



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 13, 2026, AT 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 Beckett, Director, Electoral Area "A" (Bamfield)

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)

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:

Fred Boyko, Director, Electoral Area "B" (Beaufort)

Sharie Minions, Mayor, City of Port Alberni

Marilyn McEwen, Mayor, District of Ucluelet

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Alex Dyer, General Manager of Planning and Development

Jenny Brunn, General Manager of Community Services

Cynthia Dick, General Manager of Administrative Services

Shane Koren, Acting Chief Financial Officer

Karen Freethy, Protective Services Manager

Janice Hill, Executive Assistant

Tanya Carothers, Solid Waste Manager

Kylie Pettifer, Community Projects and Engagement Manager

Jaleen Rousseau, Planning Manager

Kaitlin Murphy, FireSmart Project Coordinator

Brooke Eschuk, Planner 1

Serena Manhas, Planner 1

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

<https://www.acrd.bc.ca/events/13-5-2026/7791/?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 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.

The Chairperson acknowledged that the Emergency Operations Centre has been activated to address the Cold Creek Wildfire. The Chairperson also acknowledged that although the Province may be rescinding the fire ban, reminding everyone to be aware of the conditions and the need to ensure fire safety.

2. APPROVAL OF AGENDA

The Motion was MOVED and SECONDED

THAT the agenda be approved as circulated.

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. INVITED PRESENTATIONS

5. DELEGATIONS (10 minute maximum)

- a. **Kylie Pettifer, Community Project and Engagement Manager, ACRD presenting the Area 'C' (Long Beach) Official Community Plan**

6. CONSENT AGENDA

- a. **Board of Directors Meeting – April 22, 2026**
- b. **Electoral Area Directors Committee Meeting – April 22, 2026**
- c. **Board Remuneration Committee – April 29, 2026**
- d. **Alberni Valley & Bamfield Advisory Committee – May 5, 2026**

The Motion was MOVED and SECONDED

THAT the items a-d on the consent agenda be received and adopted.

CARRIED UNANIMOUSLY

7. ITEMS REMOVED FROM CONSENT AGENDA

8. PUBLIC INPUT PERIOD

9. CORRESPONDENCE FOR INFORMATION

- a. **RAVI PARMAR, MINISTER OF FORESTS**
Response to ACRD letter regarding retrofit of Canada's CC-130H Hercules fleet for wildfire suppression
- b. **STEVEN MACKINNON, MINISTER OF TRANSPORT AND LEADER OF THE GOVERNMENT IN THE HOUSE OF COMMONS**
Response to ACRD letter regarding Sproat Lake Marine Patrol Program
- c. **TOFINO GENERAL HOSPITAL FOUNDATION**
Letter to Minister of Infrastructure regarding Health Capital Project, Tofino General Hospital replacement

The Motion was MOVED and SECONDED

THAT the Board of Directors forward the CC-130H Hercules fleet resolution to the Canadian Interagency Forest Fire Centre (CIFFC).

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

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

CARRIED UNANIMOUSLY

10. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR LETTER OF SUPPORT**
AC Taxi, requesting a letter of support for their application to the Passenger Transportation Board to amend their existing Passenger Transportation License to include Bamfield as an approved service area.

The Motion was MOVED and SECONDED

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support in favour of AC Taxi's application for amendment to their existing Passenger Transportation License to include Bamfield as an approved service area.

CARRIED UNANIMOUSLY

11. REQUEST FOR DECISION REPORTS

- a. **Request for Decision regarding ACRD Community Wildfire Resiliency Plans – Contract Award**

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors award the ACRD Community Wildfire Resiliency Plans contract to Frontera Solutions Inc. in the amount of \$127,840.00 (excluding GST).

CARRIED UNANIMOUSLY

b. Request for Decision regarding Grand Funding Application with UBCM – Community to Community

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors endorse the UBCM Community to Community program funding application to support the development of Memoranda of Understanding with Tseshah First Nation and Hupacasath First Nation, for the purpose of establishing a shared governance framework for the Alberni Valley Regional Airport.

CARRIED UNANIMOUSLY

c. Request for Decision regarding Vancouver Island Soaring Centre Ltd. Leases

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve a ten-year groundside lease, with a ten-year right of first renewal, under lease LS-A2025008, with the Vancouver Island Soaring Centre Ltd. for Lot 15 at the Alberni Valley Regional Airport and authorize the CAO to negotiate and execute the lease on behalf of the Regional District.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve a ten-year extension, with a ten-year right of first renewal, to the existing airside lease under lease LS-A2025004, with the Vancouver Island Soaring Centre Ltd. for Lot 10 at the Alberni Valley Regional Airport and authorize the CAO to negotiate and execute the lease on behalf of the Regional District.

CARRIED UNANIMOUSLY

d. Request for Decision regarding Lease Renewals – Ken Schuurman and Craigs Enterprises

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve a ten-year lease renewal for Ken Schuurman at 7476 Airport Road and authorize the CAO to negotiate and execute the lease on behalf of the ACRD.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve a ten-year lease renewal for Craigs Enterprises at 7462 Airport Road and authorize the CAO to negotiate and execute the lease on behalf of the ACRD.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors approve a ten-year lease renewal for Craigs Enterprises at 7468 Airport Road and authorize the CAO to negotiate and execute the lease on behalf of the ACRD.

CARRIED UNANIMOUSLY

12. PLANNING MATTERS

12.1 ELECTORAL AREA DIRECTORS

a. REQUEST FOR DECISION

Area "C" Official Community Plan Bylaw No. 1539, 2026 – First Reading

The Motion was MOVED and SECONDED

THAT Regional District of Alberni-Clayoquot Area 'C' Official Community Plan Bylaw No. P1539, 2026, be read a first time.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Official Community Plan Bylaw No. P1539, 2026 in conjunction with the ACRD 2026-2030 Financial Plan.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider Official Community Plan Bylaw No. P1539, 2026 in conjunction with the ACRD's Solid Waste Management Plan Bylaw No.R1020.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the public hearing for Bylaw P1539, 2026 be delegated to the Director for Electoral Area 'C', the Alternate Director, or the Chairperson of the Regional District.

CARRIED UNANIMOUSLY

- b. **TUP25017, 0732834 BC LTD, 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 issue Temporary Use Permit TUP25017.

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 issue Temporary Use Permit TUP25018.

CARRIED UNANIMOUSLY

- d. **DVD25012, BRAIDEN, 8467 BOTHWELL RD (SPROAT LAKE)**
Development Variance –Memorandum and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors issue development variance permit DVD25012.

CARRIED UNANIMOUSLY

- e. **SD25008PFW, BRAIDEN, 8467 BOTHWELL RD (SPROAT LAKE)**
Parcel Frontage Waiver – Report

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 Strata Lot 1 as shown on the subdivision plan for the property located at 8467 Bothwell Road.

CARRIED UNANIMOUSLY

- f. **DVD26002, GIRARD, 8925 FABER RD (SPROAT LAKE)**
Development Variance – Report and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors consider issuing development variance permit DVD26002 subject to neighbour notification as per Local Government Act s. 499.

CARRIED UNANIMOUSLY

- g. **DVE25013, COLLINS/CHALMERS, LOT 2 WILLOW RD (BEAVER CREEK)**
Development Variance –Memorandum and Permit

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors issue development variance permit DVE25013.

CARRIED UNANIMOUSLY

- h. **RF24008, TILLEY’S PLUMBING & HEATING LTD, 450 FRANKLIN RIVER RD (CHERRY CREEK)**
Rezoning –Memorandum, Public Hearing Report and Minutes

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the public hearing report.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors receive the public hearing minutes.

CARRIED UNANIMOUSLY

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors deny rezoning application RF24008.

CARRIED UNANIMOUSLY

12.2 ALL DIRECTORS

- a. **MISC26003, COWICHAN VALLEY REGIONAL DISTRICT BYLAW NO. 4705 REFERRAL**
Misc. Referral – Memorandum

The Motion was MOVED and SECONDED

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to provide a referral response to the Cowichan Valley Regional District’s OCP Amendment Bylaw No. 4705 to advise that the ACRD’s interests are unaffected.

CARRIED UNANIMOUSLY

13. REPORTS

13.1 STAFF REPORTS

13.2 COMMITTEE REPORTS

- a. **Agricultural Advisory Committee Meeting, May 11, 2026 (Verbal), Director Cote-** Committee discussed farming in relation to the OCPs, concerns regarding drought and water management. Considerations for having water licensing in place. Committee acknowledged the work done by ACRD staff through the process of updating OCPs.
- b. **Accessibility Committee Meeting, May 12, 2026, (Verbal), Director Siga-** Jim MacDonald, Director of Infrastructure Services from the City of Port Alberni presented on the proposed upgrades for Argyle Street and the considerations regarding accessibility and parking considerations. Committee discussed accessibility issues for buildings such as the Maker Space building.

The Motion was MOVED and SECONDED

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

CARRIED UNANIMOUSLY

13.3 MEMBER REPORTS

Director Johnsen left the meeting at 3:14 pm.

Director Haggard- Announcement from Minister Osborne regarding the new Cancer Treatment Centre that will be going into West Coast General Hospital and will be opening in about 18 months. Also met with Minister Osborne and discussed Medical Recruitment and Retention. Medical Forum was held in January and Minister Osborne is considering hosting another to continue momentum on discussions.

Director Cote- OCP continues to move along with great community input, open house was well attended and acknowledged staff for moving this work forward. Recently conducted a water test for Sproat Lake with results coming soon.

Chair Jack acknowledged Director Cote for serving as AVICC President.

Director Sparrow- shared concerns for wildfires in the area and the current conditions.

Director Mastrangelo- Yuułu?it?ath will be celebrating their 15 year treaty celebration in Campbell River at end of May, and currently in the second phase of drafting OCP.

Chair Jack- participated in panel discussion on Cowichan decision at AVICC. Discussing having an event/ discussion regarding the Cowichan decision, DRIPA, modern Treaty and potential impacts on the Regional District.

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) (j): information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;*

And the Freedom of Information and Protection of Privacy Act, section(s):

- ii. 21 (1) (a) (ii): commercial, financial, labour relations, scientific or technical information of or about a third party,*

CARRIED UNANIMOUSLY

The meeting was closed to the public at 3:22 pm.

The meeting was re-opened to the public at 3:49 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA


18. ADJOURN

The Motion was MOVED and SECONDED

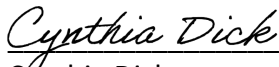
THAT this meeting be adjourned at 3:50 pm.

CARRIED UNANIMOUSLY

Certified Correct:



John Jack,
Chairperson



Cynthia Dick,
General Manager of Administrative Services