



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 22, 2017, 1:30 PM

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

DIRECTORS

PRESENT:

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
Josie Osborne, Vice-Chairperson, 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) (via telecon)
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
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?iŋ'ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

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
Janice Hill, Environmental Services Coordinator

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:37 pm.

The Chairperson recognized the meeting this afternoon being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Banton

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

6c. *Correspondence from Lady Rose Marine Services requesting a letter of support for a car ferry from Port Alberni to Ucluelet.*

12a. *Sproat Lake outlet study proposal.*

12b. *Terms of Reference – Chief Administrative Officer Recruitment Committee.*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 8, 2017

MOVED: Director Ruttan

SECONDED: Director McCarthy

THAT the minutes of the Board of Directors held on March 8, 2017 be adopted.

CARRIED

b. Special Board of Directors Meeting – Public Consultation - March 15, 2017

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the minutes of the Special Board of Directors meeting held on March 15, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Presentation: Keith Looker, Maintenance Technician, 5 Years of Service

The Chair presented Keith Looker with a gift of recognition for 5 years of service with the ACRD.

b. Patty Edwards, Terry Deakin, Coordinator, Alberni Valley Stakeholders Initiative to End Homelessness – Update on Activities

Terry Deakin and Patty Edwards provided a update on their activities including the 10-Year Strategic Plan to House our Community and End Homelessness. Terry has been hired as a project coordinator to help implement the plan. The Strategic Plan has the following 5 Priorities:

1. Protect & increase housing stock;

2. Join with all sectors in community financial well being (poverty reduction);
3. Transition to Systems Planning model for housing and homelessness;
4. Enhance information collection, analysis and dissemination; and
5. Improve capacity for housing system, coordination, and implementation.

6. CORRESPONDENCE FOR ACTION

- a. Correspondence dated March 14, 2017 from the Toquaht Nation regarding request to join the Alberni Clayoquot Regional District Long Beach Airport Advisory Committee.**

MOVED: Director Osborne

SECONDED: Director Johnsen

THAT the Terms of Reference for the Long Beach Airport Advisory Committee be amended to include a member of the Toquaht Nation and that Kirsten Johnsen be appointed to the Committee, representing the Toquaht Nation, with term ending October 2018.

CARRIED

- b. Correspondence dated March 15, 2017 from the Coastal Community Network regarding request for the Alberni-Clayoquot Regional District to apply to the British Columbia Rural Dividend Fund on behalf of the Coastal Community Network Association.**

MOVED: Director Cote

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District apply to the British Columbia Rural Dividend Fund on behalf of the Coastal Community Network Association in the amount of \$10,000 for the completion of the Coastal Sustainability Charter Literature Review in 2017.

CARRIED

- c. LATE ITEM: Correspondence dated February 24, 2017 from Lady Rose Marine Services regarding a request for a letter of support for the possible Car Ferry from Port Alberni to Ucluelet.**

MOVED: Director Ruttan

SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District send a letter of support to Lady Rose Marine Services for the possible Car Ferry from Port Alberni to Ucluelet.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**
November 2016 Flooding – Letter of Thanks and Request
- b. **MINISTRY OF JOBS, TOURISM AND SKILL TRAINING AND MINISTER RESPONSIBLE FOR LABOUR**
BC Jobs Plan – 5 Year Update
(Report held in office)
- c. **SPROAT LAKE COMMUNITY ASSOCIATION TO MINISTER OF TRANSPORTATION**
Adequate Maintenance and Service for Snow Removal in Rural Areas
- d. **HARRISON HOT SPRINGS**
Support for the District of Coldstream
- e. **NOTICE IN ACCORDANCE WITH YUUŁU?İŁ?ATH**
Zoning and Structures Act Section 34.6

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Selection Committee for the West Coast Multiplex Architect.**

MOVED: Director St. Jacques

SECONDED: Director McLeman

THAT the Board of Directors establish a select committee to review architectural services for the detailed design of the Westcoast Multiplex as outlined in the CAO's March 15, 2017 report, in order to recommend to the Regional Board the preferred candidate for the project.

CARRIED

- b. **Request for Decision regarding operating procedures for the Alberni Valley Regional Airport.**

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors direct staff to complete aircraft operating procedures for the Alberni Valley Regional Airport with respect to the completed

airport expansion and lighting projects with input from current operators and the aviation community, based on the Tetra Tech June 3, 2016 proposal.

CARRIED

- c. Request for Decision regarding request from the Alberni Valley Enhancement Association to co-sponsor a public talk on research being conducted on the Western Painted Turtle on Southern Vancouver Island.**

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Board of Directors agree to Co-Sponsor a public talk on the Western Painted Turtle with the Alberni Valley Enhancement Association.

CARRIED

- d. Request for Decision regarding Bylaw No. R1016-3, Tofino-Ucluelet Airport Fees Amendment – Add Skydiving Rates.**

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw No. R1016-3, Tofino-Ucluelet Airport Fees Amendment, 2017”.

CARRIED

MOVED: Director St. Jacques

SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw No. R1016-3, Tofino-Ucluelet Airport Fees Amendment, 2017”.

CARRIED

MOVED: Director Osborne

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw No. R1016-3, Tofino-Ucluelet Airport Fees Amendment, 2017”.

CARRIED

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bylaw No. R1016-3, Tofino-Ucluelet Airport Fees Amendment, 2017"

CARRIED

e. Request for Decision regarding Bylaw No. R1021-5, Garbage and Recyclable Materials Collection Amendment for Recycling Containers.

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw No. R1021-5, Garbage and Recyclable Materials Collection Amendment, 2017".

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 "Bylaw No. R1021-5, Garbage and Recyclable Materials Collection Amendment, 2017".

CARRIED

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bylaw No. R1021-5, Garbage and Recyclable Materials Collection Amendment, 2017".

CARRIED

MOVED: Director Johnsen

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bylaw No. R1021-5, Garbage and Recyclable Materials Collection Amendment, 2017".

CARRIED

f. Request for Decision regarding C2C Forum Funding Application – "A Path Forward" Planning Session.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors submit a funding application to the UBCM/First Nations Summit Regional Community to Community Forum in order to host "A Path Forward" Planning Session in the Alberni-Clayoquot Region in 2017.

CARRIED

g. Request for Decision regarding 3rd Reading and Adoption of the 2017-2021 Financial Plan.

MOVED: Director Kokura

SECONDED: Director Cote

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

CARRIED

MOVED: Director Cote

SECONDED: Director Kokura

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

CARRIED

9. PLANNING MATTERS

**a. DVC16014, STYLES, 1146 SIXTH AVENUE (LONG BEACH)
Development Variance Application – Report**

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Board of Directors consider issuing development variance permit DVC16014.

CARRIED

**b. TUP17009, 0742479 BC LTD, LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT,
PLAN EEP6547 (SPROAT LAKE)
Temporary Use permit Application Renewal – Memorandum**

MOVED: Director Cote

SECONDED: Director Wyton

THAT the Board of Directors consider renewing the Temporary Use Permit for LOT A, DISTRICT LOT 567, CLAYOQUOT DISTRICT, PLAN EPP6547 for one camping season until September 30, 2017.

CARRIED

c. RF17001, ARBANAS, 5877 TEBO AVENUE (CHERRY CREEK)
Rezoning Application – Report and Bylaw P1352

MOVED: Director Banton

SECONDED: Director Cote

THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1352 be read a first time.

CARRIED

MOVED: Director Banton

SECONDED: Director Wyton

THAT the public hearing for Bylaw P1352 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 Cote

THAT the Board of Directors confirm that adoption of Bylaw P1352 is subject to:

- i. Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density; and*
- ii. Meeting technical referral agency requirements.*

CARRIED

d. DVF16015, DODS, 370 FRANKLIN RIVER ROAD (CHERRY CREEK)
Development Variance Application – Report

MOVED: Director Banton

SECONDED: Director Kokura

THAT the Board of Directors consider issuing development variance permit DVF16015.

CARRIED

Director Bennett left meeting at 2:52 p.m.

Director Banton left meeting at 2:53 pm.

- e. **RF17002, CHERRY CREEK IMPROVEMENT DISTRICT, LOT 14 & 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 13745 (CHERRY CREEK)** Rezoning Application – Report and Bylaws P1353 and P1354

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw P1353 be read a first time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1354 be read a first time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the public hearing for Bylaws P1353 and P1354 be delegated to the Alternate Director for Electoral Area 'F' or the Chairperson of the Regional District.

CARRIED

MOVED: Director Wyton

SECONDED: Director Cote

THAT the Board of Directors confirm that adoption of Bylaws P1353 and P1354 are subject to:

- *Meeting technical referral agency requirements.*

CARRIED

Director Banton re-entered the meeting at 3:00 pm.

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – March 17, 2017
b. Meeting Schedule – April 2017

MOVED: Director Kokura

SECONDED: Director St. Jacques

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

CARRIED

10.2 COMMITTEE REPORTS

- a. Fire Chiefs Appointment Committee Meeting, March 16, 2017 – J. McNabb (verbal)**
Director McNabb reported on the first meeting. Next meeting will be held in mid April.
- b. Air Quality Council Meeting – March 16, 2017 – K. Wyton (verbal)**
Director Wyton provided a verbal report stating that the Air Quality Section on the web is receiving a lot of traffic. The Woodstove exchange program is underway.

MOVED: Director McNabb

SECONDED: Director St. Jacques

THAT verbal reports a-b be received.

CARRIED

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb**
Director McNabb provided a verbal report stating that the Kitsuksis Tower is high on the priority list as the project will be a big benefit to the fire departments in the region. Advertising is being developed for 911 dropped calls. A recycling program for old cells phones is being researched.
- b. Central West Coast Forest Society – T. Bennett – No Report**
- c. Alberni Valley Chamber of Commerce – J. McLeman**
Director McLeman will forward the AV Chamber newsletter to the Board. Work on the Triconic Challenge is underway. Work is being done on the McLean Mill Society.
- d. Coastal Communities Network – T. Bennett/D. St. Jacques – No Report**
- e. West Island Woodlands Advisory Group – M. Kokura**
Next meeting scheduled for April 6th, 2017.
- f. Island Coastal Economic Trust –J. Jack**
Chair Jack attended the North Island Sunshine Coast ICET meeting and reported that ICET is receiving a \$10 million investment from the Provincial Government, which will revitalize ICET.
- g. Air Quality Council, Port Alberni – K. Wyton – See 10.2b**
- h. West Coast Aquatic Board – T. Bennett/K. Wyton – No Report**

- i. **Association of Vancouver Island & Coastal Communities – P. Cote**
Meeting scheduled for April 7th to 9th, 2017.
- j. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- k. **Vancouver Island Regional Library – M. Ruttan**
Director Ruttan provided a verbal on the VIRL meeting he recently attended, reporting that he has concerns with the escalating costs of the Library Service.
- l. **Other Reports**

MOVED: Director McLeman

SECONDED: Director Banton

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Sproat Lake Outlet Study Proposal

MOVED: Director Cote

SECONDED: Director Kokura

THAT the Board of Directors of the Alberni-Clayoquot Regional District confirm its position that it is the responsibility of the senior levels of Government to address flooding issues, which requires a comprehensive assessment of the entire Somass Watershed with consultation with the Hupacasath First Nation and the Tseshaht First Nation.

CARRIED

b. Terms of Reference – Chief Administrative Officer Recruitment Committee.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Director approve the Terms of Reference for the Chief Administrative Officer Recruitment Committee as presented and the following Directors be appointed to the Committee: John Jack, Josie Osborne, Lucas Banton, Mike Ruttan, John McNabb.

CARRIED

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors gift Russell Dyson's iPad and placard to him as a parting gift.

CARRIED

13. QUESTION PERIOD

14. ADJOURN

MOVED: Director McNabb

SECONDED: Director Osborne

THAT this meeting be adjourned at 3:31 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer