



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 13, 2023, 1:30 PM

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

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### **DIRECTORS**

#### **PRESENT:**

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations  
Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni  
Bob Beckett, Director, Electoral Area "A" (Bamfield)  
Jack McLeman, Alternate 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  
Kirsten Johnsen, Member of Council, Toquaht Nation  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Levana Mastrangelo, Executive Legislator, Yuuʷuʷiʷiʷaṭṭṭ Government

#### **REGRETS:**

Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

#### **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, Manager of Administrative 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/13-9-2023/>

### **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 and Zoom.

Daniel Sailland, Chief Administrative Officer presented 'Every Child Matters' copper lapel pins to Board members.

**2. APPROVAL OF AGENDA**

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

Director Haggard declared a conflict-of-interest respecting agenda item 5.b., Alberni Golf Club tax exemption request presentation.

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting – August 23, 2023**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the minutes of the Board of Directors meeting held on August 23, 2023 be adopted.*

**CARRIED**

**b. Alberni Valley & Bamfield Services Committee Meeting - August 23, 2023**

*MOVED: Director Stere*

*SECONDED: Director Haggard*

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

**CARRIED**

**c. Alberni Valley Regional Airport Advisory Committee Meeting – August 24, 2023**

*MOVED: Director Stere*

*SECONDED: Director Cote*

*THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on August 24, 2023 be adopted.*

**CARRIED**

**d. Bamfield Water Advisory Committee Meeting – August 29, 2023**

*MOVED: Director Stere*

*SECONDED: Director Beckett*

*THAT the minutes of the Bamfield Water Advisory Committee meeting held on August 29, 2023 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Introductions:**

- Mercy Hrad, Accountant
- Madison Johnson, Assistant Accountant
- Lyndsey Page, Accounting Clerk

Director Haggard declared a conflict of interest and left at 1:40pm.

**b. Ken Sander, Alberni Golf Club, request approval of 2024 tax exemption for Alberni Golf Club.**

Director Haggard re-entered at 1:47 pm

**c. Darin Harding, John Buttery, and CJ Rupp, HCMA and GDH Solutions, presentation to provide a summary and overview of the work to date on the Aquatics Feasibility Study.**

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*That the Alberni-Clayoquot Regional District Board allow the delegation to continue their presentation past the allotted 10 minutes.*

**CARRIED**

**6. CORRESPONDENCE FOR ACTION**

- a. Correspondence August 21, 2023 from Vancouver Island and Coastal Communities Committee regarding Board approval on Terms of Reference, and request of an appointment of an elected representative to participate in the Committee.**

*MOVED: Director Cote*  
*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve of the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy Terms of Reference, as well appoint Director Stere and appoint Director Jack as the alternate to participate in the Committee.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. Correspondence August 28, 2023 from The District of Barriere regarding 2023 BC wildfire response.**
- b. Correspondence August 15, 2023 from INEO Employment Services regarding RV recycling pilot project.**

*MOVED: Director Stere*  
*SECONDED: Director Sparrow*

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

**CARRIED**

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

- a. Request for Decision regarding Hole in the Wall**

*MOVED: Director Sparrow*  
*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to lead a Hole in the Wall Feasibility Study and add it to the General Government budget and work plan in the 2024 Financial Plan.*

**CARRIED**

- b. Request for Decision regarding Long Beach Airport Ha-Huulthii Memorandum of Understanding**

*MOVED: Director Stere*  
*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the CAO to enter into a Memorandum of Understanding regarding the Long Beach Airport between the Tla-o-qui-aht First Nation and the Alberni-Clayoquot Regional District, for a 3 year term.*

**CARRIED**

**c. Request for Decision regarding Aquatics Facility Outreach**

MOVED: Director Stere

SECONDED: Director Sparrow

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the Alberni-Clayoquot Regional District Aquatic Centre Feasibility Study Technical Memo No. 1 and Technical Memo No. 2 as prepared by HCMA Architecture & Design and GDH Solutions.*

**CARRIED**

**d. Request for Decision regarding Local Assistants to the Fire Commissioner Reappointments**

MOVED: Director Cote

SECONDED: Director Stere

*THAT the Alberni-Clayoquot Regional District Board of Directors request the Office of the Fire Commissioner to reissue updated LAFC ID Cards for the following individuals for the rural fire protection areas as follows: Fire Chief Mike Kobus for the Beaver Creek Fire Service Area, Fire Chief Mike Cann for the Sproat Lake Fire Service Area, Deputy Chief Derrick Cyr for the Sproat Lake Fire Service Area, Fire Chief Phil Lavoie for the Bamfield Fire Service Area and Regional Fire Services Manager Charlie Starratt for the Bamfield Fire Service Area, Beaver Creek Fire Protection Area and Sproat Lake Fire Protection Areas.*

**CARRIED**

**e. Request for Decision regarding Alberni Valley Bulldogs 2023/2024 Season Promotional Package**

MOVED: Director Haggard

SECONDED: Director Beckett

*THAT Alberni-Clayoquot Regional District Board of Directors approve the 2023/2024 Promotional Partnership Package with the Alberni Valley Bulldogs for marketing and community outreach opportunities to a maximum of \$10,250 plus applicable taxes and direct staff to work with Alberni Valley Bulldogs to ensure the marketing initiatives align with the current priorities of the Board.*

**CARRIED**

**f. Request for Decision regarding West Coast Transit – Financial Plan Amendment**

*MOVED: Director Stere*

*SECONDED: Director Siga*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bylaw F1160-1, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bylaw F1160-1, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bylaw F1160-1, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

**CARRIED**

*MOVED: Director Stere*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bylaw F1160-1, 2023 to 2027 Alberni-Clayoquot Regional District Financial Plan Amendment”.*

**CARRIED**

The meeting recessed at 3:12 pm.

The meeting re-convened at 3:20 pm.

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. Application No., DVD23005, MORROW, 8490 BLOEDEL DRIVE (SPROAT LAKE)**

Development Variance Permit Application – Report

*MOVED: Director Cote*

*SECONDED: Director Siga*

*THAT the Board of Directors consider issuing Development Variance Permit DVD23005, subject to neighbouring properties being notified as per Local Government Act s. 499.*

**CARRIED**

- b. DVD23007, 1418406 BC Ltd., 10089 BLOWER ROAD (SPROAT LAKE)**  
Development Variance Permit Application – Report

*MOVED: Director Cote*

*SECONDED: Director Roth*

*THAT the Board of Directors consider issuing Development Variance Permit DVD23007, subject to neighbouring properties being notified as per Local Government Act s. 499.*

**CARRIED**

- c. RE23001, POIRIER, 6505 FAYETTE ROAD (BEAVER CREEK)**  
Rezoning Application – Memorandum and Bylaw P1479

*MOVED: Director Roth*

*SECONDED: Director McLeman*

*THAT Bylaw P1479, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw, be adopted.*

**CARRIED**

- d. SF22010, MCINTYRE, 6124 STRATHCONA STREET (CHERRY CREEK)**  
Parcel Frontage Waiver Application – Report

*MOVED: Director Sparrow*

*SECONDED: Director Roth*

*THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 2 as per subdivision plan of LOT B, DISTRICT LOT 146, ALBERNI DISTRICT, PLAN 35521.*

**CARRIED**

- e. RF23006, VON BRENDDEL, 5447 MAEBELLE ROAD (CHERRY CREEK)**  
Rezoning Application – Report and Bylaw P1484

*MOVED: Director Sparrow*

*SECONDED: Director Roth*

*THAT the Board of Directors consider first reading of Bylaw P1484, 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*

*THAT the Board of Directors confirm that adoption of Bylaw P1484 is subject to meeting technical referral agency requirements.*

**CARRIED**

## **9.2 ALL DIRECTORS**

### **a. NUTRITION LINK GRANT OPPORTUNITY WITH THE ALBERNI VALLEY FOOD SECURITY SOCIETY (AVFSS)**

Request for Decision

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to partner with the Alberni Valley Food Security Society (AVFSS) to apply for a Start-Up grant from the Nutrition Link Services Society.*

**CARRIED**

## **10. REPORTS**

### **10.1 AREA REPORTS**

(ALL/UNWEIGHTED)

- a. Electoral Area "A" (Bamfield) – B. Beckett  
Congratulations to the Huu-ay-aht First Nations for improvements to Bamfield Road. Will be attending the October 10<sup>th</sup> ribbon cutting ceremony to celebrate the road work. There is water testing in the Bamfield Inlet, in partnership with ACRD and Bamfield Marine Sciences Centre. Project is looking at how to improve water quality in the inlet. Good year in Bamfield, lots of tourists and good fishing season.
- b. Electoral Area "B" (Beaufort) – J. McLeman read report from F. Boyko.  
Discussed successful Sunday September 10th Town Hall meeting with residents. A major concern expressed at the meeting is related to the increased staffing at the ACRD, looking forward to the next phase on the individual zoning bylaw process for the electoral area, and they explored the new mapping tool and support it.
- c. Electoral Area "C" (Long Beach) – V. Siga. No report.



- d. Electoral Area “D” (Sproat Lake) – P. Cote  
Community newsletter going out soon to Sproat Lake residents. Met with Somass Fish Flow Committee and discussed concerns with low level of Sproat Lake. Directors Cote wants to be appointed to Somass Fish Flow Committee by the ACRD Board. Want to focus on protecting water resources in the Region. Met with Mosaic Forest Management and did a field tour of a cutblock in the Sproat Lake area.
- e. Electoral Area “E” (Beaver Creek) – S. Roth  
At the September 10<sup>th</sup> Town Hall meeting there was a discussion regarding the Bulk Water Agreement with the City of Port Alberni. Beaver Creek residents indicated that some residents want to explore other options to ensure a long-term water source. Small community with low number of taxpayers, have ability to access grant funding and low borrowing rates through the Municipal Finance Authority.
- f. Electoral Area “F” (Cherry Creek) – M. Sparrow  
Going to be a meeting on October 12<sup>th</sup> Thursday, 5pm – 7pm. Will be an OCP meeting or a Town Hall meeting. Met with Cherry Creek Water Board who is doing their due diligence for water, working on conversion study.
- g. City of Port Alberni – S. Minions/D. Haggard  
Parage of Programs on September 13<sup>th</sup> from 5pm-7pm to learn about different programs offered in the Alberni Valley. City of Port Alberni is hosting an Open House is from Sep 27<sup>th</sup> 6 -8pm at Echo Centre. Renovations continue on the interior of the train station, when complete the space will be available for rent for a tenant. Work being conducted on Roger Creek Trail connection project. City is bringing forward an emergency resolution to UBCM regarding financial assistance for businesses and industries affected by the wildfire and road closures.
- h. District of Tofino – T. Stere  
Stage 3 water restrictions currently in effect, public works has engineered in house solutions to prevent going into Stage 4 water restrictions. Looking at backing off water restrictions in the near term. UBCM is coming up and will be meeting with Island Health to discuss hospital, sobering assessment centre, and discussions regarding regional health care needs on the West Coast.
- i. District of Ucluelet – M. McEwen  
Went to Stage 1 water restrictions on September 1<sup>st</sup> out of caution. Preparing for UBCM.
- j. Huu-ay-aht First Nations – J. Jack  
Looking to a Bamfield Road celebration the week of October 9<sup>th</sup>. Huu-ay-aht just released an Interim report on Old Growth in Huu-ay-aht’s *hahuuti*. Getting a better understanding of the lands may allow for more economic opportunity.
- k. Toquaht Nation – K. Johnsen  
Having quarterly Peoples Assembly on September 23<sup>rd</sup>.

- I. Uchucklesaht Tribe Government – W. Cootes. No report.
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo  
UFN days coming up and Annual General Assembly on September 18<sup>th</sup>.

*MOVED: Director McLeman*

*SECONDED: Director Cote*

*THAT the Board of Directors receive the Area Reports.*

**CARRIED**

### **13. QUESTION PERIOD**

Questions/Comments from the public. The Manager of Administrative Services 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. RECESS**

*MOVED: Director Sparrow*

*SECONDED: Director McLeman*

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

**CARRIED**

The meeting was recessed at 3:49 pm.

### **15. RECONVENE**

The meeting was reconvened at 3:52 pm.

### **16. IN-CAMERA**

*MOVED: Director Jack*

*SECONDED: Director Stere*

*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;*
- ii. 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 3:53 pm.

The meeting was re-opened to the public at 4:49 pm.

**17. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint the following individuals to represent the Public and Technical Advisory Members for the ACRD Solid Waste Management Plan Advisory Committee as required by the Ministry for the Environment and Climate Change Strategy Guidelines, for the extent of the Solid Waste Management Plan renewal process:*

**Public Members:**

<b>Name</b>	<b>Representing Region</b>	<b>Interested Party Group</b>
John Jack	ACRD	Committee Chair
Tom Stere	West Coast	Committee Vice Chair
Fraser Work	West Coast - Tofino	Sustainability Consultant
Terry Deakin	Port Alberni	Industry - Recycling/Diversion
Helen Zanette	Alberni Valley - Cherry Creek	Board of Education Trustee Interested Party – member of the Public
Carolyn Shaffer	Port Alberni	Interested Party – member of the Public
Karen Haugen	Huu-ay-aht First Nation/ Bamfield	Executive Director HFN
John McNabb	Alberni Valley/ Port Alberni	Interested Party – member of the public/business owner
Diane Bodnar	Alberni Valley	Interested Party – member of the Public
Jake Turek	Ministry of Agriculture & Food	Waste Management Engineer
William Severinson	Tla-o-qui-aht – West Coast	TFN - Government/Admin PW Lead – Sort’nGo Contractor
Jackie Arsenault	Toquaht Nation – West Coast	Toquaht Nation
Robin Jackson	West Coast - Tofino	Contractor – Surfrider member
Pam Craig (TBC)	Alberni Valley/Bamfield/WC	School District 70

**Technical Advisory Members:**

<b>Name</b>	<b>Representing Region</b>	<b>Interested Party Group</b>
Aaron Rodgers	District of Tofino	Director of Engineering & Public Works
Todd Thomson	Ministry of Environment and Climate Change Strategy	Sr. Environmental Protection Officer
Mayco Noel	Ucluelet	Residential Hauler
Berry and Vale	Alberni Valley and West Coast	Landfill operator
Tory Bouchard	City of Port Alberni	Fleet & Solid Waste Superintendent
James MacIntosh	District of Ucluelet	Director of Engineering
Paulo Eichelberger	ACRD	Solid Waste Manager

**CARRIED**

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

*MOVED: Director Roth*  
*SECONDED: Director Sparrow*

*THAT the Board of Directors engage an engineering consultant feasibility study 2024, at a cost not to exceed \$50,000, to confirm the cost implications on both capital and operating requirements to re-establish the previous water source on the Stamp River Water or pursue a new alternative water source.*

**CARRIED**

*MOVED: Director Roth*  
*SECONDED: Director McLeman*

*THAT the Board of Directors refer the above motion to the Beaver Creek Water Committee for their consideration and recommendation.*

**CARRIED**

**18. ADJOURN**

*MOVED: Director Cote*  
*SECONDED: Director Beckett*

*THAT this meeting be adjourned at 4:49 pm.*

**CARRIED**

Certified Correct:

*John Jack*

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John Jack,  
Chairperson

*Heather Zenner*

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Heather Zenner,  
Manager of Administrative Services