



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, October 11, 2023 at 1:30pm

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)  
Fred Boyko, Director, Electoral Area "B" (Beaufort)  
Vaida Siga, Director, Electoral Area "C" (Long Beach)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Colin McLeman, Alternate 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  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government  
Levana Mastrangelo, Executive Legislator, Yuuʷuʷiʷatʰ Government

#### **REGRETS:**

Susan Roth, Director, Electoral Area "E" (Beaver Creek)  
Tom Stere, Councillor, District of Tofino  
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  
Wendy Thomson, General Manager of Administrative Services  
Karen Freethy, Protective Services Manager  
Charlie Starratt, Regional Fire 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/11-10-2023/>

### **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 via Zoom.

## 2. APPROVAL OF AGENDA

MOVED: Director Cote

SECONDED: Director Sparrow

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

*Section 9.1 (a) Rezoning Application RF23006 – Late Submissions*

*Section 9.1 (c) Development Variance Application DVD23007 – Late Submissions*

**CARRIED**

## 3. DECLARATIONS

## 4. ADOPTION OF MINUTES

### a. Board of Directors Meeting – September 27, 2023

MOVED: Director Cote

SECONDED: Director Sparrow

*THAT the minutes of the Board of Directors meeting held on September 27, 2023 be adopted.*

**CARRIED**

### b. Electoral Area Directors Committee Meeting – September 27, 2023

MOVED: Director Cote

SECONDED: Director Sparrow

*THAT the minutes of the Electoral Area Directors Committee meeting held on September 27, 2023 be adopted.*

**CARRIED**

### c. Alberni Valley Aquatic Centre Advisory Committee Meeting – October 3, 2023

MOVED: Director Cote

SECONDED: Director Haggard

*THAT the minutes of the Alberni Valley Aquatic Centre Advisory Committee meeting held on October 3, 2023 be adopted.*

**CARRIED**

### d. West Coast Committee Meeting – October 4, 2023

*MOVED: Director Cote*  
*SECONDED: Director Sparrow*

*THAT the minutes of the West Coast Committee meeting held on October 4, 2023 be adopted.*

**CARRIED**

**e. Solid Waste Management Plan Advisory Committee Meeting – October 4, 2023**

*MOVED: Director Sparrow*  
*SECONDED: Director Beckett*

*THAT the minutes of the Solid Waste Management Plan Advisory Committee meeting held on October 4, 2023 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION**

- a. Correspondence September 25, 2023 from Western Vancouver Island Industrial Heritage Society regarding funding contribution to allow applying for the maximum grant, from Island Coastal Economic Trust's Investment Readiness Program.**

*MOVED: Director Haggard*  
*SECONDED: Director Beckett*

*THAT the ACRD Board of Directors resolve to provide a letter of support for the WVIHS ICET grant application and that the request for funding from the ACRD be to the 2024 Grant in Aid application process.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

- a. MINISTRY OF MUNICIPAL AFFAIRS**  
Cherry Creek Waterworks Improvement District Conversion Study Grant
- b. MINISTRY OF MUNICIPAL AFFAIRS**  
Regional Climate Action Plan Grant
- c. MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT**  
October 2023, 33<sup>rd</sup> Foster Family Month in British Columbia
- d. ISLAND COASTAL ECONOMIC TRUST**  
Outdoor Retail Market in Campbell River Will Grow Local Businesses
- e. BC OMBUDSPERSON**

- Fairness in Changing Climate
- f. **BC ANTI HUMAN TRAFFICKING**  
Child Sex Trafficking in BC
- g. **FISHERIES AND OCEANS CANADA**  
Engagement on the Potential Listing of Okanagan Chinook Under the Species at Risk Act

*MOVED: Director Beckett*

*SECONDED: Director Haggard*

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

**CARRIED**

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

- a. **Request for Decision regarding Long Beach Airport REDIP grant funding application**

*MOVED: Director Siga*

*SECONDED: Director McEwen*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant funding application to the Rural Economic Diversification and Infrastructure Program for the Long Beach Airport Land-Use and Development Plan Project.*

**CARRIED**

- b. **Request for Decision regarding grant application with community emergency preparedness fund – volunteer & composite fire departments equipment & training**

*MOVED: Director Cote*

*SECONDED: Director Haggard*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the application for funding from CEPF-Volunteer & Composite Fire Departments Equipment & Training for the purchase of forest firefighting equipment and training and direct staff to provide overall grant management for the project, if successful, for the following departments:*

- Beaver Creek Fire Department \$30,000*
- Sproat Lake Fire Department \$30,000*
- Bamfield Fire Department \$30,000*

**CARRIED**

**c. Request for Decision regarding grant application with Fire Chiefs' Association of BC (FCABC)**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant funding application to Live Fire Training Centre Project Program from the Office of the Fire Commissioner for the Sproat Lake Fire Department.*

**CARRIED**

**d. Request for Decision regarding Cherry Creek Water conversion consultant**

*MOVED: Director Sparrow*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Cherry Creek Waterworks District Conversion Consultant contract to Connections Planning Associates Ltd. in the amount of \$40,000.00 (excluding GST) and authorize the CAO to negotiate and execute the contract on behalf of the Regional District.*

**CARRIED**

**e. Request for Decision regarding Community Workforce Response grant application – meat processing fundamentals program**

*MOVED: Director Haggard*

*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant application to the Community Workforce Response Grant for the Meat Processing Fundamentals Program and direct staff to provide overall grant management for the project, if successful.*

**CARRIED**

**f. Request for Decision regarding West Coast Transit – service level and schedule costing**

*MOVED: Director McEwen*

*SECONDED: Director Beckett*

*THAT the Alberni-Clayoquot Regional District Board of Directors approve moving forward with the high-level schedule of approximately 5,700 annual service hours for the West Coast Transit Service in 2024.*

*MOVED: Director McEwen*  
*SECONDED: Director Mastrangelo*

*THAT the Alberni-Clayoquot Regional District Board of Directors delegate authority to the CAO for the negotiation and execution of an operating agreement with Pacific Western Transportation for a maximum amount of \$670,000, excluding GST.*

**CARRIED**

**g. Request for Decision regarding CMHC Housing Accelerator Fund**

*MOVED: Director Cote*  
*SECONDED: Director Sparrow*

*THAT the Alberni-Clayoquot Regional District Board of Directors support the grant funding application to the Housing Accelerator Fund Program for the incentive funding and approve the grant application action plan for ACRD to create conditions for increase housing supply.*

**CARRIED**

**9. PLANNING MATTERS**

**9.1 ELECTORAL AREA DIRECTORS ONLY**

**a. RF23006, VON BRENDDEL, 5447 MAEBELLE ROAD (CHERRY CREEK)**  
Rezoning Application – Memorandum and Bylaw P1484

*MOVED: Director Sparrow*  
*SECONDED: Director Beckett*

*THAT Bylaw P1484, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a first time.*

**CARRIED**

*MOVED: Director Sparrow*  
*SECONDED: Director Cote*

*THAT the public hearing for Bylaw P1484 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District.*

**CARRIED**

**b. DVD23005, MORROW & BURRELL, 8490 BLOEDEL DRIVE (SPROAT LAKE)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director Cote*

*SECONDED: Director Beckett*

*THAT the Board of Directors issue development variance permit DVD23005.*

**CARRIED**

- c. **DVD23007, 1418406 BC LTD. - WALDRIFF, 10089 BLOWER ROAD (SPROAT LAKE)**  
Development Variance Application – Memorandum and Permit

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT the Board of Directors defer development variance permit DVD23007 to a future meeting.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. **Update on Highway 4 – K. Freethy, Protective Services Manager**

*MOVED: Director Sparrow*

*SECONDED: Director Beckett*

*THAT the Board of Directors receives the Staff Report.*

**CARRIED**

### **10.2 AREA REPORTS**

(ALL/UNWEIGHTED)

- a. Electoral Area “A” (Bamfield) – B. Beckett  
Dr. Sean Rogers was recently renewed with a 5-year contract as Director of the Bamfield Marine Science Centre. Hikers, Ecotourists, Kayakers all had an amazing experience this summer in Bamfield. They were fortunate to not have had any forest fires this summer. They had a ribbon cutting for their new playground equipment installed at the East Side Centennial Park. Congratulations to the Huu-ay-aht First Nation for their successful completion of the Bamfield Road Reconciliation project. He also extended his thanks to CAO Daniel and ACRD Staff on four visits to Bamfield and Anacla to meet face to face with the community members.
- b. Electoral Area “B” (Beaufort) – F. Boyko  
There was an Open House for the Official Community Plan in Beaufort on October 10<sup>th</sup>. Attendance was low but conversation was good.

- c. Electoral Area "C" (Long Beach) – V. Siga  
Commented that the Bike path is looking great and is looking forward to the grand opening.
- d. Electoral Area "D" (Sproat Lake) – P. Cote  
Director Cote thanked everyone for their participation at UBCM, it was well received. Reported that the lake level has come up but is still very low. They are conducting a water testing on Tuesday October 24<sup>th</sup>, which is the day after their public open house. Residents can pick up bottles for testing at the open house. This program is run through the Community Association. The Community Association conducted a beach cleanup on September 24<sup>th</sup>. Director Cote thanked the Regional District for waiving the tipping fees for the beach cleanup and thanked the Fish and Duck for their environmental responsibility in providing their staff to help with the cleanup and provided food and a houseboat and a pontoon boat as well.
- e. Electoral Area "E" (Beaver Creek) – Colin McLeman.  
Colin McLeman read out a letter from Director Roth regarding the Beaver creek water source.
- f. Electoral Area "F" (Cherry Creek) – M. Sparrow  
Tomorrow is the open house for their OCP.
- g. City of Port Alberni – S. Minions/D. Haggard  
Director Haggard reported that negotiations continue between the City of Port Alberni and the preferred developer of the Somass property. They are hoping to make the announcement of who that is in the next couple of weeks.
- h. District of Tofino – T. Stere – No Report
- i. District of Ucluelet – M. McEwen  
Council meeting yesterday had an interesting delegation from the Ballenas Housing Society, formerly known as the Nanaimo Affordable Housing Society. This groups are looking for possible locations in Ucluelet to do some affordable housing.
- j. Huu-ay-aht First Nations – J. Jack  
Chair Jack reported that Huu-ay-aht has recently celebrated the completion of the Bamfield Reconciliation project which includes some new safety features in key locations and a lot of gravel and ditching material, along with a new chip seal surface. They are moving forward with their own strategic planning as well as heading into their first Peoples Assembly after the election.
- k. Toquaht Nation – K. Johnsen - No Report



- I. Uchucklesaht Tribe Government – W. Cootes  
Director Cootes reported that they are currently in their election process and there will be an election for one seat which happens to be his family’s seat. When the election process is finished, he will be acclaimed Chief Counselor and will take the seat in the third week of December.
  
- m. Yuułuʔiłʔatḥ Government – L. Mastrangelo  
Two events happened recently. Unveiling of sign at Kwisitit which is next to Wickaninnish beach, and another receive milestone was the signing of the local Education agreement with School District No. 70.

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

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

**CARRIED**

*MOVED: Director Cote*  
*SECONDED: Director Mastrangelo*

*THAT the Board of Directors refer the Sproat Lake critical water issues to the Strategic Planning session review in November.*

**CARRIED**

### **10.3 OTHER REPORTS**

- a. **Vancouver Island and Coastal Communities Climate Leadership (VICC-CL) Steering Committee**

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

*THAT the Board of Directors receives the report.*

**CARRIED**

### **11. UNFINISHED BUSINESS**

- a. **Tabled Motion – Board of Directors Meeting on September 27, 2023, regarding Request to the Provincial Government – Horne Lake Emergency Route. (Refer to Staff Report 10.1 (a) of the Agenda)**

The following motion tabled at the regular Board of Directors meeting held on September 27, 2023, be lifted from the table:

*MOVED: Director Jack McLeman*

*SECONDED: Director Roth*

*THAT the Alberni-Clayoquot Regional District request that the Provincial Government declare an emergency route through Horne Lake and that the Alberni-Clayoquot Regional District Transportation Committee review all access routes for the long term.*

All Directors voted in favour of the motion and the motion was;

**CARRIED**

## **12. QUESTION PERIOD**

Questions/Comments from the public. The Executive Assistant advised there were no questions or comments respecting an agenda topic from public participating in the Zoom webinar or submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

- Participating in Person in the ACRD Board Room:

Heather Powell, owner of the Hollies Golf Course, spoke on the lengthy planning processes, and the transparency of applications. She requested current and past planning applications be posted on the ACRD website and development permit processes be streamlined.

## **13. RECESS**

*MOVED: Director Beckett*

*SECONDED: Director Sparrow*

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

**CARRIED**

The meeting was recessed at 3:34 pm.

## **15. RECONVENE**

The meeting was reconvened at 3:28 pm.

## **16. ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director Sparrow*

*THAT this meeting be adjourned at 3:28 pm.*

**CARRIED**

Certified Correct:

*John Jack*

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John Jack,  
Chairperson

*Janice Hill*

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Janice Hill,  
Executive Assistant