



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 13, 2020, 1:30 PM

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

DIRECTORS

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation

PRESENT:

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

REGRETS:

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
Charlie Starratt, Regional Fire Services Manager
Heather Zenner, Protective Services Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at <https://www.acrd.bc.ca/events/6-5-2020/>.

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 McNabb

SECONDED: Director Haggard

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – April 22, 2020

MOVED: Director Cootes

SECONDED: Director Shannon

THAT the minutes of the Board of Directors meeting held on April 22, 2020 be adopted.

CARRIED

b. Bamfield Water Committee Meeting – April 27, 2020

MOVED: Director Beckett

SECONDED: Director Cote

THAT the minutes of the Bamfield Water Committee meeting held on April 27, 2020 be adopted.

CARRIED

c. Alberni Valley & Bamfield Service Committee Meeting – May 6, 2020

MOVED: Director McNabb

SECONDED: Director Roberts

THAT the minutes of the Alberni Valley & Bamfield Service Committee meeting held on May 6, 2020 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. WILDSAFE BC

The Bears Are Back in Town

b. LAKE COUNTRY

Copy of letter to Federal Minister of Finance regarding interest charged on deferred mortgage payments

c. CITY OF NORTH VANCOUVER

Copy of letter to Minister of Municipal Affairs and Housing regarding the Provincial Property Tax Deferral Program and the current eligibility stipulations

MOVED: Director Cote

SECONDED: Director Roberts

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding General Government Asset Management Plan Version 1

MOVED: Director Cote

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the General Government Asset Management Plan Version 1.

CARRIED

b. Request for Decision regarding Beaver Creek Volunteer Fire Department Asset Management Plan Version 1

MOVED: Director Cote

SECONDED: Director Bodnar

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Beaver Creek Volunteer Fire Department Asset Management Plan Version 1.

CARRIED

c. Request for Decision regarding Creation of COVID-19 Community Recovery Team (Committee) & Terms of Reference Approval

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors establish a standing committee called the COVID-19 Community Recovery Team (CRT) and approve the Terms of Reference for the CRT as presented with an amendment to section 6 – Quorum is four or more of Committee members.

CARRIED

d. Request for Decision regarding Alberni Valley Regional Airport Advisory Committee – Amendment to Terms of Reference & Appointment

MOVED: Director Roberts
SECONDED: Director Shannon

THAT the ACRD Board of Directors approve the amended terms of reference as presented for the Alberni Valley Regional Airport Advisory Committee, which includes representation from the Uchucklesaht Tribe Government on the Committee.

CARRIED

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Wilfred Cootes to the Alberni Valley Regional Airport Advisory Committee for a two-year term.

CARRIED

e. Request for Decision regarding Bamfield Water System Rates and Regulation Bylaw

MOVED: Director Beckett
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to bylaw cited as “F1147 Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020”.

CARRIED

MOVED: Director Beckett
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to bylaw cited as “F1147 Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020”.

CARRIED

MOVED: Director Beckett
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors give third

reading to bylaw cited as "F1147 Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020".

CARRIED

*MOVED: Director Beckett
SECONDED: Director McNabb*

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "F1147 Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020".

CARRIED

f. Request for Decision regarding Yard Waste Tipping Fees Bylaw Amendment R1029-2

*MOVED: Director Beckett
SECONDED: Director Roberts*

THAT the ACRD Board of Directors give first reading to the bylaw cited as "Alberni Valley Landfill Tipping Fee and Regulation Amendment No. R1029-2, 2020".

CARRIED

*MOVED: Director Beckett
SECONDED: Director Bodnar*

THAT the ACRD Board of Directors give second reading to the bylaw cited as "Alberni Valley Landfill Tipping Fee and Regulation Amendment No. R1029-2, 2020".

CARRIED

*MOVED: Director Beckett
SECONDED: Director Shannon*

THAT the ACRD Board of Directors give third reading to the bylaw cited as "Alberni Valley Landfill Tipping Fee and Regulation Amendment No. R1029-2, 2020".

CARRIED

*MOVED: Director Beckett
SECONDED: Director Roberts*

THAT the ACRD Board of Directors adopt the bylaw cited as "Alberni Valley Landfill Tipping Fee and Regulation Amendment No. R1029-2, 2020".

CARRIED

g. Request for Decision regarding Sproat Lake Water Access and Marine Patrol Program

MOVED: Director McNabb
SECONDED: Director Roberts

THAT the ACRD Board of Directors approve that the 2020 Sproat Lake Marine Patrol Program be suspended until 2021 or when it can be safely delivered.

CARRIED

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

MOVED: Director Cote
SECONDED: Director McNabb

THAT this report be referred to the Electoral Area Directors Committee for further investigation.

DEFEATED

MOVED: Director Haggard
SECONDED: Director Cote

THAT the ACRD Board of Directors direct staff to work with BC Transit to include a new Sproat Lake to Walmart transit route in the 3-year Transit Improvement Plan for further consideration.

DEFEATED

MOVED: Director McNabb
SECONDED: Director Minions

THAT the ACRD Board of Directors refer the Alberni Valley Electoral Area Transit Feasibility Study to the next Alberni Valley & Bamfield Services Committee for further discussion on the Sproat Lake transit routes and routes within the Alberni Valley.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. DVD20003, COULSON, 10057 COULSON PLACE (SPROAT LAKE)
Development Variance Permit Application – Report

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Board of Directors:

Consider issuing development variance permit DVD20003, subject to neighbouring properties being notified as per Local Government Act s.499; and

Refer this application to the Sproat Lake Advisory Planning Commission prior to making a decision, to issue or deny the permit, at a subsequent Board meeting.

CARRIED

9.2 ELECTORAL AREA DIRECTORS AND TOFINO

a. ADVISORY PLANNING COMMISSION MEETINGS AND PUBLIC HEARINGS DURING THE COVID-19 PROVINCIAL STATE OF EMERGENCY

Request for Decision

MOVED: Director Roberts

SECONDED: Director Cote

THAT the ACRD Board of Directors direct staff to refer development applications to Electoral Area APCs and hold electronic meetings in accordance with Ministerial Order M139.

CARRIED

9.3 ALL DIRECTORS

a. COUNCIL FOR AGRICULTURAL WATER SUPPLY PROJECT

Request for Decision

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Board of Directors authorize the CAO to execute a grant agreement with the Real Estate Foundation of BC to engage in the Council for Agricultural Water Supply Project.

CARRIED

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Board of Directors authorize staff to advertise a Request for Proposals to seek a qualified contractor to coordinate the Project.

CARRIED

b. LIDAR DATA USE LICENSE AGREEMENT

Request for Decision

MOVED: Director Osborne

SECONDED: Director Roberts

THAT the Board of Directors authorize the CAO to execute the Data Use License Agreement between the ACRD and the Province of BC.

CARRIED

The meeting recessed at 3:35 pm

The meeting re-convened at 4:45 pm

10. REPORTS

10.1 STAFF REPORTS

- a. **2019 Alberni-Clayoquot Regional District Fire Services Annual Report – H. Zenner**
- b. **BC Transit Update – May 2020 – R. Williams**
- c. **Alberni Valley Waste Reduction Facebook Page –May 2020 – AV & Bamfield Committee Report**
- d. **2019 Alberni Valley Landfill Annual Reports – May 2020, AV & Bamfield Committee Report (reports attached separately)**

MOVED: Director Osborne

SECONDED: Director Cote

THAT the above reports be received staff reports a to d for information.

CARRIED

10.2 COMMITTEE REPORTS

- a. **Dry Dock Committee Update Report – D. Haggard**

MOVED: Director Shannon

SECONDED: Director McNabb

THAT this report be received.

CARRIED

10.3 OTHER REPORTS

- a. **Port Alberni Port Authority Quarterly Update – April 2020**

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT this report be received.

CARRIED

11. UNFINISHED BUSINESS

Director Roberts reported the District of Ucluelet has instituted a Tsunami warning system and will be conducting testing on Wednesday, May 20th at 9:30 am.

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. RECESS

MOVED: Director Cootes

SECONDED: Director Cote

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

CARRIED

The meeting was recessed at 3:51 pm

15. RECONVENE

The meeting was reconvened at 4:04 pm

16. IN-CAMERA

MOVED: Director Cootes

SECONDED: Director Shannon

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

- i. 90 (1) (a) : personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;*
- ii. 90 (1) (c) Labour relations or other employee relations;*
- iii. 90 (1) (f) Law enforcement, if the board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*
- iv. 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 21 (1) (a) (ii) the*

- head of a public body must refuse to disclose to an applicant information that would reveal commercial, financial, labour relations, scientific or technical information of or about a third party;*
- v *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;*
 - vi. *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;*
 - vii. *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 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.*

CARRIED

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

The meeting was re-opened to the public at 4:50 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The following resolutions passed at the in-camera session were reported out in open meeting:

The ACRD Board of Directors authorized the purchase of a 1-tonne pick-up truck from Steve Marshall Ford for the purchase price of \$41,329.70 excluding GST.

The ACRD Board of Directors approved the re-appointment of Phil Lavoie as the Fire Chief of the Bamfield Volunteer Fire Department for a three (3) year term.

The ACRD Board of Directors approved the deferral of Long Beach Airport lease payments interest free for April, May, June, July and August 2020; AND all deferred Long Beach Airport lease payments be paid by September 1st, 2020.

18. ADJOURN

MOVED: Director McNabb

SECONDED: Director Cote

THAT this meeting be adjourned at 4:50 pm

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services