



# Alberni-Clayoquot Regional District

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

HELD ON WEDNESDAY, MARCH 12, 2025, 10:00 AM

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

---

### DIRECTORS

#### PRESENT:

Cindy Solda, Alternate Director, Councillor, City of Port Alberni  
Bob Schmidt, Alternate Director, Electoral Area "A" (Bamfield)  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Rene Lacoursiere, Alternate 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  
Tom Stere, Councillor, District of Tofino  
Kirsten Johnsen, Member of Council, Toquaht Nation

#### REGRETS:

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nation  
Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Marilyn McEwen, Mayor, District of Ucluelet  
Levana Mastrangelo, Executive Legislator, Yuułu?iŋ?ath Government  
Moriah Cootes, Councillor, Uchucklesaht Tribe Government

#### STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer  
Alex Dyer, Planning Manager  
Jenny Brunn, General Manager of Community Services  
Cynthia Dick, General Manager of Administrative Services  
Heather Zenner, Manager of Administrative Services  
Janice Hill, Executive Assistant  
Jodie Frank, Acting Solid Waste Manager

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

<https://www.acrd.bc.ca/events/12-3-2025/>

### 1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 10:00 am.

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

The CAO 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.

**APPOINTMENT OF CHAIRPERSON**

*MOVED: Director Lacoursiere*

*SECONDED: Director Solda*

*THAT Director Sparrow be appointed as the chairperson for the March 12, 2025 Committee of the Whole meeting.*

**CARRIED**

Director Sparrow assumed as Chairperson.

**2. APPROVAL OF AGENDA**

*MOVED: Director Solda*

*SECONDED: Director Lacoursiere*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. MINUTES**

**a. Committee-of-the-Whole Meeting held March 5, 2025**

*MOVED: Director Solda*

*SECONDED: Director Lacoursiere*

*THAT the minutes of the Committee-of-the-Whole Meeting held on March 5, 2025 be adopted.*

**CARRIED**

**5. REQUEST FOR DECISIONS**

**a. Request for Decision regarding Solid Waste Management Plan (SWMP) Engagement Update and Next Steps.**

*MOVED: Director Stere*

*SECONDED: Director Siga*

*THAT the Committee of the Whole receive the Phase 2: Public Engagement Summary document for information.*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Siga*

*THAT the Committee of the Whole recommend that the Alberni-Clayoquot Regional District Board of Directors approve the revised timeline for development of the Solid Waste Management Plan to accommodate additional actions as identified in this report.*

**CARRIED**

## **6. REPORTS**

### **a. ACRD Procedure Bylaw Review – Presentation (H. Zenner)**

Director Stere left the meeting at 11:30 am

## **7. LATE BUSINESS**

*(requires 2/3 majority vote)*

## **8. 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).

## **9. ADJOURN**

*MOVED: Director Solda*

*SECONDED: Director Siga*

*THAT this meeting be adjourned at 11:54 am.*

**CARRIED**

Certified Correct:

*Mike Sparrow*

---

Mike Sparrow,  
Chairperson

*Cynthia Dick*

---

Cynthia Dick,  
General Manager of Administrative Services