



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 8, 2026, 1:30 PM

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

DIRECTORS

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

PRESENT:

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

Bob Schmitt, 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)

Susan Roth, Director, Electoral Area "E" (Beaver Creek)

Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)

Sharie Minions, Mayor, City of Port Alberni

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, Yuułu?if?ath Government

REGRETS:

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

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Alex Dyer, 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

Shane Koren, Acting Chief Financial Officer

Janice Hill, Executive Assistant

Tanya Carothers, Solid Waste Manager

Jaleen Rousseau, Planning Manager

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

<https://www.acrd.bc.ca/events/8-4-2026/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 pm.

The Chairperson recognized this meeting is being held throughout the Nuuchah-nulth territories.

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

Introductions - Board Members and Staff present in the Boardroom and via Zoom.

2. APPROVAL OF AGENDA

The Motion was MOVED and SECONDED

THAT the agenda be approved as amended to add late agenda item 11(a) update to the Alberni-Clayoquot Regional District Financial Statements - 2025, and late agenda item 12.1 (b) RD25005, Warren, 10203 Woodslee Loop, letter of correspondence.

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. INVITED PRESENTATIONS

- a. **Lenora Lee, Lead Audit Engagement Partner and Cameron Rice-Gural, Senior Manager, KPMG, Presentation of 2025 audit findings for ACRD**

Director Cootes entered the meeting at 1:48 pm.

5. DELEGATIONS (10 minute maximum)

- a. **Michelle Hall, Campaign and Donor Relations Lead, Clayoquot Biosphere Trust, Grant-in-Aid application**

6. CONSENT AGENDA

- a. **Board of Directors Meeting – March 25, 2026**

The Motion was MOVED and SECONDED

THAT items a on the consent agenda be adopted.

CARRIED UNANIMOUSLY

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC INPUT PERIOD

9. CORRESPONDENCE FOR INFORMATION

- a. **COMOX VALLEY REGIONAL DISTRICT**

Letter regarding the Adoption of Comox Valley Regional Growth Strategy Minor Amendment Bylaw

b. ISLAND COASTAL ECONOMIC TRUST

- Email regarding Recommendations for Co-Governance of the Island Coastal Economic Trust
- Email regarding News from the Coast

The Motion was MOVED and SECONDED

THAT the Board of Directors receive items a-b for information.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE FOR ACTION

11. REQUEST FOR DECISION REPORTS

a. Request for Decision regarding the Alberni-Clayoquot Regional District Financial Statements — 2025

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2025 Audited Financial Statements for the ACRD as presented.

CARRIED UNANIMOUSLY

b. Request for Decision regarding Agricultural Advisory Committee Terms of Reference Amendment — City of Port Alberni Agricultural Land Reserve Applications

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors request that the City of Port Alberni refer all Agricultural Land Commission applications in the region to the ACRD Agricultural Advisory Committee for input.

CARRIED UNANIMOUSLY

12. PLANNING MATTERS

12.1 ELECTORAL AREA DIRECTORS

**a. DVD25012, BRAIDEN, 8467 BOTHWELL RD (SPROAT LAKE)
Development Variance Permit – Report and Permit**

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuing development variance permit DVD25012 subject to neighbour notification as per Local Government Act s. 499.

CARRIED UNANIMOUSLY

- b. **RD25005, WARREN, 10203 WOODSLEE LOOP (SPROAT LAKE)**
Rezoning – Bylaw and Memorandum

The Motion was MOVED and SECONDED

THAT Bylaw P1536, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a first, second and third time.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT Bylaw P1537, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first, second and third time.

CARRIED UNANIMOUSLY

- c. **TUP25018, HOILES/MCGRAIL, 8790 STIRLING ARM DR (SPROAT LAKE)**
Temporary Use Permit – Report and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP25018 subject to neighbourhood notification as per Local Government Act s.494.

CARRIED UNANIMOUSLY

- d. **TUP25017, ELMORE, 9195 FABER RD (SPROAT LAKE)**
Temporary Use Permit – Report and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP25017 subject to neighbourhood notification as per Local Government Act s.494.

CARRIED UNANIMOUSLY

13. REPORTS

13.1 STAFF REPORTS

13.3 MEMBER REPORTS (ALL/UNWEIGHTED)

- a) Electoral Area 'E' Beaver Creek- **S. Roth** - Provincial government is receiving input until April 10th on the Provincial budget consultation.
- b) Electoral Area 'D' Sproat Lake- **P. Cote**- Had a meeting with MLA Osborne on April 8th and discussed the following topics: Tofino General Hospital, Complex Care Facility, Emergency Routes from the Alberni Valley, housing needs assessments, legislative reform, and inclusive governance. Recently met with Sproat Lake Advisory Planning Commission related to the re-write of the Official Community Plan.
- c) Electoral Area 'B' Beaufort- **F. Boyko** - Beaufort is doing well with the OCP process through the Beaufort Advisory Planning Commission. There will be another OCP meeting in May, and a townhall meeting in June.
- d) Huu-ay-aht First Nations- **J. Jack**- Huu-ay-aht will be holding a by-election in the near future.

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Member Reports.

CARRIED UNANIMOUSLY

14. OTHER BUSINESS (including Late Items)

15. QUESTION PERIOD

16. IN-CAMERA

The Motion was MOVED and SECONDED

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

- i. 90 (1) (a): Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality

CARRIED UNANIMOUSLY

The meeting was closed to the public at 2:37 pm.

The meeting was re-opened to the public at 2:48 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolution passed at the in-camera portion of the January 28, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors grant permission to issue a letter of support for Coulson Aviation's application to the "Launch the North: Accelerating Canada's Sovereign Access to Space" program.

The following resolution passed at the in-camera portion of the March 11, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors appoints member-at-large Roberta Jensen, and previous Directors John McNabb and Stefan Ochman to the 2026 Board Remuneration Committee.

The following resolution passed at the in-camera portion of the April 8, 2026 Board of Director meeting and is now reported out in open meeting:

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Janessa Dornstauder to a three (3) year term on the ACRD Board of Variance.

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the above in-camera resolutions.

CARRIED UNANIMOUSLY

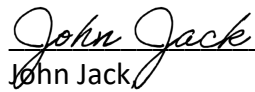
18. ADJOURN

The Motion was MOVED and SECONDED

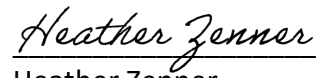
THAT this meeting be adjourned at 2:50 pm.

CARRIED UNANIMOUSLY

Certified Correct:



John Jack,
Chairperson



Heather Zenner,
Manager of Administrative Service