



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 25, 2023, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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- DIRECTORS PRESENT:** John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations  
Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni  
Bob Beckett, Director, Electoral Area “A” (Bamfield)  
Fred Boyko, Director, Electoral Area “B” (Beaufort)  
Vaida Siga, Director, Electoral Area “C” (Long Beach)  
Penny Cote, Director, Electoral Area “D” (Sproat Lake)  
Susan Roth, Director, Electoral Area “E” (Beaver Creek)  
Mike Sparrow, Director, Electoral Area “F” (Cherry Creek)  
Dan Law, Mayor, District of Tofino (Alternate)  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government
- REGRETS:** Tom Stere, Councillor, District of Tofino  
Marilyn McEwen, Mayor, District of Ucluelet  
Sharie Minions, Mayor, City of Port Alberni
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer  
Wendy Thomson, General Manager of Administrative Services  
Heather Zenner, Manager of Administrative Services  
Paulo Eichelberger, Solid Waste Manager  
Janice Hill, Executive Assistant  
Heather Thomson, Communications Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/25-10-2023/>

### 1. **CALL TO ORDER**

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

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions – Directors and Staff present in the Boardroom and via Zoom.

## 2. APPROVAL OF AGENDA

*MOVED: Director Cote*  
*SECONDED: Director Haggard*

*THAT the agenda be approved as circulated.*

**CARRIED**

## 3. DECLARATIONS

## 4. ADOPTION OF MINUTES

### a. **Board of Directors Meeting – October 11, 2023**

*MOVED: Director Cote*  
*SECONDED: Director Sparrow*

*THAT the minutes of the Board of Directors Meeting held on October 11, 2023 be adopted.*

**CARRIED**

## 5. PETITIONS, DELEGATIONS & PRESENTATIONS

### a. **Nikki Schneider, Operations Manager Central Island, Michael Pearson, Director Vancouver Island District, Ministry of Transportation and Infrastructure on Highway 4 Post Project Operations and Expectations Through Winter Months.**

Ministry staff provided a history of the events during the Highway 4 road closure and reopening. Remediation work was completed to bring highway back to its prior condition and described ongoing monitoring throughout the fall and winter.

### b. **Hugh Grist, President, Ken Watson, Director, Alberni Valley Community Foundation on Presentation of 2023 Vital Signs Publication, Brief Overview of the Foundation, its Mission, and Community Support Activities.**

Introduced the 2023 Alberni Valley Vital Signs report and thanked the Board for their financial support in developing the report. The Vital Signs Report was handed out to Board members and is available to the public at the ACRD office or on the Alberni Valley Community Foundation website.

## 6. CORRESPONDENCE FOR ACTION

- a. **Correspondence October 10, 2023 from District of Ucluelet request for a letter of support for the District's grant application to BC Housing in partnership with the Westcoast Community Resources Society for a grant to be used to construct five units of affordable and rental housing units to be operated by the Society on District owned lands.**

*MOVED: Director Haggard*

*SECONDED: Director Sparrow*

*THAT the ACRD Board of Directors forward a letter to the District of Ucluelet supporting their application in partnership with the Westcoast Community Resources Society to BC Housing for a 2023 Community Housing Grant for a proposed development of five units of affordable and rental housing units to be operated by the Society on District owned lands.*

**CARRIED**

- b. **Correspondence October 16, 2023 from Alberni Valley Makerspace request for a letter of support for a proposal Alberni Valley Makerspace is submitting to the Forest Impact Transition component of the Rural Economic Diversification and Infrastructure Program.**

*MOVED: Director Law*

*SECONDED: Director Haggard*

*THAT the ACRD Board of Directors forward a letter to Alberni Valley Makerspace supporting their project proposal to the Forest Impact Transition component of the Rural Economic Diversification and Infrastructure Program to pilot the Alberni Valley Makerspace as a workforce development value-added manufacturing training facility.*

**CARRIED**

- c. **Correspondence October 17, 2023 from the Vancouver Island Regional Library (VIRL) requesting Regional District Director appointments to the VIRL Board of Trustees for 2024.**

*MOVED: Director Sparrow*

*SECONDED: Director Mastrangelo*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Cote as appointee on the Vancouver Island Regional Library Board of Trustees for 2024.*

*THAT the Alberni-Clayoquot Regional District Board of Director appoint Director Haggard as the alternate appointee on the Vancouver Island Regional Library Board of Trustees for 2024.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST**
  - Diversifying and Expanding Cumberland Lake Park Campground
  - New Fund to Enhance Regional Passenger Transportation Launches Today
- b. **TOFINO – LONG BEACH CHAMBER OF COMMERCE**  
Concern over potential ongoing work at the Cameron Bluffs Wildfire Site on Highway 4
- c. **TOQUAHT NATION GOVERNMENT**  
Toquaht Nation Certified Resolution
- d. **ISLAND CORRIDOR FOUNDATION**  
Co-Chairs Positive About the Future of the E&N Corridor

*MOVED: Director Cote*

*SECONDED: Director Law*

*THAT the Board of Directors receive items a-d for information.*

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Alberni-Clayoquot Regional District Public Engagement Policy**

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*THAT Alberni-Clayoquot Regional District Board of Directors approve the Public Engagement Policy to enhance and encourage open, two-way communication with residents and community members.*

**CARRIED**

- b. **Request for Decision regarding R1033-5 West Coast Landfill Tipping Fee Bylaw Amendment**

*MOVED: Director Siga*

*SECONDED: Director Law*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1033-5 Amendment - West Coast Landfill Tipping Fee and Regulation Bylaw.*

**CARRIED**

*MOVED: Director Siga*

*SECONDED: Director Law*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1033-5 Amendment - West Coast Landfill Tipping Fee and Regulation Bylaw.*

**CARRIED**

*MOVED: Director Siga*

*SECONDED: Director Law*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1033-5 Amendment, West Coast Landfill Tipping Fee and Regulation Bylaw.*

**CARRIED**

*MOVED: Director Siga*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1033-5 Amendment, West Coast Landfill Tipping Fee and Regulation Bylaw.*

**CARRIED**

**c. Request for Decision regarding Cooling Infrastructure Grant Support for the Dock+**

*MOVED: Director Boyko*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to draft a letter of support for the Port Alberni Port Authority's grant application to expand cooling infrastructure at the Dock+.*

**CARRIED**

**d. Request for Decision regarding Grant Funding Application with Food Waste Prevention and Diversion: Research and Capacity Building Fund**

*MOVED: Director Beckett*

*SECONDED: Director Law*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant funding application to the funding program Food Waste Prevention and Diversion for the Bamfield Organics Pilot Project.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse a letter of support for Tseshaht First Nations application for the Food Waste Prevention and Diversion grant fund opportunity.*

**CARRIED**

## **9. PLANNING MATTERS**

### **9.1 ELECTORAL AREA DIRECTORS ONLY**

- a. **RA23009, HARRISON & STREICHSBIER, 390 BAMFIELD INLET (BAMFIELD)**  
Rezoning Application – Memorandum and Bylaw P1485

*MOVED: Director Beckett*

*SECONDED: Director Roth*

*THAT Bylaw P1485, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director Boyko*

*THAT Bylaw P1485, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director Roth*

*THAT Bylaw P1485, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.*

**CARRIED**

- b. **TUP23002, KRANZ, 142 SOUTH BAMFIELD ROAD (BAMFIELD)**  
Short Term Vacation Rental Temporary Use Permit Application

*MOVED: Director Beckett*

*SECONDED: Director Roth*

*THAT the Board of Directors issue Temporary Use Permit TUP23002.*

**CARRIED**

- c. **DVE23004, FOEHSE, 6134 WADENA ROAD (BEAVER CREEK)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director Roth*  
*SECONDED: Director Sparrow*

*THAT the Board of Directors issue development variance permit DVE23004.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Meeting Schedule – November 2023**
- b. Building Report – September 2023**

*MOVED: Director Roth*  
*SECONDED: Director Sparrow*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. Agricultural Development Committee Meeting – October 24, 2023 – F. Boyko (verbal)**

Discussed meat processing grant. Discussed Dock+ facility and how the space will be allocated for public and private users. Fall Fair had 22,000 visitors in 2023. The 2024 Fall Fair will include a new layout to improve traffic through agriculture buildings. Eat West Coast will be starting their own online portal and will be putting out their own 'Vital Signs' type report, focused on the West Coast. At the Dock+ the flash freezer is operational and provides opportunities for users of the facility, also producing ice for the commercial and recreational fishery. Committee also discussed Short Term Rental Regulations and how they may impact agricultural properties.

*MOVED: Director Law*  
*SECONDED: Director Beckett*

*THAT this verbal report be received.*

**CARRIED**

### **10.3 MEMBER REPORTS (ALL/UNWEIGHTED)**

- a. 9-1-1 Corporation – B. Beckett. No report.
- b. Vancouver Island Regional Library – P. Cote. No report.
- c. Alberni Valley Chamber of Commerce – S. Minions. No report.

d. Air Quality Council, Port Alberni – M. Sparrow.

Across Canada home firewood burning generate more emissions of fine particulates than the oil and gas industry and transportation and mobile equipment put together. Home firewood burning is the largest single source of fine particulates. Fine particulate emissions are lower than in 1990 but have trended up since about 2006. Port Alberni and much of BC are within CAAQS PM2.5 red zones. The municipalities of Qualicum Beach and North Cowichan have offered low-cost or free wood chipping opportunities (“chipper days”) in recent years. Could ACRD offer periodic opportunities like this? During the four days of the Port Alberni Fair last month, more than 100 fairgoers entered AQC’s draw for four air purifiers. Could utility bill inserts’ or Let’s Connect ACRD (letsconnectacrd.ca) be used as vehicles for public education and outreach? Councillor Patola noted that, starting in July 2024, Nanaimo will not permit natural gas as the primary heat source in new home construction. (This will be required across BC by 2030). Could AQC partner with Alberni Climate Action to replicate this in Port Alberni? It was suggested that insurers might be potential partners in promoting/facilitating wood stove upgrades, based on the fact that wood stoves and other appliances can be noncompliant and can make a home difficult or impossible to insure.

e. West Coast Aquatic Board – T. Stere. No report.

f. Association of Vancouver Island & Coastal Communities – P. Cote.

Director Cote has been invited to the Ocean Protection Plan Dialogue Forum, November 1, 2, 3 and the Somass Estuary Symposium on November 2, 3 in Port Alberni and requests to attend the Somass Estuary Symposium on behalf of the ACRD.

*MOVED: Director Haggard*

*SECONDED: Director Sparrow*

*THAT the Board of Directors support Director Cote in attending the Somass Estuary Symposium in Port Alberni representing the Alberni-Clayoquot Regional District.*

**CARRIED**

AVICC has been busy, calling for resolutions, nominations for executive, any sessions you would like to see, sponsorship, call for photos. Also offering opportunity for students to attend AVICC conference.

g. Beaver Creek Water Advisory Committee – S. Roth. No report.

h. Tsawak-qin Public Advisory Group (WIWAG) – M. Sparrow. No report.

i. Agricultural Development Committee – F. Boyko

j. Other Reports



Director Cote reported on a meeting on October 24, 2023 with Protective Services Manager, Karen Freethy and General Manager of Administrative Services, Wendy Thomson and Emergency Management and Climate Readiness to discuss the deactivation of Kurtz Crib (on South Taylor Main).

CAO Daniel Sailland highlighted that the Alberni Valley Regional Airport received the Silver Wings William Templeton award and ACRD staff member Alisha Feser will be attending the ceremony on October 26<sup>th</sup> in Vancouver to accept the award.

*MOVED: Director Sparrow*

*SECONDED: Director Beckett*

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

**CARRIED**

### **13. QUESTION PERIOD**

Questions/Comments from the public. The Manager of Administration advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

### **14. ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT this meeting be adjourned at 2:58 pm.*

**CARRIED**

Certified Correct:

*John Jack*

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John Jack,  
Chairperson

*Heather Zenner*

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Heather Zenner,  
Manager of Administrative Services