



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 9, 2019, 1:30 PM

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

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### **DIRECTORS**

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation

### **PRESENT:**

Josie Osborne, Vice-Chair, Mayor, District of Tofino  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Cindy Solda, Councillor, City of Port Alberni  
Marilyn McEwen, Councillor, District of Ucluelet (Alternate)  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Gov. (via teleconference)  
Kirsten Johnsen, Member of Council, Toquaht Nation

### **REGRETS:**

Mayco Noel, Mayor, District of Ucluelet  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)  
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

### **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

## **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 McNabb*

*SECONDED: Director Johnsen*

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

*12 (a) Late Business - Report from Director Cote – AV Heritage & Museum Commission.*

*7 (a) Update on Supreme Court ruling with respect to the validity of the 2018 election in Cherry Creek & Beaufort.*

**CARRIED**

**3. DECLARATIONS**

The Chairperson declared a conflict of interest with respect to item 5 (a) Steelhead LNG, updates on the Kwispa LNG project.

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – December 12, 2018**

*MOVED: Director Solda*

*SECONDED: Director McNabb*

*THAT the minutes of the Board of Directors meeting held on December 12, 2018 be adopted.*

**CARRIED**

**b. Committee-of-the-Whole Meeting – December 12, 2018**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Committee-of-the-Whole Meeting held on December 12, 2018 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

The Chairperson left the meeting at 1:35 pm due to a declared conflict of interest.

The Vice-Chairperson assumed the Chair.

**a. Steelhead LNG, regarding updates on the Kwispa LNG Project**

The delegation provided an overview of the Kwispa LNG project.

The Chairperson re-assumed the Chair at 1:55 pm.

**b. Ken McRae and Larry Stevenson, Island Corridor Foundation, regarding updates on the Island Corridor Foundation.**

The delegation provided a presentation on the Island Corridor Foundation and the current status on restoring rail service to the Island.

- c. **John Swift Project Specialist, Kackaamin Family Development Centre, requesting that the ACRD agree to an informal partnership for the proposed daycare project and request that permit fees associated with the project be waived or reduced.**

The delegation provided an overview of the Kackaamin Family Development Centre and requesting a letter of support from the ACRD to assist them in applying for funding for up to \$1 million dollars for their proposed daycare project and to consider waiving or reducing any permit fees associated with the project.

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the ACRD Board of Directors instruct staff to investigate an informal partnership agreement with Kackaamin Family Development Centre for their funding application for the proposed daycare project and investigate their request to waive development fees for the project and report back to the Board.*

**CARRIED**

## **6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence dated December 17, 2018 from Huu-ay-aht First Nations Government requesting a letter of support for funding applications to make improvements to the Bamfield Road.**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors write a letter of support to the Huu-ay-aht First Nations for their application to the Federal and Provincial Governments to make improvements to the road linking Port Alberni and the community of Bamfield.*

**CARRIED**

- b. **Correspondence dated December 14, 2018 from Island Work Transitions Inc. requesting special events funding in the amount of \$2,500 to help with the cost of hosting the 2019 West Coast Job Expo.**

*MOVED: Director Osborne*

*SECONDED: Director McEwen*

*THAT the ACRD Board of Directors award a special events grant in the amount of \$1,000.00 to Island Work Transitions Inc.*

**CARRIED**

- c. **Correspondence dated December 7, 2018 from Coastal Community Network requesting the appointment of an ACRD Director to the CCN and a financial commitment of \$500 annually for the next 4 years.**

*MOVED: Director Solda*

*SECONDED: Director McNabb*

*THAT prior to making a decision on member, the ACRD Board of Directors request more information from Coastal Communities Network including the following: terms or reference, number of meetings annually, locations of meetings and membership.*

**CARRIED**

- d. **Correspondence from Fisheries and Oceans Canada requesting the appointment of an ACRD Director to the Offshore Pacific Area Committee.**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Roberts to represent the Regional District on the Offshore Pacific Area Committee for 2019 and Director Beckett be appointed alternate.*

**CARRIED**

- e. **Correspondence dated January 3, 2019 from Megan Warrender requesting ACRD advertising in the Valley Vibe Community Magazine.**

*MOVED: Director McNabb*

*SECONDED: Director Osborne*

*THAT the ACRD Board of Directors decline the advertising request.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **2018 ELECTION UPDATE – BEAUFORT AND CHERRY CREEK**  
The Manager of Administrative Services (Chief Election Officer) reported the Supreme Court of BC determined the 2018 election for Director of Beaufort and Cherry Creek invalid and that a new election must be held. Staff are reviewing the judgement, more details to come on next steps.
- b. **ISLAND COASTAL ECONOMIC TRUST**  
Comox Valley Tech-Attraction Strategy Receives ICET Support

- c. **ISLAND COASTAL ECONOMIC TRUST**  
New Elections and Appointments to the ICET Board
- d. **UBCM**  
Gas Tax Agreement Community Works Fund Payment
- e. **SELINA ROBINSON, MINISTER OF MUNICIPAL AFFAIRS & HOUSING**  
Newsletter update
- f. **FISHERIES AND OCEANS CANADA, SPECIES AT RISK PROGRAM**  
Critical Habitat Orders for Northern & Southern Resident Killer Whales in Canada
- g. **KPMG LLP**  
Audit Planning Letter

*MOVED: Director Solda*

*SECONDED: Director Roberts*

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

**CARRIED**

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

- a. **Request for Decision regarding 2019 ACRD Board & Committee Meeting Schedule**

*MOVED: Director Osborne*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2019 ACRD Board/Committee meeting schedule as presented.*

**CARRIED**

- b. **Request for Decision regarding Revenue Anticipation Borrowing Bylaw No. F1140**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1140, 2019".*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1140, 2019".*

**CARRIED**

*MOVED: Director McNabb  
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. F1140, 2019".*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1140, 2019".*

**CARRIED**

**c. Request for Decision regarding Infrastructure Planning Grant Application**

*MOVED: Director Beckett  
SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors apply for a \$10,000 Infrastructure Planning Grant from the Ministry of Municipal Affairs and Housing for the Bamfield Water System.*

**CARRIED**

**d. Request for Decision regarding Alberni Valley Regional Airport – Obstacle Limitation Surface Tree Clearing**

*MOVED: Director Cote  
SECONDED: Director McNabb*

*THAT the ACRD Board delegate the Chief Administrative Officer authority to enter into a Crown tenure agreement and contract(s) for Obstacle Limitation Surface clearing at the Alberni Valley Regional Airport.*

**CARRIED**

**e. Request for Decision regarding West Coast Landfill – Encorp Pacific (Canada) – End-of-Life Electronics Agreement**

*MOVED: Director Johnsen  
SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into an End-of-Life Electronics (“EOL Electronics”) Agreement with Encorp Pacific (Canada) at the West Coast Landfill (WCLF) commencing December 17, 2018 and expiring December 31, 2021.*

**CARRIED**

**f. Request for Decision regarding West Coast Multiplex – Request for Letter of Support**

*MOVED: Director McEwen*

*SECONDED: Director Roberts*

*THAT the authority and decision to provide an updated letter of support to the Tla-o-qui-aht First Nation confirming available land at the Long Beach Airport for the new proposed West Coast recreation multiplex and general support for their recreation infrastructure grant application be delegated to the ACRD West Coast Committee.*

**CARRIED**

**g. Request for Decision regarding Beaver Creek Volunteer Fire Department – Pumper Fire Apparatus RFP**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the contract to supply a Pumper Fire Apparatus to the Beaver Creek Volunteer Fire Department to Fort Garry Fire Trucks Ltd. in the amount of \$643,500.00 plus GST.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the ACRD Board instruct staff to investigate the eligibility of fire truck purchases through the Gas Tax program.*

**CARRIED**

**9. PLANNING MATTERS**

**a. RA18004, FENTON, 255 BRADY’S BEACH TRAIL (BAMFIELD)  
Rezoning Application – Memorandum and Bylaw P1374**

*MOVED: Director Beckett*

*SECONDED: Director McNabb*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1374 be adopted.*

**CARRIED**

- b. RF18002, 1022666 BC LTD, 3826 COWLEY ROAD (CHERRY CREEK)**  
Rezoning Application – Memorandum and Bylaw P1373

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1373 be adopted.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Committee Volunteer & Service Appreciation Events Scheduled**

*MOVED: Director Osborne*

*SECONDED: Director Cote*

*THAT this report be received.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 OTHER REPORTS**

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the ACRD Board of Directors authorize Director Cote to attend the Alberni Valley Museum & Heritage Commission meeting this evening.*

**CARRIED**

## **13. QUESTION PERIOD**

**16. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*THAT this meeting be adjourned at 3:26 pm*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Wendy Thomson,  
Manager of Administrative Services