



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 10, 2018, 1:30 PM

Uchucklesaht Tribe Government Office, 5251 Argyle Street, Port Alberni, BC

DIRECTORS PRESENT: 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)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
Mike Ruttan, Mayor, City of Port Alberni
Jack McLeman, Councillor, 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 (via telecom)

REGRETS: John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Teri Fong, Manager of Finance
Rob Williams, General Manager of Environmental Services
Wendy Thomson, Manager of Administrative Services
Janice Hill, Executive Assistant
Alex Dyer, Planner

1. CALL TO ORDER

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

The Vice-Chair 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 Ruttan

THAT the agenda be approved as circulated with the addition of the following late items: 9.1(b) Correspondence received re: TUP18013, Collings, 8905 Faber Road (Sproat Lake).

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – September 26, 2018

MOVED: Director Cote

SECONDED: Director McNabb

THAT the minutes of the Board of Directors meeting held on September 26, 2018 be adopted.

CARRIED

b. West Coast Committee Meeting – October 3, 2018

MOVED: Director Cootes

SECONDED: Director Wyton

THAT the minutes of the West Coast Committee Meeting held on October 3, 2018 be adopted

CARRIED

Director Banton entered the meeting at 1:34 pm

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Clair Lake, regarding TUP18013 (Collings/8905 Faber Rd) and TUP's in general.

Ms. Lake expressed concern over Temporary Use Permits at Sproat Lake and her opposition to TUP18013.

6. CORRESPONDENCE FOR ACTION

a. REQUEST FOR ATTENDANCE

Making Resilience and Recovery the New Norm for Your Business

(No action taken).

7. CORRESPONDENCE FOR INFORMATION

a. ISLAND COASTAL ECONOMIC TRUST

ICET Funds Industrial and Employment Lands Strategies

b. VANCOUVER ISLAND REGIONAL LIBRARY

MOVED: Director Kokura

SECONDED: Director Ruttan

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 593

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Board of Directors approve Finance Warrant Number 593 in the amount of \$680,652.77 dated September 30, 2018.

CARRIED

b. Request for Decision- ACRD - Recycle BC Curbside and Depot SOW Contract renewal

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a contract renewal with Recycle BC for the new Statement of Work (SOW) for Curbside and Depot recycling collection, for just over a 5 year term, effective November 30, 2018 ending December 31, 2023.

CARRIED

c. Request for Decision - 3rd Ave Depot – lease lot renewal with Western Forest Products Inc.

MOVED: Director Cote

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the renewal of lease Lot 3, DL1, Alberni District, Plan VIP67137, except part in Plan VIP68454 (PID:024-147-885) containing 0.1175 acres (5118 sq. ft.) from Western Forest Products Inc. (WFP), for parking of the recycling trucks beside the 3rd Ave. depot for a 3 year term effective November 1, 2018 to October 31st, 2021 at a rate of \$2,500.00 annually.

CARRIED

d. Request for Decision - Rogers Communications – Proposal for Cellular Tower at West Coast Landfill

MOVED: Director Bennett
SECONDED: Director St. Jacques

THAT the ACRD Board of Directors direct staff to negotiate an agreement with Rogers Communications regarding the proposed construction of a cellular tower at the West Coast Landfill.

CARRIED

e. Request for Decision regarding Parks Canada Building Lease

MOVED: Director Banton
SECONDED: Director Cootes

THAT the ACRD Board direct staff to further investigate long-term lease options with Parks Canada to be completed in 2-3 months.

CARRIED

f. Request for Decision regarding Alberni Inlet Trail – license renewal with Island Timberlands LP.

MOVED: Director Cote
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the renewal of a non-exclusive license renewal from Island Timberlands LP, for the Alberni Inlet Trail from Ship Creek Road to Franklin River parking lot for a 2-year term effective January 1, 2019 to December 31, 2020.

CARRIED

g. Request for Decision regarding West Coast Transit Study

MOVED: Director St. Jacques
SECONDED: Director Bennett

THAT the ACRD Board of Directors approve BC Transit to move ahead with public engagement regarding the potential implementation of a West Coast conventional transit service as outlined in BC Transit's 2018 report – Tofino Ucluelet Transit Service Feasibility Study.

CARRIED

h. Request for Decision regarding Millstream Water Connection

MOVED: Director Bennett

SECONDED: Director Cootes

THAT the ACRD Board of Directors instruct staff to investigate the feasibility of expanding the boundaries of the Millstream water service area as requested by the property owner of 2401 Grant Avenue, Long Beach and report back on the feasibility of this request.

CARRIED

i. Request for Decision regarding Community Child Care Planning Program

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District apply to the provincial Community Child Care Planning Program for funding to undertake child care planning activities and develop a 'community child care space creation action plan' for the region's communities;

AND THAT if successful, engage the services of Marcie DeWitt, Maggie Hodge Kwan and Tracy Smyth to complete the key project activities of the project.

CARRIED

j. Request for Decision regarding Long Beach Airport Advisory Committee – Terms of Reference - Amendments

MOVED: Director St. Jacques

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board approve the amended Terms of Reference for the Long Beach Airport (LBA) Advisory Committee, as presented.

CARRIED

k. Request for Decision regarding Volunteer Appreciation Events

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to organize Committee member appreciation events in early 2019 to be held in the Alberni Valley, West Coast and Bamfield to recognize the contributions of our many volunteers and to include \$7,000 in the 2019 proposed budget for General Government to cover the costs of the events.

CARRIED

Directors Ruttan, McLeman, McCarthy and Cootes left the meeting at 2:05 pm.
Director Cootes re-entered the meeting at 2:12 pm.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. DVD18010, EVANS, 10884 LAKESHORE ROAD (SPROAT LAKE)**
Development Variance Application – Memorandum and Permit

MOVED: Director Cote
SECONDED: Director Banton

THAT the Board of Directors issue development variance permit DVD18010.

CARRIED

- b. TUP18013, COLLINGS, 8905 FABER ROAD (SPROAT LAKE)**
Temporary Use Permit Application – Memorandum and Permit

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors issue Temporary Use Permit TUP18013.

CARRIED

- c. DVE18016, HERTER, 5470 FALLS STREET (BEAVER CREEK)**
Development Variance Application – Memorandum and Permit

MOVED: Director McNabb
SECONDED: Director Wyton

THAT the Board of Directors issue development variance permit DVE18016.

CARRIED

9.2 ELECTORAL AREA DIRECTORS AND TOFINO

- a. RT18012, NON-MEDICAL CANNABIS PRODUCTION (ALL AREAS)**
Rezoning Application – Memorandum and Bylaw P1380

MOVED: Director McNabb
SECONDED: Director Banton

*THAT Bylaw P1380, Regional District of Alberni-Clayoquot Zoning Text Amendment
Bylaw be adopted.*

CARRIED

Director Ruttan and Director McLeman re-entered the meeting at 2:20 pm.
Director McCarthy re-entered at 2:21 pm

10. REPORTS

10.1 STAFF REPORTS

- a. **West Coast Landfill Hours**
- b. **Board Strategic Priorities and Resolved Staff Actions**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Board receives reports a-b.

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. **West Coast Marine Protected Area of Interest Advisory – Director Bennett - Verbal**

Director Bennett advised that he accepted his appointment to the Advisory and plans to attend the November 6th and 7th, 2018 meeting. He provided information on the status of the Resident Killer Whale Advisory and the need for more local government representation to the committee. Director Osborne has been appointed by AVICC to sit on the Resident Killer Whale Advisory committee.

MOVED: Director Cootes

SECONDED: Director Wyton

THAT the Board receives this verbal report.

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the ACRD Board write a letter to Department of Fisheries and Oceans thanking them for their recent visits to the West Coast Communities and request that an

appointment from the ACRD Board of Directors and each adjacent regional district be accepted to the South Resident Killer Whale Advisory to ensure that all coastal communities have adequate representation, and copy AVICC and all AVICC members.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director Osborne

SECONDED: Director Banton

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 2:48 pm

15. RE-CONVENE

The meeting was re-convened at 2:53 pm.

16. IN-CAMERA

MOVED: Director Cootes

SECONDED: Director McNabb

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

- i. 90 (1) (k): negotiations and related discussions respecting the proposed provision of a regional district service that are at the their preliminary stages and that, in the view of the board, could reasonable to expected to harm the interests of the regional district if they were held in public;*
- ii. 90 (1) (j): information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

CARRIED

The meeting was closed to the public at 2:53 pm.

The meeting was re-opened to the public at 3:08 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The following resolution was reported out in the open meeting:

a. Request for Decision – Water Strip Lease – Long Beach Airport

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a three (3) year lease agreement with Tofino Air Lines to operate the water strip at the Long Beach Airport commencing November 1, 2018 for the annual lease amount of 3,437.54 plus applicable taxes with CPI annual increases.

18. ADJOURN

MOVED: Director Cote

SECONDED: Director McLeman

THAT this meeting be adjourned at 3:08 pm

CARRIED

Certified Correct:



Josie Osborne,
Chairperson



Wendy Thomson,
Manager of Administrative Services