



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 10, 2021 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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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)  
Sarah Rymer, Alternate 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:** Tanya Shannon, Director, Electoral Area "B" (Beaufort)  
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government
- STAFF PRESENT:** Teri Fong, Acting Chief Administrative Officer  
Tricia Bryant, Acting Chief Financial Officer  
Mike Irg, General Manager of Development Services  
Wendy Thomson, General Manager of Administrative Services  
Charlie Starratt, Regional Fire Services Manager  
Alex Dyer, Planning Manager  
Amy Anaka, Planner  
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
[www.acrd.bc.ca/events/10-11-2021/](http://www.acrd.bc.ca/events/10-11-2021/)

### 1. **CALL TO ORDER (Acting CAO)**

The Acting CAO called the meeting to order at 1:30 pm.

The Acting CAO recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Acting CAO reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions were conducted around the Board Table.

## 2. ELECTIONS – CHAIR AND VICE-CHAIR

The General Manager of Administrative Services (GMAS) provided a brief overview of the election process for election of Chairperson and Vice-Chairperson of the Alberni-Clayoquot Regional District for 2021/2022.

### a. ELECTION OF CHAIRPERSON – 2021/2022

The GMAS conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2021/2022.

The GMAS declared Director Jack to the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2021/2022.

### b. ELECTION OF VICE-CHAIRPERSON FOR 2021/2022

The GMAS conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2021/2022.

The GMAS declared Director McNabb to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2021/2022.

Director Jack assumed the Chair.

## 3. APPROVAL OF AGENDA

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

*THAT the agenda be approved as circulated with the addition of the following late item under Section 13 Late Business – Joint Letter of Appreciation with Air Quality Council to the Ministry of Health and Ministry of Environment and Climate Change.*

**CARRIED**

Director Cootes left the meeting at 1:39 pm.

## 4. DECLARATIONS

## 5. ADOPTION OF MINUTES

**a. Board of Directors Meeting – October 27, 2021**

*MOVED: Director Roberts*

*SECONDED: Director Beckett*

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

**CARRIED**

**b. Electoral Area Directors Committee Meeting – November 3, 2021**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the minutes of the Electoral Area Directors Committee Meeting held on November 3, 2021 be adopted.*

**CARRIED**

**6. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Inspector Eric Rochette, Officer in Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for Q3 (July - September) 2021.**

Inspector Rochette introduced the Department's new Operations Supervisor, S/Sgt Mike Thompson and provided an overview of the third quarter policing report.

**7. CORRESPONDENCE FOR ACTION**

**a. The Vancouver Island Regional Library (VIRL) Board, October 22, 2021 requesting Regional District Director appointments to the VIRL Board of Trustees for 2022.**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Cote as appointee on the Vancouver Island Regional Library Board of Trustees for 2022.*

**CARRIED**

*MOVED: Director Beckett*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Director appoint Director Jack*

*as the alternate appointee on the Vancouver Island Regional Library Board of Trustees for 2022.*

**CARRIED**

**8. CORRESPONDENCE FOR INFORMATION**

- a. **FOREST ENHANCEMENT SOCIETY OF BRITISH COLUMBIA**  
BC Forestry Workers are Climate Change Heroes
- b. **ISLAND COASTAL ECONOMIC TRUST**  
Art, Culture and History Unite in Unique Cumberland Vitalization Project
- c. **AVICC**  
Call for Nominations for AVICC Executive
- d. **COASTAL COMMUNITY NETWORK**  
Overview and Membership Fees

*MOVED: Director Roberts*

*SECONDED: Director Paulson*

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

**CARRIED**

**9. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding 2022 AVICC – Resolutions Notice & Request for Submissions**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit possible resolutions for consideration at the 2022 Association of Vancouver Island Coastal Communities Convention to the General Manager of Administrative Services on or before January 14, 2022 and, based on submissions received, Regional District staff be instructed to bring back drafted resolutions and background materials for consideration of endorsement by the Board of Directors at one of the following regular meetings: December 8, 2021, January 12, 2022 or January 26, 2022.*

**CARRIED**

- b. **Request for Decision regarding Island Health Service Funding Contract – Alberni-Clayoquot Health Network**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors enter into a three-year funding service contract with Island Health on behalf of the Alberni-Clayoquot Health Network in the amount of \$80,000 per year for a total of \$240,000.00 commencing December 1, 2021.*

**CARRIED**

*MOVED: Director Cote  
SECONDED: Director Rymer*

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to Island Health thanking them for their continued funding for the Alberni-Clayoquot Health Network and request Island Health consider an increase to the annual funding amount to reflect increased cost of living and operating costs.*

**CARRIED**

**c. Request for Decision regarding Provincial COVID-19 Restart Grant Allocation**

*MOVED: Director McNabb  
SECONDED: Director Bodnar*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the allocation of COVID-19 Restart Funds, subject to removing \$10,000 from Regional / Community Parks, as follows:*

Year	Service	Amount	Description
2021	General Government	\$5,500	COVID office costs
2021	General Government	\$17,000	Further IT upgrades including Boardroom audio/visual improvements
2021	Alberni Valley Emergency Planning	\$2,500	Emergency Operations Center mobile kit
2021	Rural Planning / Building Inspection	\$15,000	Resources to support the increase in development applications
2022	Rural Planning / Building Inspection	\$66,000	Resources to support the increase in development applications
2022	Regional / Community Parks	\$40,000	ACRD Parks & Trails Design and Construction Guidelines, Log Train Trail Management Plan and Franklin River Bridge Concept Design
<b>Total</b>		<b>\$146,000</b>	

*AND FURTHER staff be instructed to investigate if COVID Restart Grant funds could be allocated to the Alberni-Clayoquot Health Network and report back at the next Board of Directors meeting.*

**CARRIED**

**d. Request for Decision regarding Sproat Lake Volunteer Fire Department – Water Tender Apparatus RFP**

*MOVED: Director Cote  
SECONDED: Director Rymer*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the contract to supply a Water Tender Apparatus to the Sproat Lake Volunteer Fire Department to Hub Fire Engines & Equipment Ltd in the amount of \$436,409.00 plus taxes.*

**CARRIED**

## **10. PLANNING MATTERS**

### **10.1 ELECTORAL AREA DIRECTORS ONLY**

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

*MOVED: Director McNabb*

*SECONDED: Director Rymer*

*THAT Bylaw P1429, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be adopted.*

**CARRIED**

- b. RF17010, ASPELL, 2996 HIGHMOOR ROAD (CHERRY CREEK)**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1433

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT Bylaw P1433, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Cote*

*THAT Bylaw P1433, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a third time.*

**CARRIED**

- c. RF21010, J & Y SOHN ENTERPRISES LTD, 2404 TIMBERLANE ROAD (CHERRY CREEK)**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and  
Bylaw P1434

*MOVED: Director Bodnar*

*SECONDED: Director McNabb*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Rymer*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director McNabb*

*THAT Bylaw P1434, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Roberts*

*THAT Bylaw P1434, Regional District of Alberni-Clayoquot Zoning Atlas Amendment  
Bylaw be read a third time.*

**CARRIED**

- d. ALBERNI VALLEY ELECTORAL AREAS HOUSING NEEDS REPORTS (ALBERNI VALLEY ELECTORAL AREAS)**  
Request for Decision and Staff Presentation

The ACRD Planner, Amy Anaka, presented an overview of the Alberni Valley Electoral Area Housing Needs Report.

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors receive the Alberni Valley Electoral Area Housing Needs Reports for Beaufort Area 'B', Sproat Lake Area 'D', Beaver Creek Area 'E', Cherry Creek Area 'F', and the sub-regional Alberni Valley Electoral Areas Housing Needs Report, as presented.*

**CARRIED**

MOVED: Director Cote  
SECONDED: Director Beckett

*THAT the Board of Directors direct staff to publish the Alberni Valley Electoral Area Housing Needs Reports for Beaufort Area 'B', Sproat Lake Area 'D', Beaver Creek Area 'E', Cherry Creek Area 'F', and the sub-regional Alberni Valley Electoral Areas Housing Needs Report, on the ACRD website for public access.*

**CARRIED**

## **11. REPORTS**

### **11.1 STAFF REPORTS**

### **11.2 COMMITTEE REPORTS**

### **11.3 OTHER REPORTS**

#### **a. Alberni Valley Museum and Heritage Commission Minutes – November 3, 2021**

MOVED: Director Cote  
SECONDED: Director McNabb

*THAT the Board receives this report for information.*

**CARRIED**

## **12. UNFINISHED BUSINESS**

## **13. LATE BUSINESS**

MOVED: Director Bodnar  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a joint letter with the Air Quality Council to the Ministry of Health and Ministry of Environment and Climate Change applauding their dedication and support for the Regional District's adoption of Air Quality Bylaws in region and in particular recognize the support received from Mr. Earle Plain and Dr. Paul Hasselback.*

**CARRIED**

*MOVED: Director Paulson  
SECONDED: Director Cote*

*THAT the ACRD Board of Directors allow the following late item: brief report from Director Paulson on developments with regards to liability to elected and appointed officials as perceived by members of the community.*

**CARRIED**

Director Paulson reported on members of the public attending the last two City of Port Alberni Council meetings without masks and sitting in the middle of the public using Council meetings as a platform to present their anti-mask and anti-vaccine campaign. He discussed liability concerns and recommended the Regional District consider being proactive if this were to happen at the Board table.

*MOVED: Director Jack  
SECONDED: Director Paulson*

*THAT the ACRD Board of Directors instruct staff investigate and report back to the Board on possible amendments to the ACRD Procedures Bylaw to move a Regional District Board or Committee meeting from a hybrid meeting to fully online meeting on the same day.*

**CARRIED**

#### **14. QUESTION PERIOD**

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

#### **15. RECESS**

*MOVED: Director Roberts  
SECONDED: Director McNabb*

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

**CARRIED**

The meeting was recessed at 2:58 pm.

#### **16. RECONVENE**

The meeting was reconvened at 3:10 pm.

**17. IN-CAMERA**

*MOVED: Director Jack*  
*SECONDED: Director Roberts*

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

- i. 90 (1) (c) labour relations or other employee relations.*
- 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.*

**CARRIED**

The meeting was closed to the public at 3:11 pm.

The meeting was re-opened to the public at 3:23 pm.

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

**19. ADJOURN**

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

*THAT this meeting be adjourned at 3:23 pm.*

**CARRIED**

Certified Correct:

*John Jack*

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John Jack,  
Chairperson

*Wendy Thomson*

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Wendy Thomson,  
General Manager of Administrative Services