



# Alberni-Clayoquot Regional District

## MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING

HELD ON WEDNESDAY, SEPTEMBER 4, 2019 11:30 AM

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

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- DIRECTORS** John Jack, Chairperson, Huu-ay-aht First Nation
- PRESENT:** Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)  
Sharie Minions, Mayor, City of Port Alberni  
Cindy Solda, Councillor, City of Port Alberni  
Kirsten Johnsen, Member of Council, Toquaht Nation (via teleconference)
- REGRETS:** Josie Osborne, Vice-Chairperson, District of Tofino  
Mayco Noël, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- INVITED** Deb Haggard, Councillor, City of Port Alberni
- GUESTS:** Ron Paulson, Councillor, City of Port Alberni  
Ron Corbeil, Councillor, City of Port Alberni  
Hellen Poon, Councillor, City of Port Alberni
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Wendy Thomson, Manager of Administrative Services  
Mike Irg, Manager of Planning and Development

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 11:44 am.

The Chairperson recognized the meeting this morning being held in the Tseshaht First Nation and the Hupacasath First Nation Territories.

### 2. WELCOME – INVITED GUESTS

The Chairperson welcomed Port Alberni City Council.

### 3. APPROVAL OF AGENDA

*MOVED: Director Shannon*  
*SECONDED: Director Roberts*

*THAT the agenda be approved as circulated.*

**CARRIED**

#### **4. PRESENTATION**

- a. **Douglas Holmes, CAO Alberni-Clayoquot Regional District & Tim Pley, CAO City of Port Alberni – Orientation/Presentation on Elected Officials Role in Emergency Planning**

Mr. Holmes and Mr. Pley provided an orientation session on the role of elected officials in emergency planning “*What you need to know if there is a local emergency*”. The presentation included the following: BC Emergency Management structure, local government authority, operational roles, responding to emergencies and provincial support.

The meeting recessed at 12:13 pm  
The meeting reconvened at 12:20 pm

*MOVED: Director Solda*  
*SECONDED: Director McNabb*

*THAT the orientation/presentation be received and the Committee instruct staff to organize an Emergency Planning Committee meeting in the fall.*

**CARRIED**

#### **5. ADJOURN**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT this meeting be adjourned at 1:29 pm.*

**CARRIED**

Certified Correct:

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John Jack,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services