



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 10, 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
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation
- REGRETS:** Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
- STAFF PRESENT:** Douglas Holmes, Chief Administrative 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
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/10-2-2021/>

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 Roberts

THAT the agenda be approved as circulated with the addition of a late item under section 6 (b) Report on meeting with Tseshah First Nation representatives, February 9, 2021.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – January 27, 2021

MOVED: Director McNabb
SECONDED: Director Cole

THAT the minutes of the Board of Directors meeting held on January 27, 2021 be adopted.

CARRIED

b. Electoral Area Directors Committee Meeting – January 27, 2021

MOVED: Director McNabb
SECONDED: Director Beckett

THAT the minutes of the Electoral Area Directors Committee Meeting held on January 27, 2021 be adopted.

CARRIED

c. AVRA Advisory Committee Meeting – February 2, 2021

MOVED: Director Cote
SECONDED: Director McNabb

THAT the minutes of the AVRA Advisory Committee Meeting held on February 2, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

a. February 2, 2021 from Chris Alemany regarding regular bus service

MOVED: Director McNabb
SECONDED: Director Cootes

THAT the ACRD Board of Directors invite Tofino Bus to provide an update to the ACRD Board on their transportation services.

CARRIED

b. February 4, 2021 from Tseshaht First Nations regarding the Introduction of Tseshaht First Nation Elected Chief & Council

Chairperson Jack and Vice-Chairperson McNabb reported on a meeting with representatives of the Tseshaht First Nation held on February 9th. Various topics of mutual interest were discussed including entering into a protocol agreement, Alberni Valley Landfill tenure, first nations governance and forming a working group to meet quarterly.

MOVED: Director McNabb
SECONDED: Director Minions

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Tseshaht First Nation congratulating them on their recent election and recommend the formation of a working group to collaborate on topics/issues of mutual interest between the two parties.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

a. MINISTRY OF AGRICULTURE, FOOD AND FISHERIES

Response to letter regarding Fisheries for Communities

b. ISLAND COASTAL ECONOMIC TRUST

Regional Marketing Initiative to Help Attract Tech Companies to Vancouver Island

MOVED: Director Beckett
SECONDED: Director Roberts

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Parcel Tax Roll Review Panel

MOVED: Director McNabb
SECONDED: Director Bodnar

THAT the Board of Directors:

- 1. Set the date for the Parcel Tax Roll Review Panel sitting for Thursday, February 25, 2021 at 1:30pm via Zoom;*
- 2. Appoint Directors McNabb, Cote and Roberts and alternate Director Beckett to the Parcel Tax Roll Review Panel;*
- 3. Appoint Teri Fong, CPA, CGA, Chief Financial Officer for the ACRD as the Collector for 2021.*

CARRIED

b. Request for Decision regarding Electoral Area Directors Committee Terms of Reference – 2021

MOVED: Director Shannon

SECONDED: Director Bodnar

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

CARRIED

c. Request for Decision regarding Alberni Valley Regional Airport Advisory Committee Terms of Reference – 2021

MOVED: Director Cote

SECONDED: Director Paulson

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

CARRIED

d. Request for Decision regarding Appointment to the Port Alberni Port Authority Dry Dock Committee for 2021

MOVED: Director Shannon

SECONDED: Director Paulson

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director McNabb to the Port Alberni Port Authority Dry Dock Committee for 2021.

CARRIED

e. Request for Decision regarding Emergency Support Services Memorandum of Understanding between ACRD & Salvation Army

Director Minions declared a conflict of interest respecting agenda item 8 (e), stating her husband holds a position with the Salvation Army, and left the meeting at 2:04 pm.

MOVED: Director Cote
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the Chief Administrative Officer to enter into a Memorandum of Understanding on behalf of the Alberni-Clayoquot Regional District with the Salvation Army, defining Emergency Support Service response roles in the Alberni Valley.

CARRIED

Director Minions re-entered the meeting at 2:10 pm.

**f. Request for Decision regarding AVRA – Lease Lot 10 – Formula
Photographics and Lease Lot 9 & 16 – SMR Photographic Inc.**

MOVED: Director Roberts
SECONDED: Director Paulson

THAT the Alberni-Clayoquot Regional District Board of Directors approve the amendment of lease lot 9, Formula Photographics at the Alberni Valley Regional Airport to move to lease lot 10 at a rate of \$1529.78 plus GST per year effective January 1, 2021 for a three year term ending December 31st, 2024.

CARRIED

MOVED: Director Bodnar
SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors approve the amendment of lease lot 16, SRM Restorations at the Alberni Valley Regional Airport to add lease lot 9 for a total rate of \$3227.73 plus GST per year effective September 1, 2020 for a three year term ending August 31, 2023.

CARRIED

**g. Request for Decision regarding COVID-19 Resilience Infrastructure Grant
Applications**

MOVED: Director Cote
SECONDED: Director McNabb

THAT the Board of Directors authorize staff to submit an application to the British Columbia – COVID-19 Resilience Infrastructure Stream (CVIRS) in the amount of \$140,000 for Area 'D' Sproat Lake for the extension of Lakeshore Drive Pathway.

CARRIED

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors authorize staff to submit an application to the British Columbia – COVID-19 Resilience Infrastructure Stream (CVIRS) in the amount of \$32,500 for Area 'E' Beaver Creek for the construction of a pedestrian bridge within Evergreen Park.

CARRIED

h. Request for Decision regarding ACRD Open Meetings and Electronic Meetings – COVID-19 Pandemic

MOVED: Director Jack

SECONDED: Director Roberts

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 without members of the public in attendance in person until April 29, 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 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

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. RA20005, CORTESE AND POOL, STRATA LOT 63 HAGGARD COVE (BAMFIELD)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1410

MOVED: Director Beckett

SECONDED: Director McNabb

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Beckett

SECONDED: Director Shannon

THAT Bylaw P1410 Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roberts

THAT Bylaw P1410 Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

CARRIED

b. DVC20009, HUGGINS, 1170 FIFTH AVENUE, SALMON BEACH (LONG BEACH)

Development Variance Permit Application – Report

MOVED: Director Roberts

SECONDED: Director Shannon

THAT the Board of Directors consider issuing development variance permit DVC20009 subject to:

Support from the Ministry of Transportation and Infrastructure (MOTI) to reduce the required 4.5 metre MOTI building setback from a public roadway.

Neighbouring properties being notified as per Local Government Act s.499.

CARRIED

c. DVD20008, KLAPSTEIN, 10893 LAKESHORE ROAD (SPROAT LAKE)

Development Variance Permit Application – Report

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Board of Directors consider issuing development variance permit DVD20008, subject to neighbouring properties being notified as per Local Government Act s.499.

CARRIED

- d. RD20003, STEVENS, 7956 PACIFIC RIM HIGHWAY (SPROAT LAKE)**
Rezoning Application – Report and Bylaws P1411 and P1412

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Board of Directors is, at this time, disposed to deny this application and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

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

MOVED: Director Beckett

SECONDED: Director Shannon

THAT the Board of Directors receives this staff report.

CARRIED

10.2 COMMITTEE REPORTS

- a. Salmon Beach Committee Meeting, February 8, 2021 – verbal report
- Director Roberts**

MOVED: Director Roberts

SECONDED: Director Bodnar

THAT this verbal report be received.

CARRIED

10.3 OTHER REPORTS

- a. Apportionment of costs for North Island-911 (NI-911) – Director McNabb**

MOVED: Director Roberts
SECONDED: Director Bodnar

THAT the Alberni-Clayoquot Regional District Board of Directors receive this report for information.

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. RECESS

MOVED: Director McNabb
SECONDED: Director Roberts

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

CARRIED

The meeting was recessed at 2:59 pm

15. RECONVENE

The meeting was reconvened at 3:17 pm

16. IN-CAMERA

MOVED: Director Jack
SECONDED: Director Johnsen

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) (ii) of FOIPPA: The head of a public body must refuse to disclose to an applicant information that would reveal commercial, financial, labour relations, scientific or technical information of or about a third party;*
- iii. *90 (1) (k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the regional district if they were held in public.*

CARRIED

The meeting was closed to the public at 3:19 pm.

The meeting was re-opened to the public at 3:57 pm.

*MOVED: Director Shannon
SECONDED: Director Beckett*

THAT the Alberni-Clayoquot Regional District Board of Directors allow correspondence from Telus requesting a letter of support for consideration as a late item.

*MOVED: Director McNabb
SECONDED: Director Beckett*

THAT the Alberni-Clayoquot Regional District forward a letter to Telus supporting their application for federal funding to expand wireless cellular coverage.

CARRIED

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolution passed at the in-camera portion of the Board of Directors meeting was reported out in open meeting:

THAT the Alberni-Clayoquot Regional District appoint Mr. Mike Kobus to the Beaver Creek Water Advisory Committee for a three-year term.

18. ADJOURN


*MOVED: Director Shannon
SECONDED: Director Roberts*

THAT this meeting be adjourned at 3:58 pm

CARRIED



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services