

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, November 14, 2017 at 7:30 PM**

Present:      **Chair:**            Mayor St. Jacques  
                 **Council:**        Councillors McEwen, Oliwa, Mole, and Noel  
  
                 **Staff:**            Mark Boysen, Chief Administrative Officer  
                                 Darcey Bouvier, Recording Secretary

Regrets:

**1. CALL TO ORDER**

1.1    **Mayor St. Jacques called the meeting to order at 7:30 pm.**

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

2.1    **Council acknowledged the Yuułu?i?ath First Nations on whose traditional territories the District of Ucluelet operates.**

**3. ADDITIONS TO AGENDA**

**3.1 Councillor Mole**

- Requested to review the Policy and Procedures Bylaw under New Business

**4. ADOPTION OF MINUTES**

**4.1 October 24, 2017 Regular Minutes**

2017-279            **It was moved by Councillor McEwen and seconded by Councillor Mole**  
*THAT Council approve the October 24, 2017 minutes as presented.*

CARRIED.

**5. UNFINISHED BUSINESS**

**5.1 CAO Mark Boysen**

- Provided an update to Council on the action items from the

October 24, 2017 Regular Council meeting.

## 6. MAYOR'S ANNOUNCEMENTS

- 6.1
- **Mayor St. Jacques introduced and welcomed the District's new Manager of Community Planning, Bruce Greig.**
  - **Reminder to everyone to fill out the Multiplex survey. Council is wanting to get a sense of how the community is feeling about the Multiplex and the online survey takes less than a minute to complete. Property owners will also be getting one in the mail at the end of this week.**

## 7. PUBLIC INPUT, DELEGATIONS & PETITIONS

### 7.1 Public Input

### 7.2 Delegations

**Sgt. Steve Mancini, RCMP**  
**Re: Ucluelet RCMP Update**

- Provided Council with a handout with a summary for calls for service over the past two years. The statistics show the Detachment is pretty on par to last year.
- Mid-summer one of the Constables transferred to the Lower Mainland. The Detachment was also tasked with sending members to assist with the fires in the interior.
- One new member has transferred here, Cst. Mark Brown. Cst. Brown comes here from the Relief Unit in Nunavut where he was stationed the last four years. The Detachment is now at full strength with one Sergeant and four Constables, however they do have to members that are scheduled to transfer out in 2018. The office is down one Public Service employee, but she will be returning from maternity leave in December.
- There were some bigger files over the summer but they are now in a position to reassess and focus on some of their priorities for the community; the main one being drug use.
- Sgt. Mancini is currently in the process of working on a business case to supplement the detachment with another Constable position.
- They will taking part in a Restorative Justice presentation in the following weeks.
- The Auxiliary Program is still at a stand still. Nationally, they came out with a policy to implement a tiered system,

- which will give the Auxiliary Constables a say in their participation level. Ucluelet currently has 3 Auxiliaries, but always looking to add more and wish to keep the program going.
- The closure of the Tofino RCMP Detachment has had minimal impact on the Ucluelet Detachment. At most the Ucluelet members will release someone from custody or help with booking. There is an agreement with the Tofino bus line to provide people released from jail a free bus ride back to Tofino.
  - Ucluelet RCMP does do highway enforcement but also receives help from Traffic Services from Parksville and Nanaimo Detachments. These integrated teams have agreed to come out once a month to do enforcement in the area.
  - Fiscal year is April 1st. Will have a meeting with the Council and local First Nations in the new year to review local priorities and to incorporate aspects into their annual performance plan.

**Jeremy Dunn, BC Salmon Farmers Association**  
**Re: Salmon Aquaculture Industry Update**

- Since 1990 wild capture has been exploited. The gap in production has been filled in by aquaculture. Half of the seafood consumed around the world is farmed.
- The BC Salmon Farmers Association represents 52 organizations. Only 7 of those are primary producers of fish.
- There are 112 marine sites, 20 land based sites and 2 lake based farms. The marine sites take up less than half a percent of the total available coastline here in BC.
- The value to BC is up 37% in the last three years and have been BC's number 1 agricultural export over the past 7 years and continue to be that.
- We are BC's highest rated seafood product with under 80,000 metric tonnes was harvested which is valued just under 750 million dollars. 70% is exported, most of which goes to the USA.
- In the past 3 years aquaculture has generated over 1,600 new jobs.
- Partnerships with First Nations in BC, including Ahousaht and Tla-o-qui-aht First Nations. The only place they do not have an agreement is in the Broughton Archipelago.
- Provided Council updated sustainability progress report. This includes their environmental performance indicators.

One of their goals is zero escapes, but this does not always happen. Last year they had 23 fish escape in four incidents. It is mandatory to report all to the Department of Fisheries and Oceans.

- Innovations in fish health have been a driving force.
- Feed conversion, which measures how much food goes in and how much weight of product comes out. In the past the ratio was 4:1, and now they are close to 1:1.
- Striving to be fully sustainable industry.
- Continue to invest in wild salmon research.
- Community contributions, members working over 350 organizations to donate funds and fresh fish.

## 8. CORRESPONDENCE

### 8.1 Microcell Placement and Municipal Rights Citizens for Safe Technology

2017-280            **It was moved by Councillor Mole and seconded by Councillor Noel**  
*THAT Council move to refer this to Staff to put in the Planning work-plan for 2018.*

CARRIED.

### 8.2 Primary Care Space Correspondence Ministry of Health

2017-281            **It was moved by Councillor Oliwa and seconded by Councillor McEwen**  
*THAT Council receive correspondence item, "Primary Care Space Correspondence" for information.*

CARRIED.

2017-282            *THAT Council direct Staff to write a response letter back to the Ministry of Health requesting a meeting with them to further discuss their internal processes.*  
*Moved By Mayor St. Jacques, Seconded By Councillor Mole.*

CARRIED.

### 8.3 Adoption Awareness Month Proclamation Ministry of Children and Family Development

2017-283            **It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council receive correspondence item, "Adoption Awareness Month Proclamation" for information.*

CARRIED.

### 8.4 A Grande Finale for 2017 Requests The Salish Sea

2017-284            **It was moved by Councillor McEwen and seconded by Councillor Oliwa**  
*THAT Council receive correspondence item, "A Grande Finale for 2017*

*Requests" for information.*

CARRIED.

**8.5 Passenger Directed Vehicle Services  
Hara Associates**

2017-285

**It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council direct Staff to participate in correspondence item, "Passenger Directed Vehicle Services" via option "C", which states:**

- *Hara will contact a sample of municipalities by telephone. If your municipality cannot attend the meeting, it may email [municipal.BCreview@harassociates.com](mailto:municipal.BCreview@harassociates.com) to indicate interest to be included in this sample. Please provide the name and phone number of a contact person.*

CARRIED.

**8.6 2018 Open for Business Awards  
Ministry of Jobs, Trade and Technology**

- CAO Mark Boysen noted that he received notification that the District of Ucluelet has been nominated for one of the awards. Mr. Boysen will keep Council updated on further correspondences.

2017-286

**It was moved by Councillor Mole and seconded by Councillor Noel THAT Council move to forward this to the Chamber of Commerce to fan this out to the Business Community.**

CARRIED.

**8.7 Radiothon Fundraiser  
Pacific Rim Hospice Society**

Councillor Mole

- Noted the Hospice Society is in need of volunteers and to contact to learn more.

Councillor Noel

- Requested Staff to post there advertisement on the District of Ucluelet's website.

2017-287

**It was moved by Councillor Mole and seconded by Councillor Oliwa THAT Council receive correspondence item, "Radiothon Fundraiser" for information.**

CARRIED.

**9. INFORMATION ITEMS**

**10. COUNCIL COMMITTEE REPORTS**

10.1 Councillor Sally Mole  
*Deputy Mayor April – June*

**Westcoast Community Resources Society**

- Showing the documentary, "A Better Man" on Thursday, November 16, 2017 at the Ucluelet Community Centre. Admission is free.
- Renovations are nearly complete, looking to open their doors by the end of the year.

**Coastal Family Resource Coalition**

- The Youth Social Connectedness Grant is available to a number of different organizations, including the youth themselves to apply for. This grant, which is up to \$2,000 is to help fund initiatives or programs that specifically focus on helping youth connect and get involved.
- Flu season is upon us, people can obtain a flu shot at the Public Health Office.
- The Alberni-Clayoquot Health network has an upcoming presentation and workshop called "An Army of People Solvers" on November 30th and December 1st.
- Marcie DeWitt requesting to save the date for the official signing of the Poverty Reduction Strategy Protocol Agreement on January 19, 2018.
- Service Canada will be here December 11, 2017 to help with EI questions, SIN numbers and to assist with other matters as well.
- BC Ambulance Unit Chief advising the local station will be dropping in the number of paramedics by January. They are currently looking to train new people, and noted the training is free through the Justice Institute of BC. If anyone is interested they are directed to contact Rachelle Cole.
- John Douglas, from the Alberni Valley Shelter Society is wanting to work with the West Coast to provide similar services of shelter beds, safe injection sites, and inhalation sites here.

**Food Bank on the Edge**

- Currently working on their Christmas hamper program. Last year they provided 102 hampers with approximately the same amount going out this year.

10.2 Councillor Marilyn McEwen

*Deputy Mayor July – September*

**West Coast Multiplex Society**

- Met November 6, 2017 to discuss the survey, go over the questions, and to ensure it represented the right way of asking the questions.
- Fundraising efforts are well underway, of note is Hackett Family sponsorship donation of \$100,000.
- Met with MP Gord Johns and MLA Scott Fraser, this resulted in notification of federal and provincial support.
- AGM will be held on April 9th, 2018 at 7pm.
- The Society is hosting a free everyone welcome skate and lunch at the Alberni-Valley Multiplex on November 20th.

**=> Other Reports**

- Long Beach Airport Advisory meeting was held on November 1, 2017
- Currently working with Primal Communications to put together a marketing strategy for the rebranded airport.
- Primal Communications came up with quite the list to help promote the airport including a new website. In the end the Committee agreed to four things: create an information sheet, print advertising, coordinate a spring launch, and bring in travel writers to help promote the airport.
- Mark Fortune was at the meeting and had the BC Aviation Council's William Templeton Award. This was awarded to the Alberni-Clayoquot Regional District for airport development, which included new landing lights to allow night flights.
- Statistics: highest passenger year was 2016 which saw 7,148 passengers; 2017 is on track to beat that record as they were already at 6950 at the end of October.
- Whale Festival is having their AGM this Thursday, November 16th at 7:00 at the Black Rock Resort.

**Alberni-Clayoquot Regional District Board – Alternate**

- Met November 1, 2017. Topic of discussion was mainly about the Multiplex survey. Pam Shaw, who is coordinating the VIU students, was on speaker phone to discuss fine tuning the questions, distribution and collection of the survey. Property owners will be mailed a survey, but it is also available online. Still working out how to translate the results of the survey.

- 10.3 Councillor Mayco Noel  
*Deputy Mayor October – December*

**Clayoquot Biosphere Trust Society - Alternate**

- Currently have 6 working full time
- Estimated budget for next year will be \$630,000.
- 18 biospheres reserves with 1.2 million living in them
- Executive Director, Rebecca Herwitz has been approached by the National team to take the lead on all 18 biospheres.

**Barkley Community Forest Board**

- Will be starting on the next phase - phase 3.
- Exciting news for the District as we should be receiving the first cheque of approximately \$750,000 in February 2018. With the way things are going there should be a second cheque as well of approximately \$500,000. Will have to set up a meeting to discuss community engagement on how to spend the money.
- Firewood theft slowing down. BC Forest Services working to have firewood permits available online along with areas permitted to cut firewood.
- They are joining the Chamber of Commerce and will be applying for a business licence through the District.

- 10.4 Councillor Randy Oliwa  
*Deputy Mayor January – March*

- 10.5 Mayor Dianne St. Jacques

**Alberni-Clayoquot Regional District Board**

- Met November 8, 2017. Elections were held and John Jack remains as Chair.
- Pacific Coastal has announced regularly scheduled flights starting in April from Vancouver to the Long Beach Airport and in June from Victoria to the Long Beach Airport.

**=> Other Reports**

- Thanked Council for all they have done while she has been away on holidays. Special thanks to Councillor Noel who was Acting Mayor, and to Councillor McEwen for attending all the committees in her absence.

2016-288

**It was moved by Councillor Noel and seconded by Councillor**



**Mole.**

*THAT Council accept committee reports as presented.*

CARRIED.

## **11. REPORTS**

### **11.1 Quarterly Projects Update - 3rd Quarter 2017**

***Mark Boysen, Chief Administrative Officer***

2017-289

**It was moved by Councillor Oliwa and seconded by Councillor Noel**

*THAT Council approve recommendation 1 of report item, "Quarterly Projects Update - 3rd Quarter 2017" which states,*

- 1. THAT Council review this Q3 update on the progress of Staff projects budgeted for 2017.*

CARRIED.

### **11.2 Five Year Financial Plan 2017-2021 Bylaw Variance Report - Q3**

***Carolyn Bidwell, Chief Financial Officer***

2017-290

**It was moved by Councillor McEwen and seconded by Councillor Mole**

*THAT Council receive report item, "Five Year Financial Plan 2017-2021 Bylaw Variance Report - Q3" for information.*

CARRIED.

### **11.3 Peninsula Road Crosswalks**

***John Towgood, Planner 1***

2017-291

**It was moved by Councillor McEwen and seconded by Councillor Noel**

*THAT Council approve recommendation 1 of report item, "Peninsula Road Crosswalks" which states:*

- 1. THAT Council endorse, and communicate to the businesses in the vicinity, two new Ministry of Transportation and Infrastructure constructed crosswalks on Peninsula Road as per the locations and details within the body of this report.*

CARRIED.

## **12. LEGISLATION**

### **12.1 REPORT - Municipal Regional District Tax Bylaw No. 1223, 2017**

***Carolyn Bidwell, Chief Financial Officer***

2017-292

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of legislation item, "Municipal Regional Tax Bylaw No. 1223, 2017, which states:*

- 1. THAT Council give Fourth and Final Reading to the "Municipal Regional District Tax Bylaw No. 1223, 2017"*

CARRIED.

**12.2 BYLAW - Municipal Regional District Tax Bylaw No. 1223, 2017**

2017-293

**It was moved by Councillor McEwen and seconded by Councillor Noel**  
*THAT Council give fourth and final reading to Municipal Regional District Tax Bylaw No. 1223, 2017.*

CARRIED.

**12.3 REPORT - RZ17-03, CS-5 Side Yard Setback Zoning Bylaw Amendment**

***John Towgood, Planner 1***

2017-294

**It was moved by Councillor Mole and seconded by Councillor Oliwa**  
*THAT Council approve recommendation 1 of legislation item, "RZ17-03, CS-5 Side Yard Setback Zoning Bylaw Amendment" which states:*  
1. *THAT Zoning Amendment Bylaw No. 1219, 2017 be given first and second reading, and advance to a public hearing.*

CARRIED.

**12.4 BYLAW - Zoning Amendment Bylaw No. 1219, 2017**

2017-295

**It was moved by Councillor McEwen and seconded by Councillor Noel**  
*THAT Council give first reading to Zoning Amendment Bylaw No. 1219, 2017.*

CARRIED.

2017-296

**It was moved by Councillor Mole and seconded by Councillor Noel**  
*THAT Council give second reading to Zoning Amendment Bylaw No. 1219, 2017.*

CARRIED.

**13. LATE ITEMS**

**14. NEW BUSINESS**

**14.1 Councillor Mole**

- Request to review and update the Council's Policy and Procedures Bylaw to make it more user friendly and to encourage more people to participate.

2017-297

**It was moved by Councillor Mole and seconded by Councillor McEwen**  
*THAT Council direct Staff to review Council Policy and Procedures Bylaw, circulate a copy to Council and to prepare for future updates to the document.*

CARRIED.

**14.2 Council received questions and comments from the public re:**

- The proposed crosswalk in front of the church and current traffic flow issues.

**15. QUESTION PERIOD**

16. CLOSED SESSION

16.1 Procedural Motion to Move In-Camera

2017-298

It was moved by Councillor Mole and seconded by Councillor McEwen

*THAT the meeting be closed to the public in order to address agenda items under Section 90(1), subsections (c) and (e), of the Community Charter.*

CARRIED.

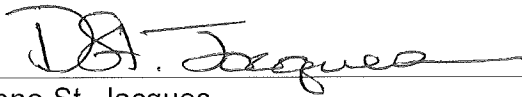
16.2 Mayor St. Jacques suspended the regular meeting at 9:36 pm and moved in-camera at 9:46 pm.

17. ADJOURNMENT

17.1 Mayor St. Jacques adjourned the in-camera meeting at 10:45 pm and resumed the regular meeting.

17.2 Mayor St. Jacques adjourned the regular meeting at 10:45 pm.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, November 14, 2017 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques  
Mayor



Mark Boysen  
CAO