



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON FRIDAY, DECEMBER 7, 2012

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

DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

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

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

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

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

Jack McLeman, Councillor, City of Port Alberni

Duncan McMaster, Alternate Director, Councillor, 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, Administrative Services

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm.

- a. The CAO welcomed everyone to the meeting and to the grand opening of the newly renovated ACRD Board Room. He provided background information on the need for renovating the Board Room. The CAO recognized contractors and individuals that contributed to the renovations. A special recognition was provided to Coulson's Manufacturing for donating the cedar for the feature wall.
- b. Mayor John Douglas, City of Port Alberni introduced and acknowledged the Port Alberni City Councillors' appointed to the Regional District Board for 2013: Cindy Solda and Jack McLeman.

2. ELECTIONS

a. Election of Chairperson - 2013

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District for 2013.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2013 for a first time.

Director McNabb nominated Director Solda for the position of Chairperson of the Alberni-Clayoquot Regional District for 2013. Director Solda accepted the nomination.

The CAO requested for nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2013 a second time.

Director Jack nominated Director Bennett for the position of Chairperson of the Alberni-Clayoquot Regional District for 2013. Director Bennett accepted the nomination.

The CAO requested for nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2013 a third time. There were no further nominations.

MOVED: Director Irving

SECONDED: Director Cote

THAT the candidates for Chairperson of the Alberni-Clayoquot Regional District be given the opportunity to address the Regional District Board.

CARRIED

The candidates each provided a two minutes speech on why they should be elected Chairperson of the ACRD Board for 2013.

The CAO and Manager of Administrative Services conducted the election of Chairperson. The CAO declared a tie vote.

The CAO and Manager of Administrative Services conducted the second election of Chairperson. The CAO declared Director Solda elected to the position of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2013.

b. Election of Vice Chairperson

The CAO conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District for 2013.

The CAO requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot for 2013 for a first time.

Director Bennett nominated Director Cote for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2013. Director Cote accepted the nomination.

The CAO requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot for 2013 a second time.

Director Solda nominated Director McNabb to the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2013. Director McNabb accepted the nomination.

The CAO requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District a third time. There were no further nominations.

MOVED: Director Bennett

SECONDED: Director Jack

THAT the candidates for the position of Vice-Chairperson be given an opportunity to address the Regional District Board.

CARRIED

The candidates each provided a two minutes speech on why they should be elected Vice-Chairperson of the ACRD Board for 2013.

The CAO and Manager of Administrative Services conducted the election of Vice-Chairperson. The CAO declared Director Cote elected to the position of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2013.

MOVED: Director McLeman

SECONDED: Director Cote

THAT the ballots for election of Chairperson and Vice-Chair be destroyed.

CARRIED

MOVED: Director Kokura

SECONDED: Director Irving

THAT the Board of Directors authorizes the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District for 2013:

- a. Cindy Solda, Chairperson*
- b. Penny Cote, Vice-Chairperson*
- c. Russell Dyson, Chief Administrative Officer*
- d. Teri Fong, Manager of Finance, and;*
- e. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

3. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the agenda be approved as circulated with the addition of the following late item: appointment to the Beaver Creek Water Advisory.

CARRIED

4. DECLARATIONS

Director McNabb declared a potential conflict interest with regards to Rezoning Application RF12005, Zeal Holdings Inc, 2450 Timberlane Road, Electoral Area "F" (Cherry Creek).

5. ADOPTION OF MINUTES

a. Highway Connector Committee Meeting – November 15, 2012

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the minutes of the Highway Connector Committee meeting held on November 15, 2012 be adopted.

CARRIED

b. Board of Directors Meeting – November 28, 2012

MOVED: Director Irving
SECONDED: Director Bennett

THAT the minutes of the Board of Directors meeting held on November 28, 2012 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

7. CORRESPONDENCE FOR ACTION

a. Correspondence November 22, 2012 from VIRL regarding appointment to the 2013 VIRL Board

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Board of Directors appoints Director Cote to the Vancouver Island Regional Library Board for 2013 and Director Geall as the Alternate to the Board.

CARRIED

- b. Correspondence November 23, 2012 from VIRL regarding information pertinent to their planning process**

MOVED: Director Cote

SECONDED: Director Geall

THAT this correspondence be received for information.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. Correspondence November 20, 2012 from City of Fort St. John regarding Community Mail Box Installation Fees and Persons with Disabilities Benefit**

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors receives the correspondence for information.

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Finance Warrant 523**

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Board of Directors approves Finance Warrant Number 523 in the amount of \$1,155,244.84 dated November 30, 2012.

CARRIED

- b. Request for Decision regarding Bylaw R1023, Fire Department Operational Criteria Bylaw**

MOVED: Director Irving

SECONDED: Director Bennett

THAT Bylaw R1023, Fire Department Operational Criteria Bylaw, 2012 be read a first time.

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT Mr. Dan Holder, Fire Services Coordinator for the Alberni-Clayoquot Regional District be allowed to address the Board of Directors.

CARRIED

Mr. Holder answered questions from Directors with regards to the Fire Department Operational Criteria Bylaw for the Regional District's volunteer fire departments.

MOVED: Director Irving
SECONDED: Director Cote

THAT Bylaw R1023, Fire Department Operational Criteria Bylaw, 2012 be read a second time.

CARRIED

MOVED: Director Geall
SECONDED: Director Irving

THAT Bylaw R1023, Fire Department Operational Criteria Bylaw, 2012 be read a third time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Irving

THAT Bylaw R1023, Fire Department Operational Criteria Bylaw, 2012 be adopted.

CARRIED

**c. Request for Decision regarding West Coast Multiplex Referendum –
Declaration of Official Election Results**

MOVED: Director Irving
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors receives the Determination of Official Election Results and Declaration of Official Election Results for the West Coast Multiplex Referendum held on Saturday, November 24, 2012 and that the Board of Directors adopt Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012.

CARRIED

MOVED: Director Bennett
SECONDED: Director Irving

THAT Bylaw E1056, West Coast Multiplex Service Area Establishment, 2012 be adopted.

CARRIED

d. Request for Decision regarding By-Election – Electoral Area “F: (Cherry Creek) and School District #70 Trustee Alberni Valley

MOVED: Director Price
SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors:

- i. Appoint Wendy Thomson, Chief Election Officer and Shelli Lyle, Deputy Chief Election Officer for the purposes of conducting the by-election for Director, Electoral Area “F” (Cherry Creek) and Trustee, School District No. 70 (Alberni), and;*
- ii. Set the by-election date for Saturday, February 16, 2013.*

CARRIED

e. Request for Decision regarding Electronic Device, Systems and Communications Policy

MOVED: Director Price
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni-Clayoquot Regional District Electronic Device, Systems and Communications Policy as presented.

MOVED: Director Jack
SECONDED: Director Bennett

THAT the main motion be amended by amending section 7 of the policy to read: with the exception of Apple application downloads onto ACRD iPads.

CARRIED

The main motion as amended was

CARRIED

f. Request for Decision regarding Amendment to Grant in Aid Policy

MOVED: Director Price
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors amend the Grant in Aid policy to allow for a special Committee of the Whole meeting to be called each year to review all Grant in Aid applications at once instead of referring the applications to multiple other committees.

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the main motion be amended by amending the policy to not preclude the ability to bring area specific grant in aid requests to the area committees for consideration.

CARRIED

The main motion as amended was

CARRIED

g. Request for Decision regarding 2013-2017 Alberni-Clayoquot Regional District & ACRHD Financial Plan Meeting Schedule

MOVED: Director Bennett/
SECONDED: Director Cote

THAT the Board of Directors approve the proposed meeting schedule for the 2013-2017 Alberni-Clayoquot Regional District Financial Plan and the 2013 Regional Hospital District Budget subject to change to accommodate a West Coast Committee meeting to coincide with Grant-in-Aid process.

CARRIED

h. Request for Decision regarding BC Ferries Feedback Form

MOVED: Director Kokura
SECONDED: Director Geall

THAT the Alberni-Clayoquot Regional District Board of Directors endorse the BC Ferries feedback form and forward it for the consideration at BC Ferries.

CARRIED

i. Request for Decision regarding Beaver Creek Improvement District Final Audit, Highlights Presentation of Draft May 31, 2012 Financial Statements

and Beaver Creek Improvement District Financial Statements ending May 31, 2012

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Beaver Creek Improvement District final financial statements for the period ending May 31, 2012.

CARRIED

j. Request for Decision – 2013 Board of Directors Schedule

MOVED: Director Bennett
SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District Board of Directors approves the 2013 Regular Board of Directors meeting schedule for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District as presented.

CARRIED

10. PLANNING MATTERS

10.1 ELECTORAL AREA DIRECTORS ONLY

- a. RC10001, CANADIAN SKYLINE HOTELS LTD, BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**
Rezoning Application – Report and Bylaws P1303 and P1304

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Board of Directors receive the staff report and recommend proceeding with first reading of Bylaws P1303 and P1304 subject to the applicant demonstrating that the proposed development will have no negative impact on the Lost Shoe Creek Aquifer and compliance with all technical referral agency requirements.

CARRIED

MOVED: Director Bennett
SECONDED: Director Kokura

THAT Bylaw P1303, South Long Beach Official Community Plan Amendment Bylaw, be read a first time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Kokura

THAT Bylaw P1304, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

CARRIED

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the public hearing for Bylaws P1303 and P1304 be delegated to the Director for Electoral Area "C" Long Beach, the Alternate Director, or the Chairperson of the Regional Board.

CARRIED

b. RE12002, ANDERSON, 5722 MERSEY ROAD
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1294

MOVED: Director McNabb
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing report for Bylaws P1294 & P1298.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors receive the public hearing minutes for Bylaws P1294 & P1298.

CARRIED

MOVED: Director McNabb
SECONDED: Director Bennett

THAT Bylaw P1294, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Bylaw P1294, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

CARRIED

c. RE12003, VAN DYK, 6016 FALLS STREET
Rezoning Application – Bylaw P1298

MOVED: Director McNabb
SECONDED: Director Bennett

THAT Bylaw P1298, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT Bylaw P1298, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.

CARRIED

d. DVF12006, VAN VLIET, 6088 RENTON ROAD SOUTH
Development Variance Application – Memo & Permit

MOVED: Director Price
SECONDED: Director McNabb

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

CARRIED

Director McNabb left the meeting at 3:20 pm due to a potential conflict of interest.

e. RF12005, ZEAL HOLDINGS INC, 2450 TIMBERLANE ROAD
Rezoning Application – Report and Bylaw P1302

MOVED: Director Geall
SECONDED: Director Price

THAT the Board of Directors receive the staff report and recommend proceeding with first reading of Bylaw P1302 subject to approval from the Ministry of Transportation and Infrastructure under section 52 of the Transportation Act, the applicant agreeing to remove the existing billboards, and meeting technical referral agency requirements.

CARRIED

MOVED: Director Geall
SECONDED: Director Price

THAT Bylaw P1302, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

CARRIED

*MOVED: Director Geall
SECONDED: Director Price*

THAT the public hearing for Bylaw P1302 delegated to the Director for Electoral Area "F" Cherry Creek, the Alternate Director, or the Chairperson of the Regional Board.

CARRIED

Director McNabb re-entered the meeting at 3:26 pm

10.2 ALL DIRECTORS

a. SURVEYED GPS CADASTRAL TIE PROJECT Memorandum

*MOVED: Director Price
SECONDED: Director Kokura*

THAT the Board of Directors receive the staff memorandum.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. Staff Action Items Report – December 3, 2012
- b. Planning and Development Report – December 1, 2012
- c. Environmental Services Report – December 3, 2012
- d. Finance Department Report – December 3, 2012

*MOVED: Director Bennett
SECONDED: Director Geall*

THAT the Board of Directors receives the Staff Reports.

CARRIED

11.2 COMMITTEE REPORTS

Beaver Creek Water Advisory Committee Meeting – December 3, 2012 – J. McNabb (Verbal)

Director McNabb reported on the meeting held on Monday night. There was good discussion with regarding the previous financial report and pathway to the future for the Beaver Creek water system. The Kitsuksis reservoir project is in final stages of construction.

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Board of Directors receives this verbal report.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

a. Late Business

MOVED: Director Irving

SECONDED: Director Bennett

THAT the following be allowed for consideration as a late item: fibre-optics on the West Coast.

CARRIED

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Regional District write a letter to BC Hydro, Telus Corporation and Network BC encouraging them to come to an agreement as soon as possible on required improvements to fibre-optics to the West Coast.

MOVED: Director Irving

SECONDED: Director Bennett

THAT the Regional District forward a letter to BC Hydro, Telus Corporation and Network BC supporting the immediate upgrade of existing fibre-optic facilities on the West Coast.

CARRIED

14. QUESTION PERIOD

Mr. W. Nicklin asked the Board of Directors if they were considering banning cardboard at the Alberni Valley Landfill. The Manager of Environmental Services advised that the Regional District will be looking at this in the new year.

15. ADJOURN

MOVED: Director McLeman

SECONDED: Director Kokura

THAT this meeting be adjourned at 3:42 pm.

CARRIED

Certified Correct:

Cindy Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer