



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 27 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

Rachelle Cole, Councillor, District of Ucluelet

Tom Stere, Councillor, District of Tofino

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Member of Council, Toquaht Nation

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

Jenny Brunn, General Manager of Community Services

Heather Zenner, Protective Services Manager

Wendy Thomson, General Manager of Administrative Services

Janice Hill, Executive Assistant

Chantel Gemmell, West Coast Assistant

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

<https://www.acrd.bc.ca/events/27-1-2021/>

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 Roberts

SECONDED: Director Cote

THAT the agenda be approved as circulated with the addition of the following late item: Section 10.1 (d) – Verbal Report – Information on Park Applications – COVID Resilience Infrastructure Grant Program.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting - January 13, 2021

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT the minutes of the Board of Directors meeting held on January 13, 2021 be adopted.

CARRIED

b. West Coast Committee Meeting –January 20, 2021

MOVED: Director Roberts

SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee meeting held on January 20, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Chantel Gemmell, ACRD West Coast Assistant – 5 Year Anniversary

The General Manager of Community Services congratulated Chantel Gemmell, West Coast Assistant for five years of service with the Alberni-Clayoquot Regional District.

b. Inspector Eric Rochette, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for October – December 2020.

The Inspector presented the Port Alberni Policing report for October to December 2020 and discussed crime statistics.

- c. **Laurie Filgiano, Executive Director, Laurie Gehrke, Chair, Ucluelet Chamber of Commerce regarding Common Ground Market Presentation and Request for a General Letter of Support for this project.**

The delegation presented the Common Ground Market project which is a multi-vendor online marketplace for makers on the Coast. This is a regional initiative with a mission of supporting emerging and established artisans of the Coast by helping make their work readily available across Canada. The delegation requesting a letter of support to support future granting purposes.

MOVED: Director Roberts

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Ucluelet Chamber of Commerce supporting the Common Ground Market Project.

CARRIED

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST**
- New Incubator project Aims to Keep Employment and Businesses in Local Communities
 - Stakeholder Advisory – Island Coastal Economic Trust Geographic Boundaries Change
- b. **COASTAL COMMUNITY NETWORK**
2020 Membership Fees Waived
- c. **SPROAT LAKE COMMUNITY ASSOCIATION**
Increase in User Fees at the ACRD Landfill

MOVED: Director Cote

SECONDED: Director McNabb

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding 2021 Standing/Select Committee Appointments & Appointments to Outside Organizations.**

MOVED: Director McNabb

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the 2021 ACRD Standing/Select Committee Appointments and Appointments to Outside Boards, Agencies, and Commissions as amended.

CARRIED

b. Request for Decision regarding West Coast Committee Terms of Reference – 2021.

MOVED: Director Roberts

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors approve the amended terms of reference for the West Coast Committee for 2021 as presented.

CARRIED

c. Request for Decision regarding West Coast Waste Management Asset Management Plan Version 1.

MOVED: Director Roberts

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the West Coast Waste Management Asset Management Plan Version 1.

CARRIED

9. PLANNING MATTERS

9.1 ALL DIRECTORS

a. ZONING BYLAW REVIEW AND HOUSING NEEDS REPORT PROJECTS UPDATE (ALL AREAS)

Memorandum

MOVED: Director Cote

SECONDED: Director Roberts

THAT the memorandum be received.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. Meeting Schedule – February 2021

**b. Emergency Operations Centre Update – verbal report
– H. Zenner, Protective Services Manager**

- c. **Information Report - Grant Opportunity, Investing in Canada Infrastructure Program – COVID 19 Resilience Infrastructure Stream - C. Starratt, Fire Services Coordinator**
- d. **Late Verbal Report – Information on Park Applications – COVID Resilience Infrastructure Grant Program – J. Brunn, General Manager of Community Services.**

MOVED: Director McNabb

SECONDED: Director Paulson

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

CARRIED

10.2 COMMITTEE REPORTS

- a. **Electoral Area Directors Committee – January 27, 2021 – P. Cote, Chair (Verbal)**

Director Cote, 2021 Chair of the Electoral Area Directors Committee provided a brief update on the meeting held this morning.

MOVED: Director Cote

SECONDED: Director McNabb

THAT this verbal report be received.

CARRIED

10.3 MEMBER REPORTS

- a. **9-1-1 Corporation – J. McNabb**

Director McNabb reported on the upcoming meeting this Friday. The main topics for this meeting will be apportionment options and the 2021 budget.

- 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. Bodner**

Director Bodnar reported on the January meeting – Seven woodstoves exchanges have been completed so far in 2020 and two more are in process. The BC Lung Association annual conference will be held on March

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

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

Director Cote reported the AVICC resolution submission deadline is coming up shortly. The convention date has been set for May 28th. They will be meeting

this Saturday to discuss options for running the convention virtually and how to deal with resolutions.

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

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

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

Director Shannon reported on a recent meeting with MLA Josie Osborne. There was discussion regarding various agricultural issues including the class D license producers and issues with insurance costs. The Committee's next meeting is in February 2021.

j. Other Reports

MOVED: Director McNabb

SECONDED: Director Shannon

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 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. IN-CAMERA

MOVED: Director Cote

SECONDED: Director Cole

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) (a) (i) and (ii) of FOIPPA: The head of a public body must refuse to disclose to an applicant information that would reveal trade secrets of a third party, or commercial, financial, labour relations, scientific or technical information of or about a third party.*
- iii. *Section 90 (1) (f) – Law Enforcement, if the Board considers that disclosure could reasonably be expected to harm the conduct of an investigation under enforcement of an enactment.*

CARRIED

The meeting was closed to the public at 3:08 pm.

The meeting was re-opened to the public at 4:12 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the Board of Directors appoint the following individuals to the Bamfield Advisory Planning Commission for a one-year and 4 month term: Sally Mole and Glenn Ballman.

THAT the Alberni-Clayoquot Regional District Board of Directors write a letter of support for the Strathcona Regional District and the Connected Coast project for their efforts to secure all necessary permits, including identification of best sites, design and tenure agreements for landings, points of presence and rights-of-way.

THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support to CityWest for their application to Provincial and Federal programs for the construction of last mile fiber to the home projects in ACRD communities that are eligible for funding.

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to investigate funding options through the Island Coastal Economic Trust for community connectivity to un-serviced remote areas within the Alberni-Clayoquot Region.

16. ADJOURN

MOVED: Director McNabb

SECONDED: Director Roberts

THAT this meeting be adjourned at 4:12 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services