



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 10, 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  
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)  
Ron Paulson, Councillor, (Alternate) City of Port Alberni  
Jack McLeman, Councillor, City of Port Alberni  
Kirsten Johnsen, Member of Council, Toquaht Nation (via telephone)

**REGRETS:** Mike Ruttan, Mayor, City of Port Alberni  
Dianne St. Jacques, Mayor, District of Ucluelet  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Mike Irg, Manager of Planning and Development  
Alex Dyer, Planner  
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 being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

Teri Fong, Manager of Finance introduced new employee, Rosalyn Macauley, Asset Management Implementation Coordinator for the Alberni-Clayoquot Regional District.

Director Paulsen entered the meeting at 1:33 pm.

### 2. **APPROVAL OF AGENDA**

*MOVED:* Director McNabb

*SECONDED:* Director Bennett

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

12. (a) Alberni Valley Museum & Heritage Board January 7, 2018 –  
Historical Notes Alberni & Port Alberni, 1918 & 1968

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – December 13, 2017**

*MOVED: Director Bennett*  
*SECONDED: Director McNabb*

*THAT the minutes of the Board of Directors meeting held on December 13, 2017 be adopted.*

**CARRIED**

**b. Special Board of Directors Meeting – December 20, 2017**

*MOVED: Director Johnsen*  
*SECONDED: Director McNabb*

*THAT the minutes of the Special Alberni-Clayoquot Regional District Board of Directors meeting held on December 20, 2017 be adopted.*

**CARRIED**

**c. West Coast Committee Meeting – December 19, 2017**

*MOVED: Director Osborne*  
*SECONDED: Director Bennett*

*THAT the minutes of the West Coast Committee meeting held on December 19, 2017 be adopted.*

**CARRIED**

**d. Salmon Beach Committee Meeting – December 14, 2017**

*MOVED: Director Bennett*  
*SECONDED: Director Osborne*

*THAT the minutes of the Salmon Beach Committee meeting held on December 14, 2017 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. **David McCormick, Director, Public Relations & Business Development, Port Alberni Port Authority, update on Port Alberni Trans-Shipment Hub Project.**

Mr. McCormick provided a presentation on the Port Alberni Trans-Shipment Hub Project and the economic benefits to the region.

- b. **Heather Shobe, Eden Tree Farm & Gardening, presentation of the Agricultural Use of Water Project Recommendations and Findings.**

Ms. Shobe reported on the Agricultural Use of Water Project findings and regional program and policy recommendations.

**6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence dated January 2, 2018 from the British Columbia/Yukon Command Royal Canadian Legion requesting the Alberni-Clayoquot Regional District place a ¼ page colour advertisement in the “Military Service Recognition Book” at a cost of \$595.00 including GST.**

*MOVED: Director Kokura  
SECONDED: Director McNabb*

*THAT 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” at a cost of \$595.00 including GST.)*

**CARRIED**

- b. **Correspondence dated December 15, 2017 from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development requesting comments on an application to change the name of Henderson Lake to “Hucuklis Lake”, a Nuu-chah-nulth name for lake and meaning ‘place way inside.**

*MOVED: Director Wyton  
SECONDED: Director Osborne*

*THAT Alberni-Clayoquot Regional District Board of Directors support the name change of Henderson Lake to Hucuktlis Lake and forward a letter to the BC Geographical Names Office supporting the name change and copy the Uchucklesaht Tribe Government.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. PREVENTION OF QUAGGA AND ZEBRA MUSSELS**  
District of Clearwater  
Town of Oliver  
Village of Pemberton  
City of Parksville  
Township of Spallumcheen  
City of Dawson Creek
- b. ISLAND COASTAL ECONOMIC TRUST**  
Community DMOs Launch Joint Project to Track Tourism Data
- c. UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
2017 Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning Program – Review of Application
- d. HUU-AY-AHT FIRST NATION**  
Meeting regarding Proposed LNG Project
- e. DISTRICT OF WEST KELOWNA**  
Support for fifty per cent of the Provincial Share of the Cannabis Tax Sharing Formula

*MOVED: Director Bennett*

*SECONDED: Director Wyton*

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

**CARRIED**

*MOVED: Director Paulsen*

*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the District of Kelowna's lobbying efforts with respect to dividing the tax revenue on cannabis sales in a fair and equitable manner and forward a letter to the Provincial Government requesting a portion of the provincial share of cannabis tax sharing formula be provided to local governments in an adequate and equitable manner to help support costs and services incurred by local governments from the sales of cannabis and a copy of the letter be forwarded to the local MLA.*

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding Finance Warrant No. 584.**

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

*THAT the Board of Directors approve Finance Warrant Number 584 in the amount of \$1,066,206.15 dated December 31, 2017.*

**CARRIED**

The Chairperson left the meeting at 2:45 pm  
The Vice-Chairperson assumed the Chair at 2:45 pm  
The Chairperson re-assumed the Chair at 2:47 pm

**b. Request for Decision regarding Revenue Anticipation Borrowing Bylaw No. F1135.**

*MOVED: Director Bennett*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1135, 2018".*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1135, 2018".*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1135, 2018".*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1135, 2018".*

**CARRIED**

**c. Request for Decision regarding Cherry Creek Waterworks District – Amendment to Community Works Fund Contribution Agreement.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the amended Contribution Agreement with the Cherry Creek Waterworks District to provide the organization Community Works Funding for the replacement of aging water mainline pipe.*

**CARRIED**

**d. Request for Decision regarding Federation of Canadian Municipalities – 2018-2019 Membership Renewal.**

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors renew membership in the Federation of Canadian Municipalities for 2018 in the amount of \$4,892.96 plus GST.*

**CARRIED**

**e. Request for Decision regarding Vancouver Island University – Regional Air Quality Mapping Pilot Project.**

*MOVED: Director Wyton*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District provide a letter of support in principle to Vancouver Island University Environmental Research Laboratories for their Regional Air Quality Mapping project.*

**CARRIED**

**9. PLANNING MATTERS**

**a. WATER FOR GROWTH REPORT**

Recommendations and Findings from the ACRD Agricultural Use of Water Project – October 2017

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the report.*

**CARRIED**

**10. REPORTS**

## 10.1 STAFF REPORTS

- a. **Building Inspectors Report – December 2017**
- b. **November 2017 Finance Warrant Inquiries – January 3, 2018**

*MOVED: Director Bennett*

*SECONDED: Director Wyton*

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

**CARRIED**

## 10.2 COMMITTEE REPORTS

## 10.3 OTHER REPORTS

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT a report on marine protected areas be allowed as a late item.*

**CARRIED**

Director Bennett reported on the marine protected areas meeting coming up on January 16 & 17<sup>th</sup>.

## 11. UNFINISHED BUSINESS

## 12. LATE BUSINESS

- a. **LATE ITEM: Alberni Valley Museum & Heritage Board**  
January 7, 2018 – Historical Notes: Alberni & Port Alberni, 1918 & 1968

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the AV Museum & Heritage Board report be received.*

**CARRIED**

## 13. QUESTION PERIOD

## 14. RECESS

*MOVED: Director Kokura*

*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 4:00 pm

The meeting was reconvened at 4:05 pm

**16. IN-CAMERA**

*MOVED: Director McNabb*

*SECONDED: Director Wyton*

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

- i. 90 (1) (c) of the Community Charter: Labour relations or other employee relations;*
- ii. 90 (1) (k) of the Community Charter: 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 4:05 pm.

The meeting was re-opened to the public at 4:57 pm.

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

**18. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director Paulson*

*THAT this meeting be adjourned at 4:56 pm.*

**CARRIED**

Certified Correct:

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John Jack,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services