



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, JUNE 23 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

REGRETS:

Alan McCarthy, Member of Legislature, Yuułuꞵifꞵath 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

Paulo Eichelberger, Solid Waste Manager

Alex Dyer, Planning Manager

Wendy Thomson, General Manager of Administrative Services

Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/23-6-2021/7039>

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 Cole

THAT the agenda be approved as circulated with the addition of the following late item under Section 5 (c) Delegations: photos submitted by Heather Powell, Hollies Executive Golf Course regarding TUP2005, 3133 Alberni Highway.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – June 9, 2021

MOVED: Director Cootes

SECONDED: Director Roberts

THAT the minutes of the Board of Directors meeting held on June 9, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Introduction: Paulo Eichelberger, Solid Waste Manager – Jenny Brunn, General Manager of Community Services.

The General Manager of Community Services introduced new employee Paulo Eichelberger, Solid Waste Manager.

b. Inspector Eric Rochette, Officer In Charge, Port Alberni Detachment, RCMP regarding Body Worn Camera Stakeholder Engagement/Information.

Inspector Rochette provided an overview of the RCMP Body Worn Camera project. The project will be implemented in a phased approach with different types of departments in the Fall of 2021. The roll out will be done over an 18-month period.

Director Minions left the meeting at 1:49 pm

c. Heather Powell, Hollies Executive Golf Course regarding TUP2005, 3133 Alberni Highway.

Ms. Powell spoke in favour of temporary use permit TUP2005, 3133 Alberni Highway and provided a history of their company. They have been in the RV business since 2005

and run two other RV parks. She spoke to their RV requirements, including insurance and upgrades undertaken at the site. Ms. Powell requested a grace period to allow for rezoning of this property.

The Chairperson left the meeting at 2:15 pm.

The Vice-Chairperson assumed the Chair.

The Chairperson re-entered the meeting at 2:19 pm and re-assumed the Chair.

Director Minions re-entered the meeting at 2:29 pm.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated June 15, 2021 from Beaver Creek Community Club requesting a letter of support for grant funding through the Canada Healthy Communities Initiative.**

MOVED: Director Shannon

SECONDED: Director Bodnar

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter of support to the Beaver Creek Community Club for their grant application through the Canada Healthy Communities Initiative to continue improvements of their outdoor space for their community.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF FORESTS, LANDS, NATIONAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT**
Proposed Moratorium on Recreational Wolf Hunting on Vancouver Island
- b. **CITY OF PITT MEADOWS**
Truth and Reconciliation Commission's Call to Action 75
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
2021 AVICC Resolution
- d. **THE COPORATION OF THE TOWNSHIP OF SPALLUMCHEEN**
BC Hydro Residential Rate Review
- e. **MINISTRY OF MUNICIPAL AFFAIRS**
Investing in Canada Infrastructure Program (ICIP) – VOVID-19 Resilience Infrastructure Stream – Project #IV0257 – ACRD Office Entrance Improvement
- f. **ISLAND COASTAL ECONOMIC TRUST**
Community Builder – Eagle Walz, Sunshine Coast Trail
- g. **PROVINCE OF BC**
Province Supports local Governments to Invest in Businesses, People
- h. **CLAYOQUOT BIOSPHERE TRUST**
June Newsletter

i. WESTERN CANADA MARINE RESPONSE CORPORATION
Spill Response Base Construction Update

MOVED: Director Beckett

SECONDED: Director Roberts

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding 2020 Statement of Financial Information.

MOVED: Director Roberts

SECONDED: Director Paulson

THAT the Board of Directors approve the Alberni-Clayoquot Regional District 2020 Statement of Financial Information (SOFI) including all of the statements and schedules).

CARRIED

b. Request for Decision regarding Local Government Update on Current Rules for Board Meetings.

MOVED: Director Cote

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to come back with options for consideration by the Board of Directors at the July 28th regular meeting for safely holding in-person Board and Committee meetings and public hearings following further direction from the Province respecting the four-step COVID restart plan.

CARRIED

c. Request for Decision regarding Meeting Requests – Premier, Cabinet Ministers & Ministry Staff 2021 UBCM Convention.

MOVED: Director Beckett

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors approve meeting requests with Cabinet Ministers and Provincial Government staff in conjunction with the 2021 Union of British Columbia Municipalities Conference respecting issues/concerns impacting communities in the Alberni-Clayoquot Region as outlined in the staff report.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

**a. RA20005, POOL/CORTESE, LOT 63, HAGGARD COVE, BARKLEY SOUND,
(BAMFIELD)**

Rezoning Application – Memorandum and Bylaw P1410

MOVED: Director Beckett

SECONDED: Director Bodnar

*THAT Bylaw P1410, Regional District of Alberni-Clayoquot Zoning Atlas
Amendment Bylaw be adopted.*

CARRIED

b. RD20003, STEVENS, 7956 PACIFIC RIM HIGHWAY (SPROAT LAKE)

Rezoning Application – Report and Bylaws P1411 and P1412

MOVED: Director Cote

SECONDED: Director Shannon

*THAT Bylaw P1411, Sproat Lake Official Community Plan Amendment Bylaw be
read a first time.*

CARRIED

MOVED: Director Cote

SECONDED: Director Roberts

*THAT Bylaw P1412, Regional District of Alberni-Clayoquot Zoning Atlas Amendment be
read a first time.*

CARRIED

MOVED: Director Cote

SECONDED: Director Shannon

*THAT the public hearing for Bylaws P1411 and P1412 be delegated to the Director for
Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District.*

CARRIED

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Board of Directors confirm that adoption of Bylaws P1411 and P1412 are subject to:

- a. Confirmation from a Registered On-Site Wastewater Practitioner that the property can accommodate an onsite sewage disposal system for the proposed industrial use and caretaker dwelling;*
- b. Positive referral response from the Ministry of Transportation and Infrastructure regarding industrial road access off Sarenga Road;*
- c. Registration of restrictive covenants to:*
 - i. Limit industrial uses to closed storage and warehousing, open storage, and motor vehicle and commercial truck repair;*
 - ii. Require landscaped screening that includes a berm, fencing and no vegetation removal between any industrial zoned area and Highway 4 and any adjacent rural residential and agricultural properties. Screening plan to be provided to the satisfaction of the ACRD;*
 - iii. Require an engineered drainage that considers pollutant control from surface runoff from the industrial zoned area. Drainage infrastructure to be in place prior to any industrial use of the property; and*
 - iv. Restrict any future subdivision of the industrial zone area.*
- d. Meeting all technical referral agency requirements.*

CARRIED

c. RD20004, RHODES, CARNIATO, COSS, ALLAIN, IMHOFF, 9001 CENTRAL LAKE ROAD (SPROAT LAKE)

Rezoning Application – Memorandum and Bylaws P1408 and P1409

MOVED: Director Cote

SECONDED: Director Shannon

THAT the ACRD Board of Directors defer rezoning application RD20004.

CARRIED

Director Bodnar declared a conflict of interest respecting rezoning application RD21005 and left the meeting at 3:42 pm.

d. RD21005, MYKYTE, LOT 45, TAYLOR ARM DRIVE (SPROAT LAKE)

Rezoning Application – Report and Bylaw P1430

MOVED: Director Cote

SECONDED: Director McNabb

THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Cote
SECONDED: Director Shannon

THAT the public hearing for Bylaw P1430 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director Cote
SECONDED: Director Roberts

THAT the Board of Directors confirm that adoption of Bylaw P1430 is subject to: Agreement to include the property within the Sproat Lake Fire Protection Service Area;

Registration of a restrictive covenant, acceptable to the ACRD, requiring suitable public access to water within the development and to the Crown Land lying north of the property at the time of subdivision;

Meeting technical referral agency requirements.

CARRIED

- e. DVD20011, MYKYTE, 9648 STIRLING ARM CRESCENT (SPROAT LAKE)**
Development Variance Permit Application – Report

MOVED: Director Cote
SECONDED: Director Shannon

THAT the Board of Directors consider issuing development variance permit DVD20011, subject to neighbouring properties being notified as per Local Government Act s.499.

CARRIED

The meeting recessed at 3:52 pm.
The meeting re-convened at 4:00 pm.
Director Bodnar re-entered the meeting at 4:00 pm.

- f. RE16008, GROSVENOR, 4720 DAYTON ROAD (BEAVER CREEK)**
Rezoning Application – Report and Bylaw P1429

MOVED: Director McNabb
SECONDED: Director Roberts

THAT Bylaw P1429, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

*MOVED: Director McNabb
SECONDED: Director Shannon*

THAT the public hearing for Bylaw P1429 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 Cote*

THAT the Board of Directors confirm that adoption of Bylaw P1429 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 density;

Meeting technical referral agency requirements.

CARRIED

g. RE21001, SCHWAGER, 7799 BEAVER CREEK ROAD (BEAVER CREEK)
Rezoning Application – Report and Bylaw P1431

*MOVED: Director McNabb
SECONDED: Director Roberts*

THAT Bylaw P1431, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

*MOVED: Director McNabb
SECONDED: Director Cote*

THAT the public hearing for Bylaw P1431 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 Bodnar*

THAT the Board of Directors confirm that adoption of Bylaw P1431 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 density;

Meeting technical referral agency requirements.

CARRIED

- h. **RE21004, HAWKINS/JURKIC, 6411 BEAVER CREEK ROAD (BEAVER CREEK)**
Rezoning Application – Report and Bylaw P1432

MOVED: Director McNabb

SECONDED: Director Beckett

THAT Bylaw P1432, 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 P1432 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 Roberts

THAT the Board of Directors confirm that adoption of Bylaw P1432 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 1 acre density;

Meeting technical referral agency requirements.

CARRIED

- i. **RF20010, MCINTYRE , 6124 STRATHCONA STREET (CHERRY CREEK)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1424

MOVED: Director Bodnar

SECONDED: Director Shannon

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Bodnar
SECONDED: Director Shannon

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Bodnar
SECONDED: Director McNabb

*THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a second time.*

CARRIED

MOVED: Director Bodnar
SECONDED: Director Beckett

*THAT Bylaw P1424, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a third time.*

CARRIED

- j. **TUP20005, 0147819 BC LTD/HEATHER POWELL, 3133 ALBERNI HIGHWAY
(CHERRY CREEK)**
Temporary Use Permit Application – Report

MOVED: Director Bodnar
SECONDED: Director McNabb

*THAT TUP20005 be referred back to staff to come back with different options to develop
a Temporary Use Permit with conditions.*

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. **Meeting Schedule – July 2021**
- b. **Building Report – May 2021**
- c. **Monthly Agreement & Grant Delegation Report – May/June 2021**
– D. Holmes, Chief Administrative Officer

MOVED: Director Beckett
SECONDED: Director Roberts

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 911 has completed a very large contract with a mid-island community which is now active. The Corporation also entered into a contract with Fraser Fort George to provide integral backup services.

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

Director Cote report the VIRLB meets this Friday to discuss budget. They are currently recruiting for a new Executive Director. Strategic planning will be commencing shortly.

c. **Alberni Valley Chamber of Commerce – S. Minions – No Report**

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

Director Bodnar reported on their June 4th meeting. Alex Dyer, ACRD Planning Manager attended and presented the proposed new burning regulations.

e. **West Coast Aquatic Board – T. Stere**

Director Stere reported on their recent Board meeting. The two main topics of discussion were reviewing the Coastal Strategy and providing input into the Blue Economy Strategy. Director Stere advised there will be role for local government in both strategies and recommended Tawney Lem, Executive Assistant, West Coast Aquatic be invited to a Committee of the Whole or Board meeting to give an update on activities and the potential role of local government.

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

Director Cote reported on the success with the recent convention with over 200 delegates. The Regional District's resolution on the unauthorized camping crisis passed and will move on for consideration at the UBCM convention.

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

h. **West Island Woodlands Advisory Group – J. McNabb**

Director McNabb provided a brief update on the Group.

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

Director Shannon provided an update on the Committee meeting held on June 15th. The Committee has been successful on receiving a few grants, a Community Connections grant for \$5,000 for building resilient coastal gardens on the west coast and a Community Workforce Response grant in partnership with North Island College on the Market Gardeners Training Program. Next Committee meeting is August 17th.

j. **Other Reports**

MOVED: Director Roberts
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. 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. IN-CAMERA

MOVED: Director Shannon
SECONDED: Director McNabb

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

- i. 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 disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party;*
- ii. 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;*
- iii. 90 (1) (c) labour relations or other employee relations.*

CARRIED

The meeting was closed to the public at 4:55 pm.

The meeting was re-opened to the public at 5:13 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:

The Alberni-Clayoquot Regional District Board of Directors resolved to enter into a contract with N. Harris Computer Corporation ('CityView') for the full configuration and migration of our existing planning CityView Desktop software to CityView Workspace for the price of \$76,076 plus taxes.

The Alberni-Clayoquot Regional District Board of Directors resolved to enter into a contract with Altus Group Limited for the assessment and valuation of ACRD buildings for the price of \$60,570 plus taxes.

16. ADJOURN

MOVED: Director Beckett

SECONDED: Director McNabb

THAT this meeting be adjourned at 5:14 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services