



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 9, 2025, 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)  
Todd Patola, Councillor, City of Port Alberni  
Tom Stere, Councillor, District of Tofino  
Marilyn McEwen, Mayor, District of Ucluelet  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government

#### REGRETS:

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations  
Sharie Minions, Mayor, City of Port Alberni

#### STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Cynthia Dick, General Manager of Administrative Services  
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/9-4-2025/>

### 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 Cote*  
*SECONDED: Director Sparrow*

*THAT the agenda be approved as amended with the following items:*

*9.1(c) Late Submission for RF24015, Rezoning application for 6088 Cottam Road.*  
*8.b amendments to 2024 Audited Financial Statements.*

**CARRIED**

Director McEwen joined the meeting at 1:34 pm.

## **3. DECLARATIONS**

## **4. ADOPTION OF MINUTES**

### **a. Board of Directors Meeting – March 26, 2025**

*MOVED: Director Sparrow*  
*SECONDED: Director Cootes*

*THAT the minutes of the Board of Directors meeting held on March 26, 2025 be adopted.*

**CARRIED**

### **b. Parcel Tax Review Panel Meeting – February 26, 2025**

*MOVED: Director Sparrow*  
*SECONDED: Director Patola*

*THAT the minutes of the Parcel Tax Review Panel meeting held on February 26, 2025 be adopted.*

**CARRIED**

## **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Lenora Lee, Lead Audit Engagement Partner and Cameron Rice-Gural, Senior Manager, KPMG presenting 2024 ACRD Audit Findings Report**
- b. Marcie DeWitt, Coordinator, Alberni-Clayoquot Health Network (ACHN) presenting a summary of ACHN activities for 2023-2024**
- c. Marc Hunter, Member of Public, requesting letter of support for electricity project at Great Central Lake Dam**

## 6. CORRESPONDENCE FOR ACTION

### a. **REQUEST FOR LETTER OF SUPPORT**

Alberni District Fall Fair Association request for a letter of support for their application to the Province of British Columbia's Ministry of Tourism's Destination Events Program Grant.

*MOVED: Director Cote*  
*SECONDED: Director Patola*

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Alberni District Fall Fair Association supporting their application to the Province of British Columbia' Ministry of Tourism New Destination Events Program Grant.*

**CARRIED**

### b. **REQUEST FOR LETTER OF SUPPORT**

Alberni Valley Hospice Society request for a letter of support for their application to the Provincial Gaming Grant stating their services extend beyond the limits of the City of Port Alberni and include the Alberni-Clayoquot Regional District.

*MOVED: Director Roth*  
*SECONDED: Director Stere*

*THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter to the Alberni Valley Hospice Society confirming that their services extend to residents within the Alberni-Clayoquot Regional District specifically including residents in the Alberni Valley including Beaver Creek, Beaufort, Cherry Creek, Bamfield and Sproat Lake outside of the boundaries of the City of Port Alberni, while also supporting their grant application to the Province of British Columbia's Gaming Grant program.*

**CARRIED**

### c. **REQUEST FOR LETTER OF SUPPORT**

Huu-ay-aht First Nations request for a letter of support for their application to the Government of Canada's Active Transport Grant to build a new pedestrian bridge, enhanced trails, and extra public washrooms at the new ballfield and campground in Anacla.

*MOVED: Director Beckett*  
*SECONDED: Director Cootes*

*THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support to Huu-ay-aht First Nations for their application to the Government of Canada's Active Transport Grant.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **VANCOUVER ISLAND REGIONAL LIBRARY**  
Response to Director Boyko's Verbal Report at the February 26<sup>th</sup> ACRD Board of Directors Meeting
- b. **VILLAGE OF DAAJING GIIDS**  
Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores
- c. **WEST COAST AQUATIC**  
2025 Somass Estuary Action Plan
- d. **LEGISLATIVE ASSEMBLY OF BRITISH COLUMBIA**  
Provincial Budget 2026 Consultation

*MOVED: Director Cootes*

*SECONDED: Director Siga*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Island Rail Corridor Consulting Services Contract Amendment.**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve amending the Island Rail Corridor Consulting Services contract with HDR Inc. to include a track and bridge condition assessment of Port Alberni Subdivisions in the amount of \$61,800 (excluding GST) and authorize the CAO to negotiate and execute the contract amendment on behalf of the Regional District.*

**CARRIED**

- b. **Request for Decision regarding Alberni-Clayoquot Regional District (ACRD) Financial Statements**

*MOVED: Director Roth*

*SECONDED: Director Cootes*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2024 Audited Financial Statements for the ACRD as amended.*

**CARRIED**

**c. Request for Decision regarding grant funding application with UBCM  
2025 Program, Next Generation 911.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant funding application to UBCM for the application-based funding program, Next Generation 911 for up to \$75,000 to purchase equipment for the region's volunteer fire departments.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS**

**a. TUP24009, WENSTOB, HOOK BAY, ALBERNI INLET (BAMFIELD)**  
Temporary Use Permit – Report and Bylaw

*MOVED: Director Beckett*  
*SECONDED: Director Roth*

*THAT Bylaw P1520, Regional District of Alberni-Clayoquot Temporary Use Permit Bylaw be adopted.*

**CARRIED**

**b. RE24012, PLETTI & CHORNEY, 6320 & 6326 BEAVER CREEK ROAD (BEAVER CREEK)**  
Rezoning Application – Report and Bylaw

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

*THAT Bylaw P1519, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.*

**CARRIED**

**c. RF24015, BENNETT, 6088 COTTAM ROAD (CHERRY CREEK)**  
Rezoning Application – Report and Bylaw

*MOVED: Director Sparrow*  
*SECONDED: Director Siga*

*THAT P1524, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be deferred for a month and direct staff to work with the applicant to address concerns.*

**CARRIED**

## 10. REPORTS

### 10.1 STAFF REPORTS

#### a. **CoNEXT Climate Preparedness Hub Summary**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Board of Directors receives the staff report for information.*

**CARRIED**

### 10.2 AREA REPORTS

(ALL/UNWEIGHTED)

- a. Electoral Area "A" (Bamfield) – B. Beckett. A Celebration of Life will be held on Sunday April 20, 2025 in Bamfield for Bob Bayden (former alternate director). Louis Druehl editor of New Bamfielder will be retiring and hoping another community member will continue this monthly newsletter.
- b. Electoral Area "B" (Beaufort) – F. Boyko. Held a successful Town Hall meeting recently, everyone is out spring planting. One local concern is that there is a lot of fuel down in the forest leftover from the bomb cyclone in November which may cause an issue for wildfire season.
- c. Electoral Area "C" (Long Beach) – V. Siga. Expressed appreciation for ACRD staff related to the Official Community Plan and the upcoming Millstream meeting.
- d. Electoral Area "D" (Sproat Lake) – P. Cote. Sproat Lake Community Association held their Annual General Meeting on March 31, 2025 with over 100 people attending and was a successful meeting. Expressed appreciation for ACRD staff attending the meeting.
- e. Electoral Area "E" (Beaver Creek) – S. Roth. Have had a recent issue with dangerous dog in the area.
- f. Electoral Area "F" (Cherry Creek) – M. Sparrow. Sight line improvements occurred at the corner of Maebelle Road and Alberni highway courtesy of the Ministry of Transportation and Transit. Recently attended the Cherry Creek Waterworks District Board meeting. They will be holding their Annual General Meeting on June 4<sup>th</sup> and will be holding a referendum on June 14, 2025.
- g. City of Port Alberni – T. Patola/D. Haggard. City announced that they have signed an agreement with Mathews West to develop the Somass Lands property. Public consultation will start soon on this multiyear project.
- h. District of Tofino – T. Stere. At the last Tofino Council meeting, they voted to opt out of Bill 35 (Principle Residency Requirement). Vancouver Island Regional Library and the District of Tofino have signed a Memorandum of Understanding

for a new library in Tofino (on 2 municipal lots) and are looking to incorporate housing in this new project. Will be attending AVICC this weekend with Mayor Law.

- i. District of Ucluelet – M. McEwen. Will be attending AVICC this weekend. Ucluelet will be holding a by-election up June 28, 2025 to fill vacant seat on council.
- j. Huu-ay-aht First Nations – J. Jack. No report.
- k. Toquaht Nation – K. Johnsen. Recently held a People’s Assembly. Annual budget and strategic plan are approved and in operation. Next People’s Assembly will be held in June in person. Lodge is now open allowing Toquaht citizens the opportunity to come visit.
- l. Uchucklesaht Tribe Government – M. Cootes. Recently held a People’s Assembly at end of March. Budget and audit have been approved. Expanding services for members.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo. Expanding education department. Director of Education in community beginning May 1, 2025. Changed the Structure and Administration Act, allowing for personnel changes. Moving towards changes in zoning applications and economic development.

### **10.3 OTHER REPORTS**

Director Cote reminded the Board about the upcoming AVICC convention. Main sessions will be online, elections for executive will be online.

*MOVED: Director Cote*

*SECONDED: Director Cootes*

*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 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).

**14. RECESS**

*MOVED: Director Cootes*  
*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 3:10 pm.

**15. RECONVENE**

The meeting was reconvened at 3:17 pm.

**16. IN-CAMERA**

*MOVED: Director Haggard*  
*SECONDED: Director Cootes*

*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.*

**CARRIED**

The meeting was closed to the public at 3:18 pm.

The meeting was re-opened to the public at 3:48 pm.

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

**18. ADJOURN**

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

*THAT this meeting be adjourned at 3:49 pm.*

**CARRIED**

Certified Correct:

*Debbie Haggard*

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Debbie Haggard,  
Vice-Chairperson

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Cynthia Dick,  
General Manager of Administrative Services