



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 27, 2013

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

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?it?ath Government

Wilfred Cootes, Observer, Uchucklesaht First Nation

### REGRETS:

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

### 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 Bennett*

*THAT the agenda be approved as circulated with the addition of the following late items: Province of BC/Maa-nulth Invitation to announcement regarding implementation of the Maa-nulth Treaty, Mr. Tom Reid regarding Beaver Creek/Cherry Creek water grants and Steven & Elizabeth Hayward regarding Variance application DVC13004.*

**CARRIED**

### 3. DECLARATIONS

#### **4. ADOPTION OF MINUTES**

##### **a. Board of Directors Meeting – November 13, 2013**

*MOVED: Director Kokura*  
*SECONDED: Director McLeman*

*THAT the minutes of the Board of Directors meeting held on November 13, 2013 be adopted.*

**CARRIED**

##### **b. Special Board of Directors Meeting – November 13, 2013**

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

*THAT the minutes of the Special Board of Directors meeting held on November 13, 2013 be adopted.*

**CARRIED**

##### **c. Alberni Valley Committee Meeting – November 12, 2013**

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

*THAT the minutes of the Alberni Valley Committee meeting held on November 12, 2013 be adopted.*

**CARRIED**

#### **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

##### **a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for October 2013.**

Inspector Richards provided an overview of the October Port Alberni RCMP Policing Report. On December 7<sup>th</sup> members are participating in battle of the badges hockey game. All funds raised from the event will going to local charities.

##### **b. Ms. Rebecca Hurwitz, Managing Director, Clayoquot Biosphere Trust regarding new Alberni-Clayoquot Regional District representation on Clayoquot Biosphere Trust.**

Ms. Hurwitz provided Directors with an overview of the Clayoquot Biosphere Trust. The Trust provides grants to various local non-profit organizations. She requested the ACRD

Board to initiate a public process in order to appointment a new representative and alternate for area C (Long Beach) to their Board.

*MOVED: Director Bennett*

*SECONDED: Director Irving*

*THAT ACRD staff be instructed to work with Clayoquot Biosphere Trust staff to advertise to find a suitable individual and alternate to represent Area C on the Clayoquot Biosphere Trust.*

**CARRIED**

## **6. CORRESPONDENCE FOR ACTION**

- a. Correspondence October 21, 2013 from KUU-US Crisis Line Society regarding request the Alberni-Clayoquot Regional District to sponsor a Christmas tree.**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT this correspondence be received.*

**CARRIED**

- b. Correspondence November 7, 2013 from Vancouver Island Regional Library regarding appointment to the 2014 Vancouver Island Regional Library Board.**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the Board of Directors re-appoint Director Cote to represent the Alberni-Clayoquot Regional District on the Vancouver Island Regional Library Board and Director Geall as Alternate to the Vancouver Island Regional Library Board for 2014.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. ISLAND COASTAL ECONOMIC TRUST**  
ICET to Fund Regional Tourism Strategy
- b. DEPARTMENT OF FISHERIES AND OCEANS CANADA**  
Potential Listing of the Bull Trout South Coast British Columbia Populations as Special Concern under the Species at Risk Act
- c. MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**  
Salmon Beach Recreational Village

d. **PROVINCE OF BC/MAA-NULTH FIRST NATIONS**

Invitation to Announcement – Implementation of the Maa-nulth Treaty – Late Item

MOVED: Director Kokura

SECONDED: Director Irving

*THAT the Board of Directors receives a – c correspondence for information.*

**CARRIED**

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the Board of Directors send a response letter to the Ministry of Transportation regarding road maintenance in the Salmon Beach Recreational Village identifying that this is the Ministry's subdivision, there is no water access to the community and no dock and stress that this continues to be road access for the community.*

**CARRIED**

MOVED: Director Cote

SECONDED: Director Geall

*THAT the correspondence from Fisheries and Oceans Canada regarding potential listing of Bull Trout Species at Risk be referred to the Fisheries Resource Committee and Barkley Salmon Working Group.*

**CARRIED**

MOVED: Director Banton

SECONDED: Director McLeman

*THAT Directors be authorized to attend the Province of BC/Maa-nulth Treaty announcement on December 3<sup>rd</sup>, 10:00 am at the Tseshah First Nations Office.*

MOVED: Director Bennett

SECONDED: Director Kokura

*THAT the main motion be amended as follows: two Directors within the Maa-nulth Treaty or the Chairperson be authorized to attend the announcement.*

**CARRIED**

*The main motion as amended was*

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

**a. Administrative Memo regarding Long Beach Airport Runway Warranty Inspection.**

*MOVED: Director Irving*  
*SECONDED: Director Cote*

*THAT this memorandum be received.*

**CARRIED**

**b. Administrative Memo regarding Water Quality Advisory for the Bamfield Water System.**

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

*THAT this memorandum be received.*

**CARRIED**

**c. Request for Decision regarding email concerning use of Gas Tax Funds.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to enter in a contract with Multi-Materials BC (MMBC) to accept their financial incentives for a five (5) year period commencing May 19, 2014, to provide the following services:*

- Curbside Collection and Recycling Depot service for the Alberni Valley and Electoral Area "E" (Beaver Creek)*
- Recycling Depot Service for Electoral Area "A" (Bamfield)*
- Curbside Collection for Electoral Area "C", District of Ucluelet and District of Tofino).*

**CARRIED**

**d. Administrative Memo regarding Email Concerning use of Gas Tax Funds.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the report from the CAO regarding the allocation of gas tax funds, written in response to correspondence received from Susan Roth and Tom Reid.*

**CARRIED**

**9. PLANNING MATTERS**

- a. **DVC13004, WALTON, 1022 SIXTH AVENUE (SALMON BEACH)**  
Development Variance Application – Memorandum and Permit

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

*THAT Development Variance Application DVC13004, Walton be defer until the December Board of Directors meeting.*

**CARRIED**

- b. **RE13006, JOHNSTON, 5507 GORDON ROAD**  
Rezoning Application – Public Hearing Report, Minutes and Bylaw P1316

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

*THAT the Board of Directors receives the public hearing report.*

**CARRIED**

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

*THAT the Board of Directors receives the public hearing minutes.*

**CARRIED**

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

*THAT Bylaw P1316, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.*

**CARRIED**

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

*THAT Bylaw P1316, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.*

**CARRIED**

- c. **RE13007, SALMON, 7360 PLYMOUTH ROAD**  
Rezoning Application – Bylaws P1317 and P1318

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

*THAT Bylaw P1317, Beaver Creek Official Community Plan Amendment Bylaw, be read a second time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT Bylaw P1317, Beaver Creek Official Community Plan Amendment Bylaw, be read a third time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT Bylaw P1318, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT Bylaw P1318, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Staff Action Items Report – November 21, 2013
- b. Board of Directors Meeting Schedule – December 2013
- c. Financial Statements – October 31, 2013

*MOVED: Director Bennett  
SECONDED: Director Kokura*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 MEMBER REPORTS**

- a. **Special Board of Directors Meeting (In-Camera) – November 27<sup>th</sup>**  
The Chief Administrative Officer reported out on the results of the Special Board of Directors Meeting (In-Camera) held this morning. The Board reviewed the action items

coming out of the Board Strategy Session held on October 11<sup>th</sup>. A written report will be provided for next regarud Board of Director meeting. The Board also passed a resolution to form a Committee to review the ACRD Board Remuneration Bylaw for consideration before next general local election in 2014.

**b. 9-1-1 Corporation – C. Solda – No Report**

**c. Vancouver Island Regional Library - P. Cote**

Director Cote reported on the meeting held November 23<sup>rd</sup>. Four VIRL Board members have left after 8 years of services. Board members cannot serve more than 8 years. Director Cote discussed re-visiting the facilities strategic plan in light of economic times. The next review is scheduled for 2015. Director Cote is pushing for a review in 2014.

**d. Central West Coast Forest Society – T. Bennett**

Director Bennett reported he will provide Directors with copies of the CWCFS annual financial statements and project updates report. It has been a good year for restoration projects.

**e. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda**

The Chairperson reported on the Emergency Planning Committee held on November 21<sup>st</sup>. The Committee discussed plans for the 50<sup>th</sup> anniversary of the Tsunami that hit Port Alberni on March 28<sup>th</sup>, 2014.

**f. Alberni Valley Chamber of Commerce – C. Solda**

The Chairperson will forward minutes from the last meeting to Directors. The light up the Christmas tree event at Harbour Quay is this Friday night.

**g. Coastal Communities Network – T. Bennett/B. Irving/C. Solda**

Director Bennett reported on the Network. He thanked the Chair for her efforts with the Regional Chairs group to try and arrange a meeting with the Network.

**h. West Island Woodlands Advisory Group – J. Jack/L. Banton**

Director Banton reported on the meeting held last week. Catalyst made a great presentation on current activities and challenges such as fiber supply.

**i. Island Coastal Economic Trust – C. Solda – No Report**

**j. Air Quality Council, Port Alberni – J. McNabb – No Report**

**k. West Coast Aquatic Board – T. Bennett – No Report**

**l. Association of Vancouver Island & Coastal Communities – C. Solda – No Report**

**m. Beaver Creek Water Advisory Committee – J. McNabb – No Report**

**n. Coastal Chairs Group  
Meeting of November 19, 2013 – C. Solda**

**o. Barkley Sound Working Group  
Meeting of November 15, 2013 – P. Cote**

Director Cote reported on the Nov. 15<sup>th</sup> meeting. The Group heard a presentation from West Coast Environmental Law regarding changes to the fisheries laws and what it means for fish.

**p. Other Reports**

The Chair reported on the November 5<sup>th</sup> Mayor's breakfast meeting.

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the Board of Directors receives the Member Reports.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Jack*

*THAT the ACRD Board invites Anna Johnston, West Coast Environmental Law to make a presentation to the Fisheries Committee and invite any interested Directors to attend.*

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT this meeting be closed to the public to discuss matters relating to;*

- i. information that is prohibited from disclosure under Section 21 of the Freedom of Information and Privacy Act.*
- ii. Litigation or potential litigation affecting the Regional District, and*
- iii. Labour relations*

The meeting was closed to the public at 3:10 pm.

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

**16. ADJOURN**

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

*THAT this meeting be adjourned at 3:30 pm.*

***CARRIED***

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer