

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, July 13, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Andy Laidlaw, Acting Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Parks and Recreation
 Joseph Rotenberg, Manager of Corporate Services
 Paula Mason, Administration Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:31 pm.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułu?i?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 broadcast on YouTube and Zoom, which may store data on foreign servers.

4. LATE ITEMS

4.1 Add "2021-07-11 Moss R 3 1.2." to Report Item 12.2. as Appendix D to that report after page 54 of the Agenda.

4.2 Add "It's Happening! Up Close AND Virtual - State of the Island Economic Summit" as Information Item 10.3. after page 33 of the Agenda.

5. APPROVAL OF AGENDA

5.1 July 13, 2021, Regular Agenda

2021.2221.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council approve the July 13, 2021, Regular Agenda as amended.

CARRIED.

6. UNFINISHED BUSINESS

6.1 District of Ucluelet Harbour Amendment Bylaw No. 1295, 2021 - Adoption

Abby Fortune, Director of Parks and Recreation

Ms. Fortune noted that Staff would provide information about the Float House Lease and electrical billing at a later date.

2021.2222.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council adopt District of Ucluelet Harbour Regulation Amendment Bylaw No. 1295, 2021.

CARRIED.

7. MAYOR'S ANNOUNCEMENTS

The Mayor noted that Council Chambers are now open to the public for in-person attendance.

8. PUBLIC INPUT, DELEGATIONS & PETITIONS

8.1 Public Input

Public input from the audience.

There was no public input from the audience.

Public input via Zoom.

There was no public input via Zoom.

Public input via email.

There was no public input via email.

9. CORRESPONDENCE

9.1 UBCM Resolution on a Replacement BC Climate Action Revenue Incentive Program

Fred Haynes, Mayor, District of Saanich

9.2 UHS

Lynn Dawson-Summerfeldt

10. INFORMATION ITEMS

10.1 BC Climate Action Revenue Incentive Program (CARIP)

Cindy Fortin, Mayor, District of Peachland

10.2 Yuułu?ił?ath Standardized Language

Melissa Boucha, Manager of Communications and Public Relations, Yuułu?iŋ?atŋ Government

11. COUNCIL COMMITTEE REPORTS

11.1 Councillor Marilyn McEwen
Deputy Mayor January - March 2021

11.2 Councillor Lara Kemp
Deputy Mayor April - June 2021

- October 13 - 21 - The Ucluelet Chamber of Commerce will hold the Edge to Edge Marathon as a virtual marathon. The Chamber is also seeking a new Executive Director.

11.3 Councillor Jennifer Hoar
Deputy Mayor July - September 2021

- Attended Wild Pacific Trail regular Board meeting.

11.4 Councillor Rachelle Cole
Deputy Mayor October - December 2021

11.5 Mayor Mayco Noël

- Met with Minister Osborne, the Ministry of Transportation and Infrastructure representatives and other local stakeholders to discuss the Kennedy Hill Safety Improvement highway closure schedule.

12. REPORTS

12.1 Five Year Financial Plan 2021-2025 Bylaw Variance Report Q1 - Q2
Donna Monteith, Chief Financial Officer

Ms. Monteith noted that this report addresses the revenue and expenses from the first half of 2021. She highlighted a number of financial variances and provided rationale.

2021.2223.REGULAR **It was moved by Councillor Kemp and seconded by Councillor Hoar**
THAT Council receive the Five Year Financial Plan 2021-2025 Variance Report for the First and Second Quarters ending June 30, 2021.

CARRIED.

12.2 Development Permit and Development Variance Permit for 1049 Helen Road
John Towgood, Planner 1

Bruce Greig, Director of Community Planning, presented this report. He noted that the Development Permit is for the construction of two

additional guests cottages, two auxiliary buildings, and associated landscaping and tree retention. Mr. Greig explained that the Development Variance Permit would apply to the proposed two new cabins and two auxiliary buildings, as well as two existing cabins on site. The variance allows these buildings to be located in front of the front face of the principal building.

The Mayor called for public input on the Variances. There was no input other than the letter from Mr. Moss included in the late agenda.

2021.2224.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

***THAT** Council, with regard to 1049 Helen Road (Lot 7, District Lot Native Island, Clayoquot District, Plan VIP76238):*

- a) authorize issuance of Development Variance Permit DVP21-01 to allow a total of 4 guest cottages and two auxiliary buildings located to the front of the front face of the principal building whereas section GH.6.2(1) of the District of Ucluelet Zoning Bylaw No. 1160, 2013, requires guest cottages and auxiliary buildings to be located to the rear of the front face of the principal building; and,*
- b) authorize issuance of Development Permit DP21-05 for two new guest cottages on the property, plus associated auxiliary buildings, and landscaping.*

CARRIED.

12.3 Night Market Series **Abby Fortune, Director of Parks and Recreation**

Councillor Kemps recused herself at 3:56 pm as she is a Chamber of Commerce Board member.

Ms. Fortune noted that the recommended resolution should be amended to read "...Wednesday, August 25th and Wednesday, September 29th..." She also explained that there would be a beer garden at these events and security options will be addressed at a later date.

2021.2225.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

***THAT** Council approve the Special Events Permit for the Night Market Series organized by Ucluelet Chamber of Commerce for Wednesday, August 25th and Wednesday, September 29th from 4:00 pm – 9:00 pm at Seaplane Base Recreation Hall field.*

CARRIED.

12.4 Amphitrite House: Project Update Options **Abby Fortune, Director of Parks and Recreation**

Councillor Kemp returned to the meeting at 4:05 pm after discussion regarding item 12.3. concluded.

Ms. Fortune presented this report. She provided background on the Amphitrite House project and noted that the building needs extensive work. She explained that either extensive renovation or the demolition and reconstruction of the main floor is required.

Ms. Fortune outlined the three options to proceed identified in the report and recommended that the foundation be retained and the wood framed structure be demolished and replaced (Option 2B). This option includes no significant improvements to the basement of the building. Ms. Fortune outlined the advantages of taking this approach along with preliminary costing.

Councillor Cole entered the meeting at 4:07 PM. Council discussed the recommended option, 2B.

2021.2226.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council direct staff to work with the consultants to refine Option 2B for the Amphitrite House Project, (Retain Existing Foundation, Build New Main Floor, No Basement Improvements) for a further report to Council on August 17th.

CARRIED.

12.5 Endorsement of the 2023 Peninsula Road Safety and Beautification Project for Multiple Grant Applications
John Towgood, Planner

Bruce Greig, Director of Community Planning, presented a PowerPoint presentation which outlined the 2023 Peninsula Road Safety and Beautification Project. This project, which involves significant improvements on Peninsula Road from Forbes Road to Main Street, is intended to make this roadway more inviting and comfortable for pedestrians, cyclists, and vehicles. The project would be financed through Gas Tax funds, RMI funding and grant funding. Staff are seeking authorization to apply for the BC Active Transportation Infrastructure Grant and Canadian Community Revitalization Funds.

Mr. Greig outlined the District's initial approach to this project and noted that Staff are recommending that Council change their approach to meet new funding opportunities. Under the new approach the project would not address the intersections of Bay Street and Peninsula Road, or Main Street and Peninsula Road to the extent previously proposed. Further improvements to these intersections could be future projects for the District of Ucluelet and Ministry of Transportation and Infrastructure.

The proposed project would involve the construction of new bicycle and pedestrian infrastructure, as well as boulevard green space along Peninsula Road and Larch Road.

Council discussed the proposal and the possibility of continuing to lobby the Ministry of Transportation to fund the project as originally conceived.

Council further discussed the importance of the proposed improvements along Larch Road.

2021.2227.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Council, with regard to the 2023 Peninsula Road Safety and Beautification Project as described in this report and shown in Appendix–A Peninsula Road Concept Drawings – July 6, 2021, direct Staff to:

- a) Apply for both the BC Active Transportation Grant and the Canadian Community Revitalization Fund.
- b) Prepare a letter of endorsement from the District of Ucluelet to the two grant funders to highlight the following points:
 - i) That creating a safe and welcoming environment for people on foot and on bicycles in Ucluelet’s commercial core is of high importance to the community and its livability.
 - ii) That making this core area of Ucluelet’s public realm more accessible is important to achieving the community’s goal to be more inclusive and equitable.
 - iii) That the proposed works are critical to safely integrate the expected increase in cycling traffic from the new Pacific Rim National Park Reserve’s ʔapsčiiik tá šii multi-use pathway.
 - iv) That the improvements in the project area’s pedestrian and cycling movement and the beautification of the project area, would enhance the visitor experience and better support Ucluelet businesses.
 - v) That the proposed improved and revitalized economic conditions that the project would create would be essential in helping the community rebound from the effects of COVID-19.
- c) Request letters of support for the grant applications from the Yuuluʔifʔath Government, the Ucluelet Chamber of Commerce, Parks Canada, and Tourism Ucluelet.

CARRIED.

12.6 UBCM Convention - 2021 **Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg noted that the Union of BC Municipalities annual convention is scheduled to occur virtually in September. He further

noted that the State of the Island Summit is scheduled to occur virtually and in-person in October. Mr. Rotenberg sought instruction regarding which Council Members would attend these conferences.

Council noted that an invitation has been received to meet with BC Assessments before the UBCM conference.

- 2021.2228.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
THAT Councillors McEwen, Cole and Hoar represent the District of Ucluelet by attending the 2021 Annual UBCM Conference virtually.
CARRIED.
- 2021.2229.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
THAT Councillors McEwen, Cole, Kempes, and Mayor Noël represent the District of Ucluelet by attending the 2021 State of the Island Summit in-person and Councillor Hoar attend virtually.
CARRIED.
- 2021.2230.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council direct Staff to request a meeting with BC Assessments.
CARRIED.

12.7 Cheque Listing - June 2021
Paula Mason, Administration Clerk

13. LEGISLATION

13.1 Lot 16 Marine Drive
Bruce Greig, Director of Community Planning

Mayor Noël recused himself as he lives in the vicinity of Lot 16. Councillor Hoar chaired the meeting in his absence.

Mr. Greig presented this report. He noted that the Applicant's letter attached to the report as Appendix A which responds to questions identified by Council at a previous meeting.

Council discussed the property's current zoning. Staff noted that there is some debate regarding the permitted number of vacation units and a previous owner's commitment to build a swimming pool.

- 2021.2231.REGULAR **It was moved by Councillor Kempes and seconded by Councillor McEwen**
THAT Council refer this report to a special Committee of the Whole meeting, to be held on August 10, 2021.
CARRIED.

14. OTHER BUSINESS

The Mayor returned to the meeting at 4:46 PM.

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.

15.3 Questions from the audience.

There were no questions from the audience.

16. CLOSED SESSION

16.1 Procedural Motion to Move In-Camera

2021.2232.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**

THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(c),(i) and (j) of the Community Charter to discuss matters related to:

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

CARRIED.

17. RECONVENE FROM CLOSED SESSION

The meeting reconvened from closed session at 6:30 pm.

18. ADJOURNMENT

The meeting was adjourned at 6:30 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, July 13, 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