



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, DECEMBER 12, 2018, 1:30 PM

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

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**DIRECTORS PRESENT:** John Jack, Chairperson, Councillor, Huu-ay-aht First Nation  
Josie Osborne, Vice-Chair, Mayor, District of Tofino  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Cindy Solda, Councillor, City of Port Alberni  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation

**REGRETS:** Mayco Noel, Mayor, District of Ucluelet

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Mike Irg, Manager of Planning and Development  
Rob Williams, General Manager of Environmental Services  
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 Territories.

The ACRD Board of Directors recognized Mr. Walt Fenske for 50 years of volunteer service with the Sproat Lake Volunteer Fire Department.

### 2. APPROVAL OF AGENDA

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the agenda be approved with the following amendment: move item 6 (a) to 11 (a).*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – November 28, 2018**

*MOVED: Director Johnsen*

*SECONDED: Director McNabb*

*THAT the minutes of the Board of Directors meeting held on November 28, 2018 be adopted.*

**CARRIED**

**b. Alberni Valley & Bamfield Services Committee Meeting – November 28, 2018**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Alberni Valley & Bamfield Services Committee Meeting held on November 28, 2018 be adopted.*

**CARRIED**

**c. Alberni Valley & Bamfield Services Committee Meeting – December 5, 2018**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Alberni Valley & Bamfield Services Committee Meeting held on December 5, 2018 be adopted.*

**CARRIED**

**d. Electoral Area Directors Committee Meeting – December 5, 2018**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the minutes of the Electoral Area Directors Committee Meeting held on December 5, 2018 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. **Shelley Crest, BC Ferry Authority Board of Directors, Mark Wilson, Vice-President, BC Ferry Services (via teleconference) regarding BC Ferries information update.**

The delegation provided an overview of the BC Ferry Authority governance model and mandate.

- b. **Hugh Grist, Ken Watson, Alberni Valley Community Foundation presentation of new Alberni Valley Vital Signs publication.**

The delegation presented an overview of the Alberni Valley Community Foundation and the 2018 Alberni Valley's Vital Signs.

- c. **Heather Shobe, presentation of the Coastal Addendum to the Alberni Valley Agricultural Plan.**

The delegation presented the Coastal Addendum to the Alberni Valley Agricultural Plan.

## **6. CORRESPONDENCE FOR ACTION**

- b. **Correspondence dated November 30, 2018 from the British Columbia/Yukon Command Royal Canadian Legion requesting the Regional District to advertise in the "Military Service Recognition Book" with a ¼ page colour advertisement at the rate of \$595.00 including GST.**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors place a ¼ page colour advertisement in the British Columbia/Yukon Command Royal Canadian Legion "Military Service Recognition Book" for 2019 at a cost of \$595.00 including GST.*

**CARRIED**

- c. **Correspondence dated November 29, 2018 from Great Central Holdings requesting that the Alberni-Clayoquot Regional District take over the existing water license for the 100 acre development at Great Central Lake and operate a Regional Water System.**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to draft a report, including cost implications regarding the request to the Regional District from Great Central Lake Holdings to take over the existing water license at Great Central Lake and operate as a regional water system and further staff contact Great Central Lake Holdings requesting payment for any associated costs with developing the report.*

**CARRIED**

- d. Correspondence dated November 2, 2018 from the Federation of Canadian Municipalities requesting membership renewal for 2019-2020 in the amount of \$6,498.28.**

*MOVED: Director Solda*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors renew membership in the Federation of Canadian Municipalities for 2019-2020 in the amount of \$6,498.28.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Correspondence to New Councils and Boards
- b. OFFICE OF SENIORS ADVOCATE OF BRITISH COLUMBIA**  
Congratulations on Recent Elections
- c. MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING**  
Congratulations on Recent Elections
- d. ALBERNI-CLAYOQUOT REGIONAL DISTRICT TO ABORIGINAL LANGUAGE INITIATIVE**  
Support for Tseshaht First Nations Application to the Aboriginal Initiative

*MOVED: Director McNabb*

*SECONDED: Director Cootes*

*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. 595.**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors approve Finance Warrant Number 595 in the amount of \$1,210,805.05 dated November 30, 2018.*

**CARRIED**

**b. Request for Decision regarding North Island 911 Corporation Apportionment.**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors recommend that the North Island 911 Corporation continue to apportion the annual Regional District shareholder requisition based on the existing method utilizing the prior year's assessment revised roll of net taxable value of land and improvements assessed for hospital purposes within each shareholders' jurisdiction.*

**CARRIED**

**c. Request for Decision regarding Bylaw A1084-1 – Board Member Remuneration, Expenses & Benefits.**

*MOVED: Director Jack*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to bylaw cited as "Board Remuneration, Expenses and Benefits Bylaw No. A1084-1, 2018".*

**CARRIED**

*MOVED: Director Osborne*

*SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to bylaw cited as "Board Remuneration, Expenses and Benefits Bylaw No. A1084-1, 2018".*

**CARRIED**

*MOVED: Director Cootes*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to bylaw cited as "Board Remuneration, Expenses and Benefits Bylaw No. A1084-1, 2018".*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Board Remuneration, Expenses and Benefits Bylaw No. A1084-1, 2018".*

**CARRIED**

**d. Request for Decision regarding Connect Rocket Mass Notification System.**

*MOVED: Director Solda*  
*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors approve the expansion of the current Connect Rocket Emergency Notification System to include the Mass Notification Component for the Alberni Valley residents and visitors.*

**CARRIED**

**e. Request for Decision regarding New Alberni Valley Aquatic Facility.**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT the ACRD Board direct staff to schedule a facilitated meeting in order to fully evaluate the appetite for a sub-regional aquatic service and the specific parameters for governance and funding for that service.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT the ACRD send a letter to the City of Port Alberni requesting they cover the estimated \$3,000 cost for the facilitated sub-regional aquatic service governance and funding session;*

*AND THAT pending concurrence on a sub-regional aquatic service model, that staff be directed to draft a project plan for Board review regarding a new potential sub-regional aquatic facility and service;*

*AND THAT the ACRD not submit an application to the Investing in Canada Infrastructure Program (ICIP) at this time but continue to monitor available grant opportunities that could apply to a potential new aquatic facility moving forward.*

**CARRIED**

**f. Request for Decision regarding Amended Alberni Valley Regional Airport Advisory Committee Terms of Reference.**

*MOVED: Director Cote*  
*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board approve the amended Alberni Valley Regional Airport (AVRA) Advisory Committee terms of reference to include a member at large representing Electoral Area "D" Sproat Lake on the Committee.*

**CARRIED**

**g. Request for Decision regarding Trailer Mounted Wet/Dry Chemical Spreader (ACAP).**

*MOVED: Director Osborne*  
*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the purchase of a Trailer Mounted Wet / Dry Chemical Spreader for the Tofino Long Beach Airport (CYAZ) to Team Eagle Ltd. for a total cost of \$154,320; total purchase cost to be recovered through the Airport Capital Assistance Program (ACAP).*

**CARRIED**

**h. Request for Decision regarding Board Strategic Priorities and Resolved Staff Actions.**

*MOVED: Director Osborne*  
*SECONDED: Director Cootes*

*THAT the Board approves the periodic reporting schedule and components described in this report.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVA18017, SWEETING, 155 KINGS ROAD (BAMFIELD)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director Beckett*  
*SECONDED: Director McNabb*

*THAT the Board of Directors issue development variance permit DVA18017.*

**CARRIED**

**b. RA18004, FENTON, 255 BRADY’S BEACH TRAIL (BAMFIELD)**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes  
and Bylaw P1374

*MOVED: Director Beckett*  
*SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Beckett*  
*SECONDED: Director Shannon*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Beckett*  
*SECONDED: Director Cote*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw  
P1374 be read a second time.*

**CARRIED**

*MOVED: Director Beckett*  
*SECONDED: Director Roberts*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw  
P1374 be read a third time.*

**CARRIED**

**c. RE18005, CHARLESWORTH, 8088 CAMERON ROAD (BEAVER CREEK)**  
Rezoning Application – Memorandum and Bylaws P1375 and P1376

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT Bylaw P1375, Beaver Creek Official Community Plan Amendment Bylaw be  
adopted.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT Bylaw P1376, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.*

**CARRIED**

- d. RF18002, 1022666 BC LTD, 3826 COWLEY ROAD (CHERRY CREEK)**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1373

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1373 be read a second time.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1373 be read a third time.*

**CARRIED**

- e. COASTAL ADDENDUM TO THE ALBERNI VALLEY AGRICULTURAL PLAN**  
Report

*MOVED: Director Cote*

*SECONDED: Director Shannon*

*THAT the Board of Directors receive the report.*

**CARRIED**

*MOVED: Director Osborne*

*SECONDED: Director Cote*

*THAT the ACRD Board of Directors refer this report to the West Coast Committee.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Information Report – Overview – ACRD Select and Standing Committees**
- b. Board of Directors Meeting Schedule – January 2019**
- c. Building Inspectors Report – November 2018**

Director Minions left the meeting a 3:49 pm.

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT reports a-c be received.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 OTHER REPORTS**

## **11. UNFINISHED BUSINESS**

- a. Correspondence from Central West Coast Forest Society requesting the appointment of an Alberni-Clayoquot Regional District Board Member to the Central West Coast Forest Society Board of Directors for 2019.**

*MOVED: Director Osborne*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors respectfully decline to appoint a representative and invite the Society to address the Board or West Coast Committee as appropriate.*

**CARRIED**

## **12. LATE BUSINESS**

## **13. QUESTION PERIOD**

## **14. ADJOURN**

*MOVED: Director Solda*

*SECONDED: Director Beckett*

*THAT this meeting be adjourned at 3:54 pm*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Wendy Thomson,  
Manager of Administrative Services