

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD ELECTRONICALLY AND IN THE GEORGE FRASER ROOM IN THE
UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE
Tuesday, April 30, 2024 at 4:00 PM

Present: **Chair:** Mayor McEwen
 Council: Councillors Anderson, Hoar, Kennington, and Maftai
 Staff: Duane Lawrence, Chief Administrative Officer
 Jeffrey Cadman, Director of Finance
 Bruce Greig, Director of Community Planning
 James MacIntosh, Director of Engineering Services
 Rick Geddes, Fire Chief
 Joseph Rotenberg, Manager of Corporate Services
 Nancy Owen, Executive Assistant

Regrets:

1. CALL TO ORDER

The Regular Council 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

There were no late items.

3. APPROVAL OF THE AGENDA

3.1 April 30, 2024, Regular Council Meeting Agenda

2024.2122.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the April 30, 2024, Regular Council Meeting agenda be adopted as presented.*

CARRIED.

4. PUBLIC INPUT & DELEGATIONS

4.1 Delegations

Josh Jenkins, Executive Director, Ucluelet Chamber of Commerce

Re: Issues & Concerns Regarding District of Ucluelet Planning Department

The Chamber of Commerce opposed opting into Bill 35 and recommended responsible, efficient and sustainable development, and advocated for reforms to the development approval processes. They urged the Mayor to review Bylaw 1164 and its ramifications. They recommended the District review and improve its development approval procedures. The Chamber noted that they are willing to collaboratively support and assist in any way that Council requests.

Council noted the recommendations to streamline processes, some of which Staff are already carrying-out. Council further noted related legislative changes that will further help streamline systems in the Planning Department. Lastly, Council noted a Housing Workshop scheduled on May 13th and Strategic Planning session on May 30th where the Chamber's recommendations will be further discussed.

Janessa Dornstauder, Clayoquot Biosphere Trust
Re: Regional Forum

The Delegate summarized the discussions and findings of the Clayoquot Biosphere Trust Regional Gathering, where environmental research, stewardship, restoration, and sustainable development issues were discussed.

The next gathering is on May 7th, with round table updates for groups to share current works and priorities, and a special focus on priorities outlined by First Nations. Opportunities for collaborations are identified and resourcing options are considered. The District, has sent planners in the past and Staff are encouraged to attend this year. Council is also invited to attend the forum.

5. UNFINISHED BUSINESS

There was no unfinished business.

5.1 Procedural Motion to Move into Committee of the Whole

2024.2123.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council move into Committee of the Whole.

CARRIED.

Council moved into Committee of the Whole at 4:13 PM.

6. COMMITTEE OF THE WHOLE

6.1 Fire Services Development Design Guidelines

Rick Geddes, Fire Chief

The Committee of the Whole reviewed the Development Design Guidelines as presented by Chief Geddes, and noted that this guideline is extremely helpful and should be emulated by other departments for development in general.

Staff responded to Committee questions related to:

- a. current issues which cannot be resolved at this time due to the built environment;
- b. the requirement to provide a fire safety plan; and
- c. installation of additional fire hydrants and fund allocation to new installations.

2024.2124.REGULAR *IT WAS MOVED AND SECONDED:
THAT the Committee of the Whole rise without reporting.*

CARRIED.

Council rose from Committee of the Whole at 4:26 PM.

7. BYLAWS

7.1 Five-Year Financial Plan and Tax Rate Bylaws

Jeffrey Cadman, Director of Finance

Mr. Cadman presented this report.

2024.2125.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council give first, second and third reading to District of Ucluelet
2024–2028 Financial Plan Bylaw No. 1339, 2024.*

CARRIED.

2024.2126.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council give first, second and third reading to District of Ucluelet
Annual Tax Rates Bylaw No. 1340, 2024.*

CARRIED.

8. REPORTS

8.1 Temporary Use Permit 1341 Peninsula Road

John Towgood, Municipal Planner

Mr. Greig presented this report.

The Temporary Use Permit applicant was invited to address Council.

The Applicant, Dominique Bouchard, noted that the Bus on site will be moved off the property within the month and the gate will be moved so it is flush with the fence. The trailer will be 24 feet maximum, there will be electricity and water hookups. She explained that a worker would live in the unit, but the site has not been advertised at this time.

Council invited comments from members of the public.

Kevin Cortes owner of property at 1333 Peninsula Road, noted concerns that there are setback rules which apply to accessory dwelling units, which this unit will not comply with; that the unit could be used for nightly rental and not local staff housing; and that there is already a campground in town, so this is unnecessary.

In response to Council questions, Staff noted that zoning setbacks do not apply to recreational vehicles. Staff also outlined active enforcement measures related to illegal short-term rentals as well as the conditions of the Temporary Use Permit intended to limit the RV's use to seasonal purposes.

Council discussed the proposed Temporary Use Permit.

2024.2127.REGULAR *IT WAS MOVED AND SECONDED:*

THAT Council authorize the Director of Community Planning to issue Temporary Use Permit 24-02 to allow a seasonal RV camping space for a local worker on 1341 Peninsula Road for a period of 3 years.

CARRIED.

8.2 Temporary Use Permit for Weyerhaeuser Worker Accommodation *John Towgood, Municipal Planner*

Mr. Greig presented this report.

In response to Council questions, Staff clarified that there would be generators used but quiet hours are specified from 10 pm to 7 am. Staff further noted that a condition of the permit is that garbage and recycling will be stored in wildlife-proof locking steel bins and collection/pickup will be weekly or as required. Staff noted that contact information for the Site Superintendent must be provided, but there is not a requirement for the Superintendent to be on site 7 days a week.

The Temporary Use Permit Applicant was invited to address Council. The Applicant's Agent provided details about the crews work schedule.

Members of the public were invited to address Council on the proposed Temporary Use Permit. Cody Dreger, owner of Lot 16, noted that he

supports the TUP, as it helps with staff accommodation for developments.

2024.2128.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Director of Community Planning to issue Temporary Use Permit 24-03 to allow eight RV camping spaces for worker accommodation for a period of 1 Year during the construction of the Weyerhaeuser "Ocean West Phase 5" subdivision.*

2024.2129.REGULAR *IT WAS MOVED AND SECONDED:
THAT the motion be amended to add the words "subject to confirmation that an individual is on site seven days a week and permit is amended to include that requirement."*

CARRIED.

2024.2130.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Director of Community Planning to issue Temporary Use Permit 24-03 to allow eight RV camping spaces for worker accommodation for a period of 1 Year during the construction of the Weyerhaeuser "Ocean West Phase 5" subdivision subject to confirmation that an individual is on site seven days a week and permit is amended to include that requirement.*

CARRIED.

8.3 Proposal for Conversion of Fraser Lane Into a One-Way Road James MacIntosh, Director of Engineering Services

Mr. MacIntosh presented this report.

In response to Council's questions, Staff clarified that once there is direction to move forward, Staff would engage with community.

2024.2131.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the conversion of Fraser Lane into a one-way road.*

CARRIED.

8.4 Authorization of Change Order for Resurfacing of Peninsula Road James MacIntosh, Director of Engineering Services

Mr. MacIntosh presented this report.

Council discussed the proposal and noted timing issues which may impact local businesses and future required underground improvements. In response to Council's question regarding funding surplus, Staff clarified that surplus funds will be used for additional paving.

2024.2132.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Mayor and Corporate Officer to enter into and execute a funding agreement with the Ministry of Highways and Infrastructure*

in an amount of \$2,400,000 for the management and funding of the Peninsula Road repaving project.

CARRIED.

2024.2133.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Mayor and Corporate Officer to enter into and execute a change order to the Hazelwood Construction Services contract, not to exceed \$2,400,000 (inclusive of GST), for the resurfacing of Peninsula Road.*

CARRIED.

2024.2134.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize the Director of Finance to amend the 2024-2028 Five-Year Financial Plan by including \$2,400,000 of additional funding and \$2,400,000 of paving expenditures for the Peninsula Road paving project.*

CARRIED.

9. NOTICE OF MOTION

There were no notices of motion.

10. CORRESPONDENCE

10.1 Request for a Letter of Support to Strengthen Yuułu?i?ath Government's Application to BC Housing's Indigenous Housing Fund
Charles McCarthy, President, Yuułu?i?ath Government, Ucluelet First Nation

2024.2135.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize a letter of support for the Yuułu?i?ath Government's Application to BC Housing's Indigenous Housing Fund for their development in hitacu.*

CARRIED.

10.2 Alberni-Clayoquot Regional District - Bylaw Referral
Alex Dyer, MCIP, RPP, Planning Manager, Alberni-Clayoquot Regional District

2024.2136.REGULAR *IT WAS MOVED AND SECONDED:
THAT Council authorize Staff to provide comment on the Alberni-Clayoquot Regional District Zoning Atlas Amendment Bylaw No. P1495.*

CARRIED.

10.3 New Storm Line
Lara Kemps, Assistant General Manager, Black Rock Resort

Council noted this letter and that any water shutoff is bound to affect the entire town.

10.4 Memorial Bench Process
Vaida Siga

2024.2137.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council refer the request to establish a bench installation process to Staff.

CARRIED.

10.5 Fibromyalgia Association Canada Lighting Request for May 12, 2024
Trudy Flynn, Chair, Fibromyalgia Association Canada

2024.2138.REGULAR *IT WAS MOVED AND SECONDED:*
THAT Council direct Staff to illuminate the District of Ucluelet sign at the Junction in purple on May 12th to raise awareness about Fibromyalgia.

CARRIED.

10.6 Support for Resolution Black Bear Cub Conflict Response by British Columbia Conservation Officer Service
Mayor Mike Little, District of North Vancouver

11. INFORMATION ITEMS

11.1 RCMP Monthly Policing Report March 2024
Marc Jones, Sergeant, Ucluelet RCMP Detachment

11.2 ADAPT Program
Judy Gray

In response to Council's questions, Staff confirmed that they are aware of the program.

12. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

12.1 Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2024

Councillor Anderson attended the Alberni Clayoquot Health Network Meeting where the Equity Building Toolkit was introduced.

12.2 Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2024

Councillor Hoar encouraged people to attend the Dinner Theatre on May 3rd and 4th.

12.3 Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2024

Councillor Kennington attended the Accessibility Committee Meeting

and noted the policy framework is near completion and will soon be subject to public consultation.

Councillor Kennington met with Pacific Seaweed and the Chamber of Commerce and discussed the seaweed industry in general.

12.4 Councillor Mark Maftei
Deputy Mayor, October 1 - December 31, 2024

Councillor Maftei also met with Pacific Seaweed and the Chamber of Commerce to discuss the industry in general.

On April 28th, Councillor Maftei attended the Raincoast Education Society's Shorebird Soiree Fundraiser.

12.5 Mayor Marilyn McEwen

On April 17th the Mayor attended the Seniors' Luncheon at the Community Centre.

On April 18th the Mayor was hosted by Tuff City Radio for her first hour-long radio series show, 'Talks of the Town', where she discussed popular topics relevant to Ucluelet.

On April 22nd, the Mayor and Councillor Anderson took a tour of the Amphitrite House.

On April 24th, the Mayor attended the Alberni-Clayoquot Regional District Meeting, where a Delegation from BC Transit provided details on the expansion to the Westcoast Transit Services, anticipated for January 2025.

13. QUESTION PERIOD

13.1 Cody Dreger discussed considerations for issuance of Temporary Use Permit for temporary workers on Lot 16. In support of the Ucluelet Chamber of Commerce Delegation, Mr. Dreger outlined his general concerns with barriers to development in Ucluelet and in particular to his development on Lot 16.

13.2 Judy Gray noted that her business has not been notified about work related to the Peninsula Road Safety & Revitalization Project. Ms. Gray also inquired about parking along Bay Street and Norah Street and where her clients will be expected to park in the future.

13.3 Matt Harbidge noted concerns with the Peninsula Road Safety & Revitalization Project including sediment leaching into the harbour

and current road conditions. He suggests the management of the construction site should be improved. He further noted concerns with potable water quality from the onset of this project.

13.4 Lara Kempf, Blackrock Resort, noted her letter related to the water shutoff on Wednesday and frustrations related to the communications from the District. The Mayor clarified that notice did go out in advance by Ukee Mail.

13.5 Sandy Rantz noted concerns with the current road conditions related to the Peninsula Road Safety & Revitalization Project.

14. CLOSED SESSION

14.1 Procedural Motion to Move In-Camera

2024.2139.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the meeting be closed to the public pursuant to 90(1)(c) of the Community Charter to discuss matters related to labour relations or other employee relations.*

CARRIED.

The meeting was closed to the public at 6:11 pm. The meeting returned to open session at 6:57 PM.

15. ADJOURNMENT

15.1 Procedural Motion to Adjourn

2024.2140.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT** the April 30, 2024, Regular Council Meeting be adjourned.*

CARRIED.

The meeting was adjourned at 6:58 PM.

CERTIFIED CORRECT:

Duane Lawrence, Corporate Officer

Marilyn McEwen, Mayor