



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 11, 1:30 PM

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

---

### DIRECTORS

#### PRESENT:

Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni  
Bob Beckett, 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:

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

#### STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer  
Teri Fong, Chief Financial Officer  
Alex Dyer, General Manager of Planning and Development  
Cynthia Dick, General Manager of Administrative Services  
Janice Hill, Executive Assistant  
Tanya Carothers, Solid Waste Manager  
Karen Freethy, Protective Services Manager  
Mike Kobus, Beaver Creek Volunteer Fire Department Fire Chief  
Jaleen Rousseau, Planning Manager

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

<https://www.acrd.bc.ca/events/11-2-2026/7767/?catid=0>

### 1. CALL TO ORDER

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

The Chairperson conducted a moment of silence recognizing the tragic events that occurred in Tumbler Ridge.

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 - Board Members 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 late item 6.d Notice for Highway 4 Closure February 25, 2026.*

**CARRIED**

Director Mastrangelo joined the meeting at 1:36 pm

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – January 28, 2026**

*MOVED: Director Roth*

*SECONDED: Director Beckett*

*THAT the minutes of the Board of Directors meeting held on January 28, 2026, be adopted.*

**CARRIED**

**b. Committee-of-the-Whole Meeting – January 28, 2026**

**c. Personnel Committee Meeting – February 2, 2026**

*MOVED: Director Cote*

*SECONDED: Director Roth*

*THAT the Board of Directors receive meeting minutes b-c.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. **Dr. Charmaine Enns, Medical Health Officer, Island Health, Dr. Nick Davey, Air Quality Meteorologist Ministry of Environment & Parks, Dr. Sarah Henderson, Scientific Director of Environmental Health, BC Centre for Disease Control, Co-Presenting on the effects of wildfire smoke on air quality, with a focus on**

**recent wildfires within or close to the Alberni-Clayoquot Regional District and emergency preparedness**

Director Minions joined the meeting at 1:39 pm.

- b. **Jimmie Hodgson, Vice President Sustainability and Chief Forester, Colin Koszman, Manager Community Relations, Mosaic Forest Management, Mosaic General Update**

**6. CORRESPONDENCE FOR INFORMATION**

- a. **PACIFIC RIM SCHOOL DISTRICT**  
Request for Regional District Involvement – Replacement of Alberni District Secondary School Turf Field
- b. **ISLAND COASTAL ECONOMIC TRUST**  
News from the Coast
- c. **SHARY STEVENS**  
Related to proposed name changes requested by Tla-o-qui-aht First Nations
- d. **MINISTRY OF TRANSPORTATION AND TRANSIT**  
Notice of Highway 4 Closure- February 25, 2026

*MOVED: Director Haggard*

*SECONDED: Director Boyko*

*THAT the Alberni-Clayoquot Regional District Board of Directors send a letter to the Pacific Rim School District Board of Trustees with an invitation to attend a future Board of Directors meeting to appear as a delegation to discuss the service area considerations, potential partnership models, and how this project may align with Regional District priorities regarding Turf Field.*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

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

**CARRIED**

**7. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Beaver Creek Volunteer Fire Department Feasibility Study**

*MOVED: Director Roth*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Beaver Creek Volunteer Fire Department Feasibility Study contract to Waymark Architecture in the amount of \$79,430.00 (excluding GST).*

**CARRIED**

**b. Request for Decision regarding Solid Waste Recycling and Reduction Education, Outreach, and Engagement Consultant**

*MOVED: Director Stere*

*SECONDED: Director Siga*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Solid Waste Recycling and Reduction Education, Outreach, and Engagement Consultant contract to Let's Talk Trash in the amount of \$87,800.00 (excluding GST) per year on a 1-year term with the option of renewing for an additional 1-year term.*

**CARRIED**

**8. PLANNING MATTERS**

**8.1 ELECTORAL AREA DIRECTORS**

**a. RE25004, GIBSON, 5670 GRANDVIEW ROAD (BEAVER CREEK)  
Rezoning – Memorandum and Bylaw**

*MOVED: Director Roth*

*SECONDED: Director Sparrow*

*THAT Bylaw P1532, Regional District of Alberni-Clayoquot Atlas Amendment Bylaw, be adopted.*

**CARRIED**

**9. REPORTS**

**9.1 STAFF REPORTS**

- a. Service Establishment for Grant-in-Aid Funding**
- b. Mt. Underwood Wildfire - After Action Review**

*MOVED: Director Boyko*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to coordinate a Policy Group Debrief for the Mount Underwood Wildfire.*

**CARRIED**

*MOVED: Director Roth*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors receives the staff reports a-b.*

**CARRIED**

## **9.2 AREA REPORTS**

(ALL/UNWEIGHTED)

- a. Electoral Area "A" (Bamfield) – B. Beckett- Will be conducting a staff led review in Bamfield and Anacla for Mount Underwood wildfire. March 6<sup>th</sup> there is a ribbon cutting for the submarine waterline. Working with staff and Transport Canada regarding the West Side Dock. Transport Canada will provide funding to conduct an engineering assessment as they would like to divest this asset. Needs to be clear that this is Transport Canada's initiative and due diligence is being done to determine the value of the asset and potential liability.
- b. Electoral Area "B" (Beaufort) – F. Boyko- Questions from community about potential tax increases for this year and would like staff to consider options to cut budgets to offset costs of new projects.
- c. Electoral Area "C" (Long Beach) – V. Siga- in response to the petition to relocate the Millstream bus stop, another petition has been received to keep the bus stop at the current location. The poor road conditions in the rural areas make waste collection challenging and that is being looked into. There are trees growing adjacent to the bike path that are causing bumps on the bike path. Attended Clayoquot Biosphere Trust regional forum, and they obtained their building permit for their Centre.
- d. Electoral Area "D" (Sproat Lake) – P. Cote- February 23<sup>rd</sup> ACRD presentation for budget and services, newsletter for residents will be sent out.
- e. Electoral Area "E" (Beaver Creek) – S. Roth- No report.
- f. Electoral Area "F" (Cherry Creek) – M. Sparrow- received newsletter for Cherry Creek Fire Department update which stated that the building project is on budget.
- g. City of Port Alberni – S. Minions/D. Haggard- Passed financial plan with an increase of 6%. The tax rate bylaw which will outline breakdown for classes has not yet been done. Andrew McGifford has started in his new role as CAO and the former deputy Director of Finance has moved into the Director of Finance role.
- h. District of Tofino – T. Stere- in budget process and is the current focus of Council and staff.
- i. District of Ucluelet – M. McEwen- Wildlife Attractant Bylaw was passed and will support bylaw enforcement to issue fines for those leaving garbage out. OCP and Zoning Amendment considered for Hyphocus Island- Lot 543 to allow a

build of 85 homes Awarded skate park expansion contract which is expected to be completed by June.

- j. Huu-ay-aht First Nations – J. Jack- No report.
- k. Toquaht Nation – K. Johnsen- currently in budget process.
- l. Uchucklesaht Tribe Government – M. Cootes- No report.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo- community assets being replaced and Sunny Dhaliwal is now in the role of Chief Administrative Officer.
- n. Nominations for AVICC- P. Cote- AVICC Executive Nominations deadline is February 12, 2026.

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Board of Directors receive the Area Reports.*

**CARRIED**

**10. UNFINISHED BUSINESS**

**11. LATE BUSINESS**

**12. 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).

**13. ADJOURN**

*MOVED: Director Roth*

*SECONDED: Director Sparrow*

*THAT this meeting be adjourned at 4:22 pm.*

**CARRIED**

Certified Correct:

*Debbie Haggard*

Debbie Haggard,  
Vice- Chairperson

*Cynthia Dick*

Cynthia Dick,  
General Manager of Administrative Services