ALBERNI-CLAYOQUOT REGIONAL DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES

WEDNESDAY, MARCH 24, 2010 REGIONAL DISTRICT BOARD ROOM

Present: Chairperson: Hira Chopra, Directors: Penny Cote, Tony Bennett, John Fraser, Ken McRae, Stefan Ochman, Eric Russcher, Glenn Wong, Patty Edwards, Alternate Director: Wayne Crowley

Regrets: Director: Mike Kokura

Staff: Wendy Thomson, Acting CAO, Tom Gowan, Finance Manager, Mike Irg, Manager of Planning and Development, Don Anderson, Manager of Environmental Services, Tracy Bond, Secretary

1. The meeting was called to order at 1:30 p.m.

PETITIONS, DELEGATIONS & PRESENTATIONS

2. Moved by E. Russcher, seconded by G. Wong, "That Mr. Robert Duncan, Hupacasath First Nation and Mr. John Fitzpatrick, Catalyst Paper be invited to address the Board."

"Carried"

3. Mr. Duncan reported on a March 12th meeting between the Hupacasath First Nation, Dept. of Fisheries and Oceans, Sigma Engineering and the Province regarding acquisition of Catalyst Paper's Dams at Great Central Lake. Cost of the project was significantly over budget due to the work the hatchery was looking at. The Department of Fisheries and Ocean were asked for money but they are unable to commit any monies. There was agreement and the project will go forward but will be scaled back. Many factors have contributed to the length of time this project has taken but the focus and priority is to have the Saddle Dam replaced by the end of 2010. The design will not take long. This will be an earth dam structure and should take 2 months to complete. An optimistic begin time should be July of this year. The cost will be just under 1 million dollars.

5. The Chairperson thanked the delegation for their presentation.

6. Moved by P. Edwards, seconded by S. Ochman, “That Ms. Wendy Maurer, Vancouver Island Economic Alliance be invited to address the Board.”

“Carried”

7. Ms. Maurer told Directors she was here today to invite them to come see the Vancouver Island Economic Alliance at the AVICC AGM in Powell River. The Vancouver Island Economic Alliance was formed in 2007 as a non-profit society and is working on a “Link Project.” This project is looking at linking Vancouver Island together through economic development. A collaborative process between all levels of government and non-government organizations that builds up the economic and social capacity of an area to improve its economic future and overall quality of life. A common vision of Vancouver Island with the ability to share information, work collectively on challenges and develop new initiatives. Project leaders are meeting with community leaders over the next few months and will putting together a document to be released in the summer of 2010.

8. The Chairperson thanked the delegation for their presentation.

9. Moved by K. McRae, seconded by P. Cote, “That Mr. Jim McManus be invited to address the Board.”

“Carried”

10. Mr. McManus advised the Board of Directors he was here today to speak on Development Variance Application DVE09008 (McLeman), 7285 Beaver Creek Road. Mr. McManus requested that this Development Variance be referred back to the Beaver Creek APC one more time in order for Mr. McManus to present his case.

11. The Chairperson thanked Mr. McManus for his presentation.

12. Moved by W. Crowley, seconded by E. Russcher, “That Mr. Ken Whiteman be invited to address the Board.”

“Carried”

13. Mr. Whiteman advised the Board of Directors he would be running for the Association of Vancouver Island and Coastal Communities Board of Directors at their Annual General Meeting in April. Mr. Whiteman requested support from Directors.

14. The Chairperson thanked Mr. Whiteman for his presentation.

ADOPTION OF MINUTES

15. Moved by T. Bennett, seconded by E. Russcher, "That the Minutes of the

Regular Board of Directors meeting held on February 24, 2010 be adopted as amended."

"Carried"

16. Moved by T. Bennett, seconded by S. Ochman, "That the Minutes of the Special Board of Directors meeting dated March 10, 2010 be adopted as circulated."

"Carried"

17. Moved by S. Ochman, seconded by T. Bennett, "That the To Do List as of March 17, 2010 be received."

"Carried"

COMMUNICATIONS/CORRESPONDENCE FOR ACTION

18. Correspondence dated March 9, 2010 from Coastal Community Network regarding renewal of the Regional District's 2010 membership.
Moved by K. McRae, seconded by P. Cote, "That the Board of Directors renew their yearly membership with Coastal Community Network at a cost of $4,599.60."

"Carried"

19. Correspondence dated February 22, 2010 from CUPE Local 118 regarding request to advise the Chamber of Commerce Executive of the Board's intent to support union members.
Moved by T. Bennett, seconded by E. Russcher, "That this correspondence be received."

"Carried"

20. Correspondence dated March 9, 2010 from the Ministry of Community and Rural Development regarding a request to sign the British Columbia Climate Action Charter.

Moved by T. Bennett, seconded by S. Ochman, “That a representative from the Ministry of Community and Rural Development be invited to meet with the Board of Directors to speak on the British Columbia Climate Action Charter.”

“Carried”

COMMUNICATIONS/CORRESPONDENCE FOR INFORMATION

21. Moved by E. Russcher, seconded by P. Cote, “That the following correspondence be received for information: Staples McDannold Stewart, re: Order in Council No. 104 - Tofino Airport Lands Subdivision Exemption Regulation, Ministry of Community and Rural Development/UBCM/Business Council of BC, re: Major Industrial Property Taxation Review Underway, Province of British Columbia, re: British Columbia's Water Act Modernization Discussion Paper, Island Corridor Foundation, re: Get On the Train! Workshop Series Registration Details, Canada Post, re: 2010 Canada Post Literacy Awards, The Real Estate Foundation of BC/VanCity, re: BC's Farming and Food Future: Local Government Toolkit for Sustainable Food Production.”

    “Carried”

22. Moved by G. Wong, seconded by K. McRae, “That the correspondence from the Real Estate Foundation of BC/VanCity regarding BC's Farming and Food Future: Local Government Toolkit for Sustainable Food Production be referred to the Agricultural Advisory Committee.”

    “Carried”

REPORTS:

23. Director Cote reported that the Vancouver Island Regional Library is in the process of working on a consolidated facilities masterplan.
    Moved P. Cote, seconded by G. Wong, “That this verbal report be received.”

    “Carried”

24. Director McRae reported on the March 18th Emergency Planning meeting. 911 had the wrong address for a fire on Taylor Arm. This is being looked into. Feedback from the recent Tsunami Advisory showed the event was handled smoothly. There was a problem on who to contact at the radio station but this problem has been solved.

Moved by K. McRae, seconded by E. Russcher, “That this verbal report be received.”

“Carried”

25. Director Wong advised that site preparation has started for the new Chamber of Commerce building. The Chamber of Commerce Annual General Meeting is scheduled for the second week of April. Should any Directors wish to attend or speak please advise G. Wong.
Moved by G. Wong, seconded by T. Bennett, “That this verbal report be received.”

“Carried”

26. Director McRae reported that the Annual General Meeting of the Coastal Communities Network is scheduled for Thursday, April 8th in conjunction with the Association of Vancouver Island and Coastal Communities AGM being held in Powell River, BC. Should any Director wish to run please put your name forward.
Moved by K. McRae, seconded by E. Russcher, “That this verbal report be received.”

“Carried”

27. Director McRae updated Directors on the West Island Woodlands Advisory Group. Canada has the largest number of people CSA certified. There was a presentation from the Forest Stewardship Council at the last meeting.
Moved by K. McRae, seconded by S. Ochman, “That this verbal report be received.”

“Carried”

28. Director McRae reported that there will be a meeting of the Island/Coastal Economic Trust this Friday, March 26th. The Athletic Hall and Pacifica University have both been turned down but have re-applied. Pacifica University is looking at research on Sturgeon and may be looking at locating on the West Coast.
Moved by K. McRae, seconded by E. Russcher, “That this verbal report be received.”

“Carried”

29. Director McRae reported on a recent meeting of the West Coast Aquatic Board. There were discussions on Barclay Sound Float Houses and discussion regarding a mandate for the West Coast Aquatic Board.

Moved by K. McRae, seconded by E. Russcher, “That this verbal report be received.”

“Carried”

30. Inspector Wellar advised there was nothing new to report and RCMP activities are progressing normally.

31. The Chairperson thanked Inspector Wellar for attending and presenting this report.

OTHER REPORTS

32. Director McRae reported on the March Mayor's Breakfast. Representatives from the Harmac mill in Nanaimo were guest speakers at the Breakfast Meeting. Harmac employees now own one third of the company. It cost each worker $25,000.00 and the Union put in $3 Million. The Union now has much more involvement and there is profit sharing. The price of pulp is sky rocketing so Harmac is expected to profit. There were presentations from several members including Western Forest Products, Alberni Valley Chamber of Commerce, Tseshaht First Nation, Nuu-chah-Nulth Tribal Council, Community Futures, Hupacasath First Nation, Catalyst Paper, Port Alberni & District Labour Council.

33. Director Wong reported on the Regional Hospital District's Health Advisory Meeting that took place earlier in the day. Some of the good news that was reported included the West Coast General Hospital Foundation is able to supply 13-15 overhead lifts for the medical and surgery areas of West Coast General Hospital. This includes the equipment and labour. Statistics from the latest patient satisfaction data show that Port Alberni ranks the highest on the Island with 92.9% of people rating overall inpatient care at WCGH as good, very good or excellent. Emergency room care was rated by 86% of people as good, very good or excellent.

34. Moved by G. Wong, seconded by K. McRae, “That these verbal reports be received.”

“Carried”

STAFF REPORTS

35. Moved by T. Bennett, seconded by S. Ochman, “That the Acting CAO Report for February/March 2010 be received.”

“Carried”

36. Moved by T. Bennett, seconded by P. Edwards, "That the Planning and Development Report for March 2010 be received."

"Carried"

37. Moved by E. Russcher, seconded by P. Edwards, "That the February 2010 Building Report be received."

"Carried"

38. Moved by T. Bennett, seconded by S. Ochman, "That the Manager of Environmental Services Report dated March 24, 2010 be received."

"Carried"

39. Moved by E. Russcher, seconded by P. Edwards, "That the Emergency Planning Coordinator Report dated March 17, 2010 be received."

"Carried"

ADMINISTRATION

40. Administrative Memo regarding Handi-Dart 2010/11 Annual Operating Agreement.
Moved by K. McRae, seconded by P. Edwards, "That the Board of Directors approve the Annual Operating Agreement between the Regional District, British Columbia Transit and Diversified Transportation Ltd. for the 2010/11 Fiscal Year."

"Carried"

41. Administrative Memo regarding Fire Strategic Plan - Selection of Consultant.
Moved by G. Wong, seconded by P. Edwards, "That the Board of Directors direct staff to enter into a contract with Dave Mitchell and Associates to develop a Fire Strategic Plan for the Alberni Valley and Bamfield for a price of $20,000.00 plus applicable taxes."

"Carried"

FINANCES

42. Moved by T. Bennett, seconded by P. Edwards, “That the Financial Statements dated January 1, 2010 to February 28, 2010 be received.”

“Carried”

43. Administrative Memo regarding Amendment to Tangible Capital Assets Policy. Moved by T. Bennett, seconded by K. McRae, “ That the Board of Directors amend the Tangible Capital Asset Policy to include additional asset categories as required by the auditors in completing an assessment of our new Tangible Capital Asset system.”

“Carried”

44. Administrative Memo regarding 2010 - 2014 Financial Plan - Custom Transit. Moved by K. McRae, seconded by P. Edwards, “That the Board of Directors amend the 2010 - 2014 Financial Plan, page 31 Custom Transit as follows:
    a. Line 2 - Tax Requisition be decreased from $125,083.00 to $109,357.00;
    b. Line 3 - Sales of Service be decreased from $39,974.00 to $38,025.00;
    c. Line 4 - Provincial Government Grant be increased from $261,353.00 to $268,232.00;
    d. Line 6 - Operating Costs be decreased from $429,872.00 to $419,076.00.”

“Carried”

45. Moved by P. Edwards, seconded by G. Wong, “That the Board of Directors amend the 2010 -2014 Financial Plan to include a one time Grant-In-Aid to the Pacific Rim Health Cooperative in the amount of $17,000.00 with the following areas participating:

Electoral Area “E” (Beaver Creek)	$5,000.00
Electoral Area “F” (Cherry Creek)	$5,000.00
Electoral Area “D” (Sproat Lake)	$5,000.00
Electoral Area “B” (Beaufort)	$2,000.00.”

“Carried”

46. Administrative Memo regarding 2010 - 2014 Financial Plan - General Government Services.
Moved by T. Bennett, seconded by S. Ochman, “That the Board of Directors

amend the 2010 - 2014 Financial Plan - General Government Services as follows:

a. Pg. 4 - Line 19, Recovery of Administration Costs - 2009 Actual - decrease from $274,991.00 to $272,991.00;
b. Pg. 4 - Line 1, Surplus (Deficit) from Prior Years decrease from $200,626.00 to $198,626.00;
c. Pg. 4 - Line 2, Tax Requisition - increase from $482,191.00 to $484,191.00."

"Carried"

47. Moved by T. Bennett, seconded by E. Russcher, "That Bylaw No. F1088, 2010 - 2014 Financial Plan be read a third time."

48. Moved by T. Bennett, seconded by K. McRae, "That Bylaw Nol F1088, 2010 - 2014 Financial Plan be amended as follows:

<u>2010 - 2014 Financial Plan, page 31 Custom Transit</u>

a. Line 2 - Tax Requisition be decreased from $125,083.00 to $109,357.00;
b. Line 3 - Sales of Service be decreased from$39,974.00 to $38,025.00;
c. Line 4 - Provincial Government Grant be increased from $261,353.00 to $268,232.00;
d. Line 6 - Operating Costs be decreased from $429,872.00 to $419,076.00

<u>One Time Grant-In-Aid to the Pacific Rim Health Cooperative</u>
$17,000.00 with the following areas participating:

Electoral Area "E" (Beaver Creek)	$5,000.00
Electoral Area "F" (Cherry Creek)	$5,000.00
Electoral Area "D" (Sproat Lake)	$5,000.00
Electoral Area "B" (Beaufort)	$2,000.00

<u>2010 - 2014 Financial Plan - General Government Services</u>

a. Pg. 4 - Line 19, Recovery of Administration Costs - 2009 Actual - decrease from $274,991.00 to $272,991.00;
b. Pg. 4 - Line 1, Surplus (Deficit) from Prior Years decrease from $200,626.00 to $198,626.00;
c. Pg. 4 - Line 2, Tax Requisition - increase from $482,191.00 to $484,191.00."

"Carried"

49. The main motion of third reading, as amended, was;

“Carried”

50. Moved by E. Russcher, seconded by S. Ochman, “That Bylaw F1088, 2010 - 2014 Financial Plan be adopted.”

“Carried”

51. Moved by T. Bennett, seconded by P. Edwards, “That the 2010 - 2014 Requisition Summary be received.”

“Carried”

52. Moved by T. Bennett, seconded by P. Edwards, “That the Percentage Analysis and Allocation be received.”

“Carried”

PLANNING MATTERS

53. RD09013 - Memo - Application to Change Covenanted Uses - La Rocque, Lot A, District Lot 140, Alberni District, Plan 7298, 7775 Pacific Rim Highway, Electoral Area “D” (Sproat Lake).
Moved by P. Cote, seconded by T. Bennett, “That a public meeting be held prior to the covenant change or removal to gather public input.”

“Carried”

54. SD09008 - Memo - Parkland Dedication - Lot 2, District Lot 148, Alberni District, Plan 9261, 9752 Lakeshore Road, Electoral Area “D” (Sproat Lake).
Moved by P. Cote, seconded by T. Bennett, “That the Board of Directors resolve that cash in lieu of parkland be provided by the owners of Lot 2, District Lot 148, Alberni District, Plan 9261 to meet the requirements of Section 941 of the Local Government Act.”

“Carried”

55. DVE09008, - Memo - Development Variance Application - Lot 1, District Lot 166, Alberni District, Plan 14621, 7285 Beaver Creek Road, Electoral Area “E”, (Beaver Creek).
Moved by P. Edwards, seconded by G. Wong, “That the Board of Directors

a. receive the Staff report;

b. approve a side yard variance from 15 feet to 3 feet for the portion of the accessory building built on the original foundation and to deny variance of the front and side yard setback requirement for the portion of the new foundation and accessory building addition that projects into the front yard."

"Carried"

56. RE09012 - Memo - (Kalugin) - District Lot 24, Alberni District except the west 10 chains thereof, and except the Right of Way of the Esquimalt and Nanaimo Railway Company as said Right of Way is shown on Plan Deposited Under DD 19321, 6210 Drinkwater Road, Electoral Area "E" (Beaver Creek).
Moved by P. Edwards, seconded by G. Wong, "That the report be received and that the Board proceed with First Reading of By-Laws P1246 and P1247 subject to;

a. further to the Registered On-site Wastewater Practitioners letter, formal confirmation that percolation test results show that the natural soils on site are capable of supporting in ground sewage disposal to Ministry of Health "Subdivision Regulations";

b. that the public hearing for By-Laws P1246 and {1247 be delegated to the Director for Electoral Area "E", Patricia Edwards, her alternate director or the Chairman of the Board as a delegate of the Regional Board;

c. and that the owners agree to a covenant that prevents the removal of vegetation from the approximate area highlighted on the attached map."

"Carried"

57. Moved by P. Edwards, seconded by G. Wong, "That By-Law P1246, Beaver Creek Official Community Plan Amendment be read a first time."

"Carried"

58. Moved by P. Edwards, seconded by G. Wong, "That By-Law P1247, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time."

"Carried"

59. Moved by W. Crowley, seconded by S. Ochman, "That Mr. Jim Reynolds be invited to address the Board."

"Carried"

60. Mr. Reynold spoke in favour of the Kalugin rezoning application.

61. PA10002 - Memo (City of Port Alberni), Municipal OCP and rezoning amendment Referral - Block 23, District Lot 132, Alberni District, Plan 1401A (PID No. 007-437-129)Applicants - D. and H. Koehle.
Moved by T. Bennett, seconded by K. McRae, "That the Regional District advise the City of Port Alberni that Regional District interests are unaffected, however, would recommend that any future development of the subdivision proposal comply to all requirements of the Land Title Act and requirements of all the technical referral agencies."

"Carried"

CHAIRPERSON REPORT

62. Moved by P. Edwards, seconded by T. Bennett, "That the Chairperson's report for March 2010 be received for information."

"Carried"

MEETING SCHEDULE

63. Moved by T. Bennett, seconded by P. Cote, "That the Regional District meeting schedule for the month April 2010 be received."

"Carried"

RECESS TO IN-CAMERA

64. Moved by E. Russcher, seconded by K. McRae, "That the meeting be closed to the public to discuss matters relating to:

a. Labour or other employee relations;

b. Litigation or potential litigation affecting the Regional District"

"Carried"

65. The meeting was closed to the public at 3:35 p.m.

66. The meeting was re-opened to the public at 4:52 p.m.

ADJOURN

67. Moved by G. Wong, seconded by , “That this meeting now stand adjourned.”

“Carried”

68. The meeting adjourned at 4:52 pm.

Certified Correct:

Hira Chopra, Chairperson	Wendy Thomson, Acting CAO