



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 14, 2012

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

DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

PRESENT:

Lyle Price, Alternate Director, Electoral Area "F" (Cherry Creek)

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, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Wendy Thomson, Manager of Administrative Services

Andy Daniel, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Special Board of Directors Meeting – October 10, 2012

MOVED: Director Geall

SECONDED: Director Kokura

THAT the minutes of the Special Board of Directors meeting held on October 10, 2012 be adopted.

CARRIED

b. Board of Directors Meeting – October 24, 2012

MOVED: Director Bennett

SECONDED: Director Price

THAT the minutes of the Board of Directors meeting held on October 24, 2012 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

- a. Ministry of Justice, October 31, 2012, Request to review the recent earthquake event and response with our Emergency Program Coordinator to identify opportunities for improvement.**

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Board of Directors refer the correspondence to the next meeting of the Alberni Valley Emergency Planning Committee and copy to Linda Myres, Bamfield Emergency Planning Coordinator.

CARRIED

- b. November 6, 2012 from Bamfield Community Hall Society Board of Directors regarding request for the Alberni-Clayoquot Regional District Board of Directors to endorse the Bamfield Community Hall Society's proposal for a new Bamfield Community Hall.**

MOVED: Director Jack

SECONDED: Director Kokura

THAT the Board of Directors refer the Bamfield Community Hall Society's request to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the Alberni-Clayoquot Regional District.

CARRIED

- c. West Coast Aquatic, Request for the Alberni-Clayoquot Regional District Board of Directors to appoint Director Penny Cote to the Barkley Salmon Working Group as a Regional District liaison.**

MOVED: Director McNabb

SECONDED: Director Irving

THAT the Board of Directors appoint Director Cote to the West Coast Aquatic Barkley Salmon Working Group.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. Association of Vancouver Island Municipalities regarding Clean-up of Abandoned Tire Dump, Request for Submission and Call for Nominations for AVICC Executive;
- b. Local Government Leadership Academy regarding Local Government Leadership Academy 2013 Leadership Forum – February 20-22, 2013;
- c. BC Metis Federation regarding Metis Day of Remembrance – Louis Riel Day, November 16, 2012;
- d. Chemainus Theatre Festival, Five Citizens of Port Alberni, Energy Solutions for Vancouver Island, regarding support for Island Corridor Foundation;
- e. Tseshaht First Nation regarding letter to Ministry of Justice on the October 27, 2012 Haida Gwaii Earthquake;
- f. City of Port Alberni regarding letter to the Honourable Christy Clark, Premier of BC, requesting increase to Persons With Disabilities Benefit;
- g. BC Treaty Commission regarding Annual Report 2012;
- h. Water Finance Research Foundation regarding Water Main Break Rates in the USA and Canada: A Comprehensive Study;
- i. Forest Practices Board regarding 2011/12 Annual Report;
- j. Ombudsperson regarding Open Meetings: Best Practices Guide for Local Governments;
- k. Association of Kootenay & Boundary Local Governments regarding News Release - Provincial funding formula to local governments;
- l. Healthy Forests Healthy Communities regarding Healthy Forests – Health Communities: A conversation on BC forests;
- m. Nuu-chah-nulth Tribal Council regarding Draft Record of Decisions – Motion #17 Float Homes;
- n. Ministry of Environment regarding Follow up to meeting at UBCM;
- o. Western Economic Diversification Canada regarding offer of Financial Assistance Under the Community Infrastructure Improvement Fund;
- p. Yuułuʔiłʔatḥ Government regarding Yuułuʔiłʔatḥ Lands at the Junction of Highway 4 and the Tofino-Ucluelet Highway.

MOVED: Director Kokura

SECONDED: Director Irving

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

CARRIED

MOVED: Director Irving

SECONDED: Director Cote

THAT item l. Healthy Forests Healthy Communities be referred to Pat Deakin, Economic Development Officer for advice and input.

CARRIED

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Regional District forward a letter to Ms. Lynne Magee, Regional Drinking Water Coordinator, VIHA with copies to the District of Ucluelet and the Yuułuʔiłʔatḥ Government, regarding development of the junction property on Highway 4 and the Tofino-Ucluelet Highway, requesting the following:

- a. What type of input can the ACRD provide with regards to the development of the junction property on Highway 4 and potential impacts to the District of Ucluelet’s well head, and;*
- b. The ACRD be included in all meetings with regards to development of the property and protection of the water site.*

CARRIED

MOVED: Director Cote

SECONDED: Director Bennett

THAT the item e. Tseshah First Nation – Letter to the Ministry of Justice regarding the October 27th Haida Gwaii Earthquake be referred to the Emergency Planning Committee.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT item f. City of Port Alberni letter to Honourable Christy Clark, Premier of BC requesting an increase to the persons with disabilities benefit be referred to the Alberni-Clayoquot Health Network.

CARRIED

MOVED: Director Cote
SECONDED: Director Geall

THAT Directors' be authorized to attend the Local Government Leadership Academy 2013 Leadership Forum, February 20 to 22, 2013 in Richmond, BC.

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the main motion be amended to read newly elected Directors.

CARRIED

The main motion as amended was;

CARRIED

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Regional District forward a letter to Minister Lake, Ministry of Environment following up on discussion at the UBCM convention regarding what the Province is proposing to do with the fees charged to illegal float homes in Barclay Sound and Great Central Lake.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Consulting Engineering Services for the Bamfield Water System

MOVED: Director Geall
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors award the Consulting Engineering Services contract for the Bamfield Water System review to Koers & Associates Engineering Ltd., in the amount of \$10,000.00.

CARRIED

b. Request for Decision regarding West Bamfield Public Port Facility

MOVED: Director Geall
SECONDED: Director Irving

THAT the Board directs staff to investigate and explore options and implications related to taking over the West Bamfield public port facility from Transport Canada.

CARRIED

c. Request for Decision regarding Regional Transit Feasibility Study

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors explore the conduct of a Transit Feasibility Study for the region by BC Transit.

CARRIED

d. Administrative Memo regarding Planning Department Application Procedures – Recommendations from the Electoral Area Directors Committee

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

- 1. Carefully consider and limit the use of covenants in the rezoning process.*
- 2. Only refer ALR applications for subdivision and nonfarm use within the ALR to the Agricultural Advisory Committee. Current practice is to refer to both the Agricultural Advisory Committee and the area APC. The APC would review the application at the rezoning stage if required.*
- 3. Only refer applications to APCs once, but provide the option for the ACRD Board to refer applications back to APCs.*
- 4. Reduce the number of commercial zones (to streamline approvals not to limit economic opportunities) when the zoning bylaw is updated.*
- 5. Staff responds directly to Crown lease Referrals with consultation from area director.*
- 6. Update the development application procedures and prepare a handout that is available at the front counter for applicants and the public.*
- 7. Contact members of the development community and explain the application process. This can be done with the help of the Economic Development Officer.*

CARRIED

e. Administrative Memo regarding Bylaw Enforcement Procedures – Recommendations from the Electoral Area Directors Committee

MOVED: Director McNabb

SECONDED: Director Price

THAT the Board of Directors endorses the following recommendations from the Electoral Area Directors Committee:

- 1. Amend the Bylaw Enforcement procedures to allow staff to make contact with the owner/resident of a property in person prior to issuing a letter*
- 2. Proceed with updating the Zoning Bylaw.*
- 3. Provide public information through a bylaw pamphlet*
- 4. Provide public information through a bylaw pamphlet*

CARRIED

f. Administrative Memo regarding Finance Warrant No. 522

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Board of Directors approves Finance Warrant Number 522 in the amount of \$922,714.67 dated October 31, 2012.

CARRIED

g. Administrative Memo regarding TD Visa Payment and Statement

MOVED: Director Bennett

SECONDED: Director Geall

THAT the Board of Directors receives this report for information.

CARRIED

h. Request for Decision regarding purchase of new Multi-Functioning Copier

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors purchase a new multi-functioning copier for the Regional District Office from AGS Business Systems Inc. at a cost of \$10,691.00 plus taxes.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. RD11004, SPROAT LAKE LANDING, 10695 LAKESHORE ROAD**
Rezoning Application – Memorandum and Bylaws P1296 and P1297

MOVED: Director Cote
SECONDED: Director Bennett

THAT the memorandum be received.

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

THAT Bylaw P1296, Sproat Lake Official Community Plan Amendment Bylaw, be adopted.

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

THAT Bylaw P1297, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

- b. BEAVER CREEK OFFICIAL COMMUNITY PLAN**
Public Hearing Report and Minutes and Bylaw P1291

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receives the public hearing report for Bylaw P1291.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receives the public hearing minutes for Bylaw P1291.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

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

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

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

CARRIED

- c. DVF12006, VAN VLIET, 6088 RENTON ROAD SOUTH**
Development Variance Application – Report

MOVED: Director Lyle
SECONDED: Director McNabb

THAT the Board of Directors pass a resolution to consider issuing the development variance DVF12006.

CARRIED

9.2 ALL DIRECTORS

- a. COUGAR ANNIE HISTORIC PLACE**
Staff Report

MOVED: Director Irving
SECONDED: Director Cote

THAT the Board of Directors receives the staff report and refer to the Electoral Area Directors Committee and the Regional District Parks and Trails Study process.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – November 7, 2012
- b. CAO Report – November 7, 2012
- c. Finance Department Staff Report – November 7, 2012
- d. Environmental Service Department Report – November 7, 2012

MOVED: Director Jack
SECONDED: Director Cote

THAT the Board of Directors receives the Staff Reports.

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

a. Coastal Community Network

Minutes from a meeting held October 18, 2012

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Board of Directors receives this report.

CARRIED

b. Other Reports

Director McNabb reported on the Air Quality Council meeting held on November 6th. The Council is waiting for the Regional District to forward the proposed woodstove burning bylaw for review and input from the APC's. Dr. Hassleback attended the meeting and discussed the impacts on air quality from old woodstoves.

MOVED: Director McNabb
SECONDED: Director Douglas

THAT the Board of Directors receive the verbal report on the Air Quality Council.

CARRIED

Director Douglas reported on the 911 meeting held on November 2nd in Courtenay. The provisional budget was adopted with a 5% increase. 911 texting will be introduced for disabled users.

MOVED: Director Douglas
SECONDED: Director Cote

THAT the verbal report on the 911 Corporation be received.

CARRIED

The Chairperson reported on attendance the recent Alberni Valley Chamber of Commerce meeting. The Chamber will be donating \$200 to the Glenn Wong Memorial Scholarship fund set-up by School District 70. She reported that Mike Carter, Chamber Manager is retiring. They are currently conducting interviews for a new manager to start in March 2013.

MOVED: Director Solda
SECONDED: Director Bennett

THAT the verbal report on the Alberni Valley Chamber of Commerce be received.

CARRIED

11. UNFINISHED BUSINESS

- a. Director Cote advised Directors that she will provide them with copies of a report she received from Emcon Services regarding road maintenance, plowing, safety , highway cameras etc.

12. LATE BUSINESS

MOVED: Director Irving
SECONDED: Director Bennett

THAT the following be allowed for consideration as a late item: letter to the Coast Guard regarding the closure of the Amphitrite Traffic Centre in Ucluelet.

CARRIED

MOVED: Director Irving
SECONDED: Director Bennett

THAT the Board of Directors forward a letter to Minister Ashfield, Minister of Fisheries and Oceans and Minister for Atlantic Gateway requesting they strongly re-consider their proposal to close the Amphitrite Traffic Centre in Ucluelet stressing the importance of this facility on the West Coast with copies to the MLA and MP.

CARRIED

13. QUESTION PERIOD

14. ADJOURN

MOVED: Director Bennett
SECONDED: Director Douglas

THAT this meeting be adjourned at 3:07 pm

CARRIED

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer