

**DISTRICT OF UCLUELET**  
**MINUTES OF THE HARBOUR AUTHORITY MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, February 19, 2019 at 4:30 PM**

Present:       **Chair:**       Mayor Noël  
                  **Council:**   Councillors Cole, Hoar, Kemps, and McEwen  
                  **Staff:**       Mark Boysen, Chief Administrative Officer  
                          Marlene Lagoa, Manager of Corporate Services  
                          Kevin Cortes, Harbour Manager  
                          Darcey Bouvier, Recording Secretary

Regrets:

**1     CALL TO ORDER**

1.1   **Mayor Noël called the meeting to order at 4:30 PM.**

**2     ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

2.1   **Council acknowledged the Yuułu?ił?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   **February 19, 2019 Harbour Authority Agenda**

HA-001       **It was moved by Councillor McEwen and seconded by Councillor Cole**  
                  ***THAT Council approve the February 19, 2019 agenda as presented.***

**CARRIED.**

**5     ADOPTION OF MINUTES**

5.1   **November 20, 2018 Regular Minutes**

HA-002       **It was moved by Councillor McEwen and seconded by Councillor Cole**  
                  ***THAT Council approve the November 20, 2018 Regular Minutes as presented.***

**CARRIED.**

**6     UNFINISHED BUSINESS**

6.1   **There was no unfinished business.**

**7     PUBLIC INPUT AND PRESENTATIONS**

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

## **8 CORRESPONDENCE**

### **8.1 2018 Marked the 30th Anniversary of the Harbour Authority Program. Ministry of Fisheries and Oceans**

## **9 REPORTS FROM COUNCIL OR STAFF**

### **9.1 January 23, 2019 Harbour Advisory Commission Minutes**

- CAO Mark Boysen noted he Chaired the last meeting and there are a few actions that are now completed.

### **9.2 2019 HAABC Seminar Summary**

- CAO Mark Boysen advised Kevin's presentation was well-received. Acknowledged the work done by Abby Fortune and her staff in organizing this event. Also noted there is a plaque that was given for hosting the event.
- Councillor McEwen asked about tour. Kevin advised it was a maintenance/harbour tour. About half of the Harbour Masters and Harbour Authority members attended the tour of the Inner and Outer Boat Basin. They discussed similarities and differences between Ucluelet's harbour and other harbours with respect to maintenance, clientele usage, and problem areas.
- Mayor Noël noted some of the Harbour Advisory Commission members went and it was great to have them represented and to have our Harbour Master involved.
- Mayor Noël found the DFO staff to be very knowledgeable and an approachable group that are looking forward to working with us moving forward.
- Mayor Noël suggested that the Kevin's presentation be shared with Tourism Ucluelet. Kevin suggested the presentation can be expanded as he was limited to a certain time.

### **9.3 Thornton Creek Enhancement Society *Mayco Noël, Mayor***

- This is yet another organization that struggles to make money.
- Discussion about rates, fees and structure and how a percentage of that is allocated for the Auxiliary Coast Guard; would like to see this for Thornton Creek Enhancement Society as well.
- Add another line item to include the Hatchery, this may mean rate increases for uses.
- Kevin advised they already allocate 4% of fees to Marine Search & Rescue, which accounts for approximately \$12,000/year. If he was to increase that to 8% there may be some push back. Kevin

noted it may work to split the fees if it was increased to 6%, or perhaps even adding a donation box. Kevin noted there are definitely different avenues that can be looked into further.

- Kevin further clarified the 4% is voluntary and if users balk at the fee, he doesn't charge them.
- Kevin advised that all the money collected from the returnables goes to the Hatchery which totals approximately \$800 - \$1,200/year.
- Council discussed the action of collecting a donation from Small Craft Harbour fees to donate to the Thornton Creek Hatchery.
- Doug Kimoto, is a Director of the Thornton Creek and works in commercial fishery, expressed concern the 2% donation would not be well received by commercial trollers.

HA-003

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

*THAT Council direct the Harbour Manager to add a 2% voluntary donation for Thornton Creek Enhancement Society to Small Craft Harbour billing and reassess in 12 months.*

CARRIED.

#### **9.4 Harbour Authority Resolution Tracking**

**Mark Boysen, CAO**

- Mark met with Spencer Wright from DFO in Vancouver. They discussed the Harbour Master Plan. There was a needs assessment that was done by the previous Council. Mark advised he would like to invite Spencer for the next Harbour meeting in May, and get that process going again.
- Mayor Noël asked about the harbour brochure. Mark advised he met with Nicky Ling and they are in the process of developing a standard brochure template for a more consistent look and branding. Mark advised he is hoping to have a design laid out by mid-March and will send a copy out for comments.

### **10 NEW BUSINESS**

#### **10.1 HAABC Annual Seminar**

HA-004

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

*THAT Council direct Staff to write a thank you letter to the Harbour Authority Association of British Columbia for holding their annual seminar in Ucluelet this year.*

CARRIED.

HA-005

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

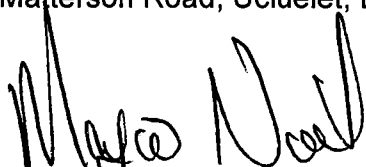
*THAT Council direct Staff to also write a thank you letter to the Harbour Manager and to the Manager of Parks & Recreation for their work on hosting HAABC.*

CARRIED.

**11 ADJOURNMENT**

**11.1 Mayor Noël adjourned the meeting at 5:02 PM.**

**CERTIFIED CORRECT:** Minutes of the Harbour Authority Meeting held on Tuesday, February 19, 2019 at 4:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



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Mayco Noël  
Mayor



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Mark Boysen  
CAO