATION OF THE VILLAGE OF NEW DENVER**

Support for resolution (B-5) at UBCM

##### **b. ALBERNI VALLEY RESCUE SQUAD**

60<sup>th</sup> Anniversary Open House Invitation

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

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

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District forward the correspondence from the Corporation of the Village of New Denver regarding support for their resolution at UBCM requesting assistance in opening a meaningful dialogue with the Fire Underwriters Survey to Dan Holder, ACRD Fire Services Coordinator and Fire Chiefs in the region asking for input on this issue.*

**CARRIED**

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

### **a. Request for Decision regarding Finance Warrant 568**

*MOVED: Director Bennett*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors approves Finance Warrant number 568 in the amount of \$1,302,630.38 dated August 31, 2016.*

**CARRIED**

### **b. Request for Decision regarding the appointment of Chief and Deputy Chief Election Officer – Referendum – Bamfield Water System Treatment Plant**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Wendy Thomson, Chief Election Officer and Shelli Lyle, Deputy Chief Election Officer for the purposes of conducting the Bamfield Water System Treatment Plant referendum in the fall/winter of 2016.*

**CARRIED**

MOVED: Director Wyton  
SECONDED: Director Cote

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the following question for the Bamfield Water System Treatment Plant referendum:*

***Alberni-Clayoquot Regional District  
Referendum – 2016***

***Bamfield Water System Treatment Plant***

*(within a portion of Electoral Area “A” Bamfield, Bamfield Water System Service Area)*

**QUESTION:**

***Are you in favour of the Alberni-Clayoquot Regional District (ACRD) adopting Bylaw F1126, “Bamfield Water System Treatment Plant Loan Authorization, 2016” to enable the ACRD to borrow \$600,000 for the construction of a Water Treatment Plant for the Bamfield Water System?***

**YES/NO**

**CARRIED**

- c. Request for Decision regarding Huu-ay-aht First Nation, Anacla – Bamfield Walking Trail.**

MOVED: Director Ruttan  
SECONDED: Director Cootes

*THAT the Board of Directors direct staff to provide a letter of support to the Huu-ay-aht First Nation for an Island Coastal Economic Trust grant application.*

**CARRIED**

- d. Request for Decision regarding AVRA Runway Expansion and Northwest Industrial Road Tender.**

MOVED: Director Ruttan  
SECONDED: Director Cote

*THAT the Board of Directors of the Alberni-Clayoquot Regional District endorse the attached engineering services agreement for Tetra Tech to complete the design, tendering and project oversight for the North West Industrial Road relocation for the realization of Obstacle Limitations for the Alberni Valley Regional Airport Runway Expansion at an estimated cost of \$34,613.*

**CARRIED**

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

*THAT the Board of Directors of the Alberni-Clayoquot Regional District direct staff to proceed with the tendering of the Northwest Road relocation as outlined in the September 14, 2016 report of the CAO, subject to approval to proceed from the Ministry of Forests, Lands and Natural Resource Operations.*

**CARRIED**

## **8. PLANNING MATTERS**

### **8.1 ELECTORAL AREA DIRECTORS ONLY**

- a. DVF16008, MADILL, PARCEL G DURHAM STREET**  
Development Variance Application – Memorandum and Permit

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

*THAT the Board of Directors issue development variance permit DVF16008.*

**CARRIED**

- b. RF16005, BUELOW, 550 FRANKLIN RIVER ROAD**  
Rezoning Application – Report and Bylaws P1344 and P1345

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

*THAT Bylaw P1344, Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw be read a first time.*

**CARRIED**

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

*THAT Bylaw P1345, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

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

*THAT the public hearing for Bylaws P1344 and P1345 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

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

*THAT the Board of Directors confirm that adoption of Bylaws P1344 and P1345 are subject to:*

- *Access to each proposed lot being approved and supported by the Ministry of Transportation and Infrastructure.*
- *Meeting technical referral agency requirements.*

**CARRIED**

**c. TUP16001, GAIGA/HAWKINS, 6741 CYPRESS BLVD**  
Temporary Use Permit Application – Report

*MOVED: Director Banton*  
*SECONDED: Director Kokura*

*THAT the Board of Directors consider issuing temporary use permit TUP16001 following notification to residents and property owners as required by the Local Government Act.*

**CARRIED**

## **9. REPORTS**

### **9.1 STAFF REPORTS**

- a. Building Inspector's Report – August 2016**
- b. Staff Action Items Report – September 8, 2016**
- c. Meeting Schedule – October 2016**

*MOVED: Director Bennett*  
*SECONDED: Director Jack*

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

**CARRIED**

### **9.2 OTHER REPORTS**

- a. Fisheries Resource Committee – September 14, 2016, D. St. Jacques (Verbal)**

Director St. Jacques reported on the Fisheries Resource Committee meeting held earlier today.

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

*THAT the Board of Directors receives the verbal report.*

**CARRIED**

**9.3 MEMBER REPORTS**

- a. 911 Corporation – No Report
- b. Vancouver Island Regional Library - No Report
- c. Central West Coast Forest Society - No Report
- d. Emergency Planning Committee – No Report
- e. Alberni Valley Chamber of Commerce – No Report
- f. Coastal Community Network – No Report
- g. West Island Woodlands Advisory Group – No Report
- h. Island Coastal Economic Trust – No Report
- i. Air Quality Council – No report
- j. West Cost Aquatic Board – No Report
- k. Association of Vancouver Island & Coastal Communities – No Report
- l. Beaver Creek Water Advisory Committee – No Report
- m. Other Reports

Director Cote circulated invitations for the Island Agricultural Show being held in Port Alberni, Feb 3 – 4, 2017.

Director Bennett reported on a meeting he attended with Toquaht Nation representatives. Agreements have been made between the RCMP and the Maa-nulth First Nations. A ten person police force will be hired to work with the Maa-nulth First Nations and local RCMP detachments.

**10. UNFINISHED BUSINESS**

**11. LATE BUSINESS**

**12. QUESTION PERIOD**

**13. RECESS**

*MOVED: Director Jack*  
*SECONDED: Director McCarthy*

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

**CARRIED**

The meeting was recessed at 2:28 pm

**14. RECOVENE**

The meeting was reconvened at 2:45 pm

**15. IN-CAMERA**

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

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

- i. the acquisition, disposition or expropriation of land or improvements, if the Regional District considers that disclosure could reasonably be expected to harm the interests of the Regional District;*
- ii. information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

**CARRIED**

The meeting was closed to the public at 2:46 pm.

The meeting was re-opened to the public at 3:46 pm.

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

The following motion was reported out in open meeting:

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

*THAT the Alberni-Clayoquot Regional District supports BC Transit in its discussions with the transit operating company surrounding the option of granting a three-year extension to their current contract.*

**CARRIED**



**17. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT this meeting be adjourned at 3:46 pm*

**CARRIED**

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer