

**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Wednesday, June 29, 2022 at 4:00 PM**

Present:       **Chair:**           Mayor Noël  
                  **Council:**       Councillors Hoar, Kemps, and McEwen  
                  **Staff:**           Duane Lawrence, Chief Administrative Officer  
                          Donna Monteith, Chief Financial Officer  
                          Bruce Greig, Director of Community Planning  
                          Abby Fortune, Director of Parks and Recreation  
                          Paula Mason, Manager of Corporate Services  
                          Samantha McCullough, Executive Assistant  
                          John Towgood, Municipal Planner  
                          Monica Whitney-Brown, Planning Assistant  
                          Nicole Morin, Municipal Inspector

Regrets:

**1. CALL TO ORDER**

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

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

**2.1 Council acknowledged the Yuułu?iŋ?ath, on whose traditional territories the District of Ucluelet operates.**

**3. NOTICE OF VIDEO RECORDING**

**3.1 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.**

**4. APPROVAL OF AGENDA**

**4.1 June 29, 2022 Special Meeting of Council Agenda**

2022.2025.SPECIAL *It was moved and seconded THAT Council approve the June 29, 2022 Special Meeting Agenda as presented.*

CARRIED.

**5. ADOPTION OF MINUTES**

**5.1 May 24, 2022 Committee of the Whole Minutes**

2022.2026.SPECIAL *It was moved and seconded THAT Council adopt the May 24, 2022 Committee of the Whole Minutes as presented.*

CARRIED.

**5.2 June 7, 2022 Special Minutes**

2022.2027.SPECIAL *It was moved and seconded THAT Council adopt the June 7, 2022 Special Minutes as presented.*

CARRIED.

**5.3 June 14, 2022 Regular Minutes**

2022.2028.SPECIAL *It was moved and seconded THAT Council adopt the June 14, 2022 Regular Minutes as presented.*

CARRIED.

**6. UNFINISHED BUSINESS**

There was no unfinished business.

**7. PUBLIC INPUT & DELEGATIONS**

**7.1 Public Input**

There was no public input.

**7.2 Delegations**

There were no delegations.

**8. BYLAWS**

**8.1 Official Community Plan Bylaw No. 1306, 2022  
Bruce Greig, Director of Community Planning**

Mr. Greig provided a summary of his report.

2022.2029.SPECIAL *It was moved and seconded:*

*THAT Council give third reading to District of Ucluelet Official Community Plan Bylaw No. 1306, 2022; and,*

*THAT Council adopt District of Ucluelet Official Community Plan Bylaw No. 1306, 2022.*

CARRIED.

**8.2 Zoning Amendment Bylaw No. 1309 – 604 Rainforest Drive  
Bruce Greig, Director of Community Planning**

Mr. Greig provided a summary of his report.

Council sought clarification from Staff on several matters related to the Bylaw and discussed the Bylaw.

Councillor Cole entered the meeting at 4:12 PM.



2022.2030.SPECIAL *It was moved and seconded THAT Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1309, 2022, to facilitate the proposed mixed-use development on the property at 604 Rainforest Drive including health care office and resort condominiums.*

CARRIED.

**8.3 Zoning Amendment Bylaw No. 1312, 2022 – 221 Minato Road  
Bruce Greig, Director of Community Planning**

Mr. Greig provided a summary of his report.

Council sought clarification from Staff and the applicant on several matters related to the Bylaw and proposed development.

Council discussed public hearing submissions and their positions regarding the Bylaw.

2022.2031.SPECIAL *It was moved and seconded THAT Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1312, 2022 to facilitate the proposed housing development on the property at 221 Minato Road.*

CARRIED.

2022.2032.SPECIAL *It was moved and seconded THAT Council take a five-minute break.*

CARRIED.

Council recessed at 5:00 PM.

Council returned to session at 5:05PM..

**8.4 Zoning Amendment Bylaw No. 1310, 2022 – B&B's vs. ADU's  
Bruce Greig, Director of Community Planning**

Mr. Greig provided a summary of his report.

Council sought clarification from Staff on several matters related to the Bylaw.

Council discussed public hearing submissions and the Bylaw.

2022.2033.SPECIAL *It was moved and seconded THAT based on public input, Council not give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1310, 2022, at this time and direct changes to the bylaw and/or process as desired to present a bylaw that does not take away the B&B ability in those zonings.*

DEFEATED.

2022.2034.SPECIAL *It was moved THAT the bylaw be referred back to Staff and that it be brought back to a Committee of the Whole Meeting for Council to consider. This motion was not seconded and therefore not tabled for discussion or a vote.*

2022.2035.SPECIAL *It was moved THAT Council, with regard to Ucluelet Official Community Plan Bylaw No. 1310, 2022, direct staff to amend the bylaw / refer the bylaw to a Committee of the Whole Meeting.*



This motion was not seconded and therefore not tabled for discussion or a vote.

2022.2036.SPECIAL *It was moved and seconded THAT Council, with regard to Zoning Amendment Bylaw 1310, 2022, direct staff to amend the bylaw and refer the bylaw to a Committee of the Whole meeting.*  
CARRIED.

**8.5 Zoning Amendment Bylaw No. 1311, 2022 – B&B Overlay  
Bruce Greig, Director of Community Planning**

No action was taken.

**9. REPORTS**

**9.1 2021 Statement of Financial Information Report  
Donna Monteith, Chief Financial Officer**

Ms. Monteith provided a summary of her report.

2022.2037.SPECIAL *It was moved and seconded THAT Council approve the District of Ucluelet 2021 Statement of Financial Information as attached to the June 29, 2022 Staff Report Number 22-95.*  
CARRIED.

**9.2 Consideration of the 2021 Annual Municipal Report  
Paula Mason, Manager of Corporate Services**

Ms. Mason presented her report.

2022.2038.SPECIAL *It was moved and seconded THAT Council receive and approve the District of Ucluelet 2021 Annual Report, including submissions and questions from the public, as presented in the June 29, 2022 Staff Report No. 22-90.*  
CARRIED.

**9.3 Upcoming 2022 Conference Registration  
Paula Mason, Manager of Corporate Services**

Ms. Mason presented her report.

2022.2039.SPECIAL *It was moved and seconded THAT Council approve Councillor Cole, Councillor McEwen, Mayor Noël, Councillor Kemps, and Councillor Hoar, to attend the 2022 Union of British Columbia Municipalities conference in Whistler BC, from September 12-16, 2022.*  
CARRIED.

2022.2040.SPECIAL *It was moved and seconded THAT Council approve two Council members to attend the 2022 Vancouver Island "State of the Island" Economic Summit in Nanaimo BC, from October 26-27, 2022.*  
CARRIED.

2022.2041.SPECIAL



*It was moved and seconded THAT Council reallocate \$5,000 in funding towards the State of the Island Summit in Nanaimo on October 26 and 27, for two Council Members.*

CARRIED.

**9.4 Ukee DAYS: Road Closure and Noise Bylaw  
Abby Fortune, Director of Community Planning**

Ms. Fortune presented her report.

2022.2042.SPECIAL *It was moved and seconded THAT Council approve Option A:*

*to authorize the closing of Fraser Lane in front of the Village Green from 10:00 a.m. to 10:00 p.m. on Friday, July 22, 2022;*

*to authorize the temporary closure of Peninsula Road, between Matterson Road and Seaplane Base Road, from 10:00 a.m. to 10:45 a.m. for the Ukee Days parade on Saturday, July 23; and*

*to authorize Ukee Days festivities to act outside of the Noise Control Bylaw No. 915, 2003, Section 3 (g) and grant an extension to 11:00 pm at the Ukee Days Fairgrounds (160 Seaplane Base Road) on Saturday, July 23, 2022.*

CARRIED.

**10. NOTICE OF MOTION**

There were no notices of motions.

**11. CORRESPONDENCE**

**11.1 Request for Townhall re: Rural Economics  
Shannon Stubbs, M.P. Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy, Lakeland**

Council discussed this item and requested that Staff respond to the letter to clarify that Mr. Lawrence is the District's CAO and request additional information about the proposed Townhall.

**11.2 Request for Letter of Support - Shoreline Cleanup  
Joshua Charleson, Senior Project Manager, Coastal Restoration Society**

Council discussed this item and requested that Staff invite representatives from the Coastal Restoration Society to present to Council.

2022.2043.SPECIAL *It was moved and seconded THAT Staff prepare a letter of support for Coastal Restoration Society's shoreline clean-up project for the Broken Island Group.*

CARRIED.



**11.3 UBCM resolution from Town of Gibsons - Hospice Services Funding**  
**William Beamish, Mayor, Town of Gibsons**

**11.4 Request for Resolution: Bylaw update to 3% MRDT collection**  
**Denise Stys-Norman, Executive Director, Tourism Ucluelet**

2022.2044.SPECIAL *It was moved and seconded THAT Council for the District of Ucluelet supports Tourism Ucluelet's application to apply for the Municipal and Regional District Tax at the rate of three percent within the boundaries of the District of Ucluelet to support tourism marketing programs and projects with Tourism Ucluelet as the Designated Recipient.*

CARRIED.

**11.5 Motion at UBCM Protecting BC Coasts From Acidic Washwater Dumping**  
**Anna Barford, Canada Shipping Campaigner, Stand.earth**

**11.6 Support for Island Rail Corridor**  
**David Screech, Mayor, Town of View Royal**

**11.7 Support for UBCM Resolution - Library Funding**  
**Jonathan X. Cote, Mayor, City of New Westminster**

## **12. INFORMATION ITEMS**

There were no information items.

## **13. MAYOR'S ANNOUNCEMENTS**

The Mayor thanked Paula Mason for her service as the Manager of Corporate Services.

## **14. COUNCIL COMMITTEE REPORTS**

**14.1 Councillor Marilyn McEwen**  
***Deputy Mayor January 1 - March 15, 2022***

June 21, 2022: Attended Societies Committee of the Whole meeting.

June 28, 2022: Attended District of Ucluelet Public Hearing.

**14.2 Councillor Lara Kemps**  
***Deputy Mayor March 16 - May 31, 2022***

June 21, 2022: Attended Societies Committee of the Whole meeting.

June 23, 2022: Attended Chamber of Commerce meeting.

June 28, 2022: Attended Mayor's Lunch.

June 28, 2022: Attended District of Ucluelet Public Hearing.

June 29, 2022: Night Market at the Rec Hall.

**14.3 Councillor Jennifer Hoar**  
***Deputy Mayor June 1 - August 15, 2022***



June 15, 2022: Attended ACRD Housing Workshop where representatives from Canada Mortgage and Housing Corporation, BC Assessment, Tofino Housing Corporation, and a Delta land developer discussed the development of affordable housing. Two strategies for developing affordable housing are making it as compact as possible and making it as cost effective as possible.

June 21, 2022: Attended Societies Committee of the Whole Meeting. Noted that the Westcoast Community Resources Society is going into their 30th year of operation. Regular Community lunches are now scheduled.

June 28, 2022: Attended District of Ucluelet Public Hearing.

July 1, 2022: Canada Day celebration will occur at the Village Green.

#### **14.4 Councillor Rachelle Cole**

***Deputy Mayor August 16 - October 31, 2022***

June 15, 2022: Attended ACRD Housing Workshop.

June 21, 2022: Attended Societies Committee of the Whole meeting.

June 28, 2022: Attended District of Ucluelet Public Hearing.

June 22, 2022: Alberni Clayoquot Health Network meeting where grants issued through the Network were determined.

July 2, 2022: Fundraiser for Cops and Cancer. There will be a bottle drive and garage sale at this event.

#### **14.5 Mayor Mayco Noël**

June 21, 2022: Attended Societies Committee of the Whole meeting.

June 28, 2022: Attended Mayor's Lunch.

June 28, 2022: Attended District of Ucluelet Public Hearing.

### **15. QUESTION PERIOD**

There were no questions.

### **16. CLOSED SESSION**

#### **16.1 Procedural Motion to Move In-Camera:**

**THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the *Community Charter*.  
(c) *labour relations or other employee relations***

2022.2045.SPECIAL *It was moved and seconded THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the Community Charter. (c) labour relations or other employee relations*

CARRIED.

The meeting was closed to the public at 7:00 PM.

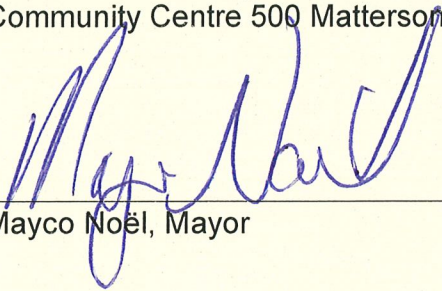
**17. RECONVENE FROM CLOSED SESSION**

The meeting was reopened to the public at 7:55 PM.

**18. ADJOURNMENT**

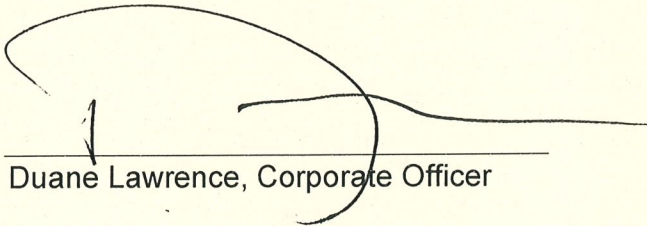
The meeting was adjourned at 7:55 PM

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Wednesday, June 29, 2022 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



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Mayco Noël, Mayor



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Duane Lawrence, Corporate Officer