



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MAY 12, 2021, 1:30 PM

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing.

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- 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
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Alan McCarthy, Member of Legislature, Yuułu?if?ath 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  
Alex Dyer, Planning Manager  
Charlie Starratt, Regional Fire Services 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/12-5-2021/>

### 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 Beckett*

*THAT the agenda be approved as circulated with the addition of the following late items:*

- *Section 9 (1) (b) Late Correspondence – TUP20004, Dahling/Mohan, 5458 Highland Drive (Beaver Creek)*
- *Section 12 Late Item – Letter of Appreciation, Lindsay Rogers, Resigned Alternate Director for Cherry Creek.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – April 28, 2021**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

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

**CARRIED**

**b. Alberni Valley & Bamfield Services Committee Meeting – May 5, 2021**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on May 5, 2021 be adopted.*

**CARRIED**

**c. Electoral Area Directors Committee Meeting – May 5, 2021**

*MOVED: Director Cote*

*SECONDED: Director Roberts*

*THAT the minutes of the Electoral Area Directors Committee meeting held on May 5, 2021 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Inspector Eric Rochette, Port Alberni RCMP presented the January to March 2021 Quarterly Report**

The Inspector presented the first quarter reporting for the Port Alberni RCMP Detachment and discussed impacts of COVID on the Department and plans for 2021 seasonal policing.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **ISLAND COASTAL ECONOMIC TRUST**  
Qathet Region's "Hidden Gem" to Receive Support for Sustainable Visitor Growth
- b. **ISLAND COASTAL ECONOMIC TRUST**  
Small Capital funding Projects Support Technology, Accessibility and Expansion

*MOVED: Director Beckett*

*SECONDED: Director Shannon*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Healthy Watersheds Initiative Grant Funding**

*MOVED: Director Bodnar*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the CAO to execute the proposed grant agreement between the Healthy Watersheds Initiative and the ACRD for \$40,000 for the Bridge Replacement on Log Train Trail at Platzer Creek.*

**CARRIED**

- b. **Request for Decision regarding LBA - New lease lot proposal – Marine Plastic Reuse Centre**

*MOVED: Director Roberts*

*SECONDED: Director Stere*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve entering into a (3) three-year term lease agreement effective June 1, 2021 until May 31, 2024 with Benjamin Boulton at the Long Beach Airport at a rate of \$6,500.00/year plus GST and yearly CPI increases.*

**CARRIED**

**c. Request for Decision regarding Bylaw R1029-4 Amendment of Alberni Valley Landfill Tipping Fee and Regulation Amendment**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Paulson*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw R1029-4, Alberni Valley Tipping Fees and Regulation Amendment Bylaw No. R1029-4, 2021.*

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw R1029-4, Alberni Valley Landfill Tipping Fee and Regulation Amendment, 2021.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. DVE20010, JAMIESON, 7194 MCKENZIE ROAD (BEAVER CREEK)**  
Development Variance Permit Application – Memorandum and Permit

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

*THAT the Board of Directors issue Development Variance Permit DVE20010.*

**CARRIED**

- b. TUP20004, DAHLING/MOHAN, 5458 HIGHLAND DRIVE (BEAVER CREEK)  
& Late Correspondence regarding TUP20004**  
Temporary Use Permit Application – Memorandum and Permit

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the Board of Directors issue the three-year Temporary Use Permit TUP20004.*

**CARRIED**

## **9.2 ALL DIRECTORS**

- a. HOUSING NEEDS REPORT PROJECT UPDATE (ALL AREAS)**  
Memorandum

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*THAT the memorandum be received.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Emergency Operations Centre Update – verbal report  
– C. Starratt, Regional Fire Services Manager**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Board of Directors receives the staff report for information.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **10.3 OTHER REPORTS**

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

**a. Letter of Appreciation – Lindsay Rogers**

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

*THAT the ACRD Board of Directors forward a letter of appreciation to Lindsay Rogers for her service as Cherry Creek Alternate Director on the ACRD Board of Directors.*

**CARRIED**

**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. RECESS**

*MOVED: Director Roberts*  
*SECONDED: Director Cole*

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

**CARRIED**

The Chairperson stated that the ACRD Board of Directors will be considering to resolve to move into in-camera following the Regional Hospital District meeting as per the following sections of the Community Charter:

- 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;
- ii. 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.

The meeting was recessed at 2:37 pm.

**15. RECONVENE**

The meeting was reconvened at 3:39 pm.

**16. IN-CAMERA**

*MOVED: Director Roberts*  
*SECONDED: Director Cote*

- THAT the meeting be closed to the public as per the Community Charter, sections:*
- j. 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;*
  - ii. 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.*

**CARRIED**

The meeting was closed to the public at 3:39 pm.

The meeting was re-opened to the public at 3:54 pm.

## **17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

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

*The Alberni Clayoquot Regional District Board of Directors authorizes the CAO to award the provision of Cougar Smith Park Pavement Replacement for Sproat Lake Community Parks to Alberni Paving and Contracting Ltd. at the price of \$71,750.00 excluding taxes.*

*The Board of Directors authorizes the CAO to enter into a contract with Eden Tree Farm and Gardening to provide project coordination for the “Expanding the Influence of Regional Agricultural Support” project until May 31, 2022 with the cost of the contract not to exceed \$74,000.*

*THAT the Board of Directors directs staff to submit a grant application to the Investment Agriculture Foundation of BC (IAFBC) Local Government Partnership Program to expand engagement with local First Nations in agriculture and food system planning and, if successful, authorize the CAO to execute a grant agreement with IAFBC.*

## **18. ADJOURN**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT this meeting be adjourned at 3:54 pm.*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Wendy Thomson,  
General Manager of Administrative Services