



# 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

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### **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](mailto: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*

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Mike Sparrow,  
Chairperson

*Cynthia Dick*

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Cynthia Dick,  
General Manager of Administrative Services