



# Alberni-Clayoquot Regional District

## MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 14, 2012

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

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**DIRECTORS PRESENT:** Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)  
Cindy Solda, Vice-Chairperson, City of Port Alberni  
Eric Geall, Electoral Area "A" (Bamfield) – Via Teleconference  
Mike Kokura, Electoral Area "B" (Beaufort)  
Tony Bennett, Electoral Area "C" (Long Beach) – Via Teleconference  
Penny Cote, Electoral Area "D" (Sproat Lake)  
John McNabb, Electoral Area "E" (Beaver Creek)  
John Douglas, Mayor, City of Port Alberni  
Perry Schmunk, Mayor, District of Tofino – Via Teleconference  
Bill Irving, Mayor, District of Ucluelet

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Wendy Thomson, Manager of Administrative Services  
Mike Irg, Manager of Planning and Development  
Teri Fong, Manager of Finance  
Andy Daniel, Manager of Environmental Services  
Andrew McGifford, Assistant Accountant

1. The meeting was called to order at 6:00 p.m.

### **PUBLIC CONSULTATION - 2012 – 2016 FINANCIAL PLAN**

2. The Chief Administrative Officer (CAO) provided an overview of the Regional District's accomplishments in 2011 and upcoming projects for 2012.
3. The Manager of Finance provided an overview of the Alberni-Clayoquot Regional District and the 2012 – 2016 Financial Plan.
4. The Manager of Finance provided an overview of the Alberni-Clayoquot Regional Hospital District and the 2012 Budget.
5. Regional District staff answered questions from Directors with regards to the 2012 – 2016 Alberni-Clayoquot Regional District Financial Plan and 2012 Budget for the Regional Hospital District.

### **ADMINISTRATION**

6. Request for Decision regarding Beaver Creek Improvement District Conversion to a Local Service of the Alberni-Clayoquot Regional District.

*Moved by J. McNabb, seconded by J. Douglas, "THAT the Alberni-Clayoquot Regional District Board of Directors approve the conversion of the Beaver Creek Improvement District to a local service area of the Alberni-Clayoquot Regional District;*

*AND FURTHER THAT the Board request the Ministry of Community, Sport and Cultural Development to initiate the conversion process with an Order in Council;*

*AND FURTHER THAT the Board request the Ministry of Community, Sport and Cultural Development to exempt the Alberni-Clayoquot Regional District from electorate approval process;*

*AND FURTHER THAT the Board set the transfer date for the service at June 1, 2012;*

*AND FURTHER THAT the Board request a Restructure Implementation Grant from the Ministry of Community Sport and Cultural Development to assist the Regional District with the administrative costs associated with the conversion."*

*"Carried"*

#### **2012 – 2016 REGIONAL DISTRICT FINANCIAL PLAN**

7. Administrative Memo regarding 2012 Grants-in-Aid Applications (Deferred).

*Moved by B. Irving, seconded by J. Douglas, "That this correspondence be received."*

*"Carried"*

8. *Moved by B. Irving, seconded by C. Solda, "That the Board of Directors deny the region wide grant-in-aid application from the Alberni Valley Chamber of Commerce in the amount of \$13,000.00."*

*"Carried"*

9. *Moved by J. McNabb, seconded by P. Cote, "That the Board of Directors award a grant-in-aid in 2012 to the Alberni Valley Chamber of Commerce in the amount of \$3,000.00 allocated as follows: \$1,000.00 each from electoral areas "D"(Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)."*

*"Carried"*

10. *Moved by T. Bennett, seconded by C. Solda, "That the Alberni-Clayoquot Regional District award a region wide grant-in-aid in the amount of \$5,015.00 in 2012 to the Canadian Red Cross Society."*

*"Carried"*

11. *Moved by T. Bennett, seconded by B. Irving, "That the Alberni-Clayoquot Regional District Board of Directors approve a grant-in-aid in 2012 to West Coast Aquatic for \$52,000.00 with the same apportionment as last year."*  
  
*"Carried"*
12. Administrative Memo regarding Legal Fees.  
*Moved by B. Irving, seconded by P. Cote, "That this correspondence be received."*  
  
*"Carried"*
13. The Chairperson left the meeting at 7:35 pm. The Vice-Chairperson assumed the Chair.
14. Administrative Memo regarding the West Coast Multiplex Referendum.  
*Moved by B. Irving, seconded by T. Bennett, "That this correspondence be received."*  
  
*"Carried"*
15. Administrative Memo regarding 2011 Actual Carry Forward Amounts.  
*Moved by J. McNabb, seconded by P. Cote, "That this correspondence be received."*  
  
*"Carried"*
16. Administrative Memo regarding 2012 – 2016 Financial Plan Backup Information.  
*Moved by B. Irving, seconded by M. Kokura, "That this correspondence be received and the Board of Directors concur with the recommended changes to the 2012 – 2016 Financial Plan as presented by staff."*  
  
*"Carried"*
17. The Chairperson re-entered the meeting at 7:38 pm and re-assumed the Chair.
18. *Moved by M. Kokura, seconded by T. Bennett, "That Bylaw F1100, 2012 – 2016 Financial Plan be read a second time."*
19. *Moved by B. Irving, seconded by J. Douglas, "That the 2012 – 2016 Financial Plan be amended as follows: General Government Services, page 3.1, Line 51, Legal Fees be reduced to \$50,000.00 in 2012."*  
  
*"Carried"*
20. *Moved by C. Solda, seconded by B. Irving, "That the 2012 – 2016 Financial Plan be amended as follows:*
  - a. *General Government Services, page 3, line 11, increase capital fund contribution by \$50,000 to a total of \$60,000.00; and,*

- b. *General Government Services, page 3.2, line 66, increase board room upgrades by \$85,000 to a total of \$85,000.00.*

*“Carried”*

21. *Moved by B. Irving, seconded by C. Solda, “That the 2012 – 2016 Financial Plan be amended as follows: Grants-in-Aid Region Wide, page 7, line 10, Aquatic Management Board be increased to a total of \$17,000.00.”*

*“Carried”*

22. *Moved by C. Solda, seconded by J. Douglas, “That the 2012 – 2016 Financial Plan be amended as follows: Grants-in-Aid Region Wide, page 7, new line, Canadian Red Cross Society in the amount of \$5,015.00.”*

*“Carried”*

23. *Moved by T. Bennett, seconded by B. Irving, “That the 2012 – 2016 Financial Plan be amended as follows: Management of Development – Rural Areas, Clayoquot Sound and Barclay Sound Coastal Plan, page 12.1, line 30, be increased to a total of \$35,000.00 in 2012.”*

*“Carried”*

24. *Moved by B. Irving, seconded by C. Solda, “That the 2012 – 2016 Financial Plan be amended as follows: Management of Development – Rural Areas, page 12.1, line 34 – increase OCP rewrites by \$5,000.00 for a total of \$30,000.00.”*

*“Carried”*

25. *Moved by B. Irving, seconded by P. Schmunk, “That the 2012 – 2016 Financial Plan be amended by creating a new section called West Coast Multiplex Referendum in the amount of \$7,500.00 allocated as follows: District of Ucluelet \$2,425.00, District of Tofino \$3,932.00 and Electoral Area “C” (Long Beach) \$1,143.00.”*

*“Carried”*

26. *Moved by B. Irving, seconded by C. Solda, “That the 2012 – 2016 Financial Plan be amended as follows: Long Beach Airport, page 22.2, line 62, decrease the runway sweeper by \$75,000.00 to a total of \$225,000.00.”*

*“Carried”*

27. *Moved by B. Irving, seconded by M. Kokura, "That the 2012 – 2016 Financial Plan be amended as follows: West Coast Landfill, page 25.2, line 57, increase power line improvements by \$3,000.00 for a total of \$8,000.00."*

*"Carried"*

28. *Moved by C. Solda, seconded by P. Cote, "That the 2012 – 2016 Financial Plan be amended as follows:*
- a. Port Alberni Arena Contribution, page 26, line 2, increase parcel tax by \$67.00 to a total of \$162,122;*
  - b. Sproat Lake Arena Contribution, page 26, line 3 and page 47, line 6, decrease contribution to Port Alberni by \$16.00 to a total of \$31,508.00 and page 47, line 2, decrease parcel tax by \$16.00 to a total of \$33,379.00;*
  - c. Beaver Creek Arena Contribution, page 26, line 4 and page 55, line 6, decrease contribution to Port Alberni by \$40.00 to a total of \$24,411 and page 55, line, 2 decrease parcel tax by \$40.00 to a total of \$27,145.00; and,*
  - d. Cherry Creek Arena Contribution, page 26, line 5 and page 61, line 6, decrease contribution to Port Alberni by \$11.00 to a total of \$20,158.00 and page 61, line 2, decrease parcel tax by \$11.00 to a total of \$22,589.00."*

*"Carried"*

29. *Moved by E. Geall, seconded by J. McNabb, "That the 2012 – 2016 Financial Plan be amended as follows: Bamfield Volunteer Fire Department, page 29, line 3, decrease contracts with other governments by \$10,00.00 and page 29, line 10, decrease operating costs by \$10,000.00."*

*"Carried"*

30. *Moved by E. Geall, seconded by C. Solda, "That the 2012 – 2016 Financial Plan be amended as follows: Bamfield Water System, page 30, line 3, increase sales of service by \$5,000 to a total of \$105,00.00 and page 30, line 8, increase operating costs by \$5,000.00 to a total of \$101,650.00."*

*"Carried"*

31. *Moved by T. Bennett, seconded by P. Cote, "That the 2012 – 2016 Financial Plan be amended as follows: Millstream Water System, page 34, line 20, increase reservoir cleaning by \$33,000.00 to a total of \$53,000.00."*

*"Carried"*

32. *Moved by P. Cote, seconded by B. Irving, "That the 2012 – 2016 Financial Plan be amended as follows: Sproat Lake Grants-in-Aid, page 50, line 6 be increased to \$1,000.00."*

*"Carried"*

33. *Moved by J. McNabb, seconded by C. Solda, "That the 2012 – 2016 Financial Plan be amended as follows: Beaver Creek Grants-in-Aid, page 56, transfer \$1,000.00 from line 8, unallocated, to line 6, Alberni Valley Chamber of Commerce grant-in-aid."*

*"Carried"*

34. *Moved by G. Wong, seconded by J. McNabb, "That the 2012 – 2016 Financial Plan be amended as follows: Cherry Creek Grants-in-Aid, page 62, line 7 increase to \$1,000.00."*

*"Carried"*

35. *The main motion of second reading as amended, was:*

*"Carried"*

36. 2012 Alberni-Clayoquot Regional District Draft Requisition Summary  
*Moved by T. Bennett, seconded by J. McNabb, "That the 2012 ACRD Draft Requisition Summary be received."*

*"Carried"*

37. *Moved by P. Cote, seconded by C. Solda, "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."*

*"Carried"*

38. The meeting was closed to the public at 9:02 p.m.

39. The meeting was re-opened to the public at 9:08 p.m.

40. *Moved by T. Bennett, seconded by J. McNabb, "That this meeting now stand adjourned."*

*"Carried"*

41. The meeting adjourned at 9:08 p.m.

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer