



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, AUGUST 25, 2021, 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-Chair, 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
Rachelle Cole, Councillor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Kirsten Johnsen, Member of Council, Toquaht Nation
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:** Teri Fong, Acting Chief Administrative Officer
Tricia Bryant, Acting Chief Financial Officer
Alex Dyer, Planning Manager
Jenny Brunn, General Manager of Community Services
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Brenda Sauve, Environmental Services Coordinator
Charlie Starratt, Regional Fire Services Manager
Paulo Eichelberger, Solid Waste Manager
Hannah Ramsay, Lead Hand, Sproat Lake Marine Patrol
Marlena Locke, Sproat Lake Marine Patrol

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/25-8-2021/>

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 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 Bodnar

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – July 28, 2021

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on July 28, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Presentation:

- **Brenda Sauve, ACRD Environmental Services Coordinator,
- 10 Year Anniversary**

The Board of Directors recognized Brenda Sauve, Environmental Services Coordinator for 10 years of service with the Alberni-Clayoquot Regional District.

b. Mr. Ken Sanders, President, Alberni Golf Club, regarding 2022 Property Tax Exemption Request

Mr. Sanders provided an update on activities of the Club over the past year and requested the Board to consider a property tax exemption for 2022.

c. Hannah Ramsey, Marlena Locke, Sproat Lake Marine Patrol regarding the 2021 Sproat Lake Marine Patrol Program

The delegation presented the 2021 Sproat Lake Marine Patrol Program. The primary role is educating the public on boating safety and assisting the public at the boat launch. This year they implemented a social media program and gained over 435 followers. In

June they conducted a School Outreach Program visiting various elementary schools educating students on boating and marine safety.

6. **CORRESPONDENCE FOR ACTION**

a. **PETITION**

Request to Halt All On-Going Rezoning for Development in The Community Know As “Little Germany” On Central Lake Road

MOVED: Director Cote

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors refer this petition to planning staff to prepare a report with recommendations for consideration by the Board of Directors.

CARRIED

7. **CORRESPONDENCE FOR INFORMATION**

a. **CANADA COMMUNITY-BUILDING FUND OF BC/UNION OF BRITISH COLUMBIA MUNICIPALITIES**

Canada Community-Building Fund/Gas Tax Fund: Community Works Fund Top-up Payment and updated Eligibility Guidelines

b. **FOREST ENHANCEMENT SOCIETY OF BRITISH COLUMBIA**

Forest Enhancement Society of BC Accomplishments Update Summer 2021

c. **MINISTRY OF MUNICIPAL AFFAIRS**

Investing in Canada Infrastructure Program (ICIP) – Environmental Quality (EQ) Program – Project # IG0220- Georgia Falls Watermain Project – Beaver Creek Water System Not Selected for Funding

d. **OFFICE OF THE PRIME MINISTER**

Acknowledgement of Receipt of Correspondence Regarding the Recent Discovery of Unmarked Graves Found Near Former Residential Schools Grounds

e. **ISLAND COASTAL ECONOMIC TRUST**

Sheringham Point Lighthouse Upgrades to Help Expand Visitor Attraction Potential

f. **PORT ALBERNI ASSOCIATION FOR COMMUNITY LIVING**

Thank you for Pathways Clubhouse Grant-in-aid

g. **HABITAT CONSERVATION TRUST FOUNDATION/FOREST ENHANCEMENT SOCIETY OF BRITISH COLUMBIA**

Roosevelt Elk Habitat Project on Vancouver Island Receives Part of \$9.3 Million in Funding

h. **THE COUNCIL OF CANADIANS ‘FISH FARMS OUT OF COASTAL WATERS’**

Council of Canadians Supports Getting Fish Farms Out of Coastal Waters Onto Land

- i. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
2021 Local Government Development Approvals Program – Review of Application
- j. **WOOD WORKS! A CANADIAN WOOD COUNCIL PROGRAM**
North American Wood Design Awards Book (book held in office)
- k. **CLAYOQUOT BIOSPHERE TRUST**
Annual Report

MOVED: Director Cote

SECONDED: Director Beckett

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Resolution – Signing Authority for Banking Purposes.**

MOVED: Director Roberts

SECONDED: Director Shannon

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

- 1. *The following Directors have signing authority:*
 - i. *John Jack, Chairperson*
 - ii. *John McNabb, Vice-Chairperson*
 - iii. *Penny Cote, Director*
- 2. *The following Staff members have signing authority:*
 - i. *Teri Fong, CPA, CGA, Acting Chief Administrative Officer*
 - ii. *Tricia Bryant, CPA, CGA, Acting Chief Financial Officer*
 - iii. *Wendy Thomson, General Manager of Administrative Services*
- 3. *One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

- b. **Request for Decision regarding Lady Rose Marine Services**

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of appreciation to the current owner of Lady Rose Marine Services for providing essential services to the Alberni Inlet and Barkley Sound region for the past several years.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support and appreciation to Devon Transportation, the intended new owner of the service, for the continuation of this essential service to the Alberni Inlet and Barkley Sound.

CARRIED

c. Request for Decision regarding Dispersed Camping Task Force – Next Steps.

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors support in principle engaging with the Whistler Center for Sustainability to develop a more robust and longer-term strategy for the dispersed camping issues in the Regional District to a maximum cost of \$25,000 and direct staff to reach out to the other regional stakeholders for financial contributions to the project and report back to the Board of Directors at the September 22, 2021 meeting.

CARRIED

Director Minions entered the meeting at 2:22 pm.

d. Request for Decision regarding Federal New Statutory Holiday: National Day of Truth & Reconciliation – September 30th.

MOVED: Director McCarthy

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors (ACRD) issue a press release recognizing September 30th as an annual holiday to commemorate the history and legacy of residential schools and honour the survivors, their families and communities AND FURTHER the ACRD collaborate with local First Nations and community leaders to explore ways to respectfully mark Truth and Reconciliation Day in the region annually.

CARRIED

e. Request for Decision regarding Adoption – Bylaw E1052-5, Beaver Creek Fire Protection Service Area Amendment, 2021.

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1052-5, cited as Beaver Creek Fire Protection Service Area Amendment 2021.

CARRIED

f. Request for Decision regarding Bylaw F1148-2 Amendment of Beaver Creek Water System Rates and Regulation Bylaw.

MOVED: Director McNabb

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. F1148-2, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-2, 2021.

CARRIED

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. F1148-2, Beaver Creek Water Local Service Area Rates and Regulations Amendment Bylaw No. F1148-2, 2021.

CARRIED

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. F1148-2, Beaver Creek Water Local Service Area Rates and Regulations Amendment 2021.

CARRIED

MOVED: Director McNabb

SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. F1148-2, Beaver Creek Water Local Service Area Rates and Regulations Amendment 2021.

CARRIED

g. Request for Decision regarding Regional District Fire Departments Review.

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors commission consultant Dave Mitchell & Associates to conduct a review of the three ACRD volunteer fire departments: Bamfield, Beaver Creek and Sproat Lake for \$31,000 plus tax.

CARRIED

h. Request for Decision regarding Letter of Support for INEO Employment Counselling Inc. (INEO) for RV Recycling Pilot.

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the ACRD Board of Directors provide a letter of support for INEO Employment Services' (INEO) grant application to fund a pilot program to recycle recreational vehicles (RV's) within the Alberni Valley.

CARRIED

i. Request for Decision regarding Report on Alberni Valley Waste Management Centre Upgrades and Renaming.

MOVED: Director McNabb
SECONDED: Director Cote

THAT the ACRD Board of Directors refer this report to the next Board of Directors meeting for consideration following consultation with local First Nations.

CARRIED

The meeting recessed at 2:51 pm
The meeting reconvened at 3:00 pm

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. DVD20012, 1077514 BC LTD - SPROAT HIGHLAND ESTATES, PARCEL A LOT 197, KATHERINE DRIVE (SPROAT LAKE)**
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Cote
SECONDED: Director Bodnar

THAT the Board of Directors issue development variance permit DVD20012.

CARRIED

- b. SE18007, MCNAMARA & 0960271 BC LTD, 6765/6755 BEAVER CREEK ROAD (BEAVER CREEK)**
Subdivision Application/ Parcel Frontage Waiver Request – Memorandum

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 1 as per subdivision plan of 6765/6755 Beaver Creek Road.

CARRIED

- c. SE20011, SHANNON & TERRANCE CHARLESWORTH, 8088 CAMERON ROAD (BEAVER CREEK)**
Parkland Dedication – Request for Decision

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors resolve that 2 ½ percent cash in lieu of park land be provided by the owner of LOT 1, DISTRICT LOT 31, ALBERNI DISTRICT, PLAN EPP102516 to meet the requirements of Section 510 of the Local Government Act.

DEFEATED

MOVED: Director McNabb
SECONDED: Director Shannon

THAT application SE20011 be deferred until the next Board of Directors meeting and staff be directed to contact the Ministry of Transportation and Infrastructure to provide details on the road construction requirements for the two lot subdivision.

CARRIED

- d. RE21002, ELTON MUMA, 6640 BEAVER CREEK ROAD (BEAVER CREEK)**
Rezoning Application – Memorandum and Bylaw P1425

MOVED: Director McNabb
SECONDED: Director Bodnar

THAT Bylaw P1425, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

- e. RE21003, RAJBAHADUR SINGH BRAR & GURDEV SINGH BRAR, 6210 DRINKWATER ROAD (BEAVER CREEK)**
Rezoning Application – Memorandum and Bylaws P1426 & P1427

MOVED: Director McNabb

SECONDED: Director Shannon

THAT Bylaw P1426, Beaver Creek Official Community Plan Amendment Bylaw, be adopted.

CARRIED

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT Bylaw P1427, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

- f. RE21007, BRENT & JUDY HAMELIN, 6420 LAMARQUE ROAD (BEAVER CREEK)**
Rezoning Application – Report and Bylaw P1428

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT Bylaw P1428, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

CARRIED

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the public hearing for Bylaw P1428 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the Board of Directors confirm that adoption of Bylaw P1428 is subject to:

Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal to a minimum 0.6 acre lot size and Meeting technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – September 2021**
- b. Building Report- July 2021**
- c. Monthly Agreement & Grant Delegation Report – August 19, 2021
T. Fong, Acting CAO**
- d. Investing in Canadian Infrastructure Program (ICIP) Grant Announcements (J. Brunn, General Manager Community Services**

MOVED: Director Beckett

SECONDED: Director McNabb

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

CARRIED

10.2 COMMITTEE REPORTS

- a. West Coast Committee Meeting, August 24, 2021 – K. Roberts (verbal)**

Director Roberts provided an update on the Committee meeting held Tuesday afternoon.

MOVED: Director McNabb

SECONDED: Director McCarthy

THAT this verbal report be received.

CARRIED

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb – No Report**
- b. Vancouver Island Regional Library – P. Cote – No Report**
- c. Alberni Valley Chamber of Commerce – S. Minions – No Report**
- d. Air Quality Council, Port Alberni – D. Bodnar – No Report**
- e. West Coast Aquatic Board – T. Stere – No Report**
- f. Association of Vancouver Island & Coastal Communities – P. Cote – No Report**

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

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

i. Agricultural Development Committee – T. Shannon

Director Shannon reported on the August 17th Committee meeting. The main things coming out of meeting were continued issues with lack of processing facilities on the Island. Farm insurance issues were also discussed again.

j. Other Reports

Director Jack reported on a meeting held recently with Heather Shobe, ACRD Agricultural Worker and members of the Maa-nulth communities with regards to engagement between their Nations on agriculture development and food.

MOVED: Director McNabb

SECONDED: Director Cote

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.

14. RECESS

MOVED: Director Roberts

SECONDED: Director Paulson

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

CARRIED

The meeting was recessed at 3:41 pm.
Director Johnsen left the meeting at 3:41 pm.

15. RECONVENE

The meeting was reconvened at 3:51 pm.

16. IN-CAMERA

MOVED: Director Shannon
SECONDED: Director Beckett

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

- i. 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;*
- 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;*
 - iii. 21 (1) (a) (ii) of FOIPPA: that would reveal commercial, financial, labour relations, scientific or technical information of or about a third party*
- iv. 90 (1) (c) labour relations or other employee relations.*

CARRIED

The meeting was closed to the public at 3:53 pm.

The meeting was re-opened to the public at 4:11 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

18. ADJOURN

MOVED: Director Roberts
SECONDED: Director Shannon

THAT this meeting be adjourned at 4:11 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services