



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 10, 2020, 1:30 PM

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

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- DIRECTORS PRESENT:**
- John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
  - Josie Osborne, Vice-Chair, 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
  - Kirsten Johnsen, Member of Council, Toquaht Nation
  - Alan McCarthy, Member of Legislature, Yuułu?iŋ?ath Government
- STAFF PRESENT:**
- Douglas Holmes, Chief Administrative Officer
  - Teri Fong, Chief Financial Officer
  - Mike Irg, General Manager of Planning and Development
  - Wendy Thomson, General Manager of Administrative Services
  - Heather Zenner, Protective Services Manager
  - Janice Hill, Executive Assistant
  - Alex Dyer, 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 1:30 pm.

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

### 2. **APPROVAL OF AGENDA**

*MOVED: Director Osborne*

*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – May 27, 2020**

*MOVED: Director Roberts*

*SECONDED: Director McCarthy*

*THAT the minutes of the Board of Directors meeting held on May 27, 2020 be adopted.*

**CARRIED**

**b. West Coast Committee Meeting – June 1, 2020**

*MOVED: Director Osborne*

*SECONDED: Director McCarthy*

*THAT the minutes of the West Coast Committee meeting held on June 1, 2020 be adopted.*

**CARRIED**

**c. COVID-19 Community Recovery Team Meeting – June 2, 2020**

*MOVED: Director McCarthy*

*SECONDED: Director Bodnar*

*THAT the minutes of the COVID-19 Community Recover Team meeting held on June 2, 2020 be adopted as amended.*

**CARRIED**

Director Johnsen entered the meeting at 1:35 pm.

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Eric Rochette, Officer In Charge & Sargent Clive Seabrook, Port Alberni RCMP Detachment regarding Quarterly ACRD Policing Report**

Inspector Eric Rochette is the new Officer in Charge for the Port Alberni RCMP Detachment. The Inspector introduced Sargent Clive Seabrook who is here with him today to answer any questions the Board may have. The delegation provided an overview of the first quarter policing report for 2020. Approximately 10 percent of RCMP calls were from the Alberni Valley electoral areas.

- b. **Amira Strain, WildsafeBC Alberni Valley Community Coordinator, presenting an overview on public education plans for limiting human wildlife conflicts and managing attractants.**

Ms. Strain is the new Wildsafe Community Coordinator for the Alberni Valley. She provided an overview of her public education plans for limiting human/wildlife conflicts and managing attractants in the Alberni Valley. Currently she is working on mapping to identify conflict areas in the Valley. Ms. Strain requested Board input into identifying areas of concern.

*MOVED: Director Shannon*

*SECONDED: Director McCarthy*

*THAT the ACRD Board of Directors receive the presentations.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **FROM ISLAND COASTAL ECONOMIC TRUST**  
Request for Stage 2 Application Extension for West Coast Multi-Path Extension Project
- b. **FROM ISLAND COASTAL ECONOMIC TRUST**  
New Small Capital Funding Stream to Support Innovative Solutions
- c. **FROM THE HABITAT CONSERVATION TRUST FOUNDATION**  
Funding Announcement

*MOVED: Director Shannon*

*SECONDED: Director McNabb*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Bylaw Notice Enforcement Bylaw PS1008 and Dispute Adjudication System**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT the Board of Directors confirm the inclusion of the Bylaws in Schedule "A" of PS1008 and the effective date of the Bylaw as August 1, 2020.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Cole*

*THAT the Board of Directors give first reading to Bylaw No. PS1008 cited as 'Bylaw Notice Enforcement Bylaw, 2020, Bylaw No. PS1008.'*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT the Board of Directors give second reading to Bylaw No. PS1008 cited as 'Bylaw Notice Enforcement Bylaw, 2020, Bylaw No. PS1008.'*

**CARRIED**

*MOVED: Director Cole*  
*SECONDED: Director Cote*

*THAT the Board of Directors give third reading to Bylaw No. PS1008 cited as 'Bylaw Notice Enforcement Bylaw, 2020, Bylaw No. PS1008.'*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Bodnar*

*THAT the Board of Directors adopt Bylaw No. PS1008 cited as 'Bylaw Notice Enforcement Bylaw, 2020, Bylaw No. PS1008.'*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director McNabb*

*THAT the Board of Directors endorse the proposed public notification strategy outlined in Appendix "A" of this report.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors instruct staff to bring back more information to the June 24<sup>th</sup> Electoral Area Directors meeting on other possible regulatory bylaws which could be enforced through Bylaw PS1008.*

**CARRIED**

**b. Request for Decision regarding Bylaw R1021-7 West Coast Curbside Collection Rates**

*MOVED: Director Roberts*  
*SECONDED: Director Osborne*

*THAT the ACRD Board of Directors give first reading to the bylaw cited as "Bylaw No. R1021-7, Garbage and Recycling Materials Collection Amendment, 2020".*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Osborne*

*THAT the ACRD Board of Directors give second reading to the bylaw cited as "Bylaw No. R1021-7, Garbage and Recycling Materials Collection Amendment, 2020".*

**CARRIED**

*MOVED: Director Johnsen*  
*SECONDED: Director Bodnar*

*THAT the ACRD Board of Directors give third reading to the bylaw cited as "Bylaw No. R1021-7, Garbage and Recycling Materials Collection Amendment, 2020".*

**CARRIED**

*MOVED: Director Johnsen*  
*SECONDED: Director Roberts*

*THAT the ACRD Board of Directors adopt the bylaw cited as "Bylaw No. R1021-7, Garbage and Recycling Materials Collection Amendment, 2020".*

**CARRIED**

**c. Request for Decision regarding Tin Wis Best Western – Letter for Consideration re: WCLF Fee Reduction**

*MOVED: Director Roberts*  
*SECONDED: Director McCarthy*

*THAT the ACRD Board of Directors approve reducing the charges for the mixed load delivered to the West Coast Landfill dated March 11, 2020 from \$2,200 to \$1,100.*

**CARRIED**

**d. Request for Decision regarding West Coast Transit Service**

*MOVED: Director Osborne*  
*SECONDED: Director Cole*

*THAT the ACRD Board of Directors approve the BC Transit Service Plan for the West Coast Transit Service.*

**CARRIED**

**e. Request for Decision regarding Invitation - BC Transit & TransLink Communities Meetings – June 16, 2020**

*MOVED: Director Shannon*  
*SECONDED: Director Haggard*

*THAT the ACRD Board of Directors appoint Director Cote to attend the UBCM meeting for all BC Transit and TransLink communities on Tuesday, June 16th from 2:30 – 4:00 pm via Zoom meeting.*

**CARRIED**

**f. Request for Decision regarding Long Beach Airport Food Production Proposal**

*MOVED: Director Roberts*  
*SECONDED: Director Osborne*

*THAT the ACRD Board of Directors approve that the Long Beach Airport Food Production Proposal be added to the 2020 ACRD Work Plan for further review and consideration.*

**CARRIED**

**g. Request for Decision regarding Location Change - June Board Meeting Scheduled for Long Beach – COVID-19**

*MOVED: Director Cote*  
*SECONDED: Director Cole*

*THAT in order to continue physical distancing practices and protect the health, safety and wellbeing of ACRD directors, staff and the public during the COVID-19 pandemic, the ACRD Board of Directors:*

- a. Approve changing the location of the regular Board of Directors meeting on June 24, 2020 scheduled to be held in the Long Beach area, to be held via Zoom video/phone conferencing, and;*
- b. Confirm that all ACRD Board and Committee meetings will continue to be held via Zoom video/phone conferencing during the COVID-19 pandemic.*

**CARRIED**

**h. Request for Decision regarding ACRD Emergency Notification System**

*MOVED: Director Haggard*

*SECONDED: Director Osborne*

*THAT the ACRD Board of Directors authorize the Chief Administrative Officer to enter an annual service subscription with Voyent Alert for emergency notifications for the Alberni Valley and Bamfield areas.*

**CARRIED**

The meeting recess at 2:54 pm

The meeting re-convened at 3:00 pm

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS AND TOFINO**

**a. PUBLIC HEARING PROCEDURES DURING COVID-19**

Request for Decision

*MOVED: Director Shannon*

*SECONDED: Director McNabb*

*THAT the Board of Directors direct staff to develop procedures for a hybrid electronic public hearing process with remote applicant and public participation and in-person staff and chairperson participation.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

**a. Emergency Operation Centre Update – verbal report – Heather Zenner**

**b. Long Beach Airport Financial Update – Teri Fong**

**c. 2019 West Coast Landfill Annual Reports – May 2020**

*MOVED: Director Beckett*

*SECONDED: Director Shannon*

*THAT staff reports a-c be received for information.*

**CARRIED**

**10.2 COMMITTEE REPORTS**

**10.3 OTHER REPORTS**

**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](mailto: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. RECESS**

*MOVED: Director Shannon*

*SECONDED: Director Bodnar*

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

**CARRIED**

The meeting was recessed at 3:26 pm

**15. RECONVENE**

The meeting was reconvened at 3:35 pm

**16. IN-CAMERA**

*MOVED: Director Shannon*

*SECONDED: Director McNabb*

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

- i. 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;*
  - 21 (1) (c) (i) of FOIPPA: 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;*
  - 21 (1) (c) (iii) of FOIPPA: the head of a public body must refuse to disclose to an applicant information the disclosure of which could reasonably be*

*expected to result in undue financial loss or gain to any person or organization;*

- ii. *90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

**CARRIED**

The meeting was closed to the public at 3:36 pm.

The meeting was re-opened to the public at 4:04 pm.

## **17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

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

*The ACRD Board of Directors approved cancelling the diversion spotter at the West Coast Landfill.*

*The ACRD Board of Directors approved closing the West Coast Landfill on Saturdays and changing the operating hours Wednesday to 12pm to 6pm.*

*The ACRD Board of Directors approved reducing the frequency of environmental monitoring as per the 2019 West Coast Annual Landfill Report.*

## **18. ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director Osborne*

*THAT this meeting be adjourned at 4:04 pm.*

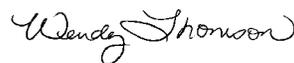
**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Wendy Thomson,  
General Manager of Administrative Services