



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, JUNE 12, 2013, 1:30 PM

Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

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### 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)

Lucas Banton, Electoral Area "F" (Cherry Creek)

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

John Douglas, Alternate Director, Mayor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀiꞀꞀath 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 Kokura*

*SECONDED: Director Geall*

*THAT the agenda be approved as circulated with the addition of the following late item: School District #70 by-election on the West Coast.*

**CARRIED**

### 3. DECLARATIONS

### 4. ADOPTION OF MINUTES

a. **Board of Directors Meeting – May 22, 2013**

*MOVED: Director McNabb*

*SECONDED: Director Irving*

*THAT the minutes of the Board of Directors meeting held on May 22, 2013 be adopted.*

**CARRIED**

**b. Regional Fisheries Resource Committee Meeting – May 16, 2013**

*MOVED: Director Bennett*

*SECONDED: Director Irving*

*THAT the minutes of the regular meeting of the Fisheries Resource Committee held on May 16, 2013 be adopted*

**CARRIED**

**c. Alberni-Clayoquot Transportation Committee Meeting – May 21, 2013**

*MOVED: Director Irving*

*SECONDED: Director Douglas*

*THAT the minutes of the Alberni-Clayoquot Transportation meeting held on May 21, 2013 be adopted.*

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director Geall*

*THAT the ACRD Board of Directors appoint Lucas Banton, Cherry Creek Director to the Alberni-Clayoquot Transportation Committee.*

**CARRIED**

**d. Library Services Meeting Notes – May 29, 2013**

*MOVED: Director McNabb*

*SECONDED: Director Irving*

*THAT the meeting notes of the Library Services meeting held on May 29, 2013 be adopted as amended.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Presentation – Teri Fong, Manager of Finance  
5 Years of Service**

Ms. Teri Fong, Manager of Finance with the Alberni-Clayoquot Regional District was presented a gift of recognition for five years of service.

**b. Mr. Don Jones, Duncan Sabine Collyer Partners - Presentation of 2012 Audited Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District.**

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

*THAT Mr. Don Jones, Duncan Sabine Collyer Partners be invited to address the Regional District Board.*

**CARRIED**

Mr. Jones provided an overview of the independent auditors report and presented the 2012 Audited Financial Statements for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District.

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

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2012 Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District as presented by Don Jones, Duncan Sabine Collyer Partners.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

**a. Nuu-chah-nulth Tribal Council, May 30, 2013, Tsunami Debris and First Nations Involvement.**

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

*THAT the Board of Directors through their Chair gather more information from the Province regarding the Tsunami Debris Plan to share with First Nations, local government, AVICC and UBCM.*

**CARRIED**

*MOVED: Director Osborne*  
*SECONDED: Director Irving*

*THAT the Alberni-Clayoquot Regional District Board of Directors request a meeting with the appropriate Minister to discuss the Province's Tsunami Debris Plan.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District enter into an agreement with School District No. 70 to conduct a by-election in the fall of 2013 for West Coast Trustee.*

**CARRIED**

**8. CORRESPONDENCE FOR INFORMATION**

- a. **AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Performance Audits
- b. **ALBERNI-CLAYOQUOT REGIONAL DISTRICT/NUU-CHAH-NULTH TRIBAL COUNCIL TO MERX BID REVIEW COMMITTEE**  
Economic Development & Capacity Building Support in West Coast Vancouver Island Communities
- c. **ALBERNI-CLAYOQUOT REGIONAL DISTRICT/NUU-CHAH-NULTH TRIBAL COUNCIL LETTER TO MINISTER OF FISHERIES & OCEANS**  
Funds related to the Pacific Salmon Treaty Chinook Annex
- d. **CORPORATION OF THE VILLAGE OF CUMBERLAND**  
Mason Bees and Pollination
- e. **METRO VANCOUVER**  
New Waste-to-Energy Capacity for Metro Vancouver – Potential Site Identification
- f. **ISLAND COASTAL ECONOMIC TRUST**  
ICET Announces Funding Support for Projects in the North Island and Sunshine Coast Region
- g. **SPROAT LAKE WATER SPORTS ASSOCIATION**  
Update
- h. **WESTERN FOREST PRODUCTS**  
Thank you for Meeting
- i. **VANCOUVER ISLAND UNIVERSITY**  
Thank you for Grant-In-Aid
- j. **TELUS**  
Telus Investing \$12 Million in Port Alberni in 2013

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

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

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director Geall*

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to investigate the correspondence from the Corporation of the Village of Cumberland inviting the promotion of pollination in the region by introducing mason bees into public places.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Bennett*

*THAT the ACRD Board of Directors send a letter to the Sproat Lake Water Sports Association thanking them for more than 40 years of work in the community providing water sports activities at Sproat Lake.*

**CARRIED**

## **9. REQUEST FOR DECISIONS & BYLAWS**

### **a. Request for Decision regarding Garbage & Recycling Bylaw Amendment.**

*MOVED: Director Bennett  
SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".*

**CARRIED**

*MOVED: Director Jack  
SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".*

**CARRIED**

*MOVED: Director Geall  
SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".*

**CARRIED**

*MOVED: Director Bennett  
SECONDED: Director Irving*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as "R1021-3, Garbage and Recyclable Materials Collection Amendment, 2013".*

**CARRIED**

**b. Request for Decision regarding Finance Warrant No. 529.**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors approves Finance Warrant Number 529 in the amount of \$658,992.28 dated May 31, 2013.*

**CARRIED**

**c. Request for Decision regarding Sproat Lake Noise Control Bylaw.**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT this correspondence be received.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the Board of Directors give first reading to Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw, 2013."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Irving*

*THAT the Board of Directors give second reading to Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw, 2013."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Geall*

*THAT the Board of Directors give third reading to Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw, 2013."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Kokura*

*THAT the Board of Directors adopt Bylaw R1024 cited as the "Sproat Lake Noise Control Bylaw, 2013."*

**CARRIED**

**d. Request for Decision regarding Renewal – Health Network Coordinator Contract.**

*MOVED: Director Cote  
SECONDED: Director Geall*

*THAT the Alberni-Clayoquot Regional District Board of Directors renew the contract with Tanis Dagert, Alberni-Clayoquot Health Network Coordinator for a one year term commencing July 1, 2013 in the amount of \$55,000.00 including taxes, travel and expenses.*

**CARRIED**

**e. Request for Decision regarding Alberni Valley & West Coast Landfill Bylaw Amendments.**

*MOVED: Director Irving  
SECONDED: Director Bennett*

*THAT this correspondence be received.*

**CARRIED**

*MOVED: Director Irving  
SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Bennett  
SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as "R1006-5, Alberni Valley Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "R1010-3, West Coast Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "R1010-3, West Coast Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "R1010-3, West Coast Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as "R1010-3, West Coast Landfill Tipping Fee Amendment, 2013".*

**CARRIED**

**f. Request for Decision regarding Lease Renewal – Wildfire Operations of the Ministry of Forests – AV Airport.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors renew Ministry of Forests, Lands and Natural Resources lease for their Wildfire Operations base facility located at the Alberni Valley Regional Airport for a 3 year term commencing September 1, 2013 and expiring August 31, 2016 for the annual rent of \$5,113.29 per year plus GST.*

**CARRIED**

**g. Request for Decision regarding Beaver Creek Firehall Seismic Upgrade – Tender Recommendation.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Beaver Creek Firehall Seismic Upgrade tender to J. Robbins Construction in the amount of \$235,785 excluding GST.*

**CARRIED**

**h. Request for Decision regarding China Creek Bridge Crossing.**

*MOVED: Director Irving*  
*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the fabrication of the China Creek Foot Bridge to Kamma & Blake Industries Ltd in the amount of \$13,308.75 plus GST/PST.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors award the construction and installation of the China Creek Foot Bridge crossing to Coastal Bridge & Construction Ltd in the amount of \$25,953.00 plus GST.*

**CARRIED**

**9. PLANNING MATTERS**

**a. SPROAT LAKE OFFICIAL COMMUNITY PLAN**  
Memorandum and Bylaw P1310

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

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

**CARRIED**

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

*THAT Bylaw P1310, Regional District of Alberni-Clayoquot Sproat Lake (Electoral Area D) Official Community Plan Bylaw P1310, 2013, be read a first time.*

**CARRIED**

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

*THAT the Board of Directors pass the following resolution: "That the Sproat Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's financial plan."*

**CARRIED**

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

*THAT the Board of Directors pass the following resolution: "That the Sproat Lake Official Community Plan Bylaw P1310 has been considered in conjunction with the Alberni-Clayoquot Regional District's Solid Waste Management Plan, November 2007 Bylaw R1020."*

**CARRIED**

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

*THAT the public hearing for Bylaw P1310 be delegated to the Director for Electoral Area "D" Sproat Lake, the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

**b. SD11012, GREAT CENTRAL LAKE HOLDINGS, GREAT CENTRAL LAKE**  
Memorandum – Covenant.

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

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

**CARRIED**

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

*THAT the Board of Directors authorize the Chief Administrative Officer to enter into a covenant restricting the use of the land shown on Plan EPP20873.*

**CARRIED**

**c. REGIONAL PARKS PLAN STEERING COMMITTEE**  
Memorandum.

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

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

**CARRIED**

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

*THAT the Board of Directors appoint the following people to the Regional Parks Plan Steering Committee: Libby Avis, Barb Baker, Brian Callender, Harold Carlson, Judy Carlson, Richard Kudra and Emma Neill.*

**CARRIED**

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

*THAT the main motion be amended to appoint Matt Kupnicki to the Regional Parks Plan Steering Committee.*

**CARRIED**

The main motion as amended was

**CARRIED**

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

*THAT the Board of Directors leave open two additional appointments to the Regional Parks Plan Steering Committee for a representative for Bamfield and another representative from the West Coast.*

**CARRIED**

**10. REPORTS**

- a. **Vancouver Island North INFILM Film Commission**  
Minutes from the May 31, 2013 Meeting.
- b. **Alberni Valley Chamber of Commerce**  
Minutes from the May 30, 2013 Board of Directors Meeting.
- c. **Federation of Canadian Municipalities**  
Value to Communities of FCM's Annual Conference and Trade Show: Key Messages and Qs and As.

*MOVED: Director McNabb*

*SECONDED: Director Geall*

*THAT the Board of Directors receives Reports a-c.*

**CARRIED**

**d. Other Reports**

Director Bennett reported on the Salmon Beach Committee Annual General Meeting held on the May long weekend. It was a good meeting with approximately 40 to 50 lot owners in attendance.

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT this report be received.*

**CARRIED**

Director McNabb reported on his attendance at the Mayors Breakfast meeting last week. Catalyst Paper reported they have hired 60 people within the last 6 months. Catalyst would like to see an ambassador program in the region.

*MOVED: Director Irving*

*SECONDED: Director McNabb*

*THAT this report be received.*

**CARRIED**

**10.1 STAFF REPORTS**

- a. **CAO Report – June 6, 2013**
- b. **Planning and Development Report – June 6, 2013**
- c. **Financial Manager Report – June 6, 2013**
- d. **Environmental Services Department Report – June 7, 2013**

**e. Staff Action Items Report – June 6, 2013**

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

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

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

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Litigation or potential litigation affecting the Regional District;*  
*ii. Labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:32 pm.

The meeting was re-opened to the public at 4:00 pm.

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

**16. ADJOURN**

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

*THAT this meeting be adjourned at 4:01 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer