



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 9, 2022, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

John Jack, Chairperson, Councillor, Huu-ay-aht First Nation

PRESENT:

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)

Ron Corbeil, Councillor, City of Port Alberni

Rachelle Cole, Councillor, District of Ucluelet

Tom Stere, Councillor, District of Tofino

Kirsten Johnsen, Member of Council, Toquaht Nation

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Alan McCarthy, Member of Legislature, Yuułuꞵiꞵath Government

REGRETS:

Sharie Minions, Mayor, City of Port Alberni

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Teri Fong, Chief Financial Officer

Mike Irg, General Manager of Planning & Development

Jenny Brunn, General Manager of Community Services

Wendy Thomson, General Manager of Administrative Services

Heather Zenner, Protective Services Manager

Charlie Starratt, Regional Fire Services Manager

Alex Dyer, Planning Manager

Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

www.acrd.bc.ca/events/9-2-2022/

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 Nuuchahnulth territories.

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

Introductions - Board Members and Staff present in the Boardroom.

The Chief Financial Officer introduced new Regional District staff members, Kyle Ilett, Assistant Accountant and Amy Mayo, Asset Management & Grant Coordinator.

2. APPROVAL OF AGENDA

MOVED: Director Roberts

SECONDED: Director Cole

THAT the agenda be approved as circulated with the addition of the following late item under section 9.1 (b) Late Correspondence respecting Development Variance Permit DVC21002.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – January 26, 2022

MOVED: Director Cote

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on January 26, 2022, be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Dave Hurwitz and Emily Fulton, Thornton Creek Enhancement Society regarding their report on Grant-in-Aid funds used to complete road repairs and a brief overview of the society's work in the region.

The delegation provided an overview of the Thornton Creek Enhancement Society. They are a non-profit organization dedicated to sustaining and rebuilding salmon stocks in the Barkley Sound region and facilitating educational opportunities for locals and visitors. The delegation thanked the Board of Directors for supporting their grant in aid in 2021 for road repairs.

Director Johnsen entered the meeting at 1:47 pm.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **DISTRICT OF STEWART**
BC Wildfires Petition – Letter of Support
- b. **ISLAND COASTAL ECONOMIC TRUST**
Art and Light Installation to Enhance Langford’s Central Core
- c. **ISLAND COASTAL ECONOMIC TRUST**
Shawnigan Village to Boost Connectivity Between Downtown Core and Lake
- d. **VILLAGE OF CUMBERLAND**
Bill C-216: A Health Based Approach to the Substance Use Act

MOVED: Director McNabb

SECONDED: Director Beckett

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Parcel Tax Roll Review Panel**

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Board of Directors:

1. *Set the date for the Parcel Tax Roll Review Panel sitting for Monday, February 28, 2022 at 1:30pm via Zoom;*
2. *Appoint the following three directors and one alternate director to the Parcel Tax Roll Review Panel: Director McNabb, Director Cote, Director Bodnar and Director Beckett as Alternate.*
3. *Appoint Teri Fong, CPA, CGA, Chief Financial Officer for the ACRD as the Collector for 2022.*

CARRIED

- b. **Request for Decision regarding Appointment of Election Officers – 2022 General Local Election**

MOVED: Director Roberts

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Wendy Thomson to the position of Chief Election Officer and Heather Zenner to the position of Deputy Chief Election Officer for the purposes of organizing and conducting the 2022 general local election in the Alberni-Clayoquot electoral areas.

CARRIED

c. Request for Decision regarding Beaver Creek Volunteer Fire Department Self Contained Breathing Apparatus Purchase

MOVED: Director McNabb
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors exempt the purchase of 15 Self Contained Breathing Apparatuses (SCBA) from the ACRD's Purchasing Policy Request for Proposal process.

CARRIED

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors authorize staff to undertake a request for quotation process for this purchase and delegate authority to the Chief Administrative Officer to authorize the purchase, provided it's within the \$188,800.00 included in the 2022 budget for the Beaver Creek Volunteer Fire Department (BCVFD).

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. RA21006, BADEN & PAKULA, 460 PACHENA ROAD (BAMFIELD)
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1435

MOVED: Director Beckett
SECONDED: Director Shannon

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Beckett
SECONDED: Director Shannon

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Beckett
SECONDED: Director Roberts

*THAT Bylaw P1435, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a second time.*

CARRIED

*MOVED: Director Beckett
SECONDED: Director Cote*

*THAT Bylaw P1435, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a third time.*

CARRIED

- b. DVC21002, HOWARD & MARTIN, 1145 FOURTH AVENUE, SALMON BEACH
(LONG BEACH)**
Development Variance Permit Application – Memorandum and Permit &
Late Submission

*MOVED: Director Roberts
SECONDED: Director Cote*

THAT the Board of Directors issue development variance permit DVC21002.

CARRIED

- c. DVC21005, SUBIN, 1185 SEVENTH AVENUE, SALMON BEACH (LONG BEACH)**
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director Roberts
SECONDED: Director Cote*

THAT the Board of Directors issue development variance permit DVC21005.

CARRIED

- d. DVD21009, RONKAINEN, 10485 LAKESHORE ROAD (SPROAT LAKE)**
Development Variance Permit Application – Report

*MOVED: Director Cote
SECONDED: Director McNabb*

*THAT the Board of Directors consider issuing development variance permit
DVD21009, subject to neighbouring properties being notified as per Local Government
Act s.499.*

CARRIED

- e. TUP18013, COLLINGS, 8905 FABER ROAD (SPROAT LAKE)**
Temporary Use Permit Renewal Application – Report

MOVED: Director Cote
SECONDED: Director Roberts

THAT the Board of Directors consider re-issuing Temporary Use Permit TUP18013 subject to neighbouring properties being notified as per Local Government Act s.494.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Traditional Territory acknowledgement signage in Alberni-Clayoquot Regional District public facilities.**

MOVED: Director Roberts
SECONDED: Director McNabb

THAT the Board of Directors receives this staff report.

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

11. UNFINISHED BUSINESS

12. LATE BUSINESS

MOVED: Director Cote
SECONDED: Director Shannon

THAT the following be allowed for consideration as a late item: Attendance at the 2022 LGLA and EA Directors forum in April.

CARRIED

Director Cote reported that the Electoral Area Directors Forum and the Local Government Leadership Association Forum has been re-scheduled for April 5th – 8th. Director Cote recommends that interested Directors be authorized to attend. ACRD staff will bring back further information to the Board on these sessions for consideration by the Board.

MOVED: Director Cote
SECONDED: Director McNabb

THAT this verbal report be received.

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.

The Chairperson reported that the Board of Directors meeting will be going in-camera following the Regional Hospital District meeting as identified in section 16 of the agenda.

14. **RECESS**

MOVED: Director Roberts

SECONDED: Director Bodnar

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

CARRIED

The meeting was recessed at 2:50 pm.

15. **RECONVENE**

The meeting was reconvened at 3:53 pm.

16. **IN-CAMERA**

MOVED: Director Jack

SECONDED: Director Bodnar

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

- 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) (c) (i) of FOIPPA: harm significantly the competitive position or interfere significantly with the negotiating position of the third party.*
- 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 3:53 pm.

The meeting was re-opened to the public at 4:02 pm.

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:

The Alberni-Clayoquot Regional District Board of Directors awarded the Bamfield Transfer Station Recycling Coordinator three (3) year contract to Patrick McNamara, in the amount of \$24,000.00 per year; and authorized the CAO to negotiate and execute the contract on behalf of the Regional District.

18. ADJOURN

MOVED: Director Shannon

SECONDED: Director McNabb

THAT this meeting be adjourned at 4:02 pm.

CARRIED

Certified Correct:

John Jack

John Jack,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services