



**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
**QUARTERLY ELECTORAL AREA DIRECTORS' MEETING**  
**MINUTES**

**THURSDAY, JANUARY 18, 2007**

**REGIONAL DISTRICT BOARD ROOM**

Present: Chairperson: Glenn Wong, Directors: Tony Bennett, Penny Cote, Patty Edwards, Mike Kokura, Alternate Director: Keith Wyton.

Staff: Bob Harper, Administrator, Wendy Manson, Administrative Assistant, Drew Hadfield, Manager of Environmental Services, Rick Stuckenberg, Manager of Planning and Development, Don Anderson, Building Inspector.

1. The meeting was called to order at 9:41 a.m.

**Minutes**

2. Moved by P. Edwards, seconded by T. Bennett, "That the minutes from the Electoral Area Directors' meeting held on September 13, 2006 be adopted as circulated."

"Carried"

**Correspondence**

3. Letter from Gwyn Falconer regarding problem with flooding on her property from the neighbouring property. (referred from the November 22, 2006 Board of Directors meeting).  
Considerable discussions ensued. The Administrator advised that this is a drainage issue between two neighbours. Director Kokura provided Directors with background information on Gwyn Falconer's property and the neighbour's property. There was discussion regarding interpretation of the Regional District's zoning bylaw with regards to buildings, accessory buildings and principle residences. The Building Inspector advised that the neighbours are in compliance with the zoning bylaw.
4. Moved by M. Kokura, seconded by T. Bennett, "That a letter be forwarded to Gwyn Falconer explaining the rationale behind the issue on her property and her neighbour's."

"Carried"

### **Administration**

5. Administrative Memo regarding Sewage Disposal Regulations. (referred from the January 10, 2007 Committee-of-the-Whole meeting).  
The Building Inspector outlined his memo and the problem with the regulations implemented by the Health Authority in 2005. The new regulations do not deal with existing sewage disposal systems in regards to building additions on single family dwellings and duplexes. Considerable discussions ensued.  
Moved by T. Bennett, seconded by P. Cote, "That the Electoral Area Directors recommend that the Board of Directors forward a letter to the Association of Vancouver Island and Coastal Communities requesting they arrange a day long session to develop proposals on sewage regulations and bring forward the proposals for consideration at the Association of Vancouver Island and Coastal Communities Convention in April 2007."
6. Moved by T. Bennett, seconded by P. Cote, "That the above motion be amended by adding 'and ask AVICC to invite the UBCM Environmental Committee and the Vancouver Island Health Authority asking them to have representation at the proposed day long session'."  
  
"Carried"
7. The main motion, as amended, was  
  
"Carried"
8. Moved by P. Cote, seconded by K. Wyton, "That Electoral Area Directors forward for consideration by the Board, a bylaw similar to the Comox-Strathcona Regional District, requiring a sewage disposal filing for any increase of density on proposed residential development."
9. Moved by K. Wyton, seconded by P. Edwards, "That this above motion be amended to read: 'that the Electoral Area Directors present the concept of a new bylaw, similar to the Comox-Strathcona Regional District, that requires a sewage disposal filing for any increase of density on proposed residential development, and, that the concept be forwarded to the Advisory Planning Commission for comment'."  
  
"Carried"
10. Moved by M. Kokura, seconded by T. Bennett, "That the above motion be tabled until after the Association of Vancouver Island and Coastal Communities Convention in April 2007."  
  
"Carried"

11. Administrative Memo regarding Building Bylaw Fee Schedule "A" PS1005-1 Fees (referred by the Committee-of-the-Whole on January 10, 2007).  
Moved by T. Bennett, seconded by P. Cote, "That the Electoral Area Directors instruct staff to prepare a new bylaw with building permit fees for consideration by the Board of Directors and to incorporate a residential estimator program into the bylaw."

"Carried"

### **Reports**

12. Rick Stuckenberg, Manager of Planning and Development provided a verbal report on a vision for the Alberni Valley. He said as part of the Official Community Plan process for the Alberni Valley, a vision needs to be developed for the Alberni Valley. He asked Directors to re-confirm that they are still on board with the process of developing a vision for the Alberni Valley. Mr. Stuckenberg advised that this process would be very time consuming for Planning staff and there will be costs involved. Mr. Stuckenberg will provide more information on the visioning process and associated costs for budget discussions.
13. Mr. Stuckenberg gave a verbal report on watershed planning. He provided Directors with copies of the Nanaimo Regional District's Terms of Reference for the Drinking Water/Watershed Protection Stewardship Committee. Discussions ensued.  
Moved by T. Bennett, seconded by K. Wyton, "That staff be instructed to prepare a draft terms of reference for watershed planning for Alberni Valley watersheds and develop a proposed budget for consideration during the budget process."

"Carried"

14. Administrative Memo regarding 2007 Schedule for Public Hearings, Advisory Planning Commission, and Agricultural Advisory Committee meetings.  
Moved by T. Bennett, seconded by P. Cote, "That the Electoral Area Directors recommend that the Board concur with the 2007 meeting schedule for Public Hearings, Advisory Planning Commission, and Agriculture Advisory Committee meetings."

"Carried"

### **Other Business**

15. The Chairperson discussed the City of Port Alberni's Parks and Recreation Department user fees and Rural Directors having no input into the City of Port

Alberni's budget. He said that Beaver Creek, Cherry Creek and Sproat Lake pay into Parks and Recreation, but have no say. Discussions ensued.

16. Moved by P. Cote, seconded by P. Edwards, "That a letter be forwarded to the City of Port Alberni requesting a meeting with the Alberni Valley Electoral Area Directors to discuss concerns with Parks and Recreation services and fees."

"Carried"

17. Discussions ensued regarding population increases in the electoral areas and increase in votes at the Board table on money issues. The Administrator reviewed the weighted vote system.  
Moved by T. Bennett, seconded by M. Kokura, "That this verbal report be received."

"Carried"

### **New Business**

18. Moved by T. Bennett, seconded by P. Cote, "That a letter be forwarded to Parks Canada asking them to attend the next Committee-of-the-Whole meeting to discuss the damages within Pacific Rim National Park and the West Coast Trail from the recent storms."

"Carried"

19. Moved by P. Edwards, seconded by T. Bennett, "That a letter be forwarded to the City of Port Alberni requesting they make a presentation to the Regional District on the plans for the Port Alberni library expansion."

"Carried"

20. Moved by M. Kokura, seconded by T. Bennett, "That a letter be forwarded to the Port Alberni RCMP Detachment requesting they re-instate having a person at the local office after hours for people to call in the event of an emergency."

"Carried"

21. Moved by K. Wyton, seconded by T. Bennett, "That Electoral Area Directors recommend that the Board of Directors forward a letter to the Honourable Coleman, Minister of Forests, expressing concerns with the proposed log export policy and stress that the policy must protect the economic interests of local

communities and British Columbia, and, that a letter be forwarded to Dr. James Lunney, MP thanking him for the position he is taking on our behalf with regards to the log export issue.”

“Carried”

22. Moved by P. Cote, seconded by T. Bennett, “That a letter be forwarded to Emcon Services asking them to meet with the Regional District Board to address concerns with clean-up and maintenance of roads in the Region.”

“Carried”

23. Director Cote said she would like the rural areas in the Alberni Valley to adopt a process similar to the City of Port Alberni’s which identifies heritage sites. Moved by T. Bennett, seconded by P. Cote, “That the information on the heritage planning process be considered during the visionary process for the Alberni Valley.”

“Carried”

24. Moved by T. Bennett, seconded by P. Edwards, “That this meeting now stand adjourned.”

“Carried”

25. The meeting adjourned at 12:42 p.m.

Certified Correct:

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Glenn Wong,  
Chairperson

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Bob Harper,  
Administrator