

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, March 13, 2018 at 1:00 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, Mole, and Noel
 Staff: Mark Boysen, Chief Administrative Officer
 Abigail Fortune, Director of Parks and Recreation
 Bruce Greig, Manager of Community Planning
 Carolyn Bidwell, Chief Financial Officer
 Marlene Lagoa, Deputy Municipal Clerk
 Warren Cannon, Superintendent of Public Works

Regrets:

1. CALL TO ORDER

1.1

Mayor St. Jacques called the meeting to order at 1:00 pm.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

2.1 Council would like to acknowledge the Yuułu?iŋ?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 March 13, 2018 Special Agenda

2017-001 **It was moved by Councillor Noel and seconded by Councillor Mole**
THAT Council approve the March 13, 2018 Special Agenda as presented.

CARRIED.

5. ADOPTION OF MINUTES

5.1 March 1, 2018 Special Minutes

2017-002 **It was moved by Councillor Oliwa and seconded by Councillor Noel**
THAT Council approve the March 1, 2018 Special Minutes as presented.

CARRIED.

5.2 March 6, 2018 Special Minutes

2017-003 **It was moved by Councillor Oliwa and seconded by Councillor Mole**

2017-003

It was moved by Councillor Oliwa and seconded by Councillor Mole
THAT Council approve the March 6, 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 Operating Budget (2018)

CFO Carolyn Bidwell distributed an updated handout on general operating revenues and expenditures to Council members.

Staff answered Council's budget related questions.

- District is not obligated to give permissive tax exemptions.
- The School Board does not pay property taxes.
- Review of Development Cost Charges is underway with a draft bylaw to Council expected this summer.
- Transfers to water and sewer have been corrected.
- Change to water rates occurred in 2016 through a Bylaw.
- Staff still has to provide information on Payment In lieu of Taxes (PILT).
- Cost-of-living adjustment (COLA) is 2%.

Tax Classes:

- Ratios are currently: Residential - 1; Commercial - 2.74; Recreation - 2.92; and Utilities - 6.69.
- CFO Carolyn Bidwell recommended setting a rate for all classes regardless of whether the District has them currently.
- Council asked staff what type of property is classified as recreation.
- Council asked staff if there was a different rate for the fish plants, businesses in the industrial area, and properties zoned tourist commercial.

Small Craft Harbour Reserve:

- Transfers to the Small Craft Harbour Reserve has been inconsistent over the last several years.
- There is no bylaw or policy to provide direction on any of the District's reserves. There is no mention of the reserve in the Small Craft Harbour agreement.
- Council noted that they would like to transfer some funds to the Small Craft Harbour Reserve. The amount should be net of all expenditures as well as staff time spent on bylaw enforcement

and administration.

Council provided the following direction to staff:

- Add \$30,000 for economic development to the annual operating budget.
- Provide an updated estimate for property tax revenues based upon the latest BC Assessment role.
- Provide Mill Rate ratios and dollar values for the last three years to show the trend between residential and commercial properties.
- Review the District's asset and liability insurance this year.
- Keep the sidewalk repair budget at \$13,470 for 2018 and consider preparing a long-term plan for sidewalk maintenance and improvements. Staff indicated that the District has purchased a new asset management software that assist with planning.
- The replacement of trucks should be part of the operating budget.

7.2 Projects Review (2018)

PROJECT NAME: Matterson Reservoir Upgrade

PROJECT NO: WCP2017-03

Warren Cannon, Superintendent of Public Works, addressed Council's questions regarding the project. An engineering study was completed in 2017 and design work is planned for 2018. Mr. Cannon added that early approval will allow staff to move forward with completing the work in 2018.

2017-004

It was moved by Councillor Noel and seconded by Councillor Oliwa

THAT Council give early budget approval of \$130,000 for the Matterson Reservoir Upgrade (WCP2017-03) as part of the 2018-2022 Financial Plan.

CARRIED.

7.3 Funding Options

Council noted they would like to have some discussion around the Barkley Community Forest as a possible funding source at the next budget meeting.

Staff to report back at the next budget meeting regarding the availability of gas tax funds to pay for Walkways - Marine Dr. (PWCP2017-01) and WPT Connection Trail - Spring Cove (PRCP2017-01).

7.4 Public Budget Presentation

Council requested that the public budget presentation illustrate the

impact of the proposed 2018 tax rate on residential and commercial properties. Examples to show tax increase scenarios for low, medium, and high property values.

8. QUESTION PERIOD

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

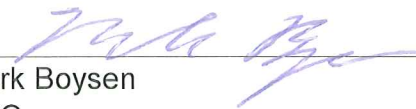
9. ADJOURNMENT

9.1 Mayor St. Jacques adjourned the special meeting at 3:21 pm.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Tuesday, March 13, 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