

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, September 5, 2023 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftai
 Staff: Duane Lawrence, Chief Administrative Officer
 Bo Gill, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Abby Fortune, Director of Parks and Recreation
 James MacIntosh, Director of Engineering Services
 Samantha McCullough, Manager of Human Resources and Communications

Regrets:

1. CALL TO ORDER

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

1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH
Council acknowledged the Yuulu?if?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 was being video recorded and broadcasted on YouTube and Zoom, which may store data on foreign servers.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

3.1 September 5, 2023, Regular Council Meeting Agenda

2023.2231.REGULAR *It was moved and seconded **THAT** the September 5, 2023, Regular Council Meeting agenda be approved as presented.*

CARRIED.

4. ADOPTION OF MINUTES

4.1 August 8, 2023, Regular Minutes

2023.2232.REGULAR *It was moved and seconded **THAT** the August 8, 2023, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

5. PUBLIC INPUT & DELEGATIONS

5.1 Delegations

Don MacKinnon

Re: Application for Water Connection

Mr. MacKinnon addressed his application for water connection for his residence on Thornton Road in the Alberni-Clayoquot Regional District. Mr. MacKinnon detailed the history and the work that has been done for the project thus far.

2023.2233.REGULAR *It was moved and seconded **THAT** Council refer this matter to Staff for a future report.*

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. BYLAWS

7.1 Finance Officer Appointment

Duane Lawrence, CAO

Mr. Lawrence introduced the District of Ucluelet's new Director of Finance Bo Gill. Mr. Lawrence outlined the process of appointing a new Chief Financial Officer. Mr. Lawrence noted that Mr. Gills legal name will be used for the resolutions.

2023.2234.REGULAR *It was moved and seconded **THAT** Council rescind the appointment of Duane Lawrence as the District of Ucluelet Finance Officer effective September 5, 2023.*

CARRIED.

2023.2235.REGULAR *It was moved and seconded **THAT** Council appoint Bhopinder Gill as a District of Ucluelet authorized signatory effective September 6, 2023.*

CARRIED.

2023.2236.REGULAR *It was moved and seconded **THAT** Council appoint Bhopinder Gill as the District of Ucluelet Finance Officer effective September 6, 2023.*

CARRIED.

2023.2237.REGULAR *It was moved and seconded **THAT** Council appoint the Director of Finance as the authorized Collector.*

CARRIED.

8. REPORTS

8.1 Edge to Edge Marathon Annual Road Closure

Abby Fortune, Director of Parks & Recreation

Ms. Fortune provided an overview of the road closures required for the Edge to Edge Marathon.

2023.2238.REGULAR *It was moved and seconded THAT Council authorize the annual closure of a portion of Marine Drive from Matterson Road to Peninsula Road from 8:30 am to 10:30 am and Marine Drive from Rainforest Drive to Matterson Road from 6:00 am to 5:00 pm for the Edge to Edge Marathon on the third Sunday of October.*

CARRIED.

8.2 Recreation & Parks Master Plan Outline
Abby Fortune, Director of Parks & Recreation

Ms. Fortune provided an overview of the Parks and Recreation Master plan and described the plans objectives. Council discussed the process of land acquisition for new District parks.

2023.2239.REGULAR *It was moved and seconded THAT Council approve the Recreation & Parks Master Plan objectives and key strategies as outlined in the report.*

CARRIED.

8.3 Larch Road Multi- Use Path Contract Authorization
James MacIntosh, Director of Engineering Services

Mr. MacIntosh provided a summary of the Larch Road Multi-Use Path contract, and described the next steps of the project following contract approval. Council discussed the cost estimate as well as the total project budget and associated grants.

2023.2240.REGULAR *It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a contract between the District of Ucluelet and Bowerman Construction Ltd. for \$444,104 plus G.S.T. to construct the Larch Road Multi-Use Path.*

CARRIED.

8.4 The Cabins at Terrace Beach - Occupancy and S.219 Covenant
Bruce Greig, Director of Community Planning

Mr. Grieg discussed the history of the Statutory Right of Way for the Cabins at Terrace Beach. Council discussed the details of the natural water course and the process of granting occupancy for the remaining cabins.

2023.2241.REGULAR *It was moved and seconded THAT Council direct staff that, despite the restrictions agreed to by the landowner in registered covenant CA9320013, occupancy permits may be granted for 10 of the 12 new buildings at The*

Cabins at Terrace Beach ahead of consolidating the subject parcels and registration of a statutory right-of-way for the proposed public trails.

CARRIED.

9. NOTICE OF MOTION

There were no notices of motion.

10. CORRESPONDENCE

10.1 MIABC AGM Invitation

Heidi Scribner, Administrator & Board Secretary MIABC

Council discussed who the voting members are for this organization.

10.2 Ucluelet & Area Historical Society Request

Claudia Cole, Vice President UAHS

Claudia Cole responded to Council questions about the potential new pavilion and its proposed location.

2023.2242.REGULAR *It was moved and seconded **THAT** Council refer this matter to Staff for a future report.*

CARRIED.

10.3 BC Forest Practices

Keith Atkinson, Chair, BC Forest Practices Board

Council mentioned that BC Forest Practices will have a booth at the Union of BC Municipalities annual convention.

10.4 Transportation Advisory Committee

Heather Zenner, MA, Manager of Administrative Services ACRD

Council discussed the background on the Transportation Advisory Committee, and appointed a District representative for the committee by way of resolution.

2023.2243.REGULAR *It was moved and seconded **THAT** Council appoint Mayor Marilyn McEwen as the District's representative on the Alberni-Clayoquot Regional District Transportation Advisory Committee.*

CARRIED.

10.5 Oceans Protection Plan Pacific Dialogue Forum

The OPP Dialogue Forum Team

Councillor Maftai will attend this event remotely.

10.6 Mayoral Roundtable at UEF5+WPC59 Conference Invitation

Fazileh Dadvar-Khani, World Urban Pavilion

10.7 Open-Net Pen Transition Plan Engagement Session- Sept 7, 2023
Fisheries and Oceans Canada's

Councillor Anderson will attend this event.

10.8 Statistics Canada – A Data Story in Vancouver Invitation
Région de l'Ouest-Engagement, Statistique Canada

10.9 Food Security Emergency Planning and Preparedness Fund
Amy Needham, ACRD Sustainability Planner

10.10 BC Epilepsy Society Proclamation Request
Sonia Ali, Provincial Manager of Programs and Services - BC Epilepsy Society

Council mentioned that the District will light-up the municipalities sign at the Junction in 2024 in recognition BC Epilepsy week.

10.11 Temporary Relocation- LCRB Engagement
Monika Laube, External Engagement and Outreach Specialist, The Liquor and Cannabis Regulation Branch

11. INFORMATION ITEMS

There were no information items.

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2023

Councilor Anderson noted that he was preparing to meet with the Minister of Health at the Union of BC Municipalities annual convention (UBCM). He noted that the meeting request was not supported and would look at a meeting opportunity for the next UBCM Conference.

12.2 Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2023

12.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2023

12.4 Councillor Mark Maftai
Deputy Mayor, October 1 - December 31, 2023

12.5 Mayor Marilyn McEwen

Mayor McEwen mentioned the Districts recent implementation of Stage 1 water restrictions beginning on September 1.

The Mayor attended the following events:

- Two Local Leaders Team Meetings on August 18th and 25th regarding the Hwy 4 closures;
- Two Resort Community Mayors meetings to prepare for UBCM on August 23rd and 31st; and,
- The August 23rd Alberni-Clayoquot Regional District Board of Directors meeting.

The Mayor plans to attend the following events:

- The Dustin Riley Memorial Soapbox Derby on September 9th;
- The Salmon Festival at the Seaplane base on September 10th; and
- The Multiplex Society 23rd Annual Golf Tournament on September 23rd.

13. QUESTION PERIOD

There were no questions.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2023.2244.REGULAR *It was moved and seconded **THAT** the meeting be closed to the public in order to address agenda items under Section 90(1), (c), (g) & (k) of the Community Charter.*
(c) labour relations or other employee relations; (g) litigation or potential litigation affecting the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;


CARRIED.

The meeting was closed to the public at 5:08 PM and returned to open session at 8:08 PM.

15. ADJOURNMENT

Meeting was adjourned at 8:08 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, September 5, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.



 Duane Lawrence, Corporate Officer



 Marilyn McEwen, Mayor

