



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS - INAUGURAL MEETING HELD ON WEDNESDAY, NOVEMBER 9, 2022, 1:30 PM

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

DIRECTORS

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

PRESENT:

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

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)

Mike Sparrow, Director, Electoral Area "F" (Cherry 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:

Alan McCarthy, Member of Legislature, Yuułu?it?ath 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

Paulo Eichelberger, Solid Waste Manager

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/9-11-2022/>

1. CALL TO ORDER

The CAO called the meeting to order at 1:30 pm.

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

Introductions of Directors and Staff present at the Board meeting this afternoon.

2. OATHS OF OFFICE

Tracy Green, Justice of the Peace, Port Alberni Law Courts conducted the oath of office for electoral area directors and municipal directors.

3. ELECTIONS – CHAIR AND VICE-CHAIR

a. ELECTION OF CHAIRPERSON – 2022/2023

The General Manager of Administrative Services conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2022/2023.

The General Manager of Administrative Services declared Director John Jack to the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2022/2023.

Director Jack assumed the Chair.

b. ELECTION OF VICE-CHAIRPERSON FOR 2022/2023

The General Manager of Administrative Services conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2022/2023.

The General Manager of Administrative Services declared Director Haggard elected to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional District Hospital District for 2022/2023.

4. APPROVAL OF AGENDA

MOVED: Director Sparrow

SECONDED: Director Siga

THAT the agenda be approved as circulated with the addition of a late item under Section 11.1 (a) Bamfield OCP Amendment – Agency Referral Responses.

CARRIED

MOVED: Director Minions

SECONDED: Director Haggard

THAT the ACRD Board of Directors authorize Director Cootes to address the Board.

CARRIED

Director Cootes welcomed the new Board of Directors and congratulated newly elected Directors.

Director Cootes left the meeting at 2:18 pm.

5. DECLARATIONS

6. ADOPTION OF MINUTES

a. Board of Directors – October 13, 2022

MOVED: Director Johnsen

SECONDED: Director Beckett

THAT the minutes of the Board of Directors meeting held on October 13, 2022 be adopted.

CARRIED

b. Bamfield Water Advisory Committee – October 20, 2022

MOVED: Director Beckett

SECONDED: Director Sparrow

THAT the minutes of the Bamfield Water Advisory meeting held on October 20, 2022 be adopted.

CARRIED

7. PETITIONS, DELEGATIONS & PRESENTATIONS

a. John Horn, Director, Theresa MacDonald, Rent Bank Case Manager, Azura Kines, Senior Case Manager, Connective Support Society regarding the Rent Bank Service & Request for Support.

The delegation conducted a presentation on the Rent Bank Service including what they do, who they assist and costs to deliver the service. The Rent Bank Service provides financial assistance to tenants who are unable to pay rent or essential utilities due to unexpected short-term crisis. The Connective Support Society is hoping to extend their service across Vancouver Island. The delegation requested an annual contribution of \$10,000 from the Alberni-Clayoquot Regional District or the Rent Bank Service and advised they will be making a similar pitch to all Regional Districts and Municipalities on Vancouver Island.

8. CORRESPONDENCE FOR ACTION

a. REQUEST FOR APPOINTMENT AND ALTERNATE APPOINTMENT TO THE NORTH ISLAND 9-1-1- CORPORATION BOARD 2022/2023

North Island 9-1-1 Corporation (NI9-1-1), October 20, 2022, requesting Alberni-Clayoquot Regional District appointments to the NI9-1-1 Board of Directors.

MOVED: Director Haggard

SECONDED: Director Minions

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Beckett as appointee to the NI1-9-1-1 Corporation Board for 2022/2023, and further

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Sparrow as alternate appointee to the NI1-9-1-1 Corporation Board for 2022/2023.

CARRIED

b. REQUEST FOR APPOINTMENT AND ALTERNATE APPOINTMENT TO THE VANCOUVER ISLAND REGIONAL LIBRARY BOARD - 2022

The Vancouver Island Regional Library (VIRL) Board, October 22, 2022 requesting Regional District Director appointments to the VIRL Board of Trustees for 2023.

MOVED: Director Siga

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Cote as appointee on the Vancouver Island Regional Library Board of Trustees for 2023.

CARRIED

MOVED: Director Jack

SECONDED: Director Minions

THAT the Alberni-Clayoquot Regional District Board of Director appoint Chairperson Jack as the alternate appointee on the Vancouver Island Regional Library Board of Trustees for 2023.

CARRIED

9. CORRESPONDENCE FOR INFORMATION

a. BC ELECTORAL BOUNDARIES COMMISSION

Preliminary Report (*click link within this document to view report*)

b. OFFICE OF THE PREMIER

Thank you for meeting at Union of British Columbia Municipalities

c. MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

Island Rail Corridor

- d. **NORTH COAST REGIONAL DISTRICT TO MINISTER OF LAND, WATER & RESOURCE STEWARDSHIP**
2022 UBCM Meeting Follow-Up
- e. **NORTH ISLAND COLLEGE**
Port Alberni Campus Planning Community Open House Invitation for Wednesday, November 23, 2022, 11 am to 1 pm
- f. **JOSIE OSBORNE, MLA, MID ISLAND-PACIFIC RIM**
Congratulations to Newly Elected Electoral Area Directors
- g. **CLIENT RELATIONS BRANCH EXECUTIVE OPERATIONS, MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT**
November is Adoption Awareness Month
- h. **PORT ALBERNI PORT AUTHORITY**
Congratulations on Election

MOVED: Director Beckett

SECONDED: Director McEwen

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

CARRIED

10. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Resolution – Signing Authority for Banking Purposes.**

MOVED: Director Boyko

SECONDED: Director Beckett

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

- a. *The following Directors have signing authority:*

- i. John Jack, Chairperson*
- ii. Debbie Haggard, Vice-Chairperson*
- iii. Cote, Director*

- b. *The following Staff members have signing authority:*

- i. Daniel Sailland, MBA, Chief Administrative Officer*
- ii. Teri Fong, CPA, CGA, Chief Financial Officer*
- iii. Wendy Thomson, General Manager of Administrative Services*

- c. *One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

b. Request for Decision regarding Reporting – 2022 Official Election Results.

MOVED: Director Sparrow
SECONDED: Director Cote

THAT the ACRD Board of Directors receive the 2022 Declaration of Official Election Results and Determination of Official Election Results for the following Directors: "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek), "F" (Cherry Creek) and; the Declaration of Acclamation for Directors: Electoral Area "A" (Bamfield) and Electoral Area "B" (Beaufort).

CARRIED

11. PLANNING MATTERS

12.1 ELECTORAL AREA DIRECTORS

a. BAMFIELD OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW
Public Hearing Report, Public Hearing Minutes and Bylaw P1445

MOVED: Director Beckett
SECONDED: Director Roth

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Beckett
SECONDED: Director Boyko

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Beckett
SECONDED: Director Roth

THAT Bylaw P1445, Bamfield Official Community Plan Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Beckett
SECONDED: Director Roth

THAT Bylaw P1445, Bamfield Official Community Plan Amendment Bylaw be read a third time.

CARRIED

13. REPORTS

13.1 STAFF REPORTS

- a. **Building Report – October 2022**
- b. **Information Report – 2021 Census Impact on Regional District Voting.**

MOVED: Director Sparrow

SECONDED: Director McEwen

THAT the Board of Directors receives reports a – b.

CARRIED

13.2 COMMITTEE REPORTS

13.3 OTHER REPORTS

14. UNFINISHED BUSINESS

15. LATE BUSINESS

16. 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.

17. RECESS

MOVED: Director Sparrow

SECONDED: Director Johnsen

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

CARRIED

The meeting was recessed at 3:10 pm.

18. RECONVENE

The meeting was reconvened at 3:21 pm.

19. IN-CAMERA

MOVED: Director Jack
SECONDED: Director Johnsen

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

CARRIED

The meeting was closed to the public at 3:22 pm.

The meeting was re-opened to the public at 3:24 pm.

20. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the Board of Directors appoint Bob Baden to the Bamfield Advisory Planning Commission for a two-year term.

21. ADJOURN

MOVED: Director McEwen
SECONDED: Director Sparrow

THAT this meeting be adjourned at 3:25 pm.

CARRIED

Certified Correct:



John Jack,
Chairperson



Wendy Thomson,
General Manager of Administrative Services