



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 14, 2024 @ 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 Schmitt, Alternate Director, Electoral Area "A" (Bamfield)  
Jack McLeman, Alternate Director, Electoral Area "B" (Beaufort)  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Rene Lacoursiere, Alternate Director, Electoral Area "D" (Sproat Lake)  
Susan Roth, Director, Electoral Area "E" (Beaver Creek)  
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Marilyn McEwen, Mayor, District of Ucluelet  
Tom Stere, Councillor, District of Tofino  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Levana Mastrangelo, Executive Legislator, Yuuʷuʷiʷiʷath Government

### **REGRETS:**

Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Bob Beckett, Director, Electoral Area "A" (Bamfield)

### **STAFF PRESENT:**

Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Alex Dyer, Planning Manager  
Cynthia Dick, General Manager of Administrative Services  
Heather Zenner, Manager of Administrative Services  
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/14-2-2024/>

### **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 - Board Members and Staff present in the Boardroom and via Zoom.

**2. APPROVAL OF AGENDA**

*MOVED: Director Haggard*  
*SECONDED: Director Sparrow*

*THAT the agenda be approved as amended with the following late items:*

*Late Item: 9.1(f) Late Submission for RE23007, Rezoning application for 6210 Drinkwater Road.*

*Move agenda item: 8(b) Appointment of members to the Beaver Creek Water Advisory Committee - to an In-Camera meeting as per section 91(a) of the Community Charter. 90 (1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Agricultural Development Committee – January 23, 2024**

*MOVED: Director Roth*  
*SECONDED: Director Mastrangelo*

*THAT the minutes of the Agricultural Development Committee meeting held on January 23, 2024 be received.*

**CARRIED**

**b. Bamfield Area Services Meeting – January 23, 2024**

*MOVED: Director Roth*  
*SECONDED: Director Schmitt*

*THAT the minutes of the Bamfield Area Services meeting held on January 23, 2024 be received as amended.*

**CARRIED**

**c. Board of Directors Meeting – January 24, 2024**

*MOVED: Director Roth*  
*SECONDED: Director Cootes*

*THAT the minutes of the Board of Directors meeting held on January 24, 2024 be adopted.*

**CARRIED**

**d. Committee of the Whole Meeting – January 24, 2024**

*MOVED: Director Cootes*

*SECONDED: Director Sparrow*

*THAT the minutes of the Committee of the Whole meeting held on January 24, 2024 be received.*

**CARRIED**

**e. Committee of the Whole Meeting – February 7, 2024**

*MOVED: Director Roth*

*SECONDED: Director Siga*

*That the minutes of the Committee of the Whole Meeting held on February 7, 2024 be received.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Ben Hyman, Vancouver Island Regional Library, Executive Director, regarding Vancouver Island Regional Library Budget**

*MOVED: Director Roth*

*SECONDED: Director Cootes*

*THAT the Board of Directors provide additional time to Vancouver Island Regional Library to complete their delegation.*

**CARRIED**

Director Minions left the meeting at 2:04 pm.

**b. Crystal Chadburn, Ministry of Forests, Senior Invasive Plant Specialist & Derek Hogan, Ministry of Forests, Invasive Plant Specialist, regarding invasive plant management and the use of herbicides in the ACRD**

**c. Joanne Sales, Broombusters Invasive Plant Society, Executive Director, regarding Scotch Broom**

**6. CORRESPONDENCE FOR ACTION**

**a. REQUEST FOR LETTER OF SUPPORT**

Huu-ay-aht First Nations Government, January 30, 2024, request for a letter of support for nomination of Premier's Award for Excellence in Public Service for their partnership in the Anacla/Bamfield Road Improvement Project.

*MOVED: Director Roth*

*SECONDED: Director Cootes*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a letter of support to the Ministry of Indigenous Relations and Reconciliation to nominate their Ministry and the Huu-ay-aht First Nations for their partnership in the Anacla/Bamfield Road Improvement Project for a Premier's Award for Excellence in Public Service.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

**a. DEPARTMENT OF FISHERIES & OCEANS**

Consultation on Marine Finfish License Reissuance and Conditions of License Updates

**b. ABBOTSFORD CITY COUNCIL**

Request for consideration and resolution of support for proposed UBCM Resolution for additional detox beds to be added to the Fraser Health Region

**c. CITY OF CAMPBELL RIVER**

Community Safety Act and Community Safety Amendment Act

- Letter to Mayor Lilia Hansen, City of Fort St. John
- Letter to Honourable Mike Farnworth, BC Minister of Public Safety and Solicitor General

**d. DISTRICT OF SICAMOUS COUNCIL**

Support for Bill 34 and the Restricting Public Consumption

**e. EMERGENCY AND DISASTER MANAGEMENT ACT**

- Columbia Shuswap Regional District
- Regional District of Bulkley Nechako
- Peace River Regional District
- Fraser Valley Regional District

**f. BC MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS**

- Response to Margo Wagner, Chair, Cariboo Regional District regarding Emergency and Disaster Management Act
- Response to Aimee Watson, Chair, Regional District of Central Kootenay regarding Emergency and Disaster Management Act

**g. FOREST ENHANCEMENT SOCIETY OF BC**

Forest Enhancement Projects Update

**h. CLAYOQUOT BIOSPHERE TRUST**

West Coast Youth Transit Recommendation

MOVED: Director Steer  
SECONDED: Director Siga

**CARRIED**

*That the ACRD Board of Directors direct staff to investigate free fares from 13 – 19*

MOVED: Director Roth  
SECONDED: Director Mastrangelo

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

**CARRIED**

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

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

MOVED: Director Roth  
SECONDED: Director Johnsen

*THAT the Board of Directors set the date for the Parcel Tax Roll Review Panel sitting for Tuesday, February 27, 2024 at 10:00am using the Hybrid (Zoom/Boardroom) format.*

**CARRIED**

MOVED: Director Roth  
SECONDED: Director Siga

*THAT the Board of Directors appoint Directors Roth, Haggard, Sparrow and Alternate Director Mastrangelo to the Parcel Tax Roll Review Panel.*

**CARRIED**

MOVED: Director Siga  
SECONDED: Director Johnsen

*THAT the Board of Directors appoint Teri Fong, CPA, CGA, Chief Financial Officer for the ACRD as the Collector for 2024.*

**CARRIED**

### **b. Request for Decision regarding Appointment of nominated members to the Beaver Creek Water Advisory Committee (Moved to In-Camera meeting)**

**c. Request for Decision regarding Somass Fish Flows Committee –  
Appointment of ACRD Director**

*MOVED: Director Lacoursiere*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Cote to the Somass Fish Flows Committee for 2024.*

**CARRIED**

Director Minions re-entered the meeting at 2:46 pm.

**d. Request for Decision regarding grant funding application with UBCM –  
Local Government Development Approvals Program**

*MOVED: Director Roth*

*SECONDED: Director Lacoursiere*

*That the Alberni-Clayoquot Regional District (ACRD) Board of Directors support the grant funding application to UBCM for the Local Government Development Approvals Program for \$150,000 for the project of Improving Efficiency with the Housing Approval Process.*

**CARRIED**

**e. Request for Decision regarding Island Rail Corridor – Consulting Services  
Award**

*MOVED: Director Siga*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Island Rail Corridor Consulting Services contract to HDR Inc. in the amount of \$320,000.00 (excluding GST) and authorize the CAO to negotiate and execute the contract on behalf of the Regional District.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. RB21013, ANDREEFF, 5400 KINGSTON STREET (BEAUFORT)  
Public Hearing Report – Memorandum and Bylaws P1468 & P1469**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

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

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Sparrow*

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

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT Bylaw P1468, Beaufort Official Community Plan Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT Bylaw P1468, Beaufort Official Community Plan Amendment Bylaw be read a third time.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT Bylaw P1469, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT Bylaw P1469, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.*

**CARRIED**

**b. DVC23010, OLCEN, 2430 WILLOWBRAE ROAD (LONG BEACH)**  
Development Variance Application – Report and Permit

*MOVED: Director Siga*

*SECONDED: Director Roth*

*THAT the Board of Directors consider issuing Development Variance Permit DVC23010, subject to neighbouring properties being notified as per Local Government Act s. 499.*

**CARRIED**

- c. DVC23011, MARSMAN & KNUCKEY, 1074 FRONT STREET (LONG BEACH)**  
Development Variance Application – Report and Permit

*MOVED: Director Siga*

*SECONDED: Director Roth*

*THAT the Board of Directors consider issuing Development Variance Permit DVC23011, subject to neighbouring properties being notified as per Local Government Act s. 499.*

**CARRIED**

- d. DVD23009, HALL, 9010 LORD ROAD (SPROAT LAKE)**  
Development Variance Application – Report and Permit

*MOVED: Director Lacoursiere*

*SECONDED: Director Roth*

*THAT the Board of Directors consider issuing Development Variance Permit DVD23009, subject to neighbouring properties being notified as per Local Government Act s. 499.*

**CARRIED**

- e. SD21017, 1311144 BC LTD/MIKE CRONQUIST, (SPROAT LAKE)**  
Request for Decision

*MOVED: Director Lacoursiere*

*SECONDED: Director Roth*

*THAT the Board of Directors accept the park land dedication as presented on the proposed subdivision plan to meet the requirements of Section 510 of the Local Government Act.*

**CARRIED**

- f. RE23007, BRAR, 6210 DRINKWATER ROAD (BEAVER CREEK)**  
Rezoning Application – Memorandum and Bylaw P1487

*MOVED: Director Roth*

*SECONDED: Director Siga*



*THAT Bylaw P1487, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Roth  
SECONDED: Director Sparrow*

*THAT Bylaw P1487, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Roth  
SECONDED: Director McLeman*

*THAT Bylaw P1487, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a third time.*

**CARRIED**

**g. LOCAL GOVERNMENT ACT HOUSING UPDATE – PROVINCIAL HOMES FOR PEOPLE  
ACTION PLAN  
Request for Decision**

*MOVED: Director Roth  
SECONDED: Director Sparrow*

*THAT the Board of Directors receive the Local Government Act Housing Update report  
for information.*

**CARRIED**

*MOVED: Director Roth  
SECONDED: Director Siga*

*THAT the Board of Directors resolve to amend the Alberni-Clayoquot Regional District  
(ACRD) Zoning Bylaw and six Electoral Area Housing Needs Reports to comply with the  
legislative changes set out in the Province's Homes for People Action Plan.*

**CARRIED**

**10. REPORTS**

**10.1 COMMITTEE REPORTS**

**a. Transportation Advisory Committee, February 9, 2024 – (Daniel Sailland) – Verbal**

Identified that the province has engaged a consultant will be reviewing permanent emergency routes not a secondary highway. Identified that the Committee highlighted the socio-economic impacts of highways closures, committee supported moving forward with a consultant for \$70,000.

*MOVED: Director Sparrow*

*SECONDED: Director Roth*

*THAT the Transportation Advisory Committee, verbal report, be received.*

**CARRIED**

**10.2 AREA REPORTS**

(ALL/UNWEIGHTED)

- a. Electoral Area “A” (Bamfield) – No report.
- b. Electoral Area “B” (Beaufort) – No report.
- c. Electoral Area “C” (Long Beach) – V. Siga. Appreciated being able to attend the Climate Change & Health Conference. Medical Health Officer said that they don’t deal with septic systems proactively, just reactively. If we want to protect our waterways, it is our responsibility. There is research funding available if you connect with University of Victoria researchers in specific programs.
- d. Electoral Area “D” (Sproat Lake) – No report.
- e. Electoral Area “E” (Beaver Creek) – S. Roth. Approximately 75 people attended the Beaufort/Beaver Creek Townhall meeting on January 21st. Discussed regulations for Short Term Rentals with the majority of the people attending wish to stay out. Discussed proposed aquatics centre (noted that 3.7% of the population responded to the survey) and the majority of the people attending the townhall meeting want assent referendum by Electoral Area. Comments from the meeting included that the “cost it too high, aquatics is not an essential service, stated that Beaver Creek and Beaufort would pay the most (Beaver Creek pay 30% more than City taxpayer), everyone should pay the same amount, renters get a vote - yet rental owners cannot increase the rent, what will happen to Echo Pool, what is the cost to refurbish Echo Pool, Drinking water should take priority over aquatics”.
- f. Electoral Area “F” (Cherry Creek) – M. Sparrow. Held first town hall meeting with approximately 70 people attending. Discussed tax dollars and where they go, highlighted that Improvement Districts can’t access government grants, like Regional Districts can. Conversion study Open House taking place on March 14<sup>th</sup> in Cherry Creek. Discussed Regional District communication techniques to the majority of the public (want to find an effective way radio, Facebook, mailboxes, town hall, etc).

- g. City of Port Alberni – D. Haggard. The demolition site at the Somass Property has had 90-95% of material has either been sold, repurposed, or recycled. There are two large buildings on the site that the developer is looking to repurpose, desire to keep the history of the area.
- h. District of Tofino – T. Stere. In budget process, and recently had a town hall meeting on Housing Changes, which was very well attended. Looking at the implications of Tofino opting in.
- i. District of Ucluelet – M. McEwen. District of Ucluelet is not interested in opting into Provincial Housing regulations, as they have a bylaw does the same thing. Busy with budget.
- j. Huu-ay-aht First Nations – J. Jack. In budget process. Working with Asset Management and USI on the creation of a Master Plan for property development in Bamfield and Anacla, taking all of 2024.
- k. Toquaht Nation – K. Johnsen. Toquaht has unveiled their new website, working on annual budget, updating our OCP – Public Hearing on March 19<sup>th</sup>.
- l. Uchucklesaht Tribe Government – M. Cootes. Redford Homes Development Plan is now on the City of Port Alberni website and has gone to public engagement, September 21, 2023 APC meeting agenda. Also, in strategic planning process.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo. We opened a new department of Intergovernmental Affairs with a Director and two employees. Early engagement is occurring with Hyphocus Island. Developer has engaged with UFN on 150 townhouses and duplexes, 100 rental units, single family homes on 34 acre site.

*MOVED: Director Roth*

*SECONDED: Director Cootes*

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

**CARRIED**

## **11. UNFINISHED BUSINESS**

- a. **ROB FLEMING, BC MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**  
Letter Regarding Highway 4 Alternate Route

*MOVED: Director Roth*

*SECONDED: Director Siga*

*THAT the Board of Directors receive Unfinished Business item a.*

**CARRIED**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

Questions/Comments from the public. The Manager of Administrative Services 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. RECESS**

*MOVED: Director Siga*  
*SECONDED: Director Johnsen*

*THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.*

**CARRIED**

The meeting was recessed at 3:36 pm.

**15. RECONVENE**

The meeting was reconvened at 3:42 pm.

**16. IN-CAMERA**

*MOVED: Director Jack*  
*SECONDED: Director Roth*

*THAT the meeting be closed to the public as per the Community Charter, sections:*  
*i. 90 (1) (a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.*

**CARRIED**

The meeting was closed to the public at 3:43 pm.

The meeting was re-opened to the public at 3:52 pm.

**17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

The following motions passed at the in-camera portion of the January 24, 2024 Board of Directors meeting and were reported out in open meeting:

*THAT the Alberni-Clayoquot Regional District Board of Directors nominate John McNabb for consideration of appointment to the BC Ferry Authority Board of Directors representing the Central Vancouver Island and Northern Georgia Strait appointment area for the 3-year term commencing April 1, 2024, and ending on March 31, 2027.*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Ken McRae to the Transportation Advisory Committee to represent the business community.*

**16. ADJOURN**

*MOVED: Director Sparrow*

*SECONDED: Director Siga*

*THAT this meeting be adjourned at 3:52 pm.*

**CARRIED**

Certified Correct:

*Debbie Haggard*

Debbie Haggard,  
Vice - Chairperson

*Heather Zenner*

Heather Zenner,  
Manager of Administrative Services