



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 9, 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-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)
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?if?ath Government
- REGRETS:** Sharie Minions, Mayor, City of Port Alberni
- STAFF PRESENT:** Wendy Thomson, General Manager of Administrative Services
Teri Fong, Chief Financial Officer
Alex Dyer, Acting General Manager of Planning and Development
Jenny Brunn, Acting General Manager of Community Services
Janice Hill, Executive Assistant
George Rose, Manager of Information Technology
Heather Zenner, Protective Services Manager

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

<https://www.acrd.bc.ca/events/9-9-2020/>

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 1:32 pm.

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

2. **APPROVAL OF AGENDA**

MOVED: Director Cote

SECONDED: Director Cootes

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

- *Correction on Voting - Section 9.1 (a) Clayoquot Wilderness Resort - Electoral Area Directors and Tofino voting;*
- *Additional Reasons to go in-camera under Section 16 as per the Community Charter CC Sec. 90 (1) (j) and Sec. 21 (1) (a) (ii) of FOIPPA.*

CARRIED

3. DECLARATIONS

Chairperson Jack declared a conflict of interest with respect to agenda items 5 (c) Huu-ay-aht First Nation & Western Forest Product delegation and item 8 (a) Request for Decision – Proposed Transfer of Tree Farm Licence 44.

Director Haggard declared a conflict of interest with respect to agenda item 5 (a) Alberni Golf Club delegation.

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – August 26, 2020

MOVED: Director Cote

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on August 26, 2020 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

Director Haggard left the meeting at 1:35 pm due to a conflict of interest.

a. Mr. Ken Sanders, President, Alberni Golf Club, regarding 2021 Property Tax Exemption Request

The delegation provided an update on Club activities and discussed impacts from the COVID-19 pandemic and implemented protocols. Mr. Sander thanked the Board for their ongoing support and requested the Board to consider granting the Club a tax exemption for 2021.

Director Haggard re-entered the meeting at 1:43 pm.

b. Ms. Samantha Charlton, BC Agriculture & Food Climate Action Initiative, regarding the ACRD's involvement with the development of the Vancouver Island Regional Strategies.

The delegation introduced the climate action initiative and an overview of the Regional District's involvement. Ms. Charlton provided an overview of the Vancouver Island Regional Adaptation Strategies. For more information visit their website at www.bcagclimateaction.ca

The Chairperson left the meeting at 2:06 pm due to a conflict of interest. The Vice-Chairperson assumed the Chair.

- c. **Nathan Hume, Legal Advisory, Huu-ah-aht First Nation regarding the tentative agreement between the above parties to transfer a portion of TFL 44 from Western Forest Products to the Huu-ay-aht First Nation.**

The delegation provided an overview of the tentative agreement to transfer a portion of TFL 44 from Western Forest Products to the Huu-ay-aht First Nation. Mr. Hume summarized benefits to the Alberni Valley economy including employment. They are seeking a formal letter of support of the agreement from the Regional District Board to the Provincial Government.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST**
Revitalizing Lantzville's Commercial Core Through Redevelopment

MOVED: Director Shannon

SECONDED: Director McNabb

THAT the Board of Directors receive this item for information.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Proposed Transfer of Tree Farm Licence 44**

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the ACRD Board of Directors support the proposed transfer of Tree Farm Licence 44, providing Huumiis Ventures Limited Partnership a 51% ownership of Tree Farm Licence 44 Limited Partnership, and Western Forest Products Inc. a 49% ownership of Tree Farm Licence 44 Limited Partnership.

CARRIED

The Chairperson re-entered the meeting at 2:24 pm and re-assumed the Chair.

e. Request for Decision regarding Methods for holding ACRD Board and Committee Meetings during the COVID-19 Pandemic.

MOVED: Director Shannon

SECONDED: Director Haggard

THAT, despite Bylaw A1075, Alberni-Clayoquot Regional District (ACRD) Board of Directors Procedures Bylaw and the Terms of Reference for ACRD Committees, authorization be given to Board and Committee Chairs and Vice-Chairs to consult with the Corporate Officer to determine the method for holding Board and Committee meetings during the COVID-19 pandemic while adhering to public health order requirements and Minister Order 192 as follows:

- Full Zoom Meetings, or;*
- Hybrid meetings, or;*
- In-person meetings.*

CARRIED

b. Request for Decision regarding Port Alberni Maker Space – Letter of Support

MOVED: Director Cote

SECONDED: Director Johnsen

THAT the ACRD Board of Directors approve a letter of support for the Port Alberni Maker Space's grant application to the Project Based Labour Market Training Program under Work BC Employment Services for the interior upgrades for the leased area of the upstairs of 3rd Avenue Recycling Depot.

CARRIED

c. Request for Decision regarding Update on the Bamfield Free Tipping Fee Pilot Program

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors extend the Bamfield Tipping Free Pilot program until September 30, 2021.

CARRIED

d. Request for Decision regarding Bylaw R1029-3 Tipping fee for Commercial Mixed Recycling at the Alberni Valley Landfill

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020.

CARRIED

*MOVED: Director McNabb
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020.

CARRIED

*MOVED: Director McNabb
SECONDED: Director Shannon*

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020.

CARRIED

*MOVED: Director McNabb
SECONDED: Director Bodnar*

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1029-3, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2020.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS & TOFINO

- a. RC19003, CLAYOQUOT WILDERNESS RESORT LTD, LOT 694, BEDWELL SOUND (LONG BEACH)**
Rezoning Application – Memorandum and Bylaws P1394 and P1395

*MOVED: Director Roberts
SECONDED: Director McNabb*

THAT Bylaw P1394, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be adopted.

CARRIED

MOVED: Director Roberts

SECONDED: Director Cote

THAT Bylaw P1395, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.

CARRIED

- b. DVD20005, COULSON, 10067 COULSON PLACE (SPROAT LAKE)**
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Cote

SECONDED: Director Bodnar

THAT the Board of Directors issue development variance permit DVD20005.

CARRIED

- c. DVE20004, ZDEBIAK, 6572 HILLS ROAD (BEAVER CREEK)**
Development Variance Permit Application – Report

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT the Board of Directors consider issuing development variance permit DVE20004, subject to neighbouring properties being notified as per Local Government Act s.499.

CARRIED

9.2 ELECTORAL AREA DIRECTORS AND TOFINO

- a. ZONING BYLAW REVIEW PROJECT UPDATE (ALL AREAS)**
Memorandum

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors receive the Zoning Bylaw Review Project Update report.

CARRIED

9.3 ALL DIRECTORS

- a. LETTER OF SUPPORT FOR SCHOOL DISTRICT 70 SCHOOL GARDEN PROGRAMS (ALL AREAS)**
Memorandum

MOVED: Director Shannon

SECONDED: Director Roberts

THAT the Board of Directors write a letter to School District 70 sharing information about the ACRD's agricultural initiatives and offering support and encouragement for the School District's involvement with school garden programs.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – October 2020**
- b. Building Report – August 2020**
- c. Emergency Operations Centre Update – verbal report
– Heather Zenner**

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Board of Directors receives the Staff Reports a-c.

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. 9-1-1 Corporation – J. McNabb**

Director McNabb reported the Corporation will be holding a strategy meeting in October.

- b. Vancouver Island Regional Library – P. Cote**

Director Cote reported that libraries continue to re-open and provide more services.

- c. Alberni Valley Chamber of Commerce – S. Minions**

Director Haggard reported the Chamber is working hard to make McLean's Mill a success. She encouraged Directors to visit the gift shop at the Mill.

- d. Air Quality Council, Port Alberni – D. Bodnar – No Report**

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

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

Director Cote reported information on registration for the AVICC Annual General Meeting was sent out yesterday. She encouraged Directors to sign up to attend and vote for the Executive.

g. Beaver Creek Water Advisory Committee – J. McNabb

Director McNabb reported the Lamarque Road watermain project is moving along.

h. West Island Woodlands Advisory Group – J. McNabb – No Report

i. Agricultural Development Committee – T. Shannon/P. Cote

Director Cote reported there is a meeting next week. Director Shannon reminded Directors that the Alberni District Fall Fair has gone virtual and encouraged Directors to purchase raffle tickets online.

j. Other Reports – None

MOVED: Director Roberts

SECONDED: Director McNabb

THAT the Board of Directors receives the Member Reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

Questions/Comments from the public attending the meeting via Zoom webinar. The Corporate Officer advised there were no questions from the public.

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 Cote

SECONDED: Director Roberts

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

CARRIED

The meeting was recessed at 3:25 pm

15. RECONVENE

The meeting was reconvened at 3:38 pm

16. IN-CAMERA

MOVED: Director Shannon

SECONDED: Director McNabb

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

- 90 (1) (g): litigation or potential litigation affecting the regional district*
- Sec. 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*
- Sec. 21 (1) (a) (ii) of Freedom of Information and Protection of Privacy Act – information that would reveal commercial, financial, labour relations, scientific or technical information of or about a third party*

CARRIED

The meeting was closed to the public at 3:39 pm.

The meeting was re-opened to the public at 4:06 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

The Alberni-Clayoquot Regional District Board of Directors awarded the Bamfield Solid Waste Hauling Contract to Waste Management of Canada Corp for the annual contract value of \$56,769.29 plus GST for a three (3) year term.

The Alberni-Clayoquot Regional District Board of Directors approved entering into a contract with Questica Software Inc for implementing budgeting software for the price of \$81,099 plus taxes.

18. ADJOURN

MOVED: Director Roberts

SECONDED: Director Shannon

THAT this meeting be adjourned at 4:06 pm

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services