



Personnel Committee Meeting
Monday, February 2, 2026
Zoom – 4:30 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/1-2026/?Wk=6>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_DENBnEQpRhim82uym-CgmA#/registration

PAGE #

1. **CALL TO ORDER**

Recognition of Territories.

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

Introductions – Directors and Staff present via Zoom.

2. **APPROVAL OF AGENDA**

(motion to approve, including late items required ALL VOTE 2/3 majority vote)

3. **DECLARATIONS**

(conflict of interest)

4. **MINUTES**

a. **Personnel Committee Meeting – October 6, 2025**

3-5

THAT the minutes of the Personnel Committee meeting held on October 6, 2025, be adopted.

5. **QUESTION PERIOD**

Questions/Comments from the public:

- Participating in the Zoom meeting
- Emailed to the ACRD at responses@acrd.bc.ca

6. **IN CAMERA**

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

i. 90 (1) (c): labour relations or other employee relations;

7. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

8. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE PERSONNEL COMMITTEE HELD ON MONDAY, OCTOBER 6, 2025, 4:15 PM

Zoom

DIRECTORS

PRESENT:

Sharie Minions, Mayor, City of Port Alberni
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

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

<https://www.acrd.bc.ca/events/6-10-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 4:19 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 - Committee Members and Staff present via Zoom.

2. APPROVAL OF AGENDA

MOVED: Director Cote

SECONDED: Director Stere

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. **Personnel Committee Meeting held July 24, 2025**

MOVED: Director Stere
SECONDED: Director Cote

THAT the minutes of the Personnel Committee Meeting held on July 24, 2025 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

7. REQUEST FOR DECISIONS

8. REPORTS

9. LATE BUSINESS

(requires 2/3 majority vote)

10. 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.

11. IN-CAMERA

MOVED: Director McEwen
SECONDED: Director Stere

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

- 90 (1) (c): labour relations or other employee relations;*
- 91 (2) (a): If all or part of a meeting is closed to the public, the board may allow a person other than regional district officers and employees to attend, in the case of a meeting that must be closed under section 90 (2), if the board considers this necessary and the person*
 - (i) already has knowledge of the confidential information,*

CARRIED

ADJOURN

MOVED: Director McEwen
SECONDED: Director Cote

THAT this meeting be adjourned at 5:07pm.

CARRIED

Certified Correct:

Marilyn McEwen,
Chairperson

Cynthia Dick,
General Manager of Administrative Services