

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, November 24, 2020 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors Via Zoom)
 Staff: Mark Boysen, Chief Administrative Officer (Via Zoom)
 Donna Monteith, Chief Financial Officer (Via Zoom)
 Bruce Greig, Manager of Community Planning (Via Zoom)
 Joseph Rotenberg, Manager of Corporate Services
 Abby Fortune, Manager of Recreation & Tourism (Via Zoom)
 Nicole Morin, Corporate / Planning Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:35 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułu?i?ath First Nation, 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 video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

4. ADDITIONS TO AGENDA

4.1 Add "COVID-19 Update (Verbal Report)" as Report Item 13.3.

4.2 Add the following to Report Item 14.2. after page 78 of the agenda:

- **Appendix A to Ucluelet Zoning Amendment Bylaw No. 1244, 2019**

5. APPROVAL OF AGENDA

5.1 November 24, 2020 Regular Meeting Agenda

2020.228.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT Council approve the November 24, 2020 Regular Council Meeting
Agenda as amended.

CARRIED.

6. ADOPTION OF MINUTES

6.1 October 27, 2020 Special Minutes

2020.229.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**
THAT Council adopt the October 27, 2020 Special Minutes as presented.
CARRIED.

6.2 October 27, 2020 Regular Minutes

2020.230.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**
THAT Council adopt the October 27, 2020 Regular Minutes as presented.
CARRIED.

6.3 November 10, 2020 Regular Minutes

Staff explained that the payment to Great Pacific Consulting was for the environmental monitoring of sewer system outfall.

Council noted a number of typos to be amended.

2020.231.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Cole**
THAT Council adopt the November 10, 2020 Regular Minutes as amended.
CARRIED.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. MAYOR'S ANNOUNCEMENTS

The Mayor encouraged residents to limit travel to essential purposes and thanked business for adjusting their businesses practices to keep the community safe.

9. PUBLIC INPUT & DELEGATIONS

9.1 Public Input

There was no public input.

9.2 Delegations

Ursula Banke, Island Work Transitions Inc (dba Alberni Valley Employment Centre)
Re: West Coast Labour Market Indicators Project

Ms. Banke explained that the West Coast Labour Market Indicators Project (the "Project") is a regional project which will develop local labour force indicators informed by West Coast

regional workforce data. The indicators could be used by government and business to develop short term and long term workforce strategies that address human resource supply and demand issues on the West Coast.

Ms. Banke requested that:

- Council provide a letter of support for the Project;
- Council approve funding in the amount of \$9,000 for the Project; and
- a District of Ucluelet representative participate in the Project's Working Group.

Council discussed the project, the need for long term funding to update the indicators and other funding options. Council recommended that Ms. Banke present the Project to the ACRD and noted that the funding request will be deferred to the upcoming budget process.

2020.232.REGULAR

It was moved by Mayor Noël and seconded by Councillor Hoar.

THAT Council direct Staff to draft a letter of support for the West Coast Labour Market Indicators Project.

CARRIED.

10. CORRESPONDENCE

10.1 Provincial Funding for Emergency / Fire Equipment for Small Communities

Dennis Dugas, Mayor, District of Port Hardy

Council noted challenges associated with funding volunteer fire fighting equipment and noted that the Insurance Premium Tax could be a reasonable source of funding.

2020.233.REGULAR

It was moved by Mayor Noël and seconded by Councillor Hoar

THAT Council direct Staff to write a letter in support of Mayor Dugas' proposal to establish a coalition of small communities to lobby for the Provincial government to provide financial support to small communities for the provision of fire service.

CARRIED.

11. INFORMATION ITEMS

11.1 Announcing the British Columbia Reconciliation Award *The Honourable Janet Austin, Lieutenant Governor of British Columbia and Judith Sayers, President, Nuuchahnulth Tribal Council*

Council recommended that information about the Reconciliation Award be distributed via Ukee Mail.

11.2 COVID-19 Safe Restart Grants for Local Governments
Kaya Krishna, Deputy Minister, Ministry of Municipal Affairs and Housing

Council noted that the allocation of these funds will be addressed during the budget process.

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen
Deputy Mayor January - March 2020

- November 21 - attended Vancouver Island Regional Library Board Meeting.

12.2 Councillor Lara Kemps
Deputy Mayor April - June 2020

12.3 Councillor Jennifer Hoar
Deputy Mayor July - September 2020

- November 17 - attended Wild Pacific Trail Annual General Meeting.
- Noted that it is day 11 of the reverse advent calendar which ends on December 5th.

12.4 Councillor Rachelle Cole
Deputy Mayor October - December 2020

- Attended ACRD Elections for Chair and Vice Chair. Director Jack was elected Chair and Director McNabb was elected Vice Chair.
- Attended the West Coast Resource Society Annual General Meeting. Noted Alan Anderson's important contribution to this society.
- Attended the Coastal Family Resource Coalition's Coming Together forum.

12.5 Mayor Mayco Noël

- Attended the Coastal Community Network Annual General Meeting.

13. REPORTS

13.1 Harbour Authority Master Plan Update (Verbal Report & PowerPoint)

Presentation)

Abby Fortune, Manager of Recreation & Tourism

Ms. Fortune introduce Phil Rinn, the contractor responsible for developing the Master Plan. Mr. Rinn noted that the physical boundaries of the study area have been expanded to the north and south, the survey engagement period has been extended until December 15th, and 37 surveys have been received. Mr. Rinn then showed Council how the online survey works, discussed some initial findings, and outlined next steps.

13.2 Ucluelet Secondary School Generator Agreements
Joseph Rotenberg, Manager of Corporate Services

Mr. Rotenberg provided an explanation of the two proposed agreements which relate to the installation of a generator at the Ucluelet Secondary School gym, which is a designated emergency reception centre.

2020.234.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Cole**

1. ***THAT*** Council authorize the District of Ucluelet's authorized signatories to enter into the "Ucluelet Senior Secondary Emergency Use Agreement."

2. ***THAT*** Council authorize the District of Ucluelet's authorized signatories to enter into the "Funding Agreement – USS Emergency Generator."

CARRIED.

13.3 COVID-19 Update (Verbal Report)
Mark Boysen, Chief Administrative Officer

Mr. Boysen provided this verbal report. He noted the following:

- On Wednesday November 18th Ucluelet experienced its first public case of COVID-19 at the Black Rock Resort. The resort took immediate steps and is now closed except for essential services.
- On Thursday the 19th, Dr. Henry outlined new province wide Public Health Orders. Immediately after this announcement, District Staff made the decision to temporarily close all programming provided at the UCC. The District office is now closed to the public until further notice but staff are available by phone or email to assist residents as needed.
- On Friday the 20th, Staff received new information from the BC Recreation and Parks Association that confirmed we can operate our existing low-impact programs with the following changes:
 - Mandatory mask in all programs as legislated;
 - Increase in spacing from 2 metres to 3 metres; and
 - Reducing class size.
- The Ucluelet Community Centre and programming was reopened

on the date of this meeting with the new restrictions, but several new changes have been announced including the suspension of yoga, martial arts and gymnastics.

- The COVID-19 Task Force will meet on Thursday November 26, after which a COVID-19 Update will be provided to the community.

2020.235.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT this meeting be recessed for five minutes.

CARRIED.

14. LEGISLATION

14.1 **Garage Exemption from Calculation for F.A.R.** ***Bruce Greig, Manager of Community Planning***

The meeting was recessed 5:01 PM and recommenced at 5:05 PM.

Mr. Greig, noted that prior to the adoption of Zoning Amendment Bylaw No. 1269, 2020, Zoning Bylaw No. 1160, 2013 included an open ended exemption for garage use from the calculation of Floor Area Ratio. The Planning Department saw this open ended exemption as a loop hole which Zoning Amendment Bylaw No. 1269 closes. He noted that if Council reinstates the exemption for garage floor area, it should not apply to the R-5 and R-4 Zones because these zones create small lots.

Mr. Greig encouraged Council to discuss the intent of the exemption as well as where this matter falls within Council's priorities.

Council discussed the costs associated with site specific rezoning and their positions regarding the recommended and alternative motions.

2020.236.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**
3. THAT Council direct staff to prepare a draft Zoning Amendment Bylaw to reinstate the exemption of garage floor area from the calculation of F.A.R., except for properties with the R-4 or R-5 zoning designation, for future consideration and public input.

CARRIED.

14.2 **Adoption District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019 and Approval of Development Permit DP19-02** ***Bruce Greig, Manager of Community Planning***

Mr. Greig noted the late item - "Appendix A to Ucluelet Zoning Amendment Bylaw No. 1244, 2019." He also noted that a restrictive covenant, which Council indicated was a condition of adopting this bylaw, was recently registered. Finally, Mr. Greig outlined the

next steps in the development process.

2020.237.REGULAR **It was moved by Councillor Cole and seconded by Councillor Hoar**

1. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019, be adopted.

CARRIED.

2020.238.REGULAR **It was moved by Councillor Cole and seconded by Councillor Hoar**

2. **THAT** Development Permit DP19-02 be approved for the subdivision of 221 Minato Road, Lot B, District Lot 286, Clayoquot District, Plan VIP79908.

CARRIED.

15. OTHER BUSINESS

15.1 Ucluelet Secondary School Sign

Council noted that the District partially funded the purchase of the light up sign at the Ucluelet Secondary School which is not currently functioning.

2020.239.REGULAR **It was moved by Mayor Noël and seconded by Councillor Cole**

THAT Council directs Staff to write a letter to School District 70 regarding the sign at the Ucluelet Secondary School which is not currently functioning.

CARRIED.

16. QUESTION PERIOD

There were no questions.

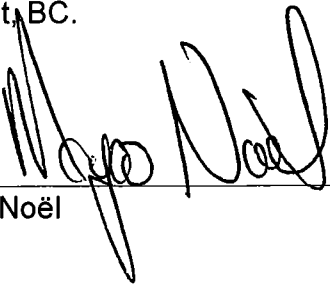
17. CLOSED SESSION

There was no closed session.

18. ADJOURNMENT

The Meeting was adjourned at 5:23 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 24, 2020 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.



Mayco Noël
Mayor



Mark Boysen
CAO