

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, November 26, 2019 at 4:30 PM**

Present:      **Chair:**            Mayor Noël  
                 **Council:**        Councillors Cole, Hoar, Kemps, and McEwen  
                 **Staff:**             Mark Boysen, Chief Administrative Officer  
                                 Joseph Rotenberg, Manager of Corporate Services  
                                 Bruce Greig, Manager of Community Planning  
                                 John Towgood, Planner 1  
                                 Donna Monteith, Chief Financial Officer  
                                 Nicole Morin, Corporate / Planning Clerk  
                                 Brent Ashton, Bylaw Officer

Regrets:

**1. CALL TO ORDER**

**1.1 Mayor Noël called the meeting to order at 4:31 PM.**

**2. 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.

**3. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

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

**4. ADDITIONS TO AGENDA**

**4.1 There were no additions to the agenda.**

**5. APPROVAL OF AGENDA**

**5.1 November 26, 2019 Regular Agenda**

2019-001            **It was moved by Councillor McEwen and seconded by Councillor Hoar**  
                         *THAT Council approve the November 26, 2019 Regular Agenda as presented.*  
                         **CARRIED.**

**6. APPROVAL OF MINUTES**

## 6.1 November 12, 2019 Regular Minutes

2019-002

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

*THAT Council approve the November 12, 2019 Regular Minutes as amended.*

**CARRIED.**

## 7. MAYOR'S ANNOUNCEMENTS

### 7.1 Royal Canadian Marine Search and Rescue Long Service Awards to David Payne and Brian Congdon

- Brian Congdon and David Payne received Long Service Awards from Council and Paul Cumberland of the Royal Canadian Marine Search and Rescue.

## 8. PUBLIC INPUT, DELEGATIONS & PETITIONS

### 8.1 Public Input

- Mike Sajja, resident, requested that Council reconsider their decision to defeat third reading of Zoning Amendment Bylaw No. 1257, 2019 (1685 Peninsula Road). He requested additional time to submit information about social procurement and for Council to delay the submission of Staff's report to the Liquor and Cannabis Regulation Branch (LCRB).

In response, Council indicated that they will not be revisiting their decision regarding Zoning Amendment Bylaw No. 1257, 2019.

- Perry Askounis, resident and the President of Strata 4490, requested that Council consider waiving fees charged to Strata Lot 1 from 2016 to 2018 in relation to a mandatory commercial water meter upgrade.

In response, Council asked if staff were aware of this issue? Mr. Boysen confirmed that Staff are aware of the issue.

Council indicated they will wait for staff to review this issue.

### 8.2 Delegations

**Bill Morrison, North Island College (NIC)  
Research Grant Application - From Mio**

Bill Morrison, Faculty Member at North Island Colleague, led this delegation. He requested a letter of support for a research project

that will focus on the immigration of Japanese to the region. He explained that a high percentage of these immigrants originated from Mio, Wakayama, Japan.

2019.003.REGULAR

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

*THAT Council provides a letter of support for the NIC proposal - From: Mio: Rediscovering Japanese Historiographies for Global Community Building.*

CARRIED.

## 9. CORRESPONDENCE

### 9.1 SD 70 Ucluelet Secondary School Name Change

*Pam Craig, Board Chair, Board of Education for School District 70 (Alberni)*

2019-004

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

*THAT Staff distribute by Ukee Mail the letter from School District 70 (Alberni) regarding the proposed name changes of Ucluelet Secondary School and the AW Neill Elementary School.*

CARRIED.

2019-005

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

*THAT Council provides a letter in opposition to changing the name of Ucluelet Secondary School.*

CARRIED.

### 9.2 LGLA Leadership Forum Registration

2019-006

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

*THAT Councillor Hoar attend the LGLA leadership forum in February 2020.*

CARRIED.

### 9.3 Public Engagement - Old Growth Forest Review

### 9.4 Duplex - 1641 Holly Crescent and 1639 Holly Crescent

**Bruce Greig, Manager of Community Planning, addressed this correspondence. He noted that the writers request rezoning because their duplex is legally non-conforming. He noted that Staff is aware of the issue and would like Council to provide direction as to when and how they would like this and similar issues addressed.**

**Council recommended taking the issues on as a block.**

**Mr. Boysen, Chief Administrative Officer, recommended prioritizing this item for discussion during the 2020 Budget process.**

**10. INFORMATION ITEMS**

- 10.1 Hwy 4 Kennedy Hill Safety Improvements Traffic Interruptions Update**  
*Erin Pomeroy, EAC Project Coordinator*

**11. COUNCIL COMMITTEE REPORTS**

- 11.1 Councillor Rachelle Cole  
*Deputy Mayor October - December 2019*
- *Nov 21, attended West Coast Community Resource Society Elections*
- 11.2 Councillor Marilyn McEwen  
*Deputy Mayor November 2018 - March 2019*
- *Nov 23, attended Vancouver Island Regional Library Board Trustee Meeting*
- 11.3 Councillor Lara Kemps  
*Deputy Mayor April - June 2019*
- *Nov 13, attended Alberni Clayoquot Regional District Coastal Agricultural Roundtable*
- 11.4 Councillor Jennifer Hoar  
*Deputy Mayor July - September 2019*
- *Nov 13, attended Ucluelet Aquarium AGM*
  - *Nov 21, attended Central West Coast Forest Society AGM*
- 11.5 Mayor Mayco Noël
- *Nov 14, attended Lunch with the Mayor*

**12. REPORTS**

- 12.1 Five Year Financial Plan Meeting Schedule (2020-2024)**  
*Donna Monteith*

2019-007            **It was moved by Councillor McEwen and seconded by Councillor Kemps**  
*THAT Council approve recommendation 1 of the report item, "Five Year Financial Plan Meeting Schedule (2020-2024)" which states:*

1. *THAT Council approve the Five-Year Financial Plan Meeting Schedule for the years 2020 to 2024 as presented.*

CARRIED.

**12.2 Ucluelet.ca Update**  
**Mark Boysen, Chief Administrative Officer**  
**Verbal Report**

Mark Boysen, Chief Administrative Officer, and Joseph Rotenberg, Manager of Corporate Services, highlighted the changes and addition to Ucluelet.ca.

**12.3 Community Emergency Preparedness Fund - UVFB Air Management Program Grant**  
**Rick Geddes, Fire Chief**

- 2019-008            **It was moved by Councillor Cole and seconded by Councillor Hoar**  
*THAT Council approve recommendations 1 and 2 of report item "Community Emergency Preparedness Fund - UVFB Air Management Program Grant" which state:*
1. *THAT Council supports the activities outlined in the District of Ucluelet 2019 grant application to the UBCM Community Emergency Preparedness Fund Volunteer & Composite Fire Departments Equipment & Training Grant.*
  2. *THAT Council will provide overall grant management if the District of Ucluelet is awarded the UBCM Community Emergency Preparedness Fund Volunteer & Composite Fire Departments Equipment & Training Grant.*

CARRIED.

**12.4 2020 Tourism Tactical Plan**  
**Mark Boysen, Chief Administrative Officer**

Denise Stys-Norman presented a slide show about Tourism Ucluelet (TU). Highlights included:

- T.U.'s staffing and funding structure including an expected MRDT funding increase,
- T.U.'s new goals (which are aligned with community goals) and action plan which includes new branding and messaging; and,
- Partnering with the Chamber of Commerce to provide programs like the Ambassador program.

- 2019-009            **It was moved by Councillor McEwen and seconded by Councillor Hoar**  
*THAT Council approve recommendation 1 of the report item "2020 Tourism Ucluelet Tactical Plan" which states:*
1. *THAT Council approve Tourism Ucluelet's proposed One-Year Tactical Plan for 2020.*

CARRIED.

**12.5 Resolution Tracking - November 2019**  
**Joseph Rotenberg, Manager of Corporate Services**

### 13. LEGISLATION

#### 13.1 Road Closure Bylaw No. 1252, 2019 (985 Peninsula Road) - Adoption

**Joseph Rotenberg, Manager of Corporate Services**

Bruce Greig, Manager of Community Planning noted a clerical error in the recommended resolution as it should read "Road Closure Bylaw" not "Zoning Amendment Bylaw."

2019-010

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

*THAT Council approve recommendation 1 of report item "Road Closure Bylaw No. 1252, 2019" which states:*

1. *THAT the "District of Ucluelet Zoning Amendment Bylaw No. 1252, 2019" be adopted.*

CARRIED.

2019-011

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

*THAT Council approve recommendation 1 of report item "Road Closure Bylaw No. 1252, 2019 (985 Peninsula) - Adoption" which states:*

1. *THAT the "District of Ucluelet Road Closure Bylaw No. 1252, 2019" be adopted.*

CARRIED.

#### 13.2 Lot 13 Marine Drive - Proposed Affordable Housing **Bruce Greig, Manager of Community Planning**

Bruce Greig, Manager of Community Planning, presented a slideshow. He explained that 33 units and a park are proposed for Lot 13. He also explained that a stream is located on the property which will be protected through a stream enhancement and protection area.

Council Questions and Comments to Mr. Greig:

- What is the proposed mix of rental and freehold units? Mr. Greig noted that this has not been determined.

Andrew McLane, applicant, was invited to speak. He noted that the proposed homes are small, between the size of 400 and 1000 square feet, finished in a style consistent with the West Coast aesthetic and will have a small yard.

Council questions and comments to the applicant:

- Will the units have basements or crawl spaces? The Applicant answered that the site is rocky, but the plan is to include unfinished basement and crawl spaces. Exterior sheds are also planned.

- Will there be somewhere to put a bicycles? The Applicant noted that the park may be suitable for bike storage.
- Council noted the need for strata bylaws. The Applicant agreed that strata bylaws can be registered on title, and be used to regulate onsite maintenance and gardening.
- Council asked about costing for two bedroom? The Applicant answered that his current estimate is in the mid \$200,000 range for a finished and landscaped unit, but BC Housing involvement may further lower the cost of units.

Mr. Greig returned to the slide presentation. Highlights included:

- Lot 13 was part of the Weyerhauser lands;
- It was set aside for affordable housing;
- The associated master development plan defined affordable as 80% of medium income; and,
- An explanation of development cost charges (DCC's) – breaking down how they work in relation to new/replacement infrastructure.

Council questions & comments:

- What can MRDT affordable housing reserve fund be used for? Mr. Greig noted that these funds are earmarked for not-for-profit affordable housing funds and that use of the funds will require an action plan, which requires a housing needs assessment.
- Could we waive property taxes in the event that this development was run by a society or non-profit? Mr. Greig noted that this is possible.
- Council noted concerns about this being a bare land strata. Mr. Greig noted that a bareland strata appeals to developers because it can be more cost effective. He further noted that the standard municipal road or other public infrastructure standards could be varied to accommodate the developers' financial concerns, the underlying reason for applying for developing as a bareland strata.
- Council noted that the DCC pot should be maintained and stressed that this is a time sensitive application.
- Council noted that shifting to 100% medium income is appropriate and waiving DCC's will keep this more affordable. Mr. Greig noted that in theory waiving DCC's can trickle down to result in more affordable housing.

2019-012

**It was moved by Councillor McEwen and seconded by Councillor Kemps THAT Council approves recommendation 1 of report item "Lot 13 Marine Drive - Proposed Affordable Housing" which states:**

1. *THAT Council indicate whether it is prepared to support one or more of the following concessions sought by the developer of the proposed 33-unit micro-lot affordable housing development on Lot 13:*

- a. *consider adopting a DCC Cost Reduction and Waiver Bylaw for affordable housing and/or other categories of qualifying development and, if so, direct staff to prepare a draft bylaw and report on funding options for initial consideration and public input; **and/or***
- b. *accept that purchase or rent by households earning the median income or less is deemed as meeting the intent of the District's policies for affordable housing, rather than households earning 80% of median income or less, for this project.*

2019-013

**It was moved by Mayor Noël and seconded by Councillor Cole**

*THAT Council amend recommendation 1 of report item "Lot 13 Marine Drive - Proposed Affordable Housing" as follows:*

- 1. *THAT Council indicate whether it is prepared to support one or more of the following concessions sought by the developer of the proposed 33-unit micro-lot affordable housing development on Lot 13:*
  - a. *consider adopting a DCC Cost Reduction and Waiver Bylaw for affordable housing and/or other categories of qualifying development and, if so, direct staff to prepare a draft bylaw and report on funding options for initial consideration and public input; **and/or***
  - b. *accept that purchase or rent by households earning the median income or less is deemed as meeting the intent of the District's policies for affordable housing, rather than households earning 80% of median income or less, for this project.*

CARRIED.

2019-014

**It was moved by Mayor Noël and seconded by Councillor Cole**

*THAT Council approves recommendation 1 of report item "Lot 13 Marine Drive - Proposed Affordable Housing" as amended:*

- 1. *THAT Council indicate whether it is prepared to support one or more of the following concessions sought by the developer of the proposed 33-unit micro-lot affordable housing development on Lot 13:*
  - a. *consider adopting a DCC Cost Reduction and Waiver Bylaw for affordable housing and/or other categories of qualifying development and, if so, direct staff to prepare a draft bylaw and report on funding options for initial consideration and public input; **and***
  - b. *accept that purchase or rent by households earning the median income or less is deemed as meeting the intent of the District's policies for affordable housing, rather than households earning 80% of median income or less, for this project.*

CARRIED.

2019-015

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

*THAT Council approve recommendation 2 of report item "Lot 13 Marine Drive -*



*Proposed Affordable Housing" which states:*

*2. THAT Council direct staff to prepare a zoning amendment bylaw to accommodate the use and density of the proposed affordable housing development on Lot 13, for introduction at a future Council meeting.*

CARRIED.

2019-016

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

*THAT Council approve recommendation 3 of the report item "Lot 13 Marine Drive - Proposed Affordable Housing" which states:*

*3. THAT Council encourage the applicant to provide further detail and / or clarification on the following:*

*a. the proposed construction method, quality, energy efficiency and exterior materials of the housing units;*

*b. details of the mechanism and legal instruments which would define and ensure the ongoing affordability of the units, for both rental and ownership models;*

*c. detailed landscape preservation and stream corridor mitigation plans; and,*

*d. analysis of servicing requirements and potential efficiencies with municipal utility networks and for connections through the site.*

CARRIED.

#### 14. OTHER BUSINESS

There was no other business

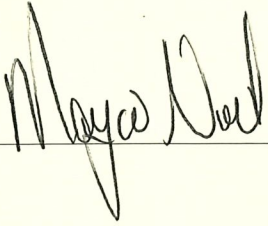
#### 15. QUESTION PERIOD

- Mike Sajja – resident, noted that the November 20, 2019 Public Hearing was his first time before Council. In response, Council noted that they brought all the cannabis retail applications to the same point in the process so the could be considered at the same time.

#### 16. ADJOURNMENT

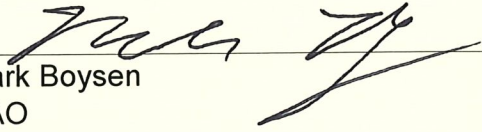
**16.1 Mayor Noël adjourned the meeting at 6:42 PM.**

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, November 26, 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