



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 27, 2024, 1:30 PM

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

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<b>DIRECTORS</b>	John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations
<b>PRESENT:</b>	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) Sharon Price, Alternate 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 Kirsten Johnsen, Member of Council, Toquaht Nation Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government
<b>REGRETS:</b>	Moriah Cootes, Councillor, Uchucklesaht Tribe Government Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)
<b>STAFF PRESENT:</b>	Daniel Sailland, Chief Administrative Officer Teri Fong, Chief Financial Officer Mike Irg, General Manager of Planning & Development Jenny Brunn, General Manager of Community Services Cynthia Dick, General Manager of Administrative Services Rich Taliunas, Information Technology Technician 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/27-3-2024/>

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

**2. APPROVAL OF AGENDA**

*MOVED: Director Roth*

*SECONDED: Director Price*

*THAT the agenda be approved as circulated.*

**CARRIED**

Director Minions entered the meeting at 1:35 pm

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – March 13, 2024**

*MOVED: Director Roth*

*SECONDED: Director Siga*

*THAT the minutes of the Board of Directors Meeting held on March 13, 2024, be adopted.*

**CARRIED**

**b. Beaver Creek Water Advisory Committee Meeting – March 12, 2024**

*MOVED: Director Roth*

*SECONDED: Director Mastrangelo*

*THAT the minutes of the Beaver Creek Water Advisory Committee Meeting held on March 12, 2024, be received.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

**a. PEACE RIVER REGIONAL DISTRICT**

Province of BC – Proposed Land Act Amendments

**b. CITY OF PORT ALBERNI**

Highway 4 Hole in the Wall Access and Safety

- c. **DUNCAN CITY COUNCIL**  
2024 AVICC Resolution – Fail to Appear Charges in Policing Statistics
- d. **PACIFIC RIM NATIONAL PARK RESERVE**  
Avian Influenza Guidance
- e. **BC ECONOMIC DEVELOPMENT ASSOCIATION**  
Agenda at a Glance
- f. **CLAYOQUOT SOUND CONSERVANCIES**  
Invitation to Engage on Proposed Conservancies in Clayoquot Sound
- g. **NORTH ISLAND 9-1-1 CORPORATION**  
2024-2028 Financial Plan & 2023 Year End Results

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the Board of Directors table the discussion of Hole in the Wall until the 2025 strategic planning session.*

**CARRIED**

*MOVED: Director Roth*

*SECONDED: Director Cote*

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

**CARRIED**

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

- a. **Request for Decision regarding Adoption of Bylaw F1165, 2024-2028 Financial Plan**

*MOVED: Director Cote*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan”.*

*MOVED: Director Johnsen*

*SECONDED: Director Roth*

*Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan be amended at second reading as follows, recognizing the financial contribution committed from Toquaht Nation for 2024 Grant-in-aids:*

**103 – Grant-in-aid – Alberni Valley & Area A, page 11:**

**GL Category 107 – Contribution from other governments – increase by \$325**

**GL Category 127 – Tax requisition –decrease by \$325**

**097 – Grant-in-aid – Region Wide, page 17:**

**GL Category 107 – Contribution from other governments – increase by \$300**

**GL Category 127 – Tax requisition –decrease by \$300**

**096 – Grant-in-aid – West Coast, page 42:**

**GL Category 107 – Contribution from other governments – increase by \$275**

**GL Category 127 – Tax requisition –decrease by \$275**

**CARRIED**

**MOVED:** Director Stere

**SECONDED:** Director Siga

*THAT the Alberni-Clayoquot Regional District Board of Directors amend Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan at second reading, awarding a grant-in-aid in the amount of \$2,300 in 2024 to the Tofino Community Food Society with Tofino, Ucluelet, and Area C participating as follows:*

**GL Category 127- Tax requisition- increase by \$2,300**

**GL Category 240- Grant-in-aids- increase by \$2,300**

**CARRIED**

*Second Reading of Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan, as amended was;*

**CARRIED**

**MOVED:** Director Cote

**SECONDED:** Director Beckett

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan.”*

**CARRIED**

**MOVED:** Director Cote

**SECONDED:** Director Johnsen

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1165, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan.”*

**CARRIED**

**b. Request for Decision regarding AVRA Advisory Committee – Terms of Reference Amendment**

**MOVED:** Director Cote

*SECONDED: Director Beckett*

*THAT the ACRD Board of Directors approve the amended Terms of Reference for the Alberni Valley Regional Airport Advisory Committee as presented.*

**CARRIED**

Directors Siga, Mastrangelo, Cote, Jack, Haggard, McEwen, Johnsen, Stere, Minions, Beckett voted in favour of the motion.

Directors Roth, Price, Boyko voted against the motion.

**c. Request for Decision regarding Notice on Title NOT2024-01 – 10615  
Taylor Arm Drive (Colleen Larsen, Michael Andrew & Brandi Andrew)**

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*THAT the Board of Directors register a Notice on Title to LOT 3, DISTRICT LOT 622, CLAYOQUOT LAND DISTRICT, PLAN VIP12452 as per section 57 of the Community Charter.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. RC22014, VAN DRIMMELEN, 15 SUTTON ROAD (LONG BEACH)  
Rezoning Application – Report and Bylaw P1495**

*MOVED: Director Siga*

*SECONDED: Director Cote*

*THAT the Board of Directors consider first reading of Bylaw P1495 at a future date, and that notice be given in accordance with section 467 of the Local Government Act.*

**CARRIED**

*MOVED: Director Siga*

*SECONDED: Director Cote*

*THAT the Board of Directors confirm that adoption of Bylaw P1495 is subject to:*

- a. Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal for a single-family dwelling and up to four cottages;*
- b. Letter of support from the Yuułuʔiłʔatḥ Government; and*
- c. Meeting technical referral agency requirements.*

**CARRIED**

**b. TUP23007, BUSBY, 2315 TOFINO-UCLUELET HIGHWAY (LONG BEACH)**  
Short Term Vacation Rental Temporary Use Permit Application Report

*MOVED: Director Siga*

*SECONDED: Director Cote*

*THAT the Board of Directors consider Temporary Use Permit application TUP23007 subject to the following:*

- a. Neighbourhood notification as per Local Government Act s. 494.*
- b. Completion of a health and life safety inspection by the ACRD Building Inspector*

**CARRIED**

**c. DVE24001, DHILLON, LOT B MERSEY ROAD (BEAVER CREEK)**  
Development Variance Application – Report

*MOVED: Director Roth*

*SECONDED: Director Price*

*THAT the Board of Directors consider issuing Development Variance Permit DVE24001, subject to neighbouring properties being notified as per Local Government Act s. 499. Development Variance DVE24001:*

- a. Development variance of the ACRD Zoning Bylaw, section 6.2 (4) (a) to reduce the required watercourse setback from 30.48 m (100 ft) to 15 m (49.21 ft) for a single-family dwelling and accessory buildings.*

**CARRIED**

**d. RE23011, POWER & HYGGEN, 5522 MAPLE ST. (BEAVER CREEK)**  
Rezoning Application – Report and Bylaw P1494

*MOVED: Director Roth*

*SECONDED: Director Siga*

*THAT the Board of Directors consider first reading of Bylaw P1494, 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.*

**CARRIED**

*MOVED: Director Roth*

*SECONDED: Director Siga*

*THAT the Board of Directors confirm that adoption of Bylaw P1494 is subject to:*

- a. Update site plan indicating cottages no larger than 500 square feet on the main floor as required by the RC-1 District zoning.*

- b. *Confirmation from a Registered On-Site Wastewater Practitioner that the property to be rezoned can support on-site sewage disposal.*
- c. *Confirmation that the Beaver Creek Community Water System can accommodate the proposed development.*
- d. *Confirmation from the Beaver Creek Fire Department that the proposed access is adequate for fire protection.*
- e. *Meeting all technical referral agency requirements.*

**CARRIED**

- e. **Zoning Bylaw Text and Atlas Amendments – Former Land Use Contracts (Bamfield, Long Beach, Sproat Lake, Cherry Creek)**  
Report and Bylaws P1496 and P1497

*MOVED: Director Beckett*  
*SECONDED: Director Cote*

*THAT Bylaw P1496, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Beckett*  
*SECONDED: Director Cote*

*THAT Bylaw P1497, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Beckett*  
*SECONDED: Director Cote*

*THAT the public hearing for Bylaws P1496 and P1497 be delegated to the Director for Electoral Area 'A', Electoral Area 'C', Electoral Area 'D', Electoral Area 'F', or the Chairperson of the Regional District.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. **Meeting Schedule – April 2024**
- b. **Building Report – February 2024**
- c. **Monthly Agreement & Grant Delegation Report – March 6 – March 19, 2024**
- d. **Community Climate Action Plan – A. Needham, Sustainability Planner**

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

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

**CARRIED**

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

- a. 9-1-1 Corporation – B. Beckett- discussions around budget, noted 13% increase was a concern and how other organizations impact the overall budget. Review of the 5-year budget forecast indicates a single digit increase starting next year.
- b. Vancouver Island Regional Library – P. Cote- discussions about creating a new financial committee, partnered with Powell River and Victoria Library. There will be a resolution at AVICC regarding libraries.
- c. Alberni Valley Chamber of Commerce – S. Minions/ D. Haggard- no report
- d. Air Quality Council, Port Alberni – no report
- e. Association of Vancouver Island & Coastal Communities – P. Cote- AVICC conference April 12-14. Three positions open for Directors at large.
- f. Tsawak-qin Public Advisory Group (WIWAG) – no report
- g. Other Reports- F. Boyko- comment regarding the 9-1-1 Corporation increase to be in line with inflation.

*MOVED: Director Roth*  
*SECONDED: Director Price*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

Questions/Comments from the public. The General 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).

Director Minions left the meeting at 3:17 pm



**14. IN-CAMERA**

*MOVED: Director Roth*

*SECONDED: Director Siga*

*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;*
- ii. 90 (1) (c): labour relations or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:20 pm.

The meeting was re-opened to the public at 4:36 pm.

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

**16. ADJOURN**

*MOVED: Director Stere*

*SECONDED: Director Beckett*

*THAT this meeting be adjourned at 4:36 pm.*


**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Cynthia Dick,  
General Manager of Administrative Services