



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 8, 2014

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, Yuułuꞑiꞑath 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 Kokura*

*SECONDED: Director Bennett*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. DECLARATIONS**

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

**a. Board of Directors Meeting – September 10, 2014**

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

*THAT the minutes of the Board of Directors meeting held on September 10, 2014 be adopted.*

**CARRIED**

**b. Alberni Valley Committee Meeting – September 19, 2014**

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

*THAT the minutes of the Alberni Valley Committee held on September 19, 2014 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Presentation – UBCM Longtime Service Award – 35 years, Director Mike Kokura**

The Chairperson presented Director Kokura with the UBCM Longtime Service Award for 35 years of service with the Alberni-Clayoquot Regional District Board of Directors.

**b. Mr. Lefty Williams, Jericho Road Church, regarding Unity Celebrity Event**

Mr. Williams thanked the Board for supporting their church and the celebrity basketball event held last October. He provided an overview of the next celebrity event to be held over two days the first weekend in February 2015. Mr. Williams requested the ACRD Board to consider once again supporting the celebrity event in the amount of \$2,000.00.

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

*THAT the ACRD Board of Directors support a grant in the amount of \$2,000.00 to the Jericho Road Church for their 2015 Unity Celebrity Event and instruct staff to bring back a report on funds available to support this grant.*

**CARRIED**

Director Banton left the meeting at 1:45 pm due to a conflict of interest.

**6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence dated September 15, 2014 from Port Alberni Junior Hockey Society regarding an invitation to appoint a representative to the Hockey Society.**

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

*THAT the Board of Directors put out an expression of interest in November 2014 for a volunteer to sit on the Alberni Valley Bulldogs Society representing the Alberni-Clayoquot Regional District Board of Directors.*

**DEFEATED**

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

*THAT the ACRD Board of Directors write a letter to the Alberni Valley Bulldogs Society advising their invitation to appoint a volunteer to sit on their Society representing the Regional District was declined.*

**CARRIED**

Director Banton re-entered the meeting at 1:52 pm.

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST**  
Voting with their Fee: Actual Quality of Life Rankings  
Tech Incubator will Help Create, Grown Companies on the Island  
Artisans at Work: Économusée Model Helps Tourists Experience the Best of BC
- b. **THE CORPORATION OF DELTA**  
Medical Marihuana
- c. **AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
Annual Report
- d. **YOUTH PARLIAMENT OF BRITISH COLUMBIA ALUMNI SOCIETY**  
British Columbia Youth Parliament, 86<sup>th</sup> Parliament
- e. **WEST COAST AQUATIC**  
Change in Staffing
- f. **VANCOUVER ISLAND UNIVERSITY**  
Thank you
- g. **AVICC**  
Fortis BC Operating Agreements and Collection of Operating Fees by Municipalities  
Request for Presentation Proposals – 2015 AVICC AGM & Convention

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

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

**CARRIED**

*MOVED: Director Irving*

*SECONDED: Director McLeman*

*THAT the ACRD Board of Directors fund two students to participate in the Youth Parliament of BC, 86<sup>th</sup> Parliament, December 27 to 31, 2014 in the amount of \$550.00 and work with SD#70 to identify eligible students to attend.*

**CARRIED**

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the ACRD Board of Directors send a letter to the Province of BC supporting the Island Coastal Economic Trust and complimenting their disbursement of trust funds.*

**CARRIED**

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

### **a. Request for Decision regarding Bylaw A1078, Board Remuneration, Expenses and Benefits.**

*MOVED: Director Irving*

*SECONDED: Director Bennett*

*THAT the ACRD Board proceed with 4 readings of Bylaw A1078.*

**DEFEATED**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors give first reading to Bylaw A1078, Board Remuneration, Expenses and Benefits, 2014.*

**CARRIED**

*MOVED: Director Kokura*

*SECONDED: Director Irving*

*THAT the ACRD Board of Directors give second reading to Bylaw A1078, Board Remuneration, Expenses and Benefits, 2014.*

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

*THAT Bylaw A1078, Board Remuneration, Expenses and Benefits be amended by having the Chair responsible for scrutinizing expenses of directors prior to payment by the Finance Department.*

**DEFEATED**

*MOVED: Director Osborne*  
*SECONDED: Director McLeman*

*THAT item 6 of Bylaw A1078, Board Remuneration, Expenses and Benefits be amended increasing the deadline to submit expense claims to the finance department from 30 days to 60 days of incurring the expense.*

**CARRIED**

*MOVED: Director Jack*  
*SECONDED: Director Banton*

*THAT the Bylaw A1078, Board Remuneration, Expenses and Benefits be amended by increasing item 3 b. iv. home stay allowance from \$50.00 to \$75.00 per day.*

**DEFEATED**

*The main motion of second reading as amended was*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1078, Board Remuneration, Expenses and Benefits, 2014.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1078, Board Remuneration, Expenses and Benefits, 2014.*

**CARRIED**

**b. Request for Decision regarding Alberni Valley Regional Airport Bylaw Amendment.**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014".*

**CARRIED**

*MOVED: Director Irving  
SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014".*

**CARRIED**

*MOVED: Director Bennett  
SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014".*

**CARRIED**

**c. Request for Decision regarding ACAP Contribution Agreement.**

*MOVED: Director Bennett  
SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to enter into a Contribution Agreement with Her Majesty the Queen in the right of Canada to receive \$39,042.00 capital contribution for a Heavy Airside Mobile Equipment (Runway Condition Reporting System) Project at the Tofino Airport and agree to assume all project costs above the level approved by the Minister; and authorize Russell Dyson, CAO to be the designated representative to sign the agreement on their behalf.*

**CARRIED**

**d. Request for Decision regarding Licence of Use Renewal – Somass Estuary Leachate Line.**

*MOVED: Director Bennett  
SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors agree to renew the Somass Estuary Leachate Line licence of use agreement with the Port Alberni*

*Port Authority for a five (5) year term commencing November 1, 2014 for the fee of \$1.00 dollar per year.*

**CARRIED**

**e. Request for Decision regarding 2015 Tax Exemption Bylaw.**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors receive this report and concur with the recommendation to proceed to 4 readings to Bylaw F1112.*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw F1112 cited as "2015 Tax Exemption Bylaw".*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw F1112 cited as "2015 Tax Exemption Bylaw".*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw F1112 cited as "2015 Tax Exemption Bylaw".*

**CARRIED**

*MOVED: Director Banton*

*SECONDED: Director Osborne*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw F1112 cited as "2015 Tax Exemption Bylaw".*

**CARRIED**

**f. Request for Decision regarding Bamfield, Anacla and Kildonan Solid Waste Management.**

*MOVED: Director Geall*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to hire a consultant to investigate options for Solid Waste Management for Bamfield and, Anacla and Kildonan, including options of Stakeholder partnerships within the area for a maximum of \$5,000.00.*

**CARRIED**

**g. Request for Decision regarding Tourism Vancouver Island, Hiking Trails Strategy – Phase I.**

*MOVED: Director Geall*

*SECONDED: Director McNabb*

*THAT the Alberni Clayoquot Regional District provides financial support of \$2500 for Phase 1 of the Tourism Vancouver Island, Hiking Trails Strategy.*

**CARRIED**

**h. Request for Decision regarding Climate Action Charter.**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors not sign the British Columbia Climate Action Charter at this time but continue to make efforts to become carbon neutral.*

**CARRIED**

*MOVED: Director Osborne*

*SECONDED: Director McNabb*

*THAT that the ACRD Board of Directors write a letter to the Executive Director of the Ministry of Community, Sport and Cultural Development outlining the reasons the ACRD is not signing onto the Climate Action Charter.*

**CARRIED**

**i. Request for Decision regarding Finance Warrant No. 545.**

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Board of Directors approves Finance Warrant Number 545 in the amount of \$633,059.72 dated September 30, 2014.*

**CARRIED**

**j. Request for Decision regarding Residential PPP and Solid Waste Collection**

*MOVED: Director McNabb*  
*SECONDED: Director McLeman*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the Alberni Valley Residential PPP Collection Services Contract Request for Proposals (RFP) and direct staff to advertise the RFP opportunity.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the West Coast Residential PPP and Garbage Collection Services Contract Request for Proposal (RFP) and direct staff to advertise the RFP opportunity.*

**CARRIED**

**9. PLANNING MATTERS**

**a. BAMFIELD OFFICIAL COMMUNITY PLAN**

Public Hearing Report, Public Hearing Minutes and Bylaw P1309.

*MOVED: Director Geall*  
*SECONDED: Director Kokura*

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

**CARRIED**

*MOVED: Director Geall*  
*SECONDED: Director Kokura*

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

**CARRIED**

*MOVED: Director Geall*  
*SECONDED: Director Banton*

*THAT Bylaw P1309, Regional District of Alberni-Clayoquot Bamfield (Electoral Area A) Official Community Bylaw P1309, 2013, be read a third time.*

**CARRIED**

**b. DVE14004, CHATWIN, 5505 HIGHLAND DRIVE**

Development Variance Application – Memorandum and Permit.

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

*THAT the Board of Directors pass a resolution to issue development variance permit DVE14004.*

**CARRIED**

**c. YUUTU?IH?ATH FIRST NATION FORESHORE AGREEMENT  
Memorandum.**

*MOVED: Director McCarthy*

*SECONDED: Director Kokura*

*THAT the Board of Directors provides a letter of support to the Yuutu?if?ath First Nation for the document titled "Application of Laws to Foreshore Act".*

**CARRIED**

**10.1 STAFF REPORTS**

- a. CAO Report - October 3, 2014**
- b. Planning and Development Report – September 30, 2014**
- c. Building Inspector's Report – August 2014**
- d. Financial Manager Report – October 1, 2014**
- e. Environmental Services Department Report – September 30, 2014**
- f. Staff Action Items Report – October 3, 2014**
- g. Staff Action Items Report – October 3, 2014**
- h. Bamfield Centennial Park Update**

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

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

**CARRIED**

**10.2 COMMITTEE REPORTS**

**a. Committee Meeting**

Director McLeman provided a brief report on the Alberni-Clayoquot Transportation Committee.

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT this report be received.*

**CARRIED**

**10.3 OTHER REPORTS**

a. **BC Hydro – Vancouver Island-Sunshine Coast Community Relations 2014 Annual Report**

b. **UBCM Overview – All Directors**

Directors reported on attendance at the 2014 UBCM Convention in Whistler.

Director Cootes left the meeting at 3:46 pm

Director Irving left the meeting at 3:50 pm

c. **Vancouver Island Regional Library – P. Cote**  
2015-2019 Financial Plan

d. **Economic Development Manager – P. Deakin**  
2014 Report on activities

*MOVED: Director McLeman*

*SECONDED: Director McNabb*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director McLeman*

*THAT this meeting be adjourned at 4:05 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer