



# Alberni-Clayoquot Regional District

## MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE

MEETING HELD ON WEDNESDAY, MAY 1, 2019, 10:00 AM

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

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**DIRECTORS PRESENT:** Penny Cote, Chair, Director, Electoral Area "D" (Sproat Lake)  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Director, Electoral Area "C" (Long Beach)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Alex Dyer, Planner  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:00 am.

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

### 2. APPROVAL OF AGENDA

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Electoral Area Directors Committee Financial Planning Meeting – February 5, 2019.**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the minutes of the Electoral Area Directors Committee Financial Planning Meeting held on February 5, 2019 be received.*

**CARRIED**

#### **4. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. **Rene Lacoursiere, Linda Bowers, Sproat Lake Community Association requesting Gas Tax for completion of the Sproat Lake Community Hall renovations.**

Mr. Lacoursiere introduced members of the Sproat Lake Community Association, Ms. Linda Bowers and Mr. Geo Monrufet. Mr. Lacoursiere requested support from the Regional District to utilize gas tax funds to complete the renovation of the Sproat Lake Community Hall. Mr. Lacoursiere provided the Committee with background and history on the hall. Ms. Bowers provided an overview of hall usage including pickleball, seniors programs, paddlers and community meetings. Ms. Bowers discussed renovations which are required at the hall. The Association is requesting \$80,000 of gas tax funds to conduct the renovations.

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the Electoral Area Directors Committee instruct staff to investigate criteria for use of gas tax funds for the Sproat Lake Community Hall renovation project and report back to the Board of Directors.*

**CARRIED**

#### **5. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Cannabis Retail Policy**

The Committee reviewed and discussed the Regional District's Cannabis Retail Policy and possible amendments including implementing intake periods, looking at applications geographically, the use of temporary use permits and zoning. The Committee also discussed an intake system with a repetitive process and approval of a maximum number of stores within a certain time period, a pre-planned intake process with upper limits. The need to align strategies with member municipalities was discussed.

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors request staff to arrange a Committee of the Whole meeting to have a wholesome discussion on the Regional District's Cannabis retail policy and further instruct staff to develop a report including the following: analysis of member municipalities policies, options for an intake process and upper limits.*

**CARRIED**

**b. Request for Decision regarding request to Change Electoral Area Boundaries – Beaufort and Cherry Creek.**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the Electoral Area Directors Committee recommend that the ACRD Board of Directors forward a response to Mr. McGill thanking him for his letter dated April 16, 2019 that requests amendments to the electoral area boundaries of Beaufort and Cherry Creek and advise Mr. McGill that this issue has not been identified as a priority for the Regional District in 2019.*

**CARRIED**

**c. Request for Decision regarding Community Works Fund Policy.**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Electoral Area Directors recommend that the Alberni-Clayoquot Regional District Board of Directors adopt the Community Works Fund Policy.*

**CARRIED**

**6. REPORTS**

**a. Federal Gas Tax Agreement – Community Works Fund Allocations – T. Fong**

*MOVED: Director Shannon*

*SECONDED: Director Roberts*

*THAT the Electoral Area Directors Committee receives this report.*

**CARRIED**

**7. LATE BUSINESS**

**8. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT this meeting be adjourned 11:25 am.*

**CARRIED**

Certified Correct:



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Penny Cote,  
Chairperson



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Wendy Thomson,  
Manager of Administrative Services