



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 12, 2025, 1:30 PM

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

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)
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
Tom Stere, Councillor, District of Tofino
Moriah Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Levana Mastrangelo, Executive Legislator, Yuułu?if?ath Government

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
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/12-2-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:31 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 Roth
SECONDED: Director Sparrow

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – January 29, 2025

MOVED: Director Cote
SECONDED: Director Roth

THAT the minutes of the Board of Directors meeting held on January 29, 2025, be adopted.

CARRIED

b. Alberni Valley Regional Airport Advisory Committee Meeting – January 30, 2025

MOVED: Director Cootes
SECONDED: Director Cote

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on January 30, 2025, be received.

CARRIED

MOVED: Director Cote
SECONDED: Director Cootes

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on January 30, 2025, be amended noting that Director Penny Cote was elected Vice-Chairperson.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ross Curtis, Acting Chairperson, Sproat Lake Property Owners Association (SLPOA) introducing the association to the ACRD Board.

6. CORRESPONDENCE FOR ACTION

- a. **2025 LOCAL GOVERNMENT LEADERSHIP ACADEMY**
Registration is open for the 2025 LGLA Leadership Forum will be held March 12-14, 2025, in Richmond, BC.

7. CORRESPONDENCE FOR INFORMATION

- a. **BC HOUSING**
Neighbourhood update – proposing to build 55-units of supportive housing at 3027 and 3037 2nd Avenue with the support of the City of Port Alberni
- b. **CANADIAN UNION OF POSTAL WORKERS**
Industrial Inquiry Commission Reviewing Canada Post
- c. **PACIFIC SALMON FOUNDATION**
Marine Science Program Update
- d. **BC NATURE - FEDERATION OF BC NATURALISTS**
Municipal Protected Areas Project Webinar
- e. **REGIONAL DISTRICT CENTRAL KOOTENAY**
Cooperative Community Wildfire Response Program
- f. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
- Notification of an engagement opportunity for the Draft Salmon Aquaculture Transition Plan
 - Welcoming newest member – Bowen Island Municipality
- g. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Invite to “Reforming the *Local Government Act*: A Roadmap” webinar

MOVED: Director Roth

SECONDED: Director Cootes

THAT the Board of Directors provide a letter to the Canadian Union of Postal Workers to highlight the importance of mail delivery service in the rural communities in the Alberni-Clayoquot region.

CARRIED

MOVED: Director Roth

SECONDED: Director Sparrow

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding BC Water Meter Pilot Project Grant Application – ACRD water meter implementation and betterment for water services.**

MOVED: Director Roth
SECONDED: Director Siga

THAT the Alberni-Clayoquot Regional District Board of Directors support the grant application to the British Columbia Water Meter Pilot Project for the ACRD Water Meter Installation and Replacement Project and direct staff, if successful, to commit the ACRD to the completion of this infrastructure project by March 31, 2027.

CARRIED

b. Request for Decision regarding Bylaw A1092, Beaver Creek Water Advisory Committee Bylaw Repeal, 2025.

MOVED: Director Roth
SECONDED: Director Siga

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1092, Beaver Creek Water Advisory Committee Bylaw Repeal, 2025.

CARRIED

MOVED: Director Roth
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1092, Beaver Creek Water Advisory Committee Bylaw Repeal, 2025.

CARRIED

MOVED: Director Roth
SECONDED: Director Siga

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1092, Beaver Creek Water Advisory Committee Bylaw Repeal, 2025.

CARRIED

MOVED: Director Roth
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1092, Beaver Creek Water Advisory Committee Bylaw Repeal, 2025.

CARRIED

c. Request for Decision regarding AV Regional Airport Advisory Committee Terms of Reference Amendment.

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the amended Alberni Valley Regional Airport Advisory Committee Terms of Reference to add an additional Alberni Valley Director for a total of two Alberni Valley Directors.

CARRIED

*MOVED: Director Cote
SECONDED: Director Haggard*

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mike Sparrow to the Alberni Valley Regional Airport Advisory Committee.

TABLED

*MOVED: Director Jack
SECONDED: Director Cootes*

THAT the Alberni-Clayoquot Regional District Board of Directors table the above motion until after agenda item 8.e.

CARRIED

d. Request for Decision regarding Strathcona Regional District Natural Resources Committee Terms of Reference.

*MOVED: Director Haggard
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Strathcona Regional District's Natural Resources Committee Terms of Reference.

CARRIED

e. Request for Decision regarding Emergency Communication & Public Notification Plan.

*MOVED: Director Roth
SECONDED: Director Siga*

THAT the Alberni-Clayoquot Regional District Board of Directors award the Alberni-Emergency Communication & Public Notification Plan contract to Adriane Brown Group Inc. in the amount of \$60,700.00 (excluding GST) and authorize the CAO to negotiate and execute the contract on behalf of the ACRD.

CARRIED

*MOVED: Director Cote
SECONDED: Director Haggard*

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mike Sparrow to the Alberni Valley Regional Airport Advisory Committee.

CARRIED

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Alberni-Clayoquot Regional District Board of Directors amend the Alberni Valley Regional Airport Advisory Committee Terms of Reference to add an additional Alberni Valley Director for a total of three Alberni Valley Directors.

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

DEFEATED

The meeting was recessed at 2:55 pm.

The meeting was reconvened at 3:01 pm.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS

- a. **RE24012, Pletti & Chorney, 6320 Beaver Creek Road**
Rezoning – Report and Bylaw

*MOVED: Director Roth
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors consider first reading of Bylaw P1519, 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 Sparrow*

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that adoption of Bylaw P1519 is subject to:

- a. *Confirmation from a Registered Onsite Wastewater Practitioner that the parcel can accommodate onsite sewage disposal to a 0.24 ha minimum lot size and that the existing systems meet current regulations.*

b. Meeting all technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. ACRD Procedure Bylaw Review – Project Plan

MOVED: Director Roth

SECONDED: Director Cootes

THAT the Board of Directors receives the staff report.

CARRIED

10.2 AREA REPORTS

(ALL/UNWEIGHTED)

- a. Electoral Area “A” (Bamfield) – B. Beckett. Acknowledged that it has been tough getting in and out of Bamfield due to snow and cold weather.
- b. Electoral Area “B” (Beaufort) – F. Boyko. The next Town Hall meeting will be held on March 2nd at the Beaver Creek Hall.
- c. Electoral Area “C” (Long Beach) – V. Siga. No report.
- d. Electoral Area “D” (Sproat Lake) – P. Cote. Shout out to Director Beckett who will be travelling to Ukraine. Sproat Lake Newsletter will be sent out shortly. February 24th meeting for Board. Conducting a community Water Test on March 24th. Philippine Mars left on Sunday. Had a volunteer appreciation event Advisory Planning Commission, Parks Commission, Community Association, Broom Busters, Fire Department. Mosaic tour coming up on February 21st to view Sproat Lake area.
- e. Electoral Area “E” (Beaver Creek) – S. Roth. March 2nd Town Hall meeting at 2pm on Beaver Creek Community Hall to discuss budgets.
- f. Electoral Area “F” (Cherry Creek) – M. Sparrow. ACRD budget meeting at Cherry Creek Hall on Thursday February 27th (starts at 6pm, presentation at 6:30pm). Cherry Creek Waterboard conversion investigation has been put on hold as of January 15th.
- g. City of Port Alberni – S. Minions. Working to complete budget, looking forward to ACRD staff coming to council board meeting next week. Tom Verbrugge has been brought on council after the by-election. Concerned about the tax base and concerns about San Group and outstanding funds owed to the City.
- h. District of Tofino – T. Stere. In budget discussions, looking forward to ACRD staff coming on February 25th.
- i. District of Ucluelet – M. McEwen. Gave three readings to budget yesterday. Looking forward to West Coast Committee meeting next week in Ucluelet.

- j. Huu-ay-aht First Nations – J. Jack. Working on budget. Concerned about the forest industry in the Alberni Valley and beyond.
- k. Toquaht Nation – K. Johnsen. Working on budget. Have hired four new staff members, busy onboarding members. Updating strategic plan, with Q&A session with citizens on Thursday.
- l. Uchucklesaht Tribe Government – M. Cootes. Also working on budget, will be presenting budget on February 18th to the legislative assembly, then to the people’s assembly.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo. Also working on budget. Currently onboarding a new Director of Operations, Kristen Brown. Also hiring for a Director of Education.

MOVED: Director Cootes

SECONDED: Director Roth

THAT the Board of Directors receive the Area Reports.

CARRIED

10.3 OTHER REPORTS

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

Questions/Comments from the public. The Manager of Administrative Services read out an emailed question from K. Briggs related to the financial cost of the proposed ACRD office building and a Zoom question from M. Lesosky related to Alberni Valley Regional Airport committee appointments.

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

14. RECESS

MOVED: Director Roth

SECONDED: Director Cootes

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

CARRIED

The meeting was recessed at 3:24 pm.

15. RECONVENE

The meeting was reconvened at 3:46 pm.

16. IN-CAMERA

MOVED: Director Jack
SECONDED: Director Haggard

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 (2) (b): the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED

The meeting was closed to the public at 3:47 pm.

The meeting was re-opened to the public at 4:07 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolution passed at the in-camera portion of the Board of Directors meeting and is reported out in open meeting:

THAT the ACRD Board of Directors appoint Christy Arsenault, James Warm, and Brad Jasken to the Beaver Creek Water Advisory Committee.

18. ADJOURN

THAT this meeting be adjourned at 4:07 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Heather Zenner,
Manager of Administrative Services