

THAT Council approve the August 1, 2019 Special Minutes as presented.

CARRIED.

6. UNFINISHED BUSINESS

6.1 Temporary Use Permit for Employee Housing - UHS *Bruce Greig, Manager of Community Planning*

Mr. Greig presented this report. Highlights included:

- The permit allows a maximum of 13 recreational vehicles on the site, all of which will on areas that are currently paved.
- Council received community input about the Temporary Use Permit (TUP) at the July 9, 2019 Regular Council Meeting.

Council comments and questions:

- Noted that there are already 10 recreational vehicles on site and asked if those vehicles would be removed? Mr. Greig responded that the 10 recreational vehicles will be moved to the paved area and will makeup 10 of the proposed 13 recreational vehicles.
- Asked if the fire department approved the revised site plan? Mr. Greig responded in the affirmative.
- Recommended locating the recreational vehicles on the left side of the site. In response, another Councillor noted that this location would interfere with trucks attempting to transport product unloaded at the site.
- Recommended that the site be cleaned up.
- Noted that a speed bump has been installed on site to manage traffic.
- Asked what the procedure is for revoking the TUP? Mr. Grieg explained that the permit could be revoked by Council at any time but the applicant would have the right to appeal that decision. Mr. Grieg also explained that the site manager is required by the TUP to provide the District with his or her contact information.
- Asked if the Bylaw Officer would be permitted to enter the property to address bylaw violations? Mr. Grieg explained that Bylaw Officers may enter a property to investigate bylaw violations and noted that the RCMP responds to noise complaints received after 10 PM.

2017-004

It was moved by Councillor Cole and seconded by Councillor McEwen

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

1. *THAT Council authorize issuance of Temporary Use Permit 19-02 to allow seasonal employee housing for up to three years in a maximum of 13 Recreational Vehicles on the property at 1970 Harbour Crescent,*

subject to the applicant installing and maintaining all services and making all site improvements in accordance with the conditions of TUP19-02 prior to occupying any of the RV units.

CARRIED.

7. MAYOR'S ANNOUNCEMENTS

7.1 Alberni-Clayoquot Regional District - West Coast Committee Meeting - July 17, 2019

Mayor Noël noted the following initiatives identified in the West Coast Committee July 17, 2019 Agenda:

- Land use strategic planning for the Long Beach Airport.
- The West Coast organic composting pilot program.
- West Coast Transit Services, which require electoral assent. The alternative approval process will be implemented to obtain electoral assent.

7.2 Ukee Days 2019 Awards

Mayor Noël recognized the following award winners:

- Youth of the Year – Cameron Graham
- Citizen of the Year – Wild Pacific Trail Society
- Business of the Year – Blue Room
- Volunteer of the Year – Cris Martin of the Food Bank on the Edge

8. PUBLIC INPUT, DELEGATIONS & PETITIONS

8.1 Public Input

J. Atkinson asked how factory ships will be operating at the TRAPPA site and if there would be an upgrade to the TRAPPA facility? Mayor Noël responded that he is unaware of any planned site upgrades and factory boats typically dock for 12 hours, which is the time it takes them to offload.

H. Lee asked if the factory boats are subject to local bylaws while docked? Mark Boysen, Chief Administrative Officer, responded that local bylaws do apply and noted that the site is zoned for industrial use.

B. Bingham asked if the street lights in the Whispering Pines Manufactured Home Park are within the jurisdiction of the District of Ucluelet and noted that they have had negative effects on one of his fruit bearing plants? Mark Boysen, Chief Administrative Officer, responded that these street lights are not within the District's jurisdiction and thanked Mr. Bingham for the feedback regarding the brightness of

the lights.

9. CORRESPONDENCE

9.1 Request for Letter of Support *James Rodgers, CARE Network*

2017-005 **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council direct Staff to write a letter of support to the CARE Network for their application to the BC Rural Dividend Program.

CARRIED.

9.2 Request for Support for BC Rural Dividend Project - West Coast Education Tourism Economy: Building Capacity and Resilient Communities Together *Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust*

Council comments and questions:

- Asked Rebeccas Hurwitz, Executive Director of Clayoquot Biosphere Trust, to address the requested letter of support. Ms. Hurwitz explained that the West Coast NEST is applying for funding to continue its programming. She also noted that there is a funding request of the District of Ucluelet which would support West Coast NEST coordinator position.
- Asked what the funding request is? Ms. Hurwitz responded \$50,000 over two years.

Mark Boysen, Chief Administrative Officer, noted the following:

- There are no funds in the 2019 budget for this project, so Council would have to sacrifice a funded project to satisfy the NEST's funding request.
- Another option is to write a letter of support which indicates that the funding request will be considered during the 2020 budget process.

2017-006 **It was moved by Mayor Noël and seconded by Councillor Cole**
THAT Council direct Staff to write a letter of support to the West Coast NEST for their application to the BC Rural Dividend Program.

CARRIED.

10. INFORMATION ITEMS

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

Council comments and questions:

- Asked how the community and visitors are notified of road

closures? Council members noted that they use facebook to notify residents. Mark Boysen, Chief Administrative Officer, noted that closures are posted on the Ucluelet Community Facebook Page but the more significant issue is that DriveBC is not updated quickly.

- Council directed the same question to Fire Chief, Rick Geddes. Mr. Geddes responded that the communication issue will be discussed at his meeting with EMBC, the Ministry of Transportation, local representatives and the contractor.
- Council recommended implementing a regional text message system intended to inform individuals in the area of the closures.
- Council noted the lack of WIFI in and around the construction area. Mr. Geddes responded that an FM frequency could be used in and around the construction area.

10.2 Whales Initiative - Educational Materials for Protecting the Southern Resident Killer Whale *Justin Huntley Smith, Transport Canada*

Council requested a report about the impact of the salmon closures on the local sports fishing industry at the next Harbour Authority Meeting.

11. COUNCIL COMMITTEE REPORTS

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

- **July 17, attended Forest Glenn Seniors Luncheon.**
- **August 9, attended a meeting regarding age friendly programming.**

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

- **August 1, attended an information session about the Host Compliance software.**

11.3 Councillor Lara Kemps *Deputy Mayor April - June 2019*

- **August 1, attended an information session about the Host Compliance software.**

11.4 Councillor Jennifer Hoar *Deputy Mayor July - September 2019*

- **July 19, participated in the Ucluelet Pride Parade.**

11.5 Mayor Mayco Noël

- **August 5 - August 7, attended Ground Fish Development Authority meetings in Vancouver. Noted that 66% of BC ground fish are offloaded in Ucluelet and that in the week of August 5th 366 boats unloaded in Ucluelet.**
- **July 17, attended the Alberni-Clayoquot Regional District - West Coast Committee Meeting.**
- **Attended a meeting with Parks Canada representatives and discussed the Coast Smart Program, the Parks Canada Ambassador Program, issues with dogs in the Pacific Rim National Park, and the Bomber being classified as a cultural resource. Noted that visitation to the Pacific Rim National Park is up by 8%.**

12. REPORTS

12.1 Cheque Listing - July 2019

Joseph Rotenberg, Acting Manager of Corporate Services

Council questions and comments:

- Asked if Ukee Days was a success? Abigail Fortune, Manager of Parks & Recreation, responded that it was successful due to strong gate revenues and sponsorship.
- Noted that Council would like a report that addresses the Ukee Days budget because it is important for the community to understand the cost of the event.
- Noted the invoice from Earthwave Landscapes which is associated with bike park rebuild and asked if the project had been completed? Ms. Fortune responded that there will be a grand opening event in the fall and there will be a contract with Earthwave Landscapes for ongoing bike park maintenance.
- Requested an update on the Cedar Road Parking Lot. Mark Boysen, Chief Administrative Officer, responded that the landscaping and line painting work will begin in the fall and the parking lot should be completed next year.

12.2 Resolution Tracking - July 2019

Joseph Rotenberg, Acting Manager of Corporate Services

Council questions and comments:

- Asked when Council Webcasting will be implemented? Mark Boysen, Chief Administrative Officer, responded that it will be

implemented at the next Regular Council Meeting (Sept. 10, 2019).

- Asked what the engineering assessment of the walkway near the Waters Edge determined? Mr. Boysen responded as follows:
 - Structural issues were identified.
 - The engineers recommended taking down the bridge.
 - There are sufficient funds in the budget to do this work.
 - The District has retained asset management consultants that will work on the redesign of the bridge, among other projects.
- Asked if the new bus pick-up and drop-off zone near the Aquarium is permanent? Mr. Boysen responded that it is a pilot location and the bus zone will be addressed in the downtown area redesign.

12.3 Quarterly Financial Report

Donna Monteith, Chief Financial Officer

Donna Monteith, Chief Financial Officer, explained that this report is for quarter one and two.

Council questions and comments:

- Noted that the spring community cleanup was more expensive than previous years. Mark Boysen, Chief Administrative Officer, explained that costs are up because more waste was collected. He recommended that the program be discussed during the 2020 budget process.
- Recommended that the community cleanup day be addressed at the Community Town Hall Meeting in late October.

2017-007

It was moved by Councillor Hoar and seconded by Councillor Cole THAT Council approve recommendation 1 of the report item, "Quarterly Financial Report" which states:

1. *THAT Council receives the Five Year Financial Plan 2019-2023 Variance Report for the Second Quarter ending June 30, 2019.*

CARRIED.

12.4 Ucluelet Soapbox Derby

Abigail Fortune, Manager of Parks & Recreation

Mayor Noël and Councillor Kemps declared that they are organizing the Derby which gives rise to a conflict of interest. Mayor Noël and Councillor Kemps left the meeting at 3:27 PM before discussion regarding this item began.

Abigail Fortune, Manager of Parks & Recreation, noted the applicant

met the permit requirements.

2017-008

It was moved by Councillor McEwen and seconded by Councillor Cole
THAT Council approve recommendations 1 and 2 of the report item, "Ucluelet Soapbox Derby" which state:

1. *THAT Council approve the Special Events Permit for the Soap Box Derby organized by the Chamber of Commerce and scheduled for Saturday, September 21, 2019.*
2. *THAT Council approve the closure of the following roads from 8:00 AM to 4:00 PM on Saturday September 21, 2019:*
 - a. *Bay Street, from the intersection of Peninsula Road to the intersection of Cedar Road; and,*
 - b. *Cedar Road, from the intersection of Bay Street to the intersection of Park Lane.*

CARRIED.

12.5 Quarterly Projects Update - 2nd Quarter 2019
Mark Boysen, Chief Administrative Officer

Mayor Noël and Councillor Kemps returned to the meeting at 3:29 PM after the motion regarding item 12.4 was carried.

2017-009

It was moved by Councillor Cole and seconded by Councillor Hoar
THAT Council approve recommendation 1 of the report item, "Quarterly Projects Update - 2nd Quarter 2019" which states:

1. *THAT Council receives this 2019 Q2 update on the progress of budgeted Staff projects.*

CARRIED.

12.6 BC Rural Dividend Program Application
Abigail Fortune, Manager of Parks and Recreation

Mark Boysen, Chief Administrative Officer, noted that the Whistler Centre for Sustainability will draft the plan.

Abigail Fortune, Manager of Parks and Recreation, noted the following:

- The Chamber of Commerce and Tourism Ucluelet are in support of the project.
- The grant application is for \$33,483.00. The remainder of the project cost will be satisfied by the Parks and Recreation budget for consultants.

2017-010

It was moved by Councillor Cole and seconded by Councillor McEwen
THAT Council approve recommendation 1 of the report item, "BC Rural Dividend Program Application" which states:

1. *THAT Council authorize the submission of an application to the BC Rural Dividend Program for a Ucluelet Tourism Master Plan.*

CARRIED.

12.7 Municipal Insurance Association of BC - Voting Delegates
Joseph Rotenberg, Acting Manager of Corporate Services

2017-011

It was moved by Councillor McEwen and seconded by Councillor Cole

THAT Council appoints Mayor Noël as the Voting Delegate, Councillor McEwen as the First Alternative Voting Delegate and Councillor Kemps as the Second Alternative Voting Delegate to the Municipal Insurance Association of BC.

CARRIED.

12.8 Covenant Modification - 780 Odyssey Lane
John Towgood, Planner 1

Bruce Greig, Manager of Community Planning, noted the following:

- The property owner is in attendance.
- The subject setback was intended to create green space.
- The subject covenant modification preserves green space by allowing the property owner to build in an area where tree removal would not be necessary.
- All associated legal costs will be borne by the applicant.

2017-012

It was moved by Councillor Hoar and seconded by Councillor McEwen

THAT Council approve recommendation 1 of the report item, "Covenant Modification - 780 Odyssey Lane" which states:

1. *THAT Council:*

- a. *approve the proposed amendment of Covenant FB154854 for the property at 780 Odyssey Lane, to modify the greenspace setback requirement as per the terms and drawings within the body of this report; and,*
- b. *authorize the Corporate Officer to execute the covenant modification documents for registration at the Land Title Office.*

CARRIED.

13. LEGISLATION

13.1 Fire Department Establishment Draft Bylaw
Rick Geddes, Fire Chief

Council noted that the previous fire bylaw is almost 20 years old.

2017-013

It was moved by Councillor Kemps and seconded by Councillor Hoar

THAT Council approve recommendation 1 of the report item, "Fire Department Establishment Draft Bylaw" which states:

1. *THAT Council give First, Second and Third Reading to the "District of Ucluelet Fire Department Establishment and Fire and Safety Regulations Bylaw No. 1251, 2019."*

CARRIED.

13.2 Bylaw to Repeal Commissions

Joseph Rotenberg, Acting Manager of Corporate Services

Mayor Noël reminded staff to notify HAC members of Harbour Authority Meetings.

2017-014

It was moved by Councillor McEwen and seconded by Councillor Cole

THAT Council approve recommendation 1 of the report item, "Bylaw to Repeal Commissions" which states:

1. *THAT Council adopt the "Recreation Commission and Harbour Advisory Commission Repeal Bylaw No. 1250, 2019".*

CARRIED.

13.3 Temporary Use Permit 19-05 - 695 Rainforest Drive

John Towgood, Planner 1

Bruce Greig, Manager of Community Planning, noted the following:

- The application is for seasonal accommodation for a locally employed family.
- The site has already been cleared and is serviced.
- Statutory notice has been provided.
- This is an opportunity for public input.

Council questions and comments:

- Noted that this this Temporary Use Permit (TUP) is similar to another that has been issued. Asked if this is the beginning of a trend?
- Noted the trend is positive because it indicates that residents are seeking to become bylaw compliant.
- Noted that the fee to apply for a TUP is \$800.00
- Recommended that an annual intake be established to manage the Planning Department's workload.
- Asked if there was any public comments regarding the subject Temporary Use Permit? No public members responded.

2017-015

It was moved by Councillor Kempf and seconded by Councillor Hoar

THAT Council approve recommendation 1 and 2 of report item, "Temporary Use Permit 19-05, 695 Rainforest Drive" which state:

1. *THAT Council provide an opportunity for public comment on this item; and,*
2. *THAT, subject to public comment, Council authorize issuance of Temporary Use Permit 19-05 for a period of up to three years, to allow seasonal accommodation for one Recreational Vehicle / Trailer space on the property at 695 Rainforest Drive.*

CARRIED.

13.4 Zoning Bylaw Amendment for 1557 Larch Road
John Towgood, Planner 1

Bruce Greig, Manager of Community Planning, noted the following about this item:

- The property is commercially zoned because of blanket a rezoning bylaw that was passed in the 1990s.
- The property is used for residential purposes, which is a legal non-conforming use, and the owners want to use the property for B&B purposes, which is not a legal non-conforming use.
- Since the property is legal non-conforming, it cannot be expanded without a Board of Variance ruling or a bylaw that rezones the property to accommodate the current use.
- The rezoning is consistent with the Draft OCP.

Council noted that this may be one of many properties in town that are legally non-conforming as a result of the blanket rezoning. In response, Mr. Greig, indicated that the Planning Department is keeping a list of affected properties as they come to their attention.

2017-016

It was moved by Councillor Cole and seconded by Councillor McEwen
THAT Council approve recommendation 1 of the report item, "Zoning Bylaw Amendment for 1557 Larch Road" which states:

1. *THAT District of Ucluelet Zoning Amendment Bylaw No. 1253, 2019, be given first and second reading and advanced to a public hearing.*

CARRIED.

13.5 Zoning Amendment for Cannabis Sales at 1786 Peninsula Road
John Towgood, Planner 1

Bruce Greig, Manager of Community Planning, presented this report. Highlights included:

- The site plans show that the store front will face away from Larch Road and the applicant plans to build a pathway through the property that links Larch Road and Peninsula Road.
- The long term plan is to develop a plaza on the property.

- The draft bylaw, if adopted, would cap the size of the store at 1,000 square feet.

Council questions and comments:

- Councillor Cole noted that she has many concerns about the health issues associated with retail cannabis in Ucluelet but will vote in favour of the recommended motion in order to receive community input at the public hearing.
- Noted that the report clarifies the long-term intentions of the applicant.

2017-017

It was moved by Councillor McEwen and seconded by Councillor Hoar
THAT Council approve recommendation 1 of the report item, "Zoning Amendment for Cannabis Sales at 1786 Peninsula Road" which states:

1. *THAT District of Ucluelet Zoning Amendment Bylaw No. 1254, 2019, be given First and Second Reading and advanced to a public hearing.*

CARRIED.

13.6 Zoning Amendment for Cannabis Sales at 1972 Peninsula Road
John Towgood, Planner 1

Bruce Greig, Manager of Community Planning, presented this report.
 Highlights included:

- Noted that engineering plans have not been submitted but the applicant will contribute financially to the frontage improvements.
- Noted that the improvements could be incorporated in more extensive street improvements in and around the proposed site.
- Noted that the applicant was present at the meeting.

2017-018

It was moved by Councillor Kemps and seconded by Councillor Hoar
THAT Council approve recommendation 1 of the report item, "Zoning Amendment for Cannabis Sales at 1972 Peninsula Road" which states:

1. *THAT District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1255, 2019 be given First and Second Reading and advanced to a public hearing.*

CARRIED.

14. OTHER BUSINESS

14.1 Ucluelet Cemetery

- Councillor Kemps noted the following:
 - A local family has installed plaques at the Ucluelet Cemetery with funding support from the Clayoquot Biosphere Trust.

- Asked if there was \$1000.00 in District funding available to support this project? Abigail Fortune, Manager of Parks & Recreation, noted the following:
 - There is limited budget for improvements to the cemetery,
 - A three year plan will be prepared, and
 - Ms. Fortune will contact the family regarding the project.

15. QUESTION PERIOD

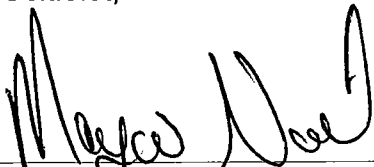
15.1 D. McIntosh noted that he wrote a letter to Council about vehicles travelling at unsafe speeds and in the wrong direction along Imperial Lane. He recommended installing traffic signage. In response, Mayor Noël noted that the District plans to create a master plan for the area and recommended that Staff share the rough sketches of the area with Mr. McIntosh.

15.2 N. O'Malley of the Westerly News asked if the unplanned road closures at the Kennedy Hill Safety Improvement site have effected emergency responses? Council responded that they have been informed that in the event of an emergency, the road will be cleared to allow emergency vehicles to pass.

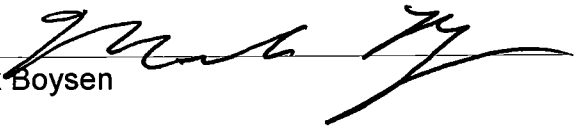
16. ADJOURNMENT

16.1 Mayor Noël adjourned this meeting at 4:20 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, August 13, 2019 at 2:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO