



**Alberni-Clayoquot Regional District
Quarterly Electoral Area Directors Meeting
Minutes**

Wednesday, September 17, 2008

Regional District Board Room

Present: Chairperson: Glenn Wong, Directors: Penny Cote, Patty Edwards, Tony Bennett, Mike Kokura, Stefan Ochman.

Staff: Bob Harper, Administrator, Wendy Thomson, Deputy Corporate Secretary, Mike Irg, Manager of Planning and Development, Drew Hadfield, Manager of Environmental Services.

1. The meeting was called to order at 1:16 p.m.

Minutes

2. Moved by T. Bennett, seconded by M. Kokura, "That the minutes from the Electoral Area Directors meeting held on May 17, 2008 be adopted as circulated."

"Carried"

Administration

3. Administrative memo regarding UBCM Community Tourism - Phase 2 Funding. Moved by T. Bennett, seconded by P. Edwards, "That this correspondence be received for information."

"Carried"

4. Moved by T. Bennett, seconded by S. Ochman, "That Electoral Area Directors recommend to the Board of Directors that Long Beach's portion of Phase 2 Community Tourism Funding in the amount of \$6,723.31 be allocated to the Willowbrae Park Project."

"Carried"

5. Moved by S. Ochman, seconded by P. Cote, "That Electoral Area Directors recommend to the Board of Directors that Bamfield's portion of Phase 2 Community Tourism Funding in the amount of \$6,723.31 be allocated to the completion of the Alberni Valley Welcoming sign."

"Carried"



6. Administrative Memo regarding Proposed Building Bylaw Amendments.
Mr. Irg provided Directors with an overview of the recommended changes to the Regional District Building Bylaw. Discussions ensued and Mr. Irg answered questions from Directors. Concerns regarding liability issues were discussed. Mr. Irg will run all of the recommended changes through the Regional District's lawyers before presenting an amended Building Bylaw for consideration by the Board of Directors.

7. Moved by T. Bennett, seconded by M. Kokura, "That the Electoral Area Directors recommend to the Regional District Board that the following amendments be made to the Building Bylaw:
 - a. The building permit includes (9) inspections and subsequent re-inspections are charged out at \$50.00 per inspection;
 - b. All permits will expire two (2) years from date of issuance with a one year grace period for existing building permits issued more than one (1) year ago;
 - c. An expired permit will not be renewed nor the fee refunded;
 - d. If construction is not completed when a permit expires, a new permit will be required for the remaining construction."

"Carried"

8. Moved by T. Bennett, seconded by S. Ochman, "That staff be instructed to investigate amending the Building Bylaw to include a fee of 'double' permit fee to a maximum of \$750.00 when construction is started without a permit and report back to the Board of Directors."

"Carried"

9. Administrative Memo regarding Development Variance Permits.
Mr. Irg spoke to his memo and outlined the current process of applying for a Development Variance. Discussions ensued.
Moved by T. Bennett, seconded by S. Ochman, "That this correspondence be received for information."

"Carried"

Reports



10. Director Ochman invited Directors to attend the Bamfield/Huu-ay-aht First Nation Community to Community Forum on September 20th in Bamfield. He handed out copies of a draft Huu-ay-aht First Nation Accord that will be discussed at the forum. Director Ochman asked Directors for comment and input. He said from the meeting on the 20th a Revitalization Committee will be formed with 3 Huu-ay-at First Nation representatives and 3 Bamfield representatives to work on setting up the Bamfield/Huu-ay-aht Development Corporation.
11. Moved by T. Bennett, seconded by P. Cote, "That the Regional District forward a letter of support to the Huu-ay-aht First Nation for the Bamfield Huu-ay-aht First Nation Accord."

"Carried"
12. The Administrator provided Directors with a quick update on the upcoming elections on November 15th. He advised that nomination packages are available and can be submitted between September 30th and October 10th.
13. Moved by P. Edwards, seconded by T. Bennett, "That this meeting now stand adjourned."

"Carried"
14. The meeting adjourned at 2:25 p.m.

Certified Correct:

Glenn Wong,
Chairperson

Bob Harper,
Administrator