



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 24, 2019, 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  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Cindy Solda, Councillor, City of Port Alberni  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation
- REGRETS:** Josie Osborne, Vice-Chairperson, Mayor, District of Tofino  
Mayco Noël, Mayor, District of Ucluelet
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Alex Dyer, Planner  
Rob Williams, General Manager of Environmental Services  
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 Territories.

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

*MOVED: Director Cootes*

*SECONDED: Director Shannon*

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

*8 (f). Two Request for Decisions regarding Alberni Valley Drag Race Association request to return to the Alberni Valley Regional Airport and Request Agreement for 2019 Alberni Valley Drag Race Proposal.*

*12 (a) Report on the 2019 AVICC Convention*

*12(b) Discussion on 2019 committee appointments*

**CARRIED**

### **3. DECLARATIONS**

Director McNabb declared a pecuniary conflict of interest with respect to item 8. (f) of the Board agenda.

### **4. ADOPTION OF MINUTES**

#### **a. Board of Directors Meeting – April 10, 2019**

*MOVED: Director Solda*

*SECONDED: Director McNabb*

*THAT the minutes of the Board of Directors meeting held on April 10, 2019 be adopted.*

**CARRIED**

#### **b. Alberni Valley and Bamfield Services Committee Meeting – April 10, 2019**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on April 10, 2019 be adopted.*

**CARRIED**

#### **c. West Coast Directors Committee Meeting – April 17, 2019**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*THAT the minutes of the West Coast Directors Committee meeting held on April 17, 2019 be adopted.*

**CARRIED**

## 5. **PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. **Inspector Brian Hunter, Officer In Charge, Port Alberni RCMP introducing Sergeant Peter Dionne who is replacing Dave Boyce and Quarterly Report for January to March 2019.**

Inspector Hunter introduced new Operations Support Sergeant, Peter Dionne. Sergeant Dionne introduced himself to the Board. The Inspector reported on changes implemented by Statistics Canada on how crime statistics are reported across Canada. The Inspector provided an overview of the Port Alberni RCMP Detachment quarterly policing statistics.

- b. **Patty Edwards regarding challenges and accomplishments of the Alberni Valley Community Stakeholders Initiative to End Homelessness for 2017-2018.**

Ms. Edwards presented the Alberni Valley Community Stakeholder Initiative to End Homelessness (AVCSI) Coordinator Report, 2016 to 2018 developed by Terry Deakin, AVSCI Coordinator. Ms. Edwards requested the Regional District to make a commitment to set affordable housing as a priority. She provided an overview of the Province's funding program for affordable housing. This program requires partnership with the local government, including a commitment of 1/3 funding or land. The AVCSI would like the Alberni-Clayoquot Regional District to follow the lead of the Comox Valley Regional District and Cowichan Valley Regional District who conducted referendums and established Homelessness Support Services in their areas.

- c. **Gary Swann regarding the Organic Diversion proposal.**

Mr. Swann spoke in support of organics diversion and growing local. He has been making compost for almost 50 years and develops humus from compost. Humus does remarkable things in gardens and pastures and could have huge economic benefits in the region.

- d. **Joe Van Bergen regarding Sproat Lake Committee for rezoning and clean water.**

Mr. Van Bergen provided an update on the Sproat Lake Committee which was formed a year and a half ago to try and put some organization into Sproat Lake water quality. They have six long time Sproat Lake residents on their Committee. Mr. Van Bergen discussed activities of the Committee including lake clean-up, education and removal of derelict docks. The Committee appreciates the motion passed by the ACRD Board last year to have planning staff conduct a public meeting at Sproat Lake regarding clean water and rezoning the lake. The Committee is hoping the Regional District will hold the public meeting in May of this year.

## 6. **CORRESPONDENCE FOR ACTION**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT**  
2019 Community Child Care Planning Program Funding Agreement
- b. **MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS & RURAL DEVELOPMENT**  
Forest Sector Revitalization & Coastal Communities – Southern Vancouver Island Webinar Engagement Session – April 29, 2019
- c. **CHILD FIND BRITISH COLUMBIA**  
Proclamation for National Missing Children’s Month and Missing Children’s Day

*MOVED: Director McNabb*

*SECONDED: Director Solda*

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

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Sproat Lake Fire Practice Site – Renewal of Licence of Occupation.**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors direct staff to enter into a Licence of Occupation with the province for the Sproat Lake Fire Practice Site for a ten year term.*

**CARRIED**

- b. **Request for Decision regarding Reporting – 2019 Official By-Election Results – Beaufort & Cherry Creek.**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the Declaration of Official Election Results and Determination of Official Election Results for the 2019 by-elections for Director of electoral areas “B” (Beaufort) and “F” (Cherry Creek).*

**CARRIED**

**c. Request for Decision regarding Investigation – Live Streaming Board Meetings.**

*MOVED: Director Solda*

*SECONDED: Director Minions*

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to investigate and report back on options and costs for live streaming Regional District Board meetings.*

**CARRIED**

**d. Request for Decision regarding Regional Organics Diversion.**

*MOVED: Director Roberts*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve an ICI (industrial, commercial & institutional waste sector) and residential disposal ban be implemented as part of the West Coast organics diversion strategy, subject to public engagement;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors approve a three stream (recycling, garbage, organics) curbside recycling program be pursued for existing curbside residents as part of the West Coast Curbside contract RFP in November 2019, subject to public engagement;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors direct that a local organics processing facility be preferred, subject to further financial analysis and public engagement, in order to build local processing capacity and to increase the supply of nutrient rich soil amendment for agricultural purposes;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors approve that the processing of local bio-solids be included as part of any potential West Coast organics processing facility;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors agree in principal to providing necessary land at the West Coast Landfill to operate a biosolids processing facility.*

**CARRIED**

**e. Request for Decision regarding Regional Organics Diversion.**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the further exploration of a regional organics ban and direct staff to report back with options;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate potential service scenarios for organic diversion disposal bans, collection and processing that includes timelines and greenhouse gas impacts;*

*AND FURTHER the Alberni-Clayoquot Regional District Board of Directors direct staff to focus on the processing of organics to be locally processed subject to further analysis.*

**CARRIED**

Director McNabb left the meeting at 3:05 pm due to a pecuniary conflict of interest.

**f. Request for Decision regarding Alberni Valley Drag Race Association  
Request to Return to Alberni Valley Regional Airport**

**Late Item - Request For Decision – Alberni Valley Drag Race Association request  
to Return to the AVRA in 2019**

*MOVED: Director Cote*

*SECONDED: Director Solda*

*THAT the ACRD Board of Directors approve that staff work with the Alberni Valley Drag Racing Association to discuss an alternate plan for locating the drag races off the runway surface at AVRA or other locations in order to support future drag race events.*

**CARRIED**

*MOVED: Director Solda*

*SECONDED: Director Shannon*

*THAT the ACRD Board of Directors approve the Alberni Valley Drag Racing Association's proposal in principle for the 2019 Drag Race Event at the Alberni Valley Regional Airport (AVRA).*

**CARRIED**

**Late Item - Request for Decision – Agreement for 2019 Alberni Valley Drag Race  
Proposal**

*MOVED: Director Solda*

*SECONDED: Director Beckett*

*THAT the ACRD Board of Directors direct staff to draft a comprehensive use agreement that covers all matters discussed in related reports in order to reduce any related risk to*

*the ACRD, and bring the agreement back to the Board for consideration, or back to the Alberni & Bamfield Services Committee if more expedient, which shall be delegated the authority to approve the agreement.*

**CARRIED**

Director McNabb re-entered the meeting at 3:40 pm.

**g. Request for Decision regarding Alberni-Clayoquot Regional District Financial Statements.**

*MOVED: Director Cootes*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2018 Audited Financial Statements for the Alberni-Clayoquot Regional District as presented.*

**CARRIED**

**9. PLANNING MATTERS**

**ELECTORAL AREA DIRECTORS ONLY**

(All Participants/Unweighted)

**a. TUP19004, JURGENS, 246 LEE STREET (LONG BEACH)**

Temporary Use Permit Application – Report

*MOVED: Director Roberts*

*SECONDED: Director Cote*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP19004, subject to neighbouring properties being notified as per Local Government Act s.494 and subject to the issuance of a building permit to allow for a duplex with the building permit required prior to staff bringing forward the application to the Board for final approval.*

**CARRIED**

**b. RD18003, 0742479 BC LTD, TWO RIVERS ARM (SPROAT LAKE)**

Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1369 and P1370

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Shannon*

*THAT Sproat Lake Official Community Plan Amendment Bylaw P1369 be amended.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Shannon*

*THAT Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw P1370 be amended.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director McNabb*

*THAT Sproat Lake Official Community Plan Amendment Bylaw P1369 be read a second time as amended.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Shannon*

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

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director McNabb*

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

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director McNabb*

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

**CARRIED**

**c. RD18016, MCINNES AND STRACHAN, 8885 CENTRAL LAKE ROAD (SPROAT LAKE)**

Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1387 and P1388

*MOVED: Director Cote*  
*SECONDED: Director Beckett*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Shannon*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT Sproat Lake Official Community Plan Amendment Bylaw P1387 be read a second time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Beckett*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1388 be read a second time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT Sproat Lake Official Community Plan Amendment Bylaw P1387 be read a third time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Shannon*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1388 be read a third time.*

**CARRIED**

- d. MISC18018, 1181572 BC LTD, 2970 ALBERNI HIGHWAY (CHERRY CREEK)**  
Cannabis Retail Store Licence Referral – Public Meeting Report and Public Meeting Minutes

*MOVED: Director McNabb*  
*SECONDED: Director Solda*

*THAT the Board of Directors receive the public meeting report.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Roberts*

*THAT the Board of Directors receive the public meeting minutes.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Solda*

*THAT the Board of Directors recommend to the Liquor and Cannabis Regulation Branch (LCRB) that a Retail Store Cannabis Retail Licence be issued to Alberni Cannabis Co. for 2970 Alberni Highway.*

**CARRIED**

- e. AGRICULTURE PLAN IMPLEMENTATION 2019 TO 2020 CONTRACT**  
Request for Decision

*MOVED: Director Cote*  
*SECONDED: Director Shannon*

*THAT the Board of Directors award a contract to Eden Tree Farm and Gardening to provide agricultural support services until December 31, 2020 with the cost of the contract not to exceed \$30,000 per year.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Meeting Schedule – May 2019**
- b. Community Waste Reduction Education Program Development – J. Brunn/B. Sauve – April 2019**
- c. Building Inspector’s Report – March 2019**
- d. Alberni Valley Fire Department Annual Report – 2018**  
The Protective Services Manager presented the annual report for 2018.

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

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

**CARRIED**

## **10.2 COMMITTEE REPORTS**

### **a. Alberni Valley and Bamfield Services Committee Meeting – April 24, 2019 – J. McNabb (verbal)**

Director McNabb provided a brief update on the meeting earlier today. The Committee considered updates to the Alberni Valley Landfill Tipping Fees and Regulations Bylaw. An updated bylaw will be presented for consideration by the ACRD Board at the next meeting.

*MOVED: Director McNabb*  
*SECONDED: Director Beckett*

*THAT this verbal report be received.*

**CARRIED**

## **10.3 MEMBER REPORTS**

- a. 9-1-1 Corporation – J. McNabb – No Report**
- b. Vancouver Island Regional Library – P. Cote – No Report**
- c. Alberni Valley Chamber of Commerce – S. Minions – No Report**
- d. Air Quality Council, Port Alberni – J. McNabb – No Report**
- e. West Coast Aquatic Board – J. Osborne – No Report**
- f. Association of Vancouver Island & Coastal Communities – P. Cote**

Director Cote reported the annual convention in Powell River was very successful. Director Solda was elected member at large and Director Cote was acclaimed as second vice to the AVICC executive. The 2020 convention will be held in Nanaimo, BC.

- g. Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- h. Other Reports**

*MOVED: Director Solda*  
*SECONDED: Director Johnsen*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**a. Late Business – Report on Discussions at the 2019 AVICC Convention – Director Solda**

Director Solda spoke to a discussion she had with BC Hydro representatives at the convention regarding electric car battery charging stations, who had committed to follow-up with ACRD staff to investigate funding options to install a charging station at the Regional District Office.

Director Solda spoke to a presentation from BC Ferries. She brought up the issue of remote communities with no ferry services. There are some communities with less population that have ferry services.

**b. 2019 Committee Appointments**

This topic was referred to the next Board meeting.

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Solda*

*SECONDED: Director Shannon*

*THAT the meeting be closed to the public as per the Community Charter sections:*

- i. 90 (1) (a) 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;*
- ii. 90 (1) (i) : The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

**CARRIED**

The meeting was closed to the public at 4:29 pm.

The meeting was re-opened to the public at 4:43 pm.

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

The following resolution from the in-camera portion of the Board of Directors meeting was reported out in open meeting:

*THAT the ACRD Board of Directors enter into a contract with Les Butler to carry out the duties on the Bamfield Water system as an independent waterworks contractor*

*at a rate of \$5,500.00 plus GST per month for a period of five (5) years commencing May 1, 2019 ending April 30, 2024.*

**16. ADJOURN**

*MOVED: Director Solda*

*SECONDED: Director Shannon*

*THAT this meeting be adjourned at 4:43 pm.*

**CARRIED**

Certified Correct:

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John Jack,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services