



## **ALBERNI-CLAYOQUOT REGIONAL DISTRICT**

### **BOARD OF DIRECTORS MEETING MINUTES**

**WEDNESDAY, OCTOBER 26, 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, Stefan Ochman, Eric Russcher, Alternate Director: Cindy Solda.

Other: John Jack, Councillor, Huu-ay-aht First Nation

Regrets: Director: Ken McRae

Staff: Russell Dyson, Chief Administrative Officer, Mike Irg, Manager of Planning and Development, Teri Fong, Manager of Finance, Tracy Bond, Secretary.

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

#### **PETITIONS, DELEGATIONS & PRESENTATIONS**

2. Chairperson Glenn Wong presented John Thomas with a five years of service vest and thanked Mr. Thomas for his service to the Alberni-Clayoquot Regional District.
3. *Moved by J. Fraser, seconded by M. Kokura, "That Mr. Dave Reid, HB Lanark be invited to address the Board."*

*"Carried"*

4. Mr. Reid conducted a power point presentation on the need for Regional Parks and Trail Master Plans for Regional Districts. A master plan looks at the value of regional parks and trails. A master plan identifies opportunities and supports acquisition of significant sites and environmentally sensitive areas. A plan sets priorities and creates a vision for communities. A master plan enables Regional Districts to identify potential funding opportunities and secure funds. Both the Cowichan Valley Regional District and the Nanaimo Regional District have a Regional Park and Trail Master Plan. Both Regional Districts have secured grant money and have increased their number of parks and trails. Work was completed by both volunteers and contractors. A complete plan would cost approximately \$70 thousand and the first part of the plan, a strategy, would cost approximately \$25 to \$30 thousand. Mr. Reid answered questions from Directors. R. Dyson, CAO, Alberni-Clayoquot Regional District indicated that this presentation was made for the Board to consider a Regional Parks Plan as a potential Gas Tax project. Further consideration will be given during the budget process.

5. The Chairperson thanked Mr. Reid for his presentation.

**ADOPTION OF MINUTES**

6. *Moved by M. Kokura, seconded by T. Bennett, "That the minutes from the regular Board of Directors meeting held on October 5, 2011 be adopted as circulated."*

*"Carried"*

**COMMUNICATION/CORRESPONDENCE – FOR ACTION**

7. Correspondence dated September 28, 2011 from the Federation of Canadian Municipalities regarding Membership Fee for 2012-2013.  
*Moved by M. Kokura, seconded by C. Solda, "That the Alberni-Clayoquot Regional District renew membership in the Federation of Canadian Municipalities for the year 2012-2013 in the amount of \$4,577.00 ."*

*"Carried"*

8. Correspondence dated July 27, 2011 from the B.C. Ferry Authority requesting nominations for appointment to the B.C. Ferry Authority Board of Directors. The Board of Directors requested that Chairperson Wong ask the Regional Districts Chairs group to submit one name for nomination for appointment to the B.C. Ferry Authority Board of Directors.

**COMMUNICATION/CORRESPONDENCE – FOR INFORMATION**

9. *Moved by P. Edwards, seconded by P. Cote, "That the following correspondence be received for information: BC Hydro, re: BC Government's Review of BC Hydro, Office of the Prime Minister, re: First Nations Treaty Process in BC, Vancouver Island Health Authority, re: News Release on New Mobile MRI Service to be Established on Vancouver Island, BC Hydro, re: Vancouver Island Community Relations 2011 Annual Report, Canada Environmental Assessment Agency and BC Environmental Assessment Office, re: Proposed Raven Underground Coal Mine Project, CUPE BC, re: Information on Bill 7, Local Government Elections Act, Municipal Finance Authority of BC, re: Fall Debenture Issue, BC Treaty Commission, re: Annual Report 2011, Kackaamin Family Development Centre, re: Grant-in-aid Thank you, Union of British Columbia Municipalities, re: UBCM Convention Thank you."*

*"Carried"*

## REPORTS

10. Director Cote provided an update on the Vancouver Island Regional Library Board. Director Cote advised that at the Vancouver Island Regional Library Board meeting she voted against a higher Vancouver Island Regional Library Board Budget.  
*Moved by P. Cote, seconded by C. Solda, "That the written and verbal report on the Vancouver Island Regional Library Board be received."*  
  
*"Carried"*
11. Director Bennett advised that the next meeting of the Central West Coast Forest Society will be held on Friday, October 28, 2011.
12. Director Cote reported on the Emergency Planning Committee. Director Cote participated in the Shake Out BC Drill on Thursday, October 20<sup>th</sup> at 10:20 am. Director Cote attended the Regional District and First Nations Community to Community Forum on Emergency Planning on October 13, 2011. This was a successful event.  
*Moved by P. Cote, seconded by P. Edwards, "That Minutes from the September 22, 2011 Emergency Planning Committee meeting and this verbal report be received."*  
  
*"Carried"*
13. Director Bennett advised that the next meeting of the Coastal Community Network meeting is scheduled for Thursday, November 3, 2011 in Nanaimo. Director Bennett will advise once the location is determined.
14. Director Ochman advised that he recently attended a visit of the APD and Somass Mills with the West Island Woodlands Advisory Group.  
*Moved by S. Ochman, seconded by M. Kokura, "That this verbal report be received."*  
  
*"Carried"*
15. Director Bennett advised that a tentative meeting of the West Coast Aquatic Board is scheduled for November 4, 2011.
16. Director Russcher reported on the Clayoquot Biosphere Trust. The fund now has \$12.9 Million up from the original \$12 Million. The Fund should have approximately \$15 Million but the downturn in the stock market has had a negative effect.

*Moved by E. Russcher, seconded by M. Kokura, "That this verbal report be received."*

*"Carried"*

### **OTHER REPORTS**

17. Director Cote advised that she attended the recent BC Transit Stakeholders meeting. Rural areas would like bus service. Director Cote also attended the recent BC Transit Open House where she discussed bus service in the rural areas. Director Cote advised that Province decides bus service on a point system. In order to receive points the Official Community Plans must specify residents are requesting bus service. Director Cote would like to invite BC Transit to make a presentation to the Regional District on bus service in rural areas.

*Moved by P. Cote, seconded by C. Solda, "That this verbal report be received and that BC Transit be invited to make a presentation regarding bus service in rural areas to the Alberni-Clayoquot Regional District Board of Directors."*

*"Carried"*

18. Director Cote reported on a recent tour with the Ministry of Transportation of the McCoy Lake Culvert. The Ministry is looking at replacing the culvert rather than the bridge. This would be one quarter of the cost. The tour also looked at the Lakeshore Bridge. This new bridge is extremely narrow with not enough access for vehicles in both directions and pedestrians. The Ministry will look into this.

*Moved by P. Cote, seconded by C. Solda, "That this verbal report be received."*

*"Carried"*

19. Director Cote reported that on Sunday, October 16, 2011 Sproat Lake residents conducted a 'Clean Water and Beaches Day'. The event took place between 10 am and 4 pm and volunteers worked and cleaned. The event was very successful. Many thanks to the Alberni-Clayoquot Regional District for waiving landfill fees for the day.

*Moved by P. Cote, seconded by C. Solda, "That this verbal report be received."*

*"Carried"*

### **STAFF REPORTS**

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

*"Carried"*

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

*"Carried"*

22. *Moved by M. Kokura, seconded by E. Russcher, "That the Building Report for September 2011 be received."*

*"Carried"*

23. *Moved by E. Russcher, seconded by M. Kokura, "That the Finance Department Report dated October 19, 2011 be received."*

*"Carried"*

24. *Moved by S. Ochman, seconded by P. Edwards, "That the Staff Action Items as of October 19, 2011 be received."*

*"Carried"*

### **ADMINISTRATION**

25. Request for Decision regarding 2012 Long Beach Recreation Cooperative Tax Exemption.

*Moved by P. Cote, seconded by E. Russcher, "That this correspondence be received."*

*"Carried"*

26. *Moved by T. Bennett, seconded by E. Russcher, "That Bylaw F1098, 2012 Long Beach Recreation Cooperative Tax Exemption Bylaw be read a first time."*

*"Carried"*

27. *Moved by E. Russcher, seconded by T. Bennett, "That Bylaw F1098, 2012 Long Beach Recreation Cooperative Tax Exemption Bylaw be read a second time."*

*"Carried"*

28. *Moved by T. Bennett, seconded by J. Fraser, "That Bylaw F1098, 2012 Long Beach Recreation Cooperative Tax Exemption Bylaw be read a third time."*

*"Carried"*

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29. *Moved by J. Fraser, seconded by E. Russcher, That Bylaw F1098, 2012 Long Beach Recreation Cooperative Tax Exemption Bylaw be adopted.*

*“Carried”*

30. Administrative Memo regarding Appointment of a Director for Electoral Area ‘A’ Bamfield.

*Moved by T. Bennett, seconded by M. Kokura, “That the Board of Directors of the Alberni-Clayoquot Regional District proceed with the appointment of a Director for Electoral Area ‘A’ pursuant to Section 78 LGA with nominations to be brought forward as detailed in the Chief Election Officers report of October 26, 2011.”*

*“Carried”*

31. Administrative Memo regarding 2011 Local Government Election.

*Moved by M. Kokura, seconded by T. Bennett, “That the Board of Directors receive the notice and declarations regarding the 2011 Local Government Election for the Alberni-Clayoquot Regional District and School District No. 70 (Alberni).*

*“Carried”*

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

*Moved by S. Ochman, seconded by P. Edwards, “That the Board of Directors appoint the following individuals to the Selection Committee for the Manager of Environmental Services position with the Alberni-Clayoquot Regional District:*

*Russell Dyson, Chief Administrative Officer*

*Wendy Thomson, Manager of Administrative Services*

*Glenn Wong, Chairperson*

*“Carried”*

33. Request for Decision regarding Bamfield Water System Leak Policy.

*Moved by S. Ochman, seconded by P. Edwards, “That the Board of Directors adopt the Bamfield Water System Leak Policy as recommended by the Bamfield Water Committee.”*

*“Carried”*

34. Request for Decision regarding Board Remuneration Review Committee.

*Moved by T. Bennett, seconded by C. Solda, “That the Board of Directors ask three former Board members to review Bylaw A1066, cited as ‘Board Remuneration, Expenses and Benefits Bylaw No. A1066, 2008’, and provide their advice on changes, if any, that should be made to the bylaw, and further*

*that the Chairperson select the three individuals to conduct this review and that an opportunity is provided for current Directors to speak to the Review Committee.”*

*“Carried”*

35. Request for Decision regarding Arvay Road Street Lighting Bylaw Amendment.  
*Moved by P. Edwards, seconded by P. Cote, “That this correspondence be received.”*

*“Carried”*

36. *Moved by P. Edwards, seconded by M. Kokura, “That Bylaw No. 766-1, Arvay Road Street Lighting Service Amendment be read a first time.”*

*“Carried”*

37. *Moved by P. Edwards, seconded by M. Kokura, “That Bylaw No. 766-1, Arvay Road Street Lighting Service Amendment be read a second time.”*

*“Carried”*

38. *Moved by P. Edwards, seconded by M. Kokura, “That Bylaw No. 766-1, Arvay Road Street Lighting Service Amendment be read a third time.”*

*“Carried”*

39. Request for Decision regarding Long Beach Airport Authority.  
*Moved by J. Fraser, seconded by T. Bennett, “That this correspondence be received.”*

*“Carried”*

40. *Moved by T. Bennett, seconded by J. Fraser, “That Bylaw No. A1071, Long Beach Airport Authority Bylaw 2011, be read a first time.”*

*“Carried”*

41. *Moved by T. Bennett, seconded by J. Fraser, “That Bylaw No. A1071, Long Beach Airport Authority Bylaw 2011, be read a second time.”*

*“Carried”*

42. *Moved by T. Bennett, seconded by J. Fraser, “That Bylaw No. A1071, Long Beach Airport Authority Bylaw 2011, be read a third time.”*

*“Carried”*

43. *Moved by T. Bennett, seconded by E. Russcher, “That Bylaw No. A1071, Long Beach Airport Authority Bylaw 2011, be adopted.”*

*“Carried”*

44. Administrative Memo regarding Water Service Agreement with Tseshaht First Nations.

*Moved by P. Cote, seconded by M. Kokura, “That the Board of Directors of the Alberni-Clayoquot Regional District agree to the general terms of the water service agreement with Tseshaht First Nations to provide a hydrant and water service connection for the Sproat Lake Volunteer Fire Department Hall #3 as outlined in the CAO report of October 26, 2011.*

*“Carried”*

45. Administrative Memo regarding Sproat Lake Fire Protection Service Area Amendment.

*Moved by P. Cote, seconded by E. Russcher, “That this correspondence be received.”*

*“Carried”*

46. *Moved by P. Cote, seconded by M. Kokura, “That Bylaw No. 856-7 Sproat Lake Fire Protection Service Area Amendment, 2011 be read a first time.”*

*“Carried”*

47. *Moved by P. Cote, seconded by M. Kokura, “That Bylaw No. 856-7 Sproat Lake Fire Protection Service Area Amendment, 2011 be read a second time.”*

*“Carried”*

48. *Moved by P. Cote, seconded by T. Bennett, “That Bylaw No. 856-7 Sproat Lake Fire Protection Service Area Amendment, 2011 be read a third time.”*

*“Carried”*

49. Request for Decision regarding Funding Opportunity – Community Recreation Program.

*Moved by T. Bennett, seconded by P. Cote, “That the Board of Directors submit an application to the Community Recreation Program for the construction of the China Creek Bridge.”*

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50. *Moved H. Chopra, seconded by P. Cote, "That the motion be amended to state that the 20% balance to be paid by applicant for the China Creek Bridge project come from the Alberni Valley budget."*

*The main motion, as amended, was*

*"Carried"*

51. *Moved by T. Bennett, seconded by P. Cote, "That the Board of Directors submit an application to the Community Recreation Program for the implementation of Log Train Trail Signage."*

*"Carried"*

52. *Moved by T. Bennett, seconded by P. Cote, "That the Board of Directors submit an application to the Community Recreation Program for the construction of the Faber Road Trail Continuation."*

*"Carried"*

## **FINANCES**

53. Administrative Memo regarding Alberni-Clayoquot Regional District Finance Warrant No. 509.

*Moved by M. Kokura, seconded by S. Ochman, "That the Board of Directors approves Finance Warrant Number 509 in the amount of \$1,232,159.40 dated September 30, 2011."*

*"Carried"*

54. *Moved by E. Russcher, seconded by T. Bennett, "That the Financial Statements dated January 1<sup>st</sup> to September 30, 2011 be received."*

*"Carried"*

## **PLANNING**

55. DVA11007, Development Variance Application, Boyes, Strata Lot 45, District Lot 1630, Clayoquot District, Strata Plan 1238, Together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1, Electoral Area "A" (Bamfield).

*Moved by S. Ochman, seconded by P. Edwards, "That the Regional District Board of Directors consider granting the request for a 10.9 foot variance of Section 200 – Schedule No. II – Bulk and Site Regulations to vary the required front yard setback on the conditions that:*

- 1) *All affected neighbours are consulted, and;*
- 2) *No work or alteration is permitted within the riparian zone (10 metres) of the creek without advice from a professional biologist, engineer or other qualified individual and permission from the Alberni-Clayoquot Regional District.”*

*“Carried”*

56. RA11007, Rezoning, Jensen, Lot A, Section 19, Township 1, Barclay District, Plan 25010, 375 Cape Beale Trail, Electoral Area “A” (Bamfield).  
*Moved by S. Ochman, seconded by P. Cote, “That the Alberni-Clayoquot Regional District Board of Directors:*

- 1) *Receive the staff report;*
- 2) *Proceed with first reading of Bylaw No. P1284 to rezone the property from Acreage Residential (RA2) to Acreage Residential (RA3) District, subject to the following:*
  - a. *The owner agreeing to a covenant to limit the number of lots created to two (2) and restrict further subdivision of the property;*
- 3) *And that the public hearing for Bylaw P1284 be delegated to the Director for Electoral Area “A” Bamfield, the alternate Director, or the Chairperson of the Regional Board.”*

*“Carried”*

57. *Moved by S. Ochman, seconded by P. Edwards, “That Bylaw P1284, Official Zoning Atlas Amendment No. 654 be read a first time.”*

*“Carried”*

58. SA11011, Subdivision Application, Cheeyah Island Property Owners, Lots 1-10, Clayoquot District, Plan VIP53507 – Cheeyah Island, Kildonan, Barclay Sound, Electoral Area “A” (Bamfield).  
*Moved by S. Ochman, seconded by P. Cote, “That prior to making a decision whether to amend covenant R36083, which limits the number of dwellings within plan VIP53507, that the Regional District Board of Directors;*

- 1) *Instruct staff to arrange a public meeting, to be chaired by the Director for Electoral Area “A” (Bamfield), his alternate Director or the Chairperson of the Regional District to gather public input, and;*

- 2) *Refer the proposed covenant amendment to the Uchucklesaht First Nation, the Port Alberni Port Authority, and the Bamfield Advisory Planning Commission for input.*

*“Carried”*

59. DVC11008, Development Variance Application, McGregor, 1026 Sixth Avenue, Salmon Beach, Electoral Area “C” (Long Beach).

*Moved by T. Bennett, seconded by M. Kokura, “That this correspondence be received.”*

*“Carried”*

60. *Moved by T. Bennett, seconded by M. Kokura, “That consideration of DVC11008 be tabled.”*

*“Carried”*

61. *Moved by T. Bennett, seconded by M. Kokura, “That consideration of DVC11008 be lifted from the table.”*

*“Carried”*

62. *Moved by M. Kokura, seconded by P. Edwards, “That Mrs. McGregor be invited to address the Alberni-Clayoquot Board of Directors.”*

*“Carried”*

63. Mrs. McGregor spoke briefly to the Board on the situation she and her husband find themselves in. Mr. Hans Heringa explained the circumstances of the construction on behalf Mrs. McGregor.

64. *Moved by M. Kokura, seconded by S. Ochman, “That the Regional District Board of Directors issue Development Variance Permit No. DVC11008.”*

*“Carried”*

65. LC11011, License of Occupation, BC Hydro, That part of DL 1509 & 1512, together with unsurveyed Crown Land, Clayoquot District, East of Ucluelet Inlet, Electoral Area “C” (Long Beach).

*Moved by T. Bennett, seconded by M. Kokura, “That the Regional District Board of Directors notify the Ministry of Forests, Lands and Natural Resource Operations that the Alberni-Clayoquot Regional District interests are unaffected by this proposal, but ask that MoFLNR consider the noted South Long Beach Official Community Plan policies in this report.”*

*“Carried”*

66. PA11004, City of Port Alberni Proposed OCP and Zoning Bylaw Amendment Referral – Lot E, District Lot 48, Alberni District, Plan VIP68122, Burde Street/Redford Ponds.

*Moved by C. Solda, seconded by P. Cote, “That the Alberni-Clayoquot Regional District Board of Directors receive this correspondence and recommend approval of the proposed Bylaw.”*

*“Carried”*

67. Regional Growth Strategy Amendment – Regional District of Nanaimo.  
*Moved by H. Chopra, seconded by S. Ochman, “That the Alberni-Clayoquot Regional District Board of Directors accept the Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011.”*

*“Carried”*

### **MEETING SCHEDULE**

68. *Moved by H. Chopra, seconded by C. Solda, “That the Alberni-Clayoquot Regional District meeting schedule for November 2011 be received.”*

*“Carried”*

### **NEW BUSINESS**

69. *Moved by E. Russcher, seconded by C. Solda, “That the Board of Directors allow the following to be considered as a late item: allocation of funding for Beaver Creek Water System.”*

*“Carried”*

70. *Moved by P. Edwards, seconded by T. Bennett, “That in the event provision of water to Beaver Creek residents becomes a local service provided by the Alberni-Clayoquot Regional District, the Board of Directors approves the allocation of \$800,000 from the gas tax funds for upgrades to the Beaver Creek Water System.”*

*“Carried”*

71. *Moved by C. Solda, seconded by E. Russcher, “That Board of Directors allow the following to be considered as a late item: Resolutions at Association of Vancouver Island and Coastal Communities sent to the Union of British Columbia Municipalities Convention.”*

*“Carried”*

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72. C. Solda asked the Alberni-Clayoquot Regional District Board of Directors if they wished the Association of Vancouver Island and Coastal Communities to keep trying for transitional funding for Regional Districts with respect to First Nations joining. Directors requested AVICC's continued support.
73. *Moved by T. Bennett, seconded by E. Russcher, "That any Alberni-Clayoquot Regional District Board of Directors wishing to attend the Coastal Community Network meeting on November 3, 2011 be reimbursed for expenses."*

*"Carried"*

**RECESS TO IN-CAMERA**

74. *Moved by H. Chopra, seconded by E. Russcher, "That the meeting be closed to the public to discuss matters relating to information that is prohibited from disclosure under Section 21 of the 'Freedom of Information and Privacy Act,' and 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"*

75. The meeting was closed to the public at 3:40 p.m.
76. The meeting was re-opened to the public at 4:10 p.m.
77. *Moved by S. Ochman, seconded by P. Cote, That this meeting now stand adjourned."*

*"Carried"*

78. The meeting adjourned at 4:10 p.m.

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer