



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 24, 2021, 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

- DIRECTORS PRESENT:** John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
John McNabb, Vice-Chairperson, Director, Electoral Area "E" (Beaver Creek)
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Tanya Shannon, Director, Electoral Area "B" (Beaufort)
Rene Lacoursiere, Alternate 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:** Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Alan McCarthy, Member of Legislature, Yuułu?iŋ?ath Government
Kel Roberts, Director, Electoral Area "C" (Long Beach)
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Development Services
Jenny Brunn, General Manager of Community Services
Wendy Thomson, General Manager of Administrative Services
Heather Zenner, Protective 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:
<https://www.acrd.bc.ca/events/24-11-2021/>

1. **CALL TO ORDER**

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

The Chairperson recognized this meeting 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.

The Chairperson introduced & welcomed Mr. Daniel Sailland, new Chief Administrative Officer for the Alberni-Clayoquot Regional District.

Introductions were conducted around the board table.

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT the agenda be approved as circulated with the addition of the following late item under Section 12 – Late Business - Letter of appreciation to Mr. Bob Kanngiesser for his service on the Alberni Valley Regional Airport Advisory Committee.

CARRIED

3. DECLARATIONS

Director Bodnar declared a conflict of interest respecting agenda item 9.1 (a).

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 10, 2021

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the minutes of the Board of Directors meeting held on November 10, 2021 be adopted.

CARRIED

b. Alberni Valley Regional Airport Advisory Committee Meeting – November 16, 2021

MOVED: Director McNabb

SECONDED: Director Paulson

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on November 16, 2021 be adopted.

CARRIED

c. West Coast Committee Meeting – November 17, 2021

MOVED: Director Johnsen

SECONDED: Director Stere

THAT the minutes of the West Coast Committee meeting held on November 17, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Lieutenant (N) Cody E. Wylie, Canadian Armed Forces presenting Exercise Ready Renaissance 22.

Lieutenant Wylie provided an overview of Exercise Ready Renaissance 22 which is taking place next April on Vancouver Island. This is an exercise to validate Canada's Disaster Assistance Response Team (DART). He reported on a component of the exercise being conducted in Port Alberni. There won't be a lot of Canadian Armed forces on the ground in Port Alberni, however the exercise benefits from having local subject matter experts that know the area to provide insight into the fact finding that their members do and bring back to feed their commanders.

b. Sandy Mackay, M'akola Development Services, presentation on the West Coast Housing Need and Demand Study.

Mr. Mackay conducted a power point presentation on the West Coast Housing Need and Demand Study.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

a. ISLAND COASTAL ECONOMIC TRUST

Community Builder – Bruce Evans, Director Fanny Bay Harbour Authority

b. B.C. FERRY AUTHORITY

Thank you and confirmation there will be a follow up letter to the ACRD Board regarding questions asked of the Authority's Delegation at the October 24, 2021 meeting.

MOVED: Director Beckett

SECONDED: Director Paulson

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Resolution – Signing Authority for Banking Purposes.

MOVED: Director McNabb

SECONDED: Director Bodnar

i. THAT the following Directors have signing authority:

- John Jack, Chairperson
- John McNabb, Vice-Chairperson
- Penny Cote, Director

ii. THAT the following Staff members have signing authority:

- Daniel Sailland, Chief Administrative Officer
- Teri Fong, CPA, CGA, Chief Financial Officer
- Wendy Thomson, General Manager of Administrative Services

iii. THAT one of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.

CARRIED

b. Request for Decision regarding ACHN Table of Partners – ACRD Representative Nomination.

MOVED: Director McNabb

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors nominate Director Cote to apply to the Alberni-Clayoquot Health Network Table of Partners for a one (1) year term commencing January 1, 2022.

CARRIED

c. Request for Decision regarding Lot 8, Plan VIP 25529, District Lot 469, Clayoquot Land District (238 Mavis Avenue).

MOVED: Director Stere

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors resolve to register a Notice on Title to Lot 8, Plan VIP25529, District Lot 469, Clayoquot Land District as per "Section 57 of the Community Charter".

CARRIED

d. Request for Decision regarding Bamfield Volunteer fire Department – Mini-Pumper Fire Apparatus RFP.

MOVED: Director Beckett

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors award the contract to supply a Mini-Pumper Fire Apparatus, for the Bamfield Volunteer Fire Department, to Fort Garry Fire Trucks in the amount of \$328,090.00 plus taxes.

CARRIED

e. Request for Decision regarding Bylaw Enforcement Policy and Bylaw Enforcement Officer Designation.

MOVED: Director McNabb

SECONDED: Director Paulson

THAT the Board of Directors rescind the current ACRD Bylaw Enforcement Policy.

CARRIED

MOVED: Director McNabb

SECONDED: Director Paulson

THAT the Board of Directors adopt the ACRD Bylaw Enforcement Policy as presented November 24, 2021.

CARRIED

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT the Board of Directors designate Jason Kevis and Charity Hallberg Dodds as Bylaw Enforcement Officers.

CARRIED

f. Request for Decision regarding Campground and Development Issues at the Long Beach Airport.

MOVED: Director Stere

SECONDED: Director Cole

THAT the Alberni-Clayoquot Regional District Board of Directors support in principle long-term development planning for lands at the Long Beach Airport and direct staff to complete an assessment of resource needs and financial implications to support this objective as part of the 2022-2026 Financial Planning process.

CARRIED

9. PLANNING MATTERS

Director Bodnar declared a conflict of interest respecting agenda item 9.1 (a) and left the meeting at 2:38 pm.

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RD19010, FLEMING, DAY, DIROCCO, COATES, FRECHETTE, SHERWOOD, BEAUTY ISLAND, GREAT CENTRAL LAKE (SPROAT LAKE)**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1405 and P1406

MOVED: Director Lacoursiere

SECONDED: Director Shannon

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Lacoursiere

SECONDED: Director McNabb

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Lacoursiere

SECONDED: Director McNabb

THAT Bylaw P1405, Sproat Lake Official Community Plan Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Lacoursiere

SECONDED: Director Shannon

THAT Bylaw P1405, Sproat Lake Official Community Plan Amendment Bylaw be read a third time.

CARRIED

MOVED: Director Lacoursiere

SECONDED: Director McNabb

THAT Bylaw P1406, Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Lacoursiere
SECONDED: Director McNabb

THAT Bylaw P1406, Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw be read a third time.

CARRIED

Director Bodnar re-entered the meeting at 2:42 pm.

- b. DVE21004, MALLON, 5637 TOMSWOOD 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 DVE21004.

CARRIED

- c. RF17010, ASPELL, 2996 HIGHMOOR ROAD (CHERRY CREEK)**
Rezoning Application – Memorandum and Bylaw P1433

MOVED: Director Bodnar
SECONDED: Director Shannon

THAT Bylaw P1433, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

- d. TUP20005, HEATHER POWELL, 3133 ALBERNI HIGHWAY (CHERRY CREEK)**
Temporary Use Application – Memorandum

The General Manager of Planning and Development clarified that TUP20005 is considered a new application as there has been a significant time lapse since TUP17010 expired and there are several new conditions proposed for inclusion in TUP20005, as per the July 28, 2021 Board resolution.

MOVED: Director Bodnar
SECONDED: Director McNabb

THAT the Board of Directors confirm the 17 conditions listed on pages 74 and 75 of the Board agenda are a requirement for proceeding with TUP20005, as per the Board resolution from July 28, 2021, including limiting the campground to 22 campsites.

CARRIED

MOVED: Director Bodnar
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors refer Temporary Use Permit TUP20005 back to the Cherry Creek Advisory Planning Commission.

CARRIED

The meeting recessed at 3:03 pm.
The meeting re-convened at 3:14 pm.

9.2 ALL DIRECTORS

- a. LONG BEACH ELECTORAL AREA ‘C’ HOUSING NEEDS REPORT, AND WEST COAST HOUSING NEED AND DEMAND STUDY REGIONAL SUMMARY AND REPORT INTRODUCTION (ALL AREAS)**
Request for Decision
Housing Needs Report and Regional Summary – Uploaded separately to the [ACRD Website](#)

MOVED: Director Stere
SECONDED: Director Johnsen

THAT the Board of Directors receive the Long Beach Electoral Area ‘C’ Housing Needs Report, and West Coast Housing Need and Demand Study Regional Summary and Report Introduction, as presented.

CARRIED

MOVED: Director Stere
SECONDED: Director Beckett

THAT the Board of Directors direct staff to publish the Long Beach Electoral Area ‘C’ Housing Needs Report, and West Coast Housing Need and Demand Study Regional Summary and Report Introduction, on the ACRD website for public access.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – December 2021**
b. Building Report - October 2021
c. Monthly Agreement & Grant Delegation Report – November 19, 2021

MOVED: Director Shannon
SECONDED: Director Cole

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 on the last meeting of the Corporation.

b. Vancouver Island Regional Library – P. Cote – No Report

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

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

Director Bodnar reported on the last Council meeting. There have been nine woodstove exchanges so far this year, three of the exchanges converted over to natural gas.

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

f. Association of Van. Island & Coastal Communities – P. Cote – No Report

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

h. West Island Woodlands Advisory Group – J. Jack

Director Jack and McNabb report on the last meeting. A presentation was received from Huu-ay-aht First Nation regarding name change of TFL 44 and the resource management plan.

i. Agricultural Development Committee – T. Shannon – No Report

j. Other Reports

Chairperson Jack reported on his attendance at the - November 12th West Coast Non-Market and Affordable Housing forum on November 12th.

MOVED: Director McNabb

SECONDED: Director Johnsen

THAT the Board of Directors receive the member reports.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Letter of Appreciation to Bob Kanngiesser.

MOVED: Director Jack
SECONDED: Director McNabb

THAT the ACRD Board of Directors forward a letter to Mr. Bob Kanngiesser thanking him for serving on the Alberni Valley Regional Airport Advisory Committee.

CARRIED

13. 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.

14. ADJOURN

MOVED: Director McNabb
SECONDED: Director Bodnar

THAT this meeting be adjourned at 3:29 pm.

CARRIED

Certified Correct:

John Jack

John Jack,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services