



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, MAY 23, 2018, 1:30 PM

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

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)
Penny Cote, 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
Jack McLeman, Councillor, City of Port Alberni
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułuꞵitꞵath Government

REGRETS:

Kirsten Johnsen, Member of Council, Toquaht Nation

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
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 Traditional Territories.

The Chief Administrative Officer introduced Mr. Rob Williams, new General Manager of Environmental Services for the Alberni-Clayoquot Regional District.

The Chairperson recognized Mr. Douglas Holmes, CAO receiving a long service award from the Canadian Association of Municipal Administrators for 20 years of municipal service in a management capacity.

2. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director Cootes

THAT the agenda be approved as circulated with the addition of a report on the Salmon Beach Annual General meeting.

CARRIED

3. DECLARATIONS

The Chairperson declared a conflict with respect to agenda item 9.1 (a)
Director Cote declared a conflict of interest with respect to agenda item 9.1 (d)

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – May 9, 2018

MOVED: Director McNabb
SECONDED: Director McCarthy

THAT the minutes of the Board of Directors Meeting held on May 9, 2018 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

Director Cote left the meeting at 1:32 pm due to a conflict of interest.

a. Judy Bailey regarding Development Variance Application DVD18007, 10846 Taylor Arm Drive.

Ms. Bailey spoke in support of her parent's development variance application at 10846 Taylor Arm Drive.

Director Cote re-entered the meeting at 1:36 pm.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. ISLAND COASTAL ECONOMIC TRUST**
\$10 M Investment in ICET Adds Focus on Technology and Innovation Sectors for the Island and Sunshine Coast
- b. SHELLEY CREST**
Thank You
- c. SPARC BC**

- d. Access Awareness Day – June 2, 2018
NORTH ISLAND 9-1-1 CORPORATION
Help Reduce Accidental 9-1-1 Calls
- e. **DISTRICT OF TOFINO**
Letter to Gord Johns, MP & Scott Fraser, MLA, regarding Long Term Sustainability of the First Street Wharf in Tofino

MOVED: Director Kokura
SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding BC Transit Forum – June 4-7, 2018.**

MOVED: Director Ruttan
SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors authorize Director McNabb to attend the BC Transit Forum in Parksville, BC, June 4 – 7, 2018.

CARRIED

MOVED: Director St. Jacques
SECONDED: Director Cootes

THAT Director Cote attend the first day session at the BC Transit Forum.

CARRIED

- b. **Request for Decision regarding Fisheries Resource Committee Terms of Reference.**

MOVED: Director St. Jacques
SECONDED: Director McCarthy

THAT the Board of Directors approve the revised Fisheries Resource Committee Terms of Reference as presented.

CARRIED

- c. **Request for Decision regarding Occupational Health and Safety Policy.**

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors endorse the Alberni-Clayoquot Regional District's Occupational Health and Safety Policy.

CARRIED

d. Request for Decision regarding Hupacasath First Nation Gravel Request at the Alberni Valley Airport.

MOVED: Director Cote

SECONDED: Director Ruttan

THAT the ACRD Board of Directors agree to delete a 3.1 hectare portion of the ACRD Crown Grant application area on the North West side of the Alberni Valley Regional Airport subject to:

- 1) The Hupacasath First Nation being offered a sand and gravel tenure by the province;*
- 2) The Obstacle Limitation Surface height restriction must be complied with;*
- 3) Post operations, the finished grade of the tenure area must be flat and featureless, and a 1:3 cut slope angle must be used at the edges of the tenure; and*
- 4) Equipment must not be stored under the flight path at night.*

CARRIED

9. PLANNING MATTERS

The Chairperson left the meeting at 1:55 pm due to a conflict of interest. Director Osborne assumed the Chair.

a. TUP18008, HFN LANDS LTD PARTNERSHIP, 390 GRAPPLER ROAD (BAMFIELD)
Temporary Use Permit Application – Memorandum and Permit

MOVED: Director Wyton

SECONDED: Director Bennett

THAT the Board of Directors issue Temporary Use Permit TUP18008.

CARRIED

The Chairperson re-entered the meeting at 1:59 pm and re-assumed the Chair.

b. RB18007, TOLFO, 5220 KINGSTON STREET (BEAUFORT)
Rezoning Application – Report and Bylaw P1377

MOVED: Director Kokura

SECONDED: Director Bennett

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1377 be read a first time.

CARRIED

*MOVED: Director Kokura
SECONDED: Director Cote*

THAT the public hearing for Bylaw P1377 be delegated to the Director for Electoral Area 'B', the Alternate Director or the Chairperson of the Regional District.

CARRIED

*MOVED: Director Kokura
SECONDED: Director Cote*

THAT the Board of Directors confirm that adoption of Bylaw P1377 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 5 acre density;

Meeting technical referral agency requirements.

CARRIED

- c. DVD18006, SPILLMAN, 10028 B LAKESHORE ROAD (SPROAT LAKE)**
Development Variance Application – Memorandum and Report

*MOVED: Director Cote
SECONDED: Director Bennett*

THAT the Board of Directors provide direction on the application after considering the information provided.

CARRIED

Director Cote left the meeting at 2:01 pm due to a conflict of interest.

- d. DVD18007, BAILEY, 10846 TAYLOR ARM DRIVE (SPROAT LAKE)**
Development Variance Application – Memorandum and Permit

*MOVED: Director McNabb
SECONDED: Director Banton*

THAT the Board of Directors issue development variance permit DVD18007 for the front yard and lake setback.

CARRIED

10. **REPORTS**

10.1 **STAFF REPORTS**

- a. **Meeting Schedule – June 2018**
- b. **Asset Management (AM) Progress Report – May 23, 2018**
- c. **Financial Statement – April 30, 2018**

MOVED: Director McNabb

SECONDED: Director St. Jacques

THAT the Board of Directors receives the staff reports a-c.

CARRIED

Tony reported working with Tawney Lem, WC Aquatic on a meeting. Invited others to attend. Add to the meeting schedule.

10.2 **COMMITTEE REPORTS**

- a. **Fisheries Resource Committee Meeting – May 16, 2018**
D. St. Jacques (Verbal)

Director St. Jacques reported on the Fisheries Resource Committee meeting.

MOVED: Director Cote

SECONDED: Director St. Jacques

THAT this verbal report be received.

CARRIED

- b. **2018 Advisory Planning Commission Appointments**

MOVED: Director Wyton

SECONDED: Director Kokura

THAT the following individuals be appointed the Bamfield Advisory Planning Commission for a two year term: John Mass, Brian McKay.

CARRIED

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the following individuals be appointed the Beaufort Advisory Planning Commission for a two year term: George Haack, Sarah Tymer, Ron Emblem, Stephen King.

CARRIED

MOVED: Director Bennett
SECONDED: Director Wyton

THAT the following individuals be appointed the Long Beach Advisory Planning Commission for an additional one year term: Nick Haisch, Ashley Hawker.

CARRIED

MOVED: Director Cote
SECONDED: Director Kokura

THAT the following individuals be appointed the Sproat Lake Advisory Planning Commission for a two year term: Roberta Jensen, Daniel Watts, Roger Loggin, Walter Konkin.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the following individuals be appointed the Beaver Creek Advisory Planning Commission for a two year term: Dorothy Brooks, Shelley Chrest, Kevin Clarke, Nick Clarke.

CARRIED

MOVED: Director Banton
SECONDED: Director Cootes

THAT the following individuals be appointed the Cherry Creek Advisory Planning Commission for a two year term: Carrie Smith, Markus Urner, Barb Deederly, Denis Francoeur, Jamie McKinnon, Anton Haffner.

CARRIED

10.3 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**

Director McLeman provided a brief update on the AV Chamber of Commerce. Their Annual General Meeting was held earlier today.

- 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 – No Report**
- 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**
 - **Municipal Finance Authority of British Columbia**
Report from the Chair and Vice-Chair on Activities for the Period of January 2017-April 2018 (M. Kokura)
 - **Alberni Valley Intergovernmental Working Group Update**
(P. Cote) Verbal – Information circulated to Directors by email. Director Cote provided a brief overview of the meeting. The Regional District will be invited be part of this group. Next meeting June 11th at 10:00 am.

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Board of Directors receive the Member Reports.

CARRIED

Director Bennett reported on the Salmon Beach AGM meeting with lot owners on the May long weekend. Two major issues were passed. Recommend to the Board. 2 sewage projects to increase capacity and efficiently. Recommend existing budget be amended allow capital reserve funds to be used on septic. Will bring back through staff. Staff to work with Salmon Beach Committee to develop a community questionnaire future need and desires for services as the village grows.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director McLeman

SECONDED: Director McNabb

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

- i. *90 (1) (a) of the Community Charter: Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.*

CARRIED

The meeting was closed to the public at 2:37 pm.

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

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Osborne

SECONDED: Director Cootes

THAT this meeting be adjourned at 3:15 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Manager of Administrative Services