



# Alberni-Clayoquot Regional District

## MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON WEDNESDAY, JANUARY 17, 2018, 1:30 PM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### **DIRECTORS**

#### **PRESENT:**

Penny Cote, Chairperson, Electoral Area "D" (Sproat Lake)  
Keith Wyton, Director, Electoral Area "A" (Bamfield)  
Mike Kokura, Director, Electoral Area "B" (Beaufort)  
Tony Bennett, Director, Electoral Area "C" (Long Beach) (via teleconference)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

#### **STAFF PRESENT:**

Douglas Holmes, Chief Administrative Officer  
Mike Irg, Manager of Planning and Development  
Wendy Thomson, Manager of Administrative Services

### **1. CALL TO ORDER**

The Manager of Administrative Services called the meeting to order at 1:32 pm and recognized the meeting being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

### **2. ELECTION OF CHAIRPERSON FOR 2018**

#### **a. ELECTION OF CHAIRPERSON FOR – 2018**

The Manager of Administrative Services conducted the election for Chairperson of the Electoral Area Directors Committee for 2018.

The Manager of Administrative Services requested nominations three times. Director McNabb nominated Director Cote. Director Cote accepted the nomination.

The Manager of Administrative Services declared Director Cote Chairperson of the Electoral Area Directors Committee for 2018.

Director Cote assumed the Chair.

### **3. APPROVAL OF AGENDA**

*MOVED:* Director Kokura  
*SECONDED:* Director McNabb

*THAT the agenda be approved as circulated.*

**CARRIED**

**4. ADOPTION OF MINUTES**

**a. Electoral Area Directors Committee Meeting held September 29, 2017**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the minutes of the Electoral Area Directors Committee meeting held on September 29, 2017, 2017 be received.*

**CARRIED**

**5. DELEGATION**

**a. Dr. Hasselback, Chief Medical Officer, Island Health, Mr. Earle Plain, Air Quality Meteorologist, Nanaimo, Ms. Anna Lewis, Coordinator, Alberni Air Quality Society regarding correspondence from Island Health Air Quality Related Health Concerns due to Domestic Wood Burning**

(Referred from November 8, 2017 Board Meeting)

The delegation provided a status update on air quality, health impact synopsis and identified priorities of the Air Quality Council. The Air Quality Council requested the ACRD continue to co-facilitate the woodstove exchange program, investigate options to mitigate smoke impacts from open burning and residential wood heat and support initiatives the Air Quality Council is working towards, specifically development of an airshed management plan. The Council requested the following actions for consideration by the Committee:

- adopt a sunset clause with regards to all wood burning stoves required to meet EPA standards by 2023
- investigate the development of optional regional bylaws regarding open burning.

*MOVED: Director Wyton*

*SECONDED: Director Banton*

*THAT the Electoral Area Directors Committee recommend the ACRD Board of Directors move forward with adopting a sunset clause with regards to all wood burning stoves required to meet EPA standards by 2023 and investigate the development of optional regional bylaws regarding open burning and staff resources be used to present a bylaw for adoption in 2018.*

**CARRIED**

**6. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding Electoral Area Directors Committee Terms of Reference.**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Electoral Area Directors Committee review and reconfirm their Terms of Reference for 2018.*

**CARRIED**

**7. REPORTS**

**a. Short Term Vacation Rentals Temporary Use Permit Policy and Development Procedures and Fees Bylaw Amendment (A. Anaka)**  
(Report referred from November 8, 2017 Board Meeting)

The Committee reviewed the draft Short Term Vacation Rentals Temporary Use Policy.

**b. Updated Draft Short Term Vacation Rentals Temporary Use Permit Policy (M. Irg)**

*MOVED: Director Banton*  
*SECONDED: Director McNabb*

*THAT the Electoral Area Directors Committee receive the staff report.*

**CARRIED**

*MOVED: Director Banton*  
*SECONDED: Director Kokura*

*THAT the Electoral Area Directors Committee endorse the Short Term Vacation Rentals Temporary Use Permit Policy and forward to the ACRD Board of Directors for approval.*

**CARRIED**

**8. LATE BUSINESS**

**9. ADJOURN**

*MOVED: Director McNabb*  
*SECONDED: Director Banton*

*THAT this meeting be adjourned 3:07 pm.*

**CARRIED**

Certified Correct:

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Penny Cote,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services