



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING

TUESDAY, JANUARY 24, 2018, 10:00 AM

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

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**DIRECTORS** John McNabb, Chair, Electoral Area "E" (Beaver Creek)  
**PRESENT:** Mike Kokura, Director, Electoral Area "B" (Beaufort)  
Keith Wyton, Director, Electoral Area "A" (Bamfield)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)  
Mike Ruttan, Mayor, City of Port Alberni  
Jack McLeman, Councillor, City of Port Alberni

**REGRETS:** John Jack, Councillor, Huu-ay-aht First Nation  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Manager of Administrative Services called the meeting to order at 10:01 am.

The Manager of Administrative Services recognized the meeting today being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

### 2. ELECTION OF CHAIRPERSON FOR 2018

#### a. ELECTION OF CHAIRPERSON FOR – 2018

The Manager of Administrative Services conducted the election for Chairperson of the Alberni Valley & Bamfield Services Committee for 2018.

Director Kokura nominated Director McNabb for the position of Chairperson. Director McNabb accepted the nomination. Therebeing no further nominations, the Manager of Administrative Services declared Director McNabb Chairperson of the Alberni Valley & Bamfield Services Committee for 2018.

Director McNabb assumed the Chair.

### 3. APPROVAL OF AGENDA

*MOVED: Director McLeman*  
*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated.*

**CARRIED**

**4. ADOPTION OF MINUTES**

- a. **Alberni Valley & Bamfield Services Committee Meeting held September 19, 2017.**

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

*THAT the minutes of the Alberni Valley Committee meeting held on September 19, 2017 be received.*

**CARRIED**

**5. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Alberni Valley & Bamfield Services Committee – Terms of Reference.**

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

*THAT the Alberni Valley & Bamfield Services Committee review and reconfirm their Terms of Reference for 2018.*

**CARRIED**

**6. REPORTS**

**7. LATE BUSINESS**

**8. IN-CAMERA**

*MOVED: Director Ruttan*  
*SECONDED: Director Wyton*

*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.*

**CARRIED**

The meeting was closed to the public at 10:05 am

The meeting was opened to the public at 10:26 am.

**9. RECOMMENDATIONS FROM IN-CAMERA**

**10. ADJOURN**

*MOVED: Director Wyton*

*SECONDED: Director Banton*

*THAT the meeting be adjourned at 10:29 am.*

**CARRIED**

Certified Correct:

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John McNabb,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services