



# Alberni-Clayoquot Regional District

## MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING

HELD ON WEDNESDAY, JANUARY 15, 2025, 10:00 am

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

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### **DIRECTORS**

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nation

### **PRESENT:**

Todd Patola, Councillor, City of Port Alberni (Alternate)

Cindy Solda, Councillor, City of Port Alberni (Alternate)

Bob Beckett, Director, Electoral Area "A" (Bamfield)

Jack McLeman, Alternate 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)

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, Yuuʷuʷiʷiʷaʷ Government

### **REGRETS:**

Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni

Sharie Minions, Mayor, City of Port Alberni

Fred Boyko, Director, Electoral Area "B" (Beaufort)

### **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

Karen Freethy, Protective Services Manager

Michael McGregor, Lands and Resources Coordinator

Mark Fortune, Airport Manager

Charlie Starratt, Regional Fire Services Manager

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

<https://www.acrd.bc.ca/events/15-1-2025/>

## **1. CALL TO ORDER**

The Chairperson called the meeting to order at 10:02am.

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

**2. APPROVAL OF AGENDA**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

Director Patola entered the meeting at 10:05 am.

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. MINUTES**

**a. Committee-of-the-Whole Meeting held December 11, 2024**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the minutes of the Committee-of-the-Whole Meeting held on December 11, 2024 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE**

**7. REQUEST FOR DECISIONS**

**a. Request for Decision regarding proposed Initiative Cases (PIC's)**

*MOVED: Director Roth*

*SECONDED: Director McLeman*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 01, ACRD-Owned Building Energy Audits, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director McLeman*  
*SECONDED: Director Roth*

*THAT the Committee of the Whole direct staff to exclude Proposed Initiative Case 02, Economic Development Service Establishment, in the 2025-2029 Draft ACRD Financial Plan.*

**DEFEATED**

*MOVED: Director Patola*  
*SECONDED: Director Solda*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 02, Economic Development Services Establishment, in the 2025-2029 Financial Plan.*

**CARRIED**

Directors Stere, Patola, Cootes, Sparrow, Cote, Solda, Jack, Johnsen, Mastrangelo, McEwen, Beckett voted in favor of the motion.  
Directors McLeman, Roth, Siga voted against the motion.

*MOVED: Director McLeman*  
*SECONDED: Director Roth*

*That the Committee of the Whole direct staff to delay Proposed Initiative Case 03, Records Management Assessment to 2026.*

**DEFEATED**

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

*THAT the Committee of the Whole direct staff to delay Proposed Initiative Case 03, Records Management Assessment to 2026, unless a grant can be accessed to pay for 50% of the cost.*

**DEFEATED**

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

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 03, Records Management Assessment, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Stere*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 04, part-time Human Resource Manager, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director Roth*

*SECONDED: Director McLeman*

*THAT the Committee of the Whole direct staff to exclude Proposed Initiative Case 05, Proposed Service – Fire Training Center, in the 2025-2029 Draft ACRD Financial Plan.*

**DEFEATED**

*MOVED: Director Beckett*

*SECONDED: Director Stere*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 05, Proposed Service – Fire Training Center, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 06, Woodstove Exchange Program – ACRD Led, in the 2025-2029 Draft ACRD Financial Plan with increased advertising.*

**CARRIED**

*MOVED: Director McLeman*

*SECONDED: Director Roth*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 07, Zoning Bylaw 15 Agriculture Updates, in the 2025-2029 Draft ACRD Financial Plan.*

**DEFEATED**

Directors McLeman and Roth voted in favour of the motion.

Directors Stere, Patola, Cootes, Sparrow, Cote, Solda, Jack, Johnsen, Mastrangelo, Beckett, McEwen, Siga voted against the motion.

*MOVED: Director Patola*

*SECONDED: Director Solda*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 08, Outdoor Burning Smoke Control Regulation, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director Patola*  
*SECONDED: Director Cootes*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 09, Alberni Valley Aquatics Facility Referendum October 2026, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

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

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 9A and \$75,000 in the 2025-2029 Draft ACRD Financial Plan for a feasibility study renovating Echo Pool.*

**CARRIED**

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

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 10, Starlink Network Development for Emergency Purposes, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*MOVED: Director Patola*  
*SECONDED: Director Solda*

*THAT the Committee of the Whole direct staff to explore funding opportunities pursuant to proposed initiative case 10, expanding the case to include all participants in emergency operation centre and emergency services response activities with regards to expanding the Starlink Network Development, known as Proposed Initiative Case 10A, in the 2025 to 2029 financial plan.*

**CARRIED**

*MOVED: Director Stere*  
*SECONDED: Director McEwen*

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 11, Long Beach Airport Approach Lighting Design for Runway 11/29, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

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

*THAT the Committee of the Whole direct staff to not include Proposed Initiative Case 12, West Coast Emergency Coordination Service Establishment, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Stere  
SECONDED: Director Roth

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 13, Support for West Coast Multiplex Society, in the 2026 Draft ACRD Financial Plan.*

**DEFEATED**

MOVED: Director Stere  
SECONDED: Director McEwen

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 13, Support for West Coast Multiplex Society, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

*The meeting was recessed at 12:10 pm.  
The meeting was reconvened at 12:23 pm.*

MOVED: Director Beckett  
SECONDED: Director Roth

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 14, Bamfield Community Park Grappler Inlet Dock Upgrades, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Beckett  
SECONDED: Director Stere

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 15, Bamfield Tsunami Sirens Replacement, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director McEwen  
SECONDED: Director Siga

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 16, South Long Beach Fire Protection Installation of Fire Hydrant, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Roth  
SECONDED: Director McLeman

*THAT the Committee of the Whole direct staff to delay Proposed Initiative Case 17, Animal Control - Investigation of region wide service, until the 2026 Proposed Case Initiative discussion.*

**DEFEATED**

MOVED: Director Sparrow  
SECONDED: Director Solda

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 17, Animal Control - Investigation of region wide service, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Stere

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 18, Sproat Lake Dickson Park Catwalk, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Stere

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 19, Sproat Lake Fire Department Purchase of a Snow Blade, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Roth  
SECONDED: Director Solda

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 20, Beaver Creek Fire Department Truck #51 Upgrade, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Sparrow  
SECONDED: Director Roth

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 21, Cherry Creek Maplehurst Park Access Upgrade Project, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Solda

*THAT the Committee of the Whole direct staff to include Proposed Initiative Case 21A for Great Central Lake Boat Launch, in the 2025-2029 Draft ACRD Financial Plan.*

**CARRIED**

**8. REPORTS**

**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: Cootes  
SECONDED: Sparrow

*THAT the meeting be closed to the public as per the Community Charter, sections:*

- 90 (1) (c) Labour relations or other employee relations;*
- 90 (1) (d) The security of the property of the regional district;*
- 90 (1) (e) The acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district;*
- 90 (1) (k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public.*

**CARRIED**

The meeting was closed to the public at 1:01 pm.

The meeting was re-opened to the public at 1:25 pm.

**12. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA**

The following resolutions passed at the in-camera portion of the Committee of the Whole meeting were reported out in open meeting:

*THAT the Committee-of-the-Whole direct staff to include Proposed Initiative Case 22, Cyber Security, in the 2025-2029 Draft ACRD Financial Plan.*

*THAT the Committee-of-the-Whole direct staff to include Proposed Initiative Case 23, Employee Fitness in the amount of \$250/year, in the 2025-2029 Draft ACRD Financial Plan.*

*THAT the Committee-of-the-Whole direct staff to include Proposed Initiative Case 24, Support for Albemni Valley Drag Racing Association, in the 2025-2029 Draft ACRD Financial Plan.*

**13. ADJOURN**

*MOVED: Director Roth*

*SECONDED: Director Sparrow*

*THAT this meeting be adjourned at 1:26 pm.*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Heather Zenner,  
Manager of Administrative Services