



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 28, 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-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)  
Rene Lacoursiere, Alternate 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  
Dianne St. Jacques, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Ron Paulson, Alternate Director, Councillor, City of Port Alberni

**REGRETS:** Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Jack McLeman, Councillor, City of Port Alberni

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Alex Dyer, Planner  
Wendy Thomson, Manager of Administrative Services  
Heather Zenner, Lands & Resources Coordinator

### 1. **CALL TO ORDER**

The Chairperson called the meeting to order at 1:31 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 McCarthy*

*THAT the agenda be approved as circulated.*

*MOVED: Director Ruttan*  
*SECONDED: Director Banton*

*THAT the main motion be amended to allow Mr. Casavant to address the Board under Section 5 c.*

**CARRIED**

The main motion as amended was;

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – February 14, 2018**

*MOVED: Director Cootes*  
*SECONDED: Director St. Jacques*

*THAT the minutes of the Board of Directors meeting held on February 14, 2018 be adopted.*

**CARRIED**

**b. Committee-of-the-Whole Meeting – February 14, 2018**

*MOVED: Director Cootes*  
*SECONDED: Director McCarthy*

*THAT the minutes of the Committee-of-the-Whole meeting held on February 14, 2018 be adopted.*

**CARRIED**

**c. Salmon Beach Committee Meeting – February 15, 2018**

*MOVED: Director Kokura*  
*SECONDED: Director McNabb*

*THAT the minutes of the Salmon Beach Committee meeting held on February 15, 2018 be adopted.*

**CARRIED**

**d. West Coast Committee Financial Planning Meeting – February 16, 2018**

*MOVED: Director St. Jacques*  
*SECONDED: Director McCarthy*

*THAT the minutes of the West Coast Committee Financial Planning meeting held on February 16, 2018 be adopted.*

**CARRIED**

**e. Alberni Valley Emergency Planning Liaison Group Meeting – February 8, 2018**

*MOVED: Director Ruttan*

*SECONDED: Director Cootes*

*THAT the minutes of the Alberni Valley Emergency Planning Liaison Group meeting held on February 8, 2018 be adopted.*

**CARRIED**

**f. Alberni Valley Emergency Planning Policy Group Meeting – February 22, 2018**

*MOVED: Director Ruttan*

*SECONDED: Director McCarthy*

*THAT the minutes of the Alberni Valley Emergency Planning Policy Group meeting held on February 22, 2018 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Deanna Beaudoin, Executive Director, McLean Mill Society, regarding Update on McLean Mill Activities.**

Ms. Beaudoin provided an update on activities of the Society over the last year. A new business plan and model has been developed for McLean Mill. Overall last year they employed 30 people. The Society will be opening up a 24 site campground at the site.

**b. Marcie Dewitt, Alberni-Clayoquot Health Network Coordinator, regarding Health Network's 2017 Annual Report.**

Ms. Dewitt presented history on the Alberni-Clayoquot Health Network, structure and 2017 development areas. They are currently working on their 2018 Strategic Plan.

**c. Mr. Casavant, Klehkoot Marina**

Mr. Casavant spoke to the Dockside Development Project at Sproat Lake and read out three letters supporting the development.

Director Bennett entered the meeting at 2:07 pm

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **WILDERNESS COMMITTEE**  
Kinder Morgan's Pipeline Must Be Stopped
- b. **ISLAND COASTAL ECONOMIC TRUST**  
Island Communities Access ICET Funds to Jump Start New Strategies
- c. **PORT ALBERNI PORT AUTHORITY**  
Port Alberni to Host Cruise Ships Again in 2019
- d. **TOWN OF OLIVER**  
Alberta – British Columbia Trade War
- e. **DISTRICT OF NORTH SAANICH**  
Marihuana Addiction Treatment, Prevention and Education

*MOVED: Director Kokura*

*SECONDED: Director St. Jacques*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Long Term Ground Leases at Long Beach Airport.**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to proceed with two long-term ground leases for Lots C & D by way of subdivision at the Long Beach Airport.*

**CARRIED**

- b. **Request for Decision regarding Beaver Creek Community Hall – Tire Stewardship of BC Community Grant Application.**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors provide a letter of support to the Beaver Creek Community Club for a grant application to resurface the Beaver Creek Community Hall basketball court through the Tire Stewardship of BC Community Grant.*

**CARRIED**

**c. Request for Decision regarding Bell Road and Stuart Avenue Water Opportunities.**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to support the Hupacasath First Nation in its investigation of supplying water to the Kleehkoot Reserve and, while doing so, proceed with investigating opportunities for the provision of water for Bell Road and Stuart Avenue properties.*

**CARRIED**

**d. Request for Decision regarding Letter of Agreement – Salmon Beach Road Grading Contract.**

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors adopt the Letter of Agreement for Salmon Beach Road Grading Services between the Alberni-Clayoquot Regional District and the Ministry of Forests, Lands, Natural Resource Operations & Rural Development.*

**CARRIED**

**e. Request for Decision regarding 1<sup>st</sup> Reading of the 2018-2022 Financial Plan.**

*MOVED: Director Kokura*  
*SECONDED: Director Ruttan*

*THAT the Board of Directors give first reading to Bylaw cited as 'Bylaw F1136, 2018 to 2022 Alberni-Clayoquot Regional District Financial Plan'.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVC18005, GAUDET, 1136 FRONT ST (LONG BEACH)**  
Development Variance Application – Report

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the Board of Directors consider issuing development variance permit DVC18005 subject to neighbouring properties being notified as per Local Government Act s.499.*

**CARRIED**

**b. COVENANT FB194076 MODIFICATION, 655570 BC LTD, 10412 LAKESHORE RD (SPROAT LAKE)**

Covenant Modification Application – Memorandum and Public Meeting Minutes

Director Cootes left the meeting at 2:26 pm

Director Cootes re-entered the meeting at 2:50 pm

*MOVED: Director Wyton*

*SECONDED: Director Kokura*

*THAT this application be referred back to staff to review the appropriate public process required for what is being proposed by the applicant.*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Wyton*

*THAT the Board of Directors receive the public meeting report and minutes as amended.*

**CARRIED**

**c. DVD17013, VANDERHOOK, 10087 BLOWER RD (SPROAT LAKE)**

Development Variance Application – Report

*MOVED: Director Lacoursiere*

*SECONDED: Director Kokura*

*THAT the Board of Directors consider issuing development variance permit DVD17013, subject to neighbouring properties being notified as per Local Government Act s.499.*

**CARRIED**

**d. SD17009, ANDREEFF, 9009 CENTRAL LAKE RD (SPROAT LAKE)**

Parcel Frontage Waiver – Memorandum

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 3 as per subdivision plan of LOT 1, DISTRICT LOTS 60 AND 35, ALBERNI DISTRICT, PLAN VIP64541.*

**CARRIED**

**e. RD18003, 0742479 BC LTD, TWO RIVERS ARM (SPROAT LAKE)**  
Rezoning Application – Report and Bylaws P1369 and P1370

*MOVED: Director Lacoursiere*  
*SECONDED: Director Banton*

*THAT Bylaw P1369 Sproat Lake Official Community Plan Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Banton*

*THAT Bylaw P1370 Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Kokura*  
*SECONDED: Director Lacoursiere*

*THAT the public hearing for Bylaws P1369 and P1370 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Kokura*

*THAT the Board of Directors confirm that adoption of Bylaws P1369 and P1370 is subject to:*

*a confirmation letter that the Toth Environment Report dated April 15, 2015 is still valid and applicable to this development;*

*a confirmation that the Lewkowich Engineering geotechnical report for the subject property dated February 6, 2015 is still valid and applicable to this development;*

*confirmation that the property is capable of on-site sewage disposal for the proposed development;*

*the applicants agreeing to a restrictive covenant that limits campground use and occupancy to 153 days per calendar year from May 1 through to September 30*

*inclusive and that the February 6, 2015 Lewkowich Engineering geotechnical report is included in the covenant;  
confirmation from a geotechnical engineer that the subject property is safe for the indented recreational cottage use throughout the calendar year;*

*the Applicant agreeing to a covenant that requires sewage disposal on-site; and  
meeting technical referral agency requirements.*

**CARRIED**

- f. DVE17012, SCHWAGER, 6780 LOTHIAN RD N (BEAVER CREEK)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors issue development variance permit DVE17012.*

**CARRIED**

- g. DVE18002, SPARROW, LOT E BIGWOOD RD (BEAVER CREEK)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors issue development variance permit DVE18002.*

**CARRIED**

Director Banton left the meeting at 3:14 pm due to a conflict of interest.

- h. DVF17010, NICKLIN, 3029 DURHAM ST (CHERRY CREEK)**  
Development Variance Application – Report

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Board of Directors consider issuing development variance permit DVF17010 subject to neighbouring properties being notified as per Local Government Act s.499.*

**CARRIED**

Director Banton re-entered the meeting at 3:16 pm.

- i. RF17010, ASPELL, 2996 HIGHMOOR RD (CHERRY CREEK)**  
Rezoning Application – Report and Bylaw P1368

*MOVED: Director Banton*

*SECONDED: Director Wyton*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1368 be read a first time.*

**CARRIED**

*MOVED: Director Banton  
SECONDED: Director Bennett*

*THAT the public hearing for Bylaw P1368 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 Bennett*

*THAT the Board of Directors confirm that adoption of Bylaw P1368 is subject to:*

*confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 1 acre density;*

*issuance of a development variance permit bringing the existing structure on the lot into compliance;*

*MOTI approval according to s. 52(1) of the Transportation Act regarding development near a controlled access highway; and*

*meeting technical referral agency requirements.*

**CARRIED**

**j. SF17008, KAUR, 6106 COTTAM RD (CHERRY CREEK)**  
Parcel Frontage Waiver – Memorandum

*MOVED: Director Banton  
SECONDED: Director Bennett*

*THAT the Board of Directors waive the 10% road frontage requirement for proposed Remainder Lot 14 as per subdivision plan of LOT 14, DISTRICT LOT 96, ALBERNI DISTRICT, PLAN VIP7637.*

**CARRIED**

## **10. REPORTS**

**10.1 STAFF REPORTS**

**a. Meeting Schedule – March 2018**

*MOVED: Director Ruttan*

*SECONDED: Director Paulson*

*THAT the Board of Directors receives the Meeting Schedule for March 2018.*

**CARRIED**

**10.2 COMMITTEE REPORTS**

**10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – J. McNabb**
- b. Vancouver Island Regional Library - L. Banton**
- 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. Island Coastal Economic Trust –J. Jack – No Report**
- g. Air Quality Council, Port Alberni – K. Wyton**

Director Wyton reported the VIU Monitoring project has received funds from various organizations in order to proceed. The Air Quality Council thanks the Regional District for allowing them to use one of the Bulldogs game nights to promote safe burning in the Alberni Valley.

- h. West Coast Aquatic Board – T. Bennett/K. Wyton – No Report**
- i. Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- j. Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- k. Other Reports**

*MOVED: Director Ruttan*

*SECONDED: Director McNabb*

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Osborne*  
*SECONDED: Director Banton*

*THAT the meeting be closed to the public as per section:*

- i. 90 (1) (g) of the Community Charter: Litigation or potential litigation affecting the Regional District.*

**CARRIED**

The meeting was closed to the public at 3:21 pm.

The meeting was re-opened to the public at 3:28 pm.

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

The following resolution was reported out in open meeting:

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a three (3) year contract as presented with Ryan Smith Services for maintenance and operation services at Salmon Beach.*

**16. ADJOURN**

*MOVED: Director Osborne*  
*SECONDED: Director Banton*

*THAT this meeting be adjourned at 3:29 pm.*

**CARRIED**

Certified Correct:

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John Jack,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services