



Alberni-Clayoquot Regional District

MINUTES OF THE PERSONNEL COMMITTEE HELD ON THURSDAY, JUNE 5, 11:00 AM

Zoom

- DIRECTORS** Sharie Minions, Mayor, City of Port Alberni
- PRESENT:** Penny Cote, Director, Electoral Area “D” (Sproat Lake)
Marilyn McEwen, Mayor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
- REGRETS:** John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer
Cynthia Dick, General Manager of Administrative Services
Shane Koren, Manager of Financial Services
Stephanie Waters, Procurement Coordinator
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/5-6-2025/>

1. **CALL TO ORDER**

The General Manager of Administrative Services (GMAS) called the meeting to order at 11:03 am.

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

The GMAS reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Director Cote was appointed as Chairperson for this meeting and resumed as Chair.

2. **APPROVAL OF AGENDA**

MOVED: Director Stere

SECONDED: Director Minions

THAT the agenda be approved as circulated.

CARRIED

3. **DECLARATIONS**

4. 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 the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

5. IN CAMERA

MOVED: Director Cote

SECONDED: Director Minions

Motion to close the meeting to the public as per the Community Charter, section(s):

- i. 90 (1) (j): information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*

Freedom of Information and Protection of Privacy Act, sections:

- ii. 21 (1): The head of a public body must refuse to disclose to an applicant information (b) that is supplied, implicitly or explicitly, in confidence, and (c) the disclosure of which could reasonably be expected to (i) harm significantly the competitive position or interfere significantly with the negotiating position of the third party (iii) result in undue financial loss or gain to any person or organization*

CARRIED

6. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

MOVED: Director McEwen

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Personnel Committee recommend that the ACRD Board of Directors award the Exempt Staff Compensation Review contract to White and Gale Consulting in the amount of \$23,010.00 (excluding GST).

CARRIED

7. ADJOURN

MOVED: Director Minions

SECONDED: Director McEwen

THAT this meeting be adjourned at 11:20 am.

CARRIED

Certified Correct:

Penny Cote

Penny Cote,
Chairperson

Cynthia Dick

Cynthia Dick,
General Manager of Administrative Services