

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER COMMUNITY ROOM
IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, May 14, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maffei
 Staff: Duane Lawrence, Chief Administrative Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Community Services
 Jeffrey Cadman, Director of Finance
 Joseph Rotenberg, Manager of Corporate Services
 John Towgood, Municipal Planner
 Nancy Owen, Executive Assistant

Regrets:

1. CALL TO ORDER

The May 14, 2024, Regular Council Meeting was called to order at 4:00 PM.

1.1 ACKNOWLEDGEMENT OF THE YUULU?IŁ?ATH

Council acknowledged the Yuulu?ił?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

2.1 Correspondence Related to Bylaws - Item 6.4 Zoning Amendments - B&B Regulation and new R1-H Zone

2.2 Revised Appendix A to Item 6.3 - Zoning Amendments - Small-Scale Multi-unit Housing

2024.2141.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the agenda be amended by:

- *adding the first late item, “Correspondence Related to Bylaws - Item 6.4 Zoning Amendments - B&B Regulation and new R1-H Zone” under Item 6.4; and*
- *replacing Appendix A to Item 6.3 with the second late item, “Revised Appendix A to Item 6.3 - Zoning Amendments - Small-Scale Multi-unit*

Housing” which is a revised version of Draft Bylaw No. 1346.

CARRIED.

3. APPROVAL OF THE AGENDA

3.1 May 14, 2024 Regular Council Meeting Agenda

2024.2142.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the May 14, 2024, Regular Meeting Agenda be adopted as amended.

CARRIED.

4. ADOPTION OF MINUTES

4.1 March 26, 2024, Regular Council Meeting Minutes

2024.2143.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the March 26, 2024, Regular Council Meeting Minutes be adopted as presented.

CARRIED.

4.2 April 16, 2024, Regular Council Meeting Minutes

2024.2144.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the April 16, 2024, Regular Council Meeting Minutes be adopted as presented.

CARRIED.

5. UNFINISHED BUSINESS

There was no unfinished business.

6. BYLAWS

**6.1 Five-Year Financial Plan and Tax Rate Bylaws - Adoption
Jeffrey Cadman, Director of Finance**

Mr. Cadman presented this report.

2024.2145.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council adopt District of Ucluelet 2024 – 2028 Financial Plan Bylaw No. 1339, 2024.

CARRIED.

2024.2146.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council adopt District of Ucluelet Annual Tax Rates Bylaw No. 1340, 2024.

CARRIED.

**6.2 Zoning and DP Amendments for Weyerhaeuser OceanWest Phase
5**

John Towgood, Municipal Planner

Bruce Greig, Director of Community Planning, presented this report.

The applicant, was provided an opportunity to address Council and declined to present.

2024.2147.REGULAR *IT WAS MOVED AND SECONDED:*
***THAT** Council authorize the Director of Community Planning to execute and issue the amended Development Permit DP18-07 to allow the updated plans as attached to report number 24-43.*

CARRIED.

2024.2148.REGULAR *IT WAS MOVED AND SECONDED:*
***THAT** Council directs Staff to give notice of first reading of District of Ucluelet Zoning Amendment Bylaw No. 1341, 2024*

CARRIED.

6.3 Zoning Amendments - Small-Scale Multi-unit Housing Bruce Greig, Director of Community Planning

Mr. Greig presented this report. He noted the revised version of Draft Zoning Amendment Bylaw, No. 1346 which was added to the agenda as a late item and replaced Appendix A to the report.

Council discussed increasing Floor Area Ratios to allow secondary suites and Accessory Dwelling Units on smaller single family residential lots.

2024.2149.REGULAR *IT WAS MOVED AND SECONDED:*
***THAT** Council directs Staff to give notice of first reading of Ucluelet Zoning Amendment Bylaw No. 1346, 2024.*

CARRIED.

2024.2150.REGULAR *IT WAS MOVED AND SECONDED:*
***THAT** Staff prepare a report on amending the floor area ratio for multiple housing units on a single family lot.*

CARRIED.

6.4 Zoning Amendments - B&B Regulation and new R1-H Zone Bruce Greig, Director of Community Planning

Mr. Greig presented this report.

2024.2151.REGULAR *IT WAS MOVED AND SECONDED:*

1. ***THAT** Council give first reading to District of Ucluelet Zoning Amendment Bylaw No. 1344, 2024;*
2. ***THAT** Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1344, 2024; and*
3. ***THAT** Council refer District of Ucluelet Zoning Amendment Bylaw No.*

1344, 2024, to a public hearing.

CARRIED.

2024.2152.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council directs Staff to give notice of first reading of Ucluelet Zoning
Amendment Bylaw No. 1345, 2024.*

CARRIED.

7. REPORTS

7.1 Mobile Vending Application - Sub49 Food Truck & Catering *Madeline Haynes, Planning Assistant*

This report was presented by Bruce Greig, Director of Community Planning.

The applicant was given an opportunity to address Council. The applicant provided details about Sub49's proposed operation.

2024.2153.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council approve the issuance of a mobile vending business license for
the "Sub49 Food Truck & Catering" food truck located at 1708 Peninsula
Road, Lot 1, Plan VIP5190, Clayoquot District.*

CARRIED.

7.2 Notice of Land Disposition Lease Agreement - Cedar & Salt *Abby Fortune, Director of Community Services*

Ms. Fortune presented this report.

Council discussed the proposed seating arrangement in the Amphitrite House and potential conflict between the café use and community uses such as educational programming. Council also discussed the proposed option to renew the lease and Staff noted that any such option would be a mutual option.

2024.2154.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize staff to issue a public Notice of Property Disposition
for a portion of the lands having thePID 030104009 and legal description
Block B, District Lot 1517, Clayoquot Land District, & DL 1507 and more
commonly referred to as Amphitrite House, café section, by way of lease to
Cedar & Salt, for an initial term of 2 years with an annual fee of \$24,000 plus
\$1,200 gst for a total of \$25,200, with an option to renew annually for an
additional three years.*

CARRIED.

2024.2155.REGULAR *IT WAS MOVED AND SECONDED:
THAT, upon completion of the notice of disposition process, Council authorize*

the Director of Community Services to execute a two-year lease with option to renew annually for an additional three years, with Cedar & Salt, for the purpose of providing café services and oversight of the Amphitrite House building during regular business hours.

CARRIED.

**7.3 Ucluelet Economic Development Corporation
Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg presented this report.

2024.2156.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council approve, and authorize the Mayor and Corporate Officer to execute, the following resolutions:

1. “Shareholder’s Resolution of Ucluelet Economic Development Corporation”, attached as Appendix A to Report No. 24-42; and
2. “Joint Resolutions of all of the Directors and all of the Voting and Non-Voting Shareholders of Ucluelet Economic Development Corporation”, attached as Appendix B to Report No. 24-42.

CARRIED.

2024.2157.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the Directors of the Ucluelet Economic Development Corporation approve “Joint Resolutions of all of the Directors and all of the Voting and Non-Voting Shareholders of Ucluelet Economic Development Corporation”, attached as Appendix B to Report No. 24-42.

CARRIED.

2024.2158.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the Directors of the Ucluelet Economic Development Corporation authorize Staff to update and file the following forms:

1. “2023 Annual Report”, attached to Report No. 24-42 as Appendix C; and
2. “Director Change” form, attached to Report No. 24-42 as Appendix D.

CARRIED.

2024.2159.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council direct Staff to present the documents required to dissolve the Ucluelet Economic Development Corporation for Council consideration at a future meeting.

CARRIED.

8. NOTICE OF MOTION

There were no notices of motion.

9. CORRESPONDENCE

9.1 Tennis Courts

Paula Mason, Manager of Corporate Services, School District 70 Pacific Rim

In response to Council questions, Staff noted redevelopment of the tennis courts is anticipated to be costly and a partnership with School District 70 (SD 70) would include applying for grant funding to construct the courts on SD 70 property.

2024.2160.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Staff continue conversations with SD 70 regarding pursuing a partnership regarding the use of SD 70 land for a tennis court.

CARRIED.

9.2 District of Tofino and District of Ucluelet Litter Bylaw Letter

Robin Jackson, Co-Chair, Surfriider Foundation Canada Pacific Rim Executive Committee

Council noted enforcement challenges and discussed options for holding businesses accountable for the waste they create.

2024.2161.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Staff prepare a report to review existing fines for littering and establish a new number which reflects the importance of the issue.

DEFEATED.

10. INFORMATION ITEMS

10.1 RCMP Monthly Policing Report - April 2024

Marc Jones, Sergeant, Ucluelet RCMP Detachment

10.2 Save the Date: 2024 Community Safety and Wellbeing Conference

Marianne Alto, Mayor, City of Victoria, Ləkʷəŋən Territories

11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

11.1 Councillor Shawn Anderson

Deputy Mayor, April 1 - June 30, 2024

Councillor Anderson attended the Chamber of Commerce Economic Development Committee Meeting, where potential initiatives and development projects were discussed.

11.2 Councillor Jennifer Hoar

Deputy Mayor, January 1 - March 31, 2024

On May 7th Councillor Hoar attended the Societies Committee of the Whole meeting. She noted that May is Childcare month in BC.

On May 11th Councillor Hoar attended the Historical Society's annual Mother's Day Plant Sale, and on May 13th she attended the District of Ucluelet's Special Committee of the Whole Housing Workshop.

11.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2024

Councillor Kennington attended the Chamber of Commerce Economic Development Committee Meeting.

11.4 Councillor Mark Maffei
Deputy Mayor, October 1 - December 31, 2024

On May 7th Councillor Maffei attended the Societies Committee of the Whole meeting, and on May 13th he attended the District of Ucluelet's Special Committee of the Whole Housing Workshop.

Councillor Maffei also attended the Clayoquot Biosphere Trust's Regional Forum and the Alberni-Clayoquot Regional District Alternate Directors Orientation Training Session.

11.5 Mayor Marilyn McEwen

On May 1st Mayor McEwen attended a meeting with Harbour Air, where the District was informed that Harbour Air will not be operating in Ucluelet this summer.

On May 2nd the Mayor was interviewed on Tuff City Radio, and on May 7th she attended the Societies Committee of the Whole meeting, where 10 Societies presented.

On May 8th Mayor McEwen attended an Alberni-Clayoquot Regional District (ACRD) Committee of the Whole meeting where the Parks and Trails signage strategy was presented. Later that day the Mayor attended an ACRD Board meeting and a Chamber of Commerce mixer.

On May 13th the Mayor attended the District of Ucluelet's Special Committee of the Whole Housing Workshop.

The Mayor noted that the next ACRD Board meeting will be held in Ucluelet on May 22nd.

12. QUESTION PERIOD

12.1 Barbara Schramm
President, Wild Pacific Trails Society

Ms. Schramm commented on the Amphitrite House lease and recommended ongoing discussion with the Wild Pacific Trail Society regarding the use of the community space. She further recommended that visual cues be used to delineate the community space from the café space.

13. CLOSED SESSION

There was no closed session.

14. ADJOURNMENT

14.1 Motion to adjourn

2024.2162.REGULAR *IT WAS MOVED AND SECONDED:*

THAT the May 14, 2024, Regular Council Meeting be adjourned at 6:04 PM.

CARRIED.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor