



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 22, 2014

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

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**DIRECTORS PRESENT:** Cindy Solda, Chairperson, City of Port Alberni  
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  
Jack McLeman, Councillor, City of Port Alberni  
Josie Osborne, Mayor, District of Tofino  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułuꞑiꞑꞑath Government  
Wilfred Cootes, Observer, Uchucklesaht

**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  
Shelli Lyle, Administrative Assistant

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

*MOVED: Director Bennett*

*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated with the additions of the following late items: Consultation between the Coastal Community Network and the AVICC, email correspondence from Garret Seinen with regards to radiation monitoring.*

**CARRIED**

### 3. DECLARATIONS

### 4. ADOPTION OF MINUTES

a. **Board of Directors Meeting – January 8, 2014**

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

*THAT the minutes of the Board of Directors meeting held on January 8, 2014 be adopted.*

**CARRIED**

**b. Alberni Valley Committee Meeting – January 8, 2014**

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

*THAT the minutes of the Alberni Valley Committee meeting held on January 8, 2014 be adopted.*

**CARRIED**

**c. Alberni-Clayoquot Transportation Committee – December 18, 2013**

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

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on December 18, 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 November and December 2013.**

Inspector Richards provided an overview of the November and December Port Alberni RCMP Policing Report. In 2013 there were 1070 calls for service; Inspector Richards highlighted the two areas of concerns as numbers are rising: property crime and traffic offences. Inspector Richards answered questions from Directors.

Director Cote entered the meeting at 1:34 pm.  
Director Osborne entered the meeting at 1:35 pm.  
Director Cootes entered the meeting at 1:36 pm.

**b. Jon Ambler, President, Debra Oakman, Secretary, North Island 9-1-1 Corporation regarding 9-1-1 Call Answer – RCMP MOU and Options Analysis.**

Mr. Ambler provided an overview on the 911 corporation. He explained dispatchers sit in Victoria for the Ambulance, Courtenay for Police and Campbell River for Fire. The current MOU term ends March 31, 2014. Looking ahead the emerging trends are technology and industry changes, 911 for hearing impaired, abandoned 911 calls and text messaging. Options are: Status quo, stand alone call centre, CR does both, ECOMM does PSAP & CR does SSAP, ECOM does all or dissolve the 911 corporation. There is a study currently being undertaken and recommendations will be provided at a board meeting in the spring of 2014. Mr. Ambler answered questions from the Directors.

**c. Don Hall, Fisheries Program Manager, Nuu-chah-nulth Tribal Council regarding T'aaq-wiihak Fisheries Update.**

Mr. Hall introduced Francis Frank the lead negotiator at the table for the Toquaht FN. He then presented an update regarding the First Nations Fisheries litigations which they are currently waiting for a decision from the Supreme Court of Canada. The Nations have submitted management fishing plans and Canada has shown no flexibility. The delegation requests the ACRD to write a new letter of support to Minister Shea for the T'aaq-wiihak fisheries, willingness to speak with media, spread information on the T'aaq-wiihak fisheries with your contacts. The Nations are willing to make presentation to any all groups.

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Board of Directors instruct staff to work with Don Hall, Nuu-chah-nulth Tribal Council to provide a support letter to Minister Shea, Ministry of Fisheries and Ocean regarding the T'aaq-wiihak fisheries.*

**CARRIED**

**d. Susan Roth, regarding Request for Radiation Monitoring.**

Ms. Roth is requesting the ACRD assist in monitoring the radiation levels in the Alberni Valley. The main concern lies with the fish that we eat and what effect that will have on our health and economy. There is very little data and what we need is gamma spectrometer. She was not suggesting the Regional District take it on but help to advocate, there is fear out there so the best thing we can do is say we have a problem or we don't have a problem.

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the request for the ACRD to assist with monitoring radiation levels in the Alberni Valley be referred to the Air Quality Council and the Barclay Sound Salmon Working Group.*

**CARRIED**

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

*THAT correspondence from Garret Seinen regarding geiger counter be referred to the Air Quality Council and the Barclay Sound Salmon Working Group.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

- a. Correspondence from Union of British Columbia Municipalities regarding Local Government Leadership Forum scheduled for February 5-7, 2014 at the Radisson.**

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

*THAT the Board of Directors authorize the Chair to attend the UBCM Local Government Leadership Forum.*

**DEFEATED**

*MOVED: Director Bennett*  
*SECONDED: Director Osborne*

*THAT the Board of Directors authorize Directors to attend the UBCM Local Government Leadership Forum.*

*MOVED: Director Osborne*  
*SECONDED: Director Cote*

*THAT the main motion be amended to read up to three Directors attend the UBCM Local Government Leadership Forum.*

**CARRIED**

*The main motion as amended was*

**DEFEATED**

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

*THAT the Board of Directors tasks the Board Remuneration Committee to develop a draft policy with regards to Directors attending conferences, conventions and forums.*

**CARRIED**

- b. Correspondence dated January 10, 2014 from the Ministry of Transportation and Infrastructure regarding the Billboard Permit System**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors respond requesting the Ministry of Transportation and Infrastructure reconsider their position on permitting billboards.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST**  
RDMW Strategic Planning Gets Go-Ahead
- b. **CITY OF PORT ALBERNI**  
City of Port Alberni on Social Media
- c. **MINISTRY OF ENVIRONMENT**  
Overview and Update on the Work of the Species and Ecosystems at Risk (SEAR) Local Government Working Group
- d. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**  
Thank you
- e. **ALBERNI VALLEY HOSPICE SOCIETY – TY WATSON HOUSE**  
Thank you

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the Board of Directors receives correspondence for information a-e.*

**CARRIED**

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

- a. **Request for Decision regarding Parcel Tax Roll Review Panel.**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Board of Directors:*

1. *Set the date for the Parcel Tax Roll Review Panel sitting for **Tuesday, February 25, 2014, 9:00am** in the **Regional District Board Room**, located at 3008 Fifth Avenue, Port Alberni, BC;*
2. *Appoint two directors, one member of the Beaver Creek Advisory Committee and one alternate director to the Parcel Tax Roll Review Panel;*

3. *Appoint Teri Fong, CGA, Manager of Finance for the ACRD as the Collector for 2014.*

**CARRIED**

MOVED: Director Kokura  
SECONDED: Director McLeman

*THAT the Board of Directors appoint Mr. Gord Blakey, Director Banton and Director McNabb and an alternate Director Cote to the Parcel Tax Roll Review Panel.*

**CARRIED**

- b. Request for Decision regarding 2014 Committee Appointments.**

MOVED: Director Bennett  
SECONDED: Director Kokura

*THAT the Board of Directors approves the 2014 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented with the following amendments: the removal of the West Coast Emergency Planning Committee, the Agricultural Development Commission and the Bamfield Parks Committee and Director Jack is now an alternate for the West Island Woodlands Advisory Group, also delete Ron Barclay from the listing of the Beaver Creek Water Advisory.*

**CARRIED**

- c. Request for Decision regarding New Personnel Policies for the ACRD.**

MOVED: Director McNabb  
SECONDED: Director Kokura

*THAT the Board of Directors of the Alberni Clayoquot Regional District adopt new policies with respect to Alcohol in the Workplace, Attendance, Drug Use in the Workplace, Prevention of Workplace Violence, Progressive Discipline, Standards of Conduct & Conflict of Interest, Workplace Bullying & Harassment and Working Alone as presented in the CAO's report.*

**CARRIED**

- d. Request for Decision regarding Bylaw No. R1016-1 Amendment.**

MOVED: Director Bennett  
SECONDED: Director Irving

*THAT the Alberni-Clayoquot Regional District Board of Directors gives first reading to Bylaw No. R1016-1, "Tofino-Ucluelet Airport Fees Amendment, 2014".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors gives second reading to Bylaw No. R1016-1, "Tofino-Ucluelet Airport Fees Amendment, 2014".*

**CARRIED**

**e. Request for Decision regarding By law No. F1106 – LBA Water Rates and Regulations.**

*MOVED: Director Bennett*  
*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors gives first reading to Bylaw No. F1106, "Long Beach Airport Water System Rates and Regulations, 2014".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors gives second reading to Bylaw No. F1106, "Long Beach Airport Water System Rates and Regulations, 2014".*

**CARRIED**

*MOVED: Director Bennett*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors gives third reading to Bylaw No. F1106, "Long Beach Airport Water System Rates and Regulations, 2014".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. F1106, "Long Beach Airport Water System Rates and Regulations, 2014".*

**CARRIED**

**f. Request for Decision regarding Millstream and Long Beach Airport Waterworks Contractor Agreements.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into the following contracts with Mr. Shawn McConnell:*

1. *To carry out the duties on the Millstream Water System as an Independent Waterworks Contractor at a rate of \$885.00 plus taxes per month for a period of three (3) years ending January 31, 2017.*
2. *To carry out the duties on the Long Beach Airport Water System as an Independent Waterworks Contractor at a rate of \$1,000.00 plus taxes per month for a period of three (3) years ending January 31, 2017.*

**CARRIED**

**g. Request for Decision regarding Beaver Creek Water System Parcel Tax Roll Bylaw.**

*MOVED: Director McNabb  
SECONDED: Director Geall*

*THAT the Board of Directors gives first reading to Bylaw F1107 "Beaver Creek Water System Parcel Tax Roll Bylaw 2014".*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Geall*

*THAT the Board of Directors gives second reading to Bylaw F1107 "Beaver Creek Water System Parcel Tax Roll Bylaw 2014".*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director McLeman*

*THAT the Board of Directors gives third reading to Bylaw F1107 "Beaver Creek Water System Parcel Tax Roll Bylaw 2014".*

**CARRIED**

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT the Board of Directors adopts Bylaw F1107 "Beaver Creek Water System Parcel Tax Roll Bylaw 2014".*

**CARRIED**

**9. PLANNING MATTERS**

## 9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RF13002, LANE/HANSON, 2970 ALBERNI HIGHWAY**  
Rezoning Application – Bylaws P1313 & P1314

*MOVED: Director Banton*

*SECONDED: Director Kokura*

*THAT Bylaw P1313, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be adopted.*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Cote*

*THAT Bylaw P1314, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

**CARRIED**

## 10. REPORTS

- a. Vancouver Island North INFILM Film Commission  
Minutes from Annual General Meeting – Dec. 18, 2013
- b. Regional Parks and Trails Master Plan Report – Winter 2013

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT the Board of Directors receives reports a-b.*

**CARRIED**

### 10.1 STAFF REPORTS

- a. Staff Action Items Report – January 16, 2014
- b. Building Inspector's Report – November 2013
- c. Building Inspector's Report – December 2013
- d. Board of Directors Meeting Schedule – February 2014

*MOVED: Director Kokura*

*SECONDED: Director Cote*

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

**CARRIED**

## 10.2 COMMITTEE REPORTS

**a. Alberni-Clayoquot Transportation Committee**

Update on Meeting with Jordan Sturdy, MLA – January 15, 2014  
(Verbal) – J. McLeman

Director McLeman reported on the meeting with Mr. Jordan Sturdy, MLA he stated it went very well and the committee was heard. Next step is to set up a meeting with the Minister of Transportation along with a few of the committee members sometime in May 2014. Representatives from Industry – Catalyst Paper, Island Timberlands and Western Forest Products and Raven Cole were in attendance and made presentations.

**b. Committee-of-the-Whole**

Meeting of January 22, 2014 – Chair

Staff have been instructed to put together a report regarding the Economic Development projects the Economic Development Officer is going to work on for 2014 which include Agriculture, Long Beach Airport Advisory Committee, AV Airport, Transportation, Website and Bamfield specific Outreach.

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT the Board of Directors receives verbal reports a-b.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Geall*

*THAT staff be instructed to prepare a report regarding the projects the Economic Development Officer is going to work on for 2014 which include Agriculture, Long Beach Airport Advisory Committee, AV Airport, Transportation, Website and Bamfield Specific Outreach.*

**CARRIED**

## 10.3 MEMBER REPORTS

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

**b. Vancouver Island Regional Library - P. Cote** –

Director Cote attended AGM on Saturday, January 4.

**c. Central West Coast Forest Society – T. Bennett** No Report

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

Director Solda reported the next meeting is Thursday, January 23

- e. **Alberni Valley Chamber of Commerce – C. Solda No Report**
- f. **Coastal Communities Network – T. Bennett/B. Irving/C. Solda**
- g. **West Island Woodlands Advisory Group – J. Jack/L. Banton**  
Director Banton reported the next meeting is February 13
- h. **Island Coastal Economic Trust – C. Solda – No Report**
- i. **Air Quality Council, Port Alberni – J. McNabb – No Report**
- j. **West Coast Aquatic Board – T. Bennett –**  
Director Bennett reported the next meeting is February 6 meeting
- k. **Association of Vancouver Island & Coastal Communities – C. Solda**  
Chairperson Solda will have a written report for the next meeting
- l. **Beaver Creek Water Advisory Committee – J. McNabb – No Report**
- m. **Other Reports**

Director Bennett reported the Toquaht First Nation was looking at assessing their treaty lands to build road access from Salmon Beach to their private lands. There was a meeting with Director Bennett, Manager of Environmental Services Andy Daniel and Toquaht First Nation. Toquaht First Nation made changes within their operational plan and decided not to build a road but use existing roads with Salmon Beach.

Director Cote reported the Sproat Lake Parks Commission made recommendations regarding replacement of the Dickson Road wharf, the immediate neighbors' have started a petition. The parks will meet to discuss the opposition.

Director Cote reported on the LHA70 Review meeting held on Saturday, January 18 at Echo Center, the next meeting will be in Ucluelet on February 3.

Director Geall reported there was a Town Hall meeting in Bamfield regarding water issues, 50 people attended.

*MOVED: Director Osborne*

*SECONDED: Director Kokura*

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

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the Board of Directors authorize staff to make the request on behalf of the Coastal Community Network (CCN) to write a letter to the AVICC requesting a meeting be held*

*with the Regional District Chairs and the CCN at the AVICC convention to determine the continuation of the CCN.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director McLeman*

*THAT the Board of Directors authorize the Chairperson of the Hospital District and the Chairperson of the Regional District to attend the February 3, 2014 LHA70 West Coast meeting.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Irving*

*THAT the Board of Directors write a letter to Minister Stone and Renee Mounteney thanking them for following up with the ACHN regarding our health consultation study and how it might pertain to the ministry's Vancouver Island Transportation Strategy and invite Renee to attend an Alberni HN meeting along with the schedule.*

**CARRIED**

Director McNabb left the meeting at 4:13 pm

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT this meeting be adjourned at 4:20 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer