



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 22, 2026, 01:30 PM ACRD Board Room/Zoom - 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)
Levana Mastrangelo, Executive Legislator, Yuułuʔiłʔatḥ Government
Cindy Solda, Councillor, City of Port Alberni
Marilyn McEwen, Mayor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

John Jack, Chair, Chief Councillor, Huu-ay-aht First Nations
Sharie Minions, Mayor, City of Port Alberni
Moriah Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Jenny Brunn, General Manager of Community Services
Cynthia Dick, General Manager of Administrative Services
Kristin Kerr-Donohue, Administrative Assistant
Jennifer Robb, Chief Financial Officer
Shane Koren, Manager of Financial Services
Eddie Kunderman, Operations Manager
Michael McGregor, Lands and Resources Coordinator
Kylie Pettifer, Community Projects & Engagement Manager
Michael Irg, Special Projects Director
Tanya Carothers, Solid Waste Manager
Karen Freethy, Protective Services Manager

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 pm.
Recognition of First Nation Traditional Territories.

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

The Chairperson introduced new Chief Financial Officer, Jennifer Robb.

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

2. APPROVAL OF AGENDA

The Motion was MOVED and Seconded

THAT the Alberni-Clayoquot Regional District Board of Directors approve the agenda as amended to add the following late item:

- 12.a.1 TUP26002 – Letters of Correspondence

Carried Unanimously

3. DECLARATIONS

(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Community Charter)

Vice Chair Haggard declared a conflict of interest regarding agenda item 11.b Bylaw No. E1069 Cherry Creek Community Recreation Commission Grant Service Establishing Bylaw Amendment, 2026.

4. INVITED PRESENTATIONS

Board Remuneration Review Committee. Presentation of recommendations for Bylaw A1095 Board Member Remuneration, Expenses, and Benefits Bylaw, 2026.

5. DELEGATIONS (10 minute maximum)

6. CONSENT AGENDA

- Board of Directors Meeting - June 24, 2026**
- Agricultural Advisory Committee Meeting - June 15, 2026**
- Electoral Area Directors Committee Meeting - June 18, 2026**
- Committee of the Whole Meeting - June 24, 2026**
- Beaver Creek Water Advisory Committee – June 24, 2026**
- Sproat Lake APC Meeting – July 8, 2026**
- Agricultural Development Committee Meeting – July 14, 2026**
- Alberni Valley Regional Airport Advisory Committee – July 16, 2026**

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive and adopt the consent agenda items.

Carried Unanimously

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC INPUT PERIOD (15 minute maximum)

Patrick Schmidt, CEO of Huu-ay-aht Group of Businesses, spoke about Agenda Item 12 (a) (1) TUP26002. Update to progress made on Condition 6 of the Temporary Use Permit. Clarified that they have received a letter of assurance from engineering firm, McElhanney

confirming there is sufficient water to meet fire flow requirements. Clarified that they met with Bamfield Volunteer Fire Department, Fire Chief Zayonc to ensure the fire plan and truck access and turnaround are sufficient. Clarified that the use of the Temporary Use Permit process is to be able to use the property while awaiting rezoning.

9. CORRESPONDENCE FOR INFORMATION

- a. **Regional District of Kootenay Boundary**
Communications with Ministry of Transportation and Transit
- b. **Comox Valley Emergency Management Services**
Wildfire Risk Data Gap on Private Managed Forest Lands
- c. **The Corporation of the District of Oak Bay**
Local Government Climate Action Program Funding
- d. **Regional District of Central Okanagan**
Local Government Climate Action Program
- e. **Sea View Seniors' Housing Society - Forest Glen**
Bus service between Ucluelet, Port Alberni, and various stops across Vancouver Island
- f. **City of Merritt**
Animal Control Bylaw Amendment - Pigeon Release Restrictions
- g. **Town of Lake Cowichan**
Elect Respect Pledge
- h. **Clayoquot Biosphere Trust**
Annual Report - 2025
- i. **Organizing Committee - FIFA 2026 Activities in the Alberni Valley**
Update on Regional Proposal for the Canada Soccer National Training Centre

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the correspondence for information.

Carried Unanimously

10. CORRESPONDENCE FOR ACTION

- a. **Request for Support**
Long-term federal operational support for BC Ferries

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors support Motion M-35 calling for fair, stable, long-term federal operational funding for BC Ferries and direct staff to write to the federal government urging modernization of ferry funding, recognition of BC Ferries as essential infrastructure, and that copies be sent to MP Gord Johns, the local Member of Parliament

Carried Unanimously

- b. **Request for Support**
Consideration for the Alberni Valley to be a pilot region under the Federal Regional

Development Fund.

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors sign a joint letter of interest to the Government of Canada and to the Province, to consider the Alberni Valley as a pilot region under the Federal Regional Development Fund to help fund a structure of collaboration that lets parties at the table plan together to attract new investment into the Alberni Valley.

Carried Unanimously

11. REQUEST FOR DECISION REPORTS

a. Board Member Remuneration, Expenses, and Benefits Bylaw, A1095

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to bylaw cited as “Regional District of Alberni-Clayoquot Board Member Remuneration, Expenses and Benefit Bylaw No. A1095, 2026”.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to bylaw cited as “Regional District of Alberni-Clayoquot Board Member Remuneration, Expenses and Benefit Bylaw No. A1095, 2026” as amended as follows:

- *to remove section 6.5*

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to bylaw cited as “Regional District of Alberni-Clayoquot Board Member Remuneration, Expenses and Benefit Bylaw No. A1095, 2026”.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Regional District of Alberni-Clayoquot Board Member Remuneration, Expenses and Benefit Bylaw No. A1095, 2026”.

Carried Unanimously

The Motion was MOVED and SECONDED

Vice-Chair Haggard left the meeting at 2:19 pm
Director Cote assumed as Chair.

b. Bylaw No. E1069 Cherry Creek Community Recreation Commission Grant Service Establishing Bylaw Amendment, 2026

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors rescind third reading of Bylaw cited as “Cherry Creek Community Recreation Commission Grant Service Establishing Bylaw No. E1069, 2026.”

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as “Cherry Creek Community Recreation Commission Grant Service Establishing Bylaw No. E1069, 2026,” with the following amendments:

Removing ‘b. Fees and charges imposed under the Local Government Act’ from section 5 Cost Recovery.

Replacing Section 6 Maximum Requisition with:

In accordance with the Local Government Act, the maximum amount that may be requisitioned annually of this service shall not exceed \$25,000 or \$0.0408 per \$1,000 of net taxable value of land and improvements, whichever is greater.

Carried Unanimously

Vice-Chair Haggard rejoined the meeting at 2:29 pm and assumed as Chair.

c. Log Train Trail Regulation Bylaw

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Board of Directors adopt Log Train Trail Regional Park Regulation Bylaw No. R1039, 2026.

Carried

d. Log Train Trail Licence of Occupation

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Licence of Occupation between the Province of BC and the Alberni Clayoquot Regional District for the Log Train Trail Corridor for a five (5) year term to June 30, 2031.

Carried

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to implement the transition of the Log Train Trail corridor to a multi-modal recreational trail in accordance with the Licence of Occupation, including measures to prohibit unauthorized motorized vehicle access at designated non-motorized access points

along the corridor.

Carried

e. Bylaw Amendments to Tipping Fees for Mattresses at Alberni Valley Sortn'Go Centre (Bylaw R1029) and West Coast Landfill (Bylaw R1033)

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1029-10 Amendment – Alberni Valley Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1029-10 Amendment – Alberni Valley Landfill Tipping Fee and Regulation Bylaw, 2026, with the following amendment to Schedule A:

- Add \$45 for Mattress or Box Spring- Commercial-Other

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1029-10 Amendment – Alberni Valley Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1029-10 Amendment – Alberni Valley Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

Director Solda left the meeting at 3:17pm
Director Solda rejoined at 3:19 pm

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1033-11 Amendment – West Coast Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1033-11 Amendment – West Coast Landfill Tipping Fee and Regulation

Bylaw, 2026.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1033-11 Amendment – West Coast Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors give adopt Bylaw R1033-11 Amendment – West Coast Landfill Tipping Fee and Regulation Bylaw, 2026.

Carried Unanimously

f. Agricultural Advisory Committee Terms of Reference Update

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors amend the Agricultural Advisory Committee Terms of Reference as presented.

Carried Unanimously

12. PLANNING MATTERS

a. Electoral Area Directors

1. Temporary Use Permit TUP26002 - 448 Seaboard Rd, 452 Seaboard Rd, 200 Binnacle Rd (Bamfield)

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors issue Temporary Use Permit TUP26002 subject to completion of all technical requirements and compliance with conditions of use identified within TUP26002.

Carried Unanimously

2. Rezoning RD25006 - 10125 Stirling Arm Cres (Sproat Lake)

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider first reading to Bylaw P1541, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw at a future date, and that notice be given in accordance with Section 467 of the Local Government Act.

Carried Unanimously

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors confirm that adoption of Bylaw P1541 is subject to:

- a. The property owner agreeing to the registration of a Restrictive Covenant and Easement to secure connection to the neighbouring communal strata sewage disposal system.*
- b. The property owner agreeing to the registration of a Restrictive Covenant to secure and maintain the landscaped buffer area along the rear property line, substantially in accordance with the approved site plan.*
- c. Confirmation from the Sproat Lake Fire Department that access and fire safety measures are in place to provide adequate fire protection to the site.*
- d. Meeting all technical referral agency requirements.*

Carried Unanimously

3. Parcel Frontage Waiver SE25014PFW - 6317 Walker Rd (Beaver Creek)

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors waive the 10% road frontage requirement, as per Section 512 of the Local Government Act, for proposed Lot 3 as shown on the subdivision plan for the property located at 6317 Walker Road.

Carried Unanimously

13. REPORTS

a. STAFF REPORTS

- 1. West Coast Climate Adaptation Planning**
- 2. Monthly Agreement & Grant Delegation Report**
- 3. Building Inspector Report - June 2026**
- 4. Directors Meeting Schedule - August 2026**

The Motion was MOVED and SECONDED

THAT the Board of Directors receive the staff reports.

Carried Unanimously

b. MEMBER REPORTS

Director Cote - Water level in Sproat Lake is extremely low. Salmon are struggling in the rivers to make their way to the lake to spawn. The Somass Fish Flow Committee is working on solutions for this to support the salmon cycle and the local fishing industry. Sproat Lake OCP Open House was held July 7, with 183 members of the community in attendance. ACRD Staff is working with the community on updates to the second reading of the bylaw, taking community members' comments and suggestions into account.

Director Solda - HGTV Hometown Takeover work happening at the Harbour Quay has been going well. The show production team is working on the interior of the businesses and homeowners, the City does not have control over this portion and are not funding it. Renovations to the outdoor spaces at Harbour Quay are funded by the City. The selection process for the homeowners was completed by HGTV. The roundabout at Beaver Creek Rd and Highway 4/River Road is almost complete, has been a long-frustrating process for many, however the positive safety improvements are well worth it. City also has taken over the operation of Clutesi Haven Marina, when the roundabout is complete the upgrades to the marina will begin. Artwork for the center of the roundabout will be created by a Tseshah First Nation artist and should be installed by September. A pedestrian light has been installed on Johnston Rd. Any questions about the Somass Lands Project can check the City of Port Alberni's Let's Connect page.

Director McEwen - Tourism in Ucluelet is busy, all stores and shops are lined up, restaurants are well attended.

Director Stere - Tourism in the Tofino area is also doing well.

The Motion was MOVED and SECONDED

THAT the Board of Directors receive the member reports.

Carried Unanimously

14. OTHER BUSINESS (including Late Items)

15. QUESTION PERIOD (15 minute maximum)

16. IN CAMERA

The Motion was MOVED and SECONDED

Motion to close the meeting to the public as per the Community Charter, section(s): 90 (1)

(e): the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonable be expected to harm the interests of the municipality;

90 (1) (i): the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

91 (2): If all or part of a meeting is closed to the public, the council may allow a person other than municipal officers and employees to attend,

(a) in the case of a meeting that must be closed under section 90(2), if the council considers this necessary and the person

(i) already has knowledge of the confidential information.

Carried Unanimously

The meeting was closed to the public at 3:54 pm.

The meeting was re-opened to the public at 5:36 pm.

17. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

18. ADJOURN

The Motion was MOVED and SECONDED

THAT this meeting be adjourned at 5:36 pm

Debbie Haggard

Debbie Haggard, Vice-Chairperson

Kristin Kerr-Donohue

Kristin Kerr-Donohue, Administrative Assistant