



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 28, 2018, 1:30 PM

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

DIRECTORS PRESENT: 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)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
John McNabb, Director, Electoral Area "E" (Beaver Creek)
Lindsay Rogers, Director, Electoral Area "F" (Cherry Creek) (Alternate)
Mike Ruttan, Mayor, City of Port Alberni
Ron Paulson, Councillor, City of Port Alberni (Alternate)
Mayco Noel, Councillor, District of Ucluelet (Alternate)
Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS: John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
Dianne St. Jacques, Mayor, District of Ucluelet

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services
Teri Fong, Manager of Finance

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 1:30 pm.

The Vice-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 McNabb

SECONDED: Director Paulson

THAT the agenda be approved as circulated with the addition of the following late item: Section 14 (ii) Motion to close the meeting as per section 90 (1) (c) of the Community Charter: Labour relations or other employee relations.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 14, 2018

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the minutes of the Board of Directors meeting held on Wednesday, March 14, 2018 be adopted.

CARRIED

b. Special Board of Directors Meeting – March 21, 2018

MOVED: Director McNabb

SECONDED: Director Cote

THAT the minutes of the Special Board of Directors meeting held on Wednesday, March 21, 2018 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. Correspondence dated January 17, 2018 from British Columbia News regarding rural and remote communities in coastal British Columbia will benefit from faster internet.**

MOVED: Director McNabb

SECONDED: Director McCarthy

THAT the Board of Directors receive item a for information.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Finance Warrant Number 586**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Board of Directors approve Finance Warrant Number 586 in the amount of \$666,945.79 dated February 28, 2018.

CARRIED

b. Request for Decision regarding Special Operating Facilitation Agreement (SOFA)

MOVED: Director McNabb

SECONDED: Director Noel

THAT the Alberni-Clayoquot Regional District Board of Directors approve and enter into the Special Operations Facilitation Agreement (SOFA) between Nav Canada Nanaimo FSS, the Tofino-Long Beach Airport and Point Break Skydiving to allow Point Break Skydiving to operate at the airport effective April 1, 2018 through March 31, 2019.

CARRIED

c. Request for Decision regarding the Indemnity Agreement for Sproat Lake Fire Department Dock – Faber Road Fire Hall

MOVED: Director Cote

SECONDED: Director Cootes

THAT the Board of Directors authorize the CAO to sign the attached Indemnity Agreement with Timber West.

CARRIED

d. Request for Decision regarding a Data Sharing Agreement with Integrated Cadastral Information Society (ICI Society) to have access to the Parcel Map BC Data Owned by Land Titles (LTSA)

MOVED: Director Cote

SECONDED: Director Wyton

THAT the Board of Directors enter into the attached agreement with ICI Society for access to LTSA Parcel Map BC data and authorize the CAO to sign the agreement.

CARRIED

e. Request for Decision regarding the third reading and adoption of the 2018 -2022 Financial Plan.

MOVED: Director Kokura

SECONDED: Director Wyton

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

CARRIED

MOVED: Director Ruttan

SECONDED: Director Cote

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

CARRIED

Director Bennett entered the meeting at 1:44 pm.

f. Request for Decision regarding the Log Train Trail.

MOVED: Director Cote

SECONDED: Director Cootes

THAT the Board of Directors support the grant application by the Alberni Valley Back Country Horsemen of BC in applying for grants for Log Train Trail signage and contribute \$3,300 to support the grant project.

CARRIED

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Board of Directors direct staff to investigate options for creating a Parks & Trails Service for the Log Train Trail including associated costs and participants of the service area.

CARRIED

g. Request for Decision regarding the Spine Trail – Vancouver Island Spine Trail Association

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Board of Directors write to the Vancouver Island Spine Trail Association to indicate that the Board will defer consideration on the request to enter into Land Use Agreements and to engage with landowners for the development of the Spine Trail, pending the Board formalizing the management and administration of its exiting trails, and pending the Vancouver Island Spine Trail Association attaining support from all landowners.

CARRIED

**h. Request for Decision regarding the Sproat Lake Community Association
– Community Works Fund Contribution Agreement**

MOVED: Director McNabb
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Sproat Lake Community Association request for \$100,000 of Community Works Funding to upgrade the Sproat Lake Community Hall for energy efficiency and recreational purposes.

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into the Contribution Agreement with the Sproat Lake Community Association outlining the terms and conditions of the \$100,000 Community Works Funding grant.

CARRIED

9. PLANNING MATTERS

a. RA18001, BRADLEY, 290 NORTH RD (BAMFIELD)
Rezoning Application – Report and Bylaws P1371 and P1372

MOVED: Director Wyton
SECONDED: Director Bennett

THAT Bylaw P1371, Bamfield Official Community Plan Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Wyton
SECONDED: Director Cote

THAT Bylaw P1372, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Wyton
SECONDED: Director Kokura

THAT the public hearing for Bylaws P1371 and P1372 be delegated to the Director for Electoral Area 'A', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Board of Directors confirm that adoption of Bylaws P1371 and P1372 is subject to:

Confirmation from a Registered On-Site Wastewater Practitioner that an on-site sewage disposal system can be designed and installed to meet the sewerage regulations of the proposed development.

Issuance of a Development Variance Permit, if found to be necessary, in order to bring the existing structure into compliance with the ACRD Zoning Bylaw.

Review by Environmental Services staff to ensure that the Bamfield Water System can accommodate the additional density on the property.

Meeting technical referral agency requirements.

CARRIED

Director McNabb declared a conflict of interest with respect to agenda item 9. (b) and left the meeting at 2:24 pm.

- b. **DVB18001, DEEDERLY & HARRISON, LOT D DEBEAUX RD (BEAUFORT)**
Development Variance Application – Memorandum and Permit

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors issue development variance permit DVB18001.

CARRIED

Director McNabb re-entered at 2:25 pm.

- c. **DVD18004, CONLEY & BROLEY PROPERTIES INC, 9618 STIRLING ARM CRES (SPROAT LAKE)**
Development Variance Application – Report

MOVED: Director Cote
SECONDED: Director Bennett

THAT this application be deferred to the next Board of Directors meeting.

CARRIED

- d. **RD17006, 655570 BC LTD, 10412 LAKESHORE RD (SPROAT LAKE)**
Rezoning Application – Memorandum

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors receive the staff memorandum.

CARRIED

- e. **DPF18002, STRACHAN, 2990 ALBERNI HWY (CHERRY CREEK)**
Development Permit Application – Report and Permit

MOVED: Director Rogers
SECONDED: Director Cote

THAT the Board of Directors issue development permit DPF18002.

CARRIED

- f. **DVF18003, MURRAY, 6390 CHERRY CREEK RD (CHERRY CREEK)**
Development Variance Application – Report

MOVED: Director Rogers
SECONDED: Director Bennett

THAT the Board of Directors consider issuing development variance permit DVF18003, subject to neighbouring properties being notified as per Local Government Act s.499.

CARRIED

- g. **RF18002, 1022666 BC LTD, 3826 COWLEY RD (CHERRY CREEK)**
Rezoning Application – Report and Bylaw P1373

MOVED: Director Rogers
SECONDED: Director Cote

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

CARRIED

MOVED: Director Rogers
SECONDED: Director Kokura

THAT the public hearing for Bylaw P1373 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director Rogers
SECONDED: Director Bennett

THAT the Board of Directors confirm that adoption of Bylaw P1373 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 0.6 acre density;

Meeting technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. Meeting Schedule – April 2018

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the Board of Directors receives the staff report a.

CARRIED

10.2 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb – No Report**
- b. Vancouver Island Regional Library - L. Banton – No Report**
- 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**

Director Bennett provided a brief update on the Network. Director Bennett advised he will be resigning as Chair of the Network. He discussed the importance a forum for coastal communities with respect to fisheries issues.

- f. Island Coastal Economic Trust –J. Jack – No Report**
- g. Air Quality Council, Port Alberni – K. Wyton – No Report**
- h. West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett reported the Salmon round tables are currently being conducted. He provided an overview of the duties of the tables and membership.

Director Cootes left the meeting at 2:37 pm.

- i. Association of Vancouver Island & Coastal Communities – P. Cote**
Director Cote reminded Directors of the upcoming annual convention April 13th to 15th in Victoria, BC.

j. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**

k. **Back Country Access Meeting, February 23, 2018 – S. Fraser, MLA**

l. **Other Reports**

Director McNabb provided a brief report on his attendance at a Tech Development Workshop on March 21st at Port Alberni City Hall.

Director Cote reported she recently attended a workshop on agricultural initiatives hosted by the Vancouver Island Economic Alliance.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director Noel

SECONDED: Director McCarthy

THAT the meeting be recessed at 2:42 pm in order to conduct Alberni-Clayoquot Regional Hospital District Special Board of Directors meeting.

CARRIED

The meeting was reconvened at 2:47 pm.

15. IN-CAMERA

MOVED: Director Ruttan

SECONDED: Director Paulson

THAT the meeting be closed to the public as per sections

- i. 90 (2) (b) of the Community Charter: the consideration of information received and held in confidence relating to negotiations between the Regional District and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.:*

- ii. *90 (1) (c) of the Community Charter: Labour relations or other employee relations*

CARRIED

The meeting was closed to the public at 2:47 pm.

The meeting was re-opened to the public at 3:04 pm.

16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

17. ADJOURN

MOVED: Director Ruttan

SECONDED: Director Paulson

THAT this meeting be adjourned at 3:05 pm.

CARRIED

Certified Correct:

Josie Osborne,
Vice-Chairperson

Wendy Thomson,
Manager of Administrative Services