



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, APRIL 28, 2021, 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:**

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

Ron Paulson, Councillor, City of Port Alberni

Tom Stere, Councillor, District of Tofino

Rachelle Cole, Councillor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### **REGRETS:**

Kirsten Johnsen, Member of Council, Toquaht Nation

### **STAFF PRESENT:**

Douglas Holmes, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Mike Irg, General Manager of Planning and Development

Jenny Brunn, General Manager of Community Services

Heather Zenner, Protective Services Manager

Wendy Thomson, General Manager of Administrative Services

Janice Hill, Executive Assistant

Jason Kevis, Bylaw Enforcement Officer

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

<https://www.acrd.bc.ca/events/28-4-2021/>

### **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 Nuuchah-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 Roberts*  
*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting –April 14, 2021**

*MOVED: Director Bodnar*  
*SECONDED: Director McNabb*

*THAT the minutes of the Board of Directors meeting held on April 14, 2021 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Presentation: Jason Kevis, Bylaw Enforcement Officer, 5 Years of Service – M. Irg, General Manager of Planning & Development.**

The General Manager of Planning & Development recognized Jason Kevis, Bylaw Enforcement Officer for five years of service with the Alberni-Clayoquot Regional District.

**b. Stefan Yancey, Operations Manager, Transportation & Infrastructure, Central Vancouver Island, regarding Highway Issues and Concerns in the Region.**

The delegation provided an update on the following transportation projects within the Alberni-Clayoquot Region: pedestrian safety issues at Cathedral Grove, Highway 4 Angel Rock (on hold), Highway 4 WB passing lane extension (on hold), sections of paving on Highway 4, pedestrian crossing and line marking improvements, highway 4 and Beaver Creek Road.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

**a. CITY OF PENTICTON**

Request for Support from Union of British Columbia Municipalities regarding BC Government's Use of Provincial Paramountcy to Undermine Local Government Bylaws.

- b. DISTRICT OF SOOKE**  
Moratorium on Recreational Wolf Hunting on Vancouver Island
- c. B.C. FERRY AUTHORITY**  
New Appointment to the Board of B.C. Ferry Authority
- d. VANCOUVER ISLAND REGIONAL LIBRARY**  
March 2021 – From the Board Table
- e. FOREST ENHANCEMENT SOCIETY OF BRITISH COLUMBIA**  
Forest Enhancement Society of BC Accomplishments Update Spring 2021
- f. ISLAND COASTAL ECONOMIC TRUST**  
Community Builder Profile
- g. PEACE RIVER REGIONAL DISTRICT**  
Lack of Funding – Invasive Plant Management

Information Item 7 (c) Regional District staff will invite Marc Tremblay, BC Ferry Authority Director for the Central Vancouver Island and Northern Georgia Strait appointment area to meet with the ACRD Board of Directors and provide an update on the services provided by BC Ferries.

Information Item 7 (b) Director Shannon spoke against the District of Oak Bay's request for support from members of the Association of Vancouver Island Coastal Communities for their resolution to place a moratorium on recreational wolf hunting on Vancouver Island. Directors agreed there is not enough information on this request to make an informed decision. This item will be placed on the May 12<sup>th</sup> Committee of the Whole meeting for further discussion. Regional District staff will invite a conservation officer of an expert in this area to attend and speak to this issue.

*MOVED: Director Beckett*

*SECONDED: Director Cole*

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

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. Request for Decision regarding ACRD Open Meetings and Electronic Meetings – COVID-19 Pandemic.**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT in accordance with Ministerial Order M192 and Provincial Health Officer Order on gatherings and events dated December 24, 2020, all Alberni-Clayoquot Regional District*

*(ACRD) open Board and Committee meetings continue to be held virtually without members of the public in attendance in person until May 27, 2021;*

*AND 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 and the public continue to have the opportunity to participate in the Zoom meetings via Zoom Webinar or emailing the ACRD at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca) to provide comments and/or input respecting agenda items;*

*AND FURTHER THAT in the interest of openness, accountability and transparency, ACRD public hearings continue to be conducted via Zoom videoconferencing or other electronic means.*

**CARRIED**

**b. Request for Decision regarding Installation of Traditional Territory acknowledgement signage in Alberni-Clayoquot Regional District public facilities.**

*MOVED: Director Roberts*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to install traditional territory acknowledgement signage in Alberni-Clayoquot Regional District public facilities.*

**CARRIED**

**c. Request for Decision regarding Union of British Columbia Local Government Development Approvals Program Grant Application.**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the application to the Union of BC Municipalities (UBCM) Local Government Development Approvals Program for a \$250,000 grant to implement GIS and a CityView online application portal, supporting building inspection, create web-based mapping, and streamline the development application process.*

**CARRIED**

**d. Request for Decision regarding Alberni-Clayoquot Regional District & Tseshaht First Nation Government to Government Accord.**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the Government-to-Government Accord between the Tseshaht First Nation (TFN) and the ACRD and, acknowledging that the Agreement is a living document, delegate authority to the ACRD Directors on the Protocol Working Group to approve modifications from time to time that are consistent with the spirit and intent of the current agreement.*

**CARRIED**

**e. Request for Decision regarding Alberni Valley Landfill and West Coast Landfill – Pilot Project for Coastal Clean-Up Material Tipping Fee.**

*MOVED: Director Stere*

*SECONDED: Director Cole*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve a 6-month pilot project to receive up to 250 tonnes of coastal clean-up material at the Alberni Valley and West Coast Landfills at a rate of \$175/tonne from Coastal Restorations.*

**CARRIED**

**f. Request for Decision regarding Salmon Beach Sewage Collection Fee Bylaw Amendment.**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.*

**CARRIED**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.*

**CARRIED**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021”.*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Salmon Beach Sewage Collection Fee Amendment Bylaw No. F1076-2, 2021"*

**CARRIED**

Director McCarthy left the meeting at 3:05 pm.

**g. Request for Decision regarding Proposed Amendments to the ACRD Building Bylaw.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "The Building Bylaw No. PS1011, 2021"*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Bodnar*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "The Building Bylaw No. PS1011, 2021"*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to inform the public and advertise the proposed changes to the building bylaw.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors consider third reading and adoption of "The Building Bylaw No. PS1011, 2021" at the May 26, 2021 regular Board meeting.*

**CARRIED**

Director Cootes entered the meeting at 3:18 pm.

## 9. PLANNING MATTERS

### 9.1 ALL DIRECTORS

- a. **AB21001, CITY OF PORT ALBERNI, 5633 SMITH ROAD (BEAUFORT)**  
ALC Exclusion Referral – Report  
Public correspondence Susan Roth [McLean Mill Environmental Review 2019 Attachment](#)

MOVED: Director Shannon

SECONDED: Director Bodnar

*THAT the ACRD Board of Directors defer the staff report and refer application AB21001 to the ACRD Agricultural Advisory Committee for their review.*

**DEFEATED**

MOVED: Director Paulson

SECONDED: Director McNabb

*THAT the Board of Directors notify the Agricultural Land Commission that the ACRD supports the City of Port Alberni's ALC exclusion application for part of LOT A, LOOP FARMS AND DISTRICT LOT 106, ALBERNI DISTRICT, PLAN VIP57991 EXCEPT THAT PART IN PLAN VIP65071, noting that the current zoning is Park and Public Use (P2) District and the Official Community Plan Designation is "Cultural Heritage Site (McLean Mill National Historic Site)".*

**CARRIED**

MOVED: Director Paulson

SECONDED: Director McNabb

*THAT the ACRD Board of Directors apprise the Agricultural Advisory Committee of the Board's decision and provide background on the decision making process respecting application AB21001.*

**CARRIED**

## 10. REPORTS

### 10.1 STAFF REPORTS

- a. **Meeting Schedule – May 2021**  
b. **Building Report – March 2021**  
c. **Emergency Operations Centre Update – verbal report**  
– H. Zenner, Protective Services Manager

MOVED: Director Roberts

SECONDED: Director McNabb

*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. McNab – No Report**
- b. Vancouver Island Regional Library – P. Cote – No Report**
- c. Alberni Valley Chamber of Commerce – S. Minions**

Director Minions reported the Chamber's focus is on McLean's Mill operations. The City of Port Alberni was successful in receiving grant funding through Island Coastal Economic Trust to hire two business support workers. The role of the workers is to contact all businesses in the City and provide support with applying for all of the grants available to businesses affected by COVID. The Chamber will manage these two positions on behalf of the City.

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

Director Bodnar reported on the last Council meeting. They received a report from the Ministry of Environment and Climate Change regarding ozone and particulate matter ratings in the Alberni Valley which has seen a slight change from the red zone to the orange zone. The Regional District & Air Quality Council area working together to introduce burning regulations in the electoral areas. A burning public survey is currently underway. Director Bodnar encouraged everyone to conduct the survey which will be live on the ACRD website until May 12<sup>th</sup>.

- e. West Coast Aquatic Board – T. Stere – No Report**

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

Director Cote reminded Directors the early bird registration deadline for the AVICC Convention is coming up on April 30<sup>th</sup>. The resolutions and executive voting will be done between May 24<sup>th</sup> and 26<sup>th</sup>.

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

- h. West Island Woodlands Advisory Group – J. Jack**

Director McNabb and Chairperson Jack reported on the meeting held on April 8<sup>th</sup>. Western Forest products provided an operational update and provided their 2020 indicator results

- i. Agricultural Development Committee – T. Shannon**

Director Shannon provided an update on the March 30<sup>th</sup> Committee meeting. A presentation was received from Ty James of Blair Consulting regarding the development of local modular infrastructure program. Mr. Mark Smith, Querycx

presented the Tastes Local initiative. There is a meeting tomorrow to discuss the meat regulations and insurance issues.

**j. Other Reports**

*MOVED: Director Cote*

*SECONDED: Director Paulson*

*THAT the Board of Directors receive the Member Reports.*

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments from the public respecting an agenda topic from Zoom webinar attendees or submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

**14. IN-CAMERA**

*MOVED: Director Jack*

*SECONDED: Director Paulson*

*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) (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.**
- iii. 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 4:03 pm.

The meeting was re-opened to the public at 4:24 pm.

**15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Ken Lunde to the Salmon Beach Committee and send a thank you letter to resigned member, Mr. Mike Shorthouse, for his volunteer service on the Salmon Beach Committee.*

*THAT the Board of Directors authorize the CAO to enter into a contract with Tropospheric Measurement Systems Inc. to coordinate the “Council for Agricultural Water Supply and Producer-Led Watershed Data Collection” project with the cost of the contract not to exceed \$40,000 plus GST over a period of two years.*

*THAT the ACRD Board of Directors authorize the CAO to enter into a letter of agreement with the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNROD) for the provision of grading services on Maggie Lake FSR for \$21,250 plus GST annually for a three (3) year term, until April 29th, 2024.*

*THAT the Alberni Clayoquot Regional District Board of Directors authorize the CAO to award the provision of Roll-off Bins for Alberni Valley Upgrades Project to Dormel Containers at the price of \$40,810 excluding taxes.*

**16. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director Cote*

*THAT this meeting be adjourned at 4:24 pm.*

**CARRIED**

Certified Correct:



---

John Jack,  
Chairperson



---

Wendy Thomson,  
General Manager of Administrative Services