

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, June 26, 2018 at 7:30 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Mole, Noel, and Oliwa
 Staff: Mark Boysen, Chief Administrative Officer
 Marlene Lagoa, Deputy Municipal Clerk
 Bruce Greig, Manager of Community Planning
 Brent Ashton, Bylaw Officer

Regrets:

1. CALL TO ORDER

1.1 Mayor St. Jacques called the meeting to order at 7:30 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

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

3. ADDITIONS TO AGENDA

3.1 Pertaining to Agenda Item No. 10.3 INFORMATION ITEMS: Highway 4 Kennedy Hill Safety Improvements Traffic Interruptions Update:

- REPLACE letter from Emil Anderson Construction, dated June 12, 2018, with letter dated June 25, 2018.

4. APPROVAL OF AGENDA

4.1 June 26, 2018 Regular Agenda

2017-001 **It was moved by Councillor Noel and seconded by Councillor McEwen**
THAT Council approve the June 26, 2018 Regular Agenda as amended.

CARRIED.

5. ADOPTION OF MINUTES

5.1 June 12, 2018 Regular Minutes

2017-002 **It was moved by Councillor Oliwa and seconded by Councillor McEwen**
THAT Council approve the June 12, 2018 Regular Minutes as presented.

CARRIED.

6. UNFINISHED BUSINESS

6.1 Plaid For Dad

Councillor McEwen noted that the District participated in the “PlaidForDad” social media campaign with a photo op at the District Office.

7. MAYOR’S ANNOUNCEMENTS

7.1 There were no announcements.

8. PUBLIC INPUT, DELEGATIONS & PETITIONS

8.1 Public Input

Kerry Harwood, resident, shared his concerns that the housing issue is only getting worse. His concerns include workers being kicked out of rental housing for tourist accommodation and that businesses continue to have a problem with staffing. Mr. Harwood is suggesting an action plan to open a campsite for workers as well as encouraging people to open up their homes to solve the housing issue.

Hans Heyduck, resident and business owner, agrees that the housing situation is bad and that there is a lack of affordable options such as laneway and small homes. He feels lucky to have set down his roots here years ago. Mr. Heyduck reported that over the last few weeks his sales have been down 60% from last year. He believes the problem is the road closures on Highway 4. People who would have come from Vancouver or other communities are not coming due to the inconvenience of road closure. He would like to see full night closures instead of day closures.

Jessie Masso, resident, saw Mr. Harwood’s social media post about housing and believes there is an issue. She discussed how her adult child will not be able to afford a home. She noted that the town is working to support the tourism industry, but we are also digging a whole for ourselves. We need to find a community solution for locals to own homes and not just rentals. There is a group of people that need to know they belong. We want a long-term community. Ms. Masso also raised concerns with the District’s increase in bylaw enforcement particularly on public beaches. She was upset to see a Bylaw Officer drive an ATV onto the beach during the day. The Mayor asked her to send her

comments in writing to CAO Mark Boysen.

9. CORRESPONDENCE

9.1 RCMP Reply to Limited Duration Post Policy Change Royal Canadian Mounted Police

- Council discussed the value of seeing the comprehensive review completed by the RCMP as those insights may assist the District with its community planning.

2017-003 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council receive correspondence item, "RCMP Reply to Limited Duration Post Policy Change" for information.

CARRIED.

2017-004 **It was moved by Councillor Oliwa and seconded by Councillor McEwen**
THAT Council direct staff to contact "E" Division of RCMP and ask if they can forward a copy of the 2014 comprehensive review to District staff for the purposes of community planning.

CARRIED.

9.2 Regional District of Alberni-Clayoquot: Notice of Public Hearing Regional District of Alberni-Clayoquot

Bruce Greig, Manager of Community Planning, provided an overview of the application:

- Expansion of the surf junction campgrounds, adding 100 campsites to the current 60 site campground, and 10 employee housing units.
- Campground states it is turning people away and that many people are camping on backroads.
- The site is located within the Lost Shoe Creek Aquifer which is a community drinking water supply. The development is proposed to rely on an on-site septic treatment system.
- Staff recommends approval be subject to receiving specific assurance from VIHA that the development will not risk the community's drinking water quality.
- There is also a need to look long-term at density and transportation in that area.
- The area would benefit from a sub-regional approach to water and sewer services to protect the aquifer.

2017-005 **It was moved by Councillor Mole and seconded by Councillor Noel**
THAT Council receive correspondence item, "Regional District of Alberni-Clayoquot: Notice of Public Hearing" for information.

CARRIED.

2017-006 **It was moved by Councillor Mole and seconded by Councillor Noel**

THAT Council direct staff to send a letter to ACRD outlining Council's support in principle to the expansion of the Surf Junction Campground provided there is a positive report from Island Health or an engineering firm ensuring the proposed expansion will not impact Ucluelet's drinking water supply.

CARRIED.

10. INFORMATION ITEMS

10.1 LNG 101 Information Session Steelhead LNG

10.2 Cross-country Consultations on Air Passenger Rights and The Aviation Ecosystem National Airlines Council of Canada

10.3 Highway 4 - Kennedy Hill Safety Improvements Traffic Interruptions Update Emil Anderson Construction (EAC) Inc.

10.4 Rail Service Vancouver Island Marilynn and Terry Newsted

10.5 Invitation to Participate in a Survey on Wildfire Prevention and Fuels Management Forest and Conservation Sciences - Faculty of Forestry, UBC

2017-007 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council receive information items, 10,1, 10.2, 10.3, 10.4, and 10.5 as a
block.

CARRIED.

2017-008 **It was moved by Councillor McEwen and seconded by Councillor Mole**
THAT Council direct CAO Mark Boysen to have staff participate by taking the
Wildfire Prevention and Fuels Management survey.

CARRIED.

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Sally Mole *Deputy Mayor January – February*

Food Bank on the Edge

- Attended AGM on June 18th.
- There is one new Director.
- Completed a feasibility study for a new building that points to Tugwell Fields.
- Client numbers and donations are up.

- 11.2 Councillor Marilyn McEwen
Deputy Mayor March – April

Wild Pacific Trail Society

- Meeting held June 13th.
- Elected new Board of Directors.
- Discussed trail maintenance and pruning prior to the marathon.
- Successful at getting a CBT grant for signage at Spring Cove.
- Board is concerned with witnessing large groups with buckets full of shellfish by the Lighthouse. Discussed whether signage should go up warning of red tide.

=> **Other Reports**

Tourism Ucluelet

- Washrooms in the parks are now open.
- Coast smart signs are up in the park.
- There was a 2% increase in visitor numbers in May.
- New banners are going up.
- Successful collaboration between TU and the Chamber in putting on the half marathon that had 580 registrants.

Regional Housing Discussion

- Attended the June 14th meeting organized by the Alberni Clayoquot Health Network.
- It was a good round-table discussion and there was great information shared on the housing issues all our communities are facing.

ONNI Open House

- Attended the June 19th ONNI Open House.
- It was very well-attended, and it was good to see the plans.

- 11.3 Councillor Mayco Noel
Deputy Mayor July – October

Barkley Community Forest Board

- AGM is tomorrow afternoon.

- They are still waiting for the right permit before they can let people in to harvest the firewood.
- Phase 1 has been planted and Phase 2 planting will be starting in the fall.
- New board members are being presented at tomorrow's AGM.

11.4 Councillor Randy Oliwa
Deputy Mayor May – June

=> **Other Reports**

- Thanked those who attended Forest Glen's Strawberry Tea Event.

11.5 Mayor Dianne St. Jacques

Alberni-Clayoquot Regional District Board

- Attended June 15th Board Meeting
- Discussed homelessness in the valley.
- Looking to hire another full-time employee at Long Beach Airport.
- Regional District staff are going to prepare options for increasing the tax requisition for the airport. The decision may go to referendum.
- Discussion with Rogers about construction of a cell tower at the West Coast Landfill. Rogers is requesting a 30 year lease.

DFO Fisheries Committees for Groundfish & Hake

- They are having a good season with lots of fish being picked close to land.

=> **Other Reports**

- Attended the June 21st Climate Adaptation Meeting. ICLEI selected Ucluelet as one of the communities being studied over the next 2 years.

2016-9

It was moved by Councillor Oliwa and seconded by Councillor Mole.

THAT Council receive the verbal committee reports.

CARRIED.

12. REPORTS

12.1 Ukee Days - Noise Bylaw And Road Closure
Abby Fortune, Director of Parks & Recreation

2017-010

It was moved by Councillor McEwen and seconded by Councillor Mole

THAT Council approve recommendations 1, 2, 3 & 4 of report item, "Ukee Days - Noise Bylaw And Road Closure" which states:

1. *THAT Council allow Ukee Days festivities to act outside of the Noise Control Bylaw No. 915, 2003, Section 3 (g) and grant an extension to midnight at the Ukee Days Fairgrounds (160 Seaplane Base Road) on Saturday, July 28, 2018.*
2. *THAT Council authorizes the closing of Fraser Lane in front of the Village Green from 10:00 a.m. to 10:00 p.m. on Friday, July 27, 2018.*
3. *THAT Council authorize the temporary closure of Peninsula Road, between Matterson Road and Seaplane Base Road, from 10:15 a.m. to 10:45 a.m. for the Ukee Days parade on Saturday, July 28, 2018.*
4. *THAT Council attends the Ukee Days festivities July 27 - 29, 2018 and invites the community to join them.*

CARRIED.

12.2 Ucluelet Fire Services Agreement with Long Beach Airport

- Mayor St. Jacques noted that the District of Ucluelet is already committed to providing fire services to the airport and the agreement formalizes that commitment for a 10-year period.

2017-011

It was moved by Councillor Noel and seconded by Councillor Oliwa

THAT Council approve recommendation 1 of report item, "Ucluelet Fire Services Agreement with Long Beach Airport" which states:

1. *THAT Council approve entering into a Fire Protection Services Agreement for Long Beach Airport with the Alberni-Clayoquot Regional District for a ten year term.*

CARRIED.

12.3 Cheque Listing - May 2018
Marlene Lagoa, Deputy Municipal Clerk

- Councillor Mole commented on the payment to KPMG stating that she hopes to see the bill for auditing services decrease in the future.

2017-012

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Council approve recommendation 1 of report item, "Cheque Listing - May 2018" which states:

1. *THAT Council receive the District of Ucluelet's May 2018 Cheque Listing for information.*

CARRIED.

12.4 Grant to Non-Profits Leasing Office Space at 398 Matterson Drive

Barbara Millar, Manager of Finance

2017-013

It was moved by Councillor Mole and seconded by Councillor McEwen

THAT Council approve recommendation 1 of report item, "Grant to Non-Profits Leasing Office Space at 398 Matterson Drive" which states:

1. *THAT Council approve grants totaling \$8,091.03 to the following non-profit organizations leasing office space at 398 Matterson Drive: Wescoast Community Resources Centre - \$2,995.89; Nuu-Chah-Nulth Tribal Council - \$861.50; and Ucluelet Daycare Society - \$4,233.64.*

CARRIED.

12.5 Short-Term Rental Program Update
Brent Ashton, Bylaw Services Officer

Highlights from the discussion on the Short-term Rental (STR) Program include:

- Bruce Greig, Manager of Community Planning, clarified the process for property owners of bringing their STR into compliance, the business licence application process, and the follow-up site visits that are conducted on an as needed basis.
- Council expressed concern with how long it was taking some owners to get their property into compliance and obtain a business license.
- Council would like to see properties that are zoned for single family residential or monthly rentals return to long-term housing stock for the community, particularly if those property owners are taking a long time to apply for a business license.

2017-014

It was moved by Councillor Oliwa and seconded by Councillor Mole

THAT Council direct staff to prioritize bylaw enforcement efforts towards anything that could be available for long-term monthly rentals or single family residential when looking at short-term rentals.

CARRIED.

12.6 Ucluelet OCP – Housing Action Plan
Bruce Greg, Manager of Community Planning

- Bruce Greig, Manager of Community Planning, responded to Council's concern with using Census numbers.
- Staff do look at census numbers and are aware of the limitations - census numbers do not capture non-permanent residents and visitors.
- Mr. Greig clarified that there are no existing buildings on lands zoned VR-2.

2017-015

It was moved by Councillor Noel and seconded by Councillor McEwen

THAT Council approve recommendation 1 & 2 of report item, "Ucluelet OCP -

Housing Action Plan" which states:

1. *THAT Council provide feedback on the actions listed in the draft 2018 Housing Action Plan; and*
2. *THAT the District proceed with commissioning a Community Housing Needs Assessment to analyze the current and emerging housing needs, identify gaps in the spectrum of existing and planned housing supply, and assist in identifying housing priorities in Ucluelet.*

CARRIED.

**12.7 Development Permit Amendment For DP17-06 (1672 Cedar Road)
John Towgood, Planner 1**

2017-016

It was moved by Councillor Noel and seconded by Councillor McEwen

THAT Council approve recommendation 1 of report item, "Development Permit Amendment for DP17-06 (1672 Cedar Road)" which states:

1. *THAT Council approve the amendment of Development Permit DP17-06 to allow the changes to the building form as described in the staff report dated June 26, 2018.*

CARRIED.

13. LEGISLATION

**13.1 REPORT - Rezoning Application for the Development of Lot 1,
PLAN VIP85870 (620 Marine Drive) as Black Rock Staff Housing
Bruce Greig, Manager of Community Planning**

2017-017

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Council approve recommendations 1, 2, 3, 4 & 5 of legislation item, "Rezoning Application for the Development of Lot 1, Plan VIP85870 (620 Marine Drive) as Black Rock Staff Housing" which states:

1. *THAT Council adopt Zoning Amendment Bylaw No. 1224, 2018;*
2. *THAT Council adopt Housing Agreement Bylaw No. 1227, 2018;*
3. *THAT Council approve Development Permit DP18-01 for issuance;*
4. *THAT Council approve the discharge of restrictive covenant FB224322 from the title of Lot 1, District Lot 281, Clayoquot District Plan VIP85870; and,*
5. *THAT the District provide its executed copy of form C to enable registration of the easements, covenants and Section 219 restrictive covenant agreement on the title of the common property of Strata Plan VIS6690 in favour of Lot 1 (to enable access, parking and the installation of utilities), which are to be registered immediately following adoption of the rezoning bylaw.*

CARRIED.

13.2 BYLAW - Zoning Amendment Bylaw No. 1224, 2018

2017-018

It was moved by Councillor McEwen and seconded by Councillor Noel

THAT Zoning Amendment Bylaw No. 1224, 2018 be adopted.

CARRIED.

13.3 BYLAW - Ucluelet Housing Agreement Bylaw No. 1227, 2018

2017-019 **It was moved by Councillor Mole and seconded by Councillor Oliwa**
THAT Ucluelet Housing Agreement Bylaw No. 1227, 2018 be adopted.

CARRIED.

13.4 REPORT - Zoning Bylaw Amendment for Temporary Use Permits
Bruce Greig, Manager of Community Planning

2017-020 **It was moved by Councillor Oliwa and seconded by Councillor Noel**
THAT Council approve recommendation 1 of legislation item, "Zoning Bylaw Amendment for Temporary Use Permits" which states:
1. *THAT District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1234, 2018 be given first and second reading and advanced to a public hearing.*

CARRIED.

13.5 BYLAW - Zoning Bylaw Amendment Bylaw No. 1234, 2018

2017-021 **It was moved by Councillor Oliwa and seconded by Councillor McEwen**
THAT Zoning Amendment Bylaw 1234, 2018 be given First reading.

CARRIED.

2017-022 **It was moved by Councillor McEwen and seconded by Councillor Noel**
THAT Zoning Amendment Bylaw 1234, 2018 be given Second reading.

CARRIED.

14. OTHER BUSINESS

14.1 School District 70

- Councillor Oliwa shared that School District 70 Chair Pam Craig has submitted the capital plan for the schools and was hoping to have heard something back from the Province in support.

2017-023 **It was moved by Councillor Oliwa and seconded by Councillor Mole**
THAT Councillor Oliwa work with staff to draft a letter to the Minister of Education in support of capital projects and seismic upgrading for the local schools.

CARRIED.

14.2 Candidate Information Session

- Councillor McEwen thanked staff for hosting the Candidate Information Session prior to the evening's Council meeting.

14.3 UBCM Meetings

- Councillor Mole asked when the District will be submitting

requests to meet with Ministers at UBCM.

15. QUESTION PERIOD

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

16. ADJOURNMENT

16.1 Mayor St. Jacques adjourned the meeting at 8:57 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, June 26, 2018 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques
Mayor



Mark Boysen
CAO