

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, June 11, 2019 at 2:30 PM

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

Regrets: Councillor Kemp

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułu?if?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 June 11, 2019 Regular Agenda

2017-001 **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council approve the June 11, 2019 Regular Agenda as presented.
CARRIED.

5. ADOPTION OF MINUTES

5.1 May 14, 2019 Regular Minutes

2017-002 **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council approve the May 14, 2019 Regular Minutes as presented.
CARRIED.

6. UNFINISHED BUSINESS

6.1 Deferred Recommendations on Short-Term Rentals
Marlene Lagoa, Manager of Corporate Services

- Council comments and questions regarding recommendation 2:
 - Noted that the recommendation is important because short-term rental rezoning applications have been a distraction for Staff.
 - Concerned that the recommended policy will curb opportunities for people to do business in this town.
 - Concerned about the wording “general non-support” and asked if we are closing the door to all rezoning applications? Mr. Greig responded that the resolution does not bar applications but sends a signal that Council generally does not support rezoning for this purpose.
 - Noted that this recommendation clarifies what Council’s position is at this time.

- Council comments and questions regarding recommendation 3:
 - Asked how many applications are in process that would be affected by this motion? Mr. Greig responded that he could not speak to the exact number and current applications are being processed as quickly as possible.

2017-003

It was moved by Councillor Hoar and seconded by Mayor Noël

2. THAT Council consider a policy of general non-support for rezoning existing residential properties for the purpose of increasing commercial short-term rental use at this time.

CARRIED.

2017-004

It was moved by Councillor McEwen and seconded by Councillor Cole

3. THAT Council direct staff to prioritize other development applications until the updated OCP has been adopted and the District has made headway on reviewing its residential zones and appropriate options for supportive accessory uses.

CARRIED.

7. MAYOR’S ANNOUNCEMENTS

- Thanked the current Provincial Government for investing in Ucluelet schools.
- Thanked Van Isle 360 for coming to Ucluelet.
- Thanked the groups that repainted the lighthouse.
- Ucluelet Secondary School graduation is on Saturday.

8. PUBLIC INPUT, DELEGATIONS & PETITIONS

8.1 Public Input

- **J. Carson, requested that Council investigate installing a crosswalk at Larch Rd. and Matterson Dr.**

because Larch Rd. is a kid highway.

- Mayor Noël responded that Larch Rd. will be the next focus for sidewalks and crosswalks.
- **C. Porter**, notified Council that:
 - He applied for a grant from the Cooperative Federation Limited in the amount of \$122,000 in partnership with a local society to develop a grey whale structure in or around Ucluelet.
 - He thought a District owned site would be appropriate but was informed that the proposal was declined.
 - He was informed that the District is being awarded the grant.
 - He is now investigating private lands, Federal lands, and First Nation lands for the site.
- **Mr. Boysen** explained:
 - The Rain Coast Education Society in partnership with Mr. Porter applied for the grant and the Rain Coast Education Society has apologized for moving ahead quickly without discussing the grant with staff.
 - The Federal Cooperative Limited has a decision making process for determining who will receive the grant and the District will wait for their decision.
 - The District does not regulate contractual relationships between the grant applicant, First Nations or private landowners.
- **R. Wilmin** asked if there are any signs or gates going up at the end Helen Rd. on Hyphocus Island.
 - Mr. Greig responded that the District is aware of the issue and considering signage and possibly installing a gate which would restrict vehicle traffic.
 - Council recommended that this issue be prioritized and hopes it is dealt with by the end of summer.

8.2 Delegations

Ucluelet Cemetery

Debbie Vance & Dave Schofield, Rotary Club of Ucluelet

- Debbie Vance and Dave Schofield of the Rotary Club of Ucluelet led the delegation.

Signage:

- Debbie Vance described the Rotary Club membership and mandate.
 - She requested a place on District lands to post the Rotary Club signage.
 - In response, Mr. Boysen noted that he will work with District Staff to identify an appropriate location and a report will be provided to Council.
- Council suggested signage at the junction.

The Ucluelet Cemetery

- Dave Schofield identified issues with the cemetery and made a number of suggestions.
 - In response, Ms. Fortune reported that a plan is being developed.
 - Mr. Boysen, reported that he will discuss flowers for next years budget with Ms. Fortune.
- Council comments included:
 - The flower and plaques are good ideas and as the District invests more in the Cemetery, it will have to look into installing surveillance cameras.
 - That the Rotary Club engage the Ucluelet and Area Historical Society for more information about local pioneers.

9. CORRESPONDENCE

9.1 Child Care Space Planning Project Launches
Marcie DeWitt, Maggie Hodge Kwan & Tracy Smyth

- Council noted that the author of this correspondence wants items to be shared through the District communications network.

2017-005

It was moved by Councillor McEwen and seconded by Councillor Cole
THAT Council directs staff to share the link to the Parent Survey and Child Care Providers survey through Ukee Mail.

CARRIED.

9.2 State of the Island Economic Summit
Vancouver Island Economic Alliance

- Council noted:

- Funding for only two individuals to attend this conference is available and four members wish to attend.
- Staff noted:
 - Ms. Lagoa, noted that the budget for Council conferences expenses has already been increased to allow for two Council members to attend.
 - Mr. Boysen, noted funds budgeted for other conferences could be used to increase the budget for attending this conference and allow for four members to attend.

2017-006

It was moved by Councillor Cole and seconded by Councillor McEwen
THAT Council directs staff to make arrangements for Mayor Noël and Councillors Cole, Hoar, and McEwen to attend the State of the Island Economic Summit.

CARRIED.

10. INFORMATION ITEMS

10.1 Hwy 4 Kennedy Hill Safety Improvements Traffic Interruptions Update *Emil Anderson Construction (EAC) Inc.*

- Councillor Hoar asked if a meeting had been scheduled with EAC to discuss the traffic stoppages. Mayor Noël responded that a meeting is schedule for Friday.

10.2 Five Alarm Chili Competition *ANAF*

- Mayor Noël noted that he will be a judge.

10.3 June Interpretive Schedule for PRNPR *Pacific Rim National Park Reserve*

10.4 Southern Killer Whales Recovery Measures *Transport Canada/ Government of Canada*

- Council noted that it is odd that there are only two mandatory restrictions and the rest are voluntary.

10.5 Grand Opening of the Toquaht Nation Secret Beach Marina *Toquaht Nation*

- Mayor Noël noted that he will be attending and invited other Council members to join him.

10.6 New Canadian Human Trafficking Hotline Number *Cathy Peters, BC Anti-Human Trafficking Educator*

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Rachelle Cole

Deputy Mayor October - December 2019

- May 30 attended the Barkely Community Forest Corporation's Directors meeting in Mayor Noël's absence. Maps and a new logo is underway, and the AGM is coming up soon.
- June 6 - 8 attended the "All In – Community Foundations Conference" through her role representing the Clayoquot Biosphere Trust. Highlights of her report include:
 - The conference's theme was inclusion,
 - Representatives from around the world attended, and
 - Significant grant funds are available.

11.2 Councillor Marilyn McEwen

Deputy Mayor November 2018 - March 2019

Councillor Marilyn McEwen

- June 1 attended the Vancouver Island Regional Library Board Meeting. Highlights included:
 - Presentation of capital plan, audited financial statements and 2018 annual report.
 - Formation of a special committee to lobby the Provincial Government for \$20 million dollars.
 - Request that Municipal governments pass resolutions in support of a resolution for the funding at the Union of BC Municipalities.
- June 5 attended the Harbour Authority meeting. DFO representatives were in attendance and discussed the changes to the Otter Street Dock and the Outer Basin Docks.
- June 6 attended the school funding announcement made by the Minister of Education, Hon. MLA Rob Fleming. She and other Council members also met with MLA Hon. Scott Fraser who informed Council members about Work BC Funding Opportunity which is accessible at workbc.ca/CEP.

11.3 Councillor Lara Kemps

Deputy Mayor April - June 2019

11.4 Councillor Jennifer Hoar

Deputy Mayor July - September 2019

- June 5 attended the Harbour Authority Meeting. Noted discussion on life jackets being installed.
- June 5 attended the Wild Pacific Trail Society board meeting. Reported that build a whale event is at Big Beach on Saturday June 15 at 11:00 AM. Also reported that the board is attempting to make the trail more user friendly for educators.
 - Councillor Cole noted that she has issues accessing specific areas on the trail on paramedics ATV due to narrow areas blocked by a snag.
- June 8 was World Ocean Day which means that the Single-Use Plastic bylaw came into effect.

11.5 Mayor Mayco Noël

- May 30 – June 2 attended Federation of Canada Municipalities Conference. Highlights included:
 - Listening to Federal party leaders communicate their platforms.
 - Strong focus on rural issues. Noted that the school funding announcement, highway upgrades and local fiber optic suggests that Ucluelet is doing well compared to other rural communities.
- June 5 attended the ACRD's West Coast Committee meeting. The Committee is pushing ahead with organic collection on the West Coast and the west coast public transit study has been extended.
- June 6 attended the school funding announcement made by the Minister of Education, Hon. MLA Rob Fleming. Noted that it is great time to be in the area and the funding announcement is a big win for the region.

12. REPORTS

12.1 Cheque Listing - May 2019

Joseph Rotenberg, Corporate Clerk

12.2 Draft Ucluelet Strategic Plan 2019-2022

Mark Boysen, Chief Administrative Officer

- Mark Boysen, Chief Administrative Officer, presented the Strategic Plan. Highlights included:
 - Strategic plan is for four years and helps in staff decision making.

- Identified the four key areas of the report: Managing Growth & Maintaining Quality of Life; Community Development and Wellbeing; Partnerships and Collaboration; and Asset and Infrastructure Management.
 - 2019 goals form part of the departmental work plans for this year.
 - It will be published on the District website and shared with other communities.
 - The plan is a living document which should be reviewed annually.
- Council asked and commented:
 - If there would be quarterly reports to council regarding the document? Mr. Boysen answered that part of the quarterly project updates will speak to this document.
 - That they appreciated the accessibility of the report.
 - Look forward to bringing the Plan to the ACRD.

2017-007

It was moved by Councillor Cole and seconded by Councillor McEwen

THAT Council approve recommendation 1 of report item, "Draft Ucluelet Strategic Plan 2019-2022" which states:

1. *THAT Council approve the Draft Ucluelet Strategic Plan 2019-2022.*

CARRIED.

12.3 2019 Purchase of Vehicles Using Equipment Reserve Fund
Mark Boysen, Chief Administrative Officer

- Mark Boysen, Chief Administrative Officer, presented the report. Highlights included:
 - The report prioritizes the District's vehicle needs. Two priority items are a public works truck with towing capacity, a parks and recreation vehicle, and a truck for the Fire Chief.
 - Parks and recreation will need another vehicle in 2020.
 - Staff are looking into used vehicles as well as leasing vehicles.
 - May have to request approval of an MIABC loan to satisfy future vehicle needs.
 - District staff are changing their asset management system.
 - Moving forward, a sustained funding model will be developed as well as a long-term replacement plan.
- Council questions and comments included:
 - Approved the report and commented that they had not received a report of this nature before.

- Noted that there is insufficient funds requested to cover the vehicle costs. Mr. Boysen clarified that there was sufficient funds because the fire chief's vehicle would be purchased through the fire truck reserve fund, which does not need Council approval and \$30,000 of this years budget was allocated for the purchase of vehicles.
- Noted that purpose-built vehicles are appropriate and new assets should be taken care of after hours. For example, managers will have to consider covered vehicle storage areas and logos on District vehicles should be kept in good repair.

2017-008

It was moved by Councillor McEwen and seconded by Councillor Hoar THAT Council approve recommendation 1 of report item, "2019 Purchase of Vehicles Using Equipment Reserve Fund" which states:

1. *THAT Council approve the allocation of \$123,000 from the Ucluelet Capital Works, Machinery, and Equipment Reserve Fund (Bylaw 696) to enable the purchase of vehicles for the 2019 budget year.*

CARRIED.

12.4 District Community Engagement Update **Mark Boysen, Chief Administrative Officer**

- Mark Boysen, Chief Administrative Officer, presented the report. Highlights included:
 - Noted that staff have been working with Council improve communications over the last two years.
 - Noted that email and Facebook are effective ways of communicating with residents.
 - Noted that Council is encouraging interested parties to come to Council to express their concerns.
 - Noted that there are alternative methods of communication and engagement that can play the role that the Harbour Advisory Committee and the Park and Recreation Committee currently play.
- Council questions and comments included:
 - Corrected the report by noting the Harbour Advisory Committee met on January 23.
 - Noted that they would like the town hall meeting to be conducted before the end of October.
 - Noted that there is value in ensuring that all of the Council members are hearing the same message from societies and commissions.
 - Noted that three Harbour Advisory Commission members were in support of disbanding that committee.
 - Noted that it is important that community members have

an opportunity to bring issues up to Council by way of delegations and that motions that are passed are implemented by staff. In response, Mr. Boysen indicated that the resolution tracking system can be used for this purpose.

- Voiced concern that if these Commissions are discontinued, interested parties will feel that they are not being heard by Council.
- Voiced concern that discontinuing these Commissions will result in loss of community buy-in regarding parks and recreation and harbour related issues.
- Recommended that future Harbour Authority Meetings should be advertised to Harbour Advisory Commission members as well as other interested parties. Mr. Boysen responded that we could promote Harbour Authority meetings as well as distribute the Agenda for these meetings to interested parties.

- Mr. Boysen indicated that many issues brought up at the Harbour Advisory Commission meeting could be dealt with at Council or Harbour Authority Meetings.

2017-009

It was moved by Councillor McEwen and seconded by Councillor Cole

THAT Council approve recommendation 1 of report item, "District Community Engagement Update" which states:

1. *THAT Council request staff plan a Community Town Hall with a focus on engagement for the Fall of 2019;*

CARRIED.

2017-010

It was moved by Councillor Cole and seconded by Councillor Hoar

THAT Council approve recommendation 2 of report item, "District Community Engagement Update" which states:

2. *THAT Council direct staff to discontinue the Harbour Advisory Commission and the Parks and Recreation Commission.*

CARRIED.

12.5 Ucluelet Tourism Association Agreement Renewal

Mark Boysen, Chief Administrative Officer

- Mark Boysen, Chief Administrative Officer presented the report. Highlights included:
 - Agreement was extended last year for an additional year.
 - This agreement would be for a four-year term.
 - There are no significant concerns from staff.
 - New clause is 3.6, which addresses revenues generated from online booking. Council has decided to put those revenues towards affordable housing.

- Council questions and comments:
 - The report refers to section 5.5 of the agreement and there was no such section. Mr. Boysen noted that the report was supposed to refer to 5.1.
 - Noted that Mr. Boysen's participation on the board will help improve communication between the Tourism Ucluelet Board and Council.

2017-011

It was moved by Councillor McEwen and seconded by Councillor Hoar THAT Council approve recommendations 1 and 2 of report item, "Ucluelet Tourism Association Agreement Renewal" which state:

1. *THAT Council approve the 2019-2023 Ucluelet Tourism Association Tourism Promotion Agreement between the Ucluelet Tourism Association and the District of Ucluelet.*
2. *THAT Council appoint the Chief Administrative Officer as a non-voting member representative to the Ucluelet Tourism Association Board.*

CARRIED.

13. OTHER BUSINESS

13.1 Ukee Days Admissions

- Mayor Noël suggested admission for people under 18 years of age to Ukee Days should be free since it is a community event.

2017-012

It was moved by Mayor Noël and seconded by Councillor McEwen

THAT staff provide a report regarding free admission for individuals under 18 years of age at Ukee Days.

CARRIED.

13.2 Walkway Near Water's Edge

- Council requested an update on the wooden walkway at Waters Edge and noted the following:
 - The walkway is a reflection of the community.
 - The walkway is not in as bad shape as they thought.
 - An interim fix could work for the next 24 to 36 months.
 - Asked the Parks and Recreation Manager to take another look undertaking minor fixes to the walkway.
- In response, Ms. Fortune, Manager of Parks and Recreation, noted that there is some beetle rot which will cost over \$7,000 to repair.
- Ms. Fortune, asked Council if they were referring to the gazebo area? Council responded that they were referring to the walkway.

14. QUESTION PERIOD

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

15. CLOSED SESSION

15.1 Procedural Motion to Move In-Camera

2017-013

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)(a), (g), (i), and (j) of the Community Charter.

CARRIED.

15.2 Mayor Noël suspended the regular meeting at 4:11 PM and moved in-camera at 4:25 PM.

15.3 Mayor Noël adjourned the in-camera meeting at 5:06 PM and resumed the open meeting.

15.4 Rise & Report from Closed Session

2017-014

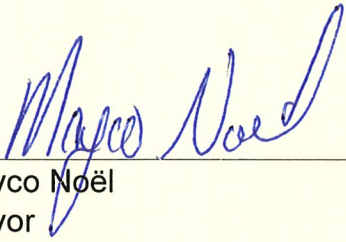
THAT Council, in response to the ongoing complaints of violations under the District of Ucluelet Noise Control Bylaw No. 915, 2003, by the operation of the Ucluelet Harbour Seafoods (UHS) plant on the property at 1743 Cedar Road:

- a. *in conjunction with the regular Council meeting agenda for June 25, 2019, schedule a Committee-of-the-Whole portion to invite concerned members of the public and representatives from S&S Seafood Canada to address Council; and,*
- b. *require that S&S Seafood Canada provide, no later than June 25, 2019, a list of concrete steps they propose to abate, control or otherwise limit the noise from the UHS plant - including noise from outdoor condensers - and proposed dates by which those steps will be taken.*

16. ADJOURNMENT

16.1 Mayor Noël adjourned the meeting at 5:07 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, June 11, 2019 at 2:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO