



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, AUGUST 23, 2017

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

DIRECTORS

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation

PRESENT:

Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Director, Electoral Area "A" (Bamfield)
Mike Kokura, Director, Electoral Area "B" (Beaufort)
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
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
Alan McCarthy, Member of Legislature, Yuułu?iŋ?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Dianne St. Jacques, Mayor, District of Ucluelet

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Wendy Thomson, Manager of Administrative Services
Alex Dyer, Planner

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 pm.

The Chairperson welcomed Mr. Douglas Holmes, the new Chief Administrative Officer for the Alberni-Clayoquot Regional District.

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 Kokura

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – July 26, 2017

MOVED: Director Cootes

SECONDED: Director McCarthy

THAT the minutes of the Board of Directors meeting held on July 26, 2017 be adopted.

CARRIED

b. Special Board of Directors Meeting – August 1, 2017

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the minutes of the Special Board of Directors meeting held on August 1, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ken Sanders, President, Alberni Golf Club regarding 2018 Property Tax Exemption.

Director Bennett and Director Ruttan entered the meeting at 1:34 pm.

Mr. Sanders provided an update on activities of the Alberni Golf Club over the past year. He thanked the Regional District Board for supporting their annual tax exemption over the past 15 years and discussed the importance of the annual tax exemption to the economic viability of their organization.

b. Cathy Braiden regarding Development Variance DVD17004.

Ms. Braiden provided an overview of Development Variance Permit Application DVD17004 for 8467 Bothwell Road.

c. Madison Redman, Leadhand, Ross Johnson, Sproat Lake Marine Patrol, regarding Year End Presentation to the Board.

Ms. Redman and Mr. Johnson provided an overview of the Sproat Lake Marine Patrol program and services for 2017.

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to BC Parks concerning the poor condition of the boat ramp at Sproat Lake Provincial Park and request they repair the dock.

CARRIED

6. CORRESPONDENCE FOR ACTION

- a. Correspondence dated August 4, 2017 from BC Hydro regarding information to request a meeting with a BC Hydro Senior Manager during the UBCM Convention regarding any local issues.**

MOVED: Director McLeman
SECONDED: Director Cootes

THAT a meeting be requested with the BC Hydro Senior Manager during the 2017 UBCM Convention to discuss Huu-ay-aht First Nation capacity of the lines for independent power projects and energy purchase agreements.

CARRIED

- b. Correspondence dated August 2, 2017 from the Department of Fisheries and Oceans regarding a request for a representative and alternate to represent the five Regional Districts adjacent to the AOI in a Pre-Designation Offshore Pacific Advisory Committee.**

Director Banton entered the meeting at 2:11 pm.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the ACRD Board of Directors instruct staff to contact the four Regional Districts requesting a conference call next week to discuss each of their positions with respect to appointing one member from all five Regional Districts to the Department of Fisheries and Oceans Canada Offshore Pacific Advisory Committee.

CARRIED

MOVED: Director McLeman
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District to arrange a conference call with the Department of Fisheries and Oceans Canada to discuss the position of the five

Regional Districts with respect to appointing one member to the Offshore Pacific Advisory Committee.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **ALBERNI CLAYOQUOT HEALTH NETWORK**
Update on Alberni Clayoquot Working Together to Reduce Poverty Protocol Agreement
- b. **ALBERNI VALLEY REGATTA ASSOCIATION**
Thank you for On-going Support of the Alberni Valley Regatta
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Gas Tax Agreement Community Works Fund Payment
- d. **DISTRICT OF SQUAMISH**
Support for Resolutions for Consideration at UBCM

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 579.**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Board of Directors approve Finance Warrant Number 579 in the amount of \$648,420.16 dated July 31, 2017.

CARRIED

- b. **Request for Decision regarding Friends of Rails to Trails – E&N Island Corridor.**

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors receive the correspondence from the McLean Mill Society, Alberni Valley Museum & Heritage Commission and Alberni Valley Chamber of Commerce and advise the Friends of Rails to Trails' that the ACRD Board of Directors does not support their proposal at this time to convert rails to trails.

CARRIED

c. Request for Decision regarding nominations for appointment to the BC Ferry Authority Board of Directors.

MOVED: Director McNabb

SECONDED: Director McLeman

- a. Identify a qualified individual or individuals from the Alberni-Clayoquot region for consideration of nomination to the BC Ferry Authority Board of Directors, and;*
- b. At the September 13, 2017 regular ACRD Board of Directors meeting, review and nominate an individual from the Alberni-Clayoquot region to the BC Ferry Authority Board of Directors.*

CARRIED

d. Request for Decision regarding Lease Lot Request – Lot 12 – Alberni Valley Regional Airport.

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a lease agreement for Lot 12 at the Alberni Valley Regional Airport, with Northern Lights Aviation Ltd. for a term of three (3) years commencing September 1, 2017 and ending August 31st, 2020 with an annual rent of \$1425.00 plus GST and CPI increases.

CARRIED

e. Request for Decision regarding Asset Management Implementation Coordinator.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to go out to tender for asset management services.

DEFEATED

MOVED: Director Banton

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Asset Management Implementation Coordinator for a 12 month term and direct staff to proceed with the hiring process.

CARRIED

f. Request for Decision regarding Tseshaht First Nation/Alberni-Clayoquot Working Group Protocol Agreement.

MOVED: Director Cote
SECONDED: Director Osborne

THAT the Board of Directors enter into a Tseshaht First Nation/Alberni-Clayoquot Regional District Working Group Protocol agreement.

CARRIED

g. Request for Decision regarding West Coast Multiplex – Boundary Extension Bylaw.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

MOVED: Director Johnsen
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

MOVED: Director Johnsen
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

9. PLANNING MATTERS

a. DVA17007, BRADLEY & MELIS, LOT 1 MICHELSENS LANE (BAMFIELD)

Development Variance Permit Application – Memorandum and Permit

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Board of Directors issue development variance permit DVA17007.

CARRIED

b. DVD17004, JAMES AND CATHERINE BRAIDEN (SPROAT LAKE)
Development Variance Permit Application – Report

MOVED: Director Kokura
SECONDED: Director McNabb

THAT this application be deferred to the next Board of Directors meeting.

CARRIED

c. RD16004, GREAT CENTRAL HOLDINGS LTD (SPROAT LAKE)
Rezoning Application – Memorandum and Bylaw P1356

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors amend Bylaw P1356, Section 2. a. 161.4.1(2) to read “Lodge, motel and motor hotel, having a combined floor area of not more than 6,000 square metres”.

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No. P1356 be read a second time as amended.

CARRIED

d. RF17005, KAUR, 6106 COTTAM ROAD (CHERRY CREEK)
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1349

MOVED: Director Banton
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1349 be read a second time.

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1349 be read a third time.

CARRIED

e. AGRICULTURE PLAN IMPLEMENTATION – ARMYWORM RESPONSE
Request for Decision

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors authorize additional funding through Regional Planning consultant costs, not to exceed \$3,000.00, to address the armyworm outbreak in the ACRD.

CARRIED

f. AGRICULTURE SUPPORT WORKERS' MONTHLY REPORT
June/July 2017

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the Board of Directors receive the report.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Administration Department Monthly Staff Report – August 16, 2017**
- b. Planning and Development Report – August 17, 2017**
- c. Environmental Services Manager Report – August 23, 2017**
- d. Staff Action Items Report- August 17, 2017**
- e. Meeting Schedule – September 2017**
- f. Financial Statement – July 2017**

MOVED: Director Bennett
SECONDED: Director Banton

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

CARRIED

The Chair left the meeting at 3:41 pm

The Vice-Chair assumed the Chair at 3:41 pm

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb – No Report**
- b. Vancouver Island Regional Library - L. Banton – No Report**
- c. Central West Coast Forest Society – T. Bennett – No Report**
- d. Alberni Valley Chamber of Commerce – J. McLeman – No Report**
- e. Coastal Communities Network – T. Bennett/D. St. Jacques – No Report**
- f. West Island Woodlands Advisory Group – M. Kokura – No Report**
- g. Island Coastal Economic Trust –J. Jack – No Report**
- h. Air Quality Council, Port Alberni – K. Wyton – No Report**
- i. West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett provided a brief update on activities of the Board.

- j. Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- k. Beaver Creek Water Advisory Committee – J. McNabb – No Reports**
- l. Other Reports**

The Chairperson re-entered the meeting at 3:44 pm and re-assumed the Chair.

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the Board of Directors receive the Member Reports.

CARRIED

10.4 OTHER REPORTS

- a. BC Transit 2016/17 Annual Performance Summary**

b. North Island 9-1-1 Corporation Finance Statements – Year Ended December 31, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT reports a-b be received for information.

CARRIED

Director Osborne reported that with the assistance of Gord Johns, MP a meeting was arranged with the Prime Minister and local government officials during his recent trip to the west coast. Two important issues were discussed from Tofino's perspective: reconciliation and affordable housing. Director St. Jacques reported Ucluelet discussed regional water and improved water supply. Director Ruttan reported the City of Port Alberni talked about the trans-shipment hub, ship building and a wildfire training centre of excellence. The Chairperson reported that the Nuuchahnulth Tribal Council Chiefs met with the Prime Minister and talked about protocol, child and family services, language and culture, education and training strategies.

MOVED: Chairperson Jack

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Prime Minister of Canada thanking him for taking the time to meet with local government and First Nations officials during his recent trip to the west coast AND FURTHER a letter be forwarded to Gord Johns, MP thanking him for assisting in arranging the meetings with the Prime Minister.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director Cote

SECONDED: Director Cootes

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

CARRIED

The meeting was recessed at 4:03 pm.

15. RECOVENE

The meeting was reconvened at 4:08 pm

16. IN-CAMERA

MOVED: Director Bennett

SECONDED: Director Kokura

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

- i. 90 (1) (e) of the Community Charter: The acquisition, disposition or expropriation of land or improvements, if the Regional District considers that disclosure could reasonably be expected to harm the interest of the Regional District;*
- ii. 90 (1) (k) of the Community Charter: Negotiations and related discussions respecting the proposed provision of a Regional District service that are their preliminary stages and that, in the view of the Regional District could reasonably be expected to harm the interests of the Regional District if they were held in public;*

CARRIED

The meeting was closed to the public at 4:09 pm.

The meeting was re-opened to the public at 5:22 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Kokura

SECONDED: Director Bennett

THAT this meeting be adjourned at 5:22 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Manager of Administrative Services