



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, NOVEMBER 22, 2023, 1:30 PM Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

- DIRECTORS PRESENT:** John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nations
Bob Schmitt, Alternate 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
Cindy Solda, Councillor, City of Port Alberni (Alternate)
Marilyn McEwen, Mayor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Levana Mastrangelo, Executive Legislator, Yuuʔuʔiʔatʔ Government
- REGRETS:** Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Kirsten Johnsen, Member of Council, Toquaht Nation
- 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, Manager of Administrative Services
Karen Freethy, Protective Services Manager
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/22-11-2023/>

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 Nuuchahnulth territories.

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

Introductions – Directors and Staff present in the Boardroom and via Zoom.

The Board acknowledged the passing of Wayne Crowley, past Alternate Director for the Beaufort Electoral Area and conducted a moment of silence.

2. APPROVAL OF AGENDA

MOVED: Director Solda

SECONDED: Director Sparrow

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

- 1) Late item submission related to Agenda Item 9.1(c) DVD23007, 1418406 BC Ltd - Waldriff*
- 2) Late Business Agenda Item 12. Long Beach Airport – Fire Flow Pump Station Construction Award*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Committee-of-the-Whole Meeting – November 8, 2023

MOVED: Director Solda

SECONDED: Director Sparrow

THAT the minutes of the Committee-of-the-Whole meeting held on November 8, 2023 be adopted.

CARRIED

b. Board of Directors Meeting – November 8, 2023

MOVED: Director Sparrow

SECONDED: Director Siga

THAT the minutes of the Board of Directors meeting held on November 8, 2023 be adopted as amended.

CARRIED

c. Alberni Valley Regional Airport Advisory Committee Meeting – November 16, 2023

MOVED: Director Solda

SECONDED: Director Sparrow

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on November 16, 2023 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Presentations:

- **Heather Zenner, Manager of Administrative Services**
10-year Service Recognition
- **Jenny Brunn, General Manager of Community Services**
5-year Service Recognition

b. Larry Stevenson, CEO, Island Corridor Foundation, Update on Island Corridor Foundation

6. CORRESPONDENCE FOR ACTION

- ### **a. Correspondence dated November 14, 2023 from Island Corridor Foundation requesting a funding contribution for the purpose of supporting ICF's participation in the current planning process led by the Province of British Columbia.**

MOVED: Director Solda

SECONDED: Director Roth

THAT the Alberni-Clayoquot Regional District Board of Directors receive the request from the Island Corridor Foundation and contribute \$25,000 from the Island Rail Corridor provincial grant received from the Ministry of Transportation and Infrastructure.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

a. OFFICE OF THE MINISTER OF HOUSING

New Legislation to Support Local Government Housing Initiatives

b. CITY OF WEST KELOWNA

Thank you for Support During Wildfire

- Beaver Creek
- Sproat Lake
- Cherry Creek

c. ISLAND COASTAL ECONOMIC TRUST

New Cowichan Valley Strategies Offer Opportunities for Jobs and Investments

MOVED: Director Sparrow

SECONDED: Director Solda

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Vancouver Island Regional Library Board – Alternate Director Appointment.**

MOVED: Director Cote

SECONDED: Director Mastrangelo

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Mastrangelo as the alternate appointee on the Vancouver Island Regional Library Board of Trustees for 2024.

CARRIED

- b. Request for Decision regarding the 2024-2027 Alberni-Clayoquot Regional District Strategic Plan Adoption.**

MOVED: Director Solda

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors adopt the 2024 – 2027 Strategic Plan as presented, and;

THAT the ACRD Board of Directors instruct staff to utilize the 2024-2027 Strategic Plan as the basis for developing the draft 2024 budget and financial plan.

CARRIED

- c. Request for Decision regarding Western Vancouver Island Industrial Heritage Society (WVIHS) request for funding support.**

MOVED: Director Solda

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District contribute \$5,000 from the Island Rail Corridor provincial grant which the ACRD received from the Ministry of Transportation and Infrastructure to the Western Vancouver Island Industrial Heritage Society to support their Island Coastal Economic Trust grant application to the Investment Readiness Program.

CARRIED

d. Request for Decision regarding Union of BC Municipalities Grant Applications for Emergency Support Services (ESS) & Emergency Operations Centres (EOC).

MOVED: Director Solda

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors support making an application to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Emergency Support Services with interested grant partners.

CARRIED

MOVED: Director Solda

SECONDED: Director Sparrow

THAT the Alberni-Clayoquot Regional District Board of Directors support making an application to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Emergency Operations Centres & Training with interested grant partners.

CARRIED

e. Request for Decision regarding Airport Loader Purchase and Grant Approval.

MOVED: Director Siga

SECONDED: Director Stere

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors exempt the purchase of a new medium duty Loader and associated loader attachments from the ACRD's Purchasing Policy Request for Proposal process; and further,

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors authorize staff to undertake a request for quotation process for this purchase and delegate authority to the Chief Administrative Officer to authorize the purchase.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

**a. TUP23005, LAMONT, 274 SOUTH BAMFIELD ROAD (BAMFIELD)
Short Term Vacation Rental Temporary Use Permit Application**

MOVED: Director Schmitt
SECONDED: Director Cote

THAT the Board of Directors issue Temporary Use Permit TUP23005.

CARRIED

b. RB21013, ANDREEFF & TRILLER, 5400 KINGSTON STREET (BEAUFORT)
Rezoning Application – Memorandum and Bylaws P1468 & P1469

MOVED: Director Boyko
SECONDED: Director Roth

THAT Bylaw P1468, Beaufort Official Community Plan Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT Bylaw P1469, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the public hearing for Bylaws P1468 and P1469 be delegated to the Director for Electoral Area 'B', the Alternate Director, or the Chairperson of the Regional District.

CARRIED

MOVED: Director Boyko
SECONDED: Director Roth

THAT the Board of Directors confirm that adoption of Bylaws P1468 and P1469 is subject to:

- i. Registration of an easement over the neighbouring property to provide road access to the western portion of the property from Drinkwater Road.*
- ii. Agreement to include the property within the Beaver Creek Fire Protection Service Area.*
- iii. Confirmation from a Registered On-site Wastewater Practitioner that the property can accommodate on-site sewage disposal to a 2-acre minimum lot size.*

CARRIED

c. DVD23007, 1418406 BC LTD - WALDRIFF, 10089 BLOWER ROAD (SPROAT LAKE)

Development Variance Application – Memorandum and Permit

MOVED: Director Cote

SECONDED: Director Siga

THAT the Board of Directors issue development variance permit DVD23007.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

a. Meeting Schedule – December 2023

b. Building Report – October 2023

c. Monthly Agreement & Grant Delegation Report – October 19, 2023 to November 15, 2023

MOVED: Director Solda

SECONDED: Director Sparrow

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

CARRIED

10.2 COMMITTEE REPORTS

a. Agricultural Development Committee Meeting, November 21, 2023 – Verbal Report (F. Boyko)

Met yesterday and discussed school gardens and some problems that arise when teachers move schools and leave gardens behind, discussed support for further funding for water for agriculture initiatives, North Island College is looking for funding to complete next phase of meat processing course. Alberni Farmers Institute had their Annual General Meeting and has a newly elected Board. Discussed Emergency Management powers and there were questions regarding including a new 90-day restriction on travel and asked for clarification on who makes this decision.

MOVED: Director Roth

SECONDED: Director Siga

THAT this verbal report be received.

CARRIED

**10.3 MEMBER REPORTS
(ALL/UNWEIGHTED)**

- a. 9-1-1 Corporation – V. Siga. No report.
- b. Vancouver Island Regional Library – P. Cote. No report.
- c. Alberni Valley Chamber of Commerce – S. Minions. No report.
- d. Air Quality Council, Port Alberni –M. Sparrow. Discussed home air filters, quite inexpensive (MERV-13 filters can remove more than 85% of PM2). Open burning is still an issue in the Alberni Valley, there are at least three avenues for improvement including: Promoting the Open Burning Smoke Control Regulation, promoting alternatives such as wood chipping (FireSmart Program), improve venting index information, education and compliance through radio public service announcements. AQC planning web and social media posts etc. Other avenues include collaborating with the Port Alberni Fire Department and using public message boards. The Alberni Valley has at least two local citizen groups interested in climate change including the Alberni Climate Action and Alberni Valley Transition Town Society.
- e. West Coast Aquatic Board – T. Stere. No report.
- f. Association of Vancouver Island & Coastal Communities – P. Cote. Resolutions need to come in soon, suggestions for suggestions, and nominations for elections. Opportunities for student participation at the AVICC convention.
- g. Beaver Creek Water Advisory Committee – No report.
- h. Tsawak-qin Public Advisory Group (WIWAG) – M. Sparrow. No report.
- i. Other Reports. Director Cote attended the Ocean Protection Plan meeting (currently going through public consultation) and attended the Somass Estuary Symposium. Also attended the Decolonization Series through Alberni-Clayoquot Health Network and highly recommends it.

MOVED: Director Roth

SECONDED: Director Siga

THAT the Board of Directors receive the Member Reports.

CARRIED

11. LATE BUSINESS

a. Long Beach Airport – fire Flow Pump Station Construction Award

MOVED: Director Stere

SECONDED: Director Siga

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Long Beach Airport Fire Flow Pump Station Construction contract to Ridgeline Mechanical Ltd. in the amount of \$1,217,407.07 (excluding GST); and further,

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the Long Beach Airport Fire Flow Pump Station Construction contract on behalf of the Regional District.

CARRIED

12. QUESTION PERIOD

Questions/Comments from the public. The Manager of Administration 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.

13. IN-CAMERA

MOVED: Director Jack

SECONDED: Director Roth

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 3:13 pm.

The meeting was re-opened to the public at 3:47 pm.

14. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

15. ADJOURN

MOVED: Director Solda

SECONDED: Director Sparrow

THAT this meeting be adjourned at 3:47 pm.

CARRIED

Certified Correct:

John Jack

John Jack,
Chairperson

Heather Zenner

Heather Zenner,
Manager of Administrative Services