



Alberni-Clayoquot Regional District

MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE

MEETING HELD ON THURSDAY, MAY 18, 2023, 1:30 PM

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

DIRECTORS

Susan Roth, Director, (Chair) Electoral Area "E" (Beaver Creek)

PRESENT:

Bob Beckett, Director, (Vice-Chair), 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)

Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer

Mike Irg, General Manager of Planning & Development

Alex Dyer, Manager of Planning

Wendy Thomson, General Manager of Administrative Services

Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/18-5-2023/>

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- Committee Members and Staff present in the Boardroom.

2. APPROVAL OF AGENDA

MOVED: Director Boyko

SECONDED: Director Beckett

THAT the agenda be approved as circulated.

CARRIED

3. MINUTES

a. **Electoral Area Directors Committee Meeting – February 23, 2023**

MOVED: Director Boyko
SECONDED: Director Sparrow

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

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE

6. REQUEST FOR DECISIONS

a. Request for Decision regarding rezoning application procedure options.

MOVED: Director Beckett
SECONDED: Director Boyko

THAT the Electoral Area Directors Committee recommend the Board of Directors direct staff to prepare rezoning application reports with the option to give notice a public hearing will not be held, as per Section 467 of the Local Government Act, when the proposed rezoning complies with the electoral area Official Community Plan.

CARRIED

b. Request for Decision regarding Development Permit and Development Variance Permit Procedures Options.

MOVED: Director Cote
SECONDED: Director Boyko

That the Electoral Area Directors Committee recommend to the ACRD Board of Directors that the Development Procedures and Fees Bylaw P1403 be amended to delegate minor development variance permits and form and character development permits to the CAO or GM of Planning and Development.

CARRIED

c. Request for Decision regarding Development Procedures and Fees Bylaw Updates.

MOVED: Director Beckett
SECONDED: Director Cote

THAT the Electoral Area Directors Committee recommend that the Board of Directors direct staff to prepare amendments to the Development Procedures and Fees Bylaw P1403 updating the development fees and sign requirements for development

applications AND FURTHER the Bylaw be brought back to the Board every five years for review.

CARRIED

d. **Request for Decision regarding Options for Public Hearing Procedures.**

MOVED: Director Beckett

SECONDED: Director Cote

That the Electoral Area Directors Committee recommend that the ACRD Board of Directors instruct staff to develop policy guidelines and procedures for required statutory public meetings and public hearings for consideration by the Board of Directors.

CARRIED

7. REPORTS

a. **Bylaw Enforcement Policy and Procedures**

MOVED: Director Boyko

SECONDED: Director Sparrow

THAT the Electoral Area Directors Committee receives this report.

CARRIED

8. LATE BUSINESS

9. 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.

10. ADJOURN

MOVED: Director Boyko

SECONDED: Director Sparrow

THAT this meeting be adjourned 3:23 pm.

CARRIED

Certified Correct:

Susan Roth

Susan Roth,
Chairperson

Wendy Thomson

Wendy Thomson,
General Manager of Administrative Services