

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, January 24, 2023 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Mafei
 Staff: Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Joseph Rotenberg, Manager of Corporate Services
 John Towgood, Municipal Planner
 Monica Whitney-Brown, Planning Assistant

Regrets:

1. CALL TO ORDER

The meeting was called to order at 4:00 PM on January 24, 2023.

1.1 ACKNOWLEDGEMENT OF THE YUULU?I?ATH

Council acknowledged the Yuulu?i?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 January 24, 2023, Regular Council Agenda

2023.2033.REGULAR *It was moved and seconded **THAT** Council adopt the January 24, 2023, Regular Council Agenda as presented.*

CARRIED.

4. ADOPTION OF MINUTES

4.1 December 8, 2022 Special Council Minutes

2023.2034.REGULAR *It was moved and seconded **THAT** Council adopt the December 8, 2022, Special Council Minutes as presented.*

CARRIED.

4.2 December 13, 2022 Regular Council Minutes

2023.2035.REGULAR *It was moved and seconded **THAT** Council adopt the December 13, 2022, Regular Council Minutes as presented.*

CARRIED.

4.3 January 10, 2023 Regular Council Minutes

2023.2036.REGULAR *It was moved and seconded **THAT** Council adopt the January 10, 2023, Regular Council Minutes as presented.*

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Signy Madden & Julie Rushton, United Way BC
Re: Update on Local Social Issues and United Way Investments, Solutions, and Partnerships

Signy Madden and Julie Rushton presented about local social issues and provided information about local United Way investments and partnerships. Ms. Rushton went on to outline available grant funding and grants provided by United Way to local organizations.

Randy Oliwa & Yasushi Ohki, Pac Rim Home Development Cooperative
Re: West Coast Workforce Housing Initiative Update and Introduction

Randy Oliwa and Yasushi Ohki presented on behalf of the Pacific Rim Home Development Cooperative (PRHDC). The delegates outlined the Cooperative's mandate and provided an update on the organization's articles of incorporation, membership, and phase two of the West Coast Workforce Initiative.

The delegate requested that the District provide support to perform land mapping and that Council explore the creation of a Select Committee (made up of Councillors, District Staff, and the PRHDC team) to identify available and future lands for non-market development including the PRHDC's project, develop solutions to secure rental housing, and provide advice on bylaws and policies intended to develop a land bank.

Councillor Hoar joined the meeting at 4:23 PM.

The delegate responded to Council questions related to the size and location of PRHDC's member businesses, eviction, member fees, rental fees, and potential locations.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. REPORTS

7.1 Covenant Modification & Development Variance Permit - 2010

Cynamocka Road

Monica Whitney-Brown, Planning Assistant

Bruce Greig, Director of Community Planning Presented this report and reviewed the terms of the subject covenant.

Mr. Greig responded to Council questions related to other properties in the area which have the covenant on title and the allowed driveway use of the setback area. He also addressed Council questions about the difference between building schemes, covenants and zoning.

Ben Aston, the Applicant, addressed Council and outlined the proposed location and alternate location of the structure, the lack of greenspace buffer on the property, and his neighbour's opinion of the covenant modification.

Council discussed the application, Option B in the report, and the recommendation.

2023.2037.REGULAR *It was moved and seconded THAT Council direct staff to prepare an amendment to the Greenspace Covenant FB154853 as requested, and give public notice for Development Variance Permit 22-06 to reduce the side yard setback requirements for an accessory building at 2010 Cynamocka Road.*

DEFEATED.

2023.2038.REGULAR *It was moved and seconded THAT Council indicate to the applicant that modifying the Greenspace Covenant on the property at 2010 Cynamocka Road would not align with community interests, and suggest the applicant pursue their desired building construction within the zoning setbacks and existing covenanted building envelope.*

CARRIED.

7.2 Development Variance Permit for 1425 Helen Road

Monica Whitney-Brown, Planning Assistant

Bruce Greig, Director of Community Planning Presented this report.

Mr. Greig responded to Council questions related to other parking variances issued in the area and parking on Imperial Lane.

Marie Tremblay and Ben Crofton, the Applicants addressed Council and noted that they believed the subject parking spots were located on their property, that on street parking will be lost if they are required to put parking on their property, a neighbouring property received a parking variance, and fielded Council questions related to challenges associated with putting parking on their property.

Council discussed the application and the Staff recommendation and an alternative resolution which allows the on street parking for the B&B use on a temporary basis.

2023.2039.REGULAR *It was moved and seconded **THAT** Council direct Staff to investigate using an alternative method to temporarily permit on street parking spaces for the B&B use at 1425 Helen Road and report back to Council.*

CARRIED.

7.3 Highway 4 Junction Landscaping **Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report.

Mr. Lawrence addressed Council question related to the Ministry of Transportation's timelines and alternative options for landscaping the medians.

Council discussed the proposed landscaping, and alternative options for beautifying the medians. Council also discussed competing funding options and challenges with maintaining this area.

Councillor Hoar left the meeting at 5:50 PM due to technical difficulties.
Councillor Hoar reentered the meeting at 5:55 PM.

2023.2040.REGULAR *It was moved and seconded **THAT** Council direct Staff to work with the Ministry of Transportation and Infrastructure on options for the installation of a low maintenance xeriscape for the highway junction islands and report back to Council with costs.*

CARRIED.

7.4 Responsible Conduct Policy **Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report.

Council discussed the recommended resolution.

Councillor Hoar left the meeting at 6:16 PM due to technical difficulties.

2023.2041.REGULAR *It was moved and seconded **THAT** Council direct staff to develop a draft responsible conduct policy to be considered by Council at a future committee of the whole.*

CARRIED.

7.5 CMHC Rapid Housing Initiative Grant
Bruce Greig, Director of Community Planning

Mr. Greig presented this report and provided some additional background information.

Mr. Greig addressed Council questions related to management of the property, the rezoning process, the proposed District cash contribution, and other priority projects funded through the Affordable Housing Fund. Mr. Lawrence addressed Council questions related to liability associated with the proposed five supportive affordable housing units .

Council discussed the proposed District cash contribution, community need, and management of the supportive affordable housing units.

2023.2042.REGULAR *It was moved and seconded **THAT** Council direct staff to issue a Request for Proposals (RFP) for a design/build contractor to construct five supportive affordable housing units on the District-owned property at 1300 Peninsula Road.*

CARRIED.

2023.2043.REGULAR *It was moved and seconded **THAT** Council direct staff to prepare a draft submission to the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative grant intake, for Council authorization at its March 14, 2023, regular meeting.*

CARRIED.

2023.2044.REGULAR *It was moved and seconded **THAT** Council authorize spending up to \$25,000 from the affordable housing reserve fund on preliminary survey, engineering, design and project management in preparation of the grant application, RFP and anticipated construction contract.*

CARRIED.

2023.2045.REGULAR *It was moved and seconded **THAT** Council indicate support to earmark up to \$200,000 from the municipal affordable housing reserve as a municipal cash contribution to the project, for consideration during the ongoing budget discussions and confirmation at the March 14, 2023, Regular Council meeting.*

CARRIED.

2023.2046.REGULAR *It was moved and seconded **THAT** Council direct staff to continue discussions with community social support service providers with the aim of developing a partnering agreement for the ongoing operation of the housing should the District succeed in obtaining project funding from the current Canada Mortgage and Housing Corporation (CMHC) grant or other sources.*

CARRIED.

2023.2047.REGULAR *It was moved and seconded **THAT** Council direct staff to prepare a zoning amendment bylaw to change the designation of the property at 1300 Peninsula Road from R-1 Single-family Residential to an appropriate multi-family residential zoning designation.*

CARRIED.

8. NOTICE OF MOTION

There were no notices of motion.

9. CORRESPONDENCE

9.1 BC Epilepsy Society Proclamation

Deirdre Syms, Executive Director, & Sonia Ali, Provincial Manager of Programs, BC Epilepsy Society

2023.2048.REGULAR *It was moved and seconded **THAT** the District of Ucluelet sign at the Junction be illuminated in purple on March 26 in support of the BC Epilepsy Society.*

CARRIED.

9.2 Ocean Protection Plan

Trevor Heryet, Executive Director, Oceans Protection Plan, Transportation Canada

9.3 Recent Election, Achievement of Common Goals, and Request to Prioritize Project

Samantha Hackett, Chair, West Coast Multiplex Society

10. INFORMATION ITEMS

10.1 Community Wildfire Resiliency Plan

Rick Geddes, Fire Chief

Mr. Geddes presented this report in conjunction with Lauren Shinnimin, contractor, of Frontera Forest, Solutions.

Ms. Shinnimin presented a power point presentation which outlined the District of Ucluelet Community Wildfire Resiliency Plan, in brief.

2023.2049.REGULAR *It was moved and seconded **THAT** Council recess for five minutes.*

CARRIED.

The meeting was adjourned at 6:57 pm and reconvened at 7:02 PM.

10.2 Ucluelet Housing - 2023 Update
Bruce Greig, Director of Planning

Mr. Greig Presented this report.

11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

11.1 Councillor Shawn Anderson
Deputy Mayor April 1 - June 30, 2023

Councillor Hoar reentered the meeting at 7:20 PM.

Councillor Anderson:

- attended a Alberni Clayoquot Health Network Table of Partners meeting and orientation; and
- attended bilateral meeting on Net Pen Transition presented by the Department of Fisheries and Oceans.

Councillor Anderson noted two fires which occurred over the holidays and commended the Fire Department, Fire Chief and Harbour Manager for their response.

2023.2050.REGULAR *It was moved and seconded that the Regular Council Meeting continue beyond three and a half hours.*

CARRIED.

11.2 Councillor Jennifer Hoar
Deputy Mayor January 1 - March 31, 2023

Councillor Hoar commended Pacific Rim Arts Society's sponsorship of the Missoula Children's performance. Councillor Hoar will attend the Vancouver Island Regional Library Board AGM on January 28th.

11.3 Councillor Ian Kennington
Deputy Mayor July 1 - September 30, 2023

Councillor Kennington will attend the Urban Design Institute presentation called Understanding Urban Realities on January 25, 2023.

11.4 Councillor Mark Maftei
Deputy Mayor October 1 - December 31, 2023

11.5 Mayor Marilyn McEwen

Mayor McEwen attended:

- the Barkley Community Forest meeting on January 11th;

- the ACRD board meeting on January 11th, where the 2023 assessment role was presented. Ucluelet had the highest percentage market change of the ACRD communities;
- the ACRD Transportation Working Group meeting on January 18th where interim west coast public transportation options were discussed with a consulting group; and
- Toward Collaborative Government and Shared Innovation webinar.

12. QUESTION PERIOD

Councillor Hoar left the meeting at 7:29 PM.

Randy Oliwa asked why District of Ucluelet sign at the junction is not illuminated? Staff will investigate this issue. Mr. Oliwa also sought clarification regarding PRHDC's recommended select committee. Council noted that the proposal would be discussed at a later date.

Lara Kemps, clarified that the previous Council's main concern was with safety issues at the Junction.

13. CLOSED SESSION

13.1 Procedural Motion to Move In-Camera

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

- ***labour relations or other employee relations;***
- ***litigation or potential litigation affecting the municipality; and***
- ***the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.***

2023.2051.REGULAR *It was moved and seconded **THAT** the meeting be closed to the public in order to address agenda items under Section 90(1)(c),(g), and (i) of the Community Charter which involve:*

- *labour relations or other employee relations;*
- *litigation or potential litigation affecting the municipality; and*
- *the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

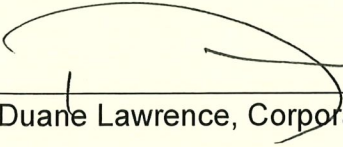
CARRIED.

The meeting was closed to the public at 7:35 PM.
Council returned to open session at 8:35 PM.

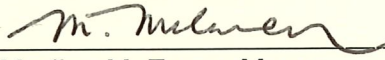
14. ADJOURNMENT

The meeting was adjourned at 8:36 PM on January 24, 2023

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, January 24, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



Duane Lawrence, Corporate Officer



Marilyn McEwen, Mayor