



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JANUARY 11, 2023

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

---

- DIRECTORS PRESENT:** Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Kel Roberts, Alternate Director, Electoral Area "C" (Long Beach)  
Rene Lacoursiere, Alternate Director, Electoral Area "D" (Sproat Lake)  
Susan Roth, Director, Electoral Area "E" (Beaver Creek)  
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:** John Jack, Chairperson, Councillor, Huu-ay-aht First Nation  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Sharie Minions, Mayor, City of Port Alberni  
Jenny Touchie, Member of the Legislature, Yuułu?it?atḥ 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  
Michael McGregor, Lands and Resources Coordinator  
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/11-1-2023/>

### 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 Nuu-chah-nulth territories.

The Vice-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 Roth*  
*SECONDED: Director Lacoursiere*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – December 14, 2022**

*MOVED: Director Boyko*  
*SECONDED: Director Roth*

*THAT the minutes of the Board of Directors meeting held on December 14, 2022 be adopted.*

**CARRIED**

**b. Special Board of Directors Meeting – December 21, 2022**

*MOVED: Director McEwen*  
*SECONDED: Director Roth*

*THAT the minutes of the Special Board of Directors meeting held on December 21, 2022 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Marcie DeWitt, Alberni-Clayoquot Health Network (ACHN) regarding Annual ACHN Activities Report and Introduction for New Members. Overview of Plans for UBCM Poverty Reduction Grant and Invitation to Participate.**

The delegation provided an overview of the history of the Alberni-Clayoquot Health Network and presented their annual activities report.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. **CANADA COMMUNITY-BUILDING FUND BC/UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
Canada Community-Building Fund: Second Community Works Fund  
Payment for 2022/2023
- b. **BC SPCA**  
AnimalSense Magazine and Information  
(Held in Office)
- c. **STRAWBERRY ISLE**  
Thank you for 2022 Grant-in-Aid & Year End Report
- d. **PORT ALBERNI VICTIM SERVICES SOCIETY**  
Thank you for 2022 Grant-in-Aid and Year End Report
- e. **ISLAND COASTAL ECONOMIC TRUST**  
Four Local Leaders Appointed to The Board of Island Coastal Economic Trust

*MOVED: Director Beckett*

*SECONDED: Director Roberts*

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

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Revenue Anticipation Borrowing Bylaw No. F1159.**

*MOVED: Director Roberts*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors repeal bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1157, 2022".*

**CARRIED**

*MOVED: Director Roberts*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1159, 2023"*

**CARRIED**

*MOVED: Director Roberts*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1159, 2023".*

**CARRIED**

MOVED: Director Roberts  
SECONDED: Director Roth

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1159, 2023".*

**CARRIED**

MOVED: Director Roberts  
SECONDED: Director Roth

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1159, 2023".*

**CARRIED**

**b. Request for Decision regarding Amendment to Bylaw A1090 – Board Remuneration, Expenses, and Benefits 2022.**

MOVED: Director Roth  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw A1090-1, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.*

**CARRIED**

MOVED: Director Roth  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw A1090-1, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.*

**CARRIED**

MOVED: Director Roth  
SECONDED: Director Roberts

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw A1090-1, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.*

**CARRIED**

*MOVED: Director Roth*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw A1090-1, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.*

**CARRIED**

**c. Request for Decision regarding Sproat Lake Fire Protection Service Area – Boundary Extension.**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw 856-11, Sproat Lake Fire Protection Service Area Amendment, 2023.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw 856-11, Sproat Lake Fire Protection Service Area Amendment, 2023.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw 856-11, Sproat Lake Fire Protection Service Area Amendment, 2023.*

**CARRIED**

**d. Request for Decision regarding ACRD and City of Port Alberni Aquatics Feasibility Study.**

*MOVED: Director Boyko*  
*SECONDED: Director Roberts*

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse the creation of the Alberni Valley Aquatic Centre Advisory Committee and the associated terms of reference as presented.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. SPROAT LAKE OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW**  
Memorandum and Bylaw P1443

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT Bylaw P1443, Sproat Lake Official Community Plan Amendment Bylaw be amended as shown on Map 2 – Land Use Designations.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT Bylaw P1443, Sproat Lake Official Community Plan Amendment Bylaw be read a second time, as amended.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT a second public hearing for Bylaw P1443 be delegated to the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director Lacoursiere*  
*SECONDED: Director Roth*

*THAT the Board of Directors direct staff to place one or more sandwich boards to provide supplementary notice of public hearing dates for Bylaws P1443, P1444, P1446, P1447, and P1448.*

**CARRIED**

**b. DVF22007, DIROCCO, 7001 CYPRESS BOULEVARD (CHERRY CREEK)**  
Development Variance Application – Report and Permit

*MOVED: Director Boyko*  
*SECONDED: Director Roth*

*THAT the Board of Directors consider issuing development variance permit DVF22007, subject to neighbouring properties being notified as per Local Government Act s.499.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

**a. 2023 BC Assessment Values – T. Fong**

*MOVED: Director Roth*

*SECONDED: Director Roberts*

*THAT the Board of Directors receive this report.*

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

**14. ADJOURN**

*MOVED: Director Roth*

*SECONDED: Director Lacoursiere*

*THAT this meeting be adjourned at 2:20 pm.*

**CARRIED**

Certified Correct:

*Debbie Haggard*

---

Debbie Haggard,  
Vice-Chairperson

*Wendy Thomson*

---

Wendy Thomson,  
General Manager of Administrative Services