



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 10, 2024 1:30 PM

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

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**DIRECTORS** John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations

**PRESENT:** 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)  
Marilyn McEwen, Mayor, District of Ucluelet  
Tom Stere, Councillor, District of Tofino

**REGRETS:** Sharie Minions, Mayor, City of Port Alberni  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government

**STAFF PRESENT:** Teri Fong, Chief Financial Officer  
Jenny Brunn, General Manager of Community Services  
Heather Zenner, Manager of Administrative Services  
Karen Freethy, Protective Services Manager  
Charlie Starratt, Regional Fire Services Manager  
Alex Dyer, Planning Manager  
Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/10-4-2024/>

### 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 Roth*  
*SECONDED: Director Siga*

*THAT the agenda be approved as circulated with the addition of two late items in Section 10.1 Reports; West Coast Transit Update and Inclusive Governance Update.*

**CARRIED**

**Moment of Silence** - The Board of Directors conducted a moment of silence in memory and honour of Peg Bishop, past member with the Sproat Lake Volunteer Fire Department.

### **3. DECLARATIONS**

Director Boyko declared a conflict-of-interest respecting agenda item 9.1 (a) Rezoning application RE23014, Schellenberg, 7807 Beaver Creek Road.

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

#### **a. Board of Directors Meeting – March 27, 2024**

*MOVED: Director Roth*  
*SECONDED: Director Siga*

*THAT the minutes of the Board of Directors meeting held on March 27, 2024 be adopted.*

**CARRIED**

#### **b. Salmon Beach Committee Meeting – March 14, 2024**

*MOVED: Director Siga*  
*SECONDED: Director Roth*

*THAT the minutes of the Salmon Beach Committee meeting held on March 14, 2024 be received.*

**CARRIED**

#### **c. Agriculture Development Committee Meeting – March 19, 2024**

*MOVED: Director Cote*  
*SECONDED: Director Roth*

*THAT the minutes of the Agriculture Development Committee meeting held on March 19, 2024 be received.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence March 27, 2024 from Riders of Alberni Valley regarding letter of support for riders of Alberni Valley's application for land use agreement with the province of British Columbia.**

*MOVED: Director Haggard*

*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors provide a letter of support for Riders of Alberni Valley's application for a land use agreement with the province of British Columbia to maintain and possibly build multi use trails on Crown Land above and around the Maquinna trail system.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **OSOYOOS CANADA'S WARMEST WELCOME**  
Support for Resolution
- b. **MUNICIPAL FINANCE AUTHORITY OF BC**  
2023 Annual Report
- c. **OCEAN FRIENDLY PORT ALBERNI**  
OFPA'S Easter at the Estuary
- d. **BC ECONOMIC DEVELOPMENT ASSOCIATION**  
The BC Economic Summit
- e. **BC TRANSIT**  
Expansion Funding for the West Coast Transit Service 2024-25

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Union of BC Municipalities Community Emergency Preparedness Fund Grant Opportunity – Public Notification and Evacuation Route Planning Program**

*MOVED: Director Stere*

*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors support the grant funding application to the Union of BC Municipalities (UBCM) Community Emergency Preparedness Program Fund (CEPF) for up to \$30,000 for Public Notifications and Evacuation Route Planning with interested grant partners.*

**CARRIED**

**b. Request for Decision regarding formal lease application – LBAlease-2024-002 (ACRD & PWT)**

*MOVED: Director Stere*

*SECONDED: Director McEwen*

*THAT the ACRD Board of Directors approve entering into a short-term lease agreement with PWTransit for lease lot LS-L2024008 at the Long Beach Airport (CYAZ) effective April 1, 2024, to March 30, 2025, at a rate of \$10.00 plus GST per year.*

**CARRIED**

**c. Request for Decision regarding West Coast Transit rates bylaw**

*MOVED: Director Stere*

*SECONDED: Director Boyko*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to bylaw cited as “Bylaw No. F1166, West Coast Transit Fees and Charges Bylaw, 2024.”*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to bylaw cited as “Bylaw No. F1166, West Coast Transit Fees and Charges Bylaw, 2024.”*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director McEwen*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to bylaw cited as “Bylaw No. F1166, West Coast Transit Fees and Charges Bylaw, 2024.”*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Siga*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bylaw No. F1166, West Coast Transit Fees and Charges Bylaw, 2024."*

**CARRIED**

Director Boyko declared a conflict-of-interest respecting agenda item 9.1 (a) and left the meeting at 2:09 pm.

## **9. PLANNING MATTERS**

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

- a. **RE23014, SCHELLENBERG, 7807 BEAVER CREEK ROAD (BEAVER CREEK)**  
Rezoning Application – Memorandum and Bylaw P1489

*MOVED: Director Roth*

*SECONDED: Director Cote*

*THAT Bylaw P1489, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Roth*

*SECONDED: Director Sparrow*

*THAT Bylaw P1489, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Roth*

*SECONDED: Director Siga*

*THAT Bylaw P1489, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.*

**CARRIED**

Director Boyko re-entered the meeting at 2:12 pm.

## **10. REPORTS**

### **10.1 OTHER REPORTS**

#### **West Coast Transit**

Grand opening celebration had great representation from First Nations, Clayoquot Biosphere Trust, Alberni-Clayoquot Health Network, ACRD, District of Ucluelet, District of Tofino, and Parks Canada. Service animals are permitted. Bike racks will be installed,

allowing for the transportation of bikes (2 at a time). Great support for this service. Connecting communities, providing transportation for work, medical appointments, tourism. Bus driver attended and shared stories from the individuals riding the buses. There is interest in collecting data regarding ridership (locals vs tourists). Alberni-Clayoquot Health Network is also interested in transit stories to understand ridership.

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors receive the West Coast Transit update.*

**CARRIED**

### **Inclusive Governance Update**

Meeting was to be held on the West Coast, unfortunately one of the Hereditary Leaders of the Hupacasath First Nation had passed away; therefor the meeting was rescheduled. EcoPlan and Chair Jack will undertake further engagement with individual First Nations, as well as a larger meeting.

*MOVED: Director Siga*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors receive the Inclusive Governance update.*

**CARRIED**

## **10.2 COMMITTEE REPORTS**

### **10.3 AREA REPORTS**

(ALL/UNWEIGHTED)

- a. Electoral Area "A" (Bamfield) – B. Beckett. Mike Irg will be presenting to Bamfield Community Affairs Association on Monday April 15<sup>th</sup> on the Bamfield Development Plan process, leading up to the Official Community Plan review. Community Services staff are still engaging the community on the sewer project. Recruiting members for the Bamfield Parks Commission.
- b. Electoral Area "B" (Beaufort) – F. Boyko. Beaufort looking forward to getting the Log Train Trail officially multi-use. Next Townhall meeting on Sunday April 21<sup>st</sup> at 2pm, Beaver Creek Community Hall.
- c. Electoral Area "C" (Long Beach) – V. Siga. West Coast Transit is the big news, congratulations to Eddie Kunderman on leading this project and providing an inclusive Grand Opening celebration.
- d. Electoral Area "D" (Sproat Lake) – P. Cote. The Sproat Lake Active Transportation survey has now closed. Feedback received included that some of the proposals that were put forward in the survey were not aligned with the

community. Participating with the Somass Fish Flow Committee regarding the weir plates at Sproat Lake River and the dams at Great Central Lake (assets owned by Catalyst). Committee has asked for a Management Plan. Committee has asked for Catalyst to install the weir plates for the 2024 season, but no response has been received. Wants to see a Water Management Plan for the ACRD. Staff are still currently engaging with First Nations and Mosaic on the Active Transportation Plan; another community engagement session is coming up in May. Director Cote has received questions from residents regarding docks on Sproat Lake. ACRD requires Development Permits for any new dock or waterfront construction on the lake.

- e. Electoral Area “E” (Beaver Creek) – S. Roth. One of the Beaver Creek residents was assaulted with serious injuries in a business in the City of Port Alberni. Townhall is on Sunday April 21<sup>st</sup> at 2pm, Beaver Creek Community Hall.
- f. Electoral Area “F” (Cherry Creek) – M. Sparrow. Cherry Creek Waterboard is hosting their Annual General Meeting on April 18<sup>th</sup> at 6pm. They will be presenting the results of the survey for the Conversion Study. Cherry Creek Community Hall is hosting their Annual General Meeting on May 1<sup>st</sup> 6:30pm. Public Service Announcement - During recreational walks finding unattended campfires.
- g. City of Port Alberni – D. Haggard. Happy to announce that the City has adopted their budget 9.26% increase. Council is excited to attend AVICC this coming weekend.
- h. District of Tofino – T. Stere. Presentation of the Water Master Plan through the Water Conservation Plan was recently presented to council. The second apartment ‘Headwaters’ Housing project will have folks moved in by end of summer. Tofino Council opted into *Short Term Rental Accommodations Act Bill 35*. Tourism Tofino had their AGM with Minister Popham, MLA Osborne attended as guest speakers and was attended by at least 100 organizations.
- i. District of Ucluelet – M. McEwen. Great celebration at the West Coast Transit grand opening. Currently there is no bus stop at Millstream nor at Long Beach, recommend adjustments to include these stops. Final budget meeting next Tuesday. Looking forward to AVICC.
- j. Huu-ay-aht First Nations – J. Jack. Pachena Bay Music Festival will be held July 19-21, 2024. Continuing with the Huu-ay-aht Framework Plan (master planning project) on Bamfield lands and possibly Treaty Settlement Lands. Engagement sessions are ongoing. Sewer project discussions should also include staff from ACRD, Huu-ay-aht First Nations (HFN) in partnership with the Bamfield Marine Science Centre. Bamfield Road Reconciliation project is still underway and warranty work is still occurring. Mother’s Centre in Port Alberni is continuing, anticipating completing construction before winter. Recently had a VIP visitor (from Tokyo) who toured HFN Timber Tiles operation. Interested in forestry and value-added products in the Alberni Valley.
- k. Toquaht Nation – K. Johnsen. No report.

- l. Uchucklesaht Tribe Government – M. Cootes. No report.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo. No report.

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**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 Sparrow*

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

**CARRIED**

The meeting was recessed at 2:47 pm.

**15. RECONVENE**

The meeting was reconvened at 2:57 pm.

**16. ADJOURN**

*MOVED: Director Roth*

*SECONDED: Director Sparrow*

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

**CARRIED**



Certified Correct:

*John Jack*

John Jack,  
Chairperson

*Heather Zenner*

Heather Zenner,  
Manager of Administrative Services