



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 22, 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)
Kel Roberts, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
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, Yuułu?if?ath Government
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Sharie Minions, Mayor, City of Port Alberni
- STAFF PRESENT:** Teri Fong, Acting Chief Administrative Officer
Tricia Bryant, Acting Chief Financial Officer
Mike Irg, General Manager of Development Services
Jenny Brunn, General Manager of Community Services
Heather Zenner, Protective Services Manager
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
George Rose, Manager of Information Technology
Charlie Starratt, Regional Fire Services Manager
John Thomas, Environmental Services Technician
Alex Dyer, Manager of Planning

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/22-9-2021/>

1. **CALL TO ORDER**

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

The Chairperson introduced Director Roberts and Director Bodnar who are attending the meeting today in-person in the ACRD Board Room along with the following staff:

Teri Fong, Acting Chief Administrative Officer, Wendy Thomson, GM of Administrative Services and George Rose, Manager of Information Technology.

The Chairperson recognized the meeting this afternoon is being held throughout the Nuu-chah-nulth territories.

The Chairperson recognized September 30th as National Day of Truth and Reconciliation.

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 Shannon

THAT the agenda be approved as circulated with the addition of the following late item: 8 (g) Request For Decision – Burning Regulation Bylaws and Communication Plan – Submission from the Air Quality Council.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – September 8, 2021

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on September 8, 2021 be adopted.

CARRIED

b. Electoral Area Directors Committee Meeting – September 9, 2021

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the minutes of the Electoral Area Directors Committee meeting held on September 9, 2021 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Presentation - John Thomas, ACRD Environmental Services Technician - 15 Year Service Recognition**

Mr. Thomas was recognized for 15 years of the service with the Alberni-Clayoquot Regional District.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **REGIONAL DISTRICT OF MOUNT WADDINGTON**
Donation to Lytton

MOVED: Director Cote

SECONDED: Director McNabb

THAT the ACRD Board of Directors to refer this correspondence for consideration at the October 13, 2021 Board of Directors meeting.

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Alberni Valley Golf Club & Long Beach Recreation Cooperative Tax Exemption.**

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as "2022 Tax Exemption Bylaw No. F1153."

CARRIED

MOVED: Director McNabb

SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as "2022 Tax Exemption Bylaw No. F1153."

CARRIED

MOVED: Director McNabb

SECONDED: Director Paulson

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as "2022 Tax Exemption Bylaw No. F1153."

CARRIED

*MOVED: Director McNabb
SECONDED: Director Johnsen*

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw cited as "2022 Tax Exemption Bylaw No. F1153."

CARRIED

b. Request for Decision regarding Payment Processing Policy Amendment.

*MOVED: Director Roberts
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the amended Payment Processing Policy as presented.

CARRIED

c. Request for Decision regarding ACRD Communications Coordinator Position.

*MOVED: Director Roberts
SECONDED: Director Johnsen*

THAT the Alberni-Clayoquot Regional District Board of Directors approve the permanent full-time position of Communication Coordinator effective January 1, 2022 at an estimated annual cost of \$99,000 including benefits.

CARRIED

d. Request for Decision regarding BC Transit 3 Year Expansion Initiatives.

*MOVED: Director Cote
SECONDED: Director Johnsen*

THAT the Alberni-Clayoquot Regional District Board of Directors confirm the BC Transit 3 Year Expansion Initiatives - 2022/23 to 2024/25 and sign the letter from BC Transit dated August 26, 2021.

CARRIED

*MOVED: Director Cote
SECONDED: Director Johnsen*

THAT the Alberni-Clayoquot Regional District Board of Directors confirm the Board's interest, via a letter to BC Transit, in conducting a Transit Future Service Plan in 2022 for the City of Port Alberni and Alberni Valley Electoral Areas.

CARRIED

- e. Request for Decision regarding Union of BC Municipalities – Community Resiliency Investment Program, FireSmart Grant.**

MOVED: Director Roberts

SECONDED: Director Paulson

THAT the Alberni-Clayoquot Regional District Board of Directors apply to the Union of BC Municipalities – Community Resiliency Investment Program, FireSmart grant with interested grant partners.

CARRIED

- f. Request for Decision regarding “Hole in the Wall’ Visitor Attraction”.**

MOVED: Director Cote

SECONDED: Director Roberts

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff and Director Bodnar to participate in a stakeholder’s meeting regarding the ‘Hole in the Wall’ Visitor Attraction.

CARRIED

- g. Request for Decision regarding Burning Regulation Bylaws and Communication Plan.
(Late Submission: correspondence from the Air Quality Council)**

MOVED: Director McNabb

SECONDED: Director Cote

THAT third reading of Bylaw R1030, Solid-Fuel Burning Appliance Emission Regulation Bylaw be rescinded.

CARRIED

MOVED: Director McNabb

SECONDED: Director Paulson

THAT Bylaw R1030, Solid-Fuel Burning Appliance Emission Regulation Bylaw be amended as presented.

CARRIED

MOVED: Director McNabb
SECONDED: Director Johnsen

THAT Bylaw R1030, Solid-Fuel Burning Appliance Emission Regulation Bylaw be given third reading as amended.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT third reading of Bylaw R1032, Outdoor Burning Smoke Control Regulation Bylaw be rescinded.

CARRIED

MOVED: Director McNabb
SECONDED: Director Cote

THAT Bylaw R1032, Outdoor Burning Smoke Control Regulation Bylaw be amended as presented.

CARRIED

MOVED: Director McNabb
SECONDED: Director Beckett

THAT Bylaw R1032, Outdoor Burning Smoke Control Regulation Bylaw be given third reading as amended.

CARRIED

MOVED: Director McNabb
SECONDED: Director Beckett

THAT the Board of Directors direct staff to conduct the Burning Regulation Communication Plan as presented.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. RE21004, HAWKINS/JURKIC, 6411 BEAVER CREEK ROAD (BEAVER CREEK)**
Rezoning Application – Memorandum and Bylaw P1432

MOVED: Director McNabb
SECONDED: Director Shannon

THAT Bylaw P1432, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

b. CENTRAL LAKE ROAD COMMUNITY PETITION (SPROAT LAKE)
Request for Decision

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Board of Directors direct staff to draft an amendment to the Sproat Lake Official Community Plan to redesignate the Central Lake Road area to 'Rural Central Lake Use' following the adoption of the updated ACRD Zoning Bylaw.

CARRIED

9.2 ELECTORAL AREA DIRECTORS AND TOFINO

a. ZONING BYLAW REVIEW PROJECT UPDATE AND NEXT STEPS (ALL AREAS)
Request for Decision

MOVED: Director Roberts

SECONDED: Director Cote

THAT the ACRD Board of Directors direct staff to hold a joint Alberni Valley APC meeting and individual Bamfield APC and Long Beach APC meetings via Zoom or hybrid/in person, if possible, to review the bylaws.

CARRIED

MOVED: Director Roberts

SECONDED: Director McNabb

THAT the ACRD Board of Directors direct staff to host an online or in person/hybrid, if possible, open house to allow an opportunity for the public to ask questions and provide additional input on the bylaws.

CARRIED

MOVED: Director Roberts

SECONDED: Director McNabb

THAT the ACRD Board of Directors direct staff to organize seven public hearings to consider each of the six OCP amendment bylaws and the Zoning Bylaw at individual public hearings following first reading of the bylaws.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. **Meeting Schedule – October 2021**
- b. **Building Report – August 2021**
- c. **Monthly Agreement & Grant Delegation Report – September 2021**
- d. **Riparian Areas Protection Regulation (RAPA) Background – September 2021 (A. Dyer)**
- e. **Update on Strategic Priority Targets & Capital Project**

MOVED: Director Beckett

SECONDED: Director Shannon

THAT the Board of Directors receives the staff reports a-e.

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**

Director Cote reported the Board met with their new Executive Director, Ben Hyman. The Board meets this Saturday, on the agenda under facilities is a new library for Tofino.

- c. **Alberni Valley Chamber of Commerce – S. Minions – No Report**
- d. **Air Quality Council, Port Alberni – D. Bodnar**

Director Bodnar reported on the Council meeting held September 16th. There have been 10 woodstove exchanges completed to date for 2021. The new rebate programs started on September 15th – Woodstove Exchanges are increasing from \$250 to \$300, Alternate Fuel is increasing from \$500 to \$750 and Woodstove to Heat Pump from \$500 to \$1,000.

- e. **West Coast Aquatic Board – T. Stere – No Report**
- f. **Association of Vancouver 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 – No Report**
- i. **Agricultural Development Committee – T. Shannon**

Director Shannon reported on the meeting yesterday morning. In order to be more inclusive, the Agricultural Advisory Committee will be receiving copies of

their Committee agendas and minutes and Committee members are invited to attend their meetings to keep up to date on activities of the Agricultural Development Committee.

j. Other Reports

Director Cote reported on her attendance at the UBCM Convention. One of the biggest resolutions coming out of the Convention was ensuring local government financial resiliency.

MOVED: Director McNabb

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 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. IN-CAMERA

MOVED: Director Johnsen

SECONDED: Director McNabb

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

- 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;*
- 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;*
- 90 (2) (b): the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

CARRIED

The meeting was closed to the public at 3:27 pm.

The meeting was re-opened to the public at 3:42 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the ACRD Board of Directors approve the re-appointment of Mike Cann as the Fire Chief of the Sproat Lake Volunteer Fire Department for a three (3) year term.

16. ADJOURN

MOVED: Director Shannon

SECONDED: Director McNabb

THAT this meeting be adjourned at 3:43 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services