

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, May 14, 2019 at 2:30 PM**

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

Regrets:

**1. CALL TO ORDER**

**1.1 Mayor Noël called the meeting to order at 2:30 PM.**

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

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

**3. ADDITIONS TO AGENDA**

**3.1 Addition of Agenda Item No. 16. Closed Session**

**Procedural Motion to Move In-Camera:**

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

**4. APPROVAL OF AGENDA**

**4.1 May 14, 2019 Regular Agenda**

2017-001           **It was moved by Councillor McEwen and seconded by Councillor Kemps**  
***THAT Council approve the May 14, 2019 Regular Agenda as amended.***

**CARRIED.**

**5. ADOPTION OF MINUTES**

**5.1 April 9, 2019 Regular Minutes**

2017-002           **It was moved by Councillor McEwen and seconded by Councillor Kemps**

*THAT Council approve the April 9, 2019 Regular Minutes as presented.*

CARRIED.

**5.2 April 30, 2019 Public Hearing Minutes**

2017-003

**It was moved by Councillor McEwen and seconded by Councillor Kemps**  
*THAT Council approve the April 30, 2019 Public Hearing Minutes as presented.*

CARRIED.

**6. UNFINISHED BUSINESS**

**6.1 There was no unfinished business.**

**7. MAYOR'S ANNOUNCEMENTS**

**7.1 Congratulated Yuułu?iŋ?atŋ Government on their recent elections.**

**8. PUBLIC INPUT, DELEGATIONS & PETITIONS**

**8.1 Public Input**

**J. Gray, wished to speak. Mayor Noël stated that no additional information can be received for items that were the subject of a public hearing.**

**8.2 Delegations**

**D.C. Mark Fortune, Ucluelet Volunteer Fire Brigade  
Re: Fire Chief**

- Welcomed new Chief Rick Geddes to the new full-time role with the District.
- Thanked retiring Chief Ted Eeftink for his 35 years with the fire brigade and for his 11 years as Fire Chief.
- Thanked Captain Alan Anderson who served as a part-time contractor during the recent department transition.

**Cpt. Alan Anderson, Ucluelet Emergency Program  
Re: High Ground Hike**

- Invited the community to participate in the Ucluelet Emergency Program's High Ground Hike happening Thursday, May 16, 2019 at 12:30 PM.
- Participants will include Grades 3 to 8 and EMBC will be in attendance.
- Student assignment will be to prepare a home preparedness plan.

## **Shaye Draper, Telus**

### **Re: Telus Services for the District of Ucluelet**

- Shaye Draper, General Manager, and Ben Bajaj, Director of Local Government Relations, gave a PowerPoint presentation to Council. Highlights included:
  - Busy moving customers from copper network to PureFibre since 2013.
  - Ucluelet was early in the program with the build completed in two months by June 2016.
  - There are 1,300 Telus customers in Ucluelet.
  - There are a number of Telus technicians that live in the community.
  - Cost of installing cellular services along Highway 4 would be very expensive.
  - Telus has partnered with different levels of government to invest in infrastructure (e.g. Taylor River Rest Stop).
  - Provided an overview of the Babylon by Telus Health App. Other App options are baby care and seniors protection.
  - The Babylon App has a smart interactive symptom tracker and allows you to book slots for virtual appointments with a doctor and get prescriptions and referrals.
  - The service is fully covered under the medical services plan and being delivered in partnership with Health BC.
  
- Council comments and questions included:
  - Is the connect BC program just in British Columbia? Mr. Draper, responded yes, most of the decisions were made by the government in terms of priority. It is Network BC who is influencing the decisions on that program.
  - Taylor River Rest Stop has Wi-Fi, can we have Wi-Fi at Kennedy Lake during road construction? The Province said they had talked to Telus and there was really no cost associated with it. Kennedy Lake is going to have a large rest area so we would like it to be a priority area now. Is there a possibility of having wireless for the travelling public there? Mr. Draper said he will come back and follow-up on this request. There has been nothing confirmed. He will take it away and they will re-engage and re-initiate the conversation.

- There was some communication months ago about emergency phones throughout Highway 4. Was that brought to you as well? Mr. Draper, I have not been personally engaged in the discussion. We generally have not had examples where we install or implement them. It is also costly and there are other solutions. If you have someone that wants to connect with Telus we can have a conversation.
  - What are some of the other examples you would use other than an emergency? Mr. Draper noted the Taylor River Rest Stop had fibre that ran out there and put in a small cell that gives you that capability. It is more costly than an emergency phone but it is a more robust solution.
- Shaye Draper suggested that the District recommend key areas for connectivity due to safety reasons.
  - Mayor Noël invited the public to ask questions.
    - C. Scott, recommended areas for connectivity are the top of Sutton Pass, rest area at end of Kennedy River where it runs into Kennedy Lake and there is a picnic spot, and the top of Kennedy Lake Hill.
    - R. Oliwa, what was the cost of the Taylor River install? Mr. Draper, said it was completed through a partnership and he does not have that information on hand.
    - J. Gray, said that if only one spot is available she would pick the rest stop that is at Kennedy River right before the four lanes.

## 9. CORRESPONDENCE

### 9.1 Invitation to the Ucluelet Secondary School Commencement Ceremony Ucluelet Secondary School

- Mayor Noël noted he will attend the ceremony.

### 9.2 Invitation to the Cultural Heritage Festival Ceremony Pacific Rim Arts Society

### 9.3 Affordable Housing Funding Options Ministry of Municipal Affairs & Housing

2017-004            **It was moved by Councillor McEwen and seconded by Councillor Hoar**  
*THAT a link to the BC Housing website on housing partners funding opportunities be put on the District website.*

CARRIED.

## 10. INFORMATION ITEMS

### 10.1 Hwy 4 Kennedy Hill Safety Improvements Traffic Interruptions Update

Emil Anderson Construction (EAC) Inc.

### 10.2 Recycle Right at Home

Alberni-Clayoquot Regional District

2017-005

It was moved by Councillor McEwen and seconded by Councillor Hoar  
*THAT a link to the Recycle Right at Home videos series be posted on the District website.*

CARRIED.

### 10.3 Upcoming Service Canada Visit

Service Canada/Government of Canada

## 11. COUNCIL COMMITTEE REPORTS

### 11.1 Councillor Rachelle Cole

*Deputy Mayor October - December 2019*

### 11.2 Councillor Marilyn McEwen

*Deputy Mayor November 2018 - March 2019*

- **April 24 had the Grade 2/3 classes come in to meet with Council and ask some tough questions. The amenity the students wanted to see was an ice area.**
- **April 26 met with all the non-profit groups.**

### 11.3 Councillor Lara Kemps

*Deputy Mayor April - June 2019*

### 11.4 Councillor Jennifer Hoar

*Deputy Mayor July - September 2019*

- **Attended the Wild Pacific Trail Society meeting and there are a few updates:**
  - **Broom Bust on May 26 at 11 AM. Cut it while it is in bloom.**
  - **AGM on May 26 at 3 PM at the Ucluelet Community Centre and open to everyone.**
  - **20th Anniversary on September 28.**
- **Attended Aquarium Society meeting.**

- **World Oceans Day is June 8th.**
- **The octopus and several rock fish will be released.**
- **There will be a plastic free market on June 8th.**
- **Received a grant to put in a public access water fountain.**

11.5 Mayor Mayco Noël

- **Reported on the Societies Meeting and noted he is happy with the way they are engaging with each other and that we are all getting the same messages.**
- **Tourism Ucluelet had its strategic planning last week.**
- **Tourism Minister Lisa Beare visited Ucluelet to report out on RMI projects.**
- **Grade 2/3 class visit was fantastic and looking forward to more youth engagement.**

**12. REPORTS**

**12.1 Cheque Listing - April 2019**

***Marlene Lagoa, Manager of Corporate Services***

**12.2 Quarterly Projects Update - 1st Quarter 2019**

***Mark Boysen, Chief Administrative Officer***

- **Mark Boysen, CAO, presented the quarterly projects report, highlights included:**
  - Updated format for 2019.
  - Now includes funding sources.
  - Projects will stay on the list even after they've been completed.
- **Council would like to see celebration of projects when they come to completion.**

**12.3 Road Closure - Cultural Heritage Fair**

***Abby Fortune, Manager of Parks & Recreation***

2017-006

**It was moved by Councillor Hoar and seconded by Councillor McEwen**

***THAT Council approve recommendation 1 of report item, "Road Closure - Cultural Heritage Fair" which states:***

1. ***THAT Council approve the road closure in front of Fraser Lane (in front of the Village Green) from 10:00 am – 4:00 pm on Sunday, May 26, 2019 for the Culture Heritage Fair – Taiko Drummers Performance.***

**CARRIED.**

**12.4 Temporary Use Permit for Employee Housing - UHS**

**Bruce Greig, Manager of Community Planning**

- Bruce Greig, Manager of Community Planning, presented the Ucluelet Harbour Seafood (UHS) application for up to 25 employee housing units on a temporary basis for up to 3 years. Highlights included:
  - UHS want to have the application in order to attract staff especially during the busy season.
  - If Council wants to move it forward, staff would bring it back for Council's consideration as an acceptable use, subject to public comment.
  - Note on the application that it would be subject to bylaw inspection.
  - We could stipulate quiet hours on the permit as well.
- Council comments and questions included:
  - Will UHS buy the recreation vehicles? Mr. Greig responded, yes, they are purchasing and managing these.
  - Will the employee housing be year-round? Mr. Greig noted they do shut down typically. This is a seasonal need for UHS.
  - Noted the site plan in the application only shows 20 RVs and does not see room for 5 more. Staff noted they are trying to get more information from the applicant.
  - Is the landowner aware of what UHS wants to do with the land? Yes, we require the owner to authorize development applications.
  - Mayor and CAO met with the applicant and encouraged him to apply for a TUP for his employee housing needs.
  - It is a good idea to add a condition of noise and permits.

2017-007

**It was moved by Councillor McEwen and seconded by Councillor Hoar**

*THAT Council approve recommendation 1 of report item, "Temporary Use Permit for Employee Housing - UHS" which states:*

1. *THAT Council direct staff to give notice of Council's intent to consider issuing a Temporary Use Permit for seasonal employee housing in up to 25 RV's on the property at 1970 Harbour Crescent, subject to receipt of more detailed plans showing:*
  - a. *Detailed, dimensioned site layout clearly showing fire access lane and areas for vehicle parking, bicycle parking, garbage and recycling, screening along the south side, and amenity spaces (e.g., picnic table, recreation area, etc.);*
  - b. *Engineer or Registered Onsite Wastewater Practitioner report for proposal to collect and pump wastewater, to Island Health standards;*
  - c. *Engineer's plans confirming adequate services (water, power);*  
*and,*

d. *Confirming dates of seasonal operation.*

CARRIED.

**12.5 Temporary Use Permit Housing - 651 Rainforest Drive**  
***Bruce Greig, Manager of Community Planning***

- Bruce Greig, Manager of Community Planning, presented the application for a TUP to allow two RVs at 651 Rainforest Drive for seasonal renters.
- Council comments included:
  - Noted they were comfortable knowing that Mr. Harkin will be resident caretaker to manage the site.
  - Appreciate that he is going through the process to apply for a temporary use permit.
  - District should look at water metering as there are more commercial uses in residential areas.

2017-008

**It was moved by Councillor Hoar and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of report item, "Temporary Use Permit for Housing - 651 Rainforest Drive" which states:*

1. *THAT Council direct staff to give notice of Council's intent to consider issuing a Temporary Use Permit for seasonal accommodation for up to 2 RV / Trailers spaces on the property at 651 Rainforest Drive.*

CARRIED.

**12.6 Temporary Use Permit for Staff Housing - 1992 Peninsula Road**  
***Bruce Greig, Manager of Community Planning***

- Bruce Greig, Manager of Community Planning, presented Howler's Restaurant application for a TUP to allow one RV for seasonal employee housing. Highlights included:
  - The RV has been parked there for some time and the permit would bring it into conformance.
  - There is no water or sewer hook-ups to the RV. The employee would use the washroom facilities at the Howler's Restaurant and the West Coast Motel.

2017-009

**It was moved by Councillor Kemp and seconded by Councillor Hoar**

*THAT Council approve recommendation 1 of report item, "Temporary Use Permit for Staff Housing - 1992 Peninsula Road" which states:*

1. *THAT Council direct staff to give notice of Council's intent to consider issuing a Temporary Use Permit for seasonal accommodation for up to 1 Trailer space on the property at 1992 Peninsula Road.*

CARRIED.

**13. LEGISLATION**

**13.1 Zoning Bylaw Amendment (VR-2) - 3rd Reading**



**Marlene Lagoa, Manager of Corporate Services**

- Council comments included:
  - This is an important bylaw for Council to pass to cleanup VR-2 zoning so it does not allow 100% vacation rental use of a home.

2017-010

**It was moved by Councillor McEwen and seconded by Councillor Hoar**  
*THAT Council approve recommendation 1 of legislation item, "Zoning Bylaw Amendment (VR-2) - 3rd Reading" which states:*

1. *THAT the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1241, 2019" be given third reading.*

CARRIED.

**13.2 Zoning Bylaw Amendment (506 Marine Drive) - 3rd Reading**  
**Marlene Lagoa, Manager of Corporate Services**

- Council comments included:
  - We know there is an equal number of people in favour and opposed, but feels the location is perfect for VR-2.
  - The decision should not be directly based on the application but looking 20 years into the future. At this time does not agree with VR-2 or at least not until the updated OCP is adopted.
  - The decision has nothing to do with the applicant and everything to do with rezoning a residential property site.
  - Likes the option of the applicant potentially applying for a TUP.
  - Does not believe there will be complaints from neighbours due to the owner being on-site to manage the rental.
  - It is a struggle looking at how to support the applicant and the District's land use. On one hand people say the neighbourhood is well-suited for the use. The concern is that other neighbours will apply, and the vacation rental use will continue down the street and into other neighbourhoods. When you walk down Marine Drive now there is a sense of community along that road.
  - Noted that Council made a stance against rezoning to allow vacation rentals with the recent application from properties located on Odyssey Lane.

2017-011

**It was moved by Councillor McEwen and seconded by Councillor Kemps**  
*THAT Council approve recommendation 1 of legislation item, "Zoning Bylaw Amendment (506 Marine Drive) - 3rd Reading" which states:*

1. *THAT the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1242, 2019" be given third reading.*

DEFEATED.

### 13.3 Single-Use Plastics Bylaw - 3rd Reading *Marlene Lagoa, Manager of Corporate Services*

- Marlene Lagoa, Manager of Corporate Services, provided an overview of the bylaw and noted:
  - The draft bylaw is also being considered by Tofino.
  - Noted that the public should be given an opportunity to provide feedback to Council on the bylaw.
  
- Veronika Sanchez, Surfrider Pacific Rim, shared the following:
  - The group received questions and suggestions from businesses and there is interest in expanding the bylaw.
  - Did receive a question about use of wholesale plastic bags. This would be a double-use disposable bag. We trust businesses to collect those plastics from wholesalers and return it to the depot for recycling. There is a concern that customers would not do the same.
  - Other concern is bubble tea and plastic straws. We recognize it is harder to find an alternative, so we are going to work with that business to find a better solution.
  - Montreal is eliminating single-use plastics, EU is eliminating all single-use plastics by 2025. There are several costal states and countries that are eliminating single-use plastics as it is the only way to keep the community clean.
  - Highly encouraged Council to support the bylaw.
  - If people are having a difficult time finding alternatives, Surfrider is available to help.

J. Bekker, asked if the District is going to address single-use foam products like the one used by the CO-OP meat department. Veronika, Surfrider Pacific Rim, said she knows that up until now they have not found a way to recycle it. They are actively testing out different types of materials and they are trying to work with Far West Foods to find something that is compostable or recyclable.

P. Timmermans, can balloons be included? They become plastic trash at Big Beach after a birthday party.

2017-012

**It was moved by Councillor Hoar and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of legislation item, "Single-Use Plastics Bylaw - 3rd Reading" which states:*

1. *THAT the "District of Ucluelet Single-use Plastic Regulation Bylaw No. 1247, 2019" be given third reading.*

CARRIED.

### 13.4 Zoning Amendment, Housing Agreement & DVP (354 Forbes Road)

**Marlene Lagoa, Manager of Corporate Services**

- Bruce Greig, Manager of Community Planning, noted there could be a lag between third reading and adoption of the bylaw as there are some requirements concerning the construction and renovation of the building prior to receiving occupancy.

2017-013

**It was moved by Councillor Cole and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of legislation item, "Zoning Amendment, Housing Agreement & DVP (354 Forbes Road)" which states:*

1. *THAT Council, with regard to the proposal to renovate the building on Lot 17, District Lot 281, Clayoquot District, Plan VIP76147 (354 Forbes Road) and request for zoning amendments to permit commercial tourist accommodation on the property:*
  - a. *give third reading to the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1248, 2019";*
  - b. *give third reading to the "Ucluelet Housing Agreement Bylaw No. 1249, 2019"; and*
  - c. *issue Development Variance Permit DVP19-03 to vary the following aspects of the Eco-Industrial Park (CD-1) zoning regulations for the existing building:*
    - i. *reduce the side yard setback per CD-1.6.1(3) on the south side from a minimum of 5m to 1.22m;*
    - ii. *reduce the rear yard setback per CD-1.6.1(3) from a minimum of 6m to 4.05m;*
    - iii. *reduce the parking setback per 503.2(1) from a minimum of 3m to 1.5m, subject to the owner installing the proposed landscaped screening within the reduced setback area;*
    - iv. *increase the permitted building height per CD-1.5.1(4) from a maximum of 12m to 12.95m; and,*
    - v. *waive the requirement per 602.1(1) for screening of waste and recycling bins, located at the rear of the building;*

CARRIED.

**14. OTHER BUSINESS**

**14.1 There was no other business.**

**15. QUESTION PERIOD**

**15.1 G. Kaczmar, shared he once asked for permission to use excavating equipment to remove Scotch Broom from the District property behind his property on Forbes Road. He tried to hydroseed his property and the District Lot but it came back stronger.**

- **Councillor Hoar recommended that Scotch Broom be cut as**

close to the base as possible and when it is in bloom.

**P. Timmermans**, asked about the District's status on dealing with Japanese Knotweed. Ms. Fortune, shared the District is now on the third year of eradicating Japanese Knotweed at Big Beach and Alder Park. There were bits and pieces coming up on the Wild Pacific Trail and Lighthouse property that have been dealt with. Mr. Timmermans noted there are more locations in town, by Pacific Rim Motel, Barry's Drug Mart, and by the Japanese Boat Basin.

**R. Oliwa**, shared the following comments and questions:

- There has been an RV sitting on Rupert Road for a long time.
- There seems to have been a shift on bylaw enforcement with some positive and proactive enforcement with the boarding houses.
  - Mr. Boysen, responded that there are a range of steps that must be taken during bylaw enforcement. Mr. Greig, added that it comes down to health and safety, quality of life, and neighbour complaints. Also that bylaw complaints take some time to deal with.
- Port Alberni has switched from complaint driven to active bylaw enforcement and would like to see the District do the same.
  - Mr. Boysen, responded that the District has taken a pro-active step in bylaw enforcement with the Host Compliance software on nightly rentals.
- Asked if Council was planning on ramping up the seasonal bylaw enforcement through the Bylaw Ambassador position.
  - Mr. Boysen confirmed that a seasonal bylaw ambassador will be hired.
- Concerned with the commercialization of residential neighbourhoods.
- Thanked council for the decision they made today, knows it was not easy.

## 16. CLOSED SESSION

### 16.1 Procedural Motion to Move In-Camera

2017-014

It was moved by Councillor Hoar and seconded by Councillor McEwen  
*THAT the meeting be closed to the public in order to address agenda items under Section 90 (1)(g) and 90 (1)(i) of the Community Charter.*

CARRIED.

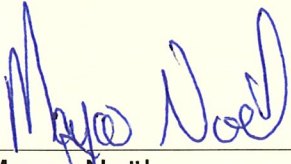
### 16.2 Mayor Noël suspended the regular meeting at 4:24 PM and moved in-camera at 4:38 PM.

**16.3 Mayor Noël adjourned the in-camera meeting at 4:50 PM and resumed the open meeting.**

**17. ADJOURNMENT**

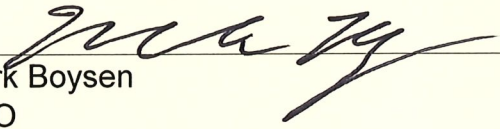
**17.1 Mayor Noël adjourned the meeting at 4:50 PM.**

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, May 14, 2019 at 2:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



---

Mayco Noël  
Mayor



---

Mark Boysen  
CAO