



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 25, 2026, 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

Debbie Haggard, Chairperson, Councillor, City of Port Alberni

PRESENT:

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

Bob Beckett, 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

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, Yuułuʔiłʔatḥ Government

REGRETS:

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Alex Dyer, General Manager of Planning & Development

Heather Zenner, Manager of Administrative Services

Janice Hill, Executive Assistant

Tanya Carothers, Solid Waste Manager

Mike Irg, Special Projects Director

Jaleen Rousseau, Planning Manager

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/25-2-2026/7774/?catid=0>

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 Nuuchahnulth territories.

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

Introductions – Directors and Staff present in the Boardroom and via Zoom.

2. APPROVAL OF AGENDA

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the agenda be approved as amended to add the following late items:

*10.1(a) TUP22007R, 2660 Tofino-Ucluelet Highway (Long Beach) – Neighbour Letter, and
16 In-Camera, additional reason to go In-Camera as per Community Charter 90(1)(a).*

CARRIED

3. PUBLIC CONSULTATION – 2026-2030 ACRD FINANCIAL PLAN

- a. Presentation – T. Fong, Chief Financial Officer
Draft 2026-2030 Alberni-Clayoquot Regional District & Hospital District
Financial Plan.
- b. Public Input and Questions – No public input or questions were
received.

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – February 11, 2026

MOVED: Director Roth

SECONDED: Director Siga

*THAT the minutes of the Board of Directors meeting held on February 11, 2026, be
adopted.*

CARRIED

- b. **Accessibility Committee Meeting – February 10, 2026**
- c. **Committee-of-the-Whole Meeting – February 12, 2026**
- d. **Agriculture Development Meeting – February 17, 2026**
- e. **Sproat Lake APC Meeting – February 17, 2026**
- f. **West Coast Committee Meeting – February 18, 2026**
- g. **Alberni Valley & Bamfield Area Services Meeting – February 19, 2026**
- h. **Electoral Area Directors Committee Meeting – February 19, 2026**

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the Board of Directors receive meeting minutes b-h.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Fred Kramer, Lynn Machacek, Colleen Dane, HDR, Alberni Valley Rail Corridor Study – Final Report**
- b. **Michael Moore, Operations Manager, Alberni Valley Makerspace Society, requesting permission to expand existing lease space**

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR LETTER OF SUPPORT**
Alberni District Fall Fair Association, requesting a letter of support for grant application to the Province of British Columbia’s Ministry of Tourism Destination Events Program Grant.

MOVED: Director Roth

SECONDED: Director Lacoursiere

THAT the Board of Directors provides a letter of support to the Alberni District Fall Fair Association regarding their grant application to the Tourism Destination Events Program

CARRIED

MOVED: Director Sparrow

SECONDED: Director Siga

- b. *That the Board of Directors direct staff to work with Makerspace in their application to expand their leased area and support their expansion efforts.*

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND HEALTH**
Letter response regarding Occupational Therapy in the Port Alberni Region
- b. **MINISTRY OF HEALTH**
Response to ACRD Board of Directors Letter re: Farm to School BC
- c. **LESLIE WALERIUS**
Letter regarding Campus of Care Team
- d. **MIKE LESOSKY**
Log Train Trail Email
- e. **TIMBERLINE SENIOR LIVING**
Petition regarding Regional Transit

MOVED: Director Roth
SECONDED: Director Siga

THAT the Board of Directors receives items a-e for information.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Alberni Valley Rail Corridor Study - Final Report

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors receive the Alberni Valley Rail Corridor Study - Final Report.

CARRIED

b. Request for Decision regarding ACRD Procedure Bylaw A1093 - Adoption

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Regional District of Alberni-Clayoquot Procedure Bylaw No. A1093, 2026.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Regional District of Alberni-Clayoquot Procedure Bylaw No. A1093, 2026.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Regional District of Alberni-Clayoquot Procedure Bylaw No. A1093, 2026.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Regional District of Alberni-Clayoquot Procedure Bylaw No. A1093, 2026.

CARRIED

c. Request for Decision regarding Sproat Lake Marine Patrol Partnership with Alberni Valley Enhancement Society – Community Participation Funding Program Application.

MOVED: Director Roth

SECONDED: Director Boyko

THAT the Alberni-Clayoquot Regional District Board of Directors approve partnering with the Alberni Valley Enhancement Society to submit an application to the Community Participation Funding Program and authorize the ACRD to receive grant-funded contributions from the AVES to support engagement, consultation, and data-collection activities associated with the Sproat Lake Marine Patrol.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS

a. TUP22007R, KIMOLA/KAIKKONEN/COWLAND/BARIL-DIONNE, 2660 TOFINO-UCLUELET HIGHWAY (LONG BEACH)

Temporary Use Permit – Memorandum and Permit

MOVED: Director Siga

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors issue Temporary Use Permit TUP22007R.

CARRIED

b. RD25005, WARREN, 10203 WOODSLEE LOOP (SPROAT LAKE)

Rezoning Application – Report and Bylaws

MOVED: Director Lacoursiere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors consider first reading to Bylaws P1536 and P1537 at a future date, and that notice be given in accordance with Section 467 of the Local Government Act.

CARRIED

MOVED: Director Lacoursiere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that adoption of Bylaws P1536 and P1537 is subject to:

- a. Confirmation from the Sproat Lake Fire Department that access, and fire safety measures are in place to provide adequate fire protection to the site.*
- b. Meeting all technical referral agency requirements*

CARRIED

c. TUP25013, DON SAYWELL DEVELOPMENTS LTD, 10411 MARINA VISTA DRIVE (SPROAT LAKE)

Temporary Use Permit– Report and Permit

MOVED: Director Lacoursiere

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors consider Temporary Use Permit Application TUP25013 subject to the following:

- Neighbourhood notification as per Local Government Act s.494.*

CARRIED

d. DVD26001, DEBRUYNE & REHILL, 10170 KYUNIM ROAD (SPROAT LAKE)

Development Variance Permit – Report

MOVED: Director Lacoursiere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuance of Development Variance Permit No. DVD26001 to vary Section 6.5.1.e to increase the maximum allowable height of an accessory structure in an RA1 zone from 12 ft (3.65 m) to 17 ft (5.18 m), subject to completion of public notification in accordance with S. 499 of the Local Government Act.

CARRIED

e. MISC25003, 1257819 BC LTD, 10412 LAKESHORE ROAD (SPROAT LAKE)

Covenant Amendment – Report

MOVED: Director Lacoursiere

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct a public meeting to be held to gather input on the amendment of Restrictive Covenants FB194074 and FB194076 to allow for the proposed development of up to eleven (11) dwelling units,

each with a maximum floor area of 2,000 square feet, on the property located at 10412 Lakeshore Road.

CARRIED

*MOVED: Director Lacoursiere
SECONDED: Director Sparrow*

THAT the public meeting be delegated to the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional District.

CARRIED

*MOVED: Director Roth
SECONDED: Director Siga*

That the Sproat Lake Fire Department confirm that access and fire safety measures are in place to provide adequate fire protection to the site.

CARRIED

**f. RF24008, TILLEY'S PLUMBING AND HEATING, 450 FRANKLIN RIVER ROAD
(CHERRY CREEK)
Rezoning Application – Report and Bylaws**

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT Bylaw P1533, Cherry Creek Official Community Plan Amendment Bylaw, be read a first time.

CARRIED

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT Bylaw P1534, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw, be read a first time.

CARRIED

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT Bylaw P1535, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

CARRIED

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT the public hearing for Bylaws P1533, P1534, and P1535 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District.

CARRIED

MOVED: Director Sparrow

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that adoption of Bylaws P1533, P1534, and P1535 are subject to:

- a. The property owners agreeing to the registration of a Restrictive Covenant that would limit the industrial uses within the Light Industrial (M2B) District to offices and workshops for enterprises within the Construction Industry, closed storage and warehousing, open storage, motor vehicle and commercial truck repair, and the wholesale and retail sale of sand and gravel.*
- b. Confirmation from a Registered On-site Wastewater Practitioner (ROWP) that the property can support onsite sewage disposal to accommodate the proposed uses in the M2B District and the proposed full build-out of the campground in the Mixed Accommodation Commercial (MAC) District.*
- c. Confirmation of support from the Ministry of Transportation and Transit for the access to the industrial uses on the north side and campground uses on the south side, and the issuance of a Commercial Access Permit.*
- d. Confirmation of support from Island Health for the operation of a private water system to service the campground in compliance with the requirements of the Drinking Water Protection Act and Regulations.*
- e. Remediation of any land on the property used for the storage of debris and construction waste.*
- f. Including the property within the Cherry Creek Official Community Plan (OCP) Development Permit Area III –Objectives for Form and Character.*
- g. Meeting all other technical referral agency requirements.*

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – March 2026**
- b. Building Report – January 2026**
- c. Monthly Agreement & Grant Delegation Report – January 2026**

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the Board of Directors receives the Staff Reports a-c

CARRIED

10.2 COMMITTEE REPORTS

- a. **Bamfield Area Services Committee Meeting – February 24, 2026 (verbal)
– B. Beckett**

Director Beckett advised that the Bamfield Area Services Committee supported an increase to the Bamfield Water Service Rates, which will be coming to the Board for consideration.

MOVED: Director Roth

SECONDED: Director Siga

THAT this verbal report be received.

CARRIED

10.3 MEMBER REPORTS

(ALL/UNWEIGHTED)

- a. 9-1-1 Corporation – B. Beckett. No report.
- b. Vancouver Island Regional Library – R. Lacoursiere. New executive on Board including Penny Cote and Ali Sawyer from Tofino.
- c. Alberni Valley Chamber of Commerce – S. Minions/F. Boyko. No report.
- d. Tsawak-qin Public Advisory Group – M. Sparrow. They have an operational goal of 20,000 – 30,000 m³/month. Received a presentation on stumpage and waste. Discussed fiber recovery and encouraging less waste by bringing waste into the pulp mill. Tough year for forest industry.
- e. Other Reports

MOVED: Director Roth

SECONDED: Director Siga

THAT the Board of Directors receive the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

- a. **Notice of motion to discuss Lease Expansion at Alberni Valley Regional Airport
– Director Boyko**

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate the additional lease expansion of 84,637 ft² at the Alberni Valley Regional Airport where no lease exists and provide options to the Board that are equitable and

fair to all leaseholders, and to the taxpayers that own the Aerodrome, including options such as a separate lease, backdated to when construction began on this additional area.

12. LATE BUSINESS

13. QUESTION PERIOD

Questions/Comments from the public. The Manager of Administration 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.

14. RECESS

MOVED: Director Roth

SECONDED: Director Sparrow

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 3:35 pm.

15. RECONVENE

The meeting was reconvened at 3:44 pm.

16. IN-CAMERA

MOVED: Director Haggard

SECONDED: Director Roth

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.*
- ii. 90 (1) (c): labour relations or other employee relations;*
- iii. 90 (1) (e): the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

CARRIED

The meeting was closed to the public at 3:45 pm.

The meeting was re-opened to the public at 5:16 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

18. ADJOURN

MOVED: Director Sparrow

SECONDED: Director Roth

THAT this meeting be adjourned at 5:16 pm.

CARRIED

Certified Correct:

Debbie Haggard

Debbie Haggard,
Chairperson

Heather Zenner

Heather Zenner,
Manager of Administrative Services