



Alberni-Clayoquot Regional District

MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING HELD ON WEDNESDAY, FEBRUARY 24, 2021, 10:00 AM

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

- DIRECTORS** John Jack, Chairperson, 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, District of Ucluelet
Kirsten Johnsen, Member of Council, Toquaht Nation
- REGRETS:** Tom Stere, Councillor, District of Tofino
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Alan McCarthy, Member of Legislature, Yuułu?it?ath 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
Heather Zenner, Protective Services Manager
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant
Mark Fortune, Airport Superintendent

The meeting can be viewed on the Alberni-Clayoquot Regional District website at <https://www.acrd.bc.ca/events/24-2-2021/>

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:00 am.

The Chairperson recognized the meeting this morning 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 Shannon

SECONDED: Director Roberts

THAT the agenda be approved as circulated.

CARRIED

3. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Ursula Banke, Project Facilitator, Island Works Transitions Inc. – regarding West Coast Regional Business & Workforce Strategy – Post Pandemic Recovery Plan.**

Ms. Banke spoke to the West Coast Regional Business & Workforce Strategy – Post Pandemic Recovery Plan and upcoming grant opportunity. They have developed a partnership with North Island College who will be a funding participant in the program. Ms. Banke requested the ACRD Board of Directors consider the following: matching funds of \$9,000.00 towards the program, letter of support for the program and appointment of a Director to their advisory committee.

MOVED: Director McNabb

SECONDED: Director Bodnar

THAT the Committee of the Whole recommend that the ACRD Board of Directors provide a letter of support for the West Coast Regional Business & Workforce Strategy – Post Pandemic Recovery Plan and recognizing direct financial support cannot be applied to this project.

CARRIED

Director Johnsen entered the meeting at 10:09 am

4. REQUEST FOR DECISION

- a. Request for Decision regarding Proposed Communications Coordinator and Purchasing Coordinator**

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Committee of the Whole recommend to the Alberni-Clayoquot Regional District Board of Directors that it approve the full-time position of Purchasing Coordinator at an estimated annual cost of \$98,000 including benefits to commence September 1, 2021.

CARRIED

MOVED: Director Roberts
SECONDED: Director Johnsen

THAT the Committee of the Whole recommend to the Alberni-Clayoquot Regional District Board of Directors that it approve the full-time position of Communications Coordinator at an estimated annual cost of \$99,000 including benefits to commence September 1, 2021.

MOVED: Director Becketts
SECONDED: Director Roberts

THAT the main motion be amended to commence January 1, 2022.

CARRIED

The main motion as amended was

CARRIED

b. Request for Decision regarding Allocation of the COVID-19 Restart Grant

MOVED: Director Cote
SECONDED: Director Bodnar

THAT the Committee of the Whole recommend the allocation of the remaining COVID-19 Restart Funds for inclusion by the Board of Directors in the 2021-2025 Financial Plan as follows:

Year	Service	Amount	Description
2021	Management of Development – Rural Areas	\$10,000	Mitigation efforts for illegal camping in the region
2021	Regional Parks	\$17,600	Improvements based on Strategic Plan
Total		\$27,600	

MOVED: Director McNabb
SECONDED: Director Beckett

THAT the main motion be amended to allocate \$17,600 to regional and community parks.

CARRIED

The main motion as amended was

CARRIED

c. Request for Decision regarding Grant-in-aid – Music by the Sea

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in 2021 in the amount of \$2,000.00 to Music by the Sea with all Municipalities and Electoral Area participating in the grant.

CARRIED

d. Request for Decision regarding Grant-in-aid – Alberni Valley Drag Race Association

MOVED: Director McNabb

SECONDED: Director Minions

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grand-in-aid in 2021 in the amount of \$5,000.00 to the Alberni Valley Drag Racing Association with the City of Port Alberni and Electoral Areas A, B, D, E, and F participating in the grant AND FURTHER this grant award be subject to the Association holding an event in the Alberni Valley in 2021.

CARRIED

5. REPORTS

a. 2021-2025 Alberni-Clayoquot Regional District Financial Plan – Draft dated February 17, 2021. Please click this link to be taken to the [Draft Plan](#) on our website or go to: <https://www.acrd.bc.ca/617>

b. Electoral Area Administration

c. Tofino Chamber of Commerce Grant-in-Aid – application withdrawn

MOVED: Director Shannon

SECONDED: Director Cote

THAT the Committee-of-the-Whole receive reports a-c for information.

CARRIED

6. LATE BUSINESS

7. **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 Committee 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.

8. **IN-CAMERA**

MOVED: Director Jack

SECONDED: Director Bodnar

THAT the meeting be closed to the public as per the Community Charter, section(s):

- i. 90 (1) (c) labour relations or other employee relations;*
- ii. 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 committee, 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 12:09 pm.

The meeting was re-opened to the public at 12:40 pm.

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

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

THAT the Committee of the Whole recommend that the ACRD Board of Directors authorize staff to hire the assistant accountant position as soon as possible.

10. **ADJOURN**

MOVED: Director McNabb

SECONDED: Director Roberts

THAT this meeting be adjourned at 12:40 pm

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services