



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 27, 2022, 1:30 PM

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

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- DIRECTORS PRESENT:**
- John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
  - 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)
  - 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
  - Alan McCarthy, Member of Legislature, Yuułuꞵiꞵath Government
- REGRETS:**
- Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- 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
  - Paulo Eichelberger, Solid Waste Manager
  - Shane Koren, Procurement Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
[www.acrd.bc.ca/events/27-7-2022/](http://www.acrd.bc.ca/events/27-7-2022/)

### 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 - Board Members and Staff present in the Boardroom.

**2. APPROVAL OF AGENDA**

*MOVED: Director McNabb*

*SECONDED: Director Cole*

*THAT the agenda be approved as circulated with the following amendments:*

- a. Deferral of Agenda Item 8 e. Request for Decision – Notice on Title, 325 Bamfield Road*
- b. Addition of late correspondence under 6. (b) Correspondence for Action - Regional District of Nanaimo request for support of their UBCM Resolution respecting the legislative reform initiative.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Bamfield Water Committee Meeting – June 16, 2022**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the minutes of the Bamfield Water Committee meeting held on June 16, 2022, be adopted.*

**CARRIED**

**b. Board of Directors Meeting – June 22, 2022**

*MOVED: Director Roberts*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on June 22, 2022, be adopted.*

**CARRIED**

**c. Committee of the Whole Meeting – June 29, 2022**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the minutes of the Committee of the Whole meeting held on June 29, 2022, be adopted.*

**CARRIED**

**d. Special Board of Directors Meeting – July 13, 2022**

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT the minutes of the Special Board of Directors meeting held on July 13, 2022, be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Inspector Eric Rochette, Officer in Charge, Port Alberni RCMP regarding second quarter of 2022 (April to June) statistics for the Port Alberni RCMP Detachment.**

The Inspector presented the April/June Port Alberni RCMP Detachment statistics.

- b. Larry Stevenson, CEO Island Corridor Foundation, Andrea Thomas, Manager, Corridor Development, Ken McRae, ACRD Director on ICF regarding an update on regional activities.**

The delegation provided an update on rail on Vancouver Island including: assessment conducted by the Province in 2019, legal issues, the weather event impacts, the initial business case and First Nation recognition and consultation. The delegation requested the ACRD Board of Directors provide a letter of support for the Island Corridor Foundation's efforts to ensure the future of the corridor includes the restoration of rail on the Island.

*MOVED: Director Minions*  
*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to provide an expedited letter of support to the Island Corridor Foundation due to their timeline.*

*MOVED: Director Cote*  
*SECONDED: Director McNabb*

*THAT the main motion be amended to include the following:*

*AND THAT the Alberni-Clayoquot Regional District Board of Directors request for the federal and provincial governments to work together to:*

- 1. Equitably settle Indigenous claims within and along the island rail corridor;*  
*and,*

2. *Create a multi-disciplinary team, reflecting all affected interests, to advance rail as a transportation option on Vancouver Island; and,*
3. *That this action be ongoing and not delay decisions required by March 2023.*

**CARRIED**

*The main motion, as amended, was*

**CARRIED**

## **6. CORRESPONDENCE FOR ACTION**

- a. **Correspondence July 20, 2022, from Island Corridor Foundation regarding their request for support.**
- b. **Regional District of Nanaimo regarding letter of support for the Legislative Reform Initiative.**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Regional District of Nanaimo supporting their resolution submitted to UBCM regarding the legislative reform initiative.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. **TOWN OF VIEW ROYAL**  
Support for Island Rail Corridor
- b. **CORPORATION OF THE CITY OF NEW WESTMINSTER**  
Library Funding UBCM Resolution
- c. **TOWN OF GIBSONS**  
Hospice Service Funding – UBCM Resolution
- d. **CLAYOQUOT BIOSPHERE TRUST**  
Annual Report Letter
- e. **INFRASTRUCTURE CANADA**  
Log Train Trail – Active Transportation Planning for the Alberni Valley
- f. **ISLAND COASTAL ECONOMIC TRUST**  
Ucluelet Multi-Use Trail Completion to Support Sustainable Tourism
- g. **E-COMM 9-1-1**  
E-Comm Insider Subscription
- h. **ISLAND COASTAL ECONOMIC TRUST**  
Ahaminaquus Welcome House to Create New Gateway to Nootka Sound
- i. **ELECTORAL AREA “D” (SPROAT LAKE) DIRECTOR PENNY COTE**  
Correspondence with BC Timber Sales regarding forestry roads

**j. BROOMBUSTERS INVASIVE PLANT SOCIETY**  
Broom Call to lawmakers to take action

MOVED: Director Stere  
SECONDED: Director McNabb

*THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to investigate possible strategies moving forward regarding BC Timber Sales' plans to deactivate forestry roads including Kurtz Crib bridge.*

**CARRIED**

MOVED: Director McNabb  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse a resolution for consideration as a late item at the 2022 UBCM Convention calling on the Province of British Columbia to establish Scotch Broom as a noxious weed and establish laws to mitigate spread on lands controlled by crown corporations and lands within Provincial control.*

MOVED: Director McNabb  
SECONDED: Director Cole

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding 2022 Local Government Election Update & Request to Reschedule Board Meeting**

MOVED: Director McNabb  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors move the regularly scheduled Board meeting from Wednesday October 12th to Thursday October 13th at 1:30pm in the ACRD Boardroom and via Zoom, allowing for an advance voting opportunity to occur at the Alberni-Clayoquot Regional District office on Wednesday October 12th from 8am to 8pm.*

**CARRIED**

**b. Request for Decision regarding ACRD and ACRHD Audit Services**

MOVED: Director McNabb  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the ACRD and the Alberni-Clayoquot Regional Hospital District (ACRHD) Audit Services contract to KPMG LLP in the amount of \$181,800 (excluding GST) over a 5-year term, commencing August 1, 2022; and further,*

*THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the ACRD and ACRHD Audit Services contract on behalf of the Regional District; and further,*

*THAT the ACRD Board of Directors appoint KPMG LLP as the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District auditors for the 2022-to-2026-year ends.*

**CARRIED**

**c. Request for Decision regarding Log Train Trail Regional Park Management Plan**

*MOVED: Director McNabb*

*SECONDED: Director McCarthy*

*THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Log Train Trail Regional Park Management Plan contract to Murdoch De Greeff Inc. in the amount of \$48,360.00 (excluding GST) over a 6-month term, commencing August 1, 2022; and further,*

*THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the Log Train Trail Regional Park Management Plan contract on behalf of the Regional District.*

**CARRIED**

*MOVED: Director Jack*

*SECONDED: Director McNabb*

*THAT the ACRD Board of Directors authorize a modification to the Board agenda to go in-camera at 3:15 pm and then return to open meeting.*

**CARRIED**

**d. Request for Decision regarding Fire Flow Upgrade Project – Additional Costs**

*MOVED: Director Stere*

*SECONDED: Director Roberts*

*THAT the ACRD Board of Directors approve a project budget increase of \$156,823 to \$743,387 plus GST for the Watermain Upgrade for Fire Protection, at the Long Beach Airport, to Bowerman Excavating Ltd.; and further,*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the CAO to approve the amendment to the Conditional Grant Agreement with the Ministry of Transportation & Infrastructure through the British Columbia Air Access Program (BCAAP) for the Long Beach Airport Fire Protection Improvement Project to reflect that the project has been split into two phases and that the grant is applicable to phase one.*

**CARRIED**

**e. Request for Decision regarding Lot 2, Section 20, Township 1, Barclay Land District, VIP 20011 / 325 Bamfield Road**

Deferred until the next Board of Directors meeting.

**f. Request for Decision regarding Lot 13, District Lot 468, Clayoquot District, Plan 1692 / 2465 Pacific Rim Highway**

*MOVED: Director Roberts*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors resolve to register a Notice on Title to Lot 13, District Lot 468, Clayoquot District (2465 Pacific Rim Highway), as per Section 57 of the Community Charter.*

**CARRIED**

**g. Request for Decision regarding Lot 6, Block 66, Section 49, Clayoquot Land District, VIP510 / 1009 Seventh Avenue**

*MOVED: Director Roberts*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors resolve to register a Notice on Title to Lot 6, Block 66, Section 49, Clayoquot Land District, VIP510 (1009 Seventh Ave), as per Section 57 of the Community Charter.*

**CARRIED**

**h. Request for Decision regarding ICI Recycling Solutions and UBCM Resolution**

*MOVED: Director Stere*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a letter to the Minister of the Environment and Climate Change Strategy (MOECCS) to expand the Recycling Regulation to include the Industrial, Commercial, and Institutional (ICI) sector for all packaging and printed paper (PPP); and further,*

*THAT Alberni-Clayoquot Regional District Board of Directors submit the above resolution for consideration as a late resolution at the 2022 Union of British Columbia Municipalities (UBCM) Convention.*

**CARRIED**

The Chairperson asked the public participating via zoom or in the Board Room if they had any questions or comments respecting an agenda item, prior to the meeting going in-camera at 3:15 pm. No responses were received from the public.

Director Minions and Director McCarthy left the meeting at 3:10 pm  
The meeting recessed at 3:12 pm.  
The meeting re-convened at 3:19 pm

**MOVED:** Director McNabb

**SECONDED:** Director Roberts

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

- i. 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;*
- ii. 21 (1) (a) (ii) of FOIPPA: commercial, financial, labour relations, scientific or technical information of or about a third party; and,*
- iii. 91 (2) (b) If all or part of a meeting is closed to the public, the board may allow a person other than regional district officers and employees to attend, in other cases, if the board considers this necessary.*

**CARRIED**

The meeting was closed to the public at 3:21 pm.  
The meeting was re-opened to the public at 4:13 pm.

**i. Request for Decision regarding AVLF – 1 Year - Standing Tipping Fee Waiver – Mosaic Forest Management**

**MOVED:** Director McNabb

**SECONDED:** Director Corbeil

*THAT the Alberni-Clayoquot Regional District Board of Directors approve a 1-year standing tipping fee waiver to Mosaic Forest Management to receive loads of*

*illegally dumped waste collected by Mosaic Forest Management at the Alberni-Valley Landfill commencing August 1, 2022.*

**MOVED:** Director McNabb

**SECONDED:** Director Cote

*THAT the main motion be amended to instruct staff re-evaluate this proposal in December at their discretion.*

**CARRIED**

Main motion, as amended, was

**CARRIED**

**j. Request for Decision regarding Tender for West Coast Organic Processing Facility and Tipping Area Construction – Civil Works (REVISED)**

**MOVED:** Director Stere

**SECONDED:** Director McNabb

*THAT the Alberni-Clayoquot Regional District Board of Directors rescind the following resolution passed at the Special Board of Directors meeting held on July 13, 2022:*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the West Coast Organic Processing Facility and Tipping Area Construction – Civil Works contract to Hazelwood Construction Services Inc. in the amount of \$2,612,848.35 (excluding GST) upon confirmation of satisfactory reference checks; and further,*

*THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the West Coast Organic Processing Facility and Tipping Area Construction – Civil Works contract on behalf of the Regional District.*

**CARRIED**

**MOVED:** Director Stere

**SECONDED:** Director McNabb

*THAT the Alberni-Clayoquot Regional District Board of Directors award the West Coast Organic Processing Facility and Tipping Area Construction – Civil Works contract to Hazelwood Construction Services Inc. in the amount of \$2,723,645.23 (Excluding GST) upon confirmation of satisfactory reference checks; and further,*

*THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the West Coast Organic Processing Facility and Tipping Area Construction – Civil Works contract on behalf of the Regional District.*

**CARRIED**

Director Corbeil left the meeting at 4:39 pm.

## 9. **PLANNING MATTERS**

### 9.1 **ELECTORAL AREA DIRECTORS ONLY**

- a. **DVA20006, DOMBI-SAHI, 422 BURLO ISLAND (BAMFIELD)**  
Development Variance Permit Application – Memorandum and Permit

*MOVED: Director Beckett*

*SECONDED: Director McNabb*

*THAT the Board of Directors issue development variance permit DVA20006.*

**CARRIED**

- b. **TUP21004, BIALOUS & LIPSZTAIN, 2401 GRANT AVENUE (LONG BEACH)**  
Temporary Use Permit Application – Report

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP21004 subject to:*

*Neighbour notification as per Local Government Act s.494;*

*Applicant providing contact details of property caretaker who can access the property within 20 minutes.*

**CARRIED**

- c. **TUP22004, MILLER, 66 SUTTON ROAD (LONG BEACH)**  
Temporary Use Permit Application – Report

Director Corbeil left the meeting at 4:40 pm

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP22004 subject to:*

*Neighbour notification as per Local Government Act s.494;*

*Applicant providing contact details of property caretaker who can access the property within 20 minutes;*

*Assessment by a building inspector to ensure safety of guests on the property.*

**CARRIED**

- d. **TUP22007, KIMOLA, KAIKKONEN, COWLAND & BARIL-DIONNE, 2660 TOFINO UCLUELET HIGHWAY (LONG BEACH)**  
Temporary Use Permit Application – Report

*MOVED: Director Beckett*

*SECONDED: Director Cote*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP22007 subject to neighbour notification as per Local Government Act s.494.*

**CARRIED**

- e. **TUP21007, JANTZEN & RICHMOND, 9211 CENTRAL LAKE ROAD (SPROAT LAKE)**  
Temporary Use Permit Application – Report

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT the Board of Directors is, at this time, disposed to deny this temporary use permit application and prior to doing so, the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should be supported.*

**CARRIED**

- f. **TUP22002, DITTY, 7676 BELL ROAD (SPROAT LAKE)**  
Temporary Use Permit Application – Report

*MOVED: Director Cote*

*SECONDED: Director Shannon*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP22002 subject to:*

*Neighbouring properties being notified as per Local Government Act s.494;*

*Confirmation of appropriate sewerage capacity and performance by a Registered Onsite Wastewater Professional;*

*Confirmation that the existing shared well provides adequate water servicing to the house;*

*Applicant providing contact details of an acceptable property caretaker who can access the property within 20 minutes;*

*Assessment by a building inspector to ensure safety of guests on the property.*

**CARRIED**

- g. SE21001, RYLES, LOT 1, EPP96269, DEBEAUX ROAD (BEAVER CREEK)**  
Parcel Frontage Waiver Application – Memorandum

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors waive the 10% road frontage requirement for proposed Lots 10, 11 and 12 as per Proposed Subdivision Plan of LOT 1, DISTRICT LOT 24, ALBERNI DISTRICT, PLAN EPP96269.*

**CARRIED**

## **9.2 ALL DIRECTORS**

- a. AB21002, KONKIN, 4555 BEST ROAD (BEAUFORT)**  
Agricultural Land Commission Application – Report

*MOVED: Director Cote*

*SECONDED: Director Shannon*

*THAT the Board of Directors pass a resolution to support and forward the application to the Agricultural Land Commission noting that the application complies with the Beaufort Official Community Plan and ACRD Zoning Bylaw.*

**CARRIED**

- b. AF21004, 0499369BC LTD., LOT 1, PLAN 6543, OLD NANAIMO HIGHWAY (CHERRY CREEK)**  
Agricultural Land Commission Application – Report

*MOVED: Director Cote*

*SECONDED: Director Bodnar*

*THAT the Board of Directors pass a resolution to support forward the application to the Agricultural Land Commission noting that the application complies with the Cherry Creek Official Community Plan and ACRD Zoning Bylaw.*

**CARRIED**

## **10. REPORTS**

## 10.1 STAFF REPORTS

- a. Meeting Schedule – August 2022
- b. Building Report – June 2022
- c. Monthly Agreement & Grant Delegation Report

*MOVED: Director Shannon*

*SECONDED: Director McNabb*

*THAT the Board of Directors receives the staff reports a-c.*

**CARRIED**

## 10.2 COMMITTEE REPORTS

- a. Electoral Area Directors Committee Meeting, July 27, 2022

Director Cote provided a brief update on the Electoral Area Directors meeting held earlier this morning.

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors receive this verbal report.*

**CARRIED**

## 10.3 MEMBER REPORTS

*MOVED: Director Jack*

*SECONDED: Director McNabb*

*THAT the member reports be deferred until the next Board of Directors meeting.*

**CARRIED**

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library – P. Cote
- c. Alberni Valley Chamber of Commerce – S. Minions
- d. Air Quality Council, Port Alberni – D. Bodnar
- e. West Coast Aquatic Board – T. Stere
- f. Association of Vancouver Island & Coastal Communities – P. Cote

- g. Beaver Creek Water Advisory Committee – J. McNabb
- h. Tsawak-qin Public Advisory Group (WIWAG) – J. McNabb
- i. Agricultural Development Committee – T. Shannon
- j. Redd Fish Restoration Society (Central West Coast Forest Society)  
– K. Roberts
- k. Other Reports

**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](mailto:responses@acrd.bc.ca).

**14. RECESS**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

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

**CARRIED**

The meeting was recessed at 4:53 pm.

**15. RECONVENE**

The meeting was reconvened at 4:58 pm.

**16. IN-CAMERA**

*MOVED: Director Jack*

*SECONDED: Director McNabb*

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

- iv. *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;*
- v. *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;*

**CARRIED**

The meeting was closed to the public at 4:59 pm.

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

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

The Alberni-Clayoquot Regional District Board of Directors appointed Bob Schmitt to the volunteer position of Bamfield Emergency Program Coordinator.

**18. ADJOURN**

The meeting was adjourned due to loss of quorum at 5:04 pm.

Certified Correct:

*John Jack*  
John Jack,  
Chairperson

*Wendy Thomson*  
Wendy Thomson,  
General Manager of Administrative Services