



# Alberni-Clayoquot Regional District

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

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

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### **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)

Rene Lacoursiere, Alternate 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, Yuułuʔiłʔatḥ Government

### **REGRETS:**

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

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

Charlie Starratt, Regional Fire Services Manager

Janice Hill, Executive Assistant

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

[www.acrd.bc.ca/events/9-3-2022/](http://www.acrd.bc.ca/events/9-3-2022/)

## **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 Roberts*

*THAT the agenda be approved as circulated with the addition of email submissions respecting agenda item 8 (h) 2022 – 2026 Financial Plan.*

**CARRIED**

**3. DECLARATIONS**

Director Bodnar declared a conflict of interest respecting agenda item 9.1 (c) Rezoning Application RD20005.

**4. ADOPTION OF MINUTES**

**a. Committee of the Whole Meeting – February 23, 2022**

*MOVED: Director Shannon*

*SECONDED: Director Roberts*

*THAT the minutes of the Committee of the Whole meeting held on February 23, 2022, be adopted.*

**CARRIED**

**b. Board of Directors Meeting – February 23, 2022**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the minutes of the Board of Directors meeting held on February 23, 2022, be adopted.*

**CARRIED**

**c. Alberni Valley & Bamfield Services Committee Meeting – February 24, 2022**

*MOVED: Director McNabb*

*SECONDED: Director Bodnar*

*THAT the minutes of the Alberni Valley & Bamfield Services Committee meeting held on February 24, 2022, be adopted.*

**CARRIED**

**d. Electoral Area Directors Committee Meeting – February 24, 2022**

*MOVED: Director McNabb*  
*SECONDED: Director Shannon*

*THAT the minutes of the Electoral Area Directors Committee meeting held on February 24, 2022, be adopted.*

**CARRIED**

**e. Parcel Tax Review Panel Committee Meeting – February 28, 2022**

*MOVED: Director McNabb*  
*SECONDED: Director Bodnar*

*THAT the minutes of the Parcel Tax Review Panel Committee meeting held on February 28, 2022, be adopted.*

**CARRIED**

**f. West Coast Committee Meeting – March 2, 2022**

*MOVED: Director Stere*  
*SECONDED: Director McCarthy*

*THAT the minutes of the West Coast Committee meeting held on March 2, 2022, be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Vanessa Howard, Calian Emergency Management Representative and Project Advisor presenting the ACRD Evacuation Route Plan project.**

The delegation provided an overview of their organization and presented the Alberni-Clayoquot Regional District (ACRD) Evacuation Route Plan developed on behalf of the ACRD, City of Port Alberni, Tseshah First Nation and Hupacasath First Nation. This joint project was funded through the Union of British Columbia Municipalities. The Evacuation Route Plan will be utilized by emergency operations centre staff and emergency agencies to plan evacuations in conjunction with the Alberni Valley Emergency Plan.

**b. Dr. Lisa Domae, President and CEO, Diane Naugler, Director, Future Students & Community Engagement, Marisa Bennett, Manager - Indigenous and Regional Partnerships and Tony Bellavia, VP Academic, North Island College (NIC) regarding NIC in the Alberni-Clayoquot Regional District - Working together to build healthy and resilient communities.**

The delegation provided an overview of North Island College, services provided and work they are doing in the Alberni Valley and Alberni-Clayoquot Region. They have a new mission statement “*Working together, NIC builds healthy and thriving communities one student at a time.*” The delegation discussed working together with the Regional District to build healthy and resilient communities.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **KPMG LLP**  
Audit Planning Letter
- b. **ISLAND COASTAL ECONOMIC TRUST**  
West Coast Multi-Use Pathway Project
- c. **ISLAND COASTAL ECONOMIC TRUST**  
Supporting Business Owners during Uncertain Times
- d. **ISLAND COASTAL ECONOMIC TRUST**  
Ganges Village Mural Tour Project to Boost Visitor Traffic
- e. **TOWN OF OLIVER**  
BC Wildfires Petition – Letter of Support
- f. **CITY OF MAPLE RIDGE**  
Vaccine Restrictions

*MOVED: Director Shannon*

*SECONDED: Director Cole*

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

**CARRIED**

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Alberni Valley Evacuation Route Plan**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni Valley Evacuation Route Plan.*

**CARRIED**

- b. **Request for Decision regarding Board Remuneration & Review Committee 2022**

*MOVED: Director McNabb*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors re-confirm the Board Remuneration Review Policy as presented and instruct staff to commence the process to appoint members to the 2022 Board Remuneration Review Committee, including putting out a call for submissions for a member at large to sit as a volunteer on the 2022 Committee.*

**CARRIED**

**c. Request for Decision regarding 2022 Federation of Canadian Municipalities Convention, June 2-5, 2022**

*MOVED: Director Stere*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize up to four Directors to attend the virtual Federation of Canadian Municipalities Conference and Trade Show, June 2 – 5, 2022.*

**CARRIED**

**d. Request for Decision regarding CYAZ Long Beach Airport Terminal Building Development Plan**

*MOVED: Director Roberts*

*SECONDED: Director Stere*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Airport Terminal Building Development Plan for the Long Beach Airport.*

**CARRIED**

**e. Request for Decision regarding Bamfield Free Tipping Fee Pilot Program**

*MOVED: Director Beckett*

*SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the Bamfield Free Tipping Fee Pilot program for another two years.*

**CARRIED**

**f. Request for Decision regarding Alberni Valley Electoral Areas - Roadside Three-Stream Waste Services**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Alberni-Clayoquot Regional District Board of Directors do not proceed with a roadside collection program for the Alberni Valley Electoral Areas at this time and update the 2022-2026 Financial Plan to remove this project from the budget.*

**CARRIED**

**g. Request for Decision regarding VIU Landfill Monitoring Program**

*MOVED: Director McNabb*

*SECONDED: Director Corbeil*

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the VIU landfill gas monitoring program for 2022.*

**CARRIED**

**h. Request for Decision regarding First Reading of Bylaw F1155, 2022-2026 Financial Plan**

*MOVED: Director McNabb*

*SECONDED: Director Johnsen*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bylaw F1155, 2022 to 2026 Alberni-Clayoquot Regional District Financial Plan".*

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors amend Bylaw F1155, Grants-in-Aid Alberni Valley & Bamfield, page 11, as follows:*

*GL Category 127 – Tax requisition – increase by \$6,000 to \$51,000*

*GL Category 240 – Grants-in-Aid – increase by \$6,000 to \$51,000*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Beckett*

*THAT the Board of Directors amend Bylaw F1155, Alberni Valley Regional Airport, page 32, as follows:*

*GL Category 127 – Tax requisition – decrease by \$30,000 to \$642,000*

*GL Category 220 – Contribution to Capital Fund – decrease by \$30,000 to \$402,901*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Shannon*

*THAT the Board of Directors amend Bylaw F1155, Beaver Creek Volunteer Fire Department, page 99, as follows:*

*GL Category 127 – Tax requisition – decrease by \$30,000 to \$448,915*

*GL Category 220 – Contribution to Capital Fund – decrease by \$30,000 to \$140,000*

**CARRIED**

*First reading of Bylaw F1155, 2022 – 2026 Financial Plan as amended was*

**CARRIED**

**i. Request for Decision regarding Lot 1, Plan VIP82917, District Lot 134, Alberni Land District (9598 Lakeshore Road)**

*MOVED: Director Lacoursiere*

*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors resolve to direct the Regional District Corporate Officer to register a Notice on Title to LOT 1, PLAN VIP82917, DISTRICT LOT 134, ALBERNI DISTRICT, 9598 Lakeshore Road as per Section 57 of the Community Charter.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. TUP21006, HARBOURSIDE LODGE BAMFIELD LTD, 350 CAPE BEALE TRAIL (BAMFIELD)**

Temporary Use Permit Application – Report

*MOVED: Director Beckett*

*SECONDED: Director Shannon*

*THAT the Board of Directors consider issuing Temporary Use Permit TUP21006 subject to neighbour notification as per Local Government Act s.494.*

**CARRIED**

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

Temporary Use Permit Application – Memorandum and Permit

*MOVED: Director Roberts*

*SECONDED: Director Shannon*

*THAT the Board of Directors issue Temporary Use Permit TUP21003.*

**CARRIED**

Director Bodnar declared a conflict of interest respecting agenda item 9.1 (c) and left the meeting at 3:05 pm.

- c. RD20005, MYKYTE, LOT 45, TAYLOR ARM DRIVE (SPROAT LAKE)**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1430

*MOVED: Director Lacoursiere*

*SECONDED: Director Shannon*

*THAT the Board of Directors receive the public hearing report.*

**CARRIED**

*MOVED: Director Lacoursiere*

*SECONDED: Director Roberts*

*THAT the Board of Directors receive the public hearing minutes.*

**CARRIED**

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.*

**CARRIED**

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT Bylaw P1430, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.*

**CARRIED**

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT the ACRD enter into a covenant with the property owner limiting the number of lots to a maximum of five (5) within the portion of the property covered by Bylaw P1430 and noting that the ACRD has the option to dedicate parkland as shown on the proposed subdivision plan.*

**CARRIED**

Director Bodnar re-entered the meeting at 3:18 pm.

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

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT the Board of Directors issue development variance permit DVD21009.*

**CARRIED**

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

*MOVED: Director Lacoursiere*

*SECONDED: Director McNabb*

*THAT the Board of Directors issue the renewal of Temporary Use Permit TUP18013.*

**CARRIED**

- f. RF21014, COASTAL BRIDGE & CONSTRUCTION LTD AND DODS, 370 FRANKLIN RIVER ROAD (CHERRY CREEK)**  
Rezoning Application – Report and Bylaw P1440

*MOVED: Director Bodnar*

*SECONDED: Director McNabb*

*THAT Bylaw P1440, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Beckett*

*THAT the public hearing for Bylaw P1440 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Bodnar*

*SECONDED: Director Beckett*

*THAT the Board of Directors confirm that adoption of Bylaw P1440 is subject to Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5-acre minimum lot size and meeting technical referral agency requirements.*

**CARRIED**

**g. RF21015, 1267492 BC LTD, REMAINDER DL 273, FRANKLIN RIVER ROAD (CHERRY CREEK)**

Rezoning Application – Report and Bylaw P1441

*MOVED: Director Bodnar*  
*SECONDED: Director Roberts*

*THAT Bylaw P1441, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Bodnar*  
*SECONDED: Director Roberts*

*THAT the public hearing for Bylaw P1441 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Bodnar*  
*SECONDED: Director Lacoursiere*

*THAT the Board of Directors confirm that adoption of Bylaw P1441 is subject to Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 5-acre minimum lot size and meeting technical referral agency requirements.*

**CARRIED**

**h. RF21016, DOCKENDORFF, 6546 CHERRY CREEK ROAD (CHERRY CREEK)**

Rezoning Application – Report and Bylaw P1442

*MOVED: Director Bodnar*  
*SECONDED: Director McNabb*

*THAT Bylaw P1442, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Bodnar*  
*SECONDED: Director Beckett*

*THAT the public hearing for Bylaw P1442 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Bodnar*  
*SECONDED: Director Beckett*

*THAT the Board of Directors confirm that adoption of Bylaw P1442 is subject to confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 0.6-acre minimum lot size and meeting technical referral agency requirements.*

**CARRIED**

## **9.2 ELECTORAL AREA DIRECTORS AND TOFINO**

- a. RC20009, CLAYOQUOT WILDERNESS RESORT LTD, BEDWELL RIVER, CLAYOQUOT SOUND (LONG BEACH)**  
Rezoning Application – Report and Bylaw P1416

*MOVED: Director Roberts*  
*SECONDED: Director McNabb*

*THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be amended as presented, in order to restrict the location, siting and density of all campground uses and campground amenity uses in the CD CWR District to the existing development footprint, with the exception of upgrades to the cookhouse and lounge structures primarily within their existing footprints;*

**CARRIED**

*MOVED: Director Roberts*  
*SECONDED: Director Stere*

*THAT Bylaw P1416, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time as amended.*

**CARRIED**

## **9.3 ALL DIRECTORS**

- a. WATERSHED SECURITY STRATEGY AND FUND**  
Request For Decision

*MOVED: Director Shannon*  
*SECONDED: Director Bodnar*

*THAT the Board of Directors direct staff to send the attached letter to the Water Protection and Sustainability Branch of the Ministry of Environment and Climate Change Strategy.*

**CARRIED**

## 10. REPORTS

### 10.1 STAFF REPORTS

### 10.2 COMMITTEE REPORTS

### 10.3 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 Beckett*

*SECONDED: Director Roberts*

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

**CARRIED**

The meeting was recessed at 3:41 pm.

## 15. RECONVENE

The meeting was reconvened at 4:22 pm.

## 16. IN-CAMERA

*MOVED: Director Jack*

*SECONDED: Director Roberts*

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

- 90 (1) (c) labour relations or other employee relations;*
- 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 4:23 pm.

The meeting was re-opened to the public at 5:07 pm.

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

**18. ADJOURN**

*MOVED: Director Cole*

*SECONDED: Director Roberts*

*THAT this meeting be adjourned at 5:07 pm.*

**CARRIED**

Certified Correct:

*John Jack*  
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John Jack,  
Chairperson

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