

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

Present: **Chair:** Mayor Noël
 Council: Councillors Cole (attended via teleconference), Hoar, Kemps, and McEwen
 Staff: Mark Boysen, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Warron Cannon, Manager of Public Works
 Bruce Greig, Manager of Planning
 John Towgood, Planner 1
 Joseph Rotenberg, Manager of Corporate Services
 Nicole Morin, Corporate | Planning Clerk

Regrets:

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 YuułuꞀifꞀathꞀ First Nations on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Council advised District of Ucluelet Staff, audience members and delegates that this Council proceeding is being video recorded and the recording will be live streamed or subsequently published on the District of Ucluelet's YouTube channel.

4. ADDITIONS TO AGENDA

4.1

There were no additions to the agenda.

5. APPROVAL OF AGENDA

5.1 November 12, 2019 Regular Agenda

2019-001

It was moved by Councillor McEwen and seconded by Councillor Kemps
THAT Council approve the November 12, 2019 Regular Agenda as presented.

CARRIED.

6. ADOPTION OF MINUTES

6.1 October 22, 2019 Regular Minutes

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

7. UNFINISHED BUSINESS

7.1 There was no unfinished business.

8. MAYOR'S ANNOUNCEMENTS

8.1 **Mayor Noël expressed thanks to community members who attended the local Remembrance Day Ceremony.**

9. PUBLIC INPUT, DELEGATIONS & PETITIONS

9.1 There was no public input.

10. CORRESPONDENCE

10.1 **Appointments to the 2020 Vancouver Island Regional Library Board**
Mariah Patterson, Executive Assistant, Vancouver Island Regional Library

2019-003 **It was moved by Mayor Noël and seconded by Councillor Hoar**
THAT Council appoint Councillor McEwen as Trustee and Councillor Hoar as alternate to the 2020 Vancouver Island Regional Library Board.
CARRIED.

10.2 **Surf Canada Request for Letter of Support**
Dom Domic, Executive Director, CSA Surf Canada

2019-004 **It was moved by Councillor Kemps and seconded by Councillor McEwen**
THAT Council directs Staff to provide a letter of support for Surf Canada's special events application.
CARRIED.

10.3 **LGLA Leadership Forum Registration**
UBCM

2019-005 **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council moved that Councillor McEwen and Councillor Cole will attend the LGLA Leadership forum in February 2020.
CARRIED.

11. INFORMATION ITEMS

11.1 **UBCM 2019 Follow Up - MoTI Staff Meeting**
Janelle Staite, Deputy Director, South Coast Region - MoTI

11.2 Hwy 4 Kennedy Hill Safety Improvements Traffic Interruptions Update
Erin Pomeroy, EAC Project Coordinator

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Rachelle Cole

Deputy Mayor October - December 2019

- Oct 29, attended BC Transit Open House
- Nov 1, attended District of Ucluelet Societies Meeting

12.2 Councillor Marilyn McEwen

Deputy Mayor November 2018 - March 2019

- Oct 23 & 24, attended Vancouver Island State of the Island Summit (VIEA)
- Oct 29, attended BC Transit Open House
- Nov 1, attended District of Ucluelet Societies Meeting
- Nov 11, attended Remembrance Day Ceremony

12.3 Councillor Lara Kemps

Deputy Mayor April - June 2019

- Oct 30, attended District Parent Advisory Council
- Nov 1, attended District of Ucluelet Societies Meeting
- Nov 1, attended BC Hydro Meeting
- Nov 7, workshops for Chamber of Commerce
- Nov 11, Remembrance Day Ceremony

12.4 Councillor Jennifer Hoar

Deputy Mayor July - September 2019

- Nov 1, attended District of Ucluelet Societies Meeting
- Nov 13, will attend Aquarium AGM
- Nov 15 - Dec 15, Foodbank on the Edge - Reverse Advent Calendar Initiative

Councillor Cole left the meeting due to technical difficulties at 2:50 PM.

12.5 Mayor Mayco Noël

- Oct 23 & 24, attended VIEA Summit
- Oct 30, West Coast Resource Community Society AGM
- Nov 1, attended Societies Meeting
- Nov 9, attended Seaview Senior's Society AGM

13. REPORTS

13.1 Five Year Financial Plan 2019-2023 Bylaw Variance Report - Q3
Donna Monteith, Chief Financial Officer

2019-006

It was moved by Councillor McEwen and seconded by Councillor Hoar

THAT Council approve recommendation 1 of the report item, "Five Year Financial Plan 2019-2023 for the District on a quarterly basis." which states:

- 1. That Council receives the Five Year Financial Plan 2019-2023 Variance Report for the Third Quarter ending September 30, 2019.*

CARRIED.

13.2 Quarterly Projects Update - 3rd Quarter 2019
Mark Boysen, Chief Administrative Officer

Councillor Cole rejoined the meeting at 2:55 PM due to technical difficulties.

2019-007

It was moved by Councillor Kemps and seconded by Councillor McEwen

THAT Council approve recommendation 1 of the report item, "Quarterly Projects Update – 3rd Quarter 2019" which states:

- 1. THAT Council receives this 2019 Q3 update on the progress of budgeted Staff projects.*

CARRIED.

13.3 Council Meeting Schedule 2020
Joseph Rotenberg, Manager of Corporate Services

2019-008

It was moved by Councillor Hoar and seconded by Mayor Noël

THAT Council approves recommendation 1 of the report item "2020 Council Meeting Schedule" which states:

- 1. THAT Council adopt the proposed 2020 Council Meeting Schedule as presented.*

CARRIED.

2019-009

It was moved by Councillor Hoar and seconded by Councillor McEwen

THAT Council approves recommendation 2 of the report item "2020 Council Meeting Schedule" which states:

- 2. THAT Council direct staff to give notice of the 2020 Council Meeting Schedule in accordance with the Community Charter.*

CARRIED.

13.4 Grants In Aid & In-Kind Contributions Policy
Donna Monteith, Chief Financial Officer

2019-010

It was moved by Councillor McEwen and seconded by Councillor Hoar

THAT Council approve recommendation 1 of the report item "Grants in Aid & In-Kind Contributions Policy Report" which states:

- 1. THAT Council adopt Policy Number 5-1950-2, Grants in Aid & In-Kind Contributions.*

CARRIED.

2019-011 **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council approve recommendation 2 of the report item "Grants in Aid & In-Kind Contributions Policy Report" which states:
 2. *THAT Council repeal Policy Number 5-1950-1, Grants in Aid*
CARRIED.

13.5 Waterworth (Verbal Report)
Mark Boysen, Chief Administration Officer

Waterworth Consultant presented graphs and discussed how this tool is designed to work to assist Council and Staff in future decision making.

Councillor Cole left the meeting due to technical difficulties at 3:12 PM.

13.6 Cheque Listing - October 2019
Joseph Rotenberg, Manager of Corporate Services

14. LEGISLATION

14.1 Road Closure Bylaw No. 1252, 2019 (985 Peninsula Road)
Bruce Greig, Manager of Community Planning

Mr. Greig, Manager of Community Planning, showed slides of the area subject to the Road Closure Bylaw and the merits of the agreement between the property owners and the District.

The public was invited to comment on the Bylaw. There were no comments from the public.

Bruce Greig, Manager of Community Planning, read Lauri Skene's letter into the record, dated November 11, 2019, and responded to questions from the letter. There were no follow up questions from Council.

2019-012 **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council approve recommendation 1 of the report item "Road Closure Bylaw No. 1252, 2019" which states:
 1. *THAT Road Closure and Dedication Removal (Peninsula Road) Bylaw No. 1252, 2019, be introduced and read a first time.*
CARRIED.

2019-013 **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council approve recommendation 2 of the report item "Road Closure Bylaw No. 1252, 2019" which states:
 2. *THAT Road Closure and Dedication Removal (Peninsula Road) Bylaw No. 1252, 2019, be read a second time.*
CARRIED.

2019-014 **It was moved by Councillor McEwen and seconded by Councillor Kemps**

THAT Council approve recommendation 3 of the report item "Road Closure Bylaw No. 1252, 2019" which states:

3. THAT Road Closure and Dedication Removal (Peninsula Road) Bylaw No. 1252, 2019, be read a third time.

CARRIED.

15. OTHER BUSINESS

Council asked if there is a plan in place for expanding Christmas lighting? Mr. Boysen, Chief Administrative Officer, noted that the Parks & Recreation Department has been adding to the budget for additional Christmas Lighting and will continue to look at expanding this as part of the Strategic Plan Discussions.

Council asked when the budget meetings will be held? Ms. Monteith, Chief Financial Officer, noted that the budget meeting will be on the next schedule and there will be one budget meeting per month. She noted that the proposed schedule will be forwarded to Council before the meeting.

16. QUESTION PERIOD

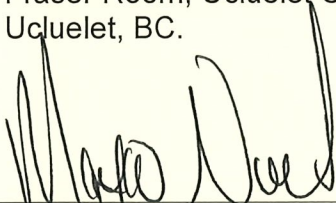
16.1

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

17. ADJOURNMENT

17.1 Mayor Noël adjourned the meeting at 4:04 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 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