



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 23, 2022, 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni

PRESENT:

Bob Beckett, Director, Electoral Area "A" (Bamfield)

Fred Boyko, Director, Electoral Area "B" (Beaufort)

Vaida Siga, Director, Electoral Area "C" (Long Beach)

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

Susan Roth, Director, Electoral Area "E" (Beaver Creek)

Sharie Minions, Mayor, City of Port Alberni

Marilyn McEwen, Mayor, District of Ucluelet

Tom Stere, Councillor, District of Tofino

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

Charles McCarthy, President, Alt. Director, Yuułuꞑiꞑatḥ Government

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

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

Heather Zenner, Protective Services Manager

Charlie Starratt, Regional Fire Services Manager

Alex Dyer, Planning Manager

Karen Freethy, Protective Services Coordinator

Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/23-11-2022/>

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 1:30 pm.

The Vice-Chairperson recognized this meeting is being held throughout the Nuuchahnulth territories.

The Vice-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 Board of Directors conducted a moment of silence in honour of Gord Jones, Assistant Chief of the Beaver Creek Volunteer Fire Department. Gord was a founding member of the Department, serving from 1977 to his passing. He served as an officer for most of his 45 years and was Assistant Fire Chief for over half that time.

2. APPROVAL OF AGENDA

MOVED: Director Cootes
SECONDED: Director McEwen

THAT the agenda be approved as circulated with the addition of a late item under section 7 (c) News Release - Cherry Creek By-Election.

CARRIED

3. DECLARATIONS

Director Boyko declared a conflict of interest respecting agenda item 9.1 (c) Rezoning Application RB22001.

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 9, 2022

MOVED: Director Roth
SECONDED: Director Cote

THAT the minutes of the Board of Directors meeting held on November 9, 2022 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Introduction:

- Rich Taliunas, ACRD Information Technology Technician

b. Presentations – ACRD Staff:

- Charity Hallberg Dodds, Planning Technician/Bylaw Enforcement Officer – 15 Year Service Recognition
- Matt McLeod, Water Utilities Leadhand - 5 Year Service Recognition

c. Delegation: North Island College, Updates on the Build 2026 and the Working Together Initiatives.

- Lisa Domae, President & CEO

- **Tony Bellavia, Vice President, Academic**
- **Diane Naugler, Director, Future Students & Community Engagement**

The delegation provided an update on North Island College initiatives including the Build 2026 Program and Working Together Initiatives.

6. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated November 14, 2022 from CÁWAK?QIN FORESTRY regarding Appointment to Tswak-quin Public Advisory Group.**

MOVED: Director Cote
SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Roth as appointee to the Tsawak-quin Public Advisory Group for 2022/2023.

CARRIED

MOVED: Director Beckett
SECONDED: Director Siga

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Chairperson Jack as alternate appointee to the Tsawak-quin Public Advisory Group for 2022/2023.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **TSESHAHT FIRST NATION**
Tseshaht Welcome, Congratulations, and Continued Collaboration
- b. **NEWS RELEASE – MINISTRY OF CITIZEN’S SERVICES**
Faster Internet Going to 10 Indigenous, Rural, Remote Island Communities
- c. **LATE ITEM - NEWS RELEASE – BY-ELECTION FOR CHERRY CREEK – NOVEMBER 22, 2022**

MOVED: Director Cootes
SECONDED: Director Cote

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding 2023 AVICC – Resolutions Notice & Request for Submissions.**

MOVED: Director Cote
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District Board of Directors submit possible resolutions for consideration at the 2023 Association of Vancouver Island & Coastal Communities Convention to the General Manager of Administrative Services on or before January 13, 2023 and, based on submissions received, Regional District staff be instructed to bring back drafted resolutions and background materials for consideration of endorsement by the Board of Directors prior to the submission deadline of February 9, 2023.

CARRIED

b. Request for Decision regarding Union of BC Municipalities Grant Applications for Emergency Support Services (ESS) & Emergency Operations Centres (EOC).

MOVED: Director Siga
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District Board of Directors apply to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Emergency Support Services with interested grant partners.

CARRIED

MOVED: Director Siga
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District Board of Directors apply to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Emergency Operations Centres & Training with interested grant partners.

CARRIED

c. Request for Decision regarding Landfill Operations Vehicle Purchase.

MOVED: Director Cootes
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors exempt the purchase of a new hybrid SUV from the ACRD's Purchasing Policy Request for Proposal process; and further,

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 \$58,500.00

included in the 2022 budget for the Alberni Valley Waste Management and West Coast Waste Management Services (cost sharing)

CARRIED

d. Request for Decision regarding Updated Terms of Reference – Bamfield Water Advisory Committee.

MOVED: Director Beckett

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors approve the revised Terms of Reference for the Bamfield Water Advisory Committee for 2022 as attached.

CARRIED

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1070-3, Bamfield Water Committee Amendments, 2022.

CARRIED

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1070-3, Bamfield Water Committee Amendments, 2022.

CARRIED

MOVED: Director Beckett

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1070-3, Bamfield Water Committee Amendments, 2022.

CARRIED

MOVED: Director Beckett

SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1070-3, Bamfield Water Committee Amendments, 2022.

CARRIED

e. Request for Decision regarding Bamfield Liquid Waste Management Update.

MOVED: Director Beckett
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District Board of Directors support proceeding with a service assent process for the implementation of a liquid waste connection service for the Community of Bamfield.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. BAMFIELD WATER SYSTEM DEVELOPMENT COST CHARGE BYLAW REVIEW AND UPDATE

Request For Decision and Bylaw F1157

MOVED: Director Beckett
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the Bamfield Water System Development Cost Charges Bylaw F1157, 2022.

CARRIED

MOVED: Director Beckett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the Bamfield Water System Development Cost Charges Bylaw F1157, 2022.

CARRIED

b. BAMFIELD OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW Memorandum and Bylaw P1445

MOVED: Director Beckett
SECONDED: Director Cote

THAT Bylaw P1445, Bamfield Official Community Plan Amendment Bylaw, be adopted.

CARRIED

Director Boyko declared a conflict of interest respecting agenda item 9.1 (c) and left the meeting at 2:39 pm.

c. RB22001, BOYKO, 8102 WELLHAM ROAD (BEAUFORT)

Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws
P1450 & P1467

MOVED: Director Roth

SECONDED: Director Cote

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

*THAT Bylaw P1450, Regional District of Alberni-Clayoquot Zoning Text Amendment
Bylaw be read a second time.*

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

*THAT Bylaw P1450, Regional District of Alberni-Clayoquot Zoning Text Amendment
Bylaw be read a third time.*

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

*THAT Bylaw P1467, Regional District of Alberni-Clayoquot Zoning Atlas
Amendment Bylaw be read a second time.*

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

*THAT Bylaw P1467, Regional District of Alberni-Clayoquot Zoning Atlas
Amendment Bylaw be read a third time.*

CARRIED

Director Boyko re-entered the meeting at 2:48 pm.

d. RE21019, ANDOW, 6287 LAMARQUE ROAD (BEAVER CREEK)
Rezoning Application – Memorandum and Bylaw P1463

MOVED: Director Roth
SECONDED: Director Cote

THAT Bylaw P1463, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

e. RE21020, OSCIENNY, 6535 PLESTED ROAD (BEAVER CREEK)
Rezoning Application – Memorandum and Bylaw P1464

MOVED: Director Roth
SECONDED: Director Cote

THAT Bylaw P1464, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.

CARRIED

f. RF22005, VON BRENDEL, 5447 MAEBELLE ROAD (CHERRY CREEK)
Rezoning Application – Report and Bylaws P1454 and P1455

MOVED: Director Cote
SECONDED: Director Roth

THAT Bylaw P1454, Cherry Creek Official Community Plan Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Cote
SECONDED: Director Roth

THAT Bylaw P1455, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Cote
SECONDED: Director Roth

THAT the public hearing for Bylaws P1454 and P1455 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.

CARRIED

MOVED: Director Cote
SECONDED: Director Roth

THAT the Board of Directors confirm that adoption of Bylaws P1454 and P1455 is subject to:

Confirmation from a Registered On-Site Wastewater Practitioner that the property is capable of accommodating on-site sewage disposal for up to four (4) cottages and for subdivision to a minimum 0.6 acre residential density and meeting technical referral agency requirements.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. Meeting Schedule – December 2022

MOVED: Director Cote
SECONDED: Director McEwen

THAT the Board of Directors receives the meeting schedule for December 2022.

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

a. Vancouver Island Regional Library – P. Cote – No Report

b. Alberni Valley Chamber of Commerce – S. Minions – No Report

c. West Coast Aquatic Board – T. Stere

Director Stere reported on his recent discussion with the Board Executive Director, Tawney Lem. The Salmon round tables are continuing and the facilitation of the development of the Provincial Coastal Strategy intentions paper. Ms. Lem will be giving a presentation to the ACRD Board at a later date to provide an overview of the Board and an update on activities.

d. Association of Vancouver Island & Coastal Communities – P. Cote

Director cote reported AVICC has a new Executive Coordinator, Heather Donison. She also reported that as President of AVICC, she is appointed executive Director on UBCM. They had their first meeting recently and she has been appointed to

the Health and Social Development Committee and the First Nations Indigenous Committee.

e. Other Reports

MOVED: Director Cootes

SECONDED: Director Cote

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 Cootes

SECONDED: Director McEwen

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

- i. 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;*
- ii. 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;*
- iii. 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 3:03 pm.

The meeting was re-opened to the public at 3:47 pm.

15. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

Bamfield Waterworks Services Contract Award:

THAT the Alberni-Clayoquot Regional District Board of Directors award the Bamfield Waterworks Services Contract to Les Butler in the amount of \$273,000 (Excluding GST) over 3 years, effective September 1, 2022, to August 31, 2025.

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to create a long-term water staffing plan that leverages the full value of the region by the end of 2024.

THAT the ACRD Board of Directors approve a bylaw amendment to the Water Rates and Regulations Bylaw to increase monthly rates to reflect the increases in contract costs.

Port Alberni Port Authority – China Creek Campground Lease:

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors support maintaining a 2.4% revenue rent payment for the China Creek Campground Lease.

THAT the ACRD Board of Directors direct staff proceed with the Port Alberni Port Authority – China Creek Campground Lease extension process including Notice of Disposition requirements.

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the Port Alberni Port Authority – China Creek Campground Lease extension on behalf of the Regional District.

16. ADJOURN

MOVED: Director Roth
SECONDED: Director McEwen

THAT this meeting be adjourned at 3:47 pm.

CARRIED

Certified Correct:

Debbie Haggard

Debbie Haggard,
Vice-Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services