

DISTRICT OF UCLUELET
MINUTES OF THE HARBOUR AUTHORITY MEETING
HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Thursday, March 30, 2023 at 5:00 PM

Present: **Chair:** Chair McEwen
 Directors: Directors Hoar, Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Abby Fortune, Director of Recreation
 Joseph Rotenberg, Manager of Corporate Services
 Kevin Cortes, Harbour Manager (Contractor)

Regrets: Director Anderson

1 CALL TO ORDER

The meeting was called to order at 5:00 PM.

2 ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

The Harbour Authority acknowledged the Yuułu?it?ath, 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 video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

4 LATE ITEMS

There were no late items.

5 APPROVAL OF AGENDA

5.1 March 30, 2023, Regular Harbour Authority Agenda

2023.2023.HA *It was moved and seconded **THAT** the March 30, 2023, Regular Harbour Authority Agenda be approved as presented.*

CARRIED.

6 ADOPTION OF MINUTES

6.1 December 13, 2022, Special Harbour Authority Minutes

2023.2024.HA *It was moved and seconded **THAT** the December 13, 2022, Special Harbour Authority Minutes be approved as presented.*

CARRIED.

7 UNFINISHED BUSINESS

There was no unfinished business.

8 REPORTS

8.1 Harbour Improvements

Director Maftai

Director Maftai presented. He noted that he is a Harbour user, and many issues identified in the report are common to other users.

The Harbour Manager addressed each issue identified in the report as follows:

- Year-round water supply: Bleeder valves could be installed on the water lines to provide water throughout the winter.
- Power at 52 Steps Dock: Since this is a Department of Fisheries and Oceans (DFO) - Small Craft Harbour facility, DFO approval is required to install power. A cost estimate should be obtained first. The District could request DFO fund part or all of this project.
- Prioritization of annual moorage users: Harbour Authority could adopt a policy to address this issue.
- Dock space allocation prioritization for seasonal users and related fee structures: Harbour Authority could adopt policy and recommend bylaw amendments to address these issues.
- Moorage/enforcement policies for derelict vessels: The Harbour Manager works with vessel owners to achieve compliance. If compliance is not achieved, vessels in arears are dealt with in accordance with the Warehouse Lein Act and derelict vessels are dealt with through DFO's Vessels of Concern Program.
- Washroom improvements: Could be a future budget item for the Harbour Authority to consider.

Staff clarified that water supply is metered, and recommended a report be prepared to determine if these are Harbour Authority priority items, before public input is solicited.

2023.2025.HA

*It was moved and seconded **THAT** the Harbour Authority direct Staff to investigate and provide a report back to the Harbour Authority on the following topics:*

1. *Insulation of water lines to allow for year-round supply of water;*
2. *Installation of power at 52 Steps;*
3. *Prioritization of annual moorage users;*
4. *Dock space allocation prioritization for seasonal users and related fee structure;*
5. *Moorage/enforcement policies and priorities with respect to derelict vessels; and*
6. *Washroom, Laundry and Shower Facility upgrades and access options.*

CARRIED.

8.2 Sublease Barkley Sound Adventure Centre
Abby Fortune, Director of Recreation

Ms. Fortune presented this report. She noted that the harbour head lease expired in 2022 and therefore overholding provisions apply. Ms. Fortune outlined the process associated with entering into a sublease of harbour facilities.

The owner of Barkley Sound Adventure Centre Inc. noted concerns with delays in obtaining a lease agreement with the District for the Floathouse Patio & Grill and Adventure Centre.

2023.2026.HA *It was moved and seconded **THAT** the Harbour Authority approve the Barkley Sound Adventure Centre Inc. to operate the Floathouse Patio & Grill and Adventure Centre within the Ucluelet Inner Boat Basin at 200 Hemlock Street Ucluelet, British Columbia.*

CARRIED.

2023.2027.HA *It was moved and seconded **THAT** the Harbour Authority approve the sublease as presented in the March 30, 2023 report to the Harbour Authority between the District of Ucluelet and the Barkley Sound Adventure Centre Inc. for the operation of the Floathouse Restaurant and Adventure Centre in a sublease amount of \$15,445 for 2023 plus gst, excluding utilities, with an annual increase 5 % for the term of four years commencing January 4, 2023 through January 3, 2027 totaling \$66,569 plus gst.*

CARRIED.

2023.2028.HA *It was moved and seconded **THAT** the Harbour Authority authorize staff to issue a letter to the Department of Fisheries and Oceans - Small Craft Harbour, indicating the Harbour Authority approval of the Barkley Sound Adventure Centre Inc. business operations within the Ucluelet Inner Boat Basin and support the execution of a sublease between District of Ucluelet and the Barkley Sound Adventure Centre Inc.*

CARRIED.

2023.2029.HA *It was moved and seconded **THAT** the Harbour Authority recommend to Council the execution of a sublease between the District of Ucluelet and Barkley Sound Adventure Centre Inc. for the operation of the Floathouse Patio & Grill and Adventure Centre upon final sublease approval from the Department of Fisheries and Oceans Small Craft Harbour.*

CARRIED.

9 NOTICE OF MOTION

There were no notices of motion.

10 INFORMATION ITEMS

10.1 Harbour Manager Report - March 30, 2023 Update
Kevin Cortes, Harbour Manager

The Harbour Manager provided an update on Harbour activity since the last meeting.

10.2 Harbour Authority Resolution Tracking - March 30, 2023

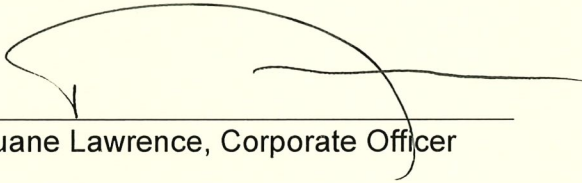
11 QUESTION PERIOD

There were no questions.

12 ADJOURNMENT

The meeting was adjourned at 5:30 PM.

CERTIFIED CORRECT: Minutes of the Harbour Authority Meeting held on Thursday, March 30, 2023 at 5:00 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Duane Lawrence, Corporate Officer



Marilyn McEwen, Chair