



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 27, 2012

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

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### **DIRECTORS**

Glenn Wong, Chairperson, Electoral Area "F" (Cherry Creek)

### **PRESENT:**

Cindy Solda, Vice-Chairperson, City of Port Alberni

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

Penny Cote, Electoral Area "D" (Sproat Lake)

John McNabb, Electoral Area "E" (Beaver Creek)

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

John Douglas, Mayor, City of Port Alberni

Duncan McMaster, Councillor, Alternate Director, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułuꞵiꞵꞵath Government

### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer

Andy Daniel, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

### **1. CALL TO ORDER**

The Chairperson called the meeting to order at 1:30 pm.

### **2. APPROVAL OF AGENDA**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. INTRODUCTIONS**

The CAO introduced Ms. Brenda Sauve, new ACRD staff member from the Beaver Creek Improvement District to the Board of Directors.

### **4. DECLARATIONS**

**5. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – June 13, 2012**

*MOVED: Director Kokura*

*SECONDED: Director Solda*

*THAT the minutes of the Regular Board of Directors meeting held on June 13, 2012 be adopted.*

**CARRIED**

**6. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. John Ingram, William Trousdale, EcoPlan International regarding Update on T'asii.**

*MOVED: Director Solda*

*SECONDED: Director Bennett*

*THAT John Ingram and William Trousdale, EcoPlan International be invited to address the Regional District Board.*

**CARRIED**

Mr. Ingram provided a brief overview of the T'asii project to date. EcoPlan is helping to support entry of the Huu-ay-aht First Nation and Yuuʔuʔiʔath Government into the Alberni-Clayoquot Regional District. They are supporting development of servicing agreements for mandatory services. EcoPlan discussed various projects they are working on including an orientation manual and toolkit.

**b. Jonathan Cross, Alberni Valley Tourism Association regarding update on wind-down of Alberni Valley Tourism Association and a request for consent letter for their Association.**

*MOVED: Director Bennett*

*SECONDED: Director McNabb*

*THAT Jonathan Cross, Alberni Valley Tourism Association be invited to address the Regional District Board.*

**CARRIED**

Mr. Cross, Chairperson of Alberni Valley Tourism advised he was here this afternoon to seek approval from the ACRD Board to continue with designation marketing through the Alberni Valley Tourism Society. Three hotels and one motel in Port Alberni have formed an independent Society for designation marketing called "Alberni Valley Tourism Association". In order to register their

Association they require a consent letter from ACRD. Mr. Cross provided an update on the dissolution of Alberni Valley Tourism. He also provided Directors with information on initiatives they have been working on over the past several months. The delegation answered questions from Directors.

*MOVED: Director Solda*

*SECONDED: Director Douglas*

*THAT the ACRD Board of Directors forward a letter to BC Registry Services consenting to the Alberni Valley Tourism Association's (AVTA) registration as an Association and authorize AVTA to continue using the Alberni Valley Tourism logo and promotional materials, including the web site, in order to continue promoting the Alberni Valley.*

**CARRIED**

- c. Gary Swann, Alberni Environmental Coalition regarding Update on Raven Coal Project with Specific Emphasis on Concerns the Coal Port Presents for Port Alberni.**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT Gary Swann, Alberni Environmental Coalition be invited to address the Regional District Board.*

**CARRIED**

Mr. Swann advised he was here on behalf of the Alberni Valley Environmental Coalition (AVEC). The AVEC hired several experts to conduct an environmental review of the Ravel Coal Project. Mr. Swann provided a brief overview of the findings of the environmental reviews. He also reported on a non-bios survey they conducted in the community between April and September 2011 on the proposed coal port. 579 people participated in the survey. The results were: 75% opposed to the coal port with the main reason being environmental/health concerns; 11.9% supported the project with the main reason cited as jobs and 12.8 were undecided. In closing, Mr. Swann reported that the AVEC research indicates that the community does not support the project mainly due to environmental issues/concerns. Mr. Swann answered questions from Directors.

## **7. CORRESPONDENCE FOR ACTION**

- a. Correspondence June 19, 2012 from Chris Alemany regarding request for all documents created or discussed by the Regional Transportation Committee or submitted to the Ministry of Transportation.**

*MOVED: Director McNabb*  
*SECONDED: Director Geall*

*THAT the ACRD Board advise Mr. Alemany that this is a Committee of the Port Alberni Port Authority and referred his request to the Port Alberni Port Authority and the Ministry of Transportation for response.*

**CARRIED**

- b. Correspondence April 2, 2012 from Coastal Community Network regarding request for participation as a sustaining member of the board of directors for the Coastal Community Network.**

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the ACRD Board of Directors appoint Director Wong to attend Coastal Communities Network (CCN) meeting prior to 2012 UBCM Convention and re-affirm the ACRD's continued support for the CCN as a contributing member.*

**CARRIED**

- c. Correspondence June 8, 2012 from City of Nanaimo regarding request for Letter of Support for Nanaimo Airport.**

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT the ACRD Board forward a letter to the City of Nanaimo supporting the Nanaimo Airport's proposal for increased services.*

**CARRIED**

- d. Correspondence June 11, 2012 from UBCM regarding Call for Nominations for UBCM Executive.**

*MOVED: Director Cote*  
*SECONDED: Director Douglas*

*THAT this correspondence be received.*

**CARRIED**

- e. Correspondence June 22, 2012 from Pacific Rim Arts Festival regarding request for financial support.**

*MOVED: Director Irving*  
*SECONDED: Director Kokura*

*THAT this correspondence be received and forward a letter to the Pacific Rim Arts Festival outlining the Regional District's Grant-in-Aid policy and time frame to apply for next year.*

**CARRIED**

**8. CORRESPONDENCE FOR INFORMATION**

- a. Island Timberlands regarding Island Timberlands Road Construction Plan
- b. UBCM regarding RCMP Contract Issues, Community Excellence Awards & Long Service Awards
- c. Town Of Qualicum Beach regarding Protection of Fish Habitat in Waterways
- d. The Corporation of the City of Ferni, Village of Granisle, The Corporation of the Township of Spallumcheen regarding Optional Refusal Smart Meter Installation
- e. Clayoquot Biosphere Trust regarding 2011 Annual Report
- f. Ombudsperson regarding 2011/12 Annual Report
- g. Vancouver Island Regional Library regarding Annual Report
- h. Canadian Red Cross regarding Thank you for Support for the Port Alberni HELP Depot
- i. Port Alberni Port Authority regarding Improved Highway Access to Port Alberni
- j. District Of West Vancouver regarding Protection of Fish Habitat in Waterways
- k. BC Transit Review Panel Summary of Issues Raised and Opportunity to Comment

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the Board of Directors receive a – k correspondence for information.*

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT staff be instructed to arrange a meeting of the ACRD Transportation Committee and correspondence (i), Port Alberni Port Authority, be referred to the meeting.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Irving*

*THAT the ACRD Board of Directors forward a letter supporting the resolutions from Town of Qualicum Beach and District of West Vancouver regarding*

protection of fish habitat in waterways and Dr. James Lunney, MP to meet with the ACRD Board to discuss the implications of Bill C-38 and Federal initiatives impacting the Alberni-Clayoquot Region.

**CARRIED**

**9. REQUEST FOR DECISIONS & BYLAWS**

**a. Administrative Memo regarding Yellow Pages – telephone book recycling**

*MOVED: Director Irving*

*SECONDED: Director Kokura*

*THAT the Board of Directors receive this memo.*

**CARRIED**

**b. Request for Decision regarding Salmon Beach Road Maintenance**

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT the Board of Directors instruct staff to organize a joint meeting with the Ministry of Transportation, Ministry of Forests, Lands & Natural Resource Operations and ACRD staff to discuss the future of road maintenance in Salmon Beach.*

**CARRIED**

**c. Request for Decision regarding Disconnection Procedures**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Board of Directors no longer follow the procedures of the former Beaver Creek Improvement District with regard to the disconnection process of delinquent accounts.*

**CARRIED**

**d. Request for Decision regarding Garbage & Recycling Bylaw Amendment**

*MOVED: Director Bennett*

*SECONDED: Director Irving*

*THAT this correspondence be received and concur with staff recommendation.*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Irving*

*THAT Bylaw R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012 be read a first time.*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Irving*

*THAT Bylaw R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012 be read a second time.*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Irving*

*THAT Bylaw R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012 be read a third time.*

**CARRIED**

*MOVED: Director Irving*  
*SECONDED: Director Bennett*

*THAT Bylaw R1021-2, Garbage and Recyclable Materials Collection Amendment, 2012 be adopted.*

**CARRIED**

**e. Request for Decision regarding Cherry Creek Waterworks District**

*MOVED: Director Wong*  
*SECONDED: Director Kokura*

*THAT in the event that the provision of water to Cherry Creek residents becomes a local service provided by the Alberni-Clayoquot Regional District before December 31, 2013, the Board of Directors approves the allocation of \$550,000 from the gas tax funds for upgrades to the Cherry Creek Water System.*

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT this correspondence be referred to the Electoral Area Directors Committee Meeting.*

**CARRIED**

**f. Request for Decision regarding Salmon Beach Public Square**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Board of Directors authorize staff to apply for a permit from the Ministry of Transportation to operate the unopened ministry road dedication in Salmon Beach as a Public Square.*

**CARRIED**

**g. Request for Decision regarding Statement of Financial Information**

*MOVED: Director Solda*

*SECONDED: Director Kokura*

*THAT the Board of Directors approve the Alberni-Clayoquot Regional District's and Alberni-Clayoquot Regional Hospital District's 2011 Statements of Financial Information (SOFI) including all of the statements and schedules.*

**CARRIED**

**h. Request for Decision regarding VIRL Service Area Request**

*MOVED: Director Cote*

*SECONDED: Director Irving*

*THAT the Board of Directors not proceed at this time with the establishment of a library building service area, as requested by the Vancouver Island Regional Library.*

**CARRIED**

**i. Request for Decision regarding IT Support Contractor**

*MOVED: Director McNabb*

*SECONDED: Director Solda*

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a one year contract with Mr. George Rose for IT Support Services for a total cost not to exceed \$45,000.00 commencing on July 1, 2012.*

**CARRIED**

Director Geall left meeting at 3:27 pm

Director Geall re-entered the meeting at 3:29 pm

**j. Request for Decision regarding Change of Location – July Board Meetings**

*MOVED: Director Solda*  
*SECONDED: Director Cote*

*THAT the location of the Alberni-Clayoquot Regional District Board of Directors meetings in July 2012 be amended as follows:*

*Wednesday, July 11<sup>th</sup>*  
*1:30 pm*  
*Yuulu?if?ath Community Centre*  
*406 Hit-tat-soo Road, Hitacu, BC*

*Wednesday, July 25<sup>th</sup>*  
*1:30 pm*  
*House of Huu-ay-aht*  
*170 Nookemus Road, Anacla, BC.*

**CARRIED**

**k. Request for Decision regarding Centennial Cleanup Days**

*MOVED: Director Geall*  
*SECONDED: Director Solda*

*THAT this memo be received.*

**CARRIED**

**l. Request for Decision regarding Booster Pump Station**

*MOVED: Director Geall*  
*SECONDED: Director Solda*

*THAT this memo be received.*

**CARRIED**

**m. Request for Decision regarding Food Security Survey**

*MOVED: Director Geall*  
*SECONDED: Director Cote*

*THAT the Board of Directors receive and support the ADC partnering with the Alberni Valley Transition Towns Society to rework and distribute the proposed survey; specifically to obtain the geographic results as detailed in option number two.*

**CARRIED**

**10. PLANNING MATTERS**

**a. Beaufort Official Community Plan**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Board of Directors receive the public hearing report for Bylaw P1287.*

**CARRIED**

*MOVED: Director Kokura*  
*SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing minutes as amended for Bylaw P1287.*

**CARRIED**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT Bylaw P1287, Regional District of Alberni-Clayoquot Beaufort (Electoral Area B) Official Community Plan Bylaw 2012, be read a second time.*

**CARRIED**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT Bylaw P1287, Regional District of Alberni-Clayoquot Beaufort (Electoral Area B) Official Community Plan Bylaw 2012, be read a third time.*

**CARRIED**

**b. DVC12003, MAIBACH, 1021 BEACH ROAD**  
Development Variance Application – Report

*MOVED: Director Bennett*  
*SECONDED: Director Cote*

*THAT the Board of Directors pass a resolution to consider issuing development variance application DVC12003.*

**CARRIED**

**c. RD11004, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD**  
Rezoning Application – Report and Bylaws P1296 and P1297

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT the Board of Directors receive the staff report and concur with staff recommendations to proceed with the rezoning application subject to the applicants obtaining a commercial access permit from the Ministry of Transportation and Infrastructure, confirmation that a minimum of six (6) dedicated parking spaces will be provided within the portion of the property under application, the existing signage on the property being brought into compliance with the ACRD Sign Bylaw No. R1022, removal or relocation of the two trailers being stored on this portion of the property, and meeting all technical referral agency requirements.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Kokura*

*THAT Bylaw P1296, Sproat Lake Official Community Plan Amendment be read a first time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Kokura*

*THAT Bylaw P1297, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be read a first time.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT the public hearing for Bylaws P1296 and P1297 be delegated to the Director for Electoral Area "D" Sproat Lake, the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

**d. BEAVER CREEK OFFICIAL COMMUNITY PLAN**  
Memorandum and Bylaw P1291

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT the Board of Directors receive the staff memorandum.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT Bylaw P1291 Regional District of Alberni-Clayoquot Beaver Creek (Electoral Area E) Official Community Plan, 2012, be read a first time.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Bennett*

*THAT the Board of Directors pass the following resolution: That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Geall*

*THAT the Board of Directors pass the following resolution: That the Beaver Creek Official Community Plan Bylaw P1291 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT the public hearing for Bylaw P1291 be delegated to the Director for Electoral Area "E" Beaver Creek, the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

- e. DPF12001, PRICE, 6625 ROSEWOOD ROAD**  
Development Permit Application – Report and Permit

*MOVED: Director Wong*  
*SECONDED: Director Kokura*

*THAT the Board of Directors pass a resolution to issue Development Permit DPF12001.*

**CARRIED**

## **11. REPORTS**

### **11.1 STAFF REPORTS**

- a. CAO Report - June 21, 2012
- b. Planning and Development Report - June 20, 2012
- c. Building Inspector's Report – May 2012
- d. Environmental Services Manager Report – June 21, 2012
- e. Financial Manager's Report – June 20, 2012
- f. Financial Statements – May 31, 2012
- g. Staff Action Items Report – June 20, 2012
- h. Meeting Schedule – July, 2012

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the Board of Directors receives the Staff Reports a-h.*

**CARRIED**

### **11.2 COMMITTEE REPORTS**

- a. Fisheries Resource Committee– June 27, 2012 – B. Irving – Verbal

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT Director Alan McCarthy be appointed to the Fisheries Resource Committee*

**CARRIED**

Director Irving provided a brief overview of the Fisheries Committee meeting held earlier today. Mr. Gunn, Fisheries Committee Consultant will be conducting a marine asset survey.

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT the verbal report on the Fisheries Resource Committee meeting be received.*

**CARRIED**

- b. Beaver Creek Water Advisory Committee – June 18, 2012 – J. McNabb – Verbal

Director McNabb reported on the first meeting of the Committee held on June 18<sup>th</sup>. Good input was received from the previous BCID trustees. The Committee

reviewed ACRD plans that have been developing for improvements to the Beaver Creek water system.

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the verbal report on the Beaver Creek Water Advisory Committee meeting be received.*

**CARRIED**

### **11.3 CHAIR REPORT**

### **11.4 MEMBER REPORTS**

#### **a. RCMP Update**

The Chairperson reported that RCMP Inspector interviews were conducted yesterday. Four candidates were interviewed and one has been selected.

#### **b. 9-1-1 Corporation – J. Douglas**

Director Douglas provided a brief update on the 911 meeting held recently in Courtenay.

#### **c. Vancouver Island Regional Library - P. Cote – No Report**

#### **d. Central West Coast Forest Society – T. Bennett – No Report**

#### **e. Emergency Planning – P. Cote/M. Kokura/C. Solda – No report**

#### **f. Alberni Valley Chamber of Commerce – G. Wong – No report**

#### **g. Coastal Communities Network – T. Bennett – No Report**

#### **h. West Island Woodlands Advisory Group – J. Jack**

Director Jack reported on the June 14<sup>th</sup> meeting. It was Western Forest Product's turn at the meeting. A presentation was received on log exports.

#### **i. Island Coastal Economic Trust – G. Wong – No Report**

#### **j. Air Quality Council, Port Alberni – J. McNabb – No Report**

#### **k. West Coast Aquatic Board – T. Bennett - No Report**

#### **l. Clayoquot Biosphere Trust – No Report**

#### **m. Association of Vancouver Island & Coastal Communities – C. Solda**

Director Solda reported on the June 20<sup>th</sup> meeting. There was discussion regarding FortisBC and their rate application. The Treaty Advisory Committee Grant program is coming out again this year. AVICC is looking for information from members on topics for the next convention.

o. Other Reports

Director McNabb reported on three meetings of the Alberni-Clayoquot Continuing Care Society he attended recently. Director McNabb left a copy of the annual report with ACRD staff and copies can be provided to interested Directors.

MOVED: Director Solda  
SECONDED: Director McNabb

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

12. **UNFINISHED BUSINESS**

13. **LATE BUSINESS**

MOVED: Director Cote  
SECONDED: Director McNabb

*THAT the following be allowed for consideration as a late item: letter of recognition Tseshaht First Nations Elections.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Geall

*THAT the ACRD Board of Directors forward a letter to the Tseshaht First Nation congratulating their new Chief and Council on their recent election and forward a letter of thanks to former Chief Les Sam.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Geall

*THAT the following be allowed for consideration as a late item: sending a letter of condolence.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Geall

*THAT the ACRD Board forward a letter of condolence to the family of the late Albert Irg, recognizing his years of service with the ACRD.*

**CARRIED**

*MOVED: Director Wong*  
*SECONDED: Director Solda*

*THAT the following be allowed for consideration as a late item: community excellence awards.*

**CARRIED**

*MOVED: Director Wong*  
*SECONDED: Director Solda*

*THAT the ACRD submit a Community Excellence Award application for the Maa-nulth Treaty Process.*

**CARRIED**

**14. QUESTION PERIOD**

**15. IN-CAMERA**

*MOVED: Director Solda*  
*SECONDED: Director Cote*

*THAT the meeting be closed to the public to discuss matters relating to litigation or potential litigation affecting the Regional District*

**CARRIED**

The meeting was closed to the public at 4:05 p.m.

The meeting was re-opened to the public at 4:15 p.m.

**16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**17. ADJOURN**

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT this meeting be adjourned at 4:15 p.m.*

**CARRIED**

Certified Correct:

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Glenn Wong,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer