



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, MAY 26, 2021, 1:30 PM

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

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### 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

Kirsten Johnsen, Member of Council, Toquaht Nation

Alan McCarthy, Member of Legislature, Yuułuꞵiꞵath Government

### REGRETS:

Wilfred Cootes, Councillor, Uchucklesaht Tribe 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

Wendy Thomson, General Manager of Administrative Services

Heather Zenner, Protective Services Manager

Alex Dyer, Planning Manager

Michael McGregor, Lands & Resources Coordinator

Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/>

### 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 Beckett*

*SECONDED: Director Johnsen*

*THAT the agenda be approved as circulated with the addition of late correspondence respecting agenda item 8 (h) Request For Decision – Alberni Inlet Trail correspondence.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Committee-of-the-Whole Meeting – May 12, 2021**

*MOVED: Director Shannon*

*SECONDED: Director Bodnar*

*THAT the minutes of the Committee-of-the-Whole meeting held on May 12, 2021 be adopted.*

**CARRIED**

**b. Board of Directors Meeting –May 12, 2021**

*MOVED: Director Shannon*

*SECONDED: Director Beckett*

*THAT the minutes of the Board of Directors meeting held on May 12, 2021 be adopted.*

**CARRIED**

**c. Beaver Creek Water Advisory Committee Meeting – May 20, 2021**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the minutes of the Beaver Creek Water Advisory Committee Meeting held on May 20, 2021 be adopted.*

**CARRIED**

**d. Bamfield Water Committee Meeting – May 20, 2021**

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*THAT the minutes of the Bamfield Water Committee Meeting held on May 20, 2021 be adopted.*

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **PORT ALBERNI PORT AUTHORITY**  
Summary Update
- b. **MINISTRY OF MUNICIPAL AFFAIRS**  
Climate Action Revenue Incentive Program (CARIP)
- c. **CHERRY CREEK FIRE DEPARTMENT**  
Thank you for Providing Access to COVID-19 Safe Restart Grant Funding and for Staff Administrating it
- d. **THE DISTRICT OF MACKENZIE**  
Letter of Support for National three-Digit Suicide Prevention Hotline -988
- e. **SPARC BC**  
Say Yes to Access – June 5<sup>th</sup> Access Awareness Day
- f. **UBCM AND AVICC RESOLUTION - SUPPORT WORKING FORESTS ON VANCOUVER ISLAND AND IN BRITISH COLUMBIA**
  - Town of Port McNeill
  - Village of Gold River
- g. **SIERRA CLUB BC**  
Intact Forests, Safe Communities (Full Report in Office)

*MOVED: Director Beckett*

*SECONDED: Director Bodnar*

*THAT the 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 & Municipal Affairs Statutes Amendment Act, 2021**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*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 August 26, 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 Bylaw A1085-1, Alberni-Clayoquot Regional District Officers' Appointment and Delegation Amendment, 2021**

*MOVED: Director Cote*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1085-1, Alberni-Clayoquot Regional District Officers' Appointment and Delegation Amendment, 2021 as amended."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1085-1, Alberni-Clayoquot Regional District Officers' Appointment and Delegation Amendment, 2021."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1085-1, Alberni-Clayoquot Regional District Officers' Appointment and Delegation Amendment, 2021."*

**CARRIED**

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1085-1, Alberni-Clayoquot Regional District Officers' Appointment and Delegation Amendment, 2021."*

**CARRIED**

**c. Request for Decision regarding Bamfield Water Committee – Amendment to Terms of Reference Bylaw A1070-2**

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1070-2, "Bamfield Water Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to A1070-2, "Bamfield Water Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director McCarthy*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to A1070-2, "Bamfield Water Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1070-2, "Bamfield Water Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

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

**CARRIED**

**d. Request for Decision regarding Beaver Creek Water Advisory Committee – Amendment to Terms of Reference & Bylaw A1079**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1079-1, "Beaver Creek Water Advisory Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1079-1, "Beaver Creek Water Advisory Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1079-1, "Beaver Creek Water Advisory Committee Amendment, 2021".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1079-1, "Beaver Creek Water Advisory Committee Amendment, 2021".*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the amended terms of reference for the Beaver Creek Water Advisory Committee for 2021 as presented.*

**CARRIED**

**e. Request for Decision regarding 2021-2022 Annual Operating Agreement**

*MOVED: Director Cote*  
*SECONDED: Director Minions*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve execution of the 2021 – 2022 Annual Operating Agreement between BC Transit and the ACRD.*

**CARRIED**

**f. Request for Decision regarding Plan H Grant Application – Air Quality Council**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the Board of Directors resolve to apply for the \$15,000.00 Plan H – Healthy Public Policy Grant on behalf of the Air Quality Council.*

**CARRIED**

**g. Request for Decision regarding Alberni-Clayoquot Regional District Building Bylaw PS1011**

*MOVED: Director McNabb*

*SECONDED: Director Paulson*

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

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as “The Building Bylaw No. PS1011, 2021”.*

**CARRIED**

**h. Request for Decision regarding Alberni Inlet Trail Correspondence**

*MOVED: Director Cote*

*SECONDED: Director Paulson*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to add this project to the 2022 work plan and Financial Plan for consideration.*

**CARRIED**

**i. Request for Decision regarding Maplehurst Park Expansion**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to develop a management plan for Maplehurst Park and approve the allocation of \$20,000 of the COVID Restart Funding to complete this project and instruct staff to provide tax*

*implications for the 3 governance options prior to proceeding with the expansion of existing trail network and the development of a new parking lot.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

- a. RE21002, MUMA, 6640 BEAVER CREEK RD (BEAVER CREEK)**  
Rezoning Application – Report and Bylaw P1425

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT Bylaw P1425 Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the public hearing for Bylaw P1425 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 Shannon*

*THAT the Board of Directors confirm that adoption of Bylaw P1425 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**

- b. RE21003, BRAR, 6210 DRINKWATER RD (BEAVER CREEK)**  
Rezoning Application – Report and Bylaws P1426 and P1427

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT Bylaw P1426 Beaver Creek Official Community Plan Amendment Bylaw be read a first time.*

**CARRIED**

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

*THAT Bylaw P1427 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 Bylaws P1426 and P1427 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 Bylaws P1426 and P1427 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**

The Chairperson excused himself from the meeting at 2:38 pm

The Vice-Chairperson assumed the Chair.

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. Meeting Schedule –June 2021**
- b. Building Report – April 2021**

*MOVED: Director Shannon*  
*SECONDED: Director Beckett*

*THAT the Board of Directors receives the staff reports a-b.*

**CARRIED**

### **10.2 COMMITTEE REPORTS**

### **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**

Director Minions reported on the Annual General meeting held earlier today. McLean Mill operations and supporting local business remain their main focus.

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

Director Bodnar provided an update on activities of the Council. Vancouver Island University has received funding to monitor green house gas and air quality around the Alberni Valley and Landfill this summer.

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

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

Director Cote reminded the Board that the AVICC virtual convention commences tomorrow with a welcome reception, followed by the convention on Friday from 8:30 am to 4:00 pm.

Chairperson Jack re-entered the meeting at 2:44 pm and re-assumed the Chair.

- 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 Committee of the Whole meeting held this morning with the Agricultural Development Committee and Agricultural Advisory Committee. A presentation was received from Heather Shobe, ACRD Agricultural Support Worker on the System Change grant. Director Shannon reported on the success of this years drive through Grow Local program. They also partnered with the School District and ran the program through EJ Dunn School. This was a huge hit with the children, sending 30 grow packages going home with students.

- j. **Other Reports**

- **Report on Vancouver Island Regional Call with the Honourable Josie Osborne, Minister of Municipal Affairs and the Honourable Lisa Beare, Minister of Citizen Services, on May 5, 2021 – J. Jack**

Chairperson Jack provided a brief report on the meeting with the Minister of Municipal Affairs and Minister of Citizen Services on May 5<sup>th</sup>. The meeting was specifically regarding connectivity and the importance of this service to rural and remote communities. Connectively has been defined in the ACRD strategic plan as a priority.

*MOVED: Director Paulson*  
*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](mailto:responses@acrd.bc.ca).

**14. IN-CAMERA**

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

*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 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 2:52 pm.

The meeting was re-opened to the public at 3:28 pm.

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

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

The Board of Directors delegated authority to the Chief Administrative Officer to enter into an agreement with Calian Ltd. for emergency training for \$31,219.90.

The Board of Directors approved the following appointments to ACRD Advisory Planning Commissions:

Bamfield APC for a two-year term: Max Salamon, Rae Hopkins, Jane Morrison, and J. P. Hasteley.

Beaufort APC for a two-year term: Ted McGill, Peter Dekens, Claude Lessard, and Les Toth.

Long Beach APC for a two-year term: Petra Arnold, Rachael O'Callahan, Debbie McKinlay, and Jim Whitworth.

Sproat Lake APC for a two-year term: Geo Monrufet, Steve Gray, Joe Lamoureux, and Mark Marley.

Beaver Creek APC for a two-year term: Gordon Blakey, Heather Persons and Nick Clarke.

Regional District staff were instructed by the ACRD Board of Directors to advertise in local papers to recruit new APC members.

**16. ADJOURN**

*MOVED: Director Roberts*

*SECONDED: Director McCarthy*

*THAT this meeting be adjourned at 3:28 pm.*

**CARRIED**

Certified Correct:



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John Jack,  
Chairperson



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Wendy Thomson,  
General Manager of Administrative Services