



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, DECEMBER 13, 2017

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

DIRECTORS PRESENT: John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
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)
Lindsay Rogers, Alternate 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, Yuułuꞑiꞑath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS: Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
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 Kokura

SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 22, 2017

MOVED: Director Cootes

SECONDED: Director Wyton

THAT the minutes of the Board of Directors meeting held on November 22, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Huu-ay-aht First Nation and Steelhead LNG representatives - Presentation regarding the Kwispaa LNG Project.

The delegation conducted a presentation on the Kwispaa Project.

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors continues its support in principle for the Kwispaa Project.

CARRIED

b. Stefan Yancey, Operations Manager, Nanaimo Regional Office, Michael Pearson, Vancouver Island District Manager, Ministry of Transportation and Infrastructure regarding Maintenance Contract Information and Clarification.

The delegation reported on the upcoming road maintenance tendering process commencing in January 2018.

c. Darren Englund, Senior Project Manager, Nanaimo Regional Office, Ministry of Transportation and Infrastructure regarding Update on Upcoming Kennedy Lake Project.

The delegation provided an update on the \$30 million dollar Kennedy Lake project commencing in the Spring of 2018.

d. Phil Atkinson, Port Alberni Transit, Myrna Moore, Senior Regional Transit Manager, BC Transit regarding Update on Services Provided & Ridership.

The delegation provided information on BC Transit and the transit services provided in the Alberni-Clayoquot region including ridership distribution by area.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated November 24, 2017 from the Ministry of Indigenous Relations and Reconciliation inviting a member of the Alberni-Clayoquot Regional District Board of Directors to participate as a member of the BC Negotiating Team with respect to the Ditidaht First Nation Treaty Process.**

MOVED: Director Kokura

SECONDED: Director St. Jacques

THAT the Board of Directors nominate the Director Wyton to participate as a member of the BC Negotiating Team with respect to the Ditidaht First Nation Treaty Process.

CARRIED

- b. **Correspondence dated November 24, 2017 from the Municipal Finance Authority of BC (MFABC) requesting a member appointment and alternate member appointment to the MFABC Board of Directors for 2018.**

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Kokura as appointee on the Municipal Finance Authority Board of Directors for 2018 and Director Banton as the alternate appointee for 2018.

CARRIED

- c. **Correspondence dated November 29, 2017 from West Coast Resource Centre, Alberni Valley Employment Centre requesting Financial Support from the Special Events Fund for the West Coast Job Expo.**

MOVED: Director McNabb

SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors approve \$2,500 from the Special Events fund to Island Works Transitions Inc. to host a Job Expo on the West Coast, March 2, 2018.

CARRIED

- d. **Correspondence dated November 28, 2017 from the Sproat Lake Community Association requesting proposed regulations for Sproat Lake.**

MOVED: Director Cote
SECONDED: Director Wyton

THAT this correspondence be referred for consideration to the January 4, 2018 Board Strategy Session.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. ALBERNI-CLAYOQUOT HEALTH NETWORK**
Invitation to January 19, 2017 Poverty Reduction Protocol Agreement Signing
- b. UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Strategic Wildfire Prevention Initiative – Approval of Community Wildfire Protection Plan Update Application: Alberni Valley and Alberni-Clayoquot Regional District Area A
Gas Tax Agreement Community Works Fund Payment
- c. SURFRIDER FOUNDATION PACIFIC RIM CHAPTER**
Thank You for Assistance
- d. TRANSPORT CANADA**
Divestiture of the Bamfield Port Facility
- e. HARRISON HOT SPRINGS**
Prevention of Quagga and Zebra Mussels
- f. ERNEST BURNETT**
New Highway Needed

MOVED: Director Kokura
SECONDED: Director Ruttan

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding 2018-2022 ACRD & ACRHD Financial Plan Meeting Schedule.**

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the proposed meeting schedule for the 2018-2022 Alberni-Clayoquot Regional District Financial Plan and the 2018 Alberni-Clayoquot Regional Hospital District Annual Budget.

CARRIED

b. Request for Decision regarding Finance Warrant No. 583.

MOVED: Director Kokura
SECONDED: Director McLeman

THAT the Board of Directors approve Finance Warrant Number 583 in the amount of \$967,523.67 dated November 30, 2017.

CARRIED

c. Request for Decision regarding Janitor Contract Renewal – ACRD Offices.

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a four (4) year contract with AEL Janitorial Services (Edith Duvall) to provide janitorial services to the Regional District offices located at 3008 Fifth Avenue and 3004 Fourth Avenue, Port Alberni, BC.

CARRIED

d. Request for Decision regarding 2018 ACRD & ACRHD Meeting Schedule.

MOVED: Director Bennett
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District Meeting schedule for 2018.

CARRIED

e. Request for Decision regarding AVICC – Call for Resolutions & Nominations to 2018 Executive Committee.

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the ACRD Directors bring forward resolutions to the January 10th or January 24, 2018 Regular Board of Directors meeting for consideration of submission to the 2018 Association of Vancouver Island Coastal Communities (AVICC) Convention.

CARRIED

f. Request for Decision regarding NI 911 Corporation Visicad End User Agreement for Volunteer Fire Departments.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a five year agreement with the North Island 911 Corporation to provide the Sproat Lake, Beaver Creek and Bamfield Volunteer Fire Departments with Computer Aided Dispatch Software System services for a cost of \$1.00 per year, per department.

CARRIED

g. Request for Decision regarding 2017 to 2021 Financial Plan Amendment Bylaw.

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw F1131-1, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Bylaw F1131-1, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bylaw F1131-1, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bylaw F1131-1, 2017 to 2021 Alberni-Clayoquot Regional District Financial Plan Amendment".

CARRIED

h. Request for Decision regarding Alberni-Clayoquot Health Network Table of Partners Representative.

MOVED: Director Bennett

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors nominate Director Cote to apply to the Alberni-Clayoquot Health Network (ACHN) Table of Partners (TOP) for a two (2) year term starting January 1, 2018.

CARRIED

i. Request for Decision regarding ACRD Voting Strength & Numbers of Directors.

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors receive the 2016 Census Population and Voting Strength/Number of Directors determination for the Alberni-Clayoquot Regional District.

CARRIED

9. PLANNING MATTERS

a. RD16004, GREAT CENTRAL LAKE HOLDINGS LTD.

Rezoning Application – Memorandum and Bylaws P1355, P1356 and P1357

MOVED: Director Cote

SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1355 be adopted.

CARRIED

MOVED: Director Cote

SECONDED: Director Wyton

THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1356 be adopted.

CARRIED

MOVED: Director Cote
SECONDED: Director McNabb

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1357 be adopted.

CARRIED

b. SHORT TERM VACATION RENTALS TEMPORARY USE PERMIT POLICY AND DEVELOPMENT PROCEDURES AND FEES BYLAW AMENDMENT
Memorandum, Policy and Bylaw P1364

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the ACRD Board of Directors receive the report.

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the ACRD Board of Directors adopt the Short Term Vacation Rentals Temporary Use Permit Policy.

DEFEATED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the Short Term Vacation Rentals Temporary Use Permit Policy be referred to the next Electoral Area Directors Committee meeting.

CARRIED

c. REQUEST FOR DECISION
Sproat Lake and Somass River Flood Risks – Memorandum

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the Board of Directors receive the staff report and direct staff to report back when the NDMP and CEPF grant funding is decided.

CARRIED

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the Board of Directors direct staff to participate in discussions with the regulatory agencies connected to any part of the watershed, West Coast Aquatic, and property owners responsible for the Sproat Lake Weir, the Great Central Lake dam, and the BC Hydro Dam on Elsie Lake, subject to review by the Board at the January 4, 2018 strategic priorities session.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Financial Department Report – December 6, 2017**
- b. Staff Action Items Report- December 8, 2017**
- c. Building Inspector Report – November 2017**
- d. Meeting Schedule – January 2018**
- e. CAO Recruitment Costs – December 8, 2017**

MOVED: Director Bennett

SECONDED: Director Kokura

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

CARRIED

10.2 COMMITTEE REPORTS

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director McNabb

SECONDED: Director McLeman

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

CARRIED

15. RECONVENE

The meeting was recessed at 4:18 pm

The meeting was reconvened at 4:27 pm

16. IN-CAMERA

MOVED: Director McNabb

SECONDED: Director Cote

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

- i. 90 (1) (c) of the Community Charter: Labour relations or other employee relations;*
- ii. 90 (1) (g) of the Community Charter: Litigation or potential litigation affect the Regional District.*
- iii. 90 (1) (k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Board, 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 4:29 pm.

The meeting was re-opened to the public at 4:44 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Cote

SECONDED: Director McNabb

THAT this meeting be adjourned at 4:44 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Manager of Administrative Services