



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 25, 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
John McNabb, Vice-Chairperson, 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)
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Kirsten Johnsen, Member of Council, Toquaht Nation
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning and Development
Jenny Brunn, Interim General Manager of Community Services
Heather Zenner, Protective Services Manager
Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/25-11-2020/>

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.

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

2. **APPROVAL OF AGENDA**

MOVED: Director McNabb
SECONDED: Director Cole

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 12, 2020

MOVED: Director Shannon
SECONDED: Director Beckett

THAT the minutes of the Board of Directors Meeting held on November 12, 2020 be adopted.

CARRIED

b. Beaver Creek Water Advisory Committee Meeting – November 18, 2020

MOVED: Director McNabb
SECONDED: Director McCarthy

THAT the minutes of the Beaver Creek Water Advisory Committee Meeting held on November 18, 2020 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ms. Amira Strain - Alberni Valley Community Coordinator, Marianne Paquette - Hitacu-Macoah Community Coordinator, Bob Hansen – Pacific Rim Coordinator, and Mandy Ross – Bamfield Coordinator for WildSafeBC regarding the end of the season report.

The delegates each provided information and stats from the WildSafe BC Program on the number of recorded interactions between wildlife and humans throughout various locations of the ACRD in 2020. Reports of interactions with bears was down, interactions with cougars were up and interactions with wolves were a down. They also provided an update on their program activities during 2020. The Wildlife Alert Reporting Program (WARP) is a program developed by WildSafe BC. This program also allows the public to see what wildlife has been reported in their neighborhood and be alerted of new sightings. to enable the public to view reports of wildlife in BC.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST**
Shawnigan Lake Museum Expansion to Boost Visitation and Expand Cultural Heritage
- b. **ISLAND COASTAL ECONOMIC TRUST**
Plan to Attract Home-Based Knowledge Workers to North Island Set in Motion
- c. **BREAD OF LIFE**
Thank-you Letter
- d. **VANCOUVER ISLAND ECONOMIC ALLIANCE**
State of the Island Economic Report 2019

MOVED: Director Shannon

SECONDED: Director Bodnar

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Boundary Extension – Beaver Creek Water System Local Service Area**

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1054-1, Beaver Creek Water System Local Service Area Amendment, 2020.

CARRIED

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1054-1, Beaver Creek Water System Local Service Area Amendment, 2020.

CARRIED

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board give third reading to Bylaw E1054-1, Beaver Creek Water Local Service Area Amendment, 2020.

CARRIED

b. Request for Decision regarding AVRA – Public Request to Lease Lot #9

MOVED: Director Cote
SECONDED: Director Bodnar

THAT the ACRD Board of Directors approve entering into a (3) three-year lease agreement with Formula Photographic Inc. for lot # 9 at the Alberni Valley Regional Airport (AVRA) effective January 1st, 2021 to December 31st, 2024 at a rate of \$1529.78 per year plus applicable taxes and yearly BC CPI increases.

CARRIED

c. Request for Decision regarding AVRA – Public Request to Lease Lot #18 & #19

MOVED: Director Cote
SECONDED: Director Haggard

THAT the ACRD Board of Directors approve entering into a (3) three-year lease agreement with Dan Newnham for lot #18 & #19 at the Alberni Valley Regional Airport (AVRA) effective January 1st, 2021 to December 31st, 2024 at a rate of \$3084.28 per year plus applicable taxes and yearly BC CPI increases.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. DVA20006, DOMBI-SAHI, 422 BURLO ISLAND (BAMFIELD)
Development Variance Permit Application – Report

MOVED: Director Beckett
SECONDED: Director Roberts

THAT the Board of Directors consider issuing development variance permit DVA20006, subject to:

Confirmation from the Province of BC that the conditions in Restrictive Covenant ET78675 have been satisfied.

Substantive restoration and planting of the cleared portions of the development permit area, as outlined in the biologist's report, be undertaken prior to the Board making a final decision on this variance.

Neighbouring properties being notified as per Local Government Act s.499.

CARRIED

b. DVC20007, LAING, 1150 SIXTH AVENUE, SALMON BEACH (LONG BEACH)
Development Variance Permit Application – Report

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the Board of Directors consider issuing development variance permit DVC20007 subject to:

Removing the attached covered porch from the storage building.

Neighbouring properties being notified as per Local Government Act s.499.

CARRIED

c. TUP20003, LANE, 212 ALBION CRESCENT, MILLSTREAM (LONG BEACH)
Temporary Use Permit Application – Report

MOVED: Director Roberts
SECONDED: Director Cote

THAT the Board of Directors consider issuing Temporary Use Permit TUP20003 subject to neighbour notification as per Local Government Act s.494.

CARRIED

9.2 ALL DIRECTORS

a. AMEND UBCM HOUSING NEEDS REPORT APPLICATION FOR TOQUAHT NATION (ALL AREAS)
Request for Decision

MOVED: Director Johnsen
SECONDED: Director Roberts

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 Toquaht Nation.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

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

The Protective Services Manager provided an update on 941 COVID cases across the province and the current provincial orders in effect.

MOVED: Director Roberts

SECONDED: Director Bodnar

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

a. 9-1-1 Corporation – J. McNabb

Director McNabb reported that they are reviewing the 2021 budget. ACRD Police calls were 5832 up to September 20, 2020, which is the second highest in the 9-1-1- area. He also mentioned there is work being done on new innovated methods to how 9-1-1- can receive calls in the coming year.

b. Vancouver Island Regional Library – P. Cote

Meeting was held on Saturday, Nov. 21st at which the Administrator announced her retirement in August of 2021. Libraries are all open but four of them. VIRL will be asking to be accredited to be an essential service.

c. Alberni Valley Chamber of Commerce – S. Minions

No Report.

d. Air Quality Council, Port Alberni – D. Bodnar

Director Bodnar provided an update from the meeting held Nov. 5th. Corinne Schiller, from Environment Canada gave a presentation on a project they are working on in collaboration with Prince George University in conducting a small pilot program that utilizes small low-cost sensors.

Environment Canada is looking for Community partners to utilize small low-cost sensors and suggested Port Alberni would be a good place to use more sensors to gather data. Ana Lewis will approach the AAQS and see if there is interest in utilizing some funding to purchase additional sensors.

Wood stove exchange program - recently, there has been 4 vouchers requested for 3 upgrades and one conversion. They continue to discuss how to regulate wood stove emissions.

e. West Coast Aquatic Board – K. Roberts

No report.

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

No report.

- g. Beaver Creek Water Advisory Committee – J. McNabb**
Director McNabb provided an update from the meeting held on Nov. 18th including the Committee’s interest in retaining the McKenzie Road Pump Station.
- h. West Island Woodlands Advisory Group – J. McNabb**
Director McNabb provided an update from the meeting. There was discussion in regards to the old growth forest report from the Province.
- i. Agricultural Development Committee – T. Shannon/P. Cote**
Director Shannon reported that there was no held meeting in November. The meeting will be held December 8th. The Canadian Association of Fairs and Exhibitions awarded the Alberni Fall fair one of the innovation awards on going virtual this year.
- j. Other Reports**
Director Cote reported that she attended the Vancouver Island Coastal Community Climate Action Resiliency Summit and will share her notes with the Directors. Director Cote also reported that she recently met with Mosaic to discuss issues around Sproat Lake. She also met with BC Timber Sales regarding cut blocks in Sproat Lake area.

MOVED: Director Cote
SECONDED: Director Bodnar

THAT the Board of Directors receive 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 Executive Assistant 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 Executive Assistant reported there were no questions or comments received from the public with respect to the meeting today.

14. IN-CAMERA

MOVED: Director Jack
SECONDED: Director Bodnar

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;*
 - 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.*

CARRIED

The meeting was closed to the public at 3:21 pm.

The meeting was re-opened to the public at 4:19 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the Alberni Clayoquot Regional District Board of Directors authorize the Chair and CAO to negotiate and execute a three (3) year term contract with two (2) options to renew for the Processing of Organic Waste in the Alberni Valley to the Earth, Land and Sea Compost Corporation for the estimated annual contract value of \$297,500.

THAT the Alberni Clayoquot Regional District Board of Directors authorize the CAO to negotiate and execute a contract with Rollins Machinery for the supply and distribution of household waste collection carts.

THAT the Alberni Clayoquot Regional District Board of Directors authorize the purchase of carts for phase 1 of the organics diversion project for the contract value of \$1,723,634.

16. ADJOURN

MOVED: Director Roberts

SECONDED: Director Beckett

THAT this meeting be adjourned at 4:19 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Douglas Holmes
Chief Administrative Officer