



# Alberni-Clayoquot Regional District

## MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING HELD ON WEDNESDAY, MARCH 6, 2024, 1:30 PM

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

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### DIRECTORS

#### 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)  
Sharie Minions, Mayor, City of Port Alberni  
Marilyn McEwen, Mayor, District of Ucluelet  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Levana Mastrangelo, Executive Legislator, Yuułuꞵiꞵath Government

#### REGRETS:

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nation  
Tom Stere, Councillor, District of Tofino

#### STAFF PRESENT:

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  
Heather Zenner, Manager of Administrative Services  
Janice Hill, Executive Assistant  
Charlie Starratt, Regional Fire Services Manager  
Michael McGregor, Lands and Resources Coordinator

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

<https://www.acrd.bc.ca/events/6-3-2024/>

### 1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 1:34 pm.

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

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

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

**2. APPROVAL OF AGENDA**

*MOVED: Director Minions*

*SECONDED: Director Cootes*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. MINUTES**

**a. Committee-of-the-Whole Meeting held February 14, 2024**

*MOVED: Director Minions*

*SECONDED: Director Boyko*

*THAT the minutes of the Committee-of-the-Whole Meeting held on February 14, 2024 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE**

**7. REQUEST FOR DECISIONS**

**a. Request for Decision regarding Referred PIC 01 – Capital Project Manager**

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case (PIC) 01, Capital Project Manager, be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw, subject to grant funding, utilizing a contractor for the term of the grant.*

**CARRIED**

**b. Request for Decision regarding 2024-2028 Draft Financial Plan – General Government Service**

*MOVED: Director Minions*

*SECONDED: Director Sparrow*

*THAT the Committee of the Whole recommend the General Government Services proposed budget, including the Proposed Initiative Case 03 (Cyber Security), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Minions*

*SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 04 (Portable IT Equipment including equipment for ACRD Boardroom), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Minions*

*SECONDED: Director Beckett*

*THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 07 (Transportation Committee Scope), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the main motion be amended in bold as follows:*

*THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 07 (Transportation Committee Scope), **up to a maximum of \$40,000**, be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw:*

**DEFEATED**

*The main motion was*

**CARRIED**

**c. Request for Decision regarding 2024-2028 Draft Financial Plan – Region Wide Services**

*MOVED: Director Beckett*

*SECONDED: Director Minions*

*THAT the Committee of the Whole recommend the E911 Telephone System proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Boyko  
SECONDED: Director Roth*

*THAT the Committee of the Whole recommend the Regional Parks proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

*MOVED: Director Boyko  
SECONDED: Director Roth*

*THAT the Committee of the Whole recommend the Regional Planning proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.*

**CARRIED**

**d. Request for Decision regarding 2024 Grant-in-Aid Applications**

**GIA 21 – ADAPS Youth & Family Services**

*MOVED: Director Minions  
SECONDED: Director Cootes*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$8,112 in 2024 to the ADAPS with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).*

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the main motion be amended in bold as follows:*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of **\$5,000** in 2024 to the ADAPS with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).*

**DEFEATED**

*Directors Cootes, Roth, Boyko, Siga voted in favour of the motion.  
Directors Beckett, Sparrow, Minions, Haggard, Cote, Johnsen, McEwen, Mastrangelo voted against the motion.*

*The main motion was*

**CARRIED**

*Directors Sparrow, Cootes, Beckett, Minions, Haggard, McEwen, Cote, Johnsen, Mastrangelo, Siga voted in favour of the motion.  
Directors Roth and Boyko voted against the motion.*

*Director Minions left the meeting at 3:20 pm.*

**GIA 20 – Port Alberni Community Action Team**

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$2,500 in 2024 to the Port Alberni Community Action Team with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).*

**CARRIED**

**GIA 22 – PA Shelter Society**

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Port Alberni Shelter Society.*

**CARRIED**

**GIA 23 – Salvation Army – Alberni Valley**

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Salvation Army.*

**CARRIED**

*The meeting was recessed at 3:33 pm  
The meeting reconvened at 3:43 pm*

**GIA 25 – Wholesome Meals on Wheels**

*MOVED: Director Roth  
SECONDED: Director Sparrow*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$1,000 in 2024 to the Wholesome Meals on Wheels with the following areas participating: City of Port Alberni, "E" (Beaver Creek) and "F" (Cherry Creek).*

**CARRIED**

**GIA 37 – Alberni Valley Media Community Contribution Company (CCC)**

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Alberni Valley Media Community Contribution Company.*

**CARRIED**

**GIA 35 – Pacific Rim Arts Society**

*MOVED: Director Roth  
SECONDED: Director Boyko*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Pacific Rim Arts Society.*

*MOVED: Director Siga  
SECONDED: Director McEwen*

*THAT the main motion be amended in bold as follows:  
THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$1,500 in 2024 to the Pacific Rim Arts Society with the following areas participating: all Municipalities and Electoral Areas.*

**DEFEATED**

*The main motion was*

**CARRIED**

**GIA 42 – Tseshaht Canoe Family**

*MOVED: Director Boyko  
SECONDED: Director Roth*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Tseshaht Canoe Family.*

**CARRIED**

### **GIA 43 – Ucluelet and Area Historical Society**

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Ucluelet and Area Historical Society.*

*MOVED: Director Siga*

*SECONDED: Director Roth*

*THAT the main motion be amended in bold as follows:*

***THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$2,000 to the Ucluelet and Area Historical Society with the following areas participating: District of Tofino, District of Ucluelet and Electoral Area "C" (Long Beach).***

*The amended motion was*

**CARRIED**

## **8. REPORTS**

- a. 2024-2028 Draft Financial Plan Process to Date – T. Fong, Chief Financial Officer

## **9. LATE BUSINESS**

## **10. 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).

## **11. IN-CAMERA**

*MOVED: Director Beckett*

*SECONDED: Director Cootes*

*THAT the meeting be closed to the public to discuss matters relating to:*

- 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 4:14pm.

The meeting was re-opened to the public at 5:11 pm.

**12. RECOMMENDATIONS FROM IN-CAMERA**

**13. ADJOURN**

*MOVED: Director Cootes*

*SECONDED: Director Roth*

*THAT this meeting be adjourned at 5:12 pm.*

**CARRIED**

Certified Correct:

*Debbie Haggard*

Debbie Haggard,  
Vice-Chairperson

*Heather Zenner*

Heather Zenner,  
Manager of Administrative Services