



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY JUNE 13, 2012, 1:30 pm

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

REVISED AGENDA

PAGE #

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

(motion to approve, including late items)

3. **INTRODUCTIONS**

- a. Tanis Dagert, Alberni-Clayoquot Health Network Coordinator
- b. Beaver Creek Improvement District Staff
 - Bruce Forsyth
 - Keith Looker
 - Loreen Brown

4. **DECLARATIONS**

(conflict of interest or gifts)

5. **ADOPTION OF MINUTES**

- a. Special Board of Directors Meeting – May 23, 2012 **1-2**

THAT the minutes of the Special Board of Directors meeting held on May 23, 2012 be adopted.

- b. Board of Directors Meeting – May 23, 2012 **3-16**

THAT the minutes of the Board of Directors meeting held on May 23, 2012 be adopted.

- c. Regional Fisheries Resource Committee Meeting – May 23, 2012 **17-22**

THAT the minutes of the Regional Fisheries Resource Committee meeting held on May 23, 2012 be adopted.

- d. Alberni-Clayoquot Health Network Administration Committee Meeting Notes – March 29, 2012 **23-26**

THAT the meeting notes of the Alberni-Clayoquot Health Network Administration Committee meeting held on March 29, 2012 be adopted.

6. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Ms. Susan Roth, Our Local Markets Request for Letter of Support. **27-34**

THAT Ms. Susan Roth, Our Local Markets be invited to address the Regional District Board.

- b. Mr. Greg Mollon, Mollon Tyler-Mollon - presentation of 2011 Audited Financial Statements for the Alberni-Clayoquot Regional District & Regional Hospital District. **35-70**

THAT Mr. Greg Mollon, Mollon Tyler Mollon be invited to address the Regional District Board.

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2011 Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District as presented by Mollon Tyler-Mollon Chartered Accountants.

- c. Mr. Zane Zbeetnoff, regarding Canadian Skyline Hotels Ltd. Rezoning Application in Area "C" for a 138 Unit Mobile Home Park

THAT Mr. Zane Zbeetnoff be invited to address the Regional District Board.

- d. Mr. Pat Deakin, Economic Development Manager, City of Port Alberni, regarding Update on Economic Development.

THAT Mr. Pat Deakin be invited to address the Regional District Board

7. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR RESOLUTION SUBMISSIONS** **71-72**
UBCM , June 4, 2012, UBCM Resolutions – Submission & Debate

(Board Direction requested)

- b. **DONATION TO ACRD** **73-74**
Arrowsmith Radical Runners, June 1, 2012, Request that donation to ACRD be used for the sole purpose of maintenance or improvements to the Log Train Trail

THAT the Board of Directors of the Alberni-Clayoquot Regional District accept the donation an items, direct the Manager of Environmental Services to

- n. **PORT ALBERNI CENTENNIAL COMMITTEE** **129-130**
Port Alberni Centennial Celebration Homecoming Weekend – August 3-6, 2012
- o. **POWELL RIVER REGIONAL DISTRICT** **131-132**
Coastal Regional Chairs Next Actions
- p. **CATALYST UNIONIZED-STAFF RETIREE** **EX 1-2**
Copy of letter to City of Port Alberni regarding Catalyst Paper

THAT the Board of Directors receive correspondence for information a-p.

9. REQUEST FOR DECISIONS & BYLAWS

- a. **ADMINISTRATIVE MEMO** **133-160**
Finance Warrant No. 517

THAT the Board of Directors approve Finance Warrant Number 517 in the amount of \$504,392.40 dated May 31, 2012.

- b. **REQUEST FOR DECISION** **161-162**
Cougar Smith Park Water Supply – Letter of Understanding

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a letter of understanding with Mr. Bob Jackson to access water from 9015 Faber Road to supply Cougar Smith Park, for a five (5) year term commencing June 14, 2012 and ending June 13, 2017 at the cost of \$60.00 per month to cover the hydro costs.

- c. **REQUEST FOR DECISION** **163-164**
Appointment of 2012 Auditor

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mollon Tyler-Mollon Chartered Accountants as the auditors for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District for the year ending December 31st, 2012.

- d. **REQUEST FOR DECISION** **165-172**
Appointments to the Salmon Beach Committee

THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Salmon Beach Committee:

- *Kel Roberts*
- *Jill Maibach*
- *Terry Graff*
- *Gina Skippen*

- *Len Jerritt*

- e. **ADMINISTRATIVE MEMO** **173-174**
Ahousaht Solid Waste Transfer Station

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Ahousaht Solid Waste Transfer Station Memorandum.

- f. **REQUEST FOR DECISION** **175-182**
Bylaw E1054, Beaver Creek Water System Local Service Area Establishment, 2012

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1054 cited as Beaver Creek Water System Local Service Area Establishment, 2012.

- g. **REQUEST FOR DECISION** **183-184**
Proposed Beaver Creek Reservoir

THAT the Board of Directors of the Alberni-Clayoquot Regional District (ACRD) authorize the tendering process to proceed, for a 250,000 gallon reservoir in the Beaver Creek Water System.

- h. **REQUEST FOR DECISION** **EX 3-8**
Beaver Creek Water Advisory Committee

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

- i. **REQUEST FOR DECISION**
Appointment to the Beaver Creek Water Advisory Committee

EX 9-10

THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Beaver Creek Water Advisory Committee:

- Kelly Schutte
- Gord Blakey
- Wayne Hasler
- Rob Barclay
- Harold Carlson

- j. **REQUEST FOR DECISION**
Bylaw 856-8 – Sproat Lake Fire Protection Services Area Amendment.

EX 11-16

That the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012.

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVC12002, CAMPBELL, 1109 FOURTH AVENUE**
Development Variance Application – Memo & Permit

185-188

THAT the Board of Directors issue Development Variance Permit No. DVE12002.

- b. **RC10001, CANADIAN SKYLINE HOTELS LTD., BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**
Rezoning Application – Applicant Submission

189-206

THAT the Board of Directors receive the applicant submission.

THAT the Board of Directors deny this application.

- c. **RF11008, MCLELLAN, 2787 ALBERNI HIGHWAY**
Rezoning Application – Public Hearing Report & Minutes for Bylaws P1289, P1290, and P1292

207-238

THAT the Board of Directors receive the public hearing report for Bylaws P1289, P1290, and P1292 and concur with staff recommendations to amend the existing covenant, prior to subdivision, to include buffering requirements, increased setbacks and height restrictions for any future development on the proposed Lot 1, as discussed at the public hearing.

11.2 COMMITTEE REPORTS

- a. 2012 Advisory Planning Commission Appointments
 - i. Bamfield

THAT the following individuals be appointed to the Bamfield Advisory Commission for a two year term: Heather Washburn, Jim Spencer, Barry Otterson, Tish MacPhee, Denice Roberge, Rae Hopkins, Rose Janelle, John Mass.

- b. Alberni Valley Committee Meeting – June 12, 2012 – G. Wong –Verbal Report

THAT the Alberni Valley Committee verbal report be received.

11.3 CHAIR REPORT

285-286

- a. May 2012

THAT the Board of Directors receives the Chairpersons Report for May 2012.

11.4 MEMBER REPORTS

- a. RCMP Update
- b. 9-1-1 Corporation – J. Douglas
- c. Vancouver Island Regional Library - P. Cote
- d. Central West Coast Forest Society – T. Bennett
- e. Emergency Planning – P. Cote/M. Kokura/C. Solda
- f. Alberni Valley Chamber of Commerce – G. Wong
- g. Coastal Communities Network – T. Bennett
- h. West Island Woodlands Advisory Group – J. Jack
- i. Island Coastal Economic Trust – G. Wong
- j. Air Quality Council, Port Alberni – J. McNabb
- k. West Coast Aquatic Board – T. Bennett
- l. Association of Vancouver Island & Coastal Communities – C. Solda
- m. Beaver Creek Improvement District Conversion Committee – J. McNabb
- n. Other Reports

THAT the Board of Directors receives the Member Reports.

12. UNFINISHED BUSINESS

13. LATE BUSINESS

(requires 2/3 majority vote)

14. QUESTION PERIOD

15. IN CAMERA

Motion to close the meeting to discuss matters relating to

- i. Litigation or potential litigation affecting the Regional District*
- ii. Labour or other employee relations*

16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

17. ADJOURN

Next Board of Directors Meeting: Wednesday, June 27, 2012 1:30 pm

City of Port Alberni
4850 Argyle Street
Port Alberni, B.C.

June 10, 2012

Dear Mayor Douglas:

RE: Catalyst – 2nd Vote for Restructuring

Late Friday there was press release from Catalyst Paper announcing a number of parties expressing interest in participating in the court-approved sale. In the announcement, no mention was made of a 2nd Restructuring Vote.

Saturday, in the Times Colonist, Les Leyne wrote an article titled "Catalyst pensioners seek another vote". In his article he states, "There's still no clear picture about what comes next." Later in his article it reads, "The trick is to get another vote taken. Sources say the idea has legal complications, and there is a certain amount of skepticism in the company and in the provincial government about the chances".

The Catalyst Retirees, that includes me, are holding our breath waiting to see which way the scales may tip. As you may have already heard, the average pension is \$18,000/year and with a 35% decrease (due to the \$115-million deficiency in the company's pension plan) that would leave the average pensioner with \$11,700/year (less than \$1000/month). These are the men and women, many who worked as mail carriers, clerks in payroll, shipping, receiving, engineering & maintenance and lab technicians, statisticians as well as draftsmen, not necessarily the high paying positions of upper management that many think of when it's called Staff Pensions. Due to downsizing & office centralization, some employees received severance/retirement packages without bridging to age 60, and in some cases this is all they have to live on.

As reported in the AV Times, you remain optimistic. The Pensioners of Catalyst Paper, the current mill employees and our Community need your support in continuing to bring the parties together to come to a solution – the solution being a 2nd vote for Restructuring.

I would like to know what you have done this past week and what you will be doing this coming week to bring about a 2nd Vote for Restructuring. Time is of the essence.

Yours truly,

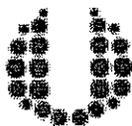
Gerry Valerius
Catalyst Unionized-Staff Retiree

CC: Port Alberni City Councilors
Chair Alberni-Clayoquot Regional District, Glen Wong
Premier Christy Clark
MLA Colin Hansen
MLA Adrian Dix
MLA Scott Fraser
MLA Nick Simmons
MLA Doug Routley
Mayor Dave Formosa, Powell River
Chair Cowichan Valley, Rob Hutchins
AVICC President Joe Stanhope

EX1

June 8, 2012, 8:30 p.m. EDT

Catalyst Paper announces update on CCAA process



PR Newswire

United Business Media

RICHMOND, BC, June 8, 2012 /PRNewswire via COMTEX/ -- Catalyst Paper today announced that a number of parties have expressed interest in participating in the court-approved sale and investor solicitation procedures (SISP). Potential bidders were required to submit certain information and an executed confidentiality agreement to Catalyst Paper by June 6, 2012. The material submitted would be considered when determining the parties that will move to the next stage of the SISP process. Parties proceeding to the next stage must submit a non-binding indication of interest by 5:00 pm (PST) on July 11, 2012. e was a Press Release from Catalyst Paper

EX2



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: June 13, 2012

Subject: Beaver Creek Water Advisory Committee

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw A1076, Beaver Creek Water Advisory Committee, 2012.

Desired Outcome:

To create a Committee to advise on matters relating to the Beaver Creek Water service.

Background:

On May 31, 2012, the Province of British Columbia passed an order in council converting the Beaver Creek Improvement District to a local service area of the Alberni-Clayoquot Regional District, effective June 1, 2012. The services of the BCID are continued as a local service of the Regional District.

Regional District Staff and the Area Director recommend the development of a Standing Committee to advise on matters relating to the service including but not limited to system planning, annual budgets and capital works. The attached Bylaw to create the Committee is submitted for consideration by the ACRD Board of Directors.

Time Requirements – Staff & Elected Officials:

Staff time will be required to support the Advisory Committee. The Director for Electoral Area "E" or his/her alternate will Chair the Committee.

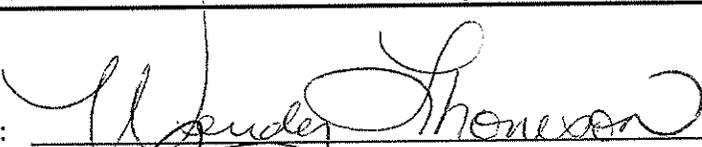
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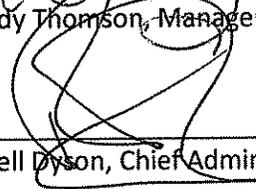
Minimal costs associated with the development and operation of the Committee. The Committee members sit without remuneration. All cost implications are paid for by the service.

Policy or Legislation:

The Local Government Act allows Regional Districts to delegate duties to a Standing Committee.

Request for Decision - Beaver Creek Water Advisory Committee

Submitted by: 
Wendy Thomson, Manager of Administrative Services

Approved by: 
Russell Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional District

Bylaw A1076

**A BYLAW TO ESTABLISH A STANDING COMMITTEE KNOWN AS
THE BEAVER CREEK WATER ADVISORY COMMITTEE**

WHEREAS the Alberni-Clayoquot Regional District has been granted the authority to operate the Beaver Creek Water local service area;

AND WHEREAS the Board of Directors wishes to appoint a standing committee known as the Beaver Creek Water Advisory Committee to advise on matters relating to the service, including but not limited to system planning, annual budgets and capital works;

AND WHEREAS the *Local Government Act* permits the Board of Directors to delegate administrative duties to a standing committee and to set terms, conditions and restrictions on its activities;

NOW THEREFORE the Board of Directors of the Alberni-Clayoquot Regional District enacts as follows:

1. TITLE

This Bylaw may be cited as “**Beaver Creek Water Advisory Committee Bylaw No. A1076, 2012.**”

2. INTERPRETATION

ACRD means the Alberni-Clayoquot Regional District.

Board means the Alberni-Clayoquot Regional District Board of Directors.

Director means a Director of the Alberni-Clayoquot Regional District Board of Directors.

Committee means the Beaver Creek Water Advisory Committee.

Member means representative appointed by the ACRD Board to the Beaver Creek Water Advisory Committee.

Service means the Beaver Creek Water service.

3. ESTABLISHMENT OF COMMITTEE & MEMBERSHIP

- a. The Committee shall be comprised of the following Members:
 - i. Six (6) Members at-large from the Beaver Creek Community nominated by the Director for Electoral Area "E" (Beaver Creek);
 - ii. The Director for Electoral Area "E" (Beaver Creek) or his/her alternate;
- b. One (1) ex-officio non-voting Member being the ACRD CAO or his/her designate.

4. APPOINTMENT AND TERM

- a. Members shall be appointed by the Board for a three year term, to run concurrent with the term of ACRD Directors.
- b. The Board may, at any time, remove any Member of the Committee and any Member of the Committee may resign at any time upon sending written notice to the Chairperson of the Committee.
- c. The Board may dissolve the Committee and rescind this Bylaw, following written notice being provided to all Members.
- d. Members of the Committee may stand for re-appointment by the Board at the conclusion of their term.
- e. Members of the Committee shall serve without remuneration.

5. MEETING PROCEDURES

- a. The Director for Electoral Area "E" (Beaver Creek) or his/her alternate shall be the Chairperson of the Committee.
- b. Meetings of the Committee shall be held quarterly or at the call of the Committee Chairperson, time and location to be determined by the Chairperson of the Committee.
- c. A majority of the Committee Members shall represent a quorum, one of whom must be the Director of the Board or his/her alternate.
- d. Meetings of the Committee shall be conducted and held in accordance with the Regional District's Procedures Bylaw.

Bylaw A1076, Beaver Creek Water Advisory Committee

- e. The ACRD secretarial staff will provide support to the Committee including preparing agendas, recording the minutes of all meetings and ensuring Committee agendas, minutes etc. are circulated electronically to all Members.

6. ACTIVITIES/DUTIES OF THE COMMITTEE

- a. The Committee may undertake a review and advise on the following:
- i. Budgeting for the Beaver Creek Water System;
 - ii. Future capital planning and budget implications;
 - iii. Matters relating to the service such as regulations and policy.

7. REPORTING TO THE BOARD OF DIRECTORS

- a. The Chairperson will report to the Board on the activities of the Committee.
- b. Recommendations from the Committee to the Board must be adopted by the Committee prior to presentation to the Board.
- c. On behalf of the Committee, the CAO or his/her designate will provide advice and professional assistance to the Committee including writing letters, correspondence and preparing reports to the Board.

8. RESPONSIBILITY OF THE BOARD

- a. The Board shall consider any recommendation from the Committee and either approve, modify or reject it.

Read a first time this	day of	, 2012.
Read a second time this	day of	, 2012.
Read a third time this	day of	, 2012.
Reconsidered and adopted this	day of	, 2012.

Chairperson

Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: June 13, 2012

Subject: Appointments to the Beaver Creek Water Advisory Committee

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to the Beaver Creek Water Advisory Committee:

- Kelly Schutte
- Gord Blakey
- Wayne Hasler
- Rob Barclay
- Harold Carlson

Desired Outcome:

To appoint members to the newly formed Beaver Creek Water Advisory Committee.

Background:

With the adoption of Bylaw No. A1076, Beaver Creek Water Advisory Committee, the Board of Directors needs to appoint members to the Committee.

The Director for Electoral Area "E" (Beaver Creek) recommends appointing the former Beaver Creek Improvement Trustees to the Advisory Committee (above).

Time Requirements – Staff & Elected Officials:

Staff and elected officials time will be required to participate and support the Committee.

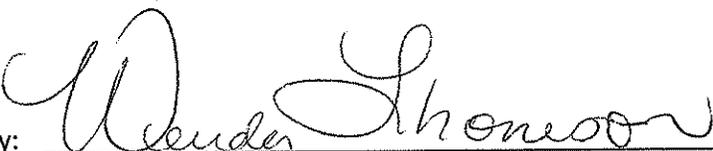
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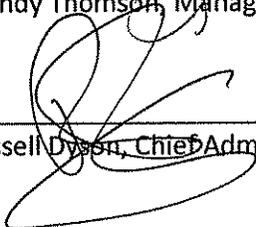
Members sit without remuneration on the Committee.

Policy or Legislation:

Bylaw A1076, Beaver Creek Water Advisory Committee states that the ACRD Board appoints members to the Committee upon recommendation from the area Director.

Request for Decision – Beaver Creek Water Committee Appointments

Submitted by: 
Wendy Thomson, Manager of Administrative Services

Approved by: 
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: June 13, 2012

Subject: BYLAW 856-8 – SPROAT LAKE FIRE PROTECTION SERVICE AREA AMENDMENT

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012.

Desired Outcome:

To expand the boundaries of the Sproat Lake Volunteer Fire Department to include Great Central Lake Holdings and ACRD properties at Great Central Lake.

Background:

In January 2012, the ACRD received a petition from Great Central Lake Holdings Ltd. to provide fire protection to their properties at Great Central Lake as outlined on the attached map (appendix A). There are two properties owned by the ACRD that are within the proposed boundary extension area, the boat launch and a small park area.

Directors gave three readings to Bylaw 856-8, Sproat Lake Fire Protection Service Area Amendment at the January 25, 2012 Board meeting. The Bylaw was forwarded to the Province for approval by the Inspector of Municipalities. The Inspector approved the Bylaw on June 7th and it's now ready for consideration of final adoption by the ACRD Board.

Time Requirements – Staff & Elected Officials:

Minimal staff and elected officials time required by adopting this Bylaw.

Financial:

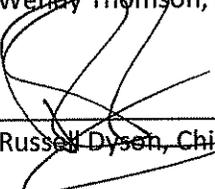
The cost for the provision of this service is paid for by the property owner based on land and improvements.

Policy or Legislation:

Local Government Act

Request for Decision - Bylaw 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012

Submitted by: 
Wendy Thomson, Manager of Administrative Services

Approved by: 
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw 856-8

**A Bylaw to Alter the Boundaries of the
Sproat Lake Fire Protection Service Area**

WHEREAS the Regional District may, by bylaw, establish and operate a service under provisions of the Local Government Act;

AND WHEREAS the Regional District Board operates the Sproat Lake Volunteer Fire Department as a service as described in Bylaw 856 cited as, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994";

AND WHEREAS the Regional District Board wishes to alter the boundaries of the Sproat Lake Volunteer Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "D" (Sproat Lake) has consented in writing, to the adoption of the Bylaw;

AND WHEREAS the approval of the Inspector of Municipalities is required under the Local Government Act;

AND WHEREAS the lands that are to be included in the Sproat Lake Fire Protection Service Area by this bylaw are occupied by the Regional District for the purposes of operating the Alberni Valley Landfill;

NOW THEREFORE the Regional District Board of the Regional District of Alberni-Clayoquot in open meeting assembled, enacts as follows:

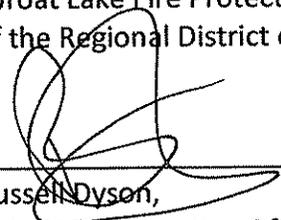
1. Bylaw 856 cited as, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994" is hereby amended by replacing Schedule "A" with Schedule "A", attached to and forming part of this Bylaw.
2. This Bylaw may be cited as "**Bylaw 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012**".

Read a first time this 25th day of January 2012.

Read a second time this 25th day of January 2012.

Read a third time this 25th day of January 2012.

I hereby certify the foregoing is a true and correct copy of the Bylaw cited as "Bylaw 856-8, Sproat Lake Fire Protection Service Area Amendment, 2012" as read a third time by the Board of the Regional District of Alberni-Clayoquot on 25th the day of January, 2012.



Russell Dyson,
Chief Administrative Officer

Consented to on behalf of the electors on the 27th day of January, 2012.

Approved by the Inspector of Municipalities the 7th day of June 2012.

ADOPTED this day of 2012.

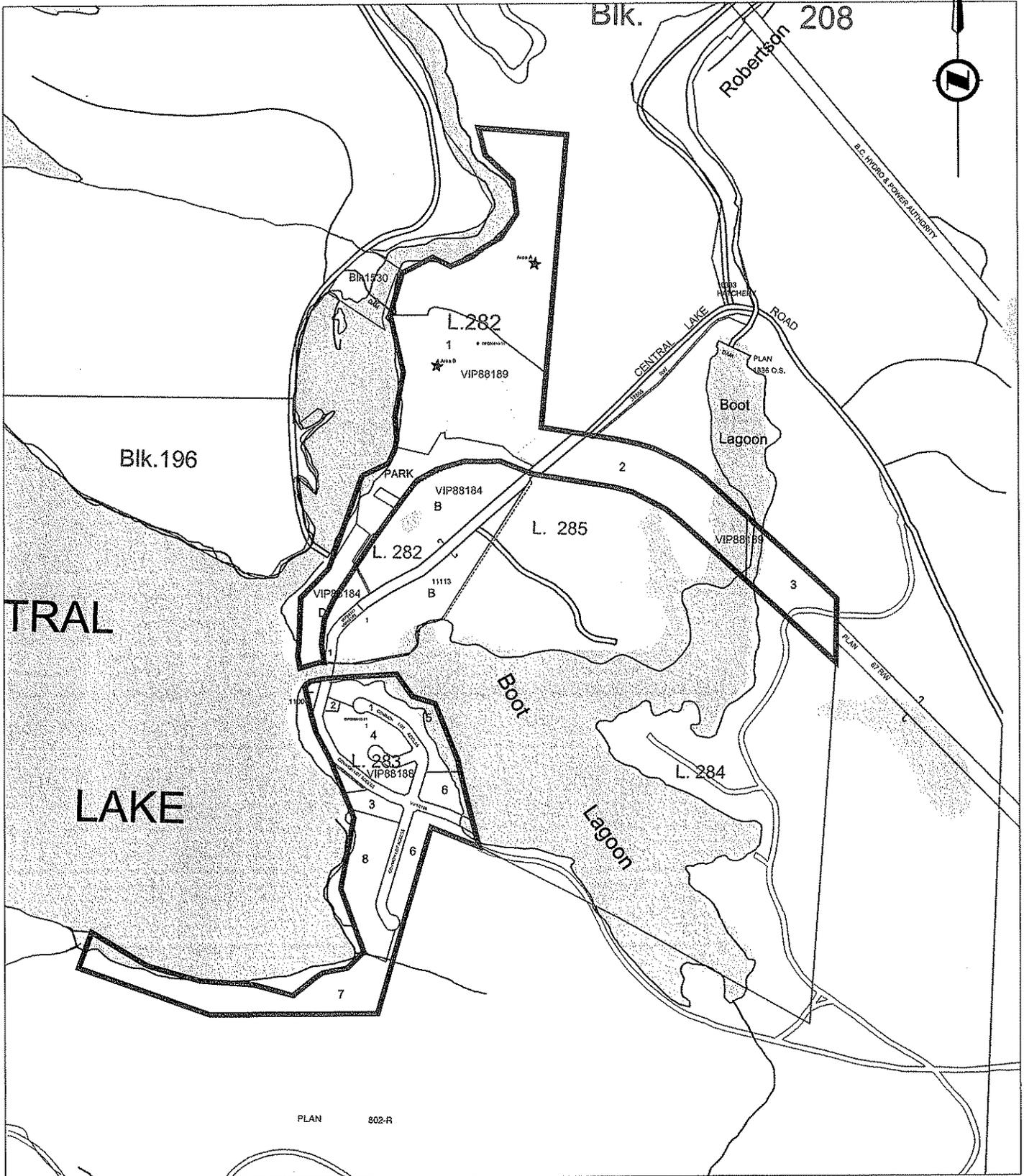
Certified true and correct copy of
**"Bylaw 856-8, Sproat Lake
Fire Protection Service Area
Amendment, 2012."**

The Corporate seal of the Regional
District of Alberni-Clayoquot was
hereto affixed in the presence of:

Russell Dyson,
Chief Administrative Officer

Glenn Wong,
Chairperson

Schedule 'A'



PLAN 802-R



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





FAXED
 JUN 7 2012

Statutory Approval

Under the provisions of section 802

of the Local Government Act

I hereby approve Bylaw No. 856-8

of the Regional District of Alberni-Clayoquot,

a copy of which is attached hereto.

Dated this 7th day

of June, 2012

Deputy Inspector of Municipalities