

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Thursday, December 12, 2019 at 2:00 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kempes, and McEwen
 Staff: Mark Boysen, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 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 2:05 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułu?iŋ?ath 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 December 12, 2019 Special Council Budget Agenda

2019.001 **It was moved by Councillor Hoar and seconded by Councillor Cole**
 THAT Council approve the December 12, 2019 Special Council Budget
 Agenda as presented.

CARRIED.

6. PUBLIC INPUT, DELEGATIONS & PETITIONS

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

7. REPORTS

7.1 Overview of Municipal Budgeting

Donna Monteith, Chief Financial Officer

Ms. Monteith presented a slideshow on Municipal Budgeting Process, highlights included:

- Fund Accounting Review of Principles
- District of Ucluelet Sources of Revenue
- 2019 Expenditures & Revenues
- Overview of Financial Plan Objectives
- Surplus Funds Objectives
- Reserve Funds Objectives
- Tax Allocation to Classes
- Existing Permissive Tax Exemptions
- Development Cost Charges

Council questions & comments:

- Are Barkley Community Forest funds part of the statutory reserve fund? Ms. Monteith answered that those funds are not in a statutory reserve fund but Council will need to approve expenditures from that fund.
- Does Seaview Senior's Housing Society qualify for a Permissive Tax Exemption? Ms. Monteith answered that it currently doesn't and Council noted that they would like Staff to investigate a permissive tax exemption for this society.

7.2 Overview of Strategic Plan Projects

Mark Boysen, Chief Administrative Officer

Mr. Boysen presented a slideshow on the Strategic Plan, noting that staff use this plan to prioritize projects and related work, some highlights included:

- Bylaw and Policy Gap Analysis is underway.
- Housing Needs Assessment is scheduled to for 2020.
- Health Centre, Amphitrite Lands and Harbour Master plan are moving forward.
- Public Realm Project which includes Peninsula Road Corridor and Village Green.
- Utility management will include a Roads Master Plan, lighting systems and sidewalks.
- Development Cost Charges (DCC).
- Alignment of Strategic Plans Collaboration Model
 - Joint Council Meeting scheduled for January 20th, currently in the process of confirming 3-4 key topics, one of which could be Regional Planning initiatives.
 - Two Joint Council Meetings per year could be a positive outcome of this initial meeting.

- Asset & Infrastructure Management Updates
 - Noted facility assessment has been completed, which include both inventory and condition assessments. This data will be reviewed, analyzed and assessed by Staff in light of programming and use analysis to present a full picture so Council can consider future investments in facilities.
 - Noted it can take years to develop a robust asset management system and plans to provide a detailed summary in March 2020.
- Mr. Boysen noted that Barkley Community Forest Funds this can be brought forward for further discussion if any items were to be reconsidered or added to the list for 2020.

Council questions & comments:

- Mayor Noël noted that a committee originated and based here on the west coast may better represent west coast interests.
- Councillor McEwen noted that funds could be available through Community to Community Grants for community collaboration.
- Councillor Cole asked for the facility assessment to be forwarded to her? Mr. Boysen noted that he would provide the assessment to Council for their confidential review.
- Council recommended that a community fund be brought back for discussion in January as a possible budget item.
- Councillor McEwen asked if the Historical Society funding is intended for a museum? Mr. Boysen noted that it is not allocated to a specific project at this time, though Council has written a letter of support for the museum.

8. OTHER BUSINESS

8.1 There was no other business.

9. QUESTION PERIOD

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

10. CLOSED SESSION

10.1 Procedural Motion to Move In-Camera

2019.002

It was moved by Mayor Noël and seconded by Councillor Cole

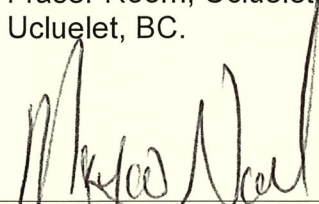
THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(a)and(c).

CARRIED.


11. ADJOURNMENT

11.1 Mayor Noël adjourned the meeting at 4:23 PM.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Thursday, December 12, 2019 at 2:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO