



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, AUGUST 28, 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 Beckett, Director, Electoral Area "A" (Bamfield)  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Penny Cote, 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  
Levana Mastrangelo, Executive Legislator, Yuułu?i?ath Government  
Kel Roberts, Alternate Director, Electoral Area "C" (Long Beach)

#### **REGRETS:**

Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Kirsten Johnsen, Member of Council, Toquaht Nation

#### **STAFF PRESENT:**

Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Jenny Brunn, General Manager of Community Services  
Cynthia Dick, General Manager of Administrative Services  
Heather Zenner, Manager of Administrative Services  
Karen Freethy, Protective Services Manager  
Eddie Kunderman, Operations Manager  
Alex Dyer, Planning Manager  
Janice Hill, Executive Assistant  
Charlie Starratt, Regional Fire Services Manager

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

<https://www.acrd.bc.ca/events/28-8-2024/>

### **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 Roberts*

*SECONDED: Director Sparrow*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

Director Roth declared a conflict-of-interest respecting agenda item 9.1.(i) Rezoning Application RE24001, Tardiff, 6467 Walker Road.

Director Stere declared a conflict-of-interest respecting agenda item 6.c Canadian Coast Guard News Release.

Director Minions declared a conflict-of-interest respecting agenda item 9.1(d) Temporary Use Permit, TUP19018R, Braiden, 8467 Bothwell Road.

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – July 24, 2024**

*MOVED: Director Cote*

*SECONDED: Director Cootes*

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

**CARRIED**

**b. Alberni Valley & Bamfield Services Committee Meeting – July 24, 2024**

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

*THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on July 24, 2024 be received.*

**CARRIED**

**c. Transportation Advisory Committee Meeting – July 30, 2024**

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

*THAT the minutes of the Transportation Advisory Committee meeting held on July 30, 2024 be received.*

**CARRIED**

**d. Bamfield Area Services Committee Meeting – August 13, 2024**

*MOVED: Director Beckett*

*SECONDED: Director Cootes*

*THAT the minutes of the Bamfield Area Services Committee meeting held on August 13, 2024 be received.*

**CARRIED**

**e. Agriculture Development Committee Meeting – August 20, 2024**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the minutes of the Agriculture Development Committee meeting held on August 20, 2024 be received.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Katherine McDougall, Climate Planning & Research Specialist, Community Energy Association presenting ACRD Corporate Energy and Emissions Plan.**

**b. Clark Power, Agent for Property Owner, regarding Rezoning Application RE23011.**

**c. Greg Poznikoff, Property Owner, regarding Development Variance Application DVA24002.**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*That the Board of Directors allow Greg Poznikoff to extend his presentation past ten minutes.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

**a. REQUEST FOR LETTER OF SUPPORT**

Port Alberni Air Quality Council requesting letter of support to Ministry of Forests regarding discouragement of slash-pile burning in populated areas.

*MOVED: Director Cote*  
*SECONDED: Director Boyko*

*THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support to the Ministry of Forests discouraging slash-pile burning in populated areas and encourage other ways to utilize waste wood.*

**CARRIED**

**b. REQUEST FOR LETTER OF SUPPORT**

*Emerald Sea Protection Society requesting a letter of support to Clean Coast Clean Waters Initiative Fund to conduct shoreline cleanup of remote beaches on the Bamfield Peninsula.*

*MOVED: Director Beckett*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support to Clean Coast Clean Waters Initiative Fund for cleanup scheduled for September 11-18, 2024 at 5 locations on the Bamfield Peninsula, subject to Emerald Sea Protection Society bringing in ocean cleanup debris as Coastal Clean-up Waste under Bylaw 1033, paying \$175 per tonne while ensuring no hazardous material is brought in.*

**CARRIED**

Director Stere declared a conflict-of-interest respecting agenda item 6 (c) and left the meeting at 2:30 pm.

**c. REQUEST FOR SUPPORT**

*Canadian Coast Guard – News Release. Light keeper functions to cease at Carmanah Point and Pachena Point.*

*MOVED: Director Cote*  
*SECONDED: Director Cootes*

*THAT the ACRD Board of Directors direct staff to write a letter to the Department of Fisheries and Oceans Canada requesting that the Carmanah Point and Pachena Point lighthouse remain staffed.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse the following coast guard related resolution and direct staff to submit for consideration at the 2024 UBCM Convention as an emergency resolution:*

*THEREFORE BE IT RESOLVED THAT the Union of BC Municipalities (UBCM) call upon the Minister, the Commissioner and the Canadian Coast Guard management to immediately halt any plans to shut down light stations and maintain the essential levels of staffing at these and all stations on the entire coast of BC, and that this matter be, in addition, referred to the Federation of Canadian Municipalities for their immediate consideration.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Roberts*

*THAT the ACRD Board of Directors request that the Association of Vancouver Island Coastal Communities (AVICC) President provide support for the emergency Canadian Coast Guard resolution and any meeting requests with the Premier and Cabinet Ministers at the 2024 UBCM Convention.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Cootes*

*THAT the ACRD Board of Directors direct staff to forward all correspondence related to the Canadian Coast Guard resolution to the Federation of Canadian Municipalities regarding this matter.*

**CARRIED**

Director Stere re-entered the meeting at 2:40 pm.

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **SPROAT LAKE COMMUNITY ASSOCIATION REPORT**  
Use of Community Works Funding by Sproat Lake Community Association
- b. **MINISTRY OF WATER, LAND, AND RESOURCE STEWARDSHIP**  
Change of Legal Name - Catalyst Paper
- c. **SPIRIT SQUARE FARMER'S MARKET BOARD**  
Equinox Garlic Festival
- d. **SAGE HAVEN**  
Thank You Letter
- e. **HFN FORESTRY LP**  
HFN Forest Stewardship Plan Amendment 1
- f. **UU-A-THLUK**  
Donation Letter

- g. **FISHERIES AND OCEANS CANADA**  
Consultation on Marine Shellfish License Reissuance
- h. **VANCOUVER ISLAND ECONOMIC ALLIANCE**  
2024 State of the Island Economic Summit Update
- i. **NORTH ISLAND COLLEGE**  
North Island College Strategic Plan
- j. **CITY OF VERNON**  
UBCM Resolution Consideration
- k. **MINISTRY OF AGRICULTURE AND FOOD**  
Addressing Drought Challenges

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

*That Board of Directors provide support for ACRD Directors to attend the Vancouver Island Economic Alliance.*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Sparrow*

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

**CARRIED**

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

### **a. Cherry Creek Waterworks District Conversion Study - Final Report**

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

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors receive the Cherry Creek Waterworks District (CCWWD) Conversion Study Final Report as presented.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors consider adding water management planning as a discussion topic at the next Strategic Planning Session and consideration for a Regional Water Committee.*

**CARRIED**

**b. Request for Decision regarding Proposed East Bamfield Sewer Referendum Question and Synopsis**

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the East Bamfield Sewer referendum synopsis for Bylaws E1065 and F1163 as presented, and approve the following referendum question:*

*Are you in favour of the Alberni-Clayoquot Regional District adopting the following bylaws:*

- 1. East Bamfield Sewer Collection System Service Establishment Bylaw No. E1065, which will permit the Alberni-Clayoquot Regional District to establish and operate a sewer collection system in East Bamfield; and*
- 2. East Bamfield Sewer Collection System Loan Authorization Bylaw No. F1163, which will permit the Alberni-Clayoquot Regional District to borrow up to \$1,500,000 over a period not exceeding 20 years for the purpose of constructing a sewer collection system in East Bamfield?*

**CARRIED**

**c. Request for Decision regarding Proposed West Bamfield Sewer Referendum Question and Synopsis**

*MOVED: Director Beckett*

*SECONDED: Director Boyko*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the West Bamfield Sewer referendum synopsis for Bylaws E1066 and F1164 as presented, and approve the following referendum question:*

*Are you in favour of the Alberni-Clayoquot Regional District adopting the following bylaws:*

- 1. West Bamfield Sewer Collection System Service Establishment Bylaw No. E1066, which will permit the Alberni-Clayoquot Regional District to establish and operate a sewer collection system in West Bamfield; and*
- 2. West Bamfield Sewer Collection System Loan Authorization Bylaw No. F1164, which will permit the Alberni-Clayoquot Regional District to borrow up to \$2,400,000 over a period not exceeding 20*

*years for the purpose of constructing a sewer collection system in West Bamfield?*

**CARRIED**

**d. Request for Decision regarding Corporate Energy & Emissions Plan**

*MOVED: Director Stere*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Corporate Energy & Emissions Plan.*

**CARRIED**

**e. Request for Decision regarding EOC and ESS Training Services**

*MOVED: Director Stere*

*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Emergency Operations Centre and Emergency Support Services Training and Exercises contract to Strategic Alliance for Emergency Resilience Inc. for a 1-year term in the amount of 34,759.50 (excluding GST), and authorize the CAO to negotiate and execute the contract on behalf of the ACRD.*

**CARRIED**

**f. Request for Decision regarding 2024 Bamfield Sewer Referendum – Alternative Methods of Advertising**

*MOVED: Director Beckett*

*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District Board of Directors accept the legal advertising plan for Bamfield Sewer Referendums in East and West Bamfield in the fall of 2024.*

**CARRIED**

**g. Request for Decision regarding Bamfield Waste Hauling Services**

*MOVED: Director Beckett*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Bamfield Waste Hauling Services contract to Nicklin Waste Disposal for a 3-year term in the amount of \$60.00 per bin per haul (excluding GST), with the*

*option to renew for an additional 3-year term and authorize the CAO to negotiate and execute the contract on behalf of the ACRD.*

**CARRIED**

The meeting was recessed at 3:17 pm.

The meeting was reconvened at 3:28 pm.

## **9. PLANNING MATTERS**

### **9.1 ELECTORAL AREA DIRECTORS**

- a. **DVA24002, POZNIKOFF, LOT 67, HAGGARD COVE (BAMFIELD)**  
Development Variance Permit – Memorandum and Permit

*MOVED: Director Beckett*

*SECONDED: Director Cote*

*THAT the Board of Directors issue development variance permit DVA24002.*

**CARRIED**

- b. **TUP24006, FINLEY, 8262 MESHES ROAD (BEAUFORT)**  
Temporary Use Permit – Report

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the Board of Directors consider Temporary Use Permit application TUP24006 subject to neighbourhood notification as per Local Government Act s.494.*

**CARRIED**

- c. **DVD24005, SAYWELL DEVELOPMENTS, 10411 MARINA VISTA DRIVE (SPROAT LAKE)**  
Development Variance Permit – Memorandum and Permit

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Board of Directors issue development variance permit DVD24005.*

**CARRIED**

- d. **RD24005, STRACHAN, 10787 KIMOLA ROAD (SPROAT LAKE)**  
Rezoning – Report and Bylaws P1509 and P1510

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT THAT Bylaw P1509, Sproat Lake Official Community Plan Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Roberts*

*THAT Bylaw P1510, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Sparrow*

*THAT the public hearing for Bylaws P1509 and P1510 be delegated to the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Sparrow*

*THAT the Board of Directors confirm that adoption of Bylaws P1509 and P1510 are subject to:*

- a. Confirmation from a Registered On-Site Wastewater Practitioner that the parcel can accommodate on-site sewage disposal to a 0.8 hectare minimum lot size.*
- b. Meeting all technical referral agency requirements.*

**CARRIED**

Director Minions declared a conflict-of-interest respecting agenda item 9 (i) and left the meeting at 3:37 pm.

- e. TUP19018R, BRAIDEN, 8467 BOTHWELL ROAD (SPROAT LAKE)**  
Temporary Use Permit – Memorandum and Permit

*MOVED: Director Cote  
SECONDED: Director Sparrow*

*THAT the Board of Directors issue temporary use permit TUP19018R.*

**CARRIED**

Director Minions re-entered the meeting at 3:49 pm.

- f. TUP19020R, CURTIS, 8279 DICKSON DRIVE (SPROAT LAKE)**

Temporary Use Permit – Memorandum and Permit

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

*THAT the Board of Directors issue temporary use permit TUP19020R.*

**CARRIED**

- g. **DVE24006, ELLIOT, 5424 GORDON AVENUE (BEAVER CREEK)**  
Development Variance Permit – Memorandum and Permit

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

*THAT the Board of Directors issue development variance permit DVE24006.*

**CARRIED**

- h. **RE23011, POWER/HYGGEN, 5522 MAPLE STREET (BEAVER CREEK)**  
Rezoning – Memorandum and Bylaw 1494

*MOVED: Director Roth*  
*SECONDED: Director Boyko*

*That the Board of Directors direct staff to seek additional public input on the application prior to the Board considering making a decision on rezoning application RE23011 and Zoning Bylaw Amendment Bylaw P1494.*

**CARRIED**

Director Roth declared a conflict-of-interest respecting agenda item 9 (i) and left the meeting at 3:56 pm.

- i. **RE24001, TARDIF, 6467 WALKER ROAD (BEAVER CREEK)**  
Rezoning – Memorandum and Bylaw 1493

*MOVED: Director Boyko*  
*SECONDED: Director Sparrow*

*THAT Bylaw P1493, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.*

**CARRIED**

*MOVED: Director Boyko*  
*SECONDED: Director Cote*

*THAT Bylaw P1493, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a second time.*

**CARRIED**

*MOVED: Director Boyko*  
*SECONDED: Director Sparrow*

*THAT Bylaw P1493, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a third time.*

**CARRIED**

Director Roth re-entered the meeting at 3:58 pm.

j. **RE24006, SMITH-STEPHENS, 6416 BEAVER CREEK ROAD (BEAVER CREEK)**  
Rezoning – Report and Bylaw 1511

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

*THAT the Board of Directors consider first reading of Bylaw P1511, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw at a future date, and that notice be given in accordance with section 467 of the Local Government Act.*

*THAT the Board of Directors confirm that adoption of Bylaw P1511 is subject to:*

- a. *Confirmation from a Registered On-Site Wastewater Practitioner (ROWP) that the portion of the property to be rezoned is capable of supporting on-site sewage disposal to a minimum 0.24 hectare density.*
- b. *Meeting all technical referral agency requirements.*

**CARRIED**

k. **DVF24007, PALMER, 6860 CYPRESS BOULEVARD (CHERRY CREEK)**  
Development Variance Permit – Memorandum and Permit

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

*THAT the Board of Directors issue development variance permit DVF24007.*

**CARRIED**

l. **DVF24009, DOCKENDORFF, 6635 CYPRESS BOULEVARD (CHERRY CREEK)**  
Development Variance Permit – Memorandum and Permit

*MOVED: Director Sparrow*  
*SECONDED: Director Roberts*

*THAT the Board of Directors issue development variance permit DVF24009.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Meeting Schedule – September 2024**
- b. Building Report – July 2024**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 AREA REPORTS**

- a. Electoral Area “A” (Bamfield) – B. Beckett.** Amazing season in Bamfield. Parking is an issue in the core of Bamfield with folks parking on the right-of-way. MLA Osborne in Anacla today and Bamfield tomorrow to meet with residents.
- a. Electoral Area “B” (Beaufort) – F. Boyko.** Harvest season, September 29<sup>th</sup> at 2pm is the next town hall meeting.
- b. Electoral Area “C” (Long Beach) – K. Roberts.** Concerns with driving speed on forestry roads and within the community of Salmon Beach. Further discussion will occur at the upcoming Salmon Beach AGM.
- c. Electoral Area “D” (Sproat Lake) – P. Cote.** The Sproat Lake Community Association has struck an Environmental Committee. Had a road tour with the Ministry of Transportation. Roads in Sproat Lake are generally well maintained, however some key roads require patching.
- d. Electoral Area “E” (Beaver Creek) – S. Roth.** Will be at the September 29<sup>th</sup> Town Hall meeting to listen to the people.
- e. Electoral Area “F” (Cherry Creek) – M. Sparrow.** Focused on the November 6<sup>th</sup> meeting in Cherry Creek where the Cherry Creek Water Conversation plan will be discussed.
- f. City of Port Alberni – S. Minions/D. Haggard.** Quay to Quay path is just about complete. Final sections will be completed in the next two weeks. Grand opening celebration is being planned.
- g. District of Tofino – T. Stere.** Wastewater treatment plant had their grand opening recently. Big boost for communities and environment.

- h. District of Ucluelet – M. McEwen.** Have undertaken a Peninsula Road safety and revitalization project. Almost complete with planting of trees to still be done. Made a huge difference to safety as you come into Ucluelet. Ministry of Transportation also provided support for this project. Improvements include paving, line painting, four-way stop, and a bike path.
- i. Huu-ay-aht First Nations – J. Jack.** Update to Huu-ay-aht Framework Plan (plan for using of private lands in Bamfield) and an update to the Land Use Plan (plan for Treaty Settlement Lands). Have presented plans to Bamfield residents, residents in Anacla and beyond (Port Alberni, Vancouver, Victoria). Trying to engage with as many people as possible. Next Friday on September 6th is a celebration to open the Oomiiqsu Mother’s Centre in Port Alberni. Helping moms and families will help to address socioeconomic inequities between Indigenous folks and non-Indigenous folks, but also address a lot of the recommendations that were put in the Huu-ay-aht Social Services Report.
- j. Toquaht Nation – K. Johnsen.** No report.
- k. Uchucklesaht Tribe Government – M. Cootes.** Focusing on programs that support Uchucklesaht citizens to help those that have been struggling. Reminder of Toxic Drug Crisis event at Dry Creek Park.
- l. Yuulu?if?ath Government – L. Mastrangelo.** Holding an Annual General Assembly in September. Still recruiting for CFO and Director of Operations.

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

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

**CARRIED**

#### **10.4 MEMBER REPORTS**

- a. 9-1-1 Corporation – B. Beckett.** Next meeting is September 27, 2024.
- b. Vancouver Island Regional Library – P. Cote.** Next meeting is September 14, 2024.
- c. Alberni Valley Chamber of Commerce – S. Minions.** No report.
- d. Air Quality Council, Port Alberni – M. Sparrow.** No report.
- e. Association of Vancouver Island & Coastal Communities – P. Cote.** Reminder of AVICC support at UBCM convention. AVICC lunch is Wednesday during UBCM.
- f. Tsawak-qin Public Advisory – M. Sparrow.** No report.
- g. Other Reports**

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

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

**CARRIED**

Director Minions left the meeting at 4:18 pm.

**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).

The Manager of Administrative Services read out comment from Charlane Lac regarding the placement of a 5G cell tower on Debeaux Road.

**14. RECESS**

*MOVED: Director Roberts*

*SECONDED: Director Cote*

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

**CARRIED**

The meeting was recessed at 4:21 pm.

**15. RECONVENE**

The meeting was reconvened at 4:30 pm.

**16. IN-CAMERA**

*MOVED: Director Jack*

*SECONDED: Director Cote*

*THAT the meeting be closed to the public as per the Community Charter, sections:*

- 90 (1) (j) : information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*

- ii. 91 (2) (a) (i) : in the case of a meeting that must be closed under section 90 (2), if the board considers this necessary and the person (i) already has knowledge of the confidential information,

*THAT the meeting to the public as per the Freedom of Information and Protection of Privacy Act, section:*

- iii. 21 (1) (a) (ii) : The head of a public body must refuse to disclose to an applicant information (a) that would reveal (ii) commercial, financial, labour relations, scientific or technical information of or about a third party

**CARRIED**

The meeting was closed to the public at 4:32 pm.

The meeting was re-opened to the public at 5:18 pm.

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

**18. ADJOURN**

*MOVED: Director Roberts*

*SECONDED: Director Cootes*

*THAT this meeting be adjourned at 5:18 pm.*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Heather Zenner,  
Manager of Administrative Services