



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 8, 2023, 1:30 PM

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

- DIRECTORS PRESENT:**
- John Jack, Chairperson, Councillor, Huu-ay-aht First Nation
 - 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)
 - Cindy Solda, Alternate Director, Councillor, 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
 - Jenny Touchie, Member of the Legislature, Yuułuʔiłʔatḥ Government
- REGRETS:**
- Sharie Minions, Mayor, City of Port Alberni
- 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
 - 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/8-3-2023/>

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 1:31 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 Roth
SECONDED: Director Boyko

THAT the agenda be approved as circulated with the addition of a late item in front of Agenda Item 7 – Chair report on the Island Corridor Foundation.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – February 22, 2023

MOVED: Director Roth
SECONDED: Director McEwen

THAT the minutes of the Board of Directors meeting held on February 22, 2023 be adopted.

CARRIED

b. Committee of the Whole – February 22, 2023

MOVED: Director Cote
SECONDED: Director Roth

THAT the minutes of the Committee of the Whole meeting held on February 22, 2023 be adopted.

CARRIED

c. Alberni Valley & Bamfield Committee Meeting – February 23, 2023

MOVED: Director Roth
SECONDED: Director Solda

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on February 23, 2023 be adopted.

CARRIED

d. Electoral Area Directors Committee Meeting – February 23, 2023

MOVED: Director Roth
SECONDED: Director Solda

THAT the minutes of the Electoral Area Directors Committee meeting held on February 23, 2023 be adopted.

CARRIED

e. Beaver Creek Water Advisory Committee Meeting – February 27, 2023

*MOVED: Director Roth
SECONDED: Director Solda*

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on February 27, 2023 be adopted.

CARRIED

f. Parcel Tax Review Panel Meeting – February 28, 2023

*MOVED: Director Haggard
SECONDED: Director Cote*

THAT the minutes of the Parcel Tax Review Panel meeting held on February 28, 2023 be adopted.

CARRIED

g. West Coast Committee Meeting – March 1, 2023

*MOVED: Director McEwen
SECONDED: Director Siga*

THAT the minutes of the West Coast Committee meeting held on March 1, 2023 be adopted.

CARRIED

h. Bamfield Water Advisory Committee Meeting – March 2, 2023

*MOVED: Director Beckett
SECONDED: Director Roth*

THAT the minutes of the Bamfield Water Advisory Committee meeting held on March 2, 2023 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

CHAIR REPORT

The Chairperson provided an update on the Island Corridor Foundation and the upcoming statement from the Federal Government on their intent for a disputed section of the Vancouver Island Railway. He spoke to the Foundation's struggles with First Nation's issues and the existence of the Island Corridor Foundation. The Chair advised there should be some sort of resolution next week.

MOVED: Director Solda

SECONDED: Director Roth

THAT the Chairperson's report be received.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

a. ISLAND COASTAL ECONOMIC TRUST

Innovative marketing initiative to elevate new and existing BC Farmers' Market vendors

b. KPMG LLP

Audit Planning Letter

c. TSESHAHT FIRST NATION

- Letter regarding Alberni Indian Residential School (AIRS) Tseshaht First Nation's 26 Calls for Truth and Justice
- Alberni Indian Residential School (AIRS) Tseshaht First Nation's 26 Calls for Truth and Justice
- Regional District Letter to Tseshaht First Nation following Alberni Indian Residential School (AIRS) announcement.

d. BC GOVERNMENT

- Growing Communities Fund helps B.C. Communities server people better
- Growing Communities Fund grants to local government

MOVED: Director Roth

SECONDED: Director Cote

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Salmon Beach maintenance contract

MOVED: Director Siga
SECONDED: Director McEwen

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Salmon Beach Maintenance contract to Goldstone Enterprises Inc. in the amount of \$93,600.00 (excluding GST) plus an annual increase of 2.5% per year over a 3 year term, with two additional 3 year renewal terms upon mutual agreement and authorize the CAO to negotiate and execute the Salmon Beach Maintenance contract on behalf of the Regional District.

CARRIED

b. Request for Decision regarding UBCM grant application – Poverty Reduction Planning & Action Program

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors support the application for \$50,000 in funding from the UBCM Poverty Reduction Planning & Action Program grant opportunity for the Equity Based Decision Making and Stigma Reduction Project.

CARRIED

c. Request for Decision regarding first reading of Bylaw F1160, 2023-2027 Financial Plan

MOVED: Director Cote
SECONDED: Director Solda

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1160, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan”.

MOVED: Director Cote
SECONDED: Director Haggard

THAT the Board of Directors amend Bylaw F1160, General Government, page 8, as follows:

GL Category 103 – Conditional Grant – increase by \$50,000 to \$91,768
GL Category 127 – Tax Requisition – decrease by \$50,000 to \$2,209,576

THAT the Board of Directors amend Bylaw F1160, Grants-in-Aid Alberni Valley & Bamfield, page 11, as follows:

GL Category 127 – Tax requisition – increase by \$6,000 to \$58,000
GL Category 240 – Grants-in-Aid – increase by \$6,000 to \$58,000

THAT the Board of Directors amend Bylaw F1160, Grants-in-Aid Alberni Region Wide, page 16, as follows:

GL Category 127 – Tax requisition – increase by \$6,000 to \$44,100

GL Category 240 – Grants-in-Aid – increase by \$6,000 to \$44,100

THAT the Board of Directors amend Bylaw F1160, Regional Planning, page 19, as follows:

GL Category 103 – Conditional Grant – decrease by \$50,000 to \$371,080

GL Category 260 – Project Expenses – decrease by \$50,000 to \$405,080

CARRIED

The main motion of first reading of Bylaw F1160, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan as amended, was;

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **RA22004, ISE BUILDING LTD., 275 BAMFIELD BOARDWALK (BAMFIELD)**i.
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1453

MOVED: Director Beckett

SECONDED: Director Cote

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roth

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roth

THAT Bylaw P1453, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Beckett

SECONDED: Director Roth

THAT Bylaw P1453, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

CARRIED

- b. BEAUFORT OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW**
Memorandum and Bylaw P1448
Official Community Plan text and maps uploaded separately to the
[ACRD Website](#)

MOVED: Director Boyko

SECONDED: Director Roth

THAT Bylaw P1448, Beaufort Official Community Plan Amendment Bylaw, be adopted.

CARRIED

- c. BEAVER CREEK OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW**
Public Hearing Report, Public Hearing Minutes and Bylaw P1444
Official Community Plan text and maps uploaded separately to the
[ACRD Website](#)

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 P1444, Beaver Creek Official Community Plan Amendment Bylaw be read a second time.

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

THAT Bylaw P1444, Beaver Creek Official Community Plan Amendment Bylaw be read a third time.

CARRIED

- d. DVE22008, CHRETIEN, 4375 COMPTON ROAD (BEAVER CREEK)**
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Roth

SECONDED: Director Cote

THAT the Board of Directors issue development variance permit DVE22008.

CARRIED

10. 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.

14. RECESS

MOVED: Director Solda

SECONDED: Director Cote

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

CARRIED

The meeting was recessed at 2:40 pm.

15. RECONVENE

The meeting was reconvened at 2:54 pm.

16. IN-CAMERA

MOVED: Director Haggard

SECONDED: Director McEwen

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

- 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;*
- 21 (1) (c) (i) of FOIPPA: harm significantly the competitive position or interfere significantly with the negotiating position of the third party.*

iii. 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

The meeting was closed to the public at 2:55 pm.

The meeting was re-opened to the public at 3:05 pm.

MOVED: Director Solda

SECONDED: Director McEwen

THAT the meeting be closed to the public as per the Community Charter, section 90 (1) (c) Labour Relations or other employee relations.

CARRIED

The meeting was closed to the public at 3:05 pm.

The meeting was re-opened to the public at 3:07 pm.

17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

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

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to extend the Long Beach Golf Course and Campground Lease for one year at a rate of \$36,000 and direct staff to work with the Long Beach Golf Course and Campground to establish a ten-year lease.

THAT the ACRD Board of Directors enter into a one-year (July 1, 2023, to June 30, 2024) contract extension with Berry and Vale Contracting Ltd. for the operation of the West Coast Landfill at a value of \$573,486.59 plus GST and authorize the CAO to negotiate and execute the contract on behalf of the Regional District.

THAT the Alberni-Clayoquot Regional District Board of Directors approve the addition of the following staffing changes and policy objectives that have been included in the 2023-2027 Draft Financial Plan:

SUCCESSION PLANNING: General Manager of Corporate Services (Corporate Officer) starting August/September 2023 (allowing 3 to 4 months of overlap).

NEW POSITION: Manager of Corporate Services (Deputy Corporate Officer) starting September 2023 (allowing 3 month of overlap).

NEW POSITION: Manager of Financial Corporate Services (Deputy Finance Officer) starting April 2023.

MODIFICATION OF TEMPORARY POSITION TO PERMANENT: Junior Planner shift from temporary 6-month position to full-time permanent starting July 1, 2023.

NEW POSITION: Sustainability Planner.

MODIFICATION OF TEMPORARY POSITION TO PERMANENT: 0.6 FTE Administrative Assistant Building Services Support.

NEW POSITION: Full-Time Long Beach Airport Operations Person starting July 2023.

NEW POSITION: Full-Time Fire Chief at the Beaver Creek Volunteer Fire Department (BCVFD) budgeted to start July 2023.

NEW POSITION: Full-Time Fire Chief at the Sproat Lake Volunteer Fire Department (SLVFD), and;

INCREMENTAL RESOURCES LEADING TO A NEW POSITION IN 2025: The draft plan includes additional training and administrative resource procured from SLVFD and BCVFD to support the Bamfield Volunteer Fire Department (BVFD) over the next three years and then transitioning to a full-time Fire Chief model in 2025.

18. ADJOURN

MOVED: Director Solda

SECONDED: Director Haggard

THAT this meeting be adjourned at 3:07 pm.

CARRIED

Certified Correct:

John Jack

John Jack,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services