

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, November 21, 2023 at 4:00 PM**

Present:      **Chair:**           Mayor McEwen  
                  **Council:**       Councillors Anderson, Kennington, and Maftai  
                  **Staff:**           Duane Lawrence, Chief Administrative Officer  
                          Bruce Greig, Director of Community Planning  
                          Abby Fortune, Director of Parks and Recreation  
                          Samantha McCullough, Manager of Human Resources and Communications

Regrets:       Councillor Hoar

**1. CALL TO ORDER**

The meeting was called to order at 4:00 PM.

**1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH**

Council acknowledged the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.

**1.2 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.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

**3.1 November 21, 2023 Regular Meeting Agenda**

2023.2300.REGULAR   *It was moved and seconded **THAT** the November 21, 2023, Regular Council Agenda be approved as presented.*

CARRIED.

**4. PUBLIC INPUT & DELEGATIONS**

**4.1 Delegations**

- **Bob Hansen & Mandy Lawrenz**  
       **WildSafeBC - Pacific Rim**  
       **Re: Human-Bear Conflicts Overview, the Path Ahead &**  
       **WSBC PR Funding Request**

The delegate provided an update on the 2023 wildlife season which addressed wildlife conflicts, and WildSafe community outreach and support initiatives. WildSafe also outlined their 2024 initiatives.

Council discussed the importance and system for reporting human wildlife conflicts.

- **Barb Beasley, Secretary**  
**Alliance Holdings Ltd**  
**Re: Alliance Holdings Rezoning**

The delegate provided background on the Alliance Holdings' property off of Bay Street and noted challenges associated with obtaining building permits linked to an encroachment on the Bay Street road allowance by structures on their property and their current zoning which does not align with the Official Community Plan or the historic use of the property. The delegate outlined the history of the subject lands, encroachments, and negotiations with the District.

The delegate requested that:

- the transportation corridor requested by the District to extend Cedar Road through the delegate's property be decoupled from the encroachment issue;
- Council direct staff to address the encroachment issue by issuing encroachment permits for homes along Bay Street or reset the Bay Street road allowance to 50 feet;
- the property be rezoned to multi-family residential; and
- building permits for maintenance be issued before the encroachment and zoning issues are resolved.

## 5. UNFINISHED BUSINESS

There was no unfinished business.

## 6. REPORTS

### 6.1 2024 Council Meeting Schedule

*Joseph Rotenberg, Manager of Corporate Services*

Duane Lawrence, Chief Administrative Officer, presented this report.

2023.2301.REGULAR *It was moved and seconded **THAT** Council adopt the 2024 Annual Council Meeting Schedule as presented in Appendix A to Report No. 23-150, and direct Staff to give notice of the 2024 Annual Council Meeting Schedule.*

CARRIED.

**6.2 1300 Peninsula Road Lease to Westcoast Community Resources Society**  
**Bruce Greig, Director of Community Planning**

Mr. Greig provided an overview of the report.

2023.2302.REGULAR *It was moved and seconded **THAT** subject to the Westcoast Community Resources Society receiving project funding from BC Housing, Council authorize the lease of the property at 1300 Peninsula Road to the Society for a fee of \$1 annually plus GST for a term of 60 years to operate 5 units of mixed market and affordable community rental housing.*

CARRIED.

**7. NOTICE OF MOTION**

There were no notices of motion.

**8. CORRESPONDENCE**

**8.1 Adoption Awareness Month**

**Mitzi Dean, Minister of Children and Family Development**

**8.2 Ownership Matters: Building Community Wealth in Canada - Invitation to Speaker Series**

**Heather Hachigian, PhD, Assistant Professor  
School of Business | Royal Roads University**

**8.3 AVICC at UBCM & Emergency Management Engagement Association of Vancouver Island and Coastal Communities**

**8.4 Ravi Kahlon, Minister of Housing  
Office of the Minister of Housing**

Council discussed the Minister's letter and noted Provincial funding allocated to support municipal planning and capacity building related to streamlining residential development.

**9. INFORMATION ITEMS**

**9.1 Results of Project to Implement B&B Regulations Changes from Adoption of Ucluelet Zoning Amendment Bylaw No. 1310, 2022**  
**Bruce Greig, Director of Community Planning**

Council noted that the bylaw has resulted in additional long-term rentals and has slowed the number of Bed and Breakfast applications.

Staff provided details on the implementation of the zoning and regulatory amendment bylaws and in response to Council questions clarified that Provincial legislation removes lawful non-conforming status

for short-term rentals in some jurisdictions but noted the legislation must be reviewed in detail to understand local implications.

Council discussed the Provincial legislation and the best use of staff time to address local housing issues.

## **10. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

### **10.1 Councillor Shawn Anderson**

*Deputy Mayor, April 1 - June 30, 2023*

Councillor Anderson attended the District of Ucluelet Committee of the Whole on November 14th and an Alberni Clayoquot Health Network (ACHN) strategic planning session on the 15th where poverty reduction was identified as the key priority. He also attended the Decolonize First workshop hosted by ACHN on November 16th.

### **10.2 Councillor Jennifer Hoar**

*Deputy Mayor, January 1 - March 31, 2023*

### **10.3 Councillor Ian Kennington**

*Deputy Mayor, July 1 - September 30, 2023*

Councillor Kennington chaired the Accessibility Committee meeting where policy initiatives and directions are under development.

### **10.4 Councillor Mark Maftei**

*Deputy Mayor, October 1 - December 31, 2023*

Councillor Maftei attended the Clayoquot Biosphere Trust Vital Signs launch event on November 9th and noted the importance of a well equipped and trained Fire Department.

### **10.5 Mayor Marilyn McEwen**

Mayor McEwen attended:

- an Alberni-Clayoquot Regional District meeting and Strategic planning workshop on November 8th;
- the Remembrance Day Ceremony on November 11th;
- the Committee of the Whole meeting on November 14th where 16 community groups presented;
- the Decolonize First Workshop on November 16th; and
- the Tourism Ucluelet Board retreat at the Pacific Sands Resort from November 17th to 19th.

## **11. QUESTION PERIOD**

Fawn Ross, 1645 Cedar Road, noted the Provincial legislation related to short-term rentals and asked if all communities must opt-into this legislation? The

Mayor clarified that the resort municipalities are excluded from the legislation related to short-term rentals unless they opt-in.

## 12. CLOSED SESSION

### 12.1 Procedural Motion to Move In-Camera

2023.2303.REGULAR *It was moved and seconded **THAT** the meeting be closed to the public in order to address agenda items under Section 90(1)*

*(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*

*(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act of the Community Charter.*

CARRIED.


Meeting closed to the public at 5:16 PM and returned to open session at 7:30 PM.

## 13. ADJOURNMENT

This meeting was adjourned at 7:30 PM.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, November 21, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

  
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Duane Lawrence, Corporate Officer

  
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Marilyn McEwen, Mayor