



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### BOARD OF DIRECTORS MEETING MINUTES

**WEDNESDAY, JULY 27, 2011**

**REGIONAL DISTRICT BOARD ROOM**

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- Present: Chairperson: Glenn Wong, Directors: Tony Bennett, Hira Chopra, Penny Cote, Patty Edwards, John Fraser, Mike Kokura, Ken McRae, Stefan Ochman, Eric Russcher, NTC Rep: Willard Gallic.
- Staff: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Manager of Administrative Services, Mike Irg, Manager of Planning and Development, Teri Fong, Manager of Finance.
- Other: Staff Sergeant Murray, Port Alberni RCMP Detachment  
John Jack, Councillor, Huu-ay-aht First Nations

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

#### **ADOPTION OF MINUTES**

2. *Moved by M. Kokura, seconded by J. Fraser, "That the minutes from the regular Board of Directors meeting held on June 22, 2011 be adopted as circulated."*

*"Carried"*

3. *Moved by E. Russcher, seconded by T. Bennett, "That the minutes from the Special Board of Directors meeting held on July 13, 2011 be adopted as circulated."*

*"Carried"*

#### **COMMUNICATION/CORRESPONDENCE – FOR ACTION**

4. Correspondence dated June 16, 2011 from Premier Christy Clark regarding September UBCM convention.  
*Moved by M. Kokura, seconded by K. McRae, "That this letter be received."*

*"Carried"*

5. Memo dated July 11, 2011 from UBCM regarding Electoral Area Directors' Forum 2011.

*Moved by T. Bennett, seconded by M. Kokura, "That this memo be received."*

*"Carried"*

6. Memorandum dated July 22, 2011 from Ministry of Community, Sport and Cultural Development regarding the 2011 UBCM Convention.  
*Moved by T. Bennett, seconded by M. Kokura, "That the Regional District request a meeting at the UBCM Convention with the Minister of Aboriginal Relations and Reconciliation regarding the following:*
- a. *The property at the Tofino/Ucluelet junction;*
  - b. *Funding to assist local governments with costs associated with treaty implementation including First Nations joining Regional Districts as participating members."*

*"Carried"*

#### **COMMUNICATION/CORRESPONDENCE – FOR INFORMATION**

7. *Moved by M. Kokura, seconded by T. Bennett, "That the following correspondence be received for information: Minister of Community, Sport and Cultural Development re: Small Community Investment Fund, Emcon Summer Maintenance Update Newsletter, City of Port Alberni re: Regional Water Supply Participation, Island Timberlands re: Road Construction Plan, Powell River Regional District re: Coastal Regional Districts join together to express concern with BC Ferry Service during meeting with Minister of Transportation and Infrastructure."*

*"Carried"*

8. *Moved by J. Fraser, seconded by T. Bennett, "That the Board of Directors forward a letter to Emcon Services requesting that the side lines on Highway #4 from Sproat Lake to the West Coast be re-painted."*

*"Carried"*

#### **REPORTS**

9. W. Gallic provided an update on the Nuu-chah-nulth Tribal Council.  
*Moved by J. Fraser, seconded by T. Bennett, "That this verbal report be received."*

*"Carried"*

10. Director Bennett provided an update on the Coastal Communities Network. A joint meeting is being arranged in conjunction with the First Nations Summit and

UBCM Convention. Invitations will be sent out to Regional District Directors shortly.

*Moved by T. Bennett, seconded by P. Cote, "That this verbal report be received."*

*"Carried"*

11. Director McRae reported that he and R. Dyson met with Island Timberlands recently to look at their cut blocks. A new road is being put in by Coombs Country Candy. Director McRae has requested a copy of their long term plans.

*Moved by K. McRae, seconded by H. Chopra, "That this verbal report be received."*

*"Carried"*

12. Director McRae reported on the Island Coastal Economic Trust. The Board met two weeks ago and received two presentations on projects from the Alberni Valley.

*Moved by K. McRae, seconded by E. Russcher, "That this verbal report be received."*

*"Carried"*

13. Director Bennett provided an update on the West Coast Aquatic Board. The Board is currently looking for an Executive Director. A retreat is being planned for this fall to discuss the future of West Coast Aquatic.

*Moved by T. Bennett, seconded by M. Kokura, "That this verbal report be received."*

*"Carried"*

14. Director McRae provided an update on the Island Corridor Foundation. Funds were received from the Provincial Government, but nothing from the Federal Government. The Foundation will be meeting with two Cabinet Ministers to discuss funding for the Island Corridor Foundation.

*Moved by K. McRae, seconded by P. Edwards, "That this verbal report be received."*

*"Carried"*

15. Inspector Murray, Port Alberni RCMP answered questions from Directors. He spoke regarding car thefts in the Bamfield area. The RCMP are utilizing the Alberni Valley Crime Stoppers website. Councillor John Jack, Huu-ay-aht First Nations (HFN) advised that the HFN is exploring with Parks Canada, developing secure parking on First Nations lands at the West Coast Trail head.

*Moved by H. Chopra, seconded by S. Ochman, "That this verbal report be received."*

*"Carried"*

### **OTHER REPORTS**

16. Director Ochman reported on his attendance at the Local Marine Advisory Committee meeting in Ucluelet recently. They reviewed the Terms of Reference and rolls/responsibilities of the Co-Chair.

*Moved by S. Ochman, seconded by P. Edwards, "That this verbal report be received."*

*"Carried"*

17. Director Ochman reported on the Bamfield Road Safety Association. They have a meeting coming up with the Ministry of Transportation to discuss the condition of the Road and to request a copy of the Road Agreement which they have been promised.

*Moved by S. Ochman, seconded by P. Edwards, "That this verbal report be received."*

*"Carried"*

### **STAFF REPORTS**

18. *Moved by T. Bennett, seconded by M. Kokura, "That the July 2011 CAO Report be received."*

*"Carried"*

19. *Moved by T. Bennett, seconded by M. Kokura, "That the Planning and Development Report for June 2011 be received."*

*"Carried"*

20. *Moved by P. Edwards, seconded by T. Bennett, "That the June 2011 Building Report be received."*

*"Carried"*

21. *Moved by T. Bennett, seconded by K. McRae, "That the Finance Department Staff report dated June 13, 2011 be received."*

*“Carried”*

22. *Moved by P. Edwards, seconded by E. Russcher, “That the Staff Action Items as of June 15, 2011 be received.”*

*“Carried”*

### **ADMINISTRATION**

23. Request for Decision regarding Bylaw A1072, Elections Bylaw, 2011.  
*Moved by T. Bennett, seconded by P. Edwards, “That this correspondence be received.”*

*“Carried”*

24. *Moved by M. Kokura, seconded by J. Fraser, “That Bylaw A1072, Elections Bylaw, 2011 be read a first time.”*

*“Carried”*

25. *Moved by Kokura, seconded by J. Fraser, “That Bylaw A1072, Elections Bylaw, 2011 be read a second time.”*

*“Carried”*

26. *Moved by S. Ochman, seconded by P. Cote, “That Bylaw A1072, Elections Bylaw, 2011 be read a third time.”*

*“Carried”*

27. *Moved by M. Kokura, seconded by P. Cote, “That Bylaw A1072, Elections Bylaw, 2011 be adopted.”*

*“Carried”*

28. Director Russcher left the meeting at 2:25 p.m. due to a potential conflict of interest.

29. Request for Decision regarding Security Issuing Bylaw F1095.  
*Moved by J. Fraser, seconded by T. Bennett, “That this correspondence be received.”*

*“Carried”*

30. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw F1095, Security Issuing Bylaw be read a first time."*

*"Carried"*

31. *Moved by T. Bennett, seconded by P. Edwards, "That Bylaw F1095 Security Issuing Bylaw be read a second time."*

*"Carried"*

32. *Moved by S. Ochman, seconded by P. Edwards, "That Bylaw F1095, Security Issuing Bylaw be read a third time."*

*"Carried"*

33. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw F1095, Security Issuing Bylaw be adopted."*

*"Carried"*

34. *Director Russcher re-entered the meeting at 2:27 p.m.*

35. Request for Decision regarding Security Issuing Bylaw F1096.  
*Moved by E. Russcher, seconded by T. Bennett, "That this correspondence be received."*

*"Carried"*

36. *Moved by T. Bennett, seconded by M. Kokura, "That Bylaw F1096, Security Issuing Bylaw be read a first time."*

*"Carried"*

37. *Moved by S. Ochman, seconded by M. Kokura, "That Bylaw F1096 Security Issuing Bylaw be read a second time."*

*"Carried"*

38. *Moved by M. Kokura, seconded by P. Edwards, "That Bylaw F1096, Security Issuing Bylaw be read a third time."*

*"Carried"*

39. *Moved by T. Bennett, seconded by P. Cote, "That Bylaw F1096, Security Issuing Bylaw be adopted."*

*"Carried"*

40. Request for Decision regarding 2011 – 2015 Financial Plan Amendment for SLVFD Water Line, *Bylaw F1093-1.*  
*Moved by P. Cote, seconded by P. Edwards, "That this correspondence be received."*

*"Carried"*

41. *Moved by P. Cote, seconded by P. Edwards, "That Bylaw F1093-1, Sproat Lake Volunteer Fire Department Water Line be read a first time."*

*"Carried"*

42. *Moved by T P. Cote, seconded by P. Edwards, "That Bylaw F1093-1, Sproat Lake Volunteer Fire Department Water Line be read a second time."*

*"Carried"*

43. *Moved by P. Cote, seconded by T. Bennett, "That Bylaw F1093-1, Sproat Lake Volunteer Fire Department Water Line be read a third time."*

*"Carried"*

44. *Moved by P. Cote, seconded by T. Bennett, "That Bylaw F1093-1, Sproat Lake Volunteer Fire Department Water Line be adopted."*

*"Carried"*

45. Request for Decision regarding Log Train Trail.  
*Moved by M. Kokura, seconded by K. McRae, "That the Alberni-Clayoquot Regional District Board of Directors direct the Chief Administrative Officer to undertake improvements to the Log Train Trail southeast of Hal Creek with the cooperation of TimberWest and qualified contractors and the Regional District contribution \$5,000.00 for the work from the Alberni Valley Grants-In-aid - Log Train Trail fund."*

*"Carried"*

46. Administrative Memorandum regarding Vancouver Island Regional Library.  
*Moved by P. Cote, seconded by P. Edwards, "That this correspondence be received and referred to the next Electoral Area Directors Meeting."*

*“Carried”*

47. Request for decision regarding Long Beach Airport Access Road Paving.  
*Moved by T. Bennett, seconded by E. Russcher, “That the Alberni-Clayoquot Regional District Board of Directors award the contract for the Long Beach Airport Access Road Paving Project to Rayner & Bracht Construction in the amount of \$159,940.00 plus HST and authorize the Chairperson and Chief Administrative Officer to enter into the Contract on behalf of the Alberni-Clayoquot Regional District.”*

*“Carried”*

48. Request for Decision regarding Long Beach Airport Hydro Geological Groundwater Evaluation.  
*Moved by T. Bennett, seconded by M. Kokura, “That the Alberni-Clayoquot Regional District Board of Directors award the contract to GW Solutions to undertake a hydrogeological groundwater evaluation at the Long Beach Airport for a maximum cost of \$65,216.00 including HST and authorize the Chairperson and Chief Administrative Officer to enter into the Contract on behalf of the Alberni-Clayoquot Regional District.”*

*“Carried”*

### **FINANCES**

49. *Moved by T. Bennett, seconded by P. Edwards, “That the Financial Statements dated January 1<sup>st</sup> to June 30, 2011 be approved.”*

*“Carried”*

### **PLANNING**

50. DVE11004 – Development Variance Application (Gitleman/Hawkins/Moore), Lots 29 through 38 inclusive, Block 2, District Lot 100, Alberni District, Plan 1488, Arvay Road, Electoral Area “E” (Beaver Creek).  
*Moved by S. Ochman, seconded by P. Edwards, “That the Board of Directors issue Development Variance Permit No.DVE11004.”*

*“Carried”*

51. DPF11001 - Development Permit Application (Morton), Lot A, District Lot 245, Alberni District, Plan 20448, 6800 Desmond Road, Electoral Area “F” (Cherry Creek).

*Moved by G. Wong, seconded by M. Kokura, "That this correspondence be received and the Board of Directors authorize the Chief Administrative Officer to issue Development Permit No.DPF11001."*

*"Carried"*

52. DVF11006 – Development Variance Application, (VanVliet), Lot B, District Lot 57, Alberni District, Plan 8307, Except Parts in Plans 14784 and 18388, 6390 Cherry Creek Road, Electoral Area "F" (Cherry Creek).

*Moved by G. Wong, seconded by P. Edwards, "The this correspondence be received and the Board of Directors concur with the recommendation of Planning Staff and consider granting development variance DVF11006, which is a 6 foot variance of Section 200 – Schedule No. II – Bulk and Site Regulations to vary the required lot width for RA2 zoned properties from 120 feet to 114 feet for this property: the proposed two (2) lots."*

*"Carried"*

53. RT10008, Rezoning Application, (ACRD), All Electoral Areas.  
*Moved by P. Cote, seconded by M. Kokura, "That Bylaw P1252, Sproat Lake Official Community Plan Amendment be adopted."*

*"Carried"*

54. *Moved by S. Ochman, seconded by T. Bennett, "That Bylaw P1253, Bamfield Official Community Plan Amendment be adopted."*

*"Carried"*

55. *Moved by M. Kokura, seconded by P. Cote, "That Bylaw P1254, Beaufort Official Community Plan Amendment be adopted."*

*"Carried"*

56. *Moved by P. Edwards, seconded by P. Cote, "That Bylaw P1256, Beaver Creek Official Community Plan Amendment be adopted."*

*"Carried"*

57. *Moved by T. Bennett, seconded by P. Edwards, "That Bylaw P1257, Cherry Creek Community Plan be adopted."*

*"Carried"*

58. RT11001, Rezoning Application. Text Amendment for Lot Line Adjustments.

*Moved by T. Bennett, seconded by P. Edwards, "That Bylaw P1276, Regional District of Alberni-Clayoquot Zoning Text Amendment be adopted."*

*"Carried"*

59. LF11009 – Crown Referral License of Occupation to facilitate the development of a run-of-the-river hydroelectric project on Franklin River, (Tseshaht First Nation).  
*Moved by G. Wong, seconded by E. Russcher, "That this correspondence be received and the Board of Directors concur with the recommendation of Planning Staff and recommend that the license for Crown Referral No LF11009 be issued subject to meeting all the requirements of all referral agencies."*

*"Carried"*

### **CHAIRPERSON'S REPORT**

60. *Moved by E. Russcher, seconded by P. Edwards, "That the Chairperson's Report for the month of July 2011 be received."*

*"Carried"*

### **NEW BUSINESS**

61. *Moved by S. Ochman, seconded by M. Kokura, "That the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Minister of Community, Sport and Cultural Development and the Minister of Finance, with a copy to the MLA, requesting a substantial reduction in the 5.25% fee charged by the Surveyor of Taxes for the collection of rural taxes for Regional Districts."*

*"Carried"*

### **MEETING SCHEDULE**

62. *Moved by M. Kokura, seconded by T. Bennett, "That the ACRD meeting schedule for August 2011 be received."*

*"Carried"*

63. *Moved by T. Bennett, seconded by M. Kokura, "That the meeting be closed to the public to discuss matters relating to the following:*

- a. Litigation or potential litigation affecting the Regional District, and;*
- b. Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their*

*preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.”*

*“Carried”*

64. The meeting was closed to the public at 3:08 p.m.
65. The meeting was re-opened to the public at 3:45 p.m.
66. *Moved by E. Russcher, seconded by S. Ochman, “That this meeting now stand adjourned.”*

*“Carried”*

67. The meeting adjourned at 3:46 p.m.

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer