

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, March 20, 2018 at 1:00 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, Mole, and Noel
 Staff: Mark Boysen, Chief Administrative Officer
 Carolyn Bidwell, Chief Financial Officer
 Barb Millar, Manager of Finance
 Marlene Lagoa, Deputy Municipal Clerk

Regrets:

1. CALL TO ORDER

1.1 Mayor St. Jacques called the meeting to order at 1:09 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

2.1 Council acknowledged the Yuułu?ił?ath First Nations on whose traditional territories the District of Ucluelet operates.

3. ADDITIONS TO AGENDA

3.1 There were no additions to the agenda.

4. APPROVAL OF AGENDA

4.1 Move item 7.5 Grant in Aid to 7.1 and re-number the other items accordingly.

2017-001 **It was moved by Councillor Noel and seconded by Councillor McEwen**
 THAT Council approve the March 20, 2018 Special Agenda as amended.
 CARRIED.

5. ADOPTION OF MINUTES

5.1 March 13, 2018 Special Minutes

2017-002 **It was moved by Councillor McEwen and seconded by Councillor Oliwa**
 THAT Council approve the March 13, 2018 Special Minutes as presented.
 CARRIED.

6. PUBLIC INPUT

6.1 There were no members of the public who wished to speak.

7. REPORTS

7.1 Grants in Aid for 2018 (Report #2)

- Mayor St. Jacques noted that Grant in Aid presentations were made at the March 13th Regular Council Meeting and that a decision is needed today.
- Council asked that District staff work with the Ucluelet & Area Historical Society to seek clarification on the maintenance of the historical gardens.
- Council members discussed options for allocating any unused Grants in Aid funds. Staff recommended that Council move any unused funds to the council contributions budget so that may be allocated later in the year.

2017-003

It was moved by Councillor Noel and seconded by Councillor McEwen

THAT Council direct staff to move the Ucluelet Secondary School items, scholarship for \$750 and discretionary for \$500, to Council contributions for a total of \$1,250.

CARRIED.

2017-004

It was moved by Councillor Mole and seconded by Councillor Oliwa

THAT Council direct Staff to move any remaining balance in Grants in Aid to Council Contributions for 2018.

CARRIED.

2017-005

It was moved by Councillor Noel and seconded by Councillor Oliwa

THAT Council move recommendation 1 of report item, "Grants in Aid for 2018 (Report #2)" which states:

1. *THAT Council award \$16, 375 in Grants in Aid funding for 2018 as outlined in the attached Appendix A - Council Grants in Aid Requests 2018.*

CARRIED.

7.2 Operating Budget (2018)

CFO Carolyn Bidwell presented the following operating budget updates:

- Operating Budget alone requires a property tax increase of 3%.
- There were several property assessment appeals received by BC Assessment which may negatively impact the District's budget if approved.
- Confirmed Tourist Commercial zoning (CS-5) is being taxed as residential.
- Removal of debt purposes rate, once required by the Municipal Act, which is now outdated. Debt is included in the operating budget.
- Barkley Community Forest is now accounted for under revenue with a matching expense to transfer to reserve.
- Added transfer of \$45,000 to small craft harbour reserve.

- Added Economic Development line item to operating for \$30,000.
- The 2018 projects result in a \$77,000 deficit and total tax rate increase of approximately 5%.

Council provided the following questions and direction to staff:

- Follow-up on the status of 2018 BC Assessment appeals.
- Gather budget figures for all taxing authorities for Council's information and show on pie chart for presentation.
- Curious to know future anticipated revenue on the 1% utility tax.
- Whether the District received Payment In lieu of Taxes on provincial properties.
- Check with Clayoquot Biosphere Trust on investing options with sustainable companies. They are investing funds for other groups in the region.
- Concern with the amount of revenue coming in from bylaw, the need to review fees and fines, and for the District to be part of the Vancouver Island Adjudication program.
- Confirm whether the District has an agreement with the Department of Fisheries and Oceans on an amount to be transferred to reserves.
- Check who our insurance provider was back in 2014 as coverage has increased significantly since.
- Review BC Assessments on properties zoned Tourist Commercial (CS-5) asking BC Assessment to reclassify them as commercial.

7.3 Projects Review (2018)

2017-006

It was moved by Councillor Mole and seconded by Councillor Oliwa

THAT Council give early budget approval of \$180,000 for Walkways - Marine Drive (PWCP2017-01) and \$75,000 for the WPT Connection Trails - Spring Cove (PRCP2017-01) as part of the 2018-2022 Financial Plan.

CARRIED.

7.4 Funding Options

CFO Carolyn Bidwell presented the following funding options:

- Confirmed that there is no issue with stacking Gas Tax Funding with other grants.
- The Resort Municipality Initiative funding may also be stacked with Gas Tax.
- Remove projects from 2018 budget to reduce tax rate from 4.91%.
- Use Barkley Community Forest Funds to reduce tax rate.
- Recommend charging the maximum for utilities which is either

the rate that is set or \$40.

CFO Carolyn Bidwell discussed the impact of a 4.91% property tax increase to residential, commercial and recreation classes. Council discussed the merits of lowering the tax rate in the future for commercial properties in order to reach a fairer equalization between property classes.

Mayor St. Jacques recessed the meeting at 3:24 pm due to a request for information.

Mayor St. Jacques reconvened the meeting at 3:56 pm.

Mayor St. Jacques left the meeting at 4:02 pm and returned at 4:04 pm.

Council directed staff to schedule a Special Meeting on Thursday, March 22nd in order to finalize the budget for the public presentation on April 3rd.

7.5 Public Budget Presentation

- CAO Mark Boysen stated that staff are hoping to post the budget presentation online as soon as possible.

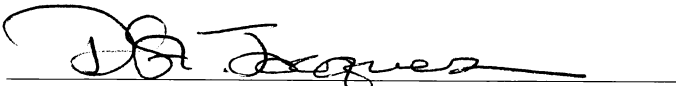
8. QUESTION PERIOD

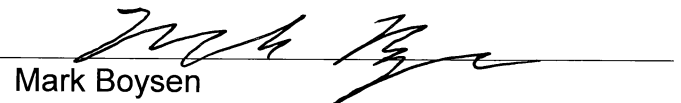
8.1 There were no members of the public who wished to speak.

9. ADJOURNMENT

9.1 Mayor St. Jacques adjourned the meeting at 4:12 pm.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Tuesday, March 20, 2018 at 1:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.


Dianne St. Jacques
Mayor


Mark Boysen
CAO