



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON THURSDAY, NOVEMBER 12, 2020

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing

DIRECTORS

PRESENT:

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
John McNabb, Vice-Chair, Director, Electoral Area "E" (Beaver Creek)
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)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Debbie Haggard, Councillor, City of Port Alberni
Rachelle Cole, Councillor, District of Ucluelet
Tom Stere, Councillor, District of Tofino (Alternate)
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Alan McCarthy, Member of Legislature, Yuułu'it'atḥ Government

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning and Development
Jenny Brunn, Acting General Manager of Community Services
Heather Zenner, Manager of Protective Services
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/12-11-2020/>

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 1:30 pm.

The Chief Administrative Officer recognized the meeting this afternoon is being held throughout the Nuuchah-nulth territories.

The Chief Administrative Officer reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

2. ELECTIONS – CHAIR AND VICE-CHAIR

The General Manager of Administrative Services provided a brief overview of the election process for election of Chairperson and Vice-Chairperson of the Alberni-Clayoquot Regional District for 2020/2021.

a. ELECTION OF CHAIRPERSON – 2020/2021

The General Manager of Administrative Services conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2020/2021.

The General Manager of Administrative Services requested nominations three times. Director Haggard nominated Director Jack and Director Cote nominated Director McNabb. The Directors accepted their nominations.

The candidates each provided a speech on why they should be elected Chairperson.

The Chief Administrative Officer and General Manager of Administrative Services conducted the election.

The General Manager of Administrative Services declared Director Jack to the position of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2020/2021.

b. ELECTION OF VICE-CHAIRPERSON FOR 2020/2021

The General Manager of Administrative Services conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2020/2021.

The General Manager of Administrative Services requested nominations three times. Director Bodnar nominated Director McNabb and Director Shannon nominated Director Cote. The Directors accepted their nominations.

The candidates each provided a speech on why they should be elected Vice-Chairperson.

The Chief Administrative Officer and General Manager of Administrative Services conducted the election.

The General Manager of Administrative Services declared Director McNabb elected to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2020/2021.

Director Jack assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Cole

THAT the agenda be approved as circulated with the addition of the following late item for consideration under section 10.1 (b) Request for Decision - UBCM Housing Needs Report Application for Treaty First Nations.

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 28, 2020

MOVED: Director Cote

SECONDED: Director Shannon

THAT the minutes of the Board of Directors meeting held on October 28, 2020 be adopted.

CARRIED

b. Alberni Valley & Bamfield Services Committee Meeting – September 2, 2020

MOVED: Director McNabb

SECONDED: Director Cote

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on September 2, 2020 be adopted.

CARRIED

c. Alberni Valley & Bamfield Services Committee Meeting – November 4, 2020

MOVED: Director Cote

SECONDED: Director Shannon

THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on November 4, 2020 be adopted.

CARRIED

d. Electoral Area Directors Committee Meeting – November 4, 2020

MOVED: Director Roberts

SECONDED: Director Shannon

THAT the minutes of the Electoral Area Directors Committee meeting held on November 4, 2020 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Hugh Grist, Jean McIntosh & Ken Watson, Alberni Valley Community Foundation, Vital Signs 2020 Report Presentation**

The delegation presented the 2020 Vital Signs Report for the Alberni Valley. Vital signs is a community check-up conducted by community foundations across Canada. It measures the vitality of communities, identifies significant trends and supports action on issues that are critical to quality of life. Visit www.albernifoundation.ca for more information on the Alberni Valley 2020 Vital Signs report.

7. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated October 30, 2020 from the Vancouver Island Regional Library Board (VIRL) requesting Regional District Director appointments to the VIRL Board of Trustees for 2021.**

MOVED: Director McNabb

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Cote as appointee on the Vancouver Island Regional Library Board of Trustees for 2021 and Director Jack as Alternate appointee.

CARRIED

- b. **Correspondence dated November 3, 2020 from Clayoquot Biosphere Trust requesting support for Clayoquot Sound Ongoing UNESCO Biosphere Region designation.**

MOVED: Director Haggard

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Clayoquot Biosphere Trust supporting the ongoing Clayoquot Sound UNESCO Biosphere Region designation.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST**

- Addressing the Digital Divide in Qathet Regional District
- b. **MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND COMPETITIVENESS**
UBCM Conference Call Meeting regarding the Need for Connectivity along Highway Corridors and for Healthcare and Remote Workers, and Call Boxes along Remote Highway Routes for Public Safety.
 - c. **MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL**
UBCM Conference Call Meeting regarding the Regional District's Indigenous Social Navigator Program in Partnership with the Local RCMP.
 - d. **DISTRICT OF UCLUELET**
Correspondence from the District of Ucluelet to the Honourable John Horgan, Premier regarding support for a new Fisheries Cabinet Minister Position
 - e. **PORT ALBERNI PORT AUTHORITY**
Summary Update of Port Alberni Port Authority Activities

MOVED: Director Cootes

SECONDED: Director Shannon

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

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Resolution – Signing Authority for Banking Purposes.**

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

- *The following Directors have signing authority:*
 - i. *Director Jack, Chairperson*
 - ii. *Director McNabb, Vice-Chairperson*
 - iii. *Director Cote*
- *The following Staff members have signing authority*
 - i. *Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer*
 - ii. *Teri Fong, CPA, CGA, Chief Financial Officer*
 - iii. *Wendy Thomson, General Manager of Administrative Services*
- *One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

b. Request for Decision regarding BC Infrastructure Planning Grant – Sproat Lake Volunteer Fire Department.

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the Chairperson and Chief Administrative Officer to enter into an Infrastructure Planning Grant agreement for \$7,500 with the Ministry of Municipal Affairs and Housing for the Asset Management Plan Implementation – Sproat Lake Volunteer Fire Department project.

CARRIED

c. Request for Decision regarding 2021 Community Works Fund Projects.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the ACRD Board of Directors roll forward any uncompleted Community Works Funding projects from the 2020-2024 Financial Plan as well as develop the 2021 proposed Community Works Funding projects for consideration during the 2021-2025 Financial Plan discussions AND FURTHER that staff look for opportunities to fulfill the construction or implementation of the projects within the 2021 year AND FURTHER the ACRD Board of Directors instruct staff to investigate options to move forward on the Beaver Creek Park Project.

CARRIED

d. Request for Decision regarding Crown Land Tenure Application – Bamfield Water System

(Deferred from October 14, 2020 Board of Directors Meeting)

Director Beckett reported the applicant has done a lot of work on the property without taking out required permits. He supports this application to procure water but noted there are other matters before the ACRD respecting this property that need to be addressed.

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to apply for a 30 year Crown Land Tenure for a portion of the Bamfield Inlet near Burlo Island in order to install a water line to provide water service to 422 Burlo Island.

CARRIED

e. Request for Decision regarding Alberni Valley Curbside and Recycling Depot Contract Extensions.

MOVED: Director Cote

SECONDED: Director McNabb

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute a contract extension with Waste Management for curbside recycling collection in the Alberni Valley until March 31, 2021 with the ability to extend up to October 31, 2021.

CARRIED

MOVED: Director Cote

SECONDED: Director McNabb

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute a contract extension with Waste Management for operation of the 3rd Avenue Recycling Depot until May 31, 2021 with the ability to extend up to November 30, 2021.

CARRIED

The meeting recessed at 2:42 pm.

The meeting re-convened at 2:50 pm.

10. PLANNING MATTERS

10.1 ALL DIRECTORS

a. SOMASS WATERSHED FLOOD MANAGEMENT PLAN (ALL AREAS)

Request for Decision

MOVED: Director Cote

SECONDED: Director Roberts

THAT the ACRD Board of Directors instruct staff to investigate mitigation options for the Somass Watershed, and;

THAT the ACRD Board of Directors instruct staff to provide options for applying the 200-year flood plain maps within the Electoral Areas of the ACRD, and;

THAT the ACRD Board of Directors direct staff to investigate grants to assess drought mitigation options for the watershed.

CARRIED

b. Late Item – Request for Decision - UBCM Housing Needs Report Application for Treaty First Nations
Request for Decision

MOVED: Director Cootes

SECONDED: Director Haggard

THAT the ACRD Board of Directors direct staff to apply to the UBCM Housing Needs Report program to change the approved Alberni-Clayoquot Regional District Housing Needs Report project scope of work and budget to include Uchucklesaht Tribe Government, Huu-ay-aht First Nations, and Yuułu?it?atḥ First Nations, and confirm willingness to provide overall grant management to the project.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

**a. Emergency Operations Centre Update – verbal report
– H. Zenner**

b. COVID-19 Safe Restart Grants for Local Governments – T. Fong

MOVED: Director Shannon

SECONDED: Director Beckett

THAT these reports be received.

CARRIED

11.2 COMMITTEE REPORTS

11.3 OTHER REPORTS

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

Questions/Comments from the public attending the meeting via Zoom webinar or submissions to responses@acrd.bc.ca. The Corporate Officer advised there were no questions or comments from the public with respect to the meeting today.

15. RECESS

MOVED: Director McNabb

SECONDED: Director Cootes

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting was recessed at 3:10 pm

16. RECONVENE

The meeting was reconvened at 3:26 pm

17. IN-CAMERA

MOVED: Director McNabb

SECONDED: Director Cote

THAT the meeting be closed to the public as per the Community Charter, sections:

- i. 90 (1) (c) : Labour relations or other employee relations;*
- ii. 90 (1) (k) : Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public;*
- iii. 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*
- iv. 21 (1) (c) (i): The head of a public body must refuse to disclose to an applicant information the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party*
- v. 90 (1) (g) Litigation or potential litigation affecting the regional district.*

CARRIED

The meeting was closed to the public at 3:29 pm.

The meeting was re-opened to the public at 4:08 pm.

18. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolution from the in-camera portion of the Board of Directors meeting was reported out in open meeting:

THAT the ACRD Board of Directors approve the extension of the Asset Management Implementation Coordinator position from January 1, 2021 to April 30, 2021 at an approximate cost, including benefits, of \$32,500.

19. ADJOURN

MOVED: Director Roberts
SECONDED: Director McNabb

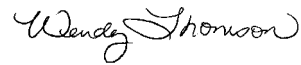
THAT this meeting be adjourned at 4:09 pm

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services