



Electoral Area Directors Committee Meeting

Wednesday, April 16, 2025

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

1:30 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/16-4-2025/>

Register to participate via Zoom Webinar at: https://acrd-bc-ca.zoom.us/webinar/register/WN_VuFmrbCRRzWQt-sJ6o9mlA#/registration

	PAGE #
<p>1. <u>CALL TO ORDER</u></p> <p>Recognition of Territories.</p> <p>Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.</p> <p>Introductions - Committee Members and Staff present in the Boardroom and via Zoom.</p>	
<p>2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i></p>	
<p>3. <u>DECLARATIONS</u> <i>(conflict of interest)</i></p>	
<p>4. <u>MINUTES</u></p> <p>a. Electoral Area Directors Committee Meeting held February 20, 2025</p> <p><i>THAT the minutes of the Electoral Area Directors Committee meeting held on February 20, 2025 be adopted.</i></p>	3-6
<p>5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u></p> <p>a. Jenna Hildebrand, Project Planner, Sandy Mackay, Housing Research & Policy Lead, M'akola Development Services, Andrew Scalan-Dickie, Manager, Planning Division, Turner Drake regarding update on the</p>	7-28

ACRD Housing Needs Report (Project Update and Preliminary Data Findings).

6. CORRESPONDENCE FOR ACTION/INFORMATION

7. REQUEST FOR DECISIONS

8. REPORTS

- a. **Discussion on Planning Applications at Electoral Area Services Meetings – A. Dyer/H. Zenner**

THAT this verbal report be received.

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public:

- **Participating in Person in the Board Room**
- **Participating in the Zoom meeting**
- **Emailed to the ACRD at responses@acrd.bc.ca**

11. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON THURSDAY, FEBRUARY 20, 2025, 1:30 PM

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

DIRECTORS

Susan Roth, Director, Electoral Area "E" (Beaver Creek)

PRESENT:

Bob Beckett, Vice-Chairperson, 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)

Mike Sparrow, Chairperson, Director, Electoral Area "F" (Cherry Creek)

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Mike Irg, General Manager of Planning & Development

Cynthia Dick, General Manager of Administrative Services

Heather Zenner, Manager of Administrative Services

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/20-2-2025/>

1. CALL TO ORDER

The Manager of Administrative Services (MAS) called the meeting to order at 1:30 pm.

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

The MAS 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. ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2025

ELECTION OF CHAIRPERSON

The MAS conducted the election for Chairperson of the Electoral Area Directors Committee for 2025.

The MAS declared Director Sparrow to the position of Chairperson for the Electoral Area Directors Committee for 2025.

ELECTION OF VICE-CHAIRPERSON

The MAS conducted the election of Vice-Chairperson of the Electoral Area Directors Committee for 2025.

The MAS declared Beckett to the position of Vice-Chairperson for the Electoral Area Directors Committee for 2025.

Director Sparrow assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: Director Roth

SECONDED: Director Cote

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. MINUTES

a. Electoral Area Directors Committee Meeting held October 16, 2024

MOVED: Director Roth

SECONDED: Director Boyko

THAT the minutes of the Electoral Area Directors Committee meeting held on October 16, 2024 be adopted as amended.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Fire Services Components of Financial Plan Presentation – T. Fong

7. REQUEST FOR DECISIONS

a. Request for Decision regarding Annual Review – Electoral Area Committee Terms of Reference, 2025.

MOVED: Director Roth

SECONDED: Director Cote

THAT the Electoral Area Directors Committee re-confirm their Terms of

Reference for 2025 as presented.

CARRIED

**b. Request for Decision regarding 2025-2029 Draft Financial Plan –
Electoral Area Sub-Regional Services.**

MOVED: Director Roth

SECONDED: Director Cote

THAT the Electoral Area Directors Committee recommend the Building Inspection proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth

SECONDED: Director Boyko

THAT the Electoral Area Directors Committee recommend the Economic Development Grant-in-Aid proposed budget; with the amendment to exclude Electoral Area B- Beaufort, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

Directors Roth, Cote, Beckett, Boyko, Siga and Sparrow voted in favour of the motion.

CARRIED

MOVED: Director Cote

SECONDED: Director Roth

THAT the Electoral Area Directors Committee recommend the Management of Development – Rural Areas proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Cote

SECONDED: Director Beckett

THAT the Electoral Area Directors Committee recommend the Vancouver Island Regional Library proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

c. Request for Decision regarding Electoral Area Administration.

MOVED: Director Cote
SECONDED: Director Roth

THAT the Electoral Area Directors Committee recommend the Electoral Area Administration proposed budget, as amended, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

8. LATE BUSINESS

9. 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.

10. ADJOURN

MOVED: Director Roth
SECONDED: Director Cote

THAT this meeting be adjourned 2:40 pm.

CARRIED

Certified Correct:

Mike Sparrow,
Chairperson

Cynthia Dick,
General Manager of Administrative Services

ACRD Housing Needs Report Update

Project Update and Preliminary Data Findings

ACRD EA Directors Meeting
16 April 2025



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**



**TURNER DRAKE
& PARTNERS LTD.**



**M'AKOLA
DEVELOPMENT
SERVICES**

Agenda

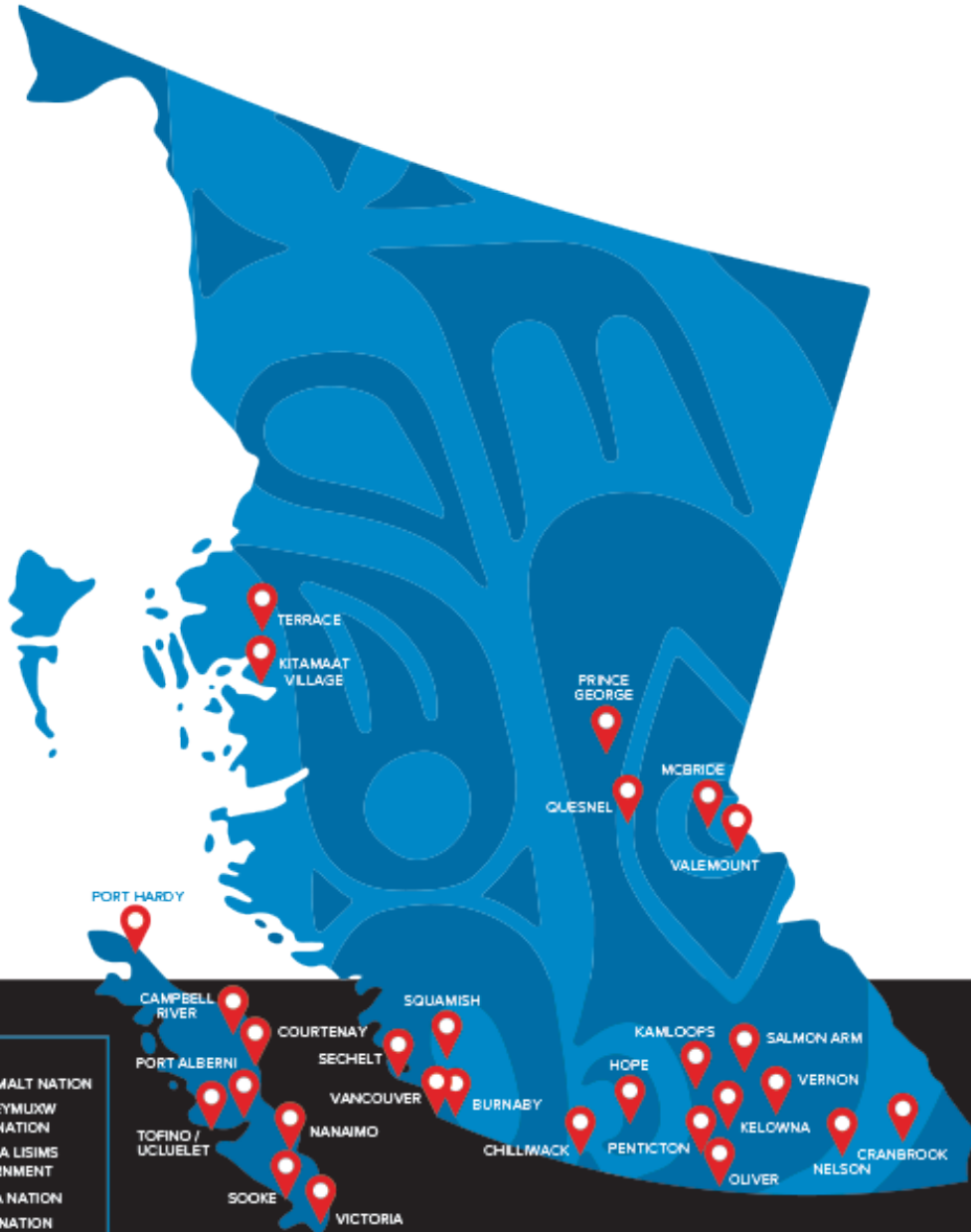
- **Introductions**
- **About the Project**
- **Initial Data Findings**
- **Questions and Discussion**



M'AKOLA DEVELOPMENT SERVICES

M'akola Development Services is a non-profit planning firm dedicated to affordable housing development, housing research, and policy development.

- Over 30 years of experience in both the market and non-market sector
- Partnerships with all levels of government, non-profit organizations, Indigenous communities, and private industry
- Indigenous Board of Directors
- Focus on researching, developing and operating housing for Indigenous families and elders

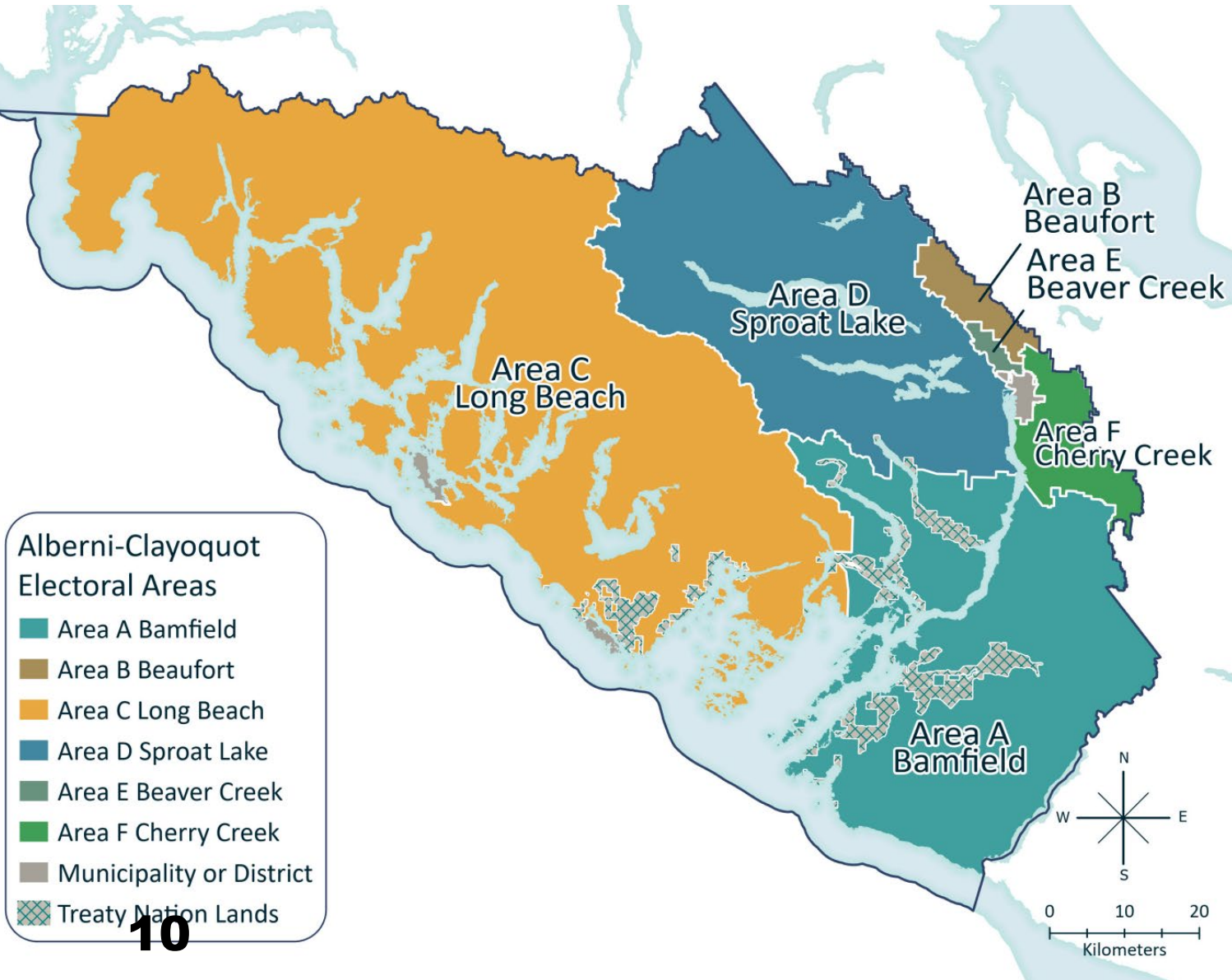


+
ESQUIMALT NATION
SNUNEYMU'XW
FIRST NATION
NISGA'A LISIMS
GOVERNMENT
HAISLA NATION
MÉTIS NATION
BRITISH COLUMBIA

AFFORDABLE HOUSING: FROM CONCEPT TO COMMUNITY

NON-PROFITS | GOVERNMENTS | FIRST NATIONS

Project Overview



Participating Electoral Areas:

- "A" Bamfield
- "B" Beaufort
- "C" Long Beach
- "D" Sproat Lake
- "E" Beaver Creek
- "F" Cherry Creek

Project Goals

1. Meet New Provincial Data Requirements

- Build upon 2021 Housing Needs Reports.
- Exceed “interim” requirements, develop “full report.”
- Comprehensive housing needs data on demography, income, costs, housing gaps, and projected need.

2. Engage with Community to Identify Gaps

- Community Survey ([active](#)) and focus groups with APCs.
- Identify gaps in data, account for rural contexts and seasonal populations.

3. Key Findings and Recommendations

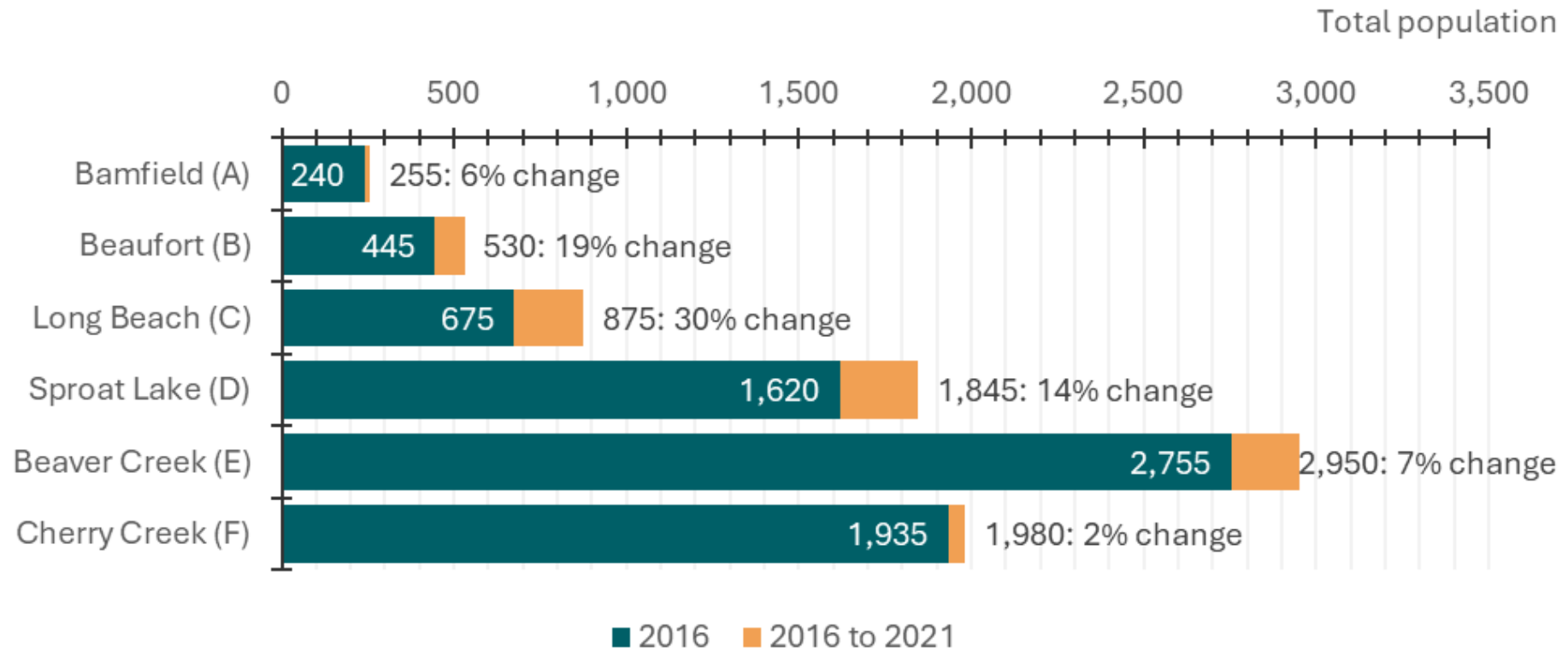
- Identify key current and projected housing issues.
- Recommend policy approaches within the scope of Regional Government.



Preliminary Data Findings

Historical Population Growth

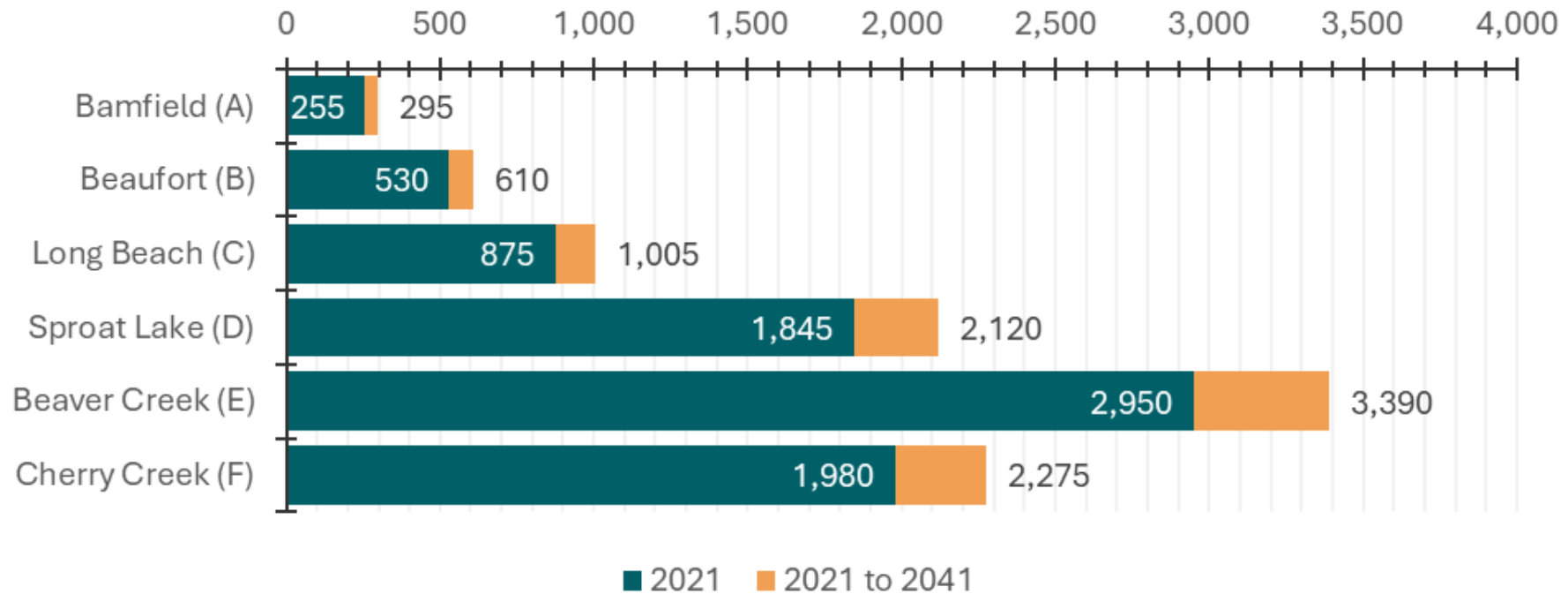
Historical population change by electoral area, 2016 to 2021



Source: Statistics Canada Census Profiles

Anticipated Population Growth

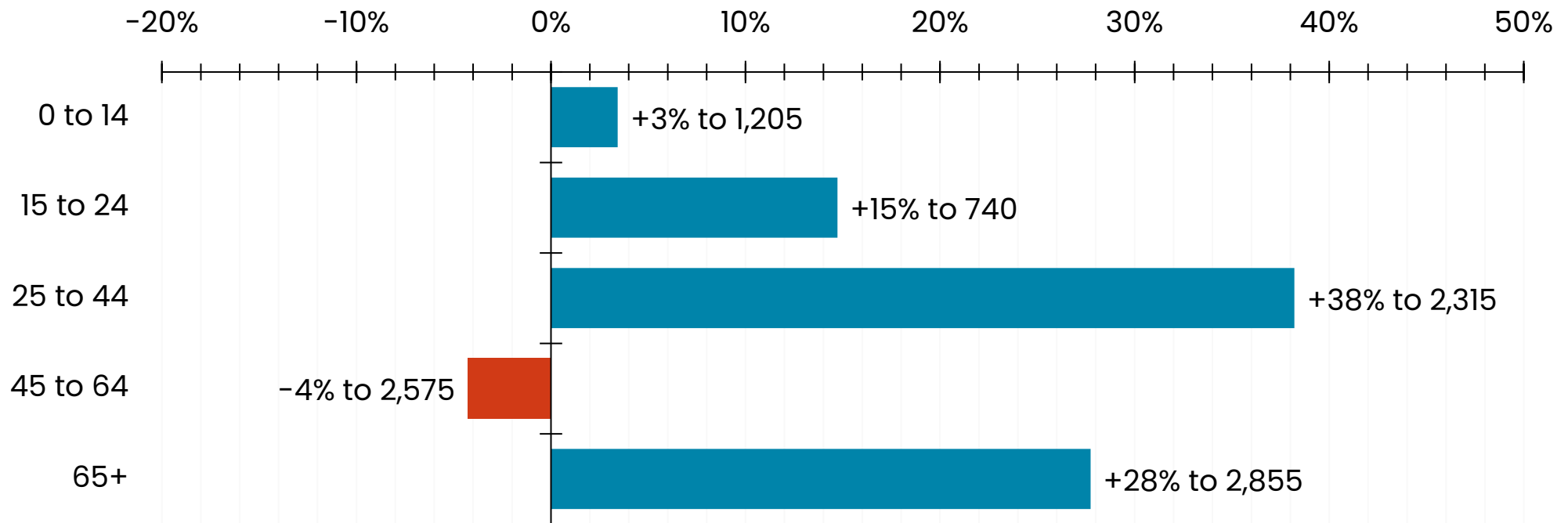
Historical population change by electoral area, 2021 to 2041



Source: derived from BC Statistics and Statistics Canada Census Profiles

Anticipated Population Growth by Age Group

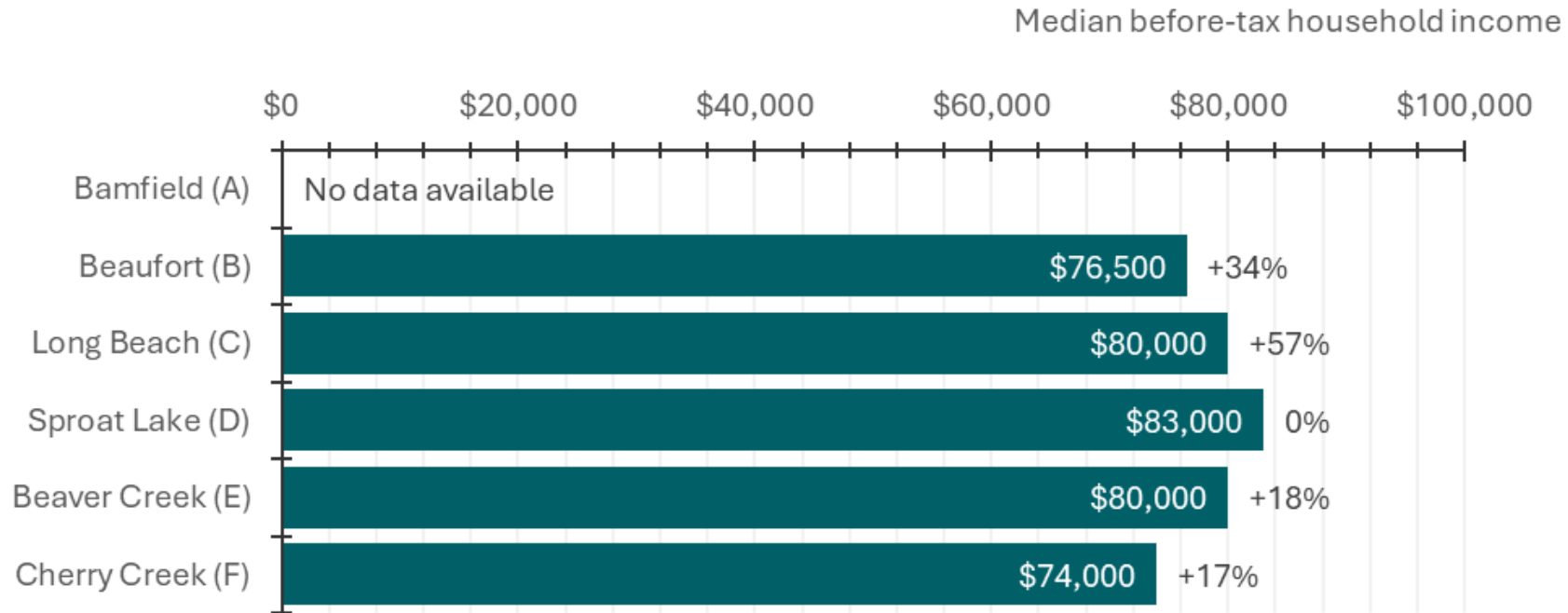
Anticipated population change by age group, all EAs



Source: derived from BC Statistics and Statistics Canada Census Profiles

Income

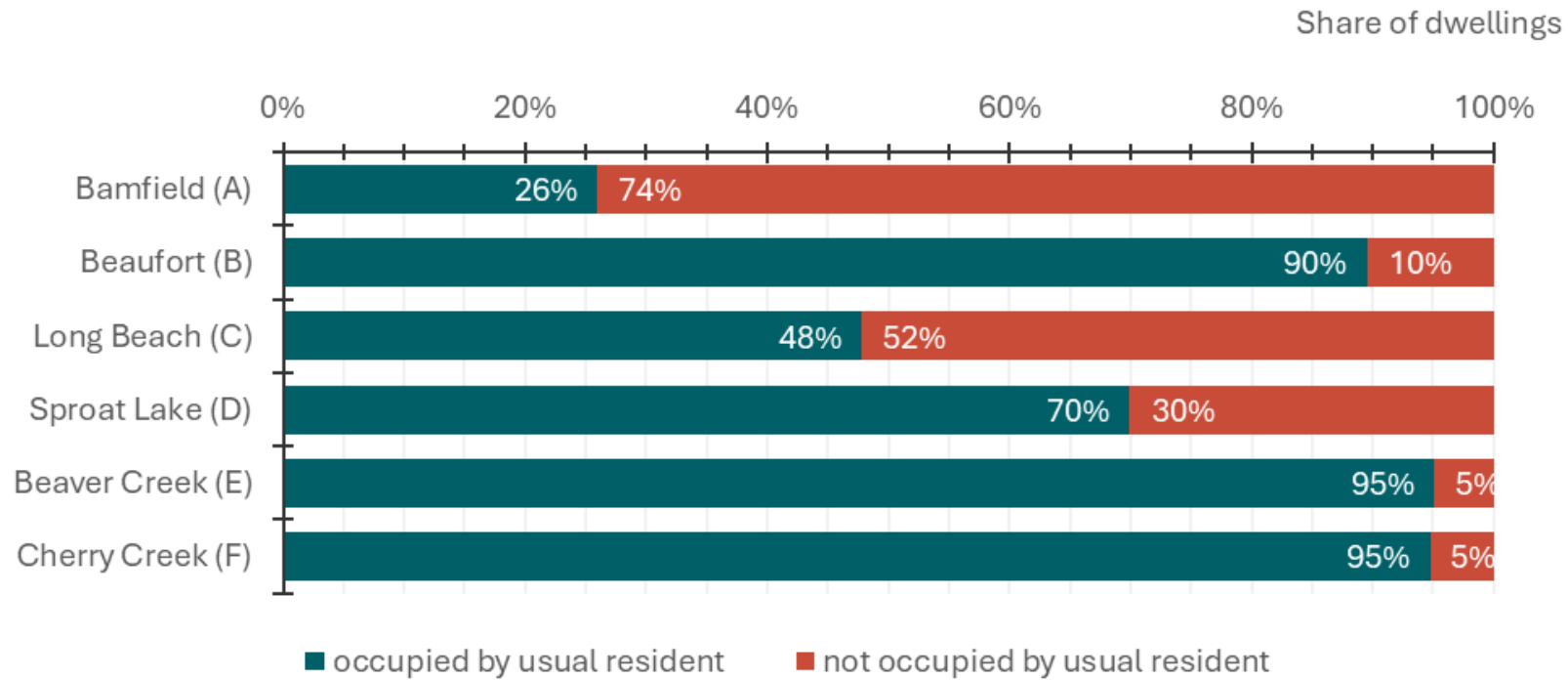
Before-tax household median income, 2021, and change from 2016 to 2021



Source: Statistics Canada Census Profiles (custom dataset purchased by provincial government)

Usual Residents

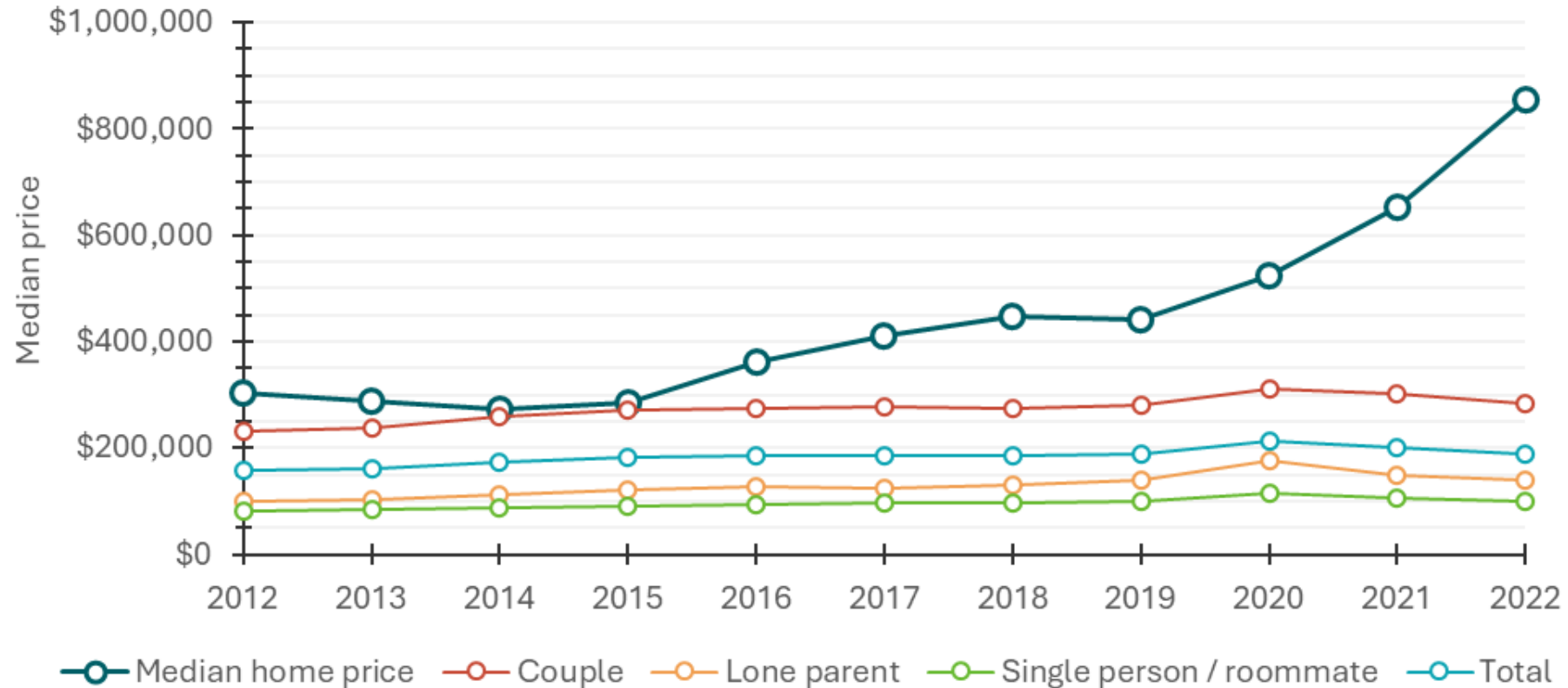
Share of usual versus non-usual occupied dwellings by electoral area, 2021



Source: Statistics Canada 2021 Census

Homeownership Attainability

Historical median dwelling price versus estimated affordable dwelling price by household family type, all EAs

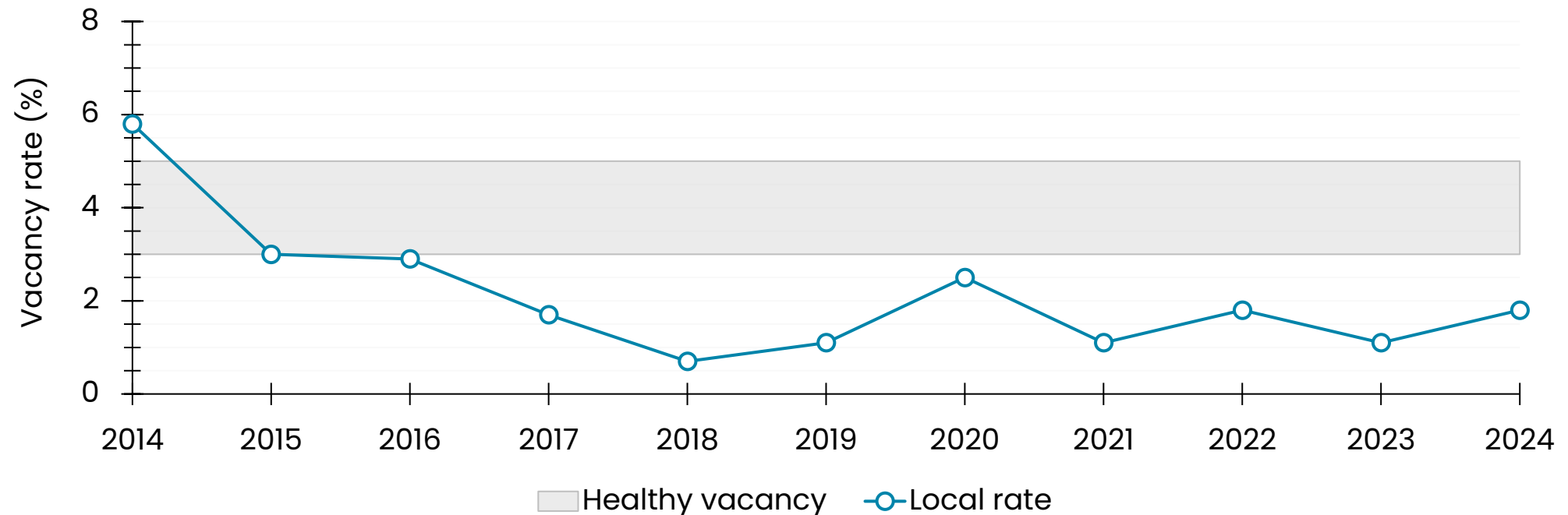


Source: derived from Statistics Canada income data, BC Assessment, and mortgage assumptions

Rental Market

No data is available outside of Port Alberni, but city trends do have an impact on adjacent communities.

Historical vacancy rate for the City of Port Alberni



Source: CMHC

Core Housing Need

Key Indicator Core Housing Need

A household is in Core Housing Need if their housing:

Needs major repairs.

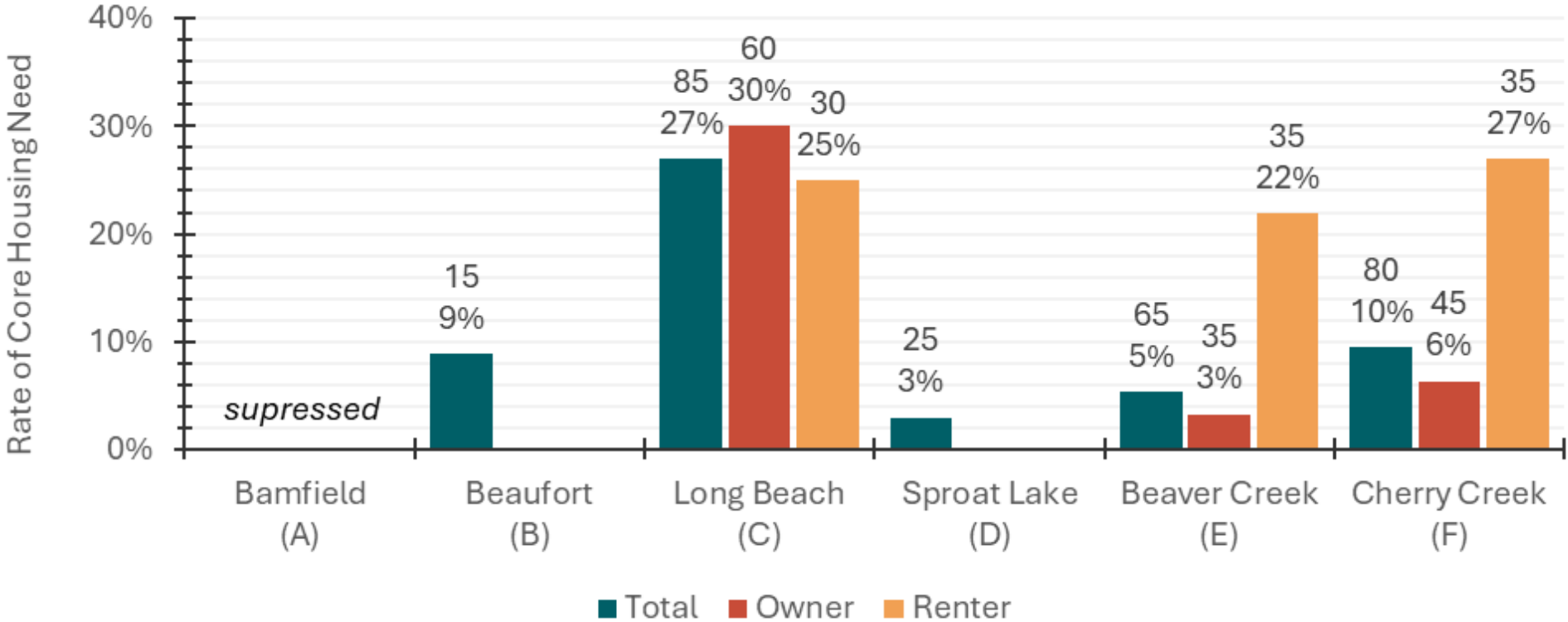
**Costs more than 30%
of total before-tax
household income.**

**Does not have enough
bedrooms for its size
and composition.
Often simplified as
overcrowded.**

and no alternatives exist in the market to meet the criteria.

Core Housing Need

Share of households experiencing a specific housing indicator by tenure, 2021



Source: BC Government purchased Custom Statistics Canada Census Tabulations

Anticipated Demand

Standardized methodology supplied by the Province that accounts for

- Current demand
- Projected demand
- Demand buffer – not enough to “meet” demand, need additional units to restore balance and improve affordability.

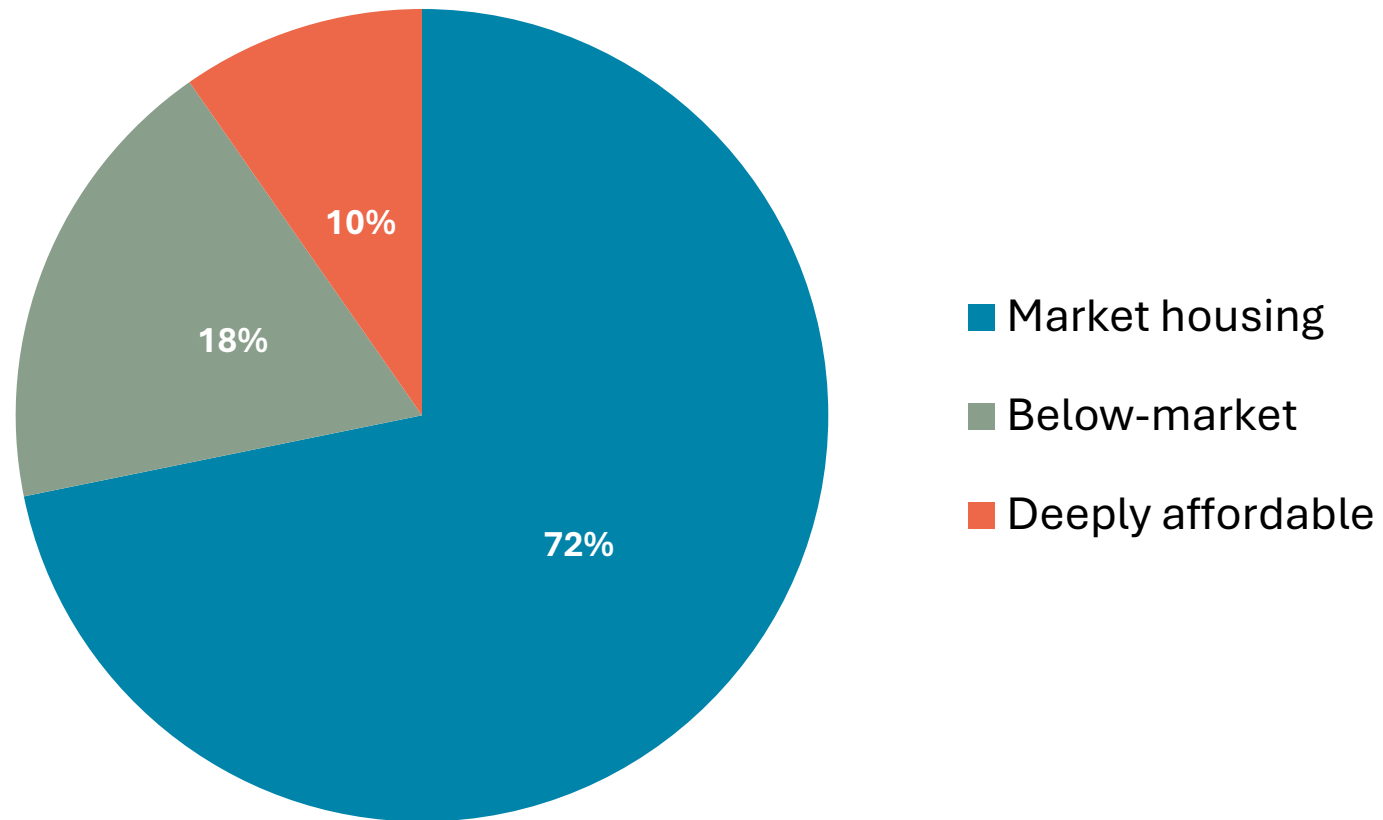
Projected Housing Demand

Anticipated housing demand by anticipated period and electoral area (in total units)

Geography	5 year (by 2026)	20 year (by 2041)
Electoral Area "A" – Bamfield	19	53
Electoral Area "B" – Beaufort	33	84
Electoral Area "C" – Long Beach	48	113
Electoral Area "D" – Sproat Lake	125	297
Electoral Area "E" – Beaver Creek	171	389
Electoral Area "F" – Cherry Creek	123	292
Total	519	1,228

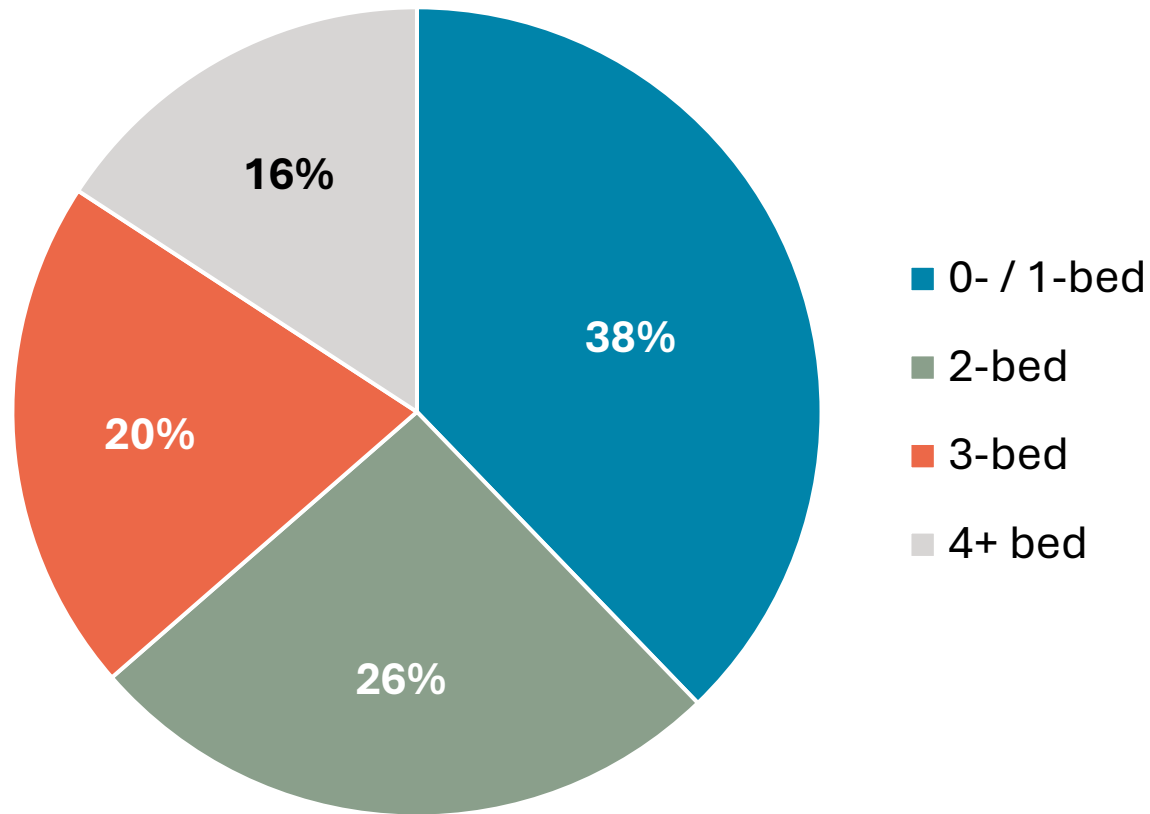
Distribution of Demand

Distribution of demand by housing price model, 2021 to 2041, all electoral areas



Distribution of Demand

Distribution of demand by bedroom type, 2021 to 2041, all electoral areas



Next Steps

1. Additional Focus Groups

- Bamfield and Long Beach Complete
- Four additional focus groups with APCs in coming weeks

2. Survey Close and Analysis

- Survey Closing May 2nd
- Please forward to interested residents!
- Available via [ACRD Let's Connect](#)

3. Final Report Synthesis

- Key Findings and Recommendations
- Full Data for Individual Electoral Areas and Complete EA Regional Report
- Presented to Board in Summer 2025



Questions?

Thank you!

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Jenna Hildebrand

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**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**



**TURNER DRAKE
& PARTNERS LTD.**



**MAKOLA
DEVELOPMENT
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