



## REGULAR MEETING OF COUNCIL

George Fraser Community Room, Ucluelet Community Centre,  
500 Matterson Drive, Ucluelet, and  
Electronically via Zoom ([Ucluelet.ca/CouncilMeetings](https://ucluelet.ca/CouncilMeetings))  
**Thursday, October 10, 2024 @ 4:00 PM**

### LATE ITEM(S) - REVISED

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**From:** [Nancy Owen](#)  
**To:** [Nancy Owen](#)  
**Subject:** FW: Letter of Support Request - Youth and Elders Community Centre in hitaçu  
**Date:** October 7, 2024 8:42:50 AM

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**From:** Jordan Brietzke <[jordan@wiserprojects.com](mailto:jordan@wiserprojects.com)>  
**Sent:** October-03-24 12:49 PM  
**To:** Jordan Brietzke <[jordan@wiserprojects.com](mailto:jordan@wiserprojects.com)>  
**Cc:** Jill Hamilton <[jill.hamilton@ufn.ca](mailto:jill.hamilton@ufn.ca)>; John Rankin <[john.rankin@ufn.ca](mailto:john.rankin@ufn.ca)>  
**Subject:** Letter of Support Request - Youth and Elders Community Centre in hitaçu

**[External]**

Good afternoon,

I hope this message find you well. The Yuuṭuṭiṭṭath Government - Ucluelet First Nation is submitting a grant application to the Green and Inclusive Community Buildings grant program (GICB) for a new community centre in hitaçu that will specifically support our youth and Elders. Attached is a letter of support we have drafted for the project. We would be grateful if you are able to sign it to express your support of the project. Please feel free to edit the letter as you see fit to align with your perspective.

The proposed center will provide programming for youth and serve as a hub for Elders to socialize, share knowledge, and connect with younger generations. It will also be open to Yuuṭuṭiṭṭath citizens on a bookable basis and therefore serve the whole community. Built to high efficiency and accessibility standards, the center will demonstrate a commitment to sustainability and climate-resilient development.

We hope that you will be able to support our efforts to receive capital funding for this project by providing a letter of support by **October 10<sup>th</sup>, 2024**.

Sincerely,

President Charles McCarthy  
Yuuṭuṭiṭṭath Government

**Jordan Brietzke, (he/him)**

Wiser Projects



[Wiserprojects.com](http://Wiserprojects.com)



Mayor and Council  
 District of Ucluelet  
 P.O. Box 999  
 Ucluelet, B.C.  
 V0R 3A0



October 7, 2024

Dear Mayor McEwen and Council:

Re: Alternate Appointment to Clayoquot Biosphere Trust Board of Directors

This summer, Toni Buston, resigned from her position as alternate director appointed to the Clayoquot Biosphere Trust (CBT) by the District of Ucluelet (DoU). We are grateful to Toni for her commitment to the CBT since 2021 and her passion for community. I am excited to share that Toni resigned from her board position in order to take on a staff role as the Community Developer for the Coastal Family Resource Coalition.

I invite the DoU to initiate a process to appoint a new alternate director. Sarah Evalina (nee Butterworth) is the primary director appointed by the DoU. Her term began in May 2023 and will continue to 2027. You can find a listing of all CBT directors [here](#).

When establishing the CBT, all participating communities – including the District of Ucluelet – made a commitment to use a public process to select board members. All communities also agreed that the selection criteria for directors should include an objective assessment of skills, knowledge, or expertise that the individual could bring to the CBT. **We would especially like to encourage the DoU to appoint a youth (age 18-25) to this position to bring fresh ideas and holistic perspectives to the board.**

Interested candidates should know that the CBT was established by the communities of the Clayoquot Biosphere Region in 2000 and is the only organization in Canada that is both a community foundation and a UNESCO biosphere. We pair this spirit of community with the power of a global presence to bring more people together for a shared understanding. Our board and staff work to strengthen the development of all citizens, communities, and the ecosystems on which we all depend, for a future we can all be proud of.

As you undertake the selection process, I ask that you consider the following:

- The CBT exists to support research, education, and programs that advance conservation, the understanding of natural processes in the marine and terrestrial ecosystems, and that promote the health of individuals and communities in the Clayoquot Sound Biosphere Region.

PO Box 67, 316 Main Street, Tofino BC Canada V0R 2Z0  
 T 250.725.2219

[clayoquotbiosphere.org](http://clayoquotbiosphere.org)

Alternate Appointment to Clayoquot Biosphere Trust Board of Directors



- The CBT is steward and administrator of the Clayoquot Sound UNESCO Biosphere designation. As such, the CBT is focused on the broad objectives of sustainable development, biodiversity conservation, and reconciliation.
- The CBT is also the west coast community foundation. The board oversees the management of the Canada Fund endowment, as well as twelve other community funds. The board has a decision-making role in our major granting streams and helps to raise awareness of funding opportunities. Directors may assist with fundraising activities and an interest is appreciated. Experience as a volunteer on our advisory committees is also appreciated.
- The CBT board is a governance board. We seek an individual that is keen to be a public face of the CBT in their community and can gather input to share with our board and staff. An orientation will be provided, and training opportunities are ongoing.
- All directors are expected to uphold the principles, interests, and objectives of the CBT.
- The board meets approximately eight times a year. Most of these meetings take place during the day and early evenings on weekdays, less so during weekends. The board meets virtually as well as in person, occasionally.
- The director will serve a four-year term from the date on which the appointment is effective. Each director can serve a maximum of two terms.

CBT staff is available to assist with advertising the position and can share a posting that communities have used in the past. We can also highlight the volunteer opportunity on our social media, website and in our newsletter.

Once you have made your selection, please share a copy of the resolution or notice addressed to the Board of Directors of the CBT via email.

Thank you for your continued commitment to the UNESCO Biosphere designation and participation in the CBT. Please feel free to contact me at [REDACTED] if you have any questions or require further information.

Sincerely,



Rebecca Hurwitz  
Executive Director

October 8<sup>th</sup> 2024

To District Staff and Council,

As a business on Forbes Road we are pleased to hear of the upcoming proposal for a mobile food vendor on the street. We feel this would be a benefit to the neighborhood as well as the community at large. More food options are needed in this town and this option is a low impact, high density positive step to filling this gap.

Sincerely,

Mayco Noel

Ucluelet Rent It Center

317 Forbes Road





October 9<sup>th</sup> 2024

To District Staff & Council Members,

I am writing this letter in regard to the Temporary Use Permit 24-04.

The Army and Navy has been working hard to navigate the bylaws as we welcome new food vendors to our property. We have a new tenant that was hopeful to have a mobile vending option on the property of his employer on Sea Plane Base Road. It was communicated to him that the chances of approval for a TUP were low and to look into other options.

Currently the by law states mobile food vending is only allowed on Main or Peninsula. Of those options he was told there would be no more mobile food vending locations being approved by District and that taking over a currently occupied one would be the most expedient way. He did this at great cost.

This summer a mobile food vendor set up shop with no business licence or TUP on Forbes Road. He was temporarily shut down after a few days only to be given approval by district soon after to continue his operation on a smaller scale with more compliance. This individual is now applying for a TUP.

While I do not fault him for now following the process I am disappointed that the district staff did not give the same allowance or level of encouragement that this could have been a viable option to others looking into this same type of situation.

The inconsistency of messaging regarding mobile food truck bylaws to entrepreneurs is both frustrating and problematic. This is eroding the trust between the public and the district.

Sincerely,

Bronwyn Kelleher