



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

WEDNESDAY, MARCH 23, 2011

REGIONAL DISTRICT BOARD ROOM

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

Regrets: Chairperson: Glenn Wong

Staff: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Deputy Corporate Officer, Teri Fong, Manager of Finance, Andrew McGifford, Assistant Accountant, Cara Connolly, Planner, Alex Dyer, Junior Planner/Bylaw Enforcement Officer.

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

PETITIONS, DLEGATIONS & PRESENTATIONS

2. *Moved by T. Bennett, seconded by E. Russcher, "That Mr. Fred Raven be invited to address the Regional District Board."*

"Carried"

3. Mr. Raven spoke against Development Variance Application DVE10003 – Godin, 6070 Kitsuksis Street, Electoral Area "E" (Beaver Creek).
4. The Vice-Chairperson thanked Mr. Raven for his presentation.

MINUTES

5. *Moved by J. Fraser, seconded by T. Bennett, "That the minutes from the regular Board of Directors meeting held on February 23, 2011 be adopted as circulated."*

"Carried"

6. *Moved by T. Bennett, seconded by E. Russcher, "That the minutes from the Special Board of Directors meeting held on February 23, 2011 be adopted as circulated."*

"Carried"

COMMUNICATIONS, CORRESPONDENCE – FOR ACTION

7. Letter dated March 15, 2011 from the Alberni Athletic Association requesting sponsorship.
Moved by S. Ochman, seconded by H. Chopra, "That the Board of Directors award a Special Events grant in the amount of \$1,000.00 to the Alberni Athletic Association for the purchase of 50 chairs for the new Athletic Hall."
- "Carried"*
8. Invitation from the Honourable Steven L. Point, Lieutenant Governor of BC to attend the Leadership Prayer Breakfast, May 6, 2011.
Moved by H. Chopra, seconded by E. Russcher, "That this correspondence be received."

"Carried"

COMMUNICATIONS, CORRESPONDENCE – FOR INFORMATION

9. *Moved by T. Bennett, seconded by E. Russcher, "That the following correspondence be received for information: Cherry Creek Waterworks District re: Fire Services Coordinator, West Coast Aquatic re: Draft National Framework for Canada's Network of MPAS, BC Government and Service Employees' Union re: Community Social Services Awareness Month, Union of British Columbia Municipalities re: Nation Public Works Week and Local Government Awareness Week, re: UBCM Welcomes Appointment of Hon. Ida Chong, Ministry of Transportation & Infrastructure re: Bamfield Road Maintenance Agreement, Fraser Basin Council re: Remote Community Implementation Program Notice of Funding and City of Port Alberni re: Notice for Public Comment."*

"Carried"

REPORTS

10. Director McRae provided an update on the Emergency Planning Committee and asked if the Armed Services have a plan to assist our communities in the event of a large earthquake or tsunami.
Moved by K. McRae, seconded by H. Chopra, "That the Board of Directors forward a letter to the MP asking what type of plan the Armed Services have in place to assist communities in the Alberni-Clayoquot Region in the event of a large disaster, such as an earthquake or tsunami."

"Carried"

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11. Director Bennett reported on the recent tsunami warning. He said that from the West Coast's perspective, the Emergency Planning partnership with Ucluelet worked very well. Director Bennett advised that the Provincial Emergency Website was not very good and did not provide very much information on the tsunami warning. Director Bennett recommended the Emergency Planning Committee explore setting up a facebook page.
12. The Vice-Chairperson reported on the Alberni Valley Chamber of Commerce. The Chamber has moved into their new building and will be having their first meeting in the new facility this Thursday at 7:00 am.
13. Director McRae provided an update on the Coastal Communities Network. He circulated minutes from the last regular meeting. The next meeting is scheduled for Thursday, April 7th, before the AVICC Convention in Sidney. Director McRae also reported on the Coastal Sustainable Trust.
Moved by K. McRae, seconded by E. Russcher, "That the Regional District Board request Patrick Marshall, Coastal Communities Network to investigate the Alberni-Clayoquot Regional District being part of the Coast Sustainable Trust."

"Carried"

14. Director McRae reported on the Island Coastal Economic Trust. The Trust is currently reviewing a number of projects. The will be lobbying the new Minister for additional funding.
15. *Moved by P. Cote, seconded by S. Ochman, "That all the verbal reports be received for information."*

"Carried"

16. *Moved by S. Ochman, seconded by P. Cote, "That the minutes from the February 28, 2011 Alberni Valley & Bamfield Financial Planning meeting be received."*

"Carried"

STAFF REPORTS

17. *Moved by T. Bennett, seconded by S. Ochman, "That the Chief Administrative Officer's report for March 2011 be received for information."*

"Carried"

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18. *Moved by T. Bennett, seconded by P. Cote, "That the Manager of Planning and Development report dated March 16, 2011 be received for information."*

"Carried"

19. *Moved by T. Bennett, seconded by P. Cote, "That the Building Report for the month of February 2011 be received for information."*

"Carried"

20. *Moved by T. Bennett, seconded by E. Russcher, "That the Staff Action Items as of March 16, 2011 be received for information."*

"Carried"

OTHER REPORTS

21. Director McRae reported on his attendance at the Save our Valley Alliance Meeting last night where they reviewed the Highlights of the AV Drinking Water Resource Guide. Director McRae also reported on problems with the railway line on Vancouver Island.

Moved by K. McRae, seconded by T. Bennett, "That these verbal reports be received."

"Carried"

ADMINISTRATION

22. Request for Decision regarding Bamfield Waste Recycling Contractor Agreement. *Moved by S. Ochman, seconded by T. Bennett, "That the Alberni-Clayoquot Regional District Board of Directors extend the Bamfield Waste Recycling Contractor Agreement with Suzanne Rompre for a one year term commencing April 15, 2011 and ending on April 14, 2012."*

"Carried"

23. Request for Decision regarding Long Beach Airport – Safety Management System Manual.

Moved by T. Bennett, seconded by P. Cote, "That the Alberni-Clayoquot Regional District Board of Directors adopt the Safety Management System Manual for the Long Beach Airport."

"Carried"

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24. Request for Decision regarding Selection Committee – Manager of Environmental Services.

Moved by T. Bennett, seconded by S. Ochman, "That the Board of Directors appoint the following individuals to the Selection Committee for the Manager of Environments Services position with the Alberni-Clayoquot Regional District:

- *Glenn Wong, Chairperson*
- *Russell Dyson, Chief Administrative Officer*
- *Wendy Thomson, Deputy Corporate Officer."*

"Carried"

25. Request for Decision regarding Right of Access Agreements – North and South Road, Salmon Beach.

Moved by T. Bennett, seconded by P. Cote, "That the Alberni-Clayoquot Regional District Board of Directors enter into the following Statutory Right of Way Agreements with the Toquaht Nation and authorize the Chairperson and the Chief Administrative Officer to sign the Agreements on behalf of the Regional District:

- a. *North Road Access into Salmon Beach*
- b. *South Road Access into Salmon Beach."*

"Carried"

26. Administrative Memo regarding Consideration of a Two-Phase Campfire Prohibition.

Moved by P. Cote, seconded by T. Bennett, "That this correspondence be received and staff be instructed to forward this information to the Volunteer Fire Departments in the region for input."

"Carried"

27. Request for Decision regarding Provincial Treaty Implementation Support.

Moved by P. Cote, seconded by H. Chopra, "That the Regional Board write to the Premier and Minister of Aboriginal Relations requesting funding to assist the Alberni-Clayoquot Regional District with costs relating to the Maa-nulth Treaty implementation, specifically, staff resources."

"Carried"

28. Request for Decision regarding the Salmon Beach Tender Recommendations.

Moved by T. Bennett, seconded by P. Cote, "That the Alberni-Clayoquot Regional District Board of Directors:

- a. *Award the Salmon Beach ditch construction, cleaning and culvert*

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installations to Deer Bay Contracting for a price of \$30,000.00 plus HST;

- b. Award the Salmon Beach Access and Internal Road Grading to Deer Bay Contracting to a maximum of \$16,000.00 as scheduled by the Contract Manger for Salmon Beach;*
- c. Award the Salmon Beach Roadway Alder Cutting to Deer Bay Contracting for a price of \$11,240.00 plus HST; and,*
- d. Endorse the recommendations of the Salmon Beach Committee for the 2011 maintenance and works as outlined in the March 23, 2011 report of the Chief Administrative Officer.”*

“Carried”

29. Request for Decision regarding Salmon Beach Septic Field and Bamfield Water System.

Moved by T. Bennett, seconded by K. McRae, “That the Alberni-Clayoquot Regional District Board of Directors enter into a License of Occupation Agreement with the Toquaht First Nation for the Salmon Beach Community Septic Field and authorize the Chairperson and Chief Administrative Officer to sign the License Agreement on behalf of the Regional District.”

“Carried”

30. *Moved by S. Ochman, seconded by K. McRae, “That the Alberni-Clayoquot Regional District Board of Directors enter into right of way agreements with an indefinite term with the Huu-ay-aht First Nation for the Bamfield Water System and authorize the Chairperson and Chief Administrative Officer to sign the Agreements on behalf of the Regional District.”*

“Carried”

31. *Moved by J. Fraser, seconded by T. Bennett, “That the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Federal and Provincial Government requesting future funding assistance for provision of water to IR#4 and request support from the Huu-ay-aht First Nation.”*

“Carried”

FINANCES

32. *Moved by J. Fraser, seconded by T. Bennett, "That the Alberni-Clayoquot Regional District Financial Statements dated January 1st to February 28, 2011 be approved."*

"Carried"

33. *Administrative Memo regarding 2011 to 2015 Financial Plan Bylaw.
Moved by T. Bennett, seconded by P. Edwards, "That this correspondence be received."*

"Carried"

34. *Moved by H. Chopra, seconded by T. Bennett, "That Bylaw F1093, 2011 – 2015 Financial Plan Bylaw be read a third time."*

35. *Moved by P. Cote, seconded by K. McRae, "That Bylaw F1093, 2011 – 2015 Financial Plan Bylaw be amended as follows:*

- Page 45, Sproat Lake Community Park, Line 7, Operating Costs be increased to a total of \$54,500.00."*

"Carried"

36. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw F1093, 2011 – 2015 Financial Plan be amended as follows:*

- Page 33, Alberni Valley Airport, Line 9, Contribution to Capital be decreased to a total of \$40,000.00."*

"Carried"

37. *Moved by S. Ochman, seconded by H. Chopra, "That Bylaw F1093, 2011 – 2015 Financial Plan be amended as follows:*

- Page 7, Bamfield Volunteer Fire Department, Line 6, Operating Costs reduced by \$5,000.00 for a total of \$54,500.00."*

"Carried"

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

"Carried"

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39. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw F1093, 2011 – 2015 Financial Plan be adopted."*

"Carried"

PLANNING

Electoral Area Directors Only

40. Rezoning Application RC10013 (Meekison), Newcombe Channel, Electoral Area "C" (Long Beach).

Moved by T. Bennett, seconded by P. Cote, "That Rezoning Application RC10013 be deferred to allow staff to research the development of the South Long Beach Official Community Plan."

"Carried"

41. Rezoning Application RT10014 (ACRD), Salmon Beach – Deck and Accessory Buildings, Electoral Area "C" (Long Beach).

Moved by T. Bennett, seconded by P. Cote, "That the staff report for Rezoning Application RT10014 be received and the Board of Directors:

- a. proceed with first reading of Bylaw P1273; and,*
- b. the public hearing for Bylaw P1273 be delegated to the Director for Electoral Area "C", his Alternate Director or the Chairperson of the Regional District Board."*

"Carried"

42. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw P1273, Regional District of Alberni-Clayoquot Zoning Text Amendment be read a first time."*

"Carried"

43. Temporary Use Permit (Mussel Beach Holdings Ltd.), Mussel Beach, Electoral Area "C" (Long Beach).

Moved by T. Bennett, seconded by P. Cote, "That the staff report for Temporary Use Permit, Mussel Beach be received and;

- a. the Regional District Board is, at this time, disposed to deny this application and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this Application should not be denied; and,*

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- b. *staff be instructed to contact the applicant to see if there are any other areas in Long Beach that may be suitable for their event.”*

“Carried”

44. Rezoning Application RD09013 (La Rocque), 7775 Pacific Rim Highway, Electoral Area “D” (Sproat Lake).

Moved by P. Cote, seconded by T. Bennett, “That the staff report regarding the covenant change at 7775 Pacific Rim Highway be received and the Board of Directors authorize the CAO to amend the existing covenant by:

- a. *Removing fruit and vegetable market from the list of permitted uses;*
b. *Adding a full service restaurant as a permitted use;*
c. *Limiting the number of bar/lounge patrons to a maximum of 16; and,*
d. *Limiting the hours of operation to 11:00 am until 10:00 pm.”*

“Carried”

45. *Moved by P. Cote, seconded by T. Bennett, “That the Public Hearing minutes for Rezoning Application RD09013 (La Rocque) be received.”*

“Carried”

46. Rezoning Application RT11002 (ACRD), Temporary Use Permits, Electoral Area “D” (Sproat Lake).

Moved by P. Cote, seconded by T. Bennett, “That Rezoning Application RT11002 be deferred until the next Board of Directors meeting, allowing the Sproat Lake APC to provide comments on the Application.”

“Carried”

47. Development Variance Application DVE10002, (Kriwokon), 5684 Grandview Road, Electoral Area “E” (Beaver Creek).

Moved by P. Edwards, seconded by T. Bennett, “That the Board of Directors consider issuing a development variance permit for relaxation of Section 6.2(4)(a) of the ACRD Zoning Bylaw to vary the building setback from the natural boundary of a watercourse from 30.48 metres (100 feet) to 15 metres (50 feet) subject to the applicants agreeing to include fencing and vegetation retention as recommended in attached registered professional biologist report.”

“Defeated”

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48. *Moved by P. Edwards, seconded by P. Cote, "That the Regional District Board is, at this time, disposed to deny Development Variance Application DVE10002 and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this Application should not be denied."*

"Carried"

49. Development Variance Application DVE10003 (Godin), 6070 Kitsuksis Street, Electoral Area "E" (Beaver Creek).
The Chief Administrative Officer read a letter from Andrea Peitler and Kameron Towe regarding concerns with Development Variance Application DVE10003. Copies of the letter were circulated to Directors.

Moved by T. Bennett, seconded by S. Ochman, "That the letter from Andrea Peitler and Kameron Towe regarding Development Variance Application DVE10003 be received."

"Carried"

50. *Moved by P. Edwards, seconded by T. Bennett, "That Development Variance Application DVE10003 (Godin) be deferred."*

"Carried"

51. Rezoning Application RE10012 (Turner), 6435 Fayette Road, Electoral Area "E" (Beaver Creek).

Moved by P. Edwards, seconded by P. Cote, "That Bylaw P1271, Beaver Creek Official Community Plan Bylaw be adopted."

"Carried"

52. *Moved by P. Edwards, seconded by T. Bennett, "That Bylaw P1272, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be adopted."*

"Carried"

53. Rezoning Application RF10015 (Hannah), 6390 Cherry Creek Road, Electoral Area "F" (Cherry Creek).

Moved by T. Bennett, seconded by S. Ochman, "That the staff report for rezoning application RF10015 be received and the Board of Directors:

- a. *proceed with first reading of Bylaw P1265 to rezone Lot B, District Lot 57, Alberni District, Plan 8307, except parts in Plans 14784 and 18388 from Small Holdings (A1) District to Acreage Residential (RA2) District; and,*

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- b. *the public hearing for Bylaw P1265 be delegated to the Director for Electoral Area “F” Cherry Creek, the Alternate Director or the Chairperson of the Regional District Board.”*

“Carried”

54. *Moved by T. Bennett, seconded by S. Ochman, “That Bylaw P1265, Regional District of Alberni-Clayoquot Zoning Amendment be read a first time.”*

“Carried”

55. Administrative Memo regarding Rezoning Application RT10008 (ACRD), All Electoral Areas, Greenhouse Gas Reduction.

Moved by T. Bennett, seconded by P. Cote, “That the Administrative Memo regarding Rezoning Application RT10008 be received and the Board of Directors delegate the Public Hearing for Bylaws P1252, P1253, P1254, P1255, P1256 and P1257 to Director Bennett to be held in the Board Room at the Regional District Office.”

“Carried”

56. Administrative Memo regarding Request for Proposals – Official Community Plan Updates for Electoral Area: “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek), “F” (Cherry Creek).

Moved by P. Cote, seconded by S. Ochman, “That the CAO be authorized to proceed with contracting the Official Community Plan Updates for Electoral Areas: “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek) to Landworks Consultants Inc. with the cost of the contract not to exceed \$56,325.00.”

“Carried”

57. Administrative Memo regarding Accessory Dwelling Units in the Alberni Valley.

Moved by P. Cote, seconded by S. Ochman, “That this correspondence be received.”

“Carried”

58. ALR Application AD10006 (Cisaroski), 7463 Hector Road, Electoral Area “D” (Sproat Lake).

Moved by P. Cote, seconded by T. Bennett, “That ALR Application AD10006 be deferred to allow staff to investigate the status of lower Hector Road.”

“Carried”

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59. Crown Referral Summary – Temporary Permit Application WC11001, lisaak Forest Products Ltd., Bedwell Sound, Electoral Area “C” (Long Beach).

Moved by T. Bennett, seconded by K. McRae, “That this correspondence be received and the Board of Directors recommend that Temporary Permit Application WC11001 be granted subject to:

- a. *Compliance with Helicopter Water Drop Zone Management Plan prepared for lisaak Forest Resources Ltd.; and,*
- b. *Compliance with all technical referral agency requirements.”*

“Carried”

60. Crown Referral Summary – Temporary Use Permit No. WC11002, lisaak Forest Products Ltd., Millar Channel, Electoral Area “C” (Long Beach).

Moved by T. Bennett, seconded by K. McRae, “That this correspondence be received and the Board of Directors recommend that Temporary Use Permit Application WC11002 be granted subject to:

- a. *Compliance with Helicopter Water Drop Zone Management Plan prepared for lisaak Forest Resources Ltd.; and,*
- b. *Compliance with all technical referral agency requirements.”*

“Carried”

61. Crown Referral Summary – License of Occupation Application WC11003, lisaak Forest Products Ltd., Vicinity of Ucluelet, Electoral Area “C” (Long Beach).

Moved by T. Bennett, seconded by K. McRae, “That this correspondence be received and the Board of Directors advise the Ministry of Natural Resource Operations that this proposal does not comply with existing Forest Rural (A4) District zoning and that it only be approved after the successful completion of a rezoning application to an appropriate commercial or industrial designation.”

“Carried”

CHAIRPERSON’S REPORT

62. *Moved by T. Bennett, seconded by S. Ochman, “That the Chairperson’s Report for the month of March 2011 be received for information.”*

“Carried”

UNFINISHED BUSINESS

63. Director Russcher reported on his attendance at the BC Hydro meeting in Campbell River. BC Hydro listened to several different proposed hydro projects and then advised that none of the proposed projects fit within BC Hydro's plans.

Moved by P. Cote, seconded by W. Crowley, "That the Board of Directors invite BC Hydro to meet with the ACRD Board to discuss their future plans."

"Carried"

MEETING SCHEDULE

64. *Moved by J. Fraser, seconded by P. Cote, "That the meeting schedule for the month of April 2011 be received."*

"Carried"

65. *Moved by K. McRae, seconded by S. Ochman, "That the meeting be closed to the public to discuss matters relating to:*

- a. receiving advice from the Regional District Solicitor that is subject to solicitor/client privilege including communications necessary for that purpose; and,*
- b. labour or other employee relations."*

"Carried"

66. The meeting was closed to the public at 3:25 p.m.

67. The meeting was re-opened to the public at 3:51 p.m.

ADJOURNMENT

68. *Moved by T. Bennett, seconded by P. Cote, "That this meeting now stand adjourned."*

"Carried"

69. The meeting adjourned at 3:51 p.m.

Certified Correct:

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Patty Edwards,
Vice-Chairperson

Russell Dyson,
Chief Administrative Officer