

**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, August 2, 2022 at 4:00 PM**

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

Regrets:

**1. CALL TO ORDER**

The 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 is being video recorded and broadcast on YouTube on Zoom which may store data on foreign servers.**

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF AGENDA**

**3.1 August 2, 2022 - Special Council Meeting Agenda**

2022.2046.SPECIAL **THAT** Council approve the August 2, 2022 Special Council meeting agenda as presented.

CARRIED.

2022.2047.SPECIAL **THAT** Council move into a Committee of the Whole.

CARRIED.

**4. COMMITTEE OF THE WHOLE**

**4.1 Business Licence Fees Review**

**Donna Monteith, Chief Financial Officer**

The Committee of the Whole commenced at 4:01 pm.

Ms. Monteith presented and and the Committee discussed the questions identified in her report.

Staff clarified the purpose of business licensing fees and distinguished them from property taxes. Staff also clarified that the proposed 18% fee increase for business licenses would not apply to short-term rentals if the proposed increase to business licenses for short-term rentals was adopted.

The Committee requested that staff present an amendment bylaw that establishes:

- an 18% fee increase to all Business Licences to address inflation effective 2023;
- a 2% annual increase to Business Licence Fees within the Fees and Charges Bylaw effective 2024;
- an increase to Business Licence fees for short term rentals to \$450 per year, plus \$125 for each additional room;
- implements the fee adjustment all at once;

The Committee also requested that staff present these amendments to Council before the 2022 General Local Election.

2022.2048.SPECIAL **THAT** *the Committee rise without reporting.*

CARRIED.

## 5. BYLAWS

The Committee of the Whole concluded at 4:39 pm.

### 5.1 **Bed & Breakfasts and Accessory Dwelling Units - Amendments to the Ucluelet Zoning Bylaw and Business Regulation and Licensing Bylaw** **Bruce Greig, Director of Community Planning**

Mr. Greig presented this report and outlined the proposed amendment bylaws.

Council discussed the Ucluelet Business Regulation and Licensing Bylaw Amendment Bylaw No. 1313, 2022 and District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022 as presented in Report No. 22-110 with the desired outcome of balancing community interest in preserving long-term housing stock and protecting neighbourhoods with individual financial interest associated with operating a bed and breakfast in a residential zone. Council supported the Bylaw as presented, with all proposed amendments, giving the bylaw second reading upon further amending the amendments to allow microwaves and toasters.

2022.2049.SPECIAL **THAT** *Council rescind second reading of District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022.*

CARRIED.

2022.2050.SPECIAL **THAT** *section 1.C.iii of Zoning Bylaw Amendment No. 1310, 2022 as presented in Report No. 22-110 be amended to allow a microwave and toaster under 404.1 (4)(a).*

CARRIED.

2022.2051.SPECIAL **THAT** Council amend District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022, to include the changes presented in staff report number 22-110 dated August 2, 2022.

DEFEATED.

2022.2052.SPECIAL **THAT** Council give second reading to District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022, as amended.

CARRIED.

2022.2053.SPECIAL **THAT** Council refer District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022., to a public hearing.

CARRIED.

2022.2054.SPECIAL **THAT** Council give first, second and third reading to Ucluelet Business Regulation and Licensing Bylaw Amendment Bylaw No. 1313, 2022.

CARRIED.

2022.2055.SPECIAL **THAT** Council direct staff to publish notice on the District website and in 2 issues of the Westerly news of the proposed Ucluelet Business Regulation and Licensing Bylaw Amendment Bylaw No. 1313, 2022, and provide an opportunity for the public to make written representations or verbal comments to Council prior to adoption of the bylaw.

CARRIED.

**5.2 Municipal and Regional District Tax Bylaw No. 1315, 2022 - A bylaw to request an increase to the Municipal and Regional District Tax rate from 2% to 3% under provisions of the Provincial Sales Tax Act  
Duane Lawrence, Chief Administrative Officer**

2022.2056.SPECIAL **THAT** Council give first, second and third reading to District of Ucluelet Municipal and Regional District Tax Bylaw No. 1315, 2022.

CARRIED.

**6. ADJOURNMENT**

The meeting was adjourned at 5:10 pm.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, August 2, 2022 at 4:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

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Mayco Noël, Mayor

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Duane Lawrence, Corporate Officer