



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JULY 26, 2023, 1:30 PM

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

DIRECTORS PRESENT:	John Jack, Chairperson, Councillor, Huu-ay-aht First Nations 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) Tom Stere, Councillor, District of Tofino Wilfred Cootes, Councillor, Uchucklesaht Tribe Government Levana Mastrangelo, Member of the Legislature, YuułuꞀifꞀath Government
REGRETS:	Sharie Minions, Mayor, City of Port Alberni Marilyn McEwen, Mayor, District of Ucluelet Kirsten Johnsen, Member of Council, Toquaht Nation
STAFF PRESENT:	Daniel Sailland, Chief Administrative Officer Wendy Thomson, General Manager of Administrative Services Jenny Brunn, General Manager of Community Services Shane Koren, Manager of Financial Services Charlie Starratt, Regional Fire Services Manager Michael McGregor, Lands and Resources Coordinator Alex Dyer, Planning Manager Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/26-7-2023/>

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 Cote

SECONDED: Director Sparrow

THAT the agenda be approved as circulated with the addition of the following late items:

- *Section 8 (e) Request for Decision – Maplehurst Park Plan – Correspondence & Additional Petitioners.*
- *Section 9.1 (h) Rezoning Application RE22015, 6399 Walker Road.*

CARRIED

3. DECLARATIONS

Director Sparrow declared a conflict of interest respecting agenda item 9.1 (f), Development Variance Permit Application DVE23003.

4. ADOPTION OF MINUTES

a. **Board of Directors Meeting – June 28, 2023**

MOVED: Director Cote

SECONDED: Director Haggard

THAT the minutes of the Board of Directors meeting held on June 28, 2023 be adopted.

CARRIED

b. **Alberni Valley Aquatic Centre Advisory Committee Meeting – June 29, 2023**

MOVED: Director Cote

SECONDED: Director Haggard

THAT the minutes of the Alberni Valley Aquatic Centre Advisory Committee meeting held on June 29, 2023 be adopted.

CARRIED

c. **Agricultural Development Committee, July 18, 2023**

MOVED: Director Cote

SECONDED: Director Boyko

THAT the minutes of the Agricultural Development Committee meeting held on July 18, 2023 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Presentations:**
 - **George Rose, Manager of Information Technology**
5-year Service Recognition
- b. **Mr. David Michaud, Alberni Valley Bulldogs/Port Alberni Bombers, request for funding.**

The delegation provided an update on the Alberni Valley Bulldogs & Port Alberni Bombers and spoke to their request to the Regional District for partnership funding for the 2023/2024 season and highlighted marketing opportunities for the Regional District.

- c. **James Thackray, Principal, J. Thackray and Associates, Andrew Gudmundseth, Regional Manager, Surepoint VI, presentation to raise awareness of service providers and high integrity solutions in the climate adaption space, with an emphasis for a proposed strategy on EV charge solutions and funding project.**

The delegation presented a strategy on EV charging solutions and federal and provincial funding opportunities and potential partnership models with the Regional District, First Nations and Municipalities. They provided an overview of the Surepoint Group, services provided and projects undertaken.

6. CORRESPONDENCE FOR ACTION

7. CORRESPONDENCE FOR INFORMATION

- a. **NORTH ISLAND 9-1-1**
2022 Financial Statements
- b. **CLAYOQUOT BIOSPHERE TRUST**
CBT Prepares 2023 Vital Signs Report
- c. **ISLAND COASTAL ECONOMIC TRUST**
Tseshah, Hupacasath and the City Reimagine Cultural Historic Site in Port Alberni
- d. **OMBUDSPERSON**
Quarterly Reports – July 1, 2022 to March 31, 2023
- e. **ALBERNI AIR QUALITY COUNCIL/ALBERNI CLIMATE ACTION**
Log Train Trail Regional Park
- f. **NORTH ISLAND COLLEGE**
BUILD 2026 Strategic Plan and Year 2 Dashboard

MOVED: Director Boyko
SECONDED: Director Sparrow

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Development of ACRD Transportation Advisory Committee.

MOVED: Director Stere
SECONDED: Director Haggard

THAT the Alberni-Clayoquot Regional District Board of Directors create a Transportation Advisory Committee and adopt the Committee Terms of Reference as presented and support the scheduling of an inaugural Transportation Advisory Committee meeting in October 2023 to prioritize projects and develop a budget for 2024; and

FURTHER that the Alberni-Clayoquot Regional District Board of Directors appoint three Directors to the Transportation Advisory Committee that will represent the Alberni Valley, Bamfield, West Coast, Huu-ay-aht First Nations, Toquaht Nation, Yuułuꞵitꞵath, and Uchucklesaht Tribe.

CARRIED

b. Request for Decision regarding Grant Funding Applications.

MOVED: Director Beckett
SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District Board of Directors support the application to the Local Government Infrastructure Planning Grant Program for the Development of a Sustainable and Climate Resilient Design for the West Bamfield Fire Hall.

CARRIED

c. Request for Decision regarding Bylaw E1063 – A Bylaw to Repeal the Franklin River Road Fire Protection Service.

MOVED: Director Sparrow
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. E1063, Franklin River Road Fire Protection Service Area Establishment Bylaw Repeal, 2023.

CARRIED

MOVED: Director Sparrow
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. E1063, Franklin River Road Fire Protection Service Area Establishment Bylaw Repeal, 2023.

CARRIED

MOVED: Director Sparrow
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. E1063, Franklin River Road Fire Protection Service Area Establishment Bylaw Repeal, 2023.

CARRIED

- d. Request for Decision regarding Bylaw E1064 – A Bylaw to repeal the supply of water, treatment, conveyance, storage, and distribution system, within Electoral Area “F”, Cherry Creek - Arrowsmith Heights.**

MOVED: Director Sparrow
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. E1064, Arrowsmith Heights Water Local Service Area Establishment Bylaw Repeal, 2023.

CARRIED

MOVED: Director Sparrow
SECONDED: Director Boyko

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. E1064, Arrowsmith Heights Water Local Service Area Establishment Bylaw Repeal, 2023.

CARRIED

MOVED: Director Sparrow
SECONDED: Director Boyko

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. E1064, Arrowsmith Heights Water Local Service Area Establishment Bylaw Repeal, 2023.

CARRIED

e. Request for Decision regarding Maplehurst Park Plan Implementation Update & Late Correspondence & Additional Petitioners.

MOVED: Director Roth
SECONDED: Director Boyko

THAT the ACRD Board of Directors resolve to remove the Willow Road parking access area from the Maplehurst Park plan.

CARRIED

The meeting recessed at 3:01 pm.

The meeting re-convened at 3:08 pm.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

a. BEAVER CREEK WATER SYSTEM DEVELOPMENT COST CHARGE AMENDMENT BYLAW F1133-1

Request for Decision and Bylaw F1133-1

MOVED: Director Roth
SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw F1133-1, Beaver Creek Water System Development Cost Charges Amendment Bylaw, 2023.

CARRIED

**b. RC23003, BIALOUS & LIPSZTAJN, 2401 GRANT AVENUE (LONG BEACH)
Rezoning Application – Memorandum and Bylaws P1477 and P1478**

MOVED: Director Siga
SECONDED: Director Boyko

THAT Bylaw P1477, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Siga
SECONDED: Director Sparrow

THAT Bylaw P1477, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a second time.

CARRIED

*MOVED: Director Siga
SECONDED: Director Boyko*

THAT Bylaw P1477, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.

CARRIED

*MOVED: Director Siga
SECONDED: Director Cote*

THAT Bylaw P1478, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

*MOVED: Director Siga
SECONDED: Director Sparrow*

THAT Bylaw P1478, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

CARRIED

*MOVED: Director Siga
SECONDED: Director Cote*

THAT Bylaw P1478, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

CARRIED

- c. TUP18012R, TAYLOR & UHER, 1430 PORT ALBION ROAD (LONG BEACH)**
Temporary Use Permit Renewal – Memorandum and Permit

*MOVED: Director Siga
SECONDED: Director Boyko*

THAT the Board of Directors issue temporary use permit TUP18012R.

CARRIED

- d. TUP18019R, MACDONALD, 70 SUTTON ROAD (Long Beach)**
Temporary Use Permit Renewal – Memorandum and Permit

*MOVED: Director Siga
SECONDED: Director Boyko*

THAT the Board of Directors issue temporary use permit TUP18019R.

CARRIED

- e. TUP19013R, MALTBY, 244 ALBION CRESCENT (LONG BEACH)**
Temporary Use Permit Renewal – Memorandum and Permit

MOVED: Director Siga

SECONDED: Director Cote

THAT the Board of Directors issue temporary use permit TUP19013R.

CARRIED

Director Sparrow declared a conflict of interest respecting agenda item 9.1 (f) and left the meeting at 3:21 pm.

- f. DVE23003, REDMARK VENTURES LTD, 5432 BIGWOOD ROAD (BEAVER CREEK)**
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Roth

SECONDED: Director Boyko

THAT the Board of Directors issue development variance permit DVE23003.

CARRIED

Director Sparrow re-entered the meeting at 3:23 pm.

- g. RE22009, TILLEY, 5750 FALLS STREET (BEAVER CREEK)**
Rezoning Application – Report and Bylaws P1465, P1466 and P1482

MOVED: Director Roth

SECONDED: Director Cote

THAT prior to considering the bylaws for first reading, the Board require additional information from the applicants to indicate support in principle from First Nations and to provide initial water, sewer, and geotechnical safety recommendations for servicing the campground development.

CARRIED

- h. RE22015, GILMOUR, 6399 WALKER ROAD (BEAVER CREEK)**
Rezoning Application – Memorandum and Bylaw P1474

MOVED: Director Roth

SECONDED: Director Boyko

THAT a public hearing be held for Bylaw P1474 and the public hearing be delegated to the Director for Electoral Area "E" (Beaver Creek), the Alternate Director or the Chairperson of the Regional District Board.

CARRIED

*MOVED: Director Roth
SECONDED: Director Sparrow*

THAT Bylaw P1474, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be read a first time.

CARRIED

*MOVED: Director Roth
SECONDED: Director Sparrow*

THAT the Board of Directors confirm that adoption of Bylaw P1474 is subject to meeting technical referral agency requirements.

CARRIED

i. RE23001, POIRIER, 6505 FAYETTE ROAD (BEAVER CREEK)
Rezoning Application – Report and Bylaw P1479

*MOVED: Director Roth
SECONDED: Director Cote*

THAT the Board of Directors consider first reading of Bylaw P1479, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw at a future date, and that notice be given in accordance with section 467 of the Local Government Act.

AND FURTHER the Board of Directors confirm that adoption of Bylaw P1479 is subject to:

- a. Confirmation from a Registered On-Site Wastewater Practitioner (ROWP) that the property is capable of supporting on-site sewage disposal to a minimum 1-acre density.*
- b. Meeting technical referral agency requirements.*

CARRIED

j. RF22011, 0499369 BC LTD, LOT 1, OLD NANAIMO HIGHWAY (CHERRY CREEK)
Rezoning Application – Memorandum and Bylaw P1472

*MOVED: Director Sparrow
SECONDED: Director Roth*

THAT Bylaw P1472, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Sparrow
SECONDED: Director Roth

*THAT Bylaw P1472, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a second time.*

CARRIED

MOVED: Director Sparrow
SECONDED: Director Roth

*THAT Bylaw P1472, Regional District of Alberni-Clayoquot Zoning Atlas Amendment
Bylaw be read a third time.*

CARRIED

**k. ZONING BYLAW TEXT AMENDMENT FOR INCREASED PERMITTED FLOOR AREA
FOR ACCESSORY DWELLING UNITS (ALL AREAS)**

Text Amendment – Memorandum and Bylaw P1473

MOVED: Director Cote
SECONDED: Director Roth

*THAT Bylaw P1473, Regional District of Alberni-Clayoquot Zoning Text Amendment
Bylaw, be adopted.*

CARRIED

MOVED: Director Cote
SECONDED: Director Roth

*THAT the ACRD Board of Directors forward for discussion at the next Electoral
Area Directors Committee regarding the feasibility of allowing Accessory
Dwelling Units on smaller parcels.*

CARRIED

**9.2 ELECTORAL AREA DIRECTORS AND TOFINO
(PARTICIPANTS/UNWEIGHTED)**

a. INDIVIDUAL ELECTORAL AREA ZONING BYLAWS
Request for Decision

MOVED: Director Boyko
SECONDED: Director Cote

THAT a decision on the Zoning Bylaws be deferred until after the Zoning Bylaw Review Project engagement with the public in the fall AND FURTHER this issue be referred for consideration of options for zoning bylaws to the Electoral Area Directors Committee and report back to the Board with recommendations by December 1, 2023.

CARRIED

9.3 ALL DIRECTORS
(PARTICIPANTS/UNWEIGHTED)

a. DEVELOPMENT PROCEDURES AND FEES BYLAW P1480, 2023 (ALL AREAS)
Request for Decision and Bylaw P1480

MOVED: Director Boyko
SECONDED: Director Sparrow

THAT Bylaw P1480, Development Procedures and Fees Bylaw, 2023 be read a first time.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT Bylaw P1480, Development Procedures and Fees Bylaw, 2023 be read a second time.

CARRIED

MOVED: Director Boyko
SECONDED: Director Sparrow

THAT Bylaw P1480, Development Procedures and Fees Bylaw, 2023 be read a third time.

CARRIED

MOVED: Director Boyko
SECONDED: Director Sparrow

THAT Bylaw P1480, Development Procedures and Fees Bylaw, 2023 be adopted.

CARRIED

**b. AGRICULTURAL WATER INFRASTRUCTURE FUNDING OPPORTUNITY –
IRRIGATION DISTRICT FEASIBILITY STUDY**
Request for Decision

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to apply to Stream 3 of the Agricultural Water Infrastructure Program for funding to conduct a feasibility study on creation of an Alberni Valley irrigation district.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Meeting Schedule – August 2023**
- b. Building Report – June 2023**
- c. Log Train Trail Management Plan – July 26, 2023**

MOVED: Director Boyko

SECONDED: Director Roth

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

(ALL/UNWEIGHTED)

- a. 9-1-1 Corporation – B. Beckett – No Report**

- b. Vancouver Island Regional Library – P. Cote**

Director Cote reported the VIRL Board is currently conducting strategic planning.

- c. Alberni Valley Chamber of Commerce – S. Minions – No Report**

- d. Air Quality Council, Port Alberni –M. Sparrow**

Director Sparrow reported there are no meetings during the summer. Ken McBride is the new Chair of the Council and commences work in August.

- e. West Coast Aquatic Board – T. Stere – No Report**

- f. Association of Vancouver Island & Coastal Communities – P. Cote**

Director Cote reported AVICC is close to completing the Executive Assistant transition from being a UBCM employee to an AVICC employee. Reminder to the Board of the AVICC luncheon at the UBCM Convention in September.

- g. Beaver Creek Water Advisory Committee – S. Roth – No Report**

- h. Tsawak-qin Public Advisory Group (WIWAG) – M. Sparrow**

Director Sparrow reported he has not met with the group yet, but will be going through an orientation in August.

- i. Agricultural Development Committee – F. Boyko**

Director Boyko reported that at the last Committee meeting they discussed the Agricultural Alberni Valley irrigation feasibility study. Family Farm days will be ongoing in August and September.

j. Other Reports

MOVED: Director Cote

SECONDED: Director Siga

THAT the Board of Directors receives the Member Reports.

CARRIED

10.4 AREA REPORTS

(ALL/UNWEIGHTED)

a. Electoral Area “A” (Bamfield) – B. Beckett

Director Beckett stated they are grateful to the Huu-ay-aht First Nations for the progress on improvements to Bamfield Road. He reported that lack of long-term housing options is likely their number one concern. Director Beckett thanked School District 70 for providing resources offering K – 12 in Bamfield.

b. Electoral Area “B” (Beaufort) – F. Boyko

Director Boyko spoke to the success of two town hall community engagement sessions that have been held in Beaver Creek/Beaufort over the past several months. Another townhall meeting has been scheduled for Sunday, September 10th 2:00 pm at Beaver Creek Fire Hall, Directors and staff are invited to attend. The agenda for this session will be developed in the next month.

c. Electoral Area “C” (Long Beach) – V. Siga

Director Siga discussed impacts on the West Coast tourism industry from the road closure, in particular the impacts to workers in the tourism industry that are underpaid.

d. Electoral Area “D” (Sproat Lake) – P. Cote

Director Cote reported it has been a busy summer on Sproat Lake with lots of activity. The Sproat Lake Community Association is celebrating their 70th anniversary with a barbeque and live entertainment on Saturday, August 12th between 11 am and 3:00 pm, Directors are invited to attend.

e. Electoral Area “E” (Beaver Creek) – S. Roth

Director Roth reported she will be making the signs for the townhall meeting at the Beaver Creek Hall on September 10th and she will report back to the board following the community engagement session.

f. Electoral Area “F” (Cherry Creek) – M. Sparrow

Director Sparrow reported that the Cherry Creek Waterworks District and the Regional District are proceeding with a conversion study. He is looking forward to holding community engagement sessions in his area in the fall.

g. City of Port Alberni – S. Minions/D. Haggard

Director Haggard provided an update on current City initiatives. The City is progressing towards securing a development partner to re-develop the Somass lands. They are starting phase one of Connecting Keys Pathway project at the end of July, this pathway will connect Harbour Quay and Victoria Quay.

h. District of Tofino – T. Stere

Director Stere reported that construction of the wastewater treatment plant is well underway, on time and on budget and is the largest capital project in their history. They hired a new Executive Director for the Community Housing Corporation. The application process for one of the housing projects is underway and 35 units are scheduled to have tenants by December 2023. They held a community town hall information session last week on water, the session was well attended with over 300 attendees.

i. District of Ucluelet – M. McEwen – No Report

j. Huu-ay-aht First Nations – J. Jack

Chairperson Jack reported their recent general election which has resulted in some new faces on Council and he was elected Chief Councillor. They are having their first regular Council meeting tomorrow. One major project they have been working on is improvements to the Bamfield/Port Alberni road. The second phase of this project began this week and they are starting to put down the resurfacing on the road. They are aiming to be completed by the end of September, weather dependent.

k. Toquaht Nation – K. Johnsen – No Report

l. Uchucklesaht Tribe Government – W. Cootes

Director Cootes provided an update on the completion of their wellness centre. He reported that its business as usual for their Government, they are in an election year and trying to finish up as much as they can before the election on November 11th.

m. Yuułuʔiłʔatḥ Government – L. Mastrangelo – No Report

MOVED: Director Boyko

SECONDED: Director Siga

THAT the Board of Directors receive the Area 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. RECESS

MOVED: Director Sparrow

SECONDED: Director Boyko

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

CARRIED

The meeting was recessed at 4:57 pm.

15. RECONVENE

The meeting was reconvened at 5:02 pm.

16. IN-CAMERA

MOVED: Director Jack

SECONDED: Director Boyko

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

- 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 5:03 pm.

The meeting was re-opened to the public at 5:04 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

18. ADJOURN

MOVED: Director Roth

SECONDED: Director Boyko

THAT this meeting be adjourned at 5:04 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
General Manager of Administrative Services