



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, SEPTEMBER 12, 2012, 1:30 pm

Dogwood Room, Echo Centre, 4255 Wallace Street, Port Alberni, BC

REVISED AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Beaver Creek Water Advisory Committee – August 20, 2012	1-3
<i>THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on August 20, 2012 be adopted.</i>	
b. Board of Directors Meeting – August 22, 2012	4-12
<i>THAT the minutes of the Board of Directors meeting held on August 22, 2012 be adopted.</i>	
c. West Coast Committee Meeting – September 5, 2012	EX 1-3
<i>THAT the minutes of the West Coast Committee meeting held on September 5, 2012 be adopted.</i>	
d. West Coast Multiplex Advisory Committee Meeting – September 5, 2012	EX 4-6
<i>THAT the minutes of the West Coast Multiplex Advisory Committee meeting held on September 5, 2012 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
a. Mr. Ken Sander, Alberni Golf Club & Mr. Keith Gibson, Long Beach Golf Club regarding Request for Tax Exemption 2013	
<i>THAT Mr. Ken Sander, Alberni Valley Golf Club & Mr. Keith Gibson, Long Beach Golf Club be invited to address the Regional District Board.</i>	

- b. **Mr. Ken Watson, Manager, City of Port Alberni, Mr. Tom Paisley, General Manager, Port Alberni Division, Catalyst, update regarding City of Port Alberni and Catalyst Paper Agreement for Wastewater Treatment Facility, Roads and Lands**

THAT Mr. Ken Watson, City of Port Alberni & Mr. Tom Paisley, Catalyst be invited to address the Regional District Board.

- c. **Mr. Steve Watson, BC Hydro, regarding Long Beach Area Reinforcement Project**

THAT Mr. Steve Watson, BC Hydro be invited to address the Regional District Board.

- d. **Mr. Peter Elson, regarding Development Variance Application DVC12004, Burmeister**

THAT Mr. Peter Elson be invited to address the Regional District Board.

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR TAX EXEMPTION 2013** **13-19**
Alberni Golf Club Ltd., September 4, 2012 & Long Beach Golf Club, August 11, 2012 regarding Request for Tax Exemption 2013

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to prepare a 2013 tax exemption Bylaw for the Alberni Golf Club and the Long Beach Golf Club for consideration by the Board of Directors

- b. **REQUEST FOR FORMAL RECOGNITION** **20-21**
Jean Gelwicks, July 22,2012, Request for Cougar Annies Garden to be formally recognized as a historical place.

Board Direction Requested

- c. **REQUEST FOR FUNDING ASSISTANCE** **22-24**
Bear Smart BC, August 18,2012, Request for Funding Assistance for Bear Smart Signage and a Joint Meeting with the Alberni-Clayoquot Regional District and the City of Port Alberni.

Board Direction Requested

7. CORRESPONDENCE FOR INFORMATION

- a. **DISTRICT OF TOFINO** **25**
Tonquin Foundations' Offer to Provide Tsunami Debris Repository

	Facility Planning – Vancouver Island Regional Library	26
b.	UBCM	27-38
	Agricultural Land Commission – New Directions	
	Consultation on the Ministry of Health’s Public Health Plan	39-56
	Packaging and Printed Paper Product Stewardship	57-66
	Alberni-Clayoquot Regional District’s Application to the 2012 UBCM	67
	GSPF Gas Tax Funding for the Beaver Creek Water Booster Pump	
c.	VILLAGE OF GRANISLE	
	Persons with Disabilities Benefit	68
	Proposed Changes to Fisheries Act Section 35 (1)	69
d.	HEART & STROKE FOUNDATION	70-71
	2012 UBCM Resolution on Outdoor Smoke-Free Public Places	
e.	CITY OF PORT ALBERNI	
	Conditional Water Licence No. C120713 on Great Central Lake	72-73
f.	BRITISH COLUMBIA ACHIEVEMENT FOUNDATION	
	Tenth Annual British Columbia Achievement Awards	74
	(application form held in office)	
g.	SUNSHINE COAST REGIONAL DISTRICT	75-79
	Inclusion of Huu-ay-aht First Nation and Yuułu?if?ath Government	
h.	DEPARTMENT OF FISHERIES AND OCEANS	
	WCVI Area G Troll Fleet Sockeye Salmon Access and the Pacific Salmon	80-81
	Treaty Mitigation Fund	
i.	BC HYDRO	82-85
	Funding Available for Electric Beautification Projects	

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

8. REQUEST FOR DECISIONS & BYLAWS

a.	MEMORANDUM	86-110
	Bylaw PS1005-5 Building Permit Fees	EX 7-8
	Building Bylaw No. PS1005-5 – Building Permit Fees(replaces pages 109 & 110)	

THAT Bylaw PS1055-5, Building Bylaw – Building Permit Fees be adopted.

b.	MEMORANDUM	111-143
	Finance Warrant Number 520	

THAT the Board of Directors approves Finance Warrant Number 520 in the amount of \$1,351,496.94 dated July 31, 2012.

c.	REQUEST FOR DECISION	144
	Bamfield Transfer Station Share Shed	

THAT the Alberni-Clayoquot Regional District Board of Directors award the contract to Adelhardt Concrete Plus Construction for the amount of \$20,720.00 including HST to build a Share Shed at the Bamfield Transfer Station.

- d. **REQUEST FOR DECISION**
 Bylaw E1055, West Coast Multiplex Local Service Area Establishment **145-150**

THAT the following motion from the August 22, 2012 Board meeting be lifted from the table.

*MOVED: Director Irving
SECONDED: Director Schmunk*

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a first time.

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a second time.

THAT Bylaw E1055, West Coast Multiplex Local Service Area Establishment, 2012 be read a third time.

- e. **REQUEST FOR DECISION**
 Appointment of Fire Chief – Sproat Lake Volunteer Fire Department **EX 9**

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Wade Hepp as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVC12004, BURMEISTER, 1112 FRONT STREET** **151-152**
 Development Variance Application – Memo & Permit

THAT the Board of Directors pass a resolution to issue development variance DVC12004.

- b. **CHERRY CREEK OFFICIAL COMMUNITY PLAN** **153-154**
 Memo & Bylaw P1278

THAT the Board of Directors receive the staff memorandum.

THAT Bylaw P1278, Regional District of Alberni-Clayoquot Cherry Creek (Electoral Area F) Official Community Plan Bylaw 2012 be adopted.

9.2 ALL DIRECTORS

- a. **WC12005, WESTERN FOREST PRODUCTS, EFFINGHMAN INLET** **155-161**
Memorandum

THAT the Board of Directors recommend approval subject to the recommendations which were identified in the M.C. Wright and Associates Report.

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – September 6, 2012 **162-167**
- b. CAO Report – September 2012 **168**

THAT the Board of Directors receives the Staff Reports for September 2012

10.2 COMMITTEE REPORTS

- a. **Regional Fisheries Resource Committee, September 12, 2012 - B. Irving (Verbal)**

THAT the Board of Directors receive the Committee verbal reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS
(requires 2/3 majority vote)

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to
i. litigation or potential litigation affecting the Regional District

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

Next Board of Directors Meeting: Wednesday, October 10, 1:30 pm, Alberni-Clayoquot Regional District Board Room



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, SEPTEMBER 5, 2012

Long Beach Golf Club, 1850 Pacific Rim Highway, Tofino, BC

DIRECTORS Bill Irving, Chairperson, Mayor, District of Ucluelet

PRESENT: Tony Bennett, Electoral Area "C" (Long Beach)
Perry Schmunk, Mayor, District of Tofino

STAFF PRESENT: Andy Daniel, Manager of Environmental Services
Teri Fong, Manager of Finance
Wendy Thomson, Manager of Administrative Services
Mark Fortune, Supervisor, Long Beach Airport

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:45 am.

2. **APPROVAL OF AGENDA**

MOVED BY: Director Schmunk

SECONDED: Director Bennett

THAT the agenda be approved as circulated with the addition of the following late item: update on repairs to the Salmon Beach septic field.

CARRIED

3. **ADOPTION OF MINUTES**

a. **West Coast Committee Meeting – July 9, 2012**

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT the minutes of the West Coast Committee meeting held on July 9, 2012 be adopted.

CARRIED

4. **PETITIONS, DELEGATIONS & PRESENTATIONS**

a. **Mr. Keith Gibson, Mr. Walter McBrine, Mr. Chris Bird, Long Beach Recreation Cooperative regarding Long Beach Golf Club Draft lease Agreement.**

MOVED: Director Bennett
SECONDED: Director Schmunk

THAT the Long Beach Recreation Cooperative be invited to address the West Coast Committee.

CARRIED

Mr. Gibson advised that the Long Beach Recreation Cooperative has some concerns with the draft Long Beach Golf Club Lease they would like to address with the West Coast Committee before moving forward. Mr. Gibson highlighted areas of concern with the draft lease which will impact Golf Course operations. The Cooperative requested the lease term to commence on January 1, 2013 for a three year term. Mr. Gibson reminded the Committee that the Cooperative would like a longer term lease. They hope the rezoning issues at the Airport will be resolved in order to enter into a longer lease on the land. The Chairperson thanked the delegation for their presentation and advised that the West Coast Committee will consider all the issues raised by the Cooperative with regards to the draft lease.

The meeting recessed at 12:30 pm

The meeting re-convened at 12:45 pm

5. REPORTS

a. Long Beach Airport

- i. Update Resurfacing Project – M. Fortune
M. Fortune provided an update on the Long Beach Airport runway resurfacing project. The project has been substantially completed. Transport Canada has conducted an inspection of the hard surface. They are still waiting on the final inspection by the Engineering firm, Genivar. A few issues have arisen and are being addressed.
- ii. Update Culvert Replacement – A. Daniel
The Manager of Environmental Services provided an update on the culvert replacement project on the Airport Road. The culvert is going in today. They are hoping to have single lane traffic tomorrow and the road open by the end of the week. The Project is on budget and should fully be completed by next Friday.

b. Update West Coast Landfill – A. Daniel

The Manager of Environmental Services provided a brief update on the West Coast Landfill.

c. Salmon Beach Septic – A. Daniel

The Manager of Environmental Services reported on the tender closing for the Salmon Beach Septic repair. Four bids were received. The tender has been awarded to the low bidder, Denis Francoeur Backoeing. The Toquaht Nation has been notified. Dates of significance are September 30th for the field component and October 19th the rest of the work including tank installation and electrical to be completed.

d. Other Reports

M. Fortune discussed possible funding opportunities through Transport Canada for the Long Beach Airport. Staff will investigate and report back to the West Coast Committee.

*MOVED: Director Bennett
SECONDED: Director Schmunk*

THAT the above reports be received.

CARRIED

6. IN-CAMERA

*MOVED: Director Bennett
SECONDED: Director Schmunk*

THAT the meeting be closed to the public to discuss 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

The meeting was closed to the public at 1:05 pm.

The meeting was re-opened to the public at 2:26 pm.

7. ADJOURN

*MOVED: Director Schmunk
SECONDED: Director Bennett*

THAT this meeting be adjourned at 2:26 pm.

CARRIED

Certified Correct:

Bill Irving,
Chairperson

Wendy Thomson,
Manager of Administrative Services

EX3



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST MULTIPLEX ADVISORY COMMITTEE MEETING

HELD ON WEDNESDAY, SEPTEMBER 5, 2012, 1:00 PM

Long Beach Golf Club, 1850 Pacific Rim Highway, Tofino, BC

COMMITTEE Bill Irving, Chairperson, Mayor, District of Ucluelet

MEMBERS Perry Schmunk, Mayor, District of Tofino

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

Keith Gibson, West Coast Multiplex Society

Tim May, West Coast Multiplex Society

Gord Johns, West Coast Multiplex Society

Geoff Lyons, District of Ucluelet

STAFF PRESENT: Teri Fong, Manager of Finance

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:20 pm.

2. APPROVAL OF AGENDA

MOVED BY: Director Schmunk

SECONDED: Director Bennett

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. West Coast Multiplex Meeting – July 9, 2012

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT the minutes of the West Coast Multiplex Advisory Committee meeting held on July 9, 2012 be adopted.

CARRIED

4. REPORTS

a. Request for Decision to ACRD Board of Directors

Re: Bylaw E1055, West Coast Multiplex Local Service Area Establishment,
2012

The Manager of Administrative services reported that the Alberni-Clayoquot Regional District Board of Directors tabled first reading of Bylaw E1055 at their meeting on August 22nd. The Yuułuꞵitꞵatꞵ Government needs a bit more time to decide if they wish to be part of the service area. The Bylaw will be back on for consideration of three readings at the September 12th Board meeting. A referendum date in November is still possible if the Bylaw receives three readings at the next Board meeting.

MOVED: Director Schmunk

SECONDED: Director Bennett

THAT the verbal and written report regarding Bylaw E1055 be received.

CARRIED

b. McGill & Associates Engineering Ltd.

Re: West Coast Multiplex – Preliminary Site Servicing

c. VVI Construction Ltd.

Re: West Coast Multiplex Phase 1 – Ice Arena
Design & Construction Budget

MOVED: Director Schmunk

SECONDED: Director Bennett

THAT the correspondence from McGill & Associates Engineering and VVI Construction Ltd. be received.

CARRIED

The Committee discussed the construction cost estimate provided by VVI Construction of \$12 million dollars. G. Johns and K. Gibson reported that the Society received a construction cost estimate of approximately \$7 ½ million dollars. There was discussion as to why there is such a huge difference in cost estimates. The Committee asked Regional District staff to investigate the cost estimate further with VVI Construction.

**d. Proposed Figures – Multiplex Operating Costs & Revenues
T. Fong (Verbal)**

The Manager of Finance provided the Committee with an overview on how staff came up with the operating costs for the multiplex facility. ACRD staff consulted with Scott Kenny, City of Port Alberni Parks and Recreation and reviewed revenues and expenditures from Gold River and Port McNeill arenas. These facilities are similar in size to the proposed multiplex on the West Coast.

MOVED: Director Schmunk

SECONDED: Director Bennett

THAT the verbal report on operating costs and revenues be received.

CARRIED

G. Lyons entered meeting at 1:45 pm

10. ADJOURN

MOVED: Director Bennett

SECONDED: Director Schmunk

THAT this meeting be adjourned at 2:00 pm.

CARRIED

Certified Correct:

Bill Irving,
Chairperson

Wendy Thomson,
Manager of Administrative Services

Regional District of Alberni-Clayoquot
Schedule "A" to Bylaw PS1005-5
Fees

1. Building Permit Fees

a. The fees payable for a permit for construction, addition, extension, alteration and repair of any building or any other work requiring a permit and not specifically listed here shall be as follows:

i. Value of proposed work:

- (1) Up to \$2,000.00 the fee is \$50.00
- (2) \$2,000.00 or more, but less than \$500,000.00 the fee is \$50.00, plus \$7.00 for each \$1,000 or part thereof in excess of \$2,000.00
- (3) \$500,000.00 or more the fee is \$3,500.00 plus \$6.00 for each \$1,000 or part thereof in excess of \$500,000.00

2. Value of proposed work

The estimated value of the proposed work is the estimated value of construction as determined in accordance with the Marshall & Swift "Marshall Valuation Service" or "Residential Cost Handbook" using "average" quality of construction.

3. Miscellaneous fees

- a. Re-inspection Fee \$50
- b. Demolition Permit Fee \$30
- c. Solid fuel burning applicant Fee \$100*
(includes one call back or inspection if necessary)

These fees do not include applicable taxes.

* Includes tax.



REQUEST FOR DECISION

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Meeting Date: September 12, 2012
Subject: Appointment of Fire Chief – Sproat Lake Volunteer Fire Department

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Wade Hepp as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term.

Desired Outcome:

To appoint a new Fire Chief to the Sproat Lake Volunteer Fire Department.

Background:

Mr. Peter Klaver has resigned as Fire Chief of the Sproat Lake Volunteer Fire Department (SLVFD). On Tuesday, September 4th, I conducted the Fire Chief elections on behalf of the SLVFD. Mr. Wade Hepp, Deputy Fire Chief was elected as the new Fire Chief for the SLVFD.

As per Bylaw 563, section 1.2, *Sproat Lake Volunteer Fire Department Establishment and Regulation*, the Fire Chief is appointed by resolution of the ACRD Board of Directors for a term of three years.

Time Requirements – Staff & Elected Officials:

n/a

Financial:

The SLVFD Fire Chief receives an annual honorarium – Funds come from the SLVFD Budget.

Policy or Legislation:

Local Government Act and ACRD Bylaw 563.

Submitted by: _____

Russell Dyson, Chief Administrative Officer