



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE MEETING HELD ON THURSDAY, SEPTEMBER 20, 2018, 10:00 AM

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

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

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Mike Irg, Manager of Planning and Development
Alex Dyer, Planner
Janice Hill, Executive Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:01 am.

The Chairperson recognized the meeting today is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Electoral Area Directors Committee Meeting held June 21, 2018**

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the minutes of the Electoral Area Directors Committee Meeting held on June 21, 2018 be adopted.

CARRIED

4. REQUEST FOR DECISIONS

Director Banton entered meeting at 10:05 am.

a. **Request for Decision - Rural Planning Projects**

MOVED: Director Wyton

SECONDED: Director Bennett

THAT The Electoral Area Directors Committee support additional staff time in 2019 to work on rural planning projects and recommend that the unused budget allocations for OCP updates, zoning bylaw update, subdivision and servicing bylaw and consultant budget from 2018 shift into the 2019 rural planning budget.

CARRIED

5. REPORTS

a. **Memorandum - Short Term Vacation Rentals**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Electoral Area Directors Committee recommend that the Board of Directors support the action plan for Short Term Vacation Rentals (STR) as presented:

- 1. A public information campaign that involves advertising in the local newspaper and a bulk mail out, informing the public of the ACRD policies regarding STR.*
- 2. Identify existing STRs in the ACRD using a company such as Host Compliance to identify all STRs within the ACRD's jurisdiction. The estimated cost is \$3,000 to \$6,000 for a year with monthly reports provided.*
- 3. Staff send a letter to all STR operators and/or the property owner, outlining the ACRD policy regarding STR operating in residential zones and the option of applying for a temporary use permit.*
- 4. Where the ACRD has already received a complaint regarding a STR operating contrary to zoning, proceed with bylaw enforcement if an application for a TUP is not made.*
- 5. Report back to the Board in January 2019 with options for enforcement on those properties that are continuing to operate and/or advertise without applying for a TUP.*
- 6. Review options for municipal ticketing (options are attached as a separate memorandum).*

CARRIED

b. **Memorandum - Municipal Ticketing Options**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Electoral Area Directors Committee recommend that the Board of Directors direct staff to prepare draft sample MTI bylaw, research which bylaws are effectively enforced through MTIs vs enforcement through the courts, and investigate other regional district MTI bylaws.

CARRIED

6. NEW BUSINESS

- a. Director Bennett reported that Fisheries and Oceans Canada (DFO) and the Parks Canada Agency (PCA) will be holding information session regarding the proposed amendments to the Recovery Strategy for the Northern and Southern Resident Killer Whales (*Orcinus orca*) in Canada. The purpose of the information sessions is to provide information about the proposed critical habitat for Northern and Southern Resident Killer Whales, including the description of the science advice underlying the identification of the additional proposed critical habitat areas and to answer questions about the proposed amendment to the document. RSVP Locations, dates and time of these meetings are:

Webinar:

- Webinar (Public): Wednesday, September 26th, 2018, 10 am – 12 pm
WebEx Info: to be provided to registered participants on Friday, Sept. 21.

Regional in-person meetings:

- Port Alberni (Best Western Barclay Hotel, 4277 Stamp Ave.): Wednesday, October 3rd 2018, 6-9 pm
- Ucluelet (Black Rock Oceanfront Resort, Ballroom, 596 Marine Drive): Thursday, October 4th 2018, 6-9 pm

RSVP for the above webinar and/or in person meetings to

SARA.XPAC@dfo-mpo.gc.ca

- b. Director Bennett reported that the resolution for Financing Reconciliation: Solutions for Local Communities was endorsed at UBCM. A resolution to hold a 3-hour workshop on this topic at the 2019 UBCM convention was also endorsed.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Electoral Area Directors Committee receive the reports.

7. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned 11:16 am.

CARRIED

Certified Correct:



Penny Cote,
Chairperson



Wendy Thomson,
Manager of Administrative Services