



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, JUNE 24 2020, 1:30 PM

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

DIRECTORS

PRESENT:

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
Josie Osborne, Vice-Chairperson, Mayor, District of Tofino
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
Debbie Haggard, Councillor, City of Port Alberni
Rachelle Cole, Councillor, District of Ucluelet
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Kirsten Johnsen, Member of Council, Toquaht Nation
Alan McCarthy, Member of Legislature, Yuułuʔiłʔatḥ Government

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning and Development
Rob Williams, General Manager of Environmental Services
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Heather Zenner, Protective Services Manager
Amy Anaka, Planner

The meeting can be viewed on the Alberni-Clayoquot Regional District website at <https://www.acrd.bc.ca/events/10-6-2020/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 1:31 pm.

The Chairperson recognized the meeting this afternoon is being held throughout the Nuu-chah-nulth territories.

2. APPROVAL OF AGENDA

MOVED: Director Cootes
SECONDED: Director Shannon

THAT the agenda be approved as circulated with the addition of the following late items:

- 8(j) Added Material – Request for Decision Local Government Meetings & Bylaw Process – (COVID-19) Minister Order*
- 9 (1) (a) Correspondence J. Adams re: Application AB20001*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – June 10, 2020

MOVED: Director McNabb
SECONDED: Director Cootes

THAT the minutes of the Board of Directors meeting held on June 10, 2020 be adopted.

CARRIED

b. Alberni Valley and Bamfield Services Committee Meeting – June 17, 2020

MOVED: Director McNabb
SECONDED: Director Haggard

THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on June 17, 2020 be adopted.

CARRIED

Director Minions entered the meeting at 1:34 pm

c. COVID-19 Community Recovery Team (CRT) Meeting – June 17, 2020

MOVED: Director McNabb
SECONDED: Director Osborne

THAT the minutes of the COVID-19 CRT meeting held on June 17, 2020 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

Director Roberts entered the meeting at 1:40 pm
Director Bodnar entered the meeting at 1:42 pm

a. Mr. Larry Stevenson, CEO, Mr. Ken McRae, Director, representing ACRD, Island Corridor Foundation, update presentation

The delegation provided an update on the activities of the Island Corridor Foundation. The Province is waiting on the release of the South Island Transportation Strategy Study. The study will only deal with Duncan south with a focus on a commuter service in the Landford Victoria Corridor.

MOVED: Director Shannon
SECONDED: Director McNabb

THAT the ACRD Board of Directors receive the presentation.

CARRIED

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. ISLAND COASTAL ECONOMIC TRUST

Gold River Central Attraction Hub to Encourage Visitation
Cultural, Tourism and Hospitality Projects receive new Small Capital Grants

b. UNION OF BRITISH COLUMBIA MUNICIPALITIES

2019 Community Child Care Planning Program (Collaborative Child Care Planning Across Alberni-Clayoquot: A Child Care Needs Assessment for the ACRD 2019)

Completion of Community Wildfire Protection Plan Project (SWPI-807: Alberni Valley, ACRD Area A & Region CWPP Update, 2017)

Gas Tax Agreement Community Works Fund Payment

c. CITY OF ROSSLAND

City of Rossland Resolution – Global Covenant of mayors for Climate & Energy Change

MOVED: Director Cootes
SECONDED: Director Cote

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Bamfield Volunteer Fire Department Floating Dock and Boat House Contract Award.

MOVED: Director Beckett
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors award the contract for the replacement of the Bamfield Volunteer Fire Department Floating Dock and Boat House to Coastal Bridge & Construction Ltd. for the quoted bid price of \$45,034.00 plus taxes.

CARRIED

b. Request for Decision regarding Alberni Valley & Bamfield Waste Asset Management Plan Version 1.

MOVED: Director Cootes
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni Valley & Bamfield Waste Management Asset Management Plan Version 1.

CARRIED

c. Request for Decision regarding ACRD – Apple and Google Developer Account Agreement.

MOVED: Director Haggard
SECONDED: Director Beckett

THAT the Alberni-Clayoquot (ACRD) Board of Directors authorize George Rose, ACRD Manager of Information Technology, to enter into current and subsequent Apple Developer and Google Play Developer Program agreements on behalf of the ACRD which gives ReCollect permission to create and maintain the ACRD Collects app.

CARRIED

d. Request for Decision regarding Alberni Valley Landfill Recycling Depot – Product Care Recycling Agreement.

MOVED: Director McNabb
SECONDED: Director Cootes

THAT the ACRD Board of Directors authorize the Board Chair and CAO to enter into an agreement with Product Care Recycling effective upon signing and ending December 31, 2021 with the option to renew.

CARRIED

e. Request for Decision regarding Alberni Valley Electoral Area Transit Feasibility Study.

MOVED: Director Cootes
SECONDED: Director Haggard

THAT the ACRD Board of Directors direct staff to work with BC Transit on further developing a new rural transit service option for the Alberni Valley.

CARRIED

f. Request for Decision regarding FireSmart Residential Curbside Pickup and Disposal of Yardwaste in the Alberni Valley FireSmart Assessments on Critical Infrastructure in the Alberni Valley.

MOVED: Director McNabb
SECONDED: Director Shannon

THAT the ACRD Board delegate the Chief Administrative Officer authority to enter into contract(s) for FireSmart Residential Curbside Pick-up with a contractor that submits a suitable proposal.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT the ACRD Board delegate the Chief Administrative Officer authority to enter into contract(s) for FireSmart Assessments on Critical Infrastructure.

CARRIED

g. Request for Decision regarding Alberni-Clayoquot Regional District COVID-19 Safety Plan.

MOVED: Director Haggard
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors adopt the ACRD COVID-19 Safety Plan as presented.

CARRIED

h. Request for Decision regarding Alberni-Clayoquot Regional District COVID-19 Playground Policy.

MOVED: Director Shannon
SECONDED: Director Beckett

THAT the ACRD Board of Directors adopt the Alberni-Clayoquot Regional District COVID-19 Playground Policy.

CARRIED

i. Request for Decision regarding Proposed Building Inspection Agreement with Uchucklesaht Tribe.

MOVED: Director Cootes

SECONDED: Director Roberts

THAT the Board of Directors enter into a two (2) year agreement with Uchucklesaht Tribe to provide building inspection services and direct the CAO and Chairperson to sign the attached INSPECTION SERVICES AGREEMENT.

CARRIED

j. LATE REPORT - Request for Decision regarding Local Government Meetings & Bylaw Process – (COVID-19) Minister Order No. 3.

MOVED: Director Shannon

SECONDED: Director Roberts

THAT in accordance with Ministerial Order M192 and to protect the health and safety of staff, elected officials and the public, Alberni-Clayoquot Regional District (ACRD) Board and Committee meetings continue to be held without members of the public in attendance until July 23, 2020, in order for staff to investigate and report back to the ACRD Board of Directors on possible options for safely holding in-person Board and or Committee meetings while adhering to public health officer recommendations and requirements related to the COVID-19 pandemic;

AND FURTHER THAT in the interest of openness, accountability and transparency, ACRD Board and Committee meetings continue to be conducted via Zoom videoconferencing and livestreamed on the ACRD Website.

CARRIED

9. PLANNING MATTERS

9.1 ALL DIRECTORS

a. AB20001, CITY OF PORT ALBERNI, 5633 SMITH ROAD (BEAUFORT)
Non-Farm Use Agricultural Land Reserve Application – Report & Late Correspondence – J. Adams requesting an opportunity to provide input into Application AB20001.

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors support the City of Port Alberni's application for non-farm uses at the McLean Mill National Historic Site and forward the application to the Agricultural Land Commission noting that the uses comply with the Beaufort Official Community Plan and ACRD Zoning Bylaw.

CARRIED

b. ALBERNI VALLEY AGE-FRIENDLY PLAN (ALBERNI VALLEY)

Request for Decision and Staff Presentation
(Appendix A attached separately) A. Anaka, Planner

Ms. Anaka presented the Alberni Valley Age Friendly Plan to the Board of Directors.

MOVED: Director Cote
SECONDED: Director Shannon

THAT the Board of Directors endorse the Alberni Valley Age-Friendly Plan and Appendices as presented, highlighting the vision statement to ensure seniors in the Alberni Valley are included, respected, and supported to age well, and contribute through active participation in their community.

CARRIED

MOVED: Director Cote
SECONDED: Director Cole

THAT the ACRD actively participates, supports, promotes and works toward becoming an age-friendly community through the implementation of the Alberni Valley Age-Friendly Plan, and that Plan implementation be referred to the Board's strategic planning process.

CARRIED

MOVED: Director Cote
SECONDED: Director Cole

THAT the Board of Directors direct staff to explore options to establish a new Age-Friendly Stakeholder Advisory Committee, or partner with an existing established committee.

CARRIED

MOVED: Director Cote
SECONDED: Director Shannon

THAT the Board of Directors direct staff to apply for Age-Friendly BC Community recognition from the Province of BC and BC Healthy Communities.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – July 2020
- b. Building Inspector’s Report – May 2020
- c. Information Report – Update on 3rd Avenue Recycling Depot
- d. Emergency Operations Centre Update – Verbal Update – Protective Services Manager

The Protective Services Manager provided an update on the COVID-19 pandemic. The ACRD Emergency Operations Centre (EOC) remains at level one. The Province has announced they are moving into phase three of BC’s restart plan. This includes the opening of hotels, motels, RV parks, resorts and movie theatres.

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Board of Directors receives the staff reports a-d.

CARRIED

10.2 COMMITTEE REPORTS

- a. Electoral Area Directors Committee Meeting, June 24, 2020 – P. Cote (verbal)

Director Cote reported on the Electoral Area Directors meeting held earlier today. The Committee received Staff reports on the following: Community Works funds projects for 2020, Planning and Development update on rural planning and building inspection services and bylaw options for enforcement and fines – ACRD Bylaw PS1008.

MOVED: Director Shannon

SECONDED: Director Roberts

THAT this verbal report be received.

CARRIED

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb

Director McNabb advised there is a meeting this Friday and will report back at the next Board meeting.

- b. Vancouver Island Regional Library – P. Cote

Director Cote reported the Port Alberni Library is now open, but the Tofino and Ucluelet remain closed at this time.

c. Alberni Valley Chamber of Commerce – S. Minions – No Report

d. Air Quality Council, Port Alberni – D. Bodner – No Report

Director Bodnar the Council is working with Airways Legacy for Health to conduct a survey on the effects of wildfire smoke.

e. West Coast Aquatic Board – J. Osborne – No Report

f. Association of Vancouver Island & Coastal Communities – P. Cote

Director Cote reported the Association met last week and discussed their virtual convention that will be backing onto UBCM. More details to come.

g. Beaver Creek Water Advisory Committee – J. McNabb – No Report

h. West Island Woodlands Advisory Group – J. McNabb

Director McNabb reported on the last meeting. The audit report from Western Forest Products was reviewed by the Group.

i. Other Reports

- **Clayoquot Biosphere Trust – 2019 Annual Report**

MOVED: Director Roberts

SECONDED: Director Shannon

THAT the Board of Directors receive the Member Reports a-i.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

In order to provide the public with an opportunity to ask questions or provide input to the Board of Directors respecting a topic on the agenda, the Regional District set up an email address responses@acrd.bc.ca. The Corporate Officer reported there were no questions or comments received from the public with respect to the meeting today.

14. IN-CAMERA

MOVED: Director Cootes

SECONDED: Director Cote

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

- 90 (1) b) : Personal information about an identifiable individual who is being considered for a regional district award or honour, or who has offered to provide a gift to the regional district on condition of anonymity;*

- ii. 90 (1) (c) . Labour relations or other employee relations;
- iii. 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.

CARRIED

The meeting was closed to the public at 4:05 pm.

The meeting was re-opened to the public at 4:21 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Cote

SECONDED: Director Bodnar

THAT this meeting be adjourned at 4:21 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services