



HARBOUR AUTHORITY & REGULAR COUNCIL MEETING AGENDA

February 26, 2013 at 7:30pm
George Fraser Room, Ucluelet Community Centre
500 Matterson Drive, Ucluelet, BC

CALL TO ORDER:	
ADOPTION OF MINUTES: February 12, 2013 Regular Council Minutes	
PUBLIC INPUT, DELEGATIONS & PETITIONS: D-1 Junior Canadian Rangers Update Jennifer Adamson-Auld, JCRS	
CORRESPONDENCE: C-1 Order of British Columbia- 2013 Call for Nominations Karen Felker, Coordinator	
INFORMATION ITEMS: I-1 Harbour Authority Bulletin Fisheries & Oceans Canada	
REPORTS: R-1 Expenditure Voucher G-04/13 Jeanette O'Connor, CFO	
LEGISLATION: None	

COM -1 COUNCIL COMMITTEE REPORTS

Councillor Dario Corlazz *Deputy Mayor October-December*

- ◆ Coastal Community Network
- ◆ Ucluelet Chamber of Commerce
- ◆ Ucluelet Recreation Committee
- ◆ Fisheries
- ◆ Signage Committee

Councillor Geoff Lyons *Deputy Mayor July - September*

- ◆ Local Marine Advisory Committee
- ◆ Central West Coast Forest Society
- ◆ Food Bank on the Edge
- ◆ West Coast Multiplex Society
- ◆ Ucluelet & Area Historical Society
- ◆ Vancouver Island Regional Library Board *(alternate)*

Councillor Randy Oliwa *Deputy Mayor January-March*

- ◆ Ucluelet Volunteer Fire Brigade
- ◆ Ucluelet/Provincial Emergency Program
- ◆ Sea View Senior's Housing Society
- ◆ Vancouver Island Regional Library Board
- ◆ Parent Advisory Committee/Public School Liaison

Mayor Bill Irving

- ◆ Alberni-Clayoquot Regional District
- ◆ Pacific Rim Harbour Authority

COM -2 HARBOUR ADVISORY COMMITTEE

December 6, 2012 Minutes

NEW BUSINESS:

PUBLIC QUESTION PERIOD:

ADJOURNMENT

RESOLVE INTO CLOSED SESSION

Notice: *This meeting may be closed to the public only where items for consideration meet the requirements of Section 90 of the Community Charter.*

DISTRICT OF UCLUELET
Minutes of the Regular Council Meeting
held in the George Fraser Room, 500 Matterson Drive,
Ucluelet, BC on February 12, 2013 at 7:30 pm

COUNCIL PRESENT:

Acting Mayor Oliwa
Councillor Corlazzoli
Councillor Lyons

STAFF PRESENT:

Andrew Yeates, CAO
Barb Gudbranson, Recording Secretary

REGRETS:

Mayor Irving

CALL TO ORDER:

Acting Mayor Oliwa called the meeting to order at 7:30 pm

APPROVAL OF MINUTES:

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to adopt the January 26, 2013 Regular Council minutes as presented.

CARRIED

BUSINESS OUT OF MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

D-1 Annual Support Request
Allie Bonner, Pacific Rim Whale Festival

Council received an update and request for support from the Pacific Rim Whale Festival.

D-2 Barkley Community Forest Update
Gary Johnsen, Barkley Community Forest

Council received an update on the Barkley Community Forest from Tony Bennett.

D-3 Industry Update & Association Activity for 2013
Colleen Dane, BC Salmon Farmers Association

Council received an update from the BC Salmon Farmers Association communication personnel.

CORRESPONDENCE:

C-1 USS 2013 Scholarship & Bursary Awards
Carol Sedgwick, Principal

Moved by Councillor Corlazzoli, seconded by Councillor Lyons to proceed with bursary donation and student council grant application request.

CARRIED

INFORMATION ITEMS:

- I-1 CCG Marine Communication & Traffic Services**
Keith Ashfield, Minister of Fisheries & Oceans
- I-2 2013 Call for Projects**
Clayoquot Biosphere Trust
- I-3 Call for Nominations**
Prime Minister's Volunteer Awards
- I-4 2015 AVICC AGM & Convention**
Joe Stanhope, AVICC President

Moved by Councillor Corlazzoli, seconded by Councillor Lyons to receive information item I-1 thru I-4.

CARRIED

I-1 – CCG Marine Communications & Traffic Services

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to formally respond to Minister Ashfield arguing the points against the closure of the Ucluelet Coast Guard; cc to the Prime Minister and local MP.

CARRIED

I-2 – CBT Call for Projects – forward to staff to review.

I-3 – Call for Nominations - forward to Chamber of Commerce.

REPORTS:

- R-1 Expenditure Voucher G-03/13**
Jeanette O'Connor, CFO

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to receive Expenditure Voucher G-03/13.

CARRIED

- R-2 Seaplane Base Feasibility Report**
Abby Fortune, Director of Parks & Recreation

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to receive the Director of Parks & Recreation report.

CARRIED

- R-3 Youth Coordinator Update**
Mandala Smulders, Youth Coordinator

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to receive the Youth Coordinator's report.

CARRIED

LEGISLATION:

None

COMMITTEE REPORTS:

Councillor Dario Corlazzoli

Community to Community Forum

- Follow up meeting with Ucluelet First Nations, working together on related issues
- Will be dealing with the school board and other internal government issues together as one voice; will bring all seven communities together as one voice.
- Good dialogue and planning discussion for Little Beach and Terrace Beach, to be used as interpretive assets for the community.

Ucluelet Chamber of Commerce

- Building is on track for grand opening.
- All candidates meeting February 28.
- PRNP Broken Group Island and West Coast Trail fee structures discussed.

Councillor Geoff Lyons

Food Bank on the Edge

- Provided statistics on donated and distributed food November thru January.

Ucluelet Aquarium

- Opening to coincide with Whale Festival on March 16.

Central Westcoast Forest Society

- AGM was on February 6, 2013; Acclimation of Chair, Don McMillian, Vice-Chair, Eric Russcher and Secretary Treasurer Warren Wartig.

Ucluelet & Area Historical Society

- AGM on February 16, 2-4 with guest speaker and local author Adrienne Mason.

Councillor Randy Oliwa

Ucluelet/Provincial Emergency Program

- Training taking place with twenty six participants, seven being from Ucluelet First Nations.

Community to Community Forum

- Great opportunity to learn structural difference in government, YFN is regulated by a different act
- Great communication and working relationship with staff;

NEW BUSINESS:

Ucluelet Rent It Centre letter

Moved by Councillor Corlazzoli, seconded by Councillor Lyons for staff to prepare a report for a potential agreement for use of sewage lagoon, including capacity concerns and associated rates.

CARRIED

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to provide the Pacific Rim Whale Festival Society with the monetary and in-kind contributions as in previous years.

CARRIED

Moved by Councillor Lyons, seconded by Councillor Corlazzoli for staff to prepare a repayable loan agreement with the Barkley Community Forest in the amount of \$22,500.00 (twenty two thousand & five hundred dollars.

CARRIED

Jakubowsky Family

Our thoughts are with the Jakubowsky family at this trying time, there has been overwhelming community involvement and support for this young life.

PUBLIC QUESTION PERIOD

None

ADJOURNMENT:

Acting Mayor Oliwa adjourned the regular council meeting at 8:15pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, February 12, 2013 at 7:30 pm in the George Fraser Community Room, 500 Matterson Drive, Ucluelet, BC.

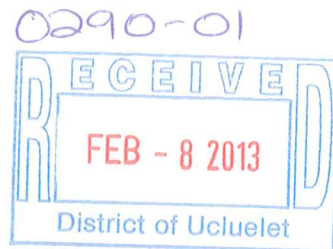
Randy Oliwa
Acting Mayor

Andrew Yeates
CAO

C-1



Honours and Awards Secretariat



FEB 26/13

January 28, 2013

His Worship Bill Irving and Councillors
Mayor of the District of Ucluelet
PO Box 999
Ucluelet BC V0R 3A0

Dear Mayor and Councillors:

Re: Order of British Columbia ~ 2013 Call for Nominations

It is time once again to “call for nominations” for the Order of British Columbia, the Province’s highest award for excellence and outstanding achievement. Any person or group is welcome to nominate a deserving individual as candidate for appointment to the Order of British Columbia. I seek your assistance in informing your municipality about this opportunity to take part in the public recognition of its outstanding citizens. Could you bring this up at your next council meeting?

An independent Advisory Council chaired by the Chief Justice of British Columbia considers nominations to the Province’s highest award for excellence and outstanding achievement. Three hundred and thirty-one distinguished British Columbians have been honoured since 1990.

For your information, a report listing all of the recipients of the Order is available on our website <http://www.orderofbc.gov.bc.ca>. If you would like this report broken down by City/Town, please contact our office.

Nomination forms for the Order are available from the Honours and Awards Secretariat in Victoria, (250) 387-1616, on the website: <http://www.orderofbc.gov.bc.ca> or from the nearest Service BC Centre. Completed nominations must be received by the Secretariat by March 1, 2013 to be considered this year. Nominations received after this will automatically be forwarded for consideration next year.

Your continuing support of the Order of British Columbia is very much appreciated.

Yours sincerely,

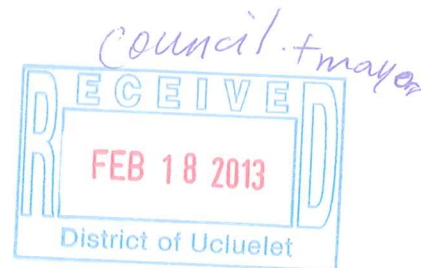
Karen Felker
Coordinator

Telephone: 250 387-1616 Fax: 250 356-2814



Harbour Authority Bulletin

to Inspire – to Inform – to Involve



Bulletin No. 23

NHAAC – November 2012 / HA Corner

January 2013

NHAAC – November 2012

The last National Harbour Authority Advisory Committee (NHAAC) meeting was held in St. John's, Newfoundland and Labrador, November 21-23, 2012. Small Craft Harbours (SCH) Newfoundland Region did a great job of hosting this three-day meeting, as well as organizing a very informative, full-day harbour tour.

In his opening remarks, Michael Alexander, Regional Director General, Newfoundland and Labrador Region, acknowledged the collective contributions of the NHAAC and the SCH Program and commended Harbour Authorities (HA) for the contribution they make in providing services to harbour users.

During the meeting a variety of interesting topics were discussed. Micheline Leduc, Director General, SCH, and Chair of the NHAAC, opened the meeting by providing a status update of various ongoing SCH topics, including: the Harbour Authority Manual; transition to the Canada *Not-for-Profit Corporations Act*; engineering and environmental initiatives; the SCH financial situation and the Evaluation of the SCH Program being undertaken by Fisheries and Ocean's Evaluation Branch.

Other discussion topics over the two days included:

- The Compendium of Funding Sources;
- Regional Harbour Authority Advisory Committee Updates;
- Abandoned and Derelict Vessels; and
- An interactive discussion on the current changing environment that is affecting the fishing industry.

The meeting concluded with a full-day harbour tour of four harbours on the Avalon Peninsula, Newfoundland. The group had the pleasure of visiting and meeting with the Harbour Authorities from Port de Grave, Ochre Pit Cove, Bay de Verde and Old Perlican.

The draft Record of Discussion from this meeting will be posted on the SCH Website shortly. Please consult them for more detailed information about these discussions.

HA Corner

The HA Corner is a discussion board that provides a place where HA members can meet online to informally discuss issues. You can use the HA Corner to share stories and experiences, ask and answer questions, or exchange tips with your colleagues. The HA Corner is open to all HA members and is easy to join and use. You could decide to have one account per HA, or create multiple accounts so that each HA member can participate individually. To join, send an e-mail to schweb@dfo-mpo.gc.ca including your full name and the name and province of the HA of which you are a member.

The *Bulletin* is available online at <http://www.dfo-mpo.gc.ca/sch-ppb/bulletin/latest-dernier-eng.htm>



District of Ucluelet Expenditure Report

G-04/13

Date: February 21,2013

Page: 1 of 3

CHEQUE LISTING:

AMOUNT

Cheques:	# 18532 - 18583	\$	95,696.21
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PAYROLL:

PR 004/13		\$	54,220.30
		\$	

\$ 149,916.51

RECEIVED FOR INFORMATION AT MEETING HELD: February 26, 2013

Jeanette O'Connor, CFO

R-1(a)

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018532	002	07/02/2013	TU428	TOURISM UCLUELET	NOV-12	NOV/12 MRDT GRANT	7,777.60		7,777.60	
018533	002	08/02/2013	BS685	BIRD J STEPHEN	16	D371	1,228.58		1,228.58	
018534	002	08/02/2013	CCH01	CYNAMOKA COFFEE HO	311504 311505 311506	BUDGET MEETING LVI MEETING MEDIA MEETING	88.20 61.60 24.64		174.44	
018535	002	08/02/2013	CF265	CLIVE FREUNDLICH,	9075 9076	FREUNDLICH JAN 21- JAN 22-31/13 ACCOM	8,736.00 479.81		9,215.81	
018536	002	08/02/2013	CI192	CIBC - VISA CENTRE	150278-75	JAN/13	1,502.78		1,502.78	
018537	002	08/02/2013	CJ163	CARSON JAMIE	3	FRONT COUNTER	1,993.60		1,993.60	
018538	002	08/02/2013	CLC12	CARVELLO LAW CORPO	509 507 508 510 506	101034 101029 101033 101035 101025	734.78 538.50 1,180.93 1,110.81 750.70		4,315.72	
018539	002	08/02/2013	DC796	DAVE'S CONTRACTING	249327	JAN 21-FEB 1/13	22,324.03		22,324.03	
018540	002	08/02/2013	OTC25	OUT OF OUR TREE CU	645319	UCC CONCRETE	4,648.00		4,648.00	
018541	002	08/02/2013	PC285	PETTY CASH - BARBA	JAN-13	JAN/13	153.67		153.67	
018542	002	08/02/2013	PF686	PROFIRE EMERGENCY	33140 33142 33143 33144 33145	UVFB FLEET SERVICE E2 SERVICE E1 SERVICE R1 SERVICE MP1 SERVICE	353.81 901.99 972.09 525.01 577.52		3,330.42	
018543	002	08/02/2013	S9326	SMULDERS MANDALA	120522	JAN 27- FEB 2/13	638.40		638.40	
018544	002	08/02/2013	SH991	STRONG HEART PRODU	JAN/13	REMAINDER YOUTH VI	1,500.00		1,500.00	
018545	002	15/02/2013	ACE07	ALBERNI COMMUNICAT	13350	RADIO REPEATER	2,328.17		2,328.17	
018546	002	15/02/2013	AL001	ACKLANDS - GRAINGE	4354 0505319 4354 0505883 4354 0505901 43540505149 43540506009	AIRPACK CLEAN/REPA SAFETY FENCE/CONES EYEWEAR CHAIN SCALER NEEDLE	211.87 986.68 109.13- 77.12 210.56		1,377.10	
018547	002	15/02/2013	BC707	BC HYDRO	105006436057	101 MAIN	16.50		16.50	
018548	002	15/02/2013	BM131	BARKLEY MANAGEMENT	DOU012113	UCC BLOW DOWN	2,800.00		2,800.00	
018549	002	15/02/2013	CE004	CORPORATE EXPRESS	31998593 32033600 32087088	STAPLER B/O PAPER BINDERS/LABELS/FIL	25.17 15.78 395.34		436.29	
018550	002	15/02/2013	CJ215	CHRISTIE JENI	120524	CHRISTIE-COOKING	333.20		333.20	
018551	002	15/02/2013	CN043	CROWS NEST UCLUELE	4950	PLANNERS/DIVIDERS	105.50		105.50	
018552	002	15/02/2013	COOP	UCLUELET CONSUMER'	120527	FEB/13	250.00		250.00	
018553	002	15/02/2013	CP300	CRITERION PICTURES	758572 758500	JAN/13 JAN/13	22.40 21.95		44.35	
018554	002	15/02/2013	CT002	CLEARTECH INDUSTRI	520701SJC	NACIO	723.97		723.97	
018555	002	15/02/2013	CUPE1	CUPE LOCAL #118	JAN/13	JAN/13	1,268.22		1,268.22	
018556	002	15/02/2013	DC001	DOLAN'S CONCRETE L	UP70607 UP69183	BMX HYDRO DRESSING BMX HYDRO SAND	344.55 348.66		693.21	
018557	002	15/02/2013	DFC01	DUMAS FREIGHT COMP	23639	CLEARTECH	441.30		441.30	
018558	002	15/02/2013	EL048	ERIK LARSEN DIESEL	710201 710207	CAPSCREW/NUT GREASE FITTING	33.82 9.52		43.34	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018559	002	15/02/2013	FL001	FAST LINE STRIPING	28844	SPORTS STRIPE	1,000.00		1,000.00	
018560	002	15/02/2013	FW050	FAR WEST FOODS GRO	269879	WATER	73.40		73.40	
018561	002	15/02/2013	HI715	HETHERINGTON INDUS	26032	WASTE PAINT/TAR	912.80		912.80	
018562	002	15/02/2013	KS073	TOTAL DELIVERY SYS	147484	N.I.LABS	120.46		120.46	
018563	002	15/02/2013	LB002	LB WOODCHOPPERS LT	162291	GENERATOR	115.64		115.64	
018564	002	15/02/2013	MB673	MILLAR, BARB	120528	MILLAR REMIMBURSEM	150.84		150.84	
018565	002	15/02/2013	MS170	REVENUE SERVICES O	FEB/13	FEB/13	2,481.00		2,481.00	
018566	002	15/02/2013	NI001	NORTH ISLAND COLLE	08-683523	MOD.2&9 UVFB	3,750.00		3,750.00	
018567	002	15/02/2013	NI005	NORTH ISLAND LABOR	84529	100501-01;100501-0	56.00		56.00	
018568	002	15/02/2013	NV785	NOVUS CONSULTING I	4124	ASSET RECOVERY	40.32		40.32	
018569	002	15/02/2013	PW280	PITNEYWORKS	5700001135	JAN/13	1,135.00		1,135.00	
018570	002	15/02/2013	SBR01	SONBIRD REFUSE & R	14886	JAN/13	3,080.00		3,080.00	
018571	002	15/02/2013	SC003	SHARE CANADA	279709	NATRAKLENE	1,948.80		1,948.80	
018572	002	15/02/2013	SI604	SHU IAN	120525	SHU-JAN-DROPIN/FRE	217.76		217.76	
018573	002	15/02/2013	SJ004	S & J SERVICES	827635 827633 827632 827634	JAN/13 JAN/13 JAN/13 JAN/13	147.84 672.00 1,478.40 336.00		2,634.24	
018574	002	15/02/2013	SP010	SUPERIOR PROPANE	12789450 13013840	DEC/12 JAN/13	819.78 650.97		1,470.75	
018575	002	15/02/2013	TE541	TECH ELECTRICAL CO	1823 1831 1827-2013 1828-2013 1829-2013 1830-2013	MARINE DR/VIC.RD/A PEN RD LIFT STN HEMLOCK STN E-VEHICLE SURGE PR BAY ST PUMP STN HYWY RESERVOIR	1,598.11 904.40 281.66 257.58 1,053.70 190.40		4,285.85	
018576	002	15/02/2013	TSC19	TRANSPARENT SOLUTI	6068	JAN/13 CLEAR SPAM	22.34		22.34	
018577	002	15/02/2013	UC142	UCLUELET CONSUMER'	CO102 6630 CO110 6777 CO110 7109 CO108 7278	CREAM CLEANERS FRUIT/CRISPS FRUIT/OIL	7.98 15.47 11.00 17.59		52.04	
018578	002	15/02/2013	UI923	UKEE INFO TECH	10018	OFFICE RENO	252.00		252.00	
018579	002	15/02/2013	UP459	UCLUELET PETRO-CAN	16891 16878 16794	#5-WIRE/CONNECTORS #5-WIPER BLADE #4-IGNITION CHECK	107.52 32.50 367.60		507.62	
018580	002	15/02/2013	UR849	UCLUELET RENT-IT C	14980 14903	PRESS. WASHER REPA POWER WASHER/TRIMM	321.01 178.58		499.59	
018581	002	15/02/2013	UV145	UCLUELET VIDEO SER	FEB/13	FEB/13 948	41.33		41.33	
018582	002	15/02/2013	WN317	WESTERLY NEWS	JAN/13	2013 SUBSCRIPTION	75.18		75.18	
018583	002	15/02/2013	WP166	WINDSOR PLYWOOD -	91734A 91731A 91733A 91735A 91736A	SHOP/YARD PW LAB LSCA HELEN LIFT ST. SAW BLADE	335.49 203.77 409.06 137.05 23.68		1,109.05	
Total:							95,696.21	0.00	95,696.21	

SMALL CRAFT HARBOUR ADVISORY MEETING
December 6, 2012 at 7:30pm
Activity Room Two, Ucluelet Community Centre
500 Matterson Drive, Ucluelet B.C

Commission Members Present:

Dave Christensen
Shelly LaRose
Roger Gudbranson
Lawrence Charnell
Pat Leslie

Staff Present

Councillor Derek Drake
Harbour Manager Steve Bird
Celine Tuzo (Recording Secretary)

CALL TO ORDER: Commissioner Christensen called the meeting to order at 7:30 pm.

APPROVAL OF MINUTES:

October 4, 2012 Meeting Minutes:

Moved by Commissioner Gudbranson, seconded by Commissioner Charnell to approve the October 4, 2012 Meeting Minutes as presented.

CARRIED

BUSINESS OUT OF MINUTES:

Harbour Advisory Applications

- ❖ Discussion regarding the appointment procedures.

PUBLIC INPUT/DELEGATIONS & PETITIONS:

None

CORRESPONDENCE:

HAABC Conference and AGM; February 12-15, 2013

- ❖ The Harbour Manager will contact the Harbour Authority Association of BC to inquire about financial assistance.

INFORMATION ITEMS:

I-1: Harbour Business Implementation Committee-Terms of Reference

Moved by Commissioner LaRose, seconded by Commissioner Charnell to receive I-1 for discussion.

CARRIED

- ❖ Requested copies of the Harbour Advisory and Harbour Authority Terms of Reference for next meeting.

I-2: Harbour Advisory Commission Meeting Dates

Moved by Commissioner Leslie, seconded by Commissioner LaRose to accept I-2 as tentative dates for 2013 Harbour Advisory Meetings.

CARRIED

DISCUSSION ITEMS:

D-1: Selling Dock Space with a Vessel

- Dock space is not guaranteed

D-2: Creating Two New Spaces in the Charter Area

- The committee referred the request to the Harbour Manager who advised that when the floats get replaced it is more likely that spaces will be lost.

REPORTS:

R-1: Project Plan Priority 1-Partnership and Relationship Development (2nd Draft)

Levi Timmermans Consulting

Moved by Commissioner Leslie, seconded by Commissioner LaRose to include the upgrade of the Otter Street Facility (52 steps) on page two of Levi Timmermans report under "Harbour Priorities; Optimize Existing Facilities."

CARRIED

R-2: Project Plan Priority 2-Harbour Development and Expansion Project

Levi Timmermans Consulting

Moved by Commissioner Charnell, seconded by Commissioner LaRose that both Project Plan Priority 1 & 2 reflect the need to not remove the Otter Street facility.

CARRIED

R-3: Transport Canada Small Vessel Compliance Program

Jeanette O'Connor, CFO

Moved by Commissioner LaRose, seconded by Commissioner Leslie to receive as information.

CARRIED

R-4: November 27, 2012 Harbour Manager's Report to Council

Steve Bird, Harbour Manager

Coast Guard Auxiliary

- Discussion surrounding moving the Coast Guard to the Main Street Dock to open up a space at the outer basin.

NEW BUSINESS:

Liveboards

Moved by Commissioner Leslie, seconded by Commissioner Gudbranson for the District of Ucluelet bylaw department to assess liveboards at SCH to ensure compliance with existing liveboard regulations.

CARRIED

Boat Launch Project

- HAC would like to provide input on the configuration of the Boat Launch; Suggestion made to contact DFO for engineering assistance.

NEXT MEETING: February 7, 2013

ADJOURNMENT: Commissioner Christensen adjourned the meeting at 9:03pm.