



**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
**BOARD OF DIRECTORS**  
**MINUTES**

**WEDNESDAY, MAY 23, 2007**

**REGIONAL DISTRICT BOARD ROOM**

Present: Chairperson: Hira Chopra, Directors: Tony Bennett, Penny Cote, Patty Edwards, Mike Kokura, Ken McRae, Stefan Ochman, Dianne St. Jacques, Glenn Wong, Alternate Director: Allan Anderson.

Staff: Robert A. Harper, Administrator, Wendy Thomson, Administrative Assistant, Rick Stuckenberg, Manager of Planning and Development, Tom Gowan, Finance Manager, Drew Hadfield, Manager of Environmental Services, Mike Irg, Planner.

1. The meeting was called to order at 6:00 p.m.

**PETITIONS, DELEGATIONS & PRESENTATIONS**

2. Moved by P. Cote, seconded by T. Bennett, "That Mr. Bob Collins be invited to address the Regional District Board."

"Carried"

3. Mr. Collins thanked the Board of Directors for their efforts to clean-up the garbage on Hector Road. He said enormous amounts of garbage continue to be dumped in the area. Mr. Collins said neighbours and volunteers have cleaned up the area, only to have more stuff dumped there a couple of days later. Mr. Collins said there is a willingness in the community to clean-up the mess, but not if the area is messed up again two days later. Mr. Collins asked Directors to consider putting gates up on Hector Road to restrict vehicle traffic. He said without the restriction of vehicle traffic, it's pointless to keep cleaning up the area. Mr. Collins said this mess is a black eye for the Community. The delegation answered questions from Directors.

4. Moved by P. Cote, seconded by M. Kokura, "That the Board of Directors forward a letter to the Ministry of Transportation asking if the portion of Hector Road that is being used as a garbage dump can be closed to vehicle traffic."

"Carried"

**ADOPTION OF MINUTES**

5. Moved by D. St. Jacques, seconded by T. Bennett, "That the minutes from the regular Board of Directors meeting held on April 25, 2007 be adopted as circulated."

"Carried"



6. Moved by K. McRae, seconded by T. Bennett, "That the minutes from the Special Board of Directors meeting held on May 15, 2007 be adopted as circulated."

"Carried"

7. Moved by T. Bennett, seconded by D. St. Jacques, "That the To-Do List as of May 17, 2007 be received for information."

"Carried"

### **COMMUNICATIONS/CORRESPONDENCE FOR ACTION**

8. Letter dated May 1, 2007 from the Coastal Community Network regarding 2007 Membership Fee.  
Moved by T. Bennett, seconded by D. St. Jacques, "That this correspondence be received and that the Regional District renew membership with the Coastal Communities Network."

"Carried"

9. Correspondence dated May 22, 2007 from the Union of British Columbia Municipalities regarding the Local Government and the Environment Conference.  
Moved by M. Kokura, seconded by D. St. Jacques, "That the Board of Directors approve sending a staff member to the UBCM Environment Conference, June 27 - 28<sup>th</sup> in Richmond, B.C."

"Carried"

### **COMMUNICATIONS/CORRESPONDENCE FOR INFORMATION**

10. Moved by T. Bennett, seconded by D. St. Jacques, "That the following correspondence be received for information: Union of British Columbia Municipalities re: RCMP Contract Issues, Tax Policy Changes and Tax Exemption Power Broadened, re: Local Government Consultation - Building Regulatory System, Ministry of Finance re: BC Ferries Route 40, Discovery Coast Passage, Port Hardy to Bella Coola, BC Assessment re: Introduction of New Assessor for BC Assessment's Vancouver Island Region, Home Owner Protection Office re: Green Roofs and Homeowner Protection in British Columbia Conference, Western Economic Diversification re: Request for Repaid Recreational Salmon Fishery Loan Program Funds to be Released and Redirected, F. Boyko Jr. re: Heritage Registry."

"Carried"

11. Moved by K. McRae, seconded by P. Cote, "That City of Port Alberni staff be



invited to meet with the Regional District Board to discuss adopting a heritage registry in the region.”

“Carried”

12. Moved by D. St. Jacques, seconded by T. Bennett, “That a letter be forwarded to Ardath Paxton Mann, Assistant Deputy Minister, Western Economic Diversification Canada thanking them for the encouraging information on the Recreational Salmon Fishery Loan Program funds and requesting the Board be kept up-to-date on their decision for the funds.”

“Carried”

### **REPORTS**

13. Moved by T. Bennett, seconded by D. St. Jacques, “That the Building Report for the month of April 2007 be received for information.”

“Carried”

14. Director Kokura provided an update on the Central Region Board meeting held in April. He said the Interim Measures Agreement has been extended and the Board members have been re-appointed until March 31, 2008. The next meeting of the Central Region Board is tomorrow at the Tin Wis in Tofino. Moved by M. Kokura, seconded by K. McRae, “That this verbal report be received.”

“Carried”

15. Director Edwards reported that the next meeting of the Vancouver Island Regional Library Board is June 15<sup>th</sup>. She reported that the Port Alberni Library will be closed Saturday, May 26<sup>th</sup> and re-open on Monday at 10:00 a.m. due to library expansion construction. Moved by T. Bennett, seconded by S. Ochman, “That this verbal report be received.”

“Carried”

16. Director McRae provided an update on the West Island Woodlands Advisory Group. He said that two companies at the table for certification, Island Timberlands and Western Forest Products. Moved by M. Kokura, seconded by D. St. Jacques, “That this verbal report be received for information.”

“Carried”

17. Director Bennett provided an update on the Regional Aquatic Management



Board. The board is finalizing their 5 year work plan which will set-out their priorities. He said Coastal Planning has taken a high priority for the Board. Director Bennett will announce the new Executive Director of the Regional Aquatic Management Board at the next Committee-of-the-Whole meeting. Moved by T. Bennett, seconded by D. St. Jacques, "That this verbal report be received for information."

"Carried"

18. Director Cote updated the Board on the Sproat Lake Incorporation Committee. A Committee meeting and public meeting were held recently with the conclusion of the study. Director Cote advised that the Committee has tabled the study for the moment and will be holding back on a vote to go to referendum. She advised that the Committee will pick up where they left off at a future date. Moved by P. Cote, seconded by D. St. Jacques, "That this verbal report be received for information."

"Carried"

19. Moved by T. Bennett, seconded by D. St. Jacques, "That the minutes from the Highway Connector Committee meeting held on April 11, 2007 be received."

"Carried"

### **STAFF REPORTS**

20. Moved by T. Bennett, seconded by D. St. Jacques, "That the Administrator's Report dated May 17, 2007 be received for information."

"Carried"

21. Moved by D. St. Jacques, seconded by T. Bennett, "That the Financial Manager's Report dated May 14, 2007 be received for information."

"Carried"

22. Moved by M. Kokura, seconded by A. Anderson, "That the Manager of Environmental Services Report for May 2007 be received for information."

"Carried"

### **OTHER REPORTS**

23. Director St. Jacques reported that the Fisheries Committee met today and had a tour of the Omega Fish Hatchery. She said the Omega Hatchery is a great facility and we are lucky to have such a facility in the region. Carol Schmidt of Omega Hatchery is very supportive of Fisheries Enhancement in the region.



Director St. Jacques said the Fisheries Committee will be gathering information on everyone involved in fisheries enhancement in the region.

Moved by T. Bennett, seconded by A. Anderson, "That this verbal report be received."

"Carried"

24. Director McRae provided an update on the Vancouver Island Railway Corridor Foundation. The railway from Victoria to Courtenay was successfully sprayed with no complaints.

Moved by D. St. Jacques, seconded by T. Bennett, "That this verbal report be received."

"Carried"

25. Director Wong reported on a Health Services meeting that was held on May 17<sup>th</sup>. Participants at the meeting included: SOS Committee, Equipment Review Committee, WCGH Foundation and Dr. Smecher, Chief of Staff, WCGH. He said the group identified issues and shortfalls in health services in the Alberni-Clayoquot Region. Director Wong said many shortfalls were identified and they are all important. The group will address all of these issues. Mayor McRae is arranging a meeting with Howard Walder, CEO, VIHA for the end of the month. Director Wong said he will bring up all the issues which were raised at the Health Services meeting. He also reported that the West Coast General Hospital Foundation is still accepting donations for CT Scanner equipment at WCGH.

Moved by G. Wong, seconded by T. Bennett, "That this verbal report be received."

"Carried"

### **ADMINISTRATION**

26. Administrative Memo regarding Regional Trails and Parks Plan (Alberni Valley) Steering Committee.

Moved by M. Kokura, seconded by P. Cote, "That the Board of Directors support management in starting a steering committee made up of the following groups:

- a. Regional District Staff, Provincial Government (BC Parks, Environment, Tourism); City of Port Alberni, Chamber of Commerce; Other interest groups, (Friends of the Log Train Trail, Outdoors Club, Alpine Club, Environmental Coalition, Sportsman's Association, etc.), and,



the mandate will be to review the current trail inventory; prioritize trails/corridors; coordinate formal recognition of trails; explore funding opportunities to further the development of trails/corridors.”

“Carried”

27. Administrative Memo regarding Bear Aware - Education Program - Alberni Valley.

Moved by G. Wong, seconded by K. McRae, “That this correspondence be received and that the Board of Directors support the Bear Aware (Educational Component) funding of \$2,500.00 to BC Conservation Foundation to hire Crystal McMillan (Executive Director) of Pacific Rim Bear Smart Society to deliver the Educational Component of the “Bear Aware” program for the Alberni Valley.”

“Carried”

28. Administrative Memo regarding Proposed Sproat Lake Parks Bylaw.

Moved by P. Cote, seconded by S. Ochman, “That staff be instructed to revise the draft Sproat Lake Parks Bylaw for consideration by the Board of Directors at the June Board meeting.”

“Carried”

29. Moved by T. Bennett, seconded by G. Wong, “That Bylaw A1063, Additional Hotel Room Tax Agreement, 2007 be read a first time.”

“Carried”

30. Moved by G. Wong, seconded by T. Bennett, “That Bylaw A1063, Additional Hotel Room Tax Agreement, 2007 be read a second time.”

“Carried”

31. Moved by T. Bennett, seconded by K. McRae, “That Bylaw A1063, Additional Hotel Room Tax Agreement, 2007 be read a third time.”

“Carried”

32. Moved by M. Kokura, seconded by T. Bennett, “That Bylaw A1063, Additional Hotel Room Tax Agreement, 2007 be adopted.”

“Carried”



33. Administrative Memo regarding Connector Road.  
Moved by D. St. Jacques, seconded by T. Bennett, "That this correspondence be received and that the Board of Directors invite responses from qualified firms to undertake a cost benefit analysis for the proposed Highway Connector route."

"Carried"

### **FINANCES**

34. Moved by T. Bennett, seconded by K. McRae, "That the Financial Statements dated January 1<sup>st</sup> to April 30, 2007 be received."

"Carried"

35. Administrative Memo regarding 2006 Financial Information.  
Moved by M. Kokura, seconded by T. Bennett, "That the 2006 Financial Information for the Alberni-Clayoquot Regional District be received."

"Carried"

### **PLANNING MATTERS**

36. RA07003 - Application for Rezoning, 6471234 Canada Inc, Cape Beale Trail, Lots 17, 18 and 19, Block 3, Section 19, Township 1, Barclay District, Plan 942, Electoral Area "A" (Bamfield).  
Moved by S. Ochman, seconded by T. Bennett, "That this correspondence be received and the Board of Directors concur with the recommendation of the Bamfield Advisory Planning Commission and proceed with First Reading of Bylaw P1185 subject to;
- i) the applicant providing formal written agreement to amend this application from the proposed Two Family Residential (R2) District to Single Family Residential (R1) District;
  - ii) written confirmation from a Registered Onsite Wastewater Practitioner that the existing field on lot 18 meets "all" requirements under the Vancouver Island Health Authority regulations, i.e. system design, setback from watercourse, copy of an accepting filing, etc.
  - iii) site plan prepared by a registered British Columbia Land Surveyor showing existing buildings, septic field and watercourse within the subject properties;



- iv) future development of the lot must comply to all Alberni-Clayoquot Regional District zoning and building requirements, and,

that the public hearing for Bylaw P1185 be delegated to the Director for Electoral Area "A", his alternate or the Chairperson of the Regional District Board."

"Carried"

- 37. Moved by S. Ochman, seconded by T. Bennett, "That Bylaw P1185, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time."

"Carried"

- 38. Administrative Memo regarding Rezoning Application RC06014 (Witt), 98 Sutton Road, Port Albion Area, Electoral Area "C" (Long Beach).  
Moved by T. Bennett, seconded by M. Kokura, "That this correspondence be received."

"Carried"

- 39. Moved by T. Bennett, seconded by M. Kokura, "That Bylaw P1180, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be adopted."

"Carried"

- 40. Administrative Memo dated May 15, 2007 and May 23, 2007 regarding Approval of Development Permit No. DVC07003 (Witt).  
Moved by T. Bennett, seconded by D. St. Jacques, "That this correspondence be received and that the Board of Directors concur with the recommendation of the Long Beach Advisory Planning Commission and issue Development Variance Permit No. DVC07003."

"Carried"

- 41. Administrative Memo regarding Rezoning Application RE06011, MacDonald, 6512 Smith Road, Lot 2, District Lots 162 and 163, Alberni District, Plan 25238, Electoral Area "E" (Beaver Creek).  
Moved by P. Edwards, seconded by T. Bennett, "That this correspondence be received and that the Board of Directors concur with the recommendation of the Beaver Creek Advisory Planning Commission and proceed with first reading of Bylaws P1187 and P1188 subject to the following conditions;

- l) meeting technical referral agency requirements, and,



that public hearing for Bylaw No. P1187 and P1188 be delegated to the Director for Electoral Area "E", her alternate Director or the Chairperson of the Regional District Board."

"Carried"

42. Moved by P. Edwards, seconded by G. Wong, "That Bylaw P1187, Beaver Creek Official Community Plan Amendment be read a first time."

"Carried"

43. Moved by P. Edwards, seconded by G. Wong, "That Bylaw P1188, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time."

"Carried"

44. RE07001 - Application for Rezoning, Crozier, 5653 Kitsuksis Road, Block B, District Lot 100, Alberni District, Plan 1757, except part in Plan 30576 and VIP59739, Electoral Area "E" (Beaver Creek).

Moved by P. Edwards, seconded by T. Bennett, "That the Board of Directors concur with the recommendation of the Beaver Creek Advisory Planning Commission and proceed with first reading of Bylaw P1189 subject to the following conditions:

- l) Meeting technical referral agency requirements, and,

that the public hearing for Bylaw No. P1189 be delegated to the Director for Electoral Area "E", her alternate Director or the Chairperson of the Regional District Board."

"Carried"

45. Moved by P. Edwards, seconded by T. Bennett, "That Bylaw P1189, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time."

"Carried"

46. Moved by M. Kokura, seconded by T. Bennett, "That staff be instructed to contact the Ministry of Transportation advising that Kitsuksis is a road, not a street, and request the Ministry to change the street signs to Kitsuksis Road."

"Carried"



47. DVE07004 - Development Variance Application, Gibson/Shoquist, 5787 Beaver Creek Road, Lot 2, District Lot 22, Alberni District, Plan 9720, Electoral Area "E" (Beaver Creek).

Moved by P. Edwards, seconded by T. Bennett, "That this correspondence be received and that the Board of Directors concur with the recommendation of the Beaver Creek Advisory Planning Commission and consider proceeding with development variance application DVE07004 which would vary the minimum lot width for proposed lot C from 165 feet (approximately 50.3 metres to 146 feet, approximately 44.8 metres) to allow for a proposed subdivision."

"Carried"

48. Administrative Memo regarding Development Variance Application DVE06013, Young, 5867 Falls Road, Lot A, Section 8, Alberni District, Plan 41745, Electoral Area "E" (Beaver Creek).

Moved by P. Edwards, seconded by P. Cote, "That this correspondence be received and that the Board of Directors concur with the recommendation of the Beaver Creek Advisory Planning Commission and issue Development Variance Permit No. DVE06013."

"Carried"

49. Administrative Memo regarding Great Central Lake Holdings.

Moved by P. Cote, seconded by T. Bennett, "That this correspondence be referred to the Sproat Lake Advisory Planning Commission for comments."

"Carried"

### **UNFINISHED BUSINESS**

50. Moved by T. Bennett, seconded by D. St. Jacques, "That the Alberni-Clayoquot Regional District Short Term Action Plan be received."

"Carried"

51. Moved by P. Cote, seconded by K. McRae, "That staff be instructed to contact the Province for an update on the grant application for the proposed Bell Road/Stuart Avenue Water system."

"Carried"



### **NEW BUSINESS**

52. Moved by T. Bennett, seconded by S. Ochman, "That the Board of Directors consider the following as a late item: staff investigate and report to the Board on utility billings for Bamfield properties owned by public entities."

"Carried"

53. Moved by S. Ochman, seconded by T. Bennett, "That staff be instructed to investigate and report back on utility billings for properties in Bamfield that are owned by public entities."

"Carried"

54. Moved by M. Kokura, seconded by T. Bennett, "That the following individuals be appointed to the Beaufort Advisory Planning Commission for a two year term: Todd Thompson, John Oosterom, Vicky Lee, Brian Thompson and Don Marin."

"Carried"

55. Moved by P. Edwards, seconded by T. Bennett, "That the following individuals be appointed to the Beaver Creek Advisory Planning Commission for a two year term: Wayne Hasler, Harold Carlson, Dave deMontreuil and Cindy Sjolholm."

"Carried"

56. Moved by P. Cote, seconded by T. Bennett, "That the following individuals be appointed to the Sproat Lake Advisory Planning Commission for a two year term: Derrick Cyr, Sharean Van Volsen, Diane Dvorak, Rene Lacoursiere and Lianne Saunders."

"Carried"

57. Director Cote handed out invitations to Directors and Staff to take part in the first ever Sproat Lake Paddlers Challenge between the Regional District and the City of Port Alberni on June 27<sup>th</sup>, 1:00 pm beginning at the Sproat Lake Community Hall on Bomber Base Road.

### **MEETING SCHEDULE**

58. Moved by T. Bennett, seconded by M. Kokura, "That the Regional District meeting schedule for the month of June 2007 be received."

"Carried"



**RECESS TO IN-CAMERA**

59. Moved by D. St. Jacques, seconded by P. Cote, "That the meeting be closed to the public to discuss matters relating to labour or other employee relations and litigation or potential litigation affecting the Regional District."

"Carried"

60. The meeting was closed to the public at 7:20 p.m.
61. The meeting was re-opened to the public at 7:59 p.m.
62. Moved by T. Bennett, seconded by D. St. Jacques, "That this meeting now stand adjourned."
63. The meeting adjourned at 8:00 p.m.

Certified Correct:

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Hira Chopra,  
Chairperson

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Robert A. Harper,  
Administrator