



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 26, 2022, 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)
Sharie Minions, Mayor, City of Port Alberni
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
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Jenny Brunn, General Manager of Community Services
Wendy Thomson, General Manager of Administrative Services
Paulo Eichelberger, Solid Waste Manager
Eddie Kunderman, Operations Manager
Alex Dyer, Planning Manager
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/26-1-2022/> .

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 Nuu-chah-nulth territories.

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

Introductions – Directors and Staff present in the Boardroom.

The General Manager of Administrative Services introduced the Regional District’s new Communications Coordinator, Heather Thomson.

2. APPROVAL OF AGENDA

MOVED: Director Cote

SECONDED: Director McNabb

THAT the ACRD Board of Directors approve the Board agenda as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Electoral Area Directors Committee Meeting – January 12, 2022

MOVED: Director Cote

SECONDED: Director McNabb

THAT the minutes of the Electoral Area Directors meeting held on January 12, 2022, be adopted in principle.

CARRIED

b. Board of Directors Meeting – January 12, 2022

MOVED: Director McNabb

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on January 12, 2022, be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Inspector Eric Rochette, Officer in Charge, Mike Thompson, Staff Sergeant, Operations Supervisor, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for October to December 2021.

Inspector Rochette provided an overview of the quarterly policing statistics for the Port Alberni RCMP Detachment from October to December 2021, and 2021 calls for service in comparison to previous years.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
2020 Poverty Reduction Planning & Action Program Stream 1 – Building Regional Prosperity in the Alberni-Clayoquot Regional District (ACRD)
- b. **ISLAND COASTAL ECONOMIC TRUST**
Two New Strategies to Advance Internet Connectivity in Underserved Communities

MOVED: Director Cote

SECONDED: Director Roberts

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding 2022 Standing/Select Committee Appointments & Appointments to Outside Organizations.**

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the 2022 ACRD Standing/Select Committee Appointments and Appointments to Outside Boards, Agencies, and Commissions as presented and amended.

CARRIED

- b. **Request for Decision regarding Agricultural Development Committee - Updated Terms of Reference, 2022.**

MOVED: Director Shannon

SECONDED: Director Johnsen

THAT the Alberni-Clayoquot Regional District Board of Directors approve the updated terms of reference for the Agricultural Development Committee for 2022 as presented.

CARRIED

- c. **Request for Decision regarding Provincial Grant Threshold for Homeowner Grants.**

MOVED: Director McNabb
SECONDED: Director Shannon

THAT the Alberni-Clayoquot Regional District Board of Directors invite BC Assessment to be a delegation at an upcoming Board or Committee of the Whole meeting to provide an overview of the assessment process and to address the difference between assessments and appraisals.

CARRIED

d. Request for Decision regarding ICIP Grant Application – West Bamfield Submarine Transmission Line.

MOVED: Director Beckett
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to submit an application for \$1,175,238 to fund the West Bamfield Submarine Transmission Line Replacement through the Investing in Canada Infrastructure Program (ICIP) – Green Infrastructure – Environmental Quality Grant.

CARRIED

e. Request for Decision regarding Award of West Coast Organic Processing Equipment Supply, Install and Support.

MOVED: Director Stere
SECONDED: Director Johnsen

THAT the Alberni Clayoquot Regional District (ACRD) Board of Directors award the Organic Processing Equipment, Installation and Support Services for Phase 2 of the Organics Diversion Project at the West Coast Landfill, to Transform Compost Systems, for the contract value of \$448,217.43 (excl. taxes); and further,

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the contract on behalf of the Regional District.

CARRIED

f. Request for Decision regarding AVICC Inter-Governmental Earth Week Challenge – April 2022.

MOVED: Director Roberts
SECONDED: Director Cote

THAT the ACRD Board of Directors authorize the participation of the ACRD in the Inter-Governmental Earth Week Challenge and continue the existing levels of

support to the local community groups for illegal dumping clean-up during Earth Week and throughout 2022.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. DVA21011, POOL & CORTESE, STRATA LOT 63, HAGGARD COVE (BAMFIELD)**
Development Variance Permit Application – Report

MOVED: Director Beckett

SECONDED: Director Roberts

THAT the Board of Directors consider issuing development variance permit DVA21011, subject to neighbour notification as per Local Government Act s.499

CARRIED

- b. SA21005, 0924605 BC LTD., LOT 1, SOUTH BAMFIELD ROAD (BAMFIELD)**
Parcel Frontage Waiver Application – Memorandum

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lots 6 and 7 as per subdivision plan of LOT 1 SECTION 18 TOWNSHIP 1 BARCLAY DISTRICT PLAN 38260 EXCEPT PART IN PLANS 45043, 46428, 47590 AND EPP63000.

CARRIED

- c. TUP21003, DONALDSON, 1360 SMITH-DALE ROAD, PORT ALBION (LONG BEACH)**

Temporary Use Permit Application – Memorandum and Permit

MOVED: Director Roberts

SECONDED: Director Beckett

THAT the Board of Directors consider issuing Temporary Use Permit TUP21003 subject to neighbour notification as per Local Government Act s.494.

CARRIED

- d. MISC21003, SPROAT LAKE MARINA, 10412 LAKESHORE ROAD (SPROAT LAKE)**
Covenant Amendment Application – Memorandum

MOVED: Director Cote

SECONDED: Director McNabb

THAT the Board of Directors direct staff to hold a public meeting to gather input on the amendment of Restrictive Covenant FB194076 to allow for a maximum of sixteen (16) dwelling units north of Lakeshore Road on the property located at 10412 Lakeshore Road and that the public meeting be delegated to the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional District.

CARRIED

- e. **DVE21010, FRANCOEUR, 6081 & 6091 BEAVER CREEK ROAD (BEAVER CREEK)**
Development Variance Permit Application – Report

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Board of Directors consider issuing development variance permit DVE21010, subject to neighbour notification as per Local Government Act s.499.

CARRIED

- f. **SE21003, FRANCOEUR, 6081 & 6091 BEAVER CREEK ROAD (BEAVER CREEK)**
Parcel Frontage Waiver Application – Memorandum

MOVED: Director McNabb

SECONDED: Director Shannon

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 1 as per subdivision plan of LOT A, PLAN VIP77219 and part of LOT 5, PLAN 910, EXCEPT THE RIGHT OF WAY OF THE E & N RAILWAY COMPANY, AS SHOWN COLOURED RED ON PLAN 66 RW, ALL OF DISTRICT LOT 88, ALBERNI DISTRICT.

CARRIED

- g. **SE21012, MONRUFET, 5598 KITSUKSIS ROAD (BEAVER CREEK)**
Parcel Frontage Waiver Application – Memorandum

MOVED: Director McNabb

SECONDED: Director Cote

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 1 as per subdivision plan of BLOCK 7, DISTRICT LOT 20, ALBERNI DISTRICT, PLAN 894.

CARRIED

The meeting recessed at 2:54 pm
The meeting re-convened at 3:06 pm

10. REPORTS

10.1 STAFF REPORTS

- a. **Meeting Schedule – February 2022**
- b. **Building Report- December 2021**
- c. **Monthly Agreement & Grant Delegation Report – January 21, 2022**
- d. **West Coast Transit Service Implementation Delay**

MOVED: Director Roberts

SECONDED: Director Beckett

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

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

Director Minions provided a brief update on the Alberni Valley Chamber of Commerce. The board is currently working on updating their strategic plan.

- d. **Air Quality Council, Port Alberni – D. Bodnar – No Report**
- e. **West Coast Aquatic Board – T. Stere – No Report**
- f. **Association of Vancouver Island & Coastal Communities – P. Cote**

Director Cote reported that Director Roberts will be putting his name forward for consideration of nomination to the AVICC board, electoral area director position. The deadline for nominations and resolution submissions is this Friday.

Director Minions reported the City of Port Alberni has put forward two resolutions for consideration at the annual convention. One respecting cannabis odors, requesting Health Canada to deal with complaints and take off the plate of local government. The other around affordable and supportive housing.

- 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 Committee meeting held on January 11th. They have a few new members on the Committee and the new Regional District CAO, Daniel Sailland joined their meeting. The main topic of discussion was the Island Agricultural Conference that has been postponed due to the COVID variant. The show may be re-scheduled in July 2022.

j. Other Reports

- **Alberni Valley Museum and Heritage Commission Minutes – December 5, 2021**

MOVED: Director Cole

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 Jack

SECONDED: Director Roberts

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

- 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;*
- 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) (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.*

CARRIED

The meeting was closed to the public at 3:23 pm.

The meeting was re-opened to the public at 3:45 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

The following resolutions from the in-camera portion of the Board of Directors meeting were reported out in open meeting:

The Alberni-Clayoquot Regional District Board of Directors awarded the Alberni-Clayoquot Health Network Coordinator contract to Marcie DeWitt for a cost of \$80,000 annually for a three-year term commencing February 1, 2022.

The Alberni-Clayoquot Regional District Board of Directors delegated authority to the CAO to negotiate and enter into a three (3) year contract with Kenneth Brett and Lynn Brett for the Alberni Valley Regional Airport Caretakers Services, in the amount of \$20,400.00 per year.

16. ADJOURN

MOVED: Director Roberts

SECONDED: Director Shannon

THAT this meeting be adjourned at 3:45 pm.

CARRIED

Certified Correct:

John Jack

John Jack,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services