



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 23, 2014, 1:30 PM

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)

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, YuułuꞀiꞀꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe 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.

**The Chairperson recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

### **2. APPROVAL OF AGENDA**

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT the agenda be approved as circulated the addition of the following late items: Central Westcoast Forest Society Report, Request for Decision regarding Vehicle Purchase - Long Beach Airport and Lieutenant-General – Invitation Leadership Prayer Breakfast.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting - April 9, 2014**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on April 9, 2014 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Dr. Paul Hasselback, Medical Health Officer, Island Health regarding Annual Presentation of Local Health Area Profiles.**

Dr. Hasselback provided the Board with an annual presentation on the Local Health Area Profile for the Alberni-Clayoquot Region (Local Health Area 70).

**b. Mr. Jack Peake, regarding the E & N Railway and it's Governing Body, the Island Corridor Foundation.**

Mr. Peake reported he is here today to ensure the E & N Railway on Vancouver Island is preserved and not lost. He provided a presentation on a Japanese company which operates a Dual Mode Vehicle bus railway operation system. Mr. Peake expressed concerns with the Island Corridor Foundation's lack of public consultation on their plans for the future of the Vancouver Island Railway. Mr. Peake requests the five regional district partners in the ICF to re-think who represents them at the Board table and to appoint someone to represent them with a background in railways.

**c. Mr. Ken McRae, regarding Update on Island Corridor Foundation Annual General Meeting.**

Mr. McRae reported on the Island Corridor Foundation Annual General meeting held on April 17, 2014 in Nanaimo. Elections of Directors were conducted and the financials were reviewed. Mr. McRae provided the ACRD with a copy of the ICF 2013 Financial Statements which are also available on the ICF website. The goal of ICF is to have sustainable rail operations on Vancouver Island. He provided an overview of scheduled targets.

- d. **Mr. Don Jones, Duncan Sabine Collyer Partners regarding Presentation of 2013 Audited Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District.**

Mr. Jones presented the 2013 audited financial statements for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District.

*MOVED: Director Kokura*

*SECONDED: Director Irving*

*THAT the ACRD Board of Directors approve the 2013 Audited Financial Statements for the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District as presented.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

- a. **Vancouver Island Spine Trail Association, April 8, 2014 regarding Invitation for Board of Directors to attend the 1<sup>st</sup> Annual Vancouver Island Trails Network Conference, May 31 – June 1, 2014 at the Kingfisher Oceanside Resort, Courtenay, BC.**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the ACRD Board of Directors authorize the Chairperson to attend the Vancouver Island Spine Trail Association 1<sup>st</sup> Annual Conference, May 31<sup>st</sup> – June 1<sup>st</sup> in Courtenay, BC.*

**CARRIED**

- b. **Curtis Korver, Alberni Valley Christian Reformed Church, April 8, 2014 regarding invitation to attend the April 24, 2014 listening circle to discuss the ongoing work of reconciliation.**

*MOVED: Director Bennett*

*SECONDED: Director McNabb*

*THAT the ACRD Board authorize the Chairperson and Director Jack to attend the Alberni Valley Christian Reform Church listening circle to discuss the ongoing work of reconciliation on April 24, 2014.*

**CARRIED**

- c. **Late Item – Lieutenant-General of BC – Invitation to Leadership Prayer Breakfast – May 16, 2014**

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

*THAT the ACRD Board of Directors receive this correspondence.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Annual Service Plan for 2014/15 – 2016/17
- b. THE CORPORATION OF THE VILLAGE OF LUMBY**  
Concerns regarding recent amendments to the Canada Postal system
- c. MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS**  
Thank you for letter of March 24<sup>th</sup>, Ministry staff looking into request for the consolidation of small parcels of Crown land within the Alberni-Clayoquot Regional District

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

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. 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, 2014 and ending April 30, 2015 at the rate of \$1377.00 plus GST per year with an option to renew for an additional two (2) years.*

**CARRIED**

*MOVED: Director McLeman*  
*SECONDED: Director Irving*

*THAT the following topic be placed on the next Alberni Valley Committee meeting agenda for discussion: review of lease rates at the Alberni Valley Airport.*

**CARRIED**

**b. Request for Decision regarding Community to Community Forum Report.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the Community to Community Report held March 28, 2014 with local governments and First Nations.*

**CARRIED**

**c. Request for Decision regarding Proposed Building Inspection Agreement with the District of Ucluelet.**

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

*THAT the Board of Directors enters into a two (2) year agreement with the District of Ucluelet to provide building inspection services and direct the CAO and Chairperson to sign the attached BUILDING INSPECTION RESOURCE SHARING AGREEMENT.*

**CARRIED**

**d. Request for Decision regarding Bell Road/Stuart Avenue Water Servicing Options.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors directs staff to:*

- 1. Meet with the Tseshaht and Hupacasath First Nations and the City of Port Alberni with respect to their consideration on providing a connection to their water systems for the Bell Road/Stuart Avenue water supply; and following the consultation,*
- 2. Provide the information to the Bell Road/Stuart Avenue residents on the water servicing options.*

**CARRIED**

**e. Request for Decision regarding Porsche Club of America – Use of Long Beach Airport.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the Vancouver Island Region Porsche Club of America to use the North half of Runway 16-34, Apron #2, Taxiways A, B and C at the Long Beach Airport on Friday, May 23<sup>rd</sup> and Saturday, May 24<sup>th</sup> 2014, to conduct a driver training session and autocross event.*

**CARRIED**

*MOVED: Director Irving  
SECONDED: Director Bennett*

*THAT the ACRD Board of Directors support in principle allowing Ucluelet Secondary School students to conduct a slalom event at the Long Beach Airport prior to the VI Region Porsche Club of America driver training session.*

**CARRIED**

Director McNabb left the meeting at 3:10 pm due to a potential conflict of interest.

**f. Request for Decision regarding Vehicle Purchase – Long Beach Airport**

*MOVED: Director Irving  
SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to purchase a 2011 Ford F150 4X4, extended cab, short box pickup truck, with 76,000 km from Nexcar Sales for \$20,500.00 plus documentation and tax, less \$500.00 trade-in, for a total price of \$22,568.00 for the Long Beach Airport.*

**CARRIED**

Director McNabb re-entered at 3:10 pm.

**9. PLANNING MATTERS**

**a. SPROAT LAKE OFFICIAL COMMUNITY PLAN**

Public Hearing Report, Public Hearing Minutes, Memorandum and Bylaw P1310

*MOVED: Director Cote  
SECONDED: Director Bennett*

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

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Kokura*

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

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Banton*

*THAT the Board of Directors receive the memorandum.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Kokura*

*THAT the Board of Directors amend Bylaw P1310, Regional District of Alberni-Clayoquot Sproat Lake (Electoral Area D) Official Community Plan Bylaw P1310, 2013 as presented.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Kokura*

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

**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 third time.*

**CARRIED**

- b. DVE14001, GAIGA, 5770 MERSEY ROAD**  
Development Variance Application – Memorandum and Permit

*MOVED: Director McNabb  
SECONDED: Director Bennett*

*THAT the Board of Directors pass a resolution to issue development variance permit DVE14001.*

**CARRIED**

- c. SE13009, GAIGA, 5770 MERSEY ROAD**  
Minimum Parcel Frontage Waiver Request – Memorandum

*MOVED: Director McNabb  
SECONDED: Director Kokura*

*THAT the Board of Directors grant the Minimum Parcel Frontage Waiver.*

**CARRIED**

- d. RE14002, MCARTHUR, 5427 GORDON AVENUE**  
Rezoning Application – Report and Bylaw P1323

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT the Board of Directors receive the staff report and concur with staff recommendations and proceed with first reading of Bylaw P1323 to rezone the property from Small Holdings (A1) District to Acreage Residential (RA3) District subject to meeting all technical referral agency requirements and that the public hearing for Bylaw P1323 be delegated to the Director for Electoral Area “E” Beaver Creek, the alternate Director, or the Chairperson of the Regional District Board.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Bennett*

*THAT Bylaw P1323, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the public hearing for Bylaw P1323 be delegated to the Director for Electoral Area “E”, the Alternate Director, or the Chairperson of the Regional Board.*

**CARRIED**

## **9.2 ALL DIRECTORS**

- a. AGRICULTURAL SUPPORT SERVICES**  
Request for Decision

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT the Board of Directors direct staff to advertise a request for contract proposals not to exceed \$30,000 for agricultural support services.*

**CARRIED**

- b. BILL 24, AGRICULTURAL LAND COMMISSION AMENDMENT ACT, 2014**  
Memorandum

*MOVED: Director Cootes*  
*SECONDED: Director Bennett*

*THAT the Board of Directors receive the memorandum.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Finance Warrant No. 539 Inquiries- April 15, 2014**
- b. Staff Action Items Report – April 16, 2014**
- c. Meeting Schedule – May 2014**
- d. Building Inspector’s Report – March 2014**

*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. 9-1-1 Corporation – C. Solda – No Report**
- b. Vancouver Island Regional Library - P. Cote**  
Director Cote reported that the resolution submitted by the ACRD for consideration at the AVICC convention requesting a core review of the VIRL service was denied.

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

*THAT the ACRD Board of Directors request the Vancouver Island Regional Library Board to review their strategic plan and strategic priorities in consideration of the current economic downturn and regional infrastructure demands and the review include the ability for communities to pay for the recommended strategy review as a priority.*

**CARRIED**

- c. Central West Coast Forest Society – T. Bennett**
  - 2014 CWFS Update from Jessica Hutchinson**

**d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda – No Report**

**e. Alberni Valley Chamber of Commerce – C. Solda – No Report**

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

Director Bennett reported on the meeting held on April 11<sup>th</sup> in conjunction with AVICC Convention with Regional Coastal Chairs to discuss the transition of the Coastal Communities Network. It was proposed that the Regional Coastal Chairs Group take over the CCN which would include a name and membership change. The Regional Coastal Chairs Group will be meeting to discuss this proposal further.

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

Director Banton reported on the last meeting. Western Forest Products reviewed all of their indicators with the Group. Western Forest Products is doing a good job keeping all parties informed.

**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 provided a brief update on the West Coast Aquatic Board. The Terms of Reference for the Coastal Plan will be coming forward to the Board shortly.

**k. Association of Vancouver Island & Coastal Communities Convention Roundtable – All Directors**

ACRD Directors who attended the 2014 AVICC Convention provided a brief report.

**l. Beaver Creek Water Advisory Committee – J. McNabb**

Director McNabb reported yesterday was the first day the Beaver Creek Water System received water from the City of Port Alberni in a formal manner. This was imperative for the Beaver Creek Water System and puts the system into compliance. He thanked the ACRD Board for their support through this process.

**m. Friendship Centre Board Meeting Notes**

*MOVED: Director Bennett*

*SECONDED: Director COTE*

*THAT the ACRD Board instruct staff to bring back some recommendations on educating the Board on reconciliation.*

**CARRIED**

**n. Other Reports**

- **March 2014 Port Alberni RCMP Detachment Report**

Director Cote reported on recent meetings with local Sproat Lake residents in the Katherine Drive area expressing concerns with herbicide spraying being conducted by Island Timberlands and impacts to their drinking water.

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT the ACRD Board invite representatives of Island Timberlands to meet with the Board to discuss herbicide spraying in the Sproat Lake area and impacts on drinking water.*

**CARRIED**

Director Cote reported that Chris Law is the new Manager of the Port Alberni Community Forest Society.

Director Cote reported on the Sproat Lake Parks Commission and the replacement of the dock at Faber Park. She provided Directors with a copy of the proposed Foreshore Agreement with TimberWest for the lakebed. Director Cote reported that the Sproat Lake Parks Commission would like to move forward with installation of the replacement dock.

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

*THAT the ACRD Board of Directors enter into a foreshore license agreement with TimberWest Forest Company for the replacement of the dock at Faber Park, Sproat Lake.*

*MOVED: Director Irving*  
*SECONDED: Director McLeman*

*THAT the above motion be tabled.*

**CARRIED**

*MOVED: Director Irving*  
*SECONDED: Director McLeman*

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

**CARRIED**

## **11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

*MOVED: Director Geall*  
*SECONDED: Director Osborne*

*THAT the ACRD Board instruct staff to prepare a report on the benefits and costs of signing onto the BC Climate Action Charter.*

**CARRIED**

**13. QUESTION PERIOD**

**14 IN-CAMERA**

*MOVED: Director Cote*  
*SECONDED: Director McLeman*

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Labour or other employee relations.*  
*ii. Property acquisition which are at their preliminary stages*

**CARRIED**

The meeting was closed to the public at 4:28 pm.

The meeting was re-opened to the public at 4:42 pm.

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

**16. ADJOURN**

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

*THAT this meeting be adjourned at 4:42 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer