

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, February 12, 2019 at 2:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Mark Boysen, Chief Administrative Officer
 Marlene Lagoa, Manager of Corporate Services
 Abigail Fortune, Manager of Parks and Recreation
 Bruce Greig, Manager of Community Planning
 John Towgood, Planner 1
Regrets: Donna Monteith, Director of Finance

1. CALL TO ORDER

1.1 Mayor Noël called the meeting to order at 2:31 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

2.1 Council acknowledged the YuułuꞀiꞀꞀath 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 February 12, 2019 Regular Agenda

2017-001 **It was moved by Councillor McEwen and seconded by Councillor Cole**
 THAT Council approve the February 12, 2019 Regular Agenda as presented.
 CARRIED.

5. ADOPTION OF MINUTES

5.1 January 22, 2019 Regular Minutes

2017-002 **It was moved by Councillor McEwen and seconded by Councillor Kemps**
 THAT Council approve the January 22, 2019 Regular Minutes as presented.
 CARRIED.

5.2 January 22, 2019 Special Minutes

2017-003 **It was moved by Councillor Hoar and seconded by Councillor Cole**
 THAT Council approve the January 22, 2019 Special Minutes as presented.
 CARRIED.

6. UNFINISHED BUSINESS

6.1 Ministry of Citizens' Services Reply Letter, Re: Hwy 4 Cellular Connectivity Howard Randell, Executive Director

- Mayor Noël shared that an AVICC resolution regarding lack of cellular connection - not just on highway but throughout the ACRD region - will be coming before the ACRD Board.

6.2 AVICC - 2nd Call for Resolutions and Nominations The Association of Vancouver Island and Coastal Communities

- CAO Mark Boysen confirmed that he submitted the District's late 2018 UBCM resolution to modernize the 1% utility tax to AVICC.
- Councillors Cole and Kemps, and Mayor Noël wish to attend the AVICC conference in April in Powell River.

2017-004

It was moved by Councillor Cole and seconded by Councillor Kemps

THAT Council authorize Mayor Noël and Councillors Cole and Kemps to attend the 2019 AVICC Convention in Powell River.

CARRIED.

7. MAYOR'S ANNOUNCEMENTS

- ### 7.1
- **Backroad clean-up is this Saturday at 11:00 AM; the meeting point is the Visitors Centre.**
 - **Next budget meeting is February 20, 2019 at 1:00 PM.**

8. PUBLIC INPUT, DELEGATIONS & PETITIONS

8.1 Public Input

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

8.2 Delegations

**Doug Cole, Weyerhaeuser
Re: Update on Oceanwest Master Planning Activities**

Doug Cole from Weyerhaeuser presented an updated masterplan for a portion of the lands formerly known as Wyndansea, highlights included:

- Old plan for 340 acres of land was from 14 years ago.
- Part of the former Wyndansea land was sold in 2006 to another developer and is now owned by the Onni Group.
- New masterplan is for the remaining 177 acres of land.
- Has been working with staff to achieve some of the same

density but create more open space and trail north of Odyssey lane.

- After engaging hotel developers and assessing needs, new plan is down to 2 hotel sites and 200 units maximum.
- Added some service industrial land as an expansion of Forbes Road.
- Took 2 multi-family sites and separated them into individual sites.
- A plan will be coming forward to Council for the extension of Forbes Road Phase 5 with 32 lots.
- We created smaller building lots with less family homes overall, while they don't qualify as affordable, the lots themselves are attainable because of size.
- Looking at how we can protect trail and dedicate that land for the community's use.
- They are in the process of working on setbacks and covenants to protect streams.
- The original plan included an affordable housing covenant on Lot 13. They are working with developers but have not had success. One option may be to donate the land to make something happen and take the pressure off developer to build.
- In the process of updating an archeological survey for the rest of the land.
- Assured Council that Wild Pacific Trail will have access to the new section of trail.

9. CORRESPONDENCE

9.1 ACRD Application to the UBCM Childcare Planning Project Marci DeWitt, Consulting Services

Marci Dewitt provided additional background to Council on the ACRD's application to the UBCM Childcare Planning Project for funding, highlights included:

- Study will look at the availability and needs of family for childcare spaces in Ucluelet, Tofino and the rest of the ACRD as well.
- Childcare services are very inter-connected in the region.
- Developing an action plan based on consultation with all stakeholder groups and then developing a regional action plan and linking that need with opportunities in the region for training and space development.
- Funds will be distributed this spring, inventory to be completed right away, consultation before summer, and with an action plan done by winter

2017-005

It was moved by Councillor McEwen and seconded by Councillor Hoar

That Council for the District of Ucluelet support the Alberni-Clayoquot Regional District's application to the UBCM Community Child Care Planning Program for funding to undertake child care planning activities and develop a community child care space creation action plan for ACRD region communities; and further that the ACRD, as the primary applicant, be authorized to apply for, receive and manage grant funding on the District of Ucluelet's behalf.

CARRIED.

**9.2 Parks Canada User Fees Consultation Invitation
Pacific Rim National Park Reserve**

- Noted deadline is February 15th for comments.

**9.3 Letter of Support Request
Thornton Creek Enhancement Society**

- Dave Hurwitz, Thornton Creek Enhancement Society, addressed Council's questions about the society's operations and annual budget.
- Council discussed options for raising funds to support the Society including collecting a small fee from Small Craft Harbour users.

2017-006

It was moved by Councillor Kempf and seconded by Councillor Cole

THAT Council write a letter of support for the Thornton Creek Enhancement Society's grant application to the Pacific Salmon Foundation to repair two salmon raceways.

CARRIED.

2017-007

It was moved by Mayor Noël and seconded by Councillor Cole

THAT Council bring back the topic of adding a line item to Small Craft Harbour users to support the Thornton Creek Hatchery Society to budget discussion on February 20.

CARRIED.

**9.4 Lease Agreement Request
Ucluelet and Area Childcare Society**

2017-008

It was moved by Mayor Noël and seconded by Councillor McEwen

THAT Council refer the lease agreement request from the Ucluelet and Area Childcare Society to budget discussion on February 20.

CARRIED.

10. INFORMATION ITEMS

**10.1 Hwy 4 - Kennedy Hill Traffic Interruptions Schedule
Emil Anderson Construction (EAC) Inc.**

**10.2 Planned Power Outage - Tofino, Ucluelet & Surround Communities
BC Hydro**

- Mayor Noël noted there would be no power in town on March 3, 2019 from 9 am to 5 pm.

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Rachelle Cole *Deputy Mayor October - December 2019*

Clayoquot Biosphere Trust Society

- Attended February 12th meeting as an alternate for Geoff Lyons.
- Attending the Community Foundations Conference as a representative from June 6-8 in Victoria.

Ucluelet Emergency Network

- Attended January 30 de-brief meeting of December storm.

Zero Waste Summit

- Attended summit on February 8, 2019.
- Representation from US cities in Portland and San Francisco.
- Goal is to reach zero fatalities on the roadways.
- Does not apply as much to us in rural communities.
- If you take the lessons down to a rural setting it is things like pathways, trails, boulevards and green spaces between sidewalks and roads.

Surf-related Injury Prevention Workshop

- Attended January 31 session in Tofino for first responders.

Code Hack

- Will be applying to participate in Island Health's 24-hour Code Hack event on March 9-10, 2019.

Coastal Family Resource Coalition

- Attended February 6 meeting.

Mental Health – PHSA and BC Ambulance Services

- Reported that by March 31st all first responders will have mental health training in the province including in Ucluelet.

- 11.2 Councillor Marilyn McEwen
Deputy Mayor November 2018 - March 2019

Harbour Advisory Commission

- Attended the January 23 meeting.
- New contact at DFO is Spencer Wright who attended the HAABC conference here.
- Floathouse lease was renewed for 3 years.
- Discussed updating harbour brochure and committee Terms of Reference.
- Harbour Master reported that flashing green lights on new boat basins will be changed to yellow to not disturb residents at Water's Edge.

Island Health Group Meeting

- Attended January 25th meeting with Island Health staff on building a medical facility here.

Surf-related Injury Prevention Workshop

- Attended January 31 session in Tofino.
- At the end of the workshop there was a lot of good will about developing an advocacy group to carry it forward and for future workshops.

Tour of District Assets

- Attended the Tour of District Assets on February 8.

HAABC Conference

- Attending HAABC Conference taking place at UCC.

- 11.3 Councillor Lara Kemps
Deputy Mayor April - June 2019

There were no committee reports from Councillor Kemps.

- 11.4 Councillor Jennifer Hoar
Deputy Mayor July - September 2019

Wild Pacific Trail Society

- Spring Cove Trail is still being worked on until further notice.

- 11.5 Mayor Mayco Noël

Alberni-Clayoquot Regional District Board

- ACRD is going to pay for half of Mayor Noël's expenses to FCM Convention along with another rep from ACRD. CAO Mark Boysen will also be attending the convention.
- Wood stove exchange program is popular in Port Alberni and is available to our region but we don't take advantage of it.

Island Health Group Meeting

- Attended January 25th meeting.
- Attended January 31 session in Tofino.
- Suggested future partnership with Tourism Ucluelet.

Parks Canada

- Had a meeting with Superintendent Karen Haugen.
- Park is looking to go from a level 3 to a level 4 park with year-round instead of seasonal operations.
- Construction of the multi-use trail begins April 1 with construction to take 3 years.

HAABC Conference

- Attended the HAABC Conference.
- Met with the new DFO representatives and they are very approached. We should reach out to them about developing a long-term plan for the harbour.

12. REPORTS

12.1 Transfer of Liquor Licence Location - Archipelago Cruises *John Towgood, Planner 1*

Bruce Greig, Manager of Community Planning, presented Archipelago Cruises' application to transfer their liquor licence from 1634 Cedar Road to 1943 Peninsula Road, highlight included:

- Liquor is served on the boat as part of a picnic on a wildlife cruise.
- Currently there is adequate parking.
- Noted that parking associated with any future development on the site will have to factor all uses, including the marina.
- Notification was distributed in the Westerly News and on the website.
- Noted that Council should provide opportunity for the public to share their views in the meeting.

Mayor called for any public input on the application.

- No members of the public wished to speak.

2017-009

It was moved by Councillor Kemps and seconded by Councillor Cole

THAT Council approve recommendation 1 of report item, "Transfer of Liquor Licence Location - Archipelago Cruises" which states:

1. *THAT Council, after having considered the opinion of the community's residents and business operators as determined by notifications in the Westerly newspaper and on the District website, endorse the transfer of liquor licence for 466 442 BC LTD, Archipelago Cruises, from its current docking location at 1634 Cedar Road to its new location at 1943 Peninsula Road.*

CARRIED.

12.2 EOC Training - UBCM Grant Application

Mark Boysen, Chief Administrative Officer

- CAO Mark Boysen presented on the benefits the UBCM EOC training funds that were received in 2018 and an overview of the 2019 proposal.
- The District has used Holistic Emergency Preparedness and Response as the training contractor. Staff and the Fire Department think the contractor is well-qualified.

2017-010

It was moved by Councillor Cole and seconded by Councillor McEwen

THAT Council approve recommendation 1 & 2 of report item, "EOC Training - UBCM Grant Application" which states:

1. *THAT Council support Staff in the application for a 2019 Emergency Operation Centre (EOC) Development Project grant affiliated with the Community Emergency Preparedness Fund (CEPF).*
2. *THAT Council authorize the award of a sole source contract for the grant submission.*

CARRIED.

12.3 Fire Service Agreement with Yuułu?it?atḥ Government

Mark Boysen, Chief Administrative Officer

Mayor Noël provided background on the District's fire services agreement with Ucluelet First Nation, highlights included:

- It has been in the works for awhile.
- It is a fantastic start at helping our neighbours.
- It will be a work in progress and there is opportunity to revisit the agreement in the future.
- Would like to celebrate the new agreement in March.

Captain Anderson responded to Council's question – the agreement is for fire structure only and does not include first responder calls.

2017-011

It was moved by Councillor McEwen and seconded by Councillor Kemps
THAT Council approve recommendation 1 of report item, "Fire Service Agreement with Yuulu?it?ath Government" which states:

1. *THAT Council approve a new Fire Protection Services Agreement for Yuulu?it?ath Government at a cost of \$5,000 annually for a period of 2 years.*

CARRIED.

12.4 Pacific Rim Visitors Centre Agreement with Parks Canada
Mark Boysen, Chief Administrative Officer

Council discussion highlights included:

- Concerned with how much risk is placed upon the District for insurance and access.
- Nervous about locking in to something for 10 years.
- Operational requirements have changed from previous agreements - it is alleviating two parties to agree who is going to do the cleaning that will set everyone up for disappointment.
- Last 4 years there has been disappointment with Parks Canada not keeping up the building and gardening.
- The building is littered with rodents right now and Parks have not done anything to date to address it.

CAO Mark Boysen noted that it is a unique agreement and hard to resolve issues, other highlights included:

- We want to look at way the junction works as it is our property.
- Will look to reduce the term to 5 years or more.
- There are hydro issues still to resolved.
- Another option is to bring Parks staff in to speak with Council.

2017-012

It was moved by Councillor Kemps and seconded by Councillor Hoar

THAT Council direct Staff to bring back an updated 2019 agreement between the District of Ucluelet and Parks Canada regarding the Pacific Rim Visitor Centre.

CARRIED.

12.5 Cheque Listing - January 2019
Marlene Lagoa, Manager of Corporate Services

Council questions and comments included:

- Pitney Works – would like to watch the cost of postage and see the District going green.
- BC Hydro – would like an update from Staff on LED lighting opportunities.
- ACRD – payment is for fire truck loan.

12.6 Video Recording of Council Meetings

Marlene Lagoa, Manager of Corporate Services

Councillor McEwen excused herself from the meeting due to her media business at 3:54 PM.

Council discussion highlights included:

- Concern with videos being available forever and picked apart for malicious purposes.
- Webcasting of Council meetings is the way forward as it is with the times.
- Whether webcasting will help Council reach a larger audience.
- When Council meetings are being recorded it can change the dynamics of the meeting.
- Webcasting is an exercise in government being open and transparent.
- Potential issues may arise when there is a major development being considered.
- While it would be easier not to webcast, doing so is the right thing to engage more community members.

2017-013

It was moved by Councillor Cole and seconded by Councillor Hoar

THAT Council approve recommendation 1 of report item, "Video Recording of Council Meetings" which states:

1. *THAT Council approve \$2000 in the 2019 budget for a camera to record and stream council meetings on YouTube.*

CARRIED.

Councillor McEwen returned to the meeting at 4:08 PM.

**12.7 Covenant Modification
John Towgood, Planner 1**

Bruce Greig, Manager of Community Planning, presented the application for covenant modification for 738 Odyssey Lane.

- Confirmed neighbours were contacted and were okay with the changes.

2017-014

It was moved by Councillor Cole and seconded by Councillor Hoar

THAT Council approve recommendation 1 of report item, "Covenant Modification" which states:

1. *THAT Council:*
 - a. *approve the proposed modification to Covenant FB154854 for 736 Odyssey Lane, by reducing the greenspace setback requirement as per the terms and drawings within the body of this report; and*
 - b. *direct that the Corporate Officer be authorized to execute the covenant modification documents for registration at the Land Title Office.*

CARRIED.

13. LEGISLATION

13.1 Terms of Reference for Advisory Committees of Council *Mark Boysen, Chief Administrative Officer*

CAO Mark Boysen presented the draft Terms of Reference for Council's consideration for adoption, highlights included:

- Goal of the new Terms of Reference is to provide a consistent format.
- Renaming the commissions to advisory committees.
- Council member would Chair the meeting and provide more formality for the meetings.
- Plan is to move forward with posting for new members this year.

Council discussion ensued, highlights included:

- Recommend moving it to 5 members - concern with 7 members and getting those spots filled. In the past there have been up to 9 members, and it was hard to get people.
- Add wording for one youth representative, mandatory or encouraged, for Parks and Recreation.
- Suggestion to reach out to the school or youth program at UCC once a year to get youth input.
- Interest in making term 2 years to avoid new appointments each year and to carry over the committees after a new Council is elected.
- Posting for committee members should be in the spring time to coincide with postings for representatives to the Barkley Community Forest Board.
- Mayor Noël asked that the item be brought back as unfinished business for the next meeting.

14. OTHER BUSINESS

14.1 Short-term Rentals

- **Councillor Kemps asked if staff will be bringing forward an update on the compliance and non-compliance with short-term rentals.**

Family Fun Run

- **Family Fun Run on the Wild Pacific Trail route is happening Monday, February 18, 2019.**

Marine Drive Update

- **Mayor Noël asked for an update on the Marine Drive path. Residents want to know what is being planned, such as location of crosswalk.**

- CAO Boysen responded that work is being done right now. Once area is cleared off there is drainage work that needs to be done. Project will be moving forward in a couple of weeks with completion several months away.

Business Walks

- Mayor Noël will be arranging Business Walks with the rest of Council and the Chamber.

15. QUESTION PERIOD

- 15.1 B. Schramm**, on behalf of Wild Pacific Trail society, liked hearing the plans for Weyerhaeuser lands and the support of the trail.

N. O'Malley, asked if the Ucluelet First Nation Fire Agreement includes Port Albion. Mayor Noël responded that the Millstream ACRD area already has a pre-existing fire services contract.

16. CLOSED SESSION

16.1 Procedural Motion to Move In-Camera

2017-015

It was moved by Mayor Noël and seconded by Councillor McEwen

THAT the meeting be closed to the public in order to address agenda items under Sections 90(1)(i) and 90(1)(l) of the Community Charter.

CARRIED.

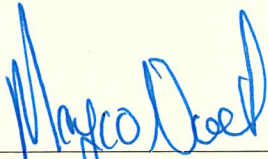
- 16.2 Mayor Noël suspended the regular meeting at 4:28 PM and moved in-camera at 4:38 PM.**

- 16.3 Mayor Noël adjourned the in-camera meeting at 5:17 PM and resumed the open meeting.**


17. ADJOURNMENT

- 17.1 Mayor Noël adjourned the meeting at 5:17 PM.**

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, February 12, 2019 at 2:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO

