



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 8, 2013

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

DIRECTORS PRESENT: Cindy Solda, Chairperson, City of Port Alberni
Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)
Linda Myres, Alternate Director, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Clive Pemberton, Alternate Director, Electoral Area "C" (Long Beach)
John McNabb, Electoral Area "E" (Beaver Creek)
Lindsay Rogers, Alternate Director, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Josie Osborne, Mayor, District of Tofino
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?if?ath 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 Chairperson called the meeting to order at 1:30 pm.

2. OATH OF OFFICE

The CAO conducted the Oaths of Office for Lindsay Rogers, Alternate Director, Electoral Area "F" (Cherry Creek), Clive Pemberton, Alternate Director, Electoral Area "C" (Long Beach) and Linda Myres, Alternate Director, Electoral Area "A" (Bamfield).

3. APPROVAL OF AGENDA

MOVED: Director Irving

SECONDED: Director Osborne

THAT the agenda be approved as circulated with the addition of the following late items: Request for Decision – Cougar Smith Park Tennis Courts Resurfacing and Request for Decision – Alberni Valley Hospice Society – Ty Watson House iPad Assistance.

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – April 24, 2013.

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the minutes of the Board of Directors meeting held on April 24, 2013 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Mike Wansink, President and Ms. Joan Miller, Film Commissioner, Vancouver Island North Film Commission regarding Update on Infilm Activities.

MOVED: Director Kokura

SECONDED: Director Jack

THAT Mr. Wansink, President and Ms. Joan Miller, Film Commissioner, Vancouver Island North Film Commission be invited to address the Regional District Board.

CARRIED

Mr. Wansink provided a power point presentation on the activities of INFILM. In 2012 there were 10 productions filmed in the Alberni-Clayoquot region and 56 digital portfolios sent to clients. INFILM has 5,360 images shot and loaded of the Alberni-Clayoquot region.

7. CORRESPONDENCE FOR ACTION

a. Alberni Valley Chamber of Commerce, April 26, 2013, Regarding a Request for the Regional District to Consider a Purchase of Property.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors received this correspondence and advise the AV Chamber of Commerce the ACRD is not interested in purchasing the property.

CARRIED

b. Union of British Columbia Municipalities, April 29, 2013, Regarding Applications Now Being Accepted for 2013/2014 Community to Community Forum.

MOVED: Director McNabb

SECONDED: Director McLeman

THAT the Board of Directors instruct staff to prepare a report and recommendations for consideration by the Board at their next meeting on applying through UBCM to host a C2C Forum in 2013.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

a. ALBERNI VALLEY FLYING CLUB

Invitation to Attend Open House on June 23, 2013

b. CANADA POST

Response to April 11th Letter

c. UNION OF BRITISH COLUMBIA MUNICIPALITIES

2013 Provincial Election Platform

d. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

2013 14 AVICC Executive/2014 Convention/2013 Resolutions Session

e. ISLAND COASTAL ECONOMIC TRUST

ICET Announces Funding Support for Sayward Economic Development Strategy

MOVED: Director Kokura

SECONDED: Director Irving

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

CARRIED

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the letter from the Alberni Valley Flying Club be referred to the Alberni Valley Committee for consideration.

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 528.

MOVED: Director Kokura

SECONDED: Director Irving

THAT the Board of Directors approves Finance Warrant Number 528 in the amount of \$1,085,747.67 dated April 30, 2013.

CARRIED

b. Request for Decision regarding Regional Parks Plan Steering Committee.

MOVED: Director Irving

SECONDED: Director McNabb

THAT the Board instructs staff to advertise in Bamfield, the West Coast, and the Alberni Valley for volunteers to sit on the steering committee for the Regional Parks plan.

MOVED: Director Cote

SECONDED: Director Osborne

THAT the main motion be amended to include: mileage will be paid to the volunteers on the Committee.

CARRIED

The main motion as amended was

CARRIED

c. Request for Decision regarding North Island 9-1-1 Corporation Articles – Amendments.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the 911 Corporation Article Amendments be deferred until staff seeks clarification on some of the proposed amendments.

CARRIED

d. Request for Decision regarding Pacific Western Transportation Service Project Regional Transit Feasibility Study.

MOVED: Director Cote

SECONDED: Director Osborne

THAT the Board of Directors approve the Pacific Western Transportation Service project to develop key recommendations that can address transportation issues within the Alberni-Clayoquot Regional District to a maximum amount of \$15,000.00.

CARRIED

e. Request for Decision regarding Lease Renewal – Orca Air – Long Beach Airport.

MOVED: Director Irving

SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors renews Orca Air's Kiosk #9 lease at the Long Beach Airport for a 3 year term commencing May 1, 2013 and expiring April 30, 2016 for the monthly rental rate of \$400.00 plus GST.

CARRIED

f. Request for Decision regarding Lease Renewal – Devon Transport (Budget Rent a Car) – Long Beach Airport.

MOVED: Director Irving

SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors renews Devon Transport's (Budget Rent a Car) Kiosk #6 lease and 5 dedicated parking spots at the Long Beach Airport for a 3 year term commencing May 1, 2013 and expiring April 30, 2016 at the monthly rental rate of \$425.00 plus GST.

CARRIED

g. Request for Decision regarding 2013 – 2014 Transit Annual Operating Agreement.

MOVED: Director Kokura

SECONDED: Director Irving

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the 2013 – 2014 Transit Annual Operating Agreement between BC Transit, Diversified Transportation Ltd. and the ACRD for the 2013/14 fiscal year and authorize the Chairperson and Chief Administrative Officer to enter into the Agreements on behalf of the ACRD.

CARRIED

h. Request for Decision regarding Vancouver Island Soaring Centre – Hanger Lease renewal.

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors renews Vancouver Island Soaring Centre's (VISC) hanger lease for a term of one year commencing May 1, 2013 and ending April 30, 2014 at the rate of \$1377.00 plus GST per year.

CARRIED

i. Request for Decision regarding Wood Waste – AV and WC Landfills.

MOVED: Director Irving

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors increase the maximum size for free tipping of wood waste from ¼' diameter to 2" diameter at the Alberni Valley and West Coast landfills starting June 1st, 2013.

CARRIED

j. Request for Decision regarding Cougar Smith Park Tennis Courts Resurfacing

MOVED: Director Cote

SECONDED: Director Irving

THAT the Board of Directors award the Cougar Smith Park tennis court resurfacing project to Tomko Sports Systems Inc. for the total contract price of \$21,578.91 including 5% GST.

CARRIED

k. Request for Decision regarding Alberni Valley Hospice Society – TY Watson House iPad Assistance.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors approve two days of technical support donated by the Alberni-Clayoquot Regional District with funds contributed from the Alberni-Clayoquot Health Network to Alberni Valley Hospice Society – Ty Watson House for iPad Assistance at an estimated cost of \$800.00.

CARRIED

10. PLANNING MATTERS

a. DPC13001, CANADIAN SKYLINE HOTELS LTD, BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT

Development Permit Application – Report and Permit

MOVED: Director Pemberton

SECONDED: Director Kokura

THAT Development Permit Application DPC13001 be deferred to the next Board of Directors meeting.

CARRIED

- b. SC12006, CANADIAN SKYLINE HOTELS LTD, BLOCK B OF DISTRICT LOT 483, CLAYOQUOT DISTRICT**
Minimum Parcel Frontage Waiver Request – Memorandum

MOVED: Director Pemberton

SECONDED: Director Kokura

THAT application SC12006 be deferred until the next Board of Directors meeting.

CARRIED

- c. MISC13007, COMOX VALLEY REGIONAL DISTRICT OFFICIAL COMMUNITY PLAN AMENDMENT REFERRAL**
OCP Amendment Bylaw Referral Request – Memorandum

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Board of Directors direct planning staff to respond to the CVRD's Official Community Plan amendment bylaw referral request as "Interests Unaffected".

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. CAO Report – April 30, 2013**
- b. Planning and Development Report– May 1, 2013**
- c. Financial Manager Report – May 2, 2013**
- d. Environmental Services Department Report – May 3, 2013**
- e. Staff Action Items Report – May 2, 2013**

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Board of Directors receives the Staff Reports a-e.

CARRIED

11.2 COMMITTEE REPORTS

- a. Alberni-Clayoquot Transportation Committee – May 2, 2013**

J. McLeman (Verbal)

Director McLeman reported on the first meeting of the newly formed Alberni-Clayoquot Transportation Committee. The meeting was well attended and the Committee reviewed the preferred highway connector route.

MOVED: Director McLeman

SECONDED: Director Jack

THAT this verbal report be received.

CARRIED

11.3 OTHER REPORTS

a. Alberni Valley Chamber of Commerce – Minutes from the April 25, 2013 Board of Directors Meeting

MOVED: Director McNabb

SECONDED: Director Cote

THAT this report be received.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

15. IN-CAMERA

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the meeting be closed to the public to discuss matters relating to:

i. Labour or other employee relations;

ii. Litigation or potential litigation affecting the Regional District.

CARRIED

The meeting was closed to the public at 3:20 pm.

The meeting was re-opened to the public at 4:05 pm.

16. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

17. ADJOURN

MOVED: Director Kokura
SECONDED: Director McNabb

THAT this meeting be adjourned at 4:05 pm.

CARRIED

Certified Correct:

Cindy N. Solda,
Chairperson

Russell Dyson,
Chief Administrative Officer