

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, February 23, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors via Zoom)
 Staff: Donna Monteith, Chief Financial Officer and Acting CAO (Via Zoom)
 Abby Fortune, Manager of Recreation & Tourism (Via Zoom)
 Bruce Greig, Manager of Community Planning (Via Zoom)
 Joseph Rotenberg, Corporate Services
 Nicole Morin, Corporate / Planning Clerk
 Sharon Evans, Administration Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:30 pm.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułu?iŋ?ath First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that the proceeding was being broadcast on YouTube and Zoom, which may store data on foreign servers.

4. LATE ITEMS

4.1 Add the following to Legislation Item 13.1. "Ucluelet Official Community Plan Bylaw" as page 191 of the Agenda package:

- OCP p. 138.

5. APPROVAL OF AGENDA

5.1 February 23, 2021, Regular Meeting Agenda

2021.2059.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT Council approve the February 23, 2021, Regular Meeting Agenda as amended.

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. MAYOR'S ANNOUNCEMENTS

The Mayor noted that February 24th is Pink Shirt Day, which aims to raise awareness about bullying. He also pointed out that the Ucluelet sign at Highway 4 and the Tofino/Ucluelet Highway is lit up in blue to celebrate Guiding Lights Across BC, a Girl Guides celebration of girl power.

The Mayor noted that at the February 9, 2021, Closed Meeting Council accepted Mark Boysen's resignation from the Chief Administrative Officer position and rose and reported the following motions adopted at that meeting:

- **THAT** Mr. Boysen's last working day with the District of Ucluelet will be March 5, 2021.
- **THAT** Council appoint Donna Monteith, Chief Financial Officer, as Acting Chief Administrative Officer for a period of 90 days, commencing February 10, 2021.
- **THAT** Council appoint Joseph Rotenberg to be the District of Ucluelet Corporate Officer, effective immediately.

8. PUBLIC INPUT & DELEGATIONS

8.1 Public Input

Public input via Zoom.

There was no public input via Zoom.

Public input via communityinput@ucluelet.ca.

There was no public input via email.

8.2 Delegations

Ursula Banke, Island Work Transitions Inc.

Re: WC Senior Services - Better at Home Program (UWLM)

Ms. Banke presented about the WC Senior Services - Better at Home program (UWLM). She sought a letter of support from Council to apply to the United Way Lower Mainland for funding to deliver the Better at Home Program on the West Coast. This program provides non-medical services to seniors. If funding is provided, Better at Home programming will be delivered by the Coastal Family Resources Society.

2021.2060.REGULAR

It was moved by Councillor Hoar and seconded by Mayor Noël.

THAT Council direct Staff to draft a letter of support for the

WC Senior Services - Better at Home Program (UWLM) program.
CARRIED.

**Ursula Banke, Island Work Transitions Inc. ("IWT")
WC Local Labour Market Information Project**

Ms. Banke presented this delegation. She noted that she offered a presentation about the WC Local Labour Market Information Project in 2020. This project has been renamed to the WC Business & Workforce Strategy & Post Pandemic Recovery Plan and will encompass the entire region. Ms. Banke explained the economic development benefits of this project and that it will provide West Coast-specific labour market information that will be useful for municipal planning and economic development strategies.

Ms. Banke requested a letter of support for the project and \$9,000 in funding. The funding will be leveraged to apply for a grant from Employment & Social Development Canada - Sectoral Initiatives Program. The project term is three years. The District of Tofino has agreed to provide \$9,000 in funding for this project.

Ms. Banke requested that if Council decides not to fund this project, the District partner with IWT (Ms. Banke's employer) to apply to the Clayoquot Biosphere Trust for \$5,000 in grant funding for this project.

Council noted that the funding request would be reviewed at the February 25, 2021, Special Budget Meeting and requested that Ms. Banke provide a project budget before then.

2021.2061.REGULAR

It was moved by Councillor Kemps and seconded by Councillor McEwen.

THAT Council direct Staff to draft a letter of support for the West Coast Business & Workforce Strategy - Post Pandemic Recovery program.

CARRIED.

9. CORRESPONDENCE

There was no correspondence.

10. INFORMATION ITEMS

10.1 CBT 2021 Grant Opportunities

Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Marilyn McEwen

Deputy Mayor January - March 2021

- February 16 - Attended Harbour Authority Meeting.
- February 19 - Attending meeting with MLA Osborne.

11.2 Councillor Lara Kemps

Deputy Mayor April - June 2021

- February 16 - Attended Harbour Authority Meeting.
- February 19 - Attending meeting with MLA Osborne.

11.3 Councillor Jennifer Hoar

Deputy Mayor July - September 2021

- February 16 - Attended Harbour Authority Meeting.
- February 19 - Attending meeting with MLA Osborne.

11.4 Councillor Rachelle Cole

Deputy Mayor October - December 2021

- February 10 - Attended ACRD Regular Board Meeting and Hospital Board Meetings. The ACRD has applied for a grant to fund the bike path trail connector between the Pacific Rim National Park Trail and the current ACRD bike trail. Construction is scheduled to begin in fall 2021.
- February 11 - Attended the ACRD Committee of the Whole Meeting. Grants in Aids were discussed. The ACRD has a policy against funding to projects which received grant funding from Member Municipalities
- February 16 - Attended Harbour Authority Meeting.
- February 17 - Alberni Clayoquot Health Network Meeting. The 2020 Annual report was reviewed.

11.5 Mayor Mayco Noël

- The Mayor met with Ministry of Transportation and Infrastructure (MOTI) representatives to discuss Highway 4 Road Maintenance issues and WIFI at the Kennedy Hill construction site. MOTI will provide a progress update regarding the Kennedy Hill construction project in the next 30 to 45 days.

12. REPORTS

12.1 CBC License Agreement Renewal

Joseph Rotenberg, Manager of Corporate Services

2021.2062.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

THAT Council authorize the District of Ucluelet's authorized signatories to enter into the CBC Licensing Agreement dated for reference February 23, 2021.

CARRIED.

12.2 Ucluelet and Area Childcare Society Letter of Support for Co-op Community Space Grant
Abby Fortune, Manager of Recreation & Tourism

Councillor Hoar left the meeting at 4:16 PM due to her employment at the Ucluelet Co-op.

Ms. Fortune explained the grant application and noted that grant funds would be used to construct an awning extension and replace the pea gravel with rubber matting at the daycare located at the Ucluelet Community Centre. She further noted that the Recreation Department would oversee the implementation of this construction project.

2021.2063.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

THAT Council write a letter of support for the Ucluelet & Area Child Care Society (UACCS) to partner with the District of Ucluelet through the Co-op Community Spaces Grant to:

- a. Build an awning addition of the end of the building at the Daycare at the UCC for covered outdoor space;*
- b. Remove the pea gravel and install rubber matting for a playground surface; and*
- c. To accept funding and issue receipts on the UACCS behalf.*

CARRIED.

2021.2064.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

THAT Council approve the construction of an awning addition to the Ucluelet Community Centre (UCC) if the grant is successful.

CARRIED.

13. LEGISLATION

13.1 Ucluelet Official Community Plan Bylaw
Bruce Greig, Manager of Community Planning

Councillor Hoar rejoined the meeting at 4:25 PM after the previous item was addressed.

Mr. Greig presented this report. He noted the late agenda item is the last

page of the OCP.

Mr. Greig explained the purpose of an OCP in general, provided a brief overview of this OCP, and reviewed its guiding principles.

Mr. Greig specifically highlighted the notes added on page 14 of the OCP, which address the implications of COVID-19, addressed maps 1 through 8, and schedules A through G. He outlined the past and future public engagement processes and explained the recommended resolutions and next steps. Finally, he noted that two landowners with significant landholdings in Ucluelet have requested that Council delay considering the OCP and related land use plan.

In response to a Council questions regarding the extent of the impact of the OCP on planned development, Mr. Greig noted that the OCP does not preclude development on any site. He noted Francis Island is shown as a future park and open space because it is an environmentally and culturally sensitive area and an OCP policy speaks of this as a potential area for park acquisition or density transfer. He noted that the proposed OCP has clearer guidelines related to protecting features, such as environmental features.

Council noted the importance of receiving public feedback regarding the OCP.

Mr. Greig explained that mapping related to sidewalks in the OCP identifies gaps in the sidewalk and trail network.

2021.2065.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council, with regard to the Official Community Plan (OCP) bylaw update:

- 1. consider District of Ucluelet Official Community Plan Bylaw No. 1236, 2020, in conjunction with the District of Ucluelet Financial Plan;*
- 2. consider District of Ucluelet Official Community Plan Bylaw No. 1236, 2020, in conjunction with the municipal Waste Management Plans;*
- 3. give second reading to District of Ucluelet Official Community Plan Bylaw No. 1236, 2020, as amended;*
- 4. refer the OCP Bylaw to the following agencies for a period of 60 days to invite their formal comment:*
 - Ucluelet First Nation;*
 - Toquaht Nation;*
 - Alberni Clayoquot Regional District;*
 - District of Tofino;*
 - School District 70;*
 - Island Health;*

- Ministry of Transportation and Infrastructure;
- Pacific Rim National Park Reserve;
- Clayoquot Biosphere Trust;
- Westcoast Community Resources Society;
- Alberni Clayoquot Health Network;
- Wild Pacific Trail Society;
- Tourism Ucluelet;
- Ucluelet Chamber of Commerce; and,

5. refer District of Ucluelet Official Community Plan Bylaw No. 1236, 2020, to a public hearing.

CARRIED.

14. OTHER BUSINESS

There was no other business.

15. QUESTION PERIOD

15.1 Questions via Zoom.

There were no questions via Zoom.

15.2 Questions via communityinput@ucluelet.ca.

There were no questions via email.

16. CLOSED SESSION

16.1 Procedural Motion to Move In-Camera

2021.2066.REGULAR It was moved by Mayor Noëi and seconded by Councillor McEwen

THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(a)(c) and (g) of the Community Charter related to:

- *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- *labour relations or other employee relations; and*
- *litigation or potential litigation affecting the municipality*

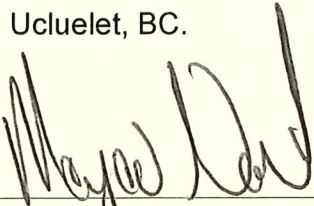
CARRIED.

17. ADJOURNMENT

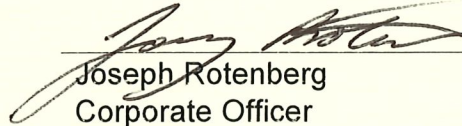
The meeting was adjourned at 6:24 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, February 23, 2021 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road,

Ucluelet, BC.



Mayco Noël
Mayor



Joseph Rotenberg
Corporate Officer