

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Monday, October 23, 2023 at 4:00 PM**

Present:      **Chair:**            Mayor McEwen  
                 **Council:**        Councillors Anderson (Via Zoom), Hoar, Kennington, and Maftai  
                 **Staff:**            Duane Lawrence, Chief Administrative Officer  
                                Bo Gill, Chief Financial Officer  
                                Bruce Greig, Director of Community Planning  
                                James MacIntosh, Director of Engineering Services  
                                Rick Geddes, Fire Chief  
                                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?IL?ATH**

**Council acknowledged the Yuulu?il?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 broadcast on YouTube and Zoom, which may store data on foreign servers.**

**2. LATE ITEMS**

The Mayor noted that the Ucluelet Consumer Cooperative Association requested that their application related to item 7.1 be withdrawn. As a result, item 7.1 should be withdrawn from the agenda.

**3. APPROVAL OF THE AGENDA**

**3.1 October 23, 2023, Regular Council Agenda**

2023.2269.REGULAR    *It was moved and seconded **THAT** the October 23, 2023, Regular Council Agenda be approved as amended.*

CARRIED.

**4. ADOPTION OF MINUTES**

**4.1 October 10, 2023, Regular Minutes**

2023.2270.REGULAR    *It was moved and seconded **THAT** the October 10, 2023, Regular Council Minutes be adopted as presented.*

CARRIED.

**5. UNFINISHED BUSINESS**

There was no unfinished business.

**6. COMMITTEE OF THE WHOLE**

**6.1 Procedural Motion to move into Committee of the Whole**

2023.2271.REGULAR *It was moved and seconded **THAT** Council move into Committee of the Whole.*

CARRIED.

Council moved into Committee of the Whole at 4:04 PM.

**6.2 Visitor Parking Program**

*Duane Lawrence, Chief Administrative Officer*

Mr. Lawrence presented this report.

The Committee of the Whole discussed:

- parking fee exemptions for residents;
- parking fee exemptions or reductions for members of neighbouring communities and seasonal workers;
- parking fee rates;
- the fee area applying to the entire community;
- alternate approaches to controlling visitation;
- other communities where parking fees have been instituted;
- estimated net reviews and uses for these funds;
- the need to determine hard costs through a request for proposals in order to conduct a cost benefit analysis;
- the need for community engagement through an online survey;
- and
- the impact of the program on parking lots on private property and potential solutions.

2023.2272.REGULAR *It was moved and seconded **THAT** the Committee of the Whole recommend Council direct staff to issue a request for proposals for the implementation of a visitor parking program; undertake a community survey; and bring a follow-up report back to Council providing an overview of the parking program inclusive of costs, impacts and revenue generation for consideration.*

CARRIED.

2023.2273.REGULAR *It was moved and seconded **THAT** the Committee of the Whole rise and report.*

CARRIED.

The Committee of the Whole came to an end and the Council meeting recommenced at 5:08 PM. At this point in time Council considered the Committee's recommendation.

2023.2274.REGULAR *It was moved and seconded **THAT** Council direct staff to issue a request for proposals for the implementation of a visitor parking program; undertake a community survey; and bring a follow-up report back to Council providing an overview of the parking program inclusive of costs, impacts and revenue generation for consideration.*

CARRIED.

## 7. REPORTS

### 7.1 Development and Development Variance Permit 2091 Peninsula Road

**Bruce Greig, Director of Community Planning**

This matter was removed from the agenda at the request of the applicant.

### 7.2 Development Permit for 2094 Peninsula Road

**John Towgood, Municipal Planner**

Bruce Greig, Director of Community Planning presented this report in conjunction with a power point presentation. He noted that schedule 1 to the development permit was not included in the agenda the package and presented thos schedule which included drawings and specification.

Council discussed the proposal and noted concerns with parking located in the front of the property. Council also noted concerns with the lack of visiting doctor on-site accommodation.

The Applicant's agents, Darren Moss and Hector Alcala, noted design, accessibility and geo-technical challenges with locating the parking at the rear of the property. The Agents noted design features including tree retention and landscaping intended to mitigate the impact of the parking lot on the streetscape. They also reviewed the site plans and drawings, and noted several design features including four separate entrances. The Agents will convey Council's interest in the construction of on-site doctor accommodation to the landowner.

2023.2275.REGULAR *It was moved and seconded **THAT** Council, with regard to the proposed health care services building and associated site works at 2094 Peninsula Road, authorize the Director of Community Planning to execute and issue Development Permit 23-05.*

CARRIED.

### 7.3 Fire Hall Replacement

**Rick Geddes, Fire Chief**

Chief Geddes presented this report. In response to Council questions,



Staff clarified that the proposed detailed drawings could be site specific and it may be possible to procure drawings from other communities.

Council discussed the need to identify the site prior to determining whether to allocate funds to procure detailed drawings and recommended exploring sites in Area C - Longbeach of the Alberni-Clayoquot Regional District.

2023.2276.REGULAR *It was moved and seconded **THAT** Council considers allocating up to \$100,000.00 to engage a consultant to provide detailed design drawings and a construction cost estimate for a new firehall in the 2024 to 2028 financial plan.*

CARRIED.

2023.2277.REGULAR *It was moved and seconded **THAT** Council consider including the construction cost of a new firehall in the 2024 to 2028 financial plan.*

CARRIED.

## 8. NOTICE OF MOTION

There were no notices of motion.

## 9. CORRESPONDENCE

### 9.1 Fossil gas terminology to enhance climate change communication and action *Eddie Dearden, CEO and Founder, GNAR Sustainable Home Designs*

2023.2278.REGULAR *It was moved and seconded **THAT** the meeting be recessed for five minutes.*

CARRIED.

The meeting was recessed for five minutes at 6:05 PM and recommenced at 6:12 PM.

## 10. INFORMATION ITEMS

### 10.1 Development Limits Caused by Sanitary Sewer Capacity *James MacIntosh, Director of Engineering Services*

Mr. MacIntosh presented this report.

In response to Council questions, Staff noted the following:

- Field work is required to determine if installing a new sanitary line from Norah Road to Rainforest Drive to divert flow from the Peninsula Road (the \$200,000 option) is feasible.
- Improvements to the sewer line must be completed to allow for the development at 2094 Peninsula Road.
- The Sanitary Master Plan can be implemented in phases as future development comes online.

**10.2 CMHC Housing Accelerator Fund - Action Plan**  
***Bruce Greig, Director of Community Planning***

Mr. Greig presented this report.

In response to Council questions, Staff noted that the CMHC grant does not fetter Council's discretion but represents a commitment to bring forward the identified action for Council's consideration. Staff also noted that this is a onetime grant and there is discretion in how the awarded funds are budgeted.

**10.3 Working Together Community Lunch: NIC on the West Coast - An Update**  
***Lisa Domae, President of North Island***

**10.4 Reminder: National Veterans' Week Speakers Program 2023**  
***Vance White, Manager, Stakeholder Engagement Team, Department of National Defense***

**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

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

Councillor Anderson attended an Alberni Clayoquot Health Network Table of Partners meeting where the draft strategic plan was reviewed.

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

Councillor Hoar attended the October 19, 2023, Harbour Authority Meeting.

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

**11.4 Councillor Mark Maftei**  
***Deputy Mayor, October 1 - December 31, 2023***

Councillor Maftei attended the Clayoquot Biosphere Trust regional forum and attended the October 19, 2023, Harbour Authority Meeting.

**11.5 Mayor Marilyn McEwen**

The Mayor attended:

- a Barkley Community Forest Corporation Board Meeting on October 11th. Council has been invited to tour the community forest and fire wood permits are available;

- an Alberni-Clayoquot Regional District Board meeting on October 11th;
- the Edge to Edge Marathon on October 15th;
- a Ministry of Housing briefing on October 16th about a bill that has been introduced to address short-term rentals;
- the October 19th Harbour Authority meeting; and
- a Wild Pacific Trail Society crows nest opening and their Annual General Meeting on October 22nd.

The Mayor will attend the Vancouver Island Economic Alliance annual Economic Summit from October 25th to the 26th.

**12. QUESTION PERIOD**

An email from Matt Harbidge was read. It raised questions related to the proposed firehall construction projects and made recommendations related to location and cost saving.

**13. CLOSED SESSION**

There was no closed session.

**14. ADJOURNMENT**

The Regular Council meeting was adjourned at 7:03 PM.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Monday, October 23, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

  
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Duane Lawrence, Corporate Officer

  
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Marilyn McEwen, Mayor